



CITY OF **DOUGLAS** WYOMING

REGULAR CITY COUNCIL MEETING
September 14, 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: August 24, 2026

b. **Bills & Claims**

Warrant Register: August 2026

c. **Other – Consent**

Ordinance 1070: An Ordinance Amending Section 16.5.5 of the Douglas Municipal Code Pertaining to Landscaping, Buffering, and Screening, 3rd Reading

7. **Presentations**

- a. **Proclamation: Childhood Cancer Awareness Month**
- b. **Proclamation: Hunger Action Month**

- c. **Building The 112 Together: Douglas Main Street, Historic Preservation, Arts & Culture**

8. Discussion Items

- a. **Code Update: Private Garages**
- b. **Waiver: Landfill Fees**
- c. **N. 9th St. Alley**
- d. **Ordinance 1072: Child Safety**
- e. **LPR Cameras: Motorola Solutions hosted systems**
- f. **City Hall Flood: Update**

9. Public Hearing

- a. **Resolution No 2026-38: A resolution amending the budget of the City of Douglas, Wyoming, for the fiscal year 2026.**
- b. **Resolution No 2026-39: A resolution amending the budget of the City of Douglas, Wyoming, for the fiscal year 2027.**

10. Tabled Items

- a. **Resolution 2026-37: A Resolution Authorizing Wagonhound Land & Livestock Co, LLC to Proceed with a Type B Development for Construction of a Restaurant and Sports Bar in a B-2 General Business Zone at 5 Cinch Loop (7 Trail Commercial South, Lot 4).**

11. Council Action Items

- a. **Ordinance 1073: An ordinance amending Chapter 2.84 of Title 2 of the Douglas Municipal Code to increase the compensation of elected officials and setting an effective date, 3rd Reading**
- b. **Ordinance 1074: Regular City Council Meeting Time**
- c. **Wyoming Community Foundation: Agency Endowment Fund & Agency Reserve Fund**
- d. **Purchase: Water Truck (Unit #151)**
- e. **Purchase: Dump-Bed Trailer Using Remaining Equipment Funds**
- f. **Aid to Others Addendum: Blessings in a Backpack (The Gathering)**

12. Public Comments

13. Council Information

a. CCTPB Minutes: July 2026

b. Notice of Possible Quorum: Time Capsule, September 28, 2026, 3:30 PM,
Douglas City Hall, 101 N 4th St, Douglas, WY

14. Circle Back Recap

15. Good People Doing Good Things

16. Community Update

a. Event Calendar

17. Executive Session

18. Adjourn

Monday, September 14, 2026

Call to Order at:

Meeting Adjourned at:

City Council Regular Minutes
August 24, 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, Matthew Schmidt, Joel Weeks. Perry Hershberger not in attendance. Also present: Michele Carter, Interim City Manager/Human Resources Director; Mike Armstrong, City Attorney; Clara Chaffin, Community Development Director; Devon Litzsinger, City Clerk; Avery Cowardin, Interim Chief of Police; John Harbarger, Public Works Director; Mary Nicol, Administrative Services Director/Treasurer; Brandon Frye, Parks and Recreation Director. 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 McNare moved to approve the general agenda as presented. Seconded by Councilmember Weeks. Motion carried 4-0.

4. Public Comments

Michael Haught commented on the building permit process. Noah Milmont agreed on the building permit process and commented on council meeting times. Mike Hagemann expressed concern regarding The Hound project and community center fees. Tonya Morehead commented on traffic violations. Deb Gettert commented on building permits and building sizes. Courtney Hinds provided an update on the Wyoming State Fair.

a. Neighborhood Safety/Increased Patrols: Tonya Morehead

5. Leadership Moment

Mayor Pexton provided a leadership moment.

6. Approval of Consent Docket

Councilmember Schmidt moved to approve the consent docket as presented. Seconded by Councilmember McNare. Motion carried 4-0.

a. Minutes

Regular City Council Meeting: August 10, 2026

City Council Special Call Meeting: August 18, 2026

b. Other – Consent

Ordinance 1070: An Ordinance Amending Section 16.5.5 of the Douglas Municipal Code Pertaining to Landscaping, Buffering, and Screening, 2nd Reading

7. Presentations

a. Proclamation: Suicide Prevention Month

Mayor Pexton read a proclamation declaring September 2026 as suicide prevention month.

b. Award: Historic Preservation Commission

Heidi McCullough, *Historic Preservation Commission Staff Liaison*, provided a recap report and presented a Historic Preservation Award to George Smith and Allan Pierce, *FreeMasons*, for the Masonic Ashlar Lodge No. 10.

8. Discussion Items

a. Aid-To-Others: The Gathering (Blessings in a Backpack)

Sara Phillipi and Shinon Powers, *The Gathering*, presented a request to Council. Discussion was held.

b. Landfill Fees: Waive for Special Circumstances

Councilmember Weeks led a discussion.

c. Ordinance 1072: Child Safety Zones

City Attorney Armstrong led a discussion.

d. Endowment: Wyoming Community Foundation

Interim City Manager Carter provided information. Discussion was held.

9. Public Hearing

a. Resolution 2026-35: A Resolution Authorizing a Conditional Use Permit for Kelsi Gilmore to Operate a Pre-School in an R-2 Medium Density Residential Zone at 1430 Meadow Lane (Stone River Meadows, Lot 10).

Mayor Pexton opened the public hearing at 5:03 pm. Director Chaffin provided an overview. Public comment in favor or opposition: None. Closed public hearing at 5:07 pm. Councilmember McNare moved to approve resolution 2026-35 as presented. Seconded by Councilmember Weeks. Motion carried 4-

0.

- b. Resolution 2026-36: A Resolution Authorizing Marc Andreen to Proceed with a Type B Development for Construction of a Warehouse and Office in an I Industrial Zone at 180 Elkhorn Way (Elkhorn Subdivision, Lot 4).**

Mayor Pexton opened the public hearing at 5:07 pm. Director Chaffin provided an overview. Public comment in favor or opposition: None. Closed public hearing at 5:10 pm. Councilmember Schmidt moved to approve resolution 2026-36 as presented. Seconded by Councilmember McNare. Motion carried 4-0.

- c. Resolution 2026-37: A Resolution Authorizing Wagonhound Land & Livestock Co, LLC to Proceed with a Type B Development for Construction of a Restaurant and Sports Bar in a B-2 General Business Zone at 5 Cinch Loop (7 Trail Commercial South, Lot 4).**

Mayor Pexton opened the public hearing at 5:11 pm. Director Chaffin provided an overview. Public comment in favor or opposition: Mike Hagemann commented in opposition, Dustin Ewin commented in favor, and Willie Avery commented representing The Hound. Closed public hearing at 5:28 pm. Councilmember McNare moved to table resolution 2026-37. Seconded by Councilmember Weeks. Motion carried 4-0.

10. Council Action Items

- a. Ordinance 1073: An ordinance amending Chapter 2.84 of Title 2 of the Douglas Municipal Code to increase the compensation of elected officials and setting an effective date, 2nd Reading**

Interim City Manager Carter provided a report. Councilmember Weeks moved to approve ordinance 1073 on second reading as presented. Seconded by Councilmember Schmidt. Motion carried 3-0. Mayor Pexton abstained.

- b. Resolution 2026-34: Operating hours and fees for Community Center**

Director Frye provided a report. Councilmember McNare moved to approve resolution 2026-34 as presented. Seconded by Councilmember Schmidt. Motion carried 4-0.

- c. Bid Award: 2027 Ford F-350 Extended Cab Service Truck**

Director Harbarger provided a report. Councilmember Weeks moved to accept the bid from Laramie Peak Motors of Wheatland for the purchase of one 2027 Ford F-350 Extended Cab Service Truck in the amount of \$73,400.00 and authorize the City Manager to execute all documents necessary to complete the purchase. Seconded by Councilmember Schmidt. Motion carried 4-0.

- d. Bid Award: Douglas City Street Slurry Seal Project for 2026-2027**

Director Harbarger provided a report. A discussion was held. Councilmember Weeks moved to move to accept the bid from Asphalt Preservation, LLC, for

the Douglas City Street Seal Project in the amount of \$324,089.00 and authorize the City Manager to sign all associated documents. Seconded by Councilmember McNare. Motion carried 4-0.

e. Staffing: Parks Supervisor

Interim City Manager Carter provided a report. Councilmember McNare moved to approve staff proposal to include a Parks Supervisor position in the Parks and Rec Department as presented. Seconded by Councilmember Schmidt. Motion carried 4-0.

f. Community Center: Communications

Director Frye provided a report. Councilmember McNare moved to approve the install of the point-to-point and direct phone and internet access to the community center and furthermore authorize the City Manager to sign the agreement after review from the attorney. Seconded by Councilmember Schmidt. Motion carried 4-0.

11. Financial Report

a. Financial Report: July 2026

Director Nicol provided a report.

12. Public Comments

None.

13. Council Information

Discussion was held regarding council meeting times to be brought back as an action item.

a. Notice of Possible Quorum: City/County Breakfast, MHCC Boardroom, September 2, 2026, 7 AM

b. Aid To Others Quarterly Reports: CCSD #1

c. Minutes: Planning & Zoning Commission, August 17, 2026.

14. Circle Back Recap

City Clerk Litzsinger provided the circle back recap. Director Chaffin spoke about the building permit process. Councilmember Weeks provided feedback. Councilmember McNare commented.

15. Good People Doing Good Things

Councilmember Schmidt commended the staff for the parade float and the

police staff for working the parade. Mayor Pexton read a posting applauding the street cleaners. Councilmember Weeks gave a shout-out to the police department for traffic control during the parade.

16. Community Update

a. Event Calendar

A video highlighting upcoming events was played. Mayor Pexton thanked staff for their efforts in dealing with fans during the flood cleanup. Councilmember Schmidt added that staff were also dealing with the torn-up floors.

17. Executive Session

Councilmember McNare 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 Schmidt. Motion carried 4-0.

18. Adjourn

Councilmember McNare moved that council return from executive session. Seconded by Councilmember Schmidt. Motion carried 4-0. Councilmember McNare moved to approve the City Manager contract as presented. Seconded by Councilmember Schmidt. Motion carried 4-0. Mayor Pexton called for a motion to adjourn the Regular City Council Meeting. Councilmember Weeks moved to move to adjourn. Seconded by Councilmember Schmidt. Motion carried 4-0. Meeting adjourned at approximately 6:18 p.m.

Kim Pexton, Mayor

ATTEST:

Devon Litzsinger, City Clerk
Published: September 2, 2026

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SHREDDING LLC				
13852	DOCUMENT SHREDDING	08/25/26	82.50	10-5105-2156
Total 307 SHREDDING LLC:			82.50	
307 SIGNS AND MORE				
11217	ENGRAVE PLAQUE	08/26/26	55.00	93-5930-2158
11249	UNIT NUMBERS	08/13/26	10.98	10-5351-3210
11249	UNIT NUMBERS	08/13/26	10.98	10-5351-3210
11249	UNIT NUMBERS	08/13/26	7.32	10-5351-3210
11249	UNIT NUMBERS	08/13/26	7.32	34-5340-3210
11249	UNIT NUMBERS	08/13/26	11.49	10-5305-3210
11249	UNIT NUMBERS	08/13/26	9.96	10-5305-3210
11249	UNIT NUMBERS	08/13/26	4.98	10-5305-3210
11249	UNIT NUMBERS	08/13/26	7.32	10-5305-3210
Total 307 SIGNS AND MORE:			125.35	
5 ACES PRINTING LLC				
15169	PUBLIC HEARING	07/01/26	170.50	10-5100-2115
15170	PUBLIC HEARING	07/08/26	170.50	10-5100-2115
15171	PUBLIC NOTICE-USED WATER TRUCK	07/01/26	93.00	10-5100-2115
15172	PUBLIC NOTICE-USED WATER TRUCK	07/08/26	93.00	10-5100-2115
15173	PUBLIC NOTICE-S&A UNIT 130	07/01/26	93.00	10-5100-2115
15174	PUBLIC NOTICE-S&A UNIT 130	07/08/26	93.00	10-5100-2115
15175	PUBLIC NOTICE-PARKS PICKUP	07/01/26	93.00	10-5100-2115
15176	PUBLIC NOTICE-PARKS PICKUP	07/08/26	93.00	10-5100-2115
15177	PUBLIC NOTICE-UTV	07/01/26	93.00	10-5100-2115
15178	PUBLIC NOTICE-UTV	07/08/26	93.00	10-5100-2115
15179	PUBLIC NOTICE-POLICE SUV'S	07/01/26	93.00	10-5100-2115
15180	PUBLIC NOTICE-POLICE SUV'S	07/08/26	93.00	10-5100-2115
15181	PUBLIC NOTICE-MIDDLE SCHOOL LIFT STATION	07/01/26	77.50	10-5100-2115
15182	PUBLIC NOTICE-MIDDLE SCHOOL LIFT STATION	07/08/26	77.50	10-5100-2115
15183	PUBLIC NOTICE-MIDDLE SCHOOL LIFT STATION	07/15/26	77.50	10-5100-2115
15184	PUBLIC NOTICE-UTILITIES PROJECT FINAL	07/01/26	77.50	10-5100-2115
15185	PUBLIC NOTICE-UTILITIES PROJECT FINAL	07/08/26	77.50	10-5100-2115
15186	PUBLIC NOTICE-UTILITIES PROJECT FINAL	07/15/26	77.50	10-5100-2115
15187	PUBLIC NOTICE-4TH ST UTILITIES FINAL	07/01/26	77.50	10-5100-2115
15188	PUBLIC NOTICE-4TH ST UTILITIES FINAL	07/08/26	77.50	10-5100-2115
15189	PUBLIC NOTICE-4TH ST UTILITIES FINAL	07/15/26	77.50	10-5100-2115
15190	ORDINANCE	07/01/26	186.00	10-5100-2115
15191	MINUTES	07/01/26	372.00	10-5100-2115
15192	PUBLIC NOTICE-PLANNING & ZONING	07/01/26	77.50	10-5100-2115
15334	PUBLIC NOTICE-USED FORKLIFT	07/08/26	77.50	10-5100-2115
15335	PUBLIC NOTICE-USED FORKLIFT	07/15/26	77.50	10-5100-2115
15336	MINUTES	07/08/26	77.50	10-5100-2115
15337	MINUTES	07/08/26	139.50	10-5100-2115
15355	POSITION VACANCY	07/15/26	124.00	10-5100-2115
15356	POSITION VACANCY	07/15/26	186.00	10-5100-2115
15405	PUBLIC NOTICE-PLOW/TRUCK/SKID STEER/WHEEL LOADER	07/15/26	62.00	10-5100-2115
15406	PUBLIC NOTICE-PLOW/TRUCK/SKID STEER/WHEEL LOADER	07/22/26	62.00	10-5100-2115
15428	POSITION VACANCY	07/22/26	124.00	10-5100-2115
15429	POSITION VACANCY	07/22/26	186.00	10-5100-2115
15476	MINUTES	07/22/26	434.00	10-5100-2115
15477	WARRANT REGISTER	07/22/26	403.00	10-5100-2115
15478	MINUTES	07/22/26	77.50	10-5100-2115
15479	PUBLIC NOTICE-SALE OF PUBLIC PROPERTY	07/22/26	108.50	10-5100-2115
15480	PUBLIC NOTICE-SALE OF PUBLIC PROPERTY	07/29/26	108.50	10-5100-2115

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
15481	PUBLIC NOTICE-SALE OF PUBLIC PROPERTY	08/05/26	108.50	10-5100-2115
15506	POSITION VACANCY	07/29/26	124.00	10-5100-2115
15507	POSITION VACANCY	07/29/26	186.00	10-5100-2115
15543	BID-USED WATER TRUCK	07/29/26	108.00	10-5100-2115
15544	BID-USED WATER TRUCK	08/05/26	108.00	10-5100-2115
15545	BID-VEHICLE	07/29/26	108.00	10-5100-2115
15546	BID-VEHICLE	08/05/26	108.00	10-5100-2115
15547	BID-SLURRY SEAL	07/29/26	46.50	10-5100-2115
15548	BID-SLURRY SEAL	08/05/26	46.50	10-5100-2115
15549	MINUTES	07/29/26	77.50	10-5100-2115
15550	PUBLIC NOTICE-PLANNING & ZONING	07/29/26	93.00	10-5100-2115
15581	2026 ENERGY EDITION	07/27/26	573.33	10-5100-2115
15614	WY STATE FAIR BOOK	07/31/26	573.33	10-5100-2115
15733	MINUTES	08/05/26	558.00	10-5100-2115
15734	WARRANT REGISTER	08/05/26	170.50	10-5100-2115
15847	BID-LANDFILL LOADER	08/12/26	93.00	10-5100-2115
15848	BID-LANDFILL LOADER	08/19/26	93.00	10-5100-2115
15849	PUBLIC NOTICE-FINAL PAYMENT	08/12/26	77.50	10-5100-2115
15850	PUBLIC NOTICE-FINAL PAYMENT	08/19/26	77.50	10-5100-2115
15851	PUBLIC NOTICE-FINAL PAYMENT	08/26/26	77.50	10-5100-2115
15906	WARRANT REGISTER	08/19/26	294.50	10-5100-2115
15907	MINUTES	08/19/26	434.00	10-5100-2115
15970	MINUTES	08/26/26	77.50	10-5100-2115
15971	PUBLIC NOTICE-SALARY PUBLICATIONS	08/26/26	263.50	10-5100-2115
Total 5 ACES PRINTING LLC:			9,328.66	
ADVANCED ANIMAL CARE				
498793	GROOMING-K9	07/31/26	47.00	10-5202-3210
498793	DE-SHED TREATMENT-K9	07/31/26	15.00	10-5202-3210
498793	ANNUAL EXAM-K9	07/31/26	45.00	10-5202-3210
498793	VACCINE-K9	07/31/26	20.00	10-5202-3210
498793	VACCINE	07/31/26	32.00	10-5202-3210
498793	VACCINE	07/31/26	29.00	10-5202-3210
498793	VACCINE	07/31/26	24.00	10-5202-3210
Total ADVANCED ANIMAL CARE:			212.00	
ADVANCED GEOTECHNICAL SOLUTIONS LLC				
25079-CMT-8	MATERIAL TESTING & CONSTRUCTION OBSERVATION	07/10/26	6,108.50	57-5571-6542
Total ADVANCED GEOTECHNICAL SOLUTIONS LLC:			6,108.50	
AFLAC				
082126	Payroll Deduction	08/21/26	756.62	10-20000225
Total AFLAC:			756.62	
ALCOHOL & DRUG TESTING SERV				
53254	PROFESSIONAL SERVICES	07/31/26	663.80	10-5100-2158
Total ALCOHOL & DRUG TESTING SERV:			663.80	
ALLIANCE COMMUNICATION & TECHNOLOGIES LL				
20105	GATE MAINTENANCE-DAMAGED WIRE	08/04/26	582.42	31-5401-3210
Total ALLIANCE COMMUNICATION & TECHNOLOGIES LL:			582.42	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
AMUNDSEN ASSOCIATES LLC				
2026-045	COMMUNITY FACILITY ARCHITECUTURAL	08/13/26	12,485.00	57-5571-2153
Total AMUNDSEN ASSOCIATES LLC:			12,485.00	
ARGIS SOLUTIONS INC				
INV-039695	CONSULTING	07/31/26	1,802.00	10-5100-2158
Total ARGIS SOLUTIONS INC:			1,802.00	
ARROW ELECTRIC				
58279	LABOR-RUN POWER TO TIRE MACHINE	07/23/26	325.00	10-5302-2155
58279	MATERIALS-RUN POWER TO TIRE MACHINE	07/23/26	149.04	10-5302-2155
58279	LABOR-RUN POWER TO TIRE MACHINE	07/23/26	325.00	10-5302-2155
58279	MATERIALS-RUN POWER TO TIRE MACHINE	07/23/26	159.90	10-5302-3210
58279	LABOR-RUN POWER TO TIRE MACHINE	07/23/26	520.00	10-5302-2155
58279	MATERIALS-RUN POWER TO TIRE MACHINE	07/23/26	688.56	10-5302-2155
Total ARROW ELECTRIC:			2,167.50	
ATLAS PREMIER SERVICE				
92729	COPIER MAINTENANCE AGREEMENT	08/10/26	140.69	10-5201-2156
Total ATLAS PREMIER SERVICE:			140.69	
AUSMUS, LORETTA				
082726	UTILITY DEPOSIT REFUND	08/27/26	172.58	96-20000229
Total AUSMUS, LORETTA:			172.58	
BCN TELECOM INC				
6521676	PHONE SERVICE	08/01/26	105.78	10-5100-2134
6521676	PHONE SERVICE	08/01/26	2.34	10-5352-2134
6526840	PHONE SERVICE	09/01/26	105.90	10-5100-2134
6526840	PHONE SERVICE	09/01/26	2.63	10-5352-2134
Total BCN TELECOM INC:			216.65	
BIG COUNTRY REHAB				
025	PRE-EMPLOYMENT PHYSICAL	10/21/25	100.00	10-5201-2158
026	PRE-EMPLOYMENT PHYSICAL	12/03/25	100.00	10-5201-2158
Total BIG COUNTRY REHAB:			200.00	
BISON PUMP & SUPPLY				
602628	BALL VALVE	08/19/26	214.40	31-5402-3210
602628	HOSE	08/19/26	582.88	31-5402-3210
602689	PUMP COUPLING ELEMENT	08/20/26	41.67	10-5351-3210
602925	HOSE	09/02/26	30.88	33-5600-3210
602925	HOSE FITTING	09/02/26	78.46	33-5600-3210
602925	HOSE FITTING	09/02/26	38.80	33-5600-3210
602925	HOSE ASSEMBLY	09/02/26	13.50	33-5600-3210
602931	ADAPTER FITTING	09/02/26	18.00	33-5600-3210
Total BISON PUMP & SUPPLY:			1,018.59	
BLACK HILLS ENERGY				
090926	GAS SERVICE	09/09/26	27.04	10-5100-2133

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
090926	GAS SERVICE	09/09/26	25.22	10-5301-2133
090926	GAS SERVICE	09/09/26	15.24	10-5352-2133
090926	GAS SERVICE	09/09/26	2,440.90	10-5354-2133
090926	GAS SERVICE	09/09/26	73.02	31-5401-2133
090926	GAS SERVICE	09/09/26	43.94	31-5402-2133
090926	GAS SERVICE	09/09/26	113.11	32-5502-2133
090926	GAS SERVICE	09/09/26	102.55	34-5340-2133
090926	GAS SERVICE	09/09/26	17.52	10-5351-2133
090926	GAS SERVICE	09/09/26	80.16	10-5350-2133
Total BLACK HILLS ENERGY:			2,938.70	
BLACK HILLS POWER EQUIPMENT				
69615	MULCH BLADES	07/28/26	269.94	10-5352-3210
69615	SHIPPING	07/28/26	45.00	10-5352-3210
Total BLACK HILLS POWER EQUIPMENT:			314.94	
BLOEDORN LUMBER - DOUGLAS				
696229	RETURN-POWER STRIP	08/19/26	17.99-	10-5109-3210
698075	RETURN-ELBOW	09/01/26	20.69-	10-5351-3210
698075	RETURN-COUPPNG	09/01/26	35.98-	10-5351-3210
9462408	VALVE	07/08/26	15.29	31-5401-3210
9462408	TEE	07/08/26	10.42	31-5401-3210
9462408	BUSHING	07/08/26	5.92	31-5401-3210
9462408	ADAPTER	07/08/26	4.48	31-5401-3210
9462408	BUSHING	07/08/26	9.88	31-5401-3210
9462589	ADAPTER	07/08/26	2.24	31-5401-3210
9483161	WASHING MACHINE HOSE	07/20/26	38.69	32-5501-3210
9508808	LANDSCAPE TIMBER	08/04/26	140.68	34-5340-3210
9508808	GLOVES	08/04/26	29.98	34-5340-3210
9508808	CENTER PUNCH	08/04/26	8.09	34-5340-3210
9508808	WASHERS	08/04/26	15.99	34-5340-3210
9508808	WASHERS	08/04/26	27.99	34-5340-3210
9508808	SCREWS	08/04/26	7.50	34-5340-3210
9508808	SCREWS	08/04/26	7.60	34-5340-3210
9508808	SCREWS	08/04/26	7.14	34-5340-3210
9508808	SCREWS	08/04/26	12.90	34-5340-3210
9508808	SCREWS	08/04/26	9.73	34-5340-3210
9508808	SCREWS	08/04/26	11.83	34-5340-3210
9508808	SCREWS	08/04/26	15.29	34-5340-3210
9509611	DISH SOAP	08/04/26	3.79	34-5340-3210
9509611	PAINT/PRIMER	08/04/26	28.04	34-5340-3210
9509611	SPRAY PAINT	08/04/26	15.98	34-5340-3210
9509611	BALL VALVE	08/04/26	17.99	34-5340-3210
9510795	SPRAY PAINT	08/05/26	15.98	34-5340-3210
9510795	CAULK	08/05/26	10.79	34-5340-3210
9510795	PAINTERS TAPE	08/05/26	8.99	34-5340-3210
9510795	MOUSE TRAP	08/05/26	5.98	34-5340-3210
9510795	MOUSE TRAP	08/05/26	3.14	34-5340-3210
9510795	GLUE TRAP	08/05/26	6.29	34-5340-3210
9512532	PVC PIPE	08/06/26	26.99	31-5402-3210
9512532	SLIP CAP	08/06/26	7.64	31-5402-3210
9512820	POLY BRUSH	08/06/26	5.58	10-5351-3210
9512820	PAINT	08/06/26	39.58	10-5351-3210
9513919	KEYS-PARADE FLOAT	08/06/26	6.98	10-5100-3210
9513919	TAPE-PARADE FLOAT	08/06/26	11.68	10-5100-3210
9513919	CABLE STAPLES-PARADE FLOAT	08/06/26	6.29	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9513919	CABLE STAPLES-PARADE FLOAT	08/06/26	6.99	10-5100-3210
9513919	STAPLER-PARADE FLOAT	08/06/26	23.99	10-5100-3210
9518097	VALVE	08/10/26	30.58	31-5401-3210
9518422	GLASS CLEANER	08/10/26	3.79	10-5351-3210
9518494	SOLVENT WELD	08/10/26	25.18	31-5401-3210
9519785	LOCTITE	08/10/26	8.09	31-5405-6544
9520684	WATER WELD	08/11/26	9.89	31-5401-3210
9520684	WELDER	08/11/26	8.99	31-5401-3210
9520684	EPOXY	08/11/26	9.89	31-5401-3210
9521618	LAG SCREWS	08/11/26	3.40	10-5351-3210
9522454	WIRE	08/12/26	9.49	10-5351-3210
9522454	TAPE	08/12/26	7.19	10-5351-3210
9523363	PVC TEE	08/12/26	5.21	31-5405-6544
9523363	PVC CEMENT	08/12/26	11.24	31-5405-6544
9524479	TARP	08/13/26	13.49	10-5352-3210
9524999	FLAPPER	08/13/26	17.09	10-5352-3210
9526844	CONCRETE MIX	08/14/26	43.76	10-5305-3210
9530310	NOZZLE	08/17/26	8.09	10-5351-3210
9532173	NUT	08/17/26	4.89	10-5351-3210
9534549	ROLLER COVER	08/19/26	89.90	10-5100-3210
9534549	ROLLER FRAME	08/19/26	11.98	10-5100-3210
9534549	TRAY LINER	08/19/26	9.99	10-5100-3210
9534549	PAINT TRAY	08/19/26	6.99	10-5100-3210
9534891	GLOVES	08/19/26	17.99	10-5302-3210
9535501	POWER STRIP	08/19/26	17.99	10-5109-3210
9535501	HDMI CABLE	08/19/26	25.19	10-5109-3210
9535577	POWER STRIP	08/19/26	17.99	10-5109-3210
9538098	BATTERIES	08/20/26	21.99	31-5401-3210
9538098	BATTERY	08/20/26	21.49	31-5401-3210
9538098	BATTERY	08/20/26	21.99	31-5401-3210
9538098	SOLVENT WELD	08/20/26	12.59	31-5401-3210
9538098	ADPATER	08/20/26	19.78	31-5401-3210
9544473	PAINT	08/24/26	19.79	10-5351-3210
9544473	BRUSH	08/24/26	2.79	10-5351-3210
9547569	ADHESIVE	08/26/26	14.39	10-5305-3210
9547569	CONTACT CEMENT	08/26/26	11.69	10-5305-3210
9547569	CAULK	08/26/26	3.41	10-5305-3210
9547934	HEX CAP SCREWS	08/26/26	29.99	10-5305-3210
9548063	CONTACT CEMENT	08/26/26	22.49	10-5305-3210
9548063	CAULK	08/26/26	6.82	10-5305-3210
9550588	BATTERY	08/27/26	11.98	31-5402-3210
9558109	ELBOW	09/01/26	20.69	10-5351-3210
9558109	COUPLING	09/01/26	35.98	10-5351-3210
9560783	HACKZALL	09/02/26	149.99	10-5352-3210

Total BLOEDORN LUMBER - DOUGLAS:

1,405.80

BOMGAARS

525314	CLEVIS GRAB HOOKS	07/09/26	7.98	32-5501-3210
525314	TIE DOWN	07/09/26	19.99	32-5501-3210
525314	MACHINE CHAIN	07/09/26	22.90	32-5501-3210
526847	COTTON SWABS	07/13/26	6.99	31-5401-3210
526847	TOILET PAPER	07/13/26	7.99	31-5401-3210
526847	TOILET PAPER	07/13/26	7.99	31-5401-3210
526847	PAPER TOWELS	07/13/26	15.99	31-5401-3210
526847	PAPER TOWELS	07/13/26	15.99	31-5401-3210
526847	PAPER TOWELS	07/13/26	15.99	31-5401-3210
526847	PAPER TOWELS	07/13/26	15.99	31-5401-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
533328	FLY TRAPS	07/31/26	9.79	10-5351-3210
533345	PINESOL	07/31/26	27.96	10-5305-3210
534268	SAWHORSE WORKTABLES	08/03/26	79.98	10-5352-3210
534273	STIHL TRIMMER	08/03/26	299.99	10-5352-3210
534419	SPADE	08/03/26	29.99	10-5352-3210
534419	GLOVES	08/03/26	10.99	10-5352-3210
534420	CONCRETE MIX	08/03/26	31.74	10-5352-3210
534572	STIHL DURACUT	08/04/26	39.99	10-5351-3210
534572	TRIMMER HEAD	08/04/26	33.99	10-5351-3210
534657	TUBING	08/04/26	4.47	34-5340-3210
534657	HOSE CLAMP	08/04/26	7.96	34-5340-3210
534657	PIN	08/04/26	13.47	34-5340-3210
534657	THREAD SEALANT	08/04/26	5.99	34-5340-3210
534657	BRUSH	08/04/26	4.99	34-5340-3210
534657	BRAZING ROD	08/04/26	14.99	34-5340-3210
534657	CUTOFF WHEEL	08/04/26	6.99	34-5340-3210
534657	ELBOW	08/04/26	4.29	34-5340-3210
534657	PIPE NIPPLE	08/04/26	1.79	34-5340-3210
534657	BOLTS	08/04/26	3.39	34-5340-3210
534657	FASTENERS	08/04/26	2.11	34-5340-3210
534657	BALL VALVE	08/04/26	10.99	34-5340-3210
534657	BUSHING	08/04/26	6.99	34-5340-3210
534657	ELBOW	08/04/26	4.29	34-5340-3210
534657	HOSE BARB	08/04/26	11.98	34-5340-3210
534657	HEAT GUN	08/04/26	49.99	34-5340-3210
534657	CUTTING WHEEL	08/04/26	11.98	34-5340-3210
534657	BLADES	08/04/26	13.99	34-5340-3210
534657	UTILITY KNIFE	08/04/26	9.99	34-5340-3210
534657	PIPE BUSHING	08/04/26	6.98	34-5340-3210
534657	EYE BOLT	08/04/26	29.98	34-5340-3210
534764	STRAW BALE-PARADE FLOAT	08/04/26	39.98	10-5100-3210
534877	WEATHERSTRIP	08/05/26	7.59	34-5340-3210
534877	CARB CLEANER	08/05/26	35.94	34-5340-3210
534926	CLEANER	08/05/26	12.99	10-5351-3210
535480	HAND SOAP	08/07/26	7.99	10-5352-3210
535480	SPRING WATER	08/07/26	17.94	10-5352-3210
536799	PAINT BRUSH SET	08/10/26	13.98	10-5351-3210
537207	BATTERIES	08/11/26	25.98	10-5351-3210
537431	AIR PUMP-FLOAT SUPPLIES	08/12/26	39.99	10-5100-3210
537431	TOOL BOX-FLOAT SUPPLIES	08/12/26	29.99	10-5100-3210
537431	KNIFE-FLOAT SUPPLIES	08/12/26	19.99	10-5100-3210
537485	PVC TEE	08/12/26	5.39	31-5405-6544
537561	FLY STICK	08/12/26	2.99	10-5351-3210
537561	WASP TRAP STICKS	08/12/26	45.00	10-5351-3210
537811	GARDEN SPADE	08/13/26	28.99	10-5352-3210
537996	SHOWER STALL DRAIN	08/13/26	11.99	10-5302-3210
537996	WATER HEATER PAN	08/13/26	27.99	10-5302-3210
538167	SPRAY BOTTLE	08/14/26	4.99	33-5600-3210
538167	DEGREASER	08/14/26	14.99	33-5600-3210
538167	HAND/NAIL BRUSH	08/14/26	6.99	33-5600-3210
538167	LIME AWAY	08/14/26	6.99	33-5600-3210
538167	SCRUB BRUSH	08/14/26	3.99	33-5600-3210
539283	MANURE FORK	08/17/26	34.99	10-5352-3210
539657	SIPHON PUMP	08/18/26	21.99	10-5352-3210
539657	BATTERIES	08/18/26	5.49	10-5352-3210
539821	BOLTS	08/19/26	31.75	34-5340-3210
539821	BOLTS	08/19/26	12.68	34-5340-3210
539994	PRUNER SET	08/19/26	29.99	10-5351-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
540249	SQUEEGEE	08/20/26	5.99	10-5351-3210
540255	RAKE	08/20/26	11.99	10-5351-3210
540255	RAKE	08/20/26	14.99	10-5351-3210
541282	HOSE	08/24/26	33.99	34-5340-3210
541282	GLOVES	08/24/26	59.96	34-5340-3210
541282	PAINT THINNER	08/24/26	13.99	34-5340-3210
541282	SPRAY PAINT	08/24/26	19.98	34-5340-3210
541282	BALL JOINT ASSEMBLY	08/24/26	11.76	34-5340-3210
541282	TRASH BAGS	08/24/26	8.99	34-5340-3210
541282	SPRAY PAINT	08/24/26	15.98	34-5340-3210
541282	THREADED ROD	08/24/26	3.99	34-5340-3210
541282	THREADED ROD	08/24/26	4.29	34-5340-3210
541282	COUPLING NUT	08/24/26	2.79	34-5340-3210
541282	BOLTS	08/24/26	7.09	34-5340-3210
541282	BOLTS	08/24/26	7.36	34-5340-3210
541282	FASTENERS	08/24/26	24.98	34-5340-3210
541282	FASTENERS	08/24/26	31.98	34-5340-3210
541282	T-POST	08/24/26	119.75	34-5340-3210
541708	GLOVES	08/25/26	23.99	10-5302-3210
541708	GLOVES	08/25/26	24.99	10-5302-3210
541708	MARKERS	08/25/26	5.59	10-5302-3210
541708	MARKERS	08/25/26	3.19	10-5302-3210
541982	KEY HOLDER	08/26/26	1.99	34-5340-3210
541982	T-POST INSULATOR	08/26/26	14.99	34-5340-3210
541982	TARP	08/26/26	49.98	34-5340-3210
541982	DRILL BIT	08/26/26	5.99	34-5340-3210
541982	GLOVES	08/26/26	24.99	34-5340-3210
541982	TWINE	08/26/26	36.54	34-5340-3210
541982	MARKER FLAG	08/26/26	14.99	34-5340-3210
542295	PLIERS	08/27/26	9.99	10-5351-3210
542905	FLUSH LEVER	08/29/26	7.59	34-5340-3210
544209	STEP STOOL	09/02/26	54.49	10-5352-3210
544246	DISINFECTANT WIPES	09/02/26	3.99	10-5305-3210
544246	PLIERS	09/02/26	5.99	10-5305-3210
544645	TRIMMER LINE	09/04/26	39.99	31-5402-3210
Total BOMGAARS:			2,208.49	
BOOTH, MAGGIE				
8	CATTLE DRIVE MURAL	07/01/26	3,000.00	57-5571-6542
Total BOOTH, MAGGIE:			3,000.00	
BOYS & GIRLS CLUB OF DOUGLAS				
3782-AUG	FUNDING ALLOCATION AGREEMENT	08/25/26	5,833.33	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			5,833.33	
BROWN, JEREMY				
082726	UTILITY DEPOSIT REFUND	08/27/26	211.55	96-20000229
Total BROWN, JEREMY:			211.55	
BULLOCK, SHIRLEY K				
081126	OPEN CONTAINER DEPOSIT REFUND	08/11/26	100.00	10-5100-2175
Total BULLOCK, SHIRLEY K:			100.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
BUSINESS CENTER				
22524	BINDER	07/15/26	8.57	31-5401-3210
22524	TAPE	07/15/26	14.48	31-5401-3210
22524	POST ITS	07/15/26	5.35	31-5401-3210
22524	POST ITS	07/15/26	7.76	31-5401-3210
22524	POST ITS	07/15/26	1.09	31-5401-3210
22524	POST IT FLAGS	07/15/26	15.10	31-5401-3210
Total BUSINESS CENTER:			52.35	
CANDO - DBA THE ENTERPRISE				
2053-AUG	FUNDING ALLOCATION AGREEMENT	08/14/26	20,700.00	10-5110-8714
Total CANDO - DBA THE ENTERPRISE:			20,700.00	
CAPITAL BUSINESS SYSTEMS INC				
1659357	MAINTENANCE AGREEMENT-PLOTTER	08/20/26	81.92	10-5106-2156
Total CAPITAL BUSINESS SYSTEMS INC:			81.92	
CARE NETWORK OF CONVERSE COUNTY				
1001	FUNDING ALLOCATION AGREEMENT	08/26/26	103,788.99	10-5110-8769
Total CARE NETWORK OF CONVERSE COUNTY:			103,788.99	
CARR, GERI				
081326	UTILITY DEPOSIT REFUND	08/13/26	26.39	96-20000229
Total CARR, GERI:			26.39	
CASPER WINDOW & DOOR				
14378	DOOR SLAB/HARDWARE	08/17/26	2,726.52	32-5501-2155
Total CASPER WINDOW & DOOR:			2,726.52	
CENTURYLINK				
091026	TELEPHONE SERVICES	09/10/26	131.50	10-5352-2134
091026	TELEPHONE SERVICES	09/10/26	473.13	10-5354-2134
091026	TELEPHONE SERVICES	09/10/26	126.00	32-5502-2134
Total CENTURYLINK:			730.63	
CITY OF CASPER				
643553	LANDFILL FEES	08/03/26	1,515.04	34-5340-2158
643610	LANDFILL FEES	08/06/26	1,499.40	34-5340-2158
643610	LANDFILL FEES	08/06/26	1,173.68	34-5340-2158
643610	LANDFILL FEES	08/06/26	1,409.64	34-5340-2158
643611	LANDFILL FEES	08/06/26	1,438.88	34-5340-2158
643611	LANDFILL FEES	08/06/26	1,353.88	34-5340-2158
643655	LANDFILL FEES	08/07/26	1,389.24	34-5340-2158
643655	LANDFILL FEES	08/07/26	1,523.20	34-5340-2158
643727	LANDFILL FEES	08/11/26	1,412.36	34-5340-2158
643727	LANDFILL FEES	08/11/26	1,495.32	34-5340-2158
643727	LANDFILL FEES	08/11/26	1,587.12	34-5340-2158
643779	LANDFILL FEES	08/13/26	1,520.48	34-5340-2158
643779	LANDFILL FEES	08/13/26	1,430.04	34-5340-2158
643804	LANDFILL FEES	08/14/26	1,349.12	34-5340-2158
643804	LANDFILL FEES	08/14/26	1,725.16	34-5340-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
643832	LANDFILL FEES	08/17/26	1,666.00	34-5340-2158
643891	LANDFILL FEES	08/19/26	1,889.72	34-5340-2158
643919	LANDFILL FEES	08/20/26	1,948.20	34-5340-2158
643919	LANDFILL FEES	08/20/26	1,581.68	34-5340-2158
643919	LANDFILL FEES	08/20/26	1,743.52	34-5340-2158
643945	LANDFILL FEES	08/21/26	1,690.48	34-5340-2158
644009	LANDFILL FEES	08/25/26	1,486.48	34-5340-2158
644009	LANDFILL FEES	08/25/26	1,663.28	34-5340-2158
644009	LANDFILL FEES	08/25/26	1,642.20	34-5340-2158
644045	LANDFILL FEES	08/26/26	1,525.92	34-5340-2158
644096	LANDFILL FEES	08/28/26	1,619.08	34-5340-2158
644096	LANDFILL FEES	08/28/26	1,421.20	34-5340-2158
Total CITY OF CASPER:			41,700.32	
CITY OF DOUGLAS-HLTH INS TRN				
080726	HEALTH INSURANCE TRANSFER	08/07/26	61,764.37	10-10000900
Total CITY OF DOUGLAS-HLTH INS TRN:			61,764.37	
CITY OF DOUGLAS-PETTY CASH				
425	REPLENISH PETTY CASH-POLICE ID	08/20/26	10.00	10-5100-3210
426	REPLENISH PETTY CASH-DEEDS	08/27/26	60.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			70.00	
CITY OF DOUGLAS-UTILITY PMNT				
091026	WATER/SEWER/SANITATION	09/10/26	342.92	10-5100-2132
091026	WATER/SEWER/SANITATION	09/10/26	150.32	10-5301-2132
091026	WATER/SEWER/SANITATION	09/10/26	40,457.52	10-5351-2132
091026	WATER/SEWER/SANITATION	09/10/26	31,529.32	10-5352-2132
091026	WATER/SEWER/SANITATION	09/10/26	14,832.35	10-5354-2132
091026	WATER/SEWER/SANITATION	09/10/26	195.92	31-5401-2132
091026	WATER/SEWER/SANITATION	09/10/26	3,432.38	31-5402-2132
091026	WATER/SEWER/SANITATION	09/10/26	295.89	32-5501-2132
091026	WATER/SEWER/SANITATION	09/10/26	37.50	32-5502-2132
091026	WATER/SEWER/SANITATION	09/10/26	419.89	10-5350-2132
18978	LANDFILL CHARGES	07/16/26	30.00	10-5351-3210
18979	LANDFILL FEES	07/16/26	32,425.20	33-5600-2158
19035	LANDFILL CHARGES	08/07/26	30.00	10-5351-3210
19036	LANDFILL FEES	08/07/26	21,441.60	33-5600-2158
19050	LANDFILL FEES	08/14/26	21,916.20	33-5600-2158
19066	BULK WATER	08/14/26	21.72	32-5502-3210
19066	BULK WATER	08/14/26	23.68	10-5305-3210
19066	BULK WATER	08/14/26	28.89	10-5305-3210
19066	BULK WATER	08/14/26	139.86	34-5340-3210
19072	LANDFILL CHARGES	08/21/26	30.00	10-5351-3210
19073	LANDFILL FEES	08/21/26	23,592.60	33-5600-2158
19088	LANDFILL FEES	08/26/26	24,982.20	33-5600-2158
19109	LANDFILL FEES	09/03/26	22,573.80	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			238,929.76	
CIVIC PLUS LLC				
379391	WEBSITE RENEWAL FEE	09/01/26	11,489.59	10-5103-2158
380342	RECREATION MANAGMENT ANNUAL FEE	07/10/26	14,418.00	10-5353-2158
380342-1	CREDIT-RECREATION MANAGEMENT	08/31/26	1,500.00	10-5353-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CIVIC PLUS LLC:			24,407.59	
CIVIL ENGINEERING PROFESSIONAL				
22-043-37	ENGINEERING-WEST RIVER LIFT STATION	08/30/26	297.50	32-5508-2153
22-080-11	ENGINEERING-ANTELOPE CREEK DREDGING	08/30/26	440.37	32-5508-2153
22-080-11	ENGINEERING-ANTELOPE CREEK DREDGING	08/30/26	5,592.13	56-5560-2153
23-013-13	ENGINEERING-S 2ND & 3RD ST	08/30/26	126.99	31-5409-2153
23-013-13	ENGINEERING-S 2ND & 3RD ST	08/30/26	1,740.51	56-5560-2153
24-049-21	ENGINEERING-POOL CONSTRUCTION	08/30/26	877.50	55-5550-2153
24-059-14	ENGINEERING-N 3RD ST	08/30/26	9,639.68	31-5409-2153
24-059-14	ENGINEERING-N 3RD ST	08/30/26	25,035.43	56-5560-2153
25-023-07	ENGINEERING-RICHARDS ST IMP	08/31/26	47,163.16	56-5560-2153
25-2000-11-1	ENGINEERING-WTP WATERLINE TO GRANT	07/29/26	2,446.50	31-5409-2153
25-2000-12	ENGINEERING-WTP WATERLINE TO GRANT	08/30/26	5,521.27	31-5409-2153
25-2000-12	ENGINEERING-WTP WATERLINE TO GRANT	08/30/26	768.18	32-5508-2153
25-2000-12	ENGINEERING-WTP WATERLINE TO GRANT	08/30/26	5,713.32	56-5560-2153
25-2001-07	ENGINEERING-WWTP SEWER LINE REPLACEMENT	08/30/26	920.50	32-5508-2153
25-2007-07	ENGINEERING-WWTP PROCESS METERS	08/30/26	10,645.00	32-5507-2153
25-2009-02	ENGINEERING-SMW SURGE TANK	08/30/26	2,092.50	31-5408-2153
25-2010-03	ENGINEERING-DCC RAW WATER REPLACEMENT DESIGN	08/30/26	1,897.50	65-5650-2153
25-2018-04	ENGINEERING-7.5 ALLEY	08/30/26	1,660.00	31-5409-2153
25-2019-05-1	ENGINEERING-HOBBIT HOLE	07/29/26	986.85	31-5409-2153
25-2019-05-1	ENGINEERING-HOBBIT HOLE	07/29/26	358.02	32-5508-2153
26-2001-01	ENGINEERING-CEMETERY 2 TANK	08/30/26	1,755.00	31-5409-2153
26-2003-02	ENGINEERING-LBES CREEK IMPROVEMENTS	08/30/26	2,962.50	31-5408-2153
26-2005-01	ENGINEERING-FAIRGROUNDS LIFT STATION	08/30/26	1,765.10	32-5508-2153
26-2006-02	ENGINEERING-CHEYENNE TO BIRCH	08/30/26	1,257.50	31-5408-2153
26-2007-02	ENGINEERING-HILLTOP AREA IMPROVEMENTS	08/30/26	3,130.31	31-5409-2153
26-2007-02	ENGINEERING-HILLTOP AREA IMPROVEMENTS	08/30/26	1,507.19	32-5508-2153
26-2008-01	ENGINEERING-1.5 ALLEY IMPROVEMENT	08/30/26	1,080.00	56-5560-2153
Total CIVIL ENGINEERING PROFESSIONAL:			137,380.51	
CLEVERPATH IT				
5102540	SOPHOS LICENSE AGREEMENT	08/01/26	66.00	10-5103-2120
5102720	SOPHOS LICENSE AGREEMENT	09/01/26	57.00	10-5103-2120
Total CLEVERPATH IT:			123.00	
CNA SURETY				
082726	TREASURER BOND RENEWAL	08/27/26	250.00	10-5104-3210
Total CNA SURETY:			250.00	
COMTRONIX/PYE BARKER FIRE & SAFETY				
8612000	ALARM MONITORING	07/01/26	55.00	10-5100-2156
8826102	ALARM MONITORING	08/01/26	55.00	10-5100-2156
8990101	ALARM MONITORING	09/01/26	202.15	10-5100-2156
9054338	LABOR-ACCESS INSTALLATION	08/31/26	2,112.00	10-5100-2155
Total COMTRONIX/PYE BARKER FIRE & SAFETY:			2,424.15	
CONVERSE COUNTY				
082026	JOINT JUSTICE OPERATION EXPENSES	08/20/26	86,492.75	10-5111-8760
082026	JOINT JUSTICE OPERATION EXPENSES	08/20/26	27,243.19	10-5111-8760

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CONVERSE COUNTY:			113,735.94	
CONVERSE COUNTY ANIMAL SHELTER				
082026	RESTITUTION PAYMENT	08/20/26	10.00	10-20000206
2026.17 AUG	FUNDING ALLOCATION AGREEMENT	08/28/26	15,833.33	10-5110-8734
Total CONVERSE COUNTY ANIMAL SHELTER:			15,843.33	
CONVERSE COUNTY CLERK				
2601-CCTS-07	INFORMATION TECHNOLOGY SERVICES	08/07/26	8,333.34	10-5103-2158
2601-CCTS-08	INFORMATION TECHNOLOGY SERVICES	09/08/26	8,333.34	10-5103-2158
Total CONVERSE COUNTY CLERK:			16,666.68	
CONVERSE COUNTY SHERIFF				
072026	BOOKING FEES	07/31/26	82.50	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			82.50	
CORE & MAIN				
INV0035067	CURB KEY W/ EXTENSIONS	08/21/26	268.80	31-5401-3210
INV0035067	SHIPPING	08/21/26	25.30	31-5401-3210
Z346178	METER ENDS	07/17/26	206.64	31-5403-3220
Z479384	WATER PIPE	07/31/26	336.00	31-5402-3210
Z479384	CURB STOPS	07/31/26	1,372.64	31-5402-3210
Z577904	CORP STOPS	08/21/26	1,716.96	31-5402-3210
Z585381	CURB BOX	08/16/26	1,091.50	31-5402-3210
Z585381	CURB BOX	08/16/26	308.58	31-5402-3210
Z585381	SS RODS	08/16/26	1,157.13	31-5402-3210
Z585381	SHUTOFF KEY	08/16/26	266.55	31-5402-3210
Total CORE & MAIN:			6,750.10	
COY, DEBRA J				
082726	JANITORIAL SERVICES	08/27/26	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
CROELL REDI MIX				
1103480	PEA ROCK	07/08/26	156.26	31-5402-3210
Total CROELL REDI MIX:			156.26	
DARKTRACE HOLDINGS LIMITED				
DTGBR01-1005234	EMAIL SECURITY	07/07/26	21,501.00	10-5103-2158
Total DARKTRACE HOLDINGS LIMITED:			21,501.00	
DBC IRRIGATION SUPPLY				
S6510284.001	ROTOR	08/06/26	2,098.88	10-5351-3210
Total DBC IRRIGATION SUPPLY:			2,098.88	
DOUGLAS COMMUNITY CLUB				
071326-JUL	FUNDING ALLOCATION AGREEMENT	07/31/26	8,333.34	10-5110-8702

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total DOUGLAS COMMUNITY CLUB:			8,333.34	
DOUGLAS GROCERY				
2875	CHEESE	08/12/26	4.29	10-5350-2123
2875	ICE	08/12/26	2.99	10-5350-2123
2875	BUNS/BEANS/POP	08/12/26	55.45	10-5350-2123
2875	BURGERS/HOT DOGS	08/12/26	58.22	10-5350-2123
2875	UTENSILS/CHARCOAL/LIGHTER FLUID	08/12/26	26.20	10-5350-2123
2875	DISCOUNT	08/12/26	8.89	10-5350-2123
5344	HOT DOG/HAMBURGER BUNS-STAFF ENGAGEMENT SUMMER	08/21/26	71.80	10-5100-3210
5344	HOT DOG/HAMBURGERS-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	215.13	10-5100-3210
Total DOUGLAS GROCERY:			425.19	
DOUGLAS HARDWARE HANK LLC				
378582	SUMP PUMP	07/13/26	229.99	31-5401-3210
378617	SUMP PUMP	07/15/26	219.99	31-5401-3210
378669	BATTERY	07/20/26	9.99	31-5402-3210
378677	UNION SOLVENT	07/20/26	89.90	31-5401-3210
378721	FUNNEL	07/23/26	34.99	31-5401-3210
378791	FASTENERS	07/30/26	5.79	31-5402-3210
378791	FASTENERS	07/30/26	5.49	31-5402-3210
378791	FASTENERS	07/30/26	11.99	31-5402-3210
378854	TAPE-PARADE FLOAT	08/04/26	13.29	10-5100-3210
378859	FASTENERS	08/05/26	2.78	34-5340-3210
378859	NYLON LINE	08/05/26	17.99	34-5340-3210
378866	CANNED AIR	08/05/26	19.99	33-5600-3210
378869	FASTENERS	08/05/26	5.34	34-5340-3210
378871	CLEANER	08/06/26	101.94	10-5305-3210
378872	COUPLING	08/06/26	3.99	31-5402-3210
378872	BUSHING	08/06/26	2.59	31-5402-3210
378872	PLUG	08/06/26	2.99	31-5402-3210
378872	PIPE	08/06/26	17.99	31-5402-3210
378891	GRAPPLER	08/07/26	3.59	10-5305-3210
378912	ROLLER	08/10/26	15.98	10-5305-3210
378912	WATER	08/10/26	6.99	10-5305-3210
378923	HOSE CLAMPS	08/11/26	7.78	31-5401-3210
378930	TOILET PLUNGER	08/12/26	28.77	10-5100-3210
378931	COOLER	08/12/26	59.99	10-5350-3210
378938	SNAP BOLT	08/12/26	6.59	10-5351-3210
378959	FASTENERS-FLOAT	08/14/26	8.29	10-5100-3210
378960	GLASS CLEANER	08/14/26	19.95	10-5305-3210
379063	YELLOW JACKET TRAP	08/27/26	14.99	10-5351-3210
379063	FLY CATCHERS	08/27/26	3.59	10-5351-3210
379117	FLY TRAP	09/02/26	29.97	10-5302-3210
83582	TIMBER OIL	08/17/26	247.96	10-5351-3210
K78440	PLUG	07/02/26	4.59	31-5401-3210
Total DOUGLAS HARDWARE HANK LLC:			1,256.05	
DTI TRUCKS				
17926D	WATER TRUCK	08/28/26	120,000.00	47-5470-6548
Total DTI TRUCKS:			120,000.00	
DXP ENTERPRISES				
56027488	LOWER BEARING REPLACEMENT	08/26/26	2,730.00	32-5501-2155

