



CITY OF **DOUGLAS** WYOMING

REGULAR CITY COUNCIL MEETING
April 13, 2026 – 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**

Regular City Council Meeting: March 23, 2026
Special City Council Meeting: April 6, 2026
 - b. Bills & Claims**

Warrant Register: March 2026
 - c. Other – Consent**

Ordinance No. 1068: An Ordinance Amending Chapter 5.16 of Douglas Municipal Code Pertaining to Alcohol Server Certification - Requirements, 3rd Reading
- 7. Presentations**
 - a. New Employee Introduction: Utility Maintenance Worker In Training -**

Anthony Tomlinson

- b. Proclamation: Child Abuse Prevention Month**

8. Discussion Items

- a. Fire Department: Budget Consideration**
- b. MOU: Laramie Peak Humane Society**
- c. Partial Closure Stage 1: Fire Ban**
- d. Policy Update: Drug and Alcohol Policy**
- e. Xeriscape Design: Hwy 59 Parkway & Riverside Park**
- f. Community Center: Landscaping**
- g. Truck Route: Review**

9. Council Action Items

- a. Resolution 2026-19: Agreement of Acceptance WYDOT Right-of-Way for Access to Seven Trails Commerce Center**
- b. Resolution 2026-20: A Resolution Authorizing the Exchange of Land Between the City of Douglas, Wyoming, and Moore Living Trust**
- c. Resolution 2026-21: A Resolution Amending the Budget of the City of Douglas, Wyoming, For the Fiscal Year 2026**
- d. Change Order: Douglas Municipal Swimming Pool**
- e. Non-Operational Status Extension: Liquor License**
- f. Security Update: City Hall (10 Minutes)**
- g. Warrant Register: March 2026 - Kim Pexton**

10. Public Comments

11. Council Information

- a. Minutes: Douglas Historic Preservation Commission March 18, 2026.**
- b. Minutes: Converse County Tourism & Promotion Board, February 2026**
- c. Quarterly Report: American Legion Samuel Mares Post #8, Douglas Youth Hockey (Q1-3); Helping Hands Ministries, Inc; High Country Behavioral Health; Main Street Douglas; Outdoor Enthusiasts of**

**Converse County; WY Child & Family Development, Youth Development
Services**

12. Circle Back Recap

13. Good People Doing Good Things

14. Community Update

a. Event Calendar

15. Executive Session

16. Adjourn

Monday, April 13, 2026

Call to Order at:

Meeting Adjourned at:

City Council Regular Minutes
March 23, 2026

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

Mayor Pexton called the meeting to order at approximately 4:00 p.m. 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; Clara Chaffin, Community Development Director; Todd Byerly, Chief of Police; John Harbarger, Public Works Director; Mary Nicol, Administrative Services Director/Treasurer; Michele Carter, Human Resources Director; Brandon Fry, Parks and Recreation Director and Linda Doane, Deputy City Clerk. Mayor Pexton led the assembly in the Pledge of Allegiance.

2. Disclosures by City Council Members

None.

3. Approval of General Agenda (Corrections or Additions)

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

4. Leadership Moment

Mayor Pexton provided a Leadership Moment.

5. Public Comments

Mike Hagemann expressed concerns regarding Retail Coach and repaving the streets, had questions regarding the Pump House at Seven Trails, and requested a TIF historical comparison. Pat Nelson mentioned a vehicle incident involving a CSO. Vicky Weiss commented on code enforcement being stagnant despite having two CSOs. Michael Hollenback commented on the roadwork affecting small businesses, water concerns and asked if the development projects are considered affordable housing.

6. Executive Session (15 Minutes)

Councilmember Hershberger moved to recess into executive session for the purpose of considering the appointment, employment, right to practice, dismissal, complaints or charges against a public officer, professional person or employee, in accordance with W.S. §16-4-405(a)(ii). Seconded by Councilmember McNare. Motion carried 5-0. Councilmember Schmidt moved to return from the executive session. Seconded by Councilmember Weeks. Motion carried 5-0.

7. Approval of Consent Docket

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

a. Minutes

Council Work Shop: March 9, 2026

Regular Council Meeting: March 9, 2026

b. Other – Consent

Ordinance No. 1068: An Ordinance Amending Chapter 5.16 of Douglas Municipal Code Pertaining to Alcohol Server Certification - Requirements, 2nd Reading

8. Discussion Items

a. Railroad Museum (5 Minutes)

Morryah McCurdy, *The Enterprise*, and Jenna Rose, *Douglas Railroad Museum*, presented information regarding future funding requests for the Douglas Railroad Museum.

b. City Hall Security: Update (5 Minutes)

Deputy City Clerk Doane provided an update.

9. Presentations

a. Promotion: Brandon Frye, Parks and Recreation Director (5 Minutes)

City Manager Cox introduced Brandon Frye as the Parks and Recreation Director.

b. Main Street Douglas: Jacey & Eber (5 Minutes)

Jacey Bauman and Eber Rodriguez, *Main Street Douglas*, and Morryah McCurdy, *The Enterprise*, provided a report.

c. Arts & Culture Board: Jenna Rose (5 Minutes)

Jenna Rose, *Arts & Culture Board of Trustees*, provided a report.

d. Douglas Community Center Update: Geoff Graham (5 Minutes)

Geoff Graham, *NV5*, provided an update.

e. Water Update: Ben Jordan (5 Minutes)

Ben Jordan, *Forsgren & Associates*, provided an update.

10. Tabled Items

a. Lease Agreement: City of Douglas and Douglas Broadcasting

Councilmember McNare moved to remove Lease Agreement with Douglas Broadcasting from the table. Seconded by Councilmember Schmidt. Motion carried 5-0. City Manager Cox provided an overview. Dennis Switzer, *KKTY*, answered questions from Council. Councilmember Weeks moved to approve the lease agreement with Douglas Broadcasting and authorize the City Manager to sign all associated documents. Seconded by Councilmember Hershberger. Motion carried 5-0.

11. Council Action Items

a. City Manager Search: Consultant Contract

City Attorney Armstrong provided an overview. Councilmember Hershberger moved to approve the Consultant Contract as presented. Seconded by Councilmember Schmidt. Motion carried 4-1. Councilmember Weeks voted against.

b. Memorandum Of Understanding: Converse County School District #1 - Swimming Pool Operations (5 Minutes)

Director Frye presented an overview. Councilmember McNare moved to accept the Pool Operations Agreement between the City of Douglas and Converse County Rec. District #1 and authorized the City Manager to sign all associated documents. Seconded by Councilmember Hershberger. Motion carried 5-0.

c. URA Development Agreement: Seven Trails (20 Minutes)

City Manager Cox provided an overview. Mark Christensen and Andrea Perdue, *AVI*, and Nate Stencil, *Stencil Group*, provided a presentation. Citizen Aaron Lore expressed a desire to continue building. Councilmember McNare moved to approve the URA Development Agreement. Seconded by Councilmember Schmidt. Motion carried 4-1. Councilmember Weeks voted against.

12. Financial Report

a. Financial Report: February 2026 (5 Minutes)

Director Nicol provided an overview.

13. Public Comments

Mike Hagemann commented on available housing in the community and not having detailed written meeting minutes. Heather Maxwell thanked the Council. Vicki Weiss thanked the Council and Police Department and asked if

Commissioner/Council meetings were open to the public.

14. City Manager's Report

City Manager Cox provided a report on current happenings. Mayor Pexton presented City Manager Cox with a recognition plaque for his service to the City.

15. Council Information

Councilmember McNare requested City Attorney Armstrong review the truck route ordinance regarding where trucks can go for service. Councilmember Hershberger asked citizens to reach out to council or staff when they have questions. Councilmember Weeks questioned if the public comments from the meetings were being responded to.

- a. **Notice of Possible Quorum: March 25, 2026, 2:00 P.M., City Hall, 101 N. 4th St.**
- b. **Notice of Possible Quorum: April 10, 2026, 5:00 P.M., Moose Lodge, 120 N. 2nd St.**

16. Circle Back Recap

Deputy City Clerk Doane provided the circleback recap.

17. Good People Doing Good Things

Councilmember Hershberger gave a shout-out to Stacey Popping for administering the "Choice Gas" vouchers. Councilmembers Hershberger and Weeks commended Kim Hiser for working to provide transportation to Casper for dialysis patients. Councilmember Weeks praised Converse County Bank for their friendliness.

18. Community Update

a. Event Calendar

A video highlighting upcoming events was played.

19. Adjourn

Mayor Pexton called for a motion to adjourn the Regular City Council Meeting. Councilmember Hershberger moved to Adjourn. Seconded by Councilmember McNare. Motion carried 5-0. Meeting adjourned at approximately 7:00 P.M.

Kim Pexton, Mayor

ATTEST:

Devon Litzsinger, City Clerk
Published: April 1, 2026

City Council Special Minutes
April 6, 2026

1. Call to Order and Roll Call

Mayor Pexton called the meeting to order at approximately 4:00 p.m. Roll call was taken with the following City Council members present: Kim Pexton, Ron McNare, Matthew Schmidt, Joel Weeks. Perry Hershberger attending via phone. Also present: Michele Carter, Interm City Manager; Mike Armstrong, City Attorney; Devon Litzsinger, City Clerk; and Linda Doane, Deputy City Clerk

2. Approval of General Agenda

Councilmember McNare moved to approve the general agenda. Seconded by Councilmember Schmidt. Motion 5-0.

3. Executive Session

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

4. Adjourn

Meeting adjourned at approximately 5:01 p.m.

Kim Pexton, Mayor

ATTEST:

Devon Litzsinger, City Clerk
Published: April 15, 2026

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SIGNS AND MORE				
10890	SIGNS	03/03/26	258.36	34-5340-3210
10902	WTP DISCHARGE SIGN	03/10/26	105.00	31-5401-3210
10902	WTP DISCHARGE SIGN	03/10/26	105.00	32-5501-3210
Total 307 SIGNS AND MORE:			468.36	
5 ACES PRINTING LLC				
13022	AD-POSITION VACANCY	02/04/26	186.00	10-5100-2115
13023	AD-POSITION VACANCY	02/11/26	186.00	10-5100-2115
13098	LIQUOR LICENSE RENEWAL	02/04/26	201.50	10-5100-2115
13099	LIQUOR LICENSE RENEWAL	02/11/26	201.50	10-5100-2115
13100	ORDINANCE	02/04/26	341.00	10-5100-2115
13101	MINUTES	02/04/26	666.50	10-5100-2115
13102	ORDINANCE	02/04/26	1,980.00	10-5100-2115
13261	MINUTES	02/18/26	310.00	10-5100-2115
13262	ORDINANCE	02/18/26	232.50	10-5100-2115
13263	WARRANT REGISTER	02/18/26	325.50	10-5100-2115
Total 5 ACES PRINTING LLC:			4,630.50	
71 CONSTRUCTION				
25-2011-1	GOLF COURSE POND LINER PROJECT	04/01/26	225,777.59	65-5650-6544
25-2011-1	RETAINAGE-GOLF COURSE POND LINER PROJECT	04/01/26	11,288.88-	65-20000210
Total 71 CONSTRUCTION:			214,488.71	
ACE CONCRETE CONSTRUCTION				
2577	SIDEWALK REPLACEMENT	03/01/26	7,500.00	10-5305-2158
Total ACE CONCRETE CONSTRUCTION:			7,500.00	
ADVANCED GEOTECHNICAL SOLUTIONS LLC				
25079-CMT-5	MATERIAL TESTING & CONSTRUCTION OBSERVATION	03/04/26	13,390.00	57-5571-6542
Total ADVANCED GEOTECHNICAL SOLUTIONS LLC:			13,390.00	
AFLAC				
032026	Payroll Deduction	03/20/26	390.32	10-20000225
Total AFLAC:			390.32	
ALCOHOL & DRUG TESTING SERV				
51894	PROFESSIONAL SERVICES	02/28/26	75.00	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			75.00	
AMUNDSEN ASSOCIATES LLC				
2025-184	COMMUNITY FACILITY ARCHITECUTURAL	01/07/26	12,951.00	57-5571-2153
2025-192	COMMUNITY FACILITY ARCHITECUTURAL	03/05/26	8,700.00	57-5570-2153
Total AMUNDSEN ASSOCIATES LLC:			21,651.00	
APPLIED CONCEPTS INC				
471963	RADAR UNITS	02/04/26	3,801.50	10-5202-3220
Total APPLIED CONCEPTS INC:			3,801.50	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
ARROW ELECTRIC				
57406	BRIDGE LIGHT REPAIR	03/02/26	492.34	10-5305-2158
57424	HEATER REPAIR	03/05/26	150.30	34-5340-2155
57479	STREET LIGHT LED CONVERSION	03/19/26	1,329.88	10-5305-2158
Total ARROW ELECTRIC:			1,972.52	
ATLAS PREMIER SERVICE				
87839	COPIER MAINTENANCE AGREEMENT	03/09/26	143.81	10-5201-2156
Total ATLAS PREMIER SERVICE:			143.81	
AYRES ASSOCIATES INC				
228859	DOWNTOWN STRATEGIC PLAN	03/06/26	1,687.70	10-5106-2158
228859	ECONOMIC DEVELOPMENT	03/06/26	392.50	41-5410-2158
228861	PROFESSIONAL SERVICES-SAFE STREETS FOR ALL	03/06/26	11,845.00	56-5560-2153
229364	PROFESSIONAL SERVICES-SAFE STREETS FOR ALL	03/31/26	22,893.20	56-5560-2153
Total AYRES ASSOCIATES INC:			36,818.40	
BCN TELECOM INC				
24052663	PHONE SERVICE	03/01/26	120.37	10-5100-2134
24052663	PHONE SERVICE	03/01/26	6.35	10-5352-2134
Total BCN TELECOM INC:			126.72	
BENNETT, SANDY				
130670	SEW PATCHES	01/23/26	21.00	10-5202-3233
Total BENNETT, SANDY:			21.00	
BISON PUMP & SUPPLY				
599735	BALL VALVE	03/18/26	89.64	31-5402-3210
Total BISON PUMP & SUPPLY:			89.64	
BLACK HILLS ENERGY				
032426	GAS SERVICE	03/24/26	415.77	10-5100-2133
032426	GAS SERVICE	03/24/26	1,511.95	10-5301-2133
032426	GAS SERVICE	03/24/26	195.04	10-5352-2133
032426	GAS SERVICE	03/24/26	928.12	31-5401-2133
032426	GAS SERVICE	03/24/26	256.42	31-5402-2133
032426	GAS SERVICE	03/24/26	411.37	32-5502-2133
032426	GAS SERVICE	03/24/26	901.13	34-5340-2133
032426	GAS SERVICE	03/24/26	42.89	10-5351-2133
Total BLACK HILLS ENERGY:			4,662.69	
BLOEDORN LUMBER - DOUGLAS				
9239581	STRAP	02/25/26	5.84	31-5402-3210
9242090	TOILET SEAT	02/26/26	56.97	10-5351-3210
9242090	WAX RING	02/26/26	2.96	10-5351-3210
9242090	SEALANT	02/26/26	7.64	10-5351-3210
9242090	TOILET BOLT SET	02/26/26	2.69	10-5351-3210
9251242	KEY CHUCK	03/04/26	9.99	10-5351-3210
9253834	THREAD TAPE	03/06/26	34.18	31-5401-3210
9256562	2X10	03/09/26	234.64	10-5351-3210
9256562	2X10	03/09/26	88.00	10-5351-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9256562	1X6	03/09/26	55.80	10-5351-3210
9256562	CARRIAGE BOLTS	03/09/26	61.18	10-5351-3210
9256562	WASHERS	03/09/26	9.79	10-5351-3210
9256562	NUTS	03/09/26	9.49	10-5351-3210
9257501	COUPLING	03/09/26	1.24	31-5402-3210
9257501	PRIMER	03/09/26	5.66	31-5402-3210
9257501	PVC CEMENT	03/09/26	5.66	31-5402-3210
9257501	PIPE	03/09/26	5.84	31-5402-3210
9258774	SCREWS	03/10/26	22.04	10-5351-3210
9258774	LAG BOLTS	03/10/26	37.50	10-5351-3210
9259263	WORK GLOVES	03/10/26	11.49	10-5351-3210
9259263	PLASTIC SEAT	03/10/26	9.89	10-5351-3210
9259263	WATER	03/10/26	.22	10-5351-3210
9260880	TOILET SEAT	03/11/26	26.99	10-5351-3210
9260972	ADHESIVE	03/11/26	5.39	10-5351-3210
9261714	ADHESIVE	03/12/26	58.45	10-5301-3210
9261714	CAULK GUN	03/12/26	22.99	10-5301-3210
9261714	PAINTERS TAPE	03/12/26	7.99	10-5301-3210
9261714	ADHESIVE SPREADER	03/12/26	5.99	10-5301-3210
9261763	SCREWS	03/12/26	19.34	10-5351-3210
9262123	SCREWS	03/12/26	16.64	10-5351-3210
9262701	2X6	03/12/26	17.42	32-5501-3210
9262701	SCREWS	03/12/26	16.64	32-5501-3210
9262701	2X6	03/12/26	27.06	32-5501-3210
9263085	SUPER GLUE	03/13/26	9.88	10-5301-3210
9263202	BIT	03/13/26	8.49	10-5351-3210
9264014	2X4	03/13/26	14.58	31-5401-3210
9264014	SCREWS	03/13/26	16.64	31-5401-3210
9264014	HANDSAW	03/13/26	21.99	31-5401-3210
9266273	PAINT	03/16/26	62.39	10-5351-3210
9266546	EXTENSION CORD	03/16/26	103.49	10-5305-3210
9266546	POWER STRIP	03/16/26	43.19	10-5305-3210
9266734	TOILET	03/16/26	168.29	10-5301-3210
9267361	BOLTS	03/16/26	45.60	10-5351-3210
9267361	NUTS	03/16/26	9.60	10-5351-3210
9267361	WASHERS	03/16/26	9.12	10-5351-3210
9272723	SPRAY PAINT	03/19/26	21.58	32-5501-3210
9273467	CONCRETE SEALANT	03/20/26	4.99	10-5352-3210
92775280	2X6	03/13/26	77.40	10-5351-3210
92775280	2X12	03/13/26	177.00	10-5351-3210
9279625	2X6	03/24/26	25.80	10-5351-3210
9280128	HITCH PINS	03/24/26	16.47	34-5340-3210
9280128	TENSION PINS	03/24/26	3.38	34-5340-3210
9280742	CONCRETE SEALANT	03/24/26	19.96	10-5352-3210
9281595	PAIL	03/25/26	5.49	31-5402-3210
9281595	BOW RAKE	03/25/26	67.99	31-5402-3210
9282359	MAGNET	03/25/26	13.99	10-5305-3210
9282376	SAFETY GLASSES	03/25/26	25.32	10-5305-3210
9284629	SCREWS	03/26/26	.90	31-5401-3210
9284629	BIT SET	03/26/26	36.99	31-5401-3210
9284629	IMPACT DRILL SET	03/26/26	54.99	31-5401-3210
9284764	LOCK NUT	03/26/26	2.19	33-5600-3210
9284764	BOLTS	03/26/26	11.49	33-5600-3210
9289459	SCREWS	03/30/26	5.20	33-5600-3210
9292797	BLADES	04/01/26	47.99	10-5302-3220
9292816	SILICONE	04/01/26	9.89	31-5401-3210
9292816	WOOD GLUE	04/01/26	3.59	31-5401-3210
9292986	WIRE CONNECTOR	04/01/26	2.96	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9292986	CRIMPER/STRIPPER	04/01/26	13.99	31-5402-3210
Total BLOEDORN LUMBER - DOUGLAS:			2,066.42	
BOMGAARS				
474155	FILTER	01/27/26	27.99	31-5401-3210
478702	TENNIS BALL-K9 SUPPLIES	02/14/26	6.99	10-5202-3210
481761	GREASE GUNS	02/27/26	599.98	10-5305-3220
481761	PRESSURE WASHER	02/27/26	499.99	10-5305-3220
481763	BATTERY	02/27/26	199.99	10-5305-3220
482767	CLEVIS	03/03/26	15.98	10-5352-3210
482767	RECOVERY STRAP	03/03/26	45.99	10-5352-3210
482958	TRUNK	03/04/26	45.99	34-5340-3210
482958	HOSE CLAMP	03/04/26	3.98	34-5340-3210
482958	TUBING	03/04/26	2.97	34-5340-3210
482958	BALL VALVE	03/04/26	10.99	34-5340-3210
482958	HOSE BARB	03/04/26	11.38	34-5340-3210
482958	ELECTRICAL TAPE	03/04/26	6.49	34-5340-3210
482958	TEFLON TAPE	03/04/26	5.58	34-5340-3210
482958	ELBOW	03/04/26	4.29	34-5340-3210
482958	PIPE BUSHING	03/04/26	3.49	34-5340-3210
482958	ELBOW	03/04/26	4.29	34-5340-3210
482958	BATTERY	03/04/26	8.58	34-5340-3210
482958	HOZE NOZZLE	03/04/26	11.99	34-5340-3210
482958	CORNER BRACE	03/04/26	11.38	34-5340-3210
482958	BULB	03/04/26	3.98	34-5340-3210
482958	WINDEX	03/04/26	8.99	34-5340-3210
482958	BROOM W/ DUSTPAN	03/04/26	16.99	34-5340-3210
482958	HOSE	03/04/26	32.99	34-5340-3210
482958	BOLTS	03/04/26	.70	34-5340-3210
482958	FASTENERS	03/04/26	3.18	34-5340-3210
482958	FASTENERS	03/04/26	.45	34-5340-3210
483499	SOCKET SET	03/06/26	37.59	10-5351-3210
483499	WRENCH	03/06/26	21.99	10-5351-3210
484230	CENTER PUNCH	03/09/26	6.99	10-5351-3210
484507	SPRAY PAINT	03/10/26	27.98	34-5340-3210
484507	PRIMER	03/10/26	15.98	34-5340-3210
484507	DRYWALL KNIFE	03/10/26	13.99	34-5340-3210
484507	DRILL BIT	03/10/26	14.99	34-5340-3210
484507	DRILL BIT	03/10/26	11.99	34-5340-3210
484507	DRILL BIT	03/10/26	2.29	34-5340-3210
484507	CAULK	03/10/26	6.99	34-5340-3210
484507	DRILL BIT	03/10/26	37.99	34-5340-3210
484507	BOLTS	03/10/26	.08	34-5340-3210
484507	BOLTS	03/10/26	5.03	34-5340-3210
484540	PLIERS	03/10/26	17.59	10-5302-3220
484540	PLIERS	03/10/26	5.99	10-5302-3220
484665	AUTO CLOTH	03/11/26	16.99	10-5305-3210
484665	PLIERS	03/11/26	19.99	10-5305-3210
484665	ADAPTER SLEEVE	03/11/26	21.99	10-5305-3210
484665	KNIFE	03/11/26	13.99	10-5305-3210
484665	TRAY ORGANIZERS	03/11/26	25.98	10-5305-3210
484665	MATS	03/11/26	17.98	10-5305-3210
484666	BOLTS	03/10/26	11.58	33-5600-3210
484885	CLAMPS	03/12/26	15.99	10-5302-3210
484904	STORAGE TOTES	03/12/26	27.98	10-5202-3210
484927	SPRAY PAINT	03/12/26	19.98	32-5502-3210
485102	JOINT	03/13/26	11.99	31-5401-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
486036	DRILL BIT	03/17/26	4.04	33-5600-3210
486040	WIRE WHEELS	03/17/26	33.98	10-5302-3220
486706	SHELVING	03/20/26	129.99	10-5302-3210
486843	SHELVING	03/20/26	159.99	10-5302-3210
486843	MILK MOUSE HEATER	03/20/26	22.49	10-5302-3210
487789	HARD HAT	03/23/26	27.99	31-5402-3210
487947	OIL	03/24/26	29.95	10-5352-3210
487947	WATER	03/24/26	15.96	10-5352-3210
488537	COUPLER	03/26/26	9.49	33-5600-3210
488537	PLUG	03/26/26	4.79	33-5600-3210
488537	FASTENERS	03/26/26	3.00	33-5600-3210
488561	SAFETY EARMUFFS	03/26/26	29.99	10-5351-3210
488623	ANCHOR	03/26/26	14.98	10-5305-3210
488623	TRAY ORGANIZERS	03/26/26	8.99	10-5305-3210
488623	COTTER PIN	03/26/26	9.99	10-5305-3210
489823	BOOT	03/30/26	139.99	32-5502-3210
489823	GLOVES	03/30/26	19.99	32-5502-3210
489831	BOLTS	03/30/26	7.29	10-5352-3210
489947	PLIERS	03/31/26	9.99	10-5351-3210
489947	FASTENERS	03/31/26	3.90	10-5351-3210
Total BOMGAARS:			2,714.27	
BOYS & GIRLS CLUB OF DOUGLAS				
3551-MAR	FUNDING ALLOCATION AGREEMENT	03/13/26	2,916.66	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			2,916.66	
CANDO - DBA THE ENTERPRISE				
2126-MAR	FUNDING ALLOCATION AGREEMENT	03/16/26	9,166.66	10-5110-8714
Total CANDO - DBA THE ENTERPRISE:			9,166.66	
CAPITAL BUSINESS SYSTEMS INC				
1613185	MAINTENANCE AGREEMENT-PLOTTER	03/20/26	77.05	10-5106-2156
Total CAPITAL BUSINESS SYSTEMS INC:			77.05	
CDW-G				
AI3PR1G	LENOVO THINKPAD	03/03/26	1,328.56	10-5103-3220
AI3SP9B	DOCKING STATIONS	03/03/26	1,960.50	10-5103-3220
AI3Y54J	DELL PRO RUGGED COMPUTERS	03/04/26	57,909.18	10-5103-3220
AI53U5H	DOCKING STATIONS	03/21/26	15,516.48	10-5103-3220
AI5CT9D	INK CARTRIDGES	03/16/26	62.55	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	419.06	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	227.14	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	456.20	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	504.32	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	504.32	10-5100-3220
AI5CT9D	INK CARTRIDGES	03/16/26	504.32	10-5100-3220
AI5CT9D	LAPTOPS	03/16/26	3,354.58	10-5103-3220
Total CDW-G:			82,747.21	
CENTRICITY GIS				
INV11144	CITYWORKS SUBSCRIPTION	03/31/26	20,000.00	10-5103-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CENTRICITY GIS:			20,000.00	
CENTURYLINK				
031026	TELEPHONE SERVICES	03/10/26	65.50	10-5352-2134
031026	TELEPHONE SERVICES	03/10/26	62.81	32-5502-2134
032526	TELEPHONE SERVICES	03/25/26	64.75	10-5354-2134
040226	TELEPHONE SERVICES	04/02/26	65.50	10-5352-2134
040226	TELEPHONE SERVICES	04/02/26	62.81	32-5502-2134
Total CENTURYLINK:			321.37	
CITY OF CASPER				
640061-1	LANDFILL FEES	02/11/26	1,472.20	34-5340-2158
640351	LANDFILL FEES	02/27/26	1,635.40	34-5340-2158
640404	LANDFILL FEES	03/03/26	1,553.80	34-5340-2158
640404	LANDFILL FEES	03/03/26	1,642.88	34-5340-2158
640404	LANDFILL FEES	03/03/26	1,440.92	34-5340-2158
640431	LANDFILL FEES	03/04/26	1,509.60	34-5340-2158
640455	LANDFILL FEES	03/05/26	1,547.68	34-5340-2158
640483	LANDFILL FEES	03/06/26	1,397.40	34-5340-2158
640562	LANDFILL FEES	03/11/26	1,568.08	34-5340-2158
640562	LANDFILL FEES	03/11/26	1,440.24	34-5340-2158
640563	LANDFILL FEES	03/11/26	1,668.72	34-5340-2158
640598	LANDFILL FEES	03/12/26	1,363.40	34-5340-2158
640598	LANDFILL FEES	03/12/26	1,358.64	34-5340-2158
640657	LANDFILL FEES	03/17/26	1,483.08	34-5340-2158
640657	LANDFILL FEES	03/17/26	1,551.76	34-5340-2158
640657	LANDFILL FEES	03/17/26	1,377.68	34-5340-2158
640682	LANDFILL FEES	03/18/26	1,405.56	34-5340-2158
640736	LANDFILL FEES	03/20/26	1,277.04	34-5340-2158
640736	LANDFILL FEES	03/20/26	1,601.40	34-5340-2158
640807	LANDFILL FEES	03/24/26	1,513.00	34-5340-2158
640807	LANDFILL FEES	03/24/26	1,269.56	34-5340-2158
640841	LANDFILL FEES	03/25/26	1,359.32	34-5340-2158
640841	LANDFILL FEES	03/25/26	1,781.60	34-5340-2158
640877	LANDFILL FEES	03/26/26	2,135.20	34-5340-2158
640903	LANDFILL FEES	03/27/26	1,453.16	34-5340-2158
640979	LANDFILL FEES	03/31/26	1,424.60	34-5340-2158
Total CITY OF CASPER:			39,231.92	
CITY OF DOUGLAS-HLTH INS TRN				
030626	HEALTH INSURANCE TRANSFER	03/06/26	92,453.03	10-10000900
Total CITY OF DOUGLAS-HLTH INS TRN:			92,453.03	
CITY OF DOUGLAS-PETTY CASH				
405	REPLENISH PETTY CASH-RECORDING FEES	02/26/26	24.00	10-5100-3210
406	REPLENISH PETTY CASH-RECORDING FEES	03/12/26	12.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			36.00	
CITY OF DOUGLAS-UTILITY PMNT				
031126	WATER/SEWER/SANITATION	03/11/26	161.26	10-5100-2132
031126	WATER/SEWER/SANITATION	03/11/26	427.32	10-5301-2132
031126	WATER/SEWER/SANITATION	03/11/26	931.13	10-5351-2132
031126	WATER/SEWER/SANITATION	03/11/26	108.83	10-5352-2132

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
031126	WATER/SEWER/SANITATION	03/11/26	119.76	31-5401-2132
031126	WATER/SEWER/SANITATION	03/11/26	6,365.79	31-5402-2132
031126	WATER/SEWER/SANITATION	03/11/26	206.60	32-5501-2132
031126	WATER/SEWER/SANITATION	03/11/26	28.39	32-5502-2132
18692	BULK WATER	01/08/26	8.19	32-5502-3210
18692	BULK WATER	01/08/26	11.00	10-5305-3210
18692	BULK WATER	01/08/26	7.97	10-5305-3210
18772	LANDFILL CHARGES	03/05/26	14,652.00	33-5600-2158
18778	LANDFILL CHARGES	03/13/26	16,450.50	33-5600-2158
18790	UTILITY SERVICE FEE	03/13/26	70.00	10-5354-2132
18792	LANDFILL CHARGES	03/18/26	15,228.00	33-5600-2158
18805	LANDFILL CHARGES	03/26/26	14,530.50	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			69,307.24	

CIVIL ENGINEERING PROFESSIONAL

22-043-32	ENGINEERING-WEST RIVER LIFT STATION	03/31/26	12,813.55	32-5508-2153
22-100-28	ENGINEERING-CAPITAL IMPROVEMENTS	03/31/26	1,755.00	10-5301-2153
22-100-28	ENGINEERING-CHARLES ADDITION MINOR PLAT	03/31/26	307.50	10-5106-2153
22-100-28	ENGINEERING-DIVINE MERCY MINOR PLAT	03/31/26	67.50	10-5106-2153
24-044-11	ENGINEERING-N 8TH	03/31/26	1,185.53	31-5409-2153
24-044-11	ENGINEERING-N 8TH	03/31/26	546.06	32-5508-2153
24-044-11	ENGINEERING-N 8TH	03/31/26	663.41	56-5560-2153
24-049-16	ENGINEERING-POOL	03/31/26	4,225.50	55-5550-2153
24-060-09	ENGINEERING-S 4TH	03/31/26	4,511.05	31-5409-2153
24-060-09	ENGINEERING-S 4TH	03/31/26	6,022.25	32-5508-2153
24-060-09	ENGINEERING-S 4TH	03/31/26	12,021.95	56-5560-2153
25-043S-05	ENGINEERING-WWTP/MS LIFT SCADA	03/31/26	13,220.11	32-5507-2153
25-2000-07-1	ENGINEERING-WTP WATERLINE REPLACEMENT	03/31/26	11,721.40	31-5408-2153
25-2001-04	ENGINEERING-WWTP SEWER MAIN REPLACEMENT	03/31/26	3,760.00	32-5508-2153
25-2003-02	ENGINEERING-MEADOWLARK LIFT STATION	03/31/26	2,225.00	32-5508-2153
25-2006-06	ENGINEERING-S 5TH LEAD WATER	03/31/26	2,522.50	31-5409-2153
25-2007-02	ENGINEERING-WWTP PROCESS METERS	03/31/26	3,982.50	32-5507-2153
25-2009-01	ENGINEERING-SMW #1 SURGE TANK	03/31/26	405.00	31-5408-2153
25-2011-04	ENGINEERING-DCC POND LINER REPLACEMENT	03/31/26	4,344.20	65-5650-2153
25-2014-01	ENGINEERING-VALVE REPLACEMENT WELL	03/31/26	472.50	31-5409-2153
25-2015-06	ENGINEERING-S DOWNTOWN UTILITIES	03/31/26	2,421.95	31-5409-2153
25-2015-06	ENGINEERING-S DOWNTOWN UTILITIES	03/31/26	5,080.47	32-5508-2153
25-2015-06	ENGINEERING-S DOWNTOWN UTILITIES	03/31/26	3,762.48	56-5560-2153
25-2016-05	ENGINEERING-CLAY ST	03/31/26	636.07	31-5409-2153
25-2016-05	ENGINEERING-CLAY ST	03/31/26	292.98	32-5508-2153
25-2016-05	ENGINEERING-CLAY ST	03/31/26	355.95	56-5560-2153
25-2017-04	ENGINEERING-SMW #1 WELL MOTOR	03/31/26	1,147.50	31-5408-2158
25-2020-03	ENGINEERING-112 PROJECT	03/31/26	1,585.00	41-5411-2158
Total CIVIL ENGINEERING PROFESSIONAL:			102,054.91	

CLERK OF DISTRICT COURT

030626	PAYROLL DEDUCTION	03/06/26	313.13	10-20000226
Total CLERK OF DISTRICT COURT:			313.13	

CLEVERPATH IT

5101940	SOPHOS LICENSE AGREEMENT	04/01/26	60.00	10-5103-2120
Total CLEVERPATH IT:			60.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
COMMUNITY ACTION P'SHIP OF NATRONA CNTY				
02022026-1	FUNDING ALLOCATION AGREEMENT	02/02/26	625.00	10-5110-8753
Total COMMUNITY ACTION P'SHIP OF NATRONA CNTY:			625.00	
COMPUTER PROJECTS OF ILLINOIS INC				
26-02-166ME	FULL COURT MESSENGER LICENSE	02/27/26	198.00	10-5105-2156
Total COMPUTER PROJECTS OF ILLINOIS INC:			198.00	
CONVERSE COUNTY				
032026	JOINT JUSTICE OPERATION EXPENSES	03/20/26	10,561.46	10-5111-8760
032026	JOINT JUSTICE OPERATION EXPENSES	03/20/26	63,586.69	10-5111-8760
Total CONVERSE COUNTY:			74,148.15	
CONVERSE COUNTY CLERK				
2601-CCTS-02	INFORMATION TECHNOLOGY SERVICES	03/06/26	8,333.34	10-5103-2158
2601-CCTS-03	INFORMATION TECHNOLOGY SERVICES	04/02/26	8,333.34	10-5103-2158
Total CONVERSE COUNTY CLERK:			16,666.68	
CONVERSE COUNTY SHERIFF				
022026	BOOKING FEES	02/28/26	127.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			127.50	
CONVERSE COUNTY WEED & PEST				
39171	TIPS/STRAINERS/SHANKS	03/04/26	679.35	10-5305-3210
39178	ROUNDUP	03/16/26	45.75	10-5351-3210
39197	ROUNDUP	03/26/26	155.25	10-5352-3210
Total CONVERSE COUNTY WEED & PEST:			880.35	
CONVERSE HOPE CENTER				
SFY26 1.26	FUNDING ALLOCATION AGREEMENT	03/24/26	1,352.22	10-5110-8759
SFY26 1.26	FUNDING ALLOCATION AGREEMENT	03/24/26	415.42	10-5110-8759
SFY26 12.25	FUNDING ALLOCATION AGREEMENT	03/24/26	599.53	10-5110-8759
SFY26 12.25	FUNDING ALLOCATION AGREEMENT	03/24/26	1,666.67	10-5110-8759
SFY26 12.25	FUNDING ALLOCATION AGREEMENT	03/24/26	314.45	10-5110-8759
SFY26 2.26	FUNDING ALLOCATION AGREEMENT	03/24/26	1,251.25	10-5110-8759
Total CONVERSE HOPE CENTER:			5,599.54	
CORE & MAIN				
UC82694	CREDIT-DUPLICATE INVOICE	11/26/25	3,609.76	31-5403-2156
Y439755	AMI SYSTEM SETUP FEE	02/16/26	12,880.00	31-5407-6547
Y616894	AMI SYSTEM	02/27/26	40,606.72	31-5407-6547
Total CORE & MAIN:			49,876.96	
COY, DEBRA J				
032726	JANITORIAL SERVICES	03/27/26	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
DECKER AUTO GLASS				
17504	WINDSHIELD	03/20/26	139.76	10-5301-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
17504	WINDSHIELD REMOVAL/INSTALLATION	03/20/26	85.00	10-5301-3210
17504	ADHESIVE	03/20/26	30.00	10-5301-3210
Total DECKER AUTO GLASS:			254.76	
DOUGLAS BROADCASTING INC				
37248	ADVERTISING-FFA WEEK	03/02/26	175.00	10-5100-2115
Total DOUGLAS BROADCASTING INC:			175.00	
DOUGLAS COMMUNITY CLUB				
022726-FEB	FUNDING ALLOCATION AGREEMENT	02/27/26	6,250.00	10-5110-8702
Total DOUGLAS COMMUNITY CLUB:			6,250.00	
DOUGLAS FR & EMBROIDERY				
2435	SAFETY VEST	03/10/26	44.50	10-5305-3210
Total DOUGLAS FR & EMBROIDERY:			44.50	
DOUGLAS HARDWARE HANK LLC				
376205	CUTWHEEL	02/12/26	9.98	32-5502-3210
376384	CONDUIT	02/24/26	13.98	32-5502-3210
376384	EXPOSED WORK COVER	02/24/26	4.59	32-5502-3210
376384	ELECTRICAL BOX	02/24/26	3.59	32-5502-3210
376384	GROUND RECEPTACLE	02/24/26	.99	32-5502-3210
376384	SCREW COUPLING	02/24/26	5.56	32-5502-3210
376384	SAW BLADE	02/24/26	37.99	32-5502-3210
376384	SURGE PROTECTOR	02/24/26	19.99	32-5502-3210
376384	SAW BLADE	02/24/26	37.99	32-5502-3210
376409	THREAD ROD	02/25/26	17.99	31-5401-3210
376409	FASTENERS	02/25/26	15.92	31-5401-3210
376445	MICE BAIT	02/26/26	14.99	31-5401-3210
376507	COUPLER HOSE BARB	03/03/26	8.59	10-5305-3210
376537	TAPE	03/05/26	9.99	31-5401-3210
376556	FASTENERS	03/06/26	9.54	33-5600-3210
376556	FASTENERS	03/06/26	17.70	33-5600-3210
376556	FASTENERS	03/06/26	4.77	33-5600-3210
376587	SPRAY PAINT	03/09/26	7.99	10-5351-3210
376616	CANNED AIR	03/10/26	19.99	33-5600-3210
376633	PAPER TOWELS	03/12/26	27.98	32-5501-3210
376633	TOILET PAPER	03/12/26	8.59	32-5501-3210
376633	SPRAY PAINT	03/12/26	19.18	32-5501-3210
376633	FASTENERS	03/12/26	14.16	32-5501-3210
376633	FASTENERS	03/12/26	11.04	32-5501-3210
376633	FASTENERS	03/12/26	8.80	32-5501-3210
376633	FASTENERS	03/12/26	6.88	32-5501-3210
376633	PAINT	03/12/26	48.99	32-5501-3210
376633	COUPON	03/12/26	5.00	32-5501-3210
376647	MAGNETIC PICKUP TOOL	03/13/26	36.99	10-5302-3220
376650	PAINT BRUSH	03/13/26	3.58	10-5351-3210
376712	MULTISCREW	03/17/26	15.99	10-5305-3210
376712	FASTENERS	03/17/26	4.80	10-5305-3210
376712	FASTENERS	03/17/26	2.28	10-5305-3210
376714	PAINT BRUSH SET	03/17/26	12.99	32-5501-3210
376714	PAINT	03/17/26	17.99	32-5501-3210
376715	BOLTS	03/17/26	8.76	10-5352-3210
376715	NUTS	03/17/26	2.60	10-5352-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
376726	PROPANE CYLINDER	03/18/26	6.99	10-5305-3210
376754	SPRAY PAINT	03/19/26	9.59	32-5501-3210
376763	TOGGLE SWITCH	03/20/26	.99	10-5305-3210
376763	WALL PLATE	03/20/26	1.39	10-5305-3210
376766	CAPS	03/20/26	7.59	10-5305-3210
376796	CABLE TIES	03/23/26	7.98	10-5305-3210
376820	SPRAY PAINT	03/24/26	15.98	31-5401-3210
376820	DOWEL	03/24/26	5.18	31-5401-3210
376820	CAULK	03/24/26	15.18	31-5401-3210
376820	COUPON	03/24/26	3.00-	31-5401-3210
376821	GARDEN SPRAYER	03/24/26	24.99	31-5401-3210
376821	COUPON	03/24/26	3.00-	31-5401-3210
376829	LAWN EDGING	03/25/26	9.59	33-5600-3210
376852	MENDING BRACE	03/26/26	3.99	31-5401-3210
376852	BOLTS	03/26/26	3.99	31-5401-3210
376855	FASTENERS	03/26/26	31.16	10-5305-3210
376855	FASTENERS	03/26/26	11.45	10-5305-3210
376855	FASTENERS	03/26/26	5.56	10-5305-3210
376922	FASTENERS	03/31/26	.95	10-5100-3210
376924	DUCT TAPE	03/31/26	9.99	32-5502-3210
376933	BLOW OFF DUSTER	03/31/26	17.99	33-5600-3210
K76482	SPRAY BOTTLE	03/02/26	8.59	10-5305-3210
Total DOUGLAS HARDWARE HANK LLC:			701.85	
ENERGY LABORATORIES INC				
769606	REVISION FEE	02/26/26	50.00	31-5401-2158
770960	WASTEWATER SAMPLING	03/04/26	66.00	32-5501-2158
771383	WATER SAMPLING	03/06/26	114.00	31-5401-2158
771814	WASTEWATER SAMPLING	03/09/26	66.00	32-5501-2158
772078	WASTEWATER SAMPLING	03/10/26	395.00	32-5501-2158
772079	WASTEWATER SAMPLING	03/10/26	180.00	32-5501-2158
772341	WASTEWATER SAMPLING	03/11/26	117.00	32-5501-2158
772393	WATER SAMPLING	03/11/26	152.00	31-5401-2158
Total ENERGY LABORATORIES INC:			1,140.00	
EVANS, SHERRY				
033126	REIMBURSEMENT-MIDDLE SCHOOL FORENSICS COURSE SUP	03/31/26	25.36	10-5201-3210
Total EVANS, SHERRY:			25.36	
FALCON CONSTRUCTION LLC				
25-2020-3	N 2ND ST FACADE REMOVAL	03/25/26	15,750.00	41-5411-2158
25-2020-3	RETAINAGE-N 2ND ST FACADE REMOVAL	03/25/26	787.50-	41-20000210
Total FALCON CONSTRUCTION LLC:			14,962.50	
FERGUSON ENTERPRISES				
1671900	CURB STOP KEYS	03/05/26	129.44	31-5402-3210
Total FERGUSON ENTERPRISES:			129.44	
FIRE SUPPRESSION AUTHORITY				
2026-3	FUNDING ALLOCATION AGREEMENT	03/09/26	49,472.85	10-5111-8744
Total FIRE SUPPRESSION AUTHORITY:			49,472.85	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
FLOYD'S TRUCK CENTER WY				
X302083905:01	SPOT MIRROR UNIT	02/26/26	51.00	33-5600-3210
X302084281:01	MIRROR GLASS SEAL	03/11/26	55.28	33-5600-3210
Total FLOYD'S TRUCK CENTER WY:			106.28	
FORSGREN ASSOCIATES INC				
2601028	WATER CONSULTANT SERVICES	01/23/26	7,555.58	31-5408-2158
2602040	WATER CONSULTANT SERVICES	02/20/26	8,522.88	31-5408-2158
2603101	WATER CONSULTANT SERVICES	03/27/26	7,266.26	31-5408-2158
Total FORSGREN ASSOCIATES INC:			23,344.72	
FREEDOM MAILING SERVICE				
52505	UTILITY BILLING MAILING SERVICE	03/06/26	614.28	31-5400-2158
52505	UTILITY BILLING MAILING SERVICE	03/06/26	396.72	32-5500-2158
52505	UTILITY BILLING MAILING SERVICE	03/06/26	268.75	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,279.75	
FRIENDS OF CAMP DOUGLAS				
A17751	LAWN TRACTOR	03/19/26	1,589.62	92-20000405
Total FRIENDS OF CAMP DOUGLAS:			1,589.62	
FULL CONTACT CONCRETE LLC				
4089	SIDEWALK REPAIRS	03/31/26	2,950.00	56-5560-2158
Total FULL CONTACT CONCRETE LLC:			2,950.00	
GALLS LLC				
033835584	RADIO CASE	01/22/26	64.99	10-5202-3233
033835584	SHIPPING	01/22/26	6.99	10-5202-3233
Total GALLS LLC:			71.98	
GATHERING INC				
22	FUNDING ALLOCATION AGREEMENT	02/05/26	2,776.13	10-5110-8730
22	FUNDING ALLOCATION AGREEMENT	02/05/26	3,333.33	10-5110-8730
22	FUNDING ALLOCATION AGREEMENT	02/05/26	1,303.08	10-5110-8730
23	FUNDING ALLOCATION AGREEMENT	02/26/26	2,030.25	10-5110-8730
23	FUNDING ALLOCATION AGREEMENT	02/26/26	1,675.09	10-5110-8730
Total GATHERING INC:			11,117.88	
GH PHIPPS WYOMING LLC				
25JW093-8	DOUGLAS COMMUNITY CENTER	03/31/26	1,271,324.38	57-5571-6542
25JW093-8	RETAINAGE-DOUGLAS COMMUNITY CENTER	03/31/26	63,566.26	57-20000210
Total GH PHIPPS WYOMING LLC:			1,207,758.12	
GINSBACH CONSTRUCTION				
26020	PORTABLE BUILDING CONSTRUCTION	03/16/26	99,600.00	34-5345-6542
Total GINSBACH CONSTRUCTION:			99,600.00	
GRANITE TELECOMMUNICATIONS				
737302379	TELEPHONE SERVICES	03/01/26	190.66	10-5100-2134

