

DOUGLAS CITY COUNCIL MEETING

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

Monday, March 25, 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: March 11, 2024

Documents:

[20240311 COUNCIL WORKSESSION MINUTES.PDF](#)

5.I.ii. Minutes: City Council Regular Meeting: March 11, 2024

Documents:

[20240311 COUNCIL MEETING MINUTES.PDF](#)

5.II. Ordinances: 3rd Reading - Consent

5.II.i. Ordinance 3rd Reading: Ordinance No 1038: An Ordinance Amending Section 15.04.010 Of The Douglas Municipal Code Pertaining To Building Permits

Documents:

[ORDINANCE NO 1038- PERMIT FEES - 20240220.PDF](#)

5.III. Ordinances: 2nd Reading - Consent

5.IV. Bills & Claims

5.V. Other Consent

5.V.i. Wastewater Treatment Plant Bypass Rehabilitation Project: Change Order #1

Documents:

[NARRATIVE FORM - WWTP CO 1.PDF](#)
[CO1 SLUICE GATE REMOVAL_FULLY EXECUTED.PDF](#)
[STUCK SLUICE GATE.PDF](#)

6. Presentations

6.I. Douglas High School Band

6.II. Wyoming State Fair Endowment: Rindy West

Documents:

[STATE FAIR ENDOWMENT CITY.DOUGLAS.REQUEST.3.18.24.PDF](#)

6.III. Arts & Culture Board Of Trustees Presentation & Update

7. Public Hearings

7.I. Liquor License Bar & Grill Application: Ramos Cafe, LLC

Documents:

[NARRATIVE FORM LIQUOR LICENSE 20240325.PDF](#)
[RAMOS CAFE APPLICATION.PDF](#)

8. Show Cause Hearing: Samuel Mares Post Number 8, The American Legion

9. Council Action Items

9.I. Liquor License Dispensing Area Request: Round Rock Entertainment LLC; LaBonte Bar

Documents:

[LABONTE BAR DISPENSING.PDF](#)

9.II. Attorney Services Agreement: Amendment #3: Peasley & Armstrong LLP

Documents:

[3RD AMENDMENT TO ARMSTRONG CONTRACT 2.11.2024.PDF](#)

9.III. Bid Acceptance: Downtown Alley Improvements Project

Documents:

[NARRATIVE FORM - 2ND DOWNTOWN IMPROVEMENT PROJECT
03112024.PDF](#)
[RAMSHORN CONSTRUCTION.PDF](#)
[WAYNE COLEMAN CONSTRUCTION.PDF](#)

9.IV. Proposal Acceptance: City Works

Documents:

[20240321 NARRATIVE - CITYWORKS.PDF](#)
[Q-38161-20240111-1002 - DOUGLAS_ WY - PLL ONLINE RESPOND
WORKGROUP 6 LOGINS.PDF](#)
[DOUGLAS CITYWORKS PLL IMPLEMENTATION PROPOSAL.PDF](#)

9.V. Lease Agreement: CANDO, The Enterprise

9.VI. Approve Corrective Deed: Other Side Of The Tracks

Documents:

[CORRECTIVE DONATION CERT.PDF](#)

10. Tabled Item: 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 Snos Routes

11. Council Information

11.I. Converse County Tourism Promotion Board Minutes: January 2024

Documents:

[CCTPB JANUARY 2024 MINUTES.PDF](#)

11.II. Financial Report: February 2024

Documents:

[FINANCIAL REPORT FEBRUARY 2024.PDF](#)

12. City Manager's Report

13. Good People Doing Good Things

14. Community Updates

14.I. Event Calendar

15. Executive Session

16. Adjourn

City Council Work Session Minutes
March 11, 2024

A Work Session of the Douglas City Council was held on March 11, 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, and Councilperson Perry Hershberger.

Others Present: JD Cox, City Administrator; Mike Armstong, City Attorney; Clara Chaffin, Community Development Director; John Harbarger, Public Works Director; Todd Byerly, Chief of Police; Mary Nicol, Administrative Services Director/Treasurer; Kendal Detwiler, Human Resources Director; and Blake Palmer, Supervisor.

Discussion Items:

Adams St Project & South Downtown Alley Improvements. City Works additional cost information. Enterprise Lease Agreement. Fire Suppression Authority Joint Powers Board (Douglas Fire Department). City Hall concepts. Community Center concepts.

No action was taken. Work session adjourned at approximately 5:10 p.m.

Mary Nicol, City Clerk

City Council Regular Meeting Minutes
March 11, 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; and Councilperson Matt Schmidt. Mayor Pexton led the assembly in the Pledge of Allegiance.

Also present: JD Cox, City Manager; Mike Armstrong, City Attorney; Clara Chaffin, Community Development Director; Todd Byerly, Chief of Police; John Harbarger; Public Works Director; Kendal Detwiler, Human Resource Director; Mary Nicol, Administrative Services Director/Treasurer.

Disclosures by City Council Members: Councilperson McNare declared a conflict of interest on item 7-a, Warrant Register: K & R Construction: February 2024.

General Agenda (Corrections/Additions): Councilperson Hershberger moved to approve the general agenda removing items 7 b & f. Councilperson Schmidt seconded. Motion carried 4-0.

Public Comments: None.

Consent Docket: Minutes: City Council Work Session: February 26, 2024; City Council Meeting: February 26, 2024; Warrant Register: February 2024. Councilperson Schmidt moved to approve the Consent Docket as presented. Councilperson McNare seconded. Motion carried 4-0.

Presentation:

Proclamation: American Legion: 105th Anniversary. Councilperson McNare read the proclamation. American Legion representatives Don York, Chris Schelling, Kurt Engle and Ron Casalenda addressed Council.

New Employee: City Manager Cox introduced Kendal Detwiler as the City of Douglas's new Human Resource Director.

Public Hearings: None.

Council Action Items:

Warranty Register: K & R Construction: February 2024: Councilperson Schmidt moved to approve the warrant register for K & R Construction as presented. Councilperson Hershberger seconded. Motion carried 3-0, Councilperson McNare abstained.

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: 2nd reading. City Manager Cox provided a brief overview. Discussion followed. Councilperson Hershberger moved to table ordinance 1037. Councilperson Schmidt seconded. Motion carried 4-0.

Ordinance 1038: An Ordinance Amending Section 15.04.010 of the Douglas Municipal Code Pertaining to Building Permits. Director Chaffin provided a brief overview. Councilperson McNare moved to approve ordinance 1038 on second reading. Councilperson Schmidt seconded. Motion carried 4-0.

Bid Award: Clearwell Cleaning: Director Harbarger provided a brief overview. Councilperson McNare moved to accept the bid from Ramshorn Construction in the amount of \$16,500 for the Water Treatment Plant Clearwell Cleaning Project and further authorize the City Manager to sign all associated documents. Councilperson Hershberger seconded. Motion carried 4-0.

Bid Award: Top Dresser: Equipment for Golf Course: Director Harbarger provided a brief overview & answered questions from Council. Councilperson Schmidt moved to accept the bid from Stotz Equipment in the amount of \$21,300 for the purchase of a top dresser and further authorize the City Manager to sign all associated documents. Councilperson McNare seconded. Motion carried 4-0.

WAM Summer Convention: Appointment of Official Voting Delegate & Alternate Delegate: Director Nicol provided a brief overview. Councilperson McNare moved to appoint Mayor Pexton as the voting delegate for the WAM Summer Convention Business Meeting. Councilperson Hershberger seconded. Motion carried 4-0. Councilperson McNare moved to appoint Councilperson Schmidt as the alternate voting delegate for the WAM Summer Convention Business Meeting. Councilperson Hershberger seconded. Motion carried 4-0.

Wyoming Community Gas: Project Designation: Director Nicol provided a brief overview. Councilperson Hershberger moved to designate the fiscal year 2024 community gas allocation in the amount of \$12,124.03 for the Washington Park Bellmont Shelter. Councilperson Schmidt seconded. Motion carried 4-0.

Tabled Items:

Board Appointment: Arts & Culture Board of Trustees Member: Director Nicol gave a brief overview. Councilperson Hershberger moved to remove the board appointment for the Arts & Culture Board of Trustees from the table. Councilperson McNare seconded. Motion carried 4-0. Councilperson McNare moved to appoint Jennifer Rasmussen to the unexpired term ending June 30, 2024 and Josh Butts to the unexpired term ending June 30, 2025. Councilperson Schmidt seconded. Motion carried 4-0.

Council Information:

Department Reports: Public Works, Police Department, and Community Development. Douglas Historic Preservation Commission Minutes: February 21, 2024.

City Manager's Report:

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

Good People Doing Good Things:

Councilperson Schmidt congratulated Lady Cats for winning State Basketball for the 6th year in a row. Mayor Pexton thanked all for wearing brown & gold in honor of the Wyoming game tonight. Chief Byerly commended Councilperson Schmidt for participating in the convoy to Sheridan to honor the fallen officer and Mayor Pexton thanked the staff for attending the service.

Adjourn: Councilperson McNare moved to adjourn the regular City Council meeting of March 11, 2024. Councilperson Hershberger seconded. Motion carried 4-0. Meeting adjourned at approximately 6:23 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk
Published: March 6, 2024

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 11th day of March, 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

Approve change order #1 for the WWTP Bypass Rehabilitation Project

Responsible Staff Contact

Josh Oberlander
John Harbarger

Recommendation

Recommend approving change order #1 for the WWTP Bypass Rehabilitation Project for \$30,150.00.

Executive Summary

This project consists of replacing damaged and inoperable sluice gates and installing a cured in place liner inside of the existing cell bypass piping at the wastewater treatment plant.

Background

During construction, the contractor attempted to dewater the flow control vault and piping between treatment cells two and three. After being unable to successfully dewater this section of line an inspection camera was placed in the flow control vault. It was discovered that the sluice gates for flow control are broken and in a partially closed position. This will not allow for a pipe plug to be installed to stop the flow of wastewater through the vault. It is not possible to dewater the treatment cells as we must continue the operations of the treatment plant. The only option left available is to bring in a confined space certified dive team to attempt to remove the broken sluice gates underwater to allow the piping to be plugged for repair.

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>	\$1,289,700.50
<u>Anticipated Amount</u>	\$1,319,850.50 Plus construction oversight

Action Requested/Recommended Motion

Recommend approving change order #1 for the WWTP Bypass Rehabilitation Project for the amount of \$30,150.00. and authorize City Administrator JD Cox to sign all required documentation.



Agenda Item Report City Council – 3/25/2024

Reviewed/Approved

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

- ☒ Public Works
- ☐ Legal
- ☐ Finance



Memorandum

Date: March 14, 2024
To: John Harbarger
Cc: Josh Oberlander
From: Alan Corey, CEPI
WO #: 22-053
Subject: WWTP Cell Bypass Rehabilitation Project

Enclosed is Change Order No. 1 for your review and approval. This additive change order includes hiring a dive team to remove the sluice gates in Diversion Box DB-A2 at the Wastewater Treatment Plant in addition to adding three (3) working days to the project.

On Sunday, March 10th, 2024, JR Civil discovered the sluice gates in the diversion box labeled DB-A2 in the construction drawings, which is located between Cells 2 and 3 have inoperable sluice gates. While we knew the existing valves had failed catastrophically prior to awarding this project, we were unable to make a determination of the exact failure. During the CCTV and cleaning operations as outlined in the project documents, the Contractor discovered the failure of the sluice gates appears to be the stem of the sluice gate. As a result, the gates can neither be opened or closed and the contractor is unable to inspect and clean the diversion box as well as clean, inspect, and ultimately line the section of bypass pipe between this diversion box and diversion box DB-B.

In order for the contractor to finish the cleaning and CCTV inspection of the diversion boxes, the sluice gates will need to be removed in their entirety. However, this process will require a specialized service in the form of a diving team. The divers will remove the gate valves underwater and then insert a plug so that the Contractor can clean and inspect the diversion box and bypass pipe. JR Civil has submitted an itemized cost for this change order for a total cost of \$30,150.00. In addition, JR Civil is requesting three (3) additional working days (four (4) calendar days) to be added to the construction schedule which will change the substantial completion and final completion dates to June 19th, and July 3rd, 2024 respectively.

Please contact me with any questions.

CITY OF DOUGLAS
CHANGE ORDER

NO. 1

PROJECT: WWTP CELL BYPASS REHABILITATION PROJECT DATE OF ISSUANCE: 03-14-2024
OWNER: CITY OF DOUGLAS
CONTRACTOR: JR CIVIL, LLC
ENGINEER: CIVIL ENGINEERING PROFESSIONALS, INC

You are directed to make the following changes in the Contract Documents:

Description: REMOVE THE SLUICE GATES AT DB-A2 BY MEANS OF A DIVE TEAM

Attachments: CONTRACTOR INVOICE, CEPI MEMO, AND CHANGE ORDER FORM

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$1,289,700.50	Original Contract Time: Substantial Completion: June 15, 2024 Final Completion: June 30, 2024
Cost of Previous Change Orders: \$0.00	Net change from previous Change Orders (days): 0
Contract Price prior to this Change Order: \$1,289,700.50	Contract Time Prior to this Change Order: Substantial Completion: June 15, 2024 Final completion: June 30, 2024
Net Increase/ Decrease of this Change Order: \$30,150.00	Net Increase/ Decrease of this Change Order: Substantial = 4 calendar days Final = 4 calendar days
Contract Price with all approved Change Orders: \$1,319,850.50	Contract Time with all approved Change Orders: Substantial completion: June 19, 2024 Final completion: July 3, 2024

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: Alex Huesch
Contractor

BY: John C. Gung
Engineer

BY: [Signature]
Owner

Change Order 1 - Stuck Gate



JR Civil, LLC

"Safety-Quality-Production"

Billings, MT - Sheridan, WY

Contact: Alex Heesch

Phone: 406-200-5058

Email: alex.h@jrcivil.com

Company: CEPI
Contact: Alan Corey
Address:
Address:
Phone: 307-251-3369
Email: alan@cepi-casper.com

Job Name: Douglas WWTP - Change Order 1
Location:
Engineer:
Plans Date:
Revision:
Soils Report:

ITEM	DESCRIPTION				
1	Mobilization and Re-Mobilization				
2	Open or Remove Stuck Gate Valve (Hazmat Diver)				

GRAND TOTAL	\$30,150.00
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NOTES:

- Change Order also includes adding 3 days to the construction schedule
- Pricing is valid for 7 days
- Pricing includes:
 - Remobilization and JR Civil's support crew and JR Civil's CCTV/Cleaning Subcontractor
 - Mobilization includes the costs associated with a hazmat commercial dive crew
 - Up to 8 hours of a hazmat commercial dive crew for the forced opening or removal of the stuck sluice gate/valve
 - All dive safety/OSHA paperwork and permits
 - Small JR Civil support crew for the diver

- *If the diver crew extends beyond 8 hours - additional costs will be invoiced.
- *Pricing based on non-overtime, non-weekend, non-nightshift work
- *If needed, any consumables the dive crew required will be inviced at cost + 15%
- *Due to its special nature, this proposal shall have a payment term of NET 10 days.

DOUGLAS CHANGE ORDER 1 PRICING BREAK-OUT								
1	Mobilization & Remobilization							
	Item	Qty	Unit	Unit Cost	Subtotal Cost	Markup %	Markup Amount	Total
	Diver Mob	1	LS	\$4,476.00	\$4,476.00	5%	\$ 223.80	\$ 4,699.80
	Pace Re-Mob	1	LS	\$ 4,000.00	\$ 4,000.00	5%	\$ 200.00	\$ 4,200.00
	JRC Re-Mob	1	LS	\$3,010.00	\$3,010.00	15%	\$ 451.50	\$ 3,461.50
2	Open/Remove Stuck Gate Valve							
	Item	Qty	Unit	Unit Cost	Subtotal Cost	Markup %	Markup Amount	Total
	Diver Sub Lodging/Per Diem	2	Day	\$ 628.00	\$ 1,256.00	5%	\$ 62.80	\$ 1,318.80
	Diver Sub Haz-Mat Package	1	LS	\$3,217.00	\$ 3,217.00	5%	\$ 160.85	\$ 3,377.85
	Diver Sub Dive Package	1	LS	\$ 5,136.00	\$ 5,136.00	5%	\$ 256.80	\$ 5,392.80
	JR Civil Support Crew	1	LS	\$3,500.00	\$ 3,500.00	15%	\$ 525.00	\$ 4,025.00
	Pace Support Crew	1	LS	\$3,500.00	\$ 3,500.00	5%	\$ 175.00	\$ 3,675.00
	Bond	1	LS	\$ 600.00	\$ 600.00	0%	\$ -	\$ 600.00
	GRAND TOTAL							\$ 30,750.75

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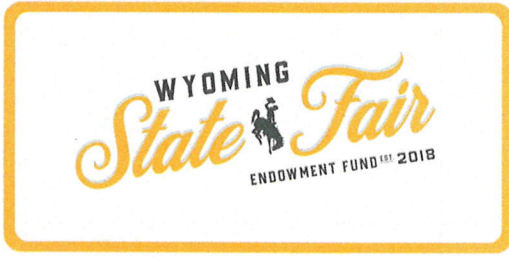
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Wyoming State Fair Endowment

PO Box 10 | 400 W. Center st. | Douglas, WY 82633

Cell: (307) 751-3430 | Office: (307) 358-2398

rindy.west@wyo.gov WWW.WYStateFair.com

3/18/2024

City of Douglas
Attn: Mary Nicol
101 N Fourth Street
P.O. Box 1030
Douglas, WY 82633

Dear Kim, Mary & City Council,

We write to you today in hopes that the City of Douglas might respectfully consider a request of \$25,000 to \$50,000 for the Wyoming State Fair Endowment. We are thankful to bring this request before the Council. The Wyoming State Fair Endowment is seeking support in our efforts to raise funding to provide for the legacy and future of the Wyoming State Fair (WSF).

This application seeks your support in raising funds for an annual pinnacle event and legacy venture that involves so many families from Douglas and Converse County. Your support of this request will directly impact the future of generations of families at the WSF. It's about the legacy and history and western lifestyle that makes Wyoming great!

We are so grateful to have the continued support from the City of Douglas on so many levels and truly appreciate the partnership. Thank you for that, it means the world to what we do!

We look forward to presenting to the City Council on Monday, March 25th and seeking your ideas and input on this opportunity. Thank you so much for your time and consideration.

Best,

A handwritten signature in blue ink, appearing to read "Rindy West".

Rindy West

Wyoming State Fair Endowment Fund | Fundraising & Revenue



Organization Information:

Wyoming State Fair Endowment
PO Box 10, Douglas, WY 82633

Person Making Request:

Rindy West, Wyoming State Fair Endowment & Fundraising
PO Box 10, Douglas, WY 82633
307-751-3430, rindy.west@wyo.gov

Tax Exempt & Deductible Number: 83-0208667

Amount Requested: \$25,000-\$50,000

Number of People Impacted: Approximately 2,500 Annually

Geographic Area Served: City of Douglas, Converse County, Statewide

Project Title: Wyoming State Fair Endowment Challenge

Background:

For centuries, agriculture fairs have been the fabric of the life in many parts of the world. In the United States, history of the fair circuit is legendary. People all across the country look forward to fair time, both as exhibitors and participants. The fair brings agriculture, youth, education, and western lifestyles to all participants.

Wyoming is no exception. For 119 years, the Wyoming State Fair (WSF) has showcased pride in our heritage, agriculture, industry, youth, entrepreneurs, artists and more. As the largest education and youth competition in the state, the Wyoming State Fair provides educational experiences, life skill development and exposure to industry that no other educational event and year-round facility does in Wyoming. The WSF is a way to highlight the growth and achievements of local county fairs, as well as the achievements of the whole state.

The WSF brings together generations of enthusiasts that sometimes only gather at that time of year, and offers unique entertainment found no other place. Livestock and rodeo abound, as the lifeblood of the fair, with youth competing in competitions with the best of the best. The 4-H and FFA projects at the WSF are highly anticipated, with participants proudly showcasing their skills and creativity in categories ranging from wool shows to dog agility to robotics.

Each and every young person has worked to hone skills and talents, and all have worked day in and day out feeding, caring and preparing for just that moment. Sometimes, the artwork and talents of many exhibitors is discovered to go beyond the borders of Wyoming later in life. Frankly, the 4-H and FFA members exhibiting are taught skills that no other organization prepares for the real world.



Going back to its roots in the early 1900's, with only a grandstands, exhibition hall, two horse stables, one cattle and one sheep shed, a poultry house and 2/3 mile of board fence, the WSF has always been about a quality educational experience and entertainment for all who attended. In 1905, the ladies race, with 18 heats over 3 days of the fair, was a huge success, and in 1916, Baxter Adams performed loop-the-loops in his airplane for fairgoers. In 1917, the Girl in Red rode on Carver's Diving Horse as an amazing feat, and in 1924, the State Championship Baseball tournament was added as an attraction.



The WSF is truly a showcase event that has impacted many, many, generations of citizens of Wyoming. It has been a constant thread through the fabric of Wyoming history and has impacted thousands and thousands of lives. The WSF continues to strive to become stronger as each year passes.

The WSF Endowment Challenge:

To preserve and expand the WSF not only now, but for what our families need in the future, the WSF was formed in 2018. This endowment was created to help provide a more stable and consistent funding avenue for the future of the Wyoming State Fairgrounds & Event Complex.



However, creating the WSF Endowment was just the beginning. The fund operates with the premise that a penny of every fair-time and non-fair-time revenue (the WSF has more than 470 events days all throughout the year) as well as 75% of the funds generated going back into the account. The remaining 25% of the funds generated are spent to provide awards, contests, education, and improvements to the WSF.

The WSF Endowment account is currently at \$3,820,000 with a goal of \$10Million in 10 years, to more closely sustain the WSF. However, at this time, the WSF is currently working towards a more immediate goal. For the Endowment to truly provide a future of the Wyoming State Fair for generations to come, the fund must continue to grow through donations from donors.

In the summer of 2023, the Wyoming Legislature voted to provide matching funds in the amount of \$500,000 if the WSF Endowment can raise \$500,000 in private funding before June 1, 2024. All funds must be raised by June 1, 2024 or no matching funds will be given by the Wyoming Legislature.



The Request:

This is a significant challenge and to ensure we can pursue future support from the legislature, we need your help to achieve the match of \$500,000 in funding by June 1, 2024. All funds raised will go straight to the WSF Endowment to not only help meet this challenge goal, but for providing opportunities for our youth, families, and communities in Douglas and throughout Wyoming.

We respectfully seek the support of the City of Douglas in the amount of \$25,000-\$50,000 and we would be grateful for your generosity. Thank you for your consideration. Please don't hesitate to reach out with any questions about this request or the WSF.

Quotes:

"The State Fair has taught me all about dedication and work ethic. Showing at one of the highest levels, seeing yourself succeed, and developing life skills that you will use in your future is amazing. The friendships and memories that I have made will last a lifetime. State Fair will always be one of my summer highlights."-**Lane Boden, State Fair Exhibitor**

"With a goal of \$500,000, we have a unique opportunity to ensure the fair's vibrant future, supporting youth, agriculture, education, and our cherished Western lifestyle. This campaign is more than a fundraising effort; it is a call to action for every one of us to contribute to a legacy that will inspire generations to come. The WSF continues to serve as a symbol of pride and tradition in our state, flourishing for generations to come."-**Courtny Conkle-General Manager, WSF**

"The ongoing success and rewards of the Wyoming State Fair are vital to Wyoming. Two forces of nature that connect in harmony are kids and animals. Being in touch with animals, and other projects, from the early days, makes a difference in the lives of children. The WSF allows us to focus on the gifts, talents, and energy of our young people. The WSF brings families and communities together; and will continue to do so for many generations to come."-**Barbara Dilts-WSF Participant for 62 years**



Item: New Liquor License – Ramos Café, LLC

Responsible Staff Contact: Mary Nicol

Recommendation: Approve Bar and Grill Liquor License for Ramos Café, LLC for the licensing term of April 1, 2024, thru March 31, 2025.

Executive Summary: A bar and grill liquor license application has been received from Ramos Café, LLC at 206 E Walnut Steet, Douglas, WY. The application has been reviewed and the requirements, with the exception of the food service permit, has been met. The application was filed with the Wyoming Liquor Division. Public hearing notice newspaper publication was made on March 6th and 13th, 2024.

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

[SD24 Outcome](#)

[SD24 Strategy](#)

[SD24 KPI](#)

[2014 Master Plan](#)

[2015 Downtown Master Plan](#)

Budget/Fiscal Impact

[Fund/Department](#)

[Project/Line Item\(s\)](#)

[Budgeted Amount](#)

[Anticipated Amount](#)

Action Requested/Recommended Motion: Approve bar and grill liquor license for Ramos Café LLC for the licensing term of April 1, 2024, thru March 31, 2025, contingent on the receipt of the food service permit.

Reviewed/Approved

☐ Community Development

☐ Law Enforcement

☐ City Manager

☐ Public Works

☐ Legal

☒ Finance/City Clerk

NEW OR TRANSFER
LIQUOR LICENSE OR
PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY			
Customer #:			
Trf from:			
Reviewer:		Initials	Date
Agent:			/ /
Mgr:			/ /

To be completed by City / Town / County Clerk

License Fees	Annual Fee:	\$ 1,500.00	Local License #:	
	Prorated Fee:	\$	Date filed with clerk:	02 / 28 / 2024
	Transfer Fee:	\$	Advertising Dates: (2 Consecutive Weeks Prior to Hearing)	03/04/2024 & 03/13/2024
	Publishing Fee:	\$ 15.00	Public Hearing Date:	03 / 25 / 2024
Publishing Fee Direct Billed to Applicant: ☐ 3.614.721 2/29/24				
License Term:	04 / 01 / 2024	Through	03 / 31 / 2025	
	Month Day Year		Month Day Year	

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.

