

# INFORMATION PACKET

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Friday, August 16, 2019



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We are CASPER

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

## The Grid

A working draft of Council Meeting Agendas

**August 20, 2019**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
Pre- Meeting: Sponsorship - Wyoming Association of County Officers Conference (September 24-26, 2019)					
Pre-Meeting: Hogadon Lights					
Pre-Meeting: Distribution of August 5, 6 & 13 Executive Session Minutes					
Approval of August 5, 6 & 13 Council Meeting Minutes and Executive Session Minutes					
Establish September 3, 2019 as Public Hearing Date for Consideration of an Ordinance Approving a Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.	C				
Establish September 3, 2019 as Public Hearing Date for Consideration of Demolition Report and Levying Lien Against Real Property Located at 1129 East C Street.	C				
Establish September 17, 2019 as Public Hearing Date for Consideration of Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the Green Valley Mobile Home Park, Complies with W.S. 15-1-402. 1. Resolution 2. Third Reading Ordinance Approving Annexation, and Zoning of the Green Valley Mobile Home Park.	C				
Establish September 17, 2019 as Public Hearing Date for Consideration of the Sale and Terms of the Sale and Transfer of Ownership of the Real Property, Generally known as the "Former Plains Furniture Property" and More Particularly Described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, and 32 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming.	C				
Public Hearing: Consideration of an Ordinance Approving the City-initiated Annexation of the Green Valley Mobile Home Park, Comprising 14-Acres, More or Less, Located at 2760 South Robertson Road		N			
Public Hearing: Adoption of Fiscal Year 2020 Budget Amendment.		N			
2nd Reading: Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox.			N		

2nd Reading: Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street.			N		
2nd Reading: Amending Chapter 8.04 - Businesses Affecting Public Health of the Casper Municipal Code.					
Rescind the Previously Authorized Revocable License Agreement and Authorize a New Revocable License Agreement with Jeff McDonald for Maintenance of a Deck within City-owned property.				C	
Authorizing a Procurement Agreement with DC Frost Associates, Inc., in the Amount of \$40,248.48, for 18 Wiper Kits and Associated Parts to be Used on the Ultra Violet Disinfection System at the Sam H. Hobbs Wastewater Treatment Plant.				C	
Authorizing Amendment No. 1 to the Procurement Agreement with DC Frost Associates, Inc., amending certain language for the Ultra Violet Disinfection System at the Sam H. Hobbs Wastewater Treatment Plant.				C	
Authorizing a Professional Services Agreement with Golder Associates, in the amount of \$67,604, for Preparation of a Permit Amendment for the Casper Regional Landfill.				C	
Authorizing a Contract for Outside-City Water Service with Steven W. Hanson.				C	
Authorizing an Agreement with Shamrock Environmental Corporation, in the Amount of \$3,061,635.90, and a Deduct Change Order in the Amount of \$605,676.50, for a Revised Contract Price of \$2,455,959.40 for the North Platte River Restoration-First Street Reach Project.				C	
Authorizing the City of Casper to Elect Employee Contributions to be Paid to the Wyoming Retirement System as Untaxed.				C	
Authorizing a Contract for Outside-City Water Service with C.E. Swinney, LLC				C	
Authorizing Acceptance of a Grant Award from the Wyoming Office of the Attorney General, Division of Victim Services, in the Amount of \$100,205, to be Used for Existing Salaries, Training, Operating Expenses, Emergency Assistance, Advertising, and Other Services Covered by the Grant.				C	
Authorizing the Purchase of Three Dual-purpose Canines, in the Amount of \$27,000, from Southern Coast K9 Inc.				C	
Authorizing the Appointment of Councilman Steve Cathey to the Central Wyoming Regional Water System Joint Powers Board, City/County Hall of Justice & Detention Facility Joint Powers Board, and to the College National Finals Rodeo Board as an Alternate.					C

**August 27, 2019**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Health Department Discussion	Information Only	20 min	4:35
Arborist Licensing	Direction Requested	20 min	4:55
Context Sensitive Agreements with WYDOT on Poplar St Bridge	Move Forward for Approval	20 min	5:15
Meadowlark Park	Direction Requested	20 min	5:35
Goodstein Lot Lease (Long Term Plan)	Move Forward for Approval	30 min	5:55
WAM Video - Open Meetings Law		10 min	6:25
Code of Ethics & Social Media Policy (Continued Discussion)	Direction Requested	40 min	6:35
Agenda Setting		20 min	7:15
Legislative Review		10 min	7:35
Council Around the Table		10 min	7:45
Approximate Ending Time:			7:55

**September 3, 2019**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
Pre-Meeting: Property Management LifeSteps Phase II					
Bright Spot - Proclamation for Star Spangled Banner Day/Constitution Week					
Establish September 17, 2019 as the Public Hearing Date for a New Restaurant Liquor License No. 41 for El Burro Loco, LLC d/b/a El Burro Loco, Located at 2333 East Yellowstone Highway.	C				
Public Hearing: Approving a Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.		N			
Public Hearing: Demolition Report and Levying Lien Against Real Property Located at 1129 East C Street.		N			
3rd Reading: Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox.			N		
3rd Reading: Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street.			N		
3rd Reading: Amending Chapter 8.04 - Businesses Affecting Public Health of the Casper Municipal Code.			N		

2nd Reading: Approving the City-initiated Annexation of the Green Valley Mobile Home Park, Comprising 14-Acres, More or Less, Located at 2760 South Robertson Road			N	
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**September 10, 2019 Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Wyoming 211	Information Only	10 min	4:35
Green Valley - Annexation Status Report	Move Forward for Approval	20 min	4:45
Memorials, Donations, and Sponsorship Policy	Direction Requested	20 min	5:05
Parades & Special Event Guide	Direction Requested	40 min	5:25
Wyoming 211	Information Only	10 min	5:55
Agenda Setting		20 min	6:05
Legislative Review		10 min	6:25
Council Around the Table		10 min	6:35
Approximate Ending Time:			6:45

**September 17, 2019 Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent      N = Item is not on Consent					
Establish October 1, 2019 as the Public Hearing Date for Consideration of A Resolution Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations for the City of Casper.	C				
Public Hearing: Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the Green Valley Mobile Home Park, Complies with W.S. 15-1-402. 1. Resolution 2. Third Reading Ordinance Approving Annexation, and Zoning of the Green Valley Mobile Home Park.		N	N		
Public Hearing: Sale and Terms of the Sale and Transfer of Ownership of the Real Property, Generally known as the "Former Plains Furniture Property" and More Particularly Described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, and 32 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming.		N			
Public Hearing: New Restaurant Liquor License No. 41 for El Burro Loco, LLC d/b/a El Burro Loco, Located at 2333 East Yellowstone Highway.		N			
2nd Reading: Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.			N		

**September 24, 2019 Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
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Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Agenda Setting		20 min	
Legislative Review		10 min	
Council Around the Table		10 min	
Approximate Ending Time:			

**October 1, 2019**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
3rd Reading: Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.	C				
Public Hearing: Resolution Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations for the City of Casper.		N			

## Proposed Work Session Agenda Items

Item	Proposed Date	Estimated Time	Notes
Downtown Parking Study Implementation	September 24, 2019	45 min	
Property Code Revisions	October 22, 2019	40 min	Anytime after March 2019
Parking on the Parkways		30 min	Anytime after January 2019
David Street Station 501(c)(3)		30 min	Anytime after January 2019
Dog Parks			After Summer 2019
Property Tax Structure/Revisions			
Leash Laws			Anytime after December 2019
Speed Limits/Light running	Early Fall 2019		
Citizen Presentation - Vehicle Licensing - Maddie Booth			Prior to Legislative Session

Staff Suggested Items:			
Sign Code Revisions	November 12, 2019	60 min	Anytime after April 2019
Limo Amendment			
Boys & Girls Club Skate Park	September 24, 2019		
Tow Fee Policies Review			
Results of Police Station Assessment			
City Hall S.A.F.E. Project	September 24, 2019		
Golf Pro RFP			Sept/Oct 2019
Finance Policies Phase 2 - Procurement, Change Orders, and Recapture	September 24, 2019		
Health Plan - Residual Balance			After January 2020
Historic Preservation Strategic Plan - Final Presentation	October 22, 2019		

### Future Council Meeting Items

February 18, 2020 Mr. Robert Hildebrand - 100 year celebration (Mayor of Casper in 1967)
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### Tabled

Amending Chapter 10.72 - Article I - Parades of the Casper Municipal Code	Tabled on 1st Reading August 6, 2019
Resolution - Rescinding Resolution No. 18-259 and Adopting Revised Special Event Guide and Policy and Application and Fees for Special Events.	Tabled on August 6, 2019

# Venues of all varieties in SW Wyoming

BY TIM MONROE

Wyoming Business Report

Do you want to hold a small meeting for clients so they can meet your staff? What about booking a large hall for a few hundred? There's a lot of variety in the southwest region, so you can find just about anything you're after.

Starting with the Casper Events Center, where you could have 9,700 of your best friends in the arena for a large meeting, complete with a banquet. Too much? Go upstairs at the CEC and rent the 3 Trails room for meetings with meals served. Alcoholic beverages are also available.

A couple of Casper's hotels have great space for meetings and conventions. You can bring your group to the Ramkota Hotel and Convention Center for a full-service experience. There's even a pool on the first floor that will delight adults and children alike. A former movie theater complex called The Lyric can be rented for meetings and receptions. And Casper College rents some of its meeting rooms to outside organizations. They provide meal service and audio visual services, too.

Hogadon Basin ski area has a new lodge that is available for social events and meetings. It comes with a great view to the north and a partial glimpse of Casper. The Nicolaysen Art Museum and Discovery Center is available for certain types of functions, as well.

Rawlins, in Carbon County, has some chain hotels with fairly small meeting rooms. Next door, in Sweetwater County, several venues are available for groups of different sizes. Local hotels offer meeting rooms for up to a couple dozen attendees.

The Roundhouse in Evanston, Uinta County, has spectacular space for large and small meetings in a beautifully restored railroad remnant.

To the north is Lincoln County. The county seat is Kemmerer, a town affected by nearby coal mining and other mineral development. A few local hotels offer small meeting rooms for guests.

Or go east to Fremont County to several small towns, the largest of which is Riverton. It offers some meeting spaces at a couple of hotels and, if appropriate, at Central Wyoming Community College.



The Lodge at Hogadon Basin Ski Area in Casper. TIM MONROE PHOTO



The Roundhouse in Evanston. COURTESY PHOTO

## SW: Top 10 Venues

### Brush Creek Ranch

**Location:** Saratoga

**Ideal for:** Corporate retreats, weddings, family vacations and gatherings

**The lowdown:** Some of the most innovative conversations, groundbreaking revelations and meaningful business relationships develop outside the office walls. Reset and inspire your company with a combination of venues, ranch activities and luxury accommodations. Their seasoned team will craft a bespoke itinerary of exclusive events, adventures and world-class meals.

### Casper Events Center

**Location:** 1 Events Drive, Casper

**Ideal for:** Meetings, banquets, holiday parties and wedding receptions.

**The lowdown:** The center otherwise known for concerts and rodeos holds a full retail liquor license and offers a full-service kitchen and equipment capable of servicing up to 2,000 banquet patrons.

### Hampton Inn & Suites Green River

**Location:** 1055 Wild Horse Canyon Road, Green River

**Ideal for:** Business meetings, conferences

**The lowdown:** Located 20 minutes from Rock Springs-Sweetwater County Airport, the hotel offers four beautifully designed and professionally decorated indoor conference rooms accommodating 10-200 people. Admire the nearby dramatic rock formations from inside the hotel, or get outside and take advantage of a stunning backdrop for your gathering.

### Nicolaysen Art Museum & Discovery Center

**Location:** 400 E. Collins Drive, Casper

**Ideal for:** Meetings, weddings

**The lowdown:** The Nicolaysen Art Museum provides flexible spaces for meetings and events from 25-400 people. Located in a historic building, the NIC is an elegant and eclectic venue for events that is open for outside catering and bar service with prior approval.

### The Roundhouse

**Location:** 1500 Main St., Evanston

**Ideal for:** Banquets, small conventions, luncheon meetings

**The lowdown:** The bi-level structure includes a spacious gallery, an upper-level lounge, three small boardrooms and/or one large classroom, and two kitchenettes. With a state-of-the-art audio/visual system, stages, podiums, banquet tables and chairs, the facility is fully equipped to host events of nearly any size.

### Holiday Inn Riverton Convention Center

**Location:** 900 E. Sunset Blvd., Riverton

**Ideal for:** Business meetings, conferences, weddings

**The lowdown:** This state-of-the-art, business-friendly hotel offers deluxe accommodations, meeting space and a large enclosed courtyard. With more than 4,400 square feet of meeting space, meeting facilities can accommodate up to 350 people.

### The Lodge at Hogadon Basin

**Location:** Hogadon Ski Area, Casper

**Ideal for:** Meetings, weddings, receptions and classroom-style instruction

**The lowdown:** This relatively new venue offers a beautiful view and can accommodate up to 150 people.

List continued on 25





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

**THURSDAY, AUGUST 22, 2019  
ELKHORN ROOM  
5:30 PM**

**I. AGENDA/MINUTES**

**a. Previous Meeting Minutes/Notes**

- i. June Board Meeting Minutes \*
- ii. June Executive Session Meeting Minutes \*

**II. BUDGET/FINANCIAL**

**a. Financials**

- i. June 2019 Financials \*
- ii. July 2019 Financials \*
- iii. Fiscal Year 19 Budget Revisions \*

**III. BOARD**

**a. Next Meeting Date**

- i. Proposed Meeting Date for September 19<sup>th</sup>, 2019 \*

**IV. HEALTH OFFICER**

- a. Health Officer Report

**V. DIVISION REPORTS**

**a. ADMINISTRATION**

**1. General Administration**

- a. 65<sup>th</sup> Celebration September 12<sup>th</sup> 4pm – 6:30pm
- b. City and County 1% funds received
- c. County notice of award received
- d. City-still waiting for confirmation
- e. Insurance rate increase

**2. PUBLIC HEALTH PREPAREDNESS/MEDICAL RESERVE CORP/CPR**

**3. WYOMING AETC/HIV CASE MANAGEMENT/RYAN WHITE PROGRAMS/WCRS**

**b. COMMUNITY PREVENTION PROGRAM**

**c. ENVIRONMENTAL HEALTH DIVISION**



**d. NURSING**

- 1. DISEASE PREVENTION: FAMILY PLANNING AND SEXUAL HEALTH CLINIC MANAGER**
- 2. DISEASE PREVENTION: IMMUNIZATION AND TB PROGRAM MANAGER**
- 3. ADULT HEALTH PROGRAM**
- 4. MATERNAL CHILD HEALTH PROGRAM**

**VI. CITY/COUNTY LIASION REPORTS**

**VII. BOARD MEMBER REPORTS**

- a. Tia attended NALBOH**

**VIII. EXECUTIVE SESSION**

# *Casper Recreation* **Activities** *Guide*



Register online at [www.activecasper.com](http://www.activecasper.com)

# Fall 2019



City of Casper Recreation Division  
[www.casperwy.gov](http://www.casperwy.gov)

# Facilities & Passes

The Fall 2019 Recreation Guide is your source for fantastic opportunities in the Casper area. From swimming at the Family Aquatic Center to playing at the Recreation Center, and skating at the Ice Arena to getting your sport on with the Recreational Leagues Association, you are sure to find a great activity that fits your personality. Get out and play!

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**LOOK FOR THIS SYMBOL TO FIND EXCITING NEW OPTIONS FOR FUN!**

## FACILITY CLOSURES — PLEASE NOTE:

All recreation facilities will be closed on September 2, November 28, December 25, January 1.

All Annual Passes good for one year from date of purchase... No monthly fees!

## CASPER FAMILY AQUATIC CENTER

Phone: 235-8383

### FALL HOURS:

Effective September 3

Monday through Thursday: 6:00 am-7:00 pm

Friday: 6:00 am - 6:00 pm

Saturday: 8:00 am - 6:00 pm

Sunday: 1:00 pm - 5:00 pm

(Please see page 9 for specific swimming hours)

### ANNUAL PASSES:

(Aquatic Passes valid at all City of Casper Aquatic Facilities, indoors and out)

Adult (19 & Over): \$230

\$145 6 Month / \$80 3 Month

Youth (13 - 18): \$180

\$115 6 Month / \$65 3 Month

Child (5 - 12): \$130

\$85 6 Month / \$50 3 Month

### DAILY RATES:

\$6.00 or

Punch Pass (increments of 10): \$5.50/punch



## CASPER RECREATION CENTER

Phone: 235-8383

### FALL HOURS:

Effective August 19

Monday through Thursday: 5:00 am - 10:00 pm

Friday: 5:00 am - 8:00 pm

Saturday: 8:00 am - 7:00 pm

Sunday: 1:00 pm - 6:00 pm

### ANNUAL PASSES:

Adult (19 & Over): \$90 (\$60 - 6 Month)

Youth (13 - 18): \$65 (\$45 - 6 Month)

Child (5 - 12): \$45 (\$30 - 6 Month)

### DAILY RATES:

\$4.00 or

Punch Pass (increments of 10): \$3.50/punch

## CASPER ICE ARENA

Phone: 235-8484

### PUBLIC SKATING HOURS:

(Additional sessions may be added)

Effective August 19

Daily\* .....1:00 pm - 3:00 pm

Friday Evenings\* .....5:00 pm - 7:00 pm

\*Subject to change due to special events. Please call 235-8484 for questions about Public Skating hours.

### ANNUAL PASSES:

Adult (19 & Over): \$90

Youth (13 - 18): \$70 Child (5 - 12): \$55

### PUBLIC SKATING DAILY RATES:

\$5.00 or Punch Pass (increments of 10): \$4.50/punch

Skate Rental: \$2.75

Walker/Trainer Rental: \$3.00

## ANNUAL COMBINATION PASSES:

### Recreation Center / Aquatic Center:

Adult (19 & Over): \$270 (\$170 - 6 Month)

Youth (13 - 18): \$205 (\$135 - 6 Month)

Child (5 - 12): \$145 (\$95 - 6 Month)

### Ice Arena / Aquatic Center:

Adult (19 & Over): \$265

Youth (13 - 18): \$210

Child (5 - 12): \$155

### Rec Center / Ice Arena / Aquatic Center:

Adult (19 & Over): \$340

Youth (13 - 18): \$260

Child (5 - 12): \$190

### Recreation Center / Ice Arena:

Adult (19 & Over): \$135

Youth (13 - 18): \$100

Child (5 - 12): \$75

Facility Combination Pass prices are discounted. Additional "promo" discounts may not be applied.

Admission to our recreation facilities is FREE for children 4 years old and under when accompanied by a paid adult admission. Limit of 2 children (free) per paid admission; daily admission fees apply to all others. Specific facility age rules still apply.

Occasionally we have events that affect our advertised hours of operation. We make every attempt to notify the community of schedule variations, but please feel free to call us to double check facility availability in advance.

# Registration & General Info

Recreation Center

Family Aquatic Center / Pools

Ice Arena

Sports

Fort Caspar Museum



## REGISTRATION GUIDELINES

Pre-registration is required for all fee-based programs. **A person is only registered once the fee is paid.** Please keep in mind that many classes have limited enrollment, so register early!

Classes that have not met the minimum enrollment will be cancelled or combined; decisions will be made prior to the first week of class or by the end of the first week. Please note that all classes have been issued a class code number for easy identification.

## REGISTRATION OPTIONS

Online registration:

[www.activecasper.com](http://www.activecasper.com)



Walk-In:

Register in person at the Casper Recreation Center, 1801 E. 4th Street, or the adjacent Casper Ice Arena



Phone-In:

Call to register with a credit card, 235-8383.

## REFUND AND CANCELLATION POLICY

If a class is cancelled due to insufficient enrollment, full refunds will be given. Once a class begins, full refunds will be available **PRIOR TO THE THIRD MEETING OF THE CLASS.** For one-day classes and workshops, a refund must be requested prior to the beginning of the class. Approved refunds on camp programs and facility passes will be prorated from the date of the refund request. Refunds may be in the form of a check. If an individual has paid for a class using a credit card, the card will be credited. No cash refunds will be given. Customers requesting a refund must complete a Refund Request Form.

## SENIOR ADULT DISCOUNTS

The City of Casper funds discounts for 3, 6 or 12 month passes for participation in Recreation Division operations. Individuals 62 and over who register for any Recreation Center, Aquatic Center, or Ice Arena pass may request a 5% discount. Anyone 55+ needing financial assistance in order to participate may apply for a Community Recreation Foundation Scholarship.

## RECREATION DIVISION MISSION STATEMENT

Provide recreation services that enhance the quality of life for Casper area residents and visitors.

Services promote positive recreational opportunities, skill development, and good health in friendly and well-maintained environments.



## COMMUNITY RECREATION FOUNDATION SCHOLARSHIPS

When needed, recreation scholarships are available for youth of all ages, young adults 18-21 years of age, and senior adults (ages 55+). Scholarship eligibility is based on income level relative to the number of individuals in the family. Applications are available at all Recreation Division reception counters. Each application is evaluated individually; there are no assurances of receiving a scholarship.

The Community Recreation Foundation scholarship program is supported by fundraisers and public contributions. For the scholarship program to continue, public contributions are needed. Interested donors may call the Recreation Manager, 235-8403, for more information.

## SCHOLARSHIP POLICIES

1. Approved scholarship recipients receive a 75% discounted fee for a pass or class registration (awarded scholarship amount not to exceed \$100 for classes/passes.)
2. There is a limit of one class scholarship per individual per quarter (each 3 month period) and one facility pass per year.
3. Scholarships are designated for individuals only.

## HOW TO APPLY:

1. Complete a scholarship form—available at our front desk.
2. Pay 25% of the registration fee of the class/pass. (The maximum amount of a scholarship is \$100.)
3. The scholarship will begin at that time. You will be notified if you do not qualify for a scholarship and have the option to cancel your pass or class or pay the remaining amount.

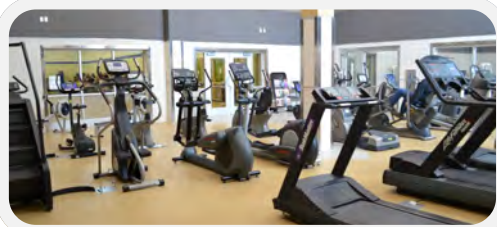
## GROUP / CORPORATE DISCOUNT

*(Recognized businesses and organizations)*

15% Discount for either of the following:

- Group** - 20 or more passes purchased at one time
  - Corporate** - 20 or more passes committed to in advance  
*(Employees must present proof of employment)*
- Discounts not applicable to Combination Passes

# Recreation Center



## YOUR RECREATION CENTER MEMBERSHIP INCLUDES:

- STRENGTH AND WEIGHT TRAINING EQUIPMENT
- CARDIO FITNESS EQUIPMENT
- GYMNASIUM
- FUNSHINE CORNER FOR CHILDREN
- LOCKER AND STEAM ROOMS
- TOWEL SERVICE
- GAME ROOM WITH BILLIARDS & TABLE TENNIS
- ORGANIZED DROP-IN SPORTS TIMES FOR BASKETBALL, VOLLEYBALL, PICKLEBALL, TABLE TENNIS
- DISCOUNT ON RECREATION CENTER CLASSES



A Recreation Center Pass or paid daily admission is required for equipment use and drop-in access to areas in the Casper Recreation Center. Use of the steam room, showers, or fitness equipment is reserved for pass holders and those who pay the daily admission fee. Class fees are reduced for all Pass holders!

## **FUNSHINE CORNER**

Enjoy a great place to play out of the sun, wind or snow. Funshine Corner offers children a safe, indoor play area. Funshine Corner is open during normal operating hours except during a private rental. Membership or daily admission fees apply. Children must be accompanied by an adult. The area is available to rent for a birthday party or get together; please call for availability.



## **GAME ROOM**

Play billiards, table tennis, or just relax. Equipment or table games may be checked out with a Recreation Center Pass or \$4.00 daily use fee at the reception counter. Individuals must be at least 8 years of age to play pool.

## **LOCKER ROOMS AND TOWELS**

The locker rooms include lockers, restrooms, showers, and steam rooms. Coin operated lockers are \$.25 per use. Lockers are also available for an annual rental (full-size locker \$50.00; half-size \$40.00). Towel rentals available at the reception counter for \$1.00 per towel (one free towel rental per visit is included for Recreation or Aquatic Pass holders). A Towel Punch Pass may be purchased for \$.50 per towel (increments of 10 punches must be purchased).

## **STRENGTH AND WEIGHT TRAINING EQUIPMENT**

A variety of equipment is available in the strength room, including numerous selectorized plate weight machines, dumbbells, multi-purpose Smith machine with free weights, and additional machines and benches to work all major muscle groups in the body. Participants must be at least 15 years of age. Ages 13-14 may use the strength room under the direct supervision of a responsible adult.

## **CARDIO FITNESS EQUIPMENT**

We offer designated fitness areas for the comfort and convenience of all patrons. Our cardio room features a seated elliptical, rowers, elliptical trainers, treadmills, stair-stepping machines, a Technogym Crossover, upright and recumbent bikes, workout mat areas, televisions, and more. Participants must be at least 13 years of age. Ages 11-12 may use the cardio room under the direct supervision of a responsible adult.

## **DROP-IN SPORTS\***

*\*Drop-in sports and games will not be held during special events/private rentals.*

Join others and play the sports and games you love!  
Admission is a Rec Center Pass or \$4.00 daily use fee.

### **PICKLEBALL**

Pickleball is a game played on a badminton-sized court with the net lowered to 34 inches at the center. It is played with a perforated plastic baseball (similar to a wiffle ball) and wood or composite paddles. All equipment needed is available for use. Pickleball is easy to learn and quickly grows into a fast-paced, competitive, and fun game! Drop-in Pickleball will be held in half of the gym Monday through Friday, 9:00-11:00 am, Mondays and Wednesdays from 3:30-4:45 pm, and Fridays from 6:00-8:00 pm.



### **TABLE TENNIS**

Drop-in table tennis is held Mondays, Wednesdays, and Fridays from 9:00-11:00 am and Sundays from 1:30-3:30 pm. Bring your paddle or borrow one of ours!

### **VOLLEYBALL**

Nets are set up for drop-in volleyball each weekend on Saturdays, 4:00 - 7:00 pm and Sundays, 3:30 - 6:00 pm. Volleyballs are available for check-out at the Front Desk.

### **BASKETBALL**

Stop by the Rec Center for pickup hoops. Basketballs are available for check-out at the Front Desk. 11:30 am - 1:30 pm Monday through Friday and all other times the gym is not in use.

# Dance & Cheer Classes



Welcome to the wonderful world of dance! Choose from a variety of classes for all ages and abilities and improve coordination, flexibility and self-confidence. Classes meet for 11-12 weeks and end with the Fall Dance Recital in December. \*Costume fees of \$50 are included in most youth ballet class registration fees (\$20 for Hip-Hop and Beginning Clogging). NO THURSDAY CLASSES NOVEMBER 28.

**PRE-SCHOOL DANCE-** Hop, skip, plie, and turn—Your preschooler will learn ballet and dance basics while working on coordination and flexibility and having fun with creative movement. Ballet shoes, tights and leotard required.

**BEGINNING BALLET-** Students will learn the basic foundations of ballet including positions, proper body form and classical technique. Class will include footwork, barre, center and movement across the room. Ballet shoes, tights and leotard required for girls, black pants for boys.

**INTERMEDIATE BALLET-** A continuation of beginning ballet focusing on more difficult exercises, technique and combinations. Must have permission of instructor.

**ADVANCED BALLET-** For the serious student, this higher level of training involves a continuation with more disciplined techniques, choreography, strength training and fine detail. Must have permission of instructor.

**BEGINNING HIP-HOP-** Learn basic Hip-Hop steps along with trendy moves and combinations! Dance to cool music, have fun and make new friends. Wear comfortable clothing and dance sneakers or sneakers.

**CLOGGING-** Clogging is an experience that is fun, energetic, and a great form of cardio exercise! It teaches coordination, rhythm, performance skills and confidence. Fun for all ages, the dancers create audible percussive rhythms with their footwear and dance to all types of music from traditional bluegrass and country to contemporary Pop, Broadway tunes, & international music! Clogging taps available for \$17; call Lori at 235-8473.

**BALLET BARRE-** Ballet Barre exercise is inspired by traditional barre work in Ballet. It began by helping to gain strength and flexibility while toning the body without the dance class. Light weights and floor work will be included. Wear form-fitting, non-restrictive clothing and ballet slippers, foot pads or bare feet.

**BELLY DANCE-** Improve your self-confidence and poise while learning basic techniques, posture, and movements used in American Oriental dance. Wear comfortable, close-fitting clothes (no jeans, no sweatshirts), bring a hip-scarf or shawl to tie around your hips, and come prepared to have fun! Open to all regardless of body type, gender, or experience.

CLASS	DAYS	TIMES	FEE NO PASS	FEE WITH PASS	DATES	COURSE #
Pre-School Dance, 3-4 *	TUES	5:25-6:05pm	\$129	—	9/17-12/3	9020
Beg Ballet, 5-10 *	MON	4:20-5:10 pm	\$129	\$117	9/16-12/2	9021
Intermediate Ballet, 6-11 *	THUR	4:20-5:20 pm	\$137	\$125	9/19-12/5	9028
Advanced Ballet, 10 & up *	TUES	4:15-5:15 pm	\$144	\$132	9/17-12/3	9022
Beg Hip-Hop, Ages 8-12 *	THUR	6:15-7:00 pm	\$94	\$82	9/19-12/5	9026
Beg Clogging, Ages 5-10 *	THUR	5:30-6:10 pm	\$94	\$82	9/19-12/5	9025
Intermediate Clogging, 15 & up	MON	5:45-6:45 pm	\$81	\$69	9/16-12/2	9029
Advanced Clogging, 15 & up	MON	6:15-7:15 pm	\$81	\$69	9/16-12/2	9024
Ballet Barre, 15 & up	MON	5:20-6:15 pm	\$81	\$69	9/9-12/16	9023
Belly Dance, Adults	WED	6:35-8:05 pm	\$97	\$85	9/18-12/4	9027

\*Costume fees of \$50 are included in registration fees, \$20 for Hip-Hop & Beg Clogging.