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
56034055	GRUND SUB PUMP	08/28/26	6,417.00	31-5401-3210
56034055	FREIGHT	08/28/26	295.00	31-5401-3210
Total DXP ENTERPRISES:			9,442.00	
ENERGY LABORATORIES INC				
795385	PILOT SAMPLING	07/07/26	217.00	31-5405-6544
796721	WATER SAMPLING	07/10/26	152.00	31-5401-2158
798910	WATER SAMPLING	07/17/26	114.00	31-5401-2158
799505	WASTEWATER SAMPLING	07/21/26	438.00	32-5501-2158
799859	PILOT SAMPLING	07/22/26	108.00	31-5405-6544
799860	PILOT SAMPLING	07/22/26	73.00	31-5405-6544
799861	WASTEWATER SAMPLING	07/22/26	368.00	32-5501-2158
799862	WATER SAMPLING	07/22/26	513.00	31-5401-2158
801272	WASTEWATER SAMPLING	07/28/26	118.00	32-5501-2158
801960	WASTEWATER SAMPLING	07/31/26	63.00	32-5501-2158
801976	PILOT SAMPLING	07/31/26	73.00	31-5405-6544
801982	WATER SAMPLING	07/31/26	114.00	31-5401-2158
803305	WATER SAMPLING	08/05/26	114.00	31-5401-2158
803464	PILOT SAMPLING	08/06/26	2,298.00	31-5405-6544
805990	WATER SAMPLING	08/17/26	117.00	31-5401-2158
805992	SAMPLING-WTP INTAKE	08/17/26	118.00	31-5405-6544
806000	WATER SAMPLING	08/17/26	513.00	31-5401-2158
806480	WASTEWATER SAMPLING	08/19/26	448.00	32-5501-2158
806494	WASTEWATER SAMPLING	08/19/26	378.00	32-5501-2158
806796	WATER SAMPLING	08/20/26	152.00	31-5401-2158
810339	WATER SAMPLING	09/02/26	63.00	31-5401-2158
Total ENERGY LABORATORIES INC:			6,552.00	
FALCON CONSTRUCTION LLC				
25-2020-5	RETAINAGE RELEASE-N 2ND ST FACADE REMOVAL	08/06/26	19,868.25	41-20000210
Total FALCON CONSTRUCTION LLC:			19,868.25	
FIRE SUPPRESSION AUTHORITY				
2026-8 JUL	FUNDING ALLOCATION AGREEMENT	08/10/26	49,796.70	10-5111-8744
Total FIRE SUPPRESSION AUTHORITY:			49,796.70	
FLOYD'S TRUCK CENTER WY				
DE-02207	DUMP TRUCK	09/09/26	120,000.00	47-5470-6547
DE-02207	DUMP TRUCK	09/09/26	185,826.00	47-5470-6548
Total FLOYD'S TRUCK CENTER WY:			305,826.00	
FORGE MUNICIPAL CONSULTING LLC				
3-2026	CITY MANAGER SEARCH AGREEMENT	08/07/26	5,650.60	10-5100-2158
Total FORGE MUNICIPAL CONSULTING LLC:			5,650.60	
FORSGREN ASSOCIATES INC				
948	WATER CONSULTANT SERVICES	08/31/26	2,655.00	31-5408-2158
Total FORSGREN ASSOCIATES INC:			2,655.00	
FREEDOM MAILING SERVICE				
53587	UTILITY BILLING MAILING SERVICE	08/05/26	663.22	31-5400-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
53587	UTILITY BILLING MAILING SERVICE	08/05/26	428.33	32-5500-2158
53587	UTILITY BILLING MAILING SERVICE	08/05/26	290.15	33-5600-2158
Total FREEDOM MAILING SERVICE:			1,381.70	
GATHERING INC				
27-JUL	FUNDING ALLOCATION AGREEMENT	08/18/26	2,020.77	10-5110-8730
Total GATHERING INC:			2,020.77	
GAY, LANNY				
082726	TREE TRIMMING REIMBURSEMENT	08/27/26	800.00	10-5351-2158
Total GAY, LANNY:			800.00	
GH PHIPPS WYOMING LLC				
25JW093-13	DOUGLAS COMMUNITY CENTER	08/31/26	1,011,611.54	57-5571-6542
25JW093-13	RETAINAGE-DOUGLAS COMMUNITY CENTER	08/31/26	50,580.58	57-20000210
Total GH PHIPPS WYOMING LLC:			961,030.96	
GOODYEAR TIRE & RUBBER CO				
117-1058341	TIRES	09/03/26	1,210.68	33-5600-3210
177-1058254	TIRES	07/28/26	2,800.00	33-5600-3210
Total GOODYEAR TIRE & RUBBER CO:			4,010.68	
GOPHER SPORT				
IN533581	YOGA MATS	08/16/26	429.00	57-5571-6542
IN533581	BAND PACK	08/16/26	699.00	57-5570-6542
IN533581	VEST SET	08/16/26	999.00	57-5571-6542
IN533581	JUMP ROPE PACK	08/16/26	399.00	57-5571-6542
IN533581	SHIPPING	08/16/26	290.30	57-5570-6542
Total GOPHER SPORT:			2,816.30	
GRANITE TELECOMMUNICATIONS				
091026	TELEPHONE SERVICES	09/10/26	680.08	10-5100-2134
091026	TELEPHONE SERVICES	09/10/26	333.19	10-5301-2134
091026	TELEPHONE SERVICES	09/10/26	666.39	32-5501-2134
Total GRANITE TELECOMMUNICATIONS:			1,679.66	
HACH COMPANY				
15086322	FREE CL2 REAGENT SET	07/16/26	1,223.85	31-5401-3210
15086322	FREE CL2 REFILL VIAL	07/16/26	280.80	31-5401-3210
15086322	TOTAL CL2 REFILL VIAL	07/16/26	76.29	31-5401-3210
15086322	VIAL STAND	07/16/26	108.78	31-5401-3210
15086322	SHIPPING	07/16/26	16.58	31-5401-3210
15086322	PH ELECTRODE SOLUTION	07/16/26	61.79	32-5501-3210
15086322	FREE CL2 REFILL VIAL	07/16/26	70.20	32-5501-3210
15086322	TOTAL CL2 REFILL VIAL	07/16/26	305.16	32-5501-3210
15086322	ORP SOLUTION	07/16/26	92.19	32-5501-3210
15086322	SHIPPING	07/16/26	16.57	32-5501-3210
Total HACH COMPANY:			2,252.21	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
HAWKINS INC				
7494192	CYLINDERS	07/15/26	230.00	31-5401-3210
7496582	MURATIC ACID	07/15/26	176.00	10-5354-3210
7496582	CYANURIC ACID	07/15/26	257.50	10-5354-3210
7496582	SHIPPING	07/15/26	56.50	10-5354-3210
7498014	AZONE	07/15/26	150.00	31-5405-6544
7498014	AZONE	07/15/26	337.50	31-5405-6544
7498014	CITRIC ACID	07/15/26	166.10	31-5405-6544
7498014	FREIGHT/FUEL	07/15/26	60.50	31-5405-6544
7506096	CHLORINE/SULFUR DIOXIDE	07/22/26	4,466.65	32-5501-3210
7513712	AQUA HAWK	07/29/26	3,734.57	31-5405-6544
7527231	MURATIC ACID	07/31/26	264.00	10-5354-3210
7527231	CYANURIC ACID	07/31/26	515.00	10-5354-3210
7527231	SHIPPING	07/31/26	56.50	10-5354-3210
7527240	AZONE	07/31/26	112.50	31-5405-6544
7527240	MURATIC ACID	07/31/26	44.00	31-5405-6544
7527240	SODIUM HYDROXIDE	07/31/26	130.50	31-5405-6544
7527240	HAND PUMP	07/31/26	235.00	31-5405-6544
7527240	SHIPPING	07/31/26	60.50	31-5405-6544
7533582	CYLINDERS	08/15/26	180.00	31-5401-3210
7548726	CHLORINE CYLINDERS	08/26/26	1,029.78	31-5401-3210
7548726	FREIGHT/FUEL	08/26/26	42.50	31-5401-3210
7548726	CHLORINE CYLINDERS	08/26/26	1,373.04	32-5501-3210
7548726	SULFUR DIOXIDE CYLINDERS	08/26/26	649.50	32-5501-3210
7548726	FREIGHT/FUEL	08/26/26	30.00	32-5501-3210
Total HAWKINS INC:			14,358.14	
HDR ENGINEERING INC				
1200818801-1	WATER TREATMENT PLANT PRELIMINARY DESIGN	04/15/26	235.43	31-5405-6544
1200841571-1	WATER TREATMENT PLANT PRELIMINARY DESIGN	07/07/26	1,757.69	31-5405-6544
1200852725	WATER TREATMENT PLANT PRELIMINARY DESIGN	08/07/26	10,681.35	31-5405-6544
Total HDR ENGINEERING INC:			12,674.47	
HOMAX OIL SALES INC				
0759252-IN	DIESEL	08/04/26	1,544.12	34-5340-3235
0760072-IN	DIESEL	08/11/26	1,701.89	34-5340-3235
0760749-IN	DIESEL	08/18/26	2,457.80	34-5340-3235
0761728-IN	DIESEL	08/25/26	2,052.65	34-5340-3235
0762439-IN	MOTOR OIL	09/01/26	850.30	10-5302-3237
0762439-IN	OIL	09/01/26	968.55	10-5302-3237
0762439-IN	DRUM DEPOSIT	09/01/26	50.00	10-5302-3237
0762439-IN	DRUM CREDIT	09/01/26	40.00	10-5302-3237
CL42394	FUEL	07/31/26	56.72	10-5100-3235
CL42394	FUEL	07/31/26	51.70	10-5201-3235
CL42394	FUEL	07/31/26	3,668.71	10-5202-3235
CL42394	FUEL	07/31/26	63.52	10-5302-3235
CL42394	FUEL	07/31/26	1,956.14	10-5351-3235
CL42394	FUEL	07/31/26	3,287.48	10-5305-3235
CL42394	FUEL	07/31/26	838.13	10-5352-3235
CL42394	FUEL	07/31/26	209.04	31-5401-3235
CL42394	FUEL	07/31/26	687.67	31-5402-3235
CL42394	FUEL	07/31/26	258.44	31-5403-3235
CL42394	FUEL	07/31/26	209.03	32-5501-3235
CL42394	FUEL	07/31/26	687.63	32-5502-3235
CL42394	FUEL	07/31/26	2,707.38	33-5600-3235
CL42394	FUEL	07/31/26	391.94	34-5340-3235

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
CL42394	FUEL	07/31/26	136.98	10-5301-3235
CL42394	FUEL	07/31/26	107.92	10-5350-3235
CL42893	FUEL	08/31/26	180.07	10-5100-3235
CL42893	FUEL	08/31/26	86.61	10-5106-3235
CL42893	FUEL	08/31/26	4,346.25	10-5202-3235
CL42893	FUEL	08/31/26	533.75	10-5302-3235
CL42893	FUEL	08/31/26	2,026.52	10-5351-3235
CL42893	FUEL	08/31/26	3,726.38	10-5305-3235
CL42893	FUEL	08/31/26	602.53	10-5352-3235
CL42893	FUEL	08/31/26	185.92	31-5401-3235
CL42893	FUEL	08/31/26	994.64	31-5402-3235
CL42893	FUEL	08/31/26	110.31	31-5403-3235
CL42893	FUEL	08/31/26	185.92	32-5501-3235
CL42893	FUEL	08/31/26	994.63	32-5502-3235
CL42893	FUEL	08/31/26	2,612.75	33-5600-3235
CL42893	FUEL	08/31/26	595.60	34-5340-3235
CL42893	FUEL	08/31/26	133.54	10-5301-3235
CL42893	FUEL	08/31/26	146.40	10-5350-3235
Total HOMAX OIL SALES INC:			42,365.56	
HOTEL LABONTE				
292-849-831	LODING-4TH OF JULY CELEBRATION	07/05/26	150.00	10-5100-2123
810-349-021	LODING-4TH OF JULY CELEBRATION	07/05/26	150.00	10-5100-2123
939-296-252	LODING-4TH OF JULY CELEBRATION	07/05/26	135.00	10-5100-2123
Total HOTEL LABONTE:			435.00	
HYDROPOINT & DATA SYSTEMS INC				
184389	SERVCE AGREEMENT-IRRIGATION CONTROLLERS	08/11/26	1,245.00	10-5351-2156
184389	SERVCE AGREEMENT-IRRIGATION CONTROLLERS	08/11/26	103.75	10-5351-2156
184389	SERVCE AGREEMENT-IRRIGATION CONTROLLERS	08/11/26	1,077.00	10-5352-2156
Total HYDROPOINT & DATA SYSTEMS INC:			2,425.75	
INTERNAL REVENUE SERVICE				
080726	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/07/26	20,450.41	10-20000222
080726	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/07/26	28,214.01	10-20000223
080726	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/07/26	6,598.44	10-20000223
081126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/11/26	12,556.74	10-20000222
081126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/11/26	5,474.04	10-20000223
081126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/11/26	1,280.22	10-20000223
082126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/21/26	21,323.70	10-20000222
082126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/21/26	28,427.30	10-20000223
082126	PAYROLL DEDUCTION-941 TAX DEPOSIT	08/21/26	6,648.32	10-20000223
Total INTERNAL REVENUE SERVICE:			130,973.18	
INTL ASSOC OF CHIEFS OF POLICE				
081226	REGISTRATION	08/12/26	500.00	10-5201-2122
081226-1	REGISTRATION	08/12/26	500.00	10-5202-2122
081226-2	REGISTRATION	08/12/26	500.00	10-5202-2122
Total INTL ASSOC OF CHIEFS OF POLICE:			1,500.00	
JERRYS WELDING SERVICE				
37087	COLLAR	07/31/26	5.24	34-5340-3210
37087	ANGLE	07/31/26	4.38	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
37087	LABOR-TANK REPAIR	07/31/26	120.00	34-5340-3210
37200	FLAT	08/13/26	57.20	34-5340-3210
37200	CUTTING	08/13/26	3.00	34-5340-3210
37225	LABOR-LANDING GEAR PLATE REBUILD	08/18/26	640.00	34-5340-2155
37225	PLATE	08/18/26	247.52	34-5340-2155
8538	CRACKED PIPE REPAIR	08/21/26	135.00	10-5351-2155
Total JERRYS WELDING SERVICE:			1,212.34	
JTL GROUP/DBA KNIFE RIVER, INC				
25-023-5	RICHARDS STREET IMPROVEMENT PROJECT	08/31/26	289,391.10	56-5560-6544
25-023-5	RETAINAGE-RICHARDS STREET IMPROVEMENT PROJECT	08/31/26	14,469.56-	56-20000210
384431	ASPHALT	08/11/26	1,059.84	10-5305-2155
Total JTL GROUP/DBA KNIFE RIVER, INC:			275,981.38	
L N CURTIS & SONS				
INV1092484	HARDWIRE PANELS	07/24/26	1,268.00	10-5202-3233
INV1092484	VEST CARRIERS	07/24/26	303.75	10-5202-3233
INV1095517	HARDWIRE PANELS	07/31/26	5,072.00	10-5202-3233
INV1095517	VEST CARRIERS	07/31/26	911.25	10-5202-3233
INV1095517	VEST CARRIERS	07/31/26	129.00	10-5202-3233
INV1095517	PATCHES	07/31/26	27.00	10-5202-3233
Total L N CURTIS & SONS:			7,711.00	
LARAMIE RANGE WATER TREATMENT & PLUMBING				
LW2122628	WATER	08/03/26	8.00	34-5340-3210
LW2122628	DELIVERY	08/03/26	5.00	34-5340-3210
LW2272600	WATER	08/26/26	63.00	34-5340-3210
LW2272600	DELIVERY	08/26/26	5.00	34-5340-3210
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			81.00	
LAWSON PRODUCTS				
9313664771	HEX CAP SCREW	07/27/26	14.78	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	9.23	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	11.90	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	13.78	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	18.03	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	22.30	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	23.64	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	12.11	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	15.18	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	19.67	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	22.77	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	30.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	33.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	35.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	39.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	18.55	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	23.27	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	14.75	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	19.25	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	22.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	25.00	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	24.00	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	16.50	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
9313664771	HEX CAP SCREW	07/27/26	24.50	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	27.25	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	30.00	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	35.00	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	36.75	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	30.00	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	31.25	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	36.75	10-5302-3210
9313664771	HEX CAP SCREW	07/27/26	40.75	10-5302-3210
Total LAWSON PRODUCTS:			778.46	
LAWSON, ROBERT/DEANNA				
072426	UTILITY DEPOSIT REFUND	07/24/26	191.96	96-20000229
072426-1	UTILITY DEPOSIT REFUND	07/24/26	141.96	96-20000229
Total LAWSON, ROBERT/DEANNA:			333.92	
LEAVITT GROUP				
1168829	INSURANCE-VEHICLE COVERAGE	08/03/26	756.00	10-5100-2157
Total LEAVITT GROUP:			756.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100336468-JUL	ACCURINT INFORMATION SERVICES	07/31/26	115.93	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			115.93	
LOENBRO				
430804-33	VFD REWIRING	07/15/26	1,134.00	10-5351-2155
432061-33	CLEARFIELD TANK REPAIR	08/28/26	522.50	31-5402-2155
432064-33	TEMPORARY POWER-OZONE GENERATOR	08/28/26	9,460.49	31-5405-6544
Total LOENBRO:			11,116.99	
MASA				
080726	PAYROLL DEDUCTION	08/07/26	399.00	10-20000225
Total MASA:			399.00	
MERITAIN HEALTH				
082126	HEALTH INSURANCE PREMIUM	08/21/26	105,526.42	39-5390-1023
082126	ADMINISTRATION FEES	08/21/26	6,696.86	39-5390-1058
Total MERITAIN HEALTH:			112,223.28	
METLIFE				
080726	PAYROLL DEDUCTION	08/07/26	1,296.49	39-5390-1023
Total METLIFE:			1,296.49	
MICHAELS FENCE & SUPPLY INC				
01758098	POOL FENCE PRIVACY SLATS	07/20/26	6,184.64	55-5550-6544
Total MICHAELS FENCE & SUPPLY INC:			6,184.64	
MIDLAND IMPLEMENT CO				
352786003	WINDSHIELD	08/17/26	368.30	10-5351-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
352786003	SEAL	08/17/26	64.37	10-5351-3210
352786003	FREIGHT	08/17/26	119.60	10-5351-3210
361235002	STEERING VALVE ASSEMBLY	08/19/26	890.21	10-5351-3210
361235002	FREIGHT	08/19/26	28.53	10-5351-3210
Total MIDLAND IMPLEMENT CO:			1,471.01	
MISSION SQUARE RETIREMENT				
080726	Payroll Deduction	08/07/26	8,725.19	10-20000224
082126	Payroll Deduction	08/21/26	13,171.60	10-20000224
Total MISSION SQUARE RETIREMENT:			21,896.79	
MOTOROLA SOLUTIONS INC				
1411258946	VIDEO SYSTEM ANNUAL LICENSE	06/21/26	243.75	10-5202-3220
8230593528	DEVICE PROGRAMMING	08/14/26	157.14	47-5470-6547
8230593529	DEVICE PROGRAMMING	08/17/26	157.14	47-5470-6547
8282377281	PORTABLE RADIOS	08/05/26	23,317.00	47-5470-6547
8282377416	ACCESSORIES	08/05/26	1,505.88	47-5470-6547
8282378279	MOBILE RADIOS	08/07/26	12,970.20	47-5470-6547
8282378517	MOBILE RADIOS	08/07/26	6,485.10	10-5202-3220
Total MOTOROLA SOLUTIONS INC:			44,836.21	
MOUNTAIN STATES LITHOGRAPHING				
260855	BUSINESS CARDS	07/01/26	62.10	10-5202-3210
260980	POLICE TAGS	07/28/26	108.04	10-5202-3210
Total MOUNTAIN STATES LITHOGRAPHING:			170.14	
NEW YORK LIFE				
080726	PAYROLL DEDUCTION	08/07/26	498.56	39-5390-1023
Total NEW YORK LIFE:			498.56	
NORCO INC				
47456966	GLOVES	07/30/26	63.24	32-5502-3210
47470914	GLOVES	07/31/26	18.85	10-5352-3210
47470914	KITCHEN TOWELS	07/31/26	51.43	10-5352-3210
47470914	GLASS CLEANER	07/31/26	4.57	10-5352-3210
47470914	TRASH BAGS	07/31/26	117.20	10-5352-3210
47470914	DELIVERY	07/31/26	19.50	10-5352-3210
47554817	KITCHEN TOWELS	08/07/26	72.67	34-5340-3210
47554817	RAGS	08/07/26	174.67	34-5340-3210
47555241	SAFETY GLASSES	08/07/26	20.54	10-5352-3210
47555241	DELIVERY	08/07/26	19.50	10-5352-3210
47584099	FOAM SOAP	08/11/26	280.29	10-5353-3210
47584099	SOAP	08/11/26	58.69	10-5353-3210
47584099	TOILET PAPER	08/11/26	386.15	10-5353-3210
47584099	PAPER TOWELS	08/11/26	100.00	10-5353-3210
47615331	BOWL CLEANER	08/14/26	4.32	10-5351-3210
47636824	LENS CLEANER	08/17/26	23.94	31-5402-3210
47636824	GLOVES	08/17/26	42.16	31-5402-3210
47742026	COMPRESSED GAS	08/28/26	59.78	34-5340-3210
47742026	PLASTIC MAG LENS	08/28/26	27.89	34-5340-3210
47742026	DELIVERY	08/28/26	19.50	34-5340-3210
47793211	TOILET TISSUE	09/01/26	94.25	10-5352-3210
47793211	DELIVERY	09/01/26	19.50	10-5352-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
47793211	FUEL SURCHARGE	09/01/26	9.50	10-5352-3210
Total NORCO INC:			1,688.14	
NORMONT EQUIPMENT COMPANY				
36207	CRACK SEAL	07/22/26	8,547.53	10-5305-3210
Total NORMONT EQUIPMENT COMPANY:			8,547.53	
NYSTUL, CLINT				
082626	LODGING REIMBURSEMENT	08/26/26	414.30	10-5302-2123
Total NYSTUL, CLINT:			414.30	
O'BRIEN, JOANN				
822973	REIMBURSEMENT-FUEL	08/06/26	43.23	10-5106-2123
Total O'BRIEN, JOANN:			43.23	
ONE CALL OF WYOMING				
80594	UTILITY LOCATES	08/10/26	259.87	31-5402-2120
80594	UTILITY LOCATES	08/10/26	259.88	32-5502-2120
80595	UTILITY LOCATES	08/10/26	11.55	10-5351-2120
Total ONE CALL OF WYOMING:			531.30	
O'REILLY AUTOMOTIVE INC				
373951	CLEANING BRUSH	08/11/26	8.99	10-5305-3210
373951	CLEANING BRUSH	08/11/26	9.99	10-5305-3210
382225	INTERIOR CLEANER	07/31/26	11.99	31-5402-3210
382689	SPARK PLUG	08/03/26	6.79	10-5351-3210
382855	DETAIL KIT	08/04/26	27.99	10-5305-3210
382856	CAR WASH	08/04/26	20.97	10-5302-3210
382998	CONTROL KNOB	08/05/26	16.94	10-5302-3210
383175	RETURN-CONTROL KNOB	08/06/26	16.94	10-5302-3210
383175	RETURN-MOUNT PASTE	08/06/26	51.19	10-5302-3210
383282	BRAKE CLEANER	08/07/26	44.28	10-5305-3210
383865	ACTUATOR	08/11/26	288.15	31-5402-3210
383882	PIPE EXPANDER	08/11/26	47.99	10-5302-3220
384031	WASHER PUMP	08/12/26	35.19	31-5402-3210
384790	MICRO V-BELT	08/17/26	27.96	10-5305-3210
384790	IDLER PULLEY	08/17/26	35.80	10-5305-3210
384831	SENSOR	08/17/26	99.81	10-5202-3210
384932	AIR PLUGS	08/18/26	3.72	10-5302-3210
386008	HEPA FILTER	08/25/26	14.23	10-5302-3210
386008	AIR FILTER	08/25/26	22.45	10-5302-3210
386368	FUEL FILTER	08/27/26	9.90	10-5302-3210
386944	MOTOR OIL	08/31/26	50.36	10-5302-3237
389086	BATTERY	08/25/26	109.08	10-5351-3210
Total O'REILLY AUTOMOTIVE INC:			824.45	
PARTSONE LLC				
83086	TIRE SOAP	07/31/26	25.22	10-5302-3210
83086	PASTE BRUSH	07/31/26	22.82	10-5302-3210
83224	OIL FILTER	08/03/26	30.70	10-5302-3210
83239	SHOP LIGHTS	08/03/26	299.97	10-5302-3220
83801	EXHAUST PIPE	08/11/26	16.64	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
83973	TOOL STATION	08/13/26	34.99	10-5302-3220
84063	RETURN-TOOL STATION	08/14/26	34.99	10-5302-3220
84064	OIL ABSORBANT	08/14/26	50.97	10-5302-3210
84158	OIL CHANGE MACHINE	08/15/26	324.99	10-5302-3220
84210	SOCKET SET	08/17/26	114.99	10-5302-3210
84316	BELT STRETCHER	08/18/26	33.99	10-5302-3210
84372	AIR REGULATOR	08/19/26	49.19	10-5302-3220
84709	OIL FUNNEL	08/24/26	21.03	10-5302-3220
84798	OXXY JUICE	08/25/26	188.98	10-5302-3237
84805	WIRING	08/25/26	31.49	10-5351-3210
84806	WIRING	08/25/26	39.50	10-5351-3210
84914	GLOVES	08/26/26	25.32	10-5302-3210
85092	CREEPER SEAT	08/27/26	79.54	10-5302-3220
Total PARTSONE LLC:			1,355.34	
PAYMENTECH				
081226	RECORD CREDIT CARD PROCESSING FEE	08/12/26	478.89	31-5400-2158
081226	RECORD CREDIT CARD PROCESSING FEE	08/12/26	309.29	32-5500-2158
081226	RECORD CREDIT CARD PROCESSING FEE	08/12/26	209.52	33-5600-2158
081226	RECORD CREDIT CARD PROCESSING FEE	08/12/26	76.25	10-5106-2158
Total PAYMENTECH:			1,073.95	
PEASLEY & ARMSTRONG LLP				
2625	LEGAL SERVICES	08/11/26	3,620.00	10-5100-2151
2625	LEGAL SERVICES	08/11/26	1,270.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			4,890.00	
PINE RIDGE STRUCTURES				
072026	POOL SHED	07/20/26	4,160.00	55-5550-6544
Total PINE RIDGE STRUCTURES:			4,160.00	
PLATTE COUNTY LOCKSMITH SERVICES				
080326	KEYS	08/03/26	297.95	10-5301-3210
Total PLATTE COUNTY LOCKSMITH SERVICES:			297.95	
PRAIRIE PRODUCTIONS				
256	DUMPSTER REPAIR	08/20/26	9,450.00	33-5600-2158
Total PRAIRIE PRODUCTIONS:			9,450.00	
PTOLEMY GROUP INC				
14368	OFFICE 365	08/03/26	1,905.30	10-5103-2158
14556	MICROSOFT PROJECT PLAN	09/01/26	1,905.30	10-5103-2158
Total PTOLEMY GROUP INC:			3,810.60	
QUILL CORPORATION				
49859883	PAPER	08/05/26	114.50	10-5100-3201
49859883	SPOONS	08/05/26	50.57	10-5100-3230
49859883	PLATES	08/05/26	124.07	10-5100-3230
49933083	PAPER	08/12/26	129.80	10-5100-3201

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total QUILL CORPORATION:			418.94	
RADDCO LLC				
1137114	AIR FILTER	08/31/26	7.98	10-5302-3210
1137114	AIR FILTER	08/31/26	12.25	10-5302-3210
135248	CABIN FILTER	08/03/26	16.34	10-5302-3210
135248	FUEL FILTER	08/03/26	14.70	10-5302-3210
135248	CABIN FILTER	08/03/26	38.62	10-5302-3210
135249	HAND SOAP	08/03/26	41.15	10-5302-3210
135279	SPARK PLUGS	08/03/26	17.88	10-5351-3210
135282	AIR FILTER	08/03/26	85.44	10-5302-3210
135282	AIR FILTER	08/03/26	86.20	10-5302-3210
135356	OIL FILTER	08/04/26	19.70	10-5302-3210
135408	AIR FILTER	08/05/26	7.53	10-5302-3210
135409	OIL FILTER	08/05/26	79.52	10-5302-3210
135466	DETAIL WIPES	08/06/26	7.76	10-5305-3210
135479	JB WELD EPOXY	08/06/26	9.99	31-5402-3210
135480	JB WELD EPOXY	08/06/26	24.14	31-5402-3210
135631	FUSE HOLDER	08/07/26	3.70	34-5340-3210
135679	RUBBER ADHESIVE	08/10/26	2.06	10-5305-3210
135793	CABIN FILTER	08/11/26	10.00	10-5302-3210
135794	DRAIN PLUG	08/11/26	5.78	10-5202-3210
135797	AIR FILTER	08/11/26	11.81	10-5302-3210
135806	WIPER BLADES	08/11/26	24.88	10-5202-3210
135820	EXHAUST CLAMP	08/11/26	5.23	31-5402-3210
135839	SPRAY PAINT	08/11/26	58.68	10-5305-3210
135848	CLEANING BRUSH	08/11/26	7.23	10-5305-3210
135848	CLEANING BRUSH	08/11/26	9.62	10-5305-3210
135848	CLEANING BRUSH	08/11/26	8.99	10-5305-3210
135849	RETURN-CLEANING BRUSH	08/11/26	7.23-	10-5305-3210
135849	RETURN-CLEANING BRUSH	08/11/26	9.62-	10-5305-3210
135862	CLEANING WIPES	08/11/26	7.76	10-5302-3210
135871	CLEANING BRUSH	08/12/26	7.23	10-5302-3210
135871	CLEANING BRUSH	08/12/26	9.62	10-5302-3210
135988	TUFF STUFF CLEANER	08/13/26	6.13	10-5351-3210
136080	WIPER BLADES	08/14/26	45.34	10-5106-3210
1361565	FUEL FILTER	08/17/26	5.06	10-5302-3210
1361565	FUEL/WATER SEPARATOR	08/17/26	34.18	10-5302-3210
1361565	OIL FILTER	08/17/26	4.00	10-5302-3210
1361565	LUBE	08/17/26	92.49	10-5302-3210
1361565	FUEL ELEMENT	08/17/26	23.40	10-5302-3210
1361565	AIR FILTER	08/17/26	23.42	10-5302-3210
1361565	FUEL FILTER	08/17/26	14.70	10-5302-3210
1361565	AIR FILTER	08/17/26	26.74	10-5302-3210
1361565	OIL FILTER	08/17/26	16.80	10-5302-3210
1361565	LUBE	08/17/26	6.87	10-5302-3210
1361565	LUBE	08/17/26	21.18	10-5302-3210
1361565	FUEL FILTER	08/17/26	6.62	10-5302-3210
1361565	LUBE	08/17/26	29.55	10-5302-3210
1361565	FUEL FILTER	08/17/26	101.80	10-5302-3210
1361565	OIL FILTER	08/17/26	16.80	10-5302-3210
1361565	LUBE	08/17/26	79.52	10-5302-3210
1361565	FUEL FILTER	08/17/26	15.08	10-5302-3210
1361565	FUEL FILTER	08/17/26	20.42	10-5302-3210
1361565	OIL FILTER	08/17/26	9.20	10-5302-3210
1361565	LUBE	08/17/26	69.10	10-5302-3210
1361565	FUEL FILTER	08/17/26	245.25	10-5302-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
1361565	OIL FILTER	08/17/26	27.12	10-5302-3210
1361565	OIL FILTER	08/17/26	16.00	10-5302-3210
1361565	AIR FILTER	08/17/26	33.21	10-5302-3210
136167	CABIN FILTER	08/17/26	15.58	10-5302-3210
136167	CABIN FILTER	08/17/26	18.12	10-5302-3210
136180	WIPER BLADES	08/17/26	15.87	10-5202-3210
136251	BELT	08/18/26	16.40	10-5202-3210
136251	BELT TOOLS	08/18/26	21.52	10-5302-3220
136254	COUPLER	08/18/26	6.48	10-5302-3210
136257	BATTERY	08/18/26	172.34	10-5202-3210
136260	RETURN-CORE CHARGE	08/18/26	22.00-	10-5202-3210
136332	DRILL BIT	08/19/26	36.72	10-5302-3220
136337	RETURN-BELT TOOLS	08/19/26	21.52-	10-5302-3220
136402	GLASS CLEANER	08/20/26	41.94	10-5302-3210
136417	AIR FILTER	08/20/26	47.19	10-5302-3210
136417	AIR FILTER	08/20/26	91.78	10-5302-3210
136442	SEAL	08/20/26	3.40	31-5402-3210
136464	WIRE CONNECTOR	08/20/26	5.02	31-5402-3210
136561	ANIT SPLATTER PAD	08/21/26	39.99	10-5302-3210
136644	WIRE CONNECTOR	08/24/26	15.33	10-5351-3210
136689	AIR FILTER	08/25/26	14.09	10-5302-3210
136811	SPLICE TERMINAL	08/26/26	7.66	31-5402-3210
136811	CONNECTOR	08/26/26	18.29	31-5402-3210
136830	CABIN FILTER	08/26/26	65.40	10-5302-3210
136838	HYDRAULIC FILTER	08/26/26	12.25	10-5302-3210
136839	HYDRAULIC FILTER	08/26/26	12.25	10-5302-3210
136887	MOTOR OIL	08/27/26	20.75	10-5302-3237
136887	MOTOR OIL	08/27/26	10.52	10-5302-3237
136909	REFRIGERANT OIL	08/27/26	30.90	10-5302-3237
136914	BRAKE ROTORS	08/27/26	110.00	10-5302-3210
136914	BRAKE ROTORS	08/27/26	114.00	10-5302-3210
136915	BRAKE PADS	08/27/26	69.98	10-5302-3210
137074	MOTOR OIL	08/31/26	29.44	10-5302-3237
137108	BATTERY	08/31/26	195.89	10-5305-3210
137127	RETURN-CORE CHARGE	09/01/26	22.00-	10-5305-3210
137148	FUEL FILTERS	09/01/26	11.68	10-5302-3210
Total RADDCO LLC:			2,820.18	
RAILROAD MANAGEMENT CO				
555096	SEWER LINE EASEMENT	07/21/26	458.76	32-5502-4310
Total RAILROAD MANAGEMENT CO:			458.76	
RAMSHORN CONSTRUCTION INC				
24-059-5	N. 3RD ST IMPROVEMENT PROJECT	08/25/26	83,888.22	56-5560-6544
24-059-5	RETAINAGE-N. 3RD ST IMPROVEMENT PROJECT	08/25/26	4,194.41-	56-20000210
24-059-5	N. 3RD ST IMPROVEMENT PROJECT	08/25/26	63,964.76	31-5409-6544
24-059-5	RETAINAGE-N. 3RD ST IMPROVEMENT PROJECT	08/25/26	3,198.24-	31-20000210
Total RAMSHORN CONSTRUCTION INC:			140,460.33	
RDO EQUIPMENT CO				
E00543R4-1	SKIDSTEER	08/31/26	71,907.00	47-5470-6547
E00543R4-2	HIGH FLOW KIT	08/31/26	3,673.00	47-5470-6547
Total RDO EQUIPMENT CO:			75,580.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
RECREONICS INC				
28874749-001	POOL LEAF SKIMMER	08/11/26	68.55	10-5354-3210
28874749-001	SHIPPING	08/11/26	9.95	10-5354-3210
Total RECREONICS INC:			78.50	
ROCKY MOUNTAIN POWER				
090926	ELECTRICITY SERVICES	09/09/26	9,047.20	10-5100-2131
090926	ELECTRICITY SERVICES	09/09/26	216.06	10-5201-2131
090926	ELECTRICITY SERVICES	09/09/26	207.77	10-5301-2131
090926	ELECTRICITY SERVICES	09/09/26	1,452.03	10-5351-2131
090926	ELECTRICITY SERVICES	09/09/26	368.87	10-5352-2131
090926	ELECTRICITY SERVICES	09/09/26	1,372.51	10-5354-2131
090926	ELECTRICITY SERVICES	09/09/26	10,253.00	31-5401-2131
090926	ELECTRICITY SERVICES	09/09/26	1,156.20	31-5402-2131
090926	ELECTRICITY SERVICES	09/09/26	5,439.23	32-5501-2131
090926	ELECTRICITY SERVICES	09/09/26	1,047.81	32-5502-2131
090926	ELECTRICITY SERVICES	09/09/26	620.13	34-5340-2131
090926-1	ELECTRICITY SERVICES	09/09/26	9,246.59	10-5100-2131
090926-1	ELECTRICITY SERVICES	09/09/26	226.07	10-5201-2131
090926-1	ELECTRICITY SERVICES	09/09/26	225.89	10-5301-2131
090926-1	ELECTRICITY SERVICES	09/09/26	1,357.97	10-5351-2131
090926-1	ELECTRICITY SERVICES	09/09/26	296.29	10-5352-2131
090926-1	ELECTRICITY SERVICES	09/09/26	1,161.52	10-5354-2131
090926-1	ELECTRICITY SERVICES	09/09/26	9,827.36	31-5401-2131
090926-1	ELECTRICITY SERVICES	09/09/26	1,126.99	31-5402-2131
090926-1	ELECTRICITY SERVICES	09/09/26	5,457.53	32-5501-2131
090926-1	ELECTRICITY SERVICES	09/09/26	1,093.65	32-5502-2131
090926-1	ELECTRICITY SERVICES	09/09/26	616.15	34-5340-2131
090926-2	ELECTRICITY SERVICES	09/09/26	959.27	10-5353-2131
090926-3	ELECTRICITY SERVICES	09/09/26	553.87	10-5301-2131
Total ROCKY MOUNTAIN POWER:			63,329.96	
RON'S SUPPLY LLC				
341434	SAFETY GLASSES	08/05/26	109.89	33-5600-3220
Total RONS SUPPLY LLC:			109.89	
SAFE HIRING SOLUTIONS				
SR04906	SRO APP LICENSE FEE	08/31/26	250.00	10-5202-3210
Total SAFE HIRING SOLUTIONS:			250.00	
SAFEWAY STORES				
430069	CANDY-PARADE	08/10/26	27.98	10-5100-3210
430069	CANDY-PARADE	08/10/26	29.97	10-5100-3210
430069	CANDY-PARADE	08/10/26	17.98	10-5100-3210
430069	CANDY-PARADE	08/10/26	95.92	10-5100-3210
430069	CANDY-PARADE	08/10/26	59.97	10-5100-3210
430069	DISCOUNT	08/10/26	1.00	10-5100-3210
720152	CHARCOAL-CITY BBQ	08/10/26	18.98	10-5100-3230
801089	WATER-STATE FAIR	08/12/26	10.98	10-5202-3210
801089	GATORADE-STATE FAIR	08/12/26	13.99	10-5202-3210
801089	GATORADE-STATE FAIR	08/12/26	13.99	10-5202-3210
801089	ICE-STATE FAIR	08/12/26	5.98	10-5202-3210
801219	COFFEE	08/04/26	139.93	10-5301-3230
801219	TEA	08/04/26	3.99	10-5301-3230

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
801219	SUGAR	08/04/26	8.49	10-5301-3230
801793	FRUIT/SANDWICH TRAY-CITY MANAGER MEET & GREET	08/14/26	109.98	10-5100-3230
804166	ALUMINUM FOIL-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	3.99	10-5100-3210
804166	ROSTER PANS-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	15.98	10-5100-3210
804166	TONGS-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	7.99	10-5100-3210
804166	FRUIT TRAY-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	59.99	10-5100-3210
804166	CONDIMENT TRAY-STAFF ENGAGEMENT SUMMER BBQ	08/21/26	39.98	10-5100-3210
Total SAFEWAY STORES:			685.06	
STOTZ EQUIPMENT/GREENLINE EQUIP				
246616	WHEEL WEIGHT	08/11/26	458.18	34-5340-3210
246616	WHEEL WEIGHT	08/11/26	391.24	34-5340-3210
246616	MOUNTING KIT	08/11/26	158.36	34-5340-3210
246616	MOUNTING KIT	08/11/26	42.76	34-5340-3210
246616	MOUNTING KIT	08/11/26	67.06	34-5340-3210
246633	DRIVE SHAFT ASSEMBLY	08/11/26	824.07	10-5351-3210
Total STOTZ EQUIPMENT/GREENLINE EQUIP:			1,941.67	
TEXAS PNEUDRAULIC INC				
048153	GRABBER CYLINDER	07/27/26	770.00	33-5600-3210
048153	CYLINDER CLEVIS	07/27/26	190.00	33-5600-3210
048153	SHIPPING	07/27/26	50.00	33-5600-3210
Total TEXAS PNEUDRAULIC INC:			1,010.00	
TJ INDUSTRIES				
152116	TIRES	08/04/26	942.00	34-5340-3210
152606	O-RING	08/27/26	9.95	34-5340-3210
152606	FLAT REPAIR	08/27/26	95.00	34-5340-3210
Total TJ INDUSTRIES:			1,046.95	
TOP OFFICE PRODUCTS				
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	8.33	10-5301-2156
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	48.60	10-5301-2156
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	3.65	10-5106-2156
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	30.45	10-5106-2156
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	30.00	10-5100-2156
207026	COPIER MAINTENANCE AGREEMENT	07/28/26	45.30	10-5100-2156
Total TOP OFFICE PRODUCTS:			166.33	
TWIN PEAKS PUMP & SUPPLY INC				
3001707	CAMLOCK	07/24/26	14.29	31-5408-2158
3003944	CAMLOCK	08/20/26	78.55	31-5405-6544
3003944	COUPLING	08/20/26	123.41	31-5405-6544
Total TWIN PEAKS PUMP & SUPPLY INC:			216.25	
TYLER PLUMBING				
101990	SEWER REPAIRS-ENTERPRISE BUILDING	05/12/26	14,497.01	10-5100-2155
Total TYLER PLUMBING:			14,497.01	
UNITED STATES POSTAL SERVICE				
090126	POSTAGE	09/01/26	500.00	10-5100-2101

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total UNITED STATES POSTAL SERVICE:			500.00	
USA BLUEBOOK				
INV01102720	FLOW CUVETTE	07/15/26	315.00	31-5405-6544
INV01102720	DRYING RACK	07/15/26	130.55	31-5405-6544
INV01102955	SPIGOT	07/15/26	141.90	31-5405-6544
INV01102955	NALGENE BOTTLES	07/15/26	100.05	31-5405-6544
INV01102955	NET SKIMMING	07/15/26	65.95	31-5405-6544
INV01102955	TNT PLUS ALKALINITY	07/15/26	224.85	31-5405-6544
INV01102955	OZONE REAGENT SET	07/15/26	100.58	31-5405-6544
INV01102955	TNT PLUS HARDNESS	07/15/26	345.00	31-5405-6544
INV01102955	ANALOG STIRRER	07/15/26	263.65	31-5405-6544
INV01102955	STIR BAR RETRIEVER	07/15/26	24.00	31-5405-6544
INV01102955	STIRRING BAR	07/15/26	74.00	31-5405-6544
INV01102955	DRYING RACK	07/15/26	130.55	31-5405-6544
INV01102955	SHIPPING	07/15/26	109.34	31-5405-6544
INV01102955	FLOW CUVETTE	07/15/26	315.00	31-5405-6544
INV01130666	SOCKET TEE	08/12/26	61.90	31-5405-6544
INV01130666	SHIPPING	08/12/26	148.20	31-5405-6544
INV01140176	GLOVES	08/21/26	127.40	32-5501-3210
INV01140228	GLOVES	08/21/26	50.96	32-5501-3210
INV01140228	SHIPPING	08/21/26	74.30	31-5401-3210
INV01140228	SHIPPING	08/21/26	74.29	32-5501-3210
INV01140347	GLOVES	08/21/26	127.40	32-5501-3210
INV01140957	GLOVES	08/24/26	25.48	32-5501-3210
Total USA BLUEBOOK:			3,030.35	
VERIZON WIRELESS				
5151531368	CELLULAR SERVICE	08/20/26	180.00	10-5106-2134
5151531368	CELLULAR SERVICE	08/20/26	120.11	10-5202-2134
5151531368	CELLULAR SERVICE	08/20/26	22.86	31-5401-2134
5151531368	CELLULAR SERVICE	08/20/26	22.86	32-5501-2134
6149094613	CELLULAR SERVICE	07/20/26	753.31	10-5202-2134
6149094614	CELLULAR SERVICE	07/20/26	40.01	10-5201-2134
6149094614	CELLULAR SERVICE	07/20/26	760.67	10-5202-2134
6149094615	CELLULAR SERVICE	07/20/26	180.00	10-5106-2134
6149094615	CELLULAR SERVICE	07/20/26	120.03	10-5202-2134
6149094615	CELLULAR SERVICE	07/20/26	22.86	31-5401-2134
6149094615	CELLULAR SERVICE	07/20/26	22.86	32-5501-2134
6150019539	CELLULAR SERVICE	08/01/26	40.04	10-5352-2134
6150019539	CELLULAR SERVICE	08/01/26	46.82	31-5402-2134
6150019539	CELLULAR SERVICE	08/01/26	63.59	32-5502-2134
6150019539	CELLULAR SERVICE	08/01/26	56.67	10-5102-2134
6150019539	CELLULAR SERVICE	08/01/26	16.79	31-5401-2134
6150019539	CELLULAR SERVICE	08/01/26	40.04	10-5305-2134
6150019539	CELLULAR SERVICE	08/01/26	20.02	33-5600-2134
6151531366	CELLULAR SERVICE	08/20/26	753.29	10-5202-2134
6151531367	CELLULAR SERVICE	08/20/26	40.01	10-5201-2134
6151531367	CELLULAR SERVICE	08/20/26	760.35	10-5202-2134
Total VERIZON WIRELESS:			4,083.19	
VISA-CONVERSE COUNTY BANK				
004156	MEAL	08/04/26	24.72	10-5106-2123
005654	MEAL	08/05/26	28.87	10-5106-2123
006393	MEAL	08/06/26	28.87	10-5106-2123

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
013761	CURTAINS	08/13/26	9.52	10-5109-3210
015475	DONUTS-WSF PARADE	08/15/26	7.12	10-5100-3210
015475	DONUTS-WSF PARADE	08/15/26	7.12	10-5100-3210
015475	BANANAS-WSF PARADE	08/15/26	.96	10-5100-3210
016103	MEAL-DCI BASIC INVESTIGATIONS	08/16/26	6.18	10-5202-2123
016514	MEAL-DCI BASIC INVESTIGATIONS	08/16/26	17.78	10-5202-2123
017057	MEAL-DCI BASIC INVESTIGATIONS	08/17/26	11.01	10-5202-2123
017639	MEAL-DCI BASIC INVESTIGATIONS	08/17/26	10.57	10-5202-2123
017653-1	MEAL-DCI BASIC INVESTIGATIONS	08/17/26	10.37	10-5202-2123
017977	MEAL-WSWRA CONFERENCE	08/17/26	43.61	34-5340-2123
018558	DISCHARGE HOSE	08/18/26	139.98	10-5351-3220
018558	PUMP KIT	08/18/26	199.99	10-5351-3220
018558	TRASH PUMP	08/18/26	479.99	10-5351-3220
018566	MEAL-DCI BASIC INVESTIGATIONS	08/18/26	20.56	10-5202-2123
018936	MEAL-DCI BASIC INVESTIGATIONS	08/18/26	22.39	10-5202-2123
018990	MEAL-DCI BASIC INVESTIGATIONS	08/18/26	10.37	10-5202-2123
019160	MEAL-DCI BASIC INVESTIGATIONS	08/19/26	7.48	10-5202-2123
019220	MEAL-DCI BASIC INVESTIGATIONS	08/19/26	7.14	10-5202-2123
019558	MEAL-DCI BASIC INVESTIGATIONS	08/19/26	13.85	10-5202-2123
019878	MEAL-DCI BASIC INVESTIGATIONS	08/19/26	9.85	10-5202-2123
020300	MEAL-DCI BASIC INVESTIGATIONS	08/20/26	7.49	10-5202-2123
020410	MEAL-WSWRA CONFERENCE	08/20/26	47.78	34-5340-2123
020809	MEAL-DCI BASIC INVESTIGATIONS	08/20/26	10.47	10-5202-2123
020987	MEAL-WSWRA CONFERENCE	08/20/26	27.52	34-5340-2123
021276	FUEL-DCI BASIC INVESTIGATIONS	08/21/26	83.76	10-5202-2123
021362	MEAL-DCI BASIC INVESTIGATIONS	08/21/26	11.71	10-5202-2123
021804	MEAL-NIBERS TRAINING	07/21/26	41.03	10-5202-2123
023775	MEAL	07/23/26	44.86	10-5202-2123
025039	MEAL	08/25/26	25.37	10-5202-2123
025160	MEAL	08/25/26	32.54	10-5202-2123
025978	MEAL	08/25/26	18.61	10-5106-2123
026731	MEAL	08/26/26	15.20	10-5106-2123
026791	MEAL	08/26/26	22.03	10-5202-2123
027132	TOTE-DECORATIONS	07/27/26	11.50	10-5100-3210
027132	TOTE-DECORATIONS	07/27/26	11.50	10-5100-3210
027545	MEAL	08/27/26	30.00	10-5202-2123
027655	MEAL	08/27/26	30.01	10-5302-2123
027690	MEAL	08/27/26	20.76	10-5106-2123
028892	MEAL	08/28/26	20.30	10-5106-2123
05742D	MEAL	08/28/26	2.43	10-5106-2123
070226-2	MEAL-NASRO CONFERENCE	07/02/26	28.41	10-5202-2123
073126	REGISTRATION-SHRM	07/31/26	299.00	10-5107-2122
08142286154	DELINEATORS	08/14/26	1,938.83	10-5100-3210
082326	TRAVEL	08/23/26	44.94	10-5202-2123
082326-1	MEAL	08/23/26	28.45	10-5202-2123
082426	MEAL	08/24/26	21.80	10-5202-2123
082726	TRAVEL	08/27/26	47.95	10-5202-2123
082826	REGISTRATION-GOVERNORS FORUM	08/28/26	450.00	10-5101-2122
082826-1	REGISTRATION-WY TREE ACADEMY CONFERENCE	08/28/26	225.00	10-5350-2122
083126	REGISTRATION-WY TREE ACADEMY CONFERENCE	08/31/26	225.00	10-5351-2122
10170859	MEAL	08/26/26	30.18	10-5202-2123
1097523668	LODGING-GOVERNORS FORUM	08/28/26	318.00	10-5101-2123
111-0016897	WIRE TRIMMER BLADES	07/27/26	67.60	10-5305-3210
111-0718224	ENVELOPE ORGANIZER	07/31/26	8.99	10-5109-3210
111-0718224	DESK ORGANIZER	07/31/26	26.88	10-5109-3210
111-0718224	DESK ORGANIZER	07/31/26	37.99	10-5109-3210
111-1589902	PARKING SIGNS	08/10/26	139.98	10-5100-3210
111-2066911	KEYCHAINS-PARADE	07/06/26	51.28	10-5100-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
111-2066911	RUBBER DUCKS-PARADE	07/06/26	36.08	10-5100-3210
111-2066911	PATRIOTIC KEYCHAINS-PARADE	07/06/26	29.28	10-5100-3210
111-2066911	BUBBLE WANDS-PARADE	07/06/26	39.98	10-5100-3210
111-2066911	FLAG PATRIOTIC FANS-PARADE	07/06/26	22.99	10-5100-3210
111-2066911	PATRIOTIC NECKLACES-PARADE	07/06/26	45.98	10-5100-3210
111-2066911	RUBBER DUCKS-PARADE	07/06/26	99.98	10-5100-3210
111-2066911	PATRIOTIC BRACELETS-PARADE	07/06/26	53.98	10-5100-3210
111-2066911	CANDY-PARADE	07/06/26	85.41	10-5100-3210
111-2066911	SLAP BRACELETS-PARADE	07/06/26	19.98	10-5100-3210
111-2066911	FIDGET TOYS-PARADE	07/06/26	35.97	10-5100-3210
111-2066911	WRISTBANDS/KEYCHAINS-PARADE	07/06/26	9.99	10-5100-3210
111-2066911	FLAG WRISTBANDS-PARADE	07/06/26	55.98	10-5100-3210
111-2066911	DISCOUNT	07/06/26	9.29-	10-5100-3210
111-2066911	SHIPPING	07/06/26	6.99	10-5100-3210
111-2066911-1	REFUND-RUBBER DUCKS-PARADE	08/07/26	99.98-	10-5100-3210
111-3467304	DOLLY FURNITURE MOVER	08/25/26	135.96	10-5106-3220
111-6771643	BATH TISSUE	07/22/26	302.76	10-5305-3210
111-6969846	SCREEN PROTECTOR	08/05/26	34.99	10-5109-3220
111-6969846	COOLING TOWELS-FLOAT	08/05/26	29.98	10-5100-3210
111-6969846	CELL PHONE CASE	08/05/26	27.95	10-5109-3220
111-6969846	DISCOUNT	08/05/26	2.80-	10-5109-3220
111-8155636	PENLIGHT	08/21/26	65.83	10-5106-3220
111-8425733	CONNECTORS	07/27/26	20.48	10-5305-3210
111-8901677	50 YARDS COLORFUL TRIM	09/04/26	8.59	93-5930-2158
111-8901677	ROOT BEER CANDY	09/04/26	28.99	93-5930-2158
111-8901677	BUTTONS	09/04/26	8.99	93-5930-2158
111-8901677	FAKE BEER MUG	09/04/26	14.99	93-5930-2158
111-8901677	CARDSTOCK	09/04/26	14.05	93-5930-2158
111-8901677	PUMPKINS	09/04/26	8.89	93-5930-2158
111-8901677	GLUE	09/04/26	15.38	93-5930-2158
111-8901677	RIBBONS	09/04/26	17.44	93-5930-2158
111-8901677	MARKERS	09/04/26	6.74	93-5930-2158
111-8901677	SHIPPING	09/04/26	6.99	93-5930-2158
111-9241081	CHARGING CABLE KIT	07/06/26	270.75	10-5100-3210
111-9778333	CELLPHONE HOLDERS	07/06/26	147.19	10-5100-3210
112-1278912	PEDESTAL FAN	07/09/26	74.93	10-5106-3220
112-3553455	WHEEL SEPARATOR TOOL	07/31/26	115.80	10-5302-3220
112-3553455	RUBBER PLUG SET	07/31/26	27.71	10-5302-3220
112-3553455	RUBBER PLUG SET	07/31/26	20.85	10-5302-3220
112-3553455	RUBBER PLUG & CAP SET	07/31/26	25.60	10-5302-3220
112-3553455	SHIPPING	07/31/26	6.99	10-5302-3220
112-7533977	TOTE FUNNEL	08/13/26	190.00	10-5302-3220
112-9293317	TIRE SEATER	08/13/26	101.14	10-5302-3220
1131170847	MICROPHONE	08/04/26	265.00	10-5103-3220
1131170847	MICROPHONE	08/04/26	271.00	10-5103-3220
113-6226345	MOUSEPAD-CHAMBERS	07/27/26	8.99	10-5100-3210
113-6226345	USB RECEIVER-CHAMBERS	07/27/26	14.99	10-5100-3210
113-6226345	EXTENSION CORD-CHAMBERS	07/27/26	16.98	10-5100-3210
113-7814778	LABEL MAKER CASE	08/25/26	19.98	10-5109-3220
113-7814778	LABELS	08/25/26	11.99	10-5109-3220
113-7814778	LABEL MAKER	08/25/26	28.64	10-5109-3220
113-7814778	INSECT REPELLENT	08/25/26	18.89	10-5109-3210
113-7814778	SWIFFER DUSTER	08/25/26	4.39	10-5100-3210
113-7814778	LABELS	08/25/26	11.49	10-5109-3220
113-7814778	COUPON	08/25/26	2.30-	10-5109-3220
114-0192010	FIRST AID KIT	07/23/26	254.49	34-5340-3210
114-3351316	LAMP	08/13/26	26.76	10-5109-3210
114-3429852	GAUZE	07/23/26	18.49	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
114-3429852	LOCK WIRE	07/23/26	20.15	34-5340-3210
114-3429852	BANDAGES	07/23/26	8.95	34-5340-3210
114-3429852	CLAMP	07/23/26	60.99	34-5340-3220
114-3429852	TAPE	07/23/26	9.49	34-5340-3210
114-3429852	ODOR FILTERS	07/23/26	34.24	34-5340-3210
114-3429852	REPIRATOR HALF FACE PIECE	07/23/26	30.79	34-5340-3210
114-3429852	REPIRATOR HALF FACE PIECE	07/23/26	29.99	34-5340-3210
114-3429852	SPRAY GUN HOLDER	07/23/26	17.00	34-5340-3210
114-3429852	GRINDER CUTOFF WHEEL	07/23/26	38.95	34-5340-3210
114-3429852-1	CLAMPS	07/23/26	142.34	34-5340-3220
114-3429852-1	CLAMPS	07/23/26	125.01	34-5340-3220
114-3429852-2	GAUZE	07/23/26	52.34	34-5340-3210
114-3429852-2	ANITBIOTIC OINTMENT	07/23/26	11.49	34-5340-3210
114-3429852-2	SHOVEL HOLDER	07/23/26	15.99	34-5340-3210
114-3429852-2	WATER/OIL JUGS	07/23/26	55.20	34-5340-3210
114-3429852-2	BATTERIES	07/23/26	36.59	34-5340-3210
114-3429852-2	BATTERIES	07/23/26	38.41	34-5340-3210
114-3429852-2	BURN GEL	07/23/26	25.00	34-5340-3210
114-3429852-2	SPRAY GUN HOLDER	07/23/26	9.99	34-5340-3210
114-3429852-2	FLAP DISC	07/23/26	24.81	34-5340-3210
114-3429852-2	GAUZE ROLLS	07/23/26	14.71	34-5340-3210
114-3429852-2	BATTERIES	07/23/26	16.99	34-5340-3210
114-3429852-2	ATHLETIC TAPE	07/23/26	19.79	34-5340-3210
114-3429852-2	SHIPPING	07/23/26	1.13	34-5340-3210
114-3429852-2	DISCOUNT	07/23/26	3.89-	34-5340-3210
-114-3429852-3	GRINDER	07/23/26	75.99	34-5340-3210
-114-3429852-3	CUTOFF WHEEL	07/23/26	46.53	34-5340-3210
114-3429852-4	WIRE	07/23/26	12.95	34-5340-3210
11455448	MEAL-DCI BASIC INVESTIGATIONS	08/20/26	21.90	10-5202-2123
114-7949002	PAINT	06/30/26	179.98	93-5930-2158
114-7949002	BRUSHES	06/30/26	7.89	93-5930-2158
114-7949002	DISCOUNT	06/30/26	9.00-	93-5930-2158
114-8303137	BLU-RAY DISCS	08/03/26	105.90	10-5202-3210
114-8303137	COFFEE FILTERS	08/03/26	14.59	10-5202-3210
114-9057407	SAFETY GLASSES	07/23/26	17.65	34-5340-3210
114-9638768	RUBBER DUCKS-PARADE FLOAT	08/10/26	178.45	10-5100-3210
120	MEAL	08/26/26	26.88	10-5106-2123
12958866	MEAL	07/22/26	29.27	10-5202-2123
137	MEAL	08/28/26	18.82	10-5202-2123
14060416	MEAL	08/27/26	77.32	10-5106-2123
14-1	PAYMENT DIFFERENCE BETWEEN AMOUNT CHARGED & AMO	06/29/26	.37	10-5202-2123
14125086	MEAL	08/28/26	17.11	10-5106-2123
1679-1363	MEAL-WSWRA CONFERENCE	08/17/26	36.94	34-5340-2123
190168	SAFETY GEAR	08/26/26	123.00	10-5305-3210
2000149-54733452	KEYBOARD	08/12/26	103.12	10-5106-3210
2000153-79696254-	REFUND-CURTAINS	08/13/26	10.00-	10-5109-3210
200153-79696254	CURTAIN ROD	08/13/26	33.96	10-5109-3210
200153-79696254	CURTAINS	08/13/26	11.36	10-5109-3210
200153-79696254	CURTAINS	08/13/26	10.33	10-5109-3210
213184	MEAL	08/27/26	29.83	10-5202-2123
2350240	RIBBON RACKS	08/27/26	22.18	10-5202-3210
28484062	BOILER LCD DISPLAY	08/20/26	306.30	10-5354-3210
28484062	SHIPPING	08/20/26	47.87	10-5354-3210
2912-8610	REGISTRATION-APPLICANT INTERVIEWING TECHNIQUES	08/04/26	99.00	10-5202-2122
29931153	LODGING-DCI BASIC INVESTIGATIONS	08/21/26	550.00	10-5202-2123
30020122	MEAL	08/24/26	37.09	10-5202-2123
3465102184	MEAL	08/28/26	693.99	10-5106-2123
3515796059	ADOBE ACROBAT	07/11/26	132.17	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
426463595	LODGING-NIBERS TRAINING	07/23/26	220.00	10-5202-2123
426463795	LODGING-NIBERS TRAINING	07/23/26	220.00	10-5202-2123
442510	LODGING	08/06/26	368.00	10-5106-2123
4564	CHIPS-CITY BBQ	08/04/26	7.99	10-5100-3230
4564	CHIPS-CITY BBQ	08/04/26	7.99	10-5100-3230
4846	WATER-CITY BBQ	08/04/26	5.49	10-5100-3230
4846	CHIPS-CITY BBQ	08/04/26	7.99	10-5100-3230
4846	CHIPS-CITY BBQ	08/04/26	7.99	10-5100-3230
4846	SODA-CITY BBQ	08/04/26	11.99	10-5100-3230
4846	SODA-CITY BBQ	08/04/26	11.99	10-5100-3230
55289-1	CREDIT-ITEMS NOT RECEIVED	07/09/26	74.34-	10-5202-3210
579	WRPA DUES	07/13/26	50.00	10-5353-2120
579	WRPA CONFERENCE	07/13/26	185.00	10-5353-2122
628	WRPA DUES	08/14/26	50.00	10-5350-2120
628	WRPA CONFERENCE	08/14/26	185.00	10-5350-2122
63	MEMBERSHIP-WCBO	07/23/26	169.95	10-5106-2120
769441	TESTING COMPOST	07/30/26	60.00	34-5340-3210
80030436	MEAL-DCI BASIC INVESTIGATIONS	08/16/26	13.62	10-5202-2123
AL00364132717	LODGING-WSWRA CONFERENCE	08/20/26	297.00	34-5340-2123
AL00364132795	LODGING-WSWRA CONFERENCE	08/20/26	297.00	34-5340-2123
ANOMH5UX-0004	OPEN AI SUBSCRIPTION	08/29/26	20.00	10-5305-3210
BFEYL9JT	LODGING	08/21/26	1,000.67	10-5202-2123
JKPG7P	AIRFARE-NLC	08/28/26	587.37	10-5101-2123
ZFNMTXXBQBR	REGISTRATION-APWA SNOW CONFERENCE	07/08/26	300.00	10-5305-2122

Total VISA-CONVERSE COUNTY BANK:

16,650.60

VISIONARY COMMUNICATIONS INC

0882680	PHONE SERVICE	08/01/26	177.26	10-5103-2158
1866086	PHONE SERVICE	08/01/26	817.64	10-5100-2134
1912111	PHONE SERVICE	09/01/26	817.64	10-5100-2134
1941280	PHONE SERVICE	09/01/26	177.26	10-5103-2158

Total VISIONARY COMMUNICATIONS INC:

1,989.80

WARE, SCOTT/DANNEIL

070726	CREDIT BALANCE REFUND	07/07/26	102.90	01-11750000
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Total WARE, SCOTT/DANNEIL:

102.90

WAYNE COLEMAN CONSTRUCTION

25-2000-1/2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	2,780.65	31-20000210
25-2000-1/2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	395.08	32-20000210
25-2000-1/2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	2,882.12	56-20000210
25-2000-2	WTP TRANSMISSION MAIN PROJECT	08/25/26	20,268.79	31-5409-6544
25-2000-2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	1,013.44-	31-20000210
25-2000-2	WTP TRANSMISSION MAIN PROJECT	08/25/26	2,879.80	32-5508-6544
25-2000-2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	143.99-	32-20000210
25-2000-2	WTP TRANSMISSION MAIN PROJECT	08/25/26	21,008.41	56-5560-6544
25-2000-2	RETAINAGE-WTP TRANSMISSION MAIN PROJECT	08/25/26	1,050.42-	56-20000210
26094	TEMPORARY BYPASS PUMPS	09/02/26	10,070.82	32-5501-2155

Total WAYNE COLEMAN CONSTRUCTION:

58,077.82

WESTERN MUNICIPAL CONSTRUCTION OF WYO

091026	RETAINAGE-MIDDLE SCHOOL LIFT STATION	09/10/26	6,116.60	32-20000210
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Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WESTERN MUNICIPAL CONSTRUCTION OF WYO:			6,116.60	
WIK, JENNAH				
082726	UTILITY DEPOSIT REFUND	08/27/26	9.02	96-20000229
Total WIK, JENNAH:			9.02	
WW GRAINGER				
9003328839	JET LUBE GREASE	07/13/26	537.36	32-5501-3210
9018256173	CABLE TIES	07/24/26	31.91	34-5340-3210
9018256173	CABLE TIES	07/24/26	162.95	34-5340-3210
9018256173	TRASH BAGS	07/24/26	65.72	34-5340-3210
9018256173	TRASH GRABBER	07/24/26	44.33	34-5340-3210
9018256173	TRASH GRABBER	07/24/26	43.99	34-5340-3210
9018256173	FIRE EXTINGUISHER	07/24/26	172.94	34-5340-3210
9018256173	DRUM PUMP	07/24/26	1,084.99	34-5340-3210
9018256173	STEEL HOOK	07/24/26	7.06	34-5340-3210
9018256173	JUG	07/24/26	40.60	34-5340-3210
9018256173	SHIPPING	07/24/26	30.00	34-5340-3210
9018779034	FILTERS	07/24/26	68.16	10-5302-3210
9019360669	FLAME RESISTANT JACKET	07/24/26	73.82	34-5340-3210
9022244660	OZONE GAS METER	07/28/26	1,034.35	31-5405-6544
9022244660	DRUM WRENCH	07/28/26	41.76	31-5405-6544
9023057160	ANTACID	07/28/26	15.94	10-5301-3210
9025092298	ELBOW/SOCKET/COUPLING BODY	07/29/26	316.10	31-5405-6544
9027397927	PLIER SET	07/31/26	137.98	10-5302-3220
9031583074	COVERALLS	08/05/26	133.95	10-5302-3220
9033076531	INSERT/BUSHING/FLANGE	08/05/26	570.21	31-5405-6544
9033397994	MACHINE COVER	08/06/26	198.84	10-5302-3210
9033397994	CYLINDERS	08/06/26	830.10	34-5340-3210
9034343583	MARKING PAINT	08/06/26	96.30	10-5351-3210
9039070231	TENNIS NET	08/11/26	337.15	10-5351-3210
9041515363	TOILET PAPER	08/12/26	91.34	10-5100-3210
9041515363	PAPER TOWELS	08/12/26	48.61	10-5100-3210
9041515363	TRASH BAGS	08/12/26	28.24	10-5100-3210
Total WW GRAINGER:			6,244.70	
WY ASSOC OF MUNICIPALITIES				
18788	MEMBERSHIP DUES	07/07/26	8,860.00	10-5101-2120
Total WY ASSOC OF MUNICIPALITIES:			8,860.00	
WY CHILD & FAMILY DEV INC				
072026-JUL	FUNDING ALLOCATION AGREEMENT	07/31/26	583.33	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			583.33	
WY DEPT OF TRANSPORTATION				
158052	LOCAL SHARE OF PARTICIPATING EXPENDITURES	07/01/26	254.23	10-5305-2158
158100	LOCAL SHARE OF PARTICIPATING EXPENDITURES	07/01/26	4,249.00	10-5305-2158
158301	LOCAL SHARE OF PARTICIPATING EXPENDITURES	08/03/26	330.23	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			4,833.46	
WY MACHINERY COMPANY				
CRP09057816	CREDIT-CORE CHARGE	08/08/26	243.76	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
PO9047059	ACCUMULATOR VALVE	07/31/26	1,408.20	34-5340-3210
PO9047059	SHIPPING	07/31/26	28.16	34-5340-3210
PO9047060	AIR FILTER	07/31/26	169.38	10-5302-3210
PO9047060	SHIPPING	07/31/26	3.39	10-5302-3210
PO9048624	HEATER CORD	08/01/26	48.01	34-5340-3210
PO9048624	SHIPPING	08/01/26	.96	34-5340-3210
PO9048625	HOSE ASSEMBLY	08/01/26	120.15	34-5340-3210
PO9048625	SHIPPING	08/01/26	2.40	34-5340-3210
PO9050943	HOSE FITTING	08/04/26	62.91	34-5340-3210
PO9050943	SHIPPING	08/04/26	1.26	34-5340-3210
S3273901	SKIDSTEER COLD PLANER	08/13/26	21,533.73	47-5470-6547
Total WY MACHINERY COMPANY:			23,134.79	
WY RETIREMENT SYSTEM				
080726	Payroll Deduction	08/07/26	86,605.85	10-20000224
Total WY RETIREMENT SYSTEM:			86,605.85	
WY STATE DISBURSEMENT CENTER				
080726	Payroll Deduction	08/07/26	34.90	10-20000226
082126	Payroll Deduction	08/21/26	34.90	10-20000226
Total WY STATE DISBURSEMENT CENTER:			69.80	
WY SUPREME COURT				
082626	CIVIL LEGAL SERVICE FEES	08/26/26	80.00	10-20000208
082626	AUTOMATION FEE	08/26/26	260.00	10-20000208
Total WY SUPREME COURT:			340.00	
WYOMING TRAILERS				
090226	DECK TRAILER	09/02/26	11,750.00	34-5345-6547
Total WYOMING TRAILERS:			11,750.00	
XPRESS BILL PAY				
081226	RECORD PAYMENT PROCESSING FEE	08/12/26	470.14	31-5400-2158
081226	RECORD PAYMENT PROCESSING FEE	08/12/26	303.63	32-5500-2158
081226	RECORD PAYMENT PROCESSING FEE	08/12/26	205.69	33-5600-2158
081226	RECORD PAYMENT PROCESSING FEE	08/12/26	26.70	10-5106-2158
Total XPRESS BILL PAY:			1,006.16	
YOUTH DEVELOPMENT SERVICES				
081726-AUG	FUNDING ALLOCATION AGREEMENT	08/17/26	1,666.67	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.67	
Grand Totals:			3,639,671.17	

Approved By _____

City Manager

Date _____



Agenda Item Report

City Council – September 14, 2026

Item

Ordinance 1070: An Ordinance Amending Section 16.5.5 of the Douglas Municipal Code Pertaining to Landscaping, Buffering, and Screening, 3rd Reading

Responsible Staff Contact

Clara Chaffin

Recommendation

Continue review and edits or approve Ordinance 1070 as presented on first reading.

Executive Summary

September 14 Update

No changes.

August 24 Update

No changes.

August 10, 2026 Update

As a result of the Council worksession on July 27, the following changes were made:

- Added language encouraging water-wise landscaping.
- Added definitions from 16.2.2.
- Updated the Approved Street Tree Species to reference the City of Douglas Arborist.
- Added reference to the State of Wyoming "designated noxious weed" (which does include trees) to the Restricted Species list.
- Clarified the Parking Lot Buffering and Screening section.
- Added language allowing landscaping to be incorporated around refuse storage screening.
- Referenced section 16.5.4.1(D) regarding requirement to use an engineer for walls exceeding four feet in height.
- Removed confusing language.
- Clarified where enforcement may result in a citation.
- Changed some "shall" to "should."

July 27, 2026 Update

A Council worksession discussing this Ordinance is scheduled for July 27 at 2:30pm.

June 22, 2026 Update

Ordinance 1070 has been updated to reflect comments from the Council discussion on June 8, 2026, regarding screening and the ability to review screening on a case-by-case basis.

Single-family and duplex/twin-homes are not subject to screening requirements. The following text was added throughout, allowing more flexibility with screening: *Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.*

June 8, 2026 Update

Ordinance 1070 has been updated to reflect comments from the Council discussion on May 26, 2026, including:

- Verifying all numbers align throughout each section.
- Allowing synthetic grass when a tree is included to reduce heat-islands.
- Removing landscape buffers.
- Removing the education component.
- Allow zero-scape with trees to reduce heat-islands.
- Making clear that fruit-bearing trees are allowed on private property.
- Moving Table 5.5-3 (now Table 5.5-1 Internal Landscaping Calculations) closer to the beginning of the landscape code.
- Reducing the 75% live vegetation requirement to 25% of the total landscape percentage throughout.
- Allowing for just a 100% opaque fence instead of a combination of landscaping, berms, and fences/walls.
- Removing landscaping around refuse storage screening.
- Clarifications throughout.

Overall, the aim was to enable more flexibility for the property owner or developer, especially with the allowance of the Alternate Landscape Plan.

A track-changes document and a clean document have been provided for review.

Original Narrative

Ordinance 1070 updates the municipal code to align with water-wise landscaping as the City considers growth with long-term resource stewardship. The revised standards prioritize drought-tolerant and native plant species suited to local conditions, reducing dependence on high-water-use turf and lowering long-term maintenance demands. They also emphasize efficient irrigation practices, such as drip systems, soil moisture sensors, and appropriate watering schedules, to minimize waste and improve effectiveness.

Unlike other sections of municipal code, this update includes educational components identifying reasoning and background to assist users in understanding water-wise concepts.

While advancing conservation goals, the code maintains flexibility for functional turf areas and encourages attractive, regionally appropriate landscape design, ultimately fostering a more resilient, efficient, and visually appealing built environment.

Background

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

Budget/Fiscal Impact

Action Requested/Recommended Motion

Approve Ordinance 1070 as presented on first reading.

Attachments

1. Ordinance 1070 Landscaping Code Update (Water-Wise) 1st Reading 20260810
Clean with Track Changes from Work Session
2. Ordinance 1070 Landscaping Code Update (Water-Wise) 1st Reading 20260810
Clean

ORDINANCE NO. 1070

AN ORDINANCE AMENDING SECTION 16.5.5 OF THE DOUGLAS MUNICIPAL CODE
PERTAINING TO LANDSCAPING, BUFFERING, AND SCREENING

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

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

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

Section 1. Title 16.5.5 of the Douglas Municipal Code is hereby repealed and amended to read as follows:

5.5 Landscaping, Buffering, and Screening

5.5.1 General

A. Intent

This Section is intended to provide uniform standards for the installation and maintenance of landscaping, buffering, and screening. Application of these standards during the site development planning process ~~shall~~ should be based upon the following:

- The City of Douglas strongly encourages water-wise landscaping wherever feasible;
- The use of water-wise landscaping practices that promote efficient water use and water conservation;
- The provision of adequate visual screening between differing or incompatible uses;
- Promoting higher quality developments in terms of design and visual relief;
- Discourage the spread of noxious weeds and invasive plant species;
- Promoting the development of healthy, hardy and regionally appropriate landscapes that are low maintenance and sustainable in the local environment; and
- Enhancing the visual character of development by planning for inclusion of natural surface treatments in a manner that is consistent with the goals, principles, and policies of the City of Douglas Master Plan.

B. Definitions

Alteration, Substantial or Expansion: Any change or enlargement of any building or other improvement that will, upon completion, effect a change in use that will increase the applicable parking requirements provided in this Code, or any repair, reconstruction, rehabilitation, addition or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the current market value of the structure either before the improvement or repair is started; or if the structure has been damaged and is being restored, before the damage occurred.

Development, Type A: A Type A development project has a value of less than seven hundred fifty thousand dollars (\$750,000.00), or that would result in a structure of less than five thousand (5,000) square feet.

Development, Type B: A Type B development project has a value of more than seven hundred fifty thousand dollars (\$750,000.00), or that would result in a structure of five thousand (5,000) square feet or larger.

Development, Type B-LSR: A Type B-LSR (Large Scale Retail) development project means any retail business which occurs individually or jointly in a single structure or combination of structures situated upon a building site under the same ownership, in excess of twenty-five thousand (25,000) gross square feet of floor area.

Turfgrass: Turfgrass means various grasses (such as Kentucky bluegrass or turf-type tall fescue) grown to form turf and which (generally) can be produced in sod form.

Water-Wise Landscape: Focused on a sustainable design and management practice that conserves water in outdoor environments. Emphasizes the use of native, drought-tolerant plants, efficient irrigation (like drip systems), and soil optimization to minimize the need for supplemental watering.

Xeriscape Landscape: Focuses on a landscaping method developed for arid and semiarid climates that utilizes water-conserving techniques (such as the use of drought-tolerant plants, mulch, and efficient irrigation).

Zero-scape Landscape: Focuses on low-water, low-maintenance landscaping style consisting of dirt, mulch, or gravel with essentially zero plants. Leans towards barren, rock-heavy yards with minimal or no planting.

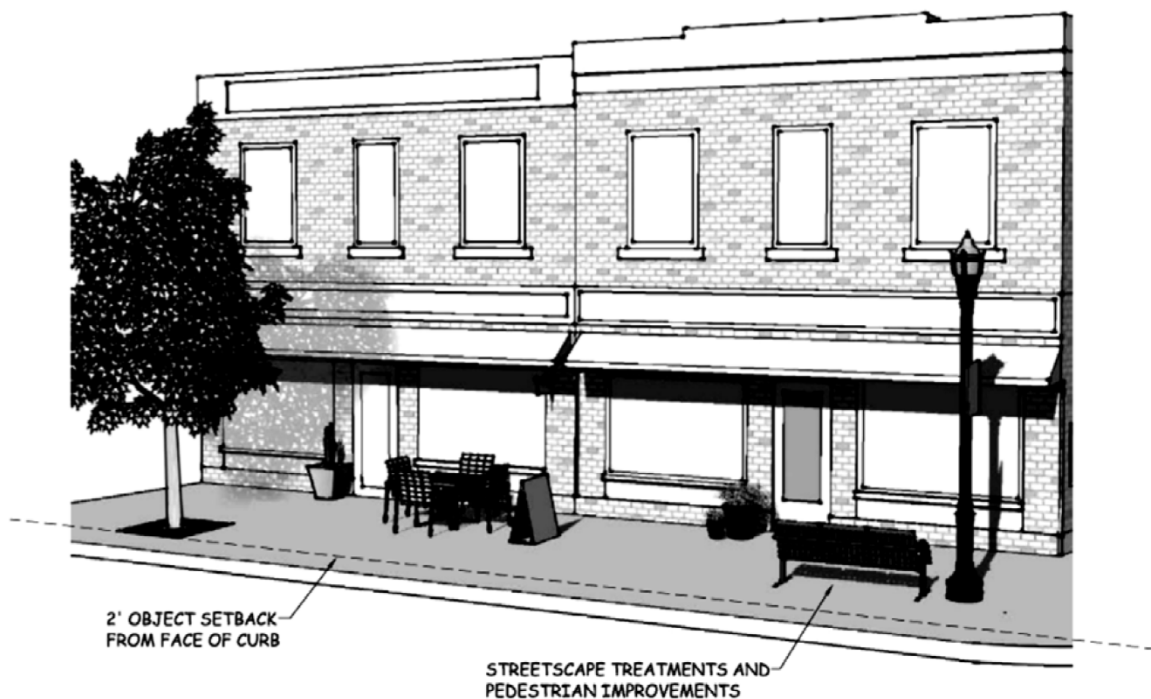
C. Applicability

The landscaping requirements of this section shall apply to any new construction or development and to any substantial alteration, expansion, or change in use of an existing building requiring the approval of a development plan pursuant to the requirements of Chapter 3 of this Code. Any Type A, B, or B-LSR Development Plan that includes a plan to change the use of a building or structure from a residential use to a non-residential use shall include a landscaping plan that complies with the requirements of this section. Section 5.5.3.J, Irrigation and Maintenance, shall apply to all commercial, industrial, multi-family, manufactured and/or mobile home park, and travel trailer and RV park landscaping. Additional landscaping standards are required for specific uses pursuant to Chapter 6 of this Code.

D. Exceptions/Exemptions

Development within the CB-1 (Downtown Business) zoning district and the Douglas Downtown Historic District is exempt from the standard landscaping requirements in this Section, but shall comply with the landscape requirements for the Downtown Douglas Historic District, the downtown area design guidelines, and Downtown Revitalization Plan, 2015, as amended. A plan for landscaping treatments shall be provided with a Type A, Type B, and Type B-LSR Development Plan for developments within the CB-1 (Downtown Business) zoning district. The plan for landscaping treatments ~~shall~~ should provide for a combination of two (2) or more of the following treatments and pedestrian improvements: outdoor tree boxes, vegetative planting boxes, hanging potted planters, wall planters, outdoor seating and/or dining areas, street furniture, and outdoor art approved by the Community Development Director or City Council, as applicable (see Figure 5.5-1 below for an example of acceptable landscaping treatments).

Figure 5.5-1: Example of acceptable landscaping treatments and streetscape within the CB-1 (Downtown Business) Zoning District



E. Landscape Materials

i. Authorized Landscaping Materials

All plant materials proposed in the landscaping plan of a Type A, B, or B-LSR Development Plan for multifamily, industrial, or commercial developments ~~shall~~ should be specified according to the American Standard for Nursery Stock.

ii. Combination of Plant Materials and Landscape Treatments

Landscape plans ~~shall~~ should provide a mix of shrubs, trees, green space and/or acceptable water-wise landscaping along with non-living material such as mulch, gravel, boulders, or decorative elements.

The required landscape area shall consist of a minimum of twenty-five (25%) percent living plant material based on mature size of vegetation per Table 5.5-1. The foliage crown of deciduous trees may be used in the 25% living material calculation.

iii. Zero-scape

Zero-scape may be used in place of required landscaping provided trees are included to reduce the “heat-island” effect.

iv. Minimizing Turfgrass

To the extent possible, irrigated water-wise turfgrass shall be minimized and limited only functional areas and not used for strictly ornamental purposes.

v. Traditional Spray Irrigation

Traditional sprinkler systems ~~shall~~ should be limited to non-native turfgrass and the native grasses and adapted species described in this code. All other irrigation systems ~~shall~~ should be drip or micro spray systems.

vi. Minimizing Synthetic Turf

To the extent possible, synthetic turf ~~shall~~ should be minimized and ~~shall~~ should include a minimum of one tree to reduce “heat-island” effect.

Exception: Synthetic turf used for recreational purposes such as ballfields.

vii. Outdoor Amenities

Development within character districts or where a zero building setback line exists may propose the use of outdoor amenities, including, but not limited to, outdoor dining and/or seating areas, public art, and/or street furniture, and may be substituted for internal landscape requirements.

F. Completion of Required Landscaping for New Development

i. Completed Prior to Certificate of Occupancy

Required landscaping shall be completed prior to issuance of a final certificate of occupancy.

Exception: Single-family and duplex/twin-home developments may be issued a temporary certificate of occupancy and given one (1) year to install landscaping per this code with no landscape completion agreement required.

ii. Landscape Completion Agreement

A temporary certificate of occupancy may be issued after approval of a landscape completion agreement for Type A, Type B, or Type B-LSR Developments. The landscape completion agreement shall include the time necessary to complete the required landscaping on the approved Type A, Type B, or Type B-LSR Development Plan, a detailed cost estimate prepared by a licensed landscaping contractor or landscaping professional with itemized material and installation costs necessary to complete the approved landscaping, and financial assurance. Financial assurance for the completion of landscaping shall be in the form acceptable by the City Attorney and shall be ~~125% of~~ the amount identified on the cost estimate approved by the City and shall be for use by the City to install the required landscaping in the event the developer fails to meet the terms of the agreement. The Community Development Director shall have the authority to review and approve all landscape completion agreements and associated financial assurance estimates and may accept financial assurance securing performance of a landscape completion agreement.

5.5.2 Alternate Landscape Plan

An applicant proposing to develop within the City of Douglas may choose to develop an alternate landscape plan in lieu of providing a landscaping plan that directly complies with the requirements of this Chapter. The Community Development Director, in reviewing an alternate landscape plan for a Residential, Commercial, or Type A Development Plan, and the City Council, in reviewing an alternate landscape plan for a Type B or B-LSR Development Plan, ~~shall~~ find that the plan is consistent with the intent of this Section and with the policies and recommendations of the City of Douglas Master Plan. The Community Development Director and City Council ~~shall~~ consider the following in reviewing an alternate landscape plan:

- Whether the benefit to the community and natural environment of the proposed plan will be equivalent to the benefit that would have been provided with strict adherence to the requirements of this Section;
- Whether the plan meets or exceeds the buffering and screening requirements of this Section;
- Whether the plan is consistent with the intent of the applicable Character District guidelines in the City of Douglas Master Plan;
- Whether the plan considers water-wise landscape practices; and
- Whether the plan demonstrates innovative design and use of landscape materials and/or other natural landscaping elements.

5.5.3 Landscape Requirements

A. Internal Landscaping

Commercial, industrial, and multi-family residential developments shall provide a minimum combination of shrubs, trees, green space and/or acceptable water-wise landscape treatments in the form of internal landscaping on the subject property pursuant to the requirements of Table 5.5-1 below unless otherwise approved in an Alternate Landscape Plan. Internal landscaping requirements and the requirements for street trees, buffering, and screening shall be included in the percentage of site required to be landscaped. All remaining open soil areas of the site that have been disturbed by construction that are not water-wise landscaped, xeriscaped, or zero-scaped shall be

restored to the original native condition (or similar via adapted non-invasive species) to prevent erosion and to limit the growth of non-native or noxious weeds.

Table 5.5-1 Internal Landscaping Calculations

Development Type	Property Size	Percentage of Site Required to be Landscaped	Percentage of Landscaped Area Required to be Living Plant Material	Number of Internal Trees Required
Single-Family Residential	0 — 19,999 square feet	Ten percent (10%)	Twenty-five percent (25%) of the 10% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i).
	20,000 square feet — one (1) acre	Eight percent (8%)	Twenty-five percent (25%) of the 8% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i). Two (2) trees encouraged.
	Over one (1) acre	Six percent (6%)	Twenty-five percent (25%) of the 6% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i). Three (3) trees encouraged.
Multi-Family Residential, Manufactured and Mobile Home Parks, and Travel Trailer and RV Parks	0 — 19,999 square feet	Ten percent (10%)	Twenty-five percent (25%) of the 10% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
	20,000 square feet — one (1) acre	Eight percent (8%)	Twenty-five percent (25%) of the 8% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
	Over one (1) acre	Six percent (6%)	Twenty-five percent (25%) of the 6% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
Commercial	No minimum or maximum	Fifteen percent (15%)	Twenty-five percent (25%) of the 15% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
Large Scale Business and/or Commercial by Type B-LSR Development Plan	No minimum or maximum	No % requirement.	Twenty-five percent (25%)	One (1) per 1,000 square feet of required internal landscaping.
Industrial	No minimum or maximum	No % requirement.	No % requirement.	No internal trees required. Place trees adjacent to streets and/or between use types.

- i. Exceptions to Internal Landscaping Requirements
 - a. Developments with approved Alternate Landscape Plans.
 - b. Manufactured and mobile home parks and travel trailer and RV parks shall be subject to the specific internal landscape requirements in Subsection 5.5.3.I below. Single-family residential lots shall only be required to comply with the landscaping requirements in Subsection 5.5.3.H.i. below.

B. Street Trees/Roadway Landscaping

Landscape plans required as a component of Type A, B, or B-LSR Development Plans shall include the placement of street trees meeting the requirements of this Section.

- i. Type A Development Exception

Type A Developments shall not be required to include the placement of street trees as part of the landscape plans.

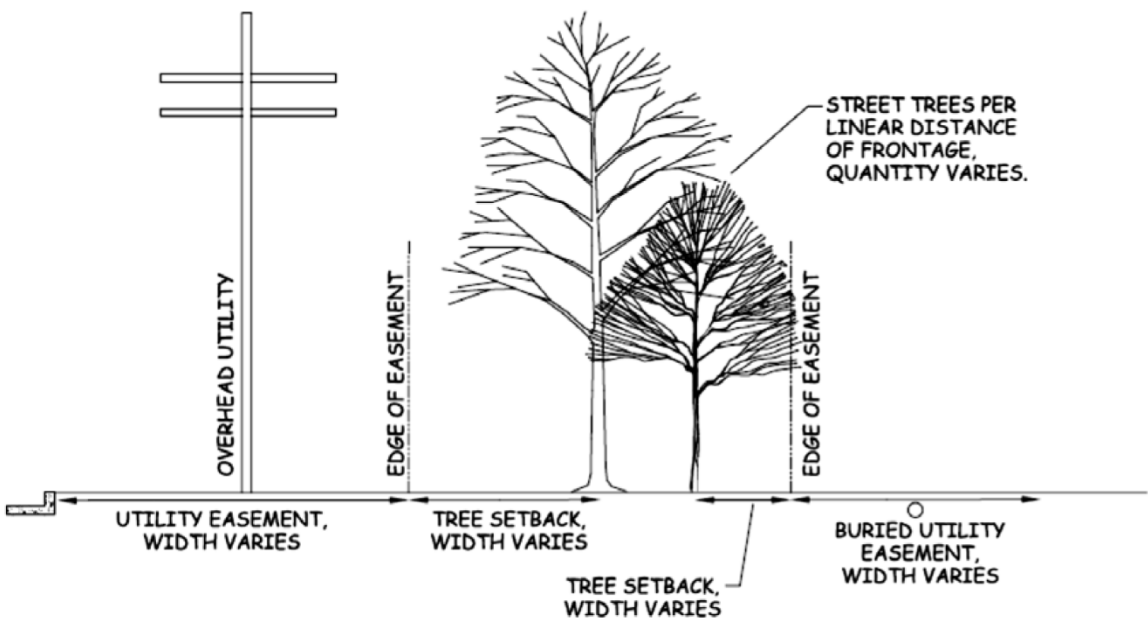
ii. Street Tree Spacing and Setbacks

Small, medium, and large street trees shall meet spacing and setback requirements from easements, public improvements, and other street trees as detailed below in Table 5.5-2 (see also Figure 5.5-2 below for an example of street tree setbacks).

Table 5.5-2 Street Tree Requirements

Street Tree Setbacks		Quantity and Spacing Between Street Trees	
Curb at intersections	35 feet	Small Tree	1 per 30 feet
Street lights	20 feet	Medium Tree	1 per 40 feet
Overhead utilities	10 feet	Large Tree	1 per 50 feet
Attached sidewalks	7 feet		
Below-ground utilities	5 feet		
Alleys, driveways, and fire plugs	10 feet		

Figure 5.5-2: Example of street tree setbacks.



iii. Approved Street Tree Species

The use of any tree species not identified in Table 5.5-3 below shall require prior approval of the Community Development Director in consultation with the City of Douglas ~~Public Works and Utilities Department~~Arborist. Specific justification ~~shall~~ should be provided by the applicant to receive approval to plant any tree that is not compatible with the United States Department of Agriculture (USDA) plant hardiness zone 4, including 4a and 4b, or the equivalent as approved by the ~~Parks and Recreation Director~~the City of Douglas Arborist.

Table 5.5-3 Authorized Street Tree Species

Common Name	Botanical Name	Minimum Caliper Size/Height
Small Trees (also suitable for planting under or near overhead utilities)		
Rocky Mountain Maple	Acer glabrum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper
Norway Maple	Acer platanoides	
Shangtung Maple	Acer truncatum	
Apple Serviceberry	Amelanchier x grandiflora	

Eastern Redbud	Cercis canadensis	NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Cornelian Cherry	Cornus mas	
Russian Hawthorn	Crataegus ambigua	
Thornless Cockspur Hawthorn	Crataegus crus-galli inermis	
Amur Maackia	Maackia amurensis	
Prairie Rose Crabapple (fruitless)	Malus ioensis	
China Snow Lilac	Syringa pekinensis	
Summer Charm Lilac	Syringa pekinensis	
Japanese Tree Lilac	Syringa reticulata	
Summer Sprite Linden	Tilia cordata	
Medium Trees		
Trident Maple	Acer buergeranum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Hedge Maple	Acer campestre	
Miyabe Maple	Acer miyabei	
Red Maple	Acer rubrum	
Pacific Sunset Maple	Acer truncatum	
Ohio Buckeye	Aesculus glabra	
Common Alder	Alnus glutiosa	
European Hornbeam	Carpinus betulus	
Ginkgo	Ginkgo biloba	
Thornless Honeylocust	Gleditsia triacanthos inermis	
Amur Corktree	Phellodendron amurense	
Wavyleaf Oak	Quercus undulata	
Japanese Pagodatree; Scholar tree	Styphnolobium japonicum	
Shamrock, Chancellor, or Corinthian Linden	Tilia cordata	
Prospector Elm	Ulmus wilsoniana	
Large Trees		
Black Maple	Acer nigrum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Sycamore Maple	Acer pseudoplatanus	
Sugar Maple	Acer saccharum	
Yellow Buckeye	Aesculus flava	
Common Horsechestnut	Aesculus hippocastanum	
Pignut Hickory	Carya glabra	
Shagbark Hickory	Carya ovata	
Northern Catalpa	Catalpa speciosa	
Katsuratree	Cercidiphyllum japonicum	
Thornless Honeylocust	Gleditsia triacanthos inermis	
Kentucky Coffeetree	Gymnocladus dioicus	
Tulip Tree	Liriodendron tulipifera	
American Sycamore	Platanus occidentalis	
Swamp White Oak	Quercus bicolor	
Shingle Oak	Quercus imbricaria	
Pin Oak	Quercus palustris	
Chestnut Oak	Quercus prinus	
English Oak	Quercus robur	

MacDaniel's Oak	Quercus x macdanielli	
Ware's Oak	Quercus x warei	
Littleleaf Linden	Tilia cordata	
Silver Linden	Tilia tomentosa	
American Elm	Ulmus americana	

iv. Restricted Species

The following tree species shall be prohibited from use as street trees:

- Boxelders (Acer negundo)
- Siberian elms (Ulmus pumila)
- Any of the poplar (Populus) species including cottonwoods, poplars, and aspens
- Any willow (Salix) species
- Any weeping and pendulous trees
- Any multi-stemmed trees
- Ash (Fraxinus) species
- Walnut (Juglans) species
- Silver maple (Acer saccharinum),
- Freeman maple (Acer x freemannii)
- Sunburst honeylocust (Gleditsia triacanthos inermis 'Sunburst')
- Bradford pear (Pyrus calleryana 'Bradford')
- Mulberry (Morus) species
- Russian-olive (Elaeagnus angustifolia)
- ~~Tree-of-heaven (Ailanthus altissima)~~
- Any State of Wyoming “designated noxious weed” (Wyoming Statutes Section 11-5-102).

C. General Buffering and Screening Requirements

Landscape buffers are intended to provide a visually attractive separation and transition between differing and/or incompatible uses. All Type A, B, and B-LSR Development Plans shall incorporate landscape buffering meeting the requirements of this Section except where adjacent to a similar lot.

Additional buffering requirements may also be required for certain land uses pursuant to the requirements of Chapter 6 of this Code. The Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan, may impose additional project-specific landscape setbacks and/or buffering and screening requirements in order to mitigate any abnormal or exceptional adverse impacts.

i. Clustering of Trees

Trees required for visual screening are encouraged to be clustered in areas subject to increased visual impacts in order to achieve maximum effectiveness. The Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan, may require clustering to increase the effectiveness of screening in visually sensitive areas.

ii. Parking Lot Buffering and Screening

a. Buffering from Rights-of-Way

Landscaping should be used to soften around parking lots in areas adjacent to public rights-of-way. Xeriscape, a combination of plantings and landscape berms, and public art are encouraged. Parking lots shall be buffered from adjacent public rights-of-way with a combination of plantings and landscaped berms. Any landscaping treatments installed for the

~~purpose of screening a parking lot shall be at least three (3) feet in height at full maturity.~~

b. Adjacent to Residential Uses

Any commercial or industrial site adjacent to a residential ~~use or across right-of-way from a residential use shall should~~ be required to screen all parking lots and loading docks with a combination of plantings, landscaped berms, and/or one hundred (100%) percent opaque fences or decorative walls.

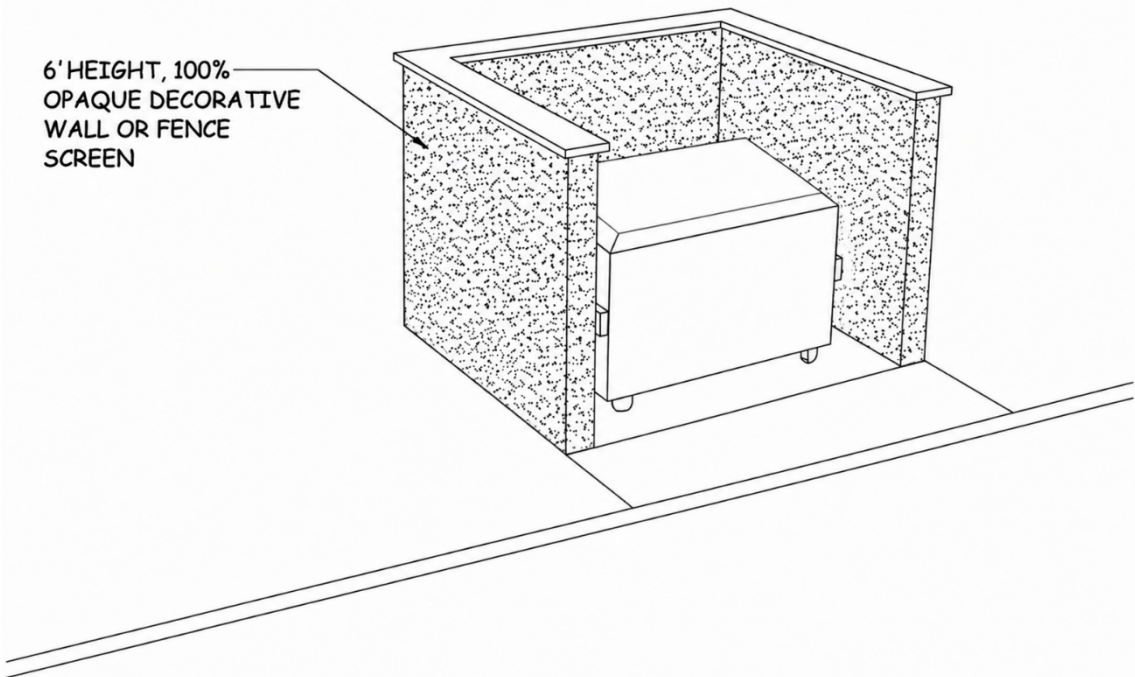
D. Refuse Storage Screening

Refuse storage containers (e.g., dumpsters) serving all non-residential and multi-family residential uses shall be screened from the view of the general public and adjacent properties (see Figure 5.5-3 below for an example of refuse storage screening).

i. Refuse Containers

Refuse container enclosures shall be surrounded on three (3) sides by a one hundred (100%) percent opaque fence or decorative wall and shall be located on the left hand side of the service access drive aisle. Fences and decorative walls used to screen refuse storage containers shall be a minimum of six (6) feet in height. All decorative screening walls exceeding 20 feet in length or six (6) feet in height that are used to screen refuse storage containers shall be designed and certified by a registered engineer in the State of Wyoming. Landscaping may be incorporated around the screening.

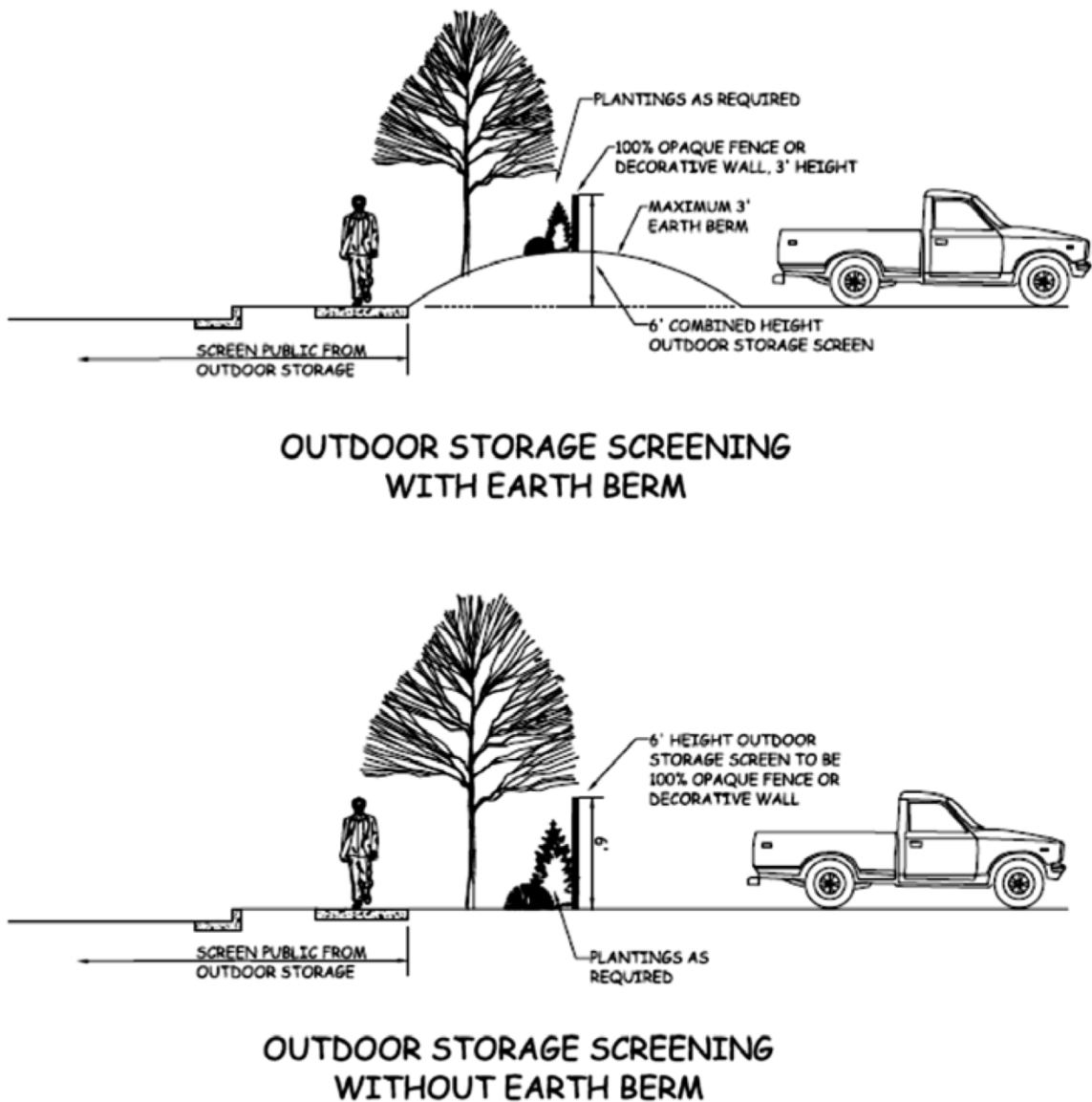
Figure 5.5-3: Example of refuse storage screening.



E. Outdoor Storage Screening (Commercial and Industrial)

Outdoor storage accessory to any ~~non~~-residential or multi-family residential use shall be screened from the view of the public and adjacent properties with a combination of plantings, landscaped berms, and/or one hundred (100%) percent opaque fence or decorative wall. Fences and decorative walls used to screen outdoor storage ~~shall should~~ be a minimum of six (6) feet in height. Any request to construct a decorative screening wall in excess of four (4) feet in height to screen outdoor storage shall be designed and certified by a registered engineer in the State of Wyoming in accordance with section 5.4.1(D) of this Code. ~~The height of an opaque fence or decorative screening wall may be reduced by one (1) foot for every one (1) foot of earthen berm constructed immediately below the fence or wall up to a maximum reduction of the fence or wall height resulting in a three (3) foot fence or decorative screening wall on top of a three (3) foot earthen berm.~~

Figure 5.5-4: Examples of outside storage screening.



F. Commercial Buffering and Screening Requirements

All commercial buildings, parking lots, outdoor storage areas, and refuse containers shall be screened from adjacent residential zoning districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

G. Industrial Buffering and Screening Requirements

All industrial buildings, offices, parking, outdoor storage, and refuse containers shall be screened from adjacent non-industrial zone districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

i. Industrial Screening Fences, Walls, & Combinations

Screening fences or walls shall be at least six (6) feet in height. When using a combination of berms and fences or walls, the minimum height of landscaped earthen berms or decorative screening walls, or combination thereof, ~~shall~~ should be six (6) feet. Under no circumstances ~~shall~~ should an earthen berm exceed three (3) feet in height when combined with a decorative screening wall. Any request to construct a decorative screening wall in excess of six (6) feet in height or twenty (20) feet in length shall require design and certification by a registered engineer in the

State of Wyoming. Any decorative screening wall in excess of six (6) feet in height shall comply with the principal structure setbacks of the respective zoning district.

H. Residential Landscaping Requirements

i. Single-Family Residential Landscaping Requirements

With the exception of driveways, sidewalks and permitted parking areas, residential yards ~~shall~~should be used for the planting and growing of trees, shrubs, gardens, and other water-wise ground covering or landscaping material approved by the City. Vegetation that provides food such as vegetable gardens and fruit-bearing trees are highly encouraged. Each single-family residential site plan shall provide for the planting of a minimum of one (1) tree. No other landscaping requirements shall apply to single-family residential uses.

ii. Multi-Family Residential Buffering Requirements

All multi-family residential buildings, parking lots, outdoor storage areas, and refuse containers shall be screened from adjacent single-family residential zoning districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

I. Manufactured and Mobile Home Parks / Travel Trailer and RV Parks

All manufactured and mobile home parks, including individual manufactured and mobile home units, parking areas, outdoor recreation areas, community buildings, leasing offices and outside storage areas, refuse containers, and maintenance facilities shall be screened from adjacent residential and non-residential zone districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

All travel trailer and RV parks, including individual units, parking areas, outdoor recreation areas, community buildings, leasing offices, refuse containers, and maintenance facilities, shall be screened from adjacent residential and non-residential zone districts with a combination of plantings, landscaped berms, and/or decorative walls/fences.

The City Council, in approving a Type B Development Plan, may require increased landscape buffers and screening between the proposed Park and adjacent uses or zoning districts.

i. Landscaping Plan Required

All manufactured and/or mobile home park development plans shall include a landscaping plan for the entire plan area.

ii. Compliance with General Landscape Requirements of this Section

Manufactured and mobile home parks shall comply with the general landscape requirements of this Chapter.

iii. Internal Landscape Requirements

A minimum of ten (10%) percent of the gross site area shall be reserved for a park and recreational area. A minimum of one (1) tree shall be planted within the park and recreation area for every six hundred (600) square feet of the total park and recreation area.

iv. Required Landscape Buffer

Manufactured and/or mobile home parks or travel trailer and RV parks abutting a residential, commercial, or industrial zoning district shall provide a landscape buffer. Buffering may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls,

artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

v. Screening Requirements When Adjacent to Public Streets or Rights-of-Way

Manufactured and/or mobile home parks or travel trailer and RV parks ~~shall~~ should be buffered from adjacent public rights-of-way. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

J. Irrigation and Maintenance

i. Irrigation Plan Required

An irrigation plan shall be submitted with all landscape plans in support of a Type B or Type B-LSR Development Plan. The irrigation plan ~~shall~~ should include irrigation guidelines and/or system specifications to ensure the proper installation, growth, and maintenance of all plant materials identified on the landscape plan.

ii. Maintenance Required

Landscaping shall be regularly maintained, watered, trimmed and cared for at the expense of the property owner. All landscaping must be living and in good health. Dead or unhealthy vegetation must be replaced at the owner's expense within sixty (60) days. Landscaping not replaced within sixty (60) days of the date of a determination of non-compliance shall be subject to the enforcement provisions of Chapter 9 of this Code and may result in a citation.

K. Obstructions Prohibited

Trees, shrubs, or other landscaping treatments that are installed, planted, or otherwise located in the front or side yard of a lot or parcel shall not create any of the following obstructions:

- The view of vehicular traffic within the sight line triangle at any street or alley intersection;
- The view of pedestrian or vehicular traffic within a fifteen (15) foot sight line triangle at any existing or proposed driveway; or
- Access to any fire hydrant or which encroaches within a three (3) foot radius of any existing or approved fire hydrant location.

PASSED AND APPROVED ON FIRST READING this 22nd day of June, 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. 1070

AN ORDINANCE AMENDING SECTION 16.5.5 OF THE DOUGLAS MUNICIPAL CODE
PERTAINING TO LANDSCAPING, BUFFERING, AND SCREENING

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

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

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

Section 1. Title 16.5.5 of the Douglas Municipal Code is hereby repealed and amended to read as follows:

5.5 Landscaping, Buffering, and Screening

5.5.1 General

A. Intent

This Section is intended to provide uniform standards for the installation and maintenance of landscaping, buffering, and screening. Application of these standards during the site development planning process should be based upon the following:

- The City of Douglas strongly encourages water-wise landscaping wherever feasible;
- The use of water-wise landscaping practices that promote efficient water use and water conservation;
- The provision of adequate visual screening between differing or incompatible uses;
- Promoting higher quality developments in terms of design and visual relief;
- Discourage the spread of noxious weeds and invasive plant species;
- Promoting the development of healthy, hardy and regionally appropriate landscapes that are low maintenance and sustainable in the local environment; and
- Enhancing the visual character of development by planning for inclusion of natural surface treatments in a manner that is consistent with the goals, principles, and policies of the City of Douglas Master Plan.

B. Definitions

Alteration, Substantial or Expansion: Any change or enlargement of any building or other improvement that will, upon completion, effect a change in use that will increase the applicable parking requirements provided in this Code, or any repair, reconstruction, rehabilitation, addition or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the current market value of the structure either before the improvement or repair is started; or if the structure has been damaged and is being restored, before the damage occurred.

Development, Type A: A Type A development project has a value of less than seven hundred fifty thousand dollars (\$750,000.00), or that would result in a structure of less than five thousand (5,000) square feet.

Development, Type B: A Type B development project has a value of more than seven hundred fifty thousand dollars (\$750,000.00), or that would result in a structure of five thousand (5,000) square feet or larger.