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
737302379	TELEPHONE SERVICES	03/01/26	92.92	10-5301-2134
737302379	TELEPHONE SERVICES	03/01/26	185.83	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			469.41	
GREEN VALLEY CORPORATION				
031926	LBES ROAD EASEMENT	03/19/26	11,697.88	31-5401-2140
031926	RADIO REPEATER SITE	03/19/26	579.85	31-5401-2140
Total GREEN VALLEY CORPORATION:			12,277.73	
HACH COMPANY				
14883179	ZOBELLS SOLUTION	02/20/26	92.19	32-5501-3210
14883179	SHIPPING	02/20/26	12.90	32-5501-3210
Total HACH COMPANY:			105.09	
HASKETT, JACOB				
031826	TREE TRIMMING REIMBURSEMENT	03/18/26	225.00	10-5351-2158
Total HASKETT, JACOB:			225.00	
HAWKINS INC				
7335016	CYLINDERS	02/15/26	180.00	32-5501-3210
7343214-1	AQUA HAWK	02/19/26	165.00	10-5302-3210
7366174	CHLORINE CYLINDER	03/17/26	343.26	31-5401-3210
7366174	FREIGHT/FUEL	03/17/26	26.50	31-5401-3210
7366174	CHLORINE CYLINDER	03/17/26	1,029.78	32-5501-3210
7366174	SULFUR DIOXIDE CYLINDER	03/17/26	582.99	32-5501-3210
7366174	FREIGHT/FUEL	03/17/26	30.00	32-5501-3210
Total HAWKINS INC:			2,357.53	
HELPING HANDS MINISTRIES INC				
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	675.00	10-5110-8755
2004	FUNDING ALLOCATION AGREEMENT	03/12/26	338.96	10-5110-8755
Total HELPING HANDS MINISTRIES INC:			5,063.96	
HIGH COUNTRY BEHAVIORAL HEALTH				
CCQ22026-JFM	FUNDING ALLOCATION AGREEMENT	04/01/26	2,500.00	10-5110-8705
CCQ22026-JFM	FUNDING ALLOCATION AGREEMENT	04/01/26	2,500.00	10-5110-8705
CCQ22026-JFM	FUNDING ALLOCATION AGREEMENT	04/01/26	2,500.00	10-5110-8705
Total HIGH COUNTRY BEHAVIORAL HEALTH:			7,500.00	
HOMAX OIL SALES INC				
0743535-IN	DIESEL	03/03/26	2,353.06	34-5340-3235
0744322-IN	DIESEL	03/12/26	2,675.63	34-5340-3235
0745085-IN	DIESEL	03/20/26	3,155.09	34-5340-3235
0745117-IN	GREASE	03/19/26	287.70	31-5401-3210
0745469-IN	OIL	03/23/26	69.95	10-5302-3237

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
0745568-IN	DIESEL	03/24/26	1,108.16	34-5340-3235
0746032-IN	DIESEL	03/30/26	2,762.25	34-5340-3235
450578	FUEL	02/11/26	25.00	10-5201-3235
450619	FUEL	02/20/26	25.00	10-5201-3235
CL39434	FUEL	02/28/26	19.37	10-5106-3235
CL39434	FUEL	02/28/26	51.43	10-5201-3235
CL39434	FUEL	02/28/26	1,996.53	10-5202-3235
CL39434	FUEL	02/28/26	100.79	10-5302-3235
CL39434	FUEL	02/28/26	422.38	10-5351-3235
CL39434	FUEL	02/28/26	1,386.44	10-5305-3235
CL39434	FUEL	02/28/26	198.45	10-5352-3235
CL39434	FUEL	02/28/26	125.56	31-5401-3235
CL39434	FUEL	02/28/26	401.20	31-5402-3235
CL39434	FUEL	02/28/26	93.81	31-5403-3235
CL39434	FUEL	02/28/26	125.54	32-5501-3235
CL39434	FUEL	02/28/26	401.17	32-5502-3235
CL39434	FUEL	02/28/26	1,547.52	33-5600-3235
CL39434	FUEL	02/28/26	494.42	34-5340-3235
CL39434	FUEL	02/28/26	93.20	10-5301-3235
Total HOMAX OIL SALES INC:			19,919.65	
INTERNAL REVENUE SERVICE				
030626	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/06/26	19,219.47	10-20000222
030626	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/06/26	26,290.52	10-20000223
030626	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/06/26	6,148.59	10-20000223
032026	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/20/26	18,847.01	10-20000222
032026	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/20/26	25,360.24	10-20000223
032026	PAYROLL DEDUCTION-941 TAX DEPOSIT	03/20/26	5,931.02	10-20000223
Total INTERNAL REVENUE SERVICE:			101,796.85	
INTERNATIONAL CODE COUNCIL INC				
1002214137	ICC NEC HANDBOOK TAG COMBO	01/22/26	327.50	10-5106-3210
Total INTERNATIONAL CODE COUNCIL INC:			327.50	
JERRYS WELDING SERVICE				
35801	PLATE	02/26/26	15.82	10-5305-3210
35801	CUTTING	02/26/26	10.00	10-5305-3210
35822	STEAMER	03/02/26	165.00	34-5340-2155
35822	COLD ROLL	03/02/26	.51	34-5340-2155
35822	COLLAR	03/02/26	7.87	34-5340-2155
35822	ANGLE	03/02/26	4.09	34-5340-2155
35822	LABOR	03/02/26	160.00	34-5340-2155
35822	ROUND	03/02/26	42.60	34-5340-3210
35841	FLAT	03/04/26	25.92	31-5401-3210
35841	CUTTING	03/04/26	6.00	31-5401-3210
35841	BAR CHANNEL	03/04/26	19.84	31-5401-3210
35841	CUTTING	03/04/26	3.00	31-5401-3210
35841	CUTTING PLATE	03/04/26	40.00	31-5401-3210
35841	PLATE	03/04/26	641.20	31-5401-3210
35841	CUTTING	03/04/26	3.00	31-5401-3210
Total JERRYS WELDING SERVICE:			1,144.85	
JKC ENGINEERING				
24-07-07	ENGINEERING-COMMUNITY CENTER	01/14/26	760.00	57-5571-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
24-07-08	ENGINEERING-COMMUNITY CENTER	02/11/26	6,796.88	57-5571-2153
Total JKC ENGINEERING:			7,556.88	
JOE JOHNSON EQUIPMENT LLC				
PO3677	FUEL TANK ASSEMBLY	03/14/26	1,408.00	10-5305-3210
PO3677	SHIPPING	03/14/26	367.40	10-5305-3210
Total JOE JOHNSON EQUIPMENT LLC:			1,775.40	
JONES, THOMAS				
033126	BOOT ALLOWANCE REIMBURSEMENT	03/31/26	100.00	10-5202-3233
Total JONES, THOMAS:			100.00	
L N CURTIS & SONS				
INV1006572	VEST POUCHES	11/04/25	468.00	10-5202-3233
INV1026997	CARRIER RESTOCKING FEE	01/09/26	19.35	10-5202-3233
Total L N CURTIS & SONS:			487.35	
LACAL EQUIPMENT COMPANY				
0447064-IN	SWEEPER BROOM	03/19/26	1,465.22	10-5305-3210
0447064-IN	FREIGHT	03/19/26	271.03	10-5305-3210
Total LACAL EQUIPMENT COMPANY:			1,736.25	
LARAMIE PEAK HUMANE SOCIETY				
033126	RESTITUTION PAYMENT	03/31/26	20.00	10-20000206
033126	RESTITUTION PAYMENT	03/31/26	10.00	10-20000206
2026.6 MAR	FUNDING ALLOCATION AGREEMENT	04/01/26	9,166.67	10-5110-8734
Total LARAMIE PEAK HUMANE SOCIETY:			9,196.67	
LEGAL & LIABILITY RISK MGMT INSTITUTE				
258545	REGISTRATION-NEW DETECTIVE TRAINING	03/10/26	700.00	10-5202-2122
Total LEGAL & LIABILITY RISK MGMT INSTITUTE:			700.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100268811-FEB	ACCURINT INFORMATION SERVICES	02/28/26	112.55	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			112.55	
LITHIA OF CASPER LLC				
21475	VEHICLE	03/01/26	71,637.00	31-5407-6548
Total LITHIA OF CASPER LLC:			71,637.00	
LOENBRO				
425690-33	REPAIR-RAILROAD INTERPERTIVE CENTER LIGHTING	02/12/26	991.89	10-5351-2155
425692-33	REPAIR-PUBLIC WORKS	02/12/26	2,323.00	32-5502-2155
426198-33	ELECTRICAL REPAIR-HWY 59	02/25/26	13,731.76	10-5351-2155
426996-33	REPAIRS-MEADOWLARK PUMP	03/19/26	634.50	32-5502-2155
Total LOENBRO:			17,681.15	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
MAIN STREET DOUGLAS				
1020-JAN-1	FUNDING ALLOCATION AGREEMENT	02/03/26	3,104.55	10-5110-8748
1021-FEB	FUNDING ALLOCATION AGREEMENT	03/05/26	1,795.39	10-5110-8748
Total MAIN STREET DOUGLAS:			4,899.94	
MASA				
030626	PAYROLL DEDUCTION	03/06/26	361.00	10-20000225
Total MASA:			361.00	
MERITAIN HEALTH				
032426	HEALTH INSURANCE PREMIUM	03/24/26	65,683.50	39-5390-1023
032426	HEALTH INSURANCE PREMIUM	03/24/26	6,837.12	39-5390-1058
Total MERITAIN HEALTH:			72,520.62	
METLIFE				
030626	PAYROLL DEDUCTION	03/06/26	1,127.63	39-5390-1023
Total METLIFE:			1,127.63	
MISSION SQUARE RETIREMENT				
030626	Payroll Deduction	03/06/26	8,922.86	10-20000224
032026	Payroll Deduction	03/20/26	8,724.74	10-20000224
Total MISSION SQUARE RETIREMENT:			17,647.60	
MOTOROLA SOLUTIONS INC				
8330317410	WATCHGUARD ADVANCE REPLACEMENT	11/19/25	1,500.00	10-5202-2155
8330322920	WATCHGUARD ADVANCE REPLACEMENT	02/13/26	1,500.00	10-5202-2155
Total MOTOROLA SOLUTIONS INC:			3,000.00	
MOUNTAIN PEAK BUILDERS LLC				
2025326	WASHINGTON PARK SHELTER PROJECT	03/23/26	76,525.00	65-5650-6544
2025326	RETAINAGE-WASHINGTON PARK SHELTER PROJECT	03/23/26	3,826.25	65-20000210
Total MOUNTAIN PEAK BUILDERS LLC:			72,698.75	
MOUNTAIN STATES LITHOGRAPHING				
251860	BUSINESS CARDS	01/08/26	61.91	10-5202-3210
260059	ANIMAL IMPOUND SHEETS	01/29/26	125.83	10-5202-3210
260251	BUSINESS CARDS	03/02/26	62.10	10-5202-3210
Total MOUNTAIN STATES LITHOGRAPHING:			249.84	
N-EAR PRO INC				
2026-00116	EARPIECE	01/14/26	586.45	10-5202-3210
2026-00116	MIC CONNECTOR	01/14/26	815.95	10-5202-3210
2026-00116	SHIPPING	01/14/26	14.63	10-5202-3210
Total N-EAR PRO INC:			1,417.03	
NEW YORK LIFE				
030626	PAYROLL DEDUCTION	03/06/26	523.73	39-5390-1023

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total NEW YORK LIFE:			523.73	
NORCO INC				
45529713	KLEENEX	12/31/25	91.00	10-5351-3210
45529713	TOILET PAPER	12/31/25	27.42	10-5351-3210
45529713	URINAL SCREENS	12/31/25	51.80	10-5351-3210
45529713	BOWL CLEANER	12/31/25	56.62	10-5351-3210
45529713	HANDLING CHARGE	12/31/25	19.50	10-5351-3210
46056810	KITCHEN TOWELS	02/27/26	51.43	34-5340-3210
46056810	WELDING RODS	02/27/26	468.60	34-5340-3210
46056810	HAND SOAP	02/27/26	65.40	34-5340-3210
46056810	GLASS CLEANER	02/27/26	87.35	34-5340-3210
46056810	DELIVERY	02/27/26	19.50	34-5340-3210
46145020	TRASH BAGS	03/06/26	47.52	34-5340-3210
46145137	KITCHEN TOWELS	03/06/26	51.43	10-5305-3210
46145297	LENS CLEANING TOWELETES	03/06/26	15.96	10-5351-3210
46145297	KITCHEN TOWELS	03/06/26	102.86	10-5351-3210
46145297	BOWL CLEANER	03/06/26	51.80	10-5351-3210
46145297	HAND SOAP	03/06/26	72.00	10-5351-3210
46145297	TOILET TISSUE	03/06/26	188.50	10-5351-3210
46145297	TRASH BAGS	03/06/26	213.12	10-5351-3210
46145297	GLOVES	03/06/26	116.00	10-5351-3210
46145297	URINAL SCREENS	03/06/26	27.42	10-5351-3210
46145297	DELIVERY	03/06/26	19.50	10-5351-3210
46262330	WIRE	03/20/26	74.36	10-5302-3210
46262330	WIRE WHEELS	03/20/26	89.36	10-5302-3210
46262330	FLAP DISC	03/20/26	27.15	10-5302-3210
46262330	HANDLING CHARGE	03/20/26	19.50	10-5302-3210
46321646	ROLL TOWELS	03/27/26	77.80	10-5100-3210
46321646	TOILET TISSUE	03/27/26	94.25	10-5100-3210
46321646	DELIVERY	03/27/26	19.50	10-5100-3210
46323579	MOP CLEANER	03/27/26	57.93	10-5351-3210
46323579	BATHROOM CLEANER	03/27/26	56.62	10-5351-3210
46323579	BOWL CLEANER	03/27/26	103.60	10-5351-3210
46323579	URINAL SCREENS	03/27/26	27.42	10-5351-3210
46323579	TOILET PAPER	03/27/26	182.00	10-5351-3210
46323579	GLOVES	03/27/26	58.00	10-5351-3210
Total NORCO INC:			2,732.22	
NORMONT EQUIPMENT COMPANY				
35376	GUTTER BROOM WIRE	03/17/26	457.50	10-5305-3210
35376	FREIGHT	03/17/26	298.08	10-5305-3210
Total NORMONT EQUIPMENT COMPANY:			755.58	
NV5 INC				
50322	PROJECT MANAGER-COMMUNITY FACILITY	03/03/26	10,238.20	57-5571-2153
Total NV5 INC:			10,238.20	
ONE CALL OF WYOMING				
78455	UTILITY LOCATES	02/09/26	224.60	31-5402-2120
78455	UTILITY LOCATES	02/09/26	224.60	32-5502-2120
78788	UTILITY LOCATES	03/10/26	344.92	31-5402-2120
78788	UTILITY LOCATES	03/10/26	344.93	32-5502-2120
78789	UTILITY LOCATES	03/10/26	12.60	10-5351-2120

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total ONE CALL OF WYOMING:			1,151.65	
ONE STOP AUTO PLEX				
139784	ALIGNMENT	03/12/26	129.99	10-5202-2155
139784	SHOP SUPPLIES	03/12/26	5.20	10-5202-2155
Total ONE STOP AUTO PLEX:			135.19	
O'REILLY AUTOMOTIVE INC				
360760	HEADLIGHT	02/26/26	62.16	10-5351-3210
360886	BED LINER	02/27/26	20.98	31-5401-3210
360952	BATTERY CABLE LUGS	02/27/26	6.00	10-5305-3210
361421	CLEANER/DETAILER KIT	03/03/26	27.99	31-5401-3210
361424	CARWASH	03/03/26	13.98	10-5302-3210
361454	BATTERY CABLE LUGS	03/03/26	370.14	34-5340-3210
361454	CORE CHARGE	03/03/26	44.00	34-5340-3210
361469	RETURN-CORE CHARGE	03/03/26	44.00	34-5340-3210
362348	TRANSMITTER	03/10/26	42.99	34-5340-3210
362348	DRY LUBE	03/10/26	7.99	34-5340-3210
362348	SEALER	03/10/26	11.24	34-5340-3210
362348	CARB CLEANER	03/10/26	39.48	34-5340-3210
362421	ADHESIVE REMOVER	03/11/26	24.98	10-5302-3210
362534	QUICK STRUT	03/12/26	245.88	10-5301-3210
362625	MANIFOLD SET	03/12/26	10.60	10-5202-3210
363976	LUG NUTS	03/23/26	19.36	10-5202-3210
364222	FUEL FILTER	03/25/26	4.27	10-5302-3237
364222	OIL	03/25/26	39.96	10-5302-3237
364295	BRAKE CLEANER	03/25/26	41.88	34-5340-3210
364400	CREEPERS	03/26/26	187.98	10-5302-3220
364953	OIL	03/30/26	18.99	10-5352-3210
365134	SOCKET	03/31/26	17.99	10-5302-3210
365134	MINI BULBS	03/31/26	7.22	10-5302-3210
Total O'REILLY AUTOMOTIVE INC:			1,222.06	
OTIS ELEVATOR				
TCP15561001	ALARM REPAIR	02/27/26	1,976.75	10-5100-2155
Total OTIS ELEVATOR:			1,976.75	
PARTSONE LLC				
73493	HOSE CLAMPS	02/26/26	12.90	10-5305-3210
73748	CONNECTOR	03/03/26	5.56	33-5600-3210
73798	FUSES	03/04/26	10.77	10-5302-3210
73842	HOSE CLAMP	03/04/26	7.80	10-5302-3210
73842	HOSE CLAMP	03/04/26	12.70	10-5302-3210
73842	HOSE CLAMP	03/04/26	10.32	10-5302-3210
73856	CAPS	03/05/26	6.70	31-5401-3210
73872	CONNECTOR	03/05/26	13.50	10-5305-3210
73941	MARKERS	03/06/26	3.99	10-5302-3210
73943	SAND PAD	03/06/26	9.44	31-5401-3210
74031	PENLIGHT	03/09/26	19.99	10-5302-3210
74031	UTILITY BLADES	03/09/26	13.99	10-5302-3210
74113	DIAGNOSTIC SCAN TOOL	03/10/26	682.49	10-5302-3220
74184	RETRIVING TOOL	03/11/26	23.99	10-5302-3220
74240	WIRE BRUSH	03/12/26	10.49	10-5302-3220
74240	WIRE WHEEL	03/12/26	14.99	10-5302-3220

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
74568	LIGHT BULBS	03/19/26	29.25	10-5302-3210
74744	WHEEL NUT	03/23/26	33.24	10-5202-3210
74747	BUSHINGS	03/23/26	23.65	10-5301-3210
74987	U-BOLT	03/26/26	2.96	10-5305-3210
74987	EXHAUST ADAPTER	03/26/26	6.74	10-5305-3210
75063	FUEL FILTER	03/27/26	192.04	10-5302-3210
75064	AIR FILTER	03/27/26	43.65	10-5302-3210
75170	WIRE	03/30/26	57.42	34-5340-3210
75170	COUPLING	03/30/26	3.64	34-5340-3210
75170	BRASS FITTINGS	03/30/26	14.92	34-5340-3210
75170	TORX BIT	03/30/26	4.96	34-5340-3210
75170	TORX BIT	03/30/26	4.98	34-5340-3210
75170	DRILL BIT	03/30/26	35.99	34-5340-3210
75170	CLAMP	03/30/26	4.90	34-5340-3210
75245	PASTE FLEX	03/31/26	4.99	34-5340-3210
75245	BLADE	03/31/26	24.16	34-5340-3210
75275	HEADLIGHTS	03/31/26	37.98	34-5340-3210
Total PARTSONE LLC:			1,385.09	
PAYMENTECH				
031026	RECORD CREDIT CARD PROCESSING FEE	03/10/26	428.23	31-5400-2158
031026	RECORD CREDIT CARD PROCESSING FEE	03/10/26	276.57	32-5500-2158
031026	RECORD CREDIT CARD PROCESSING FEE	03/10/26	187.35	33-5600-2158
Total PAYMENTECH:			892.15	
PEAK WATER SERVICES LLC				
INVPWS043	PUMP REBUILD-MEADOWLARK LIFT STATION	03/19/26	4,494.84	32-5502-2155
Total PEAK WATER SERVICES LLC:			4,494.84	
PEASLEY & ARMSTRONG LLP				
2322	LEGAL SERVICES	03/10/26	2,640.00	10-5100-2151
2322	LEGAL SERVICES	03/10/26	800.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			3,440.00	
PIERCES LLC				
8633	VEHICLE REPAIR	03/12/26	2,381.50	10-5202-2155
Total PIERCES LLC:			2,381.50	
PLATTE COUNTY LOCKSMITH SERVICES				
032426	RE-KEY PUBLIC WORKS FACILITIES	03/24/26	3,750.00	31-5402-2158
032426	RE-KEY PUBLIC WORKS FACILITIES	03/24/26	570.00	31-5402-2158
032426	RE-KEY PUBLIC WORKS FACILITIES	03/24/26	2,580.00	32-5502-2158
Total PLATTE COUNTY LOCKSMITH SERVICES:			6,900.00	
POWDER RIVER CONSTRUCTION INC				
24-04-10	POOL RENOVATION	04/01/26	248,452.82	55-5550-6544
24-04-10	RETAINAGE-POOL RENOVATION	04/01/26	12,422.64	55-20000210
Total POWDER RIVER CONSTRUCTION INC:			236,030.18	
PTOLEMY GROUP INC				
13634	OFFICE 365	04/01/26	1,905.30	10-5103-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total PTOLEMY GROUP INC:			1,905.30	
QUADIENT				
Q2251095	POSTAGE MACHINE RENTAL	03/03/26	170.97	10-5100-2141
Total QUADIENT:			170.97	
QUILL CORPORATION				
47851522	NCR PAPER	02/19/26	185.94	10-5100-3201
48214738	HIGHLIGHTERS	03/18/26	19.98	10-5100-3201
48214738	PERFORATED PAPER	03/18/26	145.55	10-5100-3201
48221069	BINDER CLIPS	03/18/26	25.20	10-5100-3201
48221069	CALCULATOR RIBBONS	03/18/26	11.24	10-5100-3201
48221069	HIGHLIGHTERS	03/18/26	4.55	10-5100-3201
48221069	LETTER OPENERS	03/18/26	18.87	10-5100-3201
48221069	NOTE PADS	03/18/26	21.92	10-5100-3201
48221069	COLORED PAPER	03/18/26	19.01	10-5100-3201
48221069	PAPER	03/18/26	90.23	10-5100-3201
48221069	PAPER	03/18/26	360.90	10-5100-3201
48221069	PENS	03/18/26	32.01	10-5100-3201
48221069	POST IT FLAGS	03/18/26	9.31	10-5100-3201
48221069	POST IT NOTES	03/18/26	27.63	10-5100-3201
48221069	POST IT NOTES	03/18/26	32.01	10-5100-3201
48221069	LABELS	03/18/26	128.04	10-5100-3201
48223556	STAMP PAD INK	03/19/26	8.24	10-5100-3201
48223831	NCR PAPER	03/19/26	256.12	10-5100-3201
Total QUILL CORPORATION:			1,396.75	
RADDCO LLC				
125447-1	ADAPTER	02/26/26	10.48	34-5340-3210
125447-1	DUAL FOOT CHUCK	02/26/26	124.01	34-5340-3210
125447-1	RECEIVER LOCK	02/26/26	29.99	34-5340-3210
125447-1	TRAILER HITCH BUSHING	02/26/26	24.99	34-5340-3210
125447-1	AIR CHUCK	02/26/26	36.24	34-5340-3210
125447-1	AIR LINE PARTS	02/26/26	41.97	34-5340-3210
125478	RETURN-DUAL FOOT CHUCK	02/26/26	124.01	34-5340-3210
125501	BATTERY TERMINAL	02/26/26	7.75	10-5305-3210
125533	RUBBER GLOVES	02/27/26	29.37	10-5302-3210
125552	RUBBER GLOVES	02/27/26	19.99	10-5302-3210
125634	BATTERY	03/02/26	7.42	10-5305-3210
125702	BATTERY	03/03/26	168.83	10-5302-3210
125795	FUSES	03/04/26	20.18	33-5600-3210
125795	FUSES	03/04/26	5.46	33-5600-3210
125838	GRAPHITE SPRAY	03/04/26	27.38	10-5305-3210
125858	HOSE CLAMPS	03/04/26	28.60	10-5302-3210
125858	HOSE CLAMPS	03/04/26	25.68	10-5302-3210
125858	HOSE CLAMPS	03/04/26	35.80	10-5302-3210
125875	AIR FILTER	03/05/26	37.15	10-5302-3210
125877	STARTER	03/05/26	102.64	10-5352-3210
125879	AIR FILTER	03/05/26	29.35	10-5302-3210
125921	FUEL LINE FITTING	03/05/26	5.29	34-5340-3210
125921	FUEL LINE FITTING	03/05/26	5.29	34-5340-3210
125921	CUTTER/CRIMPER	03/05/26	24.90	34-5340-3210
125921	FUEL LINE	03/05/26	4.84	34-5340-3210
125921	CABLE TIES	03/05/26	14.00	34-5340-3210
125929	FUEL FILTER	03/05/26	25.98	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
126133	OIL FILTER	03/10/26	4.00	10-5302-3210
126159	BATTERIES	03/10/26	252.10	33-5600-3210
126173	RETURN-CORE	03/10/26	27.00-	33-5600-3210
126227	LIGHT BULBS	03/11/26	9.77	10-5302-3210
126228	BRAKE PADS	03/11/26	62.64	10-5202-3210
126228	ROTORS	03/11/26	191.32	10-5202-3210
126231	OIL FILTER	03/11/26	16.00	10-5302-3210
126231	AIR FILTER	03/11/26	37.15	10-5302-3210
126231	FUEL/WATER SEPARATOR	03/11/26	28.61	10-5302-3210
126231	OIL FILTER	03/11/26	4.00	10-5302-3210
126231	HYDRAULIC FILTER	03/11/26	24.50	10-5302-3210
126231	FUEL FILTER	03/11/26	29.72	10-5302-3210
126231	FUEL/WATER SEPARATOR	03/11/26	68.36	10-5302-3210
126231	AIR FILTER	03/11/26	53.48	10-5302-3210
126231	LUBE FILTER	03/11/26	7.05	10-5302-3210
126231	LUBE FILTER	03/11/26	69.10	10-5302-3210
126231	FUEL FILTER	03/11/26	18.39	10-5302-3210
126231	LUBE SPIN-ON FILTER	03/11/26	39.76	10-5302-3210
126231	FUEL FILTER	03/11/26	32.70	10-5302-3210
126231	FUEL FILTER	03/11/26	50.90	10-5302-3210
126231	FUEL FILTER	03/11/26	66.12	10-5302-3210
126231	OIL FILTER	03/11/26	6.20	10-5302-3210
126231	OIL FILTER	03/11/26	18.08	10-5302-3210
126294	AIR FILTERS	03/11/26	82.86	10-5302-3210
126358	WIRE	03/12/26	6.63	10-5302-3210
126382	SPARK PLUGS	03/12/26	40.50	10-5202-3210
126385	COIL PLUG BOOTS	03/12/26	38.10	10-5202-3210
126389	OIL FILTER	03/13/26	10.59	10-5302-3210
126486-1	BATTERIES	03/16/26	225.10	10-5305-3210
126586	AIR FILTERS	03/17/26	165.72	10-5302-3210
126887	SWAY BAR LINK KIT	03/20/26	123.84	10-5301-3210
126970	HYDRAULIC HOSE	03/23/26	19.24	10-5305-3210
126970	FITTINGS	03/23/26	19.00	10-5305-3210
126991	AIR FILTERS	03/23/26	74.30	10-5302-3210
126997	HAND SOAP	03/23/26	41.99	10-5302-3210
127102	SPARK PLUGS	03/25/26	16.44	10-5352-3210
127102	OIL FILTER	03/25/26	8.00	10-5302-3210
127102	FUEL FILTER	03/25/26	2.33	10-5302-3210
127112	RAGS	03/25/26	40.00	10-5352-3210
127136	SPARK PLUG	03/25/26	3.56	10-5352-3210
127137	AIR FILTERS	03/25/26	12.99	10-5302-3210
127151	SHOP RAGS	03/25/26	40.00	10-5305-3210
127198	LIGHT BULBS	03/26/26	9.99	10-5302-3210
127200-1	MINI BULBS	03/26/26	.81	10-5302-3210
127207	MINI BULBS	03/26/26	7.29	10-5302-3210
127235	LUBE OIL FILTER	03/26/26	44.59	10-5302-3210
127235	FUEL FILTER	03/26/26	49.04	10-5302-3210
127254	COOLANT FILTER	03/26/26	8.36	10-5302-3210
127327	JB WELD	03/27/26	7.04	10-5302-3210
127436	THREAD TAP	03/31/26	11.72	10-5302-3220
127481	SEALANT	03/31/26	24.24	33-5600-3210
127515	FITTINGS	04/01/26	14.78	10-5302-3210
162360	BRAKE PADS	03/12/26	44.99	10-5202-3210
162360	ROTORS	03/12/26	110.00	10-5202-3210

Total RADDCO LLC:

3,136.56

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
RAMSHORN CONSTRUCTION INC				
24-060-02	S 4TH ST PROJECT	03/20/26	63,605.34	31-5409-6544
24-060-02	RETAINAGE-S 4TH ST PROJECT	03/20/26	3,180.27-	32-20000210
24-060-02	S 4TH ST PROJECT	03/20/26	7,542.14	32-5508-6544
24-060-02	RETAINAGE-S 4TH ST PROJECT	03/20/26	377.11-	32-20000210
24-060-02	S 4TH ST PROJECT	03/20/26	126,003.64	56-5560-6544
24-060-02	RETAINAGE-S 4TH ST PROJECT	03/20/26	6,300.18-	56-20000210
Total RAMSHORN CONSTRUCTION INC:			187,293.56	
ROCKY MOUNTAIN POWER				
031026	ELECTRICITY SERVICES	03/10/26	9,085.99	10-5100-2131
031026	ELECTRICITY SERVICES	03/10/26	194.32	10-5201-2131
031026	ELECTRICITY SERVICES	03/10/26	533.10	10-5301-2131
031026	ELECTRICITY SERVICES	03/10/26	2,256.53	10-5351-2131
031026	ELECTRICITY SERVICES	03/10/26	248.23	10-5352-2131
031026	ELECTRICITY SERVICES	03/10/26	661.89	10-5354-2131
031026	ELECTRICITY SERVICES	03/10/26	2,275.69	31-5401-2131
031026	ELECTRICITY SERVICES	03/10/26	1,367.01	31-5402-2131
031026	ELECTRICITY SERVICES	03/10/26	6,305.16	32-5501-2131
031026	ELECTRICITY SERVICES	03/10/26	1,300.39	32-5502-2131
031026	ELECTRICITY SERVICES	03/10/26	875.05	34-5340-2131
032526	ELECTRICITY SERVICES	03/25/26	589.20	10-5301-2131
Total ROCKY MOUNTAIN POWER:			25,692.56	
SAFEWAY STORES				
800033	COFFEE	03/10/26	43.98	10-5301-3230
800033	TEA	03/10/26	3.99	10-5301-3230
800033	COFFEE	03/10/26	59.97	10-5301-3230
800033	COUPON	03/10/26	1.00-	10-5301-3230
803282	COFFEE PODS	03/12/26	29.99	10-5100-3230
803282	COFFEE	03/12/26	139.93	10-5100-3230
803282	CREAMER	03/12/26	8.49	10-5100-3230
803282	WATER	03/12/26	10.98	10-5100-3230
803282	KLEENEX	03/12/26	16.98	10-5100-3210
803282	PAPER TOWELS	03/12/26	43.98	10-5100-3210
805426	CAKE-JD'S GOING AWAY PARTY	03/25/26	34.99	10-5100-2123
805426	VEGGIE TRAY-JD'S GOING AWAY PARTY	03/25/26	59.99	10-5100-2123
Total SAFEWAY STORES:			452.27	
SMITH PSYCHOLOGICAL SERVICES LLC				
13802	ANNUAL EMPLOYEE MENTAL HEALTH CHECKINS	09/10/25	2,490.60	10-5201-2158
Total SMITH PSYCHOLOGICAL SERVICES LLC:			2,490.60	
STEINER THUESEN PLLC				
022826	ARCHITECT FEES-PARKS PROJECTS	02/28/26	5,172.75	65-5650-2153
032826	ARCHITECT FEES-PARKS PROJECTS	03/28/26	632.00	65-5650-2153
Total STEINER THUESEN PLLC:			5,804.75	
SUPERIOR SIGNS & SUPPLY LLC				
30826	STREET SIGNS	03/31/26	1,040.00	10-5305-3210
30826	STREET SIGNS	03/31/26	665.40	10-5305-3210
30826	STREET SIGNS	03/31/26	1,097.69	10-5305-3210
30826	STREET SIGNS	03/31/26	1,704.56	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total SUPERIOR SIGNS & SUPPLY LLC:			4,507.65	
THE RETAIL COACH LLC				
5943	RETAIL RECRUITMENT/DEVELOPMENT STRATEGY	03/16/26	12,500.00	41-5410-2158
Total THE RETAIL COACH LLC:			12,500.00	
TJ INDUSTRIES				
149376	FLAT REPAIR	03/18/26	125.00	34-5340-3210
149376	O-RING	03/18/26	9.00	34-5340-3210
Total TJ INDUSTRIES:			134.00	
TOP OFFICE PRODUCTS				
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	1.11	10-5106-2156
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	36.75	10-5106-2156
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	10.20	10-5301-2156
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	53.10	10-5301-2156
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	30.00	10-5100-2156
205565	COPIER MAINTENANCE AGREEMENT	02/25/26	147.68	10-5100-2156
Total TOP OFFICE PRODUCTS:			278.84	
TWIN PEAKS PUMP & SUPPLY INC				
166306	TEE	02/19/26	37.02	33-5600-3210
167957	VALVE/GASKETS/BOLTS/ANTI-SEIZE	03/13/26	1,174.13	31-5402-3210
168135	CAMLOCK ENDS	03/18/26	208.34	31-5401-3210
Total TWIN PEAKS PUMP & SUPPLY INC:			1,419.49	
UNITED STATES POSTAL SERVICE				
032626	POSTAGE	03/26/26	500.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			500.00	
USA BLUEBOOK				
INV00951454	FLOAT SWITCH	02/02/26	316.01	31-5401-3210
Total USA BLUEBOOK:			316.01	
VERIZON WIRELESS				
032626	CELLULAR SERVICE	03/26/26	179.98	10-5106-2134
032626	CELLULAR SERVICE	03/26/26	40.01	10-5201-2134
032626	CELLULAR SERVICE	03/26/26	1,633.48	10-5202-2134
032626	CELLULAR SERVICE	03/26/26	45.06	10-5352-2134
032626	CELLULAR SERVICE	03/26/26	54.30	31-5402-2134
032626	CELLULAR SERVICE	03/26/26	71.04	32-5502-2134
032626	CELLULAR SERVICE	03/26/26	56.58	10-5102-2134
032626	CELLULAR SERVICE	03/26/26	16.74	31-5401-2134
032626	CELLULAR SERVICE	03/26/26	50.08	10-5305-2134
032626	CELLULAR SERVICE	03/26/26	25.04	33-5600-2134
032626-1	CELLULAR SERVICE	03/26/26	179.98	10-5106-2134
032626-1	CELLULAR SERVICE	03/26/26	1,645.31	10-5202-2134
032626-1	CELLULAR SERVICE	03/26/26	40.01	10-5201-2134
Total VERIZON WIRELESS:			4,037.61	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
VISA-CONVERSE COUNTY BANK				
011326	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/13/26	42.31	10-5202-2123
014324	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/14/26	10.00	10-5202-2123
015715-1	LODGING-NATIONAL LEAGUE OF CITIES	03/19/26	1,651.13	10-5101-2123
018053	MEAL	03/18/26	41.72	10-5102-2123
027355	GEL CLINGS-ST PATRICK'S DAY DECORATIONS	03/07/26	3.00	10-5109-3210
027355	JUMBO TIE-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	WINDOW CLING-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	TULLE-ST PATRICK'S DAY DECORATIONS	03/07/26	3.00	10-5109-3210
027355	JUMBO TIE-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	SHAMROCK PICKS-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	SHAMROCK LIGHTS-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	NECKLACES-ST PATRICK'S DAY DECORATIONS	03/07/26	1.50	10-5109-3210
027355	FELT SHAMROCK-ST PATRICK'S DAY DECORATIONS	03/07/26	3.00	10-5109-3210
031026	CREDIT-REWARD PROGRAM POINTS	03/10/26	293.85-	10-4100-1109
031026-1	PAYMENT DIFFERENCE CORRECTION	03/10/26	.01	10-5100-3210
032526	HARD DRIVE	03/25/26	409.49	10-5202-3210
033126	FUEL	03/31/26	32.82	10-5202-2123
100227	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/12/26	51.00	10-5202-2123
102003318251297	LAPTOP MOUSE	03/10/26	27.28	10-5109-3210
10203318251298	KEYBOARD MAT	03/10/26	23.09	10-5109-3210
10912	PLAQUE-EMPLOYEE RECOGNITION	03/12/26	46.00	10-5100-3210
10941	PLAQUE-EMPLOYEE RECOGNITION	04/01/26	46.00	10-5100-3210
111025	HOTEL CANCELLATION FEES	11/10/25	127.41	10-5202-2123
111-1166314	STAPLE REMOVERS	03/12/26	9.82	10-5109-3210
111-1166314	DESK ORGANIZER	03/12/26	15.97	10-5109-3210
111-1166314	PAPER TRAY HOLDER	03/12/26	28.49	10-5109-3210
111-1166314	STAPLER	03/12/26	17.99	10-5109-3210
111-1166314	DISCOUNT	03/12/26	1.42-	10-5109-3210
111-1435147	CRICUT VINYL	02/26/26	13.99	10-5100-3210
111-1435147	CRICUT VINYL	02/26/26	7.99	10-5100-3210
111-3542130	FILE FOLDERS	12/05/25	28.49	10-5202-3210
111-3542130	CLIPBOARDS	12/05/25	13.85	10-5202-3210
111-3542130	CD-R DISCS	12/05/25	47.42	10-5202-3210
111-4148566	HANGING FILE FOLDERS	03/10/26	50.68	10-5109-3210
111-4148566	STAMP	03/10/26	22.78	10-5109-3210
111-4148566	STAMP	03/10/26	18.16	10-5109-3210
111-4148566	STAMP INK	03/10/26	11.83	10-5109-3210
111-4148566	FILE FOLDERS	03/10/26	16.87	10-5109-3210
111-4148566	FILE FOLDER TABS	03/10/26	6.99	10-5109-3210
111-4148566	DESK PAPER ORGANIZER	03/10/26	26.59	10-5109-3210
111-4499520	CABINET MAGNETS	03/17/26	6.90	10-5109-3210
111-4499520	TAB DIVIDERS	03/17/26	29.60	10-5100-3210
111-6099206	POSTER STICKER TACK PUTTY	02/26/26	6.29	10-5100-3210
111-6099206	GORILLA TACK	02/26/26	6.30	10-5100-3210
111-6448507	FILE FOLDERS	03/10/26	24.90	10-5109-3210
111-9024930	INDEXES	03/17/26	33.48	10-5100-3210
111-9966815	LIGHTENING CHARGER	02/26/26	10.79	10-5109-3210
111-9966815	FLOATING SHELVES	02/26/26	59.38	10-5100-3210
111-9966815	PLAUD CHARGER	02/26/26	9.99	10-5109-3210
111-9966815	PORTABLE CHARGER	02/26/26	34.99	10-5109-3210
111-9966815	USB WALL CHARGER	02/26/26	9.99	10-5109-3210
111-9966815	LAPTOP POWER BANK	02/26/26	119.98	10-5109-3210
111-9966815	STACKABLE PAPER TRAY	02/26/26	28.81	10-5109-3210
111-9966815	CONVERTER CHARGING CABLES	02/26/26	9.66	10-5109-3210
111-9966815	DISCOUNT	02/26/26	2.97-	10-5109-3210
112-4457487	SILICONE DRUG FREE WRISTBANDS	12/29/25	104.69	10-5201-3210
112-6149810	COFFEE FILTERS	01/02/26	29.29	10-5201-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
112-7719178	GEAR RECORDER	12/31/25	109.00	10-5202-3210
112-7789553	INDUCTION HEATER	03/17/26	159.99	10-5302-3220
112-7789553	SHIPPING	03/17/26	6.99	10-5302-3220
112-8024181	DRY ERASE BOARD	12/31/25	94.99	10-5202-3210
113-2501422	LIFE VESTS	03/02/26	66.81	10-5202-3210
113-3150988	RANGE FINDER	03/02/26	70.99	10-5202-3210
113-3324388	SNAKE TONGS	03/02/26	41.99	10-5202-3210
113-3324388	DOG RAMP	03/02/26	66.49	10-5202-3210
113-3324388	DOG STRETCHER	03/02/26	49.99	10-5202-3210
113-5140164	ANIMAL NET	03/02/26	65.98	10-5202-3210
113-5140164	FIRST AID KIT	03/02/26	47.49	10-5202-3210
113-5140164	ANIMAL HANDLING GLOVES	03/02/26	25.99	10-5202-3210
113-5140164	DISCOUNT	03/02/26	13.20-	10-5202-3210
114-0127294	TABLET CAR CHARGER	03/23/26	23.97	10-5302-3210
114-0127294	CHARGING CABLES	03/23/26	18.99	10-5302-3210
114-0127294	TABLET MAGNETIC VEHICLE MOUNT	03/23/26	15.27	10-5302-3210
114-0127294	SHIPPING	03/23/26	6.99	10-5302-3210
114-1623306	CONNECTORS	03/05/26	25.99	10-5302-3210
114-1623306	PROPANE TANK GAUGES	03/05/26	51.98	10-5302-3210
114-1623306	SCREW TERMINAL BLOCKS	03/05/26	8.95	10-5302-3210
114-1623306	PIN CONNECTOR KIT	03/05/26	12.95	10-5302-3210
114-1623306	CABLE WIRE	03/05/26	36.09	10-5302-3210
114-2460767	TIRE REPAIR GLUE	03/18/26	104.40	34-5340-3210
114-2460767	TAPE	03/18/26	22.89	34-5340-3210
114-2515750	BUSINESS CARD DISPLAY	03/27/26	21.00	10-5302-3210
114-4358647	WEDGE KIT	02/03/26	28.99	10-5202-3210
114-4358647	WOUND PACKING TRAINER	02/03/26	71.98	10-5202-3210
114-4358647	DIGITAL VOICE RECORDER	02/03/26	38.99	10-5202-3210
114-5265883	FLAG CLIPS	03/09/26	23.98	10-5302-3210
114-6567674	STREET LIGHT GLOBES	01/27/26	599.98	10-5302-3210
114-6612413	BUSINESS CARD HOLDER	03/27/26	14.98	10-5302-3210
114-7347625	BATTERY REPLACEMENT	03/16/26	59.48	10-5301-3210
114-9476950	COOLING FAN	03/05/26	11.99	10-5302-3210
11884	FUEL-ANIMAL CRUELTY INVESTIGATIONS	01/11/26	53.09	10-5202-2123
119-1	CREDIT-DIFFERENCE BETWEEN AMOUNT PAID & AMOUNT CH	02/13/26	.03-	10-5101-2123
120425	RIBBON MOUNTS	12/04/25	13.21	10-5202-3210
120825	CDL SKILLS TEST	12/08/25	87.04	10-5351-3210
12225	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/12/26	11.43	10-5202-2123
13166	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/13/26	17.61	10-5202-2123
1837	CHEESECAKES-EMPLOYEE RECOGNITION	04/01/26	36.54	10-5100-3230
2316	LARGE TUB	04/02/26	1.50	10-5100-3210
2316	PLATES	04/02/26	1.00	10-5100-3210
2316	BOWLS	04/02/26	1.00	10-5100-3210
2316	TUMBLERS	04/02/26	1.00	10-5100-3210
2316	CUP/STRAW	04/02/26	1.00	10-5100-3210
2316	TUMBLER	04/02/26	3.00	10-5100-3210
2316	DISCOUNT	04/02/26	3.00-	10-5100-3210
2316	PARTY BOWL	04/02/26	1.00	10-5100-3210
2316	UTENSILS	04/02/26	1.00	10-5100-3210
2316	UTENSILS	04/02/26	1.00	10-5100-3210
2316	LARGE TUB	04/02/26	1.50	10-5100-3210
2316	CUP/STRAW	04/02/26	1.00	10-5100-3210
2316	TUMBLER	04/02/26	3.00	10-5100-3210
2316	PARTY BOWL	04/02/26	1.00	10-5100-3210
2316	BOWLS	04/02/26	1.00	10-5100-3210
2316	PLATES	04/02/26	1.00	10-5100-3210
2316	TUMBLER	04/02/26	1.00	10-5100-3210
2316	PLUSH SIPPER	04/02/26	8.00	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
2316	PLUSH SIPPER	04/02/26	8.00	10-5100-3210
2316	TUMBLER	04/02/26	10.00	10-5100-3210
2316	TUMBLER	04/02/26	10.00	10-5100-3210
2316	BALLOONS	04/02/26	1.50	10-5100-3210
2316	BALLOONS	04/02/26	2.50	10-5100-3210
2316	BALLOONS	04/02/26	2.50	10-5100-3210
2316	BALLOONS	04/02/26	2.50	10-5100-3210
2316	BALLOONS	04/02/26	1.50	10-5100-3210
2316	BALLOONS	04/02/26	1.50	10-5100-3210
2316	BALLOONS	04/02/26	2.50	10-5100-3210
2316	RIBBON	04/02/26	1.00	10-5100-3210
2316	RIBBON	04/02/26	1.00	10-5100-3210
2316	HELIUM TANK	04/02/26	35.00	10-5100-3210
2316	JOURNAL	04/02/26	4.50	10-5100-3210
2316	DISCOUNT	04/02/26	7.00	10-5100-3210
2316	JOURNAL	04/02/26	4.50	10-5100-3210
2316	JOURNAL DOTS	04/02/26	3.50	10-5100-3210
2316	JOURNAL DOTS	04/02/26	3.50	10-5100-3210
2316	PENS	04/02/26	4.50	10-5100-3210
2316	PENS	04/02/26	4.50	10-5100-3210
2316	PENS	04/02/26	4.50	10-5100-3210
2316	PENS	04/02/26	4.50	10-5100-3210
2429	ULTRA TABS	03/02/26	4.12	10-5109-3210
2429	ULTRA TABS	03/02/26	4.12	10-5109-3210
2429	ULTRA TABS	03/02/26	4.86	10-5109-3210
30069	STORAGE RACKS	01/30/26	219.00	10-5202-3210
31103078-1	CREDIT-DIFFERENCE BETWEEN AMOUNT PAID & AMOUNT CH	02/13/26	.25	10-5102-2123
349662	CATCH POLE	03/19/26	89.99	10-5202-3210
349662	SHIPPING	03/19/26	34.99	10-5202-3210
355944	E-TRAINING	04/03/26	725.00	10-5305-2122
36108	DUST CAPS	03/17/26	8.58	10-5302-3210
36108	BOOTS	03/17/26	14.04	10-5302-3210
36108	PLUGS	03/17/26	3.60	10-5302-3210
3649	EASTER GEL CLINGS	03/03/26	1.00	10-5109-3210
3649	EASTER GEL CLINGS	03/03/26	1.00	10-5109-3210
3649	ADAPTER PLUG	03/03/26	3.75	10-5109-3210
3649	TABLE TOP SIGN	03/03/26	1.00	10-5109-3210
3649	EASTER GEL CLINGS	03/03/26	1.00	10-5109-3210
3649	EASTER GRASS	03/03/26	1.00	10-5109-3210
3649	PLASTIC EASTER EGGS	03/03/26	1.00	10-5109-3210
3649	PLASTIC EASTER EGGS	03/03/26	1.00	10-5109-3210
3649	EASTER GEL CLINGS	03/03/26	1.00	10-5109-3210
3649	TABLE TOP SIGNS	03/03/26	1.00	10-5109-3210
3649	BUNNY TABLE DECORATION	03/03/26	3.00	10-5109-3210
3649	EGG GARLAND	03/03/26	5.00	10-5109-3210
3649	EGG GARLAND	03/03/26	5.00	10-5109-3210
3900	EASTER BUCKET	03/03/26	1.75	10-5109-3210
3900	TABLE CLOTH	03/03/26	1.50	10-5109-3210
3900	TINSEL GARLAND	03/03/26	1.75	10-5109-3210
3900	EASTER HANGING SIGN	03/03/26	1.75	10-5109-3210
3900	EASTER HANGING SIGN	03/03/26	1.75	10-5109-3210
42044	COMMUNITY LOVE MURAL-112 MURAL	03/31/26	7,497.00	93-5930-2158
42044	SHIPPING	03/31/26	75.00	93-5930-2158
42044	UNITY TREE MURAL-COMMUNITY CENTER	03/31/26	4,997.00	57-5571-6542
42044	SHIPPING	03/31/26	75.00	57-5571-6542
4878	TOTE BOX-PUBLIC RELATIONS SUPPLIES	03/04/26	10.00	10-5109-3210
4878	TRANSFER TAPE-PUBLIC RELATIONS SUPPLIES	03/04/26	3.00	10-5109-3210
4878	BEE MUSHROOM-PUBLIC RELATIONS SUPPLIES	03/04/26	3.00	10-5109-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
4878	TRIPLE STACK GNOME-PUBLIC RELATIONS SUPPLIES	03/04/26	5.00	10-5109-3210
4878	CEMENT BEE GNOME-PUBLIC RELATIONS SUPPLIES	03/04/26	3.00	10-5109-3210
4878	SUCCULENT BEE POT-PUBLIC RELATIONS SUPPLIES	03/04/26	5.00	10-5109-3210
4878	PATRIOTIC GNOME-PUBLIC RELATIONS SUPPLIES	03/04/26	2.00	10-5109-3210
4878	PATRIOTIC GNOME-PUBLIC RELATIONS SUPPLIES	03/04/26	2.00	10-5109-3210
4878	CEMENT BEE STONE-PUBLIC RELATIONS SUPPLIES	03/04/26	1.00	10-5109-3210
4878	HELLO SPRING SIGN-PUBLIC RELATIONS SUPPLIES	03/04/26	1.00	10-5109-3210
4878	PATRIOTIC GNOME-PUBLIC RELATIONS SUPPLIES	03/04/26	2.00	10-5109-3210
491420	ALLISON DOC SOFTWARE	04/01/26	1,320.00	10-5302-3220
491420	USB LINK KIT	04/01/26	774.95	10-5302-3220
53	CERTIFIED POOL OPERATOR TRAINING	03/26/26	390.00	10-5351-2122
53519	IIMC CMC ADMISSION FEE	03/10/26	50.00	10-5109-2122
593282	REGISTRATION-APWA SNOW CONFERENCE	02/05/26	639.00	10-5305-2122
76016	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/14/26	58.00	10-5202-2123
76096	MEAL-ANIMAL CRUELTY INVESTIGATIONS	01/15/26	61.48	10-5202-2123
81482864522	WASCOP DUES	02/26/26	250.00	10-5201-2120
854	REGISTRATION-WESTERN MATTERS RURAL SUMMIT	03/02/26	150.00	10-5106-2122
8930741	PATROL GLOVES	03/06/26	49.97	10-5202-3210
89888	LODGING-ANIMAL CRUELTY INVESTIGATIONS	01/16/26	503.05	10-5202-2123
929831	APWA CERTIFICATION TEST	02/25/26	500.00	10-5305-2122
9390	GIFT CARDS-STUDENT OF THE QUARTER	03/09/26	30.00	10-5201-3210
CNFCSE	TRAVEL-APWA SNOW CONFERENCE	02/05/26	677.79	10-5305-2123
EQHHGMNJ-0002	PLAUD SUBSCRIPTION	03/23/26	239.99	10-5103-2120
FFCEEZ	TRAVEL-NASRO CONFERENCE	03/13/26	1,329.96	10-5202-2123
MDS-498914	DIRECTIONAL SIGN	02/24/26	71.98	10-5100-3210
MDS-498914	DIRECTIONAL SIGN	02/24/26	71.98	10-5100-3210
MDS-498946	DIRECTIONAL SIGN	02/25/26	71.98	10-5100-3210
ORD008849	REGISTRATION-DEATH INVESTIGATION	02/27/26	150.00	10-5201-2122
R076237531	MEMBERSHIP-K9 ASSOCIATION	03/05/26	80.00	10-5202-3210
S466046	CLOCK-EMPLOYEE RECOGNITION	03/06/26	104.98	10-5100-3210
TUS1571459	TIMEX WATCH-EMPLOYEE YEARS OF SERVICE	03/11/26	78.95	10-5100-3210
WEB35560	GT SIMULATORS-EDUCATIONAL GOGGLES	03/19/26	251.46	10-5201-3210
WEB35560	SHIPPING	03/19/26	39.95	10-5201-3210
WK17030288	STANDOFF SIGNS-FOYER REMODEL	02/26/26	18.12	10-5100-3210
WK17030288	ACRYLIC SHEET-FOYER REMODEL	02/26/26	85.98	10-5100-3210
WN51185714	REDUCER	03/10/26	13.98	10-5302-3210
WN51185714	ELBOW	03/10/26	7.98	10-5302-3210
WN51185714	ELBOW	03/10/26	9.98	10-5302-3210
WN51185714	ELBOW	03/10/26	15.96	10-5302-3210
WN51185714	REDUCER	03/10/26	51.92	10-5302-3210
WN51185714	PIPE	03/10/26	31.92	10-5302-3210
WN51185714	WYE FITTING	03/10/26	45.59	10-5302-3210
Total VISA-CONVERSE COUNTY BANK:			27,485.90	
VISIONARY COMMUNICATIONS INC				
1641323	PHONE SERVICE	03/01/26	814.98	10-5100-2134
1655426	PHONE SERVICE	03/01/26	176.62	10-5103-2158
1686971	PHONE SERVICE	04/01/26	814.98	10-5100-2134
1692479	PHONE SERVICE	04/01/26	176.62	10-5103-2158
Total VISIONARY COMMUNICATIONS INC:			1,983.20	
WESTERN MUNICIPAL CONSTRUCTION OF WYO				
22-043-10	MIDDLE SCHOOL LIFT STATION PROJECT	03/25/26	160,295.12	32-5508-6544
22-043-10	RETAINAGE-MIDDLE SCHOOL LIFT STATION PROJECT	03/25/26	8,014.76-	32-20000210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WESTERN MUNICIPAL CONSTRUCTION OF WYO:			152,280.36	
WESTERN SKIES TECHNOLOGY				
25083	RADAR UNIT INSTALLATION	03/31/26	120.00	10-5202-2155
Total WESTERN SKIES TECHNOLOGY:			120.00	
WHEATLAND GARAGE DOOR LLC				
5592	DOOR REPAIR	03/24/26	325.00	34-5340-2155
Total WHEATLAND GARAGE DOOR LLC:			325.00	
WILDWOOD TREE SERVICE LLC				
022626	HAZARDOUS TREE MITIGATION	02/26/26	59,200.00	65-5650-2158
030226	TREE TRIMMING/REMOVAL	03/02/26	4,500.00	10-5352-2158
Total WILDWOOD TREE SERVICE LLC:			63,700.00	
WW GRAINGER				
9810367293	PUSH FIT ADAPTER	02/17/26	48.90	31-5402-3210
9810367293	TUBING	02/17/26	18.17	31-5402-3210
9813057495	CELL SIGNAL BOOSTER	02/19/26	1,699.99	31-5401-3210
9818506843	HEADACHE RACK	02/23/26	762.04	32-5505-6548
9818506843	SHIPPING	02/23/26	169.00	32-5505-6548
9821157436	BATTERY	02/25/26	45.35	34-5340-3210
9821157436	TRASH BAGS	02/25/26	83.00	34-5340-3210
9821157436	TRASH BAGS	02/25/26	61.43	34-5340-3210
9821157436	BATTERY	02/25/26	12.17	34-5340-3210
9821980696	GASKETS	02/25/26	13.56	10-5351-3210
9823334199	WALL POCKETS	02/26/26	57.94	10-5301-3210
9823334199	WALL FILES	02/26/26	72.75	10-5301-3210
9826829567	TOOL TAGS	03/02/26	35.15	10-5305-3220
9840300116	CEILING TILES	03/12/26	170.02	10-5301-3210
9840300116	SHIPPING	03/12/26	30.00	10-5301-3210
9852423095	PAPER TOWELS	03/23/26	116.20	10-5301-3210
9852423095	TRASH BAGS	03/23/26	49.45	10-5301-3210
9852423095	TRASH BAGS	03/23/26	59.18	10-5301-3210
9852423095	TOILET PAPER	03/23/26	49.13	10-5301-3210
9853993930	LOCK NUT	03/24/26	3.56	10-5351-3210
9853993930	WASHER	03/24/26	4.40	10-5351-3210
9853993930	HEX BOLT	03/24/26	29.82	10-5351-3210
Total WW GRAINGER:			3,591.21	
WY CHILD & FAMILY DEV INC				
022026-FEB	FUNDING ALLOCATION AGREEMENT	02/28/26	416.67	10-5110-8707
032026-MAR	FUNDING ALLOCATION AGREEMENT	03/31/26	416.67	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			833.34	
WY DEPT OF TRANSPORTATION				
157263	LOCAL SHARE OF PARTICIPATING EXPENDITURES	03/02/26	612.66	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			612.66	
WY MACHINERY COMPANY				
PO8856386	SHIPPING	02/19/26	8.03	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
PO8856386	CABIN FILTER	02/19/26	141.26	10-5302-3210
PO8856386	CABIN FILTER	02/19/26	54.70	10-5302-3210
PO8856386	HYDRAULIC FILTER	02/19/26	87.31	10-5302-3210
PO8858153	THERMOSTAT HOUSING	02/20/26	118.27	31-5402-3210
PO8861260	SHIPPING	02/24/26	11.95	34-5340-3210
PO8863047	SEAL	02/25/26	235.60	34-5340-3210
PO8863047	THRUST WASHER	02/25/26	122.30	34-5340-3210
PO8863047	SLEEVE BEARING	02/25/26	189.15	34-5340-3210
PO8863047	LOCK RING	02/25/26	50.44	34-5340-3210
PO8876412	PIN RETAINER	03/06/26	38.85	34-5340-3210
PO8876412	PIN	03/06/26	16.95	34-5340-3210
PO8876412	BUCKET TIP	03/06/26	239.70	34-5340-3210
PO8876412	SHIPPING	03/06/26	8.58	34-5340-3210
PO8876413	TRANSMISSION TUBE	03/06/26	133.72	34-5340-3210
PO8885092	HOSE ASSEMBLY	03/13/26	267.75	10-5305-3210
PO8885092	SHIPPING	03/13/26	5.36	10-5305-3210
PO8896076	TRANSMISSION FILTER	03/24/26	132.28	10-5302-3210
PO8896076	SHIPPING	03/24/26	2.65	10-5302-3210
PO8896076	OIL	03/24/26	547.85	10-5302-3210
PO8896076	SHIPPING	03/24/26	10.95	10-5302-3210
PO8900998	SHIPPING	03/27/26	3.79	10-5305-3210
PO8902541	TIE ROD END	03/28/26	189.60	10-5305-3210
Total WY MACHINERY COMPANY:			2,617.04	
WY RETIREMENT SYSTEM				
030626	Payroll Deduction	03/06/26	76,906.31	10-20000224
Total WY RETIREMENT SYSTEM:			76,906.31	
WY SECRETARY OF STATE				
033026	ARTICLES OF INCORPORATION	03/30/26	20.00	10-5100-3210
Total WY SECRETARY OF STATE:			20.00	
WY STATE DISBURSEMENT CENTER				
030626	Payroll Deduction	03/06/26	34.90	10-20000226
032026	Payroll Deduction	03/20/26	34.90	10-20000226
Total WY STATE DISBURSEMENT CENTER:			69.80	
WY SUPREME COURT				
033126	CIVIL LEGAL SERVICE FEES	03/31/26	96.00	10-20000208
033126	AUTOMATION FEE	03/31/26	300.00	10-20000208
033126-1	CIVIL LEGAL SERVICE FEES	03/31/26	185.00	10-20000208
033126-1	AUTOMATION FEE	03/31/26	540.00	10-20000208
Total WY SUPREME COURT:			1,121.00	
WY WATER DEVELOPMENT COMMISSIO				
RH030226/F	SHEEP MOUNTAIN WELL PURCHASE	03/16/26	610,838.00	31-5408-2158
Total WY WATER DEVELOPMENT COMMISSIO:			610,838.00	
WYO THREADS				
427	LOGO SHIRT	02/24/26	45.00	10-5109-3210
427	LOGO SHIRT	02/24/26	37.00	10-5109-3210
427	LOGO SHIRT	02/24/26	36.00	10-5109-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
427	LOGO SHIRT	02/24/26	37.00	10-5109-3210
427	LOGO SHIRT	02/24/26	38.00	10-5109-3210
427	LOGO JACKET	02/24/26	90.00	10-5109-3210
427	LOGO JACKET	02/24/26	90.00	10-5109-3210
427	LOGO JACKET	02/24/26	90.00	10-5100-3210
445	CITY LOGO JACKET	03/13/26	90.00	10-5101-3210
445	CITY LOGO JACKETS	03/13/26	180.00	10-5100-3210
Total WYO THREADS:			733.00	
WYODAK ENERGY SERVICES LLC				
25-2015-2	DOWNTOWN UTILITIES PROJECT	03/24/26	20,217.79	31-5409-6544
25-2015-2	RETAINAGE-DOWNTOWN UTILITIES PROJECT	03/24/26	1,010.89-	31-20000210
25-2015-2	DOWNTOWN UTILITIES PROJECT	03/24/26	18,908.39	32-5508-6544
25-2015-2	RETAINAGE-DOWNTOWN UTILITIES PROJECT	03/24/26	945.42-	32-20000210
25-2015-2	DOWNTOWN UTILITIES PROJECT	03/24/26	23,635.49	56-5560-6544
25-2015-2	RETAINAGE-DOWNTOWN UTILITIES PROJECT	03/24/26	1,181.77-	56-20000210
Total WYODAK ENERGY SERVICES LLC:			59,623.59	
XPRESS BILL PAY				
031026	RECORD PAYMENT PROCESSING FEE	03/10/26	447.01	31-5400-2158
031026	RECORD PAYMENT PROCESSING FEE	03/10/26	288.70	32-5500-2158
031026	RECORD PAYMENT PROCESSING FEE	03/10/26	195.57	33-5600-2158
Total XPRESS BILL PAY:			931.28	
YELLOWSTONE BANK				
22-043-10	MIDDLE SCHOOL LIFT STATION RETAINAGE	03/25/26	8,014.76	32-20000210
Total YELLOWSTONE BANK:			8,014.76	
YOUTH DEVELOPMENT SERVICES				
031326-MAR	FUNDING ALLOCATION AGREEMENT	03/13/26	1,666.67	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.67	
Grand Totals:			4,280,855.24	

Approved By _____
City Manager

Date _____



Agenda Item Report

City Council – April 13, 2026

Item

Ordinance No. 1068: An Ordinance Amending Chapter 5.16 of Douglas Municipal Code Pertaining to Alcohol Server Certification - Requirements, 3rd Reading

Responsible Staff Contact

Devon Litzsinger

Recommendation

Approve Ordinance No. 1068 on second reading.

Executive Summary

Section 5.16.210(C) of the Douglas Municipal Code currently states: "...the court shall require the person convicted of a violation to obtain certification in TIPS training...". The proposed ordinance will change court to City Clerk, add the words "in person", and change TIPS to alcohol serving.

Background

Based on feedback from the February 23, 2026 Council meeting, the proposed ordinance reflects the changes requested.

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

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

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Approve Ordinance No. 1068 on second reading.

Attachments

1. Ord 1068- Liquor License Training
2. Ord 1068- Liquor License Training - 3rd Reading - Clean
3. Ord 1068- Liquor License Training - 3rd Reading - Publishing
4. Ord 1068- Liquor License Training - 3rd Reading

ORDINANCE NO. 1068

AN ORDINANCE AMENDING CHAPTER 5.16 OF DOUGLAS MUNICIPAL CODE PERTAINING TO ALCOHOL SERVER CERTIFICATION - REQUIREMENTS

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

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

WHEREAS, 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.

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

Section 1. Section 5.16.210 of the Douglas Municipal Code is hereby amended to read as follows:

5.16.210(C) Suspension/revocation of license or permit, violations, and penalties.

1. First Time Violations for Violations of D.M.C. [9.08.070](#). Within ninety (90) days following a disposition of a charge which results in a conviction under D.M.C. [9.08.070](#) in municipal court, the ~~City Clerk court~~ shall require the person convicted of a violation to obtain in person certification in TIPS alcohol serving training regardless of an existing certification, and to provide proof of the same to the City Clerk.

PASSED AND APPROVED ON FIRST READING this _____ day of _____, 2026.

PASSED AND APPROVED ON SECOND READING this _____ day of _____, 2026.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this _____ day of _____, 2026.

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. 1068

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PASSED AND APPROVED ON FIRST READING this 9th day of March, 2026.

PASSED AND APPROVED ON SECOND READING this 23rd day of March, 2026.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 13th day of April, 2026.

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: April 22, 2026

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. 1068

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PASSED AND APPROVED ON FIRST READING this 9th day of March, 2026.
PASSED AND APPROVED ON SECOND READING this 23rd day of March, 2026.
PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 13th day of April, 2026.
/s/Kim Pexton, Mayor Attest:/s/Devon Litzsinger, City Clerk. Published: April 22, 2026. 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. */s/Devon Litzsinger, City Clerk*

ORDINANCE NO. 1068

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Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: April 22, 2026

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



Agenda Item Report

City Council – April 13, 2026

Item

New Employee Introduction: Utility Maintenance Worker In Training - Anthony Tomlinson

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 – April 13, 2026

Item

Proclamation: Child Abuse Prevention Month

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

1. Child Abuse Prevention Month

Proclamation

WHEREAS, Prevention is possible. With strong policies and investments, families and children can thrive, fostering prevention, stability and long-term well-being; and

WHEREAS, the early experiences of a child impact them throughout life – both positively and negatively; and

WHEREAS, supporting families early reduces the need for a crisis response, improves lifelong outcomes, strengthens communities, and saves public dollars and costly downstream interventions across multiple systems; and

WHEREAS, every family and child is filled with tremendous promise, and we all have a collective responsibility to prevent Adverse Childhood Experiences (ACEs), foster the potential of every child, and promote Positive Childhood Experiences; and

WHEREAS, Positive Childhood Experiences (PCEs)—such as loving caregivers and safe, stable, and nurturing relationships—play a vital role in helping children thrive by mitigating trauma and the negative impact of Adverse Childhood Experiences (ACEs); and

WHEREAS, families who receive the support they need before a crisis occurs are better equipped to provide safe, healthy, and nurturing environments, leading to children who are safer, healthier, and more hopeful about their futures; and

WHEREAS, childhood trauma, including abuse and neglect, can have long-term psychological, emotional, and physical effects throughout an individual's lifetime and impact future generations; and

WHEREAS, primary prevention of child abuse and neglect can reduce the lifetime economic burden associated with child maltreatment; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community- and faith-based organizations, businesses, law enforcement agencies, and families; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about what families need before they are in crisis and contribute to promoting the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

WHEREAS, investments in primary prevention initiatives—such as early childhood home visiting programs like Healthy Families America, policies that promote economic stability and mobility, and community-based child abuse prevention efforts— reduce the likelihood of abuse and neglect and ensure children have the foundation for lifelong well-being; and

WHEREAS, we can prevent child abuse and neglect before it happens.

NOW, THEREFORE, I, Kim Pexton, Mayor of the City of Douglas, Wyoming, do hereby proclaim April 2026, as:

CHILD ABUSE PREVENTION MONTH

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of Douglas, Wyoming, to be affixed this 13th day of April, 2026.

ATTEST:

Kim Pexton, Mayor

Devon Litzsinger, City Clerk



Agenda Item Report

City Council – April 13, 2026

Item

Fire Department: Budget Consideration

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

Fire Department Budget considerations led by Trevor Panasuk and Rick Andrews

Background

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
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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



Agenda Item Report

City Council – April 13, 2026

Item

MOU: Laramie Peak Humane Society

Responsible Staff Contact

Recommendation

Executive Summary

Discussion and consideration of an MOU between the City of Douglas and the Laramie Peak Humane Society (LPHS) to allocate \$1,000,000 for operational and maintenance funding, to be held in an investment account managed by the City with interest proceeds disbursed quarterly to LPHS.

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. MOU City-LPHS investment fund

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DOUGLAS, WYOMING AND THE
LARAMIE PEAK HUMANE SOCIETY**

1) Parties. This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into this ____ day of _____, 2026, by and between the City of Douglas, Wyoming, a body corporate and political subdivision of the State of Wyoming, (hereinafter referred to as "City") whose address is 101 N. 4th Street, PO Box 1030, Douglas, Wyoming 82633, and the Laramie Peak Humane Society, a Wyoming non-profit organization, whose address is 612 N. 2nd Street, PO Box 463, Douglas, Wyoming 82633, (hereinafter referred to as "LPHS") and hereinafter referred to collectively referred to as "Parties."

2) Purpose. The purpose of this MOU is to establish financial responsibilities pertaining to operations and maintenance of the Converse County Animal Shelter operated by Laramie Peak Humane Society. In consideration of the matters described above, and of the mutual benefits and obligations set forth in this MOU, the parties agree as follows:

3) Term of Contract. This MOU shall commence upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect until terminated pursuant to the termination provision contained within this MOU.

4) Responsibilities of the City.

- i) Within ninety days of the Effective Date, the City shall contribute One Million dollars (\$1,000,000) (Principal) to be held in a separately designated investment account (Account). The Principal shall remain the sole property of the City at all times and shall not be transferred to the Shelter except as provided for herein. The Account shall be managed by the City or by a financial institution designated by the City and shall be managed in accordance with the City's investment policies and applicable law. The City makes no guarantee as to the rate of return on the Account.
- ii) Interest earned on the Account, less fees and expenses charged by the designated financial institution for managing the Account (if any), shall be provided to LPHS on a quarterly basis for ongoing operations and maintenance expenses only. This interest payment shall be made within 60 days of receipt of LPHS's quarterly report. The principal may only be accessed with written City Council approval. Interest from the Account shall be applied toward offsetting the City's annual Aid to Others allocation to LPHS.
- iii) In the event the interest earned on the account exceeds LPHS's expenditures for operations and maintenance for any quarter, the City shall retain those amounts above LPHS's expenditures.

5) **Responsibilities of LPHS.** LPHS shall provide quarterly reports to the City on the following dates: April 15 for Quarter One, July 15 for Quarter Two, October 15 for Quarter Three, and January 15 (for the preceding Quarter Four) . The reports will contain the specific expenditures by LPHS for operations and maintenance expenses for each quarter. LPHS shall continue to request annual Aid to Others funding to support operations.

6) **Operational Transition.** In the event LPHS commences operations or becomes eligible to receive distributions under this MOU on a date other than the first day of a calendar quarter, the earnings payable for that initial quarter shall be prorated. Proration shall be calculated based on the number of days from the commencement date through the end of the applicable quarter, divided by the total number of days in that quarter, and applied to the total earnings generated by the Account during such quarter. The resulting prorated amount shall be paid to the Shelter in accordance with the normal quarterly distribution schedule. Partial quarterly reports will be provided by LPHS to the City if LPHS commences operations on a date other than the first day of the calendar quarter and payment shall be made as outlined in Paragraph 5 above.

7) **General Provisions**

a) **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

b) **Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Eighth Judicial District of Converse County, Wyoming.

c) **Entirety of MOU.** This MOU, consisting of four (4) pages, represents the entire and integrated MOU between the parties and supersedes all prior negotiations, representations and MOUs, whether written or oral.

d) **Termination.** Upon thirty (30) days written notice either party may terminate this MOU, with or without cause, which notice shall be delivered by hand or by certified mail to the address listed above. Upon termination, the City shall retain the Principal, any accrued but unpaid earnings on the Account through the effective date of termination shall be paid to LPHS, and no further payments shall be due.

The City may terminate this MOU immediately upon written notice to LPHS if LPHS becomes insolvent or the subject of any bankruptcy, receivership, assignment for the benefit of creditors, or similar proceeding, whether voluntary or involuntary, and such proceeding is not dismissed within sixty (60) days. For purposes of this Section, "insolvent" means that LPHS is unable to pay its debts as they become

due in the ordinary course of business or has liabilities in excess of its assets. Upon such termination, the City shall retain the Principal and any accrued but unpaid earnings through the effective date of termination.

e) Indemnification. Each party to this MOU shall assume the risk of liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.

f) Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

g) Governmental Immunity. The City does not waive its sovereign immunity or its governmental immunity by entering into this MOU and fully retains all immunities and defenses provided by law with regard to any action based on this MOU. Any actions or claims against the City under this MOU must be in accordance with and are controlled by the Wyoming Governmental Claims Act, W.S. 1-39-101 et seq. (1977) as amended.

h) Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties herein and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU, and the parties intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

i) Assignment. LPHS may not assign this MOU, or its rights to payment hereunder, without the prior written consent of the City.

j) No Partnership or Agency. Nothing in this MOU shall be construed to create a partnership, joint venture, or agency relationship between the Parties. LPHS is not an agent or employee of the City.

k) Effective Date. Effective Date means the date on which this MOU is fully executed by both Parties, as indicated by the last date signature affixed hereto.

IN WITNESS WHEREOF, Parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of the Contract as set forth herein. The effective date of this Contract is the date of the signature last affixed.

CITY OF DOUGLAS, WYOMING

Kim Pexton, Mayor

Date

ATTEST:

Devon Litzsinger, City Clerk

LARAMIE PEAK HUMANE SOCIETY

Shea Burke, President – LPHS Board of Directors

Date

APPROVED AS TO FORM

Michael R. Armstrong, City Attorney

Date



Agenda Item Report

City Council – April 13, 2026

Item

Partial Closure Stage 1: Fire Ban

Responsible Staff Contact

Recommendation

Executive Summary

Requested to be put on council agenda by Councilmember McNare

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. 03-26 Converse County Fire Ban Partial Restrictions 03.24.2026

**RESOLUTION NO. 03-26
CONVERSE COUNTY, WYOMING**

**A RESOLUTION IMPLEMENTING A PARTIAL CLOSURE WITH STAGE 1
RESTRICTIONS PER THE BOARD OF LAND COMMISSIONERS' RULES
AND REGULATIONS DUE TO EXTREME FIRE DANGER**

WHEREAS, the entirety of Converse County, Wyoming, has a high fuel load which may result in a potentially high fire danger throughout the County and the fire danger is aggravated by unrestricted outdoor fires and open fires; and

WHEREAS, the Converse County Fire Warden has recommended to the Converse County Board of Commissioners a partial closure be ordered for the entirety of Converse County, Wyoming; and

WHEREAS, Section 35-9-301, Wyoming Statutes, 1977, as amended, grants statutory authority to any Board of County Commissioners, within the State of Wyoming, to close or limit the use of any area with its county including, but not limited to the prohibition and/or restrictions of any type of open fire for such period as is deemed necessary and proper, subject to rules promulgated by the Board of Land Commissioners of the State of Wyoming; and

WHEREAS, pursuant to Section 35-9-303, Wyoming Statutes, 1977, the Board of Land Commissioners have promulgated Rules and Regulations necessary for county fire wardens and boards of county commissioners to carry out the purposes of Sections 35-9-301 through 35-9-304, Wyoming Statutes, 1977; and that per said rules and regulations, the definitions, restrictions, and exceptions pertaining to partial closures are set forth; and

WHEREAS, it is deemed necessary and in the best interests of the citizens of Converse County, Wyoming, that the Converse County Board of Commissioners order a partial closure with Stage 1 Restrictions, per Chapter 9 of the Board of Land Commission Rules and Regulations, within the boundaries of Converse County and provide certain exceptions and exemptions to such partial closure order.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CONVERSE COUNTY, WYOMING, that the Board of Commissioners of Converse County make and enter its Order imposing a partial closure within the boundaries of said county as follows:

1. Stage 1 Restrictions:
 - i. Discharge of fireworks and all outdoor fires are prohibited in unincorporated and unimproved areas;
 - ii. Only campfires at residences or campsites, within a fire ring centered within a minimum of a 10-foot cleared radius of burnable materials.
 - iii. Trash or refuse fires between the hours of 6:00 p.m. and 8:00 a.m., inside containers provided with spark arresters and located within a cleared radius of a minimum of 10-foot of burnable materials.
 - iv. Charcoal fires within enclosed grills are permitted.
 - v. Use of acetylene cutting, electric arc welders, or metal grinding in a cleared radius of 10-foot of burnable materials.
 - vi. The use of portable stoves, lanterns, using gas, jellied petroleum, pressurized liquid fuel or fully enclosed (shepherd type) stove and open fire branding activities in a cleared radius of 10 feet of burnable materials is permitted.

Original Record on file at County Commissioners' Office, Converse County Courthouse, Douglas, Wyoming

BE IT FURTHER RESOLVED that the following persons shall be ordered to be exempt from the partial closure prohibition and restrictions:

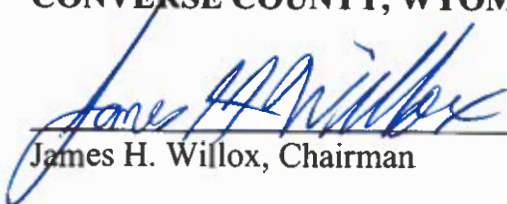
1. Any federal, state, or local officers engaged in fire, emergency, and law enforcement activities.
2. Any member of an organized rescue or fire fighting force engaged in the performance of an official duty.
3. Exceptions to these restrictions and closures can be made in writing by the appropriate jurisdictional entity.

BE IT FURTHER RESOLVED that the partial closure order shall be effective and in full force beginning March 24, 2026, at 1:30 p.m., upon the signing of the Order of Closure made and entered by authority of this Resolution and shall remain in force and effect until officially removed by the Board of County Commissioners.

BE IT FURTHER RESOLVED, that per W.S. 35-9-304, the use of any area in violation of the Resolution shall be a misdemeanor and shall be punished by a fine of not to exceed one hundred dollars (\$100.00), imprisonment in the county jail not to exceed thirty (30) days, or both the fine and imprisonment, with restitution ordered.

APPROVED, PASSED AND ADOPTED this 24th day of March, 2026.

**BOARD OF COUNTY COMMISSIONERS
CONVERSE COUNTY, WYOMING**


James H. Willox, Chairman



ATTEST:


Karen Rimmer, Converse County Clerk



Agenda Item Report

City Council – April 13, 2026

Item

Policy Update: Drug and Alcohol Policy

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

At the direction of the City Council, the Drug and Alcohol Policy from the City of Douglas Human Resources Policy and Procedures Manual is presented for review.

Background

During the February 23 City Council meeting, revisions to a specific section of the Drug and Alcohol Policy led Council to request that staff bring back the full policy for review and discussion.

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

SD Commitment
SD Commitment Strategy
SD Commitment KPI
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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

1. Drug and Alcohol Policy

N. USE OF ALCOHOL AND CONTROLLED SUBSTANCES

1. Purpose

The Drug-Free Workplace Act of 1988 requires that the City of Douglas, as a Federal contractor, take steps to provide a drug-free workplace. Among other things, the law requires that the City:

- a. Advise employees that manufacturing, distributing, dispensing, possessing, or using illegal controlled substances on the job is prohibited; and, furthermore, that employees be advised of the job-related penalties for violations.
- b. Establish a drug-free awareness program.
- c. Notify employees that they must abide by the terms of the City's Drug-Free Workplace Policy and that they must immediately report any conviction of a criminal drug law, the violation of which occurred while they were on the job.
- d. Take sanctions against, or require satisfactory completion in a controlled substance abuse assistance or rehabilitation program, by any employee convicted of violating a criminal controlled substance law while on the job.

In addition to meeting these requirements, the City has a compelling interest in adopting such additional measures as are reasonable in order to provide a safe, healthy, and productive environment for the public and its employees.

2. General Policy

The goal of the City of Douglas is to make a good faith effort to maintain a drug-free workplace and to otherwise comply with the "Drug-Free Workplace Act of 1988". The City recognizes that misuse of alcohol and other controlled substances is a pervasive problem in society. This policy is intended to promote treatment and rehabilitation as well as a safe and secure work environment. City employees will be required to submit to testing for evidence of illegal drugs and/or alcohol in their bodies under conditions outlined herein.

3. Definitions

- a. Alcohol means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol. Any consumption of a preparation including alcohol (e.g. beverages or medicines) is considered alcohol use.
- b. Alcohol concentration (or content) means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test. Alcohol concentration may be described in terms of Blood Alcohol Concentration (BAC).

- c. Confirmation testing: for controlled substances means a second analytical procedure to identify the presence of a specific controlled substance or metabolite which is independent of the screen test and which uses a different technique and chemical principle from that of the screen test in order to ensure reliability and accuracy; for alcohol means a second test, following a screening test with a result of 0.05 BAC or greater, that provides quantitative data of alcohol concentration.
- d. Controlled Substance means marijuana (THC), cocaine, opiates, phencyclidine (PCP), and amphetamines (including methamphetamines). Controlled substances may be referred to as drugs.
- e. Refuse to Submit (to an alcohol or controlled substance test) means that an employee: (1) fails to provide adequate breath for testing without a valid medical explanation; (2) fails to provide adequate urine for controlled substance testing without a valid medical explanation; or (3) engages in conduct that clearly obstructs the testing process.
- f. Screening Test (initial) in relation to alcohol testing means a breathalyzer test to determine whether an employee may have a prohibited concentration of alcohol in their system. In relation to controlled substance testing, it means an immunoassay screen to eliminate “negative” urine specimens from further consideration.
- g. Substance Abuse Professional (SAP) means a licensed physician or a licensed or certified psychologist, social worker, employee assistance professional or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances related disorders.