**PLEASE NOTE:** All Recreation Center classes require a minimum number of participants to be held. Please be sure to register early as classes that have not met minimums at least 4 days prior to the start of class will not be held. Don't miss out on your favorite activity!

## YOUR DANCE INSTRUCTORS



**Lori Spearman** has taught **Clogging** for over 25 years. Our **Belly Dancing** instructors, **Melissa Connely** and **Crystal St Gelais**, have both been involved with the class for over 10 years. **Lucia Hill** has over 25 years of teaching and dancing experience. Ballet is her first love, but she enjoys all forms of dance and will be teaching **Pre-School Dance**, all of the **Ballet** classes, **Beginning Hip-Hop**, **Beginning Clogging** and **Ballet Barre**.



## CHEERLEADING CLINIC

For ages 8-12. Cheerleading is one of the most energetic - not to mention loudest, classes at the Casper Recreation Center! The stunts, jumps, chants and cheers are a healthy first step towards an active lifestyle learning teamwork, trust and cooperation. Instructor Lauren Tyson has over 8 years experience in cheerleading and gymnastics. NO CLASS OCTOBER 31.



DAYS	TIMES	DATES	FEE NO PASS	FEE W/ PASS	COURSE #
THURS	4:30-5:30 pm	9/19-11/14	\$62	\$50	9040

Also... Check out our **NEW Rhythmic Gymnastics** class on page 8!

# Specialty Classes



**BABYSITTING 101**– This comprehensive babysitting training for 11 to 14 year olds is a fun, interactive class that trains emergent babysitters in important topics.

Content includes getting started, understanding the likes & dislikes of children, preparing a fun, practical tote bag & playing with kids of all ages. Students will learn solutions to the most common problems babysitters face and how to perform basic first aid - including a demonstration of CPR & abdominal thrusts for choking emergencies. Students will receive a notebook with first aid information and resource guide. Instructor: Megan Cruickshank

**YOUTH POTTERY**– Bring out your creative side and learn techniques of working with clay and throwing on the wheel! All supplies are furnished and firing is included. Instructor: Brandon Bassett



**CUPCAKE DECORATING**– Join Lauren Tyson in these tasty and fun filled decorating classes! Choose to experiment in a 2 hour workshop or delve into the 4 week session that encourages creativity and explores the joys of baking while learning beginning decorating skills. Ingredients and tools provided; wear clothing you don't mind getting messy. Decorating opportunities:

**Mom and Me Cupcakes, ages 4-7 with an adult**– Attendees will be led in decorating mini-cupcakes with their kiddos.

**Halloween Cupcakes, ages 8-12**– Have fun decorating cupcakes with monsters, spiders and ghosts.



**Beginning Bakery Decorating, ages 8-12**– Learn how to prepare icing, make cupcakes, work with different decorating tips and even how to work with the wonders of fondant!

**ALL MEDIA**– Come and have fun exploring your favorite art medium whether it be acrylic, oil, collage or watercolor. Class begins with a critique and feedback session, followed by creative tips and instruction from Michele McDonald, plus plenty of time to paint. Gain inspiration from the other artists in the class. All levels are welcome.

**BEGINNING CROCHET & KNITTING**– Learn to crochet or knit an easy scarf or hat and stay warm in the Wyoming wind. Supply list available at registration. Instructor: Nancy Pawlowski

**TATTING**– Tatting involves wrapping thread around a shuttle and then using the thread to form knots to create rings and chains in delicate designs. Projects can include doilies, ornaments, bookmarks, as well as edgings on handkerchiefs, and more. In this class you will have the opportunity to make either a bookmark or a small ornament to learn the basics of Tatting. Supplies are furnished. Instructor: Nancy Pawlowski

CLASS	DAYS	TIMES	DATES	FEE NO PASS	FEE W/REC PASS	COURSE #
Babysitting 101, ages 11-14	SAT	9:30-1:00 pm	Sept 28	\$21	\$19	9054
Babysitting 101, ages 11-14	SAT	9:30-1:00 pm	Nov 2	\$21	\$19	9055
Youth Art & Pottery, ages 7-12	TUES	6:00-7:30 pm	9/24-11/12	\$75	\$63	9060
Mom & Me Cupcakes	SAT	1:00-2:30 pm	Oct 5	\$18	\$16	9056
Halloween Cupcakes	SAT	1:00-3:00 pm	Oct 26	\$20	\$18	9058
Beginning Decorating	MON	5:30-6:45 pm	11/4-11/25	\$49	\$41	9062
All Media	TUES	9:30 am-12:00 pm	10/15-12/3	\$107	\$95	9053
Crochet & Knitting	TUES	5:00-6:30 pm	9/17-10/22	\$69	\$57	9057
Crochet & Knitting	TUES	2:00-3:30 pm	11/5-12/10	\$69	\$57	9061
Tatting	TH	5:30-7:00 pm	10/3-10/24	\$53	\$45	9059

**CRAFTY KIDS HOLIDAY PARTY**  
**SATURDAY, DECEMBER 7**  
**1:00-4:00 PM**



At the Crafty Kids Holiday Party, kids will paint a pottery ornament or gift, decorate cookies, and enjoy hot chocolate and games! Open to ages 5-12. Don't miss out!

**\$18 non-members / \$16 CRC members. Class #9063**



**POTTERY PAINTING PARTIES:**



Looking for a great birthday party or gathering option? Get creative with a Pottery Painting Party at the Casper Recreation Center! Participants select a pre-fired bisque pottery item and paint their pieces as they wish. Parties include bisque pieces, painting supplies, craft instructor (for first hour of party), and use of a craft room for a two hour period... Paint, then party! Pottery will be fired after the party and may be picked up by participants at a later date. Party price is \$110 for up to 8 painters and \$10 for each additional painter. Reservations for Pottery Painting Parties must be made at least seven days in advance by contacting the Recreation Division at 235-8403.








# Fitness/Fencing/TaeKwon-Do

**PLEASE NOTE:** All Recreation Center classes require a minimum number of participants to be held. Please be sure to register early as classes that have not met minimums at least 4 days prior to the start of class will not be held. Don't miss out on your favorite activity!

Join one of our group fitness classes for health, fitness & fun and enjoy a variety of challenging workouts. Register for a full session or mix-and-match your workouts, days, and times with a Fitness Punch Pass. It is strongly recommended consulting your physician before beginning an exercise program. Try out any of our Fitness classes FREE the first time. **NO CLASSES NOVEMBER 28 or 29.**



CLASS	DAYS	TIMES	DATES	FEES NO PASS	FEE WITH PASS	COURSE #
<b>SESSION I</b>						
Ballet Barre	Mon	5:20-6:15 pm	9/9-12/16	\$81	\$69	9023
Morning RIP	W/F	9:00-10:00 am	9/4-10/25	\$82	\$70	9032
Forever Fit	M/W	8:00-8:50 am	9/4-10/23	\$58	\$46	9030

CLASS	DAYS	TIMES	DATES	FEES NO PASS	FEE WITH PASS	COURSE #
<b>SESSION II</b>						
Morning RIP	W/F	9:00-10:00 am	10/30-12/20	\$78	\$66	9033
Forever Fit	M/W	8:00-8:50 am	10/28-12/18	\$61	\$49	9031

**DAILY DROP-IN REGISTRATION**  
**\$7.00 PER CLASS** for fitness classes ONLY.  
 Great for visitors!  
**FITNESS PUNCH PASS \$65.00 for 10 Classes.**  
 Use this pass to attend any of our fitness classes.

**FITNESS CLASSES**  
**RIP-** Get ripped! RIP is a 60 minute barbell program for men and women of all ages and fitness levels. Matching movement to music and using traditional strength training allows participants to work at their own level while toning muscles and burning calories. Instructor: Phyllis Pearl-Erk

**FOREVER FIT-** Get a great workout and maintain a better state of physical well-being by improving your circulation, flexibility and fitness level. Patty Kempf will take you through a warm-up, a variety of low impact aerobics, weights, resistant tube exercises, chair exercises and stretching. This special comprehensive fitness program is designed for the 50-plus crowd but is great for anyone interested in a great workout with lots of variety!

**BALLET BARRE-** Ballet Barre exercise is inspired by traditional barre work in Ballet. It began by helping to gain strength and flexibility while toning the body without the dance class. Light weights and floor work will be included. Wear form-fitting, not-restrictive clothing and ballet slippers, foot pads or bare feet.

DAYS	TIMES	DATES	FEE NO PASS	FEE W/ PASS	COURSE #
MON	6:30-8:00 pm	9/16-10/28	\$71	\$59	9041
MON	6:30-8:00 pm	11/4-12/16	\$71	\$59	9042

**FENCING**  
 An introduction to the Olympic sport of fencing. Students age 9 through adult will learn basic foot work and use of the Foil. Students with prior experience will brush up on their basic skills and work on more advanced moves. **\*For those students that don't have their own equipment, there is a \$10.00 equipment fee.**  
 Instructors: Michael Bailey and Vince Crolla.



**TAEKWON-DO**  
 Improve your fitness level and self-confidence and learn self-defense tactics in TaeKwon-Do class for ages 8 and up (unless accompanied by a participating adult; minimum age with adult is 6). This Korean form of karate involves the skilled application of punches, kicks, blocks and dodges with bare hands and feet under the requirements of US and International TaeKwon-Do Federations. Beginners meet twice a week on Tuesdays and Thursdays; an additional class for advanced students will be held on Fridays. Parents need to come to first class to sign USTF waiver. **Sign up parent and child and receive 10% discount on both registrations.** Instructors: Jerry Sisco, 7th Degree Master Instructor, USTF State Director and Kerri McDill, 4th Degree Black Belt. **NO CLASS NOVEMBER 28 or 29.**

CLASS	TIMES	DATES	FEE NO PASS	FEE W/ PASS	COURSE #
TaeKwon-Do Beginning, T/TH	5:45-7:15 pm	9/3-10/24	\$75	\$63	9047
TaeKwon-Do Beginning, T/TH	5:45-7:15 pm	10/29-12/19	\$71	\$59	9048
TaeKwon-Do Advanced, T/TH/F	5:45-7:15 pm	9/3-10/25	\$106	\$94	9045
TaeKwon-Do Advanced, T/TH/F	5:45-7:15 pm	10/29-12/20	\$98	\$86	9046

# Gymnastics & Camp Programs

## YOUTH GYMNASTICS

Students must wear shorts, sweatpants or leotards.  
No jeans or tights.  
NO CLASS NOVEMBER 27 OR 30.

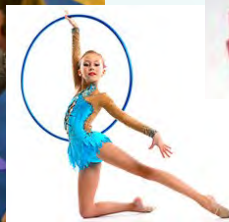
**GYM JAM-** Music, movement, tumbling and games create an enriching parent/child environment focusing on social interaction, repetition, and play. Children 18 months to 3 years old will improve motor skills and build a foundation for a healthy lifestyle while spending quality time with parent or other adult family member. Instructor: Lucia Hill

**TOT TUMBLING-** 3-4 year olds will have fun learning basic tumbling moves and be introduced to the gymnastics equipment for improved coordination and flexibility.

**RHYTHMIC GYMNASTICS-** Students ages 7-12 will develop strength, flexibility, agility balance and eye-hand-foot-coordination. Classes will start with basic body positions and apparatus skills (ribbons, balls, hoops, and ropes) and introduce progressions and interactive games. Participants will have fun and develop their abilities in the sport of rhythmic gymnastics. Class instructed by Anastasiia Lanham, who has over 10 years experience in rhythmic gymnastics.

**BEGINNING GYMNASTICS-** Students ages 5 and up will learn balance, flexibility, coordination, and body awareness while working on tumbling, balance beam, vault and uneven bars.

**ADVANCED BEGINNING & INTERMEDIATE GYMNASTICS-** For those children ages 6 and up who have taken beginning and have the permission of instructors to move up. Two instructors will work with different levels so all students will progress. **Instructors:** Lucia Hill and Lauren Tyson.



CLASS	DAY	TIMES	DATES	FEE NO PASS	FEE WITH REC PASS	COURSE #
Gym Jam	WED	3:55-4:35 pm	9/11-10/23	\$51	—	9043
Gym Jam	WED	3:55-4:35 pm	10/30-12/18	\$51	—	9044
Tot Tumbling	WED	4:40-5:20 pm	9/11-10/23	\$67	—	9049
Tot Tumbling	WED	4:40-5:20 pm	10/30-12/18	\$67	—	9050
Beginning Gymnastics	WED	5:25-6:25 pm	9/11-10/23	\$79	\$67	9036
Beginning Gymnastics	WED	5:25-6:25 pm	10/30-12/18	\$79	\$67	9037
Rhythmic Gymnastics	SAT	9:00-10:00 am	9/21-11/23	\$89	\$77	9051
Beginning Gymnastics	SAT	10:05-11:05 am	9/14-10/26	\$79	\$67	9038
Beginning Gymnastics	SAT	10:05-11:05 am	11/2-12/21	\$79	\$67	9039
Advanced Beginning/ Intermed Gymnastics	SAT	11:10 am-12:30 pm	9/14-10/26	\$95	\$83	9034
Advanced Beginning/ Intermed Gymnastics	SAT	11:10 am-12:30 pm	11/2-12/21	\$95	\$83	9035

## KIDS NIGHT OUT

Leave the parents at home and come out for a fun night at the Rec Center! Kids ages 5-12 will be active, have fun, and make friends in this safe, supervised program. Swim, play games, create crafts, enjoy pizza and drink for dinner, and have a great time! Don't forget your swimsuit and a towel.



DAY	TIMES	DATES	FEE NO PASS	FEE W/ REC PASS	COURSE #
SAT	4:00-7:00 pm	Nov 9	\$16	\$14	9075
SAT	4:00-7:00 pm	Dec 14	\$16	\$14	9076

## SUPER FUN DAYS & CAMPS

REGISTER EARLY TO GUARANTEE A SPOT!

Worried about what to do with the kids during school breaks? The Rec Center's Super Fun Days & Camps are the answer. Elementary age children will participate in a variety of activities including arts & crafts, sports, dance, ice skating, swimming, games and more. Children will be ice skating during Super Fun Days and swimming & skating during the Holiday Camp. They will need to bring warm clothes for skating or swimsuit, towel and towel for swimming, sack lunch and morning snack. Leaders available 7:30 am-5:30 pm.



<b>SUPER FUN DAY:</b>	Fri	Nov 1	\$19/\$17	#9064
<b>SUPER FUN DAY:</b>	Wed	Nov 27	\$19/\$17	#9065
<b>HOLIDAY CAMP:</b>	M-F	12/19-12/31	\$135/\$123**	#9066

\*\*Limited number of Daily registrations available for \$19/\$17\*\*  
NO CAMP DECEMBER 25;  
camp will close at 3:00 pm on December 24.

# Sports Leagues & Tournaments

## 4TH & 5TH GRADE SCHOOL SPORTS C.A.S.P.E.R.

Offered in coordination with the Natrona County School District

### Boys' & Girls' Volleyball

Register By: September 9

Games: September 21 - October 26



### Girls' Basketball

Register By: November 4

Games: November 23, 2019- January 18, 2020

### Boys' Basketball

Register By: January 13, 2020

Games: January 25 - February 29, 2020



Cost for Each Sport: \$15

- All registrations accepted at the Casper Recreation Center or online at [crlasports.com](http://crlasports.com)
- Games played Saturdays at the Casper Recreation Center
- Kids registered by the deadline will play for their school team
- Practices will be held at the student's school

## 34TH ANNUAL CASPER OPEN VOLLEYBALL TOURNAMENT

Volleyball enthusiasts from all over the Rocky Mountain Region come to Casper to compete in "The Open" each year. Men's and women's divisions include competition in Power, Semi-Power or Recreational. The tournament format is one day of pool play followed by double elimination bracket competition on Sunday. Last year 146 men's and women's teams participated. Register online at [crlasports.com](http://crlasports.com).

Tournament Dates: November 16-17

Team Fee: \$100

Team Registration Deadline: Thursday, October 31

## BASKETBALL LEAGUES

Season: November 25, 2019 - February 21, 2020

Team Fee: \$540

Team Registration Deadline: Thursday, November 7



Men's and women's teams interested in playing in the adult basketball league should drop by the Casper Recreation Center to pick up an informational packet or visit [crlasports.com](http://crlasports.com). All team entries are due by November 7 with games getting underway November 25.

## 2020 Winter/Spring Leagues & Tournaments

### 30th Annual Casper Youth Basketball Tournament (March 21-22)

Team Registration Deadline: Thursday, March 5

### 11th Annual Casper Coed Volleyball Tournament (April 18-19)

Team Registration Deadline: Thursday, April 9

### JO Girls' Fast Pitch Softball League (May 18-July 9)

Registration Deadline: Saturday, April 18

### Adult Softball League (May 11-August 14)

Team Registration Deadline: Thursday, April 9

Registration Forms are available at [crlasports.com](http://crlasports.com)

## COED VOLLEYBALL LEAGUES

Season: February 24 - May 7, 2020

Team Fee: \$275

Team Registration Deadline: Thursday, February 6, 2020

The Coed Volleyball League reached full capacity last season. Don't wait! Get your team together now in preparation for this popular spring sport. Visit [crlasports.com](http://crlasports.com) for more info.

## WORK IN SPORTS

The Casper Recreation Division is looking for ambitious, conscientious individuals to officiate any of the following sports: basketball, volleyball and softball. Slots are available in youth and adult leagues. Training is provided. Contact the Sports Coordinator for scheduling and income opportunities, 235-8388.



# Fort Caspar Museum

4001 Fort Caspar Rd • 307-235-8462 • [www.fortcasparwyoming.com](http://www.fortcasparwyoming.com)

**Museum hours:** May – September, 8 am – 5 pm daily; fort buildings are open daily, 8:30 am – 4:30 pm  
October - April, Museum open Tuesday through Saturday, 8 am-5 pm; fort buildings closed

**Admission\*:** Adults \$4; Seniors (62+) \$3; Youth (ages 13 – 18) \$3; Children 12 & under are free • \*Admission is half price October - April

- Exhibits:**
- *Firearms from the Collection and Casper's Puppet Playhouse* (both exhibits open thru November 9)
  - *Reflections of Casper, Then & Now: Artwork by Suzette McIntyre* (September 12 — November 30)
  - *Washakie: Through the Lens of Time* (December 5, 2019 — February 1, 2020)

- Events:**
- Community Free Admission Day is Saturday, **September 28**.
  - "Ghost Tours of Fort Caspar" will be held on **October 18 & 19, 25 & 26**; this is a ticketed event. Tickets go on sale on October 1.
  - "Candlelight Christmas at the Fort" will be held **December 7**, 5:30 – 8:30 pm; this a FREE, drop-in program.

**Hands-on History Workshops:** Hands-on workshops; cost is \$5/person (\$3 for members) and open to ages 5 to 105. Class sizes are limited, so please register in advance. Kids 7 thru 17 may be dropped off with a release. **Classes & dates:** "School Lunch" (9/14); "You're Invited!" (9/28); "Pumpkin Oobleck" (10/12); "Scaredy Cat" (10/26); "Color My World" (11/9); "Thank You, Sarah" (11/23); "Simple Pleasures" (12/14); "Roll In the New Year" (12/28)

Online Registration: [www.activecasper.com](http://www.activecasper.com)

# Aquatic Center

The Casper Family Aquatic Center is the area's largest aquatic facility. It offers two huge slides, hot tub, lap pool, and many water features. Swim lessons and water exercise classes are held at various times throughout the day and evening. Individuals and families are sure to find many opportunities to stay active and have fun this Fall.

## Aquatic Center Operating Schedule

### Leisure & Splash Pool Hours:

Closed Monday thru Thursday, 5:20-7:00 pm, only during swim lesson weeks. Please check class schedules—Leisure and Splash Pools will be available for Open Swim when classes are not in session.

### Open Swim Hours: (Slide & Spray Features OFF)

Monday thru Friday—6:00 am to 1:00 pm  
Toddler Time Swim—Tuesday & Thursday 11:00 am to Noon  
Saturday—8:00 to 11:30 am

### Open Swim Hours: (Slide & Spray Features ON)

Monday thru Thursday—1:00 to 5:20 pm  
Friday—1:00 to 6:00 pm  
Saturday—11:30 am to 6:00 pm  
Sunday—1:00 to 5:00 pm

### Lap Pool Hours:

#### At least 2 lap lanes available

Monday thru Thursday 6:00 am to 5:20 pm  
Friday—6:00 am to 4:00 pm  
Saturday—8:00 to 9:20 am

#### Alligator Float Toy Hours

Friday—4:00 to 6:00 pm  
Saturday—11:30 am to 6:00 pm  
Sunday—1:00 to 5:00 pm

### Lazy River Hours:

#### Water Walking Hours:

##### Spray Features OFF

Monday thru Thursday 6:00 am to 3:00 pm  
Friday—6:00 am to 1:00 pm  
Saturday—8:00 to 11:30 am

#### Open Swim Hours:

##### Spray Features ON

Monday thru Thursday—3:00 to 5:20 pm  
Friday—1:00 to 6:00 pm  
Saturday—11:30 am to 6:00 pm  
Sunday—1:00 to 5:00 pm

Limited Water Walking Availability in the Lazy River on Mon/Wed from 9:30 to 10:15 am due to Easy Does It class.

### Hot Tub Hours:

Monday thru Thursday—6:00 am to 7:00 pm  
Friday—6:00 am to 6:00 pm  
Saturday—8:00 am to 6:00 pm  
Sunday—1:00 to 5:00 pm

### PRIVATE RENTALS:

Friday: 6:00-9:00 pm  
Saturday: 6:00-9:00 pm  
Sunday: 5:00-8:00 pm

Reservations must be made and paid for at least 7 days in advance. Call 235-8403 to make your reservation. Other days and times may be available.

### AQUATIC CENTER DAILY ADMISSION FEES: DAILY ADMISSION

Children 4 and under get in FREE when accompanied by an adult admission  
Limit of 2 children (free) per paid admission  
All Ages .....\$6.00  
Children 7 and under must be accompanied in the water by an adult 18 or over at all times.

### ADMISSION PUNCH PASS

CASPER FAMILY AQUATIC CENTER ONLY - Increments of 10 daily admissions for \$55.00.

### POOL SUPPORT SERVICES

**Towels** for use in the Aquatic Center are available for rental at the reception counter for \$1.00 per towel. (Towel rental is included with Aquatic Center passes.)

**Pro Shop Items** including swim goggles, nose clips, ear plugs, and other related items are available for purchase.

**Lockers** are available for day use only for 25 cents per locker per use. Locker keys are not to be removed from the facility.



## Special Swim Days



under must be accompanied by an adult in the water.

**Toddler Time Swims** - Every Tuesday and Thursday from 11:00 am - 12:00 pm at the Casper Family Aquatic Center. For children age 5 and under and their parents. Special swim price is \$3 per person or use your pool pass; kids 4 and under swim free (limit of 2 children per paid adult admission). Adults are required to accompany their children in the water.

**School's Out Special Swim 1:00 pm to Close: November 1, November 27 & 29, December 19 & 20, December 23 & 24, December 26 & 27 and December 30 & 31.** Children 7 and under must be accompanied by an adult in the water. Regular admission fees apply or use your pool pass.

**Tis' the Season Swim - 5:00 - 7:00 pm Thursday, December 12-** Tis' the season to join in some holiday fun and festivities. Special \$4.00 admission price. Children 4 and under get in free with paid adult admission. Children 7 and under must be accompanied by an adult in the water.

**Half Price Family Swims** - The first Saturday of each month from 11:30 am-1:00 pm admission is a special \$3.00 fee per person. All facility rules apply; children 7 and

**NOTE:** Please watch for posted signs detailing changes in scheduling. The Aquatic Center hosts school groups and private rentals which may occur any time.

# Aquatic Classes

## EASY DOES IT!

This class is geared toward participants who are currently in physical therapy, those who suffer from arthritis and those with joint replacements. Class will consist of low impact aerobics exercises and a short toning portion designed to increase range of motion, relieve symptoms of arthritis and improve muscular strength. A medical release form is required. Great for seniors.

## AQUA INTERVAL

Aqua Interval is a form of cardio-respiratory training involving a combination of high intensity work and low intensity work/rest in repeated successions. High Intensity Interval Training is adaptable and can be tailored for anyone from novice to trained athletes. Class will be held in lazy river, splash and lap pool.

### Session Dates:

I: **September 9—October 16** II: **October 28—December 4** \*\*Pricing has been adjusted for 6 week session  
**Registration Deadlines: I: September 5 II: October 24**

COURSE AND TIMES	DAYS	FEE W/PASS	FEE NO PASS	SESSION I	SESSION II
<b>AQUA INTERVAL</b>					
8:30–9:30 am	M,W	\$65.00**	\$75.00**	8922	8923
<b>EASY DOES IT!</b>					
9:30-10:15 am	M,W	\$38.00**	\$48.00**	8924	8925

## ADAPTED AQUATICS

For all ages. This is a one-on-one 30 minute class where teaching techniques and skills are adapted to accommodate individuals with disabilities or others who have special swimming instruction needs. Cost per 30 minute class is \$9.00. Classes are available on a limited schedule. A medical history form and written permission from doctor is required. Parent consultation with instructor will be required for all minors. Please register by calling Brea 235-8395.

## PRIVATE SWIMMING LESSONS

Private lessons are customized to each swimmer's ability and comfort level. One-on-one 30 minute instruction makes it easy for participants to grow in their swimming skills and gain confidence in the water. Contact the front desk to register at 235-8383. Private lessons are available depending on instructor availability. Open to ages 4+.  
 1 Lesson - \$35 (\$45 non-aquatic member)  
 6 Lessons - \$189 (\$243 non-aquatic member)

**NEW!**

## SWIM LESSONS

**TUESDAY/THURSDAY: 11:00 - 11:30 am**

I: **OCTOBER 8—OCTOBER 31** *Registration Deadline Dates* I: **October 3**

COURSE AND TIMES	DAYS	FEE W/PASS	FEE NO PASS	SESSION I
Parent-Tot Aquatics	T,TH	—	\$45	8926

## PARENT - TOT

For ages 6 mo. - 3 yrs  
 30 minute classes

Parent child aquatics familiarizes young children to the water and prepares them to learn to swim. This course gives parents important safety information and the techniques to help orient children to the water.

## LIFEGUARD TRAINING

FEE: \$160.00

AGES: 16+

ACTIVITY: 8927



Class meets all three days:

Thursday, October 31:  
 5:00 –9:00 PM

Friday, November 1:  
 9:00 am - 5:00 PM

Saturday, November 2:  
 9:00 am - 5:00 PM

## MERMAID SWIMMING LESSONS

*Please register by dates listed for concurrent Swim Lesson sessions*

Has your little swimmer dreamed of life under the sea? Enroll in our fin-tastic mermaid classes. Participants will learn the necessary skills to become successful mermaids while increasing their swimming abilities and water safety knowledge. It is the goal of our mermaids to motivate your children to learn and have fun with different swimming skills and provide a unique swimming experience. Participants must provide their own monofin for Merlings.

### Course Descriptions:

- **Merguppies** - This beginning class will teach mermaid kick, mermaid breaststroke, mermaid dives and water safety knowledge. Participants must have successfully completed Swim Lessons Level 2 (or equivalent) and be at least 6 years old.
- **Merlings** - In this level, mermaids will build on their beginning swimming skills and be introduced to the first piece of the mermaid tail, the monofin. Participants must have successfully completed the Merguppies or Swim Lessons Level 3 (or equivalent) to register.
- **Mermaid Fitness** -This course is designed for participants wanting to learn some of the basic mermaid skills and tricks with a focus on fitness. This course is for participants ages 13+ who are comfortable in deep water.

**Session 1:** October 7- October 30 M/W 6:00-7:00PM #9016- Mermaid Fitness  
 T/TH 4:30-5:15 PM - #9014 - Merlings

**Session 2:** November 4 - November 26 M/W 6:00-7:00PM #9017- Mermaid Fitness  
 T/TH 4:30-5:15 PM - #9015 - Merguppies



# Swim Lessons

## RED CROSS LEARN TO SWIM CLASSES

Participants must be the required age by the first day of class:

**Preschool levels: Ages 3-6**

**Level 1 - 5: Ages 5+**

**Parent-Tot: 6 mo. - 3 yrs**

### PARENT - TOT

30 minute classes (see page 12 for new weekday morning sessions!)

Parent child aquatics familiarizes young children to the water and prepares them to learn to swim. This course gives parents important safety information and the techniques to help orient children to the water.

### PRESCHOOL 1

30 minute classes / 40 min Saturday

Pre-K 1 is the first level of skill building after Parent -Tot. Students learn to feel comfortable in the water and enjoy the water safely. Participants begin the fundamentals of aquatic skills.

### PRESCHOOL 2

30 minute classes / 40 min Saturday

Pre-K 2 is designed for children younger than 5 who have already been in preschool aquatics and wish to develop swimming readiness. Skills are similar to Level 1 and 2, just adapted for younger participants.

### LEVEL 1

#### Introduction To Water Skills

Designed for the non-swimmer who wishes to develop swimming readiness. Elementary skill are taught to help participants feel comfortable in and enjoy the water safely. Recommended for children ages 6+ who have never had swim lessons.

### LEVEL 2

#### Fundamental Aquatic Skills

Designed for the beginner who is comfortable in the water and ready to begin the fundamentals of future strokes on their front and back.