Applicant (Business Name):	Ramos Cafe LLC		
Doing Business As (DBA) / Trade Name:	Ramos Cafe		
Building to be licensed / Building Address:	206 E Walnut St		
	(Address Number, and Suite or Unit Number, and Street or Road Name)		
	Douglas WY 82633 Converse		
	City State Zip County		
Local Mailing Address:	206 E Walnut St		
	(Address Number or PO Box, and Suite or Unit Number, and Street or Road Name)		
	Douglas WY 82633 Converse		
	City State Zip County		
Local Business Telephone Number:	307-797-0921	Fax Number:	
Business E-Mail Address:	camoscafe@gmail.com		
Business Primary Contact:	Gabriel	Ramos	
	First Name	Last Name	

FILING FOR	FILING IN (CHOOSE ONLY ONE)	FILING AS (CHOOSE ONLY ONE)
☒ NEW LICENSE	☒ CITY / TOWN OF: Douglas	☐ INDIVIDUAL
☐ TRANSFER OF LOCATION	☐ COUNTY OF:	☐ PARTNERSHIP
☐ TRANSFER OF OWNERSHIP		☐ LP ☐ LLP ☐ LLLP
☐ ASSIGNMENT LETTER MUST BE ATTACHED		☒ LLC ☐ LC
FORMERLY HELD BY:		☐ CORPORATION (INC)
		☐ POLITICAL SUBDIVISION
		☐ ORGANIZATION
		☐ OTHER

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)		
☐ RETAIL LIQUOR LICENSE	☐ RESTAURANT LIQUOR LICENSE	☐ MICROBREWERY PERMIT
PRIMARY BUSINESS TYPE (CHOOSE ONLY ONE)	☒ BAR AND GRILL LIQUOR LICENSE	☐ WINERY PERMIT
☐ ON-PREMISE BAR	☐ RESORT LIQUOR LICENSE	☐ MANUFACTURER SATELLITE PERMIT
☐ OFF-PREMISE PACKAGE STORE	LIMITED RETAIL LIQUOR LICENSE (CLUB)	☐ WINERY SATELLITE PERMIT
☐ ON & OFF PREMISE BAR & PACKAGE STORE	☐ VETERANS CLUB	☐ COUNTY MALT BEVERAGE PERMIT
	☐ FRATERNAL CLUB	☐ SPECIAL MALT BEVERAGE PERMIT
	☐ GOLF CLUB	
	☐ SOCIAL CLUB	

SPECIAL STATUTORY DESIGNATIONS (CHOOSE ONLY ONE)		
☐ COMMERCIAL AIRPORT (W.S. 12-4-201(d)(iv))	☐ RESORT (W.S. 12-4-401(iv) / 12-5-201(f))	
☐ GOLF CLUB (W.S. 12-5-201(f))	☐ GOLF CLUB-POLIT. SUBDIVISION (W.S. 12-4-301(e) / 12-5-201(f))	
☐ GUEST RANCH (W.S. 12-5-201(f))	☐ Other:	

OPERATIONAL STATUS (To Assist the Liquor Division with scheduling inspections (W.S. 12-1-101(a)(xxi) / 12-2-301(c) / 12-4-103(a)(iv)))		
☒ FULL TIME	MONTHS OF OPERATION	from to ☒ All Year (Jan-Dec)
☐ SEASONAL	DAYS OF WEEK OF OPERATION	from to ☒ Every Day (Mon-Sun)
☐ NON-OPERATIONAL / PARKED	HOURS OF OPERATION	from 6:00am to 10:00pm ☐ 24 Hours a Day

████████████████████
████████████████████

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 3**1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(iii)**

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building.
 (b) The Applicant **LEASES** the licensed building.

☐ YES (own)
☒ YES (lease)

If the building is leased, please submit a copy of the lease and indicate:

- (i) Lease term expiration date; located on page 1 paragraph 2.

Note: The lease term **MUST** continue at least through the term of the liquor license or permit

- (ii) **Sales** provision for alcoholic or malt beverages: located, on page 6 paragraph 6.

Note: The lease **MUST** contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES**.**2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)**

- (a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building?

☐ YES ☒ NO

- (b) If the answer was **YES** to 2(a) above, explain fully and submit any documents in connection there within.

3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403 -

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

- (a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO
 (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO
 (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
 (d) If the answer was **YES** to any of the above, explain fully and submit any documents in connection there within.

4. RETAIL LIQUOR LICENSE-COUNTY LOCATIONS ONLY: W.S. 12-4-201(f)(ii)

Is the licensed building within five (5) miles of an incorporated town or city?

☐ YES ☐ NO

5. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)

- (a) Will food and beverage services be contracted or subcontracted? ☐ YES ☐ NO
 1. If **YES**, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

6. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)

Is a copy of the valid food service permit or the approved permit application attached?

☐ YES ☒ NO

7. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-403(b)

Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
 (b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
 (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
 (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
 (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
 1. If **YES** to (e), is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

8. MICROBREWERY PERMIT ONLY: WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)

- (a) Will the microbrewery self-distribute its products or distribute through a licensed wholesaler? ☐ YES ☐ NO

If **YES**, a wholesale malt beverage license from the Liquor Division will be required.

9. LIMITED RETAIL (CLUB) LIQUOR LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

- (a)

Has the fraternal organization been actively operating in at least thirty-six (36) states?

☐ YES

☐ NO
- (b)

Has the fraternal organization been actively in existence for at least twenty (20) years?

☐ YES

☐ NO

10. LIMITED RETAIL (CLUB) LIQUOR LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

- (a)

Does the Veteran's organization hold a charter by the Congress of the United States?

☐ YES

☐ NO
- (b)

Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary?

☐ YES

☐ NO

11. LIMITED RETAIL (CLUB) LIQUOR LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D) / W.S. 12-4-301(e):

- (a)

Does the golf club have more than fifty (50) bona fide members?

☐ YES

☐ NO
- (b)

Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse?

☐ YES

☐ NO
- (c)

Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course?

☐ YES

☐ NO
1.

Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e)

☐ YES

☐ NO
2.

If YES, is a copy of the food and beverage contract or lease attached?

☐ YES

☐ NO

12. LIMITED RETAIL (CLUB) LIQUOR LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b):

- (a)

Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located?

☐ YES

☐ NO
- (b)

Is the club incorporated and operating solely as a nonprofit organization under the laws of this state?

☐ YES

☐ NO
- (c)

Is the club qualified as a tax-exempt organization under the Internal Revenue Service?

☐ YES

☐ NO
- (d)

Has the club been in continuous operation for a period of not less than one (1) year?

☐ YES

☐ NO
- (e)

Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues?

☐ YES

☐ NO
- (f)

Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club?

☐ YES

☐ NO
- (g)

Is a true copy of the club bylaws attached to this application?

☐ YES

☐ NO
- (h)

Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition(s) Attached)

☐ YES

☐ NO

13. Applicant is Filing As Individual, Partnership, Political Subdivision, Organization or Other:
W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or officer (as applicable) must complete all of the information below.
(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been convicted within the previous 10 years of:	
					a Felony Violation Relating to Alcoholic Liquor or Malt Beverages?	any Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

14. Applicant is Filing As a Corporation, Limited Company, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

Each Officer, Director or LLC member must complete all of the information below.
(If more information is required, list on a separate piece of paper and attach to this application)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownership Held	Have you been convicted within the previous 10 years of:	
						a Felony Violation Relating to Alcoholic Liquor or Malt Beverages?	any Violation Relating to Alcoholic Liquor or Malt Beverages?
Gabriel Ramos	3/14/94	921 cgsle Dr	307-797-021	0	100	YES ☐ NO ☒	YES ☐ NO ☒
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐

REQUIRED ATTACHMENTS:

- ☐ A statement indicating the financial condition and financial stability of the Applicant. W.S. 12-4-102(a)(vi).
- ☐ If transferring a license or permit to another Applicant, attach a form of assignment from the current licensee to the new Applicant authorizing the transfer. W.S. 12-4-601(b).
- ☐ A copy of any lease agreements. W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)
- ☐ If filing for a Golf Club or Social Club liquor license attach a copy of the club's bylaws W.S. 12-4-301(c)

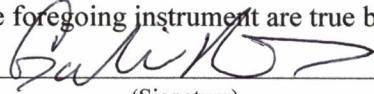
OATH OR VERIFICATION

Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or TWO (2) Club Officers. W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
COUNTY OF Converse) SS.

Signed and sworn to before me on this 26 day of Feb, 2024 that the facts alleged in the foregoing instrument are true by the following:

1) 
(Signature)

Gabriel Ramos
(Printed Name)

Member.
Title

2) _____
(Signature)

(Printed Name)

Title

3) _____
(Signature)

(Printed Name)

Title

4) _____
(Signature)

(Printed Name)

Title

5) _____
(Signature)

(Printed Name)

Title

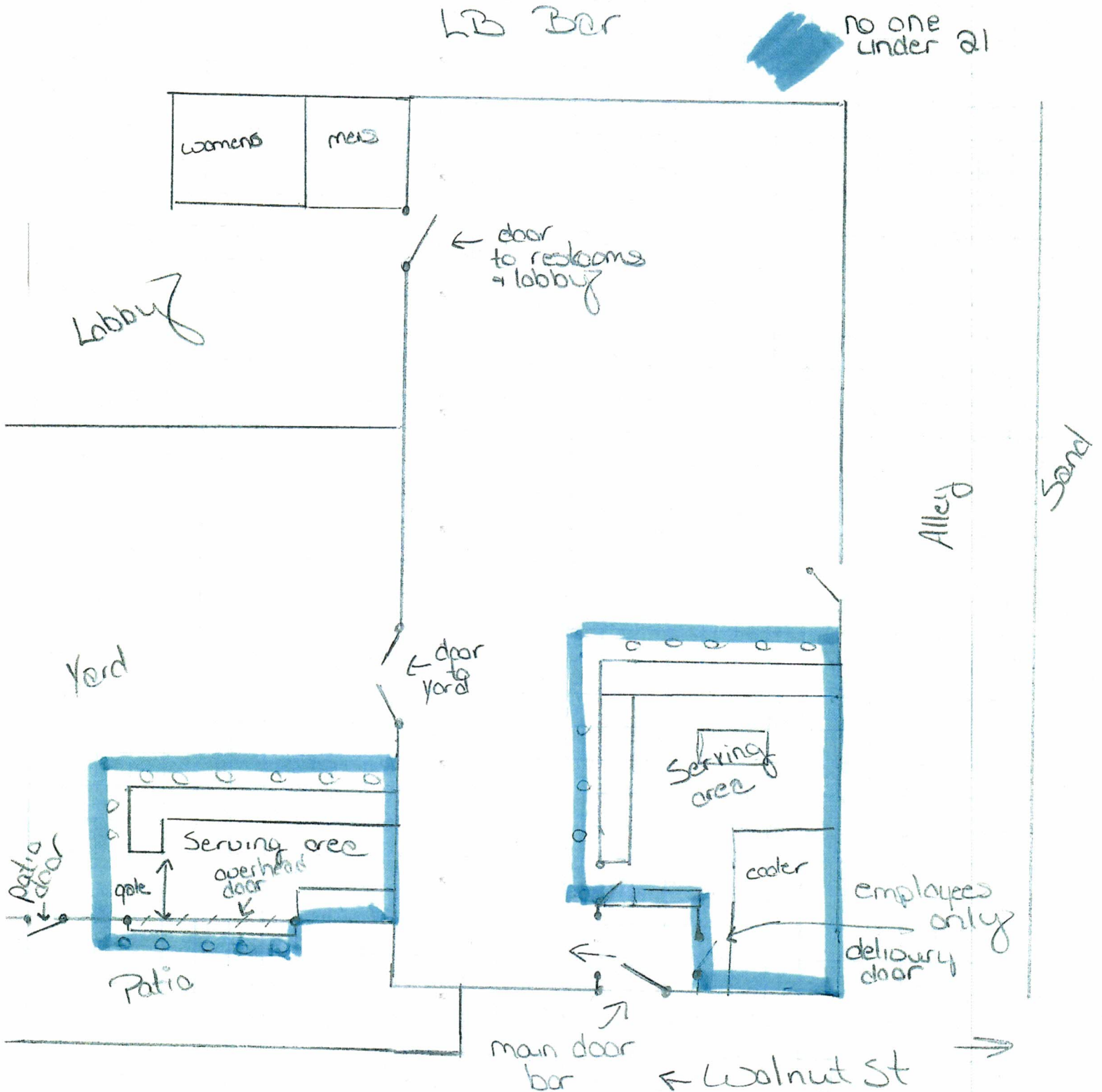
Witness my hand and official seal:
Mary Nicol
Signature of Notary Public
My commission expires: 11/17/2024

(SEAL)



Date: 2/26/24

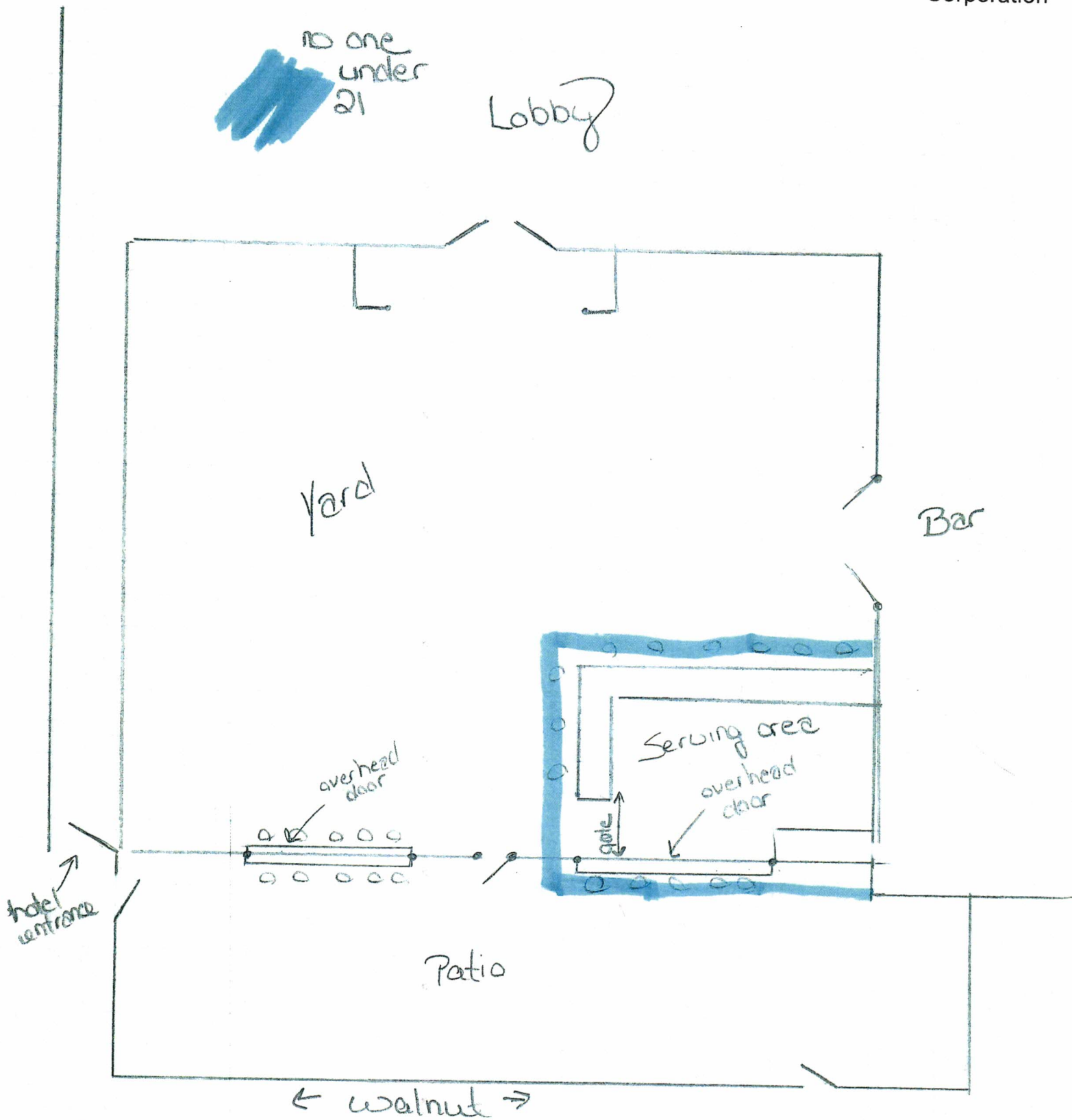
1-877-ARGO-INT
(1-877-274-6468)
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"Customer Focused, Quality Driven, Across the Globe"

Date: 2/26/24

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**AMENDMENT NUMBER THREE TO THE
PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF DOUGLAS, WYOMING, AND PEASLEY &
ARMSTRONG LLP FOR ATTORNEY SERVICES**

1. **Parties.** This Amendment is made and entered into this ____ day of _____, 2024, by and between City of Douglas, Wyoming, a Wyoming municipal corporation (hereinafter referred to as “City”), whose address is 101 N. 4th Street, P.O. Box 1030, Douglas, Wyoming 82633 and Peasley & Armstrong LLP (hereinafter referred to as "Attorney"), whose address is 119 S. 3rd Street, Douglas, WY 82633. For and in consideration of the mutual promises and covenants set forth below, City and Attorney agree to the following:

2. **Purpose of Amendment.** This Amendment shall constitute the third amendment to the Original Agreement between City and Attorney which was duly executed on the 8th day of March 2021. The purpose of this Amendment is to revise Paragraph 3 of the Original Agreement to extend the term of the contract.

3. **Additional Terms of Agreement.** It is mutually agreed by and between the parties to revise the following paragraph in the Original Agreement to read as follows.

3. **Term of Contract.** The term of the Contract is from the date of execution of this Contract until February 28, 2025, unless this Contract is otherwise terminated pursuant to the termination provision contained in Paragraph 7.12 contained within the original Contract. This Contract may be renewed by Agreement of both parties in writing, subject to the required approvals. There is no right or expectation of renewal and any renewal will be determined at the discretion of City.

4. **Same Terms and Conditions.** With the exception of items explicitly delineated in this Amendment, all terms and conditions of the Original Agreement between the City and Lessee shall remain unchanged and in full force and effect.

5. **Entirety of Amendment.** This Amendment, consisting of one (1) page, presents the entire and integrated Amendment between the parties and supersedes all prior negotiations, representation, and agreements, whether written or oral concerning the subject hereof.

IN WITNESS WHEREOF, the Governing Body of the City of Douglas has caused this Contract to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, through their duly authorized representatives has signed and executed this Contract, the day and year first written above.

CITY OF DOUGLAS, WYOMING:

PEASLEY & ARMSTRONG LLP

By: _____
Kim Pexton, Mayor

By: _____
Michael Armstrong, Partner

Attest:

Mary Nicol, City Clerk

Item

S. Downtown Alley Improvements Project.

Responsible Staff Contact

John Harbarger
John Stearns

Recommendation

Recommend to except the bid from Ramshorn Construction for the S. Downtown Alley Improvements project in the amount of \$1,430,125.

Executive Summary

The City of Douglas has solicited bids for the S. Downtown Alley Improvements project. In the past year we have advertised three different times with all the bids coming over budget. We have had four different bids over that time span ranging from 1.9M to 1.4M. We have a total budget of \$975K. The contractor with the low bid stated that they wouldn't start on the project until the first of June. Knowing that the project will cross over to next year's budget, we would have to move the budget funding to next year's budget to complete this project even if we had the budget to meet this bid. I'm proposing that during this year's budget planning that the additional funding be added to this project so we can move forward with this project. By accepting this bid we will be able to get the contractor started in June using what is in this year's budget in the beginning stages of construction and finishing the project using next year's budget.

Background

These sewer mains have outdated their life expectancy and are overdue to be replaced. This is also the early stage of the downtown streetscape plans. With this project, the drainage issues in both allies will be addressed along with the sewer main that currently runs under buildings in the downtown area.

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

SD24 Outcome

SD24 Strategy

SD24 KPI

2014 Master Plan

2015 Downtown Master Plan

#1 – Invest in Infrastructure

WCC-01

N/A

Continued Investment and Extension of Life in Infrastructure



Agenda Item Report City Council – March 25, 2024

Budget/Fiscal Impact

Fund/Department

Improvements other than buildings: 32-58-6544, 31-5840-6544
& 56-5560-6544

Project/Line Item(s)

S. Downtown Alley Improvements Project

Budgeted Amount

\$500,000 (sewer), \$475,000 (water), \$0 (streets)

Anticipated Amount

\$1,430,125 (sewer: \$743,450, water: \$108,250, streets:
\$578,425)

Action Requested/Recommended Motion

Recommend to accept the bid from Ramshorn Construction in the amount of \$1,430,125.00, and further more authorize the City Manager to sign all associated documents.

Reviewed/Approved

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

- ☒ Public Works
- ☐ Legal
- ☐ Finance

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Douglas – S. Downtown Alleys Improvement Project

THIS BID SUBMITTED TO: City of Douglas (OWNER)
101 North 4th Street
P.O. Box 1030
Douglas, Wyoming 82633

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents and to substantially complete all Work as specified or indicated in the Contract Documents for the Contract Price.
2. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Bond. This Bid will remain subject to acceptance for sixty (60) days after the day of Bid opening. Bidder will sign and deliver counterparts of the Agreement, the Bonds and other documents required by the Bidding Requirements within ten (10) days after the date of OWNER's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
 - A. Bidder has examined and carefully studied the Bidding Documents and the following addenda, receipt of all which is hereby acknowledged:

Addendum No. <u>1</u>	Dated <u>2/27/2024</u>
Addendum No. <u> </u>	Dated <u> </u>
Addendum No. <u> </u>	Dated <u> </u>
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has been such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with

any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

5. Bidder may bid any or all schedules and will complete the Work for the bid schedule price(s) based upon materials actually furnished and installed and services actually provided, based on the lump sum and unit prices provided in the itemized bid schedule(s).
6. Bidder agrees that the work for the City of Douglas will be as provided above, substantially and finally completed.
7. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close to an estimate as possible to the actual damages. Any exceptions or objections to this provision are stated in writing and attached hereby by Bidder.
8. The following documents are attached to and made a condition of this Bid:

Required Bid Security in the form of a Bid Bond.
Certificate of Residency (if applicable)

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: RAMSHORN CONSTRUCTION, INC
P.O. BOX 2422, CASPER, WY 82602

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, as modified by the Supplementary Conditions.

Submitted on FEBRUARY 27, 2024.

Bidder is bidding as a RESIDENT (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

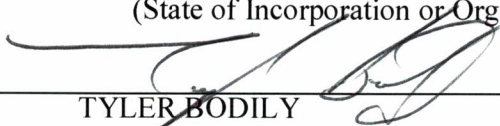
Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: RAMSHORN CONSTRUCTION, INC (seal)
(Corporation's or Limited Liability Company's Name)

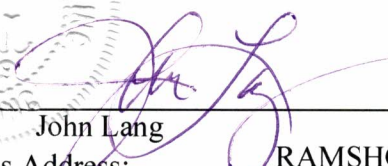
WYOMING

(State of Incorporation or Organization)

By:  (seal)
TYLER BODILY

(Title) PRESIDENT

(Seal)

Attest: 
John Lang

Business Address: RAMSHORN CONSTRUCTION, INC.
P.O. BOX 2422
CASPER, WY 82602

Phone Number: 307-234-6879

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE ***S. DOWNTOWN ALLEYS IMPROVEMENTS PROJECT - Addendum 1***

Bid Date:

March 5th, 2024 @ 2:00PM MST

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in this schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with the costs of other related items. The following is a list of abbreviations for this bid schedule.

