

DOUGLAS CITY COUNCIL MEETING

Douglas City Hall, Council Chambers
101 N. 4th Street, Douglas, WY

Monday, March 11, 2024
Regular Meeting 5:30 P.M.

Thank you for your cooperation in facilitating the public meeting process!

1. Call To Order, Roll Call And Pledge Of Allegiance

Kim Pexton, Mayor

Ron McNare, Councilperson/Council President

Perry Hershberger, Councilperson

Matt Schmidt, Councilperson

John Bartling, Councilperson

2. Disclosures By City Council Members

3. Approval Of General Agenda (Corrections Or Additions)

4. Public Comment

This section of the Agenda is reserved for comments from the General Public to the City Council on matters relating to Douglas Municipal Government.

Comments must be five (5) minutes or less. As a general practice, the Council does not discuss, debate, or take action on issues raised or comments made under public comment. Council may refer items to staff for follow-up. In order to be heard, please speak clearly and loudly. Please state your name and address for the record.

5. Consent Docket

All agenda items listed under the Consent Docket are considered to be routine items by the governing body and will be enacted upon by one motion unless a request is made to take up an individual item separately, in which case the item will be placed under Council Action Items.

5.I. Minutes

5.I.i. Minutes: City Council Work Session: February 26, 2024

Documents:

[20240226 COUNCIL WORKSESSION MINUTES.PDF](#)

5.I.ii. Minutes: City Council Meeting: February 26, 2024

Documents:

[20240226 COUNCIL MEETING MINUTES.PDF](#)

- 5.II. Ordinances: 3rd Reading - Consent
- 5.III. Ordinances: 2nd Reading - Consent
- 5.IV. Bills & Claims
 - 5.IV.i. Warrant Register: February 2024

Documents:

[WARRANT REGISTER - FEBRUARY 2024 MAIN.PDF](#)

- 5.V. Other Consent
- 6. Presentations

- 6.I. Proclamation: American Legion 105th Anniversary

Documents:

[PROCLAMATION 2024 AMERICAN LEGION DAY.PDF](#)

- 6.II. Introduction Of Human Resources Director: Kendal Detwiler
- 7. Council Action Items

- 7.I. Warrant Register: K & R Construction: February 2024

Documents:

[WARRANT REGISTER - FEBRUARY 2024 SECOND.PDF](#)

- 7.II. Fire Suppression Authority Joint Powers Board (Douglas Fire Department): Waive Building Permit Fees
- 7.III. Ordinance 1037: An Ordinance Amending Section 8.20.190 Removal Of Snow And Ice And Adding Section 10.92.080 Snow Emergency And No Parking Snow Routes: Second Reading

Documents:

[ORDINANCE 1037 SNOW 2ND READING - 20240311.PDF](#)
[PLOW MAP 2024.PDF](#)

- 7.IV. Ordinance 1038: An Ordinance Amending Section 15.04.010 Of The Douglas Municipal Code Pertaining To Building Permits

Documents:

[ORDINANCE - PERMIT FEES - 20240220.PDF](#)

- 7.V. Bid Award: Water Treatment Plant Clearwell Cleaning Project

Documents:

[NARRATIVE FORM - CLEARWELL CLEANING.PDF](#)
[RECOMMENDATION OF AWARD_RAMSHORN.PDF](#)
[BID TABULATION_CLEARWELL.PDF](#)

7.VI. Bid Award: Top Dresser: Equipment-Douglas Community Club

Documents:

[NARRATIVE FORM - DCC TOP DRESSER.PDF](#)
[STOTZ EQUIPMENT.PDF](#)
[MIDLAND IMPLEMENT.PDF](#)

7.VII. Enterprise Lease Agreement

7.VIII. Wyoming Association Of Municipalities Summer Convention Appointment Of Voting Delegate And Alternate Voting Delegate

7.IX. Wyoming Community Gas Project Designation

Documents:

[PROJECT DESIGNATION 2024 20240311.PDF](#)

8. Tabled Items

8.I. Tabled Item: Board Appointment: Arts & Culture Board Of Trustees Members

Documents:

[APPLICATION - BUTTS JOSH.PDF](#)
[APPLICATION - RASMUSSEN JENNIFER.PDF](#)

9. Council Information

9.I. Department Report: Public Works

Documents:

[PUBLIC WORKS REPORT.PDF](#)

9.II. Department Report: Police Department

Documents:

[POLICE DEPARTMENT REPORT.PDF](#)

9.III. Department Report: Community Development

Documents:

[COMMUNITY DEVELOPMENT REPORT.PDF](#)

9.IV. Douglas Historic Preservation Minutes: February 21, 2024

Documents:

[DHPC MINUTES 20240221.PDF](#)

10. City Manager's Report

11. Good People Doing Good Things

12. Community Updates

12.I. Event Calendar

13. Executive Session

14. Adjourn

City Council Work Session Minutes
February 26, 2024

A Work Session of the Douglas City Council was held on February 26, 2024, at approximately 4:00 p.m. in the upstairs conference room at City Hall, 101 N. 4th Street, Douglas, Wyoming.

Councilmembers Present: Mayor Kim Pexton, Councilperson Matt Schmidt, Councilperson Ron McNare, Councilperson Perry Hershberger, and Councilperson John Bartling.

Others Present: JD Cox, City Administrator; Mike Armstrong, City Attorney; Clara Chaffin, Community Development Director (via Teams); John Harbarger, Public Works Director; Todd Byerly, Chief of Police; and Mary Nicol, Administrative Services Director/Treasurer.

Discussion Items:

City Manager Updates. Wyoming Community Gas Funding. Financial Update, Strategic Doing & Budget Update. SD2324 Building Community Update. Enterprise Lease Discussion. PlanOne Presentation – Community Facility & City Hall Projects.

No action was taken. Work session adjourned at approximately 5:18 p.m.

Mary Nicol, City Clerk

City Council Regular Meeting Minutes
February 26, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Pexton called the meeting to order at approximately 5:30 p.m. Roll call was taken with the following City Council members present: Mayor Kim Pexton, Councilperson Ron McNare; Councilperson Perry Hershberger; Councilperson Matt Schmidt; and Councilperson John Bartling. Douglas Youth Hockey representatives Talon & Ruby led the assembly in the Pledge of Allegiance.

Also present: JD Cox, City Manager; Mike Armstrong, City Attorney; Todd Byerly, Chief of Police; John Harbarger; Public Works Director; Mary Nicol, Administrative Services Director/Treasurer.

Disclosures by City Council Members: None.

General Agenda (Corrections/Additions): Councilperson Hershberger moved to approve the general agenda as presented. Councilperson Schmidt seconded. Motion carried 5-0.

Public Comments: None.

Consent Docket: Minutes: City Council Work Session: February 12, 2024; City Council Meeting: February 12, 2024. Councilperson Schmidt moved to approve the Consent Docket. Councilperson Bartling seconded. Motion carried 5-0.

Presentation:

Proclamation: Music in Our Schools. Councilperson Hershberger read the proclamation.

Douglas Ice Cats: Paul Bauder, Vice President, and Jake Marcus, volunteer, approached council regarding resolution consideration to add 1¢ general purpose tax to ballot.

Rural Growth Strategies: Robert Harrington, David Gaines, and Rob O'Brien reviewed progress on an economy study.

Public Hearings:

Liquor License Renewals: Renewal of all liquor licenses as follows: Retail: Beggar LLC dba The Liquor Cabinet; CIB LLC dba The College Inn; Douglas Liquors LLC dba Douglas Discount Liquors & Tobacco; Underwood Ventures Inc dba Northgate Liquor & Lounge; Barkandi LLC dba Indian Curry House; H4U Inc dba Plains Trading Post; Coopers Arena LLC dba The Arena; Pinz LLC dba House of Pinz; TBK Club LLC dba Douglas Community Club 19th Tee; P&Z Inc dba Double D Liquors; Round Rock Entertainment LLC dba LaBonte Bar; Homax Oil Sales Inc dba Sunset Liquor; and Three Boys Inc dba The Waterhole. Limited Retail (Club): Samuel Mares Post Number 8 dba American Legion and Moose Lodge #602 dba Moose Lodge #602. Restaurant: Four Seasons Chinese Restaurant dba Four Seasons Chinese Restaurant; Los Espinos LLC dba LaCosta Mexican Restaurant; and The Depot LLC dba The Depot. Bar and Grill: 307 Horse Racing Inc dba 307 Horse Racing. Mayor Pexton opened the public hearing at 5:59 p.m. Director Nicol provided an overview. No Public Comments. Public Hearing closed at 6:02 p.m.. Councilperson McNare moved to approve all licenses as presented with the exception of Samuael Mares issuance contingent on the show

cause hearing being held and confirming tips training status for both individuals cited for compliance failures. Councilperson Schmidt seconded. Motion carried 5-0.

Council Action Items:

Ordinance No 1037: An Ordinance Amending Section 8.20.190 Removal of Snow and Ice and adding Section 10.92.080 Snow Emergency Routes. City Manager Cox provided a brief overview. Councilperson Hershberger moved to approve Ordinance No 1037 with changes as follows: add a map for emergency route, include an exception for parade or parkway, and c.2 to read “on the following day”, on its First Reading. Councilperson McNare seconded. Motion carried 5-0.

Ordinance No 1038: An Ordinance Amending Section 15.04.010(C) of the Douglas Municipal Code Pertaining to Building Permits. City Manager Cox provided a brief overview. Councilperson Bartling moved to approve Ordinance No 1038 as presented on its First Reading. Councilperson Schmidt seconded. Brief discussion. Motion carried 5-0.

Memorandum of Understanding: Sheep Mountain Well Transmission Line: Director Harbarger provided a brief overview. Councilperson Schmidt moved to approve the Memorandum of Understanding with Converse County concerning a ground water transmission line from new Sheep Mountain Well #2 and furthermore authorize the City Manager to sign all associated documentation. Councilperson Hershberger seconded. Motion carried 5-0.

Board Appointment: Arts & Culture Board of Trustees. Director Nicol provided a brief overview. Councilperson Bartling moved to table the board appointment to the arts & culture board of trustees. Councilperson McNare seconded. Motion carried 5-0.

Pawn Brokers License: Douglas Pawn: Director Nicol provided a brief overview. Councilperson Hershberger moved to renew the pawnbrokers license for Douglas Pawn for the term March 1, 2024, thru February 28, 2025, as presented. Councilperson McNare seconded. Motion carried 5-0.

Council Information:

Douglas Historic Preservation Commission Minutes: January 17, 2024. Financial Report: January 2024.

City Manager’s Report:

City Manager Cox provided an update on multiple recent and current items.

Good People Doing Good Things:

Councilperson Schmidt advised he was contacted by a victim of domestic violence and recognized Officer Howard for her excellent work. Councilperson Hershberger recognized the community, as he had noticed several people helping to put up fences blown down from winds and assisting animals who had gotten out.

Community Updates:

Event Calendar: A video presentation of upcoming events was presented.

Adjourn: Councilperson Bartling moved to adjourn the regular City Council meeting of February 26, 2024. Councilperson Schmidt seconded. Motion carried 5-0. Meeting adjourned at approximately 6:36 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk

Published: March 6, 2024

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SIGNS AND MORE				
1632	SIGN	02/03/24	58.00	10-5305-3210
1643	UTILITY KNIVES-CELEBRATION CREW DOOR PRIZES	02/06/24	85.00	10-5100-3210
1643	POWER BANKS-CELEBRATION CREW DOOR PRIZES	02/06/24	56.10	10-5100-3210
1657	AWARD	02/14/24	26.47	10-5100-3210
Total 307 SIGNS AND MORE:			225.57	
AFLAC				
022324	Payroll Deduction	02/23/24	537.56	10-20000225
Total AFLAC:			537.56	
ALCOHOL & DRUG TESTING SERV				
45277	PROFESSIONAL SERVICES	01/31/24	40.00	10-5100-2158
45277	PROFESSIONAL SERVICES	01/31/24	40.00	10-5100-2158
45277	PROFESSIONAL SERVICES	01/31/24	70.00	10-5100-2158
45277	PROFESSIONAL SERVICES	01/31/24	140.00	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			290.00	
AT & T				
022824	CELLULAR PHONE SERVICE	02/28/24	15.89	31-5401-2134
022824	CELLULAR PHONE SERVICE	02/28/24	15.89	32-5501-2134
022824	CELLULAR PHONE SERVICE	02/28/24	17.34	31-5403-2134
Total AT & T:			49.12	
ATLAS PREMIER SERVICE				
61525	COPIER MAINTENANCE AGREEMENT	02/09/24	113.26	10-5201-2156
Total ATLAS PREMIER SERVICE:			113.26	
AYRES ASSOCIATES INC				
213399	BROWNFIELD ASSESSMENT GRANT	02/22/24	2,495.15	42-5870-2158
213466	COMPREHENSIVE PLAN	02/27/24	7,560.00	10-5106-2158
Total AYRES ASSOCIATES INC:			10,055.15	
BCN TELECOM INC				
23679235	PHONE SERVICE	02/01/24	86.86	10-5100-2134
23679235	PHONE SERVICE	02/01/24	4.87	10-5306-2134
Total BCN TELECOM INC:			91.73	
BISON PUMP & SUPPLY				
586031	GAUGE	02/12/24	148.80	31-5402-3210
586064	COUPLER	02/15/24	1.51	32-5502-3210
586064	FITTING	02/15/24	12.09	32-5502-3210
586064	ADAPTER	02/15/24	7.35	32-5502-3210
586064	ADAPTER	02/15/24	3.58	32-5502-3210
586064	FITTING	02/15/24	5.45	32-5502-3210
586185	HOSE ASSEMBLY	02/20/24	93.57	10-5305-3210
586185	CLAMP	02/20/24	28.36	10-5305-3210
586185	FREIGHT	02/20/24	30.02	10-5305-3210
Total BISON PUMP & SUPPLY:			330.73	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
BLACK HILLS ENERGY				
021324	GAS SERVICE	02/13/24	803.31	10-5100-2133
021324	GAS SERVICE	02/13/24	2,123.66	10-5301-2133
021324	GAS SERVICE	02/13/24	293.58	10-5306-2133
021324	GAS SERVICE	02/13/24	1,268.92	31-5401-2133
021324	GAS SERVICE	02/13/24	327.48	31-5402-2133
021324	GAS SERVICE	02/13/24	472.83	32-5502-2133
021324	GAS SERVICE	02/13/24	1,327.62	34-5340-2133
021324	GAS SERVICE	02/13/24	38.83	10-5304-2133
Total BLACK HILLS ENERGY:			6,656.23	
BLACKBURN, ADAM P				
985976	ROLLOUT BRACKETS	02/11/24	3,650.00	33-5600-3210
Total BLACKBURN, ADAM P:			3,650.00	
BLOEDORN LUMBER - DOUGLAS				
589340	RETURN-GUTTER HOOK	02/22/24	4.99-	10-5100-3210
589340	RETURN-DOWNSPOUT	02/22/24	14.98-	10-5100-3210
7990377	SINGLE DOOR	01/12/24	251.80	10-5100-3210
7990377	DOOR JAMBS	01/12/24	55.13	10-5100-3210
7990377	DOOR STOP	01/12/24	23.63	10-5100-3210
8016087	2X12	01/03/24	136.62	34-5340-3210
8016087	LAG BOLTS	01/03/24	40.99	34-5340-3210
8019753	2x4	02/01/24	105.80	10-5100-3210
8019753	PLYWOOD	02/01/24	225.60	10-5100-3210
8019810	WELD WIRE	02/01/24	249.99	10-5100-3210
8019810	SCREWS	02/01/24	57.99	10-5100-3210
8019810	CONCRETE SCREWS	02/01/24	25.99	10-5100-3210
8021052	2X4	02/02/24	52.90	10-5100-3210
8024123	BRUSH SET	02/05/24	15.99	10-5304-3210
8024123	PAINT TRAY LINER	02/05/24	5.16	10-5304-3210
8024123	PAINT	02/05/24	42.99	10-5304-3210
8024123	PAINT	02/05/24	137.97	10-5304-3210
8025174	OAK VENEER CASING	02/05/24	26.18	10-5100-3210
8026146	OAK	02/06/24	17.15	10-5100-3210
8026146	POLYSHADE OAK	02/06/24	22.99	10-5100-3210
8026146	FOAM BRUSH	02/06/24	5.97	10-5100-3210
8026146	FOAM BRUSH	02/06/24	2.29	10-5100-3210
8026506	TAIL PIECE	02/06/24	4.49	10-5304-3210
8026506	STRAINER WASHER	02/06/24	2.29	10-5304-3210
8026506	NUT	02/06/24	4.79	10-5304-3210
8026506	SINK STRAINER	02/06/24	22.99	10-5304-3210
8026506	2X4	02/06/24	26.35	10-5304-3210
8026506	2X4	02/06/24	16.92	10-5304-3210
8026506	1X6	02/06/24	16.19	10-5304-3210
8027003	STEEL WOOL	02/06/24	4.79	10-5100-3210
8027280	SCREWS	02/06/24	13.49	10-5304-3210
8029662	PAINT	02/08/24	91.98	10-5304-3210
8029662	BRUSH	02/08/24	8.99	10-5304-3210
8029662	SCREWS	02/08/24	13.49	10-5304-3210
8029662	PAINT	02/08/24	45.99	10-5304-3210
8033954	BASE ADHESIVE	02/12/24	6.49	10-5100-3210
8034000	ADHESIVE	02/12/24	8.49	10-5304-3210
8034000	CHALK BOARD PAINT	02/12/24	21.99	10-5304-3210
8037870	2X4	02/14/24	30.78	10-5305-3210
8037870	SAW HORSE BRACKET	02/14/24	29.97	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
80395250	WALL PANELING	02/06/24	75.98	10-5304-3210
8040758	SPRAY BOTTLE	02/16/24	5.49	34-5340-3210
8040758	DIGGING BAR	02/16/24	54.99	34-5340-3220
8048436	GUTTER HOOKS	02/22/24	19.96	10-5100-3210
8048436	GUTTER CONNECTOR	02/22/24	6.49	10-5100-3210
8048710	TOILET RING REMOVER	02/22/24	9.99	10-5304-3210
8048723	DOWNSPOUT	02/22/24	27.98	10-5100-3210
8048723	ELBOW	02/22/24	7.49	10-5100-3210
8048723	DOWNSPOUT	02/22/24	29.96	10-5100-3210
Total BLOEDORN LUMBER - DOUGLAS:			2,091.96	
BOMGAARS				
237508	SLIP LEAD	10/25/23	19.49	10-5202-3210
237508	DOG TREATS	10/25/23	10.99	10-5202-3210
265987	HOSE	02/08/24	23.92	10-5305-3210
265987	VALVE BALL	02/08/24	14.99	10-5305-3210
265987	INSERT TEE	02/08/24	2.79	10-5305-3210
265987	ADAPTER	02/08/24	1.89	10-5305-3210
265987	SWIVEL NUT	02/08/24	1.89	10-5305-3210
265987	WASHER	02/08/24	1.09	10-5305-3210
265987	ADAPTER	02/08/24	1.99	10-5305-3210
265987	ADAPTER	02/08/24	1.89	10-5305-3210
265999	BULKHEAD	02/08/24	10.99	10-5305-3210
265999	VALVE BALL	02/08/24	14.99	10-5305-3210
265999	ELBOW	02/08/24	2.69	10-5305-3210
265999	ADAPTER	02/08/24	3.78	10-5305-3210
266978	GREASE GUN	02/13/24	229.99	31-5402-3210
266978	GREASE	02/13/24	44.90	31-5402-3210
268572	IMPACT SOCKET	02/20/24	8.79	10-5305-3220
268572	DIGGING BAR	02/20/24	37.99	10-5305-3220
268771	BOLTS	02/21/24	24.21	10-5305-3210
269097	ELBOW	02/23/24	2.69	10-5302-3210
269097	HOSE BIB	02/23/24	18.99	10-5302-3210
270366	DRIVER SET	02/29/24	27.99	10-5305-3210
Total BOMGAARS:			508.93	
BOYS & GIRLS CLUB OF DOUGLAS				
1733-FEB	FUNDING ALLOCATION AGREEMENT	02/20/24	2,083.33	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			2,083.33	
CALIFORNIA STATE DISBURSEMENT UNIT				
020924	PAYROLL DEDUCTION	02/09/24	542.31	10-20000226
022324	PAYROLL DEDUCTION	02/23/24	542.31	10-20000226
Total CALIFORNIA STATE DISBURSEMENT UNIT:			1,084.62	
CAPITOL BUSINESS SYSTEMS INC				
1367824	MAINTENANCE AGREEMENT-PLOTTER	02/22/24	59.44	10-5106-2156
Total CAPITOL BUSINESS SYSTEMS INC:			59.44	
CDW-G				
PH90320	PRINTER	01/30/24	483.74	10-5103-3220
PH90320	ROUTER	01/30/24	68.06	10-5103-3220
PR62216	TOUGH BOOKS	02/19/24	18,985.80	10-5103-3220