### LEVEL 3

#### Stroke Development

Designed for those who have completed Level 2, or equivalent, and have begun swimming on their own. Participants will learn front crawl and elementary backstroke while building the fundamentals of breaststroke, sidestroke and butterfly.

### LEVEL 4

#### Stroke Improvement

Designed for those who have completed Level 3, or equivalent, and are ready to build stamina while improving front crawl, breaststroke and elementary backstroke while being introduced to butterfly and back crawl.

### LEVEL 5

#### Stroke Refinement

Designed for those who have completed Level 4, or equivalent, and are ready to refine all six strokes: Front crawl, back crawl, breaststroke, sidestroke, elementary backstroke and butterfly.

## SWIM LESSONS WEEKDAY SCHEDULE

### SESSION DATES

I: OCTOBER 7— OCTOBER 30\*

II: NOVEMBER 4— NOVEMBER 26

Registration Deadline Dates I: October 3 II: October 31

Session 1 T/TH class pricing has been adjusted for 7 classes

Session 2 class pricing has been adjusted for 7 classes

TIME AND LEVEL	DAYS	# OF CLASSES	FEE W/ PASS	FEE NO PASS	SESSION I	SESSION II
<b>5:30 – 6:10 pm</b>						
Swim Lesson Level 1	M,W	8	\$43	\$53	8928	8929
Swim Lesson Level 2	M,W	8	\$43	\$53	8930	8931
Swim Lesson Level 3	M,W	8	\$43	\$53	8932	8933
Parent-Tot	M,W	8	—	\$45	8934	8935
Preschool 1	M,W	8	—	\$58	8936	8937
Preschool 2	M,W	8	—	\$58	8938	8939
Swim Lesson Level 1	T,TH	8	\$43	\$53	8940	8941
Swim Lesson Level 2	T,TH	8	\$43	\$53	8942	8943
Swim Lesson Level 3	T,TH	8	\$43	\$53	8944	8945
Parent-Tot	T,TH	8	—	\$45	8946	8947
Preschool 1	T,TH	8	—	\$58	8948	8949
Preschool 2	T,TH	8	—	\$58	8950	8951
<b>6:20 - 7:00 pm</b>						
Swim Lesson Level 1	M,W	8	\$43	\$53	8952	8953
Swim Lesson Level 2	M,W	8	\$43	\$53	8954	8955
Swim Lesson Level 3	M,W	8	\$43	\$53	8956	8957
Preschool 1	M,W	8	—	\$58	8958	8959
Preschool 2	M,W	8	—	\$58	8960	8961
Swim Lesson Level 1	T,TH	8	\$43	\$53	8962	8963
Swim Lesson Level 2	T,TH	8	\$43	\$53	8964	8965
Swim Lesson Level 3	T,TH	8	\$43	\$53	8966	8967
Swim Lesson Level 4–5	T,TH	8	\$43	\$53	8968	8969
Preschool 1	T,TH	8	—	\$58	8970	8971
Preschool 2	T,TH	8	—	\$58	8972	8973

## SWIM LESSONS SATURDAY SCHEDULE

I: SEPTEMBER 28—OCTOBER 26

Registration Deadline Dates I: September 24

TIME AND LEVEL	DAY	# OF CLASSES	FEE W/ PASS	FEE NO PASS	SESSION I
<b>9:30 – 10:20 am</b>					
Swim Lesson Level 1	SAT	5	\$37	\$47	8974
Swim Lesson Level 2	SAT	5	\$37	\$47	8975
Swim Lesson Level 3	SAT	5	\$37	\$47	8976
Swim Lesson Level 4–5	SAT	5	\$37	\$47	8977
Preschool 1	SAT	5	—	\$51	8978
Preschool 2	SAT	5	—	\$51	8979
<b>10:25 - 11:15 am</b>					
Swim Lesson Level 1	SAT	5	\$37	\$47	8980
Swim Lesson Level 2	SAT	5	\$37	\$47	8981
Swim Lesson Level 3	SAT	5	\$37	\$47	8982
Swim Lesson Level 4–5	SAT	5	\$37	\$47	8983
Preschool 1	SAT	5	—	\$51	8984
Preschool 2	SAT	5	—	\$51	8985

# Ice Arena

## PUBLIC SKATING SCHEDULE\*

(Skating sessions may be added during holidays)

Daily.....1:00 - 3:00 pm

Friday Evenings.....5:00 - 7:00 pm

ADMISSION: \$5.00

PUNCH PASS ADMISSION: \$4.50

(Increments of 10 punches purchased)

SKATE RENTAL: \$2.75

WALKER/TRAINER RENTAL: \$3.00

FREE admission & skate rental for children 4 years old and under when accompanied by a paid admission!

### PUBLIC SKATING CANCELLATIONS:

Sept. 2, Nov. 28, Dec. 25, Jan. 1

*\*Schedule subject to change due to special events.*

*Please call 235-8484 for the most up-to-date schedule.*

### SAVE YOUR CASH...GET A PASS!

Skate rental is included, along with discounts for skating classes

### ANNUAL UNLIMITED PUBLIC SKATING PASSES

Child (Age 5 - 12 years) \$ 55.00

Youth (Age 13-18 years) \$ 70.00

Adult (Age 19 years & older) \$ 90.00

Multi-Facility Passes are also available! Please see page 2 for details.

### DROP-IN HOCKEY RATES

Stick & Puck Single Session \$ 6.50

Stick & Puck Punch Pass (10 Sessions) \$ 55.00

Drop-In Hockey \$ 8.50

Drop-In Hockey Punch Pass (10 Sessions) \$ 75.00

### FREESTYLE (FIGURE SKATING) SESSIONS:

Each session lasts 1 hour

Unlimited Monthly Figure Skating Pass \$ 35.00/Month

10-Session Skater/Coach Punch Pass \$ 55.00

(Punches must be purchased in increments of 10)

Walk-On Rate-Single Session \$ 6.50

Casper Ice Arena 235-8484



## ICE SKATING OPEN HOUSE

Saturday, September 7

FREE Public Skating from 1:00-3:00 pm

FREE Ice Skating Lesson starting at 12:30 pm

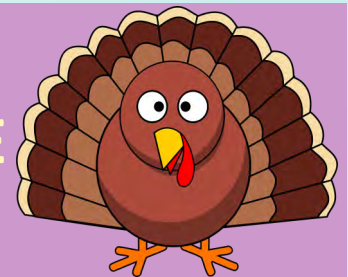
## Spooky Skate

SATURDAY, OCTOBER 26

1:00- 3:00 PM

FEE: \$4 (\$3 WITH A COSTUME)

## TURKEY BOWL SKATE



Saturday,  
November 23

1:00 - 3:00 pm

\$4 Admission

FREE Skate Rental

HAPPY BRRRTHDAY

### ICE ARENA BIRTHDAY PARTIES

- Admission •Skate rental •Reserved lobby table
  - Beverages •Hot dogs or Pizza
  - Free passes for all guests for a future Public Skate
- Check for availability at 307-235-8484



## SKATE WITH SANTA!

Saturday,  
December 21

1:00-3:00 pm

Santa Claus will be skating at the Casper Ice Arena. All ages are welcome and admission is only \$4.00 per person with FREE skate rental!

# Skating Classes

<b>TOTS ICE SKATING</b> AGE 3-5						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Learn-to-Skate class for children who are first time ice skaters.	9008	MONDAY	5:25 -5:55 pm	9/16-10/21	\$49.50	\$55.00
	9009	MONDAY	5:25 -5:55 pm	10/28-12/9	\$49.50	\$55.00
	9010	SATURDAY	11:30 am-12:00 pm	9/21-10/26	\$49.50	\$55.00
	9011	SATURDAY	11:30 am-12:00 pm	11/2 -12/14	\$49.50	\$55.00
<b>BEGINNER ICE SKATING</b> AGE 6 - 9						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Learn-to-Skate class for kids to learn ice skating basics.	8995	MONDAY	5:25 -5:55 pm	9/16-10/21	\$49.50	\$55.00
	8996	MONDAY	5:25 -5:55 pm	10/28-12/9	\$49.50	\$55.00
	8997	SATURDAY	11:30 am-12:00 pm	9/21-10/26	\$49.50	\$55.00
	8998	SATURDAY	11:30 am-12:00 pm	11/2 -12/14	\$49.50	\$55.00
<b>INTERMEDIATE ICE SKATING</b> AGE 5 - 15						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Intermediate Ice Skating is an ice skating class for athletes who are able to ice skate forward and backwards.	8991	MONDAY	5:25 -5:55 pm	9/16-10/21	\$49.50	\$55.00
	8992	MONDAY	5:25 -5:55 pm	10/28-12/9	\$49.50	\$55.00
	8993	SATURDAY	11:30 am-12:00 pm	9/21-10/26	\$49.50	\$55.00
	8994	SATURDAY	11:30 am-12:00 pm	11/2 -12/14	\$49.50	\$55.00
<b>ADVANCED ICE SKATING</b> AGE 5 - 15						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Advanced Ice Skating is for athletes who are developing stroking techniques and edge control.	9012	MONDAY	5:25 -5:55 pm	9/16-10/21	\$49.50	\$55.00
	9013	MONDAY	5:25 -5:55 pm	10/28-12/9	\$49.50	\$55.00
<b>ADULT ICE SKATING</b> AGE 16 & Above						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Adult Skating's mission is to build confidence on the ice. All abilities welcomed.	8988	MONDAY	5:25 -5:55 pm	9/16-10/21	\$49.50	\$55.00
	8989	MONDAY	5:25 -5:55 pm	10/28-12/9	\$49.50	\$55.00
<b>LEARN-TO-PLAY HOCKEY</b> AGE 5 & Above						
	<b>COURSE #</b>	<b>DAYS</b>	<b>TIMES</b>	<b>DATES</b>	<b>CIA PASS FEE</b>	<b>NON PASS FEE</b>
Start your hockey career on Saturday Mornings. Full hockey gear and ability to ice skate forward is required.	9005	SATURDAY	12:05 -12:50 pm	9/21-10/26	\$49.50	\$55.00
	9006	SATURDAY	12:05 -12:50 pm	11/2 -12/14	\$49.50	\$55.00



## What's included with Skating Classes?

- 6 weeks of ice skating or hockey lessons.
- Skate rental and helmets.
- Free Public Skating for students during course session. \*Excluding special events
- Celebrate Skate is held on the last day of each session for everyone to enjoy together.
- Opportunities to join the hockey or figure skating clubs.





# Skating Classes

CLUB HOCKEY	COURSE #	DAYS	TIMES	DATES	CIA PASS FEE	NON PASS FEE
Advanced Adult Hockey League for experienced players.	9000	THURSDAY	9:15 -10:30 pm	10/31-2/27/19	\$130.50	\$145.00
BAD HOCKEY LEAGUE	COURSE #	DAYS	TIMES	DATES	CIA PASS FEE	NON PASS FEE
Beginner Adult Development Hockey program for new players. 4 weeks.	8990	FRIDAY	8:30 - 9:30 pm	9/27-10/18	\$67.50	\$75.00
FAB HOCKEY LEAGUE	COURSE #	DAYS	TIMES	DATES	CIA PASS FEE	NON PASS FEE
Women's Hockey League for players of all levels and abilities. 6 weeks.	9004	SUNDAY	7:45 - 8:45 pm	9/22-10/27	\$85.50	\$95.00
CASPER ADULT HOCKEY LEAGUE	COURSE #	DAYS	TIMES	DATES	Half Season	Full Season
Season includes 15 games plus playoff series.	8999	SUNDAY	8:00 pm / 9:10 pm	11/3 -3/29/19	\$150	\$275
MIDDLE SCHOOL HOCKEY LEAGUE	COURSE #	DAYS	TIMES	DATES	CIA PASS FEE	NON PASS FEE
Casper Middle School Hockey League is intramural for boys and girls 6th-8th Grade	9001	Tuesday/ Thursday	3:15 - 5:15 pm	11/5 - 1/30/19	\$175.50	\$195.00

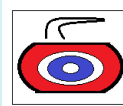
## LOCAL CLUBS AT THE CASPER ICE ARENA



Casper Figure Skating Club:  
Ron Maxwell  
CasperFSC@hotmail.com



Casper Amateur Hockey Club:  
Diane Berg  
Club@Casperhockey.com



Casper Curling Club:  
Dean Boril  
dboril@alluretech.net



# Facility Rentals

## AQUATIC CENTER PARTIES AND RENTALS

The Casper Family Aquatic Center is available for birthday parties and group outings.

### Fees:

#### Party Room:

\$50 - Maximum of 1.5 hours

#### Sundays Only:

\$35 - 1 hour

(does not include pool admission for each person)

Birthday parties include table covering and balloon bouquet.

#### Conference Room:

\$20/Hour

(Maximum of \$135 per day)

#### Entire Facility:

\$405 for up to 75 people

\$475 for 75+ people

- Maximum of three hours

(Available after hours only)

Reservations must be made and paid for at least 7 days in advance.

Call 235-8403 to make your reservation.

## RECREATION CENTER ROOM RENTALS

The Recreation Center is available for rental by outside groups.

### Facilities and Rental Fees:

**Game Room:** \$15/Hour (Maximum of \$85 per day)

#### River or Desert Room

\$20/Hour (Maximum of \$135 per day)

#### Funshine Corner or Sage Studio:

\$25/Hour (Maximum of \$170 per day)

#### Activity Room (Kitchen Included):

-Half \$25/Hour (Maximum of \$170 per day)

-Full \$40/Hour (Maximum of \$270 per day)

#### Gymnasium:

-Half \$50/Hour (Maximum of \$335 per day)

-Full \$75/Hour (Maximum of \$500 per day)

**Entire Facility:** -After Hours Only \$125/Hour

**Additional staffing fees may apply.**

Call 235-8403 to make your reservation. Reservations must be made and paid for at least 7 days in advance.

## ICE ARENA GROUP OUTINGS

A cool idea for your next group outing: Rent the Ice Arena! Affordable hourly rates include skate rentals for everyone. Rental hours vary, so call ahead to reserve a spot for your event.

### Rental Rates:

Under 100 skaters	\$150/hour	April - September
	\$160/hour	Oct. - March
101-149 skaters	\$185/hour	April - September
	\$195/hour	Oct. - March
150-199 skaters	\$235/hour	April - Sept.
	\$245/hour	Oct. - March
200 or more	\$285/hour	April - Sept.
	\$295/hour	Oct. - March

### OTHER CONTACTS:

Stuckenhoff Sports Shooters Complex - 265-2535  
Fort Caspar Museum - 235-8462  
Golf Course - 2010 Allendale Blvd - 233-6620  
Hogadon Basin Ski Area - Casper Mtn. - 235-8499  
Casper Events Center - 235-8441; Box Office - 577-3030  
North Casper Clubhouse - 235-8400  
Casper Rail/Trail - Walking Path, Playground, Shelter- 235-8400  
Crossroads & North Casper Sports Complexes-235-8403

# Super Special Events!

## FALL CARNIVAL



**SATURDAY, OCTOBER 19**

**CASPER RECREATION CENTER 6:00 - 8:00 pm**

Join us for carnival games, inflatable fun, and other spook-tacular activities! Candy and prizes will be awarded at the games and refreshments will be available. This FREE Community Recreation Foundation sponsored event is open to kids 12 and under and their parents.



## CRAFT FAIR

**Friday, November 15, 3:00-8:00 pm**

**Saturday, November 16, 9:00 am-4:00 pm**

**Casper Events Center**

Join us for the largest Craft Fair in Wyoming, November 15 & 16 at the Casper Events Center. Limited booth space

may be available; please contact the Recreation Center for information. Nominal admission charged. The Craft Fair benefits the Community

Recreation Foundation in providing scholarships for recreational activities for youth and senior citizens.

**Largest Craft Fair in Wyoming!**



**Holiday Events**

Have a festive time participating in a holiday-themed swim event or skating at the ice arena!

**THURSDAY, DECEMBER 12: 5:00-7:00 pm:**  
**SWIM** and join in the holiday festivities at the Aquatic Center: \$4 per person.

**SATURDAY, DECEMBER 21: 1:00-3:00 pm:**  
**SKATE** with Santa at the Ice Arena:  
Featuring skating and sleigh rides with Santa.  
Only \$4 per person with FREE skate rental!





**Central Wyoming Regional Water System  
Joint Powers Board**

1500 SW Wyoming Boulevard  
Casper, Wyoming 82604  
(307) 265-6063 • Fax (307) 265-6058

**Board  
Members:**

H. H. King, Jr.,  
Chairman

Larry Keffer,  
Vice-Chairman

Ken Waters,  
Secretary

Paul Bertoglio,  
Treasurer

Steve Freel

Mike Huber

Charlie Powell

**REGULAR JOINT POWERS BOARD MEETING AGENDA**

**Tuesday**

**August 20, 2019**

**11:30 a.m.**

**Regional Water Treatment Plant  
Joint Powers Board Conference Room  
1500 SW Wyoming Boulevard**

1. Announcements
2. Approve Minutes – July 16, 2019 \*
3. Approve Vouchers – August 2019 \*
4. Approve Financial Report – July 2019 \*
5. Operations Update
6. Public Comment
7. Old Business
  - a) Other
8. New Business
  - a) Discuss 2.6 MG Tank Recoating Project No. 18-093 \*
  - b) Other
9. Chairman's Report

**Next Meeting: Regular JPB Meeting – September 17, 2019**

***\*Indicates Attachment***



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

**MEETING PROCEEDINGS**

July 16, 2019

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, July 16, 2019 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

**Board Members Present -** Chairman King, Vice-Chairman Keffer, Secretary Waters, Treasurer Bertoglio, and Board Member Huber. Board Members Powell and Freel were absent.

**City of Casper –** Huber, Andrew Beamer, Bruce Martin, Brian Schroeder, Janette Brown

**Natrona County –** Bertoglio

**Salt Creek Joint Powers Board –** King

**Wardwell Water & Sewer District –** Keffer

**Pioneer Water & Sewer District –** Waters

**Poison Spider Improvement & Service District –**

**Wyoming Water Development Office -**

**Sandy Lakes Estates -**

**Lakeview Improvement & Service District -**

**33 Mile Road Improvement & Service District –**

**Mile-Hi Improvement and Service District –**

**Central Wyoming Groundwater Guardian Team (CWGG) –**

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

The Board meeting was called to order at 11:35 a.m.

1. In Announcements, Mr. Martin stated that Mr. Walsh resigned from the Casper City Council and is no longer on the Board. Mr. Martin stated that the City Council will replace Mr. Walsh after the Council vacancy has been filled.

2. Chairman King asked for a motion to approve the minutes from the June 18, 2019 meeting. A motion was made by Board Member Huber and seconded by Secretary Waters to approve the minutes from the June 18, 2019 meeting. Motion put and carried.
3. Mr. Martin informed the Board that no additional vouchers were added to the voucher listing. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the July 2019 vouchers. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the July 2019 voucher list to include voucher numbers 8040 through 8046 in the amount of \$480,802.28. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for June 2019 was 347 MG, which is 109 MG less than the five year average of 456 MG. Mr. Martin stated that FY19 ended with total production of 3.362 BG, compared to the five year average of 3.621 BG.

Mr. Martin stated that Water Revenue for June was \$638,304.97 which ends FY19 with a total of \$6,193,755.45. Mr. Martin stated that Water Revenue is approximately \$60,000 more than last year due to the wholesale water rate increase.

Mr. Martin stated that since it is the end of the Fiscal Year, the City Finance Department is working on closing out the year and getting ready for the annual audit. Mr. Martin stated that there will not be a June Financial Report until the fiscal year has been closed.

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

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

Mr. Schroeder stated that water demand has increased from June; it is currently at 22 – 23 MGD, which is normal for this time of year.

Mr. Schroeder stated that several capital projects are in progress at the WTP. Mr. Schroeder stated that the 2.6MG tank painters, roofers, and SCADA contractor are all on site this week. Mr. Schroeder stated that the SCADA contractor is on site doing preliminary work for the project.

Mr. Schroeder stated that staff completed all water compliance sampling for June.

Mr. Schroeder stated that the Distribution staff cleaned out the Actiflo lagoon and the Operators will switch over to it this afternoon.

Mr. Schroeder stated that the Operators are working on optimizing chemical usage for each process.

Mr. Schroeder stated that he will be giving the Transmission System Update as Mr. Conner is on vacation.

Mr. Schroeder stated that the system is due for an EPA Sanitary Survey this year. Mr. Schroeder stated that Distribution staff are collecting information and taking new pictures of the water storage tanks for the upcoming survey.

Mr. Schroeder stated that Distribution staff has been mowing weeds at the tanks and boosters. Mr. Schroeder stated that they have also mowed the thistle in the well field. Mr. Schroeder stated that he was informed by Weed and Pest that if the thistle is mowed before it blooms, there is a better chance to eradicate it in the well field.

Mr. Schroeder stated that bearings have been ordered for one of the pumps at the Wardwell Booster.

6. There was no Public Comment.

7. In Old Business:

a. Project Updates:

- i. FY19 Roof Replacement – Under Construction – Limmer Roofing started on the project last week.
- ii. PLC/SCADA Project – Under Construction – HOA Solutions had started in the boosters and wells.
- iii. Wardwell Zone IIIB Tank – Under Construction – Great Plains Structures is getting their paperwork submitted. The project is off to a slow start.
- iv. Raw Water Switch Gear & VFD Replacement – Under Design – West Plains Engineering started working on the project July 1<sup>st</sup> and construction should start in October.
- v. 2.6MG Tank Renovations – Under Construction – Riley Industrial is on site and is sand blasting, working on vents, and a new manway.
- vi. Liquid Oxygen System Heater Replacements – Under Construction – Rocky Mountain Air is building the heaters. An Amendment to the contract is to be considered later in the meeting.
- vii. Well Rehabilitation – Assigned to Engineering Staff – Request for Proposal is out. This project will be the rehabilitation of two wells to increase production as over time the well screens get encrusted and production is decreased.

b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that the replacement of two heaters for the Liquid Oxygen System were budgeted; one in FY19, and one in FY20. Mr. Martin stated that the contractor informed staff that there would be a cost savings if both heaters were replaced at the same time.

Mr. Martin stated that \$50,000 was budgeted in the FY20 Budget, but the cost to replace the second heater only adds an additional \$15,329 to the original contract.

A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve Amendment No. 1 to the Professional Services Agreement with Rocky Mountain Air Solutions for one liquid oxygen heater in the amount of \$15,329. Motion put and carried.

- b. Mr. Martin stated that he received a call from Ms. Bayne with Pioneer Water & Sewer District regarding an easement for the RWS transmission line that was never signed and recorded. Mr. Martin stated that there are new owners of the property so this would be the perfect time to get an easement in place.

Secretary Waters stated that the original easement stated the owners would have five water taps in exchange for the easement. Secretary Waters stated that the new owners stated that they thought they should be entitled to the five taps and the Pioneer Board told them no. Secretary Waters stated that the new property owners want to build a house, and the Pioneer Board told them they would give them one tap for the right-of-way easement and the owners were fine with it as long as they got one residential tap for their house.

Secretary Waters stated that while Pioneer staff was cleaning out boxes of old paperwork, they found a box of unsigned easements, and this was one of them. Secretary Waters stated that it was decided to take care of them as issues come up.

Treasurer Bertoglio asked if this is a Pioneer waterline or an RWS waterline. Secretary Waters stated that it is an RWS waterline. Treasurer Bertoglio asked if there are other service lines coming off the line. Secretary Waters stated that there are other service lines coming off the line as this is one of the RWS lines that is able to be tapped.

Board Member Huber asked how much the system investment fee is for a residential tap. Mr. Martin stated that the RWS system investment fee is \$1,869, plus a physical tap charge. Mr. Martin stated that typically in the past, the Board has not given away taps. Mr. Martin stated that the most recent easement was on the Elevated Airport Tank line and the Board paid the landowner the amount of a new tap, and then the landowner came in and paid the system investment fee with those funds, that way there is a paper trail showing it is a legitimate tap.

Secretary Waters stated that the Pioneer Board agreed to waive their system investment fees for the tap.

Board Member Huber asked how long the section of waterline is on their property. Mr. Martin stated that he wasn't quite sure, but it is quite a bit. Mr. Martin stated that depending on the direction of the Board, the easement could be written for \$1,869 and then the property owner could pay the fees to Pioneer, who

would then forward the fees to the Board.

Board Member Huber stated that it seems the evidence was clear that was what was planned and intended. Secretary Waters stated that Pioneer has the original unsigned easement. Board Member Huber asked if there was any indication that when the easement went to the Pioneer Board or the RWS Board that someone put a stop to it. Secretary Waters stated that was not the case as there were quite a few easements that were found that had not been signed and recorded. Secretary Waters stated that when the water system was first installed, it seems there were a lot of promises made for easements, but no paperwork was signed or recorded.

Treasurer Bertoglio asked if this took place before the waterline was transferred to RWS. Secretary Waters stated that was correct.

A motion was made by Board Member Huber and seconded by Vice-Chairman Keffer to move forward with drawing up the easement with the payment of \$1,869 for the right-of-way with the understanding that system investment charges and a physical tap charge would be due. Motion put and carried.

c. There was no Other New Business.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on August 20, 2019.

A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to adjourn the meeting at 12:00 p.m. Motion put and carried.

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Chairman

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Secretary



**Central Wyoming Regional Water System  
Joint Powers Board**

**UNAPPROVED VOUCHER LISTING  
August 14, 2019**

<b>VOUCHER NO.</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
8047	City of Casper	Operations Reimbursement – June19 No. 2	\$200,952.66
8048	DXP Enterprises, Inc.	Capital Expense – GWHS #4 Pump Repair Kit	\$2,267.64
8049	Riley Industrial Services, Inc.	Capital Expense – 2.6MG Tank Recoating Project No. 18-093	\$150,837.25
8050	City of Casper	Loan Payment	\$127,960.40
8051	HDR Engineering, Inc.	Capital Expense – WTP SCADA Improvements PP#25	\$5,130.17
8052	City of Casper	Operations Reimbursement – July19	\$191,152.38
8053	Williams, Porter, Day & Neville, P.C.	Legal Expense – July19	\$335.00
8054	Lower & Co., P.C.	2.6 MG Water Tank Structural Assessment	\$750.00
8055	HDR Engineering, Inc.	Capital Expense – Wardwell Tank Repairs	\$1,879.54
		<b>Total</b>	<b>\$681,265.04</b>

\*

City of Casper  
 Business Services - Finance Division  
 200 N. David  
 Casper, WY 82601  
 adminsvcs@cityofcasperwy.com  
 (307)235-8400

**INVOICE &  
 STATEMENT OF ACCOUNT**

**8047**

**CUSTOMER:** CENTRAL WYO. REGIONAL WATER SYSTEM JPB  
 1500 SW WYOMING BLVD.  
 CASPER, WY, 82604

DATE: 7/30/2019

CUSTOMER ACCOUNT#: 2784

**ACCOUNT SUMMARY**

**Invoices Due Upon Receipt**

TRANSACTION DATE	INVOICE #	DESCRIPTION	STATUS	INVOICE AMOUNT/ CHARGES REMAINING
06/30/2019	176645	JUNE 2019 OPERATIONS REIMBURSEMENT NO. 2	CURRENT	\$200,952.66

June 2019-2 Total Reimbursement Invoice			
9010.00	Wages & Salaries Dir Labor - O&M		\$0.00
9020.00	Chemical Charge - O&M		\$56,498.80
9030.00	Utilities - O&M		\$131,068.94
9040.00	Supplies - O&M		\$878.42
9060.00	Training - O&M		\$0.00
9070.00	Major Maint, Repair, Replc - O&M		\$7,321.20
9080.00	Testing & Lab Services - O&M		\$4,936.60
9090.00	Other Reimbursable Costs - O&M		\$0.00
6025.10	Capital		\$248.70
	<b>80-404000-5819 Invoice Total</b>		<b>\$200,952.66</b>
	<b>300-6257 MUNIS</b>		

NEW CHARGES	
PREVIOUS BALANCE	\$200,952.66
<b>TOTAL AMOUNT DUE</b>	<b>\$200,952.66</b>

*Delinquent accounts over \$50.00 will be charged an interest penalty of 1.5% per month. Sending payment to cover delinquent invoices (invoice older than 30 days) will prevent further action with the City of Casper collection effort and possible refusal of all city services. Direct all questions about your statement to (307) 235-8400. Please disregard if full payment has been sent.*

**Make all checks payable to City of Casper and include this remittance stub with the invoices you are paying to ensure proper processing.**

**Mail Payments To:**

City of Casper  
 200 N David St  
 Casper, WY 82601

CUSTOMER ACCOUNT#: 2784

TOTAL AMOUNT DUE: \$200,952.66

AMOUNT ENCLOSED: \$200,952.66

Pay Invoice(s): 176645

*If invoice(s) are/is not listed monies received will be posted to the oldest invoice on the account.*

City of Casper Wyoming  
Expenditure Reimbursement Request  
June 30, 2019  
No. 2

