



CITY OF **DOUGLAS** WYOMING

**REGULAR CITY COUNCIL MEETING
December 8, 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. Leadership Moment**
- 5. Public Comments**
- 6. Approval of Consent Docket**
 - a. Minutes**

City Council Regular Meeting: November 24, 2025
 - b. Bills & Claims**

Warrant Register: November 2025
 - c. Other – Consent**
- 7. Presentations**
 - a. Proclamation: Wreaths Across America (5 minutes)**
 - b. Water Update: Ben Jordan (10 Minutes)**
 - c. Lifesaving Award: Corporal Dowd and Officer Johnson (5 Minutes)**
 - d. Update: Power Outages & City Operations (5 Minutes)**

8. Tabled Items

- a. **Ordinance 1059: Franchise Agreement: Mountain West Technologies "MWT" (15 Minutes)**

9. Council Action Items

- a. **Ordinance 1065: An Ordinance Amending Section 8.08.010 Fireworks Prohibitions (15 Minutes)**
- b. **Change Order #2: Clearfield Booster Station Cleanup**
- c. **Community Enhancement Project Designation: Community Gas Funds (10 minutes)**
- d. **Appointments: Converse County Municipal & County Joint Powers Board**

10. Public Comments

11. City Manager's Report

12. Council Information

- a. **Aid to Others Quarterly Report: Douglas Community Club & Golf Course**
- b. **Minutes: Converse County Tourism & Promotions Board, October 2025; Planning & Zoning Commission, November 17, 2025**
- c. **Notice of Possible Quorum: Staff Christmas Breakfast, December 11, 8-10am, Fire Training Center, 230 N 2nd St, Douglas, WY 82633**

13. Circle Back Recap

14. Good People Doing Good Things

15. Community Update

- a. **Event Calendar**

16. Executive Session

17. Adjourn

Monday, December 8, 2025

Call to Order at:

Meeting Adjourned at:

City Council Regular Minutes
November 24, 2025

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

Roll call was taken with the following City Council members present: Kim Pexton, Ron McNare, Perry Hershberger, Matthew Schmidt, Joel Weeks. Also present: JD Cox, City Manager; Mike Armstrong, City Attorney; Devon Litzsinger, City Clerk; Todd Byerly, Chief of Police; Mary Nicol, Administrative Services Director/Treasurer; and Michele Carter, Human Resources Director. John Harbarger, Public Works Director attended via TEAMS.

2. Disclosures by City Council Members

None.

3. Approval of General Agenda (Corrections or Additions)

Councilmember Hershberger moved to approve the general agenda as presented. Seconded by Councilmember Schmidt. Motion carried 5-0.

4. Leadership Moment

City Manager Cox provided an inspirational speech.

5. Public Comments

None.

6. Approval of Consent Docket

Councilmember Schmidt moved to approve the consent docket as presented. Seconded by Councilmember Weeks. Motion carried 5-0.

a. Minutes

Regular City Council Meeting: November 10, 2025

b. Bills & Claims

c. Other – Consent

7. Presentations

a. Proclamation: Small Business Saturday (5 minutes)

Mayor Pexton read a proclamation proclaiming November 29, 2025 as Small Business Saturday. Jen Goodwin, Program Manager of Main Street Douglas spoke about the upcoming "I Got Caught Shopping Local" campaign.

8. Discussion Items

a. Project Designation: Community Gas Funds (10 minutes)

Director Nicol provided an overview. Discussion was had.

b. Procedure: Employee Sick Leave Bank (15 minutes)

Director Carter provided an overview. Discussion was had.

c. Liquor License: Procedure & Interview Process (15 minutes)

City Clerk Litzsinger provided an overview. Discussion was had.

d. Worksession: Possibility (10 minutes)

Mayor Pexton led a discussion regarding the possibilities of worksessions.

9. Council Action Items

a. Ordinance 1059: Franchise Agreement: Mountain West Technologies "MWT" (15 minutes)

City Manager Cox provided an overview. Discussion was had. Lesha Thorvaldson with Mountain West Technologies spoke. Councilmember Weeks moved to table ordinance no. 1059. Seconded by Councilmember McNare. Motion carried 5-0.

b. Bid Award: The 112 Construction (15 minutes)

Director Harbarger provided an overview. Discussion was had. Councilmember Hershberger moved to award the bid to Falcon Construction in the amount of \$351,258.00 and authorize the City Manager to approve emergency change orders not to exceed \$12,000 and to sign all associated documents. Seconded by Councilmember Schmidt. Motion carried 5-0.

c. Bid Award: N 3rd Street (10 minutes)

Director Harbarger provided an overview. Discussion was had. Councilmember McNare moved to accept the bid from Ramshorn Construction in the amount of \$1,258,750 and authorize the City Manager to approve emergency change orders not to exceed \$10,000 and to sign all associated documents. Seconded by Councilmember Hershberger. Motion carried 5-0.

d. Bid Award: S 4th Street (10 Minutes)

Director Harbarger provided an overview. Discussion was had. Councilmember Weeks moved to accept the bid from Ramshorn Construction in the amount of \$1,497,925.00 and authorize the City Manager to approve emergency change orders not to exceed \$15,000 and sign all associated documents. Seconded by Councilmember Schmidt. Motion carried 5-0.

10. Financial Report

a. Financial Report: October 2025

Director Nicol provided a report.

11. City Manager's Report

City Manager Cox provided a report on current happenings.

12. Council Information

a. Aid To Others Quarterly Report: Helping Hands Ministries, Inc

Councilmember Hershberger requested further information on payscales and merit raises. Councilmember Weeks spoke regarding the cost of lighting around City Hall.

13. CircleBack Recap

City Clerk Litzsinger provided the circle back recap.

14. Good People Doing Good Things

Councilmember McNare read a Facebook post thanking City Staff for hanging Christmas decorations. Councilmember Hershberger complimented the police department for a successful bowling with badges. He also gave kudos to Briana Gallup for her work locally, including starting a women's group and the "adopt a tree" campaign. Mayor Pexton congratulated Douglas as a Just Serve (volunteer) City.

15. Community Update

a. Event Calendar

A video highlighting upcoming events was played. Councilmember Hershberger requested a social media posting for the firework show during Mingle & Jingle.

16. Executive Session

17. Adjourn

Councilmember Schmidt moved to adjourn the Regular City Council meeting of November 24, 2025. Seconded by Councilmember McNare. Motion carried 4-1. Meeting adjourns at approximately 5:57 pm.

Kim Pexton, Mayor

ATTEST:

Devon Litzsinger, City Clerk
Published: December 3, 2025

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SHIRTS & MORE				
1469	JACKALOPE T-SHIRTS	10/22/25	210.00	10-5202-3210
1507	UNIFORM SHIRTS	11/18/25	233.00	10-5202-3233
Total 307 SHIRTS & MORE:			443.00	
307 SIGNS AND MORE				
10708	NAME TAG	11/05/25	6.50	10-5100-3210
Total 307 SIGNS AND MORE:			6.50	
5 ACES PRINTING LLC				
11104	NOTICE OF FINAL PAYMENT	10/01/25	77.50	10-5100-2115
11170	BID-RICHARDS ST IMP	10/01/25	155.00	10-5100-2115
11171	BID-RICHARDS ST IMP	10/08/25	155.00	10-5100-2115
11341	BID-SALE OF PROPERTY	10/01/25	155.00	10-5100-2115
11342	BID-SALE OF PROPERTY	10/08/25	155.00	10-5100-2115
11343	BID-SALE OF PROPERTY	10/15/25	155.00	10-5100-2115
11344	MINUTES	10/01/25	604.50	10-5100-2115
11345	PLANNING & ZONING	10/01/25	108.50	10-5100-2115
11465	BID-SOUTH 4TH	10/08/25	170.50	10-5100-2115
11466	BID-SOUTH 4TH	10/15/25	170.50	10-5100-2115
11467	BID-SOUTH 4TH	10/22/25	170.50	10-5100-2115
11468	BOARD VACANCY	10/08/25	62.00	10-5100-2115
11511	BID-NORTH 3RD ST	10/15/25	170.50	10-5100-2115
11512	BID-NORTH 3RD ST	10/22/25	170.50	10-5100-2115
11513	BID-NORTH 3RD ST	10/29/25	170.50	10-5100-2115
11581	MINUTES	10/22/25	46.50	10-5100-2115
11582	WARRANT REGISTER	10/22/25	387.50	10-5100-2115
11583	ORDINANCE	10/22/25	294.50	10-5100-2115
11584	ORDINANCE	10/22/25	1,488.00	10-5100-2115
11585	MINUTES	10/22/25	511.50	10-5100-2115
11613	NOTICE OF FINAL PAYMENT	10/29/25	108.50	10-5100-2115
Total 5 ACES PRINTING LLC:			5,487.00	
A TO Z RECREATION				
4266	SWING MAT	12/10/05	390.00	10-5304-3210
4266	SWING MAT	12/10/05	1,560.00	10-5304-3210
4266	SHIPPING	12/10/05	1,300.00	10-5304-3210
Total A TO Z RECREATION:			3,250.00	
AFLAC				
112625	Payroll Deduction	11/26/25	390.32	10-20000225
Total AFLAC:			390.32	
AMERICAN COLLECTION SYSTEMS				
19594	COLLECTION FEES	08/18/25	98.80	10-5100-2166
Total AMERICAN COLLECTION SYSTEMS:			98.80	
ARGIS SOLUTIONS INC				
2216	GIS SERVICES-SCRIPT/CITYWORKS	10/31/25	582.00	10-5103-2120
2216	GIS CITYWORKS II	10/31/25	1,164.00	10-5103-2120

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ARGIS SOLUTIONS INC:			1,746.00	
ARROW ELECTRIC				
56635	ANNEX HEATER REPAIR	10/28/25	2,874.12	10-5305-2155
56685	FAN REPLACEMENT	11/04/25	125.00	34-5340-2155
56685	FAN REPLACEMENT	11/04/25	75.42	34-5340-2155
56742	SURGE PROTECTOR REPAIR	11/14/25	275.30	34-5340-2155
56752	CROSS WALK REPAIR	11/17/25	250.00	10-5305-2155
Total ARROW ELECTRIC:			3,599.84	
ATLAS PREMIER SERVICE				
83932	COPIER MAINTENANCE AGREEMENT	11/10/25	158.72	10-5201-2156
Total ATLAS PREMIER SERVICE:			158.72	
BCN TELECOM INC				
24002219	PHONE SERVICE	11/01/25	122.78	10-5100-2134
24002219	PHONE SERVICE	11/01/25	10.22	10-5306-2134
Total BCN TELECOM INC:			133.00	
BENNETT, SANDY				
130663	SEW PATCHES	11/10/25	75.00	10-5202-3233
130663	SLEEVE ALTERATIONS	11/10/25	20.00	10-5202-3233
Total BENNETT, SANDY:			95.00	
BISON PUMP & SUPPLY				
597542	HOSE ASSEMBLY	11/03/25	33.00	33-5600-3210
597542	HOSE FITTING	11/03/25	23.63	33-5600-3210
597542	HOSE FITTING	11/03/25	52.96	33-5600-3210
597542	HOSE ASSEMBLY	11/03/25	9.50	33-5600-3210
597891	ADAPTER	11/24/25	4.99	32-5502-3210
Total BISON PUMP & SUPPLY:			124.08	
BLACK HILLS ENERGY				
111725	GAS SERVICE	11/17/25	162.98	10-5100-2133
111725	GAS SERVICE	11/17/25	853.74	10-5301-2133
111725	GAS SERVICE	11/17/25	78.43	10-5306-2133
111725	GAS SERVICE	11/17/25	474.62	31-5401-2133
111725	GAS SERVICE	11/17/25	135.59	31-5402-2133
111725	GAS SERVICE	11/17/25	289.32	32-5502-2133
111725	GAS SERVICE	11/17/25	299.80	34-5340-2133
111725	GAS SERVICE	11/17/25	42.89	10-5304-2133
Total BLACK HILLS ENERGY:			2,337.37	
BLOEDORN LUMBER - DOUGLAS				
9081365	ZIP TIES	11/03/25	6.28	10-5100-3210
9086999	LAG SCREWS	11/06/25	65.70	10-5304-3210
9086999	CONNECTOR	11/06/25	32.01	10-5304-3210
9087854	DOOR SWEEP	11/06/25	25.19	10-5304-3210
9088938	SHOWER LINER	11/07/25	13.48	10-5304-3210
9097485	STAPLE	11/12/25	6.29	10-5304-3210
9107149	TAPE	11/18/25	3.58	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9107691	SCREW BOLTS	11/18/25	35.04	31-5402-3210
9108638	HAMMER BIT	11/19/25	11.99	32-5502-3210
9108638	ANCHORS	11/19/25	52.64	32-5502-3210
9110487	CABLE TIES	11/20/25	6.29	10-5304-3210
9110956	TAPE	11/20/25	13.99	10-5304-3210
9110956	TAPE STRAPPING	11/20/25	7.19	10-5304-3210
9110956	DISCOUNT	11/20/25	2.80-	10-5304-3210
9111920	CORD PLUG	11/21/25	7.72	10-5304-3210
9112586	TAPE	11/21/25	13.99	10-5304-3210
9112586	DISCOUNT	11/21/25	2.80-	10-5304-3210

Total BLOEDORN LUMBER - DOUGLAS:

295.78

BOMGAARS

438133	FENCE STRETCHER	09/19/25	49.99	31-5401-3210
438254	BARBLESS WIRE	09/19/25	94.99	31-5401-3210
442093	BROOM	10/03/25	18.99	10-5202-3210
442093	BOOSTER CABLE	10/03/25	14.99	10-5202-3210
442093	TAPE MEASURE	10/03/25	12.99	10-5202-3210
447282	TRAP	10/22/25	59.99	10-5202-3210
447282	CABLE TIES	10/22/25	10.99	10-5202-3210
449566	GLOVES	10/31/25	14.99	10-5304-3210
450731	BLOWER	11/04/25	379.99	10-5306-3220
450731	TAPE MEASURE COMBO	11/04/25	19.99	10-5306-3220
450842	DRILL BIT SET	11/04/25	39.99	10-5109-3220
450842	TAPE MEASURE	11/04/25	17.99	10-5109-3220
450842	SCREWDRIVER	11/04/25	4.99	10-5109-3220
450842	PLIERS	11/04/25	7.99	10-5109-3220
450842	SCREWDRIVER	11/04/25	3.29	10-5109-3220
450842	SCREWDRIVER	11/04/25	10.99	10-5109-3220
450842	PLIERS	11/04/25	6.99	10-5109-3220
450842	IMPACT DRILL	11/04/25	99.99	10-5109-3220
450842	DRILL	11/04/25	99.99	10-5109-3220
450967	OIL	11/05/25	34.99	10-5306-3210
454067	CAULK	11/17/25	4.79	10-5304-3210
455033	DOG TREATS	11/21/25	20.06	10-5202-3210

Total BOMGAARS:

1,029.95

BOYS & GIRLS CLUB OF DOUGLAS

2267-NOV	FUNDING ALLOCATION AGREEMENT	10/16/25	2,916.66	10-5110-8746
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Total BOYS & GIRLS CLUB OF DOUGLAS:

2,916.66

BUSINESS CENTER

18022	MUNICIPAL COURT FORMS	09/05/25	201.00	10-5105-3210
18791	CREDIT-ITEM OVERCHARGE	11/03/25	49.36-	10-5100-3201
18956	FILE FOLDERS	11/14/25	20.00	10-5100-3201
18956	SHIPPING	11/14/25	1.00	10-5100-2101
19139	NOTARY BOOK	11/26/25	19.93	10-5100-3210

Total BUSINESS CENTER:

192.57

CAPITAL BUSINESS SYSTEMS INC

1567217	MAINTENANCE AGREEMENT-PLOTTER	10/27/25	78.74	10-5106-2156
1576323	PLOTTER	11/21/25	78.08	10-5106-2156

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CAPITAL BUSINESS SYSTEMS INC:			156.82	
CCSD #1 RECREATION BOARD				
26-001	POOL MANAGEMENT FEES	11/25/25	63,093.42	10-5307-2158
Total CCSD #1 RECREATION BOARD:			63,093.42	
CDW-G				
AG5C61G	ADOBE ACROBAT	10/16/25	218.68	10-5103-2156
Total CDW-G:			218.68	
CENTRICITY GIS				
1833	CITYWORKS SUPPORT	11/10/25	1,750.00	10-5103-2158
Total CENTRICITY GIS:			1,750.00	
CENTURYLINK				
112025	TELEPHONE SERVICES	11/20/25	64.85	10-5307-2134
Total CENTURYLINK:			64.85	
CITIES DIGITAL INC				
65307	LASHERFICHE ANNUAL SUPPORT	10/31/25	1,646.94	10-5103-2156
Total CITIES DIGITAL INC:			1,646.94	
CITY OF CASPER				
638119	LANDFILL FEES	10/31/25	1,308.32	34-5340-2158
638119	LANDFILL FEES	10/31/25	1,723.12	34-5340-2158
638193	LANDFILL FEES	11/03/25	1,436.16	34-5340-2158
638230	LANDFILL FEES	11/04/25	1,493.28	34-5340-2158
638230	LANDFILL FEES	11/04/25	1,505.52	34-5340-2158
638288	LANDFILL FEES	11/06/25	1,662.60	34-5340-2158
638288	LANDFILL FEES	11/06/25	1,523.20	34-5340-2158
638325	LANDFILL FEES	11/07/25	1,594.60	34-5340-2158
638370	LANDFILL FEES	11/10/25	1,561.96	34-5340-2158
638417	LANDFILL FEES	11/13/25	1,643.56	34-5340-2158
638417	LANDFILL FEES	11/13/25	1,266.16	34-5340-2158
638450	LANDFILL FEES	11/14/25	1,322.60	34-5340-2158
638513	LANDFILL FEES	11/18/25	1,426.64	34-5340-2158
638513	LANDFILL FEES	11/18/25	1,632.68	34-5340-2158
638536	LANDFILL FEES	11/18/25	1,316.48	34-5340-2158
638536	LANDFILL FEES	11/18/25	1,460.64	34-5340-2158
638565	LANDFILL FEES	11/19/25	1,420.52	34-5340-2158
638601	LANDFILL FEES	11/20/25	1,553.12	34-5340-2158
638626	LANDFILL FEES	11/21/25	1,483.08	34-5340-2158
638626	LANDFILL FEES	11/21/25	1,121.32	34-5340-2158
638662	LANDFILL FEES	11/24/25	1,457.24	34-5340-2158
638702	LANDFILL FEES	11/25/25	1,411.68	34-5340-2158
Total CITY OF CASPER:			32,324.48	
CITY OF DOUGLAS-HLTH INS TRN				
111425	HEALTH INSURANCE TRANSFER	11/14/25	94,573.29	10-10000900

