

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

BOB MAUL, Chairman
RUSTY BELL
DG REARDON
DEL SHELSTAD
COLLEEN FABER

DECEMBER 7, 2021

09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)
-

VOUCHERS

- B. Vouchers

REGULAR BUSINESS

- C. [9:05 PFM Investments Quarterly Report](#) Brian Quinn/Joan Evans
D. [10:05 Transfer of Entitlements Agreements](#) Shelly Besel
E. [10:10 Public Health Crisis Response Cooperative Agreement](#) Jane Glaser

PUBLIC HEARING

- F. [10:15 Means First Extension Water & Sewer District Expansion](#) Michelle Leiker

REGULAR BUSINESS II

- G. [10:20 Vacation of Orlando Drive Viewers Report](#) Kevin Geis
H. [10:30 Board Appointment, Child Support Authority](#) Carol Seeger
I. [10:35 County Commissioners Regular Meeting Schedule 2022](#) Carol Seeger
J. [10:40 Courthouse & Annex Remodel Project Services Agreement](#) Matt Olsen/Clark
Melinkovich

BOARD OF EQUALIZATION

- K. [10:50 Approval of Orders: 2021-02; 2021-03; 2021-04; 2021-13](#)

REGULAR BUSINESS III

- L. [11:00 Gillette College](#) Dr. Walt Tribley

LUNCH RECESS

WORKSHOP

- M. 1:15 Re-districting Region 6

ADJOURN

Consent Agenda

MINUTES

Board of Commissioners Directors Workshop, November 15, 2021

Board of Commissioners Regular Meeting, November 16, 2021

Board of Commissioners Executive Session, November 16, 2021

PAYROLL PAYMENTS

November 13, 2021

CANCELLATION/REBATE OF TAXES

4310, 4327, 4328, 4329, 4330, 4331, 4332, 2021-1, 2021-2, 2021-14, 2021-25, 2021-27

CAPITAL CHANGE REQUESTS

Parks & Recreation - To purchase a squeegee replacement for stand on floor scrubber, the amount budgeted was exceeded by \$57.10

LETTER OF SUPPORT

Passenger Rail Service – Greater Northwest Passenger Rail Coalition

LINE ITEM TRANSFERS

Extension Office

Transfer \$497.31 from 103.6517.4 Travel & Transportation to 103.6283 Meals & Lodging

Parks & Recreation

Transfer \$2,000.00 from 7704.6687 Landscaping Sup. to 7704.6970 Port-A-John

Public Works

Transfer \$2,128.79 from 081.6517.5 Meals & Lodging to 081.6233.05 Software Maintenance

Transfer \$2,676.64 from 020.7085 District Support Grants to 020.7085.20 Central Campbell County

Sheriff's Office

Transfer \$1,500.00 from 051.6517.5 Meals and Lodging to 051.6326 Towing Services

OFFICE OF STATE PUBLIC DEFENDER

Donald Bellamy - Full Time Assistant Public Defender for Six Judicial District

POSITION VACANCY JUSTIFICATIONS

Attorney's Office – Deputy County Attorney

CAM-PLEX – Event Custodian (2 Positions)

Parks & Recreation – Senior Lifeguard

Road & Bridge – Equipment Operator

Rockpile Museum – Museum Assistant

SICK LEAVE TRANSFERS

Request transfer of 40 hours from Employee #357624 to Employee #684490

Request transfer of 40 hours from Employee #259901 to Employee #684490

Request transfer of 40 hours from Employee #105179 to Employee #680341

Request transfer of 40 hours from Employee #538855 to Employee #680341

HAND WARRANTS

Campco Federal Credit Union	\$226.01
Campbell County Clerk Tax Account	274,864.85
Campbell County Treasurer – FLX/HSA	41,996.47
Great West Trust Company	28,727.50
Wyoming Child Support	1,423.51
Wyoming Department of Revenue & Taxation	2,283.28
HM Life Insurance Company	178,002.34
Campco Federal Credit Union	950.00
Campbell County Clerk Tax Account	20,445.44
Campbell County Treasurer – FLX/HSA	2,561.83
Great West Trust Company	4,595.00

The following page(s) contain the backup material for Agenda Item: [Consent Agenda](#)

Office of County Commissioners
November 15, 2021
Gillette, WY

Directors Workshop

The Campbell County Board of Commissioners met for a Directors Workshop, Monday, November 15, 2021 at 1:30 PM.

Present were Bob Maul, Rusty Bell, Colleen Faber, DG Reardon, Del Shelstad, Commissioners; Susan F. Saunders, County Clerk; Sean Brown, Deputy County Attorney; Carol Seeger, Commissioners Administrative Director; Todd Chatfield, Airport Director; Bob Tranas, Children's Developmental Services Director; Brandy Elder, HR Director; Quade Schmelzle, Weed and Pest Director; Tracey Archer, Extension Office Administrative Assistant; Jeff Bender, Fire Chief; Dwayne Dillinger, Park and Recreation Director; Liz Edwards, Fair Coordinator; Matt Olsen, Public Works Director; Jane Glaser, Public Health Director; Terri Lesley, Library Director and Robert Henning, Museum Director.

Brandy Elder provided updates on benefit costs, the Wellness food drive and employee termination checklist.

Quade Schmelzle provided updates on the grasshopper program, invasive plants and prairie dog treatments.

Carol Seeger discussed the deadline for documents to be placed on the Commissioners agenda, upcoming events and the County Board contact information on the County website.

Commissioner Colleen Faber discussed public meeting notices for County Boards.

Sean Brown arrived at the meeting at 2:20 PM.

A workshop was held with Greg Worthen on a Visionary Broadband update.

A workshop was held with Representative Eric Barlow on Region 6 Redistricting.

There being no further business to come before the Board the meeting was adjourned at 4:05 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

Office of County Commissioners
November 16, 2021
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, November 16, 2021. Chairman Maul called the meeting to order at 9:00 AM. Paster Marty Crump led in prayer and Chairman Maul led the Pledge of Allegiance.

Present were Rusty Bell, DG Reardon, Bob Maul, Del Shelstad, Colleen Faber, Commissioners; Susan F. Saunders, County Clerk; Sean Brown, Deputy County Attorney; Mitch Damsky, County Attorney and Carol Seeger, Commissioners Administrative Director.

The following consent agenda was presented:

MINUTES:

- Board of Commissioners Fire Board Meeting, October 27, 2021
- Board of Commissioners Directors Workshop, November 1, 2021
- Board of Commissioners Executive Session, November 1, 2021
- Board of Commissioners Regular Meeting, November 2, 2021
- Board of Commissioners Executive Session, November 2, 2021

MONTHLY REPORTS:

- Clerk of District Court – October 2021
- County Clerk – October 2021
- Sheriff's Department – October 2021
- Sheriff's Department, Detention – October 2021
- Treasurer's Office – October 2021
- Worker's Comp – 3rd Qtr 2021
- 941 Tax Report – 3rd Qtr 2021

PAYROLL PAYMENTS:

- October 30, 2021
- October 31, 2021

CORRESPONDENCE:

- Comments regarding Proposed Revised Rules on National Environmental Policy Act (NEPA).

- Comments regarding Endangered Species Act (ESA) critical habitat definition change.

LINE ITEM TRANSFERS:

- Public Works - Transfer \$2,400 from 020.7085 District Support Grants to 020.7085.49 Small Buttes; transfer \$11,250.38 from 020.7085 District Support Grants to 020.7085.18 Sundog

POSITION VACANCY JUSTIFICATIONS:

- Children's Developmental Services – Bus Driver
- Children's Developmental Services – Instructional Assistant
- Clerk of District Court – File Clerk I
- Public Works/Facilities Maintenance – Custodian I (Part-Time)
- Public Works/Solid Waste Division – Equipment Operator, Senior
- Road & Bridge – Equipment Operator

SICK LEAVE TRANSFER REQUESTS:

Transfer 40 hours from Employee #531733 to Employee #607064
Transfer 40 hours from Employee #531733 to Employee #607064
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Transfer 40 hours from Employee #531733 to Employee #607064
Transfer 40 hours from Employee #531733 to Employee #607064

HAND WARRANTS:

Wisconsin Department of Revenue	\$20.00
Campbell County Clerk Tax Account	20,437.68
Campbell County Treasurer – FLX/HSA	2,561.83
Campco Federal Credit Union	950.00
Great West Trust Company	4,595.00
Campbell County Treasurer	1,740.00
Campbell County Treasurer	84.86
Campco Federal Credit Union	226.01
Campbell County Clerk Tax Account	279,413.49
Campbell County Treasurer – FLX/HSA	42,301.47
Great West Trust Company	28,757.50
Wyoming Child Support	1,423.51
Circuit Court of Campbell County	119.10
CCEHBTA – Health	719,607.13
CCEHBTA – Dental	40,923.80
Delta Dental Plan of Wyoming	1,801.20
Gallagher Benefit Services (Reliance)	1,839.17
VSP of Wyoming	8,112.79
First Interstate Bank	270.00

Commissioner Bell moved to approve all items of the Consent Agenda as presented.
Commissioner Reardon seconded the motion. All Voted – Aye. Carried.

Toni Brown thanked the Board for supporting Wreaths Across America and invited them to the ceremony on December 18th.

Commissioner Bell moved to approve Resolution Number 2097 proclaiming December 12th - 21st, 2021 as Wreaths Across America Week in Campbell County, as presented. Commissioner Faber seconded the motion. All Voted – Aye. Carried.

Commissioner Shelstad moved to approve Resolution Number 2098 lifting the ban on the sale and use of fireworks for the period from and after 12:01 AM, December 26, 2021 to 12:01 AM January 2, 2022, in Campbell County outside of the corporate city limits of Gillette, as presented. Commissioner Reardon seconded the motion. All Voted – Aye. Carried.

Commissioner Faber moved to approve the Professional Services Agreement between Campbell County and HDR Engineering, Inc to perform the design and contract administration services for

the Museum Pedestrian Activated Crosswalk Project, in the amount not to exceed \$42,221.66, as presented. Commissioner Bell seconded the motion. All Voted – Aye. Carried.

Commissioner Shelstad moved to approve the Sole Source Purchase Request to install an electronic door lock system for the Public Library building from Temp Tech, in the amount not to exceed the budgeted amount of \$80,000, as presented. Commissioner Bell seconded the motion. All Voted – Aye. Carried.

Commissioner Bell moved to approve the Assignment of Interest and Release for a vehicle transfer of a 2016 Dodge Charger SSV from the Sheriff's Office to the Lusk Police Department in Lusk, Wyoming, as presented. Commissioner Shelstad seconded the motion. All Voted – Aye. Carried.

Commissioner Bell moved to approve the Amended Professional Consulting Services Agreement between Campbell County and Waypoints Wyoming, LLC amending the scope of work, method of payment and term, for the period of November 1, 2021 to June 30, 2022, as presented. Commissioner Shelstad seconded the motion. All Voted – Aye. Carried.

Commissioner Faber moved to approve the Request for Change in Position Allocation submitted by the Children's Developmental Services, changing the Bus Assistant Position to a Bus Assistant/Food Service Worker Position, Band/Range 101, as presented. Commissioner Shelstad seconded the motion. All Voted – Aye. Carried.

Commissioner Reardon moved to approve the COVID-19 Vaccine Outreach and Education Service Agreement between Campbell County and Sylvestri Customization, Inc. for the period of November 16, 2021 to December 31, 2021, as presented. Commissioner Bell seconded the motion. Commissioner Faber-Nay, Commissioner Shelstad-Nay, Commissioner Reardon-Aye, Commissioner Bell-Aye, Chairman Maul -Nay. Failed.

Commissioner Reardon moved to approve the COVID-19 Vaccine Outreach and Education Service Agreement between Campbell County and OC Equity, LLC, Inc. for the period of November 16, 2021 to December 31, 2021, as presented. Commissioner Bell seconded the motion. Commissioner Faber-Nay, Commissioner Shelstad-Nay, Commissioner Reardon-Aye, Commissioner Bell-Aye, Chairman Maul -Nay. Failed.

Commissioner Bell moved to approve Resolution Number 2099, establishing the official holidays for county employees for the calendar year 2022, as presented. Commissioner Faber seconded the motion. All Voted – Aye. Carried.

RESOLUTION NO. 2099
OF
CAMPBELL COUNTY, WYOMING
A RESOLUTION APPROVING THE OFFICIAL HOLIDAY CALENDAR FOR
COUNTY EMPLOYEES FOR THE YEAR 2022

WHEREAS, Personnel Guideline No. 402 of the Campbell County Personnel Guidelines provides for the observance of holidays each year as set by the Campbell County Board of Commissioners; and

WHEREAS, per Wyoming Statute § 18-3-103 as amended, county officers shall keep their offices open during the usual business hours of each day excluding Saturdays, Sundays, legal holidays and other days as established by County commissioners through resolution; and

WHEREAS, it is understood that this resolution shall not apply to all county departments as some are required to be in operation continuously.

NOW THEREFORE BE IT RESOLVED by the Campbell County Board of Commissioners, the list of holidays and other days as set forth below shall be observed during calendar year 2022 as paid days off for Campbell County employees employed at the following departments:

Airport, Assessor, Attorney, Clerk, Commissioner's, Clerk of District Court, Coroner, Extension, Fair, HR/Risk, ITS, Juvenile Probation, Parks & Recreation, Public Health, Public Works (except Landfill), Road & Bridge, Sheriff's Office, and Treasurer:

Equality Day	Monday, January 17 th
Presidents Day	Monday, February 21 st
Memorial Day	Monday, May 30 th
Independence Day	Monday, July 4 th
Labor Day	Monday, September 5 th
Columbus Day	Monday, October 10 th
Veterans Day	Friday, November 11 th
Thanksgiving Day	Thursday, November 24 th
Employee Appreciation Day	Friday, November 25 th
Christmas Day	Monday, December 26 th
New Year's Day, 2023	Monday, January 2 nd , 2023

Campbell County Public Library Systems:

Equality Day	Monday, January 17 th
Presidents Day	Monday, February 21 st
Memorial Day	Monday, May 30 th
Independence Day	Monday, July 4 th
Labor Day	Monday, September 5 th
Columbus Day	Monday, October 10 th
Veterans Day	Friday, November 11 th
Thanksgiving Day	Thursday, November 24 th
Employee Appreciation Day	Floating – to be accrued on Friday, November 25 th
Christmas Day	Monday, December 26 th
New Year's Day, 2023	Monday, January 2 nd , 2023

Campbell County Landfill:

Equality Day- Observed	Saturday, January 15 th
Presidents Day- Observed	Saturday, February 19 th
Memorial Day	Monday, May 30 st
Independence Day	Monday, July 4 th
Labor Day	Monday, September 5 th
Columbus Day- Observed	Saturday, October 8 th

Veterans Day	Friday, November 11 th
Thanksgiving Day	Thursday, November 24 th
Employee Appreciation Day	Saturday, November 26 th
Christmas Day	Monday, December 26 th
New Year's Day, 2023	Monday, January 2 nd , 2023
Campbell County Children's Developmental Services:	
Equality Day	Floating – to be accrued on Monday, January 17 th
Presidents Day	Floating– to be accrued on Monday, February 21 st
Memorial Day	Monday, May 30 th
Independence Day	Monday, July 4 th
Labor Day	Monday, September 5 th
Columbus Day	Floating – to be accrued on Monday, October 10 th
Veterans Day	Floating- to be accrued on Friday, November 11 th
Thanksgiving Day	Thursday, November 24 th
Employee Appreciation Day	Friday, November 25 th
Christmas Day	Monday, December 26 th
New Year's Day, 2023	Monday, January 2 nd , 2023
Campbell County Rockpile Museum:	
Equality Day	Monday, January 17 th
Presidents' Day	Monday, February 21 st
Memorial Day	Floating – to be accrued on Monday, May 30 th
Independence Day	Floating – to be accrued on Monday, July 4 th
Labor Day	Floating – to be accrued on Monday, September 5 th
Columbus Day	Monday, October 10 th
Veterans Day	Friday, November 11 th
Thanksgiving Day	Thursday, November 24 th
Employee Appreciation Day	Friday, November 25 th
Christmas Day	Floating – to be accrued on December 26 th
New Year's Day, 2023	Floating, to be accrued on January 2, 2023

RESOLVED this 16th day of November 2021

BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING

Commissioner Faber moved to approve the Compensation Adjustment for the Public Health Nurse Position from Range 109 to 110 and Public Health Nurse, Senior Position from Range 110 to 111, as presented. Commissioner Shelstad seconded the motion. All Voted – Aye. Carried.

Commissioner Bell moved to appoint Sandra Glock and Scott Thompson to each serve on the High Country Improvement and Service District until the next election to be held March 2022, as presented. Commissioner Faber seconded the motion. All Voted – Aye. Carried.

Commissioner Bell moved to convene into an executive session to discuss property acquisition and personnel. Commissioner Faber seconded the motion. All Voted – Aye. Carried.

The Board reconvened into their regular meeting at 10:40 AM.

There being no further business to come before the Commissioners the meeting was adjourned at 10:40 AM. The next regular meeting of the Commissioners will be held Tuesday, December 7, 2021, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Susan F. Saunders, County Clerk
Board of County Commissioners

Bob Maul, Chairman
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: www.ccgov.net

PAYROLL PAYMENT



FOR THE PAY PERIOD (s) ENDING

November 13, 2021

We do hereby approve the County Payroll as presented this 7th day of December, 2021

Member

Member

Member

Member

Chairman

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4310

6-18-21
date processed

NAME: TR OPERATING LLC

NOTICE ISSUED FOR:

NOVC# 2021-0230

OTHER:

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

*Tax Only D100 STM
TR Operating*

YEAR 2020

ACCOUNT/PARCEL# 50050104

TAX NOTICE NO. 5422

DISTRICT NO. 100

ASSESSED VALUATION: 39,974

AMOUNT:\$ 2,400.68

Troy S. Clements

COUNTY ASSESSOR

APPROVED: _____

DENIED: _____

THIS _____ DAY OF _____, 20____

BOARD OF COUNTY COMMISSIONERS



FILED _____, 20____

COUNTY CLERK



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
TR OPERATING LLC**

**NOTICE OF VALUATION CHANGE
2021-0230**

Operator ID: 02128

**ASSESSOR
Campbell**

Page 1 of 2

1. On May 11, 2021, TR Operating LLC filed an amended return for property number 10012.
2. TR Operating LLC filed the amended return for property number 10012 on their own initiative.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. TR OPERATING LLC address is:

TR OPERATING LLC
JAMES HUME
31955 CASTLE CT., SUITE 35-1
EVERGREEN, COLORADO 80439

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF
TR OPERATING LLC

NOTICE OF VALUATION CHANGE
2021-0230

Operator ID: 02128

ASSESSOR
Campbell

Page 2 of 2

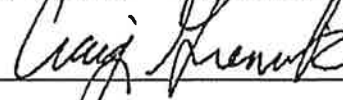
<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2020	2019	DILLINGER RANCH	010012	Campbell	0100	Oil	(39,974)

MADE AND ENTERED at Cheyenne, Wyoming, this 9th day of June, 20 21



Dan Noble
Director, Department of Revenue

WYOMING DEPARTMENT OF REVENUE



Craig Grenvik
Administrator, Mineral Tax Division

6-18-21

NOV #2021-0230

(39,974)

ML X 60.056
(\$2,400.68)

Rebate #4310

see SCH #50104

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

PETITION FOR REBATE/CANCELLATION OF TAXES

10-7-21
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4327

NAME: POWDER RIVER OIL COMPANY

NOTICE ISSUED FOR:

NOVC#

OTHER: WELL WAS P&A'D

 PARTIAL
✓ REBATE
 CANCELLATION

YEAR 2020

ACCOUNT/PARCEL# 7666

TAX NOTICE NO. 4231

DISTRICT NO. 100

ASSESSED VALUATION: 3,633

AMOUNT:\$ 218.18

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 _____

COUNTY CLERK

V57111

Maintain Past Years

Action Code: I

V5711

Schedule #: 7666 Yr: 2020 Owner: POWDER RIVER OIL COMPANY
 Receipt #: 4231 Addr1: ATTN DON ADAMS & ASSOCIATES
 Parcel ID: 17222200007666 Addr2: 823 9TH ST
 City: GOLDEN St CO Zip 804011012

Book Page

District . . . : 100 CAMPBELL COUNTY

Owner Type . . : 4 General Public

Zone Code. . . :

Imps Code. . . :

Status . . . : ACTIVE

Sq. Ft:

Acres :

Yr Blt:

Market

Taxable

Land :

Imps :

Eqlz :

Pers : 31,591 3,633

Exmpt:

State:

Total: 31,591 3,633

----- DESCRIPTION -----

S:

PERSONAL PROPERTY

Lot/Sec:

Block/Twnshp: Range:

House#: Dir: St: Suf: Unt:

F2=Etal F4=Addl Name F5=Addl Legal F6=A/R F8=Note F10=P/D F11=Bank F24=More

10-7-21

Well P & A'd

Rebate #4327

\$3,633

MLX60.056

\$218.18

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-21
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4328

NAME: PETRO-HUNT LLC

NOTICE ISSUED FOR:

NOVC# 2021-0368

OTHER:

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2017

ACCOUNT/PARCEL# 50050567

TAX NOTICE NO. 4158

DISTRICT NO. 100

ASSESSED VALUATION: 1,799

AMOUNT:\$ 106.98

Troy S. Clements COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
PETRO-HUNT LLC**

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

**ASSESSOR
Campbell**

Page 1 of 8

On August 16, 2021, a deficiency assessment was issued by the Wyoming Department of Revenue to Petro-Hunt, LLC for the attached properties.

The Wyoming Department of Revenue issued the deficiency assessment as a result of an audit conducted by the Wyoming Department of Audit. Discrepancies were discovered in the reporting of oil & natural gas production for the attached properties. W.S. 39-14-209(d)(iii) may be applicable.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. PETRO-HUNT LLC address is:

PETRO-HUNT LLC
RODRIGO SANCHEZ
2101 CEDAR SPRINGS ROAD SUITE 600
DALLAS, TEXAS 75201

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

Page 2 of 8

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	059684	Campbell	0100	Oil	(7,894)
2019	2018	WILDCAT	059125	Campbell	0100	Oil	0
2018	2017	WILDCAT	003858	Campbell	0100	Oil	28,361
2018	2017	WILDCAT	005361	Campbell	0100	Oil	(17,956)
2018	2017	WILDCAT	059683	Campbell	0100	Natural Gas	2,202
2018	2017	WILDCAT	003097	Campbell	0100	Natural Gas	4,784
2019	2018	WILDCAT	009280	Campbell	0100	Natural Gas	(31)
2018	2017	WILDCAT	059525	Campbell	0100	Natural Gas	10,802
2018	2017	WILDCAT	059608	Campbell	0100	Oil	2,494
2019	2018	WILDCAT	059125	Campbell	0100	Natural Gas	1
2019	2018	WILDCAT	059124	Campbell	0100	Oil	2
2018	2017	WILDCAT	004545	Campbell	0100	Oil	(4,882)
2019	2018	WILDCAT	059267	Campbell	0100	Oil	1
2018	2017	WILDCAT	003858	Campbell	0100	Natural Gas	5,019
2018	2017	WILDCAT	059608	Campbell	0100	Natural Gas	4,695
2018	2017	WILDCAT	059683	Campbell	0100	Oil	(9,179)
2019	2018	WILDCAT	059124	Campbell	0100	Natural Gas	(64)
2019	2018	WILDCAT	059267	Campbell	0100	Natural Gas	(25)
2018	2017	WILDCAT	004545	Campbell	0100	Natural Gas	6,496
2018	2017	WILDCAT	005362	Campbell	0100	Natural Gas	1,372
2018	2017	WILDCAT	000669	Campbell	0100	Natural Gas	15,641
2018	2017	WILDCAT	059818	Campbell	0100	Natural Gas	2,431

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

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<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	005362	Campbell	0100	Oil	12,357
2019	2018	WILDCAT	059401	Campbell	0100	Oil	4
2019	2018	WILDCAT	000673	Campbell	0100	Oil	(1)
2019	2018	WILDCAT	059400	Campbell	0100	Natural Gas	0
2018	2017	WILDCAT	059818	Campbell	0100	Oil	1,186
2018	2017	WILDCAT	005361	Campbell	0100	Natural Gas	7,890
2018	2017	WILDCAT	005371	Campbell	0100	Oil	(9,109)
2018	2017	WILDCAT	059684	Campbell	0100	Natural Gas	1,622
2019	2018	WILDCAT	000669	Campbell	0100	Oil	(2)
2018	2017	WILDCAT	000673	Campbell	0100	Natural Gas	9,197
2019	2018	CHEROKE RIDGE	000674	Campbell	0100	Oil	0
2019	2018	WILDCAT	059400	Campbell	0100	Oil	(2)
2019	2018	WILDCAT	003097	Campbell	0100	Oil	100
2017	2016	WILDCAT	059125	Campbell	0100	Oil	0
2019	2018	WILDCAT	059401	Campbell	0100	Natural Gas	(1,336)
2019	2018	WILDCAT	000812	Campbell	0100	Natural Gas	(860)
2019	2018	WILDCAT	007528	Campbell	0100	Oil	348
2018	2017	CHEROKE RIDGE	000674	Campbell	0100	Natural Gas	184
2019	2018	WILDCAT	007528	Campbell	0100	Natural Gas	82,409
2019	2018	WILDCAT	059524	Campbell	0100	Natural Gas	0
2019	2018	WILDCAT	000812	Campbell	0100	Oil	0
2019	2018	WILDCAT	059525	Campbell	0100	Oil	0

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<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2017	2016	WILDCAT	059124	Campbell	0100	Oil	2
2019	2018	WILDCAT	059524	Campbell	0100	Oil	0
2019	2018	WILDCAT	059525	Campbell	0100	Natural Gas	8,574
2018	2017	WILDCAT	005371	Campbell	0100	Natural Gas	51,852
2019	2018	WILDCAT	059608	Campbell	0100	Oil	0
2017	2016	WILDCAT	059124	Campbell	0100	Natural Gas	2,644
2019	2018	WILDCAT	059683	Campbell	0100	Oil	(3)
2017	2016	WILDCAT	059400	Campbell	0100	Oil	0
2019	2018	WILDCAT	059818	Campbell	0100	Oil	0
2019	2018	WILDCAT	004545	Campbell	0100	Oil	1
2019	2018	WILDCAT	003858	Campbell	0100	Natural Gas	(167)
2017	2016	WILDCAT	000673	Campbell	0100	Oil	0
2019	2018	WILDCAT	059608	Campbell	0100	Natural Gas	(1)
2017	2016	WILDCAT	059125	Campbell	0100	Natural Gas	3,218
2019	2018	WILDCAT	004545	Campbell	0100	Natural Gas	(409)
2019	2018	WILDCAT	059684	Campbell	0100	Oil	(1)
2017	2016	WILDCAT	059267	Campbell	0100	Oil	1
2019	2018	WILDCAT	003858	Campbell	0100	Oil	97
2019	2018	WILDCAT	003097	Campbell	0100	Natural Gas	(486)
2019	2018	WILDCAT	005361	Campbell	0100	Oil	100
2019	2018	WILDCAT	059683	Campbell	0100	Natural Gas	1,338
2017	2016	WILDCAT	000669	Campbell	0100	Oil	0

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<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2017	2016	WILDCAT	059267	Campbell	0100	Natural Gas	919
2019	2018	WILDCAT	005361	Campbell	0100	Natural Gas	(418)
2017	2016	WILDCAT	059401	Campbell	0100	Natural Gas	5,144
2019	2018	WILDCAT	059684	Campbell	0100	Natural Gas	(387)
2019	2018	WILDCAT	005371	Campbell	0100	Oil	301
2019	2018	WILDCAT	000673	Campbell	0100	Natural Gas	7,068
2017	2016	WILDCAT	000812	Campbell	0100	Oil	0
2017	2016	WILDCAT	059401	Campbell	0100	Oil	0
2017	2016	WILDCAT	059525	Campbell	0100	Oil	0
2019	2018	WILDCAT	059818	Campbell	0100	Natural Gas	2
2017	2016	WILDCAT	059400	Campbell	0100	Natural Gas	5,636
2017	2016	WILDCAT	059524	Campbell	0100	Natural Gas	6,229
2019	2018	WILDCAT	009273	Campbell	0100	Oil	151
2019	2018	WILDCAT	000669	Campbell	0100	Natural Gas	12,879
2019	2018	WILDCAT	005362	Campbell	0100	Oil	202
2017	2016	WILDCAT	059524	Campbell	0100	Oil	0
2019	2018	WILDCAT	005362	Campbell	0100	Natural Gas	1,268
2017	2016	CHEROKEE RIDGE	000674	Campbell	0100	Oil	1
2017	2016	WILDCAT	003097	Campbell	0100	Oil	(1,799)
2017	2016	WILDCAT	004545	Campbell	0100	Oil	(4)
2017	2016	WILDCAT	003858	Campbell	0100	Natural Gas	11,841
2018	2017	WILDCAT	059124	Campbell	0100	Oil	(9,155)

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2017	2016	WILDCAT	059608	Campbell	0100	Natural Gas	7,812
2019	2018	WILDCAT	005371	Campbell	0100	Natural Gas	36,456
2017	2016	WILDCAT	059683	Campbell	0100	Oil	(3)
2018	2017	WILDCAT	059124	Campbell	0100	Natural Gas	1,488
2017	2016	WILDCAT	003858	Campbell	0100	Oil	0
2018	2017	WILDCAT	059125	Campbell	0100	Oil	14,330
2017	2016	WILDCAT	059684	Campbell	0100	Oil	0
2017	2016	WILDCAT	003097	Campbell	0100	Natural Gas	6,391
2019	2018	WILDCAT	009273	Campbell	0100	Natural Gas	(711)
2017	2016	WILDCAT	000812	Campbell	0100	Natural Gas	5,917
2017	2016	WILDCAT	059525	Campbell	0100	Natural Gas	11,868
2017	2016	WILDCAT	059608	Campbell	0100	Oil	0
2018	2017	WILDCAT	059400	Campbell	0100	Natural Gas	3,338
2017	2016	WILDCAT	005361	Campbell	0100	Natural Gas	13,404
2017	2016	WILDCAT	059818	Campbell	0100	Oil	0
2018	2017	WILDCAT	059267	Campbell	0100	Oil	832
2017	2016	WILDCAT	005362	Campbell	0100	Oil	0
2017	2016	WILDCAT	059684	Campbell	0100	Natural Gas	2,360
2017	2016	WILDCAT	005371	Campbell	0100	Oil	0
2018	2017	WILDCAT	059400	Campbell	0100	Oil	2,944
2018	2017	WILDCAT	059267	Campbell	0100	Natural Gas	556
2018	2017	WILDCAT	000669	Campbell	0100	Oil	1,523

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2017	2016	WILDCAT	004545	Campbell	0100	Natural Gas	10,467
2017	2016	WILDCAT	000669	Campbell	0100	Natural Gas	18,688
2017	2016	WILDCAT	005361	Campbell	0100	Oil	3
2017	2016	WILDCAT	059683	Campbell	0100	Natural Gas	666
2017	2016	WILDCAT	059818	Campbell	0100	Natural Gas	3,489
2018	2017	WILDCAT	059125	Campbell	0100	Natural Gas	1,856
2018	2017	WILDCAT	059401	Campbell	0100	Oil	12,538
2018	2017	WILDCAT	000673	Campbell	0100	Oil	3,233
2019	2018	WILDCAT	009280	Campbell	0100	Oil	0
2018	2017	WILDCAT	059524	Campbell	0100	Natural Gas	4,462
2017	2016	WILDCAT	000673	Campbell	0100	Natural Gas	13,219
2018	2017	WILDCAT	059524	Campbell	0100	Oil	(9,520)
2017	2016	WILDCAT	005371	Campbell	0100	Natural Gas	64,024
2018	2017	CHEROKE RIDGE	000674	Campbell	0100	Oil	(1)
2018	2017	WILDCAT	059401	Campbell	0100	Natural Gas	3,396
2018	2017	WILDCAT	003097	Campbell	0100	Oil	924
2017	2016	WILDCAT	005362	Campbell	0100	Natural Gas	3,486
2018	2017	WILDCAT	007528	Campbell	0100	Oil	(88,590)
2018	2017	WILDCAT	000812	Campbell	0100	Natural Gas	2,846
2017	2016	CHEROKE RIDGE	000674	Campbell	0100	Natural Gas	700
2018	2017	WILDCAT	007528	Campbell	0100	Natural Gas	81,691
2018	2017	WILDCAT	000812	Campbell	0100	Oil	13,215

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2018	2017	WILDCAT	059525	Campbell	0100	Oil	1,107

MADE AND ENTERED at Cheyenne, Wyoming, this 25th day of October, 2021.

WYOMING DEPARTMENT OF REVENUE

Brenda L. Henson

Brenda L. Henson
Director, Department of Revenue

Craig Grenvik

Craig Grenvik
Administrator, Mineral Tax Division

11-1-2018 2017-GAS \$198,122
Added Roll
see Schl #47682
ML x 59.468
\$11,781.52

C.R.W. #50550

2018-GAS \$223,820
Added Roll
see Schl #47683
ML 59.607
\$13,341.24

C.R.W. #50550

2019-GAS \$145,100
Added Roll
see Schl #47684
ML 59.912
\$8,693.23

C.R.W. #50550

2017-Oil (\$1,799)
Rebate #4378
see Schl #50567
ML 59.468
\$106.98

2018-Oil (\$61,242)
Rebate #
see Schl #50567
ML x 59.607
\$3,656.45

2019-Oil \$1,298
Added Roll
see Schl #47685
ML 59.912
\$77.77

C.R.W. #50567

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
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ADMINNO: 13143

TAXROLL CORRECTION
Tax Year: 2017

To: CAMPBELL TREASURER

From: CAMPBELL ASSESSOR

Correction Type:

Name: PETRO-HUNT LLC

Account #: C0050567

ATTN CAROL E BERG

Map #:

Address: 2101 CEDAR SPRINGS RD STE 600

Parcel #:

DALLAS, TX 75201-1591

Account Type State Assessed

Sub\Lot\Block

Legal Desc:

PLEASE MAKE THE FOLLOWING CHANGES TO THE TAX ROLL
FOR THE ABOVE MENTIONED YEAR

Tax District:	0100	Actual Value	Assessed Value	Mill Levy	Total Tax	Penalty \$
Prior Values		\$15,426,123.00	\$15,426,123.00	59.4660	\$917,329.83	\$0.00
Adjusted Values		\$15,424,324.00	\$15,424,324.00	59.4660	\$917,222.85	\$0.00
Difference	Decrease Tax Roll	-\$1,799.00	-\$1,799.00	0.0000	-\$106.98	\$0.00

Reason 11-1-21 REBATE #4328 PER NOVC #2021-0368 (\$1,799) (\$106.98).