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Brenntag Pacific, Inc.	Chemicals	6/30/2019	BPI955578A	11,547.85	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	6/30/2019	BPI955579A	11,727.06	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	6/30/2019	BPI957997	11,383.78	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	6/30/2019	BPI957996	11,134.64	Ferric Chloride
City of Casper Balefill	Refuse Collection	6/30/2019	4361/175720	5,552.92	Sludge Disposal
City of Casper Balefill	Refuse Collection	6/30/2019	4361/175768	15.00	Sludge Disposal
Coastal Chemical Co. - Pcard	Vehicle Supplies	6/30/2019	0119360	109.34	Gasoline
DPC Industries, Inc.	Chemicals	6/30/2019	737002367-19	7,020.97	Sodium Hypochlorite
Energy Laboratories - Pcard	Lab Testing	6/30/2019	242482	231.00	Aerobic Spore Testing
Energy Laboratories - Pcard	Lab Testing	6/30/2019	242385	384.00	IOC & VOC Testing
Energy Laboratories - Pcard	Lab Testing	6/30/2019	242987	1,970.00	CWGG Well Testing
Eurofins Eaton Analytical - Pcard	Lab Testing	6/29/2019	L0457330	200.00	Bromate Testing
Greiner Ford - Pcard	Vehicle Supplies	6/29/2019	511201	731.00	Truck Tires
Hach Co., Corp	Lab Supplies	6/30/2019	11483090	1,136.40	Testing Reagents
Long Building Technologies	Equipment Repairs	6/30/2019	SRVCE0099086A	7,307.20	Chiller Repair
Natrona County - Petty Cash	Other Materials & Supplies	6/30/2019	01-22052219	15.00	Title for 2019 Ram Pickup
Petty Cash	Other Materials & Supplies	6/30/2019		23.08	Food for CWGG Lunch Meetings
Rocky Mountain Air Solutions - Pcard	Chemicals	6/29/2019	30058159	3,684.50	Liquid Oxygen
Rocky Mountain Power	Energy - Electricity	6/30/2019	RIN0029774	116,825.21	Electricity - WTP, Wells
Rocky Mountain Power	Energy - Electricity	6/30/2019	RIN0029774	8,675.81	Electricity - Tanks, Boosters, Meters
Tyler Technologies	Capital	6/30/2019	045-265524	53.00	Implementation of New Accounting Software
Tyler Technologies	Capital	6/30/2019	045-267051	60.35	Implementation of New Accounting Software
Tyler Technologies	Capital	6/30/2019	045-268330	58.97	Implementation of New Accounting Software
Tyler Technologies	Capital	6/30/2019	045-267652	76.38	Implementation of New Accounting Software
Wardwell Water & Sewer District	Water Line Materials	6/30/2019	RIN0029715	14.00	Wardwell Booster Irrigation
WYCOMP, Inc.	Lab Testing	6/30/2019	RIN0029721	1,015.20	CWGG Well Sampling
			<b>Total</b>	<b>\$200,952.66</b>	

City of Casper  
 Business Services - Finance Division  
 200 N. David  
 Casper, WY 82601  
 adminsvcs@cityofcasperwy.com  
 (307)235-8400

**INVOICE &  
 STATEMENT OF ACCOUNT**

8052

**CUSTOMER:** CENTRAL WYO. REGIONAL WATER SYSTEM JPB  
 1500 SW WYOMING BLVD.  
 CASPER, WY, 82604

DATE: 8/5/2019

CUSTOMER ACCOUNT#: 2784

**ACCOUNT SUMMARY**

**Invoices Due Upon Receipt**

TRANSACTION DATE	INVOICE #	DESCRIPTION	STATUS	INVOICE AMOUNT/ CHARGES REMAINING
07/31/2019	176829	JULY 2019 OPERATIONS REIMBURSEMENT	CURRENT	\$191,152.38

July 2019 Total Reimbursement Invoice			
9010.00	Wages & Salaries Dir Labor - O&M		\$99,172.67
9020.00	Chemical Charge - O&M		\$77,094.68
9030.00	Utilities - O&M		\$1,571.61
9040.00	Supplies - O&M		\$3,118.72
9060.00	Training - O&M		\$0.00
9070.00	Major Maint, Repair, Replc - O&M		\$3,434.57
9080.00	Testing & Lab Services - O&M		\$6,744.13
9090.00	Other Reimbursable Costs - O&M		\$0.00
6025.10	Capital		\$16.00
	<b>80-404000-5819 Invoice Total</b>		<b>\$191,152.38</b>

NEW CHARGES	
PREVIOUS BALANCE	\$191,152.38
<b>TOTAL AMOUNT DUE</b>	<b>\$191,152.38</b>

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**Make all checks payable to City of Casper and include this remittance stub with the invoices you are paying to ensure proper processing.**

**Mail Payments To:**

City of Casper  
 200 N David St  
 Casper, WY 82601

CUSTOMER ACCOUNT#: 2784

TOTAL AMOUNT DUE: \$191,152.38

AMOUNT ENCLOSED: \$191,152.38

Pay Invoice(s): 176829

*If invoice(s) are/is not listed monies received will be posted to the oldest invoice on the account.*

City of Casper Wyoming  
Expenditure Reimbursement Request  
July 31, 2019

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
ALSCO - Pcard	Laundry/Towel	07/08/2019	LCAS1276425;1279174	118.02	Mats, Towels, Mops
Atlas Office Products	General Supplies and Materials	07/26/2019	50852-0	326.15	Cleaning Supplies
Atlas Office Products	General Supplies and Materials	07/08/2019	50357-0	214.20	Batteries, Cleaning Supplies
Atlas Office Products - Pcard	General Supplies and Materials	07/23/2019	50708-0	51.24	Envelopes
Atlas Office Products - Pcard	General Supplies and Materials	07/18/2019	50563-0	64.01	Nitrile Gloves, Garbage Liners
Atlas Office Products - Pcard	General Supplies and Materials	07/18/2019	50563-1	43.56	Nitrile Gloves
Bailey's Ace Hardware - Pcard	General Supplies and Materials	07/19/2019	D04579	5.10	Security Signs
Black Hills Energy	Natural Gas	7/24/2019	RIN0029755	1,352.55	Natural Gas
Brenntag Pacific, Inc.	Chemicals	07/19/2019	BPI959617	11,562.95	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	07/19/2019	BPI959616	11,182.21	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	07/24/2019	BPI962197	11,237.20	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	07/29/2019	BPI961275	11,205.75	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	07/29/2019	BPI961274	11,308.04	Ferric Chloride
Casper Contractors Supply - Pcard	General Supplies and Materials	07/23/2019	1514974	129.00	Heat Gun Tool
Casper Contractors Supply - Pcard	General Supplies and Materials	07/19/2019	1514944	44.53	Saw Blades
Casper Contractors Supply - Pcard	General Supplies and Materials	07/15/2019	1514667	31.16	Actiflo straps for lifting sand
Casper Contractors Supply - Pcard	Maint/Repair (non contract)	07/18/2019	1514894	10.76	Water tank project Gasket
Casper Contractors Supply - Pcard	Maint/Repair (non contract)	07/08/2019	1514442	5.35	Decant Pump Repair
Casper Star-Tribune - Pcard	Advertising/Promotion	07/18/2019	56265	43.54	JPB Meeting Legal Ad
City of Casper	Refuse Collection	07/15/2019	4361/176033	15.00	Site Garbage Removal
City of Casper	Refuse Collection	07/19/2019	RIN0029758	119.50	Refuse Collection
City of Casper	Refuse Collection	07/24/2019	4361/176077	30.00	Site Garbage Removal
City of Casper	Refuse Collection	07/24/2019	4361/175976	15.00	Site Garbage Removal
City of Casper	Refuse Collection	07/24/2019	4361/176316	15.00	Site Garbage Removal
City of Casper	Sewer	07/19/2019	RIN0029758	24.56	Sewer Bill
Coastal Chemical - Pcard	General Supplies and Materials	07/11/2019	0119456	90.47	Vehicle Fuel
Consolidated Electrical - Pcard	General Supplies and Materials	07/23/2019	0000007356	34.24	Move Roof Antenna
Consolidated Electrical - Pcard	General Supplies and Materials	07/23/2019	0000007357	188.02	Control Room Lighting Upgrade to LED
Consolidated Electrical - Pcard	General Supplies and Materials	07/15/2019	0970-622993	825.00	Light bulbs for building
Dana Kepner - Pcard	Maint/Repair (non contract)	07/18/2019	2229154-00	29.00	Gasket /Flange for Water Tank
DPC INDUSTRIES, INC.	Chemicals	07/24/2019	737002711-19	7,027.19	Sodium Hypochlorite
DPC INDUSTRIES, INC.	Chemicals	07/24/2019	737002712-19	6,927.73	Sodium Hypochlorite
Energy Laboratories - Pcard	Testing	07/26/2019	249423	231.00	Aerobic Spore Testing
Energy Laboratories - Pcard	Testing	07/23/2019	248316	84.00	TOC, Alkalinity Testing
Energy Laboratories - Pcard	Testing	07/23/2019	247877	231.00	Aerobic Spore Testing
Energy Laboratories - Pcard	Testing	07/15/2019	246372	22.00	Bacti Testing
Energy Laboratories - Pcard	Testing	07/11/2019	244475	231.00	Aerobic Spore Testing
Energy Laboratories - Pcard	Testing	07/11/2019	245631, 245632	288.00	Well Mix TOC, Aerobic Spore Testing
Eurofins Eaton Analytical - Pcard	Testing	07/29/2019	L0462729	200.00	Lab Test Bromate
Ferguson Enterprises - Pcard	Maint/Repair (non contract)	07/11/2019	CC781052-1	8.72	Poly Drum Valve
Grainger - Pcard	Maint/Repair (non contract)	07/18/2019	1356531782	88.57	Ozone Generator Repair
Greiner Ford - Pcard	General Supplies and Materials	07/26/2019	513204	81.25	Vehicle oil Change
Greiner Ford - Pcard	General Supplies and Materials	07/23/2019	513085	51.45	Truck oil change
Hach Company	Lab Supplies	07/24/2019	11547111	269.15	Ammonia/Monochloramine Reagents

City of Casper Wyoming  
Expenditure Reimbursement Request  
July 31, 2019

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Hach Company	Lab Supplies	07/24/2019	11543908	911.26	Ammonia/Monochloramine Reagents
Hach Company	Lab Supplies	07/24/2019	11541831	2,805.21	Lab Reagents
Hach Company	Lab Supplies	07/29/2019	11557279	93.96	Ammonia/Monochloramine Reagents
Harbor Freight - Pcard	General Supplies and Materials	07/18/2019	087694	6.99	Bungee Cords for South Chem
Harbor Freight - Pcard	General Supplies and Materials	07/18/2019	083682	16.49	Tools
Health Insurance	Health Insurance	7/11/2019		7,036.53	Health Insurance
Health Insurance	Health Insurance	7/25/2019		7,036.53	Health Insurance
Home Depot - Pcard	General Supplies and Materials	07/29/2019	074918/8574985	78.71	Control Room Lighting Upgrade to LED
Home Depot - Pcard	General Supplies and Materials	07/29/2019	076307/8574986	72.72	Fold Jab Saw, Cable Cutter, Cord Seal
Home Depot - Pcard	General Supplies and Materials	07/26/2019	099187/9594618	16.42	Control Room Lighting Upgrade to LED
Home Depot - Pcard	General Supplies and Materials	07/26/2019	001135/9594619	70.38	Ceiling tiles
Home Depot - Pcard	General Supplies and Materials	07/18/2019	06459/1573790	15.16	Nozzle for South Chem
IDEXX - Pcards	Lab Supplies	07/18/2019	3050070389	1,202.98	Sample Vessels, Colilert Reagent
KONE, Inc.	Maintenance Agreements	07/10/2019	959296375	2,986.44	Annual Elevator Agreement
Menards - Pcard	Well Supplies	07/18/2019	028438	184.98	Well Supplies
NAPA Auto Parts	General Supplies and Materials	07/15/2019	056079	12.99	Tool for Ozone Repairs
Other Insurance	Other Insurance	7/11/2019		312.89	Other Insurance Benefits
Payroll	Personnel	7/11/2019		34,127.46	7/11/19 Payroll
Payroll	Personnel	7/25/2019		33,061.94	7/25/19 Payroll
Pizza Hut - Pcard	General Supplies and Materials	07/19/2019	036828	70.46	JPB Meeting Lunch
Rocky Mountain Air Solutions - Pcard	Chemicals	07/18/2019	30064935	3,147.25	Liquid Oxygen
Rocky Mountain Air Solutions - Pcard	Chemicals	07/15/2019	30064611	3,496.36	Liquid Oxygen
Smith's - Pcard	General Supplies and Materials	07/18/2019	046224	25.96	Lunch for JPB meeting
Smith's - Pcard	General Supplies and Materials	07/11/2019	030701	53.94	Coffee & Filters, Supplies for JPB Meetings
Smith's - Pcard	General Supplies and Materials	07/11/2019	008390	29.03	CPU Development Mtg Lunch
Stotz Equipment	General Supplies and Materials	07/15/2019	P70609	36.99	Weed cutter string
Supplemental Payroll	Personnel	7/3/2019		17,597.32	7/3/19 Supplemental Payroll
Sutherlands - Pcard	General Supplies and Materials	07/26/2019	000814	19.92	Move Roof Antenna
Sutherlands - Pcard	General Supplies and Materials	07/18/2019	088046	16.99	Nose for Power Washer
Sutherlands - Pcard	Maint/Repair (non contract)	07/18/2019	091619	1.34	Ozone Generator Repair
Sutherlands - Pcard	General Supplies and Materials	07/19/2019	025728	7.98	Meter Installation
Tire Rama - Pcard	General Supplies and Materials	07/11/2019	2030129373	25.00	Mower Tire Repair
Tyler Technologies	Capital	07/18/2019	045-268640	16.00	Implementation of New Accounting Software
UPS - Pcard	Testing	07/18/2019	00008F045W289	174.57	Lab Sample Shipping Fees
Wear Parts - Pcard	Maint/Repair (non contract)	07/08/2019	359494	119.41	Decant Pump Repair
Xerox - Pcard	General Supplies and Materials	07/11/2019	097378521	201.65	Office Copier Rental
<b>Total</b>				<b><u>\$191,152.38</u></b>	

Central Wyoming Regional Water System

Gallons Produced  
Water Rates Billed

Fiscal Year 2018-2019

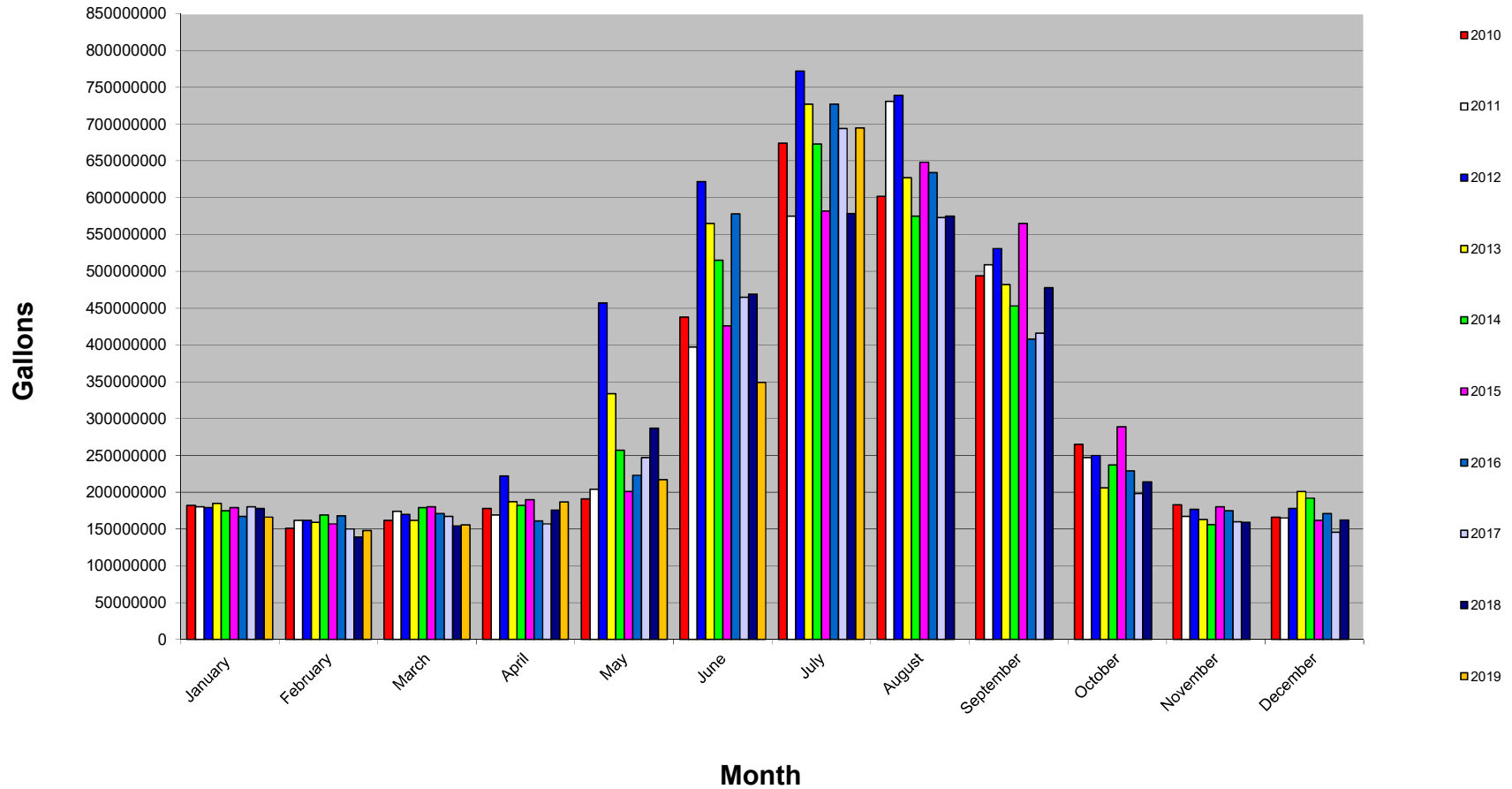
Entity	Gallons of Water Produced		Water Rates Billed	
	7/31/2019	Year-to-Date	7/31/2019	Year-to-Date
Salt Creek JPB	6,543,140.816	6,543,140.816	\$ 12,628.26	\$ 12,628.26
Wardwell W&S	35,250,247.959	35,250,247.959	\$ 68,032.98	\$ 68,032.98
Pioneer	8,113,820.408	8,113,820.408	\$ 15,659.67	\$ 15,659.67
Poison Spider	1,758,571.429	1,758,571.429	\$ 3,394.04	\$ 3,394.04
33 Mile Road	1,196,224.490	1,196,224.490	\$ 2,308.71	\$ 2,308.71
Sandy Lake	2,272,014.286	2,272,014.286	\$ 4,384.99	\$ 4,384.99
Lakeview	999,478.571	999,478.571	\$ 1,928.99	\$ 1,928.99
Mile-Hi	1,172,442.857	1,172,442.857	\$ 2,262.81	\$ 2,262.81
City of Casper	635,485,546.184	635,485,546.184	\$ 1,226,487.10	\$ 1,226,487.10
Regional Water	(468,000.000)	(468,000.000)	\$ (903.24)	\$ (903.24)
<b>TOTAL</b>	<b>692,323,487.000</b>	<b>692,323,487.000</b>	<b>\$1,336,184.33</b>	<b>\$1,336,184.33</b>

**TOTAL PRIOR YEAR (FY2019) GALLONS PRODUCED: 3,361,736,483.000**

**TOTAL PRIOR YEAR (FY2019) BILLING: \$ 6,193,755.45**

\*Total water produced does not equate to total water billed due to credit given.

# WTP PRODUCTION





WTP Operations Budget Comparison As Of 7/31/2019

FUND	ORG	Object	Description	Original Budget	Encumbered	Revised		Remaining	Percent
						Budget	Actual		Used
202	2020002	6001	Salaries and Wages - FT	\$692,968.81	\$0.00	\$692,968.81	\$81,555.26	\$611,413.55	11.77
202	2020002	6002	Salaries and Wages - PT/Season	\$20,835.36	\$0.00	\$20,835.36	\$2,272.84	\$18,562.52	10.91
202	2020002	6004	Overtime	\$14,000.00	\$0.00	\$14,000.00	\$640.63	\$13,359.37	4.58
202	2020002	6005	Standby Pay	\$12,000.00	\$0.00	\$12,000.00	\$1,154.58	\$10,845.42	9.62
202	2020002	6007	Accrued Leave	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00
202	2020002	6009	Supplemental Pay	\$11,200.00	\$0.00	\$11,200.00	\$16,346.80	(\$5,146.80)	145.95
202	2020002	6010	Other Employee Withholdings	\$2,464.00	\$0.00	\$2,464.00	\$0.00	\$2,464.00	0.00
202	2020002	6020	FICA/MC Contributions	\$58,767.62	\$0.00	\$58,767.62	\$7,506.45	\$51,261.17	12.77
202	2020002	6030	Retirement Contributions	\$64,304.73	\$0.00	\$64,304.73	\$7,393.16	\$56,911.57	11.50
202	2020002	6032	Disability Buyback	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
202	2020002	6040	Worker's Compensation	\$20,287.71	\$0.00	\$20,287.71	\$0.00	\$20,287.71	0.00
202	2020002	6051	Health Insurance	\$172,926.21	\$0.00	\$172,926.21	\$21,109.59	\$151,816.62	12.21
202	2020002	6054	Other Insurance	\$3,535.21	\$0.00	\$3,535.21	\$618.84	\$2,916.37	17.51
202	2020002	6080	Other Employee Compensation	\$6,856.00	\$0.00	\$6,856.00	\$750.00	\$6,106.00	10.94
202	2020002	6101	General Supplies and Materials	\$833,285.00	\$16.00	\$833,285.00	\$164,110.29	\$669,158.71	19.70
202	2020002	6103	Postage and Printing	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00	0.00
202	2020002	6111	Electricity	\$731,340.00	\$0.00	\$731,340.00	\$0.00	\$731,340.00	0.00
202	2020002	6112	Natural Gas	\$50,000.00	\$0.00	\$50,000.00	\$1,352.55	\$48,647.45	2.71
202	2020002	6113	Gas/Fuel	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00
202	2020002	6150	Maint/Repair (non contract)	\$50,000.00	\$0.00	\$50,000.00	\$2,902.44	\$47,097.56	5.80
202	2020002	6160	Uniform Expense	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00
202	2020002	6210	Professional Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00
202	2020002	6230	Maintenance Agreements	\$31,049.00	\$0.00	\$31,049.00	\$7,223.69	\$23,825.31	23.27
202	2020002	6240	Testing	\$42,000.00	\$0.00	\$42,000.00	\$6,029.57	\$35,970.43	14.36
202	2020002	6251	Laundry/Towel	\$2,500.00	\$0.00	\$2,500.00	\$308.49	\$2,191.51	12.34
202	2020002	6256	Internal Services	\$101,404.00	\$0.00	\$101,404.00	\$0.00	\$101,404.00	0.00
202	2020002	6601	Tranfers Out	\$10,715.00	\$0.00	\$10,715.00	\$0.00	\$10,715.00	0.00
202	2020002	6720	Travel/Training	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	0.00
202	2020002	6731	Communication	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$2,200.00	0.00
202	2020002	6733	Refuse Collection	\$40,000.00	\$0.00	\$40,000.00	\$209.50	\$39,790.50	0.52
202	2020002	6734	Sewer	\$300.00	\$0.00	\$300.00	\$24.56	\$275.44	8.19
202	2020002	6780	Insurance/Bonds	\$22,098.82	\$0.00	\$22,098.82	\$0.00	\$22,098.82	0.00
202	2020002	6791	Advertising/Promotion	\$800.00	\$0.00	\$800.00	\$43.54	\$756.46	5.44
202	2020002	6793	Dues and Subscriptions	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	0.00
<b>WTP Operations Totals</b>				<b>\$3,026,787.47</b>	<b>\$16.00</b>	<b>\$3,026,787.47</b>	<b>\$321,552.78</b>	<b>\$2,705,218.69</b>	<b>0.11</b>
<b>Boosters &amp; Tanks</b>									
202	2020033	6101	General Supplies and Materials	\$22,000.00	\$0.00	\$22,000.00	\$697.79	\$21,302.21	3.17
202	2020033	6111	Electricity	\$123,420.00	\$0.00	\$123,420.00	\$0.00	\$123,420.00	0.00
202	2020033	6210	Professional Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00
202	2020033	6256	Internal Services	\$169,097.00	\$0.00	\$169,097.00	\$0.00	\$169,097.00	0.00
<b>Boosters &amp; Tanks Totals</b>				<b>\$316,517.00</b>	<b>\$0.00</b>	<b>\$316,517.00</b>	<b>\$697.79</b>	<b>\$315,819.21</b>	<b>0.0022</b>
<b>Groundwater Guardian</b>									
202	2020034	6101	General Supplies and Materials	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00
202	2020034	6103	Postage and Printing	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	0.00
202	2020034	6240	Testing	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00	0.00
202	2020034	6791	Advertising/Promotion	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00
<b>Groundwater Guardian Totals</b>				<b>\$5,300.00</b>	<b>\$0.00</b>	<b>\$5,300.00</b>	<b>\$0.00</b>	<b>\$5,300.00</b>	<b>0.00</b>

RWS Agency Budget Comparison As Of 7/31/19

FUND	ORG	Object	Description	Original Budget	Encumbered	Revised	Actual	Remaining	Percent
						Budget			Used
300	300	4220	State Grants	-\$1,300,000.00	\$0.00	-\$1,300,000.00	\$0.00	-\$1,300,000.00	0.00
300	300	4501	Interest Earned	-\$70,000.00	\$0.00	-\$70,000.00	\$0.00	-\$70,000.00	0.00
300	300	4503	Gain on Sale of Capital Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	4504	Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	4505	Misc. Revenue	-\$50.00	\$0.00	-\$50.00	\$0.00	-\$50.00	0.00
300	300	4601	Water Utility Charges	-\$7,106,511.00	\$0.00	-\$7,106,511.00	\$0.00	-\$7,106,511.00	0.00
300	300	4650	System Development Charges	-\$245,000.00	\$0.00	-\$245,000.00	-\$9,345.00	-\$235,655.00	3.81
<b>RWS Agency Revenue Totals</b>				<b>-\$8,721,561.00</b>	<b>\$0.00</b>	<b>-\$8,721,561.00</b>	<b>-\$9,345.00</b>	<b>-\$8,712,216.00</b>	<b>0.00</b>
300	300	6210	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	6212	Legal Services	\$30,000.00	\$0.00	\$30,000.00	\$411.00	\$29,589.00	1.37
300	300	6213	Investment Services	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00
300	300	6214	Consulting Services	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	0.00
300	300	6215	Acctg/Audit Services	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$32,000.00	0.00
300	300	6255	Other Contractual	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0.00
300	300	6257	Reimbursable Contract Exp.	\$3,349,603.00	\$0.00	\$3,349,603.00	\$676,473.74	\$2,673,129.26	20.20
300	300	6303	Buildings - New	\$282,000.00	\$0.00	\$282,000.00	\$0.00	\$282,000.00	0.00
300	300	6305	Improvements Other Than Bldgs	\$1,071,000.00	\$0.00	\$1,071,000.00	\$13,720.15	\$1,057,279.85	1.28
300	300	6307	Intanibles - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	6311	Light Equipment - New	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00
300	300	6312	Light Equipment - Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	6320	Technology - Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	6321	Technology - Replacement	\$6,000.00	\$0.00	\$6,000.00	\$907.72	\$5,092.28	15.13
300	300	6501	Principal	\$2,086,798.00	\$0.00	\$2,086,798.00	\$115,074.69	\$1,971,723.31	5.51
300	300	6510	Interest	\$483,778.00	\$0.00	\$483,778.00	\$12,885.71	\$470,892.29	2.66
300	300	6720	Travel/Training	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00
300	300	6780	Insurance/Bonds	\$97,544.00	\$0.00	\$97,544.00	\$0.00	\$97,544.00	0.00
300	300	9100	Revenue Control	\$0.00	\$0.00	\$0.00	-\$7,476.00	\$0.00	0.00
300	300	9110	Estimated Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9200	Expenditure Control	\$0.00	\$0.00	\$0.00	\$819,473.01	\$0.00	0.00
300	300	9210	Appropriations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9300	Encumbrances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9400	ACI Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9500	Fund Balance - Unreserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9510	Budgetary FB - Unreserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9520	FB Reserve For Encumbrances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
300	300	9530	Budgetary FB Reserve - Encumb	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
<b>RWS Agency Expense Totals</b>				<b>\$7,470,223.00</b>	<b>\$0.00</b>	<b>\$7,470,223.00</b>	<b>\$1,631,470.02</b>	<b>\$6,650,749.99</b>	<b>0.22</b>

July 24, 2019

Mr. Andrew Colling  
Engineering Dept.  
City of Casper, Wyoming  
Public Services Department  
200 North David Street  
Casper, WY 82601



REF: Central Wyoming Regional Water System 2.6MG Steel Tank Inspection Project,  
Casper, Wyoming.

Dear Mr. Colling:

At your request I observed the above referenced steel water storage tank on July 24, 2019. The purpose of my observations was to assess the condition of the tanks structural systems. The tank was constructed in 1972. The tank has never been re-coated. The roof of the tank is supported by steel framing on 5 interior steel columns.

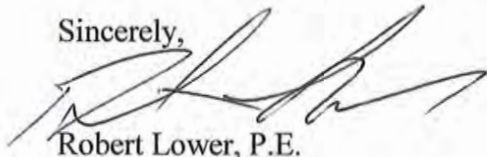
The tank has been cleaned out and loose material has been blasted from the surfaces of the walls, roof and supporting members. Of concern to the coating contractor was the severe corrosion of the members supporting the roof. The rafters and interior beams show severe corrosion. As much as 50% of the cross section of the flanges of these members has been removed. It also appears that settlement of the tank floor has caused significant rotation of many rafters and interior beams. The corrosion damage is evident on most of the members.

The tank walls are in serviceable condition. The tank floor is also in serviceable condition with the exception of some isolated areas near the effluent that require repair.

If this tank is to remain in service for more than just a few years, the roof should be completely re-constructed. The design of the new roof would be by the manufacturer. I believe the most economical solution would be to remove the existing roof and re-construct it with new framing and plate. The new roof would require column support because the existing tank walls are not designed to support the vertical or lateral thrust loading of an arched (shell) roof that would be column free.

If you have any questions or comments, please give me a call.

Sincerely,



Robert Lower, P.E.