4. Controlled Substance and Alcohol Use Prohibited

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance by employees while on City property or while on City business is prohibited.

No employee shall use alcohol or any controlled substance while on the job or while operating any City vehicle or equipment nor report to work or operate any City vehicle or equipment while under the influence of alcohol or any controlled substance.

Appropriate social drinking at City-sponsored or attended functions within the City of Douglas or at out-of-town locations are acceptable provided the employee does not operate

any City vehicle or piece of equipment while under the influence of alcohol or any controlled substance.

Medicine which is prescribed and taken pursuant to a doctor's order and which the doctor determines will not adversely affect the employee's ability to safely perform his/her job functions is not prohibited by this policy.

Employees taking any medication which may impair their ability to safely operate a City vehicle or piece of equipment should advise their supervisor. The term "under the influence" is defined as reporting for work with the presence of illegal drugs in the body at levels defined by the National Institute for Drug Abuse (NIDA). With regard to alcohol, it will be defined at any level above .05 percent blood alcohol content, unless the employee holds a commercial driver's license and is being tested under the provisions of the Omnibus Transportation Employee Testing Act of 1991.

5. Supervisors and Directors

No supervisor or Director having actual knowledge that an employee has violated the prohibitions of this policy shall permit the employee to perform or continue to perform any job function.

All supervisors shall receive at least 60 minutes of training on the signs and symptoms of alcohol misuse and at least 60 minutes of training on the signs and symptoms of controlled substance abuse. Supplemental training shall be provided as deemed necessary by the City Manager or Director.

6. Circumstances for Controlled Substance/Alcohol Testing

The City's goals in implementing this policy are to be reached by: (1) pre-employment testing; (2) post-accident testing; (3) reasonable suspicion testing; and (4) any other departmental testing policies which may be more restrictive than those outlined in this section.

a. Pre-Employment Testing

Prior to final acceptance for hiring, all regular employees (not temporary) shall undergo testing for controlled substances. No such employee shall be approved for hiring until their pre-employment test results indicate the absence of controlled substances.

Nothing contained in this policy creates a City obligation with respect to referral, evaluation or rehabilitation of applicants concerning alcohol misuse or controlled substance use who refuse a pre-employment test, or who demonstrate a pre-employment positive controlled substance test.

b. Post Accident

Any employee involved in an on-duty traffic accident while operating a City vehicle or piece of equipment shall immediately notify their supervisor, Director or City Manager of said accident. Said employee shall be required by their supervisor or other City official to undergo controlled substance and/or alcohol testing as soon as practicable following the accident.

The City may accept the results of a breath or blood test for the use of alcohol or a urine test for the use of a controlled substance which is conducted by Federal, State or local officials having independent authority to conduct the test. In the event that such test(s) are not deemed acceptable by the supervisor or official of the City charged with the responsibility to make such determination, alternative testing shall be arranged by the supervisor or official.

An employee subject to post-accident testing must remain available and must refrain from consuming alcohol for eight hours following the accident, or until they submits to the test, whichever comes first.

If a required post-accident alcohol test is not administered within two (2) hours following an accident, a record shall be prepared stating the reasons for delay by the supervisor or City official charged with that responsibility. If the test is not administered within eight (8) hours, the supervisor or City official shall cease attempts to administer the test and shall prepare and maintain the same record.

If a required post-accident controlled substance test is not administered within thirty-two (32) hours following an accident, attempts to administer a test will be abandoned and the reasons for the delay in testing documented by the supervisor or City official charged with that responsibility.

Copies of the records required by this subsection concerning post-accident testing shall be supplied by the supervisor or official to the Human Resources Director as soon as possible.

c. Reasonable Suspicion

The City has the right to refer employees for medical evaluation in order to determine their fitness to work when reasonable suspicion exists to believe that employees are using controlled substances on the job or are under the influence of controlled substances or alcohol. This medical evaluation may include a controlled substance and/or alcohol test when determined appropriate by the Director.

A determination of such reasonable suspicion will be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the employee, or indications of the chronic and withdrawal effects of a controlled substance.

Such observations may be made during, just preceding, or just after the period of the work day that the employee is scheduled to perform their job functions.

Reasonable suspicion justifying disciplinary action and/or referral of an employee for a fitness of duty examination consists of specific and well-documented observations of:

- (1) Direct observation of controlled substance or alcohol use by the employee.
- (2) The presence of physical symptoms consistent with controlled substance or alcohol use; i.e. glassy or bloodshot eyes, alcohol odor, slurred speech, and poor coordination and/or reflexes;
- (3) An employee's impaired job performance or abnormal or erratic behavior by the employee;
- (4) Involvement by the employee in a work-related accident where a reasonable suspicion of controlled substance or alcohol use by the employee exists; or
- (5) Other evidence of an employee's on-the-job impairment by controlled substances or alcohol, including information concerning recent controlled substance or alcohol use by the employee, provided by reliable and credible sources.

Supervisors are required to detail, in writing, the specific facts, symptoms, and/or observations, as well as any corroboration, which formed the basis for their determination that reasonable suspicion existed. This documentation is to be immediately forwarded to the supervisor's Director or designee.

The facts underlying the determination of reasonable suspicion should be disclosed by the supervisor to the employee at the time and demand for testing is made.

An employee, about whom reasonable suspicion exists, may be placed on a non-disciplinary, paid leave of absence for up to forty-eight (48) hours by a supervisor pending receipt of alcohol and/or controlled substance test results. A further leave of absence may be authorized by the City Manager.

If an alcohol test is not administered within two (2) hours of the observation, the supervisor or Director shall prepare and maintain on file a record stating the reasons the test was not

promptly administered. If not administered within eight (8) hours of the observation, attempts to administer the test shall be abandoned and the supervisor or Director shall promptly prepare a record stating the reasons the test was not administered.

Copies of the records required by this paragraph shall be supplied by the supervisor or official making the determination to the Human Resources Officer within 24 hours of the observed behavior or before the results of the controlled substance test are released, whichever is earlier.

7. Refusal to Submit

When reasonable suspicion exists to refer an employee for a medical evaluation, and the employee refuses to submit to said medical evaluation to determine if said employee is under the influence of controlled substances and/or alcohol, the employee shall be subject to disciplinary action which may include discharge.

8. Controlled Substance and Alcohol Testing Methodology

Examinations, testing for controlled substances, and test sample verification shall be performed by personnel selected by the City.

The City will pay the costs of all initial tests which it requires. The cost of any follow-up testing following a positive controlled substance or alcohol test will be at the employee's expense.

Alcohol Testing: The test specimen will consist of breath blown into an intoximeter or similar collection device, urinalysis, or blood.

Controlled Substance Testing: The test specimen will consist of split-sample urine. In the event that an individual to be tested for a controlled substance appears unable to provide a urine specimen at the time of the test, he/she shall be permitted no more than eight (8) hours to give a specimen, during which time the individual will remain in the testing area, under observation.

If the employee is found to have a lower rate of alcohol content than allowed, or a negative controlled substance test, he/she will be paid his/her normal rate of pay during the testing and waiting period. If the tests are positive for controlled substance, or beyond a .05BAC level of alcohol, the employee shall not be paid, and will be placed on leave without pay status until allowed to return to duty.

Failure to submit a specimen, as outlined above, shall be considered a refusal to submit a controlled substance and/or alcohol test.

Whenever there is reason to believe that a specimen may have been altered or a substitution made, a second specimen shall be immediately provided by the employee.

The Human Resources Director shall be notified when an employee needs to be tested. The Human Resources Director or his/her designee will notify the employee and his/her supervisor or Director before tests are taken.

If it is determined that a controlled substance or alcohol test is required, the employee shall sign a consent form allowing the test to take place and permitting release of test results to the Human Resources Director . Refusal to sign the form shall be considered refusal to submit to an alcohol and/or controlled substance test.

Test results shall be provided to the Human Resources Director. The Human Resources Director shall then provide the information to the employee's supervisor and other supervisors or managers who need to know. The information will be kept in a confidential medical file separate from the employee's personnel file.

9. Action Upon Discovery of Violation

Upon the first confirmed conduct prohibited by this chapter, the employee shall be referred to the Employee Assistance Program as described in the benefits manual for evaluation and referral. The Director (upon concurrence of the City Manager) has the right to suspend the employee without pay immediately from their position; and at the discretion of the City Manager, they may be returned to duty in that position if it is determined that such return would not endanger the safety and security of others.

If there is evidence of controlled substance use on the job, or if subsequent testing yields a positive indicator for the presence of controlled substances or alcohol at any time thereafter, the employee shall be disciplined or discharged according to Section X of the Human Resources Policies and Procedures Manual.

10. Self-Referral

The city encourages and supports employees taking responsibility for the early identification and correction of their substance abuse problems. Voluntary admission of the problem through the Employee Assistance Program is encouraged.

11. Rehabilitation

- a. If a decision is made to allow an employee the option of seeking rehabilitation, attendance and successful completion of the course for rehabilitation will be mandatory. Each employee shall be evaluated by a substance abuse professional (SAP) to determine that the employee has properly followed the rehabilitation program prescribed. This information shall be forwarded to the Human Resources Director by the SAP.

- b. Upon returning to work, the employee will be required to submit to unannounced controlled substance and alcohol screening for a period of six (6) months. The number and frequency of such follow-up shall be as directed by the substance abuse professional. The cost of these controlled substance screenings shall be borne by the employee.

12. Employee Conviction of Violation

Under the provisions of the Drug Free Workplace Act of 1988, any employee convicted of any criminal drug statute for a violation occurring in the workplace must notify the City of such conviction within five days of the conviction. Such employees shall be subject to disciplinary action, up to and including termination.

13. Confidentiality and Records Retention

The release of information regarding controlled substance/alcohol abuse will be handled in accordance with City procedures on release of medical information and will not be a part of the employee's personnel files. These records shall be kept in the office of the Human Resources Director.

14. Prior Notice of Policy

The City shall provide each employee with written notice of this policy prior to its implementation.

All employees shall sign a notice of acknowledgement, verifying receipt of and willingness to abide by the Drug-Free Workplace Policy Amendment to the City of Douglas Human Resources Policies and Procedures Manual.

O. DRUG AND ALCOHOL POLICY FOR CITY EMPLOYEES WHO ARE REQUIRED TO HAVE A COMMERCIAL DRIVER'S LICENSE AND EMPLOYEES IN SAFETY SENSITIVE POSITIONS.

1. Notice, Implementation Date and Sources for Information

Notice is given that the policy is effective as of January 1, 1996. The tests administered under this policy are required by the Omnibus Transportation Employee Testing Act of 1991 and related Federal Regulation. (49 CFR part 382, 49 CFR & 382.601)

Questions related to this policy may be directed to the Human Resources Director.

2. Purpose

The purpose of this policy is to help prevent accidents and injuries resulting from the misuse of alcohol and/or use of a controlled substance by Commercial Driver's License (CDL) drivers and employees in safety sensitive positions.

3. Applicability

This policy applies to all City employees who are required by their job description to have a Commercial Drivers License (CDL) and in safety sensitive positions. These employees are referred to as "drivers".

This policy addressed a driver's ability to report or stay on the job if he or she possesses alcohol or has consumed alcohol or a controlled substance. The policy is not intended to replace other policies or rules of the City relating to alcohol and/or controlled substance and supplements the City's Use of Alcohol and Controlled Substance Policy found in Section VII(N) of this Manual.

4. Definitions

The following definitions have been taken from 49 CFR & 382.107 and 390.5 and 49 CFR part 40. It is the City's intent that its policy conform to those definitions as the same are amended from time to time. In the case of a conflict between the policy and the regulations as a result of an amendment to the regulations, the definitions in the regulations are to control and supersede those set forth in this policy.

- a. Commercial motor vehicle (CMV) includes any motor vehicle or combination of motor vehicles used to transport passengers or property if the vehicle has:
 - (1) A gross combination weight rating of 26,001 or more pounds, including a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
 - (2) A gross vehicle weight rating of more than 10,000 pounds; or
 - (3) Is designed to transport 16 or more passengers, including the driver; or
 - (4) Is of any size and is used to transport materials that are hazardous for the purpose of the Hazardous Materials Transportation Act and that require the motor vehicle to be placarded under the Hazardous Materials Regulations.
- b. Driver means any employee who is required, by his/her job description, to have a Commercial Drivers License (CDL) or a safety sensitive position.
- c. Safety-Sensitive Function means any of the following on-duty functions of a driver: (i) waiting to be dispatched; (ii) inspecting, servicing, or conditioning any

CMV; (iii) at the controls of a CMV which is in operation; (iv) being in or on a CMV; (v) loading or supervising the loading or unloading of a CMV, assisting, attending a vehicle being loaded or unloaded, remaining in readiness to operate a CMV, or giving or receiving receipts for shipments loaded or unloaded.

5. Prohibited Conduct

a. Alcohol Possession

Drivers are prohibited from possessing alcohol products while driving or operating a CMV. This means that a driver may not possess alcohol in any form, including but not limited to medication, food, or other alcohol-containing products, in or on the CMV.

b. Use of Alcohol

No driver shall use alcohol while performing a safety-sensitive function or perform a safety-sensitive function within four (4) hours after using alcohol.

c. Alcohol Concentration

A driver shall not report for duty or remain on duty in a safety-sensitive position with an alcohol concentration of 0.02 BAC or greater. If a driver's alcohol concentration is 0.02 BAC or greater but less than 0.04 BAC, the driver shall not perform any safety-sensitive function until: (i) the next regularly scheduled duty period, provided at least twenty-four (24) hours have elapsed; or (ii) a retest shows the alcohol concentration in the driver's system has fallen below 0.02 BAC. This prohibition applies regardless of when the alcohol was ingested and regardless of whether or not the driver is "under the influence" of alcohol as that phrase is defined in Federal, State or City law.

If a driver has an alcohol concentration of 0.04 or greater, the driver cannot return to a safety-sensitive function until: (i) the driver is evaluated by a substance abuse professional; (ii) the driver is treated, if required by a substance abuse professional; and (iii) a retest of the driver shows a result below 0.02 BAC.

d. Controlled Substance Use

A driver shall not report for duty or perform a safety-sensitive function if the driver has a controlled substance in his or her system and/or tests positive for a controlled substance, except when the use is pursuant to the instructions of a physician who has advised the driver in writing that the substance does not adversely affect the driver's ability to safely operate a CMV.

6. Test Required

Federal law provides that its announced goals are to be reached by: (1) pre-employment or pre-duty testing; (2) post-accident testing; (3) random testing; (4) reasonable suspicion testing; (5) return-to-duty testing; and (6) follow-up testing.

a. Pre-employment and Pre-duty Testing

- (1) Prior to the first time a driver performs safety-sensitive functions for the City, (new hire or promotion to position which requires a CDL), the driver must undergo testing for controlled substances. No driver shall perform any safety-sensitive functions unless the driver's test results indicate the absence of controlled substances.
- (2) A pre-employment test is not required if the driver has undergone a DOT required controlled substance test within the previous 6 months or participated in a random drug testing program for the previous 12 months; and must have no violations of any DOT controlled substance use rule in the previous 6 months.

b. Post-Accident Testing

Drivers shall be tested for alcohol and/or controlled substances under the conditions specified in Section VII(N)(6) of this Manual.

c. Random Testing

- (1) Random testing is defined for drivers such as police officers, CDL drivers, and potentially those that operate heavy equipment as part of their day-to-day work duties.
- (2) Random alcohol testing shall be administered at a minimum annual rate of ten percent (10%) of the average number of City driver positions. (Revised 7-27-09)
- (3) Random controlled substance testing shall be administered at a minimum annual rate of fifty percent (50%) of the average number of City driver positions.
- (4) Drivers will be placed in a random pool by name and social security number. The random method will be scientifically valid and will result in each driver having an equal chance of being tested each time a selection is made.
- (5) Tests will be unannounced and spread throughout the calendar year.
- (6) Upon notification of selection by Human Resources Officer or designee, drivers are to proceed to the test site immediately, but no later than two hours from notification.

d. Reasonable Suspicion Testing

- (1) A driver will be required to submit to an alcohol or controlled substance test when the supervisor or City official has reasonable suspicion to believe the driver has violated the prohibitions of this policy.
- (2) Procedures for reasonable suspicion testing shall be as described in Section VII(N)(6)(c) of this Manual.

e. Return-to-duty Testing

- (1) Before returning to duty after violating the conditions of this policy, each driver shall undergo a return-to-duty alcohol test, the result of which shall indicate an alcohol concentration of less than 0.02 BAC and/or undergo a return-to-duty controlled substance test, the result of which shall indicate a verified negative result for prohibited controlled substance use.
- (2) The driver must also be evaluated by a substance abuse professional and participate in any assistance program prescribed.

f. Follow-up Testing

If the driver returns to duty following treatment, the driver shall be subjected to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency of such follow-up testing shall be as directed by a substance abuse professional, and consist of at least six (6) tests in the first twelve (12) months following the driver's return to duty. Follow-up testing will not exceed sixty (60) months from the date of the driver's return to duty. The cost of these follow-up controlled substance screenings shall be borne by the employee.

7. Consequences of Policy Violation

Nothing contained in this policy shall preclude the City from taking disciplinary action, including termination of employment, against the employee violating the terms or requirements of this policy or any other City policy relating to the use of a controlled substance or alcohol. Any such disciplinary action may be imposed in addition to the consequences expressed in this policy. In addition to all other sanctions, any driver, supervisor or City official who violates this policy is subject to the penalty provisions of 49 U.S.C. 521 (b).

a. Minimum Consequences – Alcohol

- (1) Following a determination that a driver has violated the alcohol prohibitions expressed in this policy, the driver will not be permitted to perform any safety-sensitive function for a minimum of 24 hours or until a retest shows that the employee's alcohol concentration has dropped below 0.02 BAC.

- (2) If the driver has a test result of 0.04 BAC or greater, the driver will be removed from, and will not be returned to, all safety-sensitive functions until: (a) the driver undergoes evaluation, and where necessary, rehabilitation; (b) a substance abuse professional determines that the driver has successfully complied with any required rehabilitation; and (c) the driver undergoes a return-to-duty test with a result of less than 0.02 BAC.

b. Minimum Consequences – Controlled Substance

Following a determination that a driver has violated the controlled substance prohibitions expressed in this policy no driver shall perform any safety-sensitive function until: (i) the driver undergoes evaluation, and where necessary rehabilitation; (ii) a substance abuse professional determines that the employee has successfully complied with any required rehabilitation; and (iii) the driver takes a return-to-duty test with a verified negative test result.

8. Record Keeping Requirements

The City is required by Federal Law to maintain confidential records of its controlled substance program in a secure location with controlled access. These records shall be kept in the office of the Human Resources Director.

9. Reassignment of Duties

A driver who is prohibited from performing safety-sensitive functions may be assigned to perform one or more non-safety sensitive functions for a reasonable period or until such time as the driver complies with the requirements for returning to his or her normal duties. Nothing in this policy is intended to create the impression that the City has an obligation to create a position in order to allow an alternative assignment.

10. Testing Methodology

Testing procedures will comply with 49 CFR & 382.105 and 49 CFR part 40 and shall be as outlined in Section VII(N)(8) of this Manual.



Agenda Item Report

City Council – April 13, 2026

Item

Xeriscape Design: Hwy 59 Parkway & Riverside Park

Responsible Staff Contact

Brandon Frye

Recommendation

Executive Summary

Hwy 59 Parkway and Riverside Park Xeric landscape concepts.

Background

As directed by City Council, we have enlisted the services of Steiner Thuesen Landscape Architecture for conceptual landscape ideas to incorporate Xeric landscape areas in place of existing park's turf. Highway 59 Parkway and Riverside Park were directed as areas to consider. I have worked with Nathan to develop these concepts that reduce turf areas as well as improve the I-25 entryway, as well as developing a boat ramp area for river access. I would like to introduce Nathan Steiner with Steiner Thuesen Landscape Architecture to present our conceptual ideas.

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

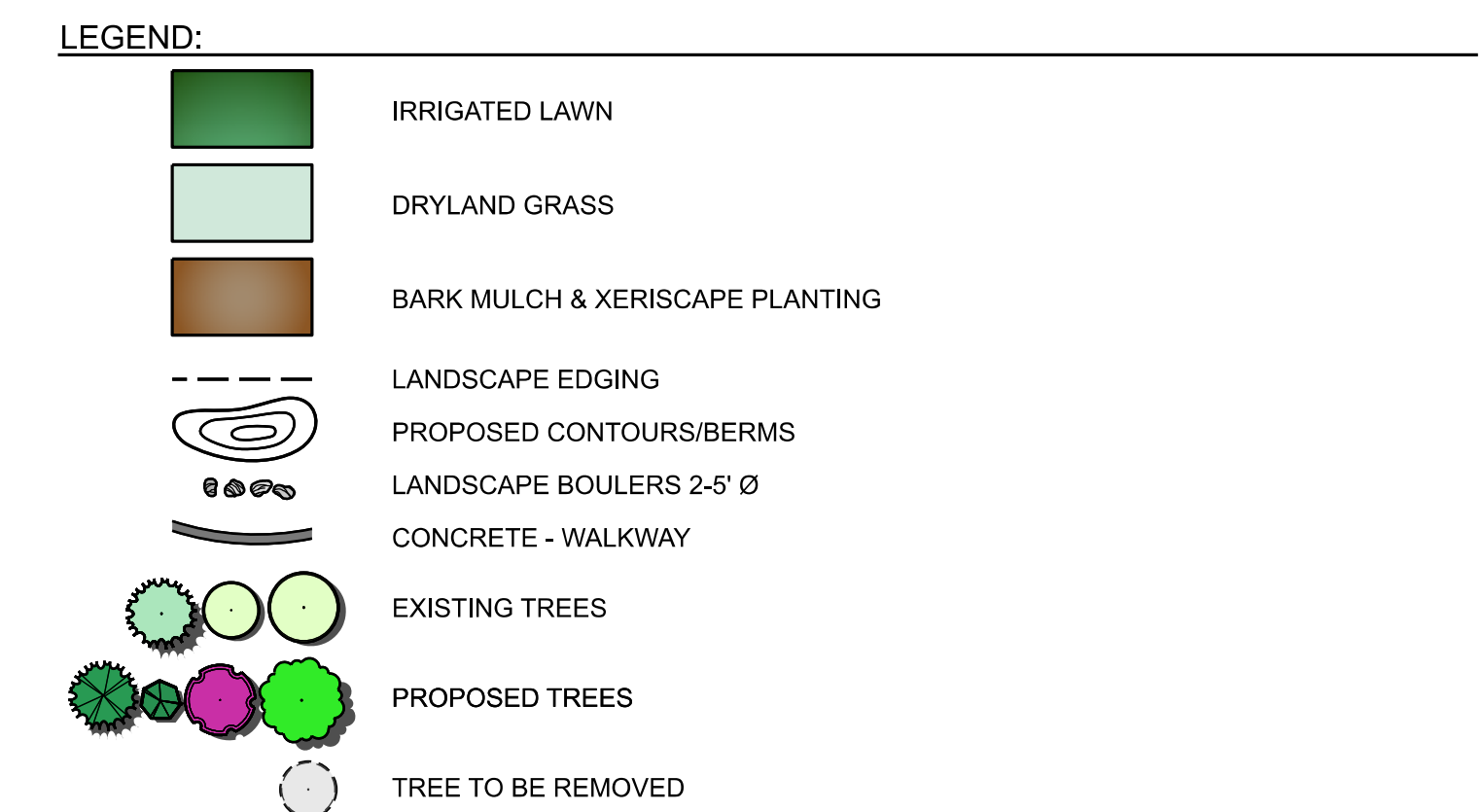
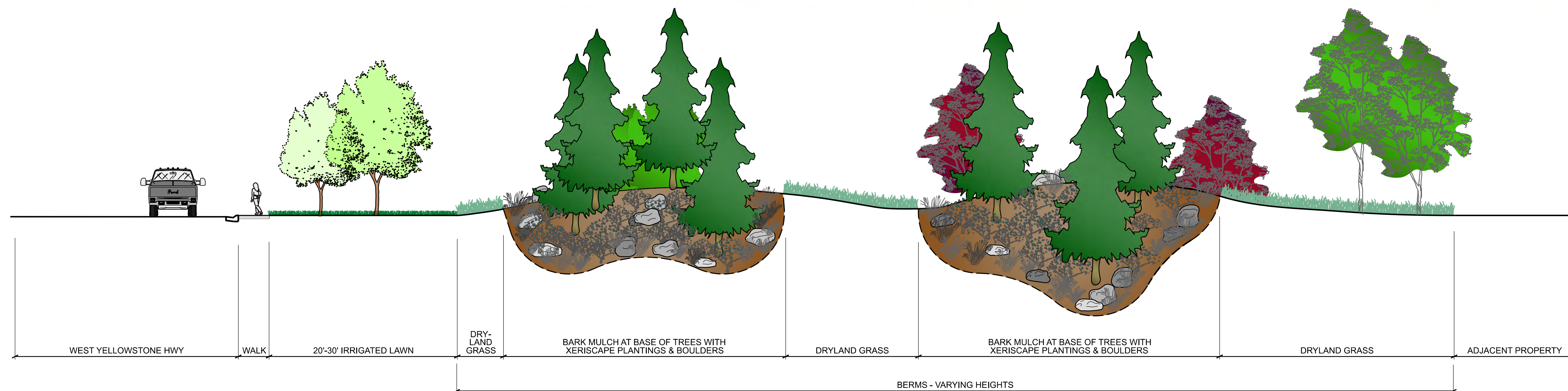
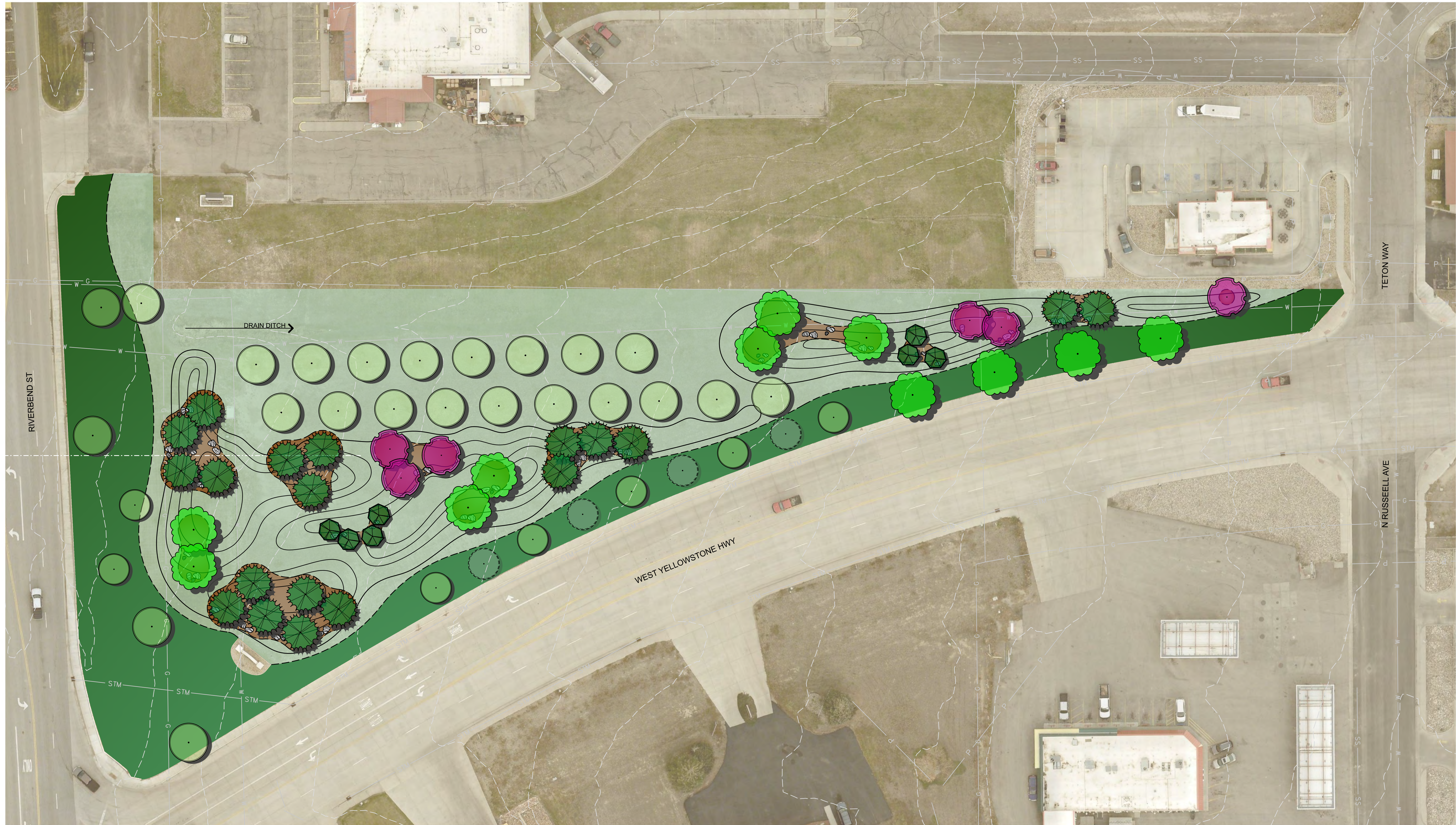
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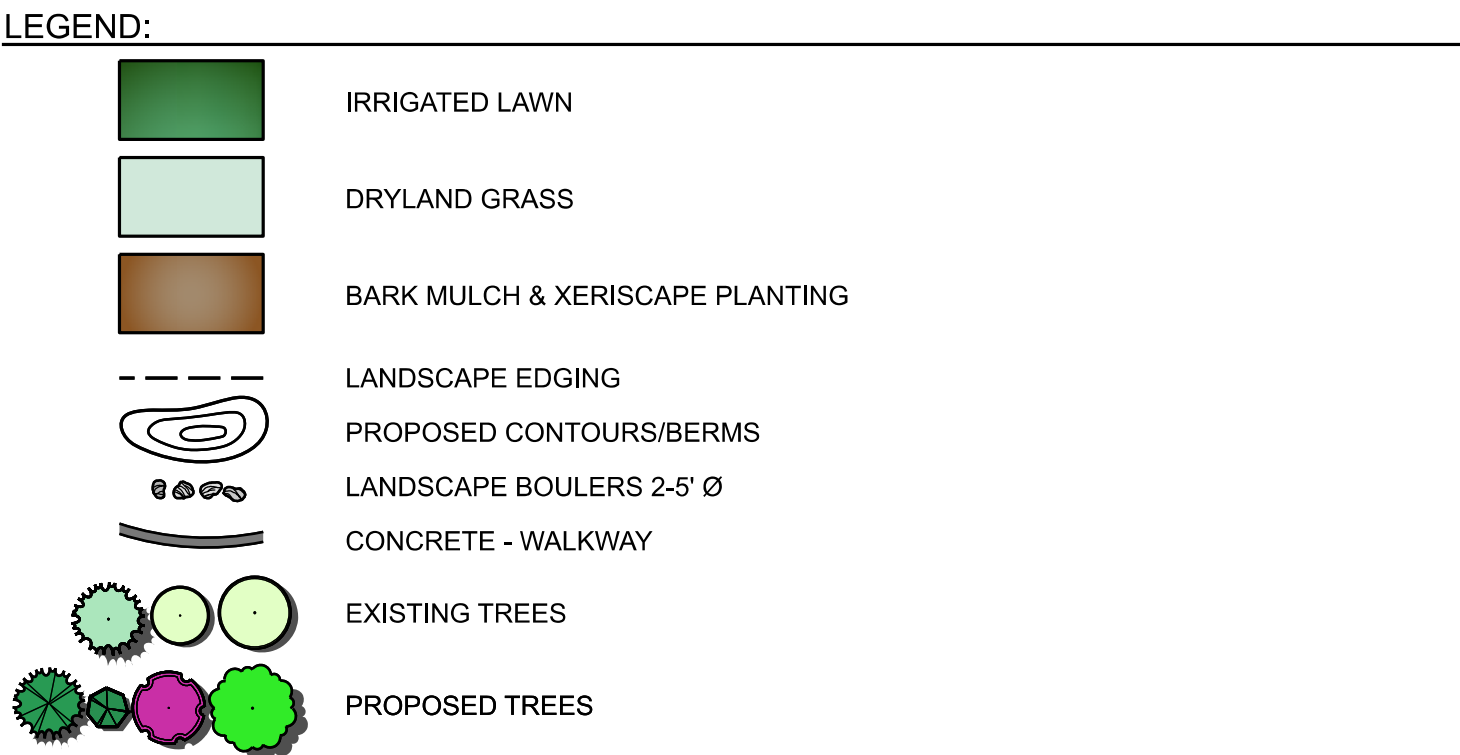
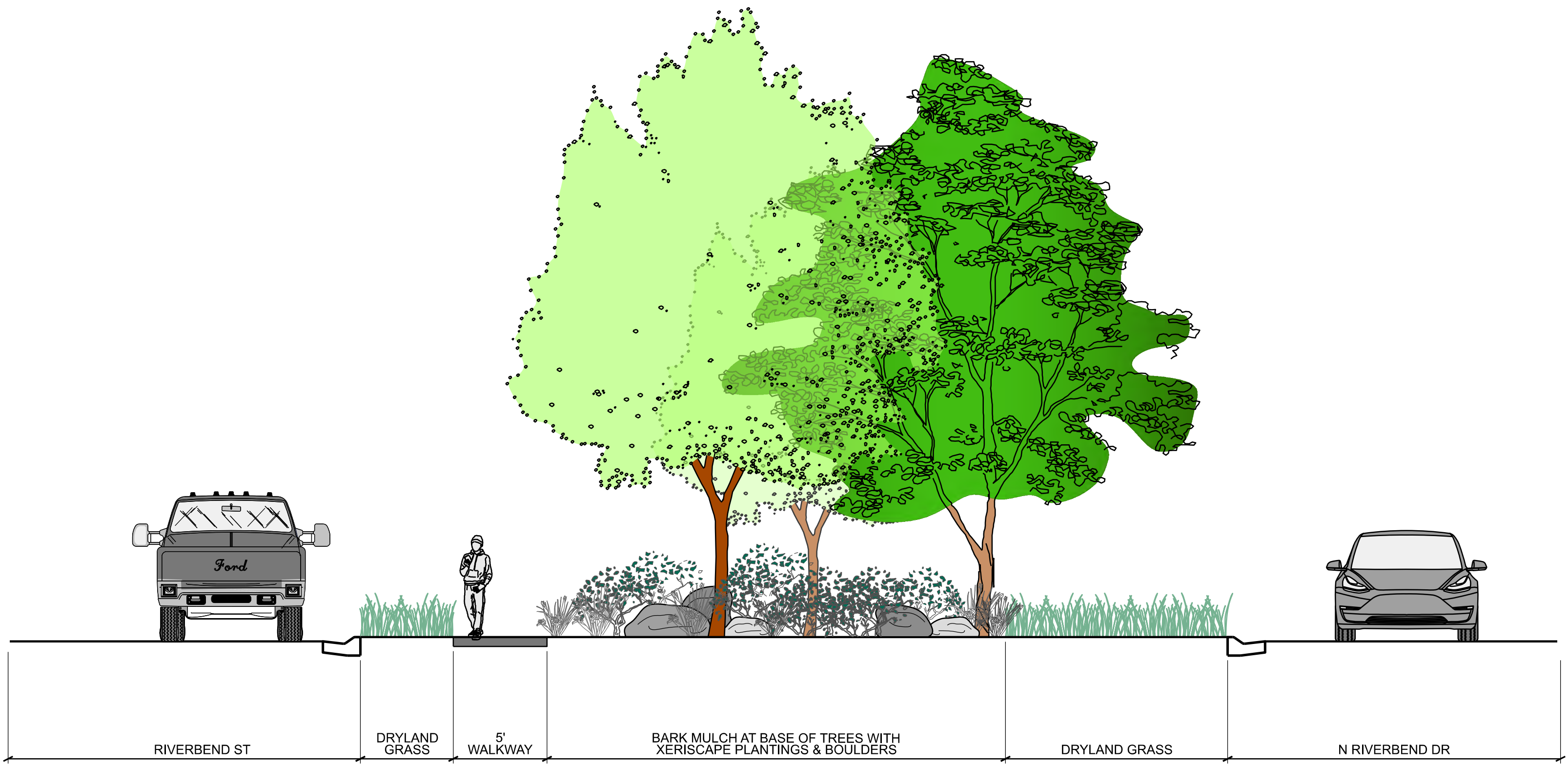
Action Requested/Recommended Motion

Request input and direction for these concepts.

Attachments

1. Riverside & Parkway Xeriscape Concept Plans



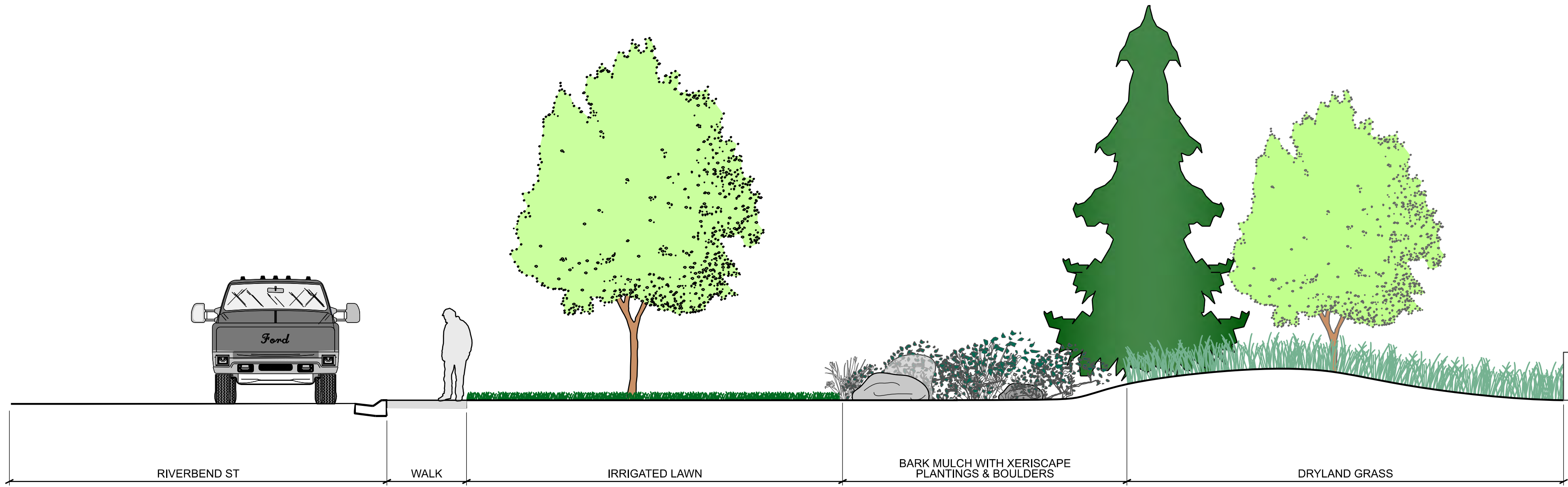




SOUTH END OF PARKWAY #1



SOUTH END OF PARKWAY #2



LEGEND:

	IRRIGATED LAWN
	DRYLAND GRASS
	BARK MULCH & XERISCAPE PLANTING
	LANDSCAPE EDGING
	PROPOSED CONTOURS/BERMS
	LANDSCAPE BOULDERS 2'-5' Ø
	CONCRETE - WALKWAY
	EXISTING TREES
	PROPOSED TREES



- LEGEND:
- IRRIGATED LAWN
 - DRYLAND GRASS
 - BARK MULCH & XERISCAPE PLANTING
 - DRY STREAM BED
 - LANDSCAPE EDGING
 - PROPOSED CONTOURS/BERMS
 - LANDSCAPE BOULERS 2'-5' Ø
 - CONCRETE - WALKWAY
 - EXISTING TREES
 - PROPOSED TREES



Agenda Item Report

City Council – April 13, 2026

Item

Community Center: Landscaping

Responsible Staff Contact

Brandon Frye

Recommendation

Executive Summary

Landscape design for the Douglas Community Center.

Background

From the early stages of Douglas Community Center planning, the design team has been focused on a very conservative landscape. The land and space for outdoor recreation opportunities is extensive in this area but our main goals were to create an attractive inviting facility to include outside functions and activities. In the design, immense effort was put towards water conservation goals. I would like to introduce Matt Fridell with Tallgrass Landscape Architecture to give some of the details.

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

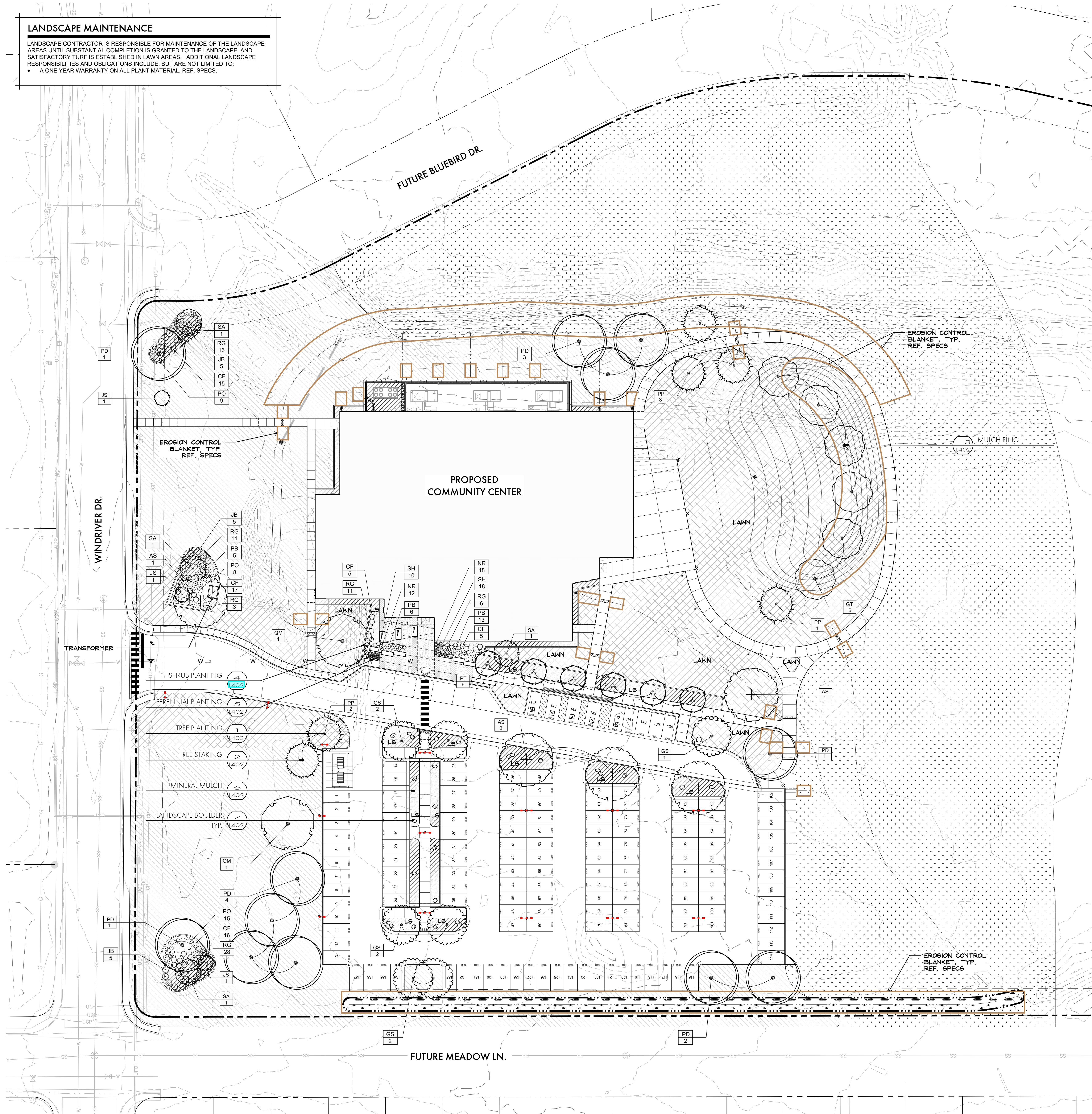
Attachments

1. L400_ PLANTING PLAN Rev.0 markup
2. L300_ IRRIGATION PLAN Rev.0

LANDSCAPE MAINTENANCE

LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE OF THE LANDSCAPE AREAS UNTIL SUBSTANTIAL COMPLETION IS GRANTED TO THE LANDSCAPE AND SATISFACTORY TURF IS ESTABLISHED IN LAWN AREAS. ADDITIONAL LANDSCAPE RESPONSIBILITIES AND OBLIGATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- A ONE YEAR WARRANTY ON ALL PLANT MATERIAL, REF. SPECS.



PLANTING NOTES

- GENERAL PLANTING REQUIREMENTS:
- SEE DETAIL SHEET FOR LANDSCAPE AND PLANTING DETAILS & SEE PROJECT MANUAL FOR LANDSCAPE SPECIFICATIONS.
 - THE LOCATIONS OF EXISTING UTILITIES SHOWN ON THE PLANS ARE BASED ON THE BEST AVAILABLE INFORMATION. SOURCE OF BASE SHEETS IS PROJECT ARCHITECTS AND ENGINEER. THE LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THIS INFORMATION OR THE INADVERTENT OMISSION OF ANY SUCH INFORMATION. THE CONTRACTOR SHALL CALL UNDERGROUND SERVICE ALERT (U.S.A.) AT (800)227-2600 AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION FOR MARKOUTS OF EXISTING UNDERGROUND FACILITIES.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGES TO ANY UTILITIES CAUSED BY HIS/HER PROJECT OPERATIONS. NO CONSTRUCTION SHALL COMMENCE WITHOUT PRIOR APPROVAL OF THE SUPERVISING LANDSCAPE ARCHITECT, ENGINEER OR ARCHITECT.
 - THE CONTRACTOR SHALL MAINTAIN REASONABLE ACCESS TO ALL PRIVATE DRIVEWAYS, PARKING AREAS AND AREAS THAT REQUIRE PUBLIC ACCESS DURING CONSTRUCTION.
 - REFER TO CIVIL ENGINEER'S UTILITY AND GRADING AND DRAINAGE PLANS FOR UTILITY LOCATION AND DRAINAGE INFORMATION. REFER TO CIVIL ENGINEER'S GRADING PLANS FOR GRADING INFORMATION. IF ACTUAL SITE CONDITIONS VARY FROM WHAT IS SHOWN ON THE PLANS OR IF THERE ARE DISCREPANCIES BETWEEN THE PLANS, CONTACT THE LANDSCAPE ARCHITECT FOR DIRECTION AS TO HOW TO PROCEED.
 - VERIFY LOCATIONS OF PERTINENT SITE IMPROVEMENTS INSTALLED UNDER OTHER SECTIONS. IF ANY PART OF THIS PLAN CANNOT BE FOLLOWED DUE TO SITE CONDITIONS, CONTACT LANDSCAPE ARCHITECT FOR INSTRUCTIONS PRIOR TO COMMENCING WORK.
 - CONTACT THE LOCAL UNDERGROUND UTILITY SERVICES FOR UTILITY LOCATION PERFORM EXCAVATION IN THE VICINITY OF UNDERGROUND UTILITIES WITH CARE AND IF NECESSARY, BY HAND. THE CONTRACTOR BEARS FULL RESPONSIBILITY FOR THIS WORK AND DISRUPTION OR DAMAGE TO UTILITIES SHALL BE REPAIRED IMMEDIATELY AT NO EXPENSE TO THE OWNER.
- SCHEDULING:
- CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL PLANT MATERIALS WITHIN 15 DAYS AFTER AWARD OF CONTRACT. CONTRACTOR IS RESPONSIBLE FOR ALL PLANTS TO BE CONTRACT GROWN OR OTHERWISE OBTAINED FROM A CERTIFIED NURSERY. NOTIFY LANDSCAPE ARCHITECT OF ALL PLANT MATERIAL "TIED OFF" FOR THE OPTION OF REVIEWING FOR APPROVAL AT THE CONTRACTOR'S SELECTED NURSERY.
 - IF SPECIFIED MATERIAL IS NOT OBTAINABLE, SUBMIT TO LANDSCAPE ARCHITECT PROOF OF NON-AVAILABILITY AND PROPOSAL FOR USE OF EQUIVALENT MATERIAL. SUBMIT PHOTOGRAPHS OF ALTERNATIVE CHOICES OF PLANT MATERIAL FOR SELECTION BY LANDSCAPE ARCHITECT. INCLUDED WITH THESE PHOTOGRAPHS SHOULD BE CLEAR, WRITTEN DESCRIPTION OF THE TYPE, SIZE, CONDITION, AND GENERAL CHARACTER OF THE PLANT MATERIAL.
 - SOIL CONDITIONING.
 - ALL PLANTING ISLANDS REQUIRE REMOVAL OF SITE BACK FILL, BASE MATERIAL, AND OTHER CONSTRUCTION WASTE MATERIAL TO EARTHEN SUBGRADE, EXCEPT WITHIN 12" OF CURB. SCARIFY THE EARTHEN SUBGRADE AND FILL TO 12" OF FINISHED GRADE WITH SITE TOPSOIL. THE REMAINDER SHALL BE PLANTER SOIL, AS SPECIFIED.
 - SEED PLANTING PLAN AND SPECS FOR SOIL REQUIREMENTS AND FINISHED SURFACING.
 - TOP SOIL FROM THE SITE IS ACCEPTABLE FOR REUSE AS TOPSOIL.
 - PLANTING:
 - QUANTITIES SHOWN IN THE PLANT LIST ARE PROVIDED FOR THE CONVENIENCE OF THE CONTRACTOR & FOR OWNER INFORMATION. CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE QUANTITY OF PLANTS SHOWN GRAPHICALLY ON THE PLANS. IN THE CASE OF A DISCREPANCY THE PLANS SHALL OVERRULE THE LEGEND, EXCEPT PLANTS SPECIFICALLY NOTED AS "NOT SHOWN ON PLAN." VERIFY PLANT COUNTS AND SQUARE FOOTAGES.
 - EXACT LOCATIONS OF PLANT MATERIALS TO BE APPROVED BY THE LANDSCAPE ARCHITECT IN THE FIELD PRIOR TO INSTALLATION. LANDSCAPE ARCHITECT RESERVES THE RIGHT TO ADJUST PLANTS TO EXACT LOCATION IN FIELD.
 - TREES SHALL BEAR SAME RELATION TO FINISHED GRADE AS THEY BORE TO THE NATURAL GRADE BEFORE TRANSPLANTING.
 - TREES TO BE PLANTED A MINIMUM OF 4 FEET FROM FACE OF BUILDING, OR PAVEMENT, EXCEPT AS APPROVED BY LANDSCAPE ARCHITECT.
 - PROVIDE MATCHING FORMS AND SIZES FOR PLANT MATERIALS WITHIN EACH SPECIES AND SIZE DESIGNATED ON THE DRAWINGS.
 - PRUNE NEWLY PLANTED TREES ONLY AS DIRECTED BY LANDSCAPE ARCHITECT.
 - ALIGN AND EQUALLY SPACE IN ALL DIRECTIONS TREES AND SHRUBS SO DESIGNATED PER THESE NOTES AND DRAWINGS.
 - FINISH GRADES OF PLANTER AREAS SHALL BE 2 INCHES BELOW ADJACENT PAVING OR TOP OF CURB UNLESS OTHERWISE NOTED.
 - REMOVE ENTIRE WIRE CAGE FROM ROOTBALL. CUT AND REMOVE BURLAP FROM TOP 1/3 OF BALL.
 - LANDSCAPE ARCHITECT TO REVIEW PLANT MATERIALS AT SOURCE OR BY PHOTOGRAPHS PRIOR TO DIGGING OR SHIPPING OF PLANT MATERIALS.
 - OTHER MATERIALS:
 - PLACE ROCK MULCH IN A MANNER THAT MINIMIZES RISK TO PLANTED MATERIAL. DAMAGE FROM MULCH PLACEMENT WILL REQUIRE REPLACEMENT OF DAMAGED MATERIAL.
 - PROVIDE SPECIFIED EDGING AS DIVIDER BETWEEN PLANTING BEDS.
 - PROVIDE MULCH RING PER DETAIL 31.402 FOR ALL TREES PLANTED IN LAWN.

PROJECT PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	QTY
TREES						
+	AS	ACER NEGUNDO 'SENSATION'	SENSATION BOX ELDER	1.5" CAL. MIN.		5
•	GT	GLEDITSIA TRACANTHOS INERMIS 'SHADEMASTER'	SHADEMASTER HONEY LOCUST	1.5" CAL. MIN.		6
•	GS	GLEDITSIA TRACANTHOS INERMIS 'SUNCLE'	SUNBURST HONEY LOCUST	1.5" CAL. MIN.		7
•	JS	JUNIPERUS SCOPULORUM	ROCKY MOUNTAIN JUNIPER	1.5" CAL. MIN.		3
•	PP	PINUS PONDEROSA	PONDEROSA PINE	6' HT. MIN.		6
•	PD	POPULUS DELTOIDES 'SIOUXLAND'	EASTERN COTTONWOOD 'SIOUXLAND'	1.5" CAL. MIN.		12
•	PT	POPULUS TREMULOIDES	QUAKING ASPEN	1.5" CAL. MIN.		6
•	QM	QUERCUS MACROCARPA	BURR OAK	1.5" CAL. MIN.		2
•	SA	SORBUS AUCUPARIA	EUROPEAN MOUNTAIN ASH	1.5" CAL. MIN.		4
SHRUBS						
•	CF	CORNUS STOLONIFERA 'FARROW' TM	ARCTIC FIRE RED TWIG DOGWOOD	#3	CONTAINER	58
•	JB	JUNIPERUS SABINA 'BUFFALO'	BUFFALO JUNIPER	#2	CONTAINER	15
•	PD	PHYSCARPUS OPULIFOLUS 'NANUS'	DWARF NINEBARK	#2	CONTAINER	32
•	PB	PRUNUS BESSEYI 'PAWNEE BUTTES'	PAWNEE BUTTES WESTERN SAND CHERRY	#2	CONTAINER	24
•	RG	RHUS AROMATICA 'GRD-LOW'	GRD-LOW FRAGRANT SUMAC	#2	CONTAINER	75
PERENNIALS						
+	NR	NEPETA RACEMOSA 'WALKER'S LOW'	WALKER'S LOW CATMINT	#1	CONTAINER	30
•	SH	SPOROBOLUS HETEROLEPIS	PRAIRIE DROPSIDE	#1	CONTAINER	28

SEEDING NOTES

- GENERAL NOTES:
- SOIL IN ALL AREAS TO BE HYDRO-SEEDED SHALL BE CLEARED OF WEEDS, LITTER, DEBRIS, ETC, AMENDED AND FINE GRADED AS DESCRIBED ON PLAN PRIOR TO COMMENCING HYDROSEEDING OPERATIONS.
 - CAREFULLY MAINTAIN AN EVEN FINISHED GRADE TO INSURE PROPER SURFACE DRAINAGE. WITH RIDGES AND DEPRESSIONS REMOVED. ALL AREAS SHALL BE FREE DRAINING.
 - ALL AREAS WHICH ARE COMPLETE (I.E. FINISHED SLOPES) WILL BE HYDROSEDED PER SPECIFICATIONS WITHIN THE TIME FRAME REQUIRED BY THE SWPPP. OTHER AREAS DISTURBED BY CONSTRUCTION WILL RECEIVE STRAW MULCH SPREAD WITH TACKIFIER.
- SCHEDULE:
- THE FINAL HYDROSEEDING OPERATION TO BE PERFORMED BETWEEN MARCH 1 TO JUNE 15 AND SEPTEMBER 1 TO NOVEMBER 1. ADDITIONAL SEEDING MAY BE REQUIRED TO COMPLY WITH THE SWPPP, DEPENDENT UPON THE CONSTRUCTION SCHEDULE AND COMPLETED OPERATIONS.
 - QUANTITIES AND AREA.
 - LIMITS OF WORK SHOWN ARE APPROXIMATE. THE INTENT IS TO HYDROSEED ALL ROAD CUTS/FILLS AND ANY DISTURBED AREAS DUE TO UTILITY OR GENERAL CONSTRUCTION. ALL DISTURBED AREAS STEEPER THAN 5:1 SHALL BE COVERED WITH A PROTECTIVE MATTING AFTER HYDROSEEDING.
- GENERAL SEEDING PER SPECIFICATIONS:
- SLURRY INGREDIENTS: MULCH SHALL BE "AGRI-FIBRE" RECYCLED PAPER MULCH. @ 2,000 LBS/ACRE, INCREASE TO 2,500 LBS/ACRE FOR SLOPE STABILIZATION AREAS. STABILIZING AGENT SHALL BE "SENTINEL" BINDING AGENT TO BE USED ONLY ON SLOPES GREATER THAN 25%. USE 100 LBS/ACRE.
 - FERTILIZER: 6-20-20 GUARANTEED ANALYSIS (PLUS MICRONUTRIENTS) @ 500 LBS/AC, AND 40 LBS/AC AMONIUM SULFATE (ALL AREAS). FERTILIZERS MUST BE SUPPLIED IN A FORM WHICH WILL READILY DISPERSE INTO THE SLURRY.
 - WATER: MUST BE OF ACCEPTABLE AGRICULTURAL QUALITY. FREE OF TOXIC INGREDIENTS OR OTHER FACTORS THAT INHIBIT PLANT GROWTH OR GERMINATION. USE 1,500 TO 3,000 GALLONS PER ACRE, AS NEEDED.
 - OTHER: ADD "TURBO-START" BIOLOGICAL FERTILIZER ADDITIVE, 1 GALLON/ACRE TO ALL SLURRY MIXES.
 - SEED MIX: PER LEGEND. SEED MUST BE IN ORIGINAL, UNOPENED CONTAINERS, DISPLAYING LABEL WHICH GUARANTEES FREEDOM FROM NOXIOUS WEED SEEDS, A MINIMUM OF 85% PURE LIVE SEED, AND A MINIMUM GERMINATION RATE OF 85%.
 - APPLICATION: SEED SHALL BE DRILL SEEDING PRIOR TO HYDROSEEDING. THE OPERATOR SHALL SPRAY THE AREAS IN A SWEEPING MOTION, ALLOWING THE FIBRES TO BUILD ON EACH OTHER, AND CREATING A UNIFORM, VISIBLE COAT, USING THE COLOR OF THE MULCH AS A GUIDE, UNTIL ALL OF THE MATERIAL HAS BEEN APPLIED AND THE SPECIFIED RATES HAVE BEEN ACHIEVED.

LANDSCAPE SURFACING LEGEND

SYMBOL	DESCRIPTION	OVERSEED MIXES	DETAILS	QUANTITIES
	RENOVO 'QUALITY SUN & SHADE' TURF MIX 5 LBS/1,000 S.F. STANDARD SLURRY MIX.	N/A	N/A	56,000 SQ FT
	RENOVO 'HEARTLAND' TURF MIX 8 LBS / 1,000 SF STANDARD SLURRY MIX	N/A	N/A	76,100 SQ FT
	RENOVO 'HEARTLAND' TURF MIX 8 LBS / 1,000 SF STANDARD SLURRY MIX	MILLBORN SEEDS WET TURF MIX - APPLY ADDITIONAL 3 LBS/1,000 SF OF OVERSEED MIX TO AREAS DESIGNATED BY LA DURING CONSTRUCTION SITE VISIT	N/A	153,500 SQ FT
	RENOVO 'HEARTLAND' TURF MIX 8 LBS / 1,000 SF STANDARD SLURRY MIX	MILLBORN SEEDS WET TURF MIX 3 LBS/1,000 SF	N/A	5,100 SQ FT
	ROCK MULCH 2-3" WASHED, NATURAL COLOR	N/A	61,402	12,000 SQ FT

QUANTITIES REPRESENT MINIMUM QUANTITIES, SEED TO LIMITS OF CONSTRUCTION

PLANTING PLAN

OWNERSHIP OF DOCUMENTS: This document and the ideas and designs incorporated herein as an instrument of professional service, is the property of AMUNDSEN ASSOCIATES and is not to be used, in whole or in part of any other project without written authorization of AMUNDSEN ASSOCIATES.

NEW FACILITY FOR:

DOUGLAS COMMUNITY CENTER

501 SOUTH WINDRIVER DRIVE
DOUGLAS, WY 82633

JOB NUMBER:
2414

DATE:
05/06/2025

DRAWN BY:
TGLA

SHEET TITLE:
PLANTING PLAN

L400

AMUNDSEN ASSOCIATES
ARCHITECTURE • PLANNING • INTERIOR DESIGN
212 E. Second Street
307.254.9999
office@amundsenassociates.com

TALLGRASS
TALLGRASS LANDSCAPE ARCHITECTURE
615 NORTH 4TH STREET
PO BOX 1000 DOUGLAS WY 82603
TALLGRASSLANDSCAPEARCHITECTURE.COM



Agenda Item Report

City Council – April 13, 2026

Item

Truck Route: Review

Responsible Staff Contact

Recommendation

Executive Summary

Requested by Councilmember Schmidt

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. 998 Truck Routes and Over Weight 11-13-2018

ORDINANCE NO. 998

AN ORDINANCE AMENDING CHAPTER 10.92 OF DOUGLAS MUNICIPAL CODE REGARDING REQUIREMENTS FOR TRUCKS OVER A CERTAIN SIZE AND WEIGHT AND THE DESIGNATED TRUCK ROUTES WITHIN THE CITY OF DOUGLAS

WHEREAS, the City of Douglas has the authority per W.S. §15-1-103(a)(xi) to regulate traffic flow, speed limits, and truck traffic within the corporate limits of the city; and

WHEREAS, increased energy activity within Converse County is resulting in increased truck traffic within the city limits; and

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

WHEREAS, after careful consideration by the governing body, the following are recommended changes to Chapter 10.92 of the Douglas Municipal Code.

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

Section 1. Chapter 10.92.010(a) of the Douglas Municipal Code is hereby amended as follows:

10.92.020 - Exceptions.

(a) Operations on Street of Destination. This chapter shall not prohibit the operation of a power unit having three (3) or more axles regardless of weight and used in combination upon entering the street where necessary to the conduct of business at a destination point within the city limits provided streets upon which such traffic is permitted are used until reaching the intersection nearest the destination point.

Section 2. Section 10.92.030 of the Douglas Municipal Code is hereby amended to read as follows:

10.92.030 – Size and weight limits prescribed—Pneumatic tires required.

No vehicle which exceeds the size and weight limitations imposed by W.S. §31-18-802 or any city ordinance shall be operated on the streets of the city. If a special permit is obtained from the state highway department and the route does not depart from the state highway system, the city shall accept the state permit.

Section 3. Section 10.92.040 of the Douglas Municipal Code is hereby amended to read as follows:

10.92.040 - Authority to weigh vehicles.

The chief of police shall have the authority to require any person driving or in control of any commercial vehicle operating on the streets of the city and which he/she has reason to believe is overloaded as provided for in Section 10.92.030 of this chapter to proceed to any public or private scale available for the purpose of weighing, at the expense of the company or operator of the vehicle, and determining whether this chapter has been complied with.

Section 4. Section 10.92.050(b)(i)(A) of the Douglas Municipal Code is hereby amended to read as follows:

10.92.050 - Truck routes established.

The following truck routes are established within the city:

(b) Truck Traffic Within the City Limits.

(i) Outside Origin.

(A) The following truck routes are established within the city for use by trucks having their destination within the city limits or originating within the city limits, or which qualify under subsection A of this section:

i.	Richards Street;
ii.	South Riverbend Drive;
iii.	North 4 th Street from Hwy 59 Bypass to Cedar Street
iv.	Cedar Street from North 4 th Street to County Road No. 52 (East Antelope)
v.	Highway 59
vi.	Highway 94

Section 4. Section 10.92.060 of the Douglas Municipal Code is hereby amended to read as follows:

10.92.060 - Chief of police to maintain map.

The chief of police shall keep and maintain accurate maps setting out truck routes and streets upon which traffic is permitted; the maps shall be kept on file in the office of the chief of police, at City Hall, and shall be available to the public.

Section 5. Section 5.16.040 of the Douglas Municipal Code is hereby created to read as follows:

Section 6. Douglas Municipal Code Sections 1.04.050, 1.04.060 and 2.08.060, by reference, are incorporated herein and made a part hereof.

Passed and Approved on First Reading this 8th day of October 2018.

Passed and Approved on Second Reading this 22nd day of October 2018.

Passed, Approved, and Adopted on third and final reading this 13th day of November 2018.

/s/ Bruce A. Jones, Mayor

Attest:

/s/ Karen Rimmer, City Clerk

Published: Nov. 21, 2018

ATTESTATION

I, Karen Rimmer, 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.

/s/ Karen Rimmer, City Clerk



Agenda Item Report

City Council – April 13, 2026

Item

Resolution 2026-19: Agreement of Acceptance WYDOT Right-of-Way for Access to Seven Trails Commerce Center

Responsible Staff Contact

Clara Chaffin

Recommendation

Recommend approval of Resolution 2026-19 as presented.

Executive Summary

Due to the upcoming development of commercial housing at Seven Trails Commerce Center, access is necessary from Highway 59 to be located at the already established access point for the Wyoming Law Enforcement Academy.

Staff and the applicant have worked with the Wyoming Department of Transportation (WYDOT) and recommend accepting a right-of-way dedication from WYDOT to facilitate access to the new commercial housing development. This right-of-way is strategically located to provide safe, efficient joint ingress and egress between the development, the Wyoming Law Enforcement Academy, and the adjacent transportation network, ensuring connectivity for residents, service providers, and emergency response.

Acceptance of the right-of-way will allow the City to establish and maintain a public access corridor that meets state and local design standards. The improved access will support increased housing availability, promote orderly growth, and enhance overall traffic circulation in the area. Coordination with WYDOT ensures that the access point is designed to minimize impacts on the state highway system while maximizing safety and long-term functionality.

This action aligns with the City's goals of addressing housing demand, supporting economic development, and investing in critical infrastructure. By formalizing access through this right-of-way acceptance, the City is taking a proactive step to remove development barriers and ensure the success of the commercial housing project.

Following approval of the Agreement of Acceptance, the transfer will go to Environmental Clearance (estimated 30+ days for approval) and then to FHWA (estimated 30 days for approval).

Background

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

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

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Recommend approval of Resolution 2026-19 as presented.

Attachments

1. Resolution 2026-19 Agreement of Acceptance

RESOLUTION NO. 2026-19

AGREEMENT OF ACCEPTANCE

WYDOT RIGHT-OF-WAY FOR ACCESS TO SEVEN TRAILS COMMERCE CENTER

WHEREAS, the City of Douglas, a municipal corporation of the State of Wyoming, (hereinafter referred to as “City”) whose address is 101 N. Fourth Street P.O. Box 1030 Douglas, WY 82633, deems that it would be in the best interest of the public, that a certain portion of the highway right-of-way of the Transportation Commission of Wyoming Project No. SCPF-043-1(6), become a necessary and desirable extension of said City system.

Said portion of highway right-of-way being more particularly described in the Northeast Quarter of Section 7, Township 32 North, Range 71 West, of the 6th Principal Meridian and Described by Metes and Bounds as Follows (Exhibit “A”):

COMMENCING AT NORTH EAST CORNER OF SAID SECTION 7, THENCE S15°10'47"W A DISTANCE OF 644.30 FEET TO A FOUND RIGHT OF WAY MONUMENT, ALSO BEING THE POINT OF BEGINNING; THENCE S88°41'02"W A DISTANCE OF 99.96 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE N00°45'01"W A DISTANCE OF 191.32 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE N00°16'04"W A DISTANCE OF 411.17 FEET TO A POINT; THENCE S89°55'10"E A DISTANCE OF 99.95 FEET TO A POINT; THENCE S00°16'04"E A DISTANCE OF 410.69 FEET TO A POINT; THENCE S00°45'01"E A DISTANCE OF 189.91 FEET MORE OR LESS TO THE POINT OF BEGINNING. SAID AREA OF LAND CONTAINS 1.38 ACRES MORE OR LESS.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that upon relinquishment by the Transportation Commission of Wyoming of the above-described portion of highway, said City will assume all responsibility thereof, in accordance with the provisions of W.S. 24-3-126.

PASSED, APPROVED, AND ADOPTED this 13th day of April, 2026.

In Witness whereof, this relinquishment is accepted by the City of Douglas, Wyoming, this 13th Day of April, 2026, to-wit:

City Council of Douglas, Wyoming,

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

ACKNOWLEDGEMENT

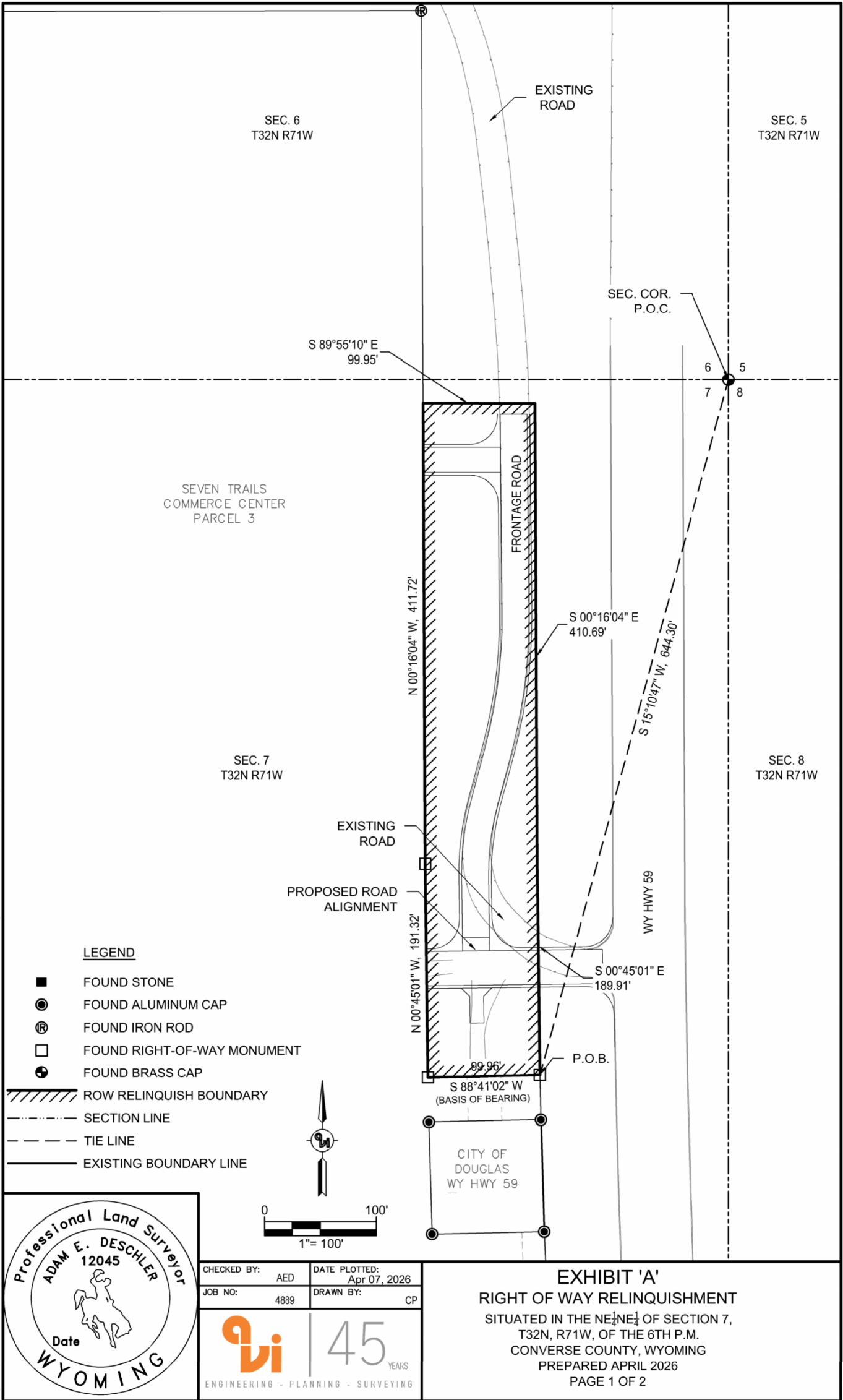
THE STATE OF WYOMING)
 §
COUNTY OF CONVERSE)

The foregoing instrument was acknowledged before me this 13th day of April, 2026, by Clara Chaffin, Community Development Director of the City of Douglas, a municipal corporation of the State of Wyoming.

Witness my hand and official seal.
My commission expires January 4, 2031.

NOTARY PUBLIC

Dwg: H:\5042 DOUGLAS SITE PLAN\STENCIL GROUP\PLANNING\ROW RELINQUISHMENT\5042 ROW RELINQUISHMENT.DWG Layout: EXHIBIT A Plotted: 11/24/2025 4:50 PM



Dwg: H:\5042_DOUGLAS SITE PLAN_STENCIL GROUP\PLANNING\ROW RELINQUISHMENT\5042_ROW RELINQUISHMENT.DWG Layout: LEGAL Plotted: 11/24/2025 4:50 PM

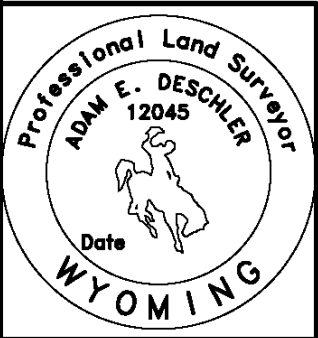
LEGAL DESCRIPTION

THE FOLLOWING IS A DESCRIPTION FOR RIGHT OF WAY RELINQUISHMENT OF STATE HIGHWAY 59 LOCATED IN THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 32 NORTH, RANGE 71 WEST, OF THE 6TH PRINCIPAL MERIDIAN AND DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

RIGHT OF WAY RELINQUISHMENT:

COMMENCING AT NORTH EAST CORNER OF SAID SECTION 7, THENCE S15°10'47"W A DISTANCE OF 644.30 FEET TO A FOUND RIGHT OF WAY MONUMENT, ALSO BEING THE POINT OF BEGINNING; THENCE S88°41'02"W A DISTANCE OF 99.96 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE N00°45'01"W A DISTANCE OF 191.32 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE N00°16'04"W A DISTANCE OF 411.17 FEET TO A POINT; THENCE S89°55'10"E A DISTANCE OF 99.95 FEET TO A POINT; THENCE S00°16'04"E A DISTANCE OF 410.69 FEET TO A POINT; THENCE S00°45'01"E A DISTANCE OF 189.91 FEET MORE OR LESS TO THE POINT OF BEGINNING.

SAID AREA OF LAND CONTAINS 1.38 ACRES MORE OR LESS.



CHECKED BY: AED	DATE PLOTTED: Apr 07, 2026
JOB NO: 4889	DRAWN BY: JW

EXHIBIT 'A'
RIGHT OF WAY RELINQUISHMENT
SITUATED IN THE NE¹/₄NE¹/₄ OF SECTION 7,
T32N, R71W, OF THE 6TH P.M.
CONVERSE COUNTY, WYOMING
PREPARED APRIL 2026
PAGE 2 OF 2



Agenda Item Report

City Council – April 13, 2026

Item

Resolution 2026-20: A Resolution Authorizing the Exchange of Land Between the City of Douglas, Wyoming, and Moore Living Trust

Responsible Staff Contact

Clara Chaffin

Recommendation

Recommend approval of the land exchange.

Executive Summary

The applicant is requesting a land exchange with the City of Douglas in order to establish a straight and more functional property boundary between the two parcels. Under the proposed exchange, the applicant would convey 24,075 square feet of land to the City in return for 20,239 square feet of City-owned property (see attached Exhibit B). The purpose of the exchange is to eliminate the existing irregular boundary configuration and create a straight property line that will simplify future land management, maintenance, and use for both parties. The proposed swap results in a net gain of 3,836 square feet of land to the City while improving the overall alignment of the adjoining properties.

Background

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

Budget/Fiscal Impact

Action Requested/Recommended Motion

Recommend approval of the land exchange.

Attachments

1. 2026-20 Authorizing Exchange of Land
2. Legals For land swap
3. 25-244_MOORE EXHIBIT B
4. 25-244_MEADOWLARK TRAILS REPLAT

RESOLUTION NO. 2026-20

A RESOLUTION AUTHORIZING THE EXCHANGE OF LAND BETWEEN THE CITY OF DOUGLAS,
WYOMING AND MOORE LIVING TRUST

WHEREAS, Moore Living Trust (hereinafter referred to as “Private Owner”) is the owner of the real property located at Meadowlark Trails No. 2 Block 7, Lot 14; and

WHEREAS, Moore Living Trust wishes to convey 240.74 square feet of Lot 14, Block 7 to the City of Douglas in exchange for 202.39 square feet of City of Douglas property, being generally described in Exhibit “B”; and

WHEREAS, the City of Douglas, Wyoming (hereinafter referred to as “City”), a body corporate and political subdivision of the State of Wyoming, owns property associated with the North Platte River pathway; and

WHEREAS, the City will be receiving an additional 38.35 square feet of real property in the land exchange; and

WHEREAS, the Private Owner wishes to exchange land to achieve a straight property line; and

WHEREAS, the City Council finds that the land exchange serves a public purpose by improving property alignment, enhancing land use efficiency, adding to public recreation space, and resolving boundary irregularities; and

WHEREAS, the terms of the land exchange have been reviewed and are acceptable to both parties.

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

Section 1. The City Council hereby approves the land exchange between the City and Private Owner, whereby the City will receive a net gain of approximately 38.35 square feet of land for public purpose.

Section 2. The Mayor or Interim City Manger is hereby authorized to execute any and all deeds and related documents necessary to complete the land exchange, subject to approval by the City Attorney.

Section 3. All statutory requirements have been reviewed and met.

Section 4. Upon execution, the City Clerk is authorized to record all necessary documents with the Converse County Clerk and take all actions necessary to implement the terms of the exchange.

PASSED, APPROVED, AND ADOPTED this 13th day of April, 2026.

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk



EXHIBIT "A"
A PORTION OF LOT 14, BLOCK 7, MEADOWLARK TRAILS SUBDIVISION NO. 2
Portion of Lot 2 of Section 5, T.32N., R.71W., 6th P.M.
Converse County, Wyoming

A parcel of land, located in and being a portion of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2, situate in Lot 2, Section 5, T.32N., R.71W., 6th P.M., Converse County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof and being described by metes and bounds as follows:

Beginning at the northeast corner of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2 and the southeast corner of Lot 31, Meadowlark Trails Subdivision No. 5, monumented by an aluminum cap;

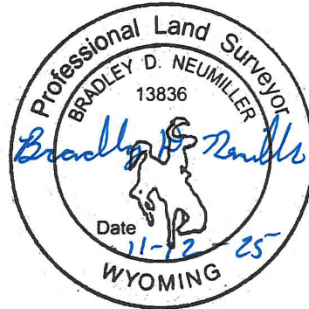
Thence S02°07'39"E, along the east line of said Lot 14, a distance of 41.80 feet to a point;

Thence N22°15'08"W, a distance of 33.48 feet to a point on the south line of said Lot 31, Meadowlark Trails Subdivision No. 5, monumented by an aluminum cap;

Thence N45°51'58"E, along the south line of said Lot 31, Meadowlark Trails Subdivision No. 5, a distance of 15.50 feet to the Point of Beginning.

The above described easement contains 0.006 acres, (240.74 S.F.) more or less, and is subject to all rights-of-way and/or easements, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2024, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



EXHIBIT "A"
A PORTION OF UNPLATTED LAND
Portion of Lot 2 of Section 5, T.32N., R.71W., 6th P.M.
Converse County, Wyoming

A parcel of Unplatted land, located in Lot 2, Section 5, T.32N., R.71W., 6th P.M., Converse County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof and being described by metes and bounds as follows:

Beginning at the southeast corner of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2 and the northeast corner of a 15 feet wide Pedestrian & Utility Easement, monumented by an aluminum cap;

Thence N23°26'40"W, along the east line of said Lot 14, a distance of 65.10 feet to an angle point, monumented by an aluminum cap;

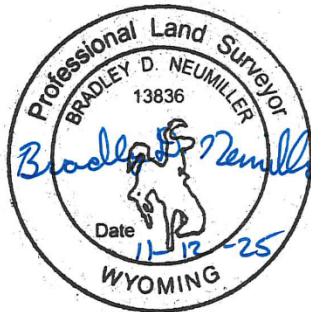
Thence N23°27'34"W, along the east line of said Lot 14, a distance of 70.33 feet to an angle point, monumented by a 5/8" rebar;

Thence N02°07'39"W, along the east line of said Lot 14, a distance of 8.24 feet to a point;

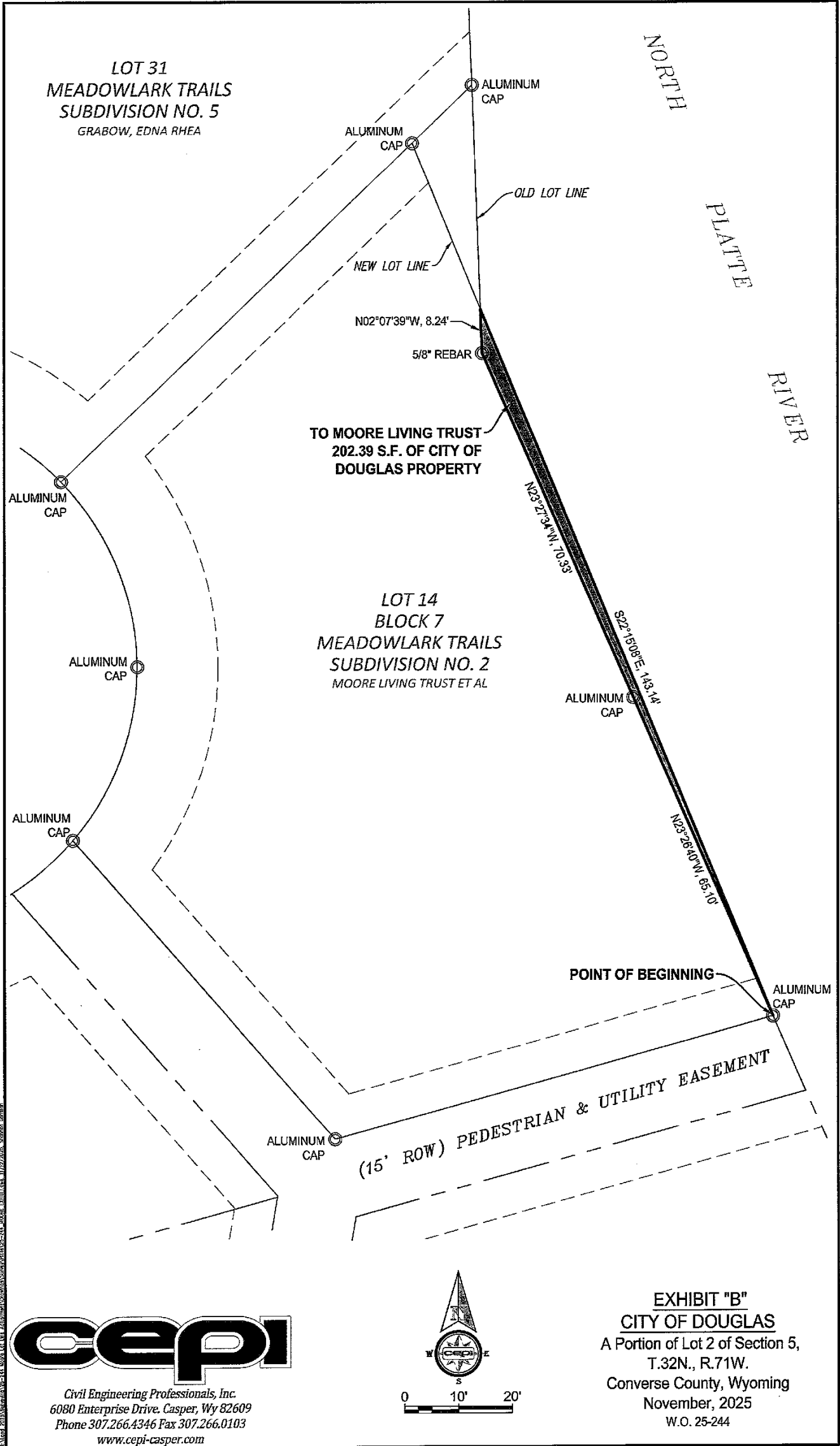
Thence S22°15'08"E, a distance of 143.14 feet to the Point of Beginning.

The above described easement contains 0.005 acres, (202.39 S.F.) more or less, and is subject to all rights-of-way and/or easements, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2024, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



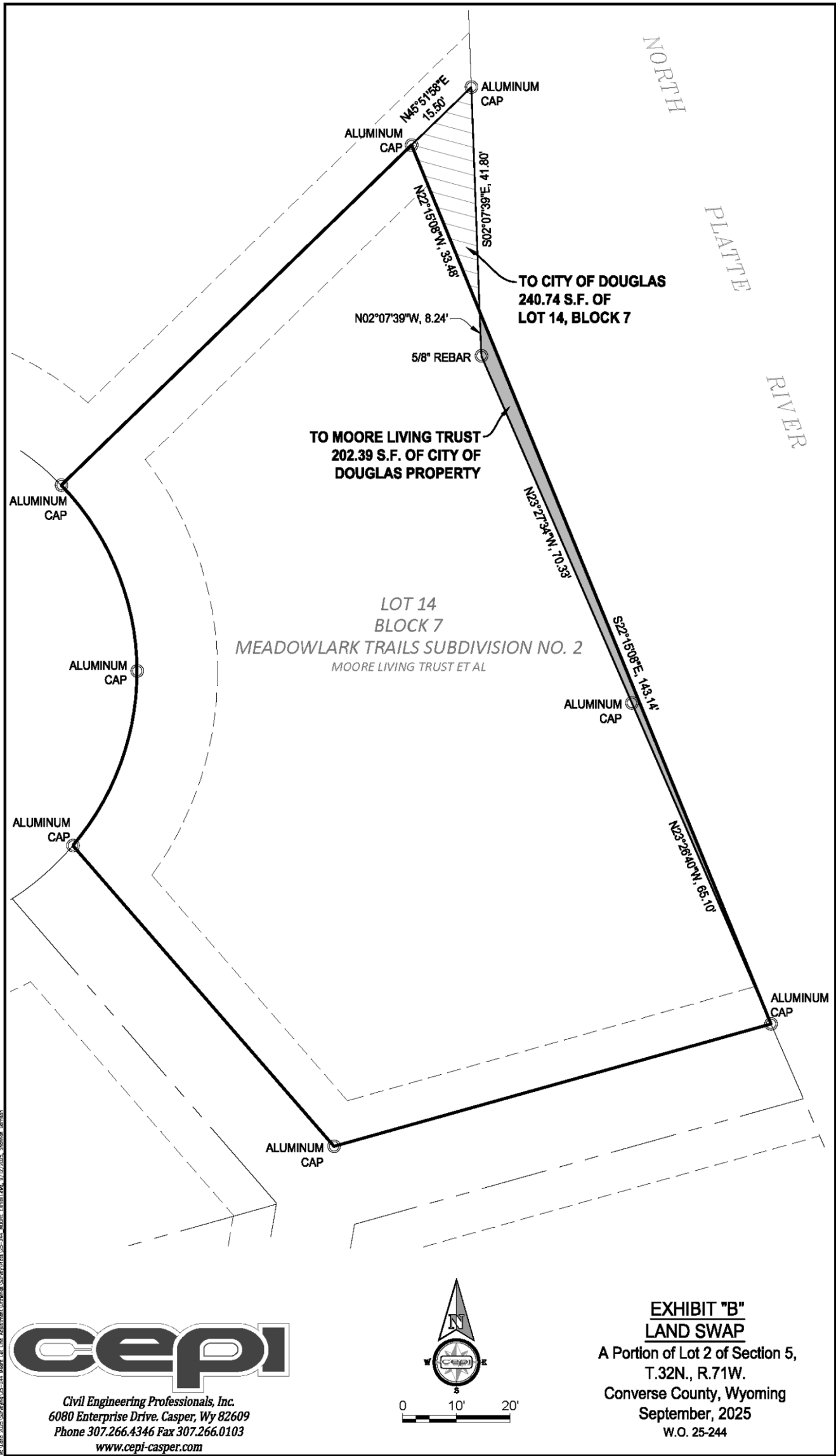




EXHIBIT "A"
A PORTION OF LOT 14, BLOCK 7, MEADOWLARK TRAILS SUBDIVISION NO. 2
Portion of Lot 2 of Section 5, T.32N., R.71W., 6th P.M.
Converse County, Wyoming

A parcel of land, located in and being a portion of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2, situate in Lot 2, Section 5, T.32N., R.71W., 6th P.M., Converse County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof and being described by metes and bounds as follows:

Beginning at the northeast corner of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2 and the southeast corner of Lot 31, Meadowlark Trails Subdivision No. 5, monumented by an aluminum cap;

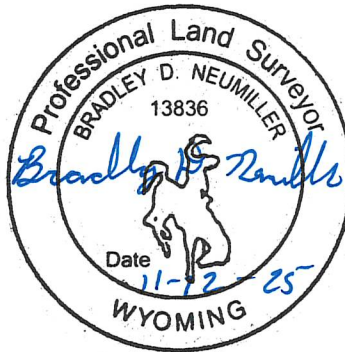
Thence S02°07'39"E, along the east line of said Lot 14, a distance of 41.80 feet to a point;

Thence N22°15'08"W, a distance of 33.48 feet to a point on the south line of said Lot 31, Meadowlark Trails Subdivision No. 5, monumented by an aluminum cap;

Thence N45°51'58"E, along the south line of said Lot 31, Meadowlark Trails Subdivision No. 5, a distance of 15.50 feet to the Point of Beginning.

The above described easement contains 0.006 acres, (240.74 S.F.) more or less, and is subject to all rights-of-way and/or easements, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2024, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.

LOT 31
MEADOWLARK TRAILS
SUBDIVISION NO. 5
GRABOW, EDNA RHEA

ALUMINUM
CAP

N45°51'58"E
15.50'

POINT OF BEGINNING

ALUMINUM
CAP

N22°15'08"W
33.48'

S02°07'39"E
41.80'

TO CITY OF DOUGLAS
240.74 S.F. OF
LOT 14, BLOCK 7

5/8" REBAR

OLD LOT LINE

NEW LOT LINE

LOT 14
BLOCK 7
MEADOWLARK TRAILS
SUBDIVISION NO. 2
MOORE LIVING TRUST ET AL

ALUMINUM
CAP

ALUMINUM
CAP

ALUMINUM
CAP

ALUMINUM
CAP

ALUMINUM
CAP

ALUMINUM
CAP

(15' ROW) PEDESTRIAN & UTILITY EASEMENT

NORTH

PLATTE

RIVER



Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

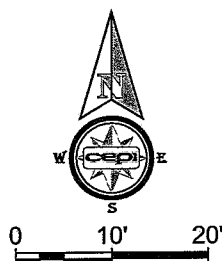


EXHIBIT "B"
MOORE LIVING TRUST
A Portion of Lot 2 of Section 5,
T.32N., R.71W.
Converse County, Wyoming
November, 2025
W.O. 25-244



EXHIBIT "A"
A PORTION OF UNPLATTED LAND
Portion of Lot 2 of Section 5, T.32N., R.71W., 6th P.M.
Converse County, Wyoming

A parcel of Unplatted land, located in Lot 2, Section 5, T.32N., R.71W., 6th P.M., Converse County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof and being described by metes and bounds as follows:

Beginning at the southeast corner of Lot 14, Block 7, Meadowlark Trails Subdivision No. 2 and the northeast corner of a 15 feet wide Pedestrian & Utility Easement, monumented by an aluminum cap;

Thence N23°26'40"W, along the east line of said Lot 14, a distance of 65.10 feet to an angle point, monumented by an aluminum cap;

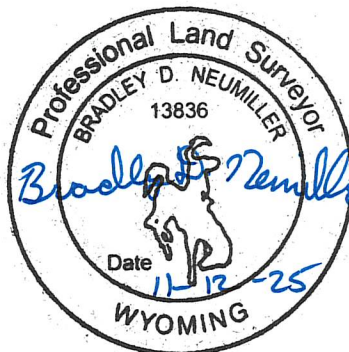
Thence N23°27'34"W, along the east line of said Lot 14, a distance of 70.33 feet to an angle point, monumented by a 5/8" rebar;

Thence N02°07'39"W, along the east line of said Lot 14, a distance of 8.24 feet to a point;

Thence S22°15'08"E, a distance of 143.14 feet to the Point of Beginning.

The above described easement contains 0.005 acres, (202.39 S.F.) more or less, and is subject to all rights-of-way and/or easements, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2024, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.

LOT 31
MEADOWLARK TRAILS
SUBDIVISION NO. 5
GRABOW, EDNA RHEA

ALUMINUM
CAP

ALUMINUM
CAP

OLD LOT LINE

NEW LOT LINE

N02°07'39"W, 8.24'

5/8" REBAR

TO MOORE LIVING TRUST
202.39 S.F. OF CITY OF
DOUGLAS PROPERTY

LOT 14
BLOCK 7
MEADOWLARK TRAILS
SUBDIVISION NO. 2
MOORE LIVING TRUST ET AL

ALUMINUM
CAP

ALUMINUM
CAP

ALUMINUM
CAP

N23°27'34"W, 70.33'

S22°15'08"E, 143.14'

ALUMINUM
CAP

N23°26'40"W, 65.10'

POINT OF BEGINNING

ALUMINUM
CAP

ALUMINUM
CAP

(15' ROW) PEDESTRIAN & UTILITY EASEMENT

NORTH

PLATTE

RIVER



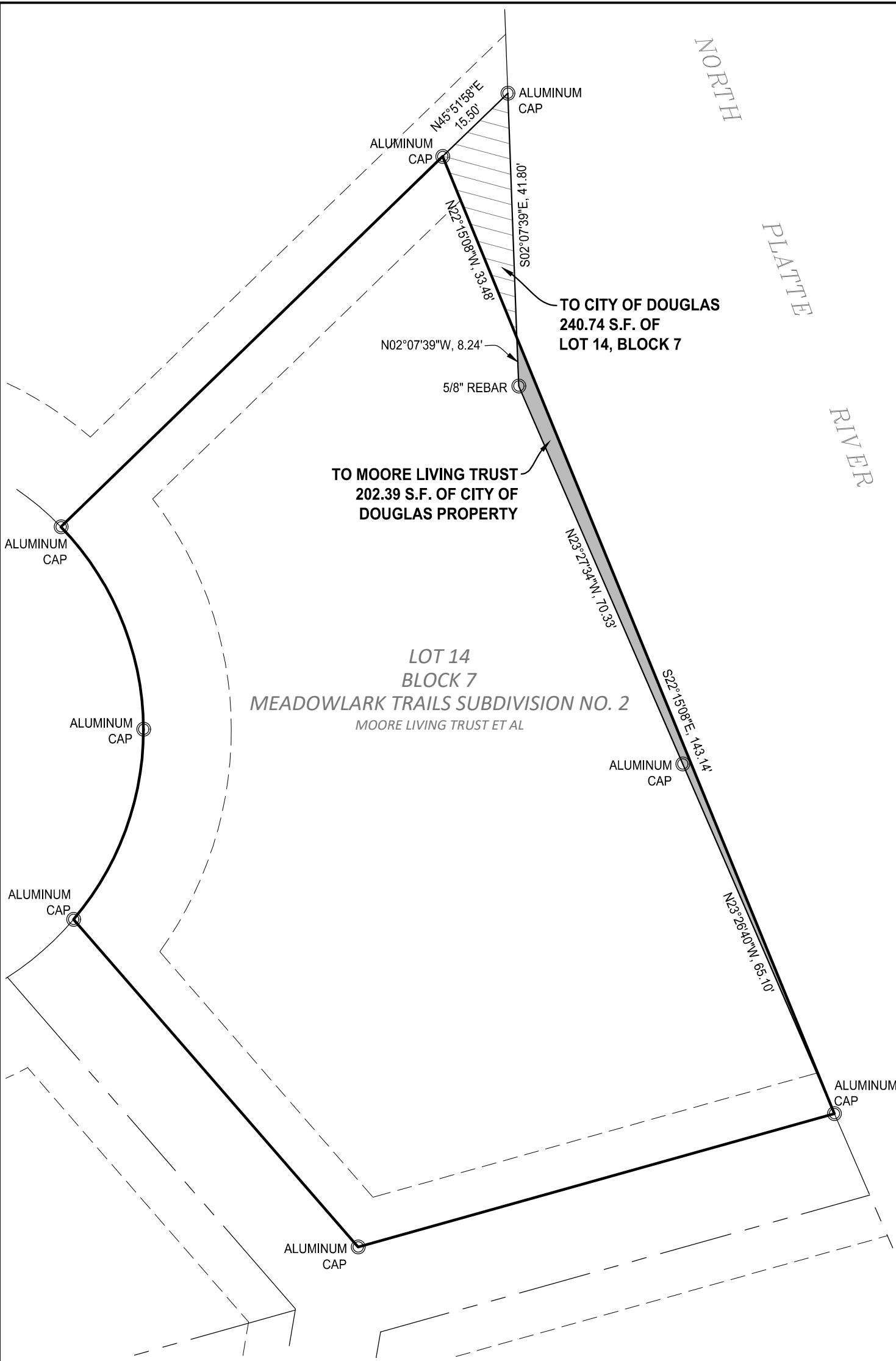
Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com



0 10' 20'

EXHIBIT "B"
CITY OF DOUGLAS
A Portion of Lot 2 of Section 5,
T.32N., R.71W.
Converse County, Wyoming
November, 2025
W.O. 25-244

M:\land 2025\Surveying\25-244 Moore Lot Line Adjustment\Drawings\Survey\Drawings\25-244 MOORE Exhibit.dwg, 9/17/2025, Shuman Gordon



Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

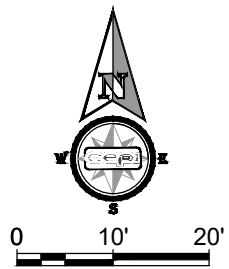
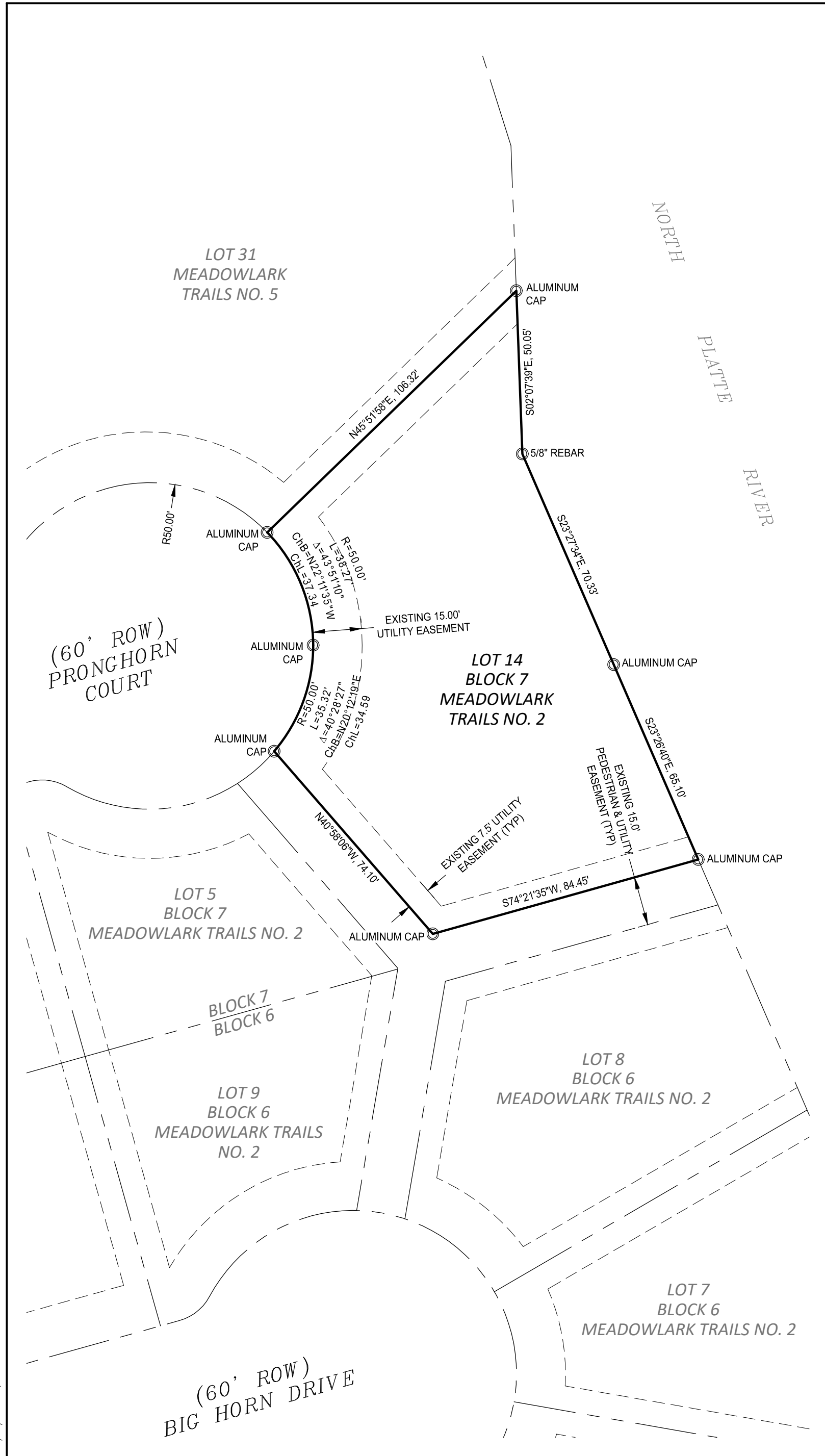


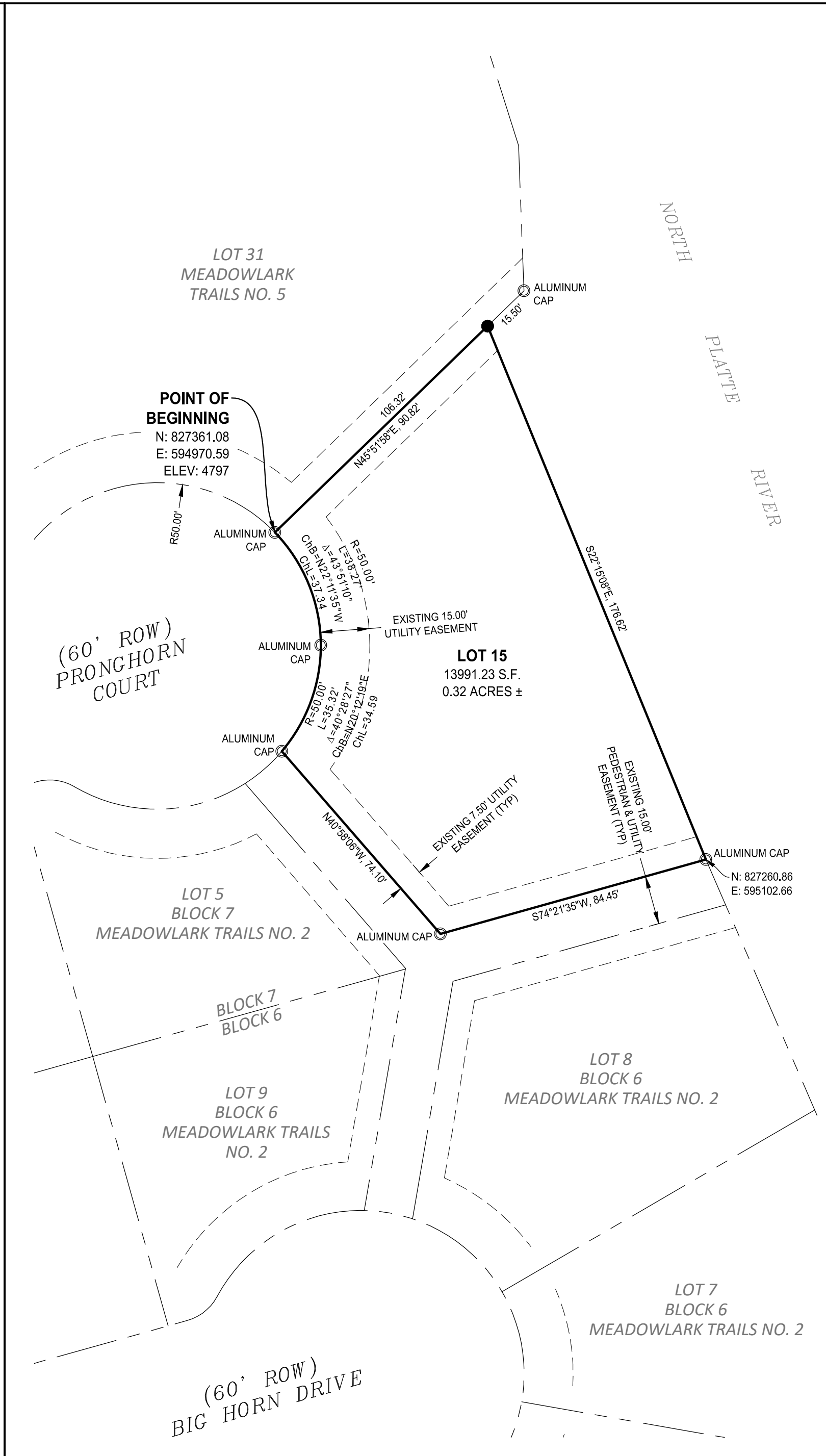
EXHIBIT "B"
LAND SWAP

A Portion of Lot 2 of Section 5,
T.32N., R.71W.
Converse County, Wyoming
September, 2025
W.O. 25-244

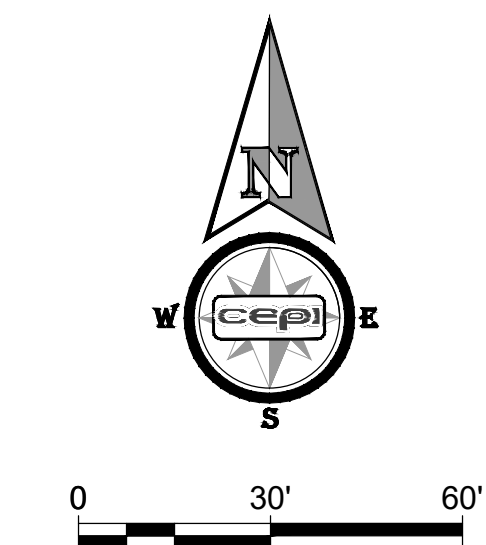
M:\Land 2025\Surveying\25-244 Moore Lot Line Adjustment\Drawings\Survey\Plat\25-244_Meadowlark Trails Replat.dwg, 11/5/2025, Shannon Garrison



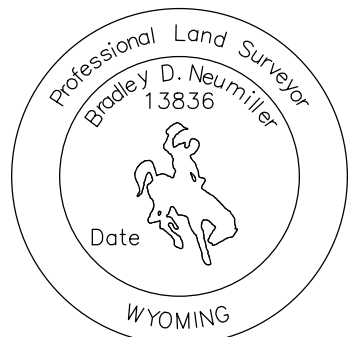
"AS PLATTED" LOT LAYOUT



"AS RE-PLATTED" LOT LAYOUT



- LEGEND
- FOUND MONUMENT AS NOTED
 - SET MONUMENT 5/8" REBAR & ALUMINUM CAP



NOTES

- BASIS OF BEARINGS: WYOMING STATE PLANE COORDINATE SYSTEM, EAST ZONE, 83/86.
- ERROR OF CLOSURE = EXCEEDS 1:1,000,000.
- COORDINATES LISTED REFER TO THE CITY OF DOUGLAS DATUM.
- RECORD DATA IS THE SAME AS MEASURED FOR THIS ADDITION.
- ELEVATIONS ARE FOR REFERENCE ONLY.
- PUBLIC WATER AND SEWER WILL BE PROVIDED BY THE CITY OF DOUGLAS, WYOMING, BUT ALL IMPROVEMENTS TO PUBLIC OR PRIVATE UTILITIES ARE THE RESPONSIBILITY OF THE DEVELOPER.
- THE CONVERGENCE ANGLE AT THE POINT OF BEGINNING IS -0°09'17.18" AND THE COMBINED SCALE FACTOR IS 0.99971445.

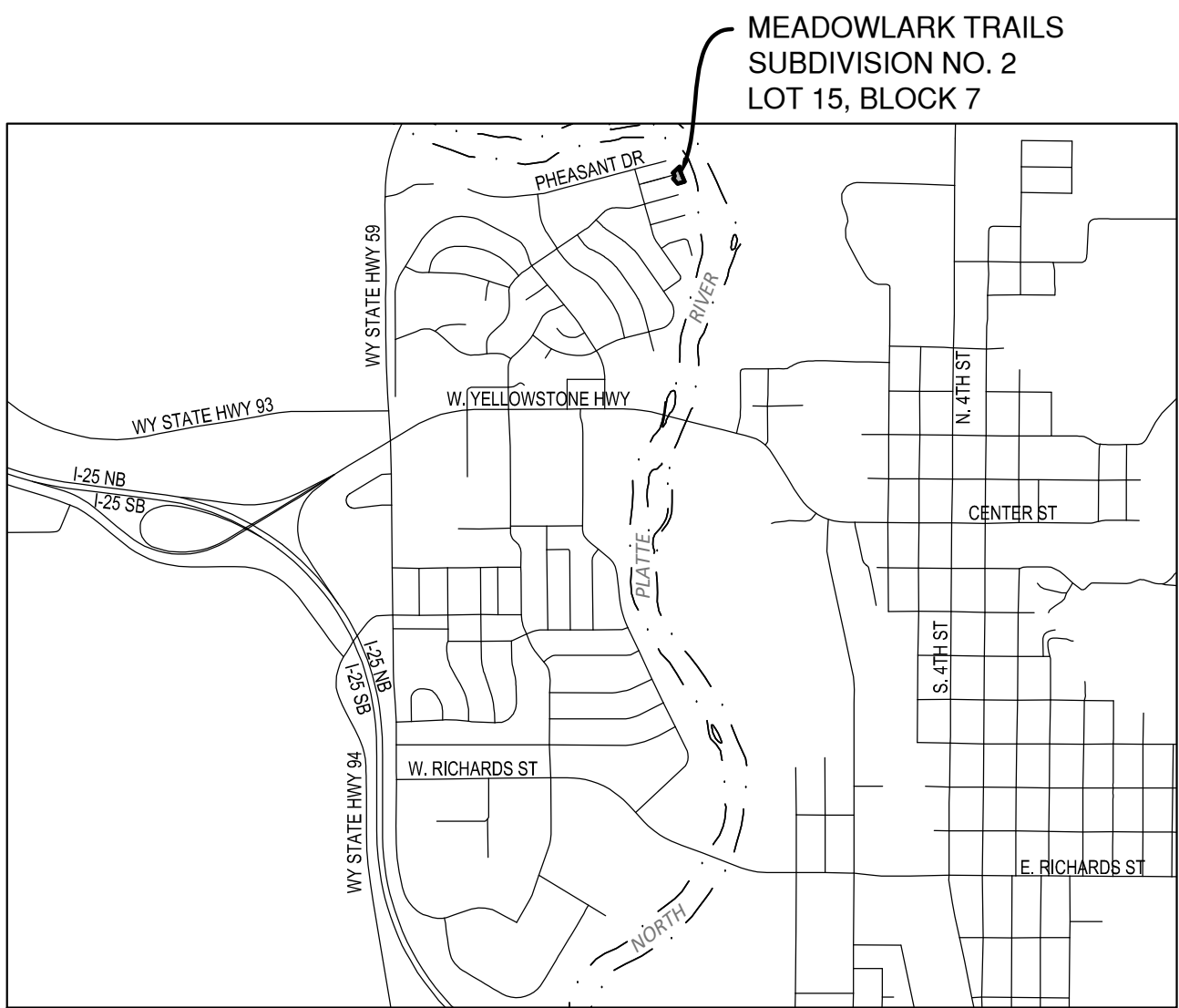
CERTIFICATE OF SURVEYOR

STATE OF WYOMING }
COUNTY OF NATRONA }SS

I, BRADLEY D. NEUMILLER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 13836, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN SEPTEMBER, 2024, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY BRADLEY D. NEUMILLER,
THIS _____ DAY OF _____, 2025.
WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

NOTARY PUBLIC



VICINITY MAP
1" = 2000'

APPROVALS

I DO HEREBY CERTIFY THAT THIS FINAL PLAT AMENDMENT HAS BEEN EXAMINED BY ME AND FOUND TO COMPLY WITH THE REGULATIONS OF THE CITY OF DOUGLAS, WYOMING, AND IS THEREFORE APPROVED FOR RECORDING THIS _____, DAY OF _____, 2025.

ATTEST: _____ CITY CLERK
_____ CITY MANAGER

INSPECTED AND APPROVED BY THE DOUGLAS CITY ENGINEER THIS _____, DAY OF _____, 2025.

CITY ENGINEER

CONVERSE COUNTY CLERK'S CERTIFICATION

FILING NO. _____
OFFICE OF THE REGISTER OF DEEDS
STATE OF WYOMING
COUNTY OF CONVERSE
THIS INSTRUMENT WAS FILED FOR RECORD THIS _____ DAY OF _____, 2025
AT _____ O'CLOCK _____ A.M., AND DULY RECORDED AS INSTRUMENT # _____
IN CABINET _____ ON SLIDE _____

COUNTY CLERK AND EX-OFFICIO REGISTER OF DEEDS

CERTIFICATE OF DEDICATION

LEGAL DESCRIPTION

THE UNDERSIGNED, FRANK N. MOORE & ELAINE M. MOORE TTEE, U/T/A dtd. 11-9-2011, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND KNOWN AS LOT 14, BLOCK 7, MEADOWLARK TRAILS SUBDIVISION NO. 2, AN ADDITION TO THE CITY OF DOUGLAS, WYOMING, SITUATE IN LOT 2, SECTION 5, T.32N., R.71W., 6TH P.M., CONVERSE COUNTY, WYOMING BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 31, MEADOWLARK TRAILS SUBDIVISION NO. 5 AND THE NORTHWEST CORNER OF THE PARCEL BEING DESCRIBED, MONUMENTED BY AN ALUMINUM CAP;

THENCE N45°51'58"E, ALONG THE SOUTH LINE OF SAID LOT 31 AND THE NORTH LINE OF THE PARCEL, A DISTANCE OF 90.82 FEET TO A POINT;

THENCE S22°15'08"E, ALONG THE EAST LINE OF THE PARCEL, A DISTANCE OF 176.62 FEET TO THE SOUTHEAST CORNER OF THE PARCEL AND A POINT ON THE NORTH LINE OF A 15 FEET WIDE PEDESTRIAN & UTILITY EASEMENT, MONUMENTED BY AN ALUMINUM CAP;

THENCE S74°21'35"W, ALONG THE SOUTHEAST LINE OF THE PARCEL AND THE NORTH LINE OF SAID 15 FEET WIDE PEDESTRIAN & UTILITY EASEMENT, A DISTANCE OF 84.45 FEET TO AN ANGLE POINT, MONUMENTED BY AN ALUMINUM CAP;

THENCE N40°58'06"W, ALONG THE SOUTHWEST LINE OF THE PARCEL AND THE NORTH LINE OF SAID 15 FEET WIDE PEDESTRIAN & UTILITY EASEMENT, A DISTANCE OF 74.10 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF PRONGHORN COURT, MONUMENTED BY AN ALUMINUM CAP;

THENCE 35.32 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 50.00 FEET, THROUGH A CENTRAL ANGLE OF 40°28'27", WITH A CHORD BEARING OF N20°12'19"E, A DISTANCE OF 34.59 FEET TO A POINT, MONUMENTED BY AN ALUMINUM CAP;

THENCE 38.27 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 50.00 FEET, THROUGH A CENTRAL ANGLE OF 43°51'10", WITH A CHORD BEARING OF N22°11'35"W, A DISTANCE OF 37.34 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 0.32 ACRES (13,991.23 S.F.), AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

KNOW ALL MEN BY THESE PRESENTS THAT THE CITY OF DOUGLAS, WYOMING, 101 NORTH 4TH STREET, DOUGLAS WYOMING, BEING THE SOLE OWNER, OF THE TRACT OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "MEADOWLARK TRAILS SUBDIVISION NO. 2, LOT 15, BLOCK 7" AND THE OWNERS HEREBY DEDICATE TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES, ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND MARKED "UTILITY EASEMENT" AS SHOWN ON THIS PLAT. ALL ROADS AND STREETS AS SHOWN HEREON HAVE PREVIOUSLY BEEN DEDICATED TO THE USE OF THE PUBLIC.

FRANK N. MOORE & ELAINE M. MOORE TTEE, U/T/A dtd. 11-9-2011
3493 ROSS ROAD
DOUGLAS, WYOMING 82633

FRANK N. MOORE — TRUSTEE ELAINE M. MOORE — TRUSTEE

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY FRANK N. MOORE & ELAINE M. MOORE TTEE, U/T/A dtd. 11-9-2011, THIS _____ DAY OF _____, 2025.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC

MINOR FINAL PLAT AMENDMENT VACATION AND REPLAT OF LOT 14, BLOCK 7, MEADOWLARK TRAILS SUBDIVISION NO. 2 TO THE CITY OF DOUGLAS

AS

MEADOWLARK TRAILS SUBDIVISION NO. 2 LOT 15, BLOCK 7

TO THE CITY OF DOUGLAS, WYOMING

BEING A PORTION OF LOT 2 OF SECTION 5
T.32N., R.71W., 6TH P.M.
CONVERSE COUNTY, WYOMING

W.O. 25-244



Agenda Item Report

City Council – April 13, 2026

Item

Resolution 2026-21: A Resolution Amending the Budget of the City of Douglas, Wyoming, For the Fiscal Year 2026

Responsible Staff Contact

Recommendation

Executive Summary

Request to authorize budget amendment for staffing in preparation for operation of the Douglas Community Center.

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. Resolution 2026-21 April 2026
2. Amendment Detail FY26 April 2026

RESOLUTION NO. 2026-21

A RESOLUTION AMENDING THE BUDGET OF THE CITY OF DOUGLAS, WYOMING,
FOR THE FISCAL YEAR 2026.

WHEREAS, the budget may be increased pursuant to Wyoming Statue §16-4-113; and

WHEREAS, the source of the revenue is unappropriated surplus or additional revenue; and

WHEREAS, notice has been duly given and a public hearing was held; and

WHEREAS, it appears that the procedural requirements and conditions precedent to action by the City Council have been observed; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that amendments are to be made to the City’s FY 2026 adopted budget as set forth on the attached listing.

PASSED, APPROVED, AND ADOPTED this 13th day April, 2026.

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

[illegible]



Agenda Item Report

City Council – April 13, 2026

Item

Change Order: Douglas Municipal Swimming Pool

Responsible Staff Contact

Brandon Frye

Recommendation

Approve change order 3

Executive Summary

Change order request for the Douglas Municipal Pool renovation project.

Background

Unforeseen changes and additions to complete the pool renovation project with Powder River Construction to include a safety structure to prevent swimmer entrapment under the existing slide, Parking lot repair due to fatigue and minimal design standards of original construction, additional concrete decking, ramps and curbing, to improve ADA accessibility, and standards, as well as failed existing concrete not realized during design and bidding.

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 **Original Contract amount \$4,708,365.00**

Anticipated Amount **Total after C.O. 1,2 &3 \$4,701,856.66**

Action Requested/Recommended Motion

Move to approve change order for the Douglas Municipal Pool renovation project and

authorize the Interim City Manager to sign all associated documents.

Attachments

1. CO3_Douglas Pool



Memorandum

Date: April 8th, 2026
To: Brandon Frye and John Harbarger
Cc: Devon Litzsinger

From: Nick Larsen, PE
WO #: 24-049
Subject: Municipal Pool – Change Order No. 3

Enclosed is Change Order No. 3 for your review and approval.

This change order includes unforeseen changes as well necessary additions to the Pool Renovation Project. The work associated with this change order includes a safety structure to prevent swimmer entrapment under the slide, repairing the asphalt for a portion of the parking lot that was experiencing signs of failure fail prior to construction, adding an ADA ramp to improve ADA accessibility and meet code requirements, and additional deck concrete and sod to improve the overall site usability.

The original contract price for this project was \$4,708,365.00. The previous change orders (1 and 2) decreased the contract price to \$4,610,359.56. The total cost of this change order is \$91,497.10 for a total contract price of \$4,701,856.66.

This change order has no impact on the completion dates for the project. The Final Completion Date for the project remains at May 22nd, 2026.

Please contact me with any questions.
Thanks!

CITY OF DOUGLAS
CHANGE ORDER

NO. 3 _____

PROJECT: Douglas Municipal Pool Renovation DATE OF ISSUANCE: 4/8/2026
OWNER: City of Douglas
CONTRACTOR: Powder River Construction, Inc.
ENGINEER: Civil Engineering Professionals, Inc

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

Description: Sod, additional concrete decking, curb and gutter and ADA ramps, R&R asphalt, add slide enclosure

Attachments:

CO Memo, contractor's change order request

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$4,708,365.00	Original Contract Time: Substantial Completion: September 15, 2025 Final Completion: October 1, 2025
Cost of Previous Change Orders: -\$98,005.44	Net change from previous Change Orders (days): 223
Contract Price prior to this Change Order: \$4,610,359.56	Contract Time Prior to this Change Order: Substantial Completion: May 15, 2026 Final completion: May 22, 2026
Net Increase/ Decrease of this Change Order: \$91,497.10	Net Increase/Decrease of this Change Order: Substantial = 0 calendar days Final = 0 calendar days
Contract Price with all approved Change Orders: \$4,701,856.66	Contract Time with all approved Change Orders: Substantial completion: May 15, 2026 Final completion: May 22, 2026

ACCEPTED:

RECOMMENDED:

APPROVED:

BY: 
Contractor

BY: 
Engineer

BY: _____
Owner

4001 E. Collins Road
Gillette, WY 82718



P: 307-687-7721
F: 307-687-3137
www.prcwy.com

WE BUILD WYOMING

April 8, 2026

Nick Larsen
Civil Engineering Professionals, Inc.
6080 Enterprise Dr.
Casper, WY 82609

RE: Douglas Pool Change Order Request 3

Nick,

Please see the following pricing for the change order request 3. This work includes the following work:

- Asphalt replacement based on walk through with Micky Shober and Brandon Frye and the photo below provided by Brandon Frye. This is for approximately 430 SY of asphalt removal, overexcavation, placement and compaction of 6" of base course material, and placement of 3" of new asphalt pavement.
- SOD based on discussions between Micky Shober, Brandon Frye, and Bret Frye.
- Additional concrete deck, sidewalk, and ada ramp per direction from Brandon Frye and per email on 10/30/2026.
- Slide Overhang enclosure will be custom fabricated and installed enclosure to appease pool code violation beneath slide overhang and built in accordance with previous conversations between engineers and contractor.

Change Order 3 Breakdown					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL PRICE
1	SOD	1	LS	\$ 3,960.00	\$ 3,960.00
2	Concrete Deck Overrun	2,251	SF	\$ 10.70	\$ 24,085.70
3	Curb and Gutter and ADA Ramp	222	SF	\$ 10.70	\$ 2,375.40
4	Remove and Replace Asphalt	80	TON	\$ 668.45	\$ 53,476.00
5	Slide Overhang Enclosure	1	LS	\$ 7,600.00	\$ 7,600.00
TOTAL					\$ 91,497.10

Please let me know if you have any questions or comments.
Thank you,

Sam Larson
307-687-7721



Agenda Item Report

City Council – April 13, 2026

Item

Non-Operational Status Extension: Liquor License

Responsible Staff Contact

Devon Litzsinger

Recommendation

Executive Summary

At the May 12, 2025, Regular Council Meeting, Homewood Suites by Hilton was issued a retail liquor license. Due to the hotel being under construction, the license was approved—not issued pending the completion of the building and the license was placed into non-operational status. Non-operational status is effective for one year and is expiring on May 12, 2026. Michael Avery of Douglas Lodging Investors LLC has requested a one-year extension on non-operational status. Per the Wyoming Liquor Division, non-operational status can be approved for an additional year, if approved by the local jurisdiction. If the non-operational extension is not granted, the license will become available for entities to apply for.

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. Wyoming Liquor Division - Non-Operational Extension Letter_1.6.26

January 6, 2026

Devon Litzsinger

City Clerk
City of Douglas
101 N 4th Street
PO Box 1030
Douglas, WY 82633

**RE: Request for Extension of Non-Operational Status – Retail Liquor License
Douglas Lodging Investors LLC / Homewood Suites by Hilton**

Dear Ms. Litzsinger,

This letter serves as a formal request for an extension of the non-operational status for the Retail Liquor License held by Douglas Lodging Investors LLC, d/b/a Homewood Suites by Hilton, located at 25 Cynch Loop in Douglas, WY. Our current non-operational status was established as of May 13, 2025, and is approaching the end of its initial 12-month period.

Our development remains actively underway, and we continue to make steady progress toward our grand opening. While our current construction timelines and coordination with our general contractor, Groathouse Construction, indicate we will be operational by August 2026, we wish to ensure we have sufficient time to complete all final inspections and regulatory requirements.

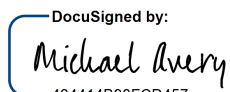
Pursuant to W.S. 12-4-103(a)(iv), we respectfully request that the City Council grant a one-year extension of our non-operational status, extending the expiration to May 12, 2027. This additional year will provide the necessary safety margin to ensure we are fully prepared to serve the community upon opening without requiring further administrative requests.

We will continue to keep the City informed of our progress and any material changes to our opening schedule. Please do not hesitate to reach out if any further documentation or clarification is needed for consideration by the City Council.

Sincerely,

Michael Avery

Douglas Lodging Investors LLC

DocuSigned by:

434414B98FCD457...
1/6/2026



Agenda Item Report

City Council – April 13, 2026

Item

Security Update: City Hall (10 Minutes)

Responsible Staff Contact

Devon Litzsinger

Recommendation

Select which items to move forward with.

Executive Summary

For ease of this process, we have listed the items by letter.

Item A: ADA Doors

Item B: Exit Signs

Item C: Occupancy Sensors

Item D: Silent Alarm

Item E: Lock Down Button

Item F: On-Demand Access Buttons (clerk's/finance desks)

Item G: Illuminated Buttons (Kitchen)

The items are a-la-carte.

Comtronix update for the following:

***Item D: Silent Alarm (Install & programming) \$2,822**

*After the site visit from Comtronix, we were unable to find a company to program an additional panic button with our current system. The price has been updated to reflect a burglar/silent alarm system from Comtronix. Not only will this update the 5 buttons, it will also send a notification if the power to the building is lost. We would receive real-time notification if the generator does not start, allowing precious moments to correct the situation and save the electronics within City Hall. The burglar system does come with a monthly cost of \$55/month, but we would be able to discontinue the 3 phones attached to the current panic button design.

****Item E: Lock Down Button (Install & programming) \$1,410**

**Based on the conversation with Comtronix, in order for them to program the lockdown button, we would be required to pay for a service call. The service call fee includes a truck-roll fee, the 2 hours drive time to and from Casper, and the time spent in the building. I firmly believe the cheaper option is to have Comtronix install the button. The \$1,410 price includes the button they provide, installation, running electrical, programming the button, and the service call.

Staff looks for direction on which items to move forward with and from which company Council would like to utilize for each item.

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

Select which items to move forward with.

Attachments

1. 2526 Building Renovations & Security Costs - Summary
2. 2526 Building Renovations & Security Costs
3. Door Closure Cost
4. Quote-C166324.pdf CITY OF DOUGLAS EXIT LIGHTS
5. estimate_10573 - updated
6. Douglas City Hall 2 Momentary Release Buttons in 2 Offices for Center Door UPDATED
7. Douglas City Hall 2 Release Buttons with LED indicators in Kitchen UPDATED
8. Douglas City Hall Center Door Override Button UPDATED
9. Douglas City Hall Add Lockdown Button and Program Exterior Doors
10. Douglas City Hall Panic Button System

		Arrow Electric	7 Stones Electric	Comtronix	
ITEM "A"	ADA Doors	\$7,050	\$2,409.66*	-	*Price does not include hardware
ITEM "B"	Exit Signs	\$4,000	\$2,752.78	-	
ITEM "C"	Occupancy Sensors	\$5,500	\$7,313.32	-	
ITEM "D"	Silent Alarm	\$390*	\$1744.54*	\$2,822	*Price does not include programming
ITEM "E"	Lock Down Button	\$390*	\$3,820.00*	\$1,410	*Price does not include programming
ITEM "F"	On-Demand Access	-	-	\$2,118	
ITEM "G"	Illuminated Buttons	-	-	\$2,112	

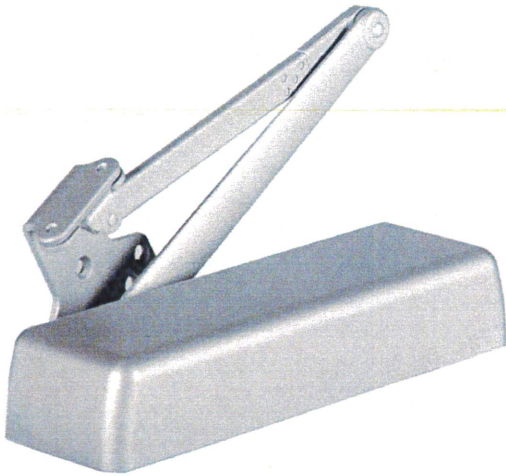
Door Closures Installed by Staff 5 @ \$268.02 \$ 1,340.10

CITY HALL BUILDING SAFETY & SECURITY: 2026 UPDATES

101 N 4TH ST, DOUGLAS, WY 82633

	Arrow Electric		7 Stones		Comtronix	
	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
ADA Door Closers (5 Total)	\$ 450.00	\$ 2,250.00	\$ 481.93	\$ 2,409.66		
Public Restrooms Upstairs (x2)						
Planning						
Administration						
Clerks Office						
ADA Door Closers Electrical/Cable/Install Cost	\$ 4,800.00	\$ 4,800.00				
Total for ADA Door Closers		\$ 7,050.00	\$ 2,409.66			
Exit Signs with Egress Lights & Battery Back-up (4 Total)	\$ 250.00	\$ 1,000.00	\$ 344.10	\$ 2,752.78		
Chambers (x2)						
Basement NW Stairwell						
South Entry Door						
Exit Signs Electrical/Cable/Install Cost	\$ 3,000.00	\$ 3,000.00				
Total Exit Signs		\$ 4,000.00	\$ 2,752.78			
Light Switch Conversion to Occupancy Sensors (10 Total)	\$ 180.00	\$ 1,800.00	\$ 562.56	\$ 7,313.32		
North Access Entry						
Kitchen						
Public Hall Upstairs						
Elevator Hall Upstairs						
Laramie Peak Conference Room						
Basement Public Hallways (x3)						
Boxelder Conference Room						
Council Chambers						
Light Switch Conversion to Occupancy Sensors Electrical/Install	\$ 3,700.00	\$ 3,700.00				
Total Light Switch Conversion		\$ 5,500.00	\$ 7,313.32			
Silent Alarm Button to PD (1 Total - Clerk's Office)	\$ 140.00	\$ 140.00	\$ 1,744.54	\$ 1,744.54		\$ 2,822.00
Silent Alarm Electrical/Cable/Install Cost	\$ 250.00	\$ 250.00				
Silent Alarm Programming (Comtronix)	service call		service call			
Total Silent Alarm		\$ 390.00	\$ 1,744.54			
Lock-Down Button to Comtronix System (1 Total - Clerk's Office)	\$ 140.00	\$ 140.00	\$ 3,820.00	\$ 3,820.00		\$ 1,410.00
Lock-Down Button Electrical/Cable/Install Cost	\$ 250.00	\$ 250.00				
Lock-Down Button Programming (Comtronix)	service call		service call			
Total Lock Down Button		\$ 390.00	\$ 3,820.00			
2 On-Demand Access Buttons for Center Door (Clerk's/Fianance Desks)						\$ 2,118.00
Illuminated Buttons (Kitchen)						\$ 2,112.00
Total Lock Down Button						\$ 4,230.00
TOTAL		\$ 13,160.00 \$ 17,330.00	\$ 6,953.13	\$ 18,040.30	\$ -	\$ 4,230.00

DORMAKABA Door Closer: Adj Mounting Type...



**DORMAKABA Door Closer:
Adj Mounting Type, Grade 1 -
Heavy Duty, Aluminum, 12
3/16 in Lg, 2 1/4 in Wd**

Item 455V71
Mfr. Model QDC111R689BF

Your Price 
\$286.02 / each

Qty

1

Add to Cart

☐ Setup Auto Reorder

☒ Ship

☐ Pickup

Expected to arrive Fri. Mar 27.

Ship to 82716 | [Change](#)

Shipping Weight 12.47 lbs
[Ship Availability Terms](#)

Add to List

Product Details

Catalog Page N/A

- Brand **DORMAKABA**
- Manufacturer Part Number **QDC111R689BF**
- Product Type **Door Closer**
- Sub-brand **Dormakaba**
- Closer Series **QDC100**
- Performance Rating **Grade 1 - Heavy Duty**
- Closer Mounting Type **Adjustable**
- Closer Type **Non-Hold Open**
- Energy Source **Hydraulic**
- Hand Orientation **Non-Handed**
- Height Between Mounting Holes **2-1/4 in**
- Length Between Mounting Holes **4 in**
- Housing Length **12-3/16 in**
- Housing Height **3-1/2 in**
- Housing Depth **2-1/4 in**
- Projection **2-1/4 in**
- Spring Type **Adjustable**

QUOTE
C166324

Ship To:
PO Box 1030
Douglas, WY 82633

Rate/Quan.	Product Description	Unit Price	T	Amount
1	LABOR	0.00		0.00
5	AUTOMATIC DOOR OPENER KIT	0.00		0.00
2	APEL EMERGENCY LIGHT	0.00		0.00
10	APCH7RG COOPER EXIT LIGHT COMBO	0.00		0.00
2	APWR1 EGRESS LIGHT	0.00		0.00
2	EMERGENCY PUSH BUTTON	0.00		0.00
2	EMERGENCY CALL BUTTON	0.00		0.00
175	12-2 MC CABLE WITH GROUND	0.00		0.00
25	3/8 MC CONN SNAP IN	0.00		0.00
350	12 THHN SOLID	0.00		0.00
6	4 SQ DEEP BOXES TP403 4SDK	0.00		0.00
2	CASETA REMOTE KIT	0.00		0.00
5	LOS2500/120 CELING MOUNT OCCUPANCY SENSOR	0.00		0.00
1	MISCELLANEOUS MATERIAL	0.00		0.00
1	TOTAL PRICE	14,250.66		14,250.66
Total: Sales Tax: Grand Total: This is only a quote.				\$14,250.66 \$0.00 \$14,250.66

Estimate

7 Stones Electric LLC
117 S 2nd St.
Douglas, WY 82633
307-439-3306
ashley@7stoneselectric.com



Estimate #: 10573

**PO #: REV2 - CLARA CHAFFIN:
DOUGLAS CITY HALL - POWER
FOR DOOR OPERATORS /
LIGHTED EXIT SIGNS /
OCCUPANCY SENSORS / PANIC
BUTTON / LOCK DOWN
BUTTON**

Estimate Date: 12/16/2025

Terms: COD

Customer:

Clara Chaffin
101 North 4th Street
Douglas, WY, 82633
Cell: 307-358-2132
cchaffin@cityofdouglas.org

Shipping Address:

Clara Chaffin
101 North 4th Street
Douglas, WY, 82633

Sku	Description	Qty	Price	Total
1	POWER FOR ADA DOOR CLOSERS (5 - PUBLIC RR (X2), PLANNING, ADMIN, CLERK) /PRICE DOES NOT INCLUDE DOOR CLOSERS OR HARDWARE / WE DO NOT HAVE DEALER STATUS WITH A HARDWARE COMPANY THAT WOULD PROVIDE SUPPORT OR WARRANTY FOR THESE PRODUCTS	1	\$2,409.66	\$2,409.66
2	ADD/REPLACE EXIT SIGNS AND EGRESS LIGHTS (EXIT SIGN WITH EGRESS LIGHTING ATTACHED (X2), EXIT SIGN CELING MOUNT (X3), EXIT SIGN WALL MOUNT (X2), BATTERY BACK-UP EGRESS LIGHT WALL MOUNT (1)	1	\$2,752.78	\$2,752.78
3	ADD STANDARD 3-WAY SWITCH IN SOUTH BASEMENT HALLWAY	1	\$689.87	\$689.87
4	ADD OCCUPANCY SENSOR: KITCHEN (1 CEILING)	1	\$506.49	\$506.49
5	ADD OCCUPANCY SENSOR: NORTH ENTRY (2 WALL)	1	\$549.50	\$549.50
6	ADD OCCUPANCY SENSOR: NORTH BASMENT HALL (5 CEILING)	1	\$3,192.39	\$3,192.39
7	ADD OCCUPANCY SENSOR: CHAMBERS (1 CEILING)	1	\$524.26	\$524.26
8	ADD OCCUPANCY SENSOR: UPSTAIRS SOUTH HALL (2 CEILING)	1	\$1,274.78	\$1,274.78
9	ADD OCCUPANCY SENSOR: COUNCIL ROOM (2 CEILING)	1	\$1,265.90	\$1,265.90
10	OFFICE REMODEL: ADD 2) PANIC AND 1) LOCKDOWN BUTTONS / PRICE DOES NOT INCLUDE PROGRAMMING BUT WE CAN COORDINATE WITH COMTRONIX TO GET SYSTEM OPERATIONAL	1	\$1,744.54	\$1,744.54
11	PROGRAMMING AND COMMISSIONING OF PANIC AND LOCKDOWN BUTTONS	1	\$3,820.00	\$3,820.00
			Subtotal	\$18,730.17
			Total	\$18,730.17
			Estimate Total	\$18,730.17





Prepared By:

Comtronix Casper
Robert Loveall
Account Executive
800 W Collins Dr
Casper, WY 82601
307-368-0911
(800)627-8838
robert.loveall@pyebarkerfs.com

proposal

**Douglas City Hall 2 Center Door Momentary
Release Buttons UPDATED
101 N 4th St
Douglas, WY 82633
Proposal 240369-1-0**

Submitted: 3/18/2026

Douglas City Hall
Clara Chaffin
307-358-2132
cchaffin@cityofdouglas.org

800.927.8610 • WWW.PYEBARKERFS.COM

The Leader in Fire, Life Safety, and Security Solutions

Provide, Install, Program & Test the following Access Control Equipment:

(2) Lock release Buttons (in 2 separate offices) to momentarily unlock "Center" Door only

(1) Parts, Labor, Travel, Programming, Testing, and Customer Training

Notes: Please Read Carefully

- 1. Quote price includes items listed above only.**
- 2. Any required Power Conduits, or Raceways are not included and are to be provided and installed by others.**
- 3. Any change order requests, device locations changes, or any related changes made after Proposal is accepted may result in additional charges.**
- 4. Prices and Materials may vary slightly due to availability and/or market fluctuations.**
- 5. No painting, touch-ups, or patching is included in Proposal price.**
- 6. Additional trips for reasons beyond our control may result in additional charges.**
- 7. Additional inputs (if required) on DSX Hardware shall be billed separately.**

2 Buttons for Center Door UPDATED		\$2,118.00
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QTY	Description
2	ADI PRO OE-RKSWTCH Momentary and Maintained Rocker
1	22/4 Conductor Non-Shielded Plenum White - 500'

System Investment

Total Proposal Amount	\$2,118.00
-----------------------	------------

THIS IS NOT AN INVOICE. DO NOT PAY. INVOICE TO BE PROVIDED.

Acceptance of proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted (subject to credit approval.) You are authorized to do the work as specified.

Pricing is valid for 7 days from the date proposal was submitted to contractor/customer.

Progress Billing will be applied to this proposal.

Douglas City Hall

Company

Date

Comtronix Casper

Company

Date

Authorized Signature

Authorized Signature

Printed Name

Title

Printed Name

Title

307-358-2132

307-265-8838

Phone

Fax

Phone

Fax

cchaffin@cityofdouglas.org

Email

robert.loveall@pyebarkerfs.com

Email

0

Purchase Order Number

TERMS AND CONDITIONS

This proposal is subject to the Pye-Barker General Terms and Conditions located at <https://pyebarkerfs.com/generalterms>. By signing or receiving services under this proposal, you acknowledge that you have reviewed such terms and conditions and that they will be incorporated into the proposal by reference. This proposal, including the incorporated General Terms and Conditions, contains the complete and final agreement between the parties with respect to the subject matter hereof.



Prepared By:

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Robert Loveall
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800 W Collins Dr
Casper, WY 82601
307-368-0911
(800)627-8838
robert.loveall@pyebarkerfs.com

proposal

**Douglas City Hall 2 New Separate Lighted Button
in Kitchen UPDATED
101 N 4th St
Douglas, WY 82633
Proposal 240399-1-0**

Submitted: 3/18/2026

Douglas City Hall
Clara Chaffin
307-358-2132
cchaffin@cityofdouglas.org

800.927.8610 • WWW.PYEBARKERFS.COM

The Leader in Fire, Life Safety, and Security Solutions

Provide, Install, Program & Test the following Access Control Equipment:

- (2) Lock release Buttons with indicator lights in Kitchen to unlock Main Entrance & Center Doors only (Replace existing plunger-style button)**
- (2) Buttons are "Special Order" and non-returnable/non-refundable**
- (1) Parts, Labor, Travel, Programming, Testing, and Customer Training**

Notes: Please Read Carefully

- 1. Quote price includes items listed above only.**
- 2. Any required Power Conduits, or Raceways are not included and are to be provided and installed by others.**
- 3. Any change order requests, device locations changes, or any related changes made after Proposal is accepted may result in additional charges.**
- 4. Prices and Materials may vary slightly due to availability and/or market fluctuations.**
- 5. No painting, touch-ups, or patching is included in Proposal price.**
- 6. Additional trips for reasons beyond our control may result in additional charges.**
- 7. Additional inputs (if required) on DSX Hardware shall be billed separately.**

2 Illuminated Buttons in Kitchen UPDATED \$2,112.00

QTY	Description
1	22/4 Conductor Non-Shielded Plenum White - 500'
2	Push to Exit Button with Red and Green LEDs SPECIAL ORDER

System Investment

Total Proposal Amount \$2,112.00

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Progress Billing will be applied to this proposal.

Douglas City Hall

Company

Date

Comtronix Casper

Company

Date

Authorized Signature

Authorized Signature

Printed Name

Title

Printed Name

Title

307-358-2132

307-265-8838

Phone

Fax

Phone

Fax

cchaffin@cityofdouglas.org

Email

robert.loveall@pyebarkerfs.com

Email

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Robert Loveall
Account Executive
800 W Collins Dr
Casper, WY 82601
307-368-0911
(800)627-8838
robert.loveall@pyebarkerfs.com

proposal

**Douglas City Hall Center Door Override Button
UPDATED
101 N 4th St
Douglas, WY 82633
Proposal 240488-1-0**

Submitted: 3/18/2026

Douglas City Hall
Clara Chaffin
307-358-2132
cchaffin@cityofdouglas.org

800.927.8610 • WWW.PYEBARKERFS.COM

The Leader in Fire, Life Safety, and Security Solutions

Provide, Install, Program & Test the following Access Control Equipment:

- (1) Lock release Button with indicator lights near Center Door**
- (1) Button is "Special Order" and non-returnable/non-refundable**
- (1) Parts, Labor, Travel, Programming, Testing, and Customer Training**

Notes: Please Read Carefully

- 1. Quote price includes items listed above only.**
- 2. Any required Power Conduits, or Raceways are not included and are to be provided and installed by others.**
- 3. Any change order requests, device locations changes, or any related changes made after Proposal is accepted may result in additional charges.**
- 4. Prices and Materials may vary slightly due to availability and/or market fluctuations.**
- 5. No painting, touch-ups, or patching is included in Proposal price.**
- 6. Additional trips for reasons beyond our control may result in additional charges.**
- 7. Additional inputs (if required) on DSX Hardware shall be billed separately.**

2 Illuminated Buttons in Kitchen UPDATED	\$1,646.00
--	------------

QTY	Description
1	22/4 Conductor Non-Shielded Plenum White - 500'
1	Push to Exit Button with Red and Green LEDs SPECIAL ORDER

System Investment

Total Proposal Amount	\$1,646.00
-----------------------	------------

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Acceptance of proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted (subject to credit approval.) You are authorized to do the work as specified.

Pricing is valid for 7 days from the date proposal was submitted to contractor/customer.

Progress Billing will be applied to this proposal.

Douglas City Hall

Company

Date

Comtronix Casper

Company

Date

Authorized Signature

Authorized Signature

Printed Name

Title

Printed Name

Title

307-358-2132

307-265-8838

Phone

Fax

Phone

Fax

cchaffin@cityofdouglas.org

Email

robert.loveall@pyebarkerfs.com

Email

Purchase Order Number

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Comtronix Casper
Robert Loveall
Account Executive
800 W Collins Dr
Casper, WY 82601
307-368-0911
(800)627-8838
robert.loveall@pyebarkerfs.com

proposal

Douglas City Hall Additional Lockdown Button
101 N 4th St
Douglas, WY 82633
Proposal 272566-1-0

Submitted: 3/19/2026

Douglas City Hall
Clara Chaffin
307-358-2132
cchaffin@cityofdouglas.org

800.927.8610 • WWW.PYEBARKERFS.COM

The Leader in Fire, Life Safety, and Security Solutions

To Provide, Install, Program and Test the following Access Control Equipment:

- (1) Lockdown Button - *Clerk's Office*
- (1) Program all exterior doors to lock at 8PM
- (1) Parts, Labor, Travel, Programming, and Testing

Notes: Please Read Carefully

- 1. Quote price includes items listed above ONLY.
- 2. Any required/requested Conduits, or Raceways are not included and are to be provided and installed by others.
- 3. Any change order requests, device locations changes, or any related changes made after Proposal is accepted may result in additional charges.
- 4. Materials may vary slightly due to availability and/or market fluctuations.
- 5. No painting, touch-ups, or patching is included in Proposal price.
- 6. Additional trips for reasons beyond our control may result in additional charges.

INVESTMENT

Add Lockdown Button		\$1,410.00
---------------------	--	------------

QTY	Description
1	PUSH STATION W/STOPPER

System Investment	
-------------------	--

Total Proposal Amount \$1,410.00

THIS IS NOT AN INVOICE. DO NOT PAY. INVOICE TO BE PROVIDED.

Acceptance of proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted (subject to credit approval.) You are authorized to do the work as specified.

Pricing is valid for 7 days from the date proposal was submitted to contractor/customer.

Progress Billing will be applied to this proposal.

Douglas City Hall

Company

Date

Comtronix Casper

Company

Date

Authorized Signature

Authorized Signature

Printed Name

Title

Printed Name

Title

307-358-2132

307-265-8838

Phone

Fax

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cchaffin@cityofdouglas.org

Email

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Email

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Purchase Order Number

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proposal

Prepared By:

Comtronix Casper
Robert Loveall
Account Executive
800 W Collins Dr
Casper, WY 82601
307-368-0911
(800)627-8838
robert.loveall@pyebarkerfs.com

Douglas City Hall Panic Button System
101 N 4th St
Douglas, WY 82633
Proposal 272541-1-0

Submitted: 3/19/2026

Douglas City Hall
Clara Chaffin
307-358-2132
cchaffin@cityofdouglas.org

800.927.8610 • WWW.PYEBARKERFS.COM

The Leader in Fire, Life Safety, and Security Solutions

To Provide, Install, Program, and Test the Following Intrusion System

- (1) Qolsys Intrusion System - *System is completely expandable for future needs!*
- (1) 7" Touchscreen Keypad - *with built-in Cellular Communicator and Battery Backup*
- (5) Wireless Surface-Mount Panic Buttons
- (5) Power-G Wireless Transceivers
- (1) Monitoring with Interactive Services: *Get Text and/or Email Alerts, Set Rules, Arm/Disarm Remotely*
- (1) Parts, Labor, Travel, Install, Program, Test, and Customer Training

Notes: Please Read Carefully.

- 1. Quote price includes items listed above ONLY.
- 2. If wireless signal requires booster device it shall be billed separately.
- 3. Main Panel requires (1) standard power outlet.
- 4. Any change order requests, device locations changes, or any related changes made after proposal is accepted may result in additional charges.
- 5. Materials may vary slightly due to availability and/or market fluctuations.
- 6. Pye Barker cannot Warranty or Guarantee Compatibility with ANY existing wiring or devices.

Panic Button System	\$2,822.00
---------------------	------------

QTY	Description
1	Verizon IQ Panel PowerG 319.5MHz, 7" All-in-One To
5	PowerG Wireless Door and Window Contact with Auxil
5	Single Button Panic

Monitoring Services	\$55.00/month
---------------------	---------------

Professional Services:	
Description	Ext.Price
Alarm.com Interactive	\$20.00
Monitoring	\$35.00

System Investment

Total Proposal Amount \$2,822.00

THIS IS NOT AN INVOICE. DO NOT PAY. INVOICE TO BE PROVIDED.

Recurring Services Total Monthly \$55.00

Acceptance of proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted (subject to credit approval.) You are authorized to do the work as specified.

Pricing is valid for 7 days from the date proposal was submitted to contractor/customer.

Progress Billing will be applied to this proposal.

Douglas City Hall

Company

Date

Comtronix Casper

Company

Date

Authorized Signature

Authorized Signature

Printed Name

Title

Printed Name

Title

307-358-2132

307-265-8838

Phone

Fax

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cchaffin@cityofdouglas.org

Email

robert.loveall@pyebarkerfs.com

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Agenda Item Report

City Council – April 13, 2026

Item

Warrant Register: March 2026 - Kim Pexton

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. March 2026: Kim Pexton

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
PEXTON, KIM 030426	MILEAGE REIMUBRSEMENT-WAM MEETING	03/04/26	188.50	10-5101-2123
Total PEXTON, KIM:			188.50	
Grand Totals:			188.50	

Approved By _____
City Manager

Date _____



Agenda Item Report

City Council – April 13, 2026

Item

Minutes: Douglas Historic Preservation Commission March 18, 2026.

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. DHPC Agenda 20260318



Douglas Historic Preservation Commission

**P.O. Box 1030
Douglas, WY 82633**

**Board Members: Julia Evins, Chairperson; Jacey Bauman;
Betsy Varland; Lisa Patterson; Sarah Russell, and Heidi
McCullough, Secretary
City of Douglas Liaison: Heidi McCullough**

AGENDA March 18, 2026

- A. Call to Order
- B. Approve Minutes of February 18, 2026, meeting
- C. Old Business:
 - 1) Training Updates
 - 2) South Douglas Historic District
 - a. Walking Tour Research
 - 3) KPI Updates
 - a. Interpretive Signage
 - 4) Board Vacancy
 - 5) America 250
 - a. Hidden History Scavenger Hunt
 - b. Partner with Library/Boys & Girls Club
 - 6) Budget Requests
 - a. Hidden History Scavenger Hunt - \$1800
 - b. Preserve Wyoming Conference (Casper) - \$500.00
 - c. NAPC Forum (Minneapolis, MN)- \$2000
 - d. Training - \$200
 - e. The 112 Interpretive Signage - \$1000
 - f. Total \$5500
- D. New Business
 - 1) Preservation Month
 - a. Preservation Award
 - b. Posters
 - c. Pioneer Cemetery
 - d. 3rd Grade Field Trips
- E. Adjournment – Next Meeting April 15, 2026 City Hall



Agenda Item Report

City Council – April 13, 2026

Item

Minutes: Converse County Tourism & Promotion Board, February 2026

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

1. CCTPB meeting minutes 2.17.2026

**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 (6/2028, Glenrock) (2nd full term)
Carly Horr (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: February 17, 2026

Attendance Sheet:

Board Members

Jane Garber
Candace Benedetta
Victor LeGloahec
Gina Kron
Carly Horr
Kris Mitchell
Vicki Widiker
John Rabun

Guests

Cathy Feezer-Jones – CCTPB Administrator
Jarrod Robles – Wyoming State Fair
Kota Provence – Wyoming State Fair
Jen Womack – Sagebrush Marketing
Glenn Gardner – Wyoming State Tourism
Jen Goodwin – The Enterprise/Main Street Douglas
Eber Rodriguez – Douglas Main Street
Rita Redig – Shepherders Rendezvous
Sharon Bailey - WQHA

Call to order: Victor LeGloahec called the meeting to order at 5:45 p.m. and noted that a quorum was present.

Location: Town Square, Glenrock

Previous Month's Minutes: Minutes from January 2026 presented. Motion to approve was made by Vicki Widiker, seconded by Jane Garber. The motion carried.

Financial Report: Invoices paid in the amount of **\$34,915.46**. Motion to approve the financial report as presented was made by Jane Garber, second by Vicki Widiker. The motion carried.

Grants:

- **The Enterprise requested \$1,193.38 for Jackalope Days, June 11-14, 2026.**
A motion was made to approve the grant as requested by John Rabun, second by Jane Garber. The motion carried.
- **Glenrock Sheepherder's Rendezvous requested \$1,442 for Glenrock Sheepherder's Rendezvous, August 21-23, 2026.**
A motion was made to approve the grant as requested by Candace Benedetta, second by Kris Mitchell. The motion carried.
- **Wyoming Quarter Horse Association requested \$5,770 for Cowboy Summer Classic Quarter Horse Show, July 7-12, 2026.**
A motion was made to approve the grant as requested by John Rabun, second by Kris Mitchell. The motion carried.

State Fair Report:

- Kota Provence, WSF reported that the Silver Arena and 2 additional staff positions were reintroduced at to the legislators by Senators Strock and Boner.

Douglas Visitor Center and Railroad Museum Report:

- No report given, Jenna Rose has been out of town.

Enterprise/Main Street Report:

- Jen Goodwin reported on the summer event planning. The Wyoming State Fair parade will celebrate the 250th anniversary of the USA, with the state fair parade theme “250 Years of Trail Blazing Spirit”. There will be a town of Douglas decorating contest with decorations from July 1st to the end of the WSF. The contest will be judged and prizes awarded.

Glenrock Main Street Report:

- Candace Benedetta discussed the ribbon cutting at the Glenrock Visitor Center, that was at 5:30 and thanked the CCTPB members for attending. The grand opening of the Glenrock Visitor Center will be Saturday, February 21st.

Sagebrush Marketing Report:

- Jen Womack reported that the Converse County Visitor guides will be picked up Friday and taken to GovCon. The other promotional materials are ready for the booth at GovCon as well.
- Jen presented the artwork map that was commissioned and painted by Bruce Speidel of Crook County. **A motion was made by Jane Garber to accept the first option in the amount of \$3,500 and commission Bruce Speidel to paint an artwork map of Converse County to be used by the Converse County Tourism and Promotion Board for promotional purposes. The motion was seconded by Vicki Widiker. The motion carried.**

Administrator Report:

- Cathy Feezer-Jones, Administrator, reported that the GovCon plans are finalized. She has been adding the Converse County events to the Wyoming Tourism portal and now has 60 events entered.

Old Business:

- 2026 Visitor's Guide Edits/Updates/Converse County Map – Visitor Guides will be picked up Friday.
- Wyoming Governor's Hospitality and Tourism Convention – plans are finalized, promotional materials are ready.
- Wyoming State Fair – MOU updates – The MOU for the placement and upkeep of Jack and Hare'ett at the entrance of Gate 3 was read, the MOU is ready for signature.
- By Laws Review/Approval – Chris Brown; Darin Rudloff – Still pending; will plan to schedule it to coincide with the Board Retreat.

New Business:

- Zartico Quarterly Report – the report was reviewed.
- Historical Signs – the board will meet with the group for Converse County so that both groups can work together on a plan for area historical signs.

Public Comments: No public comments.

Executive Session: The board entered Executive Session at 7:20 pm – the board ended Executive Session at 7:45 pm.

Next Meetings:

March 24, 2026 at the KOA in Douglas at 5:30pm.

April 28, 2026 at the WSF Boardroom in Douglas at 5:30pm

May 26, 2026 at the Town Square in Glenrock at 5:30pm

Adjournment: There being no further business, the meeting was adjourned 7:51 pm.

Submitted to file by: Kris Mitchell, Secretary.



Agenda Item Report

City Council – April 13, 2026

Item

Quarterly Report: American Legion Samuel Mares Post #8, Douglas Youth Hockey (Q1-3); Helping Hands Ministries, Inc; High Country Behavioral Health; Main Street Douglas; Outdoor Enthusiasts of Converse County; WY Child & Family Development, Youth Development Services

Responsible Staff Contact

Recommendation

Executive Summary

Background

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

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

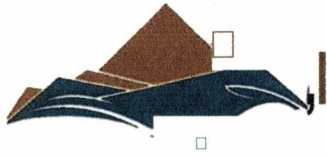
Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Attachments

1. American Legion
2. Douglas Youth Hockey Q1
3. Douglas Youth Hockey Q2
4. Douglas Youth Hockey Q3
5. Helping Hands Q2
6. High Country Behavioral Health
7. Main Street Douglas
8. OECC
9. WY Child & Family Development
10. Youth Development Services



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2026

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: American Legion Samuel Mares Post #8		2. Phone Number: 307-358-9981
3. Complete Address: P.O. Box 1 Douglas, WY 82633		
4. Email Address: Samuelmarespost8@gmail.com		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter: 1443	7. Total Income: N/A	8. Total Expenditures: N/A
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): Church services, weddings/receptions, birthday parties, baby showers, celebrations of life, Ducks Unlimited meetings, dart league/tournament, pool league, corn hole league.		
10. Please list any other information you would like Douglas City Council to be aware of. Having American Legion family cleanup day on April 25th.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.


AUTHORIZED SIGNATURE

04/03/2026
DATE OF REPORT

Frank Foster

PRINTED NAME
TO BE COMPLETED BY CITY

Date Received: 4/3/2026	Reviewed By:  Report Complete? YES ☐ NO ☒
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CITY OF DOUGLAS
Community Service Grant "Aid to Others"
Quarterly Report - Fiscal Year 2026

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: <u>Douglas Youth Hockey Association</u>		2. Phone Number: <u>307.351.0964</u>
3. Complete Address: <u>PO Box 235, Douglas, WY 82633</u>		
4. Email Address: <u>icecats Hockey@hotmail.com</u>		
5. Report for Quarter (check one): Ending March 31 ☐ Ending June 30 ☐ Ending September 30 ☒ Ending December 31 ☐		
6. Number of People Served for Quarter: <u>50</u>	7. Total Income: <u>\$31,624.93</u>	8. Total Expenditures: <u>\$8123.22</u>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): <u>Registrations started in July. started to get the gunn at keeping all season not much going on.</u>		
10. Please list any other information you would like Douglas City Council to be aware of.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

Kim Kaper
AUTHORIZED SIGNATURE

3/31/26
DATE OF REPORT

Kim Kaper
PRINTED NAME

TO BE COMPLETED BY CITY

Date Received: <u>3/31/26</u>	Reviewed By: <u>[Signature]</u> Report Complete? YES ☐ NO ☐
----------------------------------	--

Profit and Loss

Douglas Youth Hockey Association

July 1-September 30, 2025

	TOTAL
Income	
4015 Special Events Income	
Golf Tournament	3,665.00
Gun Raffle	5,200.00
Total for 4015 Special Events Income	\$8,865.00
4050 General Donations	575.00
4250 Interest-Savings, Short-term CD	10,789.60
4375 Membership Dues/Tournament Fees	11,395.33
Total for Income	\$31,624.93
Gross Profit	\$31,624.93
Expenses	
6150 Coach Pay	4,500.00
6200 Fundraising Expense	\$318.39
Gun Raffle	288.75
Total for 6200 Fundraising Expense	\$607.14
7000 Office Supplies	920.00
7200 Rink Rental and Maintenance	1,215.00
7500 Utilities	281.08
7600 Misc. Expenses	600.00
Total for Expenses	\$8,123.22
Net Operating Income	\$23,501.71
Net Other Income	
Net Income	\$23,501.71



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2026

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1. Organization/Company Name: <u>Douglas Youth Hockey Association</u>		2. Phone Number:
3. Complete Address: <u>PO Box 235, Douglas, WY 82633</u>		
4. Email Address: <u>Icecats Hockey@hotmail.com</u>		
5. Report for Quarter (check one): Ending March 31 ☐ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☒		
6. Number of People Served for Quarter: <u>50</u>	7. Total Income: <u>68,541.27</u>	8. Total Expenditures: <u>89,333.53</u>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): <u>Started Rink setup which was renting equipment & paying the contractor that helped set it up. Started the practices & concession sales & games</u>		
10. Please list any other information you would like Douglas City Council to be aware of.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

Kim Kaper

AUTHORIZED SIGNATURE

3/31/26

DATE OF REPORT

Kim Kaper

PRINTED NAME

TO BE COMPLETED BY CITY

Date Received: <u>3/31/26</u>	Reviewed By: <u>NSH</u> Report Complete? YES ☐ NO ☐
----------------------------------	--

Profit and Loss

Douglas Youth Hockey Association

October 1-December 31, 2025

	TOTAL
Income	
4015 Special Events Income	
Banner Sales	11,184.15
Gun Raffle	42,520.00
Total for 4015 Special Events Income	\$53,704.15
4050 General Donations	5,310.00
4200 CONCESSIONS	6,488.84
4250 Interest-Savings, Short-term CD	36.56
4375 Membership Dues/Tournament Fees	2,826.72
Uncategorized Income-1	175.00
Total for Income	\$68,541.27
Gross Profit	\$68,541.27
Expenses	
6155 Dues and Fee/State	-125.00
6200 Fundraising Expense	
Banner Sales	189.00
Gun Raffle	516.79
Total for 6200 Fundraising Expense	\$705.79
6300 Hockey Equipment	4,213.43
6400 Ice Time- Tournament Fees	2,055.07
6800 Insurance	13,698.25
6900 Travel and Meetings	1,491.29
7000 Office Supplies	225.00
7100 Referees	1,539.43
7200 Rink Rental and Maintenance	33,811.05
7500 Utilities	19,935.99
7600 Misc. Expenses	3,309.17
7800 Concession Expense	5,981.06
7805 Concession Stand Workers	2,493.00
Total for Expenses	\$89,333.53
Net Operating Income	-\$20,792.26
Net Other Income	
Net Income	-\$20,792.26



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2026

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: <u>Douglas Youth Hockey Association</u>		2. Phone Number:
3. Complete Address: <u>PO Box 235, Douglas, WY 82633</u>		
4. Email Address: <u>icecats hockey@hotmail.com</u>		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter: <u>50</u>	7. Total Income: <u>59,858.79</u>	8. Total Expenditures: <u>\$32,755.45</u>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): <u>End of season, rink tear down, paying Contractor to help tear down the rink - adult league did not have a small burnement.</u>		
10. Please list any other information you would like Douglas City Council to be aware of.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

Kim Kaper
AUTHORIZED SIGNATURE

3/31/26
DATE OF REPORT

Kim Kaper
PRINTED NAME

TO BE COMPLETED BY CITY

Date Received: <u>3/31/26</u>	Reviewed By: <u>[Signature]</u> Report Complete? YES ☐ NO ☐
----------------------------------	--

Profit and Loss

Douglas Youth Hockey Association

January 1-March 31, 2026

	TOTAL
Income	
4015 Special Events Income	\$450.00
Clinics	150.00
Tourments	73.02
Total for 4015 Special Events Income	\$673.02
4050 General Donations	925.00
4180 County Fund	30,000.00
4200 CONCESSIONS	16,609.85
4250 Interest-Savings, Short-term CD	10,386.98
4375 Membership Dues/Tournament Fees	663.50
Gear Rental	375.00
Uncategorized Income-1	225.44
Total for Income	\$59,858.79
Gross Profit	\$59,858.79
Expenses	
6155 Dues and Fee/State	1,362.00
6200 Fundraising Expense	\$1,999.20
Banner Sales	-250.00
Total for 6200 Fundraising Expense	\$1,749.20
6400 Ice Time- Tournament Fees	1,564.26
6900 Travel and Meetings	1,748.16
7000 Office Supplies	303.00
7100 Referees	3,146.00
7200 Rink Rental and Maintenance	9,334.06
7500 Utilities	6,255.13
7600 Misc. Expenses	750.00
7700 Professional Services	176.23
7800 Concession Expense	2,732.31
7805 Concession Stand Workers	3,635.10
Total for Expenses	\$32,755.45
Net Operating Income	\$27,103.34
Other Expenses	
Reconciliation Discrepancies	1,644.03
Total for Other Expenses	\$1,644.03
Net Other Income	-\$1,644.03
Net Income	\$25,459.31



CITY OF DOUGLAS
Community Service Grant "Aid to Others"
Quarterly Report - Fiscal Year 2026

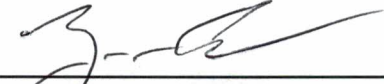


The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: Helping Hands Ministries INC		2. Phone Number: (307)359-5203
3. Complete Address: 126 N. 4th Street, Douglas Wyoming 82633 PO Box 163		
4. Email Address: Pastorzack@fbcdouglas.org		
5. Report for Quarter (check one): Ending March 31 ☐ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☒		
6. Number of People Served for Quarter: Store: 1188 Community: 16	7. Total Income: 7,913.38	8. Total Expenditures: 15,100.83
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): We've now been in the new store for 6 months, and this quarter has already allowed us to serve more people than before. In addition to providing community assistance to 16 individuals, the store saw 1,188 bags purchased. We also had the joy of hosting the Christmas caroling in the square, which brought our community together in a beautiful way.		
10. Please list any other information you would like Douglas City Council to be aware of. We were also able to take on the Douglas Strong Account, allowing us to expand our reach and provide even better services here in Douglas. This partnership strengthens our ability to respond to needs quickly and support families more effectively.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.



AUTHORIZED SIGNATURE

Zach Andrews

PRINTED NAME

3/30/26

DATE OF REPORT

TO BE COMPLETED BY CITY

Date Received: 3/30/26	Reviewed By: Report Complete? YES ☐ NO ☐
----------------------------------	---

Subject: OCT - DEC P&L
From: "Helping Hands" <HHMIDouglasWy@outlook.com>
Sent: 3/27/2026 3:36:12 PM
To: "Zack Andrews" <pastorzack@fbcdouglas.org>;

Helping Hands Ministry Profit & Loss

October through December 2025

Oct - Dec 25

▼ Ordinary Income/Expense	
▼ Income	
Donations	847.05
Store Revenue	7,066.38
Total Income	7,913.43
▼ Expense	
Advertising and Promotion	1,250.00
▼ Community Assistance	
Community Assistance	5,822.27
Community Assistance - Other	2,548.55
Total Community Assistance	8,370.82
Office Supplies	314.40
Postage and Delivery	153.00
Reimbursement	587.56
Rent Expense	3,600.00
Repairs and Maintenance	1,108.54
SA Central Dist.	-1,800.00
Store	-2,390.91
Thank you gift	2,500.00
Utilities	1,407.42
Total Expense	15,100.83
Net Ordinary Income	-7,187.40
Net Income	-7,187.40

Helping Hands Ministries Inc

126 North 4th Street (PO Box 163)
Douglas, WY 82633
(307)359-5203

INVOICE

BILL TO

City of Douglas (Aid To others)
101 North 4th Street
Douglas WY

INVOICE

2004

DATE

3/12/2026

CUSTOMER ID

564

TERMS

Due upon receipt

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Black Hills Energy 10/9/2025	1	47.10	47.10
Black Hills Energy 10/08/2025	1	112.57	112.57
Black Hills Energy 12/08/2026	1	212.70	212.70
Rocky Mountain Power 11/25/2025	1	95.55	95.55
Rocky Mountain Power 12/29/2025	1	112.64	112.64
	1		-
City of Douglas 10/20/2025	1	122.80	122.80
City of Douglas 11/20/2025	1	122.80	122.80
City of Douglas 12/20/2025	1	122.80	122.80
	1		-
Cincinnati Insurance Officer Insurance 2/6	1	849.00	849.00
Cincinnati Insurance Building and Store Insurance 2/10	1	3,266.00	3,266.00
			-
			-
			-

Thank you for your business!

SUBTOTAL 5,063.96
TAX RATE 0.000%
TAX -

TOTAL \$ 5,063.96

If you have any questions about this invoice, please contact
Cora Thomas at (516) 555-0135 or cora@example.com.

The Cincinnati Insurance Companies Online Payment Confirmation

From cinfin@paymentus.com <cinfin@paymentus.com>
Date Fri 2/6/2026 2:00 PM
To hhmidouglaswy@outlook.com <hhmidouglaswy@outlook.com>

Dear Policyholder,
We are pleased to confirm your payment with Cincinnati Insurance Companies. Below is a summary of your payment transaction.

Payments receiving a confirmation number before 3:00 pm Eastern Time are applied the same business day. Payments confirmed after 3:00 pm Eastern Time are applied the next business day. Next business day is defined as Monday - Friday except bank holidays.

Payments received and processed after the due date may be subject to a late fee.

If you have any questions on this payment, please contact Policyholder Services at 888-242-0888.

Thank you for your continued relationship with Cincinnati Insurance Companies.

Confirmation Number: 4775163478
Payment Date: Feb 6, 2026
Payment Amount: \$849.00

Payment Status: ACCEPTED

Contact Information
Account holder email: hhmidouglaswy@outlook.com

Account Information
Policy type: Business
Billing account: ****340548
Payment method: E-Check
Date due: Feb 1, 2026

Payment Method Information
Account Type: Checking Account
Account Holder Name: HELPING HANDS MINISTRIES INC
Account Number: ***3771
Routing Number: *****1542
Bank Name: CONVERSE COUNTY BANK

The Cincinnati Insurance Companies Online Payment Confirmation

Summary by Copilot

C cinfin@paymentus.com
To: hhmidouglaswy@outlook.com

Reply Reply all Forward

Mon 2/10/2025 4:24 PM

do not reply to this email, as we are not able to respond to messages sent to this address.

Dear Policyholder,

We are pleased to confirm your payment with Cincinnati Insurance Companies. Below is a summary of your payment transaction.

Payments receiving a confirmation number before 3:00 pm Eastern Time are applied the same business day. Payments confirmed after 3:00 pm Eastern Time are applied the next business day. Next business day is defined as Monday - Friday except bank holidays.

Payments received and processed after the due date may be subject to a late fee.

If you have any questions on this payment, please contact Policyholder Services at 888-242-0888.

Thank you for your continued relationship with Cincinnati Insurance Companies.

Confirmation number: 4114206382
Payment date: Feb 10, 2025, 6:23:58 PM
Payment amount: \$3,266.00

Payment status: ACCEPTED

Contact Information
Billing Address Zip/Postal Code 82633
Account holder email: hhmidouglaswy@outlook.com

Account Information
Policy type: Business
Account number: ****711227
Policy number: 0705482
Payment method: E-Check
Date due: Feb 18, 2025

Payment Method Information
Account type: Checking Account
Account holder name: Helping Hands Ministries INC
Account number: ***3771
Routing number: *****1542
Bank name: CONVERSE COUNTY BANK

Reply Forward



blackhillsenergy.com
help@support.blackhillsenergy.com
888-890-5554
Facebook @blackhillsenergy
Twitter @bhenergy

Account: 4873 3957 11
Service for: HELPING HANDS
Bill date: 12/9/2025
Service address: 126 N 4TH ST DOUGLAS, WY

December energy usage

Meter read dates: 11/7/2025 - 12/8/2025

View your usage details at blackhillsenergy.com/my-account

This month



214 thm | \$212.70

Last year

0 thm | \$0.00

Reasons your bill may have changed since last month

- ↑ The current billing period is 1 day longer
- ↑ You used more energy

Did you know



Winter ready

Stay warm throughout the season and keep energy costs down.
blackhillsenergy.com



Enroll in Service Guard

Protect appliances from breakdowns and get your first month free!
blackhillsenergy.com/service-guard



Black Hills Cares

Know someone who needs help paying their energy bill? Let us know.
blackhillsenergy.com/assistance

Account number: 4873 3957 11

Detach and return with payment



PO BOX 6001
RAPID CITY SD
57709-6001
BILL ENCLOSED



Help your neighbors in need with a gift to Black Hills Corp. Foundation. For more information visit blackhillsenergy.com/blackhillscare or scan the QR code.

0289686-BHES334098-ST NOPRIN-1061545021824
HELPING HANDS
PO BOX 163
DOUGLAS WY 82633-0163



BLACK HILLS ENERGY
PO BOX 7966
CAROL STREAM IL 60197-7966

487339571100000021589000000212707315

Previous balance: \$112.57
Payment received 12/1/2025: -\$112.57
New charges: \$212.70

Do not send payment
Auto Pay on 12/29/2025
\$212.70

December billing summary

Billing period: 11/7/2025 - 12/8/2025 (31 days)

\$12.27
Taxes/Fees

\$0.82
Other



\$85.47
Delivery

\$114.14
Energy supply

Total new charges: **\$212.70**

View the breakdown of your charges on the next page

Learn more at blackhillsenergy.com/bill

00000000

blackhillsenergy.com
 help@support.blackhillsenergy.com
 888-890-5554

HELPING HANDS
 Account: 4873 3957 11
 Service address: 126 N 4TH ST DOUGLAS, WY

Usage history

Dec	214 thm
Nov	98 thm
Oct	7 thm
Sep	1 thm
Aug	0 thm
Jul	2 thm
Jun	16 thm
May	51 thm
Apr	77 thm
Mar	293 thm
Feb	302 thm
Jan	76 thm
Dec	0 thm

Messages

If you smell natural gas, leave the area immediately and call 911 and then call Black Hills Energy at 888-890-5554.

A \$3.19 late fee will be charged if full payment isn't received by the due date.

December bill details

blackhillsenergy.com/bill

Rate Schedule SMALL COMM <= 5,000 CHOICE (WY202)

Meter: SG653554

Therms

Reading	12/8/25	4124	Hundred Cubic Feet (CCF)
Reading	11/7/25	- 3894	Hundred Cubic Feet (CCF)
		230	Hundred Cubic Feet (CCF)
		x 0.85610	Gas Pressure Factor
		x 1.0852	BTU Factor
		214	Total Billable Therms

Delivery and distribution: Costs to bring energy to your address.

\$85.47

Billing Details for 11/07/25 - 12/08/25, 31 days.

Customer Charge	\$40.00
Volumetric Chg 214 Therms @ \$0.2085	\$44.62
Revenue Adj'm Mech 214 Therms @ -\$0.0055	-\$1.18
WY Integrity Rider 214 Therms @ \$0.0095	\$2.03

Energy supply: Cost of natural gas.

\$114.14

Billing Details for 11/07/25 - 12/08/25, 31 days.

Symmetry Energy Solutions, LLC	\$0.00
Commodity Charge 214 Therms @ \$0.489, 23/31 days	\$77.64
Commodity Charge 214 Therms @ \$0.661, 8/31 days	\$36.50

Other costs: Credits, adjustments and other charges.

\$0.82

Billing Details for 11/07/25 - 12/08/25, 31 days.

Choice Admin Fee	\$0.24
EE Surcharge 214 Therms @ \$0.0027	\$0.58

Taxes and fees: Local and state taxes and fees.

\$12.27

Billing Details for 11/07/25 - 12/08/25, 31 days.

Franchise Fee 214 therms @ \$0.01	\$2.14
County Sales Tax \$202.57 @ 1%	\$2.03
State Sales Tax \$202.57 @ 4%	\$8.10

Total charges this month

\$212.70

Manage your account at
blackhillsenergy.com/my-account

- Save payment options for future use
- Start, stop and transfer service
- View usage details
- See your billing and payment history
- Download bill statements
- Change your address

If you wish to dispute any charges on your bill, please contact us at 888-890-5554. If we're unable to resolve your issue, you have the right to contact the Wyoming PSC by calling 888-570-9905 or in writing to 2515 Warren Ave, Suite 300, Cheyenne, WY 82002. Tariff and rate schedule information is available at blackhillsenergy.com/rates.

Find ways to pay your bill at
blackhillsenergy.com/pay

- Log in to pay
Pay through your online account.
- Guest pay
Pay without logging in.
- Auto pay
Set up recurring payments for your bills.
- By phone
Call 888-890-5554 to use our automated phone system.



blackhillsenergy.com
help@support.blackhillsenergy.com
888-890-5554

HELPING HANDS
Account: 4873 3957 11
Service address: 126 N 4TH ST DOUGLAS,WY

Usage history

December bill details

blackhillsenergy.com/bill

Deposit summary	
Total deposit required	\$417.00
Deposit on hand	\$417.00
Total deposit unpaid	\$0.00



00000000



blackhillsenergy.com
help@support.blackhillsenergy.com
888-890-5554
Facebook @blackhillsenergy
Twitter @bhenergy

Account: 4873 3957 11
Service for: HELPING HANDS
Bill date: 11/10/2025
Service address: 126 N 4TH ST DOUGLAS, WY

Previous balance: \$47.10
Payment received 10/29/2025: -\$47.10
New charges: \$112.57

Do not send payment
Auto Pay on 12/1/2025
\$112.57

November energy usage

Meter read dates: 10/8/2025 - 11/7/2025

View your usage details at blackhillsenergy.com/my-account

This month
98 thm | \$112.57
Last year
0 thm | \$0.00

Reasons your bill may have changed since last month

↑ You used more energy

November billing summary

Billing period: 10/8/2025 - 11/7/2025 (30 days)



Total new charges: **\$112.57**

View the breakdown of your charges on the next page

Did you know

[Learn more at blackhillsenergy.com/bill](https://blackhillsenergy.com/bill)



Fall back and get winter ready

Prepare your home for the coming season with energy efficiency. blackhillsenergy.com



Enroll in Service Guard

Protect appliances from breakdowns and get your first month free! blackhillsenergy.com/service-guard



Black Hills Cares

Know someone who needs help paying their energy bill? Let us know. blackhillsenergy.com/assistance

Account number: 4873 3957 11

Detach and return with payment



PO BOX 6001
RAPID CITY SD
57709-6001
BILL ENCLOSED



Help your neighbors in need with a gift to Black Hills Corp. Foundation. For more information visit blackhillsenergy.com/blackhillscares or scan the QR code.



BLACK HILLS ENERGY
PO BOX 7966
CAROL STREAM IL 60197-7966

487339571100000011426000000112572315

blackhillsenergy.com
 help@support.blackhillsenergy.com
 888-890-5554

HELPING HANDS
 Account: 4873 3957 11
 Service address: 126 N 4TH ST DOUGLAS,WY

Usage history

Nov	98 thm
Oct	7 thm
Sep	1 thm
Aug	0 thm
Jul	2 thm
Jun	16 thm
May	51 thm
Apr	77 thm
Mar	293 thm
Feb	302 thm
Jan	76 thm
Dec	0 thm
Nov	0 thm

Messages

If you smell natural gas, leave the area immediately and call 911 and then call Black Hills Energy at 888-890-5554.

A \$1.69 late fee will be charged if full payment isn't received by the due date.

November bill details

blackhillsenergy.com/bill

Rate Schedule SMALL COMM <= 5,000 CHOICE (WY202)

Meter: SG653554

Therms

Reading	11/7/25	3894	Hundred Cubic Feet (CCF)
Reading	10/8/25	- 3788	Hundred Cubic Feet (CCF)
		106	Hundred Cubic Feet (CCF)
		x 0.85610	Gas Pressure Factor
		x 1.0782	BTU Factor
		98	Total Billable Therms

Delivery and distribution: Costs to bring energy to your address.

\$60.82

Billing Details for 10/08/25 - 11/07/25, 30 days.

Customer Charge	\$40.00
Volumetric Chg 98 Therms @ \$0.2085	\$20.43
Revenue Adj Mech 98 Therms @ -\$0.0055	-\$0.54
WY Integrity Rider 98 Therms @ \$0.0095	\$0.93

Energy supply: Cost of natural gas.

\$44.91

Billing Details for 10/08/25 - 11/07/25, 30 days.

Symmetry Energy Solutions, LLC	\$0.00
Commodity Charge 98 Therms @ \$0.449, 23/30 days	\$33.73
Commodity Charge 98 Therms @ \$0.489, 7/30 days	\$11.18

Other costs: Credits, adjustments and other charges.

\$0.50

Billing Details for 10/08/25 - 11/07/25, 30 days.

Choice Admin Fee	\$0.24
EE Surcharge 98 Therms @ \$0.0027	\$0.26

Taxes and fees: Local and state taxes and fees.

\$6.34

Billing Details for 10/08/25 - 11/07/25, 30 days.

Franchise Fee 98 therms @ \$0.01	\$0.98
County Sales Tax \$107.21 @ 1%	\$1.07
State Sales Tax \$107.21 @ 4%	\$4.29

Total charges this month

\$112.57



Manage your account at
blackhillsenergy.com/my-account

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Find ways to pay your bill at
blackhillsenergy.com/pay



Log in to pay
 Pay through your online account.



Guest pay
 Pay without logging in.



Auto pay
 Set up recurring payments for your bills.



By phone
 Call 888-890-5554 to use our automated phone system.



blackhillsenergy.com
help@support.blackhillsenergy.com
888-890-5554

HELPING HANDS
Account: 4873 3957 11
Service address: 126 N 4TH ST DOUGLAS,WY

Usage history

November bill details

blackhillsenergy.com/bill

Deposit summary	
Total deposit required	\$417.00
Deposit on hand	\$417.00
Total deposit unpaid	\$0.00

00000000





blackhillsenergy.com
 help@support.blackhillsenergy.com
 888-890-5554
 Facebook @blackhillsenergy
 Twitter @bhenergy

Account: 4873 3957 11
Service for: HELPING HANDS
Bill date: 10/9/2025
Service address: 126 N 4TH ST DOUGLAS, WY

October energy usage

Meter read dates: 9/8/2025 - 10/8/2025

View your usage details at blackhillsenergy.com/my-account

This month



7 thm | \$47.10

Last year

0 thm | \$0.00

Reasons your bill may have changed since last month

- ↓ The current billing period is 2 days shorter
- ↑ You used more energy

Did you know



Fall back and get winter ready

Prepare your home for the coming season with energy efficiency.
blackhillsenergy.com



Enroll in Service Guard

Protect appliances from breakdowns and get your first month free!
blackhillsenergy.com/service-guard

Account number: 4873 3957 11

Detach and return with payment



PO BOX 6001
 RAPID CITY SD
 57709-6001
BILL ENCLOSED



Auto Pay on 10/29/2025

Do not send payment



Help your neighbors in need with a gift to Black Hills Corp. Foundation. For more information visit blackhillsenergy.com/blackhillscares or scan the QR code.



BLACK HILLS ENERGY
 PO BOX 7966
 CAROL STREAM IL 60197-7966

48733957110000000047810000000047108315

Previous balance: \$42.97
Payment received 9/29/2025: -\$42.97
New charges: \$47.10

Do not send payment

Auto Pay on 10/29/2025
\$47.10

October billing summary

Billing period: 9/8/2025 - 10/8/2025 (30 days)

\$2.31
 Taxes/Fees

\$0.26
 Other



\$41.49
 Delivery

\$3.04
 Energy supply

Total new charges: **\$47.10**

View the breakdown of your charges on the next page

Learn more at blackhillsenergy.com/bill

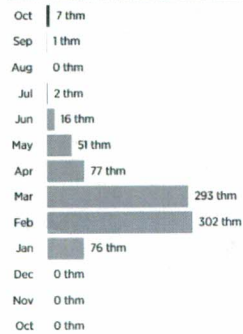


0282028-BH-ES326859-ST-NOPRIN-1045342002468
 HELPING HANDS
 PO BOX 163
 DOUGLAS WY 82633-0163

blackhillsenergy.com
 help@support.blackhillsenergy.com
 888-890-5554

HELPING HANDS
Account: 4873 3957 11
Service address: 126 N 4TH ST DOUGLAS, WY

Usage history



Messages

If you smell natural gas, leave the area immediately and call 911 and then call Black Hills Energy at 888-890-5554.

A \$0.71 late fee will be charged if full payment isn't received by the due date.

October bill details

blackhillsenergy.com/bill

Rate Schedule SMALL COMM <= 5,000 CHOICE (WY202)

Meter: SG653554

Therms

Reading	10/8/25	3788	Hundred Cubic Feet (CCF)
Reading	9/8/25	- 3780	Hundred Cubic Feet (CCF)
		8	Hundred Cubic Feet (CCF)
		x 0.85610	Gas Pressure Factor
		x 1.09	BTU Factor
		7	Total Billable Therms

Delivery and distribution: Costs to bring energy to your address.

Billing Details for 09/08/25 - 10/08/25, 30 days.

Customer Charge	\$40.00
Volumetric Chg 7 Therms @ \$0.2085	\$1.46
Revenue Adj Mech 7 Therms @ -\$0.0055	-\$0.04
WY Integrity Rider 7 Therms @ \$0.0095	\$0.07

Energy supply: Cost of natural gas.

Billing Details for 09/08/25 - 10/08/25, 30 days.

Symmetry Energy Solutions, LLC	\$0.00
Commodity Charge 7 Therms @ \$0.429, 22/30 days	\$2.20
Commodity Charge 7 Therms @ \$0.449, 8/30 days	\$0.84

Other costs: Credits, adjustments and other charges.

Billing Details for 09/08/25 - 10/08/25, 30 days.

Choice Admin Fee	\$0.24
EE Surcharge 7 Therms @ \$0.0027	\$0.02

Taxes and fees: Local and state taxes and fees.

Billing Details for 09/08/25 - 10/08/25, 30 days.

Franchise Fee 7 therms @ \$0.01	\$0.07
County Sales Tax \$44.86 @ 1%	\$0.45
State Sales Tax \$44.86 @ 4%	\$1.79

Total charges this month **\$47.10**



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blackhillsenergy.com
help@support.blackhillsenergy.com
888-890-5554

HELPING HANDS
Account: 4873 3957 11
Service address: 126 N 4TH ST DOUGLAS,WY

Usage history

October bill details

blackhillsenergy.com/bill

Deposit summary	
Total deposit required	\$417.00
Deposit on hand	\$417.00
Total deposit unpaid	\$0.00

00000000



08447 01 AV 0.593 31-0
HELPING HANDS MINISTRIES INC
PO BOX 163
DOUGLAS WY 82633-0163



Questions: Call
1-888-221-7070
24 hours a day,
7 days a week
RockyMountainPower.net



BILLING DATE: **Nov 6, 2025**
ACCOUNT NUMBER: **47458451-001 7**
DUE DATE: **Nov 25, 2025**
AMOUNT DUE: **\$95.55**



Your Balance With Us

Previous Account Balance	22.34
Payments/Credits	-22.34
New Charges	+95.55
Current Account Balance	\$95.55

Payments Received

DATE	DESCRIPTION	AMOUNT
Oct 24, 2025	Payment Received - Thank You	22.34
Total Payments		\$22.34

Detailed Account Activity

ITEM 2 - ELECTRIC SERVICE

126 N 4TH St Douglas WY
Res. Schedule 2

METER NUMBER	SERVICE PERIOD From To	ELAPSED DAYS	METER READINGS Previous Current	METER MULTIPLIER	AMOUNT USED THIS MONTH
356814513	Oct 7, 2025 Nov 5, 2025	29	7891 8414	1.0	523 kwh

Next scheduled read date: 12-09. Date may vary due to scheduling or weather.

NEW CHARGES - 11/25

	UNITS	COST PER UNIT	CHARGE
Basic Charge - Single Phase			23.00
Energy Charge	523 kwh	0.0813600	42.55
Insurance Cost Adjustment			0.53
Net Power Cost Energy	523 kwh	0.0381100	19.93
Renewable Revenue Adjustment	523 kwh	-0.0006200	-0.32
Customer Efficiency Services		0.0298000	2.55
Carbon Capture Compliance		0.0012000	0.11
City Franchise Fee		0.0300000	2.65
Sales Tax		0.0500000	4.55
Total New Charges			95.55

Wildfire prevention

At Rocky Mountain Power, we're continuing to take steps to prevent wildfires.

You can also take action at home: Make a plan, create defensible space around your home, and prepare for your family's needs in the event of an emergency. Consider a backup generator for your business or your home, especially if you have

See reverse

Write account number on check & mail to: Rocky Mtn Power, PO Box 26000, Portland, OR 97256-0001

RETAIN THIS PORTION FOR YOUR RECORDS.

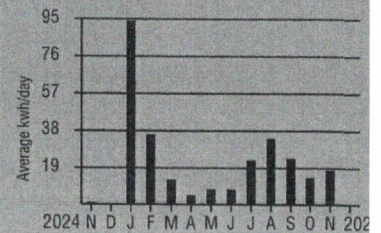
RETURN THIS PORTION WITH YOUR PAYMENT.



ROCKY MTN POWER
PO BOX 26000
PORTLAND OR 97256-0001



Historical Data - ITEM 2



Your Average Daily kwh Usage by Month

PERIOD ENDING	NOV 2025	NOV 2024
Avg. Daily Temp.	46	46
Total kwh	523	22
Avg. kwh per Day	18	1
Cost per Day	\$3.29	\$0.82

Looking for other ways to pay?

Visit RockyMountainPower.net/Pay for all your options. You can choose to pay on your device using our mobile app, on our website, at a pay station in your community, or pay over the phone by calling 1-888-221-7070.

Manage your account with ease

Choose from several convenient ways to manage your monthly electric bill. Paperless billing, Auto Pay and Equal Pay are popular options. Get details and enroll at RockyMountainPower.net/BillOptions

Late Payment Charge for Wyoming

A late payment charge of 1.5% may be charged on any balance not paid in full each month.

☐ **Change of Mailing Address or Phone?**
Check here & provide information on back

Account Number: **47458451-001 7**

Date Due: **Nov 25, 2025**

AMOUNT DUE: **\$95.55**

Bank Payment - Do Not Pay

Please enter the amount enclosed.

HELPING HANDS MINISTRIES INC
PO BOX 163
DOUGLAS WY 82633-0163

08600 01 AV 0.593 29-0
HELPING HANDS MINISTRIES INC
PO BOX 163
DOUGLAS WY 82633-0163



Questions: Call
1-888-221-7070
24 hours a day,
7 days a week
RockyMountainPower.net



BILLING DATE: **Dec 10, 2025**
ACCOUNT NUMBER: **47458451-001 7**
DUE DATE: **Dec 29, 2025**
AMOUNT DUE: **\$112.64**



Your Balance With Us

Previous Account Balance	95.55
Payments/Credits	-95.55
New Charges	+112.64
Current Account Balance	\$112.64

Payments Received

DATE	DESCRIPTION	AMOUNT
Nov 25, 2025	Payment Received - Thank You	95.55
Total Payments		\$95.55

Detailed Account Activity

ITEM 2 - ELECTRIC SERVICE

126 N 4TH St Douglas WY
Res Schedule 2

METER NUMBER	SERVICE PERIOD From To	ELAPSED DAYS	METER READINGS Previous Current	METER MULTIPLIER	AMOUNT USED THIS MONTH
356814513	Nov 5, 2025 Dec 9, 2025	34	8414 9066	1.0	652 kwh

Next scheduled read date: 01-09. Date may vary due to scheduling or weather.

NEW CHARGES - 12/25

	UNITS	COST PER UNIT	CHARGE
Basic Charge - Single Phase			23.00
Energy Charge	652 kwh	0.0813600	53.05
Insurance Cost Adjustment			0.53
Net Power Cost Energy	652 kwh	0.0381100	24.85
Renewable Revenue Adjustment	652 kwh	-0.0006200	-0.40
Customer Efficiency Services		0.0298000	3.01
Carbon Capture Compliance		0.0012000	0.12
City Franchise Fee		0.0300000	3.12
Sales Tax		0.0500000	5.36
Total New Charges			112.64

When you provide a check as payment, you authorize us to use the information from your check either to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as we receive your payment and you will not receive your check back from your financial institution. If you would like to opt out of this program and continue processing your payment as a check transaction, please call 1-800-895-0561. If you have opted out previously, please disregard this message.

See reverse

Write account number on check & mail to: Rocky Mtn Power, PO Box 26000, Portland, OR 97256-0001

RETAIN THIS PORTION FOR YOUR RECORDS.

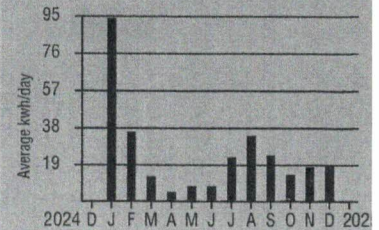
RETURN THIS PORTION WITH YOUR PAYMENT.



ROCKY MTN POWER
PO BOX 26000
PORTLAND OR 97256-0001



Historical Data - ITEM 2



Your Average Daily kwh Usage by Month

PERIOD ENDING	DEC 2025	DEC 2024
Avg. Daily Temp.	36	35
Total kwh	652	5
Avg. kwh per Day	19	0
Cost per Day	\$3.31	\$0.67

From all of us at Rocky Mountain Power, we wish you a safe and happy holiday season.

Looking for other ways to pay?

Visit RockyMountainPower.net/Pay for all your options. You can choose to pay on your device using our mobile app, on our website, at a pay station in your community, or pay over the phone by calling 1-888-221-7070.

Late Payment Charge for Wyoming

A late payment charge of 1.5% may be charged on any balance not paid in full each month.

☐ **Change of Mailing Address or Phone?**
Check here & provide information on back

Account Number: **47458451-001 7**
Date Due: **Dec 29, 2025**

AMOUNT DUE: **\$112.64**

Bank Payment - Do Not Pay

Please enter the amount enclosed.

HELPING HANDS MINISTRIES INC
PO BOX 163
DOUGLAS WY 82633-0163

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

RETURN SERVICE REQUESTED

CITY OF DOUGLAS

101 N. 4TH ST. P.O. BOX 1030

DOUGLAS, WY 82633 • PH. (307) 358-3462

Presorted
First Class Mail
US Postage Paid
Permit 1010
Orem Utah

HELPING HANDS MINISTRY IN

26 N 4TH ST

BILL DATE	DUE DATE	SERVICE ADDRESS
11/30/2025	12/20/2025	126 N 4TH ST COM

DUE DATE	ACCOUNT NO.
12/20/2025	37.0505.00.1

SERVICE	METER READINGS PREVIOUS	PRESENT	USAGE (thousands)	AMOUNT
Water	0	0	0	41.50
Sewer				4.35
Garbage				76.95
Pest Control				.00
Late Charge				.00

PAY THIS AMOUNT

DO NOT PAY

\$122.80

SEE IMPORTANT NOTICE ON BACK

PLEASE RETURN THIS STUB WITH PAYMENT



Billing Questions: 358-3462.
Sanitation pickup changes:
12/24 & 12/25 will be 12/26.

DO NOT PAY: PREAUTHORIZED PAYMENT

Prior Balance .00

ACCOUNT NUMBER	PAY THIS AMOUNT
37.0505.00.1	\$122.80

63SCH 5-DIGIT 82633

T1

HELPING HANDS MINISTRY INC
PO BOX 163
DOUGLAS WY 82633-0163



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

RETURN SERVICE REQUESTED

CITY OF DOUGLAS

101 N. 4TH ST. P.O. BOX 1030

DOUGLAS, WY 82633 • PH. (307) 358-3462

Presorted
First Class Mail
US Postage Paid
Permit 1010
Orem Utah

HELPING HANDS MINISTRY IN

126 N 4TH ST

BILL DATE	DUE DATE	SERVICE ADDRESS
9/30/2025	10/20/2025	126 N 4TH ST COM

DUE DATE	ACCOUNT NO.
10/20/2025	37.0505.00.1

SERVICE	METER READINGS PREVIOUS	PRESENT	USAGE (thousands)	AMOUNT
Water	0	0	0	41.50
Sewer				4.35
Garbage				76.95
Pest Control				.00

PAY THIS AMOUNT

DO NOT PAY

\$122.80

SEE IMPORTANT NOTICE ON BACK

PLEASE RETURN THIS STUB WITH PAYMENT



Billing Questions: 358-3462

NIXIE 850 DE 1260 0010/23/25

RETURN TO SENDER
VACANT
UNABLE TO FORWARD

NIXIE 85026 10/27/2025

RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD
SORT IN MANUAL ONLY NO AUTOMATION
SC: 56998999955

VAC

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

HELPING HANDS MINISTRY IN
126 N 4TH ST

RETURN SERVICE REQUESTED

CITY OF DOUGLAS

101 N. 4TH ST. P.O. BOX 1030
DOUGLAS, WY 82633 • PH. (307) 358-3462

Presorted
First Class Mail
US Postage Paid
Permit 1010
Orem Utah

BILL DATE	DUE DATE	SERVICE ADDRESS
10/31/2025	11/20/2025	126 N 4TH ST COM

DUE DATE	ACCOUNT NO.
11/20/2025	37.0505.00.1

PAY THIS AMOUNT
DO NOT PAY

\$122.80

SEE IMPORTANT NOTICE ON BACK

PLEASE RETURN THIS STUB WITH PAYMENT



Billing Questions: 358-3462.
Sanitation pickup changes:
11/11 will be 11/12.
11/27 and 11/28 will be 12/1.

SERVICE	METER READINGS PREVIOUS	PRESENT	USAGE (thousands)	AMOUNT
Water	0	0	0	41.50
Sewer				4.35
Garbage				76.95
Pest Control				.00
Late Charge				.00

DO NOT PAY: PREAUTHORIZED PAYMENT

Prior Balance .00

ACCOUNT NUMBER	PAY THIS AMOUNT
37.0505.00.1	\$122.80

63 *****SCH 5-DIGIT 82633

T1

HELPING HANDS MINISTRY INC
PO BOX 163
DOUGLAS WY 82633-0163



High Country Behavioral Health



Bill To: City of Douglas
101 N. 4th St/P.O. Box 1030
Douglas, WY 82633-2448

Invoice Date: Apr-26

Make Payment To: High Country Behavioral Health
Attn: Ranelle Edwards
389 Adams St. Afton WY, 83110

Invoice Number: CCQ22026

Mail Remittance To: High Country Behavioral Health
Attn: Ranelle Edwards
389 Adams St. Afton WY, 83110
Ph: (307) 885-9883

Description	Date of Service	Billed Amount	Payment Amt
Aid to Others Community Funding Grant 2nd Quarter	01/26-03/26	\$7,500.00	\$7,500.00
January 2026-March 2026			
TOTAL			\$7,500.00

misty allen

4/1/2026

High Country Behavioral Health

Converse County Clients Served and Service Hours January 1, 2026-March 31, 2026	
Number of Clients Served	275
Service Hours	2,518

Revenue and Expenses Dec 2025 - Feb 2026	
Revenue	
State of Wyoming Grant Revenue	\$ 171,059.49
Client - Insurance Revenue	\$ 96,650.20
Grant Revenue	\$ 35,042.94
Other Revenue	\$ 15,328.65
Total Revenue	\$ 318,081.27
Expenses	
Admin and Operations Expense	\$ 96,101.52
Payroll Expense	\$ 156,693.56
Location Expense	\$ 19,332.33
Total Expenses	\$ 272,127.41
Net Operating Revenue	\$ 45,953.86



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2025

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: Main Street Douglas, Inc.		2. Phone Number: 307-358-2000
3. Complete Address: 130 S 3 rd St., Douglas, WY 82633		
4. Email Address: jgoodwin@cando@candowyoing.com		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter: 6,400	7. Total Income: \$17,465.69	8. Total Expenditures: \$14,757.72
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): SEE ATTACHED		
10. Please list any other information you would like Douglas City Council to be aware of. During the third quarter, Main Street Douglas (MSD) focused heavily on organizational development, strategic planning, and preparing for a strong spring and summer season. SEE ATTACHED for more details.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

AUTHORIZED SIGNATURE

4/8/2026

DATE OF REPORT

Jennifer Goodwin

PRINTED NAME

TO BE COMPLETED BY CITY

Date Received:	Reviewed By:
	Report Complete? YES ☐ NO ☐

Main Street Douglas Quarterly Report

Reporting Period: October - December 2025

Organization: Main Street Douglas (MSD)

Program: Downtown Revitalization, Community Engagement & Volunteer Development

Grant: Aid to Others

3rd Quarter Update (Ending March 31) Activities Overview – Main Street Douglas (MSD)

Organizational & Strategic Progress

MSD has prioritized strengthening internal operations, including updates to funding strategies, budget development, and the creation of a new Transformation Strategy. To support this work, MSD will host a formal training with a Main Street America specialist in May to finalize and implement the strategy. We also completed the Main Street America Self-Assessment and successfully retained our Affiliate-level designation.

Programming & Event Planning

Significant effort has gone into planning upcoming events, including the Annual Cookie Hop, Main Street Meet Ups (a new downtown business after-hours series), and Douglas Blooms. Planning is also underway for larger seasonal events such as Jackalope Days and the Jackalope Square Farmers Market.

Economic Vitality & Business Engagement

MSD continues to build relationships with downtown businesses through ongoing door-to-door visits and a business survey aimed at gathering feedback and identifying ways to better support the local business community. Sponsorship outreach for events and initiatives remains a key focus.

Volunteer & Community Engagement

Some changes have been made to the Serve Douglas volunteer program, with plans underway to host community clean-up days and river access clean-up projects this spring and summer to increase community involvement. Volunteer opportunities for upcoming events and needs are being posted.

Marketing & Promotions

New marketing materials promoting downtown Douglas and the MSD program have been designed and are currently in production. MSD has also partnered with The Enterprise to launch “POP: Pardon Our Progress,” a creative and lighthearted campaign supporting the City of Douglas in communicating road construction updates using themed messaging and mascots like “Chip & Seal.”

Partnerships & Committees

The East Business Alliance (EBA) has been actively networking and collaborating on planning 2026 events to promote east-side businesses. MSD continues to strengthen partnerships across the community to support shared goals.

Professional Development

To build capacity and bring back best practices, MSD will send two staff members and two board members to the Main Street NOW Conference in Tulsa, OK, as well as attend the Wyoming Best Practices Workshop in April. MSD will also participate in the local Career Fair to increase awareness and engagement with Serve Douglas, our volunteer program.

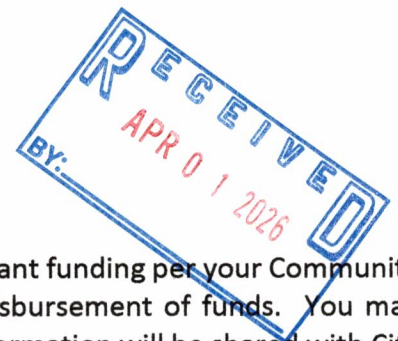
Looking Ahead (Next Quarter)

Upcoming activities include the Downtown Cookie Hop on May 2, community flower planting on May 16, and the next Main Street Meet Up at The Whistle Stop in May. MSD will continue preparations for summer programming, including Jackalope Days, Farmers Markets, and continued development of the POP initiative.

Overall, this quarter has been focused on building a strong organizational foundation, strengthening partnerships, and preparing for impactful programming that supports downtown revitalization and community engagement.



CITY OF DOUGLAS
Community Service Grant "Aid to Others"
Quarterly Report - Fiscal Year 2026



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1. Organization/Company Name: <i>Outdoor Enthusiasts of Converse County</i>		2. Phone Number: <i>307-251-7314</i>
3. Complete Address: <i>P.O. Box 1127 Douglas, WY 82633</i>		
4. Email Address: <i>Outdoorenthusiastsofcc@gmail.com</i>		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter: <i>Douglas Community</i>	7. Total Income: <i>\$25,000</i>	8. Total Expenditures: <i>\$ 25,000</i>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): <i>Phase 2 construction has begun with the Kids bike rodeo section. The trail has been roughed in and compacted with forms ready for concrete to set built features. Prebuilt ramps are on site ready to be assembled and installed. The DECC has paid the LWTA \$42,500 to begin phase 2 construction.</i>		
10. Please list any other information you would like Douglas City Council to be aware of.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

AUTHORIZED SIGNATURE

DATE OF REPORT

PRINTED NAME

TO BE COMPLETED BY CITY

Date Received:	Reviewed By:
	Report Complete? YES ☐ NO ☐



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2026

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: <u>Wyoming Child + Family Development</u>		2. Phone Number: <u>307-836-2751 #1004</u>
3. Complete Address: <u>126 North Wyoming Ave., Gresham, Wyoming 82214</u>		
4. Email Address: <u>marissa.reber@wyomingchild.org</u>		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter:	7. Total Income: <u>223,331.60</u>	8. Total Expenditures: <u>223,331.60</u>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary): <u>Providing Mental Health, PT/OT, Speech, language, and developmental disability services.</u>		
10. Please list any other information you would like Douglas City Council to be aware of. <u>we provide developmental disability services to Douglas, Wyoming, as well as Head Start, Early Head Start, and Preschool Academy services.</u>		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

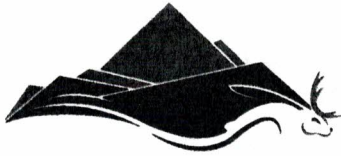
Marissa Reber
AUTHORIZED SIGNATURE

3/31/2026
DATE OF REPORT

Marissa Reber
PRINTED NAME

TO BE COMPLETED BY CITY

Date Received:	Reviewed By:
	Report Complete? YES ☐ NO ☐



CITY OF DOUGLAS

Community Service Grant "Aid to Others" Quarterly Report - Fiscal Year 2026

The quarterly report is a requirement of your continued Community Service Grant funding per your Community Service Grant agreement. Failure to provide this report may result in no disbursement of funds. You may complete this financial section or attach your own financial statement. This information will be shared with City Council as part of a regular Council meeting. Submit completed quarterly reports with attachments (if applicable) to the Administrative Services Department.

1. Organization/Company Name: <u>Youth Development Services</u>		2. Phone Number: <u>307.358-4352</u>
3. Complete Address: <u>800 Jackson St Douglas WY 82633</u>		
4. Email Address: <u>tkosters196B@gmail.com</u>		
5. Report for Quarter (check one): Ending March 31 ☒ Ending June 30 ☐ Ending September 30 ☐ Ending December 31 ☐		
6. Number of People Served for Quarter: <u>10</u>	7. Total Income: <u>\$134,097.33</u>	8. Total Expenditures: <u>\$107,444.54</u>
9. Please list activities, events, completed goals, or other such information for the quarter you are reporting on (attach additional page(s) if necessary):		
10. Please list any other information you would like Douglas City Council to be aware of.		

CERTIFICATION AND SIGNATURE

I hereby certify the above information to be true and correct to the best of my knowledge.

Trevi Kosters
AUTHORIZED SIGNATURE

4-3-26
DATE OF REPORT

Trevi Kosters
PRINTED NAME

TO BE COMPLETED BY CITY

Date Received: <u>4/6/2026</u>	Reviewed By: Report Complete? YES ☐ NO ☐
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2:08 PM

04/03/26

Accrual Basis

Youth Development Services

YTD Income Statement

January through March 2026

	Jan - Mar 26	Budget
Ordinary Income/Expense		
Income		
4006 · State Block Grant	41,291.34	61,937.01
4020 · CC Commissioners	12,499.98	12,499.98
4021 · WY Community Foundation	20,000.00	0.00
4030 · City of Douglas	5,000.01	4,999.98
4050 · Crisis Shelter Grant	46,116.00	34,380.00
4095 · Other	2,641.50	0.00
5010 · Donations	4,200.00	0.00
5020 · Fundraisers		
5020.2 · Golf Tournament	0.00	0.00
5020.3 · WyoGives	0.00	0.00
5020 · Fundraisers - Other	0.00	0.00
Total 5020 · Fundraisers	0.00	0.00
5030 · Investment Income	2,348.50	300.00
Total Income	134,097.33	114,116.97
Gross Profit	134,097.33	114,116.97
Expense		
Health/Life Insurance		
6228 · AFLAC.		
6358 AFLAC	0.00	0.00
6361 AFLAC	0.00	0.00
6362.12 · AFLAC	0.00	0.00
Total 6228 · AFLAC.	0.00	0.00
6230.6 · Health Ins.		
6357 · 6357		
6357.1 · Dental	90.50	135.75
6357.2 · Life	0.00	8.97
6357.3 · Vision	19.18	30.00
6357 · 6357 - Other	2,511.09	3,766.89
Total 6357 · 6357	2,620.77	3,941.61
6361 · 6361		
6361.1 · Dental	90.50	135.75
6361.2 · Life	0.00	8.97
6361.3 · Vision	19.18	30.00
6361 · 6361 - Other	6,045.93	6,046.24
Total 6361 · 6361	6,155.61	6,220.96
6362.01 · 6362.01		
6362.02 · Dental	90.50	135.75
6362.03 · Life	0.00	13.75
6362.04 · Vision	19.18	30.00
6362.01 · 6362.01 - Other	2,734.80	2,750.01
Total 6362.01 · 6362.01	2,844.48	2,929.51
6363.01 · 6363.01		
6363.02 · Dental	49.58	135.75
6363.03 · Life	0.00	8.97
6363.04 · Vision	19.18	30.00
6363.01 · 6363.01 - Other	6,045.93	6,046.24
Total 6363.01 · 6363.01	6,114.69	6,220.96
Total 6230.6 · Health Ins.	17,735.55	19,313.04
Total Health/Life Insurance	17,735.55	19,313.04

2:08 PM

04/03/26

Accrual Basis

Youth Development Services

YTD Income Statement

January through March 2026

	Jan - Mar 26	Budget
Repairs/Maintenance		
6276 · Building	370.27	1,200.00
6277 · Equipment	0.00	708.63
6278 · Vehicle		
6278.02 · Plates	0.00	0.00
6278 · Vehicle - Other	60.68	1,000.00
Total 6278 · Vehicle	60.68	1,000.00
Total Repairs/Maintenance	430.95	2,908.63
Residents Costs		
6261 · Allowance		
6261.4 · GH Allowance	44.48	375.00
6261.5 · Crisis Allowances	0.00	150.00
Total 6261 · Allowance	44.48	525.00
6262 · Client Reward, Incentive,		
6262.4 · GH Client Reward, Incentive	30.35	187.50
6262.5 · Crisis Client Inc., Rewards	60.80	99.99
Total 6262 · Client Reward, Incentive,	91.15	287.49
6263 · Clothing		
6263.4 · GH Clothing	23.10	100.00
6263.5 · Crisis Clothing	0.00	100.00
Total 6263 · Clothing	23.10	200.00
6264 · Dining Out	8.23	100.00
6265 · Resident Living Exp.	0.00	50.00
6266 · Medical Supplies		
6266.4 · GH Medical Supplies	0.00	50.00
6266.5 · Crisis Medical Supplies	0.00	10.00
Total 6266 · Medical Supplies	0.00	60.00
6268 · Educational Supplies/Lunches	30.00	0.00
6269 · Recreation	0.00	100.00
Total Residents Costs	196.96	1,322.49
Utilities		
Water		
6233.5 · Pest Control	0.00	0.00
6321 · Water	262.85	500.00
6322 · Sewage	220.14	225.00
6323 · Garbage	123.36	125.01
Total Water	606.35	850.01
6300 · Cable/Internet	273.32	399.99
6305 · Electricity	308.61	650.00
6310 · Gas	510.30	852.82
6315 · Telephone	179.70	300.00
Total Utilities	1,878.28	3,052.82
Wages		
6005 · Executive Director		
6005.1 · ED Comp	6,000.00	0.00
6005 · Executive Director - Other	13,846.14	13,875.00
Total 6005 · Executive Director	19,846.14	13,875.00
6010 · EDA Salary		
6011 · Training	0.00	0.00
6010 · EDA Salary - Other	15,692.28	16,999.71

2:08 PM

04/03/26

Accrual Basis

Youth Development Services

YTD Income Statement

January through March 2026

	Jan - Mar 26	Budget
Total 6010 · EDA Salary	15,692.28	16,999.71
6012 · YCW		
6013 · Training	375.78	450.00
6012 · YCW - Other	31,880.79	38,750.01
Total 6012 · YCW	32,256.57	39,200.01
6016 · Business Manager	7,360.00	7,500.00
Total Wages	75,154.99	77,574.72
6219 · Payroll Taxes	8,175.04	8,700.00
6235 · Employee Background Checks	63.00	164.00
6236 · Employee CPR/First Aid/Hep B	25.00	100.00
6238 · Contract Service	0.00	0.00
6241 · Insurance		
6241.1 · Directors & Officers	1,570.00	0.00
6241.2 · General Liability	0.00	0.00
6241.3 · Vehicle	0.00	0.00
6241.4 · Building Contents	0.00	0.00
6241.5 · Bond	0.00	0.00
Total 6241 · Insurance	1,570.00	0.00
6245 · Training/Learning Materials	0.00	130.00
6247 · Travel & Meal Costs	242.10	500.00
6249 · Postage/Printing/Copies	181.48	500.00
6250 · Office Expenses	715.33	360.00
6251 · Facility Certification	0.00	0.00
6252 · Staff Recruitment	0.00	0.00
6253 · Furniture/Equip.	0.00	500.00
6256 · Room & Board Supplies	319.24	700.00
6258 · Food & Supplies	624.40	3,200.00
6270 · Dues/Fees/Licenses/Subscrip.	0.00	0.00
6280 · Van Gasoline	95.24	174.99
6289 · Pet Expense	36.98	125.01
6330 · Rent Expense	0.00	0.00
6331 · Fundraiser Expense		
6331.1 · Golf Expense	0.00	0.00
6331.2 · WyoGives	0.00	0.00
6331 · Fundraiser Expense - Other	0.00	0.00
Total 6331 · Fundraiser Expense	0.00	0.00
Total Expense	107,444.54	119,325.70
Net Ordinary Income	26,652.79	-5,208.73
Net Income	26,652.79	-5,208.73



EVENTS

- Adult Cookbook Club
Apr 13, 6P
Converse County Library
- Arbor Day Workshop
Apr 21, 9A
Converse County Library
- Book Club
Apr 14, 530P
Blend
- Book Folded Bird Cage
Apr 22, 6P
Converse County Library
- Spring Wellness Lab Blood Draws
Apr 15, 730A
MHCC
- Parent Orientation
Apr 23, 6P
Boys & Girls Club Douglas
- Converse County Career Fair
Apr 15, 2P
Douglas Rec Center
- Spring Bird Walk
Apr 24, 530P
Bob Williamson Park
- Stitched at the Barn
Apr 17
The Barn
- 2026 Ducks Unlimited
Banquet
Apr 25, 530P
- Spring Mammo Screening
April 18, 8A
MHCC

More information available at:

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

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

All Events Are Subject To Change