



## **TOWN COUNCIL REGULAR MEETING**

**APRIL 04, 2023 at 6:00 PM**

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Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

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### **AGENDA**

#### **CALL TO ORDER**

- 1) Opening Ceremony
- 2) Roll Call: \_\_Mayor Chuck Davis \_\_Councilman Cooley \_\_Councilwoman Beck  
\_\_Councilman Jerry Fluty \_\_Councilman Jacob Fluty

#### **APPROVAL OF THE AGENDA**

#### **APPROVAL OF THE MINUTES**

- 3) Approval of the regular minutes of March 21, 2023

#### **APPROVAL OF THE BILLS**

- 4) Deposits - \$133,530.26
- 5) Accounts Payable - \$75,579.92
- 6) Payroll - \$35,481.24
- 7) Transmittals - \$11,160.11

#### **CORRESPONDENCE**

- 8) Thank You From the Chamber
- 9) Thank You From Carbon County Senior Services

#### **ITEMS FROM THE PUBLIC**

- 10) Saratoga Friends of the Library regarding the Little Free Library

#### **COUNCIL COMMENTS**

#### **REPORTS FROM DEPARTMENTS**

##### **Town Hall**

- 11) Resolution 2023-11 - Flood Declaration between Town of Saratoga & Carbon County Office of Emergency Management
- 12) Waive Valley Village Building Permit \$948.10

##### **Police Department**

## **Fire Department**

### **Recreation Department**

13) Pool Manager Hire

## **Department of Public Works**

## **REPORTS FROM BOARDS AND COMMISSIONS**

### **Community Center Joint Powers Board**

Next meeting is April 10, 2023 at 4:30 PM at the PVCC

### **Water and Sewer Joint Power Board**

Next meeting is April 12, 2023 at 6:00 PM at the PVCC

### **Planning Commission**

Next meeting is April 11, 2023 at 5:30 PM at the Town Hall Council Chambers

14) Joe Schwartz - USDA

[15\)](#) Zone Change Request & Minor Subdivision Request for Derby Estates

[16\)](#) Zone Change Request from RD-20 & RRA-10 to Rural Residential Agriculture and Minor Subdivision Request

[17\)](#) Update on TAP Masterplan

### **Recreation Commission**

Next meeting is April 3, 2023 at 6:00 PM at the Town Hall Council Chambers

### **Saratoga Airport Advisory Board**

Next meeting is April 10, 2023 at 3:30 PM at the Town Hall Council Chambers

[18\)](#) RFR ASA004D - \$4,941.25

### **South Central Wyoming Emergency Medical Services Board**

Next meeting is April 17, 2023 at 6:00 PM at Saratoga Ambulance Barn

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii)

Exit executive session noting no action was taken and to seal the minutes at HH:MM PM

## **FURTHER BUSINESS**

## **ADJOURNMENT**

**THE NEXT TOWN COUNCIL MEETING WILL BE ON  
TUESDAY, APRIL 18, 2023 AT 6:00 PM.**



## **TOWN COUNCIL REGULAR MEETING MARCH 21, 2023 at 6:00 PM**

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Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

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### **MINUTES**

#### **CALL TO ORDER**

- 1) Opening Ceremony
- 2) Roll Call: \_\_Mayor Chuck Davis \_\_Councilman Cooley \_\_Councilwoman Beck  
\_\_Councilman Jerry Fluty \_\_Councilman Jacob Fluty

#### **PRESENT**

Mayor Chuck Davis  
Councilman Mike Cooley  
Councilwoman Kathy Beck  
Councilman Jacob Fluty  
Councilman Jerry Fluty

#### **APPROVAL OF THE AGENDA**

Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.

#### **APPROVAL OF THE MINUTES**

Motion made by Councilman Jerry Fluty, Seconded by Councilman Jacob Fluty. Motion carried.

- 3) Approval of the regular minutes of March 7, 2023
- 4) Approval of the special meeting minutes of March 10, 2023

#### **APPROVAL OF THE BILLS**

Motion made by Councilman Cooley, Seconded by Councilman Jerry Fluty. Motion carried.

- 5) Deposits - \$376,232.94
- 6) Accounts Payable - \$118,964.82
- 7) Payroll - \$36,528.56
- 8) Transmittals - \$ 77,516.53

## **CORRESPONDENCE**

- 9) Chip in for Cancer  
Sunday, May 21, 2023 10am at Old Baldy Club
- 10) Carbon County Courthouse Grand Re-opening  
Friday, May 12, 2023 11am-1pm  
415 W Pine St., Rawlins, WY
- 11) Letter from Bob Thrasher  
Clerk Marie Christen summarized a letter from Bob Thrasher.

## **ITEMS FROM THE PUBLIC**

- 12) Broadband Updates  
Brian Woody, the Chief Customer Liason Officer from Union spoke on being more diligent on updating the Town of Saratoga. Union is not done with infrastructure in Saratoga, but they don't know when they will start back up because they are low on funding. Brian stated that they hope they will receive funding for the next fiscal year and will give updates every quarter.

## **COUNCIL COMMENTS**

Councilman Jerry Fluty stated that John Lasco wants to get 2 more pallets to fix potholes until they can get hot pavement in 2 months. The cost is approximately \$1400. Motion made by Councilman Cooley, Seconded by Councilman Jerry Fluty. Motion carried.

Mayor Davis thanked the staff of the Town and said the ladies in Town Hall are getting things put together and thanked the men that plowed snow this winter.

## **REPORTS FROM DEPARTMENTS**

### **Town Hall**

- 13) Appointment to Specific Purpose Tax JPB  
Mayor Davis appointed Councilman Mike Cooley to the Specific Purpose Tax Joint Powers Board and the alternate would be Mayor Davis. Motion made by Councilman Jerry Fluty, Seconded by Councilman Jacob Fluty. Motion carried.
- 14) Work Order 22-02 - \$4,000



Motion made by Councilman Cooley to approve T.O. Engineers Work Order 22-02, Seconded by Councilman Fluty. Motion carried.

### **Police Department**

Saratoga received 138 calls, out of those calls, produced 12 citations, 15 warnings. Trainings coming up with Tac-One. Mayor Davis said the public asked why the PD does not publish the report anymore. Josh Wood with the Saratoga Sun stated that he spoke to Chief Morris and they are discussing what items they would like to publish that the public should know.

- 15) Resolution 2023-09  
Sergeant Tyler Christen read the resolution 2023-09. This is for a grant that is 100% reimbursable for Saratoga dispatch and the fire department. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.

### **Fire Department**

No new updates.

### **Recreation Department**

The youth basketball season ends on April 13. The color run is set for April 15. Interested runners can apply online or at the chamber. The recreation department is advertising for a pool manager and lifeguards.

### **Department of Public Works**

- 16) Advertise for Department of Public Works Position  
Mayor Davis stated that he wanted to talk to the council on advertising for public works director and whether they combine the positions. Mayor Davis would like to advertise and see what candidates come in. Motion made by Councilman Cooley to advertise, Seconded by Councilman Jerry Fluty. Motion carried.
- 17) Advertise for Summer Help  
Mayor Davis would like to advertise for weed whippers. He stated the positions will start at \$15/hour for weed whippers. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.
- 18) RFP for Park Maintenance  
Mayor Davis stated that this is a request for proposals for those that will take care of the parks. Motion made by Councilman Cooley, Seconded by Councilman Jacob Fluty. Motion carried.
- 19) 2023 WY Emergency Insect Managment Grant - \$60,000  
Mayor Davis stated that he would like to do 3 aerial sprayings and fog 112 days. This grant would help pay for the mosquito spraying. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.

## 20) Resolution 2023-10

Clerk Marie Christen read Resolution 2023-10. Motion made by Councilman Jerry Fluty,  
Seconded by Councilman Cooley. Motion carried.

## REPORTS FROM BOARDS AND COMMISSIONS

### Community Center Joint Powers Board

Next meeting is April 10, 2023 at 4:30 PM at the PVCC

No new updates.

## 21) PVCC Invoice - \$30,000

Motion made by Councilman Cooley, Seconded by Councilwoman Beck. Motion carried.

### Water and Sewer Joint Power Board

Next meeting is April 12, 2023 at 6:00 PM at the PVCC

Councilman Jacob Fluty stated that the Joint Powers Board spoke about bylaws and searching for a new attorney. There will be a workshop on April 3 at 5:30pm regarding water & sewer ordinances. The board discussed the new subdivision by the Saratoga Inn and wanted to talk to Chuck McVey over it and connecting water lines.

### Planning Commission

Next meeting is April 11, 2023 at 5:30 PM at the Town Hall Council Chambers

Joe Schwartz stated that at the last meeting they spoke about the Saratoga Inn subdivision, affordable housing, short term rentals and other issues that came up. The RFP on the walking path had 5 submissions. At the next council meeting, there will be a recommendation for the walking path. Four of the submissions were from Wyoming and 1 is from Colorado.

### Recreation Commission

Next meeting is April 3, 2023 at 6:00 PM at the Town Hall Council Chambers

There are 2 positions open on the commission and they need volunteers for the color run on April 15.

### Saratoga Airport Advisory Board

Next meeting is April 10, 2023 at 3:30 PM at the Town Hall Council Chambers

There was no quorum at the last meeting.

## 22) Transfer Agreement for \$101,756.00

Motion made by Councilman Jerry Fluty to give Lusk airport their entitlement money Saratoga borrowed, Seconded by Councilman Jacob Fluty. Motion carried.

## 23) Loader Cutting Edge - \$2,773.52

Motion made by Councilman Cooley, Seconded by Councilman Fluty. Motion carried.

### South Central Wyoming Emergency Medical Services Board

Next meeting is April 17, 2023 at 6:00 PM at Saratoga Ambulance Barn

## 24) RFR - Ambulance Barn \$24,223.28

Motion made by Councilman Jerry Fluty to reimburse SCWEMS, Seconded by Councilman Cooley. Motion carried.

Motion made by Councilman Jerry Fluty to transfer \$24,223.28 from Wyostar to general funds, Seconded by Councilman Cooley. Motion carried.

### **NEW BUSINESS**

No new business.

### **FURTHER BUSINESS**

No further business.

### **ADJOURNMENT**

Motion made by Councilman Jerry Fluty to adjourn at 6:59pm, Seconded by Councilman Cooley. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON  
TUESDAY, APRIL 4, 2023 AT 6:00 PM.**

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Mayor Chuck Davis

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Marie Christen, Town Clerk

Payment Approval Report Compared to Cash Requirements Report

Report Date	Payment Approval Report Total	Cash Requirements Report Total	Difference	Payee	Check Amount	Check Issue Date	Description
3/31/2023	\$ 72,579.92	\$ 48,040.64	\$ 24,539.28	South Central Wyoming EMS	\$ 24,539.28	3/20/23	Reimb Ambulance barn addition & missing item on invoice
					\$ -		
					\$ -		
					\$ 24,539.28		

TOWN OF SARATOGA

Cash Requirements Report - Treasurer

Page: 1

Due date(s): All-All

Mar 31, 2023 02:29PM

Check Issue Date: 03/31/2023

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
04/07/2023		7579	A T & T MOBILITY	2873094755	283.92	.00	.00	283.92			
04/01/2023		1207	AMERICAN EXPRESS LO	LOAD#00410	854.06	.00	.00	854.06			
04/01/2023		1207	AMERICAN EXPRESS LO	LOAD#00410	1,464.04	.00	.00	1,464.04			
04/01/2023		1207	AMERICAN EXPRESS LO	LOAD#00410	223.31	.00	.00	223.31			
04/10/2023		7591	Black Hills Energy 0330-32	6106033032	546.55	.00	.00	546.55			
04/10/2023		7590	Black Hills Energy 7231-14	7953723114	198.81	.00	.00	198.81			
04/10/2023		7589	Black Hills Energy 7275-62	6113727562	413.78	.00	.00	413.78			
04/10/2023		3400	Black Hills Energy 8916-95	4893891695	154.18	.00	.00	154.18			
04/10/2023		7592	Black Hills Energy 9457-17	6102945717	319.20	.00	.00	319.20			
04/21/2023		6800	BUSH-WELLS SPORTING	BBT010811	680.19	.00	.00	680.19			
04/15/2023		7346	Capital Business Systems I	33688362	1,021.32	.00	.00	1,021.32			
04/23/2023		7400	Capital Business Systems I	1262170	1.96	.00	.00	1.96			
04/08/2023		7221	CenturyLINK	307-432-133	347.56	.00	.00	347.56			
02/24/2023		2985	HEROLD IRON WORKS	34407	60.42	.00	.00	60.42			
03/15/2023		3095	HONNEN EQUIPMENT C	1461181	2,280.67	.00	.00	2,280.67			
04/07/2023		4330	PLATTE VALLEY COMMU	1462	30,000.00	.00	.00	30,000.00			
03/18/2023		7522	R. P. Lumber Inc	827301	219.99	.00	.00	219.99			
04/08/2023		7522	R. P. Lumber Inc	890500	70.00	.00	.00	70.00			
04/20/2023		7427	Rocky Mountain Air Solutio	30430991	293.28	.00	.00	293.28			
03/15/2023		4960	Saratoga Carbon County J	3/15/2023	360.00	.00	.00	360.00			
03/20/2023		7551	SUNDAHL POWERS KAP	14797	3,148.00	.00	.00	3,148.00			
03/09/2023		5630	UNION TELEPHONE CO	23WMS0178	1,314.58	.00	.00	1,314.58			
04/26/2023		5630	UNION TELEPHONE CO	70122064 02	599.68	.00	.00	599.68			
05/06/2023		5630	UNION TELEPHONE CO	70001447 03	422.27	.00	.00	422.27			
05/13/2023		5630	UNION TELEPHONE CO	70091365 03	49.14	.00	.00	49.14			
05/13/2023		5630	UNION TELEPHONE CO	70091372 03	100.33	.00	.00	100.33			
05/13/2023		5630	UNION TELEPHONE CO	70091381 03	105.88	.00	.00	105.88			
05/13/2023		5630	UNION TELEPHONE CO	70091416 03	106.80	.00	.00	106.80			
05/13/2023		5630	UNION TELEPHONE CO	70091422 03	291.61	.00	.00	291.61			
05/13/2023		5630	UNION TELEPHONE CO	70092204 03	77.49	.00	.00	77.49			
04/24/2023		7528	Upper Platte River Solid W	36950	1,154.00	.00	.00	1,154.00			
03/15/2023		6085	WYO ASSOC OF RURAL	18393	395.00	.00	.00	395.00			
04/22/2023		6705	WYOMING MACHINERY	PO7554642	482.62	.00	.00	482.62			
Grand Totals:				33	48,040.64	.00	.00	48,040.64			

## Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
02/24/2023	60.42	.00	.00	60.42	60.42
03/09/2023	1,314.58	.00	.00	1,314.58	1,375.00
03/15/2023	3,035.67	.00	.00	3,035.67	4,410.67
03/18/2023	219.99	.00	.00	219.99	4,630.66
03/20/2023	3,148.00	.00	.00	3,148.00	7,778.66
04/01/2023	2,541.41	.00	.00	2,541.41	10,320.07
04/07/2023	30,283.92	.00	.00	30,283.92	40,603.99
04/08/2023	417.56	.00	.00	417.56	41,021.55
04/10/2023	1,632.52	.00	.00	1,632.52	42,654.07
04/15/2023	1,021.32	.00	.00	1,021.32	43,675.39
04/20/2023	293.28	.00	.00	293.28	43,968.67
04/21/2023	680.19	.00	.00	680.19	44,648.86
04/22/2023	482.62	.00	.00	482.62	45,131.48

TOWN OF SARATOGA

## Cash Requirements Report - Treasurer

Page: 2

Due date(s): All-All

Mar 31, 2023 02:29PM

Check Issue Date: 03/31/2023

## Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
04/23/2023	1.96	.00	.00	1.96	45,133.44
04/24/2023	1,154.00	.00	.00	1,154.00	46,287.44
04/26/2023	599.68	.00	.00	599.68	46,887.12
05/06/2023	422.27	.00	.00	422.27	47,309.39
05/13/2023	731.25	.00	.00	731.25	48,040.64

## Grand Totals:

48,040.64	.00	.00	48,040.64
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Report Criteria:  
Detail report.  
Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
A T & T MOBILITY									
7579	A T & T MOBILITY	287309475560	Police cell 2/13-3/12/23	03/12/2023	283.92	283.92	03/31/2023	10-421-280	323
Total A T & T MOBILITY:					283.92	283.92			
AMERICAN EXPRESS LOAD # 004105									
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon Festival party poppers	03/31/2023	128.96	128.96	03/31/2023	10-445-495	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon metal garage storge cabinets	03/31/2023	219.99	219.99	03/31/2023	10-445-740	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon Pool/spa whisper flow union kit	03/31/2023	374.97	374.97	03/31/2023	10-441-250	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon Half union repl pool/spa filter &	03/31/2023	70.18	70.18	03/31/2023	10-441-250	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon motion sensor LED ceiling light	03/31/2023	59.96	59.96	03/31/2023	10-445-241	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon bathroom tissue	03/31/2023	49.98	49.98	03/31/2023	10-442-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon legal size file folders	03/31/2023	27.99	27.99	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon mailing envelopes	03/31/2023	9.39	9.39	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon large mason jar	03/31/2023	29.99	29.99	03/31/2023	51-531-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon multi wattage compact heater f	03/31/2023	634.35	634.35	03/31/2023	51-531-262	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon 3 ring binders	03/31/2023	39.87	39.87	03/31/2023	10-412-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon nitrile exam gloves	03/31/2023	9.99	9.99	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon Paper towel case	03/31/2023	58.90	58.90	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Zoom for zoom calls	03/31/2023	64.99	64.99	03/31/2023	10-411-245	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon membership	03/31/2023	14.99	14.99	03/31/2023	10-411-245	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon tablet mount, tablet, keyboard	03/31/2023	162.00	162.00	03/31/2023	10-421-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon 3 pocket file folder, tablet, tabl	03/31/2023	350.61	350.61	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon samsung tab screen protector	03/31/2023	10.99	10.99	03/31/2023	10-411-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon cleaning supplies: lysol spray,g	03/31/2023	135.45	135.45	03/31/2023	10-421-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Amazon Lysol wipes, glade air freshene	03/31/2023	44.98	44.98	03/31/2023	10-421-240	323
1207	AMERICAN EXPRESS LOAD # 00410	LOAD#004105	Shell fuel for training travel	03/31/2023	42.88	42.88	03/31/2023	10-421-235	323
Total AMERICAN EXPRESS LOAD # 004105:					2,541.41	2,541.41			
Black Hills Energy 0330-32									
7591	Black Hills Energy 0330-32	6106033032 02	Utilities 02/16-03/17/23	03/21/2023	546.55	546.55	03/31/2023	10-431-270	323
Total Black Hills Energy 0330-32:					546.55	546.55			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
<b>Black Hills Energy 7231-14</b>									
7590	Black Hills Energy 7231-14	7953723114 02	Utilities 02/16-03/17/23	03/21/2023	99.41	99.41	03/31/2023	10-411-270	323
7590	Black Hills Energy 7231-14	7953723114 02	Utilities 02/16-03/17/23	03/21/2023	99.40	99.40	03/31/2023	10-421-270	323
Total Black Hills Energy 7231-14:					198.81	198.81			
<b>Black Hills Energy 7275-62</b>									
7589	Black Hills Energy 7275-62	6113727562 02	Utilities 02/16-03/17/23	03/21/2023	413.78	413.78	03/31/2023	10-422-270	323
Total Black Hills Energy 7275-62:					413.78	413.78			
<b>Black Hills Energy 8916-95</b>									
3400	Black Hills Energy 8916-95	4893891695 02	Utilities - 02/16-03/17/23	03/21/2023	154.18	154.18	03/31/2023	10-422-270	323
Total Black Hills Energy 8916-95:					154.18	154.18			
<b>Black Hills Energy 9457-17</b>									
7592	Black Hills Energy 9457-17	6102945717 02	Utilities 02/16-03/17/23	03/21/2023	159.60	159.60	03/31/2023	52-532-270	323
7592	Black Hills Energy 9457-17	6102945717 02	Utilities 02/16-03/17/23	03/21/2023	159.60	159.60	03/31/2023	51-531-270	323
Total Black Hills Energy 9457-17:					319.20	319.20			
<b>BUSH-WELLS SPORTING GOODS</b>									
6800	BUSH-WELLS SPORTING GOODS	BBT010811	Volleyball net, rear goal mounts	03/21/2023	680.19	680.19	03/31/2023	10-445-762	323
Total BUSH-WELLS SPORTING GOODS:					680.19	680.19			
<b>Capital Business Systems Inc. (TX)</b>									
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 02/15-03/14/	03/21/2023	91.86	91.86	03/31/2023	10-411-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	91.86	91.86	03/31/2023	10-412-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	91.86	91.86	03/31/2023	10-431-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	45.93	45.93	03/31/2023	51-531-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	45.93	45.93	03/31/2023	52-532-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	562.02	562.02	03/31/2023	10-421-240	323
7346	Capital Business Systems Inc. (TX)	33688362	Cannon copier agreement 2/15-3/14/23	03/21/2023	91.86	91.86	03/31/2023	10-413-240	323
Total Capital Business Systems Inc. (TX):					1,021.32	1,021.32			
<b>Capital Business Systems Inc. (WY)</b>									
7400	Capital Business Systems Inc. (WY)	1262170	PD copier - overage for period 2/16-3/1	03/24/2023	1.96	1.96	03/31/2023	10-421-240	323



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Capital Business Systems Inc. (WY):					1.96	1.96			
<b>CenturyLINK</b>									
7221	CenturyLINK	307-432-1330	data lines PD 03/16-04/15/23	03/16/2023	347.56	347.56	03/31/2023	10-421-280	323
Total CenturyLINK:					347.56	347.56			
<b>HEROLD IRON WORKS</b>									
2985	HEROLD IRON WORKS	34407	3/16x5 alum - repairs to hotsprings	02/24/2023	60.42	60.42	03/31/2023	10-442-262	323
Total HEROLD IRON WORKS:					60.42	60.42			
<b>HONNEN EQUIPMENT CO.</b>									
3095	HONNEN EQUIPMENT CO.	1461181	Service work on Airport loader - John D	03/15/2023	2,280.67	2,280.67	03/31/2023	42-533-250	323
Total HONNEN EQUIPMENT CO.:					2,280.67	2,280.67			
<b>PLATTE VALLEY COMMUNITY CENTER</b>									
4330	PLATTE VALLEY COMMUNITY CENT	1462	PVCC/Town of Saratoga Agree. - \$1500	03/01/2023	30,000.00	30,000.00	03/31/2023	10-410-539	323
Total PLATTE VALLEY COMMUNITY CENTER:					30,000.00	30,000.00			
<b>R. P. Lumber Inc</b>									
7522	R. P. Lumber Inc	827301	Makita battery replacement 2/pk	03/08/2023	219.99	219.99	03/31/2023	51-531-242	323
7522	R. P. Lumber Inc	890500	4x4x10 posts for signs	03/29/2023	70.00	70.00	03/31/2023	10-431-260	323
Total R. P. Lumber Inc:					289.99	289.99			
<b>Rocky Mountain Air Solutions</b>									
7427	Rocky Mountain Air Solutions	30430991	Bottle Rental 2/21-3/20/23	03/20/2023	97.76	97.76	03/31/2023	52-532-241	323
7427	Rocky Mountain Air Solutions	30430991	Bottle Rental 2/21-3/20/23	03/20/2023	97.76	97.76	03/31/2023	51-531-240	323
7427	Rocky Mountain Air Solutions	30430991	Bottle Rental 2/21-3/20/23	03/20/2023	97.76	97.76	03/31/2023	51-531-241	323
Total Rocky Mountain Air Solutions:					293.28	293.28			
<b>Saratoga Carbon County JPB</b>									
4960	Saratoga Carbon County JPB	3/15/2023	Lisa Burton Admin fees for meeting pre	03/15/2023	87.50	87.50	03/31/2023	51-531-821	323
4960	Saratoga Carbon County JPB	3/15/2023	Lisa Burton Admin fees for meeting pre	03/15/2023	87.50	87.50	03/31/2023	52-532-821	323
4960	Saratoga Carbon County JPB	3/15/2023	Lisa Burton Admin fees for meeting pre	03/15/2023	92.50	92.50	03/31/2023	51-531-821	323

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
4960	Saratoga Carbon County JPB	3/15/2023	Lisa Burton Admin fees for meeting pre	03/15/2023	92.50	92.50	03/31/2023	52-532-821	323
Total Saratoga Carbon County JPB:					360.00	360.00			
SOUTH CENTRAL WYOMING EMS									
6985	SOUTH CENTRAL WYOMING EMS	011223REIMB	Reimb. Ambulance Barn Addition- Spec	01/12/2023	24,223.28	24,223.28	03/20/2023	50-450-310	123
6985	SOUTH CENTRAL WYOMING EMS	020422-2REIM	Missed item on orig. invoice - WLC inv.	02/02/2022	316.00	316.00	03/20/2023	50-450-310	222
Total SOUTH CENTRAL WYOMING EMS:					24,539.28	24,539.28			
SUNDAHL POWERS KAPP & MARTIN LLC									
7551	SUNDAHL POWERS KAPP & MARTIN	14797	Legal Services 2/1/23-2/28/23	03/20/2023	1,671.00	1,671.00	03/31/2023	10-411-310	323
7551	SUNDAHL POWERS KAPP & MARTIN	14797	Legal Services 2/1/23-2/28/23	03/20/2023	685.00	685.00	03/31/2023	10-413-310	323
7551	SUNDAHL POWERS KAPP & MARTIN	14797	Legal Services 2/1/23-2/28/23	03/20/2023	176.00	176.00	03/31/2023	10-421-310	323
7551	SUNDAHL POWERS KAPP & MARTIN	14797	Legal Services 2/1/23-2/28/23	03/20/2023	616.00	616.00	03/31/2023	10-445-310	323
Total SUNDAHL POWERS KAPP & MARTIN LLC:					3,148.00	3,148.00			
UNION TELEPHONE CO									
5630	UNION TELEPHONE CO	23WMS017802	Damaged PED - Street empl. while clea	03/09/2023	1,314.58	1,314.58	03/31/2023	10-431-260	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	71.79	71.79	03/31/2023	10-411-280	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	54.88	54.88	03/31/2023	10-412-280	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	114.01	114.01	03/31/2023	10-431-280	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	71.79	71.79	03/31/2023	10-445-280	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	54.90	54.90	03/31/2023	51-531-280	323
5630	UNION TELEPHONE CO	70001447 0317	Phone 0317-041623	03/17/2023	54.90	54.90	03/31/2023	52-532-280	323
5630	UNION TELEPHONE CO	70091365 0324	Phone 0324-0423	03/24/2023	49.14	49.14	03/31/2023	10-422-280	323
5630	UNION TELEPHONE CO	70091372 0324	Phone 0324-0423	03/24/2023	100.33	100.33	03/31/2023	42-533-280	323
5630	UNION TELEPHONE CO	70091381 0324	Phone 0324-0423	03/24/2023	18.00	18.00	03/31/2023	10-431-280	323
5630	UNION TELEPHONE CO	70091381 0324	Phone 0324-0423	03/24/2023	18.00	18.00	03/31/2023	10-443-280	323
5630	UNION TELEPHONE CO	70091381 0324	Phone 0324-0423	03/24/2023	34.94	34.94	03/31/2023	51-531-280	323
5630	UNION TELEPHONE CO	70091381 0324	Phone 0324-0423	03/24/2023	34.94	34.94	03/31/2023	52-532-280	323
5630	UNION TELEPHONE CO	70091416 0324	Phone 0324-0423	03/24/2023	85.44	85.44	03/31/2023	10-411-280	323
5630	UNION TELEPHONE CO	70091416 0324	Phone 0324-0423	03/24/2023	21.36	21.36	03/31/2023	10-413-280	323
5630	UNION TELEPHONE CO	70091422 0324	Phone 0324-0423	03/24/2023	291.61	291.61	03/31/2023	10-421-280	323
5630	UNION TELEPHONE CO	70092204 0324	Phone 0324-0423	03/24/2023	77.49	77.49	03/31/2023	10-445-280	323
5630	UNION TELEPHONE CO	70122064 0217	Phone 2/17-03/16/23	03/17/2023	599.68	599.68	03/31/2023	25-421-320	323
Total UNION TELEPHONE CO:					3,067.78	3,067.78			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Upper Platte River Solid Waste DispDist									
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - Lake	03/25/2023	142.00	142.00	03/31/2023	10-443-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - Kathy Glode park	03/25/2023	38.00	38.00	03/31/2023	10-444-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - Veterans Island	03/25/2023	245.00	245.00	03/31/2023	10-444-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - hot pool	03/25/2023	408.00	408.00	03/31/2023	10-442-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - town hall	03/25/2023	19.00	19.00	03/31/2023	10-411-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - police	03/25/2023	19.00	19.00	03/31/2023	10-421-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - water	03/25/2023	122.50	122.50	03/31/2023	51-531-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - sewer	03/25/2023	38.00	38.00	03/31/2023	52-532-262	323
7528	Upper Platte River Solid Waste DispDis	36950	Waste Disposal - streets	03/25/2023	122.50	122.50	03/31/2023	10-431-262	323
Total Upper Platte River Solid Waste DispDist:					1,154.00	1,154.00			
WYO ASSOC OF RURAL WATER SYST									
6085	WYO ASSOC OF RURAL WATER SYS	18393	2023 Annual Conf. for Brandon Mistelsk	03/15/2023	197.50	197.50	03/31/2023	51-531-235	323
6085	WYO ASSOC OF RURAL WATER SYS	18393	2023 Annual Conf. for Brandon Mistelsk	03/15/2023	197.50	197.50	03/31/2023	52-532-235	323
Total WYO ASSOC OF RURAL WATER SYST:					395.00	395.00			
WYOMING MACHINERY COMPANY									
6705	WYOMING MACHINERY COMPANY	PO7554642	Parts for 430E Backhoe - Edge-cutting,	03/22/2023	160.88	160.88	03/31/2023	10-431-250	323
6705	WYOMING MACHINERY COMPANY	PO7554642	Parts for 430E Backhoe - Edge-cutting,	03/22/2023	160.87	160.87	03/31/2023	51-531-250	323
6705	WYOMING MACHINERY COMPANY	PO7554642	Parts for 430E Backhoe - Edge-cutting,	03/22/2023	160.87	160.87	03/31/2023	52-532-250	323
Total WYOMING MACHINERY COMPANY:					482.62	482.62			
Grand Totals:					72,579.92	72,579.92			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:  
Detail report.  
Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

TOWN OF SARATOGA

Check Register - NAMELESS

Page: 1

Pay Period Dates: 02/27/2023 - 03/12/2023

Apr 03, 2023 8:05PM

## Report Criteria:

Includes the following check types:

Manual, Payroll

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
03/12/2023	PC	03/16/2023	48252	195		10-212100	277.05
03/12/2023	PC	03/16/2023	50770	231		10-212200	639.40
03/12/2023	PC	03/16/2023	50877	203		01-112000	130.87
03/12/2023	PC	03/16/2023	51558	223		01-112000	125.41-
03/12/2023	PC	03/16/2023	51559	57		10-212200	1,404.13-
03/12/2023	PC	03/16/2023	51560	246		10-212100	369.40-
03/12/2023	PC	03/16/2023	51561	19		01-112000	2,426.26-
03/12/2023	PC	03/16/2023	51562	135		10-413-110	690.47-
03/12/2023	PC	03/16/2023	51563	134		52-532-110	1,490.63-
03/12/2023	PC	03/16/2023	51564	39		10-431-110	1,197.98-
03/12/2023	PC	03/16/2023	3162023	46		10-212300	1,379.92-
03/12/2023	PC	03/16/2023	3162023	48		01-112000	212.29-
03/12/2023	PC	03/16/2023	3162023	49		10-421-110	2,587.03-
03/12/2023	PC	03/16/2023	3162023	61		10-212100	2,463.70-
03/12/2023	PC	03/16/2023	3162023	78		10-411-110	1,112.30-
03/12/2023	PC	03/16/2023	3162023	111		10-212100	1,350.27-
03/12/2023	PC	03/16/2023	3162023	112		10-212300	1,289.41-
03/12/2023	PC	03/16/2023	3162023	40		10-212200	1,748.78-
03/12/2023	PC	03/16/2023	3162023	88		10-212100	1,228.07-
03/12/2023	PC	03/16/2023	3162024	74		10-212500	1,172.67-
03/12/2023	PC	03/16/2023	3162024	201		10-212100	42.35-
03/12/2023	PC	03/16/2023	3162024	202		10-212500	1,400.42-
03/12/2023	PC	03/16/2023	3162024	216		10-212100	287.70-
03/12/2023	PC	03/16/2023	3162024	217		01-112000	287.70-
03/12/2023	PC	03/16/2023	3162024	219		10-212200	1,730.98-
03/12/2023	PC	03/16/2023	3162024	220		10-212100	2,190.92-
03/12/2023	PC	03/16/2023	3162024	221		10-212100	1,334.75-
03/12/2023	PC	03/16/2023	3162024	226		10-212500	1,025.27-
03/12/2023	PC	03/16/2023	3162024	227		10-212100	75.81-
03/12/2023	PC	03/16/2023	3162025	235		10-212100	1,227.70-
03/12/2023	PC	03/16/2023	3162025	242		52-532-110	979.39-
03/12/2023	PC	03/16/2023	3162025	243		10-411-110	816.33-
03/12/2023	PC	03/16/2023	3162025	229		10-212100	64.18-
03/12/2023	PC	03/16/2023	3162025	238		01-112000	55.41-
03/12/2023	PC	03/16/2023	3162025	245		10-212100	1,882.94-
03/12/2023	PC	03/16/2023	3162025	233		01-112000	25.39-
03/12/2023	PC	03/16/2023	3162025	247		01-112000	852.60-
Grand Totals:							35,481.24-
							37

## Report Criteria:

Paid transmittals included

Begin Date: ALL

End Date: ALL

Transmittal Transaction.Check number = 040320231,051566

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount	GL Updated	Check Date
<b>51566</b>									
3	GREAT-WEST TRUST CO	51566	03/12/2023	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 3/12/2023	10-212500	145.00	Yes	03/16/2023
3	GREAT-WEST TRUST CO	51566	03/12/2023	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 3/12/2023	10-212500	80.00	Yes	03/16/2023
Total 51566:							225.00		
<b>40320231</b>									
1	EFTPS -TAXES	40320231	03/12/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/12/20	10-212100	2,848.21	No	04/03/2023
1	EFTPS -TAXES	40320231	03/12/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/12/20	10-212100	2,848.21	No	04/03/2023
1	EFTPS -TAXES	40320231	03/12/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/12/2023	10-212100	666.11	No	04/03/2023
1	EFTPS -TAXES	40320231	03/12/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/12/2023	10-212100	666.11	No	04/03/2023
1	EFTPS -TAXES	40320231	03/12/2023	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period	10-212200	3,906.47	No	04/03/2023
Total 40320231:							10,935.11		
Grand Totals:							11,160.11		

## **RESOLUTION NO. 2023 – 11**

### **A RESOLUTION BY THE CITY OR TOWN OF SARATOGA ISSUING A FLOOD DECLARATION**

**WHEREAS**, the Town of Saratoga has imminent concerns of severe flooding which has occurred, or is imminently threatened to occur, due to high water levels, flow measures, continued precipitation, warming temperatures, aggressive runoff and/or extensive snowmelt from a winter with a higher than average level of precipitation, with threats of severe flooding beginning on or after April 4, 2023 and continuing; and,

**WHEREAS**, the current or expected flooding conditions have caused or are likely to cause damage to private and public property, disruption of utility service(s), and endangerment to the health and safety of the residents of the Town of Saratoga who reside, work or travel within the disaster area; and,

**WHEREAS**, all locally available public and private resources available to mitigate and alleviate the effects of this disaster will be or have been insufficient to meet the needs of the situation; and,

**WHEREAS**, the Mayor of the Town of Saratoga has had direct communication with the Emergency Manager or Deputy Emergency Manager from the Carbon County Office of Emergency Management, who concurs with the imminent concern for severe flooding in and around the Town of Saratoga, which may cause continued property damage, disruption, and endangerment to the health and safety of citizens.

Therefore, the Mayor of the Town of Saratoga has declared a state of emergency on behalf of the Town of Saratoga due to severe flooding, and will execute for and on behalf of the Town of Saratoga, the expenditure of emergency funds from all available sources, the invoking of mutual aid agreements, and the requesting of assistance from Carbon County.

\_\_\_\_\_  
Mayor, the Town of Saratoga

WITNESS my hand and the seal of my office

This \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Attest: Town of Saratoga Clerk

\_\_\_\_\_  
Carbon County Office of Emergency Management,  
(Emergency Manager or Deputy Emergency Manager)

This \_\_\_\_ day of \_\_\_\_\_, 2023



Valley Village Childcare  
P.O. Box 344  
Saratoga, WY 82331

April 4, 2023

Dear Mayor and Council members,

Exciting things are happening at Valley Village Childcare and Excel Preschool, as we approach the day when we can start the repairs and remodel of the Clinic building. We have an RFP out for the construction, the architect is almost done with the plans, we have raised significant funds and we will announce a \$100,000 Challenge Grant shortly.

We anticipate being able to begin work the first week of May, immediately after the Clinic operation has moved to the hospital. Preparing for this date, we are now submitting the attached Building Permit Application.

At the same time, we are asking for your consideration of a waiver of the Permit fee, specifically because this is for the deferred maintenance of roof replacement and crawl space repair. Our estimated cost of this project is \$93,000. If you would waive the fee, it would reduce the funds needed by almost \$1,000, putting the availability of the new facility ever closer to reality.

Thank you for your time.

Sincerely,

Valley Village Childcare Board  
Ellie Dana – Vice Chair





**REFERRAL FORM**

Carbon County Planning and Development Department  
 215 West Buffalo Street, Suite 317  
 Rawlins, WY 82301  
 Phone: 307-328-2651 Fax: 307-328-2735

Date Sent: 03/31/2023

**Request Returned: 04/14/2023**

Website: [www.carbonwy.com](http://www.carbonwy.com)

Case File Numbers:	Subdivision Name:	Type of Application:
Z.C. Case #2023-03 and MIN SUB Case #2023-02	"Derby Estates First Minor Subdivision"	Zone Change Request from RAM to RRA and a Minor Subdivision Request

Involved Parties:	Email Addresses:	Phone Numbers:
Staff Contact: Sarah Brugger, Planning Director and Kristy R. Rowan, Deputy Zoning Administrator	<a href="mailto:sarahbrugger@carbonwy.com">sarahbrugger@carbonwy.com</a> <a href="mailto:kristyrowan@carbonwy.com">kristyrowan@carbonwy.com</a>	307-328-2651
Applicant and Land Owner: James Bosler P.O. Box 1285 Saratoga, WY 82331		
Summary of Requests: <ul style="list-style-type: none"> <li>Request for a Zone Change from Ranching, Agriculture, and Mining (RAM) to Rural Residential Agriculture (RRA) for Lots 1-3 located in the proposed Derby Estates First Minor Subdivision encompassing approximately 15 acres. RRA-5.00 (Lot 1); RRA-5.00 (Lot 2); RRA-5.00 (Lot 3). The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. <b><u>AND</u></b></li> <li>Minor Subdivision Request to create three (3) lots (Lot 1 = 5 Acres; Lot 2 = 5 Acres; Lot 3 = 5 Acres). The applicant is also applying for a zone change request (see above Z.C. Case #2023-03) to comply with the Carbon County Zoning Resolution of 2015, as amended.</li> </ul>		
Parcel Identification Number: 18833120004400		
General Location of Property: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550 (Buck Creek Road/205 Connector) on the north side.		
Legal Description: A parcel of land located within Lot 2 of Section 31, Township 18 North, Range 83 West, 6 <sup>th</sup> P.M., Carbon County, Wyoming.		

***The Carbon County Planning and Development Department has received a Zone Change Request and a Minor Subdivision Request as referenced above. Your comments are an important part of the evaluation process. In order to review all appropriate agency comments and incorporate them into the Staff Reports, please respond by April 14, 2023. If written comments are received after the deadline, comments will be provided to the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners.***

NOTE: Hearing Dates are tentative, call for confirmation at 307-328-2651.

Carbon County Planning & Zoning Commission Hearing Date: 05/01/2023

Board of County Commissioners Hearing Date: 06/06/2023

<b>Carbon County Agencies &amp; Departments, Towns, Local Conservation Districts</b>	<b>Referral Sent US Mail, Email</b>	<b>Subdivisions 60 days notice local conservation districts</b>
Planning & Zoning Commission	X	
Commissioners c/o County Clerk	X	
Attorney's Office	X	
Road & Bridge Department	X	
Sheriff's Office – County Sheriff	X	
Fire Dept. – County Fire Warden	X	
Assessor	X	
Land Office – <b>Subdivisions Only</b>	X	
<b>Towns</b>		
Saratoga – Town Council	X	
Saratoga – Planning Commission	X	
<b>Local Conservation District</b>		
Saratoga-Encampment-Rawlins Conservation District		X

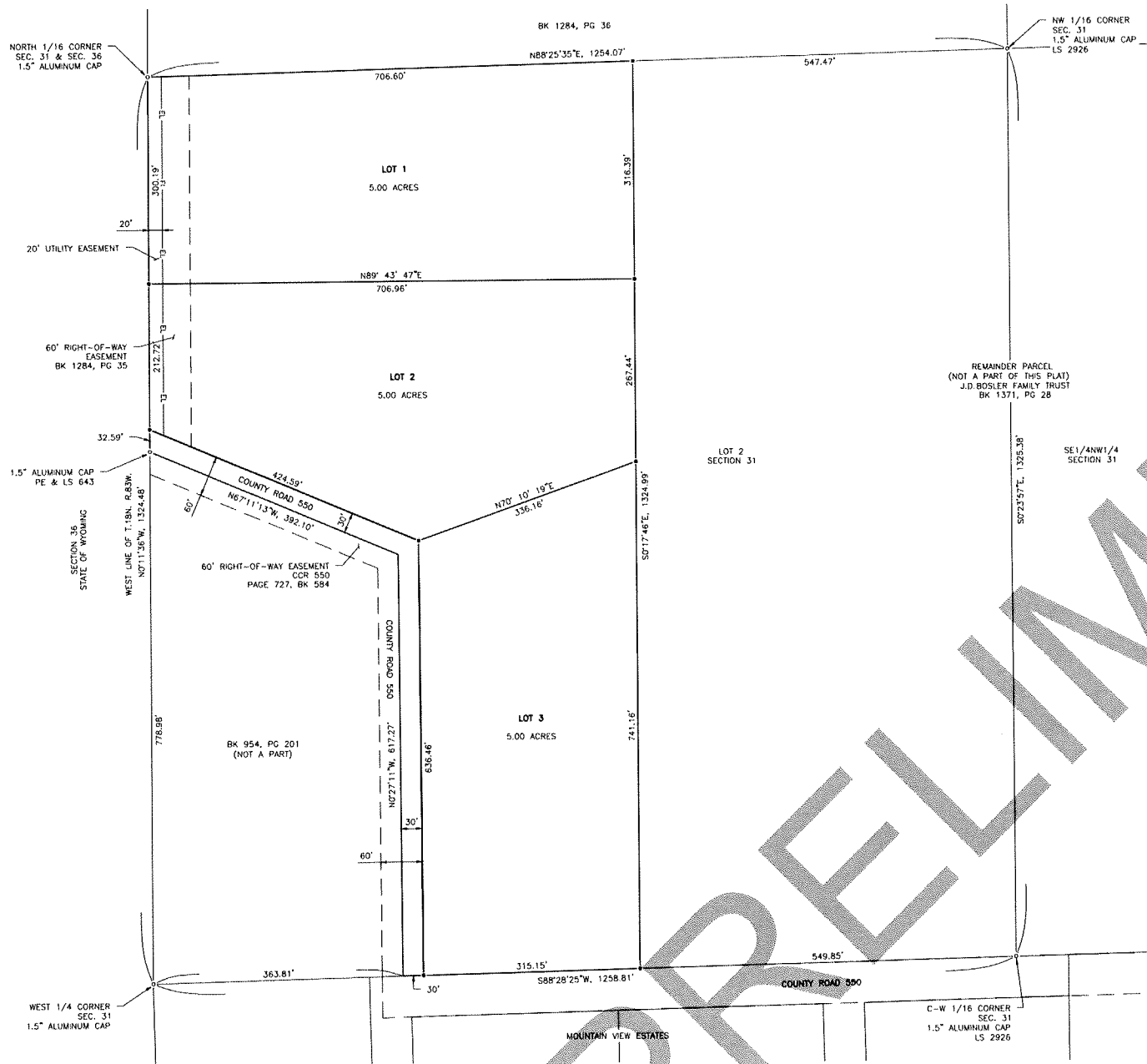
<b>State Agencies, Departments, &amp; Divisions</b>	<b>Referral Sent US Mail or Email</b>
Wyoming Rural Water – Michelle Christopher	X
Wyoming Game & Fish – Will Schultz	X
Wyoming Game & Fish & Habitat Protection Program	X
Wyoming State Engineer's Office	X

<b>Federal Agencies, Outside of Carbon County, Local Utility Companies, &amp; Other</b>	<b>Referral Sent US Mail or Email</b>
Carbon Power & Light	X

DERBY ESTATES FIRST MINOR SUBDIVISION

LOCATED WITHIN

LOT 2 OF SECTION 31, T.18N., R.83W. OF THE 6TH P.M., CARBON COUNTY, WYOMING

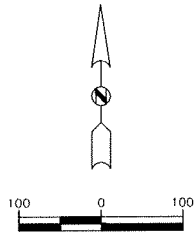


LEGEND

- FOUND MONUMENT AS NOTED
- 2" ALUMINUM CAP ON 5/8"x24" REBAR - TO BE SET
- MINOR SUBDIVISION LOT BOUNDARY
- EXISTING LOT BOUNDARY
- - - EXISTING EASEMENT LINE
- - - EL - PROPOSED EASEMENT LINE

BASIS OF BEARINGS

BEARINGS ARE BASED ON THE GEODETIC MERIDIAN THROUGH THE WEST 1/4 OF SECTION 31



PURPOSE STATEMENT:

THE PURPOSE OF THIS MINOR SUBDIVISION IS TO SUBDIVIDE A 7.2 ACRE PORTION OF LAND IN LOT 2 OF SECTION 31 T.18N R.83W, TO CREATE THREE NEW LOTS APPROXIMATELY 5 ACRES IN SIZE.

NOTES:

1. THE AREA OF LOTS IN THIS MINOR SUBDIVISION ARE AS FOLLOWS:  
LOT 1 = 5.00 ACRES  
LOT 2 = 5.00 ACRES  
LOT 3 = 5.00 ACRES
2. 3 LOTS = 15.00 ACRES  
COUNTY ROAD 550 R.O.W. = 0.71 ACRES
3. THE 20' UTILITY EASEMENT SHOWN HEREON IS CREATED BY THIS MINOR SUBDIVISION PLAT FOR THE PURPOSE OF INSTALLING AND MAINTAINING PUBLIC UTILITIES.
4. REMAINING UNPLATTED PORTIONS OF PARCEL 1 AND PARCEL 2 AS DESCRIBED IN WARRANTY DEED, BOOK 1371, PAGE 28, TO BE COMBINED.

CERTIFICATION OF DEDICATION AND OWNERSHIP:

KNOW ALL MEN BY THESE PRESENTS THAT JAMES D. BOSLER, BEING THE OWNER IN FEE SIMPLE OF THOSE LANDS DESCRIBED BY THAT WARRANTY DEED RECORDED IN BOOK 1371 AT PAGE 28 IN THE OFFICE OF THE CARBON COUNTY CLERK, DO HEREBY DEDICATE THE FOLLOWING LANDS TO DERBY ESTATES FIRST MINOR SUBDIVISION, THE BOUNDARY OF WHICH BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A PARCEL OF LAND WITHIN LOT 2 OF SECTION 31, TOWNSHIP 18 NORTH, RANGE 83 WEST, 6TH P.M., CARBON COUNTY, WYOMING, WITHIN THE FOLLOWING METES AND BOUNDS DESCRIPTION:  
BEGINNING AT THE NORTH 1/16 CORNER OF SECTIONS 31 AND 36, ALSO BEING THE NORTH WEST CORNER OF LOT 2 OF SECTION 31;

THENCE ON AND ALONG THE NORTH LINE OF SAID LOT 2, N.88°25'35"E., 706.60 FEET;  
THENCE S.0°17'48"E., 1324.99 FEET TO THE SOUTH LINE OF LOT 2;  
THENCE ON AND ALONG SAID SOUTH LINE, S.88°28'25"W., 345.15 FEET;  
THENCE N.0°27'11"W., 617.27 FEET;  
THENCE N.67°11'13"W., 392.10 FEET TO THE WEST LINE OF LOT 2;  
THENCE ON AND ALONG THE WEST LINE OF LOT 2, N.0°11'36"W., 545.50 FEET TO THE POINT OF BEGINNING;  
SAID DERBY ESTATES FIRST MINOR SUBDIVISION CONTAINING 15.71 ACRES.

HAVE BY THESE PRESENTS LAID OUT, PLATTED, AND SUBDIVIDED THE SAME INTO LOTS AND EASEMENTS AS SHOWN HEREON, WITH THE FREE CONSENT, AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER, AND DESIGNATED THE SAME AS THE DERBY ESTATES FIRST MINOR SUBDIVISION, IN THE COUNTY OF CARBON, STATE OF WYOMING; AND DO HEREBY DEDICATE THE ROAD RIGHT-OF-WAY FOR COUNTY ROAD 550 FOR PUBLIC ROAD AND UTILITY PURPOSES AND THE EASEMENTS SHOWN HEREON FOR PUBLIC UTILITIES.

EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

OWNER (S) \_\_\_\_\_  
JAMES D. BOSLER

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY \_\_\_\_\_

WITNESS MY HAND AND OFFICIAL SEAL.

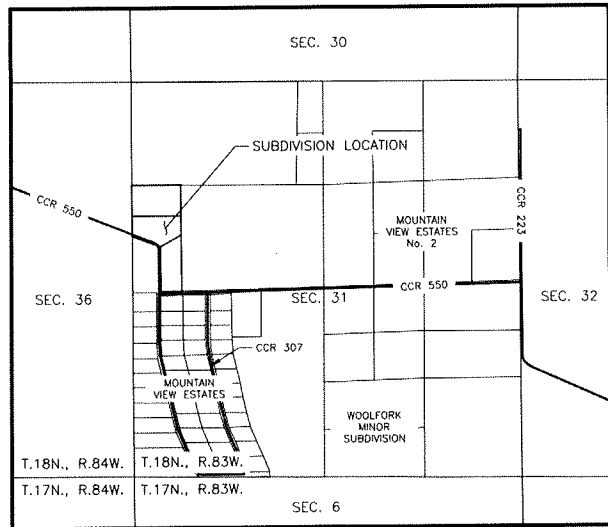
MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC

NOTE:

- NO PUBLIC MAINTENANCE OF STREETS OR ROADS.
- NO PROPOSED CENTRALIZED SEWAGE SYSTEM.
- NO PROPOSED CENTRAL WATER SUPPLY SYSTEM.

Per Wyoming State Statute 18-5-306(d): THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.



VICINITY MAP (NOT TO SCALE)

CARBON COUNTY PLANNING AND ZONING COMMISSION CERTIFICATE:

THIS MINOR SUBDIVISION WAS APPROVED BY THE CARBON COUNTY PLANNING AND ZONING COMMISSION ON THIS DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHAIRMAN

PLANNING DIRECTOR/ZONING OFFICER

BOARD OF CARBON COUNTY COMMISSIONER'S CERTIFICATE:

THIS MINOR SUBDIVISION APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING, FOR FILING WITH THE CLERK AND RECORDER OF CARBON COUNTY AND FOR CONVEYANCE TO THE COUNTY OF THE PUBLIC DEDICATIONS SHOWN HEREON; SUBJECT TO THE PROVISION THAT APPROVAL IN NO WAY OBLIGATES CARBON COUNTY FOR FINANCING OR CONSTRUCTION OF IMPROVEMENTS ON LANDS, STREETS, OR EASEMENTS DEDICATED TO THE PUBLIC EXCEPT AS SPECIFICALLY AGREED TO BY THE BOARD OF COUNTY COMMISSIONERS; AND FURTHER THAT SAID APPROVAL SHALL IN NO WAY OBLIGATE CARBON COUNTY FOR MAINTENANCE OF STREETS WHICH ARE NOT DEDICATED TO THE PUBLIC NOR UNTIL ALL IMPROVEMENTS SHALL HAVE BEEN COMPLETE TO THE SATISFACTION OF THE BOARD OF COUNTY COMMISSIONERS AND ACCEPTED BY PROPER RESOLUTION.

DATED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHAIRMAN

ATTEST:  
CARBON COUNTY CLERK

CLERK AND RECORDER'S CERTIFICATE:

THIS MINOR SUBDIVISION WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., 20\_\_\_\_, AND IS DULY RECORDED AS DOCUMENT NO. \_\_\_\_\_ IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_.

CLERK AND RECORDER

BY \_\_\_\_\_  
DEPUTY

SURVEYOR'S CERTIFICATE:

I, LYLE J. CASCIATO, OF ENGINEERING ASSOCIATES, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS IS A TRUE, CORRECT, AND COMPLETE MINOR SUBDIVISION PLAT OF THE DERBY ESTATES FIRST MINOR SUBDIVISION AS LAID OUT, PLATTED, DEDICATED, AND SHOWN HEREON, THAT SUCH MINOR SUBDIVISION WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY BY OTHERS UNDER MY SUPERVISION AND CORRECTLY SHOWS THE LOCATION AND DIMENSIONS OF THE LOTS, EASEMENTS, AND STREETS OF SAID MINOR SUBDIVISION AS THE SAME ARE STAKED UPON THE GROUND IN COMPLIANCE WITH THE CARBON COUNTY SUBDIVISION REGULATIONS GOVERNING THE SUBDIVISION OF LAND.

IN WITNESS WHEREOF I HAVE SET MY HAND AND SEAL ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.



DRAWN BY: LHW  
JOB NO. 22400.12  
FIELD BOOK NO. 5.5  
DRAWING NO. 22400.12



ENGINEERING ASSOCIATES - SARATOGA, WYOMING  
CONSULTING ENGINEERS & SURVEYORS

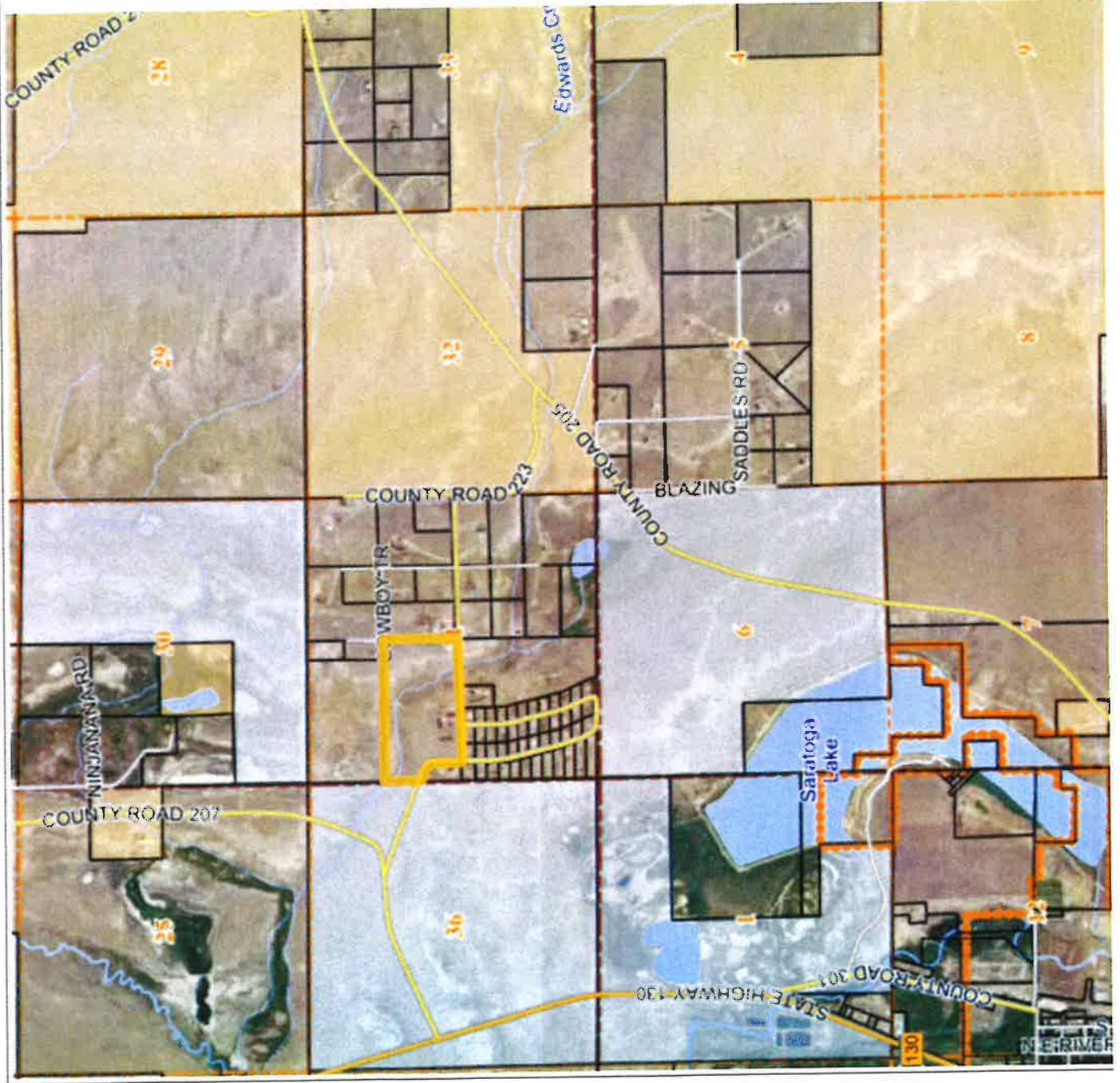






# Carbon County, Wyoming

James "Jim" Bosler  
GEO/PIN #: 18833120004400



- Lot and Parcel Lines
- Township Line
- Municipal Limits
- Rivers and Creeks
- U.S.F.S.
- B.L.M.
- State of Wyoming
- Carbon County
- Railroad
- U.S. Highway
- State Highway
- County Road

2022 Aerial Photography (2ft) e to Carbon  
any kind by Carbon County or Greenwood Mapping, Inc. for complete  
accuracy, currency or correctness of this information, including, but not  
limited to, warranties of title, merchantability, satisfactory quality or fitness  
a particular purpose. This data is not necessarily accurate by survey  
standards, and is not to be used for legal conveyance. Carbon County  
Government assumes no liability for dependence of users on

**CARBON COUNTY****Department of Planning and Zoning**

215 West Buffalo, Suite 317

Rawlins, WY 82301

Tel (307) 328-2651 FAX (307) 328-2735

**C. C. P. Z.****MAR 24 2023****www.carbonwy.com**Current Application Fee **Plus** public notice costs.Fee Paid \$ 200.00 Date 03/24/2023Case File No. **Z.C. CASE #2023-03****DATE RECEIVED**☒ **APPLICATION FOR A ZONE CHANGE OR**☐ **AMENDMENT OF ZONING RESOLUTION – TEXT AMENDMENT**

(To be completed by applicant)

Applicant: James Bosler Date: 03/24/2023Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235Email Address for all notifications: jdbosler@msn.comOwners (if **not** Applicant): James Bosler Date: 03/24/2023Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235Email Address for all notifications: jdbosler@msn.comDescription of Zoning Resolution Amendment: (attach additional sheets if necessary) N/A**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheets if necessary)GEO/Parcel Identification Number(s) (PIN) #: 06-18833120004400Quarter Sections LOT 2 (SW1/4NW1/4) Section 31 Township T18N Range R83WSubdivision Name DERBY ESTATES FIRST MINOR SUBDIVISION Block N/A Lots 1 – 3Site Address or Location: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550  
(Buck Creek Road/205 Connector) on the north sideCurrent Zone District: RAMProposed Zone District: RRA (Lot 1 = RRA-5; Lot 2 = RRA-5; Lot 3 = RRA-5)Lot or Parcel Size: 15+/- acres (total for entire minor subdivision)Please indicate at least one (1) of the following reasons for the zone change and attach an explanation or justification for the request:

- ☒ Is necessary to come into compliance with the Zoning Resolution;
- ☐ The existing zoning of the land was the result of a clerical error;
- ☐ The existing zoning of the land was based on a mistake of fact;
- ☐ The existing zoning of the land failed to take into account the constraints of the affected property due to natural characteristics of the land, including but not limited to, steep slopes, floodplain, unstable soils, and inadequate drainage;
- ☒ The affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of the area; or
- ☐ The proposed rezoning is necessary in order to provide land for a community need that was not anticipated at the time of adoption of the Zoning Resolution.

**The application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application and any delays that result from inaccuracies or an incomplete application.**

**Please attach the following required information:**

1. Application fee (see Current Fee Schedule). In addition, the cost(s) of all notice(s) and recording resolution fee(s) shall be paid by the applicant.
2. Proof of ownership:
  - a. Warranty Deed, Title Policy, or Contract for Deed, and
  - b. Signed authorization letter from the owner if other than applicant.
3. A written legal description of all property that is subject to this application. The legal description must contain the seal of a professional land surveyor, registered in the State of Wyoming. The applicant must provide the legal description in "Word" format for advertising/publication purposes.
4. A Statement demonstrating that the proposed Zone Change Request is generally consistent with the Goals, Strategies and Actions of the Comprehensive Land Use Plan, including the Future Land Use Map. In addition, the staff will provide a summary at the Planning & Zoning Commission meeting.
5. Site Plan and Vicinity Map.
6. Statement of purpose and need.
7. Ingress and egress should be provided to each parcel by a binding and recordable easements of not less than forty (40) feet in width to a public road unless specifically waived by the Board.
8. Provide a completed affidavit (attached) that must accompany the adjacent property owners listing (attached), attesting that the submittal includes true and accurate listing of the adjacent/abutting property owners as reflected in the records of the Carbon County Assessor's Office.
9. Provide copies of the Current Notice of Valuation(s) for the subject property. Notice of Valuation(s) can be obtained from either the County Assessor's Office or from the County's website.
10. Current Tax Certificate(s) – must be signed by the Carbon County Treasurer or authorized deputy.
11. The applicant shall post a sign on the approach to the subject property not less than fourteen (14) days prior to the Planning & Zoning Commission meeting date. The Planning Department will provide the applicant a sign and approve the posting location. The Applicant/Owner should provide digital photos of the posted sign with date and time stamps and submit the photos to the Planning Department.

**OPTIONAL INFORMATION THAT MAY EXPEDITE REVIEW.** This information is typically required for subdivision and building permit applications.

1. Wyoming Dept. of Environmental Quality:  
 Septic/Wastewater Permit(s)-application submitted? Yes ☐ No ☐ Pending ☐  
 Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
2. Wyoming State Engineer's Office:  
 Well water permit(s)-application submitted? Yes ☐ No ☐ Existing ☐  
 Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
3. Survey Map must contain the seal of a professional land surveyor, registered in the State of Wyoming.

**I do hereby certify that the foregoing representation and attachments are true and correct to the best of my knowledge.**

James Bosler  
 PRINTED SIGNATURE-landowner

James D Bosler  
 SIGNATURE-landowner

03/24/2023  
 DATE

James Bosler  
 PRINTED SIGNATURE-applicant

James D Bosler  
 SIGNATURE-applicant

03/24/2023  
 DATE

Date: 12/10/2021

**CARBON COUNTY**  
**Department of Planning and Zoning**  
 215 West Buffalo, Suite 317  
 Rawlins, WY 82301  
 Tel (307) 328-2651 FAX (307) 328-2735

**C. C. P. Z.**

**www.carbonwy.com**

**MAR 24 2023**

Current Application Fee **Plus** public notice costs.

Case File No. **MIN SUB CASE #2023-02**

**DATE RECEIVED**

**APPLICATION FOR A MINOR SUBDIVISION/RECORD OF SURVEY**  
**(Please Print or Type)**

Name of Minor Subdivision Plat/Record of Survey: DERBY ESTATES FIRST MINOR SUBDIVISION

Applicant: James Bosler Date: 03/24/2023

Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235

Email Address for all notifications: jdbosler@msn.com

Owners (if **not** Applicant): James Bosler Date: 03/24/2023

Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235

Email Address for all notifications: jdbosler@msn.com

Name of Developer: N/A Date:

Mailing Address: N/A Phone:

Email Address: N/A

**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheet(s) if necessary)

GEO/Parcel Identification Number(s) (PIN) #: 06-18833120004400

Quarter Sections LOT 2 (SW1/4NW1/4) Section 31 Township T18N Range R83W

Subdivision Name DERBY ESTATES FIRST MINOR SUBDIVISION Block N/A Lots 1 – 3

Site Address or Location: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550  
(Buck Creek Road/205 Connector) on the north side

Lot or Parcel Size: 15+/- acres (total for entire minor subdivision)  
(Lot 1 = RRA-5; Lot 2 = RRA-5; Lot 3 = RRA-5)

Existing Zoning: RAM

Density: 1 principal dwelling unit and accessory structures for each lot

Proposed Zoning: RRA (Lot 1 = RRA-5; Lot 2 = RRA-5; Lot 3 = RRA-5)

**In accordance with Section 1.15 Adequacy of Applications, the application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application.**

If additional information is necessary, please include attachments and use page 5.



**-SIGNATURE PAGE-**

I do hereby certify that the foregoing  
representations and attachments are true and correct to the best of my knowledge.

James Bosler

PRINTED SIGNATURE-landowner

James D Bosler

SIGNATURE-landowner

03/24/2023

DATE

James Bosler

PRINTED SIGNATURE-applicant/acting agent/developer

James D Bosler

SIGNATURE-applicant/acting agent/developer

03/24/2023

DATE

**ATTACHMENTS:**

Affidavit and APO Listing

Tax Certificate

Current Fee Schedule

Date: 03/24/2023

Rezoning Proposal and Minor Subdivision – Derby Estates First Minor Subdivision

Acreage: Approximately 15 acres  
(GEO/PIN #: 18833120004400)

Requests:

- Zone Change Request from RAM to RRA (Lots 1 thru 3):
  - Lot 1 = 5.00 Acres (RRA-5)
  - Lot 2 = 5.00 Acres (RRA-5)
  - Lot 3 = 5.00 Acres (RRA-5)
- Minor Subdivision Request to subdivide the 15-acre parcel into three (3) separate lots

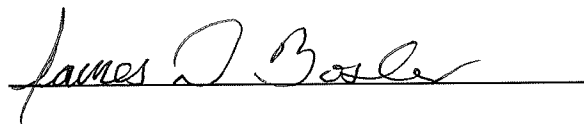
Statement of Purpose and Need:

I purchased this property in April, 2016, and I would like to subdivide the 15-acre parcel into three (3) separate lots. Carbon County Road #550 provides access to Lot 3 and a recorded private easement provides access to Lots 1 and 2.

I would like to have the opportunity to sell these lots to potential buyers who would be able to build homes and accessory structures on these lots. In order to apply for building permits to build, I need to bring the 15-acre parcel into compliance with both the current Carbon County Zoning Resolution of 2015, as amended, and the Carbon County Minor Subdivision Regulations, as amended.

The RRA Zone District is more appropriate and suitable for this area and the affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of this area. I am requesting that the both the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners approve both the zone change and minor subdivision requests.

Sincerely,



James Bosler (Applicant and Land Owner)

**REFERRAL FORM**

Carbon County Planning and Development Department  
 215 West Buffalo Street, Suite 317  
 Rawlins, WY 82301  
 Phone: 307-328-2651 Fax: 307-328-2735

Date Sent: 03/31/2023

**Request Returned: 04/14/2023**

Website: [www.carbonwy.com](http://www.carbonwy.com)

Case File Numbers:	Subdivision Name:	Type of Application:
Z.C. Case #2023-04 and MIN SUB Case #2023-03	"Derby Estates Second Minor Subdivision"	Zone Change Request from RAM to RRA and a Minor Subdivision Request

Involved Parties:	Email Addresses:	Phone Numbers:
Staff Contact: Sarah Brugger, Planning Director and Kristy R. Rowan, Deputy Zoning Administrator	<a href="mailto:sarahbrugger@carbonwy.com">sarahbrugger@carbonwy.com</a> <a href="mailto:kristyrowan@carbonwy.com">kristyrowan@carbonwy.com</a>	307-328-2651
Applicant and Land Owner: James Bosler P.O. Box 1285 Saratoga, WY 82331		
Summary of Requests: <ul style="list-style-type: none"> <li>Request for a Zone Change from Ranching, Agriculture, and Mining (RAM) to Rural Residential Agriculture (RRA) for Lots 1 and 2 located in the proposed Derby Estates Second Minor Subdivision encompassing approximately 10.04 acres. RRA-5.02 (Lot 1); RRA-5.02 (Lot 2). The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. <b>AND</b></li> <li>Minor Subdivision Request to create two (2) lots (Lot 1 = 5.02 Acres; Lot 2 = 5.02 Acres). The applicant is also applying for a zone change request (see above Z.C. Case #2023-04) to comply with the Carbon County Zoning Resolution of 2015, as amended.</li> </ul>		
Parcel Identification Number: 18833120004400		
General Location of Property: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550 (Buck Creek Road/205 Connector) on the north side.		
Legal Description: A parcel of land located within the SE1/4NW1/4 of Section 31, Township 18 North, Range 83 West, 6 <sup>th</sup> P.M., Carbon County, Wyoming.		

***The Carbon County Planning and Development Department has received a Zone Change Request and a Minor Subdivision Request as referenced above. Your comments are an important part of the evaluation process. In order to review all appropriate agency comments and incorporate them into the Staff Reports, please respond by April 14, 2023. If written comments are received after the deadline, comments will be provided to the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners.***

NOTE: Hearing Dates are tentative, call for confirmation at 307-328-2651.

Carbon County Planning & Zoning Commission Hearing Date: 05/01/2023

Board of County Commissioners Hearing Date: 06/06/2023

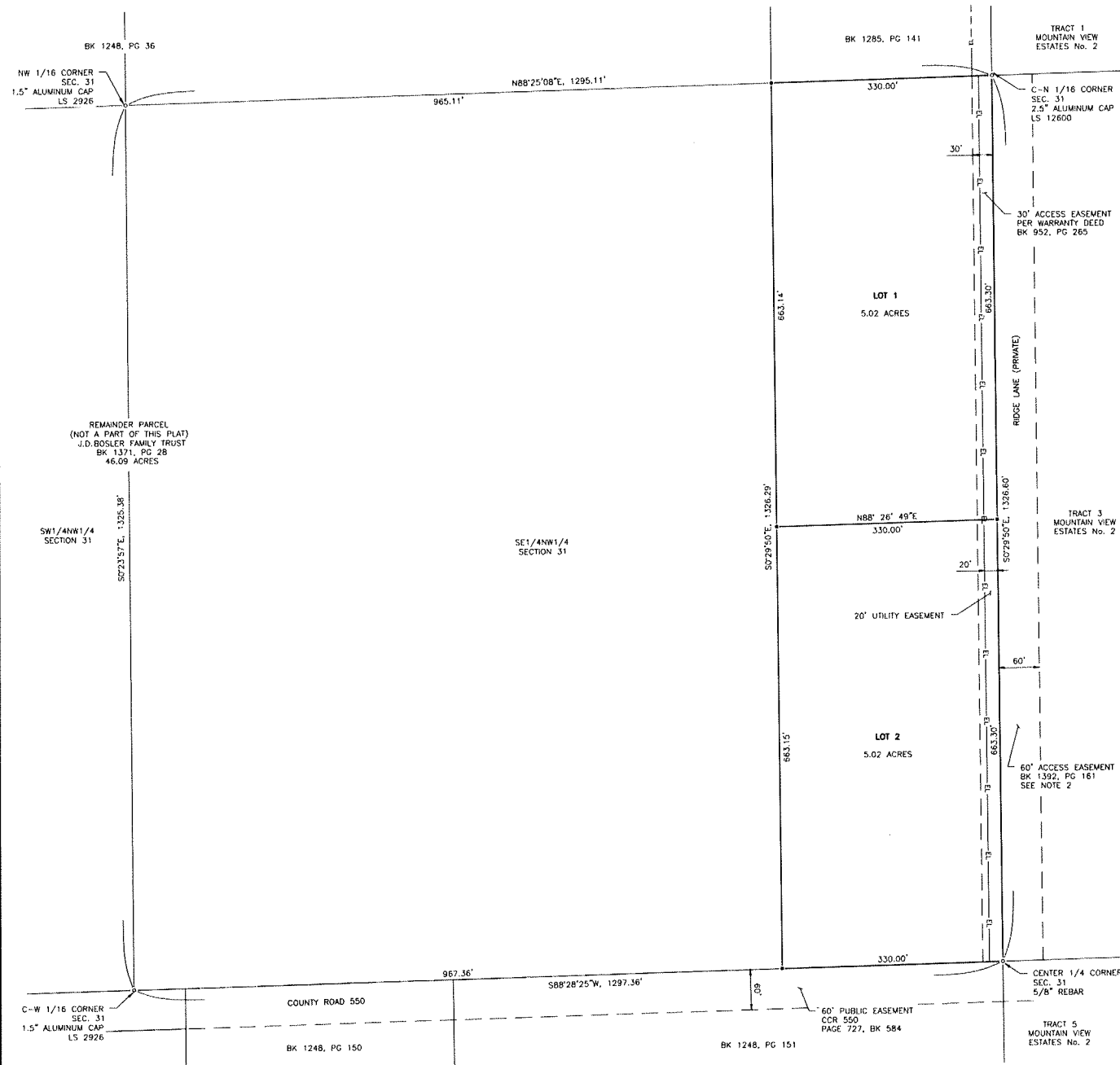
<b>Carbon County Agencies &amp; Departments, Towns, Local Conservation Districts</b>	<b>Referral Sent US Mail, Email</b>	<b>Subdivisions 60 days notice local conservation districts</b>
Planning & Zoning Commission	X	
Commissioners c/o County Clerk	X	
Attorney's Office	X	
Road & Bridge Department	X	
Sheriff's Office – County Sheriff	X	
Fire Dept. – County Fire Warden	X	
Assessor	X	
Land Office – <b>Subdivisions Only</b>	X	
<b>Towns</b>		
Saratoga – Town Council	X	
Saratoga – Planning Commission	X	
<b>Local Conservation District</b>		
Saratoga-Encampment-Rawlins Conservation District		X

<b>State Agencies, Departments, &amp; Divisions</b>	<b>Referral Sent US Mail or Email</b>
Wyoming Rural Water – Michelle Christopher	X
Wyoming Game & Fish – Will Schultz	X
Wyoming Game & Fish & Habitat Protection Program	X
Wyoming State Engineer's Office	X

<b>Federal Agencies, Outside of Carbon County, Local Utility Companies, &amp; Other</b>	<b>Referral Sent US Mail or Email</b>
Carbon Power & Light	X

## DERBY ESTATES SECOND MINOR SUBDIVISION

LOCATED WITHIN THE  
SE1/4NW1/4 OF SECTION 31, T.18N., R.83W. OF THE 6TH P.M., CARBON COUNTY, WYOMING

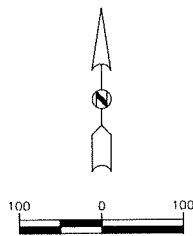


## LEGEND

- FOUND MONUMENT AS NOTED
- 2" ALUMINUM CAP ON 5/8"x24" REBAR -- TO BE SET
- MINOR SUBDIVISION LOT BOUNDARY
- EXISTING LOT BOUNDARY
- EXISTING EASEMENT LINE
- EL — PROPOSED EASEMENT LINE

## BASIS OF BEARINGS

BEARINGS ARE BASED ON THE GEODETIC MERIDIAN THROUGH  
THE WEST 1/4 OF SECTION 31



## PURPOSE STATEMENT:

The purpose of this minor subdivision is to subdivide a 57 acre portion of land in the SE1/4NW1/4 of Section 31 T18N R83W, to create two new lots approximately 5 acres in size.

## NOTES:

- The area of lots in this minor subdivision are as follows:  
LOT 1 = 5.02 ACRES  
LOT 2 = 5.02 ACRES
- Non-Exclusive grant of easement granted to James D. Bosler for purpose of ingress, egress, and regress.
- The 20' Utility Easement shown hereon is created by this Minor Subdivision Plat for the purpose of installing and maintaining public utilities.
- Remaining unplatted portions of Parcel I and Parcel II as described in Warranty Deed Book 1371, Page 28, to be combined into one parcel of 46 acres ±.

## CERTIFICATION OF DEDICATION AND OWNERSHIP:

Know all men by these presents that James D. Bosler, being the owner in fee simple of those lands described by that Warranty Deed recorded in Book 1371 at Page 28 in the office of the Carbon County Clerk as follows:

Parcel I:

Lot 2 of Section 31, Township 18 North, Range 83 West, 6<sup>th</sup> P.M., Carbon County, Wyoming, excepting therefrom that parcel of land as conveyed in Warranty Deed, recorded April 3, 1998, Book 954, Page 201

Parcel II:

The SE1/4NW1/4 of Section 31, Township 18 North, Range 83 West, 6<sup>th</sup> P.M., Carbon County, Wyoming.

have by these presents laid out, platted, and subdivided the same into lots and easements as shown hereon, with the free consent, and in accordance with the desires of the undersigned owner, and designated the same as the Derby Estates Second Minor Subdivision, in the County of Carbon, State of Wyoming; and do hereby dedicate the easements shown hereon for public utilities.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Owner (s) \_\_\_\_\_

James D. Bosler

STATE OF \_\_\_\_\_ )

ISS

COUNTY OF \_\_\_\_\_ )

The foregoing dedication was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

Witness my hand and official seal.

My Commission expires \_\_\_\_\_

Notary Public

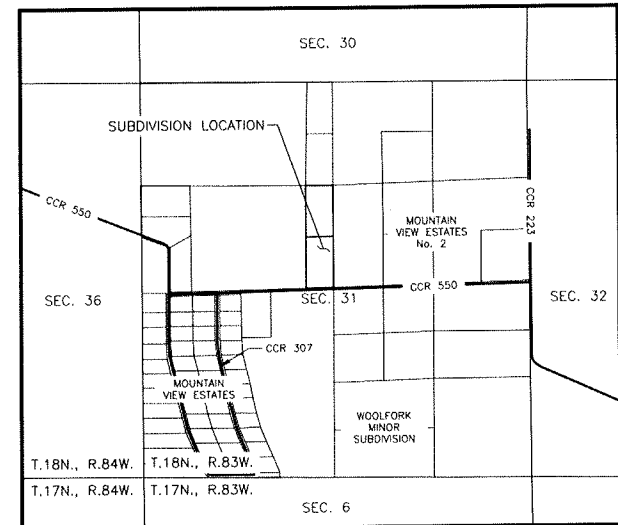
## NOTE:

NO PUBLIC MAINTENANCE OF STREETS OR ROADS.

NO PROPOSED CENTRALIZED SEWAGE SYSTEM.

NO PROPOSED CENTRAL WATER SUPPLY SYSTEM.

Per Wyoming State Statute 18-5-306(d): **THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.**



## VICINITY MAP (NOT TO SCALE)

## CARBON COUNTY PLANNING AND ZONING COMMISSION CERTIFICATE:

This Minor Subdivision was approved by the Carbon County Planning and Zoning Commission on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Chairman

Planning Director/Zoning Officer

## BOARD OF CARBON COUNTY COMMISSIONER'S CERTIFICATE:

This Minor Subdivision approved by the Board of County Commissioners of Carbon County, Wyoming, for filing with the Clerk and Recorder of Carbon County and for Conveyance to the County of the Public dedications shown hereon; subject to the provision that approval in no way obligates Carbon County for financing or construction of improvements on lands, streets, or easements dedicated to the Public except as specifically agreed to by the Board of County Commissioners and further that said approval shall in no way obligate Carbon County for maintenance of streets which are not dedicated to the Public nor until all improvements shall have been complete to the satisfaction of the Board of County Commissioners and accepted by proper resolution.

Dated on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Chairman

Attest:  
Carbon County Clerk

## CLERK AND RECORDER'S CERTIFICATE:

This Minor Subdivision was filed for record in the Office of the Clerk and Recorder at \_\_\_\_\_ O'clock \_\_\_\_\_ M., 20\_\_\_\_, and is duly recorded as Document No. \_\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_.

Clerk and Recorder

by  
Deputy

## SURVEYOR'S CERTIFICATE:

I, Lyle J. Cascardo, of Engineering Associates, do hereby certify that I am a registered land surveyor licensed under the laws of the State of Wyoming, that this is a true, correct, and complete Minor Subdivision Plat of the Derby Estates Second Minor Subdivision as laid out, platted, dedicated, and shown hereon, that such Minor Subdivision was made from an accurate survey of said property by others under my supervision and correctly shows the location and dimensions of the lots, easements, and streets of said Minor Subdivision as the same are staked upon the ground in compliance with the Carbon County Subdivision Regulations governing the subdivision of land.

In witness whereof I have set my hand and seal on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.



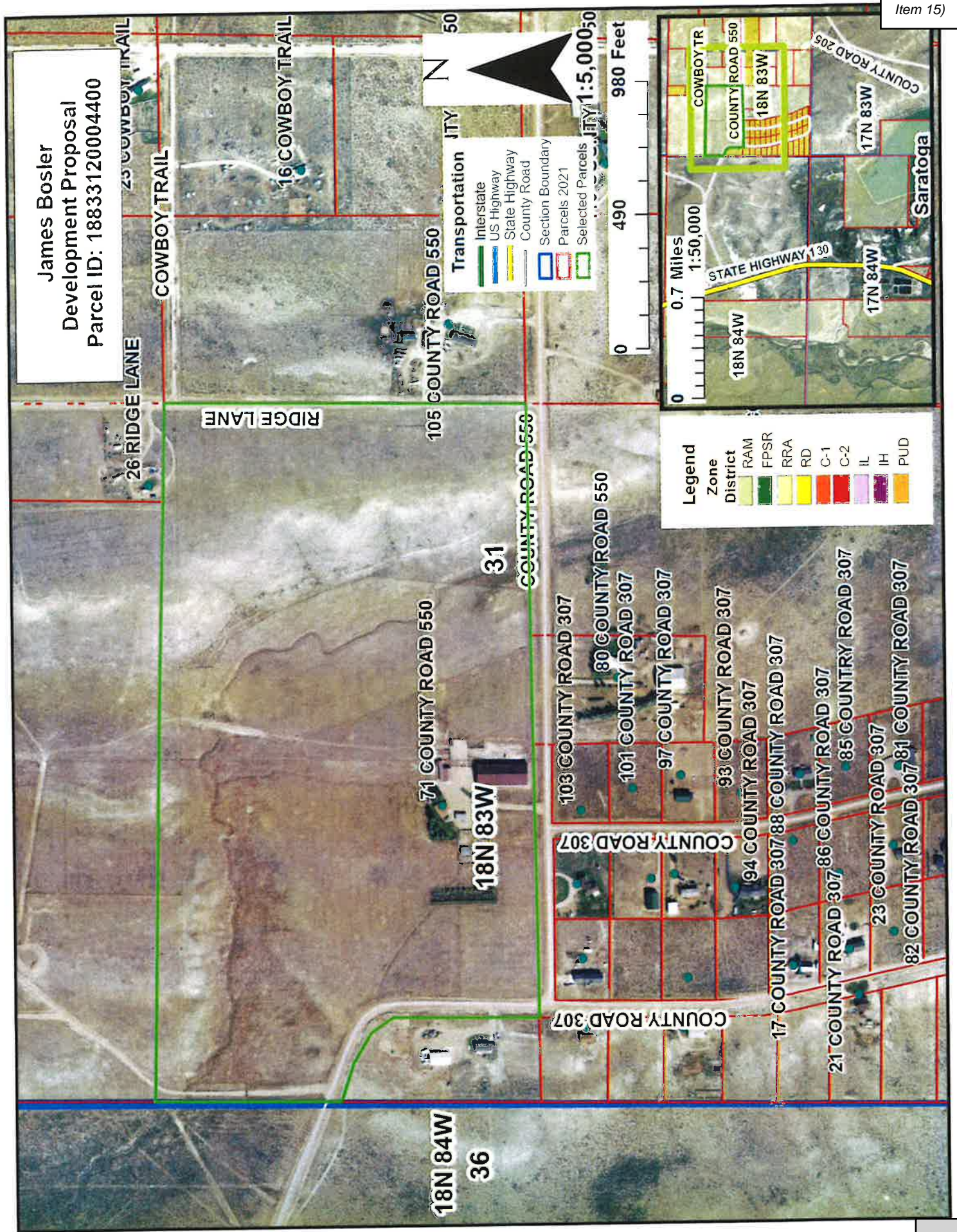
DRAWN BY: LHW  
JOB NO. 22400.12  
FIELD BOOK NO. S.5  
DRAWING NO. 22400.12



ENGINEERING ASSOCIATES - SARATOGA, WYOMING  
CONSULTING ENGINEERS & SURVEYORS



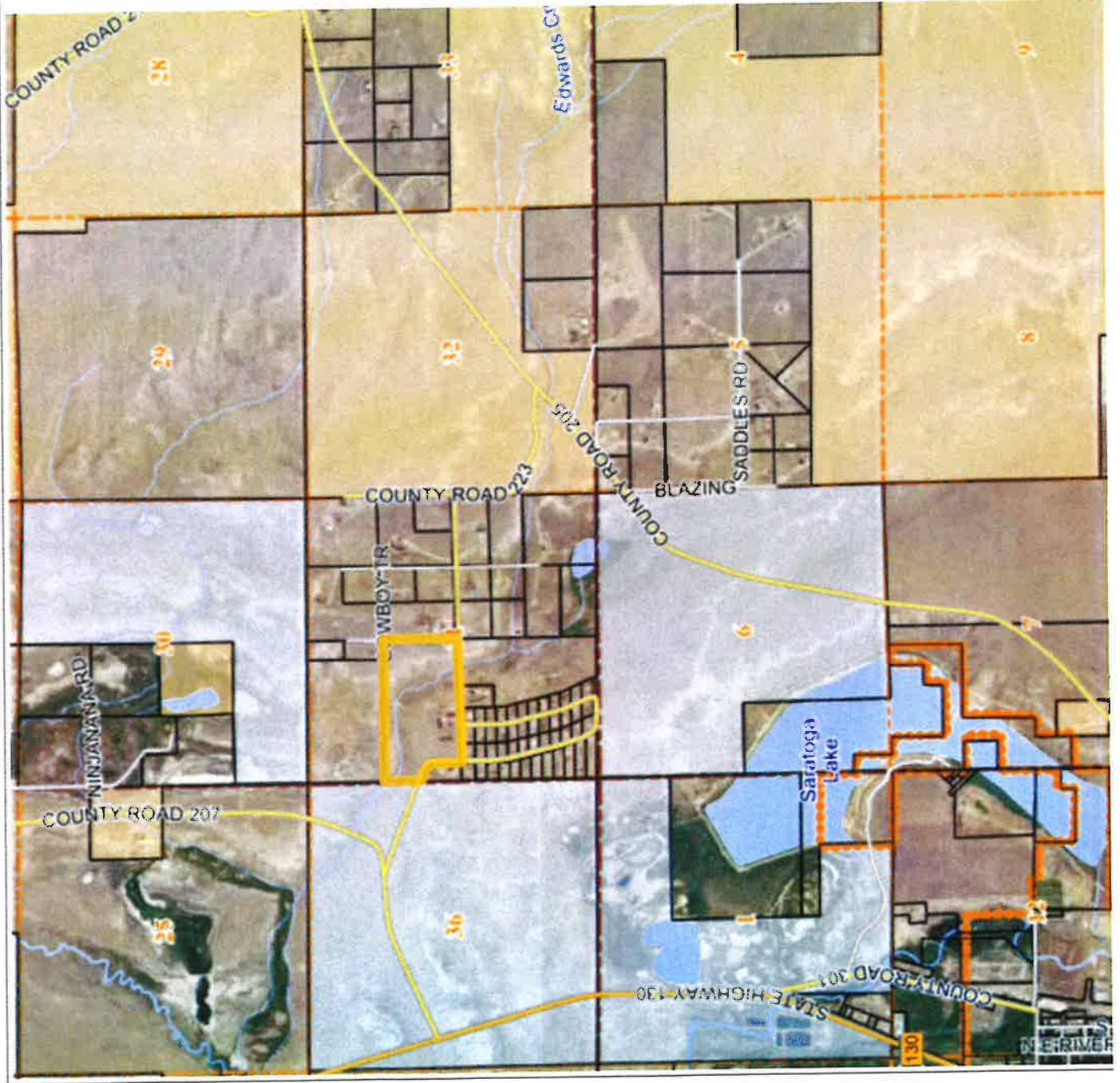
James Bosler  
Development Proposal  
Parcel ID: 18833120004400





# Carbon County, Wyoming

James "Jim" Bosler  
GEO/PIN #: 18833120004400



- Lot and Parcel Lines
- Township Line
- Municipal Limits
- Rivers and Creeks
- U.S.F.S.
- B.L.M.
- State of Wyoming
- Carbon County
- Railroad
- U.S. Highway
- State Highway
- County Road

2022 Aerial Photography (2ft) e to Carbon  
any kind by Carbon County or Greenwood Mapping, Inc. for complete  
accuracy, currency or correctness of this information, including, but not  
limited to, warranties of title, merchantability, satisfactory quality or fitness  
a particular purpose. This data is not necessarily accurate by survey  
standards, and is not to be used for legal conveyance. Carbon County  
Government assumes no liability for dependence of users on

**Section 4.6 RURAL RESIDENTIAL AGRICULTURE ZONE (RRA)**

The Rural Residential Agriculture or RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. In all cases, agricultural uses shall have supremacy over residential uses.

**A. Principally Permitted Uses:**

1. General Agricultural activities.
2. Single-family dwellings and their accessory uses.
3. One (1) employee dwelling and/or one (1) accessory dwelling unit.
4. Timber Products, Non-Commercial.
5. Home occupations and home offices.
6. Cottage industries.
7. Extraction or production of mineral resources.
8. Roadside Stand.

**B. Conditionally Permitted Uses:**

The following uses are permitted subject to the review and approval pursuant to Chapter 5 – General Regulations Applying to all Districts and Uses:

1. More than one (1) employee dwelling and/or more than one (1) accessory dwelling unit.
2. Businesses that will not substantially distract from the agricultural or residential character of the area.
3. Public Use and Civic Use(s).
4. Private institutions.
5. Commercial Recreation including golf courses.
6. Bed and breakfast establishments and boarding house.
7. Recreation lodges and campgrounds.
8. Kennels and Animal Hospitals.
9. Timber Production.
10. Public utilities limited to above ground structures including sewage treatment and water supply facilities all conforming to Wyoming Department of Environmental Quality requirements.
11. Mobile Home Parks. See Chapter 5.
12. Telecommunication Towers and Facilities. See Chapter 5.
13. Electrical Substations and Transmission Lines. See Chapter 5.
14. Non-Commercial Wind Energy Collection Systems. See Chapter 5.
15. Commercial Scale Energy Facilities. See Chapter 6.

**C. Accessory Uses:**

1. Crop, garden and 4-H type non-commercial livestock uses.
2. Customary accessory structures and uses.
3. Signs, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.
4. Parking, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.

**D. Minimum Lot Size:**

1. Minimum Lot Area is Five (5) acres – See Chapter 5-General Regulations Applying to all Districts and Uses.
2. It is the intent of this Resolution that new parcels created in the RRA Zone be 5 acres or larger.



**E. Other Regulations:**

1. Minimum Yard Setbacks and Maximum Building Height – See Chapter 5-General Regulations Applying to all Districts and Uses.
2. Density: In order to avoid potential illegal subdivision creation, the zoning designation shall specify a density (i.e., RRA-10) meaning one principally permitted dwelling unit per 10 acres.

**CARBON COUNTY****Department of Planning and Zoning**

215 West Buffalo, Suite 317

Rawlins, WY 82301

Tel (307) 328-2651 FAX (307) 328-2735

[www.carbonwy.co...](http://www.carbonwy.co...)**C. C. P. Z.****MAR 24 2023**Current Application Fee Plus public notice costs.Fee Paid \$ 200.00 Date 03/24/2023Case File No. Z.C. CASE #2023-04**DATE RECEIVED**☒ **APPLICATION FOR A ZONE CHANGE OR**☐ **AMENDMENT OF ZONING RESOLUTION – TEXT AMENDMENT**

(To be completed by applicant)

Applicant: James Bosler Date: 03/24/2023Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235Email Address for all notifications: jdbsler@msn.comOwners (if **not** Applicant): James Bosler Date: 03/24/2023Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235Email Address for all notifications: jdbsler@msn.comDescription of Zoning Resolution Amendment: (attach additional sheets if necessary) N/A**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheets if necessary)GEO/Parcel Identification Number(s) (PIN) #: 06-18833120004400Quarter Sections SE1/4NW1/4 Section 31 Township T18N Range R83WSubdivision Name DERBY ESTATES SECOND MINOR SUBDIVISION Block N/A Lots 1 and 2Site Address or Location: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550  
(Buck Creek Road/205 Connector) on the north sideCurrent Zone District: RAMProposed Zone District: RRA (Lot 1 = RRA-5.02 and Lot 2 = RRA-5.02)Lot or Parcel Size: 10+/- acres (total for entire minor subdivision)Please indicate at least one (1) of the following reasons for the zone change and attach an explanation or justification for the request:

- ☒ Is necessary to come into compliance with the Zoning Resolution;
- ☐ The existing zoning of the land was the result of a clerical error;
- ☐ The existing zoning of the land was based on a mistake of fact;
- ☐ The existing zoning of the land failed to take into account the constraints of the affected property due to natural characteristics of the land, including but not limited to, steep slopes, floodplain, unstable soils, and inadequate drainage;
- ☒ The affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of the area; or
- ☐ The proposed rezoning is necessary in order to provide land for a community need that was not anticipated at the time of adoption of the Zoning Resolution.

**The application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application and any delays that result from inaccuracies or an incomplete application.**

**Please attach the following required information:**

1. Application fee (see Current Fee Schedule). In addition, the cost(s) of all notice(s) and recording resolution fee(s) shall be paid by the applicant.
2. Proof of ownership:
  - a. Warranty Deed, Title Policy, or Contract for Deed, and
  - b. Signed authorization letter from the owner if other than applicant.
3. A written legal description of all property that is subject to this application. The legal description must contain the seal of a professional land surveyor, registered in the State of Wyoming. The applicant must provide the legal description in "Word" format for advertising/publication purposes.
4. A Statement demonstrating that the proposed Zone Change Request is generally consistent with the Goals, Strategies and Actions of the Comprehensive Land Use Plan, including the Future Land Use Map. In addition, the staff will provide a summary at the Planning & Zoning Commission meeting.
5. Site Plan and Vicinity Map.
6. Statement of purpose and need.
7. Ingress and egress should be provided to each parcel by a binding and recordable easements of not less than forty (40) feet in width to a public road unless specifically waived by the Board.
8. Provide a completed affidavit (attached) that must accompany the adjacent property owners listing (attached), attesting that the submittal includes true and accurate listing of the adjacent/abutting property owners as reflected in the records of the Carbon County Assessor's Office.
9. Provide copies of the Current Notice of Valuation(s) for the subject property. Notice of Valuation(s) can be obtained from either the County Assessor's Office or from the County's website.
10. Current Tax Certificate(s) – must be signed by the Carbon County Treasurer or authorized deputy.
11. The applicant shall post a sign on the approach to the subject property not less than fourteen (14) days prior to the Planning & Zoning Commission meeting date. The Planning Department will provide the applicant a sign and approve the posting location. The Applicant/Owner should provide digital photos of the posted sign with date and time stamps and submit the photos to the Planning Department.

**OPTIONAL INFORMATION THAT MAY EXPEDITE REVIEW.** This information is typically required for subdivision and building permit applications.

1. Wyoming Dept. of Environmental Quality:  
 Septic/Wastewater Permit(s)-application submitted? Yes ☐ No ☐ Pending ☐  
 Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
2. Wyoming State Engineer's Office:  
 Well water permit(s)-application submitted? Yes ☐ No ☐ Existing ☐  
 Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
3. Survey Map must contain the seal of a professional land surveyor, registered in the State of Wyoming.

**I do hereby certify that the foregoing representation and attachments are true and correct to the best of my knowledge.**

James Bosler  
**PRINTED SIGNATURE-landowner**

James D Bosler  
**SIGNATURE-landowner**

03/24/2023  
**DATE**

James Bosler  
**PRINTED SIGNATURE-applicant**

James D Bosler  
**SIGNATURE-applicant**

03/24/2023  
**DATE**

Date: 12/10/2021

**CARBON COUNTY**  
**Department of Planning and Zoning**
**C. C. P. Z.**
[www.carbonwy.com](http://www.carbonwy.com)

215 West Buffalo, Suite 317

Rawlins, WY 82301

Tel (307) 328-2651 FAX (307) 328-2735

**MAR 24 2023**

 Current Application Fee **Plus** public notice costs.

 Case File No. MIN SUB CASE #2023-03
**DATE RECEIVED**
**APPLICATION FOR A MINOR SUBDIVISION/RECORD OF SURVEY**  
 (Please Print or Type)

 Name of Minor Subdivision Plat/Record of Survey: DERBY ESTATES SECOND MINOR SUBDIVISION

 Applicant: James Bosler Date: 03/24/2023

 Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235

 Email Address for all notifications: jdbosler@msn.com

 Owners (if **not** Applicant): James Bosler Date: 03/24/2023

 Mailing Address: P.O. Box 1285 Saratoga, WY 82331 Phone: (307) 760-8235

 Email Address for all notifications: jdbosler@msn.com

 Name of Developer: N/A Date: \_\_\_\_\_

 Mailing Address: N/A Phone: \_\_\_\_\_

 Email Address: N/A
**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheet(s) if necessary)

 GEO/Parcel Identification Number(s) (PIN) #: 06-18833120004400

 Quarter Sections SE1/4NW1/4 Section 31 Township T18N Range R83W

 Subdivision Name DERBY ESTATES SECOND MINOR SUBDIVISION Block N/A Lots 1 and 2

 Site Address or Location: Approximately 2.5 miles northeast of Saratoga off Carbon County Road #550  
(Buck Creek Road/205 Connector) on the north side

 Lot or Parcel Size: 10+/- acres (total for entire minor subdivision)  
(Lot 1 = RRA-5.02 and Lot 2 = RRA-5.02)

 Existing Zoning: RAM

 Density: 1 principal dwelling unit and accessory structures for each lot

 Proposed Zoning: RRA (Lot 1= RRA-5.02 and Lot 2 = RRA-5.02)

**In accordance with Section 1.15 Adequacy of Applications, the application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application.**

If additional information is necessary, please include attachments and use page 5.

**-SIGNATURE PAGE-**

I do hereby certify that the foregoing  
representations and attachments are true and correct to the best of my knowledge.

James Bosler

PRINTED SIGNATURE-landowner

James D Bosler

SIGNATURE-landowner

03/24/2023

DATE

James Bosler

PRINTED SIGNATURE-applicant/acting agent/developer

James D Bosler

SIGNATURE-applicant/acting agent/developer

03/24/2023

DATE

**ATTACHMENTS:**

Affidavit and APO Listing

Tax Certificate

Current Fee Schedule

Date: 03/24/2023

Rezoning Proposal and Minor Subdivision – Derby Estates Second Minor Subdivision

Acreage: Approximately 10 acres  
(GEO/PIN #: 18833120004400)

Requests:

- Zone Change Request from RAM to RRA (Lots 1 and 2):
  - Lot 1 = 5.02 Acres (RRA-5.02)
  - Lot 2 = 5.02 Acres (RRA-5.02)
- Minor Subdivision Request to subdivide the 10-acre parcel into two (2) separate lots

Statement of Purpose and Need:

I purchased this property in April, 2016, and I would like to subdivide the 10-acre parcel into two (2) separate lots. A recorded and recorded private easement provides access to these lots.

I would like to have the opportunity to sell these lots to potential buyers who would be able to build homes and accessory structures on these lots. In order to apply for building permits to build, I need to bring the 10-acre parcel into compliance with both the current Carbon County Zoning Resolution of 2015, as amended, and the Carbon County Minor Subdivision Regulations, as amended.

The RRA Zone District is more appropriate and suitable for this area and the affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of this area. I am requesting that the both the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners approve both the zone change and minor subdivision requests.

Sincerely,



James Bosler (Applicant and Land Owner)

**REFERRAL FORM**

Carbon County Planning and Development Department  
 215 West Buffalo Street, Suite 317  
 Rawlins, WY 82301  
 Phone: 307-328-2651 Fax: 307-328-2735

Date Sent: 03/30/2023

**Request Returned: 04/14/2023**

Website: [www.carbonwy.com](http://www.carbonwy.com)

Case File Numbers:	Subdivision Name:	Type of Application:
Z.C. Case #2023-02 and MIN SUB Case #2023-01	"James Minor Subdivision"	Zone Change Request from RD-20 and RRA-10 to Rural Residential Agriculture (RRA) and a Minor Subdivision Request

Involved Parties:	Email Addresses:	Phone Numbers:
Staff Contact: Sarah Brugger, Planning Director and Kristy R. Rowan, Deputy Zoning Administrator	<a href="mailto:sarahbrugger@carbonwy.com">sarahbrugger@carbonwy.com</a> <a href="mailto:kristyrowan@carbonwy.com">kristyrowan@carbonwy.com</a>	307-328-2651
Applicants and Land Owners: Curtis and Brenda James P.O. Box 1167 Saratoga, WY 82331		
Summary of Requests: <ul style="list-style-type: none"> <li>Request for a Zone Change from Residential (RD-20) and Rural Residential Agriculture (RRA-10) to Rural Residential Agriculture (RRA) for Lots 1-5 located in the proposed James Minor Subdivision encompassing approximately 29.84 acres. RRA-9.94 (Lot 1); RRA-4.98 (Lot 2); RRA-4.98 (Lot 3); RRA-4.97 (Lot 4); and RRA-4.97 (Lot 5). The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. <b><u>AND</u></b></li> <li>Minor Subdivision Request to create five (5) lots (Lot 1 = 9.94 Acres; Lot 2 = 4.98 Acres; Lot 3 = 4.98 Acres; Lot 4 = 4.97; and Lot 5 = 4.97 Acres). The applicant is also applying for a zone change request (see above Z.C. Case #2023-02) to comply with the Carbon County Zoning Resolution of 2015, as amended.</li> </ul>		
Parcel Identification Numbers: 18833310001400 and 18833310004100		
General Location of Property: Approximately 4.5 miles northeast of Saratoga off Carbon County Road #205 (Lake Creek/205 Extension Road) on the south side.		
Legal Description: Lots 1-5, James Minor Subdivision, located in the W1/2 NE1/4 NE1/4 and NE1/4 NE1/4 NE1/4, Section 33, T18N, R83W, 6 <sup>th</sup> P.M., Carbon County, Wyoming. A more complete legal description is available upon request.		

***The Carbon County Planning and Development Department has received a Zone Change Request and a Minor Subdivision Request as referenced above. Your comments are an important part of the evaluation process. In order to review all appropriate agency comments and incorporate them into the Staff Reports, please respond by April 14, 2023. If written comments are received after the deadline, comments will be provided to the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners.***

NOTE: Hearing Dates are tentative, call for confirmation at 307-328-2651.

Carbon County Planning & Zoning Commission Hearing Date: 05/01/2023

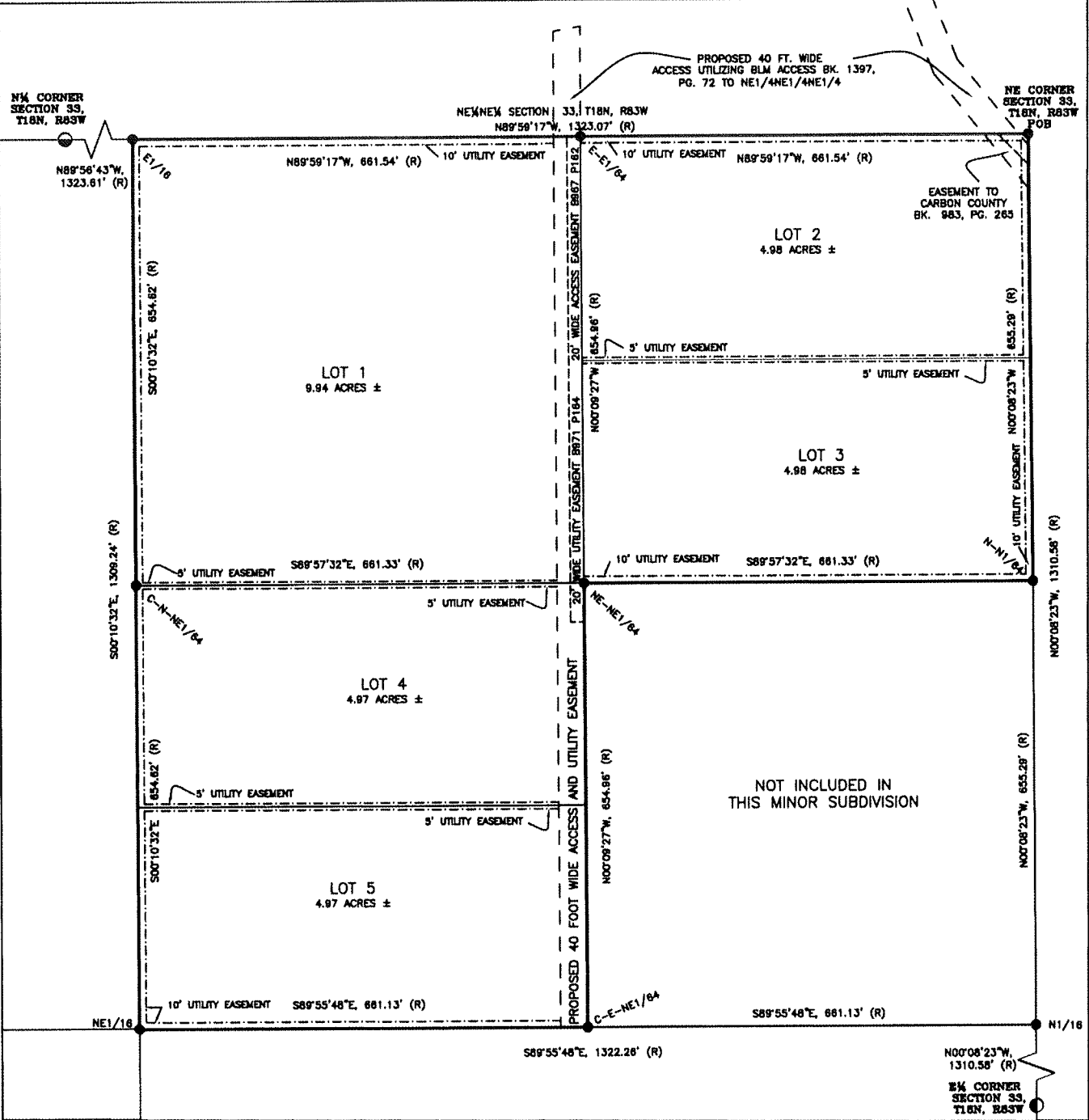
Board of County Commissioners Hearing Date: 06/06/2023

<b>Carbon County Agencies &amp; Departments, Towns, Local Conservation Districts</b>	<b>Referral Sent US Mail, Email</b>	<b>Subdivisions 60 days notice local conservation districts</b>
Planning & Zoning Commission	X	
Commissioners c/o County Clerk	X	
Attorney's Office	X	
Road & Bridge Department	X	
Sheriff's Office – County Sheriff	X	
Fire Dept. – County Fire Warden	X	
Assessor	X	
Land Office – <b>Subdivisions Only</b>	X	
<b>Towns</b>		
Saratoga – Town Council	X	
Saratoga – Planning Commission	X	
<b>Local Conservation District</b>		
Saratoga-Encampment-Rawlins Conservation District		X

<b>State Agencies, Departments, &amp; Divisions</b>	<b>Referral Sent US Mail or Email</b>
Wyoming Rural Water – Michelle Christopher	X
Wyoming Game & Fish – Will Schultz	X
Wyoming Game & Fish & Habitat Protection Program	X
Wyoming State Engineer's Office	X

<b>Federal Agencies, Outside of Carbon County, Local Utility Companies, &amp; Other</b>	<b>Referral Sent US Mail or Email</b>
Bureau of Land Management	X
Carbon Power & Light	X





JAMES  
MINOR SUBDIVISION

LOCATED IN THE  $W\frac{1}{2}NE\frac{1}{4}NE\frac{1}{4}$  AND  $NE\frac{1}{4}NE\frac{1}{4}NE\frac{1}{4}$  SECTION 33,  
TOWNSHIP 18 NORTH, RANGE 83 WEST, 6TH P.M., CARBON  
COUNTY, WYOMING

**CERTIFICATION OF DEDICATION AND OWNERSHIP:**  
KNOW ALL MEN BY THESE PRESENTS THAT CURTIS AND BRENDA JAMES ARE THE OWNERS OF ALL THAT REAL PROPERTY DESCRIBED AS FOLLOWS:  
A PARCEL OF LAND BEING THE WEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  AND THE NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF SECTION 33, TOWNSHIP 18 NORTH, RANGE 83 WEST OF THE 6TH P.M., CARBON COUNTY, WYOMING, BEING FURTHER DESCRIBED AS:  
BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 33;  
THENCE  $N89^{\circ}59'17''W$  ALONG THE NORTH LINE OF SAID NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF SECTION 33 A DISTANCE OF 1323.07 FEET TO THE EAST  $\frac{1}{4}$  CORNER OF SAID SECTION 33;  
THENCE  $S00^{\circ}10'32''E$  ALONG THE WEST LINE OF SAID NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF SECTION 33 A DISTANCE OF 1309.24 FEET TO THE NORTHEAST  $\frac{1}{4}$  CORNER OF SAID SECTION 33;  
THENCE  $S89^{\circ}55'48''E$  ALONG THE SOUTH LINE OF SAID NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF SECTION 33 A DISTANCE OF 661.13 FEET TO THE C-E-NE  $\frac{1}{4}$  CORNER OF SAID SECTION 33;  
THENCE  $N00^{\circ}08'27''W$  A DISTANCE OF 654.96 FEET TO THE NE-NE  $\frac{1}{4}$  CORNER OF SAID SECTION 33;  
THENCE  $S89^{\circ}57'32''E$  A DISTANCE OF 661.33 FEET TO THE N-N  $\frac{1}{4}$  CORNER OF SAID SECTION 33;  
THENCE  $N00^{\circ}08'23''W$  ALONG THE EAST LINE OF SAID NORTHEAST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$  OF SAID SECTION 33 A DISTANCE OF 655.89 FEET TO THE POINT OF BEGINNING.  
CONTAINING 1300222.67 SQUARE FEET OR 29.84 ACRES MORE OR LESS. SUBJECT TO ALL EASEMENTS, CONDITIONS, RESERVATIONS, EXCEPTIONS, AND RESTRICTIONS CONTAINED IN PRIOR CONVEYANCES OF RECORD.

HAVE BY THESE PRESENTS LAID OUT, PLATTED, AND SUBDIVIDED THE SAME INTO LOTS, EASEMENTS AND ROADS AS SHOWN HEREON, WITH THE FREE CONSENT, AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS, AND DESIGNATED THE SAME AS THE JAMES MINOR SUBDIVISION IN THE COUNTY OF CARBON, STATE OF WYOMING; AND DO HEREBY DEDICATE THE EASEMENTS AND ROADS SHOWN HEREON FOR PUBLIC UTILITIES.

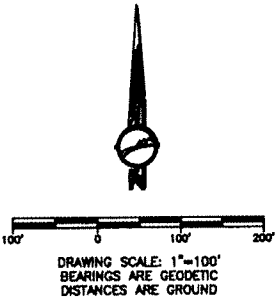
EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20\_\_\_\_

OWNER(S) \_\_\_\_\_ CURTIS JAMES \_\_\_\_\_ BRENDA JAMES

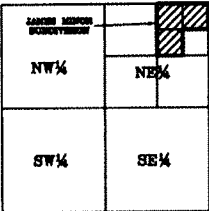
STATE OF WYOMING) ss  
COUNTY OF CARBON)  
THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 20\_\_\_\_, BY \_\_\_\_\_  
WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: \_\_\_\_\_

NOTARY PUBLIC



AREA MAP  
SECTION 33, T18N, R83W  
NOT TO SCALE



LEGEND

- POB POINT OF BEGINNING
- (M) MEASURED DIMENSIONS
- (R) RECORD DIMENSIONS
- RECOVERED 5/8" REBAR WITH AL. CAP
- SET 5/8" REBAR WITH ALUMINUM CAP
- RECOVERED 1/4 SECTION CORNER
- 40' WIDE ACCESS AND UTILITY EASEMENT
- - - 10' WIDE UTILITY EASEMENT

NO PROPOSED CENTRAL WATER SUPPLY SYSTEM.  
NO PROPOSED CENTRAL SEWAGE SYSTEM.  
NO PUBLIC MAINTENANCE OF STREETS AND ROADS.

ALL ROADS WITHIN THE JAMES MINOR SUBDIVISION, ALTHOUGH PRIVATE, WILL BE OPEN TO TRAVEL BY COUNTY EMERGENCY VEHICLES, INCLUDING, BUT NOT LIMITED TO, SHERIFF, FIRE, AMBULANCE, AND ANY OTHER EMERGENCY AND COUNTY VEHICLES NEEDED TO PROTECT THE HEALTH, SAFETY AND WELFARE OF THE PEOPLE LIVING IN OR NEAR THE AREA. RIGHT OF WAY WILL INCLUDE THE SAFE CONVEYANCE OF PEOPLE, GOODS AND SERVICES.

ALL ROADS WITHIN THE JAMES MINOR SUBDIVISION ARE DESIGNATED AS UTILITY EASEMENTS.

PER WYOMING STATE STATUTE 16-5-306(d): THE SURFACE BODIES OF THE LAND TO BE SUBDIVIDED BE SUBJECT TO FULL AND EFFICIENT DEVELOPMENT OF THE MINERAL RESOURCES.

SURVEYOR'S CERTIFICATE

I, CURTIS A. BOYD, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS IS A TRUE, CORRECT, AND COMPLETE MINOR SUBDIVISION OF THE JAMES MINOR SUBDIVISION AS LAID OUT, PLATTED, DEDICATED, AND SHOWN HEREON, THAT SUCH MINOR SUBDIVISION WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY BY ME AND UNDER MY SUPERVISION AND CORRECTLY SHOWS THE LOCATION AND DIMENSIONS OF THE LOTS, EASEMENTS, AND STREETS OF SAID MINOR SUBDIVISION AS THE SAME ARE STAKED UPON THE GROUND IN COMPLIANCE WITH CARBON COUNTY REGULATIONS GOVERNING THE SUBDIVISION OF LAND.

IN WITNESS WHEREOF I HAVE SET MY HAND AND SEAL.

CARBON COUNTY BOARD OF COUNTY COMMISSIONER'S CERTIFICATE:

THIS MINOR SUBDIVISION WAS APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING, FOR FILING WITH THE CLERK AND RECORDER OF CARBON COUNTY AND FOR CONVEYANCE TO THE COUNTY OF THE PUBLIC DEDICATIONS SHOWN HEREON; SUBJECT TO THE PROVISION THAT APPROVAL IN NO WAY OBLIGATES CARBON COUNTY FOR FINANCING OR CONSTRUCTION OF IMPROVEMENTS ON LANDS, STREETS, OR EASEMENTS DEDICATED TO THE PUBLIC EXCEPT AS SPECIFICALLY AGREED TO BY THE BOARD OF COUNTY COMMISSIONERS AND FURTHER THAT SAID APPROVAL SHALL IN NO WAY OBLIGATE CARBON COUNTY FOR MAINTENANCE OF STREETS WHICH ARE NOT DEDICATED TO THE PUBLIC NOR UNTIL ALL IMPROVEMENTS SHALL HAVE BEEN COMPLETED TO THE SATISFACTION OF THE BOARD OF COUNTY COMMISSIONERS AND ACCEPTED BY PROPER RESOLUTION.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

CHAIRMAN

ATTEST: CARBON COUNTY CLERK

CARBON COUNTY PLANNING AND ZONING COMMISSION CERTIFICATE:

THIS MINOR SUBDIVISION WAS APPROVED BY THE CARBON COUNTY PLANNING AND ZONING COMMISSION ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

CHAIRMAN

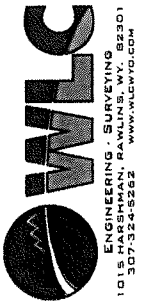
PLANNING DIRECTOR/ZONING OFFICER

CLERK AND RECORDER'S CERTIFICATE:

THIS MINOR SUBDIVISION WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., \_\_\_\_\_, 20\_\_\_\_ AND IS DULY RECORDED AS DOCUMENT NO. \_\_\_\_\_ IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_.

CLERK AND RECORDER

BY: DEPUTY



Drawn By: SRL W.O. No.: 17678  
Chk. By: DAB Book No.:  
Acad. File: 17678 JAMES MINOR SUBDIVISION  
FOR: JAMES LAND COMPANY  
PO BOX 1167  
SARATOGA, WY 82331

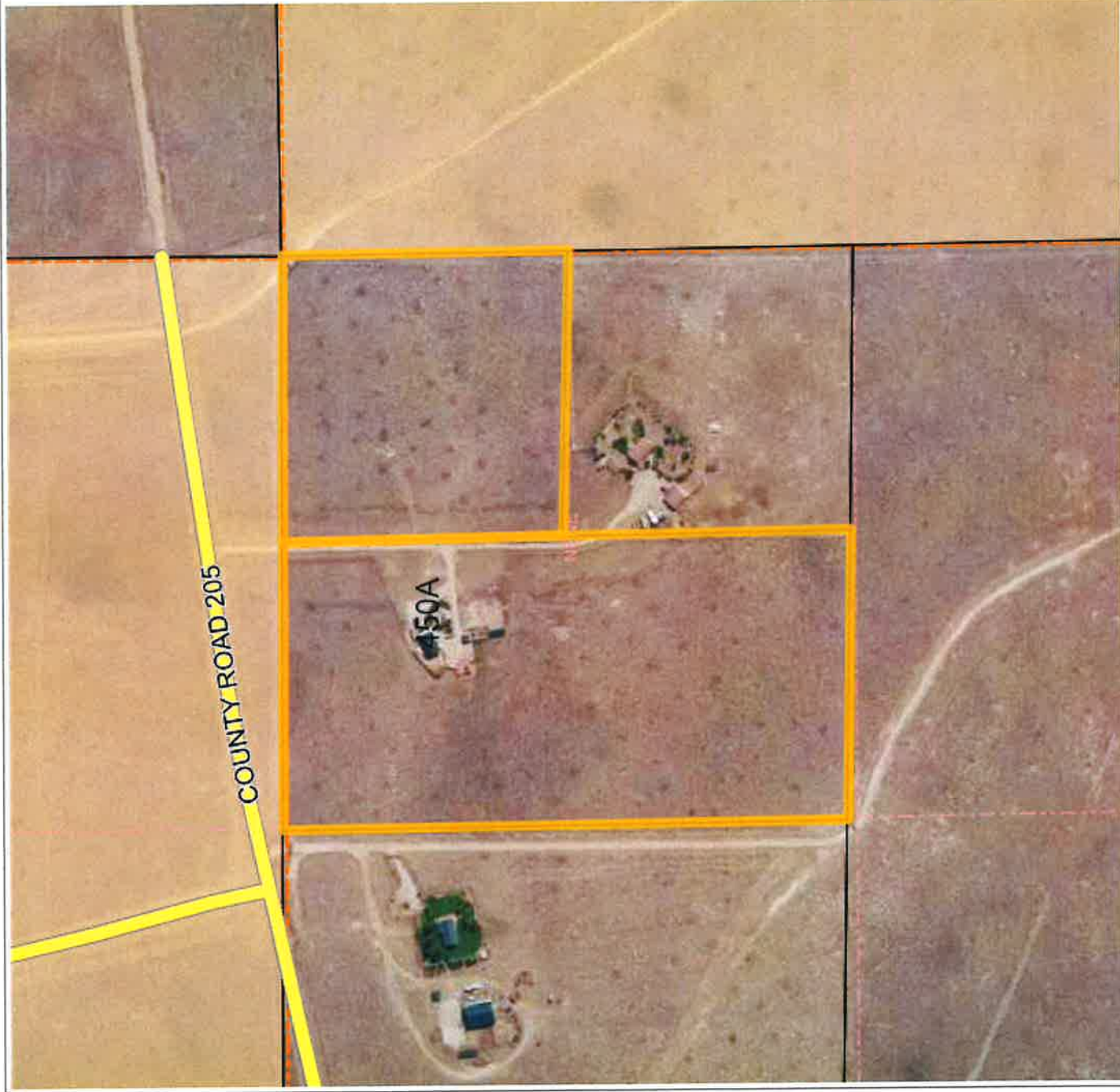
REVISIONS

JAMES MINOR SUBDIVISION  
LOCATED IN THE  $W\frac{1}{2}NE\frac{1}{4}NE\frac{1}{4}$  AND  
 $NE\frac{1}{4}NE\frac{1}{4}NE\frac{1}{4}$  SECTION 33, TOWNSHIP 18  
NORTH, RANGE 83 WEST, 6TH P.M.,  
CARBON COUNTY, WYOMING

SHEET NO.  
1 OF 1  
DATE:  
03/16/2023

# Carbon County, Wyoming

Curtis and Brenda James  
GEOS/PINS: 18833310001400 and  
18833310004100



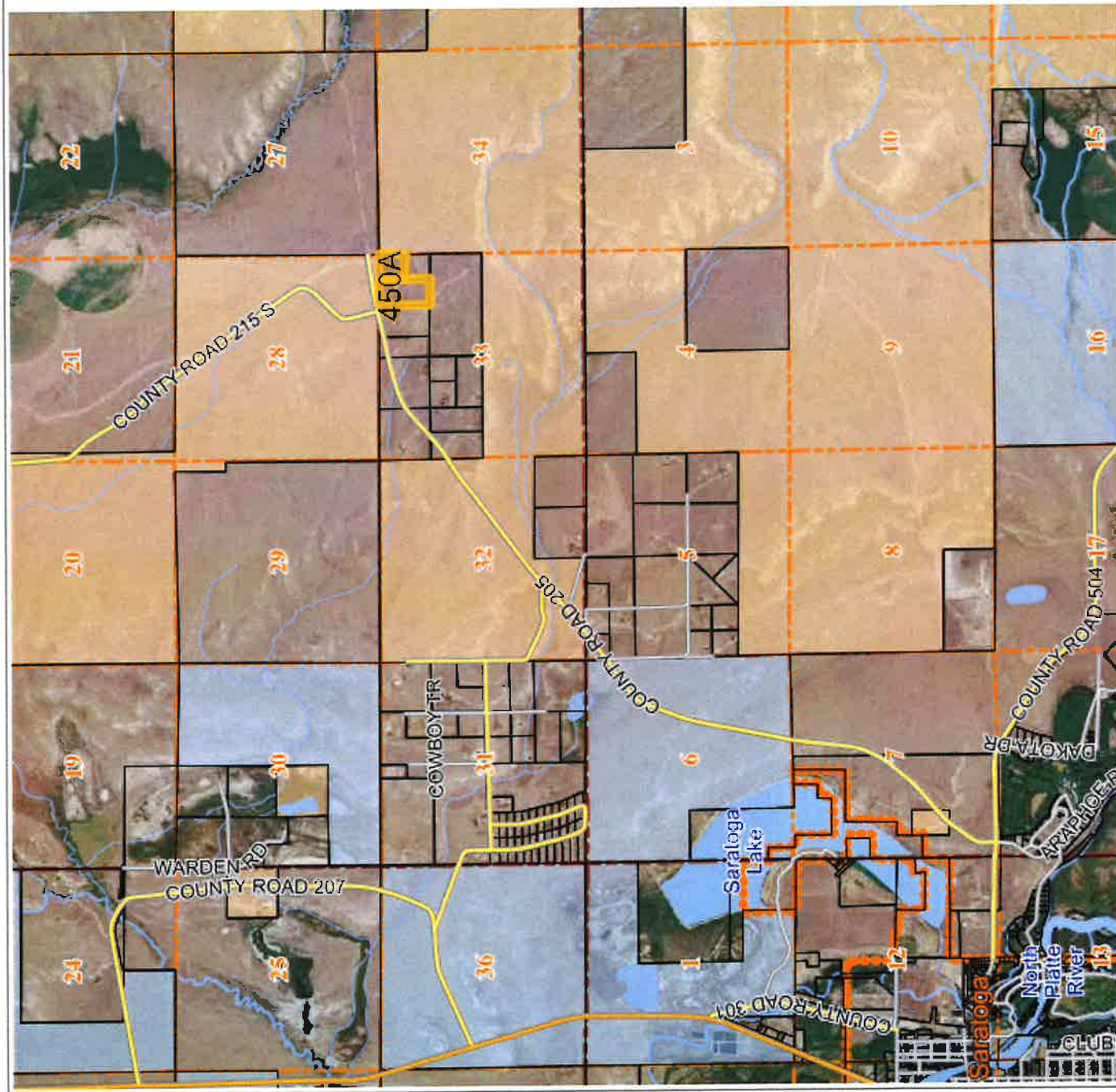
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- B.L.M.
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- Carbon County
- Railroad
- U.S. Highway
- State Highway
- County Road













2022 Aerial Photography (2ft) © to Carbon County  
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# Carbon County, Wyoming

Curtis and Brenda James  
GEOS/PINS: 18833310001400 and  
18833310004100



-  Lot and Parcel Lines
-  Township Line
-  Municipal Limits
-  Rivers and Creeks
-  U.S.F.S.
-  B.L.M.
-  State of Wyoming
-  Carbon County
-  Railroad
-  U.S. Highway
-  State Highway
-  County Road

## 2022 Aerial Photography (2ft)

Item 16)

**Section 4.6 RURAL RESIDENTIAL AGRICULTURE ZONE (RRA)**

The Rural Residential Agriculture or RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. In all cases, agricultural uses shall have supremacy over residential uses.

**A. Principally Permitted Uses:**

1. General Agricultural activities.
2. Single-family dwellings and their accessory uses.
3. One (1) employee dwelling and/or one (1) accessory dwelling unit.
4. Timber Products, Non-Commercial.
5. Home occupations and home offices.
6. Cottage industries.
7. Extraction or production of mineral resources.
8. Roadside Stand.

**B. Conditionally Permitted Uses:**

The following uses are permitted subject to the review and approval pursuant to Chapter 5 – General Regulations Applying to all Districts and Uses:

1. More than one (1) employee dwelling and/or more than one (1) accessory dwelling unit.
2. Businesses that will not substantially distract from the agricultural or residential character of the area.
3. Public Use and Civic Use(s).
4. Private institutions.
5. Commercial Recreation including golf courses.
6. Bed and breakfast establishments and boarding house.
7. Recreation lodges and campgrounds.
8. Kennels and Animal Hospitals.
9. Timber Production.
10. Public utilities limited to above ground structures including sewage treatment and water supply facilities all conforming to Wyoming Department of Environmental Quality requirements.
11. Mobile Home Parks. See Chapter 5.
12. Telecommunication Towers and Facilities. See Chapter 5.
13. Electrical Substations and Transmission Lines. See Chapter 5.
14. Non-Commercial Wind Energy Collection Systems. See Chapter 5.
15. Commercial Scale Energy Facilities. See Chapter 6.

**C. Accessory Uses:**

1. Crop, garden and 4-H type non-commercial livestock uses.
2. Customary accessory structures and uses.
3. Signs, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.
4. Parking, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.

**D. Minimum Lot Size:**

1. Minimum Lot Area is Five (5) acres – See Chapter 5-General Regulations Applying to all Districts and Uses.
2. It is the intent of this Resolution that new parcels created in the RRA Zone be 5 acres or larger.

**E. Other Regulations:**

1. Minimum Yard Setbacks and Maximum Building Height – See Chapter 5-General Regulations Applying to all Districts and Uses.
2. Density: In order to avoid potential illegal subdivision creation, the zoning designation shall specify a density (i.e., RRA-10) meaning one principally permitted dwelling unit per 10 acres.

**CARBON COUNTY****Department of Planning and Zoning**

215 West Buffalo, Suite 317

Rawlins, WY 82301

Tel (307) 328-2651 FAX (307) 328-2735

**www.carbonwy.com****C. C. P. Z.****MAR 22 2023**Current Application Fee **Plus** public notice costs.Fee Paid \$ 200.00 Date 02/08/2023Case File No. Z.C. CASE #2023-02**DATE RECEIVED**☒ **APPLICATION FOR A ZONE CHANGE OR**☐ **AMENDMENT OF ZONING RESOLUTION – TEXT AMENDMENT**

(To be completed by applicant)

Applicant: Curtis E. and Brenda F. James Date: 03/22/2023Mailing Address: P.O. Box 1167 Saratoga, WY 82331 Phone: (307) 399-8645Email Address for all notifications: bjames@carbonpower.netOwners (if **not** Applicant): Curtis E. and Brenda F. James Date: 03/22/2023Mailing Address: P.O. Box 1167 Saratoga, WY 82331 Phone: (307) 399-8645Email Address for all notifications: bjames@carbonpower.netDescription of Zoning Resolution Amendment: (attach additional sheets if necessary) N/A**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheets if necessary)GEO/Parcel Identification Number(s) (PIN) #: 06-18833310001400 and 18833310004100Quarter Sections NE1/4 Section 33 Township T18N Range R83WSubdivision Name JAMES MINOR SUBDIVISION Block N/A Lots 1 – 5Site Address or Location: Approximately 4.5 miles northeast of Saratoga off Carbon County Road #205  
(Lake Creek/205 Extension Road) on the south sideCurrent Zone District: RD-20 and RRA-10Proposed Zone District: RRA (Lot 1 = RRA-9.94; Lot 2 = RRA-4.98; Lot 3 = RRA-4.98)Proposed Zone District: RRA (Lot 4 = RRA-4.97 and Lot 5 = RRA-4.97)Lot or Parcel Size: 29.84+/- acres (total for entire minor subdivision)

Please indicate at least one (1) of the following reasons for the zone change and attach an explanation or justification for the request:

- ☒ Is necessary to come into compliance with the Zoning Resolution;
- ☐ The existing zoning of the land was the result of a clerical error;
- ☐ The existing zoning of the land was based on a mistake of fact;
- ☐ The existing zoning of the land failed to take into account the constraints of the affected property due to natural characteristics of the land, including but not limited to, steep slopes, floodplain, unstable soils, and inadequate drainage;
- ☒ The affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of the area; or
- ☐ The proposed rezoning is necessary in order to provide land for a community need that was not anticipated at the time of adoption of the Zoning Resolution.

**The application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application and any delays that result from inaccuracies or an incomplete application.**

**Please attach the following required information:**

1. Application fee (see Current Fee Schedule). In addition, the cost(s) of all notice(s) and recording resolution fee(s) shall be paid by the applicant.
2. Proof of ownership:
  - a. Warranty Deed, Title Policy, or Contract for Deed, and
  - b. Signed authorization letter from the owner if other than applicant.
3. A written legal description of all property that is subject to this application. The legal description must contain the seal of a professional land surveyor, registered in the State of Wyoming. The applicant must provide the legal description in "Word" format for advertising/publication purposes.
4. A Statement demonstrating that the proposed Zone Change Request is generally consistent with the Goals, Strategies and Actions of the Comprehensive Land Use Plan, including the Future Land Use Map. In addition, the staff will provide a summary at the Planning & Zoning Commission meeting.
5. Site Plan and Vicinity Map.
6. Statement of purpose and need.
7. Ingress and egress should be provided to each parcel by a binding and recordable easements of not less than forty (40) feet in width to a public road unless specifically waived by the Board.
8. Provide a completed affidavit (attached) that must accompany the adjacent property owners listing (attached), attesting that the submittal includes true and accurate listing of the adjacent/abutting property owners as reflected in the records of the Carbon County Assessor's Office.
9. Provide copies of the Current Notice of Valuation(s) for the subject property. Notice of Valuation(s) can be obtained from either the County Assessor's Office or from the County's website.
10. Current Tax Certificate(s) – must be signed by the Carbon County Treasurer or authorized deputy.
11. The applicant shall post a sign on the approach to the subject property not less than fourteen (14) days prior to the Planning & Zoning Commission meeting date. The Planning Department will provide the applicant a sign and approve the posting location. The Applicant/Owner should provide digital photos of the posted sign with date and time stamps and submit the photos to the Planning Department.

**OPTIONAL INFORMATION THAT MAY EXPEDITE REVIEW.** This information is typically required for subdivision and building permit applications.

1. Wyoming Dept. of Environmental Quality:  
Septic/Wastewater Permit(s)-application submitted? Yes ☐ No ☐ Pending ☐  
Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
2. Wyoming State Engineer's Office:  
Well water permit(s)-application submitted? Yes ☐ No ☐ Existing ☐  
Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_
3. Survey Map must contain the seal of a professional land surveyor, registered in the State of Wyoming.

**I do hereby certify that the foregoing representation and attachments are true and correct to the best of my knowledge.**

**Curtis E. James and  
Brenda F. James**

**PRINTED SIGNATURE-landowner**

**Curtis E. James and  
Brenda F. James**

**PRINTED SIGNATURE-applicant**

Date: 12/10/2021

*Curtis E. James*  
*Brenda F. James*

**SIGNATURE-landowner**

*Curtis E. James*  
*Brenda F. James*

**SIGNATURE-applicant**

*3-22-23*

**DATE**

*3-22-23*

**DATE**

**CARBON COUNTY**  
**Department of Planning and Zoning**

215 West Buffalo, Suite 317

Rawlins, WY 82301

Tel (307) 328-2651 FAX (307) 328-2735

**C. C. P. Z.**

MAR 22 2023

[www.carbonwy.com](http://www.carbonwy.com)
Current Application Fee **Plus** public notice costs.Case File No. MIN SUB CASE #2023-01
**DATE RECEIVED**
**APPLICATION FOR A MINOR SUBDIVISION/RECORD OF SURVEY**  
 (Please Print or Type)
Name of Minor Subdivision Plat/Record of Survey: JAMES MINOR SUBDIVISIONApplicant: Curtis E. and Brenda F. James Date: 03/22/2023Mailing Address: P.O. Box 1167 Saratoga, WY 82331 Phone: (307) 399-8645Email Address for all notifications: bjames@carbonpower.netOwners (if **not** Applicant): Curtis E. and Brenda F. James Date: 03/22/2023Mailing Address: P.O. Box 1167 Saratoga, WY 82331 Phone: (307) 399-8645Email Address for all notifications: bjames@carbonpower.netName of Developer: N/A Date: \_\_\_\_\_Mailing Address: N/A Phone: \_\_\_\_\_Email Address: N/A
**LEGAL DESCRIPTION OF THE PROPERTY(S):** (attach additional sheet(s) if necessary)
GEO/Parcel Identification Number(s) (PIN) #: 06-18833310001400 and 18833310004100Quarter Sections NE1/4 Section 33 Township T18N Range R83WSubdivision Name JAMES MINOR SUBDIVISION Block N/A Lots 1 - 5Site Address or Location: Approximately 4.5 miles northeast of Saratoga off Carbon County Road #205  
(Lake Creek/205 Extension Road) on the south sideLot or Parcel Size: 29.84+/- acres (total for entire minor subdivision)

(Lot 1 = RRA-9.94; Lot 2 = RRA-4.98; Lot 3 = RRA-4.98; Lot 4 = RRA-4.97; Lot 5 = RRA-4.97)

Existing Zoning: RD-20 and RRA-10Density: 1 principal dwelling unit and accessory structures for each lotProposed Zoning: RRA (Lot 1 = RRA-9.94; Lot 2 = RRA-4.98; Lot 3 = RRA-4.98)Proposed Zoning: RRA (Lot 4 = RRA-4.97 and Lot 5 = RRA-4.97)

**In accordance with Section 1.15 Adequacy of Applications, the application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application.**

If additional information is necessary, please include attachments and use page 5.



**-SIGNATURE PAGE-**

I do hereby certify that the foregoing  
representations and attachments are true and correct to the best of my knowledge.

Curtis E. James and Brenda F. James

PRINTED SIGNATURE-landowner

Curtis E. James Brenda F. James 3-22-23

SIGNATURE-landowner

DATE

Curtis E. James and Brenda F. James

PRINTED SIGNATURE-applicant/acting agent/developer

Curtis E. James Brenda F. James 3-22-23

SIGNATURE-applicant/acting agent/developer

DATE

**ATTACHMENTS:**

Affidavit and APO Listing

Tax Certificate

Current Fee Schedule

Date: 03/22/2023

Rezoning Proposal and Minor Subdivision – James Minor Subdivision

Acreage: Approximately 29.84 acres  
(GEOS/PINS #: 18833310001400 and 18833310004100)

Requests:

- Zone Change Request from RD-20 and RRA-10 to RRA (Lots 1 thru 5):
  - Lot 1 = 9.94 Acres (RRA-9.94)
  - Lot 2 = 4.98 Acres (RRA-4.98)
  - Lot 3 = 4.98 Acres (RRA-4.98)
  - Lot 4 = 4.97 Acres (RRA-4.97)
  - Lot 5 = 4.97 Acres (RRA-4.97)
- Minor Subdivision Request to subdivide the 29.84-acre parcel into five (5) separate lots

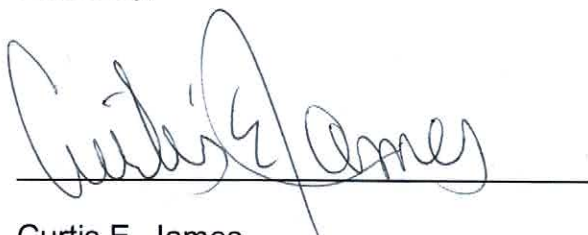
Statement of Purpose and Need:

We purchased these two properties in February and April, 2007, and we would like to subdivide the 29.84-acre parcel into five (5) separate lots. Carbon County Road #205 and a BLM ROW-WYW-145966 provides access to Lots 1-3 as well as a proposed 40 foot utility and access easement that will provide access to Lots 4 and 5.

We would like to have the opportunity to sell these lots to potential buyers who would be able to build homes and accessory structures on these lots. In order to apply for building permits to build, we need to bring the 29.84-acre parcel into compliance with both the current Carbon County Zoning Resolution of 2015, as amended, and the Carbon County Minor Subdivision Regulations, as amended.

The RRA Zone District is more appropriate and suitable for this area and the affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of this area. We are requesting that the both the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners approve both the zone change and minor subdivision requests. In addition, we are requesting that the 5 acre minimum lot size in the RRA Zone District be waived for Lots 2-5 of the proposed James Minor Subdivision.

Sincerely,



Curtis E. James  
(Applicant and Land Owner)



Brenda F. James  
(Applicant and Land Owner)



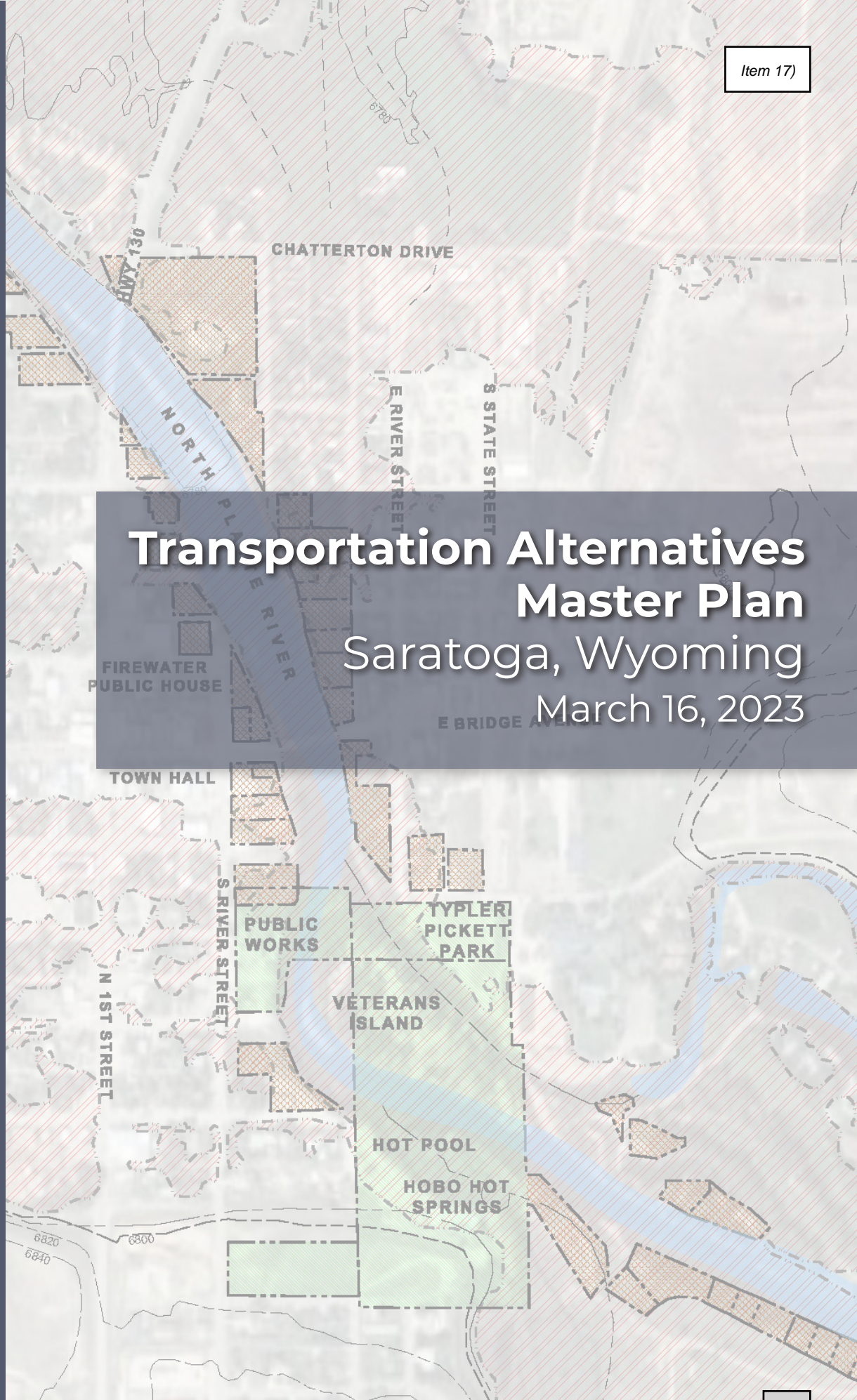


PLANNING  
& DESIGN



Item 17)

# Transportation Alternatives Master Plan Saratoga, Wyoming March 16, 2023







**March 16, 2023**

McCall Bureau  
Chairman Planning & Zoning Commission  
Saratoga Town Hall  
110 E. Spring Avenue  
Saratoga, WY 82331

RE: Saratoga Transportation Alternatives Master Plan

Dear McCall and Members of the Selection Committee:

The OV/Studio CPG team is excited about the opportunity to work with the Town of Saratoga! We have a strong track record of success in community driven planning processes and have extensive experience in developing implementable and action-oriented plans. As an example, we are currently working with Evergreen, Colorado on a lake front trail project where we led a community focused planning process that identified the trail as a high priority element, we assisted Evergreen with obtaining funding for design and construction, we managed the design and professional services processes for Evergreen and we are currently Evergreen's Project Manager for its' construction. We invested our time and energy with Evergreen to understand their vision and needs and to help them achieve success on a critical portion of their Trails Master Plan. The Town of Saratoga is seeking a similar citizen supported and actionable Transportation Alternatives Master Plan. A Plan that addresses trails and sidewalk deficiencies and that has concrete and substantive implementation information to effectively communicate the plan recommendations and opportunities to elected officials, the community and potential funding partners. The ultimate goal is to set the stage for obtaining implementation and maintenance funding and progressing through design and construction to realize catalytic improvements for the Town of Saratoga. The OV/Studio CPG Team is committed to getting involved with Saratoga, to taking the time to get to know citizens, leaders and business owners and to setting Saratoga up for success!

We have assembled a world class team to partner with you on this important project.

Our Project Manager, **Chris Vogelsang**, has nearly 30 years of experience working with communities solving transportation challenges and building community support. He has specific expertise in multi-modal connectivity planning and has worked with small communities from the start of the planning process of developing a community vision and fleshing that out into an actionable plan to identifying and securing funding for implementation and all the way to design and construction of projects identified in those plans. He is an approachable and effective communicator with unique skills that blend planning, engineering, implementation and community support facets of projects into well-crafted, action oriented and community supported plans.

**Beth Vogelsang, AICP**, also has nearly 30 years of experience in developing community sourced and supported plans. She has broad expertise in the planning arena and recently has been developing plans to strengthen and support healthy rivers, active connections and community support. She will bring that experience and expertise to bear on this project and is also tasked with leading our public and stakeholder engagement process.

**Brian Pille, RLA**, has a focused expertise in trail planning and facility design and recently supported the development of high-level concept connectivity plans in Saratoga in order to advance the planning process. He thrives on collaborative problem solving and engaging with communities and is extremely excited to get to know the Town of Saratoga even better over the next year.

**Delbert McOmie, PE** will lead our Wyoming Department of Transportation interface efforts. He has more than 40 years of experience in the building and highways industry including serving as the Chief Engineer of the Wyoming Department of Transportation and has intimate knowledge of WyDOT's project development process, standards and funding mechanisms.



## This Team will deliver the Plan the Town of Saratoga needs to realize their vision of the future!


Important Team qualifications that we bring to the table are:

- We successfully lead transportation planning projects focused on **accessibility and ADA compliance** learning valuable lessons to improve connectivity and pedestrian safety.
- We offer **national perspectives and best practices** from a shared portfolio of work for public sector clients seeking equitable access to public spaces, facilities and businesses.
- We bring **hands-on experience with the evolution of small towns, commercial districts and evolving communities**, and our team members have been intimately involved with small town planning since the 1990s.
- Our team consists of experts on current and **future trends in planning, design, and transportation, and experience in inclusive public engagement**.
- Team members are **currently working on connectivity and riverfront projects that are directly relevant to the Town of Saratoga's needs**.
- We design improvements with an emphasis on **sustainability** – we want improvements located in the public right-of-way and paid for by the taxpayers **to last**. Our experience in preparing phased construction documents and cost estimates will be leveraged to ensure that **recommendations are implementable** and costs are realistic.
- We are **solutions-based planners**, currently working with elected and appointed officials to find solutions to the pressing challenges of growing communities, including financing and maintenance of public assets and designing multi-modal/alternative transportation frameworks for the future.

We are excited about the possibilities and eager to begin our partnership with the Town of Saratoga on this transformative process! Please feel free to contact me with any questions you may have about our proposal. I can be reached by phone at 303-898-8042 and email at [chris@ovllc.com](mailto:chris@ovllc.com).

Take care and I hope to hear from you soon.

Sincerely,



Chris Vogelsang, PE (CO/CA)

Principal

OV Consulting

[chris@ovllc.com](mailto:chris@ovllc.com)

303-898-8042

# Project Understanding and Approach

## Understanding the Project

The Town of Saratoga seeks a citizen supported and actionable Transportation Alternatives Plan that address trails and sidewalk deficiencies and that has concrete and substantive implementation information to effectively communicate the plan recommendations and opportunities to elected officials, the community and potential funding partners.

Important Plan Goals and Objectives include:

- Safety and access improvements for all people including pedestrians, cyclists, and people with disabilities
- Placemaking for existing and new destinations to foster community and expand gathering spaces
- Improved connectivity for all modes of travel to and across the river
- Improved connectivity for the youth population, including walkability, bikeability, safe routes to schools, access to the library, recreation, open space and businesses
- Transportation and access improvements appropriate to the small town context and unique character of Saratoga

A planning process that is successful for the Town of Saratoga will develop this key information:

- Robust community and stakeholder engagement process that provides a measurement of support for the Plan
- Project phasing and implementation plan
- Project costs including design, construction and construction management
- Potential funding sources and project synergies including partnerships with the WYDOT HWY 130 scheduled improvements
- Required maintenance obligations and costs
- Illustrative materials that effectively communicate the plan recommendations and opportunities to elected officials, the community and potential funding partners

This Plan needs to address multiple needs including improved mobility for all citizens through an ADA Transition Plan, safe and convenient access to key land uses including schools, library, community center, and parks and recreation, and future

opportunities along the North Platte River.

Our project approach and methodology are informed by specific knowledge of Saratoga and its' context:

- The Plan needs to create a defensible framework for improvements that advance the community's vision and core values.
- The Plan should identify sequential recommendations for accessibility and connectivity improvements within the town and to – and along - the river.
- The Plan should establish a vision for future accessibility and regional connectivity by improving pedestrian safety throughout the community.
- The Town straddles the North Platte River, and there are only two crossings that serve both vehicular and pedestrian traffic.
- Residents and visitors congregate along the river's edge and at the hot springs, but almost all access is currently "ad hoc". The Hobo Hot Springs (adjacent to the river) is a popular regional attraction, but parking and accessible pedestrian access is limited and erosion along the river's edge is a concern.
- The Town is in the process of assembling city-owned parcels into a concentrated and dedicated recreational area that would connect town parks, Veterans Island and the Hot Springs amenities. Existing public streets and associated right-of-way are positioned to create a strong system of connections to and along the river's edge, connecting downtown and commercial businesses directly to the river and linking city-owned recreational assets and amenities.
- There are existing pedestrian safety concerns at critical intersections along Highway 130, especially at Bridge Street and other downtown intersections; sidewalks are at the back-of-curb and radii at the pedestrian crossings are small (10' – 15'). There are often drain inlets at the pedestrian crossings in the curbs and many do not meet current ADA/PROWAG standards.
- Sequencing of improvements is critical to the overall success of Master Plan. Connecting the Hayden Ranger Station and Trailhead to downtown along Highway 130 should be considered an important component and priority to improving pedestrian access and safety.

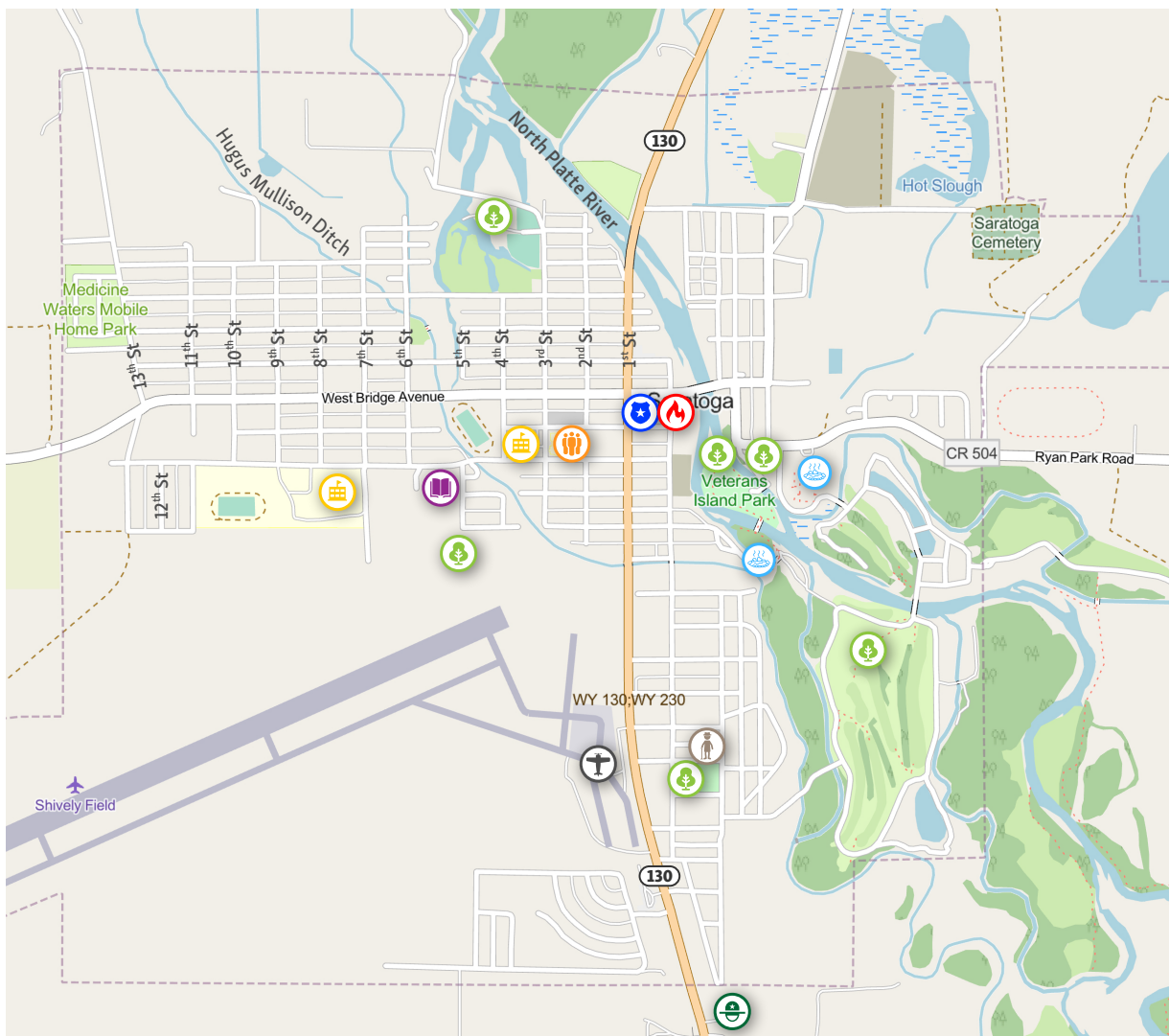


- There are significant opportunities to create a series of secondary loop trails between the riverfront and hot springs.

Our planning process starts with establishing the community's vision. This vision will guide the plan development process throughout the next year. It is vitally important to seek out all voices and to incorporate their input so the resulting plan has a solid foundation of community support behind it. Rural communities pose special challenges to robust citizen involvement. Key steps are to meet people where they are and to take the time to get to know Saratoga, its citizens and its particular needs and desires. Saratoga needs professionals that are

committed to getting involved with Saratoga, to take the time to get to know citizens, leaders and business owners and who put the needs and vision of Saratoga first. **Creating the right team for the Town of Saratoga that will help it reach its' goals with this planning process is a key part of our project approach.** The OV/CPG Team includes knowledgeable, committed and experienced professionals that will partner with the Town of Saratoga on this important project. The Team Organization Chart illustrates our project team makeup and the paragraphs following highlight our key staff and why we are the right team for this project.

### Town of Saratoga Key Land Uses, Transportation System and Natural Features



## Bringing the Right Team

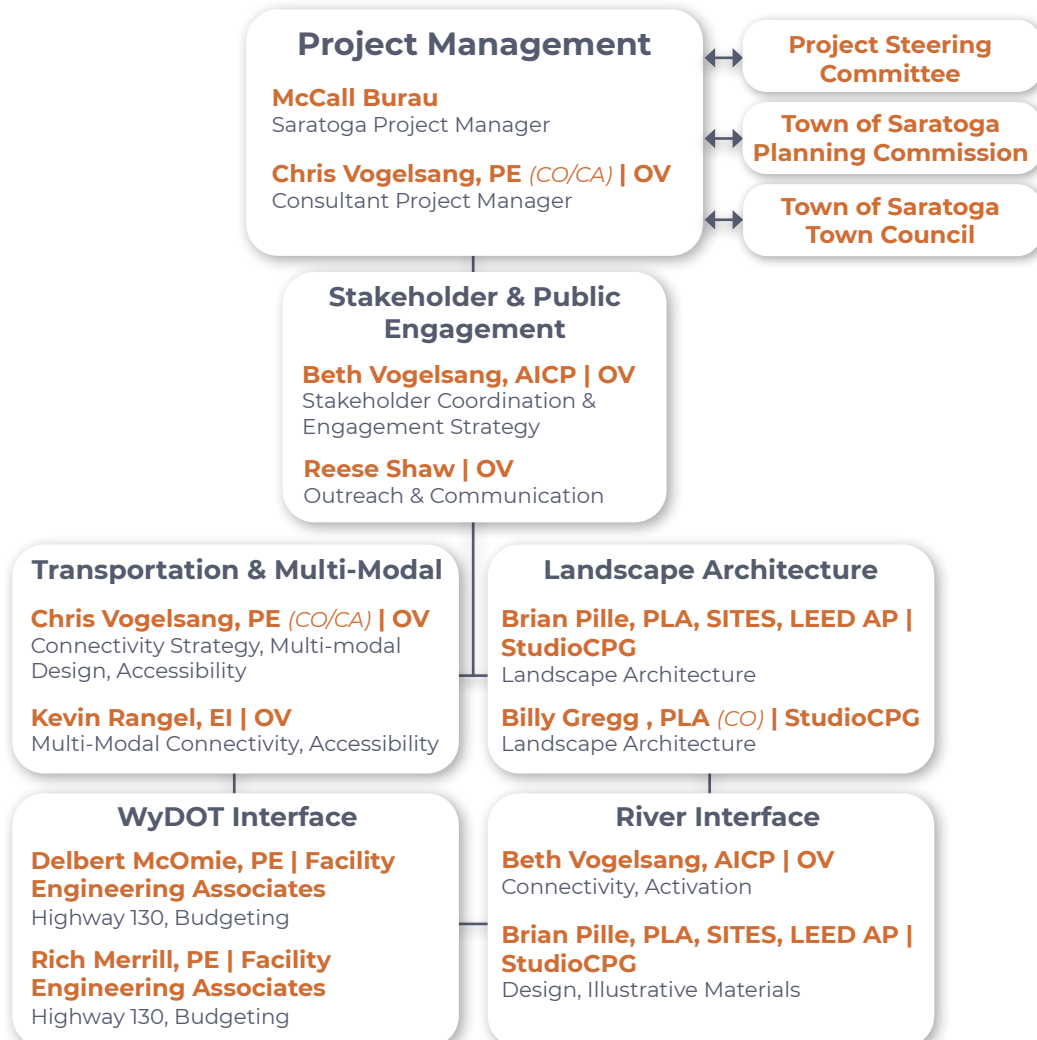
Our Project Manager, **Chris Vogelsang**, has nearly 30 years of experience working with communities solving transportation challenges and building community support. He has specific expertise in multi-modal connectivity planning and has worked with small communities from the start of the planning process of developing a community vision and fleshing that out into an actionable plan to identifying and securing funding for implementation and all the way to design and construction of projects identified in those plans. He is an approachable and effective communicator with unique skills that blend planning, engineering, implementation and community support facets of projects into well-crafted, action oriented and community supported plans.

**Beth Vogelsang, AICP**, also has nearly 30 years of experience in developing community sourced and supported plans. She has broad expertise in the planning arena and has recently developed plans along the South Platte River in Denver, to strengthen and support healthy waterways, active connectivity and community based placemaking. She will bring that experience and expertise to bear on this project

and is also tasked with leading our public and stakeholder engagement process.

**Brian Pille, RLA**, has a focused expertise in trail planning and facility design and recently supported the development of high-level concept connectivity plans in Saratoga in order to advance the planning process. He thrives on collaborative problem solving and engaging with communities and is extremely excited to get to know the Town of Saratoga even better over the next year. He is a registered Professional Landscape Architect with the State of Wyoming.

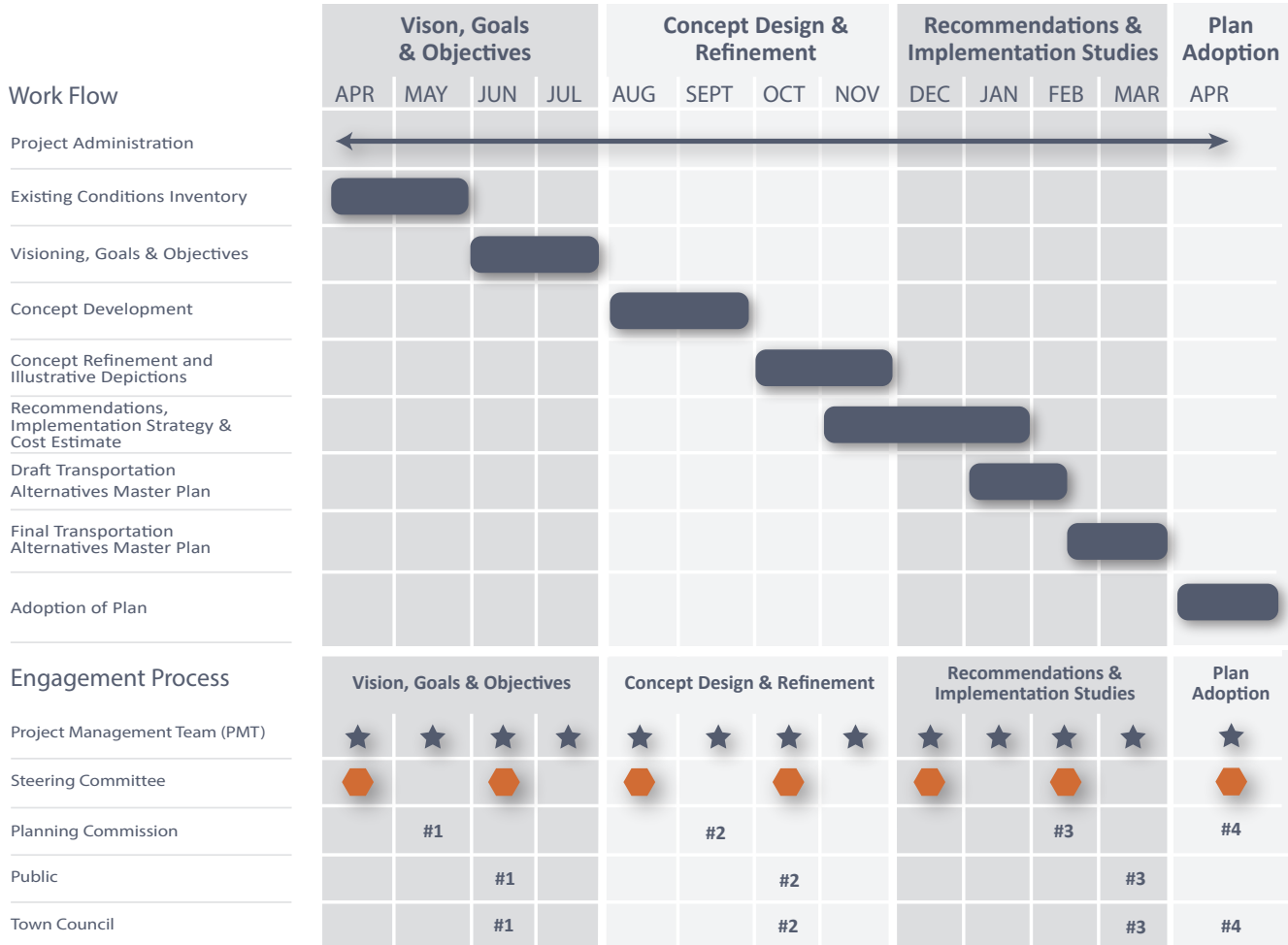
**Delbert McOmie, PE** will lead our Wyoming Department of Transportation interface efforts. He has more than 40 years of experience in the building and highways industry including serving as the Chief Engineer of the Wyoming Department of Transportation. While at WyDOT Del was responsible for the planning, design, construction, and maintenance of the state's highway system and has intimate knowledge of WyDOT's project development process, standards and funding mechanisms.



## Project Methodology

We have carefully considered the information included in the RFP and developed a comprehensive project process that will meet the Town's goals and deliver the ten key deliverables outlined in the RFP. The work flow section of the project schedule below lays out our proposed planning process and highlights the coordinated meeting and engagement process.

### Saratoga Transportation Alternatives Master Plan Project Schedule | 12 - Month Schedule



## Scope of Work

### Project Administration

The Task involves project management duties and responsibilities. Under this Task OV Consulting will perform the following:

- Direct all project work including staff assignments, progress tracking, budget oversight and quality control
- Meet monthly with the Project Manager/Project Management Team
- Facilitate coordination meetings with the steering committee to report on project status, resolve issues and identify additional needs
- Prepare agendas, materials and take meeting notes
- Form and maintain stakeholder registry for communications and project involvement purposes
- Develop monthly invoices and written progress reports

#### **Deliverables:**

- Monthly PM meetings
- Bi-monthly Steering Committee meetings
- Agendas, meeting materials and meeting notes
- Stakeholder registry
- Monthly invoices and written progress reports

### Public Engagement

The Public engagement Task is discussed in detail in the “Meaningful Public Input and Innovative Engagement” section of this proposal.

#### **Deliverables:**

- Develop a steering committee of trail user, invested parties and stakeholders
- Develop a Public Involvement Plan that outlines strategies for meaningful public involvement to define Plan goals and objectives
- Facilitate Visioning workshops for Town officials and the public
- Coordinate materials, logos, events, milestones, etc. for public engagement
- Develop and run public meetings
- Provide website materials and content, up to three web based surveys, focus groups and stakeholder interviews in the way of providing multiple channel/platforms for public engagement
- Gather, synthesize and incorporate the input for proposed projects
- Prepare a summary of the outreach methods and responses to be included in the final Plan appendices
- Ensure the final Plan is a fair representation of the participation of the citizens and provides a measurement of support for the final Plan

### Existing Conditions Inventory

This task involves performing an inventory of the Town of Saratoga’s sidewalks including accessibility and quality. This inventory will be used to help determine priorities and budget for maintenance and upgrades in order to bring sidewalks and curb ramps into ADA compliance (Item #5 in section 2 of the RFP). We will also review previous plans and documents related to transportation in order to incorporate them into the planning process.

#### **Deliverables:**

- Inventory of existing Town sidewalks, including accessibility and quality.
- A system to determine the priorities and budget for maintenance and upgrades of the items in order to bring to ADA compliance.

### Visioning, Goals & Objectives

We will work with the community to develop concurrence on a Vision that this project can support. This will lead to the development of goals and objectives for the Plan to be vetted with the community as well. These elements will guide the Transportation Alternatives Master Plan development.

**Deliverable:**

- A cohesive Vision for developing sidewalks and trails in the Town of Saratoga while establishing a model for sustainable maintenance and fiscal support.

**Concept Development**

Once the Visioning process is complete, the Team will work to develop draft project ideas, alignments and concepts for review and refinement. This will involve evaluating a cohesive set of potential improvements that work together to meet the Vision, Goals and Objectives of the Plan.

**Deliverables:**

- Recommendations for discrete projects including alignments and widths
- Plan view map of potential concepts

**Concept Refinement and Illustrative Depictions**

We will review the location and targeted use of each segment of the alternatives plan and locational information, provide detailed material recommendations including maintenance recommendations in the form of labeled plans and supporting graphics (photo imagery, construction detail cross-sections and specifications). We will also develop and illustrate interpretive themes, user type and trail prototypes and prototypes for trailhead access points.

In addition, wayfinding and signage are critical components to transportation planning, and impart important information to diverse user groups regarding access and safety. These elements can be combined with interpretive educational exhibits and town identifiers to create trail and signage components that are cohesive and reflect the spirit and values of Saratoga. Existing and potential audiences—Saratoga residents, Saratoga decision-makers, regional users, and tourists—create a need for thoughtful, educational wayfinding. The overall goal for the Transportation Alternatives Master Plan is to develop awareness of the system and its value to the Saratoga community, to establish the civic support required to create community ownership, and for adequate future operating and capital funding. The specific objectives are:

- Create awareness of the Town of Saratoga Alternative Transportation System and the value it brings to the city and residents of Saratoga as their “backyard”
- Develop an awareness that each component is owned by the city/residents and is a unique part of the Saratoga community
- Create awareness of the role that each segment of the Transportation Alternatives Master Plan plays in the greater context of community connections and for quality of life, ecological protection, watershed value, and scenic backdrop
- Develop an identity: clear message, positioning, and visual cohesion
- Implement effective and targeted wayfinding to increase awareness among key audiences

**This Task includes:**

- Review final system framework and layout
- Prepare Draft Materials Plan: layout, locational information, material
- Assemble Supporting Graphics: Imagery, Cross Sections
- Identify Maintenance Requirements for each recommended material
- Review Draft Materials Plan with Town Staff
- Revisions, as necessary
- Identify educational requirements based on location: safety, directional, ecological, historical
- Develop conceptual wayfinding and signage palettes based on above requirements
- Create Locational Wayfinding and Signage Plan and Supporting Graphics
- Refinement, as necessary based on stakeholder comments, public comments, staff comments

**Deliverables:**

- Draft Materials Plan and Supporting Graphics that support the goal to establish a safe and cohesive look and feel for all Saratoga trail corridors.
- Final Materials Plan and Supporting Graphics
- Wayfinding and Signage Plan, Draft and Final including supporting graphics

## Recommendations, Implementation Strategy and Cost Estimate

We will utilize the outcomes of the Concept Refinement Task to develop specific recommendations, and implementation strategy with clear action steps and cost estimates. Key factors for the implementation strategy will be community input, project importance, project complexity, project readiness, project cost and project synergies with other projects in the Plan or by others such as WyDOT. The resulting implementation plan will give clear direction to the Town on next steps and will provide a roadmap for successful project development.

The process to develop a Maintenance and Management Model requires an understanding of current conditions and maintenance approaches. Our team will review Town of Saratoga data ranging from current maintenance policies to current and past budgets, including line-item details. We have included time for one-on-one interviews with critical town staff to gain insight and perspective into current operations as well as any gaps and needs not currently addressed or available. Recommendations will be developed that are based on Best Management Practices, and will include task management, maintenance standards, task performance frequency, criteria for third-party contracting, staffing and organizational structure, and anticipating impacts from new and/or future system amenities and assets. The final plan will include spreadsheets for use by town staff in the preparation of funding requests/needs. We will also develop Inspection Checklists for use by town staff to track maintenance tasks/needs.

This Task includes:

- Assemble existing inventory data; identify data gaps; complete inventory as needed
- Quantify final recommendations: location, materials
- Prepare Maintenance Model Spreadsheet, Draft 1 for review/comment by Town Staff
- Revisions, as necessary
- Development Maintenance Plan based on feedback from Town Staff

### Deliverables:

- Maintenance and Management Plan, Draft 1 and Final Draft
- Implementation Plan including project phasing and costs for development
- Cost estimates for total implementation of the Master Plan including engineering and professional services costs, construction and materials costs
- 5- year Action Plan for Town planning and budgeting purposes
- Outline of potential partnerships with WyDOT regarding improvements along HWY 130

## Draft and Final Transportation Alternatives Master Plan

We will produce a draft Transportation Alternatives Master Plan for Town review and input. Comments and suggestions received will be incorporated into a Final Transportation Alternatives Master Plan that is ready for adoption by the Town Council.

### Deliverable:

- Draft and Final Transportation Alternatives Master Plan

## Town Council Adoption

We plan to interface with the Town Council up to four times at the key planning process milestones so that they are involved and knowledgeable about the process and any comments or suggestions they may have can be incorporated into the Plan as it develops. This will facilitate a successful Plan adoption process. We will support the Town Council adoption process by presenting the Final Plan to the Town Council and responding to questions and input.

### Deliverable:

- Presentation to Town Council at adoption



The minimum desired process and outcomes for this Project were detailed in Section 2 of the RFP. Our proposed Plan Development Approach will deliver all the required minimum items plus other value add items we have described in this section. In order to be clear where each of the minimum required items is included, we have developed the table below showing the required elements listed in section 2 of the RFP and the corresponding number and which Task of our proposed Plan Development Approach includes each item.

Item #	Description	Included In Proposed Plan Development Approach Task
1	A cohesive vision for developing sidewalks and trails in the Town of Saratoga while establishing a model for maintenance and fiscal support	<ul style="list-style-type: none"> <li>• Visioning, Goals &amp; Objectives;</li> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
2	Recommendations for discrete projects, phases, costs for development	<ul style="list-style-type: none"> <li>• Concept Development;</li> <li>• Concept Refinement &amp; Illustrative Depictions;</li> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
3	Articulating strategies for implementing the plan with clear action steps	<ul style="list-style-type: none"> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
4	Estimating an annual budget amount to sustain a pathways and trails program at the future levels of infrastructure as recommended in the Plan and suggesting management models for pathways program.	<ul style="list-style-type: none"> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
5	Inventory of existing Town sidewalks including accessibility and quality. Provide a system to determine the priorities and budget for maintenance and upgrades of the items to bring into ADA compliance.	<ul style="list-style-type: none"> <li>• Existing Conditions Inventory</li> </ul>
6	Recommend surface types, materials, widths, etc. to establish a safe and cohesive look and feel for all Saratoga trail corridors. Illustrative prototypes encouraged.	<ul style="list-style-type: none"> <li>• Concept Refinement and Illustrative Depictions</li> </ul>
7	Illustrative path depictions including interpretive theme, user type and trail prototypes, prototypes for trailhead access points, and wayfinding signage hierarchy.	<ul style="list-style-type: none"> <li>• Concept Refinement and Illustrative Depictions</li> </ul>
8	Review existing funding sources, research potential new revenue streams and provide a 5-year action plan to direct the Town moving forward. Include potential partnerships with scheduled WYDOT improvements on HWY 130.	<ul style="list-style-type: none"> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
9	Provide a cost estimate for the total implementation of the Master Plan including engineering and professional service costs, construction and material costs, etc.	<ul style="list-style-type: none"> <li>• Recommendations, Implementation Strategy &amp; Cost Estimate</li> </ul>
10	Production of Transportation Alternatives Master Plan for the Town of Saratoga including an ADA Transition Plan.	<ul style="list-style-type: none"> <li>• Draft and Final Transportation Alternatives Master Plan</li> </ul>



# Meaningful Public Input and Innovative Engagement

The Town of Saratoga Transportation Alternatives Master Plan project will require a thoughtful, multi-layered engagement strategy that effectively identifies the priorities of Saratoga's tight-knit community. Anchoring the Master Plan in the wishes of those who call Saratoga home is essential for building a future mobility network that supports residents while welcoming visitors from across the landscape. The OV/CPG Team brings the right combination of technical expertise and community understanding to foster a successful and collaborative engagement process. Our Team's extensive in-person and online experience with engaging different stakeholders has led us to identifying three essential components of a successful outreach strategy for Saratoga: the formation of a Steering Committee, Public Engagement, and collaboration with Town Council.

## Steering Committee

Central to a successful master plan will be the formation of a Steering Committee. OV/CPG will work with the City of Saratoga to identify Steering Committee members including trail users, interested residents or businesses, key civic stakeholders and relevant Public Agency participants. This representative group is proposed to meet bi-monthly and will be essential to the visioning process, development of goals and objectives, identifying concepts and solutions, and creating support for final implementation recommendations. The Team will work directly with Steering Committee members towards agreed upon solutions.



OV Consulting ~ Steering Committee Meeting

## Public Engagement

The project team will work with the City Project Manager to define a Public Involvement Plan that aligns Town of Saratoga Transportation Alternatives Master Plan objectives with the appropriate levels and tools for outreach. This Plan will include both synchronous, in-person touch points and asynchronous, web-based input opportunities. The

OV Team has extensive experience in developing adaptable public engagement programs that serve unique community needs.

Public Meetings and supporting online engagement tools will occur throughout the process and will be organized in a way to address the various outreach needs throughout the Plan's development. This Team brings the breadth of communication expertise and understanding of project work to manage this concurrent range of activities.

## In-person Community Input

For Saratoga, we anticipate 3 major in-person public touchpoints at key steps in the planning process:

1. Visioning and Goals/Objectives Workshop (Public and City Officials)
2. Concept Development and Refinement
3. Recommendations and Implementation

For each of these meetings, we will manage meeting logistics and administration, including notification, development of materials, running the meetings, and developing public input summaries at each milestone in the planning process. These meetings will be hosted in relevant, convenient locations such as the Platte River Community Center that encourage both planned and spontaneous participation to gather the most possible input. We will integrate that input in the planning process and proposed outcomes.



OV Consulting ~ Visioning Workshop

In addition, small focus groups can be developed as needed. We recognize the significance of small working group environments that allow us to discuss local needs and goals and to gain a more complete understanding of the communities we work in. We value an open and transparent communication process and have special experience in managing varied opinions and interests that can arise when collecting community input. By garnering support throughout the process, OV Team can achieve buy-in for the final plan and recommendations.

## Web-Based Input Opportunities

Providing asynchronous, web-based channels that are both computer and mobile friendly for disseminating project information and gathering input is a key element of today's planning processes. We propose creating a project web page either at a separate, project specific URL or under the www.TownofSaratoga.org website to act as a consistent source of project information for the community. The information would be updated at relevant milestones in the planning process such as Visioning, Concept Development and Refinement, release of the Draft Transportation Alternatives Master Plan and the Final/Adopted Transportation Alternatives Master Plan.

In addition, we have had great success in encouraging additional input to the planning process that would not normally be received at in-person touchpoints through the creation and promotion of project specific surveys at key milestones in the planning process. For example, creating an online survey to feed into the Visioning process will allow folks that were not able to attend the in-person workshop to provide input to that step of the planning process. We would develop milestone based surveys that have both quantitative and qualitative questions so that key input can be received but also so that we can gauge and measure the community's support for the Plan or aspects of the Plan.

We have had great success in smaller communities by promoting the surveys and website in both traditional formats such as on the Town's webpage News section or in the local paper or community newsletters but also through non-traditional methods such as table tents in restaurants and flyers in key locations and at key community events that contain brief project info and QR codes that link directly to the web page or survey. This has also been effective in reaching a wider audience such as visitors or County residents that live outside the Town boundaries.

## Town Council

In coordination with the City Project Manager, the project team will support the development of materials, presentations, and updates to town Council at four key milestones including Vision, Goals and Objectives, Concept Design and Refinement, Recommendations and Implementation and Plan Adoption. Although not specifically called out in the RFP, presenting project information at several regularly scheduled Planning Commission meetings during the project is a good way to keep elected officials and community leaders informed and engaged with the project.

The OV Team brings extensive community engagement experience to this project, and will elevate existing community avenues through their Public Involvement Plan to develop a strong foundation of understanding of Saratoga's community that will directly inform Saratoga's Transportation Alternatives Master Plan.

### How did you get here?

We're glad to see you – and curious about how you got here.  
Did you walk, ride or roll Downtown?

Tell us in a 7-question online survey by December 1st.  
Your answers will help influence future parking  
options along South Broadway and the Wellness District.

Thanks!



As a champion for Downtown Englewood,  
EDDA is working to make Downtown  
economically vibrant, connected, safe and green.

EnglewoodDowntown.com  
Facebook.com/Englewood.downtown  
Instagram.com/Englewooddowntown

OV Consulting ~ Table Tents for  
Survey Outreach in the Community

## Qualifications of the Firm



### OV Consulting

OV Consulting (OV), is a woman-owned Disadvantaged Business

Enterprise (DBE/MWBE) that has been providing planning and design services in the Denver region and surrounding states for twenty years. The firm specializes in tackling complex urban challenges through innovation in urban planning, placemaking, multi-modal connectivity and transportation design. In recent years, OV has expanded its practice to include planning that brings nature and resiliency to the urban footprint, supporting sustainable and livable community design. OV's technical success is built on a significant background in stakeholder coordination and community education, outreach and historic context that ensures community-supported solutions.

In recent years, OV has led numerous planning efforts including the City and County of Denver's Northwest Community Transportation Network Plan for bike and pedestrian planning and design, 41st & Fox Next Steps Study, the Washington Area Connectivity Study, and the Healthy River Corridor Study and South Platte River Needs Assessment examining the future of the South Platte River. OV has also worked on transportation, trails and multimodal projects with many smaller communities including Jefferson County, CO, Evergreen, CO, Gilpin County, CO, and Englewood, CO. Recent awards in innovative design and effective community buy-in include the Colorado Association of Stormwater and Floodplain Managers (CASFM) Grand Award for Engineering Excellence, the Colorado APA Award for Planning Excellence and the Transportation Solutions Champion Award.



### StudioCPG

Established in 2004, StudioCPG provides

professional landscape architecture services for municipal facilities that require collaboration with multi-disciplinary teams and municipal agencies.

The public realm is our focus and our passion. Landscape plays a vital role in mental and physical health of our communities, and we consider the programming and design of safe, accessible public spaces and corridors critical for the well-being of all residents.

StudioCPG's designs respond to and celebrate context. We design spaces and places for education

and social interaction that promote community. Working side by side with stakeholders, we explore solutions that respond to current and long-term programming needs that are fully integrated with evolving infrastructure requirements. Our solutions are sustainable, durable, and we work closely with maintenance teams to identify and create operational efficiencies.

StudioCPG is adept at creating a vision that is easily translated into implementable, phased construction documents. We shepherd each project through rigorous review and comment processes to ensure that final planning documents are comprehensive and compliant - and reflect the goals and objectives established by project stakeholders.

StudioCPG staff includes licensed landscaped architects, planners and graphic designers. We are adept public facilitators. We routinely partner with engineering firms on complex public facilities that ultimately meet and exceed client expectations.



### Facility Engineering Associates, Inc.

Facility Engineering Associates, P.C. (FEA) was founded in

1992 to provide support to owners and managers of existing facilities. For more than 30 years, we have helped clients with their facilities in all 50 U.S. states and in over 40 countries around the world. Our core services start with understanding the performance of facility assets, managing those assets with effective facility management, use of space, safety and security planning, efficient operational practices, and training and staff development.

FEA offers facility condition assessments, financial planning support, and engineering solutions to productively and efficiently improve the way you manage facilities. Over 3,000 Facility condition assessments for Wyoming Schools and State-owned buildings since 2006. To enable facilities that are resilient, safe, healthy, productive, and efficient, we use a life-cycle approach to facility management, offering strategic planning, performance management, FM technology, financial analysis, and workforce development consulting services. Organization assessment pilot project for the Wyoming Department of Corrections. To help you create safer and healthier environments for your facilities, we offer physical security, emergency preparedness, and emergency response and business resilience services. WYDOT Headquarters Fall Protection.



## Project Experience



### Evergreen Trails Master Plan, Jefferson County, Colorado

OV Consulting was the prime consultant on the Evergreen Trails

Master Plan for the Downtown Evergreen Economic District and Jefferson County in 2014-2015. The team developed a network of bike and pedestrian facilities linking downtown, Evergreen Lake, area schools and cultural destinations.

On-street bike and pedestrian facilities tie to existing trails making it possible for residents and visitors to walk and bike for recreational and active transportation purposes. An integrated way-finding system and branding effort was integral to increasing local awareness and enabling visitors to move with ease throughout the area.

#### Client Reference:

Liz Cohen

Evergreen Park & Recreation District

1521 Bergren Parkway, Evergreen, CO 80439

lcohen@eprd.co | 303.885.4054



### Evergreen North Lake Trail Phase 3 Design & Construction Services, Jefferson County, Colorado

Chris has worked closely with the Evergreen park and Recreation District (EPRD) on this project has acted as the agency Project Manager for the design phase of this project and is currently acting as the agency Project Manager for the construction phase. Chris has taken the project from Visioning through planning and concept development and into final design and construction. Through out this process he has worked closely with the Evergreen community and key stakeholders including EPRD, CDOT, the City and County of Denver, Jefferson County, the Evergreen Metropolitan District and Colorado Parks and Wildlife to build trust, establish open and transparent communication, and to keep moving the project forward. Chris worked closely with the EPRD to identify and secure significant project funding for each phase of this project culminating in a coalition of several funding sources totaling nearly \$5.5 million dollars for construction of the planned and designed improvements. The trail is a key connection in Evergreen and runs along the north side of Evergreen Lake and adjacent to Colorado State Highway 74. The improvements that were planned, designed and are now under construction will greatly enhance mobility in Evergreen, reduce annual funding and maintenance costs to EPRD and provide a key asset to the community.





### Englewood Forward Comprehensive Plan, Colorado

OV Consulting led the transportation element of the Englewood Forward

Comprehensive Plan, integrating comprehensive transportation planning with other related planning efforts including the Master Bicycle Plan, Englewood Complete Streets Toolbox, the Englewood Light Rail Corridor Plan and Walk and Wheel Master Plan, also managed by OV Consulting. The transportation element focused on the role and operation of key corridors and the local street network, parking strategies in support of downtown, potential opportunities for the integration of land use and transportation improvements to support placemaking, and markedly improved pedestrian environment and enhanced transit and bicycle mobility systems.

#### Client Reference:

John Voboril, Long Range Planner II  
City of Englewood | Community Development Department  
1000 Englewood Parkway, Englewood, CO 80110  
303.783.6820 | jvoboril@englewoodgov.com



### Englewood Walk and Wheel Master Plan & Update 2022 Colorado

OV Consulting was the prime consultant on the City of Englewood's Walk and Wheel Master Plan in a comprehensive bike and pedestrian plan sponsored by Kaiser Permanente in 2015. The project included a city-wide constraints analysis, identification of bike and pedestrian priority connections and the conceptual design of protected facilities critical to increasing active transportation options within the city, and enhancing the economic activity of the civic center. A robust project stakeholder involvement process, coupled with a signage program and community programming, support the growing awareness of mobility options within the city.

In 2022, the City of Englewood asked OV Consulting to perform an update to the original Walk and Wheel Master Plan.

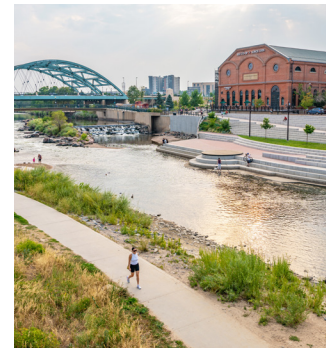






### Healthy River Corridor Study, City and County of Denver, Colorado

OV Consulting led a multi-faceted study of the South Platte River and associated tributaries through the City and County of Denver. The goals, objectives, evaluation, and recommendations of this study protect and enhance the space along the water's edge for riparian habitat, mobility options, recreational and open space, and the interface with adjacent land use. In addition, this study identified a cohesive direction and the associated benefits of a healthy river corridor and to set the stage for future investment.



### Gilpin County Comprehensive Plan, Colorado

OV Consulting was the Transportation lead for the Gilpin County Comprehensive Plan development for Gilpin County, CO. Gilpin County is a mostly rural county with a few pockets of urbanization that is experiencing growth and use pressure from recreation, tourism and Denver Front Range populations. The County contains a very diverse range of views and opinions regarding a path forward for the County that range from accelerating a recreation and tourism based economy to keeping things just like they are. Concerns about transportation and trail improvements catalyzing more use, traffic and resource pressure were key input themes from the general public during the Plan development process. OV Consulting worked with citizens, business owners, elected officials and other stakeholders to make sure all opinions and viewpoints were heard and to build consensus on transportation needs and improvements for the future. Maintenance and budgeting considerations were important to the County as were potential partnerships with the Colorado Department of Transportation for project opportunities. The Comprehensive Plan was well received by the County and adopted by the County Commissioners.



#### Client Reference:

Francois de Kock  
Olsson and Associates  
5700 Tennyson Parkway, Suite 100, Plano, TX 75024  
fdecokc@olsson.com | 214.473.2713

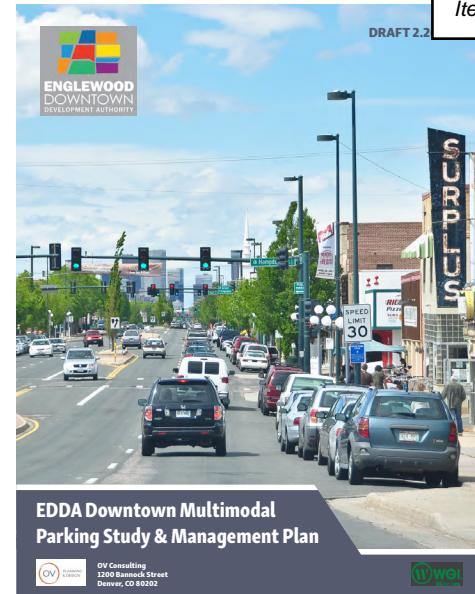


## Englewood Downtown Development Authority (EDDA) Downtown Multimodal and Parking Study, Englewood, Colorado

The EDDA is exploring opportunities for improved pedestrian, bicycle and transit connections in the Downtown Englewood area while also working through automobile parking supply, utilization and demand characteristics. The goal is to provide the best mobility and access to the Downtown area while leveraging existing assets and encouraging folks to travel via modes other than private automobile. OV's work on the project has involved numerous stakeholder and public interviews and meetings as well as meeting with key stakeholders and partners such as Craig and Swedish Hospitals, the City of Englewood Public Works Department, Englewood Police Department and business owners and employers in the area. The purpose of these meetings is to gather information and to start the process of developing partnerships that can be beneficial to everyone in the Downtown area. OV has developed a comprehensive plan and recommendations that are supported by the community and stakeholders and that are prioritized for implementation. The highest priority/early action items are currently in development with funding being secured for key elements. OV Consulting is leading the design and implementation efforts.

### Client Reference:

Hilarie Portell, Executive Director  
Englewood Downtown Development Authority  
1000 Englewood Pkwy, Englewood, CO 80110  
hportell@englewooddowntown.com | 720.810.3906



## How did you get here?

We're glad to see you – and curious about how you got here.  
Did you walk, ride or roll Downtown?

Tell us in a 7-question online survey by December 1st.  
Your answers will help influence future parking options along South Broadway and the Wellness District.

Thanks!



As a champion for Downtown Englewood,  
EDDA is working to make Downtown  
economically vibrant, connected, safe and green.

EnglewoodDowntown.com  
Facebook.com/Englewood.downtown  
Instagram.com/Englewooddowntown



### StudioCPG Client References:

City and County of Denver On-Call Landscape Architecture Services  
Stacie West, AICP, Parks Principal Planner, Denver Parks & Recreation, City and County of Denver  
stacie.west@denvergov.org | 720.913.0652

National Park Service: Site Assessments, Design, Costing, Graphic Support including Grand Teton National Park, Wyoming

Travis Kraft, Project Development Specialist, National Park Service  
Travis\_Kraft@nps.gov | 303.918.9997

Near Northwest Neighborhood Plan / Neighborhood Planning Initiative Accessibility/Connectivity including Quality of Life: Parks and Green Infrastructure for (4) neighborhoods include a segment of the S. Platte River Denver, Colorado

Sung Han, Sr. City Planner, Department of Community Planning and Development, City and County of Denver  
sungwon.han@denvergov.org | 720.865.2824

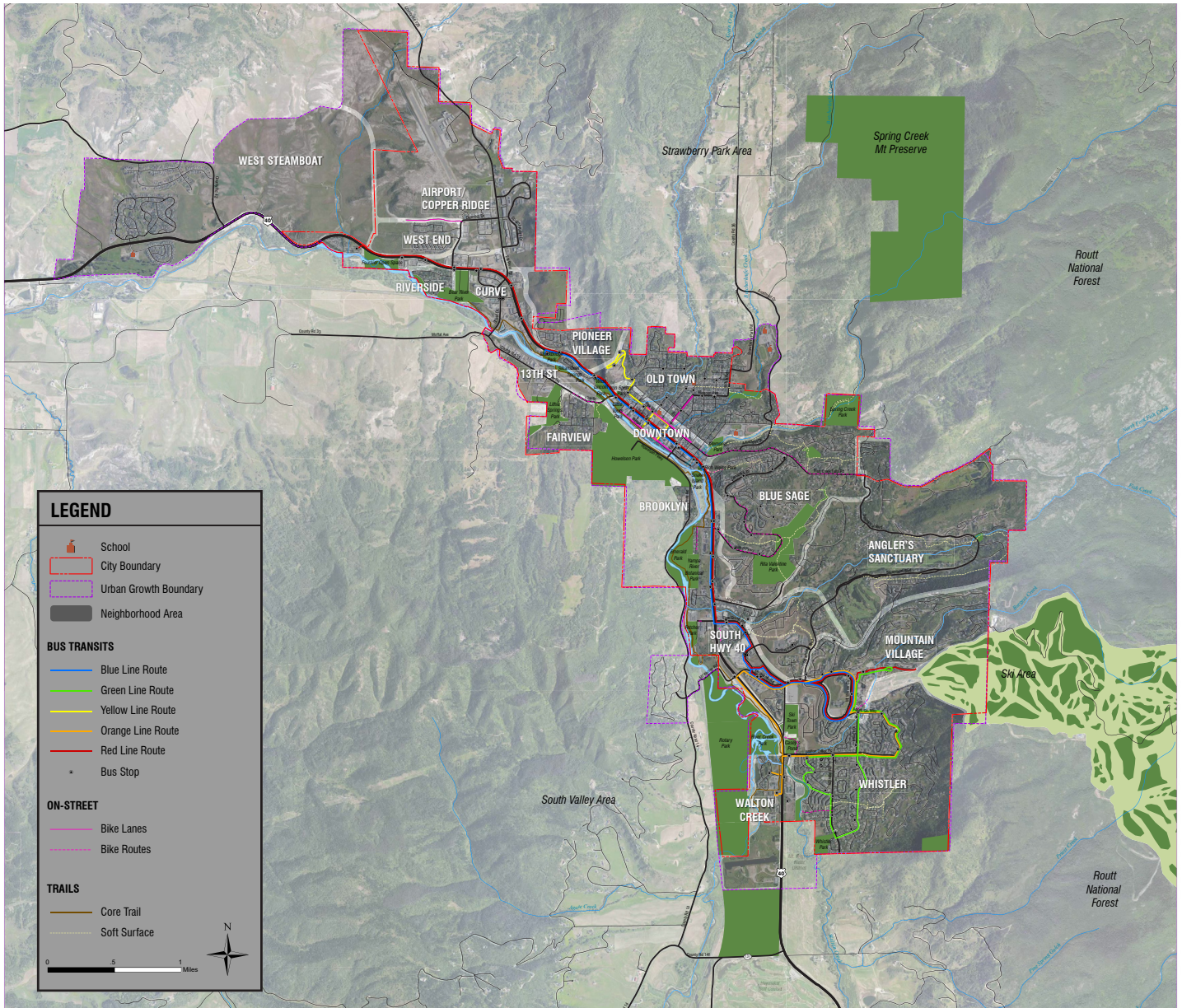
National Western Center: Riverfront Park, Denver, Colorado

Michael Bouchard, Program Director, Mayor's Office of the National Western Center, City and County of Denver  
michael.bouchard@denvergov.org | 720.913.8818



# STEAMBOAT SPRINGS AREA COMMUNITY PLAN

STEAMBOAT SPRINGS, COLORADO



**Client: City of Steamboat Springs**

**Description:** Growth and economic development continues to pique the community's interest in reviewing and amending policies related to future annexation and development and to preserve the heritage of the valley that is closely tied to ranching, agriculture and access to diverse recreation opportunities. StudioCPG was contracted to assist planning staff in addressing a broad range of planning issues including:

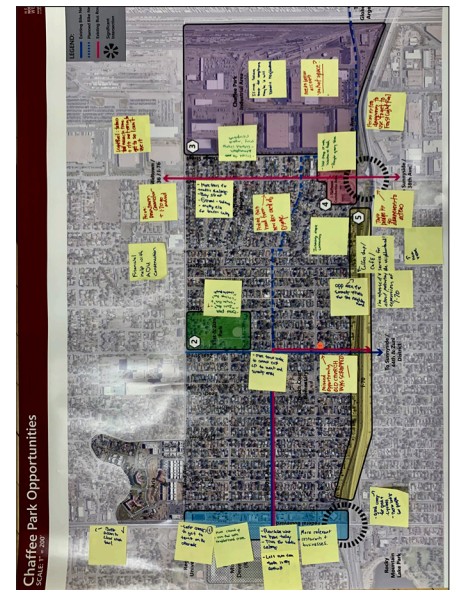
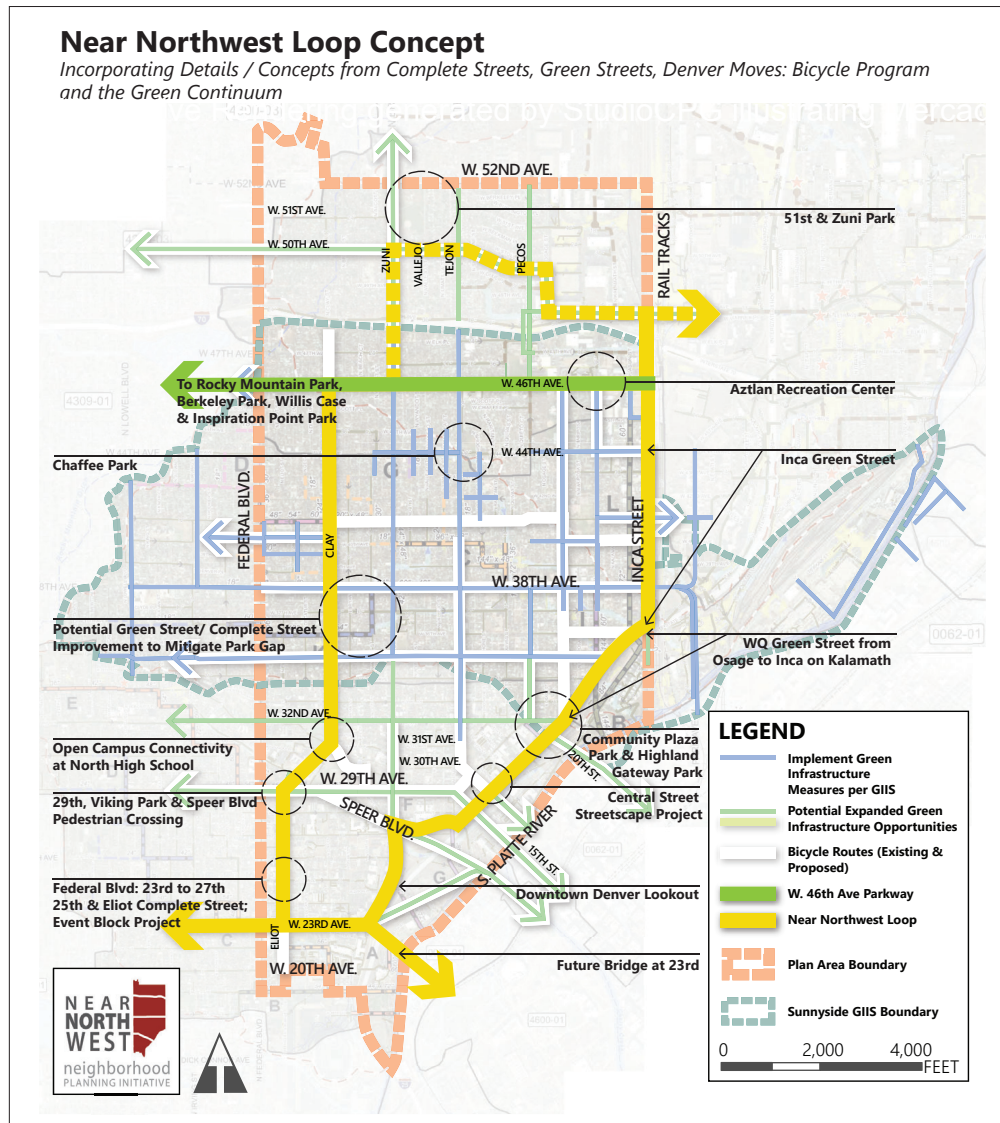
- Rapid population growth and changing economic and social conditions within the Yampa Valley;
- Accessibility and connectivity issues associated with the interface of the historic street grid with Colorado State Highway 40 and the Yampa River;

- Interest in collaboration between the City of Steamboat Springs and Routt County governments to jointly address planning issues; and
- Address critical topics of interest to the community, such as resource conservation, transportation, equitable accessibility to recreation, growth management, economic development and sustainability, and capital facilities.

StudioCPG reviewed stakeholder and public comment and in collaboration with city staff, generated alternatives for presentation and consideration by the public, including the assembly and integration of GIS into user-friendly diagrams and exhibits.



# NEAR NORTHWEST NEIGHBORHOOD PLAN: ACCESSIBILITY / CONNECTIVITY *Including the S. Platte River* DENVER, COLORADO



**Client:** City/County of Denver Community Development Department

## Description:

StudioCPG serves as the landscape architect with a targeted focus on Quality of Life components to the Near Northwest Neighborhood Plan under Denver's Neighborhood Planning Initiative. The planning effort spans 4 urban neighborhoods including a segment of the S. Platte River. StudioCPG was contracted to explore recommendations for park connectivity based on stakeholder input, identify opportunities for green infrastructure improvements and support public engagement and outreach efforts. Primary tasks include:

- Applying the (4) Guiding Principals of the Game Plan for a Healthy City (Denver's Parks/Recreation Master Plan) and in response to stakeholder input, prepare detailed recommendations for connectivity improvements that leverage existing park and right-of-way assets and explore strategic partnership opportunities.
- Applying the Green Infrastructure Implementation Strategy (GIIS) and the Ultra Urban Design Guidelines as well as localized planning efforts (Globeville Stormwater Systems Study), prepare detailed recommendations for green infrastructure improvements that leverage park, parkway, mobility recommendations, including assembly of supporting green infrastructure imagery to convey potential integrated improvements.
- Contribute to the community engagement process in the preparation of preliminary/refined recommendations and supporting graphics.



NATIONAL WESTERN CENTER  
**RIVERFRONT PARK**  
 DENVER, COLORADO



**PROGRAM ELEMENTS KEY:**

- 1 TRAIL UNDER BETTIE CRAM DRIVE**
  - Upstream connection to Pond H and CSU Water Resources
- 2 HISTORIC DELGANY FRAGMENTS**
  - Pipe cradle
  - Integrated with landscape
- 3 AMPHITHEATER**
  - Sandstone stage edge and front row seating
  - Grass slope seating
  - Adjacent lawn for expanded seating and river overlook
  - Cottonwood/snowberry community

- 4 RIVERFRONT TRAIL**
  - Main concrete trail parallel to National Western Drive
- 5 ROS ACCESS**
  - Maintenance and safety access
  - Mountable curb
- 6 POLLINATOR GARDEN**
  - Shaded picnic tables
  - Richly diverse plantings
- 7 CONNECTION TO THE RIVER'S EDGE**
  - Not in contract—future connection point

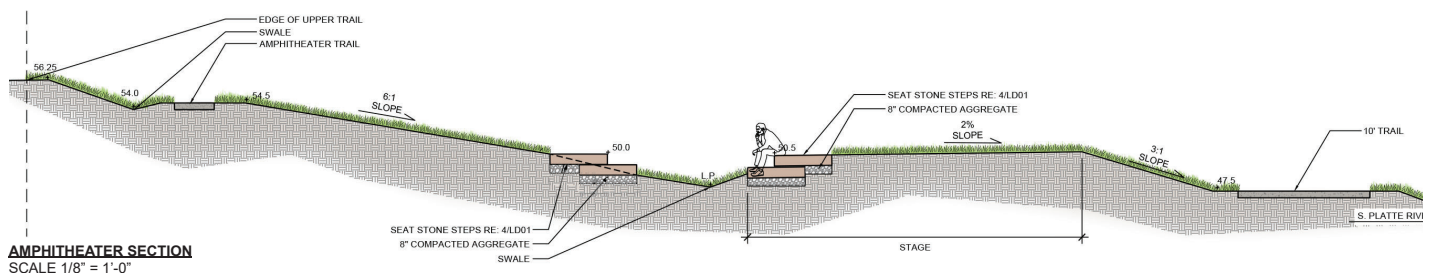
- 8 SHEEP BRIDGE**
  - Landmark anchors ROS in the history of this place
  - Shapes historic narrative
  - Defines major spaces
- 9 COTTONWOOD GROVE**
  - Existing mature trees to remain in place
  - Riparian community
- 10 OPEN LAWN**
  - Unprogrammed lawn
- 11 DELGANY SIPHON**
  - Vault at grade
- 12 ENTRANCE OVERLOOK**
  - Seating
  - Pine/oak community with pollinator lawn

- 13 NATURE PLAY**
  - Open-ended play
  - Natural material
  - Child focused
- TRAIL CONNECTIONS**
  - Connections between the Riverfront Trail and National Western Drive approximately every 150 feet



**LEGEND:**

- 10 Year Flood Plain
- 100 Year Flood Plain
- Delgany Interceptor & Easement
- Bluegrass Turf
- Alternative Turf
- Upland Restoration
- Concrete
- Crusher Fines
- Evergreen Tree
- Deciduous Tree



**Client:** National Western Corporation (NWC)

**Description:**

Located along the banks of the South Platte River, the National Western Center is a rapidly evolving campus, nearly doubling the grounds that have housed the National Western Stock Show for more than 110 years. StudioCPG is the lead landscape architect for the Horizontal Design Team, providing design services for all exterior spaces including Riverfront Park. Adjacent to the South Platte River, Riverfront Park is a linear, accessible public space that serves the entire campus and contains a series of unique elements along the river's edge:

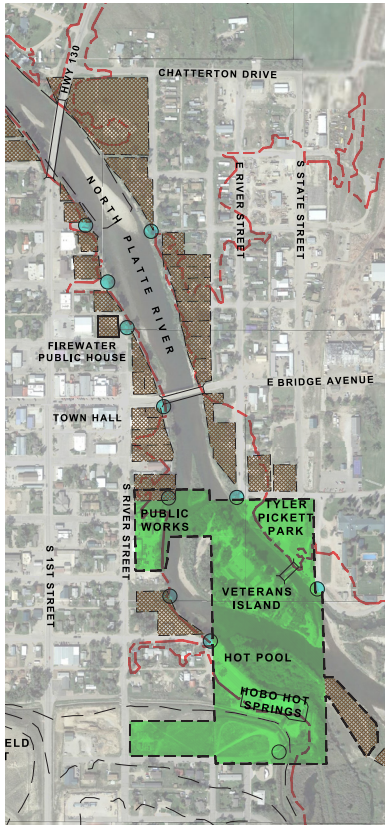
- Recreation amenities including trail, trailheads, and regional trail connections
- Amphitheater, picnic/seating, gathering space
- Nature play areas, historic features, lighting/furnishings





# CONNECTIVITY FRAMEWORK

SARATOGA, WYOMING



## Description:

In 2021/2022, StudioCPG examined existing conditions within and adjacent to the Town of Saratoga including the location of the floodplain and floodway to better understand relationships between town-owned lands, the North Platte River, existing commercial development and vehicular/ pedestrian access into and through Downtown.

StudioCPG assembled land use, zoning, ownership, topography, and floodplain/floodway information to use in a preliminary analysis of existing conditions that informed the identification of opportunities and constraints in establishing a connectivity framework.

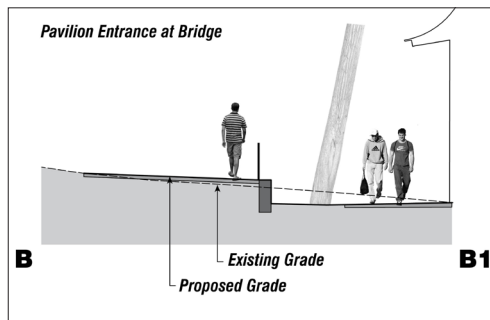
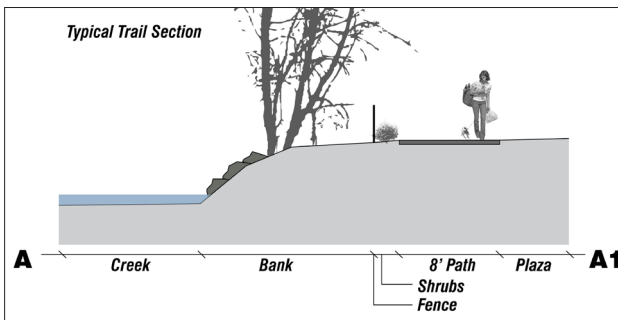
StudioCPG developed a series of conceptual diagrams illustrating improved accessibility and assembled supporting imagery that explores options to improve access to the river's edge, public lands/open space and parks, Downtown and critical civil and public facilities.





# MANITOU SPRINGS HISTORIC DISTRICT SODA SPRINGS PARK

CITY OF MANITOU SPRINGS, COLORADO



**Client:** City of Manitou Springs

**Description:** Soda Springs Park - adjacent to Fountain Creek - is one component of an overall effort on the part of the City of Manitou Springs and the Parks & Recreation Advisory Board to improve a unique and historic community asset. Prior experience working with the Manitou Springs community on the Historic Preservation Design Guidelines provided StudioCPG with a foundation of local knowledge and a historic framework to guide the consultant team in refining park improvements and developing construction documents and specifications that implement the Soda Springs Park Master Plan.

StudioCPG completed construction documents for the park, which targeted design improvements to achieve a balance between three competing factors:

- Identify and refine the design of park amenities to reflect the vision and design intent of the Master Plan and improve connectivity to Manitou Avenue.
- Address basic infrastructure needs such as drainage, grading, ADA compliance, public safety, local and regional circulation, and access, and integrate infrastructure improvements within an historic context that interfaces with Fountain Creek.
- Design sustainable solutions that work in the context of reduced levels of spending for design, construction, and maintenance.

## Qualifications of the Personnel

This section contains brief bios for Team members that highlight relevant experience. Full resumes for each Team member are included at the end of this proposal.



### **Chris Vogelsang Project Manager**

Chris Vogelsang, PE, is a Traffic and Transportation Engineer with more than twenty-five years of experience in the transportation

field including specific areas of expertise in bicycle and pedestrian facilities planning and design, traffic operational assessment, parking demand estimation and analysis, micro simulation of surface street traffic, and transit operational planning and design. He is a leader in his field and is currently managing the Evergreen Lake North Trail Design and Construction project, the Englewood Downtown Development Authority Parking and Multimodal Study, Washington Street Final Design multi-modal improvements and pedestrian safety crossings. He has served as the consultant Project Manager or Design Lead on numerous projects including the Evergreen Trails Master Plan, Evergreen Lake North Trail Plan, Englewood Walk and Wheel Plan and the 2021 update to that Plan, Gilpin County Comprehensive Plan, Northwest Community Transportation Network, the National Western Center Placemaking Transportation Design and Transportation Demand Management and Parking Study, Brighton Boulevard Corridor Preliminary Design and Final Design, 41st & Fox Next Steps Study and the FHWA Sponsored Bicycle Traffic Signal Research Study, among others. His approach to successfully completing these projects is to bring innovative multi-modal planning, engineering and implementation together through a context sensitive approach to each community.



### **Beth Vogelsang, AICP River and Engagement**

Beth Vogelsang, AICP, is the Principal Planner and Owner of the planning and design firm, OV Consulting, located in Denver,

Colorado and celebrating its 20th year. Beth brings a wealth of knowledge in urban land use and transportation planning and a wide understanding of the historic and current-day practices that shape

our urban communities. Beth has a unique ability to integrate livable community design and placemaking, connectivity, resiliency and education through open and transparent communication and project coordination. She has led numerous studies and programs for the City and County of Denver including most recently the South Platte/I-25 Framework Study, the South Platte River Needs Assessment, the Healthy River Corridor Study, the Washington Area Connectivity Prioritization Study, West Area NPI, Denver Moves Everyone city-wide land use projections and Denver's History of Infrastructure and Land Use Development Arc Story. Her years of work have included the development of a Stormwater Resiliency Planning and Education program for the Montclair and Globeville Basins in Denver and the concept development of both 48th Avenue Greenway and Hale Parkway for stormwater management, flood control and water quality improvements, reduced vehicular footprint and integration of multi-modal connections, open space and parks. Throughout her experience, Beth has managed intricate stakeholder coordination efforts and broad public involvement programs. She is currently serving on the University of Colorado Denver College of Architecture and Planning's Urban Design Advisory Council and supports the Masters in Urban Design and Planning program through numerous speaking engagements.



### **Reese Shaw Planner**

Reese Shaw is an Urban Planner with over six years of experience in both the public and private sectors and a background in multimodal

transportation planning, land use planning and community engagement. He is currently working on the City and County of Denver's Healthy River Corridor Study, the Pena Blvd. Transportation and Mobility Master Plan land use projections, future street network and stakeholder engagement, the Englewood Parkway Multi-modal Study and recently concluded the Washington Area Connectivity Study for the Globeville and Elyria Swansea neighborhoods.



### **Kevin Rangel, EI Multi-modal Connectivity Engineer**

Kevin Rangel is an assistant engineer with expertise in traffic engineering and transportation

design and planning. Kevin started his career providing traffic operations analysis consulting



services in the San Francisco Bay Area. Since joining the OV team, Kevin developed concept and final bikeway design plans for the Community Transportation Networks and West Denver Safer Streets projects, evaluated multimodal facility needs in the City of Englewood, and led area-wide parking data collection and analysis efforts to optimize city asset management. Kevin prioritizes traffic and multimodal improvements that enhance safety and efficiency as the city works to revitalize its streets.



**Brian Pille, PLA, SITES, LEED AP**  
**Landscape Architect**

Brian Pille brings over fifteen years' experience in the landscape architecture and construction to

StudioCPG, working on projects ranging from small infill urban parks to campus master plans. Brian uses his organization and data management skills to capture efficiencies in design and construction. With hands-on experience in both construction and site maintenance, Brian understands how future maintenance needs will affect the success of any built environment, and collaborates with owners and facility managers on best landscape management practices. Brian is a licensed landscape architect in the State of Wyoming.



**Billy Gregg**  
**Landscape Architect**

Billy Gregg has practiced landscape architecture for over 30 years and brings an extensive portfolio of built work that reflects an

emphasis on collaboration with related design and engineering disciplines. Billy's interest in the interface of accessibility and natural resources is reflected by a diversity of projects including riverfront access, riverfront trails, green infrastructure, streetscape design, connectivity, water conservation and water quality improvements. Billy strategizes with engineers, ecologists, architects, project stakeholders and the public to develop sustainable solutions for improvements to the public realm that celebrate the unique attributes and cultural heritage of rural and urban communities.



**Delbert McOmie, PE**  
**Hwy 130, Budgeting**

Del has more than 40 years of experience in the building and highways industry. While at WyDOT Del was responsible for

the planning, design, construction, and maintenance of the state's highway system as well as hundreds of buildings. As Director of the Wyoming School Facilities Department and the Wyoming State Construction Department, Del was responsible for the planning, design, construction and major maintenance programs for Wyoming's K-12 schools, community colleges, and state buildings including health, correctional facilities, and state office buildings. Del has over 20 years of experience in developing and presenting agency budgets and proposed program changes to Wyoming's elected officials, and agency related boards and commissions. He has also testified on state highway programs before the U.S. Senate. He served on numerous subcommittees for the American Association of State Highway and Transportation Officials (AASHTO) including the Standing Committee on Highways, Technology Implementation Group, Systems Operations and Maintenance, Chairman of the Traffic Engineering Committee, and Board of Directors for the National Committee on Uniform Traffic Control Devices.



**Rich Merrill**  
**Hwy 130, Budgeting**

Rich has extensive experience as a professional engineer as a lead designer and owner representative for construction of public works

infrastructure. As a project manager, Rich led project teams for long range facility planning, design, construction, procurement, funding opportunities, and facility management and maintenance. Rich established 10-year capital improvement plans for the City of Elko, Nevada and the City of Laramie, Wyoming. In addition, Rich was integral in the development of a 25-year facility strategic plan for the Wyoming Military Department that included execution of 60 million dollars of capital construction within the first five years of the plan. Managed departments which included multiple funding streams through enterprise funding, federal grants, general fund, military construction, energy rebates, and interagency agreements.



## Consultant Availability

The RFP requested that Staff time to be devoted to the project be identified in the proposal. For ease of review and to provide a comprehensive picture of our Team's proposed staff to the selection committee, we have included a table that illustrates staff time to be devoted to the project as well as staff location and staff availability. Please refer to the table below for our availability and commitment to the Project.

Staff	Project Responsibilities	Staff Location	Q2 2023		Q3 2023		Q4 2023		Q1 2024	
			Projected Availability	Project Commitment	Projected Availability	Project Commitment	Projected Availability	Project Commitment	Projected Availability	Project Commitment
Chris Vogelsang (OV)	Project Manager, Transportation and Multimodal	Denver, CO	35%	30%	35%	30%	45%	30%	75%	30%
Beth Vogelsang, AICP (OV)	River Interface and Public Engagement	Denver, CO	20%	15%	25%	15%	40%	15%	75%	15%
Reese Shaw (OV)	Planning and Public Engagement	Denver, CO	35%	40%	35%	40%	50%	40%	75%	40%
Kevin Rangel, EI	Existing Conditions and Multimodal	Denver, CO	20%	10%	30%	5%	50%	5%	60%	5%
Brian Pille PLA (CPG)	River Interface and Landscape Architecture	Denver, CO	40%	30%	45%	40%	50%	40%	70%	30%
Billy Gregg (CPG)	Landscape Architecture	Denver, CO	20%	10%	25%	10%	40%	10%	65%	15%
Delbert McOmie, PE	WyDOT Interface, Budgeting and 5-Year Action Plan	Cheyenne, WY	35%	5%	35%	5%	50%	5%	70%	5%
Rich Merrill PE (FEA)	WyDOT Interface, Budgeting and 5-Year Action Plan	Cheyenne, WY	35%	5%	35%	5%	50%	5%	70%	5%





## Chris Vogelsang, PE Principal



**Chris Vogelsang, PE**, is a Traffic and Transportation Engineer with more than twenty-five years of experience in the transportation field including specific areas of expertise in bicycle and pedestrian facilities planning and design, traffic operational assessment, parking demand estimation and analysis, micro simulation of surface street traffic, and transit operational planning and design. He is a leader in his field and is currently managing the Evergreen Lake North Trail Design and Construction project, the Englewood Downtown Development Authority Parking and Multimodal Study, Washington Street Final Design multi-modal improvements and pedestrian safety crossings. He has served as the consultant Project Manager or Design Lead on numerous

### Professional Registrations/Affiliations

» Registered PE in the States of Colorado (43421) and California (59300)

projects including the Evergreen Trails Master Plan, Evergreen Lake North Trail Plan, Englewood Walk and Wheel Plan and the 2021 update to that Plan, Gilpin County Comprehensive Plan, Northwest Community Transportation Network, the National Western Center Placemaking Transportation Design and Transportation Demand Management and Parking Study, Brighton Boulevard Corridor Preliminary Design and Final Design, 41st & Fox Next Steps Study and the FHWA Sponsored Bicycle Traffic Signal Research Study, among others. His approach to successfully completing these projects is to bring innovative multi-modal planning, engineering and implementation together through a context sensitive approach to each community.

### Education

» Bachelor of Civil Engineering, University of Minnesota, 1994

## RELATED PROJECT EXPERIENCE

### Project Manager

#### Evergreen Lake North Trail Phase II & III

#### Evergreen Parks and Recreation, CO | 2018-present

Chris led the Planning Phase to determine desired and achievable improvements for the trail along the north side of Evergreen Lake and adjacent to CO 74. Work included a comprehensive public and stakeholder engagement to understand the community's desires for this connection and to understand the complex relationships between CDOT, the City and County of Denver, the Evergreen Metro District and Evergreen Park and Recreation District in this area. Chris worked closely with the public and stakeholders to develop an optimized improvement and phasing plan for the North Trail that met the desires and goals of the community while also meeting the needs of the stakeholders in this area. Chris is currently acting as EPRD's Project Manager for final design activities for this project. Stakeholder engagement has been a critical element of the Design process and Chris is continuing his role as the lead for this coordination and engagement effort.

### Project Manager

#### Evergreen Trails Master Plan

#### Downtown Evergreen Economic District (DEED) 2014-2015

Chris was the project manager for the Evergreen Trails Master Plan project. This project was unique in that Evergreen is not an incorporated entity and they rely on Jefferson County for governmental authority. This fact reinforced our collaborative and stakeholder-based process where we developed and utilized a robust stakeholder committee consisting of Jefferson County Transportation, Jefferson County Road and Bridge, Jefferson County Open Space, Jefferson County Planning, the City and County of Denver, The Evergreen Park and Recreation District, CDOT, and the Downtown Evergreen Economic District. This community and stakeholder engagement was critical to developing

community supported solutions with "champion" agencies focused on implementation. Since completion, our work in the Evergreen Area has continued with implementation support and further project development. This led to the Evergreen Lake North Trail Phase II Planning Study for Evergreen Parks and Recreation District.

### Project Manager

#### Downtown Multimodal Parking Study and Management Services

#### Englewood Downtown Development Authority (EDDA) Englewood, CO | 2022-present

Chris is currently managing the EDDA Downtown Multimodal and Parking Study in Englewood, CO. The EDDA is exploring opportunities for improved pedestrian, bicycle and transit connections in the Downtown Englewood area while also working through automobile parking supply, utilization and demand characteristics. The goal is to provide the best mobility and access to the Downtown area while leveraging existing assets and encouraging folks to travel via modes other than private automobile. Chris' work on the project has involved numerous stakeholder and public interviews and meetings as well as meeting with key stakeholders and partners such as Craig and Swedish Hospitals, the City of Englewood Public Works Department, Englewood Police Department and business owners and employers in the area. The purpose of these meetings is to gather information and to start the process of developing partnerships that can be beneficial to everyone in the Downtown area. Chris' technical knowledge coupled with excellent communication and relationship building skills have helped develop a comprehensive plan and recommendations that are supported by the community and stakeholders and that are prioritized for implementation. The highest priority/early action items are currently in development with funding being secured for key elements. Chris and OV Consulting are leading the design and implementation efforts.



**Chris Vogelsang, PE**  
**Principal**



**Project Manager**

**Walk and Wheel Master Plan & 2022 Update  
City of Englewood, CO | 2014-2015 | 2021-2022**

Chris served as the Project Manager for the City of Englewood study to develop a comprehensive pedestrian and bicycle system and related facilities to increase community mobility, encourage connections to transit and provide an economic return on investment for the city. He has continued work with the City to design and implement plan recommendations throughout the city and recently completed an update to the previous study.

**Project Manager**

**Northwest Community Network Plan  
City and County of Denver, CO | 2019-present**

Chris is currently managing the City and County of Denver Department of Transportation and Infrastructure (DOTI) Community Network Plan for Northwest Denver, a multi-faceted planning and design effort to strengthen the transportation networks and increase community mobility options.

**Transportation Engineering Lead**

**National Western Center Placemaking and  
Transportation Design  
City and County of Denver, CO | 2017-2022**

Chris led transportation planning and design for the redevelopment of the National Western Center (NWC) Complex in Denver, CO. He developed integrated strategies for mobility to/from and around the changing site that included vehicle and truck access, internal and external shuttle systems, active transportation elements, bike and pedestrian design, managed curb lanes, parking strategies, and special event management plans. Chris continues his work with the NWC in an advisory role for annual management of the National Western Stock Show and final design of the site's transportation system.

**Traffic and Transportation Lead**

**41st & Fox Next Steps Study  
City and County of Denver | 2019-2020**

Chris led the transportation infrastructure investigation for the 41st & Fox Next Steps Study, including bike and pedestrian connectivity options to Globeville, Sunnyside, Highland, Chaffee Park and RiNo communities, intersection concept design, as well as traffic assessment under future growth scenarios and traffic analysis of future intersection operations.

**Traffic Engineer**

**CO 52 Planning and Environmental Linkages (PEL)  
Study | CDOT | 2020**

Chris worked with CDOT Region 4 on the current CO 52 Planning and Environmental Linkages Study. During the first phase of the study, his work focused on the review of existing multimodal plans and current networks through the area,

including the analysis of connectivity assets, challenges, gaps and opportunities from the bicycle and pedestrian perspective. This work will be used in to evaluate alternatives from a bicycle and pedestrian perspective during the next phase of work.

**Design Engineer**

**CDOT Region 3 ADA Curb Ramp Update Program  
Grand Junction and Delta, CO | 2018**

Chris was design engineer for this important CDOT project. CDOT is embarking on a program to ensure compliance with all existing curb ramp locations. A step-wise and logical approach to achieving the most progress in the shortest amount of time has been developed for this project. Chris led the design process for nearly twenty curb ramp locations. Design included choosing appropriate curb ramp types based on geometric factors, ensuring compliance with the latest MUTCD requirements for push button accessibility to the curb ramps, and suggesting striping or intersection modifications to allow for better ADA performance at the intersections.

**Transportation Mobility Lead**

**University & Colorado Multi-Station Plan and  
Mobility Study City and County of Denver and  
Transportation Solutions | 2016-2017**

Chris led the transportation infrastructure conceptual development and design, garnering extensive community support for the redesign of Buchtel Blvd. as the bicycle and pedestrian spine from Colorado Center to High Street, integrated with the historic Buchtel Trail and tied to improved pedestrian crossings of Buchtel at University Blvd. and Colorado Blvd.

**Lead Traffic Engineer**

**Brighton Boulevard Preliminary and Final Design  
City and County of Denver, CO | 2013-2016**

Chris led a full assessment of multi-modal facility design, roadway design and traffic elements for Brighton Blvd., lane widths, parking configuration, bicycle facility type and location, and sidewalk and amenity zone layout.

**Transportation Mobility Lead**

**40th & Colorado Station Area Next Steps Study  
City and County of Denver, CO | 2015-2016**

Chris recently completed the City's planning and design process for the 40th & Colorado station area which resulted in the redesign of 40th Avenue from York Street to Colorado Blvd. to include a narrowing of the vehicular footprint, improved pedestrian zone tied to neighborhood destinations, integrated design of green infrastructure and incorporation of the 303ArWay concept from the 40th & Colorado Station to 40th/39th Avenues.



## Beth Vogelsang, AICP Principal



**Beth Vogelsang, AICP** is the Principal Planner and Owner of the planning and design firm, OV Consulting, located in Denver, Colorado and celebrating its 20th year. Beth brings a wealth of knowledge in urban land use and transportation planning and a wide understanding of the historic and current-day practices that shape our urban communities. Beth has a unique ability to integrate livable community design and placemaking, connectivity, resiliency and education through open and transparent communication and project coordination. She has led numerous studies and programs for the City and County of Denver including most recently the South Platte/I-25 Framework Study, the South Platte River Needs Assessment, the Healthy River Corridor Study, the Washington Area Connectivity Prioritization Study, West Area NPI, Denver Moves Everyone city-wide land use projections and Denver's History of Infrastructure

### Professional Registrations/Affiliations

- » American Institute of Certified Planners AICP, APA
- » University of Colorado Urban Design Advisory Council
- » Urban Land Use Institute
- » Women's Transportation Seminar

and Land Use Development Arc Story. Her years of work have included the development of a Stormwater Resiliency Planning and Education program for the Montclair and Globeville Basins in Denver and the concept development of both 48th Avenue Greenway and Hale Parkway for stormwater management, flood control and water quality improvements, reduced vehicular footprint and integration of multi-modal connections, open space and parks. Throughout her experience, Beth has managed intricate stakeholder coordination efforts and broad public involvement programs. She is currently serving on the University of Colorado Denver College of Architecture and Planning's Urban Design Advisory Council and supports the Masters in Urban Design and Planning program through numerous speaking engagements.

### Education

- » Master of City Planning, San Diego State University
- » Bachelor of Arts in Political Science, University of Colorado at Boulder

## RELATED PROJECT EXPERIENCE

### Project Manager

#### Healthy River Corridor Study

##### City and County of Denver | 2022-current

Beth is leading the evaluation of a land use buffer the length of the South Platte River and associated tributaries through the City and County of Denver designed to protect and enhance the space along the water's edge for riparian habitat, mobility options, recreational and open space and the interface with land use development. Beth is moving this effort through a multi-department planning process, and coordinating executive leadership and political approval.

### Principal Planner

#### 48th Avenue Stormwater Outfall and Greenway

##### City and County of Denver | 2021-present

Building on her role as Project Manager for the Globeville Stormwater Systems Study, Beth is managing the continued planning and community outreach for the design of the 48th Avenue Greenway, a hybrid stormwater management and trail connectivity improvement through the Globeville neighborhood to the South Platte River.

### Principal Planner

#### Washington Area Connectivity Prioritization Study City and County of Denver | 2021-2022

Beth led the strategic evaluation and political process for a comprehensive connectivity network for the Globeville, Elyria Swansea and RiNO neighborhoods. This study included the identification of future projects to address gaps in the system and the prioritization of those projects in the overall network.

### Planning Manager

#### Washington Street Corridor Final Design

##### City and County of Denver | 2019-present

Beth is managing the final corridor planning and stakeholder and property owner coordination for final design.

### Principal Planner

#### Denver Moves Everyone Strategic Transportation Plan | City and County of Denver | 2021-2022

Beth recently completed the evaluation of the historic evolution of transportation and land use development throughout the City of Denver, as an essential evaluation component of today's transportation system and future city-wide mobility needs. This extensive research is being documented through ArcStory as a user-friendly interface for community members and future City efforts.

### Project Manager

#### 41st & Fox Next Steps Study

##### City and County of Denver | 2019-2020

Beth was the Project Manager for the 41st & Fox Next Steps Study, an integrated land use and infrastructure plan to define the transportation system and TDM framework needed to increase neighborhood connectivity and support the future mix and density of land uses near the 41st & Fox Station.

### Mobility Lead

#### Englewood Urban Center Next Steps Study City of Englewood, CO | 2020

Beth led the assessment of strategic mobility for the Englewood Downtown Plan in support of the development of the future downtown authority.





**Beth Vogelsang, AICP**  
**Principal**

**Project Manager**  
**Globeville Stormwater Systems Study**  
**City and County of Denver | 2018-2020**

Beth managed a community-based resiliency planning study for stormwater management and water quality improvements in the Globeville basin. The technical evaluation and coordinated community planning effort resulted in a cohesive strategy for green and grey infrastructure improvements that enable community benefits, strengthen neighborhood connectivity and unify segments of the Globeville community. This project was awarded the 2021 Colorado Association of Stormwater and Floodplain Managers (CASFM) Grand Award for Engineering Excellence.

**Project Manager**  
**Upper Montclair Basin Stormwater Systems Study**  
**& Hale Parkway Concept Design**  
**City and County of Denver | 2016-2019**

This study examined the feasibility and efficacy of various strategies designed to mitigate urban flooding and improve water quality within the basin. Beth initiated a pilot program for Denver Public Works centered around community education of local flood concerns and the historic patterns in land use and development that affect today's conditions. She developed a myriad of strategies to address flooding and strengthen community benefits and led concept design for Hale Parkway, an urban greenway for stormwater, recreation and mobility.

**Project Manager**  
**University & Colorado Multi-Station Mobility Plan**  
**City and County of Denver and Transportation**  
**Solutions | 2016-2017**

Beth managed the City's planning, design and outreach process for the joint University Station and Colorado Station mobility study, including the development of area "mobility hubs", active transportation solutions and integrated redevelopment options.

**Project Manager**  
**40th & Colorado Station Area Next Steps Study**  
**City and County of Denver, CO | 2015-2016**

Beth managed the City's planning, design and outreach process for the 40th & Colorado station area including a new pedestrian-friendly 40th Avenue, the integration of industrial redevelopment and land use mix surrounding the station, and the identification and design of future local connectivity options and integrated water quality improvements.

**Mobility Planning Lead & Public Involvement Lead**  
**Broadway and I-25 Station Area Master Plan**  
**City and County of Denver, CO | 2015**

Beth led the connectivity & mobility alternatives assessment for the station area while also leading a public and stakeholder engagement strategy for the Station Area Plan. She worked with surrounding residents, businesses and industries, as well as the developer, to identify land use patterns and connectivity solutions to activate the TOD site.

**Transit Planner**  
**RTD Civic Center Station Transit District Plan**  
**Denver, CO | 2015**

Beth evaluated transit district operations, ridership and pedestrian mobility to and through the station, and developed recommendations for improved station access for the redesigned Civic Center Station downtown.

**Planning Manager**  
**Walk and Wheel Master Plan**  
**City of Englewood, CO | 2015**

Beth was the Planning Manager and Outreach Lead for the City of Englewood study to develop a comprehensive pedestrian and bicycle system and related facilities to increase community mobility, encourage connections to transit and provide an economic return on investment for the city.

**Transportation Lead**  
**City of Englewood Comprehensive Plan**  
**City of Englewood, CO | 2015**

Beth was the transportation lead for the City of Englewood's Comprehensive Plan update.

**Public Involvement/Stakeholder Coordination Lead**  
**National Western Center Master Plan**  
**City and County of Denver, CO | 2014-2015**

Beth was the Public Involvement lead for the National Western Center Master Plan and worked extensively with the North Denver Cornerstone Collaborative, property owners, businesses and Globeville and Elyria Swansea neighborhoods in the development of site alternatives and connectivity strategies that integrated city and community needs.



**Reese Shaw** is an Urban Planner with over six years of experience in both the public and private sectors and a background in multimodal transportation planning, land use planning and community engagement. He is currently working on the City and County of Denver's Healthy River Corridor Study, the Pena Blvd Transportation and Mobility Master Plan land use projections, future street network and

stakeholder engagement, the Englewood Parkway Multi-modal Study and recently concluded the Washington Area Connectivity Study for the Globeville and Elyria Swansea neighborhoods. Reese believes cities and towns of all sizes should be designed safely and equitably so everyone has the opportunity for a high quality of life.

#### Education

» Bachelor of Environmental Design - Emphasis in Urban Planning, University of Colorado, Boulder, 2017

» Master of Urban & Regional Planning, University of Colorado, Denver, 2022

## RELATED PROJECT EXPERIENCE

### Project Planner

#### South Platte River & Waterways Buffer Evaluation Study | City and County of Denver | 2022-present

Reese is an urban planner for this study that evaluates a waterways buffer as a tool to further citywide goals and balance needs along South Platte River corridor and tributaries. This study is currently in its initial phase expected to be completed in November 2022.

### Project Planner

#### Washington Area Connectivity Study City and County of Denver | 2022-present

Reese is a project planner supporting the finalization of connectivity recommendations, mapping, graphics and overall documentation.

### Project Planner

#### Pena Blvd Transportation and Mobility Master Plan | City and County of Denver | 2022-present

Reese is an urban planner for this planning effort that aims to inform transportation investment along the Pena Blvd Corridor and throughout the Gateway Area. He will be analyzing a range of existing conditions throughout the area including land-use, socio-economics, employment, future street networks, transit, and bicycle and pedestrian infrastructure.

### Transportation Planning Specialist

#### City of Boulder Transportation + Mobility Department | 2017-2022

Reese focused on designing and implementing multimodal transportation projects such as Boulder's Neighborhood GreenStreet Program which aimed to provide safe and comfortable cycling options along neighborhood streets. He also assisted in drafting policies for Boulder's Micromobility and E-Scooter Pilot Programs. Additionally, Reese assisted with the development and production of city plans including the 2019 Low-Stress Walk and Bike Network Plan and the 2022 Vision Zero Boulder Safe Streets Report.

### Graphic Designer

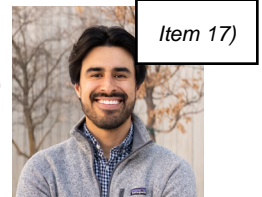
#### Boulder Valley School District | 2020-2022

Reese worked as an independent contractor with the Boulder Valley School District to develop travel maps for over 50 schools. BVSD is using these maps to educate students, parents, and faculty members on safe multimodal options available near their school. The travel maps also help mitigate traffic congestion issues around student drop-off and pick-up.





## Kevin Rangel, EIT Engineer



**Kevin Rangel** Kevin is an assistant engineer with expertise in traffic engineering and transportation design and planning. Kevin started his career providing traffic operations analysis consulting services in the San Francisco Bay Area. Since joining the OV team, Kevin developed concept and final bikeway design plans for the Community

### Education

» Bachelor of Science, Civil Engineering, California Polytechnic State University San Luis Obispo 2017

Transportation Networks and West Denver Safer Streets projects, evaluated multimodal facility needs in the City of Englewood, and led area-wide parking data collection and analysis efforts to optimize city asset management. Kevin prioritizes traffic and multimodal improvements that enhance safety and efficiency as the city works to revitalize its streets.

### Professional Registrations/Affiliations

» Institute of Transportation Engineers

## RELATED PROJECT EXPERIENCE

### Assistant Engineer

#### Englewood Walk and Wheel Plan Update City of Englewood, CO | 2021-present

The project focused on the assessment of striping alternatives to improve automobile and bicycle circulation and safety and included evaluating two existing intersections to determine if they were equipped to handle video detection inputs. Kevin assisted the Professional Engineer by conducting field observations of the roadway striping, opening traffic controller cabinets, and preparing concept level roadway striping and signing improvement plans in AutoCAD.

### Assistant Engineer

#### Northwest Community Transportation Networks Plan | City and County of Denver | 2020-present

Kevin is providing engineering assistance on the improvements and concept level plans for the City and County of Denver Public Works CTN Plan for Northwest Denver, a multi-faceted planning and design effort to strengthen the bicycle transportation networks and increase community mobility options. Kevin has completed final design plans for the Cherokee Street neighborhood bikeway corridor and is currently working on the final design plans for the Pearl and Emerson Street neighborhood bikeway corridor as part of the CTN effort.

### Assistant Engineer

#### West Denver Safer Streets

#### City and County of Denver | 2020-2021

The WDSS project is part of the DOTI Bicycle Program and the voter-approved Elevate Denver Bond Program. Similar to the CTN Project described above, Kevin analyzed and drafted concept level plans in AutoCAD for the West Virginia Avenue and Perry to Tennyson Street corridors as part of this project.

### Assistant Engineer

#### Cedaredge Curb Ramp Design

#### CDOT | 2020-2021

Kevin designed accessible curb ramps using the MicroStation software for several locations in the Town of Cedaredge in support of CDOT's curb ramp accessibility initiative, which is an effort to bring all curb ramps into alignment with ADA and PROWAG standards.

### Assistant Engineer

#### Measure A Group 10 Pavement Rehabilitation Project | City of Novato, CA | 2019

The project focused on the assessment of striping alternatives to improve automobile and bicycle circulation and safety and included evaluating two existing intersections to determine if they were equipped to handle video detection inputs. Kevin assisted the Professional Engineer by conducting field observations of the roadway striping, opening traffic controller cabinets, and preparing concept level roadway striping and signing improvement plans in AutoCAD.

## Brian Pille, PLA, SITES, LEED AP

Senior Landscape Architect



### Education

B.L.A., Landscape Architecture,  
Kansas State University

### Registrations

State of Colorado License: #1172  
State of Wyoming License: #0241C

### Areas of Concentration

Floodplain and Wetland Compliance, ADA Compliance, Accessibility, Asset Management, Maintenance/Sustainability, Nature Play/Adventure Play Component Design, Water Quality, Trail Alignment and Connectivity



**Brian Pille** brings over fifteen years' experience in the landscape architecture and construction to StudioCPG, working on projects ranging from small infill urban parks to campus master plans. Brian uses his organization and data management skills to capture efficiencies in design and construction. With hands-on experience in both construction and site maintenance, Brian understands how future maintenance needs will affect the success of any built environment, and collaborates with owners and facility managers on best landscape management practices. Brian is licensed to practice landscape architect in the State of Wyoming.

### Relevant Projects:

**Riverfront Park at National Western Center, South Platte River, Denver, CO.** Project Manager. Provided landscape architecture for a linear park along the South Platte River including critical section of South Platte River Trail. Design includes accessible trails, amphitheater, picnic areas, traditional and nature play elements, open lawn, and native pollinator garden.

**Goldsmith Gulch - Rosamond Park and Playground; Denver, CO.** Project Manager. Providing design and construction documents for linear park improvements adjacent to riparian corridor. Included extensive floodplain analysis and No Rise documentation. Public amenities include accessibility, trail connectivity, playground/nature play, basketball court, tennis courts, pickle ball option, bluegrass conversion.

**La Lomita Park; Denver, CO.** Project Manager. Provided design and construction documents for the integration of recreation assets with water quality improvements and ADA compliance. StudioCPG developed grading, detention, landscape and access concepts, and designed extensive "Nature Play" playground facilities that integrate the programming with water quality facilities.

**Westerly Creek Trail, Reservoir and Trail Renovations, Aurora, CO.** Project Manager. Provided urban design,

landscape architecture and ecological restoration along riparian corridor paralleling commercial corridor. The project included wetlands mitigation, regional trail design, trailhead, access and ADA compliance, bridge and streetscape design.

### First Creek Trail and Restoration, Denver, CO.

Project Manager. Provided trail, site restoration and landscape management for open channel reconstruction within 198 acres of open space. The project includes trail design, wetland restoration and serves as critical link from localized trail systems to regional trail network.

### Festival Street / Woonerf - Jefferson Park, Denver, CO.

Project Manager. StudioCPG is serving as leading designer for the design of a curbless complete street (woonerf) in a historic commercial district. The design improves pedestrian safety, is ADA compliant and will serve as an event hub for a emerging mixed-use neighborhood undergoing significant redevelopment. Brian also serves and the design team liaison to the local art community. Design includes service/loading access, water quality and green infrastructure components, street amenities, decorative paving, signage and public art. This project also includes significant interface with CDOT right-of-way, and CDOT serves as a critical stakeholder in the project.



Riverfront Park and South Platte River Trail

Stepping Stones/Seating: Wetland Edge



## Billy Gregg, PLA, ASLA

Principal



### Education

B.F.A., Emerson College  
M.L.A., Landscape Architecture,  
University of Colorado

### Registrations

State of Colorado License: #544

### Areas Of Concentration

Pedestrian Accessibility/Connectivity/Safety, Multi-Modal Integration, Water Quality, Green Infrastructure, Resource Conservation, Maintenance/Asset Management

**Billy Gregg** has practiced landscape architecture for over 30 years and brings an extensive portfolio of built work that reflects an emphasis on collaboration with related design and engineering disciplines. Billy's interest in the interface of accessibility and natural resources is reflected by a diversity of projects including riverfront access, riverfront trails, green infrastructure, streetscape design, connectivity, water conservation and water quality improvements. Billy strategizes with engineers, ecologists, architects, project stakeholders and the public to develop sustainable solutions for improvements to the public realm that celebrate the unique attributes and cultural heritage of rural and urban communities.

### Relevant Projects:

**1. Riverfront Park at National Western Center, South Platte River, Denver, CO.**

Provided landscape architecture for a linear park along the South Platte River. Design includes accessible trails, amphitheater, picnic areas, traditional and nature play elements, open lawn, and native pollinator garden.

**2. Soda Springs Park, Manitou Springs, CO.**

Provided urban design and landscape architecture along riparian corridor in the heart of commercial district, including wetlands mitigation, trail design, playground enhancements, costs, phasing and extensive public engagement.

**3. Steamboat Springs Area Community Plan, CO.**

Provided urban design and planning for a joint effort between the city and county to establish a vision and implementation strategies. Working with city staff, StudioCPG generated three alternatives with emphasis on resource conservation, accessibility and celebration of cultural heritage.

**4. St. Rita Park at Animas River, Durango, CO.**

Provided urban design and landscape architecture along riparian corridor adjacent to city owned lands

including wetlands mitigation, accessibility, connectivity, trail design, costs, and construction observation.

**5. Mile High Flood Control District (misc. locations)**

Provided urban design, landscape architecture and ecological restoration along numerous rivers and open channel reconstruction wetlands mitigation, regional trail design and bridge and trailhead design.

**6. Complete Streets Design Guidelines, Denver, CO.**

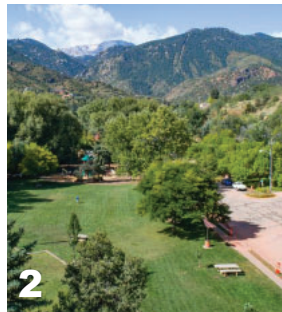
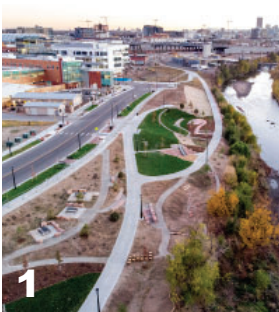
As part of a multi-disciplinary team, StudioCPG developed comprehensive design standards to improve multi-modal accessibility.

**7. Colorado Parks & Wildlife**

Providing planning and design for trail restoration and expansion to improve accessibility and access to water's edge: Rifle Gap State Park, Crawford Reservoir State Park, Lake Pueblo State Park.

**8. National Parks Service**

StudioCPG is collaborating with engineers and architects for park improvements to identify, prioritize, and cost construction and maintenance of visitor amenities including targeted pedestrian safety and infrastructure improvements, including recent projects at Grand Teton National Park in Wyoming.







**Delbert McOmie, P.E.**

Project Manager

Years with FEA: 3

Total years of experience: 43

### **Education • Registrations • Certifications**

- University of Wyoming, Bachelor of Science in Civil Engineering
- Registered Professional Engineer (WY)

### **Qualifications and Experience**

Del has more than 40 years of experience in the building and highways industry. While at WyDOT Del was responsible for the planning, design, construction, and maintenance of the state's highway system as well as hundreds of buildings. As Director of the Wyoming School Facilities Department and the Wyoming State Construction Department, Del was responsible for the planning, design, construction and major maintenance programs for Wyoming's K-12 schools, community colleges, and state buildings including health, correctional facilities, and state office buildings. Del has over 20 years of experience in developing and presenting agency budgets and proposed program changes to Wyoming's elected officials, and agency related boards and commissions. He has also testified on state highway programs before the U.S. Senate. He served on numerous subcommittees for the American Association of State Highway and Transportation Officials (AASHTO) including the Standing Committee on Highways, Technology Implementation Group, Systems Operations and Maintenance, Chairman of the Traffic Engineering Committee, and Board of Directors for the National Committee on Uniform Traffic Control Devices. He is a past Secretary/Treasurer for the Western Association of State Highway and Transportation officials (WASHTO). Del also served as Wyoming's representative on the National Council on School Facilities (NCSF).

### **Selected Client Experience**

- Chief Engineer of Wyoming Department of Transportation, Cheyenne, WY
- Director of Wyoming School Facilities Department, Cheyenne, WY
- Director of Wyoming State Construction Department, Cheyenne, WY
- District Construction Engineer, Wyoming Department of Transportation, Rock Springs, WY
- Engineering Manager, Wyoming Department of Transportation, Rock Springs, WY
- Interim Director of Wyoming Workforce Services, Cheyenne, WY
- Wyoming State Construction Department General Facilities Consulting, Statewide, WY
- Minnesota Department of Transportation 20-Year Strategic Facilities Asset Management Plan – MnDOT, St. Paul, MN
- Minnesota Department of Transportation Statewide Space and Security Assessment Plan – MnDOT, Statewide, MN



**Rich Merrill, PE, FMP, DBIA**

Project Manager

Years with FEA: 3

Total years of experience: 30

### Education • Registrations • Certifications

- University of Wyoming, Bachelor of Science in Mechanical Engineering
- Registered Professional Engineer (WY, CO, NV)
- Facility Management Professional (IFMA)
- Design Build Institute of America (DBIA)

### Qualifications and Experience

Rich has extensive experience as a professional engineer as a lead designer and owner representative for construction of public works infrastructure. As a project manager, Rich led project teams for long range facility planning, design, construction, procurement, funding opportunities, and facility management and maintenance. Rich established 10-year capital improvement plans for the City of Elko, Nevada and the City of Laramie, Wyoming. In addition, Rich was integral in the development of a 25-year facility strategic plan for the Wyoming Military Department that included execution of 60 million dollars of capital construction within the first five years of the plan. Managed departments which included multiple funding streams through enterprise funding, federal grants, general fund, military construction, energy rebates, and interagency agreements.

### Experience

- Wyoming Department of Transportation Headquarters Fall Protection, WYDOT, Cheyenne, WY
- Minnesota Department of Transportation 20-Year Strategic Facilities Asset Management Plan – MnDOT, St. Paul, MN
- Minnesota Department of Transportation Statewide Space and Security Assessment Plan – MnDOT, Statewide, MN
- City of Louisville Parks and Recreation General Maintenance and Management Plan, Louisville, CO, as a subconsultant to StudioCPG
- Lake Pueblo State Park, Master Plan, Pueblo, CO, as a subconsultant to StudioCPG.
- City of Greeley Organizational Assessment, Greeley, CO
- City of Raleigh Parks Capital Maintenance Study, Raleigh, NC
- Kenai Peninsula Borough Operational and Organizational Assessment, Kenai, AK
- National Park Service Comprehensive Condition Assessments, Nationwide
- National Park Service Project Scoping Assessments, Nationwide
- Smithsonian Institution, OFMR, Lifecycle of Competency-Based Facility Manage
- University of Maryland Eastern Shore Facility Condition Assessment Training Programs, Princess Anne, MD
- Wyoming State Capitol Space Measurement, Cheyenne, WY
- Wyoming State Construction Department General Facilities Consulting, Statewide, WY
- Afton Readiness Center Construction, Wyoming Military Department
- National Guard Bureau, Instructor for Construction and Facility Management Officer certification



WYOMING DEPARTMENT OF TRANSPORTATION  
AERONAUTICS DIVISION  
200 E. 8th Ave., Suite 101, Cheyenne, WY 82001  
REQUEST FOR REIMBURSEMENT (RFR) OF STATE FUNDS  
FOR  
AIRPORT IMPROVEMENTS


1. State Project No:	ASA004D	Item 18)
2. FAA Project No. :	N/A	
3. WACIP Description:		
Improve Auto Parking, Access Road and Fence: Sewer improvements and associated work.		
4. Payment Req. No:	AER1013229 #4	

5. Sponsor:	TOWN OF SARATOGA	6. Request :	Final
7. Airport:	Saratoga - Shively Field	8. Period Covered:	08/25/2022 To: 09/02/2022
9. Total State Grant Amount:	\$76,000.00	10. Total FAA Grant Amount:	\$0.00


			FEDERAL SHARE	SPONSOR SHARE	STATE SHARE
11. Grant Split	CURRENT COST INCURRED	COST INCURRED TO DATE	0.00 %	20.00 %	80.00 %
12. Administrative Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13. Preliminary/Planning Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14. Land/Structures/Right-of-Way Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15. Architectural/Engineering Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16. Project Inspection Fees	\$4,941.25	\$4,941.25	\$0.00	\$988.25	\$3,953.00
17. Land Development Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18. Relocation Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19. Demolition and Removal Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20. Construction and Project Improvement Costs	\$0.00	\$86,786.00	\$0.00	\$17,357.20	\$69,428.80
21. Equipment Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22. Miscellaneous Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23. Total Cumulative to date (Sum of Rows 12-22)	\$4,941.25	\$91,727.25	\$0.00	\$18,346.25	\$73,381.00
24. State Funds Previously Requested					\$69,428.80
25. State funds Now Requested (Row 23 Minus Row 24)					\$3,952.20
26. Percent of State Grant Completed to Date (State Share in Row 23 Divided by Item 9)					96.55 %

**CERTIFICATION OF SPONSOR:**  
I certify that to the best of my knowledge and belief the billed costs of disbursements are in accordance with the terms of the project and that the reimbursement represents the State share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the grant.

**27. LOCAL GOVERNMENT REPRESENTATIVE (Sponsor)**

Name: Chuck Davis	Title: Mayor
Signature: 	Date: 3/28/2023

**WYDOT OFFICE USE ONLY:**

Name: Timothy Dolan, E.I.T.	Title: E.I.T, Airports Engineer
Division Approval: 	Date: 3/29/2023



<b>AIP:</b>	<b>N/A</b>	Item 18)
<b>Airport:</b>	Shively Fld	
<b>Sponsor:</b>	TOWN OF SARATOGA	
<b>Address:</b>	P.O. BOX 1015, SARATOGA, WY, 82331	

<b>Project:</b>	Improve Auto Parking, Access Road and Fence: Sewer improvements and associated work.
<b>RFR #:</b>	AER1013229 #4

	Amount Allocated	Grant #	%
Federal		N/A	0.00
State	\$76,000.00	ASA004D	80.00
Local	\$19,000.00		20.00
<b>TOTAL FUNDING</b>	<b>\$95,000.00</b>		

Payee	Invoice Number	Current Amount	Previous RFR's	Total To Date
<b>Lewis &amp; Lewis, Inc.</b>	<b>AER1013229</b>			
		\$0.00	\$86,786.00	\$86,786.00
	Construction Cost	\$0.00	\$86,786.00	\$86,786.00
<b>Sage Civil Engineering</b>	<b>AER1013229</b>			
		\$4,941.25	\$0.00	\$4,941.25
	Project Inspection Cost	\$4,941.25	\$0.00	\$4,941.25
	<b>TOTAL</b>	<b>\$4,941.25</b>	<b>\$86,786.00</b>	<b>\$91,727.25</b>
	FAA Share	\$0.00	\$0.00	\$0.00
	STATE Share	\$3,952.20	\$69,428.80	\$73,381.00
	SPONSOR Share	\$989.05	\$17,357.20	\$18,346.25



SAGE CIVIL ENGINEERING  
ENGINEERS | SURVEYORS

2824 Big Horn Ave.  
Cody, WY 82414  
P: 307-527-0915  
www.sagecivilengineering.com

Item 18)

Date	Invoice #
1/27/2023	3477

Bill To

Town of Saratoga  
P.O. Box 486  
Saratoga, WY 82331

Account #	Project			Due Date
2020-066	Entrance Rd/Parking Area - Construction			2/27/2023
Description		Qty	Rate	Amount
Entrance Road & Parking Area Improvement Project (Schedule III-Sanitary Sewer) Construction Phase Services 8/25/22 - 9/2/22 (Construction Obs. & Final Report) WYDOT Project No. ASA004D				
Project Manager		10	110.00	1,100.00
Resident Project Representative		37.25	90.00	3,352.50
Resident Project Representative Overtime		5.75	85.00	488.75

Thank you for your business!

Total \$4,941.25