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CDW-G:			19,537.60	
CENTURYLINK				
020824	TELEPHONE SERVICES	02/08/24	50.27	10-5306-2134
020824	TELEPHONE SERVICES	02/08/24	126.84	32-5502-2134
022224	TELEPHONE SERVICES	02/22/24	24.79	10-5307-2134
Total CENTURYLINK:			201.90	
CITY OF CASPER				
623998	LANDFILL FEES	01/26/24	2,132.65	34-5340-2158
624025	LANDFILL FEES	01/29/24	1,140.75	34-5340-2158
624062	LANDFILL FEES	01/30/24	1,004.90	34-5340-2158
624091	LANDFILL FEES	01/31/24	1,221.35	34-5340-2158
624125	LANDFILL FEES	02/01/24	1,158.95	34-5340-2158
624148	LANDFILL FEES	02/02/24	2,345.85	34-5340-2158
624174	LANDFILL FEES	02/05/24	1,139.45	34-5340-2158
624189	LANDFILL FEES	02/05/24	1,240.20	34-5340-2158
624205	LANDFILL FEES	02/06/24	1,158.95	34-5340-2158
624226	LANDFILL FEES	02/07/24	1,236.30	34-5340-2158
624250	LANDFILL FEES	02/08/24	1,208.35	34-5340-2158
624271	LANDFILL FEES	02/09/24	1,251.25	34-5340-2158
624313	LANDFILL FEES	02/12/24	1,536.60	34-5340-2158
624340	LANDFILL FEES	02/13/24	2,834.65	34-5340-2158
624361	LANDFILL FEES	02/14/24	1,404.00	34-5340-2158
624384	LANDFILL FEES	02/15/24	1,166.10	34-5340-2158
624405	LANDFILL FEES	02/16/24	1,264.25	34-5340-2158
624428	LANDFILL FEES	02/20/24	1,250.60	34-5340-2158
624436	LANDFILL FEES	02/20/24	1,460.55	34-5340-2158
624471	LANDFILL FEES	02/21/24	1,271.40	34-5340-2158
624497	LANDFILL FEES	02/22/24	1,290.90	34-5340-2158
Total CITY OF CASPER:			29,718.00	
CITY OF DOUGLAS-HLTH INS TRN				
020924	HEALTH INSURANCE TRANSFER	02/09/24	74,453.40	10-10000900
Total CITY OF DOUGLAS-HLTH INS TRN:			74,453.40	
CITY OF DOUGLAS-PETTY CASH				
317	REPLENISH PETTY CASH-RECORDING FEES	02/05/24	12.00	10-5100-3210
318	REPLENISH PETTY CASH-FILING FEES	02/07/24	12.00	10-5106-3210
319	REPLENISH PETTY CASH-POSTAGE	02/12/24	.68	10-5100-2101
320	REPLENISH PETTY CASH-CAR WASH	02/13/24	20.00	10-5106-3210
321	REPLENISH PETTY CASH-POSTAGE	02/16/24	.68	10-5100-2101
Total CITY OF DOUGLAS-PETTY CASH:			45.36	
CITY OF DOUGLAS-UTILITY PMNT				
020824	WATER/SEWER/SANITATION	02/08/24	188.34	10-5100-2132
020824	WATER/SEWER/SANITATION	02/08/24	294.09	10-5301-2132
020824	WATER/SEWER/SANITATION	02/08/24	881.25	10-5304-2132
020824	WATER/SEWER/SANITATION	02/08/24	75.25	10-5306-2132
020824	WATER/SEWER/SANITATION	02/08/24	330.67	31-5401-2132
020824	WATER/SEWER/SANITATION	02/08/24	2,695.14	31-5402-2132
020824	WATER/SEWER/SANITATION	02/08/24	278.53	32-5501-2132
020824	WATER/SEWER/SANITATION	02/08/24	24.56	32-5502-2132

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
17607	LANDFILL CHARGES	02/08/24	20.00	10-5106-3210
17607	LANDFILL CHARGES	02/08/24	15.00	10-5305-3210
17607	LANDFILL CHARGES	02/08/24	30.00	33-5600-3210
17608	LANDFILL CHARGES	02/08/24	15,069.00	33-5600-2158
17618	LANDFILL CHARGES	02/15/24	14,467.50	33-5600-2158
17628	LANDFILL CHARGES	03/01/24	28,050.00	33-5600-2158
17641	UTILITY SERVICE FEE	03/01/24	35.00	10-5304-2132
9669-1	CREDIT-REMOVE DUPLICATE CHARGES	01/26/24	15,645.00	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			46,809.33	
CIVIL ENGINEERING PROFESSIONAL				
22-069-10	ENGINEERING-E RICHARDS ST DESIGN	02/08/24	25,312.50	56-5560-2153
22-100-13-1	ENGINEERING-LAMBERT GIS DATA	01/30/24	202.50	10-5100-2158
Total CIVIL ENGINEERING PROFESSIONAL:			25,515.00	
CONVERSE COUNTY CLERK				
2312-CCTS-01	INFORMATION TECHNOLOGY SERVICES	02/05/24	8,333.34	10-5103-2158
2401-CCTS-01	INFORMATION TECHNOLOGY SERVICES	02/05/24	8,333.34	10-5103-2158
Total CONVERSE COUNTY CLERK:			16,666.68	
CONVERSE COUNTY SHERIFF				
012024	BOOKING FEES	01/31/24	142.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			142.50	
CONVERSE COUNTY WEED & PEST				
37000	VALVES	02/09/24	34.85	10-5305-3210
37000	GASKETS	02/09/24	6.48	10-5305-3210
37000	SHIPPING	02/09/24	18.50	10-5305-3210
Total CONVERSE COUNTY WEED & PEST:			59.83	
COY, DEBRA J				
022724	JANITORIAL SERVICES	02/27/24	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
DANA KEPNER COMPANY OF WY				
2236086-00	CHAMBER/REGISTER	12/26/23	410.00	31-5403-3220
2236086-01	CHAMBER/REGISTER	12/26/23	820.00	31-5403-3220
2236086-01	CHAMBER/REGISTER	12/26/23	410.00	31-5402-3220
2237401-00	METER	12/11/23	1,289.75	31-5403-3220
2237401-00	METER	12/11/23	1,488.16	31-5403-3220
2237401-00	DRIVE SOCKET	12/11/23	25.52	31-5403-3220
Total DANA KEPNER COMPANY OF WY:			4,443.43	
DOUGLAS BUDGET				
301437463	SALE OF PUBLIC PROPERTY	01/03/24	70.00	10-5100-2115
301437500	POSITION VACANCY	01/03/24	600.00	10-5100-2115
301437517	REQUEST FOR BIDS-BIRCH ST SANITARY SEWER	01/10/24	154.00	10-5100-2115
301437520	REQUEST FOR BIDS-BIRCH ST SANITARY SEWER	01/10/24	154.00	10-5100-2115
301437523	REQUEST FOR BIDS-BIRCH ST SANITARY SEWER	01/10/24	154.00	10-5100-2115
301437538	SALE OF PUBLIC PROPERTY	01/10/24	70.00	10-5100-2115
301437541	REQUEST FOR PROPOSAL-TENNIS COURT	01/10/24	98.00	10-5100-2115

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
301437544	POSITION VACANCY	01/10/24	84.00	10-5100-2115
301437576	POSITION VACANCY	01/10/24	600.00	10-5100-2115
301437588	POSITION VACANCY	01/17/24	98.00	10-5100-2115
301437590	REQUEST FOR BIDS-WATER TANKER	01/17/24	42.00	10-5100-2115
301437591	MINUTES	01/17/24	252.00	10-5100-2115
301437646	POSITION VACANCY	01/17/24	84.00	10-5100-2115
301437648	REQUEST FOR PROPOSAL-TENNIS COURT	01/17/24	98.00	10-5100-2115
301437680	WARRANT REGISTER	01/24/24	252.00	10-5100-2115
301437683	POSITION VACANCY	01/24/24	98.00	10-5100-2115
301437684	POSITION VACANCY	01/24/24	98.00	10-5100-2115
301437721	REQUEST FOR BIDS-WATER TANKER	01/24/24	42.00	10-5100-2115
301437785	ORDINANCE	01/31/24	126.00	10-5100-2115
301437786	BOARD VACANCY-ARTS & CULTURE	01/31/24	56.00	10-5100-2115
301437787	MINUTES	01/31/24	294.00	10-5100-2115
Total DOUGLAS BUDGET:			3,524.00	
DOUGLAS COMMUNITY CLUB				
012524-JAN	FUNDING ALLOCATION AGREEMENT	01/25/24	5,000.00	10-5110-8702
Total DOUGLAS COMMUNITY CLUB:			5,000.00	
DOUGLAS FIRE DEPARTMENT				
2024 DPD	CPR CERTIFICATION COURSE	02/21/24	190.00	10-5202-2122
Total DOUGLAS FIRE DEPARTMENT:			190.00	
DOUGLAS GROCERY				
7403	VINEGAR	02/15/24	3.35	10-5100-3230
7966	BATTERIES	02/17/24	16.17	34-5340-3210
Total DOUGLAS GROCERY:			19.52	
DOUGLAS HARDWARE HANK LLC				
357006	DISH SOAP	12/07/23	5.99	34-5340-3210
357006	PORCH/FLOOR SALT	12/07/23	37.99	34-5340-3210
357006	LED BULB	12/07/23	13.99	34-5340-3210
357006	AIR FRESHENER	12/07/23	4.49	34-5340-3210
357006	AIR FRESHENER	12/07/23	8.99	34-5340-3210
357006	AIR FRESHENER	12/07/23	15.99	34-5340-3210
357542	SUPER GLUE	01/31/24	19.98	10-5202-3210
357833	POST HOLE DIGGER	01/16/24	47.99	32-5502-3210
357833	PRY BAR	01/16/24	44.99	32-5502-3210
358247	FENCE STAPLES	02/01/24	10.36	10-5100-3210
358269	THREAD SEAL TAPE	02/02/24	5.56	31-5402-3210
358338	PAINT BRUSHES	02/05/24	5.37	10-5100-3210
358338	FOAM BRUSH	02/05/24	1.99	10-5100-3210
358346	CAULK	02/05/24	2.99	10-5100-3210
358346	BRUSH	02/05/24	2.39	10-5100-3210
358359	ROLLER COVER	02/06/24	9.98	10-5100-3210
358359	ROLLER	02/06/24	4.99	10-5100-3210
358359	FLAT BRUSH	02/06/24	8.59	10-5100-3210
358359	PAINT	02/06/24	45.99	10-5100-3210
358364	STAIN	02/06/24	13.99	10-5100-3210
358390	MULTI-CUT	02/07/24	9.98	32-5502-3210
358408	SHOVEL	02/07/24	14.99	10-5202-3210
358427	DOOR STOP	02/08/24	4.99	10-5100-3210
358431	CHISEL SET	02/08/24	27.99	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
358445	TAPE	02/08/24	6.99	10-5100-3210
358445	CONTACT CEMENT	02/08/24	13.99	10-5100-3210
358445	FLAT BRUSH	02/08/24	3.59	10-5100-3210
358454	CLEANER	02/08/24	1.79	10-5304-3210
358454	VACUUM	02/08/24	99.99	10-5304-3210
358454	BROOM/DUST PAN	02/08/24	12.99	10-5304-3210
358518	TWIST MOP	02/12/24	14.99	10-5304-3210
358518	COAT HOOK	02/12/24	9.18	10-5304-3210
358518	WALL PLATE	02/12/24	2.59	10-5304-3210
358530	CHIP BRUSH	02/12/24	4.98	10-5304-3210
358645	PRY BAR	02/16/24	51.99	34-5340-3220
358645	SWITCH	02/16/24	4.98	34-5340-3210
358645	BOX SWITCH	02/16/24	9.99	34-5340-3210
358645	WALL PLATE	02/16/24	8.59	34-5340-3210
358645	PLIERS	02/16/24	26.99	34-5340-3220
358645	WRENCH SET	02/16/24	59.99	34-5340-3220
358645	WIRE	02/16/24	249.99	34-5340-3210
358645	HAMMER	02/16/24	26.99	34-5340-3220
358645	SLEDGE HAMMER	02/16/24	25.99	34-5340-3220
358645	SQUEEGEE	02/16/24	35.99	34-5340-3210
358645	BROOM	02/16/24	22.99	34-5340-3210
358767	FASTENERS	02/22/24	1.69	10-5305-3210
358767	FASTENERS	02/22/24	1.95	10-5305-3210
358769	SPACKLE	02/22/24	4.99	10-5304-3210
358769	FASTENERS	02/22/24	1.44	10-5304-3210
358776	EXHAUST FAN	02/22/24	25.99	31-5402-3210
358872	LINE LEVEL	02/27/24	5.99	34-5340-3220
358872	POCKET LEVEL	02/27/24	5.99	34-5340-3220
358911	WEED PREVENTER	02/29/24	64.99	10-5304-3210
358928	SPRAY PAINT	02/29/24	25.98	10-5304-3210
K58592	MULTI-SCREW	02/14/24	14.99	10-5305-3220
Total DOUGLAS HARDWARE HANK LLC:			1,220.11	
DOUGLAS MOOSE LODGE 602				
022724	MEALS-EMPLOYEE APPRECIATION BANQUET	02/27/24	2,625.00	10-5100-3230
022724	MEALS-EMPLOYEE APPRECIATION BANQUET	02/27/24	103.50	10-5100-3230
022724	GRATUITY-EMPLOYEE APPRECIATION BANQUET	02/27/24	409.28	10-5100-3230
Total DOUGLAS MOOSE LODGE 602:			3,137.78	
ENERGY LABORATORIES INC				
604072	WATER SAMPLING	12/28/23	99.00	31-5401-2158
611238	WASTEWATER SAMPLING	02/08/24	58.00	32-5501-2158
611239	WASTEWATER SAMPLING	02/08/24	58.00	32-5501-2158
611311	WATER SAMPLING	02/08/24	132.00	31-5401-2158
612657	WASTEWATER SAMPLING	02/16/24	160.00	32-5501-2158
612681	WATER SAMPLING	02/16/24	99.00	31-5401-2158
613997	WASTEWATER SAMPLING	02/26/24	345.00	32-5501-2158
613999	WATER SAMPLING	02/26/24	666.00	31-5401-2158
Total ENERGY LABORATORIES INC:			1,617.00	
FERGUSON ENTERPRISES				
1481649	SHELL CUTTER	12/13/23	522.00	31-5402-3210
1481649	SHELL CUTTER	12/13/23	427.00	31-5402-3210
1481649	DRILL BIT	12/13/23	255.00	31-5402-3210
1481649	DRILL BIT	12/13/23	673.00	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
2229585	FAUCET	01/22/24	104.65	10-5304-3210
2229585	DELIVERY	01/22/24	14.99	10-5304-3210
Total FERGUSON ENTERPRISES:			1,996.64	
FLOYD'S TRUCK CENTER WY				
X302065235:01	CREDIT-HANDLE	12/18/23	238.77	34-5340-3210
X302066637:01	FUEL FILTER	02/06/24	153.51	10-5302-3210
X302067082:01	ALTERNATOR	02/23/24	319.55	33-5600-3210
Total FLOYD'S TRUCK CENTER WY:			234.29	
FOSTER, AUDREY				
022624	CREDIT BALANCE REFUND	02/26/24	89.71	01-11750000
Total FOSTER, AUDREY:			89.71	
FREEDOM MAILING SERVICE				
47155	UTILITY BILLING MAILING SERVICE	02/02/24	660.84	31-5400-2158
47155	UTILITY BILLING MAILING SERVICE	02/02/24	426.79	32-5500-2158
47155	UTILITY BILLING MAILING SERVICE	02/02/24	289.12	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,376.75	
GATHERING INC				
3	FUNDING ALLOCATION AGREEMENT	01/12/24	978.30	10-5110-8730
4	FUNDING ALLOCATION AGREEMENT	02/09/24	968.85	10-5110-8730
Total GATHERING INC:			1,947.15	
GRAHAM, TAMMY				
112523	BOOT REIMBURSEMENT	11/25/23	241.49	31-5402-3210
Total GRAHAM, TAMMY:			241.49	
GRANITE TELECOMMUNICATIONS				
635600159	TELEPHONE SERVICES	02/01/24	160.53	10-5100-2134
635600159	TELEPHONE SERVICES	02/01/24	78.43	10-5301-2134
635600159	TELEPHONE SERVICES	02/01/24	155.99	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			394.95	
H & H ELECTRIC LLC				
338611	GARAGE DOOR REPAIR	02/16/24	105.00	10-5301-2155
Total H & H ELECTRIC LLC:			105.00	
HAWKINS INC				
6689597	CYLINDERS	02/15/24	230.00	31-5401-3210
6695323	CHLORINE/SULFUR DIOXIDE	02/22/24	960.00	32-5501-3210
Total HAWKINS INC:			1,190.00	
HOMAX OIL SALES INC				
0661150-IN	GREASE	01/31/24	350.00	10-5302-3237
0662355-IN	DIESEL EXHAUST FLUID	02/13/24	169.95	10-5302-3237
0662355-IN	DRUM DEPOSIT	02/13/24	50.00	10-5302-3237
0662355-IN	DRUM CREDIT	02/13/24	50.00	10-5302-3237

