# INFORMATION PACKET

## Table of Contents
## Friday, October 18, 2019

10/18/19

# The Grid

**A working draft of Council Meeting Agendas**

**October 22, 2019 Councilmembers Absent:**

| Work Session Meeting Agenda Items | Recommendation | Allotted Time | Begin Time |
|---|---|---|---|
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Council Meeting Follow-up | | 5 min | 4:30 |
| Wayfinding Sign Concept Presentation (Lobby) | Direction Requested | 30 min | 4:35 |
| Downtown Parking Study (Further Discussion) | Direction Requested | 40 min | 5:05 |
| Historic Preservation Strategic Plan - Final Presentation | Information Only | 15 min | 5:45 |
| Tree & Shrub Ordinance | Direction Requested | 30 min | 6:00 |
| Agenda Setting | | 20 min | 6:30 |
| Legislative Review | | 10 min | 6:50 |
| Council Around the Table | | 10 min | 7:00 |
| | | Approximate Ending Time: | 7:10 |

**October 29, 2019 Councilmembers Absent: (Cathey possibly)**

| Special Work Session Meeting Agenda Items | Recommendation | Allotted Time | Begin Time |
|---|---|---|---|
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Results of Police Station Assessment | Direction Requested | 45 min | 4:30 |
| Fire Admin/Headquarters Station #1 | Direction Requested | 45 min | 5:15 |
| *No Additional Agenda Items* | | | |
| | | Approximate Ending Time: | 6:00 |

**October 29, 2019 Councilmembers Absent:**

| Special Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|---|---|---|---|---|
| **C = Item is on Consent N = Item is not on Consent** | | | | | |
| Approving the Correction of Scrivener's Error for Ridleys Family Market. | | | | | C |
| Executive Session - Land | | | | | |

**November 5, 2019 Councilmembers Absent: Freel and Mayor Powell**

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|---|---|---|---|---|
| **C = Item is on Consent N = Item is not on Consent** | | | | | |
| Pre-Meeting: Johnson Group Bar and Grill Proposal | | | | | |
| Pre-Meeting: Golf Pro RFP Draft | | | | | |
| Pre-Meeting: Distribution of October 29 Executive Session Minutes | | | | | |
| Approval of Oct. 15 regular, Oct. 29 special, and Oct. 29 Executive session minutes | | | | | |
| Establish November 19, 2019, as the Public Hearing date and first Reading for an Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. | C | | | | |

| | | | | | |
|---|---|---|---|---|---|
| Public Hearing: Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). | | N | | | |
| Public Hearing: Appeal of the Planning and Zoning Commission's Decision to Deny a Zone Change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, Generally Located at the Corner of Events Drive and North Poplar Street, North of Wilkins Way, From PH (Park Historic) to C-4 (Highway Business). | | N | | | |
| Public Hearing: New Restaurant Liquor License No. 43 for Ludovico, Located at 3095 Talon Drive Suite 1. | | N | | | |
| Amending Chapter 10.72 - Article I - Parades of the Casper Municipal Code. - 3rd Reading | | | N | | |
| Amending Chapter 12.32 of the Casper Municipal Code Regarding Trees and Shrubs - 3rd Reading Ordinance (tabled at Oct. 15 meeting) | | | N | | |
| Zone Change of 1.65-acres, Generally Located at the Northwest Corner of SW Wyoming Blvd and South Coffman Avenue, Described as Tract A, Garden Creek Square Addition, From Planned Unit Development (PUD) to General Business (C-2). 2nd reading | | | N | | |
| Amending the Horizontal Datum References, by Ordinance. 2nd Reading | | | N | | |
| Authorizing the Acceptance of the Edward Byrne Memorial Bureau of Justice Assistance Grant Agreement for FY 2019. | | | | C | |
| Authorizing an Agreement with Gem City Roofing, Inc., in the Amount of $59,030, for the Casper Events Center Roof Snow Guards Project. | | | | C | |
| Authorizing an Agreement with Natare Corporation in the Amount of $157,520, for the Paradise Valley Pool and Marion Kreiner Pool Lining Project. | | | | C | |
| Authorizing a Right-of-Way Easement with Rocky Mountain Power as part of the Casper Ice Arena Ice Chiller System Replacement Project. | | | | C | |
| Authorizing an Agreement with HDR Engineering, Inc., for Water Rights/Water Supply Studies, Tasks, and Activities in the Amount not to exceed $75,000 | | | | C | |
| Authorizing an Agreement with Zonar Systems, Inc., in the Amount of $91,231.20, for the Solid Waste Division Equipment Preventative Maintenance Inspection Reporting and Automatic Vehicle Location System Loan. | | | | C | |
| Authorizing the Purchase of One (1) New 2020 Mack Transport Tractor Truck from CMI TECO, Casper, Wyoming, in the Total Amount of $108,181.07, to be Used in the Solid Waste Division of the Public Services Department. | | | | | C |
| Authorizing the Purchase of Two (2) New Mack Tandem Axle Plow Trucks with Salt Sand Spreaders, from CMI TECO, Casper, Wyoming, in the Total Amount of $423,828, to be Used in the Streets Division of the Public Services | | | | | C |
| Authorizing the Purchase of One (1) New Four Wheel Steering Street Sweeper, from Hardline Equipment Company, Commerce City, Colorado, in the Total Amount of $269,332, to be Used in the Solid Waste Division of the Public | | | | | C |

**November 12, 2019** **Councilmembers Absent:**

| **Work Session Meeting Agenda Items** | Recommendation | Allotted Time | Begin Time |
|---|---|---|---|
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Council Meeting Follow-up | | 5 min | 4:30 |
| Legislative Agenda | Move Forward for Approval | 30 min | 4:35 |
| Towing Resolutions | Direction Requested | 20 min | 5:05 |
| LAD Request for Jade & Arrowhead | Direction Requested | 20 min | 5:25 |
| Sign Code Revisions | Direction Requested | 60 min | 5:45 |

| | | | |
|---|---|---|---|
| Agenda Setting | | 20 min | 6:45 |
| Legislative Review | | 10 min | 7:05 |
| Council Around the Table | | 10 min | 7:15 |
| | | Approximate Ending Time: | 7:25 |

**November 19, 2019 Councilmembers Absent:**

| **Regular Council Meeting Agenda Items** | **Est. Public Hearing** | **Public Hearing** | **Ordinances** | **Resolutions** | **Minute Action** |
|---|---|---|---|---|---|
| **C = Item is on Consent N = Item is not on Consent** | | | | | |
| Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). 2nd reading | | N | | | |
| Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. 2nd reading | | | N | | |
| Zone Change of 1.65-acres, Generally Located at the Northwest Corner of SW Wyoming Blvd and South Coffman Avenue, Described as Tract A, Garden Creek Square Addition, From Planned Unit Development (PUD) to General Business (C-2). 3rd reading | | | N | | |
| Amending the Horizontal Datum References, by Ordinance. 3rd Reading | | | N | | |

**November 26, 2019 Councilmembers Absent:**

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

# ART 321 News

CASPER ARTISTS' GUILD

## October 2019 NEWSLETTER

**ART 321 Board Members:**

**Carol Chapman**—President

**Ken Carpenter**—Vice President

**Pat Fonnesbeck**—Treasurer

**Ellen Schreiner**—Secretary

**Carolyn Rodgers**—Newsletter Chair

**Dave Sneesby**—Workshops and Facilities Chair

**Vicki Primrose**—Public Relations and Events Chair

**Marisa Wesnitzer**—Exhibits Chair

**Debbie Jenkins**—Gift Shop Chair

**ART 321 Employees:**

**Susie Grant**—Executive Director

susie@art321.org

**Cathryn Becker**—Gallery Manager

cathy@art321.org

**Johanna Swisher**—Administrative Assistant

johanna@art321.org

**Contact Us:**
321 W. Midwest
Casper, Wyoming 82601

**Phone:** (307) 265-2655

**Hours:** Tue -Sat 10am to 4pm
Free Admission

**MISSION STATEMENT:**

*The Casper Artists' Guild nurtures & educates visual artists while making the arts welcoming & approachable*

## It's Never Too Late to Follow Your Dreams

From the time Karen Henneck can remember she loved to create. Unfortunately, art was not an option for Karen growing up. Karen said it wasn't even considered a hobby and was far too expensive to contemplate. Instead Karen exercised her creative abilities working as a floral designer for many years before she made the decision to resign.

"I knew I wanted to be an artist. It was calling me, but I just didn't know how to make it happen," Karen said. Although it was intimidating, Karen's strong feeling to keep moving towards her desire to become an artist was what she can only describe as a calling from God.

At age 46, Karen signed up to take formal art classes through Casper College and never looked back. During this time Karen continued to work at the floral shop on the weekends while working towards her degree. She fulfilled her dream and since then Karen has had a rewarding career as an artist and poet. Karen has published three childrens books and has been featured in numerous publications including the Casper Star-Tribune, Greeley Tribune, Eaton Harold and most recently landed a spot in the Southwest Art Magazine. Karen has shared her talents in several national art shows and has no plans of slowing down.

**(Continued on Pg. 3)**

## Halloween Appreciation Party!

Join ART 321 for our Member Appreciation Halloween Party on Saturday, October 26th from 7-9 pm!

Members and a guest are invited to come boogie with the ghosts and ghouls. Costuming up is highly encouraged, and prizes will be awarded for the scariest, best couple, and most unique attire.

Snacks and beverage will be provided. All are welcome to bring a dessert or hors d-oeuvre to share.

## Calendar of Events

| | | |
|---|---|---|
| **Groups:** | | |
| **Tuesday** | **10:00am - 12:00pm** | **Ceramics** |
| **Wednesday** | **10:00am - 1:00pm** | **Portrait Painting** |
| **Wednesday** | **10:00am-12:00pm** | **Weaving Group** |
| **Thursday** | **10:00am - 1:00pm** | **Pastel Painting Group** |
| **Third Thursday** | **1:00pm-3:00pm** | **Fiber Group** |
| **Saturday** | **10:00am - 12:00pm** | **Watercolor Class** |
| **Saturday** | **1:00pm-4:00pm** | **Oil & Acrylic Class/Lesson** |

**Shows:** **OCTOBER: Misty Plott**

**Fiber Arts—Open Call**

**Larry Simons**

**NOVEMBER: Ginny Butcher & Karen Henneck**

**Postcards & Pint-Sized Art**

**DUE DATE FOR POSTCARDS & PINT-SIZED ART OPEN CALL: Thurs. October 31st at 4pm**

**Workshops:** **Fri. NOV 1-Sat. NOV 2: Painting Landscapes and Cows in Oil 9am-3 pm**

**Sat. NOV 9: Pastel Landscape 9 am-4 pm**

**Board Meetings are on the 2nd Tuesday of each month at 3:00 pm.**


This two-day workshop by well-respected artist **Ginny Butcher** will cover composition, color and value with a specific focus on how to use color and value to make a landscape painting luminous. Day #1 will set the stage by completing a block in and some development. Day #2 will bring thoughtful adjustment to bring out some luminosity more fully. And there will be cows! Ginny will share some of her secrets for capturing individual bovine personality. The cost is $150 for members/ $175 for nonmembers and a short supply list is available.


Acclaimed pastels artist **Karen Henneck** is offering this one-day workshop for pastels artists at all levels of experience. She will provide a photograph and guide students through her techniques for rendering beautiful landscapes and bodies of water that look wet and natural. The cost of the class is $60 for members/$75 for nonmembers and a supply list is available.


SAVE THE DATE for ART 321's 2019 Postcards & Pint-Sized Art event on Saturday, November 9th from 6-9 p.m. Enjoy an evening of silent auctions, great food and cocktails. Beautiful small works of art donated by talented artisans for silent auction as well as live entertainment makes for a fun night out! Tickets are only $25 each or $40 per couple.

SUBMISSION DEADLINE: THURSDAY OCTOBER 31ST
ART 321 invites all artists to donate 1 or 2 small-format works of art that could be included in our upcoming silent auction this year! ART 321's signature Postcards & Pint-Sized Art event is fast approaching on Saturday, November 9th from 6-9 p.m. Because of your generous donations, the proceeds from the sale of this show will help provide ART 321's daily operations. To show our appreciation, all artists who donate artwork are invited as our guest at the Thursday opening reception and the event itself on November 9th. All works must be 5"x7" or smaller. For questions please call ART 321 at 307-265-2655.

ART 321's annual **Holiday Art Bazaar** will take place on Saturday, November 16 from 9-4. Please call or come by soon to sign up for booth space. The cost is $50 for ART 321 members; $60 for nonmembers. We invite all artisans and craftspeople to use this opportunity to sell their hand-made items to the public. More information can be obtained by calling 265-2655.

**(Continued from Pg. 1)** Not only is Karen a student of art, she also teaches. Her love for creating and love for her family is evident when she talks about her older sister who was diagnosed with Multiple Sclerosis in her early twenties. Karen's sister Judy always wanted to be an artist. When the disease caused Judy to be paralyzed from the neck down, Karen patiently worked with her to help her create beautiful pieces that Karen treasures to this day.

"I would help Judy paint. Judy would take the brush in her mouth with the color she wanted to use, we would use the canvas like a map of the United States and Judy would tell me what state to start in and what state to end," Karen said. "She was such a positive soul and never complained. She was such a sweet person."

Pastels is the medium of choice for Karen because of the beautiful colors she can create. They are spontaneous and good to use in plein air painting. She describes the way the sun hits the landscape and she can quickly grab the color she needs without having to stop and mix colors and potentially losing the moment and light. Karen is a member of the Pastel Society of America and the Pastel Society of Colorado, Pastel Society of New Mexico, American Impressionist Society and American Women Artists. She has numerous awards including winner of Wyoming Governor's Capitol Art Show and winner of the Governor's Choice Awards, Legislators' Choice Award, Top 200 Arts for the Parks National Competition, finalist, Pastel Journal Magazine National Competition, finalist, Petroleum Club Award, Winner and the WY Plein Air Event, first place winner.

Executive Director, Susie Grant said, "Karen loves being a part of ART 321-Casper Artists Guild and we love having her as a member. Karen is a very talented teacher and mentor to many artists. Karen will be teaching a workshop on November 9th from 9 a.m-4 p.m. We encourage people to reserve a spot today."

To find out more about Karen please visit her website at www.karenhenneck.com.

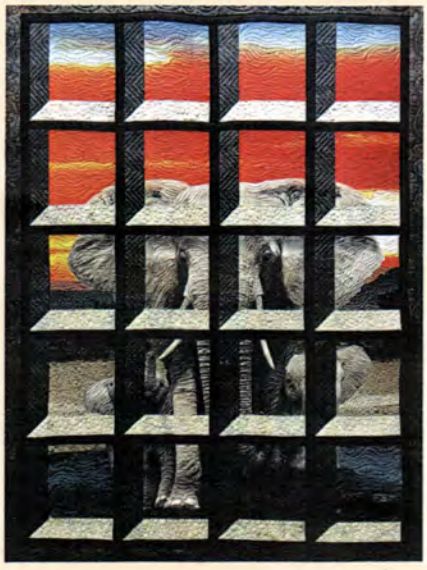
## Misty Plott

*Prismatic Porch* by Misty Plott

*Party Line* by Misty Plott

*Chromatic Spring* by Misty Plott

## Fiber Arts



*Momma with Twins* by Audrey Jarvis

*Butterfly/Papillon* by Tina McCarty

## Wood Carvings by Larry Simons

## ***ART 321 MEMBERS IN THE SPOTLIGHT ***

Please let Susie know about your arts-related awards or achievements so we can celebrate them in next month's newsletter.

## Thank You!

**Thank you to Brenda Short for donating the quilted balloon hanging for the October Artist's Reception Raffle!**

## SAVE THE PARKING!!

Become an informed and active citizen in a campaign for change! For more details, stop in at ART 321 today!

## Chapman Gift Gallery

September marked the change-over in the Chapman Gift Gallery. Stop in and check out our new inventory!

Volunteers Needed!

Please call Cathy if you are able to help at the front desk during the following times:

| | |
|---|---|
| Thursday, October 17 | 1- 4 p.m. |
| Tuesday, October 22 | 2:30 - 5 p.m. |
| Thursday, October 31 | 2 hour increments |
| Friday, November 1 | 2 hour increments |
| Saturday, November 2 | 2 hour increments |
| Tuesday, November 12 | 2:30 - 5 p.m. |
| Wednesday, November 27 | 2 hour increments |

Artist's Reception
Thursday, November 7, 5-7 p.m.

Post Cards & Pint Sized Art Event
Saturday, November 11, 6 p.m. - 9 p.m.

Holiday Art Bazaar
Saturday, November 16, 9 a.m. - 4 p.m.

Thank you to our September volunteers:
Audrey Jarvis, Dave Sneesby, Chuck Smith, Cathi Wilson, Ranae Mason, Diane Sanderson, Debbie Jenkins, Vicki Windle, Rachel Hawkinson, Ona Golter

## RUSTY'S RUMOR

Rusty sees that people are in the gallery much later than usual! One artist said, "I can come in until 6 on week nights?" Rusty wanted to reply with a firm, "yes!" but it came out as a small squeak instead.

Thank you to Carole Glenn for sponsoring the color printing for October's newsletter. If you would be willing to sponsor the color printing next month, please contact Susie. Color printing helps highlight member work and promote our activities!


Art 321
321 W. Midwest
Casper, Wy. 82601



Carter Napier
200 N. David Street
Casper, WY 82601


WYOMING COMMUNITY FOUNDATION

WYOMING CULTURAL TRUST FUND

WYOMING ARTS COUNCIL

CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

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

**THURSDAY, OCTOBER 17, 2019**
**ELKHORN ROOM**
**5:30 PM**

**I. AGENDA/MINUTES**

**a. Previous Meeting Minutes/Notes**

i. August Board Meeting Minutes *
ii. August Executive Session Meeting Minutes *
iii. September meeting cancelled

**II. BUDGET/FINANCIAL**

**a. Financials**

i. June 2019 Financials *
ii. July 2019 Financials *
iii. August 2019 Financials*
iv. September 2019 Financials*
v. Fiscal Year 19 Budget Revisions *
vi. Fiscal Year 20 Budget Revisions *

**III. BOARD**

**a. Next Meeting Date**

**i. Proposed Meeting Date for November 21st, 2019 ***

**IV. HEALTH OFFICER**

a. Health Officer Report

**V. DIVISION REPORTS**

**a. ADMINISTRATION**

**1. General Administration**

a. Ratify UW Fay Whitney School of Nursing Contract
b. Ratify Community Action Partnership Contract
c. Ratify additional car purchase

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

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

**b. COMMUNITY PREVENTION PROGRAM**

CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

c. **ENVIRONMENTAL HEALTH DIVISION**

d. **NURSING**

1. **DISEASE PREVENTION CLINIC**
2. **ADULT HEALTH PROGRAM**
3. **MATERNAL CHILD HEALTH PROGRAM**

**VI. CITY/COUNTY LIASION REPORTS**

**VII. BOARD MEMBER REPORTS**

**VIII. ADJOURN**

# FY 2020 Specific Entity and One Cent Quarterly Report

*Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding*.

Organization: City of Casper-Natrona County Health Department Program/ Event: General Funds for Department Operations (funds many programs within our health department, details provided below) and City 1% Funding

Contact Person: Anna Kinder, Executive Director
Phone Number: (307) 577-9722
Date: 10/14/19

Please Select One:

**1st Quarter** 2nd Quarter 3rd Quarter 4th Quarter

## 1. Mission

The City of Casper – Natrona County Health Department is committed to protecting and enhancing the public health and well-being of the Casper and Natrona County communities.

## 2. Financial Information

The City of Casper provides critical funding to CNCHD for basic operations. The City of Casper has committed to provide $540,000 to the CNCHD for Fiscal Year 2020 (July 1, 2019 through June 30, 2020). CNCHD Programs funded by City of Casper General Funds include: Administration ($219,281.89), Board of Health operations ($20,050.00), Maternal and Child Health Program ($59,172.77), Disease Prevention Program ($1,849.50), Environmental Health Program ($203,373.05), TANF (13,522.77) and Health Department Building/Housekeeping ($22,750.00). Most of the programs financially supported by the City of Casper are statutorily mandated programs that the health department must provide. CNCHD also receives funding for basic operations from a variety of other funding sources which include: County general funds/contracts, State contracts/grants, federal contracts/grants, and client fee-for-services
We provide a summary for each program supported by City of Casper general funds individually below.

## Administration/Board of Health/Building Operations

### Program Significance

- In FY20-Quarter One, the City of Casper provided $262.081.89 (54.9% of program's operating budget) to CNCHD's Administration (includes Board of Health expenses and building expenses).
- Administration at CNCHD provides administrative and fiscal oversight to the entire health department. CNCHD's 43 staff members and the entire County population are the beneficiaries of this part of the health department.
- Administration provides strategic vision to the health department, assuring that the department plans and mitigates future public health problems.
- Responsible for planning, implementation, and coordination of all department activities.
- Responsible for workforce development of employees, which is critical in healthcare organization.
- CNCHD's Administration team is made up of 3.5 FTEs; the Executive Director (1.0 FTE), Office Manager/Bookkeeper (1.0 FTE), Department Receptionist (1.0 FTE), and a part-time Certified Public Accountant (0.5 FTE). The new Executive Director has worked to ensure all other staff are tied to a funding stream.
- The Natrona County Board of Health is made up of 5 appointed Board members; two of which are appointed by City Council, two that are appointed by the County Commissioners, and one that is jointly appointed.
- The Administration team participates in: Casper Coalition, Mountain Plains Addictions Technology and Training Center, UW Geriatric Assessment Team, Leadership Casper- Class 2020, Chamber of Commerce.
- Other team members sit on the Natrona County Prevention Coalition, Community Prevention Strategies Group, Natrona County Suicide Prevention Task Force, Wyoming Prevention Action Alliance, Wyoming Suicide Prevention Alliance Committee, Day of Prevention Committee, Meth Committee, Legislative Committee, CBD Committee, Natrona County Restorative Justice, Alcohol Task Force/Safe Ride, Safe Ride Marketing and Branding Committee, Treatment Provider Troup, Community Prevention Specialist Group, Northeast CPS Group, Meth Conference Committee, Community Juvenile Services Board, Harm Reduction Committee,

### Results

- Working towards FY20 Budget revisions.
- Continued implementation of updated HIPAA policies throughout the department.
- Continued work on department-wide continuous quality improvement initiative, policy and promotion review committee, marketing, moral, annual reporting and continuing work on internal performance management system.
- Continued workforce development on Public Health Core Competencies for all staff.
- Continued work on Community Health Improvement Plan in partnership with Wyoming Medical Center
- Celebration of serving the community for 65 years- education on the vast array of services that are provided.
- Individual meetings held with each staff member to establish baseline and develop a plan to maximize the skills of all staff to work at the highest potential.
- Vaping is becoming a large area of concern and the health department is staying on top of issues that arise in our community.