19-064

**Agenda Item  
# 8 a**

PHOTOS



Heavily pitted floor plate near effluent



Severely corroded 8" channel rafter



Severely corroded center rafter bearing plate



Severely corroded girder (bottom flange), and connection to column

**From:** Roehr, Mary [mailto:Mary.Roehr@charter.com]  
**Sent:** Thursday, August 15, 2019 10:17 AM  
**Subject:** Charter Spectrum Channel Lineup Changes

Hello.

Charter Communications is making changes to our residential channel lineup for customers in your community.

PROGRAMMING	CHANGE
Fox College Sports	Drop
ACC Network (Atlantic Coast Conference Network)	Launch

Please contact me at [mary.roehr@charter.com](mailto:mary.roehr@charter.com), or 406-671-7956 should you have any questions.

Sincerely,

Mary Roehr



**Mary Roehr** | Director, Government Affairs, Colorado, Montana, Wyoming | C: 406-671-7956  
951 W. Custer Ave. | Helena, MT 59601

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**CITY OF CASPER  
LICENSING AND APPEALS BOARD  
CITY HALL, DOWNSTAIRS MEETING ROOM  
AUGUST 15, 2019  
4:00 P.M.**

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

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

**AGENDA**

- I. ROLL CALL**
- II. CONSIDERATION OF MINUTES FOR MAY 16, 2019 AND JUNE 20, 2019**
- III. MONTHLY REPORT**
- IV. NEW BUSINESS**
- V. APPLICATIONS FOR THE BOARD'S CONSIDERATION:**

**GENERAL CONTRACTORS**

**TROY STEVEN PLACE, PLACE SERVICES INC.** – Applying for a Class I General Contractor's License

**JASON KNOPP, COATES CONSTRUCTION CO., LLC** – Applying for a Class I General Contractor's License.

**SALVATORE J PROVENZA, JR.** – Applying for a Class I General Contractor's License.

**PLUMBING CONTRACTOR**

**ADRIAN MARTINEZ** – Applying for a Master Plumbing License.

- VI. COMPLAINT**  
**DAVID WRIGHT, WRIGHT-WAY ROOFING & FENCE**
- VII. COMMUNICATIONS FROM PERSONS PRESENT**
- VIII. ADJOURNMENT**

**CITY OF CASPER  
CONTRACTORS' LICENSING AND APPEALS BOARD  
MAY 16, 2019**

**MEMBERS PRESENT:**                    **JASON HUBER**                    **SCOTT WARREN**  
   **ZAC HORNER**                    **ADAM HALL**  
   **STEVE BOYLE**

**COUNCIL LIAISON:**                    **KHRYSTYN LUTZ**

**CITY STAFF:**                            **DAN ELSTON**                    **KELLY SHANLEY**

**CALL MEETING TO ORDER** – Vice Chairperson Jason Huber called the regular meeting to order at 4:03 p.m.

**MINUTES FROM APRIL 18, 2019** – Scott Warren moved to approve the meeting minutes of April 18, 2019. Steve Boyle seconded the motion. Motion approved.

**MONTHLY REPORT UPDATE** - Dan Elston reported for the month of April, five building permits were issued for construction of single family homes. The Building Division issued 117 building, 100 electrical, 63 mechanical, and 88 plumbing permits during April with fees collected of \$111,120.24. Overall, the Building Division's value of construction for April was \$5,981,892, which brings the year to date valuation to \$14,372,969. This is approximately \$7 million below this time last year. The inspectors completed 525 inspections in April, which includes grey slips, consults and plan reviews.

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

- Boyd Avenue Church Gym – The roof trusses are in process.
- U-Haul - Old Cretex Building – They are in the process of pouring the building storage pad. After that is complete, they will begin pouring the pads for the RV storage.
- Senior Living Homes - This project is in various degrees of construction.
- City of Casper Balefill Building – This project is behind schedule.
- Masterson Place – The interior is complete; site work is in process. They changed utility contractors; therefore, site work should be completed in June.
- Michaels – Final finishes are in process. They should be ready to start dropping ceiling tile.
- Spectrum – Final finishes are in process.
- Wyoming Medical Center - Hybrid OR – Interior rough-ins are in process.
- Greiner Ford Remodel – Phase II is underway, which includes steel structural beams.
- Wash 'n Glow Car Wash – Site work has begun.
- Rodolph Brothers Remodel/Rebuild
- Taco Bell – East Side – The entire building has been demolished.



Completed Projects:

- Grooms and Harkins CPA Remodel
- Eye Mart Express

New Plans Submitted for Approval:

- Blackmore Marketplace Strip Mall
- Jersey Mike's Sub Shop
- Target Store Remodel – Plans are approved.
- Starbucks – West side – Interior Remodel
- Smile Doctors – This is going into Platte Valley Bank on East 2<sup>nd</sup> Street.
- Realty Management Group – This is going in the ANB Bank, second floor.
- McDonalds – East Side Remodel

**LICENSE APPLICATIONS –**

**JAMES BOWEN, TDS CONSTRUCTION** – Applying for an Upgrade to a Class I General Contractor's License. After discussion and review of the application and affidavits, Adam Hall moved to approve James Bowen to test for a Class I General Contractor's License. Zac Horner seconded the motion. Motion approved.

**STEPHEN HRITZ, CENTERRE CONSTRUCTION, INC.-** Applying for a Class I General Contractor's License. After discussion and review of the application and affidavit, Scott Warren moved to approve Stephen Hritz to license as a Class I General Contractor. Steve Boyle seconded the motion. Motion approved.

**JOHN STOYSICH, ACTION CONSTRUCTION** – Applying for a Class III General Contractor's License. After discussion and review of the application and affidavits, Zac Horner moved to approve John Stoylich to license as a Class III General Contractor. Scott Warren seconded the motion. Motion approved.

**CAMERON MAYER** – Applying for a Master Plumbing License. After discussion and review of the application and affidavits, Steve Boyle moved to approve Cameron Mayer to test for a Master Plumbing license. Zac Horner seconded the motion. Motion approved.

**COMPLAINTS**

**Randall Sargent dba RS Home Improvement – Class III General Contractor** –We received a complaint stating a homeowner had hired Randall Sargent to do some repairs/re-painting at his residence. The homeowner gave Randall Sargent a down payment of \$1,900 on April 1st. That check was cashed and work has not been initiated. Multiple calls and letters have been made/sent to the contractor with no response. The Board requested Dan Elston contact Randall Sargent to ask for a response to this complaint. This complaint will go of record in our complaint log for reference.

## COMMUNICATIONS

Unpermitted Work – At last month’s meeting, Dan Elston initiated a discussion regarding implementation of a policy that would penalize contractors / homeowners that perform work without obtaining permits. Dan Elston distributed correspondence that was sent to City Attorney John Henley to see if this would be feasible. No response has been receive as of yet.

**ADJOURN** – The meeting adjourned at 4:27 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dan Elston". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Dan Elston, Secretary

**CITY OF CASPER**  
**CONTRACTORS' LICENSING AND APPEALS BOARD**  
**JUNE 20, 2019**

**MEETING CANCELLATION** - The Contractors' Licensing and Appeals Board meeting was cancelled for June 20<sup>th</sup>, 2019. Therefore, votes were taken by telephone for the three applications received.

**MEMBERS VOTING BY TELEPHONE** – Jason Huber, Scott Warren, Adam Hall, Andrew Elston, and Steve Boyle voted via telephone with the following outcomes.

**LICENSE APPLICATIONS –**

**JOHN GRIFFITH, TANDEM DESIGN + BUILD** – Applying for a Class I General Contractor's License. John Griffith has worked on numerous projects through Caspar Building Systems with no issues and has provided the International Code Council (ICC) certification. Therefore, John was approved via telephone proxy to license as a Class I General Contractor.

**DUSTIN LEE, DUSTIN LEE CONSTRUCTION-** Applying for either a Class II or Class III General Contractor's License. Because most of Dustin Lee's experience is in construction of pole barns within the County, Dustin Lee was approved via telephone proxy to test for a Class III General Contractor's License.

**JOHN GROTE** – Applying for a Master Plumbing License. John Grote provided the appropriate affidavits proving his time to qualify for a Master's license, as well as the ICC certification; therefore, John was approved via telephone proxy to license as a Master Plumber.

The next Contractor's Licensing and Appeals Board meeting will be held on July 18<sup>th</sup>, 2019.

Respectfully submitted,



Dan Elston, Secretary



State of Wyoming  
**City of Casper**  
 200 N David St Phone: (307) 235-8264  
**Building Department**  
 July 2019 Reports



Type of Permit	Number of Permits	Fees	Valuations
Rep-Re-Roof	65	\$11,625.00	\$602,683.85
New Residential	4	\$10,028.00	\$1,389,375.00
Rem-Commercial	5	\$12,737.58	\$1,253,341.25
Rem-Residential	4	\$964.00	\$64,000.00
New-Detached Garage	5	\$1,867.00	\$152,100.00
Rem-Kitchen	4	\$1,012.00	\$64,750.00
Rep-Comm Misc	1	\$95.00	\$2,000.00
Retaining Wall	1	\$152.00	\$6,800.00
Add-Deck	13	\$2,416.00	\$133,936.37
New-Sign	1	\$0.00	\$4,800.00
Rem-Bathroom	6	\$1,181.00	\$67,196.00
Rep-Res Misc	9	\$1,325.00	\$68,060.91
New-Fence	1	\$81.00	\$1,500.00
Add-other	4	\$660.00	\$33,261.00
Rep-Deck	4	\$864.00	\$49,489.00
Dem-Residential	1	\$200.00	\$0.00
New-Twin Home	4	\$7,569.60	\$950,200.00
Rem-Basement	2	\$368.00	\$20,000.00
New-Storage Bldg	2	\$302.00	\$13,400.00
	136	\$53,447.18	\$4,876,893.38

Electrical Permits Issued	Fees Invoiced
113	\$15,941.80

Mechanical Permits Issued	Fees Invoiced
86	\$12,458.60

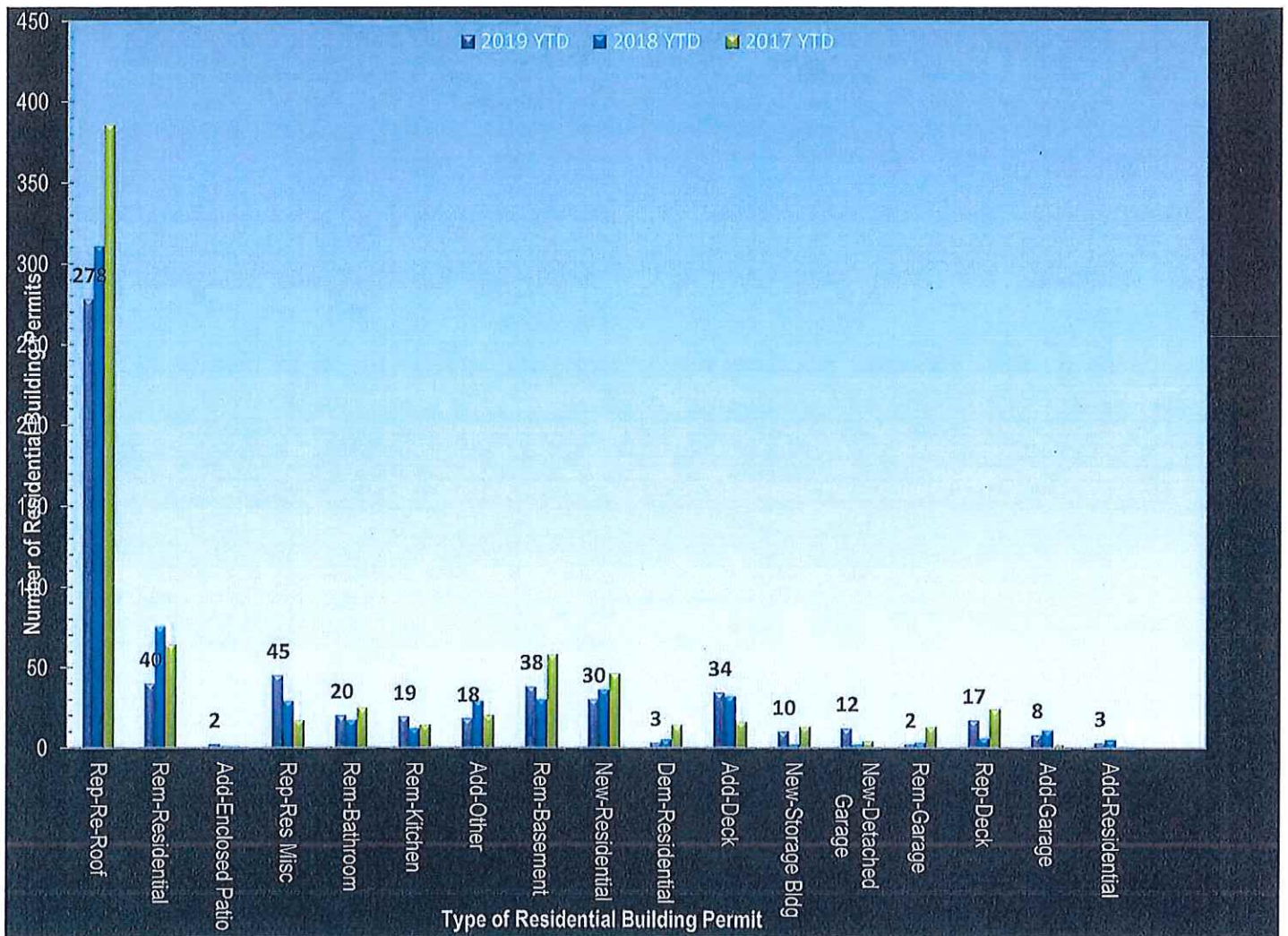
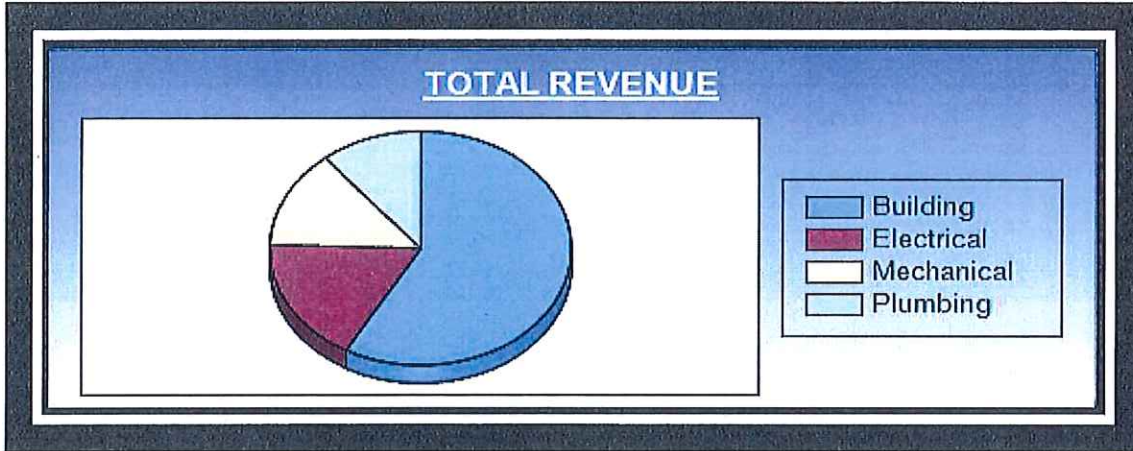
Plumbing Permits Issued	Fees Invoiced
102	\$10,019.00

Single Family Houses YTD			July Single Family Houses		
2018		36	2018		5
2019		30	2019		4



COMMUNITY DEVELOPMENT  
DEPARTMENT

State of Wyoming  
**City of Casper**  
 200 N David St Phone: (307) 235-8264  
**Building Department**  
 July 2019 Reports





COMMUNITY DEVELOPMENT  
DEPARTMENT

State of Wyoming  
City of Casper

200 N David St Phone: (307) 235-8264

Building Department

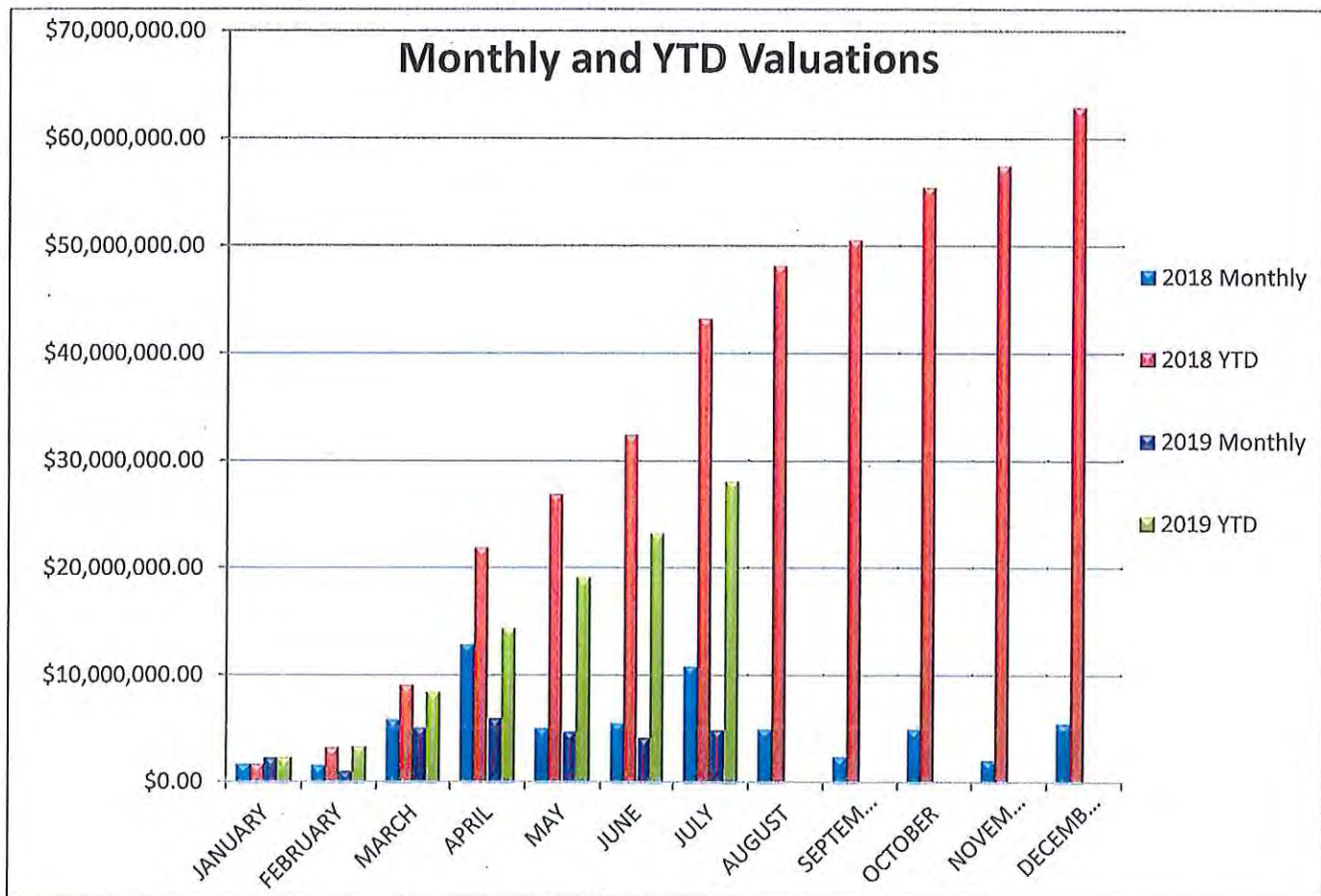
July 2019 Reports



MONTH	2018 Monthly Valuation	2018 YTD Valuation	2019 Monthly Valuation	2019 YTD Valuation
JANUARY	\$1,661,039.40	\$1,661,039.40	\$2,282,162.88	\$2,282,162.88
FEBRUARY	\$1,551,977.75	\$3,213,017.15	\$1,036,308.48	\$3,318,471.36
MARCH	\$5,836,851.00	\$9,049,868.15	\$5,072,606.25	\$8,391,077.61
APRIL	\$12,821,244.41	\$21,871,112.56	\$5,948,987.11	\$14,340,064.72
MAY	\$4,985,808.62	\$26,856,921.18	\$4,696,267.67	\$19,036,332.39
JUNE	\$5,525,644.37	\$32,382,565.55	\$4,152,642.58	\$23,188,974.97
JULY	\$10,827,919.90	\$43,210,485.45	\$4,876,893.38	\$28,065,868.35
AUGUST	\$4,916,015.14	\$48,126,500.59	\$0.00	\$0.00
SEPTEMBER	\$2,389,571.30	\$50,516,071.89	\$0.00	\$0.00
OCTOBER	\$4,907,298.90	\$55,423,370.79	\$0.00	\$0.00
NOVEMBER	\$2,004,394.65	\$57,427,765.44	\$0.00	\$0.00
DECEMBER	\$5,442,555.00	\$62,870,320.44	\$0.00	\$0.00
	<u>\$62,870,320.44</u>	<u>\$62,870,320.44</u>	<u>\$28,065,868.35</u>	<u>\$28,065,868.35</u>

**LARGE VALUATIONS:**

July 2019 - No new projects over \$1,000,000





COMMUNITY DEVELOPMENT  
DEPARTMENT

State of Wyoming

City of Casper

200 N David St Phone: (307) 235-8264

Building Department

Fees Collected

July 2019 Report



BUILDING PERMITS (INCLUDES DEMO PERMITS)	\$ 44,724.40
ELECTRICAL PERMITS	\$ 14,411.80
MECHANICAL PERMITS	\$ 11,143.60
PLUMBING PERMITS	\$ 9,630.00
ELECTRICAL LICENSES	\$ 75.00
PLUMBING LICENSES	\$ 75.00
MOBILE HOME LICENSES	\$ -
MECHANICAL LICENSES	\$ 78.00
UTILITY LICENSES	\$ -
GENERAL CONTRACTORS LICENSES	\$ 1,800.00
SIGN PERMITS	\$ 301.00
C-CAN PERMITS	\$ -
EROSION CONTROL PERMITS	\$ -
MOBILE HOME PERMITS	\$ -
PLAN CHECK FEES	\$ 5,837.53
PLANNING FEES	\$ 3,050.00
	\$ -

**Totals: \$ 91,126.33**

MONTHLY INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
213	196	149	55

CONSULTS	PLAN REVIEW	FIRE
26	46	0

YTD INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
1104	1058	845	321

CONSULTS	PLAN REVIEW	FIRE
119	221	0

2019 Monthly Inspections  
July 2019

Inspector	Building Inspections	Electrical Inspections	Plumbing Inspections	Mechanical Inspections	Plan Reviews	Fire Training/ Inspections	Consults, Gray Slips, Miscellaneous	Total Inspections and Plan Reviews
Lonnie Genoff	0	0	128	48	0	0	0	176
Justin Scott	160	3	0	0	34	0	0	197
Shawn Barrett	3	111	0	1	2	0	12	129
Dan Elston	47	2	21	5	10	0	14	99
Russ Lutz	3	80	0	1	0	0	0	84
								0
<b>Monthly Total</b>	<b>213</b>	<b>196</b>	<b>149</b>	<b>55</b>	<b>46</b>	<b>0</b>	<b>26</b>	<b>685</b>

<b>YTD Totals</b>	<b>1104</b>	<b>1058</b>	<b>845</b>	<b>321</b>	<b>221</b>	<b>0</b>	<b>119</b>	<b>3668</b>
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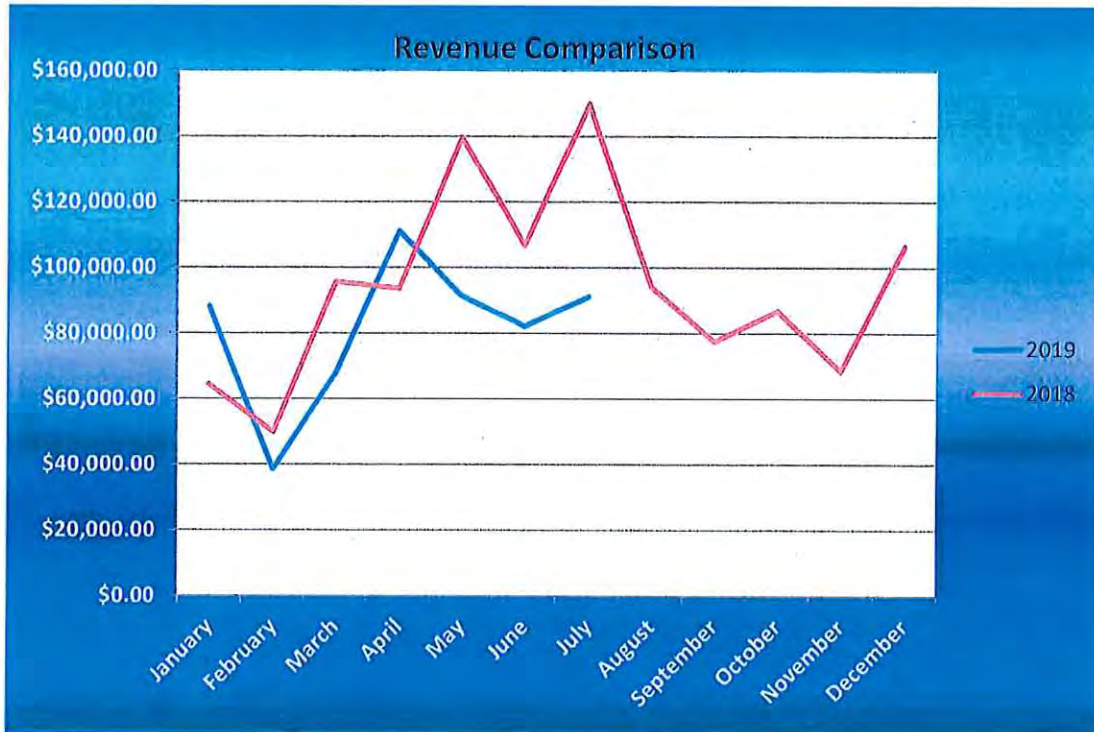
COMMUNITY DEVELOPMENT  
DEPARTMENT

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



Building Department  
Revenue Collected  
July 2019 Report

Month	TOTAL REVENUE FOR 2018	TOTAL REVENUE FOR 2019
January	\$64,406.94	\$88,267.32
February	\$49,910.69	\$38,690.00
March	\$95,661.23	\$67,734.89
April	\$93,605.60	\$111,120.24
May	\$139,648.90	\$91,425.56
June	\$106,906.31	\$82,163.47
July	\$149,912.87	\$91,126.33
August	\$93,951.10	
September	\$77,512.91	
October	\$86,919.71	
November	\$68,523.56	
December	\$106,530.13	
	<b>\$1,133,489.95</b>	<b>\$570,527.81</b>



Dan Elston: Building Official

✓  
Dr.

APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION

Name of Company (if applicable) Place Services Incorporated Date July 29 2019  
 Name of Qualifying Person or Person(s) Tray Steven Place  
 Current Address 201 Gateway Dr City Canton State GA Zip 30115  
 Telephone Number 678-880-4777 Cell Number X119 \_\_\_\_\_  
 Email tgoodman@placeservicesinc.com  
 Employer Place Services Incorporated  
 Employer's Address 201 Gateway Dr City Canton State GA Zip 30115  
 Position owner Years at present employer 13 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? To receive a building permit. \*General Contracting

Is there a specific project you will be doing? Yes

If, yes, provide project name Walmart #1617 Pu2

Date and location of residence in Wyoming August 11, 2019, 4400 E 2nd St., Casper

If not Wyoming resident, location of residence Canton, GA

Class of License you are applying for? Class I  Class II \_\_\_\_\_ Class III \_\_\_\_\_  
Demolition \_\_\_\_\_ Roofing \_\_\_\_\_

Part II- LICENSER HISTORY

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

Location of License	Year Issued	Type of License
<u>State of Georgia</u>	<u>2016</u>	<u>General Contractor</u>
<u>State of Alabama</u>	<u>2018</u>	<u>General Contractor</u>
<u>State of Florida</u>	<u>2018</u>	<u>General Contractor</u>
<u>State of North Carolina</u>	<u>2018</u>	<u>General Contractor</u>

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Troy Steven Place  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Place Services Inc  
(Address) 201 Gateway Dr  
(City) Canton (State) GA  
(Zip) 30115 (Phone No.) 678-880-4777

Date of Employment: From 11/2006 through Current Add additional dates (as necessary)

Job Title of Applicant President; General Contractor  
Job Description of Applicant Worked all aspects of construction, Oversees construction management, project manager's nearly 300 employees and hold licenses in nearly 50 States.

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

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

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Current Address 460 Kerry City Jasper State GA Zip 30143  
Day Phone No. 770.312.8443 Cell Phone No. \_\_\_\_\_  
Email Address pgleason@placeservicesinc.com

DATED this 31 day of JULY, 2019

[Signature]  
Signature  
Paul Gleason  
Printed Name of Signature

Subscribed and sworn to before me this 31 day of July, 2019

[Signature]  
Notary Public

My Commission Expires:



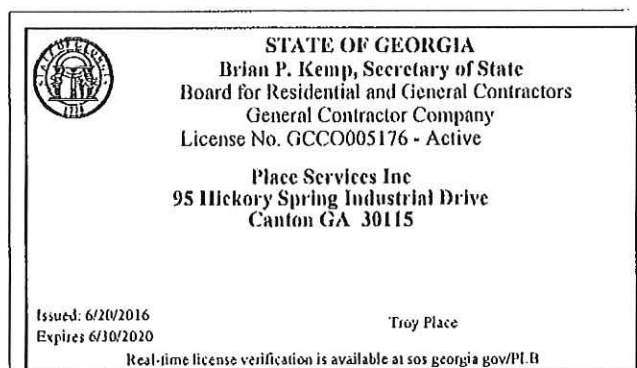


Above is your license issued by the Georgia State Board of Residential and General Contractors. A pocket-sized license card is below. Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. License renewals may be completed prior to the expiration date via the Board's website or by obtaining a paper renewal from the Board office.

Reminder: It is your responsibility to keep your insurance current. Please provide the Board with a copy of your Certificate of Insurance each time your insurance is renewed. The Board does receive copies of cancellation notices which will affect the status of your license.

It is the licensee's responsibility to notify the board office immediately of any change of name or address. You may update your address online at the board's website at [www.sos.ga.gov/plb/contractors/](http://www.sos.ga.gov/plb/contractors/).

You may contact the Board at:  
GEORGIA STATE BOARD FOR RESIDENTIAL & GENERAL CONTRACTORS  
237 COLISEUM DRIVE, MACON, GEORGIA 31217-3858  
478-207-2440 (phone) website: [www.sos.ga.gov/plb/contractors/](http://www.sos.ga.gov/plb/contractors/)



STATE OF ALABAMA

LICENSE NO.: 50618

TYPE: RENEWAL



State Licensing Board for General Contractors

THIS IS TO CERTIFY THAT

PLACE SERVICES INC

CANTON, GA 30115

is hereby licensed a General Contractor in the State of Alabama and is authorized to perform the following type(s) of work:

EC: BUILDING CONSTRUCTION

when this Certificate expires.

until May 31, 2020

Witness our hands and seal of the Board, dated Montgomery, Ala.

13th day of May, 2019

*Maureen H. ...*

SECRETARY-TREASURER

*Allyson ...*

CHAIRMAN

151801



RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
CONSTRUCTION INDUSTRY LICENSING BOARD

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**PLACE, TROY STEVEN**

PLACE SERVICES INCORPORATED

95 HICKORY SPRINGS

INDUSTRIAL DRIVE

CANTON GA 30115

LICENSE NUMBER: CBC1261521

EXPIRATION DATE: AUGUST 31, 2020

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

License Year

2019

License No.

77246

# North Carolina

## Licensing Board for General Contractors

This is to Certify That:

Place Services Incorporated  
Canton, GA

is duly registered and entitled in practice

## General Contracting

Limitation: Unlimited  
Classification: Building

until

December 31, 2019

when this Certificate expires.  
Witness our hands and seal of the Board.

Dated, Raleigh, N.C.

January 1, 2019

This certificate may not be altered.



*[Signature]*

Chairman

*[Signature]*

Secretary-Treasurer



## OFFICIAL RESULTS REPORT



F11 - National Standard General Building  
Contractor (A)

Name:	Troy Place	Candidate ID:	ICNON144167
Address:	679 Evans Cook Rd.	Date:	10/1/2018
	Canton	GA	30115

### EXAMINATION RESULT: PASS

Congratulations! You have passed the above-named examination. You will be able to verify your pass status on the ICC website within 48-72 business hours after your exam. Please contact your participating jurisdiction if you wish to pursue licensing.

A passing score on this examination satisfies the testing requirements for licensure only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 888-422-7233 ext. 5524 with changes to your name and address.

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

The authenticity of this score report can be validated by using Pearson VUE's Online Score Report Authentication found at:  
[www.PearsonVUE.com/authentication](http://www.PearsonVUE.com/authentication)  
Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.

Registration Number: 341060466

Validation Number: 1026671805



GETTING MORE AFFILIATES

APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION

Date July 25 2019

Company (if applicable) Coates Construction Co, LLC

Name of Qualifying Person or Person(s) Jason Knapp

Current Address 4760 Ross Ridge Rd City Casper State WY Zip 82604

Telephone Number 307-797-1224 Cell Number same

Email j.knapp@coatescc.com

Employer Coates Construction Co, LLC Edge Engineering Group, LLC

Employer's Address 4760 Ross Ridge Rd City Casper State WY Zip 82604

Position Owner Years at present employer 4 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? General Contracting Practice

Is there a specific project you will be doing? \_\_\_\_\_

If, yes, provide project name \_\_\_\_\_

Date and location of residence in Wyoming 1979-2002 2009-2019 Casper

If not Wyoming resident, location of residence \_\_\_\_\_

Class of License you are applying for? Class I  Class II  Class III

Demolition  Roofing

Part II- LICENSER HISTORY

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

Location of License	Year Issued	Type of License
<u>Wyoming</u>	<u>1/8/2007</u>	<u>Professional Engineer PE 11089</u>
<u>Montana</u>	<u>10/15/2005</u>	<u>Professional Engineer PE 17370</u>
<u>Idaho</u>	<u>11/5/2009</u>	<u>Professional Engineer PE 14342</u>
_____	_____	_____

# COATES CONSTRUCTION CO, LLC

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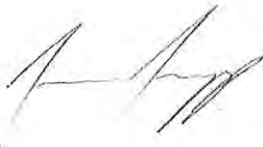
4760 Ross Ridge Rd, Casper, WY 82604 | 307-797-1224 | [j.knopp@coatescc.com](mailto:j.knopp@coatescc.com)

August 12, 2019

To Whom it May Concern,

I bought fifty percent of Coates Construction Company on January 1, 2015. Since that time, I have shared the responsibility of managing the company, designing projects, and supervising employees with Ross Coates. Additionally, since buying into the company I have supervised small and large construction projects including new builds, remodels, commercial buildings, and worked alongside Ross Coates from beginning to end of each project.

Ross Coates passed away April 4, 2019 and I have taken over as sole owner and Operating Manager of Coates Construction Company.



Jason Knopp  
Owner  
**Coates Construction Co., LLC**  
307-797-1224  
[j.knopp@coatescc.com](mailto:j.knopp@coatescc.com)

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Jason Knapp  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Anna Knapp  
(Address) 4760 Ross Ridge Rd  
(City) Casper (State) WY  
(Zip) 82604 (Phone No.) 307-797-0892

Date of Employment: From 6/3/15 through 7/25/19 Add additional  
From \_\_\_\_\_ through \_\_\_\_\_ dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant Owner  
Job Description of Applicant Owner/operator

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

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

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Current Address 4760 Ross Ridge City Casper State WY Zip 82604  
Day Phone No. 307-797-0892 Cell Phone No. same  
Email Address mariecoates@hotmail.com

DATED this 25 day of July, 2019

[Signature]  
Signature  
Anna Knapp  
Printed Name of Signature

Subscribed and sworn to before me this 25<sup>th</sup> day of July, 2019

[Signature]  
Notary Public

My Commission Expires: January 8, 2022



Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Jason Knopp  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Jason Knopp  
(Address) 4760 Ross Ridge Rd  
(City) Casper (State) WY  
(Zip) 82604 (Phone No.) 307-797-1224

Date of Employment: From 1/1/16 through 8/1/19 Add additional dates  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)  
From \_\_\_\_\_ through \_\_\_\_\_

Job Title of Applicant Owner  
Job Description of Applicant Owner / Superintendent

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

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

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

Current Address P. O. Box 1125 City Mills State WY Zip 82644  
Day Phone No. (307) 262-4634 Cell Phone No. (307) 265-1405  
Email Address DALE.A@AHCINC.US

DATED this 31 day of JULY, 2019

Dale F. Andreen  
Signature  
DALE F. ANDREEN  
Printed Name of Signatory

Subscribed and sworn to before me this 31 day of July, 2019

[Signature]  
Notary Public

My Commission Expires: 23 March 2023



✓  
DE

**APPLICATION FORM FOR GENERAL CONTRACTORS  
PART I- GENERAL INFORMATION**

Date 6/23 2019

Name of Company (if applicable) \_\_\_\_\_

Name of Qualifying Person or Person(s) SALVATORE J. PROVENZA, JR.

Current Address 3423 W. FORDHAM AVE. City SANTA ANA State CA Zip 92704

Telephone Number 949.294.6376 Cell Number 949.294.6376

Email SAL@CDMBOILDS.COM

Employer CONSTRUCTION DEVELOPMENT MANAGEMENT, INC.

Employer's Address 3423 W. FORDHAM AVE City SANTA ANA State CA Zip 92704

Position MANAGING DIRECTOR Years at present employer 4 Comments \_\_\_\_\_

What is the purpose of applying for a City of Casper license? AWARDED  
COMMERCIAL RENOVATION CONTRACT

Is there a specific project you will be doing? YES

If, yes, provide project name 4100 E. 2ND ST.

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence 4 NEWKIRK RD.  
LAOISLA RANCHA, CA 92694

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

**Part II- LICENSER HISTORY**

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

Location of License	Year Issued	Type of License
<u>CALIFORNIA</u>	<u>2008</u>	<u>GENERAL CONTRACTOR "B"</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name SALVATORE PROVENZA  
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) NOE ANDRADE  
(Address) 3423 W. FORDHAM AVE.  
(City) SANTA ANA (State) CA  
(Zip) 92704 (Phone No.) 714.966.2015

Date of Employment: From 4/16/15 through PRESENT Add additional dates  
From \_\_\_\_\_ through \_\_\_\_\_  
From \_\_\_\_\_ through \_\_\_\_\_ (as necessary)

Job Title of Applicant MANAGING DIRECTOR  
Job Description of Applicant RESPONSIBLE MANAGING OFFICER FOR ALL PROJECTS WITH OVERSIGHT OF CONTRACTS AND FIELD SUPERVISION

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

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

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Current Address 3423 W. FORDHAM AVE. City SANTA ANA State CA Zip 92704  
Day Phone No. 714.966.2015 Cell Phone No. 714.966.2015  
Email Address NOE@COMBUILOS.COM

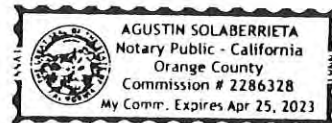
DATED this 6 day of JUNE, 2019

Signature [Handwritten Signature]  
Printed Name of Signature NOE ANDRADE

Subscribed and sworn to before me this Wed. day of June 26<sup>th</sup>, 2019

[Handwritten Signature]  
Notary Public

My Commission Expires:





# CONTRACTORS STATE LICENSE BOARD



## Contractor's License Detail for License # 1009335

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) if this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 6/27/2019 5:04:47 PM

### Business Information

CONSTRUCTION DEVELOPMENT MANAGEMENT INC  
3423 WEST FORDHAM  
SANTA ANA, CA 92704  
Business Phone Number:(714) 966-2015

Entity Corporation  
Issue Date 12/02/2015  
Expire Date **12/31/2019**

### License Status

**This license is current and active.**

**All information below should be reviewed.**

### Classifications

B - GENERAL BUILDING CONTRACTOR

### Bonding Information

#### Contractor's Bond

This license filed a Contractor's Bond with WESTERN SURETY COMPANY.

**Bond Number:** 63366458

**Bond Amount:** \$15,000

**Effective Date:** 11/23/2017

[Contractor's Bond History](#)

#### Disciplinary Bond

This license filed a Disciplinary Bond with HUDSON INSURANCE COMPANY.

**Bond Number:** 10049846

**Bond Amount:** \$15,000

**Effective Date:** 12/02/2016

**Cancellation Date:** 02/18/2018

[Disciplinary Bond History](#)

#### Bond of Qualifying Individual

The qualifying individual SALVATORE JOSEPH PROVENZA certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

**Effective Date:** 12/02/2015

### Workers' Compensation

This license has workers compensation insurance with the STATE NATIONAL INSURANCE COMPANY INC  
Policy Number:AMX1000066002  
Effective Date: 10/01/2018  
Expire Date: 10/01/2019  
Workers' Compensation History

**Other**


Personnel listed on this license (current or disassociated) are listed on other licenses.



**Dan Elston**

---

**From:** salvatore Provenza <sal@cdmbuilds.com>  
**Sent:** Tuesday, August 06, 2019 11:25 AM  
**To:** Dan Elston  
**Cc:** Kelly Shanley  
**Subject:** Re: License application



Hello Mr. Elston,

Can you give me some direction on the testing requirements to address the conflict I outlined below? Thanks in advance for your help.

**CONSTRUCTION DEVELOPMENT MANAGEMENT, INC.**

**SAL PROVENZA**, *Managing Director & RMO*  
Corp. CSLB LIC. NO. 1009335

3424 West Fordham Ave. Santa Ana, CA 92704  
OFFICE 714.966.2015  
MOBILE [949.294.6376](tel:949.294.6376)  
EMAIL [sal@cdmbuilds.com](mailto:sal@cdmbuilds.com)  
WEB [cdmbuilds.com](http://cdmbuilds.com)

On Jul 26, 2019, at 5:10 PM, salvatore Provenza <[sal@cdmbuilds.com](mailto:sal@cdmbuilds.com)> wrote:

Hello Mr. Elston,

Thank you for the response. I apologize for the confusion and I hope to get and provide some clarity.

The first page of the general contractor application says "*The City of Casper may waive the testing requirement for applicants who are currently licensed in a jurisdiction with testing requirements that are the same or equal to the testing required by the City Contractor's license...*" I called the city to confirm and someone there told me to provide evidence the testing is the same. That is why I quoted California Business and Professions Code Division 3, Chapter 9 Article 5 – 7065(a) in the letter. I believe the test required in Casper is equal to the test I took in California. I'm not sure how else I can demonstrate that.

You asked me to demonstrate that California would accept Casper's license. While Casper and California do not have formal reciprocity agreements, California does provide reciprocity outside of those formal agreements. California states "*If a California contractor wants to apply for reciprocity in another state, he or she must ask that state for its reciprocity form and have it forwarded to CSLB.*" Can you provide Casper's reciprocity form so I can have California review it? Again, I believe the California statute should suffice but I am willing to ask the CSLB to review as well. As you can imagine, that review may take a long time and we have a project to do soon.

I misread the experience requirement and also realized we only need a Class II license at this time. I have construction experience dating back to 2000 and will provide evidence for at least 6 years as required for the Class II license or 9 years as required for the Class I license. I will have to follow up with that notarized documentation.

My individual license in California can be found here (CSLB's online license verification website)

: <https://www2.cslb.ca.gov/OnlineServices/CheckLicenseII/LicenseDetail.aspx?LicNum=924663>

Please note, I am the Responsible Managing Officer for Construction Development Management, Inc.

(see: <https://www2.cslb.ca.gov/OnlineServices/CheckLicenseII/LicenseDetail.aspx?LicNum=1009335>) and California does not require that we keep both the individual and corporate license active. That's why my individual license is inactive.

I've included a picture of my diploma from the University of North Carolina at Charlotte where I earned my BA in Architecture.

<image1.jpeg>

Thank you again for your consideration.

## **CONSTRUCTION DEVELOPMENT MANAGEMENT, INC.**

**SAL PROVENZA**, *Managing Director & RMO*  
Corp. CSLB LIC. NO. 1009335

3424 West Fordham Ave. Santa Ana, CA 92704

OFFICE 714.966.2015

MOBILE [949.294.6376](tel:949.294.6376)

EMAIL [sal@cdmbuilds.com](mailto:sal@cdmbuilds.com)

WEB [cdmbuilds.com](http://cdmbuilds.com)

On Jul 23, 2019, at 7:01 AM, Dan Elston <[delston@casperwy.gov](mailto:delston@casperwy.gov)> wrote:

Mr. Provenza,

The City of Casper is in receipt of your license application.

In your cover it is stated that the City of Casper waives testing requirements if your current license required a test, this is not true.

The City of Casper accepts licenses from jurisdictions that reciprocate with The City of Casper.

Provide documentation that California will accept a City of Casper Wyoming License.

The City of Casper also accepts an ICC License that has been taken at an approved ICC testing site.

The required time for a license must be provided with the application, for a Class 1 license it is 9 yrs.

The affidavit you supplied accounts for 4 of those years.

The Contractor's License copy you supplied accounts for approx.. 4 years.

Please provide a documentation of your Contractor Class "B" license that was received in November 2008.

Please provide affidavit of 9 years work experience in the field of work you are applying for.

If possible provide documentation of your educational experience.

You may email the requested documentation to this address to speed up the process.

The City of Casper does not approve licensing, this is done through the Contractors Licensing Board which meets on the 3<sup>rd</sup> Thursday of each month.

Note:

The \$300.00 check that was said to be enclosed was not with the paperwork that was received.

Dan Elston CBO  
City of Casper  
Building Dept.

# Contractor's License Detail for License # 924663

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

## Business Information

SALVATORE JOSEPH PROVENZA  
4 NEW KIRK ROAD  
LADERA RANCH, CA 92694  
Business Phone Number:(949) 294-6376

Entity Sole Ownership

Issue Date 11/07/2008

Expire Date **11/30/2022**

## License Status

**This license is inactive and not able to contract at this time.**

## Additional Status

The license will need a contractors bond to renew active or reactivate.

The license will need to meet the workers compensation requirements to renew active or reactivate.

## Classifications

B - GENERAL BUILDING CONTRACTOR

## Bonding Information

### Workers' Compensation

There was no workers comp information found for this license.

## Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

# The University of North Carolina at Charlotte



on the recommendation of the faculty and by virtue of the authority vested in them the Trustees of the University have conferred on

**Salvatore Joseph Prouenza, Jr.**

the degree of

**Bachelor of Arts**

**Major in Architecture**

In testimony whereof, the Seal of the University and the signatures of its officers are hereunto affixed this eighteenth day of December, nineteen hundred and ninety-nine.

*Walter B. Bond*

President, University of North Carolina

*J. H. Wofford*

Chancellor

*Howard C. Bissell*

Chairman, Board of Trustees

*Charles B. Light*

Treas



UNC CHARLOTTE

APPLICATION FOR EXAMINATION  
CITY OF CASPER  
LICENSING AND APPEALS BOARD

✓  
M.

PLEASE RETURN OR MAIL TO:

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

TO THE LICENSING AND APPEALS BOARD:

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

NAME: Adrian Martinez

ADDRESS: 2221 Valcano CITY, STATE, ZIP: Casper, WY, 82604

TELEPHONE NUMBER: \_\_\_\_\_ CELL NUMBER: (307) 251-4592

EMAIL ADDRESS: XZ martinez 8790@yahoo.com

PLEASE ANSWER THE FOLLOWING QUESTIONS IF APPLICABLE

1. AGE: 32
2. ARE YOU CURRENTLY LICENSED UNDER ANOTHER GOVERNMENTAL JURISDICTION?  
TYPE OF LICENSE \_\_\_\_\_  
CITY AND STATE OF LICENSE \_\_\_\_\_

3. WHERE DID YOU SERVE YOUR APPRENTICESHIP?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>Pipe it Plumbing</u>	<u>Casper</u>	<u>May 2016 - Present</u>
<u>CK Mechanical</u>	<u>Casper</u>	<u>March 2012 - 2014</u>
<u>AR Quality Plumbing</u>	<u>Las Cruces</u>	<u>Sept. 2006 - April 2008</u>
<u>Pro Plumbing</u>	<u>Las Cruces</u>	<u>May 2008 - March 2009</u>
<u>Pro Plumbing</u>	<u>Las Cruces</u>	<u>May 2005 - Sept. 2006</u>

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>CK Mechanical</u> <u>PIPE IT UP</u>	<u>Casper</u>	<u>March 24 2012 - April 2014</u> <u>May 2016 - Present</u>

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

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

6. WHO WAS YOUR LAST EMPLOYER?

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>CK Mechanical</u>	<u>Casper</u>	<u>March 24 2012</u>

7. DATE OF TERMINATION: April 2014

8. CURRENT EMPLOYER:

<u>EMPLOYER</u>	<u>CITY</u>	<u>TIME OF EMPLOYMENT</u>
<u>City of Casper</u>	<u>Casper</u>	<u>April 2014 - Present</u>

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

IS THERE A SPECIFIC PROJECT YOU WILL BE DOING? No IF YES, PROVIDE PROJECT NAME: \_\_\_\_\_

SIGNATURE: Adri Mente DATE: 08-06-19

**AFFIDAVIT**

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

NOTARIZED AFFIDAVIT

NAME OF APPLICANT: ADRIAN MARTINEZ  
(PRINT)

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

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

- 1. THAT HE HAS KNOWN THE APPLICANT FOR 7 <sup>MONTHS</sup> ~~YEARS~~.
- 2. APPLICANT WAS EMPLOYED BY CITY OF CASPER  
(FIRM NAME)  
FROM APRIL 2014 TO PRESENT  
AS METER SERVICE WORKER 1 AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): METER INSTALLATION,  
METER REPAIR, WATER PRESSURE TESTING, METER TESTING,  
WATER-LINE REPAIR IF DAMAGE CAUSED BY METER SERVICE  
TEAM MEMBER.

DATED THIS 6<sup>TH</sup> DAY OF AUGUST, 20 19

J. Ostlund  
SIGNATURE  
JASON OSTLUND  
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 6 DAY OF August, 20 19

Alisa Cox  
NOTARY PUBLIC

MY COMMISSION EXPIRES: Oct. 28th 2019



August 6, 2019

To whom it may concern,

I, Adrian Martinez, have been plumbing since 2005 to the present date. In my application I did not list my time with Discount Pools and Spas due to the fact it is not listed as a sole plumbing company, although plumbing was part of my daily requirements. This included plumbing in pool filters, heaters, pumps, valves and any other pool accessories that were required to be up to code for later inspection. I was employed here from March 2009-March 2012.

I proudly achieved my goal of obtaining my Journeymans Licence in 2012. Currently I have been volunteering for Pipe It Up Plumbing LLC, from May 2016 to present. I do this to maintain my knowledge, license and to keep my skills up to date.

I am a full time employee of the City of Casper Meter Services department. When a plumbing issue arises I am the technician called to make any repairs or replacements needed with my skills. I have been asked on occasion by customers if the technicians within our department are licensed plumbers. Given this information, I feel it would lend a sense of reassurance to the public knowing there is a master plumber within our division. I have the full support of my supervisor and department manager in this endeavor.

In conclusion, I am seeking my master license to benefit my department in addition to furthering my expertise for this trade so that I may be an asset to my Meter Services team. I hope you consider my application in this journey and process I've chosen to take to better myself and department.

Appreciatively,

Adrian Martinez



August 4, 2019

To whom it may concern,

I'm typing this letter on behalf of Adrian Martinez who has been volunteering part time with Pipe It Up Plumbing Service LLC from May 2016 through present date. His time varies to partial weekdays after five when applicable in addition to weekends and some holidays. If I can be of any more help please call me anytime.

*Adrian Sausedo 8-4-19*

Adrain Sausedo

Owner/Operator of Pipe It Up Plumbing LLC

(307)797-0661





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

P.O. Box 485  
Casper, WY 82602

To whom it may concern:

Terra Nevins, being duly sworn on his oath, that Adrian Martinez was employed by CK Mechanical Plumbing & Heating from March, 2012 to April, 2014 as a(n) Service Plumber, with record of working 5,347.25 hours.

Dated this 30th day of July, 2019.

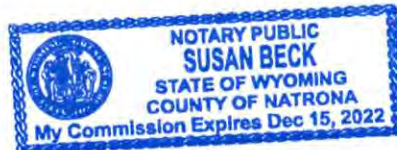
Terra Nevins  
Signature

H.R.  
Title

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

Susan Beck  
NOTARY PUBLIC

MY COMMISSION EXPIRES:



**PRO PLUMBING,  
HEATING & COOLING, INC.**

735 Stone Canyon Dr.  
Las Cruces, New Mexico 88011  
(505) 642-7081, (505) 382-1866  
**Licensed – Bonded – Insured**

---

March 7, 2012

To Whom It May Concern:

Adrian Martinez was employed with Pro Plumbing Heating & Cooling, Inc. As a Plumber's Assistance from May 2005 thru September 2006. Mr. Martinez returned to Pro Plumbing Heating & Cooling, Inc. from May 2008 thru March 2009. Mr. Martinez worked a total of 26 months at approximately 4,160 hours. Mr. Martinez went out on service calls to perform numerous plumbing repairs as well as installations of water heaters, a/c units, furnaces & toilets, etc. Mr. Martinez's plumbing skills improved everyday he was on the job. He is a quick learner with a lot of potential. Mr. Martinez was an exceptional employee. He was always on time and stayed late if he was asked. Mr. Martinez showed enthusiasm while on the job and worked well with others. He is a natural born leader who would be an asset to any plumbing company. If you have any questions I can be reached at (575) 642-7081.

Sincerely,



Linda Martinez

ACR Accounting, Inc  
133 Wyatt Ste. 1  
Las Cruces, NM 88005  
(575) 523-0057

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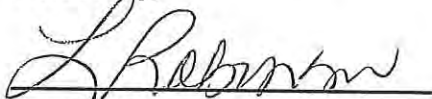
March 7, 2012

To whom it may concern:

Our records show Adrian Martinez was employed with AR Quality Plumbing, Inc from September 11, 2006 thru April 4, 2008.

If additional information is needed, please feel free to call at the above number.

Sincerely,



Luz Robinson

William R Young  
Cat Young  
3050 Glacier  
Casper, Wy 82604  
415-924-1427  
June 11, 2019

TRIED TO CONTACT,  
MAILBOX IS FULL,  
6-18-19  
DE

David Wright  
Wright-Way  
1853 Welsh Ave  
Casper, Wy 82604-2202

Mr. Wright,

Tim Force has been servicing my father's Breezaire since 2010. I was trying to save him money by finding a less expensive company, so I placed a phone call to you October 2018 asking if you serviced Breezaire cooling systems. You advised you had serviced this particular cooling system before and quoted me \$50.00. You sent one of your employees for the service call October 2018 to "winterize" our cooling unit. We assumed the work had been done correctly, this was not the case as you will find out by reading below.

I had every intention on using you again this year to "summerize" my dad's Breezaire unit, but when you did not return my many texts and phone calls, I made an appointment with our regular service guy, Eric, at Tim Force Tin Shop. You not contacting me back was a blessing in disguise!! Eric Amano found that your employee had not unhooked the water valve, nor had he drained the water from the unit!! Due to the negligence of your employee, the line on the float assembly froze, causing it to crack and leak!! **You yourself may know how to service these Breezaire units, but the employee you sent on the service call to our residence in October 2018 to "winterize" our Breezaire clearly DID NOT!**

I have enclosed photos of the crack (you can clearly see where the piece is wet) and the new float assembly installed by Eric from Tim Force. (I have the old float if you would like to see the crack) I have also enclosed our Tim Force invoice from May 2018 that shows there was **NO** leaks or cracks at the time the service was done to "summerize" the Breezaire. Also enclosed is the recent invoice from June 2019 from Tim Force showing the description of the work done **AND** the cost of the new float assembly, for which you should be responsible and a copy of your invoice. I left a detailed message on your mobile phone June 5<sup>th</sup>, you never bothered to call me back. I have also advised Kate and Aimee next door to have their unit checked!!

**Please submit a check for the amount of \$67.29 for the cost of the new float assembly. Make the check payable to William Young and mail to the address above. I'm hoping you will take responsibility and do the "Wright" thing.**

U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

CASPER, WY 82604

Certified Mail Fee \$3.50

- Extra Services & Fees (check box, add fee as appropriate)
- Return Receipt (hardcopy) \$0.00
  - Return Receipt (electronic) \$0.00
  - Certified Mail Restricted Delivery \$0.00
  - Adult Signature Required \$0.00
  - Adult Signature Restricted Delivery \$0.00

Postage \$0.70

Total Postage and Fees \$7.00

Sent To

David Wright  
Street and Apt. No., or PO Box No. 1853 Welsh Ave  
City, State, ZIP+4® Casper, WY 82604-2202

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7018 2290 0000 7455 2316

OFFICIAL USE



**Tim Force Tin Shop, Inc.**

814 Winborne Street  
Casper, WY 82602

# Invoice

Date	Invoice #
6/6/2019	WO-8846

Bill To
BILL YOUNG 3050 GLACIER CASPER, WY 82604

Ship To
BILL YOUNG 3050 GLACIER CASPER, WY 82604

S.O. No.	P.O. No.	Terms	Due Date	Rep	Project		
			6/6/2019				
Item	Description	Ordered	Prev. Invo...	Invoiced	U/M	Rate	Amount
	summerized cooler. hooked up water. float assembly leaking. distributors plugged. float is cracked due to improper winterization. pulled and cleaned all 4. went and got new float assembly. #901497. came back. took out old float assembly. replaced with new 1. hooked water back up. filled. adjusted float. cycled. normal operations at this time.						
00LABOR-S...	ERIC A. MAINTENANCE EVAP COOLER			1		89.50	89.50
BREEZ901497	901497 FLOAT VALVE ASSEMBLY (SOLD PER EACH).			1		67.29	67.29

*pd 6/10/2019  
CR # 1208*

<b>Subtotal</b>	\$156.79
<b>Sales Tax (5.0%)</b>	\$0.00
<b>Total</b>	\$156.79
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$156.79

Phone #	Fax #
1-307-265-9300	1-307-237-1242

David Wright  
1853 Welsh Ave  
Casper, WY 82604-2202  
307 262 9669

*pd 11-11-18*  
Invoice No. 16625

**INVOICE**

**Customer**  
Name William Young  
Address 3050 Glacier  
City Casper State WY Zip 82604  
Phone 415 924 1427

**Misc**  
Date 11/1/2018

Date	Description	Unit Price	TOTAL
25-Oct-18	Work completed at 3050 Glacier, Casper, WY 82604: <u>Winterized swamp cooler</u>  <i>* make check payable to David Wright</i> Thank you for selecting Wright-Way <i>pd \$50.00</i>		\$50.00

SubTotal \$ 50.00  
TOTAL \$ 50.00  
Comments ck# 1175  
date 11-11-18

All invoices are due upon receipt



Tim Force Tin Shop, Inc.