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
0663504-IN	DIESEL	02/23/24	1,543.10	34-5340-3235
0663504-IN	WINTER ADDITIVE	02/23/24	15.50	34-5340-3235
CL25252	FUEL	01/31/24	38.44	10-5100-3235
CL25252	FUEL	01/31/24	58.62	10-5106-3235
CL25252	FUEL	01/31/24	42.79	10-5201-3235
CL25252	FUEL	01/31/24	2,070.80	10-5202-3235
CL25252	FUEL	01/31/24	172.68	10-5302-3235
CL25252	FUEL	01/31/24	435.93	10-5304-3235
CL25252	FUEL	01/31/24	2,872.42	10-5305-3235
CL25252	FUEL	01/31/24	121.83	31-5401-3235
CL25252	FUEL	01/31/24	543.41	31-5402-3235
CL25252	FUEL	01/31/24	80.24	31-5403-3235
CL25252	FUEL	01/31/24	121.83	32-5501-3235
CL25252	FUEL	01/31/24	543.36	32-5502-3235
CL25252	FUEL	01/31/24	1,822.88	33-5600-3235
CL25252	FUEL	01/31/24	88.56	34-5340-3235
CL25252	FUEL	01/31/24	100.87	10-5301-3235
Total HOMAX OIL SALES INC:			11,193.21	
INTERNAL REVENUE SERVICE				
020924	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/09/24	15,867.42	10-20000222
020924	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/09/24	22,883.87	10-20000223
020924	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/09/24	5,351.87	10-20000223
022324	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/23/24	15,878.31	10-20000222
022324	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/23/24	22,668.13	10-20000223
022324	PAYROLL DEDUCTION-941 TAX DEPOSIT	02/23/24	5,301.42	10-20000223
Total INTERNAL REVENUE SERVICE:			87,951.02	
INTERNATIONAL CODE COUNCIL INC				
Q15000018911	MEMBERSHIP	02/25/24	160.00	10-5106-2120
Total INTERNATIONAL CODE COUNCIL INC:			160.00	
JERRYS WELDING SERVICE				
29433	TUBE	01/22/24	89.10	31-5402-3210
29433	CUTTING	01/22/24	6.00	31-5402-3210
29433	PIPE	01/22/24	403.20	31-5402-3210
29433	TUBE	01/22/24	113.90	31-5402-3210
29433	CUTTING	01/22/24	6.00	31-5402-3210
Total JERRYS WELDING SERVICE:			618.20	
K2 TECHNOLOGIES				
CW5030483	SOPHOS LICENSE AGREEMENT	03/01/24	117.00	10-5103-2120
Total K2 TECHNOLOGIES:			117.00	
LARAMIE PEAK HUMANE SOCIETY				
2024.02-JAN	FUNDING ALLOCATION AGREEMENT	02/12/24	6,666.67	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			6,666.67	
LEXISNEXIS RISK DATA MANAGMENT INC				
6931103-20240131	ACCURINT INFORMATION SERVICES	01/31/24	106.09	10-5202-2156
69331103-20230731	ACCURINT INFORMATION SERVICES	07/31/23	106.09	10-5202-2156

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total LEXISNEXIS RISK DATA MANAGMENT INC:			212.18	
LITHIA OF CASPER LLC				
16690	VEHICLE	02/27/24	45,039.00	47-5470-6548
310748	DRIVESHAFT ASSEMBLY	02/20/24	497.76	10-5305-3210
311212	FLEX PLATE	02/22/24	51.05	31-5402-3210
311212	BOLTS	02/22/24	42.96	31-5402-3210
Total LITHIA OF CASPER LLC:			45,630.77	
MAIN STREET DOUGLAS				
11222	CONFERENCE FEE	02/28/24	199.00	10-5106-2123
11222	FLIGHT	02/28/24	659.92	10-5106-2123
11222	LODGING	02/28/24	368.35	10-5106-2123
Total MAIN STREET DOUGLAS:			1,227.27	
MARTIN/MARTIN WYOMING				
20-073-125720	FACADE EVALUATION	02/13/24	2,750.00	41-5410-9000
Total MARTIN/MARTIN WYOMING:			2,750.00	
MASA				
020924	PAYROLL DEDUCTION	02/09/24	95.00	10-20000225
Total MASA:			95.00	
MAYFIELD, TYLER				
111-9940706	BOOT REIMBURSEMENT	01/23/24	158.74	10-5302-3210
Total MAYFIELD, TYLER:			158.74	
MCCANDLESS TRUCK CENTER				
P107015378:01	PUSH ROD	02/06/24	79.08	32-5502-3210
P107015378:01	CRANKCASE BREATHER	02/06/24	622.99	32-5502-3210
P107015378:01	COMPRESSOR GASKET	02/06/24	46.43	32-5502-3210
P107015378:01	FRONT COVER SEALS	02/06/24	589.48	32-5502-3210
P107015378:01	OIL COOLER	02/06/24	844.66	32-5502-3210
P107015378:01	THERMOSTAT	02/06/24	123.56	32-5502-3210
P107015378:01	FREIGHT	02/06/24	50.00	32-5502-3210
P107015379:01	OIL SWITCH	02/06/24	195.91	32-5502-3210
P107015379:01	GASKET	02/06/24	13.25	32-5502-3210
P107015483:01	FUEL PRESSURE SENSOR	02/14/24	195.91	32-5502-3210
P107015483:01	FUEL LINE CONNECTOR	02/14/24	18.03	32-5502-3210
P107015483:01	FREIGHT	02/14/24	20.00	32-5502-3210
P107015511:01	CAMSHAFT POSITION SENSOR	02/16/24	189.51	32-5502-3210
P107015511:01	FREIGHT	02/16/24	20.00	32-5502-3210
Total MCCANDLESS TRUCK CENTER:			3,008.81	
MERITAIN HEALTH				
022624	HEALTH INSURANCE PREMIUM	02/26/24	37,044.63	39-5390-1023
022624	ADMINISTRATION FEES	02/26/24	7,944.30	39-5390-1058
Total MERITAIN HEALTH:			44,988.93	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
MIDLAND IMPLEMENT CO				
229995001	LABOR	12/06/23	62.50	10-5306-2155
229995001	LATCH	12/06/23	36.32	10-5306-2155
229995001	COVER	12/06/23	45.20	10-5306-2155
229995001	COVER	12/06/23	45.20	10-5306-2155
229995001	ACCESS PANEL	12/06/23	33.20	10-5306-2155
229995001	DECAL	12/06/23	1.92	10-5306-2155
229995001	PAN HEAD SCREW	12/06/23	2.90	10-5306-2155
229995001	SHOP SUPPLIES	12/06/23	7.50	10-5306-2155
229995001	WASTE DISPOSAL	12/06/23	5.00	10-5306-2155
Total MIDLAND IMPLEMENT CO:			239.74	
MISSION SQUARE RETIREMENT				
020924	Payroll Deduction	02/09/24	7,420.52	10-20000224
022324	Payroll Deduction	02/23/24	7,403.12	10-20000224
Total MISSION SQUARE RETIREMENT:			14,823.64	
MOTOROLA SOLUTIONS INC				
8281772580	LICENSE VIDEO MANAGER	12/05/23	1,000.00	10-5202-2156
8281772707	ANNUAL LICENSE-VIDEO SYSTEM	12/05/23	5,400.00	10-5202-2156
Total MOTOROLA SOLUTIONS INC:			6,400.00	
NORCO INC				
39993212	SPRAY BOTTLES	02/23/24	24.30	10-5304-3210
Total NORCO INC:			24.30	
NORMONT EQUIPMENT COMPANY				
31099	MAIN BROOMS	01/16/24	1,099.98	10-5305-3210
31099	DELIVERY CHARGE	01/16/24	164.44	10-5305-3210
Total NORMONT EQUIPMENT COMPANY:			1,264.42	
ONE CALL OF WYOMING				
70092	UTILITY LOCATES	02/28/24	29.38	31-5402-2120
70092	UTILITY LOCATES	02/28/24	29.37	32-5502-2120
70093	UTILITY LOCATES	02/08/24	3.75	10-5304-2120
70093	MEMBERSHIP	02/08/24	25.00	10-5304-2120
Total ONE CALL OF WYOMING:			87.50	
O'REILLY AUTOMOTIVE INC				
256700	COMPRESSOR OIL LUBE	02/01/24	49.98	34-5340-3210
256917	SHOCKS	02/02/24	100.28	10-5304-3210
257703	TAIL LAMP	02/09/24	21.28	33-5600-3210
257718	TAIL LAMP ASSEMBLY	02/09/24	40.95	33-5600-3210
257722	RETURN-TAIL LAMP	02/09/24	21.28	33-5600-3210
258000	FUSE	02/12/24	5.21	33-5600-3210
258000	LIGHT MOUNTING HARDWARE	02/12/24	3.79	33-5600-3210
258080	WIPER BLADES	02/12/24	66.48	10-5100-3210
258301	HOSE CLAMPS	02/15/24	19.18	32-5502-3210
258314	MICRO V-BELT	02/15/24	25.03	10-5302-3210
258320	BATTERY	02/15/24	284.50	10-5305-3210
258320	CORE CHARGE	02/15/24	18.00	10-5305-3210
258860	BRAKE FLUID	02/20/24	12.49	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
258860	BRAKE FLUID	02/20/24	29.99	10-5302-3210
259186	SHOCKS	02/23/24	94.92	10-5305-3210
259588	RETURN-CORE CHARGE	02/26/24	18.00	10-5305-3210
259687	HEX BIT SET	02/27/24	22.99	10-5302-3220
259700	TIRE PRESSURE SENSOR	02/27/24	109.60	10-5202-3210
259893	HYDRAULIC FILTER	02/29/24	26.99	10-5302-3210
Total O'REILLY AUTOMOTIVE INC:			892.38	
PAYMENTECH				
020924	RECORD CREDIT CARD PROCESSING FEE	02/09/24	248.09	31-5400-2158
020924	RECORD CREDIT CARD PROCESSING FEE	02/09/24	160.23	32-5500-2158
020924	RECORD CREDIT CARD PROCESSING FEE	02/09/24	108.54	33-5600-2158
Total PAYMENTECH:			516.86	
PEASLEY & ARMSTRONG LLP				
1116	LEGAL SERVICES	02/02/24	3,200.00	10-5100-2151
1116	LEGAL SERVICES	02/02/24	3,800.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			7,000.00	
PLAN ONE ARCHITECTS				
1	CITY HALL FACADE	02/15/24	8,000.00	57-5570-2153
2	CONSULTANT-COMMUNITY CENTER	02/15/24	2,000.00	10-5100-2158
Total PLAN ONE ARCHITECTS:			10,000.00	
POST AND ASSOCIATES				
10816	EMPLOYEE ASSISTANCE PROGRAM	02/27/24	1,500.00	10-5201-2158
Total POST AND ASSOCIATES:			1,500.00	
POWER HOUSE				
225889	REA MAIN SEAL	02/07/24	91.79	10-5306-3210
225889	SHIPPING	02/07/24	13.66	10-5306-3210
226017	SEAL KIT	02/20/24	152.60	10-5306-3210
226017	SHIPPING	02/20/24	7.86	10-5306-3210
Total POWER HOUSE:			265.91	
PROFORCE LAW ENFORCEMENT				
541825	RED DOT LIGHT	02/12/24	445.00	10-5202-3220
541825	RAIL MOUNT LIGHT	02/12/24	121.00	10-5202-3220
542487	RIFLE	02/20/24	1,075.00	10-5202-3220
542487	MAG	02/20/24	31.20	10-5202-3220
542487	REAR MOUNT	02/20/24	77.00	10-5202-3220
542487	FRONT MOUNT	02/20/24	64.00	10-5202-3220
Total PROFORCE LAW ENFORCEMENT:			1,813.20	
PROGRESSIVE COMMERCIAL AQUATICS LLC				
IC2272	POOL ASSESSMENT/DESIGN	02/23/24	6,700.00	55-5550-2153
Total PROGRESSIVE COMMERCIAL AQUATICS LLC:			6,700.00	
PTOLEMY GROUP INC				
8634	OFFICE 365	03/01/24	1,408.00	10-5103-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total PTOLEMY GROUP INC:			1,408.00	
RADDCO LLC				
75091	FUEL PUMP	02/05/24	131.74	10-5304-3210
75397	OIL FILTER	02/08/24	33.94	10-5302-3210
75549	BATTERY	02/12/24	107.19	32-5502-3210
75554	WIPER ARM	02/12/24	20.00	10-5304-3210
75564	FLANGE BOLT	02/12/24	6.14	32-5502-3210
75615	ELECTRONIC CLEANER	02/12/24	13.33	10-5302-3210
75854	ENGINE OIL	02/15/24	11.30	32-5502-3210
75860	GREASE GUN COUPLER	02/15/24	11.94	34-5340-3210
75945	HEADLIGHT BULB	02/16/24	34.99	10-5305-3210
75981	GASKET SEALER	02/16/24	21.15	32-5502-3210
75985	AIR BREAK ANTIFREEZE	02/16/24	25.29	34-5340-3210
75996	EPOXY	02/16/24	8.54	10-5302-3210
76331-1	ENGINE OIL	02/22/24	11.30	32-5502-3210
76339	ENGINE OIL	02/22/24	21.61	32-5502-3210
76341	RETURN-ENGINE OIL	02/22/24	11.30-	32-5502-3210
76543	TAPE	02/26/24	8.27	10-5305-3210
76664	ADHESIVE SEALANT	02/27/24	22.53	10-5302-3210
76685	AIR DRYER CARTRIDGE	02/27/24	80.59	10-5302-3210
76738	PAINT	02/28/24	25.74	34-5340-3210
76738	FUEL CYLINDER	02/28/24	134.28	34-5340-3210
76746	TANK VALVE	02/28/24	7.01	10-5305-3210
76746	BUSHING	02/28/24	2.91	10-5305-3210
76819	PURGE VALVE	02/29/24	17.99	10-5305-3210
76833	WD-40	02/29/24	35.87	31-5402-3210
Total RADDCO LLC:			782.35	
RAMSHORN CONSTRUCTION INC				
22-046-1	TETON WAY PROJECT	02/23/24	26,105.05	31-5840-6544
22-046-1	RETAINAGE	02/23/24	1,305.25-	31-20000210
22-046-1	TETON WAY PROJECT	02/23/24	68,635.36	56-5560-6544
22-046-1	RETAINAGE	02/23/24	3,431.77-	56-20000210
Total RAMSHORN CONSTRUCTION INC:			90,003.39	
RECORD DISTRIBUTING LLC				
29619	WORK LAMP	02/05/24	24.19	10-5305-3210
29685	CONNECTOR	02/06/24	6.92	10-5305-3210
29686	DIGITAL METER	02/06/24	38.49	10-5302-3210
29965	WIPER ARM	02/10/24	13.74	10-5304-3210
30000	RETURN-WIPER ARM	02/12/24	13.74-	10-5304-3210
30053	THREAD SEALANT	02/10/24	8.99	10-5302-3210
30472	CRANK POSITION SENSOR	02/21/24	56.69	32-5502-3210
30648	HEATED LAMP KIT	02/24/24	1,502.67	10-5305-3210
30676	SUPER GLUE	02/26/24	11.49	10-5302-3210
30679	RETURN-SUPER GLUE	02/26/24	11.49-	10-5302-3210
30679	DUCT TAPE	02/26/24	13.97	10-5302-3210
30691	RETURN-CRANK POSITION SENSOR	02/26/24	56.69-	32-5502-3210
30753	AIR GOVERNOR	02/27/24	72.80	10-5305-3210
Total RECORD DISTRIBUTING LLC:			1,668.03	
ROCKY MOUNTAIN POWER				
021324	ELECTRICITY SERVICES	02/13/24	7,721.37	10-5100-2131

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
021324	ELECTRICITY SERVICES	02/13/24	139.79	10-5201-2131
021324	ELECTRICITY SERVICES	02/13/24	603.44	10-5301-2131
021324	ELECTRICITY SERVICES	02/13/24	2,388.32	10-5304-2131
021324	ELECTRICITY SERVICES	02/13/24	401.65	10-5306-2131
021324	ELECTRICITY SERVICES	02/13/24	701.22	10-5307-2131
021324	ELECTRICITY SERVICES	02/13/24	2,492.76	31-5401-2131
021324	ELECTRICITY SERVICES	02/13/24	1,723.20	31-5402-2131
021324	ELECTRICITY SERVICES	02/13/24	6,430.76	32-5501-2131
021324	ELECTRICITY SERVICES	02/13/24	1,228.31	32-5502-2131
021324	ELECTRICITY SERVICES	02/13/24	887.82	34-5340-2131
022224	ELECTRICITY SERVICES	02/22/24	485.49	10-5301-2131
Total ROCKY MOUNTAIN POWER:			25,204.13	
RON'S SUPPLY LLC				
332886	LINER	02/28/24	49.99	32-5502-3210
332886	ELECTRODE	02/28/24	81.99	32-5502-3210
332886	NOZZLE	02/28/24	53.99	32-5502-3210
332886	SHIELD	02/28/24	26.99	32-5502-3210
Total RONS SUPPLY LLC:			212.96	
SAFEWAY STORES				
721083	ECLAIRS-AWARD BANQUET	02/26/24	20.97	10-5100-3230
721083	CREAM PUFFS-AWARD BANQUET	02/26/24	20.97	10-5100-3230
721083	BATTERIES-AWARD BANQUET	02/26/24	39.98	10-5100-3210
721083	BATTERIES-AWARD BANQUET	02/26/24	39.98	10-5100-3210
721083	BROWNIE BITES-AWARD BANQUET	02/26/24	19.47	10-5100-3230
721083	BROWNIE BITES-AWARD BANQUET	02/26/24	19.47	10-5100-3230
721083	LEMON SQUARES-AWARD BANQUET	02/26/24	17.97	10-5100-3230
721083	7 LAYER BARS-AWARD BANQUET	02/26/24	17.97	10-5100-3230
Total SAFEWAY STORES:			196.78	
SALT LAKE WHOLESALE SPORTS				
95431	AMMUNITION	01/30/24	470.00	10-5202-3210
95431	SHIPPING	01/30/24	12.00	10-5202-3210
Total SALT LAKE WHOLESALE SPORTS:			482.00	
SCHLICHTING, KIMBERLY				
022624	CREDIT BALANCE REFUND	02/26/24	144.30	01-11750000
Total SCHLICHTING, KIMBERLY:			144.30	
SHAVER, KERRI				
022624	CREDIT BALANCE REFUND	02/26/24	154.16	01-11750000
Total SHAVER, KERRI:			154.16	
SHIELDCO				
20230802-77-1	PUBLIC WORKS SIGN	01/10/24	8,430.00	57-5570-6542
Total SHIELDCO:			8,430.00	
SOUTHERN NEVADA ICC				
81400281	REGISTRATION-EDUCODE INTERNATIONAL CONFERENCE	02/14/24	450.00	10-5106-2122

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total SOUTHERN NEVADA ICC:			450.00	
STOTZ EQUIPMENT/GREENLINE EQUIP				
P03679	RETURN-SEAT BASE	10/24/23	221.40	10-5304-3210
P03679	RETURN-SHIPPING	10/24/23	56.14	10-5304-3210
PO5340	SEAT BASE CUSHION	02/02/24	337.53	10-5306-3210
PO5340	THROTTLE LINKAGE	02/02/24	33.79	10-5306-3210
Total STOTZ EQUIPMENT/GREENLINE EQUIP:			93.78	
TEXAS PNEUDRAULIC INC				
044008	AIR ACTUATOR	01/25/24	357.00	33-5600-3210
044008	SHIPPING	01/25/24	27.43	33-5600-3210
Total TEXAS PNEUDRAULIC INC:			384.43	
TJ INDUSTRIES				
134878	TIRES	02/19/24	1,142.00	31-5402-3210
Total TJ INDUSTRIES:			1,142.00	
TOP OFFICE PRODUCTS				
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	3.21	10-5301-2156
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	19.20	10-5301-2156
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	22.50	10-5106-2156
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	39.75	10-5106-2156
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	30.00	10-5100-2156
197657	COPIER MAINTENANCE AGREEMENT	01/25/24	201.30	10-5100-2156
Total TOP OFFICE PRODUCTS:			315.96	
UNITED EDUCATION INSTITUTE				
03-10-23-250	TRUCK DRIVING SCHOOL	10/20/23	2,052.50	31-5402-2122
03-10-23-250	TRUCK DRIVING SCHOOL	10/20/23	2,052.50	32-5502-2122
Total UNITED EDUCATION INSTITUTE:			4,105.00	
UNITED STATES POSTAL SERVICE				
022624	POSTAGE	02/26/24	500.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			500.00	
UNIVERSITY OF WYOMING				
022724	REGISTRATION-SAFETY CONGRESS	02/27/24	600.00	10-5305-2122
Total UNIVERSITY OF WYOMING:			600.00	
UPPER CASE PRINTING INC				
1477	UTILITY BILL CARD STOCK	02/20/24	1,077.12	31-5403-3210
1477	UTILITY BILL CARD STOCK	02/20/24	695.64	32-5502-3210
1477	UTILITY BILL CARD STOCK	02/20/24	471.24	33-5600-3210
Total UPPER CASE PRINTING INC:			2,244.00	
VERIZON WIRELESS				
021224	CELLULAR SERVICE	02/12/24	16.72	31-5402-2134
021224	CELLULAR SERVICE	02/12/24	16.72	32-5502-2134

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
021224	CELLULAR SERVICE	02/12/24	56.54	10-5102-2134
022724	CELLULAR SERVICE	02/27/24	772.31	10-5202-2134
022924	CELLULAR SERVICE	02/29/24	99.94	10-5106-2134
030424	CELLULAR SERVICE	03/04/24	40.01	10-5201-2134
030424	CELLULAR SERVICE	03/04/24	760.89	10-5202-2134
Total VERIZON WIRELESS:			1,763.13	
VISA-CONVERSE COUNTY BANK				
010224	SUPPLIES	01/02/24	14.99	10-5100-3210
012424	REGISTRATION-WYO OUTDOOR SUMMIT	01/24/24	75.00	10-5301-2122
013339	MEAL-WMMA/WGGA CONFERENCE	02/13/24	45.00	10-5304-2123
014587	MEAL-WMMA/WGGA CONFERENCE	02/14/24	100.65	10-5304-2123
014775	MEALS-FBI TRAINING	02/14/24	13.45	10-5202-2123
014972	LODGING-FBI TRAINING	02/14/24	135.83	10-5202-2123
020224	SUPPLIES	02/02/24	14.99	10-5100-3210
021224	CONNECT WISE SUBSCRIPTION	02/12/24	336.00	10-5103-2156
021224	CONNECT WISE SUBSCRIPTION	02/12/24	180.00	10-5103-2156
026399	MASKING TAPE	02/26/24	4.75	10-5100-3210
026399	GLASS GEMS	02/26/24	4.13	10-5100-3210
026399	GLASS GEMS	02/26/24	3.75	10-5100-3210
026399	TAX	02/26/24	.63	10-5100-3210
026464	HOT GLUE GUN	02/26/24	4.00	10-5100-3210
026464	HOT GLUE STICKS	02/26/24	1.25	10-5100-3210
10508088	LODGING-WAM CONVENTION	02/23/24	258.00	10-5101-2123
10508090	LODGING-WAM CONVENTION	02/23/24	258.00	10-5101-2123
10508091	LODGING-WAM CONVENTION	02/23/24	258.00	10-5101-2123
10508094	LODGING-WAM CONVENTION	02/23/24	258.00	10-5101-2123
10508095	LODGING-WAM CONVENTION	02/23/24	258.00	10-5101-2123
10508095	LODGING-WAM CONVENTION	02/23/24	258.00	10-5102-2123
10508096	LODGING-WAM CONVENTION	02/23/24	258.00	10-5201-2123
10508097	LODGING-WAM CONVENTION	02/23/24	258.00	10-5102-2123
10508098	LODGING-WAM CONVENTION	02/23/24	258.00	10-5301-2123
111-6594451	PAPER TRIMMER	02/08/24	98.36	10-5106-3210
113-4174297	FLASH DRIVE	02/05/24	13.99	10-5106-3210
113-4174297	NAVY RIBBON	02/05/24	8.99	10-5100-3210
113-4174297	FAIRY LIGHTS	02/05/24	37.98	10-5100-3210
113-4174297	GOLD RIBBON	02/05/24	8.99	10-5100-3210
122223	AD-POSITION VACANCY	12/22/23	524.00	10-5100-2115
1272-6178	REGISTRATION-WYO OUTDOOR SUMMIT	01/24/24	75.00	10-5304-2122
176585410	WY DOT DRIVERS SERVICE SKILLS TEST	02/16/24	85.00	10-5305-2122
176585410	SERVICE FEE	02/16/24	2.50	10-5305-2122
2398461976	AD-POSITION VACANCY	02/26/24	54.00	10-5100-2115
2398461976	AD-POSITION VACANCY	02/26/24	123.04	10-5100-2115
28011223	MEALS-WAM CONVENTION	02/23/24	98.50	10-5101-2123
28011223	MEALS-WAM CONVENTION	02/23/24	39.42	10-5102-2123
28011223	MEALS-WAM CONVENTION	02/23/24	19.71	10-5201-2123
28011223	MEALS-WAM CONVENTION	02/23/24	19.71	10-5301-2123
28226306	MEALS-WAM CONVENTION	02/21/24	193.60	10-5101-2123
28226306	MEALS-WAM CONVENTION	02/21/24	77.42	10-5102-2123
28226306	MEALS-WAM CONVENTION	02/21/24	38.71	10-5201-2123
28226306	MEALS-WAM CONVENTION	02/21/24	38.71	10-5301-2123
Total VISA-CONVERSE COUNTY BANK:			4,814.05	
WHEATLAND GARAGE DOOR LLC				
4271	DOOR REPLACEMENT	01/08/24	13,937.47	34-5895-6542

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WHEATLAND GARAGE DOOR LLC:			13,937.47	
WILDWOOD TREE SERVICE LLC				
020524	TREE TRIMMING/REMOVAL	02/05/24	6,860.00	10-5304-2158
020524	TREE TRIMMING/REMOVAL	02/05/24	7,000.00	10-5306-2158
022224	TREE TRIMMING/REMOVAL	02/22/24	16,440.00	10-5304-2158
Total WILDWOOD TREE SERVICE LLC:			30,300.00	
WW GRAINGER				
9009537847	LABEL CARTRIDGES	02/05/24	41.11	31-5401-3210
9009537847	LABEL CARTRIDGES	02/05/24	41.11	32-5501-3210
9009537847	LABEL CARTRIDGES	02/05/24	42.26	31-5401-3210
9009537847	LABEL CARTRIDGES	02/05/24	42.26	32-5501-3210
9009537847	LABEL CARTRIDGES	02/05/24	47.25	31-5401-3210
9009537847	LABEL CARTRIDGES	02/05/24	47.25	32-5501-3210
9010353267	FLAGS	02/06/24	55.24	10-5301-3210
9010353267	FLAGS	02/06/24	42.98	10-5301-3210
9014070883	PAPER TOWELS	02/08/24	60.15	10-5301-3210
9014070883	TOILET PAPER	02/08/24	79.24	10-5301-3210
9017120487	KLEENEX	02/12/24	53.45	10-5301-3210
9017120487	LENS CLEANER	02/12/24	8.72	10-5301-3210
9956998794	BATTERIES	01/09/24	75.62	31-5401-3210
Total WW GRAINGER:			636.64	
WY CHILD & FAMILY DEV INC				
022924-FEB	FUNDING ALLOCATION AGREEMENT	02/29/24	416.67	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			416.67	
WY DEPT OF ENVIRONMENTAL QLTY				
020-10110-24	STATE GUARANTEE TRUST FUND	02/23/24	4,402.91	34-5340-2157
Total WY DEPT OF ENVIRONMENTAL QLTY:			4,402.91	
WY DEPT OF TRANSPORTATION				
145808	LOCAL SHARE OF PARTICIPATING EXPENDITURES	02/01/24	15.64	10-5305-3210
Total WY DEPT OF TRANSPORTATION:			15.64	
WY MACHINERY COMPANY				
CRP07931621	RETURN-TUBE ASSEMBLY	01/06/24	167.51	34-5340-3210
PO7970635	FITTING	02/06/24	98.00	31-5402-3210
PO7970635	SHIPPING	02/06/24	1.96	31-5402-3210
PO7970636	JACK HAMMER PASTE	02/06/24	103.26	31-5402-3210
PO7970636	SHIPPING	02/06/24	2.07	31-5402-3210
PO7972642	FITTING	02/07/24	379.02	31-5402-3210
PO7972642	FITTING	02/07/24	98.00	31-5402-3210
PO7972642	SHIPPING	02/07/24	9.54	31-5402-3210
S2804001	JACK HAMMER ATTACHMENT	01/26/24	6,577.00	31-5402-6547
S2804001	JACK HAMMER ATTACHMENT	01/26/24	6,577.00	32-5502-6547
Total WY MACHINERY COMPANY:			13,678.34	
WY RETIREMENT SYSTEM				
020924	Payroll Deduction	02/09/24	63,402.35	10-20000224

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WY RETIREMENT SYSTEM:			63,402.35	
WY STATE DISBURSEMENT CENTER				
020924	Payroll Deduction	02/09/24	34.90	10-20000226
022324	Payroll Deduction	02/23/24	34.90	10-20000226
Total WY STATE DISBURSEMENT CENTER:			69.80	
WY SUPREME COURT				
022924	AUTOMATION FEE	02/29/24	750.00	10-20000208
022924	CIVIL LEGAL SERVICE FEES	02/29/24	260.00	10-20000208
Total WY SUPREME COURT:			1,010.00	
WYOPASS (WY PLANNING ASSOC)				
73	MEMBERSHIP	02/10/24	360.00	10-5106-2120
Total WYOPASS (WY PLANNING ASSOC):			360.00	
XPRESS BILL PAY				
020924	RECORD PAYMENT PROCESSING FEE	02/09/24	290.12	31-5400-2158
020924	RECORD PAYMENT PROCESSING FEE	02/09/24	187.36	32-5500-2158
020924	RECORD PAYMENT PROCESSING FEE	02/09/24	126.92	33-5600-2158
Total XPRESS BILL PAY:			604.40	
YOUTH DEVELOPMENT SERVICES				
022324-FEB	FUNDING ALLOCATION AGREEMENT	02/23/24	1,666.66	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.66	
Grand Totals:			801,810.13	

Approved By _____
City Manager

Date _____

Proclamation

WHEREAS, The American Legion was founded in March 1919 in Paris, France, by U.S. World War I military personnel stationed there who were dedicated to four pillars of service and advocacy: veterans, defense, youth, and Americanism; and

WHEREAS, The American Legion today consists of 55 departments in each of the 50 states as well as the District of Columbia, France, Mexico, the Philippines and Puerto Rico, operating through more than 12,500 local posts worldwide; and

WHEREAS, The current national membership is nearly 2 million, making The American Legion the largest veterans service organization in the nation, with an affiliated American Legion Auxiliary and Sons of The American Legion program, comprising an American Legion Family membership in excess of 3 million; and

WHEREAS, American Legion membership is open to military personnel and veterans who have served their nation on active duty during wartime, and eligibility has been open to all who have served on active duty and were honorably discharged since Aug. 2, 1990, the beginning of continuous U.S. armed conflict in the Middle East and other locations around the planet; and

WHEREAS, The American Legion has been instrumental in the creation of multiple major institutions of American society, including formation of the Department of Veterans Affairs, creation of U.S. Flag Code, passage of the GI Bill and more; and

WHEREAS, American Legion posts annually provide more than 3.7 million hours of volunteer service in their communities; donate more than 80,000 pints of blood to collection centers nationwide, making it the nation's single largest blood donor; award more than 8,000 medals to Junior ROTC students; sponsors more than 2,300 Scouting units serving more than 64,000 young people; awards more than \$4 million in college scholarships; and

WHEREAS, more than 3,000 American Legion service officers are continuously assisting with more than 750,000 veterans benefits cases worldwide at any one time; and

WHEREAS, The American Legion is the nation's leading ambassador organization to honor and remember the nation's military sacrifices, through thousands of memorials and monuments around the world; and

WHEREAS, The American Legion 105th Anniversary mantra is "Be the One" - an initiative that encourages American Legion Family members, veterans, servicemembers and others to take action when they believe a veteran is at risk of suicide.

NOW, THEREFORE, The City Council of the City of Douglas, do hereby proclaim March 15, 2024 as:

"American Legion Day"

IN WITNESS WHEREOF, we have hereunto set the our hands and caused to be affixed the official seal of the City of Douglas on this 11th day of March, 2024.

Kim Pexton, Mayor

Attest:

Ron McNare, Councilperson

Mary Nicol, City Clerk

Perry Hershberger, Councilperson

Matt Schmidt, Councilperson

John Bartling, Councilperson

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
K&R CONSTRUCTION, LLC				
1	SAND SALT BUILDING	01/31/24	34,600.00	57-5570-6544
1	RETAINAGE	01/31/24	1,730.00-	57-20000210
WPS-1	WASHINGTON PARK SHELTER	02/28/24	16,000.00	65-5650-6544
WPS-1	RETAINAGE	02/28/24	1,600.00-	65-20000210
Total K&R CONSTRUCTION, LLC:			47,270.00	
Grand Totals:			47,270.00	

Approved By _____
City Manager

Date _____

ORDINANCE NO. 1037

AN ORDINANCE AMENDING SECTION 8.20.190 REMOVAL OF SNOW AND ICE AND ADDING SECTION 10.92.080 SNOW EMERGENCY AND **NO PARKING SNOW** ROUTES

WHEREAS, the City Council finds and determines that the following changes, additions and clarifications need to be made in regard to the City of Douglas Municipal Code.

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

Section 1. Douglas Municipal Code 8.20.190 is hereby amended as follows:

8.20.190: Removal of snow and ice.

A. Sidewalks. Owners and/or occupants of property abutting a sidewalk shall, after a snowfall, remove snow, ice or slush from such sidewalks and maintain them free of the same. All persons or entities owning, occupying, or having control of certain premises, a building or an empty lot located within commercial zones in the City shall clear the sidewalks of snow, in front of or on the side of said premises, building or empty lot located adjacent to a public street after any snowfall accumulation by 5:00 am following the day. All persons owning, occupying, or having the control of premises, a residence, a building or empty lot located within all other zones in the City of Douglas shall cause such snowfall accumulation to be removed from sidewalks on the boundary of their premises, residence, building or empty lot within five (5) days. If any owner or occupant of the property fails to comply with this subsection, the city may, after a reasonable effort to contact the owner and/or occupant either in person or by telephone, have the snow ice or slush removed and charge the owner or occupant for the costs thereof, as provided in Section 8.20.070.

B. Except as provided for in subsection C below, it is unlawful for any person to remove snow from private property and place the same on a public right-of-way or sidewalk in such quantity, or in such a manner, as to cause a hazard to travel, without adequate arrangements for the immediate removal thereof. For the purposes of this ordinance, public right-of-way means the area on, below, or above a public roadway, highway, street, alley, bridge, sidewalk, or utility easement dedicated for compatible uses, but excepting therefrom any area between the sidewalk and the public roadway.

C. Persons owning or leasing property within the commercial zone for the City, as defined by the official City of Zoning Map, shall be allowed to push the snow, ice, and slush from their sidewalk into the public street subject to the following conditions.

- 1. The snow must be pushed into the street as provided for herein by 5:00 a.m. on the following day of a snow;
- 2. Snow may only be pushed into the streets from concrete or asphalt surfaces;

Section 2. Douglas Municipal Code 10.92.080 is created to read as follows:

10.92.080 – Snow Emergency and **No Parking Snow** Routes

A. Whenever the city manager or designee determines that due to snow, sleet, hail, freezing rain, or a forecast by the United States Weather Bureau of weather conditions that so warrant, he is authorized to declare a snow emergency **or declare a no parking snow route.**

B. The city manager or designee shall provide announcements to local radio stations and newspapers declaring a snow emergency **or a no parking snow route.** There shall be included in such announcements the time and date that parking prohibitions become effective pursuant to this section. When feasible, such announcements shall be disseminated to the local newspaper.