Appraiser

Date

Reviewed By

Date

Signature

Date

10/28/2021

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-21
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 4329

NAME: PETRO-HUNT LLC

NOTICE ISSUED FOR:

NOVC# 2021-0368

OTHER:

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2018

ACCOUNT/PARCEL# 50050567

TAX NOTICE NO. 4070

DISTRICT NO. 100

ASSESSED VALUATION: 61,242

AMOUNT:\$ 3,650.45

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK



WYOMING DEPARTMENT OF REVENUE

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Campbell**

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On August 16, 2021, a deficiency assessment was issued by the Wyoming Department of Revenue to Petro-Hunt, LLC for the attached properties.

The Wyoming Department of Revenue issued the deficiency assessment as a result of an audit conducted by the Wyoming Department of Audit. Discrepancies were discovered in the reporting of oil & natural gas production for the attached properties. W.S. 39-14-209(d)(iii) may be applicable.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. PETRO-HUNT LLC address is:

PETRO-HUNT LLC
RODRIGO SANCHEZ
2101 CEDAR SPRINGS ROAD SUITE 600
DALLAS, TEXAS 75201

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

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2018	2017	WILDCAT	059684	Campbell	0100	Oil	(7,894)
2019	2018	WILDCAT	059125	Campbell	0100	Oil	0
2018	2017	WILDCAT	003858	Campbell	0100	Oil	28,361
2018	2017	WILDCAT	005361	Campbell	0100	Oil	(17,956)
2018	2017	WILDCAT	059683	Campbell	0100	Natural Gas	2,202
2018	2017	WILDCAT	003097	Campbell	0100	Natural Gas	4,784
2019	2018	WILDCAT	009280	Campbell	0100	Natural Gas	(31)
2018	2017	WILDCAT	059525	Campbell	0100	Natural Gas	10,802
2018	2017	WILDCAT	059608	Campbell	0100	Oil	2,494
2019	2018	WILDCAT	059125	Campbell	0100	Natural Gas	1
2019	2018	WILDCAT	059124	Campbell	0100	Oil	2
2018	2017	WILDCAT	004545	Campbell	0100	Oil	(4,882)
2019	2018	WILDCAT	059267	Campbell	0100	Oil	1
2018	2017	WILDCAT	003858	Campbell	0100	Natural Gas	5,019
2018	2017	WILDCAT	059608	Campbell	0100	Natural Gas	4,695
2018	2017	WILDCAT	059683	Campbell	0100	Oil	(9,179)
2019	2018	WILDCAT	059124	Campbell	0100	Natural Gas	(64)
2019	2018	WILDCAT	059267	Campbell	0100	Natural Gas	(25)
2018	2017	WILDCAT	004545	Campbell	0100	Natural Gas	6,496
2018	2017	WILDCAT	005362	Campbell	0100	Natural Gas	1,372
2018	2017	WILDCAT	000669	Campbell	0100	Natural Gas	15,641
2018	2017	WILDCAT	059818	Campbell	0100	Natural Gas	2,431

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2018	2017	WILDCAT	005362	Campbell	0100	Oil	12,357
2019	2018	WILDCAT	059401	Campbell	0100	Oil	4
2019	2018	WILDCAT	000673	Campbell	0100	Oil	(1)
2019	2018	WILDCAT	059400	Campbell	0100	Natural Gas	0
2018	2017	WILDCAT	059818	Campbell	0100	Oil	1,186
2018	2017	WILDCAT	005361	Campbell	0100	Natural Gas	7,890
2018	2017	WILDCAT	005371	Campbell	0100	Oil	(9,109)
2018	2017	WILDCAT	059684	Campbell	0100	Natural Gas	1,622
2019	2018	WILDCAT	000669	Campbell	0100	Oil	(2)
2018	2017	WILDCAT	000673	Campbell	0100	Natural Gas	9,197
2019	2018	CHEROKE RIDGE	000674	Campbell	0100	Oil	0
2019	2018	WILDCAT	059400	Campbell	0100	Oil	(2)
2019	2018	WILDCAT	003097	Campbell	0100	Oil	100
2017	2016	WILDCAT	059125	Campbell	0100	Oil	0
2019	2018	WILDCAT	059401	Campbell	0100	Natural Gas	(1,336)
2019	2018	WILDCAT	000812	Campbell	0100	Natural Gas	(860)
2019	2018	WILDCAT	007528	Campbell	0100	Oil	348
2018	2017	CHEROKE RIDGE	000674	Campbell	0100	Natural Gas	184
2019	2018	WILDCAT	007528	Campbell	0100	Natural Gas	82,409
2019	2018	WILDCAT	059524	Campbell	0100	Natural Gas	0
2019	2018	WILDCAT	000812	Campbell	0100	Oil	0
2019	2018	WILDCAT	059525	Campbell	0100	Oil	0

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2017	2016	WILDCAT	059124	Campbell	0100	Oil	2
2019	2018	WILDCAT	059524	Campbell	0100	Oil	0
2019	2018	WILDCAT	059525	Campbell	0100	Natural Gas	8,574
2018	2017	WILDCAT	005371	Campbell	0100	Natural Gas	51,852
2019	2018	WILDCAT	059608	Campbell	0100	Oil	0
2017	2016	WILDCAT	059124	Campbell	0100	Natural Gas	2,644
2019	2018	WILDCAT	059683	Campbell	0100	Oil	(3)
2017	2016	WILDCAT	059400	Campbell	0100	Oil	0
2019	2018	WILDCAT	059818	Campbell	0100	Oil	0
2019	2018	WILDCAT	004545	Campbell	0100	Oil	1
2019	2018	WILDCAT	003858	Campbell	0100	Natural Gas	(167)
2017	2016	WILDCAT	000673	Campbell	0100	Oil	0
2019	2018	WILDCAT	059608	Campbell	0100	Natural Gas	(1)
2017	2016	WILDCAT	059125	Campbell	0100	Natural Gas	3,218
2019	2018	WILDCAT	004545	Campbell	0100	Natural Gas	(409)
2019	2018	WILDCAT	059684	Campbell	0100	Oil	(1)
2017	2016	WILDCAT	059267	Campbell	0100	Oil	1
2019	2018	WILDCAT	003858	Campbell	0100	Oil	97
2019	2018	WILDCAT	003097	Campbell	0100	Natural Gas	(486)
2019	2018	WILDCAT	005361	Campbell	0100	Oil	100
2019	2018	WILDCAT	059683	Campbell	0100	Natural Gas	1,338
2017	2016	WILDCAT	000669	Campbell	0100	Oil	0

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

Page 5 of 8

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2017	2016	WILDCAT	059267	Campbell	0100	Natural Gas	919
2019	2018	WILDCAT	005361	Campbell	0100	Natural Gas	(418)
2017	2016	WILDCAT	059401	Campbell	0100	Natural Gas	5,144
2019	2018	WILDCAT	059684	Campbell	0100	Natural Gas	(387)
2019	2018	WILDCAT	005371	Campbell	0100	Oil	301
2019	2018	WILDCAT	000673	Campbell	0100	Natural Gas	7,068
2017	2016	WILDCAT	000812	Campbell	0100	Oil	0
2017	2016	WILDCAT	059401	Campbell	0100	Oil	0
2017	2016	WILDCAT	059525	Campbell	0100	Oil	0
2019	2018	WILDCAT	059818	Campbell	0100	Natural Gas	2
2017	2016	WILDCAT	059400	Campbell	0100	Natural Gas	5,636
2017	2016	WILDCAT	059524	Campbell	0100	Natural Gas	6,229
2019	2018	WILDCAT	009273	Campbell	0100	Oil	151
2019	2018	WILDCAT	000669	Campbell	0100	Natural Gas	12,879
2019	2018	WILDCAT	005362	Campbell	0100	Oil	202
2017	2016	WILDCAT	059524	Campbell	0100	Oil	0
2019	2018	WILDCAT	005362	Campbell	0100	Natural Gas	1,268
2017	2016	CHEROKE RIDGE	000674	Campbell	0100	Oil	1
2017	2016	WILDCAT	003097	Campbell	0100	Oil	(1,799)
2017	2016	WILDCAT	004545	Campbell	0100	Oil	(4)
2017	2016	WILDCAT	003858	Campbell	0100	Natural Gas	11,841
2018	2017	WILDCAT	059124	Campbell	0100	Oil	(9,155)

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WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

Page 6 of 8

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2017	2016	WILDCAT	059608	Campbell	0100	Natural Gas	7,812
2019	2018	WILDCAT	005371	Campbell	0100	Natural Gas	36,456
2017	2016	WILDCAT	059683	Campbell	0100	Oil	(3)
2018	2017	WILDCAT	059124	Campbell	0100	Natural Gas	1,488
2017	2016	WILDCAT	003858	Campbell	0100	Oil	0
2018	2017	WILDCAT	059125	Campbell	0100	Oil	14,330
2017	2016	WILDCAT	059684	Campbell	0100	Oil	0
2017	2016	WILDCAT	003097	Campbell	0100	Natural Gas	6,391
2019	2018	WILDCAT	009273	Campbell	0100	Natural Gas	(711)
2017	2016	WILDCAT	000812	Campbell	0100	Natural Gas	5,917
2017	2016	WILDCAT	059525	Campbell	0100	Natural Gas	11,868
2017	2016	WILDCAT	059608	Campbell	0100	Oil	0
2018	2017	WILDCAT	059400	Campbell	0100	Natural Gas	3,338
2017	2016	WILDCAT	005361	Campbell	0100	Natural Gas	13,404
2017	2016	WILDCAT	059818	Campbell	0100	Oil	0
2018	2017	WILDCAT	059267	Campbell	0100	Oil	832
2017	2016	WILDCAT	005362	Campbell	0100	Oil	0
2017	2016	WILDCAT	059684	Campbell	0100	Natural Gas	2,360
2017	2016	WILDCAT	005371	Campbell	0100	Oil	0
2018	2017	WILDCAT	059400	Campbell	0100	Oil	2,944
2018	2017	WILDCAT	059267	Campbell	0100	Natural Gas	556
2018	2017	WILDCAT	000669	Campbell	0100	Oil	1,523

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
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WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

Page 7 of 8

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2017	2016	WILDCAT	004545	Campbell	0100	Natural Gas	10,467
2017	2016	WILDCAT	000669	Campbell	0100	Natural Gas	18,688
2017	2016	WILDCAT	005361	Campbell	0100	Oil	3
2017	2016	WILDCAT	059683	Campbell	0100	Natural Gas	666
2017	2016	WILDCAT	059818	Campbell	0100	Natural Gas	3,489
2018	2017	WILDCAT	059125	Campbell	0100	Natural Gas	1,856
2018	2017	WILDCAT	059401	Campbell	0100	Oil	12,538
2018	2017	WILDCAT	000673	Campbell	0100	Oil	3,233
2019	2018	WILDCAT	009280	Campbell	0100	Oil	0
2018	2017	WILDCAT	059524	Campbell	0100	Natural Gas	4,462
2017	2016	WILDCAT	000673	Campbell	0100	Natural Gas	13,219
2018	2017	WILDCAT	059524	Campbell	0100	Oil	(9,520)
2017	2016	WILDCAT	005371	Campbell	0100	Natural Gas	64,024
2018	2017	CHEROKE RIDGE	000674	Campbell	0100	Oil	(1)
2018	2017	WILDCAT	059401	Campbell	0100	Natural Gas	3,396
2018	2017	WILDCAT	003097	Campbell	0100	Oil	924
2017	2016	WILDCAT	005362	Campbell	0100	Natural Gas	3,486
2018	2017	WILDCAT	007528	Campbell	0100	Oil	(88,590)
2018	2017	WILDCAT	000812	Campbell	0100	Natural Gas	2,846
2017	2016	CHEROKE RIDGE	000674	Campbell	0100	Natural Gas	700
2018	2017	WILDCAT	007528	Campbell	0100	Natural Gas	81,691
2018	2017	WILDCAT	000812	Campbell	0100	Oil	13,215

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WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF**

PETRO-HUNT LLC

Operator ID: 02311

**NOTICE OF VALUATION CHANGE
2021-0368**

ASSESSOR

Campbell

Page 8 of 8

<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2018	2017	WILDCAT	059525	Campbell	0100	Oil	1,107

MADE AND ENTERED at Cheyenne, Wyoming, this 25th day of October, 2021.

WYOMING DEPARTMENT OF REVENUE

Brenda L. Henson

**Brenda L. Henson
Director, Department of Revenue**

Craig Grenvik

**Craig Grenvik
Administrator, Mineral Tax Division**

11-1-2017 2017-GAS \$198,122
Added Roll
see Schl #47682
ML x 59.466
\$11,781.52

CRW #50550

2018-GAS \$223,820
Added Roll
see Schl #47683
ML 59.607
\$13,341.24

CRW #50550

2019-GAS \$145,100
Added Roll
see Schl #47684
ML 59.912
\$8,693.23

CRW #50550

2017-Oil (\$1,799)
Rebate #4378
see Schl #50567
ML 59.466
\$106.98

2018-Oil (\$61,242)
Rebate #
see Schl #50567
ML x 59.607
\$3,650.45

2019-Oil \$1,298
Added Roll
see Schl #47685
ML 59.912
\$77.77

CRW #50567

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-2021
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 4330

NAME: RUNYON REBECCA L

NOTICE ISSUED FOR:

NOVC#

OTHER: PARTIAL REBATE-VALUE CORRECTION

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2018

ACCOUNT/PARCEL# 10045962

TAX NOTICE NO. 21185

DISTRICT NO. 150

ASSESSED VALUATION: 4,048

AMOUNT:\$ 273.67

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-2021
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 4330

NAME: RUNYON REBECCA L

NOTICE ISSUED FOR:

NOVC#

OTHER: PARTIAL REBATE-VALUE CORRECTION

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2018

ACCOUNT/PARCEL# 10045962

TAX NOTICE NO. 21185

DISTRICT NO. 150

ASSESSED VALUATION: 4,048

AMOUNT:\$ 273.67

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

V57111

Maintain Past Years

Action Code: I

V5711

Schedule #: 10045962 Yr: 2018 Owner: RUNYON REBECCA L
 Receipt # : 21185 Addr1: 3609 N COLLEGE PARK CT
 Parcel ID : 17497203202011 Addr2: _____
 City : GILLETTE St WY Zip 827189442

Book _____ Page _____

District . . . : 150 CITY OF GILLETTEOwner Type . . : 4 General Public

Zone Code. . . : _____

Imps Code. . . : _____

Status : ACTIVESq. Ft: 12199Acres : .28

Yr Blt: _____

MarketTaxable

Land : 52,199 4,959

Imps : 296,332 28,152

Eqlz :

Pers :

Exmpt: 3,000- 3,000-

State:

Total: 345,531 30,111

----- DESCRIPTION -----

S: 0238 COLLEGE PARKCOLLEGE PARK PH ILot/Sec: 11Block/Twnshp: 1 Range: _____House#: 3609 Dir: N St: COLLEGE PARK Suf: CT Unt: _____

F2=Etal F4=Addl Name F5=Addl Legal F6=A/R F8=Note F10=P/D F11=BanK F24=More

11-1-2021

Partial Rebate #4330
 Value Correction

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-2021
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4331

NAME: RUNYON REBECCA L

NOTICE ISSUED FOR:

NOVC#

OTHER: PARTIAL REBATE-VALUE CORRECTION

☒ PARTIAL
☒ REBATE
☐ CANCELLATION

YEAR 2019

ACCOUNT/PARCEL# 10045962

TAX NOTICE NO. 21237

DISTRICT NO. 150

ASSESSED VALUATION: 4,209

AMOUNT:\$ 285.84

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

V57111

Maintain Past Years

Action Code: I

V5711

Schedule #: 10045962 Yr: 2019 Owner: RUNYON REBECCA L
 Receipt #: 21237 Addr1: 3609 N COLLEGE PARK CT
 Parcel ID: 17497203202011 Addr2: _____
 City: GILLETTE St WY Zip 827189442

Book Page

District . . . : 150 CITY OF GILLETTE

Owner Type . . : 4 General Public

Zone Code. . . : _____

Imps Code. . . : _____

Status : ACTIVE

Sq. Ft: 12199

Acres : .28

Yr Blt: _____

Market

Taxable

Land : 52,199 4,959

Imps : 308,078 29,267

Eqlz :

Pers :

Exmpt: 3,000- 3,000-

State:

Total: 357,277 31,226

----- DESCRIPTION -----

S: 0238 COLLEGE PARK

COLLEGE PARK PH I

Lot/Sec: 11

Block/Twnshp: 1 Range: _____

House#: 3609 Dir: N St: COLLEGE PARK Suf: CT Unt: _____

F2=Etal F4=Addl Name F5=Addl Legal F6=A/R F8=Note F10=P/D F11=BanK F24=More

11-1-2021

Partial Rebate # 4331

Value Correction

ADMINNO: 13147

TAXROLL CORRECTION
Tax Year: 2019

To: CAMPBELL TREASURER

From: CAMPBELL ASSESSOR

Correction Type:

Name: RUNYON REBECCA L

Account #: R0045962

Map #: 4972032

Address: 3609 N COLLEGE PARK CT

Parcel #: 49720320201100

GILLETTE, WY 82718-9442

Account Type Residential

Sub\Lot\Block 238 \ 11 \ 1

Legal Desc: COLLEGE PARK PH I, LOT 11 BLOCK 1

PLEASE MAKE THE FOLLOWING CHANGES TO THE TAX ROLL
FOR THE ABOVE MENTIONED YEAR

Tax District: 0150	Actual Value	Assessed Value	Mill Levy	Total Tax	Penalty \$
Prior Values	\$360,277.00	\$31,226.00	67.9120	\$2,120.62	\$0.00
Adjusted Values	\$315,964.00	\$27,017.00	67.9120	\$1,834.78	\$0.00
Difference Decrease Tax Roll	-\$44,313.00	-\$4,209.00	0.0000	-\$285.84	\$0.00

Reason VALUE CORRECTION

Appraiser

Date

Reviewed By

Date

Signature

Date

10/28/2021

PETITION FOR REBATE/CANCELLATION OF TAXES

11-1-2021
date processed

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 4332

NAME: RUNYON REBECCA L

NOTICE ISSUED FOR:

NOVC#

OTHER: PARTIAL REBATE-VALUE CORRECTION

☒ PARTIAL
☐ REBATE
☐ CANCELLATION

YEAR 2020

ACCOUNT/PARCEL# 10045962

TAX NOTICE NO. 20955

DISTRICT NO. 150

ASSESSED VALUATION: 4,733

AMOUNT:\$ 322.17

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

V57111

Maintain Past Years

Action Code: I

V5711

Schedule #: 10045962 Yr: 2020 Owner: RUNYON REBECCA L
 Receipt #: 20955 Addr1: 3609 N COLLEGE PARK CT
 Parcel ID: 17497203202011 Addr2: _____
 City: GILLETTE St WY Zip 827189442

Book _____ Page _____

District . . . : 150 CITY OF GILLETTEOwner Type . . : 4 General Public

Zone Code. . . : _____ .

Imps Code. . . : _____ .

Status . . . : ACTIVESq. Ft: 12199Acres : .28

Yr Blt: _____

MarketTaxable

Land : 52,199 4,959

Imps : 346,797 32,946

Eqlz :

Pers :

Exmpt: 3,000- 3,000-

State:

Total: 395,996 34,905

----- DESCRIPTION -----

S: 0238 COLLEGE PARKCOLLEGE PARK PH ILot/Sec: 11Block/Twnshp: 1 Range: _____House#: 3609 Dir: N St: COLLEGE PARK Suf: CT Unt: _____

F2=Etal F4=Addl Name F5=Addl Legal F6=A/R F8=Note F10=P/D F11=BanK F24=More

11-1-2021

Partial Rebate # 4352
 Value Correction

ADMINNO: 13148

TAXROLL CORRECTION
Tax Year: 2020

To: CAMPBELL TREASURER

From: CAMPBELL ASSESSOR

Correction Type:

Name: RUNYON REBECCA L

Account #: R0045962

Map #: 4972032

Address: 3609 N COLLEGE PARK CT

Parcel #: 49720320201100

GILLETTE, WY 82718-9442

Account Type Residential

Sub\Lot\Block 238 \ 11 \ 1

Legal Desc: COLLEGE PARK PH I, LOT 11 BLOCK 1

PLEASE MAKE THE FOLLOWING CHANGES TO THE TAX ROLL
FOR THE ABOVE MENTIONED YEAR

Tax District: 0150	Actual Value	Assessed Value	Mill Levy	Total Tax	Penalty \$
Prior Values	\$398,996.00	\$34,905.00	68.0560	\$2,375.49	\$0.00
Adjusted Values	\$349,175.00	\$30,172.00	68.0560	\$2,053.39	\$0.00
Difference Decrease Tax Roll	-\$49,821.00	-\$4,733.00	0.0000	-\$322.10	\$0.00

Reason VALUE CORRECTION

Appraiser **Date**

Reviewed By **Date**

Signature **Date**

10/28/2021

PETITION FOR REBATE/CANCELLATION OF TAXES

10-6-21
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 2021-1

NAME: White Rock Oil & Gas LLC

NOTICE ISSUED FOR:

NOVC#

OTHER: to correct tax bill.

☐ PARTIAL
☐ REBATE
☒ CANCELLATION

YEAR- 2021

ACCOUNT/PARCEL# 60214
DISTRICT NO. 100 P# 50060214

TAX NOTICE NO. 24174

ASSESSED VALUATION: \$35,205

AMOUNT: \$ 2,120.72

Tracy A. Clements

COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

ADMINNO: 13021

TAXROLL CORRECTION
Tax Year: 2021

To: CAMPBELL TREASURER

From: CAMPBELL ASSESSOR

Correction Type:

Name: WHITE ROCK OIL AND GAS LLC

Account #: C0060214

ATTN AMY SOLBERG W/K E ANDREWS

Map #:

Address: 3615 S HURON ST STE 200

Parcel #:

ENGLEWOOD, CO 80110-3494

Account Type State Assessed

Sub\Lot\Block

Legal Desc:

PLEASE MAKE THE FOLLOWING CHANGES TO THE TAX ROLL
FOR THE ABOVE MENTIONED YEAR

Tax District: 0100	Actual Value	Assessed Value	Mill Levy	Total Tax	Penalty \$
Prior Values	\$35,205.00	\$35,205.00	60.2250	\$2,120.22	\$0.00
Adjusted Values	\$0.00	\$0.00	60.2250	\$0.00	\$0.00
Difference Decrease Tax Roll	-\$35,205.00	-\$35,205.00	0.0000	-\$2,120.22	\$0.00

Reason 10-6-21 CANCELLATION TO CORRECT TAX BILL. FOR ADDED ROLL SEE SCH #60595. TC

Appraiser

Date

Reviewed By

Date

Signature

Date

10-6-21

To Correct Tax Bill
Cancellation
see Schl #60214

(#35,205)
ML 60.225
(#2,120.22)

For Added Roll
see Schl #60595

10/05/2021

Campbell County
Rachael Knust, Treasurer
2021 STATE ASSESSED TAX BILL

(307) 682-7268
<https://www.campbellcountywy.gov>

PO. Box 1027
Gillette, WY 82717

District 0100
Parcel Number 050060214
State Acct. No. C0060214

WHITE ROCK OIL AND GAS LLC
ATTN AMY SOLBERG W/K E ANDREWS
3615 S HURON ST STE 200
ENGLEWOOD, CO 80110-3494

Assessed Valuation
Real Estate Value -35,205
Improvements/Buildings Value 0
Personal Property Value 35,205

Total Valuation 0
Mill Levy 60.225

General Taxes 2,120.22
Special Taxes 0.00

Total Tax \$2,120.22

First Installment \$1,060.11

Delinquent after November 10, 2021

Second Installment \$1,060.11

Delinquent after May 10, 2022

Address changed? Notify the County Assessor at (307) 682-7266

Legal Description

If you have sold this property and are not responsible for payment, please forward this bill to the responsible party or to this office

TAX DOLLAR USE

TAXING AUTHORITY	LEVY AMOUNT
------------------	-------------

CAMPBELL COUNTY GOVERNMENT	11.235	395.52
CNTY HOSPITAL DIST TRUST FUND	3.000	105.62
CNTY SPEC CEMETERY BOARD TRUST	.901	31.72
CNTY UNIFIED SPEC DIST TRST FD	25.000	880.12
CNTY WEED & PEST BOARD TRUST	.589	20.74
COOPERATIVE HIGHER EDUC SERV	.500	17.60
COUNTY WIDE SCHOOL TRUST FUND	6.000	211.24
STATE OF WY FOUND PRG TRST FND	12.000	422.46
UNIFIED SCHOOL - RECREATION	1.000	35.20

10/06/2021 Cancellation #2021-1 to correct tax bill assessed under wrong name should be Wold Energy Partners LLC P# 60595

Please detach and return the installment coupons provided below with payment to:
CAMPBELL COUNTY TREASURER
PO. Box 1027
Gillette, WY 82717-1027

OR

PAY YOUR 2021 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

TOTAL	60.225	2,120.22
--------------	--------	----------

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2021. 2nd half installments are delinquent after May 10, 2022.

Any delinquent installment will bear interest at 18%.

Interest on first installment will be forgiven if TOTAL TAX is paid ON OR BEFORE December 31, 2021

Tax bills are always sent directly to taxpayers. Mortgage companies are provided tax information electronically.

Please contact your mortgage company directly if in doubt about payment responsibility.

THIS IS THE ONLY BILL YOU WILL RECEIVE!

**2021 FIRST INSTALLMENT COUPON
OR TOTAL TAX DUE COUPON**

WHITE ROCK OIL AND GAS LLC
ATTN AMY SOLBERG W/K E ANDREWS
3615 S HURON ST STE 200
ENGLEWOOD, CO 80110-3494



Parcel#: 050060214

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2021): \$1,060.11
Total Tax (Due on or before 12/31/2021): \$2,120.22

2021 SECOND INSTALLMENT COUPON

WHITE ROCK OIL AND GAS LLC
ATTN AMY SOLBERG W/K E ANDREWS
3615 S HURON ST STE 200
ENGLEWOOD, CO 80110-3494



Parcel#: 050060214

Second Installment (Due on or before 05/10/2022): \$1,060.11

FUND SUMMARY

FUND	FUND DESCRIPTION	FUND AMOUNT
001	CAMPBELL COUNTY GOVERNMENT	\$ 395.53
541	COOPERATIVE HIGHER EDUC SERV	\$ 17.60
542	UNIFIED SCHOOL - RECREATION	\$ 35.21
558	CNTY HOSPITAL DIST TRUST FUND	\$ 105.61
559	CNTY UNIFIED SPEC DIST TRST FD	\$ 880.12
560	COUNTY WIDE SCHOOL TRUST FUND	\$ 211.23
561	CNTY SPEC CEMETERY BOARD TRUST	\$ 31.72
562	CNTY WEED & PEST BOARD TRUST	\$ 20.74
571	STATE OF WY FOUND PRG TRST FND	\$ 422.46
		\$ 2,120.22

Date: 11/15/2021
Time: 14:52:58

CAMPBELL COUNTY TREASURER
TB INTERFACE - BILLING INTERFACE TO GL

Oper: rek03

RANGES

TAX YEAR: (R) 2021 - 2021
TAX TYPE: (A)
PARCEL#: (R) 50060214 - 50060214
TRANSACTION DATE: (R) 10/06/2021 - 10/06/2021

OPTIONS

INTERFACE FILENAME: CANCELLATION10/
UNINTER. DATA INQ: N
REPORT TYPE: D
INCL RANGES/OPTIONS?: Y

Tax Year	Tax Type	Parcel#	Misc Code	Levy Dist	Acc Code	Interfaced First Half	Bill/Rev Date	Interfaced Second Half	Bill/Rev Date	Interfaced Total Amount
2021	SA	050060214	0000	0100	R3	-1,060.11	10/06/2021	-1,060.11	10/06/2021	-2,120.22
				TOTAL						\$-2,120.22

Date: 11/15/2021
Time: 14:52:59

CAMPBELL COUNTY TREASURER
TB INTERFACE - BILLING INTERFACE TO GL

Oper: rek03

10-06-2021 B# 393614

M	Debit/ Credit	Fund	Account Number	Transaction Description	Cutoff Date	Interface Amount
G	D	001	1.4051.2021	21 CAMPBELL COUNTY GOVERNMENT	11/15/2021	-395.52
G	C	001	1.1581.2021	21 CAMPBELL COUNTY GOVERNMENT	11/15/2021	-395.52
G	D	541	541.4051.2021	21 COOPERATIVE HIGHER EDUC SERV	11/15/2021	-17.60
G	C	541	541.1581.2021	21 COOPERATIVE HIGHER EDUC SERV	11/15/2021	-17.60
G	D	542	542.4051.2021	21 UNIFIED SCHOOL - RECREATION	11/15/2021	-35.20
G	C	542	542.1581.2021	21 UNIFIED SCHOOL - RECREATION	11/15/2021	-35.20
G	D	558	558.4051.2021	21 CNTY HOSPITAL DIST TRUST FUND	11/15/2021	-105.62
G	C	558	558.1581.2021	21 CNTY HOSPITAL DIST TRUST FUND	11/15/2021	-105.62
G	D	559	559.4051.2021	21 CNTY UNIFIED SPEC DIST TRST FD	11/15/2021	-880.12
G	C	559	559.1581.2021	21 CNTY UNIFIED SPEC DIST TRST FD	11/15/2021	-880.12
G	D	560	560.4051.2021	21 COUNTY WIDE SCHOOL TRUST FUND	11/15/2021	-211.24
G	C	560	560.1581.2021	21 COUNTY WIDE SCHOOL TRUST FUND	11/15/2021	-211.24
G	D	561	561.4051.2021	21 CNTY SPEC CEMETERY BOARD TRUS	11/15/2021	-31.72
G	C	561	561.1581.2021	21 CNTY SPEC CEMETERY BOARD TRUS	11/15/2021	-31.72
G	D	562	562.4051.2021	21 CNTY WEED & PEST BOARD TRUST	11/15/2021	-20.74
G	C	562	562.1581.2021	21 CNTY WEED & PEST BOARD TRUST	11/15/2021	-20.74
G	D	571	571.4051.2021	21 STATE OF WY FOUND PRG TRST FND	11/15/2021	-422.46
G	C	571	571.1581.2021	21 STATE OF WY FOUND PRG TRST FND	11/15/2021	-422.46

** Total Debits: \$-2,120.22

Credits: \$-2,120.22
Revenue: \$0.00

** Total Credits: \$-2,120.22

Date: 11/15/2021
Time: 14:52:59

CAMPBELL COUNTY TREASURER
TB INTERFACE - BILLING INTERFACE TO GL

Oper: rek03

INTERFACE SUBTOTAL

<u>Tax</u> <u>Year</u>	<u>Tax</u> <u>Type</u>	<u>Interface</u> <u>Amount</u>
2021	SA	-2,120.22

Date: 11/15/2021
Time: 14:50:34
Oper: rek03

Campbell County Treasurer
Reversed Tax Bills

Page: 1

Ranges: Tax Year: (R) 2021 - 2021
Tax Type: (A)
Reversal Date: (R) 10/06/2021 - 10/06/2021
Parcel# : (R) 50060214 - 50060214

Options: Reversal Reason?: Y # of copies: 1

Tax Year	Assessor#	Statement #	District	Reversed Date	Reversed Amount	Reversal Reason
2021	050060214	24174	0100	10/06/2021	2,120.22	(1) Cancellation # 2021-1 to correct tax (1) bill assessed under wrong name should
				10/06/2021		(2) Cancellation # 2021-1 to correct tax
				10/06/2021		(2) bill assessed under wrong name should
					2,120.22	Tax Type SA TOTAL
					2,120.22	Tax Year 2021 TOTAL
					2,120.22	GRAND TOTAL

Date: 11/15/2021
Time: 16:01:36
Oper: rek03

Campbell County Treasurer
Unpaid Tax Receivable Report

Page: 1

RANGES: TAX YEAR: (R) 2021 - 2021
TAX TYPE: (A)
LEVY DISTRICT: (A)
SUBDISTRICT: (A)
(MISC): (A)
PARCEL# : (A)

OPTIONS: AS OF DATE: 10/31/2021 DETAIL/SUMMARY: S INCL RANGES/OPTIONS?: Y

*** TAX YEAR BY FUND SUMMARY ***

Tax Year	Fund	Description	Unpaid Amount	Pen/Int Amount
2021	001	CAMPBELL COUNTY GOVERNMENT	35,757,161.16	0.00
2021	541	COOPERATIVE HIGHER EDUC SERV	1,591,327.60	0.00
2021	542	UNIFIED SCHOOL - RECREATION	3,182,661.34	0.00
2021	558	CNTY HOSPITAL DIST TRUST FUND	9,547,973.14	0.00
2021	559	CNTY UNIFIED SPEC DIST TRST FD	79,566,446.72	0.00
2021	560	COUNTY WIDE SCHOOL TRUST FUND	19,095,946.68	0.00
2021	561	CNTY SPEC CEMETERY BOARD TRUST	2,867,575.08	0.00
2021	562	CNTY WEED & PEST BOARD TRUST	1,874,586.41	0.00
2021	571	STATE OF WY FOUND PRG TRST FND	38,191,896.99	0.00
2021	576	CITY OF GILLETTE TRUST FUND	2,058,246.69	0.00
2021	578	WRIGHT WTR & SWR DIST TRUST FND	96,956.65	0.00
2021	579	HERITAGE VILL WTR & SWR DIS TR	28,201.57	0.00
2021	585	ORIVA HILLS IMPRV & SERV	74,200.00	0.00
2021	586	CENTRAL CAMPBELL CO I&S	117,583.66	0.00
2021	588	SOUTHFORK IMPROV & SERV DIST	24,000.00	0.00
2021	590	SUNDOG SERV & IMPR DISTRICT	11,160.00	0.00
2021	591	TOWN OF WRIGHT TRUST FUND	72,940.33	0.00
2021	593	AMERICAN ROAD W & S	17,025.42	0.00
2021	594	PEOPLE'S IMPRV & SERVICE DISTRICT	39,072.50	0.00
2021	597	WESSEX IMPROVEMENT & SRVICE DISTRICT	3,750.00	0.00
2021	599	PRAIRIEVIEW/CHAMPION	73,823.78	0.00
2021	601	RUSTIC HILLS IMPROVEMENT & SERVICE DIST	23,370.00	0.00
2021	602	STONE GATE ESTATES IMP & SERV DISTRICT	76,680.00	0.00
2021	603	MCKENNY SERVICE & IMPROVEMENT DISTRICT	3,600.00	0.00
2021	604	GREEN VALLEY IMPROVEMENT & SERVICE DIST	180.00	0.00
2021	605	ROCKY POINT WATER & SEWER	9,837.73	0.00
2021	606	EIGHT MILE IMPRV & SERV DIST	54,262.00	0.00
2021	607	DONKEY CREEK IMPROVEMENT DISTRICT	7,200.00	0.00
2021	609	FOX PARK IMPROVEMENT & SERVICE DIST	4,037.50	0.00
2021	611	LOS CABALLOS SERV & IMPRV DIST	8,910.00	0.00
2021	612	MEADOW SPRINGS IMPRV & SERV DISTRICT	12,025.00	0.00
2021	613	HIGH COUNTRY IMPROVEMENT & SERVICE DIST	5,906.88	0.00
2021	614	BUCKSKIN IMP & SERVICE	6,000.00	0.00
2021	615	COUNTRY LIVING ACRES IMPRV & SERV DIST	2,600.00	0.00
2021	616	SPRING HILL RANCH I & S	11,396.00	0.00
2021	618	COTTONWOOD IMPROVEMENT	8,200.00	0.00
2021	619	GRACELAND IMPROVEMENT & SERVICE DIST	45,900.00	0.00
2021	620	COUNTRYSIDE I&S	12,700.00	0.00
2021	622	FREEDOM HILLS IMPROV. AND SERVICE DIST	165,639.92	0.00

Date: 11/15/2021
Time: 16:03:13
Oper: rek03

Campbell County Treasurer
Unpaid Tax Receivable Report

Page: 2

Tax Year	Fund	Description	Unpaid Amount	Pen/Int Amount
2021	624	OVERBROOK IMPR & SERV DIST	27,916.44	0.00
2021	625	CRESTVIEW IMPRV & SERVICE DIST	4,540.00	0.00
2021	626	BENNR ESTATE IMPROVEMENT & SERVICE DIST	70,777.50	0.00
2021	628	RAFTER D IMPROVEMENT & SERV DIST	2,700.00	0.00
2021	629	WILD HORSE CREEK IMPRV	26,700.00	0.00
2021	631	PINNACLE HEIGHTS IMPRV	1,000.00	0.00
2021	632	NORTH RANGELAND IMPRV & SERV	6,720.00	0.00
2021	633	MOON RIDGE IMPROV & SERV DIST	24,000.00	0.00
2021	635	FOX RIDGE IMPRV & SERV	18,550.00	0.00
2021	637	SMALL BUTTES IMPRV & SERV	7,200.00	0.00
2021	638	MEANS CARTER & NO HANNUM IMPRV & SERV	27,000.00	0.00
2021	640	BOX N RANCH RD IMPRV & SERV	8,190.00	0.00
2021	642	ROCK ROAD I&S	5,912.50	0.00
2021	643	PINEVIEW I&S	21,297.50	0.00
2021	644	BRUNSEN I & S	9,600.00	0.00
2021	645	LITTLE THUNDER I & S	87,633.90	0.00
2021	917	SO DOUGLAS HWY W & S	284,507.44	0.00
2021	978	WRIGHT WATER AND SEWER DISTRICT	1,010.12	0.00
2021 TOTAL -->			195,386,236.15	0.00
GRAND TOTAL -->			195,386,236.15	0.00

PETITION FOR REBATE/CANCELLATION OF TAXES

10-7-21
date processed

STATE OF WYOMING
COUNTY OF CAMPBELL

No: 2001-2

NAME: Powder River Oil Co.

