



CITY OF **DOUGLAS** WYOMING

**REGULAR CITY COUNCIL MEETING
March 10, 2025 – 4:00 PM**

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

****Reasonable accommodations for persons with disabilities who wish to participate in this public meeting shall be made upon request to the City Manager, at 307-358-3462****

****Council meetings are broadcast live on Cable Channel 9 and streaming live on the City of Douglas website****

1. **Call to Order, Roll Call, and Pledge of Allegiance**
2. **Disclosures by City Council Members**
3. **Approval of General Agenda (Corrections or Additions)**
4. **Public Comments**
5. **Approval of Consent Docket**

a. **Minutes**

Regular City Council Meeting: February 24, 2025

b. **Bills & Claims**

Warrant Register: February 2025

c. **Other – Consent**

d. **Ordinance Third Reading**

**Ordinance No. 1048: An Ordinance Amending Section 16.5.4.1(A)
Pertaining to Fences and Walls, Third Reading**

6. **Presentations**

a. **Proclamation: 106 Years of The American Legion**

- b. **Arts & Culture Board of Trustees Update**
- c. **CityWorks Demonstration: Chris Goodwin**
- 7. **Discussion Items**
- 8. **Public Hearing**
 - a. **Ordinance No. 1050: An Ordinance Amending Sections 8.20.050 and 8.20.060 Pertaining To Noticing Property Maintenance And Nuisance Abatement, First Reading**
- 9. **Council Action Items**
 - a. **Ordinance No. 1049: An Ordinance Amending Section 16.6.9.2(C) Pertaining to Animal Keeping by Conditional Use Permit, Third Reading**
 - b. **Ordinance No. 1051: An Ordinance Amending Chapter 15.16.080(A)(1) of Douglas Municipal Code Pertaining to Liquor Licensing, Permitting and Sales, First Reading**
 - c. **Resolution No. 2025-2: Bond Schedule Update**
 - d. **Resolution 2025-4: A Resolution Adopting General Guidelines For Use By Members Of The Governing Body In Reviewing Applications Received For An Available Retail Liquor License Within The City Of Douglas, Wyoming**
 - e. **Bid Award: One 2025 Specified Police Package Explorer SUV**
 - f. **Bid Award: WTP Headworks sluice gate replacement-Project #1310: Supply and Delivery of Cast Iron Slide Gates**
 - g. **Pool Agreement with CCSD#1**
 - h. **Board Appointment: Arts & Culture Baylea Senger**
 - i. **Police Department Policy PAT59: Crisis Containment Team**
 - j. **Pawnbrokers License Renewal: Douglas Pawn**
- 10. **Public Comments**
- 11. **Council Questions & Discussion Items**
- 12. **Financial Report**
- 13. **CircleBack Recap**

14. City Manager's Report

15. Council Information

a. **Converse County Tourism Board Minutes: January 2025**

b. **Notice of Possible Quorum: March 17th, 2025-All Day-Labonte and City of Douglas**

16. Good People Doing Good Things

17. Community Update

a. **Event Calendar**

18. Executive Session

19. Adjourn

City Council Regular Minutes
February 24, 2025

1. Call to Order, Roll Call, and Pledge of Allegiance

Roll Call was taken with the following City council Members present: Mayor, Kim Pexton; Council Member, Ron McNare; Council Member, Perry Hershberger; Council Member, Matt Schmidt; Council Member, Joel Weeks. Also present: City Manager, J.D. Cox; City Attorney, Michael Armstrong; City Clerk, Sonya Ortega; Human Resources Director, Kendal Detwiler; Chief of Police, Todd Byerly; Public Works Director, John Harbarger; Administrative Services Director/Treasurer, Mary Nicol.

2. Disclosures by City Council Members

Council Member Schmidt abstains from the Consent Agenda.

3. Approval of General Agenda (Corrections or Additions)

Councilperson Perry Hershberger moved to approve the General Agenda as presented. Seconded by Councilperson Ron McNare. Motion carried 5-0.

4. Public Comments

None.

5. Approval of Consent Docket

Councilperson Ron McNare moved to approve the Consent Docket as presented. Seconded by Councilperson Joel Weeks. Motion carried 4-0. Council Member Schmidt abstained.

a. Minutes

Regular City Council Meeting Minutes: February 10, 2025

b. Bills & Claims

c. Other – Consent

d. Ordinance Second Reading

Ordinance No. 1049: An Ordinance Amending Section 16.6.9.2(C) Pertaining to Animal Keeping by Conditional Use Permit, Second Reading

e. Ordinance Third Reading

Ordinance No. 1047: An Ordinance Vacating the Walkway Between Lot 5 And Lot 6: Block 6 in the Riverbend Addition, Douglas, Wyoming, Third Reading

6. Presentations/Proclamations

a. Proclamation: Music In Our School Month

Council Member Weeks read aloud the Music in our School Month proclamation.

7. Discussion Items

a. Water Update: Ben Jordan

Supervisor Oberlander introduced Ben Jordan who provided Council with an updated and possible options concerning water. Ben provided a handout to council and staff with extra handouts for any member of the public in the audience. Discussion and possibilities of what would be needed along with pricing on supplying Douglas with more water.

b. City Hall: Signage

Director Harbarger presented signage for City Hall to include the name of the building and address. Discussion was had and Council Member Hershberger requested notes on what the original agreement had as he was sure the signage was added into this agreement. Council directed staff to go proceed with this and to also look into the original agreement from the July 12th City Council Meeting.

8. Public Hearing

a. Liquor License Renewals: License Term 4/1/2025-3/31/2026

Mayor Pexton opened Public Hearing at: 5:02PM

Staff Report: City Clerk Ortega

Public Comment in favor or opposition: None

Closed Public Hearing at: 5:05pm

Councilperson Matthew Schmidt moved to approve all liquor license renewals for the April 1, 2025 through March 31, 2025 license term contingent upon the Wyoming Liquor Division. Seconded by Councilperson Ron McNare. Motion carried 5-0.

9. Council Action Items

a. Ordinance No. 1048: An Ordinance Amending Section 16.5.4.1(A) Pertaining to Fences and Walls, Second Reading

City Manager Cox provided a staff report of the change to Ordinance 1048. Councilperson Perry Hershberger moved to approve Ordinance No. 1048 as presented on second reading. Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

b. Bid Award: N. 2nd Street Improvements Project

Director Harbarger provided a staff report. Councilperson Ron McNare moved to accept the bid from Ramshorn Construction in the amount of \$1,279,580.00 for the N. 2nd Street Improvements Project and authorize the City Manager to sign all associated documents. Seconded by Councilperson Joel Weeks. Motion carried 5-0.

c. Historic Preservation Commission Appointment

City Clerk Ortega provided a staff report of the volunteer application that was received by Lisa Patterson.

Councilperson Ron McNare moved to appoint Lisa Patterson to the Historic Preservation Commission for a 3-year term ending December 31, 2027.

Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

10. Public Comments

None.

11. Council Questions & Discussion Items

Council Member McNare informed the public that the city looked into an additional option for swimming this summer. Jackalope Plunge was looked into and due to the amount of improvements and the possibility of having to go out to bid, this would not be helpful to the citizens as it would not be ready in time for this summer. The amount of improvements would be over 100 thousand dollars. The Council was hopeful but it didn't work out.

Mayor Pexton advised that she has spent a lot of her time lately following the legislation. House Bill 42 was a new bill that Council was looking forward to. This is a Resort Liquor License that the City of Douglas could use in the future. There was a lot of going back and forth with our senator and lowering the number of hotel rooms and assess amount. On February 24, 2025 Governor Gordon signed House Bill 42 and this was one of the first 10 bills that were signed this year.

12. Financial Report

a. Financial Report: January 2025

Director Nicol provided a staff report.

13. CircleBack Recap

City Clerk Ortega provided circle backs.

14. City Manager's Report

City Manager Cox provided a report starting with the circle backs from what council has asked at the February 10, 2025 Council Meeting. Council Member Weeks requested to know how many people participated in the Recycling Survey. City Manager Cox advised 86% of the people who participated in the survey wanted to recycle. 265 people participated in this survey. The color selection for the Community Center happened last week and there is a meeting about volleyball netting happening tomorrow 2/25/2025. Demolition of the old pool is starting this week and they are taking the fence down soon as well as moving a swing set. City Manager Cox advised there will be a pool agreement presented at the next council meeting.

15. Council Information

16. Good People Doing Good Things

Council Member Hershberger would like to thank everyone who participated in the Jackalope Plunge. It's a wonderful thing to be able to receive donations for the Special Olympics. Council Member Schmidt wanted to say how great of a job the crew working on the leak did. They were on it for a very long time and still had a positive attitude when he was there.

17. Community Update

a. Event Calendar

18. Executive Session

Councilperson Perry Hershberger moved that the council adjourn into executive session for the purpose of considering the appointment, employment, right to practice, dismissal, complaints or charges against a public officer, professional person or employee, in accordance with W.S. 16-4-405(a)(ii). Seconded by Councilperson Schmidt. Motion carried 5-0

19. Adjourn

Regular City Council Meeting of February 24, 2025 adjourned into executive session at approximately 5:43 pm.

Kim Pexton, Mayor

ATTEST:

Sonya Ortega, City Clerk
Published: March 5, 2025

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SHIRTS & MORE				
1195	SHIRTS-CITIZENS ACADEMY	01/28/25	125.00	10-5201-3210
1195	SHIRTS-CITIZENS ACADEMY	01/28/25	56.00	10-5201-3210
Total 307 SHIRTS & MORE:			181.00	
307 SIGNS AND MORE				
449	AWARDS	02/17/25	55.38	10-5100-3210
449	PLAQUES	02/17/25	81.00	10-5100-3210
462	SNOW CODE QR STICKERS	02/26/25	29.70	10-5305-3210
Total 307 SIGNS AND MORE:			166.08	
A1 TOWING & RECOVERY LLC				
4680	TOWING CHARGES	02/13/25	455.00	10-5202-3210
Total A1 TOWING & RECOVERY LLC:			455.00	
ADVANCED ANIMAL CARE				
474570	RIMADYL-K9 TREATMENT	02/21/25	127.80	10-5202-3210
474570	CLINDAMYCIN-K9 TREATMENT	02/21/25	22.40	10-5202-3210
Total ADVANCED ANIMAL CARE:			150.20	
ALCOHOL & DRUG TESTING SERV				
48305	PROFESSIONAL SERVICES	01/31/25	510.00	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			510.00	
AMERICAN COLLECTION SYSTEMS				
18422	COLLECTION FEES	09/30/24	51.45	31-5400-2166
18694	COLLECTION FEES	11/30/24	51.46	31-5400-2166
Total AMERICAN COLLECTION SYSTEMS:			102.91	
AMUNDSEN ASSOCIATES LLC				
2024-169	COMMUNITY FACILITY ARCHITECUTURAL	02/12/25	94,231.25	57-5571-2153
Total AMUNDSEN ASSOCIATES LLC:			94,231.25	
ARROW ELECTRIC				
55071	REPAIR-THERMOSTAT WIRE	01/30/25	463.07	10-5100-2155
Total ARROW ELECTRIC:			463.07	
ATLAS PREMIER SERVICE				
74495	COPIER MAINTENANCE AGREEMENT	02/10/25	101.06	10-5201-2156
Total ATLAS PREMIER SERVICE:			101.06	
AYRES ASSOCIATES INC				
219331	VISIONING & SITE CONCEPT	12/02/24	1,365.00	41-5410-2158
219331	DOWNTOWN STRATEGIC PLAN	12/02/24	962.50	10-5106-2158
220035	VISIONING & SITE CONCEPT	01/02/25	52.50	41-5410-2158
220035	DOWNTOWN STRATEGIC PLAN	01/02/25	2,412.50	10-5106-2158
220037	DOUGLAS COMPREHENSIVE PLAN	01/02/25	9,347.20	10-5106-2158
220667	DOUGLAS COMPREHENSIVE PLAN	02/05/25	1,178.50	41-5410-2158
220669	VISIONING & SITE WORK	02/05/25	52.50	41-5410-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
220669	DOWNTOWN STRATEGIC PLAN	02/05/25	647.50	41-5410-2158
Total AYRES ASSOCIATES INC:			16,018.20	
AZTECA SYSTEMS				
INV9718	CITYWORKS SOFTWARE	02/04/25	20,000.00	10-5103-3220
Total AZTECA SYSTEMS:			20,000.00	
BCN TELECOM INC				
23866116	PHONE SERVICE	02/01/25	115.49	10-5100-2134
23866116	PHONE SERVICE	02/01/25	7.81	10-5306-2134
Total BCN TELECOM INC:			123.30	
BISON PUMP & SUPPLY				
592303	HYDRAULIC HOSE	01/31/25	264.06	34-5340-3210
592303	HYDRAULIC FITTING	01/31/25	51.70	34-5340-3210
592303	HYDRAULIC FITTING	01/31/25	68.73	34-5340-3210
592303	HOSE ASSEMBLY	01/31/25	9.50	34-5340-3210
592303	HYDRAULIC FITTING	01/31/25	110.76	34-5340-3210
592303	ADAPTER	01/31/25	22.20	34-5340-3210
Total BISON PUMP & SUPPLY:			526.95	
BLACK HILLS ENERGY				
021825	GAS SERVICE	02/18/25	495.64	10-5100-2133
021825	GAS SERVICE	02/18/25	2,246.38	10-5301-2133
021825	GAS SERVICE	02/18/25	254.97	10-5306-2133
021825	GAS SERVICE	02/18/25	40.85	10-5307-2133
021825	GAS SERVICE	02/18/25	1,019.86	31-5401-2133
021825	GAS SERVICE	02/18/25	322.36	31-5402-2133
021825	GAS SERVICE	02/18/25	498.48	32-5502-2133
021825	GAS SERVICE	02/18/25	1,183.56	34-5340-2133
021825	GAS SERVICE	02/18/25	42.89	10-5304-2133
Total BLACK HILLS ENERGY:			6,104.99	
BLACKBURN CATTLE CO				
37196	HAULING SOLID WASTE	02/03/25	449.40	34-5340-2158
37196	HAULING SOLID WASTE	02/03/25	449.40	34-5340-2158
Total BLACKBURN CATTLE CO:			898.80	
BLOEDORN LUMBER - DOUGLAS				
8614106	TEE	01/29/25	11.69	31-5401-3210
8614291	TEE	01/29/25	11.69	31-5401-3210
8614291	ELBOW	01/29/25	14.38	31-5401-3210
8615979	PVC WYE	01/30/25	15.29	31-5401-3210
8615979	REDUCER	01/30/25	6.29	31-5401-3210
8615979	PVC PIPE	01/30/25	41.39	31-5401-3210
8617965	GLASS CLEANER	01/31/25	3.79	10-5304-3210
8620244	ELBOW	02/03/25	7.19	31-5401-3210
8625131	ELBOW	02/06/25	12.58	34-5340-3210
8625131	COUPLING	02/06/25	12.12	34-5340-3210
8625454	VINYL SCREEN	02/06/25	6.29	10-5304-3210
8625454	COUPLER	02/06/25	3.29	10-5304-3210
8625454	ROLLING TOOL	02/06/25	5.49	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
8625454	FIBERGLASS SCREEN	02/06/25	10.99	10-5305-3210
8629134	PAINT BRUSH SET	02/10/25	9.49	10-5301-3210
8629134	PAINT	02/10/25	69.29	10-5301-3210
8630875	STRYPEEZE REMOVER	02/11/25	17.99	10-5305-3210
8630914	JOINT COMPOUND	02/11/25	10.49	10-5100-3210
8630914	DRYWALL TAPE	02/11/25	9.49	10-5100-3210
8630914	PINE	02/11/25	26.94	10-5100-3210
8630914	DRYWALL	02/11/25	15.80	10-5100-3210
8631624	MAIN RUNNER	02/12/25	62.70	10-5100-3210
8631624	CROSS TEE	02/12/25	64.95	10-5100-3210
8631624	HANGER WIRE	02/12/25	34.20	10-5100-3210
8631624	CEILING PANE	02/12/25	67.99	10-5100-3210
8631675	GLASS CUTTER	02/12/25	7.99	10-5100-3210
8632289	COUPLING	02/12/25	14.39	31-5401-3210
8632289	BUSHING	02/12/25	3.59	31-5401-3210
8632289	BUSHING	02/12/25	2.24	31-5401-3210
8632289	HOSE ADAPTER	02/12/25	.89	31-5401-3210
8632289	STRAP	02/12/25	3.14	31-5401-3210
8632373	BUSHING	02/12/25	2.24	31-5401-3210
8633601	TABLE SAW	02/13/25	611.30	33-5600-3220
8633601	WET/DRY VAC	02/13/25	150.67	33-5600-3220
8633621	BOX LEVEL	02/13/25	43.19	10-5305-3220
8633621	RAFTER SQUARE	02/13/25	6.74	10-5305-3220
8633621	RAFTER SQUARE	02/13/25	12.59	10-5305-3220
8634523	SPRAY PAINT	02/14/25	28.76	33-5600-3210
8641025	POLE SAW	02/20/25	459.99	10-5306-3210
8641025	SAW BLADE	02/20/25	24.99	10-5306-3210
8642561	TARP	02/21/25	25.99	10-5304-3210
8648583	BLUE FLAGS	02/26/25	12.99	10-5304-3210
9632239	CEILING PANE	02/12/25	10.62	10-5100-3210
Total BLOEDORN LUMBER - DOUGLAS:			1,974.11	
BLUE TO GOLD LLC				
107257	REGISTRATION-ADVANCED SEARCH & SIEZURE	02/04/25	395.00	10-5202-2122
107257	REGISTRATION-ADVANCED SEARCH & SIEZURE	02/04/25	395.00	10-5202-2122
Total BLUE TO GOLD LLC:			790.00	
BOMGAARS				
365014	GARDEN TORCH	01/16/25	36.99	32-5502-3210
368496	GLOVES	01/30/25	14.99	10-5305-3210
368496	FACE SHIELD RATCHET	01/30/25	17.99	10-5305-3210
370051	BATTERIES	02/06/25	119.96	33-5600-3210
370051	MITER SAW	02/06/25	639.99	33-5600-3220
370051	STEP STOOL	02/06/25	49.99	33-5600-3220
370051	STEP LADDER	02/06/25	189.99	33-5600-3220
370071	BATTERIES	02/06/25	119.96	33-5600-3210
371017	GRAB HOOK	02/11/25	6.69	34-5340-3210
371017	ROPE	02/11/25	39.99	34-5340-3210
371017	CLEANER	02/11/25	15.98	34-5340-3210
371017	PRIMER	02/11/25	43.96	34-5340-3210
371017	SPRAY PAINT	02/11/25	20.97	34-5340-3210
371394	RATCHET BINDER	02/13/25	32.99	34-5340-3220
371394	WIRE ROPE CLIP	02/13/25	2.36	34-5340-3210
371394	STRAIGHT CLIP	02/13/25	22.99	34-5340-3220
371394	PLIERS	02/13/25	21.99	34-5340-3220
371394	ORANGE TIES	02/13/25	2.99	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
371394	BULK TIES	02/13/25	99.96	34-5340-3210
371394	CABLE	02/13/25	2.94	34-5340-3210
371400	MAGNETIC TRAY	02/13/25	7.99	10-5305-3220
371400	SCREWDRIVER	02/13/25	5.99	10-5305-3220
371400	SCREWDRIVER	02/13/25	4.99	10-5305-3220
371400	PLIERS	02/13/25	18.99	10-5305-3220
371400	PLIERS	02/13/25	14.99	10-5305-3220
371400	CENTER PUNCH	02/13/25	5.69	10-5305-3220
371400	DRILL BIT	02/13/25	6.99	10-5305-3220
371400	DRILL BIT	02/13/25	7.49	10-5305-3220
372563	SNOW CONTROL	02/18/25	19.98	10-5306-3210
373209	IMPACT WRENCH	02/21/25	299.99	32-5502-3210
373209	BATTERY	02/21/25	249.99	32-5502-3210
373225	FASTENERS	02/21/25	9.90	10-5306-3210
373369	U-BOLT	02/21/25	3.99	10-5305-3210
374022	CLOROX WIPES	02/24/25	7.98	10-5306-3210
374153	BAR	02/25/25	39.99	10-5304-3210
374610	BOOTS	02/27/25	83.99	32-5502-3210

Total BOMGAARS:

2,292.60

BOYS & GIRLS CLUB OF DOUGLAS

2057-JAN	FUNDING ALLOCATION AGREEMENT	02/05/25	2,500.00	10-5110-8746
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Total BOYS & GIRLS CLUB OF DOUGLAS:

2,500.00

BUSINESS CENTER

15066	INDEX DIVIDERS	02/18/25	41.80	10-5100-3201
15066	CLASSIFICATION FOLDERS	02/18/25	73.30	10-5100-3201
15066	BATTERIES	02/18/25	29.48	10-5100-3201
15066	PAPER	02/18/25	188.26	10-5100-3201
15066	NCR PAPER	02/18/25	81.60	10-5100-3201
15066	PERFORATED PAPER	02/18/25	54.12	10-5100-3201
15066	STAMP PAD REFILLS	02/18/25	53.76	10-5100-3201
15066	WHITE OUT	02/18/25	12.73	10-5100-3201
15127	FILING DIVIDERS	02/21/25	66.42	10-5100-3201
15127	INDEX DIVIDERS	02/21/25	20.90	10-5100-3201
15127	WHITE OUT	02/21/25	12.73	10-5100-3201
15138	STAMP PAD REFILLS	02/24/25	54.96	10-5100-3201
156068	FOLDER FASTENERS	02/18/25	25.78	10-5100-3201

Total BUSINESS CENTER:

715.84

CANDO - DBA THE ENTERPRISE

225-JF	FUNDING ALLOCATION AGREEMENT	02/25/25	8,333.33	10-5110-8714
225-JF	FUNDING ALLOCATION AGREEMENT	02/25/25	8,333.33	10-5110-8714

Total CANDO - DBA THE ENTERPRISE:

16,666.66

CANNON, SUSAN

021325	CREDIT BALANCE REFUND	02/13/25	264.62	01-11750000
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Total CANNON, SUSAN:

264.62

CASPER COLLEGE - CONT ED

40485	REGISTRATION-MUNICIPAL BUDGET AMENDMENTS	02/20/25	69.00	10-5102-2122
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Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CASPER COLLEGE - CONT ED:			69.00	
CDW-G				
AC6235S	NETMOTION FULL PLATFORM	02/07/25	1,176.15	10-5103-3220
AC67P4J	CARTRIDGE	02/07/25	175.14	10-5103-3220
AC67P4J	CARTRIDGE	02/07/25	303.15	10-5103-3220
AC6KQ7C	APC BACKUP	02/04/25	180.02	10-5103-3220
AC6KR8Z	SPEAKERS	02/04/25	51.69	10-5103-3220
Total CDW-G:			1,886.15	
CENTURYLINK				
020625	TELEPHONE SERVICES	02/06/25	60.62	10-5306-2134
020625	TELEPHONE SERVICES	02/06/25	63.17	32-5502-2134
020625-1	TELEPHONE SERVICES	02/06/25	59.88	10-5307-2134
021825	TELEPHONE SERVICES	02/18/25	59.87	10-5307-2134
Total CENTURYLINK:			243.54	
CITY OF DOUGLAS-PETTY CASH				
350	REPLENISH PETTY CASH-TITLE	02/20/25	30.00	10-5100-3210
351	REPLENISH PETTY CASH-LICENSE PLATE	02/21/25	10.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			40.00	
CITY OF DOUGLAS-UTILITY PMNT				
021825	WATER/SEWER/SANITATION	02/18/25	160.19	10-5100-2132
021825	WATER/SEWER/SANITATION	02/18/25	316.17	10-5301-2132
021825	WATER/SEWER/SANITATION	02/18/25	986.27	10-5304-2132
021825	WATER/SEWER/SANITATION	02/18/25	80.90	10-5306-2132
021825	WATER/SEWER/SANITATION	02/18/25	4.04	10-5307-2132
021825	WATER/SEWER/SANITATION	02/18/25	152.09	31-5401-2132
021825	WATER/SEWER/SANITATION	02/18/25	5,186.05	31-5402-2132
021825	WATER/SEWER/SANITATION	02/18/25	189.14	32-5501-2132
021825	WATER/SEWER/SANITATION	02/18/25	26.41	32-5502-2132
18152	LANDFILL CHARGES	12/31/24	30.00	33-5600-3210
18193	BULK WATER	02/06/25	38.67	32-5502-3210
18193	BULK WATER	02/06/25	7.60	10-5305-3210
18193	BULK WATER	02/06/25	15.49	10-5305-3210
18197	LANDFILL CHARGES	02/06/25	14,152.50	33-5600-2158
18202	LANDFILL CHARGES	02/12/25	14,767.50	33-5600-2158
18207	LANDFILL CHARGES	02/24/25	13,188.00	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			49,301.02	
CIVIL ENGINEERING PROFESSIONAL				
22-043-21	ENGINEERING-WEST RIVER LIFT STATION	02/21/25	1,165.25	32-5852-2153
22-066-17	ENGINEERING-CLEARFIELD BOOSTER STATION	02/21/25	6,467.50	31-5840-2153
24-018-05	ENGINEERING-N 2ND ST BRIDGE	02/21/25	2,711.94	31-5840-2153
24-018-05	ENGINEERING-N 2ND ST BRIDGE	02/21/25	6,093.06	56-5560-2153
24-038-05	ENGINEERING-WTP HEADWORKS SLUICE GATES	02/21/25	3,077.50	31-5856-2153
24-042-06	ENGINEERING-PINE ST	02/21/25	1,333.89	31-5840-2153
24-042-06	ENGINEERING-PINE ST	02/21/25	1,113.61	32-5852-2153
24-044-05	ENGINEERING-N 8TH ST	02/21/25	3,825.28	31-5840-2153
24-044-05	ENGINEERING-N 8TH ST	02/21/25	1,734.72	32-5852-2153
24-049-04	ENGINEERING-POOL BIDDING	01/29/25	1,012.50	55-5550-2153
24-049-05	ENGINEERING-POOL BIDDING	02/21/25	405.00	55-5550-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
24-050-04	ENGINEERING-WWTP AIR HEADER	02/21/25	1,390.00	32-5850-2153
24-052-02	ENGINEERING-5TH ST & WASHINGTON ST ALLEY	02/21/25	3,637.50	32-5852-2153
24-053-01	ENGINEERING-ORPHA & CLEARFIELD TANK CLEANING	01/29/25	2,537.50	31-5402-2153
24-053-02	ENGINEERING-ORPHA & CLEARFIELD TANK CLEANING	02/21/25	1,725.00	31-5402-2153
24-059-03	ENGINEERING-N 3RD ST	02/21/25	3,922.64	31-5840-2153
24-059-03	ENGINEERING-N 3RD ST	02/21/25	3,274.86	32-5852-2153
24-060-01	ENGINEERING-S 4TH ST	02/21/25	4,627.70	31-5840-2153
24-060-01	ENGINEERING-S 4TH ST	02/21/25	6,941.55	56-5560-2153
24-069-01	ENGINEERING-3.5 ALLEY RE-ROUTE	01/29/25	3,962.50	32-5852-2153
24-069-02	ENGINEERING-3.5 ALLEY RE-ROUTE	02/21/25	1,095.00	32-5852-2153
24-166-02	ENGINEERING-LANDFILL CADD TECH	01/31/25	52.50	34-5340-2153
24-166-02	ENGINEERING-DRONE SURVEY	01/31/25	112.50	34-5340-2153
Total CIVIL ENGINEERING PROFESSIONAL:			62,219.50	
COMTRONIX				
5998035	ALARM MONITORING	03/01/25	135.00	10-5100-2156
Total COMTRONIX:			135.00	
CONVERSE COUNTY				
022425	JOINT JUSTICE EXPENDITURES	02/24/25	11,050.89	10-5111-8760
022425	JOINT JUSTICE EXPENDITURES	02/24/25	63,484.40	10-5111-8760
Total CONVERSE COUNTY:			74,535.29	
CONVERSE COUNTY SHERIFF				
012025	BOOKING FEES	01/31/25	97.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			97.50	
COY, DEBRA J				
022725	JANITORIAL SERVICES	02/27/25	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
DANA KEPNER COMPANY OF WY				
2239476-00	PURE CORE	02/10/25	492.00	31-5402-3210
2239491-00	MEGA LUG	02/17/25	589.88	31-5402-3210
2239491-00	BOLT & GASKET SETS	02/17/25	296.40	31-5402-3210
2239491-00	90 DEGREE BEND	02/17/25	549.07	31-5402-3210
2239491-00	SOLID SLEEVE	02/17/25	438.36	31-5402-3210
Total DANA KEPNER COMPANY OF WY:			2,365.71	
DITTMAR, CHRISTINA				
021025	TREE REMOVAL REIMBURSEMENT	02/10/25	1,000.00	10-5304-2158
Total DITTMAR, CHRISTINA:			1,000.00	
DOUGLAS BUDGET				
6277	ELITE MAGAZINE ADVERTISEMENT	10/07/24	500.00	10-5100-2115
7453	PUBLIC NOTICE-P&Z	01/01/25	90.00	10-5100-2115
7454	PUBLIC HEARING-PROPOSED AMENDMENT 24-25 BUDGET	01/01/25	90.00	10-5100-2115
7507	AD-FINAL PAYMENT	01/08/25	75.00	10-5100-2115
7508	AD-FINAL PAYMENT	01/15/25	75.00	10-5100-2115
7509	AD-FINAL PAYMENT	01/22/25	75.00	10-5100-2115
7635	AD-FINAL PAYMENT	01/15/25	68.00	10-5100-2115