LS = Lump Sum
SY = Square Yard

EA = Each
SF = Square Foot

LF = Linear Feet
CY = Cubic Yard

AC = Acre
Ton = Ton

Schedule A - Sewer					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
A1	Mobilization and Bonds	LS	1	\$75,000.00	\$75,000.00
A2	48" Sanitary Sewer Manholes	EA	6	15,000.00	90,000.00
A3	8" SDR35 PVC Sewer Main	LF	1690	160.00	270,400.00
A4	8" DR25 PVC Sewer Main	LF	320	165.00	52,800.00
A5	8" DR18 FPVC Trenchless Sewer Replacement	LF	320	250.00	80,000.00
A6	Insertion and Receiving Pits	LS	1	5,000.00	5,000.00
A7	Reconnect Sanitary Services (Trenchless)	EA	5	1,000.00	5,000.00
A8	Reconnect Sanitary Sewer Services	EA	45	\$1,500.00	67,500.00
A9	Connect to Existing Sewer Main	EA	6	100.00	600.00
A10	Connect to Existing Sewer Manhole	EA	2	10,000.00	20,000.00
A11	Controlled Density Flow Fill	CY	30	185.00	5,550.00
A12	Foundation Material	CY	215	\$75.00	16,125.00
A13	Select Backfill	CY	475	1.00	475.00
A14	Traffic Control	LS	1	40,000.00	40,000.00
A15	Force Account	FA	15000	\$1.00	\$15,000.00
Subtotal - Bid Schedule A					\$743,450.00

Schedule B - Water					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
B1	Mobilization and Bonds	LS	1	10,000.00	10,000.00
B2	6" DR18 C900 PVC Water Main	LF	220	145.00	31,900.00
B3	6" Ductile Iron Fittings	EA	6	1,200.00	7,200.00
B4	1" Water Services	EA	2	2,150.00	4,300.00
B5	1.5" Water Services	EA	1	5,000.00	5,000.00
B6	6" Fire Line Assembly	EA	1	15,000.00	15,000.00

B7	Connect to Existing Water	EA	1		
B8	Controlled Density Flow Fill	CY	10	185.00	1,850.00
B9	Foundation Material	CY	20	75.00	1,500.00
B10	Select Backfill	CY	150	10.00	1,500.00
B11	Traffic Control	LS	1	15,000.00	15,000.00
B12	Force Account	FA	15000	\$1.00	\$15,000.00
Subtotal - Bid Schedule B					108,250.00

Schedule C - Asphalt and Concrete					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
C1	Mobilization and Bonds	LS	1	50,000.00	50,000.00
C2	Alley Apron/Approaches	SY	100	125.00	12,500.00
C3	Grading "W" Base Course	SY	1100	35.00	38,500.00
C4	Subgrade Repair	CY	250	5.00	1,250.00
C5	Geotextile Fabric	SY	3700	10.25	37,925.00
C6	4" Asphalt with 8" Grading "W" Base Course with 3' Wide Valley Gutter	SY	3700		370,000.00
	6" Concrete with 4" Grading "W" Base Course	SY	3700	100.00	
C7	8" Asphalt with 12" Grading "W" Base Course (Trench Patch)	SY	105	150.00	15,750.00
C8	Concrete Collar and Manhole Adjustment (Existing Manholes)	EA	3	2,500.00	7,500.00
C9	Traffic Control	LS	1	20,000.00	20,000.00
C10	Force Account	FA	25000	\$1.00	\$25,000.00
Subtotal - Bid Schedule C					578,425.00

Subtotal Schedule A	743,450.00
Subtotal Schedule B	108,250.00
Subtotal Schedule C	578,425.00
Total Base Bid	1,430,125.00

Alternate Schedule - Sewer					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	8" HDPE DR17 (DIPS) Trenchless Sewer Replacement	LF	320	250.00	80,000.00
Total Alternate Bid Schedule					80,000.00

ADDENDUM #1

To the

BIDDING AND CONTRACT DOCUMENTS

For the

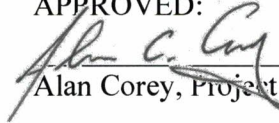
**S. DOWNTOWN ALLEYS IMPROVEMENTS PROJECT
Project No. 22-034**

**Prepared for:
City of Douglas
101 North Fourth St.
Douglas, WY 82633**

Date of the Addendum February 27, 2024

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.

APPROVED:

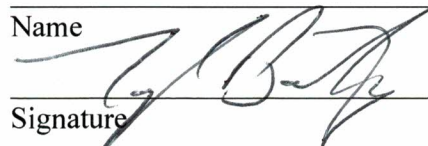

Alan Corey, Project Engineer

ACKNOWLEDGEMENT OF RECEIPT OF
ADDENDUM

RAMSHORN CONSTRUCTION, INC
Company

TYLER BODILY

Name



Signature

PRESIDENT

Title

FEBRUARY 27, 2024

Receipt Date

**STANDARD
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Ramshorn Construction, Inc.
as Principal, and Merchants National Bonding, Inc. Surety, are hereby held and firmly
bound, pursuant to Wyoming Statute Section 15-1-113(f), unto the City of Douglas, as OWNER,
in the penal sum of Five Percent of Amount Bid
Dollar(s) (\$ 5%) for the payment of which, well 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, a certain BID, whereby it has offered to enter into an Agreement in
writing with OWNER, for the City of Douglas –

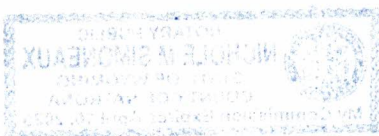
S. Downtown Alleys Improvement Project.

NOW, THEREFORE,

- A. If said BID shall be rejected; or,
- B. If said BID shall be accepted and the Principal shall execute and deliver the
Agreement to OWNER within ten (10) days after Notice of Award (which shall
constitute presentation of the Agreement to the Principal for the purpose of
execution) and shall furnish Bonds in forms furnished by OWNER for Principal's
faithful performance of said Agreement and for the payment of all persons
performing labor or furnishing materials in connection therewith, and shall
otherwise proceed with the performance of said Agreement, then this obligation
shall be void, otherwise the same shall remain in full force and effect and
OWNER may proceed against the BOND. It is expressly understood and agreed,
however, that the liability of 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 be in no way impaired or affected by an extension of the time within which
the OWNER may accept such BID, to a maximum of sixty (60) days after its submission to
OWNER; 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, this 26th day of February, 2024.



Attest:

Secretary or Authorized Witness for Corporate Bidder

(Seal)

Ramshorn Construction, Inc.
Principal(Corporation, Partnership, Individual)

BY: _____
(Authorized Representative or Partnership)

Tyler Bodily
(Print or Type Name)

P.O. Box 2422
Casper, WY 82602
(Address)

State of Wyoming)
County of Natrona) ss.

The foregoing Bid Bond was executed before me by Tyler Bodily
on behalf of Ramshorn Construction, Inc. this 26th day of February, 2024.
cc

My Commission Expires: May 1, 2025

Donna K. Prior
Notary Public

Merchants National Bonding, Inc.
Surety

BY: Denise Sherwin
Attorney-in-Fact for Surety

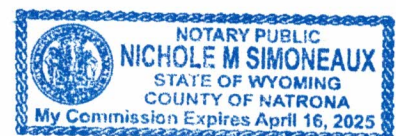
Denise Sherwin, Attorney-in-Fact
P.O. Box 14498
(Address)
Des Moines, IA 50306-3498

State of Wyoming)
County of Natrona) ss.

The foregoing Bid Bond was executed before me by Denise Sherwin,
who represented that he/she was the Attorney-in-Fact for the above named Surety, this
26th day of February, 2024.

My Commission Expires: 4-16-2025

Nichole M. Simoneaux
Notary Public



MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Denise Sherwin

Surety Bond #: Bid Bond
Principal: Ramshorn Construction, Inc.
Obligee: City of Douglas

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

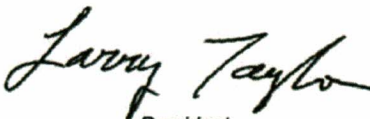
In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 26th day of February, 2024.

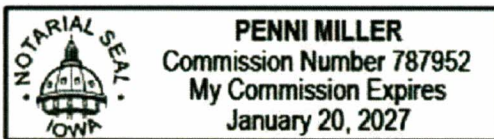


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By 
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 26th day of February, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



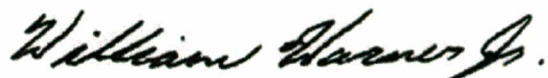

Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 26th day of February, 2024.




Secretary



STATE OF WYOMING

CERTIFICATE OF RESIDENCY



Contractor Number: 0041

RAMSHORN CONSTRUCTION, INC.

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 23RD DAY OF JANUARY TWO THOUSAND AND 24

A handwritten signature in black ink, appearing to read "Michele Johnson", written over a horizontal line.

Michele Johnson, Program Manager

EXPIRATION DATE: 1/22/2025

To verify the authenticity of the certificate,
please contact our office at 307-777-7261 or visit
wyomingworkforce.org/businesses/labor/info



CERTIFICATE SERIAL NUMBER: 2301202470

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Douglas – S. Downtown Alleys Improvement Project

THIS BID SUBMITTED TO: City of Douglas (OWNER)
101 North 4th Street
P.O. Box 1030
Douglas, Wyoming 82633

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents and to substantially complete all Work as specified or indicated in the Contract Documents for the Contract Price.
2. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Bond. This Bid will remain subject to acceptance for sixty (60) days after the day of Bid opening. Bidder will sign and deliver counterparts of the Agreement, the Bonds and other documents required by the Bidding Requirements within ten (10) days after the date of OWNER's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

- A. Bidder has examined and carefully studied the Bidding Documents and the following addenda, receipt of all which is hereby acknowledged:

Addendum No. <u>1</u>	Dated <u>02/27/2024</u>
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____

- B. Bidder has examined the site and locality where the work is to be performed, the federal, state and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has been such independent investigations as Bidder deems necessary;
- C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with

any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

5. Bidder may bid any or all schedules and will complete the Work for the bid schedule price(s) based upon materials actually furnished and installed and services actually provided, based on the lump sum and unit prices provided in the itemized bid schedule(s).
6. Bidder agrees that the work for the City of Douglas will be as provided above, substantially and finally completed.
7. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close to an estimate as possible to the actual damages. Any exceptions or objections to this provision are stated in writing and attached hereby by Bidder.
8. The following documents are attached to and made a condition of this Bid:

Required Bid Security in the form of a Bid Bond.
Certificate of Residency (if applicable)

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Wayne Coleman Construction, Inc.
PO Box 2440, Mills, WY 82644

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, as modified by the Supplementary Conditions.

Submitted on March 5, 2024.

Bidder is bidding as a Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

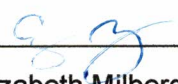
Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Wayne Coleman Construction, Inc. (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By:  (seal)
Elizabeth Milberger, Secretary
(Title)

(Seal)

Attest: 

Business Address: Wayne Coleman Construction, Inc.
1898 Melodi Lane
Casper, WY 82601

Phone Number: 307-265-3158

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

ADDENDUM #1

To the

BIDDING AND CONTRACT DOCUMENTS

For the

S. DOWNTOWN ALLEYS IMPROVEMENTS PROJECT

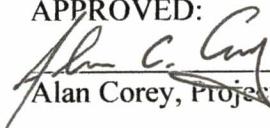
Project No. 22-034

**Prepared for:
City of Douglas
101 North Fourth St.
Douglas, WY 82633**

Date of the Addendum February 27, 2024

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.

APPROVED:



Alan Corey, Project Engineer

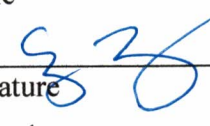
ACKNOWLEDGEMENT OF RECEIPT OF
ADDENDUM

Wayne Coleman Construction, Inc.

Company

Elizabeth Milberger

Name



Signature

Secretary

Title

February 28, 2024

Receipt Date

BID SCHEDULE **S. DOWNTOWN ALLEYS IMPROVEMENTS PROJECT - Addendum 1**

Bid Date:

March 5th, 2024 @ 2:00PM MST

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in this schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with the costs of other related items. The following is a list of abbreviations for this bid schedule.

LS = Lump Sum
SY = Square Yard

EA = Each
SF = Square Foot

LF = Linear Feet
CY = Cubic Yard

AC = Acre
Ton = Ton

Schedule A - Sewer					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
A1	Mobilization and Bonds	LS	1	\$60,000.00	\$60,000.00
A2	48" Sanitary Sewer Manholes	EA	6	\$16,000.00	\$96,000.00
A3	8" SDR35 PVC Sewer Main	LF	1690	\$315.00	\$532,350.00
A4	8" DR25 PVC Sewer Main	LF	320	\$315.00	\$100,800.00
A5	8" DR18 FPVC Trenchless Sewer Replacement	LF	320	\$300.00	\$96,000.00
A6	Insertion and Receiving Pits	LS	1	\$44,000.00	\$44,000.00
A7	Reconnect Sanitary Services (Trenchless)	EA	5	\$2,800.00	\$14,000.00
A8	Reconnect Sanitary Sewer Services	EA	45	\$2,000.00	\$90,000.00
A9	Connect to Existing Sewer Main	EA	6	\$10,000.00	\$60,000.00
A10	Connect to Existing Sewer Manhole	EA	2	\$10,000.00	\$20,000.00
A11	Controlled Density Flow Fill	CY	30	\$400.00	\$12,000.00
A12	Foundation Material	CY	215	\$85.00	\$18,275.00
A13	Select Backfill	CY	475	\$75.00	\$35,625.00
A14	Traffic Control	LS	1	\$19,500.00	\$19,500.00
A15	Force Account	FA	15000	\$1.00	\$15,000.00
Subtotal - Bid Schedule A					\$1,213,550.00

Schedule B - Water					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
B1	Mobilization and Bonds	LS	1	\$50,000.00	\$50,000.00
B2	6" DR18 C900 PVC Water Main	LF	220	\$300.00	\$66,000.00
B3	6" Ductile Iron Fittings	EA	6	\$1,500.00	\$9,000.00
B4	1" Water Services	EA	2	\$4,200.00	\$8,400.00
B5	1.5" Water Services	EA	1	\$5,000.00	\$5,000.00
B6	6" Fire Line Assembly	EA	1	\$11,000.00	\$11,000.00

B7	Connect to Existing Water	EA	1	\$11,000.00	\$11,000.00
B8	Controlled Density Flow Fill	CY	10	\$400.00	\$4,000.00
B9	Foundation Material	CY	20	\$85.00	\$1,700.00
B10	Select Backfill	CY	150	\$75.00	\$11,250.00
B11	Traffic Control	LS	1	\$19,282.00	\$19,282.00
B12	Force Account	FA	15000	\$1.00	\$15,000.00
				Subtotal - Bid Schedule B	\$211,632.00

Schedule C - Asphalt and Concrete					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
C1	Mobilization and Bonds	LS	1	\$20,000.00	\$20,000.00
C2	Alley Apron/Approaches	SY	100	\$200.00	\$20,000.00
C3	Grading "W" Base Course	SY	1100	\$18.00	\$19,800.00
C4	Subgrade Repair	CY	250	\$87.00	\$21,750.00
C5	Geotextile Fabric	SY	3700	\$7.00	\$25,900.00
C6	4" Asphalt with 8" Grading "W" Base Course with 3' Wide Valley Gutter	SY	3700	\$90.00	\$333,000.00
	6" Concrete with 4" Grading "W" Base Course	SY	3700	No Bid	
C7	8" Asphalt with 12" Grading "W" Base Course (Trench Patch)	SY	105	\$235.00	\$24,675.00
C8	Concrete Collar and Manhole Adjustment (Existing Manholes)	EA	3	\$3,000.00	\$9,000.00
C9	Traffic Control	LS	1	\$19,000.00	\$19,000.00
C10	Force Account	FA	25000	\$1.00	\$25,000.00
				Subtotal - Bid Schedule C	\$518,125.00

Subtotal Schedule A	\$1,213,550.00
Subtotal Schedule B	\$211,632.00
Subtotal Schedule C	\$518,125.00
Total Base Bid	\$1,943,307.00

Alternate Schedule - Sewer					
Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	8" HDPE DR17 (DIPS) Trenchless Sewer Replacement	LF	320	\$230.00	\$73,600.00
				Total Alternate Bid Schedule	\$73,600.00

**STANDARD
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Wayne Coleman Construction, Inc. as Principal, and The Ohio Casualty Insurance Company Surety, are hereby held and firmly bound, pursuant to Wyoming Statute Section 15-1-113(f), unto the City of Douglas, as OWNER, in the penal sum of Five Percent of Amount Bid Dollar(s) (\$ 5%) for the payment of which, well 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, a certain BID, whereby it has offered to enter into an Agreement in writing with OWNER, for the City of Douglas -

S. Downtown Alleys Improvement Project.

NOW, THEREFORE,

- A. If said BID shall be rejected; or,
- B. If said BID shall be accepted and the Principal shall execute and deliver the Agreement to OWNER within ten (10) days after Notice of Award (which shall constitute presentation of the Agreement to the Principal for the purpose of execution) and shall furnish Bonds in forms furnished by OWNER for Principal's faithful performance of said Agreement and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall otherwise proceed with the performance of said Agreement, then this obligation shall be void, otherwise the same shall remain in full force and effect and OWNER may proceed against the BOND. It is expressly understood and agreed, however, that the liability of 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 be in no way impaired or affected by an extension of the time within which the OWNER may accept such BID, to a maximum of sixty (60) days after its submission to OWNER; 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, this 21st day of February, 2024.



Attest:

Secretary or Authorized Witness for Corporate Bidder

(Seal)

State of Wyoming)
County of Natrona) ss.

The foregoing Bid Bond was executed before me by Elizabeth Milberger,
on behalf of Wayne Coleman Construction, Inc. this 23rd day of February, 2024

My Commission Expires: August 7, 2024



State of Wyoming)
County of Natrona) ss.

The foregoing Bid Bond was executed before me by Denise Sherwin,
who represented that he/she was the Attorney-in-Fact for the above named Surety, this
21st day of February, 2024.

My Commission Expires: March 8, 2025

Wayne Coleman Construction, Inc.
Principal (Corporation, Partnership, Individual)

BY: [Signature]
(Authorized Representative or Partnership)

Elizabeth Milberger
(Print or Type Name) Secretary
P.O. Box 2440
Mills, WY 82644
(Address)

[Signature]
Notary Public

The Ohio Casualty Insurance Company
Surety

BY: [Signature]
Attorney-in-Fact for Surety

Denise Sherwin, Attorney-in-Fact
175 Berkeley Street
(Address)
Boston, MA 02116

[Signature]
Notary Public Janece L. Wilhelm





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Denise Sherwin all of the city of Casper, state of WY its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bond:

Principal Name: Wayne Coleman Construction, Inc.

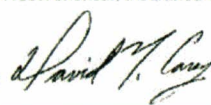
Obligee Name: City of Douglas

Surety Bond Number: Bid Bond

Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 21st day of February, 2024.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: 
David M. Carey, Assistant Secretary



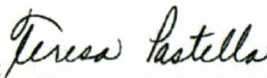
STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 21st day of February, 2024, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: 
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 21st day of February, 2024.



By: 
Renee C. Llewellyn, Assistant Secretary



STATE OF WYOMING

CERTIFICATE OF RESIDENCY



Contractor Number: 0344

THIS CERTIFIES THAT:

WAYNE COLEMAN CONSTRUCTION

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 2ND DAY OF MAY TWO THOUSAND AND 23

A handwritten signature in black ink, appearing to read "Michele Johnson".

Michele Johnson, Program Manager

EXPIRATION DATE: 5/1/2024

To verify the authenticity of the certificate,
please contact our office at 307-777-7261 or visit
wyomingworkforce.org/businesses/labor/info



CERTIFICATE SERIAL NUMBER: 0205202343

Item

CityWorks Software Solution for Planning, Permitting, Licensing, Development and Code Compliance.

Responsible Staff Contact

Clara Chaffin

Recommendation

Accept the proposal from Centricity as presented in an amount not to exceed \$77,000 and authorize the City Manager to approve and sign all associated documents.

Executive Summary

March 21 Update

Following discussion with City Council at the March 11 worksession, Staff requested contract documents from CityWorks. Those documents are being reviewed and edited by Staff and the City Attorney.

The budget amendment notification process has been started and the budget amendment will be available in April for Council approval.

Previous Narrative

Why: At the Worksession on March 11, the Douglas City Council and Staff together renewed its commitment to ensuring a smooth and efficient process for development and permitting within our community. Recognizing the importance of clarity and transparency, this initiative will actively engage stakeholders while at the same time enhancing our process flow.

In response to feedback from the development community, our staff has undertaken comprehensive efforts to streamline and simplify the process. We began by creating user-friendly infographics outlining the Building Permit, Type A Development, and Type B Development processes. While these resources were well received by members of The Enterprise's Housing Committee, we understand that further clarity was desired.

In pursuit of providing even more guidance, we have proactively explored innovative software solutions designed to lead applicants through each step of the process seamlessly. Our goal is to empower applicants with the tools they need to navigate the development process with confidence and ease, ultimately fostering a more vibrant and thriving community.

Software Solutions: Software reviewed included Tyler Technologies, Granicus, CivicPlus Land Management, CityWorks, CitizenServe, CloudPermit, OpenGov, SmartGov, and GovBuilt. Staff also

reached out to the other planning departments around the State of Wyoming to determine what solutions had been implemented and what the pros/cons were of those solutions. After reviewing the nine different software solutions, Staff found CityWorks met all of the needs of the City within one program.

CityWorks: CityWorks started in 1986 through Azteca Systems, a consulting firm that provided cartographic mapping support to federal agencies. The CityWorks platform was developed in 1996. In 2019 CityWorks was acquired by Trimble solidifying the company's position as the market leader in GIS-centric public asset management.

CityWorks PLL: The CityWorks Permitting, Licensing, and Land (PLL) system is a GIS based solution designed to simplify applications for customers and streamline workflows for staff. Through the system, residents, contractors, and customers will be able to submit, pay, and track applications online through the public portal. Staff will utilize dashboards to view and review applications and projects, communicate directly with the applicant and their team, schedule inspections or appointments, and efficiently monitor progress on all projects and applications.

Efficiency: Through the guided workflows, applicants will be able to quickly determine which application is required for their project, complete forms, and have a clear understanding of the required documentation.

Efficiency Example No. 1: The software would manage some of the more labor-intensive tasks that staff currently does such as notifications. The software solution will automatically generate the code-required notifications for public hearings on all applications including developments and conditional use permits. These letters typically take staff up to two days to draw the required buffer on Greenwood Map Server, copy each legal description to the letters, copy each address to the letters, reformat the address to be printed on envelopes, address each letter, and stuff and mail the letters. CityWorks will perform all of these tasks up to printing and mailing the letters.

Efficiency Example No.2 of: Staff currently will receive incomplete submittals and will have to make continued requests to the applicants, sometimes for months, before a completed application is submitted. Often time, the applicant thinks, despite communication from staff, that their application is being processed when it is not due to the incomplete nature of the application submittal. Through the CityWorks software, incomplete applications would not be allowed to be submitted until all required submittal components are completed by the applicant. The software will guide the applicant, notifying them of what requirements are missing. Finally, the applicant will clearly see the status of their application.

Efficiency Example No. 3: Staff can manage three commercial developments at one time without the software; however, along with other duties, the processing is not efficient and is often interrupted by other necessary department tasks. Review of applications requires focused attention. Constant interruptions cause the process to take longer and the reviewer must restart

certain portions in order to perform a thorough evaluation. As the reviewer moves through the submittal, notations are made to be given back to the applicant. Thies are often written on the submittal or on a separate piece of paper and later typed into an email to the applicant. Use of the software should enable a reviewer to pause in the middle of the process and deal with interruptions, then easily go back and start where they left off. All comments, such as missing information or incorrect parking dimensions, would be noted as the reviewer moves through the process, reducing redundancy, and providing a red-lined document back to the applicant.

More developments could be managed at the same time due to the efficiency provided by the software.

Background

Needs: The Community Development Department has received multiple requests from applicants, architects, engineers, contractors, and community members to have a transparent and efficient process by which applications can be submitted, reviewed, and processed quickly.

Specifically, The Enterprise, and Heather Maxwell with the Housing Committee, have been speaking with the Community Development Director and the City Manager to gain a better understanding of the process due to complaints received by the Enterprise.

Staff in the Community Development Department reviewed the comments, complaints, requests, and recommendations that have been received over the past two years and identified the following needs:

Permitting/Applications

- Guided process for all types of applications linked to databases (Contractor Licensing, ESRI, Legal Descriptions, Flood Zones).
- Fully electronic records accessible to both the applicant and staff.
- Direct integration with the licensed contractor database to ensure that all contractors used are licensed in Douglas.
- Once an application is completed, it will automatically be sent to the appropriate staff (and external reviewers if required) for processing.
- Portal for the applicant to be able to receive notifications of the progress of their application.
- Automatic notifications to the applicant when a comment is made or if the submittal is missing any items.
- As each phase is completed, the applications are automatically sent to the next reviewers, including external reviewers when necessary (WYDOT, State Fire Marshall's Office, City Engineer, Rocky Mountain Power, Black Hills Energy, etc.).
- Auto generate list of required inspections for the applicant based on the project.

Building Official

- Ability to view plans electronically on-site for inspections.
- Ability to check building codes on-site and identify them within inspection reports.
- Ability to access and site plan review while on-site.
- Ability to complete inspection reports on-site and send automatic notifications to the applicant and any other persons identified.

Code Compliance

- Ability for Code Compliance Officer to tag properties and, on a tablet, mark those properties so that staff in the office can see what is happening in real-time on a map and be able to answer phone calls from the people who are being tagged.
- Ability to analyze geographically where the majority of the problems are to enable staff to focus education efforts on those areas within the community.

Mapping

- Location based process.
- Automatic integration with ESRI for analysis and public notifications.
- Integration with ESRI where addresses, legals, zoning, flood plain, etc. are all pulled from ESRI and auto-fill the forms for the applicant.
- Ability to analyze geographically where all of our activity has occurred based on type (e.g., inspection, code compliance, application, development, etc.).

Contractor Licensing

- Ability for contractors to apply for a license through the public portal and submit all necessary documentation.
- Ability to link to the City Website providing citizens with a list of currently licensed contractors with contact information.

Renewals and Notifications

- Automatically send renewal notifications to contractors for annual renewals and enable contractors to pay online.
- Automatically send notifications to contractors and insurance companies of expired insurance certificates and request new documentation.
- Automatically generate targeted notifications and letters to required property owners about upcoming public hearings.
- Automatically generate public hearings notifications.

311 Integration (aka Citizen Hotline)

- Direct integration with the 311 system to notify appropriate staff of issues or requests being submitted.

Software Selection Process: Software reviewed included Tyler Technologies, Granicus, CivicPlus Land Management, CityWorks, CitizenServe, CloutPermit, OpenGov, SmartGov, and GovBuilt. Staff also reached out to the other planning departments around the State of Wyoming to determine what solutions had been implemented and what the pros/cons were of those solutions. Many communities including Cheyenne and Sharidan have been using OpenGov. However, the recommendations from those communities were to avoid OpenGov due to the significant limitations, no integration with GIS, and no ability to transfer existing records into the system. Sharidan currently uses the Asset Management component of CityWorks. Laramie is currently in the process of migration to Tyler Technologies; however, Tyler Technologies would not respond to a request for a demo. Jackson currently uses SmartGov but expressed concerns with the limited capabilities of the software.

After reviewing the nine different software solutions, Staff found CityWorks met all of the needs of the City within one program.

To fully evaluate and understand CityWorks, staff has met with representatives on four different occasions starting in November 2023 to review the product thoroughly and ensure the software would be an appropriate solution for Douglas.

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

<u>SD24 Outcome</u>	n/a
<u>SD24 Strategy</u>	n/a
<u>SD24 KPI</u>	n/a
<u>2014 Master Plan</u>	Goal A8. Streamline the Development Review process to be straightforward, efficient, and predictable; and to provide staff and decision makers with enough guidance to make informed recommendations and decisions.
<u>2015 Downtown Master Plan</u>	n/a

Budget/Fiscal Impact

<u>Fund/Department</u>	n/a
<u>Project/Line Item(s)</u>	n/a
<u>Budgeted Amount</u>	n/a
<u>Anticipated Amount</u>	Development: \$57,000, Data Migration: Not to exceed \$20,000

Complete Fiscal Impact

Year 1	Cost Min.	Cost Max.
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Agenda Item Report City Council – March 21, 2024

Workflow Development, Setup, and Training (min cost combines trainings)	\$54,000.00	\$57,000.00
Data Migration (\$5,000-\$20,000)	\$5,000.00	\$20,000.00
Software Subscription: PLL Workgroup Online Respond & Public Access	\$12,000.00	\$12,000.00
Tablets with Data x2 (CCO & Bldg. Official)	\$740.00	\$1,000.00
GIS Online/Creator (at minimum start with 3 users and 1 creator)	\$880.00	\$1,210.00
Total	\$72,620.00	\$91,210.00

Year 2+	Cost
Software Subscription: PLL Workgroup Online Respond & Public Access	\$16,000.00
Esri ArcGIS Online Viewer License (\$110 / per user per year) (x6)	\$660.00
ESRI ArcGIS Creator User (\$550 / per user per year) (x1)	\$550.00
Tablet Data Access (\$70 /per user per year) (x2)	\$280.00
Total	\$17,490.00

Action Requested/Recommended Motion

Accept the proposal from Centricity as presented in an amount not to exceed \$77,000 and further authorize the City Manager to approve and sign all associated documents.

Reviewed/Approved

- ☒ Community Development
- ☐ Law Enforcement
- ☒ City Manager
- ☐ Public Works

- ☐ Legal
- ☐ Finance/City Clerk



Azteca Systems, LLC - Cityworks
11075 S State St, Suite 24 | Sandy, UT 84070
801-523-2751 | Fax # 801-523-3734

Quote Number Q-38161-1
Created Date 1/11/2024
Expiration Date 3/20/2024

Contact Information

Contact Name:	Clara Chaffin	Prepared By Name:	Chris Crupi
Customer:	Douglas (WY), City of	Prepared By Phone:	(801) 523-2751
Contact Address:	420 Grant St Douglas, WY 82633-2153		

Quote Lines

Product Name	Quantity/ Population	Net Unit Price
PLL Workgroup Cityworks Online Respond Starter 5-Pack	1.00	USD 5,625.00
PLL Workgroup Cityworks Online Respond Logins 6+	1.00	USD 750.00
Public Access - PLL	1.00	USD 5,625.00
TOTAL:		USD 12,000.00

Notes

Year 1 Dollar Value	USD 12,000.00	Year 1 Date Range	YEAR 1*
Year 2 Dollar Value	USD 16,000.00	Year 2 Date Range	YEAR 2

Notes:

Cityworks Online Workgroup Server PLL Respond 6 Named Logins for:
Respond
Office (limited use for Admin and Reporting only)
Public Access for PLL

Cityworks Online (CWOL) – is a Cityworks Online hosted services subscription for the right to access and use the Online Services for the products identified hereinabove. CWOL is a highly scalable hosted services product offering. It is hosted on Azteca Systems' servers and completely scaled, managed, updated, backed up, and maintained by Azteca Systems. Because Azteca Systems controls the update schedule, users are not responsible for upgrading, managing, or patching the system themselves.

-
Renewal fee in the amount of \$16,000.00 due one year after initial purchase.

Discounts as Follows:
Year 1: 25 %

Terms and Conditions

Payment Terms
Payment due within 30 days

IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

For "on-prem" installations, the procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.



PROPOSAL

Cityworks PLL Implementation Services

Prepared for:

City of Douglas
101 N Fourth Street
P.O. Box 1030
Douglas, WY 82633

January 10, 2024

CONTACT:

Brandon Wright
801-376-8160
bwright@centricitygis.com



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About Centricity GIS

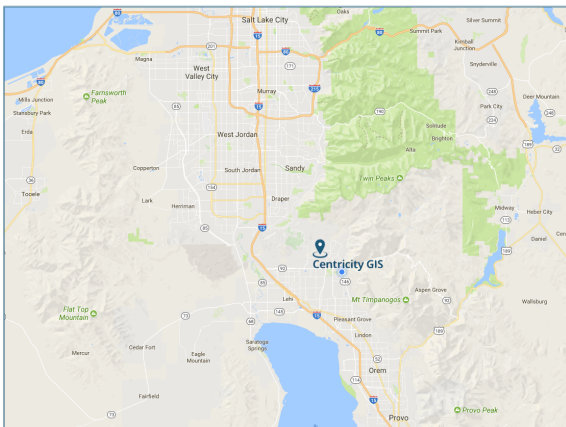
Introduction

Centricity GIS, LLC is a GIS Consulting company offering implementation, data, and application development services. Our founder, Brandon Wright, has 20 years of experience in GIS, Asset Management, and systems integration. All of our technical staff have at least 5 years of expertise in their discipline.

In addition to providing services for specific projects, we are also able to augment an agency's staff by providing resources such as programmers, analysts, and technicians on site.

Centricity GIS is a Cityworks Business Partner specializing in CMMS and GIS services for public agencies such as Cities, Counties, and Water Agencies. As a partner, we specialize in the implementation of Cityworks and ESRI technologies. From out of the box using Esri's ArcGIS for Local Government solutions to custom PLL implementations, we can help agencies realize their return on investment as quickly as possible.

We are located in Cedar Hills, Utah, about 30 minutes from Cityworks headquarters.



Experience.

Centricity GIS is a full-service, multidisciplinary asset management and permitting system consulting firm. We provide consulting services to municipal governments and private and public utilities.

Our project team will use tried and true implementation strategies that focus on your business processes and workflows, system requirements and training.

Centricity GIS has performed over 50 unique Cityworks implementations over nearly 20 years in the Asset Management and Permitting Industry. The flexibility and power of the Cityworks platform correlates with our extensive knowledge in system design and implementation.

Our business process knowledge in permitting allows us to be efficient and effective during all of the phases of implementation.

Centricity GIS has in house developers that focus on core Cityworks integrations and development tools. We have a history of integrating with Cityworks for many types of systems including:

- Customer Account Information
- Financial Systems
- Utility Billing
- SCADA
- AVL
- Citizen Reporting

Cover Pages/Executive Summary

January 10, 2024

Subject: Cityworks PLL Implementation

City of Douglas,

This proposal is for providing implementation services for the Cityworks PLL solution. The Cityworks solution is wholly unique because it is the only system that completely leverages your GIS parcel records throughout your work process. In other words, we will use your map data as the system of record, rather than try to sync your GIS records with your permit database.

Centricity GIS is a Cityworks Business Partner and is based in Cedar Hills, Utah. I previously worked for Cityworks and have over 20 years of experience in completing Cityworks implementation projects.

The projects that have been identified can be implemented separately to meet the City's needs. Centricity GIS is prepared to start any project upon notice to proceed.

This proposal includes the following services:

- Workflow Review Meetings (Onsite/Remote)
- Initial Cityworks Database Configuration
 - Workflows for: **Community Development, Contractor Licensing, Building Permitting, Code Compliance, Downtown Historic District Applications, Occupation and Plan Review. (Up to 25 Work Flows)**
 - Crystal Reports
 - Application Data
 - Contractors
 - Fees/Deposits
- Review of Configured Database (Onsite)
- Admin User Training (Onsite) – Train the Trainer style
- End User Training (Onsite)
- Rollout Support
- Ad-Hoc Support

Hourly rates for Centricity GIS (Ad-Hoc) are \$200/hour, billed monthly on the 1st business day following month end.

Please let me know if you have any questions or concerns regarding this proposal.

Sincerely,



Brandon Wright
Founder | President
801-376-8160

Approach and Methodology

A. INTRODUCTION

This scope of work identifies the tasks required for the successful improvement of the City's current Cityworks implementation. Centricity GIS understands that the following requirements have been identified by the City, and will be included in implementation:

- Workflow Review Meetings (Onsite)
- Initial Cityworks Database Configuration
 - Workflows for: **Community Development, Contractor Licensing, Building Permitting, Code Compliance, Downtown Historic District Applications, Occupation and Plan Review. (Up to 25 Work Flows)**
 - Crystal Reports (10 reports included)
 - Application Data
 - Contractors
 - Fees/Deposits
- Review of Configured Database (Onsite)
- Admin User Training (Onsite) – Train the Trainer style
- End User Training (Onsite)
- Rollout Support
- PLL Public Access Portal Setup (post-implementation)
- Ad-Hoc Support

The following tasks are included in this scope of work:

TASK 1: WORKFLOW REVIEW MEETING (ONSITE OR REMOTE - 1 DAY)

Meet with City staff to review workflows that will be created and configured in the Cityworks PLL Application

Tasks:

1. Meet with City staff to review and understand the City workflows for PLL
2. Get documentation from City that will provide the basis for the PLL configuration.
 - a. Process Documentation or Diagrams
 - b. Reports
 - c. Fee Schedules
 - d. Application Documents

Deliverable Milestones:

a. Meeting Notes

TASK 2: INITIAL CITYWORKS DATABASE CONFIGURATION

Configuration of PLL workflows into Cityworks.

Tasks:

1. Cityworks Database Configuration
2. Workflows for:
 - a. **Community Development, Contractor Licensing, Building Permitting, Code Compliance, Downtown Historic District Applications, Occupation and Plan Review. (Up to 25 Work Flows)**

Deliverable Milestones:

a. Configured Database

TASK 3: REVIEW OF CONFIGURED DATABASE (REMOTE)

Meet with City staff to review workflows and Cityworks setup that has been configured.

Tasks:

1. Database Review
2. Workflow changes and configuration changes as needed

Deliverable Milestones:

- a. Meeting Notes
- b. Configuration changes

TASK 4: ADDITIONAL INFORMATION CONFIGURATION (REMOTE)

Centricity GIS will configure additional information collected as part of application forms, fees and deposits, contractor types, and any additional, ancillary application data that needs to be tracked inside of Cityworks.

Tasks:

1. Configure additional info
2. Configure Fees/Deposits
3. Configure Contractor Types
4. Any Additional Application Data

Deliverable Milestones:

- a. Meeting Notes
- b. Any additional configuration changes

TASK 5: REPORTS AND INBOXES/DASHBOARDS (REMOTE)

Centricity GIS will build, using SAP Crystal Reports up to 10 reports that pull Cityworks data into various formats and layouts. In addition, Centricity GIS will configure inboxes and dashboards so that users can easily find pertinent information (e.g., available tasks, open permits, etc.)

Tasks:

1. Configure up to 10 Crystal Reports
2. Configure Inboxes and Dashboards

Deliverable Milestones:

- a. Up to 10 Crystal Reports
- b. At least one inbox/dashboard per user

TASK 6: ADMIN TRAINING (ONSITE – 1 DAY)

Centricity GIS will provide onsite training for the primary, or “Administrator” users of Cityworks. The City will provide the training facility and computers necessary for staff use.

Following the training of Administrator users, Centricity GIS will conduct a “Train-the-Trainer” style session with key department staff. The purpose of this training is to provide knowledge and steps necessary to train all other field personnel who will use the system.

Training will occur over 1 day

Deliverable Milestones:

- a. Admin and User Training completed
- b. Copy of training material used in training session delivered in digital format (PDF)

TASK 7: END USER TRAINING (ONSITE – 2 DAYS)

Centricity GIS will provide onsite training for the primary, or “End Users” of Cityworks. The City will provide the training facility and computers necessary for staff use.

The purpose of this training is to provide knowledge and steps necessary to train all other field personnel who will use the system.

Training will occur over 2 days

Deliverable Milestones:

- a. User Training completed
- b. Copy of training material used in training session delivered in digital format (PDF)
- c. Go-live

TASK 8: ROLLOUT SUPPORT (ONSITE - 1 DAY)

After the configuration, installation and training phases have concluded, we will provide Onsite rollout support.

1. Determine with department manager/champion what data/inboxes need to be displayed.
2. Build Dashboards – Build end user and management inboxes/dashboards
3. Cityworks Reconfiguration that needs completed based on Workflow Meetings and Admin training.
4. Configuration of Mobile Apps

Deliverable Milestones:

- a. Onsite Roll Out Support

TASK 9: AD-HOC SUPPORT

After the configuration, installation and training phases have concluded, we will provide troubleshooting and support services. **Used as needed up to 40 hours.**

1. Determine with department manager/champion what data/inboxes need to be displayed.
2. Build Inboxes – Build end user and management inboxes
3. Cityworks Reconfiguration that needs completed based on Workflow Meetings and Admin training.
4. Configuration of Mobile Apps (if applicable licenses from Cityworks apply)
5. Crystal Report Development
6. Dashboards and KPI's

Deliverable Milestones:

- a. 40 Hours included in Implementation

TASK 10: CITYWORKS PUBLIC ACCESS PORTAL SETUP

After the configuration, installation and training phases have concluded, we will setup PLL Public Access Portal.

1. Setup of Public Access Portal
2. Testing

Deliverable Milestones:

- a. PLL Portal Setup

OPTIONAL TASK 11: HISTORICAL DATA MIGRATION INTO CITYWORKS PLL

As part of the Cityworks PLL implementation, historical data migration will commence concurrently with the system configuration phase and continue post-configuration. This ensures a seamless integration of historical data, allowing users to have immediate access to legacy information once the system goes live.

1. Initial Data Analysis and Preparation
 - a. Conduct a detailed analysis of the Microsoft Access Database structure during the early stages of Cityworks PLL configuration.
 - b. Develop data transformation plans, including scripting and the utilization of ETL tools, to align with the ongoing configuration processes.
2. Data Migration and Configuration Alignment
 - a. Begin the data migration with a pilot data set concurrently with Cityworks PLL configuration to identify any potential issues early.
 - b. Adjust data transformation scripts and mapping documents based on findings during the configuration phase.
 - c. Perform iterative data loads into a Cityworks PLL test environment, paralleling configuration progress.
3. Post-configuration Data Migration Completion
 - a. Upon concluding the configuration phase, execute the full data migration, including all historical records.
 - b. Conduct a thorough validation of data integrity and consistency in the now-configured Cityworks PLL environment.
 - c. Carry out data cleansing and deduplication processes to ensure the quality of the migrated data.
4. Testing, Validation, and User Training

- a. Implement testing protocols to verify the accuracy and integrity of the historical data within Cityworks PLL.
 - b. Involve users in acceptance testing to ensure the historical data meets their operational requirements.
 - c. Integrate historical data review into user training sessions, offering immediate hands-on experience with the migrated data.
5. Finalization and Go-live Support
- a. Perform the final data load into the production environment after configuration validation.
 - b. Monitor system performance to ensure stability and address any issues related to the historical data migration.
 - c. Provide dedicated support and troubleshooting during the initial go-live phase to handle any historical data-related inquiries.

Deliverable Milestones:

- a. Data Mapping and Transformation Plan
- b. Full Data Migration Execution and Validation
- c. User Acceptance and Training

Firm Description & Project Organization

Centricity GIS, LLC is a multi-service organization providing specialized services in Field Asset Surveying, Geographic Information Systems (GIS) and application software services. CENTRICITY GIS provides professional services including consulting, training, staffing and technical support.

We continue to set the standard for high quality GIS Centric and Cityworks implementation projects, especially in utility industry for Water, Sewer, Storm, Gas and Electric backed by staff with a wide range of industry and technical experience having over 20 years of experience in GIS and 27 years in Cityworks implementation.

CENTRICITY GIS is a Dun & Bradstreet verified business (DUNS 08-085-9425).



Partners:

- Cityworks Business Partner Network
- ESRI Silver Partner



Management

Mr. Brandon Wright, founder of Centricity GIS, LLC, graduated with a B.S. degree in Business Information Systems from the University of Colorado, USA. He has over 20 years of professional experience in Cityworks and GIS within the Asset Management industry and has successfully completed over 50 Cityworks related projects. Most of his project experience is in implementing Cityworks systems with government agencies throughout United States. His core competency is in implementing Cityworks Asset Management solutions for government agencies (Water, Wastewater, Parks & Rec, etc.).

Mr. Wright manages the strategic planning, business development and company operations for CENTRICITY GIS. He also serves as client liaison officer on all the projects by overseeing scope, schedule, budget, and time frame.

Specialties: Asset Management, Data Conversion, and Project Implementation.

PROJECT MANAGEMENT APPROACH:

The CENTRICITY GIS President and Project Manager will attend progress meetings with the City team to provide status updates for on-going tasks. CENTRICITY GIS will also submit monthly progress reports and invoices, accompanied with a detailed delivery report.

Software Skills

GIS Software: ArcGIS Desktop, ArcGIS Online, ArcGIS Server, ArcGIS Pro

Asset Management Software: Cityworks PLL and AMS

Databases: Access, SQL Server, Oracle, Geodatabase

Reporting Tools: Crystal Reports, SQL Server Reporting Services

Qualifications and Past Performance

The following table shows the combined project experience of our team.

- Centricity GIS Reference Sites

Client	Implementation	Support	PLL	AMS	Reporting	Integrations
Moses Lake, WA	✓	✓	✓	✓	✓	✓
West Valley City, UT	✓	✓	✓	✓	✓	✓
Park City, UT	✓	✓		✓	✓	
Herriman, UT	✓	✓	✓	✓	✓	✓
Saratoga Springs, UT	✓	✓	✓	✓	✓	
Rancho Palos Verdes, CA	✓	✓		✓	✓	
Las Gallinas Valley Sanitary District, CA		✓		✓		
Redlands, CA	✓	✓	✓	✓	✓	✓
Cook County, IL	✓	✓	✓	✓	✓	
DDOT, Washington, DC	✓	✓		✓	✓	
Apex, NC	✓	✓		✓	✓	
Houston, TX	✓	✓		✓	✓	
Ruidoso, NM	✓	✓		✓	✓	

EDUCATION

Bachelor of Science
Degree, Business
Information Systems,
University of Colorado



Brandon Wright Founder/Project Oversight

Mr. Wright has over 10 years of experience providing Asset Management and GIS services to public agencies. Mr. Wright has been responsible for directing asset management projects and addressing logistical and technical concerns. Prior to working at Centricity GIS, Mr. Wright worked Cityworks for 10 years.

Services include database development/administration and maintenance, map creation, needs assessment, implementation, and integration. Integration services include integrating GIS databases (SQL Server or Oracle) with other systems such as Asset Management Systems, Customer Billing, Document Management and Work Orders. He also provides system training, and general IT consulting services.

Summary of Skills

- Expertise using ESRI's ArcGIS software products, ArcGIS Desktop 10.x, ArcGIS Server, ArcGIS Online
- Experience in administration of Cityworks AMS & PLL
- Cityworks PLL Administration Training
- Expertise in Mapping, GIS Data Modeling, Systems Integration, Needs Assessments
- Over 10 years of Project Management experience
- Database experience with SQL Server, Oracle, and Microsoft Access

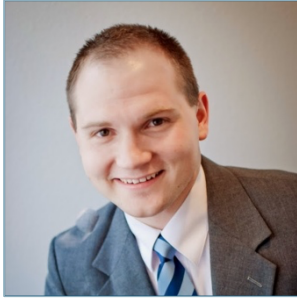
Representative Projects

- Moses Lake, Washington, Cityworks and PLL Implementation
- Rancho Palos Verdes, Cityworks Implementation
- Vista Irrigation District, Cityworks Implementation
- San Mateo, Cityworks Implementation
- Cook County, IL, Cityworks and PLL Implementation
- Saratoga Spring, UT, Cityworks and PLL Implementation
- Houston, TX, Cityworks Implementation/Expansion
- DDOT (Washington, D.C.), Cityworks Implementation/Expansion
- Columbia, SC, Cityworks Implementation/Expansion
- Lafayette, LA, Cityworks Implementation
- El Paso, TX, Cityworks Implementation/Expansion
- Apex, NC, Cityworks Implementation

EDUCATION

MA Degree, Public
Administration,
University of North
Carolina – Chapel Hill

BA Degree, Political
Science, Brigham
Young University - Idaho



Daniel Widenhouse Product/Project Manager

Mr. Widenhouse has over 7 years of experience providing Asset Management and GIS services to public agencies. Mr. Widenhouse has been responsible for overseeing and directing asset management and permitting projects. Prior to working at Centricity GIS, Mr. Widenhouse has worked for several public agencies including City of Saratoga Springs, UT and Rexburg, ID and administered their PLL and AMS systems.

His experience includes PLL and AMS Administration, Cityworks Suite of products. Database development/administration and maintenance, map creation, needs assessment, implementation, and integration. Project Management skills. Document Management and Work Orders. He also provides system training, and general IT consulting services.

Summary of Skills

- Expertise using ESRI's ArcGIS software products, ArcGIS Desktop 10.x, ArcGIS Server, ArcGIS Online
- Experience in administration of Cityworks AMS & PLL
- Cityworks PLL Administration
- Database experience with SQL Server, Oracle, and Microsoft Access

Representative Projects

- Saratoga Spring, UT, Cityworks and PLL Implementation
 - Implemented Cityworks PLL across Building, Planning, Capital Facilities, and Engineering departments. Built over 150 workflows, 70 case template types, and over 400 task types.
 - Implemented Cityworks AMS across Water, Sewer, Streets, and Parks departments.
 - Trained users on Office, Fields, and Mobile modes.
 - Trained admin users in Designer and PLL Admin.
 - Developed over 50 Crystal Reports for analytics and reporting needs.
 - Integrated Cityworks with CitySourced
- City of Redlands, CA, Cityworks and PLL Implementation
 - Created over 10 checklists for application review workflows in Cityworks PLL.
 - Wrote technical training materials for basic and admin users.
- City of Moses Lake, WA, Cityworks and PLL Implementation
 - Wrote Crystal reports for reporting to supervisors.
 - Developed PLL workflows and case types for the City.

Fee/Cost Proposal

Task	Description	Total Cost
1	Workflow Review Meetings (1 Days Remote)	\$ 1,000
	Workflow Meetings Meeting Notes	
2	Initial Cityworks Database Configuration (Remote)	\$ 30,000
	All groups as outlines in details section (Up to 25 Work Flows)	
3	Database Review (Remote)	\$ 1,000
	Meeting Notes and Action Items	
4	Additional PLL Information Configuration (Remote)	\$ 4,000
	Configure additional info Configure Fees/Deposits Configure Contractor Types Any Additional Application Data	
5	Reports and Inboxes/Dashboards	\$ 3,000
	Inboxes Dashboards Crystal Reports	
6	Admin User Training (1 Day Onsite)	\$ 3,000
	Onsite Administrator Training for City Admins	
7	End User Training (2 Day Onsite)	\$ 6,000
	Onsite End User Training for City Users	
8	Rollout Support (1 Days Onsite)	\$ 3,000
	Onsite Support for End Users when system goes live	
9	Ad-Hoc Support (up to 40 hours)	\$ Included
	Configuration Changes Admin Support Dashboards/KPI's Mobile App Configuration Any other Ad-Hoc Support that may be needed Additional Crystal Report Development	
10	Public Access Portal Setup	\$ 6,000
	Setup Cityworks Public Access Portal	
Total	Training and Onsite Visits	\$ 57,000

Optional Data Migration

Task	Description	Total Cost
11	Optional Data Migration (Estimate)	\$ 5,000 – 20,000
	- Depending on data format and the amount of data manipulation needed this cost can vary. Centricity will meet with the City team and do a no cost Data Evaluation to help determine actual scope and cost of any data migration into Cityworks PLL that may be needed/required.	

CORRECTIVE RIGHT-OF-WAY DONATION CERTIFICATE
Correcting recorded document 1095465 Book 1707 Page 10

Project: B152040
Road: Douglas Streets
Section: Co Co/Brownfield/Robin
County: Converse
Parcel No.: 36

We, City of Douglas are the owner of land situated in Converse County, Wyoming, more particularly described as:

Permanent Easement Parcel 36
A parcel of land located in Lots 1 and 2 of the OTHERSIDE OF THE TRACTS SUBDIVISION of the SW1/4NW1/4,NW1/4SW1/4 of Section 16, T. 32 N., R. 71 W. of the 6th P.M., Converse County, Wyoming. See document 1095465 Book 1707 Page 11 for full description.

Temporary Construction Permit Parcel 36A

This document is to remove the statements that we deem to convey ownership and donate free of cost the above described parcel to the Wyoming Department of Transportation.

THIS IS TO CERTIFY THAT:

We have been informed by the representative of the Wyoming Department of Transportation, working as an agent for Converse County for the need to secure a permanent detention pond easement and a temporary construction permit for highway and/or street purposes across the above described parcel;

We have discussed the proposed project with the representative of the Wyoming Department of Transportation, acting as an agent for Converse County and have been apprized to our satisfaction concerning the proposed construction details;

We have been informed by the representative of the Wyoming Department of Transportation, acting as an agent for Converse County of our legal right to just compensation in money for the above described parcel and of our right to just compensation for damages, if any, occurring as a result of said construction;

We release the Wyoming Department of Transportation, acting as an agent for Converse County from its obligation to have the property appraised pursuant to 49 CFR Part 24-102(2)(i);

We agree to sign and execute all necessary instruments conveying a permanent detention pond easement and a temporary construction permit of the above-described parcel to Converse County;

Notwithstanding the above recited facts, we deem to donate free of cost the above described parcel to Converse County and waive any damage claims relative to this action.