Development, Type B-LSR: A Type B-LSR (Large Scale Retail) development project means any retail business which occurs individually or jointly in a single structure or combination of structures situated upon a building site under the same ownership, in excess of twenty-five thousand (25,000) gross square feet of floor area.

Turfgrass: Turfgrass means various grasses (such as Kentucky bluegrass or turf-type tall fescue) grown to form turf and which (generally) can be produced in sod form.

Water-Wise Landscape: Focused on a sustainable design and management practice that conserves water in outdoor environments. Emphasizes the use of native, drought-tolerant plants, efficient irrigation (like drip systems), and soil optimization to minimize the need for supplemental watering.

Xeriscape Landscape: Focuses on a landscaping method developed for arid and semiarid climates that utilizes water-conserving techniques (such as the use of drought-tolerant plants, mulch, and efficient irrigation).

Zero-scape Landscape: Focuses on low-water, low-maintenance landscaping style consisting of dirt, mulch, or gravel with essentially zero plants. Leans towards barren, rock-heavy yards with minimal or no planting.

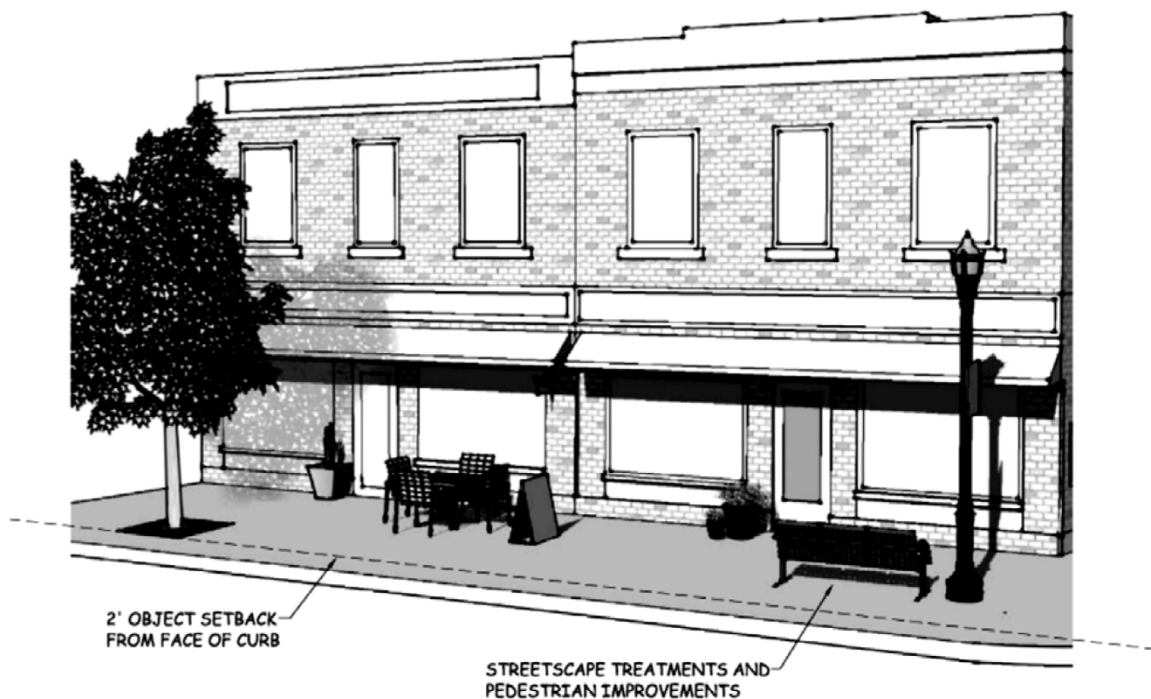
C. Applicability

The landscaping requirements of this section shall apply to any new construction or development and to any substantial alteration, expansion, or change in use of an existing building requiring the approval of a development plan pursuant to the requirements of Chapter 3 of this Code. Any Type A, B, or B-LSR Development Plan that includes a plan to change the use of a building or structure from a residential use to a non-residential use shall include a landscaping plan that complies with the requirements of this section. Section 5.5.3.J, Irrigation and Maintenance, shall apply to all commercial, industrial, multi-family, manufactured and/or mobile home park, and travel trailer and RV park landscaping. Additional landscaping standards are required for specific uses pursuant to Chapter 6 of this Code.

D. Exceptions/Exemptions

Development within the CB-1 (Downtown Business) zoning district and the Douglas Downtown Historic District is exempt from the standard landscaping requirements in this Section, but shall comply with the landscape requirements for the Downtown Douglas Historic District, the downtown area design guidelines, and Downtown Revitalization Plan, 2015, as amended. A plan for landscaping treatments shall be provided with a Type A, Type B, and Type B-LSR Development Plan for developments within the CB-1 (Downtown Business) zoning district. The plan for landscaping treatments should provide for a combination of two (2) or more of the following treatments and pedestrian improvements: outdoor tree boxes, vegetative planting boxes, hanging potted planters, wall planters, outdoor seating and/or dining areas, street furniture, and outdoor art approved by the Community Development Director or City Council, as applicable (see Figure 5.5-1 below for an example of acceptable landscaping treatments).

Figure 5.5-1: Example of acceptable landscaping treatments and streetscape within the CB-1 (Downtown Business) Zoning District



E. Landscape Materials

i. Authorized Landscaping Materials

All plant materials proposed in the landscaping plan of a Type A, B, or B-LSR Development Plan for multifamily, industrial, or commercial developments should be specified according to the American Standard for Nursery Stock.

ii. Combination of Plant Materials and Landscape Treatments

Landscape plans should provide a mix of shrubs, trees, green space and/or acceptable water-wise landscaping along with non-living material such as mulch, gravel, boulders, or decorative elements.

The required landscape area shall consist of a minimum of twenty-five (25%) percent living plant material based on mature size of vegetation per Table 5.5-1. The foliage crown of deciduous trees may be used in the 25% living material calculation.

iii. Zero-scape

Zero-scape may be used in place of required landscaping provided trees are included to reduce the “heat-island” effect.

iv. Minimizing Turfgrass

To the extent possible, irrigated water-wise turfgrass shall be minimized and limited only functional areas and not used for strictly ornamental purposes.

v. Traditional Spray Irrigation

Traditional sprinkler systems should be limited to non-native turfgrass and the native grasses and adapted species described in this code. All other irrigation systems should be drip or micro spray systems.

vi. Minimizing Synthetic Turf

To the extent possible, synthetic turf should be minimized and should include a minimum of one tree to reduce “heat-island” effect.

Exception: Synthetic turf used for recreational purposes such as ballfields.

vii. Outdoor Amenities

Development within character districts or where a zero building setback line exists may propose the use of outdoor amenities, including, but not limited to, outdoor dining and/or seating areas, public art, and/or street furniture, and may be substituted for internal landscape requirements.

F. Completion of Required Landscaping for New Development

i. Completed Prior to Certificate of Occupancy

Required landscaping shall be completed prior to issuance of a final certificate of occupancy.

Exception: Single-family and duplex/twin-home developments may be issued a temporary certificate of occupancy and given one (1) year to install landscaping per this code with no landscape completion agreement required.

ii. Landscape Completion Agreement

A temporary certificate of occupancy may be issued after approval of a landscape completion agreement for Type A, Type B, or Type B-LSR Developments. The landscape completion agreement shall include the time necessary to complete the required landscaping on the approved Type A, Type B, or Type B-LSR Development Plan, a detailed cost estimate prepared by a licensed landscaping contractor or landscaping professional with itemized material and installation costs necessary to complete the approved landscaping, and financial assurance. Financial assurance for the completion of landscaping shall be in the form acceptable by the City Attorney and shall be 125% of the amount identified on the cost estimate approved by the City and shall be for use by the City to install the required landscaping in the event the developer fails to meet the terms of the agreement. The Community Development Director shall have the authority to review and approve all landscape completion agreements and associated financial assurance estimates and may accept financial assurance securing performance of a landscape completion agreement.

5.5.2 Alternate Landscape Plan

An applicant proposing to develop within the City of Douglas may choose to develop an alternate landscape plan in lieu of providing a landscaping plan that directly complies with the requirements of this Chapter. The Community Development Director, in reviewing an alternate landscape plan for a Residential, Commercial, or Type A Development Plan, and the City Council, in reviewing an alternate landscape plan for a Type B or B-LSR Development Plan, should find that the plan is consistent with the intent of this Section and with the policies and recommendations of the City of Douglas Master Plan. The Community Development Director and City Council should consider the following in reviewing an alternate landscape plan:

- Whether the benefit to the community and natural environment of the proposed plan will be equivalent to the benefit that would have been provided with strict adherence to the requirements of this Section;
- Whether the plan meets or exceeds the buffering and screening requirements of this Section;
- Whether the plan is consistent with the intent of the applicable Character District guidelines in the City of Douglas Master Plan;
- Whether the plan considers water-wise landscape practices; and
- Whether the plan demonstrates innovative design and use of landscape materials and/or other natural landscaping elements.

5.5.3 Landscape Requirements

A. Internal Landscaping

Commercial, industrial, and multi-family residential developments shall provide a minimum combination of shrubs, trees, green space and/or acceptable water-wise landscape treatments in the form of internal landscaping on the subject property pursuant to the requirements of Table 5.5-1 below unless otherwise approved in an Alternate Landscape Plan. Internal landscaping requirements and the requirements for street trees, buffering, and screening shall be included in the percentage of site required to be landscaped. All remaining open soil areas of the site that have been disturbed by construction that are not water-wise landscaped, xeriscaped, or zero-scaped shall be

restored to the original native condition (or similar via adapted non-invasive species) to prevent erosion and to limit the growth of non-native or noxious weeds.

Table 5.5-1 Internal Landscaping Calculations

Development Type	Property Size	Percentage of Site Required to be Landscaped	Percentage of Landscaped Area Required to be Living Plant Material	Number of Internal Trees Required
Single-Family Residential	0 — 19,999 square feet	Ten percent (10%)	Twenty-five percent (25%) of the 10% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i).
	20,000 square feet — one (1) acre	Eight percent (8%)	Twenty-five percent (25%) of the 8% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i). Two (2) trees encouraged.
	Over one (1) acre	Six percent (6%)	Twenty-five percent (25%) of the 6% of site required to be landscaped.	One (1) per 16.5.5.3(H)(i). Three (3) trees encouraged.
Multi-Family Residential, Manufactured and Mobile Home Parks, and Travel Trailer and RV Parks	0 — 19,999 square feet	Ten percent (10%)	Twenty-five percent (25%) of the 10% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
	20,000 square feet — one (1) acre	Eight percent (8%)	Twenty-five percent (25%) of the 8% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
	Over one (1) acre	Six percent (6%)	Twenty-five percent (25%) of the 6% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
Commercial	No minimum or maximum	Fifteen percent (15%)	Twenty-five percent (25%) of the 15% of site required to be landscaped.	One (1) per 1,000 square feet of required internal landscaping.
Large Scale Business and/or Commercial by Type B-LSR Development Plan	No minimum or maximum	No % requirement.	Twenty-five percent (25%)	One (1) per 1,000 square feet of required internal landscaping.
Industrial	No minimum or maximum	No % requirement.	No % requirement.	No internal trees required. Place trees adjacent to streets and/or between use types.

- i. Exceptions to Internal Landscaping Requirements
 - a. Developments with approved Alternate Landscape Plans.
 - b. Manufactured and mobile home parks and travel trailer and RV parks shall be subject to the specific internal landscape requirements in Subsection 5.5.3.I below. Single-family residential lots shall only be required to comply with the landscaping requirements in Subsection 5.5.3.H.i. below.

B. Street Trees/Roadway Landscaping

Landscape plans required as a component of Type A, B, or B-LSR Development Plans shall include the placement of street trees meeting the requirements of this Section.

- i. Type A Development Exception

Type A Developments shall not be required to include the placement of street trees as part of the landscape plans.

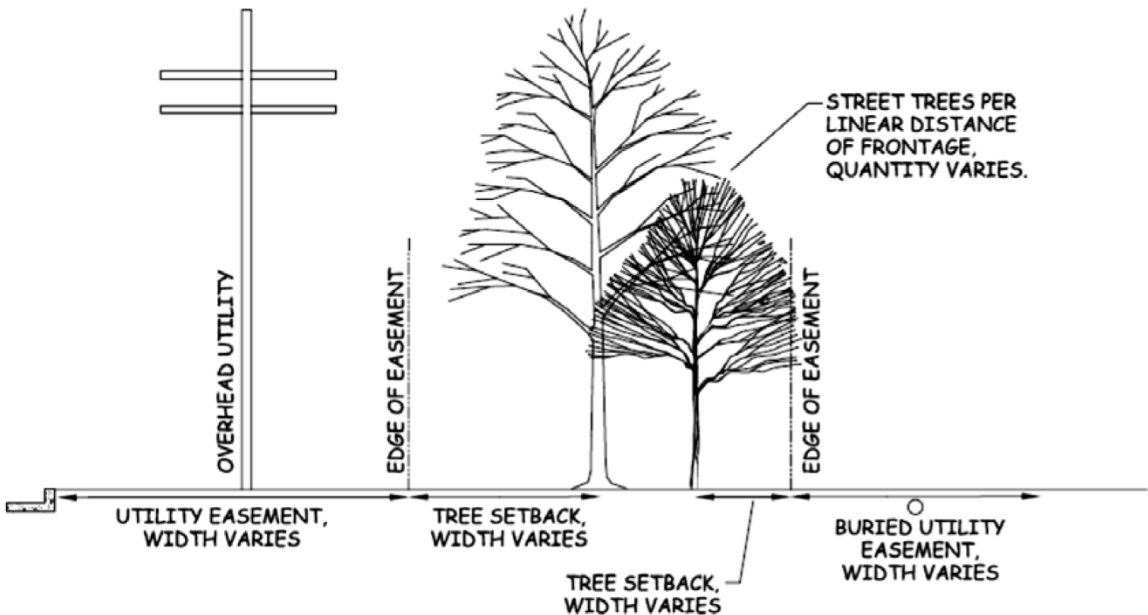
ii. Street Tree Spacing and Setbacks

Small, medium, and large street trees shall meet spacing and setback requirements from easements, public improvements, and other street trees as detailed below in Table 5.5-2 (see also Figure 5.5-2 below for an example of street tree setbacks).

Table 5.5-2 Street Tree Requirements

Street Tree Setbacks		Quantity and Spacing Between Street Trees	
Curb at intersections	35 feet	Small Tree	1 per 30 feet
Street lights	20 feet	Medium Tree	1 per 40 feet
Overhead utilities	10 feet	Large Tree	1 per 50 feet
Attached sidewalks	7 feet		
Below-ground utilities	5 feet		
Alleys, driveways, and fire plugs	10 feet		

Figure 5.5-2: Example of street tree setbacks.



iii. Approved Street Tree Species

The use of any tree species not identified in Table 5.5-3 below shall require prior approval of the Community Development Director in consultation with the City of Douglas Arborist. Specific justification should be provided by the applicant to receive approval to plant any tree that is not compatible with the United States Department of Agriculture (USDA) plant hardiness zone 4, including 4a and 4b, or the equivalent as approved by the City of Douglas Arborist.

Table 5.5-3 Authorized Street Tree Species

Common Name	Botanical Name	Minimum Caliper Size/Height
Small Trees (also suitable for planting under or near overhead utilities)		
Rocky Mountain Maple	Acer glabrum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper
Norway Maple	Acer platanoides	
Shangtung Maple	Acer truncatum	
Apple Serviceberry	Amelanchier x grandiflora	
Eastern Redbud	Cercis canadensis	

Cornelian Cherry	Cornus mas	NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Russian Hawthorn	Crataegus ambigua	
Thornless Cockspur Hawthorn	Crataegus crus-galli inermis	
Amur Maackia	Maackia amurensis	
Prairie Rose Crabapple (fruitless)	Malus ioensis	
China Snow Lilac	Syringa pekinensis	
Summer Charm Lilac	Syringa pekinensis	
Japanese Tree Lilac	Syringa reticulata	
Summer Sprite Linden	Tilia cordata	
Medium Trees		
Trident Maple	Acer buergeranum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Hedge Maple	Acer campestre	
Miyabe Maple	Acer miyabei	
Red Maple	Acer rubrum	
Pacific Sunset Maple	Acer truncatum	
Ohio Buckeye	Aesculus glabra	
Common Alder	Alnus glutiosa	
European Hornbeam	Carpinus betulus	
Ginkgo	Ginkgo biloba	
Thornless Honeylocust	Gleditsia triacanthos inermis	
Amur Corktree	Phellodendron amurense	
Wavyleaf Oak	Quercus undulata	
Japanese Pagodatree; Scholar tree	Styphnolobium japonicum	
Shamrock, Chancellor, or Corinthian Linden	Tilia cordata	
Prospector Elm	Ulmus wilsoniana	
Large Trees		
Black Maple	Acer nigrum	<u>Broadleaf Trees</u> • All residential except multi-family residential = 1.5" caliper • Multi-Family Residential = 2" caliper • Business/Commercial and Industrial = 2.5" caliper NOTE: Tree caliper shall be measured at six (6) inches above the tree's natural ground line for trees less than four (4) feet in height or at twelve (12) inches for trees greater than four (4) feet in height. <u>Conifer Trees</u> • Shall be a minimum of five (5) feet in height at the time of planting for all uses.
Sycamore Maple	Acer pseudoplatanus	
Sugar Maple	Acer saccharum	
Yellow Buckeye	Aesculus flava	
Common Horsechestnut	Aesculus hippocastanum	
Pignut Hickory	Carya glabra	
Shagbark Hickory	Carya ovata	
Northern Catalpa	Catalpa speciosa	
Katsuratree	Cercidiphyllum japonicum	
Thornless Honeylocust	Gleditsia triacanthos inermis	
Kentucky Coffeetree	Gymnocladus dioicus	
Tulip Tree	Liriodendron tulipifera	
American Sycamore	Platanus occidentalis	
Swamp White Oak	Quercus bicolor	
Shingle Oak	Quercus imbricaria	
Pin Oak	Quercus palustris	
Chestnut Oak	Quercus prinus	
English Oak	Quercus robur	

MacDaniel's Oak	Quercus x macdanielli	
Ware's Oak	Quercus x warei	
Littleleaf Linden	Tilia cordata	
Silver Linden	Tilia tomentosa	
American Elm	Ulmus americana	

iv. Restricted Species

The following tree species shall be prohibited from use as street trees:

- Boxelders (Acer negundo)
- Siberian elms (Ulmus pumila)
- Any of the poplar (Populus) species including cottonwoods, poplars, and aspens
- Any willow (Salix) species
- Any weeping and pendulous trees
- Any multi-stemmed trees
- Ash (Fraxinus) species
- Walnut (Juglans) species
- Silver maple (Acer saccharinum),
- Freeman maple (Acer x freemannii)
- Sunburst honeylocust (Gleditsia triacanthos inermis 'Sunburst')
- Bradford pear (Pyrus calleryana 'Bradford')
- Mulberry (Morus) species
- Russian-olive (Elaeagnus angustifolia)
- Tree-of-heaven (Ailanthus altissima)
- Any State of Wyoming “designated noxious weed” (Wyoming Statutes Section 11-5-102).

C. General Buffering and Screening Requirements

Landscape buffers are intended to provide a visually attractive separation and transition between differing and/or incompatible uses. All Type A, B, and B-LSR Development Plans shall incorporate landscape buffering meeting the requirements of this Section except where adjacent to a similar lot.

Additional buffering requirements may also be required for certain land uses pursuant to the requirements of Chapter 6 of this Code. The Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan, may impose additional project-specific landscape setbacks and/or buffering and screening requirements in order to mitigate any abnormal or exceptional adverse impacts.

i. Clustering of Trees

Trees required for visual screening are encouraged to be clustered in areas subject to increased visual impacts in order to achieve maximum effectiveness. The Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan, may require clustering to increase the effectiveness of screening in visually sensitive areas.

ii. Parking Lot Buffering and Screening

a. Buffering from Rights-of-Way

Landscaping should be used to soften around parking lots in areas adjacent to public rights-of-way. Xeriscape, a combination of plantings and landscape berms, and public art are encouraged.

b. Adjacent to Residential Uses

Any commercial or industrial site adjacent to a residential should be required to screen all parking lots and loading docks with a combination of plantings, landscaped berms, and/or one hundred (100%) percent opaque fences or decorative walls.

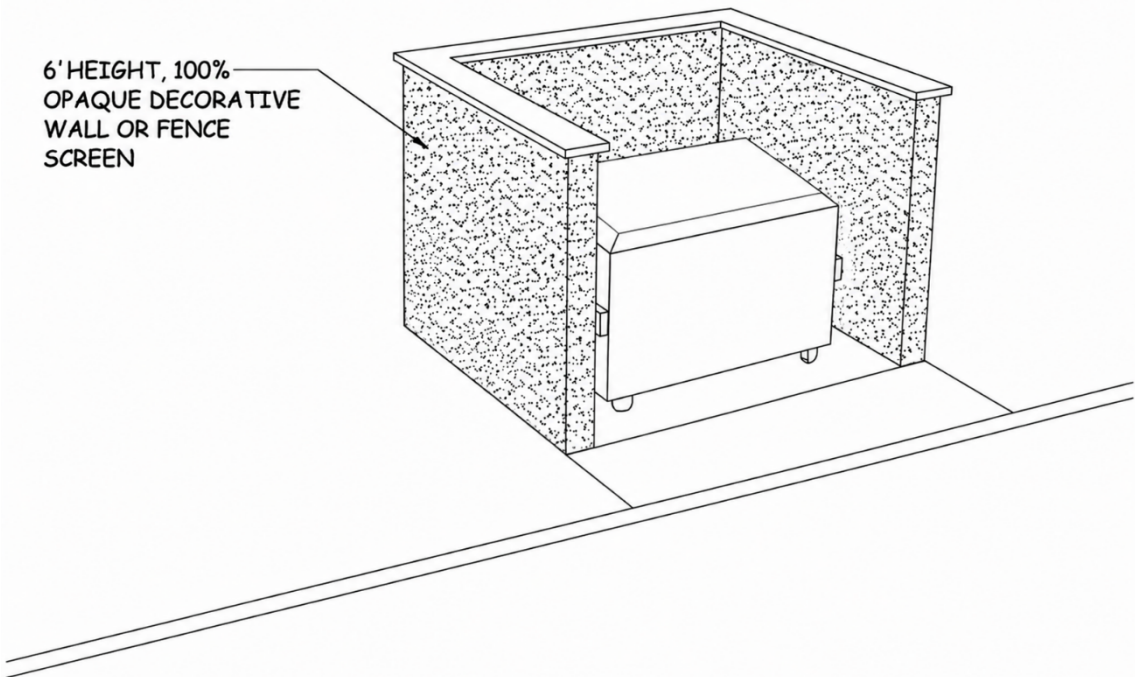
D. Refuse Storage Screening

Refuse storage containers (e.g., dumpsters) serving all non-residential and multi-family residential uses shall be screened from the view of the general public and adjacent properties (see Figure 5.5-3 below for an example of refuse storage screening).

i. Refuse Containers

Refuse container enclosures shall be surrounded on three (3) sides by a one hundred (100%) percent opaque fence or decorative wall and shall be located on the left hand side of the service access drive aisle. Fences and decorative walls used to screen refuse storage containers shall be a minimum of six (6) feet in height. All decorative screening walls exceeding 20 feet in length or six (6) feet in height that are used to screen refuse storage containers shall be designed and certified by a registered engineer in the State of Wyoming. Landscaping may be incorporated around the screening.

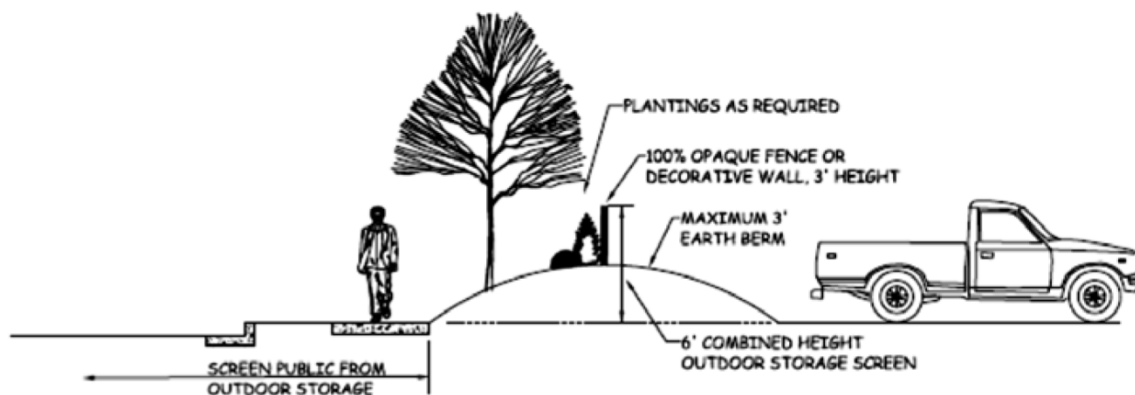
Figure 5.5-3: Example of refuse storage screening.



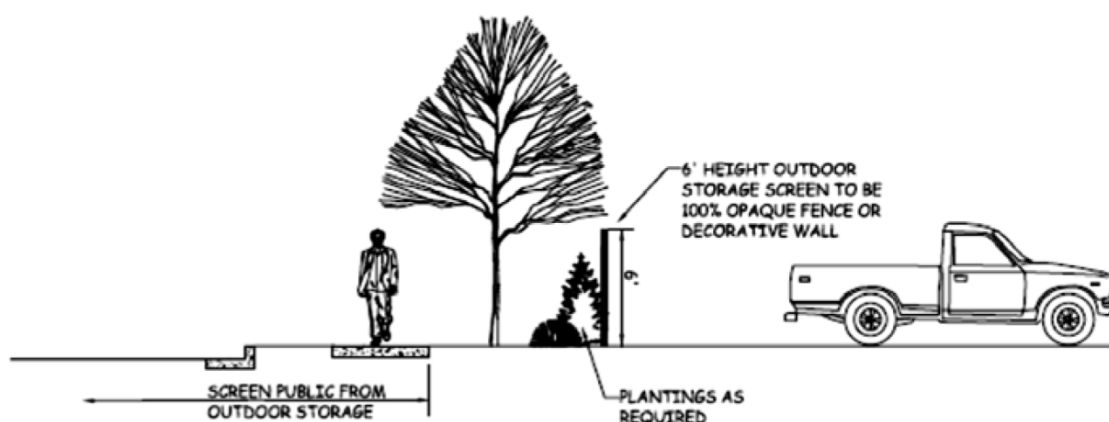
E. Outdoor Storage Screening (Commercial and Industrial)

Outdoor storage accessory to any residential or multi-family residential use shall be screened from the view of the public and adjacent properties with a combination of plantings, landscaped berms, and/or one hundred (100%) percent opaque fence or decorative wall. Fences and decorative walls used to screen outdoor storage should be a minimum of six (6) feet in height. Any request to construct a decorative screening wall in excess of four (4) feet in height to screen outdoor storage shall be designed and certified by a registered engineer in the State of Wyoming in accordance with section 5.4.1(D) of this Code.

Figure 5.5-4: Examples of outside storage screening.



**OUTDOOR STORAGE SCREENING
WITH EARTH BERM**



**OUTDOOR STORAGE SCREENING
WITHOUT EARTH BERM**

F. Commercial Buffering and Screening Requirements

All commercial buildings, parking lots, outdoor storage areas, and refuse containers shall be screened from adjacent residential zoning districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

G. Industrial Buffering and Screening Requirements

All industrial buildings, offices, parking, outdoor storage, and refuse containers shall be screened from adjacent non-industrial zone districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

i. Industrial Screening Fences, Walls, & Combinations

Screening fences or walls shall be at least six (6) feet in height. When using a combination of berms and fences or walls, the minimum height of landscaped earthen berms or decorative screening walls, or combination thereof, should be six (6) feet. Under no circumstances should an earthen berm exceed three (3) feet in height when combined with a decorative screening wall. Any request to construct a decorative screening wall in excess of six (6) feet in height or twenty (20) feet in length shall require design and certification by a registered engineer in the State of Wyoming. Any decorative screening wall in excess of six (6) feet in height shall comply with the principal structure setbacks of the respective zoning district.

H. Residential Landscaping Requirements

i. Single-Family Residential Landscaping Requirements

With the exception of driveways, sidewalks and permitted parking areas, residential yards should be used for the planting and growing of trees, shrubs, gardens, and other water-wise ground covering or landscaping material approved by the City. Vegetation that provides food such as vegetable gardens and fruit-bearing trees are highly encouraged. Each single-family residential site plan shall provide for the planting of a minimum of one (1) tree. No other landscaping requirements shall apply to single-family residential uses.

ii. Multi-Family Residential Buffering Requirements

All multi-family residential buildings, parking lots, outdoor storage areas, and refuse containers shall be screened from adjacent single-family residential zoning districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

I. Manufactured and Mobile Home Parks / Travel Trailer and RV Parks

All manufactured and mobile home parks, including individual manufactured and mobile home units, parking areas, outdoor recreation areas, community buildings, leasing offices and outside storage areas, refuse containers, and maintenance facilities shall be screened from adjacent residential and non-residential zone districts. Screening may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

All travel trailer and RV parks, including individual units, parking areas, outdoor recreation areas, community buildings, leasing offices, refuse containers, and maintenance facilities, shall be screened from adjacent residential and non-residential zone districts with a combination of plantings, landscaped berms, and/or decorative walls/fences.

The City Council, in approving a Type B Development Plan, may require increased landscape buffers and screening between the proposed Park and adjacent uses or zoning districts.

i. Landscaping Plan Required

All manufactured and/or mobile home park development plans shall include a landscaping plan for the entire plan area.

ii. Compliance with General Landscape Requirements of this Section

Manufactured and mobile home parks shall comply with the general landscape requirements of this Chapter.

iii. Internal Landscape Requirements

A minimum of ten (10%) percent of the gross site area shall be reserved for a park and recreational area. A minimum of one (1) tree shall be planted within the park and recreation area for every six hundred (600) square feet of the total park and recreation area.

iv. Required Landscape Buffer

Manufactured and/or mobile home parks or travel trailer and RV parks abutting a residential, commercial, or industrial zoning district shall provide a landscape buffer. Buffering may include a combination of plantings, landscaped earthen berms, a one hundred (100%) percent opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the

Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

v. Screening Requirements When Adjacent to Public Streets or Rights-of-Way

Manufactured and/or mobile home parks or travel trailer and RV parks should be buffered from adjacent public rights-of-way. Screening may include a combination of plantings, landscaped earthen berms, a one hundred percent (100%) opaque fences and decorative walls, artistic/cultural features, and/or another type of screening as approved by the Community Development Director, in approving a Type A Development Plan, and the City Council, in approving a Type B or B-LSR Development Plan.

J. Irrigation and Maintenance

i. Irrigation Plan Required

An irrigation plan shall be submitted with all landscape plans in support of a Type B or Type B-LSR Development Plan. The irrigation plan should include irrigation guidelines and/or system specifications to ensure the proper installation, growth, and maintenance of all plant materials identified on the landscape plan.

ii. Maintenance Required

Landscaping shall be regularly maintained, watered, trimmed, and cared for at the expense of the property owner. All landscaping must be living and in good health. Dead or unhealthy vegetation must be replaced at the owner's expense within sixty (60) days. Landscaping not replaced within sixty (60) days of the date of a determination of non-compliance shall be subject to the enforcement provisions of Chapter 9 of this Code and may result in a citation.

K. Obstructions Prohibited

Trees, shrubs, or other landscaping treatments that are installed, planted, or otherwise located in the front or side yard of a lot or parcel shall not create any of the following obstructions:

- The view of vehicular traffic within the sight line triangle at any street or alley intersection;
- The view of pedestrian or vehicular traffic within a fifteen (15) foot sight line triangle at any existing or proposed driveway; or
- Access to any fire hydrant or which encroaches within a three (3) foot radius of any existing or approved fire hydrant location.

PASSED AND APPROVED ON FIRST READING this 10th day of August, 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



Agenda Item Report

City Council – September 14, 2026

Item

Proclamation: Childhood Cancer Awareness 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
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. 2026 Childhood Cancer Awareness Month

Proclamation

WHEREAS, Jason's Friends Foundation is currently supporting over 184 Wyoming families who have had the misfortune of having a child diagnosed with cancer, brain and spinal cord tumors, and will continue to help these families until their child reaches 21 years of age; and

WHEREAS, Jason's Friends Foundation has enrolled 15 new families so far in 2026 alone compared to 31 total in 2025 and 21 total in 2024, this sharp increase is a sobering reminder of the ongoing need in Wyoming; and

WHEREAS, Jason's Friends Foundation has expended over \$9,400,000 directly to Wyoming families of children with cancer, brain or spinal cord tumors since its inception in 1996, preventing financial instability and relieving much of their financial burden; and

WHEREAS, over 74 Wyoming children have lost their battle with cancer, brain, or spinal cord tumors in the last 30 years; and

WHEREAS, cancer affects children and young adults differently as their bodies are still developing and the side effects of the treatment alone can cause more harm to their maturing systems; and

WHEREAS, September is observed internationally as Childhood Cancer Awareness Month;

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

CHILDHOOD CANCER AWARENESS 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 14th day of September, 2026.

ATTEST:

Kim Pexton, Mayor

Devon Litzsinger, City Clerk



Agenda Item Report

City Council – September 14, 2026

Item

Proclamation: Hunger Action 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
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. 20260914 Hunger Action Month

Proclamation

WHEREAS, hunger is of vital concern in Wyoming where food insecurity rates are at a more than 10-year high, including one in every 7 individuals and one in every five children, experience food insecurity; and; and

WHEREAS, every person deserves access to the food and resources they need to live a full, healthy life. Yet millions of people in the U.S. experience food insecurity—and when people don't have enough to eat, it impacts their health, education, and future opportunities; and

WHEREAS, the City of Douglas is committed to taking steps to combat hunger in every part of our community and to provide additional resources that are needed; and

WHEREAS, the City of Douglas is committed to working with Food Bank of Wyoming to educate people about the role and importance of the Feeding America network and how it stands alongside neighbors facing hunger to ensure everyone has access to the food and resources they need to thrive; and

WHEREAS, more than 2,230 individuals in Converse County, over 16.2% of the population, are estimated to experience food insecurity today;

WHEREAS, Food Bank of Wyoming distributed more than 12 million pounds of food to Wyomingites experiencing food insecurity in 2025 through a network of agency partners, food pantries, meal programs and other community organizations; and

WHEREAS, the month of September has been designated "Hunger Action Month" to bring communities together to elevate the voices of people who experience food insecurity and inspire everyone to take action in the movement to end hunger; and

WHEREAS, food banks across the country, including the members of the Feeding America Network will host numerous events throughout the month of September to bring awareness and help end hunger in their local community

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

HUNGER ACTION MONTH

And encourage all citizens to increase their understanding and awareness of food insecurity and how it impacts our nation, state, county, and communities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of Douglas, Wyoming, to be affixed this 14th day of September 2026.

ATTEST:

Kim Pexton, Mayor

Devon Litzsinger, City Clerk



Agenda Item Report

City Council – September 14, 2026

Item

Building The 112 Together: Douglas Main Street, Historic Preservation, Arts & Culture

Responsible Staff Contact

Clara Chaffin

Recommendation

Executive Summary

Building The 112 Together: A Collaborative Vision for The 112

The concept of “Building The 112 Together” was brought forward to City staff through community interest and, in particular, by the Historic Preservation Commission, Douglas Main Street, and Arts & Culture Board of Trustees. Their interest in working together presents an opportunity for the City to demonstrate how its adopted plans, appointed boards, and community partners can work collectively toward a shared vision.

The 2026 Community Blueprint, Downtown Master Plan, and Historic Preservation Plan already provide a strong policy foundation for this work. The three boards bring complementary expertise: Historic Preservation can connect The 112 to Douglas’s history and identity; Main Street can connect the space to downtown businesses, events, and economic activity; and Arts & Culture can bring public art, creativity, and cultural programming. Together, these efforts create meaningful placemaking.

Community input gathered through the Blueprint, downtown planning, Safe Streets for All, open houses, community events, and engagement with residents has consistently pointed toward a flexible downtown gathering space. Ideas include concerts, markets, food trucks, pop-up vendors, community events, outdoor games, informal gathering, public art, and interpretive features. Seating, lighting, shade, and pedestrian connections were also identified as important.

A key theme is flexibility. Rather than filling the site with permanent amenities that limit how the space can be used, The 112 should provide the infrastructure and framework to support many activities while allowing programming and community needs to evolve over time.

The City’s role is to establish the framework through planning, site design, and infrastructure, while the community and appointed boards help shape how the space is

activated, programmed, interpreted, and improved. This approach allows The 112 to become more than a park or event venue: it can become a place where residents gather, businesses participate, history is celebrated, arts and culture are experienced, and the community comes together.

The 112 is an opportunity to build on work the community and its appointed boards have already initiated: to turn adopted plans, community input, and shared ideas into a living, evolving downtown destination.

Attached is a concept that incorporates all feasible community input with minimal long-term maintenance. It is understood that this will take time and resources. The collaborative group is interested in seeking grant funding with the City's support.

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. The 112 Concept



MULTIPURPOSE STAGE



FLOATING SHADE PERGOLA

INTERACTIVE PLAY



RAISED SYNTHETIC TURF

ACCESSIBLE SEATING



MURALS

ALLEY



2 POP-UP SHOPS



ART



ENTRANCE USING BRICK FROM BUILDING

N 2ND ST



Agenda Item Report

City Council – September 14, 2026

Item

Code Update: Private Garages

Responsible Staff Contact

clara

Recommendation

Executive Summary

BACKGROUND

This proposed code amendment was initiated following concerns raised by a member of the public and subsequent discussions regarding the construction and placement of private garages on residential lots.

Under the current code, a private garage meets the definition of both a “Private Garage” and an “Accessory Structure.” As a result, private garages are currently subject to the regulations applicable to accessory structures.

The proposed amendment would allow the City to establish separate standards for private garages rather than applying the general requirements for accessory structures.

CURRENT DEFINITIONS

Garage, Private

A building, structure, or part thereof accessory to a main building, attached or detached, and providing for the indoor storage and parking of automobiles or storage of other items in which no other occupation or business for profit is conducted.

Structure, Accessory

A subordinate detached building or structure incidental to the principal structure and located on the same lot, tract, or parcel as the principal structure.

COMMUNITY COMPARISON

There is a fairly consistent pattern among Wyoming communities that ultimately raises a question about whether Douglas needs to remove garages from “accessory structures” at all.

Some Examples of What Other Wyoming Communities Do

Community	How private garages are treated	Notable standards
Gillette	Treats detached garages as accessory structures/accessory uses	City guidance states the accessory-use gross floor area cannot exceed the gross floor area of the home.
Saratoga	Explicitly lists private garages as accessory buildings	Detached garages are subject to specific bulk-plane, yard, and placement standards; maximum height under the bulk plane is 18 feet.
Sheridan	Treats detached private garages as an accessory building	Garage cannot be in the front half of the lot; minimum setbacks include 3 feet from side lot line and 5 feet from alley, with additional corner-lot requirements.
Other Wyoming municipal code example	Garages specifically included within “accessory buildings”	Regulations can establish separate garage-specific standards while still classifying the garage as an accessory building.

The key takeaway from these examples is a cleaner approach: Keep private garages as accessory structures, but create garage-specific standards within the accessory-structure regulations.

That gives the City the ability to treat a garage differently from a shed, greenhouse, gazebo, etc., without creating a separate classification.

After reviewing other communities, one important finding is that Douglas already provides a strong model for this discussion: the current Unified Land Development Code expressly identifies detached private parking garages as an accessory residential structure, while giving accessory structures their own dimensional standards.

POLICY CONSIDERATIONS

If private garages are regulated separately from accessory structures, the following considerations should be evaluated:

- **Height:** Should a private garage be permitted to reach the same maximum height as the primary residential structure, or should a separate height limitation apply?
- **Setbacks:** Should a private garage be subject to the same setbacks as the

primary structure, or should additional setbacks be required to maintain separation from property lines and neighboring properties?

- **Neighborhood Character:** How could allowing private garages to be regulated differently from other accessory structures affect the scale, appearance, and character of established residential neighborhoods?
- **Property Values:** Could the proposed change positively or negatively affect surrounding property values, particularly if larger or taller garages become more common?
- **Lot Coverage and Size:** Should there be specific limitations on the size or footprint of a private garage in relation to the lot or primary structure?
- **Placement:** Should there be limitations on where a detached private garage may be located on a residential lot, particularly in relation to the front yard, side yard, or rear yard?
- **Consistency:** Would separate garage standards provide clearer and more predictable regulations for property owners and staff, or could they create inconsistencies with the City's existing accessory-structure regulations?

KEY QUESTION FOR COUNCIL

Should regulations for private garages be different from other accessory structures?

OPTIONS

Option 1 – No Change

Continue regulating private garages as accessory structures under the existing standards.

Option 2 – Garage-Specific Standards

Keep private garages classified as accessory structures but establish separate standards for garages regarding height, setbacks, size, lot coverage, and placement.

Option 3 – Separate Garage Classification

Remove private garages from the accessory-structure definition and create a separate regulatory section specifically for private garages.

Staff recommends Option 2. It gives Council flexibility while preserving a logical zoning framework. Wyoming law expressly allows municipalities to regulate building height, size, lot coverage, yards, setbacks, and the location of buildings and structures, so the City has several tools available without necessarily changing the underlying classification.

Background

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

Budget/Fiscal Impact**Action Requested/Recommended Motion**

Seeking Council direction regarding detached private parking garages, specifically size.

Attachments

1. 6.7___Accessory_Residential_Structures_and_Uses - Track Changes

6.7 Accessory Residential Structures and Uses

6.7.1 Allowed Uses and Structures

The following uses and structures are considered accessory to a principal residential use:

a. Detached private parking garages;

i. Definition: Detached private parking garages shall be defined as "A building, structure, or part thereof accessory to a main building, attached or detached, and providing for the indoor storage and parking of automobiles or storage of other items in which no other occupation or business for profit is conducted."

ii. Location: Detached private parking garages are limited to side and rear yards.

iii. Setbacks: Detached private parking garages shall meet the setbacks in each zone district

iv. Size:

v. Height: Detached private parking garages may not exceed the maximum height for an accessory structure in each zone district.

vi. Architectural Design: The design of the detached private parking garage shall be in character with the same quality permanent materials as the principal building, or adopted design standards.

vii. Building Permit Required: Detached private parking garages shall require a building permit.

viii. Construction: All detached private parking garages shall meet all applicable building codes, including wind and snow loads.

ix. Maintenance: Detached private parking garages shall be maintained in good condition at all times.

b. Carports or other motor vehicle covered parking areas (hereinafter "covered parking areas") shall comply with the following:

i. Definition: Covered parking areas shall be defined as a structure built attached or detached from the main structure that is open on at least three (3) sides and where vision through the three (3) open sides is not impeded. This definition does not include garages.

ii. Location: Covered parking areas are limited to side and rear yards.

Exception: The Community Development Director may approve a covered parking area to be placed in the front yard if the structure is two hundred (200) square feet or less, if the structure is attached to the primary structure, and if the structure is designed to favorably add to the architecture of the primary structure.

iii. Setbacks: Covered parking areas smaller than two hundred (200) square feet may project into a required setback not to exceed one-third (⅓) the distance of the required setback. Covered parking areas larger than two hundred (200) square feet shall comply with the principal structure setbacks for the applicable zoning district. Covered parking areas in the side yard shall not be less than twenty (20) feet from the front lot line.

Exception: The Community Development Director may approve a covered parking area to be placed no closer than five (5) feet off the front lot line if the structure is

Commented [CC1]: Currently, 1,000 square feet or 75% of the principal structure, whichever is larger. Seeking Council's direction.

two hundred (200) square feet or less, if the structure is attached to the primary structure, and if the structure is designed to favorably add to the architecture of the primary structure.

- iv. Size: Covered parking areas are limited to a maximum of two hundred (200) square feet or forty (40) percent of the primary structure, whichever is larger.
- v. Height: Covered parking areas may not exceed the maximum height for an accessory structure in each zone district.
- vi. Architectural Design: The design of the covered parking areas shall be in character with, and constructed of, the same quality permanent materials as the principal building, or adopted design standards. No metal buildings or structures shall be allowed for covered parking areas over two hundred (200) square feet unless concealed with materials in character with the principal building.
- vii. Building Permit Required: Covered parking areas shall require a building permit.
- viii. Construction: All covered parking areas two hundred (200) square feet or less shall meet all applicable building codes, including wind and snow loads. All covered parking areas exceeding two hundred (200) square feet shall be constructed using permanent concrete footers, metal framing or wood beams, and metal or wood rafters, and shall meet all applicable building codes, including wind and snow loads.
- ix. Maintenance: Covered parking areas shall be maintained in good condition at all times.

c. Storage sheds;

d. Shipping containers in residential zones shall comply with the following:

- i. Definition: "Shipping container" shall mean a unit originally used or designed to store goods or other merchandise during shipping or hauling by a vehicle, including, but not limited to, rail cars of any kind, truck trailers, or multi-modal shipping containers or similar structures such as look-alike shipping container buildings or metal buildings marketed as "containers," "portable storage units," or "conex."
- ii. Occupation: Shipping containers shall not be used as dwellings, sleeping quarters or for occupancy for any period of time.
- iii. Limited: Only one (1) shipping container allowed per residential lot.
- iv. Building Permit Required: Shipping containers shall require a building permit.
- v. Location: Shipping containers are limited to rear yards.
- vi. Setback: Shipping containers shall comply with the setbacks for the applicable zoning district.
- vii. Size and Height: The maximum size allowed for a shipping container shall be eight (8) feet wide by twenty (20) feet long by eight and one-half (8.5) feet tall.
- viii. Architectural Design: Shipping containers shall be concealed on all sides and top with materials that are in character with, and constructed of, the same quality permanent materials as the principal building, or adopted design standards. No corrugated or ribbed metal shall be allowed unless the principal building is sided with the same material.
- ix. Maintenance: Shipping containers shall be maintained in good condition at all times.

Exception: Temporary portable moving containers/moving pods placed on private property for the purpose of moving household goods. Shipping containers shall be permitted on construction sites provided there is an active building permit and placement is ancillary to a project on site. Such shipping containers shall be removed within thirty (30) days of completion of work associated with the building permit.

- e. Gazebos;
- f. Domestic pets;
- g. Personal, private-use greenhouses;
- h. Fences, walls, and hedges;
- i. Antennas, radio facilities, and satellite dishes, pursuant to the requirements of this Code;
- j. Personal solar and wind energy generators;
- k. Swimming pools, hot tubs, tennis courts or other similar private recreational facilities;
- l. Recreational vehicles (RVs) or travel trailers:
 - i. Recreational vehicles (RVs) or travel trailers may be allowed for short-term stays intended for property owner(s)/family/friends not to exceed fourteen (14) days in any thirty-day period.
 - ii. Recreational vehicles (RVs) or travel trailers shall not be rented out under any circumstances and shall not be used as or considered short-term rentals or accessory dwelling units.
 - iii. Recreational vehicles (RVs) or travel trailers shall be limited to one (1) per lot unless otherwise approved by Conditional Use Permit.
 - iv. Recreational vehicles (RVs) or travel trailers shall not be connected to water and sewer when not in use.
 - v. Recreational vehicle (RV) or travel trailer sewage shall be disposed of in an appropriate manner at all times.
 - vi. Recreational vehicles (RVs) or travel trailers may be stored on parking areas surfaced with an all-season material such as concrete, brick, asphalt, gravel or other similar material in side yards in any zone.
- m. Any accessory structure or related use expressly designated as accessory in a residential zoning district under this Code, or as otherwise established as an accessory use through an interpretation of the Community Development Department Director.

6.7.2Additional Requirements

Accessory residential uses and structures shall comply with the general accessory use and dimensional standards in Chapter 4 and the general development standards in Chapter 5 of this Code. Construction of an accessory structure may require prior approval of a Site Plan and issuance of a Zoning Certificate pursuant to the provisions of Chapter 3 of this Code.

(Ord. No. 967, § 42, 8-10-2015; Ord. No. 1011, § 31, 12-13-2021; Ord. No. 1062, § 3, 10-13-2025)



Agenda Item Report

City Council – September 14, 2026

Item

Waiver: Landfill Fees

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

At the August 25, 2026, Council meeting, the Council asked staff to bring forward a policy establishing a mechanism to waive landfill fees in a declared emergency or disaster. Attached is a draft policy addressing purpose, authorization, eligible events, eligible debris, verification procedures, commercial and contract hauler provisions, duration and limitations, and administration. The draft policy does not itself waive fees for any specific event. Instead, it establishes the standing framework and authorization under which the City Council may adopt a resolution activating fee waivers in response to a specific qualifying emergency or disaster. Each activating resolution would specify:

- The eligible properties or area covered by the qualifying event;
- The duration and any limitations on the waiver (timeframe, etc.)
- How the waiver will be administered

This structure allows the City to maintain a pre-approved policy framework while preserving Council's ability to tailor each waiver's scope and cost exposure to the specific event.

Financial Considerations

The landfill operates as an enterprise fund. Waiving those fees does not eliminate the underlying cost of accepting and processing debris; instead, it shifts that cost. Typically, that shift requires a transfer from the general fund to keep the enterprise fund whole.

Because the scale of a qualifying disaster can vary significantly, the volume of debris and, therefore, the size of the resulting general fund transfer are difficult to predict in advance and could be substantial for a large scale event. The duration and limitation provisions built into each resolution give Council a direct tool for managing the exposure on an event-by-event basis.

Background

At the August 25, 2026, Council meeting, the Council asked staff to bring forward a policy around waiving landfill fees after an emergency or disaster.

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. Emergency or Disaster-Related Solid Waste Disposal Fee Waiver Policy

Draft Emergency or Disaster-Related Solid Waste Disposal Fee Waiver Policy

I. PURPOSE

The purpose of this policy is to establish consistent procedures for administering temporary solid waste disposal fee waivers authorized by the City Council following a natural disaster, emergency, or other extraordinary events resulting in significant property damage.

The intent of a waiver is to assist affected property owners with the removal and proper disposal of disaster-related debris while protecting the City's solid waste system from unauthorized or unrelated disposal.

II. AUTHORIZATION

Solid waste disposal fees shall not be waived solely at the discretion of City staff.

A waiver must first be authorized by the City Council pursuant to the City's adoption of a resolution that is specific to that event.

Council's authorized resolution should identify the qualifying event, eligible geographic area or properties, duration of the waiver, and any limitations or special conditions applicable to the waiver.

III. ELIGIBLE EVENTS

Events for which Council may consider authorizing a waiver include:

- Fire;
- Flood;
- Tornado;
- Severe windstorm;
- Hailstorm;
- Other natural disaster;
- Man-made disaster or emergency; or
- Other extraordinary event resulting in significant property damage as determined by the City Council.

An individual event is not automatically eligible merely because it falls within one of these categories. Council shall determine whether the nature, severity, community impact, or other circumstances warrant City assistance through a temporary fee waiver.

IV. ELIGIBLE DEBRIS

Only debris directly attributable to the qualifying event shall be eligible for disposal under the waiver.

Normal household waste, routine construction or demolition debris, property cleanup unrelated to the qualifying event, commercial waste unrelated to an eligible property, and other ordinary solid waste shall remain subject to established rates.

All existing restrictions regarding hazardous, prohibited, or unacceptable materials remain in effect.

V. VERIFICATION

The City may require reasonable documentation demonstrating that debris originated from an eligible property or qualifying event.

Documentation may include:

- Property address;
- Driver's license or other identification;
- Utility account information;
- Building permit or damage documentation;
- Identification of the property from which debris originated;
- Authorization provided by the City; or
- Other reasonable documentation determined necessary by City staff.

Landfill staff shall document waived transactions in a manner sufficient to determine the amount of disposal fees waived.

VI. CONTRACTORS AND COMMERCIAL HAULERS

A contractor or commercial hauler may utilize a waiver when disposing of qualifying debris on behalf of an eligible property owner only when the load can be associated with an eligible property or location.

The City may require the contractor or hauler to provide the affected property's address and property owner's name or other authorization before the fee is waived.

A contractor's general business waste or debris from noneligible properties shall not qualify.

VII. DURATION AND LIMITATIONS

A waiver shall remain effective for the period established by the City Council when the waiver is authorized. The City Council may extend, modify, or terminate the waiver based upon cleanup needs, landfill capacity, financial impact, or other relevant circumstances.

Council may establish limitations on the number of loads, tonnage, volume, type of debris, eligible properties, or other conditions appropriate to the particular event.

VIII. ADMINISTRATION

The City Manager, or designee, shall be responsible for implementing this policy and may establish reasonable administrative procedures necessary to verify eligibility, track waived fees, and ensure compliance with the conditions established by Council.

Questions concerning eligibility that cannot reasonably be resolved under this policy shall be referred to the City Manager.



Agenda Item Report

City Council – September 14, 2026

Item

N. 9th St. Alley

Responsible Staff Contact

Recommendation

Executive Summary

At the July 27, 2026, Council meeting, N. 9th Street Alley (between Cedar and Walnut) was asked to be discussed at the council meeting by the Council. Council directed staff to look into N. 9th Street regarding the alley having water issues when there is heavy rain due to the build-up of the alleyway. Council asked if there could be a drainage system put in place to alleviate the water flow concerns. After further review from staff and CEPI, it was discovered that the alley east of 9th Street between Cedar and Walnut is privately owned and is not the City's. Associated documents and maps in the packet confirm that N. 9th Street Alley is not within the City of Douglas.

GIS Mapping showing City Property in that area:

<https://maps.terragis.net/converse/map#zcr=10.169609378960814/600549.7067657596/824069.5816686264>

Background

At the July 27, 2026, Council meeting, N. 9th Street Alley (between Cedar and Walnut) was asked to be discussed at the council meeting by the Council. Council directed staff to look into N. 9th Street regarding the alley having water issues when there is heavy rain due to the build-up of the alleyway. Council asked if there could be a drainage system put in place to alleviate the water flow concerns.

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. CEPI_20260831_085631
2. CEPI_20260831_085639
3. CEPI - Capitol Hill Addition Map
4. 1952 Map
5. Ordinance 42 adopting official plat of the town

PARCEL ONE:

A tract of land lying in the SW $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 9, Township 32 North, Range 71 West of the 6th P.M., Converse County, Wyoming, more particularly described as follows:

Starting at the SE Corner of Block 3 of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence northerly along the East line of Block 3 240 feet; thence Easterly 170 feet; thence Southerly 240 feet; thence Westerly 170 feet, to the SE Corner of Block 3 and Walnut Street.

PARCEL TWO:

A tract of land lying in the SW $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 9, Township 32 North, Range 71 West of the 6th P.M., Converse County, Wyoming, more particularly described as follows:

Start at a point 170 feet East of the SE Corner of Block 3 and Walnut Street of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence Northerly 240 feet; thence Easterly 170 feet; thence Southerly 240 feet; thence Westerly 170 feet, to the point of beginning.

PARCEL THREE

A tract of land lying in the SW $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 9, Township 32 North, Range 71 West of the 6th P.M., Converse County, Wyoming, more particularly described as follows:

Starting at the NE Corner of Cedar Street and Block 3 of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence Easterly 400 feet; thence Southerly 100 feet; thence Westerly 400 feet; to the East line of Block 3; thence Northerly along the East line of Block 3 100 feet to the NE Corner of Cedar Street and Block 3, which is the point of beginning.

Exhibit A

Township 32 North, Range 71 West of the 6th P.M.

Section 9: SW4NE4

Further described as:

Starting at the NE corner of Cedar Street and Block 3 of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence Easterly 400 feet; thence Southerly 100 feet; thence Westerly 400 feet; to the East line of Block 3; thence Northerly along the East line of Block 3 100 feet to the NE Corner of Cedar Street and Block 3, which is the point of beginning.

Including .918 acres more or less

More commonly known as: 1003 Cedar Street, Douglas, Wyoming

And;

Township 32 North, Range 71 West of the 6th P.M.

Section 9: SW4NE4

.937 Acres Property Address 1014 Walnut Street

Start at a point 170 feet East of the SE corner of Block 3 and Walnut Street of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence Northerly 240 feet; thence Easterly 170 feet; thence Southerly 240 feet; thence Westerly 170 feet, to the point of beginning.

And;

Township 32 North, Range 71 West of the 6th P.M.

Section 9: SW4NE4

.937 Acres Property Address 970 Walnut Street

Starting at the SE corner of Block 3 of the Capitol Hill Addition to the Town of Douglas, which is the beginning; thence Northerly along the East line of Block 3 240 feet; thence Easterly 170 feet; thence Southerly 240 feet; thence Westerly 170 feet. To the SE corner of Block 3 and Walnut Street.

And;

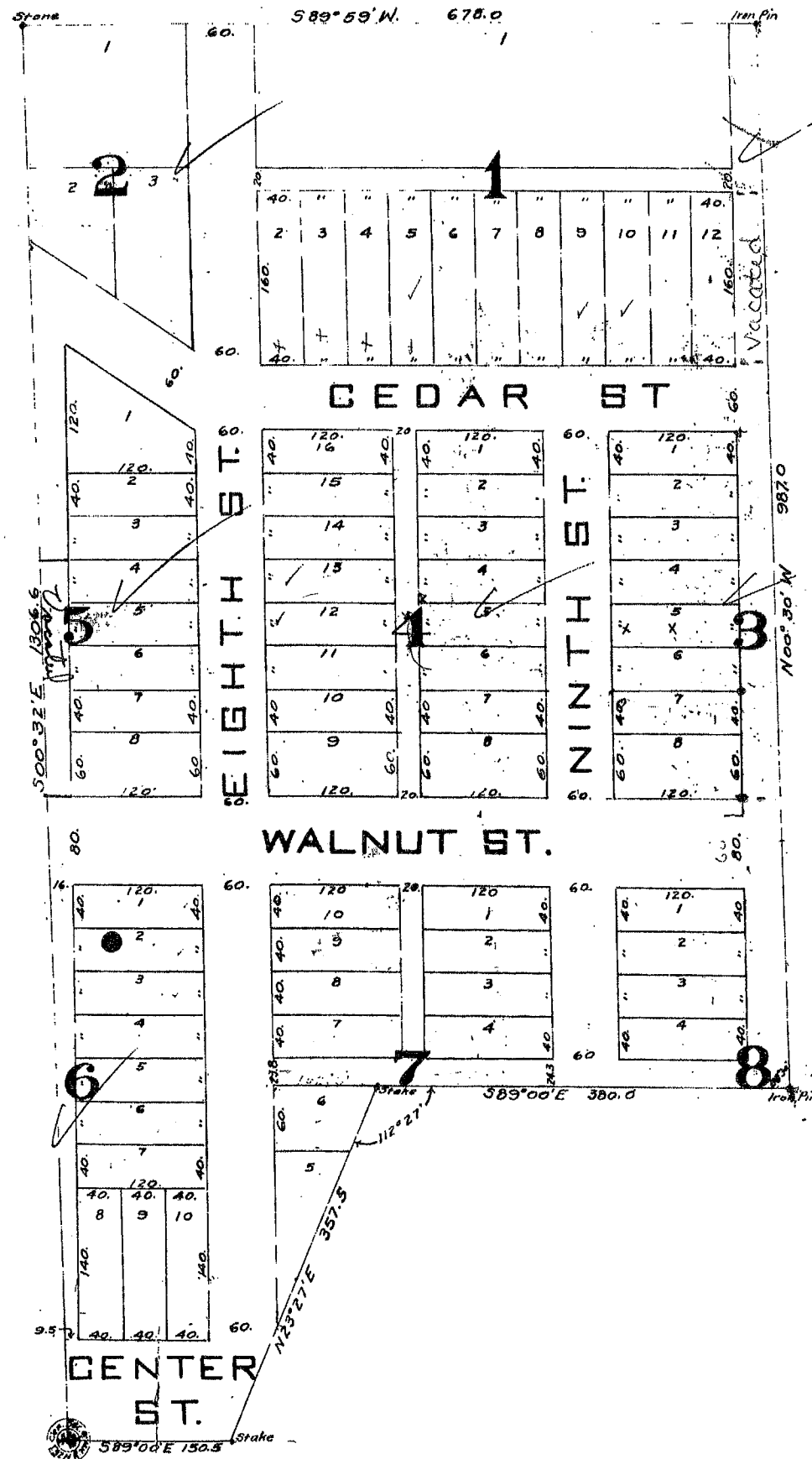
Mobile Home-Flamingo, STND., 1974, SER. #GD 10232541 CERT. OF TITLE #13-155150
LOCATION—1003 Cedar Street Sticker #436

And;

Mobile Home-Lanier, STND., 1977, SER #LT55237 CERT. OF TITLE #13-187525
LOCATION—970 Walnut Street Sticker #435

1061262 Book 1618 Page 135
Recorded 7/25/2017 At 9:50 AM
Lucile K. Taylor, Converse County Clerk & Recorder





CAPITOL HILL ADDITION TO DOUGLAS CONVERSE COUNTY WYOMING

Scale 1" = 100'

State of Wyoming }
County of Converse }
I, L.C. Bishop of Douglas, Wyo. hereby certify that this map was made from notes taken during an actual survey made by me on the 1st and 2nd days of June 1918 and by F.T. Gummings on the 4th, 5th and 10th days of June 1918, all distances were measured on the horizontal with a 100 ft. steel tape and the bearings and angles were read from the true azimuth, and I further certify that this map is strictly conformable with the field notes of said survey.

L.C. Bishop
Junior Engineer

Be it known that the within subdivision of that portion of the NE 1/4 Sec. 9, T. 32 N., R. 71 W., described as follows: beginning at the Cen. of Sec. 9, T. 32 N., R. 71 W.; thence S89°00'E 150.5 ft., thence N23°27'E 357.5 ft., thence S89°00'E 380.0 ft., thence N00°30'W 387.7 ft., thence S89°59'W 678.0 ft., thence S00°32'E 1306.6 ft. to point of beginning, and the dedication of the streets and alleys to the use of the public is with the free and voluntary consent and in accordance with the desire of the undersigned owners and proprietors of the said land.

In witness whereof they have hereunto set their hand and seals this 3rd day of Nov. A.D. 1919.

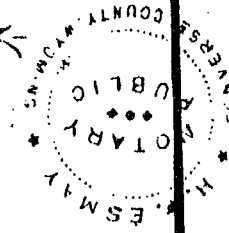
In the presence of
L.C. Bishop
L.C. Bishop

H. F. Esmy
H. F. Esmy

State of Wyoming }
County of Converse }
I, H. F. Esmy, a Notary Public in and for said County do hereby certify that the above persons whose names are subscribed to the foregoing instrument, appeared before me in person and acknowledged that they signed the said instrument as their free and voluntary act, Given under my hand and seal this 3rd day of Nov. A.D. 1919.

H. F. Esmy
Notary Public.

My commission expires Sept. 28, 1922.



68469
STATE OF WYOMING
COUNTY OF CONVERSE
NOTARY PUBLIC
My commission expires
By *L. M. Clelland*
County Clerk and Ex-Officio Register of Deeds

In Vacated part of this Plat
See # 241661, Sup. 209, Page 235

OFFICIAL MAP OF
DOUGLAS
CONVERSE COUNTY, WYOMING

LEGEND

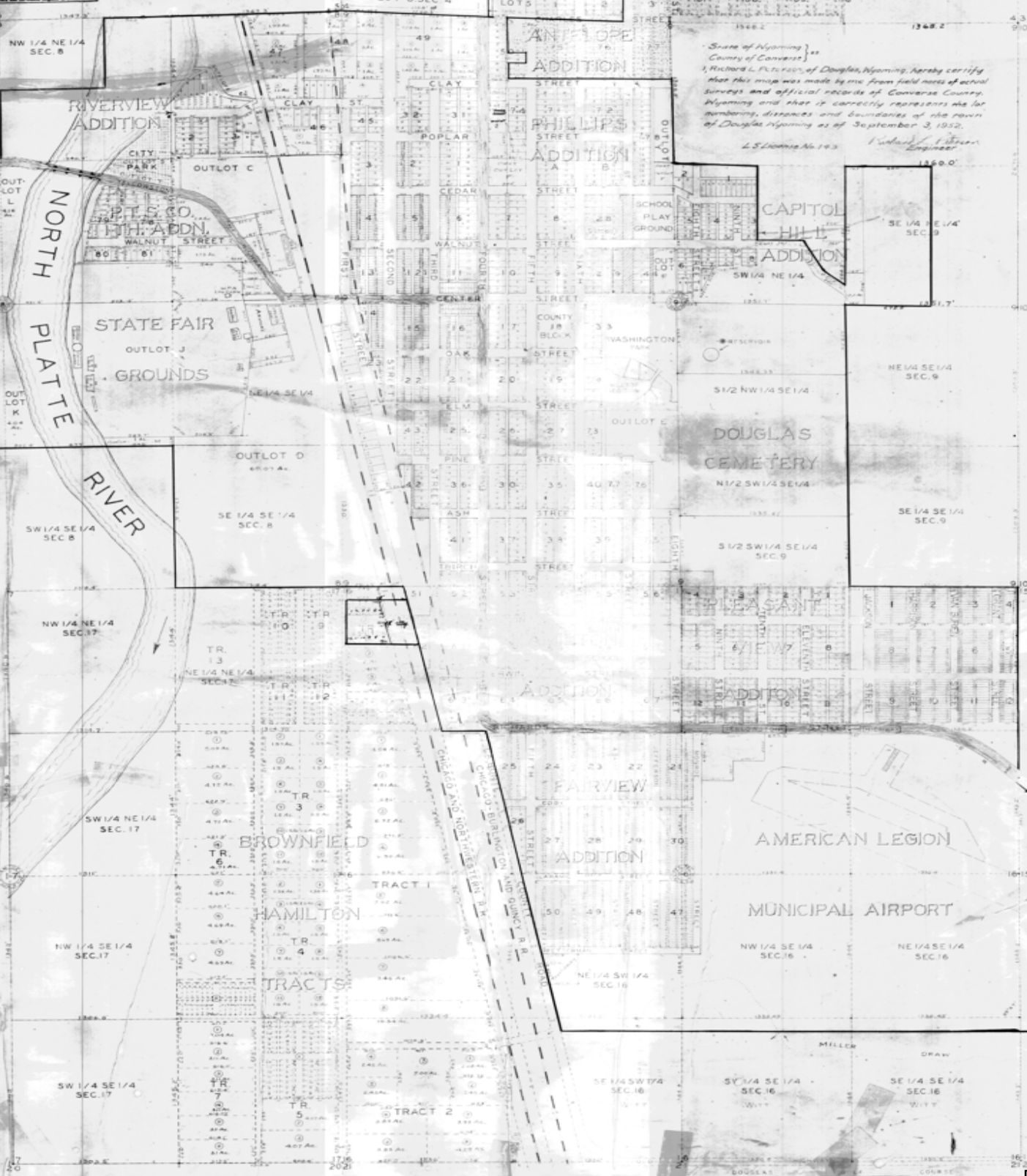
- STONE CORNERS
- IRON POST CORNERS
- IRON PIN
- SUBDIVISION LINES
- VACATED PORTION
- BDY PLATTED AREAS INSIDE TOWN LIMITS
- BDY PLATTED AREAS OUTSIDE TOWN LIMITS
- TOWN LIMITS

BY R. L. PETERSON — ENGINEER

APPROVED Sept. 3, 1952 *Richard L. Peterson* Mayor



NOTES:
1. This map was made by me from field notes of actual surveys and official records of Converse County, Wyoming and that it correctly represents the lot numbering, distances and boundaries of the town of Douglas Wyoming as of September 3, 1952.
2. I, Richard L. Peterson, of Douglas, Wyoming, hereby certify that this map was made by me from field notes of actual surveys and official records of Converse County, Wyoming and that it correctly represents the lot numbering, distances and boundaries of the town of Douglas Wyoming as of September 3, 1952.
3. I, Richard L. Peterson, of Douglas, Wyoming, hereby certify that this map was made by me from field notes of actual surveys and official records of Converse County, Wyoming and that it correctly represents the lot numbering, distances and boundaries of the town of Douglas Wyoming as of September 3, 1952.



ORDINANCE NO. 42 A

ORDINANCE ADOPTING THE OFFICIAL PLAT
OF THE TOWN OF DOUGLAS, DEFINING THE
TOWN LIMITS OF TOWN OF DOUGLAS AND
REPEALING ALL ORDINANCES OR PARTS OF
ORDINANCES IN CONFLICT HEREWITH

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF DOUGLAS:

SECTION I. That the plat of the Town of Douglas as prepared by R. L. Peterson, licensed engineer, bearing date of September 3, 1952 and to be duly filed in the office of the County Clerk and Ex-Officio Register of Deeds of Converse County, Wyoming, be and the same is hereby declared to be adopted and accepted by the Town of Douglas, Converse County, Wyoming and is declared to be the official plat of the Town of Douglas, Converse County, Wyoming, as of the date hereof.

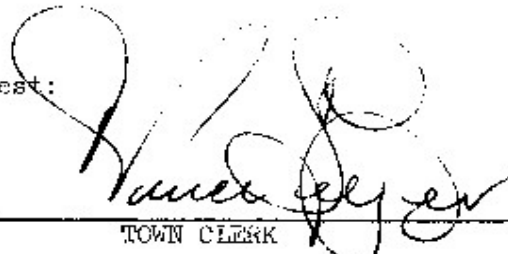
SECTION II. That the heavy red line as shown on said plat be and it is hereby declared to represent the Town Limits of the Town of Douglas and all portions of said plat lying inside of said red border line be and they are declared to be a part of the Town of Douglas, Wyoming and all streets and alleys are dedicated to public use.

SECTION III. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION IV. That an emergency exists and this ordinance shall be in full force and effect from and after the date of its passage.

Dated this 3rd day of September, 1952.

Attest:


TOWN CLERK


MAYOR



Agenda Item Report

City Council – September 14, 2026

Item

Ordinance 1072: Child Safety

Responsible Staff Contact

Recommendation

Executive Summary

At the request of Council, Ordinance 1072 has been drafted regarding establishing child safety zones within the City of Douglas. The ordinance prohibits registered sex offenders from knowingly entering or loitering within two (200) feet of a child safety zone. The ordinance provides definitions, exceptions, a map, enforcement, penalty provisions, a severability clause, and an effective date. During the August 10 Council Meeting, it was requested to bring back a map showing the 200 feet radius and a 1,000 feet radius to help show the impact this ordinance would have. During the August 24, 2026, Council meeting, it was requested by council to further discuss at the next council meeting if the ordinance could be an arrestable offense.

Background

At the request of Council, Ordinance 1072 has been drafted regarding establishing child safety zones within the City of Douglas. The ordinance prohibits registered sex offenders from knowingly entering or loitering within two (200) feet of a child safety zone. The ordinance provides definitions, exceptions, a map, enforcement, penalty provisions, a severability clause, and an effective date. During the August 10 Council Meeting, it was requested to bring back a map showing the 200 feet radius and a 1,000 feet radius to help show the impact this ordinance would have. During the August 24, 2026, Council meeting, it was requested by council to further discuss at the next council meeting if the ordinance could be an arrestable offense.

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. Ord. 1072 Child Safety Zones
2. Ordinance 1072 Child Safety - Formatted
3. Child Safety Zones (200 feet)
4. Child Safety Zones (200 & 1,000 feet)

ORDINANCE NO. 1072

CITY OF DOUGLAS, WYOMING

AN ORDINANCE ESTABLISHING CHILD SAFETY ZONES WITHIN THE CITY OF DOUGLAS; PROHIBITING REGISTERED SEX OFFENDERS FROM KNOWINGLY ENTERING OR LOITERING WITHIN TWO HUNDRED (200) FEET OF A CHILD SAFETY ZONE; PROVIDING DEFINITIONS, EXCEPTIONS, AN OFFICIAL MAP, ENFORCEMENT AND PENALTY PROVISIONS, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, the City of Douglas (“City”) is a municipal corporation organized under the laws of the State of Wyoming and possesses authority under Wyoming Statute § 15-1-103 to enact ordinances for the protection of the public health, safety, morals, and welfare of its residents; and

WHEREAS, the City Council finds that children are particularly vulnerable to sexual victimization in and around places where they congregate for education, recreation, and childcare, including but not limited to schools, public parks, park facilities, playgrounds, recreational trails, the Douglas Community Center, and licensed day care centers; and

WHEREAS, the State of Wyoming, through the Wyoming Sex Offender Registration Act, Wyoming Statute § 7-19-301 et seq., and Wyoming Statute § 6-2-320, regulates the registration of certain sex offenders and restricts certain registered offenders from residing within one thousand (1,000) feet of a school, but does not comprehensively regulate the presence or loitering of registered sex offenders in or around parks, playgrounds, recreational trails, community centers, or day care centers; and

WHEREAS, nothing in the Wyoming Sex Offender Registration Act or other Wyoming statute preempts a municipality from enacting an ordinance that further restricts the locations at which a registered sex offender may be present, consistent with the City's home rule authority; and

WHEREAS, the City Council finds that establishing defined child safety zones and restricting the presence of registered sex offenders within a reasonable buffer distance of those zones serves a substantial and legitimate government interest in protecting children from sexual victimization, while preserving reasonable means for registered offenders to travel through, access services within, and otherwise lawfully exist in the City;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS, WYOMING, AS FOLLOWS:

Article V of Chapter 9.08 is hereby created to read as follows:

ARTICLE V – Child Safety Zones

9.08.180 - Purpose.

The purpose of this ordinance is to reduce the likelihood of sexual victimization of children by restricting the presence of registered sex offenders within a defined buffer distance of locations where children regularly congregate, while providing reasonable, narrowly tailored exceptions to avoid impairing a registered offender's ability to travel, access housing and employment, participate in civic life, and comply with other legal obligations.

9.08.190 - Definitions.

For purposes of this ordinance, the following definitions apply:

A. "Child Safety Zone" means the real property, and any structure situated thereon, of any of the following, together with the two hundred (200) foot buffer area established under Section 9.08.200 :

1. Any public or private school providing education in kindergarten or any of grades one (1) through twelve (12);
2. Any public park, parkway, park land, or park facility owned, operated, or maintained by the City, Converse County, or the State of Wyoming;
3. The Douglas Community Center;
4. Any public playground;
5. Any public recreational trail; and
6. Any licensed child caring facility, as defined by Wyoming Statute § 14-4-101(K) and licensed by the Wyoming Department of Family Services.

B. "Registered Sex Offender" means any person required to register as a sex offender under the Wyoming Sex Offender Registration Act, Wyoming Statute § 7-19-301 et seq., or under a substantially similar law of another state, territory, or the federal government.

C. "Loiter" means to remain in or repeatedly enter a Child Safety Zone, or the buffer area described in Section 9.08.200, whether in a group, crowd, or as an individual, to stand idly about, loaf, prowl, congregate, wander, stand, linger, dawdle, or to proceed slowly with many stops.

D. "Knowingly" means that the person is aware, or reasonably should be aware based on the posting of signage or the publication of the official map described in Section 6, that the location at which the person is present falls within a Child Safety Zone or its buffer area.

9.08.200 - Buffer Area Established.

A buffer area of two hundred (200) feet is hereby established, measured from the nearest property line of any location defined in Section 9.08.190(A) as a Child Safety Zone, extending

outward in all directions. The Child Safety Zone consists of the underlying property together with this two hundred (200) foot buffer area.

9.08.210 - Prohibited Conduct.

It is unlawful for any Registered Sex Offender to knowingly enter or loiter within a Child Safety Zone, as defined in Sections 9.08.190 and 9.08.200, within the corporate limits of the City of Douglas.

9.08.220 - Exceptions.

The prohibition in Section 9.08.210 does not apply to a Registered Sex Offender who is:

- A. Dropping off or picking up the offender's own child or a child in the offender's legal custody or guardianship at a school or licensed day care facility, provided the offender does not leave the vehicle or immediate drop-off/pick-up area, or, where entry is required, has provided advance written notice to and received written authorization from the school or facility administrator;
- B. Attending, with the advance written permission of school or facility administration, a conference, meeting, or event concerning the offender's own child, including parent-teacher conferences, individualized education program (IEP) meetings, and similar functions;
- C. A student lawfully enrolled at the school in question, where applicable law permits such enrollment;
- D. Actively and directly passing through the buffer area on a public street, sidewalk, or right-of-way for the sole purpose of reaching a destination outside the Child Safety Zone, without stopping to engage in any activity unrelated to that transit;
- E. Present within the buffer area solely to access the offender's own lawful, established residence or place of employment that predates the establishment of the applicable Child Safety Zone;
- F. In the buffer area for the purpose of obtaining medical treatment, or in response to a bona fide medical emergency, for the limited duration of that treatment or emergency;
- G. Present in compliance with a court order, or while under the direct supervision of a probation or parole officer acting within the scope of that supervision;
- H. Voting at a duly designated polling place located within a Child Safety Zone, for the limited time necessary to vote; or
- I. Present for a religious service or function at a house of worship that happens to fall within a Child Safety Zone, for the limited duration of that service or function.

9.08.230 - Official Map.

The City Administrator, or a designee, shall maintain an official map depicting the locations of all Child Safety Zones and their associated two hundred (200) foot buffer areas within the City. The official map shall be made publicly available at City Hall and on the City's website, and shall be updated within a reasonable time following the opening of any new location described in 9.08.190(A) or the closure of any existing one. The official map is provided for informational and notice purposes; the boundaries described in Sections 9.08.190(a) or 9.08.200 govern in the event of any conflict between the map and the underlying property boundaries.

9.08.240 - Enforcement; Penalty.

A violation of this ordinance is a misdemeanor, punishable by a fine of not more than seven hundred fifty dollars (\$750.00), consistent with the general penalty provisions of the Douglas Municipal Code. Each day, or each entry into a Child Safety Zone, may be charged as a separate offense. Nothing in this ordinance shall be construed to limit the authority of state or federal law enforcement to enforce separate and independent state or federal restrictions applicable to Registered Sex Offenders.

9.08.250 - Severability.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by a court of competent jurisdiction, that portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

9.08.260 - Effective Date.

This ordinance shall become effective in the manner and at the time provided by law and the Douglas Municipal Code following its passage, approval, and publication.

PASSED on first reading this ____ day of _____, 2026.

PASSED on second reading this ____ day of _____, 2026.

PASSED, APPROVED, AND ADOPTED on third and final reading this ____ day of _____, 2026.

Mayor, City of Douglas, Wyoming

ATTEST:

City Clerk

ORDINANCE NO. 1072

AN ORDINANCE AN ORDINANCE ESTABLISHING CHILD SAFETY ZONES WITHIN THE CITY OF DOUGLAS; PROHIBITING REGISTERED SEX OFFENDERS FROM KNOWINGLY ENTERING OR LOITERING WITHIN TWO HUNDRED (200) FEET OF A CHILD SAFETY ZONE; PROVIDING DEFINITIONS, EXCEPTIONS, AN OFFICIAL MAP, ENFORCEMENT AND PENALTY PROVISIONS, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE

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WHEREAS, the State of Wyoming, through the Wyoming Sex Offender Registration Act, Wyoming Statute § 7-19-301 et seq., and Wyoming Statute § 6-2-320, regulates the registration of certain sex offenders and restricts certain registered offenders from residing within one thousand (1,000) feet of a school, but does not comprehensively regulate the presence or loitering of registered sex offenders in or around parks, playgrounds, recreational trails, community centers, or day care centers; and

WHEREAS, nothing in the Wyoming Sex Offender Registration Act or other Wyoming statute preempts a municipality from enacting an ordinance that further restricts the locations at which a registered sex offender may be present, consistent with the City's home rule authority; and

WHEREAS, the City Council finds that establishing defined child safety zones and restricting the presence of registered sex offenders within a reasonable buffer distance of those zones serves a substantial and legitimate government interest in protecting children from sexual victimization, while preserving reasonable means for registered offenders to travel through, access services within, and otherwise lawfully exist in the City;

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Article V of Chapter 9.08 is hereby created to read as follows:

ARTICLE V – Child Safety Zones

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 5. Any public recreational trail; and
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- B. "Registered Sex Offender" means any person required to register as a sex offender under the Wyoming Sex Offender Registration Act, Wyoming Statute § 7-19-301 et seq., or under a substantially similar law of another state, territory, or the federal government.
- C. "Loiter" means to remain in or repeatedly enter a Child Safety Zone, or the buffer area described in Section 9.08.200, whether in a group, crowd, or as an individual, to stand idly about, loaf, prowl, congregate, wander, stand, linger, dawdle, or to proceed slowly with many stops.
- D. "Knowingly" means that the person is aware, or reasonably should be aware based on the posting of signage or the publication of the official map described in Section 6, that the location at which the person is present falls within a Child Safety Zone or its buffer area.

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- B. Attending, with the advance written permission of school or facility administration, a conference, meeting, or event concerning the offender's own child, including parent-teacher conferences, individualized education program (IEP) meetings, and similar functions;
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- F. In the buffer area for the purpose of obtaining medical treatment, or in response to a bona fide medical emergency, for the limited duration of that treatment or emergency;
- G. Present in compliance with a court order, or while under the direct supervision of a probation or parole officer acting within the scope of that supervision;
- H. Voting at a duly designated polling place located within a Child Safety Zone, for the limited time necessary to vote; or

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9/08.260 - Effective Date.

This ordinance shall become effective in the manner and at the time provided by law and the Douglas Municipal Code following its passage, approval, and publication

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

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

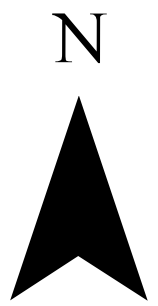
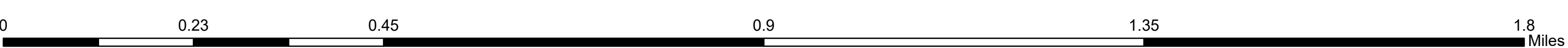
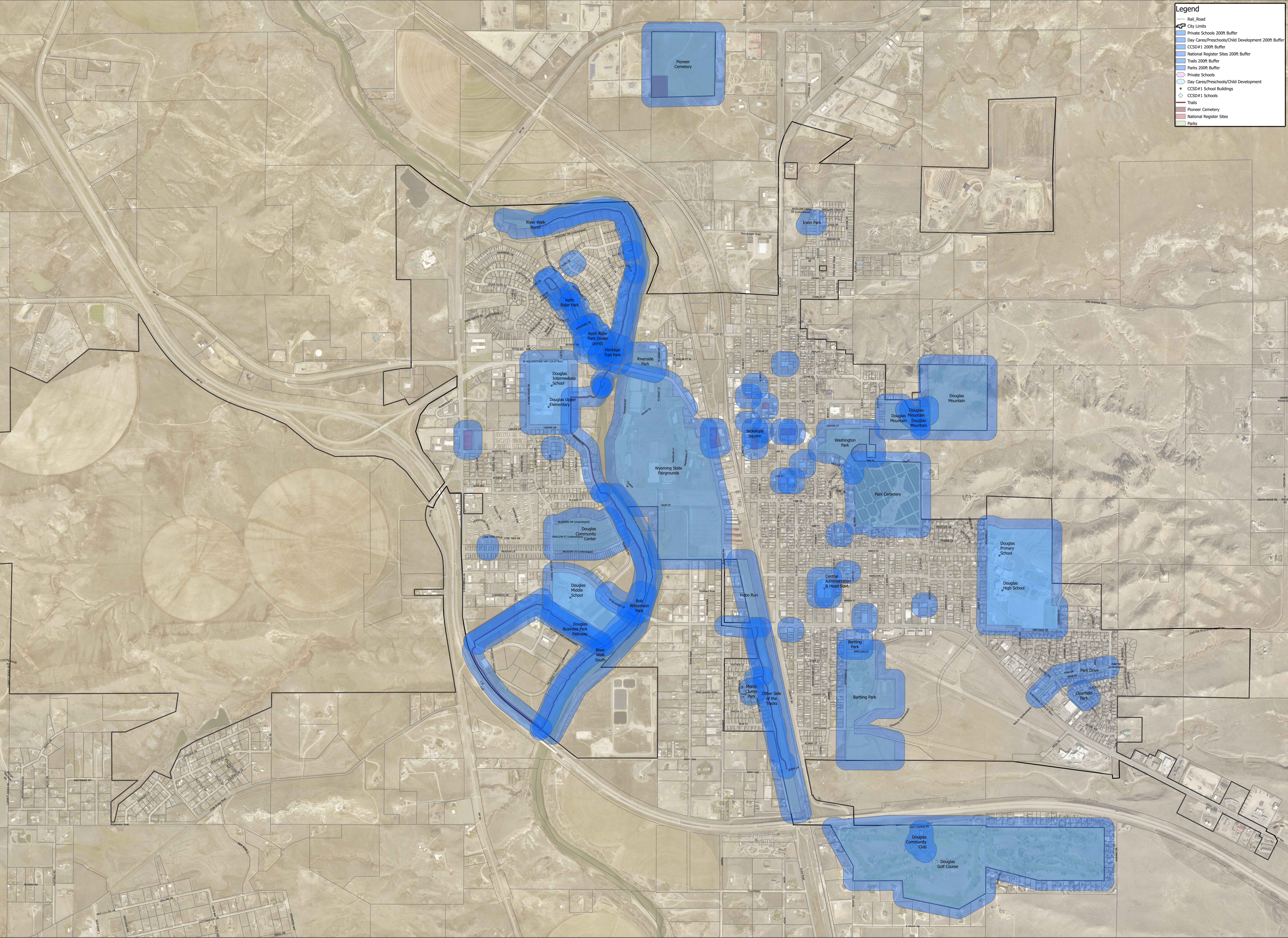
ATTESTATION

I, Devon Litzsinger, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Devon Litzsinger, City Clerk



Child Safety Zones



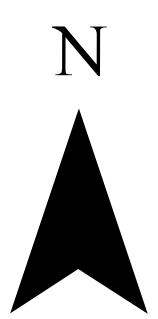
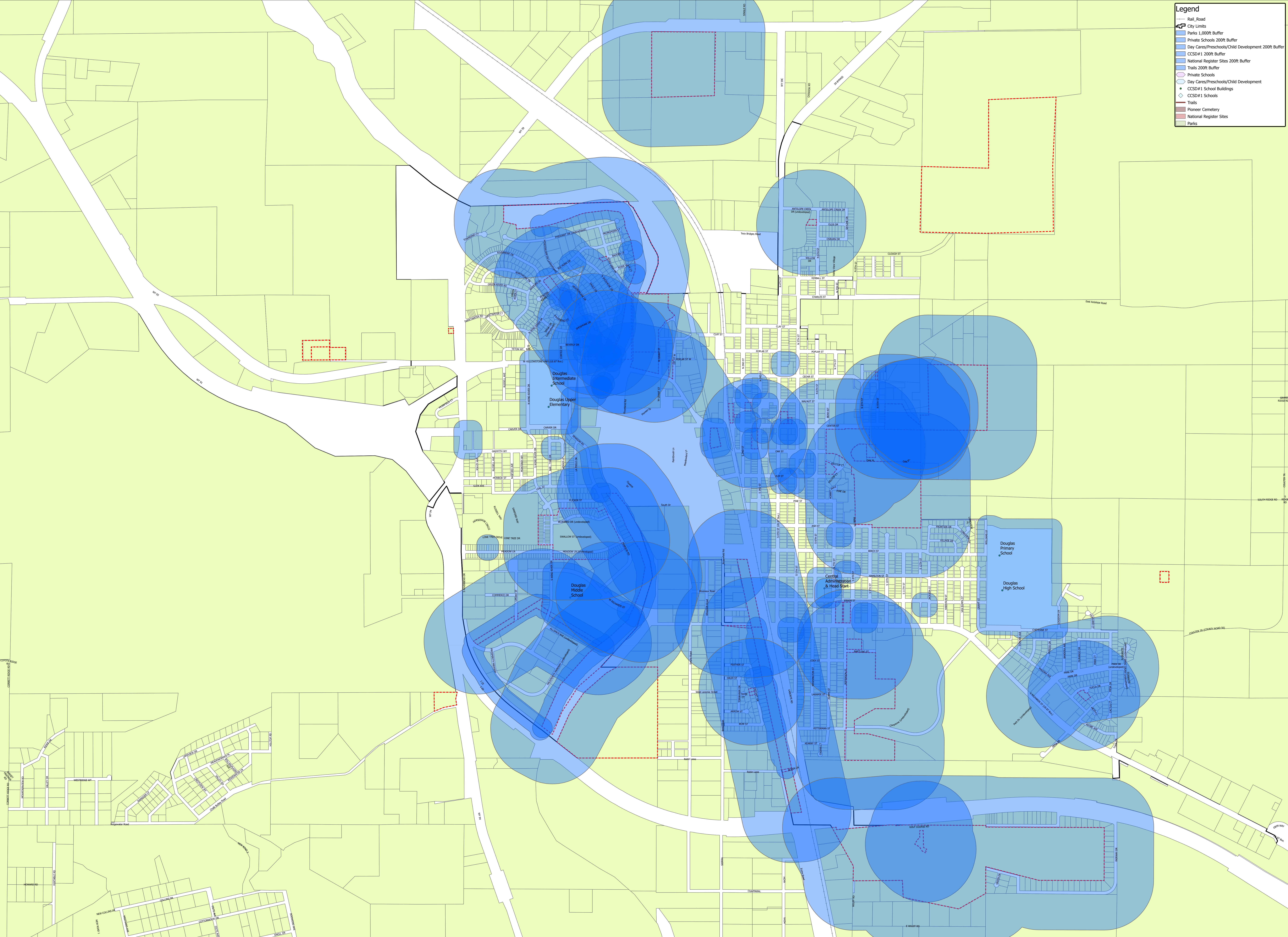
This product is for information purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

City of Douglas, Community Development Department
101 North 4th Street
P.O. Box 1030
Douglas, WY 82633
(307) 358-2132 office
August 2026

City of Douglas, Wyoming



Child Safety Zones



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City of Douglas, Community Development Department
101 North 4th Street
P.O. Box 1020
Douglas, WY 82633
(307) 358-2132 office
August 2025

City of Douglas, Wyoming



Agenda Item Report

City Council – September 14, 2026

Item

LPR Cameras: Motorola Solutions hosted systems

Responsible Staff Contact

Avery Cowardin

Recommendation

Executive Summary

The Police Department is upfitting its vehicles with new cameras this year. The new cameras can function as LPRs (License Plate Readers). With these cameras, Motorola has given us a free one-year trial period to use them as LPRs. The Douglas Police Department is seeking approval to bring forward at the next council meeting an MOU allowing a free year trial of Motorola Solutions' in-car License Plate Recognition (LPR) technology as a valuable public safety and investigative tool. The system is designed to assist law enforcement in locating stolen vehicles, identifying vehicles connected to criminal investigations, locating missing or abducted persons, and providing officers with timely investigative information.

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. Justification
2. Douglas PD LPR MOU

Justification

The Douglas Police Department is seeking approval to implement a free year trial of Motorola Solutions' in-car License Plate Recognition (LPR) technology as a valuable public safety and investigative tool. The system is designed to assist law enforcement in locating stolen vehicles, identifying vehicles connected to criminal investigations, locating missing or abducted persons, and providing officers with timely investigative information.

The proposed system utilizes the department's existing in-car video system as a one-way directional LPR system and would operate simultaneously with the in-car video system. The LPR system does not create a separate, continuous recording of vehicles or traffic. Instead, it utilizes snapshots captured from the existing in-car camera system while the patrol vehicle is operating and the in-car video system is continuously recording.

Currently, in-car video that is not associated with an incident or otherwise retained in accordance with department policy is automatically purged after seven days. The LPR data captured through the system would follow this same retention schedule unless the information is associated with an incident, criminal investigation, or other authorized retention requirement. This approach allows the department to utilize the technology as an investigative resource while maintaining limited data retention consistent with existing Department practices.

The public-safety value of LPR technology was recently demonstrated in Wyoming. In September 2026, law enforcement investigators identified a vehicle believed to be connected to a homicide investigation in Sioux City, Iowa. License plate reader technology was used to identify and track the suspect vehicle as it traveled west. The information was shared with law enforcement agencies, and a Wyoming Highway Patrol trooper ultimately located and stopped the vehicle on Interstate 80 near Cheyenne. The suspect was taken into custody and arrested in connection with the homicide investigation. Further a 15-year-old Sundance girl was taken by a sexual predator, she was located and recovered safely 4hrs after she was reported missing by use of LPR. These recent incidents demonstrate how rapidly available vehicle information can assist law enforcement agencies in locating dangerous suspects.

The technology includes significant safeguards designed to protect privacy and maintain public trust. The Douglas Police Department retains complete ownership and control of its data, with no automatic sharing or pre-programmed access by outside agencies, other than the Division of Criminal Investigations who oversees Wyoming CJIS/NCIC and Motorola who is the liaison of information sent to DCI. Data retention periods will be established by the Department in accordance with applicable laws and Department policy

and would mirror the current Douglas Police Department's current video retention schedules. Additionally, every search and access attempt is logged with the user's identity, date and time, case number, and operational justification. These activities are fully auditable through the system's audit log, providing supervisory oversight and accountability.

The system is designed as an investigative tool and not as a mass-surveillance system. It does not utilize facial recognition and does not independently make enforcement decisions. Search parameters within the system are limited to specific vehicle-related information, including registration number and state, vehicle make, and vehicle color. Vehicles cannot be searched using other descriptors, such as driver characteristics or unrelated identifying features such as stickers or other personal characteristics.

LPR alerts and search results serve as investigative leads. Officers remain responsible for independently verifying the information and confirming the validity of an alert before taking enforcement action.

Implementation of this technology would provide the Douglas Police Department with an additional resource to improve investigative efficiency, enhance officer awareness, and assist in locating stolen vehicles, missing or abducted persons, and vehicles connected to serious criminal investigations. By utilizing the Department's existing in-car video infrastructure and retention practices, the system provides these investigative benefits while maintaining strong privacy protections, accountability, transparency, limited retention, and local control over Department data and its use.

After the complimentary trial, the price to continue the program would be as follows;

\$516 per In-Car System (20)

\$3,150 per year for the Vehicle Manager subscription.

Totaling \$13,470

**MEMORANDUM OF UNDERSTANDING BETWEEN
STATE OF WYOMING, OFFICE OF THE ATTORNEY GENERAL, DIVISION OF
CRIMINAL INVESTIGATION
AND
DOUGLAS POLICE DEPARTMENT**

1. **Parties.** The parties to this Memorandum of Understanding (MOU) are the State of Wyoming, Office of the Attorney General, Division of Criminal Investigation (DCI), whose address is: 208 South College Drive, Cheyenne, WY 82009, and the Douglas Police Department (DPD), whose address is: 1201 Mesa Drive, Suite A, Douglas, WY 82633.
2. **Purpose.** The purpose of this MOU is to outline conditions under which DCI and DPD will share and use License Plate Recognition (LPR) data (scanned plates) and/or “hotlist” information. The Motorola Solutions hosted system provides for simple point-and-click data sharing between credentialed DCI and DPD Managers with data sharing privileges enabled by their respective agencies. This MOU shall provide a basic understanding for the sharing of data between DCI and DPD. Any additional requirements should be documented separately.
3. **Term of MOU.** 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. This MOU may be terminated, without cause, by either party upon thirty (30) days written notice, which notice shall be delivered by hand or by certified mail. This MOU may be terminated immediately if either Party violates the FBI’s CJIS Security Policy.
4. **Payment.** No payment shall be made to either party by the other party as a result of this MOU.
5. **Agreement Between the Parties**
 - A. **Sharing of Information.** DCI and DPD each authorize access to its LPR detection data and/or hotlist information residing in its Motorola Solutions account to each other as permitted by applicable state law. A Party that does not want certain information made available to the other Party is responsible for ensuring that the information is not made available for data sharing. There is no obligation to share LPR detection data and/or hotlist information with any Agency Parties based solely on this MOU.
 - B. **Limitation of Information Sharing.** LPR detection data and/or hotlist information shall only be shared with or released to authorized employees of the Parties who have an approved login and password (“Authorized Users”), and a need and/or right to know.
 - C. **Ownership.** Each Party retains control of all information in its account. Each party is responsible for creating, updating, and deleting records in its own account

according to its own retention policies. Each Party shall use reasonable efforts to ensure the completeness and accuracy of its data.

- D. Release of Information.** The Parties and authorized users shall release or make available information accessed from an LPR account only to persons or entities authorized to receive LPR information.
- E. Unauthorized Requests.** If either Party receives a request for information in an LPR account by anyone who is not authorized to receive information from the LPR account, that Party shall refer the request to the law enforcement agency that originated that requested information (“Source Agency”).
- F. Public Record Requests, Subpoenas, and Court Orders.** Any Party receiving a public records request, subpoena, or court order (“Legal Request”) for information in an LPR account not authorized by or originated by the Party shall immediately provide a copy of the Legal Request to the Source Agency, prior to provided a response to the Legal Request.
- G. Login Application Process.** Each Party’s Agency Manager is responsible for management of user accounts at that Party. Each Party agrees that all authorized users shall be limited to current employees who are legally authorized to review criminal history data for crime prevention and detection purposes. Each potential user shall submit a request for a login and password to the Agency Manager. The Agency Manager shall have discretion to deny or revoke individual access for their respective agency.
- H. Login Assignment.** Each Authorized User will be issued a user login and a password by the Agency Manager. Authorized Users may be assigned to groups that have different levels of access rights based on the level of restriction of the information.
- I. Termination of Logins.** Each Agency Manager is responsible for timely removal of any login accounts as Authorized Users leave the Agency, those who no longer qualify for access into the system, or are denied access by the Agency Manager for any other reason.
- J. Intended Use.** Each Authorized User agrees that LPR detection data, hotlist information, and the networking resources are to be used solely for law enforcement purposes only and consistent with the law. Authorized Users shall not use or share the information for any unethical, illegal, criminal, or commercial purpose.
- K. Limitations on Use of Logins.** An Authorized User shall not access information in an LPR repository by using a name or password that was assigned to another user. An Authorized User shall not give his or her password to another person, including another user, to access the system.

- L. Audit Trail.** Each transaction is to be logged, to include a Case Number, and an audit trail created. Each Agency Manager shall conduct an internal audit on a periodic basis to ensure user queries are made for legitimate law enforcement purposes only. This information shall be recorded and retained to allow the Agency Manager to complete the internal audit. Each Agency Manager shall maintain the audit trail pursuant to the retention policies of that Party. Request for transaction logs shall be made in writing to the Agency Manager, who shall provide the logs to the requesting party within a reasonable amount of time.
- M. Information Confidentiality.** Information in a LPR account is confidential and is not subject to public disclosure, except as required by law. Only Authorized Users are allowed to view and use the information in a LPR account. Otherwise, the information shall be kept confidential for purposes of not compromising active investigations or undercover operations, jeopardizing officer or public safety.
- N. Internal Request for Information.** An Authorized User who receives a request from a non-authorized requestor for information in a LPR account shall not release that information, but may refer the requester to the Source Agency.
- O. Removal or Editing of Records.** Parties shall determine their own schedule for record deletion and other edits to their own data. This will be determined by policy and/or legal requirements.

6. General Provisions.

- A. Amendments.** Either party may request changes in this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by the parties to this MOU shall be incorporated by written instrument, 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 First Judicial District, Laramie County, Wyoming.
- C. Entirety of Agreement.** This MOU, consisting of five (5) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- E. Prior Approval.** This MOU shall not be binding upon either party unless this MOU has been reduced to writing before performance begins as described under the terms of this MOU, and unless this MOU is approved as to form by the Attorney General or her representative.

- 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 the parties may renegotiate the terms affected by the severance.
- G. Sovereign Immunity.** The State of Wyoming, DCI and DPD do not waive sovereign or governmental immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.
- H. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of 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 to this MOU 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.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

8. **Signatures.** The parties to this MOU, through their duly authorized representatives, have executed this MOU on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The Effective Date of this MOU is the date of the signature last affixed to this page.

**STATE OF WYOMING, OFFICE OF THE ATTORNEY GENERAL DIVISION OF
CRIMINAL INVESTIGATION**

Robert R. Jones, Director

Date

DOUGLAS POLICE DEPARTMENT

NAME, TITLE

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Tyler M. Renner, Supervising Attorney General

Date



Agenda Item Report

City Council – September 14, 2026

Item

City Hall Flood: Update

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 – September 14, 2026

Item

Resolution No 2026-38: A resolution amending the budget of the City of Douglas, Wyoming, for the fiscal year 2026.

Responsible Staff Contact

Mary Nicol

Recommendation

Approve resolution as presented.

Executive Summary

During review for fiscal year 2026, we discovered items that resulted in a request for consideration of budget amendments with additional expenditures totaling \$3,579,952, revenue totaling \$1,974,556, revenue transfers of \$1,652,101 and expenditure transfers of \$1,652,101. The source of revenue for the amendments is unappropriated surplus or additional revenue.

Account Number	Account Name	Additional Amount	Description
10-4100-3374	SLIB	58,360	Grant funding
39-4390-0110	Stop Loss Reimbursements	1,793,172	Additional revenue from large claims
39-4390-0111	Insurance Premiums	123,024	Additional revenue from department allocations
	Total	1,974,556	
10-5100-2158	Misc Contractual Services	58,360	Remittance of grant funding received to Fire Suppression for pass thru grant
39-5390-1032	Employee Benefits - Claims	2,619,122	Large claims exceeding stop loss offset by stop loss reimbursement and multiple claims not exceeding stop loss limit
50-5500-6548	Buildings	49,259	Fire training facility from FY2425 unused budget

55-5550-6544	Improvements other than building	758,854	Budgeted carryover too low as anticipated FY2425 expenditures were lower than expected
57-5570-6544	Improvements other than building	94,357	Clerk office remodel: \$8,245 City Hall site improvement carryover for items not completed in FY2425: \$86,112
	Total	3,579,952	
39-4390-5510	Transfer from general fund	710,000	Transfer of cash to cover claims
50-4500-5510	Transfer from general fund	424,715	Transfer unused budgeted funds for FY2425 and FY2526
55-4550-5510	Transfer from general fund	510,000	Transfer of cash to cover pool renovations
93-4930-5510	Transfer from general fund	7,386	Transfer of cash to cover arts & culture projects
	Total	1,652,101	
10-5998-4339	Transfer to Health Insurance	710,000	Transfer of cash to cover claims
10-5998-4350	Transfer to Fire Equipment Fund	424,715	Transfer unused budgeted funds for FY2425 and FY2526
10-5998-4355	Transfer to Pool Improvements	510,000	Transfer of cash to cover pool renovations
10-5998-4393	Transfer to Arts & Culture	7,386	Transfer of cash to cover arts & culture projects
	Total	1,652,101	

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

I move to approve resolution 2026-38 as presented.

Attachments

1. Resolution 2026-38 September 2026
2. Amendment Detail FY26 August 2026

RESOLUTION NO. 2026-38

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 14th day September, 2026.

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

BUDGET AMENDMENT LISTING FY 2526 - August 2026

Account Number	Account Name	Additional Amount	Description
10-4100-3374	SLIB	58,360	Grant funding
39-4390-0110	Stop Loss Reimbursements	1,793,172	Additional revenue from large claims
39-4390-0111	Insurance Premiums	123,024	Additional revenue from department allocations
	Total	1,974,556	
10-5100-2158	Misc Contractual Services	58,360	Remittance of grant funding received to Fire Suppression for pass thru grant
39-5390-1032	Employee Benefits - Claims	2,619,122	Large claims exceeding stop loss offset by stop loss reimbursement and multiple claims not exceeding stop loss limit
50-5500-6548	Buildings	49,259	Fire training facility from FY2425 unused budget
55-5550-6544	Improvements other than building	758,854	Budgeted carryover too low as anticipated FY2425 expenditures were lower than expected
57-5570-6544	Improvements other than building	94,357	Clerk office remodel: \$8,245 City Hall site improvement carryover for items not completed in FY2425: \$86,112
	Total	3,579,952	
39-4390-5510	Transfer from general fund	710,000	Transfer of cash to cover claims
50-4500-5510	Transfer from general fund	424,715	Transfer unused budgeted funds for FY2425 and FY2526
55-4550-5510	Transfer from general fund	510,000	Transfer of cash to cover pool renovations
93-4930-5510	Transfer from general fund	7,386	Transfer of cash to cover arts & culture projects
	Total	1,652,101	
10-5998-4339	Transfer to Health Insurance	710,000	Transfer of cash to cover cliams
10-5998-4350	Transter to Fire Equipment Fund	424,715	Transfer unused budgeted funds for FY2425 and FY2526
10-5998-4355	Transfer to Pool Improvements	510,000	Transfer of cash to cover pool renovations
10-5998-4393	Transfer to Arts & Culture	7,386	Transfer of cash to cover arts & culture projects
	Total	1,652,101	



Agenda Item Report

City Council – September 14, 2026

Item

Resolution No 2026-39: A resolution amending the budget of the City of Douglas, Wyoming, for the fiscal year 2027.

Responsible Staff Contact

Mary Nicol

Recommendation

Approve resolution as presented.

Executive Summary

Various situations have resulted in a request for consideration of budget amendments for fiscal year 2027 with additional expenditures of \$249,381.00. The revenue source is unappropriated surplus or additional revenue.

Account Number	Account Name	Additional Amount	Description
10-5103-2158	Misc Contractual Services	35,014	Internet and network connection: Douglas Community Center & Cemetery
10-5202-3233	Uniforms/Care	7,500	Ballistic vest replacements
10-5351-1001	Salaries/Wages - Regular	56,280	Parks Supervisor
10-5351-1006	Salaries/Wages - Allowances	600	Parks Supervisor
10-5351-1021	Employee Benefits -Scl Scrty	4,352	Parks Supervisor
10-5351-1023	Employee Benefits - Health Ins	38,093	Parks Supervisor
10-5351-1025	Employee Benefits-Wrks Comp	6,000	Parks Supervisor
10-5351-1029	Employee Benefits-WY Rtrmnt	10,479	Parks Supervisor
56-5560-2158	Misc Contractual Services	24,089	Slurry seal bid awarded exceeded budgeted amount
56-5560-6544	Improvements other than building	66,974	Change order 1: Richards Street Bridge
	Total	249,381	

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

I move to approve resolution 2026-39 as presented.

Attachments

1. Resolution 2026-39 September 2026
2. Amendment Detail FY 27 September 2026

RESOLUTION NO. 2026-39

A RESOLUTION AMENDING THE BUDGET OF THE CITY OF DOUGLAS, WYOMING,
FOR THE FISCAL YEAR 2027.

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 2027 adopted budget as set forth on the attached listing.

PASSED, APPROVED, AND ADOPTED this 14th day September 2026.

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk


Resolution 2026-38
September 2026.do

[illegible]



Agenda Item Report

City Council – September 14, 2026

Item

Resolution 2026-37: A Resolution Authorizing Wagonhound Land & Livestock Co, LLC to Proceed with a Type B Development for Construction of a Restaurant and Sports Bar in a B-2 General Business Zone at 5 Cinch Loop (7 Trail Commercial South, Lot 4).

Responsible Staff Contact

Clara Chaffin

Recommendation

Recommend approval of Resolution 2026-37 as presented.

Executive Summary

September 14 Update

City Staff and the Developer met with WYDOT on August 28 to discuss traffic generated by the development of The Hound as well as any future development. Attached is a memo from WYDOT stating that no further action is needed regarding the development of The Hound.

Future development may require additional traffic impact studies and mitigation measures depending on the traffic generation of the proposed development.

Original Narrative

The City received an application for a Type B Development at 5 Cinch Loop for the development of a restaurant and sports bar.

DEVELOPMENT STANDARDS: This Development Plan conforms to the minimum Standards and Policies described in City Code.

PROPOSED PROJECT DETAILS: Included in the attached Staff Report.

Background

HISTORY: The subject property was originally dedicated to the City of Douglas as part of the Seven Trails Commerce Center 2015. In 2024, Parcel 7 was created when Parcel 4 was divided into two (2) parcels. In 2025 it was replatted as part of 7 Trails Commercial South, and has remained the same since that time.

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

Budget/Fiscal Impact

Action Requested/Recommended Motion

Recommend approval of Resolution 2026-37 as presented.

Attachments

1. The Hound Letter 8-17-26 to Douglas
2. Parking Easement Agreement Douglas Lodging-WHLL
3. 02_The Hound - Type B Resubmittal-1 - LANDSCAPE
4. The Hound - Type B Submittal - Architectural Renderings
5. The Hound - Type B Submittal - Civil (1)
6. 03_The Hound - Type B Resubmittal-1 - ARCHITECTURAL
7. Cinch Loop, 5, The Hound Development Agreement proposed
8. Resolution 2026-37 The Hound
9. The Hound response



August 17, 2026

City of Douglas
P.O. Box 1030
Douglas, Wyoming 82633

ATTN: Michele Carter, Interim City Manager

RE: The Hound Restaurant Development Recommendations

Dear Ms. Carter:

This letter is submitted to present the results of an analysis of water demands and water supply related to the “Hound” Restaurant at 7 Trails and provide a recommendation regarding the ability of the City to provide water service. Documents reviewed include the Type B development landscape plan dated August 5, 2026 and an August 13, 2026 email provided by Sokhour Seng, Architect with Jensen Design Architects, Inc. While this proposed restaurant is located within the 7 Trails North development in the vicinity of the new motel and gas station, its water demands are not part of previous analyses.

Sokhour Seng stated in her email correspondence that the “building’s estimated annual water demand is 1.75 million gallons per year....Estimated peak GPM is 28 GPM”. The email did not indicate whether the building’s demand included landscape watering but it is assumed that it is for indoor use only. The email further states that the volume is an estimate “as we are still working through the design.” Dividing the annual water demand by 365 days results in an average daily water demand of 4,795 gallons or 3.33 gallons per minute (gpm).

Landscape watering demands during the 26-week growing season from Palma Land Planning are summarized in the table below. The average daily water demand for landscape watering during the warm months will be approximately 220.6 gallons. Winter demands provided by Palma Land Planning if soil conditions require watering are approximately 1,300 gallons per month.

Total summer water demand for indoor and outdoor use at the Hound Restaurant is approximately 5,015.6 gallons per day, which is 3.48 gpm according to data provided by the design consultants.

On-going water conservation measures by the City can help to alleviate stresses on the water system as a result of incremental, small increases in water demands from facilities such as the Hound Restaurant. In the event of shortfall in supply due to circumstances such as elevated turbidity in the river or pump issues with the City’s well, the City does have the option to reduce watering of

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engineering stronger communities

landscape areas at one or more of the parks until the situation is resolved. Furthermore, efforts to secure additional water source capacity will mitigate the increased water demands in the future.

Landscape Feature	Number of Features	Weekly Water Use per Feature (gallons)	Estimated Weekly Water Use (gallons)	Average Daily Water Use (gallons)
Turf Grass	1,309 feet ²	0.623333333	815.9	116.6
Large Trees	2	40.0	80.0	11.4
Small Trees	10	20.0	200.0	28.6
Shrubs	26	5.0	130.0	18.6
PER/OG	106	3.0	318.0	45.4
			1,543.9	220.6

Discussions with the City Engineer indicate that a booster station will be needed in some parts of the proposed 7 Trails North development to maintain suitable water system pressure. The location of this restaurant will need to be evaluated to ensure that suitable water pressure is available.

Based on the current capacity of the City's water sources and storage facilities it is possible for the City to serve water for the Hound Restaurant based on information submitted to the City.

Please let me know if you have any questions or comments regarding this letter.

Sincerely,



Ben J. Jordan, P.G.
Forsgren Associates, Inc.

CC: Clara Chaffin, Community Development Director

When Recorded, Mail To:
Douglas Lodging Investors LLC
1470 Esterbrook Road
Douglas, WY 82633

1150569 Book 1865 Page 300

Recorded 8/5/2026 At 8:36 AM

Karen Rimmer, Converse County Clerk & Recorder



(Space Above For Recorder's Use)

PARKING EASEMENT AGREEMENT

This **PARKING EASEMENT AGREEMENT** (this “**Agreement**”) is entered into as of July __, 2026 (the “**Effective Date**”), by and between DOUGLAS LODGING INVESTORS, LLC, a Wyoming limited liability company (“**Grantor**”), and WAGONHOUND LAND & LIVESTOCK COMPANY, LLC, a Wyoming limited liability company (“**Grantee**”). Grantee and Grantor are each sometimes referred to individually as a “**Party**” and collectively as the “**Parties**”.

RECITALS

A. Grantor owns certain real property located in Douglas, Wyoming and having an Assessor's Parcel Number 32710713010800, as legally described on **Exhibit A** attached hereto (the “**Hotel Property**”). The Hotel Property is currently improved with a commercial hotel building and surface parking area (the “**Grantor Parking Area**”).

B. Grantee owns certain real property located in Douglas, Wyoming having an Assessor's Parcel Number 32710713011100, as legally described on **Exhibit B** attached hereto (the “**Hound Property**”; the Hound Property and the Hotel Property are each sometimes referred to herein individually as a “**Property**” and collectively as the “**Properties**”). The Hound Property abuts the Hotel Property along the Hound Property's western boundary. The Hound Property is currently vacant and Grantee intends to construct an entertainment venue on the Hound Property.

C. The Parties now desire to create an easement over the entire Grantor Parking Area, as depicted on **Exhibit C** (the “**Parking Easement Area**”) for the use and benefit of the Hound Property and its customers, employees, agents, and invitees, for vehicular ingress, egress and parking and access between the Hound Property and the Grantor Parking Area, on the terms and conditions set forth herein. The specific parking spaces allocated to the Hound Property (collectively, the “**Designated Spaces**”) are highlighted in yellow on **Exhibit C** attached hereto. The Easement (as defined below) is being granted, among other things, to provide off-street parking for the Hound Property in satisfaction of the off-street parking and other land use requirements of the City of Douglas, Wyoming applicable to the development of the Hound Property.

NOW THEREFORE, in consideration of the above referenced recitals, which are incorporated herein by reference, and for the parties' mutual obligations set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Effective Date.** This Agreement shall be deemed effective as of the Effective Date set forth above and shall be recorded promptly following the execution hereof in the Official Records of Converse County, Wyoming (the “**Official Records**”).

2. **Grant of Easement.** Grantor, as burdened owner, hereby grants to and for the use and benefit of Grantee and its invitees, appurtenant to the Hound Property as the dominant estate and burdening the Hotel Property as the servient estate, at no charge to Grantee, a permanent non-exclusive easement over the Parking Easement Area for vehicular ingress, egress, parking rights and access upon, over and across the Parking Easement Area to provide vehicular access and parking, and pedestrian access between the Properties, upon the terms and conditions set forth in this Agreement (the “**Easement**”). Without limiting



the generality of the foregoing, the Easement includes the right of Grantee and its employees, agents, customers and invitees to park in the Designated Spaces. The Easement shall commence on the Effective Date and shall expire and terminate upon the recording of a termination agreement executed by and between Grantor and Grantee in accordance with Section 10 below. Except as otherwise expressly provided herein, Grantor and Grantee each have the right to prevent any activity on or use of the Parking Easement Area that is inconsistent with their respective rights under this Agreement, or unreasonably interferes with or is harmful to the rights of the other provided herein. Grantor and Grantee hereby agree to cooperate in good faith and not to use or allow the use of the Parking Easement Area in such a way as to impede, harm, or interfere with their respective rights hereunder.

3. **Parking Easement Area and Related Improvements.** Grantor shall be solely responsible for the permitting, construction, pavement, striping, signing and completion of the Parking Easement Area (collectively, the “**Easement Area Improvements**”), to the extent not completed prior to the Effective Date. All Easement Area Improvements shall be constructed at the sole cost and expense of Grantor and shall be performed in accordance with all applicable legal requirements.

4. **Operation & Maintenance of Parking Easement Area.**

4.1 **Generally.** From and after the Effective Date, Grantor will be responsible for the maintenance and repair of the Parking Easement Area, which shall be completed in a good and workmanlike manner and in accordance with all applicable legal requirements as needed. Grantee shall reimburse Grantor for fifty percent (50%) of all such maintenance and repair costs, such reimbursement to be paid within thirty (30) days after Grantee's receipt of written notice from Grantor, together with reasonable supporting documentation.

4.2 **Damage Caused by Either Party.** Notwithstanding the foregoing, to the extent that either Party or its agents or contractors causes any damage to the Parking Easement Area (other than in the ordinary course of utilizing the Parking Easement Area for vehicular access as permitted herein), including as a result of negligence or willful misconduct of either Party, then the Party causing such damage shall pay the costs of removal, repair or restoration, of grass, concrete, asphalt or any other Easement Area Improvements damaged or adversely affected by such Party's or its agent's or contractor's actions.

5. **Easement Use At Risk.** Except with respect to either (a) violation of its obligations under this Agreement, or (b) the gross negligence or willful misconduct of Grantor or Grantor's agents or employees, Grantor will not be liable, and Grantee hereby knowingly releases Grantor for injury to persons or loss of or damage to any vehicles, materials, equipment or personal property of Grantee, its employees or agents on any portion of the Hotel Property during the term of this Agreement, including, without limitation, as a result of fire, theft, vandalism, accident, conduct of any tenants, occupants or visitors of the Hotel Property or other persons, or any other casualty or cause, and Grantee hereby waives all claims and releases the Grantor from all liability with respect to any such loss or damage. Further, in connection with this Agreement, Grantee understands and agrees that: (i) Grantor will not be obligated to provide any security protection or safety measures for the Hotel Property or the Hound Property; and (ii) Grantee's, its employees', agents' and invitees' use of the Parking Easement Area is at their own risk.

6. **Indemnification.** Each Party hereby agrees to defend, indemnify and hold harmless the other Party and its shareholders, members, managers and partners, and each of their respective members, managers, partners and shareholders, and as to each of the foregoing, any and all of its or their employees, officers, agents, directors, heirs, successors and assigns (each an “Indemnatee”), from and against any and all third-party claims, liens, lawsuits, legal proceedings (including, without limitation, arbitrations and administrative proceedings), appeals, liability, loss, damage, award, judgment, settlement, fine, penalty, cost and expense (including reasonable attorneys' fees) (collectively, “**Claims**”) asserted against or actually



incurred by any Indemnitee to the extent arising out of, directly or indirectly, (a) the exercise by the indemnifying Party of its rights granted herein or its use of the Easement, and (b) any breach of this Agreement by the indemnifying Party; *provided however*, neither Party shall be obligated to indemnify any Indemnitee against Claims to the extent arising out of any act or omission of an Indemnitee that constitutes gross negligence or willful misconduct; provided, further, that the indemnification obligations under this Section shall in all events be limited to actual out-of-pocket losses and damages (excluding lost revenues and consequential and punitive damages) and reasonable out-of-pocket costs and expenses. The defense and indemnity obligations provided for herein shall survive the expiration or earlier termination of this Agreement.

7. **Default.** If any Party fails to perform the obligations required of such Party hereunder for a period of thirty (30) days following receipt of written notice from the other Party specifying the nature of such failure to perform, and if such failure to perform interferes with any Party's ability to exercise its rights or perform its obligations hereunder, including, without limitation, such Party's maintenance obligations hereunder, then such failure to perform shall constitute a default hereunder (each, a "**Default**"); *provided, however*, if the nature of the obligation is such that more than thirty (30) days are required for performance, then such failure to perform shall not constitute a Default hereunder if such non-performing Party commences performance within such thirty (30) day period and thereafter diligently prosecutes the same to completion provided, however, that the period to complete such work shall not exceed one hundred twenty (120) days. In the event of a Default, the non-defaulting Party can elect at its sole discretion, without obligation, to cure such Default, and/or pursue any remedies available at law or equity, including without limitation, bringing an action against the defaulting Party for damages or injunctive relief. If the non-defaulting Party elects to cure such Default, upon such cure by the non-defaulting Party, the defaulting Party shall promptly, upon demand, reimburse the non-defaulting Party for such sums reasonably incurred by the non-defaulting Party in curing such Default. All such sums shall bear interest at the rate of ten percent (10%) per annum (but in no event exceed the applicable maximum rate per annum permitted by Wyoming law) from the date demand for reimbursement is made until the date of such reimbursement. No Default hereunder shall entitle either Party to terminate this Agreement or otherwise restrict or terminate any easements granted hereunder.

8. **Cooperation; Further Assurances.** The Parties hereto agree to take, or cause to be taken, as promptly as practicable, all commercially reasonable actions necessary or desirable to carry out the provisions of this Agreement and to consummate and make effective the transactions and agreements provided for herein, including, without limitation, executing and delivering such documents, acknowledgments and other instruments in order to effectuate the terms hereof.

9. **Covenants Running with the Land.** Subject to the provisions of Section 10, below, the respective covenants of the Parties hereto shall hereafter run with the land and shall be binding upon all future owners, mortgagees or other parties coming into possession or ownership of the Hound Property and/or the Hotel Property.

10. **Term of Agreement.** Except as otherwise provided herein, this Agreement shall remain in effect in perpetuity, unless and until Grantee and Grantor mutually execute and record an instrument terminating all of their respective right, title and interest in the easements and rights granted herein, whereupon the Parties shall have no further rights or obligations hereunder, except for liabilities that accrued prior to the date of such recordation.

11. **Notices.** All notices and other communications required or permitted under this Agreement shall be in writing and personally delivered or sent by certified mail, return receipt requested and postage prepaid, or sent by a reputable overnight courier, to the following addresses:



If to Grantor: Douglas Lodging Investors, LLC
PO Box 1100
Douglas, WY 82633
Attn: Michael Avery

If to Grantee: Wagonhound Land & Livestock Company, LLC
PO Box 1100
Douglas, WY 82633
Attn: Michael Avery

Notice shall be effective upon receipt (or refusal of delivery) if delivered personally; or three (3) business days after deposit in the mail if sent by certified mail; or one (1) business day after deposit with an overnight courier. The addresses and addressees for the purpose of this Section 11 may be changed by giving written notice of such change in the manner provided above.

12. **Miscellaneous.**

12.1 **Construction of Agreement; Authority.** This Agreement shall be construed equally as among and against the Parties, and any rule of construction to the effect that ambiguities are to be resolved in favor of any Party shall not be employed in the interpretation of this Agreement. The Parties hereby represent and warrant to each other that their respective legal entities and the signatories on behalf of such entities have full power and authority to execute and deliver this Agreement and to be bound by and perform the terms hereof.

12.2 **No Partnership, Joint Venture or Principal Agent Relationship; No Public Dedication.** Nothing in this Agreement and no act of Grantee or Grantor shall be deemed by Grantee, Grantor, or any third person, to create a principal and agent relationship, or a partnership, or a joint venture, or any association whatsoever between Grantee and Grantor. Except as may otherwise be provided in a written agreement between the parties, the provisions of this Agreement are for the exclusive benefit of Grantee and Grantor, and their respective successors and assigns, and not for the benefit of any third person who is not a successor thereof, and this Agreement shall not be deemed to have conferred any rights upon any third person, except as expressly provided for herein. Nothing herein contained shall be deemed to be a gift or dedication of any part of the Hound Property or the Hotel Property to the general public or for any public purpose whatsoever, it being the intention of Grantee and Grantor that this Agreement shall be strictly limited to and for the purposes herein expressed.

12.3 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Wyoming.

12.4 **Attorneys' Fees.** In the event of any legal action, arbitration or other proceeding between the parties with respect to this Agreement or the transaction contemplated herein, the prevailing party(ies) shall be entitled to the payment by the losing party(ies) of its reasonable attorneys' fees, costs, pre-litigation and litigation expenses (which shall include attorneys' fees and costs incurred prior to the institution of litigation), as determined by the court or arbitrator, as applicable.

12.5 **No Merger.** No merger of title to the Hotel Property and the Hound Property shall terminate this Agreement or otherwise render it invalid or unenforceable.



12.6 **Amendments.** This Agreement may be terminated, modified or amended only by a written agreement that is (i) executed by (a) the then current owner of the Hotel Property and (b) the then current owner of the Hound Property, and (ii) recorded in the Official Records.

12.7 **Severability.** In the event that any term or provision hereof is held to be invalid, void or otherwise unenforceable by any court of competent jurisdiction, then the same shall not affect the validity or enforceability of any other term or provision hereof, it being specifically agreed that the terms and provisions hereof are severable.

12.8 **Waivers.** The waiver of any covenant, condition or agreement contained herein shall not constitute a waiver of any other covenant, condition or agreement herein or of the future performance thereof. The failure to enforce any provision of this Agreement by any Party entitled to enforce such provision shall not constitute a waiver by such Party or any other Party of the right to do so thereafter nor of the right to enforce any other covenant, condition, restriction or easement herein provided.

12.9 **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same document.

[Signature Page Follows]



IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

GRANTOR:

DOUGLAS LODGING INVESTORS, LLC,
a Wyoming limited liability company

By: _____

Name: Michael Avery

Title: Authorized Signatory

GRANTEE:

WAGONHOUND LAND & LIVESTOCK COMPANY, LLC,
a Wyoming limited liability company

By: _____

Name: Dustin Ewing

Title: Authorized Signatory

Recorded 8/5/2026 At 8:36 AM

Karen Rimmer, Converse County Clerk & Recorder



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

State of California
County of Los Angeles

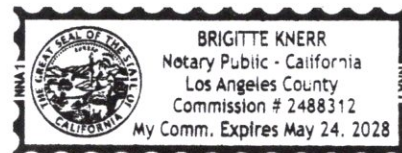
On July 30, 2026 before me, Brigitte Knerr, Notary Public (here insert name and title of officer), personally appeared Michael Avery, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature BKnerr

(Seal)



1150569 Book 1865 Page 307

Recorded 8/5/2026 At 8:36 AM

Karen Rimmer, Converse County Clerk & Recorder



State of Wyoming
County of Converse

This record was acknowledged before me on Dustin Ewing, by Dustin Ewing, as Authorized Signatory of Wagonhound Land & Livestock Company, LLC, a Wyoming limited liability company.

WITNESS my hand and official seal.

Signature Janell M Ford
Notary Public
My commission expires: 8/30/2029

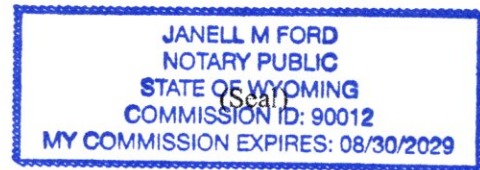




EXHIBIT A

HOTEL PROPERTY LEGAL DESCRIPTION

The Land referred to herein below is situated in the County of Converse, State of Wyoming, and is described as follows:

Lot 1 of the Final Plat of 7 Trails Commercial South, to the City of Douglas, Wyoming, according to the official plat thereof filed for record February 14, 2025 in Plat Cabinet 5, Slide 16 of the records of Converse County, Wyoming.



EXHIBIT B

THE HOUND PROPERTY LEGAL DESCRIPTION

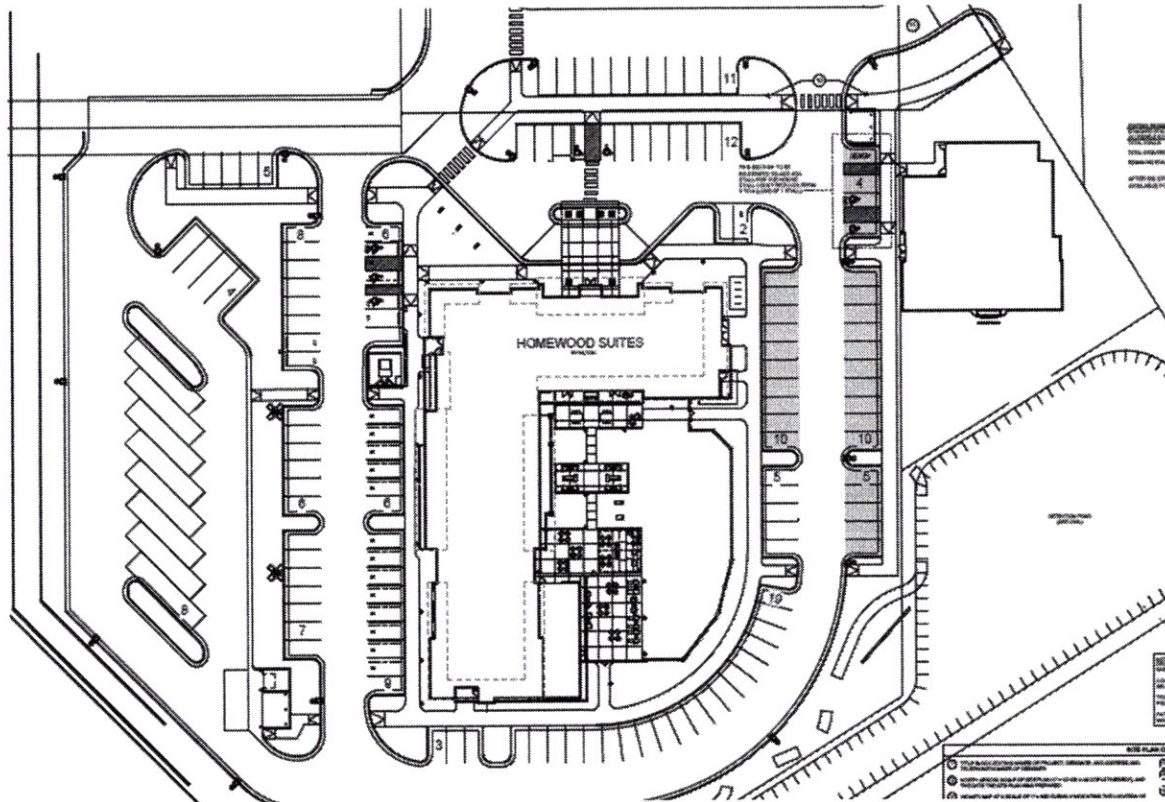
The Land referred to herein below is situated in the County of Converse, State of Wyoming, and is described as follows:

Lot 4 of the Final Plat of 7 Trails Commercial South, to the City of Douglas, Wyoming, according to the official plat thereof filed for record February 14, 2025 in Plat Cabinet 5, Slide 16 of the records of Converse County, Wyoming.

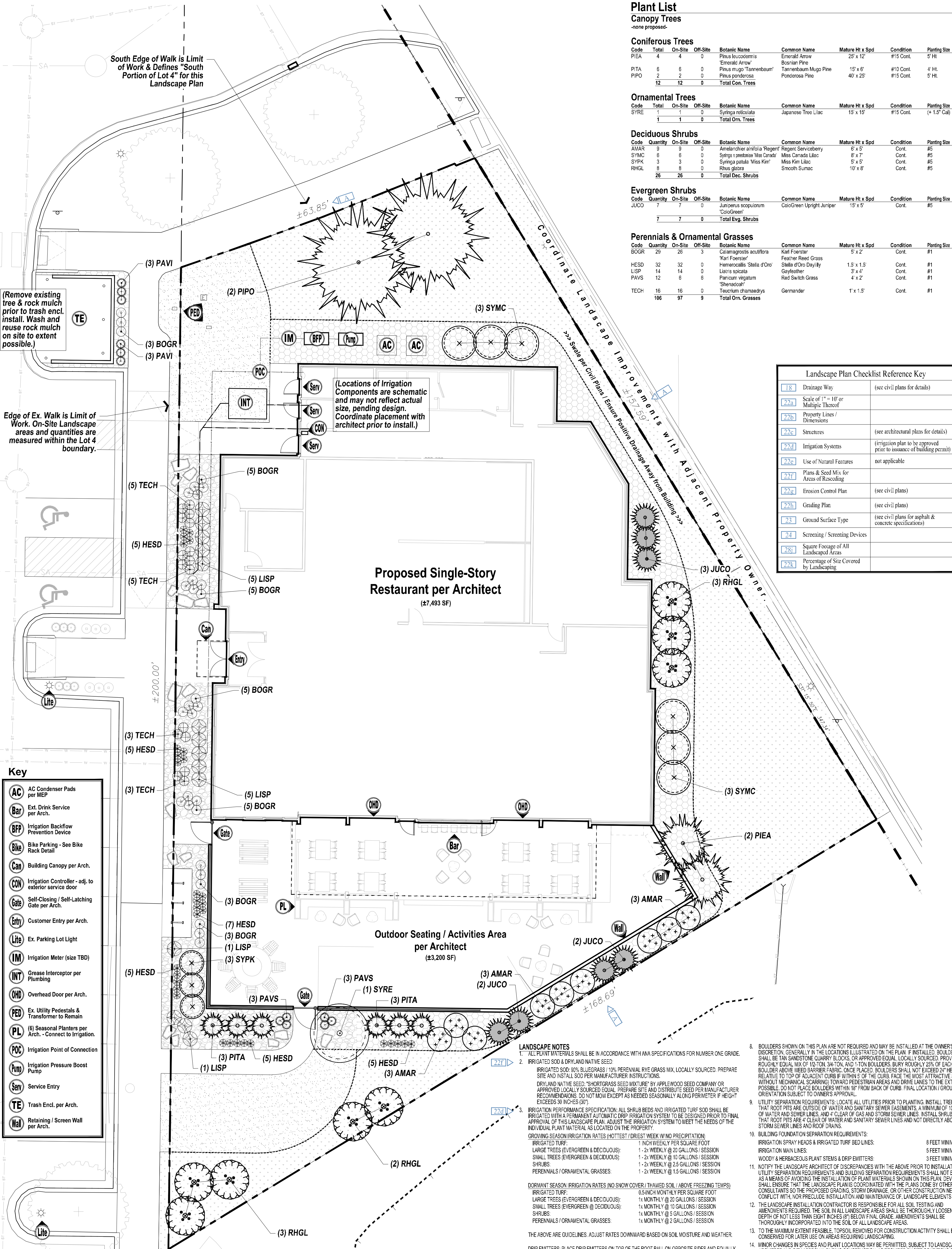


EXHIBIT C

PARKING EASEMENT AREA



Address on front
August 21, 2026 4:05pm
at 29 m 40



Landscape Plan

Landscape Material Quantities

Irrigated Turf / Native Seed		Shrub Bed Mulches	
	Irrigated Turf per Landscape Note 2 (on-site only)		Standard Angular Gravel Mulch - Gray: 1.5" Hyland Granite per Pioneer Sand & Gravel @ 3" Depth Min. Post-Settlement
	Native Seed per Landscape Note 2 (on-site only)		Decorative Cobble Mulch - White: 4" - 8" Glacier White River Rock per Pioneer Sand & Gravel @ 8" Depth Min. Post-Settlement
	43,892 SF		±930 SF
	45,077 SF Subtotal		±2,740 SF Subtotal
Other		Required / Provided Landscape Calculations:	
	Bike Rack per Detail (3 Proposed)	Lot Area (So. Portion of Lot 4):	
	Steel Edger	Required Landscaped Area (20% of Site):	
	±350 LF	Proposed Landscaped Area	
	Decorative Boulders: 1 & 2-Man Boulders (Note 8)	Trees Required (@ 1 / 500 SF x 3,847 SF):	
	Patio Perimeter Fence (e.g., metal picket fence @ 5' Ht. or similar TBD)	Provided:	
		±19,237 SF	
		±3,847 SF	
		±7,817 SF	
		(41% of Site)	
		8 trees	
		13 trees	

LANDSCAPE NOTES

- ALL PLANT MATERIALS SHALL BE IN ACCORDANCE WITH ANA SPECIFICATIONS FOR NUMBER ONE GRADE.
- IRRIGATED SOD & DRYLAND NATIVE SEED:
IRRIGATED SOD: 90% BLUEGRASS / 10% PERENNIAL RYE GRASS MIX. LOCALLY SOURCED. PREPARE SITE AND INSTALL SOD PER MANUFACTURER INSTRUCTIONS.
DRYLAND NATIVE SEED: "SHORTGRASS SEED MIXTURE" BY APRLEWOOD SEED COMPANY OR APPROVED LOCALLY SOURCED EQUAL. PREPARE SITE AND INSTALL PER MANUFACTURER RECOMMENDATIONS. DO NOT MOW EXCEPT AS NEEDED SEASONALLY ALONG PERIMETER IF HEIGHT EXCEEDS 30 INCHES (30").
- IRRIGATION PERFORMANCE SPECIFICATION: ALL SHRUB BEDS AND IRRIGATED TURF SOD SHALL BE IRRIGATED WITH A PERMANENT AUTOMATIC DRIP IRRIGATION SYSTEM TO BE DESIGNED PRIOR TO FINAL APPROVAL OF THIS LANDSCAPE PLAN. ADJUST THE IRRIGATION SYSTEM TO MEET THE NEEDS OF THE INDIVIDUAL PLANT MATERIAL AS LOCATED ON THE PROPERTY.
GROWING SEASON IRRIGATION RATES (HOTTEST / DRIEST WEEK / NO PRECIPITATION):
IRRIGATED TURF: 1 INCH WEEKLY PER SQUARE FOOT
LARGE TREES (EVERGREEN & DECIDUOUS): 1-2 WEEKLY @ 20 GALLONS / SESSION
SMALL TREES (EVERGREEN & DECIDUOUS): 1-2 WEEKLY @ 10 GALLONS / SESSION
SHRUBS: 1-2 WEEKLY @ 2.5 GALLONS / SESSION
PERENNIALS / ORNAMENTAL GRASSES: 1-2 WEEKLY @ 1.5 GALLONS / SESSION
DORMANT SEASON IRRIGATION RATES (NO SNOW COVER / THAWED SOIL / ABOVE FREEZING TEMPS):
IRRIGATED TURF: 0.5 INCH MONTHLY PER SQUARE FOOT
LARGE TREES (EVERGREEN & DECIDUOUS): 1x MONTHLY @ 20 GALLONS / SESSION
SMALL TREES (EVERGREEN & DECIDUOUS): 1x MONTHLY @ 10 GALLONS / SESSION
SHRUBS: 1x MONTHLY @ 5 GALLONS / SESSION
PERENNIALS / ORNAMENTAL GRASSES: 1x MONTHLY @ 2 GALLONS / SESSION
THE ABOVE ARE GUIDELINES. ADJUST RATES DOWNWARD BASED ON SOIL MOISTURE AND WEATHER.
- DRIP EMITTERS: PLACE DRIP EMITTERS ON TOP OF THE ROOT BALL ON OPPOSITE SIDES AND EQUALLY SPACED TO THE EXTENT POSSIBLE AT THE FOLLOWING RATES:
TREES: 4 DRIP EMITTERS PER PLANT
SHRUBS: 2 DRIP EMITTERS PER PLANT
PERENNIALS / ORNAMENTAL GRASSES: 1 DRIP EMITTER PER PLANT
DRYLAND NATIVE SEED AREAS REQUIRE IRRIGATION TYPICALLY AT 0.5" PER WEEK DISTRIBUTED EVENLY FOR THE GROWING SEASON, INCLUDING NATURAL RAINFALL THROUGH ESTABLISHMENT (THE FIRST TWO GROWING SEASONS). FOLLOWING ESTABLISHMENT, THESE AREAS MAY NEED SUPPLEMENTAL IRRIGATION DURING UNUSUALLY HOT / DRY PERIODS DURING THE GROWING SEASON TO SURVIVE. IRRIGATION WATER DELIVERY TO DRYLAND NATIVE SEED AREAS MAY BE VIA WATER TRUCK, A TEMPORARY ABOVE GROUND SYSTEM, AND/OR A PERMANENT UNDERGROUND SYSTEM.
TREES AND SHRUBS PLANTED IN DRYLAND NATIVE SEED AREAS AND IRRIGATED TURF AREAS SHALL RECEIVE DRIP IRRIGATION AS PER ABOVE TO ALLOW TURF / NATIVE SEED IRRIGATION TO BE TURNED OFF DURING DROUGHT PERIODS.
- THE IRRIGATION DESIGNER IS RESPONSIBLE FOR COORDINATING THE PLACEMENT OF THE CONTROLLER. IRRIGATION TAP / BACKFLOW PREVENTER ASSEMBLY WITH THE IRRIGATION. CIVIL ENGINEER, LANDSCAPE ARCHITECT, AND OWNER. IRRIGATION SYSTEM SHALL INCLUDE AN AUTOMATIC SHUT OFF WITH LEAK DETECTION AND A SOIL MOISTURE SENSOR.
- ALL SHRUB BEDS SHALL RECEIVE LOCALLY SOURCED GRAVEL MULCH PER "LANDSCAPE MATERIAL QUANTITIES" ON THIS SHEET (OR APPROVED EQUAL) TO A MINIMUM POST-SETTLEMENT DEPTHS AS SPECIFIED ABOVE. TYPICAL 30" (30") OR APPROVED EQUAL WOOD BARRIER FABRIC (NOT IMPERMEABLE PLASTIC SHEETING). DO NOT COMPACT MULCH. IN IRRIGATED TURF AND NATIVE SEED AREAS, PLACE GORILLA HAIR (SHREDDED WESTERN RED CEDAR MULCH @ 3" MIN. DEPTH) POST-SETTLEMENT WITHIN 6" OF DISH OF TREES. PROVIDE A SAMPLE (PHOTOGRAPH) OF ALL MULCH TYPES PROPOSED FOR LANDSCAPE ARCHITECT APPROVAL PRIOR TO PURCHASE.
- SEPARATE ALL AREAS RECEIVING MULCH FROM NATIVE TURF & IRRIGATED TURF WITH 6" ROLLTOP STEEL EDGING OR APPROVED EQUAL. SEE DETAIL. THIS SHEET PROVIDE A SAMPLE (PHOTOGRAPH) FOR LANDSCAPE ARCHITECT APPROVAL PRIOR TO PURCHASE. OWNER / OPERATOR SHALL INSPECT AND MAINTAIN EDGING SEASONALLY TO MITIGATE VERTICAL MOVEMENT AND ASSOCIATED TRIP HAZARD.
- BOULDERS SHOWN ON THIS PLAN ARE NOT REQUIRED AND MAY BE INSTALLED AT THE OWNER'S SOLE DISCRETION, GENERALLY IN THE LOCATIONS ILLUSTRATED ON THE PLAN. IF INSTALLED, BOULDERS SHALL BE TAN SANDSTONE QUARRY BLOCKS, OR APPROVED EQUAL, LOCALLY SOURCED. PROVIDE A ROUGHLY EQUAL MIX OF 125-TON, 54-TON, AND 1-TON BOULDERS. BURY ROUGHLY 25% OF EACH BOULDER ABOVE WEED BARRIER FABRIC. ONCE PLACED, BOULDERS SHALL NOT EXCEED 24" HEIGHT RELATIVE TO TOP OF ADJACENT CURB IF WITHIN 5' OF THE CURB. FACE THE MOST ATTRACTIVE SIDE (E.G., WITHOUT MECHANICAL SCARRING) TOWARD PEDESTRIAN AREAS AND DRIVE Lanes TO THE EXTENT POSSIBLE. DO NOT PLACE BOULDERS WITHIN 18" FROM BACK OF CURB. FINAL LOCATION / GROUPING / ORIENTATION SUBJECT TO OWNER'S APPROVAL.
- UTILITY SEPARATION REQUIREMENTS: LOCATE ALL UTILITIES PRIOR TO PLANTING. INSTALL TREES SUCH THAT ROOT PITTS ARE OUTSIDE OF WATER AND SANITARY SEWER EASEMENTS. A MINIMUM OF 10' CLEAR OF WATER AND SEWER LINES, AND CLEAR OF GAS AND STORM SEWER LINES. INSTALL SHRUBS SUCH THAT ROOT PITTS ARE 4' CLEAR OF WATER AND SANITARY SEWER LINES AND NOT DIRECTLY ABOVE STORM SEWER LINES AND ROOF DRAINS.
- BUILDING FOUNDATION SEPARATION REQUIREMENTS:
IRRIGATION SPRAY HEADS & IRRIGATED TURF BED LINES: 8 FEET MINIMUM
WOODY & HERBACEOUS PLANT STEMS & DRIP EMITTERS: 5 FEET MINIMUM
- NOTIFY THE LANDSCAPE ARCHITECT OF DISCREPANCIES WITH THE ABOVE PRIOR TO INSTALLATION. UTILITY SEPARATION REQUIREMENTS AND BUILDING SEPARATION REQUIREMENTS SHALL NOT BE USED AS A MEANS OF AVOIDING THE INSTALLATION OF PLANT MATERIALS SHOWN ON THIS PLAN. DEVELOPER SHALL ENSURE THAT THE LANDSCAPE PLAN IS COORDINATED WITH THE PLANS DONE BY OTHER CONSULTANTS SO THE PROPOSED GRADING, STORM DRAINAGE, OR OTHER CONSTRUCTION NEITHER CONFLICT WITH, NOR PRECLUDE INSTALLATION AND MAINTENANCE OF, LANDSCAPE ELEMENTS SHOWN.
- THE LANDSCAPE INSTALLATION CONTRACTOR IS RESPONSIBLE FOR ALL SOIL TESTING AND AMENDMENTS REQUIRED. THE SOIL IN ALL LANDSCAPE AREAS SHALL BE THOROUGHLY LOOSENESED TO A DEPTH OF NOT LESS THAN EIGHT INCHES (8") BELOW FINAL GRADE. AMENDMENTS SHALL BE THOROUGHLY INCORPORATED INTO THE SOIL OF ALL LANDSCAPE AREAS.
- TO THE MAXIMUM EXTENT FEASIBLE, TOPSOIL REMOVED FOR CONSTRUCTION ACTIVITY SHALL BE CONSERVED FOR LATER USE ON AREAS REQUIRING LANDSCAPING.
- MINOR CHANGES IN SPECIES AND PLANT LOCATIONS MAY BE PERMITTED, SUBJECT TO LANDSCAPE ARCHITECT AND CITY APPROVAL DURING CONSTRUCTION, AS REQUIRED BY SITE CONDITIONS OR PLANT AVAILABILITY. OVERALL QUANTITY, QUALITY, AND DESIGN CONCEPT SHALL REMAIN CONSISTENT WITH APPROVED PLANS. IN THE EVENT OF CONFLICT WITH THE QUANTITIES INCLUDED IN THE PLANT LIST, SPECIES AND QUANTITIES ILLUSTRATED ON THIS PLAN SHALL PREVAIL.
- LANDSCAPE AND IRRIGATION SHALL BE INSTALLED PRIOR TO CERTIFICATE OF OCCUPANCY. TO SECURE A CONDITION OF OCCUPANCY WITHOUT LANDSCAPE AND IRRIGATION FULLY INSTALLED, REMAINING LANDSCAPE AND IRRIGATION SHALL BE SECURED WITH AN ACCEPTABLE FORM OF SURETY TO THE CITY FOR 12% OF THE VALUE OF THE LANDSCAPE PRIOR TO CERTIFICATE OF OCCUPANCY.
- CONTRACTOR SHALL WARRANTY LANDSCAPE MATERIALS FOR TWELVE (12) MONTHS FOLLOWING INSTALLATION. THE APPLICANT, SUCCESSORS, AND ASSIGNS SHALL BE JOINTLY AND SEVERALLY RESPONSIBLE FOR THE REGULAR AND NORMAL MAINTENANCE OF ALL LANDSCAPE ELEMENTS SHOWN ON THIS PLAN.
- LANDSCAPE SHALL BE MAINTAINED FREE OF PESTS, WEEDS, AND LITTER. PLANT MATERIALS EXHIBITING EVIDENCE OF INSECTS, DISEASE, AND OTHER DAMAGE SHALL BE APPROPRIATELY TREATED. DEAD TREES, SHRUBS, AND PERENNIAL PLANTS SHALL BE REPLACED WITHIN 90 DAYS IF POSSIBLE, OR BY JUNE 1 OF THE FOLLOWING GROWING SEASON. LANDSCAPE ELEMENTS SUCH AS FENCES AND WALLS, IF PROPOSED, SHALL BE REPAIRED AND/OR REPLACED TO REMAIN STRUCTURALLY SOUND. MULCH AND WEED BARRIER FABRIC SHALL BE REPLACED AS NECESSARY AS A STANDARD MAINTENANCE PRACTICE.
- LEAVE PLANT IDENTIFICATION TAGS ON PLANT MATERIAL FOR REMOVAL FOLLOWING INSPECTION.
- LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AN AS-BUILT DRAWING AT THE SCALE SHOWN ON THIS SHEET OR GREATER ILLUSTRATING PLANT MATERIAL AND IRRIGATION SYSTEM AS INSTALLED WITHIN THIRTY (30) DAYS FOLLOWING CITY INSPECTION. AUTOCAD FILES (.DWG) AS APPROVED ARE AVAILABLE UPON REQUEST TO THE LANDSCAPE ARCHITECT.



Growing Season Water Use (assumes no supplemental rainfall for entire growing season)

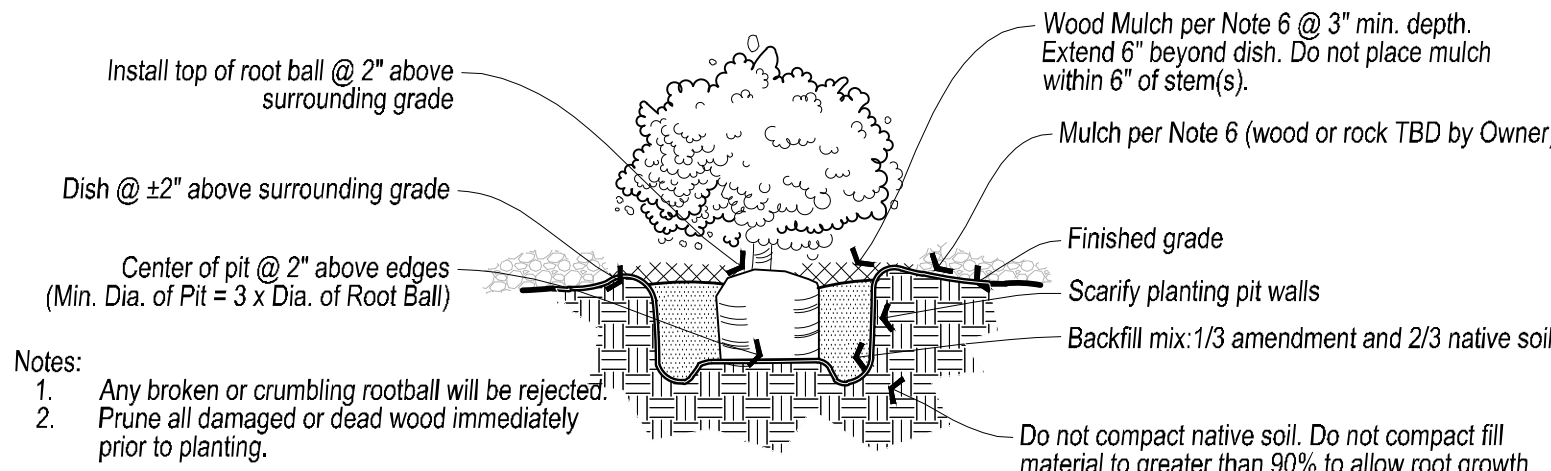
	Weekly Rate / SF (feet)	Weekly Rate / SF (Gal.)	Total Irr. Turf* (SF)	Weekly Water Use (Gal.)	No. of Weeks	Est. Water Use (Gal.)	Est. Water Use (Ac-Ft)
Turf	0.083333333	0.623333333	1309	815.9 Gal.	26	21,215 Gal.	0.06510636
	Gallons / Plant / Session	Sessions / Week	No. of Plants*	Weekly Water Use (Gal.)	No. of Weeks	Est. Water Use (Gal.)	Est. Water Use (Ac-Ft)
Large Trees	20		2	80.0 Gal.		2,080 Gal.	0.006383277
Small Trees	10		10	200.0 Gal.		5,200 Gal.	0.015958193
Shrubs	2.5	2	26	130.0 Gal.	26	3,380 Gal.	0.010372826
PER/OG	1.5		106	318.0 Gal.		8,268 Gal.	0.025373528
Total Estimated Seasonal Water Use						40,143 Gal.	0.123 Ac.-Ft.

Winter Season Water Use (assumes no snow cover & above-freezing temperatures long enough for plants to require monthly irrigation for six months)

	Monthly Rate / SF (feet)	Monthly Rate / SF (Gal.)	Total Irr. Turf* (SF)	Monthly Water Use (Gal.)	No. of Months	Est. Water Use (Gal.)	Est. Water Use (Ac-Ft)
Turf	0.083333333	0.623333333	1309	815.9433333	6	4,896 Gal.	0.015025253
	Gallons / Plant / Session	Sessions / Month	No. of Plants*	Monthly Water Use (Gal.)	No. of Months	Est. Water Use (Gal.)	Est. Water Use (Ac-Ft)
Large Trees	20		2	40.0 Gal.		240 Gal.	0.000736532
Small Trees	10		10	100.0 Gal.		600 Gal.	0.00184133
Shrubs	5	1	26	130.0 Gal.	6	780 Gal.	0.002393729
PER/OG	2		106	212.0 Gal.		1,272 Gal.	0.00390362
Total Estimated Winter Water Use						7,788 Gal.	0.024 Ac.-Ft.
Total Estimated Annual Water Use						47,931 Gal.	0.147 Ac.-Ft.

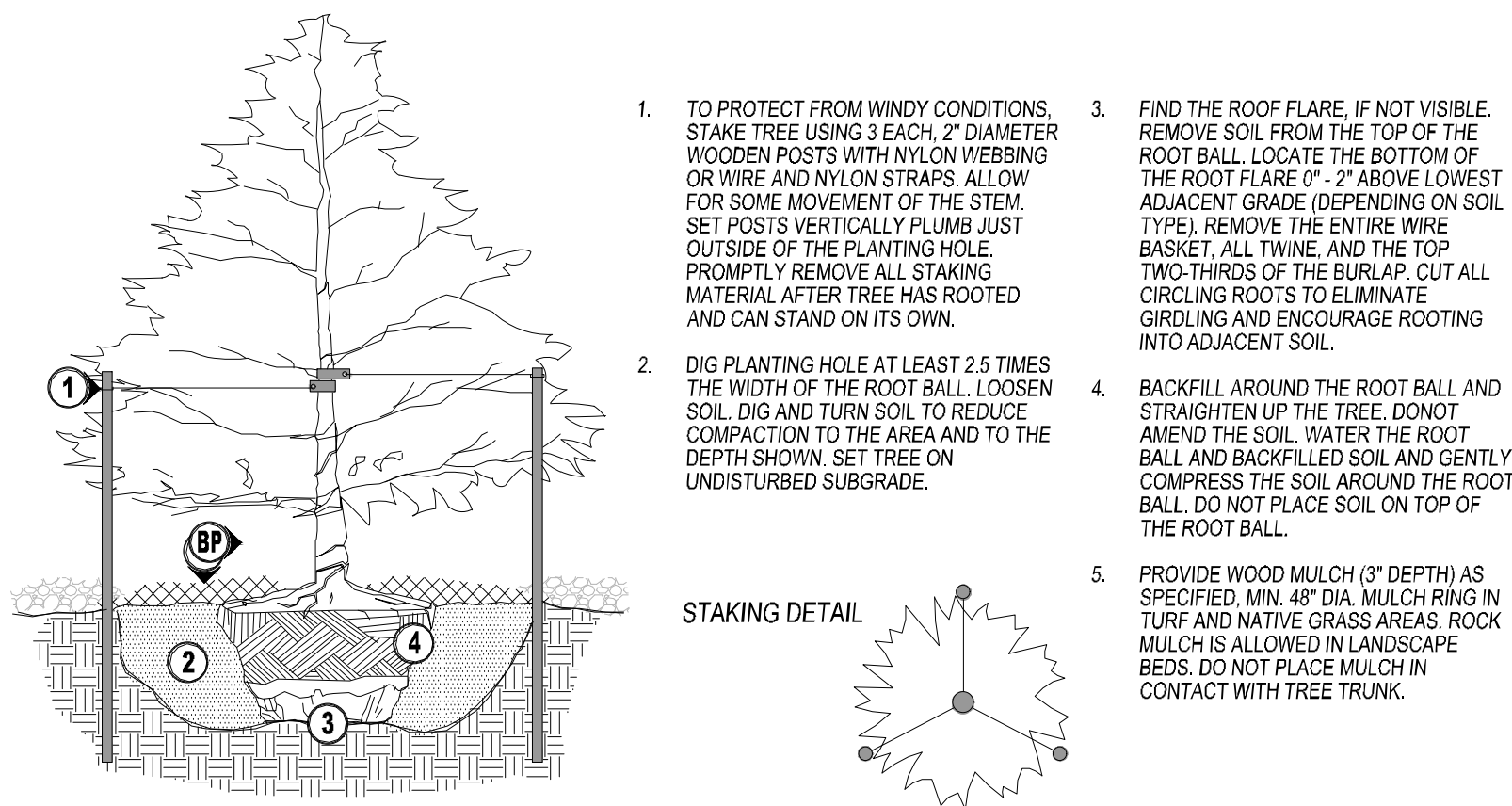
* Areas & Quantities include off-site materials proposed on this plan.

Conversion Factors
325851.42 Gallons / Acre-Foot
7.48 Gallons / Square Foot
12 Inches / Foot



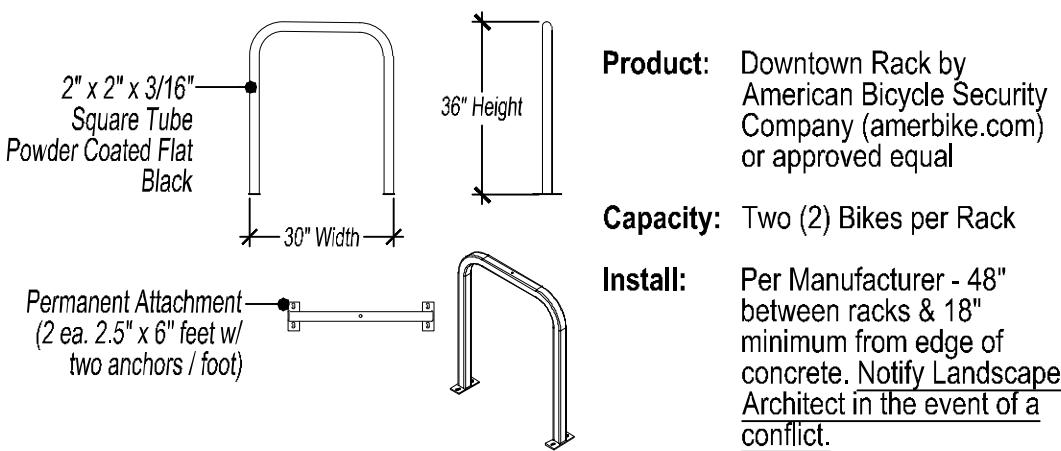
2-3 Shrub Planting Detail

NTS



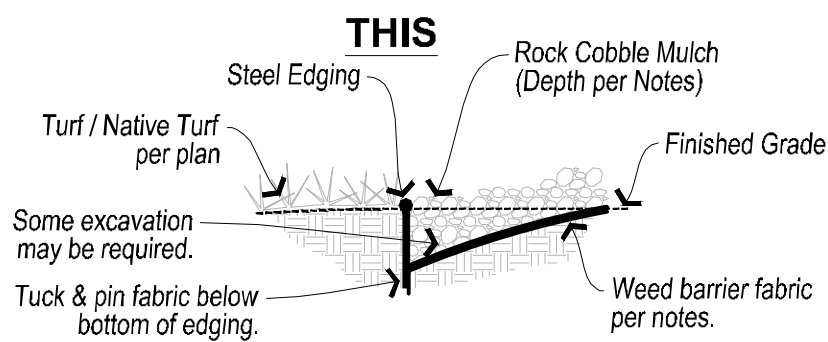
2-2 Evergreen Tree Planting Detail

NTS



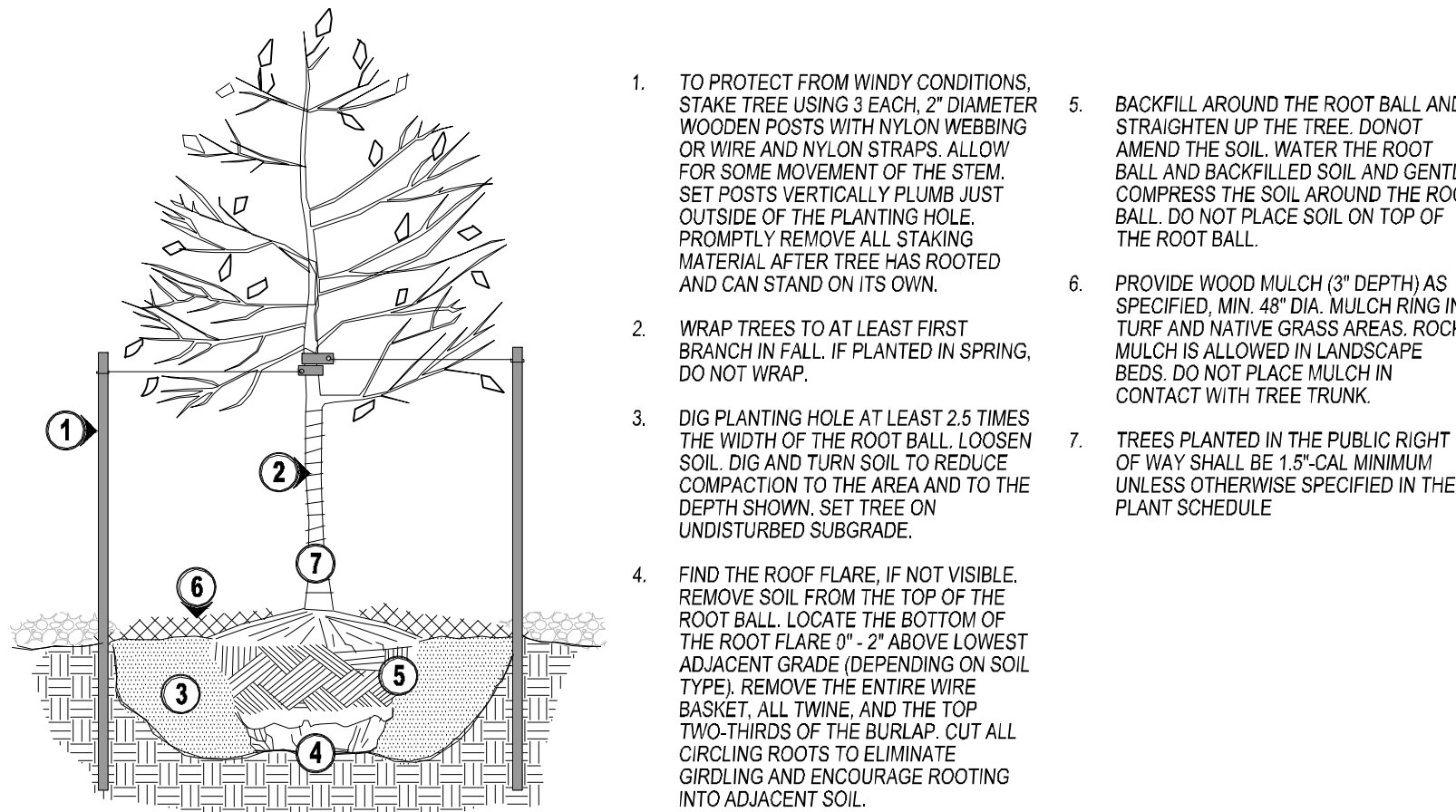
2-5 Bike Rack Detail

NTS



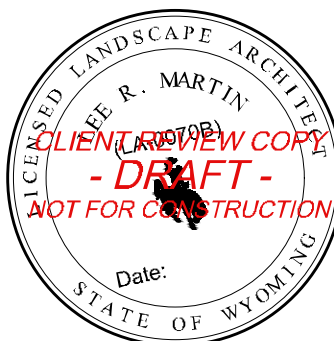
2-4 Steel Edging Installation Detail

NTS



2-1 Deciduous Tree Planting Detail

NTS



Date: 8/5/2026	Project No.: 26017	DRAWN BY: LRM	REVISION DATE:
Sheet: 2 of 2	Landscape Details		

PREPARED FOR:
Wagonhound
LAND & LIVESTOCK CO.
P.O. Box 1100, Douglas, Wyoming 82633

The Hound Restaurant
Site Plan Application (Type B)
A Portion of Lot 4, 7 Trails Commercial South, Douglas, Wyoming



SITE DESIGN | LAND DEVELOPMENT
LANDSCAPE ARCHITECTURE | ZONING
1775 Goodnight Trail, Suite 210 | Cheyenne, WY 82007
307.996.8281 | info@PlanDesignWY.com







SITE & BUILDING DATA

ZONING:	B-2 (GENERAL BUSINESS)
LOT AREA:	28,009.1 SF (0.643 ACRES)
PERCENTAGE OF SITE COVERED BY STRUCTURE:	26.22% ← 28D
SF OF PARKING AREA:	N/A
PERCENT OF SITE COVERED BY PARKING:	N/A
PERCENT OF SITE COVERED BY LANDSCAPING AREA:	SEE LANDSCAPE ← 28J
PERCENT OF SITE COVERED BY LANDSCAPING:	20 FEET ← 28K
FRONT SETBACK:	7.5 FEET
REAR SETBACK:	7.5 FEET
INTERIOR SIDE SETBACK:	35'± ← 28E
PROPOSED HEIGHT:	ONE (1) STORY ← 28F
NO. OF STORIES:	
BUILDING AREA:	
BUILDING AREA:	7,430 SF
OUTDOOR PATIO:	3,224 SF
TOTAL AREA:	10,654 SF ← 28B
PARKING PROVIDED:	
STANDARD STALL (10'x20'):	27
ACCESSIBLE STALL:	2 ← 28C
TOTAL PARKING:	29
PARKING REQUIRED:	
TOTAL ACCESSIBLE PARKING STALL REQUIRED PER IBC 1108.2 = 2	

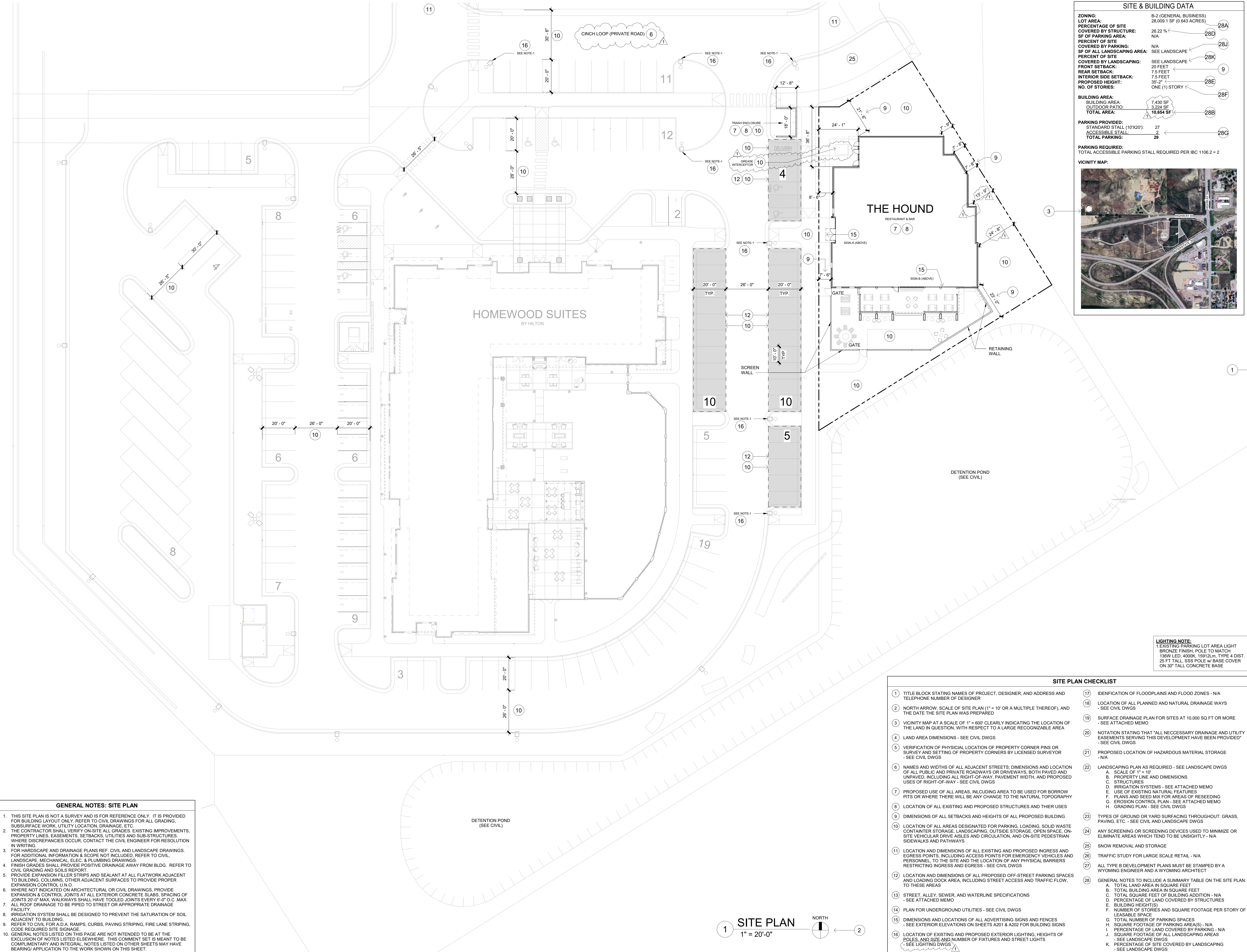
VICINITY MAP:

- LIGHTING NOTE:**
1. EXISTING PARKING LOT AREA LIGHT
BRONZE FINISH, POLE TO MATCH
136W LED, 4000K, 15912Lm, TYPE 4 DIST
25 FT TALL, SSS POLE w/ BASE COVER
ON 30" TALL CONCRETE BASE

SITE PLAN CHECKLIST

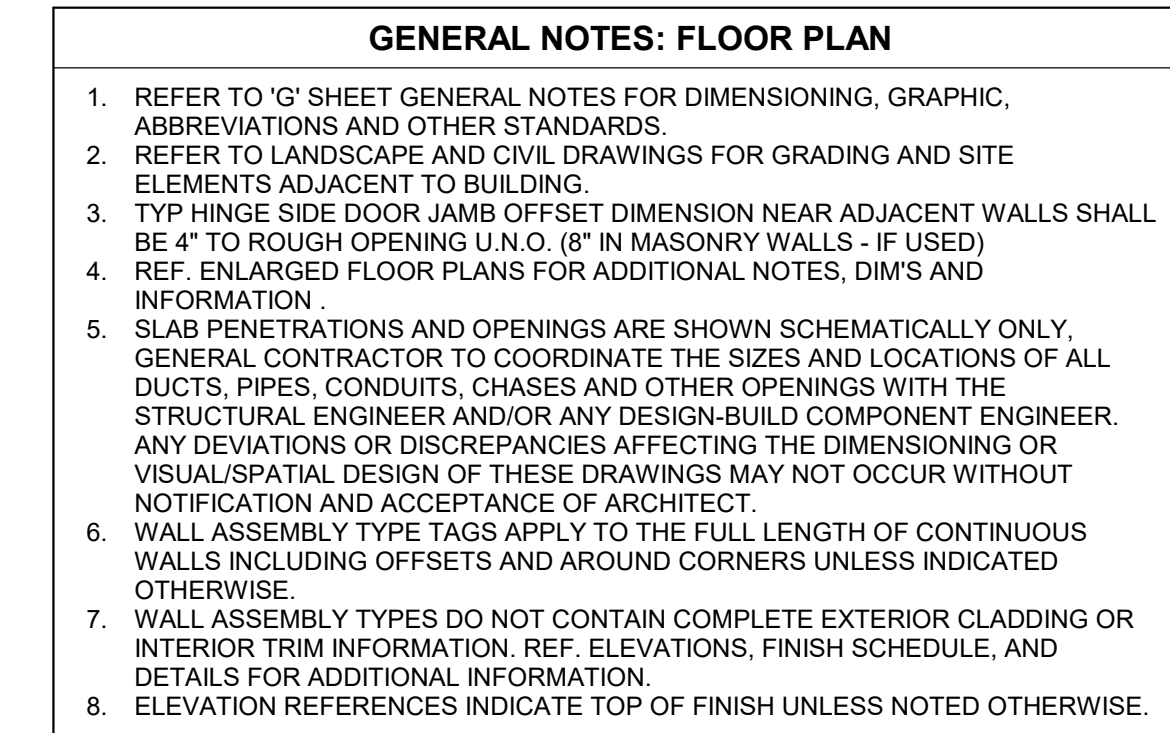
- | | | | |
|------|---|----|---|
| (1) | TITLE BLOCK STATING NAMES OF PROJECT, DESIGNER, AND ADDRESS AND TELEPHONE NUMBER OF DESIGNER | 17 | IDENTIFICATION OF FLOODPLAINS AND FLOOD ZONES - N/A |
| (2) | NORTH ARROW, SCALE OF SITE PLAN (1" = 10' OR A MULTIPLE THEREOF), AND THE DATE THE SITE PLAN WAS PREPARED | 18 | LOCATION OF ALL PLANNED AND NATURAL DRAINAGEWAYS - SEE CIVIL DWGS |
| (3) | VICINITY MAP AT A SCALE OF 1" = 600' CLEARLY INDICATING THE LOCATION OF THE LAND IN QUESTION, WITH RESPECT TO A LARGE RECOGNIZABLE AREA | 19 | SURFACE DRAINAGE PLAN FOR SITES AT 10,000 SQ FT OR MORE - SEE ATTACHED MEMO |
| (4) | LAND AREA DIMENSIONS - SEE CIVIL DWGS | 20 | NOTATION STATING THAT ALL NECESSARY DRAINAGE AND UTILITY EASEMENTS SERVING THIS DEVELOPMENT HAVE BEEN PROVIDED" - SEE CIVIL DWGS |
| (5) | VERIFICATION OF PHYSICAL LOCATION OF PROPERTY CORNER PINS OR SURVEY AND SETTING OF PROPERTY CORNERS BY LICENSED SURVEYOR - SEE CIVIL DWGS | 21 | PROPOSED LOCATION OF HAZARDOUS MATERIAL STORAGE - N/A |
| (6) | NAMES AND WIDTHS OF ALL ADJACENT STREETS, DIMENSIONS AND LOCATION OF ALL PUBLIC AND PRIVATE ROADWAYS OR DRIVEWAYS, BOTH PAVED AND UNPAVED, INCLUDING ALL RIGHT-OF-WAY, PAVEMENT WIDTH, AND PROPOSED WIDTHS OF RIGHT-OF-WAY - SEE CIVIL DWGS | 22 | LANDSCAPING PLAN AS REQUIRED - SEE LANDSCAPE DWGS
A. SCALE OF 1" = 10'
B. PROPERTY LINE AND DIMENSIONS
C. PLANTING SCHEDULE
D. IRRIGATION SYSTEMS - SEE ATTACHED MEMO
E. USE OF EXISTING NATURAL FEATURES
F. PLANS AND SEED MIX FOR AREAS OF RESEEDING
G. EROSION CONTROL PLAN - SEE ATTACHED MEMO
H. GRADING PLAN - SEE CIVIL DWGS |
| (7) | PROPOSED USE OF ALL AREAS, INCLUDING AREA TO BE USED FOR BORROW PITS OR WHERE THERE WILL BE ANY CHANGE TO THE NATURAL TOPOGRAPHY | 23 | TYPES OF GROUND OR YARD SURFACING THROUGHOUT: GRASS, PAVING, ETC. - SEE CIVIL AND LANDSCAPE DWGS |
| (8) | LOCATION OF ALL EXISTING AND PROPOSED STRUCTURES AND THEIR USES | 24 | ANY SCREENING OR SCREENING DEVICES USED TO MINIMIZE OR ELIMINATE AREAS WHICH TEND TO BE UNSIGHTLY - N/A |
| (9) | DIMENSIONS OF ALL SETBACKS AND HEIGHTS OF ALL PROPOSED BUILDING | 25 | SNOW REMOVAL AND STORAGE |
| (10) | LOCATION OF ALL AREAS DESIGNATED FOR PARKING, LOADING, SOLID WASTE CONTAINER STORAGE, LANDSCAPING, OUTSIDE STORAGE, OPEN SPACE, ON-SITE VEHICULAR DRIVE AISLES AND CIRCULATION, AND ON-SITE PEDESTRIAN SIDEWALKS AND PATHWAYS | 26 | TRAFFIC STUDY FOR LARGE SCALE RETAIL - N/A |
| (11) | LOCATION AND DIMENSIONS OF ALL EXISTING AND PROPOSED INGRESS AND EGRESS POINTS, INCLUDING ACCESS POINTS FOR EMERGENCY VEHICLES AND PERSONNEL, TO THE SITE AND THE LOCATION OF ANY PHYSICAL BARRIERS RESTRICTING INGRESS AND EGRESS - SEE CIVIL DWGS | 27 | ALL TYPE B DEVELOPMENT PLANS MUST BE STAMPED BY A WYOMING ENGINEER AND A WYOMING ARCHITECT |
| (12) | LOCATION AND DIMENSIONS OF ALL PROPOSED OFF-STREET PARKING SPACES AND LOADING DOCK AREA, INCLUDING STREET ACCESS AND TRAFFIC FLOW, TO THESE AREAS | 28 | GENERAL NOTES TO INCLUDE A SUMMARY TABLE ON THE SITE PLAN:
A. TOTAL LAND AREA IN SQUARE FEET
B. TOTAL BUILDING AREA IN SQUARE FEET
C. TOTAL SQUARE FEET OF BUILDING ADDITION - N/A
D. PERCENTAGE OF LAND COVERED BY STRUCTURES
E. BUILDING HEIGHT(S)
F. NUMBER OF STORIES AND SQUARE FOOTAGE PER STORY OF LEASABLE SPACE
G. TOTAL NUMBER OF PARKING SPACES
H. SQUARE FOOTAGE OF PARKING AREAS - N/A
I. PERCENTAGE OF LAND COVERED BY PARKING - N/A
J. SQUARE FOOTAGE OF ALL LANDSCAPING AREAS - SEE LANDSCAPE DWGS
K. PERCENTAGE OF SITE COVERED BY LANDSCAPING - SEE LANDSCAPE DWGS |
| (13) | STREET, ALLEY, SEWER, AND WATERLINE SPECIFICATIONS - SEE ATTACHED MEMO | | |
| (14) | PLAN FOR UNDERGROUND UTILITIES - SEE CIVIL DWGS | | |
| (15) | DIMENSIONS AND LOCATIONS OF ALL ADVERTISING SIGNS AND FENCES - SEE EXTERIOR ELEVATIONS ON SHEETS A201 & A202 FOR BUILDING SIGNS | | |
| (16) | LOCATION OF EXISTING AND PROPOSED EXTERIOR LIGHTING, HEIGHTS OF POLES, AND SIZE AND NUMBER OF FIXTURES AND STREET LIGHTS | | |

1 SITE PLAN 1" = 20'-0" NORTH 2



GENERAL NOTES: SITE PLAN

1. THIS SITE PLAN IS NOT A SURVEY AND IS FOR REFERENCE ONLY. IT IS PROVIDED FOR BUILDING LAYOUT ONLY, AND REFER TO CIVIL DRAWINGS FOR ALL GRADING, ELEVATIONS, AND FINISHES.
2. THE CONTRACTOR SHALL VERIFY ON-SITE ALL GRADES. EXISTING IMPROVEMENTS, PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES AND SUB-STRUCTURES, WATER DISCREPANCIES OCCUR, CONTACT THE CIVIL ENGINEER FOR RESOLUTION IN WRITING.
3. FOR HARDSCAPE AND DRAINAGE PLANS REF: CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION & SCOPE NOT INCLUDED. REFER TO CIVIL, MECHANICAL, ELECTRICAL, AND PLUMBING DRAWINGS FOR ADDITIONAL INFORMATION.
4. FINISH GRADES SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BLDG. REFER TO CIVIL GRADING AND SOILS REPORT.
5. ALL EXTERIOR FINISHES AND SEALANT AT ALL FLATWORK ADJACENT TO BUILDING, COLUMNS, OTHER ADJACENT SURFACES TO PROVIDE PROPER EXPANSION CONTROL U.N.O.
6. WHERE NOT INDICATED ON ARCHITECTURAL OR CIVIL DRAWINGS, PROVIDE 1/2" MIN. CRACKS AND JOINTS AT ALL EXTERIOR CONCRETE SLABS, SPACING OF JOINTS 20'-0" MAX, WALKWAYS SHALL HAVE TOOLED JOINTS EVERY 6'-0" O.C. MAX.
7. ALL ROOF DRAINAGE TO BE PIPED TO STREET OR APPROPRIATE DRAINAGE.
8. IRRIGATION SYSTEM SHALL BE DESIGNED TO PREVENT THE SATURATION OF SOIL ADJACENT TO BUILDING.
9. REFERENCE TO CIVIL DRAWINGS FOR RAMP, CURBS, PAVING STRIPING, FIRE LANE STRIPING, AND REQUIRED SITE SIGNAGE.
10. GENERAL NOTES LISTED ON THIS PAGE ARE NOT INTENDED TO BE AT THE EXCLUSION OF NOTES LISTED ELSEWHERE. THIS COMMENT SET IS MEANT TO BE USED IN CONJUNCTION WITH ALL OTHER SETS. THESE COMMENTS MAY HAVE BEARING APPLICATION TO THE WORK SHOWN ON THIS SHEET.

[illegible]

DRAWN:	SS
CHECKED:	SS
JOB NO:	2603



DESIGN DEVELOPMENT

THE HOUND
5 CINCH LOOP, DOUGLAS, WY

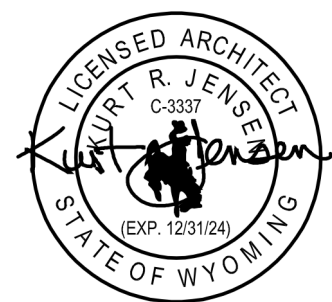
LEVEL 1 FLOOR PLAN

121

1 FLOOR PLAN
3/16" = 1'-0"



For the Highest level of clarity this sheet is required to be printed in color.



ISSUED SETS

7.15.2026	TYPE B DELVELOPMENT PERMIT
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REVISIONS

REV#	DATE	DESCRIPTION
1	08.07.2026	TYPE B DEVELOPMENT PERMIT RESUBMITTAL

[illegible]

DRAWN: SS

CHECKED: SS

JOB NO:	2603
---------	------



JENSEN
DAVENPORT
ARCHITECTS
www.jd-arch.com
425-216-0318

DESIGN DEVELOPMENT

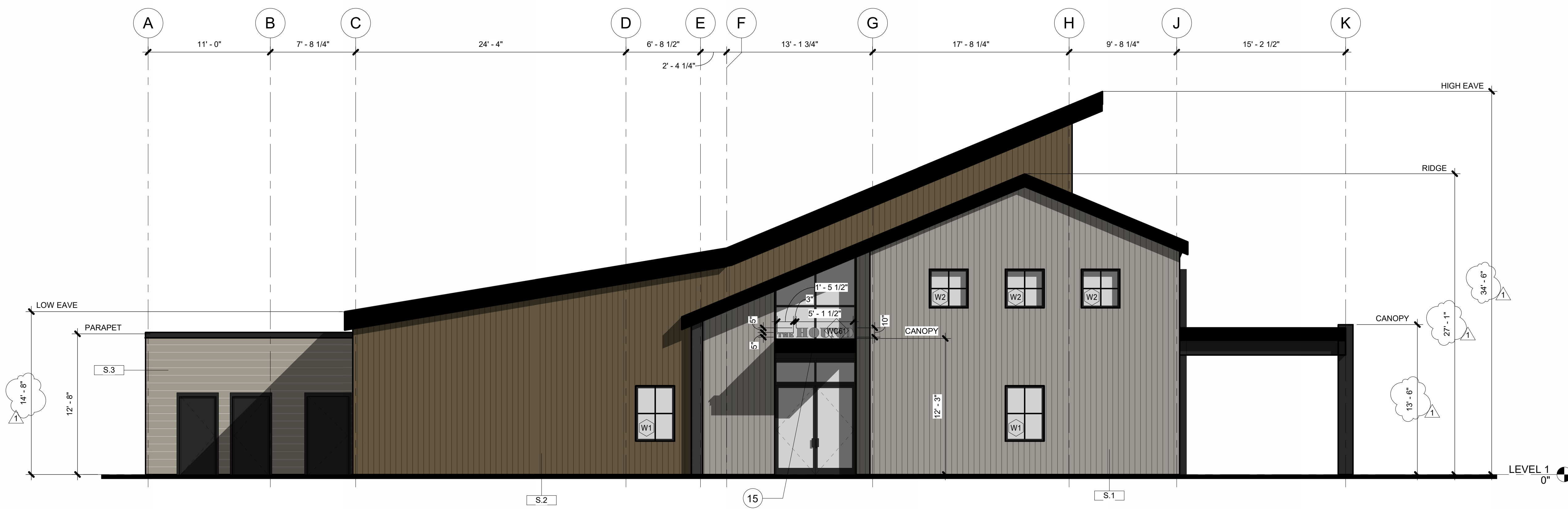
THE HOUND

5 CINCH LOOP, DOUGLAS, WY

EXTERIOR ELEVATIONS

SHEET:

A201



WEST ELEVATION
3/16" = 1'-0"



B SOUTH ELEVATION
3/16" = 1'-0"



- GENERAL NOTES: EXTERIOR ELEVATIONS**
- REF. GENERAL NOTES FOR DIMENSION, ABBREVIATIONS AND OTHER GENERAL PROCEDURES.
 - ALL HANDRAILS SHALL BE STAINLESS STEEL U.N.O.
 - ALL STRUCTURAL METALS SHALL BE GALVANIZED, PRIMED AND PAINTED FLAT. REF. EXTERIOR FINISH SCHEDULE FOR COLOR(S).
 - AT PERIMETER JOINT BETWEEN ALUMINUM FRAMING SYSTEMS AND DISSIMILAR MATERIALS, PROVIDE MINIM 3/8" CONTINUOUS BACKER ROD AND SEALANT JOINT ON ALL SIDES.
 - AT ALUMINUM FRAMING SYSTEMS, PROVIDE CONTINUOUS ALUMINUM SUB SILLS WITH END DAMS, WELDED JOINTS, TYP.
 - PRIOR TO INSTALLATION OF EXTERIOR LOUVERS, HORNS, LIGHT FIXTURES, FIRE ALARM DEVICES, ETC. CONTRACTOR SHALL HAVE COORDINATION MEETING WITH ARCHITECT AND APPROPRIATE CONSULTANT TO VERIFY INSTALLATION HEIGHTS AND CLEARANCES.
 - COORDINATE LOCATION OF ALL CONTROL JOINTS WITH ARCHITECT PRIOR TO INSTALLATION.
 - ALL STOREFRONT AND WINDOW FRAME SHALL BE ANODIZED ALUMINUM U.N.O.
 - ALL VERTICAL EXPOSED CONCRETE SHALL HAVE A HAND RUBBED FINISH U.N.O. ALL HORIZONTAL EXPOSED CONCRETE SHALL HAVE A LIGHT BROOM FINISH U.N.O.
 - BUILDING SIGNAGE IS PER OWNER UNDER SEPARATE PERMIT. CONTRACTOR TO PROVIDE ROUGH IN ELECTRICAL AND STRUCTURAL SUPPORTS AS OUTLINED WITHIN THESE DOCUMENTS.
 - CONTRACTOR SHALL SUBMIT ALL FINISH SAMPLES FOR EXTERIORS AT A SINGLE TIME FOR APPROVAL OF EXTERIOR FINISH SYSTEM.

ISSUED SETS
7.15.2026 TYPE B DELVELOPMENT PERMIT

REVISIONS		
REV#	DATE	DESCRIPTION
1	08.07.2026	TYPE B DEVELOPMENT PERMIT RESUBMITTAL

DRAWN: SS
CHECKED: SS
JOB NO: 2603



**JENSEN
DAVENPORT**
ARCHITECTS
www.jd-arch.com
425-216-0318

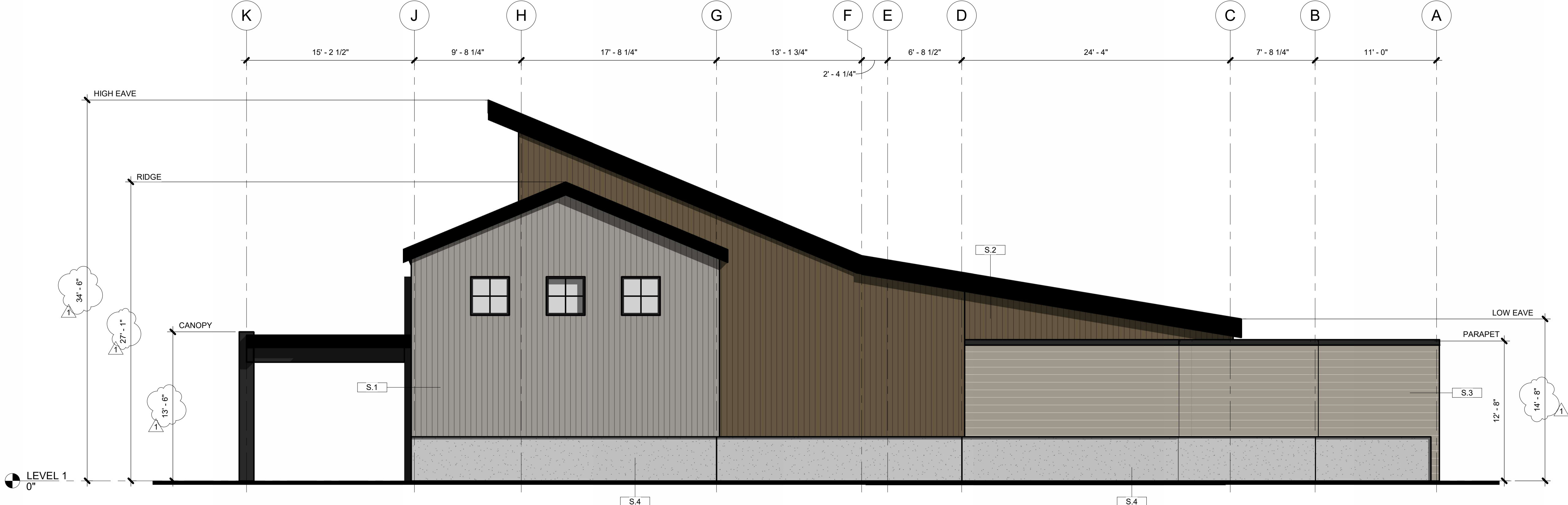
DESIGN DEVELOPMENT

THE HOUND
5 CINCH LOOP, DOUGLAS, WY

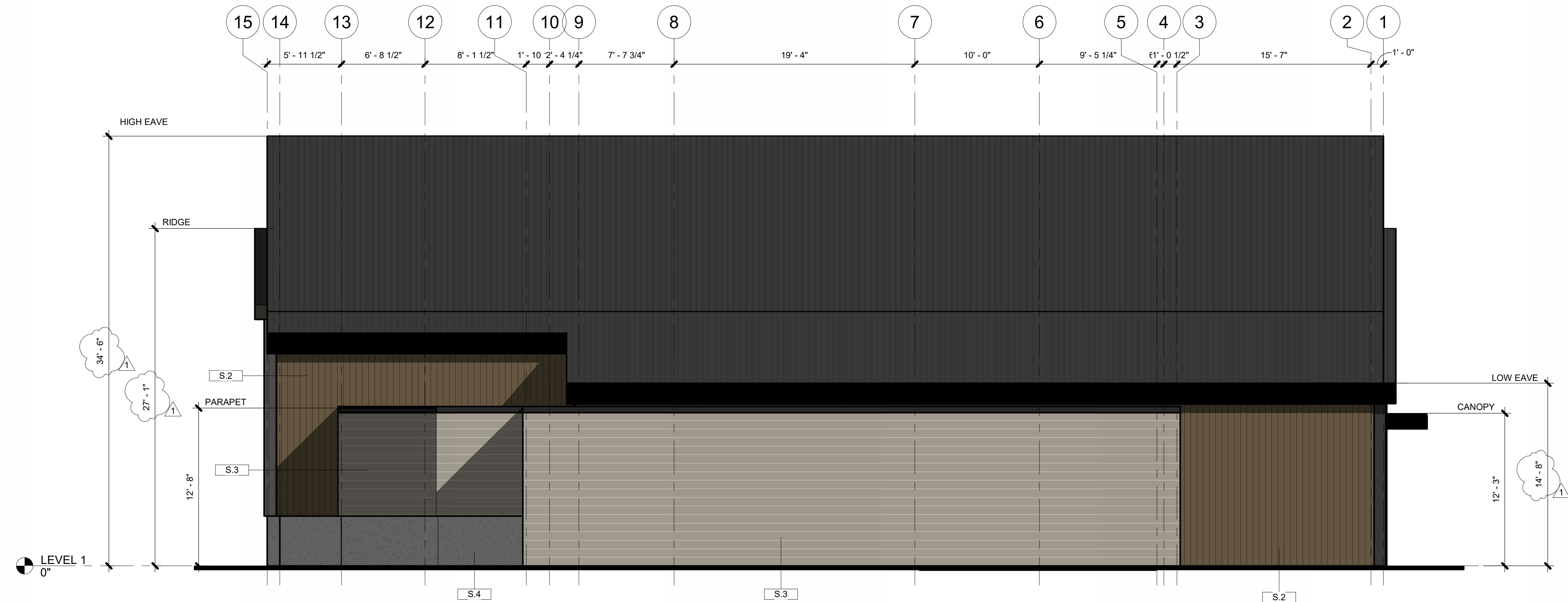
EXTERIOR ELEVATIONS

SHEET:

A202



EXTERIOR FINISH LEGEND		
NUMBER	IMAGE	DESCRIPTION
S.1		PIONEER MILLWORKS RECLAIMED BARNWOOD - AMERICAN PRAIRIE WEATHERED SIDING
S.2		WESTERN STATE - 7/8" CORRUGATED METAL SIDING - BLACKENED COPPER
S.3		JAMES HARDIE - FIBER CEMENT PANEL - CEDAR MILL - MONTEREY TAUPE
S.4		CAST-IN-PLACE CONCRETE



DEVELOPMENT AGREEMENT

This *Development Agreement* is made in Douglas, Wyoming, by and between the City of Douglas, Wyoming hereinafter referred to as the “**City**”, and Wagonhound Land & Livestock Co, LLC, hereinafter referred to as “**Developer**”, for the purpose of development of the below listed property:

7 Trails Commercial South, Lot 4 (5 Cinch Loop).

RECITALS

This Development Agreement allows the **Developer** to obtain a Building Permit for a Type B Development, on the above stated property under the following agreement.

AGREEMENT

In consideration of approval of the above development, it is mutually agreed and understood by and between the **Developer** and the **City**:

1. **Developer** shall be allowed to construct a Type B Development on the above stated property in accordance with the information provided to the City in the Development Plan Review. **Developer** agrees to notify the City of any change(s) to the Development Plan subsequent to its approval and prior to implementing said change(s).
2. **Developer** agrees to construct the development according to the requirements of the City of Douglas Municipal and adopted Construction Codes, including the requirements of Title 15 – Buildings and Construction and Title 16 – Unified Land Development Code, including but not limited to:
 - A. Calling for the required building, plumbing, mechanical, and electrical inspections (minimum 24-hour notice);
 - B. Calling for and receiving a final building inspection and Certificate of Occupancy prior to occupying the building;
 - C. Following manufacturer's instructions when supplied with building materials, provided such instructions do not violate building, plumbing, mechanical or electrical codes;
 - D. Providing drainage designed to deposit all run-off into either the municipal drainage system or into acceptable natural drainage;
 - E. Conforming to all zoning requirements, including:
 - i. Providing the required number of designated off-street parking spaces;
 - ii. Completion of the required landscaping as indicated on the Landscape Plan and approved by the Douglas City Council, within one (1) year of issuance of Certificate of Occupancy;
 - iii. Completion of sidewalk and asphalt as approved by Douglas City Council;
 - iv. Connecting to or utilizing required city utility services;
 - v. Designing and locating circulation and parking areas to facilitate removal and storage of snow;
 - vi. Designing and locating concealed solid waste container(s);
 - vii. Providing adequate access for emergency vehicles and personnel.
3. **Developer** agrees to place utility meters within the building to prevent weather-related problems.
4. **Developer** further agrees to:
 - A. Provide for safe construction site access and egress;

- B. Provide for temporary parking facilities for construction site workers;
 - C. Maintain construction site in neat and orderly condition, free of waste materials, debris, or rubbish;
 - D. Complete construction of the development as required by the *Building Permit*.
5. **City** agrees to provide required inspections within twenty-four (24) hours, when possible. Upon satisfactory completion of final inspection, City agrees to provide *Certificate of Occupancy* in a timely manner.
6. **Developer** agrees this *Development Agreement* is binding for any additions or accessory structures that may be added in the future.
7. Nothing in this *Development Agreement* shall supersede any state or federal regulations that may be more restrictive than or contradict any portion of this agreement.
8. Governmental Immunity. The City does not waive governmental immunity by entering into this Agreement and specifically retains immunity and all defenses available to it as a governmental entity pursuant to the laws of the State of Wyoming.
9. In the event it becomes necessary for any party to bring an action with respect to enforcement of the provisions of this *Development Agreement*, the prevailing party shall be awarded reasonable attorney's fees as may be determined by the court.
10. This *Development Agreement* shall inure and be binding on the parties, their heirs and assigns and shall be recorded in the records of Converse County, Wyoming.

Dated this ____ day of _____, 2026.

WAGONHOUND LAND & LIVESTOCK CO, LLC CITY OF DOUGLAS

Andrea Nicholas Perdue, Owner

Michele Carter, Interim City Manager

STATE OF WYOMING)
) SS.
COUNTY OF CONVERSE)

On this ____ day of _____, 2026, the foregoing instrument was acknowledged before me by Marc Andreen, and that said instrument was signed and sealed on behalf of said entity by proper authority for the purposes therein contained, and said signee acknowledges said instrument to be the free act of said entity. Witness my hand and official seal. My commission expires: _____

Notary Public

My Commission expires:

STATE OF WYOMING)
) SS.
COUNTY OF CONVERSE)

The foregoing instrument was acknowledged before me by Interim City Manager, Michele Carter, on behalf of the City of Douglas, Wyoming, this _____ day of _____, 2026.

Witness my hand and official seal.

Notary Public

My Commission expires: _____

RESOLUTION NO. 2026-37

A RESOLUTION AUTHORIZING WAGONHOUND LAND & LIVESTOCK CO, LLC TO PROCEED WITH A
TYPE B DEVELOPMENT FOR CONSTRUCTION OF A RESTAURANT AND SPORTS BAR IN A B-2
GENERAL BUSINESS ZONE AT 5 CINCH LOOP (7 TRAILS COMMERCIAL SOUTH, LOT 4)

WHEREAS, Wagonhound Land & Livestock Co, LLC have submitted a Type B Development plan for the construction of a restaurant and sports bar in a B-2 General Business Zone at 5 Cinch Loop, and has met the development requirements of the Douglas Municipal Code; and

WHEREAS, restaurants and eating establishments are a need for Douglas, and the development proposed by Wagonhound Land & Livestock Co, LLC would contribute to addressing that need; and

WHEREAS, the staff and the Douglas Planning and Zoning Commission have reviewed the proposed development to ensure that it shall have no adverse impact upon the welfare of the public; and

WHEREAS, the proposed development is in keeping with the goals of the 2026 Community Blueprint by supporting hotel and retail development growth; and

WHEREAS, notice has been duly given and a public hearing held before the Douglas Planning and Zoning Commission on August 17, 2026, where there were no public comments in opposition; and the Planning and Zoning Commission voted unanimously to recommend approval of the development to the Douglas City Council; and

WHEREAS, Municipal Code requires that all Type B Developments be approved by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that Wagonhound Land & Livestock Co, LLC be approved to move forward with the Type B Development of a restaurant and sports bar in a B-2 General Business Zone at 5 Cinch Loop (7 Trails Commercial South, Lot 4).

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk



Mark Gordon
Governor

WYOMING Department of Transportation

"Provide a safe and effective transportation system"

900 Bryan Stock Trail, Casper, Wyoming 82601



Darin J. Westby, P.E.
Director

September 1, 2026

Clara Chaffin
Community Development Director
101 N. Fourth Street
Douglas, WY 82633

Subject: The Hound Restaurant

Ms. Chaffin:

I have reviewed the development application for The Hound Restaurant in the 7 Trails Commercial South Subdivision. This location would utilize an existing commercial access built to current standards; therefore, no permitting is required with our agency. Based on the information provided at the time of application and average traffic generation values for a business of this nature, this development is not anticipated to dramatically effect traffic volumes at the intersection of WY 59 and WY 93. A traffic impact study quantifying potential impacts was not requested. While recent development has increased traffic at this location, it is still operating at an acceptable level of service based on WYDOT standards. We will continue to monitor the area and determine potential operational changes as needed.

Please feel free to contact our office with any questions at (307) 473-3200.

Respectfully,

Brooke Allen
District Traffic Engineer



Agenda Item Report

City Council – September 14, 2026

Item

Ordinance 1073: An ordinance amending Chapter 2.84 of Title 2 of the Douglas Municipal Code to increase the compensation of elected officials and setting an effective date, 3rd Reading

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

During the Council meeting on July 27, 2026, the Council discussed its compensation. The ordinance now reflects the changes the Council discussed. These changes include each councilmember receiving \$1,000 per month in compensation and the Mayor receiving \$2,000 per month in compensation, all effective for terms beginning January 1, 2027.

Background

During the Council meeting on July 27, 2026, the Council discussed its compensation. The ordinance now reflects the changes the Council discussed. These changes include each councilmember receiving \$1,000 per month in compensation and the Mayor receiving \$2,000 per month in compensation, all effective for terms beginning January 1, 2027.

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

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

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)

Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Attachments

1. Ordinance Councilmember Compensation MRA Edits 8.6.26
2. Ordinance 1073 Councilmember Compensation

ORDINANCE NO. 1073

AN ORDINANCE AMENDING CHAPTER 2.84 OF TITLE 2 OF THE DOUGLAS MUNICIPAL CODE TO INCREASE THE COMPENSATION OF ELECTED OFFICIALS AND SETTING AN EFFECTIVE DATE

WHEREAS, the City of Douglas is classified as a first-class city in the State of Wyoming and is further authorized pursuant to Wyoming Statute §15-3-205 to fix salaries for the Mayor and Councilmembers effective to begin following the expiration of their current terms; and

WHEREAS, the most recent increase to the compensation of elected officials occurred on June 26, 2023, and became effective on January 1, 2025, which increased compensation for the Mayor to \$1000.00 per month, and Councilmember compensation to \$500.00 per month; and

WHEREAS, an increase in compensation of elected officials is appropriate and timely due to the date of the last increase in compensation as well as the increase to the cost of living in the City of Douglas.

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

Section 1. Section 2.84.030 Compensation for elected officials is hereby amended to read as follows:

2.84.030 Compensation for elected officials.

The Mayor shall be paid two thousand dollars (\$2,000.00) ~~one thousand dollars (\$1,000.00)~~ per month for his or her services. Each councilmember shall be paid one thousand dollars (\$1,000.00) ~~five hundred dollars (\$500.00)~~ per month for his or her services. In addition, members of the governing body shall be reimbursed for expenses incurred in the performance of their official duties. This section shall become effective for terms beginning January 1, 2027, or thereafter.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such inconsistency.

Section 3. If any section, clause or phrase shall be held unconstitutional or invalid, it shall not affect the balance of this ordinance.

Section 4. Douglas Municipal Code Sections 1.04.050, 1.04.060 and 2.08.060 by reference are incorporated herein and made a part thereof.

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

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Devon Litzsinger, City Clerk

ORDINANCE NO. 1073

AN ORDINANCE AMENDING CHAPTER 2.84 OF TITLE 2 OF THE DOUGLAS MUNICIPAL CODE TO INCREASE THE
COMPENSATION OF ELECTED OFFICIALS AND SETTING AN EFFECTIVE DATE

WHEREAS, the City of Douglas is classified as a first-class city in the State of Wyoming and is further authorized pursuant to Wyoming Statute §15-3-205 to fix salaries for the Mayor and Councilmembers effective to begin following the expiration of their current terms; and

WHEREAS, the most recent increase to the compensation of elected officials occurred on June 26, 2023, and became effective on January 1, 2025, which increased compensation for the Mayor to \$1000.00 per month, and Councilmember compensation to \$500.00 per month; and

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2.84.030 Compensation for elected officials.

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Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such inconsistency.

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Section 4. Douglas Municipal Code Sections 1.04.050, 1.04.060 and 2.08.060 by reference are incorporated herein and made a part thereof.

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

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Devon Litzsinger, City Clerk



Agenda Item Report

City Council – September 14, 2026

Item

Ordinance 1074: Regular City Council Meeting Time

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

At the request of the Council at the August 24, 2026, council meeting, Ordinance 1074 is being brought forward for action to change the regular city council meeting time from 4:00 pm to 5:30 pm.

Background

At the request of the Council at the August 24, 2026, council meeting, Ordinance 1074 is being brought forward for action to change the regular city council meeting time from 4:00 pm to 5:30 pm.

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

To approve ordinance 1074 which amends the regular city council meeting start time to 5:30 pm.

Attachments

1. Ordinance No. 1074 Redlined
2. Ordinance No. 1074
3. 1041 Regular City Council Meetings

ORDINANCE NO. ~~1041~~ 1074

AN ORDINANCE AMENDING SECTION 2.04.090 OF THE MUNICIPAL CODE OF THE CITY OF DOUGLAS,
WYOMING, REGARDING REGULAR CITY COUNCIL MEETINGS

WHEREAS, the governing body desires to change the Municipal Code regarding regular City Council meetings.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS,
WYOMING, that Section 2.04.090 of the Municipal Code of the City of Douglas, Wyoming, be amended to read as follows:

2.04.090 Meetings – Regular

Regular meetings of the governing body shall be held at City Hall on the second and fourth Monday in each month; provided that in all instances that Monday is observed as a legal holiday, the council regular meetings shall be held on the next succeeding business day or on the next scheduled regular meeting date. Regular meetings shall be held at the hour of ~~four~~ five-thirty (~~4:00~~ 5:30 pm). The governing body, at the first regular meeting in January of each year, may adopt a resolution to establish the time of regular meetings.

NOW THEREFORE, BE IT ALSO ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS,
WYOMING, that 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 _____ day of _____, 20_____.

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Devon Litzsinger, City Clerk

ORDINANCE NO. 1041

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WYOMING, REGARDING REGULAR CITY COUNCIL MEETINGS

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NOW THEREFORE, BE IT ALSO ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS, WYOMING, that 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 _____ day of _____, 20____.

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

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

Kim Pexton, Mayor

Attest:

Devon Litzsinger, City Clerk

Published: _____

ATTESTATION

I, Devon Litzsinger, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.

Devon Litzsinger, City Clerk

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NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS, WYOMING, that Section 2.04.090 of the Municipal Code of the City of Douglas, Wyoming, be amended to read as follows:

2.04.090 Meetings – Regular

Regular meetings of the governing body shall be held at City Hall on the second and fourth Monday in each month; provided that in all instances that Monday is observed as a legal holiday, the council regular meetings shall be held on the next succeeding business day or on the next scheduled regular meeting date. Regular meetings shall be held at the hour of four (4:00) pm. The governing body, at the first regular meeting in January of each year, may adopt a resolution to establish the time of regular meetings.

NOW, THEREFORE, BE IT ALSO ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS, WYOMING, that Sections 1.04.050, 1.04.060 and 2.08.060, by reference, are incorporated herein and made a part hereof.

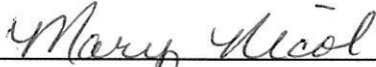
PASSED AND APPROVED ON FIRST READING this 13th day of May, 2024.

PASSED AND APPROVED ON SECOND READING this 28th day of May, 2024.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING this 10th day of June, 2024.



Kim Pexton, Mayor

Attest:


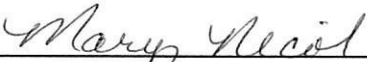
Mary Nicol, City Clerk



Published: June 19, 2024

ATTESTATION

I, Mary Nicol, the Clerk of the City of Douglas, Wyoming, do hereby attest and state that the above ordinance was published/posted in the manner required by law and that all procedures required by Wyoming State law were complied with.



Mary Nicol, City Clerk



Agenda Item Report

City Council – September 14, 2026

Item

Wyoming Community Foundation: Agency Endowment Fund & Agency Reserve Fund

Responsible Staff Contact

Recommendation

Executive Summary

At the August 24, 2026, Council meeting, staff presented two funds that the City of Douglas could establish with the Wyoming Community Foundation specifically for the Douglas Community Center. **The Agency Endowment Fund** is a permanently restricted fund that requires at least \$10,000 to start. This fund receives approximately 4% of the fund's average market value as an annual distribution. **The Invested Reserve Fund** is intended to address the community center's shorter-term needs. This fund is not permanently restricted, and there is no 4% annual withdrawal limitation. To move these two funds forward, WYCF will need meeting minutes showing that the governing body approves these funds, including any dollar amounts or future revenue associated with one or both funds, and the investment allocation for the reserve fund only if that fund is approved. Attached are the updated documents reflecting updated information from WYCF (specifically the items highlighted in yellow on the first 6 pages in the Wyoming Community Foundation Information Documents). Please also consider, for Council in the next few meetings, discussing and setting a resolution on any spending restrictions required of staff from the invested reserve fund, or for the 4% allocation funds from the endowment fund when that becomes available.

Background

At the August 24, 2026, Council meeting, staff presented two funds that the City of Douglas could establish with the Wyoming Community Foundation specifically for the Douglas Community Center. **The Agency Endowment Fund** is a permanently restricted fund that requires at least \$10,000 to start. This fund receives approximately 4% of the fund's average market value as an annual distribution. **The Invested Reserve Fund** is intended to address the community center's shorter-term needs. This fund is not permanently restricted, and there is no 4% annual withdrawal limitation.

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

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

Budget/Fiscal Impact

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

Action Requested/Recommended Motion

Move to establish two funds with Wyoming Community Foundation: 1) Agency Endowment Fund, known as the Douglas Community Endowment Fund and secure the required start-up funds from a future revenue source 2) Agency Reserve Fund, known as the Douglas Community Center Reserve Fund, secure funds from a future revenue source, and select the (long-term pool, medium-term pool, or short-term pool) as the investment allocation.

Attachments

1. Wyoming Community Foundation Information Documents
2. DCC Agency Fund _ Endowed
3. DCC Agency Fund _ Reserve

Wyoming Community Foundation

Community Center Funding & Investment Options

Purpose

Consideration of the City of Douglas to establish a fund through the **Wyoming Community Foundation (WYCF)** to support the Community Center. WYCF offers two investment structures that could be used individually or together.

Option 1: Agency Endowment Fund

The Agency Endowment Fund is intended to provide **permanent, long-term financial support** for the Community Center.

Key Features

- A minimum of **\$10,000** is required to establish the fund.
- Contributions are **permanently invested and restricted** to provide long-term support.
- Approximately **4% of the fund's average market value** is available as an annual distribution.
- The 4% distribution is calculated using the average market value over the previous **20 quarters**.
- The City does not have to take the annual distribution every year and may request that it be retained or distributed at another time.
- Annual distributions may be used as determined by the City Council.
- If an Invested Reserve Fund is also established, the annual endowment distribution may flow directly into that reserve fund.

WYCF Administrative/Investment Fee

- **1.25% annually** for funds under \$3 million.
- **1% annually** for funds over \$3 million.

Primary Advantage

Creates a **permanent funding source** for the Community Center that can continue generating annual distributions into the future.

Primary Limitation

The principal is permanently invested, meaning the City would not have the same ability to draw down the fund for major short-term expenses. **As a reminder, the endowment fund is permanently restricted. All endowment funds are subject to the spending policy established by the WYCF Board of Directors – currently that is at 4% of the average market value of the fund over 20 rolling quarters. The spending policy is applied annually, and the 4% distribution is sent out directly to the organization via ACH. Funds must be invested for at least 12 months before any distribution. If this fund is established by the end of the month (September), the first distribution would be in February of 2028.**

Option 2: Invested Reserve Fund

The Invested Reserve Fund provides considerably more flexibility and is designed to address the **shorter-term needs of the Community Center**.

Requirement

The City must first have an **Agency Endowment Fund** with WYCF in order to establish an Invested Reserve Fund. Can be created without initial funding, however, WYCF would want to confirm that the City has plans to fund it over time.

Key Features

- Funds are invested but are **not permanently restricted** in the same manner as the endowment.
- The City can draw down funds as needed.
- There is no 4% annual withdrawal limitation.
- The fund can be used for Community Center projects, campaigns, and other shorter-term needs.
- The City determines the desired **aggressiveness of the investment strategy**.
- The annual 4% distribution from the Agency Endowment Fund can be directed into the Invested Reserve Fund.

Investment Allocation (needs to be determined by Council)

- The Council should select the investment allocation for the reserve fund only, based on spending plans and risk tolerance.
 - The long-term pool has the most risk (77% equities) and will be subject to market volatility. Do not select this option if you think that the Center will need the majority of the dollars in this fund in the next 6 years.
 - The medium-term pool has only 23% equities, lower risk, and lower returns. If you think the center will need to use most of the dollars in this fund in the next 3 to 5 years, this is a good option.
 - The short-term pool holds no equities, which means it is very low risk.
- June 30, 2026 Trailing Returns for each pool are below. WYCF staff are not investment advisors and do not direct investment allocations on reserve funds. We cannot guarantee market conditions and past returns are not an indication of future market performance.

	1 Year	5 Year	10 Year
Long Term Fund	20.55%	8.16%	9.91%
Medium Term Fund	12.18%	5.04%	6.04%
Short Term Fund	4.21%	3.31%	2.53%

Special Projects and Campaigns

WYCF can earmark donations for particular projects or campaigns.

The City would be responsible for tracking restricted donations to ensure money donated for a specific purpose is ultimately used for that purpose.

Primary Advantage

Provides the City with **greater flexibility and access to funds** when Community Center needs or projects arise.

Primary Limitation

Because funds can be withdrawn, the reserve does not provide the same permanent financial base as the Agency Endowment Fund.

Other Considerations:

The funds are wholly owned assets of the community foundation and are subject to WYCF gift policy, not the City of Douglas's gifting policy. WYCF accepts the gifts. WYCF would notify the city contact of a gift received, and it would appear as a donation when the fund is accessed in the donor portal. The Community Center becomes the permanent beneficiary, but WYCF is the owner, and their board of directors holds all fiduciary responsibility for the fund.

If there is a restricted gift, WYCF is likely to gather input from the City. For example, if the donor wanted to gift us a piece of real estate for the purpose of using the sale proceeds of the property to support the creation of a pool at the community center, WYCF would ask if the gift restriction makes sense, contact the City if there are plans for a pool. If there are no plans WYCF will work with the donor to amend the restriction or if non-negotiable the gift would not be accepted. If the City is planning for a pool, then WYCF reviews the property through environmental assessment, assessed value, market conditions, etc. If all reviews are fine, the gift is accepted.

The fund will be established within two to three business days once we have the gift agreement and the gift. Our staff will reach out to whoever you assign and give the city access to the Donor portal login so we can see the funds. Donation links on the website or language for whatever marketing we want to do will follow shortly thereafter ~ two weeks.

How the Two Funds Could Work Together

A two-fund structure could provide both **long-term sustainability and short-term flexibility**.

Agency Endowment Fund

- Donations permanently invested
- Generates approximately 4% annual distribution
- Distribution can be directed to the Invested Reserve Fund

Invested Reserve Fund

- Receives donations and/or endowment distributions
- Funds remain invested
- City can access funds for Community Center needs and projects

If both funds are established, the City can determine how new donations are allocated between the two funds.

Services Provided by Wyoming Community Foundation

For funds administered through WYCF, the Foundation would:

- Provide donor acknowledgements and tax letters.
 - Accept traditional gifts as well as estate gifts.
 - Provide communication and fundraising materials that the City can use when seeking donations.
 - Provide access to its **Five to Thrive** campaign.
 - Provide the City access to fund information through an online portal.
 - Cover audits associated with the WYCF funds.
-

Variance Power

The fund agreement contains a **variance power provision** allowing WYCF to modify the conditions of a fund under certain circumstances.

An example would be if the Community Center ceased to exist.

Based on the discussion with WYCF, exercising this authority would require significant justification and would be difficult to do.

Potential Initial Funding Sources

Bryan Gross Memorial Fund

Current balance as of **August 6:**
\$19,473.49

One possibility discussed is directing approximately **two-thirds of this funding** toward the new WYCF fund structure.

This gift would be directed to one or both of the funds at the discretion of the advisor. The City has no legal control over the Bryan Gross Memorial Fund, and neither does Ron or Amy (although you do have a commitment). The City cannot motion for those funds as it gives the appearance that those funds are under the City's control or, conversely, under the donor's control, which is not acceptable under IRS rules for Donor Advised Funds.

This is how it should work. The city establishes at least one fund. Ron recommends to the WYCF full disbursement of the Bryan Gross Memorial Fund through two grants: 1/3 to Cleft for Hope and 2/3 to the Douglas Community Center Endowment Fund. That recommendation poses no conflicts and receives internal approval by staff. The grants are made. Those grants are approved ex post facto by the WYCF BOD at the December Board meeting.

You could have the Council move to establish two funds at WYCF to support the Douglas Community Center and to secure the \$10,000 gift through discretionary funding or a local donor (without naming the donor). That would be sufficient for us.

You can establish the funds now with a gift from a future revenue source. We just need to document that intent.

CCSD #1 Recreation District

Potential contribution:

\$200,000

This funding could potentially be used to establish and/or capitalize the Community Center fund structure.

- Donors can either donate directly to the City of Douglas (then the City would transfer the funds – this would be appropriate based on the MOU with CCSD#1) or directly to WYCF. In the WYCF experience donors are more comfortable making gifts to the Wyoming Community Foundation than to the City or County. That's no reflection on the City or County governments, it's just Wyoming.
- Donors who give directly to the WYCF get a written acknowledgment from the WYCF within 72 hours, confirming our status as a 501 (c)(3) public charity and that their gift may be tax-deductible.
 - Donors can gift securities.
 - Donors over a certain age can use the required minimum distribution from their IRA for a qualified charitable distribution to the WYCF to support the DCC Fund/s at WYCF.
 - WYCF can also accept complicated real property, subject to our gift policy, and the proceeds can be used for the DCC Funds.
 - The Donor experience depends on how they want to make a gift and where they start. If the DCC has its own website, then you can have a Donate Now link that connects directly to the WYCF Stripe

account, and we can accept credit card donations.

- We can also assist you with language for "How to Support the Douglas Community Center". Check out our giving section <https://wycf.org/your-giving/why-give-through-us>
 - Under the current MOU with CCSD#1, it states that the payment made within 30 days of the City issuing a notice of completion regarding the Community Center project. Either party can request a change to the MOU.
-

Decision Points for the City

Before moving forward, the City should determine:

1. Whether to establish **only the Agency Endowment Fund** or establish **both the Agency Endowment Fund and Invested Reserve Fund**.
2. How much initial funding should be placed into the permanent endowment versus the flexible reserve.
3. Whether the Bryan Gross Memorial Fund can and should be transferred into the new structure and, if so, how much.
4. How the **\$200,000 from CCSD #1 Recreation District** should be allocated.
5. How future donations will be divided between the permanent endowment and reserve fund.
6. Who within the City will be authorized to request distributions or withdrawals.
7. What City Council approval, financial controls, and accounting procedures should govern withdrawals and expenditures.
8. How restricted donations for specific Community Center projects will be tracked.

Potential Structure

A structure worth considering would be:

Permanent Endowment

Establish and maintain a meaningful principal balance that is not spent and can generate annual support for the Community Center indefinitely.

Invested Reserve

Maintain a separate pool of invested but accessible money for capital projects, repairs, programming, equipment, fundraising campaigns, and other Community Center needs.

This structure would allow the City to build a **long-term financial asset** for the Community Center without locking up all available funding and eliminating the City's ability to respond to shorter-term needs.

Designated Agency Endowment Funds



Four Steps to a Designated Agency Endowment Fund



1. Your board approves the creation of, and the amount used to establish, the fund (\$10,000 minimum).



2. WYCF works with you to complete a fund agreement.



3. The fund is set up in your nonprofit's name, giving you guaranteed income forever.



4. Funds and donations are permanently invested to support you in the long term.

Your organization is looking for an expert partner who can ensure your long-term financial security. With this, you can keep serving your community for years to come.



5 TO THRIVE

The Wyoming Community Foundation understands the nonprofit community and its needs. We work to ensure that nonprofits grow and thrive, in good times and in bad. A Designated Agency Endowment Fund provides you with a unique combination of expert organizational support and long-term financial security. When your endowment is at the Wyoming Community Foundation, we become your partner by investing in your organization and in the community you care about.





Security

in a lasting legacy for you and your donors.

Since 1989, WYCF has worked to build a better Wyoming by investing in the nonprofit community. WYCF has over \$200 million in assets which are managed by our investment committee and Mason Investments, experts in nonprofit fund management.

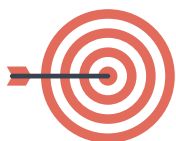


Sustainability

of your fund's principal, which will never be

touched, letting it grow for the future.

WYCF leaves your fund's principal intact, protecting the permanency of your endowment. The steady 4% distribution ensures that your endowment can weather short-term emergencies, assuring you long-term sustainability.



Consistency

from sustainable, assured payouts from your fund.

A guaranteed 4% payout is made each year for your organization's use: there is no need to apply for funds. Growth beyond the 4% distribution and WYCF's supporting fee are reinvested in your fund.



Expertise

of WYCF's experienced and caring team provides advice in communications, fundraising

and nonprofit management.

WYCF provides nonprofit support in addition to managing your fund's administrative details. WYCF staff are available to offer a wide range of tools and advice.



Versatility

in accepting an exceptionally wide range of gifts into your fund.

We can accept simple and complex gifts to provide diverse options for your donors. Examples include real estate, personal property, IRA distributions, and mineral rights.



Supporting Fees

Percentages are established by the WYCF board and will not exceed the figures listed below.

Fund Type	Under \$3M	\$3M+
Agency Fund	1.25%	1.0%

WYCF as a Resource for Your Organization

Communications Toolkit

- Expertly written sample texts for diverse needs
- Endowment appeal letter templates & other solicitation tools
- Social media templates and visuals
- WYCF-branded estate-planning tools to help your donors give to your endowment
- Advice on endowment fund solicitation and growth

Fund Management

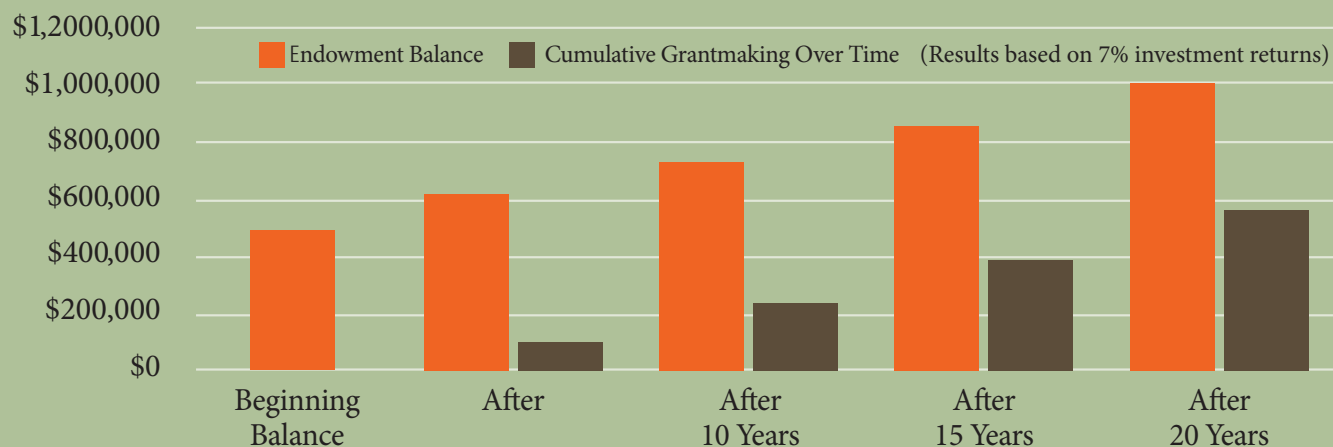
- Regular 4% payouts are calculated over 20 quarters of the fund's balance
- We provide fund statements, and include your fund in WYCF's 990s and audits
- Our fiduciary responsibility allows you to avoid liability
- Our investment and spending policies apply to you, so you won't need to create your own
- Your endowment is managed by our experienced investing committee
- We can assist with creating other documents, such as gift acceptance policies

Development Training Sessions

- Fundraising
- Endowments
- Governance
- Planned Giving
- And more...



The Power of Endowment



“ We have had a wonderful experience with WYCF. Throughout all the stages of the endowment process, staff have been more than accommodating with answering questions, meeting with board members, and helping us brainstorm ideas. They have helped make what could be an overwhelming process, seamless and easy. ”

– Mary Melaragno, Executive Director, Youth Emergency Services Foundation



“ I am thankful that the Pinedale Fine Arts Council started a Designated Agency Endowment Fund over 20 years ago. The regular interest that it generates allows us to provide more programming for youth in Sublette County. Having an endowment is also a plus when applying for grants, as it lets funders know that we are a stable, long-term organization. ”

– Tim Ruland
Executive Director, Pinedale Fine Arts Council



WYCF works with Mason Investment Advisory Services to manage our funds. Mason manages over \$13.25B in assets for institutions and private clients nationwide. Mason’s institutional practice manages over \$7.9B in assets for more than 83 clients. Of Mason’s institutional practice, community foundations make up the largest portion of both their assets (over \$5B) and clients (50).

Contact us to learn more:



1472 N. 5th St.
Laramie, WY 82072
www.WYCF.org

Rachel Bailey
Director of Philanthropy
307-259-7473
Rachel@wycf.org



Douglas Community Center Reserve Fund INVESTMENT OPTIONS

Rate of Return. The Community Foundation does not guarantee any rate of return on investment of the Fund's assets. For non-endowed funds, donors may select one of the Community Foundation's investment pools and allocate a percentage to each. All income and capital gains or losses of the investment pool in which the assets are invested shall be allocated to the Fund on a monthly and a pro-rata basis.

Diminution of Value. The Community Foundation is not liable to the agency, donors, or designated beneficiaries for diminution of value of the assets, including direct or indirect losses caused by acts of war, acts of terrorism, labor disputes, exchange or market decisions, the suspension of trading due to market volatility, trade volume, or by government restriction or otherwise.

Please select **one investment pool** below. Donors may also allocate a dollar amount to cash to be immediately available for grantmaking.

Target Asset Allocation	Investment Pool Description	Select 1:
	Long Term: <i>Seeks to provide a relatively stable, inflation-adjusted, annual payout to support WYCF's defined spending rate.</i> ○ <u>Grant Timeline:</u> funds with time horizons 7+ years ○ <u>Asset Allocation:</u> 77% Equity; 22% Fixed income; 1% Cash	_____
	Medium Term: <i>Objective is principal preservation. The purchasing power of the Fund may decrease over time due to inflation.</i> ○ <u>Grant Timeline:</u> funds with time horizons 3 – 5 years ○ <u>Asset Allocation:</u> 23% Equity; 63% Fixed income; 14% Cash	_____
	Short Term: <i>Objective is risk minimization and principal stability. This is appropriate when only minimal fluctuations to the principal can be tolerated (such as pass-through, or operating reserve funds)</i> ○ <u>Grant Timeline:</u> funds with time horizons 1 – 3 years ○ <u>Asset Allocation:</u> 100% Cash & Cash Equivalents	_____
	Cash: <i>No risk and all funds are immediately available.</i> <u>Grant Timeline:</u> funds with time horizons up to 1 year. <i>*Please list the dollar amount to be held in cash.*</i>	\$_____

Signature: _____

Date: _____



INVESTING IN YOUR COMMUNITY

Wyoming Community Foundation 2025 Highlights

1,370

Grants Made

\$13M+

Granted in Total in 2025

\$270M+

Assets Under Management

500+

Funds Under Management

WYCF Strategy: Invest for the Long Term

We invest for sustainability, and we aim to ensure that your favorite charities are cared for far into the future.

77/23 Equities/cash & bond asset allocation shows higher historical success rate at meeting target return; Global allocation to enhance opportunities over time

Portfolio analyzed every 10-15 market days to maintain compliance with investment policy

Target real rate of return: 5.15% annually (after inflation and net of investment fees)

50 year time horizon to attain sustainability and achieve target rate of return

Performance of
WYCF's Portfolio
as of 6/30/2026

	1 Year	5 Year	10 Year
Long Term Fund	20.55%	8.16%	9.91%
Medium Term Fund	12.18%	5.04%	6.04%
Short Term Fund	4.21%	3.31%	2.53%

Past performance is not indicative of future results. Annualized, net of investment fees, time weighted returns. All investing is subject to risk, including the possible loss of the money you invest.



For over 40 years, Mason has had one obligation:
to the people we advise.

No proprietary products. Privately owned and proudly
independent. Just a deeply credentialed financial
planning team, devoted to helping clients make better
decisions and build lasting wealth.

Large enough to compete with the country's largest
institutions. Small enough to know every client by name.

Think clearly. Invest wisely. Sleep soundly.

40+ YEARS

of Company
History

\$17.3B*

Total Mason Assets
Under Management



900+

Private, Family and
Institutional Clients

46**

States with
Mason Clients

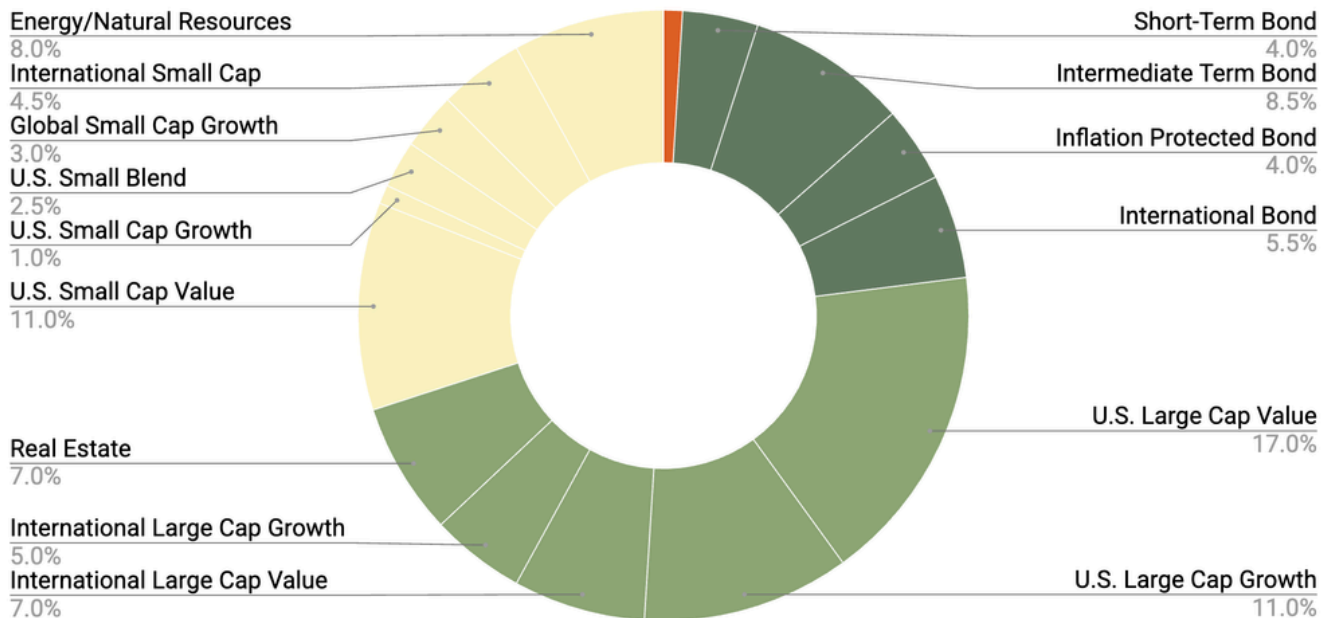
Data as of 6/30/2026.

*Credentialed professionals include Mason staff with
advanced academic degrees and professional
certifications such as CFAs, CPAs, CFPs and others.

**Mason has clients in 46 states and in D.C.

Wyoming Community Foundation Long Term Fund as of 6/30/2026

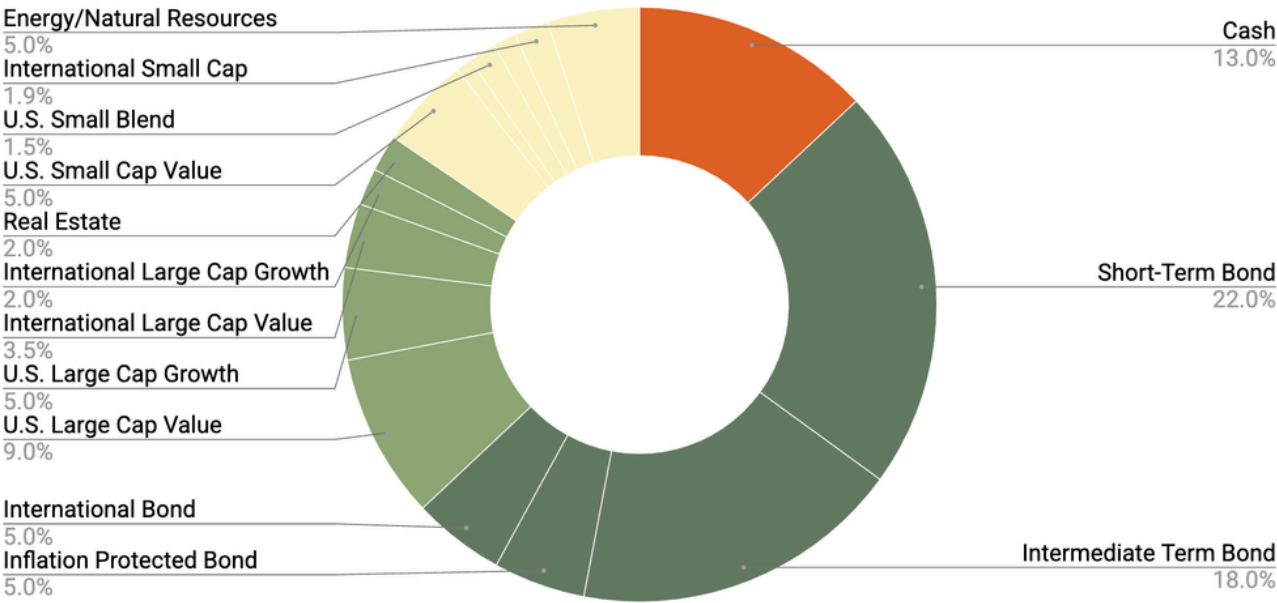
Asset Allocation



Past performance is not indicative of future results. All investing is subject to risk, including the possible loss of the money you invest. There is no
guarantee that any particular asset allocation or mix of funds will meet your investment objectives or provide you with a given level of income.
Diversification does not ensure a profit or protect against a loss.

Wyoming Community Foundation – Medium Term Fund as of 6/30/2026

Asset Allocation



Wyoming Community Foundation – Short Term Fund as of 6/30/2026

Asset Allocation



Past performance is not indicative of future results. All investing is subject to risk, including the possible loss of the money you invest. There is no guarantee that any particular asset allocation or mix of funds will meet your investment objectives or provide you with a given level of income. Diversification does not ensure a profit or protect against a loss.





DECLARATION OF GIFT

AGENCY ENDOWMENT FUND AGREEMENT

Establishing the **Douglas Community Center** Endowment Fund.

1. *Initial Gift.* **City of Douglas** (the "Agency"), a municipal corporation and governmental entity organized and existing under the laws of the State of Wyoming, hereby transfers and delivers to the Wyoming Community Foundation, Inc., a Wyoming nonprofit corporation (the "Community Foundation"), under the terms and conditions of this Declaration of Gift, the principal sum of \$. All gifts, bequests, and devises to this fund shall be irrevocable once accepted by the Community Foundation.
2. *Establishment of the Fund.* A **Permanently Endowed Agency** fund shall be established on the books of the Community Foundation, which shall be known as the **Douglas Community Center Endowment Fund** ("Fund").
3. *Property of the Fund.* The Fund shall include the initial property described in Section 1 and all undistributed income and net appreciation. The Fund shall also include such property as may from time-to-time be transferred to the Community Foundation from the Agency or any other source. The Fund shall be held by the Community Foundation in its corporate capacity and shall not be deemed a trust fund held by it in a trustee capacity. The Agency relinquishes to the Community Foundation the ownership and control over the Fund according to the Articles of Incorporation and Bylaws of the Community Foundation (as they may be amended) and the terms of this Declaration of Gift applied in a manner not inconsistent with the Articles and Bylaws.
4. *Distributable Funds; Frequency of Distributions.*
 - i. *Distributable Funds.* Subject to the provisions of Section 9, distributions ("grants") from the Fund shall be made under the provisions of the Uniform Prudent Management of Institutional Funds Act (W.W. 17-7-301 through 307) in amounts determined by the Community Foundation Board of Directors for the purposes provided in Section 5. In determining the amounts to be distributed from the Fund, the Community Foundation shall apply its Spending Policy for endowed funds, which is designed (but not guaranteed) to maintain and increase the inflation-adjusted value of the fund while providing relatively stable but predictable distributions (the "Distributable Funds").

- ii. Frequency of Distributions. Distributable Funds shall be distributed as requested by the Agency and subject to the terms of this Agreement.

5. Purpose of Fund; Geographic Area to be Benefitted.

- i. Purpose of the Fund. The Community Foundation shall make distributions of the Distributable Funds to support the Douglas Community Center (the “Center”), a facility operated by the City of Douglas. Distributions may be used for the operation, maintenance, programming, improvements and other charitable purposes of the Douglas Community Center, consistent with the terms of this Declaration of Gift.
- ii. Geographic Area to be Benefitted. The Community Foundation shall make distributions of the Distributable Funds in support of the Agency’s charitable community purposes within the State of Wyoming.

6. Commingling of Property. The property of the Fund may be commingled with other Community Foundation property for administrative and investment management purposes.

7. Identification of Gift. All distributions from the Fund shall be identified to the Agency as from the Fund and the Community Foundation.

8. Dissolution of Recipient Organization. If the Douglas Community Center ceases to operate or is permanently discontinued, the Community Foundation shall use reasonable efforts to continue the Fund in a manner that most closely carries out the charitable and community purposes for which the Fund was established. If such continuation is not reasonably practicable, the Community Foundation shall consider the advice of the Douglas City Council before redirecting Distributable Funds to another organization or charitable purpose pursuant to Section 9.

9. Variance Power. The Community Foundation Board of Directors shall have the power to modify a restriction or condition described in Declaration of Gift and the Fund if a restriction becomes “unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served,” (Treasury Reg. 1.170A-9(f)(11)(v)(B)(1)) without the approval of any trustee, custodian, or agent.

10. Conflict of Terms. In the event of an inconsistency between this Declaration of Gift and any terms and conditions appearing elsewhere in connection with any fund, this Declaration of Gift, as interpreted by the Community Foundation, shall govern. The Community Foundation reserves the right to take any actions at any time which, in its discretion, it deems reasonably necessary or desirable for the proper administration of any fund or to comply with the laws of the State of Wyoming.

11. Administrative Assessment. The Community Foundation shall charge the Fund an amount reasonably calculated to reimburse its direct and indirect costs incurred in the Fund's administration.

This Declaration of Gift is made and effective as of the ____ day of _____, 20 ____.

Agency Name

Agency Representative

Agency Representative

The Community Foundation hereby accepts the foregoing gifts and the terms and conditions as stated in this Declaration of Gift.

Wyoming Community Foundation, Inc.

Samin D. Dadelahi, President

Date

ADDITIONAL TERMS & INFORMATION

The Wyoming Community Foundation (WYCF) is committed to supporting the capacity and strengths of nonprofits throughout the state. We offer local agencies the opportunity to enhance their organization by utilizing WYCF's professional management, investment expertise, and portfolio size. In addition, WYCF assumes the administrative work and legal responsibility for the fund and your organization benefits from a reliable ongoing source of income and financial stability.

Accounting. Financial statement reporting for agency endowment funds is subject to the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic 958 (formerly FASB No.136). In general, WYCF records the funds as an asset and a liability on its books. The Agency should record a beneficial interest in assets held by WYCF. This guidance pertains to accounting treatment only, as the legal ownership remains with WYCF.

Additional gifts. The Agency may add to the Fund at any time provided that the new assets have the same purpose as the Fund. Contributions to the endowment fund can come directly from the Agency itself or other donors. FASB requires that gifts from donors and gifts directly from the agency are differentiated for accounting purposes. All gifts are subject to the WYCF Gift Acceptance Policy.

Additional Services. The Agency has access to WYCF's planned giving tools and services. WYCF can accept complex gifts for the Agency like stock, mineral royalties, and real property. The Fund is charged for direct expenses incurred by the WYCF such as fees related to stock transfers or legal fees. WYCF staff also provide ongoing educational opportunities for the Agency's Board of Directors, including the ability to review investment performance.

Agency. The Internal Revenue Code ("IRC") Section 501(c)(3) non-profit organization which has established an endowed fund at WYCF, and the Agency may be considered the primary donor to the fund.

Charitable Activities/Charitable Purposes. As a public charity, community foundations have flexibility in funding the charitable activities of non-charities. WYCF follows IRS expenditure responsibility rules designed to ensure that funds are used for exclusively charitable purposes. This includes describing the charitable purpose and collecting confirmation that funds were used for that purpose.

Distributable Funds. The Agency receives an annual distribution ("grant") from the Distributable Funds of the Fund forty-five (45) days after the fourth quarter close of the calendar year. The distribution calculation is based on Spending Policy which is determined by the WYCF Board of Directors.

Fund Management. Agency endowment funds are permanent and cannot be closed. WYCF fully complies with Wyoming's Uniform Prudent Management of Institutional Funds Act (UPMIFA) of 2009.

Irrevocable gift. The Agency makes an irrevocable contribution of assets to WYCF for its benefit and relinquishes ownership of the assets to the Foundation for the purposes stated in Section 5.

Divisions of Government and Qualified Charitable Organization. US Internal Revenue Code Section 501(c)(3) is a specific tax category for organizations operating exclusively for religious, scientific, public safety, educational or another specific charitable purpose. The IRS deems such organizations as exempt from federal income tax and qualified to receive tax-deductible contributions.

Governmental units, such as states and their political subdivisions, are not generally subject to federal income tax. Political subdivisions of a state are entities with one or more of the sovereign powers of the state such as the power to tax. Typically, they include counties or municipalities and their agencies or departments. Charitable contributions to governmental units are tax-deductible under section 170(c)(1) of the Internal Revenue Code if made for a public purpose.

Variance Power. In 1976, the Internal Revenue Service issued Treasury Regulations that endorsed and codified the variance power as an essential feature of community foundations. The regulations recognized that a community foundation comprised of many separate trusts is a single public charity, rather than treating the trusts as separate private foundations. To qualify for single entity treatment, the Community Foundation must meet several requirements, including having the power to modify the terms of a component trust or fund. WYCF shall have the power to make appropriate modifications without the approval of any trustee, custodian, or agent, pursuant to Treasury Reg. 1.170A-9(f)(11)(v)(B)(1).



DECLARATION OF GIFT

AGENCY RESERVE FUND AGREEMENT

Establishing the **Douglas Community Center** Reserve Fund.

1. Initial Gift. **The City of Douglas** (the “Agency”), a municipal corporation and governmental entity organized and existing under the laws of the State of Wyoming, hereby transfers and delivers to the Wyoming Community Foundation, Inc., a Wyoming nonprofit corporation, the principal sum of \$ **_____**.
2. Establishment of the Fund. A **Non-endowed Agency Reserve** fund shall be established on the books of the Community Foundation, which shall be known as the **Douglas Community Center** Reserve Fund ("Fund").
3. Property of the Fund. The Fund shall include the initial property described in Section 1 and all undistributed income and net appreciation. The Fund shall also include such property as may from time-to-time be transferred to the Community Foundation from the Agency or any other source, pursuant to the Community Foundation’s Gift Acceptance Policy. The Fund shall be held by the Community Foundation in its corporate capacity and shall not be deemed a trust fund held by it in a trustee capacity. The Agency relinquishes to the Community Foundation the ultimate authority and control over the Fund according to the Articles of Incorporation and Bylaws of the Community Foundation (as they may be amended) and the terms of this Declaration of Gift applied in a manner not inconsistent with the Articles and Bylaws.
4. Distributable Funds. The total assets of the Fund, net of investment and administrative costs pursuant to Section 14, may be committed, granted, or expended for purposes described in Code Section 170(c)(1) or 170(c)(2)(B) (“Distributable Funds”). Subject to the provisions of Section 8, Distributable Funds shall be distributed at such times and in such amounts as are approved by the Community Foundation to support the Douglas Community Center, its public purposes, and its charitable and community-serving activities. The City of Douglas may recommend distributions from the Fund at any time. Such recommendations shall be reviewed and approved by the Community Foundation in accordance with this Agreement and the Community Foundation’s governing policies. All recommendations shall be advisory and shall not be binding on the Community Foundation.
5. Purpose of Fund; Geographic Area to be Benefitted.
 - i. Purpose of the Fund. The Community Foundation shall make distributions of the Distributable Funds to support the **Douglas Community Center** (the “Center”), a facility operated by the **City of Douglas**. Distributions may be used for the operation, maintenance, programming,

improvements, equipment, capital needs, and other community-serving purposes of the Douglas Community Center, consistent with the terms of this Declaration of Gift.

- ii. Geographic Area to be Benefitted. The Community Foundation shall use the distributable funds to support the foregoing charitable purposes within the State of Wyoming.
6. Commingling of Property. The property of the Fund may be commingled with other Community Foundation property for administrative and investment management purposes.
7. Dissolution of Recipient Organization. If the Douglas Community Center ceases to operate or is permanently discontinued, the Community Foundation shall use reasonable efforts to continue the Fund in a manner that most closely carries out the charitable and community purposes for which the Fund was established. If such continuation is not reasonably practicable, the Community Foundation shall consider the advice of the Douglas City Council before redirecting Distributable Funds to another organization or charitable purpose pursuant to Section 8.
8. Variance. The Community Foundation Board of Directors shall have the power to modify a restriction or condition described in the Fund if a restriction becomes "unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served," (Treasury Reg. 1.170A-9(f)(11)(v)(B)(1)) without the approval of any trustee, custodian, or agent.
9. Investment. The Fund's assets will be managed in the investment pool(s) selected in Schedule A to this Declaration of Gift. The Agency may request, in writing, to change the Fund's investment pool allocation once per calendar year. Approved changes will take effect in the first month of the quarter following the request. The Agency may add to its funds at any time using a variety of assets in accordance with the Community Foundation's Gift Acceptance Policy. Additional contributions are invested based on the allocation selected in Schedule A of this Declaration of Gift unless otherwise specified.
10. Conflict of Terms. In the event of an inconsistency between this Declaration of Gift and any terms and conditions appearing elsewhere in connection with any fund, this Declaration of Gift, as interpreted by the Community Foundation, shall govern. The Community Foundation reserves the right to take any actions at any time which, in its discretion, it deems reasonably necessary or desirable for the proper administration of any fund or to comply with the laws of the State of Wyoming.
11. Administrative Assessment. The Community Foundation may charge the Fund an amount reasonably calculated to reimburse its direct and indirect costs incurred in the Fund's administration.

This Declaration of Gift is made and effective as of the ____ day of _____, 20____.

Agency Name

Agency Representative

Agency Representative

The Community Foundation hereby accepts the foregoing gifts and the terms and conditions as stated in this Declaration of Gift.

Wyoming Community Foundation, Inc.

Samin D. Dadelahi, President

Date

ADDITIONAL TERMS & INFORMATION

The Wyoming Community Foundation (WYCF) is committed to supporting the capacity and strengths of nonprofits throughout the state. We offer existing Agency Endowment Fund partners the option of establishing an Agency Reserve Fund. Creating an invested reserve fund at WYCF allows your organization to take advantage of WYCF's professional management and still have ready access to funds needed for operations, capital campaigns, or unanticipated expenditures.

Accounting. Financial statement reporting for agency funds is subject to the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic 958 (formerly FASB No.136). In general, WYCF records the funds as both an asset and a liability on its books. The Agency should record a beneficial interest in assets held by WYCF. This guidance pertains to accounting treatment only, as the legal ownership remains with WYCF.

Additional Gifts. The Agency may add to the Fund at any time provided that the new assets have the same purpose as the Fund. Contributions to the Fund can come directly from the Agency or other donors. FASB requires that gifts from donors and gifts directly from the Agency are differentiated for accounting purposes. All gifts are subject to the WYCF Gift Acceptance Policy.

Additional Services. The Agency has access to WYCF's planned giving tools and services. WYCF can accept complex gifts for the Agency like stock, mineral royalties, and real property. The Fund is charged for direct expenses incurred by the WYCF such as fees related to stock transfers or legal fees. WYCF also provides ongoing educational opportunities for the agency's staff and Board of Directors, including the ability to review investment performance.

Agency. The Internal Revenue Code ("IRC") Section 501(c)(3) non-profit organization which has established an endowed fund and a reserve (non-endowed) fund at WYCF, and the Agency may be considered the primary donor to the fund.

Charitable Activities/Charitable Purposes. As a public charity, community foundations have flexibility in funding the charitable activities of non-charities. WYCF follows IRS expenditure responsibility rules designed to ensure that funds are used for exclusively charitable purposes. This includes describing the charitable purpose and collecting confirmation that funds were used for that purpose.

Fees. Pursuant to Section 11 of this Declaration of Gift, WYCF may assess fees associated with ongoing administration and management of the Fund. Agencies with both an endowed fund and non-endowed reserve fund benefit from consolidation of fees and thus fees are assessed to only one of the two funds. Fees are outlined in the WYCF Fee Schedule and are subject to change as the WYCF Board of Directors deems necessary.

Grants. The Agency may request distributions ("grants") from the Fund as needed and with due consideration to the investment options selected by the Agency. By law, the final authority of grant approval resides with the WYCF Board of Directors.

Investments. The Agency may select from WYCF's investment options: Long term, Medium term, Short term, or cash. See Schedule A.

Divisions of Government and Qualified Charitable Organization. US Internal Revenue Code Section 501(c)(3) is a specific tax category for organizations operating exclusively for religious, scientific, public safety, educational or another specific charitable purpose. The IRS deems such organizations as exempt from federal income tax and qualified to receive tax-deductible contributions.

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Agenda Item Report

City Council – September 14, 2026

Item

Purchase: Water Truck (Unit #151)

Responsible Staff Contact

Blake Palmer, John Harbarger, Clint Nystul

Recommendation

Purchase one 2020 Freightliner M2 4,000-gallon water truck from DTI Truck & Equipment for \$120,000.

Executive Summary

The proposed replacement truck will support a wide variety of City operations, including street construction, dust control, compaction, and other Public Works activities. Its larger tank, modern spray system, and improved reliability will increase operational efficiency while reducing refill trips, downtime, and maintenance costs.

The city budgeted \$120,000 for the replacement water truck. No bids were received through the formal bidding process. As permitted by state statute, staff contacted equipment dealers directly and located three possible replacement units.

Two trucks available through Floyd's Truck Center were priced at \$139,995 and \$127,500, both exceeding the approved budget. The third truck, a 2020 Freightliner M2 with a 4,000-gallon tank, was located at DTI Truck & Equipment in Denver, Colorado, for \$120,000.

City staff conducted an on-site inspection of the truck. The truck was found to meet the City's operational needs, with only minor issues identified during the inspection. The vendor has agreed to correct those issues before delivering the truck to the City.

Background

The City's former water truck, a 1985 Ford LN-8000, had approximately 206,104 miles and more than 16,000 hours of engine and drivetrain operation. It was equipped with an 1,800-gallon water tank powered by an unreliable 18-horsepower auxiliary engine. The truck was sold at auction for \$11,090, leaving the city without a dedicated water truck.

The proposed replacement features a 4,000-gallon tank, more than doubling the capacity of the former vehicle. Its larger tank and modern water-delivery system will improve operational efficiency, reduce the number of refill trips, and restore the City's

ability to support street construction, dust control, compaction, landscaping, and other Public Works activities.

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

Budget/Fiscal Impact

Fund/Department	47-5470-6548
Project/Line Item(s)	Streets: Water Truck
Budgeted Amount	\$120,000.00
Anticipated Amount	\$120,000.00

Action Requested/Recommended Motion

Approve the purchase of one 2020 Freightliner M2 4,000-gallon water truck from DTI Truck & Equipment in the amount of \$120,000 and authorize the City Manager to execute all documents necessary to complete the purchase.

Attachments

1. Final Narrative - #151 Used Water Truck (1)

Item

Unit #151 Used Water Truck

Responsible Staff Contact

Blake Palmer

John Harbarger

Clint Nystul

Recommendation

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to Strategic Doing (SD) and/or Other Plans

<u>SD24 Outcome</u>	N/A
<u>SD24 Strategy</u>	N/A
<u>SD25 KPI</u>	N/A
<u>2025 Master Plan</u>	

Budget/Fiscal Impact

<u>Fund/Department</u>	47-5470-6548
<u>Project/Line Item(s)</u>	Streets: Water Truck
<u>Budgeted Amount</u>	\$120,000.00
<u>Anticipated Amount</u>	\$120,000.00

Action Requested/Recommended Motion

Move to approve the purchase of one 2020 Freightliner M2 4,000-gallon water truck from DTI Truck & Equipment in the amount of \$120,000 and authorize the City Manager to execute all documents necessary to complete the purchase.

Reviewed/Approved

- | | |
|--|---------------------------------------|
| ☐ Community Development | ☐ Public Works |
| ☐ Law Enforcement | ☐ Legal |
| ☐ City Administrator | ☐ Finance |
| ☐ City Clerk | |



Agenda Item Report

City Council – September 14, 2026

Item

Purchase: Dump-Bed Trailer Using Remaining Equipment Funds

Responsible Staff Contact

John Harbarger, Blake Palmer

Recommendation

Recommend authorizing the purchase of a dump-bed trailer in the amount of \$12,740.00 using remaining funds from the skid-steer and tilt-bed trailer purchases.

Executive Summary

The City budgeted \$120,000.00 in the Equipment/Furniture line item for the purchase of a new skid steer and tilt-bed equipment trailer. The skid steer was originally quoted at \$88,000.00 but was purchased for \$75,580.00. Tilt-bed trailers reviewed earlier in the year were generally priced between \$17,000.00 and \$20,000.00; however, staff identified a heavy-duty tilt-bed trailer for \$12,200.00 that provides adequate capacity and additional room for transporting skid-steer implements.

The combined cost of the skid steer and tilt-bed trailer is \$87,780.00, leaving \$32,220.00 available in the original equipment budget. Staff recommends using \$12,740.00 of these remaining funds to purchase a dump-bed trailer that was otherwise going to be requested during the next budget year.

The total cost of all three pieces of equipment will be \$100,520.00, leaving \$19,480.00 in the original equipment budget. No additional funding is required.

Purchasing the dump trailer this year will provide the Streets and Alleys Department with a versatile piece of equipment while making efficient use of funds already approved for equipment purchases.

Tilt-Bed Trailer

The selected tilt-bed trailer was compared with three reasonably comparable trailers. It was determined to provide the most robust construction, appropriate hauling capacity, and sufficient room to transport skid-steer implements at the most favorable price.

A tilt-bed trailer is necessary because the City's new skid steer is a tracked machine. The trailer's ease of loading and unloading will encourage City personnel to transport the skid steer between work locations instead of tracking it across town. This will reduce unnecessary wear on the tracks and street surfaces while improving the efficient movement of the machine and its attachments.

Proposed Dump-Bed Trailer

Staff also reviewed comparable dump-bed trailers. The selected trailer offered the best

combination of price, capacity, and usable bed space. It is equipped with two-foot-tall bed sides, while most comparable trailers reviewed had only 18-inch sides. The additional bed height provides greater capacity and makes the trailer better suited for the department's anticipated uses.

The dump trailer would be used for several Streets and Alleys operations, including:

1. Hauling trees, limbs, and other vegetative debris.
2. Removing furniture, construction debris, and other unauthorized items dumped in alleys.
3. Transporting loose materials and debris from street-maintenance activities.
4. Supporting cleanup operations throughout the city.

These activities are currently completed using a dump truck along with a backhoe or front-end loader to load the material. This often requires two pieces of heavy equipment and additional personnel. A dump trailer can be positioned closer to the work area, loaded with smaller equipment or by hand, and easily emptied at the disposal site. The dump trailer will reduce unnecessary use of larger equipment, improve crew efficiency, and allow dump trucks, loaders, and backhoes to remain available for other Public Works operations.

Background

The Streets Supervisor planned to request funding for a dump trailer during the next budget year. However, the savings realized through the purchase of the skid steer and tilt-bed trailer provide an opportunity to acquire this equipment during the current fiscal year without exceeding the original \$120,000.00 equipment budget.

Purchasing the trailer now will place it into service sooner, avoid the need for a separate budget request next year, and make productive use of the remaining funds for an identified departmental equipment need.

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 47-5470-6547

Project/Line Item(s) Equipment/Furniture

Budgeted Amount \$120,000.00

Anticipated Amount \$12,740.00

Action Requested/Recommended Motion

Move to authorize the purchase of a dump-bed trailer in the amount of \$12,740.00 using remaining funds from the Equipment/Furniture line item, 47-5470-6547, and authorize the City Administrator to sign all associated documents.

Attachments

1. dump trailer

JJE Trailer Sales & Service

2410 Revenue Blvd
Casper, Wyoming (WY) 82601
Call Us: (307) 258-0427
<https://www.jjetrailer.com/>



2026 HORIZON HZ7BP 83" X 16' 15.2K BUMPER-PULL DUMP TRAILER

RETAIL PRICE - \$14,700

OUR PRICE - \$12,890

SAVINGS - \$1,810



NEW 2026 HORIZON HZ7BP 83" X 16' 15.2K BUMPER-PULL DUMP TRAILER

15,200 LB GVWR | TANDEM 7K BRAKE AXLES | 24" SIDES | 7-GAUGE STEEL BED | EQUIPMENT RAMPS

16' DUMP BED. 15.2K GVWR. HEAVY 7-GAUGE STEEL BED. BUILT TO HAUL MATERIAL AND EQUIPMENT.

This 2026 Horizon HZ7BP is a heavy-duty bumper-pull for contractors, landscapers, farmers, ranchers, and property owners who need more room than a 14' dump. Tandem 7K Lippert axles, a 7-gauge steel bed, 24" sides, equipment ramps, four D-rings, power-up/power-down hydraulics, and a three-way spreader gate make it a versatile work trailer.

KEY SPECS

83" Wide x 16' Long

15,200 LB GVWR
Tandem 7,000 LB Lippert EZ-Lube Spring Axles
Electric Brakes on Both Axles
Approx. 5,330 LB Empty Weight
Approx. 9,870 LB Calculated Payload
Bumper Pull
17K Adjustable 2-5/16" Coupler
ST235/80R16 10-Ply Tires
Black MOD Wheels
Black & Military Green Powder-Coat Finish
Stock #103574

HEAVY-DUTY FEATURES

7-Gauge Steel Bed
24" Steel Sides
8" I-Beam Main Frame
Neckboss 8" Engineered I-Beam Tongue
3" Channel Crossmembers on 16" Centers
3-Way Door / Spreader Gate
6'4" Slide-In 4" Channel Equipment Ramps
Dedicated Ramp Pockets
Four D-Rings Welded Inside Bed
12-Gauge Diamond Plate Steel Fenders
12K Side-Wind Spring-Loaded Drop-Leg Jack
Mega Lockable Front Toolbox
2-Button Power Up / Power Down Hydraulics
Interstate Group 27 Deep-Cycle Battery
110V Integrated Trickle Charger
Manual Tarp Kit
DOT-Approved LED Lights

16' BED + 24" SIDES

The 83" x 16' bed gives you extra room for debris, dirt, gravel, mulch, firewood, landscaping material, demolition waste, and farm or ranch loads. The 24" sides provide useful box volume for everyday work.

7-GAUGE STEEL BED

The heavy 7-gauge steel bed is a major selling point. Combined with the 8" I-beam frame and engineered 8" I-beam tongue, it creates a substantial foundation for demanding dump-trailer work.

POWER UP / POWER DOWN HYDRAULICS

The two-button hydraulic system powers the bed up and down. The pump and Group 27 deep-cycle battery are protected inside the Mega lockable toolbox, while the 110V trickle charger helps maintain the battery.

EQUIPMENT RAMPS + FOUR D-RINGS

The 6'4" slide-in channel ramps expand this dump beyond material hauling. Load compatible mowers, compact equipment, ATVs, or other wheeled machines and secure them using four welded D-rings. Dedicated pockets store the ramps.

3-WAY SPREADER GATE + TARP

The three-way rear door/spreader gate adds unloading flexibility, while the included manual tarp helps cover compatible loads during transport.

APPROX. 9,870 LBS CALCULATED PAYLOAD

15,200 LB GVWR minus approximately 5,330 LB empty weight provides approximately 9,870 LBS of calculated payload. Actual allowable payload depends on final configuration, cargo placement, tongue weight, tow vehicle, hitch, axle/tire/component ratings, and applicable legal limits.

3-YEAR HORIZON STRUCTURAL WARRANTY

This new Horizon is backed by Horizon's 3-Year Structural Warranty.

JJE PRICE — \$12,890 | NO DEALER FEES

Retail Price: \$14,700

JJE Price: \$12,890 — NO DEALER FEES

YOU SAVE: \$1,810

FINANCING AVAILABLE | TRADES WELCOME

JJE TRAILER SALES & SERVICE

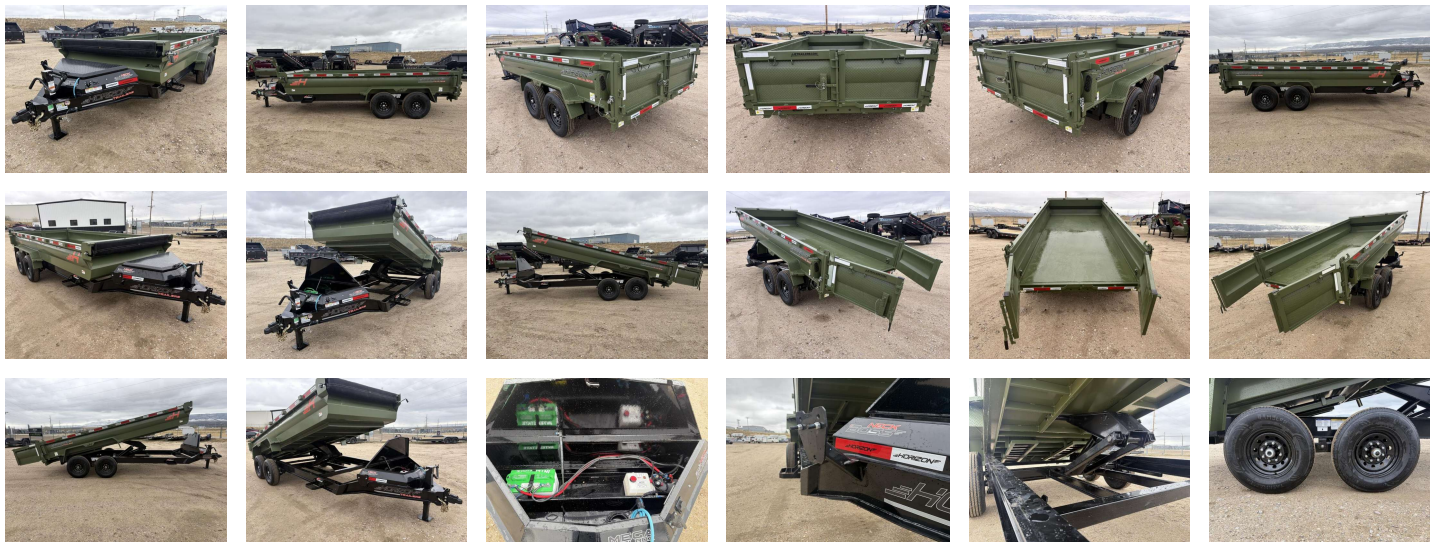
2410 Revenue Blvd. | Casper, WY 82601

(307) 258-0427

Stock #103574

83" WIDE. 16' LONG. 15.2K GVWR. 7-GAUGE BED. 24" SIDES. EQUIPMENT RAMPS. POWER UP/POWER DOWN. \$1,810 SAVINGS. NO DEALER FEES.

PHOTOS



HIGHLIGHTS

- **Condition** NEW
- **Availability** In Stock
- **Location** jjetrailers
- **Stock Number** 103574
- **Vin** 3H7BD1620TR016877
- **Vehicle Type** Trailers
- **Category** Dump Trailers
- **Color** Black & Military Green

- **Length** 16 ft
- **Width** 6 ft 11 in
- **GVWR** 15200 lbs
- **Axle Capacity** 7000 lbs
- **Hitch Type** Bumper Pull

MANUFACTURER INFO

DISCLAIMER

Advertised pricing excludes applicable taxes title and licensing, dealer set up, destination, reconditioning and are subject to change without notice. Pricing may exclude any added parts, accessories or installation unless otherwise noted. Sale prices include all applicable offers. Not all options listed available on pre-owned models. Contact dealer for details.



Agenda Item Report

City Council – September 14, 2026

Item

Aid to Others Addendum: Blessings in a Backpack (The Gathering)

Responsible Staff Contact

Michele Carter

Recommendation

Executive Summary

At the August 24, 2026, Council meeting, representatives from The Gathering came forward to request that their Aid to Others funding be revised to also allow them to use it for moving a furnace, which wasn't originally on their request when they applied for funding. Council requested staff to bring back an addendum with the changes.

Background

At the August 24, 2026, Council meeting, representatives from The Gathering came forward to request that their Aid to Others funding be revised to also allow them to use it for moving a furnace, which wasn't originally on their request when they applied for funding. Council requested staff to bring back an addendum with the changes.

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 the addendum that would authorize The Gathering to expand the use of their Aid to Others funding.

Attachments

1. Addendum_The_Gathering_Aid_to_Others_Agreement (1)

ADDENDUM TO AID TO OTHERS / COMMUNITY SERVICE GRANT AGREEMENT

THE GATHERING, INC.

This Addendum ("Addendum") supplements the existing Aid to Others / Community Service Grant Agreement between the City of Douglas, Wyoming ("City") and The Gathering, Inc. ("Grantee"). Except as specifically amended by this Addendum, all terms, conditions, requirements, and restrictions of the existing Agreement remain in full force and effect.

Purpose of Addendum

The parties agree that the authorized uses of grant funds under the existing Agreement are expanded to include costs associated with moving and/or relocating a furnace within The Gathering, Inc.'s building, including reasonable labor and related costs necessary to complete the furnace relocation.

This additional authorized use is intended to support The Gathering, Inc.'s continued operation of its community service programs. The Gathering's funding application identifies a \$65,000 request and describes its Blessings in a Backpack program serving students and families in the Douglas community.

Funding Limitation

This Addendum does not increase the total amount of funding awarded under the existing Agreement. It only expands the allowable purposes for which the previously approved funds may be used. Expenditures related to the furnace relocation remain subject to the same documentation, reimbursement, reporting, and other requirements contained in the existing Agreement.

No Other Changes

All other provisions of the existing Agreement remain unchanged and are hereby reaffirmed. If there is a conflict between this Addendum and the existing Agreement regarding the use of funds for the furnace relocation, this Addendum controls.

AGREED AND ACCEPTED:

CITY OF DOUGLAS, WYOMING

THE GATHERING, INC.

Signature

Signature

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

ADDENDUM EFFECTIVE DATE: _____



Agenda Item Report

City Council – September 14, 2026

Item

CCTPB Minutes: July 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. JULY 28, 2026 CCTPB meeting minutes

**CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING**

Board members: Jane Garber (6/2029, At Large) (2nd full term)
Kris Mitchell (6/2027, Converse County) (1st full term)
Carly Horr (6/2027, Douglas) (partial)
John Rabun (6/2027, Douglas) (1st full term)
Gina Kron (6/2029, Glenrock) (1st full term)
Eber Rodriguez (June/2029, Douglas) (1st full term)
Vicki Widiker (6/2028, County) (1st full term)
Victor LeGloahec (6/2028, County) (1st full term)
Candace Benedetta (6/2028, Glenrock) (1st full term)

Date: July 28, 2026

Attendance Sheet:

Board Members

Jane Garber
Candace Benedetta
Victor LeGloahec
John Rabun
Kris Mitchell
Eber Rodriguez

Guests

Elizabeth Coontz – CCTPB Administrator
Courtney Hinds – Wyoming State Fair
Kota Provence – Wyoming State Fair
Jen Womack – Sagebrush Marketing -via zoom
Jenna Rose – RRM/VC

Call to order: Victor LeGloahec called the meeting to order at 5:35 p.m. and noted that a quorum was present.

Location: Memorial Hospital of Converse County Administration Building, Douglas

Previous Month's Minutes: Minutes from June 23, 2026, meeting presented. Motion to approve the minutes as presented was made by Candace Benedetta, seconded by Jane Garber. The motion carried.

Financial Report: Invoices paid in the amount of **\$126,191.40**. Motion to approve the financial report as presented was made by Kris Mitchell, seconded by Jane Garber. The motion carried.

Grants:

- **No Grants Presented**

State Fair Report:

- Courtney Conkle, WSF, reported that the Converse County fair went well and they reported that attendance was up. She also reported that the Joint Appropriations Committee met, capital construction appropriation for the Silver Arena Enclosure was approved with 50% funding, that would mean the other 50% of construction costs would come from other sources. The renovation of the Dairy Barn project passed with 100% expansion and a Level 3 design plan for the dorms also passed. Courtney also stated that the Wyoming State Fair Foundation apologizes for the incorrect thank you letter and the Wyoming State Fair Foundation will edit the incorrect thank you letter that was sent to CCTPB, and an edited thank you letter will be sent to reflect that CCTPB did not financially contribute to capital improvements.
- Kota Provence, WSF, gave a recap of the 24 days the WSF team spent in Washington DC for the Great American Fair 250 celebration. The event was very well attended with large numbers of visitors to the Wyoming booth; they estimate that they saw as many as 100,000 people come through the Wyoming pavilion daily.

Kota reported that 350 WSF 2026 posters have been distributed statewide. And that the volunteer days at the Wyoming State Fairgrounds were well attended. The last volunteer day will be August 1st.

Douglas Visitor Center and Railroad Museum Report:

- Jenna Rose sent a report to the board outlining the activities of the previous month at the RRM/VC. Multiple events have taken place, and all were well attended, many out of town, out of state and out of country visitors have stopped at the RRM/VC.

Enterprise/Main Street Report:

- Eber Rodrikuez reported that the 4th of July Freedom Fest was well attended, some attendees did leave the street dance early to travel to other communities to watch fireworks.
 - The Wyoming State Fair Parade route will stay the same, with the completion of work on 4th Street.
 - Farmers Markets will be August 8th, 22nd, 29th, September 5th and 12th.

Elevate Glenrock/Glenrock Main Street Report:

- Candace Benedetta reported that events in Glenrock have been well attended. She also reported that the dedication for the completion of the Veterans Park will be held September 12th and requested that the event be included in the CCTPB's media buy materials.
- Jane Garber made a motion that the CCTPB advertise the Veterans Park Dedication on September 12th on the existing media buys, as no funding will be needed. John Rabun seconded the motion. The motion carried. Candace Benedetta abstained from the vote.

Sagebrush Marketing Report:

- Jen Womack presented a detailed report on CCTPB's monthly marketing campaign.

Administrator Report:

- Elizabeth Coontz, Administrator, presented a detailed report on the tasks she has performed in the last month.

Old Business:

- Strategic Plan Adoption discussion and approval: Candace Benedetta made a motion to approve the Strategic Plan as presented; Jane Garber seconded the motion. The motion carried.
- Purchase of Visitor Bag items discussion and approval: The board directed Elizabeth to order more items for visitor bags.
- Purchase of Business Cards and/or name tags discussion and approval: Cadance Benedetta made a motion to move forward with purchasing name tags for all CCTPB members and Elizabeth Coontz, and to purchase business cards for Elizabeth. Motion seconded by Kris Mitchell. The motion carries.
- Discussion and approval of Sideline Phone App Contract: After discussion, board approved the use of the Sideline App for a publishable phone number that can be facilitated by Elizabeth Coontz for CCTPB business. The yearly fee is \$130 and will be invoiced.

New Business:

- Destination Development Grant Discussion and approval: After discussion John Rabun made a motion for the CCTPB to direct Elizabeth Coontz to complete the grant process for the Destination Development dollars that Converse County Tourism and Promotion board is eligible for, composed of the list the board developed, seconded by Jane Garber. Motion carried.

- Conflict of Interest Policy discussion and approval: After discussion Jane Garber made a motion to accept the Conflict of Interest Policy with corrections noted by the board, Candace Benedetta seconded the motion. Motion carried.
- Officer's Appointment:
 - Carly Horr Proxy Vote by Kris Mitchell
 - Vicki Widiker Proxy Vote by Candace Benedetta
 Kris Mitchell made a motion to keep the officers the same as the previous year; Victor LeGloahec – chairman, John Rabun – vice chairman, Candace Benedetta – treasurer, Kris Mitchell – secretary. John Rabun seconded the motion. The motion unanimously passes, with proxy votes recorded.

Public Comments: No public comments were heard.

Executive Session:

The board entered executive session at 7:50pm

The board exited executive session at 8:10pm

Jane Garber made a motion to approve Elizabeth Coontz's Administrative contract for another year, motion seconded by John Rabun. The motion carried.

Next Meetings:

August 25, 2026 – Glenrock Golf Course – Glenrock at 5:30pm.

September 22, 2026 – Douglas Community Golf Course – Douglas at 5:30pm.

October 27, 2026 – TBD – Douglas at 5:30pm

Adjournment: There being no further business, the meeting was adjourned at 8:15 pm.

Submitted to file by: Kris Mitchell, Secretary.



Agenda Item Report

City Council – September 14, 2026

Item

Notice of Possible Quorum: Time Capsule, September 28, 2026, 3:30 PM, Douglas City Hall, 101 N 4th St, Douglas, Wy

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

EVENTS

- **Community Mural Tile Painting**
September 15, 1P
Douglas Senior Center
- **Community Mural Tile Painting**
September 18, 6P
Blend Coffee & Co
- **Caramel Apples**
September 22, 6P
Converse County Library
- **First Annual Mineral & Gem Show**
September 26 & 27
The Moose Lodge

More information available at:

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

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

All Events Are Subject To Change