

**REGULAR CITY COUNCIL
MEETING**

July 25, 2023

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

1. Elissa Sanders Swear In

CONSENT AGENDA

Minutes

2. Council Meeting Minutes 7-11-2023

City Licenses

3. City licenses

Financial Approvals

4. Fire Payroll: 6-30-2023 to 7-11-2023
5. Regular/Police Payroll: 7-3-2023 to 7-16-2023
6. Financial Break Down Report 7-25-2023

ORDINANCES AND RESOLUTIONS

7. **Ordinance 797. THIRD AND FINAL READING:** An Ordinance Authorizing the Vacation and Replat of Lots 1, 2, 3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8 Evergreen Park NO 2, To Be Known as Shawville Addition to the City of Mills
8. **Ordinance 800; Second Reading:** An Ordinance Amending Section 5.08.040 of Title 5, Business Licenses and Regulations
9. **Resolution 2023-26:** A Resolution for Buffalo Meadows Addition NO 2, A Vacation and Replat of Lots 1-7, Buffalo Meadows Addition
10. **Resolution 2023-27:** A Resolution Establishing Authorizing Metropolitan Animal Services Participation in a Community Trap Neuter and Return (TNR) Program

COUNCIL APPROVALS

- [11.](#) Council Approval of the Final MOU Parks and Rec Master Plan
- [12.](#) Council Approval of the Catering Permit for B. Diesels Bar and Grill
- [13.](#) Mountain View Discount Liquors Catering Permit
- [14.](#) Council Approval for the Award to 71 Construction for the Fire Hydrant Replacement

EXECUTIVE SESSION

- 15. Legal Issue
- 16. Legal Issue
- 17. Personnel Issue

OPEN DISCUSSION

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - August 8th, 2023 @ 7:00pm / August 22nd, 2023 @ 7:00pm

NEXT WORK SESSION - August 7th, 2023 @ 9:00am / August 8th, 2023 @ 6:00pm / August 22nd, 2023 @ 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.

**REGULAR CITY COUNCIL
MEETING
July 11, 2023
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

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

ROLL CALL

PRESENT

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 6-27-2023

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

City Licenses

Financial Approvals

- 2. Fire Payroll: 6-18-2023 to 6-29-2023

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

- 3. Regular/Police Payroll: 6-19-2023 to 7-2-2023

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

4. Court Income for June 2023

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

5. Treasurers Report June 2023

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

6. Financial Breakdown Report 7-11-2023

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

ORDINANCES AND RESOLUTIONS

7. Ordinance 793, THIRD AND FINAL READING: An Ordinance Approving a Vacation of a Portion of South Fifth Avenue Adjacent to Lot 1, Block 8, Evergreen Park NO 2

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

8. Ordinance 796, THIRD AND FINAL READING: An Ordinance Approving A Vacation of a Portion of Cosllo Street, Adjacent to Lots 0,1 and a Portion of Lot 2, Cosllo's District

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

9. Ordinance 797, Second Reading: An Ordinance Authorizing the Vacation and Replat of Lots 1,2,3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8 Evergreen Park NO 2, To Be Known as Shawville Addition to the City of Mills

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

10. Ordinance 798, THIRD AND FINAL READING: An Ordinance Amending Certain Provisions of Title 17 in Regard to Mobile Homes

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

Neumiller, Council Member Sutherland. Motion Passes.

11. Ordinance 799, THIRD AND FINAL READING: An Ordinance Amending Title 6 Provisions Pertaining to the Keeping of Bees in Mills, Wyoming

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

12. Ordinance 800; First Reading: An Ordinance Amending Section 5.08.040 of Title 5, Business Licenses and Regulations

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

13. Resolution 2023-21: A Resolution Setting Certain Fees

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

14. Resolution 2023-22: A Resolution Revising the Previously Extended Authorization to Submit an Application to the Wyoming Business Council Under the Business Ready Community Grant and Loan Program for a Business Committed Project

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

15. Resolution 2023-23: A Resolution Approving Modification of Closing Time by Permit for Liquor Establishments on Sundays

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

16. Resolution 2023-24: Fixed Assets

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

17. Resolution 2023-25: A Resolution Regarding Loan of Artwork

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

Neumiller, Council Member Sutherland. Motion Passes.

COUNCIL APPROVALS

OPEN DISCUSSION

Sheryl Smiley: 1113 Reed:

Sheryl was present again to ask for an extension to pay her past due on her water bill. She will not be able to pay by the 15th of the July and needs a little more time. She stated that she could pay it by July 19th. Mayor stated that we have given you many extensions and have you addressed your water leak. She stated that she is trying. Mayor stated is there a time frame that you will get the leak fixed. Remember you in violation of our ordinance. Mayor asked council what their thoughts are. Councilman Neumiller stated that I feel that we should grant her extension as long as she gets the leak fixed. The others agreed. Mayor asked for a motion to grant Sheryl an extension for the last time and needs to get the leak fixed. There will be no more extensions. Motion made by Councilman Neumiller and seconded by Councilman Sutherland. All Ayes, Motion passes.

Bob Hubbard: 320 Benton Ave

I have lived here for many years. Not much has changed. I live on Benton Street but this is concerning 527 Morgan Street. The triangle piece of land that had Mills pump house on it. I thought we had settled that with the last Mayor. I talked to his top man Mike , at the time said we were going to settle this small issue. Because at the time O’Hearn’s bar could not open their doors because of Mills property. At that time they did settle O’Hearn’s property but they did not settle mine. I heard that the last Mayor Seth Coleman was hard to deal with so I decided to wait till the new Mayor came in and apply for the piece of land that I am talking about. On this piece of land I have heard that they want to build a coffee shop. He introduced his grandson in law Rock and his granddaughter Kristen. Rock is here for two reasons his probably going to be the owner, and the second thing is I don’t hear well so he is going to help me. I thought this was going to be easy worked out and then realized it was not so I decided to approach an attorney. I approached Mr. Holscher and he said wait a minute I am the City Attorney and Bob stated that he has been recommended to him. Our City Attorney did recommend some other attorney’s to me. I will get a hold of them. I have been down a couple of weeks with cataract surgery. When I came here there was nothing here but a street I bought the land in 1973. The State of Wyoming came to him and said we are going to build a highway and we are going to buy your land. I did not want to sell but they told me that I do not have a choice. So they bought my land and the piece that is what is in question today. At that time I did not understand all this and they bought my land. The land belongs to me and they had a piece of land that they sold at public auction. The person that owns the Fort over here bought the piece of land at auction. He then gave to the City of Mills. So that is how the City of Mills got my property is that the State took from me and sold to him at public auction and then he gave to Mills. The highway frontage is extremely valuable and I own the land adjacent to this piece of land that the coffee house is going. Bob stated that he objects to this. Rock and I want to put a nice car lot, and we were told by Mills that we had to go to everyone in the neighborhood to get approval. After we go all the approvals we were told that we had to go to the planning and zoning commission. At that time we were un able to succeed with our project. Now that I understand unless the process has changed, I have no one come to me about this coffee shop. Mr Hubbard how would you like a coffee shop out there. Bob state that he does not want a coffee shop out there. I want the piece of land because it would give me highway frontage and increase my property value. Also Rock has a car lot now, he wants to put a car lot there. Bob stated that the City has offered me a pretty fence and this and that. I want the land not the fence Bob stated. The coffee shop is right in the middle of the street and it makes no sense to me. No one has come to me and asked me if I want a coffee shop there. Rock took over and he stated after looking how small the piece of land is I would be concerned that if there was more than two cars that Bob cannot get into his property. Also if there is more than 3 to 4 cars they are going to be backed up on Wyoming Blvd. I am concerned that there could be a traffic issue. It is a high traffic location and see why they want it. Mayor stated that we have looked into other models like the Bucking Brew and currently that is not an issue. Rock stated that they are not on a busy highway, they have back roads to go down. Rocky stated that there is also an actual street and from what I know you cannot build if there is a street. Rock