### Outcomes and Impacts

- Quality department management
- Excellent fiduciary oversight
- Goal-oriented focus for department programs
- Efficient provision of essential public health services
- Health department that is adaptive and responsive to community needs
- Continuous quality improvement
- Movement towards national, voluntary public health accreditation

## Adult Health Program

**Program Significance**

- In FY20-Quarter One, the City of Casper provided $0 for the Adult Health Program. We have worked to make this program self-sufficient via fee-for-service.
- This department is supported by 1 Admin. Assistant, 1 Nurse/Manager, and 4 nurses.
- The Adult Health Program is devoted to assisting older adults and disabled adults in our community with maintaining their independence within their own home environment.
- A portion of this program is mandated by statute. Our Adult Health nurses conduct comprehensive functional assessments (LT101s) to determine medical necessity for services under any part of the Medicaid Waiver program. The assessment integrates physical, mental and functional needs of the client in order to determine if they are suitable for the services provided under the Medicaid Long Term Care, Assisted Living Facility, or Home and Community Based Waiver Services programs. Only public health nurses in Wyoming are qualified and trained to conduct LT101s. All local health departments are required to conduct LT101s.
- The Adult Health Program also provides medical case management for chronically-ill/disabled, older adults enrolled in the Medicaid Home and Community-Based Services Waiver program. While other for-profit, private agencies also provide these services in the Casper community, CNCHD is able to provide more sustainable and stable case management services compared to other entities. Medicaid Waiver reimburses CNCHD for the services.
- The average cost of nursing home care in Natrona County is approximately $6,000 per month and continues to rise. The provision of case management services for clients costs less than $1,000 per month, so we are able to substantiate a large cost savings to taxpayers and to the healthcare system by focusing on preventative care in the home.
- Our Adult Health Program nurses participate in Senior Network (at UW Family Practice), Casper Care Coalition, Wyoming Dementia Care Board, Adult Protection Team, Suicide Prevention Taskforce, Natrona County Case Manager Support Group, and the City's Senior Advocacy Committee.

**Results**

| Month | Case Management Visits Completed | Functional Assessments LT101s Completed |
|---|---|---|
| July 2019 | 124 | 88 |
| August 2019 | 117 | 125 |
| September 2019 | 120 | 149 |
| TOTAL | 361 | 362 |

***This is an increase from previous reporting period.**

**Outcomes and Impacts**

- The Adult Health Program, through the LT101 assessments and case management services, assures that community-dwelling older and/or disabled adults are able to stay in their home longer.
- Case management improves medication adherence and compliance.
- LT101s assure that only those Medicaid patients most needing admission into long term care or assisted living are admitted and others are not, saving taxpayers money.
- Case management reduces hospitalizations and hospital readmissions.
- Case management allows for client counseling and self-management education for chronic conditions such as diabetes, chronic obstructive pulmonary disease (COPD), and heart disease.
- Case managers work closely with a client's primary care providers and other members of the client's care team to assure services needed are provided and the client is connected with the most appropriate agencies and resources.

## Maternal and Child Health/TANF Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided $72,695.54 (15% of program's operating budget) to the Maternal and Child Health and TANF Program at CNCHD.
- This department is supported by 1 Admin. Assistant, 1 Social Worker/Manager, and 5 nurses.
- The Maternal and Child Health Program at CNCHD and the services it provides are mandated through state statute. The program provides nurse home visitation to pregnant women before birth of child and mom/baby/family units postpartum. The program uses an evidence-informed curriculum called "Partners with a Health Baby", which was developed by Florida State University.
- The program is legislatively mandated to reach 95% of Medicaid births in the County and 75% of all other births; however, the program is inadequately funded to have that reach.
- Home visitation programs through the Maternal and Child Health Program give pregnant women and families, particularly those considered at-risk, necessary resources and skills to raise children who are physically, socially, and emotionally healthy and ready to learn.
- Goals of the Maternal and Child Health Program include: improve maternal and child health, prevent child abuse and neglect, encourage positive parenting, and promote child development and school readiness.
- Critical activities provided by the public health nurse during home and/or office visits include: supporting preventive health and prenatal practices, assisting mothers on how best to breastfeed and care for their babies, helping parents understand child development milestones and behaviors, promoting parents' use of praise and other positive parenting techniques, and working with mothers to set goals for the future, continue their education, and find employment and child care solutions.
- The program also facilitates the Children with Special Health Care Needs program through the Wyoming Department of Health.
- Our Maternal and Child Health nurses participate on Child Protection Team, Drug Endangered Children Alliance, Adverse Childhood Experiences, Casper College Nursing Advisory Board, I-REACH Board of Directors, Health Services Advisory Committee, Interagency Collaboration Counsel, Natrona County Prevention Coalition's Family Parent/Family Coalition, and Parenting Subcommittee.

### Results

| MONTH | IN-PERSON VISITS WITH MOM/BABY/FAMILY |
|---|---|
| JULY 2019 | 173 |
| AUGUST 2019 | 231 |
| SEPTEMBER 2019 | 189 |
| **TOTAL** | **593** |

- We are fully staffed in MCH, however during this reporting period one nurse was out on maternity leave.
- We have experienced a significant gain in visits from last reporting period from 354 to 593.
- Maternal and Child Health program staff held one Planning for Parenthood Class.
- The program secured private funding from Healthy Births and Infant Brains Foundation, which is paying for 1.5FTE.

### Outcomes and Impacts

- Data recently received from Wyoming Department of Health showed that pregnant women and new moms in Natrona County had greater acuity and needs than state averages. Greater percentages of the women in Natrona County are homeless, jobless, had a partner that went to jail, had a sick family member, had someone close to them that used drugs, and other social stressors than women residing in other Wyoming Counties.

## Disease Prevention Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided $1,849.50 to the Disease Prevention "General Clinic" program (Less than 1% of the program's operating budget).
- This department is supported by 2.5 clerical/front desk positions, 1.5 Billers, 1 Nurse/Manager, and two nurses. We hope to hire two additional positions to assist with walk ins and education in the community.
- The Disease Prevention Program at CNCHD provides tuberculosis prevention and control, travelers' health services, immigration health services, and epidemiologic follow-up on reportable diseases and conditions.
- Tuberculosis prevention and control and epidemiologic activities are mandated by statute to the health department. Travelers' health services and immigration health services are not mandated programs, but are self-sufficient/fee-for-service based activities.
- Tuberculosis prevention and control activities include tuberculosis screening for high-risk individuals and for healthcare and daycare workers. Tuberculosis screening is conducted via Mantoux skin tests (PPD) and risk screening questionnaires. Persons testing positive for tuberculosis screening tests are assessed for active disease. If no active disease exists, patients are termed cases of latent tuberculosis infection (LTBI). LTBI cases must receive treatment for at least six months to clear the latent infection, if left untreated they have a 5-10% chance of their infection becoming active and contagious throughout their lifetime. This treatment is often completed via DOT (Directly Observed Therapy) over a period of several months and observed by our Disease Prevention Nurses. Our Disease Prevention clinic nurses provide medical case management and treatment follow-up to all cases of LTBI in Natrona County. Patients found with active tuberculosis infections are referred to Rocky Mountain Infectious Disease for treatment, as treatment can be complicated by patient's health history and/or drug-resistance. The Disease Prevention RNs conduct case management and follow-up for these active cases as well.
- The health department is responsible for investigating and controlling outbreaks of infectious disease. Often these investigations entail epidemiologic interviews of ill persons, tracking of laboratory results, coordination with healthcare providers/labs/state health department/school authorities/daycares, etc. Often, we are asked to investigate "suspected" cases of reportable illness to find that the ill person is not infected with the disease suspected. These activities can be incredibly time-consuming and resource intense.
- We meet monthly to discuss Mass Vaccination Clinics- always preparing in the event we need to mobilize and vaccinate all the citizens of Natrona County. We currently are preparing for Back to School and Flu clinics. We will host two specific Back to School clinics for required vaccinations for attendance at school. October 3rd will be exclusion day that if the child does not have required vaccines will need to be vaccinated before returning to school. We will host 11 Flu clinics throughout the community- one of them specifically geared towards all City employees.
- Through the end of September, 157 HPV vaccines have been provided.

### Results

- We currently have 2 new cases of LTBI in our LTBI case management program who are undergoing treatment for this infection. This number fluctuates as patients complete treatment and as newly identified LTBI cases are enrolled. One previous LTBI case management patients completed treatment in this quarter.
- During the quarter, we provided 91 tuberculosis screenings (PPDs placed- there is a national shortage of PPD, and we have had to adjust protocol to meet the needs of the community). We provided 13 traveler's health evaluations and 14 immigration physicals. Our county health officer has been out on medical leave since end of August which also impacts our immigration physicals as he is the only civil surgeon in the area.
- No new cases of active tuberculosis were detected in Natrona County this quarter.
- There were no outbreaks of infectious disease noted this quarter, though we were diligently observing for signs and reports of measles cases due to outbreak situations in surrounding states.

- Citizens of Natrona County who travel abroad were provided education, vaccines and medication to protect them while they traveled.
- Persons seeking immigration status change received thorough medical assessments, vaccinations, and screenings for communicable diseases.
- We are currently providing medical case management to 34 persons living with HIV through the state's Ryan White program.
- We implemented a new clinical protocol for HIV Pre-exposure prophylaxis and have clients enrolled in the program.
- We are tracking and implementing control measures to control the ongoing outbreak of Hepatitis A in the community.

**Program Results/Impacts**

- Healthcare workers, daycare workers, and other individuals who are at high-risk for tuberculosis infection were provided essential screening so that they could be employed.
- Citizens of Natrona County who travel abroad were provided education, vaccines, and medication to protect them while they traveled.
- No new cases of active tuberculosis were detected in Natrona County and individuals with latent tuberculosis infection were managed and treated so that their infection does not develop into active infection. These outbreaks occurred in schools, daycares, long term care facilities, and food establishments.
- Outbreaks and clusters of unusual illness were detected and mitigated through epidemiologic intervention.
- We continue to see an increase in STD's in the community- Chlamydia, Gonorrhea, and Syphilis. We have programs in place to get out into the community to provide education and testing to high risk populations.

## Environmental Health Program

### Program Significance

- In FY20-Quarter One, the City of Casper provided $203,373.05 (41.8% of operating budget) to the Environmental Health Program.
- This department consists of 1 Admin Assistant, 1 Inspector/Manager, and 3 inspectors. Currently there is one open position.
- This program is mandated for local health departments.
- The Environmental Health Program is responsible for inspection services and regulatory oversight of food service, pools/spas, campgrounds, commercial lodging, daycares, and tattoo/body art facilities.
- The food safety inspection program is mandated by Wyoming State Statute 35-7-110 *et seq*.
- CNCHD adopted the most recent version of the Wyoming Food Safety Rule in 2013. We work closely with the Wyoming Department of Agriculture Consumer Health Services Division to enforce food safety regulations.
- The swimming pool inspection program is mandated by Wyoming State Statute 35-28-101 *et seq*. CNCHD adopted state regulations for pools, spas, and aquatic facilities and we collaborate with the Wyoming Department of Agriculture on assuring the safety of recreational water facilities in Natrona County.
- For daycare inspections, our staff work cooperatively with the local fire department and Wyoming Department of Family Services to conduct health and safety inspections of all licensed daycare facilities in Natrona County. Our inspections include site reviews that ensure compliance with minimum health, safety, and sanitation requirements.
- We have county-level regulations for campgrounds, commercial lodging, and tattoo/body art facilities.
- Through a delegation agreement with Wyoming Department of Environmental Quality, CNCHD has authority to enforce wastewater regulations for Natrona County. These regulations aim at reducing opportunities for the transmission of waterborne illness through sewage and wastewater contamination into well systems or other sources. The department is responsible for reviewing and permitting new wastewater systems, overseeing repairs to existing systems, upgrades/expansions of existing systems. Our inspections examine sizing criteria, minimum setback requirements, approved appliances for systems with <2,000 gallons per day capacities.
- The Environmental Health program also conducts routine epidemiologic investigations of reportable foodborne or waterborne illnesses and assists with outbreak/cluster investigations when necessary.
- The Environmental Health Division collaborates with Metro Animal Control to follow up on animal bite cases and when necessary, coordinates deemed with victims to procure post exposure Rabies vaccine.
- We participate in Metropolitan Planning Organization, Wyoming Food Safety Coalition, and Governor's Food Safety Council.

### Results

- From July 1, 2019 through September 30, 2019, the Environmental Health Program conducted a total of 317 health inspection visits. These counts include repeat visits for follow-up on violations.
- During the quarter, we completed seven epidemiologic investigations on single cases of sporadic foodborne/waterborne diseases.
- All inspection reports conducted by CNCHD are now made available to the public via our website at www.casperpublichealth.org and clicking on Licensing and Inspection Services.

### Outcomes and Impacts

- Natrona County has one of the lowest rates of reportable foodborne illness in Wyoming due to its robust and locally-controlled inspection programs. The incidence of foodborne and waterborne disease outbreaks in Natrona County is lower than the state average.

INSPECTION TYPE

| | JULY | AUGUST | SEPTEMBER |
|---|---|---|---|
| TATTOO/BODY ART | 1 | 0 | 0 |
| CAMPS | 3 | 1 | 0 |
| CHILD CARE | 3 | 4 | 10 |
| CHILD CARE FOLLOWUP | 0 | 0 | 0 |
| FOOD | 66 | 44 | 47 |
| FOOD PLAN REVIEWS | 13 | 9 | 6 |
| LODGING | 0 | 2 | 3 |
| SWIMMING POOL/SPA | 15 | 2 | 10 |
| SWIMMING POOL FOLLOW UPS | 10 | 1 | 5 |
| NEW SEPTIC PERMITS | 2 | 5 | 4 |
| REPLACEMENT SEPTIC PERMITS | 4 | 2 | 0 |
| SEPTIC SITE VISITS | 18 | 7 | 14 |
| EPI FOLLOW UP | 1 | 3 | 2 |
| TOTAL INSPECTIONS | 136 | 80 | 101 |

## City 1% Funds

CNCHD requested City 1% Funds to be used to upgrade our conference rooms and waiting room in exchange for having meeting room space available to our community. We received $41,667.00 for this reporting period. We have received all chairs for North Platte Conference Room which can host 50 people, Elkhorn Conference Room which can host 27 people and new waiting room chairs that can be cleaned and santized. We have recently secured ordering new tables for the North Platte Conference Room that will maximize space and be easily portable for the various activities that take place in that room.

Exhibit "B"

# FY 2019 Community Promotions Final Report

*Please file this form within **30 days** of the conclusion of your event.* Submit this form along with any bills for reimbursement to the City Manager's Office, 200 N. David, Casper, WY 82601. ***Failure to complete and send in this form could result in a denial of payment for in-kind, facilities, AND cash funding, as well as a disqualification from any future funding grants.***

Organization: _Casper Soccer Club, Inc_____ Program/ Event: 22nd Annual Fall Classic__

Contact Person: _Wendy Brown_____ Phone Number: 307-473-2617_____ Date: _10/07/2019_____

Email Address: wendyb@caspersoccerclub.com_____

1. **Mission**
   Please state the agency's mission/vision:
2. **Written Account of your Event**
   Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your written account to one (1) page of written material.**
3. **Financial Information**
   Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**
4. **Program Significance**
   a. Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
   b. What impact did the program have on the specified target population and community?
   c. Have there been significant trends over the past months regarding your target population?
5. **Results**
   a. Please describe the outcomes/outputs
   b. Please describe the method of measurement
   c. Please describe the performance results
6. **Program Results/Impacts (use bullets)**
   a. Explain how much (quantity) service the program delivered
   b. How well (quality) the services were delivered. For example, describe how individuals were better because of the event
   c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
   d. How could the event have worked better?
   e. How will you address this?

## 7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people attended and/or participated in your event.

a. **Please fill out the information in one of the three boxes below.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.

b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

**Attendance and Participation**

Please fill out one of these three sections as instructed on the opposite side of this page.

| *I can **Accurately Count** the number of people who attended my event because:* | |
|---|---|
| ☐ We sold tickets<br>☐ We took a turnstile count or counted people as they came in<br>☐ We conducted an organized head count<br>☒ All participants were registered<br>☐ We used sign-in sheets<br>☐ *We used another method that was pre-approved by the City Manager's Office* | |
| Number who Actively Participated: | 1363 |
| Number who attended as Spectators: | |

| *I can only make a **Rough Estimate** of the number of people who attended my event.* | |
|---|---|
| Number who Actively Participated: | |
| Number who attended as Spectators: | 3000 estimated |

| *I can make an **Educated Guess** at the number of people who attended my event because:* | |
|---|---|
| ☐ We counted cars<br>☐ We filled a certain amount of space<br>*For example: "We filled fifteen rows of 20 seats each" or "We filled two 20 x30 foot rooms with people"*<br>☐ *We used another method that was pre-approved by the City Manager's Office* | |
| Number who Actively Participated: | |
| Number who attended as Spectators: | |

***What's the difference between a participant and a spectator?***

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

| **If your event was….** | **Then your count of <u>Participants</u> would include…** | **And your count of <u>Spectators</u> would include…** |
|---|---|---|
| *…. a Baseball Tournament* | *Players, coaches, volunteers, and other people who helped out with the tournament* | *The people who were sitting in the bleachers.* |
| *…. a Bake Sale fundraiser* | *People who cooked, set up tables, handed out flyers, etc.* | *The people who came to shop at the bake sale, even if they didn't buy anything* |
| *… a class for teens about alcohol abuse* | *The teachers, the people who organized and hosted the event* | *The students who attended the class.* |
| *…. a soup kitchen that gave food to the homeless* | *People who worked in the kitchen, advertised the program, etc.* | *The people who received the food.* |

**ADDITONAL NOTES (IF NEEDED):** _____

_____

_____

_____

_____

_____

_____

_____

_____

# 2019 Community Promotions Final Report

Casper Soccer Club – 22nd Fall Classic – Sept 7-8, 2019

1. Mission statement: The Casper Soccer Club is dedicated to the development of life skills and self-concepts through learning the basic principles of soccer, the fundamentals of teamwork and the responsibility of teamwork. Honor the Game with Pride – Passion, Respect, Integrity, Dedication and excellence.
2. The Casper Soccer Club was the host of the Casper Fall Classic on September 7-8, 2019. 123 teams converge at the North Casper Soccer Complex to compete in the 2-day, 224 game event. Teams from Jackson, Sheridan, Rock Springs Green River, Gillette, Buffalo, Lander, Riverton, Cody, Billings, Rapid City, Powell, Cheyenne, Douglas and Casper came together to compete. Age divisions included U8, U10, U12, U14, U16 an U19 teams. 1st and 2nd place awards were present in each of the listed age divisions. The Casper Fall Classic was a successful event. The games stayed on schedule through out the weekend. The games and competition portion of the event went great. We did run into a little bit of weather on Sunday, just as the last games of the day were starting. The last set of games had to be cancelled due to the thunderstorm and not having sufficient time to delay and play the games. 1,363 roster players participated in 224 games with only a few minor injures.
3. Financial See Attached
4. Program Significance – Focus – Impact - Trends
   - Soccer players ages 7 to 19 to compete in the game of soccer
   - Providing a quality event for youth soccer teams from around Wyoming & surrounding states
   - Provide a quality qualifying event for the WSA State Championships in May
   - 123 teams 1363 players attended the event
     - Approximately 3000 spectators also attended (parents, grandparents, etc.)
   - Consistent attendance over the last 2 years
     - The number of U8-U10 teams participating has increase slightly
5. **Results/Impact**

The 123 teams participated in a well-run soccer tournament. A sufficient number of referees were available to work the games. Teams were selected to attend the Far West Regional Soccer Tournament. 2 Referees were selected to represent Wyoming in the Western Regional tournament.

- 123 teams participate in a 3-day soccer tournament
- 3 game guarantee with playoffs & finals in the U10 to U19 bracket
- 85 Referees worked the event, and they were from around the state of Wyoming
- U8 teams played 4 games in 2 days
- Awards presented to the 1st & 2nd Place in 16 divisions from U9 to U19 teams
- Competition was well matched
- Large economic impact on community of Casper with a 1-2-night stay– Lodging and restaurants

6. **Impact**
   - Some changes will be made to the criteria to accept teams based on past behavior
     - Some guidelines about sportsmanship will be developed with consequences

# 22th Casper Fall Classic 2019 Budget

September 7-9, 2019

| | Projected | | ACTUAL | |
|---|---|---|---|---|
| **Income** | Income | Expenses | Income | Expenses |
| Entry Fees (90 teams) Average entry fee $440 | 39,600.00 | | $ 55,440.00 | |
| Concessions | 900.00 | | $ 932.50 | |
| Concession/Vender Fees | 350.00 | | $ 310.00 | |
| t-shirts | 800.00 | | $ 2,794.00 | |
| Sponsors/Grants/Advertising | 2,000.00 | | | |
| | | | $ 59,476.50 | |
| Total Income | **43,650.00** | | | |
| **Expenses** | | | | |
| Referee Expenses | | | | |
| Referee Assigning Fee 444 assigments x $3.25 (543 asignments) | | $1,462.50 | | $ 1,764.75 |
| Assistant Referee Assigning Fee | | $400.00 | | |
| Referee payments | | $13,652.50 | | $ 15,635.00 |
| Lodging (referee)/travel expenses | | $2,500.00 | | $ 1,196.36 |
| Meals & Snacks & Beverages | | $1,750.00 | | $ 1,193.30 |
| Referee Assessments (maintance assessments)only if cost effective | | $560.00 | | |
| Subtotal Referee Expenses | | *$20,325.00* | | |
| **WYS Sanction fees/Insurance -** $30 team/$20(U8) | | $2,700.00 | | $ 3,450.00 |
| **App to host fee** | | $350.00 | | $ 350.00 |
| **Credit card processing fees** | | $1,155.00 | | $ 2,050.47 |
| **Got Soccer Mngmnt Fee -** $15/team | | $1,350.00 | | $ 1,660.50 |
| **Field Prep-labor/paint/supplies** | | $2,345.00 | | $ 1,625.60 |
| Equipment-goal ties /Flags | | $350.00 | | $ 115.30 |
| **Awards-Medals/Trophies** | | | | |
| 15 divisions x 18 players x 2 (1st &2nd)x $4.25/award | | $2,295.00 | | $ 1,552.10 |
| Promo Item-Tournament pins - $1.10each | | $2,400.00 | | $ 1,486.91 |
| **Programs/ Poster Schedules/Misc-game cards/misc supplies** | | $750.00 | | $ 602.97 |
| **Rental Equipment** | | | | |
| Tent/Chairs/Table | | $1,100.00 | | $ 683.25 |
| PA rental | | $100.00 | Purchased | $ 120.00 |
| **City Lease $500/day x 2 days *** | | $1,000.00 | | $1,000.00 |
| **Sanitation** (R&R Services/adding services already contracted w/city ) | | $975.00 | | $ 1,487.50 |
| **Trash** | | $300.00 | | $ 235.00 |
| **Utility/Building/Office Cost for Event**($250 rent + month utilities) | | $250.00 | | $ 603.92 |
| **Concession labor** | | $600.00 | | $ 888.30 |
| **Medical Services - estimated $35/hr x24 hrs x 3** | | $2,450.00 | | $ 1,645.00 |
| **Tournament Director/staff Cost** | | $2,490.00 | | $ 2,000.00 |
| Subtotal Other Expenses | | $22,960.00 | | |
| Total Income | 43,950.00 | | | $ 41,346.23 |
| Total Expenses | | **$43,285.00** | | |
| **NET INCOME /LOSS** | | | | $ 18,130.27 |

**CITY OF CASPER**
**LICENSING AND APPEALS BOARD**
**CITY HALL, DOWNSTAIRS MEETING ROOM**
**OCTOBER 17, 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 SEPTEMBER 19, 2019**

**III. MONTHLY REPORT**

**IV. NEW BUSINESS**

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

**GENERAL CONTRACTORS**

**TIM HOWARD, HOWARD CONSTRUCTION** – Applying for a Class I General Contractor's License.

**BRANDON SHOUP, GLR, INC.** – Applying for a Class I General Contractor's License.

**LYNDON LACH, REBUILD WYOMING LLC** – *Resubmittal* - Applying for a Class II General Contractor's License.

**MICHAEL WISE, WISE PROPERTIES, LLC** – Applying for a Class II General Contractor's License.

**JACOB BARTZ, GARDEN CREEK BUILDERS** – Applying for a Class II General Contractor's License.

**ROY FOSTER, TRANSFORM SR HOME IMPROVEMENT PRODUCTS LLC** – Applying for a Class III General Contractor's License.

**DAVID RACE, DEFENDER CONSTRUCTION LLC** – Applying for a Class III General Contractor's License.

**PLUMBING CONTRACTOR**

**JUSTIN DANIELS** – Applying for a Master Plumbing License.

**VI. COMPLAINT**

**VII. COMMUNICATIONS FROM PERSONS PRESENT**

**VIII. ADJOURNMENT**

**CITY OF CASPER**
**CONTRACTORS' LICENSING AND APPEALS BOARD**
**SEPTEMBER 19, 2019**

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | **JASON HUBER** | **STEVE BOYLE** |
| | **ZAC HORNER** | |
| **COUNCIL LIAISON:** | **KHRYSTYN LUTZ** | |
| **CITY STAFF:** | **DAN ELSTON** | **KELLY SHANLEY** |

**CALL MEETING TO ORDER** – Chairperson Zac Horner called the regular meeting to order at 4:02 p.m.

**MINUTES FROM AUGUST 15, 2019 –** Steve Boyle moved to approve the meeting minutes of August 15, 2019. Jason Huber seconded the motion. Motion approved.