Dated this _____ day of _____, 20____.

City of Douglas (Grantor)

ACKNOWLEDGMENT

STATE OF _____)
_____) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me by _____,
on this _____ day of _____, 20____.

Witness my hand and official seal.

My Commission Expires: _____

Notary Public

**CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING**

Board members: Jane Garber (6/2026, At Large - Chair
Carl Kusters (6/2024, County) – Vice Chair
Robin Cross (6/2024, Douglas) - Treasurer
Jamie Sullivan (6/2024, Douglas) – Secretary -
Karissa Goosen (6/2025, County)
Zach Martinez (6/2025, Douglas)
Lyle Hunt (6/2026, Glenrock) -
Candace Benedetta (11/2025, Glenrock)
J.D. Cox (6/2026, County)

Date: January 15, 2024

Call to order: Jane Garber called the meeting to order @ 5:02 p.m.

General:

Grants: No grants this month
Lyle Hunt has resigned from the Board

Fair Manager Report:

Courtney Conkle stated that with the cold temperatures, the HVAC systems in many of the buildings at the Fair Grounds need service or update. They are currently interviewing 2 candidates for maintenance positions and have 8 candidates for the Events Coordinator position. The Event Coordinator position is still open for applications. Courtney and Kota reported they have received 23 awards in 2023 and the Top overall promotion and marketing award. They are now focused on quality of experience.

There were 479 event days with a team of 4 maintenance workers. They have requested 2 additional positions so they can add event days. Governor has not approved positions. They are looking at contractual options. They can currently do a max of 3 events simultaneously. Current staff is 4 admin positions and 4 maintenance positions. They have the infrastructure – not the staff - to grow.

Questions

- ever consider leasing to a promoter? WSF – have not pursued as they are trying to get new positions.
- rent space for small events (weddings, banquets, etc...)? WSF – only get 15% profit with small events; 30-40% with large events – want to be good partner with the community by renting for small events – but need staff.

Courtney discussed the dorms at WSF and the possibility to retrofit – cost is 6 million. 2 dorms only used for state fair. 1 dorm used 4 times a year. There are 519 hotel rooms in Douglas.

Sagebrush Marketing Report:

Jen Womack stated the State has approve the adjustments for the use of the grant dollars from the Destination Development Grant. The E newsletter has been distributed to 60,000. Jen received the bid for Harriett - \$34,000. Working on Camp Douglas.

Previous Month's Minutes: Minutes from December 2023 presented.

Motion: Karissa Goosen

Seconded: Robin Cross

Motion Carried

Financial Report: Invoices paid in the amount of \$25,043

Motion: J.D. Cox

Seconded: Zach Martinez

Motion Carried

Old Business:

Work session held from 3-5pm prior to general meeting – Jane, Jen, Candy and J.D. attended. Discussed duties that need to be completed by The Enterprise and visitor center that have been taken over by Tourism Board over time. Many tasks on Jen's list of duties are tasks that are Chamber or Visitor Center business. Need to separate list of duties into area of responsibilities – Chamber/visitor center; Marketing; Administrative

Candy called several other County and the State Tourism rep for our area to discuss other Board compositions. There is a mix of staff and consultant services in other Tourism Boards – but most have paid staff as a Director/CEO or administrative. Counties of similar size and budgets have 2-3 paid staff.

Discussed Boom Bust cycle of our communities. Need to focus on needs of communities (not Tourism role) such as motel rooms, shopping, outdoor recreation. Big attractions for bringing people to CC may be Sports, Museums/History and Outdoor activities (river, biking, hiking). Need to investigate revising 30-day stay tax rule. Need hotel rooms – many are booked by boom cycle.

New Business:

Berkeley Young with Young Strategies Inc. may be able to zoom in or meet at our February meeting as he will be in Wyoming for state conference. Jen will call to determine availability. We will schedule February meeting around his schedule – if there is a fee the Board will fund this. There was a motion to pay Berkeley Young for this meeting.

Motion: Candy Benedetta

Seconded: Robin Cross

Motion Carried

State Conference is February 25-27 in Cheyenne – Jen will be attending – Anyone else on Board Interested? Candy and Jane may be interested.

Joint Powers Board – Candy attended in Glenrock in January as we were not aware of these meetings. Jane Garber will represent the Tourism Board at these quarterly meetings – The next meeting is on April 3 at 7 am at the Plains in Douglas. Candy will advise Tory Walsh.

J.D. would like to set up a meeting with the Tourism Board, Arts and Culture Board and Main Street. – may be a special meeting or may be later this spring.

Board Homework – everyone please review list of duties that Jen sent and split list into duties for Chamber/visitor center; Marketing; and Administrative duties. Also add any duties that should be included. Also need to review our mission and By-Laws to accurately determine needs of the Board.

Public Comments: None

Adjournment: There being no further business, the meeting was adjourned @ 6:00 pm.

Next Meeting: TBD at Ruthe James building at the Fairgrounds.

Submitted to file by: Candace Benedetta

Converse County Tourism and Promotion Board Attendance Sheet: January 15, 2024 at Ruthe James

Jane Garber

Robin Cross

Karissa Goosen

Zach Martinez

Candy Benedetta

J.D. Cox

Guests:

Jen Womack – Sagebrush Marketing

Courtney Conkle – State Fair

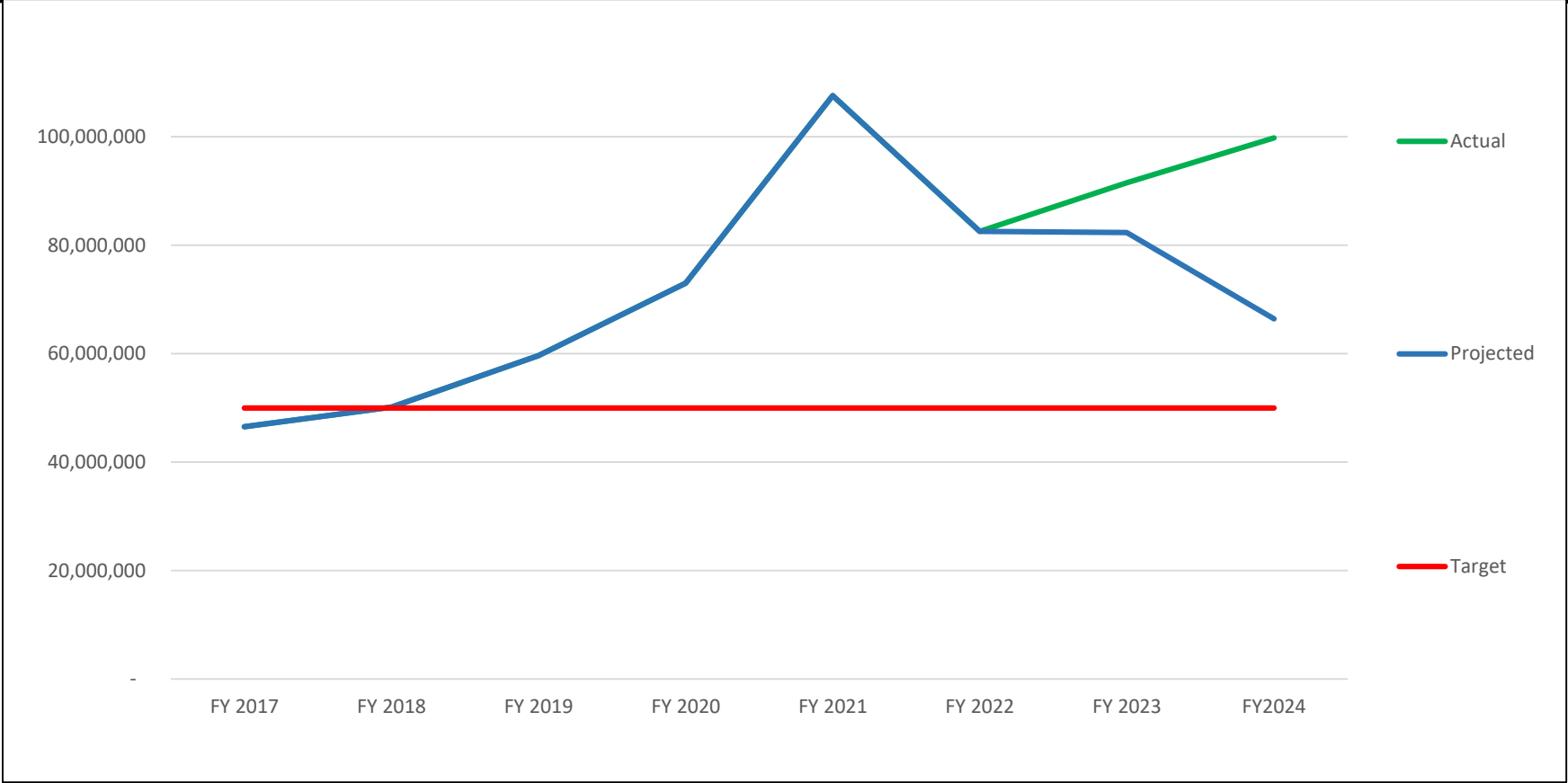
Kota Provence – State Fair

City of Douglas

Overall Reserves & Targets 2024

FY 2023-2024

RESERVES	Ending FY 2017	Ending FY 2018	Ending FY 2019	Ending FY 2020	Ending FY 2021	Ending FY 2022	Ending FY 2023	As of Feb 2024 FY2024
Actual	46,520,601	50,110,452	59,637,255	72,981,953	107,631,740	82,548,368	91,512,751	99,779,724
Projected	46,520,601	50,110,452	59,637,255	72,981,953	107,631,740	82,548,368	82,304,017	66,421,873
Target	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000



TREASURER'S REPORT



To the City Council:

The following is a General Statement of Accountability from the City Treasurer for the funds of the City of Douglas for the fiscal month to date ended and at **February 29, 2024**

FUND	Fund #	BALANCE AT BEGINNING OF MONTH	CASH RECEIPTS FOR PERIOD	CASH DISBURSEMENTS FOR PERIOD	TRANSFERS AND ADJUSTMENTS	BALANCE AT February 29, 2024
GOVERNMENTAL FUNDS						
GENERAL	10	\$ 49,282,680.71	\$ 1,888,339.02	\$ 1,066,102.99		\$ 50,104,916.74
SPECIAL REVENUE FUNDS						
-IMPACT ASSISTANCE	11	1,669,269.83	29,411.76	-		1,698,681.59
-POLICE SPECIAL PROJECTS	13	(84,237.54)	17,672.34	10,447.11		(77,012.31)
TOTAL SPECIAL REVENUE FUNDS		\$ 1,585,032.29	\$ 47,084.10	\$ 10,447.11		\$ 1,621,669.28
TOTAL GOVERNMENTAL		\$ 50,867,713.00	\$ 1,935,423.12	\$ 1,076,550.10		\$ 51,726,586.02
PROPRIETARY FUNDS						
ENTERPRISE FUNDS						
- WATER	31	13,358,494.99	189,444.60	103,713.56		13,444,226.03
-SEWER	32	3,287,538.65	124,703.70	104,890.07		3,307,352.28
-SANITATION	33	1,171,508.66	117,059.31	126,908.58		1,161,659.39
-LANDFILL	34	2,437,293.28	132,200.94	108,594.06		2,460,900.16
TOTAL ENTERPRISE		\$ 20,254,835.58	\$ 563,408.55	\$ 444,106.27		\$ 20,374,137.86
INTERNAL SERVICE FUNDS						
- EMPLOYEE HEALTH CARE	39	406,796.58	174,395.01	155,620.60		425,570.99
TOTAL PROPRIETARY		\$ 20,661,632.16	\$ 737,803.56	\$ 599,726.87		\$ 20,799,708.85
CAPITAL PROJECT FUNDS						
-CAPITAL IMPROVEMENT RESERVE	40	365,662.89	2,177.05	-		367,839.94
-ECONOMIC DEVELOPMENT	41	1,300,579.34	1,487.42	-		1,302,066.76
-BROWNFIELD GRANT	42	1,317.93	-	-		1,317.93
-CAPITAL EQUIPMENT RESERVE	47	55,823.62	74.80	63,837.00		(7,938.58)
-FIRE EQUIPMENT	50	542,633.31	727.06	-		543,360.37
-CLG - PROJECTS	53	7,321.66	-	-		7,321.66
-TRAIN CAR RESTORATION	54	65,359.90	-	-		65,359.90
-POOL IMPROVEMENTS	55	534,082.75	647.89	-		534,730.64
-STREET IMPROVEMENTS	56	17,837,842.07	44,227.99	28,361.44		17,853,708.62
-PUBLIC FACILITIES	57	3,376,982.64	6,643.23	8,500.00		3,375,125.87
-PARK IMPROVEMENTS	65	3,854,117.03	9,184.82	990.62		3,862,311.23
TOTAL CAPITAL PROJECT		\$ 27,941,723.14	\$ 65,170.26	\$ 101,689.06		\$ 27,905,204.34
TRUST AND AGENCY FUNDS						
-PERPETUAL CARE FUND	90	184,510.51	716.81	-		185,227.32
-VISIBLE MEMORIALS FUND	91	104.67	565.14	565.00		104.81
- HISTORIC PRESERVATION	92	21,620.32	28.97	-		21,649.29
-UTILITY DEPOSITS	96	102,380.97	284.06	(457.44)		103,122.47
-DEFERRED COMP PAYABLE	97	39.61	-	-		39.61
TOTAL TRUST AND AGENCY		\$ 308,656.08	\$ 1,594.98	\$ 107.56		\$ 310,143.50
TOTAL ALL FUNDS		\$ 99,779,724.38	\$ 2,739,991.92	\$ 1,778,073.59	\$ -	\$ 100,741,642.71

CERTIFICATION

I hereby certify that the foregoing is a true statement of my accountability to the City of Douglas for the total of the funds of the various accounts thereof as of the date of this report, and that said foregoing statement is materially correct, and that to cover the amount accountable to the City of Douglas stated in the foregoing statement, I hold the following:

Cash on hand.....	\$ 575.00
Cash and Investments at First Northern Bank	\$ 5,000,000.00
Cash and Investments at Points West Community Bank	13,934,767.56
Cash and Investments at Converse County Bank.....	60,118,566.79
Securities, Security Pools, and Interfund Advances.....	21,687,733.36
Total	\$ 100,741,642.71

Mary Nicol
Mary Nicol, Treasurer
February 29, 2024

CASH AND INVESTMENT SUMMARY
CITY OF DOUGLAS
February 29, 2024

<u>FUND</u>	<u>#</u>	<u>COMBINED CASH FUND</u>	<u>MONEY MARKETS</u>	<u>TIME DEPOSITS</u>	<u>SECURITY POOLS</u>	<u>TOTAL</u>
GOVERNMENTAL FUNDS						
GENERAL	10	\$ 7,993,381.96		\$26,573,136.30	\$ 15,538,398.48	\$ 50,104,916.74
SPECIAL REVENUE FUNDS						
-IMPACT ASSISTANCE	11	1,698,681.59		-	-	1,698,681.59
-POLICE SPECIAL PROJECTS	13	(77,012.31)		-	-	(77,012.31)
TOTAL SPECIAL REVENUE		1,621,669.28		-	-	1,621,669.28
		-		-	-	-
TOTAL GOVERNMENTAL		9,615,051.24		26,573,136.30	15,538,398.48	51,726,586.02
PROPRIETARY FUNDS						
ENTERPRISE FUNDS						
- WATER	31	1,106,658.83	123,947.37	7,997,635.11	4,215,984.72	13,444,226.03
-SEWER	32	103,574.48	123,947.36	1,862,300.02	1,217,530.42	3,307,352.28
-SANITATION	33	474,534.86	0.00	687,124.53		1,161,659.39
-LANDFILL	34	510,538.70		1,950,361.46		2,460,900.16
TOTAL ENTERPRISE		2,195,306.87	247,894.73	12,497,421.12	5,433,515.14	20,374,137.86
INTERNAL SERVICE FUNDS						
- EMPLOYEE HEALTH CARE	39	9,647.60		415,923.39	-	425,570.99
TOTAL PROPRIETARY		2,204,954.47	247,894.73	12,913,344.51	5,433,515.14	20,799,708.85
CAPITAL PROJECT FUNDS						
-CAPITAL IMPROVEMENT RESERVE	40	45,491.81		322,348.13		367,839.94
-ECONOMIC DEVELOPMENT	41	1,111,599.19		190,467.57		1,302,066.76
-BROWNFIELD GRANT	42	1,317.93				1,317.93
-CAPITAL EQUIPMENT RESERVE	47	(7,938.58)		-		(7,938.58)
-FIRE EQUIPMENT	50	543,360.37		-		543,360.37
-CLG - PROJECTS	53	7,321.66				7,321.66
-TRAIN CAR RESTORATION	54	65,359.90				65,359.90
-POOL IMPROVEMENTS	55	286,224.06		248,506.58		534,730.64
-STREET IMPROVEMENTS	56	2,106,523.79		15,747,184.83		17,853,708.62
-PUBLIC FACILITIES	57	34,043.69		3,341,082.18		3,375,125.87
-PARK IMPROVEMENTS	65	1,428,642.96		1,831,439.34	602,228.93	3,862,311.23
TOTAL CAPITAL PROJECT		5,621,946.78		21,681,028.63	602,228.93	27,905,204.34
TRUST AND AGENCY FUNDS						
-PERPETUAL CARE FUND	90	6,276.18		65,360.33	113,590.81	185,227.32
-VISIBLE MEMORIALS FUND	91	104.81		-		104.81
-HISTORIC PRESERVATION	92	21,649.29		-		21,649.29
-UTILITY DEPOSITS	96	10,433.38		92,689.09		103,122.47
	97	39.61				39.61
TOTAL TRUST AND AGENCY		38,503.27		158,049.42	113,590.81	310,143.50
TOTAL ALL FUNDS		\$ 17,480,455.76	\$ 247,894.73	\$ 61,325,558.86	\$ 21,687,733.36	\$ 100,741,642.71

CITY OF DOUGLAS
POOLED TIME DEPOSITS and MONEY MARKET ACCOUNT SUMMARY AND ALLOCATION
 February 29, 2024

CD's/TDOA's	TOTAL	10 General Fund	11 Impact Assistance Fund	31 Water Fund	32 Sewer Fund	33 Sanitation Fund	34 Landfill Fund	39 Health Ins. Fund	40 Cap. Imp. Reserve
CONVERSE COUNTY BANK									
TDOA #1290 - \$5,367,075.58 - 4.04% APY	5,367,075.58	4,562,014.24							
MATURES 12/18/2028 - 60 Months									
TDOA #1280 - \$1,528,242.58 - 4.25% APY	1,559,938.03	103,995.87		831,966.94	207,991.73	51,997.94	311,987.61		51,997.94
MATURES 9/21/2024 - 24 Months									
TDOA #1215 - \$1,000,000 - 2.35% APY	1,124,582.87	404,849.74				281,145.74	281,145.74		
MATURES 2/28/2024 - 60 Months									
TDOA #1287 - \$1,963,657.09 - 4.15% APY	2,004,952.73	1,055,238.28		527,619.14	422,095.31				
MATURES 6/25/2024 - 12 Months									
TDOA #1221 - \$5,000,000 - 2.15% APY	5,507,627.03	4,406,101.62		826,144.05	-		275,381.36		
MATURES 8/28/2024 - 60 Months									
TDOA #1281 - \$6,500,000 - 2.22% APY	7,074,509.79	2,089,701.35		272,096.54	816,289.59				
MATURES 9/26/2024 - 24 Months									
TDOA #1289 - \$20,000,000 - 4.91% APY	20,000,000.00	10,000,000.00		4,500,000.00		250,000.00	250,000.00		
MATURES 12/5/2024 - 12 Months									
TOTAL - CONVERSE CO BANK	\$ 42,638,686.03	\$ 22,621,901.10	\$ -	\$ 6,957,826.67	\$ 1,446,376.63	\$ 583,143.68	\$ 1,118,514.71	\$ -	\$ 51,997.94
FIRST NORTHERN BANK									
CD #101014942 - \$5,000,000 - 4.55% APY	5,000,000.00								
MATURES 12/12/2024 - 12 Months									
Total - First Northern Bank	\$ 5,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POINTS WEST COMMUNITY BANK									
CD #10012329 - \$1,000,000 - 2.35% APY	\$ 1,123,404.97								
MATURES 2/28/2024 - 60 Months									
CD #40020351 - \$5,000,000.00 - 3.87% APY	\$ 5,196,326.13	259,816.31							
MATURES - 2/27/2024 - 12 months									
CD #40020074 - \$5,000,000.00 - 3.13% APY	\$ 5,199,042.22	1,523,319.38		\$ 1,039,808.44	\$ 415,923.39	\$ 103,980.85	\$ 831,846.75	\$ 415,923.39	\$ 270,350.19
MATURES 11/17/2024 - 24 Months									
CD #40013985 - \$2,116,044.41 - 1.95% APY	\$ 2,168,099.51	2,168,099.51							
MATURES 9/28/2024 - 24 Months									
TOTAL - POINTS WEST	\$ 13,686,872.83	\$ 3,951,235.20	\$ -	\$ 1,039,808.44	\$ 415,923.39	\$ 103,980.85	\$ 831,846.75	\$ 415,923.39	\$ 270,350.19
TOTAL CD's/TDOA's	\$ 61,325,558.86	\$ 26,573,136.30	\$ -	\$ 7,997,635.11	\$ 1,862,300.02	\$ 687,124.53	\$ 1,950,361.46	\$ 415,923.39	\$ 322,348.13
Money Market Accounts									
POINTS WEST COMMUNITY BANK									
MMA #400101192 - \$200,000	247,894.73	0.00		123,947.37	123,947.36	0.00	0.00	0.00	0.00
TOTAL - POINTS WEST	\$ 247,894.73	\$ 0.00	\$ 0.00	\$ 123,947.37	\$ 123,947.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL MMA's	\$ 247,894.73	\$ 0.00	\$ 0.00	\$ 123,947.37	\$ 123,947.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
GRAND TOTAL	\$ 61,573,453.59	\$ 26,573,136.30	\$ -	\$ 8,121,582.48	\$ 1,986,247.38	\$ 687,124.53	\$ 1,950,361.46	\$ 415,923.39	\$ 322,348.13