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CITY OF DOUGLAS-HLTH INS TRN:			94,573.29	
CITY OF DOUGLAS-PETTY CASH				
388	REPLENISH PETTY CASH-PLATES	11/10/25	10.00	10-5100-3210
389	REPLENISH PETTY CASH-DEEDS	11/21/25	12.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			22.00	
CITY OF DOUGLAS-UTILITY PMNT				
111325	WATER/SEWER/SANITATION	11/13/25	319.96	10-5100-2132
111325	WATER/SEWER/SANITATION	11/13/25	473.12	10-5301-2132
111325	WATER/SEWER/SANITATION	11/13/25	3,627.22	10-5304-2132
111325	WATER/SEWER/SANITATION	11/13/25	1,446.98	10-5306-2132
111325	WATER/SEWER/SANITATION	11/13/25	119.76	31-5401-2132
111325	WATER/SEWER/SANITATION	11/13/25	2,418.07	31-5402-2132
111325	WATER/SEWER/SANITATION	11/13/25	213.12	32-5501-2132
111325	WATER/SEWER/SANITATION	11/13/25	22.92	32-5502-2132
18418-1	LANDFILL CHARGES	07/29/25	30.00	10-5304-3210
18512-1	LANDFILL CHARGES	09/17/25	30.00	31-5402-3210
18603	LANDFILL CHARGES	11/05/25	17,950.50	33-5600-2158
18607	UTILITY SERVICE FEE	11/05/25	40.00	10-5100-2132
18607	UTILITY SERVICE FEE	11/05/25	430.00	10-5304-2132
18607	UTILITY SERVICE FEE	11/05/25	40.00	10-5306-2132
18607	UTILITY SERVICE FEE	11/05/25	80.00	10-5301-2132
18609	BULK WATER	11/05/25	9.26	32-5502-3210
18609	BULK WATER	11/05/25	37.68	32-5502-3210
18609	BULK WATER	11/05/25	2.46	10-5305-3210
18609	BULK WATER	11/05/25	63.76	10-5305-3210
18609	BULK WATER	11/05/25	2.00	10-5305-3210
18609	BULK WATER	11/05/25	58.00	34-5340-3210
18613	LANDFILL CHARGES	11/14/25	17,382.00	33-5600-2158
18620	LANDFILL CHARGES	11/20/25	16,528.50	33-5600-2158
18628	LANDFILL CHARGES	11/26/25	17,428.50	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			78,753.81	
CIVIL ENGINEERING PROFESSIONAL				
22-043-29	ENGINEERING-WEST RIVER LIFT STATION	11/24/25	12,003.55	32-5508-2153
22-066-25	ENGINEERING-CLEARFIELD BOOSTER STATION	11/24/25	36,287.65	31-5409-2153
24-018-13	ENGINEERING-N 2ND ST IMPROVEMENT	11/24/25	811.20	31-5409-2153
24-018-13	ENGINEERING-N 2ND ST IMPROVEMENT	11/24/25	1,822.55	56-5560-2153
24-03811	ENGINEERING-WTP HEADWORKS SLUICE GATES	11/24/25	3,215.20	31-5408-2158
24-049-13	ENGINEERING-POOL	11/24/25	2,305.00	55-5550-2153
24-050-12	ENGINEERING-WWTP AIR HEADER	11/24/25	4,993.60	32-5507-2153
24-059-08	ENGINEERING-N 3RD ST	11/24/25	772.84	31-5409-2153
24-059-08	ENGINEERING-N 3RD ST	11/24/25	2,007.16	56-5560-2153
24-060-06	ENGINEERING-PINE ST	11/24/25	734.00	31-5409-2153
24-060-06	ENGINEERING-PINE ST	11/24/25	979.89	32-5508-2153
24-060-06	ENGINEERING-PINE ST	11/24/25	1,956.11	56-5560-2153
25-2000-04	ENGINEERING-WTP WATERLINE REPLACEMENT	11/24/25	7,960.00	31-5408-2153
25-2002-03	ENGINEERING-S 4TH	11/24/25	1,641.00	31-5409-2153
25-2002-03	ENGINEERING-S 4TH	11/24/25	1,094.00	56-5560-2153
25-2003-01	ENGINEERING-MEADOWLARK LIFT STATION	11/24/25	2,257.50	32-5508-2153
25-2006-03	ENGINEERING-S 5TH LEAD WATER	11/24/25	1,860.00	31-5409-2153
25-2015-03	ENGINEERING-S DOWNTOWN UTILITIES	11/24/25	465.48	31-5409-2153
25-2015-03	ENGINEERING-S DOWNTOWN UTILITIES	11/24/25	976.41	32-5508-2153
25-2015-03	ENGINEERING-S DOWNTOWN UTILITIES	11/24/25	723.11	56-5560-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
25-2016-03	ENGINEERING-CLAY ST	11/24/25	1,445.40	31-5409-2153
25-2016-03	ENGINEERING-CLAY ST	11/24/25	665.76	32-5508-2153
25-2016-03	ENGINEERING-CLAY ST	11/24/25	808.84	56-5560-2153
25-2017-01	ENGINEERING-SHEEP MOUNTAIN WELL	11/24/25	12,507.50	31-5408-2158
25-2019-01	ENGINEERING-HOBBIT HOLE	11/24/25	1,695.00	31-5409-2153
Total CIVIL ENGINEERING PROFESSIONAL:			101,988.75	
CLERK OF DISTRICT COURT				
111425	PAYROLL DEDUCTION	11/14/25	473.36	10-20000226
112625	PAYROLL DEDUCTION	11/26/25	473.36	10-20000226
Total CLERK OF DISTRICT COURT:			946.72	
CLEVERPATH IT				
5101300	SOPHOS LICENSE AGREEMENT	11/01/25	90.00	10-5103-2120
Total CLEVERPATH IT:			90.00	
COMTRONIX				
7428157	ALARM MONITORING	12/01/25	147.15	10-5100-2156
Total COMTRONIX:			147.15	
CONVERSE COUNTY				
112525	JOINT JUSTICE EXPENDITURES	11/25/25	12,486.58	10-5111-8760
112525	JOINT JUSTICE EXPENDITURES	11/25/25	55,613.38	10-5111-8760
Total CONVERSE COUNTY:			68,099.96	
CONVERSE COUNTY CLERK				
111425	RECORDING-ORDINANCE	11/14/25	36.00	10-5100-3210
111425	RECORDING-RESOLUTION	11/14/25	21.00	10-5100-3210
111425	RECORDING-ORDINANCE	11/14/25	12.00	10-5100-3210
111425	RECORDING-RESOLUTION	11/14/25	192.00	10-5100-3210
112525	RECORDING FEES-COMMUNITY CENTER PLAT	11/25/25	225.00	10-5100-3210
2510-CCTS-01	INFORMATION TECHNOLOGY SERVICES	11/07/25	8,333.34	10-5103-2158
Total CONVERSE COUNTY CLERK:			8,819.34	
CONVERSE COUNTY SHERIFF				
102025	BOOKING FEES	10/31/25	157.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			157.50	
CORE & MAIN				
X780501	COMMUNICATION DEVICE	10/28/25	308.40	31-5403-3220
X998334	SENSUS COMMAND LINK	10/27/25	994.36	31-5403-3220
Y029790	CUTTING GREASE	10/31/25	103.50	31-5402-3210
Y059803	METERS	11/05/25	1,622.52	31-5403-3220
Y059803	METERS	11/05/25	1,530.48	31-5403-3220
Y059803	METERS	11/05/25	1,298.08	31-5403-3220
Y059803	GASKETS	11/05/25	96.00	31-5403-3220
Y059803	GASKETS	11/05/25	49.00	31-5403-3220
Total CORE & MAIN:			6,002.34	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
COWARDIN, AVERY				
101925	TRAVEL REIMBURSEMENT-IACP	10/19/25	21.91	10-5202-2123
277990	BOOT ALLOWANCE REIMBURSEMENT	11/01/25	99.00	10-5202-3233
Total COWARDIN, AVERY:			120.91	
COY, DEBRA J				
112725	JANITORIAL SERVICES	11/27/25	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
CROSS/M WILSON, J				
113025	CREDIT BALANCE REFUND	11/30/25	168.85	01-11750000
Total CROSS/M WILSON, J:			168.85	
DB EQUIPMENT LLC				
2087	FLOAT VALVE	11/08/25	115.00	34-5340-3210
2087	SERVICE CALL	11/08/25	195.00	34-5340-3210
Total DB EQUIPMENT LLC:			310.00	
DISPLAY SALES				
INV8717	WREATH	11/06/25	208.00	10-5304-3210
INV8825	STANDING BUCK DECORATION	11/11/25	520.00	10-5304-3210
INV8825	SILHOUETTE DOE DECORATION	11/11/25	385.00	10-5304-3210
INV8825	SHIPPING	11/11/25	480.00	10-5304-3210
Total DISPLAY SALES:			1,593.00	
DOUGLAS COMMUNITY CLUB				
112125-JASO	FUNDING ALLOCATION AGREEMENT	11/21/25	25,000.00	10-5110-8702
Total DOUGLAS COMMUNITY CLUB:			25,000.00	
DOUGLAS GROCERY				
2486	BOTTLED WATER	11/25/25	4.79	10-5100-3230
Total DOUGLAS GROCERY:			4.79	
DOUGLAS HARDWARE HANK LLC				
374441	BIT HOLDER	10/30/25	8.99	34-5340-3210
374441	TIRE VALVE	10/30/25	5.99	34-5340-3210
374441	U BOLT	10/30/25	18.36	34-5340-3210
374441	FASTENERS	10/30/25	2.40	34-5340-3210
374507	ZIP TIES	11/03/25	15.98	10-5100-3210
374507	ZIP TIES	11/03/25	9.59	10-5100-3210
374507	COMMAND STRIPS	11/03/25	6.99	10-5100-3210
374507	COMMAND STRIPS	11/03/25	6.99	10-5100-3210
374554	SCREWS	11/05/25	3.30	10-5305-3210
374579	WALL CLOCK	11/06/25	18.99	10-5302-3210
374580	GLOVES	11/06/25	14.99	31-5401-3210
374584	FLASHLIGHT	11/06/25	32.99	31-5403-3210
374603	DOOR HANDLE	11/07/25	19.99	10-5100-3210
374603	SCREWS	11/07/25	7.99	10-5100-3210
374614	CYLINDER PROPANE	11/07/25	6.99	32-5501-3210
374614	FASTENERS	11/07/25	7.29	32-5501-3210
374614	FASTENERS	11/07/25	19.49	32-5501-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
374714	BATTERY	11/13/25	12.99	10-5304-3210
374721	CABLE TIES	11/14/25	9.99	10-5305-3210
374721	TAPE	11/14/25	3.98	10-5305-3210
374754	CONNECTOR	11/17/25	4.59	10-5304-3210
374754	FLAG PLUG	11/17/25	2.39	10-5304-3210
374784	ADAPTER	11/18/25	2.99	10-5305-3210
374784	GROUND ADAPTERS	11/18/25	7.59	10-5305-3210
374784	BATTERY	11/18/25	8.99	10-5305-3210
374800	TAPE	11/19/25	9.99	10-5305-3210
374811	CABLE TIES	11/19/25	3.99	10-5304-3210
374811	FASTENERS	11/19/25	6.36	10-5304-3210
374828	FASTENERS	11/20/25	5.56	34-5340-3210
374828	FASTENERS	11/20/25	6.76	34-5340-3210
374828	FASTENERS	11/20/25	3.00	34-5340-3210
374828	FASTENERS	11/20/25	4.76	34-5340-3210
374915	GLOVES	11/25/25	18.99	10-5302-3210
Total DOUGLAS HARDWARE HANK LLC:			320.23	
ECOANALYSTS LLC				
6932	MICROCYSTINS	10/31/25	200.00	31-5401-3210
6932	CYLINDROSPREMOPSIN	10/31/25	220.00	31-5401-3210
6932	ANATOXIN-A	10/31/25	270.00	31-5401-3210
6932	MICROCYSTINS	10/31/25	200.00	31-5401-3210
6932	CYLINDROSPREMOPSIN	10/31/25	220.00	31-5401-3210
6932	ANATOXIN-A	10/31/25	270.00	31-5401-3210
Total ECOANALYSTS LLC:			1,380.00	
ENERGY LABORATORIES INC				
728021	WTP INTAKE RAW WATER QUARTERLY SAMPLES	08/13/25	2,572.00	31-5401-2158
728073	WTP OUTFALL SAMPLING	08/14/25	117.00	31-5401-2158
730188	WWTP EFFLUENT SAMPLING	08/22/25	66.00	32-5501-2158
730725	WTP OUTFALL SAMPLING	08/25/25	63.00	31-5401-2158
731734	WWTP EFFLUENT SAMPLING	08/28/25	66.00	32-5501-2158
738626	WTP INTAKE RAW WATER MONTHLY SAMPLES	09/25/25	863.00	31-5401-2158
742842	BOD SAMPLING	10/14/25	395.00	32-5501-2158
746470	WWTP EFFLUENT SAMPLING	10/29/25	66.00	32-5501-2158
746568	WTP INTAKE RAW WATER MONTHLY SAMPLES	10/29/25	866.00	31-5401-2158
748297	WWTP CELL #3 SAMPLING	11/06/25	66.00	32-5501-2158
748315	WATER SAMPLING	11/06/25	152.00	31-5401-2158
748316	WWTP EFFLUENT SAMPLING	11/06/25	66.00	32-5501-2158
750315	BOD SAMPLING	11/17/25	395.00	32-5501-2158
750316	TSS SAMPLING	11/17/25	180.00	32-5501-2158
Total ENERGY LABORATORIES INC:			5,933.00	
EV STUDIO				
AB25010.00-8	ARCHITECTURE SERVICES	10/31/25	2,500.00	41-5411-2158
AB25010.00-8	STRUCTURAL SERVICES	10/31/25	1,250.00	41-5411-2158
Total EV STUDIO:			3,750.00	
FIRE SUPPRESSION AUTHORITY				
2025-11	FUNDING ALLOCATION AGREEMENT	11/10/25	40,085.67	10-5111-8744
Total FIRE SUPPRESSION AUTHORITY:			40,085.67	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
FLOWPOINT ENVIRONMENTAL SYSTEMS INC				
SU10599	MAINTENANCE AGREEMENT	11/03/25	1,095.00	31-5402-2156
Total FLOWPOINT ENVIRONMENTAL SYSTEMS INC:			1,095.00	
FREEDOM MAILING SERVICE				
51688	UTILITY BILLING MAILING SERVICE	11/08/25	620.50	31-5400-2158
51688	UTILITY BILLING MAILING SERVICE	11/08/25	400.74	32-5500-2158
51688	UTILITY BILLING MAILING SERVICE	11/08/25	271.46	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,292.70	
GALLS LLC				
032854141	RETURN-SERVING SINCE LETTERS	10/15/25	17.72-	10-5202-3233
032962762	UNIFORM SHIRTS	10/27/25	234.84	10-5202-3233
032988623	UNIFORM PANTS	10/29/25	67.94	10-5202-3233
033052641	SERVING SINCE LETTERS	11/04/25	99.96	10-5202-3233
033064864	HOLSTER	11/05/25	76.98	10-5202-3233
033164926	RETURN SHIPPING LABEL	11/14/25	7.99	10-5202-3233
033166629	RETURN-UNIFORM PANTS	11/14/25	148.00-	10-5202-3233
Total GALLS LLC:			321.99	
GATHERING INC				
21	FUNDING ALLOCATION AGREEMENT	11/10/25	2,763.32	10-5110-8730
21	FUNDING ALLOCATION AGREEMENT	11/10/25	557.20	10-5110-8730
Total GATHERING INC:			3,320.52	
GH PHIPPS WYOMING LLC				
25JW093-4	DOUGLAS COMMUNITY CENTER	11/30/25	740,321.65	57-5571-6542
25JW093-4	RETAINAGE-DOUGLAS COMMUNITY CENTER	11/30/25	37,016.11-	57-20000210
Total GH PHIPPS WYOMING LLC:			703,305.54	
GOODYEAR TIRE & RUBBER CO				
177-1057752	RETURN-RETREAD TIRES	11/12/25	2,600.00-	34-5340-3210
177-1057753	TIRES	11/12/25	3,450.16	34-5340-3210
Total GOODYEAR TIRE & RUBBER CO:			850.16	
GRANITE TELECOMMUNICATIONS				
722245968	TELEPHONE SERVICES	11/01/25	181.83	10-5100-2134
722245968	TELEPHONE SERVICES	11/01/25	88.65	10-5301-2134
722245968	TELEPHONE SERVICES	11/01/25	177.24	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			447.72	
HAWKINS INC				
7257010	CYLINDERS	11/15/25	260.00	31-5401-3210
7262539	CHLORINE CYLINDER	11/18/25	343.26	31-5401-3210
7262539	CHLORINE CYLINDER	11/18/25	1,029.78	31-5401-3210
7262539	FREIGHT/FUEL	11/18/25	26.50	31-5401-3210
7262539	SULFUR DIOXIDE CYLINDER	11/18/25	1,373.04	32-5501-3210
7262539	SULFUR DIOXIDE CYLINDER	11/18/25	521.46	32-5501-3210
7262539	FREIGHT/FUEL	11/18/25	30.00	32-5501-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total HAWKINS INC:			3,584.04	
HDR ENGINEERING INC				
1200776808	WATER TREATMENT PLANT STUDY	11/21/25	8,616.00	31-5408-2158
Total HDR ENGINEERING INC:			8,616.00	
HOMAX OIL SALES INC				
0723924-IN	DIESEL	11/20/25	2,007.06	34-5340-3235
0723924-IN	WINTER ADDITIVE	11/20/25	30.99	34-5340-3235
0731480-IN	OIL	11/03/25	780.45	10-5302-3237
0731480-IN	DRUM DEPOSIT	11/03/25	25.00	10-5302-3237
0731480-IN	DRUM CREDIT	11/03/25	20.00	10-5302-3237
0732019-IN	DIESEL	11/07/25	2,136.23	34-5340-3235
0733065-IN	GREASE	11/18/25	287.70	31-5401-3210
CL36949	FUEL	10/31/25	111.98	10-5100-3235
CL36949	FUEL	10/31/25	51.45	10-5106-3235
CL36949	FUEL	10/31/25	58.29	10-5201-3235
CL36949	FUEL	10/31/25	2,342.74	10-5202-3235
CL36949	FUEL	10/31/25	398.55	10-5302-3235
CL36949	FUEL	10/31/25	1,464.31	10-5304-3235
CL36949	FUEL	10/31/25	1,933.20	10-5305-3235
CL36949	FUEL	10/31/25	249.76	10-5306-3235
CL36949	FUEL	10/31/25	140.27	31-5401-3235
CL36949	FUEL	10/31/25	756.17	31-5402-3235
CL36949	FUEL	10/31/25	58.76	31-5403-3235
CL36949	FUEL	10/31/25	140.25	32-5501-3235
CL36949	FUEL	10/31/25	756.12	32-5502-3235
CL36949	FUEL	10/31/25	1,867.02	33-5600-3235
CL36949	FUEL	10/31/25	249.04	34-5340-3235
CL36949	FUEL	10/31/25	132.60	10-5301-3235
Total HOMAX OIL SALES INC:			15,957.94	
INTERNAL REVENUE SERVICE				
111425	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/14/25	19,642.85	10-20000222
111425	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/14/25	26,058.53	10-20000223
111425	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/14/25	6,094.33	10-20000223
112125	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/21/25	1,341.55	10-20000222
112125	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/21/25	2,086.63	10-20000223
112125	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/21/25	488.00	10-20000223
112625	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/26/25	19,879.52	10-20000222
112625	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/26/25	25,674.06	10-20000223
112625	PAYROLL DEDUCTION-941 TAX DEPOSIT	11/26/25	6,004.42	10-20000223
Total INTERNAL REVENUE SERVICE:			107,269.89	
JENNER EQUIPMENT				
63679	WATER PUMP ASSEMBLY	11/12/25	242.45	10-5304-3210
63679	MOUNTING GASKET	11/12/25	8.89	10-5304-3210
63679	SHIPPING	11/12/25	16.54	10-5304-3210
Total JENNER EQUIPMENT:			267.88	
JERRYS WELDING SERVICE				
34817	TUBE	10/28/25	130.90	34-5340-3210
34817	CUTTING	10/28/25	25.00	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total JERRYS WELDING SERVICE:			155.90	
JKC ENGINEERING				
24-07-06	ENGINEERING-COMMUNITY CENTER	10/08/25	1,335.00	57-5571-2153
Total JKC ENGINEERING:			1,335.00	
JOE JOHNSON EQUIPMENT LLC				
PO3370	DIGGER NOZZLE	11/13/25	330.00	32-5502-3210
PO3370	NOZZLE	11/13/25	343.72	32-5502-3210
PO3370	FREIGHT	11/13/25	20.87	32-5502-3210
Total JOE JOHNSON EQUIPMENT LLC:			694.59	
JTL GROUP/DBA KNIFE RIVER, INC				
369684	ASPHALT	10/31/25	736.20	10-5305-2155
Total JTL GROUP/DBA KNIFE RIVER, INC:			736.20	
L N CURTIS & SONS				
INV1001240	BALLISTIC VEST	10/20/25	1,181.25	10-5202-3233
INV1001240	VEST CARRIER	10/20/25	129.00	10-5202-3233
Total L N CURTIS & SONS:			1,310.25	
LARAMIE PEAK HUMANE SOCIETY				
103125-TNR	FUNDING AGREEMENT ALLOCATION-TNR	10/31/25	2,300.43	10-5110-8734
2025.21-NOV	FUNDING ALLOCATION AGREEMENT	11/24/25	9,166.67	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			11,467.10	
LARAMIE RANGE WATER TREATMENT & PLUMBING				
LW32425047	BOTTLED WATER	11/24/25	16.00	34-5340-3210
LW32425047	DELIVERY	11/24/25	3.00	34-5340-3210
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			19.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100213259-OCT	SUBSCRIPTION FEE	10/31/25	112.55	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			112.55	
LOENBRO				
421697-33	CONDUIT/FITTINGS INSTALLATION-WLEA BOOSTER	10/10/25	2,068.77	31-5401-2155
421701-31	PROGRAMMING PLC-WLEA BOOSTER	10/10/25	615.00	31-5401-2155
421896-33	BRIDGE LIGHT REPAIR	10/17/25	1,050.00	10-5305-3210
422684-33	BRIDGE LIGHT REPAIR	11/10/25	2,150.20	10-5305-3210
Total LOENBRO:			5,883.97	
MAIN STREET DOUGLAS				
1013-OCT	FUNDING ALLOCATION AGREEMENT	11/03/25	488.35	10-5110-8748
1013-OCT	FUNDING ALLOCATION AGREEMENT	11/03/25	1,550.96	10-5110-8748
Total MAIN STREET DOUGLAS:			2,039.31	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
MASA				
111425	PAYROLL DEDUCTION	11/14/25	361.00	10-20000225
Total MASA:			361.00	
MERITAIN HEALTH				
112425	HEALTH INSURANCE PREMIUM	11/24/25	69,015.66	39-5390-1023
112425	ADMINISTRATION FEES	11/24/25	7,264.44	39-5390-1058
Total MERITAIN HEALTH:			76,280.10	
METLIFE				
111425	PAYROLL DEDUCTION	11/14/25	1,120.61	39-5390-1023
Total METLIFE:			1,120.61	
MIDLAND IMPLEMENT CO				
321690001	GEAR BOX ASSEMBLY	10/24/25	529.99	10-5304-3210
321690001	FREIGHT	10/24/25	30.80	10-5304-3210
323595001	ANIT-SCALP WHEEL	11/06/25	43.98	10-5304-3210
323595001	SPANNER TUBE	11/06/25	24.22	10-5304-3210
323595001	FREIGHT	11/06/25	23.46	10-5304-3210
Total MIDLAND IMPLEMENT CO:			652.45	
MISSION SQUARE RETIREMENT				
111425	Payroll Deduction	11/14/25	7,085.28	10-20000224
112625	Payroll Deduction	11/26/25	7,885.04	10-20000224
Total MISSION SQUARE RETIREMENT:			14,970.32	
MOTOROLA SOLUTIONS INC				
8282197977	VIDEO SYSTEMS	08/04/25	11,201.00	47-5470-6547
8282207559	BODY CAMS	08/14/25	2,323.20	10-5202-3220
8282222183	BODY CAM BATTERIES	08/04/25	330.00	10-5202-3220
Total MOTOROLA SOLUTIONS INC:			13,854.20	
MOUNTAIN STATES LITHOGRAPHING				
251512	MUNICIPAL COURT JUDGEMENT FORMS	10/28/25	233.00	10-5105-3210
Total MOUNTAIN STATES LITHOGRAPHING:			233.00	
NEUHARTH, DONNA SOLE/WILLIAM				
112625	CREDIT BALANCE REFUND	11/26/25	5.00	01-11750000
Total NEUHARTH, DONNA SOLE/WILLIAM:			5.00	
NEW YORK LIFE				
111425	PAYROLL DEDUCTION	11/14/25	525.60	39-5390-1023
Total NEW YORK LIFE:			525.60	
NORCO INC				
45004305	ALUMINUM BLADE	10/31/25	115.50	34-5340-3210
45146546	ROLL TOWEL	11/14/25	77.80	10-5305-3210
45146546	HAND SOAP	11/14/25	62.53	10-5305-3210
45146546	DELIVERY	11/14/25	19.50	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
45194938	BATH TISSUE	11/20/25	84.52	10-5305-3210
Total NORCO INC:			359.85	
ONE CALL OF WYOMING				
77427	UTILITY LOCATES	11/17/25	200.03	31-5402-2120
77427	UTILITY LOCATES	11/17/25	200.02	32-5502-2120
77428	UTILITY LOCATES	11/17/25	18.90	10-5304-2120
Total ONE CALL OF WYOMING:			418.95	
O'REILLY AUTOMOTIVE INC				
346854	INTERIOR PROTECTION	10/30/25	13.99	32-5501-3210
348753	MINI LAMP	11/14/25	18.10	10-5302-3210
348774	SPRAY PAINT	11/14/25	8.99	32-5502-3210
349496	RETURN-MINI LAMPS	11/20/25	16.29	10-5302-3210
350130	SPRAY GREASE	11/24/25	12.99	34-5340-3210
350130	ANITFREEZE	11/24/25	2.99	34-5340-3210
350130	ANITFREEZE	11/24/25	2.99	34-5340-3210
350130	MINI BULB	11/24/25	7.01	34-5340-3210
350130	LED MINI	11/24/25	13.36	34-5340-3210
350130	MINI BULB	11/24/25	7.01	34-5340-3210
350130	FUSE	11/24/25	5.52	34-5340-3210
350130	FUSE	11/24/25	5.52	34-5340-3210
350130	MINI BULB	11/24/25	7.01	34-5340-3210
350130	FLOOR DRY	11/24/25	75.96	34-5340-3210
350130	BRAKE CLEANER	11/24/25	41.88	34-5340-3210
350266	HEATER HOSE	11/26/25	7.92	10-5302-3210
Total O'REILLY AUTOMOTIVE INC:			214.95	
PARTSONE LLC				
66783	SOCKET	11/05/25	7.69	34-5340-3220
66783	SOCKET	11/05/25	8.79	34-5340-3220
67169	V-BELT	11/12/25	24.24	10-5304-3210
67189	ALTERNATOR	11/12/25	222.02	32-5502-3210
67189	CORE DEPOSIT	11/12/25	37.04	32-5502-3210
67232	FLAGS	11/12/25	31.80	10-5305-3210
67283	RETURN-ALTERNATOR	11/13/25	222.02	32-5502-3210
67283	RETURN-CORE DEPOSIT	11/13/25	37.04	32-5502-3210
67287	WRENCH SET	11/13/25	99.00	10-5302-3220
67311	AIR DRYER	11/14/25	83.80	10-5302-3210
67313	TEE	11/14/25	10.95	34-5340-3210
67313	COUPLING	11/14/25	32.16	34-5340-3210
67313	DRAIN VALVE WING HANDLE	11/14/25	15.95	34-5340-3210
67313	P-LOCK	11/14/25	17.85	34-5340-3210
67313	COUPLING	11/14/25	34.65	34-5340-3210
67313	ADAPTERS	11/14/25	14.82	34-5340-3210
67313	AIR LINE	11/14/25	5.52	34-5340-3210
67313	AIR LINE	11/14/25	57.00	34-5340-3210
67330	AIR LINE CONNECTOR	11/14/25	9.95	34-5340-3210
67682	DOOR LOCK ACTUATOR	11/20/25	145.78	10-5202-3210
67693	WHEEL	11/20/25	125.95	34-5340-3210
67859	WIPER BLADES	11/24/25	526.50	10-5202-3210
67859	WIPER BLADES	11/24/25	136.50	10-5305-3210
67859	WIPER BLADES	11/24/25	136.50	10-5304-3210
67859	WIPER BLADES	11/24/25	136.50	34-5340-3210
67859	WIPER BLADES	11/24/25	136.50	33-5600-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
67943	COUPLING	11/25/25	35.22	34-5340-3210
67943	ADAPTER	11/25/25	6.87	34-5340-3210
67943	INLINE Q/R	11/25/25	33.22	34-5340-3210
67943	AIR LINE	11/25/25	69.00	34-5340-3210
67957	AIR LINE REPAIR KIT	11/25/25	15.09	34-5340-3210
67957	SINGLE CHECK VALVE	11/25/25	11.80	34-5340-3210
68001	FUEL TREATMENT	11/25/25	539.40	10-5302-3237
Total PARTSONE LLC:			2,509.00	
PAYMENTECH				
111325	RECORD CREDIT CARD PROCESSING FEE	11/13/25	394.32	31-5400-2158
111325	RECORD CREDIT CARD PROCESSING FEE	11/13/25	254.66	32-5500-2158
111325	RECORD CREDIT CARD PROCESSING FEE	11/13/25	172.51	33-5600-2158
Total PAYMENTECH:			821.49	
PEASLEY & ARMSTRONG LLP				
2130	LEGAL SERVICES	11/11/25	4,322.00	10-5100-2151
2131	LEGAL SERVICES	11/11/25	3,735.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			8,057.00	
PTOLEMY GROUP INC				
12719	OFFICE 365	11/01/25	1,857.00	10-5103-2158
Total PTOLEMY GROUP INC:			1,857.00	
QUILL CORPORATION				
46384595	BADGE REELS	10/29/25	40.99	10-5100-3201
Total QUILL CORPORATION:			40.99	
RADAR SHOP INC, THE				
RS-13490	RADAR REPAIRS	08/27/25	272.40	10-5202-2155
Total RADAR SHOP INC, THE:			272.40	
RADDCO LLC				
118617	OIL FILTER	10/31/25	39.76	10-5302-3210
118721	PAINT	11/03/25	9.62	34-5340-3210
118721	PAINT	11/03/25	9.62	34-5340-3210
118721	OIL	11/03/25	59.99	34-5340-3210
118860	RETURN-BATTERY CORE	11/04/25	54.00	10-5202-3210
119110	OIL	11/07/25	29.99	10-5302-3210
119110	FUEL FILTER	11/07/25	15.79	10-5302-3210
119136	STOP LEAK	11/07/25	24.24	33-5600-3210
119137	OIL GUN	11/07/25	14.29	10-5302-3210
119388	SWITCH	11/13/25	13.77	34-5340-3210
119388	TOGGLE BOOT	11/13/25	13.38	34-5340-3210
119563	RECEIVER PIN	11/17/25	6.99	10-5305-3210
119585	OIL FILTER	11/17/25	6.68	10-5302-3210
119585	HYDRAULIC FILTER	11/17/25	24.14	10-5302-3210
119757	BATTERY W/ WARRANTY RETURN	11/19/25	3.46	10-5202-3210
119763	FUEL FILTER	11/19/25	66.12	10-5302-3210
119763	FUEL/WATER SEPARATOR	11/19/25	57.22	10-5302-3210
119766	FUEL FILTER	11/19/25	66.12	10-5302-3210
119766	OIL FILTER	11/19/25	4.00	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
119766	CABIN AIR FILTER	11/19/25	15.04	10-5302-3210
119766	OIL FILTER	11/19/25	16.80	10-5302-3210
119766	OIL FILTER	11/19/25	45.20	10-5302-3210
119766	LUBE FILTER	11/19/25	19.70	10-5302-3210
119766	OIL FILTER	11/19/25	16.80	10-5302-3210
119766	OIL FILTER	11/19/25	8.00	10-5302-3210
119766	AIR FILTER	11/19/25	33.21	10-5302-3210
119766	FUEL FILTER	11/19/25	19.69	10-5302-3210
119766	FUEL FILTER	11/19/25	40.84	10-5302-3210
119766	AIR FILTER	11/19/25	53.48	10-5302-3210
119766	FUEL FILTER	11/19/25	43.10	10-5302-3210
119766	OIL FILTER	11/19/25	27.86	10-5302-3210
119766	LUBE FILTER	11/19/25	39.76	10-5302-3210
119766	LUBE FILTER	11/19/25	10.40	10-5302-3210
119766	OIL FILTER	11/19/25	12.99	10-5302-3210
119766	LUBE	11/19/25	69.10	10-5302-3210
119766	FUEL/WATER SEPARATOR	11/19/25	28.61	10-5302-3210
119766	CABIN FILTER	11/19/25	29.79	10-5302-3210
119766	FUEL FILTER	11/19/25	81.75	10-5302-3210
119830	AIR FILTER	11/19/25	11.81	10-5302-3210
119830	CABIN FILTER	11/19/25	10.00	10-5302-3210
119832	WIPER BLADES	11/19/25	19.98	10-5202-3210
119857	SPRAY PAINT	11/20/25	19.56	34-5340-3210
119962	POWER WIRE	11/21/25	20.72	34-5340-3210
119968	WIRE LOOM CLAMPS	11/21/25	4.42	34-5340-3210
120067	FUEL TREATMENT	11/24/25	287.76	10-5302-3237
120231	OIL ABSORBANT	11/26/25	62.40	10-5302-3210
120231	LINE SET	11/26/25	16.49	10-5302-3210
Total RADDCO LLC:			1,476.44	
RAMSHORN CONSTRUCTION INC				
23-001-5	CITY HALL SITE IMPROVEMENTS	10/29/25	697.50	57-5570-6544
23-001-5	RETAINAGE RELEASE-CITY HALL SITE IMPROVEMENTS	10/29/25	25,999.75	57-20000210
24-018-7R	RETAINAGE RELEASE-N 2ND STREET IMPROVEMENTS	10/27/25	40,290.97	56-20000210
24-018-7R	RETAINAGE RELEASE-N 2ND STREET IMPROVEMENTS	10/27/25	17,683.24	31-20000210
Total RAMSHORN CONSTRUCTION INC:			84,671.46	
RDO EQUIPMENT CO				
P15190R4	SWITCH	10/31/25	552.50	10-5305-3210
P15190R4	SHIM	10/31/25	31.88	10-5305-3210
P15190R4	FREIGHT	10/31/25	39.20	10-5305-3210
Total RDO EQUIPMENT CO:			623.58	
ROCKY MOUNTAIN POWER				
111325	ELECTRICITY SERVICES	11/13/25	9,057.76	10-5100-2131
111325	ELECTRICITY SERVICES	11/13/25	164.01	10-5201-2131
111325	ELECTRICITY SERVICES	11/13/25	690.89	10-5301-2131
111325	ELECTRICITY SERVICES	11/13/25	1,517.68	10-5304-2131
111325	ELECTRICITY SERVICES	11/13/25	191.23	10-5306-2131
111325	ELECTRICITY SERVICES	11/13/25	276.04	10-5307-2131
111325	ELECTRICITY SERVICES	11/13/25	2,388.47	31-5401-2131
111325	ELECTRICITY SERVICES	11/13/25	1,084.27	31-5402-2131
111325	ELECTRICITY SERVICES	11/13/25	7,293.34	32-5501-2131
111325	ELECTRICITY SERVICES	11/13/25	752.59	32-5502-2131
111325	ELECTRICITY SERVICES	11/13/25	678.19	34-5340-2131

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ROCKY MOUNTAIN POWER:			24,094.47	
SAFEWAY STORES				
803526	HALLOWEEN CANDY	10/31/25	55.29	10-5202-3210
805367	HALLOWEEN CANDY	10/31/25	67.11	10-5202-3210
Total SAFEWAY STORES:			122.40	
SOUTHWEST VALVE & EQUIPMENT LLC				
45378B44352	SLUICE GATES	11/01/25	67,070.00	31-5408-6544
Total SOUTHWEST VALVE & EQUIPMENT LLC:			67,070.00	
TOP OFFICE PRODUCTS				
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	2.75	10-5106-2156
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	16.28	10-5106-2156
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	9.54	10-5301-2156
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	48.15	10-5301-2156
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	42.03	10-5100-2156
204396	COPIER MAINTENANCE AGREEMENT	10/27/25	247.35	10-5100-2156
Total TOP OFFICE PRODUCTS:			366.10	
UNITED STATES POSTAL SERVICE				
112625	POSTAGE	11/26/25	1,500.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			1,500.00	
VERIZON WIRELESS				
111325	CELLULAR SERVICE	11/13/25	20.02	10-5306-2134
111325	CELLULAR SERVICE	11/13/25	16.78	31-5402-2134
111325	CELLULAR SERVICE	11/13/25	33.56	32-5502-2134
111325	CELLULAR SERVICE	11/13/25	56.66	10-5102-2134
111325	CELLULAR SERVICE	11/13/25	16.78	31-5401-2134
Total VERIZON WIRELESS:			143.80	
VERMEER SALES AND SERVICE OF COLORADO				
10172951	DRUM SCREEN	10/28/25	680.28	34-5340-3210
10172951	SHIPPING	10/28/25	367.26	34-5340-3210
Total VERMEER SALES AND SERVICE OF COLORADO:			1,047.54	
VINTAGE RAILS RESTORATION				
112525	WINDOW REPAIRS	11/25/25	1,965.00	54-5540-2155
Total VINTAGE RAILS RESTORATION:			1,965.00	
VISA-CONVERSE COUNTY BANK				
003608	SCARECROW/SANTA DECORATIONS	11/03/25	29.96	10-5109-3210
003608	GINGERBREAD DECORATIONS	11/03/25	19.98	10-5109-3210
005818	TOTE	11/05/25	10.00	10-5100-3210
005818	TOTE	11/05/25	4.00	10-5100-3210
005818	TOTE	11/05/25	8.00	10-5100-3210
006120	56500 ICON	11/06/25	34.99	34-5340-3220
006120	SOCKET RAILS	11/06/25	23.88	34-5340-3220
006120	SOCKET RAILS	11/06/25	59.96	34-5340-3220

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
006120	ITC MEMBERSHIP	11/06/25	29.99	34-5340-3220
012368	LODGING-GOVERNORS BUSINESS FORUM	11/12/25	179.67	10-5101-2122
015694	MEAL-DRE TRAINING	10/15/25	26.65	10-5202-2123
0162344329617	TRAVEL-PATC WINTER CONFERENCE	10/29/25	465.97	10-5202-2123
016927	MEAL-DRE TRAINING	10/16/25	29.92	10-5202-2123
017818	MEAL-IACP	10/17/25	210.00	10-5201-2123
018031	MEAL-IACP	10/18/25	23.26	10-5201-2123
018125	MEAL-IACP	10/18/25	17.42	10-5201-2123
018263	MEAL-IACP	10/18/25	20.36	10-5202-2123
018898	MEAL-IACP	10/18/25	34.34	10-5201-2123
019166	LODGING-NATIONAL LEAGUE OF CITIES	11/22/25	842.64	10-5100-2123
019192	MEAL-IACP	10/19/25	23.31	10-5201-2123
019240	MEAL-IACP	10/19/25	33.10	10-5201-2123
019402	MEAL-IACP	10/19/25	35.00	10-5202-2123
019556	MEAL-IACP	10/19/25	28.51	10-5202-2123
019566	MEAL-IACP	10/19/25	36.29	10-5202-2123
020111	MEAL-IACP	10/20/25	27.60	10-5201-2123
020217-1	MEAL-IACP	10/20/25	20.50	10-5202-2123
020783	MEAL-IACP	10/20/25	28.00	10-5202-2123
021002	MEAL-IACP	10/21/25	29.91	10-5201-2123
021133	MEAL-IACP	10/21/25	20.50	10-5202-2123
021181	MEAL-IACP	10/21/25	27.60	10-5202-2123
021182	MEAL-IACP	10/21/25	10.76	10-5201-2123
021212	HEADPHONES	11/21/25	10.00	10-5100-3210
021217	CHRISTMAS TREE-FOYER	11/21/25	12.00	10-5100-3210
021217	ORNAMENTS	11/21/25	3.00	10-5100-3210
021217	COUNT DOWN SNOWMAN	11/21/25	5.00	10-5100-3210
021217	LIGHTS	11/21/25	3.00	10-5100-3210
021217	LIGHTS	11/21/25	3.00	10-5100-3210
021217	SNOWFLAKE LIGHTS	11/21/25	6.00	10-5100-3210
021217	CANNED SNOW SPRAY	11/21/25	6.00	10-5100-3210
021217	WOODEN SNOWMAN	11/21/25	2.00	10-5100-3210
021217	GINGERBREAD OUTDOOR STAKE	11/21/25	12.00	10-5100-3210
021217	WRAPPING PAPER	11/21/25	3.00	10-5100-3210
021217	CHRISTMAS LEANING SIGN	11/21/25	10.00	10-5100-3210
021498	FUEL-IACP	10/21/25	35.70	10-5202-2123
021756	MEAL-IACP	10/21/25	30.91	10-5201-2123
021916	MEAL-IACP	10/21/25	9.00	10-5202-2123
021973	MEAL-IACP	10/21/25	18.42	10-5202-2123
025407	MEAL-URA LUNCH	11/25/25	39.99	10-5100-2123
025407	MEAL-URA LUNCH	11/25/25	10.01	10-5100-2123
026320	SOCKET RAILS	11/26/25	64.95	34-5340-3220
028996	GIFT CARDS-DMS STUDENTS OF THE QUARTER	10/28/25	30.00	10-5202-3210
091525	STEALTH CAM SUBSCRIPTIONS	09/15/25	20.00	10-5202-3210
101525	STEALTH CAM SUBSCRIPTIONS	10/15/25	20.00	10-5202-3210
101625	LODGING-DRE TRAINING	10/16/25	124.89	10-5202-2123
101725	TRAVEL-IACP	10/17/25	20.74	10-5201-2123
101725-1	TRAVEL-IACP	10/17/25	20.99	10-5201-2123
101825	TRAVEL-IACP	10/18/25	21.25	10-5201-2123
101825-1	TRAVEL-IACP	10/18/25	13.14	10-5202-2123
101825-2	TRAVEL-IACP	10/18/25	14.94	10-5202-2123
101825-3	TRAVEL-IACP	10/18/25	10.31	10-5202-2123
101925	TRAVEL-IACP	10/19/25	10.60	10-5202-2123
101925-1	TRAVEL-IACP	10/19/25	13.16	10-5202-2123
102025	TRAVEL-IACP	10/20/25	12.78	10-5202-2123
102025-1	TRAVEL-IACP	10/20/25	13.08	10-5202-2123
102125	LODGING-IACP	10/21/25	847.36	10-5201-2123
102125-1	TRAVEL-IACP	10/21/25	13.64	10-5202-2123

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
102125-2	TRAVEL-IACP	10/21/25	10.79	10-5202-2123
111325	CREDIT-REWARD PROGRAM POINTS	11/13/25	315.03-	10-4100-1109
111-5131618	CHRISTMAS PENGUIN DECORATIONS	11/18/25	12.99	10-5100-3210
111-5131618	SOLAR LIGHTS	11/18/25	33.99	10-5100-3210
111-5131618	SHIPPING	11/18/25	6.99	10-5100-3210
111-5131618	COUPON	11/18/25	6.80-	10-5100-3210
111-5131618	COUPON	11/18/25	6.99-	10-5100-3210
111-5525856	KEYBOARD	10/28/25	27.99	10-5100-3210
111-5525856	STOP LIGHT	10/28/25	129.99	10-5100-3210
111-5525856	DISCOUNT	10/28/25	1.40-	10-5100-3210
111925	MEMBERSHIP-IIMC	11/19/25	195.00	10-5109-2120
112-4130965	FLOOR SWEEPER	10/30/25	95.90	34-5340-3210
112-4130965	PAINT	10/30/25	9.99	34-5340-3210
112-4130965	GRINDING CONE	10/30/25	19.99	34-5340-3210
112-4130965	PAINT	10/30/25	9.99	34-5340-3210
112-4130965	PAINT	10/30/25	9.99	34-5340-3210
112-4130965	PAINT	10/30/25	9.99	34-5340-3210
112-4130965	CLIPBOARD	10/30/25	26.99	34-5340-3210
112-4130965	EMERY CLOTH ROLL	10/30/25	19.98	34-5340-3210
112-4130965	GRINDING STONE	10/30/25	28.99	34-5340-3210
112-4130965	PAINT	10/30/25	39.96	34-5340-3210
112-4130965	STORAGE CLIPBOARD	10/30/25	23.72	34-5340-3210
112-4130965	SHARPIES	10/30/25	12.86	34-5340-3210
112-4130965	BAR CLAMP	10/30/25	35.99	34-5340-3210
112-4130965	FOLDERS	10/30/25	26.84	34-5340-3210
112-4130965	GRINDER WHEEL	10/30/25	16.20	34-5340-3210
112-4130965	GRINDER STONE	10/30/25	10.41	34-5340-3210
112-4130965	GRINDER WIRE WHEEL	10/30/25	13.99	34-5340-3210
114-3890200	UNIFORM SHIRTS	10/14/25	42.98	10-5202-3233
114-3890200	DISCS	10/14/25	82.96	10-5202-3210
114-4891647	EARPIECE WARRANTY	11/20/25	71.97	10-5202-3233
114-5370167	PAINT MARKERS	10/27/25	6.99	10-5302-3210
114-5370167	HIGHLIGHTERS	10/27/25	7.76	10-5302-3210
114-5370167	SHIPPING	10/27/25	6.99	10-5302-3210
114-5370167	DISCOUNT	10/27/25	5.11-	10-5302-3210
114-5988633	N-EAR FLEXO DYNAMIC EARPIECES	11/20/25	327.72	10-5202-3233
114-7622521	WHITEBOARD	11/12/25	239.99	10-5202-3210
114-8390624	MICRO SD'S	11/03/25	85.20	10-5206-3210
114-8785459	FLASH DRIVE	10/23/25	79.99	10-5302-3210
114-8785459	SHIPPING	10/23/25	6.99	10-5302-3210
150410068	MEAL-IACP	10/20/25	28.80	10-5202-2123
18153	MEAL-IACP	10/18/25	16.87	10-5202-2123
18683	MEAL-IACP	10/18/25	23.88	10-5202-2123
18988	MEAL-IACP	10/18/25	25.83	10-5202-2123
19579	MEAL-IACP	10/19/25	13.32	10-5201-2123
2002010949	AWARD RIBBONS	11/20/25	14.10	10-5202-3210
2002010950	AWARD RIBBONS	11/20/25	5.40	10-5202-3210
2111183923	BATTERY PACK	11/24/25	168.42	32-5502-3210
2188522	MEDALS	11/19/25	38.25	10-5202-3210
25736	BOTTLED WATER	11/25/25	19.96	10-5100-3230
25736	COUPON	11/25/25	1.00-	10-5100-3230
3362606959	LODGING-CSO TRAINING	11/15/25	878.85	10-5202-2123
3362606959-1	PARKING-CSO TRAINING	11/15/25	70.98	10-5202-2123
365263736	LODGING-WYOCMA MEETING	11/07/25	203.38	10-5101-2123
56	MEAL-IACP	10/19/25	29.80	10-5201-2123
75717	REGISGRATION-MENTAL HEALTH TRAINING	10/20/25	225.00	10-5202-2122
777649	BADGE/WALLET	11/06/25	40.95	10-5202-3233
835340115	MEAL-DRE TRAINING	10/15/25	14.87	10-5202-2123

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9727203526	TRAVEL-CSO TRAINING	10/30/25	422.98	10-5202-2123
ART	POSITION VACANCY	11/20/25	199.00	10-5100-2115
GNQWUJ	TRAVEL-CSO TRAINING	10/29/25	351.37	10-5202-2123
L11260781	MEMBERSHIP-IAPE	10/01/25	65.00	10-5202-2120
M1PM0CQ0	LODGING-PATC WINTER CONFERENCE	10/29/25	617.94	10-5202-2123
PC01694	SHIPPING	08/26/25	19.47	34-5340-3210
WM0822-112025-37	REGISTRATION-GRANT WRITING USA	11/07/25	495.00	10-5109-2122
WTP-3670760	DUTY HOLSTERS	10/08/25	1,259.79	10-5202-3210
Total VISA-CONVERSE COUNTY BANK:			10,584.87	
VISIONARY COMMUNICATIONS INC				
1490643	PHONE SERVICE	11/01/25	814.96	10-5100-2134
1495083	PHONE SERVICE	11/01/25	176.62	10-5103-2158
1526176	PHONE SERVICE	12/01/25	176.62	10-5103-2158
1537270	PHONE SERVICE	12/01/25	814.96	10-5100-2134
Total VISIONARY COMMUNICATIONS INC:			1,983.16	
WASTE OIL FURNACES				
3197	SURGE PROTECTOR	11/20/25	360.00	34-5340-2155
3197	SWITCH TEMP	11/20/25	93.98	34-5340-2155
3197	SWITCH TEMP	11/20/25	90.83	34-5340-2155
3197	FAN SWITCH SERVICE KIT	11/20/25	57.00	34-5340-2155
3197	LABOR-PARTS INSTALLATION	11/20/25	75.00	34-5340-2155
3197	MILEAGE	11/20/25	120.00	34-5340-2155
Total WASTE OIL FURNACES:			796.81	
WAYNE COLEMAN CONSTRUCTION				
22-066-11	CLEARFIELD BOOSTER STATION PROJECT	11/25/25	237,152.00	31-5409-6544
22-066-11	RETAINAGE-CLEARFIELD BOOSTER STATION PROJECT	11/25/25	11,857.60-	31-20000210
Total WAYNE COLEMAN CONSTRUCTION:			225,294.40	
WESTERN MUNICIPAL CONSTRUCTION OF WYO				
22-043-6	MIDDLE SCHOOL LIFT STATION	11/18/25	751,795.28	32-5508-6544
22-043-6	RETAINAGE-MIDDLE SCHOOL LIFT STATION	11/18/25	37,589.76-	32-20000210
Total WESTERN MUNICIPAL CONSTRUCTION OF WYO:			714,205.52	
WESTERN SKIES TECHNOLOGY				
25054	UNIT 222 UPFITTING	11/14/25	8,645.40	47-5470-6547
Total WESTERN SKIES TECHNOLOGY:			8,645.40	
WHEATLAND GARAGE DOOR LLC				
954	SERVICE CALL/LABOR	07/23/25	825.00	34-5340-2155
954	CABLE	07/23/25	177.10	34-5340-2155
954	LUBE	07/23/25	13.50	34-5340-2155
954	BRUSH SEAL	07/23/25	117.80	34-5340-2155
954	RETAINER FOR BRUSH SEAL	07/23/25	64.92	34-5340-2155
954	SCISSOR LIFT	07/23/25	250.00	34-5340-2155
954	ROLLERS	07/23/25	17.12	34-5340-2155
Total WHEATLAND GARAGE DOOR LLC:			1,465.44	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
WILLIAMS PORTER DAY & NEVILLE				
25038	LEGAL SERVICES-219 S 3RD ST	11/05/25	50.00	10-5100-2158
Total WILLIAMS PORTER DAY & NEVILLE:			50.00	
WW GRAINGER				
9661936105	RETURN-CLAMPS	10/02/25	1,052.10	32-5501-3210
9692126593	GATE HINGES	10/29/25	186.60	10-5304-3210
9692126593	HEATERS	10/29/25	257.44	10-5304-3210
9706710887	FLUSH VALVE/TOILET	11/10/25	1,193.20	10-5304-3210
9706710887	EXPANSION TANK	11/10/25	42.10	10-5304-3210
9706710887	BASKETBALL NET	11/10/25	13.94	10-5304-3210
9706710887	SHIPPING	11/10/25	30.00	10-5304-3210
9710902439	CONTROL PANEL LOCK OUT	11/13/25	11.76	34-5340-3210
9710902439	TRANSFER TANK	11/13/25	968.33	34-5340-3210
9710902439	SHIPPING	11/13/25	159.00	34-5340-3210
Total WW GRAINGER:			1,810.27	
WY ASSOC OF RURAL WATER USERS				
20491	REGISTRATION-RURAL WATER VIRTUAL CONFERENCE	10/31/25	49.00	31-5401-2122
20491	REGISTRATION-RURAL WATER VIRTUAL CONFERENCE	10/31/25	49.00	31-5401-2122
20491	REGISTRATION-RURAL WATER VIRTUAL CONFERENCE	10/31/25	49.00	31-5401-2122
Total WY ASSOC OF RURAL WATER USERS:			147.00	
WY CHILD & FAMILY DEV INC				
102025-OCT	FUNDING ALLOCATION AGREEMENT	10/31/25	416.67	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			416.67	
WY DEPT OF TRANSPORTATION				
154460	LOCAL SHARE OF PARTICIPATING EXPENDITURES	09/29/25	1,906.98	10-5305-2158
155170	LOCAL SHARE OF PARTICIPATING EXPENDITURES	11/03/25	35.80	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			1,942.78	
WY MACHINERY COMPANY				
CRP08742938	CREDIT-CORE RETURN	11/13/25	211.21	34-5340-3210
PO8688353	BUCKET WEAR PLATE KIT	10/01/25	690.12	34-5340-3210
PO8724773	FUEL TRANSFER PUMP	10/30/25	543.12	34-5340-3210
PO8724773	FUEL TRANSFER PUMP CORE	10/30/25	211.21	34-5340-3210
PO8724773	SHIPPING	10/30/25	10.86	34-5340-3210
PO8737426	BUCKET WEAR PLATE KIT	11/08/25	690.12	31-5402-3210
PO8742937	A/F DIAPHRAM	11/13/25	4.85	34-5340-3210
PO8744541	SHIPPING	11/14/25	7.61	10-5304-3210
PO8747759	SEAT BASE CUSHION	11/18/25	380.39	10-5304-3210
Total WY MACHINERY COMPANY:			2,327.07	
WY RETIREMENT SYSTEM				
111025	Payroll Deduction	11/10/25	113,212.67	10-20000224
Total WY RETIREMENT SYSTEM:			113,212.67	
WY STATE DISBURSEMENT CENTER				
111425	Payroll Deduction	11/14/25	34.90	10-20000226
112625	Payroll Deduction	11/26/25	34.90	10-20000226

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WY STATE DISBURSEMENT CENTER:			69.80	
WYODAK ENERGY SERVICES LLC				
24-050-4	WWTP AIR HEADER REPLACEMENT PROJECT	11/17/25	78,005.09	32-5507-6544
24-050-4	RETAINAGE-WWTP AIR HEADER REPLACEMENT PROJECT	11/17/25	3,900.25	32-20000210
24-050-5R	RETAINAGE RELEASE-WWTP AIR HEADER REPLACEMENT PR	11/21/25	35,795.58	32-20000210
Total WYODAK ENERGY SERVICES LLC:			109,900.42	
XPRESS BILL PAY				
111325	RECORD PAYMENT PROCESSING FEE	11/13/25	463.34	31-5400-2158
111325	RECORD PAYMENT PROCESSING FEE	11/13/25	299.25	32-5500-2158
111325	RECORD PAYMENT PROCESSING FEE	11/13/25	202.72	33-5600-2158
Total XPRESS BILL PAY:			965.31	
YELLOWSTONE BANK				
22-043-6	RETAINAGE-MIDDLE SCHOOL LIFT STATION	11/18/25	37,589.76	32-20000210
Total YELLOWSTONE BANK:			37,589.76	
YOUTH DEVELOPMENT SERVICES				
111925-NOV	FUNDING ALLOCATION AGREEMENT	11/19/25	1,666.67	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.67	
Grand Totals:			2,970,819.06	

Approved By _____
City Manager

Date _____



Agenda Item Report

City Council – December 8, 2025

Item

Proclamation: Wreaths Across America (5 minutes)

Responsible Staff Contact

Recommendation

Executive Summary

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

Attachments

1. 2025 Wreaths Across America Day

Proclamation

WHEREAS, Wreaths Across America coordinates wreath-laying ceremonies at Arlington National Cemetery, as well as at more than 5,600 additional locations in all 50 states, at sea and abroad; and

WHEREAS, the mission of Wreaths Across America is to remember the fallen, honor those who serve, and teach our children the value of freedom; and

WHEREAS, Wreaths Across America has chosen “Live With Purpose” as its 2025 theme to encourage everyone to make sure every day is meaningful and to Live With Purpose; and

WHEREAS, Clelland Commandery #12, Knights Templar is the local sponsor of Wreaths Across America; and

WHEREAS, Saturday, December 13, 2025, has been designated by Wreaths Across America as the date for these wreath laying ceremonies to occur;

NOW, THEREFORE, I, Kim Pexton, Mayor of the City of Douglas, Wyoming, do hereby proclaim Saturday, December 13, 2025, as:

Wreaths Across America Day

I encourage all Compatriots to join with Clelland Commandery #12, Knights Templar and the more than two million volunteers and supporters of Wreaths Across America and other patriotic, community, and veteran’s organizations, on Saturday December 13, 2025, to participate in wreath-laying ceremonies and activities and find individual ways to LIVE WITH PURPOSE in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of Douglas, Wyoming, to be affixed this 8th day of December 2025.

ATTEST:

Kim Pexton, Mayor

Devon Litzsinger, City Clerk



Agenda Item Report

City Council – December 8, 2025

Item

Water Update: Ben Jordan (10 Minutes)

Responsible Staff Contact

Recommendation

Executive Summary

Background

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

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Fund/Department
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Anticipated Amount

Action Requested/Recommended Motion

Attachments

1. Update 1 Page - 20251202
2. Water Projects Matrix 20251202

WATER MATTERS

Presented by Ben Jordan - Updated December 2025

December 2025

1. Level I Master Plan

- a. Final report for staff review expected early in December.
- b. Critical to eligibility of funding through the WWDC.

2. Sheep Mountain Well #1 Pumping Equipment

- a. On-site assessment completed in mid-November.
- b. Defective harmonic filter on power supply causing elevated amperage in well motor.
- c. Install new controls, pump, motor to consistently produce 1,200 gpm (1.73 MGD).
- d. Keep existing drive equipment as backup in the event of lightning issues.
- e. Costs estimate is \$650,000.
- f. Replace flow control valve in Chalk Buttes control building. Existing valve is failing, resulting in inability to control flows in Sheep Mountain well system (\$60,000 cost).

3. Raw Water System

- a. Held discussions with WWDC staff regarding funding options and availability.
 - i. New tank projects are eligible for grant funding.
 - ii. Sizing and purpose critical part of WWDC review.
 - iii. New tanks are Level 4 priority with WWDC funding.
 - iv. Raw water projects are Level 9 priority with WWDC funding and there will likely be little available funding.
 - v. City will need to consider alternate funding or self-funding.
- b. Apply for new tank funding or self-fund.

4. Water Treatment Plant Evaluation

- a. City in receipt of HDR memorandum.
- b. Initial results meeting held in City November 21, 2025.
- c. Options for plant intake upgrades, pre-treatment, and primary treatment.
- d. Options included reuse of existing WTP building, but physical assessment needed.
- e. Recommend pilot plant testing and visiting similar water plants.
- f. Memo did not present reconnaissance-level costs or schedule.
- g. Presentation to Council in January 2026.

5. Non-Tributary Wellfield

- a. Held discussions with WWDC staff regarding funding options and availability.
- b. Grant funding eligibility dependent on recommendations of Level I Master Plan.
- c. Total of 10 landowners being contacted for access discussions.
- d. Focus on most favorable and reasonable locations for more immediate use by the City.
- e. Will regularly update Council on progress.

6. Funding “Big Picture”

- a. Review Level I Master Plan upon receipt.
- b. Analyze various funding options for recommended improvements and rank priorities.
- c. Distill water rate increases for priority projects and develop firm plans for implementation. Important near-term priority for senior City staff.
- d. Water rates adjustment analysis needed for various projects.

7. Go / No Go

- a. Continuing Go - No Go analysis.
- b. Sheep Mt Well work in Spring 2026 will increase summer capacity by ~ 150 gpm.
- c. In light of drought-related uncertainty, coordinate significant new development with existing and planned system capacity.
- d. Continue monitoring of snowpack and spring flows (drought impacts).
- e. Consider summer watering schedule.

CITY OF DOUGLAS - WATER PROJECTS OPTIONS
DECEMBER 2025

Project	Sheep Mountain Well Upgrade	Raw Water System	Water Treatment Plant	Non-Tributary Wellfield
Description	Replace well pump & controls to increase capacity, replace flow control valve in Chalk Buttes station	River intake, pump, new tank, pipeline	Rehab or replace treatment plant	Wellfield with transmission line
Capacity (MGD)	1.44	0.54	2.0 - 3.0 Depending on pre-treatment configuration	0.79
Benefits	Immediately available, low cost	Separate from potable water, limited treatment, removes some peaking demands	Increase reliability, good peaking source	Year-round supply, non-tributary to North Platte River
Challenges	Contractor scheduling, aquifer recharge	Funding options & aligning water installation with capital projects	Schedule, funding, construction of new WTP may limit use of existing plant, likely seasonal operation	Access & easements, uncertain water quality, high cost per MG of capacity
Concept-Level Capital Cost	\$710,000	Tank - \$6.18 million Pump, water lines, etc. - \$4.9 million	\$25 - \$40 million (Very preliminary estimate, assuming use existing building)	\$22 - 25 million
Funding Source(s)	Self-fund	Tank - WWDC or self fund Pump & water lines - USDA RUS, market loan, or SLIB	DWSRF	Well - WWDC Additional wells, transmission, etc. - DWSRF
Likely Schedule	2026 – Fund & implement	2026 - ID tank site, preliminaries & apply to WWDC or self fund. Apply for pump & water line funding. 2027 to 2028 - Begin constructing new tank & rehab existing tank for raw water 2029 - 2030 - Raw water system completed.	2026 – Pilot testing 2027 – Apply for DWSRF funding. 2030 to 2031 - WTP online	2026 – Access negotiations & apply for GW grant. 2027 to 2028 – Drill & test first well. 2028 - Apply for DWSRF funding. 2030 - Water available from wellfield.
Short-Term Benefit / Cost^	Pending	Pending	Pending	Pending
Long-Term Benefit / Cost^	Pending	Pending	Pending	Pending

^ Values are pending based on updated cost estimates and water rate adjustments.



Agenda Item Report

City Council – December 8, 2025

Item

Lifesaving Award: Corporal Dowd and Officer Johnson (5 Minutes)

Responsible Staff Contact

Recommendation

Executive Summary

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

Attachments

None



Agenda Item Report City Council – December 8, 2025

Item

Update: Power Outages & City Operations (5 Minutes)

Responsible Staff Contact

Recommendation

Executive Summary

Background

Power Outages: Nov29&30, 2025

Cause: Emergency Damage Repair (**Rocky Mountain Power:** Request Tracking #: 7530563)

Location of Outage:

Issue: Generator at City Hall failed to operate.

Impact: File Server at City shut down due to lack of power. File Server operates not only computer services, but also telephonic services at public works. As a result, services were offline during weekend. PW reported outage at 7am on Monday Dec01, and IT had restored full services before 8am that same day.

Corrective Action: The issue with the generator was traced to a failure of the automatic voltage regulator (AVR). It is possible that the prior major outage contributed to this failure through power spikes, although a defective component cannot be ruled out. The generator operates on natural gas and, provided the fuel supply is not interrupted, is capable of running continuously for several days if necessary. The AVR issue has been corrected, and the generator's voltage output is now within the proper specifications. Based on the technician's assessment, this appears

Power Outage: Nov13, 2025

Cause: Emergency Damage Repair (Request Tracking #: 7530563)

Location of Outage:

ISSUE - Dispatch radios failed during portions on power outage. **CORRECTIVE ACTION –** Install manual bypass, test transfer switches

ISSUE – 2 of 3 WyoLink Servers failed. **CORRECTIVE ACTION –** Recommend

generator backup at statewide WyoLink server locations

ISSUE – Unable to get fuel for patrol vehicles. **CORRECTIVE ACTION** – Coordination with CCSO and Road and Bridge for generator or manual pump at bulk facility

ISSUE – Limited outlets on Generator Power. **CORRECTIVE ACTION** - Explore generator, infrastructure wiring

ISSUE – Some Cell phone towers failed – **CORRECTIVE ACTION** – To Emergency Management to have been an isolated event and not a common or recurring problem, and there is no identified reason the generator cannot be relied upon going forward.

Note: With both power outages, none of the critical water and wastewater infrastructure was affected. Both plants and all lift stations and booster stations have backup generators that functioned as designed. The only building that was out of power during both power outages and did affect operations during the first outage was Public Works. This caused the shut-down of the building and left everything in the dark, including any repairs that the shop was tasked to do. This outage also caused the transfer station to close due to the operations of the garage doors.

Gas Leak: Nov.18, 2025 - Approximately 3:33 p.m. – 7:28 p.m

Deficiencies: The line was not marked by the utility company(Black Hills Energy)

Cause: Contractor hit a gas service line with a mole.

Impact: Coordinated response with Douglas Police Department, Douglas Fire Department, Black Hills Energy, Emergency Management, City of Douglas Public Works. Evacuation area determined and area cordoned off - 700 block of S. 7th and S. 8th. Emergency Management prepared PSA and shared by DPD. Chief Byerly notified City Manager Cox at 4:57 p.m. Public works requested to deliver barricades to relieve officers at intersection. Barricades delivered immediately relieving some officers for other calls. Rec Center identified as relocation point for displaced homeowners.

Deficiencies: Residents with pets unable to relocate with pets. CORRECTIVE ACTION – currently exploring

Repair: The line was repaired by Black Hills Energy

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**Attachments**

None



Agenda Item Report City Council – December 8, 2025

Item

Ordinance 1059: Franchise Agreement: Mountain West Technologies "MWT" (15 Minutes)

Responsible Staff Contact

JD Cox

Recommendation

Executive Summary

This ordinance grants Mountain West Technologies a non-exclusive telecommunications franchise to construct, operate, and maintain hardwire (fiber) facilities in the City's rights-of-way, under City standards and oversight. It establishes a clear legal framework, protects public infrastructure, and aligns with Wyoming law on how franchise fees may be applied.

Expected City Benefits:

- **Downtown connectivity:** Extends fiber through key downtown corridors as part of initial build-out.
- **Public Works connection:** Connects the Public Works Building from Clay Street to North 3rd.
- **City Hall connection:** Connects City Hall along North 4th from Antelope Bridge.
- **Future flexibility:** Positions the network to support additional community anchors as build-out continues.

UPDATE – Franchise Fees (Plain Language):

Under Wyoming law, Douglas may charge a **5% franchise fee only on the "old-school" phone portion of service (local phone calls), not on internet service.** This matches how the City treats other similar providers, so all are handled consistently.

Background

This ordinance authorizes a non-exclusive telecommunications franchise with Mountain West Technologies to support the build-out of a modern fiber network in Douglas while protecting the City's legal, financial, and infrastructure interests. Mountain West is permitted to construct, operate, and maintain hardwire (not wireless) telecommunications facilities within City rights-of-way, subject to City standards and oversight. The ordinance modernizes the City's approach to telecommunications in the right-of-way and aligns with state and federal law.

Franchise fee:

The ordinance provides for a 5% franchise fee, but only on the telephonic portion of Mountain West's services (local exchange/phone service), consistent with Wyoming law. The City does not collect a franchise fee on internet access revenues. This approach aligns with how Douglas treats other similar providers, including Visionary. Plain language: Douglas can charge 5% on the "old-school" phone part of the service, but not on internet service, so all providers are treated consistently under the same rules.

Standard municipal practice:

Under Wyoming law and typical municipal practice, private utilities and communications providers must obtain a franchise or similar authorization before they construct and maintain facilities in the public rights-of-way.

Review and public process:

The ordinance reflects that the City has reviewed Mountain West's technical capacity, financial condition, legal qualifications, and character, and has considered its plans in a public proceeding with notice and an opportunity to be heard.

Public interest finding:

Based on that review, the City has determined that the proposed franchise is consistent with existing City laws and regulations and that granting it is in the public interest.

Key structural elements:

The franchise defines a 15-year initial term, with two optional 10-year renewals, providing long-term stability while still allowing future Councils to review performance and legal changes at renewal points. It formalizes a long-term framework that gives both the City and Mountain West predictability while preserving the City's regulatory authority and enforcement tools.

Risk management for the City:

Mountain West must indemnify the City for claims arising from its negligent acts, maintain appropriate insurance (including liability and workers' compensation), and follow City standards when disturbing or restoring streets and rights-of-way. This reduces risk to taxpayers and protects public assets.

Compliance and enforcement tools:

The ordinance establishes procedures for addressing alleged non-compliance, including

notice, an opportunity to cure, and potential franchise revocation after a public hearing. It allows amendments if laws change and explicitly preserves the City's sovereign immunity and home-rule authority.

Strategic benefits and context:

Beyond the legal framework, the franchise is strategically important for Douglas. It enables the creation of a resilient fiber backbone interconnecting key municipal facilities—such as City Hall, Public Works, the Landfill, SCADA sites, and future community anchors—and provides a platform for secure data services, operational redundancy, and future “smart city” applications. Partnering with a “307 First” locally owned provider encourages additional private investment in fiber infrastructure that can improve service quality for residents and businesses and support long-term economic diversification. The framework also supports a stable, lawful revenue stream from eligible telephonic services and better long-term management of City connectivity costs.

Why this framework is needed / why now:

As providers extend fiber and hardwire networks, Douglas needs a modern, enforceable framework that:

- **Protects public assets:** Ensures construction and maintenance are done to City standards and reduces long-term impacts on streets and utilities.
- **Ensures fair value:** Converts private use of public rights-of-way into transparent, auditable compensation and clear obligations for the community, within the limits of Wyoming law.
- **Reduces future conflict:** Clarifies expectations and responsibilities now, rather than negotiating case-by-case disputes after facilities are already in the ground.

Net effect:

The franchise positions Douglas to support modern telecommunications infrastructure while maintaining strong stewardship of public space, fiscal responsibility, and long-term community benefit.

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

Attachments

1. Ordinance 1059

ORDINANCE NO. 1059

AN ORDINANCE GRANTING A FRANCHISE TO MOUNTAIN WEST TECHNOLOGIES, INC. ON BEHALF OF ITSELF AND ITS OPERATING AFFILIATES ("MOUNTAIN WEST") TO OPERATE AND MAINTAIN A HARDWIRE TELECOMMUNICATIONS SYSTEM ("SYSTEM" OR "THE SYSTEM") IN THE CITY OF DOUGLAS, WYOMING ("CITY" OR "THE CITY").

The City hereby ordains that it is in the public interest to grant Mountain West a Franchise to operate a hardwire (not wireless) System pursuant to the terms and conditions contained herein.

FINDINGS

In review of Mountain West Technologies, the City of Douglas, Wyoming makes the following findings: Mountain West's technical ability, financial condition, legal qualifications, and character were considered and approved in a full public proceeding after due notice and a reasonable opportunity to be heard; Mountain West's plans for operating the System were considered and found adequate and feasible in a full public proceeding after due notice and a reasonable opportunity to be heard; and The Franchise granted to Mountain West by the City complies with the existing laws and regulations of the City of Douglas, Wyoming.

Section 1.) Grant of Franchise. The City hereby grants to Mountain West the non-exclusive right, privilege and authority to construct, maintain, operate, upgrade, adjust, protect, support, raise, lower, disconnect, remove and relocate its cables, poles, wires, conduits, conductors, pipes and related appurtenances ("Facilities") for its System in, under, along, over and across the present and future streets, roadways, highways, avenues, courts, lanes, alleys, sidewalks, rights of way and similar public areas of the City ("Rights-of-Way"), for the purpose of providing telecommunications services to the City's inhabitants, hereinafter "the Franchise" or "Franchise." The Franchise area is defined as the area within the legal boundaries of the City.

Section 2) Acceptance by Mountain West. Within sixty (60) days after the passage of this Ordinance by the City, Mountain West shall file a signed copy thereof with the City clerk, otherwise the Ordinance and the rights granted herein shall be null and void.

Section 3) Term. The term of this Franchise commences upon the passage of this Ordinance and continues in full force and effect for fifteen (15) years ("Initial Term"). At least thirty (30) days prior to the expiration of the Initial Term, Mountain West shall notify City of its intent to terminate the Franchise or it may elect to extend this Franchise for two (2) additional ten (10) year periods ("Renewal Term"). The Initial Term and Renewal Term may be collectively referred to as "Term." The City will not unreasonably refuse to extend the Franchise for two (2) additional ten (10) year periods if Mountain West is in compliance with the terms of this Ordinance and applicable law, and the compensation terms are acceptable to both parties. The Term shall be specifically subject to the Provisions of Term (Section 20) set forth below.

Section 4) Franchise Fee. From and after the date of Mountain West's acceptance of this Ordinance and until its expiration, Mountain West will pay to the City five percent (5%) of Mountain West's Gross Revenue (as defined in Appendix A hereto). Payment shall be made annually within sixty(60) days after the last day of the calendar year for which the payment applies during the Term of this Franchise.

Section 5) Records Inspection. Mountain West shall make available to the City, upon reasonable advance written notice of no less than sixty (60) days, such information pertinent only to enforcing the terms of this Ordinance in such form and at such times as Mountain West can reasonable make available. Subject to applicable laws, any information that is provided to the City and/or that the City reviews in camera is confidential and proprietary and shall not be disclosed or used or any purpose other than verifying compliance with the terms of this Ordinance. Any such information provided to the City shall

be immediately returned to Mountain West following review. The City will not make copies of such information.

Section 6) Non-Exclusive Franchise. The right to use and occupy the Rights-of-Way of the City shall be non-exclusive, and the City reserves the right to use the Rights-of-Way for itself or any other entity. The City, however, shall not unreasonably interfere with Mountain West's Facilities or the rights granted Mountain West herein.

Section 7) City Regulatory Authority. The City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens and their properties consistent with applicable Federal and State law.

Section 8) Indemnification. Mountain West is required, and by the acceptance hereof, agrees to fully indemnify, defend, hold harmless, protect and save the City, its council, manager, officers, employees and agents, harmless from and against all damage, lawful claims and demands, and from any and all loss, liability, cost or expense, necessarily incurred as a result thereof, arising out of any negligent act or omission of Mountain West in the construction, removal, maintenance, operation, replacement, inspection or repair of the Facilities or in the use and operation thereof, including but not limited to attorneys' fees and costs incurred. Mountain West shall at all times comply with any lawful present or future ordinances, rules or regulations of the City relating to the manner of occupation or use, or to the repair or improvement of said streets and property. The City shall: (1) give prompt written notice to Mountain West of any claim, demand, or lien with respect to which the City seeks indemnification hereunder; and (b) permit Mountain West to assume the defense of such claim, demand, or lien. Mountain West shall not be subject to liability for any settlement made without its consent. Notwithstanding the other provisions contained herein, Mountain West shall in no event be required to indemnify the City for any claims, demands, or liens arising from the negligence or wrongful actions or inactions of the City, its officials, boards, commissions, agents, contractors and/or employees.

Section 9) Insurance Requirements. Mountain West will maintain in full force and effect for the Term of the Franchise, at Mountain West's expense, a comprehensive liability insurance policy written by a company authorized to do business in the State of Wyoming protecting it against liability for loss, personal injury, and property damage occasioned by the operation of the Facilities by Mountain West. Such insurance will be in an amount not less than \$1,000,000 per occurrence. Mountain West will also maintain Workers' Compensation coverage throughout the Term of this Franchise as required by state law. Mountain West shall issue a certificate of insurance to the City annually upon its renewal.

Section 10.) Plan. Design. Construction and Installation of Mountain West's Facilities.

- 10.1)** All Facilities under authority of this Ordinance shall be used, constructed, and maintained in accordance with applicable law.
- 10.2) Maps.** Mountain West shall file as-built maps and/or drawings with the City, in a form reasonably prescribed by the City, including electronic formats that can be imported into the City's Geographical Information System ("GIS"). Mountain West shall provide as-built maps and/or drawings to City staff, when specifically requested, that are accurate to within three (3) feet. Initial Facilities plans shall be filed within thirty (30) days of the effective date of this Ordinance and shall be updated upon completion of any significant additions to Mountain West's Facilities in the City. Information, if confidential, shall be marked as such and maintained as confidential as permitted under applicable law.
- 10.3)** Mountain West shall, prior to commencing new construction or major reconstruction work in Rights-of-Way or other public places, apply for a permit from the City, which permit shall not be unreasonably withheld, conditioned or delayed, and for which all required permit fees shall be imposed. Mountain West will abide by all applicable ordinances and reasonable rules, regulations and requirements of the City consistent with applicable law, and the City may inspect the manner of such work and require remedies as may be reasonably necessary to assure compliance. Notwithstanding the foregoing, Mountain West shall not be obligated to obtain a permit to perform emergency repairs to its Facilities.

- 10.4)** To the extent practical and consistent with any permit issued by the City, all Facilities shall be located so as to cause minimum interference with the Rights-of-Way and shall be constructed, installed, maintained, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City. Mountain West's installation, construction, operation, or maintenance of the Facilities shall not interfere with or hinder the City's installation, construction, maintenance, or operation of any public works, public improvements, or other publicly-owned facilities or systems. To the extent practical, Mountain West shall confer with City on the location of all Facilities placed within the Rights-of-Way prior to installation.
- 10.5)** If, during the course of work on its Facilities, Mountain West causes damage to or alters the Rights-of-Way or other public property, Mountain West shall replace and restore such Rights-of-Way or public property at Mountain West's sole cost and expense to the condition that existed immediately prior to such damage or alteration and to the satisfaction of the City of Douglas. In addition, any asphalt that is replaced cannot be bagged pothole mix. In the event the City is required to repair the damage Mountain West shall pay all costs incurred including, but not limited to, the wages of the City's employees.
- 10.6)** Mountain West shall have the right to excavate the Rights-of-Way subject to reasonable conditions and requirements of the City. Before installation of new underground facilities or replacing existing underground facilities, each shall first notify the other party of such work and allow the other party, at its own expense, to share the trench for laying of its own facilities therein, provided that such action will not unreasonably delay project completion.
- 10.7)** Nothing in this Ordinance shall be construed to prevent the City from constructing, maintaining, repairing, or relocating its sewers, streets, water mains, sidewalks, or other public property. However, before commencing any work within a Rights-of-Way that may affect Mountain West's Facilities, the City shall give written notice to Mountain West, and all such work shall be done, insofar as practicable, in such a manner as not to obstruct, injure, or prevent the free use and operation of Mountain West's Facilities.
- 10.8)** In areas where all other utility lines are placed underground Mountain West shall construct and install its Facilities underground. In areas where one or more public utilities are aerial, Mountain West may construct and install its Facilities aerially, or above ground Mountain West shall notify the City at least five (5) working days before construction or installation starts.
- 10.9)** Mountain West shall not attach to, or otherwise use or commit to use, any pole owned by the City until a separate pole attachment agreement has been executed by the parties.

Section 11.) Relocation of Facilities.

- 11.1)** Relocation for the City. Mountain West shall, upon receipt of advance written notice of not less than sixty (60) days, protect, support, adjust, raise, lower, temporarily disconnect, relocate, or remove any Mountain West property located in Rights-of-Way when required by the City consistent with its police powers. Mountain West shall be responsible for any costs associated with these obligations.
- 11.2.)** Relocation for a Third Party. Mountain West shall, at the request of any person holding a lawful permit issued by the City, protect, support, adjust, raise, lower, temporarily disconnect, relocate or remove any Mountain West property located in the Rights-of-Way, provided that the cost of such action is borne by the third party requesting it, and Mountain West is given advance written notice of not less than sixty (60) days. In said situation, Mountain West will require advance payment of the costs.
- 11.3)** Alternatives to Relocation. Mountain West may, after receipt of written notice requesting a relocation of Facilities, submit to the City written alternatives to such relocation. Such alternatives shall include the use and operation of temporary transmitting facilities in adjacent Rights-of-Way
- 11.4)** The City shall promptly evaluate such alternatives and advise Mountain West in writing if one or more of the alternatives are suitable. If requested by the City, Mountain West shall promptly submit additional information to assist the City in such evaluation. The City shall give each alternative proposed by Mountain West full and fair consideration. In the event the City determines there is no reasonable alternative, Mountain West shall relocate the components of the System as otherwise provided herein. Notwithstanding the foregoing, Mountain West shall in all cases have the right to abandon the Facilities.

Section 12.) Vegetation Management. Mountain West shall have the authority, but not the obligation, to trim trees and other natural growth in the Rights-of-Way in order to access and maintain its Facilities in

compliance with applicable law and industry standards. This right shall in no way impose a duty on Mountain West; instead, this right gives permission to Mountain West should Mountain West elect to conduct such activities from time-to-time in order to access and maintain its Facilities.

Section 13.) Renewal. At least one hundred twenty (120) days prior to the expiration of this Ordinance, Mountain West and the City shall either agree to extend the Term or use best faith efforts to renegotiate a replacement Franchise agreement.

Section 14.) Revocation of Franchise for Non-Compliance.

In the event the City believes that Mountain West has not complied with the terms of this Ordinance, the City shall informally discuss the matter with Mountain West. If these discussions do not lead to resolution of the problem, the City shall notify Mountain West in writing of the exact nature of the alleged noncompliance.

- 14.1)** Mountain West shall have (30) days from receipt of the written notice described in subsection **14.2)** to either respond to the City, contesting the assertion of non-compliance, or otherwise initiate reasonable steps to remedy the asserted non-compliance issue, notifying the City of the steps being taken and the projected date that the steps will be completed.
- 14.3)** In the event that Mountain West does not comply with subsection **14.2**, above, the City shall schedule a public hearing to address the asserted non-compliance issue. The City shall provide Mountain West at least thirty (30) days prior written notice of and the opportunity to be heard at the hearing.
- 14.4)** Subject to applicable federal and state law, in the event the City, after the hearing set forth in subsection **14.3**, determines that Mountain West is non-compliant with this Ordinance, the City may:
- (A) Seek specific performance of any provision which reasonably lends itself to such remedy, as an alternative to damages; or
 - (B) Commence an action at law for monetary damages or equitable relief; or
 - (C) In the case of substantial non-compliance with a material provision of the Ordinance, seek to revoke the Franchise in accordance with subsection **14.4**, below.
- 14.5)** Should the City seek to revoke the Franchise after following the procedures set forth above, the City shall cause to be served upon Mountain West, at least ten (10) days prior to such public hearing, a written notice specifying the time and place of such hearing and stating its intent to revoke the Franchise. At the designated hearing, the City shall give Mountain West an opportunity to state its position on the matter, after which the City shall determine whether or not the Franchise shall be revoked.

The City may, at its sole discretion, take any lawful action which it deems appropriate to enforce its rights under this Ordinance in lieu of revocation.

14.6) Notwithstanding the foregoing provisions in this **Section 15**, Mountain West does not waive any of its rights under applicable law.

Section 15.) No Waiver of Rights. Neither the City nor Mountain West shall be excused from complying with any of the terms and conditions contained herein by any failure of the other, or any of its officers, employees or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions. Each party expressly reserves any and all rights, remedies, and arguments it may have at law or equity, without limitation, and to argue, assert, and/or take any position as to the legality or appropriateness of any provision in this Ordinance that is inconsistent with federal or state law, as may be amended.

Section 16.) Transfer of Franchise. Mountain West's right, title or interest in the Franchise shall not be sold, transferred or assigned, or otherwise encumbered without notice to the City, except when said sale, transfer, assignment, or encumbrance is to an entity controlling, controlled by, or under common control with Mountain West, or for transfers in trust, by mortgage, by other hypothecation, or by assignment of any rights, title or interest of Mountain West in the Franchise or Facilities to secure indebtedness provided the City before any sale, transfer or assignment must consent. The City cannot unreasonably withhold its consent.

Section 17.) Amendment. At any time during the Term of the Franchise, the City, through its governing body, or Mountain West, may propose an amendment or addendum to this Franchise by giving thirty (30) days written notice to the other of the proposed amendment or addendum desired, and both parties thereafter, through their designated representatives, will, within a reasonable time, negotiate in good faith in an effort to agree upon mutually satisfactory amendment. No amendment may be adopted without mutual written agreement of the Parties.

Section 18.) Force Majeure. Mountain West shall not be held in default under, or in non-compliance with, the provisions of this Ordinance, nor suffer any enforcement or penalty relating to non-compliance or default (including revocation of the Franchise), where such non-compliance or alleged faults occurred or were caused by riot, war, earthquake, flood, unusually severe rain or snow storm, tornado or other catastrophic act of nature or judicial order or regulation or fiber cut or other damage or event that is reasonably beyond Mountain West's ability to anticipate or control. This provision also covers work delays caused by waiting for utility providers to service or monitor its utility poles on which Mountain West's Facilities and/or equipment is attached, as well as unavailability of materials and/or qualified labor to perform the work necessary and delays caused by limited access to easements, poles or streets.

Section 19.) Provisions of Term. If, after the effective date of this Ordinance, should there be any enactment or promulgation of any federal or state law, regulation or order, or a decision of a court of competent jurisdiction that significantly changes Mountain West's or the City's rights or obligations under this Ordinance, or that pertains to any of the terms or provisions herein, including, but not limited to, the imposition, payment, collection or treatment of the franchise fees payable hereunder, then Mountain West and the City, by providing written notice to the other party, each shall have the right to request that affected portions of this Ordinance be amended or that there be an addendum hereto. The parties shall commence good-faith negotiations within sixty (60) days of such notice and endeavor to conclude such negotiations within ninety (90) days. Any amendment or addendum agreed to by the parties shall become effective upon the passage and acceptance of such amendment or addendum. In the event that an amendment or addendum cannot be agreed upon pursuant to the terms of this section, either the City or Mountain West may file an action with any court or agency with competent jurisdiction to conform the Franchise to the new law, regulation or order.

Section 20.) Notices. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by a communication in writing and shall be deemed to have been received (a) upon personal delivery or actual receipt thereof or (b) within two (2) business days after such notice is deposited with the United States Postal Service, postage prepaid, certified, and addressed to the parties as set forth below:
The City of Douglas 101 N. Fourth St.
P.O. Box 1030
Douglas, WY 82633

Mountain West Technologies, Fiber Administrator 851 Werner Court, Suite 100 Casper, WY 82601

Section 21.) Publication Costs: Mountain West shall pay all publication costs associated with the adoption of this ordinance.

Section 22.) Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority, including any federal or state regulatory authority having jurisdiction thereof, or unconstitutional, illegal or invalid by any court of common jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the Term of the Franchise or any renewal or renewals thereof.

Section 23.) Sovereign Immunity/Governmental Claims. The City does not waive its sovereign immunity or its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement. Any actions or claims against the City

under this Agreement must be in accordance with and are controlled by the Wyoming Governmental Claims Act, W.S. 1-39-101 et seq. (1977) as amended.

Section 24.) Interpretation. The Parties hereto agree that (i) the laws of Wyoming shall govern this Agreement; (ii) any questions arising hereunder shall be construed according to such laws; and (iii) this Agreement has been negotiated and executed in the State of Wyoming and is enforceable only in the courts of Wyoming and the Eighth Judicial District.

Section 25.) Entire Agreement. This Ordinance contains the full, complete, and integrated statement of each and every term and provision agreed to by and among the Parties and supersedes any prior writings or agreements (written or oral) between or among the Parties, which prior agreements may no longer be relied upon for any purpose. This Ordinance shall not be orally modified in any respect and can be modified only by the written agreement of the Parties and subsequent amendment of this Ordinance as required by law.

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

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, 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.

Devon Litzsinger, City Clerk

ORDINANCE NO. 1065

AN ORDINANCE AMENDING SECTION 8.08.010 FIREWORKS PROHIBITIONS

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:

8.08.010 Prohibitions of the Douglas Municipal Code is hereby repealed and amended to read as follows:

(A) *Definitions*. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AERIAL CONSUMER FIREWORKS. Legal consumer fireworks including, but not limited to sky rockets, bottle rockets, roman candles, reloadable shell devices, mortar type fireworks, and any airborne open flame, including sky lanterns.

ILLEGAL CONSUMER FIREWORKS. Any fireworks that do not comply with the U.S. Consumer Product Safety Commission (C.F.R. Title 16~Commercial Practices, Part 1507), effective December 25, 2020, and that are enumerated in the American Pyrotechnics Association Inc., Standard 87-1A, B, and/or C, and/or Wyoming Statute § 35-10-201.

LEGAL CONSUMER FIREWORKS. Novelty consumer or aerial consumer fireworks designed primarily to produce visible effects by combustion, that must comply with the construction, chemical composition, and labeling regulations promulgated by the U.S. Consumer Product Safety Commission (C.F.R. Title 16~Commercial Practices, Part 1507), effective December 25, 2020 and that are enumerated in the American Pyrotechnics Association Inc., Standard 87-1, and/or Wyoming Statute § 35-10-201. All other fireworks would be considered illegal.

NOVELTY CONSUMER FIREWORKS. Non-aerial fireworks limited to, sparklers, smoke devices, snakes, snappers, party poppers, ground-based sparklers, and fountains up to 500 grams.

MODEL ROCKET ENGINE. A commercially manufactured, nonreusable rocket propulsion device constructed of a nonmetallic casing and solid propellant wherein all of the ingredients are self-contained so as not to require mixing or handling by the user. The propellant charge may not exceed two and two-tenths ounces [62.37 grams] per engine. Use of such engine is not banned under this code.

(B) *Use Regulation.*

(1) It shall be unlawful for any person to shoot, discharge, or explode, or cause to be shot, discharged, or exploded, any Aerial Consumer Fireworks, Illegal Consumer Fireworks, or Legal Consumer Fireworks in the city except for Novelty Consumer Fireworks. Novelty Consumer Fireworks shall only be discharged within city limits in areas other than public streets, sidewalks, parks, grounds, or within the downtown business district of the city. The discharge of Novelty Consumer Fireworks shall be allowed, in accordance with state law, between the hours of 9:00 a.m. and 11:59 p.m. on July 4th and December 31st. Any police officer of the City shall be authorized to seize, take and remove, at the expense of the violator, all Aerial Consumer Fireworks, Illegal Consumer Fireworks, or Legal Consumer Fireworks, excepting Novelty Consumer Fireworks, in the possession of the violator.

(2) Nothing in this section shall prohibit the use of a public display of fireworks in the city, provided that the provisions of Douglas Municipal Code § 8.08.020 are followed.

(C) *Sale Regulation*

(1) It is unlawful for any person to barter, sell or give away to any person within the city any firecracker or other form of fireworks other than clearly defined novelty fireworks as defined in this Code and/or in Wyoming Statute § 35-10-201.

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

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, 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.

Devon Litzsinger, City Clerk

DRAFT



Agenda Item Report

City Council – December 8, 2025

Item

Change Order #2: Clearfield Booster Station Cleanup

Responsible Staff Contact

John Harbarger, John Stearns, Josh Oberlander

Recommendation

Recommend to accept change order #2 in the amount of \$30,367.36 bringing the final contract price to \$2,053,857.70.

Executive Summary

The Clearfield Booster Station is the original station and is outdated. This project consists of total replacement of the station, including all pumping equipment, all internal piping, SCADA and a new generator that the station did not have for any emergency power outages.

During construction, there were some underground conflicts that interfered with the proposed alignments of the piping, which resulted in the use of additional fittings. The misalignment that is referred to is due the fact that the underground piping was not in the location that was expected. The original plans did not specify the exact location, so during design of the new station it was estimated that all the piping would align. This was not the case, so extra fittings had to be used in order to align the existing piping to the new. This was an in the field decision in order to get the job completed. In the case of Park Drive, the original plans was to install a new PRV valve and after the construction started, staff had concerns that with a new PRV, it would have to be in a vault that would have the potential of flooding. After some discussion, staff preferred a butterfly valve, thus no concerns with flooding of a vault. By doing so, this would require extra fittings. In total, the contractor used 6 additional fittings from what was originally bid. Regarding asphalt though, although the contractor made every effort to minimize the asphalt replacement, the existing roadway is in poor condition and, simply put, was unsuitable for clean cutting. In addition, the additional work at Park and Richards as well as at Mesa and Cheyenne required more asphalt and concrete than originally planned. These locations have alligatored and, while trying to cut the asphalt, it just crumbled away. Because of this happening, the original planned asphalt had to be added in order to meet up with the existing asphalt, thus resulting in more asphalt. This decision was also made in the field. This total extra asphalt is 116 sq yards of asphalt. These two items make up the large majority of this change order but, unfortunately, unavoidable. These extra costs was discovered during the totaling of final quantities at the end of the project.

With these additional items, a cleanup change order is required to clean up the final contract price. This project was budgeted over a 2-year span with \$1.4M in 2024 and an additional 1.2M in 2025 with a total overall budget of 2.6M.

Background

This station is the original station built at the time Clearfield subdivision was built in the 70's. It is outdated and has had numerous repairs over the past years. This station pumps water from the system to the Clearfield tank, thus providing proper water pressure for the subdivision, including fire protection in the area.

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 31-5840-2153
Project/Line Item(s) Clearfield Booster Station
Budgeted Amount \$2,600,000
Anticipated Amount \$2,053,857.70

Action Requested/Recommended Motion

Move to accept change order #2 and authorize the city manager to sign all associated documents.

Attachments

1. CO 2 Clean Up_Patial Execution



Memorandum

Date: November 19, 2025
To: John Harbarger, JD Cox
Cc: John Stearns, Caleb Coleman

From: Alan Corey, CEPI
WO #: 22-066
Subject: Clearfield Booster Station Replacement Project - Change Order No. 2
Contract Cleanup

Enclosed is Change Order No. 2 for your review and approval. This additive change order balances the bid quantities to the final installed quantities. Several items overran their original contract quantities, most notably the ductile iron fittings and the 4" asphalt over 8" grading "W" base course.

During construction of the Clearfield Booster Station, the contractor unexpectedly encountered existing underground infrastructure that conflicted with the proposed utility alignments. As a result, additional 12" ductile iron fittings were required to route the new piping around the existing utilities. Additional work at the Park Drive and Richards Street intersection also contributed to the increased fitting quantities.

Regarding the asphalt, the existing roadway surface was in poor condition. Although the contractor attempted to minimize asphalt replacement, numerous areas around the construction site were unsuitable for clean cutting, resulting in additional removal and replacement. In total, these overruns amount to \$30,367.36, with the largest portion attributed to the increased quantity of ductile iron fittings.

The total additive cost associated with this change order is \$30,367.36. The contractor has also requested additional contract time due to delays outside their control and is requesting a 21-calendar-day extension. CEPI has thoroughly reviewed the contractor's costs and final quantities and confirmed that the installed quantities are accurate and the associated costs appropriate. With this change order, the new contract price for the Clearfield Booster Station is \$2,053,857.70. The revised completion dates are November 5 and November 21, 2025, respectively.

Please contact me with any questions.

Thanks!

CITY OF DOUGLAS
CHANGE ORDER

NO. 2 _____

PROJECT: Clearfield Booster Station Replacement Project DATE OF ISSUANCE: 11-19-2025
OWNER: City of Douglas
CONTRACTOR: Wayne Coleman Construction, INC
ENGINEER: Civil Engineering Professionals, Inc

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

Description: This change order balances the installed quantities and the bid quantities in addition to adding time to the contract

Attachments:

CEPI spreadsheet, Contractor CO request, Memo, this form

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$2,010,307.00	Original Contract Time: Substantial Completion: October 15, 2025 Final Completion: October 31, 2025
Cost of Previous Change Orders: \$13,183.34	Net change from previous Change Orders (days): 0
Contract Price prior to this Change Order: \$2,023,490.34	Contract Time Prior to this Change Order: Substantial Completion: October 15, 2025 Final completion: October 31, 2025
Net Increase Decrease of this Change Order: \$30,367.36	Net Increase Decrease of this Change Order: Substantial = 21 calendar days Final = 21 calendar days
Contract Price with all approved Change Orders: \$2,053,857.70	Contract Time with all approved Change Orders: Substantial completion: November 5, 2025 Final completion: November 21, 2025

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: Bonnie Lerma
Contractor

BY: Alan C. Gony
Engineer

BY: _____
Owner

Clearfield Booster Station Replacement Project
Change Order - 2 Contract Cleanup
WAYNE COLEMAN CONSTRUCTION

Schedule A - Asphalt										
			Current Contract as CO No. 01			CO No. 02			Total Quantity Difference	Total Cost Difference
Item	Description	Unit	Quantity	Unit Cost	Total Cost	Quantity	Unit Cost	Total Cost		
1	Mobilization and Bonds	LS	1.00	\$ 191,362.00	\$ 191,362.00	1.00	\$ 191,362.00	\$ 191,362.00	0.00	\$ -
2	Demlition and Removal	LS	1.00	\$ 36,000.00	\$ 36,000.00	1.00	\$ 36,000.00	\$ 36,000.00	0.00	\$ -
3	Earthwork and Site Preparation	LS	1.00	\$ 31,000.00	\$ 31,000.00	1.00	\$ 31,000.00	\$ 31,000.00	0.00	\$ -
4	Pump Station Building	LS	1.00	\$ 725,000.00	\$ 725,000.00	1.00	\$ 725,000.00	\$ 725,000.00	0.00	\$ -
5	Mechanical Equipment	LS	1.00	\$ 270,000.00	\$ 270,000.00	1.00	\$ 270,000.00	\$ 270,000.00	0.00	\$ -
6	Electrical and SCADA	LS	1.00	\$ 316,000.00	\$ 316,000.00	1.00	\$ 316,000.00	\$ 316,000.00	0.00	\$ -
7	PRV Replacment	LS	1.00	\$ 32,000.00	\$ 32,000.00	1.00	\$ 32,000.00	\$ 32,000.00	0.00	\$ -
8	12-inch DR18 PVC Waterline	LF	305.00	\$ 138.00	\$ 42,090.00	317.00	\$ 138.00	\$ 43,746.00	12.00	\$ 1,656.00
9	12-inch Fittings	EA	12.00	\$ 4,000.00	\$ 48,000.00	18.00	\$ 4,000.00	\$ 72,000.00	6.00	\$ 24,000.00
10	12-inch Gate Valves	EA	5.00	\$ 10,000.00	\$ 50,000.00	5.00	\$ 10,000.00	\$ 50,000.00	0.00	\$ -
11	Fire Hydrant Assembly	LS	1.00	\$ 29,000.00	\$ 29,000.00	1.00	\$ 29,000.00	\$ 29,000.00	0.00	\$ -
12	Connect to Existing Main	EA	2.00	\$ 17,500.00	\$ 35,000.00	2.00	\$ 17,500.00	\$ 35,000.00	0.00	\$ -
13	4-inch PVC Drain Pipe	LS	1.00	\$ 5,500.00	\$ 5,500.00	1.00	\$ 5,500.00	\$ 5,500.00	0.00	\$ -
14	Foundation Material	CY	25.00	\$ 85.00	\$ 2,125.00	25.00	\$ 85.00	\$ 2,125.00	0.00	\$ -
15	Select Backfill	CY	100.00	\$ 85.00	\$ 8,500.00	10.00	\$ 85.00	\$ 850.00	(90.00)	\$ (7,650.00)
16	6" Grading 'W' Base Course	SY	350.00	\$ 35.00	\$ 12,250.00	350.00	\$ 35.00	\$ 12,250.00	0.00	\$ -
17	Concrete Flatwork	SY	40.00	\$ 141.00	\$ 5,640.00	60.00	\$ 141.00	\$ 8,460.00	20.00	\$ 2,820.00
18	Concrete Sidewalk	LF	110.00	\$ 58.00	\$ 6,380.00	109.00	\$ 58.00	\$ 6,322.00	(1.00)	\$ (58.00)
19	Concrete Curb and Gutter	LF	110.00	\$ 62.00	\$ 6,820.00	110.00	\$ 62.00	\$ 6,820.00	0.00	\$ -
20	4" Asphalt / 8" Grading 'W' Base Course	SY	200.00	\$ 100.00	\$ 20,000.00	316.00	\$ 100.00	\$ 31,600.00	116.00	\$ 11,600.00
21	Chain Link Fencing	LF	195.00	\$ 152.00	\$ 29,640.00	181.00	\$ 152.00	\$ 27,512.00	(14.00)	\$ (2,128.00)

22	Irrigation Adjustment	LS	1.00	\$ 45,000.00	\$ 45,000.00	1.00	\$ 45,000.00	\$ 45,000.00	0.00	\$ -
23	Landscaping Repair	LS	1.00	\$ 29,000.00	\$ 29,000.00	1.00	\$ 29,000.00	\$ 29,000.00	0.00	\$ -
24	Traffic Control	LS	1.00	\$ 14,000.00	\$ 14,000.00	1.00	\$ 14,000.00	\$ 14,000.00	0.00	\$ -
25	Force Account	FA	20,000.00	\$ 1.00	\$ 20,000.00	20,127.36	\$ 1.00	\$ 20,127.36	127.36	\$ 127.36
CO1	Interior Painting Deduction	LS	1.00	\$ (885.00)	\$ (885.00)	1.00	\$ (885.00)	\$ (885.00)	0.00	\$ -
CO1		LS	1.00	\$ 14,068.34	\$ 14,068.34	1.00	\$ 14,068.34	\$ 14,068.34	0.00	\$ -
	SUBTOTAL - BID SCHEDULE A				\$ 2,023,490.34	\$ 2,053,857.70				\$ 30,367.36
	Contract Total		CO No. 1 Total		\$ 2,023,490.34	\$ 2,053,857.70			Total Difference	\$ 30,367.36



CHANGE ORDER REQUEST

WAYNE COLEMAN CONSTRUCTION, INC
PO Box 2440
Mills, Wyoming 82644
Phone: 307-265-3158 Fax: 307-265-3159
info@wcolemanconstruction.com

Date
November 14, 2025

Change Order #
25063-COR3

Change Order Total:	\$ 30,367.36
---------------------	--------------

Project: Clearfield Pump Station Reconstruction Project
Location: Douglas, WY

Contact: Alan Corey, CEPI
E-Mail: alan@cepi-casper.com

Phone: 307-266-4346

To: City of Douglas
PO Box 1030
Douglas, WY 82633

The Contractor is requesting the Owner to make the following changes regarding the above described project:

Item No.	Description	Units	Unit of Measure	Unit Price	Amount
1	Final Quantity Reconciliations detailed on page 2	1.00	LS	\$ 30,367.36	\$ 30,367.36
2	Change In Contract Time: Substantial Completion 10/15/25	21.00	DAYS	Substantial Completion: 11/05/25	
3	Change In Contract Time: Final Completion 10/31/25	21.00	DAYS	Final Completion: 11/21/25	
Change Order Total				\$	30,367.36

APPROVED BY OWNER/ENGINEER/CONTRACTOR:

City of Douglas

BY:

DATE:

APPROVED BY SUBCONTRACTOR:

Wayne Coleman Construction, Inc.

BY: *Caleb Coleman*

DATE: 11/14/2025

[illegible]



Agenda Item Report

City Council – December 8, 2025

Item

Community Enhancement Project Designation: Community Gas Funds (10 minutes)

Responsible Staff Contact

Recommendation

Executive Summary

Wyoming Community Gas has notified us that our earnings distribution for 2025 will be \$9,737.98 and requested we designate a project for these funds. These funds will be received around May 2026 and will be included in the FY2627 budget for expenditure. The Council may choose to dedicate the funds all to one project, or may also distribute those funds to a variety of projects that if Council deems will be most helpful.

Ideas for projects for the 2026 designation include:

- **Arts & Culture Mural Options:** \$200 for Smallest; \$1,000 Medium; \$500-1,000. Project(s) would be scaled to fit within the designated amount.
- **Douglas Mountain Shelter:** \$9,737.98. Would be added to another \$5,000 donation to go toward the overall cost of \$23,618,
- **City Hall Decorative Lighting:** \$2,200 (DIY).
- **Jackalope Square & Tree Lighting: Wood Pits, Water Dispensers for Hot Chocolate:** \$1,200
- **Downtown lighting & decorations:** Could use as much as is allocated.
- **Downtown music**

Background

Years ago, Wyoming Association of Municipalities worked to provide an option of choosing a natural gas supplier and the Choice Gas program and the Wyoming Community Gas Joint Powers Board were created.

The Choice Gas program allows residential and commercial customers to choose a natural gas supplier that best suits their situation and budget. Wyoming Community Gas is a not-for-profit joint powers board made up of member communities in the Choice Gas program area. Wyoming Community Gas has a contract with Constellation

Energy to supply gas to their customers. Money received by the Joint Powers Board varies depending on the usage of customers who have chosen Wyoming Community Gas through the Choice Gas program. These funds cover the small costs of operating the Joint Powers Board. As the funds received exceeded the costs, the Joint Powers Board discussed providing ways to give back to all the member citizens and decided to return the remaining funds to those communities for community enhancement projects with the stipulation that funds not be used for operations. The amount returned is based on the number of customers in each community who have chosen Wyoming Community Gas. Douglas's customers decreased from 1,143 in 2024 to 914 in 2025.

Annually, Wyoming Community Gas advises the member communities of the amount they will be receiving and requests the community provide them with the designation of a community enhancement project. The funds are typically received in May with the project being planned for the following budget year.

Prior Designations Include:

2025: Event Audio System \$641.98 and Picnic Shelter: Washington Park Preakness : \$11,521.96

2024: Picnic Shelter: Washington Park Belmont \$12,124.03

2023: Community Mural: \$10,449.06

2022: Jackalope Square & Park Improvements: \$14,992.94

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

I move to designate _____ as the Wyoming Community Gas Community Enhancement Project(s) for 2025.

Attachments

1. Douglas Mtn Shelter Cleary Building Proposal

2. City Hall Decorative Lighting
3. Jackalope Square & Tree Lighting
4. Arts&Culture Proposal



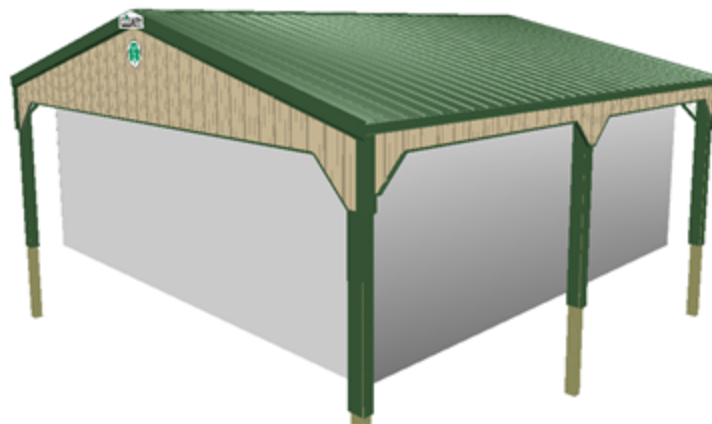
CALVIN VERBECK
Phone Number: (308) 635-3467
Email: CVerbeck@clearybuilding.com

9/29/2025
HAROIAN, ROSEMARY
Doc ID: 21104220250929145013

Cleary Buildings Project Estimate

Client Proposal - Erected

Project Name: HAROIAN, ROSEMARY
Site Address: 901 CENTER ST., DOUGLAS BILL, WYOMING 82633
Email: outdoorenthusiastsofcc@gmail.com
Cell Phone: (307) 359-0163





CALVIN VERBECK
Phone Number: (308) 635-3467
Email: CVerbeck@clearybuilding.com

9/29/2025
HAROIAN, ROSEMARY
Doc ID: 21104220250929145013

Protector Laminate 24' 0"x24' 0"x8' 4" with 7' 4" truss clearance from 100'-0" mark. (2 Bays at 12' o.c.)

Details:

Truss (Standard Lower Chord) with 3/12 roof pitch.
Default Ceiling Design: Not Designed to Support a Ceiling
Type Foundation: In Ground
Concrete Floor: Yes - Supplied by Cleary (Concrete not included unless otherwise noted in writing in the Additional Building Components section)
Open Endwall 1: Steel to the bottom of the truss, columns, girts, and treated plank are removed.
Open Endwall 2: Steel to the bottom of the truss, columns, girts, and treated plank are removed.
Roofline Wind Bracing
30 psf Roof Snow Load with 2"x6" Nested with Saddles 2' 0" inch on center purlins.

Exterior Finishes:

Roof/Siding: Premium Steel Panel
- Lifetime Film Integrity Warranty, 35 Year Fade and Chalk Warranty, and G-90 Galvanizing Up to 1.0 ounce of Zinc Protection.

Accessories:

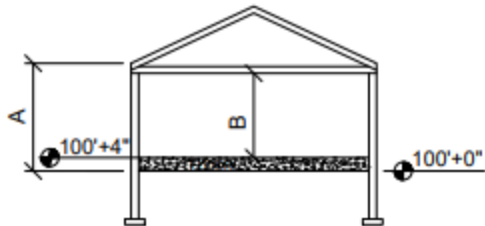
24' 0" of Standard Ridge Cap.
Side Wall Overhang: None on S1 & S2
End Wall Overhang: None on E1 & E2

2) - Open Wall Bay - All Bays - From 0' 0" to 24' 0" - J-Trim Included
Clearance Height: 7' 4"
Column Wrap: Steel Trim Column Wrap for 10' Clearance

Additional Building Components

Concrete Floor
Floor: 576sq'-4" (24'x24')
ADA compliant sidewalk: (approx: 8')
Excavating/Site Prep
Level and prep building pad

**Interior Clearances and Exterior Heights:
Building 1**



Standard Lower Chord Truss (SLC)

Interior Clearances:

"B"=Clearance from finished floor to bottom of truss: **7' 0"**
(Trusses not designed to support a ceiling)

Exterior Heights:

"A" = Actual Eave Height: **8' 4"**
Roof Peak Height: **11' 4"**
Roof Pitch: **3/12**

Top of concrete floor must be at 100'+4" for this foundation type. If thicker concrete floor is desired, the extra thickness will be below the 100'+0" mark.

Responsibilities

Temporary Services:

- Purchaser will provide electric power during construction.
- Seller will provide sanitary facilities.
- Seller to pile scrap for Purchaser use or disposal.

Permit

Purchaser shall timely obtain at Purchaser's cost all necessary and required permits and licenses for the construction contemplated by this Agreement.

Site

If Seller is unable to proceed with normal digging procedures (concrete, rocks, etc.), then the extra expense resulting from such condition(s) will be the obligation of the Purchaser and shall be paid to Seller upon request.

Access must be provided for unloading materials to the building material placement area which must be within 75 feet of the building pad – If greater than 75 feet, additional charges will be applied

Total Building Proposal Investment: \$23,618

- Includes material, labor, tax, delivery, warranties and builder's risk insurance.
- Please note this price is subject to change without notice.

Dumpster Option - NOT included in the project investment price above

Seller to place scrap in the dumpster and remove from site (Price subject to change based upon delivery and travel charges for the dumpster) **\$400**

Note: If Dumpster Option is not selected, Seller will pile scraps and packaging near building for Purchaser use or disposal.



CALVIN VERBECK
Phone Number: (308) 635-3467
Email: CVerbeck@clearybuilding.com

9/29/2025
HAROIAN, ROSEMARY
Doc ID: 21104220250929145013

1. Cleary Trained Crews
2. Workers Compensation and Builders Risk Insurance
3. Only National Builder debt free since 1985.
4. SteelWood University® - through our best-in-class in-house curriculum, we invest in our employees' education to have the premier team to provide you the best solution and the best service.
5. 99.0% Client Satisfaction
6. Fully staffed for concept, engineering and construction with just one point of contact for you.
7. Dedicated to your design with personal service specialized by our unique Shamrock Service Guarantee.
8. Best warranties in the industry with the financial strength to stand behind them.

Payment Terms

Payment Terms

Amount	Type	Percent	Description
\$4,724	Down Payment	20%	Upon the signing of the contract with CLEARY BUILDING CORP.
\$11,809	Delivery Payment	50%	Payment due upon first load of building materials. In the event that multiple loads of materials are required, due to the size of the building, the remaining materials will be shipped to the site as needed while the building is under construction
\$7,085	Final Payment	30%	Paid upon Completion and such payment to be delivered to the crew foreman of CLEARY BUILDING CORP.
\$23,618	Total Amount	100%	

TERMS OF PAYMENT: (1) If Contract Amount is \$50,000.00 or less, the terms of payment shall be as provided in the payment terms section above. (2) If Contract Amount is over \$50,000.00, the terms of payment shall be pursuant to the Bank Reference Form which is made a part of this Contract.

If the Purchaser fails to make a payment when due, Purchaser agrees to pay Cleary, upon demand, a delinquency charge equal to the lesser of three-quarter percent (.75%), or the highest rate allowed by law, of the delinquent amount per fifteen (15) days, from the date the delinquent amount is due, until the date it is paid.

Purchaser agrees not to send Seller payments marked "paid in full", "without recourse", or similar language. If Purchaser sends such a payment, Seller may accept it without losing any of Seller's rights under this Contract, and Purchaser will remain obligated to pay any further amount owed to Seller.

License numbers by state: VA #2705 123094A, MI #2102150963, MN #BC076522, IL #104.002640, AZ # ROC212050 Limit \$250,000, NM #86107 Limit \$1,000,000, NV #0042464 Limit \$4,000,000, OR # CCB 115247, WA # CLEARBC044NE, PA120833, WV # WV034562

This contract has not been reviewed for energy code compliance. Conformance to the International Energy Conservation Code (IECC) may necessitate additional costs not included in this contract.



CALVIN VERBECK

Phone Number: (308) 635-3467

Email: CVerbeck@clearybuilding.com

9/29/2025

HAROIAN, ROSEMARY

Doc ID: 21104220250929145013

This proposal and similar work hereunder are predicated on non-union (non-prevailing wage) labor. If union (prevailing wage) is required, the additional costs will be covered by the purchaser.

Building Proposal Investment is based upon paying with cash or check. If credit card payment is requested (MasterCard, Visa, Discover, or American Express), the purchaser waives the 3% cash or check discount that would be applied to the contract amount.

	7 Stones	Arrow Electric	DIY
Jellyfish Lighting	\$ 12,750.00		\$1,200.00
Jellyfish Controller	\$ 575.00		\$600.00
Jellyfish Power Supply	\$ 387.50		\$400.00
Jellyfish Warranty(s)	\$ -		
	\$ 13,712.50		\$2,200.00

Item	Quantity		Cost/Item	Total Costs
Firepits	5	\$	150.00	\$ 750.00
Water Warmers	3	\$	150.00	\$ 450.00
				<u>\$ 1,200.00</u>



Community Gas Funding

Arts & Culture Board of Trustees-Proposed Use

Any project can be scaled based on the amount of funding support.

Examples: \$250-garbage surrounds
 \$1,000-multiple community mural 4'x8' projects
 \$2,500-bigger community mural or small mural

“This is such a great idea, I don’t have to be an artist to paint like one.”



“My daughter had so much fun, we can’t wait for the next community mural.”

Community Mural

Our Community Mural idea garnered enthusiastic interest from the Casper Mural Project’s Board, who hope to replicate the project.



Public Murals

- Create Community Pride
- Enhanced Community Identity
- Fostering Social Connections:
- Encouraging Civic Engagement:
- Increase Economic Vitality
- Beautification
- Inclusion of the entire community



Agenda Item Report

City Council – December 8, 2025

Item

Appointments: Converse County Municipal & County Joint Powers Board

Responsible Staff Contact

Recommendation

Executive Summary

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

Attachments

None



Agenda Item Report

City Council – December 8, 2025

Item

Aid to Others Quarterly Report: Douglas Community Club & Golf Course

Responsible Staff Contact

Recommendation

Executive Summary

Background

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

SD Commitment
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Budget/Fiscal Impact

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Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Attachments

None



Agenda Item Report

City Council – December 8, 2025

Item

Minutes: Converse County Tourism & Promotions Board, October 2025; Planning & Zoning Commission, November 17, 2025

Responsible Staff Contact

Recommendation

Executive Summary

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
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Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Attachments

1. OCTOBER 2025 CCTPB meeting minutes

2. P&Z 20251117

**CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING**

Board members: Jane Garber (6/2026, At Large) (1st full term)
J.D. Cox (6/2026, Douglas) (1st full term)
Candace Benedetta (6/2025, Glenrock) (1st full term)
(6/2027, Douglas) (1st full term)
Victor LeGloahec (6/2028, County) (1st full term)
Vicki Widiker (6/2028, County) (1st full term)
John Rabun (6/2027, Douglas) (1st full term)
Gina Kron (6/2026, Glenrock) (partial)
Kris Mitchell (6/2027, County) (1st full term)

Date: October 28, 2025

Attendance Sheet:

Board Members

Jane Garber
Candace Benedetta
Victor LeGloahec
Kris Mitchell
Vicki Widiker

Guests

Cathy Feezer-Jones – CCTPB Administrator
Anna McClure – CCTPB Administrative Assistant
Courtney Hinds – Wyoming State Fair
Kota Provence – Wyoming State Fair
Jarred Robles – Wyoming State Fair
Jen Womack – Sagebrush Marketing
Glenn Gardner – Wyoming State Tourism -zoom
Jenn Rose – RRM/VC
Eber Rodriguez – Douglas Main Street
Kim Martin – Elevate Glenrock
Erin Wolfley – Elevate Glenrock
Heidi McCullough - CCHS

Call to order: Victor LeGloahec called the meeting to order at 5:34 p.m. and noted that a quorum was present.

Location: LaBonte Inn, Douglas

Previous Month's Minutes: Minutes from September 2025 presented. Motion to approve the minutes as presented was made by Candace Benedetta, seconded by Vicki Widiker. The motion carries.

Financial Report: Invoices paid in the amount of **\$45,860.51**. Motion to approve the financial report as presented was made by Kris Mitchell and seconded by Jane Garber. The motion carries.

A revised Fiscal Year 2026 Budget was presented that includes the board approved Railroad Museum/ Visitor Center funding. A motion to approve the revised budget was made by Jane Garber and seconded by Vicki Widiker. The motion carries.

Grants:

- **Glenrock Main Street requested \$500 for Winterfest-Small Business Saturday, November 29, 2025.** A motion was made to approve the request by Jane Garber, second by Vicki Widiker. The motion carries. Candace Benedetta abstained from the vote, chairman Victor LeGloahec voted to make a quorum.
- **Glenrock Main Street requested \$357 for Casino Night, November 15, 2025.** A motion was made to approve the request by Jane Garber, second by Vicki Widiker. The motion carries. Candace Benedetta abstained from the vote, chairman Victor LeGloahec voted to make a quorum.

State Fair Report:

- Courtney Conkle, WSF reported on the upcoming fall/winter events and the winter arena season. Courtney shared that the project collaboration to concrete the floor of the Show Center is looking positive and should be finished by the 2026 WSF if everything goes according to plan.
- Kota Provence, WSF discussed upcoming award submissions for the fall/winter fair conventions.
- Jarred Robles, WSF presented two options for the shelter at gate 3 that will house Jack and Hare'etta.

Sagebrush Marketing Report:

- Jen Womack presented a billboard specific marketing plan for 2026. Jane Garber made a motion to accept the billboard proposal, excluding the billboard on Hwy 59 and look for availability of billboards outside of Casper. The motion was seconded by Vicki. Motion carries.

Administrator Report:

- Cathy Feezer-Jones, Administrator reported that she will attend the International Roundup this fall. More welcome bags will be distributed to various groups.

Old Business:

- **State Fair Jackalope Options.** Vicki Widiker made a motion that the CCTPB accept option A for the enclosure to house Jack and Hare'etta, seconded by Candace Benedetta. The motion carries.

New Business:

- **Resignation of Jenn Anderson – Representing City of Douglas.** Vicki Widiker made a motion to accept the formal resignation of Jenn Anderson representing the City of Douglas, seconded by Jane Garber. The motion carries.
- **Parade/Steller – Participation in America's Favorite Small Town - \$250 fee (free to first 200 applicants).** Chairman LeGloahec encouraged Main Street Douglas and Elevate Glenrock to submit entries.
- **MOU between the Wyoming State Fair and CCTPB for the housing of Jack and Hare'etta at the entrance of Gate 3.** Jane Garber made a motion to accept the drafted MOU with the addition of option A as the enclosure choice. Seconded by Candace Benedetta. The motion carries.
- **Table Tents/Posters – New Release Schedule and Board participation.** CCTPB receive information by the 14th of the month; to Jen Womack – 15th of the month; to the Budget by 20th of the month. Nov.-Dec/ Jan.-March/ April-May/June/July/August/Sept.-Oct formatting.
- **Proposal of Board Member Retreat.** Board members to coordinate a Saturday or Sunday afternoon to have a team building/learning opportunity.

Public Comments: No public comments were given.

Next Meetings:

November 25, 2025 at the Dave Johnston Power Plant in Glenrock at 5:30pm.

December 30, 2025 at the Ruthie James Conference Center in Douglas at 5:30pm.

January 27, 2026 First Norther Bank's new building in Douglas 5:30pm

February 24, 2026 in Glenrock TBA 5:30pm

Adjournment: There being no further business, the meeting was adjourned 7:15 pm.

Submitted to file by: Kris Mitchell, Secretary.

Planning Commission Regular Minutes
November 17, 2025

I. Call to Order

Chairman Hancock called the Douglas Planning and Zoning Commission to order at 5:30 p.m.

II. Pledge of Allegiance

Chairman Hancock led the assembly in the Pledge of Allegiance.

III. Roll Call

Roll call was taken with the following Commissioners present: Dave Patterson, Jay Hancock, Carl Kusters. Also present Clara Chaffin, Community Development Director, Heidi McCullough, Planning Technician. Commissioners absent: Scott Bauman, Robin Velasquez.

IV. Approval of the Agenda

Commissioner Dave Patterson moved to approve the agenda. Seconded by Commissioner Carl Kusters. Motion 3-0.

V. Approval of the Minutes

Commissioner Carl Kusters moved to approve the minutes from October 22, 2025. Seconded by Commissioner Dave Patterson. Motion 3-0.

VI. Planning and Zoning Matters

There were no planning and zoning matters.

VII. Code Considerations

There are currently no code considerations currently being considered by City Council.

VIII. Staff Report – City Council Action on Forwarded Items

Director Chaffin reported that the City Council voted to approve this matter with Planning and Zoning Commission recommendations.

- A. SUB 02-25 - Application by Lewis and Deborah Gettert to replat Sunrise Addition Lot 1 and Detmer Addition Lot 7 into the Gettert Subdivision in an R-2 Medium Density Residential Zone (510 & 530 N. 5th Street).

IX. Douglas Blueprint

Josh Olhava from Ayres Associates presented the proposed Community Blueprint. The 2025 Community Blueprint defines land use within the City of Douglas and its Urban Growth Area. Developed through extensive public involvement, it reflects the community's vision for Douglas's future development. The City intends to implement the Blueprint to fulfill its goals and policies, supporting a stable, safe, and attractive community where residents take pride, honor their heritage, and plan

for the future. Mr. Olhava reviewed the process, the community engagement highlights and discussed the aspects including character districts and action items.

X. Adjournment

Commissioner Dave Patterson moved to adjourn. Seconded by Commissioner Carl Kusters. Motion 3-0. The meeting was adjourned at 6:12pm

ATTEST:

Heidi McCullough, Secretary

Jay Hancock, Chairman



Agenda Item Report

City Council – December 8, 2025

Item

Notice of Possible Quorum: Staff Christmas Breakfast, December 11, 8-10am, Fire Training Center, 230 N 2nd St, Douglas, WY 82633

Responsible Staff Contact

Recommendation

Executive Summary

Background

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

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

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Attachments

None



EVENTS



- **Mixology Class**
Dec 9, 7P
Converse County Library
- **Converse County Search & Rescue Presentation**
Dec 10, 6P
Converse County Library
- **Adult Cookbook Club**
Dec 15, 6P
Converse County Library
- **All Aboard Polar Express City Lights Tour**
Dec 17, 5P
Converse County Library
- **Line Dancing**
Jan 1, 7P
Douglas Senior Center



More information available at:
<https://www.seewhatconversecando.com/calendar/>
<https://douglas.brighttravel.com/events>

All Events Are Subject To Change

