



*City Council Meeting  
Agenda Packet*

*February 20, 2018*

*7 p.m.*

# City Council Meeting Agenda

## February 20, 2018 7 p.m.



- 1. Pledge of Allegiance
- 2. Roll Call
- p. 5 3. Approval of Minutes: City Council Meeting of February 6, 2018

### **APPOINTMENTS**

- p. 14 1. Joint Powers Water Board—John Eddins, 2<sup>nd</sup> term
- 2. Joint Travel and Tourism Board—Greg Bailey, 3<sup>rd</sup> term
- 3. Police Civil Service Commission—Jack Adams, 1<sup>st</sup> term
- 4. Rock Springs Transportation Committee—Joe Manatos, 5<sup>th</sup> term

### **PRESENTATIONS AND PROCLAMATIONS**

- 1. Sweetwater Economic Development Coalition—Kayla McDonald
- 2. Joint Travel and Tourism Board 2017 Annual Report—Jenissa Meredith
- 3. STAR Transit Additional Funding Request—Judy Owens

### **PUBLIC HEARING**

- p. 17 1. Public hearing on the applications for renewal of Microbrewery, Winery, Restaurant, Retail, Limited, Bar & Grill and Resort Liquor Licenses for the period of April 1, 2018, through March 31, 2019 (New Business #1)

### **PETITIONS**

### **OFFICER AND STAFF REPORTS**

- p. 22 1. Health Insurance Fund Recap—January 2018
- p. 24 2. Financial Report Summary—January 2018
- p. 30 3. 2017 Animal Control Report and January 2018 Monthly Report
- p. 34 4. Rock Springs Renewal Fund Financial Statements—December 2017

### **COUNCIL COMMITTEE AND BOARD REPORTS**

### **CORRESPONDENCE**

- p. 38 1. Letter from STAR Transit requesting additional funding in the amount of \$9,655.36 (Resolution 2018-24)

### **BILLS AND CLAIMS**

- p. 40 1. Bills and Claims for February 20, 2018
- p. 55 2. Salaries for February 7, 2018

### **NEW BUSINESS**

- 1. Request from the Department of Administrative Services for approval of renewal

- applications for Microbrewery, Winery, Restaurant, Retail, Limited, Bar and Grill, and Resort Liquor Licenses for the period of April 1, 2018, through March 31, 2019
- p. 57 2. Request from the Department of Engineering & Operations for permission to bid various maintenance projects
- p. 58 3. Request from the Finance & Administration Department for permission to fill a vacant Senior Accountant or Accountant position
- p. 59 4. Recommendation from the Health Insurance Committee for plan year 2018-2019 premiums
- p. 60 5. Recommendation from the Parks and Recreation Advisory Board to expand upon the current fee schedule for park reservations
- p. 61 6. Request from the Rock Springs Liquor Dealer's Association for 2018 "All Night" dates
- p. 62 7. Request from the Young at Heart Senior Center for a malt beverage permit for the Casino Fever Fundraiser on March 24, 2018, from 4 p.m. – midnight at 2400 Reagan Avenue
- p. 65 8. Request from Ponderosa Bar, Inc. for a liquor catering permit for the Muley Fanatic's fundraiser on March 17, 2018, from 3 p.m. – midnight at the Sweetwater Events Complex (transfer of license approved by Green River City Council February 6, 2018)

## **RESOLUTIONS**

- p. 69 1. 2018-18 A Resolution approving local financial institutions to be designated as depositories for public funds
- p. 70 2. 2018-19 A Resolution accepting and approving a change order with DeBernardi Construction Company, Inc. in the amount of \$61,900.00
- HA 3. 2018-20 A Resolution to approve a membership application for new software to do criminal checks with Resident Check Screening Collections
- p. 72
- p. 87 4. 2018-21 A Resolution accepting and approving a contract with Homax Oil Sales, Inc. in the amount of \$267,330.60
- p. 89 5. 2018-22 A Resolution accepting and approving a Merchant Application and Agreement for credit card processing with Vantiv Integrated Payments
- p. 98 6. 2018-23 A Resolution amending the Sewer Policy of the City of Rock Springs
- p. 105 7. 2018-24 A Resolution to accept and approve a budget revision to the budget for the fiscal year ending June 30, 2018
- p. 107 8. 2018-25 A Resolution accepting and approving a contract with Alisco, Inc. in the amount of \$688.82 per week for the 2018 Uniform Bid
- p. 109 9. 2018-26 A Resolution accepting and approving ASO Group Plan changes with Blue Cross Blue Shield of Wyoming

## **ORDINANCES**

- p. 116 1. 2018-02 *3<sup>rd</sup> Reading:* An Ordinance amending the Official Zoning Map of the City of Rock Springs for a tract of land from Light Industrial (I-1) to Central Business (B-3), One Tract of 0.27 Acres located in the NE1/4 of Section 35, Township 19 North, Range 105 West of the Sixth Principal Meridian in the City of Rock Springs
- p. 124 2. 2018-03 *3<sup>rd</sup> Reading:* An Ordinance amending Article 7-1, entitled "Building Code" of the Ordinances of the City of Rock Springs

## **ADJOURNMENT**



*City Council Agenda*

# *Minutes*

City of Rock Springs )  
County of Sweetwater )  
State of Wyoming )

City Council met in regular session on February 6, 2018. Mayor Demshar called the meeting to order at 7 p.m. Members present included Councilors Rose Mosbey, Billy Shalata, David Tate, David Halter, Jason Armstrong and Glennise Wendorf. Councilors Tim Savage and Rob Zotti were absent from the meeting. Department Heads present included Dwane Pacheco, Richard Beckwith, Jim Wamsley, Dave Lansang, Paul Kauchich, Kara Beech, and Matt McBurnett. Acting City Planner Steve Horton was also present. The pledge of allegiance was recited.

#### Approval of Minutes

Moved by Councilor Shalata, seconded by Councilor Mosbey to approve the City Council Meeting minutes of January 16, 2018, and the Special City Council Meeting minutes of January 24, 2018. Motion carried unanimously.

#### **BID OPENINGS**

##### 2018 Uniform Bid

Contractor	Address	Bid Amount
1. AlSCO, Inc.	87 Mesa Drive #5 Rock Springs WY 82901	\$688.82/wk
2. Cintas	1586 S 5350 West Salt Lake City UT 84104	\$655.61/wk

##### 2018 Fuel Bid

One bid was received from Homax Oil Sales, Inc., 505 D Street, Rock Springs, WY 82901, in the amount of \$266,538.60.

##### Sale of Municipal Property—538 Pilot Butte

Bidder	Address	Bid Amount
1. Steven & Hilary Johnson	1993 Dewar Dr #U1-274 Rock Springs WY 82901	\$1.00
2. Steven & Hilary Johnson	1993 Dewar Dr #U 1-274 Rock Springs WY 82901	\$10,102.00

#### **APPOINTMENTS**

##### Planning & Zoning Commission

Moved by Councilor Mosbey, seconded by Councilor Halter to appoint Keaton West to a 1<sup>st</sup> term on the Planning & Zoning Commission. Motion carried unanimously.

#### **PRESENTATIONS AND PROCLAMATIONS**

##### URA—2017 Annual Report

Chad Banks summarized the URA's 2017 Annual Report. New businesses, performances, events, award nominations, and new full time jobs topped the list. It has been a very busy and productive year in the downtown area.

#### **PUBLIC HEARING**

Public hearing with the Rock Springs Housing Authority to discuss the flat rental amount for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent adjusted, if necessary, to account for reasonable utility costs

No comments were received.

**Public hearing on the completion of the Rock Springs Community Visitors Complex located at 1897 Dewar Drive, Rock Springs, Wyoming**

Alexie Pitsch, President of the Rock Springs Chamber of Commerce thanked the city for its partnership in renovating the Visitors Complex.

**PETITIONS - None**

**COUNCIL COMMITTEE AND BOARD REPORTS**

Mayor Demshar acknowledged the receipt of the Main Street Board Meeting Minutes of January 8, 2018; the Parks and Recreation Advisory Board Meeting Minutes of December 14, 2017; and the Rock Springs Historical Museum Board meeting minutes of November 8, 2017.

Moved by Councilor Mosbey, seconded by Councilor Wendorf to approve the Council Committee and Board Reports and place them on file. Motion carried unanimously.

**BILLS AND CLAIMS**

**Bills and Claims for February 6, 2018**

Blue Cross Blue Shield	Administration	61,056.02
Flexshare Benefits	Administration	391.50
Wells Fargo Remittance Center	Expenses	1,662.37
3M Company	Film	2,318.28
ABI Winterhawk Recovery, LLC	Housing assistance	998.00
Perez, Adriana	Utility refund	21.19
Gill, Amanda	Utility refund	23.77
Gill, Amanda	Utility refund	12.21
American Alliance of Museums	Membership	150.00
American Red Cross	Fees	35.00
Ascentia Real Estate Holding Company	Housing assistance	136.00
Atlantic City Historical Society, Inc.	Books	168.00
Battery Systems	Battery	45.94
Best Value Rentals, LLC	Housing assistance	739.00
Bloedorn Lumber Company	Supplies	125.31
BLR	Handbook	536.99
Bottom Line Marketing	Blankets	2,086.65
Carrier Corporation	Parts	1,810.00
Carrington Pointe Apartments	Housing assistance	8,809.00
Cartus c/o Mardan Settlement Services	Utility refund	12.80
Castle Cleaning	Services	1,900.00
CDM Constructors, Inc.	Contracts	564,554.09
CDW Government	Supplies	1,899.73
Centennial Sales, Inc.	Tape	254.88
Centurylink	Telephone	4,767.15
Chemsearch	Supplies	287.31
City of Rock Springs	Health insurance	312,422.96
CJ Signs	Lettering	80.00
Nations, Clinton	Utility refund	60.08
CML Rentals	Housing assistance	1,039.00
Codale Electric Supply, Inc.	Lights	932.94
Communication Technologies	Batteries	2,425.50
Copier & Supply Co., Inc.	Supplies	190.81
Crum Electric Supply Co., Inc.	Lighting	264.57
Brower, Dale	Utility refund	80.11
Burgess, Daniel	Utility refund	24.75
DeBernardi Construction Co., Inc.	Retainage	31,249.00
Desert View Animal Hospital	Services	1,085.51
Dominion Energy	Utilities	45,700.02
Environmental Express, Inc.	E-coli plates	255.81
Botkin, Eric	Utility refund	35.98

First Advantage LNS Screening Sol.	Fingerprints	122.65
First Choice Ford	Plow	2,819.95
Fossen, Michele	Housing assistance	686.00
Lake, Frank	Utility refund	50.98
Grainger, Inc.	Parts	583.48
Guilford, Mercedes	Utility refund	38.00
H & R Rentals	Utility refund	195.55
Hach Chemical	Chemicals	835.62
Hansen, Allen & Luce, Inc.	Contract	2,062.50
Harper, Eric	Utility refund	24.00
Harrington & Company	Snow melt	339.36
Koritnik, Helen	Utility refund	45.98
Homax Oil Sales, Inc.	Fluid/oil	1,071.50
Hose & Rubber Supply	Parts	776.01
Hoxsey, Misty	Utility refund	31.00
ID Solutions LLC	Registration	795.00
Infinity Power & Controls	Parts	1,649.78
Insulation, Inc.	Testing	5,632.00
J Wilcox Sales Company	Electronic board	713.61
Jack's Truck & Equipment	Parts	486.94
Kimsey, Jeanette	Utility refund	280.22
Akers, Jeffrey	Utility refund	105.33
Edd, Jessica	Utility refund	19.75
Rubeck, Jim	Utility refund	25.01
Jim's Upholstery	Services	75.00
JM Electrical Services	Services	1,570.86
Pyles, John	Utility refund	65.98
Mikkelsen, Kallie	Utility refund	172.91
Bogataj, Karl	Utility refund	120.98
Twomey, Kason	Utility refund	57.47
Dodd, Clyde	Utility refund	206.04
L.N. Curtis & Sons	Equipment	642.00
Lloyd, Larry	Utility refund	118.96
Toups, Larry	Utility refund	84.57
Legacy Equipment Company	Sensor	231.54
Lockhart Rentals, LLC	Refund	2,035.00
Logiudice, Natalie	Utility refund	52.00
Long Building Technologies, Inc.	Repairs	707.15
Loredo, Kathleen	Utility refund	52.00
Lowell, Hosey	Utility refund	53.57
Luna, Cristy	Utility refund	52.00
Lyon, Mark	Reimbursement	536.00
M & H Properties, LLC	Housing assistance	161.00
Macy's Truck Repair, Inc.	Parts	6,897.07
Mainline Construction	Utility refund	8.54
Collins, Mary	Utility refund	45.98
McCracken, Paul	Services	5,212.50
McFadden Wholesale Co., Inc.	Supplies	5,160.17
Miss Sweetwater County Organization	Rental refund	250.00
Mountaineer Animal Clinic	Services	465.80
MPH Industries, Inc.	Radar unit	1,766.75
MRI Software, LLC	Software	9,750.00
National Entertainment Technologies	Eggs	455.00
National Golf Course Owners Assoc.	Membership	550.00
National Gym Supply	Cables	208.87
National Recreation & Parks Assoc.	Membership	170.00
New Studio	Photo	20.00
Orkin Exterminating	Pest control	154.56
Overy, Ray	Housing assistance	680.00
Paetec	Telephone	94.14
Palmer Construction	Utility refund	14.30

Panda Rentals	Housing assistance	454.00
Paper Direct	Business cards	129.93
Parker, LaTiecha	Utility refund	12.00
Lee, Patricia	Utility refund	169.82
Payment Remittance Center	Expenses	1,145.94
Penoff, David	Housing assistance	260.00
Performance Overhead Door, Inc.	Parts	657.00
Pioneer Gasket of Wyoming, Inc.	Gaskets	63.20
Polydyne, Inc.	Polymer	8,556.00
Porter, Doug	Resident manager	50.00
Power Engineering Co.	Service	291.67
Pro Force Law Enforcement	Firearms	578.28
Public Agency Training Council	Registration	325.00
Ray Lovato Recycling Center	Allocation	10,580.63
Rink Systems	Supplies	1,055.00
RMI	Supplies	282.81
Wallendorff, Robert	Utility refund	25.98
Robertson, Samantha	Utility refund	38.00
RS Chamber of Commerce	Certificates	157.50
Rock Springs Creekside Apts.	Housing assistance	3,304.00
Rock Springs IV Center	Medications	205.24
Rock Springs Municipal Utility	Water/sewer	26,022.85
Rock Springs Newspapers	Advertising	1,156.00
Rock Springs Pet Hospital, LLC	Services	974.75
Rock Springs Renewal Fund	Reimbursements	4,749.00
Rock Springs Winlectric	Lighting	2,339.31
Rocky Mountain Air Solutions	Parts	4.56
Rocky Mountain Power	Utilities	155,162.84
Rocky Mountain Service Bureau	Collection costs	414.63
Ron's Ace Rental & Equipment Sales	Parts	778.47
RS Apartments LLC	Housing assistance	233.00
RS Refrigeration	Parts	770.72
RS Sweetwater County Airport	Allocation	117,281.00
Safety Supply & Sign Co.	Signs	528.03
Sanchez, Jeremy	Resident manager	175.00
Seals, Nick	Reimbursement	235.88
Self, Tim	Housing assistance	476.00
Shell, Misty	Utility allowance	38.00
Simpson, Shirley	Utility refund	11.96
Simpson, Shirley	Utility refund	14.02
Sirchie Laboratories	Supplies	832.85
Skaggs Companies, Inc.	Uniforms	175.00
Skaggs Public Safety Uniforms	Uniforms	1,286.90
Solarwinds	Maintenance	409.00
Southwest Real Estate	Housing assistance	671.00
Springview Manor Apts.	Housing assistance	3,661.00
Staples	Supplies	667.57
Staples Advantage	Supplies	524.90
State Fire DC Specialties	Monitoring	144.00
Stephenson, Monica	Utility allowance	31.00
Stotz Equipment	Parts	5,763.71
Sun Life Financial	Insurance premiums	1,321.50
Surfaces, Inc.	Carpet	299.53
Sweetwater County Clerk	Expenses	75.00
Sweetwater County School District #1	Printing	102.33
Sweetwater Heights	Housing assistance	1,674.00
Taylor Made Golf Co., Inc.	Merchandise	285.71
Teton County Sheriff's Office	Registration	660.00
Thatcher Company	Chemicals	2,068.62
The UPS Store	Notary stamp	24.50
Thomson Reuters	Publications	1,307.03



Topp Publishing	Advertising	530.00
Turnkey Properties, Inc.	Housing assistance	579.00
Uline	Mats	62.02
United Site Services	Services	362.00
UPS	Shipping	250.63
USPS-Hasler	Postage	2,000.00
Vaughn's Plumbing	Supplies	108.00
Verizon Wireless	Telephone	4,366.33
Vesco, Beulah	Housing assistance	425.00
Volunteers of America	Refund	290.00
Vonage Business	Telephone	411.90
WAHA	Membership	50.00
Walmart Community	Supplies	1,690.03
Ware, Ted	Housing assistance	1,306.00
Webb, Regina	Resident manager	175.00
Western Wyoming Beverage	CO2	103.00
Western Wyoming Comm. College	Fees	50.00
Whitaker Construction Co., Inc.	Manhole	2,979.36
Wild Horse Books	Books	44.82
William H. Smith and Associates, Inc.	Contracts	16,315.30
Williams, Penny	Resident manager	175.00
Willow Street Rentals	Housing assistance	444.00
Wittstruck, II, Clifford	Performance	150.00
Woodard, Steven	Housing assistance	102.00
Wostrel, Aaron	Housing assistance	935.00
WWQ & PCA	Membership	300.00
WY State Historical Society	Membership	68.00
Wyoming Law Enforcement Academy	Registration	396.00
Wyoming Machinery	Parts	277.25
Wyoming Peace Officer's Assoc.	Membership	420.00
Wyoming Trial Lawyers	Dues	145.00
	Total	\$1,506,140.97

**Report Checks for January 22, 2018**

Employee Garnishments	Employee deductions	391.65
Internal Revenue Service	Electronic fund transfer	137,460.28
AXA-Equitable	Employee deferred	137.50
ICMA	Electronic fund transfer	2,898.56
Nationwide Insurance	Employee deferred	370.00
Waddell and Reed	Employee deferred	925.00
Waddell and Reed	Section 529 plan	825.00
Great West Retirement	Employee deferred	7,352.50
Great West Retirement	Post tax	200.00
Sweetwater Federal Credit Union	Employee deductions	3,050.00
Flexible Spending Account/BCBS	Employee BCBS flexshare	7,003.32
Wyoming Child Support	Child support payments	3,570.00
	Total	\$164,183.81

Moved by Councilor Wendorf, seconded by Councilor Tate to approve the bills and claims for February 6, 2018. Motion carried unanimously.

**Salaries for January 22, 2018: \$638,770.67**

Moved by Councilor Wendorf, seconded by Councilor Mosbey to approve the salaries for January 22, 2018. Motion carried unanimously.

**NEW BUSINESS**

**Request from the Rock Springs Housing Authority for permission to bid replacement equipment and vehicle**

Moved by Councilor Wendorf, seconded by Councilor Halter to approve the request. Motion carried unanimously.

**Request from the Department of Engineering & Operations to fill a vacant Streets Maintenance Worker I position**

Moved by Councilor Mosbey, seconded by Councilor Shalata to approve the request. Motion carried unanimously.

**Recommendation from the Parks and Recreation Advisory Board to fix an oversight in pricing and better align the cost of the Senior Punch Pass from \$150 to \$100**

Moved by Councilor Halter, seconded by Councilor Wendorf to approve the recommendation. Motion carried unanimously.

**Request from the Police Department for permission to apply for the 2018 State Homeland Security Program (SHSP) Grant**

Moved by Councilor Tate, seconded by Councilor Mosbey to approve the request. Motion carried unanimously.

**Request from Black Rock, Inc. for five malt beverage permits for the Jenkins Music Pool Tournament April 11, 2018, through April 15, 2018, from 7 a.m. – midnight each day at the Sweetwater Events Complex**

Moved by Councilor Tate, seconded by Councilor Armstrong to approve the request. Motion carried unanimously.

**RESOLUTIONS**

**Resolution 2018-11** A RESOLUTION AUTHORIZING CARL R. DEMSHAR, JR., MAYOR, ACTING IN HIS CAPACITY AS CHAIRMAN OF THE ROCK SPRINGS HOUSING BOARD TO APPROVE A REVISION TO THE AUTHORITY'S FLAT RENT SCHEDULE FOR UNITS IN ITS HUD ASSISTED PUBLIC HOUSING PROGRAM, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Mosbey to approve Resolution 2018-11. Upon roll call the following voted in favor: Councilors Mosbey, Tate, Shalata, Halter, Wendorf, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-12** A RESOLUTION ACCEPTING AND APPROVING AN ADDENDUM TO THE 2016-2018 COLLECTIVE LABOR AGREEMENT BETWEEN THE CITY OF ROCK SPRINGS, WYOMING AND THE FIREFIGHTERS LOCAL 1499 I.A.F.F., was read by title.

Moved by Councilor Mosbey, seconded by Councilor Shalata to approve Resolution 2018-12. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-13** A RESOLUTION ACCEPTING AND APPROVING MODIFICATIONS TO THE CURRENT PART TIME AND SEASONAL EMPLOYEE WAGE SCALE, was read by title.

Moved by Councilor Tate, seconded by Councilor Shalata to approve Resolution 2018-13. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-14** A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF CITY CLERK ADMINISTRATIVE ASSISTANT AT PAY GRADE 44, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Tate to approve Resolution 2018-14. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-15 A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF ACCOUNTANT AT PAY GRADE 57, FOR THE CITY OF ROCK SPRINGS, WYOMING,** was read by title.

Moved by Councilor Tate, seconded by Councilor Armstrong to approve Resolution 2018-15. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-16 A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF SENIOR ACCOUNTANT AT PAY GRADE 62, FOR THE CITY OF ROCK SPRINGS, WYOMING,** was read by title.

Moved by Councilor Mosbey, seconded by Councilor Halter to approve Resolution 2018-09. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-17 A RESOLUTION ACCEPTING AND APPROVING A STOP LOSS PROPOSAL WITH HM LIFE INSURANCE COMPANY, TO BE EFFECTIVE MARCH 1, 2018, THROUGH FEBRUARY 28, 2019, AND AUTHORIZING AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE CONTRACT DOCUMENTS ON BEHALF OF THE CITY WHEN THEY ARE RECEIVED,** was read by title.

Moved by Councilor Wendorf, seconded by Councilor Tate to approve Resolution 2018-17. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

#### **ORDINANCES**

**Ordinance 2018-01 AN ORDINANCE CREATING ARTICLE 11-9, "UNION TELEPHONE COMPANY FRANCHISE" WITHIN CHAPTER XI, FRANCHISES AND RIGHT OF WAYS, OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING,** was read by title on third reading.

Moved by Councilor Halter, seconded by Councilor Shalata to approve Ordinance 2018-01. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Armstrong, Halter, and Mayor Demshar. Motion carried unanimously.

**Ordinance 2018-02 AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ROCK SPRINGS FOR A TRACT OF LAND FROM LIGHT INDUSTRIAL (I-1) TO CENTRAL BUSINESS (B-3), ONE (1) TRACT OF 0.27 ACRES AND LOCATED AS HEREBY DESCRIBED IN THE NE ¼ OF SECTION 35, TOWNSHIP 19 NORTH, RANGE 105 WEST OF THE SIXTH PRINCIPAL MERIDIAN IN THE CITY OF ROCK SPRINGS, COUNTY OF SWEETWATER, STATE OF WYOMING,** was read by title on second reading.

**Ordinance 2018-03 AN ORDINANCE AMENDING ARTICLE 7-1, ENTITLED "BUILDING CODE," OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING,** was read by title on second reading.

#### **EXECUTIVE SESSION**

Moved by Councilor Mosbey, seconded by Councilor Halter to move into executive session at 7:32 p.m. Motion carried unanimously.

#### **RECONVENE**

Moved by Councilor Shalata, seconded by Councilor Mosbey to reconvene at 8:11 p.m. Motion carried unanimously.

Moved by Councilor Mosbey, seconded by Councilor Wendorf to allow the City Attorney to take action as discussed in executive session. Motion carried unanimously.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:12 p.m.

By: \_\_\_\_\_  
Council President

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor



*City Council Agenda*

# *Appointments*



TO: Carl R. Demshar, Jr., Mayor  
and City Council Members

FROM: Kristyn Muniz, Administrative Assistant for Mayor and Council

DATE: February 20, 2018

RE: 2018 Boards and Commissions Appointments/Reappointments

I am pleased to submit the following person(s) for appointment or reappointment to our City Boards and Commissions:

**JOINT POWERS WATER BOARD**

Reappointment: John Eddins – 2<sup>nd</sup> Term (1<sup>st</sup> Term Expires on February 28, 2018)

**JOINT TRAVEL & TOURISM BOARD**

Reappointment: Greg Bailey – 3<sup>rd</sup> Term (2<sup>nd</sup> Term Expires on March 7, 2018)

**POLICE CIVIL SERVICE COMMISSION**

Appointment: Jack Adams – 1<sup>st</sup> Term (Filling vacancy created by Mary Sue Simmerman)

**ROCK SPRINGS TRANSPORTATION COMMITTEE**

Reappointment: Joe Manatos – 5<sup>th</sup> Term (4<sup>th</sup> Term Expired on February 18, 2018)



*City Council Agenda*

# ***Presentations and Proclamations***



*City Council Agenda*

# *Public Hearings*



## NOTICE OF APPLICATIONS FOR RENEWAL OF MICROBREWERY, WINERY, RESTAURANT, RETAIL, LIMITED, BAR & GRILL AND RESORT LIQUOR LICENSES

Notice is further given that the following applicants filed renewal applications for the period April 1, 2018, through March 31, 2019, each for a Limited Retail Liquor License, in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the names of said applicants, and the description of the place or premises which the applicants desire to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	American Legion Post #24, dba Archie Hay Post No. 24	551 Broadway; Lots 5, 6, & 7, Block 8, Original Plat
January 25, 2018	Eagles FOE #151, dba Eagles FOE #151	211 B Street; Lot 5, Block 11, Original Plat
January 25, 2018	Elks BPO 624, dba Elks BPO 624	307 C Street; Lots 8 and 9, Block 22, Original Plat
January 25, 2018	Rock Springs Renewal Fund Inc., dba Rock Springs URA	618 Broadway; NE1/4 S35 T19N R105W 6PM

Notice is further given that the following applicant filed a renewal application for the period April 1, 2018, through March 31, 2019, for a Microbrewery Liquor License in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the name of said applicant, and the description of the place or premises which the applicant desires to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Bitter Creek Brewing, LLC dba Bitter Creek Brewing	604 Broadway; Tract of land in the N ½ of NE ¼ of Sec. 35, T19N, R105W of the 6 <sup>th</sup> P.M.

Notice is further given that the following applicant filed a renewal application for the period April 1, 2018, through March 31, 2019, for a Satellite Winery Liquor License in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the name of said applicant, and the description of the place or premises which the applicant desires to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Jackson Hole Winery LLC, dba Jackson Hole Winery	507 Broadway; Part of Lot 12 Block 8 Original Town

Notice is further given that the following applicant filed a renewal application for the period April 1, 2018, through March 31, 2019, for a Bar and Grill Liquor License in the Office of the City Clerk of the City of Rock Springs, Wyoming. The date of filing, the name of said applicant, and the description of the place or premises which the applicant desires to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Rock Springs Restaurant, LLC dba Coyote Creek Steakhouse & Saloon	404 N Street; Lots 1,2,3,4, and 5, Block 15 of the Clark Addition
January 25, 2018	Franklin Restaurant, Inc. dba Lew's	1506 9 <sup>th</sup> Street; Tract in the SE ¼ NW ¼ of Section 25, T19N, R105W, of the 6 P.M.
January 25, 2018	Sapporo Wyoming III, LLC dba Sapporo Japanese Steakhouse	2441 Foothill Blvd.; Outlot OUL8 White Mountain Mall, Rock Springs, Wyoming
January 25, 2018	Concord Neighborhood Corp. dba Applebee's Neighborhood Grill & Bar	2491 Foothill Blvd.; Tract in the SE1/4 of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.

Notice is further given that the following applicants filed renewal applications for the period April 1, 2018, through March 31, 2019, for a Resort Retail Liquor License in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the name of said applicants, and the description of the place or premises which the applicants desire to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Cherrywood LLC dba Old Chicago	1675 Sunset Blvd; Tract in the SE ¼ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Laxmi Hospitality LLC dba Clarion Hotel	2518 Foothill Blvd.; Lot 8 and the southerly 25' of Lot 8A of White Mountain Properties located in the S ½ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.

January 25, 2018 The Outlaw Inn, Inc. dba Best Western Outlaw Inn

1630 Elk Street; Tract in the W ½ of Section 23 T19N R105W of the 6<sup>th</sup> P.M.

Notice is further given that the following applicants filed renewal applications for the period April 1, 2018, through March 31, 2019, for a Restaurant Liquor License in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the names of said applicants, and the description of the place or premises which the applicants desire to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Bitter Creek Brewing, LLC dba Bitter Creek Brewing	604 Broadway; Tract in the N ½ of the N ¼ of Sec. 35, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Inalvez Chavez dba Casa Chavez Mexican Restaurant	744 Pilot Butte Avenue; Lot numbered seventeen (17) in Block numbered two (2) of the North Add.
January 25, 2018	Wonderful House I, LLC dba Wonderful House Restaurant	1676 Sunset Drive; Tract in the SW ¼ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Renegade Partnership dba Renegade Café	1610 Elk Street; Tract in the W ½ of Sec. 23, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Bonsai Restaurant, Inc. dba Bonsai Restaurant	1996 Dewar Drive; Tract in the SW ¼ of Sec. 34, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	High Plains Pizza, Inc. dba Pizza Hut #231	80 Gateway Blvd.; Tract of land in the W ½ of the SE ¼ of Sec. 34, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Nine Iron Grill, Inc. dba 9 Iron Italian Grill	1501 Clubhouse Drive; Tract in the N ½ of Sec. 10, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Super Tortas Mina LLC dba Super Tortas Mina	2506 Foothill Blvd.; T19N R105W Sec 33 Adj Lot 9 White Mountain Properties Commercial
January 25, 2018	Chopstix Asian Bistro, Inc. dba Chopstix Asian Bistro	1313 Dewar Drive; Tract in the SE ¼ of Sec 34 T19N R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Miguel Angel Perez Olvera dba Los Primos Restaurant	443 N Front St., Lot 5 Block 4 Original Town of Rock Springs
January 25, 2018	Faron L Boschetto dba Boschetto's European Market	617 Broadway, Suite D; T19N R105W Sec 35 TR-TR, AJD R5 OT Blk 8
January 25, 2018	Siam King Cuisine, Inc. dba Siam King Cuisine	1681 Sunset Drive; SE1/4S33T19NR105W6PM

Notice is hereby given that the applicants whose names are set forth below filed renewal applications for the period April 1, 2018, through March 31, 2019, each for a Retail Liquor License in the Office of the Clerk of the City of Rock Springs, Wyoming. The date of filing, the names of said applicants, and the description of the place or premises which the applicants desire to use as the place of sale are set forth below as follows:

<u>Date of Filing</u>	<u>Applicant</u>	<u>Description of Premises in Rock Springs, Wyoming</u>
January 25, 2018	Walmart, Inc. dba Walmart #1461	201 Gateway Blvd.; SE ¼ Section 33 SW ¼ Section 34 T19N R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Astro Lounge, Inc. dba Astro Lounge	822 Pilot Butte Avenue; portion of Lots 1 & 2, Block 7, Pilot Butte Addition
January 25, 2018	Smith's Beverage of Wyoming, Inc. dba Smith's Beverage of Wyoming	2531 Foothill Blvd.; Tract in the NE ¼ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Kayar Distributing, Inc. dba Kelly's Convenience Center	1652 Ninth Street; Tract in the NE ¼ of Sec. 25, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	LYNPAJ, Inc., a Wyoming Corporation, dba Bomber's Sports Bar	1549 Elk Street; Tract in the SW ¼ of Sec. 23, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	J.K.S., Inc., a Wyoming Corporation, dba Killpepper's	1030 Dewar Drive; Tract in the SW ¼ of Sec. 35, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Lews Inc., a Wyoming Corporation, dba Sands Buddha Bob's Bar	1549 Ninth Street; Tract in the NE ½ of Sec. 25, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Black Rock, Inc., a Wyoming Corp., dba Saddle-lite Saloon and 24 HR C Store	1704 Elk Street; Tract in the W ½ of Sec. 23, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	The Park, LLC, dba Park Hotel	19 Elk Street; Lots 1, 2, 3, 4, 5 & 6, Block 5, Original Plat
January 25, 2018	Wayne H. Yedinak dba Toastmaster Bar & Liquor	451-453 North Front Street; Lot 3, Block 4, Original Plat, excluding the north 34 feet facing Fifth Street
January 25, 2018	Simba, Inc. dba Club 307	1506 ½ Ninth Street; Tract in the NW ¼ of Sec. 25, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Steven P. West dba Steve's Wyoming Club Bar	131 K Street; Lot 6, Block 8, North Addition
January 25, 2018	NAG, LLC dba Porky's Bar	1250 Dewar Drive; Tract in the SE ¼ of Sec. 34 and 35, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Good Times, Inc. dba Gateway Liquors	2012 Dewar Drive; Tract in the SW ¼ of Sec. 34, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Santa Fe Trail, Inc. dba Santa Fe Southwest Grill	1635 Elk Street; Tract in the W ½ of Sec. 23, T19N, R105W of the 6 <sup>th</sup> P.M.

January 25, 2018	Red Horse Oil Co., Inc. dba Mr. Al's Get N Go	2506 Foothill Blvd.; Tract in the E ¼ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	HA, Inc. dba The Pour House	1521 9 <sup>th</sup> Street; Sec. 25, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Anselmi Arambel, LLC dba Quality Inn	1670 Sunset Drive; Tract in the SE1/4 of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	RHO Properties, LLC dba North Get n Go	1640 Elk Street; Tract in the NW1/4 of Sec. 23, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	KKIDS, Inc. dba Islands	1645 Sunset Drive; Tract in the SW1/4 of Sec. 34, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Pla-Mor Inc. dba OK Bar & Lounge	327 C Street; RS OT, Block 22, Lot 1-2 and 14
January 25, 2018	Wyoming Downs OTB9, LLC dba The Liquor Depot	2201 Foothill Blvd.; Tract in the W1/4 of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	New Albertson's, Inc. dba Albertson's Liquor Store #342	1323 Dewar Drive; Tract in the SE1/4 of Sec. 34, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Petroleum Wholesale, LP dba Sunmart #586	1620 Elk Street; Tract in the W1/2 of Sec. 23, T19N, R105 W of the 6 <sup>th</sup> P.M.
January 25, 2018	Schi Rocks, LLC dba Bareback Saloon	729 Pilot Butte Avenue; Block 8, Lots 6,7 and 8, Pilot Butte Addition
January 25, 2018	JAD, Inc. dba Joe's Liquors	516 Elk Street; Tract adj. to the Pilot Butte Add. in the SW ¼ of Sec. 26, T19N, R105W of the 6 <sup>th</sup> P.M.
January 25, 2018	Empire-RS, Inc. dba Wolf Den Bar	1679 Sunset Blvd.; Tract in the SE ¼ of Sec. 33, T19N, R105W of the 6 <sup>th</sup> P.M.

Protests, if any there be, against the issuance of each and every license, will be heard at the hour of 7 p.m. on the 20<sup>st</sup> day of February, 2018, in the City Council Chambers, 212 D Street, Rock Springs, Wyoming.