CITY OF DOUGLAS

POOLED TIME DEPOSITS and MONEY MARKET ACCOUNT SUMMARY AND ALLOCATION

February 29, 2024

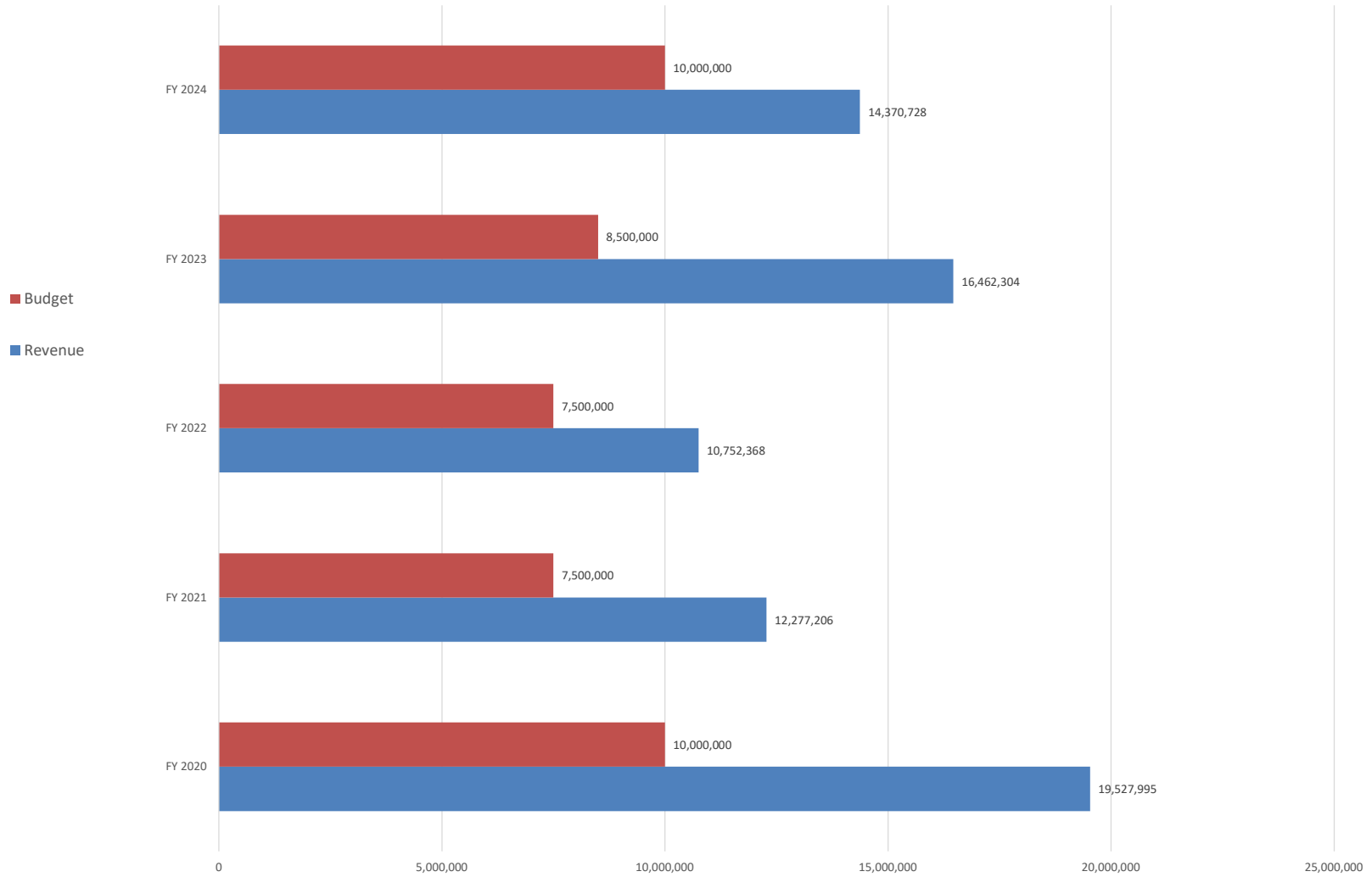
CD's/TDOA's	41 Economic Development	47 Cap. Equip. Reserve	50 Cap. Fire Equip. Reserve	55 Pool Improvements	56 Cap. Street Imp. Reserve	57 Cap. Public Fac. Imp. Reserve	65 Cap. Park Imp. Reserve	90 Perpetual Care Fund	96 Utility Dep. Fund
CONVERSE COUNTY BANK									
TDOA #1290 - \$5,367,075.58 - 4.04%APY MATURES 12/18/2028 - 60 Months					805,061.34				
TDOA #1280 - \$1,528,242.58 - 4.25%APY MATURES 9/21/2024 - 24 Months				112,458.31				16868.75	28114.59
TDOA #1215 - \$1,000,000 - 2.35% APY MATURES 2/28/2024 - 60 Months									
TDOA #1287 - \$1,963,657.09 - 4.15% APY MATURES 6/25/2024 - 12 Months									
TDOA #1221 - \$5,000,000 - 2.15% APY MATURES 8/28/2024 - 60 Months									
TDOA #1281 - \$6,500,000 - 2.22% APY MATURES 9/26/2024 - 24 Months	190,467.57			136,048.27	3,265,158.37	217,677.21		38,093.51	48,977.38
TDOA #1289 - \$20,000,000 - 4.91% MATURES 12/5/2024 - 12 Months					5,000,000.00				
TOTAL - CONVERSE CO BANK	\$ 190,467.57	\$ -	\$ -	\$ 248,506.58	\$ 9,070,219.71	\$ 217,677.21	\$ -	\$ 54,962.26	\$ 77,091.97
FIRST NORTHERN BANK									
CD #101014942 - \$5,000,000 - 4.55% MATURES 12/12/2024 - 12 Months					\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,000,000.00		
POINTS WEST COMMUNITY BANK									
CD #10012329 - \$1,000,000 - 2.35% MATURES 2/28/2024 - 60 Months									
CD #40020351 - \$5,000,000.00 - 3.87% MATURES - 2/27/2024 - 12 months					4,157,060.90	1,123,404.97	779,448.92		
CD #40020074 - \$5,000,000.00 - 3.13% MATURES 11/17/2024 - 24 Months					519,904.22		51,990.42	10,398.07	15,597.12
CD #40013985 - \$2,116,044.41 - 1.95% MATURES 9/28/2024 - 24 Months									
TOTAL - POINTS WEST	\$ -	\$ -	\$ -	\$ -	\$ 4,676,965.12	\$ 1,123,404.97	\$ 831,439.34	\$ 10,398.07	\$ 15,597.12
TOTAL CD's/TDOA's	\$ 190,467.57	\$ -	\$ -	\$ 248,506.58	\$ 15,747,184.83	\$ 3,341,082.18	\$ 1,831,439.34	\$ 65,360.33	\$ 92,689.09
Money Market Accounts									
POINTS WEST COMMUNITY BANK									
MMA #400101192 - \$200,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - POINTS WEST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MMA's									
GRAND TOTAL	\$ 190,467.57	\$ -	\$ -	\$ 248,506.58	\$ 15,747,184.83	\$ 3,341,082.18	\$ 1,831,439.34	\$ 65,360.33	\$ 92,689.09

CITY OF DOUGLAS
SECURITY POOLS SUMMARY AND ALLOCATION
February 29, 2024

INSTITUTION	TOTAL	10 GENERAL FUND	31 WATER FUND	32 SEWER FUND	65 PARK IMP FUND	90 Perpetual Care FUND
Wyoming State Treasurer - WYOSTAR	\$ 526,304.82	\$ 412,714.01		\$ -	\$ -	\$ 113,590.81
Wyo. Government Investment Fund - WG	251,926.73	-		251,926.73	-	-
Peak Investments	12,004,086.12	6,220,268.78	4,215,984.72	965,603.68	602,228.93	
WyoClass	8,905,415.68	8,905,415.68				
TOTAL	\$ 21,687,733.35	\$ 15,538,398.48	\$ 4,215,984.72	\$ 1,217,530.42	\$ 602,228.93	\$ 113,590.81

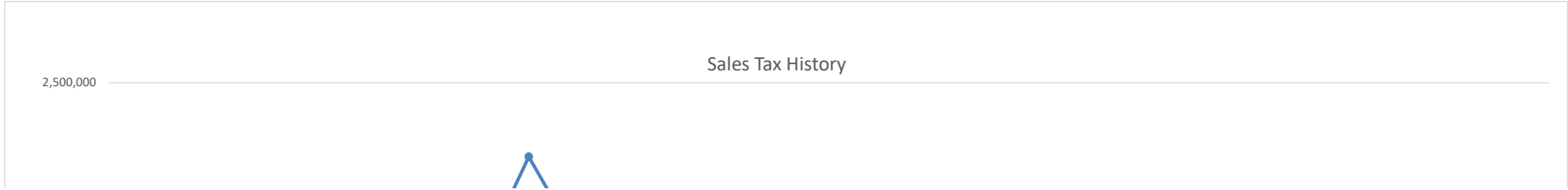
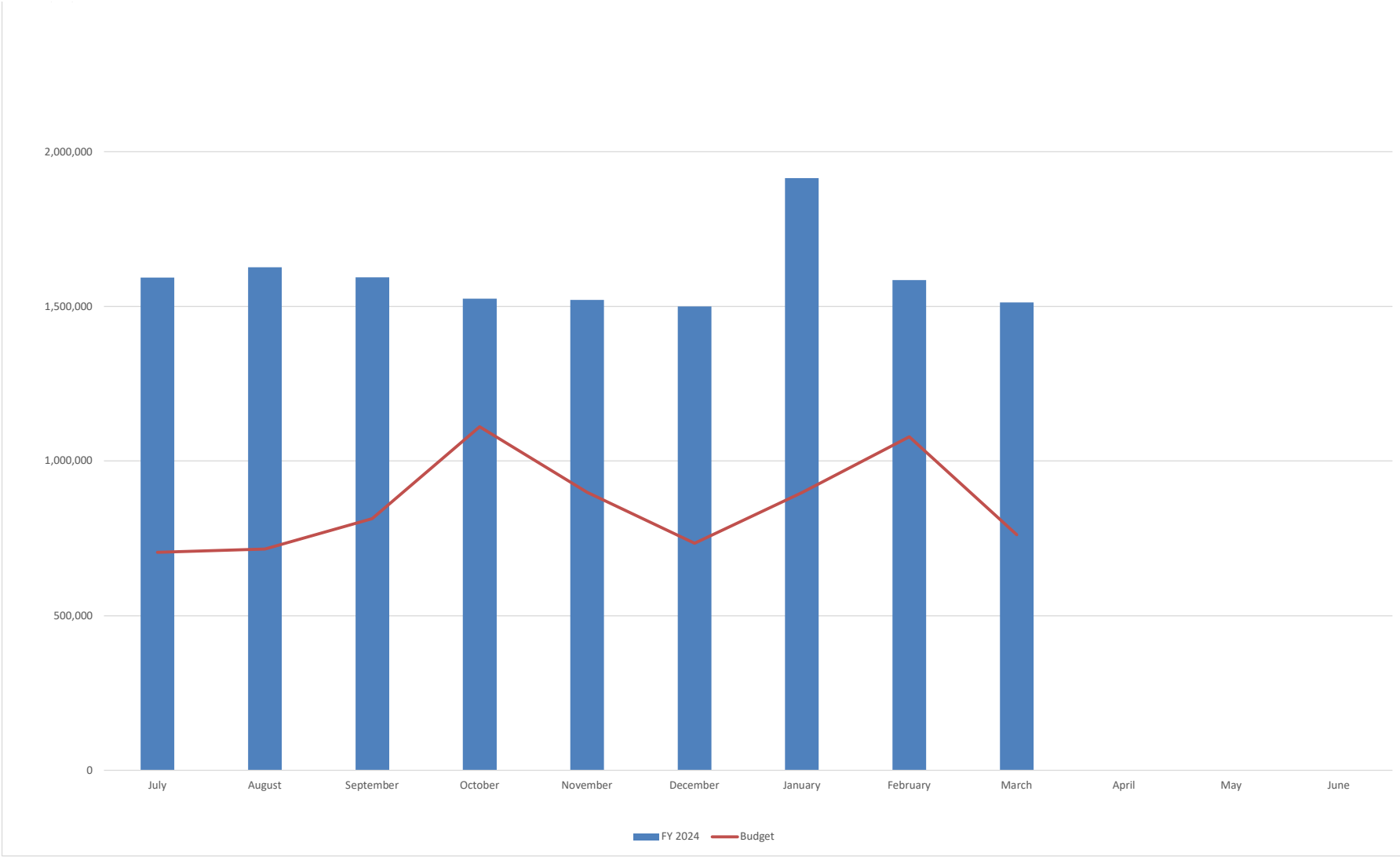
Sales Tax								Using Average % of Previous Years			Using Equal Monthly Budget		
	Average %	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	% Collected	Budget	FY 24 Variance	Total Variance	FY 24 Budget	FY 24 Variance	Total Variance
July	7.05%	1,709,699	721,591	688,361	1,180,151	1,593,239	15.93%	705,084	888,155	888,155	833,333	759,906	759,906
August	7.15%	1,626,878	678,770	621,431	1,477,386	1,626,656	16.27%	715,339	911,317	1,799,472	833,333	793,323	1,553,229
September	8.14%	1,594,768	1,170,188	669,516	1,420,424	1,593,741	15.94%	813,825	779,916	2,579,389	833,333	760,408	2,313,636
October	11.11%	2,296,981	1,806,775	733,755	1,832,154	1,524,683	15.25%	1,110,813	413,870	2,993,259	833,333	691,350	3,004,986
November	8.99%	1,724,595	1,102,858	944,700	1,539,437	1,521,004	15.21%	898,791	622,213	3,615,472	833,333	687,670	3,692,656
December	7.34%	1,802,303	543,590	858,551	1,272,109	1,499,682	15.00%	734,228	765,454	4,380,926	833,333	666,349	4,359,005
January	8.98%	1,737,649	1,457,143	839,002	1,210,210	1,914,456	19.14%	898,032	1,016,424	5,397,350	833,333	1,081,123	5,440,128
February	10.78%	1,797,479	1,801,333	1,092,275	1,498,053	1,584,696	15.85%	1,078,379	506,317	5,903,666	833,333	751,362	6,191,490
March	7.62%	1,693,941	885,536	945,710	953,719	1,512,571	15.13%	761,900	750,672	6,654,338	833,333	679,238	6,870,728
April	6.80%	1,200,194	581,268	940,150	1,244,896								
May	8.47%	1,328,466	973,485	1,159,826	1,379,561								
June	7.56%	1,015,043	554,668	1,259,090	1,454,204								
Revenue		19,527,995	12,277,206	10,752,368	16,462,304	14,370,728	143.71%	10,000,000	6,654,338	6,654,338	10,000,000	6,870,728	6,870,728
Budget		10,000,000	7,500,000	7,500,000	8,500,000	10,000,000							
Month													
Average		1,627,333	1,023,100	896,031	1,371,859	1,596,748							

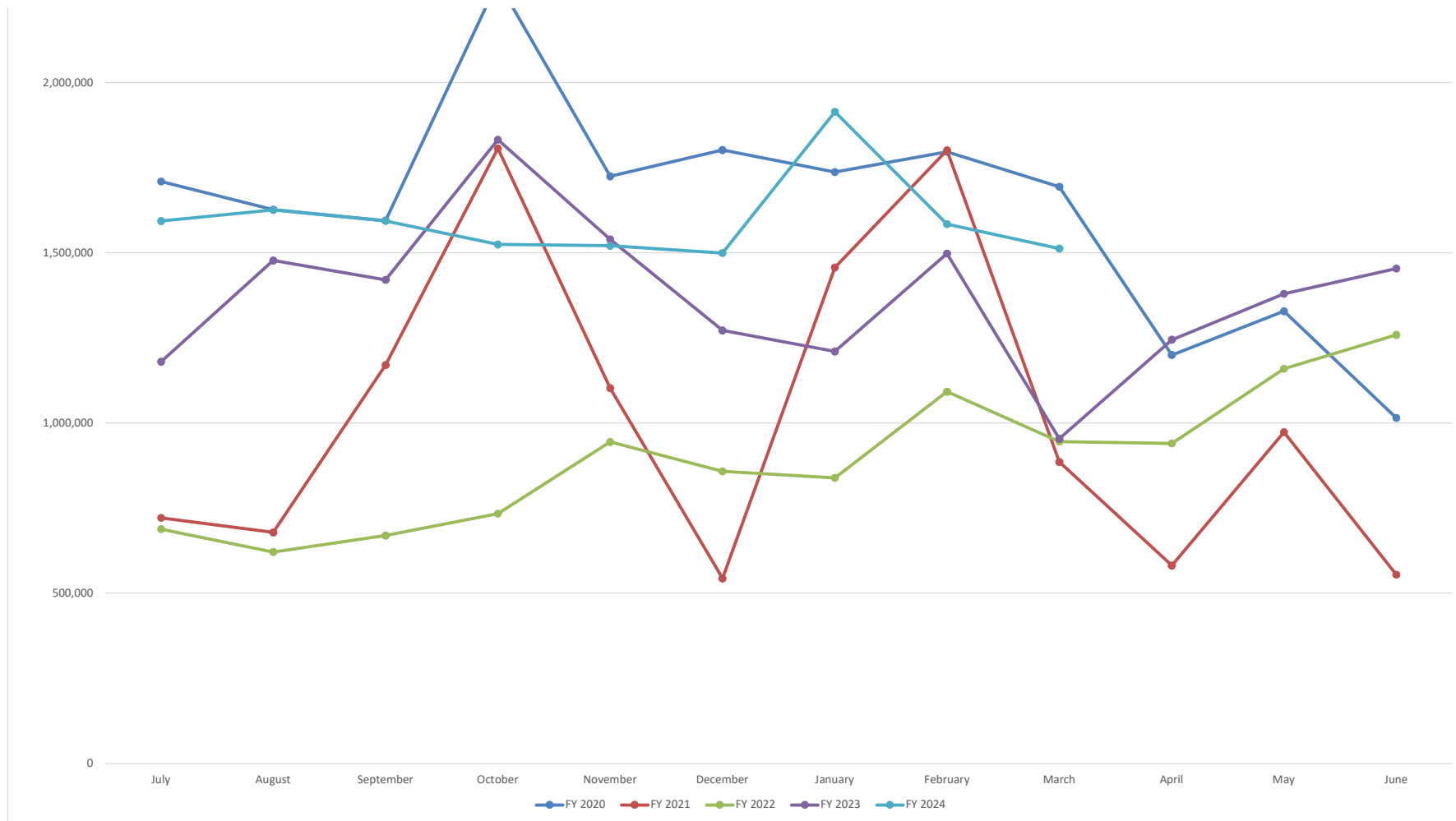
SALES TAX YEAR OVER YEAR



Sales Tax Actual to Budget

2,500,000





Contingency Progress Report

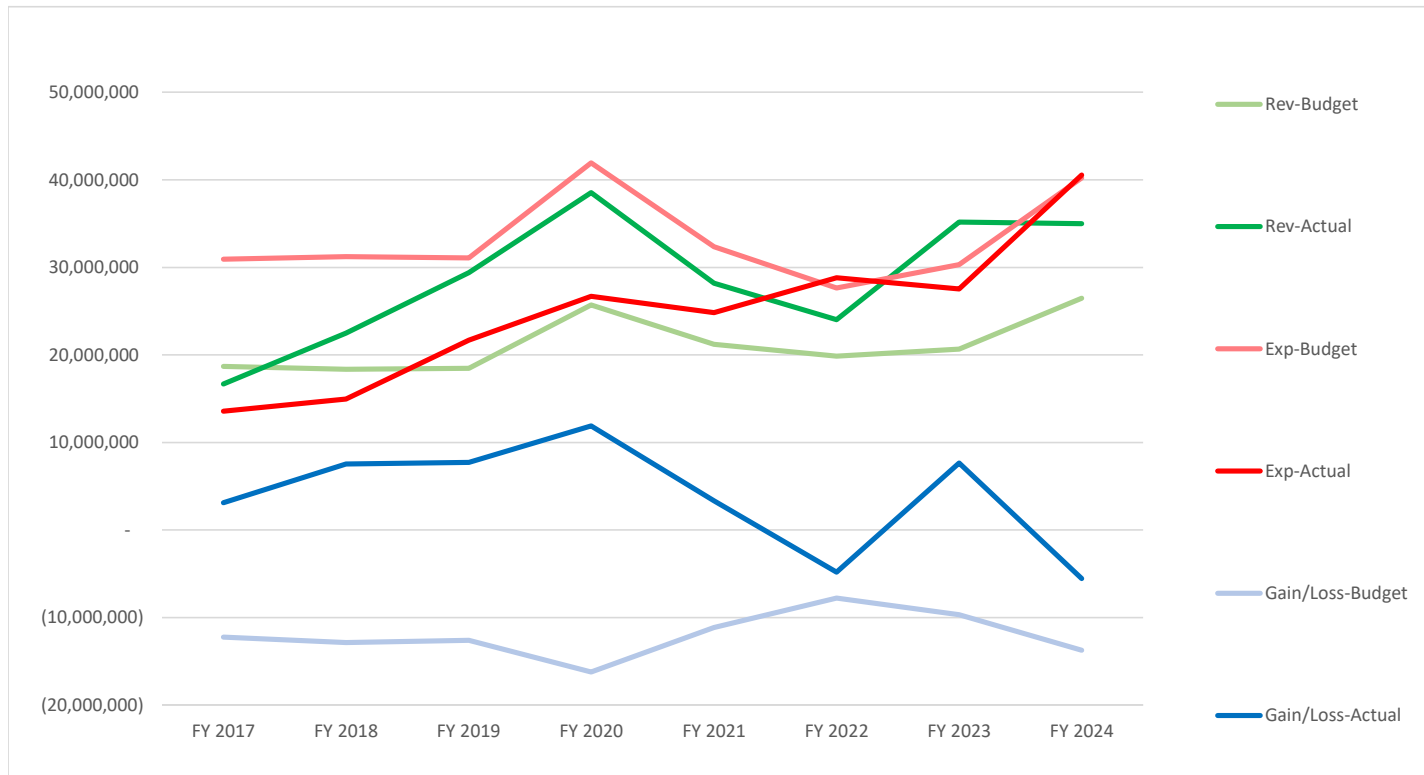
Overview

3/21/2024

Fund	Description	KPIs	Account	Original Amount	Allocated To Date	Remaining Available	Notes
Project-Specific Contingencies							
General	Aid to Others: CSBG	n/a	10-5110-9000	\$10,000.00	\$0.00	\$10,000.00	
Landfill	Landfill Road	n/a	34-5340-9000	\$500,000.00	\$500,000.00	\$0.00	20230815: \$500k for Landfill Road: Estimate 20230809 - Total \$1,063,000 (Engineering \$86,500, Construcion \$865,000, Contingency \$86,500) Amounts will be transferred to 34-5895-2153 & 34-5895-6544.
Economy	Economy Contingency	PSE05,06,07,10,11UPI-04	41-5410-9000	\$1,675,000.00	\$117,000.00	\$1,558,000.00	20231127: \$55K UPI-04-112 N 2nd St. 20231127: \$35k Retail Coach. 20231127: \$27k The Enterprise Economic Study .
Pool Improve	Kiddy Pool	n/a	55-5550-9000	\$250,000.00	\$0.00	\$250,000.00	
Other Capital	Extension J.Lambert/Bartling Park	PSE-10,11UPI-04	57-5570-9000	\$650,000.00	\$650,000.00	\$0.00	20231211: \$650K for Teton Way Improvements
Park Improve.	Riverside Park Irrigation	n/a	65-5650-9000	\$350,000.00	\$43,333.00	\$306,667.00	20230925: \$43K Design
Operational Contingencies							
Enterprise	Water System Contingency	n/a	31-5400-9000	\$50,000.00	\$0.00	\$50,000.00	Water Pumps? Repairs?
Enterprise	Sewer System Contingency	n/a	32-5500-9000	\$50,000.00	\$0.00	\$50,000.00	Equipment Issues?
Enterprise	Sanitation Contingency	n/a	33-5600-9000	\$25,000.00	\$0.00	\$25,000.00	Truck issues?
Landfill	Landfill Operations Contingency	n/a	34-5340-9000	\$50,000.00	\$0.00	\$50,000.00	Equipment Issues?
General	Non-Dept Council Contingency	n/a	10-5100-9000	\$200,000.00	\$42,490.00	\$157,510.00	20230814: Consultancy Agreement (\$42,490) Amount will be transferred to 10-5100-2156.
Total				\$3,810,000.00	\$1,352,823.00	\$2,457,177.00	36%

City of Douglas Overall Budget & Actuals FY 2023-2024

OVERALL TRENDS								Extrapolated EOY
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Rev-Budget	18,682,082	18,357,558	18,455,712	25,727,819	21,213,655	19,848,238	20,636,557	26,483,898
Rev-Actual	16,690,557	22,505,521	29,376,308	38,550,967	28,183,299	24,018,421	35,191,787	34,983,898
Exp-Budget	30,935,825	31,208,596	31,072,790	41,946,674	32,358,571	27,643,909	30,291,041	40,205,060
Exp-Actual	13,578,100	14,963,958	21,667,745	26,676,029	24,848,172	28,812,865	27,528,699	40,539,727
Gain/Loss-Budget	(12,253,743)	(12,851,038)	(12,617,078)	(16,218,855)	(11,144,916)	(7,795,671)	(9,654,484)	(13,721,162)
Gain/Loss-Actual	3,112,457	7,541,563	7,708,563	11,874,938	3,335,127	(4,794,444)	7,663,088	(5,555,829)



Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
GENERAL FUND			
GENERAL GOVT - NON DEPARTMENTL			
10-5100-0150	REPLACEMENT RESERVE	150,000	300,000
10-5100-1021	EMPLOYEE BENEFITS - SCL SCRTY	22	50
10-5100-1023	EMPLOYEE BENEFITS - HEALTH INS	19,740	27,225
10-5100-1025	EMPLOYEE BENEFITS - WRKRS COMP	3	0
10-5100-1032	EMPLOYEE BENEFITS - MDCL SRVC	1,299	2,750
10-5100-2101	POSTAGE/FREIGHT	5,697	6,000
10-5100-2115	PUBLISHING/ADVERTISING	25,977	41,200
10-5100-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	14,268	200
10-5100-2122	TRAINING/DEVELOPMENT	3,378	27,500
10-5100-2123	MEALS/LODGING/TRAVEL	1,532	500
10-5100-2131	UTILITY SERVICES - ELECTRICITY	50,070	80,000
10-5100-2132	UTILITY SERVICES - WTR/SWR/GRB	1,972	2,500
10-5100-2133	UTILITY SERVICES - NATURAL GAS	2,783	6,200
10-5100-2134	TELECOMMUNICATIONS	8,096	10,000
10-5100-2141	EQUIPMENT - RENT	207	215
10-5100-2151	LEGAL	26,983	40,000
10-5100-2152	ACCOUNTING/AUDITING	45,460	75,000
10-5100-2155	REPAIRS/MAINTENANCE	11,710	5,000
10-5100-2156	MAINTENANCE AGREEMENT	3,805	6,980
10-5100-2157	INSURANCE	33,907	94,250
10-5100-2158	MISC CONTRACTUAL SERVICES	274,630	588,050
10-5100-2166	COLLECTION FEES	0	75
10-5100-2175	REFUNDS/REIMBURSEMENT EXPENSE	830	300
10-5100-3201	OFFICE SUPPLIES	9,136	12,000
10-5100-3202	BAD DEBTS EXPENSE	0	0
10-5100-3210	OPERATING SUPPLIES	19,185	20,580
10-5100-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	5,762	0
10-5100-3230	REFRESHMENT SUPPLIES	5,843	14,400
10-5100-3235	FUEL	634	1,500
10-5100-4345	INVESTMENT FEES	0	0
10-5100-7601	CLAIMS AGAINST CITY	0	5,000
10-5100-7606	UNEMPLOYMENT CLAIMS	0	1,000
10-5100-9000	CONTINGENCY	0	200,000
Total GENERAL GOVT - NON DEPARTMENTL:		722,929	1,568,475
GENERAL GOVT - CITY COUNCIL			
10-5101-1001	SALARIES/WAGES - REGULAR	12,000	18,000
10-5101-1021	EMPLOYEE BENEFITS - SCL SCRTY	918	1,377
10-5101-1025	EMPLOYEE BENEFITS - WRKRS COMP	216	421
10-5101-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	8,000
10-5101-2122	TRAINING/DEVELOPMENT	1,300	2,500
10-5101-2123	MEALS/LODGING/TRAVEL	1,779	3,000
10-5101-3210	OPERATING SUPPLIES	0	500
Total GENERAL GOVT - CITY COUNCIL:		16,213	33,798
GENERAL GOVT - ADMIN SERVICES			
10-5102-1001	SALARIES/WAGES - REGULAR	299,177	474,423
10-5102-1002	SALARIES/WAGES - OVERTIME	1,120	1,500
10-5102-1005	SALARIES/WAGES - LONGEVITY	1,204	1,294

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
10-5102-1006	SALARIES/WAGES - ALLOWANCES	1,400	2,100
10-5102-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5102-1021	EMPLOYEE BENEFITS - SCL SCRTY	23,626	37,254
10-5102-1023	EMPLOYEE BENEFITS - HEALTH INS	89,283	157,617
10-5102-1025	EMPLOYEE BENEFITS - WRKRS COMP	6,037	12,462
10-5102-1026	EMPLOYEE BENEFITS - DFRRD COMP	5,939	7,661
10-5102-1029	EMPLOYEE BENEFITS - WY RTRMNT	51,822	83,776
10-5102-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,276	3,310
10-5102-2122	TRAINING/DEVELOPMENT	949	10,000
10-5102-2123	MEALS/LODGING/TRAVEL	3,256	10,600
10-5102-2134	TELECOMMUNICATIONS	548	0
10-5102-2158	MISC CONTRACTUAL SERVICES	0	0
10-5102-3210	OPERATING SUPPLIES	20	250
10-5102-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,701	1,000
Total GENERAL GOVT - ADMIN SERVICES:		487,357	803,247

GENERAL GOVT - IT

10-5103-1001	SALARIES/WAGES - REGULAR	0	0
10-5103-1005	SALARIES/WAGES - LONGEVITY	0	0
10-5103-1006	SALARIES/WAGES - ALLOWANCES	0	0
10-5103-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5103-1021	EMPLOYEE BENEFITS - SCL SCRTY	0	0
10-5103-1023	EMPLOYEE BENEFITS - HEALTH INS	0	0
10-5103-1025	EMPLOYEE BENEFITS - WRKRS COMP	0	0
10-5103-1029	EMPLOYEE BENEFITS - WY RTRMNT	0	0
10-5103-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	729	0
10-5103-2155	REPAIRS/MAINTENANCE	0	7,600
10-5103-2156	MAINTENANCE AGREEMENT	18,910	38,500
10-5103-2158	MISC CONTRACTUAL SERVICES	90,641	189,064
10-5103-3210	OPERATING SUPPLIES	2,372	2,400
10-5103-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	59,250	194,375
Total GENERAL GOVT - IT:		171,903	431,939

GENERAL GOVT - MUNICIPAL COURT

10-5105-1001	SALARIES/WAGES - REGULAR	37,641	55,076
10-5105-1002	SALARIES/WAGES - OVERTIME	0	0
10-5105-1005	SALARIES/WAGES - LONGEVITY	499	499
10-5105-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5105-1021	EMPLOYEE BENEFITS - SCL SCRTY	3,001	4,380
10-5105-1023	EMPLOYEE BENEFITS - HEALTH INS	5,069	7,648
10-5105-1025	EMPLOYEE BENEFITS - WRKRS COMP	759	1,432
10-5105-1026	EMPLOYEE BENEFITS - DFRRD COMP	1,094	1,683
10-5105-1029	EMPLOYEE BENEFITS - WY RTRMNT	4,703	7,237
10-5105-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	195
10-5105-2122	TRAINING/DEVELOPMENT	0	420
10-5105-2123	MEALS/LODGING/TRAVEL	0	540
10-5105-2151	LEGAL	20,831	14,000
10-5105-2156	MAINTENANCE AGREEMENT	2,400	2,400
10-5105-2162	COURT SURCHARGES	0	750
10-5105-2166	COLLECTION FEES	0	0
10-5105-2175	REFUNDS/REIMBURSEMENT EXPENSE	0	250

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
10-5105-3210	OPERATING SUPPLIES	0	500
10-5105-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	0
10-5105-3233	UNIFORMS/CARE	0	150
Total GENERAL GOVT - MUNICIPAL COURT:		75,997	97,160

GENERAL GOVT - PLANNING/DVPMT

10-5106-1001	SALARIES/WAGES - REGULAR	188,850	288,151
10-5106-1002	SALARIES/WAGES - OVERTIME	0	0
10-5106-1005	SALARIES/WAGES - LONGEVITY	945	944
10-5106-1006	SALARIES/WAGES - ALLOWANCES	600	900
10-5106-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5106-1021	EMPLOYEE BENEFITS - SCL SCRTY	14,976	22,817
10-5106-1023	EMPLOYEE BENEFITS - HEALTH INS	24,541	37,189
10-5106-1025	EMPLOYEE BENEFITS - WRKRS COMP	3,788	7,540
10-5106-1026	EMPLOYEE BENEFITS - DFRRD COMP	5,374	8,265
10-5106-1029	EMPLOYEE BENEFITS - WY RTRMNT	27,108	41,296
10-5106-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,052	1,550
10-5106-2122	TRAINING/DEVELOPMENT	1,435	2,500
10-5106-2123	MEALS/LODGING/TRAVEL	1,372	6,000
10-5106-2134	TELECOMMUNICATIONS	798	1,250
10-5106-2153	ARCHITECT/ENGINEERING/SURVEY	4,985	10,000
10-5106-2155	REPAIRS/MAINTENANCE	0	1,000
10-5106-2156	MAINTENANCE AGREEMENT	1,399	3,150
10-5106-2158	MISC CONTRACTUAL SERVICES	10,011	72,000
10-5106-2175	REFUNDS/REIMBURSEMENT EXPENSE	0	750
10-5106-3210	OPERATING SUPPLIES	1,385	6,600
10-5106-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	1,000
10-5106-3235	FUEL	373	2,000
Total GENERAL GOVT - NON DEPARTMENTL:		288,992	514,902

COMMUNITY SERVICE CONTRACTS

10-5110-8701	COMM SERV-CNTRCT-RIVERSIDE PLA	0	100,000
10-5110-8702	COMM SERV-CNTRCT-COMM CLUB/GE	35,000	60,000
10-5110-8703	COMM SERV-CNTRCT-YOUTH RCREAT	30,000	30,000
10-5110-8705	COMM SERV-CNTRCT-HIGH COUNTRY	0	30,000
10-5110-8707	COMM SERV-CNTRCT-CHLD/FMLY DVL	3,333	5,000
10-5110-8709	COMM SERV-CNTRCT-YOUTH DVLPMN	13,333	20,000
10-5110-8714	COMM SERV-CNTRCT-THE ENTERPRIS	49,583	85,000
10-5110-8723	COMM SERV-CNTRCT-DGLS HOCKEY	0	24,000
10-5110-8730	COMM SERV-CNTRCT-GATHERING INC	6,047	0
10-5110-8734	COMM SERV-CNTRC-LARAMIE PEAK	46,667	85,000
10-5110-8746	COMM SERV-CNTRCT-BOYS & GIRLS	16,667	25,000
10-5110-8750	COMM SERV-CNTRCT-CHLDRNS ADVO	2,000	4,000
10-5110-8753	COMM SERV-CNTRCT-COMM SRVC BL	0	0
10-5110-8755	COMM SERV-CNTRCT-HELPING HAND	0	20,000
10-5110-8757	COMM SERV-KINGS PORTION	-3,273	25,000
10-5110-8759	COMM SRVC CNTRCT-HOPE CENTER	6,610	20,000
10-5110-8763	COMM SRVC CNTRCT-OUTDR ENTHST	0	35,250
10-5110-9000	CONTINGENCY	0	10,000
Total COMMUNITY SERVICE CONTRACTS:		205,968	578,250

PUBLIC SERVICE CONTRACTS

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
10-5111-8744	COMM SERV-CNTRCT-FIRE SPFRSN	63,433	407,100
10-5111-8760	COMM SRVC CNTRCT-JOINT JUSTICE	455,642	1,000,000

Total PUBLIC SERVICE CONTRACTS:	519,075	1,407,100
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POLICE DEPT - ADMINISTRATION

10-5201-1001	SALARIES/WAGES - REGULAR	117,251	175,335
10-5201-1002	SALARIES/WAGES - OVERTIME	194	100
10-5201-1005	SALARIES/WAGES - LONGEVITY	251	250
10-5201-1006	SALARIES/WAGES - ALLOWANCES	600	900
10-5201-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5201-1021	EMPLOYEE BENEFITS - SCL SCRTY	9,078	13,552
10-5201-1023	EMPLOYEE BENEFITS - HEALTH INS	25,793	39,358
10-5201-1025	EMPLOYEE BENEFITS - WRKRS COMP	5,562	4,928
10-5201-1026	EMPLOYEE BENEFITS - DFRRD COMP	365	561
10-5201-1029	EMPLOYEE BENEFITS - WY RTRMNT	20,103	30,175
10-5201-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	540	680
10-5201-2122	TRAINING/DEVELOPMENT	760	1,480
10-5201-2123	MEALS/LODGING/TRAVEL	2,559	3,810
10-5201-2131	UTILITY SERVICES - ELECTRICITY	947	2,000
10-5201-2134	TELECOMMUNICATIONS	320	494
10-5201-2155	REPAIRS/MAINTENANCE	0	250
10-5201-2156	MAINTENANCE AGREEMENT	803	1,200
10-5201-2158	MISC CONTRACTUAL SERVICES	1,500	4,550
10-5201-2161	INCARCERATION CONTRACT	1,005	2,500
10-5201-3210	OPERATING SUPPLIES	1,229	8,550
10-5201-3233	UNIFORMS/CARE	0	600
10-5201-3235	FUEL	539	650

Total POLICE DEPT - ADMINISTRATION:	189,397	291,923
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POLICE DEPT - PATROL

10-5202-1001	SALARIES/WAGES - REGULAR	770,792	1,345,245
10-5202-1002	SALARIES/WAGES - OVERTIME	40,737	65,000
10-5202-1005	SALARIES/WAGES - LONGEVITY	2,358	2,359
10-5202-1006	SALARIES/WAGES - ALLOWANCES	400	600
10-5202-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	4,455
10-5202-1021	EMPLOYEE BENEFITS - SCL SCRTY	63,015	109,547
10-5202-1023	EMPLOYEE BENEFITS - HEALTH INS	232,556	406,212
10-5202-1025	EMPLOYEE BENEFITS - WRKRS COMP	16,212	36,743
10-5202-1026	EMPLOYEE BENEFITS - DFRRD COMP	9,679	14,330
10-5202-1029	EMPLOYEE BENEFITS - WY RTRMNT	139,402	241,076
10-5202-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	295	1,154
10-5202-2122	TRAINING/DEVELOPMENT	8,557	18,000
10-5202-2123	MEALS/LODGING/TRAVEL	2,427	16,000
10-5202-2134	TELECOMMUNICATIONS	12,295	18,390
10-5202-2155	REPAIRS/MAINTENANCE	9,795	8,000
10-5202-2156	MAINTENANCE AGREEMENT	9,578	13,838
10-5202-2158	MISC CONTRACTUAL SERVICES	900	4,372
10-5202-3201	OFFICE SUPPLIES	0	300
10-5202-3210	OPERATING SUPPLIES	23,471	39,600
10-5202-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	10,508	13,206
10-5202-3233	UNIFORMS/CARE	13,876	18,500
10-5202-3235	FUEL	20,383	16,995

Total POLICE DEPT - PATROL:	1,387,234	2,393,922
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Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
PUBLIC WORKS - ADMINISTRATION			
10-5301-1001	SALARIES/WAGES - REGULAR	120,584	183,794
10-5301-1002	SALARIES/WAGES - OVERTIME	0	0
10-5301-1005	SALARIES/WAGES - LONGEVITY	1,402	1,402
10-5301-1006	SALARIES/WAGES - ALLOWANCES	600	900
10-5301-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5301-1021	EMPLOYEE BENEFITS - SCL SCRTY	9,402	14,296
10-5301-1023	EMPLOYEE BENEFITS - HEALTH INS	24,367	36,951
10-5301-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,438	4,859
10-5301-1029	EMPLOYEE BENEFITS - WY RTRMNT	20,740	31,613
10-5301-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	239	315
10-5301-2122	TRAINING/DEVELOPMENT	395	665
10-5301-2123	MEALS/LODGING/TRAVEL	316	600
10-5301-2131	UTILITY SERVICES - ELECTRICITY	5,794	10,700
10-5301-2132	UTILITY SERVICES - WTR/SWR/GRB	2,717	5,000
10-5301-2133	UTILITY SERVICES - NATURAL GAS	7,822	9,500
10-5301-2134	TELECOMMUNICATIONS	616	650
10-5301-2153	ARCHITECT/ENGINEERING/SURVEING	0	2,000
10-5301-2155	REPAIRS/MAINTENANCE	105	1,500
10-5301-2156	MAINTENANCE AGREEMENT	255	400
10-5301-3210	OPERATING SUPPLIES	1,561	7,400
10-5301-3230	REFRESHMENT SUPPLIES	121	1,250
10-5301-3235	FUEL	652	1,500
Total PUBLIC WORKS - ADMINISTRATION:		200,127	315,295
PUBLIC WORKS - SHOP			
10-5302-1001	SALARIES/WAGES - REGULAR	129,197	230,300
10-5302-1002	SALARIES/WAGES - OVERTIME	807	500
10-5302-1005	SALARIES/WAGES - LONGEVITY	741	741
10-5302-1006	SALARIES/WAGES-ALLOWANCE	400	600
10-5302-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	452
10-5302-1021	EMPLOYEE BENEFITS - SCL SCRTY	10,076	17,853
10-5302-1023	EMPLOYEE BENEFITS - HEALTH INS	47,805	88,154
10-5302-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,599	6,056
10-5302-1026	EMPLOYEE BENEFITS - DFRRD COMP	52	0
10-5302-1029	EMPLOYEE BENEFITS - WY RTRMNT	22,361	39,698
10-5302-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	3,395	4,350
10-5302-2122	TRAINING/DEVELOPMENT	0	2,400
10-5302-2141	EQUIPMENT RENT	0	200
10-5302-2155	REPAIRS/MAINTENANCE	319	2,500
10-5302-3210	OPERATING SUPPLIES	13,572	16,000
10-5302-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	9,554	13,925
10-5302-3235	FUEL	1,361	1,500
10-5302-3237	OIL/LUBE/FLUIDS	7,436	14,000
Total PUBLIC WORKS - SHOP:		249,674	439,229
PUBLIC WORKS - PARKS			
10-5304-1001	SALARIES/WAGES - REGULAR	167,464	257,700
10-5304-1002	SALARIES/WAGES - OVERTIME	481	2,000
10-5304-1004	SALARIES/WAGES - TEMPORARY	21,285	84,000
10-5304-1005	SALARIES/WAGES - LONGEVITY	1,111	1,111

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
10-5304-1006	SALARIES/WAGES - ALLOWANCES	200	300
10-5304-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5304-1021	EMPLOYEE BENEFITS - SCL SCRTY	14,666	26,431
10-5304-1023	EMPLOYEE BENEFITS - HEALTH INS	78,095	116,920
10-5304-1025	EMPLOYEE BENEFITS - WRKRS COMP	3,814	8,983
10-5304-1026	EMPLOYEE BENEFITS - DFRRD COMP	913	0
10-5304-1029	EMPLOYEE BENEFITS - WY RTRMNT	28,990	44,668
10-5304-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	530	750
10-5304-2122	TRAINING/DEVELOPMENT	1,429	1,900
10-5304-2123	MEALS/LODGING/TRAVEL	492	1,500
10-5304-2131	UTILITY SERVICES - ELECTRICITY	12,417	20,000
10-5304-2132	UTILITY SERVICES - WTR/SWR/GRB	51,185	95,000
10-5304-2133	NATURAL GAS, PROPANE	276	500
10-5304-2141	EQUIPMENT - RENT	0	1,000
10-5304-2155	REPAIRS/MAINTENANCE	1,878	5,000
10-5304-2156	MAINTENANCE AGREEMENT	1,608	7,340
10-5304-2158	MISC CONTRACTUAL SERVICES	35,350	45,000
10-5304-3210	OPERATING SUPPLIES	40,036	45,000
10-5304-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	336	2,500
10-5304-3235	FUEL	8,015	10,000
Total PUBLIC WORKS - PARKS:		470,570	777,603

PUBLIC WORKS - STREETS/ALLEYS

10-5305-1001	SALARIES/WAGES - REGULAR	203,361	314,029
10-5305-1002	SALARIES/WAGES - OVERTIME	2,496	4,000
10-5305-1004	SALARIES/WAGES - TEMPORARY	9,934	16,800
10-5305-1005	SALARIES/WAGES - LONGEVITY	1,273	1,273
10-5305-1006	SALARIES/WAGES - ALLOWANCES	200	300
10-5305-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
10-5305-1021	EMPLOYEE BENEFITS - SCL SCRTY	16,640	25,765
10-5305-1023	EMPLOYEE BENEFITS - HEALTH INS	67,446	127,118
10-5305-1025	EMPLOYEE BENEFITS - WRKRS COMP	4,332	8,757
10-5305-1026	EMPLOYEE BENEFITS - DFRRD COMP	0	0
10-5305-1029	EMPLOYEE BENEFITS - WY RTRMNT	35,407	54,701
10-5305-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	229	0
10-5305-2122	TRAINING/DEVELOPMENT	898	2,400
10-5305-2155	REPAIRS/MAINTENANCE	22,893	60,000
10-5305-2158	MISC CONTRACTUAL SERVICES	-1,656	64,700
10-5305-3210	OPERATING SUPPLIES	38,590	73,900
10-5305-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,990	2,400
10-5305-3235	FUEL	20,799	25,000
Total PUBLIC WORKS - ADMINISTRATION:		424,832	781,143

PUBLIC WORKS - CEMETERY

10-5306-1001	SALARIES/WAGES - REGULAR	104,424	161,031
10-5306-1002	SALARIES/WAGES - OVERTIME	381	1,500
10-5306-1004	SALARIES/WAGES - TEMPORARY	8,160	16,800
10-5306-1005	SALARIES/WAGES - LONGEVITY	1,221	1,221
10-5306-1006	SALARIES/WAGES - ALLOWANCES	200	300
10-5306-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	449
10-5306-1021	EMPLOYEE BENEFITS - SCL SCRTY	8,922	13,899

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
10-5306-1023	EMPLOYEE BENEFITS - HEALTH INS	43,246	65,032
10-5306-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,284	4,712
10-5306-1026	EMPLOYEE BENEFITS - DFRRD COMP	2,213	0
10-5306-1029	EMPLOYEE BENEFITS - WY RTRMNT	18,026	27,955
10-5306-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	100	100
10-5306-2122	TRAINING/DEVELOPMENT	350	400
10-5306-2131	UTILITY SERVICES - ELECTRICITY	1,728	3,500
10-5306-2132	UTILITY SERVICES - WTR/SWR/GRB	32,655	60,000
10-5306-2133	UTILITY SERVICES - NATURAL GAS	1,127	1,600
10-5306-2134	TELECOMMUNICATIONS	397	1,000
10-5306-2141	EQUIPMENT - RENT	0	200
10-5306-2155	REPAIRS/MAINTENANCE	240	1,500
10-5306-2156	MAINTENANCE AGREEMENT	981	1,000
10-5306-2158	MISC CONTRACTUAL SERVICES	7,000	8,500
10-5306-3210	OPERATING SUPPLIES	5,046	11,500
10-5306-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	1,000
10-5306-3235	FUEL	2,029	2,500
10-5306-6540	LAND	250	0
Total PUBLIC WORKS - CEMETERY:		240,978	385,699
PUBLIC WORKS - SWIM POOL			
10-5307-2131	UTILITY SERVICES - ELECTRICITY	4,222	7,000
10-5307-2132	UTILITY SERVICES - WTR/SWR/GRB	4,156	13,000
10-5307-2133	UTILITY SERVICES - NATURAL GAS	6,443	10,000
10-5307-2134	TELECOMMUNICATIONS	271	1,500
10-5307-2155	REPAIRS/MAINTENANCE	153	5,000
10-5307-2158	MISC CONTRACTUAL SERVICES	76,664	134,500
10-5307-3210	OPERATING SUPPLIES	4,696	12,000
10-5307-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	2,500
Total PUBLIC WORKS - SWIM POOL:		96,605	185,500
OPERATING TRANSFERS - OUT			
10-5998-4308	TRANSFER TO GF EQUIP RESERVE	250,000	0
10-5998-4309	TRANSFER TO GF EQUIP FRM RPLCM	0	500,000
10-5998-4313	TRANSFER TO POLICE SPECIAL PRJ	14,909	29,817
10-5998-4332	TRANSFER TO SEWER	0	820,000
10-5998-4339	TRANSFER TO HEALTH INS RESERVE	0	0
10-5998-4341	TRANSFER TO ECONOMIC DEVELOPM	937,500	1,875,000
10-5998-4350	TRANSFER TO FIRE EQUIPMENT	125,000	250,000
10-5998-4353	TRANSFER TO CLG GRANT	0	0
10-5998-4354	TRANSFER TO TRAIN CAR RESTORAT	12,500	25,000
10-5998-4355	TRANSFER TO POOL IMPROVEMENT	125,000	250,000
10-5998-4356	TRANSFER TO STREET IMPROVEMENT	0	0
10-5998-4357	TRANSFER TO PUBLIC FACILITIES	0	0
10-5998-4365	TRANSFER TO PARK IMPROVEMENTS	0	0
10-5998-4382	TRANSFER TO HISTORIC PRESERVTN	900	1,800
Total OPERATING TRANSFERS - OUT:		1,465,809	3,751,617
GENERAL FUND Expenditure Total:		7,213,659	14,756,802
Total GENERAL FUND:		-7,213,659	-14,756,802

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
IMPACT ASSISTANCE FUND			
IMPACT ASSISTANCE - EXPENDITUR			
11-5110-4347	TRANSFER TO EQUIPMENT RESERVE	0	36,559
11-5110-4356	TRANSFER TO STREET IMPROVEMENT	0	1,545,110
Total IMPACT ASSISTANCE - EXPENDITUR:		0	1,581,669
IMPACT ASSISTANCE FUND Expenditure Total:		0	1,581,669
Total IMPACT ASSISTANCE FUND:		0	-1,581,669
POLICE SPECIAL PROJECTS FUND			
ASSET SEIZURE			
13-5130-3210	OPERATING SUPPLIES	0	0
Total ASSET SEIZURE:		0	0
K9 PROGRAM			
13-5804-6547	EQUIPMENT/FURNITURE	0	0
Total K9 PROGRAM:		0	0
RURAL VIOLENT CRIME REDUCTION			
13-5820-1001	SALARIES/WAGES - REGULAR	0	26,986
13-5820-1002	SALARIES/WAGES - OVERTIME	5,756	0
13-5820-1021	EMPLOYEES BENEFITS - SCL SCRTY	440	2,064
13-5820-1023	EMPLOYEE BENEFITS - HEALTH INS	375	701
13-5820-1025	EMPLOYEE BENEFITS - WRKSR COMP	120	702
13-5820-1029	EMPLOYEE BENEFITS - WY RTRMNT	248	4,642
13-5820-2122	TRAINING/DEVELOPMENT	0	9,084
13-5820-3220	EQUIPMENT/TOOLS NON CAPITALIZE	44,000	21,950
13-5820-6547	EQUIPMENT/FURNITURE	37,336	34,000
Total RURAL VIOLENT CRIME REDUCTION:		88,275	100,129
HIGHWAY SAFETY TRAFFIC ENFORCE			
13-5821-1001	SALARIES/WAGES - REGULAR	4,117	6,095
13-5821-1021	EMPLOYEE BENEFITS - SCL SCRTY	315	467
13-5821-1023	EMPLOYEE BENEFITS - HEALTH INS	531	0
13-5821-1025	EMPLOYEE BENEFITS - WRKRS COMP	85	159
13-5821-1029	EMPLOYEE BENEFITS - WY RTRMNT	671	1,048
Total HIGHWAY SAFETY TRAFFIC ENFORCE:		5,718	7,769
SCHOOL RESOURCE OFFICER PRGRM			
13-5830-1001	SALARIES/WAGES - REGULAR	42,978	66,219
13-5830-1002	SALARIES/WAGES - OVERTIME	479	2,500
13-5830-1005	SALARIES/WAGES - LONGEVITY	131	131
13-5830-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
13-5830-1021	EMPLOYEE BENEFITS - SCL SCRTY	3,334	5,267
13-5830-1023	EMPLOYEE BENEFITS - HEALTH INS	17,120	25,736
13-5830-1025	EMPLOYEE BENEFITS - WRKRS COMP	867	1,790

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
13-5830-1029	EMPLOYEE BENEFITS - WY RTRMNT	7,523	11,390
Total SCHOOL RESOURCE OFFICER PRGRM:		72,432	113,033
OJJDP-UNDERAGE ENFORCEMENT			
13-5831-1001	SALARIES/WAGES - REGULAR	432	6,750
13-5831-1021	EMPLOYEE BENEFITS - SCL SCRTY	33	516
13-5831-1023	EMPLOYEE BENEFITS - HEALTH INS	-6	0
13-5831-1025	EMPLOYEE BENEFITS - WRKRS COMP	9	176
13-5831-1029	EMPLOYEE BENEFITS - WY RTRMNT	74	1,161
13-5831-2158	MISC CONTRACTUAL SERVICES	0	0
13-5831-3210	OPERATING SUPPLIES	395	0
Total OJJDP-UNDERAGE ENFORCEMENT:		938	8,603
BULLET PROOF VEST PROTECTION			
13-5838-3233	UNIFORMS/CARE	0	2,688
Total BULLET PROOF VEST PROTECTION:		0	2,688
DEPT OF JUSTICE-BODY CAMS			
13-5898-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	47,136	0
Total DEPT OF JUSTICE-BODY CAMS:		47,136	0
Expenditure Total:		214,499	232,222
Total :		-214,499	-232,222

WATER FUND**WATER - ADMINISTRATION**

31-5400-1150	DEPRECIATION	425,000	850,000
31-5400-2158	MISC CONTRACTUAL SERVICES	10,058	12,000
31-5400-2166	COLLECTION FEES	608	500
31-5400-2175	REFUNDS/REIMBURSEMENT EXPENSE	0	500
31-5400-3202	BAD DEBTS EXPENSE	0	0
31-5400-4345	INVESTMENT FEES	0	0
31-5400-4347	MANAGEMENT FEES	147,526	295,051
31-5400-9000	CONTINGENCY	0	50,000
Total WATER - ADMINISTRATION:		583,192	1,208,051

WATER - TREATMENT

31-5401-0150	REPLACEMENT RESERVE-SAND FILTE	37,500	75,000
31-5401-0153	REPLACEMENT RESERVE-SMW REHA	0	0
31-5401-1001	SALARIES/WAGES - REGULAR	81,518	115,856
31-5401-1002	SALARIES/WAGES - OVERTIME	4,842	6,000
31-5401-1005	SALARIES/WAGES - LONGEVITY	679	678
31-5401-1006	SALARIES/WAGES - ALLOWANCES	200	0
31-5401-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	2,526
31-5401-1021	EMPLOYEE BENEFITS - SCL SCRTY	6,902	9,620
31-5401-1023	EMPLOYEE BENEFITS - HEALTH INS	25,937	39,102

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
31-5401-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,735	3,204
31-5401-1026	EMPLOYEE BENEFITS - DFRRD COMP	2,731	0
31-5401-1029	EMPLOYEE BENEFITS - WY RTRMNT	14,854	20,959
31-5401-2122	TRAINING/DEVELOPMENT	219	2,570
31-5401-2123	MEALS/LODGING/TRAVEL	0	800
31-5401-2131	UTILITY SERVICES - ELECTRICITY	31,050	58,000
31-5401-2132	UTILITY SERVICES - WTR/SWR/GRB	3,377	12,000
31-5401-2133	UTILITY SERVICES - NATURAL GAS	4,431	7,500
31-5401-2134	TELECOMMUNICATIONS	126	200
31-5401-2140	RENT - LAND/BUILDINGS	0	12,000
31-5401-2153	ARCHITECT, ENG, SURVEY	288	4,500
31-5401-2155	REPAIRS/MAINTENANCE	6,769	45,000
31-5401-2156	MAINTENANCE AGREEMENT	0	10,000
31-5401-2158	MISC CONTRACTUAL SERVICES	11,259	40,000
31-5401-3210	OPERATING SUPPLIES	25,889	40,000
31-5401-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	2,636	24,550
31-5401-3235	FUEL	885	1,200
31-5401-6542	IMPRVMNTS TO BLDG	0	24,000
31-5401-6544	IMPRVMNTS OTHER THAN BLDG	0	55,000
31-5401-6547	EQUIPMENT/FURNITURE	0	15,500
31-5401-6548	VEHICLES	24,319	32,500
Total WATER - TREATMENT:		288,147	658,265

WATER - DISTRIBUTION/MAINTNCE

31-5402-0150	REPLACEMENT RESERVE	15,000	30,000
31-5402-1001	SALARIES/WAGES - REGULAR	156,744	236,420
31-5402-1002	SALARIES/WAGES - OVERTIME	7,637	7,500
31-5402-1004	SALARIES/WAGES - TEMPORARY	1,658	4,200
31-5402-1005	SALARIES/WAGES - LONGEVITY	880	879
31-5402-1006	SALARIES & WAGES - ALLOWANCES	200	300
31-5402-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
31-5402-1021	EMPLOYEE BENEFITS - SCL SCRTY	12,804	19,101
31-5402-1023	EMPLOYEE BENEFITS - HEALTH INS	60,571	91,093
31-5402-1025	EMPLOYEE BENEFITS - WRKRS COMP	3,329	6,492
31-5402-1026	EMPLOYEE BENEFITS - DFRRD COMP	0	0
31-5402-1029	EMPLOYEE BENEFITS - WY RTRMNT	28,274	41,954
31-5402-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,200	1,700
31-5402-2122	TRAINING/DEVELOPMENT	2,499	2,400
31-5402-2131	UTILITY SERVICES - ELECTRICITY	9,422	17,000
31-5402-2132	UTILITY SERVICES - WTR/SWR/GRB	14,884	30,000
31-5402-2133	UTILITY SERVICES - NATURAL GAS	1,103	1,300
31-5402-2134	TELECOMMUNICATIONS	116	200
31-5402-2141	EQUIPMENT - RENT	0	400
31-5402-2153	ARCHITECT/ENGINEERING/SURVEY	186	2,000
31-5402-2155	REPAIRS/MAINTENANCE	520	30,000
31-5402-2156	MAINTENANCE AGREEMENT	0	1,100
31-5402-2158	MISC CONTRACTUAL SERVICES	0	13,000
31-5402-3210	OPERATING SUPPLIES	40,410	45,000
31-5402-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,625	3,500
31-5402-3235	FUEL	4,687	7,000
31-5402-4310	LEASE PAYMENTS - OPERATING	0	350
31-5402-6542	IMPRVMNTS TO BLDG	0	0

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
31-5402-6544	IMPRVMNTS OTHER THAN BLDG	5,785	200,000
31-5402-6547	EQUIPMENT/FURNITURE	6,577	16,450
31-5402-6548	VEHICLES	68,242	31,000
Total WATER - DISTRIBUTION/MAINTNCE:		444,352	840,339

WATER - CUSTOMER SERVICES

31-5403-1001	SALARIES/WAGES - REGULAR	38,256	58,672
31-5403-1005	SALARIES/WAGES - LONGEVITY	569	569
31-5403-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
31-5403-1021	EMPLOYEE BENEFITS - SCL SCRTY	2,869	4,532
31-5403-1023	EMPLOYEE BENEFITS - HEALTH INS	201	252
31-5403-1025	EMPLOYEE BENEFITS - WRKRS COMP	772	1,540
31-5403-1029	EMPLOYEE BENEFITS - WY RTRMNT	6,580	10,092
31-5403-2134	TELECOMMUNICATIONS	137	200
31-5403-2155	REPAIRS/MAINTENANCE	0	1,500
31-5403-2156	MAINTENANCE AGREEMENT	2,294	2,500
31-5403-3210	OPERATING SUPPLIES	7,529	2,000
31-5403-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	4,033	30,000
31-5403-3235	FUEL	657	2,000
31-5403-6547	EQUIPMENT	0	15,000
Total WATER - CUSTOMER SERVICES:		63,897	128,857

WATER MAIN REPLACEMENTS

31-5840-2153	ARCHITECT/ENGINEERING/SURVEY	51,661	387,000
31-5840-6544	IMPRVMNTS OTHER THAN BLDG	26,105	2,655,000
Total WATER MAIN REPLACEMENTS:		77,766	3,042,000

LITTLE BOX ELDER SPRING REHAB

31-5855-2153	ARCHITECT/ENGINEERING/SURVEY	0	0
Total LITTLE BOX ELDER SPRING REHAB:		0	0

WATER IMPROVEMENTS

31-5856-2153	ARCHITECT/ENGINEERING/SURVEY	15,890	139,000
31-5856-2158	MISC CONTRACTUAL	0	25,000
31-5856-6544	IMPRVMNTS OTHER THAN BLDG	0	835,000
Total WATER IMPROVEMENTS:		15,890	999,000
WATER FUND Expenditure Total:		1,473,244	6,876,512
Total WATER FUND:		-1,473,244	-6,876,512

SEWER FUND**SEWER - ADMINISTRATION**

32-5500-1150	DEPRECIATION	0	0
32-5500-2158	MISC CONTRACTUAL SERVICES	6,496	5,000
32-5500-3202	BAD DEBT EXPENSE	0	0
32-5500-4345	INVESTMENT FEES	0	0

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
32-5500-4347	MANAGEMENT FEES	72,446	144,891
32-5500-9000	CONTINGENCY	0	50,000
Total SEWER - ADMINISTRATION:		78,942	199,891

SEWER - TREATMENT

32-5501-0150	SLUDGE REMOVAL RESERVE	0	0
32-5501-1001	SALARIES/WAGES - REGULAR	74,946	107,068
32-5501-1002	SALARIES/WAGES - OVERTIME	497	5,000
32-5501-1005	SALARIES/WAGES - LONGEVITY	428	428
32-5501-1006	SALARIES/WAGES - ALLOWANCES	200	300
32-5501-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	858
32-5501-1021	EMPLOYEE BENEFITS - SCL SCRTY	5,909	8,724
32-5501-1023	EMPLOYEE BENEFITS - HEALTH INS	25,977	39,064
32-5501-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,513	2,943
32-5501-1026	EMPLOYEE BENEFITS - DFRRD COMP	919	0
32-5501-1029	EMPLOYEE BENEFITS - WY RTRMNT	12,976	19,276
32-5501-2122	TRAINING/DEVELOPMENT	0	2,570
32-5501-2123	MEALS/LODGING/TRAVEL	0	800
32-5501-2131	UTILITY SERVICES - ELECTRICITY	36,534	80,000
32-5501-2132	UTILITY SERVICES - WTR/SWR/GRB	24,913	75,000
32-5501-2134	TELECOMMUNICATIONS	1,355	1,700
32-5501-2153	ARCHITECT/ENGINEERING/SURVEY	0	4,500
32-5501-2155	REPAIRS/MAINTENANCE	9,879	30,000
32-5501-2158	MISC CONTRACTUAL SERVICES	6,324	20,000
32-5501-3210	OPERATING SUPPLIES	19,744	40,000
32-5501-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	11,018	12,550
32-5501-3235	FUEL	885	1,200
32-5501-6544	IMPRVMNTS OTHER THAN BLDG	0	49,500
32-5501-6548	VEHICLES	24,140	32,500
Total SEWER - TREATMENT:		258,157	533,981

SEWER - COLLECTION

32-5502-0150	REPLACEMENT RESERVE	0	0
32-5502-1001	SALARIES/WAGES - REGULAR	131,086	223,219
32-5502-1002	SALARIES/WAGES - OVERTIME	4,809	4,500
32-5502-1004	SALARIES/WAGES - TEMPORARY	1,658	4,200
32-5502-1005	SALARIES/WAGES - LONGEVITY	582	2,483
32-5502-1006	SALARIES & WAGES - ALLOWANCES	200	300
32-5502-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
32-5502-1021	EMPLOYEE BENEFITS - SCL SCRTY	10,602	17,985
32-5502-1023	EMPLOYEE BENEFITS - HEALTH INS	47,927	91,036
32-5502-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,745	6,112
32-5502-1029	EMPLOYEE BENEFITS - WY RTRMNT	23,374	39,168
32-5502-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,164	1,700
32-5502-2122	TRAINING/DEVELOPMENT	2,053	1,825
32-5502-2123	MEALS/LODGING/TRAVEL	0	0
32-5502-2131	UTILITY SERVICES - ELECTRICITY	7,013	12,000
32-5502-2132	UTILITY SERVICES - WTR/SWR/GRB	170	350
32-5502-2133	UTILITY SERVICES - NATURAL GAS	1,962	2,500
32-5502-2134	TELECOMMUNICATIONS	560	1,000
32-5502-2153	ARCHITECT/ENGINEERING/SURVEY	0	2,500

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
32-5502-2155	REPAIRS/MAINTENANCE	2,854	15,000
32-5502-2158	MISC CONTRACTUAL SERVICES	0	13,000
32-5502-3210	OPERATING SUPPLIES	29,345	35,000
32-5502-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	3,500
32-5502-3235	FUEL	4,687	6,000
32-5502-4310	LEASE PAYMENTS - OPERATING	345	350
32-5502-6542	IMPRVMNTS TO BLDG	2,450	0
32-5502-6547	EQUIPMENT/FURNITURE	6,577	10,250
32-5502-6548	VEHICLES	0	31,000

Total SEWER - COLLECTION:	282,164	524,978
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WASTEWATER TRTMNT PLANT REHAB

32-5850-2153	ARCHITECT/ENGINEERING/SURVEY	18,363	157,000
32-5850-6544	IMPRVMNTS OTHER THAN BLDG	0	1,046,000

Total WASTEWATER TRTMNT PLANT REHAB:	18,363	1,203,000
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SEWER MAIN REPLACEMENTS

32-5852-2153	ARCHITECT/ENGINEERING/SURVEY	63,139	410,000
32-5852-6544	IMPRVMNTS OTHER THAN BLDG	159,517	2,585,000

Total SEWER MAIN REPLACEMENTS:	222,656	2,995,000
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SEWER FUND Expenditure Total:	860,282	5,456,850
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Total SEWER FUND:	-860,282	-5,456,850
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SANITATION FUND**SANITATION**

33-5600-0150	REPLACEMENT RESERVE	0	0
33-5600-1001	SALARIES/WAGES - REGULAR	101,625	157,271
33-5600-1002	SALARIES/WAGES - OVERTIME	0	600
33-5600-1005	SALARIES/WAGES - LONGEVITY	979	978
33-5600-1006	SALARIES/WAGES - ALLOWANCES	200	300
33-5600-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	864
33-5600-1021	EMPLOYEE BENEFITS - SCL SCRTY	7,986	12,271
33-5600-1023	EMPLOYEE BENEFITS - HEALTH INS	43,239	65,016
33-5600-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,045	4,148
33-5600-1026	EMPLOYEE BENEFITS - DFRRD COMP	1,335	0
33-5600-1029	EMPLOYEE BENEFITS - WY RTRMNT	17,479	27,154
33-5600-1150	DEPRECIATION	35,000	70,000
33-5600-2155	REPAIRS/MAINTENANCE	2,362	4,200
33-5600-2158	MISC CONTRACTUAL SERVICES	554,034	1,003,000
33-5600-3202	BAD DEBT EXPENSE	0	0
33-5600-3210	OPERATING SUPPLIES	18,082	30,000
33-5600-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	30,957	30,000
33-5600-3235	FUEL	16,168	22,000
33-5600-4347	MANAGEMENT FEES	72,973	145,945
33-5600-6548	VEHICLES	0	0
33-5600-9000	CONTINGENCY	0	25,000

Total SANITATION:	904,463	1,598,747
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Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
SANITATION FUND Expenditure Total:		904,463	1,598,747
Total SANITATION FUND:		-904,463	-1,598,747

LANDFILL FUND**LANDFILL**

34-5340-1001	SALARIES/WAGES - REGULAR	168,080	248,273
34-5340-1002	SALARIES/WAGES - OVERTIME	2,577	1,500
34-5340-1005	SALARIES/WAGES - LONGEVITY	1,230	1,230
34-5340-1006	SALARIES/WAGES - ALLOWANCES	400	600
34-5340-1007	SALARIES/WAGES-INCENTIVE/BONUS	0	0
34-5340-1021	EMPLOYEE BENEFITS - SCL SCRTY	13,630	20,056
34-5340-1023	EMPLOYEE BENEFITS - HEALTH INS	51,911	78,031
34-5340-1025	EMPLOYEE BENEFITS - WRKRS COMP	3,427	6,562
34-5340-1026	EMPLOYEE BENEFITS - DFRRD COMP	7,020	9,785
34-5340-1029	EMPLOYEE BENEFITS - WY RTRMNT	22,265	33,176
34-5340-1150	DEPRECIATION	70,000	140,000
34-5340-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	0
34-5340-2122	TRAINING/DEVELOPMENT	700	800
34-5340-2123	MEALS/LODGING/TRAVEL	730	1,000
34-5340-2131	UTILITY SERVICES - ELECTRICITY	4,137	10,000
34-5340-2133	UTILITY SERVICES - NATURAL GAS	3,532	11,500
34-5340-2134	TELECOMMUNICATIONS	0	250
34-5340-2153	ARCHITECT/ENGINEERING/SURVEY	0	1,000
34-5340-2155	REPAIRS/MAINTENANCE	751	15,000
34-5340-2156	MAINTENANCE AGREEMENT	4,324	11,500
34-5340-2157	INSURANCE	4,403	0
34-5340-2158	MISC CONTRACTUAL SERVICES	282,397	510,000
34-5340-2166	COLLECTION FEES	0	300
34-5340-3202	BAD DEBT EXPENSE	0	0
34-5340-3210	OPERATING SUPPLIES	23,441	50,000
34-5340-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	486	20,000
34-5340-3235	FUEL	19,027	25,000
34-5340-4343	DEBT PAYMENT - PRINCIPAL	13,141	13,141
34-5340-4347	MANAGEMENT FEES	52,688	105,375
34-5340-6547	EQUIPMENT/FURNITURE	792	10,500
34-5340-9000	CONTINGENCY	0	550,000

Total LANDFILL:	751,089	1,874,579
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LANDFILL - CAPITAL

34-5895-2153	ARCHITECT/ENGINEERING/SURVEY	26,862	40,000
34-5895-2158	MISC CONTRACTUAL SERVICES	0	0
34-5895-6542	BUILDINGS/IMPROVEMENTS	29,267	50,000
34-5895-6544	IMPRVMNTS OTHER THAN BLDG	7,483	0
34-5895-6547	EQUIPMENT/FURNITURE	26,452	81,500

Total LANDFILL - CAPITAL:	90,064	171,500
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Expenditure Total:	841,153	2,046,079
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Total :	-841,153	-2,046,079
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EMPLOYEE HEALTH CARE FUND

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
EMPLOYEE HEALTH CARE			
39-5390-0150	REPLACEMENT RESERVE	0	0
39-5390-1023	EMPLOYEE BNFTS - HLTH INS PREM	341,686	459,600
39-5390-1032	EMPLOYEE BENEFITS - CLAIMS	1,479,960	1,000,000
39-5390-1058	HEALTH CARE - ADMINSTRTN FEE	70,992	94,300
Total EMPLOYEE HEALTH CARE:		1,892,638	1,553,900
EMPLOYEE HEALTH CARE FUND Expenditure Total:		1,892,638	1,553,900
Total EMPLOYEE HEALTH CARE FUND:		-1,892,638	-1,553,900
ECONOMIC DEVELOPMENT			
ECONOMIC DEVELOPMENT			
41-5410-2115	PUBLISHING/ADVERTISING	0	10,000
41-5410-2122	TRAINING/DEVELOPMENT	0	75,000
41-5410-2158	MISC CONTRACTUAL SERVICES	13,500	55,000
41-5410-3210	OPERATING SUPPLIES	0	500
41-5410-9000	CONTINGENCY	5,450	1,675,000
Total ECONOMIC DEVELOPMENT:		18,950	1,815,500
ECONOMIC DEVELOPMENT Expenditure Total:		18,950	1,815,500
Total ECONOMIC DEVELOPMENT:		-18,950	-1,815,500
BROWNFIELD GRANT			
BROWNFIELD HAZARDOUS			
42-5870-2123	MEALS/LODGING/TRAVEL	0	1,108
42-5870-2158	MISC CONTRACTUAL SERVICES	2,495	4,925
Total BROWNFIELD HAZARDOUS:		2,495	6,032
BROWNFIELD PETROLEUM			
42-5871-2123	MEALS/LODGING/TRAVEL	0	1,108
42-5871-2158	MISC CONTRACTUAL SERVICES	0	3,037
Total BROWNFIELD PETROLEUM:		0	4,145
NEW FRONTIER BRWNFLD INITIATIV			
42-5872-2158	MISC CONTRACTUAL SERVICES	0	1,000,000
Total NEW FRONTIER BRWNFLD INITIATIV:		0	1,000,000
BROWNFIELD GRANT Expenditure Total:		2,495	1,010,177
Total BROWNFIELD GRANT:		-2,495	-1,010,177
GENERAL FUND EQUIPMENT RESERVE			
GENERAL FUND EQUIPMENT RESERVE			
47-5470-6547	EQUIPMENT/FURNITURE	69,477	250,807

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
47-5470-6548	VEHICLES	196,735	436,263
Total GENERAL FUND EQUIPMENT RESERVE:		266,212	687,070
GENERAL FUND EQUIPMENT RESERVE Expenditure Total:		266,212	687,070
Total GENERAL FUND EQUIPMENT RESERVE:		-266,212	-687,070

CAPITAL PROJ FIRE EQUIP FUND**FIRE EQUIPMENT**

50-5500-6548	BUILDINGS	250,000	250,000
Total FIRE EQUIPMENT:		250,000	250,000
CAPITAL PROJ FIRE EQUIP FUND Expenditure Total:		250,000	250,000
Total CAPITAL PROJ FIRE EQUIP FUND:		-250,000	-250,000

CPTL PROJ - CLG PROJECTS**HISTORIC DISTRICT**

53-5809-2158	MISC CONTRACTUAL SERVICES	0	0
Total HISTORIC DISTRICT:		0	0
CPTL PROJ - CLG PROJECTS Expenditure Total:		0	0
Total CPTL PROJ - CLG PROJECTS:		0	0

TRAIN CAR RESTORATION**TRAIN CAR RESTORATION**

54-5540-2155	REPAIRS/MAINTENANCE	12,715	40,000
Total TRAIN CAR RESTORATION:		12,715	40,000
TRAIN CAR RESTORATION Expenditure Total:		12,715	40,000
Total TRAIN CAR RESTORATION:		-12,715	-40,000

POOL IMPROVEMENTS FUND**POOL IMPROVEMENTS**

55-5550-2153	ARCHITECT/ENGINEERING/SURVEY	6,700	50,000
55-5550-6544	IMPRVMNTS OTHER THAN BLDG	0	200,000
55-5550-9000	CONTINGENCY	0	250,000
Total POOL IMPROVEMENTS:		6,700	500,000
POOL IMPROVEMENTS FUND Expenditure Total:		6,700	500,000
Total POOL IMPROVEMENTS FUND:		-6,700	-500,000

STREET IMPROVEMENT FUND

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
STREET IMPROVEMENTS			
56-5560-2153	ARCHITECT/ENGINEERING/SURVEY	191,476	879,500
56-5560-2158	MISC CONTRACTUAL SERVICES	333,421	70,000
56-5560-6540	LAND	0	0
56-5560-6544	IMPRVMNTS OTHER THAN BLDG	855,152	5,861,500
56-5560-6547	EQUIPMENT/FURNITURE	0	20,000
56-5560-9000	CONTINGENCY	0	0
Total STREET IMPROVEMENTS:		1,380,049	6,831,000
STREET IMPROVEMENT FUND Expenditure Total:		1,380,049	6,831,000
Total STREET IMPROVEMENT FUND:		-1,380,049	-6,831,000
CAPITAL IMP -PUBLIC FACILITIES			
CAPITAL IMP -FACILITIES			
57-5570-2153	ARCHITECT/ENGINEERING/SURVEY	36,203	70,000
57-5570-6542	BUILDINGS/IMPROVEMENTS	70,309	297,700
57-5570-6544	IMPRVMNTS OTHER THAN BLDG	34,600	420,000
57-5570-6547	EQUIPMENT/FURNITURE	54,892	100,000
57-5570-9000	CONTINGENCY	55,209	650,000
Total CAPITAL IMP -FACILITIES:		251,212	1,537,700
CAPITAL IMP -PUBLIC FACILITIES Expenditure Total:		251,212	1,537,700
Total CAPITAL IMP -PUBLIC FACILITIES:		-251,212	-1,537,700
CAPTL PROJ-PARK IMPRVMNT FUND			
PARK IMPROVEMENTS			
65-5650-2153	ARCHITECT, ENG, SURVEY	0	77,000
65-5650-4345	INVESTMENT FEES	0	500
65-5650-6542	BUILDINGS/IMPROVEMENTS	0	18,800
65-5650-6544	IMPRVMNTS OTHER THAN BLDG	37,900	876,000
65-5650-9000	CONTINGENCY	0	350,000
Total PARK IMPROVEMENTS:		37,900	1,322,300
CAPTL PROJ-PARK IMPRVMNT FUND Expenditure Total:		37,900	1,322,300
Total CAPTL PROJ-PARK IMPRVMNT FUND:		-37,900	-1,322,300
PERPETUAL CARE FUND			
PERPETUAL CARE			
90-5900-5510	TRANSFER TO GENERAL FUND	3,002	4,000
Total PERPETUAL CARE:		3,002	4,000
PERPETUAL CARE FUND Expenditure Total:		3,002	4,000
Total PERPETUAL CARE FUND:		-3,002	-4,000

Account Number	Account Title	2023-24 Current year Actual	2023-24 Current year Budget
HISTORIC PRSRVTN CMSN FUND			
HISTORIC PRESERVATION CMMSSN			
92-5920-2158	MISC CONTRACTUAL SERVICES	464	1,800
Total HISTORIC PRESERVATION CMMSSN:		464	1,800
HISTORIC PRSRVTN CMSN FUND Expenditure Total:		464	1,800
Total HISTORIC PRSRVTN CMSN FUND:		-464	-1,800
DEFERRED COMP TRUST FUND			
BENEFITS - 457			
97-5970-1026	BENEFITS - 457	0	0
97-5970-1027	BENEFITS - RHSA	0	0
Total BENEFITS - RHSA:		0	0
DEFERRED COMP TRUST FUND Expenditure Total:		0	0
Total DEFERRED COMP TRUST FUND:		0	0
Grand Totals:		-15,629,637	-48,102,328