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
7636	AD-FINAL PAYMENT	01/22/25	68.00	10-5100-2115
7686	AD-FINAL PAYMENT	01/29/25	68.00	10-5100-2115
7705	AD FOR BIDS-NEW POLICE PACKAGE SUV	01/22/25	90.00	10-5100-2115
7706	AD FOR BIDS-NEW POLICE PACKAGE SUV	01/29/25	90.00	10-5100-2115
7707	MINUTES	01/22/25	510.00	10-5100-2115
7708	WARRANT REGISTER	01/22/25	300.00	10-5100-2115
7709	BID-2ND STREET IMPROVEMENT	01/22/25	165.00	10-5100-2115
7710	BID-2ND STREET IMPROVEMENT	01/29/25	165.00	10-5100-2115
7765	AD-FINAL PAYMENT	01/29/25	60.00	10-5100-2115
Total DOUGLAS BUDGET:			2,489.00	
DOUGLAS FR & EMBROIDERY				
1997	SHIRT	02/17/25	24.95	10-5101-3210
1997	SHIRT	02/17/25	16.95	10-5101-3210
1997	EMBROIDERY	02/17/25	25.00	10-5101-3210
Total DOUGLAS FR & EMBROIDERY:			66.90	
DOUGLAS GROCERY				
2838	ECLAIRS-AWARDS BANQUET	02/24/25	15.10	10-5100-3230
2838	CREAM PUFFS-AWARDS BANQUET	02/24/25	7.55	10-5100-3230
8341	ZIPLOCK BAGS	02/05/25	14.60	10-5106-3210
Total DOUGLAS GROCERY:			37.25	
DOUGLAS HARDWARE HANK LLC				
367330	UTILITY HEATER	01/29/25	54.99	31-5401-3210
367799	BATTERIES	01/30/25	6.99	10-5304-3210
367864	FASTENERS	02/03/25	22.99	10-5305-3210
367866	PAINT BRUSH	02/03/25	3.58	10-5304-3210
367870	STRAP	02/03/25	4.72	34-5340-3210
367887	BUMPER PROTECTOR	02/04/25	69.99	10-5301-3210
367887	FASTENERS	02/04/25	5.50	10-5301-3210
367896	BALL VALVE	02/04/25	13.99	31-5401-3210
367896	NIPPLE	02/04/25	2.39	31-5401-3210
367896	UNION	02/04/25	17.99	31-5401-3210
367896	CONNECTOR	02/04/25	14.99	31-5401-3210
367896	CONNECTOR	02/04/25	16.99	31-5401-3210
367896	TEE	02/04/25	22.99	31-5401-3210
367896	NIPPLE	02/04/25	2.59	31-5401-3210
367896	ELBOW	02/04/25	22.99	31-5401-3210
367896	COUPLER	02/04/25	5.99	31-5401-3210
367896	ELBOW	02/04/25	4.99	31-5401-3210
367896	BLEACH	02/04/25	15.98	31-5401-3210
367896	PAPER TOWELS	02/04/25	13.99	31-5401-3210
367896	HAND SANITIZER	02/04/25	1.99	31-5401-3210
367906	TEE	02/05/25	25.99	34-5340-3210
367906	ADAPTER	02/05/25	7.99	34-5340-3210
367906	BALL VALVE	02/05/25	27.99	34-5340-3210
367922	SNAP BOLT	02/05/25	6.59	10-5304-3210
367944	COUPLER	02/06/25	9.18	34-5340-3210
367944	ELBOW	02/06/25	6.99	34-5340-3210
367955	FASTENERS	02/06/25	16.99	31-5401-3210
367955	ADAPTER	02/06/25	6.99	31-5401-3210
367955	BUSHING	02/06/25	8.99	31-5401-3210
367960	SCREEN FIBER	02/06/25	12.99	10-5304-3210
367961	COUPLER	02/06/25	4.59	31-5401-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
367966	CONCRETE MIX	02/07/25	15.18	10-5305-3210
367967	RETURN-CONCRETE MIX	02/07/25	15.18	10-5305-3210
367982	AIR PLUG	02/07/25	2.99	10-5304-3210
367982	CLAMPS	02/07/25	7.18	10-5304-3210
368024	HAMMER	02/10/25	33.99	31-5402-3210
368024	SCREWDRIVER	02/10/25	25.99	31-5402-3210
368024	SAW BLADES	02/10/25	27.99	31-5402-3210
368024	PRY BAR	02/10/25	9.99	31-5402-3210
368024	TAPE	02/10/25	6.99	31-5402-3210
368026	TEE	02/10/25	3.59	31-5401-3210
368026	ADAPTER	02/10/25	2.79	31-5401-3210
368026	BUSHING	02/10/25	2.59	31-5401-3210
368026	TEE	02/10/25	3.99	31-5401-3210
368027	HAND CLEANER	02/10/25	5.99	32-5502-3210
368035	GLOVES	02/11/25	19.99	32-5502-3210
368045	SPRAYER	02/11/25	3.99	31-5402-3210
368058	PAPER TOWELS	02/11/25	41.97	31-5401-3210
368075	FASTENERS	02/12/25	14.28	33-5600-3210
368075	SAFETY LOCK PIN CABLES	02/12/25	9.54	33-5600-3210
368093	DECK SCREWS	02/12/25	13.99	10-5305-3210
368125	ADHESIVE	02/14/25	8.59	10-5100-3210
368132	SPRAY PAINT	02/14/25	7.99	31-5401-3210
368141	PROPANE EXCHANGE	02/14/25	25.99	31-5402-3210
368142	PLIERS	02/14/25	21.99	31-5401-3210
368142	SCREWDRIVER SET	02/14/25	26.99	31-5401-3210
368142	WOOD CHISEL	02/14/25	16.99	31-5401-3210
368182	TEST LEAD SURFACE	02/18/25	12.99	31-5401-3210
368182	LOCKING PLIERS	02/18/25	23.99	31-5401-3210
368182	PLIER & WRENCH SET	02/18/25	25.99	31-5401-3210
368186	ELECTRIC HEATERS	02/18/25	89.98	32-5502-3210
368215	BOLT EYE	02/19/25	5.99	10-5305-3210
368250	TORCH	02/20/25	64.99	31-5402-3210
368250	PROPANE TANK	02/20/25	58.99	31-5402-3210
368251	WRENCH	02/20/25	19.99	31-5402-3210
368251	WRENCH	02/20/25	24.99	31-5402-3210
368257	PIPE THREAD	02/20/25	13.99	31-5402-3210
368257	SEAL TAPE	02/20/25	2.78	31-5402-3210
368259	PRIMER	02/20/25	11.99	10-5305-3210
368259	ADAPTER	02/20/25	3.99	10-5305-3210
368259	PLUG	02/20/25	4.59	10-5305-3210
368259	CAP	02/20/25	3.99	10-5305-3210
368280	PAINTERS TAPE	02/21/25	17.18	10-5100-3210
368280	DROP CLOTH	02/21/25	15.99	10-5100-3210
368280	PAINT TRAY SET	02/21/25	13.99	10-5100-3210
368281	CONCRETE MIX	02/21/25	75.90	32-5502-3210
368281	TORCH	02/21/25	23.99	32-5502-3210
368331	FASTENERS	02/24/25	5.96	10-5305-3210
368340	TARP STRAPS	02/25/25	11.98	10-5306-3210
368340	CHAIN LOOP	02/25/25	31.99	10-5306-3210
368373	CONCRETE MIX	02/26/25	37.95	31-5402-3210
368374	SAW BLADES	02/26/25	22.99	10-5304-3210
368380	LUBRICANT	02/26/25	9.99	31-5401-3210
368380	SUPER GLUE	02/26/25	8.99	31-5401-3210
368388	JIGSAW BLADES	02/26/25	17.99	10-5305-3210
368403	SCREWS	02/27/25	7.20	32-5501-3210
Total DOUGLAS HARDWARE HANK LLC:			1,479.59	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
DOUGLAS SEAT COVERS LLC				
428	SEAT COVERS	02/04/25	390.00	10-5302-3210
Total DOUGLAS SEAT COVERS LLC:			390.00	
ENERGY LABORATORIES INC				
687703	WASTEWATER SAMPLING	01/31/25	66.00	32-5501-2158
688800	WASTEWATER SAMPLING	02/07/25	66.00	32-5501-2158
688801	WASTEWATER SAMPLING	02/07/25	66.00	32-5501-2158
688803	WATER SAMPLING	02/07/25	152.00	31-5401-2158
689890	WATER SAMPLING	02/13/25	114.00	31-5401-2158
Total ENERGY LABORATORIES INC:			464.00	
FELTON, CARA				
022625	UTILITY DEPOSIT REFUND	02/26/25	229.58	96-20000229
Total FELTON, CARA:			229.58	
FIRE SUPPRESSION AUTHORITY				
022625	REMIT FUNDS RECEIVED FROM GRANT-FIRE TRAINING FACILI	02/26/25	126,564.02	10-5100-2158
2025-1	FUNDING AGREEMENT ALLOCATION	01/13/25	28,007.52	10-5111-8744
2025-2	FUNDING ALLOCATION AGREEMENT	02/10/25	24,285.33	10-5111-8744
2025-2	TRAINING FACILITY	02/10/25	60,558.60	50-5500-6548
Total FIRE SUPPRESSION AUTHORITY:			239,415.47	
FLOYD'S TRUCK CENTER WY				
DE-01422	DAY CAB TRACTOR	02/12/25	186,949.00	34-5895-6548
X302072815:01-1	PRESSURE SWITCH	10/14/24	45.09	34-5340-3210
X302075346:01	FLOOR MAT	02/04/25	316.92	34-5340-3210
X302075346:01	FREIGHT	02/04/25	72.18	34-5340-3210
Total FLOYD'S TRUCK CENTER WY:			187,383.19	
FORSGREN ASSOCIATES INC				
2501036	WATER CONSULTANT SERVICES	01/26/25	6,445.80	31-5856-2158
Total FORSGREN ASSOCIATES INC:			6,445.80	
FREEDOM MAILING SERVICE				
49763	UTILITY BILLING MAILING SERVICE	02/06/25	609.23	31-5400-2158
49763	UTILITY BILLING MAILING SERVICE	02/06/25	393.46	32-5500-2158
49763	UTILITY BILLING MAILING SERVICE	02/06/25	266.53	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,269.22	
FREMONT CHEVROLET-BUICK-GMC				
53721	VEHICLE	01/31/25	40,410.00	47-5470-6548
Total FREMONT CHEVROLET-BUICK-GMC:			40,410.00	
FREMONT MOTORS CASPER				
147184	HARNESS REPAIR KIT	02/21/25	263.20	10-5202-3210
147184	RADIATOR ASSEMBLY	02/21/25	480.20	10-5202-3210
Total FREMONT MOTORS CASPER:			743.40	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
GALLS LLC				
030367906	SERVING SINCE PLATE	02/04/25	26.99	10-5202-3210
030367906	SHIPPING	02/04/25	6.99	10-5202-3210
030449954	SPEED PLATE	02/12/25	181.95	10-5202-3233
030449954	SHIPPING	02/12/25	12.99	10-5202-3233
Total GALLS LLC:			228.92	
GATHERING INC				
14	FUNDING ALLOCATION AGREEMENT	02/19/25	1,879.05	10-5110-8730
Total GATHERING INC:			1,879.05	
GOODYEAR TIRE & RUBBER CO				
177-1057171	TIRES	02/14/25	1,422.40	10-5202-3210
177-1057171	TIRES	02/14/25	639.12	10-5202-3210
Total GOODYEAR TIRE & RUBBER CO:			2,061.52	
GRANITE TELECOMMUNICATIONS				
683570031	TELEPHONE SERVICES	02/01/25	168.21	10-5100-2134
683570031	TELEPHONE SERVICES	02/01/25	81.79	10-5301-2134
683570031	TELEPHONE SERVICES	02/01/25	163.56	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			413.56	
HACH COMPANY				
14367800	PURIFICATION PACK	02/11/25	991.00	31-5401-3210
14367800	ELECTRODE SOLUTION	02/11/25	57.79	31-5401-3210
14367800	REAGENT SET	02/11/25	916.20	31-5401-3210
14367800	CLEANING KIT	02/11/25	24.95	31-5401-3210
14367800	IRON TEST STRIPS	02/11/25	41.09	31-5401-3210
14367800	WATER HARDNESS TEST STRIPS	02/11/25	20.99	31-5401-3210
14367800	NITRATE TEST STRIPS	02/11/25	36.89	31-5401-3210
14367800	ORTHOPHOSPHATE TEST STRIPS	02/11/25	40.79	31-5401-3210
14367800	COPPER TEST STRIPS	02/11/25	41.09	31-5401-3210
14367800	PROBE	02/11/25	629.00	31-5401-3210
14367800	SENSOR	02/11/25	1,136.00	31-5401-3210
14367800	SENSOR	02/11/25	1,505.00	31-5401-3210
14367800	SHIPPING	02/11/25	32.25	31-5401-3210
14367800	SENSOR CAP	02/11/25	212.00	32-5501-3210
14367800	ELECTRODE SOLUTION	02/11/25	57.79	32-5501-3210
14367800	SHIPPING	02/11/25	32.25	32-5501-3210
Total HACH COMPANY:			5,775.08	
HAWKINS INC				
6960788	CYLINDERS	01/15/25	220.00	31-5401-3210
6985694	CYLINDERS	02/15/25	200.00	32-5501-3210
6991835	CHLORINE CYLINDER	02/20/25	2,059.56	32-5501-3210
6991835	SULFUR DIOXIDE CYLINDER	02/20/25	496.62	32-5501-3210
6991835	FREIGHT/FUEL	02/20/25	55.00	32-5501-3210
6997763	CREDIT-CHLORINE CYLINDER	02/26/25	343.26	32-5501-3210
Total HAWKINS INC:			2,687.92	
HOMAX OIL SALES INC				
CL32070	FUEL	01/31/25	52.76	10-5100-3235

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
CL32070	FUEL	01/31/25	63.47	10-5106-3235
CL32070	FUEL	01/31/25	124.50	10-5201-3235
CL32070	FUEL	01/31/25	2,465.82	10-5202-3235
CL32070	FUEL	01/31/25	99.04	10-5302-3235
CL32070	FUEL	01/31/25	587.29	10-5304-3235
CL32070	FUEL	01/31/25	2,032.45	10-5305-3235
CL32070	FUEL	01/31/25	101.17	10-5306-3235
CL32070	FUEL	01/31/25	169.02	31-5401-3235
CL32070	FUEL	01/31/25	605.63	31-5402-3235
CL32070	FUEL	01/31/25	95.35	31-5403-3235
CL32070	FUEL	01/31/25	169.02	32-5501-3235
CL32070	FUEL	01/31/25	605.61	32-5502-3235
CL32070	FUEL	01/31/25	1,748.45	33-5600-3235
CL32070	FUEL	01/31/25	1,030.05	34-5340-3235
CL32070	FUEL	01/31/25	107.73	10-5301-3235
Total HOMAX OIL SALES INC:			10,057.36	
INBERG MILLER ENGINEERS				
18411CW25	ENVIRONMENTAL MONITORING	12/12/24	3,311.89	34-5895-2153
Total INBERG MILLER ENGINEERS:			3,311.89	
INTL ASSOC OF CHIEFS OF POLICE				
022425	REGISTRATION-IACP CONFERENCE	02/24/25	125.00	10-5201-2122
Total INTL ASSOC OF CHIEFS OF POLICE:			125.00	
JERRYS WELDING SERVICE				
32385	ANGLE	01/06/25	27.84	34-5340-3210
32385	CUTTING	01/06/25	12.00	34-5340-3210
32385	ANGLE	01/06/25	56.80	10-5305-3210
32385	PLATE	01/06/25	54.31	33-5600-3210
32385	ANGLE	01/06/25	1.23	33-5600-3210
32385	WELDING	01/06/25	240.00	33-5600-3210
7241	WELDING	01/22/25	400.00	33-5600-3210
Total JERRYS WELDING SERVICE:			792.18	
KASPAR AIR SOLUTIONS LLC				
3098	HEATER REPAIR-SMW BUILDING	02/22/25	632.00	31-5401-2155
Total KASPAR AIR SOLUTIONS LLC:			632.00	
L N CURTIS & SONS				
911958	UNIFORM PANTS	01/31/25	240.09	10-5202-3233
913761	UNIFORM PANTS	02/05/25	219.57	10-5202-3233
Total L N CURTIS & SONS:			459.66	
LARAMIE PEAK HUMANE SOCIETY				
2025.01-JAN	FUNDING ALLOCATION AGREEMENT	02/06/25	8,333.33	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			8,333.33	
LEAVITT GROUP				
10045384	INSURANCE PREMIUM-AUTO	02/20/25	482.00	10-5100-2157

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total LEAVITT GROUP:			482.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100093657-JAN	ACCURINT INFORMATION SERVICES	01/31/25	109.27	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			109.27	
LITHIA OF CASPER LLC				
18801	VEHICLE	02/03/25	70,377.00	47-5470-6548
Total LITHIA OF CASPER LLC:			70,377.00	
LOENBRO				
412678-33	REPAIR-BRIDGE LIGHT	01/29/25	1,107.36	10-5305-3210
413101-33	MOTOR SWAP-CLEARFIELD BOOSTER	02/11/25	640.00	31-5402-2155
Total LOENBRO:			1,747.36	
MAGIC CITY STOVES				
100349	PELLET STOVE REPLACEMENT-RAILROAD MUSEUM	02/26/25	6,202.00	10-5100-2155
Total MAGIC CITY STOVES:			6,202.00	
MAYFIELD, TYLER				
114-1714604	BOOT REIMBURSEMENT	02/04/25	188.95	10-5302-3210
Total MAYFIELD, TYLER:			188.95	
MOUNTAIN STATES LITHOGRAPHING				
250161	BUSINESS CARDS	02/10/25	98.76	10-5202-3210
Total MOUNTAIN STATES LITHOGRAPHING:			98.76	
NATIONAL ASSOC OF FIELD TRAINING OFFICER				
4247	REGISTRATION-MANAGING THE FTO UNIT TRAINING	01/28/25	300.00	10-5202-2122
Total NATIONAL ASSOC OF FIELD TRAINING OFFICER:			300.00	
NORCO INC				
42732654	KITCHEN TOWELS	01/31/25	51.43	10-5301-3210
42732654	BATH TISSUE	01/31/25	84.52	10-5301-3210
42732654	HAND SOAP	01/31/25	69.17	10-5301-3210
42732654	TISSUE	01/31/25	60.57	10-5301-3210
42732654	DELIVERY	01/31/25	19.50	10-5301-3210
42778429	HAND TOWELS	02/04/25	77.80	10-5302-3210
42778429	BATTERIES	02/04/25	19.00	10-5302-3210
42778429	BATTERIES	02/04/25	12.00	10-5302-3210
42778429	BATTERIES	02/04/25	12.00	10-5302-3210
42778429	BATTERIES	02/04/25	12.00	10-5302-3210
42778429	BATTERIES	02/04/25	23.60	10-5302-3210
42778429	GLOVES	02/04/25	6.13	10-5302-3210
42778429	GLOVES	02/04/25	17.17	10-5302-3210
42778429	LENS CLEANER TOWELETES	02/04/25	14.94	10-5302-3210
42778429	EARPLUGS	02/04/25	35.79	10-5302-3210
42804109	MOP DISINFECTANT	02/07/25	55.43	10-5304-3210
42804109	BATHROOM CLEANER	02/07/25	54.18	10-5304-3210
42804109	BOWL CLEANER	02/07/25	49.57	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
42804109	URINAL SCREENS	02/07/25	27.42	10-5304-3210
42804109	TRASH BAGS	02/07/25	37.00	10-5304-3210
42804109	DELIVERY	02/07/25	19.50	10-5304-3210
42866337	ROLL TISSUE PAPER	02/17/25	114.00	10-5304-3210
Total NORCO INC:			872.72	
NV5 INC				
427949	COMMUNITY FACILITY	01/28/25	8,680.00	57-5571-2153
Total NV5 INC:			8,680.00	
O'REILLY AUTOMOTIVE INC				
307847	NITRILE GLOVES	01/30/25	27.26	10-5302-3210
308530	BELT EXTENDER	02/04/25	21.99	10-5302-3210
308865	CONNECTOR	02/07/25	8.49	10-5302-3210
308927	BUTT CONNECTORS	02/07/25	4.99	10-5302-3210
308927	BUTT CONNECTORS	02/07/25	4.99	10-5302-3210
308927	FUNNEL	02/07/25	4.99	10-5302-3210
309637	TIRE GAUGE	02/13/25	12.30	34-5340-3210
310253	NITRILE GLOVES	02/19/25	54.52	10-5302-3210
310511	SAFETY TREAD	02/21/25	9.99	10-5305-3210
Total O'REILLY AUTOMOTIVE INC:			149.52	
ORTEGA, SONYA				
021025	MILEAGE REIMBURSEMENT-WAM	02/10/25	232.40	10-5102-2123
038590	FUEL-WAM	01/24/25	31.00	10-5102-2123
Total ORTEGA, SONYA:			263.40	
PARTSONE LLC				
50208	GLOVES	01/31/25	27.89	10-5302-3210
50334	ADAPTER	02/03/25	6.48	33-5600-3210
50571	TERMINAL	02/07/25	12.31	34-5340-3210
50646	FLOOR REPAIR EPOXY	02/10/25	10.49	33-5600-3210
50669	MOUNT BRACKET	02/10/25	15.40	47-5470-6548
50669	STROBE KIT	02/10/25	318.72	47-5470-6548
50669	PIGTAIL	02/10/25	7.68	47-5470-6548
50669	RUBBER GROMMET	02/10/25	10.04	47-5470-6548
50670	HOSE REEL	02/10/25	286.02	47-5470-6548
50789	SPRAY PAINT	02/12/25	25.98	10-5302-3210
50799	SPRAY PAINT	02/12/25	53.96	10-5302-3210
50908	WARNING KIT	02/13/25	31.39	34-5340-3210
50908	FUSE KIT	02/13/25	7.19	34-5340-3210
50930	ADHESIVE REMOVER	02/14/25	44.09	10-5302-3210
50943	SILICONE	02/14/25	20.99	10-5302-3210
51105	SOCKET	02/18/25	33.99	10-5302-3220
51140	BOOSTER CABLE	02/18/25	200.27	10-5302-3210
51175	WINDOW SCRAPERS	02/19/25	22.40	10-5302-3210
51597	SAFETY GLASSES	02/26/25	7.69	10-5306-3210
Total PARTSONE LLC:			1,142.98	
PEASLEY & ARMSTRONG LLP				
1693	LEGAL SERVICES	02/04/25	3,480.00	10-5100-2151
1693	LEGAL SERVICES	02/04/25	1,600.00	10-5105-2151

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total PEASLEY & ARMSTRONG LLP:			5,080.00	
PLATTE COUNTY LOCKSMITH SERVICES				
020725	LOCK CYLINDER INSTALLATION	02/07/25	1,771.00	31-5401-2158
Total PLATTE COUNTY LOCKSMITH SERVICES:			1,771.00	
PTOLEMY GROUP INC				
10902	OFFICE 365	02/01/25	1,759.20	10-5103-2158
Total PTOLEMY GROUP INC:			1,759.20	
PURVIS INDUSTRIES LLC				
31918265	VERMEER BRUSH	12/10/24	1,269.02	34-5340-3210
Total PURVIS INDUSTRIES LLC:			1,269.02	
QUILL CORPORATION				
42470925	PEFORATED PAPER	01/17/25	24.59	10-5100-3201
Total QUILL CORPORATION:			24.59	
RADDCO LLC				
100515	RETURN-TRANSMISSION FILTER	02/03/25	44.51	10-5302-3210
100577	HYDRAULIC FITTING	02/03/25	2.34	33-5600-3210
100822	SPRAY PAINT	02/06/25	12.99	10-5302-3210
100871	MEGA FUSE	02/07/25	3.43	10-5302-3210
100882	BUTT TERMINAL	02/07/25	18.35	10-5302-3210
100884	WIRE	02/07/25	9.48	34-5340-3210
100884	CONNECTORS	02/07/25	48.57	34-5340-3210
100907	BUTT CONNECTOR	02/07/25	3.63	34-5340-3210
100907	RING TERMINAL	02/07/25	11.57	34-5340-3210
100907	WIRE	02/07/25	18.96	34-5340-3210
100988	FLOOR REPAIR EPOXY	02/10/25	22.42	33-5600-3210
100988	FLOOR REPAIR EPOXY	02/10/25	10.72	33-5600-3210
101059	BATTERIES	02/11/25	344.68	10-5305-3210
101059	RETURN-CORE	02/11/25	44.00	10-5305-3210
101059	BATTERIES	02/11/25	279.10	10-5305-3210
101059	RETURN-CORE	02/11/25	54.00	10-5305-3210
101086	COUPLER	02/11/25	6.50	34-5340-3210
101086	HOSE	02/11/25	22.20	34-5340-3210
101086	HYDRAULIC FITTING	02/11/25	25.70	34-5340-3210
101086	HYDRAULIC FITTING	02/11/25	3.37	34-5340-3210
101127	RAGS	02/11/24	40.00	10-5305-3210
101211	BATTERY	02/12/25	190.83	10-5202-3210
101211	BATTERY	02/12/25	113.11	10-5202-3210
101211	RETURN-CORE	02/12/25	22.00	10-5202-3210
101211	RETURN-CORE	02/12/25	22.00	10-5202-3210
101312	DRILL BIT	02/13/25	16.37	10-5302-3220
101343	RUST TREATMENT	02/14/25	24.36	10-5302-3210
101542	HYDRAULIC FITTING	02/18/25	3.37	34-5340-3210
101629	WINDOW SCRAPERS	02/19/25	23.80	10-5302-3210
101634	BATTERY	02/19/25	165.37	10-5202-3210
101659	HOSE	02/19/25	5.12	10-5304-3210
101659	HYDRAULIC FITTING	02/19/25	5.08	10-5304-3210
101659	HYDRAULIC FITTING	02/19/25	10.46	10-5304-3210
101672	WIPER BLADES	02/19/25	32.96	10-5306-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
101730	HOSE	02/20/25	6.60	33-5600-3210
101760	BATTERIES	02/20/25	225.10	10-5305-3210
101763	BATTERIES	02/20/25	344.68	31-5402-3210
101810	WIPER BLADES	02/21/25	9.99	10-5106-3210
101818	OIL FILTER	02/21/25	5.22	10-5302-3210
102011	RELAY	02/25/25	19.99	10-5202-3210
102011	HARNESS	02/25/25	11.00	10-5202-3210
102018	SPARK PLUGS	02/25/25	100.08	10-5302-3210
102114	TIE DOWN STRAPS	02/26/25	19.79	10-5305-3210
102114	TIE DOWN STRAPS	02/26/25	16.19	10-5305-3210
102226	DEEP SOCKET	02/27/25	6.79	10-5302-3220
102226	DEEP SOCKET	02/27/25	5.15	10-5302-3220
102226	DEEP SOCKET	02/27/25	5.15	10-5302-3220
102226	DEEP SOCKET	02/27/25	3.99	10-5302-3220
U102022	RETURN-SPARK PLUGS	02/25/25	100.08-	10-5302-3210
Total RADDCO LLC:			1,967.97	
RAY TECH INFARED				
571485	INFRARED ASPHALT HEATER	02/11/25	124,995.00	47-5470-6547
Total RAY TECH INFARED:			124,995.00	
REID & ASSOCIATES, JOHN E				
BDA6AD69-0001	REGISTRATION	02/11/25	630.00	10-5202-2122
Total REID & ASSOCIATES, JOHN E:			630.00	
ROCKY MOUNTAIN POWER				
021225	ELECTRICITY SERVICES	02/12/25	8,276.34	10-5100-2131
021225	ELECTRICITY SERVICES	02/12/25	193.03	10-5201-2131
021225	ELECTRICITY SERVICES	02/12/25	610.40	10-5301-2131
021225	ELECTRICITY SERVICES	02/12/25	2,717.32	10-5304-2131
021225	ELECTRICITY SERVICES	02/12/25	270.91	10-5306-2131
021225	ELECTRICITY SERVICES	02/12/25	726.59	10-5307-2131
021225	ELECTRICITY SERVICES	02/12/25	1,887.06	31-5401-2131
021225	ELECTRICITY SERVICES	02/12/25	1,670.43	31-5402-2131
021225	ELECTRICITY SERVICES	02/12/25	7,935.73	32-5501-2131
021225	ELECTRICITY SERVICES	02/12/25	1,236.96	32-5502-2131
021225	ELECTRICITY SERVICES	02/12/25	1,196.68	34-5340-2131
021825	ELECTRICITY SERVICES	02/18/25	647.97	10-5301-2131
Total ROCKY MOUNTAIN POWER:			27,369.42	
RON'S SUPPLY LLC				
336303	PROPANE	02/25/25	612.00	10-5305-3210
Total RONS SUPPLY LLC:			612.00	
SAFEWAY STORES				
724515	COFFEE	02/21/25	57.96	10-5301-3230
724515	TEA	02/21/25	3.79	10-5301-3230
808046	COFFEE PODS	02/04/25	47.98	10-5100-3230
808046	COFFEE	02/04/25	33.98	10-5100-3230
808046	CREAMER	02/04/25	6.99	10-5100-3230
808046	KLEENEX	02/04/25	10.99	10-5100-3210
808046	KLEENEX	02/04/25	6.99	10-5100-3210
808046	PAPER TOWELS	02/04/25	25.99	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
808046	SOAP	02/04/25	5.99	10-5100-3210
808046	FEBREEZE	02/04/25	20.56	10-5100-3210
Total SAFEWAY STORES:			221.22	
SALMON, LESLIE				
022525	UTILITY DEPOSIT REFUND	02/25/25	275.00	96-20000229
Total SALMON, LESLIE:			275.00	
TEXAS PNEUDRAULIC INC				
045763	SAFETY LATCH PIN	02/10/25	31.50	33-5600-3210
045763	FREIGHT	02/10/25	27.65	33-5600-3210
045816	CAM FOLLOWER	02/18/25	566.00	33-5600-3210
045816	FREIGHT	02/18/25	37.86	33-5600-3210
Total TEXAS PNEUDRAULIC INC:			663.01	
THE BODY SHOP LLC				
020625	FITNESS BENEFIT-MEMBERSHIP FEES	02/06/25	10.00	10-5100-1032
020625	FITNESS BENEFIT-MEMBERSHIP FEES	02/06/25	10.00	10-5100-1032
Total THE BODY SHOP LLC:			20.00	
THE RETAIL COACH LLC				
5593	RETAIL RECRUITMENT/DEVELOPMENT STRATEGY	02/26/25	15,000.00	41-5410-2158
Total THE RETAIL COACH LLC:			15,000.00	
TJ INDUSTRIES				
142234	ROTATION	02/20/25	30.00	10-5305-3210
Total TJ INDUSTRIES:			30.00	
TOP OFFICE PRODUCTS				
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	3.06	10-5301-2156
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	34.13	10-5301-2156
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	22.50	10-5106-2156
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	15.83	10-5106-2156
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	30.00	10-5100-2156
201602	COPIER MAINTENANCE AGREEMENT	01/28/25	309.68	10-5100-2156
Total TOP OFFICE PRODUCTS:			415.20	
TWIN PEAKS PUMP & SUPPLY INC				
148596	GLOVES	01/22/25	50.92	31-5402-3210
Total TWIN PEAKS PUMP & SUPPLY INC:			50.92	
UNITED STATES POSTAL SERVICE				
022625	POSTAGE	02/26/25	750.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			750.00	
USA BLUEBOOK				
611847	BUBBLE AIR COMPRESSOR	02/03/25	499.95	32-5501-3210
611847	SHIPPING	02/03/25	17.55	32-5501-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total USA BLUEBOOK:			517.50	
VERIZON WIRELESS				
6104958991	CELLULAR SERVICE	02/01/25	16.81	31-5402-2134
6104958991	CELLULAR SERVICE	02/01/25	33.62	32-5502-2134
6104958991	CELLULAR SERVICE	02/01/25	56.72	10-5102-2134
6104958991	CELLULAR SERVICE	02/01/25	16.81	31-5401-2134
Total VERIZON WIRELESS:			123.96	
VISA-CONVERSE COUNTY BANK				
012425	IPOD NANO-AWARDS BANQUET SUPPLIES	01/24/25	20.99	10-5100-3210
012425	BLUE COUCH SOFA-AWARDS BANQUET SUPPLIES	01/24/25	9.76	10-5100-3210
012425	LEVEL & RACHET-AWARDS BANQUET SUPPLIES	01/24/25	8.99	10-5100-3210
012425	DISCOUNT	01/24/25	.98-	10-5100-3210
012425	SHIPPING	01/24/25	8.65	10-5100-3210
012625	TRAVEL-APWA SNOW CONFERENCE	01/26/25	1,096.12	10-5305-2123
012625-1	LODGING-APWA SNOW CONFERENCE	01/26/25	598.26	10-5305-2123
018171	FUEL-WASCOP LEGISLATIVE SESSION	02/18/25	26.02	10-5201-2123
018778	MEAL-WASCOP LEGISLATIVE SESSION	02/18/25	11.23	10-5201-2123
019528	MEAL	12/19/24	34.46	10-5102-2123
021162	MEAL	02/21/25	3.55	10-5102-2123
021162	MEAL	02/21/25	3.55	10-5100-2123
021360	FUEL	02/21/25	18.27	10-5102-2123
021360	FUEL	02/21/25	18.26	10-5101-2123
021825	LODGING-WASCOP LEGISLATIVE SESSION	02/18/25	71.09	10-5201-2123
026834	SQUISHY DINO-CELEBRATION CREW	02/26/25	.30	10-5100-3210
026834	SQUISHY DINO-CELEBRATION CREW	02/26/25	.30	10-5100-3210
026834	SQUISHY ANIMAL-CELEBRATION CREW	02/26/25	3.00	10-5100-3210
026834	SQUISHY GAMING-CELEBRATION CREW	02/26/25	3.00	10-5100-3210
026834	GLOW BRACELETS-CELEBRATION CREW	02/26/25	1.00	10-5100-3210
027083	WALL BORDERS-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	METALLIC BORDER-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	METALLIC BORDER-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	METALLIC BORDER-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	METALLIC BORDER-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	RIBBON-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	RIBBON-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	RIBBON-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027083	RIBBON-FOYER REMODEL	02/27/25	1.25	10-5100-3210
027341	MACROONS-CELEBRATION CREW	02/27/25	14.98	10-5100-3230
027341	MACROONS-CELEBRATION CREW	02/27/25	14.98	10-5100-3230
027341	CHEESECAKE-CELEBRATION CREW	02/27/25	17.48	10-5100-3230
027341	CHEESECAKE-CELEBRATION CREW	02/27/25	17.48	10-5100-3230
027729	VALENTINE HEARTS-FOYER REMODEL	02/27/25	.20	10-5100-3210
027729	ST PATRICK CLOVERS-FOYER REMODEL	02/27/25	1.19	10-5100-3210
027729	SPARKLE FOAM-FOYER REMODEL	02/27/25	5.37	10-5100-3210
027729	SPARKLE FOAM-FOYER REMODEL	02/27/25	14.85	10-5100-3210
027729	STICKY TACK-FOYER REMODEL	02/27/25	2.99	10-5100-3210
027729	STICKERS-CELEBRATION CREW	02/27/25	2.99	10-5100-3210
027729	STICKERS-CELEBRATION CREW	02/27/25	4.99	10-5100-3210
027729	FOAM LETTERS-CELEBRATION CREW	02/27/25	5.49	10-5100-3210
027729	SHADOW BOX-CELEBRATION CREW	02/27/25	14.99	10-5100-3210
027873	DESSERT TIER-CELEBRATION CREW	02/27/25	3.99	10-5100-3210
027873	DESSERT TIER-CELEBRATION CREW	02/27/25	5.99	10-5100-3210
027873	DESSERT TIER-CELEBRATION CREW	02/27/25	3.18	10-5100-3210
027873	DESSERT TIER-CELEBRATION CREW	02/27/25	3.59	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
1039-3996	REGISTRATION-PHOTOGRAPHY WORKSHOP	02/25/25	250.00	10-5102-2122
111424	TRAVEL-HOSTAGE NEGOTIATIONS TRAINING	11/14/24	44.23	10-5202-2123
111-9094529	VENT COVER	01/29/25	98.99	10-5302-3210
111-9142694	WELD KIT	02/06/25	59.99	10-5302-3210
111-9142694	HEADPHONES	02/06/25	9.99	10-5302-3210
111-9142694	SHIPPING	02/06/25	6.99	10-5302-3210
112-2042384	DRY ERASE BOARD	02/20/25	69.99	10-5100-3210
112-360523	VOICE RECORDING BUTTON	02/20/25	9.77	10-5100-3210
112-4146846	LATERAL FILE CABINET	02/19/25	119.98	10-5102-3220
112-4867317	FILE CABINET	02/19/25	39.49	10-5102-3220
112-4867317	BARREL CHAIRS	02/19/25	184.89	10-5100-3220
112-4867317	PRINTER STAND	02/19/25	55.59	10-5102-3220
112-4867317	FILE CABINET	02/19/25	99.49	10-5102-3220
112-4867317	SHIPPING	02/19/25	109.97	10-5102-3220
112-4867317	DISCOUNT	02/19/25	9.95-	10-5100-3220
112-5089682	L-SHAPED DESKS	02/19/25	619.98	10-5102-3220
112-5089682-1	RETURN-DESK	02/23/25	619.98-	10-5102-3220
112-7207005	HANGING WALL MOUNT	02/19/25	35.57	10-5100-3210
112-7207005	FILE FOLDERS	02/19/25	26.88	10-5100-3210
112-7207005	PICTURE FRAMES	02/19/25	35.94	10-5100-3220
112-7207005	COFFEE TABLE	02/19/25	109.98	10-5100-3220
112-7207005	STRETCHED CANVASES	02/19/25	53.95	10-5100-3220
112-7207005	COMPUTER DESK	02/19/25	59.99	10-5100-3220
112-7207005	SHIPPING	02/19/25	6.99	10-5100-3220
112-7207005	DISCOUNT	02/19/25	20.55-	10-5100-3220
114-7095350	FORENSICS FOR KIDS BOOKS-SRO FORENSICS CLASS	01/31/25	17.66	10-5202-3210
114-7750261	FLASHLIGHT	01/30/25	126.95	10-5201-3233
114-7750508	STAMP PADS-SRO FORENSICS CLASS	02/06/25	39.00	10-5202-3210
114-7750508	FAKE BLOOK-SRO FORENSICS CLASS	02/06/25	5.99	10-5202-3210
114-7750508	PH STRIPS-SRO FORENSICS CLASS	02/06/25	3.98	10-5202-3210
114-7750508	HANDHELD MAGNIFIERS-SRO FORENSICS CLASS	02/06/25	25.99	10-5202-3210
114-7750508	GOOGLY EYES-SRO FORENSICS CLASS	02/06/25	6.34	10-5202-3210
114-7750508	APPETIZER SWORDS-SRO FORENSICS CLASS	02/06/25	5.99	10-5202-3210
142252	REGISTRATION-APAW CONFERENCE	01/30/25	300.00	31-5402-2122
143165	STORM WATER CERTIFICATE	02/11/25	99.00	10-5305-2122
144497	STORM WATER MANUAL	02/26/25	125.00	10-5305-2122
14456	MEMBERSHIP RENEWAL-NLEFIA	02/25/25	50.00	10-5202-2122
2000120562	LEASH	02/27/25	32.99	10-5202-3210
2000120562	DOG BONE	02/27/25	25.98	10-5202-3210
2000120562	DISCOUNT	02/27/25	5.90-	10-5202-3210
2000120562	SHIPPING	02/27/25	12.65	10-5202-3210
2000128-35351302	MINI VOICE RECORDER-AWARDS BANQUET SUPPLIES	01/24/25	8.99	10-5100-3210
2000128-35351302-	RETURN-MINI VOICE RECORDER	01/24/25	8.99-	10-5100-3210
21673	FRITO LAY SNACKS-CITIZENS ACADEMY	01/21/25	11.99	10-5201-3210
21673	GRANOLA BARS-CITIZENS ACADEMY	01/21/25	4.49	10-5201-3210
21673	WATER-CITIZENS ACADEMY	01/21/25	3.79	10-5201-3210
21673	FRUIT BOWL-CITIZENS ACADEMY	01/21/25	8.99	10-5201-3210
354190	MEMBERSHIP RENEWAL-FBI NATIONAL ACADEMY	02/24/25	110.00	10-5202-3210
3606150132	DISPATCH CHALLENGE COINS	02/25/25	177.02	10-5201-3210
3606150138	DISPATCH APPRECIATION GIFTS	02/25/25	52.43	10-5201-3210
6393	MEAL	02/06/25	36.79	10-5102-2123
654848	NAME PLATE	02/03/25	31.00	10-5202-3210
654848	SHIPPING	02/03/25	6.00	10-5202-3210
66335	REGISTRATION-NASRO CONFERENCE	02/26/25	600.00	10-5202-2122
7281	MEAL	02/07/25	80.01	10-5102-2123
786879	CITY COINS	01/23/25	463.00	10-5100-3210
786879	MOLD FEE-CITY COINS	01/23/25	150.00	10-5100-3210
8388614	MEAL	01/15/25	38.80	10-5202-2123

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
91365	MEAL	02/21/25	25.00	10-5102-2123
91365	MEAL	02/21/25	25.00	10-5101-2123
MS0259132949	REGISTRATIONS-INTRO TO GOVERNMENT RECORDS MANAGE	02/05/25	259.00	10-5102-2122
MS0259132949	REGISTRATIONS-INTRO TO GOVERNMENT RECORDS MANAGE	02/05/25	194.25	10-5102-2122
WY54-00667753	SURE-FLEX FITTINGS	01/27/25	252.57	31-5402-3210
Total VISA-CONVERSE COUNTY BANK:			6,941.71	
VISIONARY COMMUNICATIONS INC				
1127296	PHONE SERVICE	02/01/25	815.68	10-5100-2134
1144393	PHONE SERVICE	02/01/25	176.62	10-5103-2158
Total VISIONARY COMMUNICATIONS INC:			992.30	
WAYNE COLEMAN CONSTRUCTION				
22-066-2	CLEARFIELD BOOSTER STATION PROJECT	02/25/25	66,406.00	31-5840-6544
22-066-2	RETAINAGE-CLEARFIELD BOOSTER STATION PROJECT	02/25/25	3,320.30	31-20000210
Total WAYNE COLEMAN CONSTRUCTION:			63,085.70	
WESTERN RADIATOR INC				
37466	RADIATOR FLUSH	02/19/25	135.00	10-5306-3210
Total WESTERN RADIATOR INC:			135.00	
WILDWOOD TREE SERVICE LLC				
022625	TREE REMOVAL	02/26/25	7,500.00	10-5306-2158
022625	TREE REMOVAL	02/26/25	13,560.00	10-5304-2158
Total WILDWOOD TREE SERVICE LLC:			21,060.00	
WW GRAINGER				
9321601032	DRUM PUMP	11/19/24	126.60	34-5340-3210
9321601032	COVERALLS	11/19/24	61.85	34-5340-3210
9321601032	COVERALLS	11/19/24	66.44	34-5340-3210
9321601032	DRUM DOLLY	11/19/24	611.45	34-5340-3210
9321601032	EPOXY	11/19/24	366.78	34-5340-3210
9386633854	TUBING	01/27/25	171.48	34-5340-3210
9386633854	COUPLING	01/27/25	31.44	34-5340-3210
9386633854	ELBOW	01/27/25	48.00	34-5340-3210
9386633854	ADAPTER	01/27/25	6.90	34-5340-3210
9386633854	CRIMP RING	01/27/25	20.54	34-5340-3210
9386633854	ADAPTER	01/27/25	12.14	34-5340-3210
9386633854	COUPLING	01/27/25	124.32	31-5401-3210
9386847314	MILWAUKEE COMBO KIT	01/27/25	213.00	10-5306-3210
9395227698	AIR FRESHENER REFILLS	02/04/25	168.80	10-5301-3210
9403135974	RETURN-COUPLING	02/11/25	31.44	34-5340-3210
Total WW GRAINGER:			1,998.30	
WY CHILD & FAMILY DEV INC				
012025-JAN	FUNDING ALLOCATION AGREEMENT	01/31/25	416.68	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			416.68	
WY DEPT OF TRANSPORTATION				
151319	LOCAL SHARE OF PARTICIPATING EXPENDITURES	02/03/25	153.41	10-5305-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WY DEPT OF TRANSPORTATION:			153.41	
WY MACHINERY COMPANY				
PO8421822	HYDRAULIC END	02/15/25	103.78	34-5340-3210
PO8421822	FREIGHT	02/15/25	2.08	34-5340-3210
PO8421823	HYDRAULIC END	02/15/25	103.78	34-5340-3210
PO8421823	FREIGHT	02/15/25	2.08	34-5340-3210
Total WY MACHINERY COMPANY:			211.72	
WY RIGGING & INDUSTRIAL SUPPLY				
24-1573	SLING	01/10/25	83.40	10-5305-3210
24-1573	SLING	01/10/25	135.80	10-5305-3210
24-1573	T-BOW SHACKLE	01/10/25	90.72	10-5305-3210
Total WY RIGGING & INDUSTRIAL SUPPLY:			309.92	
WY SECRETARY OF STATE				
020625	NOTARY RENEWAL	02/06/25	60.00	10-5106-3210
Total WY SECRETARY OF STATE:			60.00	
WY SUPREME COURT				
020125	AUTOMATION FEE	02/01/25	600.00	10-20000208
020125	CIVIL LEGAL SERVICE FEES	02/01/25	190.00	10-20000208
022725	AUTOMATION FEE	02/27/25	450.00	10-20000208
022725	CIVIL LEGAL SERVICE FEES	02/27/25	150.00	10-20000208
Total WY SUPREME COURT:			1,390.00	
YATES, BILL				
696228	BOOT REIMBURSEMENT	02/10/25	178.49	31-5402-3210
Total YATES, BILL:			178.49	
YOUTH DEVELOPMENT SERVICES				
012225-JAN	FUNDING ALLOCATION AGREEMENT	01/22/25	1,666.66	10-5110-8709
022025-FEB	FUNDING ALLOCATION AGREEMENT	02/20/25	1,666.66	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			3,333.32	
Grand Totals:			1,251,335.74	

Approved By _____
City Manager

Date _____



Agenda Item Report City Council – March 10, 2025

Item

Ordinance No. 1048: An Ordinance Amending Section 16.5.4.1(A) Pertaining to Fences and Walls, Third Reading

Responsible Staff Contact

Clara Chaffin

Recommendation

Recommend approval of Ordinance 1048 as presented on third reading.

Executive Summary

This ordinance removes language regarding the allowance of chainlink fences and placing the decision on the Community Development Director which could be considered arbitrary and capricious.

As requested during first reading, the language was changed slightly to ensure all types of materials could be used.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Recommend approval of Ordinance 1048 as presented on third reading.

Attachments

1. ORD 1048 Fences DRAFT 3rd Reading

ORDINANCE NO. 1048

AN ORDINANCE AMENDING SECTION 16.5.4.1(A) PERTAINING TO FENCES AND WALLS

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

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

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

Section 1. Section 16.5.4.1(A) of the Douglas Municipal Code is hereby amended to read as follows:

16.5.4 - Fences and Walls

16.5.4.1 General

A. Walls Considered Fences

Freestanding stone, brick, stucco, concrete, wood, composite, vinyl, chain link, etc., or other walls not required as retaining structures are considered fences. ~~Chain-linked fences may be allowed with approval by the Community Development Director as part of a Residential Site Plan or a Type A Development Plan if the Director finds that the proposed chain-linked fence will be consistent with existing fencing in the area of the subject property. All other chain-linked fencing shall be prohibited in all zoning districts in favor of more aesthetically appealing alternatives (wood, masonry, etc.), unless otherwise approved by the City Council as part of a Type B or B-LSR Development Plan or authorized by the City Council in approving a PLI (Planned Light Industrial) rezoning.~~

PASSED AND APPROVED ON FIRST READING this 10th day of February, 2025.

PASSED AND APPROVED ON SECOND READING this 24th day of February, 2025.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 10th day of March, 2025.

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

Published: _____

ATTESTATION

I, Sonya Ortega, 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.

Sonya Ortega, City Clerk

Proclamation

WHEREAS, The American Legion was founded in March 1919 in Paris, France, by The American Expeditionary Forces personnel stationed there who were dedicated to four pillars of service and advocacy for Veterans welfare and rehabilitation, National Defense, Children and Youth and Americanism; and

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

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

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

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

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

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

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

NOW, THEREFORE, I, Kim Pexton, Mayor of the City of Douglas, Wyoming, do hereby
proclaim March 15th as:

American Legion Day

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the
City of Douglas, Wyoming, to be affixed this 10th day of March, 2025.

ATTEST:

Kim Pexton, Mayor

Sonya Ortega, City Clerk



Agenda Item Report City Council – March 10, 2025

Item

Ordinance No. 1050: An Ordinance Amending Sections 8.20.050 and 8.20.060 Pertaining To Noticing Property Maintenance And Nuisance Abatement, First Reading

Responsible Staff Contact

Recommendation

Approve Ordinance 1050 as presented on first reading.

Executive Summary

Ordinance 1050 updates all codes related to the Code Compliance Officer. The Code Compliance Officer is replaced by the Community Service Officer to prepare for the enforcement change. Certain sections pertaining to buildings and structures are maintained within the Building Official's purview due to knowledge and expertise.

The ordinance also allows for expedited processing of repeat violations within a calendar year, reduces the untended growth of vegetation height from ten (10) inches to eight (8) inches, modifies the language for extension requests allowing staff to work with individuals on a case-by-case basis, modifies on-street parking for items related to outdoor recreation, and removes ambiguity.

Background

Integrating Code Compliance responsibilities into the Police Department's Community Service Officer (CSO) role will enhance efficiency, improve follow-up, and ensure consistent enforcement of City Codes. This shift will also provide additional coverage and support for animal control, strengthening overall service to the community. This approach reflects the City's commitment to proactive engagement and improved responsiveness.

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department

Project/Line Item(s)

Budgeted Amount

Anticipated Amount

Action Requested/Recommended Motion

Approve Ordinance 1050 as presented on first reading.

Attachments

1. ORD 1050 Code Compliance Repeat Violations DRAFT 1st Reading

ORDINANCE NO. 1050

AN ORDINANCE AMENDING CHAPTER 8.20 PERTAINING TO PROPERTY MAINTENANCE AND NUISANCE ABATEMENT REQUIREMENTS AND SECTION 10.48.070 PERTAINING TO PARKING OF RECREATIONAL AND UTILITY VEHICLES AND TRAILERS ON PUBLIC STREETS

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

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

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

Section 1. Chapter 8.20 – PROPERTY MAINTENANCE AND NUISANCE ABATEMENT REQUIREMENTS of the Douglas Municipal Code is hereby amended to read as follows:

8.20.010 Power to declare nuisances.

The city council shall have the power to declare nuisances by way of ordinance, including, but not limited to, the nuisances declared in this chapter.

8.20.015 Purpose.

The property maintenance and nuisance abatement requirements are designed to ensure public health, safety and welfare by regulating and governing the conditions and maintenance of property and improvements within the city; by providing standards essential to ensure that structures and properties are safe, sanitary and fit for occupation and use; to improve the appearance of the city; encourage a more attractive environment; improve quality of life, and increase the value of properties within the city.

8.20.017 Definitions.

As used in this chapter:

- A. "Abate" or "abatement" means the action taken to remove or alleviate a nuisance, including but not limited to, demolition, removal, repair, boarding and securing or replacement of property.
- B. "~~Code compliance officer~~Community Service Officer" includes such designated positions as are employed thereby for the enforcement of this city municipal code, or those individuals within the ~~community development department~~Police Department that are otherwise designated by the ~~city administrator~~City Manager to perform those functions.
- C. "Notice of violation" shall mean that written notice prepared by the city to provide notice to individuals determined to be responsible for a public nuisance, or requiring notice of such due to their position, of that public nuisance and the steps deemed necessary to correct such nuisance.
- D. Nuisance" or "public nuisance" means any condition or use of premises or of building exteriors which is detrimental to the property of others or which causes or tends to cause substantial loss in the value of other property in the neighborhood in which such premises are located or promotes urban blight and deterioration, or invites plundering, or creates fire hazards, or constitutes an attractive nuisance creating a hazard to the health and safety of minors, or creates a harborage for vermin, or to be injurious to the health, safety and general welfare of the public. This includes, but is not limited to, the keeping or the depositing on, or the scattering over the premises of any of the following:
 - 1. Any nuisance declared in this chapter or within the entire city municipal code;

2. Abandoned, discarded or unused objects or equipment including, but not limited to automobiles, furniture, stoves, refrigerators, freezers, cans, or containers.
- E. "Person" means any natural person, firm, joint venture, joint stock company, partnership, association, club, company, corporation, business trust, organization or the manager, lessee, agent, sergeant, officer, or employee of any of them, or any other entity that is recognized by law as the subject of rights and duties.
- F. "Occupier" shall mean that person(s) actually occupying the property.
- G. "Owner" or "property owner" shall mean that person(s) shown in Converse County tax records to be the recorded owner of the property. In the case of a landlord-tenant situation, regardless of any written lease, the landlord shall be solely liable for any violation maintained on the real property or other locations specified by this chapter.

8.20.020 Applicability and enforcement.

- A. The provisions of this chapter shall apply to all matters affecting or relating to the maintenance of buildings and premises and the abatement of nuisances.
- B. The ~~code compliance officer~~Community Service Officer shall be responsible for enforcing the provisions of this chapter and the ~~code compliance officer~~Community Service Officer is appointed as special municipal officer pursuant to Wyoming Statutes Section 15-1-103(l) to issue criminal citations in the enforcement of this chapter.

8.20.030 Investigations and inspections.

The ~~code compliance officer~~Community Service Officer and/or building official shall investigate complaints and conduct inspections of violations of the provisions of this chapter. Reports of such investigations and inspections shall be in writing. The ~~code compliance officer~~Community Service Officer and building official are authorized to engage such expert opinion as deemed necessary to report unusual technical issues that may arise, subject to the approval of the ~~city administrator~~City Manager.

8.20.040 Right of entry.

The ~~code compliance officer~~Community Service Officer is authorized to enter upon premises at reasonable times to investigate or inspect, with the permission of the owner, owner's agent, or occupant. The ~~code compliance officer~~Community Service Officer shall carry proper identification when investigating or inspecting premises in the performance of duties under this chapter.

8.20.045 Search warrant.

- A. The ~~code compliance officer~~Community Service Officer may make application to the municipal court for authority to enter upon land to examine nuisances for the purpose of making a determination as to whether a public nuisance exists and/or securing information as to the ownership of a vehicle or item thought to constitute a public nuisance and/or securing information as to the identity of the person or persons in control of the land where the vehicle or item is situated.
- B. The municipal court has authority to issue search warrants and other process necessary to enforce this chapter.
- C. A warrant shall issue only upon affidavit sworn to before a municipal judge that establishes the grounds for issuing the warrant. If the judge is satisfied that the grounds for the application exist or that there is probable cause to believe that they exist, he shall issue a warrant identifying the purpose of the search, and naming or describing the place to be searched. The warrant shall be directed to the ~~code compliance officer~~Community Service Officer authorized to enforce or assist in enforcing the laws of the state or of the city. The warrant shall state the grounds or probable cause for its issuance and the names of the persons whose affidavits have been taken in support thereof. The warrant shall command that the search take place forthwith. The warrant shall direct that it be served in the daytime, but for good cause shown, the warrant may direct that it be served at any time.

8.20.050 Notices form.

Whenever the ~~code compliance officer~~Community Service Officer is of the opinion that any condition is a public nuisance as defined within this code, the ~~code compliance officer~~Community Service Officer shall attempt to give written notice to the owner of the condition, if his or her address is known, to the owner of the land where the condition is located, or any person occupying property, or to any other person or entity known by the ~~code compliance officer~~Community Service Officer to have a security interest in the alleged public nuisance. Such notice shall include substantially the following information:

- A. The name of person who is the owner as disclosed in the tax records of Converse County, Wyoming, or otherwise recorded; the name of person who is occupier of property if known, or the name of person who has a security interest if known;
- B. The date of the inspection of the property;
- C. A description of the real property, by street address or otherwise, on which the nuisance exists;
- D. A statement that a certain condition is a nuisance within the provisions of this chapter and in the case of a vehicle, the notice should include make, year and vehicle identification number if reasonably possible and what must be abated;
- E. A statement that such nuisance must be abated within ten (10) days from the date on the notice;
- F. A statement that if the nuisance is not abated within the time provided, the city may abate the nuisance, and the cost of abatement may be charged to the owner of the nuisance or assessed against the land upon which the nuisance exists or both;
- G. A statement that a hearing upon the allegation of a public nuisance and the assessment of costs may be requested by giving written notice to the clerk of municipal court within ten (10) days from the date on the notice, and that a request must specify the property concerning which the request is made, the requesting party's name and address, and the nature of the interest held by the requesting party; that upon request a hearing will be scheduled to determine if a public nuisance exists and as to the assessment of administrative costs and the costs of abatement; that if a hearing is not so requested the right to a hearing shall be waived; and
- H. A statement that failure to abate the nuisance may result in a city abatement and/or criminal charges.
- I. A statement that any repetition of such violation within the same calendar year shall not be noticed but shall immediately be cited into Municipal Court.

8.20.060 Method of service.

- A. If, after inspection of the premises, the ~~code compliance officer~~Community Service Officer determines that a public nuisance exists, a notice of violation shall be served upon the owner of property on file with the Converse County Assessor for tax purposes, the occupant of the property if different than the owner, or both. Notice shall be served in one (1) or more of the following ways:
 1. Personal service by the ~~code compliance officer~~Community Service Officer; or
 2. If the owner of the property is a foreign or domestic business entity, the registered agent of the business entity, as held on record with the Wyoming Secretary of State's Office, may be served.
 23. Certified mail, return receipt requested, signature required; or
 34. Posting a copy of the notice in some conspicuous place on the offending property. In the case of vehicles, where practical, the notice shall also be affixed to the windshield or some other part of the vehicle where it can be easily seen. Where affixing the notice to a vehicle is impractical, and in the case of other nuisances, the notice shall be posted at the site or on the premises where the nuisance exists; or
 45. In the event that service cannot be perfected by any of the above listed methods, then notice of the violation and the contents thereof, shall be published in a newspaper of general circulation in the community one (1) time per week for two (2) consecutive weeks.

- B. Proof of notice shall be made naming the person to whom notice was given and specifying the time, place and manner thereof, by the certification of any officer or employee of the city, affidavit of any person over eighteen (18) years of age, naming the person to whom notice was given and specifying the time, place and manner thereof. Proof of notice shall be made in each case and maintained for a period of two (2) years from the date of abatement of the nuisance for which notice has been given.
- C. Receipt of service of the notice shall be deemed completed upon delivery by personal service, by mailing of the certified letter plus three (3) days, or upon the publication of the notice for the first time in the newspaper.
- D. Exception: Any repetition of a violation previously noticed under this section within the same calendar year shall not be noticed but shall immediately be cited into Municipal Court.

8.20.062 Owner to abate.

- A. Upon receipt of the notice as specified in Section 8.20.050, the owner of the property shall abate the nuisance, and provide proof thereof to the ~~code compliance officer~~Community Service Officer, within ten (10) days from the date specified in the notice of violation.
- B. In the event that the owner is unable to complete the abatement within the prescribed period of time, but has undertaken substantial steps toward abatement, the ~~code compliance officer~~Community Service Officer may grant an extension of the specified period of abatement for not more than an additional twenty (20) days, subject to such conditions as may be specified by the ~~code compliance officer~~Community Service Officer.
 - 1. Any extension of time shall be in writing, as shall be any conditions imposed thereon.
 - 2. No more than one (1) extension shall be granted.

Exception: Upon reasonable request and circumstances the Community Service Officer may approve longer extensions based on an adopted Extension Matrix approved by the City Manager.

8.20.064 Hearing procedure.

- A. The owner or occupant of property who has been served with a notice of violation pursuant to this chapter may, within ten (10) days from the date specified in the notice of violation submit a written demand to the municipal clerk of courts for a hearing on the question of whether a nuisance exists. If no appeal is filed within that period, the appeal shall be deemed waived.
- B. In the event that a hearing is demanded by the alleged violator, a hearing shall be scheduled with the municipal court within twenty (20) days from the date of receipt of the written demand. The matter shall not be continued, unless both the alleged violator and the city agree to such continuance.
- C. At such hearing, all parties and the city shall be afforded an opportunity to present evidence, to cross-examine and present argument; provided that all persons testifying shall be sworn; irrelevant, immaterial or unduly repetitious evidence shall be excluded. Any violator may appear with counsel if desired.
- D. The burden shall be on the city to prove the existence of a nuisance by substantial evidence.
- E. After hearing the evidence and argument in the matter, the municipal court shall make a finding as to the existence of a nuisance, and may make findings as to the abatement procedure proposed by the city or the alleged violator, the costs to be determined by the court within a time certain, to be allocated, and the time in which such abatement will be completed by the alleged violator, if not completed by the time of the hearing. If a nuisance is found to exist, the time for completion allowed by the court shall not exceed ten (10) days from the date of the final order. In the event a nuisance is confirmed, administrative and removal costs to the city may also be assessed at the hearing should the owner or occupant fail to remove the nuisance pursuant to the final order. If it is found that a public nuisance does not exist, abatement authority shall be denied.
- F. Appeals from adverse decisions rendered by the municipal judge may be made to the district court in the same manner as an appeal from an adverse decision rendered by an agency in a contested case under the provisions of Section 16-3-114 of the Wyoming Statutes, 1977.

- G. In the event a request for hearing or appeal, as provided, is not filed, the right to a hearing shall be considered to have been waived.

8.20.070 Correction or abatement by city—Recovery of costs.

- A. Any abatement of nuisance by city shall be in accordance with the proposal specified in the notice of violation, or such other means as is found to be reasonable at the time of abatement. The city shall make an effort to abate the nuisance at the least destructive or intrusive manner as is reasonable under the circumstances.
- B. Any materials removed and salvaged by the city in the abatement of the public nuisance may be sold for salvage and the proceeds deposited into the general account of the city. Those funds shall be applied to offset the cost of the abatement by the city, with any excess funds being sent to the owner of the property.
- C. The city shall be entitled to employ private contractors to assist in the abatement of the public nuisance and use salvage funds to reimburse the expenses incurred therein. If private contractors are utilized, the city shall impose a twenty (20) percent administrative fee on the offending property owner.
- D. after compilation of the costs and charges incurred by the city for the abatement of the public nuisance, offset by any receipt of funds for salvaged materials, the city shall mail by certified mail, return receipt requested to the owner of the property a statement of the outstanding balance owed by the owner to the city for the nuisance abatement. Such balance shall be due and owing not more than thirty (30) days following the mailing of the notice. The statement shall also include a statement of the rights of the owner to appeal such amounts as have been expended on the abatement of the nuisance within ten (10) business days of the date of mailing.
- E. If the owner of the property wishes to contest the amount that was expended on the nuisance abatement, or the amount received from the salvaged materials, he may file a written notice of appeal, in person or by certified mail, with the clerk of the municipal clerk within ten (10) business days from the date of mailing of the statement of charges. If no appeal is filed within that period, the appeal shall be deemed waived and the statement amount shall be immediately due and owing to the city.
- F. If the owner files an appeal of the amount owed, then the matter shall be set for hearing with the municipal judge within twenty (20) days from the date the notice is received by the clerk.
- G. If payment in full is not received by the city within thirty (30) business days from the time the statement became final, then such shall be entered as a lien against the property and filed with Converse County. Further, the city may take appropriate action to collect the same, including, but not limited to, referral to a collection agency, reducing costs to judgment, or making the costs a special assessment or lien on the property involved. The foregoing cost, judgment, assessment or lien shall be in addition to any other penalty imposable under this chapter or any other lawful statute.

8.20.080 Penalty for noncompliance.

- A. It shall be the duty of any person receiving a notice of a public nuisance as provided in this chapter to comply with the provisions of the notice and to respond to such notice within ten (10) days from the date on the notice, and if such person shall fail or refuse to abate such nuisance within ten (10) days from the date on the notice without just cause or within an extension of time given by the city ~~code compliance officer~~Community Service Officer, or the time established by the municipal judge after a hearing, such failure is declared to be unlawful and shall constitute a misdemeanor. Every twenty-four (24) hour period such nuisance persists to exist shall constitute a separate violation.
- B. It is unlawful and shall constitute a misdemeanor for any person, within ten (10) days from the date on the notice, to remove any vehicle or junk from private property to any other private property upon which storage is not permitted, or onto any public property.
- C. A violator may be assessed a fine of up to seven hundred fifty dollars (\$750.00). In addition to the fine, the court may also order the nuisance abated and assess any costs incurred by [the] city to abate nuisance if the nuisance is not abated by the violator. All fines obtained on convictions under this

section shall be forwarded to the city's general fund to be utilized for costs the city incurs for nuisance abatement.

8.20.090 Reserved.

Editor's note(s)—Ord. No. 916, § 12, adopted May 14, 2012, repealed section 8.20.090 which pertained to transfer of ownership and derived from Ord. 744 (part), 2005.

8.20.095 Waiver of abatement costs.

- A. Notwithstanding the other provisions of the ordinance codified in this section, the cost of abating a nuisance shall be waived for those Wyoming residents meeting the same resource eligibility requirements under W.S. 39-11-109(c)(ii) through (vii). All persons wishing to qualify for waiver of nuisance abatement costs must:
1. Furnish proof of the age and/or income requirements as set forth in W.S. 39-11-109(c)(ii) through (vii);
 2. Must own, or be in the process of purchasing the property from which the nuisance is abated; and
 3. Be living on the property from which the nuisance is abated.
- B. Applications for waiver of nuisance abatement costs shall be filed with the ~~city administrator~~City Manager on forms supplied by the city, within ten (10) days after receipt of a notice of assessment. All information required to be given on such form shall be supplied and verified by the applicant. The maximum amount that may be waived under this section for any one (1) parcel of real property or any one (1) person shall be five hundred dollars (\$500.00) per calendar year and shall be the determination of the ~~city administrator~~City Manager or the municipal judge.

8.20.097 Personal liability of owner.

The owner of the property on which a public nuisance was abated by the city shall be personally liable to the city for the reasonable costs incurred as a result of that abatement.

8.20.099 Removal—Voluntary consent—Affidavit.

The author of a nuisance may voluntarily consent to its removal by the city. To give such consent, all responsible persons of the property shall execute an affidavit acceptable to the ~~city administrator~~City Manager, stating that there are no other responsible person(s) of the property; that the responsible person(s) waive the right to hearing under Section 8.20.064; that the responsible person(s) will reimburse the city for the actual costs of removal and administrative overhead attributable to removal; and that reimbursement will be made to the city within thirty (30) days of removal. The affidavit shall contain an agreement by the responsible person(s) to indemnify the city for any loss, damage or expense alleged by any person as a result of removal or disposal. The affidavit shall release the city from any and all liability on account of the removal and disposal of a nuisance.

8.20.100 Vacant and occupied structures and land.

The Building Official/Inspector under the supervision of the Community Development Director shall enforce this section.

All property or premises, vacant or occupied, shall be maintained in a clean, safe, secure and sanitary condition so as not to adversely affect health and safety. All doors, windows and other openings of vacant structures shall be secured to prevent unauthorized entry. Any person who maintains or permits the existence of the prohibited dangerous condition herein is in violation of the 1997 Uniform Code for the Abatement of Dangerous Buildings and the procedure for abatement of such condition shall be pursuant to such Code. Failure to comply with an order issued under such Code shall be a violation of Section 15.09.020 of the Douglas Municipal Code.

8.20.102 Other methods of abating nuisances.

Nothing in this title shall be deemed to limit the use of other lawful methods of abating nuisances, including, but not limited to, taking action in district court.

8.20.104 Severability.

If any section, subsection, sentence, clause, phrase or portion of the ordinance codified in this chapter is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance codified in this chapter.

8.20.110 Offensive drains, pools and sewers—Grading and drainage.

- A. It is unlawful to cause or permit any cellar, private drain, ditch, pool, sewer or other thing or place upon any premises to become foul, offensive, or injurious to public health.
- B. All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon. It is unlawful to permit water to stand on any lot or premises until such water becomes foul or offensive or injurious to the public health, or to allow water to collect in any container on any lot or premises until such water supports mosquito breeding.
- C. Roof water shall not be discharged in a manner that creates a public nuisance.

Exception: Approved retention areas and reservoirs.

8.20.120 Open cellars, pits or vaults.

It is unlawful to leave, keep open, or cause to be left open, unattended or unprotected any cellar door, pit, grating or cap of any vault or other subterranean opening so that passersby may fall in or may be in danger of falling into such opening.

8.20.130 Protection for excavations.

It is unlawful to make any excavation, dig any hole, drain, ditch or other opening without providing proper protection by a fence or suitable safety obstruction around such excavation in such a manner as to prevent persons or vehicles from falling into the same. Such fences or safety obstructions shall be readily visible at any time of the day or night by pedestrians, motorized and nonmotorized traffic.

8.20.140 Individual sewage disposal systems.

It is unlawful to operate or use any individual sewage disposal system, privy or sewage vault within the city limits, unless authorized by the city.

8.20.150 Discharging offensive fluid matter.

It is unlawful to discharge or permit to be discharged or flow from any premises into or onto any adjacent property, any foul, noxious or malodorous liquid or any fluid matter that is or may become offensive.

8.20.160 Accumulation of refuse, garbage, and debris and junked vehicles.

It is unlawful for any person owning or occupying a lot or premises, or for that person's agent, to permit or cause the accumulation of garbage, refuse, or debris as defined in this section upon the lot or premises which causes or tends to cause substantial loss in the value of other property in the neighborhood in which such premises are located or which is found to be injurious to the health, safety and general welfare of the public. Nothing in this section is intended to prohibit the accumulation of such garbage, refuse or debris in or upon establishments or premises lawfully authorized for the purpose of treating or disposing of accumulated garbage, refuse or debris such as authorized junkyards and landfills.

"Debris" means discarded automobile parts or tires, household appliances, furniture or equipment, billboard refuse, silt from automobile washracks, dead animals, large or bulky boxes, barrels, tanks or containers, any refuse resulting from the wrecking, construction or reconstruction of any building, fence, sidewalk or structure of any kind or character, or any discarded refuse of a highly explosive or inflammable

nature, or anything whatsoever which may be found to be unsanitary, dangerous or injurious to the health, safety and general welfare of the public.

"Garbage" means any and all kitchen refuse, waste food, offal or animal matter or anything whatsoever which may decompose and become offensive, foul, unsanitary or dangerous to health.

"Refuse" means any and all grass clippings, leaves, weeds, or other yard waste, hay, straw, paper, rubbish, containers, glass, cans, bottles and any and all other material commonly known as rubbish or refuse of any kind, except as excluded in this chapter.

8.20.165 Junked vehicles, and unlicensed or inoperative vehicles.

It is unlawful for any person owning or occupying a lot or premises, or for that person's agent, to permit or cause the accumulation of junked vehicles upon the lot or premises. Nothing in this section is intended to prohibit the accumulation of such junk vehicles in or upon establishments or premises lawfully authorized and/or expressly permitted.

- A. "Junked vehicle" means any vehicle originally designed or constructed to be self-propelled, regardless of whether it contains an engine, including, without limitation, automobiles, trucks, buses, motor homes, motorized campers, motorcycles, motor scooters, tractors, snowmobiles, dune buggies, off-road vehicles, and boats on private property which are found to either:
 - 1. Be wrecked, abandoned, dismantled, partially dismantled, discarded, or inoperative;
 - 2. Promote blight and deterioration;
 - 3. Invite plundering;
 - 4. Create fire hazards;
 - 5. Create a harborage for insects, rodents, skunks and other vermin;
 - 6. Constitute an attractive and dangerous nuisance creating a hazard to the health and safety of minors; or
 - 7. Which causes or tends to cause substantial loss in the value of other property in the neighborhood in which such premises are located or which is found to be injurious to the health, safety and general welfare of the public.
- B. For purposes of this section, any one (1) of the following nonexclusive circumstances existing prior to, or at the time notice is delivered, shall be considered evidence that a vehicle upon private property constitutes a public nuisance:
 - 1. Not less than thirty (30) days have passed without the vehicle being removed or screened;
 - 2. A vehicle which is totally or partially suspended above the ground by jacks, blocks or other devices, except for a vehicle undergoing active repair, for up to forty-eight (48) hours when the same is being repaired;
 - 3. A vehicle which does not display a current license plate, tag or valid temporary permit, except those in possession of licensed dealers for the purpose of sale at the place licensed for the sale;
 - 4. A vehicle which is inoperative, or in a state of major disassembly or disrepair, or which is in the process of being stripped or dismantled, other than for up to thirty (30) days when repairing the same; or
 - 5. A racecar that is not currently actively engaged in racing and equipped for racing with roll cage, windows removed, driver's name, sponsors and/or number displayed. Any racecar shall be concealed behind a six (6) foot opaque fence or within an enclosed building, with the exception of not more than ten (10) days prior to or following the date of the race event.
 - 6. Demolition derby cars; or vehicles in an operable condition specifically adapted or constructed for exclusive operation on raceways, or parts thereof shall be considered junked vehicles ten days (10) following the demolition race in which they were used.

Demolition derby cars shall not be permitted on residential property more than fourteen (14) days prior to the event in which the demolition derby racecar is entered. Proof of event registration may be required.

Within no more than ten (10) days following the date of the race event, any demolition derby car shall be concealed behind a six (6) foot opaque fence or within an enclosed building.

C. Exceptions. This section does not apply to:

1. Vehicle storage incident to an automobile sales, towing, storage or repair business operated in compliance with all applicable law; or
2. The storage of wrecked, junked or inoperative vehicles by a lawful salvage business operating in compliance with all applicable law; or
3. For use in refurbishing and restoring vehicles as a hobby, a property owner may keep on his/her property no more than two (2) unlicensed or inoperative vehicles and materials involved with the repair and restoration of those vehicles, provided the vehicles and materials are effectively concealed from view.

"Effectively concealed from view" means any vehicle which is maintained in such a manner that it does not constitute a health hazard, does not attract children, rodents or pests, and which is located so that it is not readily visible from a public place or surrounding private property, or is enclosed in a building, or is completely covered with an intact, opaque cover designed for said vehicle (e.g., custom fit car cover), or is concealed behind appropriate opaque fencing.

8.20.170 Burning garbage and refuse.

It is unlawful for any person to burn or cause to be burned any garbage, waste, packing material, trash, refuse, discarded boxes or other materials within the corporate limits of the city without first having obtained written permission from the fire chief.

8.20.175 Private roads.

Private roads are defined as any way or place, whether paved or unpaved, in private ownership and maintenance used for vehicular travel by the owner and those having express or implied permission from the owner, which provides access to three (3) or more residences, and which is not dedicated as a city street.

Maintenance of private roads shall be the sole responsibility of the landowner(s).

All private roads shall, at a minimum and unless otherwise specified in this code, be graded in such a way as to be maintained free from potholes, ruts, and other obstructions, and to provide adequate drainage from the road surface for the provision of safe and convenient vehicular access from abutting streets for area residents, emergency responders, and utility providers. Road surfaces shall be comprised of a minimum of three (3) inches of compacted gravel or an alternative aggregate approved by the city engineer, with appropriate measures to control dust. Dirt, mud, gravel or aggregate tracked onto paved, public streets must be removed as soon as practical.

Upon notification of violation of these conditions, the owner of said roads shall have ten (10) days from the date of the notice to bring the streets into compliance, as outlined in Section 8.20.062 of this code. As specified in that section, one (1) twenty (20) day extension may be granted by the ~~code compliance officer~~Community Service Officer. Any additional extension shall be based on extraordinary circumstances and at the discretion of the ~~Community Development~~Police Department. In the event that the road is not timely brought into compliance, the city shall have recourse to all enforcement options enumerated within title 8.20 of this code.

8.20.180 Sidewalks, driveways and parking lots.

- A. All sidewalks, walkways, stairs, driveways, parking lots and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- B. It is unlawful to allow dirt, rubbish or refuse of any kind to be thrown, swept or pushed into the street adjacent to any store or place of business by the owner, manager or any employee or agent thereof.

Each business establishment is held responsible for keeping the sidewalk and gutter adjacent to such building free of any accumulation of dirt, papers or refuse.

