

**REGULAR CITY COUNCIL
MEETING**

August 09, 2022

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:
Seth Coleman
Council President:
Darla Ives
Council Members:
James Hollander
Sara McCarthy
Brad Neumiller

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting 7-26-2022
2. Executive Session Minutes 7-26-2022 Personnel Issue

City Licenses

- [3.](#) New and Renewal Business and Contractor Licenses 8-9-2022

Financial Approvals

- [4.](#) Fire Payroll
- [5.](#) Regular/Police Payroll
- [6.](#) Financial Breakdown 8-9-2022
- [7.](#) Treasurer Report July 2022
- [8.](#) Court Income July 2022

ORDINANCES AND RESOLUTIONS

- [9.](#) **Resolution 2022-34:** A Resolution For Approval of a Site Plan for a Proposed 2,400 SQ FT Commercial Building Located at 935 Freden Ave
- [10.](#) **Resolution 2022-35:** A Resolution for Approval of A Site Plan for a Proposed 2,400 SQ FT and a 9,000 SQ Ft Commercial Building Located at 1005 Falcon

COUNCIL APPROVALS

- [11.](#) Council Approval of the Catering Permit for Staggers Aug 26th to 27th, 2022
- [12.](#) Council Authorizes the Mayor to Sign the Engagement Letter with Atlas CPA'S & Advisors PLLC for Auditing FY 22

OPEN DISCUSSION

EXECUTIVE SESSION

13. Legal Issue

14. Legal Issue

15. Legal Issue

16. Legal Issue

ADJOURNMENT

NEXT MEETING - August 23rd, 2022 @ 7:00pm/ September 13th, 2022 @ 7:00pm

NEXT WORK SESSION - August 23rd, 2022 @ 6:00pm/ September 12th, 2022 @ 9:00am

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

**REGULAR CITY COUNCIL
MEETING
July 26, 2022
7:00 PM
City Hall**



CITY OF MILLS
EST. 1921

Mayor:
Seth Coleman
Council President:
Darla Ives
Council Members:
James Hollander
Sara McCarthy
Brad Neumiller

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:00pm.

ROLL CALL

PRESENT

Mayor Seth Coleman
Council President Darla Ives
Council Member Jim Hollander
Council Member Sara McCarthy
Council Member Brad Neumiller

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 7-12-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 2. Executive Session Minutes for a Personnel Issue 7-12-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 3. Executive Session Minutes for a Legal Issue 7-12-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

City Licenses

- 4. New and Renewal of Business and Contractor Licenses 7-26-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

Financial Approvals

- 5. Regular/Police Payroll: 7-4-2022 to 7-17-2022
- 6. Fire Payroll: 7-5-2022 to 7-16-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 7. Financial Break Down 7-26-2022

Motion made by Council Member McCarthy, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

ORDINANCES AND RESOLUTIONS

- 8. **Resolution 2022-32:** A Resolution Authorizing Submission of an Application to the State Loan and Investment Board for a Grant Through Water and Sewer ARPA Grant Program Funding.

Motion made by Council Member Neumiller, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 9. **Resolution 2022-33:** A Resolution Concerning A Traffic Study for the Charter School

Motion made by Council Member McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

COUNCIL APPROVALS

- 10. Council Approval for the Mayor to Sign the Acceptance Letter with PMCH for Professional Services

Motion made by Council Member McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

OPEN DISCUSSION

None

EXECUTIVE SESSION

11. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:02pm.

Motion made by Council Member Neumiller, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller.

Back from Executive Session at 7:57pm. No Action Taken

ADJOURNMENT

Mayor asked for a motion to adjourn the meeting at 7:57pm.

Motion made by Council Member Hollander, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

NEXT MEETING - August 9th, 2022 @ 7:00pm/ August 23rd, 2022 @ 7:00pm

NEXT WORK SESSION - August 8th, 2022 @ 9:00am/ August 9th, 2022 @6:00pm/ August 23rd, 2022 @ 6:00pm

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

Mayor, Seth Coleman

Town Clerk, Christine Trumbull

Council Meeting AUGUST 9th, 2022

Item # 3.

NEW BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION INSURANCE

- 1
- 2
- 3
- 4

RENEWAL BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION INSURANCE

1 A & B SEAMLESS GUTTER

N/A

NO

- 2
- 3
- 4
- 5
- 6
- 7
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Council Meeting AUGUST 9th, 2022

Item # 3.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1				
2				
3				

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	CLEARY BUILDING CORPORATION	YES	YES	YES
2	S & M ELECTRIC	N/A	NO	YES
3				
4				
5				
6				
7				
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12				
13				
14				
15				
16				
17				



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: August 9th, 2022

Payroll Type: Fire Payroll

Date Range: 7-17-2022 to 7-28-2022

NET..... \$11,251.32

DEDUCTIONS.....\$4565.80

Federal Taxes.....\$1181.00

Medicare..... \$213.41

Retirement \$1778.63

Union Dues..... \$192.50

Supplemental Insurance.....\$118.35

Insurance.....\$1081.91

TOTAL PAYROLL.....\$15,817.12

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: August 9th, 2022

Payroll Type: Regular/Police Payroll

Date Range: 7-18-2022 to 7-31-2022

NET..... \$82,569.45

DEDUCTIONS.....\$32,368.45

Federal Taxes.....\$8868.00

Medicare..... \$1599.47

Retirement \$9575.53

Social Security.....\$6643.32

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$484.22

Child Support..... \$0.00

Insurance.....\$4097.91

TOTAL PAYROLL.....\$114,937.90

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

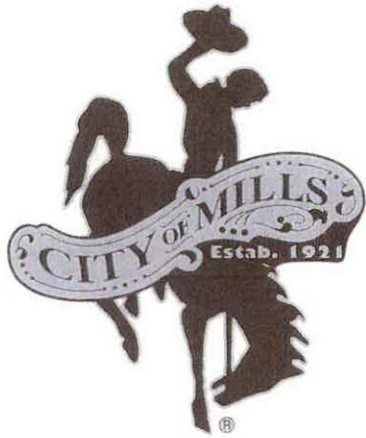
EST. 1921

BILLS

Meeting Date: August 9th, 2022

Bills

ACH.....	\$0.00
VOUCHERS.....	\$52,612.97
MANUAL CHECKS CITY HALL.....	\$4028.35
MANUAL CHECKS COURT.....	\$0.00
VOIDED CHECKS.....	\$2,256.72