NOTICE ISSUED FOR:

NOVC#

OTHER: Well WAS PAID

☐ PARTIAL

☐ REBATE

☒ CANCELLATION

YEAR 2021

ACCOUNT/PARCEL# 7666

TAX NOTICE NO. 5069

DISTRICT NO. 100

ASSESSED VALUATION: \$31,728

AMOUNT: \$ 219.26

Froyd S. Clements COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

CAMPBELL COUNTY ASSESSOR Oil and Gas Account Profile

Acct Number: 00007666 Status: P Audit Date: Parent Parcel #: Linked Account #: Appraisal District: Assmt Method: TxtBx_OGMETHODTYPE Assigned To Area: Unassigned Area ID: 0100 Parcel Number: 22220000766600

Ownership: POWDER RIVER OIL COMPANY PO BOX 8 MOORCROFT WY 827210008	Contacts:
% of Ownership: 100	

WELL	Well Name:	Well NO:	Depth:	API No:	QrtSct	Sct	Twn	Rng	Legal Text
GREENOUGH 9-8	10	7560	520790	SE	08	56	74	CONTACT PERSON: DON ADAMS FIELD NAME: NORTH RECLUSE	
Latitude:	Longitude:								

EQUIPMENT									
Description	Well Name	Abst Code	Qty	Value Code	Condition	Acq Yr	Acq Cost	Actual Value	Assessed Value
Flowline - Fiberglass STAIRS	GREENOUGH 9-8	39922	1	C	Average	1995	240	82	9
Welded Tank - 100BBL	GREENOUGH 9-8	39922	1	C	Average	2004	682	205	24
Pumping Unit PAD	GREENOUGH 9-8	39922	1	C	Average	2004	700	211	24
Motor - electric	GREENOUGH 9-8	39922	1	M	Average	2000	2,000	2,000	230
Flanged Head - Pumping	GREENOUGH 9-8	39922	1	C	Average	1976	3,000	2,215	255
Treater - Vertical 25-100	GREENOUGH 9-8	39922	1	C	Average	1975	5,150	4,041	465
Bolted Tank - 400BBL HI	GREENOUGH 9-8	39922	1	C	Average	1980	8,690	4,713	542
Pumping Unit -fuel engine	GREENOUGH 9-8	39922	1	C	Average	1980	15,000	8,135	936
	GREENOUGH 9-8	39922	1	R	Average	1973	22,500	10,125	1,164

10-20-21
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-14

NAME: MCKEOWN DON PAUL & MARLENE KAY REV TSTS

NOTICE ISSUED FOR:

NOVC#

OTHER: VALUE CHANGE



PARTIAL



REBATE



CANCELLATION

YEAR: 2021

TAX NOTICE NO.

ACCOUNT/PARCEL# R0045010

DISTRICT NO. 0100

87116045010

ASSESSED VALUATION: 50,996

AMOUNT: \$ 291.79

Tracy A. Clements

COUNTY ASSESSOR

APPROVED:



DENIED:



THIS

DAY OF

, 20

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

Campbell County
Rachael Knust, Treasurer
2021 REAL ESTATE TAX BILL

(307) 682-7268
<https://www.campbellcountywy.gov>

P.O. Box 1027
 Gillette, WY 82717

District	Parcel Number	State Acct. No.	GEO Pin	Assessed Valuation	
				Real Estate Value	906
0100	010045010	R0045010	45700000103200	Improvements/Buildings Value	1,665
				Personal Property Value	0
				Total Valuation	2,571
				Mill Levy	60.225
				General Taxes	446.62
				Special Taxes	0.00
				Total Tax	\$446.62
				First Installment	\$223.31
				<i>Delinquent after November 10, 2021</i>	
				Second Installment	\$223.31
				<i>Delinquent after May 10, 2022</i>	

Address changed? Notify the County Assessor at (307) 682-7266

Legal Description

SN:20 TWN:45 RNG:70
 LOCATION: 1180 LAWVER RD
 ,S20 T45 R70 SESE PT, S21 T45 R70 SWNW PT W2SW PT

If you have sold this property and are not responsible for payment, please forward this bill to the responsible party or to this office

TAX DOLLAR USE

TAXING AUTHORITY	LEVY AMOUNT	
CAMPBELL COUNTY GOVERNMENT	11.235	83.32
CNTY HOSPITAL DIST TRUST FUND	3.000	22.24
CNTY SPEC CEMETERY BOARD TRUST	.901	6.68
CNTY UNIFIED SPEC DIST TRST FD	25.000	185.40
CNTY WEED & PEST BOARD TRUST	.589	4.36
COOPERATIVE HIGHER EDUC SERV	.500	3.70
COUNTY WIDE SCHOOL TRUST FUND	6.000	44.50
STATE OF WY FOUND PRG TRST FND	12.000	89.00
UNIFIED SCHOOL - RECREATION	1.000	7.42
TOTAL	60.225	446.62

**Please detach and return the installment coupons
 provided below with payment to:**
 CAMPBELL COUNTY TREASURER
 P.O. Box 1027
 Gillette, WY 82717-1027

OR

PAY YOUR 2021 TAX ONLINE AT:
<https://itax.tylertech.com/CampbellWY/>

DUE DATES AND PAYMENT INFORMATION

1st half installments are delinquent after November 10, 2021. 2nd half installments are delinquent after May 10, 2022.

Any delinquent installment will bear interest at 18%.

Interest on first installment will be forgiven if TOTAL TAX is paid ON OR BEFORE December 31, 2021

Tax bills are always sent directly to taxpayers. Mortgage companies are provided tax information electronically.

Please contact your mortgage company directly if in doubt about payment responsibility.

THIS IS THE ONLY BILL YOU WILL RECEIVE!

**2021 FIRST INSTALLMENT COUPON
 OR TOTAL TAX DUE COUPON**

MCKEOWN DON PAUL & MARLENE KAY REV TSTS
 1180 LAWVER RD
 GILLETTE, WY 82718-9229



Parcel# : 010045010

Please Circle Which Amount You Are Paying:

First Installment (Due on or before 11/10/2021): \$223.31
 Total Tax (Due on or before 12/31/2021): \$446.62

2021 SECOND INSTALLMENT COUPON

MCKEOWN DON PAUL & MARLENE KAY REV TSTS
 1180 LAWVER RD
 GILLETTE, WY 82718-9229



Parcel# : 010045010

Second Installment (Due on or before 05/10/2022): \$223.31

Date: 11/16/2021
Time: 13:02:17
Oper: rek03

Campbell County Treasurer
Reversed Tax Bills

Page: 1

Ranges: Tax Year: (R) 2021 - 2021
Tax Type: (A)
Reversal Date: (R) 10/14/2021 - 10/14/2021
Parcel# : (R) 10045010 - 10045010

Options: Reversal Reason?: Y # of copies: 1

Tax Year	Assessor#	Statement #	District	Reversed Date	Reversed Amount	Reversal Reason
2021	010045010	16809	0100	10/14/2021	446.62	(1) 10/14/2021 Cancellation #2021-14 (1) partial cancellation value change
				10/14/2021		(2) 10/14/2021 Cancellation #2021-14
				10/14/2021		(2) partial cancellation value change
					446.62	Tax Type RE TOTAL
					446.62	Tax Year 2021 TOTAL
					446.62	GRAND TOTAL

Date: 11/16/2021
Time: 13:03:16

CAMPBELL COUNTY TREASURER
BILLING ADJUSTMENT REPORT

Oper: rek03

RANGES

TAX YEAR: (R) 2021 - 2021
PARCEL#: (R) 10045010 - 10045010
TAX TYPE: (A)
LEVY DISTRICT: (A)
LEVY SUBDISTRICT: (A)
ADJUSTMENT DATE: (R) 10/14/2021 - 10/14/2021

OPTIONS

SORT ORDER: A
SUMMARY/DETAIL?: S
EXPORT TO .CSV?: N
INCL RANGES/OPTIONS?: Y

Tax Type Totals

<u>Tax Year</u>	<u>Tax Type</u>	<u>Bill Before</u>	<u>Adjustment Amount</u>	<u>Net Result</u>
2021	RE	446.62	-291.79	154.83
		\$446.62	\$-291.79	\$154.83

11/4/2021
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

**STATE OF WYOMING
COUNTY OF CAMPBELL**

No: 2021-25

NAME: WESCO OPERATING INC

NOTICE ISSUED FOR:

NOVC#

OTHER: TO CORRECT VALUE

☐ **PARTIAL**
☐ **REBATE**
☒ **CANCELLATION**

YEAR: 2021

TAX NOTICE NO. 5718

ACCOUNT/PARCEL# 39878

DISTRICT NO. 100

ASSESSED VALUATION: 91,397

AMOUNT:\$ 5,504.38

 **COUNTY ASSESSOR**

APPROVED: ☐ **DENIED:** ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK

V57011

Real Estate File Maintenance

Action Code: ☐

V5701

Schedule#: 39878Owner: WESCO OPERATING INCReceipt#: 5718Addr1: ATTN AMY BLACKParcel ID: 17222200039878Addr2: PO BOX 1650City: CASPERSt WYZIP 826021650Account: 00039878Book Page District: 100 CAMPBELL COUNTY Owner Type: 4 General PublicZone Code: Sq. Ft: Imps Code: Acres: Status: ActiveYr Blt: MarketTaxable

Description

S:

Land:

Imps:

Eqlz:

PERSONAL PROPERTY

Pers:

794,756

91,397

Expt:

Lot/Sec:

State:

Block/Twnshp: Tract/Rng:

Total:

794,756

91,397

House#: Dir: St: HAIGHTSuf: Unt:

F2=Et1 F4=Ad1/Nm F5=Ad1/Lgl F6=A/R F8=Note F9=N/On F10=P/D F11=BK F24=More

11-4-21

to Correct Value

Cancellation #2021-25 → ~~\$794,756~~
- (\$222,900)Sor Added Roll → \$571,856
X 11.59%
\$65,963
X ML 60.225

see 5cl #39878

\$3,960.58

11-18-21
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES

STATE OF WYOMING

COUNTY OF CAMPBELL

No: 2021-27

NAME: CORDERO OIL & GAS LLC

NOTICE ISSUED FOR:

NOVC# 2021-0422

OTHER:

☒ **PARTIAL**
☒ **REBATE**
☐ **CANCELLATION**

YEAR: 2021

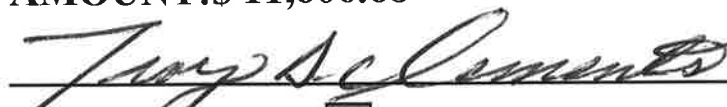
TAX NOTICE NO. 24069

ACCOUNT/PARCEL# 50551

DISTRICT NO. 100

ASSESSED VALUATION: 192,722

AMOUNT:\$ 11,606.68

 **COUNTY ASSESSOR**

APPROVED: ☐ **DENIED:** ☐

THIS _____ DAY OF _____, 20 ____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 ____

COUNTY CLERK



WYOMING DEPARTMENT OF REVENUE

**IN THE MATTER OF THE
ASSESSMENT OF
CORDERO OIL & GAS LLC**

Operator ID: 02330

**NOTICE OF VALUATION CHANGE
2021-0422**

**ASSESSOR
Campbell**

Page 1 of 2

1. On October 25, 2021, Cordero Oil & Gas LLC (Cordero) filed an amended return for the attached property.
2. Cordero filed the amended return in response to a letter from the Mineral Tax Division of the Wyoming Department of Revenue informing Cordero of discrepancies discovered in an examination of WOGCC Form 2 reporting and Annual Gross Products reporting for the 2020 production year.

In accordance with W.S. 39-14-208(b)(iii), the Department of Revenue is authorized to rely on final audit findings, taxpayer amended returns or department review, and to certify mine product valuation amendments to the county assessor of the county in which the property is located.

Pursuant to W.S. 39-14-208(b)(i), you are hereby notified, without prejudice to any and all rights, powers, and defenses of the government entities involved, of changes in valuation for each year by the amounts indicated in this notice. CORDERO OIL & GAS LLC address is:

CORDERO OIL & GAS LLC
ANGEL LEEGAARD
P.O. BOX 3001
GILLETTE, WYOMING 82727

**THIS NOTICE OF VALUATION CHANGE IS A FINAL ADMINISTRATIVE DECISION BY THE
DEPARTMENT OF REVENUE.**

Exceptions to this assessment and final administrative decision of the Department of Revenue may be instituted per W.S. 39-11-102(c) pursuant to Rules, Chapter 2, Section 5, Wyoming State Board of Equalization, by filing a written notice of appeal with the Board, in care of Executive Secretary/Legal Counsel, PO Box 448, Cheyenne, Wyoming 82003-0448 or by fax transmission to the State Board's fax number (307) 777-6363. The notice shall briefly state in ordinary and concise language the issues upon which the appeal is based, the contentions of the petitioner, the relief desired, and be accompanied by a copy of the decision at issue. The notice shall also contain the phone number, fax number if available, and mailing address of petitioner, representative or attorney.

Unless otherwise required by law, the appeal notice must be postmarked or filed with the Board within thirty (30) days of the date of the final administrative decision at issue.

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

WYOMING DEPARTMENT OF REVENUE

IN THE MATTER OF THE
ASSESSMENT OF
CORDERO OIL & GAS LLC

Operator ID: 02330

NOTICE OF VALUATION CHANGE
2021-0422

ASSESSOR
Campbell

Page 2 of 2

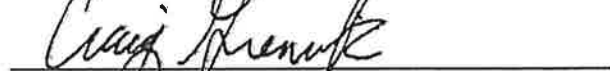
<u>Tax Year</u>	<u>Prod Year</u>	<u>Group Name</u>	<u>Group Number</u>	<u>County</u>	<u>Tax District</u>	<u>Mineral</u>	<u>Taxable Value Change</u>
2021	2020	MAYSDORF UNIT	059021	Campbell	0100	Oil	(192,722)

MADE AND ENTERED at Cheyenne, Wyoming, this 15th day of November, 2021.

WYOMING DEPARTMENT OF REVENUE



Brenda L. Henson
Director, Department of Revenue



Craig Grenvik
Administrator, Mineral Tax Division

11-18-21

NOTE # 2021-0422 (\$192,722)

MLX 60.225
(\$11,606.68)

Rebate # 2021-27
see Schl # 50551

(A.W. 50551)

Wyoming Department of Revenue, Mineral Tax Division, 122 West 25th Street, Suite E301, Herschler Building East
Cheyenne, WY 82002-0110

Phone (307) 777-5237 – Internet: <http://revenue.wyo.gov> – E-mail: directorofrevenue@wyo.gov

ADMINNO: 13183

TAXROLL CORRECTION
Tax Year: 2021

To: CAMPBELL TREASURER

From: CAMPBELL ASSESSOR

Correction Type:

Name: CORDERO OIL & GAS LLC

Account #: C0050551

ATTN ANGEL LEEGAARD

Map #:

Address: PO BOX 3001

Parcel #:

GILLETTE, WY 82717-3001

Account Type State Assessed

Sub\Lot\Block

Legal Desc:

PLEASE MAKE THE FOLLOWING CHANGES TO THE TAX ROLL
FOR THE ABOVE MENTIONED YEAR

Tax District:	0100	Actual Value	Assessed Value	Mill Levy	Total Tax	Penalty \$
Prior Values		\$306,530.00	\$306,530.00	60.2250	\$18,460.77	\$0.00
Adjusted Values		\$113,808.00	\$113,808.00	60.2250	\$6,854.09	\$0.00
Difference	Decrease Tax Roll	-\$192,722.00	-\$192,722.00	0.0000	-\$11,606.68	\$0.00

Reason 11-18-21 REBATE #2021-27 PER NOVC #2021-0422 (\$192,722) (\$11,606.68).

Appraiser

Date

Reviewed By

Date

Signature

Date

11/16/2021

CAMPBELL COUNTY
Request for Change of Capital Purchase

Agency Requesting Change: Parks and Recreation

Description of Original Purchase Item: Squeegee replacement for stand on floor scrubber

Description of New Purchase Item: Squeegee replacement for stand on floor scrubber

Account Number: 920.7191

Reason for Change: Budgeted amount was exceeded by \$57.10

Do you intend to purchase the original capital item later this fiscal year? X yes ____ no

If yes, how do you plan to fund the purchase? Remain funds after purchase of Compressor Soft-Start


Signature of Department Head

11/12/21
Date

Approved _____ Disapproved _____

County Commissioner

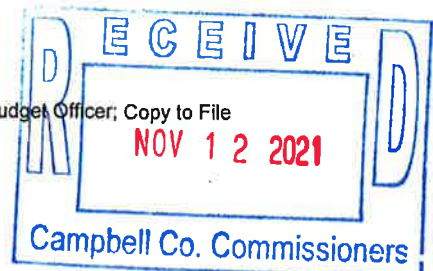
Date

Reason for Disapproval _____

ROUTING:

Originating Department: Complete and submit to Commissioners

Commissioners Office: Review and return to original to requesting Department; Copy to Budget Officer; Copy to File



**OFFICE**

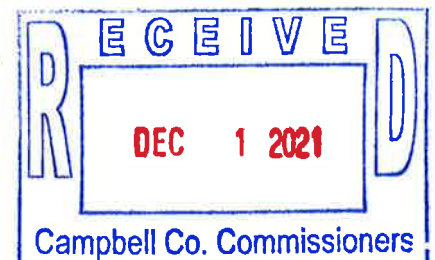
500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: Extension Office
DATE: 12/01/2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$497.31	103.6517.4	Travel & Transportation	103.6283	Meals & Lodging

Remarks: Transfer to cover lodging at the National 4H Conference.



**OFFICE**

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Suite 1100
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(307) 682-7283
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www.ccgov.net

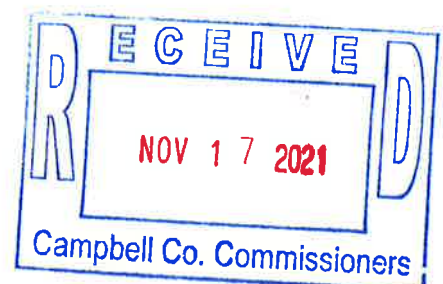
TO: Board of Commissioners
FROM: Matt Olsen, Public Works
DATE: 11/17/2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

	Transfer From:			Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
11/12/21	\$2,128.79	081.6517.5	Meals & Lodging	081.6233.05	Software Maintenance

Explanation: Some software costs were not fully accounted for during the budgeting process.
Transfer is needed to cover those costs.

Director Approval: 



**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: Wendy Balo, Public Works
DATE: 11/29/21
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$2,676.64	020.7085	District Support Grants	020.7085.20	Central Campbell County

Explanation: Sewer Jetting – grant approved by Board 5/18/21



**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: C.C. Parks and Recreation
DATE: 9-2-2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$2000.00	7704.6687	Landscaping Sup.	7704.6970	Port-A-John

Director Approval: _____



**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

TO: Board of Commissioners
FROM: Scott Matheny, Campbell County Sheriff
DATE: November 22, 2021
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:				Transfer To:	
Date of Entry	Amount	Account #	Account Name	Account #	Account Name
11/22/2021	\$1,500.00	051.6517.5	Meals and Lodging	051.6326	Towing Services

Explanation:

Towing services for Evidence and Inoperable vehicles has been more than anticipated and we have less out of town training scheduled this year due to the pandemic.

Director Approval: _____



**OFFICE**

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

Robert Maul, Chairman
Rusty Bell
D.G. Reardon
Del Shelstad
Colleen Faber

December 7, 2021

Mr. Dan Bilka
Greater Northwest Passenger Rail Coalition Coordinator
dan@allaboardnw.org

RE: Passenger Rail Working Group – Congressional Action

Dear Mr. Bilka:

On behalf of the Board of Campbell County Commissioners, I wish to thank you for sharing information regarding your organization and the grass root effort at exploring the re-introduction of passenger rail service to our area.

Please know that the Board of Commissioners supports an honest and thorough exploration of the possibilities of passenger rail service to our region and the benefits it could bring to our community.

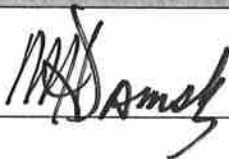
I invite you to share our voice of support as needed or as may be useful in your endeavors and if we can further assist, please feel free to reach out to Carol Seeger, Administrative Director, at (307) 682-7283 or cjs06@ccgov.net.

Sincerely,

Robert Maul, Chairman
Board of County Commissioners

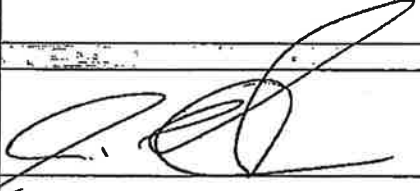
2021-093

Position Vacancy Justification

Department:	County Attorney's Office		Date:	11/18/2021	
Position Title:	Deputy County Attorney				
Classification Grade:	113	Current Salary of Incumbent:	\$85,000/Yr.		
Salary Range:	Min \$75,600.81	Mid \$85,910.02	Max \$113,401.22		
Justification for Hiring Position:	Current caseload requires this position be filled				
Termed Incumbent:					
Position Originated:	County				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Yes		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					
Commissioner Approval & Date:					

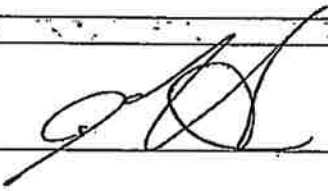

11/19/21

Position Vacancy Justification

Department:	CAM-PLEX			Date:	11/23/2021
Position Title:	Event Custodian				
Classification Band / Range:	103	Current Salary of Incumbent:		\$14.85	
Salary Range:	Min \$14.67	Mid \$18.33	Max \$22.00		
Justification for Hiring Position:					
Promoted Incumbent:					
Position Originated:	1985				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: Yes	Explain Other: City – 20%
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Promotion:		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 11/24/21				
Commissioner Approval & Date:					



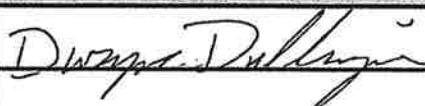
Position Vacancy Justification

Department:	CAM-PLEX		Date:	11/16/2021	
Position Title:	Event Custodian				
Classification Band / Range:	103	Current Salary of Incumbent:	\$14.85		
Salary Range:	Min \$14.67	Mid \$18.33	Max \$22.00		
Justification for Hiring Position:					
Promoted Incumbent:					
Position Originated:	1985				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: Yes	Explain Other: City – 20%
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Promotion:		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 11/24/21				
Commissioner Approval & Date:					

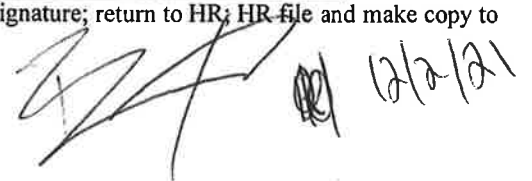


2021-098

POSITION VACANCY JUSTIFICATION

Department:	Campbell County Parks & Recreation			Date	12/01/2021		
Position Title: Senior Lifeguard							
Classification Band:	104			Current Salary:	\$ 17.00		
Salary Range:							
Minimum:	\$15.99	Mid-Point:	\$ 19.98	Maximum:	\$ 23.98		
Position Justification: Monitoring daily operations of the pools including supervision of swimmers, part-time staff, and swim lessons. Responsible for closing the facility in the evening and weekends. Exercises supervision over lifeguards in the evening and weekends when management is not available. Greet public, answer questions, complete incident reports, maintenance, cleaning, and water tests as required and managing the chemicals in the pools.							
Termed incumbent:	[REDACTED]						
Position Originated: September 2021							
Funding Source for Position:	County	☒		State			
	Federal			Other		(Please explain)	
Classification:	Full Time	☒	Part Time		Number of Hours: 40		
	Exempt		Non-Exempt	☒			
Reason for Vacancy:	Resigned	☒	Terminated		New Hire		
	Exempt		Non-Exempt	☒			
Existing Budgeted Position:	Yes	☒	No		If No, Please explain:		
Benefit Eligible:	Yes	☒	No		Please explain:		
Department Head Signature:							
Commissioner Approval:							

Routing: Original: HR for review; HR forward to Commissioners' for approval & signature; return to HR; HR file and make copy to send to requesting department.



2021-097

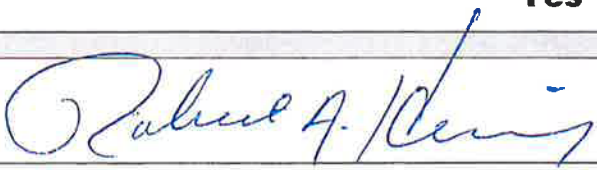
Position Vacancy Justification

Department:	Road & Bridge	Date:	11-30-2021
Position Title:	Equipment Operator		
Classification Grade:	105	Current Salary of Incumbent:	\$27.34
Salary Range:	Min \$17.43/hr	Mid \$21.78/hr	Max \$26.14/hr
Justification for Hiring Position:	Sr. Eq. Operator retiring, replacement operator needed. Currently budgeted position.		
Termed Incumbent:			
Position Originated:			
Funding Source for Position:	County: Yes	State: No	Federal: No
			Other: No
	Explain Other:		
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours: 2080
Reason for Vacancy:	Replacement due to Termination: No	Replacement due to Retirement: Yes	New Position: No
Existing Budgeted Position:	Yes		
Benefit Eligible:	Yes		
Department Head Signature & Date	11-29-2021		
Commissioner Approval & Date:			

11/30/21

2021-096

Position Vacancy Justification

Department:	Rockpile Museum		Date:	11/24/2021	
Position Title:	Museum Assistant				
Classification Grade:	104	Current Salary of Incumbent:	\$18.89		
Salary Range:	Min \$15.99	Mid \$19.98	Max \$23.98		
Justification for Hiring Position:	Budgeted Position, Vacant Due to Relocation, Needed for Curatorial Department – Position catalogs artifacts, cares for collections, and assists with exhibit development.				
Termed Incumbent:					
Position Originated:	2015 (Reclassified as Museum Assistant in 2017)				
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: No	Explain Other:
Status Code:	Full-Time Yes	Part-Time No	Number of Annual Hours:		2080
Reason for Vacancy:	Replacement due to Termination: Relocation		Replacement due to Retirement:		New Position:
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date	 11-24-2021				
Commissioner Approval & Date:					


 11/29/21

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Sheriff's Office Receiving Department: Sheriff's Office

DATE: 11/21/2021

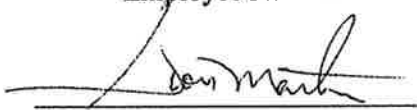
Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 1 of # 2 (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: 11/3/2021

Anticipated return: unknown

From: 357624
Employee Number


Department Head Approval

To: 684490
Employee Number


Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

☒ Currently an FMLA Qualifying Leave

☐ Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Revised: 11-12-2014

H:\Payroll\Sick Leave Transfer\Sick Leave Transfer Request.docx



 11/23/21

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Sheriff's Office Receiving Department: Sheriff's Office

DATE: 11/21/2021

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 2 of # 2 (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: 11/3/2021

Anticipated return: unknown

From: 259901
Employee Number

To: 684490
Employee Number


Department Head Approval


Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

☒ Currently an FMLA Qualifying Leave

☐ Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Revised: 11-12-2014

H:\Payroll\Sick Leave Transfer\Sick Leave Transfer Request.docx



 11/23/21

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Airport

Receiving Department: Airport

DATE: 11/29/2021

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 1 of # 2. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: Through: unknown at this time

Anticipated return: _____ - _____ - _____.

From: 105179
Employee Number

To: 680341
Employee Number


Department Head Approval

Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

- ☒ Currently an FMLA Qualifying Leave
- ☐ Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Revised: 11-12-2014 O:\County HR-Risk\ALL\Sick Leave Forms\Current Form\Sick Leave Transfer Request.docx

 11/30/21

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Airport

Receiving Department: Airport

DATE: 11/29/2021

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # 2 of # 2. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: Through: unknown at this time

Anticipated return: _____ - _____ - _____.

From: 538855
Employee Number

To: 680341
Employee Number


Department Head Approval

Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

☒ Currently an FMLA Qualifying Leave

☐ Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

Revised: 11-12-2014 O:\County HR-Risk\ALL\Sick Leave Forms\Current Form\Sick Leave Transfer Request.docx

 11/30/21

The following page(s) contain the backup material for Agenda Item: [9:05 PFM Investments Quarterly Report](#)



Campbell County

Market and Portfolio Review
Third Quarter 2021





Presenters



Brian Quinn

Managing Director

34 years in the industry

11 years at PFM



Kyle Jones

Managing Director

19 years in the industry

9 years at PFM



Joan Evans

Senior Marketing Representative

5 years in the industry

1 year at PFM

Table of Contents

I. Market Update

II. Economic Outlook and Strategy Review

III. Portfolio Review

IV. Portfolio Holdings



Market Update



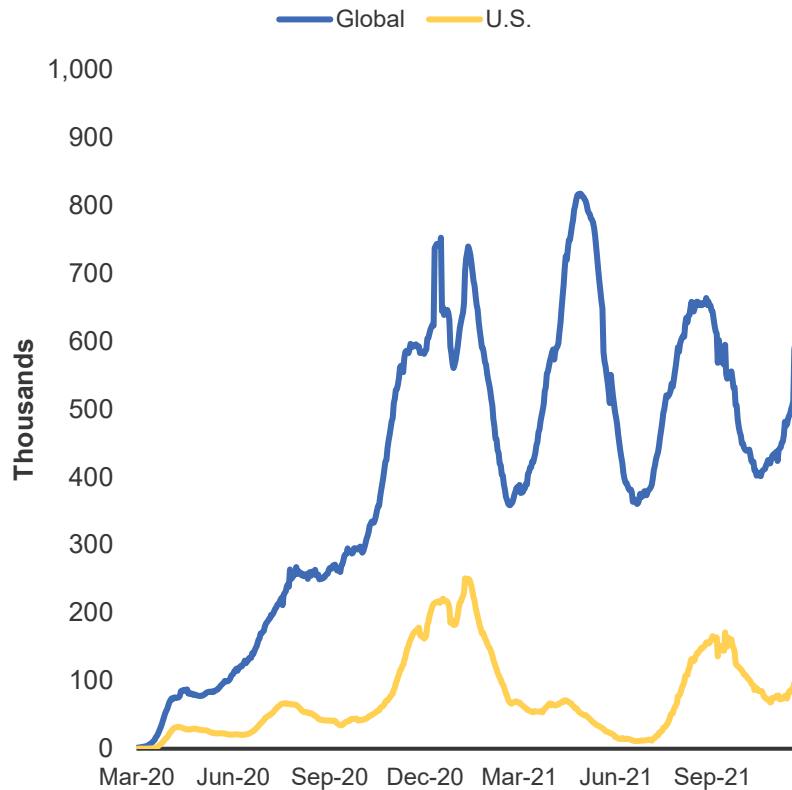
Current Market Themes

- U.S. economic conditions are characterized by:
 - Higher Covid-19 cases nationwide and winter holiday travels could trigger another wave
 - Record job openings with record quits rate
 - Persistent high inflation readings, supply chain problems, elevated transportation costs and commodity prices
 - Fed begins tapering of asset purchases; timing of future rate hike remains uncertain
- U.S. Treasury yield curve “bear flattened” in October as yields on 2-5 year Treasuries moved higher while the yield on the 30-year Treasury bond moved lower. The Fed’s tapering of bond purchases will begin in November, but inflation is a bigger risk for interest rates. The debt ceiling is unresolved and will reappear in December.
- U.S. economic growth slowed more than expected in the third quarter of 2021, dampened by the delta-variant COVID surge and ongoing supply chain issues. Following a 6.7% pace in the second quarter, U.S. real GDP expanded at just a 2% annualized rate. The deceleration reflected a sharp slowdown in the pace of consumer spending, especially for durable goods, like autos and appliances.
- Strong employment gains resumed as the U.S. economy added 531,000 new jobs in October with notable gains in leisure and hospitality, professional and business services, manufacturing, and transportation and warehousing. The unemployment rate fell by 0.2% to a recovery-cycle low of 4.6%. Job openings are plentiful while the labor force participation rate remains depressed and the “quits rate” – one measure of workers’ willingness to leave or change jobs – reached a record high. Average hourly earnings rose 4.9% over the past year, reflecting the strong demand for labor.
- Consumer prices surged again in October, rising 6.2% YOY, the largest increase since 1990. High housing prices, continuing material shortages, and surging energy prices will likely keep inflationary pressures higher for longer.
- At its November 3 meeting, the FOMC announced the anticipated tapering of bond purchases, reducing purchases by a total of \$15 billion per month in November and December. Fed Chair Powell was careful to note that the tapering decision does not imply any direct signal regarding future interest rate policy.
- U.S. equity markets advanced in October and reached all-time highs. The S&P 500 rose 7.0%.

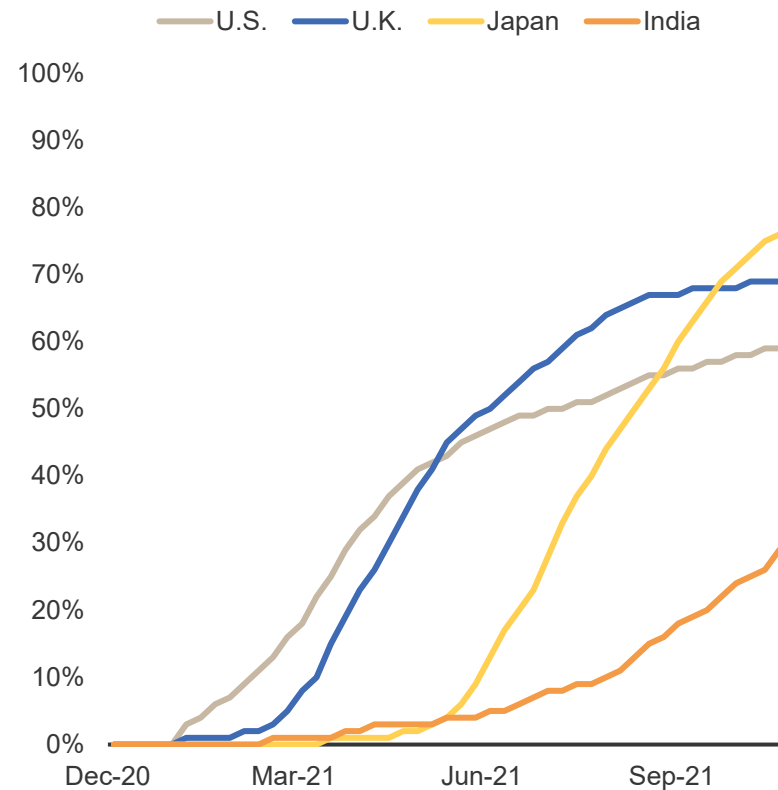


COVID Improvement Halts; Parts of Europe Seeing New Surge

U.S. New Cases Reported Daily 7-Day Moving Average



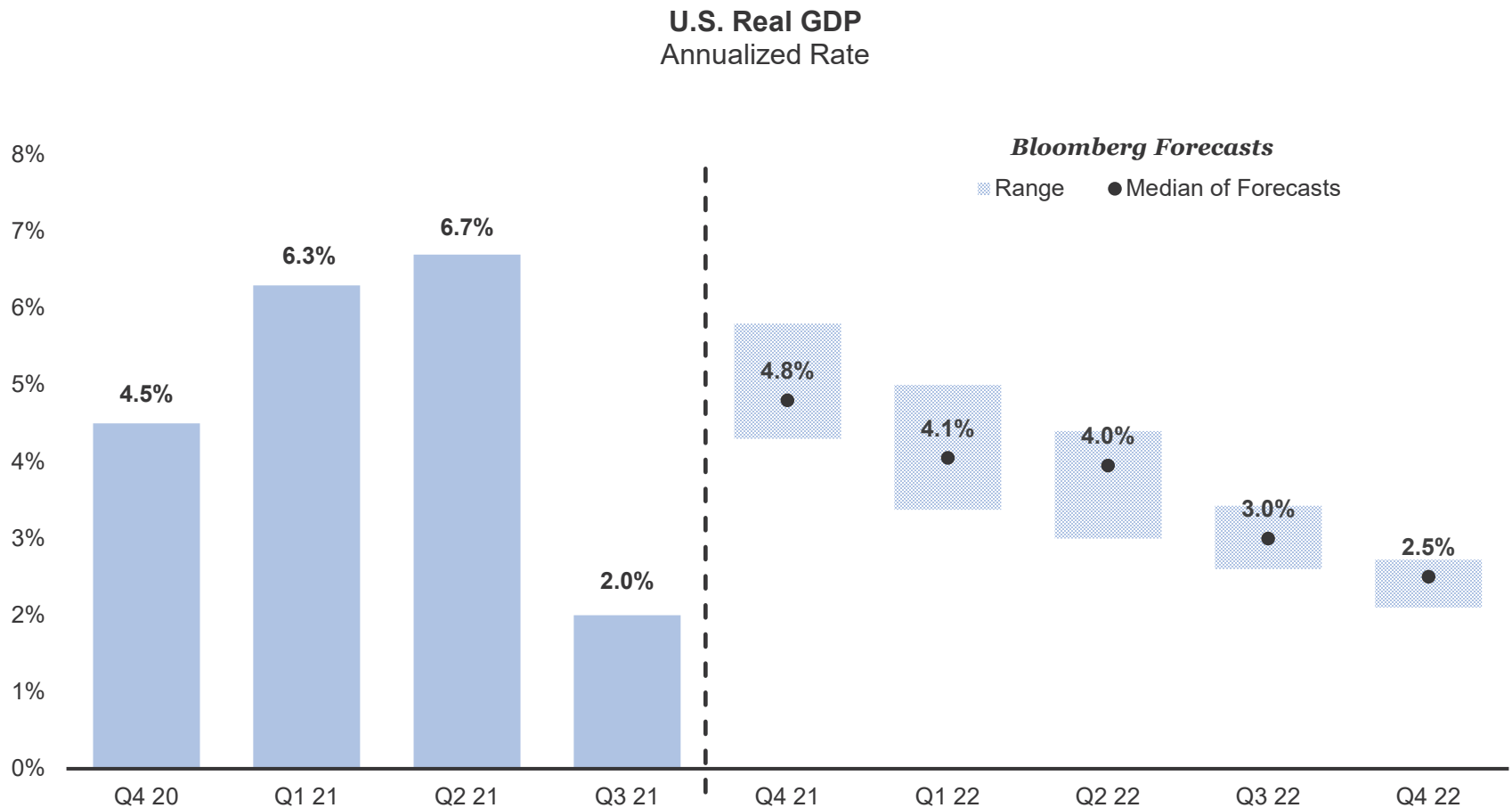
Share of Population Fully Vaccinated



Source: Bloomberg, John Hopkins University Coronavirus Resource Center, as of 11/22/2021.



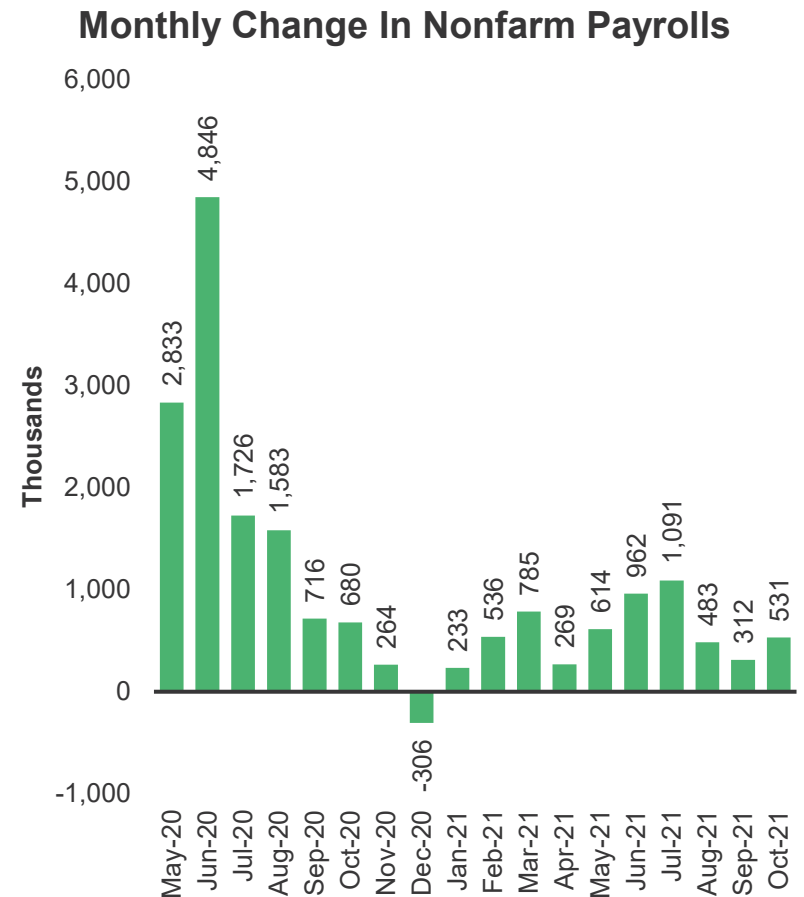
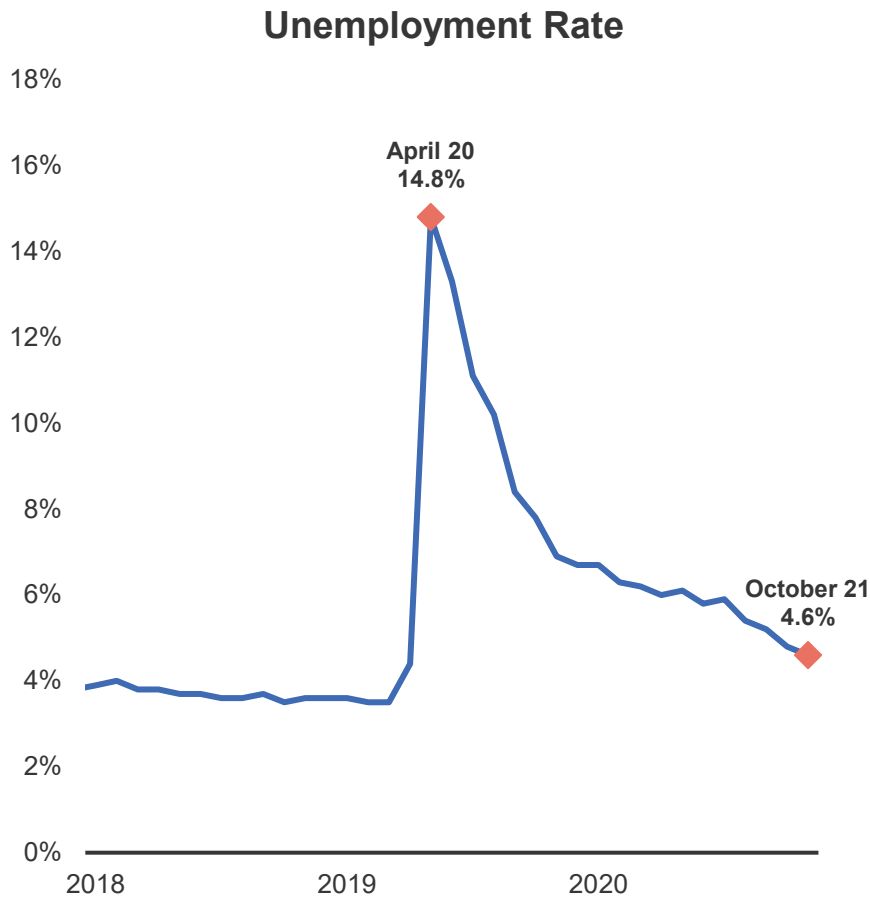
U.S. Economic Growth Slowed in Q3 on Delta Surge and Supply Chain Issues



Source: Bloomberg, as of October 2021. Forecast range represents the 25th to 75th percentile of Bloomberg survey forecasts.



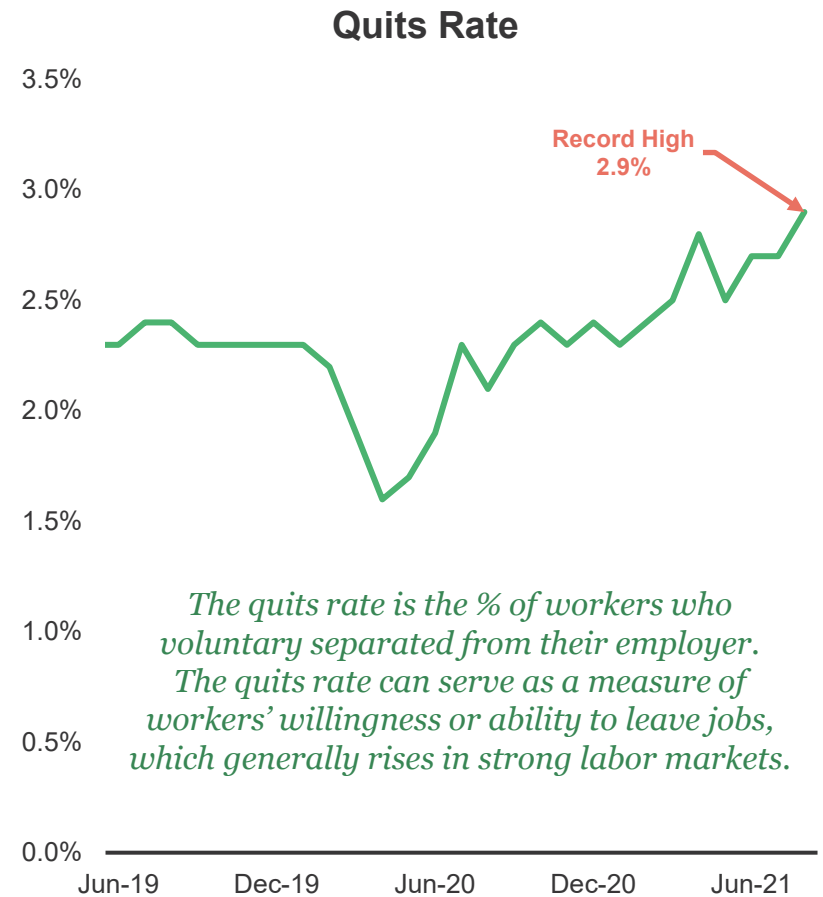
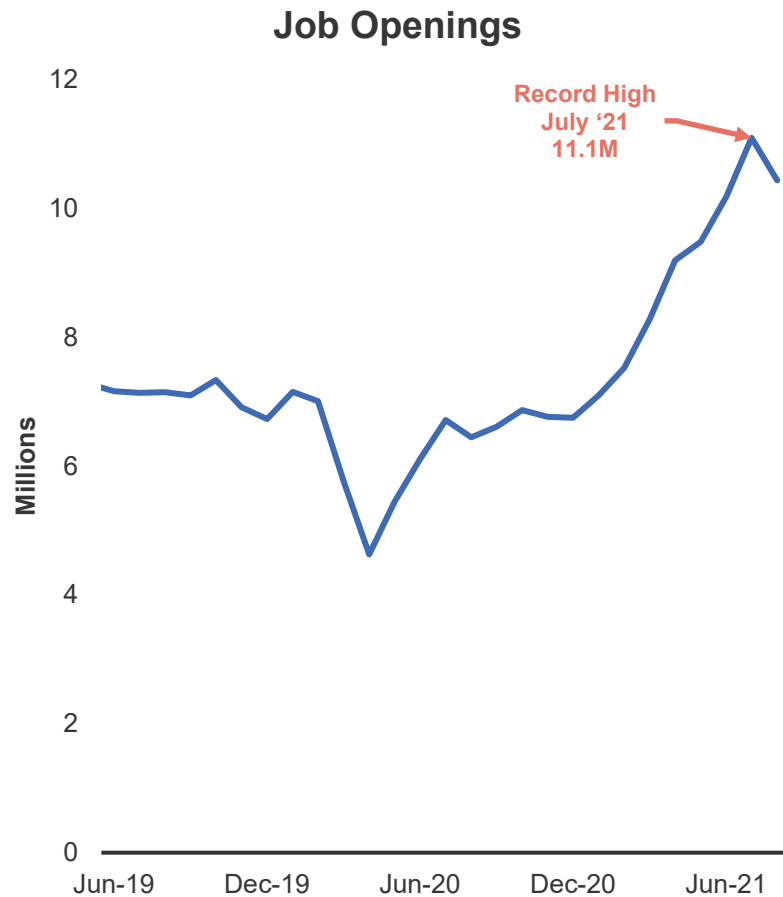
Strong Hiring in October; Unemployment Falls to 4.6%



Source: Bloomberg, as of October 2021. Data is seasonally adjusted.



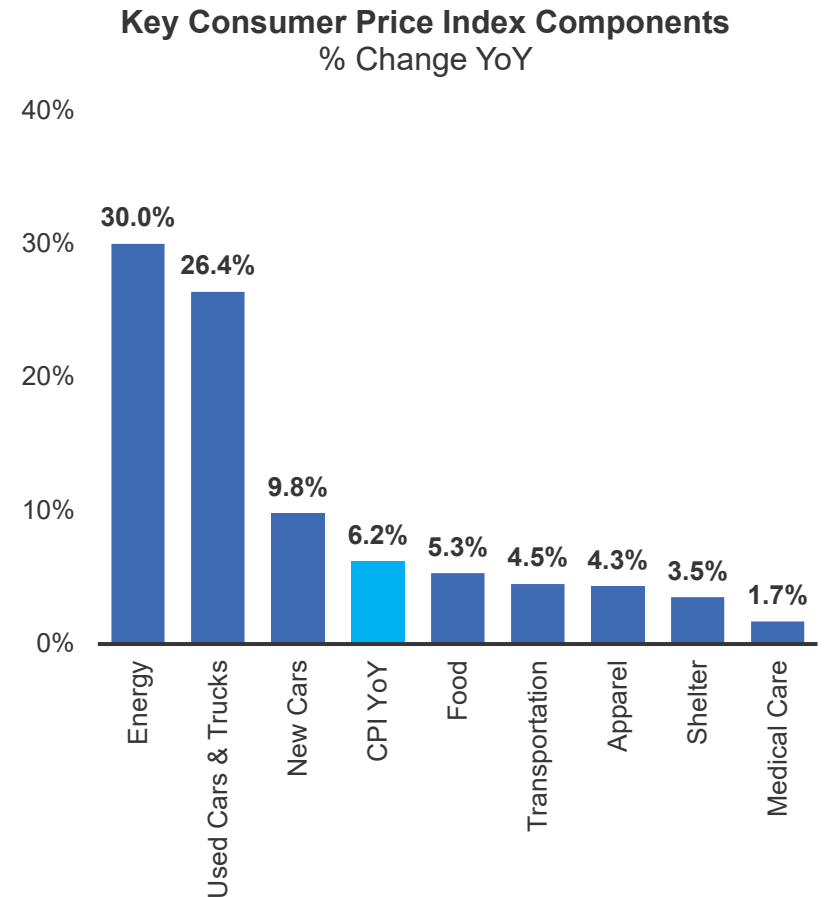
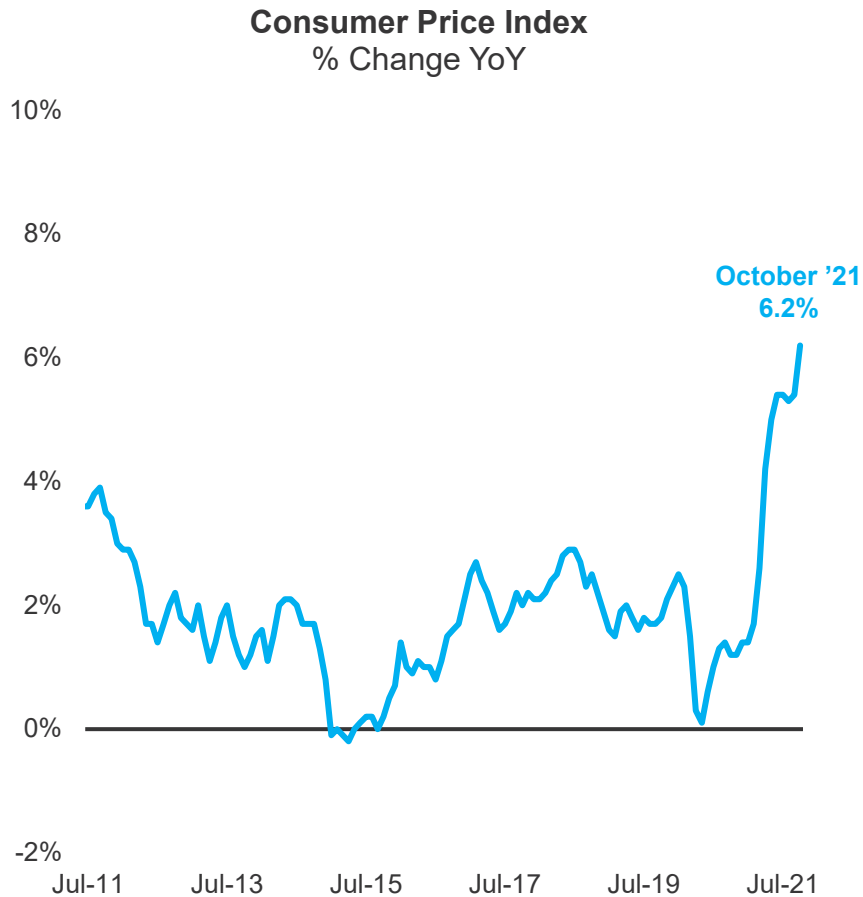
Job Openings and Quits Rate Are Near Record Highs



Source: JOLTS and BLS, as of August 2021.



Consumer Inflation Rose at Fastest Rate Since 1990

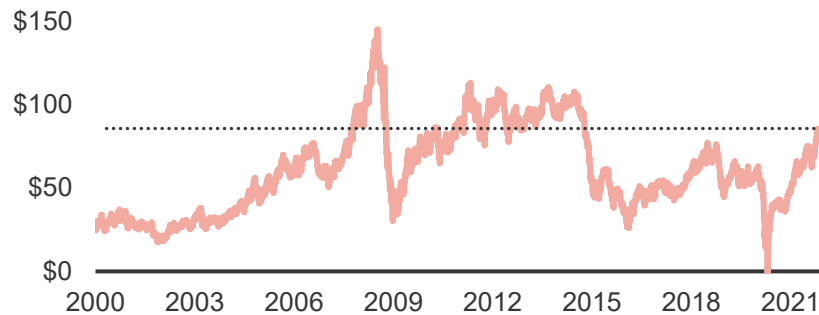


Source: Bloomberg, as of October 2021.

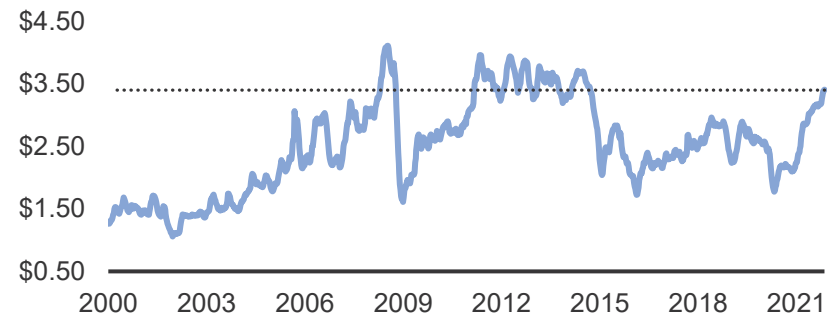


Energy Prices Are Surging, But Have Been This High Before

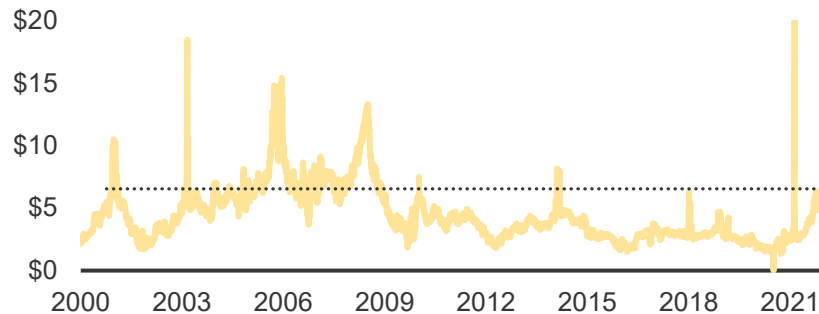
WTI Crude Oil (per barrel)



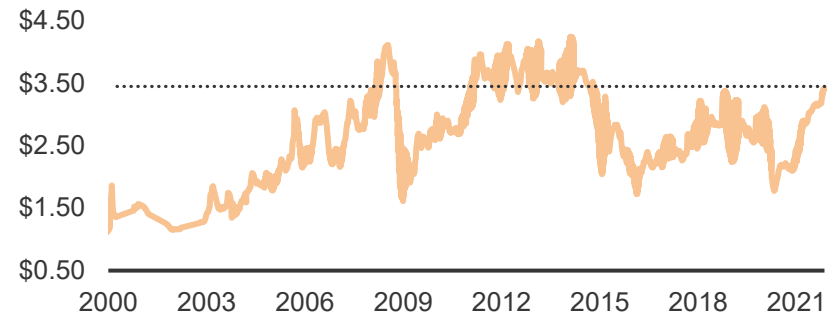
Regular Retail Gasoline (per gallon)



Natural Gas (per MMBtu)



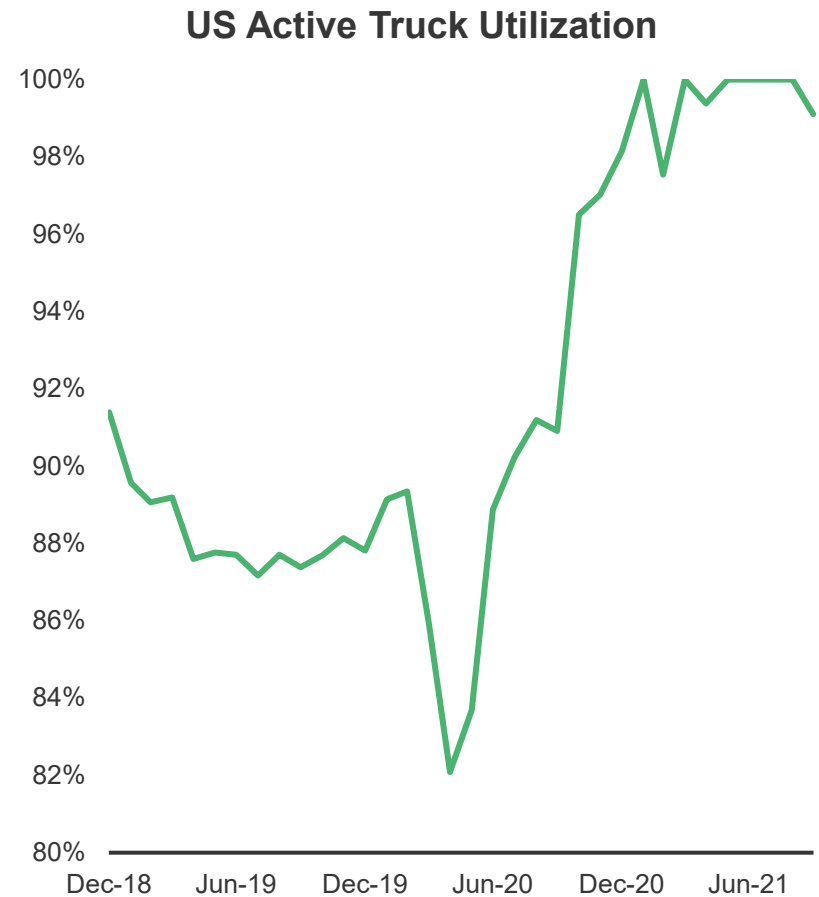
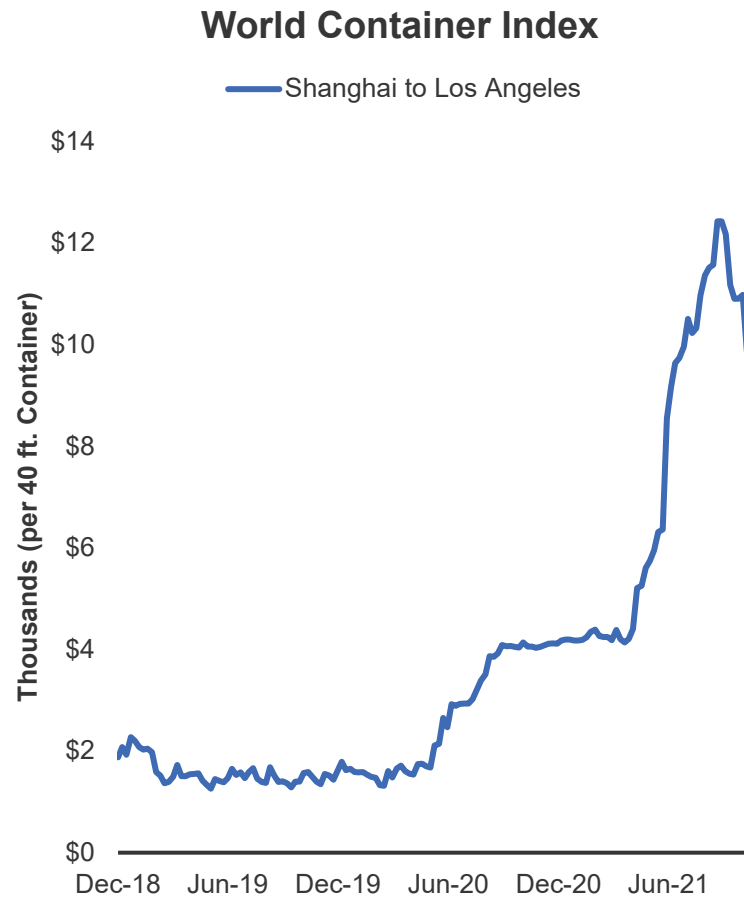
Residential Heating Oil (per gallon)



Average Price						
Index	Current Price	1 Year	3 Years	5 Years	10 Years	20 Years
WTI Crude Oil (per barrel)	\$81.96	\$64.21	\$53.73	\$55.36	\$65.98	\$64.01
Regular Retail Gasoline (per gallon)	\$3.41	\$2.85	\$2.55	\$2.55	\$2.80	\$2.60
Natural Gas (per MMBtu)	\$5.53	\$3.68	\$2.81	\$2.89	\$3.04	\$4.41
Residential Heating Oil (per gallon)	\$3.41	\$2.82	\$2.66	\$2.66	\$2.90	\$2.72



Transportation Bottlenecks Remain a Headwind to Business Conditions

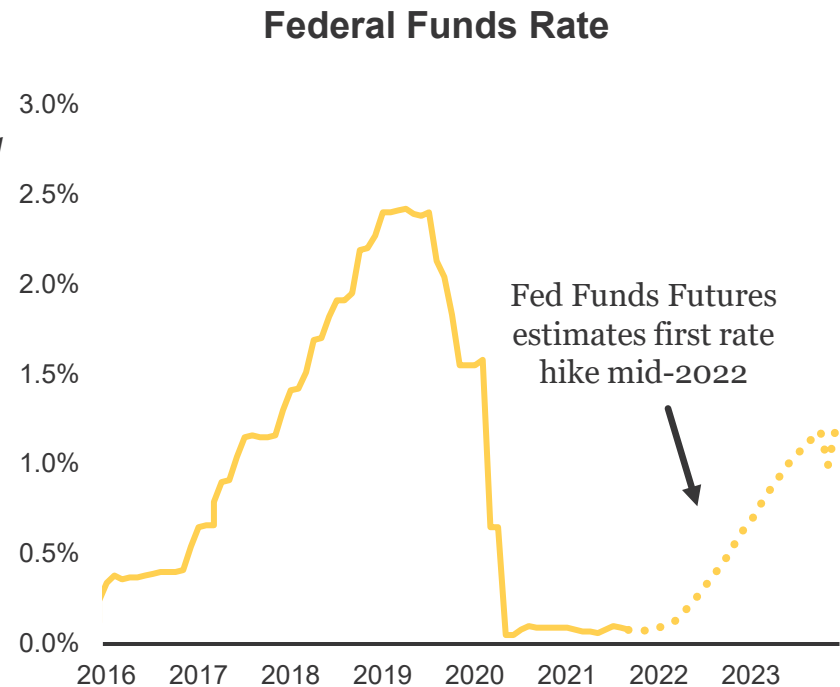
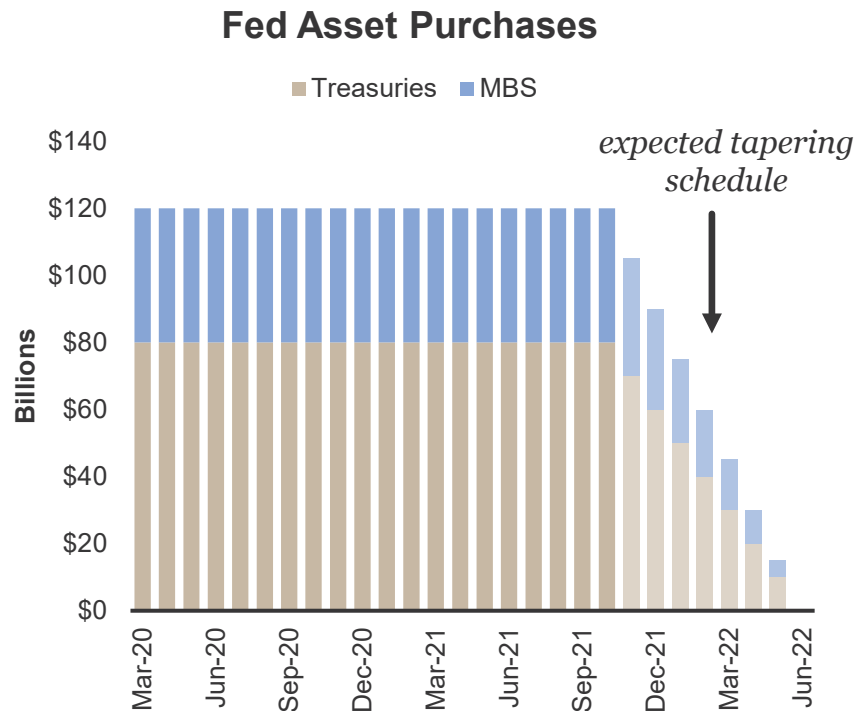


Source: Bloomberg, Drewry World Container Index, as of 10/31/2021. Drewry reports actual spot container freight rates for major East West trade routes. All indices are reported in USD per 40 ft. Container.



Federal Reserve Begins Tapering of Asset Purchases in November

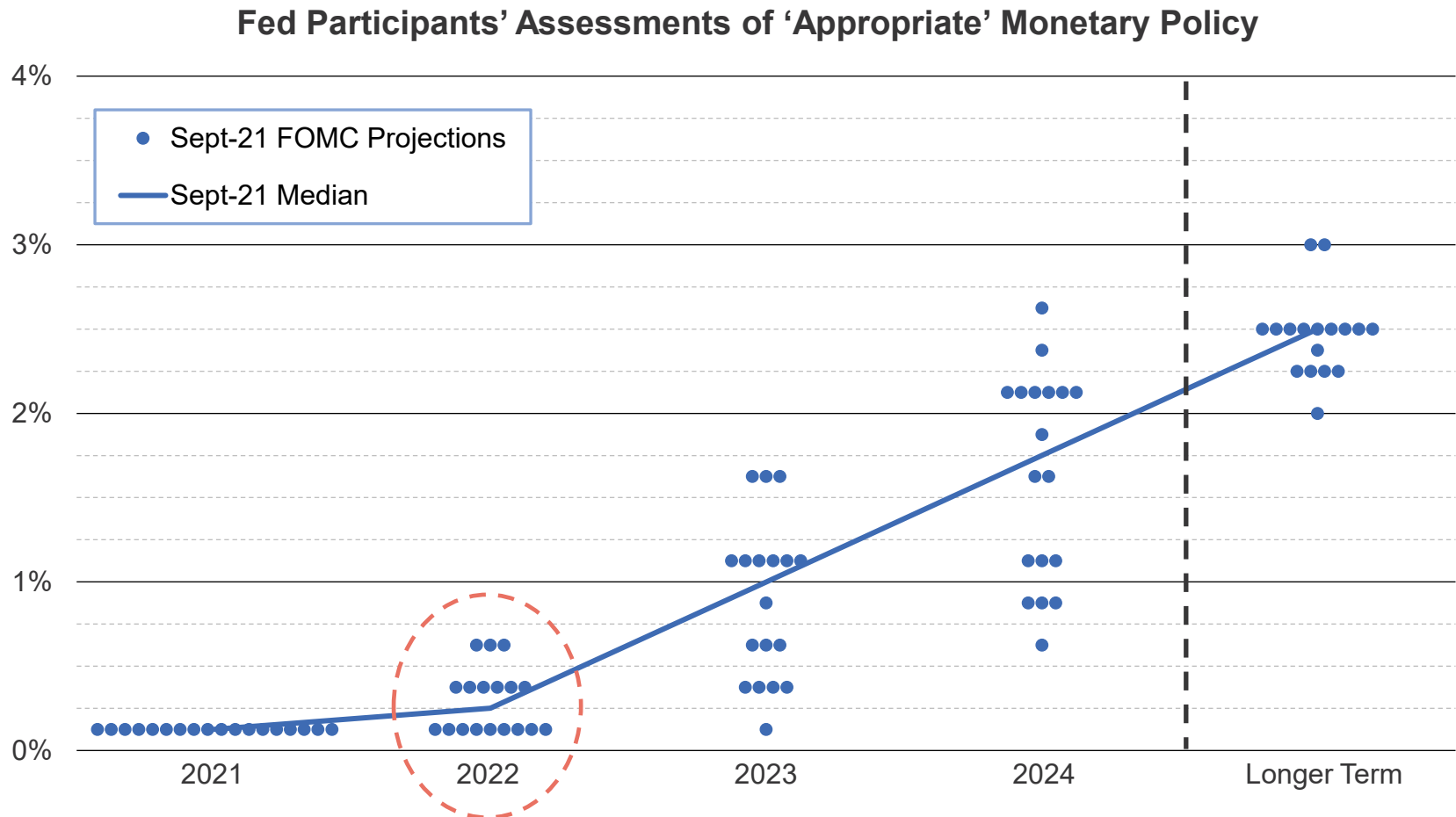
*"In light of the substantial further progress the economy has made toward the Committee's goals since last December, the Committee decided to **begin reducing the monthly pace of its net asset purchases** by \$10 billion for Treasury securities and \$5 billion for agency mortgage-backed securities. The Committee judges that similar reductions in the pace of net asset purchases will likely be appropriate each month, but it is **prepared to adjust the pace of purchases** if warranted by changes in the economic outlook."*



Source: Bloomberg, as of 11/03/2021. Fed Funds Futures projections as of 11/03/2021. Comments from FOMC statement on November 3, 2021.



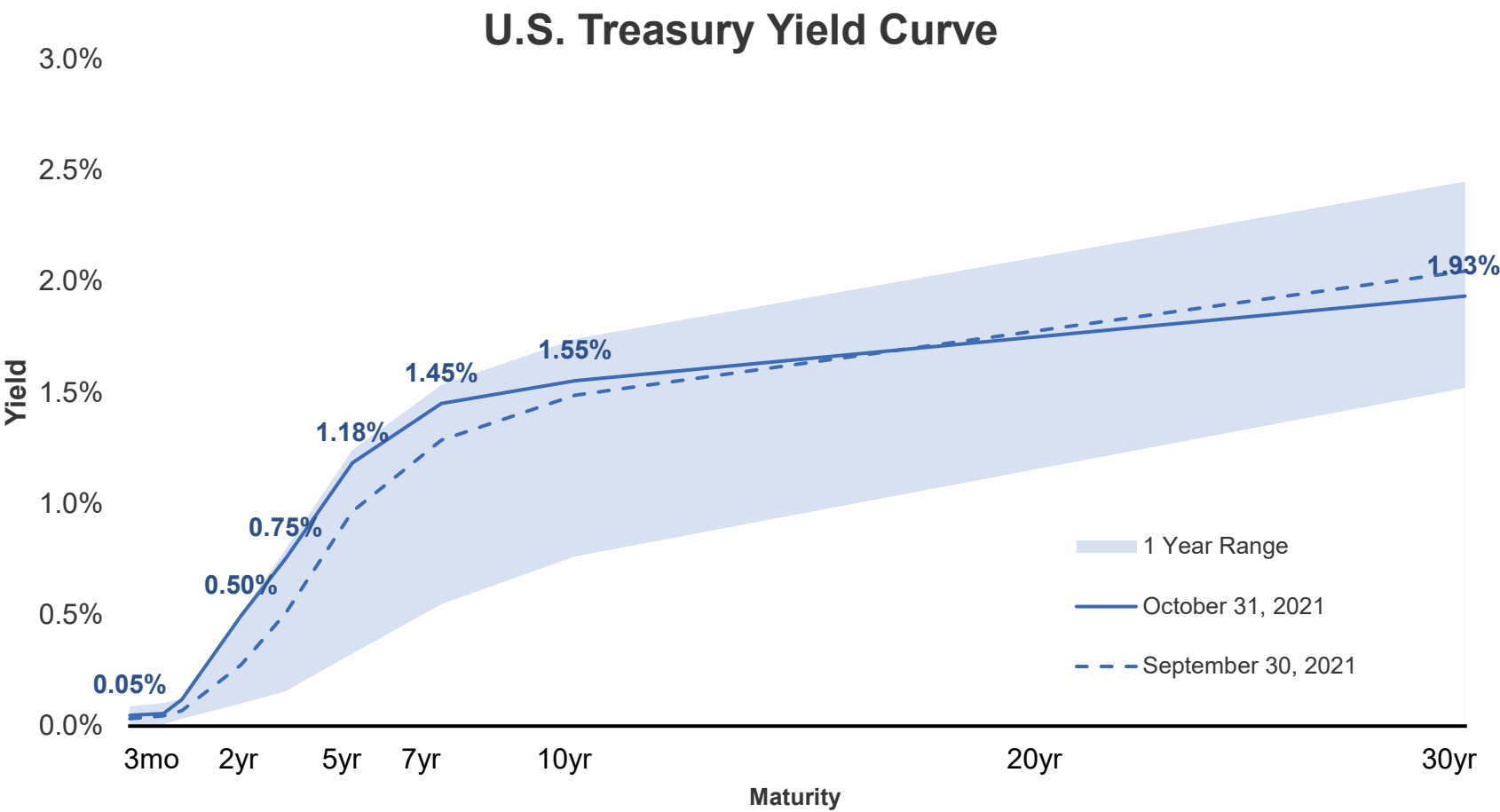
Fed's September "Dot Plot" Signals Rate Liftoff in 2022



Source: Federal Reserve and Bloomberg. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year-end.



2-5 Year Treasury Yields Push to Recovery Cycle Highs

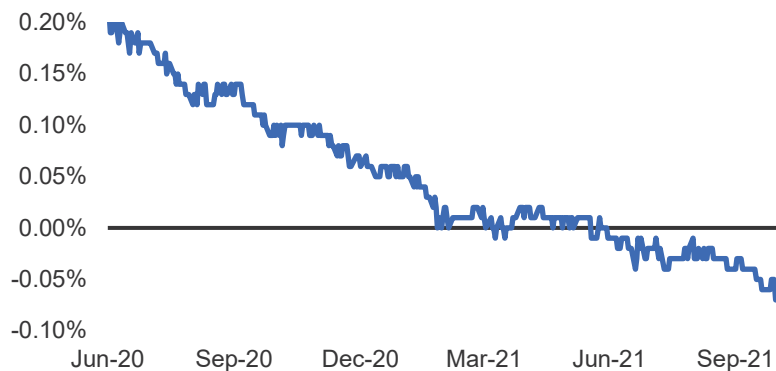


Source: Bloomberg, as of 10/31/2021.

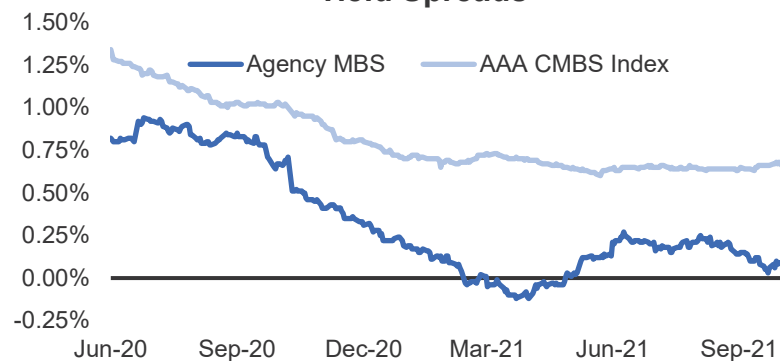


Sector Yield Spreads Remain Tight

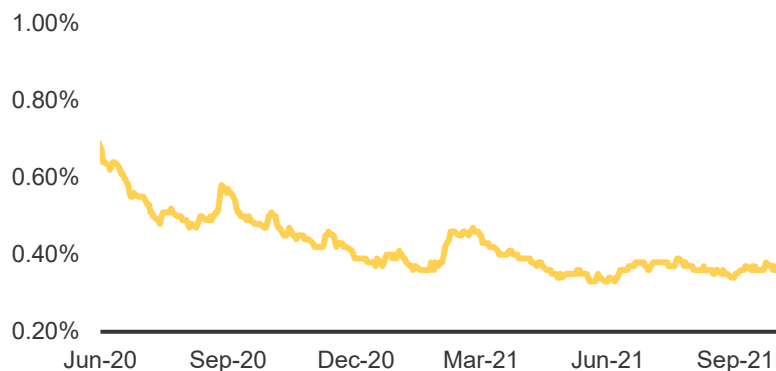
Federal Agency Yield Spreads



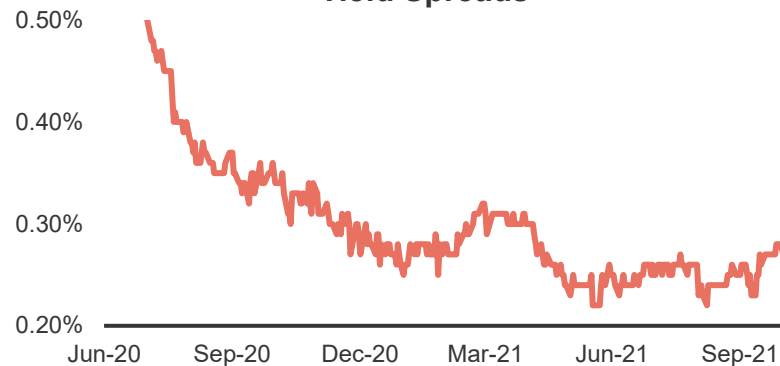
Mortgage-Backed Securities (MBS) Yield Spreads



Corporate Notes A-AAA Yield Spreads



Asset-Backed Securities (ABS) Yield Spreads

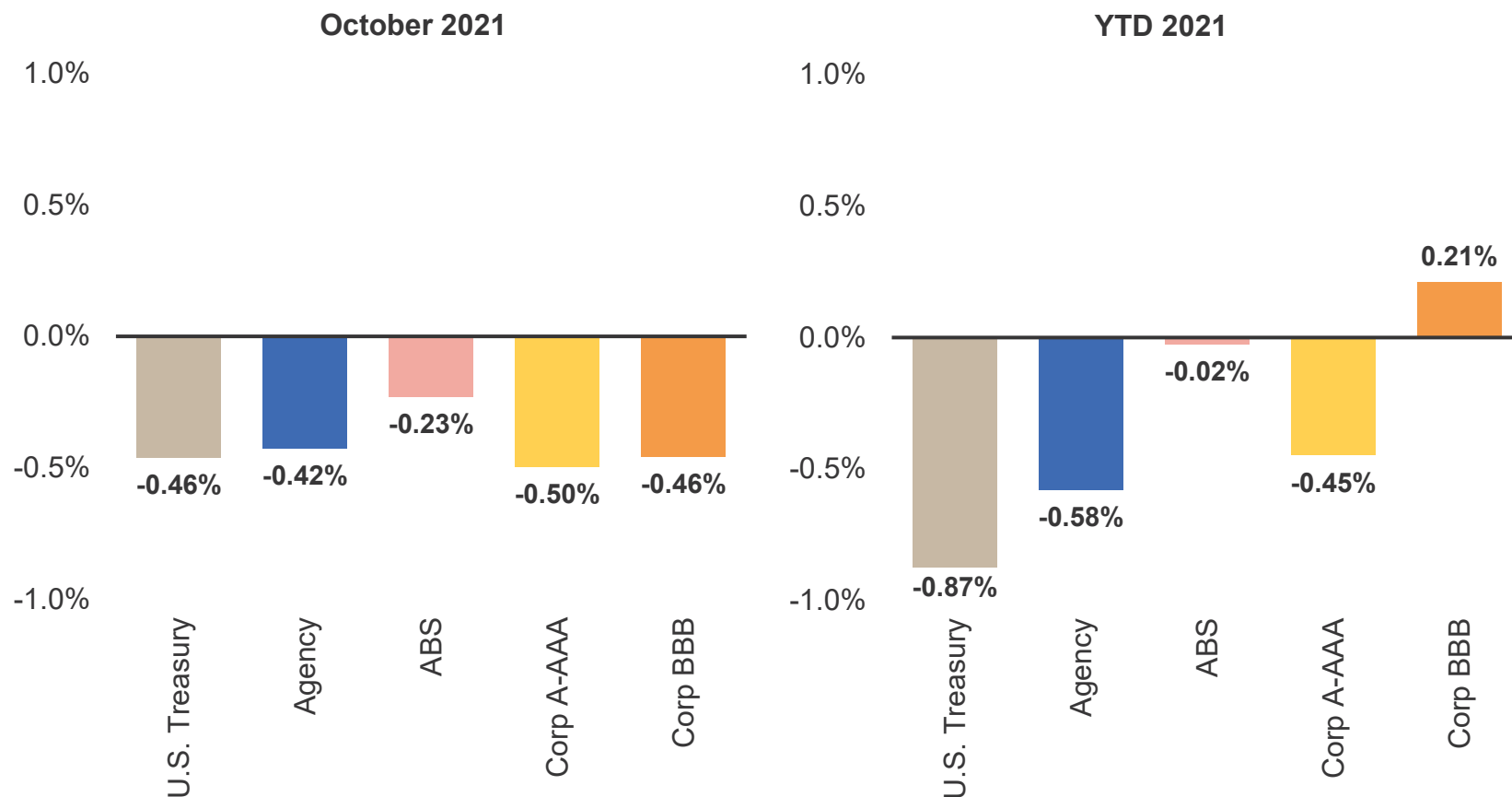


Source: ICE BofAML 1-5 year Indices via Bloomberg, MarketAxess and PFM as of 10/31/2021. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.



Rising Rates Hurt Fixed-Income Returns in October

1-5 Year Indices



Source: ICE BofAML Indices. ABS indices are 0-5 year, based on weighted average life. As of 10/31/2021.



Stock Market Rebounds to New All-Time High



Source: Bloomberg, as of 10/31/2021.



Third Quarter Outlook



Fixed-Income Sector Outlook – 3Q 2021

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	



Portfolio Review



Key Pillars of Our Investment Strategy

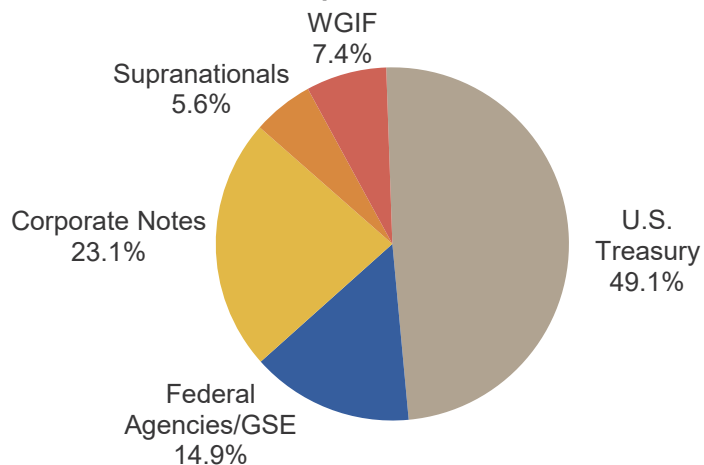
- Economic conditions during the third quarter were characterized by the following:
 - A summer surge of COVID-19 infections driven by the highly contagious delta variant that negatively affected consumer and business sentiment
 - Moderating, but still above-trend economic growth
 - Higher inflation caused by material increases in the price of energy, other raw materials, and various consumer goods and services
 - Continuing supply chain disruptions and shortages
 - A Federal Reserve planning to begin an accelerated pace of asset purchase tapering
- Our strategy included:
 - Maintain core holdings in most sectors, adjusting allocations based on supply and value,
 - Generally use Treasuries to rebalance the portfolio, match monthly benchmark duration extensions, and maintain an above-average liquidity profile for enhanced agility should more attractive buying opportunities become available, and
 - Carefully manage risk, including both spread risk, given narrow yield spreads in nearly every sector, and interest rate risk, considering inflationary pressures and Fed policy uncertainty via a modestly defensive duration bias, especially for longer mandates.
- Positive contributors to performance included:
 - Investment grade corporates trudged along to slightly positive excess returns over the quarter, aided by continued economic recovery, improving credit fundamentals, and supportive global monetary policy. Although new issuance has been elevated, insatiable demand resulted in reasonable strong performance.



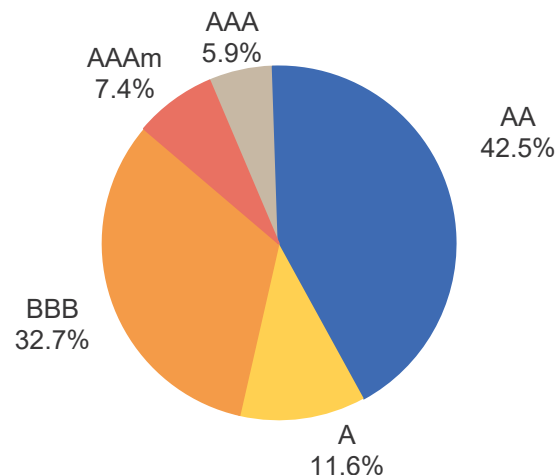
Aggregate Portfolio Composition

<u>Security Type</u>	<u>June 30, 2021</u>	<u>% of Portfolio</u>	<u>March 31, 2021</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$89,166,670	49.1%	\$87,882,121	48.7%
Federal Agencies	\$26,997,252	14.9%	\$29,911,985	16.6%
Supranationals	\$10,143,605	5.6%	\$10,730,951	5.9%
Commercial Paper	\$0	0.0%	\$0	0.0%
Corporate Note	\$41,946,728	23.1%	\$40,935,361	22.7%
WGIF	\$13,417,184	7.4%	\$11,109,818	6.2%
Totals	\$181,671,439	100.0%	\$180,570,236	100.0%

Portfolio Composition as of 09/30/21



Credit Quality Distribution as of 09/30/21





Aggregate Corporate Holdings (as of 9/30/2021)

Corporate Holding	Market Value	S&P/ Moody's Rating	% of Total Portfolio
3M Company	\$647,137	A+/A1	0.36%
Abbott Laboratories	\$375,134	A+/A2	0.21%
Adobe	\$1,491,249	A+/A2	0.82%
Amazon.Com Inc	\$1,191,796	AA/A1	0.66%
American Honda Finance	\$778,916	A-/A3	0.43%
Apple Inc	\$1,483,602	AA+/Aa1	0.82%
Astrazeneca	\$933,149	A-/A3	0.51%
Bank Of America Co	\$1,187,885	A-/A2	0.65%
Bristol-Myers Squibb Co	\$722,817	A+/A2	0.40%
Caterpillar Inc	\$2,286,568	A/A2	1.26%
Charles Schwab	\$942,143	A/A2	0.52%
Chevron Corporation	\$430,921	AA-/Aa2	0.24%
Citigroup Inc	\$1,624,157	BBB+/A3	0.89%
Deere & Company	\$1,923,137	A/A2	1.06%
Emerson Electric Company	\$515,420	A/A2	0.28%
Exxon Mobil Corp	\$1,844,837	AA-/Aa2	1.02%
General Dynamics Corp	\$340,757	A-/A3	0.19%
Goldman Sachs Group Inc	\$1,160,572	BBB+/A2	0.64%
Hershey Company	\$1,922,658	A/A1	1.06%
Honeywell International	\$340,220	A/A2	0.19%
Johnson & Johnson	\$926,170	AAA/Aaa	0.51%
JPMorgan Chase & Co	\$1,905,589	A-/A2	1.05%
Lockheed Martin Corp	\$1,158,762	/	0.64%
Mastercard Inc	\$732,284	/	0.40%
Merck & Co Inc	\$769,595	/	0.42%
Morgan Stanley	\$825,405	/	0.45%
Novartis AG	\$744,062	AA-/A1	0.41%
Paccar Financial Corp	\$2,127,933	A+/A1	1.17%
Pepsico Inc	\$771,799	A+/A1	0.42%
PNC Financial Services Group	\$1,276,856	A-/A3	0.70%
Texas Instruments Inc	\$851,363	A+/Aa3	0.47%
The Bank Of New York Mellon Corporation	\$1,162,011	A/A1	0.64%
Toyota Motor Corp	\$2,221,415	A+/A1	1.22%
Truist Financial	\$417,947	/	0.23%
Unilever Plc	\$100,155	A+/A1	0.06%
United Parcel Service Inc	\$219,211	A-/A2	0.12%
Unitedhealth Group Inc	\$1,488,004	A+/A3	0.82%
US Bancorp	\$1,850,682	A+/A2	1.02%
Wal-Mart Stores Inc	\$254,409	/	0.14%
Total	\$41,946,728		23.09%



Portfolio Performance (Total Return)

Portfolio	Quarter Ended September 30, 2021	12 Months Ended September 30, 2021	5 Years Ended September 30, 2021	Since Inception September 30, 2012	Duration	Yield at Cost
Building Maintenance	0.05%	0.02%	2.05%	1.61%	2.63	1.35%
Campus Maintenance Tech	0.07%	0.01%	2.09%	1.64%	2.57	1.50%
Campus Maintenance	0.09%	0.01%	2.04%	1.61%	2.51	1.51%
Capital Replacement Reserve	0.05%	0.00%	2.05%	1.62%	2.65	1.39%
Jt Powers Rec Maintenance	0.08%	0.05%	2.04%	1.61%	2.55	1.54%
Fleet Management	0.09%	0.05%	1.94%	1.52%	2.52	1.35%
Weighted Average	0.05%	0.01%	2.05%	1.61%	2.63	1.39%
Market Benchmark						
ML 1-5 Year Treasury Index	0.00%	-0.40%	1.80%	1.47%	2.59	

Non-benchmarked Funds						
Short-Term Future Capital Construction						0.11%
PLB - Fleet Management - City						0.04%
Gillette College-Rodeo						0.04%
Gillette College A&E Center						0.04%
Road Machinery/Equipment						0.04%
1% Road Machinery Replac.						0.04%

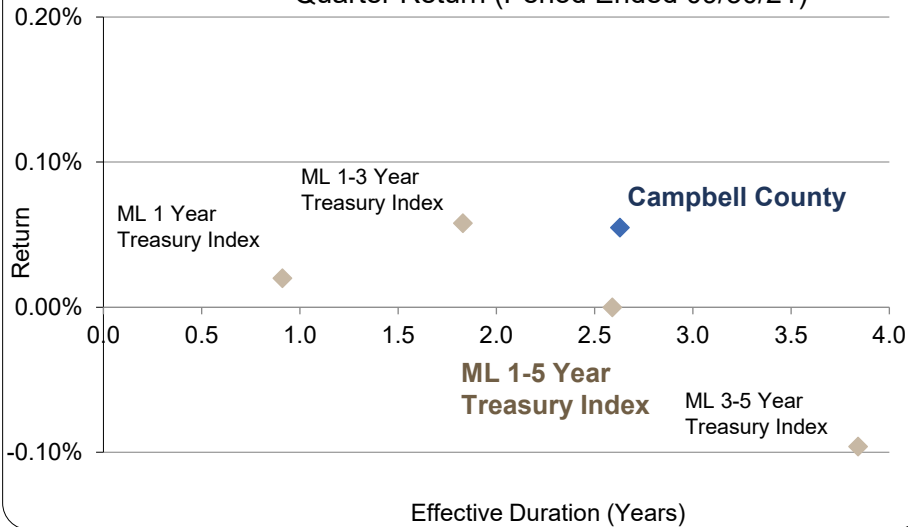
1. Performance on trade date basis, gross-of-fees in accordance with the CFA Institute's Global Investment Performance Standards.
2. Index data from BofA Merrill Lynch via Bloomberg
3. Returns for periods longer than one year are annualized.
4. Short-Term Future Capital Construction account has a since inception date of 3/31/14.



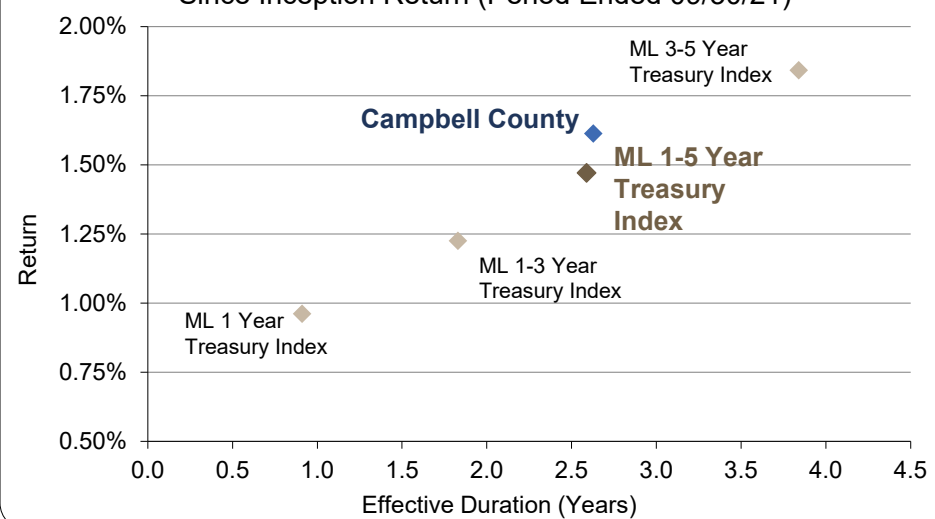
Total Returns for the Third Quarter 2021

- The County's portfolio outperformed the benchmark in the third quarter of 2021, while continuing to show outperformance in the longer-term.

Quarter Return (Period Ended 09/30/21)



Since Inception Return (Period Ended 09/30/21)

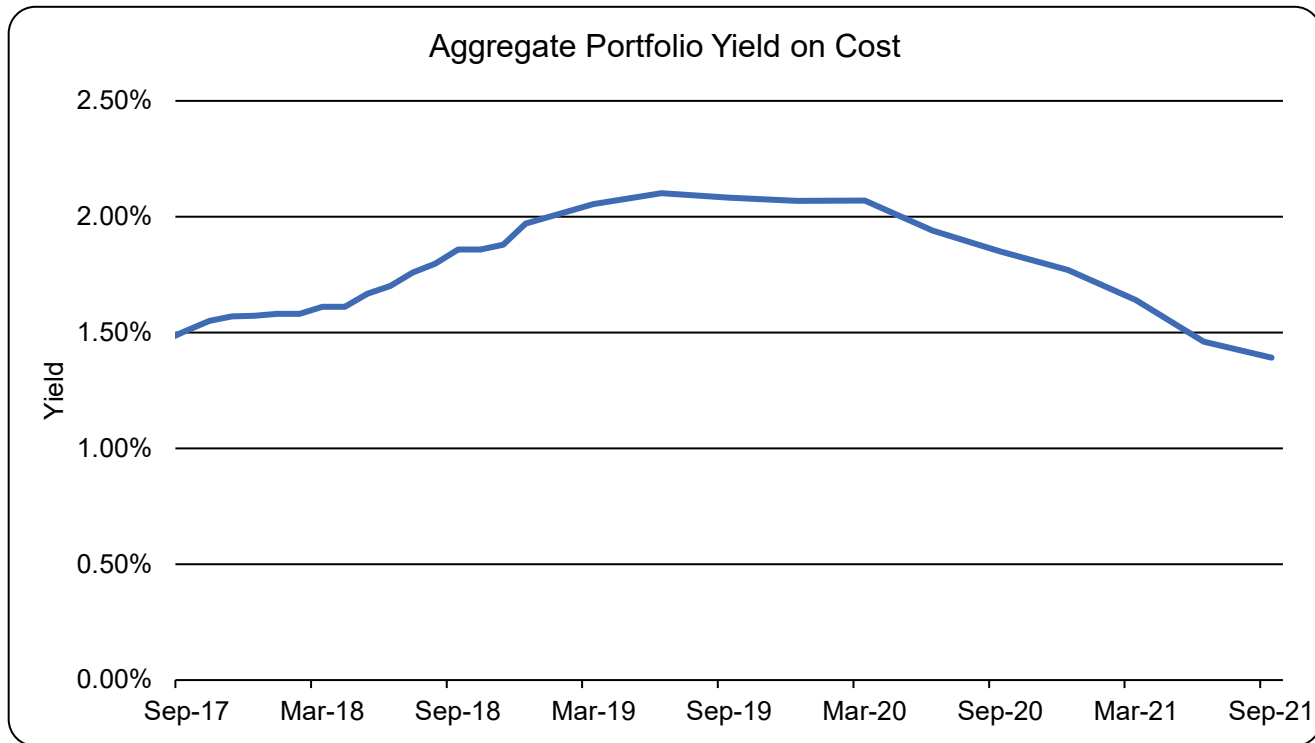


1. "Campbell County" represents weighted average of all 1 – 5 year accounts.
2. Since inception return is from September 30, 2012.



Portfolio Performance – Yield

- The yield on the County's portfolio has remained stable over the past 12 months
- The average portfolio yield was 1.39% at the end of the third quarter of 2021



1. Aggregate portfolio yield on cost calculated as the weighted average yield on cost of Campbell County portfolios managed to a benchmark.



Portfolio Performance – Accrued Earnings

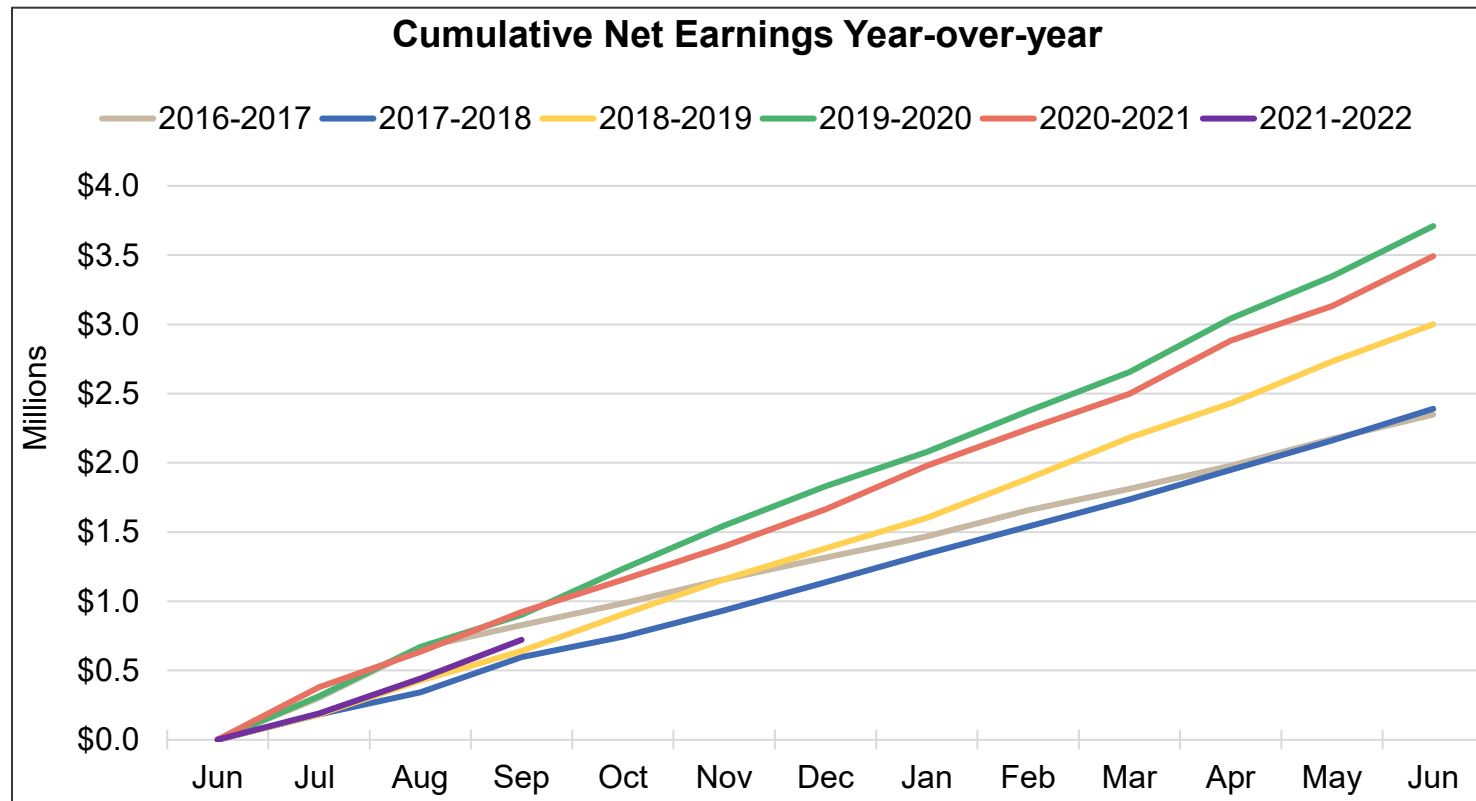
Combined Portfolios Fiscal Year 2020 - 2021 (\$)							
Month	Monthly				Cumulative		
	Earnings	Management Fees	Net Earnings		Earnings	Management Fees	Net Earnings
07/31/20	387,895	9,587	378,308		387,895	9,587	378,308
08/31/20	266,635	9,616	257,019		654,530	19,203	635,327
09/30/20	295,699	9,304	286,395		950,228	28,507	921,722
10/31/20	244,337	9,627	244,337		1,194,565	38,133	1,156,432
11/30/20	249,874	9,323	249,874		1,444,439	47,456	1,396,984
12/31/20	277,159	9,679	277,159		1,721,598	57,135	1,664,464
01/31/21	324,571	10,173	314,398		2,046,169	67,308	1,978,861
02/28/21	275,330	9,206	266,125		2,321,500	76,514	2,244,986
03/31/21	264,790	10,116	254,674		2,586,289	86,629	2,499,660
04/30/21	393,125	9,784	383,341		2,979,415	96,414	2,883,001
05/31/21	259,793	10,183	249,610		3,239,208	106,597	3,132,611
06/30/21	369,752	9,879	359,873		3,608,960	116,476	3,492,484

Combined Portfolios Fiscal Year 2021 - 2022 (\$)							
Month	Monthly				Cumulative		
	Earnings	Management Fees	Net Earnings		Earnings	Management Fees	Net Earnings
07/31/21	200,949	10,214	190,734		200,949	10,214	190,734
08/31/21	261,789	10,226	251,564		462,738	20,440	442,298
09/30/21	287,881	9,852	278,029		750,619	30,292	720,327
10/31/21							
11/30/21							
12/31/21							
01/31/22							
02/28/22							
03/31/22							
04/30/22							
05/31/22							
06/30/22							



County's Cumulative Net Earnings

- The County's investment portfolio has continued its strong earnings trajectory





Fourth Quarter 2021 Outlook and Strategy

Outlook

- Despite facing several headwinds and uncertainties, the economic recovery still has some positive momentum. Investors are keeping a close eye on the Federal Reserve's posturing with regard to policy normalization. GDP expectations in the near-term have been lowered due to a myriad of potential factors: the COVID spike, a runoff in monetary stimulus, lingering supply-chain constraints, and fiscal policy uncertainty around new spending plans.