**MONTHLY REPORT UPDATE -** Dan Elston reported for the month of August, three building permits were issued for construction of single family homes. The Building Division issued 130 building, 103 electrical, 76 mechanical, and 85 plumbing permits during August with fees collected of $65,688. Overall, the Building Division's value of construction for August was $2,360,633.06 which brings the year to date valuation to $30,426,501.41. This is approximately $17.5 million below this time last year. However, when the building permit for the new State Building is issued, this will put us up over last year's valuations. The inspectors completed 685 inspections in August, which includes consults and plan reviews.

Below is a breakdown of 10 commercial projects that are in progress:

- Boyd Avenue Church Gym
- U-Haul - Old Cretex Building – The RV storage on north half of the project is complete; work is progressing on the south side.
- Senior Living Homes
- Wyoming Medical Center - Hybrid OR
- Greiner Ford Remodel
- Wash 'n Glow Car Wash – The exterior sheathing is in process.
- Rodolph Brothers Remodel/Rebuild – Interior steel and exterior windows in progress.
- Taco Bell – East Side
- Target Store – This is an extensive remodel. They have removed the snack shop and put in a Starbucks, which is open. They are in the process of putting in a CVS Pharmacy, as well.
- McDonalds – East Side Remodel

Completed Projects:

- City of Casper Balefill Building – A Temporary Certificate of Occupancy (TCO) was issued.
- Jersey Mike's Sub Shop
- Realty Management Group

Plans Submitted for Approval:

- Blackmore Marketplace Strip Mall
- Smile Doctors – This is going into Platte Valley Bank on East 2nd Street

- State Office Building – We have received the plans. The project went out for bid, and FCI Constructors was awarded the contract. FCI is out of Cheyenne.
- U-Haul Storage Units – old K-Mart building – Outside and Inside Storage Units

**LICENSE APPLICATIONS –**

**CORY WEST, WEST CONSTRUCTION, LLC –** Applying for a Class I General Contractor's License. After discussion and review of the application and affidavit, Jason Huber moved to approve Cory West to license as a Class I General Contractor. Steve Boyle seconded the motion. Motion approved.

**DOUG HANNEMAN, RIDDLE'S GROUP-** Applying for a Class II General Contractor's License. After discussion and review of the application and affidavits, Steve Boyle moved to approve Doug Hanneman to test for a Class II General Contractor's License. Jason Huber seconded the motion. Motion approved.

**LYNDON LACH, REBUILD WYOMING LLC** – Applying for a Class II General Contractor's License. After discussion and review of the application and affidavit, Steve Boyle moved to table Lyndon Lach's application pending additional documentation. Jason Huber seconded the motion. Motion approved.

**ANTONIO JURADO JR., JURADO CONSTRUCTION –** Applying for a Class III General Contractor's License. After discussion and review of the application and affidavits, Jason Huber moved to approve Antonio Jurado Jr. to test for a Class III General Contractor's License. Steve Boyle seconded the motion. Motion approved.

**DALE DUTRA –** Applying for a Master HVAC License. After discussion and review of the application and affidavits, Jason Huber moved to approve Dale Dutra to test for a Master HVAC License. Steve Boyle seconded the motion. Motion approved.

**NOTE:** John Haid joined the meeting late. With John's attendance, we were able to obtain a quorum. John was in favor of all motions that were approved by the Board.

**ADJOURN –** The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Dan Elston, Secretary

State of Wyoming

# City of Casper

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

## Building Department

September 2019 Report

| Type of Permit | Number of Permits | Fees | Valuations |
|---|---|---|---|
| New-Sign | 1 | $104.00 | $3,000.00 |
| Rem-Commercial | 11 | $7,899.61 | $754,345.00 |
| Rep-Re-Roof | 49 | $7,070.00 | $292,640.33 |
| Add-Other | 5 | $4,548.87 | $332,586.00 |
| Rem-Residential | 3 | $612.00 | $34,033.00 |
| Rem- Basement | 5 | $1,609.00 | $120,750.00 |
| Rem-Bathroom | 2 | $426.00 | $24,577.00 |
| Add-Deck | 4 | $1,008.00 | $66,400.00 |
| Rep-Res Misc | 9 | $1,254.00 | $54,694.88 |
| New-Residential | 13 | $30,958.60 | $4,223,850.00 |
| New-Multi-Family | 2 | $3,098.80 | $351,560.00 |
| Rem-Kitchen | 1 | $274.00 | $18,000.00 |
| Add-Garage | 2 | $584.00 | $44,000.00 |
| New-Fence | 1 | $70.00 | $750.00 |
| Rep-Deck | 3 | $442.00 | $19,650.00 |
| New-Twin Home | 2 | $3,171.60 | $364,350.00 |
| New-Storage Bldg | 1 | $184.00 | $10,000.00 |
| Add-Commercial | 1 | $1,159.95 | $75,000.00 |
| | 115 | $64,474.43 | $6,790,186.21 |

| Electrical Permits Issued | Fees Invoiced |
|---|---|
| 84 | $11,936.80 |

| Mechanical Permits Issued | Fees Invoiced |
|---|---|
| 59 | $10,033.00 |

| Plumbing Permits Issued | Fees Invoiced |
|---|---|
| 101 | $9,181.00 |

| Single Family Houses YTD | | | September Single Family Houses | | |
|---|---|---|---|---|---|
| 2018 | | 46 | | 2018 | 1 |
| 2019 | | 46 | | 2019 | 13 |

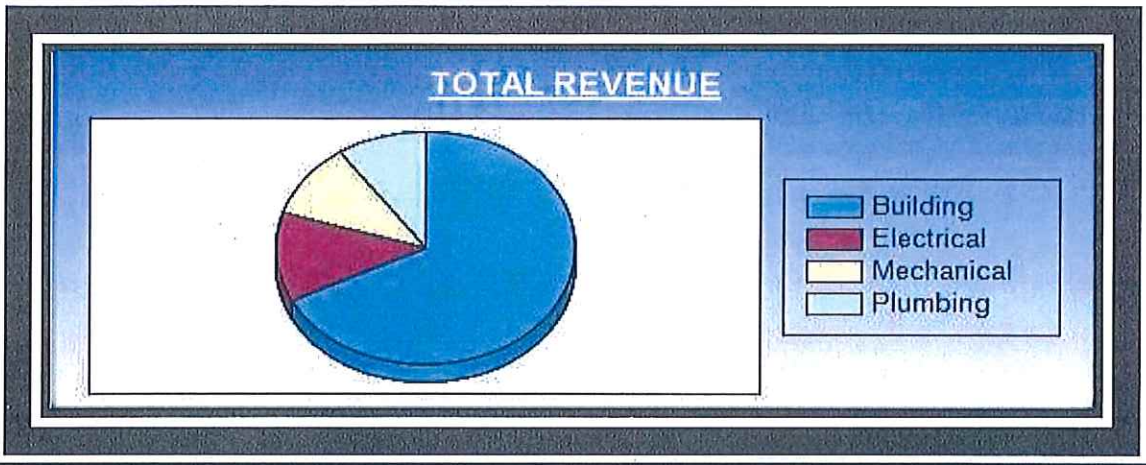
**State of Wyoming**

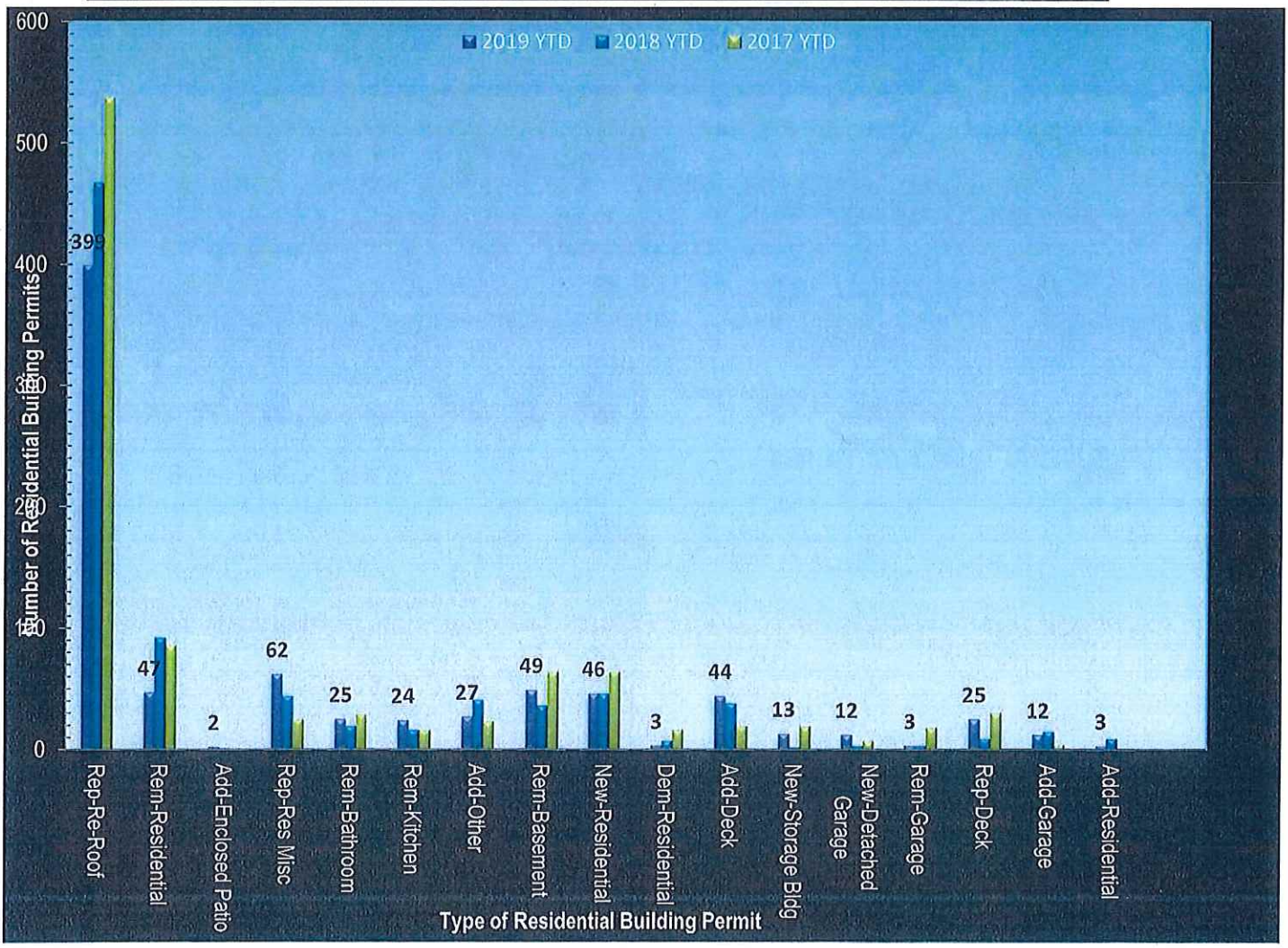
# City of Casper

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

## Building Department

September 2019 Report



State of Wyoming

# City of Casper

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

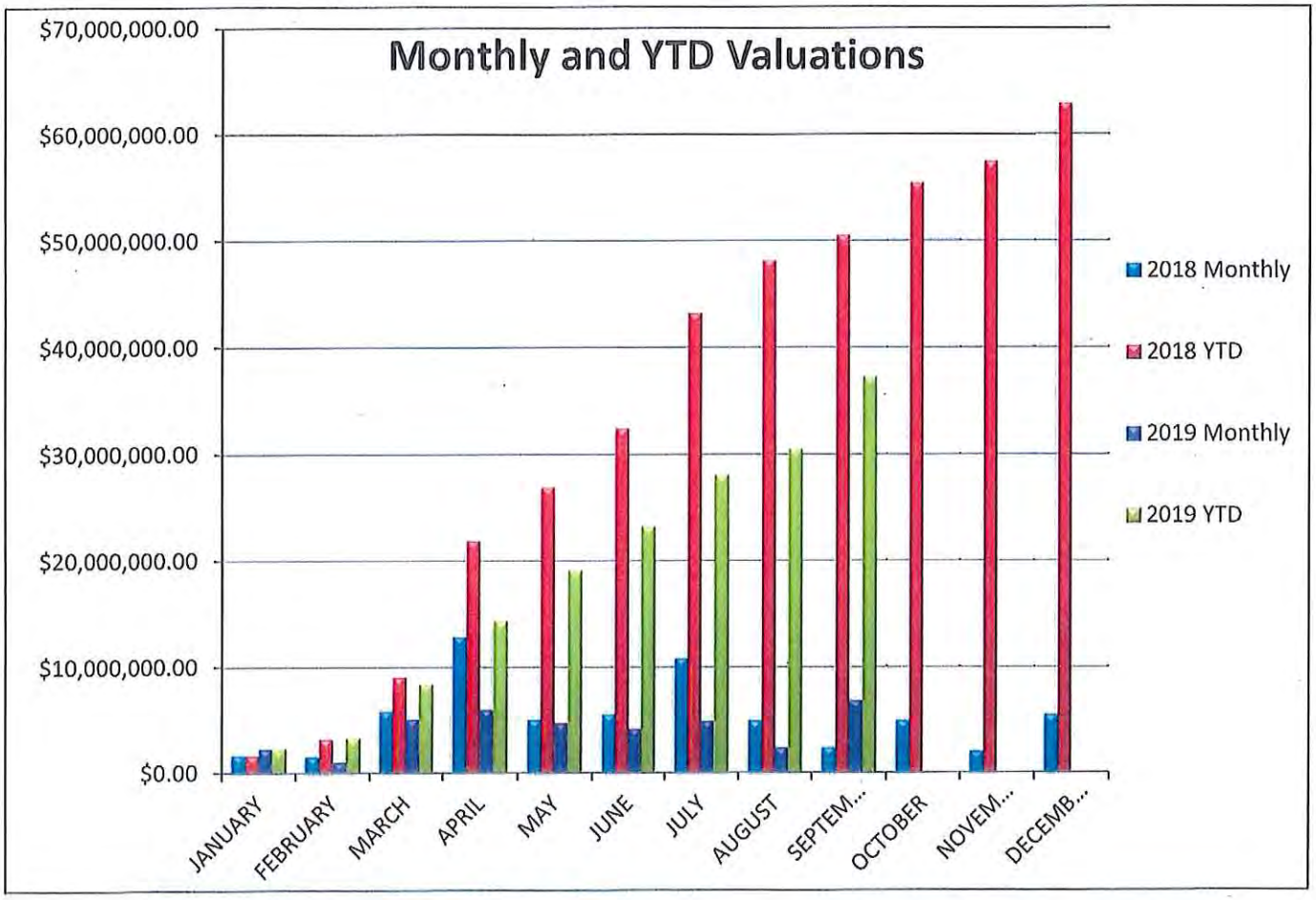
## Building Department

September 2019 Report

| 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 | $2,360,633.06 | $30,426,501.41 |
| SEPTEMBER | $2,389,571.30 | $50,516,071.89 | $6,790,186.21 | $37,216,687.62 |
| 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 |
| | $62,870,320.44 | $62,870,320.44 | $37,216,687.62 | $37,216,687.62 |

**LARGE VALUATIONS:**

September 2019 - No new projects over $1,000,000



State of Wyoming

# City of Casper

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

**Building Department**

**Fees Collected**

**September 2019 Report**

| | | |
|---|---|---|
| BUILDING PERMITS (INCLUDES DEMO PERMITS) | $ | 49,045.00 |
| ELECTRICAL PERMITS | $ | 13,205.80 |
| MECHANICAL PERMITS | $ | 10,592.00 |
| PLUMBING PERMITS | $ | 9,991.00 |
| ELECTRICAL LICENSES | $ | 640.00 |
| PLUMBING LICENSES | $ | - |
| MOBILE HOME LICENSES | $ | 175.00 |
| MECHANICAL LICENSES | $ | 53.00 |
| UTILITY LICENSES | $ | - |
| GENERAL CONTRACTORS LICENSES | $ | 600.00 |
| SIGN PERMITS | $ | 449.50 |
| C-CAN PERMITS | $ | 50.00 |
| EROSION CONTROL PERMITS | $ | - |
| MOBILE HOME PERMITS | $ | - |
| PLAN CHECK FEES | $ | 5,842.67 |
| PLANNING FEES | $ | 1,400.00 |
| **Totals:** | **$** | **92,043.97** |

**MONTHLY INSPECTIONS:**

| BUILDING | ELECTRIC | PLUMBING | MECHANICAL |
|---|---|---|---|
| 165 | 179 | 131 | 47 |

| CONSULTS | PLAN REVIEW | FIRE |
|---|---|---|
| 25 | 37 | 0 |

**YTD INSPECTIONS:**

| BUILDING | ELECTRIC | PLUMBING | MECHANICAL |
|---|---|---|---|
| 1467 | 1453 | 1144 | 458 |

| CONSULTS | PLAN REVIEW | FIRE |
|---|---|---|
| 153 | 288 | 0 |

2019 Monthly Inspections
September 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 | 2 | 0 | 103 | 32 | 0 | 0 | 0 | | 137 | |
| Justin Scott | 102 | 0 | 0 | 0 | 24 | 0 | 0 | | 126 | |
| Shawn Barrett | 2 | 89 | 0 | 0 | 3 | 0 | 14 | | 108 | |
| Dan Elston | 59 | 0 | 28 | 14 | 10 | 0 | 11 | | 122 | |
| Russ Lutz | 0 | 90 | 0 | 1 | 0 | 0 | 0 | | 91 | |
| | | | | | | | | | 0 | |
| | | | | | | | | | | |
| Monthly Total | 165 | 179 | 131 | 47 | 37 | 0 | 25 | | 584 | |
| YTD Totals | 1467 | 1453 | 1144 | 458 | 288 | 0 | 153 | | 4963 | 4963 |

State of Wyoming

# City of Casper

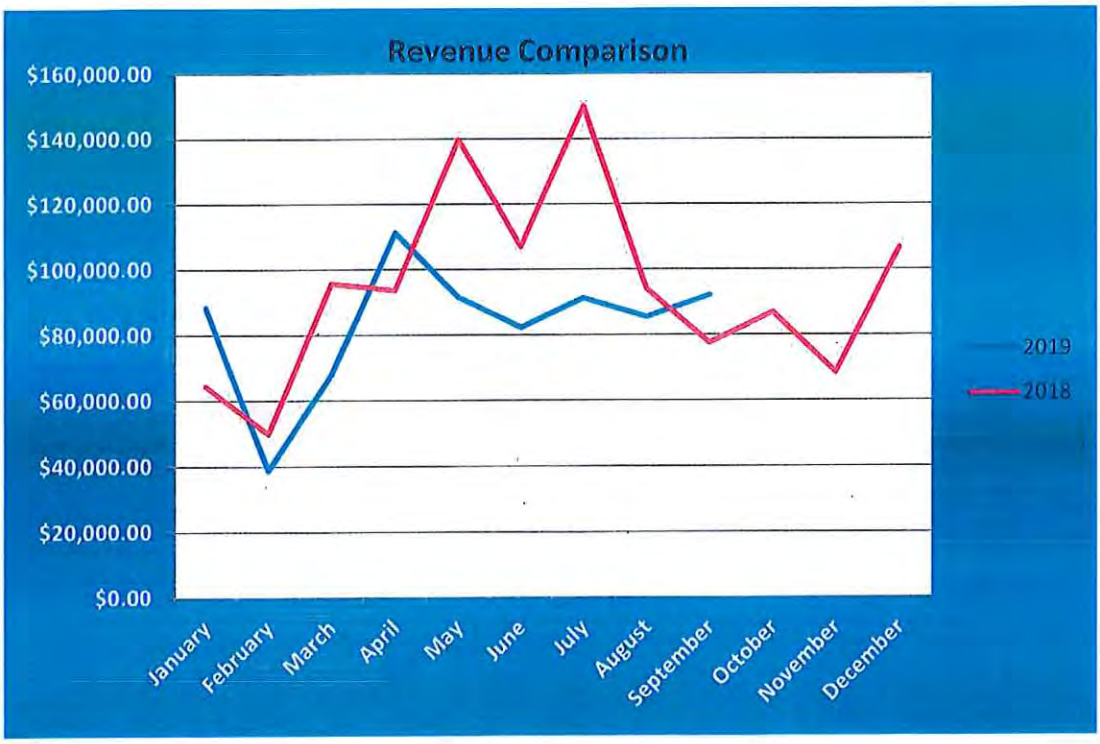
200 N David St Phone: (307) 235-8264

**Building Department**

**Revenue Collected**

**September 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 | $85,385.10 |
| September | $77,512.91 | $92,043.97 |
| October | $86,919.71 | |
| November | $68,523.56 | |
| December | $106,530.13 | |
| | $1,133,489.95 | $747,956.88 |




Dan Elston: Building Official

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

Date 9/25 2019

Name of Company (if applicable) HOWARD CONSTRUCTION CO. INC.