M/5-28-18

814 Winborne Street  
Casper, WY 82602

# Invoice

Date	Invoice #
5/8/2018	WO-6871

Bill To
BILL YOUNG 3050 GLACIER CASPER, WY 82604

Ship To
BILL YOUNG 3050 GLACIER CASPER, WY 82604

S.O. No.	P.O. No.	Terms	Due Date	Rep	Project
			5/8/2018		

Item	Description	Ordered	Prev. Invo...	Invoiced	U/M	Rate	Amount
MAINEVAP 00LABOR-S...	summerized cooler. hooked up water. no leaks. belt ok. cycled unit. normal operations at this time. MAINTENANCE EVAP COOLER ERIC A. 05/08/2018			1 1.25		89.50 0.00	89.50 0.00

<b>Subtotal</b>	\$89.50
<b>Sales Tax (5.0%)</b>	\$0.00
<b>Total</b>	\$89.50
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	<del>\$89.50</del>

Phone #	Fax #
1-307-265-9300	1-307-237-1242



## DRAFT Timeline for the Robertson Road Annexation

August 6, 2019	Council initiates the annexation by resolution.
August 7, 2019	Hire Surveyor to provide annexation plat/exhibit. Estimated to take 3 months to complete
November 15, 2019	Once survey is completed, can complete Annexation Study/Report, and mail it to all property owners and utility companies via certified mail at least 20 business days before final public hearing on January 7, 2020.
Before End of November	Neighborhood meeting to obtain input from property owners
<b>November 5 or 19, 2019</b>	Establish date of Public Hearing for Council, and notify property owners of the public hearing for consideration of an Ordinance annexing and zoning as <b><u>December 3, 2019</u></b> .  Establish public hearing on resolution accepting the annexation study for the <b><u>January 7, 2020</u></b> Council meeting (Coincides with 3 <sup>rd</sup> reading).
November 27, 2019	Send legal notice (annexation study/summary, map, etc.) to Casper Star Tribune for the publish dates below. ( <i>15 business days before 3<sup>rd</sup> reading</i> ).
<b>December 3, 2019</b>	Public Hearing and 1 <sup>st</sup> reading on Ordinance at Council.
December 6 <sup>th</sup> and 13 <sup>th</sup> , 2019	Publish Dates...at least 15 <u>business</u> days before final hearing, City is required to publish notice (annex study/summary/map) twice in the newspaper.
<b>December 17, 2019</b>	2 <sup>nd</sup> reading on Ordinance.
<b>January 7, 2019</b>	Public Hearing for the Resolution finding of facts on the required annexation study (W.S. 15-1-402). ( <i>Public hearing date was previously established on November 5<sup>th</sup> or 19<sup>th</sup>, 2019</i> ).  Final reading on Ordinance approving annexation, plat and zoning.
February 4, 2020	20 <u>business</u> days after the final reading of <i>Ordinance</i> ( <i>Assuming it occurs on January 7, 2019</i> ), the annexation becomes effective.
February 5, 2020	Notify utility company franchisees of annexation
<b>February 2, 2020</b>	<b>180-day statutory deadline to complete the annexation.</b>

*Note:* There is a 60-day appeal period before the annexation is final.

## DRAFT Timeline for the South Poplar Street Annexation

August 6, 2019	Council initiates the annexation by resolution.
August 30, 2019	Complete Annexation Study/Report
Early September	Neighborhood meeting to obtain input from property owners
8/20 or 9/3, 2019	Establish date of Public Hearing for Council, and notify property owners of the public hearing for consideration of an Ordinance annexing and zoning as <b>September 17, 2019</b> .
	Establish public hearing on resolution accepting the annexation study for the <b>October 15, 2019</b> Council meeting (Coincides with 3 <sup>rd</sup> reading).
September 6th, 2019	Send legal notice (annexation study/summary, map, etc.) to Casper Star Tribune for the publish dates below. ( <i>15 <u>business</u> days before 3<sup>rd</sup> reading</i> ).
September 16, 2019	Mail Annexation Study/Report to all property owners and utility companies via certified mail at least 20 business days before final public hearing on October 15, 2019. This is also public notice for final Resolution on October 15 <sup>th</sup> .
<b>September 17, 2019</b>	Public Hearing and 1 <sup>st</sup> reading on Ordinance at Council.
September 13th and 20 <sup>th</sup> , 2019	Publish Dates...at least 15 <u>business</u> days before final hearing, City is required to publish notice (annex study/summary/map) twice in the newspaper.
October 1, 2019	2 <sup>nd</sup> reading on Ordinance.
October 15, 2019	Public Hearing for the Resolution finding of facts on the required annexation study (W.S. 15-1-402). ( <i>Public hearing date was previously established on 8/20 or 9/3, 2019</i> ).
	Final reading on Ordinance approving annexation, plat and zoning.
November 13, 2019	20 <u>business</u> days after the final reading of <i>Ordinance</i> ( <i>Assuming it occurs on <b>October 15, 2019</b></i> ) the annexation becomes effective.
November 14, 2019	Notify utility company franchisees of annexation
<b>February 2, 2020</b>	<b>180-day statutory deadline to complete the annexation.</b>

*Note:* There is a 60-day appeal period before the annexation is final.

**CONTRACT FOR PROFESSIONAL SERVICES**

between the

**CITY OF CASPER**

and

**CASPER SOCCER CLUB, INC.**

THIS CONTRACT is made and entered into this 17<sup>th</sup> day of Aug., 2019, by and between the City of Casper, Wyoming, a Municipal Corporation, hereinafter referred to as "City," and Casper Soccer Club, Inc. hereinafter referred to as "Contractor."

WHEREAS, City is authorized to contract with private entities to advertise the resources of Casper, Wyoming, pursuant to Wyoming State Statutes 15-1-111; and,

WHEREAS, City desires to engage Contractor to render certain professional services.

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

1. OBLIGATIONS OF CONTRACTOR:

Contractor will represent, and promote and advertise the resources of the City.

2. PROVISION OF SERVICES:

Contractor hereby agrees to provide the following services to the Casper community:

- ◆ To conduct the Casper Fall Classic 2019.
- ◆ To conduct the KickIt 3v3.
- ◆ To conduct the Spring Jamboree, which shall be open to the public.
- ◆ To conduct the Wyoming State Cup, which shall be open to the public.

3. PAYMENT:

- A. City shall provide the use of certain in-kind services at a fifty percent (50%) discount. City shall therefore provide the services described on the attached worksheet (Exhibit A) at the reduced price of Three Hundred Forty-Seven Dollars (\$347.00), and City will bill Contractor for this amount. In the event that Contractor, at its option, chooses to use less than all of the in-kind services awarded as described herein, then the price of the services will be adjusted to reflect the actual number of hours the services are used. Contractor acknowledges that this Contract does not constitute a reservation of the specified services. It is the responsibility of Contractor to contact the appropriate City

department(s) to make the reservations and other necessary arrangements for these services.

- B. City shall provide the use of certain City facilities at a fifty percent (50%) discount. City shall, therefore, provide the facilities described on the enclosed worksheet (Exhibit A) at the reduced price of One Thousand Eight Hundred and Ten Dollars (\$1,810.00), and City will bill Contractor for this amount. In the event that Contractor, at its option, chooses to use less of the facility award than is herein described, then the price of the facility rental will be adjusted to reflect the actual number of hours the facilities are used. Contractor acknowledges that this Contract does not constitute a reservation of the specified facilities. It is the responsibility of Contractor to contact the appropriate City department(s) to make the reservations and to make any other necessary arrangements for these facilities.

4. EFFECTIVE DATE/TERMINATION:

This Contract shall be effective as of July 1, 2019, and shall continue until June 30, 2020, at which time this Contract shall terminate.

5. REPORTS AND ACCOUNTING:

Contractor agrees that it will prepare and submit the Community Promotions FY2020 Final Report (Exhibit B) to City within thirty (30) days of the conclusion of the event funded under this Contract. Contractor understands that if this final report is not submitted to the City at the time of next year's application, future funding will not be provided.

6. INSURANCE:

Contractor shall procure comprehensive general liability insurance in an amount not less than \$500,000 per occurrence. Said insurance shall be underwritten by an insurance company authorized to do business within the State of Wyoming, and shall be in a form acceptable to the City.

7. INDEMNIFICATION:

Contractor shall indemnify and hold harmless City against any and all damages to property, or injuries to or death of any person(s), and shall defend, indemnify and hold City harmless in proceedings of any nature or kind, including Workers' Compensation claims of or by anyone whomsoever, in any way resulting from, or arising out of, the operations in connection herewith.

8. PAYMENT OF DEBTS:

Contractor agrees to promptly pay, as they become due, all claims, debts and charges, which it may incur as a result of the program(s) herein contained, and shall hold and save the City harmless from any such claims and debts.

9. 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.

APPROVED AS TO FORM:


  
\_\_\_\_\_

ATTEST:

  
\_\_\_\_\_


Fleur D. Tremel

CITY OF CASPER, WYOMING  
A Municipal Corporation


  
\_\_\_\_\_

J. Carter Napier  
City Manager


CASPER SOCCER CLUB, INC.

  
\_\_\_\_\_

Signed

  
\_\_\_\_\_

Printed Name

  
\_\_\_\_\_

Title

Exhibit A

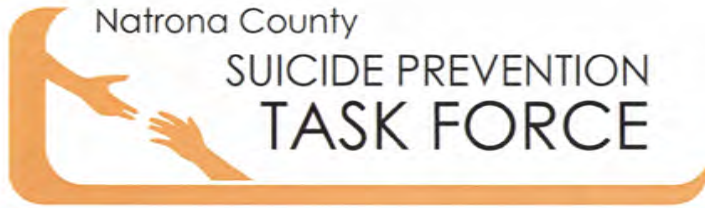
Organization Name	Event Name	In-Kind Result	Facilities Result
Casper Soccer Club, Inc.	Spring Jamboree	\$101.50	\$500.00
Casper Soccer Club, Inc.	Casper Fall Classic	\$101.50	\$500.00
Casper Soccer Club, Inc.	KickIt 3v3	\$42.50	\$250.00
Casper Soccer Club, Inc.	State Cup	\$101.50	\$560.00

Facilities/In-Kind Services:

Service or Facility	Amount	Unit Price	Total Unit Price Without 50% Reduction
Trash Service per 90 Gallon can	8	\$17.00	\$136.00
Trash Service per bin - 6 cubic yard on-call bin each dump	1	\$67.00	\$67.00
Soccer Complex Tournaments per day	2	\$500.00	\$1,000.00
Trash Service per 90 Gallon can	5	\$17.00	\$85.00
Soccer Complex per day for over 250 Ppl	1	\$500.00	\$500.00



Trash Service per 90 Gallon can	8	\$17.00	\$136.00
Trash Service per bin - 6 cubic yard on-call bin each dump	1	\$67.00	\$67.00
Soccer Complex Tournaments per day	2	\$500.00	\$1,000.00
Trash Service per 90 Gallon can	8	\$17.00	\$136.00
Trash Service per bin - 6 cubic yard on-call bin each dump	1	\$67.00	\$67.00
Soccer Complex Tournaments per day	2	\$500.00	\$1,000.00
Parks - Charitable events in parks per 4 hours	2	\$60.00	\$120.00



Natrona County  
SUICIDE PREVENTION  
TASK FORCE

"Suicide prevention is everyone's business"



16th Annual

# Breaking the Silence Walk Festival of Hope

2pm - 6pm Sept. 14th

FREE BBQ, MOVIE

"Suicide : The Ripple Effect"

Arapaho Dancers, Super Heroes

Face Painting, "Assistance Dog"

"Therapy Horses"

Mental Health Providers and Agencies



Casper  
Community  
Church



**Natrona County  
Suicide Prevention  
Task Force Walk  
STARTS AT 4pm**



# REV. JAMES REEB MURAL REVEAL + PANEL DISCUSSION

Created to inspire empathy and compassion  
as the greatest human power, sparked by  
the legacy of our hometown everyday hero,  
Rev. James Reeb, (1927-1965)

Wednesday August 28th, 2019

5:30 pm: Public Reveal & Celebration  
East Facing wall of 225 S. David Street

6 pm: Reception inside The Lyric  
230 W. Yellowstone HWY

6:30 pm: Storytelling & Panel Discussion  
Featured Panelists include: investigative journalists & co-hosts of  
NPR's White Lies Podcast, Chip Brantely and Andrew Beck Grace;  
Members of the Reeb family; Ammon Medina,  
Wyoming author & human empathizer.

Hosted by The Table

---



Sponsored by:  
The Casper Mural Project, The Reeb Family, The Table,  
Elevate Wyoming, Fort Atelier, Beyond Borders Yoga, The  
Unitarian Universalist Community of Casper, Wyoming  
Humanities Council, Wyoming Arts Council, City of  
Casper; and Wold Oil Properties

**From:** Platte River Trails Trust [mailto:platteriver@wyoming.com]  
**Sent:** Friday, August 16, 2019 8:07 AM  
**To:** Renee Jordan-Smith <rjordansmith@casperwy.gov>  
**Subject:** Riverfest Is Tomorrow ... Get Your Tickets Today



## Riverfest Is Tomorrow ... Get Your Tickets Here Today!

August 16, 2019



Did you know: Riverfest is a FREE event! However, to partake in the unlimited craft beer tasting, you must purchase a ticket. **Pre-purchase for \$23 now and SAVE until Friday at midnight! (\$30 day of).** Click [here](#) to purchase ticket now. Ticket includes commemorative steel cup to enjoy unlimited beer from local and regional brewer

\*If you use your mobile device, you may be routed to the PayPal app, however, you can opt to go directly to the site to purchase.



# RIVERFEST

**AUGUST 17**  
CROSSROADS PARK  
NOON-5:00 PM

**CRAFT BEER  
LIVE MUSIC  
FOOD TRUCKS  
FAMILY ACTIVITIES**

**\$23 UNLIMITED  
CRAFT BEER TASTING**  
*Buy early to save! \$30 day of event*  
**KEEP THE COLLECTIBLE  
STAINLESS STEEL CUP!**



**FEATURING  
THE TWO TRACKS  
& PRAIRIE WILDFIRE**

307.577.1206

BUY YOUR CRAFT BEER TASTING TICKETS TODAY AT  
[www.casperriverfest.com](http://www.casperriverfest.com)



**DUCK DERBY TICKETS - \$20**  
LOTS OF GREAT PRIZES INCLUDING CASH  
Buy tickets on the day, at the Platte River Trails Office,  
Casper Rotarians and Express Employment Professionals  
DUCKS DROP AT 3:30pm • [www.casperrotaryclub.org](http://www.casperrotaryclub.org)

Purchase Your Collector Cup and Sample Beers  
from Around the Region



Enjoy Regional and Local Brews



# Thanks to the Sponsors Who Make Riverfest Possible



Platte River Trails | 307-577-1206

[platteriver@wyoming.com](mailto:platteriver@wyoming.com) | [www.platterivertrails.com](http://www.platterivertrails.com)

STAY CONNECTED





## Natrona County Commissioners

200 North Center, Room 115  
Casper, WY 82601  
Phone (307) 235-9202  
Fax (307) 235-9486

Paul Bertoglio  
Forrest Chadwick  
Robert Hendry  
Brook Kaufman  
Jim Milne

August 9, 2019

City of Casper  
Carter Napier, City Manager  
200 N. David Street  
Casper, WY 82601

Dear Mr. Napier,

I am proud to announce that Natrona County is the site host for the 2019 Wyoming Association of County Officers (WACO) Conference, September 24, 25, 26, 2019 taking place in Casper. Approximately three hundred County Elected Officers are expected to arrive in our county along with speakers, staff, family members and other local and state government officials. We expect this meeting to create a noticeable impact on our local economy with lodging, meals and shopping.

For Tuesday's welcome reception, Natrona County has reserved the Nicolaysen Art Museum & Discovery Center. Attendees and guests will be able to visit the galleries and enjoy one of Casper's finest museums showcasing contemporary art from artists around the Rocky Mountain Region. There will be a catered buffet and a hosted bar.

The general sessions, individual association meetings, Thursday's sponsor lunch, and Thursday's social hour and banquet, along with lodging, will be at the Ramkota Hotel & Conference Center.

In some capacity you have worked with at least one of the county governments in Wyoming in the past, or likely will in the future, and we are hoping that you can help make our meetings a success by providing sponsorship of one of the following:

- Welcome Reception - \$1,000
- Social Hour - \$1,000

In appreciation of your sponsorship the name of your company would be listed in the program agenda, on the conference sponsor banner, with vocal recognition of your sponsorship at our general session. Your attendance would be welcome at the welcome reception, sponsor lunch, and social hour and banquet.

In addition to County Officers, we hope to have Legislators and City Officials attend the event, giving you the opportunity to reach a large array of community and state leaders.

Your generosity is greatly appreciated and if you are interested in sponsoring these events, please contact Tracy Good, Natrona County Clerk at (307) 235-9203 or Michelle Maines, Commissioners Administrative Assistant at (307) 235-9202.

If you would like to sponsor the WACO Conference in a different capacity by having a sponsor booth at the conference, please visit the sponsor information page on WACO's website: <https://wyowaco.org/sponsor-registration-information/>. The conference schedule, keynote speaker information, and other pertinent information can be found at the WACO website, as well.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert L. Hendry".

Robert L. Hendry, Chairman  
Board of Natrona County Commissioners





**Pile and Anchor Applications**



# Frequently Asked Questions

**Q** What kinds of products and services does TorcSill provide?

**A** TorcSill installs TorcSill helical piling systems, specializing in products designed specifically for energy installations.

**Q** What are TorcSills?

**A** TorcSills are engineered, steel components used for foundations and supports in a broad range of energy applications.

**Q** How long has this technology been in use?

**A** The helical pile technology of TorcSills has been used in various forms for more than 150 years.

**Q** What are the major advantages of Torcsills?

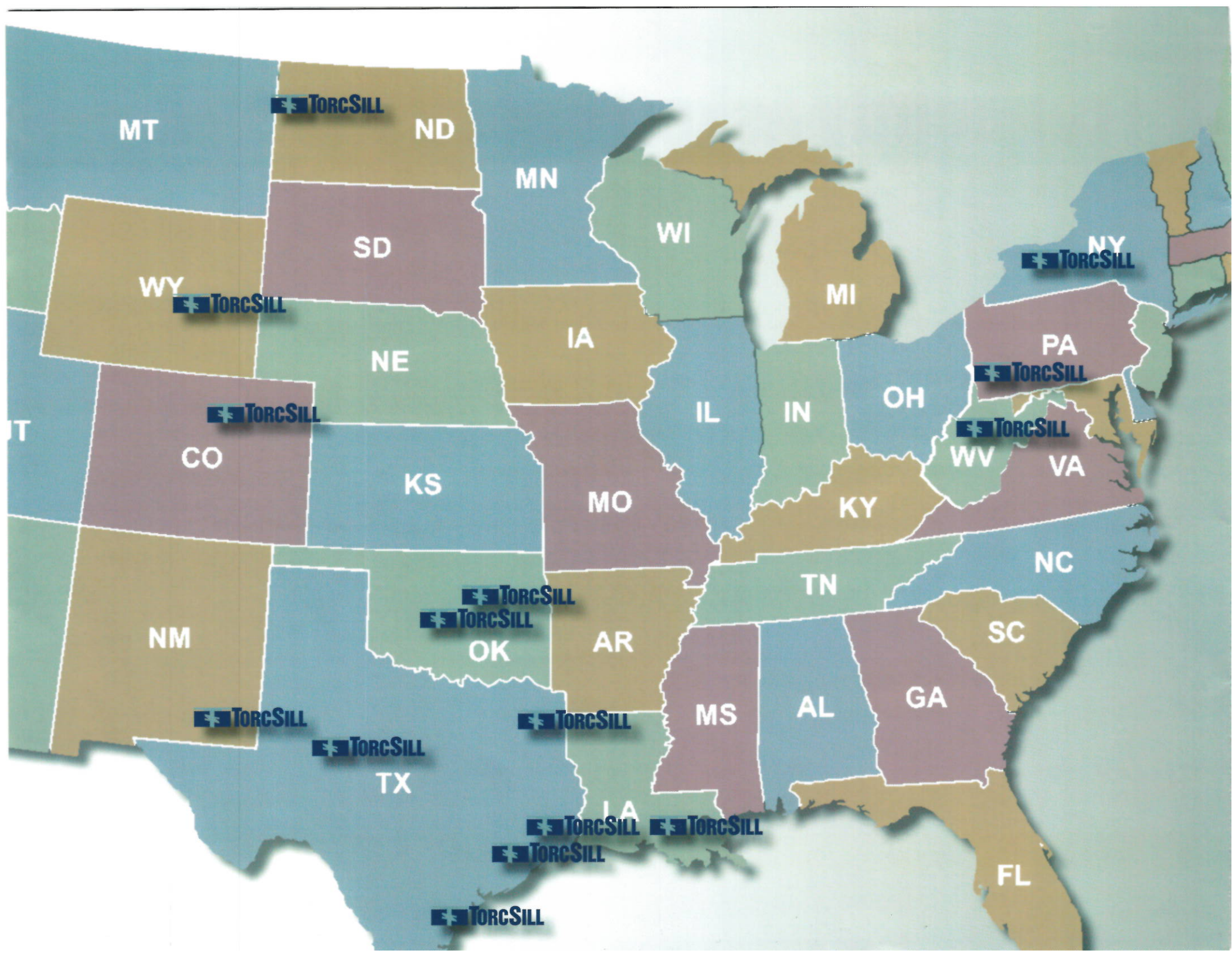
**A** This foundation supports loads on bearing plates embedded deep in undisturbed, stable soil layers that resist settlement, movement and vibration. In addition, TorcSills are removable, reusable and provide immediate full loading capacity.

**Q** How do TorcSills compare to concrete foundations?

**A** TorcSill deep soil foundation systems are commonly used in place of traditional concrete foundations and/or supports founded on concrete. This foundation technology offers better performance and advantages that reduce maintenance and repair costs, potential safety issues and production loss.

**Q** What are TorcSill Foundations' qualifications?

**A** TorcSill is the Global Expert in Helical Piling. Dedicated engineering, manufacturing and installation TEAMS serve 8 locations across the country with unparalleled safety and efficiency.



# National Footprint

1.800.731.TORC  
WWW.TORCSILL.COM

## Corporate Headquarters

9311 Bay Area Blvd., Ste. 700  
Pasadena, TX 77507

### Corporate Sales Office - East

2400 Ansys Dr., Ste. 102  
Canonsburg, PA 15317

### Corporate Sales Office - Mid-continent

204 N. Robinson Ave., Ste. 2400  
Oklahoma City, OK 73102

### Corporate Sales Office - New England

112 Main St., Ste. 3  
Mount Morris, NY 14510

### Colorado District Office

10765 Turner Blvd., Ste. A  
Longmont, CO 80504

### Louisiana District Office

2963 South Saint Landry Rd.  
Gonzales, LA 70737

### North East District Office

624 Armory Rd.  
Clarksburg, WV 26301

### New Mexico District Office

219 Energy Ave.  
Carlsbad, NM 88220

### Oklahoma District Office

1900 North Airport Rd.  
Weatherford, OK 73096

### East Texas District Office

4820 Five Notch Rd.  
Marshall, TX 75672

### Gulf Coast District Office

8060 Leesa Ln.  
Pasadena, TX 77507

### South Texas District Office

6401 Leopard St.  
Corpus Christi, TX 78409

### South East Texas District Office

4820 Stone Oak Dr.  
Beaumont, TX 77705

### West Texas District Office

10014 W. County Rd. 157  
Midland, TX 79706

### Williston District Office

5072 Bennett Loop  
Williston, ND 58801

### Wyoming District Office

996 JC Rd.  
Casper, WY 82604



## Company

TorcSill's TEAMS are the global experts in helical pile foundations. With unparalleled professional expertise and support, TorcSill is executing the most challenging foundation projects safely and efficiently.

## Technology

TorcSills are a proven foundation technology that have been used in general construction since the 19th century. The speed of installation and high loading capacity makes these helical piles ideal for the fast-paced world of energy production and delivery.

As with any engineered solution, proper installation procedures are required for project success. TorcSill Foundations is the leader in experience with a wide variety of applications and conditions.

## Safety Culture

Safety is a top priority for TorcSill. Its TEAM members are extensively trained in safe work practices and in the specific skills necessary to perform all tasks. All employees participate in this exhaustive, job specific training as part of TorcSill U, an in-house training program.

A dedicated safety manager leads TorcSill's company wide commitment to zero incident operations. All employees are empowered with Stop Work Authority, and are aware of their individual responsibility to correct any unsafe work practices that may be observed in the field.

## Accountability

TorcSill's commitment to safe and secure operations is verified by its participation in numerous training and accountability programs which track TEAM progress, ensure verifiable standards and monitor worker qualifications.

We are proud of our excellent safety record and work daily to maintain it.

# TorcSill Safety and Training



**PILE TERMINATIONS**  
are engineered to the same  
exacting specifications as  
the piles themselves and can  
be tailored to structural and  
equipment needs


**LATERAL CAPACITY DEVICE**  
is an available option that  
enhances resistance to  
lateral loads by increasing  
the effective pile diameter at  
grade

**LEADS AND EXTENSIONS**  
can be configured to create  
piles for many different  
soil conditions. TorcSill has  
installation experience to  
depths exceeding 130 feet  
(40m)

**TORCSILLS** are true helical  
piles, with a precisely  
engineered helix pitch which  
means that soils suffer from  
minimal disturbance during  
installation

**Competent Bearing Strata**





*LARGE PILES are available for use with high loads and in poor soil conditions. TorcSill has the capacity and experience to install piles of 24 inches and larger*



**Stephen Willis, P.E.**  
*Engineering Manager*

Stephen oversees TorcSill's engineering department, is a leader in the refinement of TorcSill technology and is directly involved in all major projects. In addition, he is active in the research and development of new products in response to client requests and market demands.

Stephen has over 15 years experience in civil and structural engineering, with special focus on steel structural components.

**TorcSill Manufacturing**

TorcSill maintains a professional manufacturing division in Pasadena, Texas, just south of Houston. This in-house capability brings the freedom to innovate for the customer and value engineer every job.

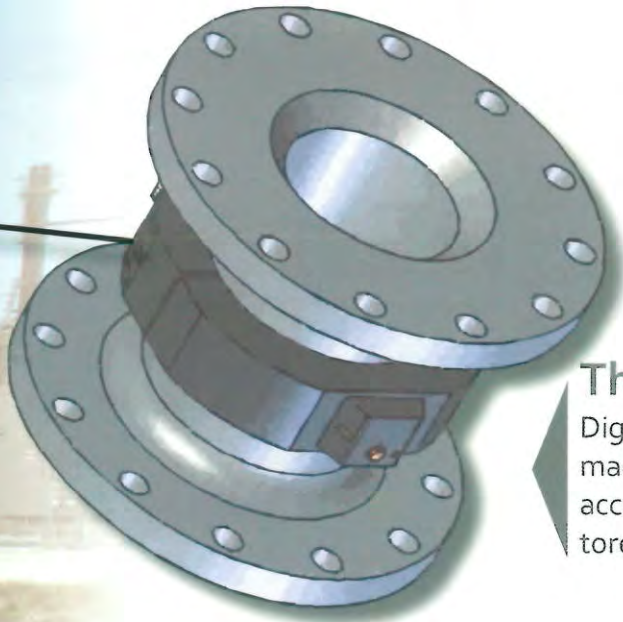
On the factory floor, skilled machinists make use of cutting edge technology, including proprietary helix manufacturing tools, that are licensed exclusively to TorcSill in the United States.

**An Engineered Solution**



## Verified Capacity

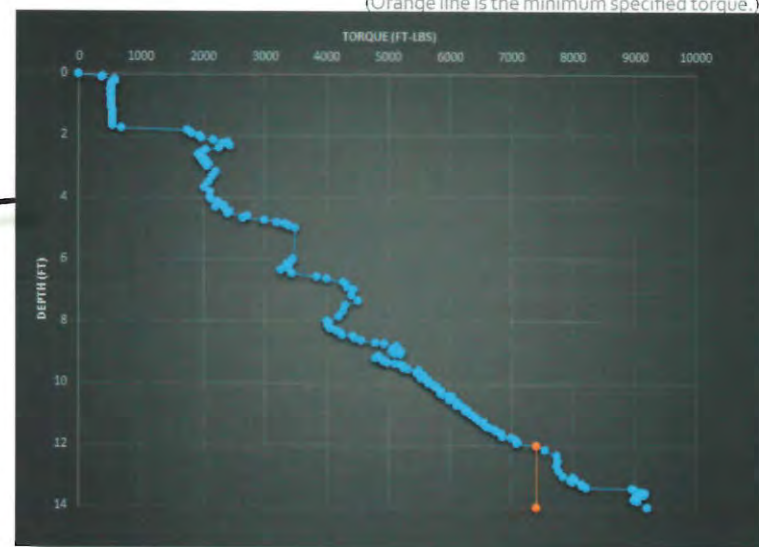
TorcSill is dedicated to the production and installation of the finest helical pile foundation systems in the world. Each pile is installed to a verifiable torque value, providing designed loading capacities. TorcSill uses the industry-standard Torque Correlation Method which uses final installed torque and empirically derived formulas to verify the final capacity of the foundation component.



## The Technology

Digital torque monitors are integrated on each pile installation machine. These devices are precisely calibrated and extremely accurate, allowing TorcSill's crews to record the exact installation torque for each pile.

(Orange line is the minimum specified torque.)



## The Data

During installation, the torque monitor measures the forces exerted on the pile as frequently as once per second. TorcSill engineers then analyze this data creating a visual representation of the entire install process.

# Data and Technology

# TorcSills

**0 HOURS  
CURE TIME**

**3 WORKERS, 1 TRUCK WITH MATERIALS INCLUDED,  
1 SKID STEER WITH TORQUE HEAD**



**REBAR TRUCK**

**672  
HOURS  
CURE TIME**



**10 WORKERS**

**EXCAVATOR**

**CONCRETE PUMP**

**DRILL TRUCK**

**VS.**

**CONCRETE TRUCK**

**CONCRETE**





## WE KNOW UPSTREAM

TorcSill's management and technical TEAMS are in tune with the needs of upstream operators and integrated service companies. TorcSill has worked on a wide variety of foundation projects for the industry, including drilling rig foundations, pumping units, frac line tie-downs, temporary buildings and more.