Dated this 25th day of January, 2018  
Matthew L. McBurnett, City Clerk

Publication Dates: February 10 & 17, 2018



*City Council Agenda*

# *Petitions*



*City Council Agenda*

# *Officer and Staff Reports*

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**Health Insurance Fund**  
**January 31, 2018**

[illegible]

**Health Insurance Claims**  
For the Period March 1, 2017 through December 31, 2017

Date	Institutional	Professional	Dental	Vision	Drug	Rx Wyo Rebate	Total
3/7/2017	30,678.05	10,566.34	5,195.93	944.00	5,881.14		53,265.46
3/14/2017	-6,374.36	9,678.19	4,340.50	725.00	6,254.90		14,624.23
3/21/2017	35,271.73	13,630.46	5,120.40	762.00	3,535.09		58,319.68
3/28/2017	3,971.68	17,123.92	6,321.92	455.00	8,804.18	-17,193.38	19,483.32
4/4/2017	15,594.89	18,429.26	4,248.95	590.00	7,023.88		45,886.98
4/11/2017	38,931.96	12,563.08	3,588.20	510.00	5,155.20		60,748.44
4/18/2017	23,743.13	21,590.41	6,936.52	455.00	7,351.17		60,076.23
4/25/2017	20,418.62	15,309.26	2,310.80	510.00	5,857.01		44,405.69
5/2/2017	5,958.20	19,840.50	2,577.10	793.00	7,984.44		37,153.24
5/9/2017	4,256.76	11,395.95	5,482.30	1,125.74	5,779.25		28,040.00
5/16/2017	16,117.64	11,021.50	2,895.30	855.00	5,445.67		36,335.11
5/23/2017	7,910.04	9,501.95	2,741.10	160.00	8,619.30		28,932.39
5/30/2017	12,517.94	10,469.01	3,912.40	581.00	4,919.17		32,399.52
6/6/2017	10,420.18	5,905.48	2,355.40	215.00	6,700.68		25,596.74
6/13/2017	10,915.26	36,498.12	2,813.10	595.00	5,076.18		55,897.66
6/20/2017	21,044.78	29,285.93	2,345.88	660.00	4,752.79		58,089.38
6/27/2017	70,836.01	12,590.81	5,505.80	800.00	7,108.88	-37,425.45	59,416.05
7/5/2017	2,295.48	22,086.56	1,140.00	215.00	6,591.07		32,328.11
7/11/2017	4,256.60	7,408.42	1,679.48	0.00	3,171.17		16,515.67
7/18/2017	12,163.55	41,088.59	4,869.08	728.00	4,717.86		63,567.08
7/25/2017	47,188.53	23,636.12	1,513.40	695.00	6,831.18		79,864.23
8/1/2017	13,325.42	20,466.06	1,373.20	1,553.00	4,463.40		41,181.08
8/8/2017	18,098.18	18,848.98	2,687.80	683.00	6,754.07		47,072.03
8/15/2017	12,988.79	8,333.71	1,711.40	455.00	6,271.00		29,759.90
8/22/2017	40,657.77	17,851.49	3,043.48	1,025.00	4,196.14		66,773.88
8/29/2017	34,454.98	49,322.41	1,815.00	915.00	6,043.00		92,550.39
9/5/2017	16,567.81	17,730.21	2,377.64	80.00	6,069.80		42,825.46
9/12/2017	126,871.47	20,371.33	1,032.80	535.00	9,769.27		158,579.87
9/19/2017	2,095.60	19,100.19	3,456.30	160.00	5,521.86		30,333.95
9/26/2017	39,686.49	47,316.84	3,304.18	1,333.00	6,045.82	-31,248.72	66,437.61
10/3/2017	6,257.38	19,207.03	2,871.20	878.00	5,931.70		35,145.31
10/10/2017	27,949.56	20,348.51	1,820.80	80.00	2,677.31		52,876.18
10/17/2017	30,740.50	21,285.69	2,737.00	560.00	3,977.45		59,300.64
10/24/2017	42,209.26	16,677.36	2,292.30	390.00	5,693.06		67,261.98
10/31/2017	8,545.02	35,299.99	1,629.00	350.00	5,642.80		51,466.81
11/7/2017	12,093.28	18,367.57	415.20	215.00	3,820.48		34,911.53
11/14/2017	22,839.49	45,472.67	1,719.40	140.00	10,504.54		80,676.10
11/21/2017	44,377.80	17,459.73	4,560.30	820.00	3,089.66		70,307.49
11/28/2017	33,875.33	9,225.01	2,172.32	193.00	6,169.76		51,635.42
12/5/2017	9,755.32	20,748.60	2,940.40	1,021.00	4,981.33		39,446.65
12/12/2017	25,613.95	24,136.62	3,051.90	468.98	5,034.26		58,305.71
12/19/2017	101,854.66	22,357.23	2,448.00	1,095.00	6,740.56		134,495.45
12/26/2017	10,538.32	21,436.85	4,417.46	615.00	4,419.18	-41,841.78	-414.97
1/2/2018	5,047.11	29,105.10	1,127.80	160.00	7,599.63	-414.97	42,624.67
1/9/2018	63,076.36	35,396.13	2,174.70	375.00	3,759.01		104,781.20
1/16/2018	16,083.58	15,824.82	2,439.40	1,040.00	5,514.22		40,902.02
1/23/2018	7,070.64	16,138.43	4,068.60	1,202.96	8,854.01		37,334.64
1/30/2018	20,076.08	15,854.93	3,438.51	310.00	9,536.54		49,216.06
							0.00
<b>Total</b>	<b>1,180,866.82</b>	<b>983,303.35</b>	<b>145,019.65</b>	<b>29,026.68</b>	<b>286,640.07</b>	<b>-128,124.30</b>	<b>2,496,732.27</b>

City of Rock Springs  
General Fund  
Financial Report Summary  
For the Month Ending January 31, 2018

	January	Actual YTD	%Rec YTD	Annual Budgeted	YTD Budgeted	% Bud
Revenues	\$3,579,715.92	\$20,075,789.30	71.97%	\$27,893,608.44	16,271,271.59	58.33%
Expenditures	\$2,119,842.03	\$17,060,886.50				
Encumbrances		1,838,667.15	53.06%	35,619,549.75	20,778,070.69	58.33%
Net Revenues Over Expend	1,459,873.89	1,176,235.65		(7,725,941.31)	(1,931,485.33)	
Cash on Hand 1-31-18		\$5,864,933.15				
General Fund Investments			Mat Date			
Commerce Bank		1,000,000.00	3/23/2018	0.80%		
Commerce Bank		1,000,000.00	10/28/2018	0.75%		
Commerce Bank		50,000.00	6/30/2018	2.00%		
Federal Home Ln Mtg Corp		493,210.00	11/24/2021			
Federal Home Loan Banks		388,564.00	10/26/2020			
Federal Farm Credit Bank		484,320.00	4/25/2022			
CDs Insured To FDIC Limits		39,970.52	Various			
1st Bank North Side		2,500,000.00	2/12/2018	0.55%		
Total Investments		5,956,064.52				
Total Pledged Collateral		62,462,389.53				
Cash Reserve Investments						
CDs Insured To FDIC Limits -						
Various Maturities		2,141,645.68				
Piper Jaffray Money Market		65,185.14				
Federal National Mtg Assn 4/28/2021		487,795.00				
Federal Home Loan Bank 10/22/18		497,800.00				
Federal Home Loan Bank 9/25/2019		296,475.00				
Federal Home Loan Bank 9/25/2020		294,708.00				
Federal Home Ln Mtg 11/15/2022		484,800.00				
Cash Reserve - Cash		5,227,426.50				
Total Cash & Investments in Cash Reserve		<u>9,495,835.32</u>				



# City of Rock Springs

## Budget Revenue Report

To Date: 01/31/2018

From Account:

To Account:

Run Date: 02/16/2018

User: matt\_mcburnett

Report by: Fund, Class

Segments	YTD Budget	Total Budget	MTD Rev.	YTD Rev.	YTD Variance	YTD % Total	Variance	Total %
<b>110 : General Fund</b>								
Taxes :	3,055,231.00	3,055,231.00	611,936.53	2,571,822.02	483,408.98	15.82%	483,408.98	15.82%
Licenses & Permits :	421,575.00	421,575.00	17,472.00	346,002.03	75,572.97	17.93%	75,572.97	17.93%
Miscellaneous Revenues :	1,263,895.56	1,263,895.56	106,816.85	955,944.10	307,951.46	24.36%	307,951.46	24.36%
Intergovernmental Revenue :	19,935,344.88	19,935,344.88	2,688,971.24	14,907,552.24	5,027,792.64	25.22%	5,027,792.64	25.22%
Charges for Services :	1,457,750.00	1,457,750.00	101,166.40	728,917.73	728,832.27	50.00%	728,832.27	50.00%
Fines & Forfeitures :	346,500.00	346,500.00	38,519.00	245,352.38	101,147.62	29.19%	101,147.62	29.19%
Transfers :	1,413,312.00	1,413,312.00	14,833.90	320,198.80	1,093,113.20	77.34%	1,093,113.20	77.34%
<b>SubTotal : 110 : General Fund</b>	<b>27,893,608.44</b>	<b>27,893,608.44</b>	<b>3,579,715.92</b>	<b>20,075,789.30</b>	<b>7,817,819.14</b>	<b>28.03%</b>	<b>7,817,819.14</b>	<b>28.03%</b>
<b>112 : Road Impact Fee Fund</b>								
Miscellaneous Revenues :	200.00	200.00	0.00	0.00	200.00	100.00%	200.00	100.00%
Charges for Services :	100.00	100.00	0.00	0.00	100.00	100.00%	100.00	100.00%
<b>SubTotal : 112 : Road Impact Fee Fund</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>100.00%</b>	<b>300.00</b>	<b>100.00%</b>
<b>113 : Health Insurance Fund</b>								
Miscellaneous Revenues :	3,905,000.00	3,905,000.00	317,832.86	2,424,584.41	1,480,415.59	37.91%	1,480,415.59	37.91%
<b>SubTotal : 113 : Health Insurance Fund</b>	<b>3,905,000.00</b>	<b>3,905,000.00</b>	<b>317,832.86</b>	<b>2,424,584.41</b>	<b>1,480,415.59</b>	<b>37.91%</b>	<b>1,480,415.59</b>	<b>37.91%</b>
<b>115 : Reserves For General Fund</b>								
Transfers :	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	75,000.00	100.00%
<b>SubTotal : 115 : Reserves For General Fund</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>100.00%</b>	<b>75,000.00</b>	<b>100.00%</b>
<b>130 : Sewer Fund</b>								
Miscellaneous Revenues :	170,015.00	170,015.00	8,237.08	86,077.22	83,937.78	49.37%	83,937.78	49.37%
Intergovernmental Revenue :	3,219,725.84	3,219,725.84	0.00	1,978,924.74	1,240,801.10	38.54%	1,240,801.10	38.54%
Charges for Services :	4,816,000.00	4,816,000.00	434,391.16	3,132,437.20	1,683,562.80	34.96%	1,683,562.80	34.96%
Fines & Forfeitures :	500.00	500.00	0.00	0.00	500.00	100.00%	500.00	100.00%
<b>SubTotal : 130 : Sewer Fund</b>	<b>8,206,240.84</b>	<b>8,206,240.84</b>	<b>442,628.24</b>	<b>5,197,439.16</b>	<b>3,008,801.68</b>	<b>36.66%</b>	<b>3,008,801.68</b>	<b>36.66%</b>
<b>135 : Sewer Depreciation Fund</b>								
Miscellaneous Revenues :	25,000.00	25,000.00	-27,137.65	-45,033.37	70,033.37	280.13%	70,033.37	280.13%
<b>SubTotal : 135 : Sewer Depreciation Fund</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>-27,137.65</b>	<b>-45,033.37</b>	<b>70,033.37</b>	<b>280.13%</b>	<b>70,033.37</b>	<b>280.13%</b>
<b>150 : Water Fund</b>								
Miscellaneous Revenues :	75,717.20	75,717.20	5,928.73	52,666.61	23,050.59	30.44%	23,050.59	30.44%
Intergovernmental Revenue :	3,485,936.31	3,485,936.31	0.00	4,394,446.89	-908,510.58	-26.06%	-908,510.58	-26.06%
Charges for Services :	6,034,000.00	6,034,000.00	356,604.52	4,722,853.83	1,311,146.17	21.73%	1,311,146.17	21.73%
<b>SubTotal : 150 : Water Fund</b>	<b>9,595,653.51</b>	<b>9,595,653.51</b>	<b>362,533.25</b>	<b>9,169,967.33</b>	<b>425,686.18</b>	<b>4.44%</b>	<b>425,686.18</b>	<b>4.44%</b>
<b>155 : Water Depreciation Fund</b>								
Transfers :	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	150,000.00	100.00%

Segments	YTD Budget	Total Budget	MTD Rev.	YTD Rev.	YTD Variance	YTD %	Total Variance	Total %
<b>SubTotal : 155 : Water Depreciation Fund</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>100.00%</b>	<b>150,000.00</b>	<b>100.00%</b>
<b>215 : CAP Projects</b>								
Intergovernmental Revenue :	263,443.00	263,443.00	0.00	84,937.29	178,505.71	67.76%	178,505.71	67.76%
<b>SubTotal : 215 : CAP Projects</b>	<b>263,443.00</b>	<b>263,443.00</b>	<b>0.00</b>	<b>84,937.29</b>	<b>178,505.71</b>	<b>67.76%</b>	<b>178,505.71</b>	<b>67.76%</b>
<b>250 : Public Housing</b>								
Miscellaneous Revenues :	389,300.00	389,300.00	31,957.90	215,507.33	173,792.67	44.64%	173,792.67	44.64%
Intergovernmental Revenue :	275,000.00	275,000.00	18,395.00	139,636.00	135,364.00	49.22%	135,364.00	49.22%
Transfers :	262,843.00	262,843.00	0.00	84,937.29	177,905.71	67.68%	177,905.71	67.68%
<b>SubTotal : 250 : Public Housing</b>	<b>927,143.00</b>	<b>927,143.00</b>	<b>50,352.90</b>	<b>440,080.62</b>	<b>487,062.38</b>	<b>52.53%</b>	<b>487,062.38</b>	<b>52.53%</b>
<b>295 : Section 8 Vouchers Program</b>								
Miscellaneous Revenues :	150.00	150.00	6.74	217.73	-67.73	-45.15%	-67.73	-45.15%
Intergovernmental Revenue :	384,195.00	384,195.00	27,725.00	162,987.00	221,208.00	57.58%	221,208.00	57.58%
<b>SubTotal : 295 : Section 8 Vouchers Program</b>	<b>384,345.00</b>	<b>384,345.00</b>	<b>27,731.74</b>	<b>163,204.73</b>	<b>221,140.27</b>	<b>57.54%</b>	<b>221,140.27</b>	<b>57.54%</b>
<b>550 : Combined Improvement District Fund</b>								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
<b>SubTotal : 550 : Combined Improvement District Fund</b>	<b>50.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.00%</b>	<b>50.00</b>	<b>100.00%</b>
<b>552 : Lid #109 Bond Fund</b>								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
<b>SubTotal : 552 : Lid #109 Bond Fund</b>	<b>50.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.00%</b>	<b>50.00</b>	<b>100.00%</b>
<b>556 : Lid #118 Bond Fund</b>								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
<b>SubTotal : 556 : Lid #118 Bond Fund</b>	<b>50.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.00%</b>	<b>50.00</b>	<b>100.00%</b>
<b>559 : Lid #119 Bond Fund</b>								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
<b>SubTotal : 559 : Lid #119 Bond Fund</b>	<b>50.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.00%</b>	<b>50.00</b>	<b>100.00%</b>
<b>Grand Total :</b>	<b>51,425,933.79</b>	<b>51,425,933.79</b>	<b>4,753,657.26</b>	<b>37,510,969.47</b>	<b>13,914,964.32</b>	<b>27.06%</b>	<b>13,914,964.32</b>	<b>27.06%</b>

# City of Rock Springs

## Authorized Spending Report

To Date: 01/31/2018

From Account:

To Account:

Run Date: 02/16/2018

User: matt\_mcburnett

Report by: Fund, Division

Segments	YTD Budget	Total Budget	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	YTD Avai.	YTD %	Total Avai.	Total %
<b>110 : General Fund</b>										
1101 : Mayor/Council	337,325.00	337,325.00	24,675.63	193,145.40	0.00	180.00	143,999.60	42.69%	143,999.60	42.69%
1102 : City Attorney	437,600.00	437,600.00	34,430.27	230,917.65	0.00	0.00	206,682.35	47.23%	206,682.35	47.23%
1103 : Finance/Administration	1,023,950.00	1,023,950.00	55,976.99	529,206.69	0.00	41,950.00	452,793.31	44.22%	452,793.31	44.22%
1104 : City Buildings	400,827.18	400,827.18	15,952.94	169,915.50	0.00	0.00	230,911.68	57.61%	230,911.68	57.61%
1105 : Municipal Court	333,197.25	333,197.25	24,893.53	173,378.08	0.00	0.00	159,819.17	47.96%	159,819.17	47.96%
1106 : Urban Renewal/Main Street	274,425.00	274,425.00	23,644.14	159,839.46	0.00	0.00	114,585.54	41.76%	114,585.54	41.76%
1107 : Information Technology	767,744.00	767,744.00	28,769.54	424,637.18	-1,479.84	19,805.00	324,781.66	42.30%	324,781.66	42.30%
1109 : Human Resources	164,577.00	164,577.00	13,884.99	96,098.64	0.00	0.00	68,478.36	41.61%	68,478.36	41.61%
1201 : Police Department	8,431,647.25	8,431,647.25	513,385.90	4,407,187.47	6,560.00	655,500.27	3,362,399.51	39.88%	3,362,399.51	39.88%
1202 : Animal Control	318,870.06	318,870.06	23,932.35	187,312.83	0.00	0.00	131,557.23	41.26%	131,557.23	41.26%
1204 : Emergency Management	324,324.42	324,324.42	389.87	64,724.76	0.00	15,000.00	244,599.66	75.42%	244,599.66	75.42%
1205 : Fire Department	4,831,208.18	4,831,208.18	410,241.94	2,801,202.62	0.00	14,519.41	2,015,486.15	41.72%	2,015,486.15	41.72%
1301 : Administration/Engineering	789,583.66	789,583.66	40,681.62	284,824.80	0.00	83,103.18	421,655.68	53.40%	421,655.68	53.40%
1303 : Street Department	5,829,237.55	5,829,237.55	125,181.81	1,325,271.91	10,879.69	503,039.48	3,990,046.47	68.45%	3,990,046.47	68.45%
1304 : Cemetery	608,746.50	608,746.50	24,832.14	263,085.53	0.00	1,449.70	344,211.27	56.54%	344,211.27	56.54%
1401 : Parks	1,201,851.18	1,201,851.18	59,898.04	592,759.75	281.70	0.00	608,809.73	50.66%	608,809.73	50.66%
1402 : Golf Course	1,799,218.61	1,799,218.61	73,772.10	855,361.05	44,477.89	213,733.94	685,645.73	38.11%	685,645.73	38.11%
1404 : Civic Center	1,250,402.59	1,250,402.59	83,569.21	648,776.83	0.00	1,842.48	599,783.28	47.97%	599,783.28	47.97%
1405 : Indoor Recreation Center	2,676,339.75	2,676,339.75	206,171.43	1,477,832.95	400.00	14,352.82	1,183,753.98	44.23%	1,183,753.98	44.23%
1501 : Non-Departmental	1,999,982.16	1,999,982.16	199,876.16	1,219,164.50	0.00	244,972.37	535,845.29	26.79%	535,845.29	26.79%
1901 : Public Services Administration/Planning	557,542.50	557,542.50	35,569.07	271,954.67	0.00	29,217.50	256,370.33	45.98%	256,370.33	45.98%
1902 : Building Inspections	416,100.00	416,100.00	34,310.64	236,247.45	0.00	1.00	179,851.55	43.22%	179,851.55	43.22%
1903 : Vehicle Maintenance	629,080.00	629,080.00	50,305.03	355,531.65	0.00	0.00	273,548.35	43.48%	273,548.35	43.48%
3401 : RS Historical Museum	215,769.91	215,769.91	15,496.69	92,509.13	525.31	0.00	122,735.47	56.88%	122,735.47	56.88%
<b>SubTotal : 110 : General Fund</b>	<b>35,619,549.75</b>	<b>35,619,549.75</b>	<b>2,119,842.03</b>	<b>17,060,886.50</b>	<b>61,644.75</b>	<b>1,838,667.15</b>	<b>16,658,351.35</b>	<b>46.77%</b>	<b>16,658,351.35</b>	<b>46.77%</b>
<b>112 : Road Impact Fee Fund</b>										
1702 : Capital Improvements Street Construction	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	100.00%	20,000.00	100.00%

Segments	YTD Budget	Total Budget	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	YTD Avai.	YTD %	Total Avai.	Total %
<b>SubTotal : 112 : Road Impact Fee Fund</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>100.00%</b>	<b>20,000.00</b>	<b>100.00%</b>
<b>113 : Health Insurance Fund</b>										
1801 : Health Insurance	4,173,000.00	4,173,000.00	286,930.55	2,227,092.66	0.00	0.00	1,945,907.34	46.63%	1,945,907.34	46.63%
<b>SubTotal : 113 : Health Insurance Fund</b>	<b>4,173,000.00</b>	<b>4,173,000.00</b>	<b>286,930.55</b>	<b>2,227,092.66</b>	<b>0.00</b>	<b>0.00</b>	<b>1,945,907.34</b>	<b>46.63%</b>	<b>1,945,907.34</b>	<b>46.63%</b>
<b>115 : Reserves For General Fund</b>										
1103 : Finance/Administration	1,204,612.00	1,204,612.00	0.00	204,612.00	0.00	0.00	1,000,000.00	83.01%	1,000,000.00	83.01%
<b>SubTotal : 115 : Reserves For General Fund</b>	<b>1,204,612.00</b>	<b>1,204,612.00</b>	<b>0.00</b>	<b>204,612.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>83.01%</b>	<b>1,000,000.00</b>	<b>83.01%</b>
<b>120 : Governmental Capital Assets</b>										
0000 : No Division	0.00	0.00	0.00	-19,945.00	0.00	0.00	19,945.00	0.00%	19,945.00	0.00%
<b>SubTotal : 120 : Governmental Capital Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-19,945.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,945.00</b>	<b>0.00%</b>	<b>19,945.00</b>	<b>0.00%</b>
<b>130 : Sewer Fund</b>										
0000 : No Division	0.00	0.00	0.00	-801,752.55	0.00	0.00	801,752.55	0.00%	801,752.55	0.00%
1108 : Sewer/Water Administration	303,650.00	303,650.00	14,755.62	134,935.91	0.00	0.00	168,714.09	55.56%	168,714.09	55.56%
1601 : Wastewater Treatment Plant	14,599,737.17	14,599,737.17	852,075.40	7,661,220.36	0.00	1,698,855.76	5,239,661.05	35.89%	5,239,661.05	35.89%
<b>SubTotal : 130 : Sewer Fund</b>	<b>14,903,387.17</b>	<b>14,903,387.17</b>	<b>866,831.02</b>	<b>6,994,403.72</b>	<b>0.00</b>	<b>1,698,855.76</b>	<b>6,210,127.69</b>	<b>41.67%</b>	<b>6,210,127.69</b>	<b>41.67%</b>
<b>150 : Water Fund</b>										
0000 : No Division	0.00	0.00	0.00	-63,236.68	0.00	0.00	63,236.68	0.00%	63,236.68	0.00%
1108 : Sewer/Water Administration	4,189,950.00	4,189,950.00	176,465.94	2,237,054.63	0.00	0.00	1,952,895.37	46.61%	1,952,895.37	46.61%
3302 : Water Operations & Maintenance	8,990,482.91	8,990,482.91	105,179.54	6,075,587.16	835.62	1,107,061.57	1,806,998.56	20.10%	1,806,998.56	20.10%
<b>SubTotal : 150 : Water Fund</b>	<b>13,180,432.91</b>	<b>13,180,432.91</b>	<b>281,645.48</b>	<b>8,249,405.11</b>	<b>835.62</b>	<b>1,107,061.57</b>	<b>3,823,130.61</b>	<b>29.01%</b>	<b>3,823,130.61</b>	<b>29.01%</b>
<b>215 : CAP Projects</b>										
3525 : CAP Projects	263,443.00	263,443.00	0.00	84,937.29	0.00	0.00	178,505.71	67.76%	178,505.71	67.76%
<b>SubTotal : 215 : CAP Projects</b>	<b>263,443.00</b>	<b>263,443.00</b>	<b>0.00</b>	<b>84,937.29</b>	<b>0.00</b>	<b>0.00</b>	<b>178,505.71</b>	<b>67.76%</b>	<b>178,505.71</b>	<b>67.76%</b>
<b>250 : Public Housing</b>										
3501 : Public Housing Administration	425,413.00	425,413.00	37,169.15	226,781.43	0.00	0.00	198,631.57	46.69%	198,631.57	46.69%
3502 : Public Housing Maintenance	501,420.00	501,420.00	22,558.65	193,861.29	0.00	0.00	307,558.71	61.34%	307,558.71	61.34%
<b>SubTotal : 250 : Public Housing</b>	<b>926,833.00</b>	<b>926,833.00</b>	<b>59,727.80</b>	<b>420,642.72</b>	<b>0.00</b>	<b>0.00</b>	<b>506,190.28</b>	<b>54.62%</b>	<b>506,190.28</b>	<b>54.62%</b>
<b>295 : Section 8 Vouchers Program</b>										
3508 : Section 8 Vouchers Program	384,345.00	384,345.00	31,070.55	227,528.64	0.00	0.00	156,816.36	40.80%	156,816.36	40.80%

Segments	YTD Budget	Total Budget	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	YTD Avai.	YTD %	Total Avai.	Total %
SubTotal : 295 : Section 8 Vouchers Program	384,345.00	384,345.00	31,070.55	227,528.64	0.00	0.00	156,816.36	40.80%	156,816.36	40.80%
Grand Total :	70,675,602.83	70,675,602.83	3,646,047.43	35,449,563.64	62,480.37	4,644,584.48	30,518,974.34	43.18%	30,518,974.34	43.18%



CITY OF ROCK SPRINGS  
ANIMAL CONTROL  
2017 YEARLY REPORT  
CITY + COUNTY

2017

Date	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>Total Impounds</b>													
DOGS	27	38	52	46	59	55	38	41	36	52	32	31	507
PUPPIES	7	3	7	5	2	3	5	13	1	16	4	9	75
CATS	18	29	21	35	45	36	22	28	25	43	41	31	374
KITTENS	4	2	0	2	44	25	22	55	75	73	17	7	326
MISC.	1	1	3	5	49	12	10	18	16	10	7	0	132
<b>TOTAL</b>	<b>57</b>	<b>73</b>	<b>83</b>	<b>93</b>	<b>199</b>	<b>131</b>	<b>97</b>	<b>155</b>	<b>153</b>	<b>194</b>	<b>101</b>	<b>78</b>	<b>1414</b>

<b>Reclaimed By Owners</b>													
DOGS	15	17	38	33	30	34	25	35	26	22	19	16	310
PUPPIES	5	1	5	3	1	0	2	4	1	4	2	2	30
CATS	3	14	1	5	4	1	3	0	1	4	3	5	44
KITTENS	0	2	0	0	0	0	0	1	1	0	0	0	4
MISC.	0	0	0	0	0	0	0	1	1	0	0	0	2
<b>TOTAL</b>	<b>23</b>	<b>34</b>	<b>44</b>	<b>41</b>	<b>35</b>	<b>35</b>	<b>30</b>	<b>41</b>	<b>30</b>	<b>30</b>	<b>24</b>	<b>23</b>	<b>390</b>

<b>Adoptions</b>													
DOGS	12	21	13	12	28	20	13	5	9	19	12	10	174
PUPPIES	2	1	2	2	1	0	3	9	0	11	2	6	39
CATS	15	14	13	6	19	20	10	9	11	22	12	19	170
KITTENS	4	2	0	1	23	13	4	36	34	43	11	5	176
MISC.	0	0	1	0	0	0	1	0	3	0	0	0	5
<b>TOTAL</b>	<b>33</b>	<b>38</b>	<b>29</b>	<b>21</b>	<b>71</b>	<b>53</b>	<b>31</b>	<b>59</b>	<b>57</b>	<b>95</b>	<b>37</b>	<b>40</b>	<b>564</b>

<b>Euthanasia</b>													
DOGS	0	1	0	0	1	1	0	0	0	6	1	3	13
PUPPIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CATS	0	0	1	21	20	0	0	6	0	8	3	4	63
KITTENS	0	0	0	1	21	12	0	5	7	9	3	0	58
FERAL CATS	0	15	6	0	0	14	6	8	8	4	15	1	77
FERAL KITTENS	0	0	0	0	0	0	7	3	9	2	4	2	27
MISC.	1	0	0	0	0	5	1	6	6	4	1	0	24
<b>TOTAL</b>	<b>1</b>	<b>16</b>	<b>7</b>	<b>22</b>	<b>42</b>	<b>32</b>	<b>14</b>	<b>28</b>	<b>30</b>	<b>33</b>	<b>27</b>	<b>10</b>	<b>262</b>

RESPECTFULLY SUBMITTED,

X   
CHIEF OF POLICE DWANE PACHECO

*mm*



ROCK SPRINGS  
ANIMAL CONTROL  
YEARLY REPORT  
COUNTY ONLY

2017

Date	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>Total Impounds</b>													
DOGS	5	14	10	11	16	8	7	10	7	13	5	9	115
PUPPIES	1	1	2	3	2	0	1	0	1	11	2	0	24
CATS	5	10	6	10	10	5	2	1	6	9	6	4	74
KITTENS	0	2	0	0	17	3	0	6	35	11	5	5	84
MISC.	0	1	0	0	0	2	0	0	3	0	0	0	6
<b>TOTAL</b>	<b>11</b>	<b>28</b>	<b>18</b>	<b>24</b>	<b>45</b>	<b>18</b>	<b>10</b>	<b>17</b>	<b>52</b>	<b>44</b>	<b>18</b>	<b>18</b>	<b>303</b>

<b>Reclaimed By Owners</b>													
DOGS	1	6	10	9	11	7	5	10	5	6	1	8	79
PUPPIES	1	0	2	3	1	0	0	0	1	1	0	0	9
CATS	0	0	0	2	1	0	1	0	1	0	0	0	5
KITTENS	0	0	0	0	0	0	0	1	1	0	0	0	2
MISC.	0	1	0	0	0	0	0	0	1	0	0	0	2
<b>TOTAL</b>	<b>2</b>	<b>7</b>	<b>12</b>	<b>14</b>	<b>13</b>	<b>7</b>	<b>6</b>	<b>11</b>	<b>9</b>	<b>7</b>	<b>1</b>	<b>8</b>	<b>97</b>

<b>Adoptions</b>													
DOGS	4	8	0	2	5	1	2	0	1	6	4	0	33
PUPPIES	0	1	0	0	1	0	1	0	0	10	2	0	15
CATS	5	2	2	1	3	0	1	1	3	5	1	4	28
KITTENS	0	2	0	0	2	1	0	3	7	9	2	3	29
MISC.	0	0	0	0	0	0	0	0	2	0	0	0	2
<b>TOTAL</b>	<b>9</b>	<b>13</b>	<b>2</b>	<b>3</b>	<b>11</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>13</b>	<b>30</b>	<b>9</b>	<b>7</b>	<b>107</b>

<b>Euthanasia</b>													
DOGS	0	0	0	0	0	0	0	0	0	1	0	1	2
PUPPIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CATS	0	0	0	7	6	0	0	0	0	1	0	0	14
KITTENS	0	0	0	0	15	2	0	0	7	1	0	0	25
FERAL CATS	0	8	4	0	0	5	0	0	2	2	5	0	26
FERAL KITTENS	0	0	0	0	0	0	0	1	5	0	3	2	11
MISC.	0	0	0	0	0	2	0	0	0	0	0	0	2
<b>TOTAL</b>	<b>0</b>	<b>8</b>	<b>4</b>	<b>7</b>	<b>21</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>14</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>80</b>

RESPECTFULLY SUBMITTED,

X   
CHIEF OF POLICE DWANE PACHECO





ROCK SPRINGS  
ANIMAL CONTROL  
YEARLY REPORT  
CITY ONLY

2017

Date	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>Total Impounds</b>													
DOGS	22	24	42	35	43	47	31	31	29	39	27	22	392
PUPPIES	6	2	5	2	0	3	4	13	0	5	2	9	51
CATS	13	19	15	25	35	31	20	27	19	34	35	27	300
KITTENS	4	0	0	2	27	22	22	49	40	62	12	2	242
MISC.	1	0	3	5	49	10	10	18	13	10	7	0	126
<b>TOTAL</b>	<b>46</b>	<b>45</b>	<b>65</b>	<b>69</b>	<b>154</b>	<b>113</b>	<b>87</b>	<b>138</b>	<b>101</b>	<b>150</b>	<b>83</b>	<b>60</b>	<b>1111</b>

<b>Reclaimed By Owners</b>													
DOGS	14	11	28	24	19	27	20	25	21	16	18	8	231
PUPPIES	4	1	3	0	0	0	2	4	0	3	2	2	21
CATS	3	0	1	3	3	1	2	0	0	4	3	5	25
KITTENS	0	0	0	0	0	0	0	0	0	0	0	0	0
MISC.	0	0	0	0	0	0	0	1	0	0	0	0	1
<b>TOTAL</b>	<b>21</b>	<b>12</b>	<b>32</b>	<b>27</b>	<b>22</b>	<b>28</b>	<b>24</b>	<b>30</b>	<b>21</b>	<b>23</b>	<b>23</b>	<b>15</b>	<b>278</b>

<b>Adoptions</b>													
DOGS	8	13	13	10	23	19	11	5	8	13	8	10	141
PUPPIES	2	0	2	2	0	0	2	9	0	1	0	6	24
CATS	10	12	11	5	16	20	9	8	8	17	11	15	142
KITTENS	4	0	0	1	21	12	4	33	27	34	9	2	147
MISC.	0	0	1	0	0	0	1	0	1	0	0	0	3
<b>TOTAL</b>	<b>24</b>	<b>25</b>	<b>27</b>	<b>18</b>	<b>60</b>	<b>51</b>	<b>27</b>	<b>55</b>	<b>44</b>	<b>65</b>	<b>28</b>	<b>33</b>	<b>457</b>

<b>Euthanasia</b>													
DOGS	0	1	0	0	1	1	0	0	0	5	1	2	11
PUPPIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CATS	0	0	1	14	14	0	0	6	0	7	3	4	49
KITTENS	0	0	0	1	6	10	0	5	0	8	3	0	33
FERAL CATS	0	7	2	0	0	9	6	8	6	2	10	1	51
FERAL KITTENS	0	0	0	0	0	0	7	2	4	2	1	0	16
MISC.	1	0	0	0	0	3	1	6	6	4	1	0	22
<b>TOTAL</b>	<b>1</b>	<b>8</b>	<b>3</b>	<b>15</b>	<b>21</b>	<b>23</b>	<b>14</b>	<b>27</b>	<b>16</b>	<b>28</b>	<b>19</b>	<b>7</b>	<b>182</b>

<b>ANIMAL BITES</b>													
<b>TOTAL</b>	<b>7</b>	<b>4</b>	<b>0</b>	<b>6</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>5</b>	<b>40</b>

<b>CITATIONS</b>													
KIGGINS	2	1	0	2	0	0	3	2	1	2	0	0	13
PICKRELL	0	1	0	8	0	1	0	6	1	5	0	3	25
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>8</b>	<b>2</b>	<b>7</b>	<b>0</b>	<b>3</b>	<b>38</b>

RESPECTFULLY SUBMITTED,

x   
CHIEF OF POLICE DWANE PACHECO







ROCK SPRINGS  
ANIMAL CONTROL  
MONTHLY REPORT

January 2018

**TOTAL IMPOUNDS**

DOGS	37
PUPPIES	1
CATS	16
KITTENS	7
MISC.	2
<b>TOTAL</b>	<b>63</b>

**RECLAIMED BY OWNER**

DOGS	21
PUPPIES	0
CATS	0
KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>21</b>

**ADOPTIONS**

DOGS	16
PUPPIES	1
CATS	13
KITTENS	5
MISC.	1
<b>TOTAL</b>	<b>36</b>

**EUTHANASIA**

DOGS	0
PUPPIES	0
CATS	1
KITTENS	0
FERAL CATS	1
FERAL KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>2</b>

**ANIMAL BITES**

<b>TOTAL</b>	<b>0</b>
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**CITATIONS**

KIGGINS	0
COLLINS	0
SMITH	0

<b>TOTAL</b>	<b>0</b>
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**Sweetwater County  
TOTAL IMPOUNDS**

DOGS	9
PUPPIES	0
CATS	2
KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>11</b>

**RECLAIMED BY OWNER**

DOGS	3
PUPPIES	0
CATS	0
KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>3</b>

**ADOPTIONS**

DOGS	6
PUPPIES	0
CATS	1
KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>7</b>

**EUTHANASIA**

DOGS	0
PUPPIES	0
CATS	0
KITTENS	0
FERAL CATS	1
FERAL KITTENS	0
MISC.	0
<b>TOTAL</b>	<b>1</b>

RESPECTFULLY SUBMITTED,

X

CHIEF OF POLICE, DWANE PACHECO

8:02 PM

02/02/18

Accrual Basis

**Rock Springs Renewal Fund**  
**Balance Sheet**  
As of December 31, 2017

	<u>Dec 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Bank - Petty Cash	500.00
BnB - RMB	17,474.34
RSRF - Commerce Bank	2,557.77
RSRF - RSNB	11,060.20
Theater - 1st Bank	4,181.54
<b>Total Checking/Savings</b>	<u>35,773.85</u>
<b>Total Current Assets</b>	35,773.85
<b>Fixed Assets</b>	
Accumulated Depreciation	-171.00
Building Improvements	17,775.00
<b>Total Fixed Assets</b>	<u>17,604.00</u>
<b>TOTAL ASSETS</b>	<u><u>53,377.85</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Rental Assistance Grants - Paya	1,275.00
<b>Total Other Current Liabilities</b>	<u>1,275.00</u>
<b>Total Current Liabilities</b>	<u>1,275.00</u>
<b>Total Liabilities</b>	1,275.00
<b>Equity</b>	
Unrestricted Net Assets	71,556.16
Net Income	-19,453.31
<b>Total Equity</b>	<u>52,102.85</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>53,377.85</u></u>

8:00 PM

02/02/18

Accrual Basis

# Rock Springs Renewal Fund

## Profit & Loss YTD Comparison

### December 2017

	Dec 17	Jan - Dec 17
<b>Ordinary Income/Expense</b>		
Income		
Credit Card Income	306.31	3,624.58
Donations	3,697.00	7,197.00
Fundraising Income	2,449.25	77,107.76
Grants	9,938.50	29,417.75
Other Income	4,558.05	10,567.43
Theater Income	2,722.80	17,352.17
Venue Deposit/Reimbursement	0.00	9,165.16
<b>Total Income</b>	<b>23,671.91</b>	<b>154,431.85</b>
Expense		
Accounting Fees	0.00	1,800.00
Advertising	380.60	12,538.98
Bank Service Fees	0.00	35.00
Conference, Convention, Meeting	0.00	3,244.50
Contract Service	0.00	1,500.00
Credit Card Fees	0.00	23.97
Dues & Subscriptions	0.00	547.00
Fundraising Expense	13,617.98	58,776.34
Insurance	0.00	2,535.05
Office	197.79	1,584.74
Postage, Mailing Service	102.00	288.17
Printing and Copying	147.83	755.65
Promotions	0.00	575.70
Rent	1,200.00	1,200.00
Repairs & Maintenance	0.00	150.00
Supplies	0.00	8,725.98
Taxes & Licenses	205.00	340.00
Theater Expenses	3,822.50	31,816.57
Travel & Entertainment		
Hotel/Motel	0.00	1,719.61
Meals	26.26	896.67
Travel & Entertainment - Other	21.00	155.18
<b>Total Travel &amp; Entertainment</b>	<b>47.26</b>	<b>2,771.46</b>
Webpage	0.00	348.96
<b>Total Expense</b>	<b>19,720.96</b>	<b>129,558.07</b>
<b>Net Ordinary Income</b>	<b>3,950.95</b>	<b>24,873.78</b>
<b>Other Income/Expense</b>		
Other Income		
Interest Income	1.54	29.10
<b>Total Other Income</b>	<b>1.54</b>	<b>29.10</b>
Other Expense		
Facade Grants	0.00	40,274.87
Other Grants	0.00	1,831.32
Rental Assistance Grants	0.00	2,250.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>44,356.19</b>
<b>Net Other Income</b>	<b>1.54</b>	<b>-44,327.09</b>
<b>Net Income</b>	<b>3,952.49</b>	<b>-19,453.31</b>



*City Council Agenda*

# *Council Committee and Board Reports*

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*City Council Agenda*

# *Correspondence*



## SWEETWATER TRANSIT AUTHORITY RESOURCES

1471 Dewar Dr. Suite 247  
Rock Springs, WY 82901

Telephone (307)382-7827 or (307)875-7827  
Fax (307)352-6896  
e-mail – admin@ridestartransit.com

Mayor Demshar,

I'm hoping the City Council has some additional funding available and would consider increasing the funding for STAR this fiscal year. We are short \$51,356 matching for our FTA funding. We are hoping that the City of Rock Springs, the City of Green River and the County will be able to increase their portion of our funding to the amount we received in FY 2016-2017.

For the City of Rock Springs, it would be an increase from \$28,965 to \$38,620.36 or \$9,655.36 For the City of Green River, it would be an increase from \$16,000.00 to \$20,000.00 or \$4,000.00 For the County, it would be an increase from \$106,191 to \$117,990.00 or \$11,799.00.

The additional funding for Star would be \$25,545.36 which still make STAR having to come up with. \$25,901.64 which we could manage.

Thank you for your help.

A handwritten signature in black ink, appearing to read "Judy Owens", is written over the typed name.

Judy Owens  
Star Transit

A handwritten signature in black ink, appearing to read "Matt", is written diagonally. Below the signature, the words "BUDGET COMMITTEE" are written in all caps, also diagonally. A small arrow points from the signature towards the bottom left.