stated that you would have to put her coffee shop on the Wyoming Blvd side so it would not impact his entrance. The Mayor stated right. Bob stated again that he does not want the coffee shop there and he stated to the Mayor that the way she is talking Mr. Holscher will have work to do. Bob showed the flyer that Leah Juarez ran on to get elected. On the top of the sheet it says it is our goal to make sure residents have their voices heard at City Hall. No one has talked to me except for the last few days about a coffee shop on land that I consider mine. Mayor stated that she will have to correct him public on that. Mrs. Kemper has talked to you three times as well as Mr. O'Hearn. Rock relayed the message to Bob and he stated that they did come by, and they did not bring a petition for me to sign. They said they will give me a pretty fence. Rock stated that Mr. O'Hearn said if Bob incorporates he will get his piece of land with his fence or he can contest it and fight it. Mayor stated that Mr. O'Hearn cannot speak for the City and Rock stated that they know that and that is why they are here. He has no way of giving land or has any authority to do so. It would have to be a council action. Rock stated that it is not giving land it is just moving the fence. Mayor stated that we are talking about two different pieces of land. Rock stated that they offered to move the fence and the Mayor stated that we are talking about the land on the Wyoming Signs property right. He stated yes. Rock stated that what he said he could offer to do if we allow a coffee shop on the property. Again, the Mayor stated that he cannot promise you anything, I did advise my people that if the property line is yours we do need to address that. The folks are aware that it is mine stated Bob. Survey's have been done to show this as well as Mr. O'Hearn knows it is. There is markers in a hole that show it. Mayor stated that I agree that if the property is yours we need to do something about it. Rock stated to Bob that if it is your property we need to get it resolved. He passed out some notes to the Council members. Mayor stated again that she wants to clarify that this is not a this for that situation. We would like to resolve the land issue. Rock stated that the Sips property that the City is calling it, are you selling it? Mayor stated that as long as she is in this position we will not be selling City property. Mayor stated that it is being rented and it was open for proposal Rock stated that is the Council aware of how much it is being rented for. Councilman McCarthy stated that we have not discussed how much we are going to rent it for. Mayor stated that the RFP was open and by state law we have to do that. Rocky stated that he has heard that no one addressed it. Rock stated that no one submitted one, even Sips Coffee. Mayor stated that they did. Rock wanted to know what their next steps would be protesting this. Mayor directed the question to the City Attorney. The City Attorney stated that this is a broad question because the topics raised tonight are broad. But if you are protesting the leasing of the property under the proposal that was made basically you have protested. At the point that a lease was ready to be given you could raise your concern that would be appropriate. Rock feels that the Council is doing things that are not accurate. The City Attorney stated that the fundamental issue here is the record title is in correct. Rock stated that you cannot put a coffee shop on a street. Is it legal to stop in a middle of a street? The attorney stated they have not proposed to put a building in a middle of the street. The City of Mills has the right to regulate the street and roads within the City. The attorney stated you are willing to express you discontent with a proposal as it moves along. Rock stated what Bob's rights is if the traffic impedes on his right to enter his property. You have the right to address it here and most do in front of Council and if needed we can contact the maintenance department. The City attorney stated that since we are here and the record has been confusing we might need to slightly correct the record because we do not want to correct an inactive record. The Fort which is the building next to us does not belong to the City of Mills. Also the reference to the liquor establishment that was formally license to Staggers, which it did have some things from a unique property, but at that time it had no connection with prior license holders that at one point of time was Millview Liquors that belonged to the O'Hearn. I just want the record to reflect these two. Rock wanted to know is there a way to find out when Sips applied. Mayor stated that we should have that on record. Bob stated that he has looked and there is not record of them applying and in the minutes we have not seen this issue come up. The City Attorney stated that there is a public record of everything that has happened. Bob stated that we have not seen that this has ever happened. The City Attorney stated that there has been no lease formalized at this time. She was the only one that expressed interest in the property. Bob stated that Sips Coffee owner is already hiring, and it appears that the Mayor is really good friend of yours, knows that you are going to vote to approve this. Do you know that the all the Council will vote to approve it. Bob stated that it looks like right now looking at the Mayor that she is the one that approved it. Bob asked if the Council has heard of this issue before. Councilman McCarthy stated that yes we have talked about it before in work sessions that are open to the public. The City Attorney stated that she also presented in an open session and presented her plans. At that point it was put out for RFP. If I remember stated the City Attorney that she came to a open meeting. But she did speak in an open session. I understand that you can open up the RFP process again, that we could submit one. Nothing on the record shows that has happened. The City Attorney stated the record

will show that has happened. If you want to suggest that there be a proposal you can suggest it. That does not mean that a new request will be given. Bob stated that you are saying that she is the only one that showed an interest, and the City Attorney agreed and Bob stated that no one contacted him about this and what I think. Mr O’Hearn stated to us that he said he did contact you that the RFP was open. I understand that it can be reopen. The City Attorney stated that RFP can be rejected and then they can be brought back. There is not obligation to bring it back. Bob stated that we had heard through the grape vine that we could request all we want but he Mayor had made up her mind about her very good friend in Douglas and we could request all we want but she would veto any others that came in. The City Attorney stated that he is not the council but you are exceeding the time limit by a lot. The next thing is that this was all brought up in an open session and brought up repeatedly. Bob stated that he did not know it was even happening. Our staff according to the attorney that Bob has been informed. Kristen his granddaughter wanted to know where we can go from here. Is there anything we can do. Let’s be real here. Is there anything we can do to fix this? Mayor stated do you not want the coffee shop to go through or do you want a car lot there instead. Rock stated either or. We just do not want the coffee shop there. Kristen stated that we cannot build a car lot if we are not going to get the frontage road. We are not even there yet. Mayor stated that the City cannot hold City property for the hopes that there will be something in the future. Rock stated maybe offer us the same lease that you are going to offer Sips. This piece of property has been pending for 50 years because there was a water pump on it. The City took the water pump down and Seth Coleman did not respond. But you are the new one and I intend to meet with you about the land. Mayor stated that I will have to give the owner of Sips Coffee credit because she saw an opportunity and she took advantage of it real fast. Bob says I suggest you re-open it. We have been told that you are going to give it to her because you are good friends. Mayor stated it is not because we are friends, she decided to move forward and took advantage of a business opportunity. Rock asked if the mayor and the owner of Sips Coffee are good friends. The Mayor stated that they are acquaintances. Rock asked the Mayor how she found out about the property. The Mayor stated that she reached out to the City and acquired if there was any property because her business model would be perfect for this lot. Rock says it is obvious to me that you planned on it and you probably suggested the property to her. Mayor stated that it was Mike Coleman our City Administrator. Bob stated that this to his understanding that this has not been voted on by the council. The Mayor stated that we have not voted on a lease. Rock stated to Bob that they have voted on other things but have not voted on a lease. Kristen asked that it is not official yet. The City Attorney stated that RFP was sent out and this was the only proposal that we received. The City Attorney stated again to Bob that he was informed. You can say that you were not but you were. When Kevin O’Hearn came and offered me the fence that is the first that I had heard about it according to Bob. The City Attorney stated this is the only one we received and is in the process to work through. It may finalize and or it may not. If it did not it would be up to the City to determine if anything what they want to do with the parcel. This is not a new topic. This has been going on for months while it gets worked out. Bob went back to that when the state bought the land which was his for over 50 years. The City built the pump house on it. The City Attorney stated again that it is City Property. The City should have notified him, this is terrible. The City Attorney stated that we understand that you do not like the proposal and you have expressed that you do not like it. He stated that you have had more time than others. Bob stated that he wants more time and the City Attorney stated he does not know what he is seeking. You have made your discontent here and if you want to make some request of the City you can make it. That does not mean that it would be granted. Kristen stated does he need to make an official request to re-open the RFP process again. After back and forth, the City Attorney stated that we have no authority to give property to anyone. If we were going to sell property it would require the City Council sold by law to the highest bidder. There is no guarantee that you would be. The policy of this Council is it does not sell City property. The council has an obligation to make use of the property and this is the attempt to do so. You can propose your use to the City if you wish. You should put forth in writing. The City would have to be open to consider and open the request for proposals. Rock stated that they were told by City Officials a few days ago that this had not happened. The whole process comes across that is was done secretly. The City Attorney stated that is was not. The request for proposals was done right here in open discussion. We thought that they had to come around and get approval and we did not sign a petition. Mayor stated that they only do that when a rezoning is being done. Rock and Kristen a were going back in forth with the Mayor about how unhappy they are with the process. Kristen stated that they are using the property that they own for their own benefit. Mayor stated that the property is zoned as commercial. Bob stated that he has heard they have not voted on a lease yet. They can still back out. The City Attorney stated that either side can reject the lease. The Council has to vote on it. Bob stated so they can still put it out to bid if they choose. Anything is possible the City Attorney stated. The

conditions of the lease is still to be determined. The City Clerk passed out to Council some more papers from Bob. Bob stated that he has more to bring up and this is not the time and place to do so. He thanked the council for their time.

Kristen had some other issues she wanted to bring up. Her name is Kristen Carlson, She lives in Casper. She wanted to talk about the cat problem. They are out of control. They are everywhere. They are all over his garages. You open it and they all come in. Councilman McCarthy stated that we have TNR. Mills has partnered with Evansville, Bar Nunn to do a pilot program for TNR. We are going to start collecting the feral cats spay and neuter them clipping the ears then let them back out. We hope to start the program soon. Kristen said something has to happen, Bob does not want the cats to starve. The whole neighborhood is going through this.

Chris Sutherland 4493 Chalmers.

He has a couple of issues. He wanted to know if we have anyone that can fix street lights. Mayor stated that our maintenance department can. What is happening is that in the Mountain View Subdivision the lights are going in and out, and some are not working at all. Chalmers was bad and someone must of went down that street. Are we going to do something about the cracks in the street? Mayor stated that we have an app on the website that you can report issues to and that will go to our Public Works department. I have noticed that we also have weeds popping up everywhere. They are also in the gutters and everywhere. Mayor stated that she will let the maintenance department know. I will go onto the website and see what I can learn.

EXECUTIVE SESSION

None

ADJOURNMENT

Mayor asked for a motion to adjourn the meeting at 7:45pm.

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

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - July 25th, 2023 @ 7:00pm/ August 8th, 2023 @ 7:00pm/ August 22nd, 2023 @ 7:00pm

NEXT WORK SESSION - July 25th, 2023 @ 9:00am/ August 7th, 2023 @ 9:00am/ August 22nd, 2023 @ 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, Christine Trumbull

Council Meeting JULY 25th, 2023

Item # 3.

NEW BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION

INSURANCE

1
2
3
4

RENEWAL BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION

INSURANCE

1	CAPUTA'S CATERING/WYO PHILLY	NO	NO
2	CASPER GYMNASTICS CENTER	NO	NO
3	COASTAL CHEMICAL CO	NO	NO
4	DOLLAR GENERAL STORE #23300	YES	NO
5	FASTENAL COMPANY	NO	NO
6	GEOTEC INDUSTRIAL SUPPLY	YES	NO
7	HANSEN QUICK LUBE	YES	NO
8	HAYDEN'S PLACE	YES	NO
9	HOMAX OIL SALES/MOUNTAIN VIEW SINCLAIR	YES	NO
10	LOAF 'N JUG #114	YES	NO
11	MILLVIEW LAUNDROMAT	YES	NO
12	MOYLE PETROLEUM dba COMMON CENTS FOOD STORE	NO	NO
13	THE WRIGHT APPROACH	NO	NO

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Council Meeting JULY 25th, 2023

Item # 3.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	CRIMSON FIRE PROTECTION	N/A	N/A	N/A
2	SUPERIOR CONSTRUCTION SERVICES	N/A	N/A	YES
3				

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	ALLTERRA CONSTRUCTION	N/A	YES	NO
2	BARNS BY DESIGN	N/A	NO	YES
3	LIMMER ROOFING	N/A	NO	NO
4	RIVER VALLEY BUILDERS	N/A	NO	YES
5	SAM'S PLUMBING	N/A	NO	YES
6	SUMMIT ELECTRIC	N/A	NO	NO
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CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: July 25th, 2023

Payroll Type: Fire Payroll

Date Range: 6-30-2023 to 7-11-2023

NET..... \$13,402.97

DEDUCTIONS.....\$17,248.20

Federal Taxes.....\$2301.00

Medicare..... \$427.31

Retirement \$2235.30

Union Dues..... \$220.00

Supplemental Insurance.....\$127.85

Insurance.....\$1163.95

Incentive Checks..... 10,773.01

TOTAL PAYROLL.....\$30,651.17

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: July 25th, 2023

Payroll Type: Regular/Police Payroll

Date Range: 7-3-2023 to 7-16-2023

NET..... \$82,484.74

DEDUCTIONS.....\$31,335.70

Federal Taxes.....\$9376.00

Medicare..... \$1579.95

Retirement \$6322.51

Social Security.....\$6568.32

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$650.57

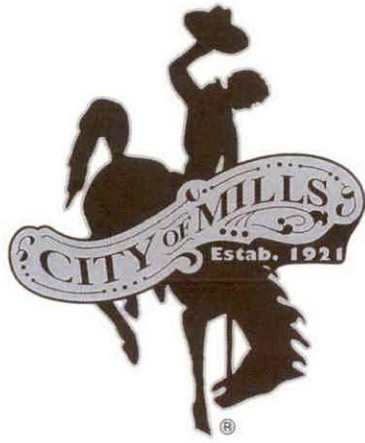
Child Support..... \$600.00

Insurance.....\$4526.56

TOTAL PAYROLL.....\$113,820.44

City Clerk, Christine Trumbull

Mayor, Leah Jaurez



CITY OF MILLS

EST. 1921

CHECK LIST FOR

July 25th, 2023

COUNCIL MEETING

City Hall/Court

7-7-2023	31475	Manuals
7-14-2023	31476-31480	Payroll
7-11-2023	31481	Transmittals
7-12-2023	31482-31494	Manuals
7-20-2023	31495-31499	Payroll
7-20-2023	31500-31503	Transmittals
7-20-2023	31504-31544	Vouchers
7-20-2023	31545	Void
	COURT	
7-12-2023	1776	Manuals
7-13-2023	1777-1778	Manuals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

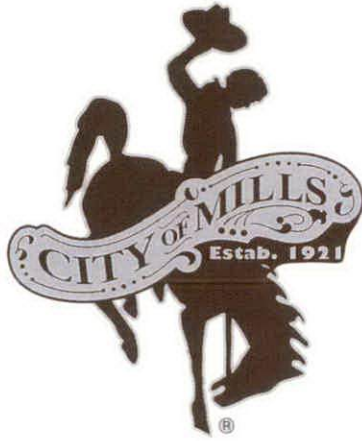
EST. 1921

BILLS

Meeting Date: July 25th, 2023

Bills

ACH.....	\$7222.43
VOUCHERS.....	\$167,374.67
MANUAL CHECKS CITY HALL.....	\$73,115.70
MANUAL CHECKS COURT.....	\$2560.00
TRANSMITTAL CHECKS.....	\$39,453.49
VOIDED CHECKS.....	\$3049.20



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

July 25th, 2023

COUNCIL MEETING

7-7-2023	31475	Department of Treasury	QTR 2 Health Taxes	\$259.47
7-12-2023	31482	Andrea Husted	Water Deposit Refund	\$136.05
7-12-2023	31483	Century Link	Bill	\$282.35
7-12-2023	31484	James Mackey	Water Deposit Refund	\$27.59
7-12-2023	31485	Joshua Jester	Water Deposit Refund	\$52.70
7-12-2023	31486	Richard Taylor & Amy Hathaway	Water Deposit Refund	\$35.30
7-12-2023	31487	Rocky Mountain Power	Utility Bill	\$56.33
7-12-2023	31488	Tim Sutherland	Per Diem	\$58.00
7-13-2023	31489	B3 K9 Training	Dog Training	\$7250.00
7-13-2023	31490	Guadalupe Velazquez	Hall Deposit Refund	\$250.00
7-13-2023	31491	Rocky Mountain Power	Utility Bill	\$12,645.94
7-17-2023	31492	Black Hills Energy	Utility Bill	\$731.41
7-17-2023	31493	HUB International	Property Insurance	\$51,213.00
7-17-2023	31494	Leah Juarez	Parade Supplies	\$117.56

TOTAL: \$73,115.70



CITY OF MILLS

EST. 1921

MANUAL CHECKS

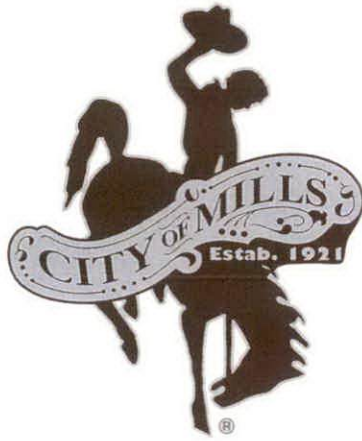
COURT

July 25th, 2023

COUNCIL MEETING

7-12-2023	1776	Justin Montgomery	Bond Refund	\$1530.00
7-13-2023	1777	Michael Anthony Wilson	Bond Refund	\$600.00
7-13-2023	1778	Michael Rowley	Bond Refund	\$430.00

TOTAL: \$2560.00



CITY OF MILLS

EST. 1921

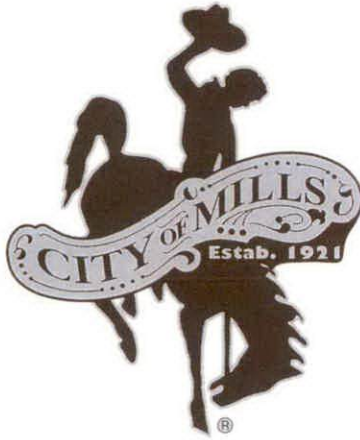
Transmittal Checks

July 25th, 2023

Council Meeting

7-11-2023	31481	Pathfinder Credit Union	\$220.00
7-18-2023	31500	American Funds	\$275.00
7-18-2023	31501	Orchard Trust	\$825.00
7-18-2023	31502	Clerk of District Court	\$600.00
7-18-2023	31503	State of Wyoming Retirement-Reg	\$37,533.49

TOTAL: \$39,453.49



CITY OF MILLS

EST. 1921

Voided Checks

July 25th, 2023

Council Meeting

7-20-2023	31545	None	Tram Nguyen	Pay with Credit Card	\$3049.20
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TOTAL: \$3049.20

ORDINANCE NO. 797

AN ORDINANCE AUTHORIZING THE VACATION AND REPLAT OF LOTS 1, 2, 3 & RESERVOIR TRACT, EVERGREEN PARK SUBDIVISION AND LOT 1, BLOCK 8, EVERGREEN PARK NO. 2, TO BE KNOWN AS SHAWVILLE ADDITION TO THE CITY OF MILLS, WYOMING

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

WHEREAS, the City of Mills has received a request to Vacate and Replat all of Lots 1, 2, 3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8, Evergreen Park No. 2; and

WHEREAS, the City of Mills has determined that it is in the best interest of the City to vacate and replat Lots 1, 2, 3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8, Evergreen Park No. 2; and

WHEREAS, the City of Mills has determined that this vacation and replat of these lots will provide for a better use of the land, and is keeping with the proposed land use policies within the City and will conform with the Mills Comprehensive Plan of 2017; and

WHEREAS, the vacation and replat of the foregoing described lands as appears on this plat is with the free consent and in accordance with the desires of the above named owners and proprietors of said lands; the name of said vacation and replat shall be known as “SHAWVILLE ADDITION” to the City of Mills, Wyoming. All streets as shown hereon have previously been dedicated to the use of the public.

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

The vacation of replat of Lots 1, 2, 3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8, Evergreen Park No. 2, shall become effective upon the passage of this Ordinance.

PASSED ON FIRST READING the ____ day of _____ 2023

PASSED ON SECOND READING the ____ day of _____ 2023

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING the ____ day of _____ 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sutherland, Council

Cherie Butcher, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

ORDINANCE NO. 800

**AN ORDINANCE AMENDING SECTION 5.08.040 OF
TITLE 5
BUSINESS LICENSES AND REGULATIONS**

WHEREAS, The City of Mills, Wyoming, has set limitations for the serving of alcohol as follows:

5.08.040 Hours of sale.

Except as otherwise restricted by Section 5.04.120, all persons licensed under this chapter shall close the licensed building and cease the sale of both alcoholic liquors and malt beverages promptly at the hour of two a.m. each day, and shall clear the licensed building of all persons other than employees by two-thirty a.m., and shall keep the same closed until six a.m. each day; except, that on Sundays not occurring on December 31, such places may only open the licensed building between the hours of nine a.m. and twelve midnight a.m., and shall clear the licensed building of all persons other than employees by ten-thirty p.m. Holders of restaurant liquor licenses shall operate the dispensing area(s) with the foregoing hours of operation, and additionally shall cease all sales of alcoholic liquors and malt beverages at the time food sales and services cease. Clubs holding special club licenses are exempt from all provisions concerning hours of operation.

And’;

WHEREAS, The hours set in 5.08.040 are different from those which are set in areas bordering Mills for Sunday mornings, putting establishments within Mills and an unfair economic disadvantage; and

WHEREAS, The Governing body of the City of Mills has examined the hours of operation and is of the view that making the hours uniform for each day of the week will not disturb the public peace; and

WHEREAS, The Governing body of the City of Mills has also determined that retaining some flexibility to set special hours, where allowed for at law, would serve the community interests.

NOW THEREFORE, The City Council of the City of Mills hereby amends its existing Title 5 such the above referenced section shall read as follows, with strikes and amendments noted in red:

5.08.040 Hours of sale.

Except as otherwise restricted by Section 5.04.120, all persons licensed under this chapter shall close the licensed building and cease the sale of both alcoholic liquors and malt beverages promptly at the hour of two a.m. each day, and shall clear the

licensed building of all persons other than employees by two-thirty a.m., and shall keep the same closed until six a.m. each day; ~~except, that on Sundays not occurring on December 31,~~ such places may only open the licensed building between the hours of nine a.m. and twelve midnight a.m., and shall clear the licensed building of all persons other than employees by ten-thirty p.m. Holders of restaurant liquor licenses shall operate the dispensing area(s) with the foregoing hours of operation, and additionally shall cease all sales of alcoholic liquors and malt beverages at the time food sales and services cease. Clubs holding special club licenses are exempt from all provisions concerning hours of operation.

The City Council shall retain the right and ability to modify hours of operation under this section by Resolution, both for individual events, and in general, as it determines to be appropriate, as long as such hours are otherwise authorized by the laws of the State of Wyoming.

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

PASSED on 1st reading the ____ day of _____, 2023.

PASSED on 2nd reading the ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sullivan, Council

Cherie Butcher Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, City Clerk

Resolution No. 2023-26

A RESOLUTION FOR BUFFALO MEADOWS ADDITION NO 2, A VACATION AND REPLAT OF LOTS 1-7, BUFFALO MEADOWS ADDITION, CITY OF MILLS

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

WHEREAS, Buffalo Development, LLC is the owner of Lots 1-7, Buffalo Meadows Addition; and

WHEREAS, said owner has petitioned the City of Mills to vacate and replat said property as Buffalo Meadows Addition No. 2, 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 Mixed-Use District; and

WHEREAS, the Planning & Zoning Board met on July 6, 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 25 July 2023 and approved Buffalo Meadows Addition No. 2, a vacation and replat of Lots 1-7, Buffalo Meadows Addition, City of Mills.

1. All planning consideration shall be met.
2. Upon Town 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 25TH Day of July 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

RESOLUTION NO. 2023-27

A RESOLUTION ESTABLISHING AUTHORIZING METROPOLITAN ANIMAL SERVICES PARTICIPATION IN A COMMUNITY TRAP NEUTER AND RETURN (TNR) PROGRAM

WHEREAS, the City of Mills wants to improve the quality of life and bring positive changes for the community cats in our city by humanely reducing the number of feral cats and nuisance complaints associated with unsterilized cats; and

WHEREAS, the City of Mills seeks to decrease the impact feral cats have on wildlife and to increase the number of cats vaccinated for rabies; and

WHEREAS, the Mills City Council finds it is in the best interest of residents to participate in a TNR program that aligns with industry best practices, operating in cooperation with community organizations and Metropolitan Animal Services; and

WHEREAS, the City of Mills will participate in this program on a trial basis, which will allow both the City and Metropolitan Animal Services the opportunity to assess the program's data and effectiveness; and

WHEREAS, if after a trial period data indicates the TNR Program is not effective in reducing the overall feral cat population; is not effective in reducing nuisance complaints; is not effective in reducing non-live outcomes of cats from the shelter; is negatively impacting our residents' health, property, or fiscal resources; is negatively impacting our wildlife populations; the City and Metropolitan Animal Services will work to modify the program as necessary or opt out of the program.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MILLS, WYOMING:

SECTION 1: INCORPORATION OF RECITALS. The City Council finds that the statements set forth in the Recitals of this Resolution are true and correct and the City Council hereby incorporates such Recitals as part of this Resolution.

SECTION 2: The City Council of the City of Mills, Wyoming, authorizes the participation in a TNR Program that aligns with industry best practices and is administered by Metropolitan Animal Services.

SECTION 3: SEVERABILITY. If any section, part, or provision of this Resolution is declared unconstitutional or invalid, by a court of competent jurisdiction, then in that event, it is expressly provided and it is the intention of the City Council, in passing this Resolution, that its

parts shall be severable, and all other parts of this Resolution shall not be affected thereby, and they shall remain in full force and effect.

SECTION 4: EFFECTIVE DATE. This Resolution shall be and remain in full force and effect from and after the date of its passage.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2023.

APPROVED AS TO FORM:

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

**MEMORANDUM OF UNDERSTANDING
CONCERNING A CASPER AREA PARKS AND RECREATION MASTER PLAN**

THIS Memorandum of Understanding (“MOU”) is made and entered into this _____ day of _____, 2023, with an effective date of July 1, 2023, by and between the City of Casper, Wyoming, ("Casper"), the City of Mills, Wyoming, (“Mills”) Natrona County, Wyoming, (“County”), Natrona County School District #1, (“NCSD” or “District”), the Town of Evansville, Wyoming, (“Evansville”), the Town of Bar Nunn, Wyoming, (“Bar Nunn”), and the Casper Area Convention and Visitors Bureau (“Visit Casper”). The entities in this paragraph may be hereinafter referred to individually as a “Party” or collectively as the “Parties”.

RECITALS

WHEREAS, the Parties provide and/or support recreation and leisure opportunities to residents and visitors of Casper and the surrounding communities; and,

WHEREAS, the Parties acknowledge the shared quality-of-life and economic benefits of providing recreation and leisure opportunities to residents and visitors and wish to align local efforts regarding parks and recreation; and,

WHEREAS, the Parties desire to collaborate on an assessment of existing parks and recreation assets and offerings; and,

WHEREAS, the Parties desire to develop and adopt a unified strategic plan to develop and maintain parks and recreation assets in Casper and the surrounding area; and,

WHEREAS, the Parties agree that engaging a third-party consultant to develop a Casper Area Parks and Recreation Master Plan (“Master Plan”) is the preferred way for the above referenced assessment and strategic plan to be completed; and,

WHEREAS, Exhibit A, attached hereto, generally describes the scope of work for the consultant to perform; and,

WHEREAS, the Parties agree to jointly select a consultant for the Master Plan, and further agree to share the cost of the Master Plan between them, pursuant to the terms and cost sharing established in this MOU.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein to perform, it is understood and agreed by and between the Parties as follows:

I. INCORPORATION OF RECITALS

1.1 The recitals are incorporated at this point as if fully set forth.

II. PURPOSE OF AGREEMENT

2.1. *Cost-Sharing*. It is the intent of the Parties that execution of this MOU will secure participation

of the Parties to this Agreement for the costs of the Master Plan, all in accordance with the methods and procedures set forth herein.

2.2. *Cooperation of the Parties.* The Parties shall cooperate with each other to effectuate the purposes of this MOU, including participating in the selection of a consultant for the Master Plan, providing timely and accurate information to the consultant for the Master Plan, attending necessary meetings, responding promptly to the consultant, and making timely payments as required under this MOU. Failure or forfeiture by any Party to participate in the selection of the consultant or to engage with the consultant for the completion of the Master Plan will not relieve the Party of its cost-sharing obligation as established by this MOU.

III. ORGANIZATION

3.1. *Project Coordinator.* The Parties have designated Zulima Lopez, the Parks, Recreation and Public Facilities Director for the City of Casper, or her designee, as the project coordinator for administering the Contract with the selected consultant. She is responsible for coordinating the Parties’ communications with the consultant regarding the Master Plan and coordinating meetings between the Parties.

3.2. *Meetings and Scope of Work Changes.* The Parties may discuss changes to the Scope of Work of the Master Plan at meetings, including, where appropriate, conference telephone or online discussions (e.g., MS Teams, Zoom, etc.), and email chains with all Parties included. The Parties must approve all agreed upon changes by written amendment to this MOU before any changes to the Scope of Work are implemented.

3.3. *Reservation of Rights.* Although the Parties shall make every reasonable effort to reach consensus on decisions affecting the Parties under the Master Plan, each Party reserves the right to represent its own interests on any matter relating to the Master Plan where a Party believes such action is warranted.

IV. COST-SHARING OBLIGATIONS

4.1. *Contract Price.* The Parties acknowledge and agree to a project budget for the Master Plan not to exceed Two Hundred Thousand Dollars (\$200,000). The Parties each agree to pay a proportionate share of the Contract cost, plus any approved change orders thereto as follows:

4.1.1. The City of Casper will enter into a contract with the consultant selected by a selection committee comprised of no more than one representative from each of the Parties. The City shall pay the full contract amount to the consultant.

4.1.2. City of Casper will invoice each Party within thirty (30) days of the execution of a contract with the consultant, and each Party shall pay the City of Casper its cost-sharing obligation within forty-five (45) days of the invoice date.

- Natrona County – 7.5%, not to exceed \$15,000
- Visit Casper – 5%, not to exceed \$10,000
- City of Mills – 5%, not to exceed \$10,000
- Natrona County School District – 5%, not to exceed \$10,000
- Town of Bar Nunn – 1.5%, not to exceed \$3,000
- Town of Evansville – 1%, not to exceed \$2,000

V. AUTHORITY AND EXECUTION

5.1. *Authority.* Individuals signing the MOU on behalf of the Parties agree and represent that they have the legal authority to bind themselves, as representatives of the Party to terms of this MOU.

5.2. *Execution.* This MOU may be executed in counterparts (including by facsimile, e-mailed portable document format file, or electronic signature technology), all of which shall constitute one document, and that by the signature(s) hereto, the undersigned further agree that facsimile, e-mailed portable document format file, or electronic signatures are the legally binding equivalent to their handwritten signature and shall be effective for all purposes, unless original signatures are otherwise required by law.

VI. MODIFICATIONS

6.1. *Modifications by the Parties.* This MOU may only be modified by a written amendment to this MOU.

6.2. *Savings Provisions.* If any provision of this MOU is deemed invalid or unenforceable, the court having jurisdiction shall have the power to modify such provision so that it will be valid and enforceable, and in any case, the balance of this MOU shall remain in full force and effect.

6.3. *Severability of Clauses.* Any clause in this MOU which may be prohibited under applicable state or federal laws shall be deemed ineffectual in those jurisdictions where prohibited.

VII. ENTIRE AGREEMENT

7.1 *Entire Agreement.* This MOU along with its exhibits and referenced documents and/or instruments, supersedes any and all other agreements, either oral or in writing, between the Parties with respect to the subject matter hereof and contains all of the covenants and agreements between the Parties with respect to such matter, and each party to this MOU acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this MOU shall be valid or binding.

VIII. WYOMING GOVERNMENTAL CLAIMS ACT

8.1 *Governmental Immunity.* The Parties do not waive any right or rights they may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and specifically reserve the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

IX. GOVERNING LAW AND JURISDICTION

9.1 *Governing Law and Jurisdiction.* The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The Parties agree that the state courts of the State of Wyoming shall have jurisdiction over any and all actions arising out of this MOU and over the Parties, and any filings shall be, and the venue shall be, in the applicable court of the Seventh Judicial District, Natrona County, Wyoming.

X. NO THIRD-PARTY BENEFICIARY RIGHTS

10.1 *Relationship of the Parties.* The Parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this MOU shall not be construed to create such status. The rights, duties and obligations contained in this MOU shall operate only between the Parties, and shall inure solely to the benefit of the Parties in performing their obligations under this MOU. The Parties to this MOU intend and expressly agree that only Parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a Party’s performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

XI. EXHIBITS

11.1 All exhibits referenced herein are made a part of this MOU.

THOSE SIGNING BELOW CERTIFY THAT THEY HAVE CAREFULLY AND COMPLETELY READ THE FORGOING, THAT THEY UNDERSTAND THE TERMS AND CONDITIONS SET FORTH HEREIN AND THAT ON BEHALF OF THEMSELVES AND THEIR AGENCY (IF APPLICABLE) THEY AGREE TO ABIDE BY SUCH TERMS AND CONDITIONS.

The remainder of this page intentionally left blank.

Signatures Page for City of Casper

APPROVED AS TO FORM
(Attorney for the City of Casper)

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor

(Signature line continue on the next page)

Signatures Page for City of Mills

APPROVED AS TO FORM
(Attorney for City of Mills)

WITNESS

City of Mills, Wyoming

By: _____

Printed Name: _____

Title: _____

Leah Juarez
Mayor

(Signature line continue on the next page)

Signatures Page for Natrona County, Wyoming

APPROVED AS TO FORM
(Attorney for Natrona County)

WITNESS

Natrona County, Wyoming
Board of County Commissioners

By: _____

Printed Name: _____

Title: _____

Steven K. Freel
Chairman

(Signature line continue on the next page)

Signatures Page for Natrona County School District #1

APPROVED AS TO FORM
(Attorney for Natrona County School District #1)

WITNESS

Natrona County School District #1

By: _____

Printed Name: _____

Title: _____

Michael Jennings
Superintendent

(Signature line continue on the next page)

Signatures Page for Town of Evansville, Wyoming

APPROVED AS TO FORM
(Attorney for Town of Evansville)

WITNESS

Town of Evansville, Wyoming

By: _____

Printed Name: _____

Title: _____

Chad Edwards
Mayor

(Signature line continue on the next page)

Signatures Page for Town of Bar Nunn, Wyoming

APPROVED AS TO FORM
(Attorney for Town of Bar Nunn)

WITNESS

Town of Bar Nunn, Wyoming

By: _____

Printed Name: _____

Title: _____

Peter Boyer
Mayor

(Signature line continue on the next page)

Signatures Page for Casper Area Convention and Visitors Bureau, dba Visit Casper

APPROVED AS TO FORM
(Attorney for Visit Casper)

WITNESS

Visit Casper

By: _____

Printed Name: _____

Title: _____

Tyler Daughtry
Chief Executive Officer

(End of Signature Pages)

Exhibit A
Requirements and Scope of Work for the
Casper Area Parks and Recreation Master Plan

Technical Requirements of Qualified Consultant:

1. Expertise/experience in recreation master plans.
2. Expertise/experience in public engagement.
3. Local partners/subcontractors encouraged.

Geographic Area of Master Plan:

1. Master Plan will include evaluation of current and future assets and recreation programming and opportunities offered within the local Metropolitan Planning Organization (MPO) boundaries including all towns and cities in the greater Casper area, Casper Mountain, and Edness Kimball Wilkens State Park.
2. Alcova and Pathfinder reservoirs will not be included in the geographic scope; however, the Master Plan will review/consider recent master plans for these facilities as part of the scope of work.

Stakeholder Identification and Community Engagement:

1. Identify partner/stakeholder/user groups.
2. Engage partners, stakeholders, users, and the public at large to gather data for analysis:
 - a. Develop and deploy user surveys.
 - b. Coordinate and lead partner/stakeholder/user meetings.
 - c. Coordinate and lead public meetings.
3. Engagement efforts will gather data on the following, as a minimum:
 - a. Current sentiment regarding parks and recreation assets and programming.
 - b. Community needs and wants in terms of parks and recreation assets and programming.
 - c. Interest in expanding outdoor recreation opportunities.
 - d. Interest in expanding youth sports opportunities.
 - e. Desires regarding public vs. private offerings.

Data Analysis and Reporting:

1. Review and analyze past studies and plans for current relevancy regarding the Parks and Rec Master Plan.
2. Inventory current recreational assets and programming/offerings.
3. Identify areas of underservice.
4. Identify areas of over service/saturation.
5. Assess the condition of existing assets and current maintenance/repair needs.
6. Identify/recommend strategies to deploy for strategic growth and sustainability:
 - a. Identify and prioritize recreation growth opportunities based on return on investment and/or impact.

- i. Economic impact – local job creation, economic diversification, etc.;
 - ii. Tourism impact – dollars brought from outside the community;
 - iii. Estimated use/community engagement;
 - iv. Quality of life/livability impacts;
 - v. Physical/mental health impacts;
 - vi. Strengthening of collaboration/partnerships, and
 - vii. Re-use or reimagination of current assets/programming (i.e. Eastridge Mall, parks, other public or private land or buildings).
- b. Identify recommended collaboration and partnership opportunities among partners, stakeholders, and users for expansion and maintenance.
 - c. Identify and quantify current and maintenance needs and recommend plans and/or methods for sustainability.
 - d. Identify possible funding mechanisms for future projects and ongoing maintenance of assets/programming.

Communication Planning

1. Develop public communication plan for Master Plan results.
2. Recommend where related information is kept and how it is distributed.
3. Recommend future communication/branding strategies for future projects.

To whom it May Concern,

I am writing this Catering letter on behalf of B. Diesel's Bar and Grill, located at 525 SW WY Blvd, Mills WY, 82644. Attached you will find our catering application for an outdoor concert on our property on , 2023 August 18, 2023 from 4:00 p.m. to 10:00 p.m.

Our event Details are as follows.

Business: B. Diesel's Bar and Grill

Address: 525 SW WY Blvd, Mills Wy 82644

Contact: Joe Campbell 307-267-2932

Event Name and Type: XRAIDED AND CMOB OUTDOOR CONCERT

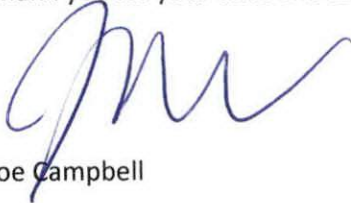
Location of Event: B. Diesel's parking lot; 525 SW WY Blvd, Mills WY 82644

Date: AUGUST 18, 2023

Hours: 4:00 P.M. to 10 P.M.

Details: We would like to host an outdoor concert. We will sell liquor in a booth on the south side of the building near stairs leading to the basement. All liquor will be provided by our establishment.

Thank you for your time and consideration,



Joe Campbell

B. Diesel's Bar and Grill- Owner

307-267-2932



CITY OF MILLS
EST. 1921

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

Permit # _____ Item # 12.

Fee \$ 50.00

RECEIVED Catering Permit Application
Permit Fees Are Nonrefundable

PAID
JUL 20 2023

JUL 20 2023 ESTABLISHMENT APPLYING FOR PERMIT

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

APPLICANT INFORMATION			
APPLICANT: <u>B. Diesels Bar and Grill</u>			
CONTACT PERSON: <u>Joe Campbell</u>			
ADDRESS: <u>525 SW Wyoming Blvd.</u>			
CITY: <u>Mills</u>		STATE: <u>WY</u>	
TELEPHONE: <u>307-267-2932</u>			CELL:

EVENT INFORMATION			
EVENT NAME: <u>X Raided - CMOB CONCERT</u>			
TYPE OF EVENT: <input type="checkbox"/> WEDDING <input type="checkbox"/> REUNION <input type="checkbox"/> ART SHOW <input type="checkbox"/> PRIVATE COMPANY PARTY			
(Select One) <input checked="" type="checkbox"/> CONCERT <input type="checkbox"/> FUND RAISER <input type="checkbox"/> OTHER _____			
EVENT DATE: <u>AUG. 18, 2023</u>		EVENT TIME: <u>4PM-10PM</u>	
EVENT ADDRESS: <u>525 SW WYO BLVD MILLS WY</u>			
OUTSIDE EVENT: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		STREET EVENT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
STREET CLOSURE NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			

FEES	
CITY OF MILLS CATERING PERMIT: \$50.00 A DAY	NUMBER OF DAYS PERMITTED: <u>1</u>
CITY OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: <u>50.00</u>
APPLICANT'S SIGNATURE: <u>[Signature]</u>	DATE: <u>July 06 2023</u>

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

XBP Confirmation Number: 149714857

Receipt for Payment to:
City of Mills

Date/Time: 07/20/2023 12:41:47 PM
Transaction #: 201489661
Payment Method: Visa
Transaction Status: Successful

Items

ALCOHOL PERMIT 50.00

Total: 50.00

CLARISSA BAUGHER 82644

Payment Service Provided By
www.xpressbillpay.com



CITY OF MILLS
EST. 1921

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

Permit # _____
Fee \$ 50.00

Item # 13.

Catering Permit Application

Permit Fees Are Nonrefundable

PAID
JUL 21 2023

ESTABLISHMENT APPLYING FOR PERMIT

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

X ~~Books~~ Mountain View Discount Liquors

APPLICANT INFORMATION

APPLICANT: Mountain View Discount Liquors

CONTACT PERSON: Abriel Kendra Chorniak

ADDRESS: 4817 W. Highway St

CITY: mills STATE: wy 82604

TELEPHONE: 472-1806 CELL: _____

EVENT INFORMATION

EVENT NAME: Driven for a Change Car Show

TYPE OF EVENT: WEDDING REUNION ART SHOW PRIVATE COMPANY PARTY
 (Select One) CONCERT FUND RAISER OTHER Car show

EVENT DATE: Aug 1st EVENT TIME: 7am - 5pm

EVENT ADDRESS: _____

OUTSIDE EVENT: YES NO STREET EVENT: YES NO STREET CLOSURE NEEDED: YES NO

FEES

CITY OF MILLS CATERING PERMIT: ~~\$25.00~~ ^{50.00} A DAY NUMBER OF DAYS PERMITTED: 1

CITY OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE: TOTAL: _____

APPLICANTS SIGNATURE: [Signature] DATE: _____

CITY OFFICIALS

POLICE CHIEF: _____ DATE: _____

FIRE CHIEF: _____ DATE: _____

APPROVAL SIGNATURE: _____ APPROVAL DATE: _____

CITY OF MILLS
PO BOX 789
704 FOURTH STREET
MILLS WY 82644

307-234-6679

Receipt No: 1.047755

Jul 21, 2023

Previous Balance:	.00
Permits	
Alcohol Permit Mountain	50.00
View Discount Liquors	
10-36-100	
Miscellaneous Revenue	
Total:	50.00
Check - Jonah Operating	50.00
Check No: 2092	50.00
Total Applied:	
Change Tendered:	.00

07/21/2023 10:57 AM

To Mills Council:

July 21st, 2023

I am writing this Catering letter on behalf of Mountain View Discount Liquors located at 4817 W Highway Street, Mills WY 82604. I have enclosed our catering application for this car show and event on our property and street. The event will be August 19th, 2023 from 7am to 5pm.

Details of event:

Liquor License holder: Mountain View Discount Liquors.

Address: 4817 W Highway Street, Mills, WY 82604

Event: Drivin for a Cause

Contact: Abriel VanValkenburg and Kendra Chorniak

Type of Event: Car show and corn hole tourney. All proceeds will go towards Wyoming Uprising to help Children in need here in Wyoming.

Location: ⁴⁸¹⁷ ~~4817~~ W Hwy St ≈ ~~4817~~ 4789 W Yellowstone Hwy

Date August 19th, 2023

Time: 7am to 5pm

Details: We would like to host our outdoor event with a car show and corn hole tourney. There will be live music and food vendors. We are asking for the street to be closed in front of our bar/liquor store (Highway Street) to the street by GMAS.

Thank you for your time and consideration,

Abriel VanValkenburg

307-247-9700

Kendra Chorniak

307-267-4695




NOTICE OF AWARD

Dated: July 20, 2023

TO: 71 Construction
(Bidder)

ADDRESS: 7072 Barton Drive, Casper, Wyoming, 82604

CONTRACT: City of Mills, Fire Hydrant Replacement

PROJECT: City of Mills, Fire Hydrant Replacement

OWNER’S CONTRACT NO.: N/A

You are notified that your bid dated July 6, 2023 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract for **Fire Hydrant Replacement Project**

(indicate total work, alternates or sections or work awarded)

The Contract Price of your contract is **One million, ten-thousand, three hundred sixty dollars and zero cents (\$1,010,360.00)**

(Insert appropriate data if unit prices are used. Change language for cost-plus contracts.)

3 copies of each of the proposed Contract Documents (except drawings) accompany this Notice of Award. 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 August 14, 2023

1. Deliver to Owner fully executed counterparts of the Contract Documents. [Each of the Contract Documents must bear your signature on (X)].
2. (List other conditions precedent).
3. 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)