Strategy

- Diversification across permitted investments will remain a key element of our strategy, with a continued focus on income as a key driver of return.
- Current Treasury allocations provide "dry powder" to add to other sectors should spreads become more attractive. Portfolio rebalancing and duration extension trades are focused in the steepest portions of the curve. Along with income, yield curve roll-down should serve as a significant contributor to portfolio returns as the upside for pure price appreciation is quite limited.
- We will remain quite selective in the corporate sector and maintain allocations closer to long-range minimums than historical averages. Although tailwinds have given support to ultra-tight spreads, diminished excess returns expectations warrant some caution.
- New supranational issues remain the best entry point into the sector, though following a seasonal uptick in issuance, we expect new deals to slow substantially into year-end.



Portfolio Holdings

The following page(s) contain the backup material for Agenda Item: [10:05 Transfer of Entitlements Agreements](#)

Carol J. Seeger

From: Todd C. Chatfield
Sent: Wednesday, November 17, 2021 5:18 PM
To: Robert L. Maul; Sean A. Brown; Carol J. Seeger; Luke Malyurek
Subject: Transfer Agreements
Attachments: Done - GCC to CYS FAA Form 5100-110 Agreement for Transfer of Entitlements.pdf; GCC to CYS Entitlement Transfer Cover Letter.pdf; Done - GCC to DWX FAA Form 5100-110 Agreement for Transfer of Entitlements.pdf; GCC to DWX Entitlement Transfer Cover Letter.pdf; Done - GCC to RWL FAA Form 5100-110 Agreement for Transfer of Entitlements.pdf; GCC to RWL Entitlement Transfer Cover Letter.pdf

Good evening All,

In FY 2021 the Northeast Wyoming Regional Airport received the following transfers:

- \$351,485.00 from Cheyenne Regional Airport/Jerry Olson Field
- \$300,000.00 from Dixon Airport
- \$170,833.00 from Rawlins Municipal Airport/Harvey Field

This is a scheduled repayment from the Northeast Wyoming Regional Airport to Cheyenne Regional Airport, Dixon Airport and Rawlins Municipal Airport for a total amount of \$822,318.00 in FY 2022.

Attached to this email you can find 3 cover letters and 3 transfer agreements for the County of Campbell, Wyoming and the Northeast Wyoming Regional Airport Board to sign agreeing to the FY 2022 transfers. The money we borrowed from these other airports was used for the new FBO terminal construction being done now. This is our AIP money and nothing will come from the county. The airport elected to use three years of entitlements for the construction project and since we only get 1 million a year we had to borrow the money from these other airports. This actually happens often with airports and we have allowed other airports to use our funds in the past that we weren't using that year.

If you have any questions please feel free to contact me.

Attention New Email: todd.chatfield@campbellcountywy.gov

Todd Chatfield C.M.
Executive Airport Director
Office: 307-686-1042 EXT 6
Cell: 307-660-8623





U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

November 15, 2021

Mr. Robert Maul, Chairman
Campbell County Board of Commissioners
500 South Gillette Avenue, Suite 1100
Gillette, WY 82716

Mr. Luke Malyurek, President
Northeast Wyoming Regional Airport Board
2000 Airport Road
Gillette, WY 82716

Dear Commissioner Maul and Mr. Malyurek,

We are enclosing an electronic copy of the Airport Improvement Program (AIP) "Agreement For Transfer of Entitlements". This agreement will transfer \$351,485.00 of fiscal years (FY) 2022 of Federal funds from Northeast Wyoming Regional Airport to Cheyenne Regional Airport/Jerry Olson Field. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the "Agreement For Transfer of Entitlements," please e-mail a copy of the agreement to your FAA Project Manager, Paulette Lugo, at paulette.lugo@faa.gov.

Sincerely,

John P. Bauer, Manager
Denver Airports District Office

Enclosures

Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: County of Campbell, Wyoming and the Northeast Wyoming Regional Airport Board
hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for
the: Name of Transferring Airport (and LOCID): Northeast Wyoming Regional Airport (GCC)
for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
PN	2022	\$ 351,485.00
Total		\$ 351,485.00

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements:
Cheyenne Regional Airport/Jerry Olson Field (CYS)

Name of Receiving Airport's Sponsor: City of Cheyenne and County of Laramie, Wyoming and the Cheyenne Regional Airport Board
a public use airport in the same state or geographical areas as the transferring airport for eligible projects
under 49 USC § 47104(a).

The waiver expires on the earlier of 09/01/2022 (date) or when the availability of
apportioned funds lapses under 49 USC § 47117(b).

For the United States of America, Federal Aviation Administration:

Signature: **JOHN P BAUER** Digitally signed by JOHN P BAUER
Date: 2021.11.15 09:22:52 -07'00'

Name: John P. Bauer

Title: Manager, Denver Airports District Office

Date: 11/15/2021

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of ,

Name of Sponsor: County of Campbell, Wyoming

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State),
this day of ,

Signature of Sponsor's Attorney: _____

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of ,

Name of Sponsor: Northeast Wyoming Regional Airport Board

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State),
this day of ,

Signature of Sponsor's Attorney: _____



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

November 15, 2021

Mr. Robert Maul, Chairman
Campbell County Board of Commissioners
500 South Gillette Avenue, Suite 1100
Gillette, WY 82716

Mr. Luke Malyurek, President
Northeast Wyoming Regional Airport Board
2000 Airport Road
Gillette, WY 82716

Dear Commissioner Maul and Mr. Malyurek,

We are enclosing an electronic copy of the Airport Improvement Program (AIP) "Agreement For Transfer of Entitlements". This agreement will transfer \$300,000.00 of fiscal years (FY) 2022 of Federal funds from Northeast Wyoming Regional Airport to Dixon Airport. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the "Agreement For Transfer of Entitlements," please e-mail a copy of the agreement to your FAA Project Manager, Paulette Lugo, at paulette.lugo@faa.gov.

Sincerely,

John P. Bauer, Manager
Denver Airports District Office

Enclosures



Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: County of Campbell, Wyoming and the Northeast Wyoming Regional Airport Board
hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for
the: Name of Transferring Airport (and LOCID): Northeast Wyoming Regional Airport (GCC)
for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
PN	2022	\$ 300,000.00
Total		\$ 300,000.00

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements:
Dixon Airport (DWX)

Name of Receiving Airport's Sponsor: Carbon County, Wyoming
a public use airport in the same state or geographical areas as the transferring airport for eligible projects
under 49 USC § 47104(a).

The waiver expires on the earlier of 09/01/2022 (date) or when the availability of
apportioned funds lapses under 49 USC § 47117(b).

For the United States of America, Federal Aviation Administration:

Signature: **JOHN P BAUER** Digitally signed by JOHN P BAUER
Date: 2021.11.15 09:36:45 -07'00'

Name: John P. Bauer

Title: Manager, Denver Airports District Office

Date: 11/15/2021

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of ,

Name of Sponsor: County of Campbell, Wyoming

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State),
this day of ,

Signature of Sponsor's Attorney: _____

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of ,

Name of Sponsor: Northeast Wyoming Regional Airport

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State),
this day of ,

Signature of Sponsor's Attorney: _____



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
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Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

November 15, 2021

Mr. Robert Maul, Chairman
Campbell County Board of Commissioners
500 South Gillette Avenue, Suite 1100
Gillette, WY 82716

Mr. Luke Malyurek, President
Northeast Wyoming Regional Airport Board
2000 Airport Road
Gillette, WY 82716

Dear Commissioner Maul and Mr. Malyurek,

We are enclosing an electronic copy of the Airport Improvement Program (AIP) "Agreement For Transfer of Entitlements". This agreement will transfer \$170,833.00 of fiscal years (FY) 2022 of Federal funds from Northeast Wyoming Regional Airport to Rawlins Municipal Airport/Harvey Field. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the "Agreement For Transfer of Entitlements," please e-mail a copy of the agreement to your FAA Project Manager, Paulette Lugo, at paulette.lugo@faa.gov.

Sincerely,

John P. Bauer, Manager
Denver Airports District Office

Enclosures

Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: County of Campbell, Wyoming and the Northeast Wyoming Regional Airport Board
hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for
the: Name of Transferring Airport (and LOCID): Northeast Wyoming Regional Airport (GCC)
for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
PN	2022	\$ 170,833.00
Total		\$ 170,833.00

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements:
Rawlins Municipal Airport/Harvey Field (RWL)

Name of Receiving Airport's Sponsor: City of Rawlins, Wyoming; County of Carbon, Wyoming and the Rawlins-Carbon County Airport Board
a public use airport in the same state or geographical areas as the transferring airport for eligible projects
under 49 USC § 47104(a).

The waiver expires on the earlier of 09/01/2022 (date) or when the availability of
apportioned funds lapses under 49 USC § 47117(b).

For the United States of America, Federal Aviation Administration:

Signature: **JOHN P BAUER** Digitally signed by JOHN P BAUER
Date: 2021.11.15 09:46:22 -07'00'

Name: John P. Bauer

Title: Manager, Denver Airports Distric Office

Date: 11/15/2021

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Signature of Sponsor's Authorized Official: _____

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Signature of Sponsor's Attorney: _____

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of ,

Name of Sponsor: Northeast Wyoming Regional Airport Board

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State),
this day of ,

Signature of Sponsor's Attorney: _____

The following page(s) contain the backup material for Agenda Item: [10:10 Public Health Crisis Response Cooperative Agreement](#)

hsh

OFFICE

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
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Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

Robert Maul, Chairman
Rusty Bell
Colleen Faber
D.G. Reardon
Del Shelstad

MEMORANDUM

TO: Campbell County Commissioners

FROM: Bethany Raab

RE: Public Health Crisis Response Cooperative Agreement

DATE: 11/29/2021

Attached you will find a Cooperative Agreement for Emergency Response: Public Health Crisis Response COVID-19 Crisis Response Cooperative Agreement. These funds can be used to set forth the terms and conditions in which the Public Health Response Coordinator and Public Health can utilize funds if and when the CDC activates the funds. These funds are federal funds (CFDA# 93.354) and the award amount is \$100,000.

The document was reviewed by HR/Risk, County Attorney and Grants. Revisions were requested and received.

A representative from Public Health will present this contract.

Thank you!

**CONTRACT BETWEEN
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
AND
CAMPBELL COUNTY**

1. **Parties.** The parties to this Contract are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002 and Campbell County (Subrecipient), whose address is: 2301 South 4J Road, Gillette, Wyoming 82717. This Contract concerns the Public Health Preparedness and Response Unit.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Subrecipient shall perform response activities through implementation of the Centers for Disease Control and Prevention (CDC) CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response COVID-19 Crisis Response Cooperative Agreement – Components A and B Supplemental Funding Interim Guidance. The parties acknowledge that Agency has not yet received funding from the CDC for this Contract; services and payment are subject to Sections 5.B. and 6.D. below.
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The Performance Period of the Contract is from July 1, 2021 through June 30, 2024. All services shall be completed during this term.

This Contract may be extended twice by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.

4. **Payment.**
 - A. Contingent on available funding, the Agency agrees to pay the Subrecipient for the services described in Attachment A, which is attached to and incorporated into this Contract by this reference. Total payment under this Contract shall not exceed one-hundred thousand dollars (\$100,000.00). Payment under this Contract is contingent on crisis funding awarded by the CDC, through PHPR, which shall be made available through this contract only when CDC has determined a public health emergency exists or is considered imminent. PHPR will distribute through a funding formula approved at the time of the response. Payment shall be made in accordance with Attachment A and within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Contract.
 - B. No payment shall be made for work performed outside of the Performance Period of this Contract. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.

- C. **Travel.** When the Subrecipient is working at a location requiring an overnight stay, the Contractor shall be reimbursed at the rates set out in Wyo. Stats. §§ 9-3-102 and 9-3-103.
5. **Responsibilities of Subrecipient.** The Subrecipient agrees to:
- A. Provide the services described in Attachment A.
 - B. Refrain from performing under this Contract until it receives notice to proceed from the Agency under Section 6.D. The Subrecipient shall be solely responsible for any costs incurred prior to receipt of notice to proceed from the Agency under Section 6.D.
6. **Responsibilities of Agency.** The Agency agrees to:
- A. Pay Subrecipient in accordance with Section 4 above.
 - B. Provide support as described in Attachment A.
 - C. Monitor and evaluate the Subrecipient's compliance with the conditions set forth in this Contract.
 - D. Upon receipt of funding for this Contract, issue notice to proceed to Subrecipient via email.
7. **Special Provisions.**
- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
 - B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Contract will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
 - C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Contract:
 - (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or

- (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. **Limitations on Lobbying Activities.** By signing this Contract, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. **Monitoring Activities.** Agency shall have the right to monitor all activities related to this Contract that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.
- G. **Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.
- H. **No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Contract, shall be paid by either party.
- I. **Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Contract, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. **Suspension and Debarment.** By signing this Contract, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are

any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.

- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Contract; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Contract. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Contract.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Contract, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Contract.
- O. Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Contract must be used to increase the scope of the program or returned to Agency.

8. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Subrecipient shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. **Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract. The Subrecipient shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract. The Subrecipient shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. **Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. **Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other Subrecipients for work related to this Contract. The Subrecipient shall cooperate fully with other Subrecipients and the Agency in all such cases.

- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Confidentiality of Information. Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Contract, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Contract.** This Contract, consisting of eleven (11) pages; and Attachment A, Public Health Preparedness and Response Crisis Funding Statement of Work, consisting of seven (7) pages, represent the entire and integrated Contract between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein. Any extension of this Contract shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Contract or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Contract.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.

- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Subrecipient shall be free from control or direction over the details of the performance of services under this Contract. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Contract.
- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Subrecipient or its sub-subrecipients will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- R. Prior Approval.** This Contract shall not be binding upon either party, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-1016(b)(iv).
- S. Insurance Requirements.**

- (i) During the term of this Contract, the Subrecipient shall obtain and maintain, and ensure that each sub-subrecipient obtains and maintains, each type of insurance coverage specified in Insurance Coverage, below.
- (ii) All policies should be primary over any insurance or self-insurance program carried by the Subrecipient or the State of Wyoming. All policies shall include clauses stating that each insurance carrier shall waive all rights of recovery under subrogation or otherwise against Subrecipient or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.
- (iii) The Subrecipient shall provide Certificates of Insurance to the Agency verifying each type of coverage required herein. If the policy is a "claims made" policy instead of a "occurrence" policy, the information provided shall include, but it not limited to, retroactive dates and extended reporting periods or tails.
- (iv) All policies shall be endorsed to provide at least thirty (30) days advance written notice of cancellation to the Agency. A copy of the policy endorsement shall be provided with the Certificate of Insurance.
- (v) In case of a breach of any provision relating to Insurance Requirements or Insurance Coverage, the Agency may, at the Agency's option, obtain and maintain, at the expense of the Subrecipient, such insurance in the name of the Subrecipient or sub-subrecipient, as the Agency may deem proper and may deduct the cost of obtaining and maintaining such insurance from any sums which may be due or become due to the Subrecipient under this Contract.
- (vi) All policies required by this Contract shall be issued by an insurance company with an A.M. Best rating of A-VIII or better.
- (vii) The Agency reserves the right to reject any policy issued by an insurance company that does not meet these requirements.

T. Insurance Coverage. The Subrecipient shall obtain and maintain the following insurance in accordance with the Insurance Requirements set above:

- (i) Commercial General Liability Insurance. Commercial general liability insurance (CGL) coverage, occurrence form, covering liability claims for bodily injury and property damage arising out of premises, operations, products and completed operations, and personal and advertising injury, with minimum limits as follows:

- (a) \$1,000,000.00 each occurrence;
- (b) \$1,000,000.00 personal injury and advertising injury;
- (c) \$2,000,000.00 general aggregate; and
- (d) \$2,000,000.00 products and completed operations.

The CGL policy shall include coverage for Explosion, Collapse, and Underground property damage. This coverage may not be excluded by any endorsement.

- U. **Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- V. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- W. **Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- X. **Termination of Contract.** This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Contract.
- Y. **Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties, and obligations contained in this Contract shall operate only between the parties to this Contract and shall inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.
- Z. **Time is of the Essence.** Time is of the essence in all provisions of this Contract.
- AA. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.

- BB. Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- CC. Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Subrecipient of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

AGENCY: WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION

Stefan Johansson, Interim Director

Date

Stephanie Pyle, MBA
Senior Administrator, Public Health Division

Date

SUBRECIPIENT: CAMPBELL COUNTY

Chairman, Campbell County Board of Commissioners

Date

CAMPBELL COUNTY ATTORNEY: APPROVAL AS TO FORM

Campbell County Attorney

Date

COUNTY CLERK'S ATTESTATION:

Campbell County Clerk

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

 #215002

Tyler M. Renner, Senior Assistant Attorney General

10-25-2021

Date

**ATTACHMENT A:
PUBLIC HEALTH EMERGENCY PREPAREDNESS CRISIS RESPONSE FUNDING
STATEMENT OF WORK**

GENERAL DESCRIPTION

The parties to this Contract are the Wyoming Department of Health, Public Health Division (Agency) and Campbell County (Subrecipient). This Statement of Work pertains to and is managed by the Public Health Preparedness and Response Unit (PHPR). This document is a Statement of Work (SOW) to identify and describe deliverables and payment structure for the development and response of public health emergency response capability through the implementation of the Centers for Disease Control and Prevention (CDC), CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response COVID-19 Crisis Response Cooperative Agreement – Components A and B Supplemental Funding Interim Guidance. Wyoming seeks to pre-approve local jurisdictions to receive funding for Health and Human Services (HHS) Secretarial declared and non-declared public health (PH) emergencies of such magnitude, complexity, or significance that it would have an overwhelming impact upon, and exceed resources available to Wyoming. No funding is available for the Contract until the CDC distributes response funding to Wyoming. Any funding tied to the Contract will only be made available once CDC has determined a public health emergency exists or is considered eminent. Jurisdictions will need to be capable of activating new or surging current emergency response activities within a two (2) day period. This program is authorized under section 311(c)(1) of the Public Health Service Act (42 USC § 243(c)(1)), subject to available funding and other requirements and limitations.

The requirements articulated in Attachment A, Public Health Emergency Preparedness Crisis Response Funding Statement of Work, represent known response requirements; the Agency retains the right to change the deliverables as outlined below upon execution of a Contract amendment under Section 8.A. based on any additional requirements or information that may come from CDC. CDC may establish ad hoc due dates based on the needs of the crisis. Additional requirements or changes will be articulated to the Subrecipient as soon as possible, once the Agency receives this information. Failure to meet these requirements may affect future funding for the Agency and in turn emergency response funding for the Subrecipient. Deliverables must be kept up to date; quarterly payments will only be made once all deliverables are met for the prior quarter. PHPR staff is available to facilitate planning activities and provide technical assistance. It is understood that Public Health Response Coordinators (PHRCs) are typically assigned the responsibility of addressing the deliverables listed below and support the Emergency Support Function (ESF) #8 Public Health and Medical during a response.

PAYMENT

The source of funds for the Contract is via a Cooperative Agreement from the Centers for Disease Control Catalog of Federal Domestic Assistance (CFDA) No. 93.354. Funding distributed under this Contract may be extended by a CDC No Cost Extension, and corresponding amendment to the Contract, if warranted.

TIMELINE AND DELIVERABLES

All deliverable documentation must be submitted to the Contract Reporting Tool (CRT).

Timetable and Deliverables for Subrecipient	
Outcomes: Program activities are designed to prevent or reduce morbidity and mortality from public health incidents whose scale, rapid onset, or unpredictability stresses the public health system and ensure the earliest possible recovery and return of the public health system to pre-incident levels or improved functioning. Short term outcomes include: 1. Earliest possible activation and management of emergency operations 2. Earliest possible identification and investigation of an incident/index case (if applicable) 3. Timely implementation of intervention and control measures (as applicable to crisis) 4. Timely communication of risk and essential elements of information by partners 5. Timely coordination and support of response activities with healthcare and other partners Strategies and Activities: Subrecipient will use capabilities to focus on the following strategies and conduct these activities for the public health system: 1. Strengthen Public Health Incident Management for Early Crisis Response 2. Strengthen Jurisdictional Recovery 3. Strengthen Information Management 4. Strengthen Countermeasures and Mitigation 5. Strengthen Surge Management 6. Strengthen Biosurveillance	
Task	In place within
Emergency Operations and Coordination 1. Conduct jurisdictional COVID-19 risk assessments. a. Identify and prioritize risk-reduction strategies and risk-mitigation efforts in coordination with community partners and stakeholders. b. Implement public health actions designed to mitigate risks in accordance with CDC guidance. 2. Implement public health response plans based on CDC COVID-19 Preparedness and Response Planning Guidance for State, Local, Territorial, and Tribal Public Health Agencies. 3. Provide technical assistance to local and tribal health departments on development of COVID-19 response plans and respond to requests for public health assistance. 4. Activate the jurisdiction's emergency operations (EOC) at a level appropriate to meet the needs of the response. a. Staff with numbers and skills necessary to support the response, assure worker safety, and monitor absenteeism. b. Use established systems to ensure continuity of operations (COOP) and implement COOP plans as needed.	Ongoing

5. Establish systems to ensure continuity of operations (COOP) and implement COOP plans as needed. 6. Establish call center or other communication capacity for information sharing, public information, and directing residents to available resources. 7. Activate emergency hiring authorities and expedited contracting processes. 8. Assess the jurisdiction's public health and healthcare system training needs. a. Provide materials and facilitate training designed to improve the jurisdiction's public health and healthcare system response. Focus on infection prevention and control strategies implementation / triggers for crisis/contingency standards of care. b. Implement procedures to notify relevant personnel and participate in CDC national calls and Clinician Outreach and Communication Activity (COCA) calls. c. Ensure plans and jurisdictional response actions incorporate the latest CDC guidance and direction.	
Responder Safety and Health 1. Assure the health and safety of the jurisdiction's workforce, including but not limited to implementation of staff resiliency programs, occupational health/safety programs, responder mental health support. Determine gaps and implement corrective actions. 2. Implement personal protective equipment (PPE) sparing strategies for public health/healthcare system workforce in accordance with federal guidelines. 3. Develop an occupational safety and health strike team to ensure workers are protected, implement corrective actions, and gather lessons learned. 4. Establish a team of communicators that can interpret CDC guidance and assist with the implementation of worker safety and health strategies. 5. Create tools to assist and anticipate supply chain shortages, track PPE inventory. 6. Develop PPE strategies consistent with CDC guidance for hospitals, outpatient clinics, long term care facilities, and other facilities; work with suppliers and coalitions to develop statewide plans for caching or redistribution/sharing. This strategy should be integrated with healthcare coalitions' system plans for purchasing, caching, and distributing PPE and accessing the Strategic National Stockpile. 7. Purchase required PPE (if available).	Ongoing
Identification of vulnerable populations 1. Implement mitigation strategies for populations at risk for morbidity, mortality, and other adverse outcomes. 2. Update response and recovery plans to include populations at risk. 3. Enlist other governmental and non-governmental programs that can be leveraged to provide social services and ensure that patients with COVID-19 virus (or at risk of exposure) receive proper information to connect them to available social services.	Ongoing

4. Leverage social services and behavioral health within the community, including the Administration for Children and Families (ACF) and Health Resources and Services Administration (HRSA). 5. Conduct rapid assessment (e.g., focus groups) of concerns and needs of the community related to the prevention of COVID-19. 6. Identify gaps and implement strategies that encourage risk-reduction behaviors.	
Jurisdictional Recovery 1. Implement recovery efforts to restore to pre-event functioning. 2. Conduct a Hotwash/After Action Review and develop an improvement plan.	Ongoing
Information Sharing 1. Ensure redundant platforms are in place for pushing out messages to the public and the healthcare sector regarding risks to the public, risk of transmission, and protective measures. 2. Develop, coordinate, and disseminate information, alerts, warnings, and notifications regarding risks and self-protective measures to the public, particularly with at-risk and vulnerable populations and incident management responders. 3. Develop new systems or utilize existing systems to rapidly report public health data. 4. Develop community messages that are accurate, timely, and reach at-risk populations.	Ongoing
Emergency Public Information and Warning and Risk Communication 1. Ensure redundant platforms are in place for pushing out messages to the public and the healthcare sector regarding risks to the public, risk of transmission, and protective measures. a. Work with health communicators and educators on risk communications efforts designed to prevent the spread of COVID-19 virus. 2. Update scripts for jurisdictional call centers with specific COVID-19 messaging (alerts, warnings, and notifications). 3. Evaluate COVID-19 messaging and other communication materials and, based on feedback from target audiences, revise messages and materials as needed. a. Conduct rapid assessment (e.g., focus groups) of existing messaging and communications activities (e.g., web-based, social media) related to the prevention of COVID-19. b. Monitor local news stories and social media postings to determine if the information is accurate, identify messaging gaps, and make adjustments to communications as needed. 4. Contract with local vendors for translation (as necessary), printing, signage, audiovisual/public service announcement development and dissemination. 5. Identify gaps and develop culturally appropriate risk messages for at-risk populations including messages that focus on risk-reduction behaviors.	Ongoing

6. Develop a COVID-19-specific media relations strategy, including identification of key spokespeople and an approach for regular media outreach. 7. Coordinate communication messages, products, and programs with key partners and stakeholders to harmonize response messaging. 8. Clearly communicate steps that health care providers should take if they suspect a patient has COVID-19 virus infection (e.g., diagnostic testing, clinical guidance).	
Nonpharmaceutical Interventions 1. Develop plans and triggers for the implementation of community interventions, including: a. Activating emergency operations plans for schools, higher education, and mass gatherings; b. Ensuring that community, faith-based, and business organizations are prepared to support interventions to prevent spread; c. Integrating interventions related to social services providers, criminal justice systems, homeless persons, and other vulnerable populations and at-risk populations. 2. Anticipate disruption caused by community spread and interventions to prevent further spread. a. Planning for school dismissal including continuity of education and other school-based services (e.g., meals); b. Ensuring systems are active to provide guidance on the closure of businesses, government, and social services; c. Ensuring systems are in place to monitor social disruption (e.g., school closures); d. Ensuring that services (e.g., housing, transportation, food) are in place for community members impacted by social distancing interventions.	Ongoing
Quarantine and Isolation Support 1. Provide lodging and wrap-around services, including food and beverage, cleaning, waste management, maintenance, repairs at quarantine/isolation sites, and clinical care costs for individuals while under state or federal quarantine and isolation orders that are not eligible to be paid for by another source. 2. Review and update state quarantine and isolation laws, regulations, and procedures. Funds may also be used to develop training and educational materials for local health departments and judicial officials. 3. Identify and secure safe housing for persons subject to restricted movement and other public health orders. 4. Develop and implement behavioral health strategies to support affected populations.	Ongoing
Distribution and Use of Medical Material 1. Ensure jurisdictional capacity for a mass vaccination campaign once vaccine becomes available, including: a. Enhancement of immunization information systems	Ongoing

b. Maintain ability for vaccine-specific cold chain management c. Mass vaccination clinics for emergency response d. Assess and track vaccination coverage e. Rapidly identify high-risk persons requiring the vaccine f. Plan to prioritize limited Medical Countermeasures (MCM) based on guidance from the CDC and the HHS 2. Ensure jurisdictional capacity for distribution of MCM and supplies.	
Surge Management 1. Activate mechanisms for surging public health responder staff. 2. Activate volunteer organizations.	Ongoing
Public Health Coordination with Healthcare Systems 1. In partnership with health care coalitions, develop triggers for enacting crisis/contingency standards of care. 2. Coordinate with Hospital Preparedness Program (HPP) entities, healthcare coalitions, health care organizations, emergency management, and other relevant partners and stakeholders to assess the public health and medical surge needs of the community. 3. Prepare for increased demands for services, expansions of public health functions, increases in administrative management requirements, and other emergency response surge needs. 4. Train hospitals, long-term care facilities and other high-risk facilities on infection prevention and control. 5. Actively monitor healthcare system capacity and develop mitigation strategies to preserve healthcare system resources. 6. Execute authorities for responding to healthcare system surge and implement activities to mitigate demands on the healthcare system. Plan to activate crisis/contingency standards of care.	Ongoing
Infection Control 1. Follow updated CDC guidance on infection control and prevention and PPE. 2. Engage with healthcare providers and healthcare coalitions to address issues related to infection prevention measures, such as: a. Changes in hospital/healthcare facility visitation policies b. Social distancing c. Infection control practices in hospitals and long-term care facilities, such as: i. PPE use ii. Hand hygiene iii. Source control iv. Isolation of patients.	

PROGRESS REPORTS

Progress reports shall be submitted at three (3) month intervals. PPHR will provide the progress report template. Progress reports are due on the last day of the month following the reporting period.

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The following page(s) contain the backup material for Agenda Item: [10:15 Means First Extension Water & Sewer District Expansion](#)

**Office of
Campbell County Clerk
P.O. Box 3010
Gillette, WY 82717-3010
Phone (307)682-7285 Fax (307)687-6455**

MEMORANDUM

TO: Board of Campbell County Commissioners

FROM: Michelle L. Leiker *MLL*
Elections Coordinator

DATE: December 1, 2021

RE: Means First Extension Water and Sewer District Enlargement

Attached to this cover memo is the Notice of Public Hearing for the Enlargement of the Means First Extension Water and Sewer District, scheduled for December 7, 2021 at 10:15 AM. I will be presenting at the hearing.

After the hearing, there is a thirty-day protest period. If after the protest period, there are no written protests, I will forward you an order approving the enlargement for the Commissioners January 18, 2022 regular meeting agenda.

Please contact me if you need more information.

cc:

Carol Seeger

Sean Brown

Helenanne Cathey

Dennis Stillman

**BEFORE THE CAMPBELL COUNTY
BOARD OF COUNTY COMMISSIONERS**

IN THE MATTER OF:

A Petition for Enlargement of
Means First Extension
Water and Sewer District

)
)
)
)
)

**NOTICE OF PUBLIC HEARING ON PETITION FOR ENLARGEMENT OF MEANS
FIRST EXTENSION WATER AND SEWER DISTRICT**

PLEASE TAKE NOTICE THAT a hearing will be held upon the petitions filed by 3NB, LLC and 4M Environmental, LLC requesting the enlargement of Means First Extension Water and Sewer District as follows:

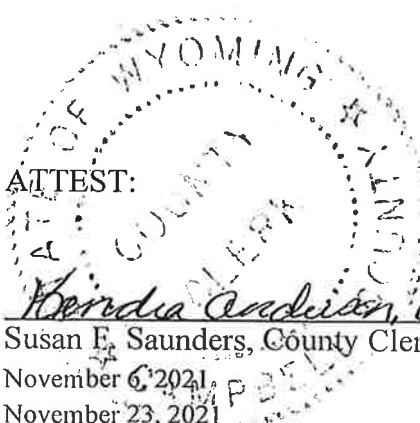
1. The purpose of the petitions filed with the Board of Campbell County Commissioners seek to enlarge the boundaries of Means First Extension Water and Sewer District, for water to be purchased. The Board of Directors of the district have approved the enlargement as proposed.
2. The name of the district is Means First Extension Water and Sewer District. The petitions and the land proposed to be included in the district is attached as Exhibit A.
3. The hearing will be held on December 7, 2021 at 10:15 A.M. in the chambers of the Board of County Commissioners located in the Campbell County Courthouse, 500 S. Gillette Ave., Gillette, Wyoming.

All interested persons may appear and be heard on the matter.