*City Council Agenda*

# *Bills and Claims*

# City of Rock Springs Open Item Listing

Run Date: 02/16/2018 User: sandy\_mcjunkin

Status: POSTED Due Date: 02/20/2018  
Bank Account: RSNB Bank-General Fund Checking  
Invoice Type: All Created By: All

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 19417 : A-G PLUMBING 222.50	24187	118-003197	18-002287	02/20/2018	1	Repair Washer Valve @ HQ	110-12-1205-404310	\$ 72.50
	24186	118-003244	18-002286	02/20/2018	1	LABOR BILL FOR 1415-2	250-35-3502-404515	\$ 150.00
[VENDOR] 84 : ACE HARDWARE 1007.35	102104-Jan2018	118-003198	18-002306	02/20/2018	1	Misc. Supplies - Animal Control	110-12-1202-406120	\$ 102.95
	102104-Jan2018	118-003198	18-002306	02/20/2018	2	Misc. Supplies - Cemetery	110-13-1304-404310	\$ 34.97
	102104-Jan2018	118-003198	18-002306	02/20/2018	2	Misc. Supplies - Cemetery	110-13-1304-406120	\$ 16.76
	102104-Jan2018	118-003198	18-002306	02/20/2018	3	Misc. Supplies - City Bldgs	110-11-1104-406120	\$ 111.01
	102104-Jan2018	118-003198	18-002306	02/20/2018	4	Misc. Supplies - Civic Center	110-14-1404-406120	\$ 215.66
	102104-Jan2018	118-003198	18-002306	02/20/2018	5	Misc. Supplies - FRC	110-14-1405-406120	\$ 88.93
	102104-Jan2018	118-003198	18-002306	02/20/2018	6	Misc. Supplies - Fire Dept	110-12-1205-404310	\$ 20.96
	102104-Jan2018	118-003198	18-002306	02/20/2018	6	Misc. Supplies - Fire Dept	110-12-1205-406130	\$ 38.97
	102104-Jan2018	118-003198	18-002306	02/20/2018	7	Misc. Supplies - Golf	110-14-1402-406120	\$ 95.05
	102104-Jan2018	118-003198	18-002306	02/20/2018	8	Misc. Supplies - Housing	250-35-3502-406120	\$ 138.80
	102104-Jan2018	118-003198	18-002306	02/20/2018	9	Misc. Supplies - Parks	110-14-1401-406120	\$ 72.78
	102104-Jan2018	118-003198	18-002306	02/20/2018	10	Misc. Supplies - Streets	110-13-1303-406120	\$ 99.73
	102104-Jan2018	118-003198	18-002306	02/20/2018	10	Misc. Supplies - Streets	110-13-1303-406130	\$ 173.86
	102104-Jan2018	118-003198	18-002306	02/20/2018	11	Misc. Supplies - URA	110-11-1106-406130	\$ 11.99
[VENDOR] 22987 : ADAMSON POLICE PRODUCTS	INV265194	118-003146	18-001401	02/20/2018	1	Sig Sauer P226 Handgun Replacements for Patrol	110-12-1201-407410	\$ 6,000.00
[VENDOR] 9000.2079 : ADRIANA PEREZ	6895633	118-003191		02/20/2018	1	UB CR REFUND-141684	170-00-0000-202000	\$ 14.79
[VENDOR] 4 : ADVANCED TELE SYSTEMS	10954	118-003085	18-002237	02/20/2018	1	Phone maintenence	130-16-1601-404301	\$ 40.00
[VENDOR] 23002 : AED SUPERSTORE	871929	118-003147	18-001757	02/20/2018	1	CPR Prompt 100-pk Infant Face Shield/Lung Bags	110-12-1205-406130	\$ 84.00
[VENDOR] 74 : AIRGAS INTERMOUNTAIN 407.40	9500447331	118-003245	18-002314	02/20/2018	1	Argon, Inv. #9951085042	110-13-1303-406130	\$ 30.26
	9500447331	118-003245	18-002314	02/20/2018	2	Welding Wire, Inv. #9071583921	110-14-1402-406120	\$ 133.35
	9500447331	118-003245	18-002314	02/20/2018	3	Tank Rentals/Oxygen/Acetylene, Inv. #9951085041	110-14-1402-406120	\$ 66.44
	9500447331	118-003245	18-002314	02/20/2018	4	Argon/Medical Oxygen, Inv. #9951085040	110-12-1205-406130	\$ 14.20
	9500447331	118-003245	18-002314	02/20/2018	4	Argon/Medical Oxygen, inv. #9951085040	130-16-1601-406130	\$ 14.20
	9500447331	118-003245	18-002314	02/20/2018	5	Acetylene/Oxygen, Inv. #9071485916	130-16-1601-406120	\$ 149.23
[VENDOR] 24448 : ALL WEST COMMUNICATIONS 255.85	2627700-Feb2018	118-003086	18-001307	02/20/2018	1	City Hall TV Service	110-11-1101-403220	\$ 30.00
	253380-Feb2018	118-003148	18-001429	02/20/2018	1	Tv Bills	110-14-1405-404101	\$ 69.95
	2534100-Feb2018	118-003199	18-002258	02/20/2018	1	Monthly Cable Service	110-14-1404-404101	\$ 69.95



Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	2316200-Feb2018	118-003200	18-002309	02/20/2018	1	Cable bill for Feb.	110-14-1402-404101	\$ 85.95
[VENDOR] 23520 : ALPINE PURE BOTTLED WATER 38.00	98694	118-003087	18-002236	02/20/2018	1	Water and collar rent	130-16-1601-406130	\$ 29.00
	98633	118-003149	18-002282	02/20/2018	1	Warm/Cold Cooler rental. Inv. 98633.	110-11-1102-406001	\$ 9.00
[VENDOR] 24151 : AMERIGAS 504.92	202752125-Jan2018	118-003088	18-002256	02/20/2018	1	Propane, Inv. #627617000	110-14-1405-406130	\$ 48.85
	202752125-Jan2018	118-003088	18-002256	02/20/2018	2	Propane, Inv. #627209518	110-14-1405-406130	\$ 298.62
	202752125-Jan2018	118-003088	18-002256	02/20/2018	3	Propane, Inv. #626604741	110-13-1304-406203	\$ 159.45
[VENDOR] 20301 : AUTO PARTS UNLIMITED 912.38	1890-Jan2018	118-003089	18-002240	02/20/2018	1	Equipment Parts/Supplies - Fire	110-12-1205-406120	\$ 37.99
	1890-Jan2018	118-003089	18-002240	02/20/2018	2	Equipment Parts/Supplies - Police	110-12-1201-406125	\$ 100.74
	1890-Jan2018	118-003089	18-002240	02/20/2018	3	Equipment Parts/Supplies - Bldg Insp	110-19-1902-406120	\$ 4.39
	1890-Jan2018	118-003089	18-002240	02/20/2018	4	Equipment Parts/Supplies - Streets	110-13-1303-406120	\$ 337.70
	1890-Jan2018	118-003089	18-002240	02/20/2018	4	Equipment Parts/Supplies - Streets	110-13-1303-406130	\$ 49.77
	1890-Jan2018	118-003089	18-002240	02/20/2018	5	Equipment Parts/Supplies - Star Transit	110-19-1903-406123	\$ 376.03
	1890-Jan2018	118-003089	18-002240	02/20/2018	6	Equipment Parts/Supplies - WRF	130-16-1601-406120	\$ 16.59
	1890-Jan2018	118-003089	18-002240	02/20/2018	7	Equipment Parts/Supplies - Water Ops	150-33-3302-406120	\$ 49.17
[VENDOR] 20708 : AUTOZONE 719.33	322755-Jan2018	118-003090	18-002247	02/20/2018	1	Headlight/Pig Tail, Inv. #1211550621	110-13-1303-406120	\$ 59.18
	322755-Jan2018	118-003090	18-002247	02/20/2018	2	Wipers, Inv. #1211551127	110-12-1201-406125	\$ 60.00
	322755-Jan2018	118-003090	18-002247	02/20/2018	3	Silicone/Fittings, Inv. #1211550648	110-12-1205-406120	\$ 39.12
	322755-Jan2018	118-003090	18-002247	02/20/2018	4	Wire Ties, Inv. #1211551162	110-12-1201-406125	\$ 4.77
	322755-Jan2018	118-003090	18-002247	02/20/2018	5	Battery/Alternator, Inv. #1211550615, 1211550645, 1211550613	110-12-1201-406125	\$ 139.49
	322755-Jan2018	118-003090	18-002247	02/20/2018	6	Seal/Bearings, Inv. #1211561740	110-12-1201-406125	\$ 12.48
	322755-Jan2018	118-003090	18-002247	02/20/2018	7	Axle Shaft, Inv. #1211561800	110-12-1201-406125	\$ 121.58
	322755-Jan2018	118-003090	18-002247	02/20/2018	8	Brake Kleen, Inv. #1211561863	110-12-1201-406125	\$ 47.76
	322755-Jan2018	118-003090	18-002247	02/20/2018	9	Rotors/Brakes, Inv. #1211561894	110-12-1201-406125	\$ 190.96
	322755-Jan2018	118-003090	18-002247	02/20/2018	10	Tail Light, Inv. #1211561724	110-12-1201-406125	\$ 43.99
[VENDOR] 23714 : BABCOCK LABORATORIES, INC.	BB80772-8180	118-003201	18-001421	02/20/2018	1	2018 unregulated contaminant testing EPA required	150-33-3302-406130	\$ 805.00
[VENDOR] 22263 : BATTERY SYSTEMS	431763	118-003202	18-002265	02/20/2018	1	Batteries	110-14-1405-406120	\$ 162.98
[VENDOR] 22288 : BENTLEY SYSTEMS, INC. 9899.00	12193717/41000807	118-003150	18-002279	02/20/2018	1	Bently SewerGEMS license and Maintenance renewals.	110-13-1301-404301	\$ 7,700.00
	12193717/41000807	118-003150	18-002279	02/20/2018	2	WaterGEMS license and maintenance renewal.	150-33-3302-407415	\$ 2,199.00
[VENDOR] 24426 : BEST PRACTICE CONSULTING, LLC	RKS-104	118-003203	18-000909	02/20/2018	1	Consulting Services	110-11-1103-403310	\$ 2,700.00
[VENDOR] 21385 : BOTTOM LINE MARKETING	18005	118-003091	18-002013	02/20/2018	1	280 Bluetooth Beanies for prizes for upcoming hockey tournaments. \$4573 of this amount will be reimbursed with a grant we are receiving from the Sweetwater Travel & Tourism Board!	110-14-1405-406130	\$ 4,812.60
[VENDOR] 23679 : BOULDER HOCKEY SHIELD CO., LLC	2532	118-003151	18-001536	02/20/2018	1	face shields and 1/2 visors	110-14-1405-406133	\$ 396.00
[VENDOR] 22384 : C.E.M. AQUATICS 1472.19	125625	118-003152	18-002004	02/20/2018	1	heating elements	110-14-1405-406120	\$ 618.74

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	125625	118-003152	18-002004	02/20/2018	2	shipping	110-14-1405-406120	\$ 17.94
	125708	118-003153	18-002019	02/20/2018	1	hopper parts	110-14-1405-406120	\$ 835.51
[VENDOR] 19788 : CALIBRE PRESS INC	57191	118-003204	18-002300	02/20/2018	1	Registration fees for Female Enforcers Course for Amanda Clawson-Walker, Amanda, Salazar, Tiffany Harris	110-12-1201-403210	\$ 417.00
[VENDOR] 23651 : CASTLE CLEANING	6628/6625	118-003154	18-002275	02/20/2018	1	cleaned theater 1/24/18 & windows	110-11-1106-404310	\$ 295.00
445.00	6628/6625	118-003154	18-002275	02/20/2018	2	URA Office cleaning - January	110-11-1106-404310	\$ 150.00
[VENDOR] 23322 : CDM CONSTRUCTORS INC.	PayApplic#10	118-003205	17-001981	02/20/2018	1	Design/Build Bitter Creek Lift Station & WRF Improvements	130-16-1601-507029	\$ 599,722.20
539,749.98								
[VENDOR] 21101 : CDW GOVERNMENT	LNR6703	118-003155	18-002154	02/20/2018	1	HP OfficeJet Pro 8730	110-11-1107-407415	\$ 308.16
554.13	LPP9794	118-003156	18-002205	02/20/2018	1	credit card reader stand	110-14-1405-406130	\$ 170.97
	LKM3423	118-003206	18-001997	02/20/2018	1	Dell CTO 82 key keyboard	110-11-1107-407415	\$ 75.00
[VENDOR] 30 : CENTER STREET SERVICE	30953	118-003207	18-002299	02/20/2018	1	Towing Charge	110-12-1201-406125	\$ 69.00
[VENDOR] 32 : CENTURY EQUIPMENT COMPANY INC	459500-Jan2018	118-003092	18-002244	02/20/2018	1	- Hydraulic Cylinder Repair, Inv. #RW15246	110-13-1303-406120	\$ 569.84
1502.32	459500-Jan2018	118-003092	18-002244	02/20/2018	2	Flange Sealant, Inv. #RP69665	110-13-1303-406120	\$ 22.13
	459500-Jan2018	118-003092	18-002244	02/20/2018	3	Hook, Inv. #RP69684	110-14-1401-406120	\$ 168.89
	459500-Jan2018	118-003092	18-002244	02/20/2018	4	Seals/O-Rings/Back Up Ring, Inv. #RP69714	110-13-1303-406120	\$ 212.91
	459500-Jan2018	118-003092	18-002244	02/20/2018	5	Belts/Gaskets/O-Rings/Springs, Inv. #RW15253	130-16-1601-406120	\$ 481.35
	459500-Jan2018	118-003092	18-002244	02/20/2018	6	Grease, Inv. #RP69751	150-33-3302-406120	\$ 47.20
[VENDOR] 23060 : CENTURYLINK	Jan2018	118-003246	18-002330	02/20/2018	1	Mayor/Council	110-11-1101-405301	\$ 114.04
4946.28	Jan2018	118-003246	18-002330	02/20/2018	2	Human Resources	110-11-1109-405301	\$ 28.51
	Jan2018	118-003246	18-002330	02/20/2018	3	Attorney	110-11-1102-405301	\$ 85.53
	Jan2018	118-003246	18-002330	02/20/2018	4	Finance	110-11-1103-405301	\$ 142.55
	Jan2018	118-003246	18-002330	02/20/2018	5	City Buildings	110-11-1104-405301	\$ 28.51
	Jan2018	118-003246	18-002330	02/20/2018	6	Municipal Court	110-11-1105-405301	\$ 142.55
	Jan2018	118-003246	18-002330	02/20/2018	7	Police Department	110-12-1201-405301	\$ 1,343.42
	Jan2018	118-003246	18-002330	02/20/2018	8	Animal Control	110-12-1202-405301	\$ 57.02
	Jan2018	118-003246	18-002330	02/20/2018	9	Fire Department	110-12-1205-405301	\$ 513.36
	Jan2018	118-003246	18-002330	02/20/2018	10	Engineering	110-13-1301-405301	\$ 57.02
	Jan2018	118-003246	18-002330	02/20/2018	11	Public Services	110-19-1901-405301	\$ 85.56
	Jan2018	118-003246	18-002330	02/20/2018	12	Building Department	110-19-1902-405301	\$ 28.51
	Jan2018	118-003246	18-002330	02/20/2018	13	Streets	110-13-1303-405301	\$ 57.02
	Jan2018	118-003246	18-002330	02/20/2018	14	Shop	110-19-1903-405301	\$ 57.02
	Jan2018	118-003246	18-002330	02/20/2018	15	Cemetery	110-13-1304-405301	\$ 124.36
	Jan2018	118-003246	18-002330	02/20/2018	16	Parks	110-14-1401-405301	\$ 256.59
	Jan2018	118-003246	18-002330	02/20/2018	17	Golf Course	110-14-1402-405301	\$ 256.59
	Jan2018	118-003246	18-002330	02/20/2018	18	Civic Center	110-14-1404-405301	\$ 85.53
	Jan2018	118-003246	18-002330	02/20/2018	19	Family Rec Center	110-14-1405-405301	\$ 285.10
	Jan2018	118-003246	18-002330	02/20/2018	20	WWTP	130-16-1601-405301	\$ 188.79
	Jan2018	118-003246	18-002330	02/20/2018	21	Water Operations	150-33-3302-405301	\$ 236.60
	Jan2018	118-003246	18-002330	02/20/2018	22	Water/Sewer Admin	150-33-1108-405301	\$ 71.27
	Jan2018	118-003246	18-002330	02/20/2018	23	Water/Sewer Admin	130-16-1108-405301	\$ 71.28

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	Jan2018	118-003246	18-002330	02/20/2018	24	Museum	110-34-3401-405301	\$ 85.53
	Jan2018	118-003246	18-002330	02/20/2018	25	Housing	250-35-3501-405301	\$ 114.04
	Jan2018	118-003246	18-002330	02/20/2018	26	Data Processing	110-11-1107-405301	\$ 114.04
	Jan2018	118-003246	18-002330	02/20/2018	27	URA	110-11-1106-405301	\$ 315.94
[VENDOR] 24496 : CHUBB <i>Brandi</i>	03082018	118-003208	18-002320	02/20/2018	1	live in the lobby - theater	110-11-1106-406141	\$ 200.00
[VENDOR] 23452 : CITY AUTO DBA CARQUEST	1627441-Jan2018	118-003157	18-002285	02/20/2018	1	Equipment Parts/Supplies - Fire	110-12-1205-406120	\$ 32.28
	1627441-Jan2018	118-003157	18-002285	02/20/2018	2	Equipment Parts/Supplies - Golf	110-14-1402-406120	\$ 699.06
	1627441-Jan2018	118-003157	18-002285	02/20/2018	3	Equipment Parts/Supplies - Parks	110-14-1401-406120	\$ 284.74
	1627441-Jan2018	118-003157	18-002285	02/20/2018	4	Equipment Parts/Supplies - Police	110-12-1201-406125	\$ 40.27
	1627441-Jan2018	118-003157	18-002285	02/20/2018	5	Equipment Parts/Supplies - Streets	110-13-1303-406120	\$ 125.78
	1627441-Jan2018	118-003157	18-002285	02/20/2018	6	Equipment Parts/Supplies - WRF	130-16-1601-406120	\$ 57.98
	1627441-Jan2018	118-003157	18-002285	02/20/2018	7	Equipment Parts/Supplies - Water Ops	150-33-3302-406120	\$ 15.96
[VENDOR] 22372 : COP WYOMING LLC <i>421284.04</i>	PayApplic#7	118-003209	16-004031	02/20/2018	1	20" Water Transmission Line	150-33-3302-507205	\$ 468,095.60
[VENDOR] 45 : COPIER & SUPPLY CO. INC. OF RS <i>1080.44</i>	AR16814	118-003093	18-002230	02/20/2018	1	January copies	250-35-3501-406001	\$ 27.71
	AR16814	118-003093	18-002230	02/20/2018	2	Annual Contract	250-35-3501-404301	\$ 900.00
	AR16675	118-003094	18-000341	02/20/2018	1	1 year of Copier Service	110-13-1301-404301	\$ 14.25
	AR16674	118-003158	18-002270	02/20/2018	1	Monthly maintenance Savin C6055	110-11-1103-404301	\$ 138.48
[VENDOR] 22841 : COWBOY SUPPLY HOUSE <i>1829.45</i>	036791	118-003159	18-002166	02/20/2018	1	vacuums	110-14-1405-407410	\$ 1,789.50
	036791	118-003159	18-002166	02/20/2018	2	shipping	110-14-1405-407410	\$ 39.95
[VENDOR] 9000.2084 : DAN HART PATROL SERVICE, LLC	6895638	118-003196		02/20/2018	1	UB CR REFUND-127380	170-00-0000-202000	\$ 1,519.01
[VENDOR] 20375 : DELL <i>6830.49</i>	10221469048	118-003095	18-002149	02/20/2018	1	PH drum for dell 2135 printer	150-33-3302-406120	\$ 94.99
	10198800947	118-003210	18-001170	02/20/2018	1	SQL Server 2017 and 3 User CAL	110-11-1107-407415	\$ 1,036.04
	10218713408	118-003211	18-001903	02/20/2018	1	Dell 24" monitor	110-11-1107-407415	\$ 655.17
	10218713408	118-003211	18-001903	02/20/2018	2	Optiplex 3050	110-11-1107-407415	\$ 1,796.91
	10218713408	118-003211	18-001903	02/20/2018	3	XPS 15	110-11-1107-407415	\$ 2,188.40
	10218713408	118-003211	18-001903	02/20/2018	4	Wireless mouse and keyboard	110-11-1107-407415	\$ 42.99
	10218713408	118-003211	18-001903	02/20/2018	5	Docking Station	110-11-1107-407415	\$ 171.99
	10218093067	118-003247	18-001615	02/20/2018	1	Latitude Rugged Dock	110-11-1107-407415	\$ 284.99
	10218093067	118-003247	18-001615	02/20/2018	2	Optiplex 3050 Tower	110-11-1107-407415	\$ 559.01
[VENDOR] 24058 : DESERT SNOW	6310	118-003212	18-002293	02/20/2018	1	Registration Fees for R. Kolb and A. Soto to attend training	110-12-1201-403210	\$ 1,198.00
[VENDOR] 20898 : DLT SOLUTIONS	SI384588	118-003160	18-002268	02/20/2018	1	CAD Software Subscription	110-13-1301-404301	\$ 2,045.18
[VENDOR] 24402 : DOMINION ENERGY <i>19554.84</i>	Jan2018	118-003248	18-002332	02/20/2018	1	CITY BUILDINGS	110-11-1104-406201	\$ 1,673.61
	Jan2018	118-003248	18-002332	02/20/2018	2	ANIMAL CONTROL	110-12-1202-406201	\$ 724.47
	Jan2018	118-003248	18-002332	02/20/2018	3	FIRE DEPARTMENT	110-12-1205-406201	\$ 1,377.25
	Jan2018	118-003248	18-002332	02/20/2018	4	STREETS DEPT	110-13-1303-406201	\$ 1,624.65
	Jan2018	118-003248	18-002332	02/20/2018	5	CEMETERY	110-13-1304-406201	\$ 12.12
	Jan2018	118-003248	18-002332	02/20/2018	6	WWTP	130-16-1601-406201	\$ 4,013.69

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	Jan2018	118-003248	18-002332	02/20/2018	7	PARKS	110-14-1401-406201	\$ 3,128.67
	Jan2018	118-003248	18-002332	02/20/2018	8	CIVIC CENTER	110-14-1404-406201	\$ 4,003.22
	Jan2018	118-003248	18-002332	02/20/2018	9	GOLF COURSE	110-14-1402-406201	\$ 2,255.10
	Jan2018	118-003248	18-002332	02/20/2018	10	WATER DEPT	150-33-3302-406201	\$ 569.62
	Jan2018	118-003248	18-002332	02/20/2018	11	HOUSING	250-35-3501-406201	\$ 172.44
[VENDOR] 21866 : DXP ENTERPRISES, INC.	49360654	118-003096	18-002255	02/20/2018	1	Hard Hats, Inv. #49360654	130-16-1601-406120	\$ 71.14
[VENDOR] 23017 : E2 ELECTRICAL CONTRACTOR INC.	776	118-003161	18-002276	02/20/2018	1	Troubleshoot and repair alarm system in Train Depot.	110-11-1104-404310	\$ 262.50
[VENDOR] 21078 : ELECTRICAL CONNECTIONS INC.	4659	118-003097	18-002232	02/20/2018	1	Electrician Bill for 1410 Thompson #4	250-35-3502-404515	\$ 234.00
[VENDOR] 20859 : EQUIFAX CREDIT INFORMATION SERV., LLC	4691315	118-003213	18-002296	02/20/2018	1	Membership Fees	110-12-1201-403201	\$ 80.00
[VENDOR] 999.119 : EVERETT BAXTER JR FORENSICS, LLC	LMWYPD-CSI-001	118-003144		02/20/2018	1	Tuition for Crime Scene Investigation Course - K. Davis/A. Loreda	110-12-1201-403210	\$ 1,090.00
[VENDOR] 20278 : FASTENAL COMPANY 275.43	1862-Jan2018	118-003098	18-002241	02/20/2018	1	Capscrews, Inv. #WYROC160226	110-14-1402-406120	\$ 2.60
	1862-Jan2018	118-003098	18-002241	02/20/2018	2	Cable Clips, Inv. WYROC160295	110-14-1402-406120	\$ 5.04
	1862-Jan2018	118-003098	18-002241	02/20/2018	3	Fasteners, Inv. #WYROC160180	150-33-3302-406120	\$ 3.92
	1862-Jan2018	118-003098	18-002241	02/20/2018	4	Bolts/Markers/Misc., Inv. #WYROC160301	110-13-1303-406120	\$ 38.99
	1862-Jan2018	118-003098	18-002241	02/20/2018	5	Battery, Inv. #WYROC160183	110-19-1903-406130	\$ 0.75
	1862-Jan2018	118-003098	18-002241	02/20/2018	6	Misc. Supplies, Inv. #WYROC160031	150-33-3302-406120	\$ 19.20
	1862-Jan2018	118-003098	18-002241	02/20/2018	7	Nylocks/Vests/Fasteners, Inv. #WYROC15991, 159988, 159985	110-13-1303-406130	\$ 27.42
	1862-Jan2018	118-003098	18-002241	02/20/2018	8	End Caps/Misc., Inv. #WYROC160176	130-16-1601-406120	\$ 103.33
	1862-Jan2018	118-003098	18-002241	02/20/2018	9	Saw Blades, Inv. #WYROC159938	130-16-1601-406120	\$ 74.38
[VENDOR] 61 : FEDEX	910188906416	118-003214	18-002257	02/20/2018	1	Shipping fees, Invoice #910188906416	110-14-1404-406101	\$ 29.88
[VENDOR] 23653 : FIRST ADVANTAGE LNS SCREENING SOLUTIONS, INC	5515791801	118-003249	18-002307	02/20/2018	1	Fingerprint Scans	250-35-3501-406501	\$ 98.12
[VENDOR] 22427 : FIRST CHOICE FORD	105757/105759/105760	118-003215	18-001570	02/20/2018	1	Purchase (3) Police Vehicles	110-12-1201-407420	\$ 94,209.72
[VENDOR] 9000.2085 : GARY GARD	6920953	118-003259		02/20/2018	1	UB CR REFUND-148756	170-00-0000-202000	\$ 19.75
[VENDOR] 382 : GOPHER SPORTS 105.33	9418297	118-003162	18-002036	02/20/2018	1	hoop	110-14-1405-406120	\$ 378.00
	9418297	118-003162	18-002036	02/20/2018	2	shipping	110-14-1405-406120	\$ 64.26
	9419119	118-003163	18-002163	02/20/2018	1	basketballs	110-14-1405-406120	\$ 224.85
	9419119	118-003163	18-002163	02/20/2018	2	Shipping	110-14-1405-406120	\$ 38.22
[VENDOR] 24093 : GREAT BASIN INDUSTRIAL	16278	118-003216	18-002281	02/20/2018	1	Annual Inspection	110-14-1401-406120	\$ 190.50
[VENDOR] 19039 : GREEN RIVER STAR	5282	118-003217	18-002324	02/20/2018	1	Bridal Section Advertisement	110-11-1106-405402	\$ 337.50
[VENDOR] 23453 : HARRIS ENTERPRISE RESOURCE PLANNING	CT1433109	118-003099	18-001664	02/20/2018	1	HR Implementation	110-11-1107-407415	\$ 375.00

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 999.118 : HECTOR ORTEGA	12933	118-003143		02/20/2018	1	Occupation Tax Refund - Acct Closed	110-00-0000-202000	\$ 50.00
[VENDOR] 82 : HIGH SECURITY LOCK & ALARM	11339	118-003218	18-002310	02/20/2018	1	Alarm Monitoring	110-34-3401-404301	\$ 657.00
	ROC008-Jan2018	118-003250	18-002318	02/20/2018	1	Replacement Door Knobs, Inv. #54344	110-14-1404-406120	\$ 52.00
	ROC008-Jan2018	118-003250	18-002318	02/20/2018	2	Keys, Inv. #54336	250-35-3502-406120	\$ 24.00
	ROC008-Jan2018	118-003250	18-002318	02/20/2018	3	Locks/Security, Inv. #54288	130-16-1601-406120	\$ 281.70
	ROC008-Jan2018	118-003250	18-002318	02/20/2018	4	Alarm Monitoring, Inv. #11338	110-12-1201-406134	\$ 451.00
[VENDOR] 19125 : HOLIDAY INN	340073	118-003219	18-002321	02/20/2018	1	Broadway Theater - performer hotel room Ahern - GL Berg Contract Comedian	110-11-1106-406141	\$ 100.00
[VENDOR] 21153 : HOMAX OIL SALES, INC	January2018	118-003164	18-002273	02/20/2018	1	Municipal Court	110-11-1105-406203	\$ 82.75
	January2018	118-003164	18-002273	02/20/2018	2	Police Department	110-12-1201-406203	\$ 6,665.48
	January2018	118-003164	18-002273	02/20/2018	3	Animal Control	110-12-1202-406203	\$ 396.55
	January2018	118-003164	18-002273	02/20/2018	4	Fire Department	110-12-1205-406203	\$ 1,833.17
	January2018	118-003164	18-002273	02/20/2018	5	Engineering	110-13-1301-406203	\$ 43.93
	January2018	118-003164	18-002273	02/20/2018	6	Public Services	110-19-1901-406203	\$ 72.35
	January2018	118-003164	18-002273	02/20/2018	7	Building Department	110-19-1902-406203	\$ 160.71
	January2018	118-003164	18-002273	02/20/2018	8	Shop	110-19-1903-406203	\$ 54.02
	January2018	118-003164	18-002273	02/20/2018	9	Streets	110-13-1303-406203	\$ 4,063.51
	January2018	118-003164	18-002273	02/20/2018	10	Cemetery	110-13-1304-406203	\$ 434.18
	January2018	118-003164	18-002273	02/20/2018	11	Parks	110-14-1401-406203	\$ 330.15
	January2018	118-003164	18-002273	02/20/2018	12	Civic Center	110-14-1404-406203	\$ 101.33
	January2018	118-003164	18-002273	02/20/2018	13	Family Recreation Center	110-14-1405-406203	\$ 252.87
	January2018	118-003164	18-002273	02/20/2018	14	WWTP	130-16-1601-406203	\$ 1,089.98
	January2018	118-003164	18-002273	02/20/2018	15	Water Operations	150-33-3302-406203	\$ 1,426.53
	January2018	118-003164	18-002273	02/20/2018	16	Housing	250-35-3502-406203	\$ 267.84
	January2018	118-003164	18-002273	02/20/2018	17	City Buildings	110-11-1104-406130	\$ 49.84
[VENDOR] 21885 : HOME DEPOT CREDIT SERVICES	2866-Jan2018	118-003100	18-002218	02/20/2018	1	Misc. Supplies - City Bldgs	110-11-1104-406120	\$ 51.64
	2866-Jan2018	118-003100	18-002218	02/20/2018	2	Misc. Supplies - Civic Center	110-14-1404-404310	\$ 102.88
	2866-Jan2018	118-003100	18-002218	02/20/2018	2	Misc. Supplies - Civic Center	110-14-1404-406120	\$ 29.74
	2866-Jan2018	118-003100	18-002218	02/20/2018	3	Misc. Supplies - FRC	110-14-1405-406120	\$ 159.90
	2866-Jan2018	118-003100	18-002218	02/20/2018	4	Misc. Supplies - Fire Dept	110-12-1205-406130	\$ 77.70
	2866-Jan2018	118-003100	18-002218	02/20/2018	5	Misc. Supplies - Housing	250-35-3502-406120	\$ 1,245.58
	2866-Jan2018	118-003100	18-002218	02/20/2018	6	Misc. Supplies - URA	110-11-1106-406130	\$ 73.70
	2866-Jan2018	118-003100	18-002218	02/20/2018	7	Misc. Supplies - WRF	130-16-1601-406120	\$ 58.39
	2866-Jan2018	118-003100	18-002218	02/20/2018	8	Misc. Supplies - Water Ops	150-33-3302-406120	\$ 202.78
[VENDOR] 21253 : HONNEN EQUIPMENT CO.	927696	118-003220	18-002297	02/20/2018	1	Fuel Filter	110-14-1401-406120	\$ 28.69
[VENDOR] 53 : HOWARD SUPPLY CO LLC	100512-Jan2018	118-003101	18-002248	02/20/2018	1	Lifting Straps, Inv. #50753100	150-33-3302-406120	\$ 191.30
	100512-Jan2018	118-003101	18-002248	02/20/2018	2	Hand Pump, Inv. #50751481	130-16-1601-406120	\$ 174.44
	100512-Jan2018	118-003101	18-002248	02/20/2018	3	Ratchet Straps, Inv. #50746680	150-33-3302-406120	\$ 41.66
	100512-Jan2018	118-003101	18-002248	02/20/2018	4	Chains/Lifting Eyes, Inv. #50746836	150-33-3302-406120	\$ 225.75
[VENDOR] 133 : IMLA	19921230	118-003165	18-002284	02/20/2018	1	IMLA membership renewal 4/1/18-3/31/19. Inv. 19921230.	110-11-1102-403220	\$ 625.00

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 24343 : INFOSEND 8044.10	132669/132268	118-003166	18-002271	02/20/2018	1	BULK MAILING FOR JANUARY - SUPPLIES	130-16-1108-406001	\$ 573.65
	132669/132268	118-003166	18-002271	02/20/2018	1	BULK MAILING FOR JANUARY - SUPPLIES	150-33-1108-406001	\$ 573.65
	132669/132268	118-003166	18-002271	02/20/2018	2	BULK MAILING JANUARY 2018 - POSTAGE	130-16-1108-406101	\$ 1,429.25
	132669/132268	118-003166	18-002271	02/20/2018	2	BULK MAILING JANUARY 2018 - POSTAGE	150-33-1108-406101	\$ 1,429.24
	132669/132268	118-003166	18-002271	02/20/2018	3	BULK MAILING FOR FEBRUARY - SUPPLIES	130-16-1108-406001	\$ 573.34
	132669/132268	118-003166	18-002271	02/20/2018	3	BULK MAILING FOR FEBRUARY - SUPPLIES	150-33-1108-406001	\$ 573.34
	132669/132268	118-003166	18-002271	02/20/2018	4	BULK MAILING FOR FEBRUARY - POSTAGE	130-16-1108-406101	\$ 1,445.82
	132669/132268	118-003166	18-002271	02/20/2018	4	BULK MAILING FOR FEBRUARY - POSTAGE	150-33-1108-406101	\$ 1,445.81
[VENDOR] 23946 : INNOLYTICS, LLC 4114.91	9233	118-003168	18-002176	02/20/2018	1	OVOControl Pigeon Bait	110-11-1106-406130	\$ 3,435.32
	9233	118-003168	18-002176	02/20/2018	2	large tripod feeder kit w/battery & solar panel	110-11-1106-407401	\$ 246.87
	9233	118-003168	18-002176	02/20/2018	3	bucket cracked corner	110-11-1106-406130	\$ 48.87
	9233	118-003168	18-002176	02/20/2018	4	Shipping	110-11-1106-406130	\$ 383.85
[VENDOR] 22478 : INTERNATIONAL CODE COUNCIL, INC	1000860304	118-003221	18-002152	02/20/2018	1	code books	110-19-1902-403220	\$ 612.30
[VENDOR] 22182 : IRON HORSE CREATIVE LLC 530.00	14606/14603	118-003222	18-002325	02/20/2018	1	trash can designs for Broadway Theater	110-11-1106-406140	\$ 100.00
	14606/14603	118-003222	18-002325	02/20/2018	2	design & layout of 2017 annual report w/ 2 rounds of revisions	110-11-1106-403310	\$ 430.00
[VENDOR] 9000.2086 : JASON OR BRIANNA GOLLAHER	6920954	118-003260		02/20/2018	1	UB CR REFUND-126420	170-00-0000-202000	\$ 73.35
[VENDOR] 9000.2081 : JEREMIAH OR STEPHANIE LEMON	6895635	118-003193		02/20/2018	1	UB CR REFUND-95645	170-00-0000-202000	\$ 73.77
[VENDOR] 9000.2076 : JEREMY OR SUZANNA REYNOLDS	6887380	118-003188		02/20/2018	1	UB CR REFUND-98476	170-00-0000-202000	\$ 90.73
[VENDOR] 21578 : JM ELECTRICAL SERVICES	13965	118-003169	18-002239	02/20/2018	1	overloads	110-14-1405-406120	\$ 1,062.96
[VENDOR] 22340 : JOINT POWERS TELECOM BOARD	100455	118-003170	18-002266	02/20/2018	1	Internet services 2/1 - 2/28/2018; two connections	110-11-1107-405303	\$ 2,280.00
[VENDOR] 334 : JOINT POWERS WATER BOARD	1210	118-003102	18-002217	02/20/2018	1	Water usage January 2018	150-33-1108-404100	\$ 163,604.95
[VENDOR] 99 : KAMAN INDUSTRIAL TECHNOLOGIES 261.91	780804-Jan2018	118-003103	18-002254	02/20/2018	1	Bearings, Inv. #D307199	110-13-1303-406120	\$ 106.65
	780804-Jan2018	118-003103	18-002254	02/20/2018	2	Seal, Inv. #X928783	110-13-1303-406120	\$ 77.42
	780804-Jan2018	118-003103	18-002254	02/20/2018	3	Bushing, Inv. #E342631	110-12-1205-406120	\$ 23.20
	780804-Jan2018	118-003103	18-002254	02/20/2018	4	Bearings, Inv. #E335898	110-12-1205-406120	\$ 54.64
[VENDOR] 9000.2077 : KARL OR CARMA JACKMAN	6887381	118-003189		02/20/2018	1	UB CR REFUND-99446	170-00-0000-202000	\$ 252.78
[VENDOR] 21640 : KELLERSTRASS	270323	118-003104	18-002096	02/20/2018	1	Oil for Hibon blowers	130-16-1601-406203	\$ 423.10
[VENDOR] 9000.2078 : KEVIN BROWN	6895632	118-003190		02/20/2018	1	UB CR REFUND-95096	170-00-0000-202000	\$ 11.43
[VENDOR] 9000.2080 : KIM MALO	6895634	118-003192		02/20/2018	1	UB CR REFUND-94442	170-00-0000-202000	\$ 68.34