8.20.190 Removal of snow and ice.

- A. Sidewalks. Owners and/or occupants of property abutting a sidewalk shall, after a snowfall, remove snow, ice or slush from such sidewalks and maintain them free of the same. All persons or entities owning, occupying, or having control of certain premises, a building or an empty lot located within commercial zones in the city shall clear the sidewalks of snow, in front of or on the side of said premises, building or empty lot located adjacent to a public street after any snowfall accumulation by five (5:00) a.m. the following day. All persons owning, occupying, or having the control of premises, a residence, a building or empty lot located within all other zones in the City of Douglas shall cause such snowfall accumulation to be removed from sidewalks on the boundary of their premises, residence, building or empty lot within five (5) days. If any owner or occupant of the property fails to comply with this subsection, the city may, after a reasonable effort to contact the owner and/or occupant either in person or by telephone, have the snow ice or slush removed and charge the owner or occupant for the costs thereof, as provided in Section 8.20.070.
- B. Except as provided for in subsection C below, it is unlawful for any person to remove snow from private property and place the same on a public right-of-way or without adequate arrangements for the immediate removal thereof. For the purposes of this section, public right-of-way means the area on, below, or above a public roadway, highway, street, alley, bridge, sidewalk, or utility easement dedicated for compatible uses, but excepting therefrom any area between the sidewalk and the public roadway.
- C. Persons owning or leasing property within the commercial zone for the city, as defined by the official City of Douglas zoning map, shall be allowed to push the snow, ice, and slush from their sidewalk into the public street subject to the following conditions:
 - 1. The snow must be pushed into the street as provided for herein by five (5:00) a.m. on the following day of a snow;
 - 2. Snow may only be pushed into the streets from concrete or asphalt surfaces.

8.20.200 Weeds—Composting exception.

- A. For the purpose of this chapter, the following words and phrases shall have the meaning respectively ascribed to them by this section:
 - 1. "Native areas" means those areas adjacent to the city's open drainageways and areas of natural groundcover, and/or areas of extreme topography.
 - 2. "Drainageways" means a route or course along which water moves or may move to drain a region.
 - 3. "Wood plants" means perennial plant materials such as trees, shrubs, vines and groundcovers with woody fiber, which serve as desirable flora components of an urban landscape.
- B. Weed Removal. All premises and adjoining property, including the space between such property and the street and that portion of the alley adjoining such property, and the sidewalk areas abutting thereon, shall be maintained free from weeds and untended growth of vegetation in excess of ~~ten~~ eight (108) inches in height. The presence of such weeds may create a fire, safety or health hazard, or may attract vermin either on the property, on neighboring properties, or on both. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs, provided, however, this term shall not include cultivated flowers, gardens and lawns. Nothing in this subsection is intended to prohibit the use of tall, decorative grasses or plants as part of a landscaping or xeriscaping scheme.

Exception. Tracts of land greater than two (2) acres in size which are unsubdivided and unimproved and/or subdivided but unimproved, and under single ownership. Fire break required as per subsection C.

- C. Fire Break Required.

1. It is the duty of every owner of any lot, or parcel of ground in the city, to mow and maintain a strip for a fire break between their private property and the native areas adjoining the property. The width of the fire break shall ~~be determined by the Community Development Department, and shall be based on the height, type and amount of growth, wind and geographical conditions, and type of exposure threatened~~no less than ten (10) feet from the property line into the property.
 2. Tracts of land greater than two (2) acres in size which are unsubdivided or subdivided and unimproved, and under single ownership shall be mowed a minimum of ten (10) feet from the property line into the property or twenty (20) feet when adjacent to residential neighborhoods ~~unless otherwise specified by the Community Development Department as per subsection C.1.~~
 3. Drainageways, excluding the North Platte River, shall be mowed a minimum of ten (10) feet extending out from the top of the bank. When drainageways are adjacent to residential neighborhoods, they shall be mowed a minimum of twenty (20) feet extending out from the top of the bank. Woody plants located within this area are exempt from having to be mowed. The code enforcement officer, for reasons of erosion, spoilage of natural groundcover, etc., can deem the mowing of the drainageway to be impractical, and exempt from the mowing requirement.
 4. Native areas and/or areas of extreme topography, as determined by the Community Development Department, and the natural vegetation contained therein, are exempt from the weed removal and height limitation provisions of this chapter with the exception of subsection C.1.
- D. Composting Exception. The provisions of subsection A. do not prohibit the maintenance of a compost pile on residential property, so long as the compost pile does not create a hazard and is:
1. Contained;
 2. Maintained so as not to produce offensive odors or attract flies or vermin;
 3. Located, insofar as reasonably possible, so that it is not visible from abutting properties or streets;
 4. Maintained in compliance with all rules, regulations and procedures that may be promulgated by the public works director.

8.20.205 Trees and shrubs.

- A. Definitions. For this chapter, the following words and phrases shall have the following meanings:
1. "Arborists" are herein defined as any person, firm, or corporation engaged in the business of cutting, trimming, pruning, spraying, injecting chemicals, or removing trees or shrubs for compensation.
 2. "City property" means all city-owned property, including parks, and dedicated rights of way and other real property.
 3. "Park trees" are hereby defined as trees, shrubs, bushes and all other woody vegetation in public parks and all areas owned by the city.
 4. "Public Nuisance" means any dangerous or unsafe tree or portions thereof on streets or alleys, in parks, on other public places, and private property, or posing a hazard thereof; any destructive or communicable disease or pestilence which endangers the growth, health, life, or well-being of trees or shrubs in the city.
 5. "Street trees" are hereby defined as trees on land lying between property lines on either side of all streets, avenues, alleys, or right of ways within the city.
 6. "Tree Topping" is described as the severe cutting back of limbs to stubs larger than three (3) inches in diameter within the crown to such a degree so as to remove the normal canopy and disfigure the tree.
- B. Trees to be Trimmed. Every owner or occupant of any real property shall trim all trees on property owned or occupied by him which are overhanging the sidewalks, streets or alleys so that the branches

thereon will not interfere with pedestrians or public travel. Same shall be trimmed so that all parts shall be at least eight (8) feet above any sidewalk it may overhang. Same shall be trimmed so that all parts shall be at least fourteen (14) feet above any street or alley it may overhang.

If a tree, or any of its parts, adjoining boulevards, or alley ways, on private property in any way causes a hindrance to the general public, or in any way endangers the security and usefulness of any public street, highway, alley, utility, or sidewalk, the same is hereby declared a nuisance. The city shall issue a written notice requiring the owner or agent to correct or remove said nuisance within ten (10) days, unless such nuisance constitutes a traffic safety hazard, in which case the owner shall be required to abate the hazard within three (3) days. If the owner or agent does not correct said nuisance within the time specified, the city shall cause the same to be corrected or removed, and the costs thereof shall be billed to the property owner at a rate equal to one and one half (1½) times or a citation will be issued by the ~~code compliance officer~~Community Service Officer.

- C. Tree Topping. It shall be unlawful for any person, firm, or city department to top any tree on public property. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where proper pruning practices are impractical may be exempted from this ordinance at the determination of the Parks Department.
- D. Hedges and Shrubbery. Every owner or occupant of any real property shall trim all hedges and shrubbery adjacent to public sidewalks so that no part of said hedges and/or shrubbery shall extend over any part of a public sidewalk in the city and/or streets and alleys so that no part of said hedges and/or shrubbery shall extend over any part of a street or alley. In case of corner lots, there shall be no hedges or shrubbery within the triangle, having its sides fifteen feet (15) each way from the corner of said lot facing the two (2) streets, and there shall be no other plants over two feet (2) high within such triangle.
- E. Injury to Trees or Shrubbery. It is hereby declared unlawful for any person, not the owner thereof, or without lawful authority to do so, to willfully injure, destroy, deface, disfigure or demolish any fruit, shade or ornamental tree or shrub, growing, standing or being either on private ground or any street, parking area, public park or place within the city.
- F. Attachment of Signs, Notices, Wires or Ropes. It shall be unlawful to attach any sign, advertisement, or notice to any tree or shrub on city property. It shall be unlawful to attach any wire or rope to any tree or shrub in any public street, parkway, or other city property without the approval of the Parks Department.
- G. Street Corners. Trees and bushes shall be trimmed in a manner which does not prevent visibility at street corners or intersections.
- H. Fire Hydrants. Trees and bushes shall be trimmed in a manner which provides clear visibility of and accessibility to hydrants.
- I. Existing Trees. Trees in existence and growing at the date of the ordinance from which this section is derived shall be exempt from setback requirements.

8.20.210 Rodent and insect harborage.

- A. The interior of all buildings and structures shall be kept free from insect and rodent harborage and infestation where such infestation threatens the public health, safety or welfare. Where rodents or insects are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate insect and rodent harborage and prevent reinfestation.
- B. All exterior premises shall be kept free from infestation of insects, rodents and other noxious pests where such infestation threatens the public health, safety or welfare.
- C. Any person who maintains or permits the existence of the prohibited dangerous condition herein is in violation of the 1997 Uniform Code for the Abatement of Dangerous Buildings and the procedure for abatement of such condition shall be pursuant to such Code. Failure to comply with an order issued under such Code shall be a violation of Section 15.09.020 of the Douglas Municipal Code.

8.20.215 Interior sanitation.

The Building Official/Inspector under the supervision of the Community Development Director shall enforce this section.

- A. The interior of every building or structure shall be maintained free from any unsafe or unsanitary accumulation of refuse and garbage.
- B. All sanitary facilities shall be installed and maintained in a safe and sanitary condition.
- C. Any person who maintains or permits the existence of the prohibited dangerous condition herein is in violation of the 1997 Uniform Code for the Abatement of Dangerous Buildings and the procedure for abatement of such condition shall be pursuant to such Code. Failure to comply with an order issued under such Code shall be a violation of Section 15.09.020 of the Douglas Municipal Code.

8.20.220 Structure exteriors, accessory structures, fences and walls.

The Building Official/Inspector under the supervision of the Community Development Director shall enforce this section.

- A. Structure exteriors, including fences and walls, shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to public health, safety or welfare.
 - 1. All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in good condition.
 - 2. Exterior stairways, decks, porches and balconies, and all appurtenances attached thereto, shall be maintained structurally sound, and in good repair.
 - 3. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair.
 - 4. Basement hatchways that provide access shall be equipped with devices that secure the unit from unauthorized entry. Such basement hatchways shall also be maintained to prevent the entrance of rodents, rain and surface water.
- B. All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.
- C. Any person who maintains or permits the existence of the prohibited dangerous condition herein is in violation of the 1997 Uniform Code for the Abatement of Dangerous Buildings and the procedure for abatement of such condition shall be pursuant to such Code. Failure to comply with an order issued under such Code shall be a violation of Section 15.09.020 of the Douglas Municipal Code.

8.20.230 Dilapidated structures.

The Building Official/Inspector under the supervision of the Community Development Director shall enforce this section.

Buildings or structures that are so deteriorated, damaged, dilapidated, or in need of repair so as to present a threat to the public health, safety and welfare of the community constitute a nuisance and shall be abated by repair, rehabilitation or demolition as provided in Chapter 15.09 of this code.

Section 2. Section 10.48.070 of the Douglas Municipal Code is hereby amended to read as follows:

10.48.070 Parking of recreational and utility vehicles and trailers on public streets.

The purpose of this section is to address health, safety, and welfare concerns related to snow removal, street sweeping, traffic movement, ingress and egress from private property on to public right-of-ways, police observation of property, masking the presence of abandoned or inoperable vehicles, property values, and blight. The Code ComplianceCommunity Service Officer shall have the authority declare a nuisance and enforce items listed in this section.

"Unit" means a recreational vehicle, recreational trailer, motor home, bus, detached camper, boat, construction trailer, utility trailer, horse trailer, oversize vehicle, or similar vehicle or trailer.

- A. Not more than one (1) unit may be parked within the paved portion of a public street adjacent to a building site and/or to the property to which the unit registration displays.
- B. Units must be legally registered and have the ability to be moved under their own power or the power of a motorized vehicle.
- C. Units shall not be parked in a manner that creates a vehicular or pedestrian traffic hazard.
- D. No units described in this section shall be parked on any arterial street.
- E. None of the units described in this section shall be used for dwelling or residential purposes.
- F. Short term parking, of no more than ~~three~~ five (35) consecutive days of any thirty-day period, of units as defined in this section related to outdoor recreation, is permitted provided such parking does not constitute a safety hazard, does not create a nuisance, and does not conflict with provisions of this Code. Any parking in excess of this time period is prohibited and is considered a nuisance.
- G. Short term parking, of no more than three (3) consecutive days of any thirty-day period, of units as defined in this section not related to outdoor recreation, is permitted provided such parking does not constitute a safety hazard, does not create a nuisance, and does not conflict with provisions of this Code. Any parking in excess of this time period is prohibited and is considered a nuisance.
- GH. Construction units may be parked at a site, other than that which it is registered to, where it is actively being utilized as part of a working construction site for which a building permit has been issued. The unit shall be removed as soon as its use is deemed unnecessary by the ~~Code~~ Compliance Officer/Building Official. Construction units shall not create a safety hazard, create a nuisance, or conflict with provisions of this Code.

PASSED AND APPROVED ON FIRST READING this 10th day of March, 2025.

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

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

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

Published: _____

ATTESTATION

I, Sonya Ortega, 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.

Sonya Ortega, City Clerk



Agenda Item Report City Council – March 10, 2025

Item

Ordinance No. 1049: An Ordinance Amending Section 16.6.9.2(C) Pertaining to Animal Keeping by Conditional Use Permit, Third Reading

Responsible Staff Contact

Clara Chaffin

Recommendation

Recommend approval of Ordinance 1049 as presented on third reading.

Executive Summary

Ordinance 1049 modifies the animal code in Title 16 to allow falconry with a conditional use permit. All applicants will be required to comply with all State Statutes, Wyoming Game & Fish, and U.S. Fish & Wildlife Service requirements.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Recommend approval of Ordinance 1049 as presented on third reading.

Attachments

1. ORD 1049 Falconry CUP DRAFT 3rd Reading 20250310

ORDINANCE NO. 1049

AN ORDINANCE AMENDING SECTION 16.6.9.2(C) PERTAINING TO ANIMAL KEEPING
BY CONDITIONAL USE PERMIT

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

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

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

Section 1. Section 16.6.9.2(C) of the Douglas Municipal Code is hereby amended to read as follows:

16.6.9 – Animals

16.6.9.2 Animal Keeping

C. Animal Keeping By Conditional Use Permit

The keeping, stabling, and corralling of any of the following animals within the City limits shall be prohibited and shall be considered a nuisance in any zoning district:

- Big game animals, exotic species, fur bearing animals, game birds, predatory animals, protected animals, small game animals, trophy game animals, or wildlife as defined in W.S. § 23-1-101 unless otherwise permitted.

The keeping, stabling, and corralling of any of the following animals within the City limits shall be prohibited and shall be considered a nuisance in any zoning district except in the A (Agriculture) or zoning districts unless the same have been approved as a conditional use permit in any other zoning district:

- Horses, hogs, sheep, llamas, cows, goats, ponies, mules, and donkeys, ~~and~~ other similar barnyard animals, and falcons.

All conditional use permit applications for the keeping of any of the above listed animals shall be subject to the following:

- Conditional Use Permit**
Any persons wishing to keep animals listed above in this Section 6.9.2.C on any property that is not zoned A (Agriculture) or RR (Rural Residential) must apply for a conditional use permit pursuant to the application, review, and approval procedures and requirements of Section 3.15 of this Code.
- Conditions and Restrictions of Conditional Use Permit**
Upon the issuance of a conditional use permit for the keeping of animals, the City Council may place such conditions and restrictions upon the permit as it deems reasonable and necessary, including, but not limited to, the following:
 - a. The number and types of animals;
 - b. Required barriers and facility structural specifications;
 - c. Setbacks;
 - d. Lot size, with a requirement of a minimum lot size of twenty thousand (20,000) square feet for keeping of large animals such as horses or cows for extended periods of time;
 - e. Animal health certificate by licensed veterinarian;
 - f. Provisions for the removal of excrement from the property on a regular basis; and
 - g. Any other matter which the City Council deems reasonably pertinent or relevant to the issuance of the permit.
- Compliance with State and Federal Requirements**
The requirement to obtain a conditional use permit for animal keeping shall be in addition to the requirement to comply with all other state and federal permits, statutes and regulations regarding the care and keeping of such animals for which a permit is sought.
- Exceptions**

- a. **Commercial Operations**
Commercial animal use operations (including, but not limited to, sale barns, veterinary hospitals, animal grooming facilities, and pet stores) shall not be required to obtain a permit under this section, provided such operations are located in zoning districts wherein such use is an allowed use as identified in Table 4-4 in Chapter 4 of this Code.
 - b. **Service Animals**
The requirements of this Section 6.9.1 shall not apply to service animals. Service animals may or may not be registered as a service animal.
- v. **Additional Considerations**
In zoning districts wherein commercial animal use operations are allowed as permitted conditional uses, owners or operators shall first obtain a conditional use permit from the City according to the requirements contained in this section. The granting of such a permit shall be at the discretion of the City Council, who shall take into consideration the type of construction to be employed as it relates to sanitation and the manner in which animals or livestock are to be housed, as well as such zoning regulations or regulations concerning animal use operations as may be adopted by the governing body from time to time.
- vi. **Conditional Use Permit Approval**
 - a. The City Council may make the granting of a conditional use permit subject to reasonable limitations or conditions as it may deem necessary to enhance the appearance of the property, to reduce the adverse effects on nearby property, to preserve the character of the area, or to make the conditional use more acceptable in other ways.
 - b. The conditional use permit shall be issued and signed by the Community Development Director and attested by the City Clerk.
 - c. Upon the performance of the conditions set forth in the conditional use permit and the continued performance, if the conditions are of a continuing nature, the use shall be considered to be a permitted use. No conditional use may be modified, structurally enlarged, or expanded in ground area, unless such is allowed by the terms of the permit until and unless the conditional use permit is amended and approved in accordance with the ordinance codified in this chapter.
- vii. **Permit Revocation**
 - a. Upon the recommendation of staff, and notification of specific deficiencies, the Planning and Zoning Commission shall review, during a public meeting, any conditional use permit which appears to be in violation of the conditions set forth in accordance with the proper issuance of the permit.
 - b. If the commission finds that the permittee is not acting in compliance with the conditional use permit, it shall recommend to the City Council that said permit be revoked.
 - c. Within thirty (30) days, the City Council shall review the commission's finding and shall make a ruling on the permit.
 - d. There shall be no right of appeal from a decision of the governing body revoking a conditional use permit. The decision of the governing body shall be final and exclusively within the province of the governing body.
 - e. The City may resort to any other remedy allowed by law for violations of the ordinance codified in this chapter.
- viii. **Review/Amendments to Permit**
 - a. Community Development Department staff shall conduct an annual review of all conditional use permits and shall make adequate inquiries to ensure that the conditions of the permit are in force.
 - b. Where deficiencies are apparent in compliance with a conditional use permit, Community Development Department staff shall notify the permit holder of the nature of any violations and said permit holder shall have no more than thirty (30) days in which to correct any deficiencies.
 - c. In the case where conditional use permit holders will not or do not comply with staff's required corrections, staff shall notify the Planning and Zoning Commission at its next public meeting of any deficiencies in a conditional use permit, and of attempts made to resolve the problem. The permit holder shall be allowed to speak in defense of any actions or inactions.

The Planning and Zoning Commission shall then, on the basis of evidence presented, make a recommendation to the City Council on the continuance of the permit.

- d. In cases where the permit holder desires modification to a permit, either to alleviate a prior condition to use, or to allow for expansion or change in operations, the permit holder shall submit, in writing, a request for such amendment, and shall pay a seventy-five dollar (\$75.00) filing fee paid to the finance department. Public hearings and approval procedures shall be as provided for new conditional use permits as specified in Section 18.72.010 of this chapter.
- e. In any case in which the Community Development Department staff believe a change in the reasonable limitations or conditions of an existing conditional use permit needs to be made to reduce the adverse effects on nearby property, to preserve the character of the area, or to make the conditional use acceptable in other ways, staff may make such recommendation to the Planning and Zoning Commission for review during a public meeting. Public hearings and approval procedures for the recommended changes shall be as provided for new conditional use permits as specified in Section 18.72.015(D) through (G).

PASSED AND APPROVED ON FIRST READING this 10th day of February, 2025.

PASSED AND APPROVED ON SECOND READING this 24th day of February, 2025.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 10th day of March, 2025.

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

Published: _____

ATTESTATION

I, Sonya Ortega, 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.

Sonya Ortega, City Clerk



Agenda Item Report

City Council – March 10, 2025

Item

Ordinance No. 1051: An Ordinance Amending Chapter 15.16.080(A)(1) of Douglas Municipal Code Pertaining to Liquor Licensing, Permitting and Sales, First Reading

Responsible Staff Contact

Sonya Ortega

Recommendation

Approve Ordinance 1051 as presented on first reading.

Executive Summary

Ordinance 1051 modifies the liquor code in Title 15 to not allow the sale of alcohol or malt beverage count towards the primary source of revenue for the establishment.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Approve Ordinance No. 1051 as presented on first reading.

Attachments

1. ORD 1051 Amending Chapter 15.16.080(A)(1) Liquor Licensing

ORDINANCE NO. 1051

AN ORDINANCE AMENDING CHAPTER 5.16.080(A)(1) OF DOUGLAS MUNICIPAL CODE PERTAINING TO LIQUOR LICENSING, PERMITTING, AND SALES

WHEREAS, the City of Douglas shall, pursuant to Wyoming Statute§ 12-4-101 et seq., license and regulate the manner in which liquor licenses and permits are issued; and

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

WHEREAS, based upon the recommendations of staff and the actions taken during the 2021 State of Wyoming Legislative Session, the following are recommended changes to Chapter 5.16 of the Douglas Municipal Code.

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

Section 1. Section 5.16.080(A)(1) of the Douglas Municipal Code is hereby amended to read as follows:

5.16.080 Persons under the age of twenty-one (21) years - Licensed building restrictions - Exceptions - Provisions.

A. Licensed Building Restrictions. Except as provided in this section, no licensee or agent, employee, or server thereof shall knowingly permit any person under the age of twenty-one (21) years to enter or remain in a licensed building where alcoholic or malt beverages are dispensed unless

1. The licensed establishment is operating a restaurant with a commercial kitchen as defined per Section 5.16.020 of this chapter; that the restaurant is consistently open to the public; and the primary source of revenue for the establishment is from the sale of food and/or recreational activities such as arcade games, pool tables, bowling, or similar activities, and **not** from the sale of alcoholic or malt beverages. The city may require the licensee to provide proof of revenues or other information to ensure compliance with this exception.

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

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

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

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

Published: _____

ATTESTATION

I, Sonya Ortega, 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.

Sonya Ortega, City Clerk



Agenda Item Report

City Council – March 10, 2025

Item

Resolution No. 2025-2: Bond Schedule Update

Responsible Staff Contact

Michael Armstrong

Recommendation

Approve Resolution 2025-02 as presented.

Executive Summary

Update to the 2020 Municipal Bond Schedule.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Approve Resolution 2025-02 as presented.

Attachments

1. Resolution 2025-02
2. Municipal Bond Schedule MRA Edits
3. 2020 Municipal Bond Schedule

RESOLUTION NO. 2025-02

A RESOLUTION AMENDING THE BOND SCHEDULE FOR CRIMINAL OFFENSES

WHEREAS, the Douglas City Council has established the Municipal Court for the City of Douglas, Wyoming; and

WHEREAS, the Douglas City Council has previously established a bond schedule and now wishes to amend the bond schedule to require minimum fines to be imposed for certain criminal offenses; and

WHEREAS, these minimum fines are intended to help the City recapture the expense of investigating and prosecuting certain ordinance violations; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that this Resolution shall amend and supersede and previous resolution establishing a bond schedule, and that the following Exhibit A shall be the Bond Schedule to be used in the Municipal Court of the City of Douglas, Wyoming.

PASSED, APPROVED, AND ADOPTED this 10th day of March, 2025.

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

STATUTE	DESCRIPTION	DEFAULT AMOUNT
10.20.010 B(3)	Speeding - 30 mph Zone	
	31	\$ 87.00
	32	\$ 89.00
	33	\$ 91.00
	34	\$ 93.00
	35	\$ 95.00
	36	\$ 124.00
	37	\$ 128.00
	38	\$ 132.00
	39	\$ 136.00
	40	\$ 140.00
	41	\$ 144.00
	42	\$ 148.00
	43	\$ 152.00
	44	\$ 156.00
	45	\$ 160.00
	46	\$ 164.00
	47	\$ 168.00
	48	\$ 172.00
	49	\$ 176.00
	50	\$ 180.00
	51	\$ 184.00
	52	\$ 188.00
	53	\$ 192.00
	54	\$ 196.00
	55	\$ 200.00
	56 +	\$ 270.00
10.20.010 C(1)	Speeding - Superintendant Zone (15, 20, 25, 35, 40, 45 mph)	
	1 over	\$ 85.00
	2	\$ 85.00
	3	\$ 85.00
	4	\$ 85.00
	5	\$ 85.00
	6	\$ 100.00
	7	\$ 100.00
	8	\$ 100.00
	9	\$ 100.00
	10	\$ 140.00
	11	\$ 142.00
	12	\$ 144.00
	13	\$ 146.00
	14	\$ 148.00
	15	\$ 150.00
	16	\$ 152.00
	17	\$ 188.00
	18	\$ 192.00
	19	\$ 196.00
	20	\$ 200.00
	21	\$ 204.00
	22	\$ 208.00
	23	\$ 212.00
	24	\$ 216.00
	25 +	\$ 270.00

10.20.010 C(2)	Speeding - Construction Zone	
	1 over	\$ 100.00
	2	\$ 100.00
	3	\$ 100.00
	4	\$ 100.00
	5	\$ 100.00
	6	\$ 125.00
	7	\$ 125.00
	8	\$ 125.00
	9	\$ 125.00
	10	\$ 160.00
	11	\$ 164.00
	12	\$ 168.00
	13	\$ 172.00
	14	\$ 176.00
	15	\$ 180.00
	16	\$ 184.00
	17	\$ 222.00
	18	\$ 228.00
	19	\$ 234.00
	20	\$ 240.00
	21	\$ 246.00
	22 +	\$ 270.00
10.20.010 B(2)	Speeding - School Zone	
	21	\$ 87.00
	22	\$ 89.00
	23	\$ 91.00
	24	\$ 93.00
	25	\$ 95.00
	26	\$ 180.00
	27	\$ 190.00
	28	\$ 200.00
	29	\$ 210.00
	30	\$ 220.00
	31	\$ 280.00
	32	\$ 290.00
	33	\$ 300.00
	34	\$ 310.00
	35	\$ 320.00
	36	\$ 330.00
	37	\$ 340.00
	38	\$ 350.00
	39	\$ 360.00
	40	\$ 370.00
	41	\$ 380.00
	42	\$ 390.00
	43	\$ 400.00
	44	\$ 410.00
	45	\$ 420.00
	46	\$ 430.00
	47	\$ 440.00
	48	\$ 450.00
	49	\$ 460.00
	50 +	\$ 550.00

10.08.010 (31-5-220)	Approaching or entering intersection	\$ 100.00
10.08.020 (31-5-221)	Turning left at Intersection	\$ 100.00
10.12.020 (31-5-222)	Stop Signs and Yield Signs	\$ 150.00
10.16.010 (31-5-510)	Obedience to signal indicating approach of train	\$ 100.00
10.16.020 (31-5-511)	Stopping requirements for certain vehicles at railroad crossings	\$ 100.00
10.16.030 (31-5-506)	Emerging from alley, building, private road or driveway	\$ 100.00
10.16.040 (31-5-223)	Entering or crossing roadway	\$ 100.00
10.16.050 (31-5-507)	Meeting or passing stopped school bus: markings and visual signals	\$ 450.00
10.16.060	Stop when traffic obstructed	\$ 85.00
10.16.070	Obedience to signals or signs of school crosswalk guards	\$ 85.00
10.20.010 (a) (31-5-301)	Speed to fast for conditions	\$ 100.00
10.20.040 (31-5-304)	Minimum speed limits	\$ 100.00
10.20.050 (24-1-110)	Speed or acceleration contest or exhibition on highways	\$ 150.00
10.24.010 (31-5-229)	Reckless Driving	Must Appear
10.24.020 (31-5-236)	Careless Driving	\$ 250.00
10.32.010 (31-5-216)	Starting parked vehicle	\$ 100.00
10.32.020 (31-5-217)	Turning movements and required signals	\$ 100.00
10.32.030 (31-5-214)	Required position and method of turning at intersections	\$ 100.00
10.32.040 (31-5-218)	Signals by hand and arm or signal lamp	\$ 100.00
10.32.050 (31-5-219)	Manner of giving hand and arm signals	\$ 100.00
10.32.060 (31-5-215)	Limitations on turning around	\$ 100.00
10.32.070	Obedience to turn prohibition signs	\$ 85.00
10.36.010 (31-5-201)	Driving on right side of roadway; exceptions	\$ 100.00
10.36.020 (31-5-202)	Passing vehicles proceeding in opposite direction	\$ 100.00
10.36.030 (31-5-203)	Overtaking on the left	\$ 100.00
10.36.040 (31-5-206)	Overtaking on the right	\$ 100.00
10.36.050 (31-5-204)	General limitations on overtaking on the left	\$ 100.00
10.36.060 (31-5-205)	Additional limitations on driving on the left; exceptions	\$ 150.00
10.36.070 (31-5-210)	Following too closely	\$ 100.00
10.40.010 (31-5-208)	One-way roadways and rotary traffic islands	\$ 100.00
10.40.020 (31-5-209)	Driving on roadways laned for traffic	\$ 100.00
10.44.010 (31-5-211)	Driving on divided highways	\$ 100.00
10.44.020 (31-5-212)	Driving on controlled-access roadways generally	\$ 100.00
10.48.010 (31-5-512)	Parking alongside curbs or on edge of roadways; angle parking; power of highway department to place devices restricting parking	\$ 100.00
10.48.020	Obedience to angle-parking or markings	\$ 85.00
10.48.030 (31-5-920)	Parked Vehicles	\$ 100.00
10.48.040 (31-5-509)	Requirements before leaving motor vehicle unattended	\$ 100.00
10.48.050	Parking not to obstruct traffic or maintenance	\$ 85.00
10.48.060	Parking in alleys	\$ 85.00
10.48.070	Parking of recreational and utility vehicles and trailers on public streets	\$ 85.00
10.52.010 (31-5-504)	Specific places where prohibited	\$ 100.00
10.52.020	Standing or parking on one-way roadways	\$ 85.00
10.52.030	Parking for certain purposes prohibited	\$ 85.00
10.52.040	Parking of trucks prohibited on certain streets	\$ 85.00
10.52.050 (31-5-505)	Roadways outside of business or residence district	\$ 100.00
10.52.070	Parking of unlicensed or inoperable vehicles on public streets and alleys	\$ 85.00
10.56.030	Obedience to stopping, standing or parking regulations	\$ 85.00
10.56.040	Obedience to parking regulations	\$ 85.00
10.56.050	All-night parking	\$ 85.00
10.56.060	Emergency stopping or parking only	\$ 85.00
10.60.010	Standing in passenger curb loading zone	\$ 85.00
10.60.020	Standing in freight curb loading zone	\$ 85.00

10.60.030	Standing or parking in bus or taxicab stands restricted – bus parking in business district	\$ 85.00
10.64.030 (31-5-402)	Obedience to devices; exceptions	\$ 150.00
10.64.040	Interfering with or defacing official traffic control device	\$ 345.00
10.64.050 (31-5-403)	Traffic control signal legend	\$ 150.00
10.64.060 (31-5-405)	Flashing signals	\$ 100.00
10.64.070 (31-5-404)	Pedestrian control signals	\$ 100.00
10.64.080	When signals are inoperative or malfunctioning	\$ 85.00
10.64.090	Traffic Lanes	\$ 85.00
10.64.100	Driving over closed streets	\$ 85.00
10.64.110 (31-5-406)	Display of unauthorized signs, etc; advertising on traffic signs	\$ 100.00
10.68.010 (31-5-601)	Obedience to traffic-control devices; general privileges and restrictions	\$ 100.00
10.68.020 (31-5-602)	Right-of-way in crosswalks	\$ 100.00
10.68.030 (31-5-609)	Right-of-way on sidewalks	\$ 100.00
10.68.040	Crossing at right angles	\$ 85.00
10.68.050 (31-5-604)	Pedestrians to use right half of crosswalk	\$ 100.00
10.68.060 (31-5-603)	Crossing at other than crosswalks	\$ 100.00
10.68.070 (31-5-613)	Passing through railroad crossing gate or barrier	\$ 100.00
10.68.080 (31-5-605)	Walking along roadways or highways	\$ 100.00
10.68.090 (31-5-606)	Soliciting on streets and highways	\$ 100.00
10.68.100 (31-5-612)	Pedestrians under influence of alcohol or controlled substances	APPEAR
10.68.110 (31-5-120)	Driving upon sidewalk	\$ 100.00
10.68.130 (31-5-607)	Exercise of due care by drivers	\$ 100.00
10.68.140	Driving across private property to avoid traffic control device	\$ 85.00
10.72.010 (31-5-706)	Lamps and other equipment	\$ 100.00
10.72.020	Pedestrians to have right-of-way while on sidewalks	\$ 85.00
10.72.030	Safety of pedestrians	\$ 85.00
10.72.040 (31-5-702)	General rights and duties of riders	\$ 100.00
10.72.050 (31-5-703)	Number of riders	\$ 100.00
10.72.060 (31-5-704)	Riding on roadways and designated paths	\$ 100.00
10.72.070 (31-5-705)	Carrying articles	\$ 100.00
10.76.010 (31-5-901)	General requirements; applicability of provisions	\$ 100.00
10.76.020 a - o (31-5-970)	Required equipment	\$ 100.00
10.76.020 (31-5-970)	Unsafe Vehicles Prohibited	\$ 150.00
10.76.030 (31-5-910)	Lighted lamps and illuminating devices	\$ 100.00
10.76.040 (31-5-955)	Windshields and wipers	\$ 100.00
10.76.060 (31-5-929)	School Buses	\$ 100.00
10.76.070 (31-5-922)	Spot Lamps	\$ 100.00
10.76.080 (31-5-928)	General lighting restrictions; authorized emergency vehicles	\$ 100.00
10.76.090	Unreasonable sound amplification	\$ 85.00
10.76.100	Use of compression brakes prohibited	\$ 85.00
10.80.010 (31-5-116)	Obstruction to driver's view or driving mechanism	\$ 100.00
10.80.020	Unlawful riders	\$ 85.00
10.80.030	Boarding or alighting from vehicles	\$ 85.00
10.80.040 (31-5-119)	Clinging to vehicles	\$ 100.00
10.80.050 (31-5-122)	Riding in house trailers	\$ 100.00
10.80.060 (31-5-121)	Opening and closing vehicle doors	\$ 100.00
10.80.070 (31-5-226)	Limitations on backing	\$ 100.00
10.80.080 (31-5-230)	Coasting prohibited	\$ 100.00
10.80.090 (31-5-231)	Following fire apparatus prohibited	\$ 100.00
10.80.100 (31-5-232)	Driving over fire hose	\$ 100.00
10.80.110 (31-5-117)	Dropping or throwing material on highway; removal of injurious material	\$ 100.00
10.80.120	Operation of snowmobiles in city limits	\$ 85.00
10.80.130 (31-7-106)	License Required; limited to one license	\$ 150.00
10.80.140 (31-7-116)	Carrying and displaying	\$ 100.00
10.80.150	Operation of vehicle by person under fifteen years of age	\$ 85.00