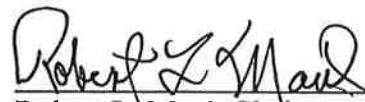
DATED THIS 19th day of October 2021

CAMPBELL COUNTY BOARD OF COUNTY COMMISSIONERS

ATTEST:


Susan E. Saunders
Susan E. Saunders, County Clerk

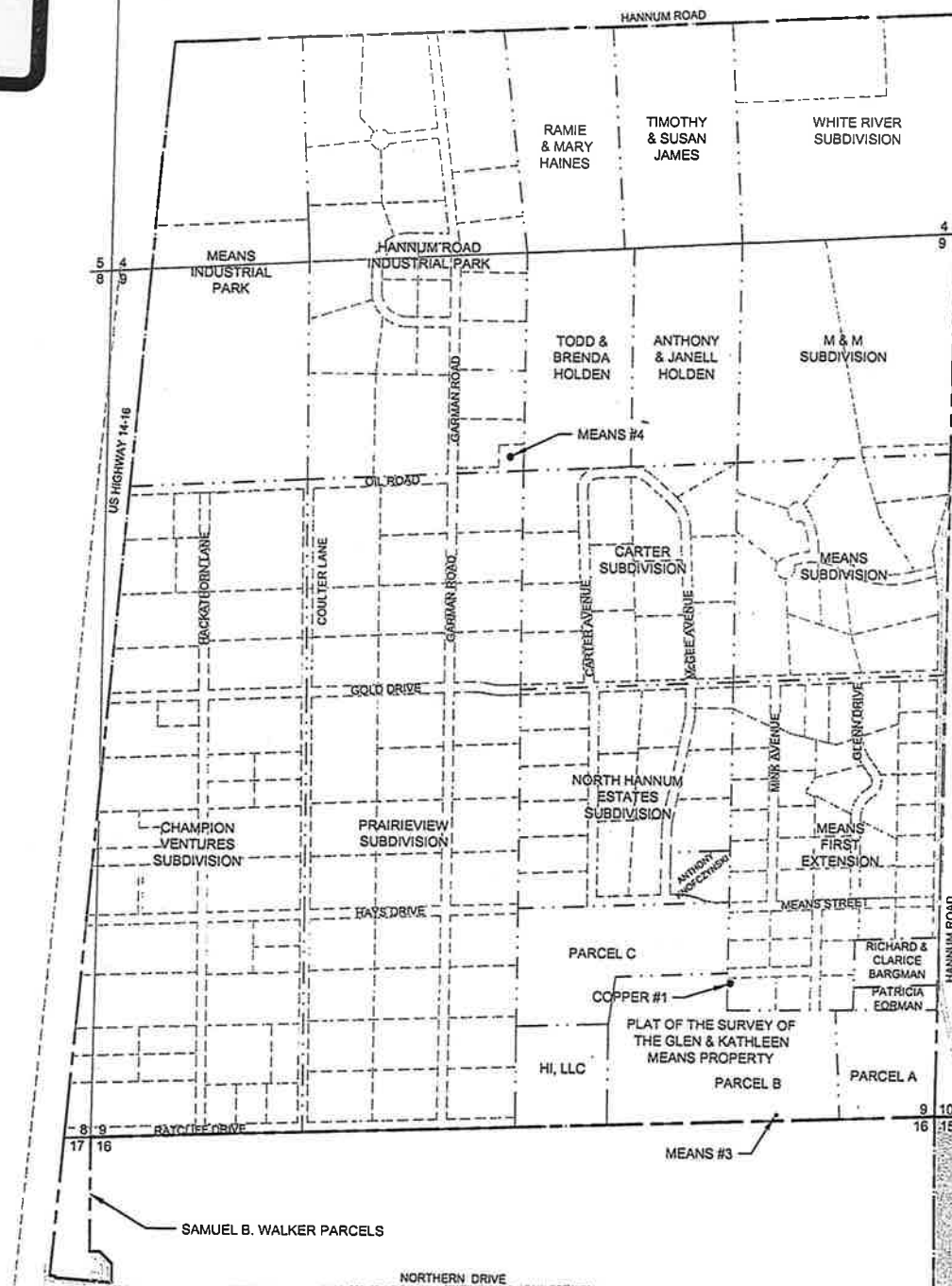
November 6, 2021
November 23, 2021


Robert L. Maul, Chairman

EXHIBIT

A

MEANS FIRST EXTENSION WATER AND SEWER DISTRICT DISTRICT BOUNDARY MAP APRIL, 2021 T50N, R72W, CAMPBELL COUNTY, WY



PARCELS TO BE ANNEXED INTO MEANS WATER AND SEWER DISTRICT PER THIS MAP

3NB, LLC PARCEL

THAT PORTION OF THE NW1/4 NW1/4 OF SECTION 15, T50N, R72W, SIXTH P.M. WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NW CORNER OF SAID SECTION 15; THENCE N89°18'21"E ALONG THE NORTH LINE OF SAID SECTION 15 A DISTANCE OF 1402.71' TO THE W1/16 CORNER OF SECTIONS 10 AND 15; THENCE S00°58'52"W, 1287.84' ALONG THE WEST ONE-SIXTEENTH LINE OF SAID SECTION 15 TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF NORTHERN DRIVE; THENCE S89°19'21"W ALONG SAID RIGHT-OF-WAY LINE 756.95'; THENCE CONTINUING N32°12'23"W, 98.17' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S13°35'22"E, 62.67' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°19'21"W, 67.32' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING N13°35'22"W, 41.11' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°19'21"W, 60.97' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S00°40'42"E, 48.07' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°19'21"W, 417.12' ALONG SAID NORTH RIGHT-OF-WAY LINE TO A POINT ON THE WEST LINE OF SAID SECTION 15; THENCE N00°15'51"W ALONG SAID WEST SECTION LINE 1285.92' TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 40.91 ACRES, MORE OR LESS.

4M ENVIRONMENTAL, LLC PARCEL

THAT PORTION OF THE NE1/4 NW1/4 OF SECTION 15, T50N, R72W, SIXTH P.M. WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTH 1/4 CORNER OF SECTIONS 10 AND 15, T. 50 N., R. 72 W. OF THE 6TH PRINCIPAL MERIDIAN; THENCE S02°14'15"W, 1289.2' ALONG THE NORTH-SOUTH CENTERLINE OF SAID SECTION 15 TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF NORTHERN DRIVE; THENCE S89°22'10"W, 2.0' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°19'21"W, 804.8' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING N01°02'02"W, 39.9' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°21'44"W, 200.2' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S00°57'22"E, 40.2' ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE CONTINUING S89°19'21"W, 316.7' ALONG SAID NORTH RIGHT-OF-WAY LINE TO A POINT ON THE WEST ONE-SIXTEENTH LINE OF SAID SECTION 15; THENCE N00°58'52"E ALONG SAID WEST ONE-SIXTEENTH LINE 1287.84' TO THE W1/16 CORNER OF SAID SECTIONS 10 AND 15; THENCE N89°18'21"E ALONG THE NORTH LINE OF SAID SECTION 15 A DISTANCE OF 1402.71' TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 40.80 ACRES, MORE OR LESS.

DISTRICT'S EXISTING WATER RIGHTS

WYOMING STATE ENGINEERS WELL PERMIT NUMBERS

Well Permits for Means #3	Well Permits for Copper #1	Well Permit for Means #4
Means #3 (U.W. 52818)	Copper #1 (U.W. 78859)	Means #4 (U.W. 165515)
1st Enl Means #3 (U.W. 78860)	1st Enl Copper #1 (U.W. 97249)	
2nd Enl Means #3 (U.W. 97250)	2nd Enl Copper #1 (U.W. 131366)	
3rd Enl Means #3 (U.W. 131367)		



0 250 500

SCALE: 1" = 500'

BENCHMARK

CITY OF GILLETTE VCM #47
NORTHING: 1385293.1
EASTING: 561072.9
ELEVATION: 4572.707
CITY OF GILLETTE HORZ #3006
NORTHING: 1392494.30
EASTING: 566338.63
ELEVATION: 4458.42

LEGEND



PARCELS TO BE ANNEXED
LOT LINES
PARCELS / SUBDIVISION BOUNDARY
PROPOSED DISTRICT BOUNDARY
WATER WELL LOCATIONS

The following page(s) contain the backup material for Agenda Item: [10:20 Vacation of Orlando Drive Viewers Report](#)

Viewers Report
for
The Vacation of
Orlando Drive
Campbell County, Wyoming

November 2021

**BEFORE THE BOARD OF COMMISSIONERS
IN AND FOR CAMPBELL COUNTY, WYOMING**

In the matter of the Petition to Vacate Orlando Drive, initiated by the Board of Commissioners on September 8, 2021, and located in Section 34 of Township 49 North, Range 73 West, in the 6th principal Meridian, County of Campbell, State of Wyoming. The official plat for Country Living Acres was filed for record June 1, 1976 in Book 2 of Plats, page 25, of the records of Campbell County, State of Wyoming.

The Country Living Acres Improvement and Service District (CLAISD) proposes to vacate Orlando Drive which runs approximately ½ mile along the west side of their subdivision.

REPORT OF THE VIEWER

I, Kevin Geis, was appointed by the Campbell County Commissioners on September 8, 2021, to view the Vacation of Orlando Drive (a Subdivision Road), the entire road from its intersection with Colt Drive on the south to its termination at the Wyoming Department of Transportation's (WYDOT) Wyoming Highway 50 right of way on the north. This report has been prepared to fulfill the duties under Wyoming Statute §24-3-101 through 24-3-106.

The Country Living Acres Subdivision is an 18 lot subdivision with a dedicated recreation area. There are currently residences or improvements on 17 of the 18 lots. The CLAISD maintains Hereford Drive, the main centralized access to the subdivision. Browning, Colt and Orlando Drives do not receive maintenance as they only receive limited adjacent landowner traffic. Due to the limited amount of CLAISD members and the high cost of road maintenance, the CLAISD wants to vacate Orlando Drive and utilize material from it to help improve Hereford Drive and help stretch the funds the district collects.

The viewer visited the site on Sunday September 12, 2021. I met with Mr. Bob Jordan, member of the CLAISD, who showed me Orlando Drive and its current condition and the connecting roads, Browning Drive and Colt Drive. Orlando Drive is a built up roadway that has scoria aggregate surfacing that has over time been overgrown with grass due to lack of vehicle traffic. The north end of the roadway is fenced across at the highway right of way and at the Browning Drive intersection and this section has been used for grazing of horses and is completely overgrown. The section of roadway between Colt and Browning Drives is overgrown with a single pathway exposed along the center of the roadway where adjacent landowners have been traveling to access the backsides of their property.

The road template to the north ends at the WYDOT Highway 50 right of way fence. There is no approach connecting Orlando Drive to Wyoming Highway 50 and there is approximately a 12 to 15 foot grade separation from the toe of the slope to the Highway 50 pavement surface. When WYDOT reconstructed this section of Wyoming Highway 50 in 1998, they raised the grade of their highway and did not construct an approach or extend Orlando Drive to connect to the highway. The plat shows Orlando Drive running straight north and south and connecting to the highway at an angle. The actual constructed roadway template has a curve in it near the north end and it turns to the west such that it would connect perpendicular to the highway.

In visiting with Mr. Josh Jundt (Resident Engineer, WYDOT), he was a project engineer on the reconstruction project and there was not anything set up in the project plans to connect Orlando Drive to Wyoming Highway 50. Orlando Drive was not an active road and there wasn't an existing approach on to the highway so improving Orlando Drive by building up the road grade, and connecting to the highway did not occur.

Orlando Drive is a roadway and utility easement. There are currently not any utilities contained in the Orlando Drive template. Utilities for the subdivision run along the centralized roadway Hereford Drive.

Orlando Drive is bordered to the west by the A Bar Bar Ranch, WYDOT to the north, and on the east and south by subdivision landowners. The subdivision landowners are: Dustin and Brenda Cargal, Steve and Debbie Wuensch, Mike and Tracy Morgan, Tim and Terra Norton and Bob and Rita Jordan.

On Thursday September 23, 2021, I spoke with Mr. Dustin Cargal of 4 Hereford Drive by telephone. Mr. Cargal expressed that he did not have any problems with the road vacation. He is in favor of it going away and the road template being removed, which would get rid of a culvert that has been serving as a skunk sanctuary. His concern with the road not going away is that if it was ever attempted to connect to the highway, how his property would be affected by the fill and construction that would be done.

On Thursday September 23, 2021, I spoke with Mrs. Debbie Wuensch of 18 Hereford Drive by telephone. Mrs. Wuensch did not express any concerns with the road being vacated and is very much in favor of the vacation. Her husband Steve is also in favor of the road vacation. Her concern with it remaining is the potential for higher road costs when they don't have enough money to pay to maintain the road they do use (Hereford Drive).

On Thursday September 23, 2021, I spoke with Mr. Mike Morgan of 22 Hereford Drive by telephone. Mr. Morgan expressed that he did not have any problems with the road vacation. Like Mrs. Wuensch, he is concerned about higher future road costs and their ability to assess themselves higher taxes to maintain the roads.

On Thursday September 23, 2021, I spoke with Mr. Tim Norton of 42 Hereford Drive by telephone. Mr. Norton expressed that he did not have any concerns with the road vacation and thought it was a good thing to do. He indicated that the roadway in question was something extra that they didn't need.

On Monday September 27, 2021, I spoke with Mr. Mike Galloway of the A Bar Bar Ranch by telephone. Mr. Galloway expressed that he did not have any concerns with the road vacation. He indicated that it had never been used, didn't have any highway access, and didn't have anything to do with him.

On multiple occasions since I was appointed viewer, I have had correspondence and conversations with the County Planning Department (Mr. Sam Proffer, County Planner), County Attorney's office (Mr. Sean Brown, Deputy County Attorney), and the Commissioners office (Ms. Carol Seeger, Commissioners Administrative Director) regarding statutes and regulations regarding road vacation. The recommendations contained at the end of the report represent my understanding of these regulations.

Photos were taken at various locations to document the existing conditions of Orlando Drive and connecting roadways Browning Drive and Colt Drive and are shown in Figure 1. See Figure 2 for an exhibit showing the existing plat and roadway layout. Figure 3 contains current ownership.

Figure 1



Photo #1 – Orlando Drive

Looking North from the Colt Drive intersection



Photo #2 – Orlando Drive

Looking north – approximately mid-way between Colt and Browning Drives,
Wyoming Highway 50 in the background.



Photo #3 – Orlando Drive

North section – looking north. Wyoming Highway 50 road grade with traffic in the background.



Photo #4 – Orlando Drive

Looking south – approximately half way between Browning and Colt Drives.



Photo #5 – Orlando Drive

Looking south from Wyoming Highway 50



Photo #6 – Orlando Drive

Looking south/southeast from Wyoming Highway 50. Orlando Drive roadway template ends at the ROW fence in the foreground.



Photo #7 – Orlando Drive

Orlando Drive west boundary fence with adjacent land looking to the west.

Figure 2 - Country Living Acres Plat

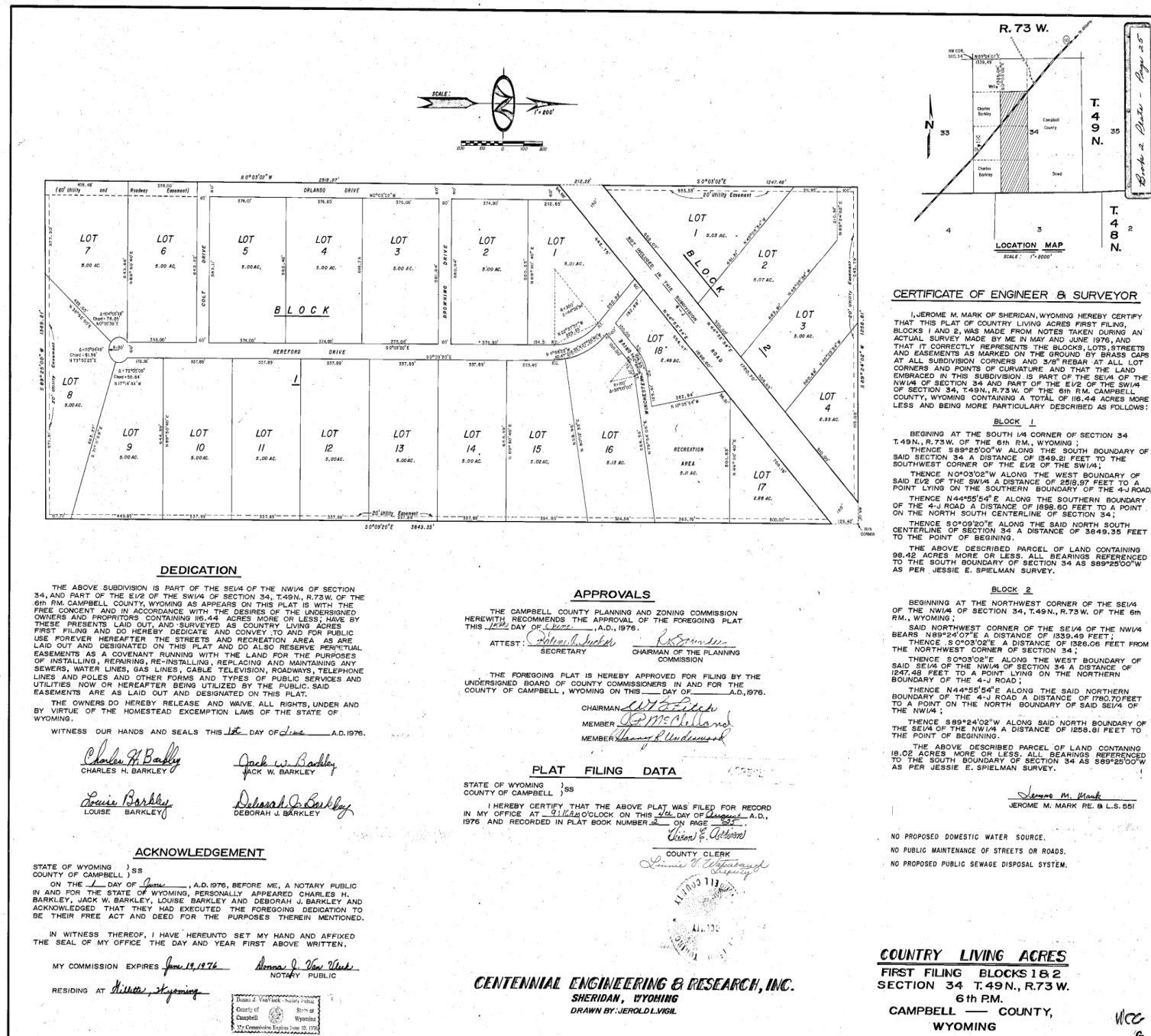
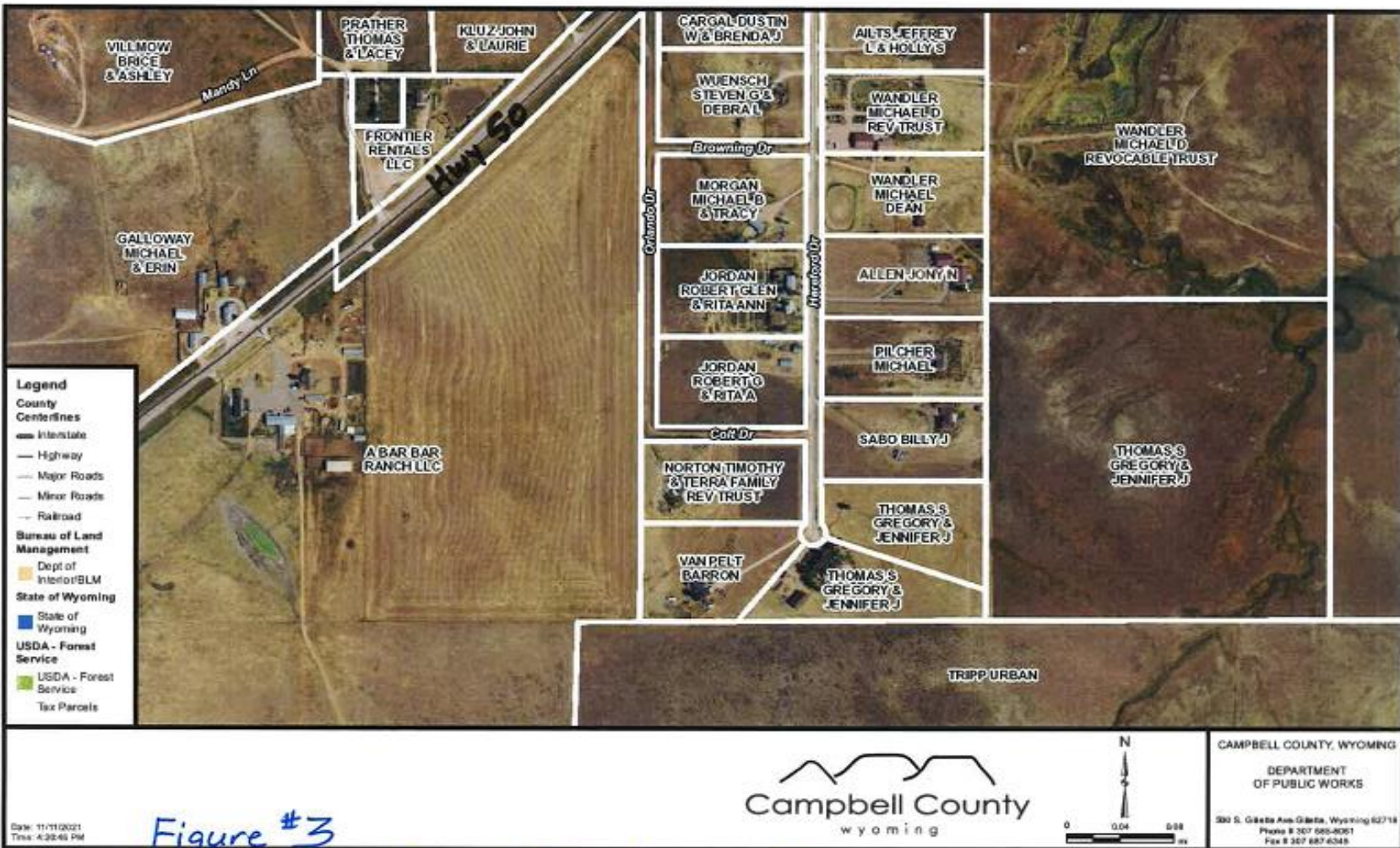


Figure 3 – Country Living Acres Ownership



Public and Private Convenience

Roads in the Country Living Acres subdivision were constructed soon after the plat was approved approximately 45 years ago. Since that time only Hereford Drive has been utilized as an everyday roadway for residents to access their homes and land. Orlando Drive has been in place but has never been used as a continuous/regular use roadway, not seeing much more than the occasional landowner accessing the backside of their property or to get to some grazing horses. An access to Wyoming Highway 50 was granted by WYDOT in 1976, but was not constructed. WYDOT would currently not allow an access to Highway 50 at Orlando Drive's location.

Adjoining property to the west of the CLAISD currently has Wyoming Highway 50 right of way access and adjoining property to the south has Bell Road (county road) access.

Fire code requires a second access when there are more than 30 single family homes. CLIASD has 18 lots, so it meets the single access criteria. Based on all of this information, the viewer sees no particular public or private inconvenience with vacating this roadway.

Expense of Proposed Vacation

As viewer of this proposed road vacation I am not aware of any costs associated with this requested vacation.

Viewer's Recommendation

- Orlando Drive from the Wyoming Highway 50 right-of-way extending south to its termination at the northwest corner of Lot 6 (Colt Drive intersection) be vacated and that a 20 foot utility easement be maintained along the west boundary.
- As Orlando Drive and its dedication were all contained within the plat of the Country Living Acres subdivision, it is my understanding of the law that the vacated portions of Orlando Drive would go proportionately to the present adjacent lot owners within the subdivision.
- The 60 foot roadway easement that extends across the west side of Lot 6 and Lot 7 should also be vacated and the utility easement should be reduced to a 20 foot utility easement along the west boundary. Maintaining this utility easement would be consistent with subdivision regulations.
- The Campbell County Commission should require that all costs associated with Orlando Drive vacation be paid by CLAISD.
- If the Commissioners agree with these recommendations, the viewer finds that the proposed vacation of Orlando Drive would be acceptable and recommend the Campbell County Commissioners move forward with the public comments.

Dated this 30th day of November 2021.


Kevin F. Geis

**NOTICE OF PROPOSED ROAD VACATION
ORLANDO DRIVE**

TO ALL WHOM IT MAY CONCERN: The Board of Campbell County Commissioners has decided to vacate a road commonly referred to as "Orlando Drive" commencing at its intersection with Colt Drive extending south to its termination at Wyoming State Highway 50 as set out in the plat of the Country Living Acres subdivision recorded in Book 2 of Plats, Page 25 of the records of the Campbell County Clerk in Campbell County, Wyoming, being more particularly described as follows:

A strip of land approximately 60 feet in width located in Section 34 of Township 49 North, Range 73 West, of the 6th P.M., Campbell County, Wyoming, as recorded in Book 2 of Plats, Page 25 of the records of the Campbell County Clerk which is known as Orlando Drive right-of-way beginning at the intersection with Colt Drive heading in a southerly direction to Wyoming State Highway 50 of the Country Living Acres subdivision.

All objections thereto or claims for damages by reason thereof must be filed in writing in the Office of the Campbell County Clerk, Campbell County Courthouse, 500 S. Gillette Avenue, Ste. 1600, Gillette, Wyoming, 82716, before noon on the 10th day of January, 2022 or such road may be vacated without reference to such objections or claims for damages.

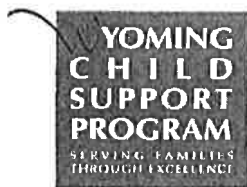
Dated: _____

Susan Saunders
Campbell County Clerk

Publish: (two successive weeks)
December 14, 2021
December 21, 2021

Posted:
Campbell County Website

The following page(s) contain the backup material for Agenda Item: [10:30 Board Appointment, Child Support Authority](#)



WYOMING DEPARTMENT *of*
Family Services

501 Running W Drive
Gillette, WY 82718
Tel: 307.687.1501
Fax: 307.687.1739
<https://childsupport.wyo.gov>

November 29, 2021

Campbell County Commissioners
500 South Gillette Avenue, Ste. 1100
Gillette, WY 82716

Re: Child Support Authority Board Membership Vacancy

Dear Madam Chair:

The Sixth Judicial District Child Support Authority Board of Directors requests that the Campbell County Commissioners appoint an individual to fill a vacancy created on our Board through a resignation.

Ms. Jeani Stone submitted her letter of resignation from the Board; effective September 17, 2021. We ask the commissioners to appoint a new Campbell County member to complete Ms. Stone's term, which would end June 30, 2022. It has come to our attention that Ms. Corinne A. Miller, with the Campbell County Attorneys office, would be interested in being appointed to fill this position.

Please let me know if you need anything more from me, and thank you for your attention to this matter.

Sincerely,


Amber Rathai
Director



The following page(s) contain the backup material for Agenda Item: [10:35 County Commissioners Regular Meeting Schedule 2022](#)

COUNTY COMMISSIONERS REGULAR MEETING SCHEDULE

RESOLUTION NO. 3000

BE IT RESOLVED by the Board of County Commissioners, Campbell County, Wyoming that commencing in January 2022, the County Commissioners of Campbell County shall hold regular meetings for the transaction of County business on the first and third Tuesday of each month beginning at 9:00 a.m. in the Commission Chambers, 500 S. Gillette Avenue, Gillette, Wyoming, with the following exceptions:

Wednesday, January 6, 2022	for	Tuesday, January 5, 2022
Wednesday, July 6, 2022	for	Tuesday, July 5, 2022
Wednesday, September 7, 2022	for	Tuesday, September 6, 2022

and shall continue until further resolution of the Board of County Commissioners of Campbell County;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2022, the County Commissioners of Campbell County shall hold Director Workshops for the purpose of staff discussion and direction on the Monday prior to each regular meeting whenever possible, and shall continue until further resolution of the Board of County Commissioners of Campbell County commencing at 1:30 p.m. in the Commission Chambers as set out in the attached schedule;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2022, the County Commissioners of Campbell County shall hold Elected Officials Luncheons for the purpose of discussion and direction on the Monday prior to the first regular meeting whenever possible commencing at 12:00 p.m. in the Commission Chambers and shall continue until further resolution of the Board of County Commissioners of Campbell County as set out in the attached schedule;

IT IS FURTHER RESOLVED by the Board of County Commissioners, Campbell County, Wyoming, that commencing in January 2022, the County Commissioners of Campbell County shall hold joint meetings with its appointed boards and joint powers boards on the dates and times established in the attached schedule and shall continue until further resolution of the Board of County Commissioners of Campbell County;

NOW, THEREFORE, BE IT RESOLVED that this resolution shall be appropriately published in a newspaper of general circulation in Campbell County, Wyoming so that all persons desiring to be advised of the transaction of public business before the Board of County Commissioners of Campbell County are hereby notified of the regular business meeting schedule hereby adopted by the County Commissioners of Campbell County, pursuant to W.S. 18-3-502.

RESOLVED this 7th day of December 2021

**BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING**

Robert L. Maul, Chairman

Rusty Bell

D.G. Reardon

Del Shelstad

Colleen Faber

ATTEST: _____
Susan F. Saunders, County Clerk

2022 Commissioner Meeting Schedules

Elected Officials Luncheons Noon - Chambers	Directors Meetings 1:30 PM - Chambers	Managers Meetings 1:30 PM - Cottonwood Room	Commissioner Meetings (1st & 3rd Tuesday)	Approved Holidays Courthouse Closed
January 4, 2022	January 4, 2022	January 18, 2022*	January 5, 2022 January 18, 2022	New Years Day (Observed) - January 3 Equality Day - January 17
January 31, 2022	January 31, 2022 February 14, 2022		February 1, 2022 February 15, 2022	Presidents Day - February 21
February 28, 2022	February 28, 2022 March 14, 2022		March 1, 2022 March 15, 2022	
April 4, 2022	April 4, 2022	April 18, 2022	April 5, 2022 April 19, 2022	
May 2, 2022	May 2, 2022 May 16, 2022		May 3, 2022 May 18, 2022	Memorial Day - May 30
June 6, 2022	June 6, 2022 June 20, 2022		June 7, 2022 June 21, 2022	
July 5, 2022*	July 5, 2022*	July 18, 2022	July 6, 2022* July 19, 2022	Independence Day - July 4
August 1, 2022	August 1, 2022 August 15, 2022		August 2, 2022 August 16, 2022	
September 6, 2022*	September 6, 2022* September 19, 2022		September 7, 2022* September 20, 2022	Labor Day - September 5
October 3, 2022	October 3, 2022	October 17, 2022	October 4, 2022 October 18, 2022	Columbus Day - October 10
October 31, 2022	October 31, 2022 November 14, 2022		November 1, 2022 November 15, 2022	Veterans Day - November 11 Thanksgiving Day - November 24 Employee Appreciation Day - November 25
December 5, 2022	December 5, 2022 December 19, 2022		December 6, 2022 December 20, 2022	Christmas Day (Observed) - December 26 New Years Day (Observed) - January 2, 2023

*Moved due to a holiday

2022 COUNTY BOARD QUARTERLY MEETINGS

BOARD	DATES	LOCATION/TIME
AIRPORT	January 19, 2022	3rd Wednesday of Month
	April 20, 2022	4:00 PM
	July 20, 2022	<i>Airport - Fulkerson Airport Operations Facility</i>
	October 19, 2022	
CC-CDS	March 30, 2022	Last Wednesday of Month
	August 31, 2022	6:00 PM
		<i>CDS - Board Room</i>
FAIR	April 19, 2022	3rd Tuesday of Month
	August 16, 2022	6:00 PM
		<i>CAM-PLEX - Energy Hall Registration Room</i>
FIRE	January 26, 2022	4th Wednesday of Month
	April 27, 2022	5:30 PM
	July 27, 2022	<i>Courthouse - Commissioners Chambers</i>
	October 26, 2022	
LIBRARY	March 28, 2022	4th Monday of Month
	June 27, 2022	4:00 PM
	September 26, 2022	<i>Public Library</i>
	December 19, 2022	
LODGING TAX	March 17, 2022	3rd Thursday of Month
	June 16, 2022	3:00 PM
	September 15, 2022	<i>CAM-PLEX - Energy Hall Registration Room</i>
	December 15, 2022	
MUSEUM	March 15, 2022	3rd Tuesday of Month
	June 21, 2022	6:00 PM
	September 20, 2022	<i>Rockpile Museum</i>
PARKS & REC	February 28, 2022	4th Monday of Month
	May 23, 2022	4:00 PM
	August 22, 2022	<i>Parks & Recreation Board Room</i>
	November 28, 2022	
PUBLIC HEALTH	March 17, 2022	3rd Thursday of Month
	September 15, 2022	7:00 PM
		<i>Public Health Board Room</i>
PUBLIC LAND	March 10, 2022	2nd Thursday of the Month
	June 9, 2022	6:00 PM
	September 8, 2022	<i>CAM-PLEX - Energy Hall Registration Room</i>
	December 8, 2022	
SENIOR CENTER	March 30, 2022	Last Wednesday of Month - Noon Luncheon <i>Senior Center</i>
	August 31, 2022	Last Wednesday of Month - Noon Luncheon <i>Commissioners Chambers</i>

The following page(s) contain the backup material for Agenda Item: [10:40 Courthouse & Annex Remodel Project Services Agreement](#)

MEMORANDUM

TO: Board of Commissioners

FROM: Clark Melinkovich, Public Works

DATE: Dec 7, 2021

SUBJECT: Courthouse and Annex Remodel Project

The process to construct a 4th district courtroom and relocate some departments from the courthouse to the Annex (Cloud Peak) building began 2 years ago. It concluded with a presentation to the Board in February of 2020 with schematic level design showing the proposed remodeled spaces in the Courthouse and the Annex building. The project was halted at that time.

Public Works was recently given direction to restart this process. Schutz Foss Architects was the firm that performed the preliminary design and presented the finding to the Board last year. Our office has worked with this firm to develop a scope of work for the project that includes design and construction administration services. The first phase of the project would be to remodel the main level of the Annex to create office space for entities within the courthouse that are impacted by the new construction. The second phase would remodel on the second floor of the courthouse to create a new district courtroom.

Construction timelines are assumed to be March- June 2022 for the Annex phase and June – December 2022 for the Courthouse phase. There are still many variables and unknowns including coordination with state agencies, availability of materials, and the local labor markets. Due to these reasons the construction schedule is only a rough estimate at this point.

Public Works recommends the Board approve the professional services agreement with Schutz Foss Architects for the Courthouse and Annex remodel project in the amount of \$372,220.

PROFESSIONAL SERVICES AGREEMENT BETWEEN
CAMPBELL COUNTY AND SCHUTZ FOSS ARCHITECTS

Parties

Campbell County Board of Commissioners
500 South Gillette Ave, Gillette, WY 82716
Telephone (307) 685-8061
hereinafter referenced as “Owner”

Consultant

Name Schutz Foss Architects, P.C.
Address 107 East First Street, Gillette WY 82716
Telephone 685-0209
hereinafter referenced as “Consultant”

Project Name: Courthouse and Annex Remodel

Location: Courthouse 500 South Gillette Ave, Annex 505 South Gillette Ave

Brief description: Design, Bidding and Construction phase services for the Courthouse Second Floor Courtroom Remodel and Annex First floor including Mechanical, Plumbing, Electrical Engineering, Low-Voltage Design, Architectural services and Civil Engineering

This document is an Agreement entered into by and between Campbell County, “Owner” and Schutz Foss Architects, “Consultant” for the Courthouse and Annex Remodel Project.

Scope of Services.

The Scope of Services shall be as described in Exhibit A and is incorporated into this agreement by reference herein.

Term.

This Agreement is effective when all parties have executed it and all required approvals have been granted. The term of this Agreement is determined by the Project Timeline provided in Exhibit B.

Project Timeline.

The timeline for services to be provided shall be as described in Exhibit B and is incorporated into this agreement by reference herein.

Definitions.

- a. Agreement - This written contract for professional services between Owner and Consultant, including all Exhibits and any duly executed amendments.
- b. Consultant - The professional firm hired by the Owner to perform services on the project. Includes Consultant's officers, directors, members, partners, agents, employees, and any subconsultants providing services on the Project.
- c. Contractor - The entity or individual hired by the Owner to complete the work on the Project. This includes subcontractors and sub-subcontractors.
- d. Owner - Campbell County, whose authorized representatives may be identified in the Authorized Representatives section of this Agreement.
- e. Project - The total undertaking to be accomplished for Owner by consultants, contractors, and others, including, but not limited to, planning, study, design, construction, testing, commissioning, and start-up, and of which the services to be performed or furnished by Consultant under this Agreement are a part of.
- f. Project Documents - Project documents include all reports, drawings, specifications, electronic media, computer models, or other items prepared or furnished by Consultant and provided to Owner pursuant to this Agreement.

