

DOUGLAS CITY COUNCIL MEETING

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

Monday, May 13, 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: Council Work Session: April 22, 2024 & May 7, 2024

Documents:

[20240422 COUNCIL WORKSESSION MINUTES.PDF](#)

[20240507 COUNCIL WORKSESSION MINUTES.PDF](#)

5.I.ii. Minutes: Council Meeting: April 22, 2024

Documents:

[20240422 COUNCIL MEETING MINUTES.PDF](#)

5.I.iii. Minutes: Special Council Meeting: May 2, 2024 & May 7, 2024

Documents:

[20240502 COUNCIL MEETING MINUTES.PDF](#)
[20240507 COUNCIL MEETING MINUTES.PDF](#)

5.II. Ordinances: 3rd Reading - Consent

5.III. Ordinances: 2nd Reading - Consent

5.III.i. Ordinance 1040: An Ordinance Amending Chapter 5.16.100 (A)(1) Of Douglas Municipal Code Concerning The Fees Of Alcoholic Liquor Or Malt Beverages

Documents:

[ORD 1040 - LIQUOR LICENSE FEES.PDF](#)
[NARRATIVE ORDINANCE 1040.PDF](#)

5.IV. Bills & Claims

5.IV.i. Warrant Register: April 2024

Documents:

[APRIL.PDF](#)

5.V. Other Consent

6. Presentations

6.I. Introduction Of New Employee: Chad Jensen

6.II. Swearing In And Introduction Of Police Department Reserve Officer: Racheal Johnson

6.III. Proclamation: Arbor Day

Documents:

[2024 ARBOR DAY PROCLAMATION.PDF](#)

7. Council Action Items

7.I. Resolution 2024-17: A RESOLUTION SETTING USER CHARGES AND ENACTING AUTOMATIC INFLATIONARY MEASURES FOR THE MUNICIPAL WATER, SEWER, SANITATION COLLECTION AND SOLID WASTE DISPOSAL SYSTEMS OF THE CITY OF DOUGLAS

Documents:

[RES 2024-17 INFLATIONARY.PDF](#)

7.II. Request For Qualifications Award: Community Center

Documents:

[NARRATIVE COMMUNITY FACILITY RFQ 20240513.PDF](#)

[BID TAB COMMUNITY CENTER2.PDF](#)

7.III. Request For Qualifications Award: Mural: Artist Josh Butts

Documents:

[NARRATIVE MURAL RFQ 20240513.PDF](#)

7.IV. Contingency Allocation: Sanitation Fund

Documents:

[NARRATIVE FORM - 701 TIRES.PDF](#)

[NO-REPLY_20240510_072451.PDF](#)

[20240508 CONTINGENCIES PROGRESS REPORT.PDF](#)

7.V. Warrant Register: Special: April 2024

Documents:

[APRIL 2.PDF](#)

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9. Council Information

9.I. Department Reports: Community Development, Police, Public Works

Documents:

[COUNCIL DEPARTMENT REPORT 20240513 \(FOR APR 2024\).PDF](#)

[PD.PDF](#)

[PW.PDF](#)

9.II. Historic Preservation Minutes: April 17, 2024

Documents:

[DHPC MINUTES 20240417.PDF](#)

10. City Manager's Report

11. Good People Doing Good Things

12. Community Updates

12.I. Event Calendar

13. Executive Session

14. Adjourn

City Council Work Session Minutes
April 22, 2024

A Work Session of the Douglas City Council was held on April 22, 2024, at approximately 4:00 p.m. in the upstairs conference room at City Hall, 101 N. 4th Street, Douglas, Wyoming.

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

Others Present: JD Cox, City Manager; 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:

Public Works Facility Cost Update. Financial Report: March 2024. Utility Rates: Additional Information. Budget Process Update. Community Facility. WAM Resolutions. Building Community – KPI Edits.

No action was taken. Work session adjourned at approximately 5:06 p.m.

Mary Nicol, City Clerk

City Council Work Session Minutes
May 7, 2024

A Work Session of the Douglas City Council was held on May 7, 2024, at approximately 11:26 a.m. in the upstairs conference room at City Hall, 101 N. 4th Street, Douglas, Wyoming.

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

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

Discussion Items:

Budget Proposal Review.

No action was taken. Work session adjourned at approximately 8:25 p.m.

Mary Nicol, City Clerk

City Council Regular Meeting Minutes
April 22, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Pexton called the meeting to order at approximately 5:30 p.m. Roll call was taken with the following City Council members present: Mayor Kim Pexton, Councilperson Ron McNare; Councilperson Perry Hershberger; Councilperson Matt Schmidt; and Councilperson John Bartling. 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; Mary Nicol, Administrative Services Director/Treasurer; Kendal Detwiler, Human Resources Director.

Disclosures by City Council Members: None.

General Agenda (Corrections/Additions): Councilperson McNare moved to approve the general agenda moving item 5b to 8m. Councilperson Schmidt seconded. Motion carried 5-0.

Public Comments: None.

Consent Docket: Minutes: City Council Work Session: April 8, 2024; City Council Meeting: April 8, 2024, Financial Disclosures. Councilperson Bartling moved to approve the Consent Docket as presented. Councilperson McNare seconded. Motion carried 5-0.

Presentation:

New Employee: Neomi Cummings: City Manager Cox introduced Neomi.

UW-WORTH: City Manager Cox introduced the UW Worth Douglas Destination Group for their presentation on the Douglas Tourism Enhancement Study.

State Champion Girls Basketball Team: Council recognized members for their 9th State Title.

Unified Budget & Strategic Doing Update: City Manager Cox provided an update.

Proclamation: Shop Local May 2024: Councilperson Bartling read the proclamation.

Public Hearings:

Resolution 2024-05: A Resolution Approving the Wild Card Subdivision, Lots 1 and 2, Converse County, Wyoming. Mayor Pexton opened the public hearing at 6:06 p.m. Director Chaffin provided an overview. No Public Comments. Public Hearing closed at 6:09 p.m. Councilperson McNare moved to approve resolution 2024-06 as presented and making sure it would be a legal split with separate septic & wells on a 2 acre site. Councilperson Bartling seconded. Motion carried 5-0.

Council Action Items:

Ordinance 1040: An Ordinance Amending Chapter 5.10.10(A)(1) of Douglas Municipal Code Concerning the Fees of Alcohol or Malt Beverages: Director Nicol provided an overview. Councilperson

Bartling moved to approve Ordinance 1040 as presented on 1st reading. Councilperson Schmidt seconded. Motion carried 5-0.

Resolution 2024-10: A Resolution Adopting Changes to Policy and Procedure for the Police

Department of the City of Douglas, Wyoming: Chief of Police Byerly provided an overview.

Councilperson Hershberger moved to approve Resolution 2024-10 as presented. Councilperson McNare seconded. Motion carried 5-0.

Resolution 2024-11: A Resolution Declaring Jackalope Day: City Manager Cox provided an overview.

Councilperson Schmidt moved to approve Resolution 2024-11 as presented. Councilperson Hershberger seconded. Motion carried 5-0.

Resolution 2024-12: A Resolution Adopting the Snow Emergency & No Parking Snow Route Policy:

Director Harbarger provided an overview. Councilperson McNare moved to approve Resolution 2024-12 as presented. Councilperson Bartling seconded. Motion carried 3-2.

Resolution 2024-13: Business Meal Policy: City Manager Cox provided an overview & answered

questions. Councilperson Bartling moved to approve Resolution 2024-13 as presented. Councilperson McNare seconded. Motion carried 4-1.

Bid Award: Adams Street Improvements Project: Director Harbarger provided an overview & answered

questions. Councilperson Hershberger moved to award the bid from Wayne Coleman Construction in the amount of \$2,095,307.00 for the Adams Street Improvement Project and further authorize the City Manager to sign all associated documents. Councilperson Schmidt seconded. Motion carried 5-0.

Proposal Acceptance: Hauling Solid Waste: Director Harbarger provided an overview & answered

questions. Councilperson Schmidt moved to accept the withdrawal of the Solid Waste Hauling Proposal from Express Disposal and accept the proposal from Blackburn Cattle Co. Inc. in the amount of \$420 per load plus a \$4.20 fuel surcharge per load per \$0.10 increase about \$3.00 per gallon of diesel and further authorize the City Manager to sign all associated documents. Councilperson McNare seconded. Motion carried 5-0.

Proposal Acceptance: Swimming Pool Design: Director Harbarger provided an overview. Councilperson

McNare moved to accept the proposal from Progressive Commercial Aquatics in the amount of \$112,200 and authorize the City Manager to sign all associated documents. Councilperson Schmidt seconded. Motion carried 5-0.

Lease Agreement Amendment Number Three: The Enterprise: City Manager Cox provided an overview.

Councilperson Bartling moved to approve the lease agreement amendment number three with the Enterprise. Councilperson Schmidt seconded. Motion carried 5-0.

Board Appointment: Converse County Tourism Board: Councilperson Hershberger moved to appoint

John Rabun, Jenn Rasmussen, & JD Cox to the Converse County Tourism Board for the term July 1, 2024 thru June 30, 2027. Councilperson Bartling seconded. Motion carried 5-0.

Maverik Estoppel Certificate: Director Chaffin provided an overview & answered questions.

Councilperson Schmidt moved to approve the Estoppel Certificate for Maverik, Inc, as presented. Councilperson McNare seconded. Motion carried 5-0.

Sales Tax Notification: Director Nicol provided an overview & answered questions.

Ordinance 1037, 3rd Reading: An Ordinance Amending Section 8.20.190 Removal of Snow & Ice and Adding Section 10.92.080 Snow Emergency and No Parking Snow Routes: Councilperson Hershberger moved to approve ordinance 1037 on the 3rd reading as presented. Councilperson McNare seconded. Motion carried 4-1.

Council Information:

Aid to Other Entities: 3rd Quarter Reports. **Planning and Zoning Commission Meeting Minutes:** April 15, 2024. **Financial Report:** March 2024.

City Manager's Report:

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

Good People Doing Good Things:

Councilperson Hershberger recognized Carol Fenner for assisting someone with a health issue paying for a procedure. Councilperson Hershberger also recognized Bridget Stinson & Family, Stinson Lawn Care, for assisting a new Douglas citizen with unloading their U-Haul when they were struggling. Councilperson Bartling recognized Coach Helenbolt and the Girls Basketball Team for putting in so much effort. Mayor Pexton recognized the University of Wyoming WORTH Group.

Community Update:

Possible Quorum: April 23, 2024, 3 PM, LaBonte, Douglas Blueprint, Stakeholder's Meeting; Possible Quorum: April 23, 2024, 5:30 pm, LaBonte, Douglas Blueprint, Community Open House; Possible Quorum: April 24, 2024, 11:30 am, City Hall, Douglas Blueprint, Council Luncheon with Ayers.

Executive Session:

Councilperson Hershberger moved that the council adjourn into executive session for the purpose of considering the site selection or purchase of real estate, in accordance with W.S. §16-4-405(a)(vii). Councilperson McNare seconded. Motion carried 5-0.

Adjourn:

Meeting adjourned at approximately 6:49 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk
Published: May 1, 2024

Special City Council Meeting Minutes
May 2, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Pexton called the meeting to order at approximately 3:32 p.m. Roll call was taken with the following City Council members present: Mayor Kim Pexton via phone; Councilperson Ron McNare via phone; Councilperson Perry Hershberger via phone; and Councilperson Matt Schmidt in person.

Also present: JD Cox, City Manager via phone; Mike Armstrong, City Attorney via phone; Todd Byerly, Chief of Police via phone; Mary Nicol, Administrative Services Director/Treasurer in person; Kendal Detwiler, Human Resources Director in person.

Council Action Items:

Resolution 2024-14: A Resolution Establishing an Open Container District Within the Local Downtown Historic District and Guidelines For Enforcement Within Said District: Director Nicol provided an overview and answered questions. Councilperson Hershberger moved to approve Resolution 2024-14 as presented. Councilperson Schmidt seconded. Motion carried 4-0.

Adjourn:

Councilperson Hershberger moved to adjourn the Special City Council meeting of May 2, 2024. Councilperson McNare seconded. Motion carried 4-0. Meeting adjourned at approximately 3:40 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk
Published: May 15, 2024

Special City Council Meeting Minutes
May 7, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Council President McNare called the meeting to order at approximately 11:00 a.m. Roll call was taken with the following City Council members present: Mayor Kim Pexton virtually; Councilperson Ron McNare; Councilperson Perry Hershberger; Councilperson Matt Schmidt; and Councilperson John Bartling.

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

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

Council Action Items:

Resolution 2024-15: A Resolution Endorsing WAM Support of Transient Guest Tax. City Manager Cox provided an overview and answered questions. Councilperson Hershberger moved to approve resolution 2024-15 as presented. Councilperson Bartling seconded. Motion carried 5-0.

Resolution 2024-16: A Resolution Endorsing WAM Support of Liquor License Fees Change and Allow Local Control: Mayor Pexton moved to approve resolution 2024-16 as presented. Councilperson Hershberger seconded. Motion carried 5-0.

Council Discussion:

Council meeting times & adding public comment section.

Adjourn:

Councilperson Bartling moved to adjourn the Special City Council meeting of May 7, 2024. Councilperson Hershberger seconded. Motion carried 5-0. Meeting adjourned at approximately 11:26 a.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk

Published: May 15, 2024

ORDINANCE NO. 1040

AN ORDINANCE AMENDING CHAPTER 5.16.100 (A)(1) OF DOUGLAS MUNICIPAL CODE CONCERNING THE FEES OF ALCOHOLIC LIQUOR OR MALT BEVERAGES.

WHEREAS, the City of Douglas, pursuant to Wyoming Statutes §12-4-101 *et seq.*, licenses and regulates the manner in which liquor licenses and permit are issued; and

WHEREAS, there must be a balance struck between the rights of license holders, economic development, and the health, safety, and welfare of all residents and visitors to the City of Douglas; and

WHEREAS, the City has determined that the existing fees within our municipal code need to be revised; and

WHEREAS, after consideration by the governing body the following are recommended changes to Chapter 5.16.100 (A)(1) of the Douglas Municipal Code.

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

Section 1. Section 5.16.100 of the Douglas Municipal Code is hereby amended to the following:

5.16.100 Annual License Fees.

5.16.100(A). The governing body is authorized to issue the following annual licenses pursuant to state law and this chapter. The fees shall be as per the following schedule.

1. Retail liquor license...\$1,500.00

PASSED AND APPROVED ON FIRST READING this 22nd **day of April, 2024.**

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

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

Attest:

Kim Pexton, Mayor

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: Ordinance 1040 Liquor License Fees

Responsible Staff Contact: Mary Nicol

Recommendation: Increase licensing fees for retail liquor licenses to \$1,500 to be in line with the bar and grill license.

Executive Summary: With the limitations on licenses and looking at opportunities to attract businesses maintaining appropriate license type is important.

Background: The City of Douglas is the licensing authority of liquor establishments located within city limits. State statute limits the number of retail and bar and grill licenses that can be issued in municipalities based on population. With no limitations on sales, allowing for off premise sales, and a lower annual fee the retail license is attractive over bar and grill licenses.

Type	Allowed	Issued	Off Premise Sales	Limitations	Current Fee	Min Fee	Max Fee
Retail	14	13	Yes	None	1,000	300	1,500
Restaurant	Unlimited	3	No	60% revenue from food services	500	500	3,000
Bar & Grill	4 6 (2028)	1	No	Food service permit 60% revenue from food or entertainment	1,500	1,500	10,500
Limited Club	Unlimited	2	No	Member & Accompanied Guests	500	100	1,500
Microbrewery	Unlimited	0	No		500	300	500

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](#) General Fund Revenue

[Project/Line Item\(s\)](#) Revenue – Liquor Licenses

[Budgeted Amount](#)

[Anticipated Amount](#)

Action Requested/Recommended Motion: Approve Ordinance 1040, An Ordinance Amending Chapter 15.16.100 (A) (1) of Douglas Municipal Code Concerning the Fees of Alcoholic Liquor or Malt Beverages on first reading.

Reviewed/Approved

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

- ☐ Public Works
- ☐ Legal
- ☒ Finance/City Clerk

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SIGNS AND MORE				
1752	SIGNS	04/03/24	176.00	34-5340-3210
1806	FRAME	04/25/24	35.88	10-5100-3210
1806	ENGRAVING	04/25/24	3.00	10-5100-3210
Total 307 SIGNS AND MORE:			214.88	
4IMPRINT INC				
26995691	LAPEL JUNIOR OFFICER STICKERS	04/01/24	302.90	10-5201-3210
Total 4IMPRINT INC:			302.90	
A1 TOWING & RECOVERY LLC				
3855	CALL OUT-TOW VEHICLE	03/24/24	200.00	10-5202-2158
Total A1 TOWING & RECOVERY LLC:			200.00	
ADVANCED ANIMAL CARE				
459563	EUTHANASIA	03/29/24	50.00	10-5202-3210
Total ADVANCED ANIMAL CARE:			50.00	
AFLAC				
041924	Payroll Deduction	04/19/24	537.56	10-20000225
Total AFLAC:			537.56	
ALCOHOL & DRUG TESTING SERV				
45827	PROFESSIONAL SERVICES	03/31/24	40.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	40.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	70.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	75.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	105.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	70.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	40.00	10-5100-2158
45827	PROFESSIONAL SERVICES	03/31/24	70.00	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			510.00	
AMERICAN COLLECTION SYSTEMS				
17450	COLLECTION FEES	02/29/24	43.91	31-5400-2166
17593	COLLECTION FEES	03/31/24	24.74	31-5400-2166
Total AMERICAN COLLECTION SYSTEMS:			68.65	
ANDERSON, ROBIN				
041824	UTILITY DEPOSIT REFUND	04/18/24	270.00	96-20000229
Total ANDERSON, ROBIN:			270.00	
APPLIED CONCEPTS INC				
436839	RADAR UNITS	04/17/24	3,250.00	10-5202-3220
436839	SHIPPING	04/17/24	22.50	10-5202-3220
Total APPLIED CONCEPTS INC:			3,272.50	
ARROW ELECTRIC				
53434	BULBS	04/15/24	487.25	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ARROW ELECTRIC:			487.25	
AT & T				
043024	CELLULAR PHONE SERVICE	04/30/24	15.87	31-5401-2134
043024	CELLULAR PHONE SERVICE	04/30/24	15.87	32-5501-2134
043024	CELLULAR PHONE SERVICE	04/30/24	17.23	31-5403-2134
Total AT & T:			48.97	
ATLAS PREMIER SERVICE				
63775	COPIER MAINTENANCE AGREEMENT	04/09/24	112.33	10-5201-2156
Total ATLAS PREMIER SERVICE:			112.33	
AUTOMATION ELECTRONICS				
E-870517	SCADA COMPUTER SOFTWARE CHANGES	04/25/24	3,727.05	31-5401-2158
Total AUTOMATION ELECTRONICS:			3,727.05	
AYRES ASSOCIATES INC				
214236	DOUGLAS COMPREHENSIVE PLAN	04/03/24	17,100.31	10-5106-2158
Total AYRES ASSOCIATES INC:			17,100.31	
BCN TELECOM INC				
041024	PHONE SERVICE	04/10/24	83.66	10-5100-2134
Total BCN TELECOM INC:			83.66	
BIG COUNTRY REHAB				
020	PRE-EMPLOYMENT PHYSICAL	04/24/24	100.00	10-5202-2158
Total BIG COUNTRY REHAB:			100.00	
BISON PUMP & SUPPLY				
586957	HOSE	04/05/24	97.20	31-5402-3210
586957	FITTINGS	04/05/24	118.46	31-5402-3210
586957	HOSE ASSEMBLY	04/05/24	9.50	31-5402-3210
587206	ELBOW	04/18/24	27.06	31-5402-3210
587206	BUSHING	04/18/24	15.34	31-5402-3210
587206	ADAPTER	04/18/24	40.89	31-5402-3210
587206	HOSE	04/18/24	331.11	31-5402-3210
587206	HOSE FITTING	04/18/24	71.38	31-5402-3210
587206	HOSE FITTING	04/18/24	125.01	31-5402-3210
587206	ADAPTER	04/18/24	44.40	31-5402-3210
587206	ADAPTER	04/18/24	9.54	31-5402-3210
587206	HOSE FITTING	04/18/24	95.49	31-5402-3210
587206	HYDRAULIC HOSE	04/18/24	141.53	31-5402-3210
587206	HOSE FITTING	04/18/24	62.46	31-5402-3210
587206	HOSE ASSEMBLY	04/18/24	47.50	31-5402-3210
587247	PLUG	04/22/24	43.05	31-5402-3210
587247	QUICK CONNECT SOCKET	04/22/24	89.80	31-5402-3210
587247	BUSHING	04/22/24	13.32	31-5402-3210
587247	GAUGE	04/22/24	58.27	31-5402-3210
Total BISON PUMP & SUPPLY:			1,441.31	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
BLACK HILLS ENERGY				
043024	GAS SERVICE	04/30/24	445.44	10-5100-2133
043024	GAS SERVICE	04/30/24	1,087.83	10-5301-2133
043024	GAS SERVICE	04/30/24	191.98	10-5306-2133
043024	GAS SERVICE	04/30/24	981.64	31-5401-2133
043024	GAS SERVICE	04/30/24	199.40	31-5402-2133
043024	GAS SERVICE	04/30/24	341.06	32-5502-2133
043024	GAS SERVICE	04/30/24	660.81	34-5340-2133
043024	GAS SERVICE	04/30/24	43.72	10-5304-2133
Total BLACK HILLS ENERGY:			3,951.88	
BLOEDORN LUMBER - DOUGLAS				
594811	RETURN-2X4	04/16/24	23.40	10-5304-3210
8113666	BRUSH	04/05/24	7.99	10-5304-3210
8113666	SCRAPER	04/05/24	12.99	10-5304-3210
8120924	SANDER DISC	04/10/24	25.99	10-5304-3210
8128882	PAINT	04/15/24	149.97	10-5304-3210
8128882	ROLLER FRAME	04/15/24	16.98	10-5304-3210
8128882	POUR SPOUT	04/15/24	4.58	10-5304-3210
8128882	KNIT COVER	04/15/24	12.99	10-5304-3210
8128882	PAINT TRAY LINER	04/15/24	2.58	10-5304-3210
8128882	PAINT TRAY LINER	04/15/24	3.58	10-5304-3210
8129759	PAINT	04/15/24	49.99	10-5304-3210
8132153	2X4	04/16/24	23.40	10-5304-3210
8132177	4X8	04/16/24	94.22	10-5304-3210
8132374	2X4	04/16/24	24.30	10-5304-3210
8143054	MOWER PINS	04/23/24	17.10	10-5305-3210
8143487	CONCRETE MIX	04/23/24	22.62	10-5305-3210
8149045	SCREWS	04/25/24	10.49	10-5306-3210
8154924	BOLTS	04/29/24	7.74	10-5305-3210
8154924	NUTS	04/29/24	4.14	10-5305-3210
Total BLOEDORN LUMBER - DOUGLAS:			468.25	
BOMGAARS				
086044	SOCKET ADAPTERS	04/29/24	9.98	10-5305-3210
271420	SHOULDER GLOVES	03/04/24	15.99	32-5501-3210
273684	SPRAY PAINT	03/14/24	23.97	34-5340-3210
276812	PAPER TOWELS	03/27/24	59.96	31-5401-3210
278183	MANURE FORK	04/02/24	31.99	10-5304-3210
278183	MANURE FORK	04/02/24	28.99	10-5304-3210
278282	KUERIG	04/02/24	159.99	10-5100-3230
278450	SPRAY PAINT	04/03/24	16.98	10-5304-3210
278703	BOLTS	04/04/24	38.60	10-5305-3210
278797	AIR HOSE REEL	04/04/24	149.99	10-5302-3220
279653	MARKER	04/08/24	8.79	34-5340-3210
279653	OSCILLATING BLADE	04/08/24	9.99	34-5340-3210
279653	BLADE	04/08/24	14.99	34-5340-3210
279653	MULTI-TOOL	04/08/24	129.99	34-5340-3210
280400	PLIERS	04/11/24	5.99	10-5305-3210
280400	FACE SHIELD RATCHET	04/11/24	17.99	10-5305-3210
280408	GRINDING WHEEL	04/11/24	3.29	10-5305-3210
280408	WHEEL	04/11/24	8.95	10-5305-3210
280498	HOSE	04/11/24	64.99	10-5304-3210
280677	EQUIPMENT ENAMEL	04/12/24	53.98	10-5304-3210
280677	HARDNER	04/12/24	23.99	10-5304-3210
280677	REDUCER	04/12/24	12.99	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
280677	MINERAL SPIRITS	04/12/24	8.99	10-5304-3210
282054	MOUSE TRAPS	04/16/24	2.99	31-5402-3210
282304	CUT-OFF WHEELS	04/17/24	7.95	10-5305-3210
282304	BRUSH	04/17/24	11.19	10-5305-3210
282787	AIR DUSTER	04/19/24	5.49	10-5305-3210
282787	CLEANER	04/19/24	7.99	10-5305-3210
282787	BRUSH	04/19/24	1.79	10-5305-3210
282787	COUPLER	04/19/24	7.99	10-5305-3210
282787	PLUG	04/19/24	3.99	10-5305-3210
282787	COUPLER	04/19/24	4.49	10-5305-3210
282843	VALVE	04/19/24	32.99	10-5302-3210
283804	BOLTS	04/22/24	.96	34-5340-3210
283804	FASTENERS	04/22/24	5.67	34-5340-3210
283804	FASTENERS	04/22/24	15.58	34-5340-3210
283804	FASTENERS	04/22/24	13.98	34-5340-3210
284156	BATTERY	04/23/24	16.99	31-5402-3210
284189	BOLTS	04/23/24	1.97	34-5340-3210
284189	BOLTS	04/23/24	1.08	34-5340-3210
284610	PROPANE TORCH KIT	04/25/24	27.99	10-5305-3210
284625	MARKING FLAGS	04/25/24	14.99	31-5402-3210
284712	BULK BOLTS	04/25/24	2.95	10-5306-3210
284715	PLIERS	04/25/24	29.99	34-5340-3220
284715	DRILL BIT	04/25/24	13.99	34-5340-3220
284715	TIRE SEAL	04/25/24	13.99	34-5340-3220
284715	VALVE	04/25/24	19.99	34-5340-3220
284715	BARREL PUMP	04/25/24	37.99	34-5340-3220
285922	L&G TIRE	04/29/24	39.98	10-5306-3210
286474	EMBLEM	05/01/24	11.99	10-5305-3210
286480	CABLE TIES	05/01/24	9.99	10-5305-3210
286480	CABLE	05/01/24	39.98	10-5305-3210
Total BOMGAARS:			1,308.27	
BOYS & GIRLS CLUB OF DOUGLAS				
1749-APR	FUNDING ALLOCATION AGREEMENT	04/16/24	2,083.33	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			2,083.33	
BUSINESS CENTER				
10081	PENCIL SHARPENER	04/11/24	29.96	10-5301-3210
10152	BINDERS	04/16/24	178.95	10-5100-3201
10152	BINDER TABS	04/16/24	251.55	10-5100-3201
10152	CALCULATOR RIBBONS	04/16/24	4.99	10-5100-3201
10152	CARTRIDGE	04/16/24	29.13	10-5100-3201
10152	CARTRIDGE	04/16/24	317.79	10-5100-3201
10152	LABELS	04/16/24	55.57	10-5100-3201
10152	LABELS	04/16/24	34.51	10-5100-3201
10152	LABELS	04/16/24	68.48	10-5100-3201
10152	NOTE PADS	04/16/24	16.33	10-5100-3201
10152	NCR PAPER	04/16/24	163.20	10-5100-3201
10152	PENS	04/16/24	26.12	10-5100-3201
10152	POST-IT NOTES	04/16/24	5.58	10-5100-3201
10152	DEPOSIT STAMP INK CARTRIDGE	04/16/24	9.21	10-5100-3201
10152	CARDSTOCK	04/16/24	14.47	10-5100-3201
10152	HOLE PUNCH	04/16/24	16.65	10-5100-3201
10152	CARTRIDGE	04/16/24	317.79	10-5100-3201
10152	PEFORATED PAPER	04/16/24	54.12	10-5100-3201
10152	TABS	04/16/24	6.33	10-5100-3201

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
10152	LEDGER REPORT COVERS	04/16/24	89.28	10-5100-3201
10154	PENS	04/16/24	20.15	10-5100-3201
10206	CARTRIDGE	04/19/24	317.79	10-5100-3201
10206	PEFORATED PAPER	04/19/24	36.08	10-5100-3201
Total BUSINESS CENTER:			2,064.03	
CALIFORNIA STATE DISBURSEMENT UNIT				
040524	PAYROLL DEDUCTION	04/05/24	542.31	10-20000226
041924	PAYROLL DEDUCTION	04/19/24	542.31	10-20000226
Total CALIFORNIA STATE DISBURSEMENT UNIT:			1,084.62	
CAPITOL BUSINESS SYSTEMS INC				
1387424	MAINTENANCE AGREEMENT-PLOTTER	04/22/24	59.16	10-5106-2156
Total CAPITOL BUSINESS SYSTEMS INC:			59.16	
CASPER COLLEGE - CONT ED				
34598	GASB UPDATE TRAINING	04/12/24	69.00	10-5102-2122
Total CASPER COLLEGE - CONT ED:			69.00	
CDW-G				
QPR9118	PRINTER	04/08/24	951.91	31-5401-3210
QR33963	KEYBOARDS	04/11/24	3,845.31	10-5103-3220
Total CDW-G:			4,797.22	
CENTURYLINK				
040424	TELEPHONE SERVICES	04/04/24	50.33	10-5306-2134
040424	TELEPHONE SERVICES	04/04/24	63.42	32-5502-2134
043024	TELEPHONE SERVICES	04/30/24	50.12	10-5306-2134
043024	TELEPHONE SERVICES	04/30/24	24.74	10-5307-2134
043024	TELEPHONE SERVICES	04/30/24	63.43	32-5502-2134
Total CENTURYLINK:			252.04	
CHAFFIN, CLARA				
041524	MILEAGE REIMBURSEMENT-FEDERAL FUNDING SUMMIT	04/15/24	227.80	10-5106-2123
Total CHAFFIN, CLARA:			227.80	
CHILDRENS ADVOCACY PROJECT				
406-JFM	FUNDING ALLOCATION AGREEMENT	04/15/24	333.33	10-5110-8750
406-JFM	FUNDING ALLOCATION AGREEMENT	04/15/24	333.33	10-5110-8750
406-JFM	FUNDING ALLOCATION AGREEMENT	04/15/24	333.34	10-5110-8750
Total CHILDRENS ADVOCACY PROJECT:			1,000.00	
CITY OF CASPER				
625048	LANDFILL FEES	03/25/24	1,331.85	34-5340-2158
625075	LANDFILL FEES	03/26/24	2,387.45	34-5340-2158
625099	LANDFILL FEES	03/27/24	1,278.55	34-5340-2158
625118	LANDFILL FEES	03/28/24	939.90	34-5340-2158
625136	LANDFILL FEES	03/29/24	2,418.65	34-5340-2158
625191	LANDFILL FEES	04/02/24	3,653.00	34-5340-2158
625242	LANDFILL FEES	04/04/24	2,296.06	34-5340-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
625270	LANDFILL FEES	04/05/24	1,264.25	34-5340-2158
625311	LANDFILL FEES	04/08/24	1,253.85	34-5340-2158
625339	LANDFILL FEES	04/09/24	2,386.80	34-5340-2158
625361	LANDFILL FEES	04/10/24	1,427.40	34-5340-2158
625386	LANDFILL FEES	04/11/24	1,522.95	34-5340-2158
625411	LANDFILL FEES	04/12/24	1,470.30	34-5340-2158
625441	LANDFILL FEES	04/15/24	1,236.95	34-5340-2158
625481	LANDFILL FEES	04/16/24	2,453.10	34-5340-2158
625509	LANDFILL FEES	04/17/24	2,701.40	34-5340-2158
625530	LANDFILL FEES	04/18/24	1,420.25	34-5340-2158
625548	LANDFILL FEES	04/19/24	1,431.30	34-5340-2158
Total CITY OF CASPER:			32,874.01	
CITY OF DOUGLAS-HLTH INS TRN				
041024	HEALTH INSURANCE TRANSFER	04/10/24	73,169.08	10-10000900
041024	HEALTH INSURANCE TRANSFER	04/10/24	1,346.60	10-10000900
Total CITY OF DOUGLAS-HLTH INS TRN:			74,515.68	
CITY OF DOUGLAS-PETTY CASH				
326	REPLENISH PETTY CASH-CEMETERY DEED	03/29/24	24.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			24.00	
CITY OF DOUGLAS-UTILITY PMNT				
041024	WATER/SEWER/SANITATION	04/10/24	188.34	10-5100-2132
041024	WATER/SEWER/SANITATION	04/10/24	284.63	10-5301-2132
041024	WATER/SEWER/SANITATION	04/10/24	1,079.87	10-5304-2132
041024	WATER/SEWER/SANITATION	04/10/24	75.25	10-5306-2132
041024	WATER/SEWER/SANITATION	04/10/24	321.21	31-5401-2132
041024	WATER/SEWER/SANITATION	04/10/24	1,917.87	31-5402-2132
041024	WATER/SEWER/SANITATION	04/10/24	274.90	32-5501-2132
041024	WATER/SEWER/SANITATION	04/10/24	24.56	32-5502-2132
17662	LANDFILL CHARGES	03/12/24	58.50	34-5340-3210
17689	LANDFILL CHARGES	04/04/24	14,703.00	33-5600-2158
17697	LANDFILL CHARGES	04/11/24	15,819.00	33-5600-2158
17713	LANDFILL CHARGES	04/18/24	15,988.50	33-5600-2158
17723	UTILITY SERVICE FEE	04/18/24	35.00	10-5304-2132
17725	BULK WATER	04/18/24	51.12	32-5502-3210
17725	BULK WATER	04/18/24	19.40	32-5502-3210
17725	BULK WATER	04/18/24	17.50	10-5305-3210
17725	BULK WATER	04/18/24	43.40	10-5305-3210
17725	BULK WATER	04/18/24	95.50	10-5305-3210
17729	LANDFILL CHARGES	04/25/24	18,726.00	33-5600-2158
17743	LANDFILL CHARGES	05/02/24	17,637.00	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			87,360.55	
CIVIL ENGINEERING PROFESSIONAL				
21-055-15	ENGINEERING-WTP BOILER PIPING	04/30/24	1,630.00	31-5856-2153
22-034-14	ENGINEERING-SOUTH DOWNTOWN UTILITIES	04/30/24	172.38	31-5840-2153
22-034-14	ENGINEERING-SOUTH DOWNTOWN UTILITIES	04/30/24	197.73	32-5852-2153
22-034-14	ENGINEERING-SOUTH DOWNTOWN UTILITIES	04/30/24	474.89	56-5560-2153
22-043-12	ENGINEERING-WEST RIVER LIFT STATION	04/30/24	9,678.50	32-5852-2153
22-046-11	ENGINEERING-TETON WAY	04/30/24	12,566.37	31-5840-2153
22-046-11	ENGINEERING-TETON WAY	04/30/24	29,461.63	56-5560-2153
22-053-14	ENGINEERING-WWTP BYPASS LINE REPLACEMENT	04/30/24	2,895.00	32-5850-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
22-100-14	ENGINEERING-CAPITAL PROJECTS	03/20/24	1,034.75	31-5401-2153
22-100-14	ENGINEERING-CAPITAL PROJECTS	03/20/24	1,034.75	32-5501-2153
22-100-14	ENGINEERING-CAPITAL PROJECTS	03/20/24	2,069.00	31-5840-2153
22-100-14	ENGINEERING-CAPITAL PROJECTS	03/20/24	2,069.00	32-5852-2153
23-013-06	ENGINEERING-2ND & 3RD ST DESIGN	04/30/24	422.28	31-5840-2153
23-013-06	ENGINEERING-2ND & 3RD ST DESIGN	04/30/24	484.38	32-5852-2153
23-013-06	ENGINEERING-2ND & 3RD ST DESIGN	04/30/24	1,163.34	56-5560-2153
23-042-06	ENGINEERING-LANDFILL ROAD	04/30/24	9,207.50	34-5895-2153
23-053-05	ENGINEERING-BIRCH ST REALIGNMENT	04/30/24	8,518.03	32-5852-2153
23-053-05	ENGINEERING-BIRCH ST REALIGNMENT	04/30/24	9,190.97	56-5560-2153
23-054-05	ENGINEERING-ADAMS ST	04/30/24	1,384.14	31-5840-2153
23-054-05	ENGINEERING-ADAMS ST	04/30/24	2,008.36	56-5560-2153
23-073-03	ENGINEERING-CLEARWELL CLEANING	04/30/24	675.00	31-5856-2153
24-125-01	ENGINEERING-OLDS ROAD ANNEXATION	03/31/24	3,855.00	10-5106-2153
Total CIVIL ENGINEERING PROFESSIONAL:			100,193.00	
COMPUTER PROJECTS OF ILLINOIS INC				
24-03-157ME	ANNUAL NCIC LICENSE	03/25/24	198.00	10-5105-2156
Total COMPUTER PROJECTS OF ILLINOIS INC:			198.00	
CONVERSE COUNTY				
043024	JOINT JUSTICE EXPENDITURES	04/30/24	10,106.87	10-5111-8760
043024	JOINT JUSTICE EXPENDITURES	04/30/24	69,772.95	10-5111-8760
Total CONVERSE COUNTY:			79,879.82	
CONVERSE COUNTY SHERIFF				
032024	BOOKING FEES	03/31/24	187.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			187.50	
CONVERSE COUNTY WEED & PEST				
37098	PENDULUM AQUACAP	04/23/24	123.13	10-5304-3210
37098	ROUNDUP PRO CONCENTRATE	04/23/24	44.25	10-5304-3210
Total CONVERSE COUNTY WEED & PEST:			167.38	
COY, DEBRA J				
042724	JANITORIAL SERVICES	04/27/24	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
CROELL REDI MIX				
835534	PEA GRAVEL	04/18/24	50.85	10-5305-3210
Total CROELL REDI MIX:			50.85	
CROSS, NICK				
285990	BOOT REIMBURSEMENT	04/29/24	110.24	10-5302-3210
Total CROSS, NICK:			110.24	
DANA KEPNER COMPANY OF WY				
2237746-00	HAND HELD	04/26/24	12,932.63	31-5403-6547
2237975-00	CURB BOXES	04/26/24	823.05	31-5402-3210
2237975-00	RODS	04/26/24	719.10	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total DANA KEPNER COMPANY OF WY:			14,474.78	
DB EQUIPMENT LLC				
043024	PUMP OIL-POWER WASHER	04/30/24	15.00	10-5302-2155
043024	LABOR-POWER WASHER	04/30/24	65.00	10-5302-2155
043024	SERVICE CALL-POWER WASHER	04/30/24	245.00	10-5302-2155
Total DB EQUIPMENT LLC:			325.00	
DEPARTMENT OF WORKFORCE SERVICES				
041924	WORKERS COMPENSATION PREMIUM	04/19/24	21,170.73	10-20000227
041924	WORKERS COMPENSATION PREMIUM	04/19/24	78.17	10-20000227
041924	WORKERS COMPENSATION PREMIUM	04/19/24	31.26	10-5201-1025
041924	WORKERS COMPENSATION PREMIUM	04/19/24	31.27	10-5201-1025
Total DEPARTMENT OF WORKFORCE SERVICES:			21,311.43	
DETECTACHEM				
INV14659	DRUG TEST POUCHES	04/29/24	69.80	10-5202-3210
INV14659	DRUG TEST POUCHES	04/29/24	79.80	10-5202-3210
INV14659	SHIPPING	04/29/24	21.48	10-5202-3210
Total DETECTACHEM:			171.08	
DOUGLAS BUDGET				
301438316	BAR & GRILL LICENSE	03/06/24	56.00	10-5100-2115
301438317	MINUTES	03/16/24	350.00	10-5100-2115
301438422	AD-POSITION VACANCY	03/13/24	294.00	10-5100-2115
301438434	HAULING MUNICIPAL SOLID WASTE	03/13/24	70.00	10-5100-2115
301438486	BAR & GRILL LICENSE	03/13/24	56.00	10-5100-2115
301438502	COMMUNITY SERVICE GRANTS	03/20/24	56.00	10-5100-2115
301438503	MINUTES	03/20/24	336.00	10-5100-2115
301438514	BOARD POSITION VACANCY	03/20/24	70.00	10-5100-2115
301438515	WARRANT REGISTER	03/20/24	266.00	10-5100-2115
301438535	AD-POSITION VACANCY	03/20/24	294.00	10-5100-2115
301438562	HAULING MUNICIPAL SOLID WASTE	03/20/24	70.00	10-5100-2115
301438578	COMMUNITY MAGAZINE	03/27/24	329.38	10-5100-2115
301438601	BUDGET HEARING	03/27/24	42.00	10-5100-2115
301438613	ADAMS ST IMPROVEMENT	03/27/24	154.00	10-5100-2115
301438613	ADAMS ST IMPROVEMENT	03/27/24	154.00	10-5100-2115
301438613	ADAMS ST IMPROVEMENT	03/27/24	154.00	10-5100-2115
301438614	PLANNING & ZONING	03/27/24	70.00	10-5100-2115
301438656	COMMUNITY SERVICE GRANTS	03/27/24	56.00	10-5100-2115
Total DOUGLAS BUDGET:			2,877.38	
DOUGLAS COMMUNITY CLUB				
032524-MAR	FUNDING ALLOCATION AGREEMENT	03/25/24	5,000.00	10-5110-8702
Total DOUGLAS COMMUNITY CLUB:			5,000.00	
DOUGLAS FEED LLC				
V50SM5P4EXSVT	T-POST	04/19/24	54.45	34-5340-3210
Total DOUGLAS FEED LLC:			54.45	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
DOUGLAS HARDWARE HANK LLC				
358988	GLOVES	03/04/24	9.59	32-5501-3210
358988	GLOVES	03/04/24	6.59	32-5501-3210
359251	SUPER GLUE	03/13/24	8.99	31-5401-3210
359251	FASTENERS	03/13/24	.40	31-5401-3210
359251	FASTENERS	03/13/24	.12	31-5401-3210
359377	BRUSH KNIFE	03/19/24	39.99	32-5501-3210
359564	GASKET MAKER	03/27/24	9.59	31-5401-3210
359616	SLIDER	03/28/24	11.99	10-5106-3210
359616	SLIDER	03/28/24	22.99	10-5106-3210
359616	SLIDER	03/28/24	9.99	10-5106-3210
359616	SLIDER	03/28/24	7.99	10-5106-3210
359722	FAUCET SUPPLY LINE	04/03/24	9.99	31-5402-3210
359752	SPRAY PAINT	04/04/24	20.97	34-5340-3210
359752	SPRAY PAINT	04/04/24	13.98	34-5340-3210
359752	SPRAY PAINT	04/04/24	10.99	34-5340-3210
359752	SCOUR PADS	04/04/24	2.99	34-5340-3210
359752	WASHERS	04/04/24	10.49	34-5340-3210
359752	LOCK NUTS	04/04/24	15.99	34-5340-3210
359752	BOLTS	04/04/24	26.99	34-5340-3210
359806	PRIMER	04/05/24	11.99	34-5340-3210
359806	ELBOW	04/05/24	2.59	34-5340-3210
359806	ELBOW	04/05/24	3.98	34-5340-3210
359806	ADAPTER TERMINAL	04/05/24	1.98	34-5340-3210
359806	CONDUIT	04/05/24	59.94	34-5340-3210
359806	FASTENERS	04/05/24	13.16	34-5340-3210
359806	COUPLER	04/05/24	3.96	34-5340-3210
359849	BROOM	04/08/24	14.99	32-5502-3210
359849	CLEANER	04/08/24	5.99	32-5502-3210
359849	SHOP TOWELS	04/08/24	9.99	32-5502-3210
359871	AIR FRESHENER	04/08/24	6.59	31-5402-3210
359871	AIRWICK OIL	04/08/24	8.99	31-5402-3210
359894	PIPE CUTTER	04/09/24	15.99	31-5402-3210
359905	PAINT	04/09/24	18.99	10-5302-3210
359905	TRAY SET	04/09/24	6.99	10-5302-3210
359912	FASTENERS	04/10/24	6.80	34-5340-3210
359912	FASTENERS	04/10/24	4.76	34-5340-3210
359912	FASTENERS	04/10/24	6.76	34-5340-3210
359919	PVC PIPE	04/10/24	39.99	34-5340-3210
359919	ELBOW	04/10/24	16.99	34-5340-3210
359919	COUPLER	04/10/24	7.99	34-5340-3210
359919	GREAT STUFF	04/10/24	5.59	34-5340-3210
359919	CAULK	04/10/24	4.59	34-5340-3210
359930	DRILL BIT	04/10/24	8.99	34-5340-3210
360082	NIPPLE	04/15/24	1.39	33-5600-3210
360082	COUPLING	04/15/24	4.59	33-5600-3210
360094	SPRAYER	04/16/24	3.99	10-5304-3210
360127	PRUNER	04/17/24	12.99	10-5304-3210
360130	HIGHLIGHTER	04/17/24	8.59	10-5302-3210
360142	CHAIN	04/18/24	36.69	10-5306-3210
360142	BAR	04/18/24	54.99	10-5306-3210
360186	BALL VALVE	04/19/24	31.99	31-5402-3210
360199	PRESSURE REGULATOR	04/19/24	26.99	10-5302-3210
360240	INSPECTION MIRROR	04/22/24	15.99	10-5306-3220
360281	SPOT SPAYER	04/23/24	129.99	10-5304-3220
360286	STRAPS	04/23/24	7.18	10-5304-3210
360286	STRAPS	04/23/24	3.59	10-5304-3210
360357	PAINT/PRIMER	04/25/24	17.18	10-5306-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
360364	PIPE	04/25/24	5.59	34-5340-3210
360364	TEE	04/25/24	1.79	34-5340-3210
360364	ADAPTER	04/25/24	1.59	34-5340-3210
360390	DRILL BITS	04/26/24	19.99	10-5305-3210
960280	BULB	04/23/24	9.98	10-5305-3210
K59675	SHARPIE	04/02/24	9.59	10-5305-3210
K60502	CABLE TIES	05/01/24	14.99	10-5305-3210
Total DOUGLAS HARDWARE HANK LLC:			948.86	
DOUGLAS SEAT COVERS LLC				
239	EMBROIDERY	02/09/24	15.00	10-5202-3210
Total DOUGLAS SEAT COVERS LLC:			15.00	
ENERGY LABORATORIES INC				
619087	WASTEWATER SAMPLING	03/22/24	58.00	32-5501-2158
621506	WATER SAMPLING	04/04/24	132.00	31-5401-2158
621507	WASTEWATER SAMPLING	04/04/24	58.00	32-5501-2158
621508	WASTEWATER SAMPLING	04/04/24	58.00	32-5501-2158
623281	WASTEWATER SAMPLING	04/12/24	160.00	32-5501-2158
623282	WASTEWATER SAMPLING	04/12/24	345.00	32-5501-2158
623283	WATER SAMPLING	04/12/24	99.00	31-5401-2158
624595	WASTEWATER SAMPLING	04/18/24	53.00	32-5501-2158
Total ENERGY LABORATORIES INC:			963.00	
ESRI				
94699093	ESRI ARC MAP	04/03/24	1,750.00	10-5106-2156
94699093	ARC GIS CREATOR	04/03/24	415.89	10-5106-2156
94699093	ARC GIS COMMUNITY ANALYST	04/03/24	75.62	10-5106-2156
Total ESRI:			2,241.51	
FAIRBANKS SCALES				
1678624	SCALE INSPECTION	04/04/24	1,479.00	34-5340-2156
1678625	SCALE REPAIRS	04/04/24	859.26	34-5340-2156
Total FAIRBANKS SCALES:			2,338.26	
FASTENAL				
170503	GLOVES	04/03/24	157.48	31-5401-3210
Total FASTENAL:			157.48	
FBI-LEEDA				
200103801	REGISTRATION-MEDIA PUBLIC RELATIONS	04/03/24	795.00	10-5201-2122
Total FBI-LEEDA:			795.00	
FIRE SUPPRESSION AUTHORITY				
WYPF23111028	EQUIPMENT FUNDS RECEIVED	04/30/24	22,752.12	10-5100-3230
Total FIRE SUPPRESSION AUTHORITY:			22,752.12	
FIRINNE POLYGRAPH LLC				
1-1	PRE-EMPLOYMENT POLYGRAPH	05/01/24	250.00	10-5202-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total FIRINNE POLYGRAPH LLC:			250.00	
FORSGREN ASSOCIATES INC				
2403107	WATER CONSULTANT SERVICES	03/25/24	4,582.50	31-5856-2153
Total FORSGREN ASSOCIATES INC:			4,582.50	
FREEDOM MAILING SERVICE				
47566	UTILITY BILLING MAILING SERVICE	04/02/24	612.69	31-5400-2158
47566	UTILITY BILLING MAILING SERVICE	04/02/24	395.69	32-5500-2158
47566	UTILITY BILLING MAILING SERVICE	04/02/24	268.05	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,276.43	
GATHERING INC				
3-2	FUNDING ALLOCATION AGREEMENT	01/12/24	765.00	10-5110-8730
5-FEB	FUNDING ALLOCATION AGREEMENT	03/12/24	968.85	10-5110-8730
6-MAR	FUNDING ALLOCATION AGREEMENT	04/25/24	968.85	10-5110-8730
Total GATHERING INC:			2,702.70	
GOODYEAR TIRE & RUBBER CO				
177-1056444	TIRES-WATER TANKER	03/28/24	2,101.41	34-5895-6547
Total GOODYEAR TIRE & RUBBER CO:			2,101.41	
GRANITE TELECOMMUNICATIONS				
642735702	TELEPHONE SERVICES	04/01/24	160.12	10-5100-2134
642735702	TELEPHONE SERVICES	04/01/24	77.96	10-5301-2134
642735702	TELEPHONE SERVICES	04/01/24	155.38	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			393.46	
GRASSLANDS MARKET				
2024-16	MUFFINS	04/16/24	27.99	10-5101-2123
2024-16	FRUIT TRAY	04/16/24	22.50	10-5101-2123
Total GRASSLANDS MARKET:			50.49	
GW MECHANICAL				
21-055-3	WTP HEATING SYSTEM IMPROVEMENTS	04/30/24	125,250.00	31-5856-6544
21-055-3	RETAINAGE-WTP HEATING SYSTEM IMPROVEMENTS	04/30/24	6,262.50-	31-20000210
Total GW MECHANICAL:			118,987.50	
HACH COMPANY				
13986887	REPLACEMENT SENSOR	04/04/24	2,332.00	31-5401-3210
13986887	SHIPPING	04/04/24	14.00	31-5401-3210
13986887	REPLACEMENT SENSOR CAP	04/04/24	206.00	32-5501-3210
13986887	SHIPPING	04/04/24	14.00	32-5501-3210
13988067	FILLING SOLUTION	04/05/24	68.70	31-5401-3210
14017648	MAINTENANCE AGREEMENT RENEWAL	05/01/24	9,257.00	31-5401-2156
Total HACH COMPANY:			11,891.70	
HARR, JEFF				
040924	UTILITY DEPOSIT REFUND	04/09/24	230.00	96-20000229

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total HARR, JEFF:			230.00	
HAWKINS INC				
6732098	CYLINDERS	04/15/24	270.00	32-5501-3210
Total HAWKINS INC:			270.00	
HOGUE, KATLAIN				
042524	RESTITUTION	04/25/24	150.00	10-20000206
Total HOGUE, KATLAIN:			150.00	
HOMAX OIL SALES INC				
0667790-IN	MOTOR OIL	04/04/24	727.65	10-5302-3237
0667790-IN	DRUM DEPOSIT	04/04/24	50.00	10-5302-3237
0667790-IN	DRUM CREDIT	04/04/24	40.00	10-5302-3237
0667790-IN	MOTOR OIL	04/04/24	775.50	10-5302-3237
0668114-IN	GREASE	04/11/24	287.70	32-5501-3210
0669879-IN	DIESEL	04/25/24	1,683.71	34-5340-3235
CL26278	FUEL	03/31/24	60.59	10-5100-3235
CL26278	FUEL	03/31/24	53.10	10-5106-3235
CL26278	FUEL	03/31/24	142.79	10-5201-3235
CL26278	FUEL	03/31/24	3,106.19	10-5202-3235
CL26278	FUEL	03/31/24	170.34	10-5302-3235
CL26278	FUEL	03/31/24	666.36	10-5304-3235
CL26278	FUEL	03/31/24	2,271.14	10-5305-3235
CL26278	FUEL	03/31/24	165.45	10-5306-3235
CL26278	FUEL	03/31/24	114.27	31-5401-3235
CL26278	FUEL	03/31/24	653.42	31-5402-3235
CL26278	FUEL	03/31/24	116.28	31-5403-3235
CL26278	FUEL	03/31/24	114.27	32-5501-3235
CL26278	FUEL	03/31/24	653.38	32-5502-3235
CL26278	FUEL	03/31/24	2,009.90	33-5600-3235
CL26278	FUEL	03/31/24	313.37	34-5340-3235
CL26278	FUEL	03/31/24	114.01	10-5301-3235
Total HOMAX OIL SALES INC:			14,209.42	
INLAND TRUCK PARTS CO				
IN-1593298	FILTER	04/25/24	118.65	31-5402-3210
IN-1593298	FREIGHT	04/25/24	20.22	31-5402-3210
Total INLAND TRUCK PARTS CO:			138.87	
INTEGRITY ELECTRICAL LLC				
050224	WATER BARN LIGHTING IMPROVEMENT	05/02/24	1,200.00	57-5570-6542
Total INTEGRITY ELECTRICAL LLC:			1,200.00	
INTERNAL REVENUE SERVICE				
040524	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/05/24	16,440.27	10-20000222
040524	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/05/24	23,432.13	10-20000223
040524	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/05/24	5,480.10	10-20000223
041924	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/19/24	16,973.36	10-20000222
041924	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/19/24	23,576.85	10-20000223
041924	PAYROLL DEDUCTION-941 TAX DEPOSIT	04/19/24	5,513.94	10-20000223

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total INTERNAL REVENUE SERVICE:			91,416.65	
JERRYS WELDING SERVICE				
29760	PLATE	03/01/24	62.04	10-5304-3210
29760	CUTTING	03/01/24	20.00	10-5304-3210
29760	PLATE	03/01/24	38.18	10-5305-3210
29760	PLATE	03/01/24	7.16	10-5305-3210
29760	HOOKS	03/01/24	78.00	10-5305-3210
29760	FLAT	03/01/24	16.29	34-5340-3210
29760	CUTTING	03/01/24	4.00	34-5340-3210
30040	PLATE	04/02/24	7.40	10-5304-3210
30040	CUTTING	04/02/24	4.00	10-5304-3210
30040	FLAT	04/02/24	11.16	31-5401-3210
30040	ANGLE	04/02/24	30.30	31-5401-3210
30040	SQUARE TUBE	04/02/24	15.04	31-5401-3210
30040	ANGLE	04/02/24	30.30	31-5401-3210
30040	SQUARE TUBE	04/02/24	15.04	31-5401-3210
30040	CUTTING	04/02/24	24.00	31-5401-3210
Total JERRYS WELDING SERVICE:			362.91	
JOE JOHNSON EQUIPMENT LLC				
P01649	RODDER PUMP	04/01/24	23,000.00	32-5502-3210
P01649	FREIGHT	04/01/24	500.00	32-5502-3210
P01715	MAIN BROOMS	04/11/24	1,153.00	33-5600-3210
P01715	FREIGHT	04/11/24	147.00	33-5600-3210
Total JOE JOHNSON EQUIPMENT LLC:			24,800.00	
JR CIVIL, LLC				
22-053-3	WWTP BYPASS LINE REHABILITATION	04/23/24	49,788.51	32-5852-6544
22-053-3	RETAINAGE-WWTP BYPASS LINE REHABILITATION	04/23/24	2,489.43-	32-20000210
Total JR CIVIL, LLC:			47,299.08	
JUST BE YOU INC				
INV12465	PICNIC TABLES	04/18/24	7,500.00	65-5650-6544
Total JUST BE YOU INC:			7,500.00	
K2 TECHNOLOGIES				
CW5030664	SOPHOS LICENSE AGREEMENT	04/01/24	111.00	10-5103-2120
Total K2 TECHNOLOGIES:			111.00	
KOIS EQUIPMENT CO				
57909	DUMPSTERS	03/07/24	13,725.00	34-5340-3220
Total KOIS EQUIPMENT CO:			13,725.00	
KU PUBLIC MANAGEMENT CENTER				
F50EFD3D	PEAK EVALUATIONS-STRATEGIC DOING	04/11/24	42,490.00	10-5100-2158
Total KU PUBLIC MANAGEMENT CENTER:			42,490.00	
LACAL EQUIPMENT COMPANY				
0408424-IN	SKID SHOE	04/25/24	165.00	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
0408424-IN	MOWER BLADE	04/25/24	283.00	10-5305-3210
0408424-IN	BLADE PIN	04/25/24	22.00	10-5305-3210
Total LACAL EQUIPMENT COMPANY:			470.00	
LARAMIE PEAK HUMANE SOCIETY				
040224	RESTITUTION PAYMENT	04/02/24	17.00	10-20000206
042524	RESTITUTION PAYMENT	04/25/24	10.00	10-20000206
2024.06 MAR	FUNDING ALLOCATION AGREEMENT	04/05/24	6,666.67	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			6,693.67	
LARAMIE RANGE WATER TREATMENT & PLUMBING				
159665	BOTTLED WATER	04/15/24	32.00	34-5340-3210
159665	DELIVERY	04/15/24	3.00	34-5340-3210
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			35.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
6931103-20240331	ACCURINT INFORMATION SERVICES	03/31/24	109.27	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			109.27	
LUDWIG, MICHAEL				
041224	UTILITY DEPOSIT REFUND	04/12/24	195.00	96-20000229
041224-1	CREDIT BALANCE REFUND	04/12/24	70.01	01-11750000
Total LUDWIG, MICHAEL:			265.01	
MASA				
040524	PAYROLL DEDUCTION	04/05/24	95.00	10-20000225
Total MASA:			95.00	
MERITAIN HEALTH				
042424	HEALTH INSURANCE PREMIUM	04/24/24	39,904.96	39-5390-1023
042424	ADMINISTRATION FEES	04/24/24	8,196.50	39-5390-1058
Total MERITAIN HEALTH:			48,101.46	
MISSION SQUARE RETIREMENT				
040524	Payroll Deduction	04/05/24	7,530.07	10-20000224
041924	Payroll Deduction	04/19/24	7,453.89	10-20000224
Total MISSION SQUARE RETIREMENT:			14,983.96	
NATIONAL ASSOC OF FIELD TRAINING OFFICER				
040924	REGISTRATION-BEYOND THE BASICS OF FIELD TRAINING	04/09/24	250.00	10-5202-2122
Total NATIONAL ASSOC OF FIELD TRAINING OFFICER:			250.00	
NEVEREST EQUIPMENT COMPANY				
5872	FRONT HOUSING REPLACEMENT	04/22/24	1,446.90	32-5502-2155
5872	SHIPPING	04/22/24	20.00	32-5502-2155
Total NEVEREST EQUIPMENT COMPANY:			1,466.90	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
NORCO INC				
40276974	TRASH BAGS	03/29/24	266.40	10-5304-3210
40276974	GLOVES	03/29/24	68.35	10-5304-3210
40276974	ROLL TOWELS	03/29/24	77.80	10-5304-3210
40276974	KITCHEN TOWELS	03/29/24	102.86	10-5304-3210
40276974	TOILET TISSUE	03/29/24	169.04	10-5304-3210
40276974	BOWL CLEANER	03/29/24	148.70	10-5304-3210
40276974	GLOVES	03/29/24	20.50	10-5304-3210
40276974	HANDLING CHARGE	03/29/24	25.00	10-5304-3210
Total NORCO INC:			878.65	
ONE CALL OF WYOMING				
69667	UTILITY LOCATES	01/05/24	25.12	31-5402-2120
69667	UTILITY LOCATES	01/05/24	25.13	32-5502-2120
70816	UTILITY LOCATES	04/05/24	87.00	31-5402-2120
70816	UTILITY LOCATES	04/05/24	87.00	32-5502-2120
70817	UTILITY LOCATES	04/05/24	10.50	10-5304-2120
Total ONE CALL OF WYOMING:			234.75	
O'REILLY AUTOMOTIVE INC				
263421	GASKET	03/28/24	10.34	31-5401-3210
264007	MOTOR OIL	04/02/24	11.98	10-5302-3237
264441	OIL FILTERS	04/05/24	10.58	10-5302-3210
264441	FUEL FILTER	04/05/24	24.95	10-5302-3210
265283	BATTERY	04/12/24	79.74	10-5202-3210
265283	CORE CHARGE	04/12/24	22.00	10-5202-3210
266122	TRANSMISSION FLUID	04/17/24	65.98	10-5302-3237
267435	HOSE CONNECT	04/26/24	12.66	34-5340-3210
268029	RETURN-CORE CHARGE	04/30/24	22.00	10-5202-3210
Total O'REILLY AUTOMOTIVE INC:			216.23	
PARTSONE LLC				
32412	ADAPTERS	04/01/24	6.16	10-5304-3210
32824	TIRE PATCHES	04/09/24	15.57	10-5302-3210
32880	FLANGE UNIT	04/10/24	28.05	10-5305-3210
32902	GLOVES	04/10/24	55.96	10-5302-3210
32902	GLOVES	04/10/24	17.99	10-5302-3210
32974	DRAIN PLUG	04/11/24	3.58	10-5304-3210
33160	TIRE VALVE	04/15/24	3.14	10-5302-3210
33162	ADAPTERS	04/15/24	3.44	10-5304-3210
33257	ENGINE BREATHER	04/17/24	116.99	33-5600-3210
Total PARTSONE LLC:			250.88	
PAYMENTECH				
040524	RECORD CREDIT CARD PROCESSING FEE	04/05/24	325.54	31-5400-2158
040524	RECORD CREDIT CARD PROCESSING FEE	04/05/24	210.25	32-5500-2158
040524	RECORD CREDIT CARD PROCESSING FEE	04/05/24	142.43	33-5600-2158
Total PAYMENTECH:			678.22	
PEASLEY & ARMSTRONG LLP				
1222	LEGAL SERVICES	04/08/24	3,956.00	10-5100-2151
1222	LEGAL SERVICES	04/08/24	1,962.35	10-5105-2151

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total PEASLEY & ARMSTRONG LLP:			5,918.35	
PLAN ONE ARCHITECTS				
2408-3	CITY HALL FACADE	04/15/24	10,500.00	57-5570-2153
Total PLAN ONE ARCHITECTS:			10,500.00	
PRADO, KAYCEE				
032924	TOBACCO COMPLIANCE CHECKS	03/29/24	120.00	13-5831-3210
Total PRADO, KAYCEE:			120.00	
PROGRESSIVE COMMERCIAL AQUATICS LLC				
132525	ACCU TAB & ACID RITE INSTALLATION	04/19/24	17,479.00	55-5550-6544
132527	POOL BOILER REPLACEMENT	04/19/24	75,770.08	55-5550-6544
Total PROGRESSIVE COMMERCIAL AQUATICS LLC:			93,249.08	
PTOLEMY GROUP INC				
8842	OFFICE 365	04/01/24	1,408.00	10-5103-2158
9043	OFFICE 365	05/01/24	1,408.00	10-5103-2158
Total PTOLEMY GROUP INC:			2,816.00	
RADDCO LLC				
79083	SUPER GLUE	04/01/24	8.54	10-5302-3210
79247	GEAR LUBE	04/03/24	56.11	10-5302-3237
79367	RADIATOR CAP	04/04/24	7.98	10-5305-3210
79472	OIL FILTER	04/05/24	17.45	10-5302-3210
79472	FUEL FILTER	04/05/24	29.04	10-5302-3210
79472	AIR FILTER	04/05/24	48.28	10-5302-3210
79472	FUEL FILTER	04/05/24	26.59	10-5302-3210
79472	LUBE HYDRAULIC	04/05/24	18.88	10-5302-3210
79472	FUEL/WATER SEPARATOR	04/05/24	25.89	10-5302-3210
79472	FUEL FILTER	04/05/24	18.89	10-5302-3210
79472	FUEL FILTER	04/05/24	15.22	10-5302-3210
79472	OIL FILTER	04/05/24	25.08	10-5302-3210
79472	OIL FILTER	04/05/24	11.85	10-5302-3210
79472	OIL FILTER	04/05/24	12.24	10-5302-3210
79472	OIL FILTER	04/05/24	25.08	10-5302-3210
79472	LUBE	04/05/24	8.04	10-5302-3210
79472	FUEL FILTER	04/05/24	17.84	10-5302-3210
79472	FUEL FILTER	04/05/24	36.38	10-5302-3210
79472	LUBE	04/05/24	31.49	10-5302-3210
79472	FUEL FILTER	04/05/24	18.19	10-5302-3210
79859	HEADLIGHT	04/11/24	38.49	10-5202-3210
79861	HEADLIGHT	04/11/24	38.49	10-5202-3210
80060	STEERING FLUID FILTER	04/15/24	22.04	10-5302-3210
80081	U-JOINT	04/15/24	17.43	33-5600-3210
80209	PAINT	04/16/24	11.95	10-5302-3210
80261	OIL FILTER	04/17/24	7.90	10-5302-3210
80261	AT FILTER KIT	04/17/24	20.29	10-5302-3210
80388	JUMPER CABLE CLAMP	04/18/24	22.76	34-5340-3210
80449	OIL FILTER	04/19/24	11.85	10-5302-3210
80506	FUSE HOLDER	04/19/24	5.19	31-5402-3210
80585	FUSE CIRCUIT	04/22/24	5.51	31-5402-3210
80629	AIR FILTER	04/22/24	24.84	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
80629	AIR FILTER	04/22/24	17.32	10-5302-3210
80705	DRIVE BELT	04/23/24	26.06	10-5305-3210
80843	BATTERY	04/24/24	140.69	32-5501-3210
81002	RAGS	04/26/24	40.00	10-5302-3210
81129	FUEL FILTER	04/29/24	6.57	10-5302-3210
81158	SILICONE	04/30/24	9.92	10-5302-3210
Total RADDCO LLC:			926.36	
RAMSHORN CONSTRUCTION INC				
22-046-3	TETON WAY PROJECT	04/26/24	96,235.64	31-5840-6544
22-046-3	RETAINAGE-TETON WAY PROJECT	04/26/24	4,811.78-	31-20000210
22-046-3	TETON WAY PROJECT	04/26/24	372,279.96	56-5560-6544
22-046-3	RETAINAGE-TETON WAY PROJECT	04/26/24	18,614.00-	56-20000210
Total RAMSHORN CONSTRUCTION INC:			445,089.82	
ROCKY MOUNTAIN POWER				
041124	ELECTRICITY SERVICES	04/11/24	7,513.02	10-5100-2131
041124	ELECTRICITY SERVICES	04/11/24	132.17	10-5201-2131
041124	ELECTRICITY SERVICES	04/11/24	496.48	10-5301-2131
041124	ELECTRICITY SERVICES	04/11/24	2,102.53	10-5304-2131
041124	ELECTRICITY SERVICES	04/11/24	277.73	10-5306-2131
041124	ELECTRICITY SERVICES	04/11/24	399.68	10-5307-2131
041124	ELECTRICITY SERVICES	04/11/24	2,028.00	31-5401-2131
041124	ELECTRICITY SERVICES	04/11/24	1,648.84	31-5402-2131
041124	ELECTRICITY SERVICES	04/11/24	5,273.69	32-5501-2131
041124	ELECTRICITY SERVICES	04/11/24	993.48	32-5502-2131
041124	ELECTRICITY SERVICES	04/11/24	659.12	34-5340-2131
043024	ELECTRICITY SERVICES	04/30/24	273.86	10-5301-2131
Total ROCKY MOUNTAIN POWER:			21,798.60	
RON'S SUPPLY LLC				
333273	GRINDING WHEELS	04/10/24	21.90	34-5340-3210
333380	WELDER CAP	04/17/24	12.99	10-5305-3210
333380	GLOVES	04/17/24	28.99	10-5305-3210
333380	GLOVES	04/17/24	19.99	10-5305-3210
Total RONS SUPPLY LLC:			83.87	
SAFARILAND LLC/DEFENSE TECHNOLOGY LLC				
128593	REGISTRATION-LESS LETHAL INSTRUCTORS COURSE	03/27/24	995.00	10-5202-2122
128593-1	VOID ENTRY-PAYMENT MADE ON VISA	03/27/24	995.00-	10-5202-2122
FS11521	NIK TEST	03/25/24	109.00	10-5202-3210
FS11521	SHIPPING	03/25/24	9.99	10-5202-3210
Total SAFARILAND LLC/DEFENSE TECHNOLOGY LLC:			118.99	
SAFEWAY STORES				
724258	SUGAR	04/17/24	7.99	10-5301-3230
724258	TEA	04/17/24	3.79	10-5301-3230
724258	IBUPROFEN	04/17/24	18.90	10-5301-3210
724258	DUSTERS	04/17/24	10.99	10-5301-3210
724258	MR CLEAN SHEETS	04/17/24	4.79	10-5301-3210
807027	WATER	04/23/24	18.95	10-5100-3230
807443	COFFEE	04/02/24	19.99	10-5100-3230