C. No vehicle may be parked or left standing on any designated **no parking** snow emergency route ~~during a snow emergency~~ **when declared.** This section does not apply to a fire department, law enforcement, utility department or public utility company, vehicle or an ambulance, responding to an emergency.

D. The city council may from time to time adopt and amend a snow and ice control plan, designating snow emergency routes, **designating no parking snow routes,** creating standards for declaration of a snow emergency,

designating the priorities for snow removal, and such other purposes as council shall determine. The snow and ice control plan is a public document which may be examined by any interested person at city hall upon request. On each street or portion of street upon which parking is otherwise permitted and which is designated a **no parking snow emergency** route, the city manager or designee shall cause to be posted, at reasonable intervals, traffic signs indicating that the street or portion of street has been designated as a **no parking snow emergency** route and that vehicles may be towed. The signs may use words, international symbols, or both. **The snow emergency and no parking snow routes are designated on the attached map.**

E. Whenever any vehicle, except an emergency vehicle responding to an emergency, is found parked or standing, attended or unattended, upon a **no parking snow emergency** route during a **no parking snow emergency route declaration**, the city manager or designee shall have the vehicle towed from the **no parking snow emergency** route and stored, both at the owner's expense.

F. Once declared, a snow emergency or **no parking snow route** exists until the city manager declares it terminated. Notice of termination of a snow emergency or **no parking snow route** shall be given by the same means as the announcement of the snow emergency or **no parking snow route**.

G. All authority granted the city manager or designee in this section may be exercised by the manager or any person designated by the city manager or designee.

H. The city council finds that notice of the location of snow emergency **and no parking snow routes** routes given by the snow and ice control plan and signs, and the declaration of snow emergencies **and no parking snow routes** given by announcement telephoned to local radio stations, are sufficient to notify all persons of the conduct prohibited by the ordinance codified in this section.

PASSED AND APPROVED ON FIRST READING this 26th day of February, 2024.

PASSED AND APPROVED ON SECOND READING this _____ day of _____, 20_____.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this _____ day of _____, 20_____.

Kim Pexton, Mayor

Attest:

Mary Nicol, City Clerk

Published: _____

ATTESTATION

I, Mary Nicol, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Mary Nicol, City Clerk

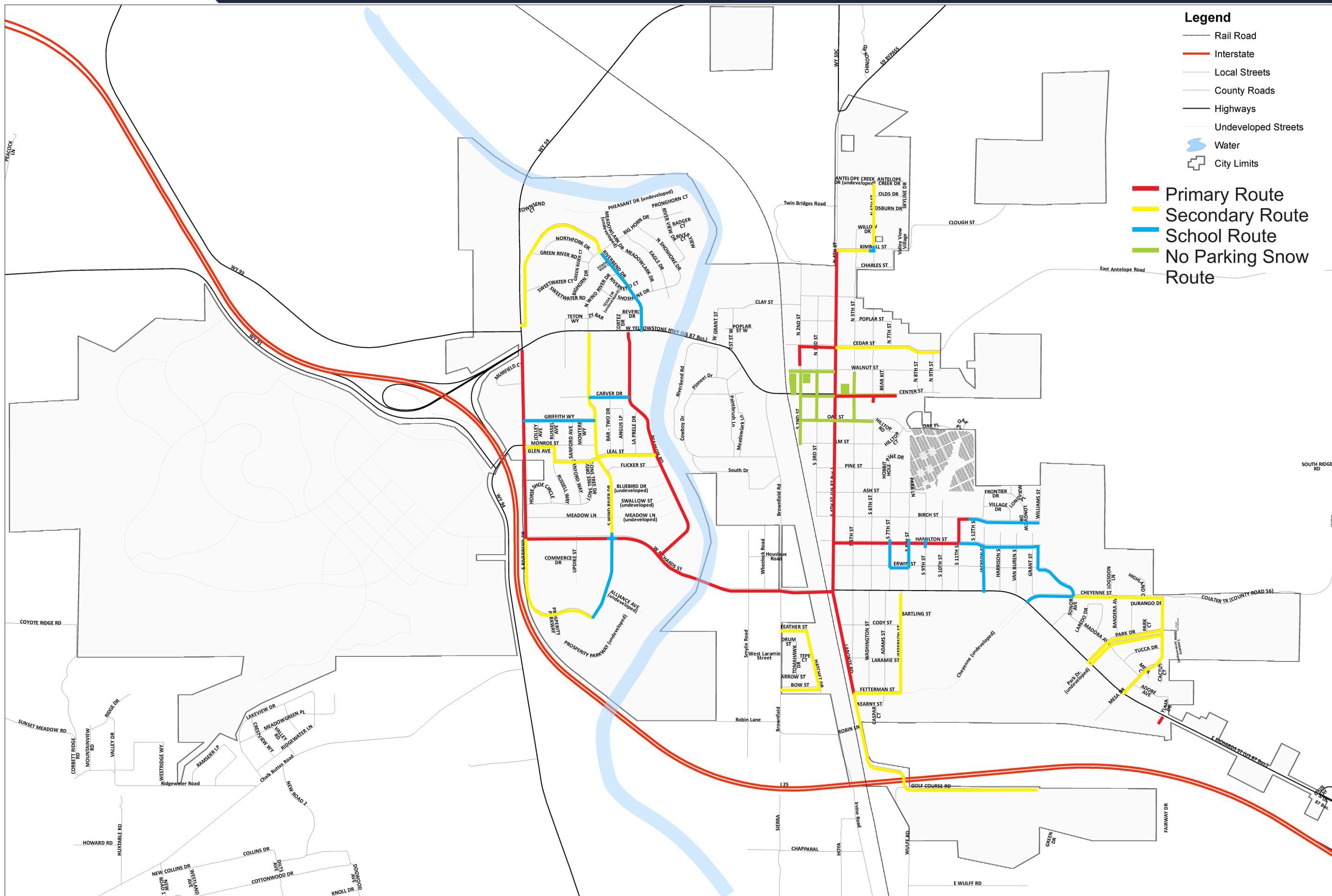


Snow Plow Map 2024

Legend

- Rail Road
- Interstate
- Local Streets
- County Roads
- Highways
- Undeveloped Streets
- Water
- City Limits

- Primary Route
- Secondary Route
- School Route
- No Parking Snow Route



ORDINANCE NO. 1038

AN ORDINANCE AMENDING SECTION 15.04.010(C) OF THE DOUGLAS MUNICIPAL CODE PERTAINING TO BUILDING PERMITS

WHEREAS, the City of Douglas (City) Council finds and determines that the following changes and clarifications need to be made in regard to the City of Douglas Municipal Code; and

WHEREAS, consideration has been given to ensure fairness to all City of Douglas residents and make new regulations reasonable.

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

Section 1. Section 15.04.010(C) of the Douglas Municipal Code is hereby amended to read.

C. The city shall be exempt from paying the fee for a plan review and for a building permit and the City Council may waive paying the fee for a building permit for non-profit organizations. Building permits shall be required per the adopted International Codes and the National Electrical Code.

PASSED AND APPROVED ON FIRST READING this 26 day of February, 2024.

PASSED AND APPROVED ON SECOND READING this day of , 2024.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this day of , 2024.

Kim Pexton, Mayor

Attest:

Mary Nicol, City Clerk

Published: _____

ATTESTATION

I, Mary Nicol, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Mary Nicol, City Clerk



Item

Award bid for Water Treatment Plant Clearwell Cleaning

Responsible Staff Contact

Josh Oberlander
John Harbarger

Recommendation

Recommend awarding the Water Treatment Plant Clearwell Cleaning to Ramshorn Construction for \$16,500.00

Executive Summary

This project will clean, disinfect, and document the Clearwell tank maintenance in the water treatment plant.

Background

The EPA requires that all water storage reservoirs must be cleaned and inspected at least once every five years. This project will document this process and satisfy our EPA requirement for maintenance of this water storage facility.

Alignment to Strategic Doing (SD) and/or Other Plans

<u>SD24 Outcome</u>	WCC
<u>SD24 Strategy</u>	Strategy #1
<u>SD24 KPI</u>	WCC-01
<u>2014 Master Plan</u>	Maintain Solid Infrastructure

Budget/Fiscal Impact

<u>Fund/Department</u>	Public Works/Water
<u>Project/Line Item(s)</u>	31-5856-6544
<u>Budgeted Amount</u>	\$75,000
<u>Anticipated Amount</u>	\$16,500 Plus Engineering

Action Requested/Recommended Motion

Recommend awarding the Water Treatment Plant Clearwell Cleaning to Ramshorn Construction for \$16,500.00 and authorize City Administrator JD Cox to sign all required documentation.

Reviewed/Approved

- | | |
|--|--|
| <input type="checkbox"/> Community Development | <input checked="" type="checkbox"/> Public Works |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> Legal |
| <input type="checkbox"/> City Administrator | <input checked="" type="checkbox"/> Finance |
| <input type="checkbox"/> City Clerk | |



March 1, 2024

J. D. Cox, City Manager
City of Douglas
P.O. Box 1030
Douglas, Wyoming 82633

Re: Recommendation of Award – Water Treatment Plant Clearwell Cleaning Project

Dear Mr. Cox:

Bids were received for the Water Treatment Plant Clearwell Cleaning Project on February 27th, 2024 at 2:00pm MST. A total of three (3) bids were received ranging in price from \$16,500.00 to \$64,307.00 for the Total Base Bid. There were no alternate bid items included in this project. A detailed breakdown of the bids is provided in the enclosed bid tabulation. The low bidder was Ramshorn Construction, Inc. with a Total Base Bid of \$16,500.00. The engineer's estimate for this project was \$25,000.00.

We have thoroughly reviewed the bid provided by Ramshorn Construction, Inc. The bid was accurate and complete. There are no discrepancies in their bid and the documents were completed properly. CEPI recommends award of the contract for the Water Treatment Plant Clearwell Cleaning Project to Ramshorn Construction, Inc in the full amount of \$16,500.00 for the Total Base Bid.

Please feel free to contact me if you have any questions or concerns.

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in black ink, appearing to read 'Nicholas Larsen', written in a cursive style.

Nicholas Larsen, P.E., City Engineer

Cc: John Harbarger, Public Works Director
Enc.

BID TABULATION
WATER TREATMENT PLANT CLEARWELL CLEANING PROJECT

Bid Date: February 27th, 2024 @ 2:00 P.M. MST

LS = Lump Sum	EA = Each	LF = Linear Feet	AC = Acre
SY = Square Yard	SF = Square Foot	CY = Cubic Yard	Ton = Ton

				Ramshorn Constuction, Inc.		Carr Coatings, LLC		Wayne Coleman Construction, Inc.	
Item	Description	Unit	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	Mobilization and Bonds	LS	1	\$1,500.00	\$1,500.00	\$2,450.00	\$2,450.00	\$6,307.00	\$6,307.00
2	Clearwell Cleaning Complete	LS	1	\$15,000.00	\$15,000.00	\$22,050.00	\$22,050.00	\$58,000.00	\$58,000.00
Total Base Bid					\$16,500.00		\$24,500.00		\$64,307.00



Item

Douglas Community Club Sand Top Dresser bid

Responsible Staff Contact

John Harbarger, Brandon Frye

Recommendations

Bid recommendation for New Sand Top Dresser to Stotz Equipment Co. in the amount of **\$21,300.00**

Executive Summary

Per the request, from the Douglas Community Club, the Douglas Parks Dept. has solicited bids for a New Sand Top Dresser. \$20,000 was budgeted. The City of Douglas opened bids on February 27th 2024. The request for bids was posted on our website as well as advertised in the newspaper for two weeks. Two bids were provided as follows.

Midland Implement Company, Billing Mt \$21,812.00
5% In state preference factor add \$1,090.60
Total comparative Bid \$22,902.60

Stotz Equipment Company, Evansville Wy \$21,300.00

Background

This is part of an ongoing goal to help the Douglas Community Club in maintaining the City of Douglas Golf Course.

Alignment to Strategic Goals and/or Other Plans

2021 Strategic Plan :

Offer Great Choices for living working and playing
Continue Parks Improvements

Budget/Fiscal Impact

Fund/Department	General Fund Equipment Reserve
Project/Line Item(s)	Equipment/Furniture
Budgeted Amount	\$20,000
Anticipated Amount	\$21,300

Action Requested/ Recommended Motion

Accept bid proposal from Stotz Equipment Co. and authorize the city administrator to sign all associated documents.



CITY OF **DOUGLAS** WYOMING
HOME OF THE JACKALOPE.

Agenda Item Report City Council - March 11th 2024

Reviewed/Approved

- Community Development
- Law Enforcement
- City Administrator
- City Clerk

- Public Works
- Legal
- Finance



CITY OF DOUGLAS

Bid Specifications and Contract Documents for

Sand Top Dresser

Parks Department

Douglas City Hall

101 N. 4th Street

PO Box 1030

Douglas, WY 82633

Public Works Dept.

420 W. Grant Street

PO Box 1030

Douglas, WY 82633

TABLE OF CONTENTS

Check if Included	Document Description
✓	1. Instructions to Bidders and Call for Bids (Legal Advertisement and Detailed Notice)
✓	2. Bid Information and Forms:
✓	a. Schedule of Prices
✓	b. Bid Bond – Vehicles and Equipment
✓	c. Signature Page
✓	3. Notice of Award – Vehicles and Equipment
✓	4. Specifications

All items checked are in this packet.

End of Section



CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
January 24th, 2024

1. DEFINED TERMS

- A. The term “OWNER” means the City of Douglas, a municipal corporation, located at 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633.
- B. The term “BIDDER” means the individual person or company who submits a bid directly to the Owner and is distinct and separate from a sub-bidder, who submits a bid to a Bidder.
- C. The term “SUCCESSFUL BIDDER” means the lowest, qualified, responsible, and responsive Bidder who receives the project award based on the Owner's evaluation.
- D. The term “BIDDING DOCUMENTS” includes the instructions to bidders, the bid form (including bid schedule, if applicable), drawings, specifications, and all other proposed documents (including all addenda issued prior to receipt of bids, if applicable).

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New Specified Sand Topdresser, Parks Department.** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00 PM MST February 27th , 2024**, and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at **Public Works Dept. 420 W. Grant Street** or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form and accompanied by bid security payable to the City of Douglas as prescribed in the bidding documents in an amount not less than five percent (5%) of the amount bid. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.

/s/ Mary Nicol, City Clerk; Published: **February 14th & 21st**, 2024, Douglas Budget

**CITY OF DOUGLAS
BID INFORMATION AND FORMS**

1. Sealed bids will be received until **2:00 PM, February 27th, 2024** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for **One New Specified Sand Topdresser, Parks Department**. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked New **“One New Specified Sand Topdresser, Parks Department.”** with the bidder’s name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained by contacting **Brandon Frye Parks Superintendent by emailing to parks@cityofdouglas.org or Public Works 420 W. Grant Street, Douglas Wyoming 82633, or on the City of Douglas website, www.cityofdouglas.org, under “Bid Postings/Related Documents” section.**
4. Delivery will be accepted 120 days after notice of award, F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. A certified check, cashier’s check, or bid bond in the amount of five percent (5%) of the total amount of the bid, including allowances, additive alternates, trade-ins, and concessions, must accompany each bid and must be payable without condition to the Owner as a guarantee that the Bidder will provide specified unit(s). The City of Douglas will allow a 5% preference to Wyoming residents. Bids may be subject to the Wyoming Preference Act. Bidders will supply a Certificate of Residency in compliance with the Wyoming Department of Labor and Statistics.
6. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
7. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall be made upon request to City of Douglas, ADA Coordinator JD Cox at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.

8. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.
9. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section



SCHEDULE OF PRICES

Company Name: Stotz Equipment

Mailing Address: 352 Blackmore Rd Evansville WY 82636
 to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated January 24th, 2024.

BID ITEM DESCRIPTION

Year – Make – Model: <u>2024 Turbo 1550</u>	
Base Bid:	\$ <u>21300⁰⁰</u>
Option #1: (Describe)	\$
Option #2: (Describe)	\$
Less Trade-In (Describe)	-\$
Less Government Concessions:	-\$
Total Bid Amount:	\$ <u>21300⁰⁰</u>

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. A bid bond or certified or cashier's check made payable to the City of Douglas, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: AK

Printed Name & Title of Signer: AI Kiser

Company Name & Address of Bidder: Stotz Equipment
352 Blackmore Rd Evansville WY 82636

(Proposal must be filled out, signed and submitted with the bid document)

End of Section

.....

BID BOND – VEHICLES, EQUIPMENT

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, _____ as Principal, and _____ as surety, are hereby held and firmly bound unto _____ as Owner in the penal sum of _____ for payment of which, we and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City of Douglas, Wyoming, a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing for **One New Specified Sand Topdresser, Parks Department**.

NOW, THEREFORE,

- a. If said bid shall be rejected, or
- b. If said bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said bid) and shall furnish a Performance/Contractor's Bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all respects perform the agreement created by the acceptance of said bid, then this obligation shall be void. Otherwise, the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall in no way be impaired or affected by any extension of the time within which the Owner may accept such bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

PRINCIPAL:

By: _____ (seal)

SURETY:

By: _____ (seal)

IMPORTANT: Surety companies executing BONDS must appear in the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Wyoming.

End of Section



SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: Al Kiser doing business as: Stotz Equipment
(Name)
Address: 352 Blackmore Rd Phone: 307-797-2190
Evansville WY

A PARTNERSHIP

By: _____ (seal)

(Firm Name)

(General Partner)

Business Address: _____ Phone: _____

A CORPORATION

By: _____ of _____
(Corporation Name) (State of Incorporation)

By: _____
(Signature) (Title)

ATTEST: _____ (Corporate Seal)

Business Address: _____ Phone: _____

A JOINT VENTURE

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

(Each member of the joint venture must sign; attach additional sheet if necessary.)

**CITY OF DOUGLAS, WYOMING
NOTICE OF AWARD**

Bidder Initials: AK
Page 8 of 12

EQUIPMENT & VEHICLES

Name of Company	
Attention To	
Mailing Address	
City/State/ZIP	

Project (as it appears on Bid documents)	
Contract Price	

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated January 24th, 2024. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	
Base Bid:	\$
Option #1: (Describe)	\$
Option #2: (Describe)	\$
Less Trade-In (Describe)	-\$
Less Government Concessions:	-\$
Total Bid Amount:	\$

You are required, as set forth in the bid specifications, to execute any required documentation within ten (10) days from the date of this notice and return to the Owner. Failure to comply with these conditions within the time specified will entitle Owner to consider your bid in default, to annul this Notice of Award, and to declare your bid security forfeited.

Other conditions or precedents, if any:

None.

Dated this ___ day of _____, 20__.

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

Bidder Initials: AK
Page 9 of 12

Meets Specifications

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: JD Cox City Administrator

Printed Name: _____

Title: _____

Please sign and send back to: City of Douglas, Attn: City Clerk
P.O. Box 1030, Douglas, WY 82633

End of Section



SPECIFICATIONS

Specifications are for **One New Specified Sand Topdresser, Parks Department**. These are the minimum specifications for this unit; you must meet or exceed these specifications. If indication "No" is marked to any specifications, you must provide on a separate sheet of paper an explanation of the item that you would supply in place of the specified item. Any item not marked may result in rejection of the bid.

SCOPE: The vehicle or equipment being specified will be assigned to the **Douglas Community Club** and will be used within the City of Douglas as follows:

For weekly sand spreading on greens, tee boxes, and fairways at the Douglas Community Club, by broadcast spreading the sand, evenly using calculated measures.

MEETS SPECIFICATIONS		YES	NO
I. Engine			
1.	12 horse power or more	✓	
2.	Single or dual cylinder	✓	

MEETS SPECIFICATIONS		YES	NO
II. Pull behind models			
1.	Must be a pull behind trailer type not vehicle mounted	✓	

MEETS SPECIFICATIONS		YES	NO
III. Hopper Capacity and size			
1.	20 cubic feet to 25 cubic feet or more	✓	
2.	80 inch by 36 inch or slightly more	✓	

MEETS SPECIFICATIONS		YES	NO
IV. Spread Width and Application			
1.	Spread width must be variable to spread from 10 foot up to 40 foot	✓	
2.	Spread application must be variable from .40 cubic feet up to 12 cubic feet per 1000 cubic feet	✓	

MEETS SPECIFICATIONS		YES	NO
V. Tires			
1.	4-Ply, 26x14x12 or more	✓	

MEETS SPECIFICATIONS		YES	NO
VI. Weight			
1.	Tow behind model with engine	✓	
2.	Must not exceed 1400lbs	✓	

MEETS SPECIFICATIONS		YES	NO
VII. Ground Speed			
1.	Up to 8 mph or more	✓	

MEETS SPECIFICATIONS		YES	NO
VIII. Operator Control or Computer smart Control			
1. Programmable presets allowing you to switch between widths and rates as you move		✓	
2. Onboard rate Calculator		✓	
3. Instant throttle down control		✓	
4. Instantaneous belt and spinner speed control		✓	

MEETS SPECIFICATIONS		YES	NO
IX. Conveyor Belt			
1. 18 inch or more		✓	
2. Wide surface composition that can handle pebbles		✓	
3. Heavy duty polyester cord or similar		✓	

MEETS SPECIFICATIONS		YES	NO
X. Metering Gate			
1. Manual or Automatic operation		✓	
2. Sand calibration must be able to go from light spread to heavy spread		✓	

MEETS SPECIFICATIONS		YES	NO
XI. Spinner Angle			
1. Must have an adjustable spinner angle to help drive sand into the turf canopy		✓	

MEETS SPECIFICATIONS		YES	NO
XII. Drive			
1. Engine mounted on topdresser driving hydraulics to run spinner and belt		✓	

MEETS SPECIFICATIONS		YES	NO
XIII. Operators Manual			
1. One operators manual and one service manual		✓	

MEETS SPECIFICATIONS		YES	NO
XIV. Warranty			
1. 3 year warranty		✓	

End of Section



JOHN DEERE



Quote Id: 30404965

Prepared For:
CITY OF DOUGLAS



STOTZ
EQUIPMENT

We make your life easier!

Prepared By: **Allan Kiser**

Stotz Equipment
352 Blackmore Road
Evansville, WY 82636

Tel: 307-265-1870
Mobile Phone: 307-797-2190
Fax: 307-265-8634
Email: akiser@stotzeq.com

Date: 20 February 2024

Offer Expires: 29 March 2024

Confidential



Quote Summary

Prepared For:
CITY OF DOUGLAS
101 N 4TH ST
DOUGLAS, WY 82633
Business: 307-358-3462

Prepared By:
Allan Kiser
Stotz Equipment
352 Blackmore Road
Evansville, WY 82636
Phone: 307-265-1870
Mobile: 307-797-2190
akiser@stotzeq.com

Customer agrees to read Operator's Manual before operation of equipment.

Quote Id: 30404965
Created On: 20 February 2024
Last Modified On: 20 February 2024
Expiration Date: 29 March 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
TURFCO 1550	\$ 23,448.00	\$ 21,300.00 X	1 =	\$ 21,300.00
Equipment Total				\$ 21,300.00

Quote Summary

Equipment Total	\$ 21,300.00
SubTotal	\$ 21,300.00
Total	\$ 21,300.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 21,300.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 30404965

Customer: CITY OF DOUGLAS

TURFCO 1550				
Hours:	0			Suggested List
Stock Number:				\$ 23,448.00
				Selling Price
				\$ 21,300.00
Code	Description	Qty	Unit	Extended
85836	TurfCo 1550 Top Dresser	1	\$ 22,248.00	\$ 22,248.00
Other Charges				
	Freight	1	\$ 800.00	\$ 800.00
	Setup	1	\$ 400.00	\$ 400.00
	Other Charges Total			\$ 1,200.00
Suggested Price				\$ 23,448.00
Customer Discounts				
Customer Discounts Total			\$ -2,148.00	\$ -2,148.00
Total Selling Price				\$ 21,300.00

LANDSCAPE PROFESSIONALS

GOLF COURSE

SPORTS TURF



[← Continue Shopping](#)

WIDESPIN 1550 BROADCAST TOPDRESSER

The Turfco WideSpin™ 1550 was designed to help you achieve your agronomic goals, increase staff productivity and free up your time. With Turfco's patented hydraulic system and spinner design, along with our Smart Controller, you can be confident you're getting the application you want every time. Reduce up to 720 passes per year and minimize turf traffic to achieve the most playable, beautiful golf course.



[REQUEST A DEMO](#)



FIND YOUR DEALER

GET A FREE CATALOG

OVERVIEW

The "Turfco Edge" started with listening to what frustrates superintendents when it comes to topdressing. We heard they were tired of doing wheel-to-wheel spreads, overlapping spreads, dealing with complicated mechanical adjustments, and wasting time checking in with their crews to verify spread settings.

The WideSpin™ 1550 solves these problems, and more. Calculating and knowing your rates is easier. Adjusting settings is easier. Saving preferred settings is easier. Loading is easier. Topdressing greens, approaches and tees at the same time is easier. And getting the exact spread you want, every time, is easier.

Our unique design makes it easy to get whatever width and rate you want, without having to do mechanical adjustments. You can save your preferred applications into nine programmable presets, changing widths and rates on the fly, increasing productivity, eliminating guesswork and freeing up your time.

WideSpin 1550 topdressers are available in truck-mounted and tow-behind models with engine or hydraulic power options. You can choose between Standard Electronic Control or

KEY FEATURES

- ✓ Get the exact spread you want as you move from greens to approaches to tees, at the push of a button.
- ✓ Know your application rates, and determine how much material you need to budget – all for the first time ever with our on-board calculator.
- ✓ Reduce the number of passes and decrease traffic on your greens with WideSpin edge-to-edge applications.
- ✓ Drive topdressing down into the turf canopy by adjusting the spinner angle, minimizing the need for brushing and eliminating variations in spread due to moisture content (spreads the same wet or dry).
- ✓ Refill the hopper faster and with less spillage – galvanized hopper has 20% greater capacity and wide opening fits an 80" bucket.
- ✓ Three year warranty



upgrade to our patented digital Smart Controller. Standard Electronic Control models are easy to use and offer good value for the money. Smart Controller models offer rate calculation and programmable presets for greatest productivity and labor savings.



BEST SPREAD IN THE INDUSTRY

For the first time ever, you can set up and save your applications one time – then get your perfect spread every time. With Turfco's patented technologies, you can reduce greens passes, minimize turf traffic, and get a more consistent spread.

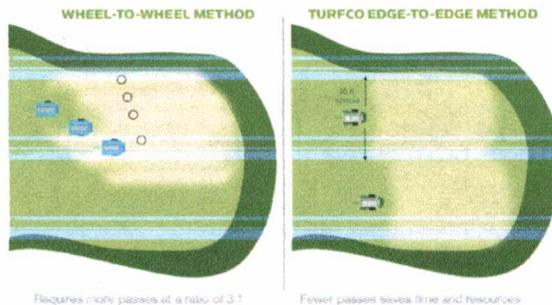
FIND YOUR DEALER

GET A FREE CATALOG



REDUCED PASSES

Save time and reduce wear on your greens with Turfco's patented WideSpin™ edge-to-edge technology. Decrease the number of passes on your greens by up to 720 times per year* as compared to the wheel-to-wheel method. Improve productivity and save time; unique 30-foot wide, even spread makes it possible to cover an average-size green in just two passes. Dramatically reduce traffic on your greens, reducing the potential for soil compaction and hydraulic leaks. *18 greens, 10 times a year.



Next Generation Control and Display

Having to reset your applications each time you go out is a thing of the past. Now you can **save up to nine different presets** with upgraded smart control and Display. You can preset different applications for greens, tees, and approaches. Customize your rates by season and set different widths while keeping the same



rate. Get more productive, eliminate guesswork, and free up your time with the WideSpin 1550.

- **The Right Spread Every Time** - Get the exact speed you want as you move from greens to approaches to tees, at the push of a button.
- **Know Your Numbers** - On-board calculator lets you know your application rates, calculate the rates you want, input speeds, and determine how much material you need to budget.
- **Get It Done Fast** - Reduce the number of passes and decrease traffic on your greens with WideSpin 1550 edge-to-edge applications.
- **Eliminate Extra Work** - Drive topdressing down into the turf canopy by adjusting the spinner angle, minimizing the need for brushing and eliminating variations in moisture content (wet or dry).
- **Bright Display** - Bright visuals for a clear and vibrant display even in full sun.

VIDEO

FEATURES

SPECIFICATIONS

TESTIMONIALS

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ADJUSTABLE SPINNER

Drive topdressing down into the turf canopy by adjusting the spinner angle, minimizing the need for brushing and eliminating variations in moisture content (spreads the same wet or dry).



LARGER HOPPER

Large, galvanized steel hopper has increased capacity and is wider, making it easier to fill and less often! Refill the hopper faster and with less spillage – has 20% greater capacity and wider opening fits an 80" bucket.

GET A FREE CATALOG FIND YOUR DEALER

SPECIFICATIONS

Model

Tow-Behind 1550 Models: Engine-powered w/Smart Control (#85836); Engine-powered w/Standard Electronic Control (#85831); Hydraulic-powered w/Smart Control (#85834); Hydraulic-powered w/Standard Electronic Control (#85825)

Warranty

3 Years



Engine / Models	14 HP 400cc Briggs and Stratton Vanguard (engine-powered models only)
Operator Control	SMART: 3-position switch; 9 programmable presets; onboard rate calculator; instantaneous belt and spinner speed control; instant throttle down control (engine powered) STANDARD Electronic: Standard 3-position switch with manual control for spinner and belt speed
Weight	Tow-Behind Models: Engine-powered: 1,324 lbs (601 kg); Hydraulic-powered: 1,021 lbs (463 kg) Truck-Mounted Models: 710 lbs w/o mounting (322 Kg)
Hopper Capacity	21 ft ³ (0.59 m ³) struck level; 25 ft ³ (0.71 m ³) heaped
Hopper Size	80" x 36.5" (2.03 x 0.92 m) at the top
Spreading Width	12' up to 40' (2.7 up to 12 m)
Spread Application	0.45 ft ³ per 1,000 ft ³ up to 12 ft ³ per 1,000 ft ³
Ground Speed	Up to 8 MPH (12.8 km/h)
Conveyor Belt	18" (0.46 m) wide pebble surface composition with heavy-duty polyester cord
Metering Gate	Manually operated with Light Spread/Heavy Spread Calibrations
Drive	Engine Powered: Engine powered Hydraulics / Hydraulic Powered: Tow vehicle powered hydraulics
Wheels	4 Ply 26.5 x 14.00 x 12 Turf (tow-behind model)

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SCHEDULE OF PRICES

Company Name: Midland Implement Company, Inc.

Mailing Address: 402 Daniel Street Billings, Montana 59101
to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated January 24th, 2024.

BID ITEM DESCRIPTION

Year – Make – Model: 2023 Turfco WideSpin 1550 85830	
Base Bid:	\$ 21,812.00
Option #1: (Describe)	\$ ----
Option #2: (Describe)	\$ ----
Less Trade-In (Describe)	\$ ----
Less Government Concessions:	\$ ----
Total Bid Amount:	\$ 21,812.00

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. A bid bond or certified or cashier’s check made payable to the City of Douglas, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: 

Printed Name & Title of Signer: Randall Pates VP/Owner

Company Name & Address of Bidder: Midland Implement Company, Inc.

402 Daniel Street Billings, Montana 59101

(Proposal must be filled out, signed and submitted with the bid document)

End of Section



SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: _____ doing business as: _____
(Name)

Address: _____ Phone: _____

A PARTNERSHIP

By: _____ (seal)
(Firm Name)

(General Partner)

Business Address: _____ Phone: _____

A CORPORATION

By: Midland Implement Co., Inc. of Montana
(Corporation Name) (State of Incorporation)

By: Randall Bates VP
(Signature) (Title)

ATTEST: Jamie Wandler (Corporate Seal)

Business Address: 402 Daniel Street _____ Phone: 406.248.7771 _____

Billings, Montana 59101

A JOINT VENTURE

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

(Each member of the joint venture must sign; attach additional sheet if necessary.)

SPECIFICATIONS

Specifications are for **One New Specified Sand Topdresser, Parks Department**. These are the minimum specifications for this unit; you must meet or exceed these specifications. If indication “No” is marked to any specifications, you must provide on a separate sheet of paper an explanation of the item that you would supply in place of the specified item. Any item not marked may result in rejection of the bid.

SCOPE: The vehicle or equipment being specified will be assigned to the **Douglas Community Club** and will be used within the City of Douglas as follows:

For weekly sand spreading on greens, tee boxes, and fairways at the Douglas Community Club, by broadcast spreading the sand, evenly using calculated measures.

		MEETS SPECIFICATIONS	YES	NO
I.	Engine			
1.	12 horse power or more		Y	
2.	Single or dual cylinder		Y	

		MEETS SPECIFICATIONS	YES	NO
II.	Pull behind models			
1.	Must be a pull behind trailer type not vehicle mounted		Y	

		MEETS SPECIFICATIONS	YES	NO
III.	Hopper Capacity and size			
1.	20 cubic feet to 25 cubic feet or more		Y	
2.	80 inch by 36 inch or slightly more		Y	

		MEETS SPECIFICATIONS	YES	NO
IV.	Spread Width and Application			
1.	Spread width must be variable to spread from 10 foot up to 40 foot		Y	
2.	Spread application must be variable from .40 cubic feet up to 12 cubic feet per 1000 cubic feet		Y	

		MEETS SPECIFICATIONS	YES	NO
V.	Tires			
1.	4-Ply, 26x14x12 or more		Y	

		MEETS SPECIFICATIONS	YES	NO
VI.	Weight			
1.	Tow behind model with engine		Y	
2.	Must not exceed 1400lbs			

		MEETS SPECIFICATIONS	YES	NO
VII.	Ground Speed			
1.	Up to 8 mph or more		Y	

MEETS SPECIFICATIONS		YES	NO
VIII. Operator Control or Computer smart Control			
1. Programmable presets allowing you to switch between widths and rates as you move	Y		
2. Onboard rate Calculator	Y		
3. Instant throttle down control	Y		
4. Instantaneous belt and spinner speed control	Y		

MEETS SPECIFICATIONS		YES	NO
IX. Conveyor Belt			
1. 18 inch or more	Y		
2. Wide surface composition that can handle pebbles	Y		
3. Heavy duty polyester cord or similar	Y		

MEETS SPECIFICATIONS		YES	NO
X. Metering Gate			
1. Manual or Automatic operation	Y		
2. Sand calibration must be able to go from light spread to heavy spread	Y		

MEETS SPECIFICATIONS		YES	NO
XI. Spinner Angle			
1. Must have an adjustable spinner angle to help drive sand into the turf canopy	Y		

MEETS SPECIFICATIONS		YES	NO
XII. Drive			
1. Engine mounted on topdresser driving hydraulics to run spinner and belt	Y		

MEETS SPECIFICATIONS		YES	NO
XIII. Operators Manual			
1. One operators manual and one service manual	Y		

MEETS SPECIFICATIONS		YES	NO
XIV. Warranty			
1. 3 year warranty	Y		

End of Section

Widespin™ 1550 Broadcast Topdresser The Best Spread in the Industry.



The Turfco Edge: The Innovation Continues

The *Turfco Edge* started with listening to what frustrates superintendents when it comes to topdressing. We heard they were tired of doing wheel-to-wheel spreads, overlapping spreads, dealing with complicated mechanical adjustments, and wasting time checking in with their crews to verify spread settings.

The **Widespin™ 1550** solves these problems, and more. Calculating and knowing your rates is easier. Adjusting settings is easier. Saving preferred settings is easier. Loading is easier. Topdressing greens, approaches and tees at the same time is easier. And getting the exact spread you want, every time, is easier.

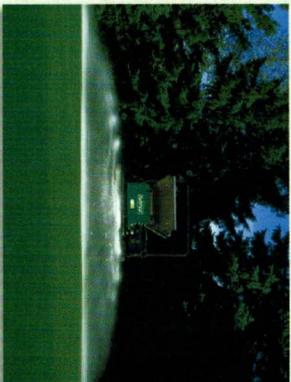
Widespin 1550 topdressers are available in truck-mounted and tow-behind models with engine or hydraulic power options. You can choose between electronic control or upgrade to our patented digital smart controller. Electronic control models are easy to use and offer good value for the money. Smart controller models offer rate calculation and eight programmable presets for greatest productivity and labor savings.



Larger hopper increases capacity up to 20% and makes loading even easier with the widest hopper in the industry.



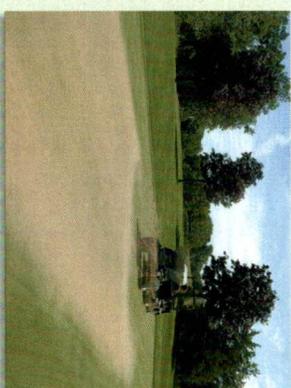
Adjustable spinner angled down for better turf penetration.