Compensation.

Owner shall compensate the Consultant as follows:

Annex lump sum fee: \$69,400

Courthouse lump sum fee: \$278,320

Estimated reimbursable expenses for the out-of-town subconsultants for Annex and Courthouse portions of the project (cost plus 10%): \$24,500

Payment.

Payment shall be made according the current Campbell County Accounts Payable Schedule provided in Exhibit C.

Availability of Funds

Each payment obligation of Owner is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services performed by Consultant, the Agreement may be terminated by Owner at the end of the period for which the funds are available. Owner shall notify Consultant in a timely manner of the services which will or may be affected by a shortage of funds. No penalty shall accrue to Owner in the event this provision is exercised, and Campbell County shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision shall not be construed to permit Owner to terminate this Agreement to acquire similar services from another party.

Authorized Representatives.

The following are authorized representatives, who may act on behalf of their respective entities.

CAMPBELL COUNTY

Owner Authorized Representative: Matt Olsen, P.E. Public Works Director
Telephone 685-8061
Email matthew.olsen@campbellcountywy.gov

Owner Authorized Representative: Clark Melinkovich, P.E., Public Works Senior Engineer
Telephone 685-8061
Email clark.melinkovich@campbellcountywy.gov

CONSULTANT

Consultant Authorized Representative: Kyle Gillette, Project Manager
Address 107 East First Street, Gillette WY 82716
Telephone 680-8808
Email kyle@schutzfoss.com

Owner's Responsibilities.

- a. Owner shall inform Consultant of the policies, procedures, design objectives, and requirements for the Project including, but not limited to, schedule, constraints, and criteria.
- b. Owner shall establish a budget for the project that includes, but is not limited to, funds for the cost of the work, Consultants fees, Owner's other costs, and a reasonable contingency related to the costs. Owner shall notify Consultant of any significant changes to the budget.
- c. Owner shall assign a representative to the Project and authorize this person to act on the Owner's behalf with respect to the Project. Such person(s) may be identified in the Authorized Representatives section of this Agreement.
- d. Owner may furnish any necessary services that are not identified as the Consultant's responsibility, per the scope of services detailed in Exhibit A, through their own forces or by hiring others to assist. When hiring others, Owner shall advise Consultant of the identity and scope of services of any independent consultants employed by Owner to perform or furnish services concerning the Project and Owner shall assist in the coordination of these services with those of the Consultant.
- e. Owner shall make provisions for the Consultant to safely and properly access the Project site as required to perform services under this Agreement.
- f. Owner shall answer questions and provide information in a reasonably timely manner when requested by the Consultant.
- g. Owner shall give feedback and approve or disapprove of Consultant's services or work products in a reasonably timely manner.
- h. Owner shall provide, at its discretion, data and information in its possession for Consultant to provide its services. Consultant may rely on such information as fully accurate unless otherwise disclosed.

Compliance with Laws, Regulations, Policies, Procedures.

- a. Consultant shall comply with all applicable laws and regulations.
- b. All design work shall be overseen by professional engineers licensed with the Wyoming State Board of Engineers and Surveyors and by architects licensed with the Wyoming State Board of Architects and Landscape Architects. All survey work shall be overseen by surveyors licensed with the Wyoming State Board of Engineers and Surveyors.
- c. Consultant shall comply with the policies, procedures, and instructions of Owner that are applicable to Consultants performance of services under this Agreement and that Owner provides to Consultant in writing.

Insurance.

- a. Consultant shall procure and maintain at its expense insurance policies that meet the following:
 - i. Commercial General Liability: 1,000,000 per occurrence, 2,000,000 aggregate
 - ii. Commercial Auto Liability: 1,000,000 per accident
 - iii. Provide Certificate of Good Standing with Wyoming Workers Compensation and Unemployment
 - iv. Professional Liability Insurance: 1,000,000 per claim, 2,000,000 aggregate
- b. Consultant shall name Owner as additional insured on the Commercial General Liability and Commercial Auto Liability policies and shall provide waiver of subrogation.
- c. Owner shall require Contractor doing construction work to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Owner's and Consultant's interests in the Project. Consultant shall be listed as additional insured with respect to such liability insurance purchased and maintained by Contractor for the Project. Owner shall give Consultant access to any certificates of insurance and copies of endorsements and policies obtained by Owner from Contractor. The burden of request and verification of this insurance shall be on the Consultant.

Standard of Performance.

The standard of care for all professional engineering, architecture, consulting and related services performed or furnished by Consultant and its employees under this Agreement will be the care and skill ordinarily used by members of Consultant's profession practicing under the same or similar circumstances at the same time and in the same locality.

Consultant's cost estimates are to be made on the basis of their experience, qualifications, and general familiarity with the construction industry. However, because Consultant has no control over the cost of labor and materials, the Contractors' methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that actual construction costs will not significantly differ from Consultant's cost estimates.

Hazardous Materials.

Owner represents that to the best of its knowledge it has disclosed to Consultant the existence of any known hazardous materials located at or near the project site. It is acknowledged by both parties that Consultant's scope of services does not include services related in any way to hazardous materials. In the event Consultant or any other party encounters undisclosed

hazardous materials, Consultant shall notify Owner and Consultant may, at its option and without liability for delay, consequential or any other damages to Owner, suspend performance of services on that portion of the project affected by hazardous materials until Owner: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations.

Consultant Liability.

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability of Consultant to Owner and anyone claiming by, through, or under Owner for any and all claims, losses, costs, or damages arising out of, resulting from, or otherwise related to the Project or this Agreement from any cause, including but not limited to negligence, professional errors/omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, shall be limited to the greatest of the following three (3) values:

1. The total insurance proceeds paid on behalf of or to Consultant by the Consultant's insurers in settlement or satisfaction of Owner's claims, under the terms and conditions of Consultant's applicable insurance policies, as required under the Insurance section of this Agreement. The total insurance proceeds paid are calculated after the Consultant has made payment for all or the applicable portion of any deductibles. The value of insurance proceeds shall not be reduced, increased, or adjusted on account of legal fees paid, or costs and expenses of investigation, claims adjustment, defense, or appeal, or;
2. The amount of the Consultant's fee for the Project, or;
3. \$50,000.

Contractor Liability.

Consultant's observation or monitoring of portions of the work shall not relieve the Contractor from its responsibility to inspect and otherwise perform the work in accordance with applicable contract documents. Consultant does not guarantee the performance of any contractor, does not assume any responsibility for a failure of contractor performance, and is not responsible for the acts or omissions of the Contractor or other parties on the Project. Consultant shall not supervise, control, or have charge of construction means, methods, sequences, or for safety or security programs or precautions connected with the Project that are outside of the terms of this Agreement.

Independent Contractor.

Consultant and Consultant's officers, directors, members, partners, agents, employees, and any subconsultants providing services on the Project shall function as independent contractors for the purposes of this Agreement and shall not be considered employees of Campbell County for any purpose. Consultant shall assume sole responsibility for any debts or liabilities that may be incurred by Consultant and/or Consultant's officers, directors, members, partners, agents, employees, and any subconsultants in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing Consultant or its Consultant's officers, directors, members, partners, agents, employees, and any subconsultants to

act as an agent or representative for or on behalf of Campbell County or to incur any obligation of any kind on the behalf of Campbell County. Consultant agrees that no health/hospitalization benefits, workers' compensation, and/or similar benefits available to Campbell County employees will inure to the benefit of Consultant or its Consultant's officers, directors, members, partners, agents, employees, and any subconsultants agents as a result of this Agreement.

Governmental Immunity.

Campbell County does not waive governmental immunity by entering into this Agreement and specifically retains all immunities and defenses available pursuant to Wyoming Statutes §§ 1-39-101 through 1-39-121 and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as a waiver of governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to governmental immunity shall be construed in favor of governmental immunity.

Third Party Beneficiary.

The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

Indemnity

Consultant agrees to indemnify, defend, and hold harmless Owner and their officers, agents, employees, successors, or assignees, from any and all claims, lawsuits, losses, personal injury or property damage, and liability arising out of Consultant's failure to perform any of its duties and obligations hereunder or in connection with the negligent performance of its duties or obligations, including, but not limited to, any claims, lawsuits, losses, or liability arising out of Consultant's actions.

Assignment of Agreement.

Owner and Consultant, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither Owner nor Consultant will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other.

Ownership and Use of Project Documents.

Consultant warrants and represents to be the author and creator of all Project Documents prepared or furnished by Consultant to Owner pursuant to and in fulfillment of this Agreement.

Consultant grants to Owner a nonexclusive license to use Project Documents for the purposes of constructing, using, maintaining, altering, and/or adding to the intended original Project. Said license grants to Owner the right to use and reproduce Project documents for the purpose of Project completion, alteration, maintenance, or other similar acts. Said license also permits the Owner to authorize contractors, subcontractors, suppliers, Owner's consultants, separate contractors, and other similar individuals, to use and reproduce the Project Documents for performing services or construction on the Project. Consultant agrees to continue or make any necessary arrangements to continue the nonexclusive license for Owner to use Project Documents, as described in this Agreement, if a patent or copyright of the Project Documents is obtained.

Consultant shall provide Owner electronic copies of all Project documents in Microsoft Word and AutoCAD format at each stage of progress of design, contingent only upon payment for the design up to that stage. If either party terminates this Agreement, Owner may expand upon or complete the Consultant's current design with Owner's own forces or with that of another consultant. Owner understands that there are risks associated with using or expanding upon the Consultant's partially complete designs, including risks related to structural or geotechnical engineering.

Any reuse of Project documents without written verification or adaptation by Consultant for the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to Consultant, and Owner shall indemnify and hold harmless Consultant from all claims and damages arising or resulting therefrom.

Changes to Agreement.

In any event, as the Project progresses, the facts developed may dictate a change in the services to be performed, which may alter the Scope of Services as defined in Exhibit A and/or the Project Timeline in Exhibit B. Consultant shall promptly inform Owner if such situations arise and whether changes, by way of example and not limited to, in the Scope of Services, including the addition or suspension of services, adjustments to the time of performance, and/or compensation are required. If such change results in an increase or decrease in the cost or time, required for performance of the services, an equitable adjustment may be made, and this Agreement shall be modified in writing; requiring approval and signature of the authorized representatives of both parties.

Suspension by Owner.

Owner may suspend Consultant's services for up to ninety (90) days upon seven (7) days written notice to Consultant.

Termination of Agreement.

Owner may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the Consultant. In the event of premature termination of the Project by the Owner and through

no fault of the Consultant, the Consultant shall be entitled to receive full payment for all services performed or furnished in accordance with this Agreement through the effective date of termination. Upon making such payment, Owner shall have the limited right to the use of Documents, at Owner's sole risk, subject to the provisions of the Ownership and Use of Project Documents section of this Agreement.

Consultant may terminate the Agreement upon not less than fifteen (15) days written notice to the Owner should the Owner fail substantially to perform in accordance with the terms of this Agreement, through no fault of the Consultant.

Force Majeure.

Consultant shall not be liable for delays, nor shall be considered in breach of this Agreement, due to failure to perform its obligations under this Agreement as a result of an event or circumstances not within the reasonable control of Consultant; including any acts of God, strikes, unavailability of labor or supplies, war, riot, civil commotion, acts of civil or military authority, terrorist act, malicious damage, epidemics, pandemics, quarantines, fire, flood, storm or natural disaster, or disruption or outage of communications, power or other utility. Consultant shall not be liable for delays due to failure of the Owner to comply with its obligations per the Agreement.

Disputes.

Claims, disputes, or other matters in question between the parties to this Agreement shall initially attempt to be resolved through good faith efforts. If resolution through good faith efforts by the parties does not arise within thirty (30) days, either party may pursue any legal remedies available.

Severability/Waiver.

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

Jurisdiction/Venue.

The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties, and the venue shall be the Sixth Judicial District, Campbell County, Wyoming. The parties intend and agree that Campbell County does not waive governmental immunity by entering into this Agreement and specifically retains governmental immunity and all defenses available pursuant to Wyoming Statutes §§ 1-39-101 through 1-39-121 and all other applicable law.

Entire Agreement.

This document referenced exhibits and any duly executed amendments represent the entire and integrated agreement between Owner and Contractor and may be amended only by a written instrument; signed by the authorized representatives of both parties.

Signatures.

The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

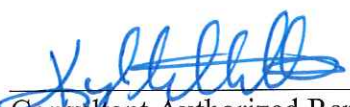
The effective date of this Agreement is the date of the signature last affixed to this page.

CAMPBELL COUNTY

Owner's Authorized Representative
Robert L Maul
Chairman, Campbell County Board of Commissioners

Date

CONSULTANT



Consultant Authorized Representative
Name **KYLE L. GILLETTE**
Title **PROJECT MGR.**

11/30/21

Date



SCHUTZ FOSS ARCHITECTS, P.C.

107 East First Street Gillette, WY 82716 PH: 307-685-0209 FAX: 307-685-0212

November 29, 2021

Campbell Co. Public Works
500 S. Gillette Ave., Suite 1400
Gillette, WY 82716

Attn: Clark Melinkovich, PE

Re: Courthouse + Annex Remodels

Dear Clark,

Schutz Foss Architects, PC is pleased to present this proposal for professional services related to remodels of the Courthouse and Annex for Campbell County.

The following is our proposed Scope of Services and fee assumptions and limitations for the Design, Bidding and Construction phase services for the Courthouse Second Floor Courtroom Remodel and Annex First floor including Mechanical, Plumbing, Electrical Engineering, Low-Voltage Design, Architectural services and Civil Engineering.

Scope of Services and Fee Assumptions/Limitations

ANNEX:

- Work generally includes remodel of all four wings of the first floor to accommodate the following office functions: Public Defender, Adult Treatment and Guardian Ad-litem. A re-design of expanded Public Defender space is required, displacing to Guardian Ad-litem to the south wing and eliminating the future large conference rooms once envisioned.
- Electrical and IT will be incidental to the construction, adding devices and support as needed. Head-end/rack equipment should be selected and provided by the County.
- Mechanical will include replacement of the boilers and controls as required, replacement of a single RTU, incidental remodel work/distribution and water softener system.
- Civil engineering will include the Gillette Ave. Crosswalk and drainage along the building on the south, between the building and sidewalk/ramps.
- Drawings will be produced by SFA and consultants in AutoCAD.

Exclusions:

- Structural Engineering is not included at this time. Should structural be required at a later time, scope and fees can be negotiated by amendment to the Agreement.

Fee Breakdown:

Based on our understanding of the required scope of services as outlined above, the following is an outline of our proposed fees for the Annex:

Schematic Design (SD)	\$ 9,000.00	
Design Development (DD)	\$18,400.00	
Construction Documents (CD)	\$22,000.00	
Bidding (B)	\$ 5,100.00	
Contract Administration (CA)	\$14,900.00	
Total Lump Sum Fee		\$69,400.00

COURTHOUSE:

- Work generally includes remodel of approximately 11,000sf of second floor space based on the concepts produced in Feb. 2020. The program will include a new District Courtroom, Circuit Courtroom, support spaces, circulation, systems, etc.
- Also included is a partial remodel of Juvenile Probation in the basement of the Courthouse of approximately 2,000sf.
- Electrical, IT and Security will be incidental to the construction, adding devices and support as needed. Head-end/rack equipment should be selected and provided by the County.
- Mechanical will include replacement of controls as required; incidental remodel work will include air handling, restrooms, etc.
- Drawings will be produced by SFA and consultants in AutoCAD.

Exclusions:

- Structural Engineering and Civil Engineering are not included at this time. Should either of these disciplines be required at a later time, scope and fees can be negotiated by amendment to the Agreement.

Fee Breakdown:

Based on our understanding of the required scope of services as outlined above, the following is an outline of our proposed fees for the Courthouse:

Schematic Design (SD)	\$ 35,650.00	
Design Development (DD)	\$ 66,360.00	
Construction Documents (CD)	\$100,720.00	
Bidding (B)	\$ 7,140.00	
Contract Administration (CA)	\$ 47,450.00	
Total Lump Sum Fee		\$278,320.00

Reimbursables will be handled at cost plus 10% and generally related to travel costs for our electrical and security consultants.

Please let me know of any questions or concerns.

Sincerely
Schutz Foss Architects, P.C.



Kyle L. Gillette
Project Manager

EXHIBIT B

PROJECT TIMELINE

Annex:

December 2021 Design Development complete
January 2022 Construction Documents complete
February 2022 Pre-bid/bid Opening
March 2022 Begin Construction

Courthouse:

December 2021 Schematic Design complete
February 2022 Design Development complete
April 2022 Construction Documents complete
May 2022 Pre-bid/ bid Opening
June 2022 Begin Construction



Campbell County Public Works Construction Contracts Accounts Payable Schedule

2022	
Invoice due to Public Works	Board approval date
December 22, 2021	January 4, 2022
January 19, 2022	February 1, 2022
February 16, 2022	March 1, 2022
March 23, 2022	April 5, 2022
April 20, 2022	May 3, 2022
May 18, 2022	June 7, 2022
June 22, 2022	July 6, 2022
July 20, 2022	August 2, 2022
August 24, 2022	September 7, 2022
September 21, 2022	October 4, 2022
October 19, 2022	November 1, 2022
November 23, 2022	December 6, 2022

2023	
Invoice due to Public Works	Board approval date
December 21, 2022	January 4, 2023
January 18, 2023	February 7, 2023
February 15, 2023	March 7, 2023
March 22, 2023	April 4, 2023
April 19, 2023	May 2, 2023
May 24, 2023	June 6, 2023
June 21, 2023	July 5, 2023
July 19, 2023	August 1, 2023
August 23, 2023	September 6, 2023
September 20, 2023	October 3, 2023
October 18, 2023	November 7, 2023
November 22, 2023	December 5, 2023
December 20, 2023	January 3, 2024

The Board approval dates are Tuesdays and the checks will be mailed out by Friday after approval.

Wendy Balo
 Senior Financial Specialist
 Campbell County Public Works
 307-687-6341
wendy.balo@campbellcountywy.gov

The following page(s) contain the backup material for Agenda Item: [10:50 Approval of Orders: 2021-02; 2021-03; 2021-04; 2021-13](#)

**BEFORE THE COUNTY BOARD OF EQUALIZATION
CAMPBELL COUNTY**

**ORDER GRANTING ASSESSOR'S MOTION TO EXCLUDE TESTIMONY
AND EVIDENCE AND DISMISSAL OF APPEAL**

IN THE MATTER OF THE APPEAL OF:

Docket No. 2021-02

Hilltop Hospitality, LLC

Taxpayer

THIS MATTER came before the Campbell County Board of Equalization on August 20, 2021, for hearing on the Statement to Contest Property Tax Assessment filed by Taxpayer by and through its agent, Pivotal Tax Solutions.

The Taxpayer was present and represented by its agent, Wayne Tannenbaum, with Pivotal Tax Solutions, who appeared telephonically. The Assessor was present and was represented by counsel, Sean Brown.

Before proceeding on the hearing, the Board considered the Motion to Exclude Testimony and Evidence and Motion to Dismiss filed by the Assessor. After hearing the arguments of the parties, the Board finds and concludes as follows:

1. Wyoming Statute 39-13-108)b)(i), Chapter One – Uniform County Board of Equalization Practice and Procedure Rules and the Amended Notice of Hearing for Contest of Assessment provides that the parties exchange information, evidence and documents relevant to the appeal no later than thirty (30) days before the hearing.
2. The Assessor did not receive anything from Taxpayer until the day before the scheduled hearing. This failure to disclose placed the Assessor at a disadvantage in preparation for the hearing.
3. At the Board's discretion, failure to comply with the rule requiring the exchange of information may lead to the exclusion of the undisclosed testimony, evidence or documents.
4. The Taxpayer offered no justification for failure to comply.

IT IS HEREBY ORDERED THAT the evidence of Taxpayer is excluded for failure to timely disclose its witnesses and evidence and with the absence of any evidence, the Taxpayer is unable to overcome the presumption of the validity of the Assessor's valuation, therefore, the appeal of Taxpayer is hereby dismissed.

DATED THIS _____ day of December, 2021.

CAMPBELL COUNTY BOARD OF EQUALIZATION

Robert Maul, Chairman

Rusty Bell

D.G. Reardon

Del Shelstad

Colleen Faber

ATTEST: _____

Susan F. Saunders, County Clerk

CERTIFICATE OF SERVICE

I hereby certify that the foregoing Order Granting the Assessor's Motion to Exclude Testimony and Evidence and Dismissal of Appeal was served on the following individuals on this _____ day of December, 2021, as follows:

Hilltop Hospitality, LLC
c/o Pivotal Tax Solutions
Att: Theresa Anderson, Controller
Appeals@Pivotaltax.com
Agent for Taxpayer

Troy Clements
Campbell County Assessor
tdc04@ccgov.net

Sean Brown
Deputy Campbell County Attorney
sab06@ccgov.net
Attorney for Assessor

Carol Seeger
Executive Director of Administration

**BEFORE THE COUNTY BOARD OF EQUALIZATION
CAMPBELL COUNTY**

**ORDER GRANTING ASSESSOR'S MOTION TO EXCLUDE TESTIMONY
AND EVIDENCE AND DISMISSAL OF APPEAL**

IN THE MATTER OF THE APPEAL OF:

Docket No. 2021-03

KAJ Management Inc

Taxpayer

THIS MATTER came before the Campbell County Board of Equalization on August 20, 2021, for hearing on the Statement to Contest Property Tax Assessment filed by Taxpayer by and through its agent, Pivotal Tax Solutions.

The Taxpayer was present and represented by its agent, Wayne Tannenbaum, with Pivotal Tax Solutions, who appeared telephonically. The Assessor was present and was represented by counsel, Sean Brown.

Before proceeding on the hearing, the Board considered the Motion to Exclude Testimony and Evidence and Motion to Dismiss filed by the Assessor. After hearing the arguments of the parties, the Board finds and concludes as follows:

1. Wyoming Statute 39-13-108)b)(i), Chapter One – Uniform County Board of Equalization Practice and Procedure Rules and the Amended Notice of Hearing for Contest of Assessment provides that the parties exchange information, evidence and documents relevant to the appeal no later than thirty (30) days before the hearing.
2. The Assessor did not receive anything from Taxpayer until the day before the scheduled hearing. This failure to disclose placed the Assessor at a disadvantage in preparation for the hearing.
3. At the Board's discretion, failure to comply with the rule requiring the exchange of information may lead to the exclusion of the undisclosed testimony, evidence or documents.
4. The Taxpayer offered no justification for failure to comply.

IT IS HEREBY ORDERED THAT the evidence of Taxpayer is excluded for failure to timely disclose its witnesses and evidence and with the absence of any evidence, the Taxpayer is unable to overcome the presumption of the validity of the Assessor's valuation, therefore, the appeal of Taxpayer is hereby dismissed.

DATED THIS _____ day of December, 2021.

CAMPBELL COUNTY BOARD OF EQUALIZATION

Robert Maul, Chairman

Rusty Bell

D.G. Reardon

Del Shelstad

Colleen Faber

ATTEST:

Susan F. Saunders, County Clerk

CERTIFICATE OF SERVICE

I hereby certify that the foregoing Order Granting the Assessor's Motion to Exclude Testimony and Evidence and Dismissal of Appeal was served on the following individuals on this _____ day of December, 2021, as follows:

KAJ Management Inc
c/o Pivotal Tax Solutions
Att: Theresa Anderson, Controller
Appeals@Pivotaltax.com
Agent for Taxpayer

Troy Clements
Campbell County Assessor
tdc04@ccgov.net

Sean Brown
Deputy Campbell County Attorney
sab06@ccgov.net
Attorney for Assessor

Carol Seeger
Executive Director of Administration

**BEFORE THE COUNTY BOARD OF EQUALIZATION
CAMPBELL COUNTY**

**ORDER GRANTING ASSESSOR'S MOTION TO EXCLUDE TESTIMONY
AND EVIDENCE AND DISMISSAL OF APPEAL**

IN THE MATTER OF THE APPEAL OF:

Docket No. 2021-04

KAJ Management Inc

Taxpayer

THIS MATTER came before the Campbell County Board of Equalization on August 20, 2021, for hearing on the Statement to Contest Property Tax Assessment filed by Taxpayer by and through its agent, Pivotal Tax Solutions.

The Taxpayer was present and represented by its agent, Wayne Tannenbaum, with Pivotal Tax Solutions, who appeared telephonically. The Assessor was present and was represented by counsel, Sean Brown.

Before proceeding on the hearing, the Board considered the Motion to Exclude Testimony and Evidence and Motion to Dismiss filed by the Assessor. After hearing the arguments of the parties, the Board finds and concludes as follows:

1. Wyoming Statute 39-13-108b)(i), Chapter One – Uniform County Board of Equalization Practice and Procedure Rules and the Amended Notice of Hearing for Contest of Assessment provides that the parties exchange information, evidence and documents relevant to the appeal no later than thirty (30) days before the hearing.
2. The Assessor did not receive anything from Taxpayer until the day before the scheduled hearing. This failure to disclose placed the Assessor at a disadvantage in preparation for the hearing.
3. At the Board's discretion, failure to comply with the rule requiring the exchange of information may lead to the exclusion of the undisclosed testimony, evidence or documents.
4. The Taxpayer offered no justification for failure to comply.

IT IS HEREBY ORDERED THAT the evidence of Taxpayer is excluded for failure to timely disclose its witnesses and evidence and with the absence of any evidence, the Taxpayer is unable to overcome the presumption of the validity of the Assessor's valuation, therefore, the appeal of Taxpayer is hereby dismissed.

DATED THIS _____ day of December, 2021.

CAMPBELL COUNTY BOARD OF EQUALIZATION

Robert Maul, Chairman

Rusty Bell

D.G. Reardon

Del Shelstad

Colleen Faber

ATTEST: _____

Susan F. Saunders, County Clerk

CERTIFICATE OF SERVICE

I hereby certify that the foregoing Order Granting the Assessor's Motion to Exclude Testimony and Evidence and Dismissal of Appeal was served on the following individuals on this _____ day of December , 2021, as follows:

KAJ Management Inc
c/o Pivotal Tax Solutions
Att: Theresa Anderson, Controller
Appeals@Pivotaltax.com
Agent for Taxpayer

Troy Clements
Campbell County Assessor
tdc04@ccgov.net

Sean Brown
Deputy Campbell County Attorney
sab06@ccgov.net
Attorney for Assessor

Carol Seeger
Executive Director of Administration

**BEFORE THE COUNTY BOARD OF EQUALIZATION
CAMPBELL COUNTY**

NOTICE OF VACATION OF HEARING FOR CONTEST OF ASSESSMENT

TO:

**Patterson-UTI Drilling Co., LLC
c/o Drew Harrold
Crest Tax Partners
drew@cresttaxpartners.com
Agent for Taxpayer**

Docket No. 2021--13

**Troy Clements
Campbell County Assessor
tdc04@ccgov.net**

**Mitch Damsky
Campbell County Attorney
mhd06@ccgov.net
Attorney for Assessor**

RE: Account No. 58879

PLEASE TAKE NOTICE THAT the hearing scheduled to be heard before the County Board of Equalization for Campbell County, Wyoming on December 7, 2021, commencing at 1:30 p.m. is vacated due to withdrawal of the appeal by Taxpayer.

DATED THIS _____ day of December, 2021.

**Robert Maul, Chairman
Campbell County Board of Equalization**

CERTIFICATE OF SERVICE

I hereby certify that the foregoing Notice of Vacation of Hearing was served on the following individuals on this _____ day of December, 2021, as follows:

Patterson-UTI Drilling Co., LLC
c/o Drew Harrold
Crest Tax Partners
drew@cresttaxpartners.com
Agent for Taxpayer

Troy Clements
Campbell County Assessor
tdc04@ccgov.net

Mitch Damsky
Campbell County Attorney
mhd06@ccgov.net
Attorney for Assessor

Carol Seeger

The following page(s) contain the backup material for Agenda Item: [11:00 Gillette College](#)

**MEMORANDUM OF UNDERSTANDING BETWEEN
NORTHERN WYOMING COMMUNITY
COLLEGE DISTRICT AND GILLETTE COMMUNITY COLLEGE DISTRICT**

1. **Parties.** The Parties to this Memorandum of Understanding ("MOU") are the Northern Wyoming Community College District ("NWCCD"), whose address is 1 Whitney Way, Sheridan, WY 82801 and Gillette Community College District ("GCCD"), whose address is 300 W Sinclair Street, Gillette, WY 82718.

2. **Recitals.**

- a. NWCCD has served students in Campbell County by offering classes in various locations throughout Campbell County as early as 1969. GCCD was formed pursuant to Enrolled Act No. 47, Senate of the Sixty-Sixth Legislature of the State of Wyoming, 2021 General Session and the approval of the electors of Campbell County on August 17, 2021. The formation of GCCD requires the parties to this MOU, pursuant to Wyo. Stat. Ann. § 21-18-312 and Enrolled Act No. 47, Senate of the Sixty-Sixth Legislature of the State of Wyoming, 2021 General Session, to transition the service of Gillette College from NWCCD to GCCD.
- b. As GCCD takes the necessary steps to earn institutional accreditation, all parties understand that actions are being taken to form two separate colleges. Cooperation is necessary and prescribed to some extent during a transition period, but the end result will be complete independence and two institutions who may or may not choose to enter into any future agreements.
- c. Prior to the signing of this document and any subsequent exhibits or addendums, the parties jointly created and executed a document labeled *Statement of Shared Values*, which outlines shared interests and agreed-upon norms. A copy of the Statement of Shared Values is attached hereto and by this reference incorporated herein.

3. **Purpose.** The purpose of this MOU is to provide a framework that will aid in the process to finalize two separate college districts, NWCCD and GCCD. The process must adequately protect the interests of all students, properly steward all financial resources of NWCCD and GCCD, and be consistent with the statewide college system strategic plan.

4. **Term of MOU.** This MOU shall be effective November 17, 2021, and shall remain in full force and effect until GCCD achieves full accreditation (both institutionally and for the nursing program) or as the parties may otherwise agree.

5. **Review by Wyoming Community College Commission.** As required by statute, the terms of the MOU shall be reviewed by the Wyoming Community College Commission.

6. **Transfer of Dollars and Indebtedness.** The actions to return balance of funds given to NWCCD in support of Gillette College from the City of Gillette, Campbell County, and BOCHES, to GCCD and to transfer indebtedness for Inspiration Hall from NWCCD to GCCD

shall be governed by the agreement attached hereto and incorporated herein by this reference as **Exhibit A**.

7. **Insurance and Liabilities.** The respective liabilities of the parties and obligations to insure against casualty and perils of activities occurring at Gillette College shall be governed by the agreement attached hereto and incorporated herein by this reference as **Exhibit B**.

8. **Employees.** The process by which employees of NWCCD at Gillette College are transitioned to become employees of GCCD shall be governed by the agreement attached hereto and incorporated by this reference as **Exhibit C**.

9. **Exhibits.** As representatives from both districts agree upon significant steps during transition, such agreements will be added to this MOU as exhibits. Examples could include transfer of employees, transfer of property and indebtedness, academic service, risk management, data security, and compliance items.

10. **Captions.** Titles and captions are inserted herein for convenience only and in no way define, limit, extend or described the scope or intent of this Agreement or any of its provisions.

11. **Counterparts.** This Agreement shall be deemed to be fully executed and delivered when each of the undersigned has executed at least one counterpart, but not necessarily the same counterpart.

12. **No Waiver.** Neither party waives governmental immunity by entering into this Agreement and specifically retains all immunities and defenses available to it pursuant to Wyo. Stat. §§ 1-39-101 through 1-39-120 and all other applicable law. The assumption of risk, release, indemnification, and insurance provisions of this Agreement shall not be construed as a waiver of governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to governmental immunity shall be construed in favor of governmental immunity.

Dates this 1st day of December, 2021.

Northern Wyoming Community College District

By: Walter A. Tribley

Name: Walter A. Tribley

Title: President

Gillette Community College District

By: J. Oberlander

Name: Janeell Oberlander

Title: Interim President

EXHIBIT A
to the
Memorandum of Understanding Between
the Northern Wyoming Community College District (NWCCD)
and
the Gillette Community College District (GCCD).

Subject: Transfer of dollars and Inspiration Hall indebtedness

1. NWCCD shall transfer to GCCD the fund balance as of FYE2021 from the following accounts as follows:

- a. \$271,818.02: City of Gillette and Campbell County 1% Funding
- b. \$335,535.19: Campbell County Board of Cooperative Higher Education Services (BOCHES)
- c. \$65,070.99: Bookstore fund balance
- d. \$207,143.00: State matching fund (one-time gift)

Prior to NWCCD's delivery of such funds, GCCD shall propose in writing to NWCCD the manner and form of all payments, specifically identifying any necessary approvals and the performance of any legal obligations NWCCD may have in relation to such funds. NWCCD shall not unreasonably withhold its consent to such proposal and shall promptly implement such proposal according to its terms. GCCD shall bear sole responsibility for obtaining all consents, if any, necessary to transfer such funds and shall indemnify, defend, and hold NWCCD harmless from any and all payments, claims, liabilities, or demands pertaining to the transfer of such funds.

The parties agree that any remaining funds at the end of FYE 2022 and subsequent years shall be transferred in the same manner.

2. GCCD hereby assumes all obligations owed by NWCCD for payment of the indebtedness pertaining to Inspiration Hall ("Inspiration Hall Debt"), as follows:

- a. \$980,125.56: Total sum of all future payments owed to City of Gillette pertaining to Inspiration Hall which has the following payment schedule:
 - 07/01/2022 - \$244,871.18
 - 07/01/2023 - \$244,915.58
 - 07/01/2024 - \$244,822.34
 - 07/01/2025 - \$245,516.46
 - Total - \$980,125.56

November 9, 2021

Approved by GCCD BOT:

Approved by NWCCD BOT:

GCCD shall bear sole responsibility for promptly obtaining all consents, if any, necessary to (i) transfer the Inspiration Hall Debt Transferred Obligation to GCCD and (ii) release NWCCD from all obligations relating to the Inspiration Hall Debt. NWCCD shall promptly execute all documents and take all actions reasonably requested by GCCD to accomplish the foregoing. GCCD shall indemnify, defend, and hold NWCCD harmless from any and all payments, claims, liabilities, or demands pertaining to the Inspiration Hall Debt.

3. NWCCD and GCCD agree that time is of the essence for the performance of all obligations under this Exhibit A and each agree to carry out these steps in an expeditious manner.

4. The terms of this Exhibit A shall be binding upon the parties only upon the ratification of this Exhibit A by the Board of Trustees of NWCCD and the Board of Trustees of GCCD.

Agreed to this ____ day of _____, 2021:

On behalf of NWCCD:

On behalf of GCCD:

President, NWCCD

Interim President, GCCD

November 9, 2021

Approved by GCCD BOT:

Approved by NWCCD BOT: