CITY OF DOUGLAS WYOMING

REGULAR CITY COUNCIL MEETING
June 9, 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**

      City Council Regular Meeting Minutes: May 27, 2025

   b. **Bills & Claims**

      Warrant Register: May 2025

   c. **Other – Consent**

      Ordinance No. 1057: An Ordinance Amending Chapter 6.080.160 Pertaining to Dog or Other Animal Bite Examination, Third Reading

6. **Presentations**

   a. **Douglas Historic Preservation: Annual Update and Award Presentation - Heidi McCullough, Commissioner/Staff Liaison**

   b. **New Employee Introduction: Streets and Alleys - Matt McClure**

   c. **New Police Officer Swear In and Introduction: Thomas Wells**

7. **Discussion Items**

   a. **Strategic Doing: 2526**

   b. **Water Update: Forsgren**

   c. **Public Fireworks: 4th of July**

8. **Public Hearing**

9. **Tabled Items**

   a. **Remote Meter Read for Golf Course**

10. **Council Action Items**

    a. **Resolution No. 2025-14: Resolution Pursuant To Wyoming Statute §15-9-106 Finding That Blight Exists Within The City of Douglas And That Rehabilitation, Redevelopment And Conservation Are Necessary**

    b. **Douglas City Hall Site Improvements: Change Order No.2**

    c. **Board Appointment: Arts & Culture Board of Trustees - Shea Burke**

11. **City Manager's Report**

12. **Council Information**

    a. **Minutes: Converse County Tourism Promotion Board May 2025**

    b. **Minutes: Douglas Historic Preservation Commission**

13. **CircleBack Recap**

14. **Good People Doing Good Things**

15. **Community Update**

    a. **Event Calendar**

16. **Executive Session**

17. **Adjourn**

Monday, June 9, 2025
Call to Order at: 04:00 PM
Meeting Adjourned at: 05:30 PM

City Council Regular Minutes
May 27, 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, Matt Schmidt; Council Member, Joel Weeks. Absent: Council Member Perry Hershberger
Also present: City Attorney, Michael Armstrong; City Clerk, Sonya Ortega; Lieutenant, Todd Matthews; Public Works Director, John Harbarger; Planning Technician, Heidi McCullough.

2. Disclosures by City Council Members

None.

3. Approval of General Agenda (Corrections or Additions)

Councilperson Matthew Schmidt moved to approve the General Agenda as presented. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

4. Public Comments

None.

5. Approval of Consent Docket

Councilperson Weeks stated he voted for Homewood Suites by Hilton to be awarded the liquor license at the May 12, 2025 council meeting and with the lag of the Teams call, his vote was counted as an opposed vote.
Councilperson Joel Weeks moved to that the Minutes removed and make that its own item to be voted on. Seconded by Councilperson Ron McNare. Motion carried 4-0.
Councilperson Ron McNare moved to approve the Consent Docket as presented with the exception of the Minutes. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.
Councilperson Joel Weeks moved that his vote was heard incorrectly. The vote went from 3-2 to 4-1. Seconded by Councilperson Matthew Schmidt. 4-0

a. Minutes

City Council Regular Meeting: May 12, 2025

b. Bills & Claims

c. Other – Consent

Ordinance No. 1057: An Ordinance Amending Chapter 6.080.160

Pertaining to Dog or Other Animal Bite Examination, Second 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, Third Reading

Ordinance No. 1052: An Ordinance Amending Sections 8.20.080 Pertaining to Minimum Fines For Certain Nuisance Related Code Violations, Third Reading

Ordinance 1054: An Ordinance Creating Section 16.6.42 Pertaining to Mini-Warehouse (Commercial Self-Storage Facility) and Amending Section 16.2.2 Pertaining to Definitions, Table 4-6 of Section 16.4.7.1 Pertaining to Principal Uses, and Section 16.6.3.1 Pertaining to Allowed Uses and Structures in Commercial Zones, Third Reading

6. Presentations

a. Just Serve Proclamation and Presentation: Jen Goodwin & Lindsay Holm

Councilperson McNare proclaimed that the City of Douglas commits to promoting volunteerism, leveraging JustServe.org by reading aloud the proclamation. Jen Goodwin along with Lindsay Holm, Chairperson for Just Serve, spoke in front of council on the Just Serve program that was launched this year. Main Street Douglas has program matching volunteers around the community based on if they needing volunteers or wanting to volunteer. Douglas is the first city in Wyoming to become a "Just Serve City".

7. Discussion Items

None.

8. Public Hearing

a. Resolution No. 2025-15: A Resolution Authorizing a Conditional Use Permit to First Northern Bank for the Installation of an Electronic Message Board Sign in a B-1 Local Business Zone at 800 S. 4th Street (Original Town Of Douglas, Block 63, Lot 15).

Mayor Pexton opened the Public Hearing at 4:20pm.
Planning Technician, Heidi McCullough provided a staff report on Resolution No. 2025-15, authorizing a Conditional Use Permit to First Northern Bank,

allowing them the installation of an electronic message board sign.
Public Comment in Favor or Opposition: None.
Close Public Hearing at 4:25pm
Councilperson Matthew Schmidt moved to approve Resolution No. 2025-15 as presented. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

9. Council Action Items

a. Resolution No. 2025-16: A Resolution Of The City Council Of The City Of Douglas, Wyoming, Formally Establishing And Naming "Douglas Mountain Park" As A Natural City Park For Outdoor Recreation At 901 Center Street, Generally Situated Directly East Of The Intersection Of Center Street And North 9th Street

City Manager Cox provided a staff report. Outdoor Enthusiasts of Converse County presented a video showing what the current trail system looks like. On March 31, 2025 OECC is planning an opening of Douglas Mountain. OECC plans on further reaching out to youth programs within the city to get people out and enjoying the new park.
Councilperson Joel Weeks moved to approve Resolution No. 2025-16 naming and designating Douglas Mountain Park as a City Park and authorize follow-up actions, including a zoning review for land use consistency, public signage, and coordination with Outdoor Enthusiasts of Converse County and community partners on both near-term events and long-term park development. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

b. Bid Award: Wastewater Treatment Plant Air Header Replacement Project

Director Harbarger provided the staff report.
Councilperson Ron McNare moved to accept the bid from WyoDak Energy Services LLC, for the Wastewater Treatment Plant Air Header Replacement Project in the amount of $769,370.67 and authorize the City Manager to sign all associated documents. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

c. Memorandum of Understanding: City of Douglas Police Department and Converse County School District #1 For School Resource Officer Program

LT Matthews provided staff report stating this is an updated MOU between City of Douglas and CCSD#1.
Councilperson Joel Weeks moved to approve Memorandum of Understanding between City of Douglas Police Department and Converse County School District as presented. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

d. Board Appointments - Urban Renewal Agency: Melinda Trabing, Jay Hancock, Josh Moore

City Manager Cox provided a staff report providing information on 3 Douglas residents that have applied for the URA board.
Councilperson Ron McNare moved to appoint Melinda Trabing to a 1-year term expiring May 11, 2026, Jay Hancock to a 4-year term expiring May 11, 2029, and Josh Moore to a 5-year term expiring May 11, 2030. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

e. Board Appointment Arts & Culture: Sharon Tuckey

Heidi McCullough provided staff report of the vacancy on the Arts & Culture Board and that an application had been received and reviewed. Applicant is a local artist on fiber and wool arts.
Councilperson Joel Weeks moved to appoint Sharon Tuckey to the 3-year term ending June 30, 2028. Seconded by Councilperson Ron McNare. Motion carried 4-0.

f. Remote Meter Read for Golf Course

Director Harbarger provided a staff report with Supervisor Oberlander providing additional information. Council produced many questions and would like to table this item and come back with further quotes on the price including SCADA.
Councilperson Matthew Schmidt moved to table Remote Meter Read for Golf course. Seconded by Councilperson Ron McNare. Motion carried 4-0.

10. Financial Report

a. Financial Report: April 2025

11. City Manager's Report

City Manger Cox provided report and updates of the City's doings.

12. Council Information

a. Notice of Possible Quorum: City/County Breakfast Meeting June 4, 2025 at 7:00am in the MHCC Boardroom

b. Planning & Zoning Commission Unapproved Minutes May 19, 2025

13. CircleBack Recap

City Clerk provided circlebacks from the budget work session

14. Good People Doing Good Things

Councilperson Schmidt would like to recognize Cemetery staff and any Public

Works employees that helped out with the cemetery on Memorial Day. Councilperson Schmidt received compliments that it looked great!

15. Community Update

a. Event Calendar

16. Executive Session

Councilperson McNare adjourned into executive session for the purpose of considering the site selection or purchase of real estate, in accordance with W.S. ss16-4-405(a)(vii). Seconded by Councilperson Schmidt. Motion carried 4-0.

17. Adjourn

Regular City Council Meeting of May 27, 2025, adjourned into executive session at approximately 5:26pm.

Kim Pexton, Mayor

ATTEST:

Sonya Ortega, City Clerk
Published: June 4, 2025

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SHIRTS & MORE				
1285	CAMP POSTCARD BACKPACKS	05/07/25	80.00	10-5201-3210
1285	CAMP POSTCARD SHIRTS	05/07/25	160.00	10-5201-3210
Total 307 SHIRTS & MORE:			240.00	
307 SIGNS AND MORE				
599	SIGN-DISC GOLF	05/06/25	36.00	10-5304-3210
600	SIGN PANEL-ARBORETUM	05/06/25	162.63	10-5304-3210
609	SIGNS-HISTORIC CEMETERY TOUR	05/09/25	20.00	92-5920-2158
619	UNIT #'S-CITY VEHICLES	05/16/25	9.00	10-5305-3210
619	UNIT #'S-CITY VEHICLES	05/16/25	18.00	10-5306-3210
630	SIGN PANEL-QR CODE SIGNS	05/22/25	73.72	10-5306-3210
632	SIGNS-HISTORIC CEMETERY TOUR	05/23/25	50.00	92-5920-2158
643	PLAQUE-PRESERVATION AWARD	05/28/25	55.00	92-5920-2158
Total 307 SIGNS AND MORE:			424.35	
5 ACES PRINTING LLC				
8685	NOTICE OF FINAL PAYMENT	03/26/25	60.00	10-5100-2115
8686	NOTICE OF FINAL PAYMENT	04/09/25	60.00	10-5100-2115
8687	NOTICE OF FINAL PAYMENT	04/09/25	60.00	10-5100-2115
8792	AD FOR BID-WWTP	04/02/25	195.00	10-5100-2115
8793	AD FOR BID-WWTP	04/09/25	195.00	10-5100-2115
8794	AD FOR BID-WWTP	04/16/25	195.00	10-5100-2115
8795	PUBLIC HEARING	04/02/25	90.00	10-5100-2115
8796	MINUTES	04/02/25	720.00	10-5100-2115
9050	ORDINANCE	04/23/25	165.00	10-5100-2115
9051	MINUTES	04/23/25	675.00	10-5100-2115
9052	WARRANT REGISTER	04/23/25	675.00	10-5100-2115
9097	PUBLIC HEARING-P&Z	04/30/25	75.00	10-5100-2115
Total 5 ACES PRINTING LLC:			3,165.00	
ALCOHOL & DRUG TESTING SERV				
48803	PROFESSIONAL SERVICES	03/31/25	70.00	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			70.00	
AMERICAN COLLECTION SYSTEMS				
19093	COLLECTION FEES	02/28/25	412.80	10-5100-2166
Total AMERICAN COLLECTION SYSTEMS:			412.80	
AMUNDSEN ASSOCIATES LLC				
2025-119	COMMUNITY FACILITY ARCHITECUTURAL	05/09/25	91,789.45	57-5571-2153
Total AMUNDSEN ASSOCIATES LLC:			91,789.45	
ATLAS PREMIER SERVICE				
77654	COPIER MAINTENANCE AGREEMENT	05/09/25	102.95	10-5201-2156
Total ATLAS PREMIER SERVICE:			102.95	
BCN TELECOM INC				
23911755	PHONE SERVICE	05/01/25	120.58	10-5100-2134
23911755	PHONE SERVICE	05/01/25	7.84	10-5306-2134

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total BCN TELECOM INC:			128.42	
BEAR CREEK ORIGINALS				
24864	UNIFORM SHIRTS	05/16/25	179.88	10-5202-3233
Total BEAR CREEK ORIGINALS:			179.88	
BLACK HILLS ENERGY				
051525	GAS SERVICE	05/15/25	186.90	10-5100-2133
051525	GAS SERVICE	05/15/25	865.25	10-5301-2133
051525	GAS SERVICE	05/15/25	118.84	10-5306-2133
051525	GAS SERVICE	05/15/25	96.24	10-5307-2133
051525	GAS SERVICE	05/15/25	489.81	31-5401-2133
051525	GAS SERVICE	05/15/25	135.59	31-5402-2133
051525	GAS SERVICE	05/15/25	287.38	32-5502-2133
051525	GAS SERVICE	05/15/25	360.74	34-5340-2133
051525	GAS SERVICE	05/15/25	42.91	10-5304-2133
Total BLACK HILLS ENERGY:			2,583.66	
BLACK HILLS POWER EQUIPMENT				
65809	MOWER	04/02/25	27,464.14	47-5470-6547
Total BLACK HILLS POWER EQUIPMENT:			27,464.14	
BLOEDORN LUMBER - DOUGLAS				
640932	RETURN-2X6	05/13/25	30.06-	10-5304-3210
8763697	SHOWER FLOW CONTROL	05/08/25	6.74	10-5304-3210
8764639	CABLE TIES	05/09/25	17.99	10-5304-3210
8771564	SCREWS	05/13/25	13.94	10-5304-3210
8771564	SCREWS	05/13/25	13.94	10-5304-3210
8771564	SCREWS	05/13/25	14.94	10-5304-3210
8771564	SCREWS	05/13/25	1.20	10-5304-3210
8771564	SCREWS	05/13/25	2.76	10-5304-3210
8771564	2X6	05/13/25	16.75	10-5304-3210
8771564	2X6	05/13/25	40.08	10-5304-3210
8771564	4X4	05/13/25	30.94	10-5304-3210
8771564	2X4	05/13/25	32.25	10-5304-3210
8771564	PLYWOOD	05/13/25	170.07	10-5304-3210
8771564	CUTTING CHARGE	05/13/25	1.50	10-5304-3210
8771654	2x4	05/13/25	21.81	10-5304-3210
8771747	KEY	05/13/25	2.49	10-5305-3210
8772500	SCREWS	05/13/25	6.00	10-5304-3210
8772500	1X4	05/13/25	6.61	10-5304-3210
8776172	SHOVEL	05/15/25	39.99	31-5402-3210
8776172	SCREWDRIVER	05/15/25	7.99	31-5402-3210
8776172	SCREWDRIVER	05/15/25	8.49	31-5402-3210
8776172	SCREWDRIVER	05/15/25	9.99	31-5402-3210
8782652	SEALANT	05/19/25	7.64	10-5304-3210
8787639	FLAGS	05/21/25	12.99	10-5304-3210
8791282	OUTDOOR CORD	05/23/25	58.49	31-5402-3210
8791282	SUMP PUMP	05/23/25	215.99	31-5402-3210
8791282	HOSE KIT	05/23/25	17.09	31-5402-3210
879461	FLUSH LEVER	05/12/25	8.09	10-5304-3210
8798867	INSERT	05/28/25	6.82	31-5402-3210
8798867	INSERT	05/28/25	2.06	31-5402-3210
8798867	INSERT	05/28/25	3.14	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total BLOEDORN LUMBER - DOUGLAS:			768.72	
BOMGAARS				
391883	T-POST	05/03/25	49.40	34-5340-3210
392870	HOSE SHUTOFF	05/05/25	8.99	10-5306-3210
392870	HOSE CONNECTOR	05/05/25	6.99	10-5306-3210
393117	COMBO WRENCH	05/06/25	10.49	33-5600-3220
393117	RAIN-X	05/06/25	3.99	33-5600-3220
393117	IMPACT SOCKET	05/06/25	11.99	33-5600-3220
393117	IMPACT WRENCH KIT	05/06/25	479.99	33-5600-3220
393794	WHEEL BARROW TIRES	05/08/25	29.98	10-5304-3210
393794	TUBES	05/08/25	21.98	10-5304-3210
395623	GAS CANS	05/12/25	39.98	10-5304-3210
396260	SPOUT	05/14/25	10.99	10-5304-3210
396284	POLY TUBING	05/14/25	13.80	34-5340-3210
396284	CABLE TIES	05/14/25	74.97	34-5340-3210
396284	DUCT TAPE	05/14/25	13.49	34-5340-3210
396284	ELECTRICAL TAPE	05/14/25	13.98	34-5340-3210
396284	BOLTS	05/14/25	3.07	34-5340-3210
396284	PRICK PUNCH	05/14/25	5.39	34-5340-3210
396284	CABLE LUG	05/14/25	5.49	34-5340-3210
396284	HINGES	05/14/25	7.98	34-5340-3210
396284	HINGES	05/14/25	5.39	34-5340-3210
396284	HINGES	05/14/25	3.99	34-5340-3210
396284	SPOUT	05/14/25	10.99	34-5340-3210
396284	SQUARE	05/14/25	14.99	34-5340-3210
396284	CENTER PUNCH	05/14/25	5.69	34-5340-3210
396284	FASTENERS	05/14/25	24.99	34-5340-3210
396298	MECHANICS SET	05/14/25	119.99	10-5304-3210
396298	WRENCH	05/14/25	17.99	10-5304-3210
396298	PLIERS	05/14/25	19.99	10-5304-3210
396298	PIPE WRENCH	05/14/25	29.99	10-5304-3210
396993	TIRE	05/16/25	12.99	10-5304-3210
397001	TRIMMER LINES	05/16/25	31.98	10-5306-3210
397001	PLIERS	05/16/25	11.98	10-5306-3210
398172	ANNUALS	05/19/25	6.98	10-5306-3210
398172	SOIL	05/19/25	9.99	10-5306-3210
398172	SEEDS	05/19/25	7.96	10-5306-3210
398172	ANNUALS	05/19/25	20.86	10-5306-3210
398184	WASHING MACHINE HOSE	05/19/25	16.99	10-5304-3210
398184	PUMP	05/19/25	179.99	10-5304-3210
398231	WASHING MACHINE HOSE	05/19/25	17.99	10-5304-3210
398348	LINE HEADS	05/20/25	66.58	10-5304-3220
398348	TRIMMER	05/20/25	269.99	10-5304-3220
398415	TRIMMER LINE	05/20/25	35.99	10-5304-3210
398529	CABLE TIES	05/20/25	6.99	34-5340-3210
398529	GREASE	05/20/25	6.49	34-5340-3210
398529	FILTER	05/20/25	29.99	34-5340-3210
398529	MOUSE TRAPS	05/20/25	5.97	34-5340-3210
398529	MOUSE TRAPS	05/20/25	9.98	34-5340-3210
398529	RTV GASKET	05/20/25	8.99	34-5340-3210
398932	AIR HOSE REEL	05/21/25	159.99	34-5340-3210
399040	PAINT BRUSHES	05/22/25	19.16	10-5305-3210
401054	ELECTRIC CLEANER	05/27/25	26.97	32-5502-3210
401054	MOTIVE CLEANER	05/27/25	7.99	32-5502-3210
401061	SAFETY EARMUFFS	05/27/25	34.99	10-5306-3210
401194	HOSE CLAMP	05/27/25	8.96	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
401194	COUPLING	05/27/25	2.69	10-5306-3210
401194	PIPE NIPPLE	05/27/25	1.52	10-5306-3210
401194	INSERT ADAPTER	05/27/25	5.02	10-5305-3210
401194	PIPE NIPPLE	05/27/25	14.39	10-5305-3210
401194	HOSE CLAMP	05/27/25	32.28	10-5305-3210
401464	GLOVES	05/28/25	10.99	10-5306-3210
Total BOMGAARS:			2,150.57	
BOYS & GIRLS CLUB OF DOUGLAS				
2204-APR	FUNDING ALLOCATION AGREEMENT	05/08/25	2,500.00	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			2,500.00	
BUSINESS CENTER				
16034	SHARPIES	04/25/25	21.50	10-5100-3201
16199	THERMAL PAPER	05/07/25	3.79	10-5100-3201
16217	NEWSPAPER	05/07/25	1.00	10-5100-3210
16388	THERMAL PAPER	05/20/25	15.16	10-5100-3201
Total BUSINESS CENTER:			41.45	
CAPITAL BUSINESS SYSTEMS INC				
1513676	MAINTENANCE AGREEMENT-PLOTTER	05/20/25	188.27	10-5106-2156
Total CAPITAL BUSINESS SYSTEMS INC:			188.27	
CDW-G				
AC4II1V	ADOBE ACROBAT	01/21/25	1,953.36	10-5103-3220
AD87B5T	SAMSUNG PM1653	04/29/25	10,993.32	10-5103-3220
AD87B5T	CABLES	04/29/25	152.56	10-5103-3220
AD87B5X	SAMSUNG 990 EVO	04/29/25	409.05	10-5103-3220
AD87B6B	CRUCIAL-DDR5	04/29/25	304.56	10-5103-3220
AD87B6B	SPEAKERS	04/29/25	54.44	10-5103-3220
AD87B6B	LENVO THINKCENTRE	04/29/25	5,806.57	10-5103-3220
AD87B6B	FORTINET FORTIAP	04/29/25	256.87	10-5103-3220
AD87B6B	MONITORS	04/29/25	1,313.52	10-5103-3220
AD87B6D	CRUCIAL-DDR5	04/29/25	278.52	10-5103-3220
AD87B6D	BUFFALO MEDIA STATION	04/29/25	973.98	10-5103-3220
AD87B6D	MONITORS	04/29/25	1,094.60	10-5103-3220
AD87B6D	MONITORS	04/29/25	714.25	10-5103-3220
AD87B6D	SPEAKERS	04/29/25	163.32	10-5103-3220
AD91L6L	RACK RAIL KIT	05/06/25	104.23	10-5103-3220
AD99B4V	ADAPTER	05/07/25	69.16	10-5103-3220
AD9EE2C	SAMSUNG GALAXY TABLET	04/30/25	622.44	10-5103-3220
AD9KE4H	COMPUTER POWER EXTENSION	05/01/25	27.08	10-5103-3220
AD9KE4H	COMPUTER POWER EXTENSION	05/01/25	27.12	10-5103-3220
AD9U81U	SAMSUNG 990 EVO	05/05/25	409.05	10-5103-3220
AD9X26R	SYNOLOGY UNIFIED CONTROLLER	05/05/25	7,312.76	10-5103-3220
AD9X26R	NETWORK ADAPTER	05/05/25	573.66	10-5103-3220
AE1B32K	LENVO THINKCENTRE	05/07/25	1,072.41	10-5103-3220
AE1HD5E	LENVO THINKCENTRE	05/08/25	5,362.05	10-5103-3220
Total CDW-G:			40,048.88	
CENTRICITY GIS				
1727	CITYWORKS DATA MIGRATION	05/27/25	10,000.00	10-5103-3220

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CENTRICITY GIS:			10,000.00	
CENTURYLINK				
052025	TELEPHONE SERVICES	05/20/25	59.91	10-5307-2134
Total CENTURYLINK:			59.91	
CHAFFIN, CLARA				
051925	MILEAGE REIMBURSEMENT-WYOPASS CONFERENCE	05/19/25	237.30	10-5106-2123
051925	MILEAGE REIMBURSEMENT-WYGEO CONFERENCE	05/19/25	211.40	10-5106-2123
Total CHAFFIN, CLARA:			448.70	
CITY OF CASPER				
633800	LANDFILL FEES	05/02/25	1,661.24	34-5340-2158
633878	LANDFILL FEES	05/06/25	2,177.36	34-5340-2158
633878	LANDFILL FEES	05/06/25	1,651.04	34-5340-2158
633906	LANDFILL FEES	05/07/25	1,965.20	34-5340-2158
633927	LANDFILL FEES	05/08/25	1,791.12	34-5340-2158
633958	LANDFILL FEES	05/09/25	1,699.32	34-5340-2158
634029	LANDFILL FEES	05/13/25	1,874.08	34-5340-2158
634030	LANDFILL FEES	05/13/25	1,733.32	34-5340-2158
634030	LANDFILL FEES	05/13/25	1,676.88	34-5340-2158
634100	LANDFILL FEES	05/14/25	1,942.76	34-5340-2158
634132	LANDFILL FEES	05/15/25	1,583.72	34-5340-2158
634160	LANDFILL FEES	05/16/25	1,678.24	34-5340-2158
634230	LANDFILL FEES	05/20/25	1,657.16	34-5340-2158
634230	LANDFILL FEES	05/20/25	1,593.92	34-5340-2158
634257	LANDFILL FEES	05/21/25	1,536.12	34-5340-2158
634291	LANDFILL FEES	05/22/25	1,884.96	34-5340-2158
634320	LANDFILL FEES	05/23/25	1,715.64	34-5340-2158
634320	LANDFILL FEES	05/23/25	1,934.60	34-5340-2158
634405	LANDFILL FEES	05/28/25	1,617.72	34-5340-2158
634405	LANDFILL FEES	05/28/25	1,606.16	34-5340-2158
634405	LANDFILL FEES	05/28/25	1,810.84	34-5340-2158
634438	LANDFILL FEES	05/29/25	1,792.48	34-5340-2158
634465	LANDFILL FEES	05/30/25	1,846.88	34-5340-2158
634465	LANDFILL FEES	05/30/25	1,790.44	34-5340-2158
Total CITY OF CASPER:			42,221.20	
CITY OF DOUGLAS-PETTY CASH				
361	REPLENISH PETTY CASH-NEWSPAPERS	04/11/25	2.00	10-5100-3210
362	REPLENISH PETTY CASH-RECORDING FEES	04/24/25	36.00	10-5100-3210
362	REPLENISH PETTY CASH-RECORDING FEES	04/24/25	15.00	10-5100-3210
363	REPLENISH PETTY CASH-POSTAGE	04/29/25	18.55	10-5100-2101
364	REPLENISH PETTY CASH-RECORDING FEES	04/29/25	12.00	10-5100-3210
366	REPLENISH PETTY CASH-PLATES	05/05/25	10.00	10-5100-3210
367	REPLENISH PETTY CASH-RECORDING FEES	05/13/25	48.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			141.55	
CITY OF DOUGLAS-UTILITY PMNT				
051225	WATER/SEWER/SANITATION	05/12/25	160.19	10-5100-2132
051225	WATER/SEWER/SANITATION	05/12/25	316.17	10-5301-2132
051225	WATER/SEWER/SANITATION	05/12/25	1,097.30	10-5304-2132
051225	WATER/SEWER/SANITATION	05/12/25	80.90	10-5306-2132

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
051225	WATER/SEWER/SANITATION	05/12/25	121.58	31-5401-2132
051225	WATER/SEWER/SANITATION	05/12/25	2,346.90	31-5402-2132
051225	WATER/SEWER/SANITATION	05/12/25	514.16	32-5501-2132
051225	WATER/SEWER/SANITATION	05/12/25	26.41	32-5502-2132
18319	LANDFILL CHARGES	05/08/25	30.00	10-5304-3210
18320	LANDFILL CHARGES	05/08/25	18,279.00	33-5600-2158
18332	BULK WATER	05/08/25	43.88	32-5502-3210
18332	BULK WATER	05/08/25	22.87	32-5502-3210
18332	BULK WATER	05/08/25	5.00	10-5305-3210
18332	BULK WATER	05/08/25	3.00	10-5305-3210
18332	BULK WATER	05/08/25	12.00	10-5305-3210
18332	BULK WATER	05/08/25	208.00	34-5340-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18341	LANDFILL CHARGES	05/22/25	30.00	10-5301-3210
18342	LANDFILL CHARGES	05/22/25	38,865.00	33-5600-2158
	Total CITY OF DOUGLAS-UTILITY PMNT:		62,462.36	
CIVIC PLUS LLC				
324779	SUBSCRIPTION RENEWAL	01/09/25	2,898.00	10-5103-2156
	Total CIVIC PLUS LLC:		2,898.00	
CIVIL ENGINEERING PROFESSIONAL				
22-034-24	ENGINEERING-2ND & 3RD ST	05/25/25	497.52	32-5852-2153
22-034-24	ENGINEERING-2ND & 3RD ST	05/25/25	222.48	56-5560-2153
22-043-24	ENGINEERING-WEST RIVER LIFT STATION	05/25/25	4,945.60	32-5852-2153
22-043S-02	ENGINEERING-LIFT STATION SCADA	05/25/25	40,000.00	32-5852-2153
22-066-20	ENGINEERING-CLEARFIELD BOOSTER STATION	05/25/25	15,947.00	31-5840-2153
22-080-06	ENGINEERING-ANTELOPE CREEK DREDGING	05/25/25	2,650.00	56-5560-2153
22-100-23	ENGINEERING-7 TRAILS NORTH	04/30/25	337.50	41-5410-2158
22-100-23	ENGINEERING-BIKE PARK FENCE LINE	04/30/25	2,180.00	41-5410-2158
22-100-23	ENGINEERING-LAMBERT UTILITIES PRECONSTRUCTION	04/30/25	250.50	31-5402-2153
23-013-11	ENGINEERING-2ND & 3RD ST DESIGN	05/25/25	4,736.06	31-5840-2153
23-013-11	ENGINEERING-2ND & 3RD ST DESIGN	05/25/25	5,432.54	32-5852-2153
23-013-11	ENGINEERING-2ND & 3RD ST DESIGN	05/25/25	13,047.40	56-5560-2153
23-055-05	ENGINEERING-N 4TH ST	05/25/25	1,073.54	31-5840-2153
23-055-05	ENGINEERING-N 4TH ST	05/25/25	6,131.46	56-5560-2153
24-018-08	ENGINEERING-N 2ND ST BRIDGE	05/25/25	5,193.56	31-5840-2153
24-018-08	ENGINEERING-N 2ND ST BRIDGE	05/25/25	11,668.64	56-5560-2153
24-049-07	ENGINEERING-POOL	04/30/25	6,983.70	55-5550-2153
24-049-08	ENGINEERING-POOL	05/25/25	7,365.75	55-5550-2153
24-053-04	ENGINEERING-ORPHA & CLEARFIELD TANK CLEANING	05/25/25	2,300.00	31-5840-2153
24-069-04	ENGINEERING-3.5 ALLEY RE-ROUTE	05/25/25	1,065.00	32-5852-2153
25-024-01	ENGINEERING-DOUGLAS GIS LOT CORNERS	05/25/25	1,132.50	10-5106-2158
	Total CIVIL ENGINEERING PROFESSIONAL:		133,160.75	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
CLEVERPATH IT				
5100171	SOPHOS LICENSE AGREEMENT	05/01/25	108.00	10-5103-2120
CW50651	SOPHOS LICENSE AGREEMENT	04/01/25	108.00	10-5103-2120
Total CLEVERPATH IT:			216.00	
COMTRONIX				
6464025	ALARM MONITORING	06/01/25	143.10	10-5100-2156
Total COMTRONIX:			143.10	
CONVERSE COUNTY				
052725	JOINT JUSTICE EXPENDITURES	05/27/25	8,006.06	10-5111-8760
052725	JOINT JUSTICE EXPENDITURES	05/27/25	52,611.85	10-5111-8760
Total CONVERSE COUNTY:			60,617.91	
CONVERSE COUNTY HEALTH DEPT				
051525	RABIES VACCINATION	05/15/25	840.00	10-5100-1032
Total CONVERSE COUNTY HEALTH DEPT:			840.00	
CONVERSE COUNTY SHERIFF				
042025	BOOKING FEES	04/30/25	120.00	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			120.00	
CONVERSE HOPE CENTER				
SFY25 10.24	FUNDING ALLOCATION AGREEMENT	10/31/24	3,307.97	10-5110-8759
SFY25 11.24	FUNDING ALLOCATION AGREEMENT	11/30/24	2,927.95	10-5110-8759
SFY25 12.24	FUNDING ALLOCATION AGREEMENT	12/31/24	4,414.43	10-5110-8759
SFY25 9.24	FUNDING ALLOCATION AGREEMENT	09/30/24	3,373.99	10-5110-8759
Total CONVERSE HOPE CENTER:			14,024.34	
CORE & MAIN				
W848832	TEE	04/30/25	148.00	31-5402-3210
W848832	TEE	04/30/25	158.40	31-5402-3210
W848832	CURB STOP	04/30/25	1,000.62	31-5402-3210
W888316	RESTRAINED FITTING	05/23/25	3,275.00	31-5401-6544
W922845	FLANGES	05/16/25	446.52	31-5402-3210
W925004	GLAND PACK	05/06/25	303.48	31-5402-3210
W925004	SOLID SLEEVE	05/06/25	1,468.34	31-5402-3210
W925004	MEGA LUGS	05/06/25	706.08	31-5402-3210
W993986	FLANGES	05/16/25	404.18	31-5403-3220
W993986	FLANGE GASKETS	05/16/25	31.34	31-5403-3220
W993986	SHIPPING	05/16/25	19.81	31-5403-3220
Total CORE & MAIN:			7,961.77	
COY, DEBRA J				
052725	JANITORIAL SERVICES	05/27/25	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
DAVIS & CANNON LLP				
656844	LEGAL SERVICES	05/12/25	780.00	10-5100-2151

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total DAVIS & CANNON LLP:			780.00	
DOUGLAS BROADCASTING INC				
35950	AD-DISCOVER DOUGLAS APP	05/01/25	80.00	10-5100-2115
36012	AD-DISCOVER DOUGLAS APP	05/01/25	80.00	10-5100-2115
36041	AD-DISCOVER DOUGLAS APP	05/01/25	80.00	10-5100-2115
Total DOUGLAS BROADCASTING INC:			240.00	
DOUGLAS HARDWARE HANK LLC				
369826	BARREL BOLT	05/01/25	11.99	10-5305-3210
369894	GLOVES	05/05/25	31.99	32-5502-3210
369911	DRILL BIT	05/05/25	22.99	33-5600-3210
369920	PLIERS	05/05/25	55.98	31-5401-3210
369920	ICE CUBE TRAY	05/05/25	4.59	31-5401-3210
369920	ICE CUBE TRAY	05/05/25	6.59	31-5401-3210
369920	BARREL BOLT	05/05/25	9.98	31-5401-3210
369920	HAND SOAP	05/05/25	6.59	31-5401-3210
369920	HAND SOAP	05/05/25	9.99	31-5401-3210
369920	FASTENERS	05/05/25	5.18	31-5401-3210
369921	TOILET PAPER	05/05/25	25.98	31-5401-3210
369921	PAPER TOWELS	05/05/25	27.98	31-5401-3210
369954	MOTOR OIL	05/06/25	7.99	32-5501-3210
369973	PVC PIPE	05/07/25	19.99	10-5306-3210
369973	CEMENT	05/07/25	17.99	10-5306-3210
369973	PVC PRIMER	05/07/25	17.99	10-5306-3210
369973	COUPLER	05/07/25	5.58	10-5306-3210
369976	NIPPLE	05/07/25	2.79	32-5501-3210
369987	ACRYLIC SHEET	05/07/25	16.99	10-5304-3210
369988	TAPE	05/07/25	4.99	10-5304-3210
370013	PRESSURE GAUGE	05/08/25	9.99	10-5304-3210
370018	BRASS COUPLER	05/12/25	8.59	10-5306-3210
370029	THREAD SEAL	05/09/25	2.78	10-5302-3210
370029	SCRAPER	05/09/25	3.58	10-5302-3210
370099	MARKING PAINT	05/12/25	19.98	10-5304-3210
370117	NOZZLE FAN SPRAY	05/12/25	7.59	10-5306-3210
370127	AERATOR	05/12/25	5.99	31-5401-3210
370153	BALL VALVE	05/13/25	13.99	10-5306-3210
370153	NIPPLE	05/13/25	6.99	10-5306-3210
370165	BALL VALVE	05/13/25	13.99	10-5306-3210
370165	THREAD TAPE	05/13/25	6.99	10-5306-3210
370165	THREAD SEALANT	05/13/25	9.99	10-5306-3210
370200	STHIL BLADE	05/14/25	16.99	10-5304-3210
370246	UTILITY TUBE DECK TIRE	05/16/25	16.99	10-5304-3210
370246	INNER TUBE	05/16/25	11.99	10-5304-3210
370267	BARREL BOLT	05/16/25	8.99	10-5305-3210
370267	FASTENERS	05/16/25	1.38	10-5305-3210
370328	HOSE	05/19/25	13.99	10-5304-3210
370328	SHARKBITE	05/19/25	11.59	10-5304-3210
370328	HOSE ADAPTER	05/19/25	6.59	10-5304-3210
370329	FASTENERS	05/19/25	10.50	10-5304-3210
370337	CAP	05/19/25	5.99	10-5304-3210
370338	FASTENERS	05/19/25	4.49	10-5304-3210
370338	FASTENERS	05/19/25	10.49	10-5304-3210
370346	TRIMMER HEAD	05/20/25	28.99	10-5306-3210
370357	GAS CAN	05/20/25	22.99	10-5304-3210
370357	ENGINE OIL	05/20/25	6.99	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
370357	GLOVES	05/20/25	29.99	10-5304-3210
370357	GLOVES	05/20/25	19.99	10-5304-3210
370362	FREIGHT	05/20/25	208.58	31-5401-3210
370399	MARKING PAINT	05/21/25	9.99	10-5304-3210
370415	VELCRO	05/22/25	4.99	31-5401-3210
370415	WRENCH	05/22/25	21.99	31-5401-3210
370415	SCREWDRIVER	05/22/25	6.59	31-5401-3210
370415	SCREWDRIVER	05/22/25	6.99	31-5401-3210
370415	LEVEL	05/22/25	7.99	31-5401-3210
370454	GAP SEALANT	05/23/25	7.99	31-5401-3210
370468	SHOVEL	05/23/25	26.99	32-5501-3210
370471	AIR FILTER	05/23/25	9.18	31-5401-3210
370533	SAFETY GLASSES	05/27/25	15.99	10-5306-3210
370533	SAFETY GLASSES	05/27/25	9.99	10-5306-3210
370533	SHOULDER HARNESS	05/27/25	33.99	10-5306-3210
370546	FLOWERS	05/27/25	13.98	10-5301-3210
370546	FLOWERS	05/27/25	23.94	10-5301-3210
370546	FLOWERS	05/27/25	24.90	10-5301-3210
370596	LAWN & GARDEN	05/28/25	17.99	10-5304-3210
370643	VALVE KEY	05/30/25	11.99	10-5304-3210
Total DOUGLAS HARDWARE HANK LLC:			1,117.57	
DOUGLAS SEAT COVERS LLC				
446	NAME TAPES	02/22/25	48.00	10-5202-3233
Total DOUGLAS SEAT COVERS LLC:			48.00	
DOUGLAS YOUTH HOCKEY ASSOC				
1043	FUNDING ALLOCATION AGREEMENT	05/05/25	24,000.00	10-5110-8723
Total DOUGLAS YOUTH HOCKEY ASSOC:			24,000.00	
DXP ENTERPRISES				
55086794	OIL	04/24/25	224.75	32-5501-2158
Total DXP ENTERPRISES:			224.75	
ENERGY LABORATORIES INC				
690719	WASTEWATER SAMPLING	02/19/25	142.00	32-5501-2158
697741	WATER SAMPLING	03/31/25	125.00	31-5401-2158
705725	WATER SAMPLING	05/07/25	841.00	31-5401-2158
706111	WATER SAMPLING	05/08/25	152.00	31-5401-2158
706115	WASTEWATER SAMPLING	05/08/25	66.00	32-5501-2158
706119	WASTEWATER SAMPLING	05/08/25	66.00	32-5501-2158
706911	WATER SAMPLING	05/13/25	2,540.00	31-5401-2158
707525	WATER SAMPLING	05/15/25	114.00	31-5401-2158
707813	WASTEWATER SAMPLING	05/16/25	180.00	32-5501-2158
707814	WASTEWATER SAMPLING	05/16/25	395.00	32-5501-2158
Total ENERGY LABORATORIES INC:			4,621.00	
ESRI				
900028867	ARC GIS DESKTOP STANDARD	05/28/25	1,750.00	10-5106-2156
900028867	ARC GIS ONLINE CREATOR USER TYPE	05/28/25	700.00	10-5106-2156
900028867	ARC GIS BUSINESS ANALYST WEB APP	05/28/25	1,000.00	10-5106-2156

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ESRI:			3,450.00	
EV STUDIO				
AB25010.00-4	ARCHITECTURE SERVICES	05/31/25	1,575.00	41-5411-2158
AB25010.00-4	STRUCTURAL SERVICES	05/31/25	3,250.00	41-5411-2158
Total EV STUDIO:			4,825.00	
FAIRBANKS SCALES				
1725025	MAINTENANCE AGREEMENT	04/24/25	1,534.00	34-5340-2156
Total FAIRBANKS SCALES:			1,534.00	
FENCETRAK INC				
050625	BULK WATER REFUND	05/06/25	57.08	31-5400-2175
Total FENCETRAK INC:			57.08	
FERGUSON ENTERPRISES				
1604554	CHAINSAW	05/02/25	3,295.25	32-5502-3210
Total FERGUSON ENTERPRISES:			3,295.25	
FIRE SUPPRESSION AUTHORITY				
2025-3	FUNDING ALLOCATION AGREEMENT	03/10/25	27,326.59	10-5111-8744
2025-4	FUNDING ALLOCATION AGREEMENT	04/14/25	197,481.41	10-5111-8744
2025-5	FUNDING ALLOCATION AGREEMENT	05/12/25	293,466.75	10-5111-8744
Total FIRE SUPPRESSION AUTHORITY:			518,274.75	
FLOYD'S TRUCK CENTER WY				
X302077645:01	SPRING PACK	05/15/25	1,164.79	33-5600-3210
X302077713:01	HOOD STRAP	05/14/25	45.68	10-5305-3210
X302077790:01	DEF HEATER	05/16/25	1,357.99	10-5305-3210
X302077790:01	SENSOR	05/16/25	711.21	10-5305-3210
X302077791:01	SENSOR	05/16/25	635.64	34-5340-3210
X302077900:01	SENSOR	05/22/25	711.21	10-5305-3210
X302077900:01	CORE	05/22/25	318.75	10-5305-3210
X302077900:01	CREDIT-CORE	05/22/25	318.75-	10-5305-3210
Total FLOYD'S TRUCK CENTER WY:			4,626.52	
FORSGREN ASSOCIATES INC				
2503125	WATER CONSULTANT SERVICES	03/25/25	1,175.00	31-5856-2158
Total FORSGREN ASSOCIATES INC:			1,175.00	
FREEDOM MAILING SERVICE				
50390	UTILITY BILLING MAILING SERVICE	05/05/25	611.40	31-5400-2158
50390	UTILITY BILLING MAILING SERVICE	05/05/25	394.86	32-5500-2158
50390	UTILITY BILLING MAILING SERVICE	05/05/25	267.49	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,273.75	
FRONTIER PRECISION INC				
INV325976	LINE LOCATOR	05/19/25	3,988.50	31-5402-6547
INV325976	LINE LOCATOR	05/19/25	3,988.50	32-5502-6547

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total FRONTIER PRECISION INC:			7,977.00	
GATHERING INC				
17	FUNDING ALLOCATION AGREEMENT	05/30/25	1,368.85	10-5110-8730
Total GATHERING INC:			1,368.85	
GLOBAL PROPANE				
U1237817	PROPANE GAS	05/23/25	1,173.01	10-5202-3210
U1237817	FUEL SURCHARGE	05/23/25	6.99	10-5202-3210
U1237817	HHC	05/23/25	9.99	10-5202-3210
Total GLOBAL PROPANE:			1,189.99	
GRANITE PEAK PUMP SERVICE INC				
25058	PUMP	05/02/25	22,767.26	47-5470-6547
25058	MOTOR	05/02/25	6,152.37	47-5470-6547
25058	SHIPPING	05/02/25	3,500.00	47-5470-6547
Total GRANITE PEAK PUMP SERVICE INC:			32,419.63	
GRANITE TELECOMMUNICATIONS				
696022694	TELEPHONE SERVICES	05/01/25	182.75	10-5100-2134
696022694	TELEPHONE SERVICES	05/01/25	89.09	10-5301-2134
696022694	TELEPHONE SERVICES	05/01/25	185.53	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			457.37	
H SPEAR WELDING AND FABRICATION				
1798	LABOR-SETUP/TEARDOWN PREPARE TRAILER	05/15/25	680.00	34-5340-2155
1798	LABOR-FABRICATE & WELD PLATES	05/15/25	1,530.00	34-5340-2155
1798	MATERIAL	05/15/25	88.65	34-5340-2155
Total H SPEAR WELDING AND FABRICATION:			2,298.65	
HACH COMPANY				
14494080	FILLING SOLUTION	05/12/25	65.25	31-5401-3210
14494080	ZOBELLS ORP SOLUTION	05/12/25	177.78	31-5401-3210
14494080	SHIPPING	05/12/25	15.05	31-5401-3210
Total HACH COMPANY:			258.08	
HALE, BARRY				
043025	TREE TRIM REIMBURSEMENT	04/30/25	975.00	10-5304-2158
Total HALE, BARRY:			975.00	
HANSEN APPRAISALS				
26968MH	APPRAISAL-WALNUT ST	05/28/25	450.00	10-5100-2158
Total HANSEN APPRAISALS:			450.00	
HDR ENGINEERING INC				
1200721563	WATER TREATMENT PLANT STUDY	05/19/25	1,646.25	31-5856-2158
Total HDR ENGINEERING INC:			1,646.25	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
HOMAX OIL SALES INC				
0712257-IN	DIESEL	05/12/25	2,148.95	34-5340-3235
0713076-IN	DIESEL EXHAUST FLUID	05/19/25	357.50	10-5302-3237
0713076-IN	DRUM DEPOSIT	05/19/25	100.00	10-5302-3237
0713076-IN	DRUM CREDIT	05/19/25	100.00-	10-5302-3237
0713249-IN	DIESEL EXHAUST FLUID	05/21/25	929.50	10-5302-3237
0713250-IN	DIESEL EXHAUST FLUID	05/21/25	899.25	10-5302-3237
0713282-IN	CREDIT-DIESEL EXHAUST FLUID	05/21/25	178.75-	10-5302-3237
0713282-IN	DRUM CREDIT	05/21/25	50.00-	10-5302-3237
0713899-IN	DIESEL	05/29/25	2,084.95	34-5340-3235
CL33600	FUEL	04/30/25	109.06	10-5100-3235
CL33600	FUEL	04/30/25	107.35	10-5106-3235
CL33600	FUEL	04/30/25	90.98	10-5201-3235
CL33600	FUEL	04/30/25	2,547.85	10-5202-3235
CL33600	FUEL	04/30/25	171.58	10-5302-3235
CL33600	FUEL	04/30/25	534.36	10-5304-3235
CL33600	FUEL	04/30/25	1,533.83	10-5305-3235
CL33600	FUEL	04/30/25	238.31	10-5306-3235
CL33600	FUEL	04/30/25	140.92	31-5401-3235
CL33600	FUEL	04/30/25	713.94	31-5402-3235
CL33600	FUEL	04/30/25	102.96	31-5403-3235
CL33600	FUEL	04/30/25	140.90	32-5501-3235
CL33600	FUEL	04/30/25	713.90	32-5502-3235
CL33600	FUEL	04/30/25	2,107.53	33-5600-3235
CL33600	FUEL	04/30/25	321.61	34-5340-3235
CL33600	FUEL	04/30/25	187.84	10-5301-3235
Total HOMAX OIL SALES INC:			15,954.32	
ICMA				
052625	POSITION VACANY POSTING	05/26/25	225.00	10-5100-2115
Total ICMA:			225.00	
IGO OIL FIELD SERVICE INC				
050625	BULK WATER REFUND	05/06/25	551.38	31-5400-2175
Total IGO OIL FIELD SERVICE INC:			551.38	
INLAND TRUCK PARTS CO				
IN-1804094	CLUTCH KIT	05/09/25	810.84	34-5340-3210
IN-1804094	CORE CHARGE	05/09/25	40.00	34-5340-3210
IN-1804094	WHEEL KIT	05/09/25	4,636.05	34-5340-3210
IN-1804094	FREIGHT	05/09/25	395.36	34-5340-3210
Total INLAND TRUCK PARTS CO:			5,882.25	
JERRYS WELDING SERVICE				
33433	SQUARE	05/15/25	59.44	34-5340-3210
33433	SQUARE TUBE	05/15/25	260.47	34-5340-3210
33433	STRIP	05/15/25	16.24	34-5340-3210
33433	STRIP	05/15/25	24.40	34-5340-3210
33433	CUTTING	05/15/25	15.00	34-5340-3210
Total JERRYS WELDING SERVICE:			375.55	
JG SPECIALTY SERVICES & WELDING LLC				
050625	BULK WATER REFUND	05/06/25	351.10	31-5400-2175

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total JG SPECIALTY SERVICES & WELDING LLC:			351.10	
JKC ENGINEERING				
24-07-02	ENGINEERING-COMMUNITY CENTER	05/06/25	2,567.50	57-5571-2153
Total JKC ENGINEERING:			2,567.50	
JTL GROUP/DBA KNIFE RIVER, INC				
356557	ASPHALT	05/13/25	712.80	10-5305-2155
357101	ASPHALT	05/21/25	594.00	10-5305-2155
357230	ASPHALT	05/22/25	728.10	10-5305-2155
357637	ASPHALT	05/29/25	756.00	10-5305-2155
Total JTL GROUP/DBA KNIFE RIVER, INC:			2,790.90	
JUDD CONSTRUCTION LLC				
2023059	CONCRETE REPAIR	05/14/25	12,600.00	65-5650-6544
Total JUDD CONSTRUCTION LLC:			12,600.00	
LARAMIE PEAK HUMANE SOCIETY				
053025	RESTITUTION PAYMENT	05/30/25	20.00	10-20000206
2025.08 APR	FUNDING ALLOCATION AGREEMENT	05/06/25	8,333.33	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			8,353.33	
LARAMIE RANGE WATER TREATMENT & PLUMBING				
LW622508	WATER	03/03/25	8.00	34-5340-3210
LW622508	DELIVERY	03/03/25	3.00	34-5340-3210
LW712520	WATER	03/17/25	8.00	34-5340-3210
LW712520	DELIVERY	03/17/25	3.00	34-5340-3210
LW902508	WATER	03/31/25	16.00	34-5340-3210
LW902508	DELIVERY	03/31/25	3.00	34-5340-3210
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			41.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100126932-APR	ACCURINT INFORMATION SERVICES	04/30/25	112.55	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			112.55	
LITHIA OF CASPER LLC				
341514	A/C LINE	05/21/25	152.00	10-5305-3210
341843	RETURN LINE	05/27/25	68.95	10-5305-3210
Total LITHIA OF CASPER LLC:			220.95	
LOCAL GOVT LIABILLITY POOL				
16031	LIABILITY INSURANCE	05/20/25	49,789.00	10-5100-2157
Total LOCAL GOVT LIABILLITY POOL:			49,789.00	
LOENBRO				
415084-33	HEAD UNIT WIRING	04/08/25	1,347.01	32-5501-6544
Total LOENBRO:			1,347.01	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
MCCULLOUGH, HEIDI				
051925	MILEAGE REIMBURSEMENT-WYOPASS CONFERENCE	05/19/25	237.30	10-5106-2123
	Total MCCULLOUGH, HEIDI:		237.30	
MIDLAND IMPLEMENT CO				
291304001	TIRES	05/20/25	83.98	10-5304-3210
291304001	SHIPPING	05/20/25	23.90	10-5304-3210
	Total MIDLAND IMPLEMENT CO:		107.88	
NON TYPICAL SERVICES & LOGISTICS LLC				
050625	BULK WATER REFUND	05/06/25	64.76	31-5400-2175
	Total NON TYPICAL SERVICES & LOGISTICS LLC:		64.76	
NORCO INC				
43504133	KLEENEX	05/02/25	182.00	10-5304-3210
43504133	LENS CLEANING TOWELETTES	05/02/25	14.94	10-5304-3210
43504133	URINAL SCREEN	05/02/25	27.42	10-5304-3210
43504133	BOWL CLEANER	05/02/25	99.13	10-5304-3210
43504133	HAND SOAP	05/02/25	69.17	10-5304-3210
43504133	GLOVES	05/02/25	82.02	10-5304-3210
43504133	DELIVERY	05/02/25	19.50	10-5304-3210
43659677	PAPER TOWELS	05/23/25	51.43	10-5301-3210
43659677	ROLLED TOWELS	05/23/25	77.80	10-5100-3210
43659677	KLEENEX	05/23/25	60.57	10-5301-3210
43659677	TRASH BAGS	05/23/25	37.00	10-5100-3210
43659677	DELIVERY	05/23/25	19.50	10-5100-3210
	Total NORCO INC:		740.48	
NORMONT EQUIPMENT COMPANY				
33866	THERMOSTAT ASSEMBLY	05/27/25	887.00	10-5305-3210
33866	FREIGHT	05/27/25	18.79	10-5305-3210
	Total NORMONT EQUIPMENT COMPANY:		905.79	
NV5 INC				
444628	COMMUNITY FACILITY	04/29/25	10,099.00	57-5571-2153
	Total NV5 INC:		10,099.00	
OIL PATCH GROUP				
050625	BULK WATER REFUND	05/06/25	2,850.24	31-5400-2175
	Total OIL PATCH GROUP:		2,850.24	
ONE CALL OF WYOMING				
74236	UTILITY LOCATES	02/07/25	95.45	31-5402-2120
74236	UTILITY LOCATES	02/07/25	95.45	32-5502-2120
74237	MEMBERSHIP	02/07/25	25.00	10-5304-2120
74237	UTILITY LOCATES	02/07/25	1.05	10-5304-2120
75343	UTILITY LOCATES	05/05/25	257.25	31-5402-2120
75343	UTILITY LOCATES	05/05/25	257.25	32-5502-2120
75344	UTILITY LOCATES	05/05/25	14.70	10-5304-2120

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ONE CALL OF WYOMING:			746.15	
O'REILLY AUTOMOTIVE INC				
319618	GLOVES	04/30/25	54.52	10-5302-3210
319742	SHOCKS	05/01/25	132.82	10-5301-3210
319751	COOLANT	05/01/25	12.99	10-5305-3210
321662	FUSE	05/13/25	59.26	10-5202-3210
321777	SCRAPER BLADES	05/14/25	9.49	10-5302-3210
321778	SCRAPER	05/14/25	7.64	10-5302-3210
323773	SOLENOID	05/27/25	21.97	32-5501-3210
Total O'REILLY AUTOMOTIVE INC:			298.69	
PARTSONE LLC				
55303	SOLVENT TANK MAT	05/01/25	44.98	10-5302-3210
55585	DRIVE BELT	05/06/25	81.53	34-5340-3210
55585	DRIVE BELT	05/06/25	48.98	34-5340-3210
55703	BELT	05/07/25	18.93	34-5340-3210
55703	SEAL	05/07/25	14.63	34-5340-3210
55784	BATTERY CLEANER	05/08/25	13.98	10-5302-3210
55973	HYDRAULIC FILTER	05/12/25	30.17	10-5302-3210
56217	OIL PUMP	05/15/25	175.00	10-5302-3210
56342	LIGHT BULBS	05/16/25	22.00	10-5302-3210
56812	RETURN-BELTS	05/23/25	104.16-	34-5340-3210
56812	RETURN-BELTS	05/23/25	81.53-	34-5340-3210
57040	TIRE MACHINE ARM	05/29/25	51.99	10-5302-3210
57135	MOTOR OIL	05/30/25	77.97	10-5302-3237
Total PARTSONE LLC:			394.47	
PEASLEY & ARMSTRONG LLP				
1836	LEGAL SERVICES	05/13/25	4,049.45	10-5100-2151
1836	LEGAL SERVICES	05/13/25	1,450.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			5,499.45	
POLLARDWATER - DBA FEI				
WP069191	GAUGE	04/25/25	246.00	31-5402-3210
Total POLLARDWATER - DBA FEI:			246.00	
POWDER RIVER CONSTRUCTION INC				
24-049-3	POOL RENOVATION	05/29/25	364,928.07	55-5550-6544
24-049-3	RETAINAGE-POOL RENOVATION	05/29/25	18,246.40-	55-20000210
Total POWDER RIVER CONSTRUCTION INC:			346,681.67	
POWER HOUSE				
232890	PIN	03/17/25	12.31	10-5306-3210
232890	PIN LOCK	03/17/25	2.51	10-5306-3210
232890	RELEASE PIN	03/17/25	12.15	10-5306-3210
232890	ROLL PIN	03/17/25	2.63	10-5306-3210
232890	WASHER	03/17/25	2.83	10-5306-3210
232890	COMPRESSION SPRING	03/17/25	8.55	10-5306-3210
232890	FREIGHT	03/17/25	13.89	10-5306-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total POWER HOUSE:			54.87	
PRAIRIE PRODUCTIONS				
19	DUMPSTER REPAIR	05/12/25	7,000.00	33-5600-3210
20	DUMPSTER REPAIR	05/12/25	350.00	33-5600-3210
Total PRAIRIE PRODUCTIONS:			7,350.00	
PTOLEMY GROUP INC				
11513	OFFICE 365	05/01/25	1,857.00	10-5103-2158
Total PTOLEMY GROUP INC:			1,857.00	
PURVIS INDUSTRIES LLC				
31938795	FREIGHT	12/10/24	73.00	34-5340-3210
Total PURVIS INDUSTRIES LLC:			73.00	
QUILL CORPORATION				
44027277	CASH DRAWER	05/07/25	147.78	10-5100-3201
Total QUILL CORPORATION:			147.78	
R & R SERVICES				
050625	BULK WATER REFUND	05/06/25	398.01	31-5400-2175
Total R & R SERVICES:			398.01	
RADDCO LLC				
106345	COOLANT ADDITIVE	05/01/25	31.98	34-5340-3210
106348	SWAY BAR BUSHING	05/01/25	19.41	10-5301-3210
106348	SWAY BAR LINK KIT	05/01/25	106.30	10-5301-3210
106355	MIRROR	05/01/25	15.59	10-5304-3210
106370	FUEL VALVE	05/01/25	6.52	10-5305-3210
106372	HOSE CLAMPS	05/01/25	20.20	10-5302-3210
106431-1	BELTS	05/02/25	22.86	10-5305-3210
106437	FUEL LINE HOSE	05/02/25	34.50	10-5302-3210
106437	FUEL HOSE	05/02/25	34.50	10-5302-3210
106507	GOVERNOR	05/02/25	27.41	31-5402-3210
106508	COUPLING	05/02/25	12.70	31-5402-3210
106643	BELTS	05/06/25	68.58	10-5305-3210
106660	PERMIT HOLDER	05/06/25	9.05	34-5340-3210
106681	RETURN-BELTS	05/06/25	91.44-	10-5305-3210
106701	BELTS	05/06/25	91.44	32-5501-3210
106726	BELTS	05/07/25	11.61	10-5305-3210
106915	V-BELT	05/09/25	7.02	34-5340-3210
107073	FITTING	05/12/25	3.50	31-5402-3210
107073	FITTING	05/12/25	14.00	31-5402-3210
107073	FITTING	05/12/25	7.00	31-5402-3210
107081	RELAY	05/12/25	12.20	10-5202-3210
107081	RELAY SOCKET	05/12/25	11.00	10-5202-3210
107139	FREON	05/13/25	21.14	34-5340-3210
107149	AIR FILTER	05/13/25	34.26	10-5302-3210
107224	FUEL	05/14/25	7.24	10-5302-3210
107249	RAGS	05/14/25	40.00	10-5306-3210
107403	BATTERY	05/16/25	112.55	10-5305-3210
108066	JB WELD	05/27/25	23.39	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
108068	JB WELD	05/27/25	9.54	10-5302-3210
	Total RADDCO LLC:		724.05	
RAMSHORN CONSTRUCTION INC				
23-001-1	CITY HALL SITE IMPROVEMENTS	04/23/25	158,924.90	57-5570-6544
23-001-1	RETAINAGE-CITY HALL SITE IMPROVEMENTS	04/23/25	7,946.25-	57-20000210
23-001-2	CITY HALL SITE IMPROVEMENTS	05/23/25	70,675.00	57-5570-6544
23-001-2	RETAINAGE-CITY HALL SITE IMPROVEMENTS	05/23/25	3,533.75-	57-20000210
24-018-2	N 2ND STREET IMPROVEMENT PROJECT	05/23/25	62,086.10	56-5560-6544
24-018-2	RETAINAGE-N 2ND STREET IMPROVEMENT PROJECT	05/23/25	3,104.31-	56-20000210
24-018-2	N 2ND STREET IMPROVEMENT PROJECT	05/23/25	27,248.90	31-5840-6544
24-018-2	RETAINAGE-N 2ND STREET IMPROVEMENT PROJECT	05/23/25	1,362.44-	31-20000210
	Total RAMSHORN CONSTRUCTION INC:		302,988.15	
RECREONICS INC				
20302781-001	AQUA-DUEL COMBO	04/28/25	7,170.00	10-5307-3220
20302781-001	ANCHOR BUNGEES & SCHACKLES	04/28/25	238.00	10-5307-3220
20302781-001	POOL BOOM	04/28/25	623.00	10-5307-3220
20302781-001	ACCESSORY KIT	04/28/25	652.00	10-5307-3220
20302781-001	SHIPPING	04/28/25	650.00	10-5307-3220
20338998-001	SWIM STATIONS	04/28/25	8,347.92	10-5307-3220
	Total RECREONICS INC:		17,680.92	
REIMAN CORPORATION				
050625	BULK WATER REFUND	05/06/25	226.30	31-5400-2175
	Total REIMAN CORPORATION:		226.30	
ROCKY MOUNTAIN POWER				
050925	ELECTRICITY SERVICES	05/09/25	8,033.91	10-5100-2131
050925	ELECTRICITY SERVICES	05/09/25	161.84	10-5201-2131
050925	ELECTRICITY SERVICES	05/09/25	386.62	10-5301-2131
050925	ELECTRICITY SERVICES	05/09/25	1,917.85	10-5304-2131
050925	ELECTRICITY SERVICES	05/09/25	313.38	10-5306-2131
050925	ELECTRICITY SERVICES	05/09/25	195.13	10-5307-2131
050925	ELECTRICITY SERVICES	05/09/25	1,729.31	31-5401-2131
050925	ELECTRICITY SERVICES	05/09/25	1,143.96	31-5402-2131
050925	ELECTRICITY SERVICES	05/09/25	7,386.59	32-5501-2131
050925	ELECTRICITY SERVICES	05/09/25	898.17	32-5502-2131
050925	ELECTRICITY SERVICES	05/09/25	907.25	34-5340-2131
051525	ELECTRICITY SERVICES	05/15/25	285.69	10-5301-2131
	Total ROCKY MOUNTAIN POWER:		23,359.70	
RONS SUPPLY LLC				
336710	PROPANE	05/22/25	29.99	10-5305-3210
	Total RONS SUPPLY LLC:		29.99	
SAFEWAY STORES				
722120	TEA	05/06/25	7.58	10-5301-3230
	Total SAFEWAY STORES:		7.58	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
SAGE TRUCK DRIVING SCHOOL				
677099	CDL TRAINING	03/18/25	4,120.00	34-5340-3210
	Total SAGE TRUCK DRIVING SCHOOL:		4,120.00	
SALT LAKE WHOLESALE SPORTS				
104325	AMMUNITION	04/29/25	1,124.50	10-5202-3210
104325	AMMUNITION	04/29/25	1,900.80	10-5202-3210
104325	AMMUNITION	04/29/25	848.40	10-5202-3210
104325	SHIPPING	04/29/25	120.00	10-5202-3210
	Total SALT LAKE WHOLESALE SPORTS:		3,993.70	
SITE INDUSTRIES LLC				
INV23745	CEMETERY MANAGEMENT SYSTEM	09/11/24	14,865.00	65-5650-6544
	Total SITE INDUSTRIES LLC:		14,865.00	
THE BODY SHOP LLC				
051425	FITNESS BENEFIT-MEMBERSHIP FEES	05/14/25	10.00	10-5100-1032
	Total THE BODY SHOP LLC:		10.00	
TOP OFFICE PRODUCTS				
201699-1	COPIER MAINTENANCE AGREEMENT	03/24/25	6.47	10-5106-2156
201699-1	COPIER MAINTENANCE AGREEMENT	03/24/25	67.73	10-5106-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	11.60	10-5301-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	34.65	10-5301-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	4.53	10-5106-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	21.45	10-5106-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	30.00	10-5100-2156
202513	COPIER MAINTENANCE AGREEMENT	04/28/25	150.83	10-5100-2156
	Total TOP OFFICE PRODUCTS:		327.26	
TREX HYDRO				
050625	BULK WATER REFUND	05/06/25	34.42	31-5400-2175
	Total TREX HYDRO:		34.42	
TRIPLE N LLC				
050625	BULK WATER REFUND	05/06/25	399.25	31-5400-2175
	Total TRIPLE N LLC:		399.25	
TSCHIDA, SHAWN				
052125	TREE REMOVAL REIMBURSEMENT	05/21/25	500.00	10-5304-2158
	Total TSCHIDA, SHAWN:		500.00	
TURF MASTER SOD FARM				
61358	SOD PALLET	05/19/25	207.50	10-5306-3210
	Total TURF MASTER SOD FARM:		207.50	
TWIN PEAKS PUMP & SUPPLY INC				
153935	GLOVES	05/13/25	152.76	32-5502-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total TWIN PEAKS PUMP & SUPPLY INC:			152.76	
TYLER PLUMBING				
101879	PLUMBING-BRINE SYSTEM	05/28/25	49,351.70	47-5470-6547
Total TYLER PLUMBING:			49,351.70	
UNITED STATES POSTAL SERVICE				
052825	POSTAGE	05/28/25	500.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			500.00	
US POST OFFICE				
052125	POST OFFICE BOX RENT	05/21/25	604.00	10-5100-2101
Total US POST OFFICE:			604.00	
USA BLUEBOOK				
INV00692233	PELICAN CASE	04/24/25	247.95	34-5340-3220
INV00692233	RUBBER BOOT	04/24/25	68.00	34-5340-3220
INV00692233	REGULATOR	04/24/25	125.95	34-5340-3220
INV00692233	CALIBRATION GAS	04/24/25	215.95	34-5340-3220
INV00692233	FREIGHT	04/24/25	71.73	34-5340-3220
INV00692568	BW GAS ALERT MAX	04/25/25	1,177.95	34-5340-3220
INV00694215	MICROCLIP	04/28/25	922.00	31-5401-3220
INV00694230	INTELLIDOX ENABLER KIT	04/28/25	172.50	31-5401-3220
INV00694230	CALIBRATION GAS	04/28/25	107.97	31-5401-3220
INV00694230	DEMAND FLOW REGULATOR	04/28/25	139.47	31-5401-3220
INV00694230	SHIPPING	04/28/25	33.47	31-5401-3220
INV00694230	INTELLIDOX ENABLER KIT	04/28/25	172.50	32-5501-3220
INV00694230	CALIBRATION GAS	04/28/25	107.98	32-5501-3220
INV00694230	DEMAND FLOW REGULATOR	04/28/25	139.48	32-5501-3220
INV00694230	SHIPPING	04/28/25	33.47	32-5501-3220
INV00694230	MICROCLIP	04/28/25	922.00	32-5501-3220
INV00710134	INTELLIDOX	05/14/25	1,501.50	31-5401-3220
INV00710134	INTELLIDOX	05/14/25	1,501.50	32-5501-3220
Total USA BLUEBOOK:			7,661.37	
VAN DIEST SUPPLY COMPANY				
215142	BIOMIST	04/30/25	5,434.00	10-5304-3210
215142	LARVACIDE	04/30/25	2,581.25	10-5304-3210
215142	BRIQUETTES	04/30/25	694.00	10-5304-3210
Total VAN DIEST SUPPLY COMPANY:			8,709.25	
VERIZON WIRELESS				
050925	CELLULAR SERVICE	05/09/25	16.80	31-5402-2134
050925	CELLULAR SERVICE	05/09/25	33.58	32-5502-2134
050925	CELLULAR SERVICE	05/09/25	56.69	10-5102-2134
050925	CELLULAR SERVICE	05/09/25	16.80	31-5401-2134
051225	CELLULAR SERVICE	05/12/25	16.80	31-5402-2134
051225	CELLULAR SERVICE	05/12/25	56.69	10-5102-2134
051225	CELLULAR SERVICE	05/12/25	16.80	31-5401-2134
051225	CELLULAR SERVICE	05/12/25	33.58	32-5502-2134
053025	CELLULAR SERVICE	05/30/25	100.02	10-5106-2134
053025	CELLULAR SERVICE	05/30/25	40.01	10-5201-2134

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
053025	CELLULAR SERVICE	05/30/25	1,611.38	10-5202-2134
	Total VERIZON WIRELESS:		1,999.15	
VISA-CONVERSE COUNTY BANK				
007257	MEAL	04/07/25	32.18	10-5102-2123
013344-1	CREDIT DIFFERENCE	04/13/25	.02-	10-5100-2123
014546	MEAL-WYGEO CONFERENCE	05/14/25	35.27	10-5106-2123
014998	FUEL-WYGEO CONFERENCE	05/14/25	44.04	10-5106-2123
015184	MEAL-WYGEO CONFERENCE	05/15/25	43.87	10-5106-2123
015627	MEAL	04/15/25	29.93	10-5102-2123
019278	MEAL-BUDGET WORKSHOP	05/19/25	169.79	10-5101-2123
019278	MEAL TIP-BUDGET WORKSHOP	05/19/25	45.28	10-5101-2123
022094	MEAL	05/22/25	57.81	10-5102-2123
0486	PRE-EMPLOYMENT POLYGRAPH DEPOSIT	05/01/25	250.00	10-5201-2158
0486	PRE-EMPLOYMENT POLYGRAPH EXAM	05/01/25	250.00	10-5201-2158
113-1298116	PORTABLE SSD	05/22/25	340.50	10-5202-3210
113-1298116	PORTABLE SSD	05/22/25	298.00	10-5202-3210
113-1503201	POLICE BADGE HOLDERS	05/20/25	64.80	10-5202-3210
113-3910173	CANNED SARDINES-CSO SUPPLIES	05/08/25	13.68	10-5202-3210
113-3910173	CAT FOOD-CSO SUPPLIES	05/08/25	29.48	10-5202-3210
113-3910173	NETTED CATCH POLE-CSO SUPPLIES	05/08/25	99.00	10-5202-3210
14001323	BUSINESS CARDS	05/07/25	35.72	10-5106-3210
14512632	MINI BLINDS	05/14/25	275.98	10-5100-3210
14512632	PLEATED SHADES	05/14/25	171.42	10-5102-3210
14512632	PLEATED SHADES	05/14/25	155.12	10-5102-3210
14512632	PLEATED SHADES	05/14/25	123.56	10-5102-3210
14512632	COUPON	05/14/25	181.53-	10-5102-3210
19436	ROPE LEASHES-CSO SUPPLIES	05/08/25	52.50	10-5202-3210
19436	SHIPPING	05/08/25	17.35	10-5202-3210
19560	FRUIT TRAY-BUDGET WORKSHOP	05/19/25	17.99	10-5101-2123
19560	BANANAS-BUDGET WORKSHOP	05/19/25	3.77	10-5101-2123
2025-210019498	GOVERNMENT SOCIAL MEDIA VIRTUAL CONFERENCE	05/09/25	714.00	41-5410-2158
202687397	CDL SKILLS TESTING	05/28/25	87.50	34-5340-3210
3237561441	LODGING-WYO OUTDOOR SUMMIT	05/02/25	179.67	10-5304-2123
34506	MEAL-DOUGLAS BLUEPRINT/ONE DOUGLAS	05/08/25	1,201.75	41-5410-2158
442017-1	CREDIT DIFFERENCE	04/10/25	8.33-	10-5202-3210
62964517	LODGING-WYOPASS CONFERENCE	05/08/25	129.00	10-5106-2123
67468493	LODGING-WYOPASS CONFERENCE	05/09/25	129.00	10-5106-2123
679983	MEMBERSHIP-ICMA	05/15/25	921.00	10-5102-2120
8080	MEMBERSHIP DUES-WASCOP	05/08/25	250.00	10-5202-2120
8671	MEAL-WYOPASS CONFERENCE	05/08/25	47.80	10-5106-2123
900029912	ARC GIS ONLINE CREATOR USER TYPE	05/29/25	700.00	10-5106-2158
94726806-1	LODGING DIFFERENCE	04/15/25	.68	10-5202-2123
970177-1	MEAL	04/06/25	11.19	10-5305-2122
PC1LPSOU-0001	GROUP OF BOOTHS	05/21/25	200.00	93-5930-2158
PK6MMQ	TRAVEL-NASRO CONFERENCE	05/30/25	353.77	10-5202-2123
R72453435	AD-POSITION VACANCY	05/26/25	299.00	10-5100-2115
	Total VISA-CONVERSE COUNTY BANK:		7,691.52	
WASHINGTON, ANDRE				
051625	CONCRETE REPAIR	05/16/25	2,250.00	56-5560-2158
052825	CONCRETE REPAIR	05/28/25	4,150.00	56-5560-2158
052825-1	CONCRETE REPAIR	05/28/25	4,950.00	56-5560-2158
	Total WASHINGTON, ANDRE:		11,350.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
WAYNE COLEMAN CONSTRUCTION				
22-066-5	CLEARFIELD BOOSTER STATION PROJECT	05/23/25	155,231.89	31-5840-6544
22-066-5	RETAINAGE-CLEARFIELD BOOSTER STATION PROJECT	05/23/25	7,761.59-	31-20000210
Total WAYNE COLEMAN CONSTRUCTION:			147,470.30	
WHITE, CONNIE				
050525	TREE TRIM REIMBURSEMENT	05/05/25	550.00	10-5304-2158
Total WHITE, CONNIE:			550.00	
WILDWOOD TREE SERVICE LLC				
051425	TREE REMOVAL	05/14/25	2,700.00	10-5305-2158
Total WILDWOOD TREE SERVICE LLC:			2,700.00	
WW GRAINGER				
9486734826	PAPER TOWEL DISPENSER	04/25/25	72.81	32-5502-3210
9486734826	PAPER TOWELS	04/25/25	123.31	32-5502-3210
9488639494	ASPHALT LUTE MAGNESIUM	04/29/25	283.36	10-5305-3210
9488639494	GLOVES	04/29/25	12.00	10-5305-3210
9488639494	COVERALLS	04/29/25	100.00	10-5305-3210
9488639494	PUSH BROOM	04/29/25	149.57	10-5305-3210
9488639494	GLOVES	04/29/25	18.00	10-5305-3210
9488639494	GLOVES	04/29/25	24.00	10-5305-3210
9488639494	SPRAYER	04/29/25	177.60	10-5305-3210
9488639494	COVERALLS	04/29/25	212.40	10-5305-3210
9488639494	COVERALLS	04/29/25	100.00	10-5305-3210
9488639494	FIRST AID KIT	04/29/25	511.12	10-5305-3210
9488639494	BULL FLOAT KIT	04/29/25	470.03	10-5305-3210
9488639494	HAND EDGER	04/29/25	15.88	10-5305-3210
9488639494	CONCRETE PLACER	04/29/25	80.30	10-5305-3210
9488639494	CONCRETE GROOVER	04/29/25	18.89	10-5305-3210
9488639494	GLOVES	04/29/25	12.00	10-5305-3210
9488639494	COVERALLS	04/29/25	200.00	10-5305-3210
9488639494	SHIPPING	04/29/25	30.00	10-5305-3210
9490504835	HAND FLOAT	04/30/25	57.74	10-5305-3220
9502309579	SILICONE	05/09/25	327.40	57-5570-6544
9509233251	PUMP	05/16/25	3,086.30	31-5402-3210
9509233251	SHIPPING	05/16/25	30.00	31-5402-3210
Total WW GRAINGER:			6,112.71	
WY CHILD & FAMILY DEV INC				
052025-MAY	FUNDING ALLOCATION AGREEMENT	05/31/25	416.68	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			416.68	
WY DEPT OF TRANSPORTATION				
152873	LOCAL SHARE OF PARTICIPATING EXPENDITURES	05/02/25	1,403.93	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			1,403.93	
WY MACHINERY COMPANY				
PO8514564	HYDRAULIC HOSE ASSEMBLY	05/02/25	99.31	34-5340-3210
PO8514564	SHIPPING	05/02/25	1.99	34-5340-3210
PO8539587	CAB RADIO	05/23/25	175.10	34-5340-3210
PO8539587	RELAY	05/23/25	98.64	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
PO8539587	SHIPPING	05/23/25	5.47	34-5340-3210
WO8520165	LOADER REPAIR-TRAVEL	05/07/25	25.50	34-5340-2155
WO8520165	LOADER REPAIR-TROUBLESHOOT	05/07/25	208.75	34-5340-2155
Total WY MACHINERY COMPANY:			614.76	
WY PEACE OFFICERS ASSOCIATION				
053025	MEMBERSHIP DUES	05/30/25	210.00	10-5202-2120
Total WY PEACE OFFICERS ASSOCIATION:			210.00	
WY SUPREME COURT				
052925	AUTOMATION FEE	05/29/25	540.00	10-20000208
052925	AUTOMATION FEE	05/29/25	170.00	10-20000208
Total WY SUPREME COURT:			710.00	
YOUTH DEVELOPMENT SERVICES				
052025-MAY	FUNDING ALLOCATION AGREEMENT	05/20/25	1,666.66	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.66	
Grand Totals:			2,227,620.61	

Approved By ______________________________

City Manager

Date ______________________________

Agenda Item Report
City Council – June 9, 2025

Item
Ordinance No. 1057: An Ordinance Amending Chapter 6.080.160 Pertaining to Dog or Other Animal Bite Examination, Third Reading

Responsible Staff Contact
Todd Byerly

Recommendation
Approve change to 6.08.160 Dog or other animal bite examination.

Executive Summary
Wyoming Statute 11-31-301(e) (Public Nuisance; notice; penalties; rules and regulations; animal control districts and officers, defines a quarantine period of at least ten (10) days for an animal attacking any person. Douglas Municipal Ordinance 6.08.160 currently defines the quarantine period of fourteen (14). The recommended change from fourteen (14) to ten (10) days brings the ordinance in-line with the Wyoming Statute.

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 1057 on second reading.

Attachments
1. Ordinance 1057
2. Ordinance 1057-Municode

STATE OF WYOMING | CITY OF DOUGLAS | CONVERSE COUNTY

ORDINANCE NO. 1057~~0~~

AN ORDINANCE AMENDING CHAPTER 6.08.160 PERTAINING TO DOG OR OTHER ANIMAL BITE EXAMINATION

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:

It shall be the duty of the animal control officer, when a complaint or notice is received that a dog or other animal has bitten a person other than on the premises of owner, to take the animal into custody immediately, and at the expense of the owner to confine the animal under observation of a licensed veterinarian for a period of at least ~~fourteen (14)~~ ten (10) days, or for such other period of time that the veterinarian at his or her discretion may designate. If after the examination the animal is found not to have rabies, it may be returned to its owner upon payment by him or her of all fees and charges. If, however, at any time during the examination, the animal was found to have rabies, it shall be destroyed and disposed of with the advice and under the instruction of the veterinarian. If the biting animal is on the property or premises of the owner at the time of the bite, it shall be left to the discretion of the animal control officer as to how the animal is to be held in quarantine. The animal may either be held by a chain or other approved restraining device on the property of the owner for a period of at least ~~fourteen (14)~~ ten (10) days or for an adequate period of time as determined by a licensed veterinarian, or it may be taken to the ~~pound~~ humane society or clinic to be held for ~~a full~~ at least ~~fourteen (14)~~ ten (10) days, or there may be a written report by a veterinarian stating why the animal should not be held in quarantine for at least ~~the full~~ ~~fourteen (14~~) ten (10)days.

PASSED AND APPROVED ON FIRST READING this _______ day of ___________________, 2025.

PASSED AND APPROVED ON SECOND READING this _______ day of ___________________, 2025.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this _______ day of ___________________, 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

STATE OF WYOMING | CITY OF DOUGLAS | CONVERSE COUNTY

ORDINANCE NO. 1057

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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:

It shall be the duty of the animal control officer, when a complaint or notice is received that a dog or other animal has bitten a person other than on the premises of owner, to take the animal into custody immediately, and at the expense of the owner to confine the animal under observation of a licensed veterinarian for a period of at least ten (10) days, or for such other period of time that the veterinarian at his or her discretion may designate. If after the examination the animal is found not to have rabies, it may be returned to its owner upon payment by him or her of all fees and charges. If, however, at any time during the examination, the animal was found to have rabies, it shall be destroyed and disposed of with the advice and under the instruction of the veterinarian. If the biting animal is on the property or premises of the owner at the time of the bite, it shall be left to the discretion of the animal control officer as to how the animal is to be held in quarantine. The animal may either be held by a chain or other approved restraining device on the property of the owner for a period of at least ten (10) days or for an adequate period of time as determined by a licensed veterinarian, or it may be taken to the humane society or clinic to be held for at least ten (10) days, or there may be a written report by a veterinarian stating why the animal should not be held in quarantine for at least ten (10)days.

PASSED AND APPROVED ON FIRST READING this 12th day of May, 2025.

PASSED AND APPROVED ON SECOND READING this 27th day of May, 2025.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 9th day of May, 2025.
/s/Kim Pexton, Mayor **Attest:** Sonya Ortega, City Clerk

Published: June 18, 2025 Douglas Budget

CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE.

Agenda Item Report
City Council – June 9, 2025

Item
Remote Meter Read for Golf Course

Responsible Staff Contact
John Harbarger, Josh Oberlander, John Stearns

Recommendation
Recommend the council move to approve the Golf Course Meter Replacement project, to install a new remote read flow meter.

Executive Summary
This Project would remove a two year old battery-powered flow meter, and replace it with a new line voltage meter with remote read and connection to Douglas' SCADA control network.

Background
When the original flow meter was installed at the golf course two years ago, its purpose was limited: to provide monthly totalized readings to satisfy PRRIP (Platte River Recovery Implementation Program) reporting requirements. To minimize upfront costs, a battery-powered meter was selected under the assumption that it would require only infrequent access for battery replacement and manual reading.

However, operational needs and regulatory obligations have evolved. More frequent and reliable meter readings are now necessary—requiring not only consistent access but also creating both a significant time burden on staff and a serious safety concern. The meter is located in a remote area and installed in a confined space, conditions that now demand a solution that prioritizes both safety and efficiency.

On April 21, 2025, the Douglas Community Club was granted Order No. 25-53 under West Side Ditch Permit No. 16986.0D by the State Engineer's Office. This permit allows diversion of up to 60,000,000 gallons annually (184.13 acre-feet), split evenly between two water years, with a maximum rate of 570 gallons per minute or 820,800 gallons per day.

This temporary water agreement is especially beneficial in helping the City of Douglas manage and offset its exceedance of the 207 acre-feet permitted for the non-irrigation season (October through April). Given that the golf course represents one of the City's largest consumptive users for irrigation, accurate, real-time monitoring of this water use is imperative—not only for compliance but also for long-term water management strategy.

To that end, we propose replacing the existing meter with a line-voltage powered flow meter equipped with SCADA (Supervisory Control and Data Acquisition) integration. This upgrade involves several critical components:

- **Installation of Electrical Power Service** to support continuous operation;
- **Replacement of the Battery-Powered Meter** with a permanent, line-voltage meter;
- **Local Display Installation** for on-site real-time flow and total volume data;
- **Two PLCs and Radio Communication Units** to enable secure data transmission;
- **Integration into the City's SCADA System**, ensuring real-time visibility and logging from anywhere, at any time.

The benefits of this investment are substantial:

- **Improved Safety**: Eliminates the need for confined space entry by non-certified or non-city personnel;
- **Operational Efficiency**: Reduces staff time spent manually accessing and recording readings;
- **Data Integrity**: Provides high-resolution, continuous flow data that enhances reporting accuracy and supports long-term water planning;
- **System Integration**: Aligns golf course metering with the rest of the City's water infrastructure for seamless monitoring and control.

With its prioritization of water matters, and as we continue to balance stewardship of our limited water resources with regulatory compliance and efficient operations, the City Council at its 19May Budget Workshop requested that this matter be expedited and placed on this agenda for consideration.

6/5/2025 Update:

Automation & Electronics LLC was contacted for an additional price estimate. They will not be able to be on-site for a walk-through until 6/9 with an estimate to follow after (if still desired). The lead time for the water meter is 8 weeks, and the project is not expected to be substantially complete until the end of September. It is still the staff's recommendation to move forward with the price quote from Loenbro to move this project forward in a timely manner.

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: $60,198.16

Action Requested/Recommended Motion
Approve Agreement with Loenbro for a total of $60,198.16.

Attachments
1. Golf Course Remote Meter Read Bid

ESTIMATE/BID

LOENBRO
LEADING THE CHANGE

120 Meadowlark St.
Glenrock, Wy 82637
307-358-1826
www.HandHElec.com
www.loenbro.com

ESTIMATE/BID #	DATE
Water Meter Power & Comm	5/16/2025

TO	
Customer Name:	City Of Douglas
Contact Person:	John Sterns
Project Name:	Water Meter Power & Comms
Estimate or Bid:	Estimate

DESCRIPTION OF WORK

Provide and install 1-25' treated wood pole with a 100A 120/240V Single phase RMP approved meter socket, fed with 1 1/4" EMT conduit and fittings with #2URD pulled within. Provide and install 100 NEMA 3R 6 space 12 Circuit panel with 1-single pole 20A breaker installed to feed the water meter. Provide up to 130' 1" PVC from service pole panel to comms pole at water meter vault. Provide 2- 12x12 NEMA 4 J-boxes 1-Power and 1-comms. Provide 3-1" Conduits from Comms pole into water vault 2-communication conduits and 1-power conduit. Provide all necessary excavation, backfill and compaction.

Provide and install cables from water meter to remote display on comms pole. Provide and install all necessary PLC, drafting & comms to communicate into the City SCADA system.

Electrical: $17,183.16
SCADA: $43,015.00

This Pricing is a Bugetary estimate

COSTS	QTY	UNIT PRICE	AMOUNT
Labor & Equipment Total			30,660.00
Vendors Total			29,423.16
Subcontractors Total			-
Misc. Total			115.00
			-
			-
			-
			-
Thank you for your business!	**TOTAL ESTIMATE/BID**	**$**	**60,198.16**

__x__ Note: If this is an estimate, the customer will be invoiced for the actual cost of the work whether higher or lower than the estimate.

__x__ Note: All T&M charges shall be based on Loenbro's Terms & Conditions

The content of this document is confidential and is intended solely for the intended recipients. Any use, reproduction or dissemination of this document is strictly prohibited.

Customer Approval Signature ______________________________

To schedule a time for us to complete the work, or if you have any questions, please contact us

WATER: GOLF COURSE ELECTRIC & SCADA

Electrical	$ 17,184
SCADA	$ 43,015
Meter	$ 6,500
Total	$ 66,699

Project Summary:

- New meter will be a line voltage meter. Current meter is a battery powered meter.
- Several pieces will need coordinated to work appropriately
- Cost includes: installing a power service, replacing the meter, installing a local display with flow rate and accumulated flow totals, installing two plc's and radio communication as well as integrating to the SCADA control computer.

Original meter installed to provide monthly totalized readings for PRRIP accounting and acccessed infrequently for battery replacment and readings

Capability of utilizing SCADA system would provide constant readings, remove burdens of failure not known until reading causing lose of flow rates. System would provide better quaility flow data and reduce the risk of having non-city staff enter a confined space. System would improve record management.

CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE

Agenda Item Report
City Council – June 9, 2025

Item
Resolution No. 2025-14: Resolution Pursuant To Wyoming Statute §15-9-106 Finding That Blight Exists Within The City of Douglas And That Rehabilitation, Redevelopment And Conservation Are Necessary

Responsible Staff Contact

Recommendation
Approve Resolution to determine finding of blight in the City

Executive Summary

The City of Douglas is taking a proactive step toward revitalizing and strengthening its urban core by considering a formal finding of blight as defined under W.S. § 15-9-103. This determination is a required first step before urban renewal efforts, including Tax Increment Financing (TIF), may be pursued. The attached Blight Study identifies and documents the conditions that meet the statutory definitions of blight and illustrates the challenges that inhibit safe, functional, and economically productive use of affected areas.

Approval of this resolution provides the legal foundation for the Douglas Urban Renewal Agency (URA) to begin the planning and evaluation of specific projects that align with the City's comprehensive plan and economic goals. This action enables the City and URA to access tools and partnerships to attract private investment, remove barriers to redevelopment, and address public safety and infrastructure concerns that may otherwise persist without intervention.

Background

Urban renewal efforts in Wyoming require a formal determination of blight by the governing body. Under the Wyoming Urban Renewal Code (§ 15-9-106), the City Council must adopt a resolution declaring that conditions of blight exist before any redevelopment planning or implementation may proceed through an Urban Renewal Agency.

To support this process, the City of Douglas partnered with the **Wyoming Department of Environmental Quality (DEQ)** to commission a professional Blight Study. This study was funded in part through DEQ resources and reflects a coordinated state-local commitment to improving environmental, structural, and economic conditions in targeted areas of the city.

The completed study documents a range of challenges consistent with the statutory definition of blight, including:

- Deteriorated or unsafe structures
- Inadequate infrastructure and outdated utility systems

- Conditions that threaten public health or safety

- **Underutilized properties that hinder growth or economic activity**

These findings justify the use of urban renewal tools to address long-standing impediments to safe, productive development. The City Council's resolution does not obligate immediate action but establishes the legal authority for the Douglas Urban Renewal Agency to begin formal planning, community engagement, and project evaluation.

By making this finding, the City positions itself to access redevelopment resources, attract private investment, and support long-term strategic revitalization aligned with the City's comprehensive planning goals.

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. 2025-14 as preseented.

Attachments
1. Resolution 2025-14 Blight & Blight Study & Findings
2. Exhibit A Blight Study & Findings

State of Wyoming | **City of Douglas** | **Converse County**

RESOLUTION NO. 2025-14

RESOLUTION PURSUANT TO WYOMING STATUTE §15-9-106 FINDING THAT BLIGHT EXISTS WITHIN THE CITY OF DOUGLAS AND THAT REHABILITATION, REDEVELOPMENT AND CONSERVATION ARE NECESSARY FOR PUBLIC HEALTH, SAFETY, MORALS OR WELFARE OF OUR RESIDENTS

WHEREAS, the City of Douglas desires to exercise the authority conferred upon it through the "Wyoming Urban Renewal Code" Wyoming Statutes §15-9-101 et seq,. and begin the process of urban renewal within its boundaries; and

WHEREAS, the City of Douglas has conducted a study which finds that "blight" as defined by Wyoming Statute §15-9-103(iii), exists within the boundaries of the City of Douglas; and

WHEREAS, the result of this study can be found in Exhibit A, attached hereto, and incorporated herein by reference, and find the statutory conditions to be met; and

WHEREAS, Wyoming Statute §15-9-106 states the City of Douglas Governing Body must pass a resolution finding that one (1) or more slum or blighted areas exist in the municipality; and that the rehabilitation, conservation, redevelopment or a combination thereof of the area or areas is necessary in the interests of public health, safety, morals or welfare of the residents of the City of Douglas; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING,

SECTION 1. That foregoing all recitals are incorporated in and made part of this resolution by this reference.

SECTION 2. That the Governing Body of the City of Douglas, Wyoming hereby finds and declares "blight," as defined by Wyoming Statute §15-9-103(iii), exists within the boundaries of the City of Douglas and that the rehabilitation, conservation, redevelopment or a combination thereof of the area or areas is necessary in the interests of public health, safety, morals or welfare of our residents.

SECTION 3. That this resolution and associated study meet the requirements of Wyoming Statute §15-9-106 authorizing the City of Douglas to exercise the authority conferred upon it by the "Wyoming Urban Removal Code."

PASSED, APPROVED, AND ADOPTED this 12th day of May, 2025.

____
Kim Pexton, Mayor

Attest:

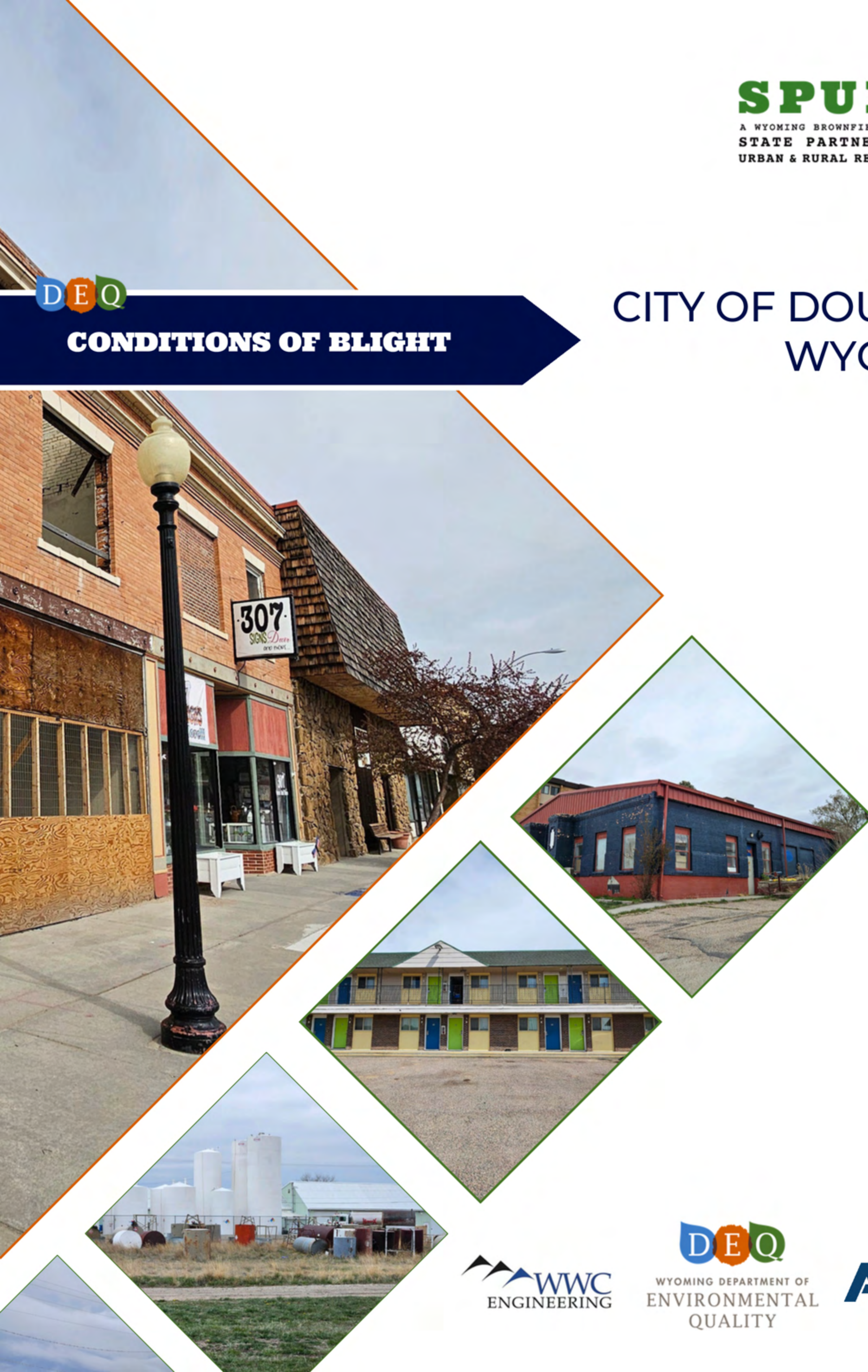
____
Sonya Ortega, City Clerk

SPURR

A WYOMING BROWNFIELD INITIATIVE:
STATE PARTNERSHIP FOR
URBAN & RURAL REDEVELOPMENT

CITY OF DOUGLAS, WYOMING

CONDITIONS OF BLIGHT



WWC ENGINEERING

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY

AYRES

TABLE OF CONTENTS

INTRODUCTION

The City of Douglas is in the process of establishing an Urban Renewal Agency (URA) pursuant to Wyoming State Statutes §15-9-101 through §15-9-137. The purpose of the URA is to address conditions of slum and blight within the city, as defined under state law.

Under §15-9-106, the first step in initiating urban renewal is for the local governing body to formally determine the existence of blight. This requires adopting a resolution stating that one or more areas meet the statutory definition of slum or blight and that revitalization—through rehabilitation, redevelopment, or conservation—is necessary to protect public health, safety, and general welfare.

Once this determination is made, the City may officially establish a URA, which will be empowered under §15-9-134 to implement the Wyoming Urban Renewal Plan. The URA may then designate specific project areas where tax increment financing (TIF) and other redevelopment tools can be used to attract investment and stimulate economic revitalization.

To support this process, Ayres Associates prepared the accompanying study to meet the statutory requirements of §15-9-106 and assist in the creation of the URA. The study:

- Summarizes applicable state statutes
- Describes the methodology used to identify blight
- Documents blight conditions in three areas of the community

The findings conclude that sufficient conditions exist, and it is in the City's best interest to establish a URA.
It is important to note that the scope of the City's urban renewal efforts is not limited to the areas identified in this study. Adoption of the resolution does not commit the City to specific projects but instead provides a framework for identifying and advancing future urban renewal opportunities.

WYOMING STATE STATUTE

The State of Wyoming grants municipalities the authority to create Urban Renewal Agencies (URAs) under Wyoming Statutes §15-9-101 through §15-9-137. These statutes outline the procedures and powers associated with forming a URA and pursuing urban renewal efforts. Of particular importance is §15-9-106, which sets the requirements for adopting a resolution to establish a URA.

According to the statute:

A municipality may not exercise the powers granted under the Urban Renewal Code until the local governing body, either on its own initiative or through a petition signed by at least twenty-five (25) registered voters, adopts a resolution stating that:

1. One or more slum or blighted areas exist within the municipality; and
2. Rehabilitation, conservation, redevelopment, or a combination thereof is necessary in the interest of public health, safety, morals, or welfare.

To determine whether an area qualifies as slum or blighted, Wyoming Statute §15-9-103 provides clear definitions:

Blighted Area – Defined as an area with a substantial presence of deteriorated or deteriorating structures, poor street or lot layout, unsafe or unsanitary conditions, neglected site improvements, or conditions that pose risks to life or property. These factors, either individually or in combination, must substantially impair the municipality's growth, limit housing options, or pose a public burden. Open lands or designated disaster areas may also qualify under specific conditions (WY Stat. §15-9-103(A)(iii)).

Slum Area – Defined as an area dominated by aging, deteriorating, or obsolete buildings—residential or nonresidential—that suffer from poor ventilation, overcrowding, lack of sanitation, or other unsafe conditions that are harmful to public health, safety, or welfare (WY Stat. §15-9-103(A)(xvi)).

This study applies these statutory definitions to assess and document the presence of blight in Douglas. The findings presented in this report fulfill the requirements of §15-9-106, supporting the potential adoption of a resolution of blight and the formation of an URA. While the remaining sections of the Urban Renewal Code outline the full scope of URA powers, only those directly related to the resolution process are discussed here.

METHODOLOGY

To identify key focus areas within the community, a survey was developed to assess the presence of blight. The survey outlined several blight conditions as defined by Wyoming State Statute §15-9-103. These conditions are summarized in the accompanying box. The “Other” category refers to the statute’s inclusion of areas where a combination of factors “substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations, or constitutes an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition and use” (WY Stat. §15-9-103(iii)).

The survey allowed the community to check off applicable blight conditions and provide descriptions of specific indicators supporting the presence of each condition. Additional notes could be included to capture any other relevant observations. Unlike neighboring states such as Colorado, Wyoming

Urban Renewal Code, it does not limit the community from evaluating additional areas in the future.

Blight Conditions

- Deteriorated or deteriorating structures
- Predominance of defective or inadequate street layout
- Faulty lot layout in relation to size, accessibility, or usefulness
- Unsanitary or unsafe conditions
- Deterioration or site or other improvements
- Diversity of ownership, tax, or other special assessments
- Delinquency exceeding the fair value of the land
- Defective or unusual conditions of title
- Existence of conditions that endanger life or property by fire or other causes
- Other

On behalf of the community, the consultant completed surveys for three locations to meet the statutory requirement that “one (1) or more slum or blighted areas exist in the municipality.” This study provides the foundation for the initiative resolution that enables the community to exercise the powers granted by the Wyoming Urban Renewal Code. It does not limit the community from evaluating additional areas in the future. Surveys were conducted on April 24, 2025, and are detailed in this report. The areas identified as containing blight include:

- 112 N. 2nd Street.
- Downtown District encompassing N. and S. 2nd Street as well as N. and S. 3rd Street near Center Street.
- Highway 87 Corridor and former Douglas Motorsports Park and Douglas Municipal Airport.
- East Antelope Creek and Clay Street corridor.
- Seven Trails Commerce Center.

The following sections provide a detailed summary of the conditions observed within each area.

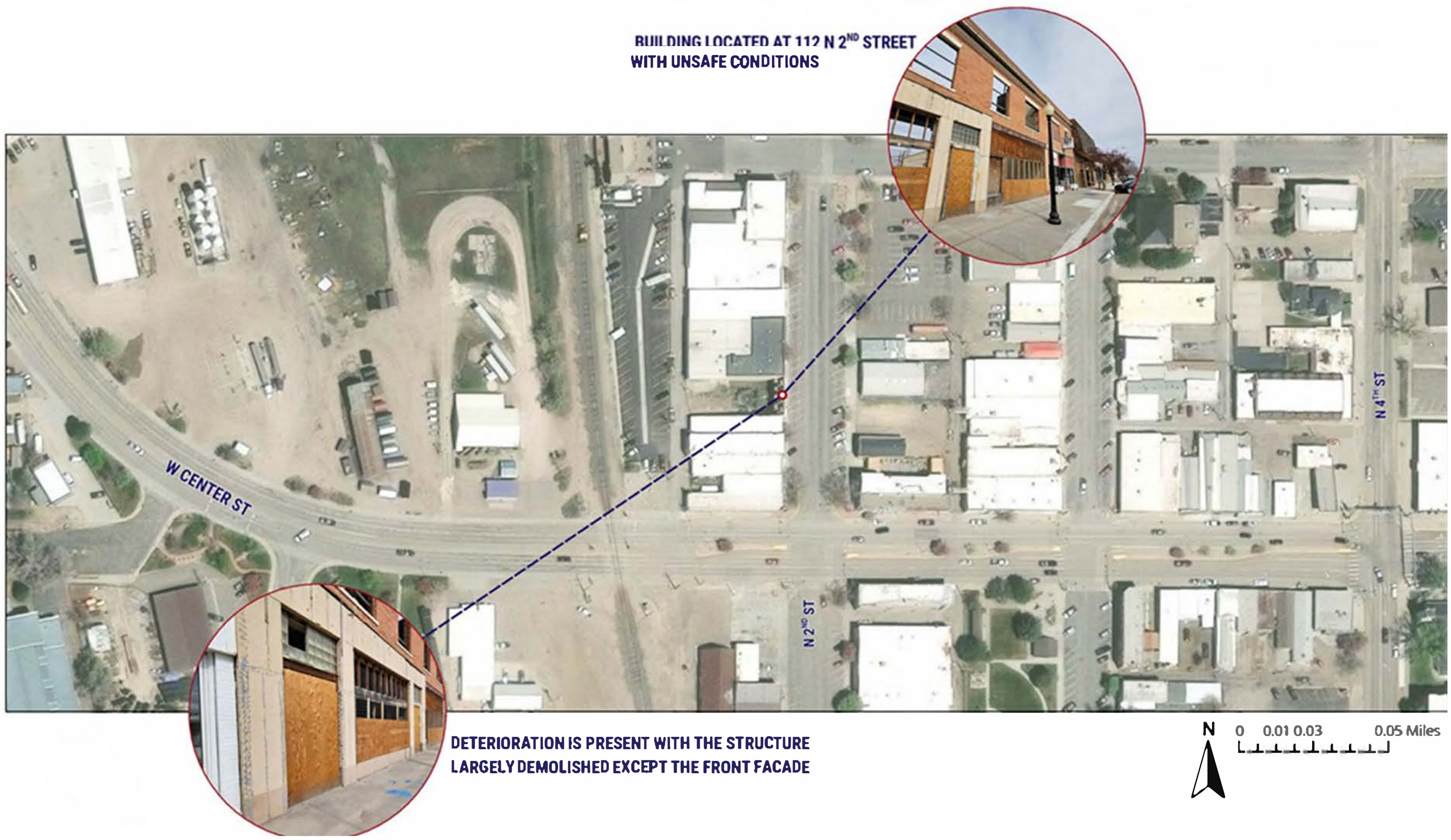
BLIGHT SURVEY AREAS

This section provides a summary of the blight surveys completed during the evaluation process. For each area, the blight conditions observed on-site are reviewed, with specific examples documented during the field visits. Photographs and completed survey forms are included in the Appendices. It is important to note that the areas identified in this report are not designated as official urban renewal project areas; instead, they serve as examples of where blight exists within the community.

112 N. 2ND STREET

As shown on the map, the property located at 112 N. 2nd Street includes a building that has been the focus of redevelopment efforts for over five years with limited success. The property had previously been the site of a two-story, mixed-use building in the heart of the City's downtown district. The property has collapsed leaving only the historic front façade, which was preserved in anticipation of a proposed building project. In addition, the basement was left exposed and filled with water causing some potential structural issues with the adjacent buildings posing additional concerns for safety. Notes are included in Appendix I.

1. **Deteriorated and Deteriorating Structures:** The building and building site contain several examples of deteriorating and deteriorated structures as shown in Appendix I. There is evidence of construction debris and other discarded materials. The wall itself is held by wood and steel framing and covered with plywood.
2. **Unsanitary of Unsafe Conditions:** There was evidence of bird infestation along the back side of the wall. Birds were moved within the structural elements and nests were clearly observed embedded within the structural elements.
3. **Deterioration of Site or Other Improvements:** The site has shown deterioration due in part to accumulation of water in the basement area. There are also clear structural issues with adjacent buildings.
4. **Existence of Conditions which Endanger Life or Property by Fire and other causes:** The front façade is at risk of falling over due to wind and general deterioration caused by age.



DOWNTOWN DISTRICT

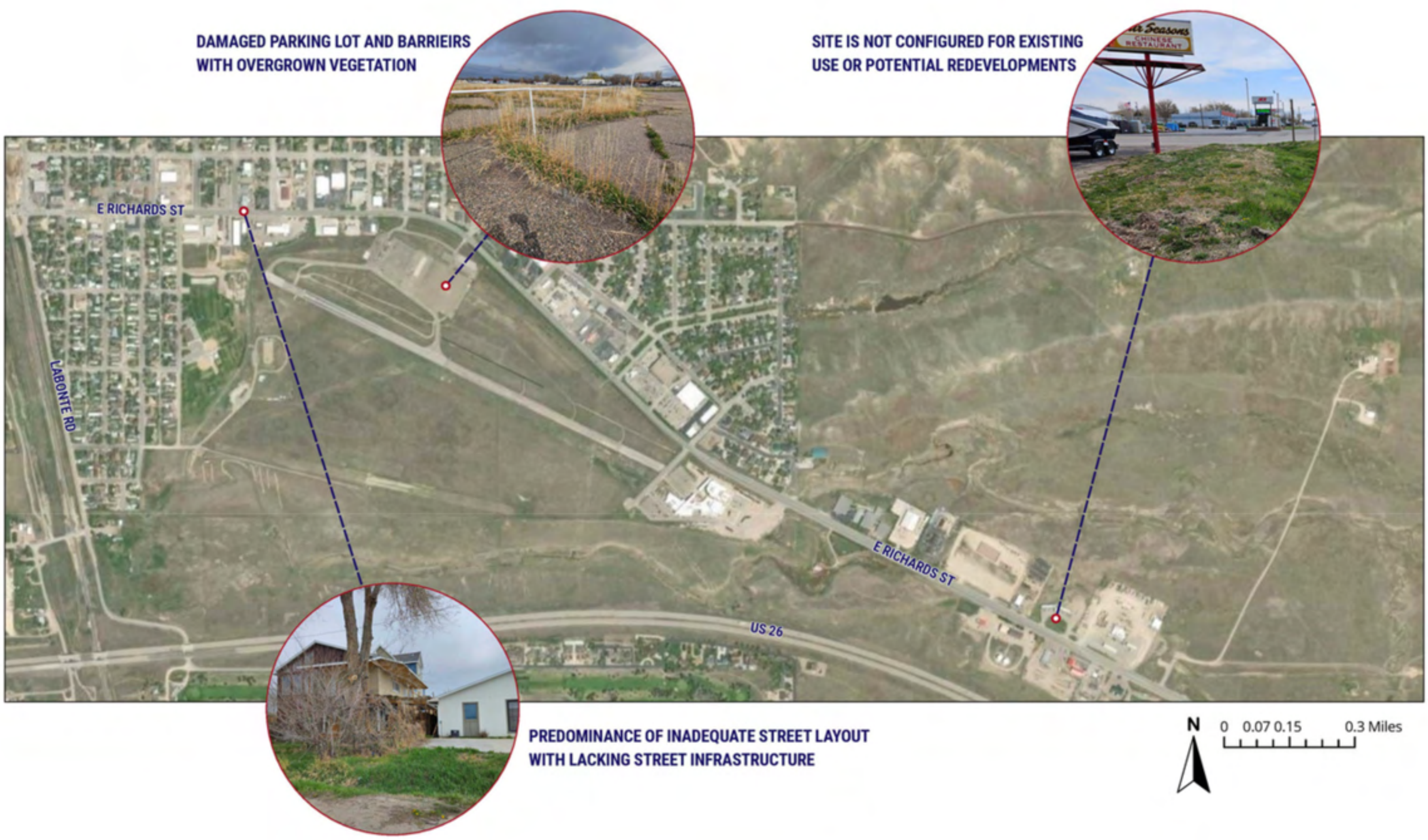
The area shown on the map includes areas in and around Center Street near 2nd and 3rd Streets. This area is the traditional center of commerce for the City of Douglas and includes a number of older historic buildings, along with a mix of retail, commercial and industrial properties. Situated adjacent to the railroad corridor, the area demonstrates an area of blight within the community. Notes are included in Appendix II.

1. **Deteriorated and Deteriorating Structures:** The district contains numerous examples of deteriorated or deteriorating structures. There were several buildings that appeared to be vacant and unoccupied, including buildings along the rail corridor and 3rd Stret.
2. **Predominance of Defective or Inadequate Street Layout:** The area is bisected by the railroad corridor and the street layout includes a partial alley, which limits opportunities for reinvestment. There are also areas that lack sidewalks, and other pedestrian facilities common in downtown districts.
3. **Unsanitary of Unsafe Conditions:** There were several vacant buildings with signs of damage. The buildings along Center Street showed signs of deterioration and cracking that may indicate a sign of structural issues.
4. **Deterioration of Site or Other Improvements:** There were numerous incidents of damaged pavement, curb, and sidewalks that were observed and documented. This included area in the alley, as well as along Center Street and 3rd Street. Uneven pavement, and sidewalks were also prevalent.
5. **Other:** Several buildings have deteriorated and are no longer used or inadequate for the intended purpose. This includes a gas station along Center Street, an outdated movie theater, and other retail spaces. There also were signs of the possibility of an underground storage tank from previous use as a gas station.

HIGHWAY 87 CORRIDOR

The area shown on the map includes the properties in and around the Highway 87 corridor, this includes the former Douglas Motorsports Park, which is now closed. The area is generally a mix of retail and commercial including strip malls and motels along with a County facility. This site has been the focal point of redevelopment by the City since the closure of the Motorsports Park. Additional images and notes are included in Appendix III.

1. **Deteriorated and Deteriorating Structures:** The area includes an overgrown parking lot, owing to its previous use as a drag racing facility. The lot is marked by weeds, damaged barriers, and damaged signs.
2. **Predominance of Defective or Inadequate Street Layout:** The site lacks a street layout or infrastructure to support redevelopment. The existing access points from Highway 87 are inadequate and will require extensive investment to support future redevelopment.
3. **Faulty Lot Layout in Relation to Size, Accessibility, or Usefulness:** The site is not configured in a manner that would promote redevelopment owing to its history as an airport and racing facility. It lacks interior road and utility infrastructure.
4. **Deterioration of Site or Other Improvements:** There were numerous incidents of damaged pavement, curb, and sidewalks along the corridor that were observed and documented. There were a number of areas that lacked adequate stormwater facilities and would require additional infrastructure investments.
5. **Other:** Property has deteriorated and is no longer used for its intended purpose. Given its previous use as both an airport and drag racing facility, there are concerns that some environmental conditions may exist.



EAST ANTELOPE CREEK AND CLAY STREET CORRIDOR

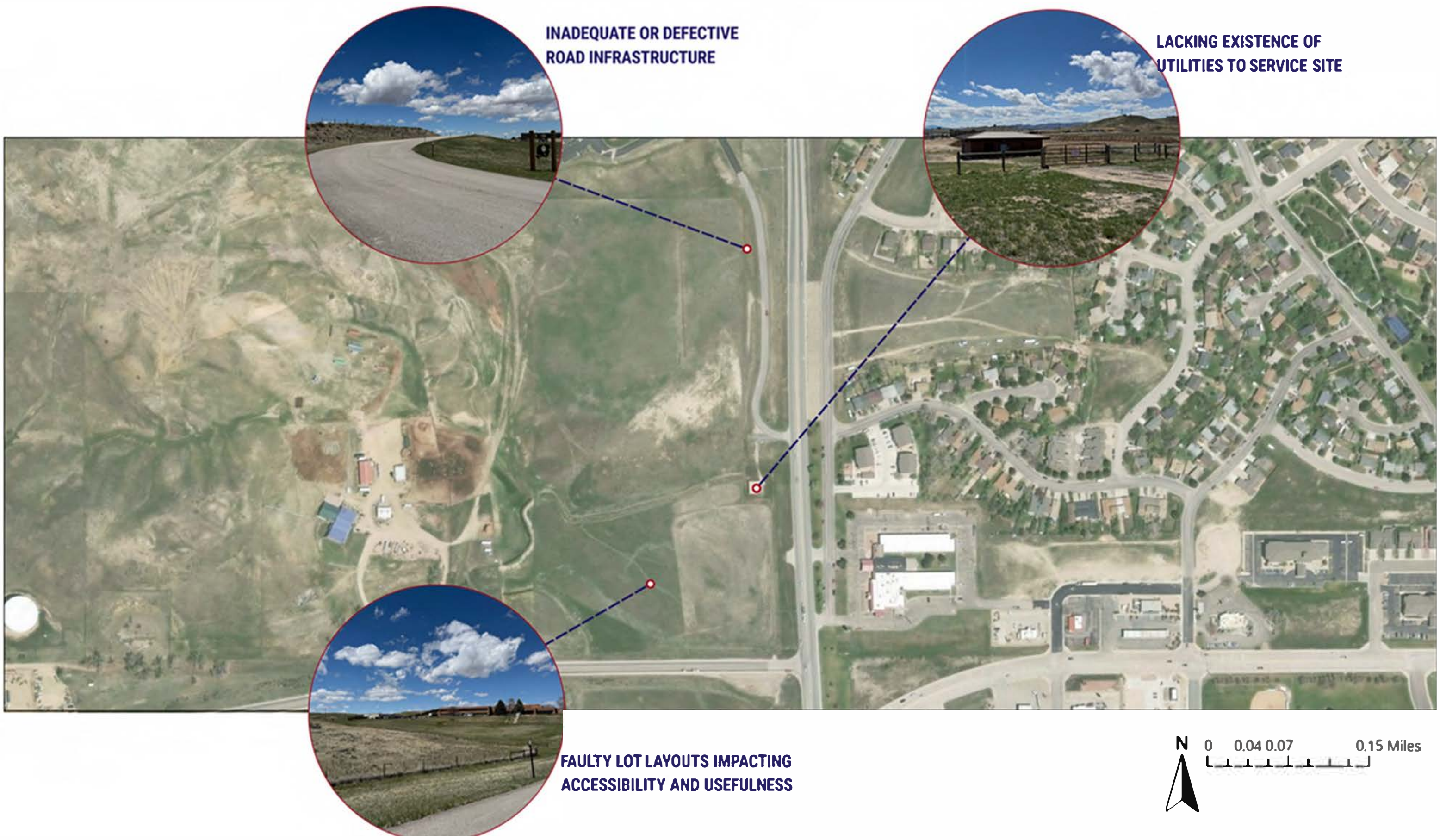
The area shown on the map includes the area adjacent to East Antelope Creek and stretching across the railroad tracks covering E. and W. Clay Street. The area has experienced significant flooding during heavy rainfall and needs investments to correct the deficiencies. The area is a mix of housing types including single-family, mobile home parks, along with a former laundromat. Along W. Clay Street, there is some evidence of previous industrial use in the areas adjacent to the railroad. Additional images and notes are included in Appendix IV.

1. **Deteriorated or Deteriorating Structures**: The stormwater facilities across 3rd and 5th Streets have experienced significant flooding and minor damage from debris. The fencing is rusted and shows signs of wear and tear.
2. **Unsanitary of Unsafe Conditions:** The area along with creek bed is overgrown with trees and other foliage that can create blockages posing a future flooding risk. The creek bed also requires dredging and other improvements to reduce future flooding incidents.
3. **Conditions which Endanger life or property by fire or other causes:** The area has experienced significant flooding due to inadequate stormwater facilities and overgrown foliage. The City has sought to address the issues and may become a future URA plan area.

SEVEN TRAILS COMMERCE CENTER

Parcel 3 of the Seven Trails Commerce Center exhibits the following conditions: predominance of defective or inadequate street layout; faulty lot layout in relation to size, accessibility or usefulness; and other conditions such as the inadequacy of utilities (namely water and sewer). These conditions are illustrated below. In addition to these conditions, this study acknowledges Parcel 3 of Seven Trails is largely vacant land that is proposed to be included in the study in accordance with W.S. 15-9-110 (b):

1. A shortage of housing of sound standards and design which is decent, safe and sanitary exists in the City of Douglas.
2. The need for housing accommodations has been or will be increased as a result of the inclusion of Parcel 3 of Seven Trails and the clearance of slums (or blight) in other areas.
3. The conditions of blight (lack or utilities) in the area and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime and constitute a menace to the public health, safety, morals or welfare.
4. The acquisition (or inclusion) of the area (Seven Trails) for residential uses is an integral part of and essential to the program of the municipality.





CONCLUSION

The blight study conducted across four locations confirms that one or more blighted areas exist within the City of Douglas, thereby satisfying the requirements of WY Stat. §15-9-106(i). The rehabilitation, conservation, redevelopment, or a combination of these efforts is necessary to protect and promote the public health, safety, morals, and welfare of Douglas residents. With the adoption of a resolution of blight, the governing body of the City of Douglas may utilize the powers granted by the Wyoming Urban Renewal Code to address and correct these conditions.

112 N. 2nd Street: The building deterioration is evident and creating issues for adjacent buildings. The parcel also presents a clear opportunity to add to the retail mix and support the ongoing revitalization efforts downtown.

Downtown District: There are several buildings that are at or near the end of their productive life, requiring substantial investments. The ability of the City to use urban renewal in the area is necessary to redevelop and rehabilitate the district to correct the conditions of blight. The area also presents a clear opportunity to support ongoing economic development efforts and bring additional vibrancy to the community.

Highway 87 Corridor, and former Douglas Motorsports Park and Douglas Municipal Airport: The area includes several conditions of blight including an inadequate street layout and deterioration of existing facilities. The area offers an opportunity to use Urban Renewal as support.

East Antelope Creek and Clay Street corridor: The areas show the existence of blight. Rehabilitation, conservation or redevelopment of each location would benefit the community and is necessary for the health, safety, welfare, and morals of the community. The use of the Wyoming Urban Renewal Code can facilitate redevelopment of the areas through tools enabled by the statute, namely tax increment financing. Satisfying mandates for the initiative resolution by the governing body as found in Wyoming State Statute Section 15-9-106 and supports approval of the resolution.

Seven Trails Commerce Center: Parcel 3 of Seven Trails is largely vacant land that is proposed to be included in accordance with W.S. 15-9-110 (b).

City of Douglas – Blight Survey

DOUGLAS BLUEPRINT
Bridging Vision with Action

Location: 120 W. 2nd Street

Completed by: Mike Scholl & Karalyn Vasaw

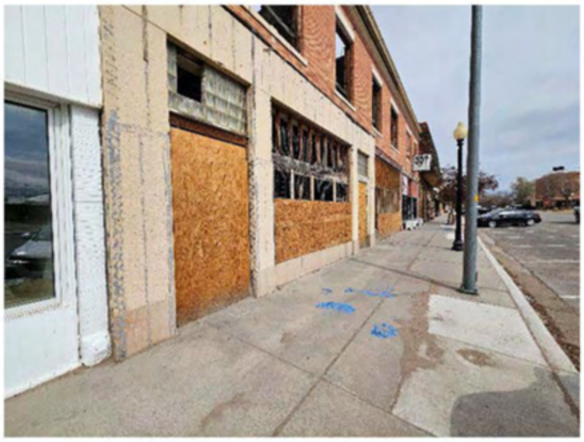
Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Building has been demolished leaving a vacant lot. Front facade remains and is falling over.
Predominance of Defective or Inadequate Street Layout		
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Bird infestation was observed.

Deterioration of Site or Other Improvements	✓	Site was challenged with Flooding & with Structural issues with adjacent buildings.
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Building is near Falling over.
Other		

Notes:

The property is in need of reinvestment.




307

City of Douglas – Blight Survey

Location: Downtown District / Center Street - 2nd & 3rd Street

Completed by: Mike Scholl & Karlyn Vasan

Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Street damage & cracking. Stormwater infrastructure is lacking in alleys.
Predominance of Defective or Inadequate Street Layout	✓	Lack of sidewalks & unimproved Alleys
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Numerous building vacancies observed 126 W. 3rd Street 125 W. Center St.

Deterioration of Site or Other Improvements	✓	heaving wall indicates structural issues
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Possible presence of underground storage tanks
Other		
Notes:		

City of Douglas – Blight Survey

DOUGLAS BLUEPRINT
Bridging Vision with Action

Location: Business 87 Corridor

Completed by: Mike Scholl & Karlyn Vasan

Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Damaged Parking lot, overgrown with weeds. Damaged barriers.
Predominance of Defective or Inadequate Street Layout	✓	Lacks street infrastructure & other facilities
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness	✓	Site is not configured for existing use or easy redevelopment
Unsanitary or Unsafe Conditions		

Deterioration of Site or Other Improvements	✓	Extensive damage and lack of stormwater facilities
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes		
Other	✓	Property is deteriorating and no longer used for its intended purpose
Notes:		


Four Seasons
CHINESE
RESTAURANT

City of Douglas – Blight Survey

DOUGLAS BLUEPRINT
Bridging Vision with Action

Location: N 5th St between Clay and Charles – E Antelope Cr.

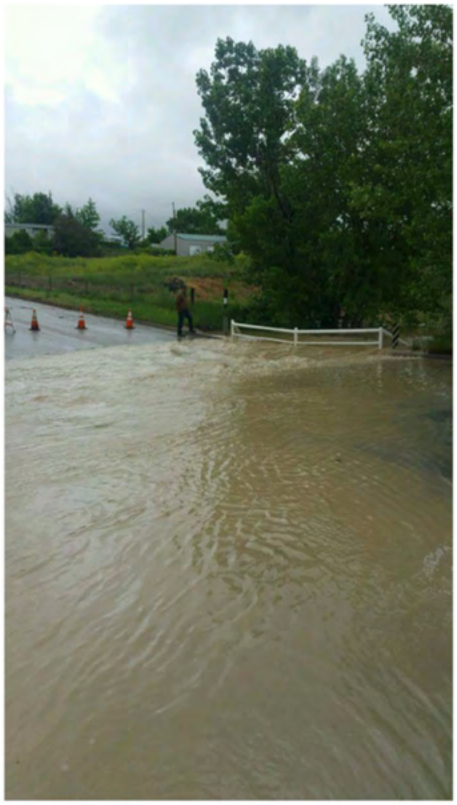
Completed by: Mike Scholl and Karlyn Vasan

Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Lack of maintenance of creek. Overgrown.
Predominance of Defective or Inadequate Street Layout		
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Overgrown creek bed. Needs dredging. Hazard for flood. Endanger homes.

Deterioration of Site or Other Improvements	✓	Drainage lacks maintenance.
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Possible flooding of homes in high water events
Other		

Notes:



Example of N 5th Street Flooding several years ago

APPENDIX V

City of Douglas – Blight Survey

Location: Seven Trails Parcel 3

Completed by: Mark Christensen

Date Surveyed: 4/29/25

Criteria:	*Check if this exists on site:*	*Description of Conditions:*
Deteriorated or Deteriorating Structures		
Predominance of Defective or Inadequate Street Layout	X	- Large lot with few connections - Surrounded by State Hwy - Existence of Academy Access Road
Faulty Lot Layout in Relation to Size Accessibility or Usefulness	X	- Large lot - No pedestrian facilities - Lack of bike infrastructure - Grade changes on large site make development difficult
Unsanitary or Unsafe Conditions		

Deterioration of Site or Other Improvements		
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes		

Other	X	- Improperly sized pump house for future development - Lack of Sanitary Access

Notes:

- Unsafe feeling surrounded by highways for bike + ped
- Significant grade changes
- Background Knowledge on pump house and sanitary sewer






CREDITS

SPURR
A WYOMING BROWNFIELD INITIATIVE:
STATE PARTNERSHIP FOR
URBAN & RURAL REDEVELOPMENT

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY BROWNFIELDS ASSISTANCE PROGRAM

Nothing connects Wyoming people more than the place we spend our time. From our historic Main Streets, rail yards, and factories to the majestic mountains and plains, these places form the backdrop of our lives, connecting us to one another. Pulling from our cowboy roots, SPURR seeks to kick economic investment into high gear and drive cleanup of our neglected properties.

Wyoming DEQ is proud to present the SPURR initiative - a technical assistance toolkit calibrated to kickstart investment in our downtown buildings, underutilized rural areas, and other neglected properties. SPURR is a Wyoming Brownfields Initiative: State Partnership for Urban and Rural Revitalization, With tools ranging from environmental assessments to redevelopment planning, our goal is simple: dig in our heels to increase economic vitality of our communities by enhancing environmental quality.

CONTACT US

DEQ

CINDI MARTINEZ

Brownfields and Orphan Sites Remediation Program Supervisor

(307) 777-2948

cindi.martinez@wyo.gov

AYRES

AYRESASSOCIATES.COM

Planning: Josh Olhava, AICP, PCCP & Nathan Randall

Economic Development: Mike Scholl, EDFP & Karlyn Vasan

Graphics: Lindsey Wilson

Agenda Item Report
City Council – June 9, 2025

Item
Douglas City Hall Site Improvements: Change Order No.2

Responsible Staff Contact
Brandon Frye, John Harbarger

Recommendation
It is mine and the engineers recommendation to add stabilization fabric between the subgrade and roadbase in the parking lot of city hall.

Executive Summary
The City Hall site improvement project has experienced a lot of unexpected weather in the last few weeks. With this moisture, the subgrade is overly wet and, due to underground utilities, it is too difficult to over sub the wet material. The engineers feel it is in the best interest to add a stabilization fabric between the subgrade and road base. This would ensure that there will be no settling of the parking lot and add stabilization for years to come. This project was not originally designed for fabric. Being this is a parking lot and not an area where there would be a high traffic count and not heavy trucks, most parking lots are not usually designed for fabric.

Background
With the City Hall site improvement project, sidewalks and planters have been installed on the west and south side of the building. The planters will have trees planted along with a drip system. The east side will have storm sewer, some landscaping, curb, gutter and improvements to the parking lot.

Alignment to Strategic Doing (SD) and/or Other Plans
SD Commitment
SD Commitment Strategy
SD Commitment KPI FUN-1
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact
Fund/Department   Improvements Other than Buildings

Project/Line Item(s) City Hall Site Improvements
Budgeted Amount $600,360.00
Anticipated Amount $519,570.00

Action Requested/Recommended Motion

I reccomend to accept change order #2 in the amount of $8.400 and furthermore autherize the city manager to sign all associated documents.

Attachments

1. Estimate
2. Change Order

RAMSHORN CONSTRUCTION INC. ESTIMATE

PO BOX 2422
CASPER, WYOMING 82602
PHONE(307)234-6879 FAX(307)235-3948

DATE: June 6, 2025
INVOICE # TB 2025-5
FOR: *CEPI Douglas*

Town Hall

	AMOUNT
Mirifi RS 380i Stabilization Fabric as discussed 840 SY @ $10.00 per SY	$8,400.00
TOTAL	$ 8,400.00

CHANGE ORDER

(Instruction on reverse side) No. 2 (Two)

PROJECT Douglas City Hall Site Improvements

DATE OF ISSUANCE June 10, 2025 .EFFECTIVE DATE June 10, 2025
OWNER City of Douglas

OWNER's Contract No. 23-001

CONTRACTOR. Ramshorn Construction, Inc. ENGINEER CEPI

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

Description: Parking Lot Fabric

Reason for Change Order: Soft subgrade in parking lot

Attachments: Ramshorn Spreadsheet

CHANGE IN CONTRACT PRICE:	**CHANGE IN CONTRACT TIMES:**
Original Contract Price $ 600,360.00	Original Contract Times Substantial Completion: June 16th, 2025 Ready for final Payment: July 30th, 2025 days or dates
Net changes from previous Change Orders No. 1 to No. $ ($80,790.00)	Net changes from previous Change Orders No. __ to No. days
Contract Price prior to this Change Order $ 519,570.00	Contract Times prior to this Change Order Substantial Completion: June 16th, 2025 Ready for final Payment: July 30th, 2025 days or dates
Net Increase (Decrease) of this Change Order $ 8,400.00	Net Increase (Decrease) of this Change Order 0 days
Contract Price with all approved Change Orders $ 527,970.00	Contract Times with all approved Change Orders Substantial Completion: June 16th, 2025 Ready for final Payment: July 30th, 2025 days or dates

RECOMMENDED:	APPROVED:	ACCEPTED:
By: ______________	By: ______________	By: ______________
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: June 6, 2025	Date: ______________	Date: ______________

Agenda Item Report
City Council – June 9, 2025

Item
Board Appointment: Arts & Culture Board of Trustees - Shea Burke

Responsible Staff Contact
Heidi McCullough

Recommendation
Recommend approval of application to re-appoint Shea Burke to the Arts & Culture Board of Trustees.

Executive Summary
An application has been received from Shea Burke for appointment to the Arts & Culture Board of Trustees.

Background
Shea Burke is a current member of the Arts & Culture Board of Trustees. She currently serves as the Board's secretary. Her term expires at the end of June, and she would like to stay on the Board. She is re-applying for a seat on the Board.

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 application to re-appoint Shea Burke to the Arts & Culture Board of Trustees.

Attachments
1. S Burke Questionnaire 6.2025
2. S Burke Volunteer Application 6.2025

CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE.

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: Shea Burke

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?

Have been on the Board since its inception. Have background in cultural education proc

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

Can identify and prioritize educational opportunities, with a focus on fun and intrigue.

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

Would like to continue the work we've started and build on proposed ideas and opportuni

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

Organizer, critical thinker, idea generator, eye for youth and family engagement, penchar

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

Professional backgrounf in business management and nonprofit management

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?

I would like to continue with the Board for as long as I can be meaningfully contributive.

Staff Comments:____

Staff Recommendation:____

CITY OF DOUGLAS WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

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

Name of Applicant: Shea Burke

Address: 1313 Monroe Street City/State/Zip: Douglas, WY 82633

Mailing Address (*if different from above)*: __________

Home Phone:	Cell Phone: 619-888-6973	Work Phone:	Email: vanessa.shea.burke@gmail.com

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):*

<u>Boards/Commissions/Committees:</u>

- ☐ 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:
Arts & Culture, since June 2023

5. In what community/communities did you previously serve?
None

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 would like to continue to serve in my current role.

______________________ 6/1/25
Signature of Applicant Date

For Office Use Only:

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

CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING

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

Date: May 27, 2025

Attendance Sheet:

Board Members	**Guests**
Jane Garber	Cathy Feezer-Jones, CCTPB Administrator
Candace Benedetta	Anna McClure, CCTPB Administrative Assistant
Mitch McElwain	Jarred Robles, State Fair
Laurie Boner	Kim Martin – Elevate Glenrock
Jenn Anderson	
Kris Mitchell	

Call to order: Jane Garber called the meeting to order @ 6:00 p.m. and noted that a quorum was present.
Location: Paleon Museum, Glenrock

Grants:

- **Douglas Volunteer Fire Department requested $3000 for Demo Derby at the Wyoming State Fair.** Request was withdrawn – Douglas Volunteer Fire Department is not a non-profit organization.

State *Fair Report:*

- Jarred Robles, WSF discussed the many construction projects going on at the Wyoming State Fairgrounds. Volunteer days will take place on May 30th and June 21st to help get the grounds ready for summer.

Sagebrush Marketing Report:

- Jen Womack reported via email on key marketing developments and the performance of the marketing campaigns throughout the state.

Previous Month's Minutes: Minutes from April meeting presented. Motion to approve the April meeting minutes addition was made by Candace Benedetta and seconded by Jenn Anderson. The motion carried

Financial Report: Invoices presented in the amount of $36,464.66. Discussion of invoice in the amount of $2,542 from Visitors Center: Douglas Railroad Museum ensued. Motion to approve payment of invoices in the amount of **$33,922.66** excluding the invoice from the Visitors Center was made by Laurie Boner and seconded by Candace Benedetta. The motion carried.

Administrator Report:

- Cathy Feezer-Jones, Administrator gave a report on the International Roundup that she attended in Rapid City. She also reported on several bill boards available for rent through YesCo.

A report was also given on the Converse County Welcome bags. A motion for Cathy to inquire and get a debit card with a limit of $4,500 from Converse County Bank was made by Candace Benedetta and seconded by Mitch McElwain. The motion carried.

Old Business:

- By-Laws review. The By-Law corrections were reviewed.

New Business:

- Douglas Visitor Center – Railroad Museum – Jenn presented a request from the Enterprise to reallocate approved funds. Discussion ensued. A motion was made NOT to reallocate the funds at this time, motion made by Candace Benedetta seconded by Laurie Boner, the motion carried. Jenn Anderson recues.
- Selection of Budget Committee. Appointed budget committee will be Candace Benedetta, Jane Garber, Mitch McElwain, Kris Mitchell.
- A motion was made for the proposed 2026 fiscal budget to be 120% of the current fiscal 2025 budget. Motion made by Candace Benedetta, seconded by Laurie Boner, the motion carried.

Public Comments:

No Public comments were made.

Next Meetings:

June 24, 2025 at the Ruthe James Conference Center in Douglas at 5:30pm
July 22, 2025 at the Ruthe James Conference Center in Douglas at 5:30pm.
August 26, 2025 at the Town Square in Glenrock at 5:30 pm.

Adjournment: There being no further business, the meeting was adjourned @ 7:45 pm.

Submitted to file by: Kris Mitchell, Secretary.

Douglas Historic Preservation Commission

P.O. Box 1030
Douglas, WY 82633

Board Members present: Betsy Varland, Lisa Patterson, Jacey Bauman, and Heidi McCullough.
Board Members absent: Sarah Russell & Julia Evins
City of Douglas Liaison: Heidi McCullough

MINUTES
May 21, 2025

1. Call to Order
    a. Called to order at 5:30pm by Commissioner McCullough
2. Approve minutes of the April 16, 2025, meeting.
    a. Motion to approve minutes made by Commissioner Bauman, second by Commissioner Varland. Motion passed unanimously.
3. Old Business:
    a. Training Updates –
        i. Please submit all trainings to Commissioner McCullough.

    b. South Douglas Historic District
        i. No Update
    c. KPI Updates
        i. QR Codes
            1. Downtown – QR code stickers are printed, will be installed 6/3/2025 at 5:30pm
            2. Park Cemetery – signs are printed, McCullough will reach out to see if Public Works can install them.
            3. Pioneer Cemetery – signs are printed, McCullough will reach out to see if Public Works can install them.

    d. Rural Day at the school – Commissioners Bauman and McCullough reported that the event was a success, the program only took about 30 minutes of the 50 minutes allotted. Waiting for feedback from the teachers.
    e. Budget
        i. Headstone Restoration and cleaning supplies $315.00
        ii. Downtown Historic District Pictures Signage $1000
        iii. Preserve Wyoming Conference (SHPO) $1000.00
        iv. NAPC Forum Registration $500
        v. Training $200.00

        These budget requests have been submitted.
    f. Preservation Month
        i. Pioneer Cemetery Tour May 18th
            1. Had about 25 people attend

4. New Business

5. The meeting was adjourned at 5:45pm. Next meeting will be June 18th, 2025, at 5:15pm at City Hall.

EVENTS

- Nutrition Lunch & Learn Food Cravings & Emotions
  June 10, 1230PM
  MHCC

- Seed Bomb Making
  June 11, 11AM-1PM
  Wyoming Pioneer Museum

- Jackalope Days 2025
  June 13 thru 15
  Douglas

- Children's Entrepreneur Market
  June 13, 11AM
  Douglas Railroad Museum

- Summer Reading Kickoff
  June 13, 4-6PM
  Converse County Library

- Rock a la carte Rock The Glen Concert Series
  June 13, 7-930PM
  Glenrock Town Square

- Book Sale
  June 13 & 14, 9AM
  Converse County Library

- Ride, Row, Run 2025
  June 14, 7AM-12PM
  Wyoming State Fair

- Rattlesnake Talk
  June 14, 10-11AM
  Fort Fetterman

- Douglas Community Awards
  June 15, 5PM
  MHCC

- Color My Cocktail
  June 17, 7-8PM
  Converse County Library

- Alzheimer's Education Series
  June 18, 10-11AM
  Douglas Senior Center

- Veteran & First Responder Meetup
  June 20, 7-9PM
  Blend

- Date Night Featuring Grease
  June 21, 8-10PM
  Glenrock Town Square

- Spoken Rock the Glen Concert Series
  June 20, 7-930PM
  Glenrock Town Square

More information available at:

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

https://douglas.brightrtravel.com/events

All Events Are Subject To Change