Ultra-light spread application.



Medium spread application.



Heavy spread application.

WideSpin™ 1550 Broadcast Topdresser #1 Brand of Topdressers*



Raising Your Game

We designed the WideSpin 1550 to help you achieve your agronomic goals, increase your staff productivity, and free up your time. With the labor challenges facing the industry, a superintendent's job has never been harder. Now you don't have to compromise your topdressing program. With Turfco's patented hydraulic system and spinner design, along with our smart controller, you can be confident you're getting the application you want every time.



Smart Controller with 8 Presets

Application Calculator Screen

Upgraded Control Makes You More Productive

Having to reset your applications each time you go out is a thing of the past. Now you can save up to eight different presets with upgraded smart control. You can preset different applications for greens, tees, and approaches. Customize your rates by season and set different widths, but keep the same rate. Get more productive, eliminate guesswork, and free up your time with the WideSpin 1550.

- Get the exact spread you want as you move from greens to approaches to tees, at the push of a button.
- On-board calculator lets you know your application rates, calculate the rates you want, input speeds, and determine how much material you need to budget.
- Reduce the number of passes and decrease traffic on your greens with WideSpin 1550 edge-to-edge applications.
- Drive topdressing down into the turf canopy by adjusting the spinner angle, minimizing the need for brushing and eliminating variations in moisture content (wet or dry).
- Refill the hopper faster and with less spillage — galvanized hopper has 20% greater capacity and wider opening fits an 80" bucket.



Truck-mounted option designed to fit all major turf vehicles.



Hydraulic and spinner design makes the patented WideSpin technology even more versatile while delivering a consistent, even spread.

Turfco Top Dressers

SPECIFICATIONS

Model Tow-Behind 1550 Models: Engine-powered w/Smart Control (#85830); Engine-powered w/Standard Electronic Control (#85829); Hydraulic-powered w/Smart Control (#85824); Hydraulic-powered w/Standard Electronic Control (#85825)

Warranty 3 Years

Engine / Models 13 HP Briggs and Stratton (engine-powered models only)

Operator Control SMART: 3-position switch; 4 programmable presets; onboard rate calculator; instantaneous belt and spinner speed control; instant throttle down control (engine powered)
STANDARD Electronic: Standard 3-position switch with manual control for spinner and belt speed

Weight Tow-Behind Models: Engine-powered: 1,324 lbs (601 kg); Hydraulic-powered: 1,021 lbs (463 kg)
Truck-Mounted Models: 710 lbs w/o mounting (322 Kg)

Hopper Capacity 21 ft³ (0.59 m³) struck level; 25 ft³ (0.71 m³) heaped

Hopper Size 80" x 36.5" (2.03 x 0.92 m) at the top

Spreading Width 12' up to 40' (2.7 up to 12 m)

Spread Application 0.45 ft³ per 1,000 ft³ up to 12 ft³ per 1,000 ft³

Ground Speed Up to 8 MPH (12.8 km/h)

Conveyor Belt 18" (0.46 m) wide pebble surface composition with heavy-duty polyester cord

Metering Gate Manually operated with Light Spread/Heavy Spread Calibrations

Drive Engine Powered: Engine powered Hydraulics / Hydraulic Powered: Tow vehicle powered hydraulics

Wheels 4 Ply 26.5 x 14.00 x 12 Turf (tow-behind model)

TABLE OF CONTENTS

Check if Included	Document Description
	1. Instructions to Bidders and Call for Bids (Legal Advertisement and Detailed Notice)
	2. Bid Information and Forms:
	a. Schedule of Prices
	b. Bid Bond – Vehicles and Equipment
	c. Signature Page
	3. Notice of Award – Vehicles and Equipment
	4. Specifications

All items checked are in this packet.

End of Section



CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
January 24th, 2024

1. DEFINED TERMS

- A. The term “OWNER” means the City of Douglas, a municipal corporation, located at 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633.
- B. The term “BIDDER” means the individual person or company who submits a bid directly to the Owner and is distinct and separate from a sub-bidder, who submits a bid to a Bidder.
- C. The term “SUCCESSFUL BIDDER” means the lowest, qualified, responsible, and responsive Bidder who receives the project award based on the Owner's evaluation.
- D. The term “BIDDING DOCUMENTS” includes the instructions to bidders, the bid form (including bid schedule, if applicable), drawings, specifications, and all other proposed documents (including all addenda issued prior to receipt of bids, if applicable).

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New Specified Sand Topdresser, Parks Department.** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00 PM MST February 27th , 2024**, and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at **Public Works Dept. 420 W. Grant Street** or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form and accompanied by bid security payable to the City of Douglas as prescribed in the bidding documents in an amount not less than five percent (5%) of the amount bid. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.

/s/ Mary Nicol, City Clerk; Published: **February 14th & 21st**, 2024, Douglas Budget

**CITY OF DOUGLAS
BID INFORMATION AND FORMS**

1. Sealed bids will be received until **2:00 PM, February 27th, 2024** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for **One New Specified Sand Topdresser, Parks Department**. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked New **“One New Specified Sand Topdresser, Parks Department.”** with the bidder’s name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained by contacting **Brandon Frye Parks Superintendent by emailing to parks@cityofdouglas.org or Public Works 420 W. Grant Street, Douglas Wyoming 82633**, or on the City of Douglas website, www.cityofdouglas.org, under “Bid Postings/Related Documents” section.
4. Delivery will be accepted 120 days after notice of award, F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. A certified check, cashier’s check, or bid bond in the amount of five percent (5%) of the total amount of the bid, including allowances, additive alternates, trade-ins, and concessions, must accompany each bid and must be payable without condition to the Owner as a guarantee that the Bidder will provide specified unit(s). The City of Douglas will allow a 5% preference to Wyoming residents. Bids may be subject to the Wyoming Preference Act. Bidders will supply a Certificate of Residency in compliance with the Wyoming Department of Labor and Statistics.
6. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
7. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall

be made upon request to City of Douglas, ADA Coordinator JD Cox at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.

8. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.
9. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section



BID BOND – VEHICLES, EQUIPMENT

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, _____ as Principal, and _____ as surety, are hereby held and firmly bound unto _____ as Owner in the penal sum of _____ for payment of which, we and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City of Douglas, Wyoming, a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing for **One New Specified Sand Topdresser, Parks Department**.

NOW, THEREFORE,

- a. If said bid shall be rejected, or
- b. If said bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said bid) and shall furnish a Performance/Contractor's Bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all respects perform the agreement created by the acceptance of said bid, then this obligation shall be void. Otherwise, the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall in no way be impaired or affected by any extension of the time within which the Owner may accept such bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

PRINCIPAL:

By: _____ (seal)

SURETY:

By: _____ (seal)

IMPORTANT: Surety companies executing BONDS must appear in the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Wyoming.

End of Section



**CITY OF DOUGLAS, WYOMING
NOTICE OF AWARD
EQUIPMENT & VEHICLES**

Name of Company	
Attention To	
Mailing Address	
City/State/ZIP	

Project (as it appears on Bid documents)	
Contract Price	

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated January 24th, 2024. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	
Base Bid:	\$
Option #1: (Describe)	\$
Option #2: (Describe)	\$
Less Trade-In (Describe)	-\$
Less Government Concessions:	-\$
Total Bid Amount:	\$

You are required, as set forth in the bid specifications, to execute any required documentation within ten (10) days from the date of this notice and return to the Owner. Failure to comply with these conditions within the time specified will entitle Owner to consider your bid in default, to annul this Notice of Award, and to declare your bid security forfeited.

Other conditions or precedents, if any:

None.

Dated this ____ day of _____, 20__.

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: JD Cox City Administrator

Printed Name: _____

Title: _____

Please sign and send back to: City of Douglas, Attn: City Clerk
P.O. Box 1030, Douglas, WY 82633

End of Section





Community Project Designations

Every year Wyoming Community Gas makes a distribution of earnings to member communities. This year our Board of Directors would like you to designate the project(s) your City or Town wants the money used for before we issue the check. This will give Wyoming Community Gas more direct exposure to the citizens in each community.

Please return this form as soon as possible, preferably by December 31, 2023.

City of Douglas

\$ 12,124.03

The City of Douglas has designated the distribution from Wyoming Community Gas as follows:

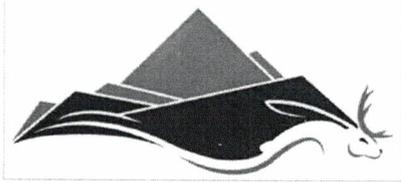
<u>Project</u>	<u>Amount</u>	<u>Check Designee</u>
Picnic Shelter	\$12,124.03	City of Douglas

Mayor

March 11, 2024

Date

Please return the completed form by EMAIL to Natalie Flood at natalie.flood@constellation.com, or by FAX to 877-382-8787



CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

Received
FEB 02 2024
City of Douglas

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

Name of Applicant: Josh Butts

Address: 6 Chapparral City/State/Zip: Douglas, WY 82633

Mailing Address (if different from above): _____

Home Phone:	Cell Phone: <u>918.497.0523</u>	Work Phone:	Email: <u>jbutts@ccbdouglas.com</u>
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1. Are you a resident of the City of Douglas? Yes No

2. I am interested in serving on the following Boards/Commissions (Please all that apply):

Boards/Commissions/Committees:

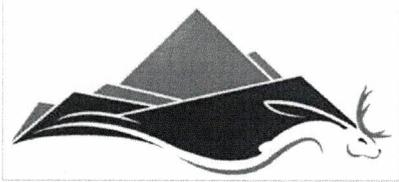
- Douglas Planning & Zoning Commission/Board of Adjustments
- Historic Preservation Commission
- Converse County Tourism Promotion Board
- Douglas Housing Authority Board
- Federal Urban Systems Advisory Committee
- Douglas Board of Appeals
- Steering Committee Member (when applicable)
- Focus Group Member (when applicable)
- Community Facility Task Force
- Arts & Culture Board of Trustees
- Recycling Task Force
- Other: _____

3. Have you served on any of these Boards/Commissions previously? Yes No

4. If "Yes", please indicate which Boards/Commissions and when you served: _____

5. In what community/communities did you previously serve? in new to Douglas, WY

so I have no prior experience on any of the organizations listed above.



CITY OF **DOUGLAS** WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

6. In what position(s) would you be willing to serve? (Please select all that apply.)

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Board, Commission, or Committee member only

7. Do you understand the attendance requirements as provided per Douglas Municipal Code and/or the Bylaws of the Board or Commission you wish to serve on? Yes No

8. If "No", please provide a description of your question(s): _____

9. Why are you seeking this appointment(s)? I am an artist and have a myriad of prior experience serving communities and organizations through the Arts. As prior owner/operator of Scrambler Creative Services - a full-service creative agency in Tulsa, OK - I feel my experience, expertise and vision would be useful to my new home town.

Signature of Applicant

01 FEBRUARY 24

Date

For Office Use Only:

Selected for: _____

Length of Term/Dates: _____

Additional Information: _____



Arts & Culture
Board of Trustees
Applicant Questionnaire

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

Received
FEB 02 2024
City of Douglas

Name of Applicant: Joshua Butts

This questionnaire will be utilized by the City Council in their selection process for the City of Douglas Arts & Culture Board of Trustees. Please answer as honestly and fully as possible. Feel free to use additional pages if needed.

- 1) What is your background in the field of Arts & Culture? Do you have experience in Public Arts & Cultural programming or events? *yes. As prior owner of Scrambler Creative Services in Tulsa, OK, I have been involved with the Arts Alliance of Tulsa, Tulsa Community Foundation, Arts initiatives in collaboration with the City of Sand Springs, the branding and implementation of a strategic vision with Broken Arrow, OK (the Rose District.) Additionally, I have created many public art installations, ^{been} professor at the University - teaching visual arts ~~art~~ and an art curator for the Mental Health Association of Oklahoma, the Patriot Golf Club, Castle Pines Golf Club and others.*
- 2) How do you feel your experience would be beneficial to the board and to the community of Douglas? *I could offer ideas, vision, insight, perspective and deep knowledge on how to coalesce like-minded organizations to work together towards a common goal. In my prior profession, I have offered expert consultation to similar organizations - and would like to be involved in bolstering the local economy through the Arts & cultural tourism.*
- 3) What draws your interest to being a part of the City of Douglas Arts & Culture Board of Trustees? *I have now attended three board meetings and the Wyoming Arts Council workshop.*

4) How do you envision your role as a part of the Board of Trustees? *Apart from being a board member, I am also the Culture Officer for Converse County Bank. This relationship could have positive material effects for the Arts & Culture board - particularly in soliciting community buy-in,*

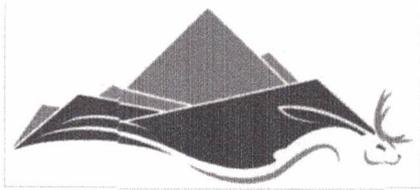
5) What is your experience, if any, with financial planning and organization? *As a prior business owner where the services I offered were to help businesses with their branding and strategic messaging - I have an unquantifiable wealth of prior best-practices.*

6) Is there any additional information you would like to share that would be important for the City Council to consider during the selection process for the Arts & Culture Board of Trustees?

Learn more about me and my work @ scramblorcreative.com. I am currently working on a series of paintings depicting the Medicine Bow Rock formations in preparation for a solo exhibit in Dallas, TX in the fall of 2025.

Staff Comments: _____

Staff Recommendation: _____



CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

REC'D FEB 07 2024
City of Douglas

Name of Applicant: Jennifer Rasmussen

Address: 776 Green River Ct. City/State/Zip: Douglas, WY 82633

Mailing Address (if different from above): _____

Home Phone:	Cell Phone: 307-388-0670	Work Phone: 307-358-2950	Email: jennaroserasmussen@gmail.com
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1. Are you a resident of the City of Douglas? Yes No

2. I am interested in serving on the following Boards/Commissions (Please all that apply):

Boards/Commissions/Committees:

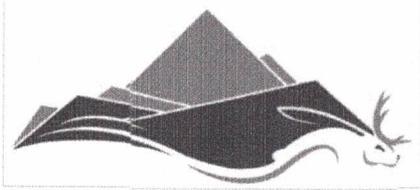
- Douglas Planning & Zoning Commission/Board of Adjustments
- Historic Preservation Commission
- Converse County Tourism Promotion Board
- Douglas Housing Authority Board
- Federal Urban Systems Advisory Committee
- Douglas Board of Appeals
- Steering Committee Member (when applicable)
- Focus Group Member (when applicable)
- Community Facility Task Force
- Arts & Culture Board of Trustees
- Recycling Task Force
- Other: _____

3. Have you served on any of these Boards/Commissions previously? Yes No

4. If "Yes", please indicate which Boards/Commissions and when you served: _____

Board of Adjustment and Planning Commission, September 2016-June 2021

5. In what community/communities did you previously serve? Worland, WY



CITY OF **DOUGLAS** WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

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6. In what position(s) would you be willing to serve? *(Please select all that apply.)*

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Board, Commission, or Committee member only

7. Do you understand the attendance requirements as provided per Douglas Municipal Code and/or the Bylaws of the Board or Commission you wish to serve on? Yes No

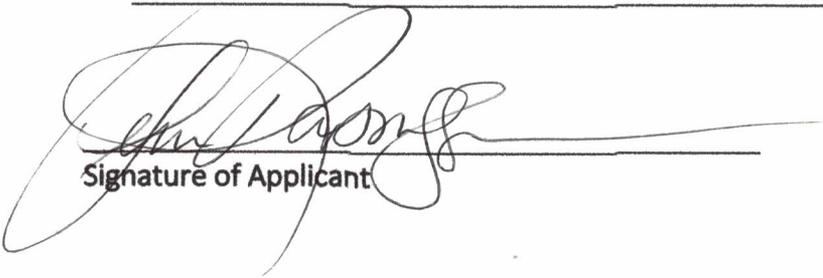
8. If "No", please provide a description of your question(s): _____

9. Why are you seeking this appointment(s)? I would like to be involved in the community and I feel this board is the most

complimentary for my background and abilities. Art has always been a part of my life and work. I do plan on continuing to attend

meetings as a guest. I believe the my time at Railroad Museum would bring valuable information to the board to assist in their

mission.



Signature of Applicant

2/6/24

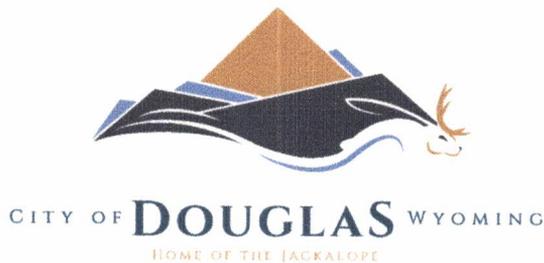
Date

For Office Use Only:

Selected for: _____

Length of Term/Dates: _____

Additional Information: _____



Arts & Culture Board of Trustees Applicant Questionnaire

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

Name of Applicant: Jennifer Rasmussen

This questionnaire will be utilized by the City Council in their selection process for the City of Douglas Arts & Culture Board of Trustees. Please answer as honestly and fully as possible. Feel free to use additional pages if needed.

- 1) What is your background in the field of Arts & Culture? Do you have experience in Public Arts & Cultural programming or events?

I have been creating art my entire life; my preferred mediums are leather, wood, stained glass, clay, metal, natural and recycled items. For the past 14 years I have created digital art for businesses and clients. During my 5 years as a Chamber of Commerce Executive Director I planned events for 100's to 1000's of people. As a member of the Board of Adjustment and Planning Commission we were tasked with completing items on the City's Master Plan. Our efforts were focused on beautification of the City. We created Blooming Businesses, a summer flower program, painted windows and plywood to beautify the windows of closed or dilapidated buildings, among other items. I have also been active in many other organizations that have had community art projects through 4H, Scouts, etc.

- 2) How do you feel your experience would be beneficial to the board and to the community of Douglas?

Along with my past experience I currently manage the Douglas Railroad Museum and Visitor Center. I feel being in this position allows me unique insight to visitors and people passing through the community. What they may be looking for, things that maybe keep them in town, etc. I have lived in Douglas for less than 3 years and I feel that being a transplant can be a good thing. I can offer a fresh look with new eyes and excitement about the community. Potential that sometimes can be forgotten.

- 3) What draws your interest to being a part of the City of Douglas Arts & Culture Board of Trustees?

