



*City Council Meeting
Agenda Packet*

March 6, 2018

7 p.m.

City Council Meeting Agenda

March 6, 2018 7 p.m.



- 1. Pledge of Allegiance
- 2. Roll Call
- p. 5 3. Approval of Minutes: City Council Meeting of February 20, 2018

PRESENTATIONS AND PROCLAMATIONS

- p. 14 1. Proclamation—2018 Girl Scout Week
- 2. Communities Protecting the Green Update—Don Hartley

PUBLIC HEARING

- p. 16 1. Public hearing on an application submitted by Daniel Pedri to consider amending Chapter 13 (Zoning) of the Ordinances of the City of Rock Springs in the R-E Zone District to reduce the minimum separation distance between a residence and animals from 100 ft to 50 ft (Ordinance 2018-04)

PETITIONS

COUNCIL COMMITTEE AND BOARD REPORTS

CORRESPONDENCE

- p. 20 1. Letter from John Partain reporting the progress of the Emporium in Slovenski Dom

BILLS AND CLAIMS

- p. 23 1. Bills and Claims for March 6, 2018
- p. 41 2. Salaries for February 22, 2018

NEW BUSINESS

- p. 43 1. Request from the Rock Springs Historical Museum for permission to apply for a grant through the Historic Architecture Assistance Fund Program
- p. 44 2. Request from the Police Department for permission to apply for the 2019 Highway Safety Grant
- p. 45 3. Request from the Police Department to fill a vacant Community Service Officer position

RESOLUTIONS

- p. 47 1. 2018-27 A Resolution accepting and approving a sales agreement with Amanda Clawson-Walker to purchase the police dog, Akina
- p. 50 2. 2018-28 A Resolution accepting and approving a contract amendment for Engineering Services with Nelson Engineering for the Rock Springs 20” Water Transmission Line Replacement Project Phase I

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|-------|----|---------|---|
| p. 52 | 3. | 2018-29 | A Resolution accepting and approving a change request from Point & Pay, LLC |
| p. 54 | 4. | 2018-30 | A Resolution accepting and approving a job description for the position of Laborer, for the City of Rock Springs |
| p. 58 | 5. | 2018-31 | A Resolution accepting and approving a job description for the position of Museum Administrative Assistant, for the City of Rock Springs |
| p. 62 | 6. | 2018-32 | A Resolution accepting and approving a job description for the position of Police Community Service Officer at pay grade 34, for the City of Rock Springs |
| p. 66 | 7. | 2018-33 | A Resolution accepting and approving a job description for the position of Crossing Guard, for the City of Rock Springs |
| p. 69 | 8. | 2018-34 | A Resolution accepting and approving a job description for the position of Police Evidence Technician at a pay grade 36, for the City of Rock Springs |
| p. 73 | 9. | 2018-35 | A Resolution accepting and approving a job description for the position of Police Evidence Coordinator at pay grade 38, for the City of Rock Springs |

ORDINANCES

| | | | |
|-------|----|---------|--|
| p. 78 | 1. | 2018-04 | <i>1st Reading:</i> An Ordinance amending Article 13-8 of the Ordinances of the City of Rock Springs, Wyoming, entitled “Zone District Regulations” |
|-------|----|---------|--|

EXECUTIVE SESSION - Personnel

ADJOURNMENT



City Council Agenda

Minutes

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

City Council met in regular session on February 20, 2018. Mayor Demshar called the meeting to order at 7 p.m. Members present included Councilors Rose Mosbey, Billy Shalata, David Tate, David Halter, Tim Savage, and Glennise Wendorf. Councilors Jason Armstrong 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 February 6, 2018. Motion carried unanimously.

APPOINTMENTS

Joint Powers Water Board

Moved by Councilor Mosbey, seconded by Councilor Halter to appoint John Eddins to a 2nd term on the Joint Powers Water Board. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf, and Halter. Motion carried unanimously.

Joint Travel and Tourism Board

Moved by Councilor Mosbey, seconded by Councilor Halter to appoint Greg Bailey to a 3rd term on the Joint Travel and Tourism Board. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf, and Halter. Motion carried unanimously.

Police Civil Service Commission

Moved by Councilor Mosbey, seconded by Councilor Halter to appoint Jack Adams to a 1st term on the Police Civil Service Commission. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf, and Halter. Motion carried unanimously.

Rock Springs Transportation Committee

Moved by Councilor Mosbey, seconded by Councilor Halter to appoint Joe Manatos to a 5th term on the Rock Springs Transportation Committee. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf, and Halter. Motion carried unanimously.

PRESENTATIONS AND PROCLAMATIONS

Sweetwater Economic Development Coalition

Kayla McDonald presented updates on leads and programs of the coalition. Mayor Demshar stated that great headway has been made through partnering with Sweetwater County and the City of Green River.

Joint Travel and Tourism Board

Jenissa Meredith presented the 2017 Annual Report for the Joint Travel and Tourism Board. She reviewed the usage of the lodging tax through advertising, grants, events, and beautification. She also stated that 2018 is an election year and the lodging tax will be up for renewal.

STAR Transit

July Owens requested additional funding for STAR in the amount of \$9,655.36. This would bring the city's allocation to the amount they received in FY 2016-2017. STAR is currently short \$51,356 in matching funds for their FTA funding.

Steve Shea emphasized the service that STAR brings to our community and thanked the city for its continued support.

PUBLIC HEARING

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

No comments were received.

PETITIONS - None

OFFICER AND STAFF REPORTS

Health Insurance Fund Recap—January 2018; Financial Report Summary—January 2018; 2017 Animal Control Report and January 2018 Monthly Report; Rock Springs Renewal Fund Financial Statements—December 2017

Moved by Councilor Tate, seconded by Councilor Halter to approve the Officer and Staff Reports and place them on file. Motion carried unanimously.

CORRESPONDENCE

Mayor Demshar acknowledged the receipt of a letter from STAR Transit requesting additional funding in the amount of \$9,655.36, which will be addressed under Resolution 2018-24.

Moved by Councilor Mosbey, seconded by Councilor Halter to approve the correspondence and place it on file. Motion carried unanimously.

BILLS AND CLAIMS

Bills and Claims for February 20, 2018

| | | |
|---------------------------------|-------------------------|------------|
| A-G Plumbing | Services | 222.50 |
| Ace Hardware | Supplies | 1,807.35 |
| Adamson Police Products | Handguns | 6,000.00 |
| Perez, Adriana | Utility refund | 14.79 |
| Advanced Tele Systems | Maintenance | 40.00 |
| AED Superstore | Supplies | 84.00 |
| Airgas Intermountain | Gases | 407.68 |
| All West Communications | Cable | 255.85 |
| Alpine Pure Bottled Water | Water/cooler | 38.00 |
| Amerigas | Propane | 506.92 |
| Auto Parts Unlimited | Parts | 972.38 |
| Autozone | Parts | 719.33 |
| Babcock Laboratories, Inc. | Testing | 805.00 |
| Battery Systems | Batteries | 162.98 |
| Bentley Systems, Inc. | License and maintenance | 9,899.00 |
| Best Practice Consulting, LLC | Services | 2,700.00 |
| Bottom Line Marketing | Beanies | 4,812.60 |
| Boulder Hockey Shield Co., LLC | Equipment | 396.00 |
| C.E.M. Aquatics | Parts | 1,472.19 |
| Calibre Press, Inc. | Registration | 417.00 |
| Castle Cleaning | Services | 445.00 |
| CDM Constructors, Inc. | Services | 539,749.98 |
| CDW Government | Computers | 554.13 |
| Center Street Service | Towing | 69.00 |
| Century Equipment Company, Inc. | Parts | 1,502.32 |
| Centurylink | Telephone | 4,946.28 |
| Chubb, Brandi | Performance | 200.00 |
| City Auto | Parts | 1,256.07 |
| COP Wyoming, LLC | Contract | 421,286.04 |
| Copier & Supply Co., Inc. | Maintenance | 1,080.44 |
| Cowboy Supply House | Vacuums | 1,829.45 |
| Dan Hart Patrol Service, LLC | Utility refund | 1,519.01 |

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|-------------------------------------|-------------------|------------|
| Dell | Computers | 6,830.49 |
| Desert Snow | Registration | 1,198.00 |
| DLT Solutions | Subscription | 2,045.18 |
| Dominion Energy | Utilities | 19,554.84 |
| DXP Enterprises, Inc. | Hard hats | 71.14 |
| E2 Electrical Contractor, Inc. | Repairs | 262.50 |
| Electrical Connections, Inc. | Services | 234.00 |
| Equifax Credit Information Services | Membership | 80.00 |
| Everett Baxter Jr. Forensics, LLC | Tuition | 1,090.00 |
| Fastenal Company | Parts | 275.63 |
| Fedex | Shipping | 29.88 |
| First Advantage LNS Screening Sol. | Fingerprints | 98.12 |
| First Choice Ford | Vehicles | 94,209.72 |
| Gard, Gary | Utility refund | 19.75 |
| Gopher Sports | Basketballs/hoops | 705.33 |
| Great Basin Industrial | Inspection | 190.50 |
| Green River Star | Advertising | 337.50 |
| Harris Enterprise Resource Planning | HR implementation | 375.00 |
| Ortega, Hector | Refund | 50.00 |
| High Security Lock & Alarm | Monitoring | 1,465.70 |
| Holiday Inn | Accommodations | 100.00 |
| Homax Oil Sales, Inc. | Fuel | 17,325.19 |
| Home Depot Credit Services | Supplies | 2,002.31 |
| Honnen Equipment co. | Filter | 28.69 |
| Howard Supply Co., LLC | Parts | 633.15 |
| IMLA | Membership | 625.00 |
| Infosend | Bulk mailing | 8,044.10 |
| Innolytics, LLC | Bait/feeder | 4,114.91 |
| International Code Council, Inc. | Code books | 612.30 |
| Iron Horse Creative, LLC | Designs | 530.00 |
| Gollaher, Jason | Utility refund | 73.35 |
| Lemon, Jeremiah | Utility refund | 73.77 |
| Reynolds, Jeremy | Utility refund | 90.73 |
| JM Electrical Services | Overloads | 1,062.96 |
| Joint Powers Telecom Board | Internet | 2,280.00 |
| Joint Powers Water Board | Water | 163,604.95 |
| Kaman Industrial Technologies | Parts | 261.91 |
| Jackman, Karl | Utility refund | 252.78 |
| Kellerstrass | Oil | 423.10 |
| Brown, Kevin | Utility refund | 11.43 |
| Malo, Kim | Utility refund | 68.34 |
| L & S Fencing | Fencing | 300.00 |
| Legacy Equipment Company | Parts | 234.61 |
| Macy's Truck Repair, Inc. | Parts | 818.72 |
| Martin, Michael | Utility refund | 143.28 |
| Model Signs | Stickers | 31.75 |
| Monsen Engineering, Inc. | Case | 99.69 |
| Morcon Specialty, Inc. | Parts | 496.24 |
| Morphotrust USA | Maintenance | 1,804.00 |
| Mountainland Supply Company | Parts | 219.24 |
| Mr. Shims | Shim kits | 427.32 |
| My Educational Resources, Inc. | Cards | 586.00 |
| NAFTO | Registration | 225.00 |
| Nordstrom, Nancy | Utility refund | 9.75 |
| NASRO | Registration | 500.00 |
| Neopost USA, Inc. | Rental | 55.00 |
| New Studio | Photos | 40.00 |
| Nu-Tech Specialties, Inc. | Supplies | 1,456.92 |
| O'Reilly Auto Parts | Parts | 1,238.25 |
| Office Products Dealer | Calendars | 32.58 |
| One Call of Wyoming | Tickets | 104.50 |

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|---------------------------------------|-----------------------|----------------|
| Orkin Exterminating | Services | 469.26 |
| Pacific Steel & Recycling | Metals | 325.02 |
| Patterson Veterinary Supply, Inc. | Supplies | 449.88 |
| Performance Overhead Door, Inc. | Motor | 1,960.00 |
| Platt Electric Supply | Lighting | 1,111.39 |
| PMS Custom Screen Printing | Awards | 684.00 |
| Power Engineering Co. | Glycol | 740.99 |
| Power Music, Inc. | Music | 192.30 |
| Power Systems, Inc. | Supplies | 605.23 |
| Quinto Costantino | Utility refund | 40.98 |
| Real Kleen, Inc. | Towels | 695.70 |
| Respond First Aid Systems | Supplies | 668.23 |
| Meyer, Rick | Utility refund | 36.49 |
| RMT Equipment | Parts | 2,018.41 |
| Spence, Robert | Fees | 700.00 |
| McPhie, Robyn | Utility refund | 129.82 |
| Rock Springs High School | Advertising | 180.00 |
| Rock Springs Newspapers | Advertising | 2,775.92 |
| Rock Springs Pet Hospital, LLC | Services | 546.00 |
| Rock Springs Renewal Fund | Reimbursements | 708.65 |
| Rock Springs Winnelson Co. | Parts | 10,702.68 |
| Rocky Mountain Power | Utilities | 91,345.45 |
| Rocky Mountain Survey, Inc. | Services | 4,887.50 |
| Semedo, Edna | Utility reimbursement | 31.00 |
| Sherwin Williams | Paint | 744.04 |
| Skaggs Companies, Inc. | Uniforms | 65.00 |
| Smyth Printing, Inc. | Envelopes | 444.20 |
| SST Testing +, Inc. | Testing | 420.00 |
| Stotz Equipment | Parts | 7,652.47 |
| Sweetwater County Clerk | Sky West agreement | 23,179.83 |
| Sweetwater County Sheriff's Office | Prisoner boarding | 5,270.00 |
| Sweetwater Plumbing & Heating, LLC | Supplies | 1,193.60 |
| Tharpe Consulting | Training | 585.00 |
| Thomson Reuters | Publications | 2,609.03 |
| Tire Den, Inc. | Tires | 3,479.20 |
| Topp Publishing | Advertising | 235.00 |
| U-Line | Pallet bags | 419.69 |
| United Site Services | Rental | 197.95 |
| UPS | Shipping | 205.96 |
| USA Blue Book | Supplies | 1,265.32 |
| Vaughn's Plumbing | Repairs | 3,528.44 |
| Wamco Lab, Inc. | Testing | 2,100.00 |
| Watchguard Video | Camera | 474.00 |
| Waxie | Supplies | 276.97 |
| Hatch, Wendy | Utility refund | 85.98 |
| Western Engineers & Geologists, Inc. | Services | 3,892.50 |
| Whisler Chevrolet Co. | Pipe | 479.98 |
| Whitaker Construction Co., Inc. | Retainage | 362,602.02 |
| William H. Smith and Associates, Inc. | Contracts | 9,412.50 |
| WY State Board of Pharmacy | Registration | 160.00 |
| Wyoming Fire Chief's Association | Membership | 190.00 |
| Wyoming State Fire Marshal's Office | Workbooks | 196.91 |
| Wyoming State Firemen's Association | Dues | 75.00 |
| Wyoming Waste Systems | Services | 4,903.28 |
| Wyoming Work Warehouse | Boots | 163.79 |
| Wyoradio Group | Advertising | 660.00 |
| | Total | \$1,905,508.95 |

Report Checks for 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. | 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 | Employee garnishments | 469.27 |
| RS City Treasurer | Employee BCBS reimburse | 58,755.46 |
| Flexshare-BCBS | Employee BCBS flexshare | 7,003.32 |
| 496 & 872 NCPERS Group Life | Group life employee deduct | 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 Compensation | Employee benefits | 52,719.14 |
| Wyoming Workers Compensation | 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 |
| Wyoming Unemployment | Unemployment quarterly | 13,092.75 |
| | Total | \$540,213.42 |

Moved by Councilor Wendorf, seconded by Councilor Halter to approve the bills and claims for February 20, 2018. Motion carried unanimously.

Salaries for February 7, 2018: \$710,262.99

Moved by Councilor Wendorf, seconded by Councilor Mosbey to approve the salaries for February 7, 2018. Motion carried unanimously.

NEW BUSINESS

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

Mayor Demshar stated that the City received notice from the Wyoming Liquor Division that Simba, Inc. dba Club 307 is on Sales Tax Hold for failing to pay taxes. Staff is recommending a motion be made to accept the liquor license renewals, with the exception of Simba, Inc., whose license should be conditionally approved pending written notification of payment of the delinquent taxes by March 30, 2018.

Moved by Councilor Halter, seconded by Councilor Shalata to approve the renewal applications for all liquor licenses, with the exception of Simba, Inc., whose license will be conditionally approved pending written notification of payment of the delinquent taxes by March 30, 2018. Motion carried unanimously.

Request from the Department of Engineering & Operations for permission to bid various maintenance projects

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

Request from the Finance & Administration Department for permission to fill a vacant Senior Accountant or Accountant position

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

Recommendation from the Health Insurance Committee for plan year 2018-2019 Premiums

Moved by Councilor Tate, seconded by Councilor Shalata to approve the recommendation. Motion carried unanimously.

Recommendation from the Parks and Recreation Advisory Board to expand upon the current fee schedule for park reservations

Moved by Councilor Savage, seconded by Councilor Mosbey to approve the recommendation. Motion carried unanimously.

Request from the Rock Springs Liquor Dealer's Association for 2018 "All Night" dates

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

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

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

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 on February 6, 2018)

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

RESOLUTIONS

Resolution 2018-18 A RESOLUTION APPROVING LOCAL FINANCIAL INSTITUTIONS TO BE DESIGNATED AS DEPOSITORIES FOR PUBLIC FUNDS, was read by title.

Moved by Councilor Savage, seconded by Councilor Mosbey to approve Resolution 2018-18. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, and Mayor Demshar. Motion carried with Councilor Tate abstaining.

Resolution 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, was read by title.

Moved by Councilor Mosbey, seconded by Councilor Shalata to approve Resolution 2018-19. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 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, was read by title.

Moved by Councilor Tate, seconded by Councilor Wendorf to approve Resolution 2018-20. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 2018-21 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, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Tate to approve Resolution 2018-21. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 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, was read by title.

Moved by Councilor Tate, seconded by Councilor Savage to approve Resolution 2018-22. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 2018-23 A RESOLUTION AMENDING THE SEWER POLICY OF THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Savage to approve Resolution 2018-23. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 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, was read by title.

Moved by Councilor Mosbey, seconded by Councilor Shalata to approve Resolution 2018-24. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 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, was read by title.

Moved by Councilor Halter, seconded by Councilor Mosbey to approve Resolution 2018-25, and declare the bid from Cintas as unqualified. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

Resolution 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, was read by title.

Moved by Councilor Tate, seconded by Councilor Wendorf to approve Resolution 2018-26. Upon roll call the following voted in favor: Councilors Mosbey, Shalata, Tate, Wendorf, Halter, Savage, and Mayor Demshar. Motion carried unanimously.

ORDINANCES

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 third reading.

Moved by Councilor Mosbey, seconded by Councilor Tate to approve Ordinance 2018-02. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf, Halter, and Mayor Demshar. Motion carried unanimously.

**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 third reading.

Moved by Councilor Halter, seconded by Councilor Wendorf to approve Ordinance 2018-03.
Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Tate, Wendorf,
Halter, and Mayor Demshar. Motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:57 p.m.

By: _____
Council President

ATTEST:

City Clerk

Mayor



City Council Agenda

Presentations and Proclamations



**Office of the Mayor
Rock Springs, Wyoming**

Proclamation

WHEREAS, March 12, 2018, marks the 106th anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and

WHEREAS, throughout its long and distinguished history, Girl Scouting has inspired millions of girls and women with the highest ideals of character, conduct, and patriotism; and

WHEREAS, through Girl Scouting, girls gain courage, confidence and character who make their local communities and the world a better place; and

WHEREAS, more than 2.6 million current Girl Scout members nationwide will be celebrating 106 years of this American tradition, with nearly 60 million women who are former Girl Scouts and living proof of the impact of this amazing Movement.

Now, Therefore, Be it Resolved, that I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, do hereby applaud the commitment Girl Scouting has made to America's girls and proudly proclaim the week of **March 11-17, 2018** as:

GIRL SCOUT WEEK

in Rock Springs, Wyoming, in celebration of the 106th anniversary of Girl Scouts of the USA.



**In witness whereof I have hereunto set my hand
and caused the seal of this city to be affixed.**

Mayor

Date

3.6.18



City Council Agenda

Public Hearings

PUBLIC HEARING NOTICE

TAKE NOTICE that the Rock Springs City Council will hold a public hearing in the Rock Springs City Hall Council Chambers at 7:00 p.m., March 6, 2018, where all interested parties will have the opportunity to appear and be heard regarding the following:

An application submitted by Daniel Pedri to consider amending Chapter 13 (ZONING) of the Ordinances of the City of Rock Springs in the R-E Zone District to reduce the minimum separation distance between a residence and animals from 100 ft to 50 ft

The following section is proposed for amendment:

Section 13-801 D.(1)(g) Residential Zoning Districts, Horses in an R-E District, Separation

You may view a copy of the proposed amendments at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net .

Dated this 27th day of January, 2018

Stephen Horton, Secretary
Planning and Zoning Commission

Publish: February 17, 2018
Bill To: City of Rock Springs



City Council Agenda

Petitions



City Council Agenda

Council Committee and Board Reports



City Council Agenda

Correspondence

The "Emporium" on Bridger

Unique to Antique

2/24/2018

Councilwoman Rose Mosbey

C/O City of Rock Springs

212 D Street

City 82910

Ma'am

I hope this note finds you well. As we are approaching our second anniversary I thought a progress report would be in order. Just two short years ago my wife and I purchased the Old "Slovenski Dom". Our intentions are to restore and repair the building recreating the activity it once had as a community center. With that said dozens of women visit our beauty salon every day. The salon employs 2-4 people on any given day. We have converted the upstairs dining hall into a class room for local artists, "Artist Attic". In 24 months we have held over 70 art classes with more on the calendar. Our class size average around 12 students per night with a high of 32 people picking up their paint brushes. We have also used this room for several baby showers, bridal showers, club meetings, a venue for fundraisers and a workshop for numerous crafters. The main floor showcases an average of 40 local artists and crafters each having a place to sell their talents. Our members are from Russia, Germany, Ukraine, 3 different states and over a dozen towns and cities around Wyoming. We celebrate every new member with a "Artist Reception" inviting in the friends and family of the crafters as well as the public. Since our "Grand Opening" we have had over 16 "Artist Receptions". In addition to our original ribbon cutting, 4 other members have joined the local Chamber of Commerce with the excitement of their new business. As we move forward we have been able to offer part time work for over a dozen citizens. Mostly day labor, but putting a few bucks in a pocket on the way to the church's soup kitchen is always appreciated. Our gifts are unique and most one of a kind. You will not find these treasures in a box store. Antiques, jewelry, pottery, wooden bowls, metal art, paintings in all mediums, vintage glass, ceramics, handmade baby clothes, restored furniture, bath salts, creams and lotions are just some of our inventory. With over 400 framed Wyoming photos on display it is the largest collection by one artist in the state.

Brenda and I along with our members make it a priority to continue supporting our local charities. We have held several fundraisers for cancer patients, local churches, and just about every club or organization that comes through our front door. Boy and Girl Scouts, Pee Wee Wrestles, Little League Baseball, Little League Football, Boys and Girls Club, the Child Development Center, the Women's Club, Cowboys Against Cancer and the local Youth Home are just a few that come to mind that have benefitted by this address.

Never asking for or receiving any donations, my wife and I have funded this project out of our own pocket. We do not apply for any grants or use any tax dollars from the city coffers. What few volunteers we have are our closest family and friends. No city employees or government agencies have realized any burden because of our passion.

Still being old school I have been dragged into a new medium. Having spent thousands of dollars on advertising it has been proven to me more than once that Facebook is the most effective, and by the way free. Hands down, Facebook has brought us more attention than 3 Chambers of Commerce's, 5 newspapers, and 2 radio stations. Nothing personal, just math.

In closing, preserving history, providing opportunities, and employment as of today has been a success.

I would ask that you tell your friends and family to shop with us as we are trying to build a business.

Sincerely—

A handwritten signature in black ink, appearing to read "JOHN", written over a horizontal line.

John W. Partain

Cell 1-307-349-0857

513 Bridger Avenue Rock Springs, Wyoming 82901
1-307-382-0990
(Between Center Street and Pilot Butte)



City Council Agenda

Bills and Claims

**City of Rock Springs
Open Item Listing**

Run Date: 03/02/2018 User: sandy_mcjunkin

Status: POSTED Due Date: 03/06/2018
Bank Account: RSNB Bank-Health Insurance Checking
Invoice Type: All Created By: All

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|-------------------------------------|----------------|------------|----------------|------------|---------|--|-----------------------|-----------|
| [VENDOR] 22557 : FLEXSHARE BENEFITS | February2018 | 118-003350 | 18-002425 | 03/06/2018 | 1 | Administration of Flexshare benefits for Feb 201 | 113-18-1801-403135 \$ | 391.50 |
| GRAND TOTAL : | | | | | | | | \$ 391.50 |

City of Rock Springs Open Item Listing

Run Date: 03/01/2018 User: sandy_mcjunkin

Status: POSTED Due Date: 03/01/2018
Bank Account: RSNB Bank-General Fund Checking
Invoice Type: All Created By: All

[illegible]

**City of Rock Springs
Open Item Listing**

Run Date: 02/26/2018 User: sandy_mcjunkin

Status: POSTED Due Date: 02/26/2018
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] 50 : WYO DEPT OF REVENUE & TAX | 2816377 | 118-003282 | 18-002210 | 02/26/2018 | 1 | Sales tax collections 1/1/2018 - 1/31/2018 | 110-00-0000-202050 \$ | 467.38 |
| GRAND TOTAL : | | | | | | | | \$ 467.38 |

City of Rock Springs Open Item Listing

Run Date: 03/02/2018 User: sandy_mcjunkin

Status: POSTED Due Date: 03/06/2018
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] 22010 : 5280 DIGITAL | 21081 | 118-003283 | 18-002339 | 03/06/2018 | 1 | Total Info Subscription 04/08/17 - 04/08/2018 | 110-11-1107-404301 | \$ 991.00 |
| [VENDOR] 19417 : A-G PLUMBING | 24190 | 118-003284 | 18-002326 | 03/06/2018 | 1 | Clean Drain | 110-12-1205-406130 | \$ 140.00 |
| 305.20 | 24204 | 118-003285 | 18-002353 | 03/06/2018 | 1 | Clean Kitchen Drain, HQ | 110-12-1205-406130 | \$ 165.20 |
| [VENDOR] 23808 : ABI WINTERHAWK RECOVERY LLC | HAP-March2018 | 118-003352 | 18-002409 | 03/06/2018 | 1 | ORTEGA MARCH HAP | 295-35-3508-404010 | \$ 361.00 |
| 998.00 | HAP-March2018 | 118-003352 | 18-002409 | 03/06/2018 | 2 | HAWORTH MARCH HAP | 295-35-3508-404010 | \$ 308.00 |
| | HAP-March2018 | 118-003352 | 18-002409 | 03/06/2018 | 3 | SHAW MARCH HAP | 295-35-3508-404010 | \$ 329.00 |
| [VENDOR] 24364 : AMBIENTE H2O INC. | V1800140 | 118-003351 | 18-002085 | 03/06/2018 | 1 | Pump Parts | 130-16-1601-406120 | \$ 4,056.29 |
| [VENDOR] 19524 : AMERICAN WATER WORKS ASSOC | 00091387-2018 | 118-003286 | 18-002357 | 03/06/2018 | 1 | Annual membership dues | 130-16-1601-403220 | \$ 79.00 |
| [VENDOR] 9000.2088 : ANNA MOODY | 6941971 | 118-003315 | | 03/06/2018 | 1 | UB CR REFUND-98513 | 170-00-0000-202000 | \$ 130.96 |
| [VENDOR] 21627 : APPLIED CONCEPTS, INC. | 322026 | 118-003353 | 18-002456 | 03/06/2018 | 1 | Repair Radar | 110-12-1201-406120 | \$ 173.00 |
| 193.00 | 322026 | 118-003353 | 18-002456 | 03/06/2018 | 2 | Shipping | 110-12-1201-406101 | \$ 20.00 |
| [VENDOR] 24493 : ASCENTIA REAL ESTATE HOLDING COMPANY, LLC | HAP-March2018 | 118-003354 | 18-002408 | 03/06/2018 | 1 | EVANS MARCH HAP | 295-35-3508-404009 | \$ 136.00 |
| [VENDOR] 24426 : BEST PRACTICE CONSULTING, LLC | RKS-105 | 118-003372 | 18-000909 | 03/06/2018 | 1 | Consulting Services | 110-11-1103-403310 | \$ 3,400.00 |
| [VENDOR] 24446 : BEST VALUE RENTALS, LLC | HAP-March2018 | 118-003355 | 18-002401 | 03/06/2018 | 1 | VELASQUEZ MARCH HAP | 295-35-3508-404010 | \$ 739.00 |
| [VENDOR] 18678 : CARRIER CORPORATION | B002613332 | 118-003287 | 18-002033 | 03/06/2018 | 1 | Blower assembly, Quote #00396514 | 110-14-1404-406120 | \$ 792.00 |
| [VENDOR] 22708 : CARRINGTON POINTE APARTMENTS | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 1 | TOLAR MARCH HAP | 295-35-3508-404010 | \$ 577.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 2 | MILLER MARCH HAP | 295-35-3508-404010 | \$ 464.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 3 | ROLLINS MARCH HAP | 295-35-3508-404010 | \$ 317.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 4 | MILLS MARCH HAP | 295-35-3508-404010 | \$ 469.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 5 | MAXFIELD MARCH HAP | 295-35-3508-404010 | \$ 513.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 6 | HERNANDEZ MARCH HAP | 295-35-3508-404010 | \$ 236.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 7 | HANSON MARCH HAP | 295-35-3508-404010 | \$ 495.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 8 | HYMAN MARCH HAP | 295-35-3508-404010 | \$ 276.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 9 | WILLITS MARCH HAP | 295-35-3508-404010 | \$ 628.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 10 | JACKSON MARCH HAP | 295-35-3508-404010 | \$ 741.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 11 | MARTIN MARCH HAP VASH | 295-35-3508-404009 | \$ 764.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 12 | POLITI MARCH HAP | 295-35-3508-404010 | \$ 421.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 13 | BATTY MARCH HAP | 295-35-3508-404010 | \$ 553.00 |

8784.00

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|----------------|------------|----------------|------------|---------|---|--------------------|--------------|
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 14 | QUESADA MARCH HAP | 295-35-3508-404010 | \$ 513.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 15 | PARKER MARCH HAP | 295-35-3508-404010 | \$ 780.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 16 | BENNETT MARCH HAP | 295-35-3508-404010 | \$ 459.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 17 | HUNT MARCH HAP | 295-35-3508-404010 | \$ 391.00 |
| | HAP-March2018 | 118-003356 | 18-002393 | 03/06/2018 | 18 | HERBIN MARCH HAP | 295-35-3508-404010 | \$ 187.00 |
| [VENDOR] 999.122 : CASPER POLICE DEPARTMENT | ET103 | 118-003281 | | 03/06/2018 | 1 | 2018 Registration - C. Watkins | 110-12-1201-403210 | \$ 295.00 |
| [VENDOR] 23651 : CASTLE CLEANING | 6638 | 118-003357 | 18-002195 | 03/06/2018 | 1 | Cleaning services | 110-11-1104-404310 | \$ 1,900.00 |
| [VENDOR] 23535 : CDM SMITH | 216943-02 | 118-003317 | 18-002385 | 03/06/2018 | 1 | Sewer line modifications on 4 inch line to wet well | 130-16-1601-407210 | \$ 12,606.53 |
| [VENDOR] 21101 : CDW GOVERNMENT | LRD8904 | 118-003358 | 18-002246 | 03/06/2018 | 1 | 16g usb drives | 110-12-1201-406001 | \$ 30.40 |
| | LRD8904 | 118-003358 | 18-002246 | 03/06/2018 | 2 | 32g usb drive | 110-12-1201-406001 | \$ 60.76 |
| | LRD8904 | 118-003358 | 18-002246 | 03/06/2018 | 3 | 4g usb drive | 110-12-1201-406001 | \$ 30.36 |
| | LRD8904 | 118-003358 | 18-002246 | 03/06/2018 | 4 | shipping | 110-12-1201-406101 | \$ 15.36 |
| [VENDOR] 22709 : CHAVEZ Maria | HAP-March2018 | 118-003359 | 18-002404 | 03/06/2018 | 1 | SOLARIS MARCH HAP VASH | 295-35-3508-404009 | \$ 408.00 |
| [VENDOR] 23182 : CHEMICAL TESTING PROGRAM | 02232018RSPD | 118-003360 | 18-002453 | 03/06/2018 | 1 | Urine Test Kits | 110-12-1201-406134 | \$ 180.00 |
| | 02232018RSPD | 118-003360 | 18-002453 | 03/06/2018 | 2 | Blood Test Kits | 110-12-1201-406134 | \$ 190.00 |
| | 02232018RSPD | 118-003360 | 18-002453 | 03/06/2018 | 3 | Shipping | 110-12-1201-406101 | \$ 9.00 |
| [VENDOR] 9000.2092 : CHRISTOPHER OR BARBARA RANTA | 6955177 | 118-003338 | | 03/06/2018 | 1 | UB CR REFUND-96723 | 170-00-0000-202000 | \$ 32.65 |
| [VENDOR] 3487 : CITY OF ROCK SPRINGS | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 1 | MAYOR/COUNCIL | 110-11-1101-402011 | \$ 4,502.44 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 2 | ATTORNEY | 110-11-1102-402011 | \$ 5,105.64 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 3 | FINANCE/ADMIN | 110-11-1103-402011 | \$ 7,195.29 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 4 | CITY BUILDINGS | 110-11-1104-402011 | \$ 2,154.28 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 5 | MUNICIPAL COURT | 110-11-1105-402011 | \$ 1,551.06 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 6 | URA | 110-11-1106-402011 | \$ 1,378.73 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 7 | IT | 110-11-1107-402011 | \$ 2,929.81 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 8 | SEWER ADMIN | 130-16-1108-402011 | \$ 775.53 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 9 | WATER ADMIN | 150-33-1108-402011 | \$ 775.53 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 10 | POLICE DEPT | 110-12-1201-402011 | \$ 81,065.40 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 11 | ANIMAL CONTROL | 110-12-1202-402011 | \$ 2,348.16 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 12 | FIRE DEPARTMENT | 110-12-1205-402011 | \$ 58,941.02 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 13 | ENGINEERING | 110-13-1301-402011 | \$ 6,462.84 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 14 | STREETS | 110-13-1303-402011 | \$ 16,458.68 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 15 | CEMETERY | 110-13-1304-402011 | \$ 2,154.28 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 16 | PARKS | 110-14-1401-402011 | \$ 7,453.82 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 17 | GOLF COURSE | 110-14-1402-402011 | \$ 13,119.56 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 18 | CIVIC CENTER | 110-14-1404-402011 | \$ 14,088.97 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 19 | FAMILY REC CNTR | 110-14-1405-402011 | \$ 20,745.65 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 20 | WRF | 130-16-1601-402011 | \$ 22,533.72 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 21 | PUBLIC SERVICES | 110-19-1901-402011 | \$ 3,533.01 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 22 | BUILDING INSP | 110-19-1902-402011 | \$ 6,462.84 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|----------------------|------------|----------------|------------|---------|---|--------------------|--------------|
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 23 | VEHICLE MAINTENANCE | 110-19-1903-402011 | \$ 9,995.85 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 24 | WATER OPS | 150-33-3302-402011 | \$ 14,325.92 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 25 | MUSEUM | 110-34-3401-402011 | \$ 2,154.28 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 26 | PUBLIC HOUSING | 250-35-3501-402011 | \$ 1,615.71 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 27 | PUBLIC HSG MNTC | 250-35-3502-402011 | \$ 3,726.89 |
| | March2018 | 118-003318 | 18-002382 | 03/06/2018 | 28 | NON-DEPT | 110-15-1501-402011 | \$ 17,225.64 |
| [VENDOR] 24184 : CLARK WIRELESS | 17800/17991/18356/18 | 118-003361 | 18-002454 | 03/06/2018 | 1 | Repairs on lightbar for vehicle #50 | 110-12-1201-406125 | \$ 210.00 |
| | 17800/17991/18356/18 | 118-003361 | 18-002454 | 03/06/2018 | 2 | Lightbar Repair Vehicle #61 | 110-12-1201-406125 | \$ 210.00 |
| | 17800/17991/18356/18 | 118-003361 | 18-002454 | 03/06/2018 | 3 | Antenna System repair unit 54 | 110-12-1201-404311 | \$ 146.23 |
| | 17800/17991/18356/18 | 118-003361 | 18-002454 | 03/06/2018 | 4 | Radio install in undercover car | 110-12-1201-404311 | \$ 478.73 |
| [VENDOR] 22710 : CML RENTALS | HAP-March2018 | 118-003362 | 18-002428 | 03/06/2018 | 1 | GARCIA MARCH HAP | 295-35-3508-404010 | \$ 383.00 |
| | HAP-March2018 | 118-003362 | 18-002428 | 03/06/2018 | 2 | GOLD MARCH HAP VASH | 295-35-3508-404009 | \$ 656.00 |
| [VENDOR] 22870 : COBRA PUMA GOLF, INC. | G1141289 | 118-003319 | 18-000615 | 03/06/2018 | 1 | Special ORder Malinda MOrtensen | 110-14-1402-406133 | \$ 107.64 |
| | G1141289 | 118-003319 | 18-000615 | 03/06/2018 | 2 | Freight | 110-14-1402-406133 | \$ 15.04 |
| | X287720 | 118-003320 | 18-000614 | 03/06/2018 | 1 | Special ORder Terry Meador | 110-14-1402-406133 | \$ 72.04 |
| | X275136 | 118-003321 | 17-003367 | 03/06/2018 | 1 | Special Order Frank Riskus already sold at Profit | 110-14-1402-406133 | \$ 262.10 |
| [VENDOR] 22467 : CODALE ELECTRIC SUPPLY INC | S6216029.003/S626038 | 118-003363 | 18-002164 | 03/06/2018 | 1 | parking lot lights | 110-14-1405-404310 | \$ 1,579.88 |
| | S6216029.003/S626038 | 118-003363 | 18-002164 | 03/06/2018 | 2 | shipping | 110-14-1405-404310 | \$ 54.88 |
| [VENDOR] 23939 : CREATIVE CULTURE INSIGNIA, LLC | 6906 | 118-003364 | 18-002455 | 03/06/2018 | 1 | Badge for Schoenfeld | 110-12-1201-402101 | \$ 85.00 |
| | 6906 | 118-003364 | 18-002455 | 03/06/2018 | 2 | Shipping | 110-12-1201-406101 | \$ 13.75 |
| [VENDOR] 19520 : CRUM ELECTRIC SUPPLY CO INC | 3096-Feb2018 | 118-003365 | 18-002483 | 03/06/2018 | 1 | Bulbs, Inv. #1952188-00 | 110-13-1303-406130 | \$ 300.36 |
| | 3096-Feb2018 | 118-003365 | 18-002483 | 03/06/2018 | 2 | Breakers, Inv. #1953263-00 | 150-33-3302-406120 | \$ 61.78 |
| | 3096-Feb2018 | 118-003365 | 18-002483 | 03/06/2018 | 3 | Bulbs, Inv. #1955697-00 | 110-13-1303-406130 | \$ 157.56 |
| | 3096-Feb2018 | 118-003365 | 18-002483 | 03/06/2018 | 4 | Bulbs/Ballasts, Inv. #1957592-00 | 110-13-1303-406130 | \$ 327.42 |
| [VENDOR] 24408 : CUELLAR | SecDepRef-Cuellar | 118-003366 | 18-002412 | 03/06/2018 | 1 | Security Deposit Refund | 250-00-0000-115000 | \$ 370.00 |
| [VENDOR] 3555 : DESERT VIEW ANIMAL HOSPITAL | 42278/48417/48605 | 118-003367 | 18-002449 | 03/06/2018 | 1 | Invoice 42278 First set of shots on 8 week old puppies | 110-12-1202-404704 | \$ 63.00 |
| | 42278/48417/48605 | 118-003367 | 18-002449 | 03/06/2018 | 2 | Invoice 48417 Equine exam on emaciated horses, Ivermectin Paste | 110-12-1202-404704 | \$ 58.28 |
| | 42278/48417/48605 | 118-003367 | 18-002449 | 03/06/2018 | 3 | 18-0115 Exam with xray on severely emaciated pregnant canine | 110-12-1202-404704 | \$ 93.45 |
| | 46363/47080 | 118-003368 | 18-002437 | 03/06/2018 | 1 | Food for Akina, Invoices 46363 & 47080 | 110-12-1201-403410 | \$ 265.80 |
| [VENDOR] 24402 : DOMINION ENERGY | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 1 | CITY BUILDINGS | 110-11-1104-406201 | \$ 2,113.15 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 2 | MUSEUM | 110-34-3401-406201 | \$ 1,248.91 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 3 | FIRE DEPARTMENT | 110-12-1205-406201 | \$ 260.96 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 4 | CEMETERY | 110-13-1304-406201 | \$ 316.60 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 5 | PARKS | 110-14-1401-406201 | \$ 44.95 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 6 | SENIOR CITIZENS | 110-15-1501-404801 | \$ 676.34 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 7 | FRC | 110-14-1405-406201 | \$ 13,447.73 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 8 | WATER DEPT | 150-33-3302-406201 | \$ 595.75 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|---------------------|------------|----------------|------------|---------|---|--------------------|-------------|
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 9 | HOUSING | 250-35-3501-406201 | \$ 1,362.75 |
| | Feb2018 | 118-003447 | 18-002488 | 03/06/2018 | 10 | URA | 110-11-1106-406201 | \$ 2,004.39 |
| [VENDOR] 9000.2089 : DS CONSTRUCTION REMODELING INC | 6955174 | 118-003335 | | 03/06/2018 | 1 | UB CR REFUND-141522 | 170-00-0000-202000 | \$ 18.49 |
| [VENDOR] 9000.2094 : ED DAVILA | 6955179 | 118-003340 | | 03/06/2018 | 1 | UB CR REFUND-95340 | 170-00-0000-202000 | \$ 38.79 |
| [VENDOR] 23866 : EIKANGER <i>Danni</i> | UtilReimb-March2018 | 118-003369 | 18-002477 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 29.00 |
| [VENDOR] 23459 : ERIC F PHILLIPS LAW OFFICE | 02162018 | 118-003288 | 18-002346 | 03/06/2018 | 1 | Court Appointed Legal Fees for Hayden Mitchell CR-2017-0295 | 110-11-1105-403302 | \$ 550.00 |
| [VENDOR] 24298 : FOSSEN <i>Michele</i> | HAP-March2018 | 118-003370 | 18-002403 | 03/06/2018 | 1 | CRUZ MARCH HAP | 295-35-3508-404010 | \$ 686.00 |
| [VENDOR] 24511 : GAMBLE <i>April</i> | UtilReimb-March2018 | 118-003371 | 18-002464 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 68.00 |
| [VENDOR] 24046 : GODFREY <i>Julie</i> | UtilReimb-Mar2018 | 118-003373 | 18-002465 | 03/06/2018 | 1 | March URP (\$52) and RA (\$6) | 250-00-0000-115000 | \$ 58.00 |
| [VENDOR] 24093 : GREAT BASIN INDUSTRIAL | 13509 | 118-003374 | 16-003939 | 03/06/2018 | 1 | blasting and coating of two pump housings | 150-33-3302-404310 | \$ 7,425.00 |
| [VENDOR] 21624 : GREENE'S ENERGY SERVICES, INC. | 102028 | 118-003375 | 18-002415 | 03/06/2018 | 1 | arm pin for the AR-5 mower | 110-14-1402-406120 | \$ 45.00 |
| [VENDOR] 24449 : GUILFORD <i>Mercedes</i> | UtilReimb-March2018 | 118-003376 | 18-002476 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 38.00 |
| [VENDOR] 24241 : HANSEN ALLEN & LUCE, INC. | 37818 | 118-003322 | 18-000929 | 03/06/2018 | 1 | Bitter Creek Sewer Crossing Reconstruction DEQ Grant | 130-16-1601-403310 | \$ 1,822.37 |
| [VENDOR] 21253 : HONNEN EQUIPMENT CO. | 929342 | 118-003323 | 18-002371 | 03/06/2018 | 1 | Coolant Tank | 110-14-1401-406120 | \$ 35.29 |
| | 929342 | 118-003323 | 18-002371 | 03/06/2018 | 2 | Fuel Filter | 110-14-1401-406120 | \$ 51.84 |
| | 929342 | 118-003323 | 18-002371 | 03/06/2018 | 3 | Freight | 110-14-1401-406120 | \$ 28.33 |
| [VENDOR] 24469 : HOXSEY <i>Mikay</i> | UtilReimb-March2018 | 118-003377 | 18-002475 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 31.00 |
| [VENDOR] 21209 : HWP INC | 1306144B1 | 118-003446 | 18-001106 | 03/06/2018 | 1 | O-Rings (backordered) | 110-14-1405-406120 | \$ 51.91 |
| [VENDOR] 9000.2093 : JEFF WANGSGARD | 6955178 | 118-003339 | | 03/06/2018 | 1 | UB CR REFUND-149382 | 170-00-0000-202000 | \$ 36.96 |
| [VENDOR] 18793 : JIM'S UPHOLSTERY | 10005 | 118-003289 | 18-002327 | 03/06/2018 | 1 | Re-cover Stool | 110-12-1205-406130 | \$ 55.00 |
| | 10016 | 118-003378 | 18-002337 | 03/06/2018 | 1 | Upholstery repair | 110-14-1404-406120 | \$ 90.00 |
| [VENDOR] 21578 : JM ELECTRICAL SERVICES | 13218 | 118-003324 | 18-002387 | 03/06/2018 | 1 | Troubleshoot and fix Jonah LS electrical problem | 130-16-1601-404310 | \$ 207.37 |
| | 13721 | 118-003379 | 18-002373 | 03/06/2018 | 1 | night light repair | 110-14-1405-404310 | \$ 256.77 |
| [VENDOR] 9000.2096 : KEITH KOLAR | 6955181 | 118-003342 | | 03/06/2018 | 1 | UB CR REFUND-97493 | 170-00-0000-202000 | \$ 64.76 |
| [VENDOR] 24351 : LINFORD <i>Stirling</i> | UtilReimb-March2018 | 118-003380 | 18-002474 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 52.00 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|---------------------|------------|----------------|------------|---------|--|--------------------|-------------|
| [VENDOR] 24098 : LOGIUDICE <i>Natalie</i> | UtilReimb-March2018 | I18-003381 | 18-002473 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 52.00 |
| [VENDOR] 24494 : LOREDO <i>Kathleen</i> | UtilReimb-March2018 | I18-003382 | 18-002472 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 52.00 |
| [VENDOR] 24409 : LUNA <i>Cristy</i> | UtilReimb-March2018 | I18-003383 | 18-002471 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 52.00 |
| [VENDOR] 24505 : LUND <i>Victoria</i> | 02202018 | I18-003384 | 18-002439 | 03/06/2018 | 1 | Live performance - Broadway Theater 3/20/18 | 110-11-1106-406141 | \$ 400.00 |
| [VENDOR] 24339 : M & H PROPERTIES, LLC | HAP-March2018 | I18-003385 | 18-002395 | 03/06/2018 | 1 | CHESNEY MARCH HAP VASH | 295-35-3508-404009 | \$ 161.00 |
| [VENDOR] 24249 : MARTINEZ <i>Crystal</i> | UtilReimb-March2018 | I18-003386 | 18-002470 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 31.00 |
| [VENDOR] 59 : MCFADDEN WHOLESALE CO INC <i>4268.79</i> | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 1 | Misc. Consumables - Ice Arena Concession | 110-14-1405-406135 | \$ 54.90 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 2 | Misc. Consumables - FRC, Janitorial, Inv. #347259 | 110-14-1405-406120 | \$ 291.13 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 3 | Misc. Consumables - Ice Arena Concession - Inv. #347203 | 110-14-1405-406135 | \$ 401.50 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 4 | Misc. Consumables - Ice Arena Concession - Inv. #346944 | 110-14-1405-406135 | \$ 405.41 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 5 | Misc. Consumables - FRC - Janitorial, Inv. #346897 | 110-14-1405-406120 | \$ 1,440.26 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 6 | Misc. Consumables - Civic, Janitorial, Inv. #346747 | 110-14-1404-406120 | \$ 149.14 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 7 | Misc. Consumables - Ice Arena Concession, Inv. #346707 | 110-14-1405-406135 | \$ 549.35 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 8 | Misc. Consumables - Water Ops - Janitorial, Inv. #346698 | 150-33-3302-406120 | \$ 75.30 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 9 | Misc. Consumables - Plastic Forks, Inv. #346601 | 110-14-1404-406130 | \$ 105.30 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 10 | Misc. Consumables - WRF, Janitorial, Inv. #346516 | 130-16-1601-406120 | \$ 297.10 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 11 | Misc. Consumables - Ice Arena Concession, Inv. #346379 | 110-14-1405-406135 | \$ 397.45 |
| | CIT RSG-Feb2018 | I18-003387 | 18-002482 | 03/06/2018 | 12 | Misc. Consumables - FRC - Janitorial, Inv. #346368 | 110-14-1405-406120 | \$ 101.95 |
| [VENDOR] 115 : MEMORIAL HOSP OF SW CTY <i>786.00</i> | 0805453743-Jan2018 | I18-003388 | 18-002452 | 03/06/2018 | 1 | Legal Draws | 110-12-1201-403401 | \$ 195.00 |
| | 0805453743-Jan2018 | I18-003388 | 18-002452 | 03/06/2018 | 2 | Evidence Collection | 110-12-1201-403401 | \$ 591.00 |
| [VENDOR] 9000.2091 : MICK OR LEONA DRUCE | 6955176 | I18-003337 | | 03/06/2018 | 1 | UB CR REFUND-123137 | 170-00-0000-202000 | \$ 31.03 |
| [VENDOR] 23161 : MY EDUCATIONAL RESOURCES INC. | 022018 | I18-003290 | 18-002336 | 03/06/2018 | 1 | First Aid CPR, BLS and ACLS Provider Cards | 110-12-1205-406130 | \$ 336.00 |
| [VENDOR] 21541 : NORTH AMERICAN DIRECTORY SRV LLP <i>540.00</i> | 01242018 | I18-003389 | 18-002209 | 03/06/2018 | 1 | 1/2 page ad in hotel directories for Comfort Suites, Hampton Inn, Holiday Inn and Holiday Inn Express. | 110-14-1402-405403 | \$ 131.67 |
| | 01242018 | I18-003389 | 18-002209 | 03/06/2018 | 1 | 1/2 page ad in hotel directories for Comfort Suites, Hampton Inn, Holiday Inn and Holiday Inn Express. | 110-14-1404-405403 | \$ 131.67 |
| | 01242018 | I18-003389 | 18-002209 | 03/06/2018 | 1 | 1/2 page ad in hotel directories for Comfort Suites, Hampton Inn, Holiday Inn and Holiday Inn Express. | 110-14-1405-405403 | \$ 131.66 |
| | 02012018 | I18-003390 | 18-002234 | 03/06/2018 | 1 | 1/4 page advertising in hotel guide for 4 Green River hotels. | 110-14-1402-405403 | \$ 195.00 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|--|---------------------|------------|----------------|------------|---------|--|--------------------|-------------|
| [VENDOR] 266 : NU-LIFE AUTO GLASS LLC 2057.72 | 47197 | 118-003291 | 18-002342 | 03/06/2018 | 1 | Window for digester building | 130-16-1601-404310 | \$ 59.22 |
| | 47182 | 118-003292 | 18-002344 | 03/06/2018 | 1 | Replace windshield in E-1 | 110-12-1205-406120 | \$ 999.00 |
| | 47181 | 118-003293 | 18-002343 | 03/06/2018 | 1 | Replace windshield in E-3 | 110-12-1205-406120 | \$ 999.00 |
| [VENDOR] 21356 : ORKIN EXTERMINATING | 164610532/166644959 | 118-003391 | 18-002338 | 03/06/2018 | 1 | Monthly pest control service | 110-14-1404-404301 | \$ 309.12 |
| [VENDOR] 24399 : OVERY Ray | HAP-March2018 | 118-003392 | 18-002399 | 03/06/2018 | 1 | CISNEROS MARCH HAP VASH | 295-35-3508-404009 | \$ 680.00 |
| [VENDOR] 3461 : PAETEC 134.15 | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 1 | Mayor/Council | 110-11-1101-405301 | \$ 2.14 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 2 | Human Resources | 110-11-1109-405301 | \$ 2.99 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 3 | Attorney | 110-11-1102-405301 | \$ 5.18 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 4 | Finance | 110-11-1103-405301 | \$ 35.09 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 5 | Municipal Court | 110-11-1105-405301 | \$ 4.55 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 6 | Police Department | 110-12-1201-405301 | \$ 33.57 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 7 | Animal Control | 110-12-1202-405301 | \$ 0.74 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 8 | Fire Department | 110-12-1205-405301 | \$ 6.36 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 9 | Engineering | 110-13-1301-405301 | \$ 8.13 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 10 | Public Services | 110-19-1901-405301 | \$ 4.32 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 11 | Building Department | 110-19-1902-405301 | \$ 2.17 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 12 | Streets | 110-13-1303-405301 | \$ 0.06 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 13 | Shop | 110-19-1903-405301 | \$ 1.97 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 14 | Cemetery | 110-13-1304-405301 | \$ 0.18 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 15 | Family Rec Center | 110-14-1405-405301 | \$ 8.79 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 16 | WWTP | 130-16-1601-405301 | \$ 1.04 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 17 | Water Operations | 150-33-3302-405301 | \$ 0.49 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 18 | Water Admin | 150-33-1108-405301 | \$ 4.05 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 19 | Sewer Admin | 130-16-1108-405301 | \$ 4.05 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 20 | Museum | 110-34-3401-405301 | \$ 1.18 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 21 | Housing | 250-35-3501-405301 | \$ 2.04 |
| | 69777727 | 118-003294 | 18-002372 | 03/06/2018 | 22 | Data Processing | 110-11-1107-405301 | \$ 5.06 |
| [VENDOR] 24354 : PANDA RENTALS | HAP-March2018 | 118-003393 | 18-002402 | 03/06/2018 | 1 | ELESPURU MARCH HAP | 295-35-3508-404010 | \$ 454.00 |
| [VENDOR] 24478 : PARKER Latisha | UtilReimb-March2018 | 118-003394 | 18-002405 | 03/06/2018 | 1 | MARCH URP | 295-35-3508-404011 | \$ 12.00 |
| [VENDOR] 23494 : PAULSON Scott | Paulson-Feb2018 | 118-003395 | 18-002447 | 03/06/2018 | 1 | Reimbursement for Travel - Scott Paulson, Managing Disciplinary Challenges, Park City, UT 2/19-21/18 | 110-12-1205-403210 | \$ 37.25 |
| [VENDOR] 24260 : PENOFF David | HAP-March2018 | 118-003396 | 18-002398 | 03/06/2018 | 1 | CORDOVA MARCH HAP | 295-35-3508-404010 | \$ 260.00 |
| [VENDOR] 24503 : PERFECTPETMATCH.COM LLC | 12382 | 118-003295 | 18-002340 | 03/06/2018 | 1 | Petestablished Software - Four month subscription | 110-11-1107-407415 | \$ 192.00 |
| [VENDOR] 23708 : PEX FITNESS, LLC 5495.00 | Feb2018 | 118-003397 | 18-002259 | 03/06/2018 | 1 | Cybex 625 T Treadmill | 110-14-1404-406120 | \$ 4,795.00 |
| | Feb2018 | 118-003397 | 18-002259 | 03/06/2018 | 2 | Freight/ Shipping/ Setup | 110-14-1404-406120 | \$ 700.00 |
| [VENDOR] 20648 : PHYSIO-CONTROL, INC. | 418026466 | 118-003398 | 18-002421 | 03/06/2018 | 1 | 99428-000305 Subscription Allowing | 110-12-1205-406120 | \$ 1,880.28 |

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|---|---------------------|------------|----------------|------------|---------|--|--------------------|-------------|
| | | | | | | Transmission From Multitech Gateway to US Lifenet System, Including 1 Yr. Verizon Data Plan, Contract Agreement: KA010065, From 2/24/18 to 2/23/21 | | |
| [VENDOR] 23024 : PINEDA, ATTY AT LAW | 02162018 | 118-003296 | 18-002345 | 03/06/2018 | 1 | Alternate Judge for February 16 2018 | 110-11-1105-403302 | \$ 75.00 |
| [VENDOR] 22102 : PIONEER GASKET OF WYOMING, INC | 2-39019 | 118-003297 | 18-002335 | 03/06/2018 | 1 | Quarter inch thick Buna rubber gasket for Orbal shaft | 130-16-1601-406120 | \$ 50.00 |
| [VENDOR] 23425 : PORTER <i>Doug</i> | ResMngr-Feb2018 | 118-003298 | 18-002379 | 03/06/2018 | 1 | Resident Manager | 250-35-3501-403308 | \$ 50.00 |
| [VENDOR] 23918 : POWER ENGINEERING CO. | 0206484-IN | 118-003399 | 18-000229 | 03/06/2018 | 1 | chiller service | 110-14-1405-406120 | \$ 291.67 |
| [VENDOR] 22298 : PRESERVATINATIONAL TRUST FOR HISTORIC PRESERVATION | 2933 | 118-003325 | 18-002419 | 03/06/2018 | 1 | Winter Magazine Edition to advertise 1st Security Bank for sale | 110-11-1106-405402 | \$ 395.00 |
| [VENDOR] 22433 : PRO FORCE LAW ENFORCEMENT <i>1145.00</i> | 337019 | 118-003400 | 18-002349 | 03/06/2018 | 1 | Taser | 110-12-1201-402101 | \$ 1,022.00 |
| | 337019 | 118-003400 | 18-002349 | 03/06/2018 | 2 | Holster | 110-12-1201-402101 | \$ 61.00 |
| | 337019 | 118-003400 | 18-002349 | 03/06/2018 | 3 | Power Mag | 110-12-1201-402101 | \$ 62.00 |
| [VENDOR] 22512 : RAMAKER & ASSOCIATES, INC. | 15132-2018 | 118-003299 | 18-002365 | 03/06/2018 | 1 | CIMS Annual Maintenance 5/25/18 - 5/24/19 | 110-11-1107-404301 | \$ 750.00 |
| [VENDOR] 20127 : RESPOND FIRST AID SYSTEMS | 146662 | 118-003401 | 18-002459 | 03/06/2018 | 1 | Pocket Masks, Inv. #146662 | 110-14-1405-406130 | \$ 200.00 |
| [VENDOR] 24492 : ROBERTSON <i>Samantha</i> | UtilReimb-March2018 | 118-003402 | 18-002469 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 38.00 |
| [VENDOR] 23637 : ROCK SPRINGS CREEKSIDE APTS. <i>3304.00</i> | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 1 | GARDNER MARCH HAP | 295-35-3508-404010 | \$ 704.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 2 | HORNER MARCH HAP | 295-35-3508-404010 | \$ 611.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 3 | CASPER MARCH HAP | 295-35-3508-404010 | \$ 120.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 4 | PRATER MARCH HAP | 295-35-3508-404010 | \$ 474.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 5 | CREA MARCH HAP | 295-35-3508-404010 | \$ 291.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 6 | BEEN MARCH HAP | 295-35-3508-404010 | \$ 672.00 |
| | HAP-March2018 | 118-003403 | 18-002411 | 03/06/2018 | 7 | BERTOT MARCH HAP | 295-35-3508-404010 | \$ 432.00 |
| [VENDOR] 338 : ROCK SPRINGS MUNICIPAL UTILITY <i>27,243.31</i> | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 1 | Streets | 110-13-1303-404111 | \$ 140.79 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 2 | Streets | 110-13-1303-404112 | \$ 57.12 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 3 | Parks | 110-14-1401-404111 | \$ 43.81 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 4 | Parks | 110-14-1401-404112 | \$ 52.34 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 5 | Golf Course | 110-14-1402-404111 | \$ 386.04 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 6 | Golf Course | 110-14-1402-404112 | \$ 292.80 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 7 | Civic Center | 110-14-1404-404111 | \$ 313.63 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 8 | Civic Center | 110-14-1404-404112 | \$ 414.42 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 9 | Cemetery | 110-13-1304-404111 | \$ 56.84 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 10 | Cemetery | 110-13-1304-404112 | \$ 14.76 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 11 | Animal Control | 110-12-1202-404111 | \$ 79.28 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 12 | Animal Control | 110-12-1202-404112 | \$ 72.20 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 13 | Fire Department | 110-12-1205-404111 | \$ 143.44 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 14 | Fire Department | 110-12-1205-404112 | \$ 106.27 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 15 | Wastewater | 130-16-1601-404111 | \$ 1,876.21 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|----------------------|------------|----------------|------------|---------|--|--------------------|--------------|
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 16 | Wastewater | 130-16-1601-404112 | \$ 8,209.29 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 17 | City Buildings | 110-11-1104-404111 | \$ 222.74 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 18 | City Buildings | 110-11-1104-404112 | \$ 675.56 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 19 | Museum | 110-34-3401-404111 | \$ 28.30 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 20 | Museum | 110-34-3401-404112 | \$ 12.21 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 21 | Senior Citizens Center | 110-15-1501-404801 | \$ 1,358.82 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 22 | Family Rec Center | 110-14-1405-404111 | \$ 1,274.38 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 23 | Family Rec Center | 110-14-1405-404112 | \$ 7,172.76 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 24 | Public Housing | 250-35-3501-404111 | \$ 2,046.54 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 25 | Public Housing | 250-35-3501-404112 | \$ 2,098.45 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 26 | URA | 110-11-1106-404111 | \$ 65.20 |
| | Feb2018 | 118-003404 | 18-002424 | 03/06/2018 | 27 | URA | 110-11-1106-404112 | \$ 29.11 |
| ✓ [VENDOR] 164 : ROCK SPRINGS NEWSPAPERS | 106319-2018 | 118-003300 | 18-002347 | 03/06/2018 | 1 | 1yr subscription 106319 | 110-11-1105-403220 | \$ 117.00 |
| 277.00 | 19080-Jan2018 | 118-003405 | 18-002478 | 03/06/2018 | 1 | newspaper ads for Kenny Ahern Broadway Theater | 110-11-1106-406140 | \$ 160.00 |
| ✓ [VENDOR] 24332 : ROCK SPRINGS PET HOSPITAL, LLC | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 1 | 18-00002 Anesthesia to check for spay scar and Rabies Vaccination | 110-12-1202-404704 | \$ 38.90 |
| 1053.30 | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 2 | 18-00134 House Call Canine Vaccinations | 110-12-1202-404704 | \$ 56.50 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 3 | 18-00066 Canine spay and vaccinations | 110-12-1202-404704 | \$ 130.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 4 | 18-00104 Canine neuter and vaccinations | 110-12-1202-404704 | \$ 115.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 5 | 18-00105 Canine Neuter and vaccinations | 110-12-1202-404704 | \$ 115.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 6 | 18-00119 Canine Neuter, vaccinations and medication for after-care | 110-12-1202-404704 | \$ 145.50 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 7 | 17-1388 Feline vaccinations and anesthesia to check for spay scar | 110-12-1202-404704 | \$ 38.90 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 8 | 18-00051 Feline Neuter and Vaccinations | 110-12-1202-404704 | \$ 50.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 9 | 18-00081 Feline Spay and vaccinations | 110-12-1202-404704 | \$ 85.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 10 | 18-00089 Feline neuter and vaccinations | 110-12-1202-404704 | \$ 50.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 11 | 18-00111 Feline neuter and vaccinations | 110-12-1202-404704 | \$ 50.00 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 12 | 18-00135 Feline Neuter and vaccinations | 110-12-1202-404704 | \$ 63.50 |
| | 3612/3592/3584/3615 | 118-003406 | 18-002462 | 03/06/2018 | 13 | 18-00144 Canine neuter and vaccinations | 110-12-1202-404704 | \$ 115.00 |
| ✓ [VENDOR] 22518 : ROCK SPRINGS RENEWAL FUND | Feb2018#2 | 118-003326 | 18-002418 | 03/06/2018 | 1 | movie rental from SWANK for Broadway Theater | 110-11-1106-406141 | \$ 150.00 |
| 250.00 | Feb2018#3 | 118-003407 | 18-002480 | 03/06/2018 | 1 | Foreign Film - facebook ads 2/1-2/16 | 110-11-1106-406141 | \$ 100.00 |
| ✓ [VENDOR] 305 : ROCK SPRINGS WINLECTRIC | 00378-000054/Feb2018 | 118-003408 | 18-002460 | 03/06/2018 | 1 | City Buildings parts | 110-11-1104-406120 | \$ 381.00 |
| 1183.52 | 00378-000054/Feb2018 | 118-003408 | 18-002460 | 03/06/2018 | 2 | URA parts | 110-11-1106-406140 | \$ 498.79 |
| | 00378-000054/Feb2018 | 118-003408 | 18-002460 | 03/06/2018 | 3 | RSFRC parts | 110-14-1405-406120 | \$ 193.00 |
| | 00378-000054/Feb2018 | 118-003408 | 18-002460 | 03/06/2018 | 4 | Street department parts | 110-13-1303-406130 | \$ 110.73 |
| ✓ [VENDOR] 24430 : ROCKY MOUNTAIN AIR SOLUTIONS | 6672488 | 118-003327 | 18-002369 | 03/06/2018 | 1 | Oxygen | 110-19-1903-406130 | \$ 32.75 |
| ✓ [VENDOR] 22654 : ROCKY MOUNTAIN POWER | 6470035 | 118-003328 | 18-002388 | 03/06/2018 | 1 | Street Lighting for Crossroads Commercial Park. Reimbursed by the developer. | 110-13-1303-406204 | \$ 13,327.00 |
| ✓ [VENDOR] 137 : ROCKY MOUNTAIN POWER | Feb2018 | 118-003448 | 18-002489 | 03/06/2018 | 1 | Electric Charges - Housing | 250-35-3501-406202 | \$ 1,293.62 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|----------------------|------------|----------------|------------|---------|---|--------------------|-------------|
| [VENDOR] 22724 : ROCKY MOUNTAIN SURVEY INC. | 1758 | 118-003409 | 17-002978 | 03/06/2018 | 1 | Plan Review & Professional Services | 110-19-1901-403310 | \$ 3,495.00 |
| [VENDOR] 21183 : ROCKY MTN CLIMATE CONTROL | 16821 | 118-003301 | 18-002360 | 03/06/2018 | 1 | Repair Heater at Sation 2 | 110-12-1205-404310 | \$ 132.96 |
| [VENDOR] 9000.2095 : RON OR LISA SERLES | 6955180 | 118-003341 | | 03/06/2018 | 1 | UB CR REFUND-96440 | 170-00-0000-202000 | \$ 39.76 |
| [VENDOR] 24510 : ROOSE <i>Cheryl</i> | UtilReimb-March2018 | 118-003410 | 18-002463 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 11.00 |
| [VENDOR] 23114 : ROSENBAUER MINNESOTA LLC | 000027978 | 118-003329 | 18-002362 | 03/06/2018 | 1 | 4" Gauge | 110-12-1205-406120 | \$ 270.31 |
| [VENDOR] 22714 : RS APARTMENTS LLC | HAP-March2018 | 118-003411 | 18-002410 | 03/06/2018 | 1 | LANDEROZ MARCH HAP | 295-35-3508-404010 | \$ 233.00 |
| [VENDOR] 22046 : RS REFRIGERATION | SR27038 | 118-003302 | 18-002375 | 03/06/2018 | 1 | Ignition Control Kit - Train Depot | 110-11-1104-406120 | \$ 289.55 |
| [VENDOR] 24115 : SANCHEZ <i>Jeremy</i> | ResMngr-Feb2018 | 118-003303 | 18-002380 | 03/06/2018 | 1 | Resident Manager | 250-35-3501-403308 | \$ 175.00 |
| [VENDOR] 23602 : SELF <i>Tim</i> | HAP-March2018 | 118-003412 | 18-002397 | 03/06/2018 | 1 | STROZZI MARCH HAP | 295-35-3508-404010 | \$ 476.00 |
| [VENDOR] 24268 : SEMEDO <i>Edna</i> | UtilReimb-Mar2018 | 118-003413 | 18-002468 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 31.00 |
| [VENDOR] 999.121 : SHEEPDOG SEMINARS | 2018Registration | 118-003280 | | 03/06/2018 | 1 | 2018 Registration - B. Erspamer, S. Welter, A. Loreda, K. Davis | 110-12-1201-403210 | \$ 138.00 |
| [VENDOR] 23938 : SHELL <i>Mike</i> | UtilReimb-Mar2018 | 118-003414 | 18-002467 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 38.00 |
| [VENDOR] 176 : SIRCHIE LABORATORIES <i>249.05</i> | 0336324-IN | 118-003304 | 18-002269 | 03/06/2018 | 1 | Scalpel | 110-12-1201-406134 | \$ 84.75 |
| | 0336324-IN | 118-003304 | 18-002269 | 03/06/2018 | 2 | Collection Tubes | 110-12-1201-406134 | \$ 147.50 |
| | 0336324-IN | 118-003304 | 18-002269 | 03/06/2018 | 3 | Shipping | 110-12-1201-406101 | \$ 16.80 |
| [VENDOR] 20540 : SKAGGS COMPANIES, INC. <i>1557.90</i> | 3031269/3030859/3019 | 118-003415 | 18-002351 | 03/06/2018 | 1 | I/s shirt | 110-12-1201-402101 | \$ 56.00 |
| | 3031269/3030859/3019 | 118-003415 | 18-002351 | 03/06/2018 | 2 | Jacket | 110-12-1201-402101 | \$ 215.00 |
| | 3031269/3030859/3019 | 118-003415 | 18-002351 | 03/06/2018 | 3 | Holster | 110-12-1201-402101 | \$ 102.00 |
| | 3031269/3030859/3019 | 118-003415 | 18-002351 | 03/06/2018 | 4 | Body Armor | 110-12-1201-402101 | \$ 986.95 |
| | 3031269/3030859/3019 | 118-003415 | 18-002351 | 03/06/2018 | 5 | L/S Shirts | 110-12-1201-402101 | \$ 112.00 |
| | 3024327 | 118-003416 | 18-002350 | 03/06/2018 | 1 | Shirts for Becca Stallman | 110-12-1202-402101 | \$ 76.00 |
| | 3024327 | 118-003416 | 18-002350 | 03/06/2018 | 2 | Shipping | 110-12-1201-406101 | \$ 9.95 |
| [VENDOR] 24185 : SOURCE ONE ENVIRONMENTAL | 13801 | 118-003305 | 18-002277 | 03/06/2018 | 1 | Sewer line and manhole repair supplies | 130-16-1601-407210 | \$ 4,475.59 |
| [VENDOR] 22717 : SOUTHWEST REAL ESTATE | HAP-March2018 | 118-003417 | 18-002400 | 03/06/2018 | 1 | REYNOLDS MARCH HAP VASH | 295-35-3508-404009 | \$ 671.00 |
| [VENDOR] 23298 : SPRINGVIEW MANOR APTS <i>3461.00</i> | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 1 | MARCINEK MARCH HAP VASH | 295-35-3508-404009 | \$ 284.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 2 | MACE MARCH HAP TPT | 295-35-3508-404008 | \$ 469.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 3 | PETERSON MARCH HAP VASH | 295-35-3508-404009 | \$ 540.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 4 | FLETCHER MARCH HAP | 295-35-3508-404010 | \$ 229.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 5 | MOREY MARCH HAP VASH | 295-35-3508-404009 | \$ 645.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 6 | GUNYAN MARCH HAP | 295-35-3508-404010 | \$ 645.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 7 | SUTPHIN MARCH HAP TPT | 295-35-3508-404008 | \$ 323.00 |
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 8 | CRANFORD MARCH HAP | 295-35-3508-404010 | \$ 216.00 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|--|-------------------|------------|----------------|------------|---------|---|--------------------|-----------|
| | HAP-March2018 | 118-003418 | 18-002427 | 03/06/2018 | 9 | HUANG MARCH HAP | 295-35-3508-404010 | \$ 310.00 |
| [VENDOR] 22089 : STAPLES | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 1 | Office Supplies - FRC | 110-14-1405-406001 | \$ 5.15 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 2 | Ink - FRC | 110-14-1405-406001 | \$ 123.98 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 3 | Wireless Mouse (2) - FRC | 110-14-1405-406001 | \$ 29.98 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 4 | Wireless Keyboard/Mouse - FRC | 110-14-1405-406001 | \$ 49.97 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 5 | Office Supplies - FRC | 110-14-1405-406001 | \$ 118.96 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 6 | Office Supplies - Water Ops | 150-33-3302-406001 | \$ 199.57 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 7 | Ink Cartridge - Fire | 110-12-1205-406130 | \$ 107.99 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 8 | Printer Tape - Shop | 110-19-1903-406001 | \$ 36.99 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 9 | Office Supplies - Municipal Court/Water Admin | 110-11-1105-406001 | \$ 52.97 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 9 | Office Supplies - Municipal Court/Water Admin | 130-16-1108-406001 | \$ 9.02 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 9 | Office Supplies - Municipal Court/Water Admin | 150-33-1108-406001 | \$ 9.03 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 10 | Office Supplies - Housing, Finance, Court | 110-11-1103-406001 | \$ 15.91 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 10 | Office Supplies - Housing, Finance, Court | 110-11-1105-406001 | \$ 179.57 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 10 | Office Supplies - Housing, Finance, Court | 250-35-3501-406001 | \$ 110.48 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 11 | Office Supplies - Golf | 110-14-1402-406001 | \$ 413.78 |
| | 331-Jan/Feb2018 | 118-003419 | 18-002484 | 03/06/2018 | 12 | Office Supplies - Golf | 110-14-1402-406001 | \$ 348.69 |
| [VENDOR] 22639 : STAPLES ADVANTAGE | LA@368565-Jan2018 | 118-003306 | 18-002370 | 03/06/2018 | 1 | Office Supplies - Police - Inv. #'s 3364794814, 3365360254, 3364794816 | 110-12-1201-406001 | \$ 280.91 |
| | LA@368565-Jan2018 | 118-003306 | 18-002370 | 03/06/2018 | 2 | Toner, Inv. #3365666793 | 110-12-1201-406001 | \$ 219.99 |
| | LA@368565-Jan2018 | 118-003306 | 18-002370 | 03/06/2018 | 3 | Office Supplies - Pub Svc/Eng - Inv. #'s 3367075590, 3367330478 | 110-19-1901-406001 | \$ 18.57 |
| | LA@368565-Jan2018 | 118-003306 | 18-002370 | 03/06/2018 | 4 | Office Supplies - Police - Inv. #'s 3366386449, 336485069 | 110-12-1201-406001 | \$ 221.53 |
| | LA@368565-Jan2018 | 118-003306 | 18-002370 | 03/06/2018 | 5 | Toner, Inv. #'s 3367758700, 3367758711 | 110-12-1201-406001 | \$ 334.76 |
| [VENDOR] 22929 : STATE FIRE DC SPECIALTIES | U6664A | 118-003420 | 18-002422 | 03/06/2018 | 1 | Annual fire alarm inspection | 110-14-1402-406120 | \$ 260.00 |
| | U6660A/U6662A | 118-003421 | 18-002368 | 03/06/2018 | 1 | Fire alarm inspection | 110-14-1405-406121 | \$ 382.00 |
| | U6660A/U6662A | 118-003421 | 18-002368 | 03/06/2018 | 2 | Fire alarm inspection FRC | 110-14-1405-404310 | \$ 942.00 |
| [VENDOR] 24335 : STEPHENSON | UtilRemb-Mar2018 | 118-003422 | 18-002466 | 03/06/2018 | 1 | MARCH URP | 250-00-0000-115000 | \$ 31.00 |
| [VENDOR] 3533 : SUN LIFE FINANCIAL | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 1 | MAYOR/COUNCIL | 110-11-1101-402010 | \$ 58.15 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 2 | ATTORNEY | 110-11-1102-402010 | \$ 19.53 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 3 | FINANCE/ADMIN | 110-11-1103-402010 | \$ 39.46 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 4 | CITY BUILDINGS | 110-11-1104-402010 | \$ 6.51 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 5 | MUNICIPAL COURT | 110-11-1105-402010 | \$ 11.79 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 6 | URA | 110-11-1106-402010 | \$ 6.51 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 7 | IT | 110-11-1107-402010 | \$ 11.79 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 8 | HUMAN RESOURCES | 110-11-1109-402010 | \$ 6.51 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 9 | POLICE | 110-12-1201-402010 | \$ 332.73 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 10 | ANIMAL CONTROL | 110-12-1202-402010 | \$ 11.79 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 11 | FIRE DEPARTMENT | 110-12-1205-402010 | \$ 220.47 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 12 | ENGINEERING | 110-13-1301-402010 | \$ 19.53 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 13 | STREETS | 110-13-1303-402010 | \$ 67.30 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|--|---------------------|------------|----------------|------------|---------|---------------------------------------|--------------------|-----------|
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 14 | CEMETERY | 110-13-1304-402010 | \$ 13.02 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 15 | PARKS | 110-14-1401-402010 | \$ 26.04 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 16 | GOLF COURSE | 110-14-1402-402010 | \$ 44.34 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 17 | CIVIC CENTER | 110-14-1404-402010 | \$ 53.05 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 18 | FAMILY REC CNTR | 110-14-1405-402010 | \$ 98.01 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 19 | WRF | 130-16-1601-402010 | \$ 87.45 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 20 | PUBLIC SERVICES | 110-19-1901-402010 | \$ 19.53 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 21 | BLDG INSP | 110-19-1902-402010 | \$ 19.53 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 22 | SHOP | 110-19-1903-402010 | \$ 32.55 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 23 | SEWER ADMIN | 130-16-1108-402010 | \$ 8.54 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 24 | WATER ADMIN | 150-33-1108-402010 | \$ 8.53 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 25 | WATER OPS | 150-33-3302-402010 | \$ 57.36 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 26 | MUSEUM | 110-34-3401-402010 | \$ 6.51 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 27 | PUBLIC HOUSING | 250-35-3501-402010 | \$ 13.86 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 28 | PUB HSG MNCT | 250-35-3502-402010 | \$ 18.30 |
| | March2018 | 118-003330 | 18-002383 | 03/06/2018 | 29 | SECTION 8 | 295-35-3508-402010 | \$ 2.81 |
| ✓ [VENDOR] 3434 : SWEETWATER HEIGHTS | HAP-March2018 | 118-003423 | 18-002429 | 03/06/2018 | 1 | REYNOLDS MARCH HAP VASH | 295-35-3508-404009 | \$ 609.00 |
| | HAP-March2018 | 118-003423 | 18-002429 | 03/06/2018 | 2 | LLOYD MARCH HAP VASH | 295-35-3508-404009 | \$ 609.00 |
| | HAP-March2018 | 118-003423 | 18-002429 | 03/06/2018 | 3 | BORCHERT MARCH HAP VASH | 295-35-3508-404009 | \$ 611.00 |
| | HAP-March2018 | 118-003423 | 18-002429 | 03/06/2018 | 4 | BOSCH MARCH HAP VASH | 295-35-3508-404009 | \$ 621.00 |
| ✓ [VENDOR] 19104 : SWEETWATER TROPHIES | 22353 | 118-003424 | 18-002435 | 03/06/2018 | 1 | Retirement Plaque for Larry Lux | 110-11-1101-406130 | \$ 37.50 |
| ✓ [VENDOR] 21608 : TAYLOR MADE GOLF CO., INC. | 33015795 | 118-003425 | 18-002308 | 03/06/2018 | 1 | Special order Dave Blazovich | 110-14-1402-406133 | \$ 714.34 |
| ✓ [VENDOR] 24509 : THE PARTRIDGE PSYCHOLOGICAL GROUP | 2190 | 118-003426 | 18-002451 | 03/06/2018 | 1 | Evaluation | 110-12-1201-406130 | \$ 850.00 |
| ✓ [VENDOR] 24431 : THE UPS STORE | 0028/002 | 118-003331 | 18-002416 | 03/06/2018 | 1 | books of stamps | 110-11-1106-406101 | \$ 49.00 |
| ✓ [VENDOR] 21609 : TITLEIST | 905382510/905390568 | 118-003427 | 18-002442 | 03/06/2018 | 1 | Spring 2018 pre book order | 110-14-1402-406133 | \$ 650.40 |
| [VENDOR] 9000.2090 : TOI BURTON | 6955175 | 118-003336 | | 03/06/2018 | 1 | UB CR REFUND-99459 | 170-00-0000-202000 | \$ 30.88 |
| [VENDOR] 9000.2097 : TOM BEST | 6974989 | 118-003343 | | 03/06/2018 | 1 | UB CR REFUND-101758 | 170-00-0000-202000 | \$ 129.85 |
| ✓ [VENDOR] 22746 : TURNKEY PROPERTIES INC. | HAP-March2018 | 118-003428 | 18-002396 | 03/06/2018 | 1 | SHERWOOD MARCH HAP | 295-35-3508-404010 | \$ 579.00 |
| ✓ [VENDOR] 22500 : UNITED SITE SERVICES | 114-6404022/6404011 | 118-003429 | 18-002389 | 03/06/2018 | 1 | Portable Restroom Service (Blairtown) | 110-14-1401-406130 | \$ 228.00 |
| | 114-6404022/6404011 | 118-003429 | 18-002389 | 03/06/2018 | 2 | Portable Restroom Service (Dog Park) | 110-14-1401-406130 | \$ 134.00 |
| ✓ [VENDOR] 20380 : UPS | 65XW67068/65XW67078 | 118-003430 | 18-002438 | 03/06/2018 | 1 | Shipping Fees | 110-12-1201-406101 | \$ 46.00 |
| | 65XW67068/65XW67078 | 118-003430 | 18-002438 | 03/06/2018 | 2 | shipping fees | 110-12-1201-406101 | \$ 62.67 |
| ✓ [VENDOR] 20027 : USA BLUE BOOK | 488435/487893 | 118-003307 | 18-002250 | 03/06/2018 | 1 | 37816 Chloride ISA | 130-16-1601-406130 | \$ 65.10 |
| | 488435/487893 | 118-003307 | 18-002250 | 03/06/2018 | 2 | 77208 ammonia std. | 130-16-1601-406130 | \$ 104.58 |
| | 488435/487893 | 118-003307 | 18-002250 | 03/06/2018 | 3 | 37350 liqui-nox | 130-16-1601-406130 | \$ 59.52 |
| | 488435/487893 | 118-003307 | 18-002250 | 03/06/2018 | 4 | freight | 130-16-1601-406130 | \$ 25.97 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|---|-----------------|------------|----------------|------------|---------|---------------------------------|--------------------|-------------|
| [VENDOR] 3549 : USPS-HASLER 2000.00 | 496305 | 118-003332 | 18-002250 | 03/06/2018 | 1 | 0200-8957 pump tube insert | 130-16-1601-406130 | \$ 144.36 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 1 | Attorney | 110-11-1102-406101 | \$ 113.35 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 2 | Finance | 110-11-1103-406101 | \$ 715.26 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 3 | Court | 110-11-1105-406101 | \$ 175.36 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 4 | URA | 110-11-1106-406101 | \$ 6.60 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 5 | Police | 110-12-1201-406101 | \$ 113.48 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 6 | Fire Dept | 110-12-1205-406101 | \$ 4.49 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 7 | Engineering | 110-13-1301-406101 | \$ 1.15 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 8 | Cemetery | 110-13-1304-406101 | \$ 2.76 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 9 | Civic | 110-14-1404-406101 | \$ 9.87 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 10 | Family Recreation | 110-14-1405-406101 | \$ 6.41 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 11 | Public Services | 110-19-1901-406101 | \$ 45.39 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 12 | Building Dept | 110-19-1902-406101 | \$ 43.00 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 13 | Sewer Admin | 130-16-1108-406101 | \$ 377.84 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 14 | Water Admin | 150-33-1108-406101 | \$ 377.84 |
| | Feb2018 | 118-003431 | 18-002448 | 03/06/2018 | 15 | Housing | 250-35-3501-406101 | \$ 7.20 |
| [VENDOR] 623 : VERIZON WIRELESS 4357.43 | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 1 | Animal Control | 110-12-1202-405302 | \$ 118.86 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 2 | Cemetery | 110-13-1304-405302 | \$ 63.56 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 3 | City Buildings | 110-11-1104-405302 | \$ 36.33 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 4 | Civic Center | 110-14-1404-405302 | \$ 222.46 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 5 | Engineering | 110-13-1301-405302 | \$ 108.99 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 6 | Emergency Mngmt | 110-12-1204-405302 | \$ 36.33 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 7 | Fire Department | 110-12-1205-405302 | \$ 138.99 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 8 | FRC | 110-14-1405-405302 | \$ 295.33 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 9 | Golf | 110-14-1402-405302 | \$ 95.34 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 10 | Housing | 250-35-3502-405302 | \$ 95.34 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 11 | Parks | 110-14-1401-405302 | \$ 131.67 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 12 | Police | 110-12-1201-405302 | \$ 2,455.97 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 13 | Public Services | 110-19-1901-405302 | \$ 36.33 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 14 | Shop | 110-19-1903-405302 | \$ 31.78 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 15 | Streets | 110-13-1303-405302 | \$ 68.11 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 16 | Water Ops | 150-33-3302-405302 | \$ 290.57 |
| | 9801725370 | 118-003308 | 18-002376 | 03/06/2018 | 17 | WRF | 130-16-1601-405302 | \$ 131.67 |
| [VENDOR] 24226 : VESCO <i>Benlah</i> | HAP-March2018 | 118-003432 | 18-002394 | 03/06/2018 | 1 | MCDONALD MARCH HAP | 295-35-3508-404010 | \$ 425.00 |
| [VENDOR] 24101 : VONAGE BUSINESS 404.40 | 1602681/1603423 | 118-003433 | 18-002430 | 03/06/2018 | 1 | Telephone - Golf | 110-14-1402-405301 | \$ 68.76 |
| | 1602681/1603423 | 118-003433 | 18-002430 | 03/06/2018 | 2 | Telephone - Civic Center | 110-14-1404-405301 | \$ 263.68 |
| | 1603424 | 118-003434 | 18-002430 | 03/06/2018 | 1 | Telephone - URA | 110-11-1106-405301 | \$ 72.16 |
| [VENDOR] 553 : WALMART COMMUNITY BRC 2365.42 | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 1 | Misc. Supplies - Animal Control | 110-12-1202-406130 | \$ 226.73 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 2 | Misc. Supplies - City Bldgs | 110-11-1104-406130 | \$ 141.21 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 3 | Misc. Supplies - Civic Center | 110-14-1404-404310 | \$ 7.44 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 3 | Misc. Supplies - Civic Center | 110-14-1404-406120 | \$ 43.91 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 3 | Misc. Supplies - Civic Center | 110-14-1404-406130 | \$ 22.72 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 4 | Misc. Supplies - Engineering | 110-13-1301-406130 | \$ 27.76 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|--|----------------------|------------|----------------|------------|---------|--|--------------------|-------------|
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 4 | Misc. Supplies - Engineering | 110-13-1303-406001 | \$ 16.48 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 5 | Misc. Supplies - FRC | 110-14-1405-406120 | \$ 21.92 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 5 | Misc. Supplies - FRC | 110-14-1405-406130 | \$ 1,044.74 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 6 | Misc. Supplies - Fire | 110-12-1205-406130 | \$ 162.67 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 7 | Misc. Supplies - Police | 110-12-1201-406130 | \$ 140.10 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 8 | Misc. Supplies - Streets | 110-13-1303-406130 | \$ 191.84 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 9 | Misc. Supplies - URA | 110-11-1106-406130 | \$ 25.25 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 9 | Misc. Supplies - URA | 110-11-1106-406140 | \$ 33.64 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 10 | Misc. Supplies - WRF | 130-16-1601-406120 | \$ 194.96 |
| | 2258-Jan2018 | 118-003333 | 18-002390 | 03/06/2018 | 11 | Misc. Supplies - Water Ops | 150-33-3302-406120 | \$ 64.05 |
| [VENDOR] 22797 : WARE <i>Ted</i> | HAP-March2018 | 118-003435 | 18-002426 | 03/06/2018 | 1 | WELCH MARCH HAP | 295-35-3508-404010 | \$ 595.00 |
| <i>13006.00</i> | HAP-March2018 | 118-003435 | 18-002426 | 03/06/2018 | 2 | DURAN MARCH HAP | 295-35-3508-404010 | \$ 711.00 |
| [VENDOR] 19289 : WATER ENVIRONMENT FEDERATION | 1476020-2018 | 118-003309 | 18-002358 | 03/06/2018 | 1 | Annual membership dues | 130-16-1601-403220 | \$ 110.00 |
| [VENDOR] 21221 : WEBB <i>Begina</i> | ResMgr-Feb2018 | 118-003310 | 18-002378 | 03/06/2018 | 1 | Resident Manager | 250-35-3501-403308 | \$ 175.00 |
| [VENDOR] 18757 : WESTERN WYOMING BEVERAGE | 1088774 | 118-003436 | 18-002313 | 03/06/2018 | 1 | pepsi | 110-14-1405-406135 | \$ 88.40 |
| [VENDOR] 24411 : WILLDAN LIGHTING & ELECTRIC, INC. | 0021-01081/0021-0108 | 118-003437 | 18-000468 | 03/06/2018 | 1 | Lighting Upgrade to Fire Station 3 | 110-12-1205-406120 | \$ 821.28 |
| | 0021-01081/0021-0108 | 118-003437 | 18-000468 | 03/06/2018 | 2 | Lighting upgrades to Headquarters Fire Station | 110-12-1205-406120 | \$ 1,326.20 |
| <i>10076.11</i> | 0021-01749/021-01750 | 118-003438 | 18-002434 | 03/06/2018 | 1 | Centennial Park Lighting Upgrade | 110-14-1401-404310 | \$ 96.68 |
| | 0021-01749/021-01750 | 118-003438 | 18-002434 | 03/06/2018 | 2 | Wetland Park Lighting Upgrade | 110-14-1401-404310 | \$ 185.02 |
| | 0021-01022 | 118-003439 | 18-002458 | 03/06/2018 | 1 | Lighting Upgrades at the Community Center | 110-11-1104-404310 | \$ 1,310.63 |
| | 021-01019/01018/0102 | 118-003440 | 18-002457 | 03/06/2018 | 1 | Lighting Upgrades at Streets Facility | 110-13-1303-404310 | \$ 3,990.15 |
| | 01016/01013/01011/01 | 118-003441 | 18-002450 | 03/06/2018 | 1 | Lighting Upgrades for Various Water Facilities | 150-33-3302-404310 | \$ 4,693.63 |
| [VENDOR] 21220 : WILLIAMS <i>Penny</i> | ResMgr-Feb2018 | 118-003311 | 18-002377 | 03/06/2018 | 1 | Resident Manager | 250-35-3501-403308 | \$ 175.00 |
| [VENDOR] 24245 : WILLOW STREET RENTALS | HAP-March2018 | 118-003442 | 18-002407 | 03/06/2018 | 1 | WALES-ALLEN MARCH HAP | 295-35-3508-404010 | \$ 444.00 |
| [VENDOR] 24368 : WOODARD <i>Steven</i> | HAP-March2018 | 118-003443 | 18-002392 | 03/06/2018 | 1 | YOUNGBLOOD MARCH HAP VASH | 295-35-3508-404009 | \$ 102.00 |
| [VENDOR] 24227 : WOSTREL <i>Aaron</i> | HAP-March2018 | 118-003444 | 18-002391 | 03/06/2018 | 1 | SHINE MARCH HAP | 295-35-3508-404010 | \$ 935.00 |
| [VENDOR] 22944 : WYO-NAHRO | 18-18 | 118-003312 | 18-002354 | 03/06/2018 | 1 | Annual Membership | 250-35-3501-406501 | \$ 75.00 |
| [VENDOR] 23241 : WYOMING LIFESTYLE MAGAZINE | 2018-37 | 118-003445 | 18-002479 | 03/06/2018 | 1 | WY Lifestyle Magazine Fall Holiday 2017 - 1/3 pg | 110-11-1106-405402 | \$ 400.00 |
| [VENDOR] 235 : WYOMING MACHINERY | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 1 | Edge | 110-13-1303-406120 | \$ 197.56 |
| <i>1427.95</i> | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 2 | 8w-1749 Plate | 110-13-1303-406120 | \$ 142.86 |
| | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 3 | Bolt | 110-13-1303-406120 | \$ 46.80 |
| | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 4 | Nut | 110-13-1303-406120 | \$ 22.80 |
| | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 5 | Strip-Wear | 110-13-1303-406120 | \$ 73.32 |
| | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 6 | Strip-Wear | 110-13-1303-406120 | \$ 193.48 |
| | PO5221891/5221890/52 | 118-003334 | 18-002366 | 03/06/2018 | 7 | Plate | 110-13-1303-406120 | \$ 47.62 |

| Vendors | Vendor Invoice | Invoice | Purchase Order | Due Date | Line No | Line Item Description | Account Number | Amount |
|--|----------------------|------------|----------------|------------|---------|--|--------------------|------------|
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 8 | Strip | 110-13-1303-406120 | \$ 324.81 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 9 | Strip-Wear | 110-13-1303-406120 | \$ 336.44 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 10 | shim | 110-13-1303-406120 | \$ 2.28 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 11 | Shim | 110-13-1303-406120 | \$ 3.86 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 12 | Shim | 110-13-1303-406120 | \$ 7.12 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 13 | Shim | 110-13-1303-406120 | \$ 9.04 |
| | PO5221891/5221890/52 | I18-003334 | 18-002366 | 03/06/2018 | 14 | Shim | 110-13-1303-406120 | \$ 19.96 |
| [VENDOR] 22661 : WYOMING STATE FIRE MARSHAL'S OFFICE | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 1 | Fire & Emergency Services Company Officer, 5th Ed. | 110-12-1205-403220 | \$ 50.40 |
| | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 2 | Essentials of Firefighting, 6th Ed. | 110-12-1205-403220 | \$ 53.28 |
| | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 3 | Hazardous Materials for First Responders, 5th Ed. | 110-12-1205-403220 | \$ 185.76 |
| | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 4 | Command and Control: Book 1, 2nd Ed. | 110-12-1205-403220 | \$ 189.00 |
| | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 5 | Building Construction Related to the Fire Service, 4th Ed. | 110-12-1205-403220 | \$ 151.20 |
| | 97465 | I18-003313 | 18-002289 | 03/06/2018 | 6 | Estimated Shipping | 110-12-1205-403220 | \$ 23.04 |
| [VENDOR] 19990 : WYOMING.COM | 1793046 | I18-003314 | 18-002290 | 03/06/2018 | 1 | DSL Service - 2/10/2018 thru 3/10/2018 | 110-11-1107-405303 | \$ 75.95 |
| GRAND TOTAL : | | | | | | | \$ | 532,229.23 |

452.48

CITY OF ROCK SPRINGS
February 22, 2018

| | | | |
|---------------------------------|--------------------------|----|------------|
| EMPLOYEE GARNISHMENTS | Employee deductions | \$ | 391.65 |
| INTERNAL REVENUE SERVICE | Electronic fund transfer | \$ | 131,768.68 |
| AXA - EQUITABLE | Employee deferred | \$ | 137.50 |
| ICMA | Electronic fund transfer | \$ | 3,123.65 |
| MISC REIMBURSEMENT | Employee Reimbursement | \$ | 105.00 |
| 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 CHECKS | | \$ | 158,822.30 |

City of Rock Springs

Payroll Authorization
for February 22, 2018

Gross Payroll - \$620,451.80



City Council Agenda

New Business



Rock Springs Historical Museum

201 B STREET • ROCK SPRINGS WY • 82901 • (307) 362-3138

23 February 2018

Mayor and Council:

On behalf of the Rock Springs Historical Museum, I would like to ask for permission to apply for a Grant from the Historic Architecture Assistance Fund program to fund an expert to come in a evaluate issues with erosion to the stonework on the exterior of our building

There are points on the whole of the exterior of the building were water has and is damaging the stone and mortar, without improvements to the building the damage will only continue, potential to the point on causing interior and structural damage. We're hoping the grant monies will help us fund expert evaluation allowing us to develop a plan to address the issue.

The deadline for these grants is rapidly approaching and we need to get our application submitted if we are going to be considered.

Thank you for your consideration.

Respectfully,

Jennifer Messer

Rock Springs Historical Museum Coordinator

*OK WITH ME
C. [Signature]
2-27-18*



City of Rock Springs

Police Department
221 C Street
Rock Springs, WY 82901
www.rswy.net
rspd@rswy.net

Phone 307-352-1581
Fax 307-352-1580

February 28, 2018

To: Honorable Mayor Carl Demshar & Members of the Council
From: Chief Dwane J. Pacheco
Re: 2019 Highway Safety Grant

This memo serves as a request to apply for the 2019 Highway Safety Grant. The main focus of this grant is to provide funding for overtime enforcement of occupant protection and for overtime DUI enforcement.

Thank you for your time and consideration in this matter.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dwane J. Pacheco", written over a horizontal line.

Dwane J. Pacheco
Chief of Police

DJP/hmm

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: Chief Dwane Pacheco

Date: 2/23/2018

Department Director Approval: *Dwane Pacheco*

Date: 2/23/2018

Department: Rock Springs Police Department

Position Requested: Community Service Officer

☒ Replace ☐ Add

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

Randy Hanson, 3/9/2018

Position Status:

☒ Full-time ☐ Part-time ☐ Temporary ☐ Seasonal _____ months # hours/week _____

☒ Days ☐ Evenings ☐ Nights ☐ Weekends ☐ Various

Specific time of shift: (i.e. 7:00am – 3:30pm) 08:00 - 17:00

Position Qualifications

☒ High School Grad/GED ☐ Associates Degree
☐ Driver's License ☐ Bachelor's Degree
☐ Commercial Driver's License ☐ Master's Degree
☐ Certifications _____

Brief Description of Duties: per job description

Position Begin Date: 3/16/2018

Budget Approval: *Michael J. Murray*

Director of Administrative Services

Non-Budget Approval: _____

Director of Administrative Services

Approved: *Carl Hansen*

Mayor

Not Approved: _____

Mayor

Advertising Request

☐ Post In-House Only

☐ Rocket Miner

☐ Green River Star

☐ Regional/National Paper _____

☐ State Association _____

☐ National Association _____



City Council Agenda

Resolutions

AWB
2/6/18

RESOLUTION NO. 2018-27

A RESOLUTION ACCEPTING AND APPROVING A SALES AGREEMENT WITH AMANDA CLAWSON-WALKER, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY.

WHEREAS, the City of Rock Springs desires to sell the police dog, known as "Akina," to Amanda Clawson-Walker; and,

WHEREAS, a Sales Agreement has been created to follow through with said sale; and,

WHEREAS, the Governing Body of the City of Rock Springs has said Sales 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 Sales Agreement with Amanda Clawson-Walker for the sale of the police dog known as "Akina," attached hereto and by this reference 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 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

SALES AGREEMENT

The City of Rock Springs (Seller), through the Rock Springs Police Department, agrees to sell the police dog, known as "Akina," to Amanda Clawson-Walker (Buyer). Buyer agrees to pay \$1.00 for Akina.

Buyer further agrees to properly take good and proper care of Akina at her own cost and expense, including providing the services of a licensed veterinarian when necessary.

Buyer agrees that Akina will not be used in any manner for buyer's profit or gain. This prohibition specifically includes using Akina for detection of controlled substances.

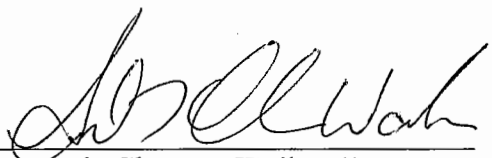
SELLERS REMEDIES

Should Buyer violate any term of this agreement, Buyer agrees to promptly return Akina to Seller upon substantiated proof of a violation of this sales agreement.

DATED this _____ day of _____, 2018.

CITY OF ROCK SPRINGS, SELLER

Carl R. Demshar, Jr., Mayor



Amanda Clawson-Walker, Buyer



City of Rock Springs
Police Department
221 C Street
Rock Springs, WY 82901

Chief Dwane Pacheco
Phone 307-352-1588
Fax 307-352-1580

1/23/2018

To: Chief Pacheco via Chain of Command

From: Sergeant Mathew Register (K9 Sergeant)

Subject: K9 Akina Retirement

Chief Pacheco,

This letter is to inform you about the future of K9 Akina. I have several concerns with Akina's health and continued career. In a recent visit (January '18) to Dr. Stephanie Wallendorff, she addressed that Akina had arthritis in her back and recommended limiting her activity as Akina is in pain. As of July 2017 we had already cut Akina's patrol duties and made her a single purpose K9.

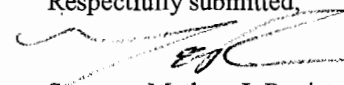
Akina continues to deal with pain and limited mobility. We have reduced her activity level and diet to maintain a healthy weight and wellbeing. Akina no longer strides when she walks/jogs she more so gallops due to the arthritis. Akina also has highly sensitive skin and requires a special blend of dog food which is twice as expensive as what our other dogs eat.

Corporal Clawson and Akina attempted to certify with WHP and the California Canine Narcotics Association in October of 2017 and failed to perform to standard. We continued to work with Akina who at times would show proficiency however the consistency was lacking. Akina doesn't seem motivated to work and has diminished her skill set. On January 19th 2018 we again attempted to certify with WHP and again Clawson and Akina failed to perform to standard by not locating the source and false indicating. This was the second consecutive certification Clawson and Akina failed to complete.

The health and wellbeing of the dog needs to be considered. Akina in my opinion is used up and is no longer an effective tool to this agency. I propose we retire K9 Akina effective immediately. We can work towards a formal acknowledgment on February 6th 2018 which is the first council meeting in February

Akina has had a very productive career here at the Rock Springs PD and she surely will be missed. Akina deserves the highest quality of life for the remainder of her time. Corporal Clawson and her family respectfully request that Akina live out the rest of her life in the loving home of their family.

Respectfully submitted,


Sergeant Mathew L Register



OK
DUPW
1/29/18

2/22/18
RESOLUTION NO. 2018-28

A RESOLUTION ACCEPTING AND APPROVING A CONTRACT AMENDMENT FOR ENGINEERING SERVICES WITH NELSON ENGINEERING, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AMENDMENT ON BEHALF OF SAID CITY.

WHEREAS, a Contract Amendment for Engineering Services with Nelson Engineering for the Rock Springs 20" Water Transmission Line Replacement Project-Phase I in the amount of \$887,184.74, was accepted and approved by Resolution 2016-104, on August 2, 2016; and,

WHEREAS, Nelson Engineering has submitted a Contract Amendment for additional duration of RPR services and project-specific engineering services to the Rock Springs 20" Water Transmission Line Replacement Project-Phase I, which would increase the contract amount by \$156,000.00, bringing the current contract price to \$1,043,184.70; and,

WHEREAS, the Governing Body of the City of Rock Springs has said Contract Amendment 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 Contract Amendment with Nelson Engineering for the Rock Springs 20" Water Transmission Line Replacement Project-Phase I, attached hereto and by this reference made a part hereof, is hereby accepted and approved by the Governing Body of said City.

Section 2. That the Mayor of the City of Rock Springs, be and he is hereby authorized, empowered and directed to execute said Contract Amendment, 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 contract amendment a certified copy of this resolution.

PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

Attest:

Mayor

City Clerk

NELSON ENGINEERING since 1964

Professional Engineers & Land Surveyors

JACKSON, WY • BUFFALO, WY •

WWW.NELSONENGINEERING.NET

February 8, 2018

EDW/13-156-06

City of Rock Springs
212 D Street
Rock Springs, WY 82901

Attn: Paul Kauchich, PE

**Re: Contract Amendment for Engineering Services
Rock Springs 20-inch Water Transmission Line Replacement Project, Phase 1**

Dear Paul,

This letter serves as a request for amendment of the existing contract between Nelson Engineering and the City of Rock Springs for the above-named project.

Engineering Contract Increase

This requested amendment covers the additional construction contract inspection, engineering, and administration that exceeds our original scope of work resulting from the contractor's delays on the project. The most recent estimate of a completion date provided by COP is to have the pipeline in operation in mid-June. Included in this amendment is:

- Additional duration of RPR services, full time from March 20, 2018, through June 15, 2018; and
- Additional duration of project-specific engineering services, through presumed Final Completion of about July 3, 2018.

We propose to provide Mr. Ansel Lee, PE, as RPR, at a billing rate of \$88 per hour. The total requested increase in our contract is \$156,000.00, for a total amount of up to \$703,151.81.

Summary of Services Provided to Date

NE has provided construction contract administration, inspection, and engineering services from bidding (June 2016) through the present, over the course of about 20 months. A full-time RPR was provided from March 20, 2017, through November 30, 2017. Of that time, a second inspector was provided from about May 24, 2017, through about September 6, 2017. Total RPR services provided have totaled about 12 man-months. This is greater than the 9-months of RPR services provided for in our original contract with the City.

If you have any questions, please do not hesitate to call.

Sincerely,



Erik Wachob, PE

Project Manager

ewachob@nelsonengineering.net



Bob Norton, PE&LS

Vice President

RESOLUTION NO. 2018-29

A RESOLUTION ACCEPTING AND APPROVING A CHANGE REQUEST FROM POINT & PAY, LLC, AND AUTHORIZING 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, TO EXECUTE SAID CHANGE REQUEST ON BEHALF OF THE CITY.

WHEREAS, pursuant to the authority granted by the Governing Body in Resolution 2016-06, which was accepted and approved on January 5, 2016, the City of Rock Springs previously entered into an agreement for the provision of E-Payment Services by Point & Pay, LLC, for the purpose of processing credit card payments received by the Rock Springs Municipal Utilities; and,

WHEREAS, pursuant to the authority granted by the Governing Body in Resolution 2016-93, which was accepted and approved on July 19, 2016, the City of Rock Springs previously approved an application for additional E-Payment Services by Point & Pay, LLC; and,

WHEREAS, the Governing Body of the City of Rock Springs has determined that it is in the best interest of the City that it enter into a Change Request with said Point & Pay, LLC, for the purpose of changing the fee structure from the convenience fee rates to the new absorbed rates; and,

WHEREAS, the Governing Body has said Change Request 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 Change Request with Point & Pay, LLC, attached hereto and by this reference 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 Change Request 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 Change Request a certified copy of this resolution.

PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

Mayor

Attest:

City Clerk

CHANGE REQUEST

Requestor Name:

Matt Mc Burnett

Request Date:

2/26/2018

Current Partner Name:

City of Rock Springs, WY

Current Partner ID:

7863, 7596

Enter below the name of the product(s) to which this change request applies

| Product Name | Product Code | Rate |
|--------------|--------------|------|
| | | |
| | | |
| | | |
| | | |
| ALL PRODUCTS | | |

Select the Change Type

| | | |
|-------------------------------------|----|--|
| Change Partner Name | | |
| Deactivate Partner | | |
| Add New Office | | |
| Modify Existing Office | | |
| Add New Product | | Complete New Product Sheet |
| Deactivate Product | | |
| Change Product Name | | New ABOSRBED RATES. Interchange Cost + 50 basis points + \$0.15 / transaction. |
| Change Product Classification (MCC) | | |
| Add/Remove Payment Types | | |
| Add/Remove Channels | | |
| Add/Remove Modules | | |
| Change Custom Data Element | | |
| Change/Add Software Vendor | | |
| Change Credit Card Fees | XX | |
| Change E-Check Fees | | Complete PNP Banking Info Doc |
| Other Fee Changes | | |
| Change Banking Info | | |

Describe Changes Requested

Register City for UTILITY absorbed interchange program

CLIENT NAME:

TITLE:

SIGNATURE: _____

2/28/18

RESOLUTION NO. 2018-30

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF LABORER, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create a job description for the position of Laborer; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the position of Laborer, attached hereto and by this reference made a part hereof, is 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

City of Rock Springs Job Description

POSITION TITLE: Laborer
DEPARTMENTS: Various
SUPERVISORS: Various

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change; accept and provide constructive feedback; and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and The City of Rock Springs.

JOB SUMMARY:

Under the immediate supervision to perform a wide variety of maintenance work on City property, parks, golf course, cemetery, streets, operating recreational programs, or public housing units.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Performs a wide variety of maintenance and repair work with the use of picks, shovels, rakes and various hand tools.
2. Performs general maintenance and clean-up duties on recreation equipment and facilities.
3. Mow, trim, edge, fertilize, aerate, and irrigate lawns, medians, parks; weed, prune, mulch, fertilize and spray trees, shrubs and turf.
4. Prepare soil for planting, seed and re-sod turf areas, plant trees and shrubs, prune, remove stumps, clear limbs and brush.
5. Clean and maintain grounds, athletic fields, playground areas, path, walkways, stairways, parking lots, maintain restrooms and other park buildings, pick up trash and litter.
6. Loads trucks with equipment being hauled to and from work sites.
7. Operate a variety of hand and power landscape tools and equipment, including push and riding mowers, tractors, spreaders, roto-tillers, tamper, sprayers, edger's, blowers, powered hedge trimmers, weed eaters, chainsaws, rakes, shovels, chippers, pruners, ladders and other tools.
8. Carry out assignments in a non-disruptive manner in areas receiving heavy public use.
9. Assist other divisions in maintenance activities as assigned.
10. Performs snow and ice removal functions using snowplow, frontend loaders, snow blowers

and shovels.

11. Operate a motor vehicle to transport materials and perform job duties.
12. Perform other duties and responsibilities and assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Use safe working practices, techniques, tools and equipment required in repair and maintenance work.
2. Learn occupational hazards and standard safety precautions necessary in maintenance and repair work.
3. Understand and follow oral and written instructions and be able to prioritize tasks to meet deadlines.
4. Perform manual labor for extended periods of time in all types of weather.
5. Operate a motor vehicle on public roadways and ensure safe driving principles and practices.
6. Ability to work collaboratively and communicate clearly and effectively, both orally and in writing, with staff, City Officials, outside agencies and the general public.
7. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work including, but not limited to employees, vendors and the general public.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities may be:

Experience:

Not required, but experience in construction, landscape, or park maintenance preferred.

Education:

Must be over the age of 18 and have the equivalent to a high school diploma.

License or Certificate:

Possession of a Wyoming Driver's License.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

The employee frequently is required to stand, walk and sit. Employee is regularly required to grasp, handle and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch, and crawl. Specific vision abilities required by this

position include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The employee must be able to perform heavy physical labor, including having sufficient strength to lift and carry tools and materials weighing up to 50 pounds. While performing the duties of this job the employee is occasionally exposed to outside weather conditions hot, wet or cold, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals and vibration. The noise level in the work environment may be moderate to loud depending upon working conditions. The employee may need to be available and perform shift work, on-call, stand-by and emergency call.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

Approved: March 18, 2014 (Resolution 2014-43)

2/28/18

RESOLUTION NO. 2018- 3/

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF MUSEUM ADMINISTRATIVE ASSISTANT, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create a job description for the Museum Administrative Assistant position; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the Museum Administrative Assistant position, attached hereto and by this reference made a part hereof, is 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

City of Rock Springs Job Description

POSITION TITLE: Museum Administrative Assistant

DEPARTMENT: Rock Springs Historical Museum

SUPERVISOR: Museum Coordinator

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change, accept and provide constructive feedback and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and the City of Rock Springs.

JOB SUMMARY:

Under direction, will perform technical and administrative work in support of the Rock Springs Historical Museum's mission to ensure the public is provided with the best historical information and exhibits possible in a professional and friendly atmosphere. May also assist in the design, interpretation, fabrication, installation and upkeep of exhibits.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Exercises general supervision of temporary employees and/or volunteer as assigned and performs all job tasks both independently and in conjunction with other staff as directed.
2. Serve as a resource and information source regarding the museum and history of Rock Springs; answer questions and provide information where judgment, knowledge and interpretations are utilized; refer patrons and callers to appropriate resources as necessary.
3. Assists with tours and programs and exhibits of the museum both on and off site.
4. Perform historical research to guarantee accuracy and authenticity of inquiries, verbal and written, and in displays ensuring correct spelling, vocabulary, grammar and punctuation.
5. Assist in the maintenance and account for storage and location of artifacts; assists in the preparation of artifacts for exhibits in conjunction with other staff.
6. Receive telephone calls and work collaboratively and communicate clearly and effectively with patrons, staff, other City departments and officials and outside agencies.
7. Perform responsible secretarial and administrative work to include receipt, compilation, organization and maintenance of information and records for the preparation of correspondence, documents, reports, marketing and social media as assigned; maintain confidentiality of information.

8. Maintain detailed calendar of department activities and for assigned staff; arrange interviews, appointments, schedules, conferences, travel arrangements, and itineraries.
9. Prepare meeting packets for distribution; represent the assigned department in meetings and groups as assigned.
10. Operate modern office machines and equipment including word processors, typewriters, printers, copiers, calculators, and FAX machines; routinely use a full range of word processing and spreadsheet computer software applications.
11. Order, receive, inventory, store, and distribute supplies, forms, and related items; prepare purchase orders; contact vendors and suppliers as needed; maintain related records.
12. Assist in the preparation and monitoring of department's budget including to secure purchase orders, process invoices, monitor account balances, and perform account transfers.
13. Maintain and account for limited office funds including petty cash fund.
14. Attend and participate in staff meetings and related activities; attend workshops, conferences, and classes to increase professional knowledge. Attend after hour's functions and conferences as required.
15. Other duties as assigned by Supervisor.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Ability to use different computer programs and social media.
2. Assist in orienting and training of volunteer and temporary staff.
3. Use modern office procedures, methods, and equipment including computer equipment, cameras and applicable software programs.
4. Ability to work collaboratively and communicate clearly and effectively, both orally and in writing, with staff, City Officials, outside agencies and the general public during general communication or public speaking events.
5. Ability to utilize applicable spelling, vocabulary, grammar, and punctuation.
6. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work including, but not limited to employees, vendors and the general public.
7. Use independent judgment, initiative, and good human relations and problem solving skills in the application and follow through on decisions.
8. Ability to meet schedules and timelines and to exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Two years of increasingly responsible administrative secretarial experience.

Education:

Equivalent to a high school diploma supplemented by specialized course work in office practices, management, or business administration.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

Ability to work in a standard office environment. Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 50 lbs.; exposure to mechanical, electrical and chemical hazards; ability to travel to different sites and locations.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

11/22/18

RESOLUTION NO. 2018 - 32

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE COMMUNITY SERVICE OFFICER AT PAY GRADE 34, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Police Community Service Officer position at pay grade 34; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the Police Community Service Officer position for pay grade 34, attached hereto and by this reference made a part hereof, is 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

**City of Rock Springs
Job Description**

POSITION TITLE: Community Service Officer

DEPARTMENT: Police

SUPERVISOR: Police Records Supervisor

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change; accept and provide constructive feedback; and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and the City of Rock Springs.

JOB SUMMARY:

Under direction, to provide services in crime prevention, crime investigation, and crime response which do not require police powers, to assist police officers in ancillary tasks; to act as Municipal Court Officer, to perform related duties as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Exercises limited supervision over prisoners in Municipal Court and at the Memorial Hospital.
2. Transport legal documents from various agencies including, but not limited to, the Sweetwater County Detention Facility, Municipal Court, Circuit Court, District Court, state agencies, County Attorney's Office, and Records.
3. Provide traffic control at accident scenes and community events; investigate non-injury and minor traffic accidents; respond to and investigate traffic complaints; issue tickets/summons as needed; conduct house watches; assist in crime scene investigations.
4. Participate in crowd control activities; provide security at community events.
5. Perform cross walk traffic duties; respond to animal control incidents; transport animals at large to animal shelter; receive reports of misdemeanor crimes and non-criminal incidents with no known suspects; take house watch reports; serve subpoenas; conduct work restitution duties; identify nuisance and parking control violations.
6. Assist Records and Evidence with department data entry and report duties.
7. Fingerprint citizens for employment and other purposes;
8. Conduct tours of Police Department; perform public relation work outside the department, funeral escorts.

9. Identify opportunities for improving service delivery methods and procedures; review with appropriate management staff; implement improvements; participate in development and implementation of goals, objectives, policy and procedures; identify resource needs; recommend and implement policies and procedures.
10. Other duties as assigned by supervisor or command staff.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Ensure the supervision and control of court proceedings.
2. Operate two-way radio, camera, and other specialized departmental equipment.
3. Work under pressure and in stressful situations to include responding effectively to difficult individual and group interactions and acting calmly in emergency situations.
4. Effectively utilize office management and recordkeeping principles and practices to ensure accuracy of data management.
5. Use and adapt to changing modern office procedures, methods, and equipment including computer equipment and applicable software programs.
6. Work collaboratively and communicate clearly and effectively, both orally and in writing, with staff, City Officials, outside agencies and the general public.
7. Utilize applicable spelling, vocabulary, grammar, and punctuation in business letter writing, record keeping, and database applications.
8. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work including, but not limited to employees, vendors and the general public.
9. Interpret, apply, develop and respond to questions regarding pertinent Federal, State, and local laws, codes, and regulations including administrative and departmental policies and procedures.
10. Understand and effectively use police terminology and subject matter filing systems.
11. Understand and follow oral and written instructions.
12. Research, compile, analyze, interpret and prepare a variety of statistical and administrative reports.
13. Maintain confidentiality of sensitive information and data.
14. Plan and organize work to meet schedules and timelines and the ability to exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

15. Research and present public safety material to the public.
16. Keep up on social media trends and communicate with the public utilizing technology and social media.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

One year experience involving substantial public contact in public safety or equivalent.

Education:

Equivalent to a high school diploma. An associate degree in business, criminal justice or information technology related field preferred.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

Possession of or ability to become certified in breath testing.

Possession of or ability obtain CPR and First Aid Certificate.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 50 lbs.; exposure to potentially hostile and violent situations, traffic, cold, outdoors, confining work space, chemical gases, and noxious odors; ability to travel to different sites and locations; availability for shift work.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

Effective Date: December 21, 2010 (Res. 10-196)

RESOLUTION NO. 2018-33

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF CROSSING GUARD, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create a job description for the position of Crossing Guard; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the position of Crossing Guard, attached hereto and by this reference made a part hereof, is 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

**City of Rock Springs
Job Description**

POSITION TITLE: Crossing Guard

DEPARTMENT: Police

SUPERVISOR: Police Sergeant

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change; accept and provide constructive feedback; and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and the City of Rock Springs.

JOB SUMMARY:

Under direction, to provide for the safe movement of children to and from school when crossing public roadways and intersections by observing gaps in the traffic and leading the children across the roadway or intersection.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Assist children on their way to and from school in safely crossing roadways and intersections.
2. Watch for gaps in traffic and walk children across roadway or intersection while holding a "stop" sign in such a manner as to be visible to approaching vehicles.
3. Communicate traffic and crossing rules and other information to students and adults.
4. Stay alert, inspect and report safety deficiencies related to the cross walks, signage, flashing lights, road markings, etc.
5. Record license numbers of vehicles disregarding traffic signals, and report infractions to appropriate authorities.
6. Keep current by participating in job-related training.
7. Communicate positively and effectively.
8. Other duties as assigned by supervisor or command staff.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Work collaboratively and communicate clearly and effectively, with children, school employees, City of Rock Springs staff, City Officials, outside agencies and the general public.

2. Understand and follow oral and written instructions.
3. Maintain confidentiality of sensitive information and data.
4. Plan and organize work to meet schedules and timelines and the ability to exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.
5. Wear and utilize appropriate safety equipment.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Previous experience working with children would be considered an asset; and ability to deal effectively and courteously with the children and general public.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, and lift 20 lbs.; exposure to potentially unpleasant or upset individuals, traffic, cold, outdoors, and noxious odors; ability to travel to different sites and locations.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

2/28/18

RESOLUTION NO. 2018 - 34

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE EVIDENCE TECHNICIAN AT PAY GRADE 36, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create a job description for the Police Evidence Technician position at pay grade 36; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the Police Evidence Technician position for pay grade 36, attached hereto and by this reference made a part hereof, is 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

**City of Rock Springs
Job Description**

POSITION TITLE: Evidence Technician

DEPARTMENT: Police

SUPERVISOR: Police Chief

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change; accept and provide constructive feedback; and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and the City of Rock Springs.

JOB SUMMARY:

Under direction, to perform a wide variety of duties related to the preservation of property and evidence; and to ensure that property and evidence are maintained as prescribed by State, Federal law and national accreditation.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Assist in the maintain evidence/property room; receive, document, store, release, and destroy physical and or electronic evidence; inventory property and ensure security of evidence and the room.
2. Inspect property/evidence room inventory and ensure compliance with State and Federal statutes regarding the storage and destruction of property.
3. Assist in the coordination and arrange for the delivery and processing of property and evidence to the State crime lab for scientific examination or testing.
4. Maintain records and files related to area of assignment; prepare reports as necessary.
5. Disseminate reports and evidence to the proper authorities as requested.
6. Maintain accurate documentation to verify that the chain of evidence is maintained.
7. Testify in court as requested.
8. Prepare the court ordered destruction of evidence/property.
9. Maintain and order supplies for evidence and miscellaneous equipment for Police Officers.
10. Maintain fingerprint file.

11. Assist K-9 officer in maintaining accurate account of drugs used for training.
12. Operate modern office machines, equipment and programs, including but not limited to, personal computer, Microsoft Office products, public safety software, typewriters, printers, copiers, calculators, and FAX machines.
13. Attend and participate in staff meetings and related activities; attend workshops, conferences, and classes to increase professional knowledge.
14. Collect, document, store, and dispose of medications and/or medical supplies deposited in MedReturn drop box.
15. Other duties as assigned by command staff.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Effectively utilize principles, practices, methods, and techniques of maintaining and processing evidence and property to ensure accuracy of evidence.
2. Use and adapt to changing modern office procedures, methods, and equipment including computer equipment and applicable software programs.
3. Work collaboratively and communicate clearly and effectively, both orally and in writing, with staff, City Officials, outside agencies and the general public.
4. Utilize applicable spelling, vocabulary, grammar, and punctuation in business letter writing, record keeping, and database applications.
5. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work including, but not limited to employees, vendors and the general public.
6. Interpret, apply, develop and respond to questions regarding pertinent Federal, State, and local laws, codes, and regulations including administrative and departmental policies and procedures.
7. Understand and apply occupational hazards and standard safety practices in evidence storage and destruction.
8. Preserve, label, catalog and store evidentiary items for presentation in criminal proceedings.
9. Understand and follow oral and written instructions.
10. Research, compile, analyze, interpret and prepare a variety of statistical reports.
11. Maintain confidentiality of sensitive information and data.
12. Plan and organize work to meet schedules and timelines and the ability to exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Two years of responsible office experience preferably in a police department.

Education:

Equivalent to a high school diploma supplemented by training in police science.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

Ability to obtain certification from the International Association of Property and Evidence.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 50 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, and electrical hazards; ability to travel to different sites and locations.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

WJB
2/28/17

RESOLUTION NO. 2018 -35

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE EVIDENCE COORDINATOR AT PAY GRADE 38, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Police Evidence Coordinator position at pay grade 38; and,

WHEREAS, the Governing Body of the City of Rock Springs has said job description 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 job description for the Police Evidence Coordinator position for pay grade 38, attached hereto and by this reference made a part hereof, is 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

City of Rock Springs
Job Description

POSITION TITLE: Evidence Coordinator

DEPARTMENT: Police

SUPERVISOR: Police Chief

GENERAL:

The employee will support the City of Rock Springs mission *"To provide all individuals, through the combined efforts of city government and the people it serves, an effective, efficient and productive form of government, while promoting an enhanced quality of life, open communications and economic growth"*.

The employee will demonstrate the ability to manage time, maintain a safe and clean environment; practice confidentiality; treat all persons with respect and professional courtesy; accept change; accept and provide constructive feedback; and work as a team player. The employee must also demonstrate the competencies for their position, and adhere to policies and procedures of their department and the City of Rock Springs.

JOB SUMMARY:

Under direction, to perform a wide variety of duties related to the preservation of property and evidence; and to ensure that property and evidence are maintained as prescribed by State, Federal law and national accreditation.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs a variety of duties including, but not limited to:

1. Exercises supervision over evidence staff.
2. Maintain evidence/property room; receive, document, store, release, and destroy physical and/or electronic evidence; inventory property and ensure security of evidence and the room.
3. Inspect property/evidence room inventory and ensure compliance with State and Federal statutes regarding the storage and destruction of property.
4. Coordinate and arrange for the delivery and processing of property and evidence to the State crime lab for scientific examination or testing.
5. Maintain records and files related to area of assignment; prepare reports as necessary.
6. Disseminate reports and evidence to the proper authorities as requested.
7. Maintain accurate documentation to verify that the chain of evidence is maintained.
8. Ensure agency meets all national accreditation requirements.
9. Testify in court as requested.
10. Prepare the court ordered destruction of evidence/property.
11. Maintain and order supplies for evidence and miscellaneous equipment for Police Officers.

12. Maintain fingerprint file.
13. Assist K-9 officer in maintaining accurate account of drugs used for training.
14. Operate modern office machines, equipment and programs, including but not limited to, personal computer, Microsoft Office products, public safety software, typewriters, printers, copiers, calculators, and FAX machines.
15. Attend and participate in staff meetings and related activities; attend workshops, conferences, and classes to increase professional knowledge.
16. Collect, document, store, and dispose of medications and/or medical supplies deposited in MedReturn drop box.
17. Other duties as assigned by command staff.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills and ability to:

1. Effectively utilize principles, practices, methods, and techniques of maintaining and processing evidence and property to ensure accuracy of evidence.
2. Use and adapt to changing modern office procedures, methods, and equipment including computer equipment and applicable software programs.
3. Work collaboratively and communicate clearly and effectively, both orally and in writing, with staff, City Officials, outside agencies and the general public.
4. Utilize applicable spelling, vocabulary, grammar, and punctuation in business letter writing, record keeping, and database applications.
5. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work including, but not limited to employees, vendors and the general public.
6. Interpret, apply, develop and respond to questions regarding pertinent Federal, State, and local laws, codes, and regulations including administrative and departmental policies and procedures.
7. Understand and apply occupational hazards and standard safety practices in evidence storage and destruction.
8. Preserve, label, catalog and store evidentiary items for presentation in criminal proceedings.
9. Understand and follow oral and written instructions.
10. Research, compile, analyze, interpret and prepare a variety of statistical reports.
11. Maintain confidentiality of sensitive information and data.

12. Plan and organize work to meet schedules and timelines and the ability to exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Two years of responsible office experience preferably in a police department.

Education:

Equivalent to a high school diploma supplemented by training in police science.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

Ability to obtain certification from the International Association of Property and Evidence.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 50 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, and electrical hazards; ability to travel to different sites and locations.

ACKNOWLEDGEMENT:

I certify I have received, read, and understand my job description and am aware that my performance evaluation is based on carrying out the requirements of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

Effective Date: November 1, 2000



City Council Agenda

Ordinances

ORDINANCE NO. 2018- 04

AN ORDINANCE AMENDING ARTICLE 13-8 OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING, ENTITLED "ZONE DISTRICT REGULATIONS".

WHEREAS, after notice given in the manner and for the time required by law, the Planning and Zoning Commission of the City of Rock Springs held a public hearing on February 14, 2018 on proposed amendments to Article 13-8 of the Ordinances of the City of Rock Springs; and,

WHEREAS, the Planning and Zoning Commission of the City of Rock Springs, Wyoming, voted to recommend approval of the proposed amendments to Article 13-8 of the Ordinances of the City of Rock Springs; and,

WHEREAS, notice of hearing before the governing body of the City of Rock Springs, Wyoming, has been given as required by law, and the governing body has determined that said amendments should be adopted.

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

Section 1. That Article 13-8 of the Ordinances of the City of Rock Springs be amended as follows:

Amend Section 13-801 D.(1)(g), Residential Zoning Districts, of the City of Rock Springs Ordinances, to **amend** the following requirement (deletions are denoted by strikethrough and additions are denoted by underline):

(g) Separation: ~~Animals shall be kept a minimum distance of 100 feet from any residence.~~ Horse(s) shall have an accessory structure (barn or stable) and a corral and both shall be separated by 30 feet from the residence.

PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

ATTEST:

City Clerk

Mayor

1st Reading: _____

2nd Reading: _____

3rd Reading: _____



Planning & Zoning Council Staff Report

Project Name: R-E Zoning District Language Amendment

Project Number: PZ-18-00010

Report Date: February 8, 2018

Meeting Date: February 14, 2018

Applicant

Daniel Pedri
3001 Mustang Drive
Rock Springs WY 82901

Property Owner

N/A

Project Location

N/A

Zoning

R-E

Public Notification

- Public Hearing Notice Printed
1/27/18 – *Rocket Miner*

Previous P&Z Action

None

Ordinance References

13-801 D.(1)(g)

Staff Representative

Steve Horton, City Planner

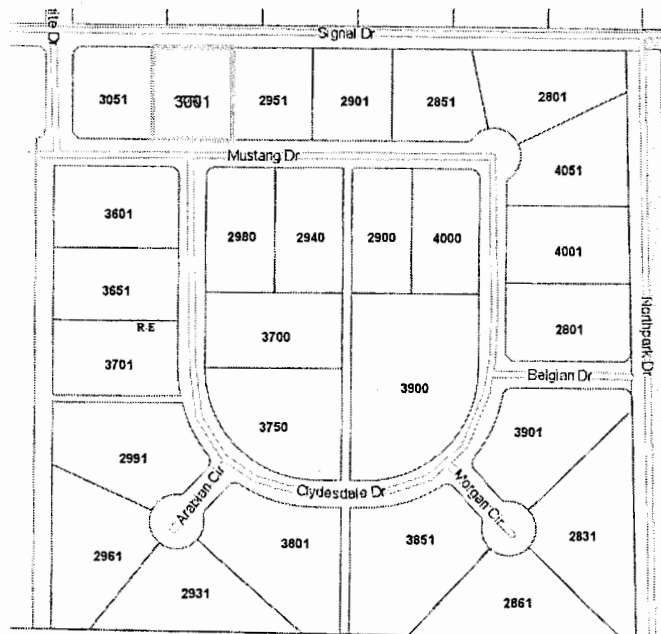
Attachments

- Application
- Site Plan
- Public Notice
- Proposed language for Ordinance Amendment

Request

Petition for amendment regarding the R-E Zone District Regulations to reduce the separation distance between residence and animals from 100 ft to 50 ft. The specific section for amendment pertaining to R-E Zoning District is:

Section 13-801 D.(1)(g) Rural Estate Zone (R-E)



Background

The R-E Zoning District is unique in that this is the only zoning district within the city that permits the keeping of horses. Another unique thing about this zoning district is a very large minimum lot size. For comparison, the R-1 Zone District requires a minimum lot size of 7,000 square feet and the R-E Zone District requires a minimum lot size of 32,670 square feet. There is currently only one (1) R-E Zone District in the City and this is located in the northwest part of the City and is developed as Sweetwater Station Addition. This subdivision was platted and constructed in 2004 and includes 26 lots. Currently there are houses constructed on more than ½ of the lots

Analysis

Typically the keeping of horses and animals is a land use conducted in the county. Approximately ¾ of Sweetwater County is zoned Agriculture which allows horses. Sweetwater County Residential Zone Districts also allow horses. The City of Green River does not allow the keeping of horses within residential zone districts, however, there are City operated horse corrals located within the Green River city limits.

The R-E District in Rock Springs allows the keeping of no more than two (2) horses. Limiting the number of horses protects against potential health and aesthetic issues for property owners within the subdivision. A barn and corral is necessary for the property owners that have a horse(s).

Project Name:

Language Amendment –R-E

Project #:

PZ-18-00010

The R-E Zone District requires that animals be kept a minimum distance of 100 feet from any residence. The 100 ft from **any** residence creates all kinds of problems. What if a property owner places a barn and corral 15 feet from his side property line? Then what if the adjacent lot is purchased and that property owner has to place his house so that it is 100 feet from Mr. Pedri's barn. This creates a partial taking of property because an adjacent property owner loses the right to use his property.

This 100 ft separation distance applies to the barn and corral. The minimum lot size in the R-E District is .75 acres (32,670 sq. ft.)

Mr. Pedri, the applicant, is requesting a reduction in separation distance between animals and residence be reduced to 50 ft. Mr. Pedri's lot is .82 acres in size and 175 ft wide and 203 ft deep. His required front setback is 30 ft, his house is 70 ft deep. That leaves 100 ft from the rear building line of his house to his rear property line. The 100 ft separation precludes Mr. Pedri from having a barn and corral. With a 50 ft separation Mr. Pedri would be able to place a barn and corral and meet the 15 ft accessory building setback from the rear property line.

City of Laramie: 20 ft separation between residence and animals

City of Cody: No separation requirement

City of Gillette: No separation requirement

If horses are to be allowed, then reasonable regulations should be in place to allow for a barn and corral necessary for the horses. Also reasonable regulations must be put in place so that the placement of a barn or corral does not dictate where an abutting property owner can place his house.

Reducing the separation distance to 50 ft or less appears to be a very reasonable request along with language to require the separation distance to apply from the applicants residence only.

Public Hearing Notification

A Public Hearing Notice for the Planning & Zoning Commission Public Hearing was duly published in the Rock Springs Rocket Miner on January 27, 2018. A Public Hearing Notice for the City Council Public Hearing was duly published in the Rock Springs Rocket Miner on February 17, 2018.

Public Comment

Gene Legerski, a property owner in Sweetwater Station Subdivision, spoke in support of the language amendment.

Staff & Planning and Zoning Commission Recommendation

City Planner Steve Horton stated that reducing the separation distance to 50 feet or 30 feet would be adequate to allow residents to have a barn and corral. It was moved by Commissioner Jackman and seconded by Commissioner Schoenfeld to amend the petition and reduce the separation distance from 50 ft to 30 ft. Motion carried unanimously. It was moved by Commissioner West and seconded by Commissioner Shaw to recommended approval of the language amendment as amended with a separation distance of 30 ft. Motion carried unanimously.



2018
CITY OF ROCK SPRINGS
LANGUAGE AMENDMENT
APPLICATION

Planning & Zoning Division
212 D Street
Rock Springs WY 82901
307.352.1540 (phone)
307.352.1545 (fax)

Staff Use Only:

Date Received 1-12-18 File Number: PZ-18-00010
Payment Information:
Amount Received: 200.00 Received by: Stavert Horton
Cash or Check Number: 2167 Receipt Number: _____
Date Certified as Complete Application: 1-12-18 By: Stavert Horton

A. CONTACT INFORMATION:

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Petitioner(s) Information:

Name: Daniel Pedri
Mailing Address: 3001 Mustang Drive
Rock Springs, Wyoming
82901
Email Address: Daniel.Pedri@amstar.com
Phone Number: 307-371-5850 Fax Number: 720-929-3653

Name: _____
Mailing Address: _____

Email Address: _____
Phone Number: _____ Fax Number: _____

B. PLEASE ANSWER THE FOLLOWING ON THE SPACES PROVIDED:

- Article and Section Number to be amended (The Rock Springs Ordinances are available online at www.rswy.net):
13-801 Residential Zoning D(1)(g) - Separation
- Proposed Amendment (attached a separate sheet if necessary):
D(1)(g) - Separation. Animals shall be kept a minimum distance of 50 feet from any residence.
- Describe the need for and purpose of the Proposed Amendment:
Purchased & built home in Sweetwater Station with intention to have horses, lot size does not allow adequate structure to be built to accommodate two horses.

C. SUBMITTAL REQUIREMENTS:

The following shall be submitted with the application at the time of filing in order for the petition to be complete and scheduled for public hearing with the Planning and Zoning Commission. An incomplete application will not be scheduled for hearing and shall be returned to the applicant.

- ☐ Filing Fee (\$200.00)
- ☐ Completed application, including graphic material if it will assist in understanding the benefits of the amendment.

D. SUBMITTAL DEADLINES:

NOTE: Applications that are not **RECEIVED** by 3:00 p.m. on the Application Deadline will be postponed until the following month's meeting. If a deadline falls near a City holiday, please contact the Planning Department to verify the days City Hall will be closed to ensure that your application is submitted on time.

| | January Meeting | February Meeting | March Meeting | April Meeting | May Meeting | June Meeting | July Meeting | August Meeting | September Meeting | October Meeting | November Meeting | December Meeting |
|--------------------------|---|------------------|---------------|---------------|-------------|--------------|--------------|----------------|-------------------|-----------------|------------------|------------------|
| Application Deadline | 12/6/2017* | 1/22/2018 | 2/19/2018 | 3/19/2018 | 4/16/2018 | 5/21/2018 | 6/18/2018 | 7/16/2018 | 8/20/2018 | 9/17/2018 | 10/22/2018 | 11/19/2018 |
| Public Hearing Ad | A Public Hearing Notice is prepared by the City of Rock Springs and published in the Rock Springs Rocket Miner Newspaper a minimum of fifteen (15) days prior to the Planning and Zoning Commission Public Hearing. | | | | | | | | | | | |
| P&Z Public Hearing | 1/10/2018 | 2/14/2018 | 3/14/2018 | 4/11/2018 | 5/9/2018 | 6/13/2018 | 7/11/2018 | 8/8/2018 | 9/12/2018 | 10/10/2018 | 11/14/2018 | 12/12/2018 |
| City Council Hearing Ad | After the Planning and Zoning Commission Public Hearing, a second Public Hearing Notice is prepared by the City of Rock Springs and published in the Rock Springs Rocket Miner Newspaper a minimum of fifteen (15) days prior to the City Council Public Hearing. | | | | | | | | | | | |
| **Council Public Hearing | 2/6/2018 | 3/6/2018 | 4/3/2018 | 5/1/2018 | 6/5/2018 | 7/3/2018 | 8/7/2018 | 9/4/2018 | 10/2/2018 | 11/6/2018 | 12/4/2018 | 1/8/2019 |

* Deadline moved due to holiday.

**An Ordinance to amend the Rock Springs Ordinances must be read at three consecutive City Council meetings prior to being accepted.

E. SIGNATURE(S) REQUIRED:

I acknowledge that I have read and understand this application and the pertinent Zoning Ordinance amendment regulations (Sections 13-901 of the Rock Springs City Ordinances).

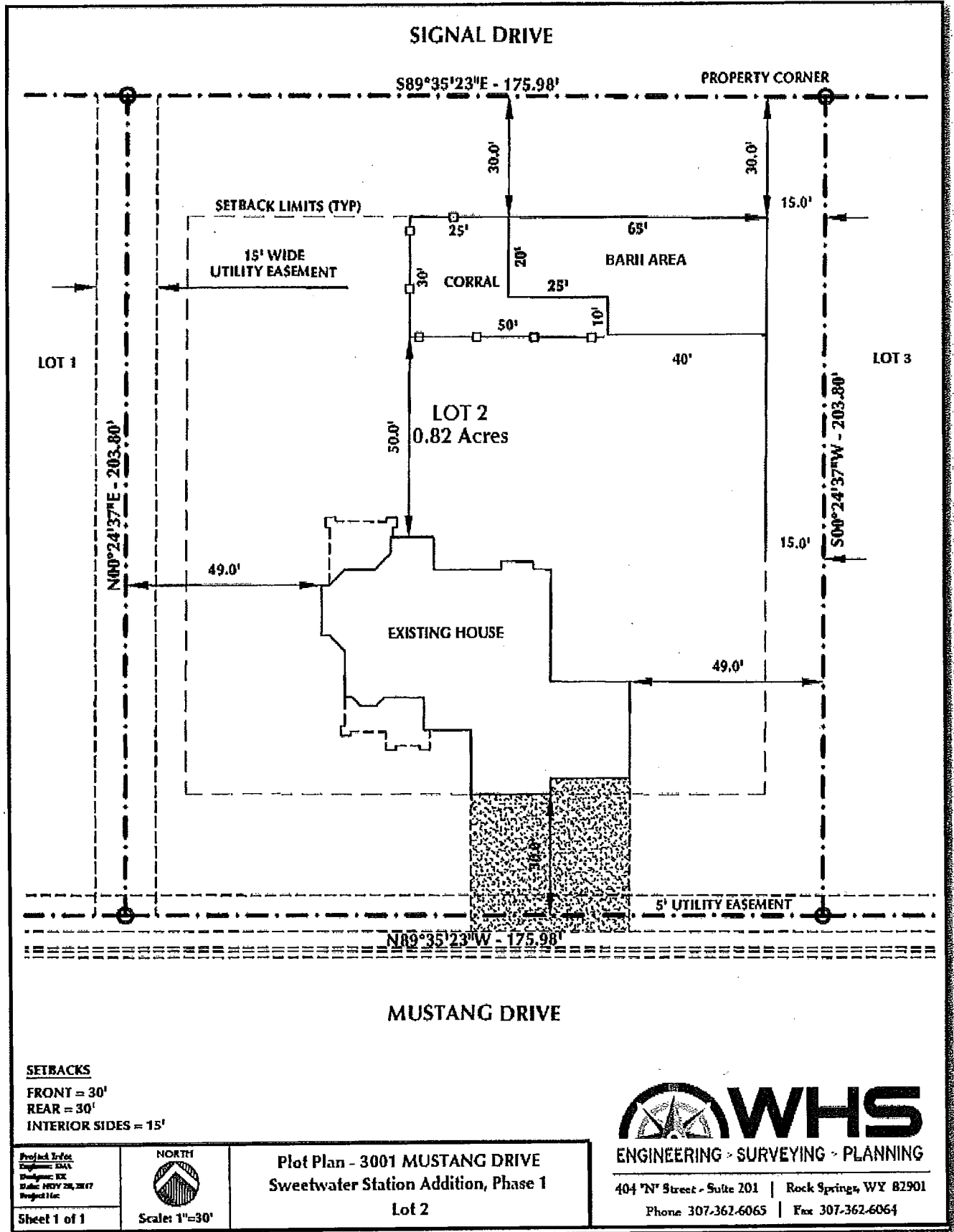
Signature of Petitioner 

Date 1/12/2018

Signature of Petitioner _____

Date _____

(If the petition includes multiple petitioners, all petitioners must sign the application. Attach a separate sheet if necessary.)



13-801 Residential Zoning Districts.

D. Supplemental Requirements.

(1) Horses in an R-E Zoning District:

- (a) Each lot shall be permitted to have no more than two (2) horses per lot, not including unweaned offspring (foal). A foal becomes a "horse" for the purposes of this definition when it has attained the age of 12 months. Each Shetland pony, mule or donkey constitutes one horse. Other than household pets (dogs and cats) and horses noted above, no other animals (pigs, sheep, goats, rabbits, chickens, etc.) shall be permitted.
- (b) Horses shall be considered for private use only when the owner of the animal and the occupant of the property upon which the horse is kept are the same party.
- (c) All other domesticated livestock or wild animals are strictly prohibited.
- (d) Grazing/corral areas shall not be located within the front or corner yard.
- (e) Animal Feces and Waste.
 - i. Areas of the lot, as well as accessory buildings or structures devoted to the animal shall be maintained and kept in such a manner as to not constitute a nuisance to the surrounding properties or area.
 - ii. It shall be unlawful for any person to spread, scatter, distribute, drain or deposit in any manner any animal feces and/or waste on property not owned or occupied by them.
- (f) Dust and/or drainage.
 - i. To prevent dust and drainage problems, corral areas shall be limited to 25% of the lot coverage.
 - ii. Grazing/corral area shall not create a dust or drainage condition beyond the property boundaries.
- (g) Separation. Animals shall be kept a minimum distance of 100 feet from any residence.

PUBLIC HEARING NOTICE

TAKE NOTICE that the Rock Springs Planning and Zoning Commission will hold a public hearing in the Rock Springs City Hall Council Chambers at 7:00 p.m., February 14, 2018, where all interested parties will have the opportunity to appear and be heard regarding the following:

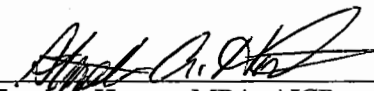
An application submitted by Daniel Pedri to consider amending Chapter 13 (ZONING) of the Ordinances of the City of Rock Springs in the R-E Zone District to reduce the reduce the minimum separation distance between a residence and animals from 100 ft to 50 ft

The following section is proposed for amendment:

Section 13-801 D.(1)(g) Residential Zoning Districts, Horses in an R-E District, Separation

You may view a copy of the proposed amendments at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net.

Dated this 25th day of January, 2018



Stephen Horton, MPA, AICP
Interim City Planner

Publish: January 27, 2018
Bill To: City of Rock Springs

PUBLIC HEARING NOTICE

TAKE NOTICE that the Rock Springs City Council will hold a public hearing in the Rock Springs City Hall Council Chambers at 7:00 p.m., March 6, 2018, where all interested parties will have the opportunity to appear and be heard regarding the following:

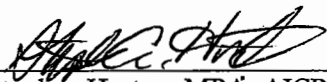
An application submitted by Daniel Pedri to consider amending Chapter 13 (ZONING) of the Ordinances of the City of Rock Springs in the R-E Zone District to reduce the minimum separation distance between a residence and animals from 100 ft to 50 ft

The following section is proposed for amendment:

Section 13-801 D.(1)(g) Residential Zoning Districts, Horses in an R-E District, Separation

You may view a copy of the proposed amendments at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net.

Dated this 15th day of February, 2018



Stephen Horton, MPA, AICP
Interim City Planner

Publish: February 17, 2018
Bill To: City of Rock Springs



City Council Agenda

Executive Session