CITY OF MILLS

EST. 1921

CHECK LIST FOR

August 9th, 2022

COUNCIL MEETING

City Hall/Court

7-26-2022	29960	Void
7-26-2022	29962-29969	Manual
7-26-2022	29970	Payroll
8-1-2022	29971-29972	Transmittals
8-4-2022	29973-29975	Voids
8-4-2022	29976	Payroll
8-4-2022	29977-29978	Transmittals
8-4-2022	29979	Manual
8-4-2022	29980-30013	Vouchers
8-4-2022	30014	Transmittals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

August 9th, 2022

COUNCIL MEETING

7-26-2022	29962	Charter Communications	Bill	\$72.98
7-26-2022	29963	Jamir and Brandy Sandborn	Water Deposit Refund	\$76.79
7-26-2022	29964	John Batey	Water Deposit Refund	\$58.60
7-26-2022	29965	Lacey Gross	Water Deposit Refund	\$54.00
7-26-2022	29966	Mark Kwedor	Water Deposit Refund	\$52.73
7-26-2022	29967	Rocky Mountain Power	Utilities	\$729.59
7-26-2022	29968	Tyler and Stacie Myrup	Water Deposit Refund	\$69.34
7-26-2022	29969	Verizon	Bill	\$1729.32
8-4-2022	29979	Law Enforcement Seminars	Training Class	\$1185.00

TOTAL: \$4028.35



CITY OF MILLS

EST. 1921

Voided Checks

August 9th, 2022

Council Meeting

7-26-2022	29960	None	USA Blue Book	Paid with Credit Card	\$749.81
8-4-2022	29973	29976	Pete James	Checks out of Order	\$1231.91
8-4-2022	29974	29977	American Funds	Checks out of Order	\$275.00
8-4-2022	29975	29978	Blank	Checks out of Order	\$0.00

TOTAL: \$2256.72

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report].Vendor Number = {<>} {AND} 380 {AND} 4910 {AND} 790 {AND} 1310 {AND} 1340 {AND} 2080 {AND} 4200 {AND} 4210 {AND} 5470 {AND} 5480 {AND} 5950 {AND} 6480 {AND} 7040 {AND} 7280 {AND} 6450 {AND} 7170

[Report].Vendor Number = {OR} {IS NULL}

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Air Comfort Complete, Inc								
7470	Air Comfort Complete, Inc	L-13464-2	07/20/2022	425.00	425.00	08/03/2022	08/03/2022	29980
7470	Air Comfort Complete, Inc	L-13986-1	08/01/2022	120.00	120.00	08/03/2022	08/03/2022	29980
Total Air Comfort Complete, Inc:				545.00	545.00			
ALSCO, Inc								
350	ALSCO, Inc	LCAS1491435	07/27/2022	81.29	81.29	08/03/2022	08/03/2022	29981
Total ALSCO, Inc:				81.29	81.29			
AMBI Mail & Marketing, Inc								
140	AMBI Mail & Marketing, Inc	2203186	03/17/2022	56.91	56.91	08/03/2022	08/03/2022	29982
140	AMBI Mail & Marketing, Inc	22-07-099	07/17/2022	38.95	38.95	08/03/2022	08/03/2022	29982
Total AMBI Mail & Marketing, Inc:				95.86	95.86			
Big Horn Tire, Inc								
7983	Big Horn Tire, Inc	04-59894	07/07/2022	74.95	74.95	08/03/2022	08/03/2022	29983
7983	Big Horn Tire, Inc	04-60428	07/28/2022	947.00	947.00	08/03/2022	08/03/2022	29983
Total Big Horn Tire, Inc:				1,021.95	1,021.95			
Bound Tree Medical								
840	Bound Tree Medical	84619506	07/27/2022	101.99	101.99	08/03/2022	08/03/2022	29984
Total Bound Tree Medical:				101.99	101.99			
Burback's Refrigeration, Inc								
980	Burback's Refrigeration, Inc	8852	07/19/2022	165.00	165.00	08/03/2022	08/03/2022	29985
Total Burback's Refrigeration, Inc:				165.00	165.00			
Casper Monument Company								
8056	Casper Monument Company	071922	07/19/2022	200.00	200.00	08/03/2022	08/03/2022	29986
Total Casper Monument Company:				200.00	200.00			
City of Casper								
1510	City of Casper	613434	07/21/2022	507.06	507.06	08/03/2022	08/03/2022	29987
1510	City of Casper	613480	07/25/2022	448.20	448.20	08/03/2022	08/03/2022	29987
1510	City of Casper	613516	07/26/2022	746.28	746.28	08/03/2022	08/03/2022	29987
1510	City of Casper	613541	07/27/2022	592.38	592.38	08/03/2022	08/03/2022	29987
1510	City of Casper	613577	07/28/2022	583.20	583.20	08/03/2022	08/03/2022	29987
1510	City of Casper	613607	07/29/2022	535.14	535.14	08/03/2022	08/03/2022	29987
Total City of Casper:				3,412.26	3,412.26			
CPS Distributors Inc								
1770	CPS Distributors Inc	0007336347-0	07/13/2022	210.65	210.65	08/03/2022	08/03/2022	29988