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
116939	HAULING SOLID WASTE	04/06/24	415.00	34-5340-2158
116939	HAULING SOLID WASTE	04/06/24	415.00	34-5340-2158
116939	HAULING SOLID WASTE	04/06/24	415.00	34-5340-2158
116939	HAULING SOLID WASTE	04/06/24	415.00	34-5340-2158
116939	HAULING SOLID WASTE	04/06/24	415.00	34-5340-2158
Total SNYDER TRANSPORT INC:			19,063.00	
SPORT COURT OF THE ROCKIES				
5010	TENNIS COURT RESURFACING-KEITH RIDER PARK	03/29/24	79,998.00	65-5650-6544
Total SPORT COURT OF THE ROCKIES:			79,998.00	
STEARNS MS LPC, JANE				
033024	PROFESSIONAL SERVICES	03/30/24	600.00	10-5100-2158
Total STEARNS MS LPC, JANE:			600.00	
SULLIVAN, TIM				
041124	BOOT REIMBURSEMENT	04/11/24	200.00	31-5401-3210
Total SULLIVAN, TIM:			200.00	
TEXAS PNEUDRAULIC INC				
044419	LIFT CYLINDER	04/25/24	1,970.00	33-5600-3210
044419	CYLINDER SWIVEL	04/25/24	136.50	33-5600-3210
044419	MASTER PIN	04/25/24	232.50	33-5600-3210
044419	FREIGHT	04/25/24	319.90	33-5600-3210
Total TEXAS PNEUDRAULIC INC:			2,658.90	
THARPE CONSULTING				
EEFTEAL1029	REGISTRATION-LEADERSHIP & ETHICS TRAINING	04/01/24	550.00	10-5202-2122
Total THARPE CONSULTING:			550.00	
TJ INDUSTRIES				
135991	TIRES	04/23/24	764.00	10-5301-3210
135991	TIRES	04/23/24	94.00	10-5306-3210
136038	TIRE	04/25/24	144.10	10-5306-3210
Total TJ INDUSTRIES:			1,002.10	
TOP OFFICE PRODUCTS				
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	41.88	10-5100-2156
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	262.20	10-5100-2156
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	22.50	10-5106-2156
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	43.35	10-5106-2156
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	8.78	10-5301-2156
198319	COPIER MAINTENANCE AGREEMENT	03/25/24	37.05	10-5301-2156
Total TOP OFFICE PRODUCTS:			415.76	
TRIPP, RICK				
050224	TREE TRIM/REMOVAL REIMBURSEMENT	05/02/24	712.50	10-5304-2158
Total TRIPP, RICK:			712.50	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
UNITED STATES POSTAL SERVICE				
050724	POSTAGE	05/07/24	500.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			500.00	
USA BLUEBOOK				
312130	ADAPTER	03/21/24	34.95	31-5401-6547
312130	SHIPPING	03/21/24	148.71	31-5401-6547
320585	TORQUE ADAPTER	04/01/24	481.95	31-5401-6547
322049	HAND WHEEL ADAPTER	04/02/24	601.95	31-5401-6547
335766	WHEELER REX	04/16/24	3,860.95	31-5401-6547
SCN077865	RETURN-GLOVES	04/18/24	901.46	31-5401-3210
Total USA BLUEBOOK:			4,227.05	
VERIZON WIRELESS				
041024	CELLULAR SERVICE	04/10/24	16.66	31-5402-2134
041024	CELLULAR SERVICE	04/10/24	16.66	32-5502-2134
041024	CELLULAR SERVICE	04/10/24	56.42	10-5102-2134
043024	CELLULAR SERVICE	04/30/24	99.90	10-5106-2134
043024	CELLULAR SERVICE	04/30/24	40.01	10-5201-2134
043024	CELLULAR SERVICE	04/30/24	1,530.59	10-5202-2134
9022351006	INVESTIGATIVE SERVICES-SEARCH WARRANT	03/16/24	50.00	10-5202-3210
Total VERIZON WIRELESS:			1,810.24	
VINTAGE RAILS RESTORATION				
042724	SLEEPER CAR/DAY COACH REPAIR	04/27/24	3,520.00	54-5540-2155
Total VINTAGE RAILS RESTORATION:			3,520.00	
VISA-CONVERSE COUNTY BANK				
009076	LODGING-FEDERAL FUNDING CONFERENCE	04/09/24	15.17	10-5106-2123
010382	MEAL-FEDERAL FUNDING CONFERENCE	04/10/24	37.85	10-5106-2123
011186	MEALS-FLETC TRAINING	04/11/24	24.49	10-5202-2123
011852	MEAL-FEDERAL FUNDING CONFERENCE	04/11/24	16.54	10-5106-2123
012135	LODGING-ARIDE TRAINING	03/12/24	203.84	10-5202-2123
013156	MEAL-ARIDE TRAINING	03/13/24	13.28	10-5202-2123
014874	MEAL-ARIDE TRAINING	03/14/24	10.94	10-5202-2123
020217	MEAL	03/20/24	24.40	10-5202-2123
022824	MEAL	02/28/24	12.00	10-5102-2123
024747	MEALS-AYERS LUNCH	04/24/24	250.00	10-5100-2123
026535	TRI-TECH FORENSICS BLOOD PATHOLOGY KIT	03/26/24	69.50	10-5202-3210
029252	MEAL-COMPLIANCE CHECKS	03/29/24	23.00	13-5831-3210
030224	AMAZONE PRIME	03/02/24	14.99	10-5305-3210
030424	MEAL	03/04/24	12.32	10-5102-2123
030524	LEVEL 1 WATER EXAM	03/05/24	100.00	31-5402-2122
031824-1	DRONE MAPPING & SURVEY SOFTWARE	03/18/24	50.00	10-5305-3210
032824	TRAVEL-FLETC TRAINING	03/28/24	718.20	10-5202-2123
032824-1	REGISTRATION-OPEN SOURCE INTELLIGENCE	03/28/24	250.00	10-5202-2122
050124	TRAVEL-OFFICER GRADUATION	05/01/24	640.94	10-5202-2123
050124-1	LODGING-OFFICER GRADUATION	05/01/24	412.86	10-5202-2123
10192W	LODGING-WASCOP	04/25/24	196.00	10-5201-2123
112-1398059	USB CABLES	04/11/24	19.96	10-5202-3210
112-1398059	RECEIPT BOOKS	04/11/24	38.90	10-5105-3210
112-5760292	BADGE HOLDER	04/24/24	12.96	10-5202-3210
112-5760292	SHIPPING	04/24/24	6.99	10-5202-3210
112-6239075	BLUERAY DISCS	04/08/24	81.62	10-5202-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
112-6239075	SPIRAL MEMO PADS	04/08/24	14.84	10-5202-3210
112-6239075	CD/DVD CASE	04/08/24	41.96	10-5202-3210
112-6239075	CHARGER CABLE	04/08/24	20.37	10-5202-3210
112-6239075	PORTABLE CHARGER	04/08/24	49.99	10-5202-3210
112-7216706	T-SHIRTS	04/24/24	26.98	10-5202-3210
112-9512394	COFFEE POT	04/30/24	439.00	10-5201-3210
112-9937758	GLOVES	04/22/24	57.93	10-5202-3210
114-6899683	HYDROSEP WATER	04/11/24	104.96	34-5340-3210
114-6899683	PORTABLE EYE WASH STATION	04/11/24	333.90	34-5340-3210
128593	REGISTRATION-LESS LETHAL INSTRUCTOR COURSE	04/17/24	995.00	10-5202-2122
130170	MEMBERSHIP DUES-FBINA	03/25/24	110.00	10-5202-2120
160377	MEALS-FLETC TRAINING	04/11/24	19.08	10-5202-2123
240313-07-24	MEAL-ARIDE TRAINING	03/13/24	27.53	10-5202-2123
272422	MEAL-ARIDE TRAINING	03/14/24	26.93	10-5202-2123
28398	MEAL	03/21/24	110.25	10-5102-2123
296886	LODGING	04/25/24	861.90	10-5202-2123
40342111	TRAVEL-FLECTC TRAINING	04/12/24	79.20	10-5202-2123
4394747843	LODGING-TRAINING	04/11/24	359.80	10-5202-2123
491060	MEALS-FLETC TRAINING	04/12/24	18.14	10-5202-2123
89486EE088361	LODGING-FLETC TRAINING	04/07/24	109.00	10-5202-2123
90239655	LODGING	04/25/24	776.25	10-5201-2123
919802804	LODGING-FEDERAL FUNDING CONFERENCE	04/11/24	358.70	10-5106-2153
BB8VX9	TRAVEL-NASRO CONFERENCE	04/16/24	788.94	10-5202-2123
EL9R94	TRAVEL-TRAINING	04/11/24	213.21	10-5202-2123
R174775703	REGISTRATION-NPCA TRAINING	04/16/24	330.00	10-5202-2122
R4887074954	LODGING	04/25/24	553.26	10-5202-2123
R493548223	MEMBERSHIP RENEWAL-NPCA	03/26/24	40.00	10-5202-2120
R493548223	CERTIFICATION-NPCA	03/26/24	20.00	10-5202-2120
YH3BS	LODGING-IAPE TRAINING	03/25/24	433.24	10-5202-2123
Total VISA-CONVERSE COUNTY BANK:			10,577.11	
VISIONARY COMMUNICATIONS INC				
818867	PHONE SERVICE	04/01/24	765.23	10-5100-2134
838417	PHONE SERVICE	04/01/24	176.62	10-5103-2158
Total VISIONARY COMMUNICATIONS INC:			941.85	
WAYNE COLEMAN CONSTRUCTION				
23-053-1	BIRCH STREET PROJECT	04/24/24	63,552.06	32-5852-6544
23-053-1	RETAINAGE-BIRCH STREET PROJECT	04/24/24	3,177.60-	32-20000210
23-053-1	BIRCH STREET PROJECT	04/24/24	68,704.94	56-5560-6544
23-053-1	RETAINAGE-BIRCH STREET PROJECT	04/24/24	3,435.25-	56-20000210
24036	MOBILIZATION	04/03/24	6,000.00	34-5340-2158
24036	CONCRETE/ASPHALT CRUSHING	04/03/24	59,280.40	34-5340-2158
24047	SHRED TREE PILE	04/30/24	49,968.75	34-5340-2158
Total WAYNE COLEMAN CONSTRUCTION:			240,893.30	
WILKINS INDUSTRIES INC				
33617	MESH	04/04/24	1,316.00	34-5340-3210
33617	FREIGHT	04/04/24	424.32	34-5340-3210
Total WILKINS INDUSTRIES INC:			1,740.32	
WW GRAINGER				
9056846703	ANCHORS	03/18/24	45.76	10-5304-3210
9060720423	GLASS KIT	03/21/24	359.54	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9074956625	BACKFLOW PREVENTER	04/03/24	505.10	31-5401-3210
9074956625	BACKFLOW PREVENTER	04/03/24	1,009.80	32-5501-3210
9077960483	SINGLE POINT HOOK	04/05/24	26.52	34-5340-3210
9077960483	BATTERY	04/05/24	24.20	34-5340-3210
9077960483	BATTERY	04/05/24	54.03	34-5340-3210
9077960483	BATTERY	04/05/24	15.32	34-5340-3210
9077960483	BATTERY	04/05/24	17.77	34-5340-3210
9077960483	BUNGEE STRAP	04/05/24	8.30	34-5340-3210
9077960483	BUNGEE STRAP	04/05/24	17.50	34-5340-3210
9079314796	TRAILER JACK	04/09/24	109.71	10-5302-3210
9087069788	GAS CYLINDER CABINET	04/16/24	1,490.63	31-5401-3220
9087690625	FIRE HOSE	04/16/24	272.62	34-5895-6547
9087690625	HOSE REAL	04/16/24	874.34	34-5895-6547
Total WW GRAINGER:			4,831.14	
WY CHILD & FAMILY DEV INC				
043024-APR	FUNDING ALLOCATION AGREEMENT	04/30/24	416.67	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			416.67	
WY DEPT OF TRANSPORTATION				
146932	LOCAL SHARE OF PARTICIPATING EXPENDITURES	04/01/24	393.06	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			393.06	
WY LAW ENFORCEMENT ACADEMY				
C-12276	REGISTRATION-FTO DEVELOPMENT	04/08/24	236.00	10-5202-2122
Total WY LAW ENFORCEMENT ACADEMY:			236.00	
WY MACHINERY COMPANY				
PO8023818	STEP	03/16/24	175.66	34-5340-3210
PO8023818	RUBBER SUPPORT	03/16/24	260.36	34-5340-3210
PO8023818	PLATE	03/16/24	102.08	34-5340-3210
PO8023818	SHIPPING	03/16/24	20.80	34-5340-3210
PO8023819	LADDER BRACKET ASSEMBLY	03/16/24	450.73	34-5340-3210
PO8023819	PLATE	03/16/24	51.04	34-5340-3210
PO8043638	GRADER BLADE	04/09/24	165.62	10-5305-3210
Total WY MACHINERY COMPANY:			1,226.29	
WY POLICE SERVICE DOG ASSOCIATION				
041524	MEMBERSHIP DUES	04/15/24	60.00	10-5202-2122
Total WY POLICE SERVICE DOG ASSOCIATION:			60.00	
WY RETIREMENT SYSTEM				
040524	Payroll Deduction	04/05/24	65,671.48	10-20000224
Total WY RETIREMENT SYSTEM:			65,671.48	
WY STATE DISBURSEMENT CENTER				
040524	Payroll Deduction	04/05/24	34.90	10-20000226
041924	Payroll Deduction	04/19/24	34.90	10-20000226
Total WY STATE DISBURSEMENT CENTER:			69.80	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
WY STATE FAIR ENDOWMENT				
041724	ENDOWMENT CONTRIBUTION	04/17/24	50,000.00	10-5100-2158
Total WY STATE FAIR ENDOWMENT:			50,000.00	
WY SUPREME COURT				
040224	AUTOMATION FEE	04/02/24	390.00	10-20000208
040224	CIVIL LEGAL SERVICE FEES	04/02/24	130.00	10-20000208
043024	AUTOMATION FEE	04/30/24	510.00	10-20000208
043024	CIVIL LEGAL SERVICE FEES	04/30/24	170.00	10-20000208
Total WY SUPREME COURT:			1,200.00	
WYOMING DEPT OF AGRICULTURE				
042224	POOL PERMIT	04/22/24	50.00	10-5307-3210
042224-1	SPLASH PAD PERMIT	04/22/24	50.00	10-5307-3210
050124	SCALE LICENSE FEE	05/01/24	40.00	34-5340-3210
Total WYOMING DEPT OF AGRICULTURE:			140.00	
XPRESS BILL PAY				
040524	RECORD PAYMENT PROCESSING FEE	04/05/24	285.40	31-5400-2158
040524	RECORD PAYMENT PROCESSING FEE	04/05/24	184.32	32-5500-2158
040524	RECORD PAYMENT PROCESSING FEE	04/05/24	124.86	33-5600-2158
Total XPRESS BILL PAY:			594.58	
YOUTH DEVELOPMENT SERVICES				
042224-APR	FUNDING ALLOCATION AGREEMENT	04/22/24	1,666.66	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.66	
Grand Totals:			2,039,249.75	

Approved By _____
City Manager

Date _____

Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees offer a multitude of benefits, including reduced erosion of top soil, lower heating and cooling costs, temperature moderation, cleaner air, increased oxygen, wildlife habitat, increased property values, enhanced economic vitality of business areas, and beautification of our community; and

WHEREAS, trees are a renewable resource, thereby providing paper, wood for our homes, fuel for our fires, as well as countless other wood products, and are sources of happiness and a sense of renewal wherever they are planted; and

WHEREAS, the City of Douglas is now in its 24th year as a Tree City USA and is one of more than 3,500 Tree Cities across the country; and

WHEREAS, with communities worldwide facing issues with air quality, water resources, energy use, and personal health and well-being, Douglas is stepping up to do our part by ensuring we practice effective forest management.

NOW, THEREFORE, I, Kim Pexton, Mayor of the City of Douglas, Wyoming, do hereby proclaim Thursday, May 16th, 2024, as

ARBOR DAY

in the City of Douglas, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

BE IT FURTHER PROCLAIMED that all citizens of our community are encouraged to plant trees to bring joy and promote the well-being of our community, this generation, and generations of the future.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of Douglas, Wyoming, to be affixed this 13th day of May, 2024.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk

RESOLUTION NO. 2024-17

A RESOLUTION SETTING USER CHARGES AND ENACTING AUTOMATIC INFLATIONARY MEASURES FOR THE MUNICIPAL WATER, SEWER, SANITATION COLLECTION AND SOLID WASTE DISPOSAL SYSTEMS OF THE CITY OF DOUGLAS

WHEREAS, Section 13.12.040(E), 13.44.030(C), and 13.64.030(A) of the Municipal Code for City of Douglas, Wyoming establishes rates for the operation of the municipal water, sewer, sanitation collection, and solid waste disposal systems; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, OF THE CITY OF DOUGLAS, WYOMING, to implement a seven and one-half percent (7.5%) rate increase for user charges in Section 13.12.040(E), 13.44.030(C) and 13.64.030(A) of the Douglas Municipal Code effective June 1, 2024, and July 1, 2025; and

BE IT FURTHER RESOLVED, to implement an annual automatic inflationary minimum increase of four percent (4%) or the Wyoming Cost of Living Index fourth quarter annual inflation rate for central region as provided by Wyoming Administration & Information Economic Analysis Division whichever is greater beginning July 1, 2026, and thereafter.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2024.

Kim Pexton, Mayor

Attest:

Mary Nicol, City Clerk

Item

Award RFQ for Community Center

Responsible Staff Contact

Blake Palmer, Public Works – Streets & Alleys

Recommendation

Award Community Facility RFQ to Amundsen

Executive Summary

An RFQ was issued on 27 March 2024 by the City for design of the proposed Community Facility.

Criteria set forth in the RFQ were as follows:

30% Ability to meet project schedule

50% Experience with similar projects

20% Proposed Fee

An evaluation committee consisting of Councilmember Ron McNare, Public Works Director John Harbarger, Community Development Director Clara Chaffin, Parks Supervisor Brandon Frye, Streets and Alleys Supervisor Blake Palmer, Administrative Services Director Mary Nicol, and City Manager J. D. Cox.

Six responses were received from the following firms: Amundsen, FDL, GSG Architecture, MOA Architecture, Plan One, and Stasis. The responses from the six firms were ranked by the Evaluation Committee, and the three scoring highest were invited back to an interview with the Evaluation Committee. Those three were: Amundsen (\$834,600), GSG (\$830,285), and PlanOne (\$1.081M).

Following the interviews, the Evaluation Committee discussed and ranked the firms.

Amundsen was selected to be recommended by the Evaluation Committee to the City Council.

In addition, Amundsen has partnered with RB+B Architects.

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

SD24 Outcome

Fun, Uplifting, Neat & Tidy Community

SD24 Strategy

SD24 KPI

FUN-09B; FUN-10B

2014 Master Plan

A. Parks, Recreation, and Trails. Douglas will offer a full range of recreational areas and facilities accessible to all segments of the community.

Goal A1. Maintain a City-wide system of parks and recreation system that serve residents of all ages, abilities, income, and location within the community.

Goal A5. Encourage diverse, affordable, and year- round recreation opportunities for all age groups.

n/a

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department

Project/Line Item(s)

Budgeted Amount

Anticipated Amount

Action Requested/Recommended Motion

Approve the award of the RFQ for Architectural Services for the new community center to Amundsen Associates in the amount not to exceed \$834,600 and authorize the City Manager to sign all associated documents.

Reviewed/Approved

☒ **Community Development**

☐ **Law Enforcement**

☒ **City Manager**

☒ **Public Works**

☐ **Legal**

☒ **Finance/City Clerk**

[illegible]

April 17, 2024

Mary Nicol, City Clerk
City of Douglas
P.O. Box 1030
101 North 4th Street
Douglas, WY 82633



RE: RFQ – Community Facility

Dear Mary and members of the selection committee:

Amundsen Associates is pleased to submit the following fee proposal for the Community Facility Design project. The project is a 36,000 square foot facility which will contain three multi-purpose courts, including seating and an elevated walking track, commons, community room, meeting room, restrooms, and administrative area.

We understand our scope of work includes the following:

- Collaborate with staff and council to develop a final design
- Meet with staff and council in person and some virtual meetings
- Submit Construction Drawings to the City of Douglas Community Development Department and the State Fire Marshal for Review
- Write bid documents to be posted by the City of Douglas
- Perform Construction Administration services
- Warranty phase services
- 11-month walkthrough

Our design team includes the following consulting services – Architectural, Recreation and Wellness Consultant, Landscape Architecture, Interior Design, Structural, Mechanical/Electrical/Plumbing, Civil Engineering, Surveying, Geotechnical Engineering, Acoustic Consultant, and Estimating.

Amundsen Associates will perform the above scope of services for a fixed fee as described below:

Design Phase	Design Fees
Schematic Design	\$ 112,300.00
Design Development	\$ 203,750.00
Construction Documents	\$ 326,800.00
Bidding	\$ 32,950.00
Construction Administration	\$ 152,300.00
Reimbursables	\$ 6,500.00
Total Fee	\$ 834,600.00

Qualifications to our proposal:

The following services are excluded - Materials testing, construction staking, special inspections, environmental survey, traffic studies, LEED design, Energy Star, and multiple redesigns.

The fee includes a pre-engineered metal building structure for the gym/track area and conventional post and beam construction for the commons/lobby/restroom portion of the building.

The duration of Construction Administration and OAC meetings is twelve months.

We will provide (1) Substantial completion punch list and (1) final completion punch list.

The above fees includes providing review and bid documents as PDF documents.

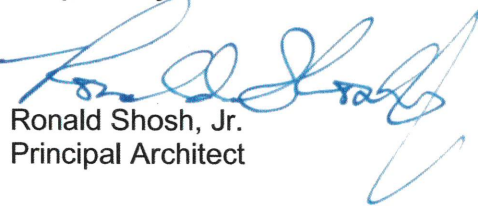
The following items are excluded, but could be included for an additional fee if necessary:
Short circuit study, arc flash analysis, fire pump design, performing commissioning or coordinating with the owner's Commissioning Agent.

Geotechnical Engineer intends to provide eight borings at the building location and site.

Work beyond the above scope or additional work will be based on our hourly rates or a negotiated fee.

In closing, thank you for the opportunity to submit our fee proposal. Our team is committed to collaborating with your outstanding team. If you have any questions regarding our proposal, please feel free to contact me at 307.234.9999 or via email at rshosh@amundsenassociates.com.

Respectfully,



Ronald Shosh, Jr.
Principal Architect

Week 5 – Draft Document

Prepare preliminary report

- ✓ Compile all information and studies
- ✓ Complete final site plan, floor plans, elevations, and sections
- ✓ Print draft copies

City of Douglas Reviews Preliminary Draft

- ✓ Provide Draft Feasibility Study to City of Douglas

Week 6 – Prepare final document

Compile final document (Deliverables)

- ✓ Revise draft document based on City of Douglas' review comments
- ✓ Print final copies for City Council and Steering Committee members and provide a digital copy
- ✓ Prepare display board for use in presentations (and fundraising if necessary)

Final presentation

- ✓ Public presentation with City of Douglas, staff and community to present final document

Beyond the Concept Design.....

Construction Documents – 7 to 8 months based on the complexity of the facility after Concept Design

- ✓ Multiple meetings with City of Douglas staff to refine the design and select finishes
- ✓ Plan review meetings as necessary
- ✓ Deliverables include review and final copies for Owner and Code Officials as well as a digital PDF copy for the Owner and Bidders.

Bidding – 1 month

- ✓ Advertise
- ✓ Prebid meeting
- ✓ Bid Opening

Contract Negotiations – 2 – 4 weeks

- ✓ Draft contract
- ✓ City Council Approval

Construction – 12 to 14 months

- ✓ Pre-construction meeting
- ✓ Submittal and shop drawing reviews
- ✓ Owner / Architect / Contractor meetings (usually weekly or bi-weekly)
- ✓ Substantial completion punchlist
- ✓ Final completion
- ✓ Project closeout

After construction

- ✓ Warranty assistance
- ✓ 11-month walkthrough

PROPOSED FEES

DISCIPLINE	CONSULTANTS	ESTIMATED FEE	FEE PERCENTAGE
Architecture & Interior Design	FDL Consulting	\$ 485,000.00	4.85%
Survey	FDL Consulting	\$ 10,000.00	0.10%
Civil Engineering	Terra Site Design	\$ 45,000.00	0.45%
Landscape Design	Terra Site Design	\$ 35,000.00	0.35%
Geotechnical Report	Inberg-Miller Engineers	\$ 22,000.00	0.22%
Structural Engineering	Martin/Martin Wyoming	\$ 83,000.00	0.83%
Mechanical, Electrical, Plumbing Engineering	Engineering Design Associates	\$ 265,000.00	2.65%
		\$ 945,000.00	9.45%

ESTIMATED CONSTRUCTION BUDGET \$ 10,000,000.00

All Fees are based on the estimated construction budget. If construction budget is adjusted up or down, Proposed Fee will adjust per fee percentage in accordance with the new construction budget.

FDL

[illegible]

Contract Negotiation					
Contract Negotiation	5/13/24	6/28/24			
Programming and Schematic Design					
Kick-Off & Site Evaluation	7/1/24	7/8/24			
Programming	7/8/24	7/22/24			
0-50% Schematic Design	7/22/24	8/26/24			
50-100% Schematic Design	8/26/24	9/23/24			
Design Development					
0-50% Design Development	9/23/24	11/4/24			
50-100% Design Development	11/4/24	12/6/24			
Construction Documents					
0-50% Construction Documents	12/6/24	3/17/25			
50-95% Construction Documents	3/17/25	6/16/25			
95-100% Construction Documents	6/16/25	6/30/25			
Bidding & Negotiation	6/30/25	9/29/25			

[illegible]

- Schedule begins on date of contract signing
- Schedule is dependent on City review period durations

FIXED FEE PROPOSAL FOR REQUESTED SERVICES & DELIVERABLES: (Interior Design Included)

Program Review	\$ 12,790
Schematic Design	\$ 143,140
Design Development	\$ 193,905
Construction Documents	\$ 241,625
Bidding	\$ 34,255
Construction Administration	\$ 178,895
Base Services Total	\$ 804,610

ADDITIONAL SERVICES:

Site Survey	\$ 6,600
Geotechnical Investigation	\$ 14,575
Additional Services Total	\$ 21,175

ALL SERVICES TOTAL	\$ 825,785
Reimbursable Expenses (estimate only)	\$ 4,500
GRAND TOTAL	\$ 830,285

All reimbursable expenses are billed at direct invoice value plus a 10% administrative fee. Mileage rate is the standard government rate at the time incurred.

POTENTIAL ADDITIONAL SERVICES:

Warranty Service	Hourly (TBD)
------------------	--------------

Note: This proposal is based on an anticipated twelve-month construction duration, extended construction duration may incur additional charges.

Please call to discuss any questions at your convenience. We are always willing to negotiate fees and scope to suit the best interests of the project.

Sincerely,



James Holloway, Principal/CEO
GSG Architecture, Inc.
1042 S David St., Casper, WY 82601 | 307.234.8968
jholloway@gsgarchitecture.com | 307.259.8630

PROJECT COSTS

RESPONSE TO RFQ, EVALUATION OF COMMUNITY RECREATION
GSG Architecture Proposal for Architectural & Engineering Services

April 17, 2024

EXPLANATION OF FEES:

GSG Architecture provides this proposal in response to the City of Douglas RFQ for the new Douglas Community Center Facility. GSG Architecture has reviewed the documentation provided, including the preliminary program and concept design documents and Q&A Document dated April 10, 2024. We understand the facility to be an approximately 30,000-SF recreational facility. The primary structure is anticipated to be a PEMB which will be the field house and supporting functions such as reception, lobby, restrooms, and community rooms to be housed either within the PEMB or in and adjacent and connected stick-built structure.

General Assumptions:

- This project will be delivered via the Design-Bid-Build delivery method.
- The City of Douglas will provide all previous design studies and programming documents to the A&E team for review.
- The City of Douglas administrative staff and user groups will be available to provide input during design.
- The City of Douglas will allow the A&E team access to the existing site for field verification, as required, to produce base drawings.
- Utilities are present at the existing site and are sufficient to support the work of this project.

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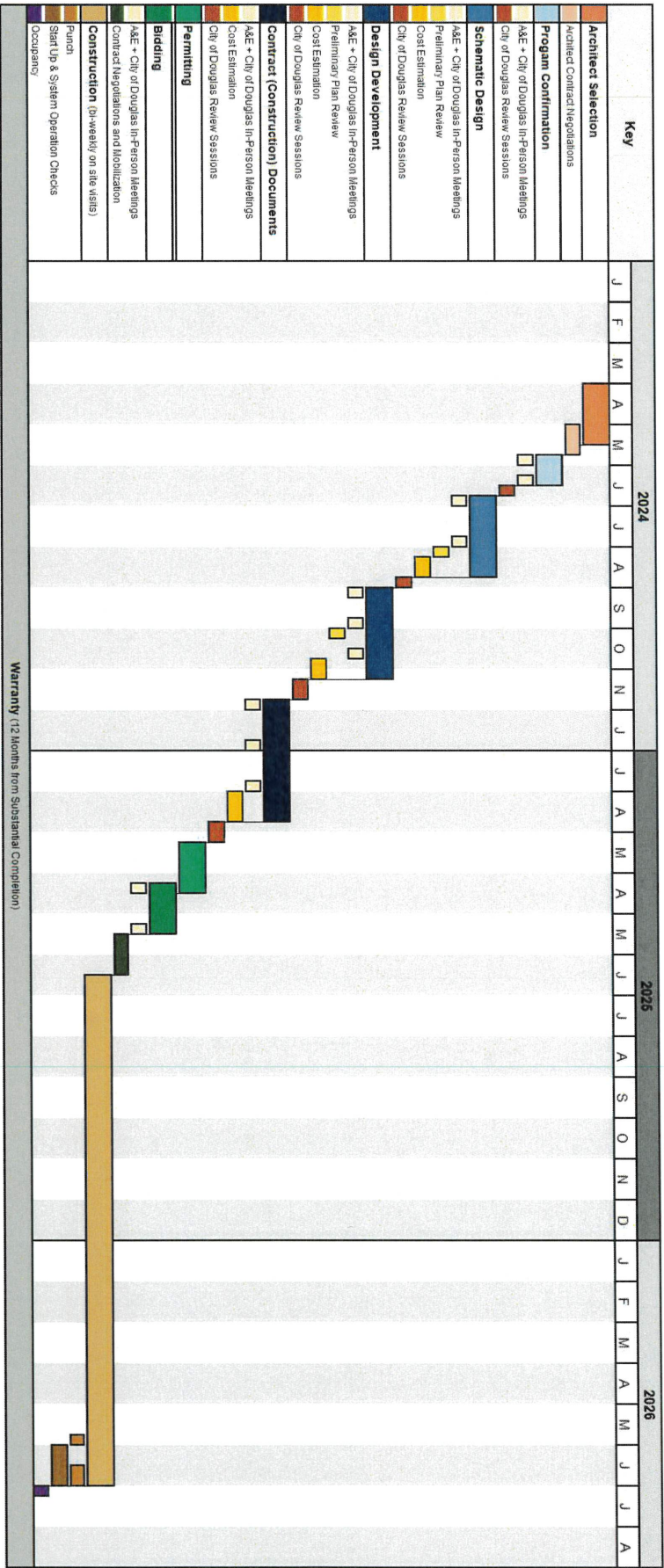
General Exclusions:

(GSG Architecture is prepared to deliver any of the services listed below at an additional negotiated fee, if desired.)

- Hazardous Material Investigations and Abatement.
 - Off-site utility and infrastructure development.
 - Design of Cogeneration Systems (solar, wind, geothermal, and others).
 - Backup generator design.
 - Energy modeling and life cycle cost analysis beyond that required by code.
 - Acoustical engineering.
 - Lighting design.
 - Low voltage design.
 - Fire suppression design *(we will provide a performance specification for this system with design by contractor).*
 - Construction Materials Testing.
 - Plan Review and Permitting fees.
 - LEED Design, Registration, and Certification.
- Inclusions:
- Architectural & Interior Design.
 - Structural Engineering.
 - Civil Engineering.
 - MEP Engineering.
 - Landscape Architecture.
 - Professional Third-Party Cost Estimation.

DESIGN SCHEDULE

The RFPQ notes a design timeline of between ten-twelve months. We believe this is easily achievable. The schedule we have developed shows design completion in approximately nine months, and it allows for considerable review time for the City at each phase. This time frame will provide us with the necessary opportunities to work with City staff and the public to achieve a design solution that is unique to and supported by the Douglas community. Of course, this schedule was completed without your input, and we look forward to restructuring this to accommodate your availability and the best interests of the project.



April 17, 2024

Mrs. Mary Nicol
City Clerk
City of Douglas
101 North 4th Street
Douglas, WY 82633



MOA ARCHITECTURE

RE: New Douglas Community Facility – Douglas, WY

Dear Mary and the Selection Committee,

MOA ARCHITECTURE (MOA) is pleased to provide the following fee proposal for your new Douglas Community Facility that will be located within City property located at Meadow Acres #2 Subdivision in Douglas, Wyoming as follows:

PHASE	SERVICE DESCRIPTION	Fee per Phase
1	Programming Verification, Conceptual Design, Site Survey	\$31,000
2	Schematic Design	\$212,000
3	Design Development	\$370,000
4	Construction Documents	\$560,000
5	Advertisement and Bidding	\$35,000
6	Construction Administration (16 months)	\$525,000
7	Post-Construction Administration (1 month, 11-monthly Warranty Walk-thru)	\$20,000
	Total Stipulated Fee, including all subconsultants and Reimbursable Expenses	\$1,753,000

While we have included qualifications in our RFQ responses for Advanced Geotechnical Services (AGS), our recommended Geotechnical Engineer, we recommend that the Owner contract with geotechnical engineer outside of the design agreement to mitigate conflicts of interest between the design team and the geotechnical engineer's recommendations while offering savings on the markup of those services. Our team has extensive experience collaborating with AGS successfully as an integrated member of the team in this arrangement on multiple past projects. The fee proposed by AGS for the subsurface exploration and geotechnical report scope of services is \$17,990.00. The geotechnical consultation scope will be billed at \$150 per hour. AGS estimates this scope may have a total of approximately \$4,000.00.

This scope includes the following subsurface explorations:

- Five (5) test borings within the building footprint to depths of approximately 25 feet
- Two (2) borings will be performed to 50 feet or the top of bedrock, whichever is encountered first.
- Five (5) borings within the proposed parking and drive areas, to a depth of approximately 5 feet.
- Seven (7) Dynamic Cone Penetration (DCP) tests will also be performed to help define the subgrade strengths for pavement section design. Each of the pavement borings will be paired with a DCP as well as two of the borings within the building footprint.

Thank you for the opportunity to submit this fee proposal. If you have any questions or require additional information or clarifications, please contact me.

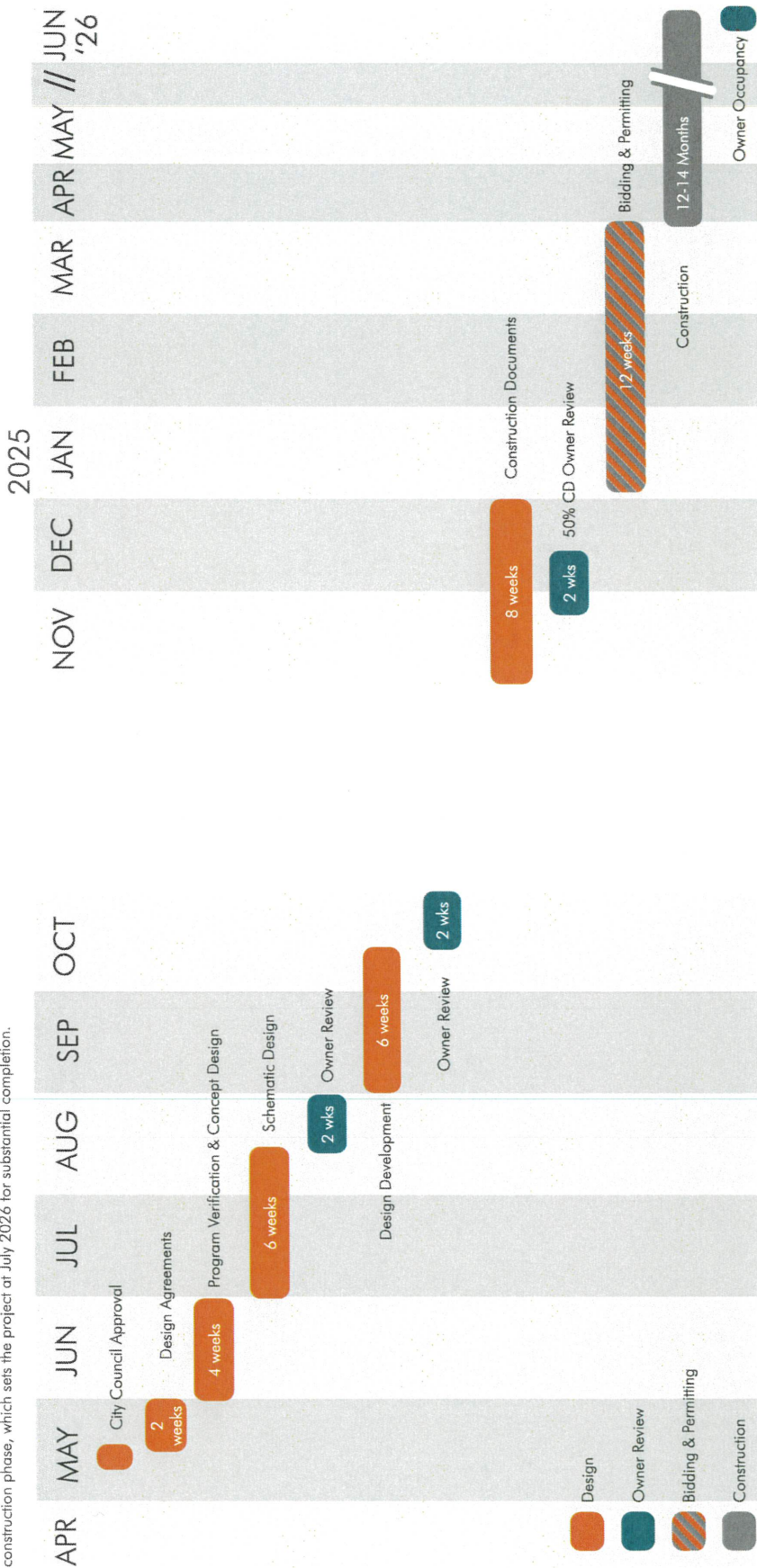
Sincerely,
MOA Wyoming Inc. dba MOA ARCHITECTURE

Brandon Daigle, AIA
President, MOA Wyoming

Attachments: Attachment "A" – Standard Hourly Billable Rates 2024

Proposed Schedule

The below provides a high-level look at our proposed schedule, organized into overall phases, breaking out cost estimate development and owner review periods. We estimate a 12-14 month construction phase, which sets the project at July 2026 for substantial completion.





6. PROJECT COSTS

Opinion of Probable Costs

The following Opinion of Probable Costs is based on the assumption of a 37,750 SF new building, and the approximate lot size of 6.3 acres located at Meadow Acres #2 Subdivision Block 3.

Description	Unit Costs	Units (sf)	Subtotal
Estimated Land Purchase Price	\$0.00	274,428	\$0
Site Work and Utilities Infrastructure	\$17.50	274,428	\$4,802,490
Building Construction Costs - New Construction	\$522.00	37,750	\$19,770,500
Construction / Project Contingency	12.50%		\$2,463,188
Professional Services A/E, Consultants, Reimbursables	6.50%		\$1,753,127
Development Costs Geotech Investigation, 3rd Party Materials Testing, Permits, Traffic Engineer			\$105,000
Building Commissioning (3rd Party by Owner)			\$65,000
Owner Costs Management, Legal, Moving	1.5%		\$332,530
Furnishings Desks, tables, chairs, workstations, etc			\$150,000
Special Equipment Some Reuse of Equipment expected	2%		\$443,374
Technology Equipment (telecom, computer, AV, etc.	1%		\$221,687
Owner Contingency during Construction	5%		\$1,348,559
Total Estimated Project Costs			\$31,390,455

8 | FEES

Dear Members of the Selection Committee:

Plan One/ Architects is pleased to have the opportunity to provide you with this conceptual fee proposal for the new Douglas Community Center project. Based on information included in the RFQ and the work our firm has previously accomplished, we feel we have an understanding of your professional service needs.

For the basis of this fee, we are assuming the total construction cost to be estimated at \$16M. We feel this is a good starting point based on what we know about the project. This will be adjusted as the project progresses.

Fee Proposal: We propose an architectural fee of 6.6% (with civil engineering fees being separate) based on the total estimated construction cost. This number matches what is shown in RS Means, an industry standardized building cost database (see clip below). We feel that this number is competitive and illustrates our desire to be awarded this project.

Reimbursable expenses are assumed to be approximately \$25,000 and will include travel expenses and printing costs. Any reimbursable expense not used will be returned to the Owner.

R011110-10 Architectural Fees

Tabulated below are typical percentage fees by project size, for good professional architectural service. Fees may vary from those listed depending upon degree of design difficulty and economic conditions in any particular area.

Rates can be interpolated horizontally and vertically. Various portions of the same project requiring different rates should be adjusted proportionately. For alterations, add 50% to the fee for the first \$500,000 of project cost and add 25% to the fee for project cost over \$500,000.

Architectural fees tabulated below include Structural, Mechanical and Electrical Engineering Fees. They do not include the fees for special consultants such as kitchen planning, security, acoustical, interior design, etc.

Civil Engineering fees are included in the Architectural fee for project sites requiring minimal design such as city sites. However, separate Civil Engineering fees must be added when utility connections require design, drainage calculations are needed, stepped foundations are required, or provisions are required to protect adjacent wetlands.

Building Types	Total Project Size in Thousands of Dollars						
	\$100	\$250	\$500	\$1,000	\$5,000	\$10,000	\$50,000
Factories, garages, warehouses, repetitive housing	9.0%	8.0%	7.0%	6.2%	5.3%	4.9%	4.5%
Apartments, banks, schools, libraries, offices, municipal buildings	12.2%	12.3%	9.2%	8%	7%	6.6%	6.2%

Schematic Design (15%)	=	\$158,400
Design Development (20%)	=	\$211,200
Construction Documents (35%)	=	\$369,600
Bidding (5%)	=	\$52,800
Construction Administration (23%)	=	\$242,880
Close Out (2%)	=	\$21,120
*Total Fee	=	\$1,056,000

*Excludes civil engineering and reimbursable expenses.

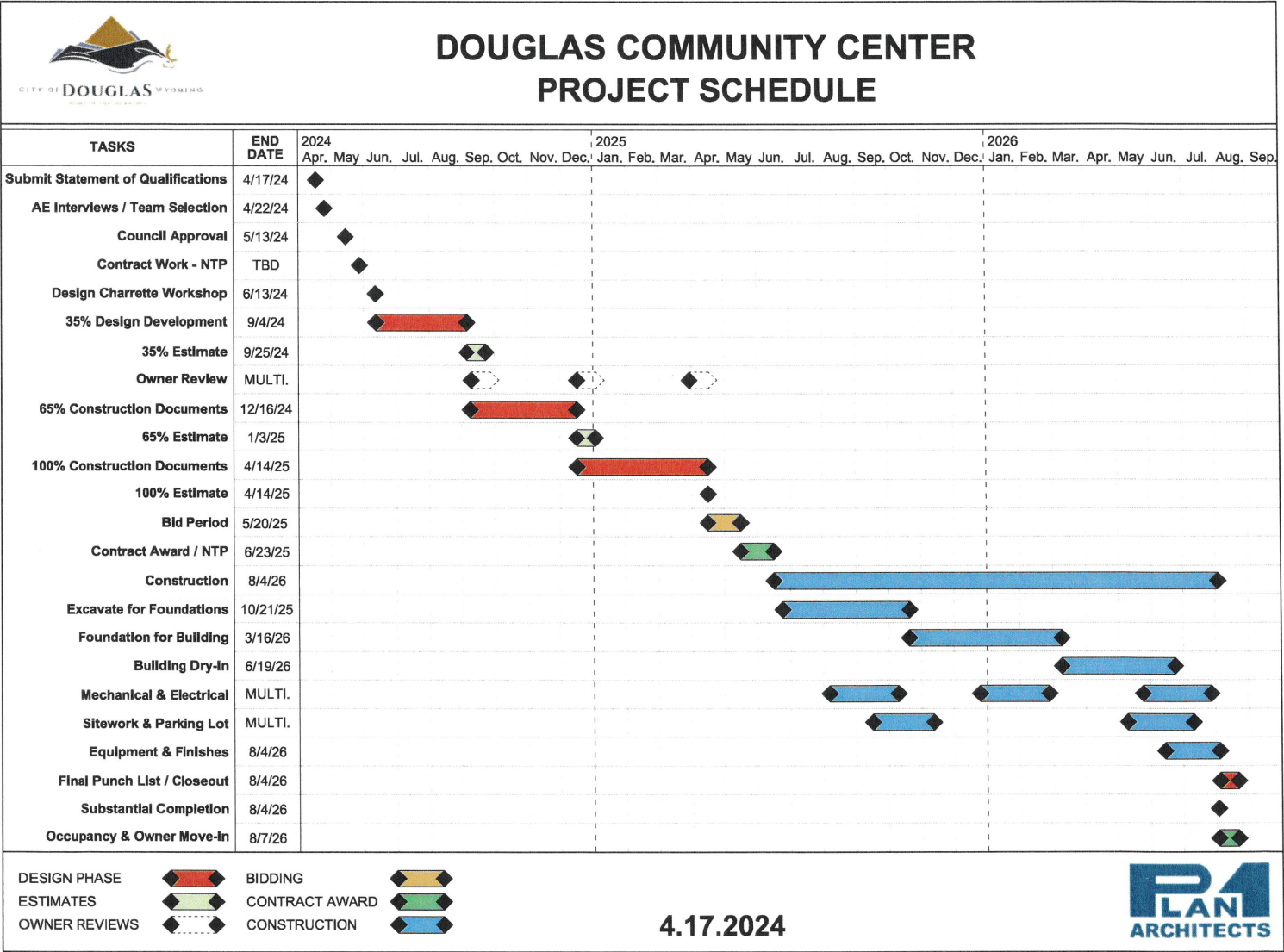
*May be adjusted based on assumed construction costs and/or project scope.

CONSTRUCTION SITE PRESENCE:

Plan One believes that a continued guiding presence during the construction period is the key to success. We are at your project site every week to meet with you and the CMAR in person. After each Owner/Architect/Contractor (OAC) meeting, we produce a detailed Construction Observation Report and distribute it to all parties. This makes everyone aware of current issues and responsibilities, and prompts quick action in order to keep the project moving ahead. The report contains numerous photographs of construction progress, and is also commonly distributed to Board Members and other interested parties to keep them informed of the current project status.

AVAILABILITY AND ABILITY TO MEET THE SCHEDULE:

Plan One/Architects is a large architectural firm, and has the staff needed to meet any project schedule. We have the staff available right now to move the project efficiently from the design phase into the construction documents, bidding phases, and actual construction of the project in an orderly and timely fashion. We are committed to the timely delivery of your project. We have included a proposed project timeline later in this proposal.





FEE PROPOSAL

April 17, 2024

City of Douglas
Attn: Mary Nicol, City Clerk
101 North 4th Street
Douglas, WY 82633

Re: Request for Qualifications Regarding Community Facility Design in Douglas, WY.

Ms. Nicol and other members of the selection committee:

Please see below for the breakdown of our fee proposal as well as possible additional services.

Programming and Conceptual Design - \$67,432.00
Schematic Design - \$166,189.00
Design Development - \$214,258.00
Construction Documents - \$356,623.00
Bidding - \$44,691.00
Construction Administration and Project Closeout - \$159,244.00
Total Design Fee - \$1,008,437.00
Reimbursable Expenses - \$13,800.00
Total Fixed Fee with expenses - \$1,022,237.00

Other Services not included in Fixed Fee above:

GeoTechnical Testing - \$13,250.00 (Quoted by Inberg-Miller Engineers)
Site Survey - \$6,000.00 (Quoted by Inberg-Miller Engineers)
AV Design - \$15,780.00 (Quoted by Geiler and Associates))

Thank you for your consideration, Stasis Design and other Team Members look forward to helping move this project forward through completion.

Sincerely,

A handwritten signature in black ink that reads "Joshua M. Schmidt".

Joshua Schmidt, Principal, AIA, NCARB
Stasis Design, P.C.

WYOMING
2232 Dell Range Blvd, Suite 303
Cheyenne, WY 82009
Phone 307.632.3144

www.stasisdesignwyo.com

COLORADO
1110 38th Avenue, Suite 1, Room 9
Greeley, Colorado 80634
Phone 970.541.4431

PROPOSED PROJECT SCHEDULE

Council Approval - May 13, 2024

Kickoff Meeting - Week of May 16, 2024

1. PROGRAMMING

Programming - May 16th through June 6th

- Stakeholder Visioning and Goals - May 16, 2024
- Stakeholder Program Review - May 24, 2024
- Finalize Program - June 6, 2024

Design Charrette (Public) - June 7, 2024

2. CONCEPTUAL DESIGN

Conceptual Design - June 8 through July 8, 2024

- Present concept design to stakeholders - June 17, 2024
- Present single concept to stakeholders - June 24, 2024
- Final Concept - July 8, 2024

3. SCHEMATIC DESIGN

Schematic Design - July 9 through September 9, 2024

- Stakeholder kick-off meeting - July 9, 2024
- Design Review - August 12, 2024
- Design Review - August 19, 2024
- Final Schematic Design - September 9, 2024
- Cost Estimate - September 23, 2024



HOLLAND AQUATIC CENTER



4. DESIGN DEVELOPMENT

Design Development - September 30 - December 2, 2024

- Stakeholder kick-off meeting - September 30, 2024
- Design Review - October 21, 2024
- Design Review - November 11, 2024
- Final DD deliverable - December 2, 2024
- Cost Estimate - December 16, 2024

5. CONSTRUCTION DOCUMENTS

Construction Documents - January 2 through April 2, 2025

- Stakeholder kick-off meeting - January 6, 2025
- Design Review - February 17, 2025
- Design Review - March 3, 2025
- 95% Page turn with owner - March 17, 2025
- Cost Estimate - March 31, 2025
- 100% CD deliverable - April 2, 2025



ESTES PARK COMMUNITY CENTER

Item

Award RFQ for Mural

Responsible Staff Contact

J. D. Cox, City Manager

Recommendation

Award Mural RFQ to Artist Josh Butts

Executive Summary

RFQ was issued by the Arts & Culture Board of Trustees from April 3 – April 23, 2024. The request for qualifications was to receive submittals from artists willing to create an art mural on the side of a business downtown or near downtown Douglas. The Arts & Culture Board of Trustees received one artist application. The artist that submitted was Josh Butts, who presented his application to the Board during an interview on April 24, 2024. It was unanimously approved by the Board to accept and recommend to the City of Douglas that Josh Butts be the artist to paint the mural on the Douglas Grocery south side wall. The mural will represent Douglas's history and improve the aesthetics of our community.

Background

As part of the alignment to the Strategic Doing, the Board of Trustees had voted to move forward with their first project to finish the FY24 fiscal year. The project approved by the Arts & Culture Board of Trustees is to have a mural painted on one of the businesses in the downtown Douglas area to enhance the visual art in Douglas. Requests were made public for interested businesses and artists to apply. The Board voted and approved Douglas Grocery as the site for the first mural due to its visibility and potential cultural impact.

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

<u>SD24 Outcome</u>	Unique & Promotable Identity
<u>SD24 Strategy</u>	Development of Arts & Culture
<u>SD24 KPI</u>	UPI-08
<u>2014 Master Plan</u>	
<u>2015 Downtown Master Plan</u>	

Budget/Fiscal Impact

<u>Fund/Department</u>
<u>Project/Line Item(s)</u>
<u>Budgeted Amount</u>
<u>Anticipated Amount</u>

Action Requested/Recommended Motion



Agenda Item Report City Council – May 13, 2024

Approve the award of the RFQ to Josh Butts as recommended by the Arts & Culture Board of Trustees.

Reviewed/Approved

- ☒ **Community Development**
- ☒ **Law Enforcement**
- ☒ **City Manager**

- ☒ **Public Works**
- ☒ **Legal**
- ☒ **Finance/City Clerk**

Item

Tire Replacement-Contingency Allocation

Responsible Staff Contact

Clint Nystul
Blake Palmer

Recommendation

Recommend using the Sanitation Contingency fund to replace tires on sanitation truck, unit 701.

Executive Summary

The tires on the unit 701 are getting worn out. The shop personnel are not confident that they will make it to the new fiscal year. We would like to use the sanitation contingency fund to pay for these tires. This account was set up to make additional repairs needed for the sanitation equipment. This account has a starting budget of \$25,000, this truck uses 8 tires and the quote for these tires is \$378 apiece.

Background

Traditionally the tires would be paid for out of the sanitation operating supplies account. This fund has a balance of \$3,936.03. The cost of the new tires are quoted at \$3,048.00. This truck is used daily, they take a lot of wear and tear and are a very important part of our daily operations. If we use the operating account this would nearly put us in the red and more then likely need to do an amendment for any additional purchases

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

<u>SD24 Outcome</u>	NA
<u>SD24 Strategy</u>	NA
<u>SD24 KPI</u>	NA
<u>2014 Master Plan</u>	NA
<u>2015 Downtown Master Plan</u>	NA

Budget/Fiscal Impact

<u>Fund/Department</u>	Sanitation/33-5600-9000
<u>Project/Line Item(s)</u>	Contingency/33-5600-9000
<u>Budgeted Amount</u>	\$25,000.00
<u>Anticipated Amount</u>	\$3,048.00

Action Requested/Recommended Motion

Authorize the usage of \$3,048.00 from contingency account number 33-5600-9000 for the purchase of a set of tires for sanitation truck Unit 701.



Agenda Item Report City Council – May 13, 2024

Reviewed/Approved

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

- ☒ Public Works
- ☐ Legal
- ☒ Finance/City Clerk

TJ INDUSTRIES, LLC
DBA DOUGLAS TIRE CENTER
PO BOX 86
DOUGLAS, WY 82633

Voice: 307-358-6422
Fax: 307-358-5564

QUOTATION

Quote Number: 1247
Quote Date: May 10, 2024
Page: 1

Quoted To:

CITY OF DOUGLAS
P.O. BOX 1030
DOUGLAS, WY 82633

Customer ID	Good Thru	Payment Terms	Sales Rep
CITY OF DOUGLAS	6/9/24	Net 20 Days	

Quantity	Item	Description	Unit Price	Amount
8.00	86221	11R22.5 IRONMAN I-370	378.00	3,024.00
Subtotal				3,024.00
Sales Tax				
TOTAL				3,024.00

Contingency Progress Report

Overview

5/10/2024

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, Constructon \$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	\$3,048.00	\$21,952.00	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	\$1,355,871.00	\$2,454,129.00	36%

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
K&R CONSTRUCTION, LLC				
WPS-3	WASHINGTON PARK SHELTER	04/24/24	39,200.00	65-5650-6544
WPS-3	RETAINAGE-WASHINGTON PARK SHELTER	04/24/24	1,960.00-	65-20000210
Total K&R CONSTRUCTION, LLC:			37,240.00	
Grand Totals:			37,240.00	

Approved By _____
City Manager

Date _____

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

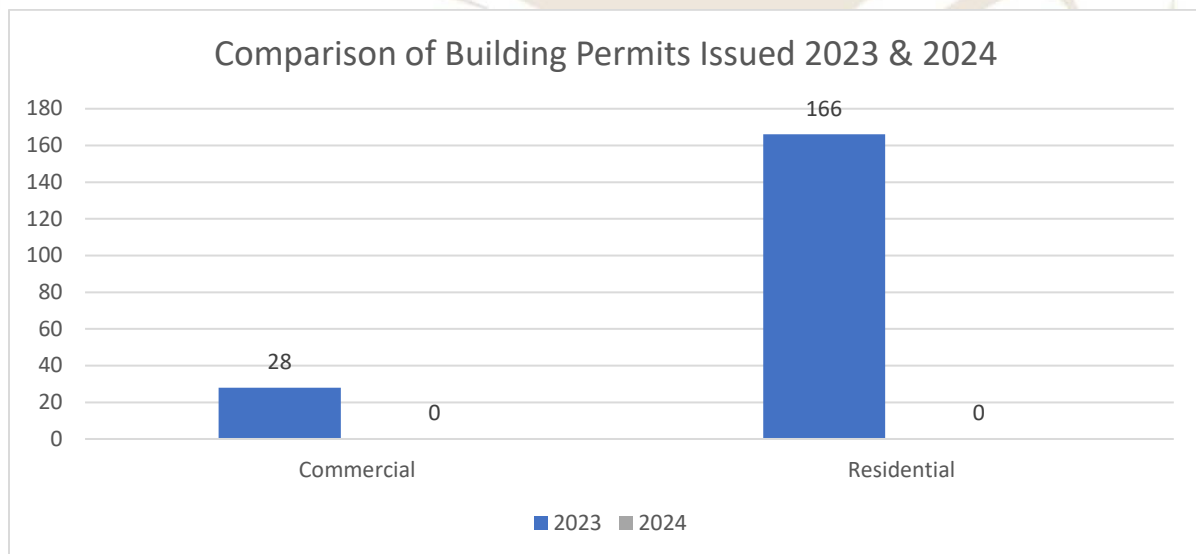
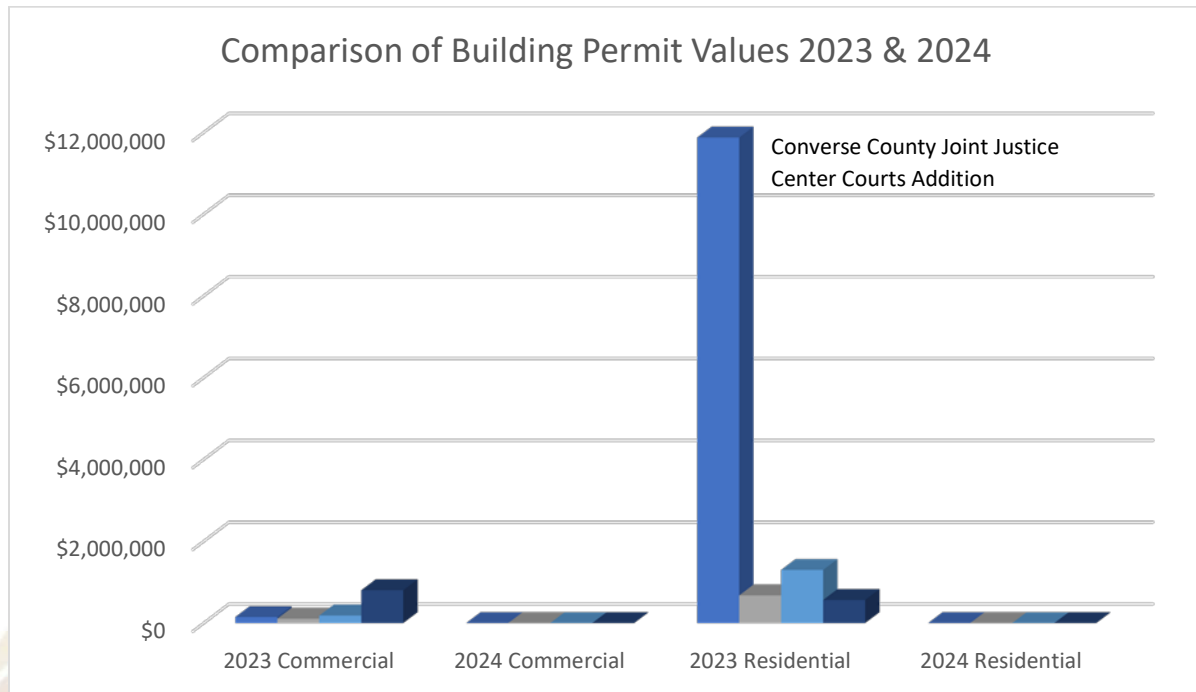
Community Development Department Report

May 2024 (Numbers for April)

Building Permit Count: 74 Total (67 Residential, 7 Commercial)

Building Permit Value (Monthly Totals): \$2,729,018.13

Permit Values



CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

Strategic Doing:

Champion	KPI		Update
Clara	FUN-01	Research Improvement and Beautification program and consider implementation in Douglas.	Working with Code Compliance and Ayres Associates to develop. Looping in ACBT. Research documents have been compiled.
Clara	FUN-02	Research Property Quality Index indicators for the future development of a Property Quality Index and establishing a baseline.	Working with Ayres Associates to develop (Douglas Blueprint). CCO documenting properties. Research documents have been compiled.
Clara	FUN-03	Research Property Condition Index indicators for the future development of a Property Condition Index	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies. CCO documenting properties. Research documents have been compiled.
Clara	FUN-04	Work with consultants hired by The Enterprise and the City to begin development of a database of homes available at or below the Douglas average household income	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies.
Clara	FUN-10B	Develop Community Facility concepts and brochures for approval by City Council.	In progress. Draft designs done by PlanOne.
Clara	FUN-12B	Develop the Douglas Blueprint and complete Phase I.	Phase I Community Engagement completed.
Clara	PSE-12	Evaluate capacity of developer to develop Meadow Acres #4 subdivision.	Developer talking with companies and contractors to start construction on two of the lots. Also looking for buyers.
Clara	PSE-13	Evaluate and create plan of action for Meadow Acres #2.	In development.
Clara	UPI-05	Identify appropriate, visible location for "Jack" statue.	Converse County Tourism is going to find a location on the State Fair property.
Heidi	UPI-06	Add one interactive feature at Jackalope Square.	Working on a "Master Plan" for Jackalope Square. Recommended

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			project that is interactive and could be completed in FY24 to ACBT for input.
Heidi	UPI-09	Develop 4 or more cultural programming - events or activities that reflect Douglas' identity.	Finalizing details for Railroad days graffiti art during Jackalope Days, working with Teya on Adult book fair.
Clara	UPI-10	Promote attendance for at least 10 major public events not related to State Fair.	60% complete. Need to promote four more events.
Clara	EIN-01	Sign contract with an interactive engagement platform by which citizens can be informed and communicate with the City.	SeeClickFix contract signed.
Clara	EIN-02	Install electronic message displays and coordinate messaging with at least 5 businesses.	Completed. Set up celebration.

Inspections: 105 Total

Contractor Licenses: 11

Code Compliances Cases: 13 Total (Citations Issued: 0, Court Cases: 0)

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

- County Subdivision – Buckshot Subdivision

Ordinances:

- Writing in progress.

Currently Processing:

- Building Permits for 2 Cell Tower Overhauls.
- Guadalajara: State Fire Marshall plan review.
- Maverik Fuel Station and Convenience Store Building Plans: waiting for building plans.
- Minor Plat Amendment for Maverik Fuel Station (Recorded in April).
- Minor Plat amendment for Senior Center Property.
- Annexation for Riverbend RV Park.
- Annexation for Landfill Road.
- Review Building Plans for New Single-Family Residences.
- Major Plat Amendment for Fairview Addition, Block 11, Lots 26-30.

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Construction in Progress:

- Medical Office Building remodel.
- Single-Family Residences.
- Fire Training Facility (2nd Street).
- First Northern Bank foundation and excavation only permit issued.
- Express Care Sign.
- Dairy building at the Wyoming State Fair.
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).
- City of Douglas Annex Salt & Sand Building,
- Washington Park Picnic Shelter

Grants:

- WYDOT TAP Grant – Design: 98% complete. Waiting on WYDOT approval.
- WYDOT TAP Grant – Construction: Contract documents finalized. Waiting on WYDOT approval.
- SS4A: Waiting on USDOT for contract documents.

Other Projects:

- Comprehensive Plan: Douglas Blueprint compiling community engagement from the week of February 26. Ayres will be returning April 23-24.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2nd Street. Ayres will be returning April 23-24.
- Community Facility: Working with PlanOne on design. Architectural Services RFQ responses received.
- City Hall Façade: Working with PlanOne on design.
- Wyoming Planning Association (WYOPASS): Continues to submit comments to the Regulatory Reduction Task Force regarding the three bills related to Accessory Dwelling Units, Property Development Exactions, and Building Permit Notice Requirements. New bill regarding contractor license testing requirements. Working on Western Planner multi-state conference to be held in Cheyenne in August.
- Hazard Mitigation Plan: Currently working on Tasks 9-12.
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: CityWorks development is in progress.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.

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

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Arts & Culture Board of Trustees (ACBT): The Board is currently working on an appropriate aesthetic for Douglas and Ayres will be assisting with a “Brand Book”. The Board has chosen a few projects to complete in FY24 and submitted a budget request for FY25.



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

From: Todd Byerly
Chief of Police

Date: April 2, 2024

Re: Police Department Report – April 2024

Chad Jensen and Angel Del Campo have been hired to replace Officers Howard and Johnson. Officer Jensen comes to us from previous experience with the Converse County Sheriff's Office as a Detention Deputy and Mills PD as a patrol officer. Del Campo comes to us with nearly 11 years-experience with the Morgan County Colorado Sheriff's Office as a patrol deputy.

Officer's Thompson and Larsen have moved into phase four of their FTO program. Officer Thompson is slotted to attend the Wyoming Law Enforcement Basic Academy beginning on May 20, 2024.

Sgt Cowardin will be graduating from the FBI National Academy on June 6, 2024. His training has been focused on Conflict Resolution for Law Enforcement Executives, Navigating Internal Leadership Crisis, Critical Incident Leadership Crisis; Decision Making for Executive, Managing the Law Enforcement Image, Managing Organizational Change and Development, and Wellness and Fitness in Law Enforcement.



Several Officers have attended advanced training this month.

Officer Knight and Red completed multiple narcotic searches which resulted in seizure of 4.8 g of Fentanyl, 1g of Marijuana, 1g of THC products, and 2.91 g of psilocybin mushrooms.

April Group A Offenses – 5

April Group B Offenses –278

Quality of Life – 284

Respectfully Submitted,

Todd A. Byerly
Chief of Police

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

To: Officer Dowd
Officer Larsen

Cc: Personnel File, Lt Matthews, Sgt Toman

From: Todd Byerly
Chief of Police

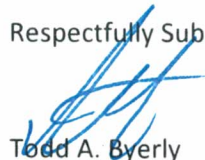
Date: May 1, 2024

Re: Letter of Appreciation

On May 1, 2024, you went above and beyond a call for service in which it was reported that an individual(s) made comments of an inappropriate nature toward and/or in the vicinity of a juvenile in a public setting. These comments were alleged to have been made by members of law enforcement outside the Douglas Police Department or Converse County Law Enforcement. Although this incident may not have been criminal in nature, you saw the potential negative impact to the juvenile and her family while taking the initiative to thoroughly investigate the complaint and contacted the parents of the juvenile. Knowing that the actions and or comments of the suspect(s) were potential detrimental to the image of all law enforcement you made the appropriate notifications to the appropriate authorities.

Personally, and professionally, I thank you for going the extra mile to ensure the image and pride associated with all law enforcement that don a uniform. Your dedication truly display's our departments core values of leadership, commitment, compassion, nobility, and personal courage.

Respectfully Submitted,



Todd A. Byerly
Chief of Police



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

Memo

To: Mayor, Council Members and Administrator Cox
From: John Harbarger, Public Works Director
Subject: Public Works Department Reports
Date: May 13, 2024

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

Clearfield booster is under design.

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

Cahoy Drilling has been shut down by the state. Waiting on word on how the state wants to proceed.

Adams St. water main and street reconstruction has been awarded to Wayne Coleman Construction. Waiting on a construction schedule.

Landfill Rd. – We are having a pre-bid meeting Wed. the 8th

N. 4th St. reconstruction is in design.

The Salt/Sand building – The contractor has dug the foundation. Waiting on the weather so they can move forward.

Birch St. sewer project – The sewer main has been installed. The contractor has poured the concrete alley approaches and laying the asphalt down as soon as the weather changes.

2nd and 3rd St sewer replacement project – This project was awarded to Ramshorn Construction; we are waiting on the construction schedule.

Teton Way water replacement and street reconstruction has been completed.

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

	SPRING PRODUCTION	SHEEP MT. WELL PRODUCTION	W.T.P. PRODUCTION	TOTAL PRODUCTION	TOTAL CONSUMPTION	WTP FTW (Return to River)	DAILY CONS. PER/CAPITA
JANUARY	25,472,007	0	0	25,472,007	25,423,075	0	128
FEBRUARY	23,985,212	0	0	23,985,212	23,566,105	0	127
MARCH	23,078,241	0	0	23,078,241	23,122,391	0	117
APRIL	24,462,350	0	0	24,462,350	24,479,607	0	127
MAY	4,246,043	0	0	4,246,043	4,199,431	0	164
JUNE	0	0	0	0	0	0	#DIV/0!
JULY	0	0	0	0	0	0	#DIV/0!
AUGUST	0	0	0	0	0	0	#DIV/0!
SEPTEMBER	0	0	0	0	0	0	#DIV/0!
OCTOBER	0	0	0	0	0	0	#DIV/0!
NOVEMBER	0	0	0	0	0	0	#DIV/0!
DECEMBER	0	0	0	0	0	0	#DIV/0!
TOTAL	101,243,853	0	0	101,243,853	100,790,609	0	#DIV/0!
ACRE FT.	310.706	0.000	0.000	310.706	309.315	0.000	



Douglas Historic Preservation Commission

P.O. Box 1030

Douglas, WY 82633

Board Members present: Betsy Varland, Sarah Russell, Ginger Pickinpaugh,
Lisa Patterson, Julia Evins, Heidi McCullough.

Board Members absent: Crystal Hendricks, Jacey Bauman, & Ginger Pickinpaugh.

City of Douglas Liaison: Heidi McCullough

MINUTES

April 17, 2024

1. Call to Order
 - a. Called to order at 5:22pm by Chairperson Evins
2. Approve Minutes of the March 20, 2024
 - a. Moved by Varland, 2nd by Patterson passed unanimously.
3. Old Business:
 - a. Training Updates – no updates, reminder that there is an NAPC webinar April 18th.
 - b. South Douglas Historic District
 - i. Work to begin on walking tour, nomination listed some notable houses, but we will look into adding more. Commissioners have received the survey and nomination materials and will start reviewing for additional walking tour stops.
 - c. Preservation Month
 - i. Pioneer Cemetery Tour – May 18th @ 3pm (cleanup at 2pm)
 - ii. 3rd Grade Field Trips
 1. May 9th, 12:45pm – Evins & Patterson
 2. May 15th, 12:45pm – McCullough & Bauman
 3. May 16th, 12:45pm – Evins & Patterson
 - iii. Posters – Varland will distribute downtown posters, but still need someone to do others.
 - d. 48 States – Preservation & restoration of headstones at Pioneer Cemetery – July 15th, 9am-3pm
 - e. Douglas Blueprint – April 24th, 3pm-5pm at the Moose Lodge
 - f. Jackalope Days – No participation this year.
4. New Business
5. The meeting was adjourned at 6:05pm. Next meeting will be May 15, 2024, at 5:15pm at City Hall.