10.80.160	Using vehicle for advertising purposes	\$ 85.00
10.80.180	Quiet Zones	\$ 85.00
10.80.190	Obstructing streets; overloaded vehicles	\$ 85.00
10.80.220	Owner of garage or salesroom storing vehicle on street	\$ 85.00
10.80.230	Merchants loading zones	\$ 85.00
10.80.260 (31-5-611)	Blind pedestrian right-of-way	\$ 100.00
10.80.270	Permits for parades or assemblages	\$ 175.00
10.80.280 (31-4-103)	Failure to maintain liability coverage	\$ 570.00
10.80.290 a(1) (31-5-1402)	Seat Belt: Driver	\$ 40.00
10.80.290 a(2) (31-5-1402)	Seat Belt: Passenger under 12	\$ 40.00
10.80.290 d	Seat Belt: Passenger 12 & Over	\$ 25.00
10.80.300 (31-5-1303)	Child safety restraint system; required use; exception	\$ 80.00
10.84.030 (31-5-104)	Obedience to authorized persons directing traffic	\$ 250.00
10.84.040	Coasters, roller skates and toy vehicles	\$ 85.00
10.84.070 (31-5-224)	Operation of vehicles upon approach of authorized emergency vehicles	\$ 150.00
10.84.080 (31-5-225)	Fleeing or attempting to elude police officers; penalty	APPEAR
10.84.090 (31-5-1102)	Duty to stop vehicle where accident involves damage to attended vehicle or property	\$ 250.00
10.84.100 (31-5-1103)	Duty to give information and render aid	\$ 250.00
10.84.110 (31-5-1104)	Duty upon colliding with unattended vehicle or property	\$ 250.00
10.84.120 (31-5-610)	Yielding of right-of-way to authorized emergency vehicles	\$ 150.00
10.88.010	Minimum age of operator	\$ 85.00
10.88.020 (31-5-115)	Operation of motorcycles and pedestrian vehicles	\$ 100.00
10.88.030	Motor-driven cycles	\$ 85.00
10.90.020 (31-5-926)	Alternate lighting for slow-moving vehicles	\$ 100.00
10.90.030 (31-5-960)	Pedestrian vehicles	\$ 100.00
10.92.010	Applicability of title (truck routes/parking)	\$ 175.00
10.92.020	Applicability of title (exceptions)	\$ 175.00
10.92.030	Weight limits prescribed – pneumatic tires required	\$ 175.00
10.92.040	Authority to weigh vehicles	\$ 175.00
10.92.050	Truck routes established	\$ 175.00
10.92.070	Truck parking	\$ 155.00
1-12-106	Contempt of Court by Witness	Must Appear
12.16.030	Swimming in Unlawful Areas	\$ 75.00
12.16.040	Swimming Pools	\$ 75.00
12.16.050	Fires in Unauthorized Area	\$ 75.00
12.16.060	Driving or Parking in Parks, Recreational Area	\$ 175.00
12.16.070	Hours of operation	\$ 125.00
12.16.080	Overnight Camping Facilities	\$ 175.00
13.16.070	Restriction on Watering	\$ 75.00
15.04.010	Building Permits, fees and exemptions	Must Appear
15.20.050	International Plumbing Code	\$ 225.00
15.28.030	Off-street parking requirements for certain establishments	
15.88.120	Landscaping	
18.80.010	Fences and Walls	
5.16.110	Hours of operation generally - Designation of dates for unrestricted operation	\$ 225.00
5.16.130	Persons Under 21 in Dispensing Room	\$ 225.00
5.20.050	Solicitors, Peddlers	\$ 225.00
5.36.010	Contractor License Required	\$ 335.00
5.36.040	Building Permit Required	\$ 335.00
6.04.010	Running at Large	\$ 75.00
6.04.050	Breaking open pound	\$ 325.00
6.04.060	Cruelty to Animals	Must Appear
6.04.070	Keeping Hogs, Sheep, Cows or Goats	\$ 75.00
6.04.080	Keeping, Stabling or Corralling Horses, Cows, Goats, etc., in Residential Districts	\$ 75.00

6.08.020	License and Registration Required	\$ 75.00
6.08.030	Tag and Collar	\$ 75.00
6.08.040	Vaccination for Rabies Required	\$ 75.00
6.08.050	Display of License: Tag to be worn by Dog/Cat	\$ 75.00
6.08.060 (1st)	Running at Large - 1st Offense	\$ 75.00
6.08.060 (2nd)	Running at Large - 2nd Offense	\$ 100.00
6.08.060 (3rd)	Running at Large - 3rd Offense	\$ 115.00
6.08.111	Vicious Animal	Must Appear
6.08.130	Chasing or Noisy Animals	\$ 75.00
6.08.140	Kennels Prohibited in Certain Areas - License Required	\$ 75.00
6.08.180	Molesting of Confined Animals	\$ 275.00
6.12.010	Public Nuisance Prohibited	\$ 225.00
6.12.030	Evidence of a Nuisance	
8.08.010	Discharging Fireworks	\$ 65.00
8.20.040	Right of Entry	Must Appear
8.20.050	Cellars, pits, vaults, etc. Keeping Open or leaving unprotected: Sidewalks	Must Appear
8.20.060	Excavations, Holes, Openings, etc., Providing Proper Protection for	Must Appear
8.20.070	Offensive Drains, Privies, etc.	Must Appear
8.20.080	Penalty for Noncompliance	Must Appear
8.20.100	Vacant and occupied structures and land	Must Appear
8.20.110	Offensive drains, pools, and sewers - grading and drainage	Must Appear
8.20.120	Open cellars, pits, or vaults	Must Appear
8.20.130	Protection for excavations	Must Appear
8.20.140	Individual sewage disposal system	Must Appear
8.20.150	Discharging offensive fluid matter	Must Appear
8.20.160	Accumulation of refuse, garbage debris and junked vehicles	Must Appear
8.20.170	Burning garbage and refuse	Must Appear
8.20.180	Sidewalks, driveways and parking lots	Must Appear
8.20.190	Removal of snow and ice	Must Appear
8.20.200	Weeds; composting exception	Must Appear
8.20.210	Rodent and insect harborage	Must Appear
8.20.215	Interior Sanitation	Must Appear
8.20.220	Structure exteriors, accessory structures, fences and walls	Must Appear
8.20.230	Dilapidated Structures	Must Appear
9.04.010	Injuring or Destroying Property	\$ 425.00
9.04.020	Trespassing	\$ 325.00
9.04.030	Injury or removal of signs	\$ 425.00
9.04.040	Changing Landmarks	\$ 425.00
9.04.050	Destroying Posters	\$ 325.00
9.04.060	Pollution of Streams and Waters	\$ 225.00
9.04.070	Littering and Dumping	\$ 225.00
9.04.080	Vehicles causing litter	\$ 225.00
9.04.090	Lug Wheels prohibited	\$ 75.00
9.04.100	Placing signs without permission	\$ 75.00
9.04.110	Shoplifting	\$ 425.00
9.04.120	Fraudulant procurement of food or accomodations in public establishment	\$ 425.00
9.04.130	Petty Larceny	\$ 425.00
9.04.140	Defacing Property	\$ 425.00
9.04.150	Illegal Water Use	Must Appear
9.04.160	Illegal sewer use	Must Appear
9.04.170	Illegal use of Cable or Subscription Television System	Must Appear
9.08.020	Offenses relating to Prostitution	\$ 275.00

9.08.030	House of Prostitution	\$ 275.00
9.08.040	Solicitation of drinks	Must Appear
9.08.050	Lewd Conduct	Must Appear
9.08.070	Sale of Alcohol to Minors	Must Appear
9.08.070 (1st)	Minor In Possession - 1st Offense	Must Appear
9.08.070 (2nd)	Minor in Possession - 2nd Offense	Must Appear
9.08.070 (3rd)	Minor in Possession - 3rd Offense	Must Appear
9.08.080	Falsifying age	\$ 225.00
9.08.090	Restriction on sale - Generally	\$ 325.00
9.08.100 (1st)	Public Intoxication - 1st Offense	Must Appear
9.08.100 (2nd)	Public Intoxication - 2nd Offense	Must Appear
9.08.100 (3rd)	Public Intoxication - 3rd Offense	Must Appear
9.08.110 (1st)	Drinking in Public Places - 1st Offense	Must Appear
9.08.110 (2nd)	Drinking in Public Places - 2nd Offense	Must Appear
9.08.120	Determination of Objects which constitute Drug Paraphernalia	Must Appear
9.08.130	Possession, Manufacture or Delivery of Drug Paraphernalia	Must Appear
9.08.150	Gambling	\$ 325.00
9.12.010	Abandoned Containers	\$ 225.00
9.12.020	False Fire Alarms	\$ 275.00
9.12.030	False Report of a Crime	\$ 325.00
9.12.040	Assault and Battery	\$ 525.00
9.12.050	Disorderly Conduct	\$ 325.00
9.12.060	Disturbances - Public Meeting	\$ 275.00
9.12.070	Disturbing Religious Worship	\$ 275.00
9.12.080	Unlawful to carry or discharge dangerous or deadly weapons	\$ 325.00
9.12.090	Discharging of Dangerous or Deadly Weapons	\$ 325.00
9.12.100	Throwing of Stones or Missiles, etc.	\$ 375.00
9.12.110	Impeding Police, Fireman, or Other	\$ 275.00
9.12.120	Picketing	\$ 175.00
9.12.130	Obstructing Traffic	\$ 175.00
9.12.140	Interfering with and the Use of Streets and Sidewalks	\$ 175.00
9.12.150	Limitations on use of Red Light and/or Siren	\$ 175.00
9.16.010 (Escape)	Escaping	\$ 325.00
9.16.010 (Rescuing)	Rescuing a Prisoner	\$ 325.00
9.16.010 (Resisting)	Resisting an Officer	\$ 325.00
9.16.020	Impeding or Interfering with Fireman or Police Officers	\$ 275.00
9.16.030	Impersonating an Officer	\$ 325.00
9.16.040	Impersonating Town Officers and Employees	\$ 275.00
9.16.050	Destroying Evidence	\$ 275.00
9.16.060	Report by Physician	\$ 275.00
9.20.010	Curfew Persons Under 18 years of age	\$ 90.00
9.20.020	Curfew Persons Under 18 years of age - Responsibility of Parents	\$ 90.00
9.20.030 (1st)	Tobacco - Possession by minor 1st Offense	\$ 80.00
9.20.030 (2nd)	Tobacco - Possession by minor 2nd or subsequent	APPEAR

First Offense -- Minimum Fine	Second/Subsequent Offense w/in 5 years Minimum Fine
\$250	\$450
\$250	\$450
\$250	\$450
\$250	\$450
\$250	\$450
\$250	\$450

Speeding in a 30		
	1	\$ 47.00
	2	\$ 49.00
	3	\$ 51.00
	4	\$ 53.00
	5	\$ 55.00
	6	\$ 84.00
	7	\$ 88.00
	8	\$ 92.00
	9	\$ 96.00
	10	\$ 100.00
	11	\$ 104.00
	12	\$ 108.00
	13	\$ 112.00
	14	\$ 116.00
	15	\$ 120.00
	16	\$ 124.00
	17	\$ 128.00
	18	\$ 132.00
	19	\$ 136.00
	20	\$ 140.00
	21	\$ 144.00
	22	\$ 148.00
	23	\$ 152.00
	24	\$ 156.00
	25	\$ 160.00
	26	\$ 230.00
	27 and Over	Must Appear

STATUTE	DESCRIPTION	DEFAULT AMOUNT
10.20.010 B(3)	Speeding - 30 mph Zone	
	31	\$ 87.00
	32	\$ 89.00
	33	\$ 91.00
	34	\$ 93.00
	35	\$ 95.00
	36	\$ 124.00
	37	\$ 128.00
	38	\$ 132.00
	39	\$ 136.00
	40	\$ 140.00
	41	\$ 144.00
	42	\$ 148.00
	43	\$ 152.00
	44	\$ 156.00
	45	\$ 160.00
	46	\$ 164.00
	47	\$ 168.00
	48	\$ 172.00
	49	\$ 176.00
	50	\$ 180.00
	51	\$ 184.00
	52	\$ 188.00
	53	\$ 192.00
	54	\$ 196.00
	55	\$ 200.00
	56 +	\$ 270.00
10.20.010 C(1)	Speeding - Superintendant Zone (15, 20, 25, 35, 40, 45 mph)	
	1 over	\$ 85.00
	2	\$ 85.00
	3	\$ 85.00
	4	\$ 85.00
	5	\$ 85.00
	6	\$ 100.00
	7	\$ 100.00
	8	\$ 100.00
	9	\$ 100.00
	10	\$ 140.00
	11	\$ 142.00
	12	\$ 144.00
	13	\$ 146.00
	14	\$ 148.00
	15	\$ 150.00
	16	\$ 152.00
	17	\$ 188.00
	18	\$ 192.00
	19	\$ 196.00
	20	\$ 200.00
	21	\$ 204.00
	22	\$ 208.00
	23	\$ 212.00
	24	\$ 216.00
	25 +	\$ 270.00

10.20.010 C(2)	Speeding - Construction Zone	
	1 over	\$ 100.00
	2	\$ 100.00
	3	\$ 100.00
	4	\$ 100.00
	5	\$ 100.00
	6	\$ 125.00
	7	\$ 125.00
	8	\$ 125.00
	9	\$ 125.00
	10	\$ 160.00
	11	\$ 164.00
	12	\$ 168.00
	13	\$ 172.00
	14	\$ 176.00
	15	\$ 180.00
	16	\$ 184.00
	17	\$ 222.00
	18	\$ 228.00
	19	\$ 234.00
	20	\$ 240.00
	21	\$ 246.00
	22 +	\$ 270.00
10.20.010 B(2)	Speeding - School Zone	
	21	\$ 87.00
	22	\$ 89.00
	23	\$ 91.00
	24	\$ 93.00
	25	\$ 95.00
	26	\$ 180.00
	27	\$ 190.00
	28	\$ 200.00
	29	\$ 210.00
	30	\$ 220.00
	31	\$ 280.00
	32	\$ 290.00
	33	\$ 300.00
	34	\$ 310.00
	35	\$ 320.00
	36	\$ 330.00
	37	\$ 340.00
	38	\$ 350.00
	39	\$ 360.00
	40	\$ 370.00
	41	\$ 380.00
	42	\$ 390.00
	43	\$ 400.00
	44	\$ 410.00
	45	\$ 420.00
	46	\$ 430.00
	47	\$ 440.00
	48	\$ 450.00
	49	\$ 460.00
	50 +	\$ 550.00

10.08.010 (31-5-220)	Approaching or entering intersection	\$ 100.00
10.08.020 (31-5-221)	Turning left at Intersection	\$ 100.00
10.12.020 (31-5-222)	Stop Signs and Yield Signs	\$ 150.00
10.16.010 (31-5-510)	Obedience to signal indicating approach of train	\$ 100.00
10.16.020 (31-5-511)	Stopping requirements for certain vehicles at railroad crossings	\$ 100.00
10.16.030 (31-5-506)	Emerging from alley, building, private road or driveway	\$ 100.00
10.16.040 (31-5-223)	Entering or crossing roadway	\$ 100.00
10.16.050 (31-5-507)	Meeting or passing stopped school bus: markings and visual signals	\$ 450.00
10.16.060	Stop when traffic obstructed	\$ 85.00
10.16.070	Obedience to signals or signs of school crosswalk guards	\$ 85.00
10.20.010 (a) (31-5-301)	Speed to fast for conditions	\$ 100.00
10.20.040 (31-5-304)	Minimum speed limits	\$ 100.00
10.20.050 (24-1-110)	Speed or acceleration contest or exhibition on highways	\$ 150.00
10.24.010 (31-5-229)	Reckless Driving	Must Appear
10.24.020 (31-5-236)	Careless Driving	\$ 250.00
10.32.010 (31-5-216)	Starting parked vehicle	\$ 100.00
10.32.020 (31-5-217)	Turning movements and required signals	\$ 100.00
10.32.030 (31-5-214)	Required position and method of turning at intersections	\$ 100.00
10.32.040 (31-5-218)	Signals by hand and arm or signal lamp	\$ 100.00
10.32.050 (31-5-219)	Manner of giving hand and arm signals	\$ 100.00
10.32.060 (31-5-215)	Limitations on turning around	\$ 100.00
10.32.070	Obedience to turn prohibition signs	\$ 85.00
10.36.010 (31-5-201)	Driving on right side of roadway; exceptions	\$ 100.00
10.36.020 (31-5-202)	Passing vehicles proceeding in opposite direction	\$ 100.00
10.36.030 (31-5-203)	Overtaking on the left	\$ 100.00
10.36.040 (31-5-206)	Overtaking on the right	\$ 100.00
10.36.050 (31-5-204)	General limitations on overtaking on the left	\$ 100.00
10.36.060 (31-5-205)	Additional limitations on driving on the left; exceptions	\$ 150.00
10.36.070 (31-5-210)	Following too closely	\$ 100.00
10.40.010 (31-5-208)	One-way roadways and rotary traffic islands	\$ 100.00
10.40.020 (31-5-209)	Driving on roadways laned for traffic	\$ 100.00
10.44.010 (31-5-211)	Driving on divided highways	\$ 100.00
10.44.020 (31-5-212)	Driving on controlled-access roadways generally	\$ 100.00
10.48.010 (31-5-512)	Parking alongside curbs or on edge of roadways; angle parking; power of highway department to place devices restricting parking	\$ 100.00
10.48.020	Obedience to angle-parking or markings	\$ 85.00
10.48.030 (31-5-920)	Parked Vehicles	\$ 100.00
10.48.040 (31-5-509)	Requirements before leaving motor vehicle unattended	\$ 100.00
10.48.050	Parking not to obstruct traffic or maintenance	\$ 85.00
10.48.060	Parking in alleys	\$ 85.00
10.48.070	Parking of recreational and utility vehicles and trailers on public streets	\$ 85.00
10.52.010 (31-5-504)	Specific places where prohibited	\$ 100.00
10.52.020	Standing or parking on one-way roadways	\$ 85.00
10.52.030	Parking for certain purposes prohibited	\$ 85.00
10.52.040	Parking of trucks prohibited on certain streets	\$ 85.00
10.52.050 (31-5-505)	Roadways outside of business or residence district	\$ 100.00
10.52.070	Parking of unlicensed or inoperable vehicles on public streets and alleys	\$ 85.00
10.56.030	Obedience to stopping, standing or parking regulations	\$ 85.00
10.56.040	Obedience to parking regulations	\$ 85.00
10.56.050	All-night parking	\$ 85.00
10.56.060	Emergency stopping or parking only	\$ 85.00
10.60.010	Standing in passenger curb loading zone	\$ 85.00
10.60.020	Standing in freight curb loading zone	\$ 85.00

10.60.030	Standing or parking in bus or taxicab stands restricted – bus parking in business district	\$ 85.00
10.64.030 (31-5-402)	Obedience to devices; exceptions	\$ 150.00
10.64.040	Interfering with or defacing official traffic control device	\$ 345.00
10.64.050 (31-5-403)	Traffic control signal legend	\$ 150.00
10.64.060 (31-5-405)	Flashing signals	\$ 100.00
10.64.070 (31-5-404)	Pedestrian control signals	\$ 100.00
10.64.080	When signals are inoperative or malfunctioning	\$ 85.00
10.64.090	Traffic Lanes	\$ 85.00
10.64.100	Driving over closed streets	\$ 85.00
10.64.110 (31-5-406)	Display of unauthorized signs, etc; advertising on traffic signs	\$ 100.00
10.68.010 (31-5-601)	Obedience to traffic-control devices; general privileges and restrictions	\$ 100.00
10.68.020 (31-5-602)	Right-of-way in crosswalks	\$ 100.00
10.68.030 (31-5-609)	Right-of-way on sidewalks	\$ 100.00
10.68.040	Crossing at right angles	\$ 85.00
10.68.050 (31-5-604)	Pedestrians to use right half of crosswalk	\$ 100.00
10.68.060 (31-5-603)	Crossing at other than crosswalks	\$ 100.00
10.68.070 (31-5-613)	Passing through railroad crossing gate or barrier	\$ 100.00
10.68.080 (31-5-605)	Walking along roadways or highways	\$ 100.00
10.68.090 (31-5-606)	Soliciting on streets and highways	\$ 100.00
10.68.100 (31-5-612)	Pedestrians under influence of alcohol or controlled substances	APPEAR
10.68.110 (31-5-120)	Driving upon sidewalk	\$ 100.00
10.68.130 (31-5-607)	Exercise of due care by drivers	\$ 100.00
10.68.140	Driving across private property to avoid traffic control device	\$ 85.00
10.72.010 (31-5-706)	Lamps and other equipment	\$ 100.00
10.72.020	Pedestrians to have right-of-way while on sidewalks	\$ 85.00
10.72.030	Safety of pedestrians	\$ 85.00
10.72.040 (31-5-702)	General rights and duties of riders	\$ 100.00
10.72.050 (31-5-703)	Number of riders	\$ 100.00
10.72.060 (31-5-704)	Riding on roadways and designated paths	\$ 100.00
10.72.070 (31-5-705)	Carrying articles	\$ 100.00
10.76.010 (31-5-901)	General requirements; applicability of provisions	\$ 100.00
10.76.020 a - o (31-5-970)	Required equipment	\$ 100.00
10.76.020 (31-5-970)	Unsafe Vehicles Prohibited	\$ 150.00
10.76.030 (31-5-910)	Lighted lamps and illuminating devices	\$ 100.00
10.76.040 (31-5-955)	Windshields and wipers	\$ 100.00
10.76.060 (31-5-929)	School Buses	\$ 100.00
10.76.070 (31-5-922)	Spot Lamps	\$ 100.00
10.76.080 (31-5-928)	General lighting restrictions; authorized emergency vehicles	\$ 100.00
10.76.090	Unreasonable sound amplification	\$ 85.00
10.76.100	Use of compression brakes prohibited	\$ 85.00
10.80.010 (31-5-116)	Obstruction to driver's view or driving mechanism	\$ 100.00
10.80.020	Unlawful riders	\$ 85.00
10.80.030	Boarding or alighting from vehicles	\$ 85.00
10.80.040 (31-5-119)	Clinging to vehicles	\$ 100.00
10.80.050 (31-5-122)	Riding in house trailers	\$ 100.00
10.80.060 (31-5-121)	Opening and closing vehicle doors	\$ 100.00
10.80.070 (31-5-226)	Limitations on backing	\$ 100.00
10.80.080 (31-5-230)	Coasting prohibited	\$ 100.00
10.80.090 (31-5-231)	Following fire apparatus prohibited	\$ 100.00
10.80.100 (31-5-232)	Driving over fire hose	\$ 100.00
10.80.110 (31-5-117)	Dropping or throwing material on highway; removal of injurious material	\$ 100.00
10.80.120	Operation of snowmobiles in city limits	\$ 85.00
10.80.130 (31-7-106)	License Required; limited to one license	\$ 150.00
10.80.140 (31-7-116)	Carrying and displaying	\$ 100.00
10.80.150	Operation of vehicle by person under fifteen years of age	\$ 85.00

10.80.160	Using vehicle for advertising purposes	\$ 85.00
10.80.180	Quiet Zones	\$ 85.00
10.80.190	Obstructing streets; overloaded vehicles	\$ 85.00
10.80.220	Owner of garage or salesroom storing vehicle on street	\$ 85.00
10.80.230	Merchants loading zones	\$ 85.00
10.80.260 (31-5-611)	Blind pedestrian right-of-way	\$ 100.00
10.80.270	Permits for parades or assemblages	\$ 175.00
10.80.280 (31-4-103)	Failure to maintain liability coverage	\$ 570.00
10.80.290 a(1) (31-5-1402)	Seat Belt: Driver	\$ 40.00
10.80.290 a(2) (31-5-1402)	Seat Belt: Passenger under 12	\$ 40.00
10.80.290 d	Seat Belt: Passenger 12 & Over	\$ 25.00
10.80.300 (31-5-1303)	Child safety restraint system; required use; exception	\$ 80.00
10.84.030 (31-5-104)	Obedience to authorized persons directing traffic	\$ 250.00
10.84.040	Coasters, roller skates and toy vehicles	\$ 85.00
10.84.070 (31-5-224)	Operation of vehicles upon approach of authorized emergency vehicles	\$ 150.00
10.84.080 (31-5-225)	Fleeing or attempting to elude police officers; penalty	APPEAR
10.84.090 (31-5-1102)	Duty to stop vehicle where accident involves damage to attended vehicle or property	\$ 250.00
10.84.100 (31-5-1103)	Duty to give information and render aid	\$ 250.00
10.84.110 (31-5-1104)	Duty upon colliding with unattended vehicle or property	\$ 250.00
10.84.120 (31-5-610)	Yielding of right-of-way to authorized emergency vehicles	\$ 150.00
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10.90.020 (31-5-926)	Alternate lighting for slow-moving vehicles	\$ 100.00
10.90.030 (31-5-960)	Pedestrian vehicles	\$ 100.00
10.92.010	Applicability of title (truck routes/parking)	\$ 175.00
10.92.020	Applicability of title (exceptions)	\$ 175.00
10.92.030	Weight limits prescribed – pneumatic tires required	\$ 175.00
10.92.040	Authority to weigh vehicles	\$ 175.00
10.92.050	Truck routes established	\$ 175.00
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12.16.030	Swimming in Unlawful Areas	\$ 75.00
12.16.040	Swimming Pools	\$ 75.00
12.16.050	Fires in Unauthorized Area	\$ 75.00
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12.16.080	Overnight Camping Facilities	\$ 175.00
13.16.070	Restriction on Watering	\$ 75.00
15.04.010	Building Permits, fees and exemptions	Must Appear
15.20.050	International Plumbing Code	\$ 225.00
15.28.030	Off-street parking requirements for certain establishments	
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6.04.060	Cruelty to Animals	Must Appear
6.04.070	Keeping Hogs, Sheep, Cows or Goats	\$ 75.00
6.04.080	Keeping, Stabling or Corralling Horses, Cows, Goats, etc., in Residential Districts	\$ 75.00

6.08.020	License and Registration Required	\$ 75.00
6.08.030	Tag and Collar	\$ 75.00
6.08.040	Vaccination for Rabies Required	\$ 75.00
6.08.050	Display of License: Tag to be worn by Dog/Cat	\$ 75.00
6.08.060 (1st)	Running at Large - 1st Offense	\$ 75.00
6.08.060 (2nd)	Running at Large - 2nd Offense	\$ 100.00
6.08.060 (3rd)	Running at Large - 3rd Offense	\$ 115.00
6.08.111	Vicious Animal	Must Appear
6.08.130	Chasing or Noisy Animals	\$ 75.00
6.08.140	Kennels Prohibited in Certain Areas - License Required	\$ 75.00
6.08.180	Molesting of Confined Animals	\$ 275.00
6.12.010	Public Nuisance Prohibited	\$ 225.00
6.12.030	Evidence of a Nuisance	
8.08.010	Discharging Fireworks	\$ 65.00
8.20.040	Right of Entry	Must Appear
8.20.050	Cellars, pits, vaults, etc. Keeping Open or leaving unprotected: Sidewalks	Must Appear
8.20.060	Excavations, Holes, Openings, etc., Providing Proper Protection for	Must Appear
8.20.070	Offensive Drains, Privies, etc.	Must Appear
8.20.080	Penalty for Noncompliance	Must Appear
8.20.090	Transfer of Ownership	Must Appear
8.20.100	Vacant and occupied structures and land	Must Appear
8.20.110	Offensive drains, pools, and sewers - grading and drainage	Must Appear
8.20.120	Open cellars, pits, or vaults	Must Appear
8.20.130	Protection for excavations	Must Appear
8.20.140	Individual sewage disposal system	Must Appear
8.20.150	Discharging offensive fluid matter	Must Appear
8.20.160	Accumulation of refuse, garbage debris and junked vehicles	Must Appear
8.20.170	Burning garbage and refuse	Must Appear
8.20.180	Sidewalks, driveways and parking lots	Must Appear
8.20.190	Removal of snow and ice	Must Appear
8.20.200	Weeds; composting exception	Must Appear
8.20.210	Rodent and insect harborage	Must Appear
8.20.215	Interior Sanitation	Must Appear
8.20.220	Structure exteriors, accessory structures, fences and walls	Must Appear
8.20.230	Dilapidated Structures	Must Appear
9.04.010	Injuring or Destroying Property	\$ 425.00
9.04.020	Trespassing	\$ 325.00
9.04.030	Injury or removal of signs	\$ 425.00
9.04.040	Changing Landmarks	\$ 425.00
9.04.050	Destroying Posters	\$ 325.00
9.04.060	Pollution of Streams and Waters	\$ 225.00
9.04.070	Littering and Dumping	\$ 225.00
9.04.080	Vehicles causing litter	\$ 225.00
9.04.090	Lug Wheels prohibited	\$ 75.00
9.04.100	Placing signs without permission	\$ 75.00
9.04.110	Shoplifting	\$ 425.00
9.04.120	Fraudulent procurement of food or accommodations in public establishment	\$ 425.00
9.04.130	Petty Larceny	\$ 425.00
9.04.140	Defacing Property	\$ 425.00
9.04.150	Illegal Water Use	Must Appear
9.04.160	Illegal sewer use	Must Appear
9.04.170	Illegal use of Cable or Subscription Television System	Must Appear
9.08.020	Offenses relating to Prostitution	\$ 275.00
9.08.030	House of Prostitution	\$ 275.00
9.08.040	Solicitation of drinks	Must Appear

9.08.050	Lewd Conduct	Must Appear
9.08.070	Sale of Alcohol to Minors	Must Appear
9.08.070 (1st)	Minor In Possession - 1st Offense	Must Appear
9.08.070 (2nd)	Minor in Possession - 2nd Offense	Must Appear
9.08.070 (3rd)	Minor in Possession - 3rd Offense	Must Appear
9.08.080	Falsifying age	\$ 225.00
9.08.090	Restriction on sale - Generally	\$ 325.00
9.08.100 (1st)	Public Intoxication - 1st Offense	Must Appear
9.08.100 (2nd)	Public Intoxication - 2nd Offense	Must Appear
9.08.100 (3rd)	Public Intoxication - 3rd Offense	Must Appear
9.08.110 (1st)	Drinking in Public Places - 1st Offense	Must Appear
9.08.110 (2nd)	Drinking in Public Places - 2nd Offense	Must Appear
9.08.120	Determination of Objects which constitute Drug Paraphernalia	Must Appear
9.08.130	Possession, Manufacture or Delivery of Drug Paraphernalia	Must Appear
9.08.150	Gambling	\$ 325.00
9.12.010	Abandoned Containers	\$ 225.00
9.12.020	False Fire Alarms	\$ 275.00
9.12.030	False Report of a Crime	\$ 325.00
9.12.040	Assault and Battery	\$ 525.00
9.12.050	Disorderly Conduct	\$ 325.00
9.12.060	Disturbances - Public Meeting	\$ 275.00
9.12.070	Disturbing Religious Worship	\$ 275.00
9.12.080	Unlawful to carry or discharge dangerous or deadly weapons	\$ 325.00
9.12.090	Discharging of Dangerous or Deadly Weapons	\$ 325.00
9.12.100	Throwing of Stones or Missiles, etc.	\$ 375.00
9.12.110	Impeding Police, Fireman, or Other	\$ 275.00
9.12.120	Picketing	\$ 175.00
9.12.130	Obstructing Traffic	\$ 175.00
9.12.140	Interfering with and the Use of Streets and Sidewalks	\$ 175.00
9.12.150	Limitations on use of Red Light and/or Siren	\$ 175.00
9.16.010 (Escape)	Escaping	\$ 325.00
9.16.010 (Rescuing)	Rescuing a Prisoner	\$ 325.00
9.16.010 (Resisting)	Resisting an Officer	\$ 325.00
9.16.020	Impeding or Interfering with Fireman or Police Officers	\$ 275.00
9.16.030	Impersonating an Officer	\$ 325.00
9.16.040	Impersonating Town Officers and Employees	\$ 275.00
9.16.050	Destroying Evidence	\$ 275.00
9.16.060	Report by Physician	\$ 275.00
9.20.010	Curfew Persons Under 18 years of age	\$ 90.00
9.20.020	Curfew Persons Under 18 years of age - Responsibility of Parents	\$ 90.00
9.20.030 (1st)	Tobacco - Possession by minor 1st Offense	\$ 80.00
9.20.030 (2nd)	Tobacco - Possession by minor 2nd or subsequent	APPEAR

Speeding in a 30		
	1	\$ 47.00
	2	\$ 49.00
	3	\$ 51.00
	4	\$ 53.00
	5	\$ 55.00
	6	\$ 84.00
	7	\$ 88.00
	8	\$ 92.00
	9	\$ 96.00
	10	\$ 100.00
	11	\$ 104.00
	12	\$ 108.00
	13	\$ 112.00
	14	\$ 116.00
	15	\$ 120.00
	16	\$ 124.00
	17	\$ 128.00
	18	\$ 132.00
	19	\$ 136.00
	20	\$ 140.00
	21	\$ 144.00
	22	\$ 148.00
	23	\$ 152.00
	24	\$ 156.00
	25	\$ 160.00
	26	\$ 230.00
	27 and Over	Must Appear



Agenda Item Report City Council – March 10, 2025

Item

Resolution 2025-4: A Resolution Adopting General Guidelines For Use By Members Of The Governing Body In Reviewing Applications Received For An Available Retail Liquor License Within The City Of Douglas, Wyoming

Responsible Staff Contact

Sonya Ortega

Recommendation

Approve Resolution No. 2025-4 adopting guidelines for review of applications for a retail liquor license.

Executive Summary

At the February 24, 2025 Council Meeting, all liquor renewal applications were viewed and approved contingent upon the Wyoming Liquor Division. One retail license was not renewed and will be available starting April 1, 2025. At this time, we have received interest in the license and would like to be able to start accepting applications.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Approve Resolution No. 2025-4 as presented.

Attachments

1. Resolution 2025-4 Liquor License Application Process April 2024

RESOLUTION NO. 2025-4

A RESOLUTION ADOPTING GENERAL GUIDELINES FOR USE BY MEMBERS OF THE GOVERNING BODY IN REVIEWING APPLICATIONS RECEIVED FOR AN AVAILABLE RETAIL LIQUOR LICENSE WITHIN THE CITY OF DOUGLAS, WYOMING

WHEREAS, pursuant to Wyoming State Statute §12-4-101, the number of retail liquor licenses available to local licensing authorities is based upon population figures; and

WHEREAS, based on the official ten-year federal census conducted in 2020 the City of Douglas has a total of fourteen (14) retail liquor licenses available for issuance, as certified by the Wyoming Liquor Division; and

WHEREAS, due to the relinquishment of one such license, the City of Douglas is now able to consider applications for one (1) retail liquor license available as provided herein; and

WHEREAS, the Governing Body wishes to adopt written general guidelines for assistance in evaluating such applications; and

WHEREAS, the proposed guidelines are attached hereto as Exhibit A to the Resolution and expressly incorporated by reference.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that the City Clerk is hereby directed to accept applications through April 15, 2025, for consideration by the Governing Body relative to the available license.

PASSED, APPROVED, AND ADOPTED this 10th day March, 2025.

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

EXHIBIT A
LIQUOR LICENSE GENERAL GUIDELINES

For use by the Governing Body of the City of Douglas in reviewing applications for retail liquor licenses available through the City of Douglas:

1. The health, welfare, quality of life, or peaceful enjoyment of the people residing in the vicinity of the proposed premises to be licensed shall not be adversely affected.
2. The purpose of Wyoming Statutes, Title 12, Alcoholic Beverages, shall be carried out by issuance of the license.
3. The number, type, and location of existing licenses may not meet or may exceed the needs for the vicinity under consideration.
4. Other considerations which may be considered include:
 - a. Whether the proposed premises to be licensed serves as an amenity compatible with other neighborhood activities.
 - b. The proposed site meets current zoning requirements.
 - c. Whether a license, if issued, would provide social and economic opportunities benefitting the community.
 - d. The anticipated time frame in which the applicant plans to be operational and open to the public (e.g. plans for new construction or remodeling).
5. Consideration of supporting documents that may be submitted with the application by the applicant, including, but not limited to a:
 - a. Business Plan: For example, information such as the following:
 - i. Whether the license will be used to attract other businesses;
 - ii. If the license would be used as part of the renovation of an historic building or building of community significance;
 - iii. Whether the issuance of the license would create a business anchor for a particular area;
 - iv. Whether the anticipated business hours, customer offerings, and building design, will meet the need of a particular market segment or location through the issuance of the license;
 - v. The possible effects on existing businesses in and out of the area;
 - vi. Any franchise or chain affiliation.
 - b. Financial Plan: For example, information reflecting the applicant's resources to acquire, construct or remodel a building, if applicable, to be used as the licensed premises.
 - i. A financial statement must be submitted with each application;
 - ii. A financial plan, if submitted, would be a more detailed description indicating the applicant's ability to become operational to provide the type(s) of services proposed under the license in a timely manner.

Nothing in these guidelines shall be construed to require the issuance of a retail liquor license by the City of Douglas. Pursuant to Wyoming Statute §12-4-101(a), the Governing Body of the City of Douglas retains sole discretion to issue a retail liquor license and may refuse to issue any license authorized by Wyoming State Statute.

In accordance with Wyoming State Statute §16-4-201 et seq., referred to as the Wyoming Public Records Act, applications and supporting documentation submitted by applicants may be considered a record open to public inspection.



Agenda Item Report City Council – March 10, 2025

Item

Bid Award: One 2025 Specified Police Package Explorer SUV

Responsible Staff Contact

Todd Byerly, Todd Matthews, John Harbarger, Clint Nystul

Recommendation

Fleet Manager for the City of Douglas recommends approval and purchase of new Patrol car from Greiner Ford of Casper.

Executive Summary

The proposed purchase for replacement for totaled Unit #222

Two bids were received:

Greiner Ford of Casper	\$45,938.00
Fremont Ford of Lander	\$46,466.00

Both bids did meet specifications

Background

Unit #222 was a 2024 Ford Explorer Police SUV and was totaled in a traffic accident, the car only had 1,400 miles on the odometer and had been in service about 4 months at the time of the accident. The car was deemed a total loss, requiring replacement.

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

SD Commitment

SD Commitment Strategy Project #1185

SD Commitment KPI

SD Outcome

SD Outcome Strategy

SD Outcome KPI

2014 Master Plan

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department 10-5202-6548

Project/Line Item(s) Patrol Vehicle Unit #222

Budgeted Amount

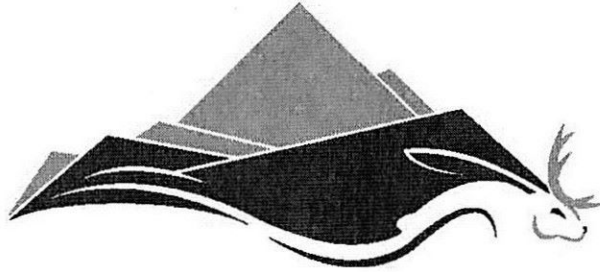
Anticipated Amount \$45,938.00

Action Requested/Recommended Motion

Accept the bid from Greiner of Casper in the amount of \$45,938.00 and authorize the City Manager to sign all associated documents.

Attachments

1. 20250225 Fremont Motor-Lander Bid
2. 20250225 Greiner Ford of Casper Bid



CITY OF DOUGLAS

Bid Specifications and Contract Documents for One 2025 Specified Police Package Explorer SUV

Douglas City Hall
101 N. 4th Street
PO Box 1030
Douglas, WY 82633

City of Douglas
PO Box 1030
Douglas, WY 82633

TABLE OF CONTENTS

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

All items checked are in this packet.

End of Section

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Bidder Initials: DS

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SPECIFICATIONS

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

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

--

	Meets Specifications	Yes	No
I. ENGINE			
1. To be a minimum of 3.3 Liter V6 Gasoline(Flex Fuel) Engine	99B/44u	✓	
2. Must be pursuit rated and AWD(4WD)		✓	
3. Engine block heater	41 H	✓	
4. Heavy Duty cooling system with large high volume radiator		✓	
5. Engine oil cooler		✓	
6. Describe:	Meets all specs		

	Meets Specifications	Yes	No
II. AXLES, SUSPENSION FRONT AND REAR			
1. Front axle to be 4WD or AWD		✓	
2. Heavy Duty front and rear shocks and struts		✓	
3. Front and Rear Stabilizer bars		✓	
4. Noise Suppression included	60R	✓	
5. Describe	Meets all specs		

	Meets Specifications	Yes	No
III. WHEELS AND TIRES			
1. All-Season Radial, BSW load capacity are to be required by the manufacturer GVWR specified		✓	
2. Tires are to be speed rated for a pursuit vehicle		✓	
3. Manufacturers standard steel wheels		✓	
4. Full size spare tire and wheel		✓	
5. Full wheel cover or center cap		✓	
6. Describe:	Meets all specs.		

	Meets Specifications	Yes	No
IV. BRAKE/ BRAKE RELATED EQUIPMENT			

Bidder Initials: DS
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1. 4-Wheel heavy duty antilock disc brake system	✓	
2. Traction/ Stability control	✓	
3. Standard Police Package: Describe: <i>see attached literature</i>	✓	
4. Police calibrated high-performance braking system	✓	
5. Describe: <i>meets all specs.</i>		

	Meets Specifications	Yes	No
V. BUMPERS			
1. Front: Manufacturers standard Police Package		✓	
2. Recovery Hooks On Rear		✓	
3. Rear: Manufacturers standard Police Package		✓	
4. Class III (3) Receiver Hitch		✓	
5. Describe: <i>meets all specs.</i>			

	Meets Specifications	Yes	No
VI. STEERING			
1. Power Steering package with power assist		✓	
2. Manual Tilt/ Telescoping Steering Wheel		✓	
3. Describe: <i>meets all specs</i>			

	Meets Specifications	Yes	No
VII. ELECTRICAL SYSTEM			
1. High capacity Police package: Wiring/ Alternator		✓	
2. AGM Battery		✓	
3. Factory installed spotlight <i>SIR</i>		✓	
4. Must have predrilled headlights and taillights for LED inserts		✓	
5. Must have phone/ device Bluetooth setup (Sync)		✓	
6. Factory installed "Dark Mode"		✓	
7. Rear AUX. taillights (43A) Optional <i>optional @ \$400.00</i>		Opt.	
8. Tail lamp package (66B)		✓	
9. Rear door lock inoperable. <i>686</i>		✓	
10. Describe: <i>meets all specs.</i>			

	Meets Specifications	Yes	No
VIII. TRANSMISSION AND EQUIPMENT			
1. 10 Spd. Police calibrated transmission/ transaxle		✓	
2. Column shift		✓	
3. Manual Police Pursuit Mode		✓	
4. Heavy duty transmission cooler		✓	
5. Describe: <i>meets all specs.</i>			

Bidder Initials: *DS.*

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	Meets Specifications	Yes	No
IX. CAB AND RELATED EQUIPMENT			
1. Manual integral heating and air conditioning <i>Electronic</i>		✓	
2. AM/FM radio with Bluetooth capability (SYNC)		✓	
3. Solar Tint windows 2 nd row <i>92R</i>		✓	
4. Interior mirror, wide angle, day/night type		✓	
5. Heated power mirrors		✓	
6. Drivers seat: 6-way power adjust, Police grade cloth		✓	
7. Rear seats: Police grade vinyl		✓	
8. Floor: Heavy duty vinyl		✓	
9. Passenger airbag on/off sensor		✓	
10. Cruise control		✓	
11. Keyless entry (without keypad)		✓	
12. Vehicle must communicate with Police Radar Unit for patrol speed via DLC, video metadata		✓	
13. Cargo area lamp		✓	
14. Power adjust front passenger seat		✓	
15. Describe: <i>meets all specs.</i>			

	Meets Specifications	Yes	No
X. PAINT AND TRIM			
1. Exterior paint is Oxford White		✓	
2. Interior is light grey or Onyx		✓	
3. Describe: <i>meets all specs.</i>			

XI. MANUALS			
1. Complete operator and service manuals will be with vehicle upon delivery		✓	
2. Describe: <i>Included, USB format.</i>			

XII. WARRANTY			
1. Base warranty shall be minimum of 3 year/ 36,000 mile whichever comes first		✓	
2. Warranty on powertrain shall be 5 years/100,000 miles or whichever comes first		✓	
3. Corrosion/ Perforation warranty shall be 5 years/100,000 miles or whichever comes first		✓	
4. Describe: <i>meets all specs.</i>			

Bidder Initials: *D.S.*
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CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
February 5th, 2025

1. DEFINED TERMS

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

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New Specified Police Package Explorer SUV** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00 PM MST on Feb. 5th, 2025** and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at **Douglas City Hall**, or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.

/s/ Sonya Ortega, City Clerk; Published: **January 22nd and January 29th 2025**, Douglas Budget

Bidder Initials: PS.

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CITY OF DOUGLAS
BID INFORMATION AND FORMS

1. Sealed bids will be received until **2:00 PM February 25th 2025** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for **One New Specified Police Package Explorer SUV**. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked **New Specified Police Package Explorer SUV** with the bidder's name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained at the **Douglas City Hall, 101 N. 4th St.** Douglas Wyoming 82633, or on the City of Douglas website, www.cityofdouglas.org, under "Bid Postings/Related Documents" section.
4. Delivery will be accepted F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
6. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall be made upon request to City of Douglas, ADA Coordinator Tony Tolstedt at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.
7. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.

Bidder Initials: PS.

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8. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section

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Bidder Initials: DS.

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SCHEDULE OF PRICES

Company Name: Fremont Motor Company

Mailing Address: 1731 W. Main St., Lander, WY 82520
to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated February 5th, 2025.

BID ITEM DESCRIPTION

Year – Make – Model:	2025 FORD POLICE INTERCEPTOR UTILITY
Base Bid:	\$
Option #1: (Describe) 2025 Police Package Explorer SUV	\$ 47,066
Option #2: (Describe) VII # 7 Rear AUX taillights 43A	\$ 400
Less Trade-In (Describe) N/A	-\$ —
Less Government Concessions:	-\$ 1,000
Total Bid Amount:	\$ 46,466

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: 

Printed Name & Title of Signer: David Sutherland Fleet Manager

Company Name & Address of Bidder: Fremont Motor Company
1731 W. Main St., Lander, WY 82520

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

End of Section

.....

Bidder Initials: DS.

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SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: _____ doing business as: _____
(Name)

Address: _____ Phone: _____

A PARTNERSHIP

By: _____ (seal)
(Firm Name)

Business Address: _____ Phone: _____
(General Partner)

A CORPORATION

By: Fremont Motor Company of Wyoming
(Corporation Name) (State of Incorporation)

By: [Signature] Fleet Manager
(Signature) (Title)

ATTEST: David Sutherland
(Corporate Seal)

Business Address: 1731 W Main St Phone: 307-286-7048
Lander, WY 82520

A JOINT VENTURE

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

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

Bidder Initials: DS-
Updated Form 12-2019, Page 7 of 12

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

Name of Company	Fremont Motor Company
Attention To	David Sutherland, Fleet Manager
Mailing Address	1731 W. Main St. Lander, WY 82650
City/State/ZIP	

Project (as it appears on Bid documents)	One 2025 Specified Police Package Explorer SUV
Contract Price	46,466

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated **January 22nd and 29th, 2025**. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	2025 FORD POLICE INTERLEPTOR UTILITY
Base Bid:	\$
Option #1: (Describe) 2025 Police Package Explorer	\$ 47,066
Option #2: (Describe) VII #7 Rear AUX taillights 43A	\$ 400
Less Trade-In (Describe) N/A	-\$
Less Government Concessions:	-\$ 1,000
Total Bid Amount:	\$ 46,466

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

Other conditions or precedents, if any:

--

Dated this 19 day of February, 2025.

Bidder Initials: DS
Updated Form 12-2019, Page 8 of 12

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: J.D. Cox, City Manager

Printed Name: _____

Title: _____

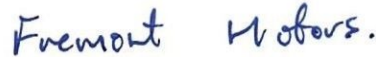
Please sign and send back to: City of Douglas, Attn: City Clerk
P.O. Box 1030, Douglas, WY 82633

End of Section

.....

Bidder Initials: PS

Updated Form 12-2019, Page 9 of 12



Sales Code : F56408

01/27/25

2025 POLICE INTERCEPTOR UTILITY

PROPRIETARY

POLICE INTERCEPTOR MAJOR PRODUCT CHANGES

Unique Police Interceptor Utility Features Include:

MODEL/SERIES/AVAILABILITY

- 3 Available Models
 - 3.3L V6 Direct-Injection Hybrid Engine System (AWD) Late Availability
 - 3.3L V6 Direct-Injection AWD
 - 3.0L V6 EcoBoost® AWD
- 1 Available Series
 - 500A

MECHANICAL

- 3.3L Police-Calibrated V6 Direct-Injection Hybrid Engine System – Standard (Hybrid technology is optimal for performance and long days spent idling on the job)
- AWD Drivetrain – Standard for enhanced handling precision and unsurpassed traction on wet or dry surfaces
- Transmission – 10-speed automatic, police calibrated for maximum acceleration and faster closing speeds
- Lithium-Ion Battery Pack
- Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Brakes – Police calibrated high-performance regenerative braking system
- 4-Wheel heavy-duty disc w/heavy-duty front and rear calipers
- Brake Rotors – large mass for high thermal capacity and calipers with large swept area.
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- DC/DC converter – 220-Amp (in lieu of alternator)
- ★ H8 AGM Battery (Standard; 850 CCA/92-amp)
- Cooling System – Heavy-duty, large high volume radiator, Engine oil cooler and transmission oil cooler
- Engine Idle Hour Meter
- Engine Hour Meter
- Powertrain mounts – Heavy-Duty
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks
- Note: Includes Class III Trailer Tow Lighting Package
- Wheels
 - Heavy-duty steel, vented with center cap
 - Full size spare tire w/TPMS
- 50-State Emissions System

INTERIOR FEATURES

- Cargo Area – Spacious area for police equipment; Lithium-Ion Battery Pack does not intrude into the cargo area
- Column Shifter
- Seats
 - Front – Police grade cloth – 6-way power-adjustable Manual lumbar, seatback foam designed to comfortably accommodate a utility belt
 - Built-in steel intrusion plates in both front-seatbacks
 - 2nd Row – Police grade vinyl, offers easy care for cleaning
- Flooring – Heavy-Duty vinyl; offers ease of cleaning and long-term durability
- Speedometer – Certified, digital readout in message center and analog gauge
- Universal equipment tray atop instrument panel (ideal for radar and other police equipment)

POLICE UPFIT FRIENDLY

- Consistent 11-inch space between driver and passenger seats for aftermarket consoles (9-inch center console mounting plate)
- Console mounting plate
- Dash pass-thru opening for aftermarket wiring
- Headliner – Easy to service
- Integrated LED police flashers (available)
- Two (2) 50-amp battery ground circuits – power distribution junction block (repositioned behind 2nd row seat floorboard).

TECHNOLOGY

- 12.1" Integrated Computer Screen (Available; includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area)
- Police Perimeter Alert (available; detects and analyzes motion in an approximately 270-degree radius on sides and back of vehicle)
- Rear Camera On-Demand
- Rear Auxiliary Liftgate Lights (available; Red/Blue LED Lights; located beneath liftgate glass in applique panel)
- Rear Spoiler Traffic Warning Lights (LED) – Fully integrated in rear spoiler for enhanced visibility; Provides red/blue/amber directional lighting – fully programmable (available)
- Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning and Automatic Emergency Braking and unique disable switch for Law Enforcement use)
- BLIS® – Blind Spot Monitoring with Cross-traffic Alert
- Bluetooth® Interface – Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
- Unique Steering Wheel (with 4-remappable latching switches)

SAFETY/SECURITY HIGHLIGHTS

- 75-mph Rear-impact Crash Tested
- Note: The full-size spare tire secured in the factory location is necessary to achieve police-rated 75-mph rear impact crash-test performance attributes
- AdvanceTrac® w/RSC® (Roll Stability Control®) police tuned gyroscopic sensors work seamlessly with the ABS
- Ballistic Door-Panels (National Institute of Justice (NIJ) certified to stop Type III, IV, all lesser NIJ rounds, as well as additional special threat rounds) (available)
- Exterior Key Locks – Driver, passenger and liftgate
- Simple Fleet Key (w/o microchip, easy to replace, 4-keys)
- Police Engine Idle feature
- ★ Reverse Sensing

GENERAL

- Underbody deflector plate no longer standard on EcoBoost® models (order 76D)
- Front Headlamp Lighting Solution now includes Red/Blue/White LED Strobes

WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper
- 8 Year / 100,000 Miles Hybrid Unique Components

POWERTRAIN CARE EXTENDED SERVICE PLAN

- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Product Changes and Features Availability

Features, options, and package content subject to change. Please check www.fmcdealer.com for the most current information.

★ = New for this model year

01/27/25

2025 POLICE INTERCEPTOR UTILITY STANDARD EQUIPMENT

PROPRIETARY

The following items are std. 2025MY POLICE INTERCEPTOR UTILITY vehicle:

MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks
- Note: Includes Class III Trailer Tow Lighting Package
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection Hybrid Engine System
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- ★ H8 AGM Battery (850CCA/92-amp)
- Lithium-Ion Battery Pack
- ★ Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Suspension – independent front & rear
- Transmission – 10-speed automatic
- Transmission Oil Cooler

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower body-side cladding (MIC)
- Door Handles – Black (MIC)
- Exhaust, True Dual (down-turned)
- Daytime Running Lamps – Configurable ON/OFF through instrument cluster
- Note: Select option (942) if desire is to have Daytime Running Lamps permanently on (cannot be turned off or reprogrammed)
- Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam
- Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
 - Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
 - Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
 - Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst
 - Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Dual Pwr/Heated/Manual Fold Back Mirror
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tail lamps – LED
- ★ Tail Lamp Prep Kit
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with polished stainless steel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks in cargo area
- Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
- ★ Climate Control – Rear Aux A/C System
- ★ Dark Car
- Door-Locks
 - Power
 - Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)
- Heated Sanitization Solution
- Liftgate Release Switch located in overhead console (45 second timeout feature)
- Lighting
 - Overhead Console
 - Red/White Task Lighting in Overhead Console
- Mirror – Day/Night Rear View
- Particulate Air Filter
- Powerpoints – (2) USB A+C Type Ports

INTERIOR/COMFORT (continued)

- Rear-door closeout panels
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
 - 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
 - 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way power lumbar)
 - 1st Row – Passenger 8 Power -way Power track with 2-way power recline and 2-way power lumbar
 - Built-in steel intrusion plates in both driver/passenger seatbacks
 - 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- ★ Red and White Dome Lamp in Cargo Area
- Speed (Cruise) Control
- ★ Speedometer – New LCD 12.3" Display Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4 user – configurable latching switches
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control®)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Over Protection and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- ★ BLIS® – Blind Spot Monitoring with Cross-traffic Alert
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- ★ Rear Cross Traffic Brake Assist
- Note: Includes unique one-touch temporary disable switch for Law Enforcement use
- Child-Safety Locks (capped; set to "on")
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Police Perimeter Alert detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking
- ★ Pre-Collision Mitigation system
- Note: Includes unique one-touch temporary disable switch for Law Enforcement use
- ★ Rearview Camera viewable on 8" Center Stack Screen
- ★ 1/4 Scale Rear Camera Display (Available)
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

- ★ 100 Watt Siren/Speaker Prep Kit
- Speed Control
- Audio
 - AM/FM / MP3 Capable / Clock / 4-speakers
 - SYNC® Phoenix — Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
 - USB Port — (1)
 - 8" Color LCD Screen Center-Stack "Smart Display"
 - Supports Android Auto and Apple CarPlay
- ★ Vehicle Intergration System 2.0 Located behind 2nd row passenger seat floorboard
- Note: Capable of outputting 100 Amps of Power shared with Power Distribution Box
- Easy Fuel® Capless Fuel-Filler
- Fleet Telematics Modem
 - Allows data to be provided to support Ford Pro™ Telematics and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at <https://fordpro.com/en-us/telematics/> or call 1-833-811-FORD (3673)
- Front door tether straps (driver/passenger)
- ★ PAITRO output tied to liftgate release switch (Police Accessory Independent Timed-Release Output)
- ★ Police Engine Idle

★ = New for this model year

01/27/25

**2025 POLICE INTERCEPTOR UTILITY
STANDARD EQUIPMENT**

PROPRIETARY

FUNCTIONAL (continued)

- Power pigtail harness
- Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
- ★ Keyless Entry – Key FOB Only (Less PATS) – Includes 4 fobs
- Two-way radio pre-wire
- Two (2) 50 – amp battery power circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper

★ = New for this model year

01/27/25

2025 POLICE INTERCEPTOR UTILITY EQUIPMENT GROUP

PROPRIETARY

Series	Option Code	Police Interceptor 500A
Police Interceptor Utility AWD	K8A	S
AWD 3.3L V6 Direct-Injection Hybrid Engine System with 10-Speed Automatic Transmission (136-MPH Top Speed)	99W/44B	S
AWD 3.3L V6 Direct-Injection with 10-Speed Automatic Transmission (136-MPH Top Speed) Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, and replaces 19-gallon tank with 21.4-gallon tank	99B/44U	O
AWD 3.0L V6 EcoBoost® with 10-Speed Automatic Transmission – (148-MPH Top Speed) Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, and replaces 19-gallon tank with 21.4-gallon tank Note: Not available with Police Upgrade Package (65U)	99C/44U	O
EQUIPMENT GROUP		
Police Upgrade Package 1st and 2nd Row Carpet Floor Covering - Cloth Seats – Rear - Center Floor Console less shifter (Maintains Column Shifter) - Includes Console and Top Plate with 2 cup holders - Floor Mats, front and rear (carpeted) 18" Aluminum Wheel - Selectable Sport Mode - High Series Headlamp with LED Corner Warning Lights - Includes SYNC Phoenix ® Note: Not available with EcoBoost Powertrain (99C/44U) Note: Not available with Ready for the Road (67H) Note: Not available with Ultimate Wiring Package (67U) Note: Not Available with Side Marker LED (63B)	65U	O
Front Headlamp Lighting Solution - Includes LED Low beam/High beam headlamp, Wig-wag function and (2) Red/Blue/White LED side warning lights in each headlamp (factory configured: driver's side White/Red / passenger side White/Blue) - Includes pre-wire for grille LED lights, siren and speaker - Wiring, LED lights included (in headlamps only; grille lights not included). Controller "not" included Note: Included with Ready for the Road (67H) Note: Recommend using Ultimate Wiring Package (67U) Note: Included with Police Upgrade Package (65U)	66A	O
Tail Lamp Lighting Solution - Includes LED Tail Lamp Wig-Wag Module (Red/White) – Red Brake Lights and White Reverse Lights - LED lights only. Wiring, controller "not" included Note: Call for Brake Lights or Reverse Lights overrides Wig-Wag Flashing Note: Included with Ready for the Road (67H) Note: Recommend using Ultimate Wiring Package (67U)	66B	O
Rear Lighting Solution - Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass - Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open) - LED lights only. Wiring, controller "not" included Note: Included with Ready for the Road (67H) Note: LED lights only – does "not" include wiring or controller Note: Recommend using Ultimate Wiring Package (67U)	66C	O
Ready for the Road Package: All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus - Whelen Cencom Light Controller Head with dimmable backlight - Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat) - Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtailed - High current pigtail - Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head - Pre-wiring for grille LED lights, siren and speaker - Rear console plate (85R) – contours through 2nd row; channel for wiring - Grille linear LED Lights (Red / Blue) and harness 100-Watt Siren / Speaker - Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P) Note: Not available with options: 66A, 66B, 66C, 67U	67H	O
Ultimate Wiring Package Includes the following: - Rear console mounting plate (85R) – contours through 2nd row; channel for wiring - Pre-wiring for grille LED lights, siren and speaker - Wiring harness I/P to rear cargo area (overlay) - Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille) - One (1) 10-amp siren/speaker circuit engine compartment - Rear hatch/cargo area wiring – supports up to six (6) rear LED lights - Does "not" include LED lights, side connectors or controller Note: Recommend Police Wire Harness Connector Kit 67V Note: Not available with options: 65U, 67H	67U	O

★ = New for this model year

P = Included in Equipment Group, S = Standard Equipment, O = Optional

01/27/25

2025 POLICE INTERCEPTOR UTILITY EQUIPMENT GROUP

PROPRIETARY

EQUIPMENT GROUP

(Continued)

Police Wire Harness Connector Kit – Front/Rear

For connectivity to Ford PI Package solutions includes:

• Front

- (2) Male 4-pin connectors for siren
- (5) Female 4-pin connectors for lighting/siren/speaker
- (1) 4-pin IP connector for speakers
- (1) 4-pin IP connector for siren controller connectivity
- (1) 8-pin sealed connector
- (1) 14-pin IP connector

• Rear

- (2) Male 4-pin connectors for siren
- (5) Female 4-pin connectors for lighting/siren/speaker
- (1) 4-pin IP connector for speakers
- (1) 4-pin IP connector for siren controller connectivity
- (1) 8-pin sealed connector
- (1) 14-pin IP connector

67V

O

KEY EXTERIOR OPTIONS

Engine Block Heater

41H

O

License Plate Bracket – Front

153

O

Lamps / Lighting

Daytime Running Lamps (Permanently on – cannot be turned off or reprogrammed)

Note: Replaces Standard Configurable Daytime Running Lamps for agencies that require Permanently on Daytime Running Lamps

942

O

Front Warning Auxiliary LED Lights (Driver side – Red / Passenger side – Blue)

Note: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

21L

O

Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel)

- LED lights only. Wiring, controller “not” included

Note: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

43A

OPTIONAL
O

Rear Quarter Glass Side Marker LED Lights (Driver side – Red / Passenger side – Blue)

- LED lights only. Wiring, controller “not” included

Note: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

63L

O

Rear Spoiler Traffic Warning Lights (LED)

- Fully integrated in rear spoiler for enhanced visibility
- Provides red/blue/amber directional lighting – fully programmable

Note: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U) (when not ordering the Interior Upgrade Package [65U])

Note: Rear Console Plate no longer required; can be ordered with Interior Upgrade Package (65U)

96T

O

Side Marker LED – Sideview Mirrors (Driver side – Red / Passenger side – Blue)

- Located on exterior mirror housing
- LED lights only. Wiring, controller “not” included

Note: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

Note: Not available with Police Upgrade Package (65U)

63B

O

Spot Lamp Prep Kits

Spot Lamp Prep Kit, Driver Only

Note: Recommended if you plan to add Spot Lamps due to High Strength A-Pillar Tubes.

Note: Does not include spot lamp housing and bulb

51P

O

Spot Lamp Prep Kit, Dual Driver and Passenger

Note: Does not include spot lamp housing and bulbs

51W

O

Spot Lamp – LED Bulb:

Driver Only (Unity)

51R

O

Driver Only (Whelen)

51T

O

Dual (driver and passenger) (Unity)

51S

O

Dual (driver and passenger) (Whelen)

51V

O

Body

Glass – Solar Tint 2nd Row door glass, Rear Quarter and Liftgate Window (Deletes Privacy Glass)

92G

O

Glass – Solar Tint 2nd Row Only door glass, Privacy Glass on Rear Quarter and Liftgate Window

92R

O

Underbody Deflector Plate (engine and transmission shield)

76D

O

Wheels

Wheel Covers (18" Full Face Wheel Cover)

Note: Only available with the standard Police wheel, not available with Police Upgrade Package 65U

65L

O

18" Painted Aluminum Wheel –

Note: Spare wheel is an 18" conventional (Police) black steel wheel. Not available with 65L

64E

O

Audio / Video

12.1" Integrated Computer Screen

- Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area
- Includes Audio Video Extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable
- Includes SYNC Phoenix ®

47E

O

¾ Size Picture in Picture (8" Rear Camera Image in upper lefthand quadrant of display)

Note: Not available with Integrated Computer Screen (47E)

87M

O

Doors / Locks

Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows)

Note: Not available with 68G – includes all content of 68G

Note: Can manually remove window or door disable plate with special tool

Note: Locks/windows operable from driver's door switches

52P

O / P-67H

★ = New for this model year

P = Included in Equipment Group, S = Standard Equipment, O = Optional

01/27/25

2025 POLICE INTERCEPTOR UTILITY EQUIPMENT GROUP

PROPRIETARY

EQUIPMENT GROUP		
Doors / Locks (continued)		
Rear-Door controls Inoperable (locks, handles and windows) Note: Not available with 52P. Note: Can manually remove window or door disable plate with special tool Note: Locks/windows operable from driver's door switches	68G	O
Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the 45-second Liftgate Lock Release + PAITRO Timer) Note: Overhead Liftgate Button and Blue Liftgate Release Button on key fob will NOT have any function when pressed with this option	18D	O
Keys		
Keyed Alike – 1435x	59E	O
Keyed Alike – 1284x	59B	O
Keyed Alike – 0135x	59D	O
Keyed Alike – 0576x	59F	O
Keyed Alike – 1111x	59J	O
Keyed Alike – 1294x	59C	O
Keyed Alike – 0151x	59G	O
Flooring / Seats		
1 st and 2 nd row carpet floor covering (includes floor mats, front and rear)	16C	O / P-65U
2 nd Row Cloth Seats	88F	O / P-65U
Manual Passenger Seat 4-way (2-way manual track with 2-way manual recline)	87A	O
Front Console Plate Delete Note: Not available with option: 67H, 67U, 85R	85D	O / P-65U
Rear Console Plate Note: Not available with option: 65U, 85D	85R	O / P-67H / P-67U
Less Rear Aux A/C System	17B	O
Safety & Security		
Ballistic Door-Panels (Level III+) – Driver Front-Door Only ¹	90D	O
Ballistic Door-Panels (Level III+) – Driver & Pass Front-Doors ¹	90E	O
Ballistic Door-Panels (Level IV+) – Driver Front-Door Only ²	90F	O
Ballistic Door-Panels (Level IV+) – Driver & Pass Front-Doors ²	90G	O
Misc		
Badge Delete • Deletes the "Police Interceptor" badging on rear liftgate • Deletes the "Interceptor" badging on front hood (EcoBoost®)	16D	O
Cargo Storage Vault (includes lockable door and compartment light)	63V	O
Noise Suppression Bonds (Ground Straps)	60R	O
Rear Bumper Step Pad	16P	O
100 Watt Siren/Speaker (includes bracket and pigtail)	18X	O / P-67H

¹ Tested and meets the requirements of NIJ Standard 0108.01 Level III:
• 7.62 x 51 mm 9.7g M80 (.308 Winchester 150gr)
Per LAPD requirements, they're also designed to withstand special threat rounds:
• 7.62 x 39 mm MSC 7.9g (Type 56)
• 5.56 x 45 mm M193 3.36g
• 5.56 x 45mm M855 4g

² Tested and meets the requirements of NIJ Standard 0108.01 Level IV:
• .30-06 M2 AP 166gr (7.62 x 63 APM2 10.8g)
Also designed to withstand special threat rounds:
• 7.62 x 54R LPS 9.65g
• 7.62 x 51 mm M61 9.75g (.308 Winchester 150.5gr)
In addition, Level IV+ includes all of the NIJ Level III and LAPD rounds listed in footnote 1.

★ = New for this model year

P = Included in Equipment Group, S = Standard Equipment, O = Optional

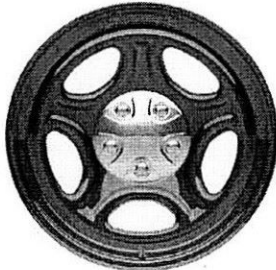
**2025 POLICE INTERCEPTOR UTILITY
FUNCTIONAL EQUIPMENT**

PROPRIETARY

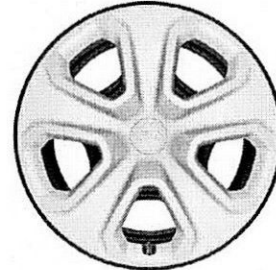
AXLE AVAILABILITY

***Final Drive Ratio = 3.73
HEV and 3.3L AWD Police
Interceptor***

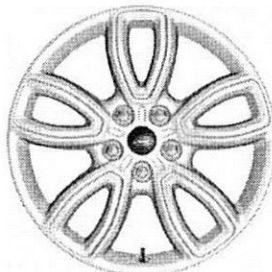
***Final Drive Ratio = 3.31
AWD EcoBoost®
Police Interceptor***

WHEEL AVAILABILITY

18" 5-spoke painted black steel wheels with center caps (5th wheel is full-size spare) – Standard



18" 5-spoke full face wheel covers with metal clips – Optional (65L)



18" painted Aluminum wheels, Available in Police Upgrade Package (65U)



STATE OF WYOMING

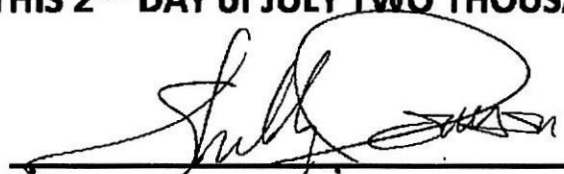
CERTIFICATE OF RESIDENCY



Contractor Number: 1121

FREMONT MOTOR COMPANY

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.
GRANTED THIS 2ND DAY of JULY TWO THOUSAND AND 24



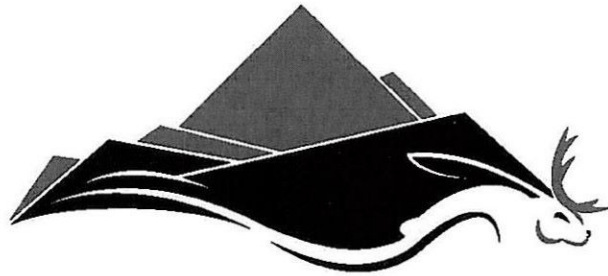
Michele Johnson, Program Manager

EXPIRATION DATE: 7/1/2025



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

CERTIFICATE SERIAL NUMBER: 0207202409



CITY OF DOUGLAS

Bid Specifications and Contract Documents for One 2025 Specified Police Package Explorer SUV

Douglas City Hall
101 N. 4th Street
PO Box 1030
Douglas, WY 82633

City of Douglas
PO Box 1030
Douglas, WY 82633

TABLE OF CONTENTS

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

All items checked are in this packet.

End of Section

.....

Bidder Initials: ES
Updated Form 12-2019, Page 2 of 13

CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
February 5th, 2025

1. DEFINED TERMS

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

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New Specified Police Package Explorer SUV** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00 PM MST on Feb. 5th, 2025** and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at **Douglas City Hall**, or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.

/s/ Sonya Ortega, City Clerk; Published: **January 22nd and January 29th 2025**, Douglas Budget

Bidder Initials: ES
Updated Form 12-2019, Page 3 of 13

**CITY OF DOUGLAS
BID INFORMATION AND FORMS**

1. Sealed bids will be received until **2:00 PM February 25th 2025** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for **One New Specified Police Package Explorer SUV**. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked **New Specified Police Package Explorer SUV** with the bidder's name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained at the **Douglas City Hall, 101 N. 4th St.** Douglas Wyoming 82633, or on the City of Douglas website, www.cityofdouglas.org, under "Bid Postings/Related Documents" section.
4. Delivery will be accepted F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
6. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall be made upon request to City of Douglas, ADA Coordinator Tony Tolstedt at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.
7. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.

Bidder Initials: ES
Updated Form 12-2019, Page 4 of 13

8. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section

.....

Bidder Initials: ES
Updated Form 12-2019, Page 5 of 13

SCHEDULE OF PRICES

Company Name: Greiner Ford of Casper

Mailing Address: 3333 CY Ave. Casper, WY 82604
to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated **February 5th, 2025**.

BID ITEM DESCRIPTION

Year – Make – Model:	2025 Ford Explorer Police Package
Base Bid:	\$
Option #1: (Describe) 2025 Police Package Explorer SUV	\$46,938
Option #2: (Describe)	\$
Less Trade-In (Describe) N/A	-\$
Less Government Concessions:	-\$ 1,000
Total Bid Amount:	\$45,938

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: _____

Printed Name & Title of Signer: Eric Suppes Fleet Manager

Company Name & Address of Bidder: Greiner Ford of Casper

3333 CY Ave. Casper, WY 82604

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

End of Section

.....

Bidder Initials: ES
Updated Form 12-2019, Page 6 of 13

SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: _____ doing business as: _____
(Name)
Address: _____ Phone: _____

A PARTNERSHIP

By: _____ (seal)
(Firm Name)

(General Partner)
Business Address: _____ Phone: _____

A CORPORATION

By: Lithia Motors of Oregon
(Corporation Name) (State of Incorporation)

By: [Signature] Business Manager
(Signature) (Title)

ATTEST: _____ (Corporate Seal)

Business Address: _____ Phone: _____

A JOINT VENTURE

By: _____ Address: _____
By: _____ Address: _____
By: _____ Address: _____
By: _____ Address: _____

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

Bidder Initials: ES
Updated Form 12-2019, Page 7 of 13

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

Name of Company	Greiner Ford of Casper
Attention To	Eric Suppes
Mailing Address	3333 CY Ave.
City/State/ZIP	Casper, WY 82604

Project (as it appears on Bid documents)	
Contract Price	

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated **January 22nd and 29th, 2025**. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	2025 Ford Explorer Police Package	
Base Bid:		\$
Option #1: (Describe) 2025 Police Package Explorer		\$ 46,938
Option #2: (Describe)		\$
Less Trade-In (Describe) N/A		-\$
Less Government Concessions:		-\$ 1,000
Total Bid Amount:		\$ 45,938

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

Other conditions or precedents, if any:

--

Dated this 25 day of February, 2025.

Bidder Initials: ES
Updated Form 12-2019, Page 8 of 13

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: J.D. Cox, City Manager

Printed Name: _____

Title: _____

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

End of Section

.....

Bidder Initials: ES
Updated Form 12-2019, Page 9 of 13

SPECIFICATIONS

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

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

--

	Meets Specifications	Yes	No
I. ENGINE			
1. To be a minimum of 3.3 Liter V6 Gasoline(Flex Fuel) Engine	X		
2. Must be pursuit rated and AWD(4WD)	X		
3. Engine block heater	X		
4. Heavy Duty cooling system with large high volume radiator	X		
5. Engine oil cooler	X		
6. Describe:			

	Meets Specifications	Yes	No
II. AXLES, SUSPENSION FRONT AND REAR			
1. Front axle to be 4WD or AWD	X		
2. Heavy Duty front and rear shocks and struts	X		
3. Front and Rear Stabilizer bars	X		
4. Noise Suppression included	X		
5. Describe			

	Meets Specifications	Yes	No
III. WHEELS AND TIRES			
1. All-Season Radial, BSW load capacity are to be required by the manufacturer GVWR specified	X		
2. Tires are to be speed rated for a pursuit vehicle	X		
3. Manufacturers standard steel wheels	X		
4. Full size spare tire and wheel	X		
5. Full wheel cover or center cap	X		
6. Describe:			

	Meets Specifications	Yes	No
IV. BRAKE/ BRAKE RELATED EQUIPMENT			

Bidder Initials: ES

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1. 4-Wheel heavy duty antilock disc brake system	X	
2. Traction/ Stability control	X	
3. Standard Police Package: Describe:	X	
4. Police calibrated high-performance regenerative braking system	X	
5. Describe:		

	Meets Specifications	Yes	No
V. BUMPERS			
1. Front: Manufacturers standard Police Package	X		
2. Recovery Hooks	X		
3. Rear: Manufacturers standard Police Package	X		
4. Class III (3) Receiver Hitch	X		
5. Describe: RECOVERY HOOKS ARE LOCATED IN THE REAR			

	Meets Specifications	Yes	No
VI. STEERING			
1. Power Steering package with power assist	X		
2. Manual Tilt/ Telescoping Steering Wheel	X		
3. Describe:			

	Meets Specifications	Yes	No
VII. ELECTRICAL SYSTEM			
1. High capacity Police package: Wiring/ Alternator	X		
2. Lithium ION Battery Pack	X		
3. Factory installed spotlight	X		
4. Must have predrilled headlights and taillights for LED inserts	X		
5. Must have phone/ device Bluetooth setup (Sync)	X		
6. Factory installed "Dark Mode"	X		
7. Rear AUX. taillights (43A)	X		
8. Tail lamp package (66B)	X		
9. Rear door lock inoperable.	X		
10. Describe:			

	Meets Specifications	Yes	No
VIII. TRANSMISSION AND EQUIPMENT			
1. 10 Spd. Police calibrated transmission/ transaxle	X		
2. Column shift	X		
3. Manual Police Pursuit Mode	X		
4. Heavy duty transmission cooler	X		
5. Describe:			

Bidder Initials: ES
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	Meets Specifications	Yes	No
IX. CAB AND RELATED EQUIPMENT			
1. Manual integral heating and air conditioning	X		
2. AM/FM radio with Bluetooth capability (SYNC)	X		
3. Solar Tint windows 2 nd row	X		
4. Interior mirror, wide angle, day/night type	X		
5. Heated power mirrors	X		
6. Drivers seat: 6-way power adjust, Police grade cloth	X		
7. Rear seats: Police grade vinyl	X		
8. Floor: Heavy duty v	X		
9. Passenger airbag on/off switch	X		
10. Cruise control	X		
11. Keyless entry (without keypad)	X		
12. Vehicle must communicate with Police Radar Unit for patrol speed via DLC, video metadata	X		
13. Cargo area lamp	X		
14. Manual adjust front passenger seat	X		
15. Describe:			

	Meets Specifications	Yes	No
X. PAINT AND TRIM			
1. Exterior paint is Oxford White	X		
2. Interior is light grey or Onyx	X		
3. Describe:			

XI. MANUALS		
1. Complete operator and service manuals will be with vehicle upon delivery	X	
2. Describe:		

XII. WARRANTY		
1. Base warranty shall be minimum of 3 year/ 36,000 mile whichever comes first	X	
2. Warranty on engine 8 year/ 100,000 miles, whichever comes first and cover all parts and labor, a copy of warranty shall be with vehicle at time of delivery.	X	
3. Warranty on powertrain shall be 5 years/100,000 miles or whichever comes first	X	
4. Paint/ Finish warranty shall be 5 years/100,000 miles or whichever comes first	X	
5. Describe:		

Bidder Initials: ES
Updated Form 12-2019, Page 12 of 13

Bidder Initials: ES
Updated Form 12-2019, Page 13 of 13



Agenda Item Report

City Council – March 10, 2025

Item

Bid Award: WTP Headworks sluice gate replacement-Project #1310: Supply and Delivery of Cast Iron Slide Gates

Responsible Staff Contact

Josh Oberlander

Recommendation

I recommend the council award the bid from Southwest Valve and Equipment for \$82,584, for replacement sluice gate valves.

Executive Summary

This bid is to order and deliver replacement sluice gate valves for the headworks of the water treatment plant.

Background

The headworks structure for the water plant was constructed in the early 1990's. The existing sluice gate valves are approaching 35 years old, and leak significantly into the headworks vault, making servicing the intake structure very difficult. These valves will replace the existing failed valves of the intake structure. The lead time for the replacement valves is approximately 20 weeks. This coming fall, when the new valves arrive, quotes/bids from contractors will be received for installation during the winter of 25/26 while the surface water plant is offline, and the flows in the river are lower.

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

SD Commitment

SD Commitment Strategy

SD Commitment KPI

SD Outcome

SD Outcome Strategy

SD Outcome KPI

2014 Master Plan

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department Public Works/Water Treatment

Project/Line Item(s) WTP Headworks Sluice Gate Replacement

Budgeted Amount \$140,000 (including installation)

Anticipated Amount \$82,584 +Install

Action Requested/Recommended Motion

Award the bid from Southwest Valve and Equipment for \$82,584, for replacement sluice gate valves, and authorize City Manager Cox to sign all associated documents.

Attachments

1. Bid Tabulation
2. Notice to Award
3. Recommendation for Award
4. Southwest Valve and Equipment Bid

BID TABULATION
CITY OF DOUGLAS WTP SLIDE GATE PROCURMENT

Bid Date: February 26th, 2025 @ 2:00PM MST

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in this schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications

LS = Lump Sum EA = Each LF =
 Linear Feet AC = Acre

Schedule A - Slide Gates				Dana Kepner Company, LLC		Southwest Valve and Equipment	
Item	Description	Unit	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost
A1	18x18" Cast Iron Slide Gates	EA	5	\$16,196.00	\$80,980.00	\$13,414.00	\$67,071.00
A2	24x24" Cast Iron Slide Gates	EA	1	\$18,618.67	\$18,618.67	\$15,513.00	\$15,513.00
				Total Cost Estimate			\$82,584.00

NOTICE OF AWARD

Dated February 26th, 2025

TO: Southwest Valve and Equipment

(BIDDER)

ADDRESS: 402 W Bedford Ave #111
Fresno, CA 93711

PROJECT: WTP Slide Gate Procurement

OWNER's CONTRACT NO. 24-038

CONTRACT FOR Same as Project

(Insert name of Contract as it appears in the Bidding Documents)

You are notified that your Bid dated 02-26-2025 for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for Bid Schedules A

(Indicate total Work, alternates or sections or Work awarded)

The Contract Price of your contract is eight two thousand five hundred eighty four dollars and zero cents (\$82,584.00).

Two (2) copies of each of the proposed contract accompany this Notice of Award.
Three (3) sets of the Drawings and Specifications will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within fifteen days of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER Two (2) fully executed counterparts of the Agreement.
2. You must deliver with the executed Agreement the Contract Security

NOA 1 of 2

(Bonds) as specified in the Instructions to Bidders (paragraph 18), General Conditions (paragraph 5.1) and Supplementary Conditions (paragraph SC-5.1).

3. (List other conditions precedents).

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid in default, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with the above conditions, OWNER will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

City of Douglas, Wyoming
(OWNER)

By: _____
(AUTHORIZED SIGNATURE)

Mayor
(TITLE)

ACCEPTANCE OF AWARD

(CONTRACTOR)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE)

(DATE)



March 3rd, 2025

JD Cox, City Administrator
City of Douglas
P.O. Box 1030
Douglas, Wyoming 82633

Re: Recommendation for Proposal Acceptance – WTP Slide Gate Procurement

Dear Mr. Cox:

Bids were received for the WTP Slide Gate Procurement RFP on February 26th, 2025 at 2:00 PM MST. A total of two (2) bids were submitted, with prices ranging from \$82,584.00 to \$99,598.67 for the Total Base Bid. A detailed bid tabulation is enclosed for reference. The low bidder was Southwest Valve and Equipment with a total base bid of \$82,584.00. There were no alternate bid items on this project.

We have thoroughly reviewed the bid provided by Southwest Valve and Equipment. The bid was accurate and complete and compliant with all RFP requirements. There are no discrepancies in their submission, and all required documents have been properly completed. Based on this review, CEPI recommends accepting the proposal from Southwest Valve and Equipment in the amount of \$82,584.00

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

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in blue ink, appearing to read "Nick Larsen", is written over a light blue horizontal line.

Nick Larsen, P.E.

Cc: John Harbarger, Public Works Director
Enc.



FRESNO

402 W. Bedford, Suite #111
Fresno, CA 93711
Tel 559.261.2703
Fax 559.261.2711

IRVINE

6440 Oak Canyon, Suite 150
Irvine, CA 92618
Tel 714-832-1090
Fax 714-832-1091

QUOTATION

Page 1 of 4

TO: Douglas County
101 N. 4th Street
Douglas, WY 82633

DATE: 02-20-2025
QUOTE #: 123068
DESC: Bid for Cast Iron Slide Gates
JOB: Douglas WY CISG Direct Bid
LOCATION: Douglas, WY
PHONE:
EMAIL:

ATTN: City Clerk

WE ARE PLEASED TO QUOTE ON THE FOLLOWING EQUIPMENT SUBJECT TO CONDITIONS PRINTED ON LAST PAGE HEREOF, THESE CONDITIONS MAY BE CHANGED ONLY BY A WRITTEN STATEMENT SIGNED BY AN OFFICER OF SOUTHWEST VALVE. ☒ F.O.B. FACTORY ☐ F.F.A. TO FIRST DESTINATION

Bid for Cast Iron Slide Gates

Line #	Valve Size	Item	Qty	Unit Price	Price
01	18	HYDRO GATE Qty/Size : 5 - 18" x 18" Gate : Heavy Duty sluice Gate with cast iron frame and slide, bronze seating faces, bronze wedges, flush bottom seal and stainless steel fasteners. Mounting : Drill through existing wall thimble and mount on epoxy anchor studs. Lift : Wall bracket mounted pedestal, geared crank lift with Type 316 Stainless Steel stem and galvanized steel stem cover. H-Distance : 6.00" (from centerline) Gate Ship : 18-20 weeks after drawing and credit approval.	5	\$13,414	\$67,071
02	24	HYDRO GATE Qty/Size : 1 - 24" x 24" Gate : Heavy Duty sluice Gate with cast iron frame and slide, bronze seating faces, bronze wedges, flush bottom seal and stainless steel fasteners. Debris screen by others. Mounting : Drill through existing wall thimble and mount on epoxy anchor studs. Lift : Wall bracket mounted pedestal, geared crank lift with Type 316 Stainless Steel stem and galvanized steel stem cover. H-Distance : 7.90" (from centerline) Gate Ship : 18-20 weeks after drawing and credit approval.	1	\$15,513	\$15,513
Total for Above Equipment:					\$82,584

Notes and Clarifications:

PO to Southwest Valve and Equipment

Taxes not included. Tax exempt forms may be required from the purchaser to complete the purchase.

See attached Warranty pertaining to Hydro Gate/Mueller product

Submittal lead times are 8-10 week ARO. Equipment lead times start after submittal APPROVAL.

Field Service not included in equipment price.

Hydro Gate will provide digital copies of all relevant Operation and Maintenance manuals. Contact SVE/Hydro Gate should custom manuals be required.

Non-machined, submerged ferrous surfaces to be blast cleaned and painted with 2 shop coats of manufacturer's standard epoxy paint.

This quotation reflects Hydro Gate's policy of sourcing raw materials in the most cost effective manner. Any requirement for specific U.S content shall require a revised quotation.

Prices do not include installation of gates and equipment or lubricants for stems, gear units and bearings.

Mastic, grout, gaskets and epoxy capsules for anchors not by Hydro Gate.

Upon placing an order with SVE/Hydro Gate, Buyer must ensure that the approval of equipment be provided to Hydro Gate within 30 days of receiving submittals. Failure to do so may result in an increase of price in relation to market fluctuation of raw material costs.

Submittal and Production Lead times are subject to change at the time of order.

SVE/Hydro Gate has provided pricing which includes sourcing materials in the most cost effective and timely manner possible. If any domestic material requirements are associated with this project, please forward to Hydro Gate for our review and for pricing adjustments.

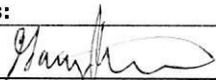
Specifications were provided to Hydro Gate for the gates on this project. Hydro Gate has quoted to supply our cast iron model slide gates in compliance with latest edition of AWWA C560 and the specifications.

As built drawings and site photos were also provided by the engineer of record. Hydro Gate has interpreted this information to the best of their ability to provide an accurate quotation. Should there be any new or clarified requirements, the prices are subject to change.

Field Service Supervision or Training can be purchased from SVE at \$2500 per day.

(Tax Rate 0.000%) Total Tax:		\$0
Grand Total:		\$82,584

Notes:



Gary Boehler - gboehler@southwestvalve.com

QUOTATION DOES NOT INCLUDE ANY SALES OR USE TAX PAYABLE UNDER ANY STATE OR FEDERAL STATUTE. THIS QUOTATION PRICE IS FOR MATERIAL LISTED ABOVE. ANY ADDITIONS OR MODIFICATIONS THAT BECOME NECESSARY FOR APPROVED SUBMITTALS, UPON AWARDED OF THIS CONTRACT, MAY RESULT IN NECESSARY PRICE CHANGES.

NOTE: ITEMS NOT SPECIFIED ON THIS QUOTATION ARE NOT INCLUDED IN OUR PRICE AND ARE TO BE SUPPLIED BY OTHERS. PRICES ARE FOR IMMEDIATE ACCEPTANCE AND SUBJECT TO CHANGE WITHOUT NOTICE. SALE SUBJECT TO MANUFACTURERS STANDARD TERMS AND CONDITIONS. 30% RE-STOCKING FEE.

SOUTHWEST VALVE STANDARD TERMS AND CONDITIONS**1****ACCEPTANCE**

The following Terms and Conditions are an integral part of the offer to sell the equipment and/or services offered in this proposal. When the BUYER signifies acceptance of this quotation by submission of a Purchase Order or signed SELLER Quotation, it shall become a binding contract when accepted and signed by an authorized signer of the SELLER. Any changes or amendments to this proposal made by the BUYER must have SELLER's approval in writing to become a part of this contract. These Terms and Conditions and the accompanying Purchase Order or signed SELLER Quotation shall comprise the entire agreement between the parties and no course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any terms used in this contract. Unless stated otherwise, the terms and conditions of the manufacturers listed herein will apply to this quotation. Any attachments or listed documents are considered a part of this quotation and are made part of the agreement. **Quote is firm for thirty (30) days unless otherwise stated on the face of the attached quotation.**

APPROVAL DRAWINGS

All items listed are based on SELLER'S interpretation of the requirements in accordance with the plans and specifications. Any preliminary drawings or literature attached to our quotation are for illustration purposes only to show approximate arrangements. Specific drawings and submittal data will be furnished for approval as required after receipt and acceptance of the BUYER'S order. Any submittal or manuals when provided by SELLER will be in the form of a PDF electronic file only. Any form of media beyond the electronic file would be the responsibility of BUYER. Fabrication of products or equipment ordered will not begin until approval and direction to proceed is received in writing. No warranty is made regarding quantities, materials of construction or type of materials quoted. Operation, installation, and maintenance of materials quoted are the responsibility of the OWNER or CONTRACTOR.

DELIVERY

Any shipment or delivery date recited represents our best estimate, but no liability, direct or indirect, is assumed by SELLER for failure to ship or deliver on such dates. Unless otherwise directed, SELLER shall have the right to make early or partial shipments and invoices covering the same to BUYER shall be due and payable in accordance with payment terms hereof. FOB shall be origin unless stated otherwise on the front of these Terms and Conditions. Delivery schedule(s) will be contingent on supply-chain availability and variability for material components, therefore, lead-times are subject to change without notice. Published weights are careful estimates but are not guaranteed. SELLER will endeavor, insofar, as it is possible, to comply with shipping instructions specified by the Purchaser. However, SELLER reserves the right to ship merchandise by such means of transportation as it may select. The manufacturer will ship the equipment via best way. Demurrage shall be billed to the account of the Purchaser. **DAMAGE CLAIMS:** Care is taken in packaging all shipments. After BUYER has been given the receipt by the transportation company, all claims for breakage or shortages, whether concealed or obvious, must be made in writing by the BUYER to the carrier and SELLER within seven (7) days after receipt of shipment. When damage or shortages are obvious, written comments on the bill of lading are required before the driver is released. **RETURNED PRODUCTS:** In no instance is equipment to be returned without first obtaining SELLER'S written approval and returned materials authorization. If shipment is postponed at the request of the purchaser after manufacturing has been commenced, payment will be due on notice from us that the equipment is ready for shipment. Pro rata payments shall be made for partial shipments.

STORAGE

Any item of the product on which shipment is delayed by BUYER may be placed in storage by SELLER at BUYER'S expense and risk. If a delay in shipment is requested by BUYER after an order has been entered and accepted:

- a. No charge will be made if the request for delay is made more than six (6) weeks before acknowledged shipping date and the requested delay is for a period not in excess of thirty (30) days.
- b. A charge will be made if the requested delay exceeds a period of thirty (30) days or if the request is made within six (6) weeks of the acknowledged shipping date. SELLER will advise BUYER of the charge within ten (10) days of receiving BUYER'S request for delay.
- c. If the product is within six (6) weeks of the acknowledged shipping date, then SELLER has the option of completing, invoicing and storing the product and charging one and one-half percent (1.5%) per month, or the maximum percentage permitted by law, whichever is lesser, of the established price for such product, plus storage cost.

PAYMENT

Payment terms, upon credit approval, are of net thirty (30) days from the date of each invoice for material shipped (or when ready for shipment if shipment is deferred by BUYER) **unless stated otherwise on the face of the attached quotation.** Flow down provisions are not accepted and shall not be enforceable against SELLER. Retention is not allowed. In the event any payment becomes past due, a charge of one-half percent (1.5%) will be assessed monthly. These terms are completely independent from, and not contingent upon, when BUYER receives payment from the OWNER. A processing fee of up to four percent (4%) will be added for credit card payments. All merchandise sold is subject to lien laws. Partial or final payment shall constitute acceptance of delivered materials, products, or equipment.

FORCE MAJEURE

Neither Party will be liable for any failure or delay in performing an obligation under these Terms and Conditions that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

TAXES AND BONDS

Taxes and bonds are NOT included in our pricing. Any applicable taxes or bonds will be added to the price and shown separately on each invoice. All prices exclude sales, use, duties, excise, and other taxes in respect to manufacture, sale, or delivery, all of which are to be paid by the buyer unless a proper exemption certificate is furnished. BUYER agrees to reimburse our company for taxes SELLER must pay on BUYER'S behalf.

CLAIMS AND BACKCHARGES

BUYER agrees to examine all materials immediately upon delivery and report to SELLER in writing any defects or shortages noted no later than ten (10) days following the date of receipt. The parties agree that if no such claim is made within said time, it shall be considered acceptable and in good order with respect to any defect or shortage which would have been revealed by such an inspection. In no event will SELLER be responsible for any charge for modification, servicing, adjustment or for any other expense without written authorization from SELLER prior to the performance of any such work. **IN NO EVENT SHALL SELLER BE LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT, OR FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES, FOR ANY REASON, INCLUDING WITHOUT LIMITATION, DAMAGES ARISING OUT OF A DELAY IN OR FAILURE OF DELIVERY, DEFECTS IN MATERIAL AND WORKMANSHIP AND/OR FAILURE OF GOODS TO PERFORM TO APPLICABLE SPECIFICATIONS, DRAWINGS, BLUEPRINTS OR SAMPLES AS SET FORTH OR DESCRIBED HEREIN, IF ANY, OF A BREACH BY SELLER OF ANY OTHER TERM OR OBLIGATION OF SELLER UNDER THE CONTRACT.**

SOUTHWEST VALVE STANDARD TERMS AND CONDITIONS**2**

No penalty clauses of any description will be effective unless approved in writing over the signature of a principal of SELLER. Under no circumstances shall SELLER be liable for any consequential, special or incidental damages, including liquidated damages, arising from any breach by it in this transaction, AND ALL SUCH CONSEQUENTIAL, SPECIAL AND INCIDENTAL DAMAGES, INCLUDING LIQUIDATED DAMAGES, ARE EXCLUDED FROM ANY REMEDIES AVAILABLE TO THE BUYER.

SECURITY INTEREST & TITLE

Until all amounts due SELLER have been paid in full, SELLER shall retain a security interest in the product and have all rights of a secured party under the Uniform Commercial Code and applicable law, including the right to repossess the product or equipment without legal process and the right to require the BUYER to assemble the equipment and make it available to SELLER at a place reasonably convenient to both parties.

WARRANTY

Equipment and parts not manufactured by the SELLER carry only the warranty of the manufacturer of said parts. SELLER does not make any express or implied warranty for equipment and/or parts it did not manufacture. Credits for defective material and workmanship in said equipment and/or parts are only in accordance with the underlying company policy of the manufacturer. SELLER makes no warranty whatsoever with respect to any equipment and/or parts as to their merchantability or fitness for a particular purpose. It is further agreed that the SELLER assumes no liability whatsoever for failure of equipment due to normal usage and wear.

INDEMNIFICATION

To the fullest extent permitted by the law in which the project is located, BUYER and SELLER shall indemnify and hold one another and their respective employees and agents harmless from and against all claims, damages, losses, liabilities, actions, causes of action, demands, fines, penalties, judgments, costs, and expenses, including but not limited to attorneys' fees, court costs, expert fees and costs, arising out of or resulting from BUYER's or SELLER's own negligent acts, omissions or misconduct, to the extent such negligence is covered by BUYER's and SELLER's respective insurance policies. In the event any third party asserts against SELLER a claim for patent infringement, royalties or licensing fees with respect to BUYER's use of the products, materials, or equipment provided hereunder, BUYER agrees to indemnify SELLER for all liability damages, costs and expenses in connection therewith.

CANCELLATION

Buyer may cancel this contract only in writing signed by BUYER's duly authorized agent and acknowledged in writing by SELLER's duly authorized agent. Should this order be cancelled, BUYER shall be obligated to pay for the level of work performed and products shipped. Work performed includes any engineering, calculations, preparation of submittals, drawings, and/or travel to job site in relation to this order. In addition to any other remedies provided under these Terms and Conditions, SELLER may terminate this contract with immediate effect by providing signed, written notice to BUYER, if BUYER: (i) fails to pay any amount when due under the contract and such failure continues for 30 days after BUYER's receipt of written notice of nonpayment; (ii) has not otherwise performed or complied with any of these Terms and Conditions; or (iii) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings in bankruptcy, receivership, reorganization or assignment for the benefit of creditors.

FIELD WORK

Unless specifically stated on our quotation, installation, start-up service, field testing, supervision, operation, and training are not included in our pricing of product. In the event that SELLER or any of its employees or agents do perform work or services on-site at the project's location, BUYER agrees to hold SELLER and its employees or agents harmless for any injuries or damage to property caused by their acts or omission, except to the extent said injuries or property damage arise from gross negligence or intentional misconduct.

MODIFICATIONS

This contract can be modified only in writing which specifically states that it amends these Terms and Conditions and is signed by both parties and their duly authorized agents. It is further agreed that this contract shall not be modified in any respect except in writing signed by the party and their duly authorized agent against whom the modification is sought to be enforced.

AUTHORITY OF SELLER'S AGENTS

No agent, employee or representative of the SELLER has any authority to bind the SELLER to any affirmation, representation or warranty concerning the goods sold under this Contract, and unless an affirmation, representation or warranty made by an agent, employee, or representative is specifically included within this written contract, it shall not be enforceable by the BUYER.

NO THIRD-PARTY BENEFICIARIES

This contract is for the sole benefit of BUYER and SELLER and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of these Terms and Conditions.

GOVERNING LAW

All matters arising of or relating to the contract or the Terms and Conditions shall be governed by and construed in accordance with the laws of the state in which the project is located.

DISPUTE RESOLUTION

In the event of any dispute between BUYER and SELLER arising out of the terms of the contract and these Terms and Conditions, such dispute shall be decided by arbitration administered by the American Arbitration Association in accordance with the then-prevailing Commercial Arbitration Rules and Mediation Procedures of the American Arbitration Association. BUYER and SELLER mutually agree that any dispute involving claims valued at or above \$1,000,000.00 shall be heard by a panel of three (3) arbitrators. The venue for all arbitration proceedings shall be the State of California. The foregoing agreement to arbitrate shall be specifically enforceable in any court of competent jurisdiction. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court of competent jurisdiction.

SEVERABILITY

The partial or complete invalidity of any one or more provisions of these Terms and Conditions shall not affect the validity or continuing force and effect of any other provision. If any provision is invalid, in whole or in part, the provision shall be considered reformed to reflect the intent thereof to the greatest extent possible consistent with applicable law.

ASSIGNMENT – DELEGATION

No right or interest in this Contract shall be assigned by the BUYER without the written permission of the SELLER, and no delegation of any obligation owed, or of the performance of any obligation by the BUYER shall be made without the written permission of the SELLER. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Douglas – WTP Cast Iron Slide Gate Procurement

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

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

Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____

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

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

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

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

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: 402 W Bedford Ave #111
Fresno, CA 93711

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

Submitted on 2/19 , 2025 .

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Southwest Valve & Equipment. LLC (seal)
(Corporation's or Limited Liability Company's Name)

California
(State of Incorporation or Organization)

By: David Burrell, President (seal)

(Title)

(Seal)

Attest: David Burrell David Burrell (Regional Manager)

Business Address: 402 W Bedford Ave #111
Fresno, CA 93711

Phone Number: 559-261-2703

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

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

**STANDARD
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Southwest Valve & Equipment, LLC as Principal, and United States Fire Insurance Company Surety, are hereby held and firmly bound, pursuant to Wyoming Statute Section 15-1-113(f), unto the City of Douglas, as OWNER, in the penal sum of Five Percent (5%) of the Total Amount Bid Dollar(s) (\$ --5%--) for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the City of Douglas, a certain BID, whereby it has offered to enter into an Agreement in writing with OWNER, for the City of Douglas – WTP Cast Iron Slide Gate Procurement.

NOW, THEREFORE,

- A. If said BID shall be rejected; or,
- B. If said BID shall be accepted and the Principal shall execute and deliver the Agreement to OWNER within ten (10) days after Notice of Award (which shall constitute presentation of the Agreement to the Principal for the purpose of execution) and shall furnish Bonds in forms furnished by OWNER for Principal's faithful performance of said Agreement and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall otherwise proceed with the performance of said Agreement, then this obligation shall be void, otherwise the same shall remain in full force and effect and OWNER may proceed against the BOND. It is expressly understood and agreed, however, that the liability of Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by an extension of the time within which the OWNER may accept such BID, to a maximum of sixty (60) days after its submission to OWNER; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, this 11th day of February, 2025.

Southwest Valve & Equipment, LLC
Principal(Corporation, Partnership, Individual)

Attest:

Secretary or Authorized Witness for Corporate Bidder

BY: _____
(Authorized Representative or Partnership)

(Seal)

(Print or Type Name)

(Address)

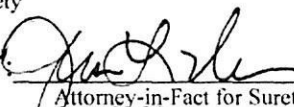
State of _____)
) ss.
County of _____)

The foregoing Bid Bond was executed before me by _____,
on behalf of _____, this ____ day of _____, 20__.

My Commission Expires: _____

Notary Public

United States Fire Insurance Company
Surety

BY: 

Attorney-in-Fact for Surety
Jean L. Neu

(Address)
305 Madison Avenue, Morristown, NJ 07960

State of _____)
) ss.
County of _____)

(See Attached California Notary Acknowledgment for the Surety)

The foregoing Bid Bond was executed before me by _____,
who represented that he/she was the Attorney-in-Fact for the above named Surety, this
day of _____, 20__.

My Commission Expires: _____

Notary Public

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Santa Clara

On FEB 11 2025 before me, Erin Bautista, Notary Public
(insert name and title of the officer)

personally appeared Jean L. Neu
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~
subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in
~~his~~/her/~~their~~ authorized capacity(ies), and that by ~~his~~/her/~~their~~ signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

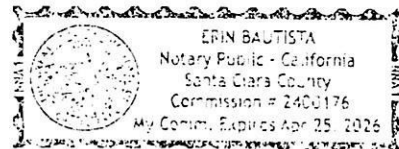
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)



**POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY**

89141

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

Bryan D. Martin, Jean L. Neu, Erin Bautista, Angelina Abad Campano, Maria Dolores Quesada, Jennifer Marie Hyland

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties: **Fifty Million Dollars (\$50,000,000)**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:

- (a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;
- (b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.

Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 28th day of September, 2021.

UNITED STATES FIRE INSURANCE COMPANY

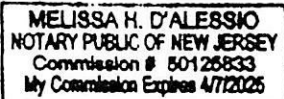


Matthew E. Lubin

Matthew E. Lubin, President

State of New Jersey }
County of Morris }

On this 28th day of September, 2021, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.



Melissa H. D'Alessio

Melissa H. D'Alessio (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the 11th day of February 2025

UNITED STATES FIRE INSURANCE COMPANY



Michael C. Fay

Michael C. Fay, Senior Vice President



LIMITED WARRANTY

2-Year Warranty

Henry Pratt Company, LLC ("Seller") warrants that each of its products branded PRATT or HYDRO GATE supplied hereunder is free from defects in materials and workmanship (the "Warranty") for a period of twenty-four (24) months from the date of shipment from Seller to Buyer (the "Warranty Period"). Seller agrees, at its sole option, and at Buyer's sole and exclusive remedy, to repair, replace, or refund the unit purchase price of any product which is non-conforming to the Warranty due to Seller's defective workmanship or defective material of which Warranty non-conformance Buyer notifies Seller in writing during the Warranty Period. Buyer shall give written notice within fifteen (15) calendar days of the discovery of any alleged Warranty non-conformance to Seller's Field Service Supervisor, and prior to any repair or replacement work being performed on the non-conforming product, in order to maintain this product Warranty (i.e., otherwise Buyer voids the Warranty). Seller shall have the right to inspect the product for which a Warranty claim is made. Buyer shall return the product to Seller upon Seller's request for such inspection. Buyer shall assume all responsibility and expense for removal, reinstallation, and shipping charges in connection with this Warranty. Seller's obligations hereunder are conditioned upon prompt written notice of the alleged defect from the Buyer.

This Warranty does not apply to products that have defects or failures resulting from (a) Buyer's design; (b) accident, disaster, neglect, abuse, misuse, improper handling, testing, storage or installation by any party other than Seller; (c) external forces, such as, but not limited to, acts of God or the elements, vandalism, accident, vehicular or other impact, societal disruption (for example, war, terrorism, riot, civil unrest), application of excessive torque to the operating mechanism, presence of foreign matter, or frost heave; (d) the products not being installed or maintained as required by Seller's instructions, common practice, and/or applicable laws; (e) the defect arises, in whole or part, because Buyer failed to follow Seller's instructions or local codes as to the storage, installation, commissioning, use or maintenance of the products; (f) Buyer makes any further use of such products after giving such notice and (g) unauthorized alterations, modifications or repairs by any party other than Seller. Seller does not warrant water-operated metallic cylinders against damage caused by corrosion, electrolysis or mineral deposits.

Seller will not be responsible for the Warranty unless: (i) Buyer gives prompt written notice of the alleged defect, reasonably described, to Seller from when Buyer discovers or ought to have discovered the defect; (ii) Seller is given a reasonable opportunity after receiving the notice to examine such products, and Buyer (if requested to do so by Seller) returns such products to Seller's place of business at Seller's cost for the examination to take place there; and (iii) Seller reasonably verifies Buyer's claim that the products are defective.

THE REMEDIES SET FORTH IN THIS WARRANTY SHALL CONSTITUTE BUYER'S SOLE AND EXCLUSIVE REMEDY, AND SELLER'S SOLE AND EXCLUSIVE OBLIGATIONS, FOR A NON-CONFORMING PRODUCT UNDER THIS WARRANTY. THE WARRANTY IS IN LIEU OF, AND SELLER EXPRESSLY DISCLAIMS, AND BUYER EXPRESSLY WAIVES, ALL OTHER WARRANTIES WHATSOEVER WHETHER EXPRESS, IMPLIED, STATUTORY, ARISING BY COURSE OF DEALING OR PERFORMANCE OR OTHERWISE, INCLUDING ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR INFRINGEMENT OR MISAPPROPRIATION OF ANY RIGHT, TITLE OR INTEREST OF BUYER OR ANY THIRD PARTY, OR OTHERWISE. NO ORAL OR WRITTEN STATEMENT OR REPRESENTATION BY SELLER, ITS AGENTS OR EMPLOYEES SHALL CONSTITUTE OR CREATE A WARRANTY OR EXPAND THE SCOPE OF ANY WARRANTY HEREUNDER.

UNDER NO CIRCUMSTANCES SHALL SELLER BE LIABLE TO BUYER OR TO ANY OTHER PERSON UNDER ANY CONTRACT, TORT, STRICT LIABILITY, NEGLIGENCE, OR OTHER LEGAL OR EQUITABLE CLAIM OR THEORY FOR ANY SPECIAL, INCIDENTAL, LIQUIDATED, CONSEQUENTIAL, OR INDIRECT DAMAGES, OR FOR ANY AND ALL OTHER DAMAGES, LOSS, OR EXEMPLARY OR PUNITIVE DAMAGES WHETHER SUCH PARTY WAS INFORMED OR WAS AWARE OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. NOTWITHSTANDING THE FOREGOING OR ANY OTHER CLAIM OR OBLIGATION, SELLER'S MAXIMUM AGGREGATE OBLIGATION TO BUYER SHALL NOT EXCEED THE UNIT PURCHASE PRICE OF THE PRODUCT GIVING RISE TO THE WARRANTY CLAIM.

Products manufactured by a third party ("Third-Party Product") may constitute, contain, be contained in, be incorporated into, be attached to or packaged together with, the products. Third-Party Products are not covered by the Warranty. SELLER MAKES NO REPRESENTATIONS OR WARRANTIES WITH RESPECT TO ANY THIRD-PARTY PRODUCT, INCLUDING ANY, AND SELLER EXPRESSLY DISCLAIMS ANY, WARRANTY OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OF TITLE, OR AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS; WHETHER ANY OF THE FOREGOING ARE (OR ARE BELIEVED TO BE) EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE.

Mueller refers to one or more of Mueller Water Products, Inc., a Delaware corporation ("MWP"), and its subsidiaries. MWP and each of its subsidiaries are legally separate and independent entities when providing products and services. MWP does not provide products or services to third parties. MWP and each of its subsidiaries are liable only for their own acts and omissions and not those of each other. MWP brands include Mueller®, Echologics®, Hydro Gate®, Hydro-Guard®, HYMAX®, i20®, Jones®, Krausz®, Mi.Net®, Milliken®, Pratt®, Pratt Industrial®, Singer®, and U.S. Pipe Valve & Hydrant. Please see <http://www.muellerwvp.com/brands> to learn more.

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SECTION 11 286

CAST IRON SLIDE GATES

PART 1 - GENERAL

1.1 SUMMARY

- A. Provide all labor, materials, equipment, and incidentals required to furnish and install cast iron slide gates, operating stems, and operating floor stands, cast iron pedestals with crank shafts, complete and operational with all necessary accessories, as shown on the Contract Drawings and specified herein.
- B. Equipment shall be supplied by a single manufacturer to ensure proper coordination and functionality. The manufacturer shall have responsibility for performance and compatibility for the entire system. This does in no way relieve the Contractor for ultimate responsibility under this Contract for equipment, coordination, installation, operation, and guarantee.
- C. Contract Drawings are provided for guidance, showing functional features and required external connections. They do not necessarily show all components necessary to accomplish the desired results nor do they necessarily show all components required to interface with the equipment. The Contractor shall provide all parts, equipment, and devices necessary to meet the functional requirements of the system.

1.2 REFERENCES

- A. Comply with applicable provisions of the following standards, except as otherwise shown or specified:
 - 1. American Water Works Association (AWWA) C560
 - 2. American National Standards Institute (ANSI)
 - 3. American Society for Testing and Materials (ASTM)

1.3 SUBMITTALS

- A. Submit the following for approval
 - 1. Shop drawings including manufacturer's specifications, dimensions, and materials of construction, and weight of all major items of equipment.
 - 2. Installation diagrams showing fastener locations, arrangements, and size of all fasteners required for the equipment.
 - 3. Setting drawings, templates, and installation instructions.
 - 4. Certification of design based on maximum seating and unseating heads.
- B. Upon completion, submit digital Operation and Maintenance Manuals for this equipment. A final copy of this manual shall be approved by the Engineer prior to distribution and as a minimum shall contain the following:
 - 1. Approved shop drawings
 - 2. Installation instructions
 - 3. Parts list for all components
 - 4. List and frequency of specific maintenance activities.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Slide gates shall be manufactured by:
 - 1. Hydro Gate HG560
 - 2. Rodney Hunt
 - 3. Approved Equal

2.2 DESIGN REQUIREMENTS

- A. The slide gates shall be manufactured in accordance with the latest version of AWWA C560, Cast Iron Slide Gates, shall be constructed of cast iron, fully bronze equipped, and will have side wedges for seating head conditions. For slide gates larger than 24-inches that will be subjected to unseating heads, top and bottom wedges will be provided. Flush bottom closure gates, larger than 24-inches, shall be provided with top wedges only.
- B. Liberal safety factors will be used in the design of all equipment. Working stresses will not exceed the lower value of one half of the yield strength or one fifth of the ultimate strength of the material, whichever is less. The slide gates and appurtenances shall be designed for installation in the structures as shown on the plans.

2.2 EQUIPMENT MATERIALS

- A. All slide gates shown on the plans and listed in the specifications shall conform in all respects to the latest version of AWWA C560, with the noted changes and additions: Materials used in construction of slide gates and appurtenances will be best suited for the application and will conform to the following specifications:
 - 1. Iron castings for wall thimbles, frame, disc and guides, stem guides, floorstands, and other miscellaneous items: A-126, Class-B.
 - 2. Bronze castings for wedges, thrust nut, lift nut: ASTM B-584, Alloy C862.
 - 3. Bronze for seat facings in frame and disc: Silicon Bronze ASTM B-98, C651.
 - 4. Stainless Steel for stems: A-276, Type 304.
 - 5. Stainless Steel for fasteners: F-593/F-594, Alloy Group 2 (SS316)
 - 6. Flush Bottom seal: Neoprene, ASTM D2000, 60 Durometer, with a stainless-steel ASTM A276, Type 316 retainer bar.
- B. Galvanized mounting hardware, bolts, anchors, and washers will not be acceptable.
 - 1. Mounting hardware shall be on-site and field verified by owners representative prior to contractor removing, or installing slide gate valves.
- C. The frames shall be of cast iron, one-piece construction with a mounting flange that has a rectangular or circular opening as indicated on the plans. All contact surfaces of the frame shall be machined with guide grooves. Length of guide grooves shall be capable of supporting half of slide when in the open position. The back of the frame shall be machined to bolt directly to the machined face of a wall thimble, pipe flange, or anchor bolt pattern.

- D. The disc shall be of cast iron, one-piece construction, rectangular with integrally cast vertical and horizontal reinforcing ribs. A reinforcing rib along each side will be provided to insure rigidity between the side wedges. A tongue on each side, extending the full length of the disc, will be machined. Wedge pads for side, top, and bottom wedges, when required, shall be cast integrally on the disc and machined to receive adjustable bronze wedges. A heavily reinforced nut pocket will be cast integrally on the vertical centerline and above the horizontal center, and is of such shape to receive the square-backed traveling thrust nut.
- E. The guides will be cast iron, one-piece, designed to withstand the total thrust due to water pressure and the wedging action. The guides will be machined on all contact surfaces, and a groove shall be machined the entire length of the guide. The guides will be of such length as to retain and support at least one half of the disc in the fully open position. The guides will be integrally cast with the frame.
- F. For self-contained gates, a heavy yoke shall be mounted on the machined pads provided on the upper ends of the guide rails. The yoke shall have a machined bearing surface for the lift or pedestal mounting plate. For non-rising stem gates, the nut pocket shall be cast on top of the slide so that the stem does not project into the waterway when the gate is fully opened. The thrust generated by gate operation shall be transferred to the yoke by the lift.
- G. All seat facing shall be corrosion resistant silicon bronze in composition. The extruded seat facings shall be of special shape to fill and permanently lock in the machined, dovetail grooves when driven into place. The installed seat facings will be machined to a 63 micro-inch finish or better. Maximum clearance between seating faces shall not exceed 0.004 inches when slide is fully closed and wedged in position against the frame.
- H. Wall thimbles shall be furnished for all slide gates that are not attached to pipe flanges or concrete headwalls with anchor bolts. They shall be cast iron, one-piece construction of adequate section to withstand all operational and reasonable installation stresses. Wall thimbles shall be internally braced during concrete placement. A center ring or water stop shall be cast around the periphery of the thimble. The front flange shall be machined and have tapped holes for the slide gate attaching studs, and metal stamped vertical centerlines with the word "top" for correct alignment. Large square wall thimbles shall be provided with holes in the invert to allow air to escape during concrete placement beneath the thimble. Suitable mastic will be provided between the back of the slide gate and the front of the wall thimble. Gates mounted directly to the headwall shall be sealed between the gate back and wall with non-shrink grout.
- I. The wedges shall be corrosion resistant material machined on all contact surfaces. They shall be attached to the disc with studs and nuts and will have adjusting screws with lock nuts. The Top and Bottom Wedges shall be mounted within in a recessed boss in the slide wedge pads to prevent rotation and misalignment.
- J. The operating stem shall be of a size to safely withstand, without buckling or permanent distortion, the stresses induced by normal operating forces. In addition, the stem shall be designed to transmit in compression at least 2 times the rated output of the floor stand or bench stand with a 40-pound effort on the crank or handwheel. The threaded portion of the stem will have cold rolled threads of the double lead Acme type. Stainless Steel couplings, threaded and keyed to the stems, will join stems of more than one section. All threaded and keyed couplings of the same size will be interchangeable. Manually operated, rising stem type gates will be provided with an adjustable stop collar on the stem to prevent over-opening of the gate.
- K. Stem guides will be split collar bronze type, mounted on cast iron brackets to allow for installation after the stem is placed. They will be adjustable in two directions and will be

spaced at sufficient intervals to adequately support the stem. Stem guide spacing will not exceed an L/r ratio of 200.

- L. Manual operation shall be by enclosed gear type with nut operated floor box as shown on the plans and specified herein. Floor box operator will operate the gates under the specified operating head with not greater than a 40 pound pull on the operator. Gears, where required, will be steel with machine-cut teeth designed for smooth operation. Lift nuts shall be constructed of high strength bronze. All components will be totally enclosed in a cast iron case and cover. Lubrication fittings shall be provided in the gear housing for the lubrication of all gears and bearings. An arrow with the word "open" will be permanently attached on the operator indicating the direction of the rotation to open the gate.
 - 1. The gears shall be a bevel-gear type with a 2" square AWWA nut and removable shaft. The gear ratio shall be 2:1.
- M. A clear, polycarbonate plastic stem cover and indicator shall be provided on each slide gate operator. Stem indication shall be provided to denote gate level in one-inch graduations. A cast aluminum adaptor shall be used to mount the cover to the floor stand or the bench stand. The covers shall be capped, vented, and of sufficient length to allow full travel of the gate.
- N. Flush Bottom seals shall be a solid neoprene bulb mounted to the frame invert with a 316 stainless steel mounting angle and retainer bar. The entire length of the bottom of the slide shall be machined to make uniform contact with the seal when it is in the seated position.

2.3 FINISHES

- A. The gate manufacturer shall be responsible for shop prime and finish painting of all gates and appurtenances supplied under this contract. All coatings shall conform to VOC Emission Regulations in effect at the manufacturing location and at the project site to allow touch up or recoating to be performed with the same products.
- B. All surfaces shall receive shop-applied primer and finish coats of high-solids epoxy or approved equal, suitable for potable water use.
 - 1. Coatings damaged during installation shall be repaired to manufacturer's specifications. Spray paint type enamel coatings are will not be an acceptable coating repair.
- C. Submerged surfaces shall be cleaned to SSPC SP10, dry, and grease free prior to painting in conformance with the paint manufacturer's instructions. Non-submerged surfaces shall meet SSPC SP6.
- D. Coating shall comply with applicable NSF and EPA Standards

2.4 SHOP TESTING

- A. Assembled gates shall be inspected for proper seating and functionality. Seat facings shall be machined and wedges to exclude a 0.004 inch gauge between the frame and disc seating surfaces.
- B. Slide gates shall be operated from fully open to fully closed positions to verify assembled integrity.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install gates and appurtenances in accordance with manufacturer's instructions. Extreme care should be used in handling, storage, and installation of this equipment and insure proper performance.
- B. Install slide gates onto existing wall thimble. Scrape and clean the existing wall thimble prior to slide gate installation.
 - 1. It may be necessary to drill new holes through existing wall thimble and mount new anchor studs in concrete to align with manufacturer's bolt pattern. The Contractor shall provide the equipment and tools necessary to complete this work.
 - 2. New anchor studs shall be embedded a high strength concrete epoxy. Refer to manufacturer's instructions for bolt sizes. Refer to manufacturer's instructions for approximate torque required for bolt nut tightening.
 - a. Mounting bolts, washers, and nuts shall be Stainless Steel.
 - b. Galvanized mounting studs will not be acceptable
 - c. Construction adhesive or caulk of any type will not be an acceptable anchor adhesive.
 - 3. Existing anchor studs may need to be ground or cut off. The Contractor shall cut or grind the anchor stud off and smooth with the face of the existing wall thimble.
 - 4. Apply a heavy layer of hard setting mastic to the wall thimble and slide gate frame prior to setting on the anchor studs. Recommended mastic is a polyurethane sealant. Acceptable sealants are:
 - a. Silk-Flex 1A
 - b. Bostik 920 Marine Grade Polyurethane
 - c. Devcon Flexane 80 Trowelable Grade Putty
 - 5. Ram-Nek Joint Sealant – 2" wide is an acceptable alternative to hard setting mastic
 - 6. Grout and/or mortar intended for interior floor/wall tiling will not be an acceptable sealant
 - 7. Construction adhesive or caulk of any kind will not be an acceptable sealant.
 - 8. This project is intended as a removal, and replacement of existing hardware. Contractor is expected to be prepared for the difficulties of retrofitting type work which could include additional time, labor, and/or creative thinking necessary to accomplish the complete installation of the new cast iron slide gates.
 - 9. Care was taken to specify cast iron slide gates that closely resemble the existing slide gates, however minor mounting modifications and or modification to the grating platform may be required for proper slide gate installation.

3.2 FIELD QUALITY CONTROL

- A. Field testing shall be performed after installation of the equipment. The field testing shall demonstrate the following:
 - 1. Proper installation per manufacturer's instructions and recommendations.
 - 2. Correct alignment and orientation of equipment
 - 3. Absence of mechanical defects.
 - 4. Compliance with leakage standards per AWWA C560 latest edition.
 - a. Any deficiencies shall be corrected by the Contractor at no additional cost to the Owner.

END OF SECTION 11 286



Agenda Item Report

City Council – March 10, 2025

Item

Pool Agreement with CCSD#1

Responsible Staff Contact

JD Cox

Recommendation

Approve Pool Agreement with CCSD#1

Executive Summary

Following the announcement that the City's outdoor pool would not be completed in time for the 2025 swimming season, City staff met with representatives from the Converse County Recreation District #1 to explore options for the community. The District was highly receptive to hosting the public during this transitional year. Since the City will not be operating a municipal facility but will instead be providing similar programming at a District-owned facility, a one-year agreement is necessary to formalize the arrangement.

Under the proposed agreement, the District would provide access to its indoor pool facility, ensuring continued recreational and aquatic opportunities for the community. The City would fund staffing, management, and consumable supplies, while the District would retain responsibility for facility maintenance and major repairs. The District would also oversee scheduling and ensure compliance with all health and safety regulations.

Additionally, the City and District would purchase new pool toys and equipment to enhance recreational opportunities for children. These items would be used during the summer at the District's facility and then shared seasonally between the City and the District, maximizing year-round benefits for the community.

If approved, this agreement would represent a collaborative approach to maintaining essential recreational services, optimizing resources, and strengthening community engagement. The agreement would be effective for only Summer 2025.

City staff is grateful to the District for its flexibility and willingness to work with us in ensuring that the public continues to have access to swimming facilities this summer.

Background

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

SD Commitment

SD Commitment Strategy

SD Commitment KPI

SD Outcome : Fun, ,Uplifting, Neat & Tidy Community

SD Outcome Strategy

SD Outcome KPI

2014 Master Plan

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department 10-5307-2158

Project/Line Item(s)

Budgeted Amount FUN-08

Anticipated Amount \$50,000

Action Requested/Recommended Motion

Approve Pool Agreement with CCSD#1 as presented and authorize the City Manager to sign all associated documents.

Attachments

1. Swimming Pool Agreement FINAL 20250222

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF DOUGLAS, WYOMING, AND THE CONVERSE
COUNTY RECREATION DISTRICT FOR TEMPORARY OPERATION OF THE SCHOOL POOL
FACILITY**

This agreement is made and entered into by and between the City of Douglas, Wyoming, hereinafter referred to as "City," and the Converse County Recreation District #1, hereinafter referred to as "District."

WITNESSETH:

WHEREAS, the City's municipal pool facility will be unavailable during the upcoming year; and

WHEREAS, the District has agreed to provide the use of its pool facility to the community as an alternative; and

WHEREAS, the City is willing to cover operational costs, including management and staffing, for the duration of this temporary arrangement;

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the District agree as follows:

1. **Premises Description:** The District hereby grants the City the use of its pool facility, located at 1703 Hamilton, together with associated facilities, including the locker rooms and parking areas (collectively the Facility), for public swimming purposes under the terms and conditions of this agreement.
2. **Term:** This agreement shall commence on 01 June 2025, and shall terminate on 15 August 2025, unless extended or terminated earlier by mutual agreement or as provided herein.
3. **Use of Premises:** The Facility shall be used by the City to provide open public swimming and related activities for the benefit of the community. The City and District shall ensure compliance with all applicable laws, rules, and regulations.
4. **Operation of Facility:** The District shall be responsible for the operation of the Facility, including hiring and supervising management and lifeguards. The District will also oversee scheduling, daily operations, and compliance with all relevant health and safety standards.
5. **Budget and Funding:** (a) The City agrees to fund all staffing costs, including management staffing, and consumable supplies, for the duration of this agreement. (b) The District shall provide an estimated annual budget for operational costs to the City for review and approval by each party's respective governing body prior to 15 March 2025. (c) The City's funding obligations shall not exceed the agreed-upon amount identified in Paragraph 5(b) unless this agreement is amended in a writing executed by both parties.
6. **Maintenance and Repairs:** (a) The District shall remain responsible for all maintenance of the Facility, including but not limited to structural maintenance and major repairs to the facility, including the pool tank, boiler, pump, and other integral systems. (b) The District shall be responsible for routine cleaning, minor repairs, and ensuring the Facility remains in good operational condition during the term of this agreement.
7. **Shared Equipment Costs:**
The City and the District agree to share the cost of acquiring certain equipment intended to enhance activities for children at the Facility. The specific items to be purchased and the cost-sharing arrangement shall be mutually agreed upon in writing prior to acquisition. The equipment shall be available for shared use between the City and the District, with the City utilizing the equipment primarily during the summer season and the District during the academic year. Ownership, storage, and maintenance responsibilities for the equipment shall be mutually determined and documented in writing.



Agenda Item Report City Council – March 10, 2025

Item

Board Appointment: Arts & Culture Baylea Senger

Responsible Staff Contact

Recommendation

Recommend appointing Baylea Senger to the Arts & Culture Board of Trustees for a term ending June 30, 2027.

Executive Summary

The Arts & Culture Board of Trustees recently had two members resign for various reasons. Upon advertising, one application has been received from Baylea Senger. At their regular meeting on February 26, the Board voted to recommend Ms. Senger for appointment due to her strong interest and experience in arts and culture.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

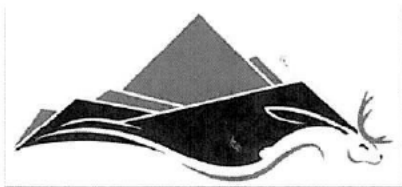
Action Requested/Recommended Motion

Recommend appointing Baylea Senger to the Arts & Culture Board of Trustees for a

term ending June 30, 2027.

Attachments

1. Arts and Culture Baylea Senger_Redacted



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

Volunteer Application

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

Name of Applicant: Baylea Senger

Address: [REDACTED] City/State/Zip: Douglas, WY 82633

Mailing Address (if different from above): _____

Home Phone:	<u>[REDACTED]</u>	Work Phone:	Email:
			<u>[REDACTED]</u>

1. Are you a resident of the City of Douglas? ☒ Yes ☐ No

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

Boards/Commissions/Committees:

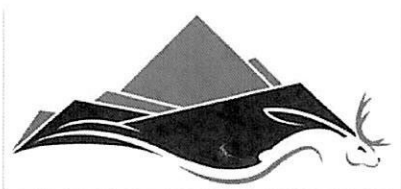
- ☐ Douglas Planning & Zoning Commission/Board of Adjustments
- ☐ Historic Preservation Commission
- ☐ Converse County Tourism Promotion Board
- ☐ Douglas Housing Authority Board
- ☐ Federal Urban Systems Advisory Committee
- ☐ Douglas Board of Appeals
- ☐ Steering Committee Member (when applicable)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

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

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

5. In what community/communities did you previously serve? _____

Volunteer Application
Page 1 of 2



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

Volunteer Application

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

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

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

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

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

9. Why are you seeking this appointment(s)? I am interested because I feel I could
be a beneficial member of the Arts & culture board given my ties
to local organizations and passion for Art in our community.

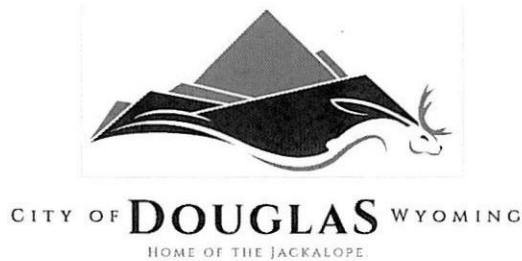
Baylaa Senger
Signature of Applicant

2-24-2025
Date

For Office Use Only:

Selected for: _____
Length of Term/Dates: _____
Additional Information: _____

Volunteer Application
Page 2 of 2



Arts & Culture Board of Trustees Applicant Questionnaire

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

Name of Applicant: Baylea Serger

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

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

I have a lifetime of artistic experience. Being a life long resident of Douglas, I feel I know what represents our town and what we need. I also have been teaching Art at the Boys & Girls club of Douglas since 2021. I have successfully implemented the culture of our community and the individual culture of our members into my program.

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

I believe a fresh perspective is always beneficial, however, I feel since I work with children of all ages, I have ideas that could appeal to younger people in our community.

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

I have a deep passion for Art and I am very interested in bringing more art and artistic opportunities into our community.

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

I am just looking forward to learning and seeing how my role could evolve.

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

With my current employment, budgeting is an important aspect of my program planning.

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

Staff Comments: _____

Staff Recommendation: _____



Agenda Item Report

City Council – March 10, 2025

Item

Police Department Policy PAT59: Crisis Containment Team

Responsible Staff Contact

Todd Byerly

Recommendation

Approved Police Department Policy PAT59.

Executive Summary

PAT59 - Crisis Containment Team provides guidelines by which the newly created Crisis Containment Team (CCT) will operate. It includes organization, selection, retention, major duties, and call out procedures. This policy has been reviewed by the City Attorney.

Background

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

SD Commitment:

SD Commitment Strategy - Implement Critical Incident Response and Management Team

SD Commitment KPI - ASC-01

SD Outcome

SD Outcome Strategy - Enhance Officer Safety

SD Outcome KPI

2014 Master Plan

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department Equipment/Tools Non Capitalize

Project/Line Item(s) 10-5202-3220

Budgeted Amount \$11,769

Anticipated Amount \$0

Action Requested/Recommended Motion

Approve Police Department Police Pat 59

Attachments

None



Agenda Item Report

City Council – March 10, 2025

Item

Pawnbrokers License Renewal: Douglas Pawn

Responsible Staff Contact

Recommendation

Recommend approving the pawnbrokers license for the term March 1, 2025 through February 28, 2026.

Executive Summary

Douglas Pawnbrokers license expired February 28, 2025. Douglas Pawn has submitted an application to renew their license for one year. This is a renewal of their license for a term of 1 year, expiring February 28, 2026.

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Move to renew the pawnbrokers license for the term March 1, 2025 through February 28, 2026.

Attachments

1. Douglas Pawn Redacted



CITY OF DOUGLAS
PAWNBROKER'S LICENSE APPLICATION, TERM OF
MARCH 1, 2025, TO FEBRUARY 28, 2026

INFORMATION REGARDING APPLICANT:

1. Full Name: <i>Sherri Ann Beene</i>		
4. Address of Premise (City/State/ZIP): <i>Unit</i> <i>815 E Richards # 234 Douglas WY 82633</i>		
6. Driver's License #: 	7. State: <i>WY</i>	8. Expiration Date: <i>9-3-2029</i>

INFORMATION REGARDING COMPANY:

9. Company Name: <i>Douglas Pawn</i>	
10. Company Address (City/State/ZIP): <i>815 E Richards Unit 234 Douglas WY 82633</i>	
	12. Company Phone #: <i>307-358-9318</i>
13. Has a license been obtained from Wyoming uniform credit code? Yes ☒ No ☐	15. Date Received: <i>10-16-1998</i>
14. License #: <i>PB-131</i>	16. Expiration Date: <i>NA</i>

IF PARTNERSHIP OR CORPORATION, LIST NAME & ADDRESS (ES)

17. Name/Title:	<i>TERRY BEENE PO BOX 1235</i>
18. Name/Title:	<i>Sherri Beene PO BOX 1235</i>
19. Name/Title:	<i>Jodie Beene PO BOX 255</i>
20. Name/Title:	<i>Kenneth Beene PO BOX 255</i>

21. Have you, any partner, or corporation ever been convicted of a felony or violation of the laws of the state of Wyoming relating to stolen property? YES ☐ NO ☒

22. If "YES", state name of person & felony. _____

I hereby certify the above information to be true and correct to the best of my knowledge. I understand that you may deny or revoke my application if the information is false. I hereby authorize you to check all the above information in processing this application.

Sherri Beene
SIGNATURE OF APPLICANT

3-3-2025
DATE OF APPLICATION

STATE OF WYOMING)

) :ss Article 6, section 20

COUNTY OF CONVERSE)

Before me personally appeared Sherri Beene, as Partner of Douglas
(Name) (Title)

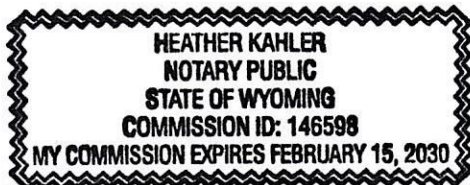
Pawn Brokers, known to me to be the person whose name is subscribed to this instrument, and

acknowledged that he/she executed the same for the purposes therein expressed this 3 day of
(Day)

march, 2025.
(Month) (Year)

Witness my hand and official seal.

(Seal)



Heather Kahler
NOTARY PUBLIC

TO BE COMPLETED BY CITY CLERK

Date Received: <u>3/3/25</u>	Date of Council meeting: <u>5/10/2025</u>	License # issued:
License Fee (Renewal): <u>\$250.00</u>	Receipt #: <u>3000627061</u>	Term of License: <u>March 2025 - Feb. 28, 2026</u>

STAFF COMMENTS & APPROVALS

CITY MANAGER

No Concerns.

CITY CLERK

Application completed, fee paid. No concerns

CHIEF OF POLICE

No Concerns

PUBLIC WORKS DIRECTOR

No Concerns

COMMUNITY DEVELOPMENT DIRECTOR

No Concerns

HUMAN RESOURCES DIRECTOR

No concerns

TREASURER

Fee paid, no concerns. mn

**CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING**

Board members: Jane Garber (6/2026, At Large) (1st full term)
J.D. Cox (6/2026, Douglas) (1st full term)
Candace Benedetta (11/2025, Glenrock) (partial)
Jenn Rasmussen (6/2027, Douglas) (1st full term)
Victor LeGloahec (6/2025, County) (1st full term)
(6/2025, County) (1st full term)
John Rabun (6/2027, Douglas) (1st full term)
Laurie Boner (6/2026, Glenrock) (partial)
Kris Mitchell (6/2027, County) (1st full term)

Date: January 23, 2025

Attendance Sheet:

Board Members

Jane Garber
Candace Benedetta
John Rabun
Jenn Rasmussen
Kris Mitchell
Laurie Boner

Guests

Cathy Feezer-Jones, CCTPB Administrator
Mitch McElwain - Guest
Jen Goodwin - Enterprise
Valerie Hayman – Knight Kruisers Car Club
Lindsay Stearns – Knight Kruisers Car Club
Glenn Gardner – Wyoming State Tourism - zoom
Jennifer Clowers – Laramie Peak Human Society
Kim Martin – Elevate Glenrock

Call to order: Jane Garber called the meeting to order @ 5:03 p.m. and noted that a quorum was present.

Location: Town Square Conference Room, Glenrock, Wyoming.

Grants:

- **Knight Kruisers Car Club - Enterprise requested \$5,435 for 25th Annual Car Show June 7, 2025.**
The Knight Kruisers Car Club will host their 25th Annual Car Show June 7, 2025. This event is traditionally held during Jackalope Days. 2025 Jackalope Days is scheduled Father's Day weekend, which makes a scheduling conflict with another regional car show. Because of the scheduling conflict the car club has scheduled their event for June 7th. Therefore, they have submitted a grant request this year for advertising expenses. After discussion the grant request amount was reduced to **\$4,435**, CCTPB will include advertising in the Cowboy State Daily for the Knight Kruisers event.

A motion was made to approve the grant request for \$4,435 to the Knight Kruisers Car Club for the 25th Annual Car Show June 7, 2025.

Motion: John Rabun Seconded: Laurie Boner Motion: Carried

State Fair Report:

- Courtney Conkle, WSF reported via email that the WSF team is on a tour at the NWSS and unable to attend the meeting in person.
- Kota Provence, WSF reported via email that the WSF is looking for stories and photos of past fairs as they prepare for the 125th annual WSF!
With the success of the 2024 Cowboy Channel television advertisement the WSF is requesting \$1,200 to begin advertising on the Cowboy Channel for the 2025 WSF.
A motion was made by Candace Benedetta to approve the \$1,200 request from WSF, and seconded by John Rabun. Motion carries.

Sagebrush Marketing Report:

- Jen Womack had no new report for the board this month.

Previous Month's Minutes: Minutes from December 17, 2024 presented. Motion to approve
Motion: John Rabun Seconded: Laurie Boner Motion: Carried

Financial Report: Invoices paid in the amount of **\$94,171.68**. Motion to approve.
Motion: Jenn Rasmussen Seconded: John Rabun Motion: Carried

Administrator Report:

- Cathy Feezer-Jones, Administrator shared her goals and objectives for 2025. In 2025 she would like to continue fostering relationships with board members and key stakeholders. Cathy would like to develop a year end review for the administrator position and also develop a logo for Converse County.
- Cathy asked the board to like the CCTPB Facebook page and share that page to help increase use of the page. Cathy has the goal of doing a weekly Facebook post.
- Cathy gave a report of the meeting that she had with Jen Womack. Cathy will also be attending the Wyoming State Tourism Conference in Cheyenne.

Old Business:

- Grant Committee report by Candace Bennedetta, the committee has emailed a draft of the new grant application and would like the board to review and send feedback to the committee.
- Table tents the CCTPB would like to continue distributing table tents in Converse County, Cathy will work on compiling a list of the area businesses that would like to have the table tents.
- By-Law Committee Report by Jane Garber that the By-Law Committee has a meeting scheduled with Burkley Young to discuss a revision plan.
- Jane Garber and Cathy Feezer-Jones attended the Converse County Joint Powers Committee meeting and introduced Cathy to them in her new administrative roll.
- Kim Martin of Elevate Glenrock asked the board for feed back regarding the mailer she is working on for Deer Creek Days.
- Jennifer Clowers of Laramie Peak Human Society presented a report on the Paws and Pearls event. Jennifer reported that the estimated attendance was 245 people, with 24 tables sold and 148 registered bidders, the fundraising event was very successful. The event used \$1,967 of the grant money, a check for the unused portion of the grant money will be processed.

New Business:

- Discuss and approve purchase of CCTPB laptop for admin use. Upon discussion a motion was made to have Cathy get a quote for a new laptop to be used by the administrative position.
Motion: Candace Benedetta Seconded: Laurie Boner Motion: Carried
- After discussion of the current CCTPB members listed as signers on the Converse County Bank account motion was made to remove Robin Cross and Karissa Gossen as signers on the Converse County Bank account.
Motion: John Rabun Seconded: Jane Garber Motion: Carried
- Action to add signers to Converse County Bank if needed. A motion was made to add Kris Mitchell, acting Secretary, as an authorized signer to the Converse County Bank account.
Motion: Jenn Rasmussen Seconded: Laurie Boner Motion: Carried
- Outdoor Enthusiasts of Converse County (OECC)

Public Comments: No public comments made.

Adjournment: There being no further business, the meeting was adjourned @ 6:46 pm.

Next Meeting: February 25, 2025 at the Ruthie James building in Douglas at 5pm

Submitted to file by: Kris Mitchell, Secretary.



EVENTS



- Adult Needle Felting Class
Mar 13, 6 PM
Converse County Library - Douglas
- Saving Grace Food Pantry Fundraiser
Mar 14, 5 PM
Douglas Fire Hall
- Story Time with Ron Hayes
Mar 14, 6 PM
Blend
- DIY Donut Fundraiser for Jaxon Kenkel
Mar 15, 8 AM
Blend
- Alzheimer's & Dementia Education
Mar 19, 10 AM
Douglas Senior Center
- Women's Gathering & Recipe Swap
Mar 19, 7 PM
LaBonte
- Douglas Third Thursday Craft Circle
Mar 20, 6 PM
Converse County Library Douglas
- Veteran & First Responder Meet Up
Mar 21, 7 PM
Blend



All Events Are Subject
To Change

More information available at:

<https://www.seewhatconversecando.com/calendar/>

<https://douglas.brighttravel.com/events>