I have a lot of idea's that I would like to offer and be involved with a group of like minded people. I like to create and look at beautiful things. Being on a board like this would give me more potential to be part of bringing some things to life. I also feel like the Railroad Museum is a huge benefit to the community and being involved with the board will keep this gem active in the community.

4) How do you envision your role as a part of the Board of Trustees?

My role in any position I hold, whether as a job or community service is active. What I mean by that is I am dedicated, I participate and follow through to the best of my ability. I have been involved with a lot of organizations where the burden falls to one or a few people. Being the person that has been left with the burden, I always do my best to help wherever I can. The more we all work together within an organization and with other organizations the more we can accomplish. I really want to see anything I am involved with succeed, so I do all I can to make that possible.

5) What is your experience, if any, with financial planning and organization?

I have a lot of financial planning and organization experience. I have been on multiple boards, Executive Director of a Chamber of Commerce for 5 years. I have run my own business for 14+ years, Manager of an Engineering Testing Company. Continued below...

6) Is there any additional information you would like to share that would be important for the City Council to consider during the selection process for the Arts & Culture Board of Trustees?

Number 5 Continued.. I have been a 4H leader, on the PTO, Scout Den and Pack Leader and other community organizations. I taught College and was an Outdoor Educator for the Conservations District, currently managing the Railroad Museum. All which take a great deal of planning, financial and otherwise, and organization.

I know that you have other interested candidates. I wanted to put in my application to be considered for any future positions and also to know what I can offer as a community member. I do plan to continue to attend meetings as much as possible as a guest.



Staff Comments: _____

Staff Recommendation: _____

Memo

To: Mayor, Council Members and Administrator Cox
From: John Harbarger, Public Works Director
Subject: Public Works Department Reports
Date: March 11, 2024

With the new budget year starting we will be looking at designing and advertising for this year's projects soon. We have quite a few projects in this year's budget, and you will see in the coming months those projects in the monthly reports. The below projects are what has been completed and the current projects in design and what will be happening soon.

Clearfield booster is under design.

Middle School lift station – This project is in the design stage.

Cahoy Drilling is in the process of drilling of the new Sheep Mountain test well.

Adams St. water main and street reconstruction is being advertised in the coming weeks.

Landfill Rd. is in design.

N. 4th St. reconstruction is in design.

The Salt/Sand building has been delivered and waiting on construction schedule from the contractor.

Birch St. sewer project has been awarded to Wayne Coleman Construction and we are waiting on the construction schedule.

Bids were opened for the 2nd and 3rd St sewer replacement project with the low bid from Ramshorn Construction in the amount of \$1,430,125.

Teton Way water replacement and street reconstruction is underway.

We opened bids for the Clearwell cleaning project with the low bid of \$16,500 from Ramshorn Construction.

CITY OF DOUGLAS WATER PRODUCTION AND CONSUMPTION ANNUAL TOTALS
ANNUAL TOTALS FOR THE YEAR OF: 2024

	SPRING PRODUCTION	SHEEP MT. WELL PRODUCTION	W.T.P. PRODUCTION	TOTAL PRODUCTION	TOTAL CONSUMPTION	WTP FTW (Return to River)	DAILY CONS. PER/CAPITA
JANUARY	25,472,007	0	0	25,472,007	25,423,075	0	128
FEBRUARY	23,985,212	0	0	23,985,212	23,566,105	0	127
MARCH	1,400,012	0	0	1,400,012	1,472,739	0	115
APRIL	0	0	0	0	0	0	#DIV/0!
MAY	0	0	0	0	0	0	#DIV/0!
JUNE	0	0	0	0	0	0	#DIV/0!
JULY	0	0	0	0	0	0	#DIV/0!
AUGUST	0	0	0	0	0	0	#DIV/0!
SEPTEMBER	0	0	0	0	0	0	#DIV/0!
OCTOBER	0	0	0	0	0	0	#DIV/0!
NOVEMBER	0	0	0	0	0	0	#DIV/0!
DECEMBER	0	0	0	0	0	0	#DIV/0!
TOTAL	50,857,231	0	0	50,857,231	50,461,919	0	#DIV/0!
ACRE FT.	156.075	0.000	0.000	156.075	154.862	0.000	

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

To: Mayor Pexton & Members of the City Council
City Manager JD Cox

From: Todd Byerly
Chief of Police

Date: March 5, 2024

Re: Police Department Report – Feb 2024

Officers Larsen and Thompson have completed their two (2) week in house pre-academy training and are now in the Field Training Process (Phase 1). Officer Larsen is assigned to Officer Dwyer and Officer Larsen is assigned to Officer Dowd. They are progressing as expected.

Sgt Cowardin will be leaving the end of this month to attend the FBI National Academy. We are proud of his acceptance to this prestigious training.

Every year this department reviews its high risk/liability policies, and all other policies are reviewed on a bi-annual basis. We are currently in the process of reviewing 18 department policies.

Officer Jones is currently working on details of training needs associated with an immediate action team. This team would be responsible for response to violent critical incidents. This is not a Special Response or Tactical Team as one would think of in the movies. More details to follow as Officer Jones completes his research.

We are working with Joint Communications to host a Crisis Negotiations class. We have identified a need to increase our capabilities and in attempt, we are hoping to host this training to save some cost.

Chief Byerly, Lt Mathews, Sgt Cowardin, Sgt Toman, Officer Kelley, Officer Knight, Officer Dowd, Officer Howard, and Councilman Schmidt attended the service for fallen Officer Sergeant Krinkee in Sheridan, WY on Friday, March 1, 2024.

The two new patrol cars are in and due to be upfitted soon. We will be retiring the two older Ford Expeditions.

February Group A Offenses – 8

February Group B Offenses – 356

Quality of Life – 414

Respectfully Submitted,

Todd A. Byerly
Chief of Police



1201 MESA DRIVE, SUITE A | P.O. BOX 1030 | DOUGLAS, WY 82633

CITY OF **DOUGLAS** WYOMING

HOME OF THE JACKALOPE.



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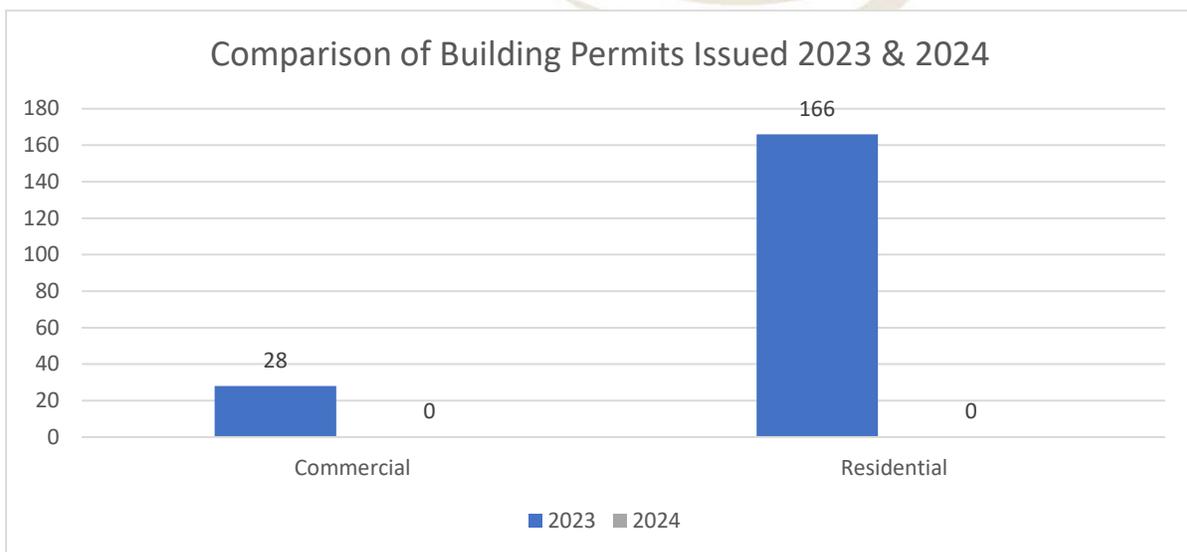
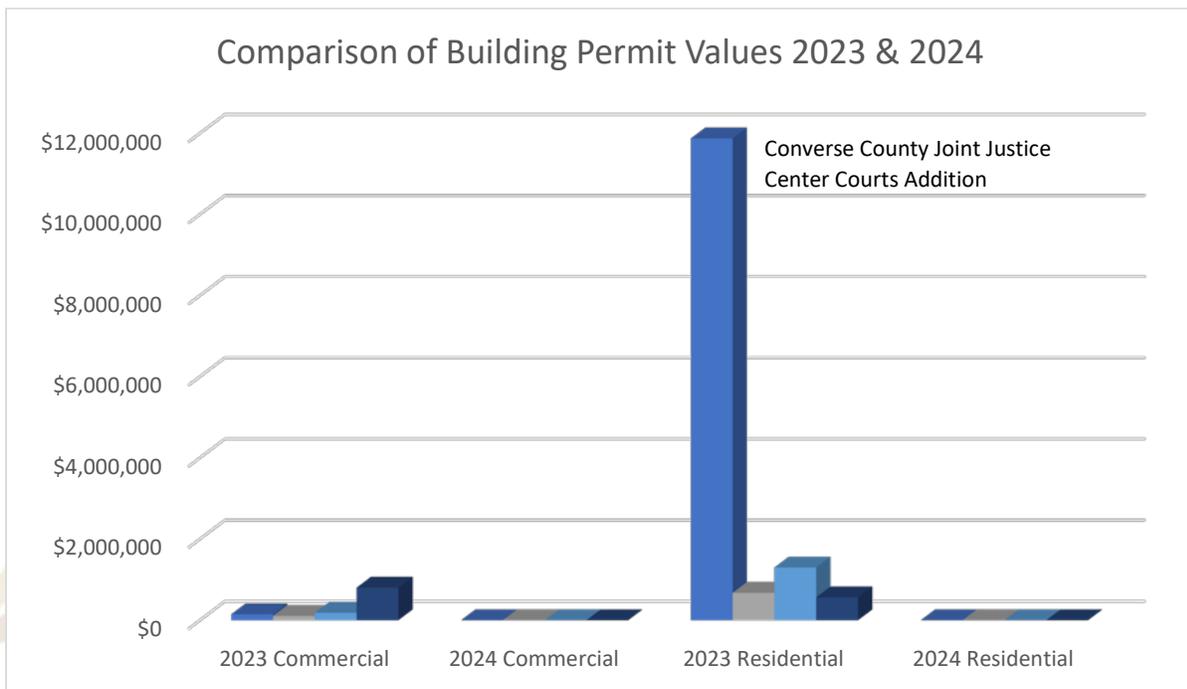
Community Development Department Report

March 2024 (Numbers for February)

Building Permit Count: 12 Total (10 Residential, 2 Commercial)

Building Permit Value (Monthly Totals): \$884,064.65

Permit Values



101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

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HOME OF THE JACKALOPE.

Strategic Doing:

Champion	KPI		Update
Clara	FUN-01	Encourage beautification of properties, develop awards incentive, and celebrate 6 residential properties and 6 commercial properties.	Working with Code Compliance and Ayres Associates to develop (Douglas Blueprint?). Looping in ACBT.
Clara	FUN-02	Develop Property Quality Index and establish baseline.	Working with Ayres Associates to develop (Douglas Blueprint). CCO documenting properties.
Clara	FUN-03	Develop baseline measurement of housing units rated average or better on Physical Condition Index.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies. CCO documenting properties.
Clara	FUN-04	Develop baseline measurement of homes available at or below the Douglas average household income.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies.
Clara	FUN-10B	Community Facility Phase 3: Develop formal design for the community facility.	Dependent on FUN-9A.
Clara	PSE-12	Have one lot in Meadow Acres #4 under development by the end of FY24.	Developer talking with companies and contractors to start construction on two of the lots. Also looking for buyers.
Clara	PSE-13	Record Replat of Meadow Acres #2 subdivision based on future development of area.	On hold until Community Facility location determined.
Clara	UPI-05	Identify appropriate, visible location for "Jack" statue.	Arts & Culture considering more appropriate placement at Boys & Girls Club. Meeting on site on 2/14 to determine location.
Heidi	UPI-06	Add one interactive feature at Jackalope Square.	Working on a "Master Plan" for Jackalope Square.
Heidi	UPI-09	Develop 4 or more cultural programming - events or activities that reflect Douglas' identity.	May consider reducing the number; 2-3 may be possible. Currently planning 2. Looking at adding to Railroad Days. Arts &

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

			Culture discussing a mural festival; scale-down for first year. Shop With a Cop Hayride. Also looking to expand sidewalk chalk festival during Jackalope days.
Clara	UPI-10	Promote attendance for at least 10 major public events not related to State Fair.	60% complete. Need to promote four more events.
Clara	EIN-01	Implement interactive engagement program by which citizens can be informed and communicate with the City.	Using Facebook, Instagram, City Website, and Electronic Signs. Working on a 311 app.
Clara	EIN-02	Install electronic message displays and coordinate messaging with at least 5 businesses.	Completed. Set up celebration.

Inspections: 5 Total

Contractor Licenses: 13

Code Compliances Cases: 5 Total (Citations Issued: 0, Court Cases: 0)

Planning Cases: (Developments, Subdivisions, County Subdivision, Zoning, CUP's, TUP's, Downtown Historic District Review Panel):

- None.

Ordinances:

- Writing in progress.

Currently Processing:

- Contractor Licensing: 226 Contractors currently licensed after renewals.
- Conditional Use Permit Renewals.
- First Northern Bank Building Plans.
- Maverik Fuel Station and Convenience Store Building Plans.
- Minor Plat amendment for Senior Center Property.
- Minor Plat Amendment for North 5th Street Property.
- Annexation for Riverbend RV Park.
- Annexation for Olds Road.
- Reviewing Building Plans for locker room remodel at rec center.
- Reviewing Building Plans for dairy building at the Wyoming State Fair.

101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

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HOME OF THE JACKALOPE.

Construction in Progress:

- Single-Family Residences: There are currently 4 SFR's under construction (two on Pronghorn Court and a duplex on Wind River).
- CCJJC Phase 2 (TCO).
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).

Grants:

- WYDOT TAP Grant – Design: 90% complete. Reviewing storm sewer and drainage.
- WYDOT TAP Grant – Construction: Contract documents finalized. Design documents will be sent in for review as soon as completed.
- SS4A: Waiting on USDOT for contract documents. Had a grant kick-off meeting with regional manager and mandatory introduction webinar.
- EPA Brownfield Assessment: Close-out documents submitted. Developing final presentation.

Other Projects:

- Comprehensive Plan: Douglas Blueprint community engagement including schools, senior center, public, stakeholders and downtown revitalization with Main Street and Historic Preservation was held the week of February 26.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2nd Street. Obtained feedback from the community and stakeholders the week of February 26.
- Community Facility: Working with PlanOne on design.
- City Hall Façade: Working with PlanOne on design.
- Wyoming Planning Association (WYOPASS): Continues to submit comments to the Regulatory Reduction Task Force regarding the three bills related to Accessory Dwelling Units, Property Development Exactions, and Building Permit Notice Requirements. New bill regarding contractor license testing requirements.
- Hazard Mitigation Plan: Currently working on Tasks 9-12.
- ICS Training
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: Researching companies who can assist the City in moving to a more transparent and streamlined development process. The goal is to have a digital guided process for all types of applications with automatic notifications for processing and review, integration with ESRI and Contractor database, digital inspections, and digital code compliance processing. Developed narrative for Council review. Working on final financials to assist with decision-making.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.

Historic Preservation Commission: The commission is working on planning for next year's projects, and how they can coordinate with KPI Champions to assist with meeting the City's goal for Strategic Doing.

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HOME OF THE JACKALOPE.

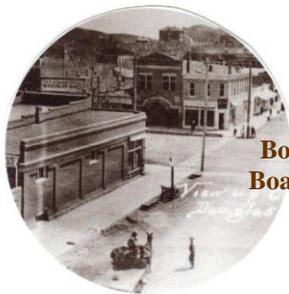
Some members attended a webinar with the Arts & Culture Board which focused on Art in Historic Districts. “Talk of the Town” workbooks were distributed to the schools. Members attended Douglas Blueprint activities and worked with consultants on downtown revitalization ideas. They are working on putting together their budget requests.

Arts & Culture Board of Trustees (ACBT): The Board is currently working on short and long-range action plans, determining the best location for “Jack” and “Harriet” statues, and appropriate aesthetic for Douglas.



101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

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Douglas Historic Preservation Commission

P.O. Box 1030

Douglas, WY 82633

Board Members present: Betsy Varland, Jacey Bauman, Sarah Russell, Heidi McCullough.
Board Members absent: Crystal Hendricks, Ginger Pickinpaugh, Lisa Patterson. Julia Evins.
City of Douglas Liaison: Heidi McCullough

MINUTES

February 21, 2024

1. Call to Order
 - a. Called to order at 5:20pm by Commissioner McCullough
2. Approve Minutes of the January 17, 2024
 - a. Moved by Russell, 2nd by Bauman passed unanimously.
3. Old Business:
 - a. Training Updates – Commissioner Varland submitted certificate of completion for a webinar, discussed upcoming webinar in conjunction with Arts & Culture Board on February 29th. We will hold a viewing in the conference room at City Hall.
 - b. South Douglas Historic District
 - i. Work to begin on walking tour, nomination listed some notable houses, but we will look into adding more.
 - c. Budget Requests
 - i. 3rd Grade workbooks – we have distributed the last of the existing books, we got a quote from the business center for \$5.87 per book which is significantly cheaper than any of the other quotes we got. We will be submitting a budget request for 1000.
 - ii. QR Codes to add to Downtown walking tour sign and a sign for Cemetery Kiosk building and placement around cemetery. McCullough has reached out to 307 signs for a quote
 - iii. Training – continue to ask for training funds
 - iv. SHPO Convention – travel for commission.
4. New Business
 - a. There is a request for help to find information about a time capsule that was buried at the current Jackalope Event Center property by a grade school class in the 1950s.
 - b. Preserve Wyoming Conference – SHPO is covering rooms and meals in Laramie, we would have to provide transportation. Let McCullough know as soon as possible if you would like to attend.
 - i. Preserve Wyoming Award – SHPO is looking to give awards at the conference, McCullough suggested that the commission be nominated for their work at the Child's Trail.
 - c. Douglas Blueprint – it was recommended that commission members attend both the drop-in workshop on February 28th and the Stakeholders meeting on February 29th. DHD review panel members were also informed of the downtown walkthrough on March 1st.
5. The meeting was adjourned at 6:20pm. Next meeting will be March 20th, 2024, at 5:15pm at City Hall.