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 281 : L & S FENCING	622	I18-003251	18-001305	02/20/2018	1	Well 7 fence	110-14-1402-404310	\$ 300.00
[VENDOR] 23104 : LEGACY EQUIPMENT COMPANY	83930	I18-003105	18-002027	02/20/2018	1	Jet truck parts	130-16-1601-406120	\$ 234.61
[VENDOR] 111 : MACY'S TRUCK REPAIR INC 218.72	R4400-Jan2018	I18-003106	18-002222	02/20/2018	1	Tire Chain Parts, Inv. #P62343	110-12-1205-406120	\$ 674.15
	R4400-Jan2018	I18-003106	18-002222	02/20/2018	2	Valve Leveling, Inv. #P62367	110-12-1205-406120	\$ 38.19
	R4400-Jan2018	I18-003106	18-002222	02/20/2018	3	Ext Rod, Inv. #P62369	110-12-1205-406120	\$ 50.16
	R4400-Jan2018	I18-003106	18-002222	02/20/2018	4	Shock, Inv. #P62381	110-13-1303-406120	\$ 56.22
[VENDOR] 9000.2083 : MICHAEL J MARTIN	6895637	I18-003195		02/20/2018	1	UB CR REFUND-94412	170-00-0000-202000	\$ 143.28
[VENDOR] 21859 : MODEL SIGNS	19159	I18-003252	18-002317	02/20/2018	1	Safety Stickers, Inv. #19159	110-14-1401-406120	\$ 31.75
[VENDOR] 23949 : MONSEN ENGINEERING, INC.	576697	I18-003107	18-002032	02/20/2018	1	Case for GPS Rover Rod	110-13-1301-406130	\$ 99.69
[VENDOR] 125 : MORCON SPECIALTY INC 496.24	2208-Jan2018	I18-003108	18-002220	02/20/2018	1	Hyd Hose/Valves/Adapters, Inv. #111359	110-14-1402-406120	\$ 386.16
	2208-Jan2018	I18-003108	18-002220	02/20/2018	2	Hydraulic Hose, Inv. #111347	110-14-1402-406120	\$ 47.54
	2208-Jan2018	I18-003108	18-002220	02/20/2018	3	Ball Valve/Malleable Iron, Inv. #111184	130-16-1601-406120	\$ 27.15
	2208-Jan2018	I18-003108	18-002220	02/20/2018	4	Ball Valve/Adapters, Inv. #111176	130-16-1601-406120	\$ 35.39
[VENDOR] 23897 : MORPHOTRUST USA	113089	I18-003109	18-000633	02/20/2018	1	Morphotrust fingerprinting annual maintenance 2/1/18 - 1/31/19	110-11-1107-404301	\$ 1,804.00
[VENDOR] 23573 : MOUNTAINLAND SUPPLY COMPANY 219.24	13154-Jan2018	I18-003110	18-002229	02/20/2018	1	Brass Adapters, Inv. #S102473023.001	250-35-3502-406120	\$ 158.33
	13154-Jan2018	I18-003110	18-002229	02/20/2018	2	Hot Water Heater Parts, Inv. #S102490747.001	250-35-3502-406120	\$ 44.27
	13154-Jan2018	I18-003110	18-002229	02/20/2018	3	Pex Pipe, Inv. #S102495925.001	250-35-3502-406120	\$ 11.32
	13154-Jan2018	I18-003110	18-002229	02/20/2018	4	Pex Reducer, Inv. #S102496365.001	250-35-3502-406120	\$ 5.32
[VENDOR] 24488 : MR. SHIMS	61195	I18-003111	18-002075	02/20/2018	1	Shim kits	130-16-1601-406120	\$ 427.32
[VENDOR] 23161 : MY EDUCATIONAL RESOURCES INC.	January2018	I18-003112	18-002212	02/20/2018	1	CPR Cards for PD and CPR Students	110-12-1205-406130	\$ 586.00
[VENDOR] 999.117 : NAFTO	4077-T. Moser	I18-003060		02/20/2018	1	Training Registration - Managing the FTO Unit T. Moser	110-12-1201-403210	\$ 225.00
[VENDOR] 9000.2073 : NANCY NORDSTROM	6887377	I18-003185		02/20/2018	1	UB CR REFUND-100765	170-00-0000-202000	\$ 9.75
[VENDOR] 20902 : NASRO 500.00	22057CONF	I18-003223	18-002298	02/20/2018	1	Registration Fee for Register to attend NASRO conference	110-12-1201-403210	\$ 500.00
	22057CONF	I18-003223	18-002298	02/20/2018	2	Registration fee for Jarvie to attend National Conference - free	110-12-1201-403210	\$ 0.00
[VENDOR] 22012 : NEOPOST USA INC	55448301	I18-003113	18-002235	02/20/2018	1	Postage Meter Rental - January 2018	110-11-1103-404301	\$ 55.00
[VENDOR] 131 : NEW STUDIO	12078	I18-003224	18-002301	02/20/2018	1	Morgan and Finn Photos for Wall	110-12-1201-406130	\$ 40.00
[VENDOR] 302 : NU-TECH SPECIALTIES INC 1454.92	rsfir3-Jan2018	I18-003114	18-002233	02/20/2018	1	Station Supplies, Inv. #168244	110-12-1205-406130	\$ 96.93
	rorece-Jan2018	I18-003115	18-002233	02/20/2018	1	Hydrochloric Acid/Bromine Tablets/Kleenex Inv. #167511 and 167965	110-14-1405-406120	\$ 1,359.99

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[VENDOR] 22801 : O'REILLY AUTO PARTS 1230.25	765395-Jan2018	I18-003117	18-002227	02/20/2018	1	Radiator, Inv. #3118-112911	110-12-1201-406125	\$ 178.64
	765395-Jan2018	I18-003117	18-002227	02/20/2018	2	Bulbs, Inv. #3118-112830	110-12-1201-406125	\$ 28.84
	765395-Jan2018	I18-003117	18-002227	02/20/2018	3	Transmission Fluid, Inv. #3118-115012	110-14-1405-406120	\$ 13.18
	765395-Jan2018	I18-003117	18-002227	02/20/2018	4	Brake Fluid/Washer Fluid, Inv. #3118-114989	110-14-1405-406120	\$ 10.62
	765395-Jan2018	I18-003117	18-002227	02/20/2018	5	Wiper Blades, Inv. #3118-114132	110-19-1902-406120	\$ 42.49
	765395-Jan2018	I18-003117	18-002227	02/20/2018	6	Bearings, Inv. #3118-115906	110-12-1201-406125	\$ 267.38
	765395-Jan2018	I18-003117	18-002227	02/20/2018	7	Prop Shaft, Inv. #3118-115928	110-12-1201-406125	\$ 337.61
	765395-Jan2018	I18-003117	18-002227	02/20/2018	8	Battery, Inv. #3118-115726	110-13-1304-406120	\$ 119.39
	765395-Jan2018	I18-003117	18-002227	02/20/2018	9	Brake Pads/Rotor, Inv. #3118-114869	110-12-1201-406125	\$ 240.10
[VENDOR] 22967 : OFFICE PRODUCTS DEALER	771487-1	I18-003116	18-001840	02/20/2018	1	Yearly calendar order for FRC staff.	110-14-1405-406001	\$ 32.58
[VENDOR] 21392 : ONE CALL OF WYOMING	47607	I18-003225	18-002311	02/20/2018	1	one call tickets for January	150-33-3302-406130	\$ 104.50
[VENDOR] 21356 : ORKIN EXTERMINATING 469.24	Jan2018	I18-003118	18-002231	02/20/2018	1	Extermination 1400 Thompson St	250-35-3501-404301	\$ 137.09
	Jan2018	I18-003118	18-002231	02/20/2018	2	Extermination 3102 Dewar Dr	250-35-3501-404301	\$ 139.72
	Jan2018	I18-003118	18-002231	02/20/2018	3	Extermination Century Blvd	250-35-3501-404301	\$ 100.85
	Jan2018	I18-003118	18-002231	02/20/2018	4	Extermination 530 Gobel St	250-35-3501-404301	\$ 91.60
[VENDOR] 138 : PACIFIC STEEL & RECYCLING 305.02	395208-Jan2018	I18-003119	18-002226	02/20/2018	1	2" Strap, Inv. #6316515	110-13-1303-406120	\$ 19.07
	395208-Jan2018	I18-003119	18-002226	02/20/2018	2	Swivel Castor, Inv. #6310407	130-16-1601-406120	\$ 90.37
	395208-Jan2018	I18-003119	18-002226	02/20/2018	3	Grating, Inv. #6302352, 6302296, 6302349	110-14-1401-406120	\$ 215.58
[VENDOR] 23414 : PATTERSON VETERINARY SUPPLY INC	0030143058	I18-003226	18-002278	02/20/2018	1	Dual Quat Disinfectant, used for washing animal dishes and kennels.	110-12-1202-406120	\$ 449.88
[VENDOR] 21255 : PERFORMANCE OVERHEAD DOOR INC	15624	I18-003120	18-001683	02/20/2018	1	Replacement overhead door motor with manual chain backup to replace failing motor and replacement remote openers.	150-33-3302-404310	\$ 1,960.00
[VENDOR] 23822 : PLATT ELECTRIC SUPPLY	p	I18-003121	18-002076	02/20/2018	1	LED light kits	130-16-1601-406120	\$ 1,111.39
[VENDOR] 19709 : PMS CUSTOM SCREEN PRINTING 684.00	2330	I18-003227	18-002216	02/20/2018	1	Awards for the 2018 Finishers T-shirts small-XLarge	110-14-1404-406133	\$ 120.00
	2330	I18-003227	18-002216	02/20/2018	2	Awards for the 2018 Finishers T-shirts XXLarge	110-14-1404-406133	\$ 10.00
	2330	I18-003227	18-002216	02/20/2018	3	Awards for the 2018 Age Group Winners small-XLarge	110-14-1404-406133	\$ 160.00
	2330	I18-003227	18-002216	02/20/2018	4	Awards for the 2018 Age Group Winners XXLarge	110-14-1404-406133	\$ 44.00
	2323	I18-003228	18-002035	02/20/2018	1	Assorted shirts as per email quote from PMS	110-14-1404-406130	\$ 350.00
[VENDOR] 23918 : POWER ENGINEERING CO.	0206051-JN	I18-003122	18-002215	02/20/2018	1	Glycol for police department. To replace glycol that has ben lost due to leak in combustion chamber. I am adding 250.00 dollars to quote for shipping and handling. That has been around the cost in the past.	110-11-1104-406120	\$ 740.99
[VENDOR] 20366 : POWER MUSIC INC	429708	I18-003171	18-002023	02/20/2018	1	music	110-14-1405-406130	\$ 192.30
[VENDOR] 19211 : POWER SYSTEMS, INC 605.23	8340935	I18-003172	18-002022	02/20/2018	1	fitness class supplies	110-14-1405-406130	\$ 317.69



Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	8340167	118-003229	18-002160	02/20/2018	1	Assorted replacement equipment items	110-14-1404-406120	\$ 287.54
[VENDOR] 9000.2075 : QUINTO COSTANTINO	6887379	118-003187		02/20/2018	1	UB CR REFUND-99728	170-00-0000-202000	\$ 40.98
[VENDOR] 21425 : REAL KLEEN INC. LPS. 12	47717/47572	118-003124	18-002253	02/20/2018	1	Paper Towels/Trash Bags, Inv. #47717	110-11-1104-406130	\$ 383.10
	47717/47572	118-003124	18-002253	02/20/2018	2	Towels, Soap, Ice Melt, Inv. #47572	110-11-1104-406130	\$ 312.60
[VENDOR] 20127 : RESPOND FIRST AID SYSTEMS WLB. 23	146622/146628	118-003253	18-002315	02/20/2018	1	First Aid/Safety Supplies, Inv. #146622	130-16-1601-406120	\$ 286.43
	146622/146628	118-003253	18-002315	02/20/2018	2	First Aid/Safety Supplies, Inv. #146628	110-11-1104-406130	\$ 93.18
	146620/146621	118-003254	18-002315	02/20/2018	1	First Aid/Safety Supplies, Inv. #146620	150-33-3302-406120	\$ 47.93
	146620/146621	118-003254	18-002315	02/20/2018	2	First Aid/Safety Supplies, Inv. #146621	110-12-1201-406130	\$ 82.20
	146629/146619	118-003255	18-002315	02/20/2018	1	First Aid/Safety Supplies, Inv. #146629	110-14-1405-406130	\$ 61.77
	146629/146619	118-003255	18-002315	02/20/2018	2	First Aid/Safety Supplies, Inv. #146619	110-14-1402-406130	\$ 96.72
[VENDOR] 9000.2074 : RICK MEYER	6887378	118-003186		02/20/2018	1	UB CR REFUND-100851	170-00-0000-202000	\$ 36.49
[VENDOR] 392 : RMT EQUIPMENT 2018.41	ROCKS001-Jan2018	118-003173	18-002261	02/20/2018	1	Repair Parts - Golf Equipment, Inv. #P01419	110-14-1402-406120	\$ 1,809.20
	ROCKS001-Jan2018	118-003173	18-002261	02/20/2018	2	Turf Cat Repair Parts, Inv. #P01424	110-14-1402-406120	\$ 209.21
[VENDOR] 24118 : ROBERT A. SPENCE	01282018	118-003123	18-002213	02/20/2018	1	Court Appointed Legal fees for: Dusty Davidson CR-2017-0263, Martha Jacobo-Pineda CR-2017-0374, Amanda Jennings CR-2017-0407 and Jordan McCurdy CR-2017-0426	110-11-1105-403302	\$ 700.00
[VENDOR] 9000.2082 : ROBYN MCPHIE	6895636	118-003194		02/20/2018	1	UB CR REFUND-101019	170-00-0000-202000	\$ 129.82
[VENDOR] 22307 : ROCK SPRINGS HIGH SCHOOL	1001	118-003230	18-002305	02/20/2018	1	RSHS Yearbook Ad 2018	110-11-1101-405410	\$ 180.00
[VENDOR] 164 : ROCK SPRINGS NEWSPAPERS 2775.92	23651-Jan2018	118-003125	18-002243	02/20/2018	1	Advertising - January 2018	110-15-1501-405401	\$ 2,505.92
	23651-Jan2018	118-003125	18-002243	02/20/2018	2	Advertising - January 2018	110-11-1101-405410	\$ 270.00
[VENDOR] 24332 : ROCK SPRINGS PET HOSPITAL, LLC 544.00	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	1	18-00036 Canine Neuter and Vaccinations	110-12-1202-404704	\$ 115.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	2	18-00058 Canine Vaccinations	110-12-1202-404704	\$ 39.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	3	18-00064 Canine Neuter and Vaccinations	110-12-1202-404704	\$ 115.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	4	18-00060 Feline Neuter and Vaccinations	110-12-1202-404704	\$ 50.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	5	18-00065 Feline Rabies Vaccinations	110-12-1202-404704	\$ 13.50
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	6	18-00021 Canine Neuter and Vaccinations	110-12-1202-404704	\$ 115.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	7	18-00052 Feline Spay and vaccinations	110-12-1202-404704	\$ 85.00
	3534/3553/3557/3568	118-003231	18-002291	02/20/2018	8	18-00072 Feline Rabies Vaccinations	110-12-1202-404704	\$ 13.50
[VENDOR] 22518 : ROCK SPRINGS RENEWAL FUND 700.66	Feb2018	118-003232	18-002322	02/20/2018	1	reimburse for rental of Ferris Bueller's Day off and Heal the Living from Swank Motion Pictures	110-11-1106-406140	\$ 513.00
	Feb2018	118-003232	18-002322	02/20/2018	2	facebook ads - Kenny Ahern Theater Event	110-11-1106-405402	\$ 195.65
[VENDOR] 155 : ROCK SPRINGS WINNELSON CO 10702.46	00370-000221/Jan2018	118-003126	18-002245	02/20/2018	1	Solenoid Valve, Inv. #223228-00	110-14-1405-406120	\$ 125.06
	00370-000221/Jan2018	118-003126	18-002245	02/20/2018	2	Tubing/Adapters, Inv. #223161-00	130-16-1601-406120	\$ 28.12
	00370-000221/Jan2018	118-003126	18-002245	02/20/2018	3	Seat, Inv. #223569-00	150-33-3302-406120	\$ 24.71
	00370-000221/Jan2018	118-003126	18-002245	02/20/2018	4	Aquastat, Inv. #223418-00	110-14-1405-406120	\$ 410.21

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	5	Ballast Capacitors/Ignitors, Inv. #223287-00	110-14-1404-406120	\$ 719.00
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	6	Sump Pump, Inv. #222879-00, 222879-02	150-33-3302-406120	\$ 1,069.33
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	7	Condensate Pump, Inv. #223651-00	110-14-1405-406120	\$ 43.98
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	8	Hypo Gauge, Inv. #223379-00	150-33-3302-406130	\$ 258.29
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	9	Studs/Nuts, Inv. #223518-00	150-33-3302-406120	\$ 22.84
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	10	Filters, Inv. #223652-00	110-14-1405-406120	\$ 302.80
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	11	Heater, Inv. #223745-00	150-33-3302-404310	\$ 678.56
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	12	HVAC Air Filters, Inv. #222886-00	110-14-1405-406120	\$ 737.88
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	12	HVAC Air Filters, Inv. #222886-00	110-14-1405-406121	\$ 261.72
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	13	Irrigation Parts, Inv. #223768-00	110-13-1304-404310	\$ 375.47
	00370-000221/Jan2018	I18-003126	18-002245	02/20/2018	14	Booster Pump Control, Inv. #222914-00	150-33-3302-406130	\$ 5,644.71
[VENDOR] 137 : ROCKY MOUNTAIN POWER	Jan2018	I18-003256	18-002331	02/20/2018	1	Streets	110-13-1303-406202	\$ 918.75
	Jan2018	I18-003256	18-002331	02/20/2018	2	Shop	110-19-1903-406202	\$ 269.10
	Jan2018	I18-003256	18-002331	02/20/2018	3	Parks	110-14-1401-406202	\$ 1,804.44
	Jan2018	I18-003256	18-002331	02/20/2018	4	Golf Course	110-14-1402-406202	\$ 4,790.40
	Jan2018	I18-003256	18-002331	02/20/2018	5	Civic Center	110-14-1404-406202	\$ 4,719.88
	Jan2018	I18-003256	18-002331	02/20/2018	6	Cemetery	110-13-1304-406202	\$ 725.37
	Jan2018	I18-003256	18-002331	02/20/2018	7	Animal Control	110-12-1202-406202	\$ 194.48
	Jan2018	I18-003256	18-002331	02/20/2018	8	Fire Department	110-12-1205-406202	\$ 248.05
	Jan2018	I18-003256	18-002331	02/20/2018	9	VWTP	130-16-1601-406202	\$ 30,911.95
	Jan2018	I18-003256	18-002331	02/20/2018	10	City Buildings	110-11-1104-406202	\$ 3,417.37
	Jan2018	I18-003256	18-002331	02/20/2018	11	Museum	110-34-3401-406202	\$ 556.60
	Jan2018	I18-003256	18-002331	02/20/2018	12	Civil Defense	110-12-1204-406202	\$ 29.03
	Jan2018	I18-003256	18-002331	02/20/2018	13	Street Lighting	110-13-1303-406204	\$ 24,383.54
	Jan2018	I18-003256	18-002331	02/20/2018	14	Water Department	150-33-3302-406202	\$ 17,101.74
	Jan2018	I18-003256	18-002331	02/20/2018	15	URA	110-11-1106-406202	\$ 1,274.75
[VENDOR] 22724 : ROCKY MOUNTAIN SURVEY INC.	1755	I18-003127	18-002249	02/20/2018	1	Surveying Services for the Community Center Sale	110-13-1301-403310	\$ 3,295.00
	1757	I18-003128	15-002068	02/20/2018	1	Professional Services - GIS Systems	110-13-1301-508401	\$ 1,592.50
[VENDOR] 24268 : SEMEDO Edna	UPR-Feb2018	I18-003174	18-002260	02/20/2018	1	Feb URP EDNA SEMEDO	250-00-0000-115000	\$ 31.00
[VENDOR] 20807 : SHERWIN WILLIAMS	1001-3376-8/Jan2018	I18-003129	18-002221	02/20/2018	1	Paint, Inv. #8043-4	130-16-1601-406120	\$ 161.26
	1001-3376-8/Jan2018	I18-003129	18-002221	02/20/2018	2	Paint, Inv. #7997-2	130-16-1601-406120	\$ 161.26
	1001-3376-8/Jan2018	I18-003129	18-002221	02/20/2018	3	Paint, Inv. #8164-8	130-16-1601-406120	\$ 105.38
	1001-3376-8/Jan2018	I18-003129	18-002221	02/20/2018	4	Enamel Paint, Inv. #8065-7	110-14-1401-406120	\$ 210.76
	1001-3376-8/Jan2018	I18-003129	18-002221	02/20/2018	5	Paint, Inv. #8257-0	130-16-1601-406120	\$ 105.38
[VENDOR] 20540 : SKAGGS COMPANIES, INC.	3024336 RI	I18-003130	17-003107	02/20/2018	1	Uniforms for Firefighters	110-12-1205-402101	\$ 65.00
[VENDOR] 180 : SMYTH PRINTING INC	47395	I18-003131	18-001870	02/20/2018	1	500 Envelopes with logo to match letterhead. Need to order this amount in order to have it match letterhead exactly.	110-14-1405-406001	\$ 216.80
	47430	I18-003175	18-002155	02/20/2018	1	Windowed Envelopes	110-12-1201-406001	\$ 227.40
[VENDOR] 21732 : SST TESTING +, INC.	cityrs-jan2018	I18-003132	18-002242	02/20/2018	1	Pre-Employment and Random Drug Testing	110-11-1109-403321	\$ 420.00

91345.45

4887.50

744.04

444.20

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 23658 : STOTZ EQUIPMENT 7652.41	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	1	Control/Wheel Assy, Inv. #P38881	110-14-1402-406120	\$ 152.57
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	2	Seat/Tines/Window Holder, Inv. #P38826 and Credit #P38895	110-14-1402-406120	\$ 412.34
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	3	Bumper, Inv. #P38586	110-14-1402-406120	\$ 34.30
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	4	Brake Parts, Inv. #P38697	110-14-1402-406120	\$ 1,583.90
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	5	Repair Parts/Reel Bearings/Roller Bearings/Elect Motor, Inv. #P38676	110-14-1402-406120	\$ 4,141.36
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	6	Credit, #P38651	110-14-1402-406120	\$ -19.50
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	7	Gator Parts/Bed Kit/Seat/Arm Assy, Inv. #P38916	110-14-1402-406120	\$ 874.08
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	8	Switches, Inv. #P38870	110-14-1402-406120	\$ 61.52
	ROCKS004-Jan2018	118-003257	18-002316	02/20/2018	9	Hydro Brake Parts/Brake Cable, Inv. #P38937	110-14-1402-406120	\$ 411.90
[VENDOR] 191 : SWEETWATER COUNTY CLERK	02092018	118-003176	18-000269	02/20/2018	1	Sky West Agreement - FY2018	110-15-1501-404702	\$ 23,179.83
[VENDOR] 19140 : SWEETWATER COUNTY SHERIFF'S OFFICE	January2018	118-003233	18-002303	02/20/2018	1	January Prisoner Boarding Fees	110-12-1201-404706	\$ 5,270.00
[VENDOR] 189 : SWEETWATER PLUMBING & HEATING LLC	77932/77931	118-003133	18-002252	02/20/2018	1	Plumbing Supplies - Inv. #'s 77932, 77931	130-16-1601-406120	\$ 1,193.60
[VENDOR] 999.120 : THARPE CONSULTING	WVC CPI 1018	118-003145		02/20/2018	1	Child Abuse for Patrol & New Investigators Training N. Rublee/T. Harris/A. Clawson-Walker	110-12-1201-403210	\$ 585.00
[VENDOR] 221 : THOMSON REUTERS - WEST PMNT CENTER 2609.03	837618044/837697464	118-003177	18-002283	02/20/2018	1	West Information Charges 1/1/18-1/31/18, Inv. 837618044.	110-11-1102-403220	\$ 2,128.00
	837618044/837697464	118-003177	18-002283	02/20/2018	2	Library Plan Charges 1/5/18-2/4/18, Inv. 837697464.	110-11-1102-403220	\$ 481.03
[VENDOR] 201 : TIRE DEN INC 3479.20	1-3482/Jan2018	118-003134	18-002225	02/20/2018	1	Tire, Inv. #1-289243	130-16-1601-406120	\$ 190.00
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	2	Tires, Inv. #1-GS289230	110-14-1401-406120	\$ 2,591.52
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	3	Tire Repair, Inv. #1-289985	130-16-1601-406120	\$ 24.95
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	4	Tire Repair, Inv. #1-290096	110-13-1303-406120	\$ 38.00
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	5	Tire Repair, Inv. #1-289848	110-13-1303-406120	\$ 43.95
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	6	Tire Repair, Inv. #1-289360	110-13-1303-406120	\$ 38.00
	1-3482/Jan2018	118-003134	18-002225	02/20/2018	7	Tires, Inv. #1-290247	110-13-1303-406120	\$ 552.78
[VENDOR] 24107 : TOPP PUBLISHING	8904	118-003234	18-002319	02/20/2018	1	Hometown Magazine Spring Issue - Ad	110-11-1106-405402	\$ 235.00
[VENDOR] 21313 : U-LINE 419.49	94268548	118-003135	18-002089	02/20/2018	1	S-18241 UVI Shrink Pallet Bags - White, 4 MIL, 50x48x84	110-12-1204-406103	\$ 330.00
	94268548	118-003135	18-002089	02/20/2018	2	Shipping	110-12-1204-406103	\$ 89.69
[VENDOR] 22500 : UNITED SITE SERVICES	114-6326387	118-003178	18-000405	02/20/2018	1	yearly rental of a ADA accessible portable restroom	110-13-1304-404310	\$ 197.95
[VENDOR] 20380 : UPS 205.94	65XW67058	118-003235	18-002294	02/20/2018	1	Shipping Fees	110-12-1201-406101	\$ 96.12
	65XW67048	118-003236	18-002304	02/20/2018	1	Shipping Fees	110-12-1201-406101	\$ 109.84
[VENDOR] 20027 : USA BLUE BOOK 1245.32	478127	118-003136	18-002169	02/20/2018	1	34433 BOO standard	130-16-1601-406130	\$ 44.95
	478127	118-003136	18-002169	02/20/2018	2	32518 NO2 reagent	130-16-1601-406130	\$ 64.15

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	478127	118-003136	18-002169	02/20/2018	3	32516 NO3 reagent	130-16-1601-406130	\$ 85.89
	478127	118-003136	18-002169	02/20/2018	4	40450 storage solution	130-16-1601-406130	\$ 265.60
	478127	118-003136	18-002169	02/20/2018	5	40480 10 buffer	130-16-1601-406130	\$ 92.00
	478127	118-003136	18-002169	02/20/2018	6	40470 7.0 buffer	130-16-1601-406130	\$ 92.00
	478127	118-003136	18-002169	02/20/2018	7	32250 sample tubes	130-16-1601-406130	\$ 31.90
	478127	118-003136	18-002169	02/20/2018	8	40673 loops	130-16-1601-406130	\$ 29.34
	478127	118-003136	18-002169	02/20/2018	9	32265 LT broth	130-16-1601-406130	\$ 123.16
	478127	118-003136	18-002169	02/20/2018	10	41266 hardness strips	130-16-1601-406130	\$ 25.30
	478127	118-003136	18-002169	02/20/2018	11	35530 wash bottles	130-16-1601-406130	\$ 48.20
	478127	118-003136	18-002169	02/20/2018	12	37676 1000 ml cylinder	130-16-1601-406130	\$ 145.90
	478127	118-003136	18-002169	02/20/2018	13	37673 100 ml cylinder	130-16-1601-406130	\$ 51.90
	478127	118-003136	18-002169	02/20/2018	14	37675 500 ml cylinder	130-16-1601-406130	\$ 113.90
	478127	118-003136	18-002169	02/20/2018	15	freight	130-16-1601-406130	\$ 51.13
[VENDOR] 214 : VAUGHN'S PLUMBING	24086	118-003237	18-002292	02/20/2018	1	Repairs to Apparatus Bay Furnace	110-12-1205-404310	\$ 3,528.44
[VENDOR] 413 : WAMCO LAB, INC	13526	118-003137	18-002219	02/20/2018	1	First quarter 2018 WET testing	130-16-1601-406130	\$ 2,100.00
[VENDOR] 24209 : WATCHGUARD VIDEO	ADVREP117076	118-003238	18-002295	02/20/2018	1	Replacement body camera	110-12-1201-406120	\$ 450.00
474.00	ADVREP117076	118-003238	18-002295	02/20/2018	2	Shipping	110-12-1201-406101	\$ 24.00
[VENDOR] 20304 : WAXIE	77232403	118-003179	18-002194	02/20/2018	1	385860 WAXIE ANTIBACTERIAL FOAM HANDSOAP 1250 ML 3/CS	110-14-1404-406120	\$ 166.30
276.97	77232403	118-003179	18-002194	02/20/2018	2	850890 28124 SOFPULL PREMIUM 1-PLY REGCAPACITY CENTERPULL TOWELS 6/CS	110-14-1404-406120	\$ 56.07
	77232403	118-003179	18-002194	02/20/2018	3	851177 WAXIE 1912 CLEAN & SOFT 2-PLYJUMBO ROLL BATH TISSUE 12/1000	110-14-1404-406120	\$ 39.60
	77232403	118-003179	18-002194	02/20/2018	4	Handling fees	110-14-1404-406120	\$ 15.00
[VENDOR] 9000.2087 : WENDY HATCH	6920955	118-003261		02/20/2018	1	UB CR REFUND-101088	170-00-0000-202000	\$ 85.98
[VENDOR] 24242 : WESTERN ENGINEERS & GEOLOGISTS, INC.	1371	118-003180	17-003137	02/20/2018	1	Professional Services - James Addition Sewer Replacement Project	130-16-1601-407210	\$ 2,528.26
3892.50	1371/b	118-003181	16-004033	02/20/2018	1	Professional Services - Sewer Line Replacement	130-16-1601-403310	\$ 1,364.24
[VENDOR] 226 : WHISLER CHEVROLET CO	127878	118-003138	18-002251	02/20/2018	1	Pipe, Inv. #127878	110-12-1201-406125	\$ 479.98
[VENDOR] 24039 : WHITAKER CONSTRUCTION CO., INC.	Retainage	118-003182	17-002407	02/20/2018	1	Retainage	130-00-0000-206000	\$ 362,602.02
[VENDOR] 24027 : WILLIAM H. SMITH AND ASSOCIATES, INC.	32161	118-003239	15-003989	02/20/2018	1	2013 Misc. Sewer Rehabilitation	130-16-1601-507205	\$ 8,302.50
9412.50	32163	118-003240	17-003194	02/20/2018	1	Reliance Transmission Water Line Crossing Killpecker Creek	150-33-3302-403310	\$ 1,110.00
[VENDOR] 20657 : WYO STATE BOARD OF PHARMACY	Kolb/Soto-2018	118-003241	18-002302	02/20/2018	1	Ruslan Kolb Registration Fees	110-12-1201-403220	\$ 80.00
160.00	Kolb/Soto-2018	118-003241	18-002302	02/20/2018	2	Austin Soto Registration Fee	110-12-1201-403220	\$ 80.00
[VENDOR] 18864 : WYOMING FIRE CHIEFS ASSOC	2018-	118-003139	18-002211	02/20/2018	1	Regular Membership, Jim Wamsley, Fire Chief	110-12-1205-403220	\$ 100.00
190.00								



**CITY OF ROCK SPRINGS**  
**February 7, 2018**

AFLAC INSURANCE NEW GROUP	Employee Premiums	\$	6,318.20
SUN LIFE ASSURANCE CO	Employee Premiums	\$	1,718.80
EQUITABLE LIFE	Employee Deferred	\$	137.50
ICMA RETIREMENT CORP (wire)	Employee Deferred	\$	27,704.23
GREAT-WEST LIFE & ANNUITY	Employee Deferred	\$	7,352.50
GREAT-WEST LIFE & ANNUITY	Post Tax	\$	200.00
NATIONWIDE RETIREMENT SOLUTIONS	Employee Deferred	\$	370.00
WADDELL & REED FINANCIAL SERVICES	Employee Deferred	\$	925.00
WYOMING CHILD SUPPORT ENFORCEMENT	Child Support payments	\$	3,570.00
RS FIREFIGHTER ASSN #1499	Employee dues	\$	2,224.80
SWEETWATER COUNTY CIRCUIT COURT (GR)	Employee garnishments	\$	469.27
RS CITY TREASURER	Employee BCBS reimbursement	\$	58,755.46
FLEXSHARE-BLUE CROSS BLUE SHIELD	Employee BCBS Flexshare	\$	7,003.32
496 & 872-NCPERS GROUP LIFE/PRUDENTIAL	Group Life employee deductions	\$	848.00
RS POLICE PROTECTIVE ASSOC	Employee dues	\$	570.00
UMWA/OAW LOCAL #4893	Employee dues	\$	1,808.40
UNITED WAY OF SW WYOMING	Employee deductions	\$	827.08
WADDELL & REED FINANCIAL SERVICES	Section 529 Plan	\$	825.00
WYOMING RETIREMENT SYSTEM	Fire benefit city/employee	\$	49,949.93
WYOMING WORKERS COMP	Employee benefits	\$	52,719.14
WYOMING WORKERS COMP	Work Restitution Workers	\$	193.97
WYOMING RETIREMENT SYSTEM	Employee benefits	\$	118,089.82
WYOMING RETIREMENT SYSTEM	Law Enforcement	\$	47,796.34
SWEETWATER FEDERAL CREDIT UNION	Employee deductions	\$	3,050.00
INTERNAL REVENUE SERVICE	Electronic fund transfer	\$	133,693.91
WY UNEMPLOYMENT	Unemployment Quarterly	\$	13,092.75
	Total	\$	540,213.42

## **City of Rock Springs**

Payroll Authorization  
for February 7, 2018

Gross Payroll - \$710,262.99



*City Council Agenda*

# *New Business*

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February 6, 2018

Honorable Mayor Carl R. Demshar, Jr.  
and City Council Members  
212 'D' Street  
Rock Springs, WY 82901

RE: Request for Permission to Bid Various Maintenance Projects

The Department of Engineering and Operations is requesting permission to bid the 2018 Overlay, the 2018 Concrete Replacement – Phase 2 and the 2018 Crack Sealing Projects for the City of Rock Springs. These projects will continue the required maintenance programs for various streets, concrete and ADA upgrades throughout the City.

Any questions regarding this request should be directed to the Department of Engineering and Operations. Thank you for your consideration of this matter.

Respectfully yours,

A handwritten signature in black ink that reads "Paul D. Kauchich". The signature is written in a cursive, flowing style.

Paul D. Kauchich, PE  
Director of Engineering and Operations

PDK

City of Rock Springs  
212 D Street  
Rock Springs, WY 82901  
307-352-1500  
307-352-1516 (fax)



**Position Request Form**  
(Must be completed prior to posting position.)

Position Requested by: Matt McBurnett

Date: 2/12/2018

Department Director Approval: Matt McBurnett

Date: 2/12/2018

Department: Finance & Administration

Position Requested: Senior Accountant or Accountant

☒ Replace ☐ Add

If replacement, state previous employee name and date of termination:

Matt McBurnett filled the vacant Director of Administrative Services position, which left the Senior Accountant position unfilled.

Position Status:

☒ Full-time ☐ Part-time ☐ Temporary ☐ Seasonal \_\_\_\_\_ months # hours/week 40

☒ Days ☐ Evenings ☐ Nights ☐ Weekends ☐ Various


Specific time of shift: (i.e. 7:00am - 3:30pm) 8:00 a.m. - 5:00 p.m.

Position Qualifications

- ☒ High School Grad/GED ☐ Associates Degree  
☐ Driver's License ☒ Bachelor's Degree  
☐ Commercial Driver's License ☐ Master's Degree  
☒ Certifications CPA License, unless filled at the Accountant level.

Brief Description of Duties: Supervise, plan, and coordinate the activities and operation of the Water/ Sewer Administration and Finance Divisions within the Department of Administrative Services; to exercise direct supervision over technical and clerical accounting staff; to perform advanced accounting, recording and reporting of financial transactions involved in comprehensive annual financial report, cost allocation plan, annual audit, and grant financial reporting, to review accounting records for accuracy; and to prepare financial reports, statements and special financial analyses for State and Federal Reports.

Position Begin Date: 3/26/2018

Budget Approval:   
Director of Administrative Services

Non-Budget Approval: \_\_\_\_\_  
Director of Administrative Services

Approved:   
Mayor

Not Approved: \_\_\_\_\_  
Mayor

**Advertising Request**

- ☐ Post In-House Only  
☐ Rocket Miner  
☐ Green River Star  
☐ Regional/National Paper \_\_\_\_\_  
☐ State Association \_\_\_\_\_  
☐ National Association \_\_\_\_\_



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**Department of Finance & Administration**  
212 D Street, Rock Springs, WY 82901  
(307)352-1500 · Fax(307) 352-1516

**MEMO**

**To:** Honorable Mayor Carl R. Demshar, Jr.  
City Councilors

**From:** Matthew L. McBurnett, Director of Administrative Services

**Date:** February 14, 2018

**RE:** Health Insurance Premiums 2018-2019 Plan Year

The governing body passed a resolution on February 6, 2018 to continue with Blue Cross Blue Shield as plan administrator and High Mark Life Insurance Company as the stop loss carrier for the 2018-2019 plan year. Since that time, the insurance committee has reviewed the historic financial and claims information for the plan. The committee is recommending a premium increase of 5% beginning March 1, 2018.

The last premium increase was 10% on March 1, 2017. Since that time, the plan fixed costs have increased and we are adding some enhancements for immunizations and prescriptions that were recommended by BCBS. The committee has been able to manage the increased costs each year by monitoring all plan activity on a monthly basis and utilizing existing plan funds to offset these expenses.

The proposed 5% increase is allowed for in the FY 2018-2019 budget. The city currently pays 80% of the premium rates with the remaining 20% being funded by employee contributions. The increased cost to employees will range from \$7.39 per month for single coverage to \$20.52 per month for family coverage.

As the committee continues to monitor the financial and claims data during the coming year, we would like to reserve the right to recommend additional premium changes if deemed necessary.

February 13, 2018

Dear Mayor Carl Demshar and Members of the Rock Springs City Council,

As the President of the Parks and Recreation Advisory Board, I am writing you on behalf of the Board. As you might recall, this Board recommended to you early in 2017 and you approved a \$30.00 fee for all park reservations along with a \$1,000.00 fee if a group wanted to close the park for their use for a day. As the 2017 summer season progressed, the staff identified that many of the park reservations were for larger groups and as such required additional effort by the Parks department personnel along with additional expenses for trash removal, etc. Therefore, per request of the Parks and Recreation staff, we are recommending that the \$30.00 fee be charged for small groups up to 50 people, a \$75.00 fee be charged for medium sized groups between 51 and 150 people, and a \$150.00 fee be charged for large groups in excess of 151 people and that we continue to charge the \$1,000.00 fee for groups with the desire to close the park for a day. With the additional expenses that have been identified for larger groups, we believe it would be advantageous to capture the additional expenses that are created by the larger groups.

Thank you very much for your consideration. We thank you for your service.

Sincerely,

*Ronald L. Cheese*

Ronald L. Cheese

President – Parks and Recreation Advisory Board

Laurie,

Please accept this request from the Rock Springs Liquor Dealer's Association:

February 7, 2018

Dear Honorable Mayor Demshar and Rock Springs City Council Members:

The Rock Springs Liquor Dealer's Association requests the following dates for your consideration for the "All Night" dates for 2018:

Saturday, March 17 2018.....	St Patrick's Day
Saturday, August 4 2018.....	Sweetwater County Fair
Saturday, October 27, 2018.....	Halloween
Monday, December 31, 2018.....	New Year's Eve

Thank You  
Wing Lew  
Rock Springs Liquor Dealer's Association

Contact Information:  
Buddha Bob's Bar  
1549 9<sup>th</sup> Street  
Rock Springs, Wyoming 82901  
[wingsands@yahoo.com](mailto:wingsands@yahoo.com)  
307-389-1309

2/2/18

To Chief for Approval



APPLICATION FOR 24 HR MALT BEVERAGE  
OR LIQUOR CATERING PERMIT

Permit Time: 4 pm - Midnight

Name of Event: Casino Fever Fundraiser

Permit Date(s): 3/24/18 to 3/24/18 Times of Event: 4:30pm to 11:00 pm

No. of Days Permitted: 1 Fee per day: \$75.00 Total Fee: \$75.00

Applicant: Young at Heart Foundation D/B/A: \_\_\_\_\_

Contact Person: Maxine Cfeager Phone: (307) 871-1659

Company Location: 2400 Reagan Ave City: Rock Springs State: WY Zip: 82901

Mailing Address: Same City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: (307) 352-6737 Email address: youngatheartevents@gmail

Location of Event/Sales: 2400 Reagan - Young at Heart Center

**Applicants that are receiving anything of value (i.e. money, goods and/or services)  
From any industry representative must answer the following:**

As an applicant for a 24 hour malt beverage or catering permit, you are:

A nonprofit corporation organized under the laws of this state; YES ☒ NO ☐

Qualified as a tax exempt organization under the Internal Revenue Code: YES ☒ NO ☐

And have been in continuous operation for not less than two (2) years. YES ☒ NO ☐

**FILING AS:** ☒ Individual ☐ Partnership ☐ Corporation ☐ LLC ☐ LLP

**NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.**

If a corporation, LLC, or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC, or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address St., City, State, Zip	Residence Phone Number	No. of yrs. in Corp. or LLC	% of Stock Held	Have you been convicted of a Felony Violation - YES or NO	Have you been convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages? YES or NO
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

By filing this application, I agree to operate in Wyoming under the requirements of W.S.12-4-502 and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

By signing this application, I acknowledge for Young at Heart Foundation (Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer, or LLC/LLP member.

#### VERIFICATION OF APPLICATION

(Requires signatures by ALL individuals, ALL Partners, ONW (1) LLC Member, TWO (2) Corporate Officers/Directors, or TWO (2) Club Officers. W.S.12-4-102(b))

Dated this 2 day of February, 2018

Maxine Geager  
Applicant Signature

\_\_\_\_\_  
Applicant Signature

**A Temporary Food Permit may be required for your event, by the Department of Agriculture. Please contact the Sweetwater County Health Officer at 333 Broadway, Suite 10, Rock Springs, or call (307) 352-6709 for further information.**

\_\_\_\_\_  
Signature of Licensing Authority Official

\_\_\_\_\_  
Date

Dennis Pan  
Law Enforcement Review Signature

2/13/18  
Date

Comments: I.D. Scanners are available from the RSPD at  
NO COST TO Young at Heart Foundation. LEPS TRAINING  
IS OFFERED AT NO COST TO THE VOLUNTEERS.

Malt Beverage/Liquor Catering Permits for events at city facilities are reviewed by the Mayor and may require evidence of security for the event and liquor liability insurance in the amount of \$1,000,000.00 with the city of Rock Springs named as an additional insured.

Security Required? ☒ Yes ☐ No

Liquor Liability Insurance Required? ☒ Yes ☐ No



2400 Reagan Avenue, Rock Springs, WY 82901 307-352-6737

Mayor Carl Demshar  
City of Rock Springs  
212 "D" Street  
Rock Springs, WY 82901

Casino Fever Fundraising Event  
Saturday March 24, 2018

Dear Mayor Demshar:

The Young at Heart Fundraising Committee is already hard at work planning the Young at Heart Foundations 10<sup>th</sup> annual Casino Fever Event which will take place Saturday March 24, 2018 at the Young at Heart Community Center.

As you know, in the past the Casino Fever Fundraiser has offered beer and wine coolers to those attending. The Young at Heart Foundation is asking the City of Rock Springs for an alcoholic beverage permit for this one night. We will have previous security professionals volunteering as security guards, an ID scanner, and TIP's trained servers. The Foundation has purchased Event Insurance for that evening through Tegeler and Associates. Myself, along with Ryan Rust and Rachelle Morris will have our phones with us so that if there are any problems, we may contact the authorities immediately. This is our 10<sup>th</sup> annual Casino Fever Fundraising Event, and we have never had any alcohol related issues.

A flyer for the event, the permit paperwork, and a check for \$75 is enclosed.

Thank You

Maxine Yeager  
Special Event Coordinator



2/12/18

To Chief for Review

APPLICATION FOR 24 HR MALT BEVERAGE  
OR LIQUOR CATERING PERMIT

Rock Springs

Permit Time: 3pm - midnight

Name of Event: Muley Fanatic's

Permit Date(s): 3/17/18 to 3/17/18 Times of Event: 3 PM to midnight

No. of Days Permitted: 1 Fee per day: \$75.00 Total Fee: 75.00

Applicant: Ponderosa Bar Inc D/B/A: Ponderosa Bar

Contact Person: Susan Dickinson Phone: (367) 350-5815

Company Location: 41 East Rail Road Ave City: Green River State: WY Zip: 82935

Mailing Address: 41 E Railroad Ave City: Green River State: WY Zip: 82935

Business Phone: (367) 875-4614 Email address: ponderosabarem@gmail.com

Location of Event/Sales: Sweet Water Events Complex

Applicants that are receiving anything of value (i.e. money, goods and/or services)  
From any industry representative must answer the following:

As an applicant for a 24 hour malt beverage or catering permit, you are:

A nonprofit corporation organized under the laws of this state; YES ☐ NO ☒Qualified as a tax exempt organization under the Internal Revenue Code: YES ☐ NO ☒And have been in continuous operation for not less than two (2) years. YES ☒ NO ☐FILING AS: ☐ Individual ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP**NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.**

If a corporation, LLC, or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC, or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address St., City, State, Zip	Residence Phone Number	No. of yrs. in Corp. or LLC	% of Stock Held	Have you been convicted of a Felony Violation - YES or NO	Have you been convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages? YES or NO
Susan Dickinson	2-14-66	519 Fremont Circle Rock Springs WY	367 350 5815	2	100	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
						Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

By filing this application, I agree to operate in Wyoming under the requirements of W.S.12-4-502 and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

By signing this application, I acknowledge for Ponderosa Bar (Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer, or LLC/LLP member.

#### VERIFICATION OF APPLICATION

(Requires signatures by ALL individuals, ALL Partners, ONW (1) LLC Member, TWO (2) Corporate Officers/Directors, or TWO (2) Club Officers. W.S.12-4-102(b))

Dated this 12 day of Feb, 18.

[Signature]  
Applicant Signature

\_\_\_\_\_  
Applicant Signature

**A Temporary Food Permit may be required for your event, by the Department of Agriculture. Please contact the Sweetwater County Health Officer at 333 Broadway, Suite 10, Rock Springs, or call (307) 352-6709 for further information.**

\_\_\_\_\_  
Signature of Licensing Authority Official

\_\_\_\_\_  
Date

[Signature]  
Law Enforcement Review Signature

2/13/18  
Date

Comments: I.D. SCANNERS AVAILABLE FROM THE RSPO AT NO  
COST. SEE COMMANDER KESLAR TO CHECK OUT THE SCANNERS

Malt Beverage/Liquor Catering Permits for events at city facilities are reviewed by the Mayor and may require evidence of security for the event and liquor liability insurance in the amount of \$1,000,000.00 with the city of Rock Springs named as an additional insured.

Security Required? ☐ Yes ☐ No

Liquor Liability Insurance Required? ☐ Yes ☐ No



1-31-2018

Re: Event security for RS event

City of Green River

501 E 2<sup>ND</sup> N

Green River, Wyoming 82935

Governing Body,

The Southwest Chapter of the Muley Fanatic Foundation will have its yearly fundraising event, held on March 17<sup>TH</sup> 2018 at the Events Complex in Rock Springs. The Ponderosa Bar will be providing alcohol services for this event and the Sweetwater County Sheriff's Department will be providing security for the event.

Should you have any questions, please feel free to contact me.

Thanks

Chris Steffen  
Director of Operations  
Muley Fanatic Foundation  
520 Wilkes Drive, Suite #1  
Green River, WY 82935  
Office - (307)875-3133  
Cell - (307)870-7246



*City Council Agenda*

# *Resolutions*

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2/2/18

**RESOLUTION NO. 2018- 18**

A RESOLUTION APPROVING LOCAL FINANCIAL INSTITUTIONS TO BE DESIGNATED AS DEPOSITORIES FOR PUBLIC FUNDS.

WHEREAS, RSNB Bank, Commerce Bank of Wyoming, U.S. Bank National Association, Uinta Bank, Bank of the West, and 1<sup>st</sup> Bank a division of Glacier Bank, have submitted applications to be considered as depositories for public funds; and

WHEREAS, each application is accompanied by a sworn statement of financial condition and a description of securities to be pledged as collateral.

NOW, THEREFORE, BE IT RESOLVED THAT RSNB BANK, COMMERCE BANK OF WYOMING, U.S. BANK NATIONAL ASSOCIATION, UINTA BANK, BANK OF THE WEST, AND 1<sup>ST</sup> BANK, A DIVISION OF GLACIER BANK, BE, AND ARE HEREBY APPROVED AS DEPOSITORIES FOR FUNDS OF THE CITY OF ROCK SPRINGS.

PASSED AND APROVED this 20<sup>th</sup> Day of February, 2018.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

12/12/18  
RESOLUTION NO. 2018- 19

A RESOLUTION ACCEPTING AND APPROVING A CHANGE ORDER WITH DEBERNARDI CONSTRUCTION COMPANY, INC., AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID CHANGE ORDER ON BEHALF OF SAID CITY.

WHEREAS, a Contract with DeBernardi Construction Company, Inc., in the amount of \$320,500.00 for the 2018 Concrete Replacement Project Phase 1 was accepted and approved by the Governing Body on October 3, 2017, by Resolution 2017-110; and,

WHEREAS, DeBernardi Construction Company, Inc. has submitted a Change Order requesting an increase of \$61,900.00 to the original contract due to essential work for proper future expansion of the columbarium, located at the cemetery; and,

WHEREAS, the Governing Body of the City of Rock Springs has said Change Order before it and has given it careful review and consideration.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the Change Order, with DeBernardi Construction Company, Inc., requesting an increase of \$61,900.00 to the original contract, attached hereto and by this reference made a part hereof, is hereby accepted and approved by the Governing Body of the City of Rock Springs.

Section 2. That the Mayor of the City of Rock Springs, be and he is hereby authorized, empowered and directed to execute said Change Order, on behalf of said City; and that the City Clerk of said City, be and he is hereby authorized and directed to attach to each duplicate original of said Change Order a certified copy of this resolution.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**CITY OF ROCK SPRINGS**  
**DEPARTMENT OF ENGINEERING AND OPERATIONS**

**CHANGE ORDER**

Date: 2/6/2018

Contract Date: 10/3/2017

NAME OF PROJECT: 2018 Concrete Replacement Project Phase 1

CONTRACTOR: DeBernardi Construction Company, Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

Justification:

- Work is to place concrete foundations, decorative flatwork, and grading for the columbarium, located at the cemetery.
- The work is essential for proper future expansion of the columbarium.

Original CONTRACT PRICE: \$320,500.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$320,500.00

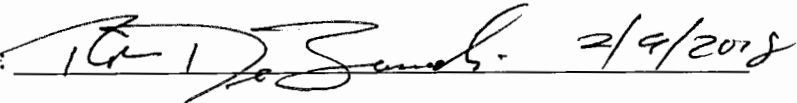
The CONTRACT PRICE due to this CHANGE ORDER will be (increased) / (decreased)  
by \$61,900.00

The CONTRACT PRICE including this CHANGE ORDER will be \$382,400.00

Change to CONTRACT TIME:

CONTRACT TIME will be (increased) / (decreased).  
No change.

**Approvals:**

Contractor's Representative:  2/9/2018

City's Representative: \_\_\_\_\_

Mayor: \_\_\_\_\_

*Rec'd  
2/12/18*

**HOUSING RESOLUTION NO. 2018-20**

**A RESOLUTION AUTHORIZING CARL R. DEMSHAR, JR., ACTING IN HIS CAPACITY AS CHAIRMAN OF THE ROCK SPRINGS HOUSING BOARD TO APPROVE A MEMBERSHIP APPLICATION WITH RESIDENT CHECK SCREENING COLLECTIONS.**

**WHEREAS, the Rock Springs Housing Authority wishes to enter into a Membership Application for new software to do criminal checks with Resident Check Screening Collections; and,**

**WHEREAS, the Housing Board has given said Membership Application careful review and consideration, and it is in the best interest of the City to accept and approve said application.**

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING BOARD OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING.**

**Section 1. That the attached Membership Application for new software to do criminal checks with Resident Check Screening Collections, be accepted and approved by the Governing Body, acting in its capacity as the Board for the Housing Authority.**

**PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.**

\_\_\_\_\_  
**President of the Council/Board**

\_\_\_\_\_  
**Chairman/Mayor**

**Attest:**

\_\_\_\_\_  
**City Clerk**



THE STATE OF WYOMING     )  
COUNTY OF SWEETWATER    ) ss  
CITY OF ROCK SPRINGS     )

I, Carl R. Demshar, Jr., acting as Chairman of the Board for the City of Rock Springs Housing Authority, do hereby proclaim that the foregoing Resolution of the City of Rock Springs, was, on the date thereof, duly and regularly passed and approved by the City Council, acting in its capacity as the City of Rock Springs Housing Board, and by the Mayor, acting in his capacity as the Chairman of the Housing Authority Board, as attested by the Clerk of said City, and I do hereby proclaim the same to be in full force and effect from and after the date of its passage.

\_\_\_\_\_  
Mayor/Chairman of the Board

THE STATE OF WYOMING     )  
COUNTY OF SWEETWATER    ) ss.  
CITY OF ROCK SPRINGS     )

I, Matthew L. McBurnett, Director of Administrative Services of the City of Rock Springs, Wyoming, do hereby certify that on the \_\_\_\_\_ day of February, 2018, the foregoing Resolution of the City of Rock Springs was proclaimed by the Mayor, acting in his capacity as Chairman of the Board for the City of Rock Springs Housing Authority, to be in full force and effect from and after the passage thereof as set forth in said Resolution, and that the same was posted by me in the office of the City Clerk as directed by the City Council, acting in its capacity as the City of Rock Springs Housing Authority Board on the \_\_\_\_\_ day of February, 2018, at 7:00 p.m. on said day.

\_\_\_\_\_  
City Clerk



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### MEMBERSHIP APPLICATION

**REQUIRED INFORMATION:** All information must be completed in its entirety. Please print clearly and legibly to ensure accurate and timely processing.

**Management Company Information:**

Company Name ("Client"): Rock Springs Housing Authority

Client DBAs: None

Years in Business: 50

Physical Address: 233 C Street, Rock Springs, WY 82901

Phone: 307-352-1471

Is this a residential address?

- ☐ Yes  
☒ No

Type of Business:

- ☒ Property Management  
☐ Other:

Please explain: \_\_\_\_\_

Type of Ownership:

- ☐ Sole Proprietorship  
☐ Partnership  
☐ Limited Liability Company  
☐ Corporation  
☒ Other:

Please explain: Government/RHSA is a component unit of a City Government

Number of Properties (using the Services): 5

(see attached Property Roster)

Does the Client have an Investigator License?

- ☐ Yes (if so, please provide a copy)  
☒ No

How will the credit report be accessed?

- ☒ CPU  
☐ Other

Please explain: \_\_\_\_\_

Does the Client qualify for tax exempt status?

- ☐ Yes (if so, please provide a copy)  
☒ No

**Permissible Purpose/Appropriate Use:** Please describe the specific purpose for which credit bureau report information will be used. Application will not be processed unless this information is provided.

- ☒ A tenant screening application for future residents ordered in connection with a tenant screening application initiated by the consumer.  
☐ Pre-employment screening application ordered in connection with an application for employment initiated by the applicant  
☐ Other

Please explain: \_\_\_\_\_

**Principal Information:** If the Client is a sole proprietorship or partnership, please complete this box.

Principal Name: \_\_\_\_\_

Title or Position: \_\_\_\_\_

Phone Number: \_\_\_\_\_

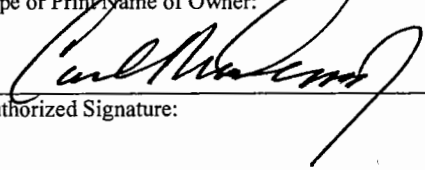
I understand that the information provided below will be used to obtain a consumer credit report, and my creditworthiness may be considered when making a decision to grant membership.

<b>Banking Reference:</b> Please provide the name of the bank which maintains the Client's business checking account. Banking Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Business Account Number(s): _____	
<b>Administrator:</b> <u>April Thompson</u> Address: <u>233 C Street</u> <u>Rock Springs, WY 82901</u> E-mail: <u>April_Thompson@rswy.net</u> Voice: _____ Fax: _____ Cell: _____	
<b>Billing Contact:</b> <u>City of Rock Springs</u> Address: <u>212 D Street, Rock Springs, WY 82901</u> E-mail: _____ Voice: _____ Fax: _____	
<input type="checkbox"/> Check if a Purchase Order is needed for this purchase. <input checked="" type="checkbox"/> Check if the Properties are to receive individual invoices (will be sent to the address/e-mail provided in the Property Appendix).	

**The following applies to consumer credit products (i.e. Consumer Credit Reports, Business Owners Profile, and Small Business Intelliscore):**

I have read and understand the "FCRA Requirements" notice and "Access Security Requirements" and will take all reasonable measures to enforce them within my facility. I certify that I will use the information for no other purpose other than what is stated in the Permissible Purpose/Appropriate Use section on this application and for the type of business listed on this application. I will not resell the report to any third party. I understand that if my system is used improperly by company personnel, or if my access codes are made available to any unauthorized personnel due to carelessness on the part of any employee of my company, I may be held responsible for financial losses, fees, or monetary charges that may be incurred and that my access privilege may be terminated.

Client: Rock Springs Housing Authority

Carl R. Densha Jr.  
 Type or Print Name of Owner:  
  
 Authorized Signature:  
Mayer  
 Title:  
2-12-18  
 Date:



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#### **SUBSCRIBER SERVICE AGREEMENT**

This Agreement is entered into the date below executed between ResidentCheck, LLC. (hereinafter referred to as "ResidentCheck") and Rock Springs Housing Authority (hereinafter referred to as "Client").

ResidentCheck agrees to furnish to Client information on each applicant requested as described in this Agreement.

Client must specify in writing any information requested before it will be included by ResidentCheck in the information provided. Any criminal history provided by ResidentCheck is limited to the public records requested and subject to the Fair Credit Reporting Act (Public Law 91-508) Section 605(5). While ResidentCheck strives to provide complete and accurate information, Client understands that ResidentCheck relies on information provided by third parties over which ResidentCheck has no control.

With respect to the subject matter and terms of this agreement, Client agrees:

1. To comply with all provisions of the Fair Credit Reporting Act and any state laws applicable to consumer credit reporting as pertains to the services of ResidentCheck and operated by Client and to not further resell information provided by ResidentCheck.
2. If Client acts upon any application in a negative fashion, denies or approves with conditions, based in whole or in part on information gained from ResidentCheck, Client must furnish applicant with an "Adverse Action" letter.
3. Client has a permissible purpose for obtaining reports, as defined by Section 604 of the Fair Credit Reporting Act (15 USC 1681b) as amended by the Consumer Credit Reporting Reform Act of 1996, hereinafter called "FCRA." The Client certifies its permissible purpose as: In connection with   X   a tenant screening application,        a pre-employment screening application, or        both a tenant and pre-employment screening application, initiated by the consumer.
4. That Client's employees will be prohibited from gathering information on themselves or any other employee, unless incident to their employment with Client, by the submission of a report request through ResidentCheck.
5. To keep and maintain its applications containing a signature of the applicant for a period of Thirty-Six (36) months and agree to provide ResidentCheck copies of any such applications upon request.
6. In the event that a scoring system has been developed, with or without the assistance of ResidentCheck, Client agrees to indemnify and hold ResidentCheck harmless from any use of the criteria. Client understands that ResidentCheck is not providing legal advice and ResidentCheck makes no warranties or representations that Client's criteria meets the standards required by applicable local, state and federal laws.
7. Client shall use each consumer report only for a one-time use and shall hold the report in strict confidence, and not to disclose it to any third parties; provided, however, that Client may disclose the report to the subject of the report only in connection with an Adverse Action based on the report.
8. To pay ResidentCheck its billing statements according to their terms. Payments of all charges by Client shall be due upon receipt and are past due thirty (30) days after the billing date. ResidentCheck may suspend Client's services if payments are not received within thirty (30) days after due date. Non-payment by Client's customers will not relieve Client of the responsibility of paying ResidentCheck. Past due invoices shall incur a \$35.00 late fee and bear interest at the maximum rate provided by law. If it becomes necessary for ResidentCheck to place Client's account for collection, Client agrees to pay all reasonable costs of collection including reasonable attorney's fees.
9. To comply with access security requirement (see Exhibit A), which are incorporated by referenced and part of this agreement as is fully set forth herein.

The FCRA provides that any person who knowingly and willfully obtains information on a consumer from a consumer reporting agency under false pretenses shall be fined under Title 18, or imprisoned not more than two years, or both. Client certifies that it will request consumer reports pursuant to procedures prescribed by ResidentCheck from time to time only for the permissible purpose certified above, and will use the reports obtained for no other purpose.

Client acknowledges and agrees to hold ResidentCheck, its Agents and/or Employees harmless from claims, demands, costs or expenses arising out of any loss which may be sustained or attributed by the Gross negligence of Client, its Owners, Agents, and or Employees in regards to the services Client has requested of ResidentCheck and defend same against any and all claims, liabilities, damages, liens and expense (including without limitations, reasonable attorney's fees) arising directly or indirectly from any such occurrences. ResidentCheck services and reports are provided "as is" without any warranty of any kind, expressed or implied, including, but not limited to, the warranty of performance, merchantability and fitness for a particular purpose. ResidentCheck shall have no liability whatsoever to Client for any lost profits or other consequential, exemplary, incidental, indirect or special damages relating in whole or in part to Client's use of or inability to use ResidentCheck's reports and/or services.

Client's exclusive remedy and ResidentCheck's entire liability, if any, for any claims for damages relating to services and/or reports provided by ResidentCheck, whether based in contract, tort or negligence, shall be limited to the amount of fees paid by Client for the services and/or reports which are the basis of the claim.

This Agreement is effective on a month-to-month basis and can be terminated by either party upon thirty (30) days written notice to the other party. This Agreement shall automatically renew for additional terms of one month unless, notice of termination is received by either party thirty (30) days prior to the end of the then-current term. During any extension of the term or Agreement, all provisions shall remain in full force and effect. With just cause, such as delinquency or violation of the terms of this contract or a legal requirement, or a material change in existing legal requirements which adversely affects this Agreement, ResidentCheck may upon its election, discontinue serving the Client and cancel this Agreement immediately. The consideration for the covenants and conditions contained herein shall consist of the payment by Client of a payment of a report fee per the current rate schedule provided by ResidentCheck as (Exhibit B).

Experian, Equifax and Trans Union require a physical inspection to meet Federal guidelines as a qualified entity to request credit bureau reports. Third-party companies designated by the Credit Bureau provide inspections. The cost is \$95.00, per inspection, and will be billed on the first invoice. Passing verification is not guaranteed and there is no refund of the inspection fee for any reason.

This Agreement represents the entire understanding between the parties hereto with respect to the subject matter hereof and this Agreement supersedes all previous representations, understandings or agreements, oral or written instrument signed by the parties hereto. This Agreement shall be interpreted pursuant to the laws of the State of Texas and performable in Dallas, Dallas County, Texas. By the execution below, the parties hereto have agreed to all of the terms and conditions of this Agreement.

Rock Springs Housing Authority  
Client

By: Authorized Signature

Carl R. Demshor Jr.  
Please Print Authorized Name

Mayer  
Title

2-12-18  
Date

ResidentCheck, LLC.  
Company

By: Authorized Signature

Please Print Authorized Name

Title

Date



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**EXHIBIT A**  
**CREDIT BUREAU ACCESS SECURITY REQUIREMENT**

The following information security controls are required to reduce unauthorized access to consumer information. It is the Client's responsibility to implement these controls. If you do not understand these requirements or need assistance, it is your responsibility to get an outside service provider to assist you. Experian reserves the right to make changes to these Access Security Requirements without prior notification. The information provided herewith provides minimum baselines for information security. In accessing Experian's services, Client agrees to follow these security requirements. These requirements are applicable to all systems and devices used to access, transmit, process, or store Experian data:

**1. Implement Strong Access Control Measures**

- 1.1 All credentials such as Client Code number, Client Code passwords, User names/identifiers (user IDs) and user passwords must be kept confidential and must not be disclosed to an unauthorized party. No one from Experian will ever contact you and request your credentials.
- 1.2 If using third party or proprietary system to access Experian's systems, ensure that the access must be preceded by authenticating users to the application and/or system (e.g. application based authentication, Active Directory, etc.) utilized for accessing Experian data/systems.
- 1.3 If the third party or third party software or proprietary system or software, used to access Experian data/systems, is replaced or no longer in use, the passwords should be changed immediately.
- 1.4 Create a unique user ID for each user to enable individual authentication and accountability for access to Experian's infrastructure. Each user of the system access software must also have a unique logon password.
- 1.5 User IDs and passwords shall only be assigned to authorized individuals based on least privilege necessary to perform job responsibilities.
- 1.6 User IDs and passwords must not be shared, posted, or otherwise divulged in any manner.
- 1.7 Develop strong passwords that are:
  - Not easily guessable (i.e. your name or company name, repeating numbers and letters or consecutive numbers and letters)
  - Contain a minimum of eight (8) alphabetic and numeric characters for standard user accounts
  - For interactive sessions (i.e. non-system-to-system) ensure that passwords/passwords are changed periodically (every 90 days is recommended)
- 1.8 Passwords (e.g. Client code passwords, user password) must be changed immediately when:
  - Any system access software is replaced by another system access software or is no longer used
  - The hardware on which the software resides is upgraded, changed or disposed
  - Any suspicion of password being disclosed to an unauthorized party (see section 4.3 for reporting requirements)
- 1.9 Ensure that passwords are not transmitted, displayed or stored in clear text; protect all end user (e.g. internal and external) passwords using, for example, encryption or a cryptographic hashing algorithm also known as "one-way" encryption. When using encryption, ensure that strong encryption algorithm are utilized (e.g. AES 256 or above).
- 1.10 Implement password protected screensavers with a maximum fifteen (15) minute timeout to protect unattended workstations. Systems should be manually locked before being left unattended.
- 1.11 Active logins to credit information systems must be configured with a 30 minute inactive session timeout.
- 1.12 Ensure that personnel who are authorized access to credit information have a business need to access such information and understand these requirements to access such information are only for the permissible purposes listed in the Permissible Purpose Information section of the membership application.
- 1.13 Client must NOT install Peer-to-Peer file sharing software on systems used to access, transmit or store Experian data.
- 1.14 Ensure that Client employees do not access their own credit reports or those reports of any family member(s) or friend(s) unless it is in connection with a credit transaction or for another permissible purpose.
- 1.15 Implement a process to terminate access rights immediately for users who access Experian credit information when those users are terminated or when they have a change in their job tasks and no longer require access to that credit information.
- 1.16 Implement a process to perform periodic user account reviews to validate whether access is needed as well as the privileges assigned.
- 1.17 Implement a process to periodically review user activities and account usage, ensure the user activities are consistent with the individual job responsibility, business need, and in line with contractual obligations.
- 1.18 Implement physical security controls to prevent unauthorized entry to Client's facility and access to systems used to obtain credit information. Ensure that access is controlled with badge readers, other systems, or devices including authorized lock

and key.

## 2. Maintain a Vulnerability Management Program

- 2.1 Keep operating system(s), firewalls, routers, servers, personal computers (laptops and desktops) and all other systems current with appropriate system patches and updates.
- 2.2 Configure infrastructure such as firewalls, routers, servers, tablets, smart phones, personal computers (laptops and desktops), and similar components to industry best security practices, including disabling unnecessary services or features, and removing or changing default passwords, IDs and sample files/programs, and enabling the most secure configuration features to avoid unnecessary risks.
- 2.3 Implement and follow current best security practices for computer virus detection scanning services and procedures:
  - Use, implement and maintain a current, commercially available anti-virus software on all systems, if applicable anti-virus technology exists. Anti-virus software deployed must be capable to detect, remove, and protect against all known types malicious software such as viruses, worms, spyware, adware, Trojans, and root-kits.
  - Ensure that all anti-virus software is current, actively running, and generating audit logs; ensure that anti-virus software is enabled for automatic updates and performs scans on a regular basis.
  - If you suspect an actual or potential virus infecting a system, immediately cease accessing the system and do not resume the inquiry process until the virus has been eliminated.

## 3. Protect Data

- 3.1 Develop and follow procedures to ensure that data is protected throughout its entire information lifecycle (from creation, transformation, use, storage and secure destruction) regardless of the media used to store the data (i.e., tape, disk, paper, etc.).
- 3.2 Experian data is classified Confidential and must be secured to in accordance with the requirements mentioned in this document at a minimum.
- 3.3 Procedures for transmission, disclosure, storage, destruction and any other information modalities or media should address all aspects of the lifecycle of the information.
- 3.4 Encrypt all Experian data and information when stored electronically on any system including but not limited to laptops, tablets, personal computers, servers, databases using strong encryption such as AES 256 or above.
- 3.5 Experian data must not be stored locally on smart tablets and smart phones such as iPads, iPhones, Android based devices, etc.
- 3.6 When using smart tablets or smart phones to access Experian data, ensure that such devices are protected via device pass-code.
- 3.7 Applications utilized to access Experian data via smart tablets or smart phones must protect data while in transmission such as SSL protection and/or use of VPN, etc.
- 3.8 Only open email attachments and links from trusted sources and after verifying legitimacy.
- 3.9 When no longer in use, ensure that hard-copy materials containing Experian data are crosscut shredded, incinerated, or pulped such that there is reasonable assurance the hard-copy materials cannot be reconstructed.
- 3.10 When no longer in use, electronic media containing Experian data is rendered unrecoverable via a secure wipe program in accordance with industry-accepted standards for secure deletion, or otherwise physically destroying the media (for example, degaussing).

## 4. Maintain an Information Security Policy

- 4.1 Develop and follow a security plan to protect the confidentiality and integrity of personal consumer information as required under the GLB Safeguards Rule.
- 4.2 Suitable to complexity and size of the organization, establish and publish information security and acceptable user policies identifying user responsibilities and addressing requirements in line with this document and applicable laws and regulations.
- 4.3 Establish processes and procedures for responding to security violations, unusual or suspicious events and similar incidents to limit damage or unauthorized access to information assets and to permit identification and prosecution of violators. *If you believe Experian data may have been compromised, immediately notify Experian within twenty-four (24) hours or per agreed contractual notification timeline (See also Section 8).*
- 4.4 The FACTA Disposal Rules requires that Client implement appropriate measures to dispose of any sensitive information related to consumer credit reports and records that will protect against unauthorized access or use of that information.
- 4.5 Implement and maintain ongoing mandatory security training and awareness sessions for all staff to underscore the importance of security in the organization.
- 4.6 When using third party service providers (e.g. application service providers) to access, transmit, store or process Experian data, ensure that service provider is compliant with Experian Independent Third Party Assessment (EI3PA)

program, and registered in Experian list of compliant service providers. If the service provider is in process of becoming compliant, it is Client responsibility to ensure the service provider is engaged with Experian and exception is granted in writing. *Approved certifications in lieu of EI3PA can be found in the Glossary section.*

## **5. Build and Maintain a Secure Network**

- 5.1 Protect Internet connections with dedicated, industry-recognized firewalls that are configured and managed using industry best security practices.
- 5.2 Internal private Internet Protocol (IP) addresses must not be publicly accessible or natively routed to the Internet. Network address translation (NAT) technology should be used.
- 5.3 Administrative access to firewalls and servers must be performed through a secure internal wired connection only.
- 5.4 Any stand-alone computers that directly access the Internet must have a desktop firewall deployed that is installed and configured to block unnecessary/unused ports, services, and network traffic.
- 5.5 Change vendor defaults including but not limited to passwords, encryption keys, SNMP strings, and any other vendor defaults.
- 5.6 For wireless networks connected to or used for accessing or transmission of Experian data, ensure that networks are configured and firmware on wireless devices updated to support strong encryption (for example, IEEE 802.11i) for authentication and transmission over wireless networks.
- 5.7 When using service providers (e.g. software providers) to access Experian systems, access to third party tools/services must require multi-factor authentication.

## **6. Regularly Monitor and Test Networks**

- 6.1 Perform regular tests on information systems (port scanning, virus scanning, internal/external vulnerability scanning). Ensure that issues identified via testing are remediated according to the issue severity (e.g. fix critical issues immediately, high severity in 15 days, etc.)
- 6.2 Ensure that audit trails are enabled and active for systems and applications used to access, store, process, or transmit Experian data; establish a process for linking all access to such systems and applications. Ensure that security policies and procedures are in place to review security logs on daily or weekly basis and that follow-up to exceptions is required.
- 6.3 Use current best practices to protect telecommunications systems and any computer system or network device(s) used to provide Services hereunder to access Experian systems and networks. These controls should be selected and implemented to reduce the risk of infiltration, hacking, access penetration or exposure to an unauthorized third party by:
  - protecting against intrusions;
  - securing the computer systems and network devices;
  - and protecting against intrusions of operating systems or software.

## **7. Mobile and Cloud Technology**

- 7.1 Storing Experian data on mobile devices is prohibited. Any exceptions must be obtained from Experian in writing; additional security requirements will apply.
- 7.2 Mobile applications development must follow industry known secure software development standard practices such as OWASP and OWASP Mobile Security Project adhering to common controls and addressing top risks.
- 7.3 Mobile applications development processes must follow secure software assessment methodology which includes appropriate application security testing (for example: static, dynamic analysis, penetration testing) and ensuring vulnerabilities are remediated.
- 7.4 Mobility solution server/system should be hardened in accordance with industry and vendor best practices such as Center for Internet Security (CIS) benchmarks, NIS, NSA, DISA and/or other.
- 7.5 Mobile applications and data shall be hosted on devices through a secure container separate from any personal applications and data. See details below. Under no circumstances is Experian data to be exchanged between secured and non-secured applications on the mobile device.
- 7.6 In case of non-consumer access, that is, commercial/business-to-business (B2B) users accessing Experian data via mobile applications (internally developed or using a third-party application), ensure that multi-factor authentication and/or adaptive/risk-based authentication mechanisms are utilized to authenticate users to application.
- 7.7 When using cloud providers to access, transmit, store, or process Experian data ensure that:
  - Appropriate due diligence is conducted to maintain compliance with applicable laws and regulations and contractual obligations
  - Cloud providers must have gone through independent audits and are compliant with one or more of the following standards, or a current equivalent as approved/recognized by Experian:
    - ISO 27001



- PCI DSS
- EI3PA
- SSAE 16 – SOC 2 or SOC3
- FISMA
- CAI / CCM assessment

## 8. **General**

- 8.1 Experian may from time to time audit the security mechanisms Client maintains to safeguard access to Experian information, systems and electronic communications. Audits may include examination of systems security and associated administrative practices.
- 8.2 In cases where the Client is accessing Experian information and systems via third party software, the Client agrees to make available to Experian upon request, audit trail information and management reports generated by the vendor software, regarding Client individual Authorized Users.
- 8.3 Client shall be responsible for and ensure that third party software, which accesses Experian information systems, is secure, and protects this vendor software against unauthorized modification, copy and placement on systems which have not been authorized for its use.
- 8.4 Client shall conduct software development (for software which accesses Experian information systems; this applies to both in-house or outsourced software development) based on the following requirements:
  - 8.4.1 Software development must follow industry known secure software development standard practices such as OWASP adhering to common controls and addressing top risks.
  - 8.4.2 Software development processes must follow secure software assessment methodology which includes appropriate application security testing (for example: static, dynamic analysis, penetration testing) and ensuring vulnerabilities are remediated.
  - 8.4.3 Software solution server/system should be hardened in accordance with industry and vendor best practices such as Center for Internet Security (CIS) benchmarks, NIS, NSA, DISA and/or other.
- 8.5 Reasonable access to audit trail reports of systems utilized to access Experian systems shall be made available to Experian upon request, for example during breach investigation or while performing audits
- 8.6 Data requests from Client to Experian must include the IP address of the device from which the request originated (i.e., the requesting client's IP address), where applicable.
- 8.7 Client shall report actual security violations or incidents that impact Experian to Experian within twenty-four (24) hours or per agreed contractual notification timeline. Client agrees to provide notice to Experian of any confirmed security breach that may involve data related to the contractual relationship, to the extent required under and in compliance with applicable law. Telephone notification is preferred at 800-295-4305, Email notification will be sent to [regulatorycompliance@experian.com](mailto:regulatorycompliance@experian.com).
- 8.8 Client acknowledges and agrees that the Client (a) has received a copy of these requirements, (b) has read and understands Client's obligations described in the requirements, (c) will communicate the contents of the applicable requirements contained herein, and any subsequent updates hereto, to all employees that shall have access to Experian services, systems or data, and (d) will abide by the provisions of these requirements when accessing Experian data.
- 8.9 Client understands that its use of Experian networking and computing resources may be monitored and audited by Experian, without further notice.
- 8.10 Client acknowledges and agrees that it is responsible for all activities of its employees/Authorized users, and for assuring that mechanisms to access Experian services or data are secure and in compliance with its membership agreement.
- 8.11 When using third party service providers to access, transmit, or store Experian data, additional documentation may be required by Experian.

*Record Retention: The Federal Equal Credit Opportunity Act states that a creditor must preserve all written or recorded information connected with an application for 25 months. In keeping with the ECOA, Experian requires that you retain the credit application and, if applicable, a purchase agreement for a period of not less than 25 months. When conducting an investigation, particularly following a consumer complaint that your company impermissibly accessed their credit report, Experian will contact you and will request a copy of the original application signed by the consumer or, if applicable, a copy of the sales contract.*

*"Under Section 621 (a) (2) (A) of the FCRA, any person that violates any of the provisions of the FCRA may be liable for a civil penalty of not more than \$3,500 per violation."*

### **Internet Delivery Security Requirements**

In addition to the above, following requirements apply where Client and their employees or an authorized agent/s acting on behalf of the Client are provided access to Experian provided services via Internet ("Internet Access").

## 1. General

- 1.1. The Client shall designate in writing, an employee to be its Head Security Designate, to act as the primary interface with Experian on systems access related matters. The Client's Head Security Designate will be responsible for establishing, administering and monitoring all Client employees' access to Experian provided services which are delivered over the Internet ("Internet access"), or approving and establishing Security Designates to perform such functions.
- 1.2. The Client's Head Security Designate or Security Designate shall in turn review all employee requests for Internet access approval. The Head Security Designate or its Security Designate shall determine the appropriate access to each Experian product based upon the legitimate business needs of each employee. Experian shall reserve the right to terminate any accounts it deems a security threat to its systems and/or consumer data.
- 1.3. Unless automated means become available, the Client shall request employee's (Internet) user access via the Head Security Designate/Security Designate in writing, in the format approved by Experian. Those employees approved by the Head Security Designate or Security Designate for Internet access ("Authorized Users") will be individually assigned unique access identification accounts ("User ID") and passwords/passphrases (this also applies to the unique Server-to-Server access IDs and passwords/passphrases). Experian's approval of requests for (Internet) access may be granted or withheld in its sole discretion. Experian may add to or change its requirements for granting (Internet) access to the services at any time (including, without limitation, the imposition of fees relating to (Internet) access upon reasonable notice to Client), and reserves the right to change passwords/passphrases and to revoke any authorizations previously granted. *Note: Partially completed forms and verbal requests will not be accepted.*
- 1.4. An officer of the Client agrees to notify Experian in writing immediately if it wishes to change or delete any employee as a Head Security Designate, Security Designate, or Authorized User; or if the identified Head Security Designate, Security Designate or Authorized User is terminated or otherwise loses his or her status as an Authorized User.

## 2. Roles and Responsibilities

- 2.1. Client agrees to identify an employee it has designated to act on its behalf as a primary interface with Experian on systems access related matters. This individual shall be identified as the "Head Security Designate." The Head Security Designate can further identify a Security Designate(s) to provide the day to day administration of the Authorized Users. Security Designate(s) must be an employee and a duly appointed representative of the Client and shall be available to interact with Experian on information and product access, in accordance with these Experian Access Security Requirements. The Head Security Designate Authorization Form must be signed by a duly authorized representative of the Client. Client's duly authorized representative (e.g. contracting officer, security manager, etc.) must authorize changes to Client's Head Security Designate. The Head Security Designate will submit all requests to create, change or lock Security Designate and/or Authorized User access accounts and permissions to Experian's systems and information (via the Internet). Changes in Head Security Designate status (e.g. transfer or termination) are to be reported to Experian immediately.
- 2.2. As a Client to Experian's products and services via the Internet, the Head Security Designate is acting as the duly authorized representative of Client.
- 2.3. The Security Designate may be appointed by the Head Security Designate as the individual that the Client authorizes to act on behalf of the business in regards to Experian product access control (e.g. request to add/change/remove access). The Client can opt to appoint more than one Security Designate (e.g. for backup purposes). The Client understands that the Security Designate(s) it appoints shall be someone who will generally be available during normal business hours and can liaise with Experian's Security Administration group on information and product access matters.
- 2.4. The Head Designate shall be responsible for notifying their corresponding Experian representative in a timely fashion of any Authorized User accounts (with their corresponding privileges and access to application and data) that are required to be terminated due to suspicion (or actual) threat of system compromise, unauthorized access to data and/or applications, or account inactivity.

## 3. Designate

- 3.1. Must be an employee and duly appointed representative of Client, identified as an approval point for Client's Authorized Users.
- 3.2. Is responsible for the initial and on-going authentication and validation of Client's Authorized Users and must maintain current information about each (phone number, valid email address, etc.).
- 3.3. Is responsible for ensuring that proper privileges and permissions have been granted in alignment with Authorized User's job responsibilities.
- 3.4. Is responsible for ensuring that Client's Authorized Users are authorized to access Experian products and services.
- 3.5. Must disable Authorized User ID if it becomes compromised or if the Authorized User's employment is terminated by Client.
- 3.6. Must immediately report any suspicious or questionable activity to Experian regarding access to Experian's products and services.
- 3.7. Shall immediately report changes in their Head Security Designate's status (e.g. transfer or termination) to Experian.
- 3.8. Will provide first level support for inquiries about passwords/passphrases or IDs requested by your Authorized Users.
- 3.9. Shall be available to interact with Experian when needed on any system or user related matters.

## 4. Death Master File

- 4.1. Client acknowledges that many services containing Experian information also contain information from the Death Master File as issued by the Social Security Administration ("DMF"); certifies pursuant to Section 203 of the Bipartisan Budget Act of 2013 and 15 C.F.R. § 1110.102 that, consistent with its applicable FCRA or GLB use of Experian information, the Client's use of deceased flags or other indicia within the Experian information is restricted to legitimate fraud prevention or business purposes in compliance with applicable laws, rules regulations, or fiduciary duty, as such business purposes are interpreted under 15 C.F.R. § 1110.102(a)(1); and certify that the client will not take any adverse action against any consumer without further investigation to verify the information

- from the deceased flags or other indicia within the Experian information.
- 4.2. Client certifies that the client shall implement and maintain a comprehensive information security program written in one or more readily accessible parts and that contains administrative, technical, and physical safeguards that are appropriate to the client's size and complexity, the nature and scope of its activities, and the sensitivity of the information provided to the client by Reseller; and that such safeguards shall include the elements set forth in 16 C.F.R. § 314.4 and shall be reasonably designed to (i) insure the security and confidentiality of the information provided by Reseller, (ii) protect against any anticipated threats or hazards to the security or integrity of such information, and (iii) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to any consumer.

I understand the Access Security Requirement mandates that credit bureau reports be requested only when there is permissible purpose for tenant screening and/or pre-employment screening, at the request of the consumer, and will comply with this and all security requirements.

Rock Springs Housing Authority

By: Client Authorized Signature

Date

ResidentCheck, LLC

ResidentCheck Authorized Signature

Date



*Innovative Custom Solutions ... Since 1994*

**EXHIBIT B  
PREFERRED RATE SCHEDULE  
2/9/18**

**COMMUNITY NAME:** All Properties

**MANAGEMENT COMPANY:** Rock Springs Housing Authority

---

***Credit Package***

***\$8.00 Per Applicant***

- AccuScore
- Eviction Search (50 States)
- FAC Act Fraud Alert
- Full Credit Report
- Housing Debt Search
- Management/Audit Reports
- Name and Address Variations
- National Check Writing History
- Public Records Verified (bankruptcies, tax liens, civil class judgments)
- SSN Fraud Detection
- SSN Verification

***Criminal Package***

***\$8.00 Per Applicant***

- National Criminal Database Search
- National Sexual Predator Search
- Statewide / Department of Corrections
- Statewide Sexual Predator Search
- Office of Foreign Asset Control (OFAC) Search - USA PATRIOT ACT Compliance
- 21 International, National, Terrorist, Fugitive, and Most Wanted Database Searches

***Corporate Credit***

***\$65.00 per Applicant***

- Corporate Credit Check

***Additional Services***

***Varies***

- Additional County Criminal Search

***Property Management Services***

***Included***

Programming for ResidentCheck Property Management Systems Integration



Innovative Custom Solutions ... Since 1994

### AFFIDAVIT OF CURRENT PROPERTY ROSTER

Under Federal law, credit reporting agencies are required to report the end users of credit report information. In compliance with this law, each property management company that accesses credit information is required to provide information on each of their properties that have direct access to credit reports or who will be using credit reports obtained through a central office. Please attach your current property roster to this affidavit and sign the statement below.

Attached is the current property roster as of: February 2018 for the Client listed below. Client affirms that the attached properties are the end users of credit and other information. Client understands and agrees that this affidavit and the attached roster constitute an addendum to the Client Service Agreement and certifies that all users of credit reports have read and understand the "FCRA" and Access Security Requirements/ResidentCheck Policies." Furthermore, the Client agrees to notify ResidentCheck in writing, of any changes to this roster and to supply ResidentCheck with a current roster upon request.

#### Properties:

Gobel Grove 530 Gobel St Rock Springs, WY 82901 307-352-1471 Units: 16 Client ID:	Plaza Court 3102 Dewar Dr Rock Springs, WY 82901 307-352-1471 Units: 30 Client ID:	Century Square 2125 Century Blvd Rock Springs, WY 82901 307-352-1471 Units: 22 Client ID:	Thompson Heights 1405 Thompson St Rock Springs, WY 82901 307-352-1471 Units: 32 Client ID:	Housing Choice Vouchers 233 C Street Rock Springs, WY 82901 307-352-1471 Units: 67 Client ID:
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Rock Springs Housing Authority

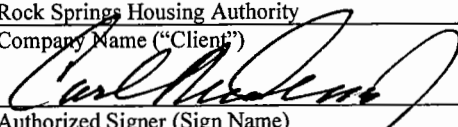
Company Name ("Client")

Authorized Signer (Sign Name)

Print Name

Title

Date

  
Carl R. Densthor, Jr.  
Mayor  
2-12-18



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#### INSPECTION INFORMATION

Thank you for joining ResidentCheck. To ensure your protection and compliance with the data suppliers you will receive a one-time inspection from a third party. This is a standard procedure required by law when accessing this type of information to help protect consumer information. During this visit they will make sure you have a system in place to protect the information such as File cabinets that can be locked or locked away, shredders, and where you keep your files that store sensitive information.

Name of Contact for Inspection: April Thompson Phone: 307-352-1471  
Address for Inspection: 233 C Street  
City/State Rock Springs, WY

**Additional Information required for Compliance in 3 easy steps:**

1. Copy of Business License or Information that shows you are a registered business
2. Listing in a Local or National Apartment Association or 3 Completed Applications
3. Copy of a Phone Bill or Online phone listing (Any Who)

We look forward to working with you. If you have any questions or need help gathering this information please do not hesitate to contact your sales person.

Sincerely,

ResidentCheck  
www.ResidentCheck.com  
800.491.2580

RESOLUTION NO. 2018- 2/

A RESOLUTION ACCEPTING AND APPROVING A CONTRACT WITH HOMAX OIL SALES, INC., IN THE AMOUNT OF \$267,330.60, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR, AND LISA M. TARUFELLI, AS CITY CLERK, TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF ROCK SPRINGS.

WHEREAS, the City of Rock Springs advertised for bids for the 2018 Gasoline and Diesel Fuel Bid and the bid of Homax Oil Sales, Inc., in the amount of \$267,330.60 was the successful bid; and,

WHEREAS, the Governing Body of said City has reviewed the proposed contract and the bids tendered and have given them careful review and consideration; and

WHEREAS, it is considered in the best interest of said City to award said contract to the aforesaid successful bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the contract for the 2018 Gasoline and Diesel Fuel Bid, be, and it is hereby, awarded to Homax Oil Sales, Inc., in the amount of \$267,330.60.

Section 2. That the Mayor of said City be, and he is hereby, authorized, empowered and directed to execute said contract on behalf of said City; and that the City Clerk be, and she is hereby, authorized and directed to attest said contract and to attach a certified copy of this Resolution to each duplicate original of said contract.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

CITY OF ROCK SPRINGS  
2018 GASOLINE & DIESEL FUEL BID

C. FORM OF CONTRACT

Page 1.

FORM OF CONTRACT:

THIS AGREEMENT made this 8th day of February, 2018, by and between the City of Rock Springs, a municipal corporation, hereinafter mentioned as the City, and Homax Oil Sales, Inc., hereinafter mentioned as the Contractor.

WITNESSETH, that the Contractor and the City for the considerations stated herein mutually agree as follows:

1. THE Contractor shall furnish the specified supplies described in the bid proposal.
2. THE City shall pay the Contractor monthly for supplying the fuel set forth in the attached bid proposal. The rack price may vary, but the overhead/mark up must be fixed for the life of the contract. Tax will remain constant unless changed by the Wyoming State Legislature. Invoices showing increases and decreases in rack prices must accompany each monthly invoice. Each monthly invoice must show the rack price, tax and the fixed overhead/mark-up costs. Monthly invoices should be billed through the last day of the month and be sent to the City Clerk's office by the fifteenth of the following month.
3. THIS contract may terminate either on March 31, 2019, or when the total contract amount of \$267,330.60 is attained. The Contractor and the City covenant and agree that this proposal or subsequent contract may, with the mutual approval of the Contractor and the City, be extended for a period of one (1) additional year, and said option to extend this service for a one year period shall be effective for each year thereafter for a total not to exceed three (3) years.
4. THE general conditions of the Contract, the Bid Schedule, together with this Agreement, form the Contract and are as fully a part thereof as if hereto attached or herein repeated.
5. THIS Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the City and the Engineer respectively.
6. Contract Amount: \$ 267,330.60

(Figures)

Two hundred sixty seven thousand, three hundred thirty dollars and sixty cents

(words)

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed the day and year above written.

ATTEST:

Witness

BY: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

(Mayor)

Witness



RESOLUTION NO. 2018-22

A RESOLUTION ACCEPTING AND APPROVING A MERCHANT APPLICATION AND AGREEMENT FOR CREDIT CARD PROCESSING WITH VANTIV INTEGRATED PAYMENTS, AND AUTHORIZING CARL R. DEMSHAR, AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY.

WHEREAS, the City of Rock Springs wishes to enter into a Merchant Application and Agreement with Vantiv Integrated Payments for the purpose of processing credit card transactions received by the City of Rock Springs at the White Mountain Golf Course; and,

WHEREAS, the Governing Body of the City of Rock Springs has said Merchant Application and Agreement before it and has given it careful review and consideration.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the terms and provisions of the Merchant Application and Agreement with Vantiv Integrated Payments, attached hereto and by this reference specifically made a part hereof, is hereby accepted and approved by the City of Rock Springs, Wyoming.

Section 2. That the Mayor of said City be, and he is hereby, authorized, empowered and directed to execute and confirm said agreement on behalf of said City; and that the City Clerk of said City, be and he is hereby, authorized and directed to attach to said agreement a certified copy of this resolution.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**Vantiv Integrated Payments  
Merchant Application  
CARD PROCESSING SERVICES**

**Merchant Business Information**

Application Type: ☐ Never Accepted Cards ☐ Processor Change ☐ Ownership Change Existing MID: \_\_\_\_\_

Merchant Business Legal Name:  
(as shown on your business income tax return) \_\_\_\_\_

Business Name:  
(DBA/Outlet Name) **White Mountain Golf Course**

Federal Tax ID #:  
(Employer Identification Number or Social Security Number) \_\_\_\_\_

Address: **1501 Clubhouse Dr**

City: **Rock Springs**

State: **WY**

Zip: **82901**

Phone Number: **307-352-1415**

Fax: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**IRS Reporting Verification.** Payment settlement entities are required to report to the Internal Revenue Service the amount of reportable payment card transactions. Annually in January, you will receive a 1099-K providing details of your previous year reportable payment card transactions with a copy being filed electronically directly with the IRS.  
THE BUSINESS INFORMATION MUST MATCH IRS RECORDS, AND SHOULD AGREE WITH THE INFORMATION LISTED ON YOUR INCOME TAX RETURN. IF YOUR INFORMATION DOES NOT MATCH IRS RECORDS, THE PROCESSING OF YOUR MERCHANT APPLICATION MAY BE DELAYED AND YOU MAY BE SUBJECT TO MANDATORY BACKUP WITHHOLDING AS REQUIRED BY IRS REGULATIONS.

Business Website: \_\_\_\_\_

Year Business Established: \_\_\_\_\_

Year Acquired by Owner: \_\_\_\_\_

Hours of Operations: \_\_\_\_\_

Type of Goods or Services Sold: **Golf**

Market Type:

☒ Retail

☐ E-Commerce

☐ Quick Serve

☐ Supermarket

☐ MO/TO

☐ Other

☐ Restaurant

☐ Lodging

Business Type:

☐ Associations/Estates/Trusts

☐ Sole Proprietor

☐ Tax Exempt Organization

☐ Corporation

☐ Partnership

☐ Gov Federal/State/Local

☐ Limited Liability Company

If tax exempt please send your sales tax exemption certificate to Tax@vantiv.com

Seasonal Business: ☐ Yes ☒ No If yes, enter the months of operation: \_\_\_\_\_

% Card Swiped **95** % Manually Keyed with Imprint \_\_\_\_\_

% MOTO **5** % Internet \_\_\_\_\_

% of Sales that are Business to Business \_\_\_\_\_

Annual Visa/MC/Discover Sales (\$): **\$550000**

Requested Highest Ticket (\$): **\$10000**

Average Ticket (\$): **\$150**

The above sales volumes and average ticket \$ representations are integral and a condition to the rates and fees set forth in the below rates and fees schedule. If your actual sales volumes or average ticket \$ are different than the sales volumes or average ticket \$ represented above, you understand and agree that your rates and fees may be changed.

Customer Return Policy: \_\_\_\_\_ days

☒ Refund w/in ☐ Exchange Only ☐ None

Have you ever had a previous credit card processor terminate your merchant account?

☐ Yes ☒ No

If yes, by whom? \_\_\_\_\_

Do you offer warranties, dues, subscriptions, memberships or other extended services?

☐ Yes ☒ No

Duration of extended service or benefit (weeks): \_\_\_\_\_

Have you had more than 25 chargebacks within the last 12 months? ☐ Yes ☒ No

Do you accept transactions before the customer receives the product or service?

☐ Yes ☒ No

Percent of sales in this category: \_\_\_\_\_

Does the Merchant use a Fulfillment House? ☐ Yes ☒ No

If yes, was the Fulfillment House inspected? ☐ Yes ☒ No

Merchant Location:

☐ Retail Location with Store Front ☐ Office Building

☐ Residence ☒ Other \_\_\_\_\_

The Merchant: ☐ Owns ☐ Leases the business premises

Surrounding Area: ☒ Commercial ☐ Industrial ☐ Residential

**Designated Account: Bank Account to be used for Credit Card Processing Services:**

Bank Name: \_\_\_\_\_

Financial Institution 9 Digit Routing Number: \_\_\_\_\_

DDA/Checking Account Number: \_\_\_\_\_

**FUNDS MAY ONLY BE DEPOSITED INTO A BUSINESS CHECKING ACCOUNT. MERCHANT REPRESENTS AND ACKNOWLEDGES THAT THE ABOVE BANKING INFORMATION IS CORRECT AND, IF NO BANKING INFORMATION IS PROVIDED, THAT MERCHANT WILL BE UNABLE TO PROCESS TRANSACTIONS UNTIL BANKING INFORMATION IS PROVIDED TO VANTIV.**

# Rates and Fees Schedule

Pricing Type: <input type="radio"/> Tiered <input checked="" type="radio"/> Interchange Plus	Rate	Per item	Other Services	Rate	Per item
Visa/MasterCard/Discover/PayPal Credit	0.09% %	\$0.09	<input type="radio"/> Tiered <input checked="" type="radio"/> Interchange Plus PIN Debit		\$0.09
Visa/MasterCard/Discover Debit	0.09% %	\$0.09	EBT		\$0.00
			EBT Merchant FNS #:		
<input checked="" type="radio"/> American Express OptBlue® Program	0.09%	\$0.09	<input type="radio"/> American Express Direct Program	Set By Amex	\$0.00
Estimated American Express Volume:			Existing American Express Account?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
If Merchant's annual estimated American Express Sales are greater than \$1,000,000 the Merchant is not eligible for the American Express OptBlue® Program.			If Yes, Existing American Express SE#:		

☐ By checking this box, Merchant elects to opt out of the American Express Program

☐ By checking this box, Merchant elects to opt out of receiving American Express Marketing Materials. If you have elected for the Marketing Opt-out, you may continue to receive marketing communications while American Express updates its records, and you will continue to receive important transaction or relationship messages from American Express. If you have not elected for the Marketing Opt-Out, your mailing address, phone number, email address, fax number, and/or cell (or mobile) phone number may be used by American Express to send commercial marketing messages, which may include information about American Express products, services and resources.

The most favorable tiered discount and interchange plus pricing available for each payment plan type including the rates and per item and authorization fees, per transaction type are based upon Merchant's complying with all processing requirements as established by the applicable governing authority (i.e., a fully qualified transaction). See Section 6 of the Terms and Conditions for more information regarding non-qualifying surcharges and other fees. Per item fees are calculated per transaction, and rates and other percentage fees are calculated by multiplying the rates or fees and the Merchant's applicable transaction volume. For American Express preauthorization, preauthorization capture, and settlement type transactions, the per item fee shall separately apply to such transaction types. A list of additional fees/rates can be found below under the heading "Other Rates and Fees" and certain of the Association Fees and Assessments can be found at <http://info.vantiv.com/vipcontract.html>.

Where tiered discount rate pricing is provided, as indicated above, the fees quoted in the above rates and fees schedule plus Association and Network charged fees and assessments apply with transactions that are not fully qualified transactions being additionally subject to non-qualified surcharges up to 2.59% and \$.10 in addition to the rates quoted. Where interchange plus pricing is provided and otherwise for Other Services, as indicated above, the fees quoted in the above rates and fees schedule shall apply plus interchange rates and Association and Network charged fees and assessments with transactions that are not fully qualified transactions being additionally subject to higher interchange rates and assessments published by the applicable Associations and Networks plus a fee up to 1.95%. For a complete list of interchange rates for Visa and MasterCard, visit the websites: <http://www.visa.com> and [www.mastercard.com](http://www.mastercard.com). You acknowledge that interchange rates and Association and Network fees and assessments are subject to change without notice.

## Other Rates and Fees

Batch/ACH Fee (per occurrence)	\$0.00	Retrieval Fee (per occurrence)	\$2.50	Accelerated Funding Program	
Voice Authorization Fee (per occurrence)	\$0.60	Minimum Monthly Discount	\$0.00	<input type="checkbox"/> Next Day Funding (per month)	\$0.00
Voice AVS Fee (per occurrence)	\$0.60	Application Fee	\$0.00	Batch must be closed by 7 PM EST	
Dial Back-Up Fee (per item)	\$0.10	Account Updater Setup Fee (per MID) <sup>1</sup>	\$0.00	Monthly Statement Fee	\$0.00
Account Maintenance Fee (per month)	\$0.00	Account Updater Monthly Fee <sup>1</sup>	\$0.00	Non-Sufficient Funds (per occurrence)	\$15.00
Tokenization Monthly Fee (per MID) <sup>1</sup>	\$0.00	Account Updater Charge (per valid update) <sup>1</sup>		Monthly Signature Merchant Location Fee	
Payment Account Identifier (PAI) Maximum		Chargeback Service Fee <sup>2</sup>		TriPOS Setup Fee	\$0.00
Additional Fee per each PAI in excess of PAI Maximum <sup>1</sup>	.10	Optional Service – CheckGateway ACH Service (per occurrence)		TriPOS Monthly Fee	\$0.00

<sup>1</sup> See Section A.3 of Addendum A for Additional TransForm Tokenization and Account Update pricing and terms.

<sup>2</sup> See Section A.4 of Addendum A for Chargeback Service Fee information.

## OmniShield Security and Risk Fee Schedule

<input checked="" type="radio"/> OmniShield Assure™ Required for PCI Level 4 merchants *Includes: PCI Assist, Breach Assist, Point to Point Encryption, and EMV Support services. Pricing: \$4.95 /Month/MID *Inclusions dependent upon Merchant payment solution	<input type="radio"/> OmniShield CNP Required for PCI Level 3 merchants *Includes: PCI Assist, Breach Assist Provides access to: eProtect Pricing: As set forth on separate OmniShield Price Quote	<input type="radio"/> OmniShield Enterprise Available for PCI Level 1 and PCI Level 2 merchants Provides access to: PCI Assist, Point to Point Encryption, EMV Support services, eProtect Pricing: As set forth on separate OmniShield Price Quote
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PCI Non-Validation Fee (NVF) / Non-Compliance Fee (NCF) \$19.95/Month/MID. For additional OmniShield Security and other security service terms and information, see Section 6.G of the Merchant Processing Agreement Terms and Conditions.

**Term of Agreement**

Initial Term: m2M Year(s). See Sections 1.A and 7.B of the Terms and Conditions respectively for information regarding the Term of this Merchant Processing Agreement and Early Termination, including early termination fees.

**Equipment and Third Party Product and Services Fees**

In addition to other amounts owed under the Merchant Processing Agreement, you will owe Processor the following amounts for equipment and the below indicated purchased products and services. You authorize Processor to debit the Designated Account in the amount of such charges, in accordance with Section 14 of the Terms and Conditions.

Description	Quantity	Per Item Cost or Fee	Other Terms
Dejavoo Z-6	3	\$0.00	
*Total Cost/Fees		\$0.00	*plus any applicable shipping fees and sales tax.

Shipping Address for Equipment: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Terminal Setup Information:** Please select the appropriate setup of your equipment. (These settings can be changed after the equipment is deployed if necessary)

Processing Platform: ☐ IP Processing with Dial Backup ☒ Dial Only

Tips enabled: ☐ Yes ☒ No

Reporting by Server/Cashier Number: ☐ Disabled ☒ Enabled

PIN Pad needed for Debit or EBT transactions requiring PIN entry

To Receive Funding batch must be settled manually at the end of your business days

Card Verification Methods (CVM):

☒ All - Includes support for Chip+PIN and Chip+Signature (if no CVM is selected this will be the default selection)

☐ Require Signature only - If this box is selected we will only require signature and will not prompt for PIN on Chip+PIN preferring cards. \*\*Please note, if you check this box you may be liable for chargebacks on lost and stolen cards with certain card brands. This option may not be available though all point of sale systems, please contact your POS Provider to determine if your POS System can support this option.

**Owner / Authorized Representative and Signer Information**

Owner / Authorized Signer: <u>Carl Demshar Jr</u>	
Home Address: _____	Home Phone: _____
City: _____	Own or Rent? _____
State: _____	Email: <u>carl_demshar@rswy.net</u>
Zip: _____	Date of Birth: _____
Years There: _____	Social Security Number: _____

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person (including business entities) who opens an account. What this means for you: When you open an account, we will ask for your name, physical address, date of birth, taxpayer identification number and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents. The undersigned entity(ies) and individuals hereby unconditionally authorize Processor and Member Bank or its agents to (i) investigate the information and references contained herein, and to obtain additional information about the Merchant and such individual(s) by pulling credit bureau and criminal background checks on the Merchant and its principals, including obtaining reports from consumer reporting agencies on individuals signing below as an owner, general partner, authorized representative, or Guarantor of Merchant, or providing their Social Security Number on the Merchant Application (if such individual asks Processor or Member Bank whether or not a consumer report was requested, Processor and/or Member Bank will tell such individual and, if Processor and/or Member Bank received a report, Processor and/or Member Bank will give the individual the name and address of the agency that furnished it) and (ii) update such information periodically throughout the terms of service of the Merchant Processing Agreement.

**Additional Contact Information**

Name: _____	Name: _____
Role: <input type="checkbox"/> Authorized Representative <input type="checkbox"/> Primary Contact <input checked="" type="checkbox"/> Manager	Role: <input checked="" type="checkbox"/> Authorized Representative <input type="checkbox"/> Primary Contact <input type="checkbox"/> Manager
Phone Number: _____	Phone Number: _____
Email Address: _____	Email Address: _____

**Authorized Representative:** This person has full rights to your account. This person may change banking information, change contacts on account(s), change DBA information. This person may view transactions on the portal and will be an admin on the portal, which grants employee access to the account(s).

**Primary Contact:** This person can view transactions on the portal, call in transaction problems, change contacts on account(s) and change DBA information on all of your accounts. This may be an Accountant or General Manager. This person may also sign for gift card and terminal orders.

**Manager:** This person may call in transaction problems and view individual store transactions on the website.

**Cardholder Data Storage Compliance & Service Provider**

Do you use a third party to store, process or transmit cardholder data? <input type="radio"/> Yes <input checked="" type="radio"/> No	Primary Service Provider or Software Developer: <u>Fore UP - VIP</u>
Do you store cardholder data? <input type="radio"/> Yes <input checked="" type="radio"/> No	Software used by third party: <u>ForeUP \ Blackline/Dejavoo v2.00-01 HC MToken/CheckACH EMV</u>
	Version #: <u>Blackline/Dejavoo v2.00-01 HC MToken/CheckACH EMV</u>
Are you compliant with the Payment Card Industry Data Security Standards? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Identify Security Assessor and certificate number: _____ Last Certification Date: _____	
Have you ever experienced an Account Data Compromise? <input type="radio"/> Yes <input checked="" type="radio"/> No	
If yes, provide date of compromise: _____ If yes, have you completed remediation? <input type="radio"/> Yes <input checked="" type="radio"/> No	

All merchants must comply with the Payment Card Industry Data Security Standard ("PCI DSS"). Merchant is required to maintain the security of card data and to comply with the requirements of the PCI DSS. Merchant must validate its compliance with the PCI DSS and provide Processor with evidence that Merchant (a) has successfully completed a Self Assessment Questionnaire and scan(s), if applicable, and (b) is compliant with the PCI DSS. Processor may offer one or more PCI products or services (the "PCI Program") to assist merchants in securing card data and complying with PCI DSS. Information on the PCI Program is set forth in Section 6.G of the Terms and Conditions and the applicable fees for the PCI Program are set forth above in this Merchant Application within the OmniShield Security and Risk Fee Schedule. All gateway or other vendor supplied software must be compliant with the Payment Application Data Security Standard rules ("PA-DSS").

**Disclosure**

Merchant Services Provider Contact Information: Vantiv Integrated Payments, LLC, 150 Mercury Village Drive, Durango, CO 81301 800-846-4472

**Important Merchant Responsibilities:** (1) Ensure compliance with cardholder data security and storage requirements. (2) Maintain fraud and chargebacks below Association thresholds. (3) Review and understand the terms of the Merchant Processing Agreement. (4) Comply with Association Operating Regulations. (5) Retain a signed copy of this Disclosure Page.

**Merchant Resources:** You may download "Visa Regulations" from Visa's website at: [http://usa.visa.com/merchants/operations/op\\_regulations.html](http://usa.visa.com/merchants/operations/op_regulations.html). You may download "MasterCard Rules" from MasterCard's website at: <http://www.mastercard.com/us/merchant/support/rules.html>. You may download additional merchant information from Discover's website at: <http://www.discovernetwork.com/merchants/index.html>. You may download American Express' Merchant Operating Guide at: [www.americanexpress.com/merchanttopguide](http://www.americanexpress.com/merchanttopguide). The foregoing websites URLs are provided for convenience only and are subject to change without notice.

**Member Bank Information:** Name: Fifth Third Bank, 38 Fountain Square Plaza, Cincinnati, OH 45263 (866) 250-9764

**Important Member Bank Responsibilities:** (1) The Member Bank is the only entity approved to extend acceptance of Payment Network products directly to a Merchant. (2) The Member Bank must be a principal to the Merchant Processing Agreement. (3) The Member Bank is responsible for educating Merchants on pertinent Association Operating Regulations with which Merchants must comply; but this information may be provided to you by Processor. (4) The Member Bank is responsible for and must provide settlement funds to the Merchant. (5) The Member Bank is responsible for all funds held in reserve that are derived from settlement.

The responsibilities above do not replace the terms of the Merchant Processing Agreement and are provided to ensure the Merchant understands some important obligations of each party and that the Member Bank is the ultimate authority should the Merchant experience any problems.

**Merchant Authorization**

- Unless otherwise explicitly stated, all capitalized terms that are used but not defined in this Application have the meanings specified in the Merchant Processing Agreement Terms and Conditions. Your Merchant Processing Agreement is between Vantiv Integrated Payments, LLC ("Processor", "us" or "our" or "we"), the Merchant named above and the Member Bank named below ("Member Bank"). Member Bank is a member of Visa, U.S.A., Inc. ("Visa"), MasterCard International, Inc. ("MasterCard"), and Discover Financial Services, LLC ("Discover"); Processor is a registered independent sales organization of Visa, a member service provider of MasterCard and a registered acquirer for Discover.
- No modifications, alterations, or manual changes (including lining out fees, unless otherwise pre-approved and/or pre-designated by us) you or Signer make to the Agreement will be effective unless we consent to them in a separate writing. This Agreement may be executed in counterparts. A scanned, facsimile, or duplicate copy of this Agreement executed by the parties shall be treated as an original.
- Each undersigned represents and warrants that he or she is authorized to sign on behalf of the legal entity named in this Agreement and to bind such entity to the terms of this Agreement. By your signature below on behalf of Merchant, you certify that (i) you are an officer, owner, principal, or other authorized representative of the legal entity or sole proprietor identified on page 1 of the Agreement (the "Merchant" or "you" or "your"), (ii) you have received a full and complete copy of this Merchant Processing Agreement, (iii) you have read, understand, and accept all of the terms and conditions in this paragraph and elsewhere in the Agreement, AND (iv) all information provided in this Merchant Application is true and accurate.
- On behalf of the Merchant, you irrevocably authorize Processor to initiate Automated Clearing House ("ACH") debit and/or credit entries from and to the Designated Accounts for all fees, costs, and amounts due to Processor or payable to Merchant pursuant to this Agreement and ACH rules and regulations. In the event that a credit or debit entry is erroneously initiated, you, on behalf of the Merchant, authorize Processor immediately to correct such error. This ACH Authorization shall remain in full force and effect until Processor has collected payment on all fees, costs, and amounts due or which may become due pursuant to this Agreement. The Designated Account(s) may not be changed or altered without thirty (30) days prior written notification to Processor and the execution of any forms or instruments deemed reasonably necessary by Processor.
- The acceptance and processing of Merchant Sales Drafts by Member Bank and/or Processor shall be deemed the consent and execution by same of the Merchant Processing Agreement and furthermore shall evidence their receipt of and approval and agreement to this Merchant Application signed by Merchant. If Merchant does not want to participate in the American Express Program, the applicable Opt Out Box has been marked.
- By signing below, Signer(s), on behalf of the Merchant, (i) agree(s) to be bound by all of the provisions of the Agreement, including the choice of law, jurisdiction, and venue provisions contained in the Terms and Conditions, and (ii) acknowledge(s) Merchant is aware of and must comply with the Rules Summary, and Association Operating Regulations. Signer(s) individually authorize(s) Processor or our representative to (i) investigate him, her, or Merchant by utilizing a third-party credit reporting agency; (ii) share information provided in the Merchant Processing Agreement Application with third parties for fraud and risk purposes; and (iii) conduct an initial and ongoing comprehensive credit inquiry and/or investigation. In the event we do not approve your application for Services, you authorize us to share any information you have provided in this Agreement with our strategic partners for the possible provision of substantially similar services.
- **Point of Sale Authorization:** Your signature will authorize the below listed point of sale representatives access to sensitive merchant account information to manage and configure your point of sale system functionality and complete installation.  
Your authorized point of sale reseller is: Fore UP - VIP Your authorized point of sale developer is: Fore UP - VIP

You acknowledge receipt of the "Merchant Processing Agreement" also referred to as the "Agreement" which consists of this page and the three (3) preceding pages including the Rates and Fee Schedule (the "Application"), and any other applicable amendments, schedules, exhibits, and attachments, including the documents listed below which accompany this Application or are otherwise provided to you via <http://info.vantiv.com/vipcontract.html>. This Agreement between the parties supersedes all prior agreements or representations between the parties whether written or oral regarding the subject matter of the Agreement. You represent that you have read the Agreement, including the portions contained on the Vantiv agreement website (<http://info.vantiv.com/vipcontract.html>), and you understand its terms and agree to be bound by them (including terms that we add or amend from time to time without notice and in our sole discretion). Whether or not we have formally approved your application, your submission of a transaction for processing, whether to us, Member Bank, or our third-party providers, is an expression of your consent to the terms of the Agreement. You can request a copy of the Agreement at any time by contacting a Customer Service Representative at (866) 622-2390 or your Relationship Manager. If you disagree with any terms and conditions set forth in the Agreement, do not accept service.

- Terms and Conditions
- Addendum A – General Services Addendum
- Network Interchange Schedules (as applicable)

- Association and Network Fees Schedule
- Rules Summary
- Privacy Notice

Merchant Signatures (Owner / Authorized Signer):

☒ Click to Sign 0FA86802-00E8-D0EC-3B33-BC376415063D Name (printed): Carl Demshar Jr Title:  Date:   
MERCHANT1

**Unlimited Personal Guaranty**

In exchange for Processor's and Member Bank's acceptance of this Agreement, the person signing immediately below this paragraph (each a "Guarantor") is signing this Agreement as a Guarantor of the Merchant identified on page 1 of the Agreement. By signing below, each Guarantor (i) accepts and agrees to be bound by the Continuing Unlimited Guaranty provisions contained in Section 11 of the Merchant Processing Agreement Terms and Conditions, and (ii) acknowledges and confirms that, signing, he or she received and read those Continuing Unlimited Guaranty provisions. The individual signing below authorizes us, Member Bank, and/or either of their representatives to conduct an initial and ongoing comprehensive credit investigation of him or her by utilizing a third-party credit-reporting agency.

☒ Click to Sign 0FA86802-00E8-D0EC-3B33-BC376415063D , an individual Name (printed): Carl Demshar Jr Title:  Date:   
MERCHANT1

Home Address (Physical Address Only – No PO Boxes)	Years at Address	Date of Birth	Phone Number
<u></u>	<u></u>	<u></u>	<u></u>

**This Application must be returned to Vantiv on or before July 15, 2018**



**CONFIDENTIAL**  
**ADDENDUM A – GENERAL SERVICES ADDENDUM**  
**TO THE MERCHANT PROCESSING AGREEMENT**

This General Services Addendum including all exhibits, schedules and supplemental addenda hereto and all documents and materials referenced herein ("Addendum A") will be an addendum to the Merchant Processing Agreement ("Agreement") between Processor, Member Bank and Merchant in accordance with the provisions as set forth in the Agreement. If there is a conflict in the terms or pricing provided in this Addendum A and the pricing or terms in any price schedule or amendment otherwise contained in the Agreement, the pricing or terms contained in the Agreement, without reference to this Addendum A, will control.

**A. Services**

**1. Security Services.**

**a. Terms and Conditions.**

(i) OmniShield – generically refers to Vantiv's multiple security and risk products and services that collectively are meant to help merchants address payment fraud, data security, compliance and financial loss risks. OmniShield products and services are available to purchase through one of the following packages:

- OmniShield Enterprise
- OmniShield Assure
- OmniShield CNP

(ii) Merchant Risks – refers to the four, major risk areas associated with accepting, transporting and storing cardholder data

- Fraud – The use of a lost, stolen or counterfeit payment card by an unauthorized user that may result in additional merchant liability
- Data Security – The ability to convert clear, PCI sensitive payment data into a surrogate, PCI non-sensitive value that if captured by an unauthorized user cannot be used to commit fraud against the original cardholder
- Compliance – The ability to handle PCI sensitive payment card data in alignment with appropriate network rules and PCI standards
- Financial Loss – The potential impact of a merchant failing to address Fraud, Data Security and/or Compliance requirements (e.g., fines, fees, remediation costs, law suites, etc.)

(iii) OmniShield Enterprise – A service offering, limited to PCI Level 1 and PCI Level 2 merchants that subsequently requires the merchant to individually select one or more of the following security and risk products and services:

- PCI Assist
- EMV Support Services
- Encryption
- Tokenization
- eProtect (eProtect requires Tokenization to also be enabled)

(iv) OmniShield Assure – A required service offering for PCI Level 4 merchants and is limited to PCI Level 4 merchants only and bundles together all the following security and risk products and services:

- PCI Assist
- Breach Assist
- EMV Support Services
- Encryption
- Tokenization

(v) OmniShield CNP – A required service offering for PCI Level 3 and other 100% Card Not Present PCI Level 4 merchants and is limited to PCI Level 3 merchants and other 100% Card Not Present PCI Level 4 merchants only, and bundles together all the following security and risk products and services:

- PCI Assist
- Breach Assist

Additionally, PCI Level 3 merchants and 100% Card Not Present PCI Level 4 merchants may also select and buy separately:

- Tokenization
- eProtect (eProtect requires Tokenization to also be enabled)

(vi) PCI Assist – PCI Assist is a set of streamlined online tools to help merchants achieve, maintain and track PCI compliance. PCI Assist helps clients review PCI DSS compliance requirements and complete their Self Assessment Questionnaire (SAQ) and, as recommended, conduct periodic vulnerability scans of their network. PCI Assist is required for SAQ merchants to report their compliance status to Vantiv

(vii) Non-Validation Fee (NVF) / Non-Compliance Fee (NCF) – In alignment with Terms and Conditions section 2, merchant is responsible for demonstrating compliance with PCI DSS programs. Failure to report compliance validation status or reporting a failed status to Processor will result in a NVF/NCF being assessed. Active merchants will have a 60-day grace period to validate and report compliance validation status. Merchant's compliance validation and reporting status will be evaluated monthly. This fee will only be assessed if the merchant has failed to report the status or has reported a failed status and will not be assessed once merchant meets compliance requirements.

(viii) EMV Support – Europay, MasterCard, and Visa ("EMV") is a set of global standards for credit, debit and contactless card payments. EMV chip cards help prevent in-store fraud and are nearly impossible to counterfeit. Starting October 1, 2015 merchants who have not made the investment in chip-enabled technology may be held liable for card-present fraud. EMV acceptance requires an EMV enabled standalone terminal or POS system. Processor is enabled to process in-store EMV transactions to help reduce fraud

liability.

(ix) EMV Non-Enabled Fee - The EMV Non-Enabled Fee is effective beginning October 2015 if Merchant does not have EMV enabled equipment and/or software. The EMV Non-Enabled Fee is determined based on the chargeback liability risk of Merchant's MCC as determined by Processor. Transactions will be evaluated monthly at the MID level and assessed at the chain level when applicable. This fee is based on the gross sales amount of each card present transaction.

(x) Breach Assist – In the event Merchant is enrolled in the Breach Assist Program ("BAP") offered by Processor through OmniShield or otherwise, the indemnification required by Merchant under this Agreement will only be reduced by amounts up to the limits set by the service provider that are actually recovered by Processor in connection with the BAP and only to the extent that such amounts are specifically related to a data breach involving solely Merchant. The limited indemnity waiver provided by the BAP will not cover all the costs associated with a data breach. The specific terms and conditions of the BAP are available for Merchant to review at [www.RoyalGroupServices.com/breach-assist/](http://www.RoyalGroupServices.com/breach-assist/) or by contacting a customer service representative at 1-800-393-1345.

(xi) Encryption – Encryption is a two-part service offering designed to: (i) encrypt (make unreadable) PCI sensitive payment data at the origin of the payment transaction and, (ii) decrypt payment data information at the destination of the transaction. Processor's service offering availability requires alignment between the encryption technology deployed within the merchant's terminals and the decryption technology hosted by the service provider, which may require the use or upgrading of certain terminals and/or equipment or new message specifications (which will be at Merchant's sole expense) and may not be supported on all terminals/equipment.

Merchant acknowledges and agrees that encryption functionality is required and may require Merchant to license encryption technology from appropriate third party provider or authorized reseller and that said licensed functionality may incur fees in addition to those set forth herein. Merchant also acknowledges that provision of Processor's service offering to Merchant may require a corresponding decryption technology license and that Processor's service offering is subject to availability of required decryption license from applicable third party provider. Upon reasonable notice, Processor maintains the right to cease, modify or enhance providing the service offering without penalty and will use commercially reasonable efforts to offer a substitute service if applicable.

The value proposition associated with encrypting and decryption payment data (i.e., affects to merchant's risk and compliance requirements) is affected by where the payment data is encrypted, the terminal type used for encryption, and the location where the payment data is decrypted. Processor has identified three different Encryption service offerings:

- Card Data Encryption – risk reduction, no scope reduction
- Point to Point Encryption – risk transference and scope reduction in alignment with PCI QSA evaluation
- Validated Point to Point Encryption – risk transference and scope reduction in alignment with PCI guidelines for PCI listed P2PE solutions

Point to Point Encryption assumes: (i) Payment data is encrypted within a PCI-PTS certified Secure Cryptographic Device (SCD), using a NIST defined strong encryption algorithm, with encryption keys that were generated and handled in alignment with X9 standards and (ii) Encrypted payment data is only decrypted by Processor within Processor's data systems.

Payment data information protected by the encryption service offering may include Track 1 or Track 2 data, obtained through a magnetic card swipe read, or PAN Data, obtained through manual entry directly into the SCD. The encryption service offering applies only to transactions that were encrypted and sent by the SCD to Processor's authorization and settlement systems pursuant to the Agreement. Supported transactions include, but may not be limited to, those associated with credit (signature), debit (signature) and debit (PIN).

(xii) eProtect – eProtect is a two part service designed to (i) capture payment data information from a given webpage using embedded Card Not Present eCommerce Data Security technology and, (ii) submitting the card data to a Processor hosted Card Not Present eCommerce Data Security server to exchange the card data for a Registration ID / Low Value Token before the data is transmitted back to the Merchant's eCommerce website. Merchant acknowledges and agrees that it will acquire said Card Not Present eCommerce Data Security functionality from the Processor and is responsible for all development effort necessary to embed said technology as appropriate within one or more Merchant web pages. Information protected by the Card Not Present eCommerce Data Security Service includes Primary Account Number (PAN) Data manually entered into any webpage that includes embedded Card Not Present eCommerce Data Security technology. The resulting Registration ID / Low Value Token must subsequently be submitted to the Processor's processing systems within a configurable timeframe to facilitate the exchange of the Registration ID / Low Value Token for a High Value, Multi-Use Tokenization (see Tokenization Service). Merchant acknowledges that provision of the Card Not Present eCommerce Data Security services to Merchant is subject to Merchant completing integration and certification efforts with Processor. Merchant acknowledges that eProtect will result in Merchant automatically being enrolled in

## Processor's Tokenization service.

(xiii) Tokenization - Tokenization is a service in which cardholder PAN data, once received by the Processor, is replaced with a surrogate ("Token") value. Deliverables of the Tokenization service include: (1) the creation of tokens and (2) the recognition and use of a Processor issued pre-existing token to support all post authorization transactions with the Processor, which includes initiating a new authorization with a token value. Data necessary to convert tokens back to PAN data will be maintained in Processor's systems. Merchant access to the Tokenization service requires integrating and certifying systems to token services using Processor's appropriate message specification. Message specifications are limited to those that exist in Processor's current Service offering. The Parties agree that the scope of the Tokenization service does not include the certification or systematic configuration of third parties or firmware licensing as selected by the Merchant to support Tokenization services. The processor has identified the following types of Tokenization services.

- OmniTokens are tokens generated in such a way as to retain some of the digits of the original card value, be format preserving (i.e., length preserving and character set preserving), and be consistent across numerous requests (i.e., the same card value will result in the same token value in the context of a given merchant). OmniTokens are not limited to a specific platform and can be used interchangeably between processor's different platforms.
- mTokens are tokens generated in such a way as to be unique for each given transaction and format non-preserving. The link between a card value and an mToken is indirect in that the mToken references a given transaction, which in turn references a given card value. Note: mTokens are limited to transactions processed through processor's S1 platform only.
- eTokens are tokens generated in such a way as to be unique for each given transaction and format non-preserving. eTokens are used as an index value into processor's data vault, which subsequently stores the associated card value. Note: eTokens are limited to transactions processed through processor's Express platform only.

Non-Standard, GUI and Batch Tokenization are separate and unique service offerings and respective fees will be quoted to merchant for the use of each service.

- "Standard Tokenization" is provided on a per transaction basis in-line with each authorization request
- "Non-Standard Tokenization" is provided as separate "non-authorization" message to the Processor that results in a token being generated and returned outside of a purchase transaction
- "Graphical User Interface (GUI) Tokenization" is provided for merchant operations personnel with appropriate credentials to convert or revert card values and tokens via Processor provided product interface(s).
- "Batch Tokenization" / "Batch Detokenization" is provided as a file based service to support the mass conversion of any existing store of cardholder data, and will mean the process of receiving a file that includes multiple values, performing the tokenization / detokenization process as appropriate for each value and returning a response file that includes the corresponding appropriate value.

Upon Tokenization services termination, Merchant will have 90 days to request, via written request to Processor, a Batch De-Tokenization of the merchant's token store, located within the Merchant's systems. For purposes herein, Batch De-Tokenization will mean the process of the Processor receiving a file from the merchant that includes multiple token values. Processor performing the de-tokenization process for each token value and Processor returning a response file to the merchant that includes the corresponding card values for each token. After 90 days, Processor will no longer be responsible for maintaining the data necessary to De-Tokenize Merchant's token store or able to guarantee availability of data. Upon mutual agreement, Processor may offer the Merchant De-Tokenization Data Management Services under a separate agreement to support the token store after the termination of the current agreement supporting Tokenization services.

(xiv) Security Services - Merchant may utilize OmniShield products and services ("Security Services") in conjunction with services provided wholly or partially by a third party with the support and agreement of Processor. Merchant bears all risk and responsibility for conducting Merchant's own due diligence regarding the fitness of Security Services for a particular purpose and for determining compliance with the Bank Rules, the Operating Regulations, and the Laws. Accordingly, Merchant's use of Security Services is at Merchant's own risk. Processor's decision to offer Security Services will not limit Merchant's duties and obligations contained in this provision or the Agreement. Processor does not warrant or guaranty that use of the Security Services, in itself, will: (i) result in Merchant's compliance with Bank Rules, Operating Regulations, and/or Laws; (ii) prevent any and all unauthorized breaches of your terminals, systems or facilities; or, (iii) be uninterrupted or error-free. Merchant agrees that it will not acquire any interest in (ownership, intellectual property or otherwise) in any of the third party provider software used to provide the Security Services. Merchant will not, and will have no right to, own, copy, distribute, sub-lease, sub-license, assign or otherwise transfer any portion of such third-party provider software used to provide the Security Services or any materials provided by Processor or to modify, decompile, or reverse engineer any such software, materials, or the Services.

(xv) trIPoS<sup>®</sup> Service - The trIPoS<sup>®</sup> Service is a turnkey, EMV certified payment processing application designed to process transactions that is compatible with the Processor's processing platform and helps reduce the scope of Merchants' PCI-DSS with P2PE and tokenization technology.

(i) OmniShield Enterprise (see below footnotes 1 and 2)	Quoted
(ii) OmniShield Assure (see below footnotes 1 and 3)	See application
(iii) OmniShield CNP (see below footnotes 3 and 4)	Quoted
(iv) PCI Assist (see below footnotes 1 and 5)	Quoted
(v) P2PE (see below footnote 1)	Quoted
(vi) eProtect (see below footnote 1)	Quoted
(vii) OmniToken <sup>™</sup> (see below footnote 1)	Quoted
(viii) Vault <sup>™</sup>	See application
(ix) PCI Non-Validation Fee (see below footnote 6)	\$19.95/MID/Month
(x) EMV Non-Enabled Fee	
Low Risk	0.05% of the gross sales per month
Moderate Risk	0.15% of the gross sales per month
High Risk	0.27% of the gross sales per month
(xi) trIPoS <sup>™</sup> Service	See application

Footnotes to above Section A.1(b).

1. Pricing provided as a separate attached quote or for level 4 merchants on the Merchant Application
2. Available only to PCI Level 1 and PCI Level 2 merchants
3. Required by and available only to PCI Levels 4 merchants.
4. Required by and available only to PCI Level 3 merchants and 100% Card Not Present PCI Level 4 merchants
5. Required by merchants using an PCI DSS SAQ
6. Assessed only if merchant fails compliance validation or fails to report compliance validation

## 2. Electronic Benefits Transfer ("EBT") Services.

The Financial Management Services ("FMS") of the U.S. Department of Treasury, and/or various of the EBT Program State(s)/Alliance(s), have entered into agreement(s) with third party processor(s) (collectively and individually, "Contractor") to manage the EBT Program(s) implemented by FMS and/or the EBT Program State(s)/Alliance(s).

Processor has entered into agreements with one or more Contractors (collectively and individually "Processor Agreement") which permit Processor to be an acquirer processor in certain of the EBT Programs.

Acquirer Services will mean the data processing systems and procedures provided by Processor to facilitate Merchant's participation in the EBT Program(s). In the event Merchant receives any of the Acquirer Services or otherwise participates in any of the EBT Programs, Merchant agrees to the following obligations which are in addition to Merchant's obligations in the Agreement and in addition to any other obligations in the Operating Rules relating to the EBT Program(s) and/or Acquirer Service(s), as they may be amended from time to time.

1. Merchant will be solely responsible for obtaining a copy of the then current Operating Rules for each EBT Program in which Merchant elects to participate from the applicable Contractor, EBT Program State/Alliance, FMS or Processor, no less than 30 days prior to the commencement of Merchant's participation in each such EBT Program. Merchant agrees to abide by and fully comply with the Documentation as may be in effect from time to time, and to perform and fulfill any and all obligations and responsibilities, and discharge any and all duties and liabilities relating to Processor, Contractors or Retailers to which it may be subject in accordance with such Documentation or other rules or regulations adopted by Contractor(s), FMS or the EBT Program States/Alliances, or which may arise in any other manner or from any other source related to the Acquirer Services or the EBT Program(s).

2. Merchant will provide personnel, one of whom will be a management level technical interface person, to monitor, oversee and maintain its devices participation in the EBT Program(s). This personnel will also be responsible for monitoring Merchant's compliance with Documentation, including but not limited to, each EBT Program's procedures and requirements applicable to Customer and its processor and for ensuring Merchant fulfills all of its responsibilities in connection with its participation in each EBT Program.

3. Processor will make available to Merchant activity files of its EBT Program transactions in a Processor format, unless similar information is provided by Processor through other services provided to Merchant.

4. Processor will not provide: (i) routing of activity files received from Contractor(s) to Merchant; or (ii) any other files or reports not specifically described above. Merchant will be responsible for, and agrees to pay Processor, all telecommunications fees, assessments and related expenses in connection with Processor establishing and maintaining a link with each Contractor in order to provide Acquirer Service to Merchant. Processor may allocate such fees, assessments and related expenses in such manner as it deems advisable in its sole discretion.

5. Merchant agrees to allow the auditors of Processor, Contractor(s), FMS or the EBT Program State(s)/Alliance(s), to review the files held and procedures followed, and inspect the facilities used, by Merchant in connection with the Acquirer Services or the EBT Program(s). Processor may be required to perform on-site inspections of Merchant's premises and Merchant agrees to be responsible for Processor's out-of-pocket expenses and its standard fees for the time spent by Processor's personnel (which will be assessed at Processor's then current Standard Hourly Rate) in conducting such on-site inspections.

## b. Pricing

6. Merchant agrees to immediately notify Processor and the applicable Contractor in writing of any changes in the goods and services for which EBT Program cards are accepted as payment from participants in the applicable EBT Program.

7. Merchant authorizes Processor to provide Contractor(s), FMS and/or the EBT Program State/Alliance with such information about Merchant, as requested or required according to the Processor Agreement(s), the Retailer Agreement(s), the Operating Rules or the other Documentation, or as may be required to participate in the EBT Program(s).

8. Merchant agrees to take all steps necessary to settle with Processor for EBT Program transactions involving Merchant's terminals in accordance with Processor's standards and Documentation; and Merchant will be responsible for making any necessary reconciliation or adjustments in accordance with the Documentation. Processor will provide Merchant standard Processor reports for the services provided to Merchant. Merchant will always maintain an open checking account at a financial institution which Processor or its agent can access through the Federal Reserve's Automated Clearing House ("ACH") system. Merchant authorizes Processor and its agents to debit and/or credit the account to settle any and all amounts due under the Agreement and any Addenda including, but not limited to, processing fees and transaction settlement. Unless otherwise agreed to in writing by Processor, Merchant will be treated as one settlement endpoint with respect to all transactions processed by Processor using Acquirer Services. Merchant will always maintain the account with sufficient cleared funds to meet its obligations under this Agreement. In the event Merchant desires to change the account or the financial institution where the account is located, Merchant will give Processor at least 30 days prior written notice of any such change.

### 3. TransForm® Tokenization Services.

a. TransForm Tokenization. In addition to the terms of the Agreement, these TransForm Tokenization Service terms apply to Merchant's use of the Account Updater Service and TransForm Tokenization Service to store authorized customer billing information for recurring transactions and may be provided by Processor and one or more affiliates of Processor.

b. Definitions. The following terms when used in this Agreement will have the meanings set forth in this section:

a. "Account Updater Service" means a service provided through the Associations that enables Merchants to determine if a cardholder's account number has been updated by the cardholder's issuer, provided that the cardholder's issuer is a participant in the Account Updater program. The availability or functionality of the Account Updater Service may be modified by the Associations or Processor's acquiring bank upon notice to Merchant.

b. "Authentication Data" means the full magnetic stripe data, the CVV2/CVC2/CID and the PIN or PIN block located on credit cards and debit cards.

c. "PAD" means payment account data, including but not limited to credit and debit card account data, expiration month and year, cardholder name, checking account number, and customer bank routing information.

d. "PAI" means Payment Account Identifier. PAI is a unique identifier that is assigned by Processor that references a payment account record.

e. "TransForm® Tokenization Service" means the Processor service designed to move Merchant's customer cardholder data offsite to Processor's PCI DSS compliant storage facility. Processor's servers create and then return a unique PAI to the Merchant's software application. Encryption is used to protect cardholder data while in transit. Using the PAI, Merchant can bill a card on file and/or schedule automatic payments, enabling the Merchant to securely process transactions from payment account records.

c. Pricing. The rate and fees set forth in the Application for TransForm Tokenization and Account Updater apply. Processor will charge Merchant the monthly fee set forth in the Application per MID for its use of the TransForm Tokenization Service.

a. TransForm Tokenization Service Storage Fees. Merchant agrees to pay Processor the TransForm Tokenization fixed monthly fee listed in the Application which, if not listed is \$30.00, per MID provided that the total PAIs stored for such MID does not exceed the PAI Maximum per month (the "PAI Maximum") which such PAI Maximum is listed in the Application which, if not listed is 500. Should the total PAIs stored in any month for such MID exceed the PAI Maximum, Merchant agrees to pay the additional fee listed in the Application which, if not listed, is \$0.09, per each PAI stored in such month for such MID in excess of the PAI Maximum.

b. Account Updater Service Pricing. Merchant agrees to pay Processor the Account Updater setup fee, fixed monthly fee, and updater fee listed in the Application which amounts, if not listed in the Application, are respectively \$99.00, \$30.00, and \$0.80. Merchant may terminate receipt of the Account Updater Service at any time upon 30 days prior written notice to Processor without further liability for the Account Updater Services other than for charges incurred but unpaid as of the effective date of such termination. Processor will charge Merchant the one-time set-up fee per Merchant identification number ("MID"), a fixed monthly charge per MID, and a charge per valid update for use of the Account Updater Service. The set-up fee is applied upon the start or re-start of Account Updater Service for each MID. A "valid update" is an update in which a match for the cardholder's account number is made and either: (i) a new account number is provided, (ii) information that the account has been closed is provided, (iii) a new expiration date is provided, or (iv) a "contact cardholder" message has been provided.

d. Term. These TransForm Tokenization terms will run coterminous with the Merchant Processing Agreement. Processor may additionally terminate provision of the TransForm Tokenization Services on 30 days prior written notice to Merchant for any or no reason; or immediately (a) if Merchant is in material breach of its obligations under the Agreement, including these TransForm Tokenization terms, (b) in order to comply with applicable law or requests of governmental, administrative or judicial authorities, or (c) if

Processor reasonably believes that continuing to provide the TransForm Tokenization Service to Merchant could create a substantial economic or technical burden or material security risk for Processor.

e. Access to Information After Termination. Upon termination of Merchant's use of the TransForm Tokenization Services and within five business days of agreement between the parties on the means of transfer and after Merchant's payment of the data retrieval fee based on the number of Merchant's stored records as set forth in the table below, Processor will provide a data file including all stored records to a PCI DSS compliant facility designated by Merchant. The data retrieval fee will be calculated cumulatively so that all stored records will be billed at the same lower fee per record once a higher volume tier is reached. Records may only be provided to a PCI DSS compliant facility with file format and encryption requirements to be determined in Processor's reasonable discretion.

STORED DATA	DATA RETRIEVAL FEE
1 - 5,000 PAI's	\$2,000 (minimum data retrieval fee)
5001 - 250,000 PAI's	\$0.40 per stored record
250,001 - 500,000 PAI's	\$0.35 per stored record
500,001 - 750,000 PAI's	\$0.25 per stored record
750,001+ PAI's	\$0.20 per stored record

f. Communication Methods. Merchant will establish and maintain secure data communication connections and will transmit data to Processor in the format required by Processor.

g. Use of TransForm Tokenization. Merchant will immediately update PAD upon additions, deletions, and changes to the underlying data. Merchant will create, delete, and query payment account records in accordance with instructions provided by Processor.

h. Use of Account Updater. Merchant must have an existing relationship with the cardholder in order to make an inquiry using the Account Updater Service and hereby agrees to comply with the Merchant requirements of the Account Updater terms of use as set forth in the Operating Regulations. The Account Updater Service may not interface with third party software or third party services, if Merchant uses third party software or a third party service to process recurring transactions then Merchant understands and agrees that Merchant may be required to make manual updates to recurring transaction information based on Account Updater Service updates.

i. Disclaimer of Warranties. The TransForm® Tokenization Service is being provided to Merchant by Processor "as-is" and without any warranty of any kind. Processor disclaims any express or implied warranty, including but not limited to implied warranties of merchantability, non-infringement, or fitness for a particular purpose.

j. Indemnification. In addition to the indemnification obligations of Merchant under the Terms and Conditions to the Agreement, Merchant agrees to indemnify, defend and hold harmless Processor, its employees, officers, agents, shareholders, representatives and directors from any and all fines, penalties, losses, claims, expenses (including attorney fees and the allocable costs of in-house counsel), or other liabilities resulting from or in connection with: (i) Merchant's use of the TransForm Tokenization Service, (ii) Merchant's storage of any cardholder data, or (iii) Merchant's breach of the herein TransForm Tokenization terms.

k. Limitation of Liability. In addition to Processor's limits of liability set forth under the Terms and Conditions to the Agreement, under no circumstances will Processor be liable to Merchant or any third party for any indirect, special, incidental, consequential, punitive, exemplary or multiple damages arising out of or related to Processor's provision of the TransForm Tokenization Service hereunder, regardless of the legal theory on which such claim is based (whether based in contract, tort, warranty, strict liability, negligence, or any other legal theory), even if Processor has been advised, knew, or should have known of the possibility of such damages (which include, but are not limited to, loss of profits, revenue, savings, software, data or goodwill, the claims of third parties, and/or injury to persons or property). The parties expressly agree that the total liability of Processor (including, without limitation, for Processor's performance or the failure of such performance hereunder, or for any breach hereof) will be exclusively limited to an amount equal to the aggregate TransForm Tokenization service fees actually received by Processor from Merchant during the one month period ending on the date on which the event giving rise to the claim for damages occurred. Merchant accepts the restrictions on its right to recover additional damages as part of its bargain with Processor, and Merchant understands and acknowledges that, without such restrictions, the consideration for the services provided hereunder would be higher.

### 4. Chargeback Service Fee.

The below tiered Chargeback Service Fee shall apply to Merchant. Beginning on the Effective Date the Chargeback Service Fee will be charged monthly per MID at the below Tier 1 amount and thereafter, on a semi-annual basis, which first such semi-annual period may be less than six (6) months, Merchant's highest annual number of chargebacks within the term of the Agreement, shall determine the applicable monthly fee tier assessed. In the event Merchant has twenty-six (26) or more chargebacks in any annual period, thereafter Merchant will be charged \$25.00 per chargeback, in lieu of a monthly fee. If Merchant has less than twelve (12) months of transaction history with Processor, Merchant's actual number of chargebacks will be annualized in the above semi-annual reviews to determine the below applicable tier. Notwithstanding the foregoing, if Processor at any time, in its reasonable discretion, believes that Merchant will have twenty-six (26) or more chargebacks in any annual period, upon notice to Merchant, Processor may charge Merchant a fee of \$25.00 per chargeback, in lieu of a monthly fee.



Tier	Annual Number of Chargebacks	Monthly Fee
1	0	\$7.50
2	1-2	\$10.00
3	3-4	\$15.00
4	5-8	\$20.00
5	9-12	\$25.00
6	13-17	\$30.00
7	18-21	\$35.00
8	22-25	\$40.00

**5. Additional Services or Expenses.**

Merchant agrees that Processor may charge Merchant for any non-specified service it provides Merchant ("Additional Service") or expense it incurs on behalf of Merchant ("Additional Expense") any time after Merchant's initial receipt of the same, and Merchant agrees to pay for such service (at Processor's standard fees in effect from time to time) or expense in accordance with this Agreement. Merchant acknowledges and agrees that it will notify Processor in writing and in accordance with the notice provisions of the Agreement in the event Merchant does not want the Additional Service and that such written notice will be sent to and actually received by Processor within 90 days of Merchant's first receipt of the Additional Service ("Additional Service Cancellation"). Merchant will not dispute, and will be unconditionally obligated to pay for, any Additional Service fees for which Merchant has not provided and Processor has not actually received an Additional Service Cancellation in accordance with the foregoing and any Additional Expense.

**6. Store and Forward Service.**

The Store and Forward service is a secondary, back-up option of credit card acceptance enabled typically in the event of internet connectivity down-time. Store and Forward may be applicable as a temporary solution for businesses needing to accept payments in environments without access to the internet, such as trade shows or farmer's markets. Optionally, business may elect to process offline transactions even with a working internet during times of peak business demand. When Store and Forward is enabled, it allows merchants to store transactions offline either in the absence of a working Internet connection, or based on specific business use case. Transactions are stored offline until either internet connectivity has been restored or the business need subsides. Then, with a local command, the offline transactions are forwarded to Processor for a valid card issuer authorization. From the cardholder's perspective, the transaction flow is unchanged, yet the important distinction for the merchant is that the transaction is not authorized in real time and may in fact decline when forwarded. Where there are benefits to this functionality in maintaining transaction up-time especially during times of internet uncertainty, there are also risks and an assumption of liability by you which need to be carefully considered as set forth below in this section. You understand and agree that use of the Store and Forward Services is dependent on the point of sale system configuration and capabilities for the processing of such service transactions which you are solely responsible. Further, with regard to the Store and Forward services, it is important that you and your point of sale service providers and integrated software vendors understand and agree that there are inherent risks when not obtaining an authorization at the time of the transaction and those risks, between you and us, rest solely on you. Transactions processed via Store and Forward are high risk and may be declined, error out, or otherwise fail to process when forwarded to us. When enabling Store and Forward, you accept full liability for all transactions, whether or not an authorization approval code is received, including loss of revenue due to declined or failed transactions, chargebacks, and losses, fees, fines, and penalties related to transactions processed via the Store and Forward application. Further, we are not liable to you in the event the transaction data is not stored within the point of sale device for any reason. We make no warranty, expressed or implied, with respect to servicing, processing, or acceptance of Store and Forward transactions and you assume all liability when using or otherwise accepting to process in a Store and Forward/offline manner.

RESOLUTION NO. 2018- 23

A RESOLUTION AMENDING THE SEWER POLICY OF THE CITY OF ROCK SPRINGS,  
WYOMING.

WHEREAS, the City of Rock Springs has established a Sewer Policy regarding sewer services within the City; and,

WHEREAS, the City of Rock Springs desires to amend said policy; and,

WHEREAS, the Governing Body of the City of Rock Springs has said policy amendments before it and have given them careful review and consideration.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the amendments to the Sewer Policy of the City of Rock Springs, attached hereto and by this reference made a part herein, are hereby accepted and approved by the City of Rock Springs, Wyoming.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

2/14/18

## **SEWER POLICY**

### **CITY OF ROCK SPRINGS**

#### **RATE FACTOR**

1. A rate factor will be computed using April-March water consumption records and the fiscal year budget for the Wastewater Department, Operations and Administration. The rate factor will be calculated by dividing the total annual Wastewater Department Budget (operations, maintenance, capital costs, and administration) by the total annual water consumption of all water accounts less irrigation meters.
2. The rate factor computed, based on water consumption records, will then be multiplied by the user's average water consumption to establish individual sewer use fees for each sewer account.
3. The rate factor shall be reviewed annually and adjusted if necessary, based upon the previous year water billing accounts for the period April-March, and the Wastewater Budget for the corresponding fiscal year.

#### **RESIDENTIAL ACCOUNTS**

1. Residential sewer use fees will be calculated by using an average of the three lowest months' water consumption using an average of water consumption during the winter months of January, February and March from the previous year for the period of April through March, and multiplying the average monthly water consumption times the rate factor. Residential accounts will be reviewed individually to determine the consumption for the designated months.
2. Residential accounts with separate water meters used exclusively for irrigation shall not be billed a sewer use fee for the water consumption through the irrigation meter.
3. The City of Rock Springs may provide one water meter for each user as per City Ordinance, Section 4-1406, c. If users request the installation of a water meter to be used exclusively for irrigation, the City may provide a second meter only if usage from that meter is to be read and billed by the City. The user shall bear all costs of installation, and maintenance of meters installed secondary to the City's meter, as well as the cost of the meter.

## **COMMERCIAL ACCOUNTS**

1. Commercial sewer use fees will be established to correspond with the twelve-month average water consumption from the previous year. Commercial water accounts will be reviewed individually to determine the average twelve-month consumption. This average consumption will then be multiplied by the rate factor to compute the monthly sewer use fee.
2. Mobile Home Parks will be classified as residential accounts. Apartments are classified as residential accounts unless changed by the appeals process.
3. If sewer flow is metered, the actual flow will be used for computation of the sewer use fee. Outlying county areas will be billed directly.
4. The outlying county areas served by sewer/water districts shall pay 1.15 times the rate factor used for City accounts.
5. The City of Rock Springs may provide one water meter for each user. If users request the installation of a second water meter exclusively for irrigation, the City may provide a second meter, only if usage from that meter is to be read and billed by the City. The user shall bear all costs of the installation, and maintenance of meters installed secondary to the City's meter, as well as the cost of the meter. The City shall read those locations with private meters used to segregate irrigation water from domestic water, so that irrigation will not be considered in consumption review for sewer fee computation.

## **MISCELLANEOUS**

1. Payments will be applied first to deposits in proportion that water and sewer deposits are due. Any remaining payments will be applied to the service balance in proportion to amounts due.
2. Waiver agreements become void upon relocation of a tenant and outstanding balance will revert to the property owner.
3. The minimum sewer use fee shall be applied to all active accounts that show no water consumption.
4. Payment Methods accepted: Cash, Check, E-check, Money Order and all major Credit/Debit cards.

## **NEW ACCOUNTS**

1. The monthly sewer use fee for new residential accounts of single family units will be established by using 268 cubic feet of usage per individual in the household.
2. Sewer rates for new residential accounts of single family units purchased as investment or rental property shall be based on the three lowest months of consumption during the last full year of active usage at that location.
3. Sewer rates for new residential accounts of multi-family units will be established using averages of similar locations.

4. Sewer rates for commercial accounts will be established by using an average of water consumption history at that location. If no prior history has been established, the rate shall be based on an average of water histories established by similar business types. Average consumption will then be multiplied by the rate factor to compute the sewer use fee.

## **APPEALS**

1. All rate reconciliation to accounts shall be approved by an appeals board appointed by the Mayor.

## **SEWER POLICY**

### **CITY OF ROCK SPRINGS**

#### **RATE FACTOR**

1. A rate factor will be computed using April-March water consumption records and the fiscal year budget for the Wastewater Department, Operations and Administration. The rate factor will be calculated by dividing the total annual Wastewater Department Budget (operations, maintenance, capital costs, and administration) by the total annual water consumption of all water accounts less irrigation meters.
2. The rate factor computed, based on water consumption records, will then be multiplied by the user's average water consumption to establish individual sewer use fees for each sewer account.
3. The rate factor shall be reviewed annually and adjusted if necessary, based upon the previous year water billing accounts for the period April-March, and the Wastewater Budget for the corresponding fiscal year.

#### **RESIDENTIAL ACCOUNTS**

1. Residential sewer use fees will be calculated by using an average of the three lowest months' water consumption using an average of water consumption during the winter months of January, February and March from the previous year for the period of April through March, and multiplying the average monthly water consumption times the rate factor. Residential accounts will be reviewed individually to determine the consumption for the designated months.
2. Residential accounts with separate water meters used exclusively for irrigation shall not be billed a sewer use fee for the water consumption through the irrigation meter.
3. The City of Rock Springs may provide one water meter for each user as per City Ordinance, Section 4-1406, c. If users request the installation of a water meter to be used exclusively for irrigation, the City may provide a second meter only if usage from that meter is to be read and billed by the City. The user shall bear all costs of installation, and maintenance of meters installed secondary to the City's meter, as well as the cost of the meter.

## COMMERCIAL ACCOUNTS

1. Commercial sewer use fees will be established to correspond with the twelve-month average water consumption from the previous year. Commercial water accounts will be reviewed individually to determine the average twelve-month consumption. This average consumption will then be multiplied by the rate factor to compute the monthly sewer use fee.
2. Mobile Home Parks will be classified as residential accounts. Apartments are classified as residential accounts unless changed by the appeals process.
3. If sewer flow is metered, the actual flow will be used for computation of the sewer use fee. Outlying county areas will be billed directly.
4. The outlying county areas served by sewer/water districts shall pay 1.15 times the rate factor used for City accounts.
5. The City of Rock Springs may provide one water meter for each user. If users request the installation of a second water meter exclusively for irrigation, the City may provide a second meter, only if usage from that meter is to be read and billed by the City. The user shall bear all costs of the installation, and maintenance of meters installed secondary to the City's meter, as well as the cost of the meter. The City shall read those locations with private meters used to segregate irrigation water from domestic water, so that irrigation will not be considered in consumption review for sewer fee computation.

## MISCELLANEOUS

1. Payments will be applied first to deposits in proportion that water and sewer deposits are due. Any remaining payments will be applied to the service balance in proportion to amounts due.
2. Waiver agreements become void upon relocation of a tenant and outstanding balance will revert to the property owner.
3. The minimum sewer use fee shall be applied to all active accounts that show no water consumption.
4. ~~Account payments may be paid by VISA or MASTERCARD credit or debit card payment. A fee shall be charged for the use of a credit card payment, so that the full amount due from users fees for the customer account is recovered, plus the fee to process the payment by credit or debit card.~~ **Payment Methods accepted: Cash, Check, E-check, Money Order and all major Credit/Debit cards.**

## NEW ACCOUNTS

1. The monthly sewer use fee for new residential accounts of single family units will be established by using 268 cubic feet of usage per individual in the household.
2. Sewer rates for new residential accounts of single family units purchased as investment or rental property shall be based on the three lowest months of consumption during the last full year of active usage at that location.
3. Sewer rates for new residential accounts of multi-family units will be established using averages of similar locations.

4. Sewer rates for commercial accounts will be established by using an average of water consumption history at that location. If no prior history has been established, the rate shall be based on an average of water histories established by similar business types. Average consumption will then be multiplied by the rate factor to compute the sewer use fee.

## **APPEALS**

1. All rate reconciliation to accounts shall be approved by an appeals board appointed by the Mayor.



mmh  
2/15/18

RESOLUTION NO. 2018- 24

A RESOLUTION AUTHORIZING AND DIRECTING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND MATTHEW L. MCBURNETT, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, WYOMING, TO ACCEPT AND APPROVE A BUDGET REVISION TO THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2018.

WHEREAS, the City of Rock Springs has submitted an Operating Budget for the fiscal year ending June 30, 2018, for salaries and expenses of all City Officials, for the Police Department and Fire Department, for the support and maintenance of the City Government and for all its expenditures; and,

WHEREAS, said Operating Budget was passed and approved by Resolution 2017-59 on June 20, 2017; and,

WHEREAS, the Council has determined that it is necessary and in the best interests of the City of Rock Springs to amend the budget for the fiscal year ending June 30, 2018; and,

WHEREAS, the Budget Revision indicates a source of funding adequate to cover all proposed expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the Budget Revision for the City of Rock Springs, be, and it is hereby, accepted by the Governing Body of the City of Rock Springs, Wyoming, for the 2017-2018 fiscal year ending June 30, 2018.

Presented for your consideration are the following amendments to the budget of the City of Rock Springs, Wyoming, for the 2017-2018 fiscal year ending June 30, 2018:

Addition of the following revenue line item:

General Fund

Property & Liability Insurance	\$ 49,225.00
Contributions & Donations	2,500.00
RS Historical Museum	978.00

Additions to the following expenditure line items:

General Fund

Fire Department	
Specialized Departmental Supplies	1,998.00
Golf Course	
Buildings & Grounds Maintenance	49,227.00
Police Department	
K-9 Program	500.00
RS Historical Museum	
Prior Fiscal Year Donations	978.00

Transfer \$9,655.36 from Fund Balance to Non-Departmental – STAR Fixed Route Funding.

Transfer \$61,900.00 from Fund Balance to Cemetery – Concrete Replacement.

Transfer \$2,500.00 from Fund Balance to Mayor/Council – Travel Expense.

Section 2. That the Mayor of the City of Rock Springs, is hereby authorized, empowered and directed to accept and approve said budget revision on behalf of said City, and that the City clerk of said City is hereby authorized and directed to attest said budget revision and to attach to each duplicate original of said budget revision a certified copy of this resolution.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

RESOLUTION NO. 2018- 25

A RESOLUTION ACCEPTING AND APPROVING A CONTRACT WITH ALSCO, INC., IN THE AMOUNT OF \$688.82 PER WEEK FOR THE 2018 UNIFORM BID, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR, AND MATTHEW L. MCBURNETT, AS CITY CLERK, TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF ROCK SPRINGS.

WHEREAS, the City of Rock Springs advertised for bids for the 2018 Uniform Bid, and the bid of ALSCO, Inc., in the amount of \$688.82 per week, was the successful bid; and,

WHEREAS, the Governing Body of said City has reviewed the proposed contract and the bids tendered and have given them careful review and consideration; and,

WHEREAS, it is considered in the best interest of said City to award said contract to the aforesaid successful bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the contract with ALSCO, Inc., for the 2018 Uniform Bid, as set forth in said contract be, and it is hereby, awarded to ALSCO, in the amount of \$688.82 per week.

Section 2. That the Mayor of said City be, and he is hereby, authorized, empowered and directed to execute said contract on behalf of said City; and that the City Clerk be, and she is hereby, authorized and directed to attest said contract and to attach a certified copy of this Resolution to each duplicate original of said contract.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**CITY OF ROCK SPRINGS  
2018 UNIFORM BID**

**D. FORM OF CONTRACT**

**Page 1.**

FORM OF CONTRACT:

THIS AGREEMENT made this 20<sup>th</sup> day of FEBRUARY, 2018, by and between the City of Rock Springs, a municipal corporation, hereinafter mentioned as the City, and

Aliso  
hereinafter mentioned as the Contractor.

WITNESSETH, that the Contractor and the City for the considerations stated herein mutually agree as follows:

1. THE Contractor shall furnish the items described in the bid proposal.
2. THE City shall pay the Contractor for the performance of this Contract the amount set forth in the bid schedule attached hereto, subject to any additions or deletions as may be included in the final estimate as prepared by the Engineer. The Contractor shall receive and accept these payments in full compensation for everything performed under this Contract and for all loss and damage arising out of the nature of the work, the action of the elements and for unforeseen contingencies or difficulties encountered in the prosecution of the work.
3. THIS contract expires February 28, 2019, unless the extension or termination clauses are exercised.
4. THE general conditions of the Contract, the Bid Schedule, together with this Agreement, form the Contract and are as fully a part thereof as if hereto attached or herein repeated. No service charges or environmental charges can be added as additional charges. The unit prices must include subsidiary costs and the contract prices cannot be adjusted at random.
5. THIS Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the City and the Contractor respectively.
6. CONTRACT AMOUNT: 688.82/ WK

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year above written.

\_\_\_\_\_  
BY \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_

Witness

CONTRACTOR: Andy Dennis  
NAH  
Witness

2/16/18

RESOLUTION NO. 2018- 26

A RESOLUTION ACCEPTING AND APPROVING ASO GROUP PLAN CHANGES WITH BLUE CROSS BLUE SHIELD OF WYOMING, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR, TO EXECUTE SAID ASO GROUP PLAN CHANGE ON BEHALF OF THE CITY OF ROCK SPRINGS.

WHEREAS, the City of Rock Springs has entered into an agreement with Blue Cross Blue Shield of Wyoming, to provide medical insurance administrative services; and,

WHEREAS, Blue Cross Blue Shield of Wyoming has submitted ASO Group Plan Changes to said medical insurance, which plan changes are to become effective on March 1, 2018; and,

WHEREAS, the Governing Body of said City has said ASO Group Plan Changes, before it and has given them careful review and consideration.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the ASO Group Plan Changes submitted by Blue Cross Blue Shield of Wyoming, attached hereto and by this reference specifically made a part hereof, are hereby accepted and approved by the Governing Body of the City of Rock Springs.

Section 2. That the Mayor of said City be, and he is hereby, authorized, empowered and directed to execute said ASO Group Plan Change on behalf of said City; and that the City Clerk be, and she is hereby, authorized and directed to attach a certified copy of this Resolution to each duplicate original of said ASO Group Plan Change.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



**BlueCross BlueShield  
of Wyoming**  
An independent licensee of the Blue Cross  
and Blue Shield Association

## ASO GROUP PLAN CHANGES

P. O. Box 2266  
Cheyenne, WY 82003  
307.634.1393  
800.442.2376

Group Name: <b>City of Rock Springs</b>	Anniversary Date: <b>3/1/2018</b>
Group Number: <b>310975, 311141, 311142, 311143</b>	Effective Date: <b>3/1/2018</b>
UR Vendor <input checked="" type="checkbox"/> BCBSWY	<input type="checkbox"/> Other:

**Keep Plan the Same:** ☐ Yes ☒ No (List Changes Below)

**Changes in Medical Plan:** Change Well Child Care Visits to age 19. (Currently thru Age 7) Include immunization recommended by the CDC. Paid at 100% of Allowable Charges

Add all PPACA Benefits except for Pharmacy. (See attached) however this benefit is limited as described below:

Adults - All Preventive Care including added PPACA Benefits are limited to \$500 per member annually  
Children - In addition to Well Child Care Visits as described above (thru age 19) additional PPACA benefits are limited to \$500.

**Changes in Rx Plan:** Add Tier I & Tier II oral contraceptives.  
Add the following drugs to the Rx benefits of the plan:  
Growth hormones  
Injectable Drugs  
Immunosuppressants  
AZT, Tetrovir (drugs used for the purpose of treating AIDS)

**Grandfathered Status:** ☒ Prior to this change the Plan was grandfathered and remains grandfathered.  
☐ Prior to this change the Plan was grandfathered and will no longer be grandfathered.  
☐ Prior to this change the Plan was not grandfathered.

Marketing Contact: Patricia Ventimiglia Date: \_\_\_\_\_

Group Leader: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

## **BCBSWY Preventive Care Benefits**

- Well Child Care to the Participant's 6<sup>th</sup> Birthday:
  - Birth through 12 months – 7 visits
  - 13 months through 35 months – 4 visits
  - 36 months through 72 months – 1 visit per calendar year
  - Immunizations as recommended by the CDC
  - Congenital hypothyroidism screening under age 1
  - Hearing loss screening up to 1 month of age
  - Phenylketonuria (PKU) screening – once per lifetime ages 0 – 1 years old
  - Sickle cell disease screening – up to age 1
  - Iron deficiency anemia prevention for children at risk 6 to 12 months
  - Hematocrit or Hemoglobin through age 1
  - Lead Screening through age 6
  - Developmental and Autism Screening through age 2
  - Oral Health Screening
  - Fluoride varnish for the prevention of dental caries in children from birth up to the age of 6. Applied by primary care clinicians.
  - Newborn Blood Screening – Bright Futures update
  - Visual impairment under age 5 – 1 visit per calendar year
- Birth Through Age 21:
  - Sensory Screening Vision – 1 per calendar year
  - Sensory Screening Hearing – 1 per calendar year (in addition to screening listed above) through age 21
  - Tuberculin Test
- Participants Age 6 and Older:
  - Routine Physical examination (office visit) – Males 1 per calendar year
  - Well-woman preventive care visits as medically appropriate
  - Screening for latent tuberculosis infection in adults – 18 and older
  - Adult aortic aneurysm screening for male participants ages 65-75– lifetime maximum of 1 screening
  - Alcohol misuse screening and behavioral counseling intervention – 1 visit per calendar year for participants 6 to 18; unlimited for participants 18 and older
  - Asymptomatic bacteriuria screening – pregnant women only
  - Hepatitis B screening – No age or frequency limit
  - Rh (D) incompatibility screening – pregnant women only
  - Osteoporosis screening once every 2 calendar years
  - Iron deficiency anemia screening – pregnant women only
  - Sexually transmitted disease (STD) screening:
    - Chlamydial infection screening – women and males 16-18
    - Gonorrhea infection screening – women and males 16-18
    - Syphilis infection screening – pregnant women and men and women at risk
  - Counseling for sexually transmitted infections
  - Screening for diabetes in pregnant women 24-28 weeks gestation

- HPV Testing – 30 yrs of age every 3 years
- Screening & counseling for interpersonal & domestic violence
- Lactation support & counseling services – 2 visits per pregnancy
- Breast Pump – 1 pump per pregnancy. Prior approval is required for hospital grade pumps.
- Counseling and screening for HIV
- Contraceptive methods & management (Medical) – Female sterilizations; IUD inserted or removed & inserted on the same day; Injections; Implants; Cervical Cap; and Diaphragm used to prevent conception
- Diagnostic screening procedure for HIV testing for at risk participants and pregnant women
- Type 2 diabetes mellitus screening
- Immunizations as recommended by the CDC
- Exercise or physical therapy for community dwelling adults age 65 years or older who are at increased risk for falls
- Colorectal cancer screening for members age 50 through 75:
  - Fecal occult blood test – 1 per calendar year
  - Colonoscopy (includes Polyp Removal & Pathology and preliminary Consultation/Office Visit prior to the procedure) – 1 every 10 years OR
  - Sigmoidoscopy (including related services) – 1 every 5 years
- Cervical cancer screening and related office visit – 1 per calendar year
- PSA test – 1 per calendar year for subscriber and spouse only
- Mammogram Screenings – 1 per calendar year for subscriber and spouse only
- Tobacco cessation counseling – 8 visits per calendar year
- Lipid disorders screening (1) every 5 calendar years
- BRCA testing and Genetic counseling if appropriate for women whose family history is associated with an increased risk for Breast and Ovarian cancer
- Hepatitis C screening – 1 per lifetime
- Screening for Lung Cancer – Limited to adults 55-80; 1 per calendar year
- Behavioral counseling to promote a healthful diet and physical activity for cardiovascular disease prevention in adults with cardiovascular risk factors. Includes diagnosis of BMI's 40-70+ and group sessions for preventive medicine counseling. – limit 12 visits per year.
- Screening for High Blood Pressure in Adults – Cover Ambulatory Blood Pressure Monitoring (ABPM) for diagnostic confirmation before starting treatment at 100%



**City of Rock Springs**

**COBRA Rate Verification**

**Current COBRA Rates for Period: 3/1/2017 - 2/28/2018**

Single	\$ 753.37
Adult & Dep	1,339.34
2 Adult	1,527.70
Family	2,092.74

**These Rates Include a 2% COBRA Administration Fee.**

**Please indicate below the rates to use in the new contract year:**

**New COBRA Rates for Period: 3/1/2018 - 2/28/2019**

☐ Keep Rates the Same

- or -

Single	<u>\$ 791.04</u>
Adult & Dep	<u>1,406.30</u>
2 Adult	<u>1,604.08</u>
Family	<u>2,197.37</u>

☒ These rates already include the 2% COBRA administration fee.

☐ Please add the 2% COBRA administration fee to these rates.

**Group Authorized Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**BlueCross BlueShield  
of Wyoming**  
An independent licensee of the Blue  
Cross and Blue Shield Association.

## ASO GROUP REOPENING REQUEST

PO Box 2266  
Cheyenne, WY 82003  
307.634.1393  
800.442.2376

Group Name <b>City of Rock Springs</b>		Anniversary Date <b>3/1/2018</b>	
Group Number <b>311141, 311142, 310975</b>		Effective Date <b>3/1/2018</b>	
Administration Fee <b>\$47.75</b>		Change to Advance Deposit (To be billed or credited on first claim billing after reopening) <input type="checkbox"/> No Change <input type="checkbox"/> Yes \$ <input checked="" type="checkbox"/> No Advance Deposit	
Network Fees 15% BlueCard Discounts: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Stop Loss Commissions: Retained by BCBSWY: 5%    Commissions to Broker: 0%    Total Commission: 5%	

UR Vendor: **BCBSWY**  
 Broker Name: **N/A**  
 & Address: \_\_\_\_\_  
 Life Carrier: **N/A**

**Stop Loss Information:**

Stop Loss Carrier: **HM Life Insurance Company**  
 MGU: **N/A**  
 Specific SL Deductible: **\$65,000**    Specific Basis of Accumulation: **144/12**  
 Aggregate Basis of Accumulation: **144/12**    Bill ASL Premium: ☒ Monthly    ☐ Annual  
 Aggregate Factors: Single: **\$761.62** Adult & Dep: **\$1,827.89**    Aggregate Accommodation: ☐ Yes    ☒ No  
                          Two-adult: **\$1,827.89** Family: **\$1,827.89**

**Services Covered in ISL and ASL - Indicate Y or N for Each:**

	ISL	ASL
Medical	Y	Y
RxCARD:	Y	Y
Dental:	N	N
Vision:	N	N

**Lasers:**

None  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Other SL Notes: \_\_\_\_\_  
 \_\_\_\_\_

**Monthly Rates:**

Contract Type	Single	SPD	Two Adult	Family
Specific Premium	\$147.12	\$337.70	\$337.70	\$337.70
Aggregate Premium	\$8.25	\$8.25	\$8.25	\$8.25

Marketing Contact: \_\_\_\_\_ Date: \_\_\_\_\_

Group Leader: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_



*City Council Agenda*

# *Ordinances*

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11/4/17  
ORDINANCE NO. 2018- 02

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ROCK SPRINGS FOR A TRACT OF LAND FROM LIGHT INDUSTRIAL (I-1) TO CENTRAL BUSINESS (B-3), ONE (1) TRACT OF 0.27 ACRES AND LOCATED AS HEREBY DESCRIBED IN NE ¼ OF SECTION 35, TOWNSHIP 19 NORTH, RANGE 105 WEST OF THE SIXTH PRINCIPAL MERIDIAN IN THE CITY OF ROCK SPRINGS, COUNTY OF SWEETWATER, STATE OF WYOMING.

WHEREAS, after a due and proper public hearing held before the Planning and Zoning Commission of the City of Rock Springs, Sweetwater County, Wyoming on December 13, 2017, the Commission recommended to the Governing Body approval of the request to amend the official Zoning Map of the City of Rock Springs for the following property:

A 0.27 acre of unplatted land situated within the corporate limits of the city of Rock Springs, Sweetwater County, Wyoming, and located in the Northeast Quarter (NE 1/4) of Section 35, T 19 N, R 105 W of the 6th p.m., more particularly described as follows:

A parcel of land situate in the NE 1/4 of Section 35, Township 19 North, Range 105 West of the sixth principal Meridian, city of Rock Springs, Sweetwater county, state of Wyoming, more particularly described as follows:

Commencing at a point on the northwesterly extension of the southwesterly boundary of a Block 16, Original Town of Rock Springs, that is 60.0 feet (tie) northwesterly from the most westerly corner of Lot 6 of said Block 16, as said lot and block are shown on duly recorded plat thereof; thence northeasterly along the northwesterly line of second street, a distance of 120.00 feet (tie) to the true point of beginning; thence n 15° 30' 15" e, 120.00 feet; thence n 66° 01' 45" w, 48.88 feet to a point on the southerly right of way line of Union Pacific Railroad Company's Sweetwater Branch No. 2 as now constructed and operated, said point also being on a non-tangent curve concave westerly, the center of which bears n 67° 23' 23" w, 762.80 feet; thence southerly along said right of way and along said curve, through a central angle of 15° 33' 16", an arc distance of 207.08 feet to a point on the northerly line of that certain parcel of land heretofore conveyed by union pacific coal company to the city of Rock Springs by quitclaim deed dated January 6, 1953, as recorded in Book 185, Pages 25 to 28 in the office of the county, clerk and recorder, Sweetwater county dated January 28, 1953; said point also being the beginning of a non-tangent curve, concave northerly, the center of which bears n 53° 12' 04" e, 34.04 feet; thence easterly along said curve and along said northerly line, through a central angle of 88° 41' 49", an arc distance of 52.70 feet to a point on the northwesterly line of said Second Street; thence along the northwesterly line of said Second Street, N 54° 30' 15" E, a distance of 85.96 feet, more or less, to the true point of beginning.

WHEREAS, after notice given as prescribed by law, a hearing on the Zoning Map Amendment request was held before the governing body of the City of Rock Springs January 16<sup>th</sup>, 2018 and;

WHEREAS, the Governing Body of the City of Rock Springs has determined to accept the Planning and Zoning Commission's recommendation and approve said Zoning Map Amendment to amend the Official Zoning Map of the City of Rock Springs for one (1) tract of land from Light Industrial (I-1) to Central Business (B-3).

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That the Official Zoning Map of the City of Rock Springs be, and the same is hereby amended, to reflect a zoning change for the above-described tract of land from I-1, Light Industrial, to Central Business (B-3).

Section 2. That the City Engineer be, and is hereby, directed to forthwith amend the Zoning Map of the City of Rock Springs accordingly.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

1<sup>st</sup> Reading: \_\_\_\_\_

2<sup>nd</sup> Reading: \_\_\_\_\_

3<sup>rd</sup> Reading: \_\_\_\_\_



## **Planning & Zoning Commission Staff Report**

**Project Name:** High Desert Investments Rezone (I-1 to B-3)

**Project Number:** PZ-17-00197

**Report Date:** December 8, 2017

**Meeting Date:** December 13, 2017

### **Property Owner**

High Desert Investments, LLC  
505 Ashley Street  
Rock Springs, WY 82901

### **Applicant**

Dave Palmer/Palmer Construction, Inc.  
1355 East Teton Boulevard  
Green River, WY 82935

### **Engineer**

Andy Hooten  
WHS  
404 N. Street, Suite 201  
Rock Springs, WY 82901

### **Project Location**

701 2<sup>nd</sup> Street

### **Existing Zoning**

I-1 (Light Industrial)

### **Public Notification**

- Public Hearing Notice – published 11/28/17
- Mailed to owners in 200' radius on 11/29/17

### **Ordinance References**

- §13-809, §13-810

### **Staff Representative**

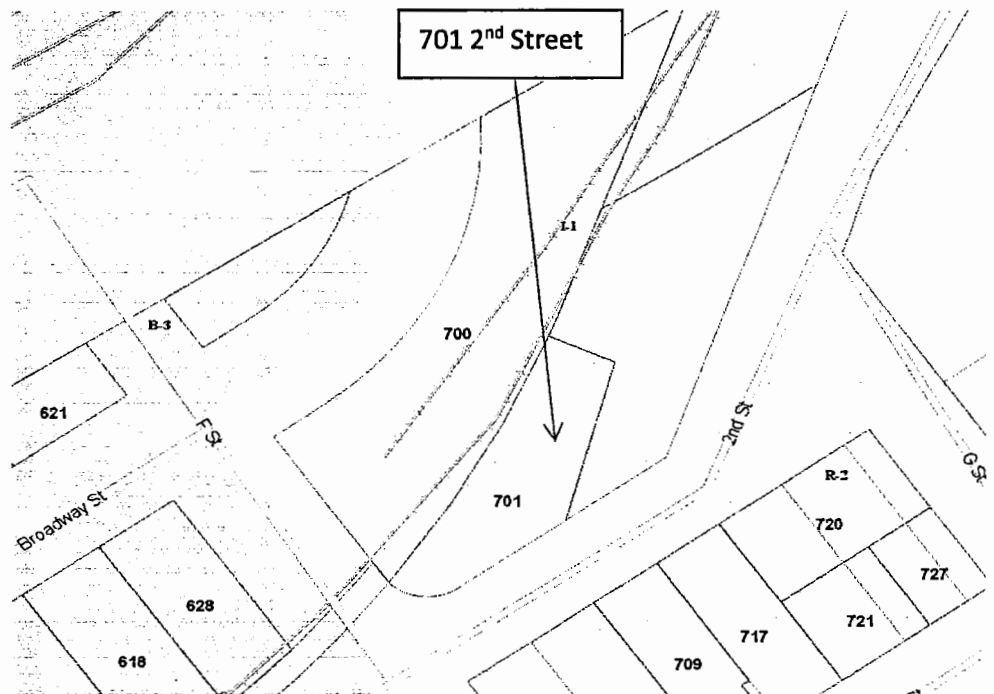
Amy M. Allen, PE  
Acting City Planner

### **Attachments**

- Application
- Public Hearing Notice
- Property Owner Notification Letters and Mailing List
- Rezone Map

### **Request**

Petition for a Rezone from I-1 (Light Industrial) to B-3 (Central Business) for 701 2<sup>nd</sup> Street.



### **Background Information**

On November 10, 2017, Dave Palmer of Palmer Construction, Inc. submitted an application for rezone of property at 701 2<sup>nd</sup> Street from I-1 to B-3.

The purpose of this request is to allow for the proposed new use – Fitness/Crossfit to become a part of the downtown urban renewal business area. Previous use was a warehouse.

### **Size and Location**

A 0.27 acre of unplatted land situated within the corporate limits of the city of Rock Springs, Sweetwater County, Wyoming, and located in the Northeast Quarter (NE 1/4) of Section 35, T 19 N, R 105 W of the 6th p.m., more particularly described as follows:

A parcel of land situate in the NE 1/4 of Section 35, Township 19 North, Range 105 West of the sixth principal Meridian, city of Rock Springs, Sweetwater county, state of Wyoming, more particularly described as follows:

Commencing at a point on the northwesterly extension of the southwesterly boundary of a Block 16, Original Town of Rock Springs, that is 60.0 feet (tie) northwesterly from the most westerly corner of Lot 6 of said Block 16, as said lot and block are shown on duly recorded plat thereof; thence northeasterly along the northwesterly line of second street, a distance

**Project Name:**  
High Desert Investments Rezone

**Project Number:**  
PZ-17-00197

of 120.00 feet (tie) to the true point of beginning; thence n 15° 30' 15" e, 120.00 feet; thence n 66° 01' 45" w, 48.88 feet to a point on the southerly right of way line of Union Pacific Railroad Company's Sweetwater Branch No. 2 as now constructed and operated, said point also being on a non-tangent curve concave westerly, the center of which bears n 67° 23' 23" w, 762.80 feet; thence southerly along said right of way and along said curve, through a central angle of 15° 33' 16", an arc distance of 207.08 feet to a point on the northerly line of that certain parcel of land heretofore conveyed by union pacific coal company to the city of Rock Springs by quitclaim deed dated January 6, 1953, as recorded in Book 185, Pages 25 to 28 in the office of the county, clerk and recorder, Sweetwater county dated January 28, 1953; said point also being the beginning of a non-tangent curve, concave northerly, the center of which bears n 53° 12' 04" e, 34.04 feet; thence easterly along said curve and along said northerly line, through a central angle of 88° 41' 49", an arc distance of 52.70 feet to a point on the northwesterly line of said Second Street; thence along the northwesterly line of said Second Street, N 54° 30' 15" E, a distance of 85.96 feet, more or less, to the true point of beginning.

#### **Surrounding Land Use**

North -	I-1 City Leased property from UPRR
South -	R-2 Old Town Rock Springs Plat
East -	I-1 UPRR Land
West -	B-3 Central Business Zoning

#### **EXISTING Zoning - I-1 Zoning Districts - §13-810:**

The purpose of the Light Industrial Zone (I-1) is to provide for the development of industrial, warehousing, and office facilities in a manner which does not cause adverse off-site environmental impacts. Uses allowed in the I-1 Zone are those whose activities (including storage) take place entirely within enclosed buildings, which have little or no emission of noise, smoke, dust, odor, vibration, or glare, and which pose little or no danger to the public health and safety.

#### **PROPOSED Zoning – B-3 Zoning Districts - §13-809:**

The purpose of the B-3 is to allow the development of commercial retail and service establishments with carefully integrated multiple-family residential, entertainment, and public parking facilities in the "downtown" sector of the City. The Zone encourages development to take place in an intensive fashion to facilitate pedestrian circulation and to maximize the use of valuable locations.

#### **Utility Review**

Approval will be based on all utility review conditions being met.

#### **Analysis**

The proposed use is consistent with the B-3 zoning district.

#### **Public Hearing Notification**

A Public Hearing Notice was duly published in the Rock Springs *Rocket Miner* on November 28, 2017 and notices were also mailed to property owners located within 200 feet of the boundaries of the subject property on November 29, 2017. To date, no comments have been received. Staff will advise the Commission of any comments received after the date of this report.

#### **Staff Recommendation**

Page 3 of 3

**Project Name:**  
High Desert Investments Rezone

**Project Number:**  
PZ-17-00197

Staff will provide a recommendation following the Public Hearing on this item.

**Next Steps**

Following Commission action, this item will be advertised for Public Hearing before the City Council and will be considered for first reading on January 2, 2017. The Rezone request will be decided by Ordinance.



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**PLANNING AND ZONING  
COMMISSION MINUTES  
December 13, 2017  
Wednesday, 7:00 p.m.  
City Hall, Rock Springs, Wyoming**

---

Commissioners Present:	Vice-Chairman Mike Shaw Keaton West Mark Erickson	Sue Lozier Matthew Jackman Gabe Bustos Tim Sheehan
Commissioners Absent:	Joe Drnas Lauren Schoenfeld	
Staff Present:	Amy Cox, Planning Technician Amy M. Allen, Director of Public Services Cathy Greene, Sr. Admin. Assist.	

**CALL TO ORDER**

Vice-Chairman Shaw called the meeting to order at 7:00 p.m.

**ROLL CALL**

After roll call it was determined that a quorum was present to proceed.

**APPROVAL OF MINUTES**

Vice-Chairman Shaw asked the Commission for any corrections or additions to the Minutes from the November 8, 2017, Planning and Zoning Commission Meeting.

With no corrections or additions, Vice-Chairman Shaw asked for a motion to accept the Minutes as presented.

Commissioner Jackman: Motion to approve the Minutes as presented.

Commissioner Lozier: Second.

Vote: All in favor. Motion carried unanimously.

**ACCEPTANCE OF STAFF REPORTS AND CORRESPONDENCE**

Vice-Chairman Shaw asked for a motion to accept all correspondence and Staff Reports into the record.

Commissioner Jackman: Motion to accept all correspondence and Staff Reports into the record.

Commissioner Erickson: Second.

Vote: All in favor. Motion carried unanimously.

### **CHANGES TO THE AGENDA**

There were none.

### **PUBLIC HEARINGS**

- 1. Petition for a Rezone from Light Industrial (I-1) to Central Business (B-3) property located at 701 2<sup>nd</sup> Street, submitted by Dave Palmer, petitioner, property owner is High Desert Investment, LLC, Heather Anderson. (Project #: PZ-17-00197, Staff Representative: Amy Allen, PE, Acting City Planner)**

#### **Staff Report**

Ms. Allen presented the Staff Report dated December 8, 2017, to the Commission. Ms. Allen added that the developer will repave the parking lot across from Broadway Burger on the City leased property from the Union Pacific Railroad and the City will then maintain it, as discussed and agreed to during Utility Review.

Vice-Chairman Shaw asked the applicant or a representative for the project to come forward.

Heather Anderson, the property owner and Dave Palmer, the contractor came forward to answer questions.

Commissioner Jackman asked based off the attached site plan how many parking spots were required. Ms. Allen said the B-3 wouldn't require onsite parking; however there will be 12 spaces in the lot they are repaving. The applicant stated Ms. Allen and the Mayor were both in agreement that the 12 spaces would be sufficient. Commissioner Jackman's concern was that the proposed high school couldn't get built do to the parking requirements.

Commissioner Erickson asked what sort of timeframe they were proposing; the applicant said it will be about 4 months, he has submitted the plans to Matt Bider in the building department and they are all set, he just needed to get the zoning approval.

The applicant stated the final paving will be pushed off until school is out and a sewer line project and curb and sidewalk replacement projects are completed by the City.

Vice-Chairman Shaw asked if the entrance was off 2<sup>nd</sup> Street; Ms. Allen explained where the entrance will be located referring to the site plan.

Commissioner Jackman asked how many clients they anticipated at a time; Cooper Palmer came forward and said approximately 16 to 25 for each class, with a couple of big gatherings a year.

The applicant added that there was additional parking in the City lot across Broadway.

Commissioner West said parking is tight as it is there, with Broadway Burger at lunch time as an example and there is no street parking in the vicinity, so that would be his concern.

#### **Public Hearing**

Vice-Chairman Shaw opened the Public Hearing and asked for any in favor of the proposal to come forward. There were none.

Vice-Chairman Shaw asked for any opposed to the proposal to come forward. There were none.

Vice-Chairman Shaw then closed the Public Hearing and asked for a staff recommendation.

Staff Recommendation

Ms. Allen recommended approval.

Commission Vote

Commissioner West: Motion to approve with staff recommendations.

Commissioner Sheehan: Second.

Vote: All in favor. Motion carried unanimously.

- 2. Petition for an Exemption for the Memorial Hospital of Sweetwater County Foundation, submitted by Tiffany Marshall, to operate in an R-2 Zoning District which is not an accepted use in an R-2. Project location at 305 College Lane. (Project #: PZ-17-00189, Staff Representative, Amy Allen, PE, Acting City Planner)**

Staff Report

Ms. Allen presented the Staff Report dated December 8, 2017, to the Commission.

Vice-Chairman Shaw asked the applicant or a representative for the project to come forward. Tiffany Marshall, Executive Director of the Foundation came forward.

Commissioner West asked why this was a request for an exemption instead of a conditional use permit. Ms. Allen stated that this use was not allowed in the R-2 and a conditional use permit would require it to be listed as an allowed use.

Commissioner Lozier asked if there was a house manager 24 hours a day; the applicant said the house manager is as needed, they check in on guests in the morning and in the evening and are available on call. If no one is occupying the home they check on it a couple times a week.

Commissioner Sheehan asked about the 27 visitors since it opened and what the parking has been like. The applicant stated that they do have a three car driveway and the most vehicles they have had at once has been three.

Commissioner Jackman asked what the maximum number of residents is; the applicant said they limit it to two families, one upstairs and one downstairs, if non-family situations they allow up to three patients as they have 5 bedrooms. In March they had 4 out of the 5 rooms occupied and that was the busiest they have ever been.

Public Hearing

Vice-Chairman Shaw opened the Public Hearing and asked for any in favor of the proposal to come forward. There were none.

Vice-Chairman Shaw asked for any opposed to the proposal to come forward. There were none.

Vice-Chairman Shaw then closed the Public Hearing and asked for a staff recommendation.

11/8/17

**ORDINANCE NO. 2018- 03**

**AN ORDINANCE AMENDING ARTICLE 7-1, ENTITLED "BUILDING CODE", OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING.**

WHEREAS, the Governing Body of the City of Rock Springs desires to modify Section 7-108.4 of the Ordinances of the City of Rock Springs.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Section 1. That Section 7-108.4 of the Ordinances of the City of Rock Springs, is hereby amended to read as follows:

**Article 7-1**

**BUILDING CODE**

**7-108.4 Adoption by Reference of the 2015 Edition of the National and International Codes.**

The following international codes and their appendices as listed, are adopted by reference, subject to the amendments in (a), (b) (c) and (d) below.

International Building Code, 2015 Edition, subject only to the amended portions in (a) below, including the following Appendices: Appendix E Appendix I and Appendix J; excluding Chapter 27. The International Mechanical Code 2015 Edition subject only to the amended portion in Section (c) below; International Plumbing Code, 2015 edition, subject only to the amended portion in (c) below, published by the International Code Council with the following appendix: Appendix D, Degree day and design temperatures for Cities in the United States, Appendix E, Sizing of Water Pipe Systems, Appendix F, Structural Safety, and the National Electric Code, 2014~~2015~~<sup>2017</sup> Edition, published by the National Fire Protection Association. International Fuel Gas Code, 2015 Edition, including the following Appendices: Appendix A, Appendix B and Appendix C. International Residential Code, 2015 Edition, subject only to the amended portion in (d) below, including the following appendices: Appendix A, Appendix B, Appendix C and Appendix H; excluding R-313, P2904.3.1.1, Section R-403.3, Section R-403.3.1, Section R-403.3.2, Section R-403.3.3, Section 403.3.4, Table R-403.3(1), Figure R-403.3(1), Figure R-403.1.4.1.2, Figure R-403.1.4.1.3, and Figure R-403.3(2). International existing building code 2015 Edition.

Amendment (a). The International Building Code 2015 Edition, is amended as follows:

105.2.14. Detached membrane structures with floor area not exceeding 250 square feet that meet the following conditions:

- a. The structure complies with all current zoning requirements and a Zoning Permit has been obtained.
- b. No more than one membrane structure per residential lot will be allowed.
- c. Membrane structures must be factory manufactured units.
- d. Membrane structures used for vehicle parking or storage shall be placed on and secured to a minimum 3-1/2" thick concrete slab, the method of attachment and thickness of concrete at attachment locations shall be as recommended by the manufacturer.
- e. Membrane structures not used for vehicle parking or storage shall be anchored as recommended by the manufacturer.

105.5. Expiration. Shall be amended to add the following exception:

Exception 1. Building Permits issued for the demolition of any structure shall expire 45 days after issuance. A demolition permit may be renewed or extended for an additional 45 days.

Ultimate Design wind speed is 115 mph with an exposure rating of (c) (Amended Ord. 2012-10, 12-18-12; Amended Ord. 2016-01, 4-19-16)

1507.2.8.2 Ice Barrier. In areas where there has been a history of ice forming along the eaves causing a backup of water, an ice barrier that consists of at least two layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet shall be used in lieu of normal underlayment and extend from the lowest edges of all roof surfaces to a point at least 24 inches (610mm) inside all exterior wall lines of the building. (Amended Ord. 2012-10, 12-18-12)

1803.7. All new residential construction and commercial construction that is not deemed as needing a full soils report by the Building Official, that does not exceed 5000 square feet shall be required to have an open hole soil inspection performed by a Wyoming Licensed Engineer for the purpose of soils classification and foundation recommendations." Commercial Construction over 5000 square feet requires a complete soils report.

R-403.1. General. Footings and foundations shall be constructed of masonry, concrete or treated wood in conformance with AFPA Technical Report #7 and shall extend below the frost line of 42 inches below finished grade. Footings of concrete and masonry shall be of solid material. Foundations supporting wood shall extend at least 6 inches above the adjacent finish grade. Footings shall have a minimum depth as indicated in Table No. R-403.1 unless another depth is recommended by a foundation investigation.

The provisions of this section do not apply to building and foundation systems in those areas subject to scour and water pressure by wind and wave action. Buildings and foundations subject to such loads shall be designed in accordance with approved national standards.

Properties identified as being located in subsidence-prone areas of the City shall have foundations constructed according to the University of Wyoming Specifications and Recommendations for Residential Construction Subject to Ground Movements Related to Mine Subsidence, 1988 printing."

Table R-403.1. Shall be amended to read as follows:

"FOUNDATIONS FOR STUD BEARING  
WALL - MINIMUM REQUIREMENTS<sup>1 2</sup>

Number of Floors Supported by the Foundation	Thickness of Foundation Wall (Inches)		Width of Footings (inches)	Thick-ness of Footing (inches)	Depth Below Un-disturb-ed Ground Surface (inches)
	Con-crete	Mason-ry			
1	8	8	15	8	12
2	8	8	15	8	18
3	10	10	18	8	24

<sup>1</sup>The ground under the floor may be excavated to the elevation of the top of the footing.

<sup>2</sup>Foundations may support a roof in addition to the stipulated number of floors. Foundations supporting roofs only shall be as required for supporting one floor.

R-403-1.3.1. For undesigned residential foundations, the minimum vertical and horizontal

reinforcement shall be the same as the slight subsidence requirements listed in the University of Wyoming Specifications and Recommendations for Residential Construction Subject to Ground Movements Related to Mine Subsidence, 1988 printing.

The minimum footing size and reinforcement for undesignated residential footings complying with R-403 shall be the same as the slight subsidence requirements as listed in the University of Wyoming Specifications and Recommendations for Residential Construction Subject to Ground Movements Related to Mine Subsidence, 1988 printing, and all interior basement footings must be poured isolated and at the same elevation as the top of the basement concrete slab. (Amended Ord. 2012-10, 12-18-12)

R-403.1.3.3 Shall be amended by adding the following exception:

1. One-story detached residential wood framed buildings not used for human occupancy between 400 and 1200 square feet in floor area may be constructed with a monolithic foundation slab as required by the Building Official. One story detached wood framed buildings not used for human occupancy under 400 square feet has no foundation requirements. (Amended Ord. 2012-10, 12-18-12)

P2904.3.1 Shall be amended to read as follows: Nonmetallic pipe and tubing. Nonmetallic pipe and tubing, such as CPVC, PEX, and PE-RT shall comply with Table P2906.5. (Amended Ord. 2016-01, 4-19-16)

R-905.1.2 Ice Barrier. In areas where there has been a history of ice forming along the eaves causing a backup of water as designated in Table R301.2(1), an ice barrier shall be installed for asphalt shingles, metal roof shingles, mineral-surfaced roll roofing, slate and slate-type shingles, wood shingles and wood shakes. The ice barrier shall consist of not fewer than two layers of underlayment cemented together, or a self-adhering polymer-modified bitumen sheet shall be used in place of normal underlayment and extend from the lowest edges of all roof surfaces to a point not less than 24 inches (610 mm) inside all exterior wall lines of the building. On roofs with slope equal to or greater than 8 units vertical in 12 units horizontal, the ice barrier shall also be applied not less than 36 inches (914 mm) measured along the roof slope from the eave edge of the building.

Exception: Detached accessory structures not containing conditioned floor area. (Amended Ord. 2012-10, 12-18-12; Amended Ord. 2016-01, 4-19-16)

Amendment (b). The 2015 International Plumbing Code is amended to read as follows:

Section 101.1. Insert (Name of Jurisdiction) City of Rock Springs.

Section 106.6.2 Insert (Appropriate Schedule).

Section 106.6.3 Insert (Percentages two locations) 80%.

Section 108.4. Insert (Offense, Dollar Amount, Number of Days) General Ordinance Violation.

Section 108.5. Insert (Dollar Amount in Two Locations) Per Section 7-105(c) City of Rock Springs Ordinance.

Section 308.5 HANGER SPACING. Amend table as follows:

Unless otherwise required by the manufacturer, PVC and ABS pipe shall be supported 6 foot on center horizontally and 8 foot on center vertically. Balance of Table 308.5 is unchanged.

Section 312.1. Test. Tests shall be conducted in the presence of the Administrative Authority or his duly appointed representative. Tests shall be required for moved buildings only, or where specifically required by construction plans.

Section 403. Minimum Plumbing Facilities. Delete.

Section 405.3.1. Add the following subsection:

Section 405.3.1.1. Water Closets. A water closet may be installed 12 inches from center line to a wall or vanity to avoid cutting a structural member.

Section 602.1 Separate Water Connection. Every building having plumbing fixtures installed and intended for human habitation, occupancy or use on premises abutting on a street, alley or easement in which there is a public water shall have a separate connection with the Public water. Where located on the same lot, multiple buildings shall not be prohibited from connecting to a common building water system that connects to the public water system and be buried at least 6' deep for frost protection. (Amended Ord. 2012-10, 12-18-12)

Section 606.1. Item 3. Amend as follows: The water supply shall enter the building at the location of the water meter. A full open valve shall be located on the supply side of the water meter and an approved check valve shall be located on the house side of the water meter. Unless approved by the authority having jurisdiction the water meter shall be installed horizontally and within 24 inches of the water supply entering the building.

Section 608.15.4.1. Deck-mounted and integral vacuum breakers. Delete.

Section 903.1. Insert (Number of Inches) 6".

Section 904.2. Frost Closure. Add the following subsection:

Section 918.3. Amend – Air admittance values may only be used for island fixtures and in remodels of existing structures and such installations must meet code requirements for the installation.

Section 1002.8. Recess for trap connection. Delete.

(Ord. No. 75-3, 2-18-75; Ord. No. 77-42, 11-1-77; Rev. Ord. 1979; Ord. No. 79-53, 1-2-80; Rev. Ord. 1982; Ord. No. 83-1, 1-18-83; Ord. No. 85-17, 9-17-85; Ord. No. 88-14, 11-1-88; Ord. No. 91-16, 10-1-91; Ord. No. 92-07, 4-21-92; Ord. No. 94-19, 6-21-94, Ord. No. 2006-13, 5-16-06; Amended Ord. 2012-10, 12-18-12; Amended Ord. 2016-01, 4-19-16).

Amendment (c) The International Mechanical Code 2015 Edition, is amended as follows:

Amendment (d). The International Residential Code 2015 Edition is amended as follows:

Section 309.1- Garage floor surfaces shall be concrete or asphalt. (Amended Ord. 2012-10, 12-18-12)

Section 311.7.5.1 – Exception to read: The maximum riser height shall be 8 inches Section 311.5.3.2 - the minimum tread depth shall be 9 inches.

Table R301.2(1) to be filled in the following manner:

## CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

TABLE R301.2(1)

GROUND SNOW LOAD	30 lb
WIND DESIGN Speed (d) (mph) Topographic effects (k) Special wind region (l) Wind-borne debris zone (m)	115 No No No
SEISMIC DESIGN CATEGORY (l)	B
SUBJECT TO DAMAGE FROM Weathering (a) Frost Line Depth (b) Termite (c)	Severe 42" Slight
WINTER DESIGN TEMP (e)	-5
ICE BARRIER UNDERLAYMENT REQUIRED (h)	Yes
FLOOD HAZARDS (g)	
AIR FREEZING INDEX (i)	No
MEAN ANNUAL TEMP (j)	44.1

For S1: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.

(a) Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The weathering column shall be filled in with the weathering index "negligible," "moderate" or "severe" for concrete as determined from the Weathering Probability Map [Figure R301.2(3)]. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.

(b) The frost line depth may require deeper footings than indicated in Figure R403.1(1). The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.

(c) The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.

(d) The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map (Figure R301.2(4)A).

(e) The outdoor design dry-bulb temperature shall be selected from the columns of 97 ½ percent values for winter from Appendix D of the International Plumbing Code. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official.

(f) The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.

(g) The jurisdiction shall fill in this part of the table with (a) the date of the jurisdiction's entry into the National Flood Insurance Program (date of adoption of the first code or ordinance for management of flood hazard areas), (b) the date(s) of the Flood Insurance Study and (c) the panel numbers and dates of the currently effective FIRMs and FBFMs or other flood hazard map adopted by the authority having jurisdiction, as amended.

(h) In accordance with Sections R905.1.2, R905.4.3.1, R905.4.3.1, R5.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with NO."

(i) The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3.(2) or from the 100-year (99 percent) value on the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."

(j) The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."

(k) In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

(l) In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in



this part of the table with "YES" and identify and specific requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.  
(m) In accordance with Section R301.2.1.2.1, the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

(Amended Ord. 2016-01, 4-19-16)

Amendment (e) The National Electric Code, 2014 Edition, is amended as follows:

334.15. Exposed Work.

(C) In Unfinished Basements and Crawl Spaces. Where cable is run at angles with joists in crawl spaces, it shall be permissible to secure cables not smaller than two 6 AWG or three 8 AWG conductors directly to the lower edges of the joists. In unfinished basements it shall be permissible to secure cables not smaller than #4 AWG directly to the lower edges of the joist. Smaller cables shall be run through bored holes, in joists. NM cable installed on the wall of an unfinished basement shall be permitted to be installed in a listed conduit or tubing or shall be protected in accordance with 300.4. Conduit or tubing shall be provided with a suitable insulating bushing or adapter at the point the cable enters the raceway. The NM cable sheath shall extend through the conduit or tubing and into the outlet or device box not less than 6mm (¼ in.). The cable shall be secured within 300 mm (12 in.) of the point where the cable enters the conduit or tubing. Metal conduit, tubing, and metal outlet boxes shall be connected to an equipment grounding conductor.

(Ord. No. 2003-06, 3-18-2003; Ord. No. 2006-13, 5-16-06, Ord. No 2010-06, 4-20-2010; Ord. 2015-01, 2-3-15; Ord. 2016-01, 4-19-16).

This ordinance shall take effect immediately after it has been posted or published as required by law.

1st Reading \_\_\_\_\_

2nd Reading \_\_\_\_\_

3rd Reading \_\_\_\_\_

PASSED AND APPROVED this \_\_\_\_\_ of \_\_\_\_\_, 2018.

\_\_\_\_\_  
President of the Council

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk