

**REGULAR CITY COUNCIL
MEETING**

February 13, 2024

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:
Leah Juarez
Council President:
Sara McCarthy
Council Members:
Cherie Butcher
Brad Neumiller
Tim Sutherland

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Financial Approvals

- [1.](#) Treasurers Report January 2024
- [2.](#) Court Income Report January 2024
- [3.](#) Investment Accounts January 2024
- [4.](#) Financial Breakdown Report
- [5.](#) Regular/Police Payroll
- [6.](#) Fire Payroll
- [7.](#) Fire Payroll
- [8.](#) Transmittal Checks

Minutes

- [9.](#) Council Meeting Minutes from 1-23-2024

City Licenses

- [10.](#) New and Renewal Business and Contractors Licenses 2-13-2024

OPEN DISCUSSION

ORDINANCES AND RESOLUTIONS

- [11.](#) LESSEE RESOLUTION - Schedule No. 2 Exhibit E

Patrol Vehicles and Equipment

COUNCIL APPROVALS

[12.](#) 257 Business Park

[13.](#) Approve bid for the Riverfront Infrastructure project

NEW BUSINESS

14. Neva's Chicken & Waffles - food truck by the fire department

EXECUTIVE SESSION

15. Executive Session - Legal

16. Executive Session - Property Matter

17. Executive Session - Legal

18. Executive Session - Personnel Issue

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - FEBRUARY 27, 2024 AT 7:00PM / MARCH 12, 2024 AT 7:00PM

NEXT WORK SESSION - MARCH 11, 2024 AT 9:00AM / MARCH 12, 2024 AT 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.



January 2024 Account Balances

Operations Account	\$629,280.89
Water Deposit	\$119,472.84
Municipal Court	\$129,236.29
Court Bond	\$26,633.44
Police	\$24,562.30
Jonah Steel Eagle	\$500.01
WFIG Water Reserve	\$31.59
WGIF Sewer Reserve	\$31.53
WGIF Sanitation Reserve	\$31.59
WGIF General Fund Reserve	\$32.13
WGIF Reserve	\$31.51
WGIF Sewer Tap Reserve	\$31.70
WGIF Police Reserve	\$0.02
WGIF FD Trust Fund	\$0.02
WGIF Radio Read Fund	\$22,559.10
WGIF Buffalo Meadows Asset Account	\$31.78
WGIF Buffalo Meadows Debt Reserve	\$0.01
Wyo Class General Fund Reserve	\$122,257.43
Wyo Class Police Reserve	\$8,850.27
Wyo Class Cooley Trust Reserve	\$9,372.03
Wyo Class Parks Reserve	\$720.26
Wyo Class Sanitation Reserve	\$115,560.77
Wyo Class Sewer Reserve	\$83,803.77
Wyo Class Sewer Tap Reserve	\$112,053.76
Wyo Class Water Reserve	\$104,912.59
Wyo Class Buffalo Meadows Asset Acct	\$144,986.98
Wyo Class Buffalo Meadows Debt	\$16,257.73
Totals	\$1,671,242.34
Equity Line of Credit Balance - \$388,261.66	

City Treasurer, Alyssa Hartmann

Mayor, Leah Juarez

COURT INCOME REPORT JANUARY 2024

Item # 2.

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity Court Report	1/2-1/5	\$5,044.00							\$5,044.00
			\$2,350.00						-\$2,350.00
								Difference	\$7,394.00
Sales Activity Court Report	1/8-1/12	\$6,932.00		\$1,400.00					\$8,332.00
									\$0.00
								Difference	\$8,332.00
Sales Activity Court Report	1/15-1/19	\$2,994.00		\$2,725.00					\$5,719.00
			\$1,545.00						-\$1,545.00
								Difference	\$7,264.00
Sales Activity Court Report	1/22-1/26	\$4,369.00		\$1,280.00					\$5,649.00
			\$220.00						-\$220.00
								Difference	\$5,869.00
Sales Activity Court Report	1/29-1/31	\$3,600.00		\$1,440.00					\$5,040.00
									\$0.00
								Difference	\$5,040.00

Sales Activity Month Total	\$29,784.00
Proceedings Report Month Total	-\$4,115.00
Difference	\$33,899.00
Court Proceedings Check	\$29,784.00

Division of Victim Services Checks

Completed by: *Alyse Hartman*
City Treasurer

Approved by: *Keisti Stewart*
Court Clerk

Attested by: *[Signature]*
City Clerk

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230)	\$31.45		\$0.14		\$31.59	\$0.86
Transfer 5% of billing						
WGIF Sewer 7199 (99-10240)	\$31.39		\$0.14		\$31.53	\$0.83
Transfer 7% of billing						
WGIF Sanitation 7200 (99-10250)	\$31.45		\$0.14		\$31.59	\$0.83
Transfer 10% of billing						
WGIF Reserve 7197 (99-10260)	\$31.37		\$0.14		\$31.51	\$0.83
WGIF General Fund 7207 (99-10270)	\$31.99		\$0.14		\$32.13	\$0.84
WGIF Police Fund (99-10310)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF DWSRF #146 Radio Read (99-10300)	\$22,458.66		\$100.44		\$22,559.10	\$593.03
WGIF Fire Dept Trust Fund (99-10290)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF Sewer Tap Fund (99-10320)	\$31.56		\$0.14		\$31.70	\$0.84
WGIF Buffalo Meadows Debt Reserve	\$0.01		\$0.00		\$0.01	\$0.00
Cannot touch this account						
WGIF Buffalo Meadows Asset Account	\$31.64		\$0.14		\$31.78	\$0.84
Wyo Class General Fund	\$121,701.93		\$555.50		\$122,257.43	\$2,715.41
Wyo Class Police Reserve	\$8,810.09		\$40.18		\$8,850.27	\$236.20
Wyo Class Cooley Trust Reserve	\$9,329.43		\$42.60		\$9,372.03	\$250.32
Wyo Class Parks Reserve	\$716.90		\$3.36		\$720.26	\$19.26
Wyo Class Sanitation Reserve	\$115,035.69		\$525.08		\$115,560.77	\$3,085.41
Wyo Class Sewer Reserve	\$83,422.98		\$380.79		\$83,803.77	\$2,237.50
Wyo Class Sewer Tap Reserve	\$111,544.64		\$509.12		\$112,053.76	\$2,991.77
Wyo Class Water Reserve	\$104,435.94		\$476.65		\$104,912.59	\$2,801.07
Wyo Class Buffalo Meadows Asset Account	\$144,328.21		\$658.77		\$144,986.98	\$2,218.15

RESERVES REPAY ACCOUNT DETAIL	
Account	Repay Balance
Wyo Class Gen Fund Reserve	\$122,257.43
Wyo Class Water Reserve	\$104,912.59
Wyo Class Sewer Reserve	\$83,803.77
Wyo Class Sanitation Reserve	\$115,560.77
Total Repay Balance	\$426,534.56

TOTAL ACCOUNTS DETAIL	
Account	Balance
Investments Accounts Total	\$741,556.57
FIB Sweep Account	\$500.01
City Accounts	\$929,185.76
Total Accounts Balance	\$1,671,242.34

Wyo Class Buffalo Meadows Debt Reserve	\$61,183.87		\$73.86		\$16,257.73	\$300.03
Cannot touch this account						
Totals	\$783,189.24	\$0.00	\$3,367.33	\$0.00	\$741,556.57	\$17,454.02

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$629,280.89		Jonah Water Deposit Account	\$119,472.84	
Jonah Police Account	\$24,562.30		Jonah Municipal Account	\$129,236.29	
Jonah Court Bond Account	\$26,633.44				

Report Criteria:
 Report type: GL detail
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1841						
02/07/2024	1841	Amy Nelson	760.00	Bond Refund for Amy Nelson	10-26150	760.00
Total 1841:						760.00
1842						
02/07/2024	1842	Janelle Iddings	520.00	Bond Refund for Janelle Iddings	10-26150	520.00
Total 1842:						520.00
1843						
02/07/2024	1843	Jasline Eastman	760.00	Bond Refund for Jasline Eastman	10-26150	760.00
Total 1843:						760.00
1844						
02/07/2024	1844	Joseph Eiden	220.00	Bond Refund for Joseph Eiden	10-26150	220.00
Total 1844:						220.00
32206						
01/25/2024	32206	Big Horn Tire, Inc.	234.56-	1-245/55R18 Toyo tire for unit #8	10-54-900	234.56- V
01/25/2024	32206	Big Horn Tire, Inc.	842.76-	Replace tire x8	54-84-900	842.76- V
01/25/2024	32206	Big Horn Tire, Inc.	334.64-	Flat repair & new tires x2	54-84-900	334.64- V
Total 32206:						1,411.96-
32301						
01/25/2024	32301	Big Horn Tire, Inc.	234.56	1-245/55R18 Toyo tire for unit #8	10-54-900	234.56
01/25/2024	32301	Big Horn Tire, Inc.	18.00	Replace tire x8	54-84-900	18.00
01/25/2024	32301	Big Horn Tire, Inc.	334.64	Flat repair & new tires x2	54-84-900	334.64
Total 32301:						587.20

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32302						
01/25/2024	32302	Eli McNett	125.00	Per Diem ARIDE Class - Rock Springs Jan 25-26	10-54-910	125.00
Total 32302:						125.00
32303						
01/25/2024	32303	HUB International	55,436.92	Medical Premiums	10-23700	55,436.92
01/25/2024	32303	HUB International	2,396.05	Dental Premiums	10-23700	2,396.05
01/25/2024	32303	HUB International	509.82	Vision Premiums	10-23700	509.82
01/25/2024	32303	HUB International	189.00	Life	10-23700	189.00
01/25/2024	32303	HUB International	441.24	Aflac	10-23700	441.24
01/25/2024	32303	HUB International	54.36	Assurity	10-23700	54.36
01/25/2024	32303	HUB International	531.98	Washington National	10-23700	531.98
01/25/2024	32303	HUB International	5,827.00	HSA	10-23700	5,827.00
01/25/2024	32303	HUB International	204.63	Vol Life	10-23700	204.63
01/25/2024	32303	HUB International	450.50	Admin Fees	10-23700	450.50
01/25/2024	32303	HUB International	2,485.78	Medical Premiums Adjustment	10-23700	2,485.78
01/25/2024	32303	HUB International	22.20	Vision Premiums Adjustments	10-23700	22.20
01/25/2024	32303	HUB International	11.01	Life Premiums Adjustments	10-23700	11.01
01/25/2024	32303	HUB International	197.27	Aflac	10-23700	197.27
01/25/2024	32303	HUB International	128.16	Washington National Adjustments	10-23700	128.16
Total 32303:						63,197.08
32304						
01/25/2024	32304	Jimmy Lord	125.00	Per Diem ARIDE Class Rock Springs Jan 25-26	10-54-910	125.00
Total 32304:						125.00
32305						
01/25/2024	32305	Verizon	1,640.51	City of Mills Account	10-46-850	1,640.51
Total 32305:						1,640.51
32307						
01/29/2024	32307	307 Billing Services, LLC	2,000.00	EMS Billing Services	10-56-920	2,000.00
Total 32307:						2,000.00

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32308						
01/29/2024	32308	Charter Communications	97.98	Internet at the Small Hall	10-46-982	97.98
Total 32308:						97.98
32309						
01/29/2024	32309	Maxwell Promotions	2,000.00	Stage Rental Deposit Summerfest 2024	12-45-998	2,000.00
Total 32309:						2,000.00
32317						
02/07/2024	32317	Dominic Saracusa	33.55	Water Deposit Refund for Dominic Saracusa	51-26150	33.55
Total 32317:						33.55
32318						
02/07/2024	32318	Eli McNett	550.00	Clothing Stipened 2024	10-54-855	550.00
Total 32318:						550.00
32319						
02/07/2024	32319	Justin Buchholz	550.00	Clothing Stipend 2024	10-54-855	550.00
Total 32319:						550.00
32320						
02/07/2024	32320	Mundt Energy Services	41.68	Water Deposit Refund for Mundt Energy Services	51-26150	41.68
Total 32320:						41.68
32321						
02/07/2024	32321	Xiubo Luo	17.00	Water Deposit Refund for Xiubo Luo	51-26150	17.00
Total 32321:						17.00
32323						
02/08/2024	32323	ALSCO, Inc	113.45	January 3rd service	10-64-855	113.45
02/08/2024	32323	ALSCO, Inc	41.13	Jan 10 Service	10-64-855	41.13
02/08/2024	32323	ALSCO, Inc	113.45	Jan. 17 Service	10-64-855	113.45

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/08/2024	32323	ALSCO, Inc	159.91	Rugs & Mats for Police	12-45-260	159.91
02/08/2024	32323	ALSCO, Inc	113.45	Service January 31, 2024	10-64-855	113.45
Total 32323:						541.39
32324						
02/08/2024	32324	Amazon Capital Services, Inc	59.99	MA300YMCKO Color ribbon for card reader	10-54-350	59.99
02/08/2024	32324	Amazon Capital Services, Inc	374.48	iRobot Roomba Combo Floor Cleaner	10-54-450	374.48
Total 32324:						434.47
32325						
02/08/2024	32325	Arcadis US, Inc	14,475.70	Professional Servises for December 2023	12-45-230	14,475.70
02/08/2024	32325	Arcadis US, Inc	1,899.10	Professional Servises for January 2024	12-45-230	1,899.10
Total 32325:						16,374.80
32326						
02/08/2024	32326	ATEC	34.79	Filter	10-61-950	34.79
Total 32326:						34.79
32327						
02/08/2024	32327	ATLAS CPAs & Advisors, PLLC	7,500.00	Progress bill for services for year ended June 30,2023	10-46-930	7,500.00
02/08/2024	32327	ATLAS CPAs & Advisors, PLLC	7,500.00	Progress bill for services for year ended June 30,2023	50-46-930	7,500.00
Total 32327:						15,000.00
32328						
02/08/2024	32328	Atlas Office Products, Inc	58.04	Correction tape, highlighters, SD card	10-54-235	58.04
02/08/2024	32328	Atlas Office Products, Inc	9.80	SD Card	10-54-235	9.80
Total 32328:						67.84
32329						
02/08/2024	32329	B & B Rubber Stamp	48.00	Nameplates and name tag for Sarah Osborn	10-44-235	48.00
02/08/2024	32329	B & B Rubber Stamp	42.50	Nameplates and name tag for RaeLyn Stoneking	10-51-235	42.50

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32329:						90.50
32330						
02/08/2024	32330	Big Horn Tire, Inc.	74.95	Alignment Unit 68	10-53-950	74.95
Total 32330:						74.95
32331						
02/08/2024	32331	Buffalo Development	1,100.00	Recapture Payment - Lot 54	50-46-876	1,100.00
Total 32331:						1,100.00
32332						
02/08/2024	32332	Bush-Wells Sporting Goods	382.95	Uniform Apparel	10-56-855	382.95
Total 32332:						382.95
32333						
02/08/2024	32333	Casey Coates	229.99	Reimbursement collection systems exam preparation	51-81-910	229.99
02/08/2024	32333	Casey Coates	100.00	Reimbursement passed level 2 collection systems exam	51-81-910	100.00
Total 32333:						329.99
32334						
02/08/2024	32334	Century Link	64.72	Services for WTP	10-46-983	64.72
02/08/2024	32334	Century Link	87.48	Services for PD	10-46-983	87.48
02/08/2024	32334	Century Link	132.30	Services for WTP and Police Dispatch	10-46-983	132.30
Total 32334:						284.50
32335						
02/08/2024	32335	Charter Communications	562.54	Charter Control Account	10-46-982	562.54
Total 32335:						562.54
32336						
02/08/2024	32336	City of Casper	32,386.46	201 Sewer RWWS	53-83-620	32,386.46
02/08/2024	32336	City of Casper	9,393.60	PSCC Charges for December 2023	10-54-500	9,393.60

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/08/2024	32336	City of Casper	1,588.51	Dispatch fees for December 2023	10-56-502	1,588.51
02/08/2024	32336	City of Casper	582.00	Balefill	54-84-250	582.00
02/08/2024	32336	City of Casper	438.75	Balefill	54-84-250	438.75
02/08/2024	32336	City of Casper	693.00	Balefill	54-84-250	693.00
02/08/2024	32336	City of Casper	1,093.50	Balefill	54-84-250	1,093.50
02/08/2024	32336	City of Casper	803.25	Balefill	54-84-250	803.25
02/08/2024	32336	City of Casper	684.75	Balefill	54-84-250	684.75
02/08/2024	32336	City of Casper	571.50	Balefill	54-84-250	571.50
02/08/2024	32336	City of Casper	766.50	Balefill	54-84-250	766.50
02/08/2024	32336	City of Casper	1,128.00	Balefill	54-84-250	1,128.00
02/08/2024	32336	City of Casper	783.00	Balefill	54-84-250	783.00
Total 32336:						50,912.82
32337						
02/08/2024	32337	Communication Technologies Inc	198.00	Wire harness	54-84-950	198.00
Total 32337:						198.00
32338						
02/08/2024	32338	Computer Professionals Unlimited	4,194.00	Dell Rugged Laptops for New Cop Cars	10-55-390	4,194.00
02/08/2024	32338	Computer Professionals Unlimited	679.96	Black toner for PD printer (4 cartridges)	10-55-880	679.96
02/08/2024	32338	Computer Professionals Unlimited	369.00	Ubiquiti Viewport for Clerk Office, computer speakers	10-55-390	369.00
Total 32338:						5,242.96
32339						
02/08/2024	32339	Defense Technology	1,596.75	Ammo	10-54-220	1,596.75
Total 32339:						1,596.75
32340						
02/08/2024	32340	DFPES	98.34	Inspection & Code Enforcement book	10-56-910	98.34
Total 32340:						98.34
32341						
02/08/2024	32341	Diamond Vogel	238.04	Paint for the City Hall	12-45-260	238.04

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32341:						238.04
32342						
02/08/2024	32342	ESO Solutions Inc	694.31	3-month extension on reporting software	10-56-730	694.31
Total 32342:						694.31
32343						
02/08/2024	32343	Fastenal	3.53	Screws	10-64-840	3.53
Total 32343:						3.53
32344						
02/08/2024	32344	Ferguson Waterworks #1116	7.15	5-1/4 NOZ lock	51-81-280	7.15
02/08/2024	32344	Ferguson Waterworks #1116	76.20	2-1/2 O-Ring x10	51-81-280	76.20
02/08/2024	32344	Ferguson Waterworks #1116	119.00	Curb stop box	51-81-840	119.00
02/08/2024	32344	Ferguson Waterworks #1116	9,947.29	Annual RNI Fees	51-81-826	9,947.29
Total 32344:						10,149.64
32345						
02/08/2024	32345	Floyd's Truck Center WY	10,280.82	Repair rear Torison bars & bushings	54-84-950	10,280.82
02/08/2024	32345	Floyd's Truck Center WY	21.77	Headlamp harness	54-84-950	21.77
02/08/2024	32345	Floyd's Truck Center WY	846.39	Transmission Oil & filter for E92	10-54-950	846.39
Total 32345:						11,148.98
32346						
02/08/2024	32346	Grainger, Inc	406.06	Safety Supplies	10-64-820	406.06
Total 32346:						406.06
32347						
02/08/2024	32347	Homax	102.10	Fuel Charges for P/W Sewer	53-83-370	102.10
02/08/2024	32347	Homax	383.07	Fuel Charges for P/W Streets	10-61-370	383.07
02/08/2024	32347	Homax	118.71	Fuel Charges for P/W Sewer	53-83-370	118.71
02/08/2024	32347	Homax	300.35	Fuel Charges for PW/Water	51-81-370	300.35
02/08/2024	32347	Homax	31.49	Fuel Charges for Parks	10-70-370	31.49

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/08/2024	32347	Homax	1,990.61	Fuel Charges for P/W Sanitation	54-84-370	1,990.61
02/08/2024	32347	Homax	44.76	Fuel Charges for P/W Shop	10-65-370	44.76
Total 32347:						2,971.09
32348						
02/08/2024	32348	Hose & Rubber Supply	24.94	Hose Repair	54-84-950	24.94
Total 32348:						24.94
32349						
02/08/2024	32349	Imperial Pump Solutions	135.00	Remove clogging & reset pump	53-83-420	135.00
Total 32349:						135.00
32350						
02/08/2024	32350	Jacob Shirley	100.00	Reimbursment passed Level 1 collection systems exa	10-61-910	100.00
Total 32350:						100.00
32351						
02/08/2024	32351	Knife River Materials	512.54	Recycled Asphalt (27.8 Ton)	12-45-240	512.54
02/08/2024	32351	Knife River Materials	753.93	Crushed base (36.51 Ton)	12-45-240	753.93
Total 32351:						1,266.47
32352						
02/08/2024	32352	Menards	54.90	Painting supplies for City Hall	12-45-260	54.90
02/08/2024	32352	Menards	24.99	Light bulb for outside light where volunteers park	10-56-620	24.99
Total 32352:						79.89
32353						
02/08/2024	32353	NAPA Auto Parts	58.29	Filters & oil Unit #15	10-61-950	58.29
02/08/2024	32353	NAPA Auto Parts	58.29	Filters & oil Unit #16	10-61-950	58.29
02/08/2024	32353	NAPA Auto Parts	12.99	Rocker Switch Unit #19	54-84-950	12.99
02/08/2024	32353	NAPA Auto Parts	34.97	Filters	10-61-950	34.97
02/08/2024	32353	NAPA Auto Parts	144.98	Control arms Unit #24 electrical inspector	10-57-950	144.98
02/08/2024	32353	NAPA Auto Parts	19.49	Catalytic Cleaner	10-64-840	19.49

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/08/2024	32353	NAPA Auto Parts	37.31	WT #2 Maintenance	52-82-950	37.31
02/08/2024	32353	NAPA Auto Parts	25.99	Connector	10-61-950	25.99
02/08/2024	32353	NAPA Auto Parts	23.91	Power Steering Hose	10-64-840	23.91
02/08/2024	32353	NAPA Auto Parts	131.06	WT #2 Service	52-82-950	131.06
02/08/2024	32353	NAPA Auto Parts	23.91-	Credit power steering hose	10-64-840	23.91-
02/08/2024	32353	NAPA Auto Parts	69.98	Box of rags	10-64-840	69.98
02/08/2024	32353	NAPA Auto Parts	23.98	Shop Towels	10-61-950	23.98
02/08/2024	32353	NAPA Auto Parts	55.12	Air Filters Unit #20	54-84-950	55.12
02/08/2024	32353	NAPA Auto Parts	185.25	Parts for MS85	10-56-950	185.25
02/08/2024	32353	NAPA Auto Parts	192.36	Battery Building Inspector	10-57-950	192.36
02/08/2024	32353	NAPA Auto Parts	18.00-	Core Credit	10-57-950	18.00-
02/08/2024	32353	NAPA Auto Parts	58.89	Parts for CH9	10-56-950	58.89
02/08/2024	32353	NAPA Auto Parts	9.32	Filter K9	10-54-950	9.32
02/08/2024	32353	NAPA Auto Parts	14.58	Parts for CH9	10-56-950	14.58
02/08/2024	32353	NAPA Auto Parts	15.99	Fuelfilter for the muel	10-56-950	15.99
02/08/2024	32353	NAPA Auto Parts	42.98	Lights Unit #20	54-84-950	42.98
02/08/2024	32353	NAPA Auto Parts	25.66	Oil, filter Unit 11	10-54-950	25.66
02/08/2024	32353	NAPA Auto Parts	21.00	Fitler Unit 67	10-54-950	21.00
02/08/2024	32353	NAPA Auto Parts	41.39	Belt, filter Unit 68	10-54-950	41.39
02/08/2024	32353	NAPA Auto Parts	9.32	Filter Unit +8	10-54-950	9.32
02/08/2024	32353	NAPA Auto Parts	9.32	Filter Unit 68	10-54-950	9.32
02/08/2024	32353	NAPA Auto Parts	167.72	Parts for BR92	10-56-950	167.72
02/08/2024	32353	NAPA Auto Parts	131.94	Diesel Antige	10-64-840	131.94
02/08/2024	32353	NAPA Auto Parts	39.64	Filter Unit 5, 12	10-54-950	39.64
02/08/2024	32353	NAPA Auto Parts	48.26	Filter for MS85	10-56-950	48.26
02/08/2024	32353	NAPA Auto Parts	127.77	Parts for BR92	10-56-950	127.77
02/08/2024	32353	NAPA Auto Parts	16.34	Panel filter Units #5 & 12	10-54-950	16.34
Total 32353:						1,812.18
32354						
02/08/2024	32354	Natrona County Sheriffs Office	12,138.69	Jail Costs Dec. 2023	10-54-415	12,138.69
Total 32354:						12,138.69
32355						
02/08/2024	32355	Norco, Inc	77.49	Snow Shovel x2	54-84-840	77.49
02/08/2024	32355	Norco, Inc	30.52	Bomber jacket for Erica	10-56-855	30.52
02/08/2024	32355	Norco, Inc	355.24	Oxygen sensor and cal gas for 4-gas monitors	10-56-393	355.24

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/08/2024	32355	Norco, Inc	87.40	Bath tissues	10-64-840	87.40
02/08/2024	32355	Norco, Inc	13.95	Cylinder Rental	10-64-840	13.95
Total 32355:						564.60
32356						
02/08/2024	32356	Peden's Inc.	75.00	Redwood plaque for Christine Trumbull	10-49-310	75.00
02/08/2024	32356	Peden's Inc.	96.00	Embroidery on beanies	10-54-855	96.00
02/08/2024	32356	Peden's Inc.	164.00	Recognition plaques	10-54-310	164.00
Total 32356:						335.00
32357						
02/08/2024	32357	Perla Renteria	500.00	Hall Rental Deposit Refund	10-36-420	500.00
Total 32357:						500.00
32358						
02/08/2024	32358	Peterbilt of Wyoming Inc	107.20	Parts for E92	10-56-950	107.20
02/08/2024	32358	Peterbilt of Wyoming Inc	12.50	Parts for E92	10-56-950	12.50
Total 32358:						119.70
32359						
02/08/2024	32359	Quadient, Inc	3,228.48	Postage	10-44-226	3,228.48
Total 32359:						3,228.48
32360						
02/08/2024	32360	River Heights Development LLC	10,000.00	Last Quarterly payment for River Heights recapture	50-46-950	10,000.00
02/08/2024	32360	River Heights Development LLC	2,172.51	Water & Sewer at 1222 River Heights Lot #12	50-46-950	2,172.51
Total 32360:						12,172.51
32361						
02/08/2024	32361	Rocky Mountain Power	1,282.48	240 S Chamberlin Rd Electricity	50-46-941	1,282.48
Total 32361:						1,282.48

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32362						
02/08/2024	32362	Safety - Kleen Systems	495.21	Solvent Tank	10-64-260	495.21
Total 32362:						495.21
32363						
02/08/2024	32363	Schwartz, Bon, Walker & Studer,	23,333.32	Services performed by Patrick Holscher	10-46-240	23,333.32
Total 32363:						23,333.32
32364						
02/08/2024	32364	Sundahl, Powers, Kapp & Martin,	5,008.70	Attorneys Fees	10-51-241	5,008.70
Total 32364:						5,008.70
32365						
02/08/2024	32365	Sutherlands	95.50	Office re-model 2023	10-64-840	95.50
02/08/2024	32365	Sutherlands	11.97	Painting supplies for City Hall	12-45-260	11.97
02/08/2024	32365	Sutherlands	2.98	Cover plate	10-64-840	2.98
02/08/2024	32365	Sutherlands	18.25	Spray Paint	10-64-840	18.25
02/08/2024	32365	Sutherlands	5.99	Hanging hooks for clock in Council Room	12-45-260	5.99
02/08/2024	32365	Sutherlands	35.69	Pressure washer hose	10-64-840	35.69
02/08/2024	32365	Sutherlands	80.92	Painting supplies for City Hall	12-45-260	80.92
Total 32365:						251.30
32366						
02/08/2024	32366	TransUnion Risk and Alternative	75.00	Monthly Charge for Background Investigations	10-54-330	75.00
Total 32366:						75.00
32367						
02/08/2024	32367	TWEnterprises Inc	23,478.77	New engine - Platte View lift station generator	53-83-420	23,478.77
Total 32367:						23,478.77
32368						
02/08/2024	32368	Unemployment Tax Division	6,258.07	Reimbursable benefit payments Qtr. 4 2023	10-21300	6,258.07

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32368:						6,258.07
32369						
02/08/2024	32369	Verizon	138.70	Machine to Machine fire department	10-46-850	138.70
Total 32369:						138.70
32370						
02/08/2024	32370	Western Wyoming Lock & Safe	313.25	Water plant re-key	52-82-810	313.25
Total 32370:						313.25
32371						
02/08/2024	32371	Wyoming Machinery Co Inc	157.25	Filters (Skid Steer)	10-61-950	157.25
Total 32371:						157.25
32372						
02/08/2024	32372	Wyoming State Firemen's Associa	75.00	Annual Dues 2024	10-56-730	75.00
Total 32372:						75.00
32373						
02/08/2024	32373	Y2 Consultants LLC	4,850.50	Planning Services for the City	10-57-499	4,850.50
Total 32373:						4,850.50
32374						
02/08/2024	32374	Zoll Data Systems Dept #42374	1,500.00	Billing Implementation	10-56-920	1,500.00
Total 32374:						1,500.00
32375						
02/08/2024	32375	Zoll Medical Corporation	72.57	EKG paper for cardiac monitors	10-56-425	72.57
02/08/2024	32375	Zoll Medical Corporation	224.00	Pediatric electrodes	10-56-425	224.00
02/08/2024	32375	Zoll Medical Corporation	123.00	ECG Electrodes	10-56-425	123.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32375:						419.57
Grand Totals:						290,866.86

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	3,120.89	164,740.68-	161,619.79-
10-21300	6,258.07	.00	6,258.07
10-23700	66,041.50	2,844.42-	63,197.08
10-26150	2,260.00	.00	2,260.00
10-36-420	500.00	.00	500.00
10-44-226	3,228.48	.00	3,228.48
10-44-235	48.00	.00	48.00
10-46-240	23,333.32	.00	23,333.32
10-46-850	1,779.21	.00	1,779.21
10-46-930	7,500.00	.00	7,500.00
10-46-982	660.52	.00	660.52
10-46-983	284.50	.00	284.50
10-49-310	75.00	.00	75.00
10-51-235	42.50	.00	42.50
10-51-241	5,008.70	.00	5,008.70
10-53-950	74.95	.00	74.95
10-54-220	1,596.75	.00	1,596.75
10-54-235	67.84	.00	67.84
10-54-310	164.00	.00	164.00
10-54-330	75.00	.00	75.00
10-54-350	59.99	.00	59.99
10-54-415	12,138.69	.00	12,138.69
10-54-450	374.48	.00	374.48
10-54-500	9,393.60	.00	9,393.60
10-54-855	1,196.00	.00	1,196.00
10-54-900	234.56	234.56-	.00
10-54-910	250.00	.00	250.00
10-54-950	1,018.38	.00	1,018.38

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-55-390	4,563.00	.00	4,563.00
10-55-880	679.96	.00	679.96
10-56-393	355.24	.00	355.24
10-56-425	419.57	.00	419.57
10-56-502	1,588.51	.00	1,588.51
10-56-620	24.99	.00	24.99
10-56-730	769.31	.00	769.31
10-56-855	413.47	.00	413.47
10-56-910	98.34	.00	98.34
10-56-920	3,500.00	.00	3,500.00
10-56-950	738.16	.00	738.16
10-57-499	4,850.50	.00	4,850.50
10-57-950	337.34	18.00-	319.34
10-61-370	383.07	.00	383.07
10-61-910	100.00	.00	100.00
10-61-950	393.56	.00	393.56
10-64-260	495.21	.00	495.21
10-64-820	406.06	.00	406.06
10-64-840	502.62	23.91-	478.71
10-64-855	381.48	.00	381.48
10-65-370	44.76	.00	44.76
10-70-370	31.49	.00	31.49
12-21100	.00	20,193.00-	20,193.00-
12-45-230	16,374.80	.00	16,374.80
12-45-240	1,266.47	.00	1,266.47
12-45-260	551.73	.00	551.73
12-45-998	2,000.00	.00	2,000.00
50-21100	.00	22,054.99-	22,054.99-
50-46-876	1,100.00	.00	1,100.00
50-46-930	7,500.00	.00	7,500.00
50-46-941	1,282.48	.00	1,282.48
50-46-950	12,172.51	.00	12,172.51
51-21100	.00	10,872.21-	10,872.21-
51-26150	92.23	.00	92.23
51-81-280	83.35	.00	83.35
51-81-370	300.35	.00	300.35
51-81-826	9,947.29	.00	9,947.29
51-81-840	119.00	.00	119.00
51-81-910	329.99	.00	329.99
52-21100	.00	481.62-	481.62-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
52-82-810	313.25	.00	313.25
52-82-950	168.37	.00	168.37
53-21100	.00	56,221.04-	56,221.04-
53-83-370	220.81	.00	220.81
53-83-420	23,613.77	.00	23,613.77
53-83-620	32,386.46	.00	32,386.46
54-21100	1,177.40	20,601.61-	19,424.21-
54-84-250	7,544.25	.00	7,544.25
54-84-370	1,990.61	.00	1,990.61
54-84-840	77.49	.00	77.49
54-84-900	352.64	1,177.40-	824.76-
54-84-950	10,636.62	.00	10,636.62
Grand Totals:	<u>299,463.44</u>	<u>299,463.44-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
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Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

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
ALSCO, Inc								
350	ALSCO, Inc	LCAS1578830	01/03/2024	113.45	113.45	02/08/2024	02/08/2024	32323
350	ALSCO, Inc	LCAS1579974	01/10/2024	41.13	41.13	02/08/2024	02/08/2024	32323
350	ALSCO, Inc	LCAS1581103	01/17/2024	113.45	113.45	02/08/2024	02/08/2024	32323
350	ALSCO, Inc	LCAS1581227	01/17/2024	159.91	159.91	02/08/2024	02/08/2024	32323
350	ALSCO, Inc	LCAS1583388	01/31/2024	113.45	113.45	02/08/2024	02/08/2024	32323
Total ALSCO, Inc:				541.39	541.39			
Amazon Capital Services, Inc								
7825	Amazon Capital Services, Inc	114-4820280-9	01/30/2024	59.99	59.99	02/08/2024	02/08/2024	32324
7825	Amazon Capital Services, Inc	114-4850037-0	01/18/2024	374.48	374.48	02/08/2024	02/08/2024	32324
Total Amazon Capital Services, Inc:				434.47	434.47			
Arcadis US, Inc								
8218	Arcadis US, Inc	34410342	01/08/2024	14,475.70	14,475.70	02/08/2024	02/08/2024	32325
8218	Arcadis US, Inc	34415419	02/02/2024	1,899.10	1,899.10	02/08/2024	02/08/2024	32325
Total Arcadis US, Inc:				16,374.80	16,374.80			
ATEC								
8162	ATEC	00010863	11/30/2023	34.79	34.79	02/08/2024	02/08/2024	32326
Total ATEC:				34.79	34.79			
ATLAS CPAs & Advisors, PLLC								
8242	ATLAS CPAs & Advisors, PLLC	280-3218	01/22/2024	7,500.00	7,500.00	02/08/2024	02/08/2024	32327
8242	ATLAS CPAs & Advisors, PLLC	280-3218	01/22/2024	7,500.00	7,500.00	02/08/2024	02/08/2024	32327
Total ATLAS CPAs & Advisors, PLLC:				15,000.00	15,000.00			
Atlas Office Products, Inc								
620	Atlas Office Products, Inc	89312-0	01/29/2024	58.04	58.04	02/08/2024	02/08/2024	32328
620	Atlas Office Products, Inc	89312-1	01/31/2024	9.80	9.80	02/08/2024	02/08/2024	32328
Total Atlas Office Products, Inc:				67.84	67.84			
B & B Rubber Stamp								
650	B & B Rubber Stamp	124290	01/17/2024	48.00	48.00	02/08/2024	02/08/2024	32329
650	B & B Rubber Stamp	124316	01/30/2024	42.50	42.50	02/08/2024	02/08/2024	32329
Total B & B Rubber Stamp:				90.50	90.50			
Big Horn Tire, Inc.								
7983	Big Horn Tire, Inc.	04-72493	01/25/2024	74.95	74.95	02/08/2024	02/08/2024	32330
Total Big Horn Tire, Inc.:				74.95	74.95			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Buffalo Development								
8190	Buffalo Development	14	01/30/2024	1,100.00	1,100.00	02/08/2024	02/08/2024	32331
Total Buffalo Development:				1,100.00	1,100.00			
Bush-Wells Sporting Goods								
8318	Bush-Wells Sporting Goods	BBF010148-BK	02/05/2024	382.95	382.95	02/08/2024	02/08/2024	32332
Total Bush-Wells Sporting Goods:				382.95	382.95			
Casey Coates								
7997	Casey Coates	211045	01/12/2024	229.99	229.99	02/08/2024	02/08/2024	32333
7997	Casey Coates	5391847	01/12/2024	100.00	100.00	02/08/2024	02/08/2024	32333
Total Casey Coates:				329.99	329.99			
Century Link								
1350	Century Link	012524	01/25/2024	64.72	64.72	02/08/2024	02/08/2024	32334
1350	Century Link	012524	01/25/2024	87.48	87.48	02/08/2024	02/08/2024	32334
1350	Century Link	012524	01/25/2024	132.30	132.30	02/08/2024	02/08/2024	32334
Total Century Link:				284.50	284.50			
Charter Communications								
1390	Charter Communications	173031301012	01/21/2024	562.54	562.54	02/08/2024	02/08/2024	32335
Total Charter Communications:				562.54	562.54			
City of Casper								
1510	City of Casper	22207-01/24	01/29/2024	32,386.46	32,386.46	02/08/2024	02/08/2024	32336
1510	City of Casper	4899	12/31/2023	9,393.60	9,393.60	02/08/2024	02/08/2024	32336
1510	City of Casper	4900	12/31/2023	1,588.51	1,588.51	02/08/2024	02/08/2024	32336
1510	City of Casper	623838	01/18/2024	582.00	582.00	02/08/2024	02/08/2024	32336
1510	City of Casper	623857	01/19/2024	438.75	438.75	02/08/2024	02/08/2024	32336
1510	City of Casper	623878	01/22/2024	693.00	693.00	02/08/2024	02/08/2024	32336
1510	City of Casper	623914	01/23/2024	1,093.50	1,093.50	02/08/2024	02/08/2024	32336
1510	City of Casper	623940	01/24/2024	803.25	803.25	02/08/2024	02/08/2024	32336
1510	City of Casper	623972	01/25/2024	684.75	684.75	02/08/2024	02/08/2024	32336
1510	City of Casper	623992	01/26/2024	571.50	571.50	02/08/2024	02/08/2024	32336
1510	City of Casper	624016	01/29/2024	766.50	766.50	02/08/2024	02/08/2024	32336
1510	City of Casper	624052	01/30/2024	1,128.00	1,128.00	02/08/2024	02/08/2024	32336
1510	City of Casper	624081	01/31/2024	783.00	783.00	02/08/2024	02/08/2024	32336
Total City of Casper:				50,912.82	50,912.82			
Communication Technologies Inc								
1640	Communication Technologies Inc	91923	01/31/2024	198.00	198.00	02/08/2024	02/08/2024	32337
Total Communication Technologies Inc:				198.00	198.00			
Computer Professionals Unlimited								
7450	Computer Professionals Unlimited	INV125526	01/18/2024	4,194.00	4,194.00	02/08/2024	02/08/2024	32338
7450	Computer Professionals Unlimited	INV125529	01/19/2024	679.96	679.96	02/08/2024	02/08/2024	32338
7450	Computer Professionals Unlimited	INV125549	01/30/2024	369.00	369.00	02/08/2024	02/08/2024	32338
Total Computer Professionals Unlimited:				5,242.96	5,242.96			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Court Bonds								
7866	Court Bonds	20822	02/06/2024	220.00	220.00	02/07/2024	02/07/2024	1844
7866	Court Bonds	21466	01/22/2024	760.00	760.00	02/07/2024	02/07/2024	1844
7866	Court Bonds	22265	01/31/2024	760.00	760.00	02/07/2024	02/07/2024	1844
7866	Court Bonds	57929	02/01/2024	520.00	520.00	02/07/2024	02/07/2024	1844
Total Court Bonds:				2,260.00	2,260.00			
Defense Technology								
8319	Defense Technology	SO-0022446	01/22/2024	1,596.75	1,596.75	02/08/2024	02/08/2024	32339
Total Defense Technology:				1,596.75	1,596.75			
DFPES								
8167	DFPES	254793	01/16/2024	98.34	98.34	02/08/2024	02/08/2024	32340
Total DFPES:				98.34	98.34			
Diamond Vogel								
2110	Diamond Vogel	726311391	01/26/2024	238.04	238.04	02/08/2024	02/08/2024	32341
Total Diamond Vogel:				238.04	238.04			
Eli McNett								
8316	Eli McNett	012924	01/29/2024	550.00	550.00	02/07/2024	02/07/2024	32318
Total Eli McNett:				550.00	550.00			
ESO Solutions Inc								
8170	ESO Solutions Inc	ESO-129706	01/02/2024	694.31	694.31	02/08/2024	02/08/2024	32342
Total ESO Solutions Inc:				694.31	694.31			
Fastenal								
2490	Fastenal	WYCAS169811	02/02/2024	3.53	3.53	02/08/2024	02/08/2024	32343
Total Fastenal:				3.53	3.53			
Ferguson Waterworks #1116								
2540	Ferguson Waterworks #1116	1485096	01/09/2024	7.15	7.15	02/08/2024	02/08/2024	32344
2540	Ferguson Waterworks #1116	1489749	01/09/2024	76.20	76.20	02/08/2024	02/08/2024	32344
2540	Ferguson Waterworks #1116	1493383	01/23/2024	119.00	119.00	02/08/2024	02/08/2024	32344
2540	Ferguson Waterworks #1116	1495762	02/01/2024	9,947.29	9,947.29	02/08/2024	02/08/2024	32344
Total Ferguson Waterworks #1116:				10,149.64	10,149.64			
Floyd's Truck Center WY								
3410	Floyd's Truck Center WY	R302010337:0	09/18/2023	10,280.82	10,280.82	02/08/2024	02/08/2024	32345
3410	Floyd's Truck Center WY	X302066098:0	02/01/2024	21.77	21.77	02/08/2024	02/08/2024	32345
3410	Floyd's Truck Center WY	X302066342:0	01/26/2024	846.39	846.39	02/08/2024	02/08/2024	32345
Total Floyd's Truck Center WY:				11,148.98	11,148.98			
Grainger, Inc								
2840	Grainger, Inc	9937780998	12/21/2023	406.06	406.06	02/08/2024	02/08/2024	32346

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Grainger, Inc:				406.06	406.06			
Hall Rental Deposit								
8310	Hall Rental Deposit	01/20/24	01/20/2024	500.00	500.00	02/08/2024	02/08/2024	32357
Total Hall Rental Deposit:				500.00	500.00			
Homax								
3120	Homax	CL25042	12/31/2023	102.10	102.10	02/08/2024	02/08/2024	32347
3120	Homax	CL25043	12/31/2023	383.07	383.07	02/08/2024	02/08/2024	32347
3120	Homax	CL25044	12/31/2023	118.71	118.71	02/08/2024	02/08/2024	32347
3120	Homax	CL25045	12/31/2023	300.35	300.35	02/08/2024	02/08/2024	32347
3120	Homax	CL25047	12/31/2023	31.49	31.49	02/08/2024	02/08/2024	32347
3120	Homax	CL25048	12/31/2023	1,990.61	1,990.61	02/08/2024	02/08/2024	32347
3120	Homax	CL25049	12/31/2023	44.76	44.76	02/08/2024	02/08/2024	32347
Total Homax:				2,971.09	2,971.09			
Hose & Rubber Supply								
3150	Hose & Rubber Supply	01883557	01/29/2024	24.94	24.94	02/08/2024	02/08/2024	32348
Total Hose & Rubber Supply:				24.94	24.94			
Imperial Pump Solutions								
8104	Imperial Pump Solutions	1504	01/22/2024	135.00	135.00	02/08/2024	02/08/2024	32349
Total Imperial Pump Solutions:				135.00	135.00			
Jacob Shirley								
8313	Jacob Shirley	011224	01/12/2024	100.00	100.00	02/08/2024	02/08/2024	32350
Total Jacob Shirley:				100.00	100.00			
Justin Buchholz								
8254	Justin Buchholz	012924	01/29/2024	550.00	550.00	02/07/2024	02/07/2024	32319
Total Justin Buchholz:				550.00	550.00			
Knife River Materials								
8320	Knife River Materials	332024	02/01/2024	512.54	512.54	02/08/2024	02/08/2024	32351
8320	Knife River Materials	332025	02/01/2024	753.93	753.93	02/08/2024	02/08/2024	32351
Total Knife River Materials:				1,266.47	1,266.47			
Menards								
4250	Menards	80584	01/25/2024	54.90	54.90	02/08/2024	02/08/2024	32352
4250	Menards	81058	02/04/2024	24.99	24.99	02/08/2024	02/08/2024	32352
Total Menards:				79.89	79.89			
NAPA Auto Parts								
4600	NAPA Auto Parts	072138	12/28/2023	58.29	58.29	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	072141	12/28/2023	58.29	58.29	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	073336	01/02/2024	12.99	12.99	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	073603	01/03/2024	34.97	34.97	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	074651	01/05/2024	144.98	144.98	02/08/2024	02/08/2024	32353

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
4600	NAPA Auto Parts	074846	01/05/2024	19.49	19.49	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	075360	01/08/2024	37.31	37.31	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	075385	01/08/2024	25.99	25.99	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	075747	01/09/2024	23.91	23.91	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	075810	01/09/2024	131.06	131.06	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	076037	01/09/2024	23.91-	23.91-	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	076039	01/09/2024	69.98	69.98	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	076418	01/10/2024	23.98	23.98	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	076529	01/10/2024	55.12	55.12	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078107	01/15/2024	185.25	185.25	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078365	01/15/2024	192.36	192.36	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078367	01/15/2024	18.00-	18.00-	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078610	01/16/2024	58.89	58.89	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078612	01/16/2024	9.32	9.32	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078727	01/16/2024	14.58	14.58	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	078940	01/16/2024	15.99	15.99	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	079436	01/17/2024	42.98	42.98	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	079555	01/18/2024	25.66	25.66	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	079623	01/18/2024	21.00	21.00	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	079849	01/18/2024	41.39	41.39	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	080024	01/19/2024	9.32	9.32	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	080025	01/19/2024	9.32	9.32	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	080077	01/19/2024	167.72	167.72	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	080080	01/19/2024	131.94	131.94	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	080693	01/22/2024	39.64	39.64	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	081231	01/23/2024	48.26	48.26	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	081232	01/23/2024	127.77	127.77	02/08/2024	02/08/2024	32353
4600	NAPA Auto Parts	081698	01/24/2024	16.34	16.34	02/08/2024	02/08/2024	32353
Total NAPA Auto Parts:				1,812.18	1,812.18			
Natrona County Sheriffs Office								
4660	Natrona County Sheriffs Office	4996	01/22/2024	12,138.69	12,138.69	02/08/2024	02/08/2024	32354
Total Natrona County Sheriffs Office:				12,138.69	12,138.69			
Norco, Inc								
4760	Norco, Inc	39649765	01/11/2024	77.49	77.49	02/08/2024	02/08/2024	32355
4760	Norco, Inc	39658581	01/12/2024	30.52	30.52	02/08/2024	02/08/2024	32355
4760	Norco, Inc	39733516	01/23/2024	355.24	355.24	02/08/2024	02/08/2024	32355
4760	Norco, Inc	39778701	01/29/2024	87.40	87.40	02/08/2024	02/08/2024	32355
4760	Norco, Inc	39821589	01/31/2024	13.95	13.95	02/08/2024	02/08/2024	32355
Total Norco, Inc:				564.60	564.60			
Peden's Inc.								
5010	Peden's Inc.	10343	12/14/2023	75.00	75.00	02/08/2024	02/08/2024	32356
5010	Peden's Inc.	10576	01/09/2024	96.00	96.00	02/08/2024	02/08/2024	32356
5010	Peden's Inc.	10774	01/23/2024	164.00	164.00	02/08/2024	02/08/2024	32356
Total Peden's Inc.:				335.00	335.00			
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CP510893	01/23/2024	107.20	107.20	02/08/2024	02/08/2024	32358
5060	Peterbilt of Wyoming Inc	CP510936	01/23/2024	12.50	12.50	02/08/2024	02/08/2024	32358

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Peterbilt of Wyoming Inc:				119.70	119.70			
Quadient, Inc								
7985	Quadient, Inc	012424	01/24/2024	3,228.48	3,228.48	02/08/2024	02/08/2024	32359
Total Quadient, Inc:				3,228.48	3,228.48			
River Heights Development LLC								
5460	River Heights Development LLC	03/2024	01/31/2024	10,000.00	10,000.00	02/08/2024	02/08/2024	32360
5460	River Heights Development LLC	28	12/28/2023	2,172.51	2,172.51	02/08/2024	02/08/2024	32360
Total River Heights Development LLC:				12,172.51	12,172.51			
Rocky Mountain Power								
5560	Rocky Mountain Power	88000	01/19/2024	1,282.48	1,282.48	02/08/2024	02/08/2024	32361
Total Rocky Mountain Power:				1,282.48	1,282.48			
Safety - Kleen Systems								
8188	Safety - Kleen Systems	TO34478	01/17/2024	495.21	495.21	02/08/2024	02/08/2024	32362
Total Safety - Kleen Systems:				495.21	495.21			
Schwartz, Bon, Walker & Studer, LLC								
7521	Schwartz, Bon, Walker & Studer,	020124	02/01/2024	23,333.32	23,333.32	02/08/2024	02/08/2024	32363
Total Schwartz, Bon, Walker & Studer, LLC:				23,333.32	23,333.32			
Sundahl, Powers, Kapp & Martin, LLC								
8140	Sundahl, Powers, Kapp & Martin,	15961	01/14/2024	5,008.70	5,008.70	02/08/2024	02/08/2024	32364
Total Sundahl, Powers, Kapp & Martin, LLC:				5,008.70	5,008.70			
Sutherlands								
6050	Sutherlands	004088	01/19/2023	95.50	95.50	02/08/2024	02/08/2024	32365
6050	Sutherlands	007916	01/29/2024	11.97	11.97	02/08/2024	02/08/2024	32365
6050	Sutherlands	024688	01/02/2024	2.98	2.98	02/08/2024	02/08/2024	32365
6050	Sutherlands	025314	01/23/2024	18.25	18.25	02/08/2024	02/08/2024	32365
6050	Sutherlands	025328	01/23/2024	5.99	5.99	02/08/2024	02/08/2024	32365
6050	Sutherlands	025338	01/23/2024	35.69	35.69	02/08/2024	02/08/2024	32365
6050	Sutherlands	025379	01/25/2024	80.92	80.92	02/08/2024	02/08/2024	32365
Total Sutherlands:				251.30	251.30			
TransUnion Risk and Alternative								
8293	TransUnion Risk and Alternative	233312-20240	02/01/2024	75.00	75.00	02/08/2024	02/08/2024	32366
Total TransUnion Risk and Alternative:				75.00	75.00			
TWEnterprises Inc								
6440	TWEnterprises Inc	67564	10/26/2023	23,478.77	23,478.77	02/08/2024	02/08/2024	32367
Total TWEnterprises Inc:				23,478.77	23,478.77			
Unemployment Tax Division								
7560	Unemployment Tax Division	4/2023	01/31/2024	6,258.07	6,258.07	02/08/2024	02/08/2024	32368

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Unemployment Tax Division:				6,258.07	6,258.07			
Verizon								
6610	Verizon	9954990659	01/23/2024	138.70	138.70	02/08/2024	02/08/2024	32369
Total Verizon:				138.70	138.70			
Water Deposits Refund								
7869	Water Deposits Refund	10241.2	01/26/2024	33.55	33.55	02/07/2024	02/07/2024	32321
7869	Water Deposits Refund	19724.2	01/18/2024	17.00	17.00	02/07/2024	02/07/2024	32321
7869	Water Deposits Refund	33382.1	02/05/2024	41.68	41.68	02/07/2024	02/07/2024	32321
Total Water Deposits Refund:				92.23	92.23			
Western Wyoming Lock & Safe								
6790	Western Wyoming Lock & Safe	118417	01/18/2024	313.25	313.25	02/08/2024	02/08/2024	32370
Total Western Wyoming Lock & Safe:				313.25	313.25			
Wyoming Machinery Co Inc								
7110	Wyoming Machinery Co Inc	PO7956924	01/26/2024	157.25	157.25	02/08/2024	02/08/2024	32371
Total Wyoming Machinery Co Inc:				157.25	157.25			
Wyoming State Firemen's Association								
7652	Wyoming State Firemen's Associa	2024	01/14/2024	75.00	75.00	02/08/2024	02/08/2024	32372
Total Wyoming State Firemen's Association:				75.00	75.00			
Y2 Consultants LLC								
8253	Y2 Consultants LLC	20979	01/22/2024	4,850.50	4,850.50	02/08/2024	02/08/2024	32373
Total Y2 Consultants LLC:				4,850.50	4,850.50			
Zoll Data Systems Dept #42374								
8315	Zoll Data Systems Dept #42374	INV00165266	01/25/2024	1,500.00	1,500.00	02/08/2024	02/08/2024	32374
Total Zoll Data Systems Dept #42374:				1,500.00	1,500.00			
Zoll Medical Corporation								
7945	Zoll Medical Corporation	3886882	01/03/2024	72.57	72.57	02/08/2024	02/08/2024	32375
7945	Zoll Medical Corporation	3896607	01/19/2024	224.00	224.00	02/08/2024	02/08/2024	32375
7945	Zoll Medical Corporation	WEB223907	01/29/2024	123.00	123.00	02/08/2024	02/08/2024	32375
Total Zoll Medical Corporation:				419.57	419.57			
Grand Totals:				222,506.05	222,506.05			

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



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: February 13, 2024

Payroll Type: Regular/Police Payroll

Date Range: 01-15-2024 to 01-28-2024

NET..... \$105,215.29

DEDUCTIONS.....\$27,432.71

Federal Taxes.....\$7,849.00

Medicare..... \$1,449.97

Retirement \$5,951.61

Social Security.....\$5,985.60

Supplemental Retirement..... \$790.00

Supplemental Insurance.....\$405.20

Child Support..... \$0

Insurance.....\$2,635.45

TOTAL PAYROLL.....\$77,782.58

City Clerk, Sarah Osborn

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: February 13, 2024

Payroll Type: Fire Payroll

Date Range: 01-08-2024 to 01-19-2024

NET..... \$18,762.33

DEDUCTIONS.....\$5,094.70

Federal Taxes.....\$1,297.00

Medicare..... \$257.58

Retirement \$2,109.83

Union Dues..... \$220.00

Supplemental Insurance.....\$218.33

Insurance.....\$649.04

TOTAL PAYROLL.....\$13,667.63

City Clerk, Sarah Osborn

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: February 13, 2024

Payroll Type: Fire Payroll

Date Range: 01-20-2024 to 01-31-2024

NET..... \$18,211.15

DEDUCTIONS.....\$4,991.30

Federal Taxes.....\$1,266.00

Medicare..... \$257.58

Retirement \$2,047.84

Union Dues..... \$220.00

Supplemental Insurance.....\$133.91

Insurance.....\$649.04

TOTAL PAYROLL.....\$13,219.85

City Clerk, Sarah Osborn

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

Transmittal Checks

February 13th 2024

Council Meeting

1-29-2024	32310	American Funds	\$225.00
1-29-2024	32311	Orchard Trust/Great Western Trust	\$565.00
1-29-2024	32312	State of Wyoming Retirement- Fire	\$12,488.55
1-29-2024	32313	State of Wyoming Retirement-Reg	\$35,837.92
2-12-2024	32382	American Funds	\$225.00
2-12-2024	32383	Orchard Trust/Great Western Trust	\$565.00

TOTAL: \$49,906.47

**REGULAR CITY COUNCIL
MEETING**

January 23, 2024

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:
Leah Juarez
Council President:
Sara McCarthy
Council Members:
Cherie Butcher
Brad Neumiller
Tim Sutherland

MINUTES

CALL TO ORDER

ROLL CALL

- Present:
- Mayor Juarez
- President McCarthy
- Council Butcher (Absent)
- Council Neumiller
- Council Sutherland

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes from 01-09-2024

City Licenses

- 2. New and Renewals Business and Contractors Licenses 01-23-2024

Financial Approvals

- 3. Financial Breakdown Report
- 4. Payroll: Regular and Police 01-01-2024 to 01-14-2024
- 5. Payroll: Fire 12-27-23 to 01-07-24
- 6. Voided Checks 01-23-24

Motion made by Council President McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

OPEN DISCUSSION

ORDINANCES AND RESOLUTIONS

- 7. **RESOLUTION No 2024-02:** Account Signers

Motion made by Council Member Neumiller, Seconded by Council Member Sutherland.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

8. Healthy City Coalition

Motion made by Council President McCarthy, Seconded by Council Member Sutherland.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

EXECUTIVE SESSION

9. EXECUTIVE SESSION: Real Estate

Mayor asked for a motion to go into Executive Session for a Real Estate Issue at 7:09pm

Motion made by Council Member Neumiller, Seconded by Council President McCarthy.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

Back from Executive Session at 7:18pm

Mayor asked for a motion to excuse Council Cherie Butcher from whole meeting

Motion made by Council President McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

Mayor asked for a motion for Executive Session, Real Estate Matter

Action: Motion made by Council Member Neumiller to negotiate Real Estate Matter described in meeting, Seconded by Council Member Neumiller.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

10. EXECUTIVE SESSION: Real Estate

Mayor asked for a motion to go into Executive Session for a Real Estate Issue at 7:21pm

Motion made by Council President McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

Back from Executive Session at 7:25pm

Mayor asked for a motion to approve the land exchange with improvement with equivalent value

Motion made by Council Member Neumiller, Seconded by Council President McCarthy.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

11. EXECUTIVE SESSION: Real Estate

Mayor asked for a motion to go into Executive Session for a Real Estate Issue at 7:21pm

Motion made by Council President McCarthy, Seconded by Council Member Neumiller.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

Back from Executive Session at 7:34pm

Mayor asked for an authorization to approve Acquisition of Track B, C, and D up to the amount stated

Motion made by Council Member Neumiller, Seconded by Council President McCarthy.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 7:36pm

Motion made by Council Member Sutherland, Seconded by Council President McCarthy.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, Council Member Sutherland

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING -February 13th, 2024 @ 7:00pm, February 27th, 2024 @ 7:00pm

NEXT WORK SESSION - February 12th, 2024 @ 9:00am, February 13th, 2024 @ 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, Leah Juarez

City Clerk, Sarah Osborn

Council Meeting February 13, 2024

Item # 10.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	Culligan of Casper	Yes	NA

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	307 K9	Yes	NA
2	Austin Engineering USA	Yes	NA
3	Childers Trucking	Yes	NA
4	DeWitt Water Systems & Service	NA	NA
5	Encino Enviornmental Services	Yes	NA
6	Industrial Lining Systems	Yes	NA
7	Project Kenny	Yes	NA
8	Rightway Real Estate, LLC	Yes	NA
9	Roundtop Pump & Supply, LLC	Yes	NA
10	The Kenney House	Yes	NA
11	Lariat Mobile Home & RV Park	Yes	NA

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Council Meeting February 13, 2024

Item # 10.

NEW CONTRACTOR LICENSES

BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
Weather Guard Roofing Inc	Yes	NA	NA

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
7	Arrowhead Heating & Air Conditioning	Yes	NA	N/A
8	Automation & Electronics, Inc	Yes	NA	N/A
9	Best Choice Constr	Yes	NA	N/A
10	Casper Seamless Gutter	NA	NA	N/A
11	Crown Construction	Yes	NA	N/A
12	JNL Designs, LLC	Yes	NA	N/A
13	Martini Construction LLC	Yes	NA	N/A
14	Prime Electric LLC	Yes	NA	N/A
15	RobirdsElectric LLC	Yes	NA	N/A
16	Summit RoofingInc	Yes	NA	N/A
17				
18				
19				
20				
21				
22				
23				

Schedule No. 02
EXHIBIT E

February 1, 2024

LESSEE RESOLUTION

RE: Master Lease Purchase Agreement dated as of July 1, 2022, between Tax-Exempt Leasing Corp. (Lessor) and City of Mills (Lessee) and Schedule No. 02 thereto dated as of February 1, 2024.

At a duly called meeting of the Governing Body of the Lessee (as defined in the Agreement) held on _____ the following resolution was introduced and adopted:

BE IT RESOLVED by the Governing Body of Lessee as follows:

- 1. **Determination of Need.** The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 02 dated as of February 1, 2024 to the Master Lease Purchase Agreement dated as of July 1, 2022, between **City of Mills (Lessee)** and **Tax-Exempt Leasing Corp. (Lessor)**.
- 2. **Approval and Authorization.** The Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Agreement and Schedule by the Lessee and hereby designates and authorizes the following person(s) to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule.

Authorized Individual(s): _____
(Printed or Typed Name and Title of individual(s) authorized to execute the Agreement)

In addition to the Authorized Individual(s) above, the Governing Body of Lessee further authorizes the following individual to sign any Payment Request and Partial Acceptance Certificate form and/or Final Acceptance Certificate:

Authorized Individual(s): _____
(Printed or Typed Name and Title of individual(s) authorized to execute any Payment Request and Partial Acceptance Certificate and/or Final Acceptance Certificate)

- 3. **Adoption of Resolution.** The signatures below from the designated individuals from the Governing Body of the Lessee evidence the adoption by the Governing Body of this Resolution.

By: _____
(Signature of Secretary, Board Chairman or other member of the Governing Body, who is not listed as "Authorized Individual" above)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)

Attested By: _____
(Signature of one additional person who can witness the passage of this Resolution)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: February 12, 2024
SUBJECT: 257 Business Park – Final Plat

Case Number: 23.08 FSP

Summary: The applicant is proposing to subdivide approximately 23-acres into a 4-lot commercial/industrial subdivision. The lots range in size from 2.30 to 13.88 acres in size.

Current Zoning: EI (Established Industrial) *no change of zoning is requested or required.

Planning Commission Recommendation: At their December 7, 2023, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the subdivision request, pending completion of all planning considerations with the following exceptions:

1. Waive the requirement that subdivision streets be dedicated to the City of Mills.
2. Accepting 40’ public access easements for the streets in lieu of 50’ public rights-of-way/public access easement dedicated to the City of Mills.
3. Approval of an agreement/statement on the plat face/other instrument that there will be no maintenance of the ingress and egress public access easements on the part of the City of Mills.

Staff Comment: The applicant has completed all of the required planning considerations and submitted a final mylar for approval by City Council.

257 Business Park

Preliminary Plat

Planning Commission Meeting

November 2, 2023

December 7, 2023

City Council Meeting

Applicants: 2R Investments, LLC

Case Number: 23.08 FSP

Agent: Steven Granger, ECS Engineering

Summary: The applicants are proposing to subdivide approximately 23-acres into a 4-lot commercial/industrial subdivision. The lots range in size from 2.30 to 13.88 acres in size.

Legal Description: Kirkpatrick Simple Subdivision & parts of Lots 1 & 2, the SW¹/₄NE¹/₄ and SE¹/₄NE¹/₄, Section 2, T33N, R80W

Location: The property is located at southeast corner of the intersection of HWY 20/26 and HWY 257 (West Belt Loop).

Zoning: EI (Established Industrial)

Proposed Zoning: EI (Established Industrial)

Existing Land Use: Various vacant buildings and storage areas.

Adjacent Land Use: North: Large acre industrial parcels (EI & DB)
South: Unplatted parcels (EI)
East: Wheeler Subdivision (EI)
West: Large acre industrial parcels (EI)

PRELIMINARY PLAT:

1. Section 17.18.020(i) of city code provides the following: “The town shall adopt and enforce standards for subdivision layout, street construction, water and sewer system construction and storm sewer construction, as deemed necessary to promote the health, welfare and orderly growth of the town (Ord 274 §2 (part) 1979).
 - a. The City of Mills has adopted by reference, and long applied in practice, the City of Casper Design Standards for Public Works Construction and

- Infrastructure Improvements (Chapter 16.16).
- b. Per 16.16.060, the minimum right-of-way/access easement width for a local street within low density development is 50’.
2. Per Section 17.18.020(e)(10)(c) all roads within the subdivision must be dedicated to the public.
 3. Receive an approved Access Permit from WYDOT for the approaches off HWY 20/26 and HWY 257
 - a. Comply with all requirements of the WYDOT access permits
 4. Add road names to all streets within the subdivision
 - a. The access between Lots 1 & 3 should be named Chapman
 - b. Provide a name for the access between Lots 1 & 2
 5. Submit infrastructure plans, including:
 - a. Water distribution system plans
 - b. Sewage collection system plans
 - c. Road plan, profile and construction drawings
 - d. Drainage plan
 6. Discuss plans for construction of subdivision infrastructure, including roads and water & sewer infrastructure.
 - a. Timeline for Permit to Construct
 7. All cul-de-sacs shall have a diameter of no less than 96’.
 8. Delineate the drainage easement/retention area on one of the lots.
 9. Survey Review:
 - a. Add State Plane Coordinates, northing, easting, elevation, Convergence and Combined Factor to two (2) of the exterior corners.
 - b. The coordinates are in grid but the distances are in ground
 - c. Verify the north corner(s) of the plat and Lot 1. Review Instrument #866007 as excepted in Instrument #1143765, with regard to the WYDOT parcel.
 - d. There is a mis-closure of Lot 4 by 1.63 feet
 10. Cosmetic Revisions to the Plat:
 - a. Add TO THE CITY OF MILLS under “Plat of 257 Business Park” in the title block on both plat sheets.
 - b. Make the adjacent subdivision and road names gray.
-
-

Staff Recommendation:

Staff recommends DENIAL of the preliminary plat. Adopted Design Standards require a minimum width of 50' for all public right-of-way/access easements.

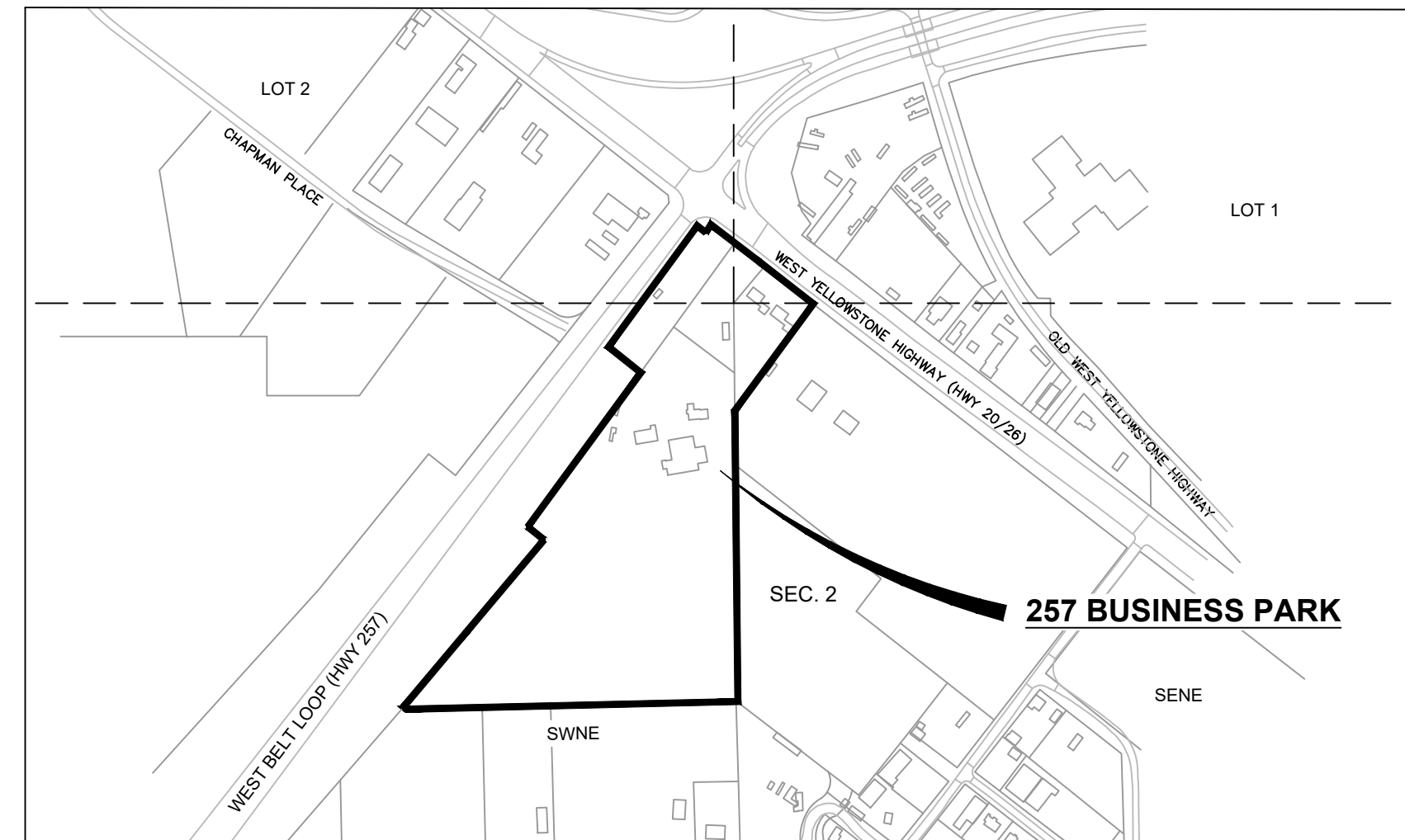
The proposed subdivision is zoned Established Industrial with parcels of adequate size for a variety of commercial and industrial businesses. Public traffic on the streets will occur and is allowed, and the streets should be of adequate size and properly dedicated for future vehicular traffic, installation of utilities and future maintenance by the City of Mills. Public street/access easements shall comply with the minimum width as required by the design standards.

Planning Commission Recommendation:**City Council Decision:**

FINAL PLAT OF 257 BUSINESS PARK

TO THE CITY OF MILLS

BEING A VACATION AND RE-PLAT OF KIRKPATRICK SIMPLE SUBDIVISION
AND PART OF LOTS 1 & 2, THE SW1/4NE1/4 AND SE1/4NE1/4,
SECTION 2, T.33N., R.80W., 6TH P.M.,
CITY OF MILLS
NATRONA COUNTY, WYOMING



CERTIFICATE OF VACATION AND DEDICATION

STATE OF WYOMING
COUNTY OF NATRONA

THE UNDERSIGNED, RON McMURRY, MANAGING MEMBER OF 2R INVESTMENTS, LLC, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF ALL OF KIRKPATRICK SIMPLE SUBDIVISION, AND PART OF LOTS 1 AND 2, THE SW1/4NE1/4 AND SE1/4NE1/4, SECTION 2, T.33N., R.80W., 6TH P.M., CITY OF MILLS, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF THE PARCEL BEING DESCRIBED AND THE SOUTHEAST CORNER OF THE SW1/4NE1/4, SECTION 2; THENCE FROM SAID POINT OF BEGINNING AND ALONG THE SOUTH LINE OF SAID PARCEL AND THE SOUTH LINE OF SAID SW1/4NE1/4, SECTION 2, S.89°10'34" W., 1056.73 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL AND A POINT IN THE SOUTHEASTERLY LINE OF WYOMING STATE HIGHWAY No. 257 AND A POINT OF CURVATURE; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, ALONG THE ARC OF A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 2800.00 FEET, AND THROUGH A CENTRAL ANGLE OF 7°13'41", NORTHEASTERLY, 353.23 FEET, AND SAID CURVE HAVING A CHORD BEARING N.41°14'39"E., AND DISTANCE OF 353.00 FEET TO A POINT OF NON-TANGENCY; THENCE CONTINUING ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.37°39'47"E., 392.04 FEET TO A POINT; THENCE ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL AND THE NORTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.52°20'17"W., 149.94 FEET TO A POINT; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.37°39'41"E., 146.26 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.37°39'54"E., 422.20 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.37°30'39"E., 106.36 FEET TO A POINT; THENCE ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL AND THE NORTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, N.52°03'22"W., 109.16 FEET TO A POINT; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257, INTO SAID LOT 2, SECTION 2, N.37°29'21"E., 409.45 FEET TO THE NORTHWESTERLY CORNER OF SAID PARCEL AND A POINT IN THE INTERSECTION OF THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 257 WITH THE SOUTHWESTERLY LINE OF WYOMING STATE HIGHWAY No. 2026; THENCE ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, S.52°31'45"E., 49.80 FEET TO A POINT; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, N.37°28'15"E., 32.24 FEET TO A POINT; THENCE ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, INTO SAID LOT 1, SECTION 2, S.52°04'31"E., 83.11 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, S.52°56'01"E., 118.95 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, S.52°34'59"E., 108.18 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF SAID WYOMING STATE HIGHWAY No. 2026, S.52°35'10"E., 111.03 FEET TO THE NORTHEASTERLY CORNER OF SAID PARCEL AND THE NORTHWESTERLY CORNER OF LOT 3, WHEELER SUBDIVISION; THENCE ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL AND THE NORTHWESTERLY LINE OF SAID LOT 3, WHEELER SUBDIVISION, ACROSS SAID SE1/4NE1/4, SECTION 2, S.37°25'23"W., 452.30 FEET TO A POINT IN THE EAST LINE OF SAID SW1/4NE1/4, SECTION 2; THENCE ALONG THE EAST LINE OF SAID PARCEL, THE EAST LINE OF SAID SW1/4NE1/4, SECTION 2, AND THE WEST LINE OF SAID LOT 3, WHEELER SUBDIVISION, S.0°32'12"E., 958.71 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 21.88 ACRES, MORE OR LESS AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE PARCEL OF LAND, BEING A VACATION AND REPLAT OF ALL OF KIRKPATRICK SIMPLE SUBDIVISION AND PART OF LOTS 1 AND 2, THE SW1/4NE1/4 AND SE1/4NE1/4, SECTION 2, T.33N., R.80W., AS IT APPEARS ON THIS PLAT, ARE DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE ABOVE-NAMED OWNERS AND PROPRIETORS, THE NAME OF THE SUBDIVISION SHALL BE KNOWN AS "257 BUSINESS PARK," TO THE EXTENT VACATION OF PREVIOUSLY GRANTED EASEMENTS AND/OR DEDICATIONS IS WITHIN THE POWER OF 2R INVESTMENTS, LLC, ANY PREVIOUSLY GRANTED OR DEDICATED INGRESS AND/OR EGRESS ROADWAY OR STREET, WHICH BENEFIT THE LOTS OF THE 257 BUSINESS PARK, ARE HEREBY EXPRESSLY WAIVED AND VACATED. THE 40' SHARED ACCESS EASEMENT IS HEREBY EXPRESSLY DEDICATED TO THE FUTURE OWNERS OF THE LOTS OF THE 257 BUSINESS PARK, AND TO THE PUBLIC. THE 40' SHARED ACCESS EASEMENT IS EXPRESSLY EXCLUDED FROM CONVEYANCE TO THE CITY OF MILLS FOR THE PURPOSE OF PUBLIC MAINTENANCE - ACCORDINGLY, NOTES 1 THROUGH 10, WHICH ACCOMPANY THIS INSTRUMENT, ARE INCORPORATED HEREIN BY REFERENCE. THE 40' UTILITY EASEMENT IS DEDICATED TO THE CITY OF MILLS; WHICH EASEMENT SHALL BE DOMINANT TO THE SURFACE ESTATE, AND THE CITY OF MILLS SHALL HAVE NO LIABILITY OR OBLIGATION TO RESTORE THE SURFACE ESTATE TO ITS ORIGINAL CONDITION IN THE EVENT INSTALLATION, MAINTENANCE OR REPAIR OF THE CITY OF MILLS UTILITIES ARE REQUIRED. ALL OTHER EASEMENTS AS SHOWN HEREON ARE HEREBY DEDICATED FOR THE USE OF PUBLIC AND PRIVATE UTILITY COMPANIES FOR THE PURPOSES OF CONSTRUCTION, OPERATION, AND MAINTENANCE OF UTILITY LINES, CONDUITS, DITCHES, DRAINAGE, AND ACCESS.

NOTES

1. PLAT CLOSURE RATIO EXCEEDS: 1:253,017
2. BASIS OF BEARINGS: NAD83/2011 (EPCH 2010.0000) STATE PLANE COORDINATES., WYOMING EAST CENTRAL ZONE(4902), US SURVEY FEET - GRID. ELEVATIONS ARE NAVD88 AND NOT INTENDED AS BENCHMARKS.
3. **NO PUBLIC MAINTENANCE OF 40' SHARED ACCESS EASEMENT** - CITY OF MILLS NOT RESPONSIBLE FOR MAINTENANCE OF SUBDIVISION ROADS. LOT OWNERS OF THE 257 BUSINESS PARK SHALL BE RESPONSIBLE FOR ANY AND ALL REPAIR AND MAINTENANCE OF THE 40' SHARED ACCESS EASEMENT, PURSUANT TO A CROSS AGREEMENT.
4. THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
5. THIS SUBDIVISION IS NOT WITHIN AN AREA THAT HAS BEEN OFFICIALLY DESIGNATED AS AN AIRPORT INFLUENCE AREA. (AIA)
6. PROPOSED LAND USE: LIGHT INDUSTRIAL
7. LOTS ARE NOT PART OF A FIRE PROTECTION DISTRICT AND FIRE PROTECTION IS NOT OTHERWISE PROVIDED.
8. UTILITY EASEMENTS ARE DEDICATED AS SHOWN AND DELINEATED HEREON.
9. THIS SUBDIVISION DOES NOT CONTAIN ANY DESIGNATED WATER RIGHTS PER THE WYOMING STATE ENGINEERS OFFICE RECORDS.
10. PROPERTY FALLS IN FEMA ZONE X. NO FLOOD ZONE.

APPROVALS

CITY OF MILLS:

APPROVED BY THE CITY COUNCIL OF THE CITY OF MILLS, WYOMING BY RESOLUTION NUMBER _____ DULY PASSED, ADOPTED AND APPROVED ON THIS _____ DAY OF _____, 2024.

MAYOR ATTEST: CITY CLERK

INSPECTED AND APPROVED THIS _____ DAY OF _____, 2024.

CITY ENGINEER

2R INVESTMENTS, LLC
PO BOX 1179
CHANDLER, AZ 85244

RON McMURRY - MANAGING MEMBER OF 2R INVESTMENTS LLC

ACKNOWLEDGEMENTS

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2024,
BY RON McMURRY, MANAGING MEMBER OF 2R INVESTMENTS LLC

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____ NOTARY PUBLIC _____

CERTIFICATE OF SURVEYOR

I, STEVEN J. GRANGER, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF 257 BUSINESS PARK, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM NOTES DURING AN ACTUAL SURVEY MADE BY ME OR OTHERS UNDER MY DIRECT SUPERVISION DURING THE MONTH OF AUGUST, 2023 AND THAT THE PHYSICAL AND MATHEMATICAL DETAILS SHOWN HEREON ARE CORRECT AT THE TIME OF SAID SURVEY.

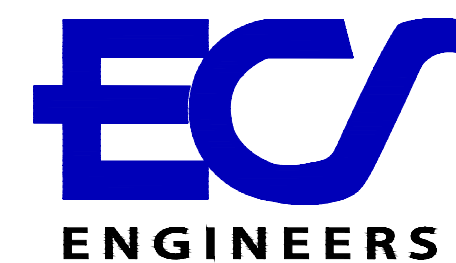


STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY STEVEN J. GRANGER THIS _____ DAY OF _____, 2024.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____ NOTARY PUBLIC _____



Environmental and Civil Solutions, LLC
1607 CY Ave., Suite 104
Casper, WY 82604
Phone: 307.337.2883
www.ecsengineers.net

OWNER:
2R INVESTMENTS, LLC
PO BOX 1179
CHANDLER, AZ 85244

DATE DRAWN:
1.10.2024

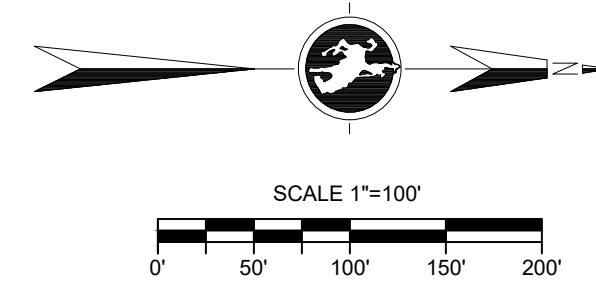
DRAWN BY:
S.JG

PROJECT NO. 220046

FINAL PLAT OF 257 BUSINESS PARK

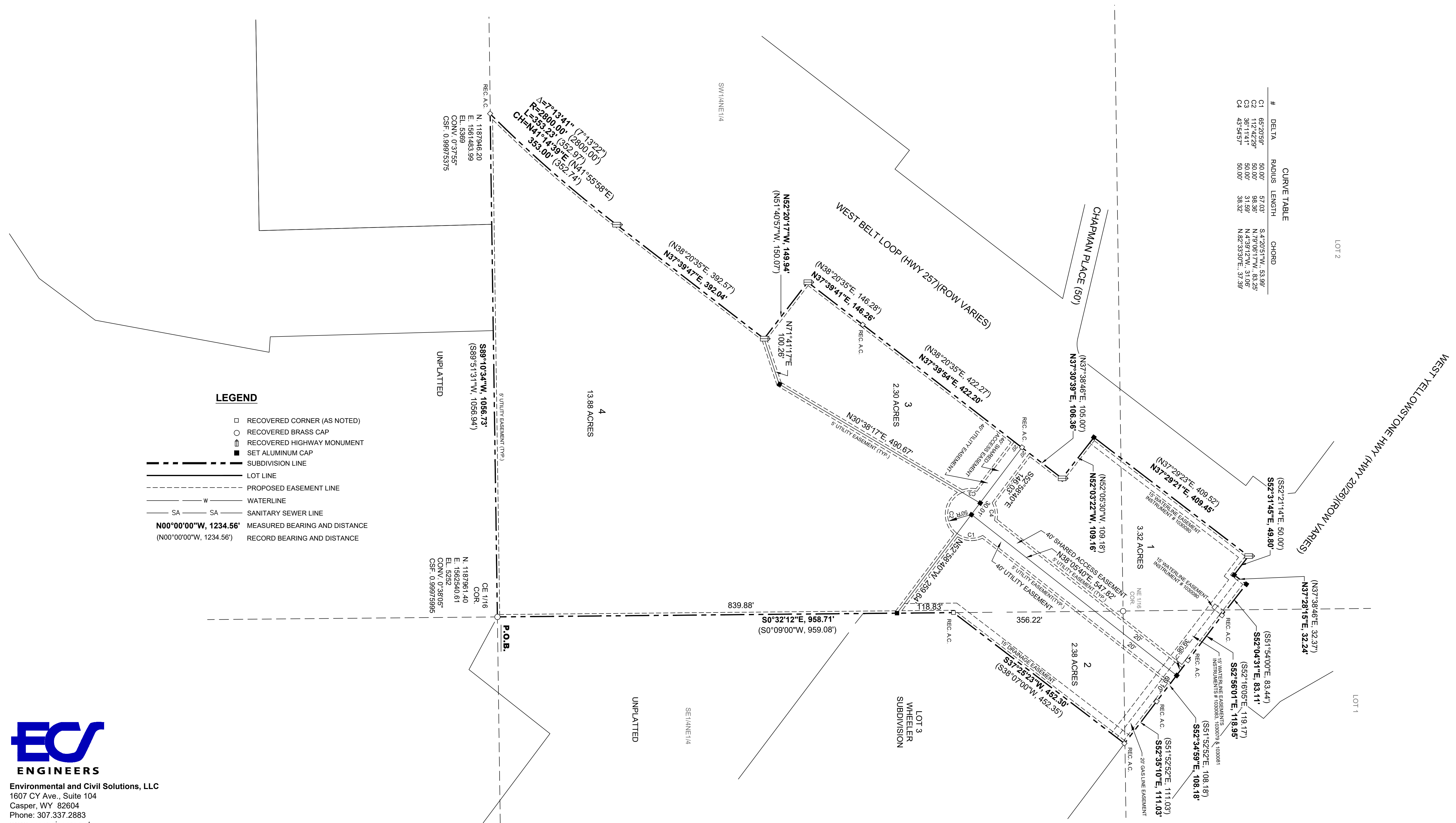
TO THE CITY OF MILLS

BEING A VACATION AND RE-PLAT OF KIRKPATRICK SIMPLE SUBDIVISION
AND PART OF LOTS 1 & 2, THE SW1/4NE1/4 AND SE1/4NE1/4,
SECTION 2, T.33N., R.80W., 6TH P.M.,
CITY OF MILLS
NATRONA COUNTY, WYOMING



#	DELTA	RADIUS	LENGTH	CHORD
C1	66°20'59"	50.00'	57.03'	S 4°20'51"W, 53.99'
C2	112°42'29"	50.00'	98.36'	N 4°39'12"W, 83.25'
C3	36°11'41"	50.00'	31.99'	N 4°39'12"W, 31.08'
C4	45°54'57"	50.00'	38.32'	N 82°33'50"E, 37.39'

- LEGEND**
- RECOVERED CORNER (AS NOTED)
 - RECOVERED BRASS CAP
 - ⊕ RECOVERED HIGHWAY MONUMENT
 - SET ALUMINUM CAP
 - SUBDIVISION LINE
 - LOT LINE
 - - - PROPOSED EASEMENT LINE
 - W — WATERLINE
 - SA — SA — SANITARY SEWER LINE
 - N00°00'00"W, 1234.56' MEASURED BEARING AND DISTANCE
 - (N00°00'00"W, 1234.56') RECORD BEARING AND DISTANCE



EC ENGINEERS
Environmental and Civil Solutions, LLC
1607 CY Ave., Suite 104
Casper, WY 82604
Phone: 307.337.2883
www.ecsengineers.net

PROJECT NO. 220046



CITY OF MILLS
APPLICATION FOR PLAT/REPLAT
 Pursuant to the City of Mills Zoning Ordinance

Item # 12.



City of Mills, Wyoming
 704 4th Street (Physical Address)
 P.O. Box 789 (Mailing Address)
 Mills, Wyoming 82644

Date: 8/25/2023
 Return by: _____
 (Submittal Deadline)
 For Meeting on: _____

PLEASE PRINT

SINGLE POINT OF CONTACT: Ron McMurry

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name: 2R Investments LLC
 Owner Mailing Address: PO Box 1179
 City, State, Zip: Chandler, AZ 85244
 Owner Phone: 307-262-2591
 Applicant Email: ronmc@mrmco.net

AGENT INFORMATION:

Print Agent Name: ECS Engineers
 Agent Mailing Address: 1607 CY Ave, Ste.104
 City, State, Zip: Casper
 Agent Phone: 337-2883
 Agent Email: sgustafson@ecsengineers.net

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): Kirkpatrick Simple Sub and part of Lots 1 and 2, and part of the S1/2, Section 2, T33N, R80W, Natrona County, WY
 Physical address of subject property if available: 5575 W. Yellowstone Highway
 Size of lot(s) 1.89 AC to 3.42 AC sq. ft/acres:
 Current zoning: EI Current use: Vacant
 Intended use of the property: Light Industrial/Commercial
 Zoning within 300 feet: D-B Land use within 300 feet: Industrial

ATTACHMENTS (REQUIRED):

1. Proof of ownership: X (such as deed, title certification, attorney's title opinion)
2. Seven (7) full sized copies of the plat/replat: X
3. One reproducible 11 x 17 plat/replat hard copy: X
4. One plat/replat electronic copy (pdf): X

RIGHT-OF-WAY / EASEMENT INFORMATION:

Right-of-Way / Easement Location: N/A
 (Example: along west property line, running north & south)
 Width of Existing Right-of-Way / Easement: N/A Number of Feet to be Vacated: N/A
 Please indicate the purpose for which the Right-of-Way / Easement is to be vacated / Abandoned
N/A

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is also to be notified and/or contacted for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:
Create subdivision with 7 lots.

OWNER Signature _____

OWNER Signature _____

AGENT Signature _____

FEES (Plat/Replat): \$10.00 per lot (\$250.00 minimum and a \$1,000.00 maximum), **plus \$150.00 recording fee.**

For Office Use Only: Signature verified: _____ Proof of ownership provided: _____ Fee Paid: \$ _____

257 Business Park – Preliminary Plat



Mills Zoning Districts

 Mills, DB	 Mills, ER: Established Residential
 Mills, DI: Developing Industrial	 Mills, PLI: Public Land Institutions
 Mills, DMH: Developing Mobile Home	 Mills, PUD: Planned Urban Development
 Mills, DR: Developing Residential	 Mills, MSR: Mixed Sized Residential
 Mills, EB: Established Business	 Mills, MU: Mixed Use
 Mills, EI: Established Industrial	 Mills, UA: Urban Agriculture
	 Mills, UR: Urban Agriculture Residential



MINUTES OF THE 7th OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

Board Members Present: Bob Greenley, Dale Smith, John Gudger and Chris Volzke were all present for this P&Z Meeting. Leon Norvell was absent.

City Staff in Attendance: Megan Nelms, City Planner, Sabrina Kemper, Community Development Director, Pat Holscher, City Attorney, Matt Williams, City Engineer and Kevin O’Hearn, Building Official.

Others in Attendance: Ron McMurry, Applicant, Shawn Gustafson, ECS Engineering, Peter Nicolaysen, Applicant’s Attorney, Mark Ayan, WYDOT

Acting Chairman John Gudger called the meeting to order at 5:00 PM on December 7, 2023, as a quorum was present.

Chairman Gudger asked board members if everyone had read the minutes of the November 2, 2023, P&Z Board meeting and if there were any noted changes. There were none. Board Member Chris Volzke made a motion to approve the minutes. Dale Smith seconded the motion. Chairman Gudger called for a vote to pass the minutes of the November 2, 2023, P&Z meeting. All ayes, motion passed.

Chairman Gudger asked Megan to present the first agenda item. Megan noted that the Commission should make a motion to remove the case from the table, as it had been tabled at the November 2, 2023, meeting. Chairman Gudger moved to remove it from the table for discussion. Dale Smith seconded. All aye, motion carried.

Megan then presented case number 23.08 FSP, the 257 Business Park Preliminary Plat. She noted that the plat had been revised since the previous meeting when the case was tabled.

Background:

The applicants are proposing to subdivide approximately 23-acres into a 4-lot commercial/industrial subdivision, with lots ranging in size from 2.30 to 13.88 acres in size.

Planning Considerations:

1. Section 17.18.020(i) of city code provides the following: “The town shall adopt and enforce standards for subdivision layout, street construction, water and sewer system construction and storm sewer construction, as deemed necessary to promote the health, welfare and orderly grown of the town (Ord 274 §2 (part) 1979).
 - a. The City of Mills has adopted by reference, and long applied in practice, the City of Casper Design Standards for Public Works Construction and

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

Infrastructure Improvements (Chapter 16.16).

- b. Per 16.16.060, the minimum right-of-way/access easement width for a local street within low density development is 50’.
2. Per Section 17.18.020(e)(10)(c) all roads within the subdivision must be dedicated to the public.
3. Receive an approved Access Permit from WYDOT for the approaches off HWY 20/26 and HWY 257
 - a. Comply with all requirements of the WYDOT access permits
4. Add road names to all streets within the subdivision
 - a. The access between Lots 1 & 3 should be named Chapman
 - b. Provide a name for the access between Lots 1 & 2
5. Submit infrastructure plans, including:
 - a. Water distribution system plans
 - b. Sewage collection system plans
 - c. Road plan, profile and construction drawings
 - d. Drainage plan
6. Discuss plans for construction of subdivision infrastructure, including roads and water & sewer infrastructure.
 - a. Timeline for Permit to Construct
7. All cul-de-sacs shall have a diameter of no less than 96’.
8. Delineate the drainage easement/retention area on one of the lots.
9. Survey Review:
 - a. Add State Plane Coordinates, northing, easting, elevation, Convergence and Combined Factor to two (2) of the exterior corners.
 - b. The coordinates are in grid but the distances are in ground
 - c. Verify the north corner(s) of the plat and Lot 1. Review Instrument #866007 as excepted in Instrument #1143765, with regard to the WYDOT parcel.
 - d. There is a mis-closure of Lot 4 by 1.63 feet
10. Cosmetic Revisions to the Plat:
 - a. Add TO THE CITY OF MILLS under “Plat of 257 Business Park” in the title block on both plat sheets.
 - b. Make the adjacent subdivision and road names gray.

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

Staff Recommendation: Staff recommends DENIAL of the preliminary plat. Adopted Design Standards require a minimum width of 50' for all public right-of-way/access easements.

The proposed subdivision is zoned Established Industrial with parcels of adequate size for a variety of commercial and industrial businesses. Public traffic on the streets will occur and is allowed, and the streets should be of adequate size and properly dedicated for future vehicular traffic, installation of utilities and future maintenance by the City of Mills. Public street/access easements shall comply with the minimum width as required by the design standards.

Chairman Gudger thanked Megan and asked if there were any questions from the Board. There were none at the time.

Chairman Gudger stated that he had some comments on the plat. He understands what the applicant is up against with proposed Lot 2 and the easements and thinks it would be okay to require only the widened access off Highway 257 and just allow an emergency only access off Yellowstone Highway.

Ron McMurry, the applicant, replied that access and usability requires the use of both accesses. He said using only the 257 access wouldn't work because all the traffic would load up at the stoplight because everyone would be trying to turn left. Chairman Gudger asked if the Yellowstone access would be a right in/right out only? Ron said it will not be signed that way, but realistically, that is what will happen because it will be very difficult at certain times of day to make a left turn out of the business park onto Yellowstone Highway. To lessen congestion, you need both accesses to be functional.

Chairman Gudger then clarified his statement, saying it wouldn't really be an "emergency only" access, but would be a secondary access. He then inquired about the City's adopted design standards. Megan replied that the City has, by resolution, adopted the same subdivision design standards as the City of Casper.

Chairman Guger then stated he would encourage the applicant to pursue a variance to the required street width of 40' as he believes anything larger is a hindrance to the development. He referenced the shared access at Outer Drive and Poplar that the applicant used as an exhibit at the previous meeting. Megan then clarified how that worked in the City of Casper, stating that they allow shared access because the intent is to keep traffic from going back out onto main roads as they travel from business to business. However, Casper requires that all lots have *frontage* to a public right of way. She stated that the way the plat is currently laid out, proposed Lot 4 would not have any frontage on a public right of way.

Mr. McMurry then stated that WYDOT doesn't want multiple accesses onto the highway and that is why they are looking at utilizing both accesses. The way the subdivision is currently laid out,

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

all but one lot would have access. He stated that when you start adding curb and gutter to the streets, then the drainage doesn't work. Then they are looking at having to do storm sewer, drainage and catch basins. If you start adding in that cost, then he can't market the subdivision and sell lots. He then stated that Mills would not like what he put in there if he doesn't subdivide it. They would be different kinds of businesses that would not be aesthetically pleasing. His public access easements are a good idea to him. He can write up documents that allow for access and are enforceable.

Chairman Gudger inquired about the zoning, stating Lots 1 and 2 are commercial. Megan clarified and stated that all lots in the subdivision are zoned EI, Established Industrial. There was general discussion about uses and that gas stations are permitted in the industrial zones. Chairman Gudger stated he felt it was unreasonable to ask for a 50' wide street easement and he thinks 40' is more than enough. He is recommending the 40' be allowed and that anything larger will create a hardship because the lots are not big enough.

Matt Williams, City Engineer, asked the applicant if he envisioned a road section or how he would design the street? Mr. McMurry said he thinks the road coming in will be designed to handle the trucks and traffic. He does not want to install curb, gutter, and drainage because he wants to have each lot do their own on-site detention. He would stripe the roads properly and keep people on the roadway. If he has to put a city-standard street in, no one purchasing lots will pay him any more money, but it will be all on him to install the roadway and he loses 40 to 50 feet of land. If he can build it and make the new lot owners participate, then he can make money, but he can't do that if he has to install the road himself prior to lot sales.

Mr. McMurry went on, stating that they turnover rate in the area is very slow. You have all the costs of upkeep and paying taxes. His development has the advantage of getting people in to pay property taxes and improve the tax base.

Shawn Gustafson, the Applicant's Engineer, again showed the exhibit of the Sportsman's Warehouse area in Casper and how they utilize cross access agreements. Board Member Bob Greenley agreed, stating you will never see a Mills snowplow in this proposed subdivision because the city is not going to plow the road, but the people that access them will. But there is a problem when people can't plow city streets. Board Member Greenley stated he thinks the area at Sportsman's Warehouse is good and he doesn't think a standard street fits in this subdivision.

Mr. Gustafson then submitted other exhibits, first showing the intersection at Highways 257 and 20/26. He made the comparison to Wyoming Blvd and 2nd Street, stating roads like Gannett are further away from the intersection. He stated that WYDOT does not like city streets that connect too close to an intersection. He also brought up how 15th St. and CY Ave were configured in Casper at one time and stated that same in this case, when you put a public street close to a high-volume intersection, then you are asking for trouble.

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

City Engineer Williams stated he now has a better idea of what the applicant is trying to do, but that drainage is going to be a large factor on this property. There is a large amount of water coming off this property and they are proposing a lot of pavement.

Chairman Gudger then asked about drainage and retention on proposed Lot 2. Mr. McMurry stated that he felt drainage should be addressed at the site plan stage, not the subdivision, because you don't know how much pavement will be put in. It's not something he feels he can give right now, and he feels there are a lot of things that can be done on individual lots that are not too expensive.

Engineer Williams stated that if all the water goes to a pond on site and there is no storm sewer, the water has to go somewhere, and where is that? Mr. McMurry replied that if he must design and install drainage infrastructure it kills his costs.

Board Member Greenley asked how Mr. McMurry would stop the water from Highway 257 from encroaching on the subdivision. Mr. McMurry stated that he would belly and funnel the water off of 257 and into a drainage. It would be graded in such a way that it would flow onsite, not back out on to the highway.

Megan reminded the Commission that design standards are part of the cost of development and required by all applicants seeking subdivision permits. Chairman Gudger stated that he doesn't think the land has the capacity to meet the design standards. He feels industrial lots are different than residential homes or apartments.

There was general discussion on the amount of traffic the subdivision will generate, but that the streets will be public and there will be traffic, especially from the proposed gas station. Megan then read the dedication statement from the revised plat. City Attorney Holscher stated that there is a difference between dedication to the public and dedication to the City of Mills. The way the dedication currently reads, it does not give the streets to the City, but rather dedicates the access easements to the public.

Mr. McMurry then stated that he wants the lot owners to be able to plow the roads themselves. He says the City will not be out to plow and the City will not maintain them and it adds cost when he has to go through the City or WYDOT for a permit for the roads. He stated that he has seen places like Boulder, CO, where people like Megan want Cadillac cities. He said that you can put too many requirements in place and then it becomes impossible for someone to even comply. He then provided an experience he had in Platte County and stated they had tried to push rules more stringent than DEQ and created something no one could comply with.

Megan replied and reminded the Commission that the City of Mills has adopted the same design standards as the City of Casper and requires nothing over or above the design standards required of development in Casper.

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

Chairman Gudger stated he still feels there is something specific about this property that it cannot comply with the design standards. Peter Nicolaysen, the applicant's attorney then presented an exhibit which listed subdivisions previously approved in Mills that do not have 50' rights-of-way or easement. Mr. Nicolaysen stated that Title 17 of Mills code says easements must be dedicated to the public. The public cannot be prohibited from entering the proposed 40' easements, and emergency response vehicles would be able to enter as well. He feels that is an important piece of this subdivision design. And while he is not aware of the specific resolution number where Mills actually adopted the Casper design standards, within Chapter 16 (Casper Design Standards) it states that any of the requirements may be waived by the Commission or the City Council. He doesn't see this as a variance issue, but one that the Commission can recommend a waiver to the standards based on the limited access and nearness to the intersection because they are issues that would make a case for when the standards should be waived.

Mark Ayan with WYDOT then stated that the 40' approach meets WYDOT standards. They would allow a larger approach if the City requested or required it. The only time they go lower than 40' is for a residential or agricultural access approach.

City Engineer Williams then asked the applicant what he envisions maintenance looking like if the city granted the private access easements or maintenance. Mr. McMurry said that he has great cross access agreements that he has used previously which outline the maintenance requirements. They include items like snow removal, road maintenance and more. Each landowner would be responsible for contributing to the maintenance. Engineer Williams asked how the participation was broken down, lot wise. Would it be based on frontage or something else? Ron said yes, and then if Lot 2 didn't help pay, then the owner of Lot 1 would invoice them for their share of the costs. Megan clarified if responsibility would be by lot frontage, as Lot 4 is on the cul-de-sac with a small amount of frontage but is the largest lot in the subdivision. Mr. McMurry said maybe Lot 4 would not be a big user, as the topography and usefulness of the lot is not very high. However, he does not want to divide it up or leave an orphan parcel.

Megan then asked if Mr. McMurry would be around in the future to do enforcement of the agreement or if there would be a landowner association or something else. Mr. McMurry said no, that LOA's do not work. Each lot owner would enforce against each other.

Attorney Holscher noted that those types of agreements don't seem to work out, and that he currently knows of cases around the city where this specific topic has become an issue. Megan also noted that many times the landowners end up in front of the governing body asking for assistance. Mr. McMurry then asked if they could guarantee that the city would maintain the roads.

Board Member Volzke discussed general road maintenance and said that what happens in the future will affect future lot owners, whether vacant or not. He agreed that the city road maintenance is not always perfect, but at least there is an owner or entity where people can go to make

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

complaints. He thinks that while the agreements may work out now, however 10 or 15 years from now when no one in the subdivision wants to deal with the roads, it will become an issue.

Mr. Nicolaysen commented that he believes it is dependent on the quality of the contractual arrangement on the cross-access agreements. You do have the right to take people to court and file liens against property. You can foreclose. He felt it was not going to make sense for someone to retain an attorney to say, “hey, I need \$400 more from the neighbor.” For significant projects, it would certainly make sense that you would hire an attorney. The statutes allow people to foreclose to receive their monies owed and while it’s not easy to do, it can be done, and you will get paid.

Chairman Gudger asked if there were any further questions.

Engineer Williams asked Mr. Ayan if they would make the access of Yellowstone HWY a right in/right out only? He stated that the probably would not, but since it will most likely function that way, they will keep an eye on it for the future.

Chairman Gudger then made a motion to allow 40’ access easements without curb and gutter and Mr. McMurry can work out the drainage and cross access agreements. Attorney Holscher stated that the City of Mills would not accept roads dedicated in that manner, that it would be a private easement in favor of the public. He reiterated that a dedication to the public is different than one to the City of Mills. There was general discussion about the responsibility of the City to repair the street if a water main were to break. Board Member Volzke asked if there could be streets dedicated to the City but still allow the 40’ width but not require the curb and gutter. Chairman Gudger said he kept hearing the concern that citizens can’t plow the street. Attorney Holscher said that generally, people are not supposed to plow city streets. He stated the motion was unlikely to pass city council.

Mr. McMurry then asked if the easement was for the benefit of the city and the public, then the city would still be able to repair the street if buried utility was being worked on. Attorney Holscher stated it may be possible to work out an agreement. He would recommend the Commission require some sort of easement on behalf of the City. He went on to state that if they want to pass the plat to Council with conditions, it should be to approve it with easements in favor of the public, but that they require an express agreement be worked out that Mills would not be responsible for maintenance or anything associated with the access easement.

Building Official O’Hearn stated he is concerned about the level of future maintenance of the streets and the ability for emergency services to access them. Attorney Holscher stated that brings up a similar situation that occurred in Hanley Acres and those access easements. Chairman Gudger stated he would like to work with the applicant as he feels they have a reasonable request for 40’ access easements. Attorney Holscher then stated that a possible motion might be to approve the plat, contingent upon agreement of language regarding the responsibilities of lot owners to

MINUTES OF THE 7TH OF DECEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

maintain and repair the easements in so far that it would not require the City of Mills to do the same.

Board Member Greenley then inquired who “staff” was. There was general discussion that staff would be those representatives from the City of Mills, including the city attorney, planner, building official, engineer, community development director, etc.

Chairman Gudger then asked City Engineer Williams if he had any additional comments or concerns. Matt stated he has a better understanding now of what this development could potentially bring at full build out. He had concerns about having a “city street” in an easement. He understands the applicant’s desire for cost savings in not having to design to city street standards, however, he still has concerns about the drainage. He is aware that a lot of drainage design is addressed at the site plan review, but for this property, we already know of at least one commercial development, with the gas station being proposed on Lot 1, at the bottom of the hill where all the water goes. He also commented on the large amount of pavement this development is going to entail and that while it can be mitigated through good engineering and design plans, it is going to be a challenge.

There was general discussion about the drainage plan and that since there will be no over-lot grading, it is difficult to predict what is going to be placed where. Board Member Volzke asked how the drainage plan will account for water coming down the slope of the hill and how someone designing their lot layout accounts for the natural drainage. There was general discussion about the existing drainage of the property shown for the subdivision and trying to account for what exists. Mr. Gustafson said he understands where the comments are coming from and that it can be hard to handle with existing drainage and grading. In this case, they are not planning to make any improvements, just selling the lots as-is. He noted there is a small pond on a portion of the property and he doesn’t believe that pond can be breached without a permit. Chairman Gudger asked that, during site designs, for instance, the owner of Lot 1 cannot design their drainage to impact Lot 2. It was stated that is correct.

Mr. McMurry said that in his discussions with the proposed gas station, they are planning on bringing in fill dirt and creating a bigger pond to hold water that comes down the hill. There was general discussion about each lot having its own on-site drainage detention. Megan noted that the regulations do state that the applicant needs to submit a drainage plan with the subdivision application. Engineer Williams agreed and stated that he would at least like to see the applicant’s engineer at least submit the existing contours as the ‘drainage plan’ and it would show the flow and where water is currently going. There was general discussion about the existing state of the property and that it is a ‘hole’ but there is currently no major flooding and so it is what it is.

Mr. Nicolaysen inquired about drainage requirements in Title 17. He understood that the drainage plan wouldn’t be down to the site planning stage, but that there should be a general drainage plan to help address the water on all the lots. There was general discussion about ensuring drainage is

MINUTES OF THE 7TH OF DECEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

addressed at the site level and past experiences from city staff receiving complaints from residents dealing with their neighbor’s run-off.

Chairman Gudger then asked if there was any further discussion. There was none. He then asked for a motion.

Chairman Gudger made a motion to approve the case number 23.08 FSP, 257 Business Park, pending completion of planning considerations as presented in the staff report, with the following exceptions:

1. Waive the requirement that subdivision streets be dedicated to the City of Mills.
2. Acceptance of 40’ public access easements for the subdivision streets.
3. Approved and signed agreement between the applicant and the City of Mills that there is no city maintenance of the ingress and egress public access easements on the part of the City of Mills.

Board Member Bob Greenley seconded the motion. Chairman Gudger and Board Members Greenley and Smith voted in favor, Board Member Volzke voted nay; motion carried 3/1.

Megan stated the case would be tentatively scheduled on the January 9, 2024, city council agenda. She also let the Board know that there would be items on the agenda for the Planning & Zoning Commission’s regular meeting, which will be January 4, 2024.

With no further business, Chairman Gudger declared the meeting adjourned at 6:47 PM.

John Gudger, Vice-Chairman

Attested: Sarah Osborn



Mark Gordon
Governor

WYOMING Department of Transportation

"Provide a safe and effective transportation system"

900 Bryan Stock Trail, Casper, Wyoming 82601



Darin J. Westby, P.E.
Director

Item # 12.

November 1, 2023

Megan Nelms, AICP
1725 Carey Avenue
Cheyenne, WY 82001

RE: 257 Business Park Access

Dear Ms. Nelms:

Thank you for contacting us regarding proposed access points to the 257 Business Park in Mills. At this time, we have no concerns about using the existing access on the West Belt Loop. Although a right hand turn lane would greatly increase safety at this location, one would not be required as part of this application. With increased traffic on the West Belt Loop and further development of the proposed parcels, it may be needed at a future date.

West Yellowstone currently has multiple existing accesses along the frontage of the property. In order to permit the requested access, these would need to be condensed into a single approach that would serve the adjacent parcels as shown in the proposed plat. WYDOT does not have a stance on whether a private drive or a city street designation should occur. If the access is classified as a private drive, the maximum width is 40 ft. If a city street is required, we would waive our maximum width requirement and defer to local regulations.

If you have additional questions or would like to discuss this further, please don't hesitate to contact me.

Respectfully,

Brooke Allen
District Traffic Engineer
307.473.3224

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, that Endeavor Enterprises LLC, "GRANTOR", for the consideration of TEN DOLLARS (\$10.00) in hand paid, the receipt of which is hereby acknowledged, CONVEYS AND QUIT CLAIMS to 2R Investments, LLC, "GRANTEE", whose address is P.O. Box 1179, Chandler, AZ 85244, all Grantor's right, title, and interest, in and to the following real property, situate within Natrona County, State of Wyoming, particularly described as.

TRACT 2 OF THE "KIRKPATRICK SIMPLE SUBDIVISION", A SUBDIVISION IN NATRONA COUNTY, WYOMING, AS PER PLAT RECORDED AUGUST 27, 2002, AS INSTRUMENT NUMBER 699046

This Quitclaim Deed is executed to extinguish the Grantors' past and future right, title, and interest in and to the described real property. Grantor is releasing and waiving all rights under and by virtue of the homestead exemption laws of the state. This conveyance is subject to covenants, conditions, easements and encumbrances of record, if any.

Dated this 21st day of July, 2023.

By: *Kevin Miller*
Endeavor Enterprises LLC
Kevin Miller – Managing Member

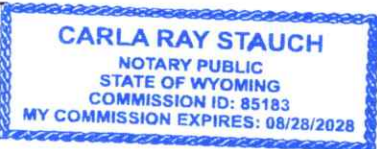
STATE OF WYOMING)
)§
COUNTY OF NATRONA)

The foregoing Quitclaim Deed was acknowledged before me by Kevin Miller, Managing Member of Endeavor Enterprises LLC, a Wyoming limited liability company this 21st day of July, 2023.

Witness my hand and official seal:

Carla Ray Stauch
Notary Public

My commission expires: *8/28/28*



QUIT CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, that Endeavor Enterprises LLC, "GRANTOR", for the consideration of TEN DOLLARS (\$10.00) in hand paid, the receipt of which is hereby acknowledged, CONVEYS AND QUIT CLAIMS to 2R Investments, LLC, "GRANTEE", whose address is P.O. Box 1179, Chandler, AZ 85244, all Grantor's right, title, and interest, in and to the following real property, situate within Natrona County, State of Wyoming, particularly described on Exhibit A attached hereto.

See Exhibit "A" attached hereto and incorporated herein by this reference for all purposes;


This Quitclaim Deed is executed to extinguish the Grantors' past and future right, title, and interest in and to the described real property. Grantor is releasing and waiving all rights under and by virtue of the homestead exemption laws of the state. This conveyance is subject to covenants, conditions, easements and encumbrances of record, if any.

Dated this 4th day of August, 2023.

By: 
Endeavor Enterprises LLC
Kevin Miller – Managing Member

STATE OF WYOMING)
)§
COUNTY OF NATRONA)

The foregoing Quitclaim Deed was acknowledged before me by Kevin Miller, Managing Member of Endeavor Enterprises LLC, a Wyoming limited liability company this 4th day of August, 2023.

Witness my hand and official seal:

Notary Public

My commission expires: 05/03/2029

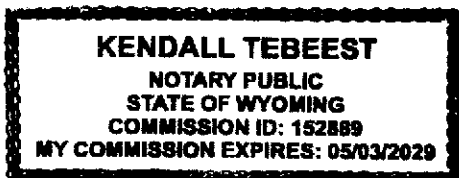


Exhibit A

TRACT 1, "KIRKPATRICK SIMPLE SUBDIVISION", NATRONA COUNTY, WYOMING, TOGETHER WITH AN ACCESS EASEMENT DESCRIBED AS FOLLOWS:

A PARCEL LOCATED IN AND BEING A PORTION OF THE NE $\frac{1}{4}$ NE $\frac{1}{4}$, SECTION 2, TOWNSHIP 33 NORTH, RANGE 80 WEST OF THE 6TH P.M., NATRONA COUNTY, WYOMING, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHERLY CORNER OF THE PARCEL BEING DESCRIBED AND ALSO A POINT IN THE NORTHWESTERLY LINE OF TRACT 1, KIRKPATRICK SIMPLE SUBDIVISION AND FROM WHICH POINT THE SOUTHWESTERLY CORNER OF SAID NE $\frac{1}{4}$ NE $\frac{1}{4}$, SECTION 2 BEARS S. 38°01'44"W., 151.34 FEET; THENCE FROM SAID POINT OF BEGINNING AND ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL, N. 52°03'32"W., 20.00 FEET TO THE MOST WESTERLY CORNER OF SAID PARCEL; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL, N.38°01'44"E., 20.00 FEET TO THE MOST NORTHERLY CORNER OF SAID PARCEL AND A POINT IN AND INTERSECTION WITH THE SOUTHWESTERLY LINE OF U.S. HIGHWAY NOS. 20 AND 26; THENCE ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND SOUTHWESTERLY LINE OF SAID HIGHWAY, S. 52°03'32"E., 20.00 FEET TO THE MOST EASTERLY CORNER OF SAID PARCEL AND ALSO THE MOST NORTHERLY CORNER OF SAID TRACT 1, KIRKPATRICK SIMPLE SUBDIVISION; THENCE ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL AND THE NORTHWESTERLY LINE OF SAID TRACT 1, S.38°01'44"W., 20.00 FEET TO THE POINT OF BEGINNING.

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, that Endeavor Enterprises LLC, "GRANTOR", for the consideration of TEN DOLLARS (\$10.00) in hand paid, the receipt of which is hereby acknowledged, CONVEYS AND QUIT CLAIMS to 2R Investments, LLC, "GRANTEE", whose address is P.O. Box 1179, Chandler, AZ 85244, all Grantor's right, title, and interest, in and to the following real property, situate within Natrona County, State of Wyoming, particularly described on Exhibit A attached hereto.

See Exhibit "A" attached hereto and incorporated herein by this reference for all purposes;

This Quitclaim Deed is executed to extinguish the Grantors' past and future right, title, and interest in and to the described real property. Grantor is releasing and waiving all rights under and by virtue of the homestead exemption laws of the state. This conveyance is subject to covenants, conditions, easements and encumbrances of record, if any.

Dated this 21st day of July, 2023.

By: *Kevin Miller*
Endeavor Enterprises LLC
Kevin Miller – Managing Member

STATE OF WYOMING)
)§
COUNTY OF NATRONA)

The foregoing Quitclaim Deed was acknowledged before me by Kevin Miller, Managing Member of Endeavor Enterprises LLC, a Wyoming limited liability company this 21st day of July, 2023.

Witness my hand and official seal:
Carla Ray Stauch
Notary Public

My commission expires: *8/28/2028*



Exhibit A

A PARCEL LOCATED IN AND BEING PORTIONS OF THE NE $\frac{1}{4}$ NE $\frac{1}{4}$ AND THE W $\frac{1}{2}$ NE $\frac{1}{4}$, SECTION 2, TOWNSHIP 33 NORTH, RANGE 80 WEST OF THE 6TH P.M., NATRONA COUNTY, WYOMING, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE NORTHEASTERLY LINE OF SAID PARCEL AND ALSO A POINT IN THE WESTERLY LINE OF SAID NE $\frac{1}{4}$ NE $\frac{1}{4}$, SECTION 2 AND FROM WHICH POINT THE SOUTHWEST CORNER OF SAID NE $\frac{1}{4}$ NE $\frac{1}{4}$, SECTION 2, BEARS, S. 0°05'50" W., 216.61 FEET; THENCE FROM SAID POINT AND ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND THE SOUTHWESTERLY LINE OF U.S. HIGHWAY NOS. 20 AND 26, S. 51°54' E., 14.25 FEET AND THE NORTHEASTERLY CORNER OF SAID PARCEL; THENCE ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL, S. 38°06' W., 548.60 FEET TO THE SOUTHEASTERLY CORNER OF SAID PARCEL; THENCE ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL, N. 51°44'40" W., 172.21 FEET TO THE SOUTHWESTERLY CORNER OF SAID PARCEL; THENCE ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE ARC OF A TRUE CURVE TO THE LEFT, HAVING A RADIUS OF 140.00 FEET AND THROUGH THE CHORD THEREOF WHICH BEARS N. 60°01'52" E., 104.55 FEET, NORTHEASTERLY 106.83 FEET TO A POINT OF TANGENCY; THENCE CONTINUING ALONG THE NORTHWESTERLY LINE OF SAID PARCEL, N. 38°07'10" E., 431.47 FEET TO A POINT; THENCE N. 83°02'19" E., 27.80 FEET TO THE NORTHWESTERLY CORNER OF SAID PARCEL AND A POINT IN THE SOUTHWESTERLY LINE OF SAID U.S. HIGHWAY NOS. 20 AND 26; THENCE ALONG THE NORTHEASTERLY LINE OF SAID PARCEL AND SOUTHWESTERLY LINE OF SAID HIGHWAY, S. 51°54' E., 99.13 FEET TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THOSE PARCELS DESCRIBED IN WARRANTY DEEDS RECORDED MAY 8, 2009, AS INSTRUMENT NUMBERS 866007 AND 866008.

Resolution No. 2024-03

A RESOLUTION FOR 257 BUSINESS PARK, AN ADDITION TO THE CITY OF MILLS, BEING A VACATION AND REPLAT OF KIRKPATRICK SIMPLE SUBDIVISION AND PART OF LOTS 1 & 2, THE SW¼NE¼ AND SE¼NE¼, SECTION 2, TOWNSHIP 33 NORTH, RANGE 80 WEST, CITY OF MILLS, NATRONA COUNTY, WYOMING

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

WHEREAS, 2R Investments, LLC of Casper is the owner of Kirkpatrick Simple Subdivision and part of Lots 1 & 2, the SW¼NE¼ AND SE¼NE¼, Section 2, Township 33 North, Range 80 West, City of Mills, Natrona County, Wyoming.

WHEREAS, said owner has petitioned the City of Mills to plat said property as 257 Business Park, an addition to the City of Mills; and

WHEREAS, said plat was modified to satisfactorily address requests and requirements made by City Staff and Utility Providers; and

WHEREAS, said plat complies with City of Mills subdivision standards; and

WHEREAS, said plat complies with the minimum lot size and lot width requirements for the Established Industrial Zoning District; and

WHEREAS, the Planning & Zoning Board met on December 7, 2023, and forwarded a “Do Pass upon completion of all planning considerations” recommendation for said plat to the City Council.

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Board at a Council meeting held on 13 February 2024 and approved 257 Business Park, an addition to the City of Mills, Wyoming.

1. All planning consideration shall be met.
2. Upon City Council approval, a “Final Plat” will be provided to the City of Mills for recordation with the Natrona County Clerk’s Office.

PASSED, APPROVED AND ADOPTED THIS 13TH Day of February, 2024.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cheri Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Sarah Osborn, City Clerk



CASPER
200 PRONGHORN
CASPER, WY 82601
P: 307-266-2524

February 9, 2024

Ms. Leah Juarez, Mayor
City of Mills
704 4th St.
Mills, Wyoming 82644

RE: City of Mills-Riverfront Stabilization, Project, Award Recommendations

Mayor Juarez:

On February 8, 2024, eight bids were received from 71 Const., Andreen-Hunt Const., Grizzly Excavating & Const., Oftedal Const., Wurx, Barnum Const. and BruTill Const. on the above referenced project. All these bids were complete and responsive. The bid from Oftedal did contain one small mathematical error, but didn't effect the outcome of the bids.

Attached is a copy of the bid tabulation summary for your review. We recommend awarding to BruTill Const. for this project for the bid amount of \$255,114.00. Enclosed with this letter is a *Notice of Award*. Please sign and let me know when it is ready to pick up.

Please contact me with any questions.

Sincerely,
WLC Engineering, Surveying, and Planning

Matt Williams, P.E.
Project Manager

BID TABULATION 2/8/24
MILLS RIVERFRONT STABILIZATION

ITEM	UNIT	ESTIMATED QUANTITY	UNIT COST	TOTAL COST	Andreen-Hunt		BruTill		Grizzly		WCCI	
					UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
MOBILIZATION	LS	1	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 19,550.00	\$ 19,550.00	\$ 29,000.00	\$ 29,000.00	\$ 26,251.00	\$ 26,251.00
FORCE ACCOUNT	FA	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
SITE GRADING	LS	1	\$ 75,000.00	\$ 75,000.00	\$ 48,000.00	\$ 48,000.00	\$ 36,325.00	\$ 36,325.00	\$ 37,925.00	\$ 37,925.00	\$ 42,000.00	\$ 42,000.00
SUBGRADE PREPARATION	SY	3100	\$ 10.00	\$ 31,000.00	\$ 5.00	\$ 15,500.00	\$ 2.70	\$ 8,370.00	\$ 5.48	\$ 16,988.00	\$ 5.00	\$ 15,500.00
STONE RIP RAP	SY	2700	\$ 50.00	\$ 135,000.00	\$ 44.00	\$ 118,800.00	\$ 33.95	\$ 91,665.00	\$ 45.70	\$ 123,390.00	\$ 56.00	\$ 151,200.00
BLOCK WALL	LF	464	\$ 120.00	\$ 55,680.00	\$ 120.00	\$ 55,680.00	\$ 70.75	\$ 32,828.00	\$ 195.00	\$ 90,480.00	\$ 150.00	\$ 69,600.00
4" PCCP PAVING	SY	204	\$ 150.00	\$ 30,600.00	\$ 175.00	\$ 35,700.00	\$ 85.00	\$ 17,340.00	\$ 105.00	\$ 21,420.00	\$ 109.00	\$ 22,236.00
6" GRADING W BASE	SY	320	\$ 15.00	\$ 4,800.00	\$ 16.00	\$ 5,120.00	\$ 31.05	\$ 9,936.00	\$ 63.30	\$ 20,256.00	\$ 21.00	\$ 6,720.00
GEOTEXTILE FABRIC	SY	2700	\$ 10.00	\$ 27,000.00	\$ 3.00	\$ 8,100.00	\$ 3.00	\$ 8,100.00	\$ 2.90	\$ 7,830.00	\$ 5.00	\$ 13,500.00
TEMPORARY EROSION CONTROL	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 6,000.00	\$ 6,000.00	\$ 11,160.00	\$ 11,160.00	\$ 11,020.00	\$ 11,020.00	\$ 22,000.00	\$ 22,000.00
SEEDING	AC	1	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 9,840.00	\$ 9,840.00	\$ 2,990.00	\$ 2,990.00	\$ 13,300.00	\$ 13,300.00
				\$ 405,080.00		\$ 339,900.00		\$ 255,114.00		\$ 371,299.00		\$ 392,307.00

ITEM	UNIT	ESTIMATED QUANTITY	71 Const		Ofedal		Wurx		Barnum		
			UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	
MOBILIZATION	LS	1	\$ 23,400.00	\$ 23,400.00	\$ 80,000.00	\$ 80,000.00	\$ 36,000.00	\$ 36,000.00	\$ 30,000.00	\$ 30,000.00	
FORCE ACCOUNT	FA	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
SITE GRADING	LS	1	\$ 72,400.00	\$ 72,400.00	\$ 63,000.00	\$ 63,000.00	\$ 30,000.00	\$ 30,000.00	\$ 75,000.00	\$ 75,000.00	
SUBGRADE PREPARATION	SY	3100	\$ 4.30	\$ 13,330.00	\$ 8.00	\$ 24,800.00	\$ 9.00	\$ 27,900.00	\$ 4.00	\$ 12,400.00	
STONE RIP RAP	SY	2700	\$ 62.50	\$ 168,750.00	\$ 45.00	\$ 121,500.00	\$ 74.00	\$ 199,800.00	\$ 48.00	\$ 129,600.00	
BLOCK WALL	LF	464	\$ 109.00	\$ 50,576.00	\$ 86.00	\$ 39,904.00	\$ 60.00	\$ 27,840.00	\$ 90.00	\$ 41,760.00	
4" PCCP PAVING	SY	204	\$ 116.00	\$ 23,664.00	\$ 105.00	\$ 21,420.00	\$ 80.00	\$ 16,320.00	\$ 100.00	\$ 20,400.00	
6" GRADING W BASE	SY	320	\$ 32.00	\$ 10,240.00	\$ 90.00	\$ 28,800.00	\$ 20.00	\$ 6,400.00	\$ 18.50	\$ 5,920.00	
GEOTEXTILE FABRIC	SY	2700	\$ 3.50	\$ 9,450.00	\$ 4.50	\$ 12,150.00	\$ 3.00	\$ 8,100.00	\$ 4.00	\$ 10,800.00	
TEMPORARY EROSION CONTROL	LS	1	\$ 11,500.00	\$ 11,500.00	\$ 9,000.00	\$ 9,000.00	\$ 2,800.00	\$ 2,800.00	\$ 5,000.00	\$ 5,000.00	
SEEDING	AC	1	\$ 4,700.00	\$ 4,700.00	\$ 3,900.00	\$ 3,900.00	\$ 3,200.00	\$ 3,200.00	\$ 2,500.00	\$ 2,500.00	
			\$ 398,010.00		\$ 414,474.00		\$ 368,360.00		\$ 343,380.00		
					\$ 414,574.00						

NOTICE OF AWARD

TO: Brutill Const. Dated: February 13, 2024
(Bidder)

ADDRESS: 6375 E. Yellowstone Hwy, Evansville, Wyoming 82636

CONTRACT: City of Mills – Riverfront Stabilization

PROJECT: **RIVERFRONT STABILIZATION PROJECT**

OWNER’S CONTRACT NO.: N/A

You are notified that your bid dated February 8, 2024 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract for **RIVERFRONT STABILIZATION PROJECT**

The Contract Price of your contract is *Two Hundred Fifty-Five Thousand, One Hundred Fourteen Dollars and Zero Cents (\$255,114.00)*

3 copies of each of the proposed Contract Documents (except drawings) accompany this Notice of Award. 3 sets of the drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within fifteen (15) days of the date of this Notice of Award, that is by February 28, 2024

1. Deliver to Owner fully executed counterparts of the Contract Documents. [Each of the Contract Documents must bear your signature on (X)].

2. Provide **three (3)** copies each of the Certificates of Insurance listing the Owner and the Engineer as additional insured; Worker’s Compensation Coverage; and Unemployment Insurance Coverage; Performance and Payment Bonds

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid in default, to annul this Notice of Award.

Within ten days after you comply with the above conditions, OWNER will return to you one fully executed counterpart of the Contract Documents.

City of Mills
(Owner)

By: _____
(Leah Juarez)

Mayor
(Title)

Copy to ENGINEER
(Use Certified Mail,
Return Receipt Requested)