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
1770	CPS Distributors Inc	0007341976-0	07/13/2022	244.84	244.84	08/03/2022	08/03/2022	29988
Total CPS Distributors Inc:				455.49	455.49			
Decker Auto Glass								
2010	Decker Auto Glass	WDT004942	07/15/2022	362.85	362.85	08/03/2022	08/03/2022	29989
Total Decker Auto Glass:				362.85	362.85			
Dewitt Water Systems & Service								
2100	Dewitt Water Systems & Service	800167028	07/29/2022	52.40	52.40	08/03/2022	08/03/2022	29990
Total Dewitt Water Systems & Service:				52.40	52.40			
Energy Laboratories Inc								
2370	Energy Laboratories Inc	490047	07/28/2022	128.00	128.00	08/03/2022	08/03/2022	29991
Total Energy Laboratories Inc:				128.00	128.00			
Ferguson Waterworks #1116								
2540	Ferguson Waterworks #1116	1345026	07/18/2022	1,753.20	1,753.20	08/03/2022	08/03/2022	29992
2540	Ferguson Waterworks #1116	1345511	07/14/2022	220.86	220.86	08/03/2022	08/03/2022	29992
Total Ferguson Waterworks #1116:				1,974.06	1,974.06			
Floyd's Truck Center WY								
3410	Floyd's Truck Center WY	X302050383:0	07/19/2022	555.32	555.32	08/03/2022	08/03/2022	29993
3410	Floyd's Truck Center WY	X302050423:0	07/20/2022	187.50	187.50	08/03/2022	08/03/2022	29993
Total Floyd's Truck Center WY:				367.82	367.82			
Grainger, Inc								
2840	Grainger, Inc	9310110888	05/12/2022	65.51	65.51	08/03/2022	08/03/2022	29994
2840	Grainger, Inc	9314455388	05/17/2022	35.99	35.99	08/03/2022	08/03/2022	29994
2840	Grainger, Inc	9340774331	06/10/2022	13.91	13.91	08/03/2022	08/03/2022	29994
Total Grainger, Inc:				115.41	115.41			
Heather Duncan Malone								
3060	Heather Duncan Malone	00261	08/01/2022	1,889.50	1,889.50	08/03/2022	08/03/2022	29995
Total Heather Duncan Malone:				1,889.50	1,889.50			
Hensley Battery LLC								
3090	Hensley Battery LLC	428154	07/08/2022	407.61	407.61	08/03/2022	08/03/2022	29996
Total Hensley Battery LLC:				407.61	407.61			
Homax								
3120	Homax	0595657-IN	07/13/2022	165.00	165.00	08/03/2022	08/03/2022	29997
3120	Homax	0596180-IN	07/13/2022	91.08	91.08	08/03/2022	08/03/2022	29997
3120	Homax	CL15593	06/30/2022	375.84	375.84	08/03/2022	08/03/2022	29997
3120	Homax	CL15594	06/30/2022	114.30	114.30	08/03/2022	08/03/2022	29997
3120	Homax	CL15595	06/30/2022	138.17	138.17	08/03/2022	08/03/2022	29997
3120	Homax	CL15596	06/30/2022	213.46	213.46	08/03/2022	08/03/2022	29997
3120	Homax	CL15597	06/30/2022	1,400.92	1,400.92	08/03/2022	08/03/2022	29997
3120	Homax	CL15598	06/30/2022	89.81	89.81	08/03/2022	08/03/2022	29997

CITY OF MILLS

Payment Approval Report - Mills WY
Report dates: 8/3/2022-8/3/2022Page: 3
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Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Homax:				2,588.58	2,588.58			
Imerys Perlite USA, Inc.								
3250	Imerys Perlite USA, Inc.	8306174640	07/20/2022	7,799.37	7,799.37	08/03/2022	08/03/2022	29998
Total Imerys Perlite USA, Inc.:				7,799.37	7,799.37			
Installation & Service Company Inc								
3330	Installation & Service Company In	271826	04/19/2022	2,209.04	2,209.04	08/03/2022	08/03/2022	29999
3330	Installation & Service Company In	271920	06/07/2022	2,940.27	2,940.27	08/03/2022	08/03/2022	29999
3330	Installation & Service Company In	271971	06/26/2022	4,970.92	4,970.92	08/03/2022	08/03/2022	29999
3330	Installation & Service Company In	271992	06/28/2022	1,474.78	1,474.78	08/03/2022	08/03/2022	29999
Total Installation & Service Company Inc:				11,595.01	11,595.01			
Kistler Tent & Awning								
7628	Kistler Tent & Awning	28302X	07/19/2022	3,790.00	3,790.00	08/03/2022	08/03/2022	30000
Total Kistler Tent & Awning:				3,790.00	3,790.00			
Law Enforcement Seminars								
8212	Law Enforcement Seminars	2023484	07/05/2022	1,185.00	1,185.00	08/03/2022	08/03/2022	29979
Total Law Enforcement Seminars:				1,185.00	1,185.00			
Lockbox 310055								
3990	Lockbox 310055	010392689	05/17/2022	129.52	129.52	08/03/2022	08/03/2022	30001
3990	Lockbox 310055	010413963	06/01/2022	41.34	41.34	08/03/2022	08/03/2022	30001
Total Lockbox 310055:				170.86	170.86			
Maverik								
8209	Maverik	PARKS JUNE	06/30/2022	254.22	254.22	08/03/2022	08/03/2022	30002
8209	Maverik	SANITATION F	06/30/2022	1,790.68	1,790.68	08/03/2022	08/03/2022	30002
8209	Maverik	SEWER JUNE	06/30/2022	405.63	405.63	08/03/2022	08/03/2022	30002
8209	Maverik	SHOP JUNE	06/30/2022	93.52	93.52	08/03/2022	08/03/2022	30002
8209	Maverik	STREET JUNE	06/30/2022	178.79	178.79	08/03/2022	08/03/2022	30002
8209	Maverik	WATER FUEL	06/30/2022	119.02	119.02	08/03/2022	08/03/2022	30002
Total Maverik:				2,841.86	2,841.86			
Menards								
4250	Menards	47627	06/28/2022	463.98	463.98	08/03/2022	08/03/2022	30003
Total Menards:				463.98	463.98			
NAPA Auto Parts								
4600	NAPA Auto Parts	868001	07/05/2022	9.99	9.99	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	868128	07/05/2022	41.78	41.78	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	868611	07/06/2022	308.99	308.99	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	868642	07/06/2022	8.79	8.79	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	868666	07/06/2022	22.57	22.57	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	871068	07/12/2022	169.34	169.34	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	871653	07/13/2022	52.24	52.24	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	871992	07/14/2022	152.76	152.76	08/03/2022	08/03/2022	30004
4600	NAPA Auto Parts	874266	07/20/2022	76.07	76.07	08/03/2022	08/03/2022	30004

CITY OF MILLS

Payment Approval Report - Mills WY
Report dates: 8/3/2022-8/3/2022Page: 4
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Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
4600	NAPA Auto Parts	875419	07/22/2022	19.94	19.94	08/03/2022	08/03/2022	30004
Total NAPA Auto Parts:				862.47	862.47			
Overhead Door Company of Casper Inc								
4940	Overhead Door Company of Casp	29789	04/12/2022	670.50	670.50	08/03/2022	08/03/2022	30005
Total Overhead Door Company of Casper Inc:				670.50	670.50			
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CR60395	07/26/2022	5,565.15	5,565.15	08/03/2022	08/03/2022	30006
5060	Peterbilt of Wyoming Inc	CR60516	07/26/2022	691.56	691.56	08/03/2022	08/03/2022	30006
Total Peterbilt of Wyoming Inc:				6,256.71	6,256.71			
Q Supply								
8211	Q Supply	AVZ0732	08/01/2022	110.00	110.00	08/03/2022	08/03/2022	30007
Total Q Supply:				110.00	110.00			
R & R Rest Stops of Casper Inc								
5320	R & R Rest Stops of Casper Inc	59085	07/05/2022	731.00	731.00	08/03/2022	08/03/2022	30008
5320	R & R Rest Stops of Casper Inc	59145	07/13/2022	530.00	530.00	08/03/2022	08/03/2022	30008
Total R & R Rest Stops of Casper Inc:				1,261.00	1,261.00			
Rocky Mountain Weed Control LLC								
5590	Rocky Mountain Weed Control LL	2209	07/05/2022	642.00	642.00	08/03/2022	08/03/2022	30009
Total Rocky Mountain Weed Control LLC:				642.00	642.00			
Sutherlands								
6050	Sutherlands	200247	07/07/2022	39.93	39.93	08/03/2022	08/03/2022	30010
6050	Sutherlands	200282	07/08/2022	34.62	34.62	08/03/2022	08/03/2022	30010
6050	Sutherlands	200472	07/15/2022	13.37	13.37	08/03/2022	08/03/2022	30010
6050	Sutherlands	200495	07/15/2022	23.49	23.49	08/03/2022	08/03/2022	30010
Total Sutherlands:				111.41	111.41			
USA Blue Book								
6550	USA Blue Book	038529	07/08/2022	739.05	739.05	08/03/2022	08/03/2022	30011
Total USA Blue Book:				739.05	739.05			
Verizon								
6610	Verizon	9911876172	07/23/2022	138.68	138.68	08/03/2022	08/03/2022	30012
Total Verizon:				138.68	138.68			
Western Wyoming Lock & Safe								
6790	Western Wyoming Lock & Safe	19700	07/05/2022	10.00	10.00	08/03/2022	08/03/2022	30013
Total Western Wyoming Lock & Safe:				10.00	10.00			
Grand Totals:				52,612.97	52,612.97			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
--------	-------------	----------------	--------------	-----------------------	-------------	-----------	-----------------	-------------------

Dated: _____

Mayor: _____

City Clerk: _____

City Council: _____

City Council: _____

City Council: _____

City Council: _____

City Council: _____

Department Heads: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report].Vendor Number = {<->} {AND} 380 {AND} 4910 {AND} 790 {AND} 1310 {AND} 1340 {AND} 2080 {AND} 4200 {AND} 4210 {AND} 5470 {AND} 5480 {AND} 5950 {AND} 6480 {AND} 7040 {AND} 7280 {AND} 6450 {AND} 7170

[Report].Vendor Number = {OR} {IS NULL}

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230) Transfer 5% of billing	\$59,855.72		\$70.67		\$59,926.39	\$70.67
WGIF Sewer 7199 (99-10240) Transfer 7% of billing	\$41,786.09		\$49.34		\$41,835.43	\$49.34
WGIF Sanitation 7200 (99-10250) Transfer 10% of billing	\$59,062.49		\$69.73		\$59,132.22	\$69.73
WGIF Reserve 7197 (99-10260)	\$32,937.02		\$38.89		\$32,975.91	\$38.89
WGIF General Fund 7207 (99-10270)	\$227,437.69	\$50,000.00	\$327.56		\$277,765.25	\$327.56
WGIF Parks 7240 (99-10280)	\$672.27		\$0.79		\$673.06	\$0.79
WGIF Police Fund (99-10310)	\$8,260.47		\$9.75		\$8,270.22	\$9.75
WGIF DWSRF #146 Radio Read (99-10300)	\$21,077.82		\$24.89		\$21,102.71	\$24.89
WGIF Fire Dept Trust Fund (99-10290)	\$8,748.28		\$10.33		\$8,758.61	\$10.33
WGIF Sewer Tap Fund (99-10320)	\$104,631.26		\$123.53		\$104,754.79	\$123.53
WGIF Buffalo Meadows Debt Reserve Cannot touch this account	\$3,460.52		\$4.09		\$3,464.61	\$4.09
WGIF Buffalo Meadows Asset Account	\$136,285.20		\$160.91		\$136,446.11	\$160.91
Totals	\$704,214.83	\$50,000.00	\$890.48	\$0.00	\$755,105.31	\$890.48

RESERVES REPAY ACCOUNT DETAIL	
Account	Repay Balance
WGIF Gen Fund Reserve	\$277,765.25
WGIF Reserve	\$32,975.91
WGIF Water Reserve	\$59,926.39
WGIF Sewer Reserve	\$41,835.43
WGIF Sanitation Reserve	\$59,132.22
Total Repay Balance	\$471,635.20

TOTAL ACCOUNTS DETAIL	
Account	Balance
Investments Accounts Total	\$755,105.31
FIB Sweep Account	\$500.00
City Accounts	\$395,386.53
Total Accounts Balance	\$1,150,991.84

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$243,832.80		Jonah Water Deposit Account	\$97,982.78	
Jonah Police Account	\$12,443.49		Jonah Municipal Account	\$12,553.46	
Jonah Court Bond Account	\$28,574.00				



July 2022 Account Balances

Operations Account	\$243,832.80
Water Deposit	\$97,982.78
Municipal Court	\$12,553.46
Court Bond	\$28,574.00
Police	\$12,443.49
FIB Sweep	\$500.00
WFIG Water Reserve	\$59,926.39
WGIF Sewer Reserve	\$41,835.43
WGIF Sanitation Reserve	\$59,132.22
WGIF General Fund Reserve	\$277,765.25
WGIF Reserve	\$32,975.91
WGIF Sewer Tap Reserve	\$104,754.79
WGIF Police Reserve	\$8,270.22
WGIF Parks Reserve	\$673.06
WGIF FD Trust Fund	\$8,758.61
WGIF Radio Read Fund	\$21,102.71
WGIF Buffalo Meadows Asset Account	\$136,446.11
WGIF Buffalo Meadows Debt Reserve	\$3,464.61
Totals	\$1,150,991.84

City Treasurer, Alyssa Hartmann

Mayor, Seth Coleman

COURT INCOME REPORT

July 2022

Item # 8.

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	1-Jul	\$1,997.00							\$1,997.00
Court Report									\$0.00
								Difference	\$1,997.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	7/5-7/8	\$5,537.00							\$5,537.00
Court Report			\$2,130.00						-\$2,130.00
								Difference	\$7,667.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	7/11-7/15	\$5,154.00							\$5,154.00
Court Report			\$2,300.00						-\$2,300.00
								Difference	\$7,454.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	7/18-7/22	\$5,493.00							\$5,493.00
Court Report			\$3,550.00						-\$3,550.00
								Difference	\$9,043.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	7/27-7/29	\$8,170.00							\$8,170.00
Court Report			\$520.00						-\$520.00
								Difference	\$8,690.00

Sales Activity Month Total	\$26,351.00
Proceedings Report Month Total	-\$8,500.00
Difference	\$34,851.00
Court Proceedings Check	\$26,351.00

Division of Victim Services Checks

Completed by: _____
City Treasurer

Approved by: _____
Court Clerk

Attested by: _____
City Clerk

Resolution No. 2022-34

A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR A PROPOSED 2,400 SQ. FT. COMMERCIAL BUILDING, LOCATED (AT 935 FREDEN AVE) ON LOT 5, BLOCK 2, FREDEN ADDITION, TOWN OF MILLS, WY

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, Bonander Properties, LLC is the owner of Lot 5, Block 2, Freden Addition, Town of Mills, WY; and

WHEREAS, said owner has submitted a site plan for a proposed 2,400 sq. ft. commercial building with associated parking and landscaping on the property, located within an Established Industrial (E-I) Zoning District; and

WHEREAS, the Town Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the Town of Mills Zoning regulations and requirements; and

WHEREAS, at a meeting on August 4, 2022, the Mills Planning and Zoning Board forwarded a “Do Pass” recommendation to the City Council for approval of the site plan; and

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning and Zoning Board, at a Council meeting held on August 9, 2022, and approved a request to allow the proposed 2,400 sq. ft. commercial building on Lot 5, Block 2, Freden Addition, Town of Mills, Natrona County, Wyoming with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
2. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

PASSED, APPROVED, AND ADOPTED this 9th Day of August 2022.

TOWN OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Darla R. Ives, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, Town Clerk

CITY OF MILLS/ BONANDER PROPERTIES, LLC
SITE PLAN AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2022, by and between the City of Mills, Wyoming, a Municipal Corporation, 704 Fourth Street, Mills, Wyoming, 82644, hereinafter designated as "City," and, Bonander Properties, LLC, 2462 Balben Rd, Casper, WY 82601, hereinafter designated as "Owner."

WITNESSETH

WHEREAS, Owner submitted a site plan for a 2,400 sq. ft. commercial building, located (at 935 Freden Ave) on Lots 2, Block 5, Freden Addition, Town of Mills, WY; and

WHEREAS, per the Mills Zoning Ordinance 763, the Owner is required to submit a site plan prior to the construction of said structure(s), which must be reviewed and approved by the City Staff, Planning and Zoning Board and City Council; and

WHEREAS, the property is zoned Established Industrial (E-I); and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning regulations and requirements; and

WHEREAS, at the August 4, 2022 Planning and Zoning Board meeting, the Board forwarded a "Do Pass" Recommendation to the Council, with conditions, to the City Council;

WHEREAS, a copy of said Site Plan and Landscaping Plan is attached hereto as Exhibit "A," dated 7/11/22 titled "Bonander Properties, LLC – Bonander Site Plan" and is hereby incorporated by reference at this point as if fully set forth.

NOW, THEREFORE, the parties hereto agree as follows:

I. EXPLICIT CONDITIONS:

- A. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
- B. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
- C. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

II. OBLIGATIONS OF THE OWNER:

Upon written demand of the Council, the Owner, at its sole cost and expense, shall do, or cause to be done, the following:

- A. The Owner shall landscape the property in keeping with the Landscaping Plan approved by the City Council, and comply with the following landscaping requirements:
 - 1. Plant material used for landscaping shall meet the criteria and specifications set forth in the Mills Zoning Ordinance.
 - 2. All planted areas on the property shall be maintained to the degree that they will not create a fire hazard or become unsightly to the development.

- 3. All signs on said site must be granted a permit, approved and shall meet the provisions of the Mills Zoning Ordinance.
- 4. All lighting must be downward facing and not project directly onto adjacent properties.
- C. Any street, alley, and parking surfaces covered with concrete or asphalt concrete pavement materials or any other surfacing materials shall be constructed per the approved site plan. Any changes must be approved, in writing, by the City Engineer.
- D. Any and all grading and drainage improvements shall be completed in a manner that adjacent properties are not impacted by runoff. All runoff shall be mitigated on site and approved by the City Engineer.

III. OBLIGATIONS OF THE CITY:

The City shall issue a building permit pursuant to the Mills Municipal Code, under the terms of this Agreement and upon performance by the Owner of the conditions set forth above. All building permits will be issued by the City Building Official in accordance with Mills Municipal Code.

IV. REMEDIES:

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

- A. Refuse to issue a building permit or Certificate of Occupancy to the Owner, its successors, or assigns in interest.
- B. After written notice to Owner of those items which have not been completed or properly completed, and upon failure to cure the same by Owner within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement, by itself, or by contracting with a third party to do the same. In the event the City elects to complete said improvements or contracts with third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City. Owner's failure to pay any and all costs within thirty (30) days of presentment, the costs shall become a lien upon owner's property until paid in full.
- C. The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, the property lease agreement, or which the City may otherwise have at law or in equity and are not a limitation on the same. The Owner further agrees to pay all the City's reasonable attorney's fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law. This document, its interpretation, and enforcement shall be governed by the laws of the State of Wyoming.

V. CERTIFICATION OF AUTHORITY:

I, _____ the undersigned, Owner, hereby state and certify that I have full authority to bind and obligate said Owner to each and every term and provision of this Agreement.

VI. MISCELLANEOUS AGREEMENTS:

- A. This Agreement shall be binding upon and shall inure to the benefits of all parties hereto, their successors, and assigns.

- B. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- C. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

IN WITNESS, WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

APPROVED AS TO FORM:

CITY OF MILLS, WYOMING
A Municipal Corporation

SETH COLEMAN, MAYOR

RICK BONANDER, BONANDER PROPERTIES,
LLC

ATTEST:

CHRISTINE TRUMBULL, CITY CLERK

ACKNOWLEDGEMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Seth Coleman, Mayor, City of Mills, this _____ day of _____, 2022.

WITNESS my hand and official seal.

Notary Public

My Commission Expires:

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Rick Bonander, Member, Bonander Properties, LLC for the approved Site Plan on Lots 2, Block 5 Freden Addition, Town of Mills, WY, this _____ day of _____, 2022.

WITNESS my hand and official seal.

My Commission Expires:

Notary Public

Resolution No. 2022-35

A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR A PROPOSED 2,400 SQ. FT. AND A 9,000 SQ. FT. COMMERCIAL BUILDING, LOCATED (AT 1005 FALCON AVE) ON LOT 12, PETERSON ADDITION NO. 2, TOWN OF MILLS, WY

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, Can Do Everything, LLC is the owner of Lot 12, Peterson Addition No. 2, Town of Mills, WY; and

WHEREAS, said owner has submitted a site plan for a proposed 2,400 sq. ft. and a 9,000 sq. ft. commercial buildings with associated parking and landscaping on the property, located within an Established Industrial (E-I) Zoning District; and

WHEREAS, the Town Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the Town of Mills Zoning regulations and requirements; and

WHEREAS, at a meeting on August 4, 2022, the Mills Planning and Zoning Board forwarded a “Do Pass” recommendation to the City Council for approval of the site plan; and

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning and Zoning Board, at a Council meeting held on August 9, 2022, and approved a request to allow the proposed 2,400 sq. ft. and 9,000 sq. ft. commercial buildings on Lot 12, Peterson Addition No.2, Town of Mills, Natrona County, Wyoming with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
2. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

PASSED, APPROVED, AND ADOPTED this 9th Day of August 2022.

TOWN OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Darla Ives, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, Town Clerk

CITY OF MILLS/ BONANDER PROPERTIES, LLC
SITE PLAN AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2022, by and between the City of Mills, Wyoming, a Municipal Corporation, 704 Fourth Street, Mills, Wyoming, 82644, hereinafter designated as "City," and, Can Do Everything, LLC, PO Box 633, Mills, WY 82644, hereinafter designated as "Owner."

WITNESSETH

WHEREAS, Owner submitted a site plan for a 2,400 sq. ft. and a 9,000 sq. ft. commercial building, located (at 1005 Falcon Ave) on Lots 12, Peterson No. 2 Addition, Town of Mills, WY; and

WHEREAS, per the Mills Zoning Ordinance 763, the Owner is required to submit a site plan prior to the construction of said structure(s), which must be reviewed and approved by the City Staff, Planning and Zoning Board and City Council; and

WHEREAS, the property is zoned Established Industrial (E-I); and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning regulations and requirements; and

WHEREAS, at the August 4, 2022 Planning and Zoning Board meeting, the Board forwarded a "Do Pass" Recommendation to the Council, with conditions, to the City Council;

WHEREAS, a copy of said Site Plan and Landscaping Plan is attached hereto as Exhibit "A," dated 6/30/22 titled "Can Do Everything, LLC – Lot 12 Peterson Addition No. 2" and is hereby incorporated by reference at this point as if fully set forth.

NOW, THEREFORE, the parties hereto agree as follows:

I. EXPLICIT CONDITIONS:

- A. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
- B. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
- C. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

II. OBLIGATIONS OF THE OWNER:

Upon written demand of the Council, the Owner, at its sole cost and expense, shall do, or cause to be done, the following:

- A. The Owner shall landscape the property in keeping with the Landscaping Plan approved by the City Council, and comply with the following landscaping requirements:
 - 1. Plant material used for landscaping shall meet the criteria and specifications set forth in the Mills Zoning Ordinance.
 - 2. All planted areas on the property shall be maintained to the degree that they will not create a fire hazard or become unsightly to the development.