Name of Qualifying Person or Person(s) TIM HOWARD

Current Address 8704 FESCUE CT City MISSOULA State MT Zip 59808

Telephone Number 406-721-8365 Cell Number 406-360-4957

Email tjh@hccgroupinc.com

Employer HOWARD CONSTRUCTION CO INC

Employer's Address 32 OFFICERS ROW City MISSOULA State MT Zip 59804

Position MANAGER Years at present employer 12 Comments

What is the purpose of applying for a City of Casper license? HOWARD CONSTRUCTION WILL BE THE GC FOR MEADOWLARK VISTA APARTMENTS

Is there a specific project you will be doing? MEADOWLARK VISTA APARTMENTS

If, yes, provide project name MEADOWLARK VISTA APARTMENTS

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence 32 FORT MISSOULA RD., MISSOULA MT

Class of License you are applying for? Class I X 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 |
|---|---|---|
| Gillette, WY | 2011 | Class A #11-446 (EXPIRED) |
| Sheridan, WY | 2009 | General Contractor #20081301 (EXPIRED |
| State of Montana | 2019 | General Contractor |
| Evanston, WY | 2018 | Contractor City Business License License No. 9213 |

Eastern Regional Office
Assessment Center
900 Montclair Road
Birmingham, Alabama 35213
Tel: 888-icc-safe [422-7233]
Fax: 205-599-9897
www.iccsafe.org

INTERNATIONAL CODE COUNCIL

**To:** Tim Howard
8704 Fescue Ct.
Missoula, MT 59808

**From:** Assessment Center

**Date:** August 20, 2019

**Candidate ID:** 8643732

**Subject:** June 25, 2007 Administration

**Examination:** 2003 Standard General Building Contractor (A)

Congratulations! You have achieved a passing score on this examination administration. Your passing status has been added to the Official Pass List on the ICC website at www.iccsafe.org. **Please contact the participating jurisdictions if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensing 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.

**HOUSING**
**SOLUTIONS, LLC**

*"Unless the Lord builds the house, its builders labor in vain"*

September 23, 2019

To Whom It May Concern:

I, Alex Burkhalter, Vice President of Housing Solutions, LLC have personally worked with Tim J. Howard on the following projects:

| Project Name and Location | Year Built | GC |
|---|---|---|
| Hayden Commons Apartments, Evanston, WY | 2018 | Howard Construction |
| Polson Landing Apartments, Polson, MT | 2017 | Howard Construction |
| Northern Place Apartments, Dickinson, ND | 2016 | Howard Construction |
| Yellowstone Commons Apartments, Glendive, MT | 2015 | Howard Construction |
| Aspen Place Apartments, Missoula, MT | 2014 | Howard Construction |
| Depot Place Apartments, Kalispell, MT | 2013 | Howard Construction |
| Superior Commons Apartments, Superior, MT | 2011 | Howard Construction |
| Spring Creek Apartments, Kalispell, MT | 2010 | Howard Construction |

On the listed projects Tim J. Howard acted as the principal construction manager for Howard Construction Co. Inc. For specific details on each job please visit housing-solutions.org.

Sincerely,

Alex Burkhalter
Vice President, Housing Solutions, LLC

State of Montana
County of Missoula

TYLER CURRENCE
NOTARY PUBLIC for the
STATE OF MONTANA
Residing in Missoula, Montana
My Commission Expires
September 20, 2021

TYLER CURRENCE NOTARIAL SEAL STATE OF MONTANA

This instrument was signed before me on September 23, 2019 by Alex Burkhalter.

(Notary Signature)
[Affix seal/stamp to the left or below]

PO Box 2099, Missoula, MT 59806
**P.** 406.203.1558 **F.** 406.203.1559

**HOUSING-SOLUTIONS.ORG**

# Montana State University

Bozeman Montana

The Board of Regents of Higher Education by virtue of the authority vested in them
and on the recommendation of the Faculty
Hereby confer upon

## Timothy James Howard

The Degree of

## Bachelor of Science in Construction Engineering Technology

With all the rights, privileges and honors as well as the obligations and responsibilities appertaining

May 7, 2010

President of Montana State University

Chairperson of the Board of Regents

Secretary of the Faculty and Registrar

Commissioner of Higher Education

# BUSINESS LICENSE

CITY OF MISSOULA - Missoula Montana

Please post in public view

**HOWARD CONSTRUCTION CO INC**

32 FORT MISSOULA ROAD
MISSOULA, MT 59804

BUSINESS LICENSE NUMBER: **BL01-81138**

TO CONDUCT THE BUSINESS OF: **NEW RESIDENTIAL CONSTRUCTION**

FROM: **619 SW HIGGINS AVE STE L MSLA MT 59803**

ISSUE DATE: **01/24/2019**

ISSUED IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF MISSOULA MUNICIPAL CODE, AS AMENDED. LICENSE IS HEREBY GRANTED TO OPERATE THE BUSINESS REFERENCE ABOVE

**EXPIRATION DATE: 2/28/2020**

Development Services Department

NOTICE:

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE.

City of EVANSTON Wyoming

1200 MAIN STREET
EVANSTON, WY 82930
307-783-6300

License No. 9213

DATE ISSUED: 2/26/2019 12:00

# BUSINESS LICENSE

The below named person or firm is hereby granted a license to do business as stated below in the City of Evanston, Wyoming, subject to provisions of the Business License Code of the City of Evanston and subsequent amendments relating to business license for the period indicated:

EXPIRATION DATE: **2/29/2020**

BUSINESS NATURE: General Contractor Hayden Commons Ap

EVANSTON BUSINESS LOCATION: E Hayden AVE

PAID FEE: 50.00

TO:

**Howard Construction Co, Inc.**
**32 Fort Missoula RD**
**Missoula MT 59804**

Nancy Stevenson
CITY CLERK

THIS LICENSE IS NOT TRANSFERABLE

CITY OF GILLETTE, WYOMING
DEPARTMENT OF COMMUNITY DEVELOPMENT
**BUILDING INSPECTION DIVISION**

# CONTRACTOR LICENSE

Issued to: HOWARD CONSTRUCTION CO. INC

License: Class A-General Contractor, #11-446

This license duly recognizes the above named as meeting the Gillette Municipal Code, Chapter 5 requirements for registration/license as a contractor in the City of Gillette for the term set forth below. This license may be revoked, suspended, or denied for cause in accordance with Chapter 5.

BOARD OF EXAMINERS

Effective: 07-12-2011
Expires: 07-12-2012

By: Loren Tucker
Loren Tucker, Chairman

# STATE OF ARIZONA

## Office of the

License No. ROC240458

# Registrar of Contractors

*This is to Certify That*

HOWARD CONSTRUCTION CO INC DBA
H C C GROUP (CORP.)

*en shown to possess all the necessary qualifications, and having complied with all the requirements of the law,*

*'er of the Registrar of Contractors duly licensed and admitted to engage in and pursue the business of*

B-01
GENERAL COMMERCIAL CONTRACTOR

*Contractor in the State of Arizona. Given under my hand and the seal of the Registrar of Contractors*

*in my office. City of Phoenix, this* 23RD *day of* DECEMBER . 2007.

# State of North Dakota

## SECRETARY OF STATE

### CONTRACTORS LICENSE RENEWAL

NO: **32580** CLASS **A**

I, Alvin A. Jaeger, Secretary of State of the State of North Dakota, and as Registrar of Contractors, certify that **HOWARD CONSTRUCTION CO., INC.** whose address is Missoula, MT has filed in this office proper application for Renewal of Class A Contractor's License valid to March 1, 2010, and has paid the required fee, and has complied with all requirements of Chapter 43-07, North Dakota Century Code.

**HOWARD CONSTRUCTION CO., INC.** therefore, is entitled to bid on and accept contracts as authorized by law, under this license, without limit as to value of any single contract.

Dated February 13, 2009.

Alvin A. Jaeger
Secretary of State

✓ BL.

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

Date September 23 2019

Name of Company (if applicable) GLR, Inc.

Name of Qualifying Person or Person(s) Brandon Shoup

Current Address 1645 Owens Rd. City Pleasant Hill State OH Zip 45359

Telephone Number 937-890-0510 Cell Number 937-902-9683

Email brandon@glrinc.net

Employer GLR, Inc.

Employer's Address 3795 Wyse Rd. City Dayton State OH Zip 45414

Position President Years at present employer 16 Comments

What is the purpose of applying for a City of Casper license? We have been awarded a commercial remodel job in Casper

Is there a specific project you will be doing? yes, a CVS Pharmacy Remodel

If, yes, provide project name CVS # 48544

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence Ohio

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 |
|---|---|---|
| State of California | 2011 | State license: class B |
| State of Iowa | 2012 | State license: general contractor |
| Supise Arizona | 2018 | contractor- general |
| State of Washington | 2017 | Construction Contractor- CC01-General |

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Brandon Shoup
(Print)

Name and address of employer or person verifying time and position of Applicant
(Name) GLR, Inc.
(Address) 3795 Wyse Rd.
(City) Dayton (State) Ohio
(Zip) 45414 (Phone No.) 937-890-0510

Date of Employment: From 2003 through current
From _____ through _____
From _____ through _____
Add additional dates (as necessary)

Job Title of Applicant owner/President
Job Description of Applicant oversees all business activities in the field and in the office.

**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 3795 Wyse Rd. City Dayton State OH Zip 45414
Day Phone No. 937-890-0510 Cell Phone No. N/A
Email Address janel@glrinc.net

DATED this 23rd day of September, 2019

Janel Byrum
Signature

Janel Byrum
Printed Name of Signature

Subscribed and sworn to before me this 23rd day of September, 2019

Olivia Wyatt
Notary Public

My Commission Expires: 9/3/20

OLIVIA WYATT-LONG - NOTARY PUBLIC
STATE OF OHIO - EXPIRES 09-03-2020

INTERNATIONAL CODE COUNCIL

# OFFICIAL RESULTS REPORT

National Standard General Building Contractor (A)

| | | | |
|---|---|---|---|
| Name: | BRANDON SHOUP | Candidate ID: | BS268839 |
| Address: | 3795 WYSE RD | Date: | 9/21/2009 |
| | DAYTON OH 45414 | | |

## 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 866-750-2579 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.

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

964074 CORP

G L R INC DBA G L R INC
GENERAL CONTRACTORS

B

08/31/2021 www cslb ca gov

CONTRACTOR REGISTRATION CERTIFICATE

STATE OF IOWA

DIVISION OF LABOR
CONTRACTOR REGISTRATION

1000 East Grand Avenue
Des Moines, IA 50319-0209
Phone (515) 242 - 5871
www.iowacontractor.gov

DATE ISSUED:
**04/18/2019**

DATE EXPIRES:
**05/29/2020**

REGISTRATION NUMBER:
**C117043**

GLR INC
3795 WYSE RD
DAYTON, OH 45414

Rod A. Roberts, Labor Commissioner

## BUSINESS LICENSE

## CITY OF SURPRISE

16000 N. Civic Center Plaza
Surprise, AZ 85374-7470

**Business Name:** Glr Inc
**Business Location:** 3795 Wyse Rd Dayton, Oh 45414-2540
**Business Owner:** Brandon G Shoup
Heath W Peters

**Description:** Contractor - General

Glr Inc
3795 Wyse Rd
Dayton, Oh 45414-2540

**BUSINESS LICENSE NUMBER:** 1021680
**Effective Date:** 01/01/2019
**Expiration Date:** 12/31/2019

TO BE POSTED IN A CONSPICUOUS PLACE

NOT TRANSFERABLE

Department of Labor and Industries
PO Box 44450
Olympia, WA 98504-4450

G L R INC

Reg: CC GLRINLR839DT
UBI: 604-100-427

Registered as provided by Law as:
Construction Contractor
(CC01) - GENERAL

923

G L R INC
3795 WYSE RD
DAYTON OH 45414

Effective Date: 4/26/2017
Expiration Date: 4/26/2021

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

Date_____ 20___

Name of Company (if applicable) Rebuild Wyoming LLC

Name of Qualifying Person or Person(s) Lyndon Lach

Current Address 413 S Grant City Casper State WY Zip 82601

Telephone Number 307-267-6549 Cell Number 307-267-6549

Email LyndonLach1@hotmail.com

Employer Self-employed

Employer's Address 413 S Grant City Casper State WY Zip 82601

Position Owner/oper Years at present employer 6 Comments_____

What is the purpose of applying for a City of Casper license? Investment properties

Is there a specific project you will be doing? no.... Residential properties

If, yes, provide project name _____

Date and location of residence in Wyoming_____

If not Wyoming resident, location of residence_____

Class of License you are applying for? Class I___ Class II X 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 |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

To all concerned,

My name is Henry Lach. I was the owner/operator of Lach Construction from 1974-2007. Lach construction was started in 1958 in Minot, ND by my father and passed down to me. Throughout the years Lach Construction has built several hundred homes and condominiums in and around the area.

I am writing this letter as a request from Lyndon for his application to obtain his contractor's license in Casper, WY. Lyndon started working with us at the age of 14 and continued until the approximate age of 30 when he decided to move from North Dakota and start a family with his wife Cassidy in Casper, WY.

Lyndon has been around residential construction his entire childhood and most of his adult years. During his early years with us he started as a laborer and was involved with all aspects of residential home building, as Lyndon grew older moved his way up and eventually assumed a role as a general foreman. As a general foreman Lyndon was very competent in seeing projects through from start to completion. Below I have listed the areas of residential construction that he was responsible for during the projects he managed.

-placement of concrete foundations and flatwork

-excavation and backfill

-landscaping

-all aspects of framing

-interpreting engineered prints, pulling permits, working with building inspectors

Having worked with Lyndon for many years I am confident that he will do a fine job doing residential construction if you decide to grant him a contractor's license. Please feel free to contact me regarding his qualifications. My phone number is 701-204-8735.

Sincerely,

Henry Lach

VERIFIED
10-10-19
DK

State of Montana
County of Flathead
(Where you are performing the notarization)
Signed and acknowledged before me on 8-16-19 by Henry Lach
(date) (name of person signing document)

LeAnne Donovan
(Signature of notary)

[Montana notaries must complete the following if not a part of the stamp at left]

LEANNE DONOVAN
NOTARY PUBLIC for the
State of Montana
Residing at Columbia Falls, Montana
My Commission Expires
May 11, 2020

LEANNE DONOVAN NOTARIAL SEAL STATE OF MONTANA

(Printed name of notary public) LeAnne Donovan
Notary Public for the State of Montana
Residing at: Columbia Falls, MT
My commission expires: May 11, 2020

(Affix Notarial Seal /Stamp Above)

October 7, 2019

To Whom it May Concern:

Over ten years ago, Lyndon did a couple projects, including house construction. His job performance was great. All subs and their contractors received full payment from work and would use him again. Feel free to contact me with questions.

Thank you,

Nathan Smith
7017213492

CALLED, LEFT MESSAGE 10-10-19

To whom it may concern:

I have hired Lyndon Lach to do work for me in the past, and I have found his workmanship to be very satisfactory.

Janina Hanley

Jason Barthel

656 South Park Steet, Casper, WY 82601 307-315-2892

To whom it may concern,

I am writing this letter at the request of Mr. Lyndon Lach. I have known Mr. Lach for approximately 10 years. In April, 2017 I needed my water line replaced as well as the concrete work for my front sidewalk and driveway redone. This was a large project, so I wanted to hire the best person for the job. In knowing Mr. Lach I had seen his previous work, as well as his reputation for quality, so I decided to have him provide me with an estimate. Mr. Lach was very fair and provided me with a detailed plan of the work to be performed. Due to Mr. Lach's professional estimate and reputation, I made the decision to hire him to complete my project.

During the course of the project, Mr. Lach, was always prompt, communicated with me well, and professional. Mr. Lach and his crew did a wonderful job in all aspects of the project and the project was completed in a timely manner. I was very impressed with Mr. Lach's construction knowledge as well as his concern for doing quality work. For example, Mr. Lach has contacted me on various occasions since completing this project to ensure that I am still satisfied with his work, in which I am. Moreover, I have received many compliments on my sidewalk and driveway. I would highly recommend Mr. Lach for construction work.

Should you have any questions regarding this recommendation, please contact me. I can be reached at 307-315-2892.

CALLED AND VERIFIED.

Best Regards,

Jason Barthel

Jason Barthel

**Ready Mix Concrete**
**Heavy Construction**

Office (307) 473-9581
Fax (307)235-0144
Batch Plant (307) 473-7625

www.mcmurryreadymix.com

WYOMING McMURRY READY MIX CONTRACTOR

**Sand and Gravel Sales**
Casper (307) 472-0548
Rawlins (307) 267-0650
Guernsey (307) 258-4158
Boulder (307) 267-2628
P.O. Box 2488
Casper, WY 82602

To whom it may concern:

I am writing this letter of recommendation on behalf of Goodfeller'sConcrete/ Lyndon Lach. He/they have been a very good customer of ours for 6 yrs. He/they are very diligent, responsible contractors who take great pride in their workmanship as well as being timely regarding their financial obligations.

Therefore, I have no reservations in providing this letter on His/their behalf. If you have any questions please feel free to call me at any time.

Sincerely,

Jeff Hochendoner
Operations Manager
McMurry Ready Mix

# Chuck Adkins
# Old School
# Investments LLC.

P.O Box Mills 932
307-262-2451


To whom it concerns,

This letter is a reference letter for Lyndon Latch. Lyndon Latch was hired as a sub-contractor on the remodel of the old St. Anthony's School. Lyndon and his company was responsible for over $190,000 in concrete work and other tasks. Lyndon and his company did a very good job and operated in a very professional way. We never had any problems with Lyndon when he was on our job. I am also aware that Lyndon built houses with his Dad's company for over 20 years. Lyndon Latch is talented in every aspect of the building trade. Letting Lyndon Latch test for his GC license would be an asset for Casper and Natrona County.

If you have any questions please feel free to reach out. Thank you for your time.

Warm regards,
Chuck Adkins
Old School Investments LLC.

10/7/19

VERIFIED
10-10-19
OE

## Dan Elston

**From:** Dan Elston
**Sent:** Monday, October 07, 2019 8:22 AM
**To:** 'MWISEBIZ@GMAIL.COM'
**Cc:** Kelly Shanley
**Subject:** Application

Mr. wise,
I have reviewed your application for a Class II general contractors license.
The affidavits that are supplied with the application represent Oil field related work , the licensing board will request more information and documentation for the construction industry.
I am emailing you to see if you can provide this prior to the meeting on Oct. 17th.
I do not have a vote on the Board but know their typical response to an application such as this.

Dan Elston CBO
City of Casper
Bld. Dept.

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

Date September 24, 2019

Name of Company (if applicable) Wise Properties, LLC

Name of Qualifying Person or Person(s) Michael Wise

Current Address 1170 Boulder B1 City Casper State WY Zip 82604

Telephone Number 307-262-2726 Cell Number

Email mwisebiz@gmail.com

Employer Granite Peak Fabrication

Employer's Address 2291 Renauna Ave. City Casper State WY Zip 82604

Position Sr. Project Manager Years at present employer 2.5 Comments

What is the purpose of applying for a City of Casper license? To build a single family home in Casper, WY and have for future real estate projects.

Is there a specific project you will be doing? Building a home

If, yes, provide project name 2844 Player Dr. Home

Date and location of residence in Wyoming 4/27/1986

If not Wyoming resident, location of residence

Class of License you are applying for? Class I___ Class II X 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 |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Michael Wise
(Print)

Name and address of employer or person verifying time and position of Applicant

(Name) Granite Peak Fabrication
(Address) 2291 Renauna Ave.
(City) Casper (State) WY
(Zip) 82604 (Phone No.) 307-337-3396

Date of Employment: From 4/17 through Current
From _____ through _____
From _____ through _____

Add additional dates (as necessary)

Job Title of Applicant Sr. Project Manager

Job Description of Applicant Manage the construction of buildings and projects for the oil and gas industry. Oversee the work of laborers and subcontractors to deliver a quality and timely product. Position includes aid in design, engineering and procurement.

**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 2291 Renauna City Casper State WY Zip 82604
Day Phone No. 307-337-7622 Cell Phone No. 307-337-7622
Email Address Kyler.johnson@thegranitepeakgroup.com

DATED this 25 day of September, 2019

Signature

Kyler Johnson
Printed Name of Signature

Subscribed and sworn to before me this 25 day of September, 2019

Kristeen Johnson
Notary Public

My Commission Expires: 7/16/2022

MY COMMISSION EXPIRES 16 Jul 2022
NOTARY PUBLIC
KRISTEEN JOHNSON
COUNTY OF NATRONA
STATE OF WYOMING

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Michael Wise
(Print)

Name and address of employer or person verifying time and position of Applicant

(Name) Power Service
(Address) 5625 Chapman PL.
(City) Casper (State) Wyoming
(Zip) 82604 (Phone No.) 800-743-4774

Date of Employment: From 2013 through 2017
From _____ through _____
From _____ through _____

Add additional dates (as necessary)

Job Title of Applicant Project Manager

Job Description of Applicant Manage the construction of products for oilfielfd well pad sites, including buildings, skids and equipment. Position includes aid in design, engineering and procurement.

**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 2130 W 43 City Casper State WY Zip 82604
Day Phone No. 307-277-1552 Cell Phone No. _____
Email Address skugler88@gmail.com

DATED this 3 day of October, 2019

Scott Kugler
Signature

Scott Kugler
Printed Name of Signature

Subscribed and sworn to before me this 3RD day of OCTOBER, 2019

Annette Hickman
Notary Public

My Commission Expires: JANUARY 29, 2020

NOTARY PUBLIC
ANNETTE HICKMAN
STATE OF WYOMING
COUNTY OF NATRONA
My Commission Expires January 29, 2020

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

Date 10/21 2019

Name of Company (if applicable) Garden Creek Builders

Name of Qualifying Person or Person(s) Jacob Bartz

Current Address 1340 Granada City Casper State WY Zip 82604

Telephone Number 307-277-0681 Cell Number

Email GardenCreekBuilders@gmail.com

Employer Garden Creek Builders

Employer's Address 1340 Granada City Casper State WY Zip 82604

Position OWNER Years at present employer 1 Comments

What is the purpose of applying for a City of Casper license? Genral Construction

Is there a specific project you will be doing?

If, yes, provide project name

Date and location of residence in Wyoming 36 Casper, WY

If not Wyoming resident, location of residence

Class of License you are applying for? Class I___ Class II ✓ Class III___
Demolition___ Roofing___

**Part II- LICENSER HISTORY**

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

| Location of License | Year Issued | Type of License |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name JACOB D. BARTZ
(Print)

Name and address of employer or person verifying time and position of Applicant
(Name) GREATHOUSE CONSTRUCTION
(Address) 1050 N. 3RD St. Ste A
(City) LARAMIE (State) WY
(Zip) 82072 (Phone No.) 307 745 4119

Date of Employment: From 10/3/05 through 9/5/06
From _____ through _____
From _____ through _____
Add additional dates (as necessary)

Job Title of Applicant CARPENTER
Job Description of Applicant _____

**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: The project manager that oversaw work no longer works for us; unable to provide job duties - can only provide payroll data (dates of service).

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 1050 N. 3RD St. City LARAMIE State WY Zip 82072
Day Phone No. 307 745 4119 Cell Phone No. _____
Email Address agivan@greathouse.com

DATED this 29th day of May, 2019

Amanda Givan
Signature
AMANDA GIVAN
Printed Name of Signature

Subscribed and sworn to before me this 29th day of May, 2019

Notary Public

My Commission Expires: 5.15.22

L SYLVESTRE · NOTARY PUBLIC
COUNTY OF ALBANY
STATE OF WYOMING
MY COMMISSION EXPIRES 5.15.22

| a Control number | Copy C—For EMPLOYEE'S RECORDS (see Notice to Employee on back of Copy B.) |
|---|---|
| BARJAC - 1 | OMB No. 1545-0008 |

| | | |
|---|---|---|
| b Employer identification number (EIN)<br>83-0246634 | 1 Wages, tips, other compensation<br>25029.00 | 2 Federal income tax withheld<br>3579.00 |
| c Employer's name, address, and ZIP code<br>Groathouse Construction, Inc.<br>1050 North Third Street<br>Suite A<br>Laramie, WY 82072<br>(307) 745-4119 | 3 Social security wages<br>25029.00 | 4 Social security tax withheld<br>1551.80 |
| | 5 Medicare wages and tips<br>25029.00 | 6 Medicare tax withheld<br>362.92 |
| | 7 Social security tips<br>0.00 | 8 Allocated tips<br>0.00 |
| d Employee's social security number<br>520-08-2496 | 9 Advance EIC payment<br>0.00 | 10 Dependent care benefits<br>0.00 |
| e Employee's name, address, and ZIP code<br>Jacob D Bartz<br><br>1255 E 22nd<br>Casper, WY 82601 | 11 Nonqualified plans<br>0.00 | 12a See instructions for box 12<br>Code |
| | 13 Statutory employee / Retirement plan / Third-party sick pay | 12b<br>Code |
| | 14 Other | 12c<br>Code |
| | | 12d<br>Code |

| 15 State | Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax | 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |
|---|---|---|---|---|---|---|
| WY | 83-0246634 | 25029.00 | 0.00 | | | |

Form **W-2** **Wage and Tax Statement**

2006

39-1908647 Department of the Treasury—Internal Revenue Service
This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

**Copy C—For EMPLOYEE'S RECORDS (See *Notice to Employee* on the back of Copy B.)**

38-2099803
OMB No. 1545-0008

| | | |
|---|---|---|
| a Employee's soc. sec. no. 520-08-2496 | 1 Wages, tips, other comp. 31542.00 | 2 Federal income tax withheld 3252.38 |
| | 3 Social security wages 31542.00 | 4 Social security tax withheld 1955.60 |
| b Employer ID number (EIN) 83-0221955 | 5 Medicare wages and tips 31542.00 | 6 Medicare tax withheld 457.36 |

c Employer's name, address, and ZIP code
Delta Construction, Inc.
208 Racquette Drive
Ft. Collins CO 80524

d Control number 4

e Employee's name, address, and ZIP code
Jacob Bartz
174 N. Colorado Avenue

Laramie WY 82070

| | | |
|---|---|---|
| 7 Social security tips | 8 Allocated tips | 9 Advance EIC payment |
| 10 Dependent care benefits | 11 Nonqualified plans | 12a Code See inst. for box 12 |
| 13 Statutory employee | 14 Other | 12b Code |
| Retirement plan | | 12c Code |
| Third-party sick pay | | 12d Code |
| 15 State Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax |
| 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |

Form W-2 Wage and Tax Statement **2007** Dept. of the Treasury -- IRS

This information is being furnished to the IRS. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

**Copy 2—To Be Filed With Employee's State, City, or Local Income Tax Return.**

39-1908647
OMB No. 1545-0008

| | | |
|---|---|---|
| a Control number 3 | 1 Wages, tips, other comp. 10532.42 | 2 Federal income tax withheld 1382.19 |
| | 3 Social security wages 10532.42 | 4 Social security tax withheld 653.01 |
| b Employer ID no. (EIN) [redacted] | 5 Medicare wages and tips 10532.42 | 6 Medicare tax withheld 152.72 |

c Employer's name, address, and ZIP code
Delta Construction, Inc.
208 Racquette Drive
Ft. Collins CO 80524

d Employee's social security number [redacted]6

e Employee's name, address, and ZIP code
Jacob Bartz
174 N. Colorado Avenue

Laramie WY 82070

| | | |
|---|---|---|
| 7 Social security tips | 8 Allocated tips | 9 Advance EIC payment |
| 10 Dependent care benefits | 11 Nonqualified plans | 12a Code |
| 13 Statutory employee | 14 Other | 12b Code |
| Retirement plan | | 12c Code |
| Third-party sick pay | | 12d Code |
| 15 State Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax |
| 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |

Form W-2 Wage and Tax Statement **2006** Dept. of the Treasury -- IRS

**Copy B—To Be Filed With Employee's FEDERAL Tax Return.**

38-2099803
OMB No. 1545-0008

| | | |
|---|---|---|
| a Employee's soc. sec. no. 520-08-2496 | 1 Wages, tips, other comp. 28989.87 | 2 Federal income tax withheld 210.43 |
| b Employer ID number (EIN) 83-0221955 | 3 Social security wages 28989.87 | 4 Social security tax withheld 1797.37 |
| | 5 Medicare wages and tips 28989.87 | 6 Medicare tax withheld 420.35 |

c Employer's name, address, and ZIP code
Delta Construction, Inc.
208 Racquette Drive
Ft. Collins CO 80524

d Control number 3

e Employee's name, address, and ZIP code
Jacob Bartz
174 N. Colorado Avenue

Laramie WY 82070

| | | |
|---|---|---|
| 7 Social security tips | 8 Allocated tips | 9 Advance EIC payment |
| 10 Dependent care benefits | 11 Nonqualified plans | 12a Code See inst. for box 12 |
| 13 Statutory employee | 14 Other HLTHINS 8124.75 | 12b Code |
| Retirement plan | | 12c Code |
| Third-party sick pay | | 12d Code |
| 15 State Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax |
| 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |

Form W-2 Wage and Tax Statement **2009** Dept. of the Treasury -- IRS
This information is being furnished to the Internal Revenue Service.

**Copy C—For EMPLOYEE'S RECORDS (See *Notice to Employee* on the back of Copy B.)**

38-2099803
OMB No. 1545-0008

| | | |
|---|---|---|
| a Employee's soc. sec. no. 520-08-2496 | 1 Wages, tips, other comp. 33650.25 | 2 Federal income tax withheld 1233.93 |
| b Employer ID number (EIN) 83-0221955 | 3 Social security wages 33650.25 | 4 Social security tax withheld 2086.32 |
| | 5 Medicare wages and tips 33650.25 | 6 Medicare tax withheld 487.93 |

c Employer's name, address, and ZIP code
Delta Construction, Inc.
208 Racquette Drive
Ft. Collins CO 80524

d Control number 3

e Employee's name, address, and ZIP code
Jacob Bartz
174 N. Colorado Avenue

Laramie WY 82070

| | | |
|---|---|---|
| 7 Social security tips | 8 Allocated tips | 9 Advance EIC payment |
| 10 Dependent care benefits | 11 Nonqualified plans | 12a Code See inst. for box 12 |
| 13 Statutory employee | 14 Other | 12b Code |
| Retirement plan | | 12c Code |
| Third-party sick pay | | 12d Code |
| 15 State Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax |
| 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |

Form W-2 Wage and Tax Statement **2008** Dept. of the Treasury -- IRS
This information is being furnished to the IRS. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Copy B—To Be Filed With Employee's FEDERAL Tax Return.

38-2099803
OMB No. 1545-0008

| | | |
|---|---|---|
| a Employee's soc. sec. no. 520-08-2496 | 1 Wages, tips, other comp. 30714.35 | 2 Federal income tax withheld 252.97 |
| b Employer ID number (EIN) 83-0221955 | 3 Social security wages 30714.35 | 4 Social security tax withheld 1904.29 |
| | 5 Medicare wages and tips 30714.35 | 6 Medicare tax withheld 445.36 |

c Employer's name, address, and ZIP code
Delta Construction, Inc.
208 Racquette Drive
Ft. Collins CO 80524

d Control number 2

e Employee's name, address, and ZIP code
Jacob Bartz
174 N. Colorado Avenue

Laramie WY 82070

| | | |
|---|---|---|
| 7 Social security tips | 8 Allocated tips | 9 Advance EIC payment |
| 10 Dependent care benefits | 11 Nonqualified plans | 12a Code See inst. for box 12 |
| 13 Statutory employee | 14 Other HLTHINS 7787.00 | 12b Code |
| Retirement plan | | 12c Code |
| Third-party sick pay | | 12d Code |
| WY 001181.06-1 15 State Employer's state ID number | 16 State wages, tips, etc. | 17 State income tax |
| 18 Local wages, tips, etc. | 19 Local income tax | 20 Locality name |

Form W-2 Wage and Tax Statement 2010 Dept. of the Treasury – IRS
This information is being furnished to the Internal Revenue Service.

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name JACOB BARTZ
(Print)

Name and address of employer or person verifying time and position of Applicant

(Name) Rebecca Jivan
(Address) 5995 Greenwood Plaza Blvd
(City) Greenwood Vilg (State) CO
(Zip) 80111 (Phone No.) 303 389 3754

Date of Employment: From 01-01-10 through 11-11-2011
From _____ through _____
From _____ through _____

Add additional dates (as necessary)

Job Title of Applicant overhead supervisor (generic default)

Job Description of Applicant

records or specifics have been purged from our system due to time lapsed.

**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 City State Zip

Day Phone No. 303 - 389 - 3754 Cell Phone No. _____

Email Address rebecca.jivan@ghphipps.com

DATED this 17th day of April, 2019

STEPHANIE CLARK
Notary Public
State of Colorado
Notary ID # 20164043491
My Commission Expires 11-14-2020

Signature

Rebecca Jivan
Printed Name of Signature

Subscribed and sworn to before me this 17 day of April, 2019

S Clark
Notary Public

My Commission Expires: 11/14/2020

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

Date August 29 2019

Name of Company (if applicable) Transform SR Home Improvement Products LLC

Name of Qualifying Person or Person(s) Roy Michael Foster

Current Address 3213 Bridgemere Terrace City Matthews State NC Zip 28105

Telephone Number 704-609-3203 Cell Number 704-609-3203

Email mike.foster@transformhomepro.com

Employer Transform SR Home Improvement Products LLC

Employer's Address 3333 Beverly Road City Hoffman Estates State IL Zip 60179

Position Licensing & Compliance Manager Years at present employer 3 years Comments

What is the purpose of applying for a City of Casper license? To perform residential replacement of siding, windows, doors, flooring, HVAC. REQUIRES SEPARATE APPLICATION

Is there a specific project you will be doing? Not at this time.

If, yes, provide project name

Date and location of residence in Wyoming

If not Wyoming resident, location of residence North Carolina, see address above

Class of License you are applying for? Class I___ Class II___ Class III X
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 |
|---|---|---|
| Cheyenne WY | 2017 | General Contractor |
| Douglas WY | 2017 | General Contractor |
| Denver CO | 2018 | Residential Remodeling |
| North Carolina | 2018 | Residential Builder |

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Roy Michael Foster
(Print)

Name and address of employer or person verifying time and position of Applicant
(Name) Alfred W. Nyman Jr.
(Address) 3200 Lake Emma Blvd.
(City) Lake Mary (State) Florida
(Zip) 32746 (Phone No.) 407-551-5402

Date of Employment: From 2005 through 2015
From 2016 through Present
From _____ through _____
Add additional dates (as necessary)

Job Title of Applicant Licensing & Compliance Manager

Job Description of Applicant Supervision of installation of residential home improvement products including siding, windows, doors, flooring, bath and kitchen remodeling.

**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 521 Blossomwood Dr. City Debary State FL Zip 32713
Day Phone No. 407-551-5402 Cell Phone No. 407-276-4912
Email Address al.nyman@transformhomepro.com

DATED this 30 day of August, 2019

Signature

Alfred W Nyman Jr
Printed Name of Signature

Subscribed and sworn to before me this 30 day of August, 2019

Notary Public

My Commission Expires:

Bethany Audette
Commission # GG066685
Expires: Jan. 26, 2021
Bonded thru Aaron Notary

INTERNATIONAL CODE COUNCIL

# OFFICIAL RESULTS REPORT

F13 - National Standard Residential Building Contractor (C)

| | | | |
|---|---|---|---|
| Name: | Roy Foster | Candidate ID: | ICNON128073 |
| Address: | 8301-A Arrowridge Blvd. | Date: | 2/9/2017 |
| | Charlotte NC 28273 | | |

## 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/authenticate
*Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.*

*Registration Number:* ***310227025*** *Validation Number:* ***235802092***

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

Date_____ 20___

Name of Company (if applicable) DEFENDER CONSTRUCTION LLC

Name of Qualifying Person or Person(s) DAVID RACE

Current Address 143 N. WILSON ST. City CASPER State WY Zip 82601

Telephone Number 307-315-7228 Cell Number SAME

Email drace@defenderconstruction.co

Employer MCMURRY READY MIX

Employer's Address 5684 OLD WEST YELLOWSTONE Hwy CASPER State WY Zip 82604

Position SHOP FOREMAN Years at present employer 6+ Comments_____

What is the purpose of applying for a City of Casper license? WAS ENCOURGED BY OTHERS THAT I HAVE HELPED WITH THEIR PROJECTS AND WORK PREFORMED ON MY OWE RESIDENCE.

Is there a specific project you will be doing? No

If, yes, provide project name N/A

Date and location of residence in Wyoming N/A

If not Wyoming resident, location of residence N/A

Class of License you are applying for? Class I___ Class II___ Class III X
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 |
|---|---|---|
| NONE | | |
| | | |
| | | |
| | | |

## Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name DAVID RACE
(Print)

Name and address of employer or person verifying time and position of Applicant

(Name) STEPHANIE McLELLAN
(Address) 18550 QUAIL HILL DR.
(City) CORONA (State) CA
(Zip) 92881 (Phone No.) 951-738-8294

Date of Employment: From 1-2000 through 1-2009
From _____ through _____
From _____ through _____

Add additional dates (as necessary)

Job Title of Applicant SITE SUPERVISOR, GENERAL FOREMAN

Job Description of Applicant SITE SUPERVISOR OF A CREW OF 5 WORKERS. DID ESTIMATES, SUPERVISE JOB SITE, MATERIAL ACQUISITION, LABOR COSTS, DID SITE WORK WITH NO CREW.

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

☆ PLEASE SEE ATTACHED LETTER ☆

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_____ City_____ State_____ Zip_____

Day Phone No. _____ Cell Phone No._____

Email Address_____

DATED this _____ day of _____, 20___

_____
Signature

_____
Printed Name of Signature

Subscribed and sworn to before me this _____ day of_____, 20___

_____
Notary Public

My Commission Expires:

BIS
CONSTRUCTION INC
General Contractors
LC#598502

9-16-19

To whom it may concern:

This letter confirms that Mr. David Race has achieved work experience level with BIS Inc, as General Foreman and Supervisory Experience in all aspects of general construction from:
Jan 2000 through Jan 2009.

Please call if you have any further questions.

Thank you,

Stephanie McLellan
BIS Inc.
CSLB#598502
951-738-8294 office
951-735-4036 fax

✓ 19E.

**APPLICATION FOR EXAMINATION**
**CITY OF CASPER**
**LICENSING AND APPEALS BOARD**

**PLEASE RETURN OR MAIL TO:**

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

TO THE LICENSING AND APPEALS BOARD:

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

NAME: Justin Daniels

ADDRESS: 479 Indian Paintbrush CITY, STATE, ZIP: Casper, WY 82604

TELEPHONE NUMBER: 307-259-5618 CELL NUMBER: 307-259-5618

EMAIL ADDRESS: Justin6646@mynesd.org

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?

| EMPLOYER | CITY | TIME OF EMPLOYMENT |
|---|---|---|
| Morton Plumbing | Casper | 2005 - 2014 |
| Haids plumbing | Casper | 2014 - 2015 |
| | | |
| | | |

4. WHERE DID YOU WORK AS A LICENSED JOURNEYMAN?

| EMPLOYER | CITY | TIME OF EMPLOYMENT |
|---|---|---|
| Natrona County school district | Casper | 2015 - Current |

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

| EMPLOYER | CITY | TIME OF EMPLOYMENT |
|---|---|---|
| | | |
| | | |

6. WHO WAS YOUR LAST EMPLOYER?

| EMPLOYER | CITY | TIME OF EMPLOYMENT |
|---|---|---|
| Hairs Plumbing | Casper | ~~2015-2016~~ 2014-2015 |
| | | |

7. DATE OF TERMINATION: August, 2015

8. CURRENT EMPLOYER:

| EMPLOYER | CITY | TIME OF EMPLOYMENT |
|---|---|---|
| Natrona County School district | Casper | 2015 - Current |

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

To become a Master Plumber

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

SIGNATURE: Justin Daniel DATE: 10-7-19

**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: Justin Daniels
(PRINT)

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

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

1. THAT HE HAS KNOWN THE APPLICANT FOR 32 YEARS.

2. APPLICANT WAS EMPLOYED BY Morton Plumbing
(FIRM NAME)
FROM 2005 TO 2014

AS apprentice Plumber AND PERFORMED THE FOLLOWING DUTIES:

(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): Residental and Commercial Plumbing including water and sewer services, underground, top out, trim work and gas lines

DATED THIS 2 DAY OF October, 20 19

William Daniels
SIGNATURE

William Daniels
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 2 DAY OF OCTOBER, 20 19

Lynn Stricklin
NOTARY PUBLIC

MY COMMISSION EXPIRES: 08-03-2021

NOTARY PUBLIC
LYNN STRICKLIN
STATE OF WYOMING
COUNTY OF NATRONA
My Commission Expires August 3, 2021

**EXPERIENCE AND EXAMINATION CRITERIA**

NAME OF APPLICANT: JUSTIN DANIELS
(PRINT)

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

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

1. THAT HE HAS KNOWN THE APPLICANT FOR 14 YEARS.
2. APPLICANT WAS EMPLOYED BY NATRONA COUNTY SCHOOL DISTRICT
(FIRM NAME)
FROM 2015 TO CURRENT (OCTOBER, 2019)
AS JOURNEYMAN PLUMBER AND PERFORMED THE FOLLOWING DUTIES:
(DESCRIBE FULLY THE DUTIES AND WORK PERFORMED): PLUMBING FIXTURE REPAIRS, SEWER LINE REPAIRS, WATER HEATERS, HEAT LINE & WATER LINE INSTALL & REPAIR. BACKFLOW INSTALL + TESTING, ETC

DATED THIS 4 DAY OF October, 2019

SIGNATURE

CHRISTOPHER WARNER
PRINTED NAME OF SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 4th DAY OF October, 2019

NOTARY PUBLIC

MY COMMISSION EXPIRES: June 16, 2023

Amy C. Aguilar - Notary Public
County of Natrona
State of Wyoming
My Commission Expires June 16, 2023

**EXPERIENCE AND EXAMINATION CRITERIA**

# OFFICIAL RESULTS REPORT

F24 - National Standard Master Plumber

| | | | |
|---|---|---|---|
| Name: | justin daniels | Candidate ID: | ICNON117826 |
| Address: | 479 Indian paintbrush | Date: | 8/30/2019 |
| | casper WY 82604 | | |

## 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/authenticate
*Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.*

*Registration Number:* ***359806915*** *Validation Number:* ***908120992***

the LIBRARY into it.

# Community BUILDER

FALL 2019

**Natrona County Library**
307 East Second Street
Casper, WY 82601
307.577.READ
**natronacountylibrary.org**

**MAIN LIBRARY HOURS:**
*(September through May)*
**Mon-Thur: 9 AM — 7 PM**
**Fri-Sat: 9 AM — 5 PM**
*(June through August)*
**Mon-Thur: 9 AM — 6 PM**
**Fri-Sat: 9 AM — 5 PM**

**Edgerton Branch**
935 Cottonwood
P.O. Box 269
Edgerton, WY 82635
307.437.6617

*Library Hours:*
Mon: 11 AM — 5 PM
Wed: 1 PM — 7 PM
Fri: 11 AM — 5 PM

*Bookmobile schedules available at any branch*



## this issue:



NEWSLETTER FUNDED BY THE NATRONA COUNTY LIBRARY FOUNDATION

# Small Business and Employee Resources Right at the Library

***Megan Bratton*** *Marketing and Public Relations Manager*

Thinking of opening up shop? Let us help. Looking to grow your existing small business? We can help with that, too. As part of our mission, the Library advocates for a thriving community, and we recognize that, in order for our community and economy to thrive, we need strong local businesses.

So what does that mean for Natrona County's entrepreneurs? First, to help you get your business started, the Library offers free access to computers, printers, internet, copiers, fax machines, software, and even meeting spaces for groups of 2 to 180 people—things that can add up when you're trying to get your business off the ground. Our Creation Station is a great resource for inventors and product developers. Have an idea for the next fidget spinner? We can teach you how to design the product using 3D software, as well as print, package, and market it, all from our free makerspace.

With the digital world evolving and shifting at a rapid pace, we know it's hard to keep up. We offer regular training and educational resources to strengthen your workforce and introduce you to the newest software and technology. We partner with local businesses to train their employees on programs like Microsoft Office and Google's G Suite, because fostering and developing talent within your company is often easier than attracting new.

> August's "Grow with Google" event at the Library reached **over 300** local job seekers, business owners, and nonprofit and education professionals looking to promote their businesses online and develop their digital skills.

Once you're ready to do your research, our reference resources—like our online databases and Book-a-Librarian service—are at the ready. With just a library card, patrons have access to an array of business journals, statistics, demographics, news, and even a database just for entrepreneurs, with sample business plans, articles, and guides for how to start, finance, or manage a small business.

You can book one-on-one time with a librarian to learn more about these databases, or to get help solving any problem you're facing on your road to business success. While all librarians are different, there is at least one thing they have in common—a love of research! Instead of hiring a consultant to tell you how to place the parking spaces at your new building (angled or straight, the debate rages on!), let our staff do what they do best, and guide you to the answer among a mountain of available information.

Our Library helps imaginations expand, encourages people to find what inspires them, and provides the training and resources they need to make their dreams become realities. Learn more at natronacountylibrary.org/business.

# *new* releases:

### JUVENILE FICTION
- ***Sunny Rolls the Dice*** Jennifer Holm
- ***Wrecking Ball (Diary of a Wimpy Kid #14)*** Jeff Kinney
- ***Klawde: The Spacedog Cometh*** Johnny Marciano
- ***White Bird: A Wonder Story*** R.J. Palacio
- ***Dog Man: Fetch-22*** Dav Pilkey

### YA FICTION
- ***Children of Virtue and Vengenance*** Tomi Adeyemi
- ***Rebel*** Marie Lu
- ***Supernova*** Marissa Meyer
- ***The End and Other Beginnings: Stories from the Future*** Veronica Roth
- ***The Toll*** Neal Shusterman

### ADULT FICTION
- ***The Giver of Stars*** Jojo Moyes
- ***Blue Moon*** Lee Child
- ***No Fixed Line*** Dana Stabenow
- ***Minute to Midnight*** David Baldacci
- ***The Attack*** W.E.B. Griffin

### JUVENILE NONFICTION
- ***Caught!: Nabbing History's Most Wanted*** Georgia Bragg
- ***Torpedoed: The True Story of the World War II Sinking of "the Children's Ship"*** Deborah Heiligman
- ***Who Would Win?: Ultimate Showdown*** Jerry Pallotta
- ***Survivors of the Holocaust: True Stories of Six Extraordinary Children*** Kath Shackelton

### YA NONFICTION
- ***Teen Chef Cooks: 80 Scrumptious, Family-Friendly Recipes*** Eliana de Las Casas
- ***Becoming RBG: Ruth Bader Ginsburg's Journey to Justice*** Debbie Levy
- ***Hack Your Cupboard: Make Great Food with What You've Got*** Alyssa Wiegand and Carla Carreon

### ADULT NONFICTION
- ***Me: Elton John Official Autobiography*** Elton John
- ***Letters from an Astrophysicist*** Neil deGrasse Tyson
- ***Edison*** Edmund Morris
- ***Tiny Habits: The Small Changes That Change Everything*** BJ Fogg
- ***I Really Needed This Today: Words to Live By*** Hoda Kotb
- ***The Body: A Guide for Occupants*** Bill Bryson
- ***How Not to Diet: The Groundbreaking Science of Healthy, Permanent Weight Loss*** Michael Greger

### MUSIC
- ***Threads*** Sheryl Crow
- ***Descendants 3*** Soundtrack
- ***III*** The Lumineers
- ***No. 6 Collaborations Project*** Ed Sheeran
- ***Victorious*** Skillet
- ***Lover*** Taylor Swift

### MOVIES
- ***Rocketman***
- ***Spider-Man: Far From Home***
- ***Toy Story 4***
- ***The Lion King***
- ***Once Upon a Time... in Hollywood***
- ***Yesterday***

### TV SERIES
- ***The Big Bang Theory*** Season 12
- ***Game of Thrones*** Season 8
- ***Poldark*** Season 5
- ***Chernobyl***
- ***American Horror Story: Apocalypse***
- ***Good Witch*** Season 5

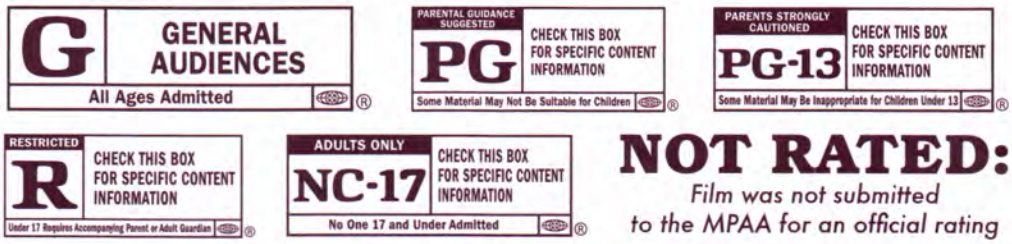
### VIDEO GAMES
- ***Call of Duty: Modern Warfare***
- ***Star Wars Jedi: Fallen Order***
- ***Luigi's Mansion 3***
- ***Pokemon Sword and Shield***
- ***The Outer Worlds***
- ***Just Dance 2020***



# Movie Ratings and Parental Decisions

***Conrrado Saldivar*** *Adult Services Specialist*

G, PG, PG-13, R, NC-17, or Not Rated is seen before every movie, and usually skipped as last-minute popcorn is added to the snack pile. But how are these ratings actually used?




**NOT RATED:**
*Film was not submitted to the MPAA for an official rating*

DVDs accounted for 30.5% of the Library's total circulation last year, making it our most popular collection. On any given day, particularly Friday afternoons, patrons browse the collection for the perfect weekend flick. Most make a decision based on the cover or synopsis while others take the time to find more information about a movie's ratings. The rating descriptors listed after a movie's rating can occasionally add more confusion to the process. To help parents, IMDb and Common Sense Media rate specific topics in a film—such as violence, language, and frightening scenes—and display them on their websites.

Movies of all ratings are added to the collection to meet the needs and interests of all patrons. We make sure every DVD is placed in the collection where its target audience is most likely to browse. Those appropriate for our youngest patrons, tweens, and young adults are found in the Children's Department and are either rated "G" or "Not Rated." Anything meant for older audiences—typically movies rated "PG" through "Not Rated"—is located on the main floor. We encourage parents to have discussions with their children about what movies are appropriate to check out. We also welcome parents to talk to Library staff if they need more information about a movie's content.

# Congratulations Jenn Beckstead, our New Youth Services Manager

You've probably noticed many familiar faces have moved around in the library. We're proud to announce that Jenn Beckstead was promoted to Youth Services Manager in July.

Library users should recognize Jenn from her 13 years as the Teen Librarian. Her library career began at Natrona County Library in August 2005, providing outreach programs to children and families. Highlights from her Teen Librarian days include launching the Baby Book Club for teen parents and their children at Roosevelt High School (formerly at Kelly Walsh), planning summer reading, running multiple monthly book club discussions, and presenting outreach programs at middle and high schools, Casper College GEAR UP, Upward Bound, and the Youth Empowerment Council.

Jenn is a recent 2019 graduate of Leadership Casper and has served on the Soaring Eagle Book Award committee since 2018. Jenn and her husband, Brandon, have three young children and a cuddly German shepherd named Hazel.

**Favorite day at work:**
Wyoming Reads Day

**Favorite book from childhood:**
*Bridge to Terabithia* by Katherine Paterson

**Favorite beginning reader book series:**
*Elephant and Piggie* by Mo Willems

**Favorite teen/YA authors:**
Sarah Dessen and John Green

**Favorite library programs:**
Book themed parties

# NATRONA COUNTY LIBRARY FOUNDATION

## Making a Good Library Great:

## GIVING TO THE NATRONA COUNTY LIBRARY FOUNDATION

What is the difference between a good library and a great library? A great library is measured by its ability to go beyond basic services with the help of private funds to provide programs and collections of true distinction. With your help, the Natrona County Library can keep providing the quality programs and materials its patrons have come to expect—both today and in the future.

All endowment funds are placed in a permanent account to augment the Library's collections, provide expanded library programming and help operate the Foundation for years to come. If you would like to make a tax-deductible donation or would like to learn more about the Foundation, please contact us at 577-7323.



*Have you remembered the Natrona County Library Foundation in your will?*

NATRONA COUNTY LIBRARY FOUNDATION

☐ **I am enclosing a check for $ _____**

☐ **Please contact me to arrange a meeting to discuss future financial support.**

Name: _____

Address: _____

City: _____ State _____ Zip: _____

Phone: _____

Comments: _____

_____

Mail can be sent to: Natrona County Library Foundation, 307 E. 2nd Street, Casper, WY 82601.
Please make checks payable to **The Natrona County Library Foundation**

*All contributions are tax deductible to the extent allowed by law.*

NATRONA COUNTY LIBRARY
FOUNDATION

# Thank You to Our Recent Donors

John P. Ellbogen Foundation
Gary Brown
David and Jean Schropfer
Donald and Phyllis Baker
Emily Hind
Boeing
Richard Johnson and Cheryl Wagner
Judith Griffith
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Elaine Hough
Michael and Sally Sarvey
Chris Smith
Masterson Family Foundation
Laura Burback
Stephen and Judy Parker
Kay Talbot

# The Many Paths of the Library

***Lorene Peterson*** *Youth Services Librarian*

There is seldom anything more difficult for a human than adapting to some sort of change, whether voluntarily or involuntarily. We are creatures of habit, and like to stick to our routines and what we know. I recently made the move from Adult Services to Youth Services, where I went from helping adults with research and technical issues, to planning teen and children's programs and doing story time for young kids. The two library worlds are vastly different!

To prepare for the change, I turned to what I knew... our Library's resources. I read books written about how to become a better teen librarian, participated in webinars to familiarize myself with youth-specific collections and genres, and browsed the children's CDs to prepare for story time. As time went on, I realized that many of my skills as a reference librarian transferred over. I have shown teens how to find new reads through our Novelist database, assisted children with research in our Juvenile Non-Fiction collection, and helped patrons navigate our three eBook and eAudiobook platforms: Libby by Overdrive, Cloud Library, and RBdigital.

I also have an amazing support system, just like I did in Adult Services. My co-workers are patient and encouraging. They laugh with me when I make silly mistakes and push me to try new things.

Without change, there is no growth. If you are in a comfortable position (perhaps even one you love), but know that even a small move can make a difference in your life, don't hesitate to go for it. With the right resources, support system, and hard work, anything is possible.

One of the many wonderful things about the library is the amount of resources we offer. If you are looking to go down a different path or grow right where you are, chances are we have the right book or service for you. Come and speak to one of our knowledgeable staff to point you in the right direction.

# Finding a Home at the Library

***Susan Stanton*** *Tech Services Manager*

I recently went on a short vacation to Colorado and needed to make some last-minute hotel and entertainment reservations from a computer. Unfortunately, the hostess at my B&B had to leave early that morning and my smartphone was glitching, so I was device-less. Fortunately, I work at a library so I knew exactly what to do—I headed over to the downtown Greeley public library.

Sure enough, there were plenty of public computers for me to use. In order to get on a computer at any of the High Plains Libraries, you have to get a library card, as there are no temporary passes to use like we do here at Natrona County Library. Getting my card only took a few minutes and the clerk was delightful. Pretty soon after that, all of my problems were solved—I arranged a place to stay, booked my entertainment, printed out all the confirmations, answered my e-mail, used the restroom, recharged my phone, and even browsed the library setup.

Meanwhile, it had started to rain outside and was too early to go to lunch; so I picked up one of the books on display, sat in a cozy seat, and read for about an hour. I suddenly noticed several other people like me—carrying bags containing their belongings—taking a reading break or using computers. How grateful I was that I hadn't been barred from this spot just because I didn't live there. What a blessing that, in a commercially-driven world like ours, there is still a free, comfortable place to go where we can retreat, recharge, and rearrange our journeys, wherever they may be.

## upcoming programs

For more info, visit our Facebook page **@NatronaLibrary**, **natronacountylibrary.org** or call **577.7323**.

### ❖ OCTOBER ❖

- **1 - Reading the West Book Club** 6:30PM
- **2 - Wednesday Writers** 10AM
- **2 - AAL: Pumpkins** 4PM
- **3 - Teen Writers** 4PM
- **5 - Halloween Cards Workshop** 2PM
- **7 - TM: Monster Wobblebots** 4PM
- **8 - Never Too Old Book Club** 6:30PM
- **9 - AAL: Tissue Paper Painting** 4PM
- **10 - Books on Tap Book Club** 6:30PM
- **11 - Adult Coloring Club** 2PM
- **12 - Craftastic Saturday** 2PM
- **14 - TM: Mason Jar Luminaries** 4PM
- **16 - AAL: Halloween Bingo** 4PM
- **17 - 4Teens@4** 4PM
- **17 - Genealogy Workshop** 7PM
- **19 - Afternoon Book Club** 2PM
- **19 - One Book Wyoming: Book Discussion & Hemingway Talk** 1PM & 3PM
- **21 - TM: Creepy Candles** 4PM
- **22 - Writer's Bloc** 5:30PM
- **23 - AAL: Trick-or-Treat Bags** 4PM
- **24 - Wyoming History Series** 6:30PM
- **26 - Family Afternoon** 2PM
- **28 - Tween Book Club** 4PM
- **28 - 'Til Death Due You Part Book Club** 6PM
- **29 - Teen Book Club** 6PM
- **30 - AAL: Halloween Party** 4PM

### ❖ NOVEMBER ❖

- **2 - Thanksgiving Cards Workshop** 2PM
- **5 - Bedtime Booktime** 6PM
- **5 - Reading the West Book Club** 6:30PM
- **6 - Wednesday Writers** 10AM
- **6 - AAL: Math Carnival** 4PM
- **7 - Teen Writers** 4PM
- **8 - Adult Coloring Club** 2PM
- **9 - Snow Globe Craftastic Saturday** 2PM
- **12 - Never Too Old Book Club** 6:30PM
- **16 - Afternoon Book Club** 2PM
- **16 - Virtual Reality Demo** 2PM
- **21 - 4Teens@4** 4PM
- **21 - Genealogy Workshop** 7PM
- **23 - Family Afternoon** 2PM
- **25 - Tween Book Club** 4PM
- **26 - Writer's Bloc** 5:30PM
- **26 - Teen Book Club** 6PM

### ❖ DECEMBER ❖

- **3 - Reading the West Book Club** 6:30PM
- **4 - Wednesday Writers** 10AM
- **5 - Teen Writers** 4PM
- **7 - Christmas Cards Workshop** 2PM
- **10 - Never Too Old Book Club** 6:30PM
- **12 - Books on Tap Book Club** 6:30PM
- **13 - Adult Coloring Club** 2PM
- **14 - Harry Potter Craftastic Saturday** 2PM
- **16 - Tween Book Club** 4PM
- **17 - Teen Book Club** 6PM
- **19 - 4Teens@4** 4PM
- **21 - Afternoon Book Club** 2PM
- **26 - Wyoming History Series** 6:30PM
- **28 - Family Afternoon** 2PM

# One Book Wyoming: Hemingway's "In Our Time"

***Betsy O'Neil*** *Adult Services Manager*

Ernest Hemingway once said, "There are two places I love - Africa and Wyoming." Hemingway's special connection to Wyoming is being celebrated this year through the One Book Wyoming program. His first short story collection, "In Our Time," was selected as the 2019 One Book Wyoming by the Wyoming State Library and the Wyoming Humanities Council.

The goal of a One Book program is to encourage individuals in a community to read the same book at the same time, and then participate in discussions about it. "In Our Time" covers many different topics—World War I, war's impact on soldiers, the relationship between humans and nature, and fatherhood and family—which is what makes it such a great book to discuss.

The Library will have a limited number of copies of "In Our Time" to give out starting on Tuesday, September 3rd at the 2nd floor desk. Charles Fournier, a teacher and Hemingway expert, will be at the Library on Saturday, October 19th to lead the community in a discussion of "In Our Time" at 1 pm, and to give a talk about Hemingway's life and his connections to Wyoming at 3 pm.

Reading and discussing "In Our Time" may also inspire you to explore other Hemingway in Wyoming activities, including the "Hemingway Highways" mobile app tour. Just download the free TravelStorys mobile app from the Apple or Google Play store to enjoy stories about Hemingway's connection to Wyoming presented by the Wyoming Humanities Council.


We hope you will join us this fall for One Book Wyoming to learn more about Hemingway—his life and his works—while connecting with others in our community through discussion.

**Natrona County Library**
**307 East Second Street**
**Casper, WY 82601**



Return Service Requested

303

Scott Miller
City Council
200 N David St
Casper WY 82601-1815

***Newsletter funded by the***
***Natrona County Library Foundation***

**NATRONA COUNTY TRAVEL & TOURISM COUNCIL**
**ANNUAL MEETING**
**Friday, October 18, 2019 ~ 11:30 A.M.**
**Visit Casper ~ Casper, Wyoming**
**AGENDA**

**11:30 A.M.** I. Call to Order – Chair Tiffany Gamble
A. Introductions

II. Roll Call *(Meetings: Attended/Excused/Held)*

Kevin Hawley, City of Casper (7/0/8)
Steve Freel, City of Casper (2/0/2)
Renee Penton-Jones, Natrona County *(8/0/8)*
Tiffany Gamble, Natrona County (7/1/8)
Brad Murphy, Town of Bar Nunn (8/0/8)
Ken Thoren, Edgerton *(6/0/7)*
Jim Ruble, Evansville *(6/2/8)*
Michael Cevasco, Midwest *(1/1/2)*
Erik Aune, Mills *(8/0/8)*

III. Consent Agenda:
A. Agenda
B. Minutes: Sept 24, 2019
C. Treasurer's Report: September 30, 2019

V. Old Business:
A. Brand launch/holiday party
B. CNFR Marketing 2020

VI. New Business:
A. Transportation Presentation – Darren Rudloff, Visit Cheyenne
B. Market Segment Update

VII. Communications Reports:
A. Sub-Committee Updates
**a.** I-25
**b.** Transportation
**c.** Advocacy
**d.** Resident Engagement
**e.** Board/Steff Development
B. Staff Reports
C. Community/Organization

VIII. Council Comments

IX. Public Comments

X. Upcoming Council Meeting Date: Tuesday, November 26, 2019

XI. Executive Session

XII. Adjournment

# Natrona County Travel & Tourism Council

## Casper Area Convention & Visitors Bureau

**PUBLIC MEETING MINUTES**
**TUESDAY, SEPTEMBER 24, 2019 ~ 11:30 AM**
**CASPER, WYOMING**

I. **CALL TO ORDER**

Mrs. Gamble called the public meeting of the Natrona County Travel & Tourism Council to order Tuesday, September 24, 2019, at 11:32 a.m. at the Casper Area Convention & Visitors Bureau. Roll call determined the presence of a quorum.

II. **ROLL CALL**

| | |
|---|---|
| Present: | Tiffany Gamble, Natrona County<br>Brad Murphy, Town of Bar Nunn<br>Renee Penton-Jones, Natrona County<br>Jim Ruble, Town of Evansville<br>Erik Aune, Town of Mills<br>Steve Freel, City of Casper<br>Kevin Hawley, City of Casper<br>Mike Cevasco, Town of Midwest |
| Excused: | Ken Thoren, Town of Edgerton |
| Also Present: | Brook Kaufman, CEO<br>Amanda Scherlin |

III. Moved by Mr. Hawley, seconded by Mrs. Penton-Jones and carried without dissent to approve the consent agenda as presented. (Exhibit 1)

## OLD BUSINESS

IV. **TOURISM IMPROVEMENT DISTRICTS**

Ms. Kaufman spoke with John Lambeth of Civitas to flush out who will be the contract holder in 2019/2020, Visit Casper or the Wyoming Travel Industry Coalition. Mr. Brown, the Executive Director, anticipates WTIC will be the contract holder. He's reaching out to WTIC members now to confirm financial support.

V. **CLARION TOUR DATES/OPEN HOUSE**

Visit Casper staff and board members have been invited to attend the Clarion's open house Wednesday, October 16, 2019, from 5:00pm – 7:00pm. Several board members are planning to attend; tours will be provided.

VI. **OXFORD ECONOMICS UPDATE**

Ms. Kaufman shared that Oxford Economics is still working on the I-25 research proposal. She anticipates she'll have something to share with the board in early October.

## NEW BUSINESS

I. **AIR SERVICE UPDATE**

Glenn Januska, the General Manager of the Natrona County International Airport, gave the board an update on air service in the County. Enplanements are up, typically people who fly out of Casper are business travelers. There is nothing concrete about adding service, but both Delta and United have added additional capacity through slightly larger aircraft. There is also interest in adding a leisure market carrier. In regard to ticket prices, airlines will always charge what people are willing to pay. When asked what Visit Casper could do to help improve service, Mr. Januska said to continue providing letters of support and to let him know when expanded service is necessary for events.

II. **MARKETING UPDATE**

Ms. Scherlin, Marketing Manager for Visit Casper, presented the new campaign that will roll out in the fall of 2019. In addition to a new positioning statement and copy, the campaign will be presented across multiple platforms including audio, video, digital and traditional media. Look for details on a brand launch event in the coming weeks.

III. **3x3 BASKETBALL TOURNAMENT**

Kim Dennis, owner of World Events, has expressed interest in returning to Casper in 2020 to produce the 3x3 Oil City Street Slam. After reviewing cost and operational requirements, the board has elected not to move forward with the event.

IV. **CNFR FINANCIAL RE-ALLOCATION**

Ms. Kaufman asked the board for feedback on the direct sales effort to increase ticket sales at CNFR. Specifically, Ms. Kaufman wanted guidance on whether the board would like to facilitate that effort again or ask partners to re-allocate their financial commitments to try to drive sales in new ways. The next step will be a meeting with NIRA, members of the committee, the County, City, Events Center and Visit Casper. The sentiment of the board is that Visit Casper will continue to work diligently to retain and grow the event.

V. **LEGISLATOR MEETINGS**

Ms. Kaufman will be scheduling legislative meetings in October/November to share industry priorities with Natrona County Legislators. Board members will be asked to participate.

VI. **SUB-COMMITTEE UPDATES**

Ms. Kaufman updated the board previously on the status of I-25 research. She will also schedule a meeting with Mr. Murphy and Mr. Hawley to explore transportation. The advocacy group met in September, an outcome was a meeting with DDA and the Chamber on leveraging and combining resources. Mr. Ruble and Mr. Thoren have met to explore next steps on resident engagement and how to expand the reach of 5150 Local.

VII. **STAFF REPORTS**

No questions. (Exhibit 8)

VIII. **COMMUNITY ORGANIZATION**

Mr. Murphy mentioned that *We Will Rock You* tickets are available and to contact him if interested. Ms. Kaufman thanked the Ramkota hotel for their excellence in handling the Wyoming Association of County Officials convention.

IX. **PUBLIC COMMENTS – NONE**

X. **EXECUTIVE SESSION - NONE**

XI. **NEXT COUNCIL MEETING:** Friday, October 18, 2019.

XII. **ADJOURNMENT:** Moved by Mr. Hawley, seconded by Mr. Ruble and carried without dissent to adjourn the meeting at 1:15pm.

Tiffany Gamble, Chair

Kevin Hawley, Secretary

**Natrona County Travel and Tourism Council**
**Statement of Revenue and Expense**

| | September | Y-T-D | Budget | % |
|---|---|---|---|---|
| **INCOME** | $218,192 | $656,228 | $1,719,663 | 38% |
| **EXPENSE** | | | | |
| ADMINISTRATION | | | | |
| Office Expense | $5,841 | $30,797 | $189,900 | 16% |
| Staff | $35,575 | $113,447 | $651,929 | 17% |
| Total Administration | $41,416 | $144,244 | $841,829 | 17% |
| MARKETING | | | | |
| Grants/Sponsorships | $2,125 | $10,325 | $105,200 | 10% |
| Total Grants/Sponsorships | $2,125 | $10,325 | $105,200 | 10% |
| SALES | | | | |
| Promotional Items | $556 | $3,205 | $20,000 | 16% |
| Printing | $132 | $780 | $8,000 | 10% |
| Tradeshow Registration | $0 | $0 | $17,870 | 0% |
| Staff Travel | $2,649 | $7,654 | $27,000 | 28% |
| Board/Partner Travel | $116 | $3,699 | $10,000 | 37% |
| Business Development | $50 | $5,142 | $10,500 | 49% |
| Business Retention | $0 | $0 | $18,500 | 0% |
| FAM Tours | $0 | $10 | $11,000 | 0% |
| Research | $0 | $0 | $0 | 0% |
| Public Relations | $9,640 | $25,649 | $155,000 | 17% |
| Event Expense | $1,412 | $7,736 | $55,500 | 14% |
| Memberships | $151 | $361 | $10,000 | 4% |
| Sponsorships | $544 | $10,933 | $70,000 | 16% |
| Legislative/Issue | $0 | $0 | $2,500 | 0% |
| Total Sales | $15,250 | $65,170 | $415,870 | 16% |
| ADVERTISING/MARKETING | | | | |
| Banners/Displays/Signs | $435 | $1,601 | $8,000 | 20% |
| Print Advertisements | $0 | $600 | $21,000 | 3% |
| Billboards/Out of Home | $0 | $0 | $15,000 | 0% |
| Broadcast Media | $0 | $0 | $3,500 | |
| Digital/Social Marketing | $268 | $6,628 | $67,250 | 10% |
| Content Production | $1,299 | $5,899 | $113,500 | 5% |
| Website | $0 | $12,700 | $63,515 | 20% |
| 2019 Visitors Guide | $0 | $0 | $65,000 | 0% |
| Total Marketing | $2,002 | $27,427 | $356,765 | 8% |
| Total Expenses | $60,793 | $247,166 | $1,719,663 | 14% |
| **INCOME IN EXCESS OF EXPENSES** | $157,399 | $409,062 | | |

## INTRODUCTION

The scope of service as stated in the RFP issued on October 10, 2018 is as follows:

The Scope of Services required includes evaluating the current conditions and anticipated needs of both the Police Department and the Fire-EMS Administration and Station No. 1. Consultants are to ultimately provide the assessment and practicality for potential options for both departments. The options to be studied and presented for each department are: 1) remain in the municipal campus setting and provide additions/remodels to current locations; 2) relocate the departments to new sites within proximities appropriate for the utmost functionality; and 3) a combination of one department or the other remaining within the municipal campus while relocating one department or the other to a new location.

The study report document is provided in two volumes 1 - contained herein – covers the entirety of the work scope involving the Police Department and Courts. Volume 2 covers the entirety of the work scope pertains to the Fire Department and EMS.

**Primary activities and objectives of the Needs Study are as follows:**

- Define current personnel, activities, and support functions.
- Document projected staffing increases.
- Determine current and future facility space requirements.
- Determine operational relationships of the personnel, activity, and support spaces.
- Develop site requirements.
- Determine the minimum site requirements necessary to develop a new facility
- Analyze sites that have been identified for possible project development.
- Perform an evaluation of the existing facility's capacity to meet current and future needs of the Police and Courts.
- Perform an evaluation of other properties with existing building structures for development to meet the needs of the Police and Courts.
- Estimate building and site development construction costs for identified development scenarios and compare and contrast both, strengths and weaknesses of each development scenario and project costs.

## STUDY PROCESS

The study process began with on-site meetings on April 9th – 11th, 2019 with James Estes and JoLaina Greenhagen of Police Facility Design Group, and managers and personnel of the Casper Police Department and Courts. Information-gathering meetings provided an understanding of present and future department functions. Discussions with department representatives focused on how they currently operate, and how they could operate more efficiently without consideration for the way they currently operate under the constraints imposed by their existing building. To assist the architects in developing a facility program, one aspect of the meetings catalogued current budgeted personnel, and looked at the accessory support space they need to conduct routine operations. A tour of the existing facilities was conducted to support documentation of deficient conditions and typical usage of current space.

**The following outlines the details of the process, which resulted in the final outcome documented in this report:**

- Meetings were conducted in group interview format. This provided the insight into what makes these specific departments unique, and how the law enforcement in the region is evolving. This is followed by a similar discussion

pertaining to each department and how the issues they face are impacted by their facility. Department personnel are asked to think beyond the envelope of how they currently operate, focusing on how they should operate if not for the constraints of deficient space. Understanding these factors, blended with the understanding of traditional law enforcement space needs, allows the development of a building program specifically tailored to the needs of Casper Police Department and Court personnel.

- Development of a list of optimal functional elements for current needs, through meetings and/or surveys with department administrators, provided a breakdown of the proposed building into each distinct element. (Functional elements are comprised of personnel, activities, and accessory support space. The list includes each distinct function, which in the design phase will become a room or space). Utilizing department personnel input, these elements are increased where necessary to meet the anticipated future needs.

- Utilizing PFDG's database developed from nearly 300 similar facilities around the country, space is established for each functional element based upon space standards necessary to accommodate specific operations. This method brings credibility to the establishment of the building size (which directly affects construction costs), and provides the highest level of assurance that the facilities will be useful at building occupancy, and for an acceptable time period in the future.

- Optimal internal adjacencies, or spatial relationships, between personnel, activities, and corresponding support functions are developed with the assistance of department personnel and reflected in the preliminary plan layout. Input to the architects through this process allows Casper personnel the opportunity to influence how the building will ultimately be designed to meet their department's specific operational needs.

- Develop alternative building configurations to establish probable building footprints. Establish parking and other site use elements. Develop site density usage to determine the minimum and maximum site area requirement for building development.

- Identify the various scenarios for developing facilities that will support the programmatic requirements. These include; new facility construction, modification and reuse of the existing facilities, and potential use of existing buildings on identified properties.

- Estimate construction costs to develop facilities for each scenario. Estimates are derived by applying current square footage and unit costs for police and court facilities built around the country, adjusted to the Casper region. PFDG maintains a cost database compiled from new facilities planned by PFDG and buildings planned by others. Utilizing typical square footage costs ensures that the building construction budget is sufficient without being overly ambitious.

**Personnel Growth Accommodation**

While well designed public safety buildings can be renovated to support future growth of the occupying department, the fortified nature of the building's construction, along with the distributed placement of future staff throughout the building, makes renovation and expansion of the building to accommodate personnel growth in a department extremely costly. Like public safety departments all over the country, Casper elected to plan for a building that will support 20-years of staff growth. This 20-year planning period reflects the point at which the building would – theoretically – be a perfect fit for the Casper Police Department, though the building may effectively support the department's space needs for many years after that period without significant expansion, based on how the City of Casper and the Department actually grow.

Given that the number of personnel in the department is the primary determinant of the space requirement, a properly sized building requires projecting the appropriate number of personnel who will occupy the building. Architects worked with public safety managers in ascertaining likely personnel growth in the department over the next 20-years. These discussions were informed by current City of Casper population estimates, US census information and historical population increase rates over the last several decades. Current personnel counts were adjusted to reflect understood increases in staffing that should occur in the short term. The department personnel increase forecasted to the future reflects an understanding that the level of service to the citizens of Casper should be maintained.

| DEPARTMENT DIVISION | 2019 PERSONNEL | 2039 PERSONNEL |
|---|---|---|
| Administration | 6 | 9 |
| Support Services | 13 | 22 |
| Evidence & Property | 3 | 4 |
| Communications | 21 | 27 |
| Investigations | 17 | 25 |
| Patrol | 91 | 118 |
| **POLICE PERSONNEL TOTALS** | **151** | **205** |
| Court | 10 | 18 |

**National Space Standards**

Once all personnel, activities, and support functions were identified through group meetings, square footage was assigned to each element. A determination of space for each element can be very subjective. Therefore, accurately assigning the appropriate amount of space is based upon area derived from a database of previously designed facilities and tailored to fit the way the Casper Police Department and Court needs to operate. One component factored into the determination of space assigned to a specific Functional Element is the use of planning standards for public safety facilities. This can come in many forms but is primarily related to the size of a workstation, seating, or table requirement to perform a task, or multiple tasks within the functional element. It can also be a standard for a room size based on the area required to perform a known set of tasks. Application of space standards protects against overbuilding or premature obsolescence from providing a space of insufficient size.

## SPACE NEEDS PROGRAMMING

A summary of the space needs requirements for the Casper Police Department and Court is listed in the table below.

| DIVISION | 2019 SPACE | 2039 SPACE |
|---|---|---|
| Administration | 1,790 | 2,340 |
| Support Services | 6,395 | 7,540 |
| Evidence & Property | 3,405 | 3,860 |
| Communications | 2,850 | 3,855 |
| Investigations Division | 4,890 | 5,740 |
| Patrol Division | 4,070 | 4,740 |
| Detainee Intv./ Interrog. | 2,270 | 2,270 |
| General Building Support | 10,880 | 12,881 |
| **Subtotal (Net Area)** | **36,550** | **43,226** |
| Accessory Space | 1,097 | 1,297 |
| Circulation Space | 10,165 | 12,021 |
| Walls & Unusable Space | 4,303 | 5,089 |
| **Police Building Total** | **52,114** | **61,633** |
| Court | 6,015 | 7,365 |
| Accessory Space | 180 | 221 |
| Circulation Space | 1,549 | 1,896 |
| Walls & Unusable Space | 697 | 853 |
| **Court Building Total** | **8,441** | **10,336** |
| Fleet Garage | 6,050 | 6,050 |
| Range/ Training | 6,345 | 6,345 |
| Walls & Unusable Space | 1,116 | 1,116 |
| **Fleet Garage & Training** | **13,511** | **13,511** |
| **TOTAL** | **74,066** | **85,479** |

## SITE DEVELOPMENT SCENARIOS

With the establishment of the space need program above, the focus of the report turns to identifying and evaluating development scenarios that provide the best outcome for designing and constructing facilities that meet the programmed space and provide the best long-term value.

Four development scenarios were identified. They include, 1) Reuse of the existing Hall of Justice by renovating existing space and expanding the floor space by constructing a new addition, attached to, and/or immediately adjacent the current structure; 2) a building of new construction on a clean site to be identified; 3) renovate and expand the former Sears space in the East Ridge Mall; and, 4) renovate and expand the former Star-Tribune building.

*The cost estimates associated with each development scenario reflect building and site construction cost today for comparison. Other project costs for design and engineering, FF&E, and future escalation require consideration.*

**Option 1, Hall of Justice.** Evaluating the Hall of Justice also included consideration of Police use space in other structures in close proximity to the Hall of Justice. These "other" buildings are the City Center Building and the Market Street Garage and Storage Building. Public safety departments the size of Casper recognize that dispersing staff across multiple buildings is operationally inefficient. The remedy for addressing this deficiency is, typically, to construct buildings that house all staff under a single roof. This is especially true for the Administrative, Support Services, and Investigations Divisions, including all storage needs these divisions require. For this reason, a long-term solution that includes the continuing use of the Hall of Justice necessitates the abandonment of the City Center and Market Street buildings, and

moving their functions into the renovated Hall of Justice.
Any renovation and expansion to the Hall of Justice assumes that the County would agree to the plan. Casper Police currently occupy about 22,000 square feet of space that could reliably be considered for their continued use. Given this relatively small percentage of the area requirement of the programmed space need, a new construction addition would make up a significant portion of the overall project.

Construction of any attached structure to an existing structure carries additional risk with regard to construction conditions that are difficult to predict prior to the occurrence of actual construction. This means costs can be harder to estimate early and the risk of Change Orders increases. Minimizing the impact on ongoing operations in the existing building while construction occurs immediately adjacent is also challenging to both operations and construction. How contractors react in their pricing to this added complexity is also difficult to predict in preliminary estimates.

Opting to advance the Hall of Justice development scenario carries with it many hurdles to bringing the existing space up to meet the requirements of current codes and ADA requirements. Yet the greatest challenge with Option 1 involves the identification of sufficient site area immediately adjacent that will support the required footprint addition. After considering the potential for street closures to accommodate the added footprint and determining the undesirable nature of this, combined with extensive costs associated with utility relocation, our evaluation determined that if an expansion to the Hall of Justice was the preferred development scenario to advance, the most reasonable option to put forth would be the placement of it on the current County parking lot to the immediate south of the Hall of Justice.

The proposal developed under this option would be the development of a basement level parking garage with two floors built over it. This garage would replace County parking lost to the building footprint built upon it. The two floors of Police and Courts space built above the basement garage would meet the programmed space need.
The only probable solution to this option, when paired with the basement garage parking to replace the existing County parking results in new construction of square footage nearly identical to that of an new building on an unidentified site, in addition to the renovated space in the existing Hall of Justice.

Even with the County parking lot, the site area is less than two acres and relies on the current parking lot across the street for police vehicles. Even with a new building addition, the current parking situation is not addressed and remains inadequate.

| **Hall of Justice Cost:** | |
|---|---|
| Renovated Space | $ 5,387,520 |
| New Addition | $28,806,163 |
| Site Development | $ 962,000 |
| **Total Construction Cost** | **$35,155,683** |
| | |
| Acquisition Cost | $ 0 |

**Option 2, new construction on an unidentified site.** New facilities are the most predictable with regard to meeting an expected outcome while maintaining an established budget. Starting with a clean slate is the best way to ensure that all planning objectives can be met as there are few if any existing impediments to impact the goals. Our planning for new facilities is based on planning standards for police facilities built around the Country, tailored to Casper's specific needs. This ensures credible planning solutions with regard to space, quality, and cost.

While our planning proposal for new construction is based on an

actual site centrally located in Casper, this option could be developed on most any desired property of approximately eight acres in Casper. Our planning for new construction on eight acres affords design flexibility of the building structure, sufficient parking with designated and secure parking for Police fleet vehicles, and room for expansion beyond the needs of the 20-year planning period. New construction on a sufficient site will serve not only the Casper Community today, but for the next generation to come.

**New Construction:**

| | |
|---|---|
| Renovated Space | $ 0 |
| New Space | $33,007,175 |
| Site Development | $ 2,478,920 |
| **Total Construction Cost** | **$35,486,095** |
| | |
| Acquisition Cost | (Undetermined) |

**Option 3, former Sears space, East Ridge Mall.** The former Sears space consists of approximately 70,000 square feet of enclosed space on one level. The interior is relatively open and unobstructed which would minimize demolition cost prior to renovating the interior. The requirement for new expanded space is relatively small at about 15,000 square feet. The site area the shopping center will commit to dedicating to the City project is relatively undetermined, but the potential for space is more than sufficient to meet the programmed requirement. Most of this site area is currently constructed as parking and most of it would be used for parking in the public safety project.

While our evaluation has determined that there is an opportunity for construction cost savings versus new construction there are serious concerns. Chief among these concerns is the party wall the Police Department would share with an unknown neighbor in the adjacent mall space. Additionally, the mall is designed as retail space and is intended to move large numbers of both pedestrians and vehicles through it and around it. Sound security planning for public safety facilities intends to control and minimize traffic around the building and is in opposition to this style of planning use.

The design of this space to serve a large retail tenant results in a high floor to deck ratio when compared to most public safety buildings. At approximately 22 feet for the former Sears space, this compares to a height of about 14 feet for most police buildings. The taller space results in a much greater volume of space within the building insulation envelop and would result in substantially higher energy costs year after year.

As stated prior, our evaluation concludes that there is an opportunity to see construction cost savings in renovating and expanding this space. But this savings may be decreased or even eliminated depending on a final agreed upon sales price.

**East Ridge Mall:**

| | |
|---|---|
| Renovated Space | $19,663,920 |
| New Addition | $ 5,047,830 |
| Site Development | $ 2,642,000 |
| **Total Construction Cost** | **$27,353,750** |
| | |
| Acquisition Cost | (TBD, Est. 3-8 million) |

**Option 4, Star-Tribune Building.** The existing building structure consists of approximately 47,000 square feet and will require a new building addition of 38,000 square feet to meet the programmed need. The building itself is complex and cut up in its massing and may create difficulties in efficiently using space. The new addition to the existing building would be required to be a two-story space and, again, does not lend itself to working well with the odd shaping of the existing structure.

The current star-Tribune site area is just over 4 acres. The existing programmed space requirement including building and parking fit on the existing site but are extremely tight. The railroad tracks and potential for a hazardous chemical spill merely feet behind the building represent a threat to a 24/7 critical use building operation such as that of a police building. Additionally, the building sits at an undesirable location for a public safety building being at the end of a dead-end road.

When the acquisition cost of the property is factored in along with the prudent long-term need to acquire some additional acreage for future needs, the final project costs are similar to that of new construction.

| **Star-Tribune Building:** | |
|---|---|
| Renovated Space | $15,261,439 |
| New Addition | $15,017,220 |
| Site Development | $ 1,642,000 |
| **Total Construction Cost** | **$31,920,659** |
| | |
| Acquisition Cost | (TBD, Est. 2.8 million)* |

*Does not include additional adjacent properties desired

## SUMMARY CONCLUSION

Deficiencies in the current facilities are readily apparent with the most obvious being a severe shortage of space to conduct routine public safety operations. The Department currently occupies approximately 40,000 square feet of space in three different buildings, plus space on a long-term lease for Communications. This is just over one-half of the space the Department needs today, and less than half the space (46%) they will need in 20-years. Given the space is not in one single building makes the space shortage and operational efficiencies even worse.

Further issues relate to the age and condition of the existing facilities, ADA and code deficiencies, and security weaknesses. The existing facility and site do not appear to be a viable candidate for long-term police department and court usage as it cannot support parking needs and long-term future growth. The expense, as well as the impact to ongoing law enforcement operations, to correct deferred maintenance issues and to marginally address space issues does not appear to be a prudent investment of public funds. These issues are further complicated due to a lack of total control over the building environment given County ownership of the building.

Making a determination as to the feasibility for renovating any building assumes the building to be renovated can be made to perform functionally on par with that of a new building, and how the cost to do so compares to that of new construction. Each of the three identified renovation scenarios can be compared to the scenario involving new construction for comparison.

Without designing final plan layouts for each renovation scenario, we did develop detailed cost estimates for each based on our extensive experience with this building type. Given our attention to ensuring that we adequately covered all costs we would anticipate, it must be acknowledged that renovation projects are, and will, always be riskier to predict what construction costs will actually be when contractors bid the work. This is because they have to assess the cost risks they face when performing work on and around ongoing business operations of the police department, delays associated with phased projects, and uncovering unforeseen conditions once they "tear" into the project.

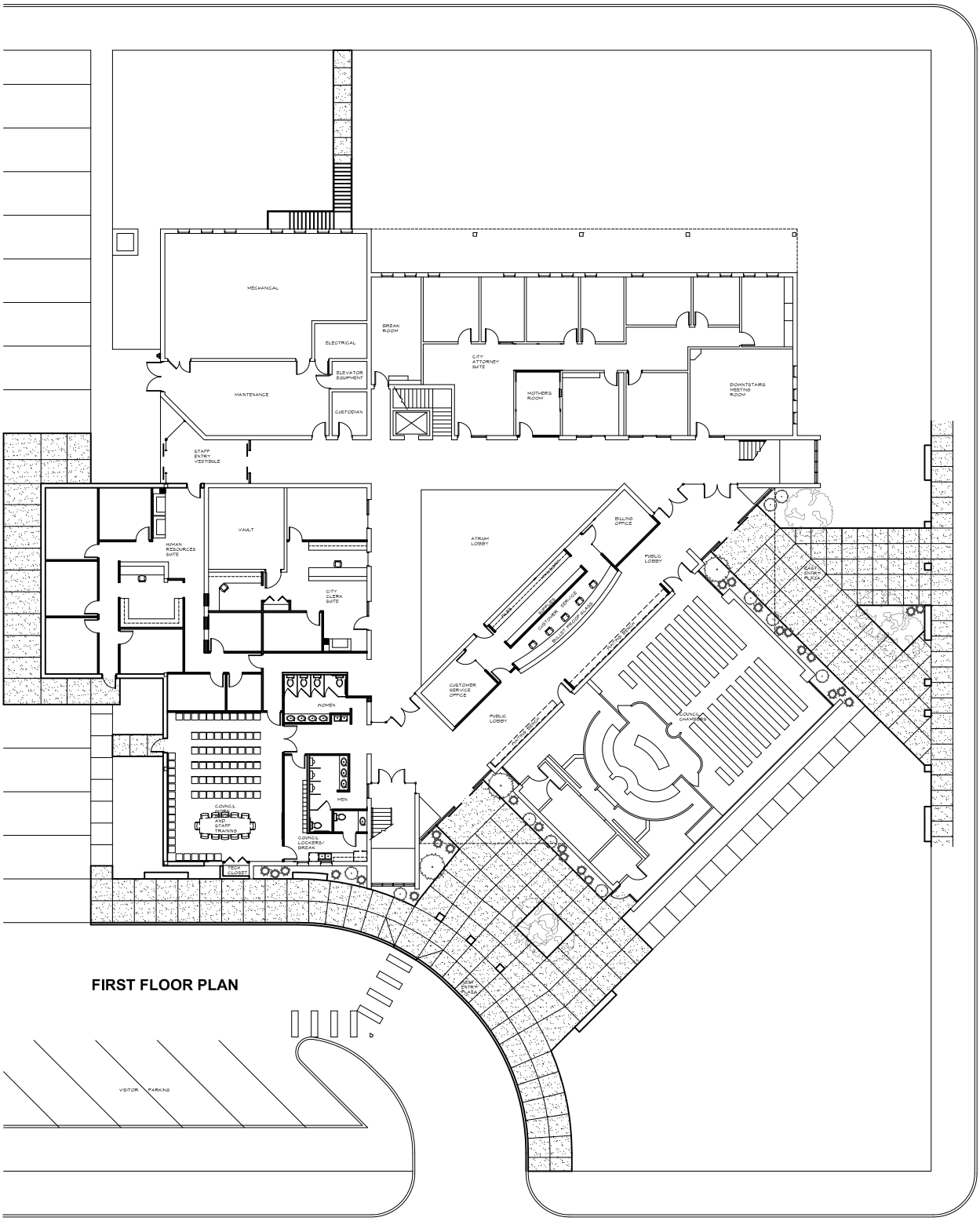
Given the greater uncertainty of predicting costs associated with

renovation projects, the lower predictability with regard to maximizing the functional outcome of same due to the impact of existing facility constraints on the design, we believe new facility construction is likely to result in the best long-term value and would recommend it as the best investment if constructed on a site of eight or more acres.

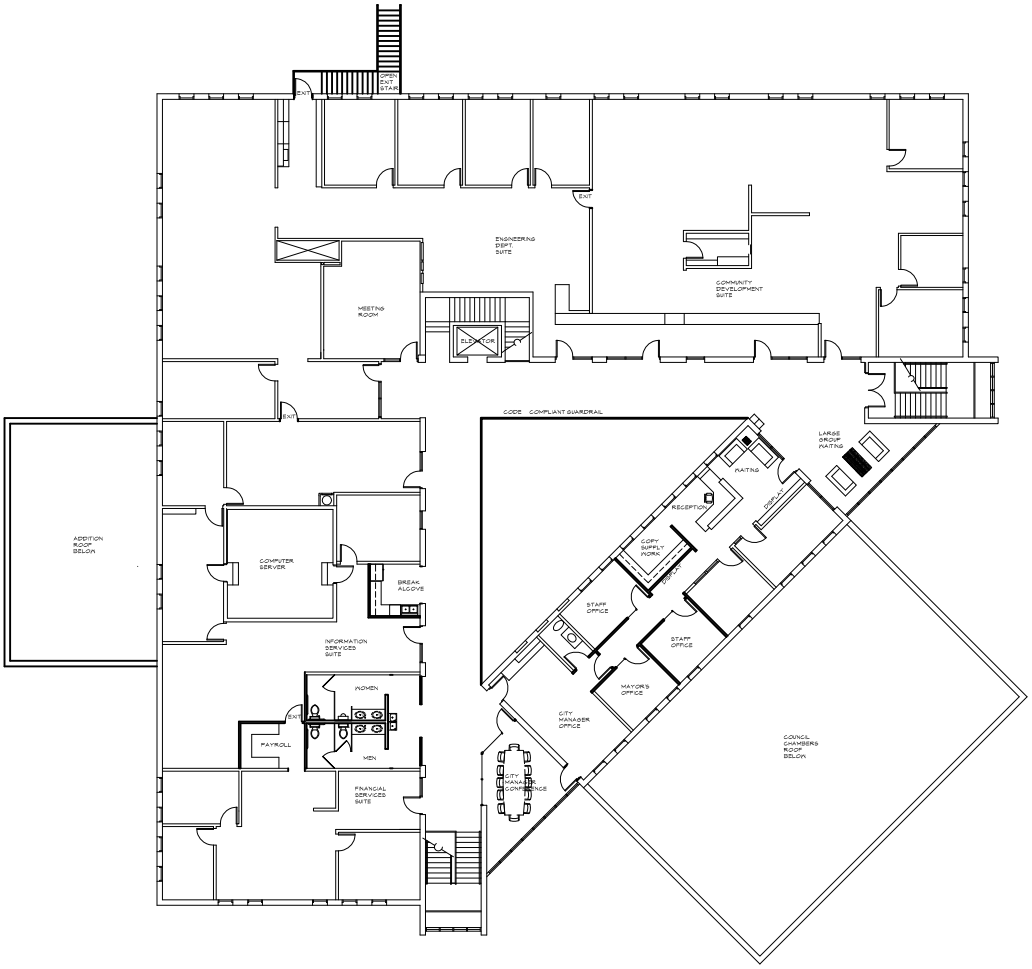
Of the renovation/ expansion scenarios, the East Ridge Mall represents the best opportunity for success of these. It presents a building envelop configuration that would appear to readily support the placement of the programmed space in an efficient manner. We can predict with a good degree of accuracy what systems will need to be replaced and their cost. And our best detailed estimates reflect a significant enough savings that even if we encounter construction conditions that require unforeseen expenditures, the overall project will still result in cost savings. But this savings does come with a security compromise given the party wall, surrounding traffic, and open access all around the building exterior.

We believe the Star-Tribune Building is not a good candidate for consideration. While we like its overall location in the community, the railroad tracks and dead-end street give us cause for concern. Making a substantial investment in such a small site that will not support future expansions, requires the acquisition of neighboring properties to be viable for long-term value. And we think the existing building configuration and structure lends difficulty towards achieving a successful design outcome.

We do not believe the existing Hall of Justice is worthy of further consideration for continuing use for police operations. The existing space is poor and would be expensive to bring up to standard. The separate buildings concept should be abandoned. The resulting development of this option would be the equivalent of building a totally new building in an area where the land to support it is not available, and the location is difficult to construct upon.




**FIRST FLOOR PLAN**




**SECOND FLOOR PLAN**

Oct. 17, 2019

**Fire Preparedness Changes**

After our compost fire, we met with City fire chiefs to formulate a new plan and implement changes.

1) To assist in firefighting activity an additional hydrant was installed on the South West corner of the compost yard. (See exhibit A)
    - This doubles maximum flow to 3000 gallons per minute. 1500 per hydrant.
    - Avoids blocking the water fill station with hose lays when fire trucks are on site, allowing staff to assist with the water truck (5k gallons)
2) The water truck we have is modified to have a smooth bore monitor on the top of the truck controlled from inside the cab.
        - The truck also features a fire hose connection so it can be connected to a hydrant 5 inch line, and a 1 ½ line on a hose real.
        - We purchased 300 feet of 5" fire hose to supply it if need be.
        - This makes it functionally a water tender or small pumper unit.
        - It has all regular construction water truck fittings for front side and rear deluge fittings actuated from inside the truck.
        - We keep firefighting foam at the special waste building to add to the trucks water if we need to.
3) Firefighting foam was determined to be a great asset in keeping hot embers from blowing in the wind and spreading fire.
    - Our preplan with city fire Dept. now includes the use of foam.
    - We verified the use of our class of foam to be environmentally responsible.
4) We have a posi-shell machine that was rebuilt after our compost fire.
    - The posi-shell allows us to encapsulate landfill or compost fires in a concrete shell.
    - This approach uses the principle of starving the fire of oxygen to help extinguish large piles that are too big to have water be effective on its own.
    - Two pallets of cement are kept onsite to allow us to respond immediately now.
5) We made an SOP to determine if grinding operations can take place based on weather conditions (see attached) It shows humidity and temperature as well as wind speed to determine if it is ok to grind.
    - It also established protocol on inspecting equipment and other best management practices involved in being fire safe.
    - A fire line is in the SOP to be built with our road grader if a fire starts in the compost yard as a proactive step to help with containment. The line would run from the river north along our east property line towards stuckenhoff shooters complex.
6) A concrete wall of large blocks was constructed on the east side of the compost sale yard to help prevent wind-blown embers from leaving the yard. A sprinkler system

capable of wetting the area of the Stuckenhoff road to the fence line was installed to form a wet fire line in the area was installed. The fact that this area is pavement and saturated earth helps this to be a very good measure to stop fire spread.

7) We placed large no smoking signs in the compost yard near the tree pile, and added no smoking language to the clerk's direction script on using the yard when they screen loads at the gate.
8) We installed better video coverage of the yard to help enforce our rules.
9) We contracted a firm to design and build a fire monitoring system to detect rapid heat rise in compost piles and actuate a call to dispatch to improve response times.
10) Fire line added around the area that we store wood chips in from storm Atlas will help to prevent fire spread in that area. That fire fuel load is being reduced by using chips as bedding to stabilize windmill blades in the C and D landfill.
11) We mow and clean the ditch of combustible materials each season to reduce the chance of fire spread.
12) A thermal camera was purchased to evaluate the overall heat of each pile.
13) Daily cleaning of compost yard equipment is continuing, and was called out by the fire investigator hire by our insurance as being the best he had seen in his career.
14) Piles of wood chips are limited to 50 feet long by 25 feet wide by 16 feet tall. To help eliminate heat of compression in the pile and to allow piles to be isolated better.
15) Our large 4-inch chip pile is made with a ramp on the up wind side to allow access to the top of the pile to fight fire.
16) We have an operational practice of knocking piles that are too hot or have a fire down to between 3-4 feet tall over a large surface area to let heat out and allow the water truck to have the ability to drive over them with the deluge heads open.
17) Piles are turned to manage heat buildup in active compost rows. Moisture levels help to make the rows more predicable by limiting the rate of composting.
18) A sand pile was added in the yard to make material readily available if a small, pile needs smothered.
19) Staff regularly evaluates the size of the tree pile to make grinding decisions based on fuel load.


MOWED AREA
RAMP ON PILE OF 4"
NO SMOKING SIGN
TREE PILE SIZE EVALUATED
NEW HYDRANT

FIRE LINE CUT IN EVENT OF FIRE ON EAST PROP. LINE.

Wyoming Association of Municipalities
Building Strong Communities

**MEMORANDUM**

**TO:** **Municipal Treasurers**

DATE: October 15, 2019

FROM: Earla Checchi

**SUBJECT:** **Quarterly Distribution of Mineral Royalties Tax**

Attached is the ***quarterly distribution of the Mineral Royalties Tax*** to Cities and Towns. Your Municipality should receive the distribution shortly after.

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

315 West 27 St. • Cheyenne, WY 82001 • tel: 307.632.0398 • fax: 307-632-1942 • www.wyomuni.org

**WYOMING STATE TREASURER'S OFFICE**
**INCORPORATED CITY & TOWN FMR DISTRIBUTION**
**W.S. 9-4-601 (A)(V)**

**October 2018**

**99 GAX**

| CITY/TOWN | AMOUNT | CITY/TOWN | AMOUNT |
|---|---|---|---|
| Afton | $48,508.53 | LaGrange | $19,561.54 |
| Albin | $14,051.98 | Lander | $126,925.80 |
| Alpine | $29,480.71 | Laramie | $197,454.76 |
| Baggs | $18,613.26 | Lingle | $19,765.19 |
| Bairoil | $13,110.68 | Lost Springs | $12,046.02 |
| Bar Nunn | $35,593.74 | Lovell | $51,365.68 |
| Basin | $34,800.79 | Lusk | $49,904.82 |
| Bear River | $21,376.77 | Lyman | $40,851.10 |
| Big Piney | $26,429.21 | Manderson | $13,756.65 |
| Buffalo | $70,598.72 | Manville | $14,116.12 |
| Burlington | $16,437.85 | Marbleton | $37,513.92 |
| Burns | $15,412.39 | Medicine Bow | $14,332.20 |
| Byron | $24,137.65 | Meeteetse | $18,701.00 |
| Casper | $529,304.23 | Midwest | $18,756.15 |
| Cheyenne | $691,436.29 | Mills | $47,234.08 |
| Chugwater | $14,357.23 | Moorcroft | $32,434.42 |
| Clearmont | $13,542.33 | Mountain View | $30,849.77 |
| Cody | $122,747.70 | Newcastle | $50,855.28 |
| Cokeville | $24,356.50 | Opal | $13,678.92 |
| Cowley | $25,093.02 | Pavillion | $15,432.76 |
| Dayton | $23,302.35 | Pine Bluffs | $27,799.31 |
| Deaver | $14,742.83 | Pine Haven | $23,466.66 |
| Diamondville | $27,889.23 | Pinedale | $56,055.98 |
| Dixon | $12,796.56 | Powell | $86,462.07 |
| Douglas | $85,323.12 | Ranchester | $24,374.32 |
| Dubois | $29,467.72 | Rawlins | $91,034.61 |
| East Thermopolis | $14,337.37 | Riverside | $12,427.02 |
| Edgerton | $13,812.99 | Riverton | $175,927.41 |
| Elk Mountain | $13,568.49 | Rock River | $13,450.64 |
| Encampment | $18,695.39 | Rock Springs | $256,373.15 |
| Evanston | $167,194.66 | Rolling Hills | $20,039.52 |
| Evansville | $38,568.91 | Saratoga | $28,878.23 |
| Fort Laramie | $14,341.87 | Sheridan | $205,877.37 |
| Frannie | $14,341.51 | Shoshoni | $24,561.65 |
| Gillette | $391,633.87 | Sinclair | $18,555.78 |
| Glendo | $14,279.39 | South Superior | $18,499.68 |
| Glenrock | $45,490.23 | Star Valley Ranch | $41,285.64 |
| Granger | $13,456.45 | Sundance | $35,423.67 |
| Green River | $146,133.22 | Ten Sleep | $15,017.30 |
| Greybull | $43,460.76 | Thayne | $21,400.90 |
| Guernsey | $27,753.47 | Thermopolis | $42,689.55 |
| Hanna | $21,906.26 | Torrington | $81,193.31 |
| Hartville | $12,689.38 | Upton | $26,163.55 |
| Hudson | $21,791.86 | Van Tassell | $12,334.12 |
| Hulett | $21,600.54 | Wamsutter | $19,725.62 |
| Jackson | $147,115.10 | Wheatland | $55,328.55 |
| Kaycee | $15,189.20 | Worland | $78,676.66 |
| Kemmerer | $61,450.21 | Wright | $37,823.62 |
| Kirby | $12,846.61 | Yoder | $13,537.48 |
| LaBarge | $24,636.32 | TOTAL | $5,689,125.00 |
| | | | $5,689,125.00 |

Frannie:

| | |
|---|---|
| Park County | $215.04 |
| Big Horn County | $14,126.47 |
| Total | $14,341.51 |

Wyoming Association of Municipalities
Building Strong Communities

**MEMORANDUM**

**TO:** **Municipal Treasurers**

DATE: October 15, 2019

FROM: Earla Checchi

**SUBJECT:** **Quarterly Distribution of Severance Tax**

Attached is the ***quarterly distribution of the Severance Tax*** to Cities and Towns. Your Municipality should receive the distribution shortly after.

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

315 West 27 St. • Cheyenne, WY 82001 • tel: 307.632.0398 • fax: 307-632-1942 • www.wyomuni.org

**WYOMING STATE TREASURER** 

**Mineral Severance Tax for Cities and Towns**

**W.S. 39-14-211(ii) 39-14-801(viii)**

**October 2019**

**Alphabetically by City**

**99 GAX**

| City/Town | Amount | City/Town | Amount |
|---|---|---|---|
| Afton | $17,769.87 | LaGrange | $4,154.96 |
| Albin | $1,678.68 | Lander | $70,458.08 |
| Alpine | $7,679.25 | Laramie | $285,792.49 |
| Baggs | $4,080.76 | Lingle | $4,340.45 |
| Bairoil | $983.09 | Lost Springs | $37.10 |
| Bar Nunn | $20,542.93 | Lovell | $21,887.73 |
| Basin | $11,917.68 | Lusk | $14,533.08 |
| Bear River | $4,813.45 | Lyman | $19,513.47 |
| Big Piney | $5,230.80 | Manderson | $1,057.29 |
| Buffalo | $42,523.40 | Manville | $881.07 |
| Burlington | $2,671.04 | Marbleton | $10,303.93 |
| Burns | $2,791.61 | Medicine Bow | $2,633.95 |
| Byron | $5,499.76 | Meeteetse | $3,032.75 |
| Casper | $513,035.34 | Midwest | $3,746.88 |
| Cheyenne | $553,379.24 | Mills | $32,154.56 |
| Chugwater | $1,966.19 | Moorcroft | $9,357.93 |
| Clearmont | $1,307.70 | Mountain View | $11,964.05 |
| Cody | $88,292.87 | Newcastle | $32,766.67 |
| Cokeville | $4,961.84 | Opal | $890.35 |
| Cowley | $6,074.77 | Pavillion | $2,160.95 |
| Dayton | $7,039.32 | Pine Bluffs | $10,470.87 |
| Deaver | $1,650.85 | Pine Haven | $4,544.49 |
| Diamondville | $6,835.28 | Pinedale | $18,790.06 |
| Dixon | $899.62 | Powell | $58,558.94 |
| Douglas | $56,685.50 | Ranchester | $7,948.21 |
| Dubois | $9,107.52 | Rawlins | $85,872.23 |
| East Thermopolis | $2,355.71 | Riverside | $482.27 |
| Edgerton | $1,808.52 | Riverton | $101,304.93 |
| Elk Mountain | $1,771.42 | Rock River | $2,272.24 |
| Encampment | $4,173.51 | Rock Springs | $213,646.48 |
| Evanston | $114,882.74 | Rolling Hills | $4,062.21 |
| Evansville | $23,510.76 | Saratoga | $15,673.84 |
| Fort Laramie | $2,133.13 | Sheridan | $161,839.34 |
| Frannie | $1,456.09 | Shoshoni | $6,019.12 |
| Gillette | $276,555.14 | Sinclair | $4,015.84 |
| Glendo | $1,901.26 | South Superior | $3,097.67 |
| Glenrock | $24,577.32 | Star Valley Ranch | 13,939.51 |
| Granger | $1,289.15 | Sundance | $10,962.41 |
| Green River | $116,069.87 | Ten Sleep | $2,411.36 |
| Greybull | $17,129.93 | Thayne | $3,394.45 |
| Guernsey | $10,637.81 | Thermopolis | $27,906.85 |
| Hanna | $7,799.82 | Torrington | $60,293.27 |
| Hartville | $575.02 | Upton | $10,201.91 |
| Hudson | $4,275.53 | Van Tassell | $139.12 |
| Hulett | $3,542.84 | Wamsutter | $4,182.78 |
| Jackson | $89,090.47 | Wheatland | $33,638.47 |
| Kaycee | $2,439.18 | Worland | $50,888.97 |
| Kemmerer | $24,632.97 | Wright | $16,758.95 |
| Kirby | $853.25 | Yoder | $1,400.44 |
| LaBarge | $5,110.23 | | |
| | | TOTAL @SUM | $3,584,375.00 |

Page 1 ——— D134 $3,584,375.00

Frannie:

| | |
|---|---|
| Park County | $176.21 |
| Big Horn County | $1,279.88 |
| Total | $1,456.09 |

Wyoming Association of Municipalities
Building Strong Communities

**MEMORANDUM**

**TO:** **Municipal Treasurers**

DATE: October 15, 2019

FROM: Earla Checchi

**SUBJECT:** **Distribution of Lottery Amounts**

Attached is the ***distribution of the Lottery Amounts*** to Cities and Towns. Your Municipality should receive the distribution shortly.

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

315 West 27 St. • Cheyenne, WY 82001 • tel: 307.632.0398 • fax: 307-632-1942 • www.wyomuni.org

# WYOMING STATE TREASURER
## Lottery Amount for Cities and Towns
## W.S. 9-17-111 (b)(ii)

**Oct 2019**

**Alphabetically by City**

| City/Town | Amount | City/Town | Amount |
|---|---|---|---|
| Afton | $2,323.92 | LaGrange | $440.21 |
| Albin | $244.08 | Lander | $5,453.12 |
| Alpine | $1,004.28 | Laramie | $22,516.13 |
| Baggs | $722.58 | Lingle | $459.86 |
| Bairoil | $192.90 | Lost Springs | $6.62 |
| Bar Nunn | $3,025.61 | Lovell | $1,290.16 |
| Basin | $702.48 | Lusk | $2,056.58 |
| Bear River | $5,209.13 | Lyman | $21,117.55 |
| Big Piney | $526.16 | Manderson | $62.32 |
| Buffalo | $5,304.09 | Manville | $124.68 |
| Burlington | $157.44 | Marbleton | $1,036.47 |
| Burns | $405.90 | Medicine Bow | $466.39 |
| Byron | $324.18 | Meeteetse | $291.10 |
| Casper | $75,561.01 | Midwest | $551.85 |
| Cheyenne | $80,460.92 | Mills | $4,735.80 |
| Chugwater | $313.12 | Moorcroft | $1,116.52 |
| Clearmont | $154.48 | Mountain View | $12,947.55 |
| Cody | $8,474.72 | Newcastle | $3,736.47 |
| Cokeville | $648.90 | Opal | $116.44 |
| Cowley | $358.08 | Pavillion | $167.25 |
| Dayton | $831.55 | Pine Bluffs | $1,522.46 |
| Deaver | $97.31 | Pine Haven | $542.21 |
| Diamondville | $893.91 | Pinedale | $1,890.08 |
| Dixon | $159.30 | Powell | $5,620.73 |
| Douglas | $10,109.70 | Ranchester | $938.91 |
| Dubois | $704.88 | Rawlins | $15,205.34 |
| East Thermopolis | $253.97 | Riverside | $85.40 |
| Edgerton | $266.36 | Riverton | $7,840.51 |
| Elk Mountain | $313.66 | Rock River | $179.02 |
| Encampment | $739.00 | Rock Springs | $41,920.27 |
| Evanston | $124,326.57 | Rolling Hills | $724.48 |
| Evansville | $3,462.72 | Saratoga | $2,775.36 |
| Fort Laramie | $226.00 | Sheridan | $19,117.90 |
| Frannie | $92.35 | Shoshoni | $465.85 |
| Gillette | $34,973.04 | Sinclair | $711.08 |
| Glendo | $302.78 | South Superior | $607.80 |
| Glenrock | $4,383.30 | Star Valley Ranch | 1,822.99 |
| Granger | $252.95 | Sundance | $1,307.95 |
| Green River | $22,774.45 | Ten Sleep | $194.22 |
| Greybull | $1,009.72 | Thayne | $443.92 |
| Guernsey | $1,694.11 | Thermopolis | $3,008.67 |
| Hanna | $1,381.11 | Torrington | $6,387.89 |
| Hartville | $91.57 | Upton | $1,163.35 |
| Hudson | $330.91 | Van Tassell | $19.69 |
| Hulett | $422.70 | Wamsutter | $820.72 |
| Jackson | $7,421.85 | Wheatland | $5,357.06 |
| Kaycee | $304.25 | Worland | $4,098.73 |
| Kemmerer | $3,221.46 | Wright | $2,119.33 |
| Kirby | $91.99 | Yoder | $148.37 |
| LaBarge | $668.31 | | |

TOTAL @SUM $613,649.12

*City of Casper Community Development Department & MPO*

# ITINERARY

**for**

## Casper Area Wayfinding Plan Consultant

**RDG Planning & Design (Des Moines, Iowa)**

**Monday, October 21, 2019**

| | |
|---|---|
| **4:00 p.m. – 5:00 p.m.** | Public input Session<br>Town of Mills<br>Location: Community Center / 401 Wasatch Avenue |
| **6:00 p.m. – 7:00 p.m.** | Public Input Session<br>Town of Evansville<br>Location: Community Center / 71 N. Curtis Street |

**Tuesday, October 22, 2019**

| | |
|---|---|
| **3:00 p.m. – 4:00 p.m.** | Public Input Session<br>Natrona County<br>Location: County Courthouse Lobby, 200 N. Center |
| **4:30 p.m. – 5:00 p.m.** | Work Session Presentation<br>Casper City Council<br>Location: Lobby of Casper City Hall, 200 N. David |
| **5:00 p.m. – 6:30 p.m.** | Public Input Session<br>All municipalities welcome<br>Location: Lobby of Casper City Hall, 200 N. David |
| **7:15 p.m. – 7:45 p.m.** | Council Presentation<br>Town of Bar Nunn<br>Location: 4820 Wardwell Industrial Ave. |