TorcSill provides a superior product at an accelerated schedule when compared to legacy foundation solutions. Its TEAMS have experience installing in the most demanding production environments including deployments in below-freezing conditions and on semi-submerged coastal sites.



# Upstream









## PIPELINE and PLANT READY

Schedule is one of the most important concerns during the construction of Midstream facilities and pipelines. TorcSill's technology and expertise can aid in streamlining the installation of vital equipment. Customizable foundation solutions give your team flexibility to deal with changing site conditions, allowing on-the-fly corrections for survey errors or equipment relocation. In addition, TorcSills can be fitted with a variety of specialized terminations, including pipe supports, which can be adjusted in the field.

Ideal applications for Torcsills include: pipe racks, header racks and associated pipe supports, horizontal vessels, pig launchers/receivers, compressors and buildings.



**TorcSills** are ideal for all types of midstream plant work, including pipe racks, skidded equipment and even compressors. Our steel on steel connections and small footprint help guarantee a safe and efficient install process.

# Midstream





# No Spoils Ideal for Close Quarters Best Choice for Facilities

TorcSill has proven experience in foundation construction in refineries and other major downstream facilities. Torcsill technology is a no-spoils and often a no-excavation solution that is well-suited to applications in congested and limited access areas. The piles are rotated into the earth, saving nearby foundations from potential damage resulting from traditional impact installation methods.



## OUR SMALL-FOOTPRINT INSTALL PROCESS

TorcSill's install TEAMS are small and flexible. This, coupled with the speed and safety of TorcSills, allows for foundation installation in congested areas without the danger and expense of major excavations and concrete pumping. All this can help reduce costly downtime and bring your critical production equipment back on line quickly.

# Downstream





## TRANSMISSION

Electrical transmission structures must remain stable and reliable for years and be able to support ever-increasing loads imposed by capacity upgrades.

TorcSills offer increased safety, reduced schedule risk and mitigation of logistical problems faced when deploying concrete to support transmission projects.



## GENERATION

TorcSill has a proven track record in foundation construction in major plant facilities. Torcsill technology is a no-spoils and often a no-excavation solution that is well-suited to applications in congested and limited access areas.

# Electrical Power



## TRANSFORMERS

TorcSills are ideal for transformer foundations. The high bearing capacity of TorcSills can allow a small number of high-strength components to replace the monolithic concrete foundations that are typically used for transformer support.



## LIMIT DOWNTIME

TorcSills are ideally suited to industrial remediation projects. The speed of install, instant loading capacity and all-weather characteristics of this technology make it the obvious choice for timely repairs to your vital equipment.

In addition, TorcSill's crews are experienced in repairing foundations for a variety of equipment. From sagging pipe runs at stream crossings, to millions of pounds of plant infrastructure, specialized tools and solutions can save you time and money when it truly counts.

## MISSION CRITICAL

This Heater-Treater in North Dakota had settled and begun to tilt, threatening production operations. Severe cold and frozen soil conditions made concrete an untenable option. TorcSill's crews accomplished the stabilization of this critical equipment in a matter of hours, without any significant downtime.



**Above:** TorcSill accomplished the support of tanks that had been installed on loose fill and were in danger of collapsing. The tanks were raised onto TorcSill helical piles and a ring wall was installed.

# Remediation



**HELICAL PILE FOUNDATIONS  
RESEARCH AND DEVELOPMENT  
ENGINEERING  
MANUFACTURING  
CONSTRUCTION SERVICES**

 **TORSILL**  
[www.torsill.com](http://www.torsill.com)



# **Wyoming Association of Municipalities**



Wyoming Association  
of Municipalities  
*Building Strong Communities*

## **July 31, 2019 Finance Report**

**Distributed To:**

**WAM Board**

**8/12/19**

WAM Balance Sheet  
as of July 31, 2019

**ASSETS**

**Current Assets**

Petty Cash	100	
WMEF Investments	16,965	
WAM Checking	181,306	
RBC Wealth Mgt - Cash Acct. -41845	5,559	
RBC Wealth Mgt - Cash Acct. -25434	22,251	
RBC Wealth Mgt - Investments -41845	225,356	
RBC Wealth Mgt - Investments - 25434	379,633	
Adjustments to Investments	(3,469)	
Accounts Receivable-General	267,347	

**Total Current Assets** 1,095,047

**Property and Equipment**

Equipment	116,296	
Land	93,975	
Buildings	864,984	
Landscaping	514	
WAM Vehicle	35,759	
Accum.Depr	(433,743)	

**Total Property and Equipment** 677,785

**Total Assets** 1,772,832

**LIABILITIES AND CAPITAL**

**Current Liabilities**

Accounts Payable- General	8,335	
Sales Tax Payable	0	
Payroll Tax Liability	0	
SUTA Payable	0	
Worker Comp	0	
FUTA Payable	310	
Accrued Leave	12,234	

**Total Current Liabilities** 20,879

**Long-Term Liabilities**

Mortgage-Balance	0	
------------------	---	--

**Total Long-Term Liabilities** 0

**Total Liabilities** 20,879

Capital

**WAM Balance Sheet  
as of July 31, 2019**

<b>Beginning Balance Equity</b>	<b>15,144</b>	
<b>Net Assets</b>	<b>1,607,751</b>	
<b>Net Income</b>	<b>129,058</b>	
	<hr/>	
<b>Total Capital</b>		<b><u>1,751,953</u></b>
<b>Total Liabilities &amp; Capital</b>		<b><u><u>1,772,832</u></u></b>

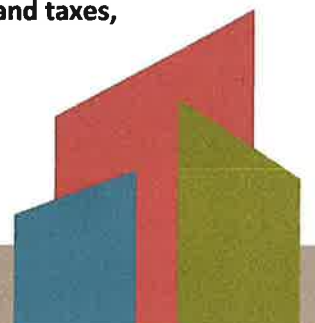


Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

**TO:** WAM Board of Directors  
**FROM:** Earla Checchi, Finance Manager  
**DATE:** August 12, 2019  
**RE:** July 31, 2019 Finance Report

We are at one (1) month into the fiscal year with a net income of \$129,058. For more detailed information, please review the attached spreadsheet, or if you have specific questions please call me at 307-632-0398.

- We are at 25% of our income goal.
- We are at 9% of our expense goal.
- Notable Line Item income or expenses
  1. Income line item 3 – Membership Dues are at 41%.
  2. Income line item 5 – Interest & Investments is at 13%.
  3. Income line item 12 – WY Government Investment Fund is at 73%. We received the last two quarterly payments for FY 2019.
  4. Expense line item 27 – IT Operation/Maintenance/Software is at 16%. This includes the renewal of the Accounting software for two years. (Saved \$300.00) and regular maintenance.
  5. Expense line item 33 – Interstate Travel is at 9%. This is Dave's travel to Washington DC and Los Angeles.
  6. Expense line item 36 – Legislative is a 5%. River Oak Communications did research on Right Away and Franchise Fees.
  7. Expense line item 37 – Meals is at 11%. Lunch for cities and towns to come to the Capitol building opening
  8. Expense line item 39 - Intrastate Workshops Travel is at 15%. Dave's travel to cities and towns.
  9. Expense line item 40 – Summer/Winter Conventions is at 11%. This includes FY 2019 convention expenses.
  10. Expense line item 41 – Furniture/IT Equipment is at 76%. Included in this cost is a new Laptop for Dave and office furniture.
  11. Expense line item 42 – Staff Training is at 45%. NLC, SHRM, Payroll Training.
  12. Expense line item 46 – Other is at 56%. This includes car registration and taxes, updated statute books, Investment fees and bank charges.



WAM Income Statement  
as of July 31, 2019

	A	B	C	D	H
		Current Month Actual	Year to Date Actual	Proposed Budget	Variance Budget to Actual
1					
2	<b>INCOME</b>	<b>FY 2020</b>	<b>FY 2020</b>	<b>FY 2020</b>	
3	Membership Dues	175,050	175,050	428,047	41%
4	Building Office Space Rental	1,946	1,946	11,676	17%
5	Interest & Investments	657	657	6,000	13%
6	Summer/Winter Conventions	1,220	1,220	100,000	1%
7	Annual Sponsorship	0	0	76,000	0%
8	WAM-JPIC Administrative Fees	14,394	14,394	200,000	8%
9	Workshops/Training (HR, City Mgr/Admin, Regions, FD, BD)	0	0	5,000	0%
10	Contractor Testing Fees	0	0	0	0%
11	Wyoming Community Gas	3,000	3,000	3,000	100%
12	Wyoming Government Investment Fund	5,105	5,105	8,000	73%
14	Publication Sales	185	185	500	37%
15	<b>Total</b>	<b>201,556</b>	<b>201,556</b>	<b>838,223</b>	<b>25%</b>
16					

WAM Income Statement  
as of July 31, 2019

	A	B	C	D	H
17		Current Month Actual	Year to Date Actual	Proposed Budget	Variance Budget to
18	<b>EXPENSES</b>	<b>FY 2019</b>	<b>FY 2019</b>	<b>FY 2020</b>	
19	Personnel (Salaries, Taxes, Retirement, Part-Time Staff)	24,114	24,114	317,000	8%
20	Group Health Insurance Premiums	7,721	7,721	100,000	8%
21	Educational Services/Training	1,000	1,000	20,000	5%
22	Utilities	806	806	7,500	11%
23	Building Maintenance	0	0	4,000	0%
24	Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O, Crime Policy)	0	0	21,500	0%
25	Custodial/Lawn care/Snow removal	876	876	12,000	7%
26	Telephone/Internet/Website	679	679	20,000	3%
27	IT Operation/Maintenance/Software	3,591	3,591	22,000	16%
28	Office Supplies	28	28	5,000	1%
29	Postage	-10	-10	3,000	0%
30	Printing (Directory, WAM Connection & Copies)	318	318	10,000	3%
31	Equipment Leases (Postage Meter/Copy Machine)	687	687	6,500	11%
32	Dues/Memberships/Sponsorships	750	750	17,000	4%
33	Interstate Travel (Workshops/Training/Meals out of state)	2,135	2,134	25,000	9%
34	Audit and Report	0	0	9,100	0%
35	Outside Counsel	1,501	1,501	22,000	7%
36	Legislative Relations (Legislative Fees, Travel, Meals)	3,075	3,075	68,000	5%
37	Meals	221	221	2,000	11%
38	Scholarships (Convention Registration/Lodging)	0	0	3,000	0%
39	Intrastate Workshops/Training/Travel/Meals (Regions, FD/Managers Retreats)	3,694	3,694	25,000	15%
40	Summer/Winter Conventions	10,892	10,892	100,000	11%
41	Furniture/IT Equipment	3,031	3,031	4,000	76%
42	Staff Training/Professional Development Planning	3,154	3,154	7,000	45%
43	Special Projects (Municipal Finance Report)	0	0	0	0%
44	ED Search Expenses from reserves	0	0	0	0%
45	Other Expenses **	4,236	4,236	7,623	56%
46	<b>Total</b>	<b>72,498</b>	<b>72,497</b>	<b>838,223</b>	<b>9%</b>
47	<b>Net Income/Loss</b>	<b>129,058</b>	<b>129,058</b>	<b>0</b>	
48	**Other Expenses - Bank Charges, Books/Periodicals/Car Expenses				

WAM  
FY 2020 Proposed Budget

	A	C	D	E	F	G	I	J	
		Audited	Audited	Audited	Year to Date	Year to Date	Proposed Budget	Variance Difference	
		FY 2016	FY 2017	FY 2018	FY 2019 *	FY 2020	FY 2020		
1									
2	<b>INCOME</b>								
3	Membership Dues	428,097	400,762	380,820	392,347	175,050	428,047	41%	
4	Building Office Rental Space	2,949	2,540	11,280	8,460	1,946	11,676	17%	
5	Interest & Investments	5,928	2,092	1,981	11,863	657	6,000	11%	
6	Summer/Winter Conferences	64,037	49,781	95,139	78,205	1,220	100,000	1%	
7	Annual Sponsorship	84,532	76,700	77,370	77,650	0	76,000	0%	
8	WAM-JPIC Administrative Fees	168,885	176,826	178,507	154,525	14,394	200,000	7%	
9	Workshops & Training (HR, City Mgr/Admin, Regions, Finance Directors, Board of Directors)	60,540	40,901	3,056	4,217	0	5,000	0%	
10	Contract Testing	535	60	30	30	0	0	0%	
11	Wyoming Community Gas	3,000	3,000	3,000	3,000	3,000	3,000	100%	
12	Wyoming Government Investment Fund	5,516	6,570	8,107	6,833	5,105	8,000	64%	
13	Energy Lease Program	3,000	3,000	0	0	0	0	0%	
14	Publication Sales	3,335	1,985	545	485	185	500	37%	
15	<b>Total</b>	<b>830,354</b>	<b>764,217</b>	<b>759,835</b>	<b>737,615</b>	<b>201,556</b>	<b>838,223</b>	<b>24%</b>	
16	*Not included in 2017, 2018, 2019 Dues (Rock Springs) (2019 & Mills)								

WAM  
FY 2020 Proposed Budget

	A	C	D	E	F	G	I	J
17		Audited	Audited	Audited	Year to Date	Year to Date	Proposed Budget	
18	EXPENSE	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2020	
19	Personnel Expense (Salaries, Taxes, Retirement, PT Staff)	293,332	342,417	331,626	234,183	24,114	317,000	8%
20	Group Health Insurance Premiums	56,491	81,679	73,737	62,637	7,721	100,000	8%
21	Educational Services	35,129	15,441	9,480	13,203	1,000	20,000	5%
22	Utilities	6,065	5,450	7,800	5,930	806	7,500	11%
23	Building Maintenance	5,055	589	1,558	1,169	0	4,000	0%
24	Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O Crime Policy, Car Registration & Taxes)	11,729	12,864	12,932	14,400	0	21,500	0%
25	Custodial/Lawn Care/Snow Removal	8,559	8,099	10,593	9,072	876	12,000	7%
26	Telephone/Internet/Website	13,164	16,295	18,572	5,988	679	20,000	3%
27	IT Operations/Maintenance/Software	3,509	16,858	11,832	19,488	3,591	22,000	16%
28	Office Supplies	7,872	5,560	2,781	2,711	28	5,000	1%
29	Postage	4,578	1,995	2,215	1,512	-10	3,000	0%
30	Printing (Directory, WAM Connection, Copies)	10,940	6,217	8,153	5,733	318	10,000	3%
31	Equipment Leases (Postage Meter, Copy Machine)	8,191	7,578	7,226	3,399	687	6,500	11%
32	Dues & Memberships/Sponsorship	18,208	10,492	10,998	9,993	750	17,000	4%
33	Interstate Travel (Includes NLC, Mileage, Meals, Lodging, Car Rental/Membership Travel)	38,287	31,794	3,461	2,830	2,135	25,000	9%
34	Auditing (Anton Collins Mitchell)	6,000	6,300	6,600	7,000	0	9,100	0%
35	Outside Counsel	20,570	18,917	18,906	17,896	1,501	22,000	7%
36	Legislative Relations (Legislative Fees, Travel, Meals)	80,640	45,150	12,095	39,079	3,075	68,000	5%
37	Meals	882	480	215	254	221	2,000	11%
38	Scholarships (Convention Registration, Lodging)	0	1,000	0	0	0	3,000	0%
39	Intrastate Workshops/Training/Travel/Meals	44,291	36,724	12,933	14,939	3,694	25,000	15%
40	Summer/Winter Conferences	44,825	30,340	84,359	65,263	10,892	100,000	11%
41	Furniture/IT Equipment	1,784	717	1,214	434	3,031	4,000	76%
42	Staff Training/Professional Development & Planning	2,889	2,273	10,891	3,081	3,154	7,000	45%
43	Special Projects	0	6,475	16,786	0	0	0	0%
44	Executive Director Search (Includes new Vehicle & Moving Expense for ED, Expenses for candidates)	0	0	0	48,292	0	0	0%
45	Other Expenses**	3,563	2,968	1,112	5,190	4,236	7,623	56%
46	<b>Total</b>	<b>726,553</b>	<b>714,672</b>	<b>678,075</b>	<b>593,676</b>	<b>72,498</b>	<b>838,223</b>	
47	<b>Net income/Loss</b>	<b>103,801</b>	<b>49,545</b>	<b>81,760</b>	<b>143,939</b>	<b>129,058</b>	<b>0</b>	
48	** Other Expenses - Bank Charges, Books/Periodicals/Car Expenses							



**From:** Dave Fraser [mailto:dfraser@wyomuni.org]  
**Sent:** Wednesday, August 14, 2019 3:07 PM  
**Subject:** Blockchain Task Force

Attached is a Bill Draft that the Blockchain Task Force will be considering. It would allow municipal bonds to be issued as digital securities. Because it is optional, not mandatory, I don't see any reason not to have another tool in the box. However, I'm interested in your input. Thanks.

**J. David Fraser**  
Executive Director  
Wyoming Association of Municipalities  
315 West 27th Street  
Cheyenne, WY 82001  
307-632-0398  
[dfraser@wyomuni.org](mailto:dfraser@wyomuni.org)  
[www.wyomuni.org](http://www.wyomuni.org)

*"Communities that don't matter, don't exist."*



**DRAFT ONLY  
NOT APPROVED FOR  
INTRODUCTION**

HOUSE BILL NO. [BILL NUMBER]

Municipal bonds-digital securities.

Sponsored by: HDraft Committee

A BILL

for

1 AN ACT relating to public securities; authoring issuance of  
2 certain bonds as digital securities; and providing for an  
3 effective date.

4

5 *Be It Enacted by the Legislature of the State of Wyoming:*

6

7 **Section 1.** W.S. 16-5-502 is amended to read:

8 \*\*\*\*\*

9

**STAFF COMMENT**

10 W.S. 16-5-501 is included in this bill draft for the Task  
11 Force's reference. This section will not be included in the  
12 final version of the legislation.

13

\*\*\*\*\*

14 16-5-501. Applicability.

15

1 This article applies to bonds, notes, warrants, certificates  
2 or other securities evidencing loans or the advancement of  
3 monies, heretofore or hereafter authorized to be issued by or  
4 on behalf of the state or any political subdivision, district,  
5 public board, agency, commission, authority or other public  
6 body corporate in the state pursuant to any general or special  
7 act or pursuant to any lawful legislative or home rule  
8 provision.

9

10 **16-5-502. Form, payment and transfer of securities.**

11

12 (a) The securities described in W.S. 16-5-501 shall be  
13 in registered or bearer form, with or without interest  
14 coupons, be subject to such conditions for transfer, be  
15 subject to such provisions for conversion as to denomination  
16 or to bearer or registered form, be made registrable or  
17 payable, or both, by the treasurer or other officer of the  
18 issuing entity, or by trustee, registrar, paying agent or  
19 transfer agent within or without the state of Wyoming, be  
20 issued, transferred and registered by book entry, be in a  
21 denomination, bear such dates, signatures and  
22 authentications, and be held in custody by a depository within  
23 or without the state of Wyoming, all as may be determined by

1 the entity or the governing body of the entity authorized or  
2 empowered to issue the securities. Payment at designated due  
3 dates or in installments may be required by the authorizing  
4 proceedings to be by check, draft or other medium of payment  
5 and need not be conditioned upon presentation of any security  
6 or coupon.

7  
8 (b) Bonds issued by or on behalf of a political  
9 subdivision of the state may be issued as digital securities,  
10 as defined by W.S. 34-29-101(a)(iii), if the bonds are  
11 otherwise issued in accordance with all applicable state and  
12 federal laws and regulations.

13

14 **Section 2.** This act is effective July 1, 2020.

15

16

(END)

**From:** Justin Schilling [mailto:[jschilling@wyomuni.org](mailto:jschilling@wyomuni.org)]  
**Sent:** Wednesday, August 14, 2019 11:09 AM  
**Subject:** WAM Fall Regional Meeting Schedule

Good Morning WAM!

Please find below the schedule and host communities for the WAM Fall Regional Meetings coming up in September and October. We will be hosting a training on CBD and hemp products by Rhea Parsons from the Wyoming Association of Sheriffs and Chiefs of Police starting at 4 p.m. at each location except the Region 5 meeting in Jackson, please see the note below. A meal will be served at 5 p.m. with the WAM meeting set to commence as soon as everyone is served. We look forward to seeing you all soon!

Region 1, Thursday September 12<sup>th</sup>, WAM Office, 315 West 27<sup>th</sup> St., Cheyenne, WY, 82001

Region 2, TBD in conjunction with next NEWY Meeting

Region 3, Wednesday October 2<sup>nd</sup>, Meeteetse Conservation District, 1906 State St., Meeteetse, WY 82433

Region 4, Thursday, September 5<sup>th</sup>, Hogadon Ski Area, 2500 Hogadon Rd., Casper, WY 82601

Region 5, Tuesday September 17<sup>th</sup>, Snow King Resort, 400 E. Snow King Ave., Jackson, WY 83001 (No training at this meeting as members are encouraged to attend the Joint Corporations Committee Meeting that day at the Teton County Library, 125 Virginian Ln., Jackson, WY 83001. That meeting starts at 8 a.m.)

Region 6, Wednesday September 25<sup>th</sup>, Hampton Inn, 1055 Wild Horse Canyon Rd., Green River, WY 82935

WAM Board Meeting, Thursday September 26<sup>th</sup> at 10 a.m., Hampton Inn, 1055 Wild Horse Canyon Rd., Green River, WY 82935

Please contact Earla or I here at the office if you have any questions.

Warm Regards,

**Justin Schilling**

Member Services Manager

Wyoming Association of Municipalities

315 West 27th Street

Cheyenne, WY 82001

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

[jschilling@wyomuni.org](mailto:jschilling@wyomuni.org)

[www.wyomuni.org](http://www.wyomuni.org)

**From:** Earla Checchi [mailto:checchi@wyomuni.org]  
**Sent:** Tuesday, August 13, 2019 11:47 AM  
**Subject:** WAM-WCCA Energy Lease Program Request for Proposal

Good Morning,

The Wyoming Association of Municipalities/Wyoming County Commission Association (WAM-WCCA) Energy Lease Program Joint Oversight Board is issuing a request for proposal for the 2019 Energy Lease Program Awards. Cities, towns, and counties are encouraged to apply for leases to increase energy efficiency. Zero interest leases between \$2,500 and \$100,000 will be awarded for projects that will increase the energy efficiency of public facilities, or other projects consistent with the State Energy Conservation Plan (contact WAM for a copy). Attached please find a Request for Proposal soliciting local government lease applications.

The WAM-WCCA Energy Lease Program is overseen by a Joint Oversight Board which consists of three county and three municipal officials appointed by the Presidents of WCCA and WAM. All leases will be for a period of two years, amortized over ten years, and each lease can be renewed up to four times. For example, a lease to replace an inefficient furnace, costing \$10,000, could be a two-year lease with \$1,000 annual payments and a balloon payment at the end of the term for \$8,000. The lease, however, could be renewed four times with a corresponding reduction in the balloon payment. Equal quarterly payments are required.

Applications must be received at the WAM Office no later than 5:00 p.m. on December 13, 2019. Lease applicants should use the attached WAM-WCCA Energy Lease Program application cover sheet. The Joint Oversight Board will review all applications for consistency with the State Energy Conservation Plan before consideration. Any application not consistent with the State Energy Conservation Plan will be returned to the applicant with an opportunity to revise the application. The Joint Oversight Board will meet in January 2020 to review applications. Awardees will have 90 days to accept the lease award. Funds will be available to the awardees on or after July 1, 2020 and must be requested by June 30, 2021.

Please let me know if you have any questions.

Regards,  
Earla

**Earla Checchi**

*Finance/HR Manager  
Wyoming Association of Municipalities  
315 W. 27 Street  
Cheyenne, WY 82001  
307.632.0398*

**SAVE THE DATES:**

**WAM Winter Conference – Feb 26-28, 2020 (Little America)**

**WAM Summer Convention – June 10-12, 2020 (Laramie High School)**



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## MEMORANDUM

**TO:** All Mayors, County Commission Chairpersons, Municipal Clerks,  
and County Clerks (All Municipal and County Clerks: Please distribute to  
Mayors and County Commission Chairpersons)

**FROM:** Dave Fraser, WAM Executive Director, and  
Jerimiah Rieman, WCCA Executive Director

**DATE:** July 2, 2019

**SUBJECT:** WAM-WCCA Energy Lease Program Request for Proposals

The Wyoming Association of Municipalities/Wyoming County Commission Association (WAM-WCCA) Energy Lease Program Joint Oversight Board is issuing a request for proposal for the 2019 Energy Lease Program Awards. Cities, towns, and counties are encouraged to apply for leases to increase energy efficiency. Zero interest leases between \$2,500 and \$100,000 will be awarded for projects that will increase the energy efficiency of public facilities, or other projects consistent with the State Energy Conservation Plan (contact WAM for a copy). Attached please find a Request for Proposal soliciting local government lease applications.

The WAM-WCCA Energy Lease Program is overseen by a Joint Oversight Board which consists of three county and three municipal officials appointed by the Presidents of WCCA and WAM. All leases will be for a period of two years, amortized over ten years, and each lease can be renewed up to four times. For example, a lease to replace an inefficient furnace, costing \$10,000, could be a two-year lease with \$1,000 annual payments and a balloon payment at the end of the term for \$8,000. The lease, however, could be renewed four times with a corresponding reduction in the balloon payment. Equal quarterly payments are required.

Applications must be received at the WAM Office no later than 5:00 p.m. on December 13, 2019. Lease applicants should use the attached WAM-WCCA Energy Lease Program application cover sheet. The Joint Oversight Board will review all applications for consistency with the State Energy Conservation Plan before consideration. Any application not consistent with the State Energy Conservation Plan will be returned to the applicant with an opportunity to revise the application. The Joint Oversight Board will meet in January 2020 to review applications. Awardees will have 90 days to accept the lease award. Funds will be available to the awardees on or after July 1, 2020 and must be requested by June 30, 2021.



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**Building Strong Communities**

The total amount of lease money available for award on July 1, 2020, is expected to be approximately \$450,000.

Potential lease applicants should carefully read the attached Request for Proposal. For further information, please contact Earla Checchi at the WAM Office, call 307-632-0398 or email [checchi@wyomuni.org](mailto:checchi@wyomuni.org).

**WAM-WCCA Joint Oversight Board:**

Commissioner, Jim Willox, Converse County  
Commissioner, Rob Hendry, Natrona County  
Commissioner, Troy Thompson, Laramie County  
Facility Maintenance Manager, Scott Stevensen, City of Laramie  
Council Member Hailey Morton-Levinson, Town of Jackson  
Clerk/Treasurer Lynette Strecker, City of Torrington







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*Building Strong Communities*

## **REQUEST FOR PROPOSALS (RFP)**

### **WAM-WCCA ENERGY LEASE PROGRAM**

The WAM-WCCA Energy Lease Program is soliciting Proposals (Lease Applications) for funding of zero interest (0%) leases for projects authorized under the State Energy Conservation Plan (SECP), including energy efficiency improvements to existing, or new public buildings. **The improvements must show a monetary savings, and, if possible, a BTU savings. The BTU savings should have documentation verifying this savings.**

Capitalization for the WAM-WCCA Energy Lease Program comes from a Petroleum Violation Escrow Account grant originally awarded to WAM and WCCA by former Governor Mike Sullivan on May 28, 1991.

Leases under the WAM-WCCA Energy Lease Program shall be in amounts of not less than \$2,500, not more than \$100,000. Leases will be amortized over no more than a ten (10) year period with four equal payments per year.

Lease Applications shall be no longer than three pages. Each lease application shall contain the following information, at a minimum: name of city, town, or county submitting the lease application; name, address, and phone number of the contact person; signature of the mayor or county commission chairman, as applicable; and a general description of the project.

A city, town, or county may submit applications for more than one project. However, each project should be submitted under a separate lease application. If a city, town, or county submits more than one application for this award period, the city, town, or county must **prioritize their project applications**. The total lease outstanding balance for any one city, town, or county shall not exceed \$150,000.

Lease applications will only be accepted from cities, towns, and counties. The city, town, and county submitting a lease application shall be held responsible for full re-payment of any lease award received.

Lease applications must be received at the office of the Wyoming Association of Municipalities (WAM) no later than 5:00 p.m. December 8, 2017. Lease applications can be mailed to the WAM Office at 315 W. 27<sup>th</sup> Street, Cheyenne, WY 82001, faxed to 307-632-1942, or emailed to [checchi@wyomuni.org](mailto:checchi@wyomuni.org).

Lease awards will be determined by the Joint Oversight Board of the WAM-WCCA Energy Lease Program at their meeting in January 2018. Award letters will be mailed out shortly thereafter. Grantees shall accept or deny lease awards in writing within 90 days of award notification, or they shall lose the lease award. Email notification is acceptable. Lease funds will be available on or after July 1, 2018. Awards must be requested by June 30, 2019.

Interested cities, towns, and counties may contact Earla Checchi (307) 632.0398 at the WAM office for more information.



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## LEASE APPLICATION COVER SHEET

### WAM-WCCA ENERGY LEASE PROGRAM

*NOTE: This cover sheet should be the first page of each application for a WAM-WCCA Energy Lease. A separate cover sheet and supporting documents showing the energy savings should be submitted for each project.*

**Please Print or Type**

Title of Project: \_\_\_\_\_

\_\_\_\_\_

Name of City/Town/County: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

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

Phone: (307) \_\_\_\_\_

Amount of Lease Requested: \$ \_\_\_\_\_

On behalf of the City/Town/County of \_\_\_\_\_, I hereby agree that all of the information submitted is correct to the best of my knowledge, and that this application is being submitted with the consent of the governing body.

\_\_\_\_\_  
Mayor/Chairman of Board of County Commissioners

\_\_\_\_\_  
Date