- 3. All signs on said site must be granted a permit, approved and shall meet the provisions of the Mills Zoning Ordinance.
- 4. All lighting must be downward facing and not project directly onto adjacent properties.
- C. Any street, alley, and parking surfaces covered with concrete or asphalt concrete pavement materials or any other surfacing materials shall be constructed per the approved site plan. Any changes must be approved, in writing, by the City Engineer.
- D. Any and all grading and drainage improvements shall be completed in a manner that adjacent properties are not impacted by runoff. All runoff shall be mitigated on site and approved by the City Engineer.

III. OBLIGATIONS OF THE CITY:

The City shall issue a building permit pursuant to the Mills Municipal Code, under the terms of this Agreement and upon performance by the Owner of the conditions set forth above. All building permits will be issued by the City Building Official in accordance with Mills Municipal Code.

IV. REMEDIES:

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

- A. Refuse to issue a building permit or Certificate of Occupancy to the Owner, its successors, or assigns in interest.
- B. After written notice to Owner of those items which have not been completed or properly completed, and upon failure to cure the same by Owner within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement, by itself, or by contracting with a third party to do the same. In the event the City elects to complete said improvements or contracts with third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City. Owner's failure to pay any and all costs within thirty (30) days of presentment, the costs shall become a lien upon owner's property until paid in full.
- C. The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, the property lease agreement, or which the City may otherwise have at law or in equity and are not a limitation on the same. The Owner further agrees to pay all the City's reasonable attorney's fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law. This document, its interpretation, and enforcement shall be governed by the laws of the State of Wyoming.

V. CERTIFICATION OF AUTHORITY:

I, _____ the undersigned, Owner, hereby state and certify that I have full authority to bind and obligate said Owner to each and every term and provision of this Agreement.

VI. MISCELLANEOUS AGREEMENTS:

- A. This Agreement shall be binding upon and shall inure to the benefits of all parties hereto, their successors, and assigns.
- B. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- C. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

IN WITNESS, WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

APPROVED AS TO FORM:

CITY OF MILLS, WYOMING
A Municipal Corporation

SETH COLEMAN, MAYOR

JOE PARKE, CAN DO EVERYTHING, LLC

ATTEST:

CHRISTINE TRUMBULL, CITY CLERK

ACKNOWLEDGEMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Seth Coleman, Mayor, City of Mills, this _____ day of _____, 2022.

WITNESS my hand and official seal.

Notary Public

My Commission Expires:

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Joe Parke, Member, Can Do Everything, LLC for the approved Site Plan on Lots 12, Peterson Addition No. 2, Town of Mills, WY, this _____ day of _____, 2022.

WITNESS my hand and official seal.

My Commission Expires:

Notary Public



704 Fourth Street
PO Box 789
Mills, Wyoming 82644
Phone: 307-234-6679
Fax: 307-234-6528

Item # 11.

CATERING LETTER
MALT BEVERAGE/ALCOHOL
MUST CONTAIN THE FOLLOWING INFORMATION

1. NAME OF BUSINESS APPLYING FOR CATERING PERMIT
2. BUSINESS ADDRESS AND PHONE NUMBER
3. CONTACT PERSON OR PERSONS WITH PHONE NUMBERS
4. NAME OF EVENT
5. TYPE OF EVENT
6. WHERE THE EVENT WILL BE HELD
7. DATE OF EVENT
8. HOURS OF THE EVENT
9. ANY MUSIC OR GAMES, ETC THAT WILL BE AT THE EVENT AND THE HOURS
10. ALL LOCATIONS OF LIQUOR SALES
11. CATERING PERMIT FEE \$50.00
12. LETTER MUST BE RECEIVED 5 DAYS BEFORE THE COUNCIL MEETING TO BE APPROVED
13. MUST ATTEND COUNCIL MEETING TO GET APPROVED
14. SIGNATURE AND DATE REQUIRED



CITY OF MILLS
EST. 1921

City of Mills
704 Fourth Street / PO Box 789
Mills, WY, 82644
307-234-6679

Permit # _____
Fee \$ _____

Item # 11.

Catering Permit Application

Permit Fees Are Nonrefundable

ESTABLISHMENT APPLYING FOR PERMIT

	BAYOU LIQUORS		BEACON CLUB
	BIDS PLACE		D's OREGON TRAIL BAR
	MAVERIK ADVENTURE STOP	X	STAGGERS BAR
	THE HIDEAWAY LOUNGE		UNCORKED FINE WINE AND SPIRITS

APPLICANT INFORMATION			
APPLICANT:	Staggers		
CONTACT PERSON:	Carmen Wisser or Jennifer Wisser		
ADDRESS:	525 SW Wyo Blvd		
CITY:	Mills	STATE:	Wyo
TELEPHONE:	307-267-4124 or 307-277-0160		CELL:

EVENT INFORMATION			
EVENT NAME:	Endure the Elements		
TYPE OF EVENT:	<input type="checkbox"/> WEDDING <input type="checkbox"/> REUNION <input type="checkbox"/> ART SHOW <input type="checkbox"/> PRIVATE COMPANY PARTY (Select One) <input type="checkbox"/> CONCERT <input type="checkbox"/> FUND RAISER <input checked="" type="checkbox"/> OTHER <u>Dart Tournament</u>		
EVENT DATE:	Aug 26-27	EVENT TIME:	9am to 2am
EVENT ADDRESS:	525 SW Wyo Blvd		
OUTSIDE EVENT:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	STREET EVENT:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
		STREET CLOSURE NEEDED:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

FEES	
CITY OF MILLS CATERING PERMIT: \$25.00 A DAY	NUMBER OF DAYS PERMITTED: <u>2</u>
CITY OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: <u>50.00</u>
APPLICANTS SIGNATURE: <u>Carmen Wisser</u>	DATE: <u>8-5-22</u>

CITY OFFICIALS	
POLICE CHIEF:	DATE:
FIRE CHIEF:	DATE:
APPROVAL SIGNATURE:	APPROVAL DATE:

over →

Friday 2:00th - 5pm - 20m
 Saturday 27th 9am to 2am

Bar + boards will be set up under tent
 on South side of building. Only music will
 be like box which we will turn off by 10pm

CITY OF MILLS
 PO BOX 789
 704 FOURTH STREET
 MILLS NY 82644
 307-234-6679
 Aug 5, 2022
 Receipt No: 1.039141
 Carmen Wisser

Previous Balance: .00
 Permits Alcohol Permit 50.00
 Miscellaneous Revenue 10-36-100 50.00
 Total: 50.00
 Cash - Jonah Operating 50.00
 Payor: Carmen Wisser-Catering Permit 50.00
 Total Applied: 50.00
 Change Tendered: .00

Duplicate Copy
 08/05/2022 11:13 AM



ATLAS CPAs & Advisors PLLC
302 S David St, Ste 100
Casper, WY 82601

It's about time.

July 28, 2022

To the Members of the City Council
City of Mills
Mills, Wyoming 82644

We are pleased to confirm our understanding of the services we are to provide the City of Mills, Wyoming (the "City") for the year ended June 30, 2022. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion & Analysis
- 2) Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual (Budgetary Basis) for the General Fund
- 3) Schedule of Changes in Net Pension Liability and Related Ratios
- 4) Schedule of Pension Contributions
- 5) Notes to Required Supplemental Information

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements or in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of*

Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that

- (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and
- (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance.

The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the governing board of the City of Mills, Wyoming. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from

- (1) errors,
- (2) fraudulent financial reporting,
- (3) misappropriation of assets, or
- (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audit nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals,

funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City’s compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City’s major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City’s compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also perform the following nonaudit services:

- 1) Assist in preparing the financial statements and related notes of City of Mills, Wyoming in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you;

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for:

- (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error,

- including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met;
- (2) following laws and regulations;
- (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and
- (4) ensuring that management and financial information is reliable and properly reported.

Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with

- (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions,
- (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance,
- (3) additional information that we may request for the purpose of the audit, and unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving

- (1) management,
- (2) employees who have significant roles in internal control, and
- (3) others where the fraud could have a material effect on the financial statements.

Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management’s responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon.

City of Mills, Wyoming

June 30, 2022 Audit

Your responsibilities include acknowledging to us in the written representation letter that

- (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance;
- (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance;
- (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and
- (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that

- (1) you are responsible for presentation of the supplementary information in accordance with GAAP;
- (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP;
- (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and
- (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audit, attestation engagements, performance audit, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from this audit, attestation engagements, performance audit, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

Management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for these engagements is the property of ATLAS CPAs & Advisors PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be

made available upon request and in a timely manner to any governmental agency charged with oversight of your City, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of ATLAS CPAs & Advisors PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for these engagements will be retained for a minimum of five years after the report release date or for any additional period requested by any governmental agency charged with oversight of your City. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately September 1, 2022, and to issue our reports no later than January 31st, 2023. Loni Woodley, CPA, CFF, ABV, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for the audit will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$60,000, which includes a \$5,000 first year initial audit fee. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes fifteen days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Other Provisions

Our audit engagements end on the delivery of our audit reports. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2020 peer review report accompanies this letter.

The City of Mills, Wyoming agrees to hold ATLAS CPAs & Advisors PLLC and its partners, employees, heirs, executors, personal representatives, successors, and assigns harmless from any and all claims of your City which arise from knowing misrepresentation to ATLAS CPAs & Advisors PLLC by the management of your City, or the intentional withholding or concealment of information from ATLAS CPAs & Advisors PLLC by the management of your City, even where a court might hold that negligence was a factor, whether on the part of the City, it's staff, or on the part of the auditor, or its staff. The City of Mills, Wyoming also agrees to indemnify and defend ATLAS CPAs & Advisors PLLC for any and all claims made against ATLAS CPAs & Advisors PLLC by third parties which arise from any of these actions by the management of your City, even where a court might hold that negligence was a factor.

This engagement letter and all work arising from this engagement are subject to the laws, rules, regulations, and decrees of the State of Wyoming. In the event of litigation between your City and our firm, litigation shall be commenced and prosecuted in an appropriate court of competent jurisdiction within the State of Wyoming.


Both parties agree that any dispute arising from this engagement shall be the subject of negotiation and mediation, prior to the commencement of any litigation, or the filing of any complaint by or against either party.

You agree not to take any action that might impair the independence of ATLAS CPAs & Advisors PLLC, as defined by the AICPA Code of Professional Conduct. Such actions include any offer of employment or gifts to partners, officers, employees or agents of ATLAS CPAs & Advisors PLLC. If any member of your staff would like to make an offer of employment or gift, you agree that such offer or gift will be discussed with the engagement partner and/or senior manager before making such offer to the relevant person directly.

This engagement will not be assigned by us without the prior written consent of your City. Any changes in scope, character, or complexity of the work may be negotiated if it is mutually agreed that such changes are necessary.

We appreciate the opportunity to be of service to City of Mills, Wyoming, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

ATLAS CPAs & Advisors PLLC
 ATLAS CPAs & Advisors PLLC

MANAGEMENT RESPONSE

Approved on behalf of the City of Mills, Wyoming, as duly authorized agent of the entity undergoing this audit.

Signature: _____

Print: _____

Title: _____

Date: _____

Further, the City of Mills, Wyoming hereby designates the following member of its staff whom it believes has suitable skills, knowledge, and experience to oversee the services we provide:

Name: _____

Title: _____



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REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

January 30, 2020

To the Shareholders of
Atlas CPAs & Advisors
and the Peer Review Committee of the Colorado Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Atlas CPAs & Advisors (the firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Act and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Atlas CPAs & Advisors in effect for the year ended June 30, 2019 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Atlas CPAs & Advisors has received a peer review rating of *pass*.

Watson Coon Ryan, LLC

Watson Coon Ryan, LLC