



*City Council Meeting
Agenda Packet*

September 18, 2018

7 p.m.

City Council Meeting Agenda

September 18, 2018 7 p.m.



- 1. Pledge of Allegiance
- 2. Roll Call
- p. 5 3. Approval of Minutes: City Council Meeting of September 4, 2018

APPOINTMENTS

- p. 15 1. Parks & Recreation Advisory Board—Kim Taucher, 1st Term
- 2. Parks & Recreation Advisory Board—Darcie Punches-Mickelson, 2nd Term

PRESENTATIONS AND PROCLAMATIONS

- 1. Presentation: Devon Brubaker, Southwest Wyoming Regional Airport
- p. 17 2. Proclamation: Fire Prevention Week 2018

PUBLIC HEARINGS

- p. 19 1. A public hearing to re-designate an area declared to be a slum area or blighted area, or a combination thereof, and appropriate for the planning and initiation of urban renewal projects
(*Resolution 2018-138*)

PETITIONS

OFFICER AND STAFF REPORTS

- p. 22 1. Financial Report Summary—August 2018
- p. 27 2. Health Insurance Fund Recap—August 2018
- p. 29 3. Rock Springs Renewal Fund Financial Statements—July 2018

COUNCIL COMMITTEE AND BOARD REPORTS

BILLS AND CLAIMS

- p. 32 1. Bills and Claims for September 18, 2018
- p. 53 2. Salaries for September 7, 2018

NEW BUSINESS

- p. 55 1. Request from the Engineering and Operations Department for permission to purchase a used Streets Sweeper for the Streets Division
- p. 59 2. Request from Lew's, Inc. for a Liquor Catering Permit for the Steelworkers Local 13214 Christmas Party on December 22, 2018, from 4 p.m.—midnight at the Sweetwater Events Complex
- p. 61 3. Request from Lew's, Inc. for a Liquor Catering Permit for the Ciner President Award Dinner on October 9, 2018, from 4 p.m.—midnight at the Bunning Freight Station
- p. 64 4. Request from Lew's, Inc. for a Liquor Catering Permit for the Genesis Service Awards Banquet on October 3, 2018, from 4 p.m.—11 p.m. at the Bunning Freight Station (Date change—previously approved by City Council on September 4, 2018)
- p. 67 5. Request from the Santa Fe Trail, Inc. for a Liquor Catering Permit for the Wardell Wedding on September 29, 2018, from 5 p.m.—midnight at the Bunning Freight Station

RESOLUTIONS

- p. 72 1. 2018-138 A Resolution re-designating an area to be a slum area or blighted area, or a combination thereof, and appropriate for the planning and initiation of urban renewal projects
- p. 75 2. 2018-139 A Resolution accepting and approving a job description for the position of

			Wastewater Treatment Plant Superintendent at Pay Grade 64
p. 80	3.	2018-140	A Resolution accepting and approving a job description for the position of Chief Wastewater Treatment Plant Operator at Pay Grade 57
p. 85	4.	2018-141	A Resolution accepting and approving a job description for the position of Pre-Treatment and Collection Supervisor at Pay Grade 57
p. 90	5.	2018-142	A Resolution accepting and approving a job description for the position of Senior Plant Mechanic moving from Pay Grade 51 to Pay Grade 53
p. 95	6.	2018-143	A Resolution accepting and approving a job description for the position of Lead Collection Operator/Pre-Treatment Assistant at Pay Grade 53
p. 100	7.	2018-144	A Resolution accepting and approving a job description for the position of Laboratory Technician moving from Pay Grade 50 to Pay Grade 51
p. 105	8.	2018-145	A Resolution accepting and approving a job description for the position of Wastewater Treatment Plant Operator I at Pay Grade 40
p. 110	9.	2018-146	A Resolution accepting and approving a job description for the position of Wastewater Treatment Plant Operator II at Pay Grade 47
p. 116	10.	2018-147	A Resolution accepting and approving a job description for the position of Wastewater Treatment Plant Operator III at Pay Grade 51
p. 122	11.	2018-148	A Resolution accepting and approving a job description for the position of Collection System Worker I at Pay Grade 40
p. 126	12.	2018-149	A Resolution accepting and approving a job description for the position of Collection System Worker II at Pay Grade 44
p. 130	13.	2018-150	A Resolution authorizing a budget revision to the budget for the fiscal year ending June 30, 2019
p. 132	14.	2018-151	An Amended Resolution approving and accepting a revised final plat for the Community Center Subdivision

ADJOURNMENT



City Council Agenda

Minutes

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

City Council met in regular session on September 4, 2018. Mayor Carl Demshar called the meeting to order at 7 p.m. Members present included Councilors Jason Armstrong, Tim Savage, Rose Mosbey, Billy Shalata, David Tate, Glennise Wendorf, Rob Zotti, David Halter, and Mayor Carl Demshar. Department Heads present included Matt Keslar for Dwane Pacheco, Rick Beckwith, Steve Horton, Paul Kauchich, Dave Lansang, Matthew McBurnett, Kara Beech, and Jim Wamsley. The pledge of allegiance was recited.

Approval of Minutes

Moved by Councilor Mosbey seconded by Councilor Wendorf to approve the City Council Meeting Minutes of August 21, 2018. Motion carried unanimously.

APPOINTMENTS

Library Advisory Board—Dorothy Logan, 2nd Term

Moved by Councilor Mosbey, seconded by Councilor Zotti to appoint Dorothy Logan to serve a second term on the Library Advisory Board. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Mosbey, Tate, Wendorf, Zotti, Halter and Shalata. Motion carried unanimously.

Rock Springs Broadway Theater Board—Katie Pastor, 2nd Term

Moved by Councilor Tate, seconded by Councilor Armstrong to appoint Katie Pastor to serve a second term on the Rock Springs Broadway Theater Board. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Mosbey, Tate, Wendorf, Zotti, Halter and Shalata. Motion carried unanimously.

Urban Renewal Agency Commission—Danielle Torpey, 1st Term

Moved by Councilor Wendorf, seconded by Councilor Mosbey to appoint Danielle Torpey to serve a first term on the Urban Renewal Agency Commission. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Mosbey, Tate, Wendorf, Zotti, Halter and Shalata. Motion carried unanimously.

PRESENTATIONS AND PROCLAMATIONS

Presentation: Dominic Apodaca, Mission 22

Mayor Demshar informed the Council that Mr. Apodaca was unable to attend tonight.

Proclamation: Childhood Cancer Awareness Month

Mayor Demshar read a proclamation to declare September as Childhood Cancer Awareness Month, and encouraged citizens to Go Gold in the hopes of increasing the attention and dedication given to the Gold Ribbon and to the fight against childhood cancer.

Proclamation: Diaper Need Awareness Week

Mayor Demshar read a proclamation to declare the week of September 24 through 30, 2018, as Diaper Need Awareness Week, and encouraged citizens to donate generously to diaper banks, diaper drives, and those organizations that distribute diapers to families in need to help alleviate diaper need in Rock Springs.

Presentation: Anita McLaughlin, Wyoming Community Foundation

Anita McLaughlin with the Wyoming Community Foundation addressed the Council and stated that 2019 will be the Wyoming Community Foundation's 30th anniversary, and the Rock Springs area local board was incepted in 1991 and since that time, have granted over \$451,000 to this community. A few local community leaders are on this board, including Jack Costantino, Debbie Baker, Keith Hay, Paula Wonnacott, and Lauren Schoenfeld. The local board in Rock Springs has allocated grant monies in an approximate amount of \$80,000, including \$25,000 that was awarded to CLIMB Wyoming by a private donor. Ms. McLaughlin also stressed that one of their goals is to provide grant money to areas on our community where there are parks, or children at play. She provided Annual Reports from the Wyoming Community Foundation for the Council to review as well.

PETITIONS

No comments were received.

COUNCIL COMMITTEE AND BOARD REPORTS

Mayor Demshar acknowledged the receipt of the Main Street Board Meeting Minutes of August 13, 2018 and the Rock Springs Historical Museum Board Meeting Minutes from years 2016-2018.

Councilor Halter added that the Joint Powers Telecom Board, of which he is the Council Liaison and Chairman, has opened up communication with the Wyoming Business Council's new Broadband Advisory Board, where they plan to express the needs in our area for broadband. Sublette County is looking expand services and is using Sweetwater County as a model. Discussions have begun to add them as a third entity to the Joint Powers Telecommunication Board.

Councilor Mosbey thanked Jennifer Messer, Museum Coordinator and staff at City Hall for their assistance in submitting Historical Museum Board Minutes from past years for approval and inclusion in the Historical Museum Board's records.

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

CORRESPONDENCE

The following correspondence was received: Sweetwater County District Board of Health Agenda for August 29, 2018 and a letter from Southwest Counseling regarding a 5K Color Run to be held on September 17, 2018, at 5:30 p.m.

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

BILLS AND CLAIMS

Bills & Claims for September 4, 2018

Wayne Miles	Utility Refund	\$5.50
Payment Remittance Center	Expenses	\$5,205.28
Blue Cross Blue Shield	Health Insurance	\$68,202.10
Flexshare Benefits	Admin Fees	\$391.50
ABI Winterhawk Recovery LLC	Housing Assistance	\$629.00
AED Superstore	Supplies	\$102.00
Aerzen	Parts	\$777.58
Airgas Intermountain	Supplies	\$516.07
Alan or Kathleen Brown	Utility Refund	\$190.70
All American Sports	Jerseys	\$945.00
American Planning Assoc	Membership	\$302.00
Amundsen Construction	ComDev Refund	\$12,216.00
Antigua Group, Inc.	Uniforms	\$933.28
Archivesocial Inc	Software	\$2,388.00
Art Taucher	Utility Refund	\$60.96
Battery Systems	Batteries	\$362.97
Baxter's Frame Works & Badge Frame, Inc.	Supplies	\$116.75
Best Value Rentals, LLC	Housing Assistance	\$739.00
Bookcliff Sales Inc	Uniforms	\$164.62
Bottom Line Marketing	Supplies	\$203.07
Brown, Larianna	Services	\$50.00
Career Track	Training	\$198.00
Carolyn Lucky	Utility Refund	\$46.01
Carrier Corporation	Supplies	\$502.00
Carrington Pointe Apartments	Housing Assistance	\$6,755.00
Channing Bete Co. Inc.	Training	\$1,041.05
Chavez, Maria	Housing Assistance	\$269.00
Chemical Testing Program	Testing	\$9.00

Christine Thai	Utility Refund	\$301.25
City of Rock Springs	Health Insurance	\$318,974.42
CJ Signs	Signage	\$70.00
Cleveland, Sandy	Reimbursement	\$45.06
CML Rentals	Housing Assistance	\$383.00
Colorado Water and Angling Consultants	Training	\$1,805.57
Communication Technologies	Repairs	\$140.83
Convergint Technologies, Inc.	Services	\$38,006.29
Copier & Supply Co. Inc. of RS	Maintenance	\$780.00
Creative Product Sourcing, Inc	Supplies	\$3,584.52
Cummins Rocky Mountain LLC	Parts	\$52.16
David or Tina Palmer	Utility Refund	\$67.19
DeBernardi Construction Co. Inc.	Contract	\$63,054.00
Division of Criminal Invest.	Background	\$39.00
Dominion Energy	Utility	\$4,638.69
DSI Digital Systems Installation	Equipment	\$10,275.00
Elwood Staffing Services, Inc.	Wages	\$6,167.19
Energy Laboratories, Inc.	Testing	\$3,110.00
Fedex	Shipping	\$78.50
Foot Joy	Special Order	\$350.75
Fortuna, John A.	Housing Assistance	\$28.00
Fossen, Michele	Housing Assistance	\$686.00
Fun Express	Supplies	\$340.00
G&P Polygraphs, LLC	Testing	\$600.00
Globe Electric	Repairs	\$397.32
Grainger, Inc.	Oil	\$126.24
Grant Writing USA	Training	\$910.00
Greene's Energy Services, Inc.	Repairs	\$180.00
Hach Chemical	Chemicals	\$1,602.01
Haden Construction	Utility Refund	\$9.72
Honnen Equipment Co.	Parts	\$244.07
International Code Council, Inc	Training	\$207.00
Jack's Truck & Equipment	Parts	\$152.92
Jason Grenier	Utility Refund	\$33.16
Kevin Heyborne	Utility Refund	\$180.44
Lacal Equipment, Inc.	Parts	\$1,410.77
Little America	Lodging	\$279.00
M&H Properties, LLC	Housing Assistance	\$161.00
M&J Oilfield Construction Services LLC	ComDev Refund	\$1,980.00

Molly Brouillette	Utility Refund	\$109.34
Morgan Valley Polaris KTM	Parts	\$159.39
MPH Industries Inc	Repairs	\$127.15
My Educational Resources Inc	Training	\$84.00
National Rec & Parks Assoc	Training	\$720.00
New Studio	Photo	\$20.00
Newegg Business Inc	Equipment	\$467.46
Nicholas, Gary	Housing Assistance	\$709.00
Notary Officer	Notary	\$60.00
NTOA	Membership	\$150.00
Nu-Tech Specialties Inc	Chemicals	\$571.05
Orkin Exterminating	Pest Control	\$660.74
Overy, Ray	Housing Assistance	\$680.00
Pacific Steel & Recycling	Supplies	\$1,242.09
Paetec	Telephone	\$112.98
Paige Garcia	Utility Refund	\$243.28
Penoff, David	Housing Assistance	\$140.00
Pineda, Atty at Law	Legal Fees	\$1,050.00
Pioneer Gasket of Wyoming, Inc	Parts	\$26.00
PoliceOne	Training	\$650.00
Porter, Doug	Services	\$50.00
Pro Force Law Enforcement	Supplies	\$920.45
Purity Chemicals, Inc.	Supplies	\$598.00
Rachel Shaw	Utility Refund	\$23.00
Rae Systems by Honeywell	Training	\$15,000.00
Reeves Co., Inc.	Supplies	\$27.38
RMT Equipment	Supplies	\$335.36
Rock Springs Creekside Apts.	Housing Assistance	\$3,587.00
Rock Springs IV Center	Injections	\$49.47
Rock Springs Pet Hospital, LLC	Services	\$2,013.27
Rock Springs Renewal Fund	Supplies	\$30.00
Rock Springs Winlectric	Supplies	\$678.53
Rock Springs Winnelson Co	Repairs	\$2,144.00
Rocky Mountain Air Solutions	Supplies	\$347.09
Rocky Mountain Power	Utilities	\$1,332.16
Rocky Mountain Powersports	Supplies	\$60.62
RS Apartments LLC	Housing Assistance	\$229.00
RS Refrigeration	Parts	\$1,019.88
S&S Worldwide	Supplies	\$469.59

Saltus Technologies, LLC	Supplies	\$2,170.22
Sanchez, Jeremy	Services	\$175.00
School-Tech	Uniforms	\$64.84
Self, Tim	Housing Assistance	\$476.00
Skips Tire	Repairs	\$20.00
Skorcz Enterprises Inc.	Services	\$600.00
Slagowski Concrete Inc	Services	\$700.00
Smart Dwellings	ComDev Refund	\$1,060.00
Southwest Real Estate	Housing Assistance	\$779.00
Sportsmith	Parts	\$299.00
Springview Manor Apts	Housing Assistance	\$2,486.00
Staples	Office Supplies	\$1,870.24
Steven Barrow	Utility Refund	\$90.79
Sun Life Financial	Insurance	\$1,330.56
Surfaces, Inc.	Carpet	\$1,022.46
SW. County Dist Bd. Of Health	Vaccination	\$43.44
Sweetwater County Clerk	Agreement	\$21,803.76
Sweetwater Heights	Housing Assistance	\$1,851.00
TargetSolutions Learning, LLC	Training	\$13,095.80
Taylor Made Golf Co., Inc.	Special Order	\$1,138.50
Thatcher Company	Chemicals	\$5,808.40
The Slide Experts Inc	Services	\$14,890.00
Thomson Reuters - West Pmnt Center	Subscription	\$481.03
Titleist	Special Order	\$632.96
Towncloud, Inc.	Software	\$75.00
Turf Equipment and Irrigation	Parts	\$124.28
Turnkey Properties Inc.	Housing Assistance	\$1,136.00
United Site Services	Portable Restrooms	\$1,735.99
UPS	Shipping	\$203.96
Verizon Wireless	Telephone	\$4,528.16
Vesco	Housing Assistance	\$420.00
Vonage Business	Telephone	\$433.82
Walmart Community BRC	Expenses	\$3,254.53
Wamco Lab, Inc	Testing	\$2,100.00
Ware, Ted	Housing Assistance	\$1,475.00
Watchguard Video	Equipment	\$474.00
Waxie	Supplies	\$222.45
Webb, Regina	Services	\$175.00
Weed Management Solutions	Contract	\$11,137.50

Williams, Penny	Services	\$175.00
Willow Street Rentals	Housing Assistance	\$1,036.00
Wyoming Analytical Labs	Testing	\$1,110.00
Wyoming Machinery	Parts	\$194.50
Wyoming Planning Association	Membership	\$55.00
Wyoming Work Warehouse	Uniforms	\$1,762.12
Young-at-Heart Sr Cit Cnt	Budget Appropriation	\$3,159.00
	Total	\$709,546.10

Report Checks for August 22, 2018

Employee Garnishments	Employee Deductions	\$735.95
Internal Revenue Service	Electronic Fund Transfer	\$156,663.26
AXA - Equitable	Employee Deferred	\$137.50
ICMA	Electronic Fund Transfer	\$2,734.66
Nationwide Insurance	Employee Deferred	\$370.00
Waddell and Reed	Employee Deferred	\$925.00
Waddell and Reed	Section 529 Plan	\$775.00
Great West Retirement	Employee Deferred	\$8,057.50
Great West Retirement	Post Tax	\$200.00
Sweetwater Federal Credit Union	Employee Deductions	\$3,050.00
Flexible Spending Account/BCBS	Employee BCBS Flexshare	\$6,836.61
Wyoming Child Support	Child Support Payments	\$3,707.50
	Total	\$184,192.98

Moved by Councilor Wendorf, seconded by Councilor Tate to approve the bills and claims for September 4, 2018. Motion carried unanimously.

Salaries for August 22, 2018: \$699,319.89

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

NEW BUSINESS

Request from the Rock Springs Housing Authority for permission to call for bids for Fire and Extended Coverage and Boiler Insurance Coverage for the Housing Authority's Public Housing apartments and buildings

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

Request from the Engineering and Operations Department for permission to bid a 1 Ton Pickup for the Water Division

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

Request from the Parks and Recreation Department for permission to apply for three grants from the Sweetwater County Joint Travel & Tourism Board for upcoming events to include: the Wind & Mud Hockey Tournament, the Drop In Hockey Tournament, and the December Dunk Basketball Tournament

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

Request from the Wild Horse Saloon for a Liquor Catering Permit for the High Desert Human Resources Association's Life Rolls on Benefit on September 20, 2018, from 6:30 p.m.—midnight at the Sweetwater Events Complex (requires approval by Green River City Council)

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

Request from Lew's, Inc. for a Liquor Catering Permit for the Genesis Service Awards Banquet on September 26, 2018, from 4 p.m.—11 p.m. at the Bunning Freight Station

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

RESOLUTIONS

Resolution 2018-136 A RESOLUTION ACCEPTING AND APPROVING A CONTRACT BETWEEN THE CITY OF ROCK SPRINGS, WYOMING AND DEBERNARDI CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF \$405,203.00, 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 Armstrong, seconded by Councilor Shalata to approve Resolution 2018-136. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Mosbey, Shalata, Tate, Wendorf, and Halter. Motion carried, with Councilor Zotti abstaining.

Resolution 2018-137 A RESOLUTION ACCEPTING AND APPROVING A CONTRACT WITH R&D SWEEPING AND ASPHALT MAINTENANCE, LC, IN THE AMOUNT OF \$46,527.05, 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 Savage, seconded by Councilor Mosbey to approve Resolution 2018-137.
Upon roll call the following voted in favor: Councilors Armstrong, Savage, Mosbey, Shalata,
Tate, Wendorf, and Halter. Motion carried, with Councilor Zotti abstaining.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:30 p.m.

By: _____
Council President

ATTEST:

City Clerk

Mayor



City Council Agenda

Appointments



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

FROM: Kristyn Muniz, City Clerk Administrative Assistant

DATE: September 18, 2018

RE: 2018 Boards and Commissions Appointments/Reappointments

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

PARKS & RECREATION ADVISORY BOARD

Reappointment: Taucher, Kim – 1st Term (Unexpired term expires on October 8, 2018)

Reappointment: Punches-Mickelson, Darcie – 2nd term (1st term expired on September 15, 2018)



City Council Agenda

Presentations and Proclamations



Office of the Mayor
Rock Springs, Wyoming



Proclamation

WHEREAS, the City of Rock Springs is committed to ensuring the safety and security of all those living in and visiting Rock Springs. Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,735 people in the United States in 2016, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 352,000 home fires; and

WHEREAS, the majority of U.S. fire deaths (4 out of 5) occur at home each year, and the fire death rate per 1,000 home fires reported to U.S. fire departments was 10 percent higher in 2016 than in 1980; and

WHEREAS, Rock Springs residents should identify places in their home where fires can start and eliminate those hazards; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half, and Rock Springs residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, Rock Springs residents who have planned and practiced a home fire escape plan are more prepared and will, therefore, be more likely to survive a fire. Residents should listen for the sound of the smoke alarm and when it sounds, respond by going outside immediately to the designated meeting place; and

WHEREAS, Rock Springs first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education. The residents of Rock Springs are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and

WHEREAS, the 2018 Fire Prevention Week theme, "Look. Listen. Learn. Be aware – fire can happen anywhere™" effectively serves to remind us that we need to take personal steps to increase our safety from fire.

Now, Therefore, Be it Resolved, that I, Carl R. Demshar, Jr., Mayor of the City of Rock Springs, do hereby declare the week of **September 24** through **28, 2018** as:

FIRE PREVENTION WEEK

in the City of Rock Springs and urge all the people of Rock Springs to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of Rock Springs' fire and emergency services during Fire Prevention Week 2018.

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

Mayor _____

Date _____



City Council Agenda

Public Hearings

NOTICE OF PUBLIC HEARING

The City of Rock Springs will hold a Public Hearing on September 18, 2018, at 7 p.m. at the City Council Chambers, 212 D Street, Rock Springs, Wyoming. The purpose of the hearing is to re-designate an area declared be a slum area or blighted area, or a combination thereof, and appropriate for the planning and initiation of urban renewal projects. The Rock Springs Urban Renewal Agency of the City of Rock Springs, Wyoming, has provided information demonstrating that the area described as:

Beginning at the intersection of Dewar Drive and the south side Belt Route, southerly to Blair Avenue, easterly along Blair Avenue to A Street, southerly along A Street to Cedar Street, easterly along Cedar Street to D Street, northerly along D Street to 2nd Street, along 2nd Street to James Drive, easterly along James Drive to the south side Belt Route, northerly along the south side Belt Route to 9th Street, easterly along 9th Street to Interstate 80, westerly along I-80 to the Elk Street exit, westerly across Elk Street to Stagecoach Boulevard, westerly along Stagecoach Boulevard to Springs Drive, southerly along Springs Drive to Elk Street, southerly along Elk Street to the Bitter Creek Stream Channel, southerly along the Bitter Creek Stream Channel to Dewar Drive, westerly along Dewar Drive to the intersection with the South Side Belt Route.

Whereas, on or about the 7th day of February, 2006 pursuant to the provisions of W.S. § 15-9-107, the Governing Body of the City of Rock Springs, Wyoming, in Resolution 2006-16, determined the area described above to be a slum area or blighted area or a combination thereof, as defined by W.S. §§ 15-9-103 (a)(iii) and (xvi) and appropriate for an urban renewal project. Interested persons are invited to attend and comment on the re-designation. Comments may be submitted in writing prior to the meeting. Send comments to Matthew L. McBurnett, City Clerk, 212 D Street, Rock Springs, Wyoming, 82901.

Matthew L. McBurnett, City Clerk
City of Rock Springs

PUBLISH: September 11, 2018



City Council Agenda

Petitions



City Council Agenda

Officer and Staff Reports

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

Revenues	August MTD \$3,180,546.65	Actual YTD \$6,347,371.86	%Rec YTD 20.34%	Annual Budgeted \$ 31,212,845.56	YTD Budgeted \$ 5,202,140.93	% Bud 16.67%
Expenditures	\$2,383,560.23	\$6,016,244.18				
	Encumbrances	\$ 1,325,335.54	17.83%	\$ 41,177,294.97	\$ 6,862,882.50	16.67%
Net Revenues Over Expend	\$ 796,986.42	\$ (994,207.86)		\$ (9,964,449.41)	\$ (1,660,741.57)	
Cash on Hand 8-31-18		\$3,833,761.97				

<u>General Fund Investments</u>		<u>Maturity Date</u>	<u>Rate</u>
Commerce Bank	\$ 1,000,000.00	9/26/2018	1.49%
Commerce Bank	\$ 1,000,000.00	10/28/2018	0.75%
Federal Home Ln Mtg Corp	\$ 489,830.00	11/24/2021	
Federal Home Loan Banks	\$ 388,172.00	10/26/2020	
CDs Insured To FDIC Limits	\$ 1,579,764.26	Various	
1st Bank North Side	\$ 3,500,000.00	2/12/2019	1.20%
Total Investments	\$ 7,957,766.26		
Total Pledged Collateral	\$ 65,830,084.29		

<u>Cash Reserve Investments</u>		
CDs Insured To FDIC Limits -	\$ 580,700.19	Various
Piper Jaffray Money Market	\$ 119,540.69	
Federal Farm Credit Bank 4/25/22	\$ 484,180.00	4/25/2022
Federal National Mtg Assn 4/28/2021	\$ 485,925.00	4/28/2021
Federal Home Loan Bank 10/22/18	\$ 499,295.00	10/22/2018
Federal Home Loan Bank 9/25/2019	\$ 296,835.00	9/25/2019
Federal Home Loan Bank 9/25/2020	\$ 294,468.00	9/25/2020
Federal Home Ln Mtg 11/15/2022	\$ 485,235.00	11/15/2022
Cash Reserve - Cash	\$ 6,249,656.44	
Total Cash & Investments in Cash Reserve	\$ 9,495,835.32	

City of Rock Springs

Budget Revenue Report

To Date: 08/31/2018

From Account:

To Account:

Run Date: 09/14/2018

User: alex_visser

Report by: Fund, Class

Segments	YTD Budget	Total Budget	MTD Rev.	YTD Rev.	YTD Variance	YTD %	Total Variance	Total %
110 : General Fund								
Taxes :	3,055,250.00	3,055,250.00	20,731.61	226,934.88	2,828,315.12	92.57%	2,828,315.12	92.57%
Licenses & Permits :	488,100.00	488,100.00	23,998.00	47,650.00	440,450.00	90.24%	440,450.00	90.24%
Miscellaneous Revenues :	1,230,310.00	1,230,310.00	169,617.90	294,699.73	935,610.27	76.05%	935,610.27	76.05%
Intergovernmental Revenue :	24,478,435.56	24,478,435.56	2,769,271.07	5,391,911.08	19,086,524.48	77.97%	19,086,524.48	77.97%
Charges for Services :	1,432,750.00	1,432,750.00	140,967.27	277,448.47	1,155,301.53	80.64%	1,155,301.53	80.64%
Fines & Forfeitures :	343,500.00	343,500.00	41,961.72	80,729.54	262,770.46	76.50%	262,770.46	76.50%
Transfers :	184,500.00	184,500.00	13,999.08	27,998.16	156,501.84	84.82%	156,501.84	84.82%
SubTotal : 110 : General Fund	31,212,845.56	31,212,845.56	3,180,546.65	6,347,371.86	24,865,473.70	79.66%	24,865,473.70	79.66%
112 : Road Impact Fee Fund								
Miscellaneous Revenues :	200.00	200.00	1,940.83	1,940.83	-1,740.83	-870.42%	-1,740.83	-870.42%
Charges for Services :	100.00	100.00	0.00	0.00	100.00	100.00%	100.00	100.00%
SubTotal : 112 : Road Impact Fee Fund	300.00	300.00	1,940.83	1,940.83	-1,640.83	-546.94%	-1,640.83	-546.94%
113 : Health Insurance Fund								
Miscellaneous Revenues :	4,492,300.00	4,492,300.00	327,178.41	724,538.47	3,767,761.53	83.87%	3,767,761.53	83.87%
SubTotal : 113 : Health Insurance Fund	4,492,300.00	4,492,300.00	327,178.41	724,538.47	3,767,761.53	83.87%	3,767,761.53	83.87%
115 : Reserves For General Fund								
Transfers :	185,000.00	185,000.00	0.00	0.00	185,000.00	100.00%	185,000.00	100.00%
SubTotal : 115 : Reserves For General Fund	185,000.00	185,000.00	0.00	0.00	185,000.00	100.00%	185,000.00	100.00%
130 : Sewer Fund								
Miscellaneous Revenues :	83,475.00	83,475.00	16,669.91	23,822.08	59,652.92	71.46%	59,652.92	71.46%
Intergovernmental Revenue :	483,595.49	483,595.49	1,894.69	6,420.86	477,174.63	98.67%	477,174.63	98.67%
Charges for Services :	4,811,000.00	4,811,000.00	378,150.66	1,196,600.85	3,614,399.15	75.13%	3,614,399.15	75.13%
Fines & Forfeitures :	500.00	500.00	0.00	0.00	500.00	100.00%	500.00	100.00%
Transfers :	187,541.87	187,541.87	0.00	0.00	187,541.87	100.00%	187,541.87	100.00%
SubTotal : 130 : Sewer Fund	5,566,112.36	5,566,112.36	396,715.26	1,226,843.79	4,339,268.57	77.96%	4,339,268.57	77.96%
135 : Sewer Depreciation Fund								
Miscellaneous Revenues :	25,000.00	25,000.00	13,448.36	5,795.41	19,204.59	76.82%	19,204.59	76.82%
SubTotal : 135 : Sewer Depreciation Fund	25,000.00	25,000.00	13,448.36	5,795.41	19,204.59	76.82%	19,204.59	76.82%
150 : Water Fund								
Miscellaneous Revenues :	75,675.00	75,675.00	20,100.45	25,196.78	50,478.22	66.70%	50,478.22	66.70%
Charges for Services :	6,171,080.00	6,171,080.00	935,385.04	2,643,941.52	3,527,138.48	57.16%	3,527,138.48	57.16%
SubTotal : 150 : Water Fund	6,246,755.00	6,246,755.00	955,485.49	2,669,138.30	3,577,616.70	57.27%	3,577,616.70	57.27%
155 : Water Depreciation Fund								
Transfers :	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%

Segments	YTD Budget	Total Budget	MTD Rev.	YTD Rev.	YTD Variance	YTD %	Total Variance	Total %
SubTotal : 155 : Water Depreciation Fund	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
215 : CAP Projects								
Intergovernmental Revenue :	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
SubTotal : 215 : CAP Projects	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
250 : Public Housing								
Miscellaneous Revenues :	330,300.00	330,300.00	28,217.60	58,971.73	271,328.27	82.15%	271,328.27	82.15%
Intergovernmental Revenue :	275,000.00	275,000.00	22,244.00	44,760.00	230,240.00	83.72%	230,240.00	83.72%
Transfers :	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
SubTotal : 250 : Public Housing	855,300.00	855,300.00	50,461.60	103,731.73	751,568.27	87.87%	751,568.27	87.87%
295 : Section 8 Vouchers Program								
Miscellaneous Revenues :	2,080.00	2,080.00	10.41	19.56	2,060.44	99.06%	2,060.44	99.06%
Intergovernmental Revenue :	386,000.00	386,000.00	33,653.00	64,697.00	321,303.00	83.24%	321,303.00	83.24%
SubTotal : 295 : Section 8 Vouchers Program	388,080.00	388,080.00	33,663.41	64,716.56	323,363.44	83.32%	323,363.44	83.32%
550 : Combined Improvement District Fund								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
SubTotal : 550 : Combined Improvement District Fund	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
552 : Lid #109 Bond Fund								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
SubTotal : 552 : Lid #109 Bond Fund	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
556 : Lid #118 Bond Fund								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
SubTotal : 556 : Lid #118 Bond Fund	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
559 : Lid #119 Bond Fund								
Special Assessments :	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
SubTotal : 559 : Lid #119 Bond Fund	50.00	50.00	0.00	0.00	50.00	100.00%	50.00	100.00%
Grand Total :	49,471,892.92	49,471,892.92	4,959,440.01	11,144,076.95	38,327,815.97	77.47%	38,327,815.97	77.47%

City of Rock Springs

Authorized Spending Report

To Date: 08/31/2018

From Account:

To Account:

Run Date: 09/14/2018

User: alex_visser

Report by: Fund, Division

Segments	YTD Budget	Total Budget	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	YTD Avai.	YTD %	Total Avai.	Total %
110 : General Fund										
1101 : Mayor/Council	366,220.01	366,220.01	22,073.19	42,923.58	666.00	312.31	322,318.12	88.01%	322,318.12	88.01%
1102 : City Attorney	525,550.00	525,550.00	33,964.65	69,711.74	0.00	49.14	455,789.12	86.73%	455,789.12	86.73%
1103 : Finance/Administration	1,022,450.00	1,022,450.00	67,178.01	160,020.80	0.00	52,252.77	810,176.43	79.24%	810,176.43	79.24%
1104 : City Buildings	404,010.00	404,010.00	26,458.90	39,080.15	0.00	0.00	364,929.85	90.33%	364,929.85	90.33%
1105 : Municipal Court	376,932.99	376,932.99	24,865.67	47,504.62	0.00	223.17	329,205.20	87.34%	329,205.20	87.34%
1106 : Urban Renewal/Main Street	289,350.00	289,350.00	23,805.10	42,445.00	0.00	13,850.00	233,055.00	80.54%	233,055.00	80.54%
1107 : Information Technology	798,215.00	798,215.00	89,542.71	157,381.65	0.00	30,706.00	610,127.35	76.44%	610,127.35	76.44%
1109 : Human Resources	179,577.00	179,577.00	25,806.95	37,374.42	0.00	0.00	142,202.58	79.19%	142,202.58	79.19%
1201 : Police Department	8,794,583.63	8,794,583.63	543,946.95	1,198,189.71	450.00	12,382.56	7,583,561.36	86.23%	7,583,561.36	86.23%
1202 : Animal Control	406,350.00	406,350.00	31,575.54	60,998.10	0.00	0.00	345,351.90	84.99%	345,351.90	84.99%
1204 : Emergency Management	251,720.00	251,720.00	5,429.83	20,466.20	0.00	0.00	231,253.80	91.87%	231,253.80	91.87%
1205 : Fire Department	5,279,000.42	5,279,000.42	439,336.85	931,648.04	0.00	9,036.08	4,338,316.30	82.18%	4,338,316.30	82.18%
1301 : Administration/Engineering	908,562.91	908,562.91	42,824.01	92,646.61	0.00	155,631.67	660,284.63	72.67%	660,284.63	72.67%
1303 : Street Department	6,147,166.68	6,147,166.68	134,246.18	638,006.01	0.00	549,995.84	4,959,164.83	80.67%	4,959,164.83	80.67%
1304 : Cemetery	923,712.00	923,712.00	59,468.95	123,318.76	12,900.00	141,716.74	645,776.50	69.91%	645,776.50	69.91%
1401 : Parks	1,260,009.08	1,260,009.08	149,734.05	228,474.89	3,500.00	20.36	1,028,013.83	81.59%	1,028,013.83	81.59%
1402 : Golf Course	1,794,053.74	1,794,053.74	186,592.32	329,758.17	0.00	20,875.27	1,443,420.30	80.46%	1,443,420.30	80.46%
1404 : Civic Center	1,338,951.00	1,338,951.00	92,267.41	223,055.93	2,800.00	888.43	1,112,206.64	83.07%	1,112,206.64	83.07%
1405 : Indoor Recreation Center	2,823,853.30	2,823,853.30	220,387.27	432,823.22	0.00	40,789.77	2,350,240.31	83.23%	2,350,240.31	83.23%
1501 : Non-Departmental	5,627,846.08	5,627,846.08	34,899.69	872,052.07	0.00	279,995.84	4,475,798.17	79.53%	4,475,798.17	79.53%
1901 : Public Services Administration/Planning	364,757.00	364,757.00	29,853.37	55,765.01	0.00	16,377.81	292,614.18	80.22%	292,614.18	80.22%
1902 : Building Inspections	417,050.00	417,050.00	34,074.31	73,017.14	0.00	52.33	343,980.53	82.48%	343,980.53	82.48%
1903 : Vehicle Maintenance	649,330.00	649,330.00	49,373.22	107,281.38	0.00	179.45	541,869.17	83.45%	541,869.17	83.45%
3401 : RS Historical Museum	228,044.13	228,044.13	15,855.10	32,300.98	0.00	0.00	195,743.15	85.84%	195,743.15	85.84%
SubTotal : 110 : General Fund	41,177,294.97	41,177,294.97	2,383,560.23	6,016,244.18	20,316.00	1,325,335.54	33,815,399.25	82.12%	33,815,399.25	82.12%
112 : Road Impact Fee Fund										
1702 : Capital Improvements Street Construction	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	100.00%	20,000.00	100.00%

Segments	YTD Budget	Total Budget	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	YTD Avai.	YTD %	Total Avai.	Total %
SubTotal : 112 : Road Impact Fee Fund	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	100.00%	20,000.00	100.00%
113 : Health Insurance Fund										
1801 : Health Insurance	4,285,000.00	4,285,000.00	298,085.76	756,846.90	0.00	0.00	3,528,153.10	82.34%	3,528,153.10	82.34%
SubTotal : 113 : Health Insurance Fund	4,285,000.00	4,285,000.00	298,085.76	756,846.90	0.00	0.00	3,528,153.10	82.34%	3,528,153.10	82.34%
120 : Governmental Capital Assets										
0000 : No Division	0.00	0.00	-5,495.00	-66,386.00	0.00	0.00	66,386.00	0.00%	66,386.00	0.00%
SubTotal : 120 : Governmental Capital Assets	0.00	0.00	-5,495.00	-66,386.00	0.00	0.00	66,386.00	0.00%	66,386.00	0.00%
130 : Sewer Fund										
1108 : Sewer/Water Administration	286,800.00	286,800.00	29,268.01	46,465.92	0.00	205.12	240,128.96	83.73%	240,128.96	83.73%
1601 : Wastewater Treatment Plant	6,587,986.88	6,587,986.88	234,917.76	574,915.43	0.00	867,279.52	5,145,791.93	78.11%	5,145,791.93	78.11%
SubTotal : 130 : Sewer Fund	6,874,786.88	6,874,786.88	264,185.77	621,381.35	0.00	867,484.64	5,385,920.89	78.34%	5,385,920.89	78.34%
150 : Water Fund										
1108 : Sewer/Water Administration	4,333,300.00	4,333,300.00	515,392.39	531,442.33	0.00	205.11	3,801,652.56	87.73%	3,801,652.56	87.73%
3302 : Water Operations & Maintenance	8,082,524.55	8,082,524.55	139,278.74	294,349.53	0.00	685,061.22	7,103,113.80	87.88%	7,103,113.80	87.88%
SubTotal : 150 : Water Fund	12,415,824.55	12,415,824.55	654,671.13	825,791.86	0.00	685,266.33	10,904,766.36	87.83%	10,904,766.36	87.83%
215 : CAP Projects										
3525 : CAP Projects	250,000.00	250,000.00	0.00	0.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
SubTotal : 215 : CAP Projects	250,000.00	250,000.00	0.00	0.00	0.00	0.00	250,000.00	100.00%	250,000.00	100.00%
250 : Public Housing										
3501 : Public Housing Administration	430,995.00	430,995.00	31,644.28	52,978.33	0.00	0.00	378,016.67	87.71%	378,016.67	87.71%
3502 : Public Housing Maintenance	424,305.00	424,305.00	29,006.57	56,213.17	0.00	688.72	367,403.11	86.59%	367,403.11	86.59%
SubTotal : 250 : Public Housing	855,300.00	855,300.00	60,650.85	109,191.50	0.00	688.72	745,419.78	87.15%	745,419.78	87.15%
295 : Section 8 Vouchers Program										
3508 : Section 8 Vouchers Program	388,080.00	388,080.00	27,687.31	85,869.38	0.00	1,098.00	301,112.62	77.59%	301,112.62	77.59%
SubTotal : 295 : Section 8 Vouchers Program	388,080.00	388,080.00	27,687.31	85,869.38	0.00	1,098.00	301,112.62	77.59%	301,112.62	77.59%
Grand Total :	66,266,286.40	66,266,286.40	3,683,346.05	8,348,939.17	20,316.00	2,879,873.23	55,017,158.00	83.02%	55,017,158.00	83.02%

[illegible]

Health Insurance Claims
For the Period March 1, 2018 through February 28, 2019

Date	Institutional	Professional	Dental	Vision	Drug	Rx Wyo Rebate	Total
3/7/2018	13,288.52	14,826.31	6,070.56	645.00	6,093.57		40,923.96
3/14/2018	11,851.35	10,429.41	2,272.40	375.00	1,439.52		26,367.68
3/21/2018	11,068.18	-43.00	2,669.60	0.00	-35.57		13,659.21
3/28/2018	998.63	0.00	3,687.31	0.00	0.00	-25,788.33	-21,102.39
4/4/2018	0.00	0.00	4,793.56	0.00	32,817.90		37,611.46
4/11/2018	145.74	428.10	4,808.10	0.00	8,484.49		13,866.43
4/18/2018	211.64	0.00	2,921.50		10,597.91		13,731.05
4/25/2018	0.00	43.00	5,073.90		4,264.49		9,381.39
5/2/2018	2,482.31	102,652.69	1,357.60	1,294.06	5,579.62		113,366.28
5/9/2018	59,969.00	73,218.63	3,414.30	2,973.51	4,444.06		144,019.50
5/16/2018	347,087.25	29,810.73	4,006.10	1,040.00	9,221.31		391,165.39
5/23/2018	101,540.97	12,547.57	4,603.13	280.00	6,511.06		125,482.73
5/30/2018	32,851.54	16,902.03	1,984.90	923.00	5,971.73		58,633.20
6/6/2018	48,950.77	34,794.90	1,916.80	590.00	5,126.79		91,379.26
6/13/2018	18,191.36	39,140.05	2,541.20	160.00	7,010.24		67,042.85
6/20/2018	11,333.01	24,195.80	3,689.80	419.00	10,122.24		49,759.85
6/27/2018	93,751.94	17,744.59	2,657.67	551.33	8,466.07	-14,983.36	108,188.24
7/4/2018	37,782.73	21,629.82	2,030.05	80.00	3,241.69		64,764.29
7/11/2018	13,018.97	16,413.24	3,594.20	380.34	9,881.29		43,288.04
7/18/2018	24,638.89	14,677.29	4,320.86	283.00	8,409.78		52,329.82
7/25/2018	22,537.62	128,585.08	1,239.00	240.00	4,993.00		157,594.70
8/1/2018	11,973.18	23,431.28	3,177.20	295.00	2,890.16		41,766.82
8/8/2018	4,517.37	18,749.65	2,993.20	240.00	3,930.15		30,430.37
8/15/2018	35,196.15	11,114.03	3,512.36	0.00	8,954.74		58,777.28
8/22/2018	1,614.20	22,912.64	1,149.87	160.00	4,369.66		30,206.37
8/29/2018	46,592.68	10,610.05	5,774.80	1,055.00	4,278.79		68,311.32
9/5/2018							0.00
9/12/2018							0.00
9/19/2018							0.00
9/26/2018							0.00
10/3/2018							0.00
10/10/2018							0.00
10/17/2018							0.00
10/24/2018							0.00
10/31/2018							0.00
11/7/2018							0.00
11/14/2018							0.00
11/21/2018							0.00
11/28/2018							0.00
12/5/2018							0.00
12/12/2018							0.00
12/19/2018							0.00
12/26/2018							0.00
1/2/2019							0.00
1/9/2019							0.00
1/16/2019							0.00
1/23/2019							0.00
1/30/2019							0.00
2/6/2019							0.00
2/13/2019							0.00
2/20/2019							0.00
2/27/2019							0.00
Total	951,594.00	644,813.89	86,259.97	11,984.24	177,064.69	-40,771.69	1,830,945.10

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09/09/18

Accrual Basis

Rock Springs Renewal Fund
Balance Sheet
As of July 31, 2018

	Jul 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Bank - Petty Cash	500.00
BnB - RMB	8,838.35
RSRF - Commerce Bank	5,530.71
RSRF - RSNB	3,674.86
Theater - 1st Bank	360.29
Total Checking/Savings	18,904.21
Total Current Assets	18,904.21
Fixed Assets	
Accumulated Depreciation	-171.00
Building Improvements	17,775.00
Total Fixed Assets	17,604.00
TOTAL ASSETS	36,508.21
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Rental Assistance Grants - Paya	1,275.00
Total Other Current Liabilities	1,275.00
Total Current Liabilities	1,275.00
Total Liabilities	1,275.00
Equity	
Unrestricted Net Assets	52,102.85
Net Income	-16,869.64
Total Equity	35,233.21
TOTAL LIABILITIES & EQUITY	36,508.21

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09/09/18

Accrual Basis

Rock Springs Renewal Fund

Profit & Loss YTD Comparison

July 2018

	Jul 18	Jan - Jul 18
Ordinary Income/Expense		
Income		
Credit Card Income	439.48	454.06
Donations	0.00	13,595.75
Fundraising Income	8,910.00	17,126.49
Grants	1,360.00	26,282.59
Other Income	3,247.37	17,339.75
Rent Income	0.00	1,324.75
Theater Income	0.00	3,650.06
Venue Deposit/Reimbursement	-4,050.00	-8,528.00
Total Income	9,906.85	71,245.45
Expense		
Accounting Fees	0.00	900.00
Advertising	605.18	3,790.42
Bank Service Fees	0.00	20.00
Conference, Convention, Meeting	0.00	100.00
Contract Service	474.00	8,392.31
Dues & Subscriptions	0.00	225.00
Fundraising Expense	1,367.42	20,397.41
Insurance	1,292.00	1,292.00
Museum Expense	0.00	3,465.00
Office	31.49	645.51
Postage, Mailing Service	0.00	275.00
Printing and Copying	2,597.32	3,181.41
Rent	0.00	2,200.00
Repairs & Maintenance	0.00	478.32
Supplies	602.02	6,906.10
Taxes & Licenses	24.45	711.70
Theater Expenses	71.85	12,153.35
Travel & Entertainment		
Hotel/Motel	0.00	350.00
Meals	0.00	390.65
Travel & Entertainment - Other	0.00	1,659.04
Total Travel & Entertainment	0.00	2,399.69
Webpage	0.00	348.96
Total Expense	7,065.73	67,882.18
Net Ordinary Income	2,841.12	3,363.27
Other Income/Expense		
Other Income		
Interest Income	1.01	7.55
Total Other Income	1.01	7.55
Other Expense		
Facade Grants	500.00	12,360.05
Other Grants	1,800.00	7,880.41
Total Other Expense	2,300.00	20,240.46
Net Other Income	-2,298.99	-20,232.91
Net Income	542.13	-16,869.64



City Council Agenda

Bills and Claims

City of Rock Springs Open Item Listing

Run Date: 09/14/2018 User: sam_michel

Status: POSTED Due Date: 09/18/2018
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] 84 : ACE HARDWARE 2264.98	August Purchases	119-001126	19-000821	09/18/2018	1	Cemetery- Parts & Supplies	110-13-1304-404310	\$ 20.33
	August Purchases	119-001126	19-000821	09/18/2018	1	Cemetery- Parts & Supplies	110-13-1304-406125	\$ 4.59
	August Purchases	119-001126	19-000821	09/18/2018	2	City Buildings- Parts & Supplies	110-11-1104-406120	\$ 122.73
	August Purchases	119-001126	19-000821	09/18/2018	3	Civic- Parts & Supplies	110-14-1404-404310	\$ 70.88
	August Purchases	119-001126	19-000821	09/18/2018	3	Civic- Parts & Supplies	110-14-1404-406120	\$ 84.96
	August Purchases	119-001126	19-000821	09/18/2018	4	FRC- Parts & Supplies	110-14-1405-406120	\$ 145.45
	August Purchases	119-001126	19-000821	09/18/2018	5	Fire- Parts & Supplies	110-12-1205-406130	\$ 34.99
	August Purchases	119-001126	19-000821	09/18/2018	6	Golf- Parts & Supplies	110-14-1402-404310	\$ 99.96
	August Purchases	119-001126	19-000821	09/18/2018	6	Golf- Parts & Supplies	110-14-1402-406120	\$ 6.99
	August Purchases	119-001126	19-000821	09/18/2018	7	Housing- Parts & Supplies	250-35-3502-406120	\$ 112.20
	August Purchases	119-001126	19-000821	09/18/2018	8	Parks- Parts & Supplies	110-14-1401-404310	\$ 79.91
	August Purchases	119-001126	19-000821	09/18/2018	8	Parks- Parts & Supplies	110-14-1401-406120	\$ 78.90
	August Purchases	119-001126	19-000821	09/18/2018	8	Parks- Parts & Supplies	110-14-1401-406125	\$ 9.99
	August Purchases	119-001126	19-000821	09/18/2018	8	Parks- Parts & Supplies	110-14-1401-406130	\$ 68.46
	August Purchases	119-001126	19-000821	09/18/2018	9	Street- Parts & Supplies	110-13-1303-406130	\$ 270.27
	August Purchases	119-001126	19-000821	09/18/2018	10	Garage- Parts & Supplies	110-19-1903-406120	\$ 20.46
	August Purchases	119-001126	19-000821	09/18/2018	11	WRF- Parts & Supplies	130-16-1601-406120	\$ 241.40
	August Purchases	119-001126	19-000821	09/18/2018	11	WRF- Parts & Supplies	130-16-1601-406125	\$ 66.39
	August Purchases	119-001126	19-000821	09/18/2018	12	Water- Parts & Supplies	150-33-3302-406120	\$ 676.14
	August Purchases	119-001126	19-000821	09/18/2018	12	Water- Parts & Supplies	150-33-3302-406125	\$ 49.98
[VENDOR] 24514 : ADIDAS AMERICA, INC.	6175651481-001	119-001043	18-003673	09/18/2018	1	special order porky jones	110-14-1402-406133	\$ 88.42
[VENDOR] 4 : ADVANCED TELE SYSTEMS	11007	119-000895	19-000700	09/18/2018	1	Phone maintenance	130-16-1601-404301	\$ 40.00
[VENDOR] 74 : AIRGAS INTERMOUNTAIN 1054.59	FRC 9500484800	119-001044	19-000744	09/18/2018	1	Nitrogen	110-14-1405-406120	\$ 192.37
	9500484800	119-001127	19-000825	09/18/2018	1	Fire- safety glasses, inv 9500484800	110-12-1205-406130	\$ 118.39
	9500484800	119-001127	19-000825	09/18/2018	2	Golf- Tank Rental inv 9500484800	110-14-1402-406120	\$ 68.90
	9500484800	119-001127	19-000825	09/18/2018	3	WRF- Cylinder rental,	130-16-1601-406130	\$ 14.75
	9500484800	119-001127	19-000825	09/18/2018	4	Fire- Cylinder rental	110-12-1205-406130	\$ 14.75
	9500979377	119-001128	19-000825	09/18/2018	1	Fire- Oxygen, inv 9500979377	110-12-1205-406130	\$ 153.34
	9071914386	119-001129	19-000825	09/18/2018	1	Animal Control- Carbon monoxide, inv 9071914386	110-12-1202-406130	\$ 492.09
[VENDOR] 23792 : ALL AMERICAN SPORTS	INV-1338	119-001045	19-000811	09/18/2018	1	FOOTBALL FLAGS 20-GOLD 20-GREEN 20-ROYAL 20-RED 80.00 3.00 Tax Exempt 240.00 PEEWEE FOOTBALLS 30.00 14.00 Tax Exempt 420.00 SHIPPING 1.00 25.00 Tax Exempt 25.00	110-14-1404-406130	\$ 685.00
[VENDOR] 24448 : ALL WEST COMMUNICATIONS 255.92	2534100 SEPT	119-001046	19-000323	09/18/2018	1	Three months of service	110-14-1404-404101	\$ 69.95
	2533800 SEPT	119-001047	19-000293	09/18/2018	1	TV bills	110-14-1405-404101	\$ 69.95

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	2316200 SEPT	119-001048	19-000777	09/18/2018	1	Cable bill September	110-14-1402-404101	\$ 85.95
	2627700 SEPT	119-001049	19-000331	09/18/2018	1	Monthly TV Service for City Hall	110-11-1101-403220	\$ 30.07
[VENDOR] 24356 : ALLIANCE PHYSICAL THERAPY, INC.	1770	119-001013	19-000750	09/18/2018	1	Fit for Duty Return to work - Forrest	110-12-1205-402203	\$ 175.00
[VENDOR] 23520 : ALPINE PURE BOTTLED WATER	99811	119-000896	19-000699	09/18/2018	1	Water and cooler rent	130-16-1601-406130	\$ 29.00
38.00	99760	119-001050	19-000740	09/18/2018	1	Warm/Cold Cooler rental. Inv. 99760.	110-11-1102-406001	\$ 9.00
[VENDOR] 3526 : ALSICO-AMERICAN LINEN	August 2018	119-001130	19-000823	09/18/2018	1	City Buildings	110-11-1104-404600	\$ 345.59
2369.24	August 2018	119-001130	19-000823	09/18/2018	2	Police Dept.	110-12-1201-406130	\$ 263.53
	August 2018	119-001130	19-000823	09/18/2018	3	Animal Control	110-12-1202-406130	\$ 69.30
	August 2018	119-001130	19-000823	09/18/2018	4	Streets	110-13-1303-404600	\$ 403.40
	August 2018	119-001130	19-000823	09/18/2018	5	Shop	110-19-1903-404600	\$ 369.32
	August 2018	119-001130	19-000823	09/18/2018	6	Cemetery	110-13-1304-404600	\$ 134.18
	August 2018	119-001130	19-000823	09/18/2018	7	Golf Course	110-14-1402-404600	\$ 48.52
	August 2018	119-001130	19-000823	09/18/2018	8	WWTP	130-16-1601-404600	\$ 561.10
	August 2018	119-001130	19-000823	09/18/2018	9	Water Operations	150-33-3302-404600	\$ 123.90
	August 2018	119-001130	19-000823	09/18/2018	10	Civic Center	110-14-1404-404600	\$ 50.40
[VENDOR] 24323 : ARROW INTERNATIONAL, INC.	9500500795	119-001051	19-000648	09/18/2018	1	EZ-IO 45 mm Intracaseous needles (5 pack)	110-12-1205-406130	\$ 1,115.50
[VENDOR] 20301 : AUTO PARTS UNLIMITED	8/31/18 STMT	119-001014	19-000785	09/18/2018	1	Cemetery- Misc filters August	110-13-1304-406125	\$ 162.63
2307.93	8/31/18 STMT	119-001014	19-000785	09/18/2018	2	Engineering- Oil filter 8/1/18	110-13-1301-406120	\$ 4.39
	8/31/18 STMT	119-001014	19-000785	09/18/2018	3	FRC- Oil Filters August	110-14-1405-406120	\$ 8.38
	8/31/18 STMT	119-001014	19-000785	09/18/2018	4	Fire- misc filters & wiper blades, august	110-12-1205-406125	\$ 203.35
	8/31/18 STMT	119-001014	19-000785	09/18/2018	5	Parks- Air filter & spark plugs, august	110-14-1401-406125	\$ 25.05
	8/31/18 STMT	119-001014	19-000785	09/18/2018	6	PD- filters, fans, pumps & hoses, august	110-12-1201-406125	\$ 536.94
	8/31/18 STMT	119-001014	19-000785	09/18/2018	7	Streets- filters, bulbs, fuses, switch & wipers. august	110-13-1303-406120	\$ 791.19
	8/31/18 STMT	119-001014	19-000785	09/18/2018	7	Streets- filters, bulbs, fuses, switch & wipers. august	110-13-1303-406125	\$ 117.71
	8/31/18 STMT	119-001014	19-000785	09/18/2018	8	Star bus- misc filters, august	110-19-1903-406123	\$ 32.94
	8/31/18 STMT	119-001014	19-000785	09/18/2018	9	Garage- cable lug	110-19-1903-406120	\$ 3.04
	8/31/18 STMT	119-001014	19-000785	09/18/2018	10	WRF- Misc filters, august	130-16-1601-406125	\$ 418.12
	8/31/18 STMT	119-001014	19-000785	09/18/2018	11	Water- oil filter, august	150-33-3302-406125	\$ 4.19
[VENDOR] 20708 : AUTOZONE	STMT 9/4/18	119-001052	19-000739	09/18/2018	1	Fire- spark plugs & oil, inv 1211724056, 1211724055	110-12-1205-406120	\$ 11.97
1431.23	STMT 9/4/18	119-001052	19-000739	09/18/2018	2	Fire- Food grade grease, inv 1211723618	110-12-1205-406125	\$ 121.00
	STMT 9/4/18	119-001052	19-000739	09/18/2018	3	Parks- Mirrors & radiator hose, inv 1211724033, 1211713753, 1211713727	110-14-1401-406125	\$ 106.38
	STMT 9/4/18	119-001052	19-000739	09/18/2018	4	Police- radiators, coolant reservoir, brake pads & rotors & battery. inv 1211704964, 1211710520, 1211708889, 1211712804, 1211719797	110-12-1201-406125	\$ 643.95
	STMT 9/4/18	119-001052	19-000739	09/18/2018	5	Garage-DLG Battery, inv 1211723399	110-19-1903-406120	\$ 130.99
	STMT 9/4/18	119-001052	19-000739	09/18/2018	6	Star Bus- Brake pads, caliper brackets & stereo, inv 1211723542, 1211724025, 1211715198	110-19-1903-406123	\$ 416.94
[VENDOR] 23696 : BANKS - Chad	Reimb. c.banks	119-001053	19-000752	09/18/2018	1	reimburse for purchase at Herbergers for	110-11-1106-406130	\$ 11.00

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
						store fixtures		
✓ [VENDOR] 24461 : BAXTER'S FRAME WORKS & BADGE FRAME, INC. 1775	604990	119-001054	19-000801	09/18/2018	1	Replacement engraved nameplate for K9 plaque	110-12-1201-406130	\$ 9.00
	604990	119-001054	19-000801	09/18/2018	2	Shipping	110-12-1201-406101	\$ 8.75
✓ [VENDOR] 20200 : BEACON ATHLETICS 5,586.00	0494948-IN	119-000897	19-000465	09/18/2018	1	5 gal white field paint	110-14-1401-404310	\$ 3,816.00
	0494948-IN	119-000897	19-000465	09/18/2018	2	Aerosol field paint	110-14-1401-404310	\$ 1,380.00
	0494948-IN	119-000897	19-000465	09/18/2018	3	Discount	110-14-1401-404310	\$ -200.00
	0494948-IN	119-000897	19-000465	09/18/2018	4	Freight	110-14-1401-404310	\$ 590.00
✓ [VENDOR] 18 : BENNETT PAINT AND GLASS 1,934.61	8/31/18 STMT	119-001015	19-000779	09/18/2018	1	City Buildings- Paint, brushes, & sponges. inv 65757	110-11-1104-406120	\$ 54.06
	8/31/18 STMT	119-001015	19-000779	09/18/2018	2	Housing- Plaza post paint & Glass/screen materials. inv 65758, 65826	250-35-3502-404310	\$ 1,381.08
	8/31/18 STMT	119-001015	19-000779	09/18/2018	3	Streets- paint, covers, & brushes. inv 65749, 65762, 65772, 65841	110-13-1303-406130	\$ 479.99
	8/31/18 STMT	119-001015	19-000779	09/18/2018	4	Water- Paint & brushes, inv 65815	150-33-3302-406120	\$ 19.48
✓ [VENDOR] 24003 : BINGHAM Heather	SEPT URP	119-000898	19-000707	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
✓ [VENDOR] 332 : BLOEDORN LUMBER COMPANY-RS 1,111.96	187766 august	119-001131	19-000828	09/18/2018	1	Parks- Concrete mix inv 4447534	110-14-1401-404310	\$ 240.80
	187766 august	119-001131	19-000828	09/18/2018	2	Streets- Cedar picket, inv 4425296	110-13-1303-406130	\$ 17.53
	187766 august	119-001131	19-000828	09/18/2018	3	WRF- pine, flush bolt, sealant, & caulk gun. inv 4437293, 44429640, 4446960, 4450686	130-16-1601-406120	\$ 477.92
	187766 august	119-001131	19-000828	09/18/2018	4	Water- fence parts, concrete & tie downs. inv 4473299, 4473235, 44371300	150-33-3302-406120	\$ 375.71
✓ [VENDOR] 24398 : BOAHEN Daney	SEPT URP	119-000899	19-000711	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 31.00
[VENDOR] 9000.2304 : BRIAN HARDIN	7935383	119-001009		09/18/2018	1	UB CR REFUND-99197	170-00-0000-202000	\$ 118.79
✓ [VENDOR] 20457 : BROWN BEAR CORPORATION	4650	119-000900	19-000668	09/18/2018	1	Clutch Assy	130-16-1601-406125	\$ 1,056.18
✓ [VENDOR] 24158 : C3 MANUFACTURING, LLC 655.00	2572	119-001055	19-000460	09/18/2018	1	Standard maintenance fee	110-14-1404-406130	\$ 450.00
	2572	119-001055	19-000460	09/18/2018	2	New equipment charge, if necessary	110-14-1404-406130	\$ 180.00
	2572	119-001055	19-000460	09/18/2018	3	Return shipping fees	110-14-1404-406130	\$ 25.00
✓ [VENDOR] 21598 : CALLAWAY GOLF	929558657	119-001056	19-000775	09/18/2018	1	Special order Joe Quiroz	110-14-1402-406133	\$ 444.01
[VENDOR] 9000.2301 : CARISSA OR JOSEPH LYE	7935380	119-001006		09/18/2018	1	UB CR REFUND-97870	170-00-0000-202000	\$ 100.42
✓ [VENDOR] 23651 : CASTLE CLEANING 2,050.00	6815	119-000901	19-000324	09/18/2018	1	Cleaning Services for City Hall, PD & Museum - 2 Months	110-11-1104-404310	\$ 1,900.00
	6832	119-001057	19-000754	09/18/2018	1	office cleaning for August	110-11-1106-404310	\$ 150.00
✓ [VENDOR] 21101 : CDW GOVERNMENT 660.59	NXT9879	119-000902	19-000575	09/18/2018	1	APC Smart UPS 1500VA	110-11-1107-407415	\$ 520.59
	NVZ2035	119-000903	19-000525	09/18/2018	1	Panasonic AC Adapter	110-11-1107-407415	\$ 140.00
✓ [VENDOR] 32 : CENTURY EQUIPMENT COMPANY INC	RP70514	119-001058	19-000734	09/18/2018	1	WRF- Cutting edge & combo broom, inv RP70514	130-16-1601-406120	\$ 874.76

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 23060 : CENTURYLINK 1554.04	9/13/18	119-001132	19-000832	09/18/2018	1	City Buildings	110-11-1104-405301	\$ 63.68
	9/13/18	119-001132	19-000832	09/18/2018	2	Police Department	110-12-1201-405301	\$ 559.67
	9/13/18	119-001132	19-000832	09/18/2018	3	Fire Department	110-12-1205-405301	\$ 388.09
	9/13/18	119-001132	19-000832	09/18/2018	4	Streets	110-13-1303-405301	\$ 65.72
	9/13/18	119-001132	19-000832	09/18/2018	5	Cemetery	110-13-1304-405301	\$ 38.76
	9/13/18	119-001132	19-000832	09/18/2018	6	WWTP	130-16-1601-405301	\$ 85.39
	9/13/18	119-001132	19-000832	09/18/2018	7	Water Operations	150-33-3302-405301	\$ 203.86
	9/13/18	119-001132	19-000832	09/18/2018	8	URA	110-11-1106-405301	\$ 148.87
[VENDOR] 8000.2302 : CHARLOTTE ZUCK	7935381	119-001007		09/18/2018	1	UB CR REFUND-94486	170-00-0000-202000	\$ 101.37
[VENDOR] 20213 : CHEMATOX LABORATORY INC	27411	119-001059	19-000808	09/18/2018	1	Evidence Testing R18-18213	110-12-1201-403401	\$ 362.40
[VENDOR] 9000.2307 : CHRISTOPHER OR ELIZABETH WILL	7935386	119-001012		09/18/2018	1	UB CR REFUND-99404	170-00-0000-202000	\$ 156.45
[VENDOR] 23452 : CITY AUTO DBA CARQUEST 1290.57	8/31/18 STMT	119-001147	19-000822	09/18/2018	1	Equipment Parts/Repair - Cemetery	110-13-1304-406125	\$ 230.03
	8/31/18 STMT	119-001147	19-000822	09/18/2018	2	Equipment Parts/Repair - Golf	110-14-1402-406120	\$ 159.36
	8/31/18 STMT	119-001147	19-000822	09/18/2018	2	Equipment Parts/Repair - Golf	110-14-1402-406203	\$ 71.94
	8/31/18 STMT	119-001147	19-000822	09/18/2018	3	Equipment Parts/Repair - Police	110-12-1201-406125	\$ 54.86
	8/31/18 STMT	119-001147	19-000822	09/18/2018	4	Equipment Parts/Repair - Streets	110-13-1303-406125	\$ 88.28
	8/31/18 STMT	119-001147	19-000822	09/18/2018	5	Equipment Parts/Repair - Shop	110-19-1903-406123	\$ 19.79
	8/31/18 STMT	119-001147	19-000822	09/18/2018	5	Equipment Parts/Repair - Shop	110-19-1903-406130	\$ 47.33
	8/31/18 STMT	119-001147	19-000822	09/18/2018	6	Equipment Parts/Repair - WRF	130-16-1601-406125	\$ 612.00
[VENDOR] 24600 : CIVIL AIR PATROL MAGAZINE	8/31/18 STMT	119-001147	19-000822	09/18/2018	7	Equipment Parts/Repair - Parks	110-14-1401-406125	\$ 6.98
[VENDOR] 24552 : CLARK, ASPEN M. B.	KN2325444	119-000904	19-000688	09/18/2018	1	Advertising	110-11-1101-405410	\$ 245.00
[VENDOR] 24552 : CLARK, ASPEN M. B.	SEPT URP	119-000905	19-000721	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 5.00
[VENDOR] 22870 : COBRA PUMA GOLF, INC.	X336733	119-001060	19-000770	09/18/2018	1	Special order Jim Belcher Wedge	110-14-1402-406133	\$ 71.06
[VENDOR] 22467 : CODALE ELECTRIC SUPPLY INC	S6445743.001	119-001061	19-000307	09/18/2018	1	lights and brackets	110-14-1405-404310	\$ 1,579.88
[VENDOR] 23259 : GOLD SPRING GRANITE CO	1283748	119-000906	19-000531	09/18/2018	1	This is a soul source item. this is the only manufacture that supplies this design of columbarium and they are the only buisness that is able to match the granite on our current columbarium.	110-13-1304-507407	\$ 15,350.70
[VENDOR] 45 : COPIER & SUPPLY CO. INC. OF RS 3277.51	AR19005	119-000907	19-000741	09/18/2018	1	Copies for August	250-35-3501-406001	\$ 27.53
	AR18905	119-000908	19-000723	09/18/2018	1	Toner for Copier, Inv. #AR18905	110-11-1101-406001	\$ 29.00
	AR18965	119-000909	19-000725	09/18/2018	1	Copier Maintenance Agreement, Inv. #AR18965	110-11-1103-404301	\$ 146.54
	AR19051	119-001062	19-000798	09/18/2018	1	Annual Maintenance Agreement for Copier	110-12-1201-404301	\$ 2,550.00
	AR18966	119-001063	19-000435	09/18/2018	1	Annual Contract amount for copier service	110-13-1301-404301	\$ 25.57
	AR18967	119-001064	19-000760	09/18/2018	1	Overage on color copies	130-16-1601-406001	\$ 8.87
	AR19074	119-001148	19-000830	09/18/2018	1	Maintenance Contract for Copier SAVIN/4022	130-16-1108-404301	\$ 245.00
	AR19074	119-001148	19-000830	09/18/2018	1	Maintenance Contract for Copier SAVIN/4022	150-33-1108-404301	\$ 245.00

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 9000.2269 : CORNELL NATE	7935378	119-001004		09/18/2018	1	UB CR REFUND-100943	170-00-0000-202000	\$ 70.31
[VENDOR] 19520 : CRUM ELECTRIC SUPPLY CO INC	8/31/18 STMT	119-001016	19-000784	09/18/2018	1	Golf- TR30R Fuse, inv 2009286-00	110-14-1402-406120	\$ 9.14
859.05	8/31/18 STMT	119-001016	19-000784	09/18/2018	2	Streets- 150W HPS Bulbs, inv 2005911-00	110-13-1303-406130	\$ 148.32
	8/31/18 STMT	119-001016	19-000784	09/18/2018	3	Streets- 150W HPS Ballast Kits, inv 2007938-00	110-13-1303-406130	\$ 287.48
	8/31/18 STMT	119-001016	19-000784	09/18/2018	4	Streets- 150W HPS bulbs Mogle, inv 2011371-00	110-13-1303-406130	\$ 148.32
	8/31/18 STMT	119-001016	19-000784	09/18/2018	5	Streets- 150W HPS Bulbs Medium, inv 2011371-00	110-13-1303-406130	\$ 152.04
	8/31/18 STMT	119-001016	19-000784	09/18/2018	6	WRF- THN3361R GE inv 2008021-00	130-16-1601-406120	\$ 113.75
[VENDOR] 47 : CUMMINS ROCKY MOUNTAIN LLC	024-65791,66034	119-001017	19-000787	09/18/2018	1	Filter	110-12-1205-406125	\$ 58.79
286.44	024-65791,66034	119-001017	19-000787	09/18/2018	2	Filter	110-12-1205-406125	\$ 66.43
	024-65791,66034	119-001017	19-000787	09/18/2018	3	Filter	110-12-1205-406125	\$ 151.22
	024-65791,66034	119-001017	19-000787	09/18/2018	4	Freight	110-12-1205-406125	\$ 10.00
[VENDOR] 24097 : DAVILA Josefina	SEPT URP	119-000910	19-000720	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
[VENDOR] 18684 : DEBERNARDI CONSTRUCTION CO. INC	Pay App #7	119-001018	18-001642	09/18/2018	1	2018 Concrete Replacement	110-13-1303-407109	\$ 54,000.00
48,600.00								
[VENDOR] 20375 : DELL	10266153529	119-001065	19-000551	09/18/2018	1	Optiplex 7060 with monitor	110-11-1107-407415	\$ 4,839.36
14,657.14	10266153529	119-001065	19-000551	09/18/2018	2	Latitude 14 Rugged	110-11-1107-407415	\$ 7,567.54
	10266153529	119-001065	19-000551	09/18/2018	3	Precision 5820	110-11-1107-407415	\$ 2,250.24
[VENDOR] 24592 : DIESEL LAPTOPS, LLC	22804	119-000911	19-000491	09/18/2018	1	Texa-Truck-OHW-Laptop	110-11-1107-407415	\$ 8,794.95
[VENDOR] 24402 : DOMINION ENERGY	9/13/18	119-001133	19-000833	09/18/2018	1	CITY BUILDINGS	110-11-1104-406201	\$ 27.14
1582.38	9/13/18	119-001133	19-000833	09/18/2018	2	FIRE DEPARTMENT	110-12-1205-406201	\$ 90.30
	9/13/18	119-001133	19-000833	09/18/2018	3	STREETS DEPT	110-13-1303-406201	\$ 76.75
	9/13/18	119-001133	19-000833	09/18/2018	4	CEMETERY	110-13-1304-406201	\$ 12.12
	9/13/18	119-001133	19-000833	09/18/2018	5	PARKS	110-14-1401-406201	\$ 81.09
	9/13/18	119-001133	19-000833	09/18/2018	6	CIVIC CENTER	110-14-1404-406201	\$ 1,259.95
	9/13/18	119-001133	19-000833	09/18/2018	7	WATER DEPT	150-33-3302-406201	\$ 35.03
[VENDOR] 21866 : DXP ENTERPRISES, INC.	49899125	119-000912	19-000695	09/18/2018	1	WRF- ISC Repair, inv 49899125	130-16-1601-406120	\$ 172.06
521.90	49822079	119-000913	19-000695	09/18/2018	1	WRF- GAS inv 49822079	130-16-1601-406120	\$ 349.84
[VENDOR] 23865 : EIKANGER Danni	SEPT URP	119-000914	19-000719	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
[VENDOR] 24554 : ELWOOD STAFFING SERVICES, INC.	1857374	119-000915	19-000679	09/18/2018	1	Temp Staff N. Stotts Week Ending 8/26/2018	110-11-1101-403310	\$ 825.20
2,208.40	1857375	119-000916	19-000672	09/18/2018	1	Sam Filler week ending 8/26/2018	250-35-3502-404310	\$ 558.00
	1857802	119-001019	19-000817	09/18/2018	1	Temp Staff N. Stotts, Week ending 9/02/18	110-11-1101-403310	\$ 825.20
[VENDOR] 21245 : ENERGY MANAGEMENT	99428	119-000917	18-003107	09/18/2018	1	Electrical maintenance at gateway pumphouse	150-33-3302-406130	\$ 1,680.00
6840.00	99428	119-000917	18-003107	09/18/2018	2	Electrical maintenance and pump alignment at college pump house	150-33-3302-406130	\$ 5,160.00
[VENDOR] 23274 : ENNIS-FLINT INC.	227146	119-001066	19-000746	09/18/2018	1	PM125WH Q30' BD 18" WHITE LINE	110-13-1303-406130	\$ 3,451.60
4,711.17								

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	227146	119-001066	19-000746	09/18/2018	2	PM125WH Q2 VG 40' HANDICAP SYMBOL	110-13-1303-406130	\$ 355.94
	227146	119-001066	19-000746	09/18/2018	3	PM125WH Q2 BD 8' LFT TURN ARW	110-13-1303-406130	\$ 239.98
	227146	119-001066	19-000746	09/18/2018	4	PM125WH Q2 BD 8' RGT TURN ARW	110-13-1303-406130	\$ 239.98
	227146	119-001066	19-000746	09/18/2018	5	FREIGHT	110-13-1303-406130	\$ 423.67
[VENDOR] 21328 : ENVIRONMENTAL EXPRESS INC 504.17	1000522336	119-001067	19-000646	09/18/2018	1	#MMTEC12 E-coli plates	130-16-1601-406130	\$ 218.10
	1000522336	119-001067	19-000646	09/18/2018	2	##F92447MM TSS filters	130-16-1601-406130	\$ 233.76
	1000522551	119-001068	19-000646	09/18/2018	1	Shipping	130-16-1601-406130	\$ 52.31
[VENDOR] 20859 : EQUIFAX CREDIT INFORMATION SERV., LLC	5005333	119-001069	19-000796	09/18/2018	1	Membership Fees	110-12-1201-403220	\$ 84.56
[VENDOR] 23459 : ERIC F PHILLIPS LAW OFFICE	August Legal Fees	119-000918	19-000664	09/18/2018	1	Court Appointed Legal Fees for: Loprenzo Hardy CR-2018-0207 Hayley Fennell CR-2018-0162 Jordyn Pivic CR-2018-0248	110-11-1105-403302	\$ 400.00
[VENDOR] 9000.2306 : ERIN SCHREURS	7935385	119-001011		09/18/2018	1	UB CR REFUND-97771	170-00-0000-202000	\$ 133.73
[VENDOR] 20278 : FASTENAL COMPANY 447.75	WYROC164338	119-001070	19-000729	09/18/2018	1	Parks- Face Shields, WYROC164338	110-14-1401-406120	\$ 136.71
	WYROC164124	119-001071	19-000729	09/18/2018	1	WRF- S/S Trubolt, inv WYROC164124	130-16-1601-406120	\$ 63.64
	WYROC163960	119-001072	19-000729	09/18/2018	1	WRF- DF eye nut, inv WYROC163960	130-16-1601-406120	\$ 27.36
	WYROC163947	119-001073	19-000729	09/18/2018	1	WRF- B7 T-rod, inv WYROC163947	130-16-1601-406120	\$ 13.35
	WYROC164993	119-001074	19-000729	09/18/2018	1	WRF- 5/8"x3' bolt, inv WYROC164993	130-16-1601-406125	\$ 5.24
	WYROC165006	119-001075	19-000729	09/18/2018	1	WRF- M10-1.75x110mm Inv WYROC165006	130-16-1601-406125	\$ 3.00
	WYROC164340	119-001076	19-000729	09/18/2018	1	Fire- Heat shrink, inv WYROC164340	110-12-1205-406125	\$ 28.16
	WYROC164078	119-001077	19-000729	09/18/2018	1	Streets- bolts & nylock, inv WYROC164078	110-13-1303-406125	\$ 7.53
	WYROC164462	119-001078	19-000729	09/18/2018	1	Streets- Bolts, nuts, & washers, inv WYROC164462	110-13-1303-406120	\$ 19.77
	WYROC164492	119-001079	19-000729	09/18/2018	1	Streets- Bolts, nuts & washers, inv WYROC164492	110-13-1303-406125	\$ 23.68
	WYROC164632	119-001080	19-000729	09/18/2018	1	FRC- bolts, washers, nuts & lock washers, inv WYROC164632	110-14-1405-406120	\$ 63.21
	WYROC164180	119-001081	19-000729	09/18/2018	1	Golf- Bolts & nylock inv WYROC164180	110-14-1402-406120	\$ 10.00
	WYROC163886	119-001082	19-000729	09/18/2018	1	Golf- Lock washer & drill bit, inv WYROC163886	110-14-1402-406120	\$ 38.82
	WYROC164553	119-001083	19-000729	09/18/2018	1	Golf- nuts & bolts, inv WYROC164553	110-14-1402-406120	\$ 7.28
[VENDOR] 19589 : FIRE ENGINEERING	264951, 3year	119-001020	19-000768	09/18/2018	1	3-year renewal Fire Engineering Magazine	110-12-1205-403220	\$ 79.00
[VENDOR] 24476 : FISH Jeffrey	Reimb J.Fish	119-001084	19-000761	09/18/2018	1	Reimbursement for fee on Level II WW test passed.	130-16-1601-403210	\$ 100.00
[VENDOR] 24588 : FLIGHTSCOPE	PRF1773	119-000919	19-000502	09/18/2018	1	launch Monitor	110-14-1402-407401	\$ 8,665.00
[VENDOR] 9000.2298 : GARY GARD	7935377	119-001003		09/18/2018	1	UB CR REFUND-154969	170-00-0000-202000	\$ 69.23
[VENDOR] 23763 : GATTI Ron	Reimb R.Gatti	119-000920	19-000659	09/18/2018	1	Travel & Lodging expense reimbursement	110-19-1902-405801	\$ 209.62
[VENDOR] 9000.2294 : GEORGE TIPP	7935373	119-000999		09/18/2018	1	UB CR REFUND-99842	170-00-0000-202000	\$ 37.07
[VENDOR] 24046 : GODFREY Julie	SEPT URP	119-000921	19-000706	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00

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[VENDOR] 285 : GRAINGER, INC 439.30	9897533320	119-001085	19-000677	09/18/2018	1	Refrigerant scale	110-14-1405-406120	\$ 204.97
	9897533320	119-001085	19-000677	09/18/2018	2	Vacuum Gauge	110-14-1405-406120	\$ 234.33
[VENDOR] 24449 : GUILFORD Mercedes	SEPT URP	119-000922	19-000705	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
[VENDOR] 23660 : HALL Anthony	Reimb. T Hall	119-001086	19-000805	09/18/2018	1	Reimbursement for Meals Travel to and from Academy	110-12-1201-405801	\$ 34.54
[VENDOR] 24241 : HANSEN ALLEN & LUCE, INC.	38654	119-000923	18-000929	09/18/2018	1	Change Order #1	130-16-1601-403310	\$ 5,476.14
[VENDOR] 24176 : HARPER Erie	SEPT URP	119-000924	19-000704	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 24.00
[VENDOR] 24561 : HARRIS MOUNTAIN WEST, LLC	270603753	119-001087	19-000766	09/18/2018	1	Repair camera server	110-11-1107-407415	\$ 863.50
[VENDOR] 82 : HIGH SECURITY LOCK & ALARM 1258.38	STMT 9/1/18	119-000925	19-000665	09/18/2018	1	Civic- CCTV Camera's, inv 55085, 55155	110-14-1404-404310	\$ 389.38
	STMT 9/1/18	119-000925	19-000665	09/18/2018	2	FRC- Corbin knobs & key cores, inv 55207	110-14-1405-406120	\$ 770.00
	STMT 9/1/18	119-000925	19-000665	09/18/2018	3	City Buildings- 3 keys & 3 houdini inv 55225	110-11-1104-406120	\$ 39.00
	STMT 9/1/18	119-000925	19-000665	09/18/2018	4	Police- Footage from CCTV System inv 5563	110-12-1201-403401	\$ 60.00
[VENDOR] 21153 : HOMAX OIL SALES, INC 31,118.02	8/31/18 STMT	119-000926	19-000738	09/18/2018	1	Police Department	110-12-1201-406203	\$ 9,973.56
	8/31/18 STMT	119-000926	19-000738	09/18/2018	2	Animal Control	110-12-1202-406203	\$ 676.59
	8/31/18 STMT	119-000926	19-000738	09/18/2018	3	Fire Department	110-12-1205-406203	\$ 2,985.90
	8/31/18 STMT	119-000926	19-000738	09/18/2018	4	Engineering	110-13-1301-406203	\$ 229.14
	8/31/18 STMT	119-000926	19-000738	09/18/2018	5	Public Services	110-19-1901-406203	\$ 32.33
	8/31/18 STMT	119-000926	19-000738	09/18/2018	6	Shop	110-19-1903-406203	\$ 78.15
	8/31/18 STMT	119-000926	19-000738	09/18/2018	7	Streets	110-13-1303-406203	\$ 5,442.28
	8/31/18 STMT	119-000926	19-000738	09/18/2018	8	Cemetery	110-13-1304-406203	\$ 1,102.50
	8/31/18 STMT	119-000926	19-000738	09/18/2018	9	Parks	110-14-1401-406203	\$ 2,750.23
	8/31/18 STMT	119-000926	19-000738	09/18/2018	10	Civic Center	110-14-1404-406203	\$ 144.03
	8/31/18 STMT	119-000926	19-000738	09/18/2018	11	Family Recreation Center	110-14-1405-406203	\$ 244.57
	8/31/18 STMT	119-000926	19-000738	09/18/2018	12	WWTP	130-16-1601-406203	\$ 1,937.36
	8/31/18 STMT	119-000926	19-000738	09/18/2018	13	Water Operations	150-33-3302-406203	\$ 1,865.49
	8/31/18 STMT	119-000926	19-000738	09/18/2018	14	Housing	250-35-3502-406203	\$ 409.51
	8/31/18 STMT	119-000926	19-000738	09/18/2018	15	City Buildings	110-11-1104-406130	\$ 63.60
	8/31/18 STMT	119-000926	19-000738	09/18/2018	16	Monthly Fuel - Bldg Inspection	110-19-1902-406203	\$ 208.41
	8/31/18 STMT	119-000926	19-000738	09/18/2018	17	To Correct last month - Charged Bldg Insp to Public Svcs	110-19-1901-406203	\$ -216.63
	8/31/18 STMT	119-000926	19-000738	09/18/2018	17	To Correct last month - Charged Bldg Insp to Public Svcs	110-19-1902-406203	\$ 216.63
	STMT 8/31/18	119-001021	19-000733	09/18/2018	1	15w-40 Oil for WRF, Super ATF for FRC, inv 0422641-IN	110-14-1405-406203	\$ 305.50
	STMT 8/31/18	119-001021	19-000733	09/18/2018	1	15w-40 Oil for WRF, Super ATF for FRC, inv 0422641-IN	130-16-1601-406203	\$ 582.12
	STMT 8/31/18	119-001021	19-000733	09/18/2018	2	Streets- Power train hyd fluid, inv	110-13-1303-406203	\$ 569.10
	STMT 8/31/18	119-001021	19-000733	09/18/2018	3	WRF- Powerflow hyd oil, inv 0424540-IN	130-16-1601-406203	\$ 251.80
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	10W-30 & 15W-40 Oil- Multi-Department, inv 0420783-IN	110-12-1201-406203	\$ 195.75
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	10W-30 & 15W-40 Oil- Multi-Department, inv 0420783-IN	110-12-1205-406203	\$ 195.75
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	10W-30 & 15W-40 Oil- Multi-Department, inv	110-13-1303-406203	\$ 195.75

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	0420783-IN 10W-30 & 15W-40 Oil- Multi-Department, inv 0420783-IN	110-19-1903-406123	\$ 195.80
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	10W-30 & 15W-40 Oil- Multi-Department, inv 0420783-IN	130-16-1601-406203	\$ 195.75
	STMT 8/31/18	119-001021	19-000733	09/18/2018	4	10W-30 & 15W-40 Oil- Multi-Department, inv 0420783-IN	150-33-3302-406203	\$ 195.75
	STMT 8/31/18	119-001021	19-000733	09/18/2018	5	Golf- Turbine Oil inv 0421199-IN	110-14-1402-406203	\$ 91.30
✓ [VENDOR] 21885 : HOME DEPOT CREDIT SERVICES	6096667	119-000927	19-000647	09/18/2018	1	EGO 56V 15" String Trimmer	110-12-1205-406120	\$ 537.00
7272.34	H6003-41809	119-000928	19-000661	09/18/2018	1	Washing Machine to replace defunct machine at Fire Station 2	110-12-1205-406130	\$ 448.20
	STMT 8/28/18	119-000929	19-000731	09/18/2018	1	Misc. Supplies - Cemetery	110-13-1304-404310	\$ 13.98
	STMT 8/28/18	119-000929	19-000731	09/18/2018	2	Misc. Supplies - City Bldgs	110-11-1104-406120	\$ 178.39
	STMT 8/28/18	119-000929	19-000731	09/18/2018	3	Misc. Supplies - Civic Center	110-14-1404-406120	\$ 29.98
	STMT 8/28/18	119-000929	19-000731	09/18/2018	4	Misc. Supplies - FRC	110-14-1405-406120	\$ 662.04
	STMT 8/28/18	119-000929	19-000731	09/18/2018	4	Misc. Supplies - FRC	110-14-1405-407410	\$ 535.48
	STMT 8/28/18	119-000929	19-000731	09/18/2018	5	Misc. Supplies - Fire Dept	110-12-1205-406130	\$ 49.13
	STMT 8/28/18	119-000929	19-000731	09/18/2018	5	Misc. Supplies - Fire Dept	110-12-1205-406203	\$ 79.90
	STMT 8/28/18	119-000929	19-000731	09/18/2018	6	Misc. Supplies - Golf	110-14-1402-406130	\$ 325.82
	STMT 8/28/18	119-000929	19-000731	09/18/2018	7	Misc. Supplies - Housing	250-35-3502-404310	\$ 616.55
	STMT 8/28/18	119-000929	19-000731	09/18/2018	7	Misc. Supplies - Housing	250-35-3502-404515	\$ 59.22
	STMT 8/28/18	119-000929	19-000731	09/18/2018	7	Misc. Supplies - Housing	250-35-3502-406120	\$ 2,085.14
	STMT 8/28/18	119-000929	19-000731	09/18/2018	8	Misc. Supplies - Parks	110-14-1401-404310	\$ 435.12
	STMT 8/28/18	119-000929	19-000731	09/18/2018	8	Misc. Supplies - Parks	110-14-1401-406120	\$ 623.30
	STMT 8/28/18	119-000929	19-000731	09/18/2018	9	Misc. Supplies - Police	110-12-1201-404503	\$ 198.16
	STMT 8/28/18	119-000929	19-000731	09/18/2018	10	Misc. Supplies - WRF	130-16-1601-406120	\$ 264.14
	STMT 8/28/18	119-000929	19-000731	09/18/2018	11	Misc. Supplies - Water Ops	150-33-3302-406120	\$ 130.79
✓ [VENDOR] 21603 : HOSE & RUBBER SUPPLY	S85584001	119-000930	19-000674	09/18/2018	1	Streets- Hyd hose & fittings Inv D85584-001	110-13-1303-406125	\$ 604.02
1882.85	D85054001	119-000931	19-000674	09/18/2018	1	Streets- hyd hose & fittings Inv D85054-001	110-13-1303-406125	\$ 720.66
	D84848001	119-000932	19-000674	09/18/2018	1	Streets- Hyd hose inv D84848-001	110-13-1303-406125	\$ 361.66
	D84791001	119-000933	19-000674	09/18/2018	1	Streets- Hyd fittings Inv D84791-001	110-13-1303-406125	\$ 90.73
	D85266001	119-000934	19-000674	09/18/2018	1	Parks- Hose/Air Inv D85266-001	110-14-1401-406120	\$ 31.72
	D87894001	119-000935	19-000674	09/18/2018	1	Shop- Tubing Inv D87894-001	110-19-1903-404310	\$ 29.82
	D88159001	119-000936	19-000674	09/18/2018	1	WRF- Hydraulic caps & plugs Inv D88159-001	130-16-1601-406125	\$ 44.24
✓ [VENDOR] 53 : HOWARD SUPPLY CO LLC	STMT 9/5/18	119-001088	19-000735	09/18/2018	1	Golf- Oil change kit for golf carts, inv 50801783	110-14-1402-406120	\$ 219.24
✓ [VENDOR] 24566 : HUNT, DANASIA	SEPT URP	119-000937	19-000718	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
✓ [VENDOR] 21252 : INFINITY POWER & CONTROLS	36092	119-000938	19-000651	09/18/2018	1	Programming and engineering for the UV PLC upgrade	130-16-1601-403310	\$ 4,656.57
✓ [VENDOR] 23047 : INTERNATIONAL DAYS INC	International 7/14/18	119-001149	19-000834	09/18/2018	1	International Day Sponsorship 7/14/2018	110-11-1101-405410	\$ 7,500.00
✓ [VENDOR] 24246 : ISLAS DE DIOS Rosa	SEPT URP	119-000939	19-000717	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
✓ [VENDOR] 22048 : J-BAR EXCAVATION	2119	119-001089	19-000563	09/18/2018	1	topdressing sand	110-14-1402-406130	\$ 384.69

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
[VENDOR] 21410 : JACK'S TRUCK & EQUIPMENT	X30300663-01	119-001022	19-000763	09/18/2018	1	Drag link	110-13-1303-406125	\$ 223.42
[VENDOR] 21782 : JC GOLF ACCESSORIES	SI-148259	119-001090	19-000773	09/18/2018	1	Special order Brian Jackson	110-14-1402-406133	\$ 103.92
[VENDOR] 23643 : JME FIRE PROTECTION, INC.	9728	119-000940	19-000671	09/18/2018	1	Fire extinguishers for truck	250-35-3502-406120	\$ 353.48
[VENDOR] 8000.2292 : JOHN OR SUZANNE JENSEN	7935371	119-000997		09/18/2018	1	UB CR REFUND-101149	170-00-0000-202000	\$ 14.02
[VENDOR] 22340 : JOINT POWERS TELECOM BOARD	100505	119-000941	19-000727	09/18/2018	1	Internet service 9/1 - 9/30/2018; two connections	110-11-1107-405303	\$ 2,280.00
[VENDOR] 334 : JOINT POWERS WATER BOARD	1255	119-000942	19-000726	09/18/2018	1	Water usage August 2018	150-33-1108-404100	\$ 450,951.85
[VENDOR] 99 : KAMAN INDUSTRIAL TECHNOLOGIES 525.74	U183750	119-000943	19-000694	09/18/2018	1	Golf Belts & rollers, inv U183750	110-14-1402-406120	\$ 12.81
	V773473	119-000944	19-000694	09/18/2018	1	Golf Bearings for cart, inv V773473	110-14-1402-406120	\$ 21.54
	B352593	119-000945	19-000694	09/18/2018	1	FRC-HVAC Belts, inv B352593	110-14-1404-406120	\$ 174.44
	Q871297	119-000946	19-000694	09/18/2018	1	FRC- Fan Belts for YAH & Senior center, inv Q871297	110-14-1405-406121	\$ 75.15
	M357962	119-000947	19-000694	09/18/2018	1	FRC- HVAC Belts, inv M357962	110-14-1405-406120	\$ 84.75
	S304679	119-000948	19-000694	09/18/2018	1	FRC- Fan Sheave & belts, inv S304679	110-14-1405-406120	\$ 157.05
[VENDOR] 24563 : LAYLAND, SARA N.	SEPT URP	119-000949	19-000710	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 31.00
[VENDOR] 23882 : LEADS ONLINE	247460	119-000950	19-000686	09/18/2018	1	Leads Online Power Plus 11/15/18 - 11/14/19	110-11-1107-404301	\$ 2,848.00
[VENDOR] 109 : LEWIS & LEWIS INC 2973.25	August Purchases	119-001023	19-000809	09/18/2018	1	Streets- Materials inv 512588	110-13-1303-406130	\$ 183.05
	August Purchases	119-001023	19-000809	09/18/2018	2	Streets- Materials, inv 517573, 518286, 518637, 520739, 522056	110-13-1303-406120	\$ 2,790.20
[VENDOR] 22366 : LIFE ASSIST, INC. 674.66	874383	119-000951	19-000605	09/18/2018	1	King Airway w/gastric access size 4	110-12-1205-406130	\$ 43.34
	874383	119-000951	19-000605	09/18/2018	2	King Airway w/gastric access size 5	110-12-1205-406130	\$ 216.70
	874383	119-000951	19-000605	09/18/2018	3	DYNAREX Adhesive Bandage Flexible fabric 1"x3"	110-12-1205-406130	\$ 16.50
	874383	119-000951	19-000605	09/18/2018	4	DUKAL Combine/ABD Pad 8"x7.5"	110-12-1205-406130	\$ 11.20
	874383	119-000951	19-000605	09/18/2018	5	Dukai New Sponge, 2"x2", Non-Sterile	110-12-1205-406130	\$ 3.12
	874383	119-000951	19-000605	09/18/2018	6	Ondanestron, 4mg, 2ml, Vial	110-12-1205-406130	\$ 6.78
	874383	119-000951	19-000605	09/18/2018	7	Microdot Xtra Test Strips (Bottle of 50)	110-12-1205-406130	\$ 196.72
	874383	119-000951	19-000605	09/18/2018	8	Syringe, LUER LOCK, 60cc	110-12-1205-406130	\$ 8.00
	874383	119-000951	19-000605	09/18/2018	9	Medsource IV Extension Set, 2.0ml, 6" Luer-Activated	110-12-1205-406130	\$ 15.80
	874383	119-000951	19-000605	09/18/2018	10	Laerdal Suction Unit 300 ml Canister with Tubing	110-19-1902-408130	\$ 156.50
[VENDOR] 20417 : LJD TOWING & REPAIR INC	48524	119-001091	19-000799	09/18/2018	1	Tow for Case Investigation R18-25045	110-12-1201-403401	\$ 350.00
[VENDOR] 24494 : LOREDO Kathleen	SEPT URP	119-000952	19-000716	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
[VENDOR] 24588 : LOZIER, SUSAN J.	82746	119-001146	19-000836	09/18/2018	1	Mannequins from Herbergers	110-34-3401-406120	\$ 500.00

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[VENDOR] 24409 : LUNA <i>Cristy</i>	SEPT URP	119-000953	19-000709	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
[VENDOR] 111 : MACY'S TRUCK REPAIR INC	8/30/18 STMT	119-000954	19-000666	09/18/2018	1	Streets- Pogo Stick, spring, hose HNGR, & line clamp, inv P63120	110-13-1303-406120	\$ 86.89
<i>880.47</i>	8/30/18 STMT	119-000954	19-000666	09/18/2018	2	Streets- 35 gal tan & filter kit, inv P63111	110-13-1303-406125	\$ 682.44
	8/30/18 STMT	119-000954	19-000666	09/18/2018	3	Fire- Temperature Guage inv P63184	110-12-1205-406125	\$ 83.30
	8/30/18 STMT	119-000954	19-000666	09/18/2018	4	WRF- 2.5in clamp, inv P63145	130-16-1601-406125	\$ 27.84
[VENDOR] 9000.2295 : MARY P TAYLOR	7935374	119-001000		09/18/2018	1	UB CR REFUND-97428	170-00-0000-202000	\$ 44.91
[VENDOR] 59 : MCFADDEN WHOLESALE CO INC	353310	119-000955	19-000667	09/18/2018	1	Multifold Paper Towels, inv 353310	250-35-3501-406001	\$ 38.15
<i>3774.72</i>	STMT 8/31/18	119-001024	19-000810	09/18/2018	1	URA- Garbage bags, urinal screen, cleaning supplies, inv 354936	110-11-1106-406130	\$ 205.05
	STMT 8/31/18	119-001024	19-000810	09/18/2018	2	URA- toilet paper, paper towels, inv 355551	110-11-1106-406130	\$ 105.35
	STMT 8/31/18	119-001024	19-000810	09/18/2018	3	Golf-(July missapplied) gloves, creamer, cups, inv 353359	110-14-1402-406130	\$ 239.55
	STMT 8/31/18	119-001024	19-000810	09/18/2018	4	Streets- towels & soap, inv 355951	110-13-1303-406130	\$ 101.25
	STMT 8/31/18	119-001024	19-000810	09/18/2018	5	WRF- Water, coffee, filters, paper towels, bleach & cleaner, inv 355947	130-16-1601-406120	\$ 294.30
	STMT 8/31/18	119-001024	19-000810	09/18/2018	6	FRC- paper towels, toilet paper, cleaner & soap, inv 355347	110-14-1405-406120	\$ 1,544.32
	STMT 8/31/18	119-001024	19-000810	09/18/2018	7	Civic- Cleaner & paper towels, inv 355344	110-14-1404-406120	\$ 201.80
	STMT 8/31/18	119-001024	19-000810	09/18/2018	8	Golf- garbage bags, plastic ware, coffee, inv 355250	110-14-1402-406120	\$ 478.35
	STMT 8/31/18	119-001024	19-000810	09/18/2018	9	Cemetery- paper towels, toilet paper, windex, inv 355470	110-13-1304-404310	\$ 180.00
	STMT 8/31/18	119-001024	19-000810	09/18/2018	10	WRF- water, paper towels, tissues, inv 355199	130-16-1601-406130	\$ 122.55
	STMT 8/31/18	119-001024	19-000810	09/18/2018	11	Golf- trash bags, inv 355117	110-14-1402-406130	\$ 106.30
	STMT 8/31/18	119-001024	19-000810	09/18/2018	12	Parks- paper towels, inv 354534	110-14-1401-406120	\$ 44.80
	STMT 8/31/18	119-001024	19-000810	09/18/2018	13	Water- paper towels, inv 355964	150-33-3302-406120	\$ 112.95
[VENDOR] 24582 : MISSION BELT	33187242	119-001092	19-000587	09/18/2018	1	cowboy belts for stock	110-14-1402-406133	\$ 213.66
[VENDOR] 21859 : MODEL SIGNS	19577	119-000956	19-000693	09/18/2018	1	Golf- 12X18 No Pet signs, inv 19577	110-14-1402-404310	\$ 544.00
[VENDOR] 125 : MORCON SPECIALTY INC	113023, 113098	119-001093	19-000736	09/18/2018	1	Streets- Hydraulic hose Assy & Adapter, inv 113023	110-13-1303-406120	\$ 46.66
<i>61.03</i>	113023, 113098	119-001093	19-000736	09/18/2018	2	WRF- Hose Fittings, inv 113098	130-16-1601-406120	\$ 14.37
[VENDOR] 24560 : MORENO, REBECCA	SEPT URP	119-000957	19-000703	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
[VENDOR] 23573 : MOUNTAINLAND SUPPLY COMPANY	8/31/2018 STMT	119-001134	19-000827	09/18/2018	1	Solar Controllers, Inv. #S102742601.001	110-14-1401-406130	\$ 2,902.77
<i>8819.77</i>	8/31/2018 STMT	119-001134	19-000827	09/18/2018	2	Irrigation Supplies, Sm Dog Park, inv. #S102761772.001	110-14-1401-406130	\$ 371.46
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	3	Irrigation Shop Supplies, Inv. #S102749432.001	110-14-1401-406130	\$ 1,536.54
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	4	PVC Primer, Coupler, Glue, Inv. #S102755848.001	110-14-1402-406120	\$ 69.56
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	5	Shower Fitting, Inv. #S102735648.001	250-35-3502-406120	\$ 30.21
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	6	Bushings/Couplings/Pipe, Inv. #S102718193.001	110-14-1401-406130	\$ 310.54
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	7	Couplers, Inv.#S102741012.001	110-14-1402-406120	\$ 15.90

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	8/31/2018 STMT	119-001134	19-000827	09/18/2018	8	Valve Box/Extension Box/Risers, Inv. #S102759622.001	110-14-1401-406130	\$ 97.41
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	9	Romac, Inv. #S102770514.001	150-33-3302-406120	\$ 491.39
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	10	Valve Box, Inv. #S102773606.001	110-13-1304-404310	\$ 40.07
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	11	RainBird Rotor/Couplers, Inv. #S102758854.001	110-14-1402-406120	\$ 577.36
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	12	Controllers, Inv. #S102730178.001	110-14-1402-406120	\$ 1,315.88
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	13	Solar Key, Inv. #S102768038.001	110-14-1401-406130	\$ 65.64
	8/31/2018 STMT	119-001134	19-000827	09/18/2018	14	Irrigation Supplies, Inv. #S102723732.001	110-14-1401-406130	\$ 995.04
[VENDOR] 24497 : MRI SOFTWARE LLC	US-INV691794	119-000958	19-000722	09/18/2018	1	Resident Checks for August	250-35-3501-406501	\$ 40.00
[VENDOR] 3569 : MURDOCHS RANCH AND HOME	8/25/18 STMT	119-000959	19-000669	09/18/2018	1	Parks-Kawanas supplies	110-14-1401-404310	\$ 27.98
409.72	8/25/18 STMT	119-000959	19-000669	09/18/2018	2	Parks- sprinkler, turf die, & ultra oil.	110-14-1401-406120	\$ 259.79
	8/25/18 STMT	119-000959	19-000669	09/18/2018	3	Fire- Safety Supplies	110-12-1205-406130	\$ 121.95
[VENDOR] 23161 : MY EDUCATIONAL RESOURCES INC.	August 2018.002	119-001025	19-000749	09/18/2018	1	CPR Cards July Class	110-12-1205-406130	\$ 16.00
[VENDOR] 23811 : NAN MCKAY & ASSOCIATES, INC.	INV233118	119-000960	19-000670	09/18/2018	1	Annual Subscription Fee	250-35-3501-406501	\$ 199.00
[VENDOR] 18783 : NATIONAL FIRE PROTECTION ASSOC	7316983Y	119-001026	19-000527	09/18/2018	1	Fire Prevention Week in a Box Value Pack	110-12-1205-406113	\$ 144.94
2329.89	7316983Y	119-001026	19-000527	09/18/2018	2	Sparky's Coloring Book	110-12-1205-406113	\$ 1,925.00
	7316983Y	119-001026	19-000527	09/18/2018	3	Fire Safety Fun for Preschoolers Coloring/Activity Book	110-12-1205-406113	\$ 250.00
	7316983Y	119-001026	19-000527	09/18/2018	4	Shipping & Handling	110-12-1205-406101	\$ 9.95
[VENDOR] 22702 : NATIONAL GYM SUPPLY	SI-8337059	119-001094	19-000555	09/18/2018	1	ankle strap	110-14-1405-406120	\$ 105.68
277.12	SI-8337059	119-001094	19-000555	09/18/2018	2	gym wipe dispenser	110-14-1405-406120	\$ 156.57
	SI-8337059	119-001094	19-000555	09/18/2018	3	shipping	110-14-1405-406120	\$ 14.87
[VENDOR] 20651 : NELSON ENGINEERING	47835	119-000961	15-003454	09/18/2018	1	Change Order #2	150-33-3302-403310	\$ 32,162.84
[VENDOR] 24576 : NEWEGG BUSINESS INC	1301526813	119-000962	19-000657	09/18/2018	1	VGA to Component Converter	110-11-1107-407415	\$ 49.99
[VENDOR] 9000.2305 : NICHOLAS TWITCHELL	7935384	119-001010		09/18/2018	1	UB CR REFUND-97555	170-00-0000-202000	\$ 125.47
[VENDOR] 302 : NU-TECH SPECIALTIES INC	173530, 173529	119-001027	19-000767	09/18/2018	1	Fire- Detergent & paper towels, inv 173530, 173529	110-12-1205-406130	\$ 320.78
1,300.21	173925	119-001028	19-000767	09/18/2018	1	Animal Control- paper towels, gloves & sponges, inv 173925	110-12-1202-406130	\$ 162.66
	172760, 172759	119-001029	19-000767	09/18/2018	1	Civic- Bromine & T Chlor, inv 172760, 172759	110-14-1404-404310	\$ 571.05
	173920	119-001030	19-000767	09/18/2018	1	Garage- Wype All & Trap Shoot, inv 173920	110-19-1903-406120	\$ 245.82
[VENDOR] 22801 : O'REILLY AUTO PARTS	8/28/18 STMT	119-000963	19-000675	09/18/2018	1	Shop- Freon for star bus, inv 3118-146031	110-19-1903-406123	\$ 83.88
677.18	8/28/18 STMT	119-000963	19-000675	09/18/2018	2	Parks- Battery, inv 3118-146504	110-14-1401-406125	\$ 121.99
	8/28/18 STMT	119-000963	19-000675	09/18/2018	3	FRC- torque sets, inv 3118-147564	110-14-1405-406120	\$ 33.98
	8/28/18 STMT	119-000963	19-000675	09/18/2018	4	WRF- Stabilizer, inv 3118-146537	130-16-1601-406125	\$ 34.09
	8/28/18 STMT	119-000963	19-000675	09/18/2018	5	PD- fluid, battery, brake pads, resievor, collant & hose, & actuator, inv 3118-150886, 150392, 147172, 146114, 147373	110-12-1201-406125	\$ 403.24

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[VENDOR] 24383 : OLD DOMINION BRUSH CO., INC. 2900.00	6320150	119-001095	19-000748	09/18/2018	1	MOBILE HEAVY FILLED	110-13-1303-406120	\$ 900.00
	6320150	119-001095	19-000748	09/18/2018	2	EAGLE MB HEAVY	110-13-1303-406120	\$ 500.00
	6320150	119-001095	19-000748	09/18/2018	3	EAGLE MB HEAVY	110-13-1303-406120	\$ 1,500.00
[VENDOR] 138 : PACIFIC STEEL & RECYCLING 1587.31	395208 8/25/18	119-001031	19-000789	09/18/2018	1	Water- 1/4" plate inv 6550262	150-33-3302-406125	\$ 1,382.63
	395208 8/25/18	119-001031	19-000789	09/18/2018	2	Streets- 3/8" & 1/8" plate, inv 6544237, 6545111	110-13-1303-406130	\$ 204.68
[VENDOR] 24108 : PAUL Alice	Reimb. A. Paul	119-001144	19-000837	09/18/2018	1	Children's Museum Items Foam	110-34-3401-406120	\$ 23.92
[VENDOR] 22818 : PAYMENT REMITTANCE CENTER 3416.69	2814 8/28/18	119-001150	19-000742	09/18/2018	1	Travel Expenses-C. Jarvie to Denver, CO for Stress Management in Law Enforcement from 8/20-8/22/18	110-12-1201-405801	\$ 817.83
	2814 8/28/18	119-001150	19-000742	09/18/2018	2	Travel Expenses-M.Register to Cheyenne, WY for School Safety Summit from 8/7-8/8/18	110-12-1201-405801	\$ 125.03
	2814 8/28/18	119-001150	19-000742	09/18/2018	3	Travel Expenses-N. Rublee & C. Baker to Cheyenne, WY for Advanced SRO Training from 8/23-8/15/18	110-12-1201-405801	\$ 817.38
	2814 8/28/18	119-001150	19-000742	09/18/2018	4	Travel Expenses- C.Banks to Kentucky for WyoMain Street Training/Retreat from 8/19-8/22/18	110-11-1106-405801	\$ 22.76
	2814 8/28/18	119-001150	19-000742	09/18/2018	5	Pizza for civil service testing 8/7/18	110-12-1201-403201	\$ 54.29
	2814 8/28/18	119-001150	19-000742	09/18/2018	6	Travel Expenses- N.Seals to Denver, CO for Local limits development from 10/16-10/17/18 Registration & Flights	130-16-1601-403210	\$ 150.00
	2814 8/28/18	119-001150	19-000742	09/18/2018	6	Travel Expenses- N.Seals to Denver, CO for Local limits development from 10/16-10/17/18 Registration & Flights	130-16-1601-405801	\$ 288.20
	2814 8/28/18	119-001150	19-000742	09/18/2018	7	Travel Expenses- C.Erroumoupe & C.White to Elmira, NY for Hydrant class from 10/8-10/11/18	150-33-3302-405801	\$ 1,141.20
[VENDOR] 23586 : PERSONAL EVALUATION INC.	29124	119-001096	19-000804	09/18/2018	1	PEP Testing for Police Applicants	110-12-1201-403201	\$ 80.00
[VENDOR] 20479 : PICKIN PALACE	829182	119-001097	19-000753	09/18/2018	1	PA system rental for tiger town bash	110-11-1106-406144	\$ 50.00
[VENDOR] 24539 : PITTS Megan	SEPT URP	119-000964	19-000715	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
[VENDOR] 24405 : POLICEONE.COM	28500REV,1	119-001098	19-000800	09/18/2018	1	Registration fees for Matthew Jones to attend Taser Instructor Course	110-12-1201-403210	\$ 325.00
[VENDOR] 24453 : POSITIVE CONCEPTS, INC.	0204304-IN	119-001099	19-000546	09/18/2018	1	paper for digiticket	110-12-1201-406101	\$ 245.00
	0204304-IN	119-001099	19-000546	09/18/2018	2	cleaning sheet	110-12-1201-406130	\$ 0.00
[VENDOR] 20632 : PUBLIC AGENCY TRAINING COUNCIL	232610	119-001100	19-000807	09/18/2018	1	Registration Fees for Clay Jarvie to attend Stress Management in Law Enforcement	110-12-1201-403210	\$ 350.00
[VENDOR] 21425 : REAL KLEEN INC. 1089.5	48654	119-000965	19-000692	09/18/2018	1	City Buildings- Cleaning supplies, inv 48654	110-11-1104-406130	\$ 308.85
	48559	119-000966	19-000692	09/18/2018	1	City Buildings- trash bags, soap & paper towels, inv 48559	110-11-1104-406130	\$ 400.10
[VENDOR] 2878 : RED HORSE OIL CO, INC	20257-1	119-001101	19-000544	09/18/2018	1	800 gal no lead 1200 red #2	110-14-1402-406203	\$ 6,212.04

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✓ [VENDOR] 24575 : REDI SERVICES LLC 270.00	28749	119-001145	19-000756	09/18/2018	1	farmers market porta potty 8/2, 8/6, 8/13, 8/21, 8/27, 9/4	110-11-1106-406144	\$ 105.35
	28749	119-001145	19-000756	09/18/2018	2	additional cost to correct requisition amount	110-11-1106-406144	\$ 164.65
✓ [VENDOR] 20127 : RESPOND FIRST AID SYSTEMS 880.32	147199	119-000967	19-000696	09/18/2018	1	City Buildings- First Aid Supplies, inv 147199	110-11-1104-406130	\$ 92.32
	147198	119-000968	19-000696	09/18/2018	1	Golf- First Aid Supplies, inv 147198	110-14-1402-406130	\$ 83.12
	147200	119-000969	19-000696	09/18/2018	1	Police- First Aid Supplies, inv 147200	110-12-1201-406130	\$ 109.85
	147202	119-000970	19-000696	09/18/2018	1	WRF- First Aid Supplies, inv 147202	130-16-1601-406130	\$ 80.61
	147207	119-000971	19-000696	09/18/2018	1	FRC- First Aid Supplies, inv 147207	110-14-1405-406120	\$ 76.09
	147208	119-000972	19-000696	09/18/2018	1	Parks- First Aid Supplies, inv 147208	110-14-1401-406120	\$ 70.40
	147159	119-000973	19-000696	09/18/2018	1	Cemetery-First Aid Supplies, inv 147159	110-13-1304-402103	\$ 82.51
	189951	119-001135	19-000824	09/18/2018	1	Civic-First Aid Supplies	110-14-1404-406120	\$ 22.19
	186002	119-001136	19-000824	09/18/2018	1	Water-First Aid Supplies	150-33-3302-406130	\$ 65.26
	189259	119-001137	19-000824	09/18/2018	1	WRF- First Aid Supplies	130-16-1601-406130	\$ 71.60
	147298	119-001138	19-000824	09/18/2018	1	Streets- First Aid Supplies	110-13-1303-406130	\$ 80.59
	188628	119-001139	19-000824	09/18/2018	1	Shop-First Aid Supplies	110-19-1903-406130	\$ 45.78
✓ [VENDOR] 24565 : RICHARDS, DANIELLE	SEPT URP	119-000974	19-000714	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 31.00
✓ [VENDOR] 392 : RMT EQUIPMENT 2342.62	8/31/18 STMT	119-001032	19-000813	09/18/2018	1	Cemetery- PTO Shaft, inv P07093	110-13-1304-406125	\$ 166.19
	8/31/18 STMT	119-001032	19-000813	09/18/2018	2	Golf- Shatter Tines 1/4" inv P07054	110-14-1402-406120	\$ 1,497.34
	8/31/18 STMT	119-001032	19-000813	09/18/2018	3	Golf- ball joints & gov assembly, inv P07023, P06836	110-14-1402-406120	\$ 679.09
✓ [VENDOR] 24492 : ROBERTSON <i>Samantha</i>	SEPT URP	119-000975	19-000702	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
✓ [VENDOR] 338 : ROCK SPRINGS MUNICIPAL UTILITY 100,740.55	August Consumption	119-000976	19-000689	09/18/2018	1	Streets	110-13-1303-404111	\$ 526.73
	August Consumption	119-000976	19-000689	09/18/2018	2	Streets	110-13-1303-404112	\$ 50.17
	August Consumption	119-000976	19-000689	09/18/2018	3	Parks	110-14-1401-404111	\$ 60,830.92
	August Consumption	119-000976	19-000689	09/18/2018	4	Parks	110-14-1401-404112	\$ 82.80
	August Consumption	119-000976	19-000689	09/18/2018	5	Golf Course	110-14-1402-404111	\$ 424.17
	August Consumption	119-000976	19-000689	09/18/2018	6	Golf Course	110-14-1402-404112	\$ 309.60
	August Consumption	119-000976	19-000689	09/18/2018	7	Civic Center	110-14-1404-404111	\$ 334.73
	August Consumption	119-000976	19-000689	09/18/2018	8	Civic Center	110-14-1404-404112	\$ 411.14
	August Consumption	119-000976	19-000689	09/18/2018	9	Cemetery	110-13-1304-404111	\$ 223.19
	August Consumption	119-000976	19-000689	09/18/2018	10	Cemetery	110-13-1304-404112	\$ 14.59
	August Consumption	119-000976	19-000689	09/18/2018	11	Animal Control	110-12-1202-404111	\$ 55.37
	August Consumption	119-000976	19-000689	09/18/2018	12	Animal Control	110-12-1202-404112	\$ 80.45
	August Consumption	119-000976	19-000689	09/18/2018	13	Fire Department	110-12-1205-404111	\$ 391.62
	August Consumption	119-000976	19-000689	09/18/2018	14	Fire Department	110-12-1205-404112	\$ 116.81
	August Consumption	119-000976	19-000689	09/18/2018	15	Wastewater	130-16-1601-404111	\$ 1,118.83
	August Consumption	119-000976	19-000689	09/18/2018	16	Wastewater	130-16-1601-404112	\$ 6,842.94
	August Consumption	119-000976	19-000689	09/18/2018	17	City Buildings	110-11-1104-404111	\$ 1,310.56
	August Consumption	119-000976	19-000689	09/18/2018	18	City Buildings	110-11-1104-404112	\$ 650.73
	August Consumption	119-000976	19-000689	09/18/2018	19	Museum	110-34-3401-404111	\$ 28.87
	August Consumption	119-000976	19-000689	09/18/2018	20	Museum	110-34-3401-404112	\$ 12.82
	August Consumption	119-000976	19-000689	09/18/2018	21	Senior Citizens Center	110-15-1501-404801	\$ 1,681.18
	August Consumption	119-000976	19-000689	09/18/2018	22	Family Rec Center	110-14-1405-404111	\$ 9,923.96
	August Consumption	119-000976	19-000689	09/18/2018	23	Family Rec Center	110-14-1405-404112	\$ 6,810.90

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	August Consumption	119-000976	19-000689	09/18/2018	24	Public Housing	250-35-3501-404111	\$ 5,887.29
	August Consumption	119-000976	19-000689	09/18/2018	25	Public Housing	250-35-3501-404112	\$ 2,500.20
	August Consumption	119-000976	19-000689	09/18/2018	26	URA	110-11-1106-404111	\$ 90.18
	August Consumption	119-000976	19-000689	09/18/2018	27	URA	110-11-1106-404112	\$ 29.80
[VENDOR] 164 : ROCK SPRINGS NEWSPAPERS 4555.34	8/2018	119-001033	19-000765	09/18/2018	1	Advertising- Legal	110-15-1501-405401	\$ 3,432.34
	8/2018	119-001033	19-000765	09/18/2018	2	Advertising- Civic Activities	110-14-1404-405403	\$ 723.00
	8/2018 URA	119-001102	19-000757	09/18/2018	1	farmers market newspaper ads	110-11-1106-405402	\$ 400.00
[VENDOR] 155 : ROCK SPRINGS WINNELSON CO 22876.26	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	1	Misc. Equipment/Supplies - Cemetery Inv. #'s 228149-00, 227844-00, 228298-00	110-13-1304-406130	\$ 4,857.22
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	2	Misc. Equipment/Supplies - Civic Center Inv. #227802-00	110-14-1404-404310	\$ 39.32
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	3	Misc. Equipment/Supplies - FRC Inv. #'s 228282-00, 227925-00, 227753-00	110-14-1405-406120	\$ 308.45
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	4	Misc. Equipment/Supplies - Golf Inv. #227884-00	110-14-1402-404310	\$ 104.47
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	5	Misc. Equipment/Supplies - Parks Inv. #'s 228443-00, 228286-00, 228312-00, 228040-00, 227863-00, 227877-00, 227874-00, 227921-00, 227921-02, 227980-00, 227993-00, 227773-00, 228448-00, 228255-00	110-14-1401-404310	\$ 20.99
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	5	Misc. Equipment/Supplies - Parks Inv. #'s 228443-00, 228286-00, 228312-00, 228040-00, 227863-00, 227877-00, 227874-00, 227921-00, 227921-02, 227980-00, 227993-00, 227773-00, 228448-00, 228255-00	110-14-1401-406120	\$ 90.81
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	5	Misc. Equipment/Supplies - Parks Inv. #'s 228443-00, 228286-00, 228312-00, 228040-00, 227863-00, 227877-00, 227874-00, 227921-00, 227921-02, 227980-00, 227993-00, 227773-00, 228448-00, 228255-00	110-14-1401-406130	\$ 1,615.47
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	6	Misc. Equipment/Supplies - Water Ops Inv. #'s 227834-00, 227834-02, 227749-00, 227869-00, 228424-00, 228045-00, 227692-02, 227566-00, 228035-00	150-33-3302-406120	\$ 12,425.39
	00370-000221/AUG2018	119-001140	19-000829	09/18/2018	6	Misc. Equipment/Supplies - Water Ops Inv. #'s 227834-00, 227834-02, 227749-00, 227869-00, 228424-00, 228045-00, 227692-02, 227566-00, 228035-00	150-33-3302-507908	\$ 3,414.14
[VENDOR] 24430 : ROCKY MOUNTAIN AIR SOLUTIONS 175.37	6724261	119-001034	19-000764	09/18/2018	1	Argon	150-33-3302-406125	\$ 165.37
	6724261	119-001034	19-000764	09/18/2018	2	Hazmat fee	150-33-3302-406125	\$ 10.00
[VENDOR] 18976 : ROCKY MOUNTAIN INFO NETWORK INC	22921	119-001103	19-000806	09/18/2018	1	Yearly Membership Fees	110-12-1201-403220	\$ 100.00
[VENDOR] 137 : ROCKY MOUNTAIN POWER 151,443.59	9/13/2018	119-001141	19-000831	09/18/2018	1	Streets	110-13-1303-406202	\$ 964.29
	9/13/2018	119-001141	19-000831	09/18/2018	2	Shop	110-19-1903-406202	\$ 206.77
	9/13/2018	119-001141	19-000831	09/18/2018	3	Parks	110-14-1401-406202	\$ 3,124.51
	9/13/2018	119-001141	19-000831	09/18/2018	4	Golf Course	110-14-1402-406202	\$ 25,266.29
	9/13/2018	119-001141	19-000831	09/18/2018	5	Civic Center	110-14-1404-406202	\$ 2,929.79
	9/13/2018	119-001141	19-000831	09/18/2018	6	Cemetery	110-13-1304-406202	\$ 2,666.49
	9/13/2018	119-001141	19-000831	09/18/2018	7	Animal Control	110-12-1202-406202	\$ 301.69

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
	9/13/2018	119-001141	19-000831	09/18/2018	8	Fire Department	110-12-1205-406202	\$ 1,223.71
	9/13/2018	119-001141	19-000831	09/18/2018	9	WWTP	130-16-1601-406202	\$ 41,848.58
	9/13/2018	119-001141	19-000831	09/18/2018	10	City Buildings	110-11-1104-406202	\$ 4,428.22
	9/13/2018	119-001141	19-000831	09/18/2018	11	Museum	110-34-3401-406202	\$ 776.40
	9/13/2018	119-001141	19-000831	09/18/2018	12	Senior Citizens	110-15-1501-404801	\$ 3,876.13
	9/13/2018	119-001141	19-000831	09/18/2018	13	Civil Defense	110-12-1204-406202	\$ 111.25
	9/13/2018	119-001141	19-000831	09/18/2018	14	Street Lighting	110-13-1303-406204	\$ 23,392.34
	9/13/2018	119-001141	19-000831	09/18/2018	15	FRC	110-14-1405-406202	\$ 15,556.87
	9/13/2018	119-001141	19-000831	09/18/2018	16	Water Department	150-33-3302-406202	\$ 23,146.84
	9/13/2018	119-001141	19-000831	09/18/2018	17	URA	110-11-1106-406202	\$ 1,623.42
[VENDOR] 1 : RON'S ACE RENTAL & EQUIP. SALES INC	196657	119-000977	19-000529	09/18/2018	1	Pressure Washer	110-19-1903-407401	\$ 3,995.00
4,887.67	Golf-Aug2018	119-001151	19-000820	09/18/2018	1	Golf- battery chargers & fuel system cleaner. inv 196775, 196755	110-14-1402-406120	\$ 175.40
	City RS-Aug2018	119-001152	19-000820	09/18/2018	1	Parks- forklift rental	110-14-1401-404310	\$ 253.00
	3521471-Aug2018	119-001153	19-000820	09/18/2018	1	Housing- mower fuel pump, inv 196583	250-35-3502-406120	\$ 17.99
	Water-Aug2018	119-001154	19-000820	09/18/2018	1	Water- Pump repair, inv 196872	150-33-3302-406120	\$ 160.85
	Garage-Aug2018	119-001155	19-000820	09/18/2018	1	Street- spark plugs, air cleaner, pull rope. inv 196481	110-13-1303-406125	\$ 25.60
	Garage-Aug2018	119-001155	19-000820	09/18/2018	2	PD-a/c recharge(s) inv 196365, 196807	110-12-1201-406125	\$ 238.65
	Parks-Aug2018	119-001156	19-000820	09/18/2018	1	Air Cleaner, inv. #196355	110-14-1401-406125	\$ 21.18
[VENDOR] 166 : RUSHMORE FURNITURE	93352	119-000978	19-000656	09/18/2018	1	Belt for washing machine	110-12-1205-406120	\$ 19.95
[VENDOR] 23738 : SAAVEDRA Laura	SEPT URP	119-000979	19-000701	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 52.00
[VENDOR] 321 : SAFETY SUPPLY & SIGN CO	165471, 165301	119-001104	19-000781	09/18/2018	1	INVOICE 165471 42"RING-LOOPER TOP DEL.W/12#BASE,2-3"3M REFL	110-13-1303-406130	\$ 1,217.92
2,635.17	165471, 165301	119-001104	19-000781	09/18/2018	2	FREIGHT	110-13-1303-406130	\$ 367.25
	165471, 165301	119-001104	19-000781	09/18/2018	3	INVOICE 165301 REG,30,HI,STOP	110-13-1303-406130	\$ 1,050.00
[VENDOR] 24307 : SANDEN Danielle	SEPT URP	119-000980	19-000713	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 31.00
[VENDOR] 9000,2303 : SHAWN COMPTON	7935382	119-001008		09/18/2018	1	UB CR REFUND-99411	170-00-0000-202000	\$ 110.20
[VENDOR] 23938 : SHELL Misty	SEPT URP	119-000981	19-000708	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 38.00
[VENDOR] 20807 : SHERWIN WILLIAMS	STMT 8/31/18	119-001035	19-000782	09/18/2018	1	Parks- paint, brushes & liners. inv 3276-1	110-14-1401-404310	\$ 167.43
1,939.08	STMT 8/31/18	119-001035	19-000782	09/18/2018	2	Parks- Graco pump paint sprayer, inv 3378-5	110-14-1401-406120	\$ 665.00
	STMT 8/31/18	119-001035	19-000782	09/18/2018	3	Parks- Paint for Kiwanas/102 Exit, inv 0978-9	110-14-1401-406120	\$ 978.26
	STMT 8/31/18	119-001035	19-000782	09/18/2018	4	Streets- Liner kits, bags & rags. inv 3226-6, 2930-4	110-13-1303-406130	\$ 128.39
[VENDOR] 176 : SIRCHIE LABORATORIES	0363088-IN	119-001105	19-000609	09/18/2018	1	Photo Scales	110-12-1201-406134	\$ 59.50
328.85	0363088-IN	119-001105	19-000609	09/18/2018	2	Evidence Scale	110-12-1201-406134	\$ 81.50
	0363088-IN	119-001105	19-000609	09/18/2018	3	Sterile Swabs	110-12-1201-406134	\$ 174.90
	0363088-IN	119-001105	19-000609	09/18/2018	4	Shipping	110-12-1201-406101	\$ 12.95
[VENDOR] 177 : SIX STATES DISTRIBUTORS/TRUCKPRO	05-172351	119-001036	19-000786	09/18/2018	1	Solenoid valve	130-16-1601-406125	\$ 101.98

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[VENDOR] 20614 : SKAGGS PUBLIC SAFETY UNIFORMS	3094919RI	119-001106	18-003531	09/18/2018	1	Firefighter Uniforms	110-12-1205-402101	\$ 2,929.50
[VENDOR] 178 : SKIPS TIRE	163030	119-001107	19-000737	09/18/2018	1	PD-Rear Essentic kit inv 163030	110-12-1201-406125	\$ 241.04
[VENDOR] 180 : SMYTH PRINTING INC	47817	119-000982	19-000680	09/18/2018	1	White envelopes	250-35-3501-406001	\$ 331.94
406.34	47818	119-001108	19-000758	09/18/2018	1	Horton business cards	110-19-1901-405500	\$ 74.40
[VENDOR] 21732 : SST TESTING +, INC.	8/31/18 STMT	119-000983	19-000676	09/18/2018	1	Drug & Alcohol Testing inv-08071804ea	110-11-1109-402202	\$ 180.00
750.00	8/31/18 STMT	119-000983	19-000676	09/18/2018	2	Drug & Alcohol Testing inv-8141808JS	110-11-1109-402202	\$ 60.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	3	Drug & Alcohol Testing inv-8161808JS	110-11-1109-402202	\$ 60.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	4	Drug & Alcohol Testing inv-8171806JS	110-11-1109-402202	\$ 60.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	5	Drug & Alcohol Testing inv-8201801JS	110-11-1109-402202	\$ 120.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	6	Drug & Alcohol Testing inv-8221804JS	110-11-1109-402202	\$ 90.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	7	Drug & Alcohol Testing inv-8241809JS	110-11-1109-402202	\$ 60.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	8	Drug & Alcohol Testing inv-8271805JS	110-11-1109-402202	\$ 60.00
	8/31/18 STMT	119-000983	19-000676	09/18/2018	9	Drug & Alcohol Testing inv-8281802JS	110-11-1109-402202	\$ 60.00
[VENDOR] 20745 : STANDARD PLUMBING	HQWQ89	119-001038	19-000762	09/18/2018	1	2" nipple	130-16-1601-406125	\$ 5.76
7.47	HQWQ89	119-001038	19-000762	09/18/2018	2	2" close Nipple	130-16-1601-406125	\$ 1.71
[VENDOR] 22639 : STAPLES ADVANTAGE	LA@368565-9/1/18	119-001037	19-000812	09/18/2018	1	PD- Office supplies, USB, envelopes. inv 3386900556, 3386900555	110-12-1201-406001	\$ 242.52
907.62	LA@368565-9/1/18	119-001037	19-000812	09/18/2018	2	PD- Toner, Lable tape, inv 3385600930, 3387593988	110-12-1201-406101	\$ 431.48
	LA@368565-9/1/18	119-001037	19-000812	09/18/2018	3	PD- Toner & office supplies, inv 3388225703	110-12-1201-406001	\$ 233.62
[VENDOR] 8000.2297 : STEVEN OR DEBRA DAVIS	7935376	119-001002		09/18/2018	1	UB CR REFUND-102023	170-00-0000-202000	\$ 64.31
[VENDOR] 23658 : STOTZ EQUIPMENT	8/31/18 STMT	119-000984	19-000698	09/18/2018	1	Golf-Bed Kits inv P43088	110-14-1402-406120	\$ 456.52
1199.21	8/31/18 STMT	119-000984	19-000698	09/18/2018	2	Golf- Screws washers & pins, inv P42939	110-14-1402-406120	\$ 191.80
	8/31/18 STMT	119-000984	19-000698	09/18/2018	3	Golf- Roller bearing & belt, inv P43151	110-14-1402-406120	\$ 181.76
	8/31/18 STMT	119-000984	19-000698	09/18/2018	4	Golf- Gasket, muffler, screws & flange nut. inv P43153	110-14-1402-406120	\$ 323.64
	8/31/18 STMT	119-000984	19-000698	09/18/2018	5	Golf- Puller, inv P43314	110-14-1402-406120	\$ 45.49
[VENDOR] 21607 : SUN MOUNTAIN SPORTS	523009	119-001109	19-000774	09/18/2018	1	Special ORder Jim Montouro	110-14-1402-406133	\$ 149.15
[VENDOR] 21331 : SWEETWATER COUNTY HEALTH DEPT	EH-2608	119-000985	19-000684	09/18/2018	1	BAC T samples for June, July and August 2018	150-33-3302-406130	\$ 1,875.00
[VENDOR] 19140 : SWEETWATER COUNTY SHERIFF'S OFFICE	August 2018	119-001110	19-000793	09/18/2018	1	August Prisoner Boarding Fees	110-12-1201-404706	\$ 4,420.00
[VENDOR] 23597 : SWEETWATER NOW LLC	2597	119-001111	19-000545	09/18/2018	1	Advertising Contract for Downtown Rock Springs Events	110-11-1106-405402	\$ 300.00
600.00	2603	119-001112	19-000545	09/18/2018	1	Advertising Contract for Downtown Rock Springs Events	110-11-1106-405402	\$ 300.00
[VENDOR] 189 : SWEETWATER PLUMBING & HEATING LLC	78689, 78673	119-000986	19-000691	09/18/2018	1	Water- Sch80 Fittings, inv 78689 & 78673	150-33-3302-406120	\$ 44.65

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[VENDOR] 24602 : TAYLOR MADE	32584352	119-001113	19-000776	09/18/2018	1	adidas hats	110-14-1402-406133	\$ 180.27
[VENDOR] 21608 : TAYLOR MADE GOLF CO., INC.	33371134	119-001114	19-000771	09/18/2018	1	Paul Parker high toe wedge	110-14-1402-406133	\$ 124.75
[VENDOR] 20717 : TEAM LABORATORY CHEMICAL CORP	INV0012941	119-001115	19-000747	09/18/2018	1	FINE ROAD PATCH	110-13-1303-406130	\$ 1,695.00
[VENDOR] 19611 : THATCHER COMPANY	1445654	119-000987	19-000421	09/18/2018	1	275 gallons totes of T-Chlor 12.5%	150-33-3302-406130	\$ 3,492.15
[VENDOR] 221 : THOMSON REUTERS - WEST PMNT CENTER	838825406	119-001116	19-000790	09/18/2018	1	West Information Charges 8/1/18-8/3/18. Inv. 838815406.	110-11-1102-403220	\$ 2,128.00
[VENDOR] 201 : TIRE DEN INC 3,690.85	8/31/18 STMT	119-001142	19-000826	09/18/2018	1	FRC- Tires for Tahoe, inv 1-301538	110-14-1405-406120	\$ 708.00
	8/31/18 STMT	119-001142	19-000826	09/18/2018	2	Golf- Misc tires, inv 1-300881, 1-300252	110-14-1402-406120	\$ 272.30
	8/31/18 STMT	119-001142	19-000826	09/18/2018	3	Parks= Tires, inv 1-300576	110-13-1303-406125	\$ 160.00
	8/31/18 STMT	119-001142	19-000826	09/18/2018	4	Streets- Used tires, flat repair, & peterbilt service. inv 1-301411, 1-299729, 1-300110, 1-300200, 1-300556	110-13-1303-406120	\$ 2,550.55
[VENDOR] 9000.2293 : TRENT OR DANA SPARKS	7935372	119-000998		09/18/2018	1	UB CR REFUND-97661	170-00-0000-202000	\$ 23.11
[VENDOR] 24564 : TUCK, MEGAN	SEPT URP	119-000988	19-000712	09/18/2018	1	Sep. Urp	250-00-0000-115000	\$ 31.00
[VENDOR] 18970 : TURF EQUIPMENT AND IRRIGATION 3317.39	8/31/18 STMT	119-001039	19-000814	09/18/2018	1	Parks- Toro Mower Parts, inv 433176-00	110-14-1401-406125	\$ 146.82
	8/31/18 STMT	119-001039	19-000814	09/18/2018	2	Parks- Brake Parts for Toro, inv 433176-01	110-14-1401-406125	\$ 298.78
	8/31/18 STMT	119-001039	19-000814	09/18/2018	3	Golf- Bushing, inv 432621-00	110-14-1402-406120	\$ 61.29
	8/31/18 STMT	119-001039	19-000814	09/18/2018	4	Golf- Bearing, hub's, vibs roller, inv 432964-00	110-14-1402-406120	\$ 1,755.84
	8/31/18 STMT	119-001039	19-000814	09/18/2018	5	Golf- Roller Assembly, inv 433467-00	110-14-1402-406120	\$ 158.93
	8/31/18 STMT	119-001039	19-000814	09/18/2018	6	Golf- hybrid cups, inv 433891-00	110-14-1402-406130	\$ 288.97
	8/31/18 STMT	119-001039	19-000814	09/18/2018	7	Golf- workman parts, scraper rod, inv 433810-00	110-14-1402-406120	\$ 606.76
[VENDOR] 24229 : TYLER TECHNOLOGIES, INC.	045-237388	119-001040	19-000780	09/18/2018	1	Executime Advanced Scheduling	110-11-1107-407415	\$ 80.00
[VENDOR] 22500 : UNITED SITE SERVICES 690.90	114-7189070	119-000989	19-000643	09/18/2018	1	Yearly portable restroom rental	110-13-1304-404310	\$ 197.95
	August Trash Service	119-001041	19-000769	09/18/2018	1	Restroom Service Century West Park	110-14-1401-406130	\$ 154.95
	August Trash Service	119-001041	19-000769	09/18/2018	2	Restroom Service Blairtown Park	110-14-1401-406130	\$ 212.00
	August Trash Service	119-001041	19-000769	09/18/2018	3	Restroom Service Dog Park	110-14-1401-406130	\$ 126.00
[VENDOR] 20380 : UPS 129.37	67348	119-001117	19-000803	09/18/2018	1	Shipping Fees	110-12-1201-406101	\$ 88.89
	67358	119-001118	19-000802	09/18/2018	1	Shipping Fees	110-12-1201-406101	\$ 40.48
[VENDOR] 553 : WALMART COMMUNITY BRC	825100720442	119-000990	19-000528	09/18/2018	1	Portable Projection Screen	110-12-1205-406113	\$ 149.99
[VENDOR] 24209 : WATCHGUARD VIDEO 474.00	ADVREP134853	119-001119	19-000795	09/18/2018	1	Replacement Body Camera Replaced A17926	110-12-1201-406120	\$ 450.00
	ADVREP134853	119-001119	19-000795	09/18/2018	2	Shipping	110-12-1201-406101	\$ 24.00
[VENDOR] 226 : WHISLER CHEVROLET CO	5001054	119-000991	19-000687	09/18/2018	1	Police- FTP Sensor, inv 5001045	110-12-1201-406125	\$ 47.12

Vendors	Vendor Invoice	Invoice	Purchase Order	Due Date	Line No	Line Item Description	Account Number	Amount
✓ [VENDOR] 24039 : WHITAKER CONSTRUCTION CO., INC. 112,815.00	Pay App #1	I19-001120	19-000106	09/18/2018	1	Bitter Creek Sewer Crossing Project	130-16-1601-508410	\$ 125,350.00
[VENDOR] 9000.2300 : WILLIAM OR AMANDA GARRISON	7935379	I19-001005		09/18/2018	1	UB CR REFUND-97664	170-00-0000-202000	\$ 89.35
[VENDOR] 9000.2286 : WILLIAM OR KATHRINE OLESON	7935375	I19-001001		09/18/2018	1	UB CR REFUND-96706	170-00-0000-202000	\$ 56.67
✓ [VENDOR] 22284 : WIRELESS ADVANCED COMM., INC. 170.00	2227378, 2227396	I19-001157	19-000794	09/18/2018	1	Mics swapped on camera	110-12-1201-404311	\$ 85.00
	2227378, 2227396	I19-001157	19-000794	09/18/2018	2	Bad connector to power wire for radio repair	110-12-1201-404311	\$ 85.00
✓ [VENDOR] 228 : WYLIE CONSTRUCTION INC 50,186.34	Pay App #4	I19-001121	18-003757	09/18/2018	1	Bunning Park Rehabilitation Project	110-13-1303-507145	\$ 55,762.60
✓ [VENDOR] 19716 : WYOMING ANALYTICAL LABS 740.00	37565R	I19-001122	18-000044	09/18/2018	1	Groundwater Testing	150-33-3302-403310	\$ 370.00
	37573R	I19-001123	18-000044	09/18/2018	1	Groundwater Testing	150-33-3302-403310	\$ 370.00
✓ [VENDOR] 20079 : WYOMING HISTORICAL SOCIETY 290.00	RS Museum	I19-001143	19-000835	09/18/2018	1	2019 Calendars	110-34-3401-406133	\$ 125.00
	RS Museum	I19-001143	19-000835	09/18/2018	2	Snow Chi Minh Trail Books	110-34-3401-406133	\$ 140.00
	RS Museum	I19-001143	19-000835	09/18/2018	3	Snow Chi Minh Trail Books and 2019 Calendars Shipping	110-34-3401-406101	\$ 25.00
✓ [VENDOR] 234 : WYOMING LAW ENF ACADEMY 567.02	STMT 8/31/18	I19-001124	19-000797	09/18/2018	1	Firearms Training - Advanced for Matt Jones	110-12-1201-403210	\$ 275.00
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	2	Firearms Instructor Recertification and Update - Tim Robinson	110-12-1201-403210	\$ 165.00
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	3	Custody and Control Instructor Recertification & Update - Aaron Hager	110-12-1201-406134	\$ 165.00
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	4	Guest Instructor - Death Scene Investigation - Clark Robinson	110-12-1201-403210	\$ -440.50
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	5	Custody and Control Instructor Certification - Matt Jones	110-12-1201-403210	\$ 325.00
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	6	Firearms Instructor Recertification & Update - Tony Hall	110-12-1201-403210	\$ 165.00
	STMT 8/31/18	I19-001124	19-000797	09/18/2018	7	Lodging Reimbursement for Bill Erspamer - locked out of dorms was originally placed on Dwane's VISA card	110-12-1201-405801	\$ -87.48
✓ [VENDOR] 21415 : WYOMING WASTE SYSTEMS - ROCK 5,390.46	2934892, 2935128	I19-000982	19-000080	09/18/2018	1	Approximately 6 Months of Solid Waste Services	110-13-1303-406130	\$ 5,274.89
	2935582, 2937572	I19-001125	19-000755	09/18/2018	1	trash pick-up - 501 S Main Street	110-11-1106-406120	\$ 105.57
	2935582, 2937572	I19-001125	19-000755	09/18/2018	2	trash pick-up - 603 S Main Street	110-11-1106-406120	\$ 10.00
✓ [VENDOR] 19940 : WYOMING WORK WAREHOUSE 881.04	IN64977, IN64999	I19-000993	19-000690	09/18/2018	1	Streets- Boots for Cory Turcato, inv IN64977	110-13-1303-402103	\$ 147.59
	IN64977, IN64999	I19-000993	19-000690	09/18/2018	2	Streets- Boots for Jake Lee, inv IN64999	110-13-1303-402103	\$ 134.09
	IN;65031,64922,65291	I19-000994	19-000690	09/18/2018	1	WRF- Boots for Jay Jordan, inv IN65291	130-16-1601-402103	\$ 140.39
	IN;65031,64922,65291	I19-000994	19-000690	09/18/2018	2	WRF- Boots for Rick Turnbo, inv IN64922	130-16-1601-402103	\$ 163.79
	IN;65031,64922,65291	I19-000994	19-000690	09/18/2018	3	WRF- Boots for Dusty Ledbetter, inv IN65031	130-16-1601-402103	\$ 147.59
	IN64958	I19-000995	19-000690	09/18/2018	1	Cemetery- Boots for Caleb Jackson, inv IN64958	110-13-1304-402103	\$ 147.59

GRAND TOTAL (Excluding Retainage) :

\$ 1,259,761.82

Prepay

City of Rock Springs
Open Item Listing

Run Date: 09/06/2018 User: sam_michel

Status: POSTED Due Date: 09/07/2018
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	083118/19038	19-000893	19-000683	09/07/2018	1	Sales Tax collections 8/1 2018 - 8/31/2018	110-00-0000-202050 \$	1,408.05
GRAND TOTAL :								\$ 1,408.05



CITY OF ROCK SPRINGS

September 7, 2018

INTERNAL REVENUE SERVICE	Electronic fund transfer	\$	146,786.92
ICMA RETIREMENT CORP (wire)	Employee Deferred	\$	2,672.38
496 & 872-NCPERS GROUP LIFE/PRUDENTIAL	Group Life employee deductions	\$	832.00
AFLAC INSURANCE NEW GROUP	Employee Premiums	\$	6,039.73
AXA-EQUITABLE LIFE	Employee Deferred	\$	137.50
SWEETWATER COUNTY CIRCUIT COURT (RS)	Employee garnishments	\$	444.38
FLEXSHARE-BLUE CROSS BLUE SHIELD	Employee BCBS Flexshare	\$	6,574.16
GREAT-WEST LIFE & ANNUITY	Employee Deferred	\$	8,207.50
GREAT-WEST LIFE & ANNUITY	Post Tax	\$	265.00
NATIONWIDE RETIREMENT SOLUTIONS	Employee Deferred	\$	370.00
RS POLICE PROTECTIVE ASSOC	Employee dues	\$	555.00
RS CITY TREASURER	Employee BCBS reimbursement	\$	61,680.86
RS FIREFIGHTER ASSN #1499	Employee dues	\$	2,142.40
SUN LIFE ASSURANCE CO	Employee Premiums	\$	1,782.40
SWEETWATER COUNTY CIRCUIT COURT (GR)	Employee garnishments	\$	472.65
SWEETWATER FEDERAL CREDIT UNION	Employee deductions	\$	3,050.00
UMWA/OAW LOCAL #4893	Employee dues	\$	2,123.10
UNITED WAY OF SW WYOMING	Employee deductions	\$	754.38
WADDELL & REED FINANCIAL SERVICES	Employee Deferred	\$	925.00
WADDELL & REED FINANCIAL SERVICES	Section 529 Plan	\$	775.00
WYOMING CHILD SUPPORT ENFORCEMENT	Child Support payments	\$	3,707.50
WYOMING RETIREMENT SYSTEM	Employee benefits	\$	120,590.73
WYOMING RETIREMENT SYSTEM	Law Enforcement	\$	51,515.12
WYOMING RETIREMENT SYSTEM	Fire benefit city/employee	\$	56,299.23
WYOMING WORKERS COMP	Employee benefits	\$	27,111.23
WYOMING WORKERS COMP	Work Restitution Workers	\$	-
	Total	\$	505,814.17

City of Rock Springs

Payroll Authorization
for September 7, 2018

Gross Payroll - \$ 739,383.32



City Council Agenda

New Business



September 5, 2018

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

RE: Request for Permission to Purchase a used Streets Sweeper for the Streets
Department

The Department of Engineering and Operations is requesting permission to purchase a used Dulevo 6000 Street Sweeper from Hardline Equipment, P.O. Box 39, Henderson CO 80640. The quoted price for the sweeper is \$252,060. This unit has been used as a demonstration model. The 2005 Elgin sweeper will be traded in because it has been discontinued and obtaining parts for repair and maintenance has been impossible. I have attached the quote which includes the trade in credit.

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

Respectfully yours,

Paul D. Kauchich, PE
Director of Engineering and Operations

PDK



Phone: 303-288-8989
 Fax: 303-288-8787
 www.hardlineequipment.com

Po Box 39
 Henderson, Co. 80640

Proposal

Date	No.
9/4/2018	570

Name / Address
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

Ship To
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

P.O. No.		Rep		VIN #		Body S/N #		Body Model #	
Item	Qty	U/M	Description				Rate	Amount	
Sales General	1		Dulevo 6000 - Regular Dump Vacuum Assisted Mechanical Sweeper Main Technical Specifications and Standard Equipment - 6 Yard Stainless Steel Hopper (Regular Dump) - Hydraulically Powered with Variable Pump and Hydraulic Motor Directly Connected to the Front Differential - Hydraulic Power Steering with Four Wheel Steering - Self-leveling Rear Hydraulic Suspension - DOT Approved Lighting System (LED Tail Lights, Incandescent Headlights and Side Turns) - Two Seats (Driving From Right Side) Pressurized Cab Equipped with Filtering System and Safety Belts - Working Hour Meter - Speedometer with Total Miles and Working Odometer - Air Conditioning (Standard) - Heat - Brigade Rear-View Color Camera with 7" Monitor - LED Work Light Mounted on Side Broom (One Per Side) - LED Work Lights Mounted on Front Corners of Cab Illuminating Front Broom Area - 2 LED Strobe Lights Mounted on Front / Top of Cab - 1 LED Strobe Light Mounted on Upper Rear - Hydraulic Dumping from the Ground or in Raised Position - Stainless Steel Water Nozzles Equipped on Front Broom, and Each Side Broom - 132 Gallon Stainless Steel Water Tank				255,884.00	255,884.00	
Quote held for 30 days							Total		



Phone: 303-288-8989
 Fax: 303-288-8787
 www.hardlineequipment.com

Po Box 39
 Henderson, Co. 80640

Proposal

Date	No.
9/4/2018	570

Name / Address
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

Ship To
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

P.O. No.		Rep	VIN #			Body S/N #		Body Model #	
Item	Qty	U/M	Description			Rate	Amount		
Sales General	1		<div>- Mirror for Front Broom Visibility Mounted in Center of Cab</div> <div>- USB, CD, AM/FM Player with 2 Speakers</div> <div>- Sweeping System Consists of:</div> <div>- Hydraulically Adjustable, Centrally Located Main Broom</div> <div>- Left and Right Side Brooms</div> <div>- 180 Degree Right Hand / Left Hand Front Extendable Broom Equipped with Shear Bolt</div> <div>- Dual Belt Driven Conveyor with 11 Vertical Flights and Squeegees</div> <div>- Suction System Consists of:</div> <div>- Two Hydraulically Controlled Suction Turbines</div> <div>- Polyester Gore Filtering System</div> <div>- Gore Filter Equipped with Standard 5 Year Warranty</div> <div>- Hydraulic Filter Shaker</div> <div>- User and Maintenance Manuals / Parts CD</div> <div>- 6000K.60.04 / 6000K.09.21</div> <div>- GPS Monitoring System (Used for Troubleshooting, Diagnosing, and Location Services) Includes 1 Year of Service and Software (6000T.21.19) (Each Year = \$458 Additional) INCLUDED AT NO COST FOR THE 1ST YEAR.</div>				0.00		
Sales General	1		<div>- Electrically Controlled and Heated Mirrors (6000T.06.17) INCLUDED</div>			0.00	0.00		
Sales General	1		<div>- Container Inspection Door Located on Curb Side (6000T.09.07)</div>			0.00	0.00		
Sales General	1		<div>- Hydraulic Opening Rear Door Operated From the Cab (6000T.09.08) INCLUDED</div>			0.00	0.00		
Sales General	1		<div>- Rear Suction Hose (6000T.03.02,.05) INCLUDED</div>			0.00	0.00		
Sales General	1		<div>- Water Kit for Rear Suction Hose (6000T.03.08) INCLUDED</div>			0.00	0.00		
Sales General	1		<div>- Water Fill and Wash Down System</div>			2,887.00	2,887.00		
Quote held for 30 days						Total			

Proposal Valid For 30 Days From Proposal Date



Phone: 303-288-8989
 Fax: 303-288-8787
 www.hardlineequipment.com

Po Box 39
 Henderson, Co. 80640

Proposal

Date	No.
9/4/2018	570

Name / Address
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

Ship To
City of Rock Springs Dept of Engineering & Operations Jon Lesko 212 D Street Rock Springs, WY 82901

P.O. No.		Rep		VIN #				Body S/N #		Body Model #	
Item	Qty	U/M	Description				Rate	Amount			
Sales General	1		- Brush Guard Protection System (6000T.13.32)(Keeping Branches Away From Machine) INCLUDED				0.00	0.00			
Sales General	1		- LubeCore Auto Lube System With Heavy Duty Korilla Line and Crimped Fittings 3 Year Warranty on Pump and Manifolds with Use of LubeCore/ Hardline Grease				7,289.00	7,289.00			
Sales General			Trade: 2005 Elgin Eagle. 2006 Sterling Cab Over Chassis. **If GVWR is over 20,000 pounds an additional shipping cost could apply.**				-9,000.00	-9,000.00			
Sales General			DEMO UNIT DISCOUNT				-5,000.00	-5,000.00			
Freight			- Freight/Shipping INCLUDED					0.00			
	13							252,060.00			
			Non Taxable				0.00%	0.00			
Quote held for 30 days								Total			
								\$252,060.00			

Check in
Vault

To Chief for Review
8/31/18

Rock Springs

APPLICATION FOR 24 HR MALT BEVERAGE
OR LIQUOR CATERING PERMIT

LOCAL

Permit Time: 4pm To MIDNT

Name of Event: STEELWORKERS 13214 CHRISTMAS PARTY

Permit Date(s): 12/22/18 to 12/22/18 Times of Event: 4pm to MIDNT

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

Applicant: LEWS INC D/B/A: Budda's Liquor Catering

Contact Person: WING LEW Phone: (307) 389-1309

Company Location: 1549 9th St City: RS State: WYO Zip: 82901

Mailing Address: ' ' City: ' ' State: ' ' Zip: ' '

Business Phone: (307) 362-6541 Email address: Wingsand@yahoo.com

Location of Event/Sales: SWEETWATER EVENTS COMPLEX

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

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

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

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

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

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

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

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

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

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

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

VERIFICATION OF APPLICATION

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

Dated this 31st day of Aug, 2018.

Wing Shi Lee
Applicant Signature

Applicant Signature

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

Signature of Licensing Authority Official

Date

[Signature]
Law Enforcement Review Signature

9/7/18
Date

Comments: _____

RSPD IS PROVIDING SECURITY PER
LOU ATKINSON.

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

Security Required? ☐ Yes ☐ No

Liquor Liability Insurance Required? ☐ Yes ☐ No

check in vault

To Chief Pacheco
for review 9/6/18
me

APPLICATION FOR 24 HR MALT BEVERAGE
OR LIQUOR CATERING PERMIT

Rock Springs

Permit Time: 4pm To MIDNT

Name of Event: Ciner President Award Dinner
Permit Date(s): 10/9/18 to 10/9/18 Times of Event: 4pm to MIDNT
No. of Days Permitted: 1 Fee per day: \$75.00 Total Fee: \$75.00
Applicant: Lows Inc D/B/A: BUDDA'S Liquor Cater
Contact Person: WING LEW Phone: (307) 389-1309
Company Location: 1549 9th St City: RS State: WY Zip: 82901
Mailing Address: " City: " State: " Zip: "
Business Phone: (307) 362-6541 Email address: Wingsands@yahoo.com
Location of Event/Sales: PUNNING FREIGHT STATION

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

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

A nonprofit corporation organized under the laws of this state: YES ☐ NO ☒
Qualified as a tax exempt organization under the Internal Revenue Code: YES ☐ NO ☒
And have been in continuous operation for not less than two (2) years. YES ☐ NO ☒

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

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

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

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

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

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

VERIFICATION OF APPLICATION

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

Dated this 6th day of Sept, 2018.

Wing J. Lee
Applicant Signature

Applicant Signature

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

Note: Craig Rood AND Wendy Straub will be the
Civic contact persons for security.

Signature of Licensing Authority Official

Date

[Signature]
Law Enforcement Review Signature

Date

Comments: Security Detail on Place.

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

Security Required? ☐ Yes ☐ No

Liquor Liability Insurance Required? ☒ Yes ☐ No



SANDCAT-01

MAMCNEILL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/07/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wyoming Financial Insurance 503 W Main St Riverton, WY 82501	CONTACT NAME: Mary McNeill	
	PHONE (A/C, No, Ext): (307) 857-4930	FAX (A/C, No):
INSURED Sand's Catering Buddha Bob's Bar 1549 9th Street Rock Springs, WY 82901	E-MAIL ADDRESS: mmcneill@weres.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Capitol Specialty Insurance Corporation	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC #		
10328		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			CS02319122	12/31/2017	12/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			CS02319122	12/31/2017	12/31/2018	Occurrence \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Rock Springs 212 D Street Rock Springs, WY 82901	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

Check in vault

R2018
COOL 18
al7/18

HOLD PERMIT @ CITY HALL
FOR PICKUP - please call

To Chief for review -
see back pg. re: security

APPLICATION FOR 24 HR MALT BEVERAGE
OR LIQUOR CATERING PERMIT

Rock Springs

Permit Time: 4pm To 11pm

Name of Event: GENESIS SERVICE AWARDS BANQUET

Permit Date(s): 10/3/18 to 10/3/18 Times of Event: 4pm to 11pm

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

Applicant: LEWS INC D/B/A: BUDDHA'S LIQUOR CATERING

Contact Person: WING LEW Phone: (307) 389-1309

Company Location: 1549 9th St City: RS State: WYO Zip: 82901

Mailing Address: " City: " State: " Zip: "

Business Phone: (307) 362-6541 Email address: Wingsands@yahoo.com

Location of Event/Sales: BUNNING FREIGHT STATION

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

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

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

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

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

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

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

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

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

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

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

VERIFICATION OF APPLICATION

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

Dated this 27th day of AUGUST, 2018.

[Signature]
Applicant Signature

Applicant Signature

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

SECURITY: DAVID RAPLAN AND STACY THIBODEAUX BOTH OF GENESIS.

Signature of Licensing Authority Official

Date

[Signature]
Law Enforcement Review Signature

8/28/18
Date

Comments: Security Detail in place.

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

Security Required? ☐ Yes ☐ No

Liquor Liability Insurance Required? ☐ Yes ☐ No



SANDCAT-01

MAMCNEILL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/07/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wyoming Financial Insurance 503 W Main St Riverton, WY 82501	CONTACT Mary McNeill	
	PHONE (A/C, No, Ext): (307) 857-4930	FAX (A/C, No):
	E-MAIL ADDRESS: mmcneill@werccs.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Capitol Specialty Insurance Corporation	10328
INSURED Sand's Catering Buddha Bob's Bar 1549 9th Street Rock Springs, WY 82901	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CS02319122	12/31/2017	12/31/2018	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE	\$
	DED <input type="checkbox"/> RETENTION \$						AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Liquor Liability			CS02319122	12/31/2017	12/31/2018	Occurrence	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Check in Vault

To Chief for Review
9/4/18



APPLICATION FOR 24 HR MALT BEVERAGE
OR LIQUOR CATERING PERMIT

Permit Time: 5pm -> midnight

Name of Event: Wardell Wedding
Permit Date(s): 9/29/18 to 9/29/18 Times of Event: 5pm to midnight
No. of Days Permitted: 1 Fee per day: \$75.00 Total Fee: 75.00
Applicant: Santa Fe D/B/A: Santa Fe Southwest Grill
Contact Person: Chris Soderlund Phone: (307) 760-4504
Company Location: 1635 Elk St City: RS State: WY Zip: 82901
Mailing Address: Same City: _____ State: _____ Zip: _____
Business Phone: (307) 362-5427 Email address: santafe-trail@me.com
Location of Event/Sales: Banning Freight Station

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

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

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

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

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

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

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

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

***IF A LIQUOR LICENSE HOLDER IN THE CITY OF ROCK SPRINGS, COMPLETION OF THE FOLLOWING INFORMATION IS NOT REQUIRED.**

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

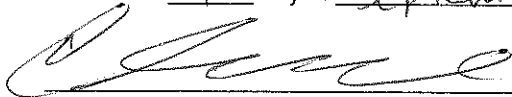
By filing this application, I agree to operate in Wyoming under the requirements of W.S.12-4-502 and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

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

VERIFICATION OF APPLICATION

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

Dated this 4 day of September, 2018.

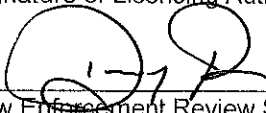


Applicant Signature

Applicant Signature

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

Signature of Licensing Authority Official



Law Enforcement Review Signature

Date

9/17/18

Date

Comments: Security Detail In Place

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

Security Required? ☐ Yes ☐ No

Liquor Liability Insurance Required? ☐ Yes ☐ No

**Santa Fe Southwest Grill
1635 Elk Street
Rock Springs, WY 82901
Banquet Cell: 307-389-1188**

September 4, 2018

Honorable Mayor Demshar
Rock Springs City Council Members
Rock Springs, Wyoming 82901

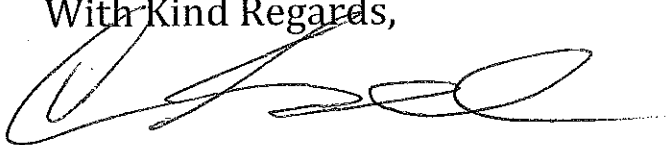
Re: Catering Permit

Mayor Demshar and Rock Springs City Council,

Santa Fe Southwest Grill respectfully requests a Catering Permit for Wardell Wedding event to be held on September 29, 2018 at the Freight Station.

Steven Wardell, Tyler Cunningham, and Chris Soderlund will provide security.

With Kind Regards,

A handwritten signature in black ink, appearing to read "Chris Soderlund", with a large, stylized initial "C" and a long horizontal flourish.

Chris Soderlund

Enclosure: Check



CERTIFICATE OF LIABILITY INSURANCE

SANTA-2

OP ID: ME

DATE (MM/DD/YYYY)

09/14/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tegeler & Associates-RS PO Box 1107 Rock Springs, WY 82902 John T. Pivic (Zeke)	CONTACT NAME: John T. Pivic (Zeke)	
	PHONE (A/C, No, Ext): 307-362-5655	FAX (A/C, No): 307-362-6635
	E-MAIL ADDRESS: zpivic@tegelerinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Nationwide	42579
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

INSURED Santa Fe Trail, Inc. Nine Iron Grill, Inc. 1635 Elk Street Rock Springs, WY 82901	
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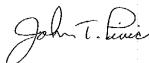
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		ACP7565765633	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			ACP7565765633	09/01/2018	09/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ACP7565765633	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

CITYORO City of Rock Springs 212 D Street Rock Springs, WY 82901	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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City Council Agenda

Resolutions

Pub
2/6/18

RESOLUTION NO. 2018- 138

A RESOLUTION DECLARING AN AREA TO BE A SLUM AREA OR BLIGHTED AREA OR A COMBINATION THEREOF AND APPROPRIATE FOR THE PLANNING AND INITIATION OF URBAN RENEWAL PROJECTS.

WHEREAS, the City of Rock Springs, Wyoming by Resolution No. 2005-199 determined that the area described herein is contained within the Area Of Operation of the Urban Renewal Agency of the City of Rock Springs, Wyoming; and,

WHEREAS, the Rock Springs Urban Renewal Agency of the City of Rock Springs, Wyoming, has provided information demonstrating that the area described as:

Beginning at the intersection of Dewar Drive and the South Side Belt Route, southerly to Blair Avenue, easterly along Blair Avenue to A Street, southerly along A Street to Cedar Street, easterly along Cedar Street to D Street, northerly along D Street to 2nd Street, along 2nd Street to James Drive, easterly along James Drive to the South Side Belt Route, northerly along the South Side Belt Route to 9th Street, easterly along 9th Street to Interstate 80, westerly along I-80 to the Elk Street exit, westerly across Elk Street to Stagecoach Boulevard, westerly along Stagecoach Boulevard to Springs Drive, southerly along Springs Drive to Elk Street, southerly along Elk Street to the Bitter Creek Stream Channel, southerly along the Bitter Creek Stream Channel to Dewar Drive, westerly along Dewar Drive to the intersection with the South Side Belt Route.

Said area being outlined on Map. No. 1, a copy of which is attached hereto and by this reference incorporated herein, is appropriate for an urban renewal project; and,

WHEREAS, on or about the 7th day of February, 2006 pursuant to the provisions of W.S. § 15-9-107, the Governing Body of the City of Rock Springs, Wyoming, in Resolution 2006-16, determined the area described above to be a slum area or blighted area or a combination thereof, as defined by W.S. §§ 15-9-103 (a)(iii) and (xvi) and appropriate for an urban renewal project; and,

WHEREAS, after careful consideration, and after public notice and hearing held at the Council's regular session on September 18, 2018, the Governing Body of the City of Rock Springs finds that: (1) slummed and blighted conditions continue to exist within the designated area; (2) the designated area continues to be appropriate for urban renewal projects; and, (3) it is in the best interest of the area should be re-designated as a slummed and blighted area within the City of Rock Springs.

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

Section 1. The Governing Body of the City of Rock Springs, Wyoming determines the area described as:

Beginning at the intersection of Dewar Drive and the South Side Belt Route, southerly to Blair Avenue, easterly along Blair Avenue to A Street, southerly along A Street to Cedar Street, easterly along Cedar Street to D Street, northerly along D Street to 2nd Street, along 2nd Street to James Drive, easterly along James Drive to the South Side Belt Route, northerly along the South Side Belt Route to 9th Street, easterly along 9th Street to Interstate 80, westerly along I-80 to the Elk Street exit, westerly across Elk Street to Stagecoach Boulevard, westerly along Stagecoach Boulevard to Springs Drive, southerly along Springs Drive to Elk Street, southerly along Elk Street to the Bitter Creek Stream Channel, southerly along the Bitter Creek Stream Channel to Dewar Drive, westerly along Dewar Drive to the intersection with the South Side Belt Route.

Said area being outlined on Map No. 1, a copy of which is attached hereto and by this reference incorporated herein, contains a slum area or a blighted area or a combination thereof as these terms are defined in the Wyoming Urban Renewal Code.

Section 2. The Rock Springs Urban Renewal Agency of the City of Rock Springs, Wyoming is hereby directed to continue to plan and initiate urban renewal projects for the urban renewal area defined herein.

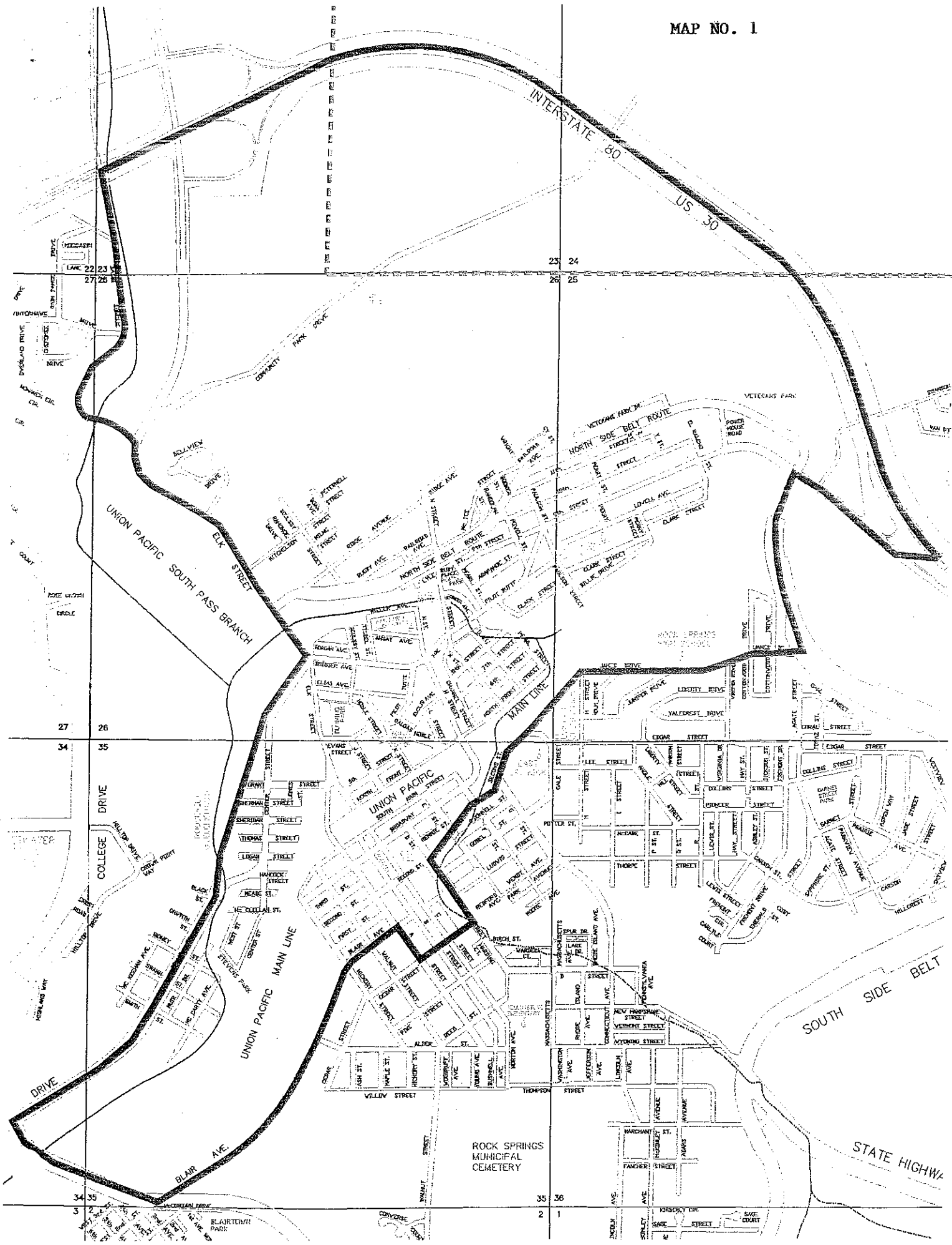
PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

Mayor

Attest:

City Clerk



12/13
9/6/18

RESOLUTION NO. 2018- 139

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF WASTEWATER TREATMENT PLANT SUPERINTENDENT AT PAY GRADE 64, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Wastewater Treatment Plant Superintendent position at pay grade 64; 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 Wastewater Treatment Plant Superintendent position at pay grade 64, 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: Wastewater Treatment Plant Superintendent

DEPARTMENT: Water Reclamation Facility

SUPERVISOR: Director of Engineering & Operations

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 administrative direction, to supervise, plan, and coordinate the activities and operations of the Wastewater Division of Engineering and Operations; to coordinate assigned activities with other divisions, outside agencies and the general public; to supervise and direct the sewer collection system; and to provide highly responsible and complex administrative support to the Director of Public Services.

SUPERVISION EXERCISED:

Exercises direct supervision over supervisory, technical, and maintenance staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Coordinate the organization, staffing, and operational activities for Wastewater Division plant operations including the collection and treatment of wastewater and the reduction and disposal of wastewater and wastewater byproducts; supervise and direct the sewer collection system.
2. Participate in the development and implementation of goals, objectives, policies, and priorities for assigned programs; identify resource needs; make recommendations for treatment plant expansions and improvements; recommend and administer policies and procedures.
3. Select, train, motivate, and evaluate assigned personnel; provide or coordinate staff training; work with employees to correct deficiencies.
4. Direct, coordinate, and review the work plan for the Wastewater Division; meet with staff to identify and resolve problems; assign work activities, projects, and programs; monitor work flow; review and evaluate work products, methods, and procedures.
5. Supervise the use and operation of tools, equipment, and vehicles; ensure that tools,

- equipment, and vehicles are safely operated, maintained, and secured when not in use; schedule the service, repair, and replacement of tools and equipment.
6. Identify opportunities for improving service delivery methods and procedures; review with appropriate management staff; implement improvements.
 7. Participate in the development and administration of the Wastewater Division budget; forecast additional funds needed for staffing, equipment, materials, and supplies; direct the monitoring of and approve expenditures; direct and implement adjustments as necessary.
 8. Administer the Industrial Pretreatment program.
 9. Coordinate assigned services and activities with those of other divisions and outside agencies and organizations including DEQ, EPA, and OSHA; prepare reports to regulatory agencies.
 10. Review laboratory tests for conformance with standards and need for treatment process control revisions.
 11. Provide staff assistance to the Director of Public Services; prepare and present staff reports and other necessary correspondence; prepare periodic reports on operations and maintenance.
 12. Respond to and resolve difficult inquiries and complaints.
 13. Serve as back-up Operator.
 14. Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of wastewater plant treatment operations.
 15. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand operations, services, and activities of wastewater collection, treatment, and disposal programs.
2. Understand organizational and management practices as applied to the analysis and evaluation of wastewater collection, treatment, and disposal programs, policies, and operational needs.
3. Understand modern and complex principles and practices of program development and administration and project scheduling and management.
4. Understand methods, materials, techniques, equipment, and tools used in wastewater collection, treatment, and disposal.
5. Understand laboratory procedures used in standard chemical analysis and wastewater and

sludge samples.

6. Principles and practices of budget preparation and control.
7. Principles of supervision, training, and performance evaluation.
8. Pertinent federal, state, and local laws, codes, and regulations.
9. Occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
10. Principles of record keeping and report preparation.
11. Operate a variety of vehicles, equipment, and tools used in the operation and maintenance of wastewater treatment plant.
12. Operate modern office equipment including computer equipment, and utilizing modern office practices and methods.
13. Operate a motor vehicle, utilizing safe driving principles and practices.
14. Select, supervise, train, and evaluate staff; manage and coordinate the work of supervisory, technical, and maintenance personnel.
15. Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
16. Read, interpret, and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
17. Interpret and apply the policies, procedures, laws, and regulations pertaining to assigned programs and functions.
18. Prepare and maintain accurate and complete records and prepare clear and concise reports.
19. Prepare and administer budgets.
20. Respond to requests and inquiries from the general public.
21. Communicate clearly and concisely, both orally and in writing.
22. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

City of Rock Springs
Wastewater Treatment Plant Superintendent

Experience:

Five years of responsible experience in wastewater plant operations including two years of supervisory and management experience.

Education:

Equivalent to a high school diploma supplemented by course work in biology, engineering, industrial management, or a related field

License or Certificate:

Possession of a Grade IV Wastewater Treatment Plant Operator Certificate.

Possession of a Level II Collection System Maintenance 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 work in a standard office environment with some exposure to outdoors, mechanical hazards, electrical hazards, and traffic 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

9/6/18

RESOLUTION NO. 2018-140

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF CHIEF WASTEWATER TREATMENT PLANT OPERATOR AT PAY GRADE 57, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Chief Wastewater Treatment Plant Operator position at pay grade 57; 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 Chief Wastewater Treatment Plant Operator position at pay grade 57, 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: Chief Wastewater Treatment Plant Operator

DEPARTMENT: Water Reclamation Facility

SUPERVISOR: Wastewater Plant Superintendent

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 supervise, assign, inspect, review, and participate in the work of staff responsible for wastewater treatment plant operations; and to perform a variety of technical tasks relative to assigned area of responsibility.

SUPERVISION EXERCISED:

Exercises direct supervision over technical staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Recommend and assist in the implementation of goals and objectives; establish schedules and methods for the operation of the wastewater treatment plant; implement policies and procedures.
2. Plan, prioritize, assign, supervise, and review the work of staff responsible for the operation of the wastewater treatment plant including the collection, treatment and disposal of wastewater.
3. Plan and lay out wastewater treatment plant operation work projects; prepare time, material, and equipment estimates for assigned jobs; requisition materials as required; order parts as necessary and ensure parts ordered are received in a timely fashion; select appropriate equipment and materials to complete the work according to specifications, verbal instructions, and established procedures; adapt equipment and materials to meet specific requirements of the work to be accomplished.
4. Participate in the selection of assigned staff; provide or coordinate staff training including in the areas of work methods, techniques, and the use and operation of equipment; work with employees to correct deficiencies.
5. Inspect plant and ensure proper operation and maintenance; inspect and verify work in

- progress and completed work of assigned employees for accuracy, proper work methods and techniques, and compliance with applicable standards and specifications.
6. Supervise the use and operation of tools, and equipment; ensure that tools and equipment are safely operated, maintained, and secured when not in use; schedule the service, repair, and replacement of tools, and equipment.
 7. Prepare necessary records and reports; prepare project status reports; maintain records of projects, activities, and materials used; supervise the maintenance of time, material, and equipment use records.
 8. Participate in the preparation and administration of the assigned budget; submit budget recommendations; prepare and submit requisitions for supplies, materials, and parts; monitor expenditures.
 9. Observe, inspect, and review wastewater test results; notify appropriate personnel of results and required modifications.
 10. Respond to and resolve inquiries and complaints.
 11. Participate in the administration of preventive maintenance, in-service training, and safety programs; develop safety programs that meet Federal and State standards; ensure compliance with safety procedures.
 12. Perform the most difficult wastewater treatment operations duties.
 13. Become familiar with collections operations, and procedures.
 14. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Oversee the operations, services, and activities of a comprehensive wastewater treatment plant operations program.
2. Implement uses, purposes, and operating characteristics of wastewater treatment plant and pump station equipment.
3. Understand the principles of hydraulics.
4. Understand the fundamentals of laboratory analysis, interpretation, and calculations.
5. Understand policies, procedures, and codes related to the operation of the wastewater treatment plant and pump stations.
6. Understand occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.

7. Principles of supervision, training, and performance evaluation.
8. Pertinent Federal, State, and local laws, codes, and regulations.
9. Modern office practices, methods, and computer equipment.
10. Principles and procedures of record keeping and reporting.
11. Principles of budget preparation and control.
12. Practice safe driving principles and practices.
13. Use, operate, and maintain a wide variety of wastewater treatment equipment in a safe and effective manner.
14. Operate modern office equipment including computer equipment.
15. Select, supervise, train, organize, inspect and evaluate the work of technical personnel.
16. Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
17. Select and maintain machinery and equipment used in wastewater treatment.
18. Prepare and maintain records and prepare reports; assist in budget preparation and monitoring.
19. Inspect and assess the operational condition of wastewater treatment equipment and identify malfunctioning equipment.
20. Read, interpret, and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
21. Interpret and apply the policies, procedures, laws, and regulations pertaining to assigned programs and functions.
22. Perform routine chemical analysis.
23. Ensure the maximum utilization of manpower, equipment, and supplies.
24. Accurately determine project material needs.
25. Respond to requests and inquiries from the general public.
26. Independently perform the most difficult operations duties in the area of work assigned.
27. Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

28. Communicate clearly and concisely, both orally and in writing.
29. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Four years of responsible experience in the operation of a wastewater treatment plant including some supervisory experience.

Education:

Equivalent to a high school diploma supplemented by specialized training in wastewater treatment and personnel supervision.

License or Certificate:

Possession of a Grade IV Wastewater Treatment Plant Operator Certificate.

Possession of a Level II Collection System Maintenance Certificate.

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000

9/6/18

RESOLUTION NO. 2018- 141

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF PRE-TREATMENT AND COLLECTION SUPERVISOR AT PAY GRADE 57, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Pre-Treatment and Collection Supervisor position at pay grade 57; 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 Pre-Treatment and Collection Supervisor position at pay grade 57, 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: Pre-Treatment & Collection Supervisor

DEPARTMENT: Waste Water

SUPERVISOR: Waste Water Superintendent

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 general direction, to supervise and coordinate a variety of programs including industrial pretreatment, operations and management of collection system, and City flow monitoring; to write, modify, and enforce ordinances; and to work with EPA, State, and local agencies and businesses initiating, solving, and enforcing regulatory concerns.

ESSENTIAL DUTIES AND RESPONSIBILITIES

SUPERVISION EXERCISED

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

1. Exercises direct supervision over assigned staff.
2. Contact industrial users of the City collection and sewer systems to explain the pretreatment program and City ordinances; answer complaints and questions from users; report information to industrial users as required.
3. Perform technical inspections of user facilities to determine what modifications or additions will be necessary to conform to the ordinances and regulations.
4. Establish and maintain records of all industrial users and the types of pretreatment or access system utilized by each; establish and maintain records on industrial users that are monitored and types of pretreatment.
5. Prepare and deliver legal permits to users; ensure that all sewer use documents are signed, recorded, and filed.
6. Prepare and submit billing for permits and fees as required; collect data and bill users for treatment plant cost recovery; establish pretreatment surcharges for appropriate users.
7. Conduct surveys and studies; initiate reports of statistical information concerning sewer usage and program compliance.

8. Inspect sewer lines and grease trap/interceptors for compliance.
9. Sample wastes coming from industrial users to ensure compliance with Federal, State, and City regulations.
10. Assist in laboratory in performing sample analysis on a time available/as needed basis.
11. Monitor wastewater treatment plant influent, effluent, and sludge quality; set local limits accordingly.
12. Correspond with State and Federal agencies on the pretreatment program; continuously update program to comply with new State and Federal regulations.
13. Stay abreast of EPA, State, and local regulations, manuals, and guide books including pretreatment program requirements and guidelines.
14. Supervise, schedule and train the collection system staff on regulations and equipment essential in the day to day operations.
15. Become familiar with water reclamation facility operations and procedures.
16. Perform other duties as assigned.

ABILITIES AND REQUIREMENTS

1. Knowledge of operations, services, and activities of a pre-treatment and collections system program to include chemistry, biology, and microbiology as applied in water and wastewater treatment laboratories, ecology, and the environment.
2. Knowledge of principles of supervision, training, and performance evaluation.
3. Knowledge of and ability to research pertinent Environmental Protection Agency, federal, state, and local laws, codes, and regulations governing wastewater treatment processes and the environment.
4. Knowledge and ability to use and ensure safe operation of a variety of mechanical equipment and tools, and ensure safe driving principles and practices.
5. Ability to work according to safety standards under potentially hazardous conditions.
6. Ability to practice modern office procedures including complex record keeping systems and operation of computer equipment.
7. Knowledge of and the ability to ensure safe laboratory practices, collection and storage of samples, performance of tests, and utilize mathematics to analyze laboratory procedures and results.
8. Knowledge of and ability to practice principles of budget preparation and administration.

9. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work. Ability to develop, design, maintain and/or update, required record keeping systems to facilitate program; prepare and submit complex program reports for state and federal programs; ability to participate in outside audit procedures.
10. Ability to communicate clearly and concisely, both orally and in writing; establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

EXPERIENCE AND TRAINING

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

Experience:

Five years of increasingly responsible experience in industrial pretreatment programs.

Education:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in the natural sciences or a related field.

License or Certificate:

Possession of a Grade IV Wastewater Treatment Plant Operator Certificate.

Possession of a Level II Collection System Maintenance Certificate.

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000 (Projects & Programs Coordinator)

City of Rock Springs
Pre-Treatment & Collection Supervisor

Revised: May 21, 2013

2/16/18

RESOLUTION NO. 2018- 142

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF SENIOR PLANT MECHANIC MOVING FROM PAY GRADE 51 TO PAY GRADE 53, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Senior Plant Mechanic position moving from pay grade 51 to pay grade 53; 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 Senior Plant Mechanic position moving from pay grade 51 to pay grade 53, 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: Senior Plant Mechanic
DEPARTMENT: Water Reclamation Facility
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 perform a variety of skilled work related to wastewater plant and equipment including lift stations, pumps, SCADA systems, computers, and electrical motors; and to perform welding and fabrication work as necessary.

SUPERVISION EXERCISED:

Exercises technical and functional supervision over lower level, seasonal, and temporary staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Diagnose and repair a wide range of mechanical equipment in a wastewater treatment plant including clarifiers, pumps, gear boxes, and hydraulic systems; diagnose and repair electric meter controls from 110v to 480v and electronic controls of equipment from 24v to 110v.
2. Monitor and repair lift stations for the collection system.
3. Investigate complaints and reports of electrical malfunctions; adjust, repair, or remove defective equipment; make field repairs of damaged equipment.
4. Develop and perform a regular inspection schedule of equipment and machinery; troubleshoot electrical and mechanical problems and determine the extent of necessary repairs; make repairs as appropriate.
5. Perform electric and oxy-acetylene welding in the fabricating and repair of equipment, structures, pipes, tools, and other related parts; design, lay out, and fabricate equipment parts; rebuild broken equipment and parts as necessary.
6. Perform major overhaul work on pumps and electric motors.

7. Perform preventive maintenance tasks on plants, equipment, and machinery.
8. Operate heavy equipment including tractors, crane trucks, skid loaders, backhoes, dump trucks, loaders, and forklifts.
9. Maintain accurate records and logs; order supplies, parts, and materials; pick up parts as necessary.
10. Operate wastewater plant and tertiary plant with related equipment.
11. Program, operate, repair, and train plant personnel on the SCADA system for plant automation.
12. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand principles, theory, and standard practices of several maintenance trades as they apply to maintenance and repair of plant structures, machinery, equipment, and grounds.
2. Understand principles and procedures of SCADA, computers, and plant automation.
3. Utilize repair and preventive maintenance techniques and procedures.
4. Understand materials, methods, practices, and equipment used in plant maintenance and repair work in several trades.
5. Understand types and level of maintenance and repair activities generally performed in repair and maintenance of wastewater structures, machinery, equipment, and grounds.
6. Understand WRF processes and how maintenance operations affect these processes.
7. Apply pertinent federal, state, and local laws, codes, and regulations including administrative and departmental policies and procedures.
8. Understand occupational hazards and standard safety precautions necessary in the work.
9. Understand principles and procedures of record keeping and reporting.
10. Operate a variety of vehicular and stationary mechanical equipment as well as maintenance and repair tools and equipment, in a safe and effective manner in routine situations.
11. Operate a motor vehicle, utilizing safe driving principles and practices.
12. Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

13. Perform responsible mechanical maintenance and repair work with accuracy and minimal supervision.
14. Work independently as necessary.
15. Troubleshoot a variety of complex mechanical maintenance problems.
16. Apply principles of logic to define and solve complex problems.
17. Select and maintain machinery and equipment used in the plant maintenance, repair, and replacement program.
18. Prepare and maintain records.
19. Read, interpret, and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
20. Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.
21. Perform heavy manual labor for extended periods of time in all types of weather.
22. Communicate clearly and concisely, both orally and in writing.
23. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Five years of experience in the repair and maintenance of pumps and related computer equipment.

Education:

Equivalent to a high school diploma supplemented by specialized training in the maintenance of utility facilities and equipment.

License or Certificate:

Possession of a Grade III Wastewater Treatment Plant Operator Certificate.

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

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 100 lbs.,

City of Rock Springs
Senior Plant Mechanic

exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000

11/16/18

RESOLUTION NO. 2018- 143

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF LEAD COLLECTION OPERATOR/PRETREATMENT ASSISTANT AT PAY GRADE 53, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create a job description for the Lead Collection Operator/Pretreatment Assistant position at pay grade 53; 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 Lead Collection Operator/Pretreatment Assistant position at pay grade 53, 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: Lead Collection Operator/Pretreatment Assistant

DEPARTMENT: Water Reclamation Facility

SUPERVISOR: Pretreatment and Collections 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 lead supervision over collections staff and assist with administering the pretreatment program.

SUPERVISION EXERCISED:

May exercise technical and functional supervision over lower level collections staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Participate in the installation, maintenance, and repair of sewer systems; maintain sewer systems in operating order by inspecting, installing, removing, repairing, and replacing malfunctioning parts and sections.
2. Inspect and clean the interiors of sewers and lift stations; conduct routine tests of sewer pipes; cut and remove roots, grease, and other obstacles from sewers.
3. Remove and inspect manhole covers and manholes; mix, pour, and finish concrete to raise manholes to street surfaces; replace manhole covers as needed.
4. Clean storm drains; remove water from flooded streets.
5. Read maps, blueprints, and instruction in establishing routes and work schedules.
6. Maintain accurate records and logs; complete reports as necessary. Input accurate data for all collection system and pretreatment databases, including mapping, callouts, inspections etc.
7. Set up traffic barricades and control equipment.

8. Observe safety precautions regarding traffic control, sewer entrance, trenching, excavating, and power equipment operation.
9. Operate a variety of vehicles, tools, and equipment used in the maintenance and repair of wastewater collection systems.
10. Operate a variety of tools and equipment used for sampling and flow measurement for industrial pretreatment program.
10. Assist supervisor in administering industrial pretreatment program. Sample wastes from sources as required to ensure compliance with Federal, State, and City regulations
11. Stay abreast of EPA, State, and local regulations, manuals, and guide books including pretreatment program requirements and guidelines
12. Have a good working knowledge of collection system and industrial pretreatment program rules and regulations.
13. Schedule and train the collection system staff on regulations and equipment essential in the day to day operations.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Recognize occupational hazards and take necessary precautions to ensure safe operation and work environment.
2. Basic principles of supervision and training.
3. General knowledge of operations, services, activities and maintenance of the industrial pretreatment program, collection system and Water Reclamation Facility.
4. Understands uses, purposes, and operating characteristics of tools and equipment including the operational characteristics of light and moderately heavy motorized equipment.
5. Use and operate a wide variety of equipment and tools used in wastewater collection system maintenance in a safe and effective manner.
6. Operate a motor vehicle, using safe driving principles and practices.
7. Learn, interpret, and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
8. Learn operational characteristics of specialized wastewater collection equipment.
9. Utilize materials, methods, practices, and equipment used in wastewater collection system maintenance and repair.

10. Understand methods of sewer entrance and inspection.
11. Learn to read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
12. Perform manual labor for extended periods of time in all types of weather.
13. Perform wastewater collection maintenance and repair with accuracy, speed, and minimal supervision.
14. Understand and follow oral and written instructions.
15. Communicate clearly and concisely, both orally and in writing.
16. Understand pertinent federal, state, and local laws, codes, and regulations.
17. Read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
18. Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
19. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work. Assist supervisor with pretreatment record keeping.
20. Knowledge of correct sampling practices and procedures, preservation, storage and analysis.
21. Knowledge of modern office procedures, complex record keeping systems and computer systems.

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:

Three years of experience in the wastewater collection system installation, maintenance, and repair field.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of valid driver's license (Class B CDL).

Possession of a Level II Collection System Maintenance Certificate.

Possession of Level III Waste Water Treatment Plant Operator Certificate

Possession of Pesticide Applicators License with appropriate endorsements.

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: September 18, 2018

2/26/18

RESOLUTION NO. 2018- 144

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF LABORATORY TECHNICIAN MOVING FROM PAY GRADE 50 TO PAY GRADE 51, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Laboratory Technician position moving from pay grade 50 to pay grade 51; 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 Laboratory Technician position moving from pay grade 50 to pay grade 51, 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: Laboratory Technician
DEPARTMENT: Water Reclamation Facility
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 perform standard and complex chemical, bacteriological, and biological laboratory tests according to prescribed and accepted procedures in a tertiary sewage treatment laboratory; to work as a substitute operator on various shifts; and to inspect, repair, and calibrate instruments and meters.

SUPERVISION EXERCISED:

Exercises technical and functional supervision over Operators as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Perform a variety of chemical, bacteriological and biological analyses on samples taken from wastewater treatment plant processes.
2. Conduct quality assurance program including standards, laboratory pure water testing, thermometer calibrations, verification, and positive controls.
3. Conduct Bittercreek upstream monitoring including ph. Temp. TSS, NH3-N. and alkalinity.
4. Maintain records; tabulate and record lab data results; prepare monthly NPDES data for report; perform data entry; maintain and update all NPDES, process control, QA, lab equipment, and calibration graph records.
5. Inspect grease loads; accept or deny; fill out invoice and sign in manifest.
6. Prepare and maintain all the necessary supporting paperwork for analyses performed, including all necessary mathematical and statistical calculations used to determine validity of the analyses.
7. Maintain and update lab standard operating procedures.

8. Prepare, standardize, and maintain reasonable stocks of solutions and reagents used in laboratory analyses.
9. Maintain all lab equipment and certificates.
10. Clean, sterilize, and maintain reasonable stocks of laboratory glassware, equipment, and utensils.
11. Assist in the overall operations activities of the laboratory.
12. Participate in WRF, EPA, and DEQ inspections.
13. Collect samples for analysis and maintain samples observing chain of custody and preservation requirements.
14. Conduct additional special analyses and examinations to assist in assessing plant operation and studies.
15. Participate in quality control of laboratory procedures and equipment.
16. Perform plant instrumentation checks.
17. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand principles and practices of chemistry, bacteriology, biology, and the physical sciences.
2. Understand standard laboratory procedures, practices, and techniques.
3. Practice, safety procedures and precautions in a laboratory setting.
4. Understand mathematics used in the analysis of test results.
5. Understand principles and procedures used in wastewater treatment and collection.
6. Utilize methods and procedures for collection and preservation of wastewater samples.
7. Use standard laboratory testing and analysis equipment.
8. Operate modern office equipment including computer equipment.
9. Operate a motor vehicle, using safe driving principles and practices.

10. Assemble data and prepare routine reports.
11. Perform chemical, bacteriological, and biological laboratory tests and procedures.
12. Recognize and correct problems in laboratory test procedures and equipment.
13. Associate analysis results with wastewater treatment processes and recognize possible problems in the processes from the test results.
14. Maintain accurate records.
15. Communicate clearly and concisely, both orally and in writing.
16. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Three years of laboratory chemical, bacteriological, or biological testing experience.

Education:

Equivalent to the completion of two years of college with major course work in chemistry, biochemistry, biology, microbiology, or a related field.

License or Certificate:

Possession of a Grade IV Wastewater Treatment Plant Operator 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 work in a standard laboratory environment; ability to sit, stand, walk, stoop, reach, bend, and lift 50 lbs.; exposure to heat, noise, outdoors, chemicals, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, and viruses; ability to travel to different sites and locations; availability for shift work, on-call, 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

City of Rock Springs
Laboratory Technician

Signature of Supervisor

Date

Effective Date: November 1, 2000

10/18/18

RESOLUTION NO. 2018-145

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF WASTEWATER TREATMENT PLANT OPERATOR I AT PAY GRADE 40, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Wastewater Treatment Plant Operator I position at pay grade 40; 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 Wastewater Treatment Plant Operator I position at pay grade 40, 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: Wastewater Treatment Plant Operator I

DEPARTMENT: Water Reclamation Facility

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 general supervision or direction performs a variety of duties involved in the operation of the wastewater treatment plant and pump station equipment and facilities. This is the entry level journey person class in the wastewater treatment plant series for employees who possess a Level I Wastewater Treatment Plant Operator Certificate. Incumbents work under the general supervision of the Wastewater Treatment Plant Supervisor and perform most operation work. Employees in this class are required to possess a Level I Wastewater Certificate and one year as an Operator in Training.

SUPERVISION EXERCISED:

Exercises no supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Operate wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitor gauges, meters and control panels; observe variation in operating conditions, interpreting meter and gauge readings and test results to determine processing requirements.
2. Operate valves and gates; start and stop pumps, engines and electric motors to control and adjust flow and treatment processes; perform routine maintenance work on valves, tanks, related equipment and facilities.
3. Conduct inspections of wastewater treatment plant and pump station equipment according to established procedures and schedules; check pumps, motors, generators, and other equipment for proper operation.
4. Read, record, and calculate readings of meters and gauges; interpret information into operational characteristics; change flow meter charts; make process adjustments according to information gathered, samples taken, readings, and records.

5. Check pumps, motors, generators, and other equipment for proper operation.
6. Perform scheduled preventive maintenance and cleaning of dry/wet wells, tanks, pumps, valves, and other equipment.
7. Adjust and monitor the addition of chemicals to wastewater treatment processes; make routine tests of effluent.
8. Inspect raw sewage influent; note color and any unusual odors; look for petroleum residue on water surface; recognize septic conditions and determine cause.
9. Inspect primary and secondary clarifiers for toxic waste, shock loads, septic conditions, and proper mechanical operation.
10. Inspect concrete oxidation ditch walls for cracks, seepage, and infiltration.
11. Remove blockages; replace worn parts; remove parts to be machined by outside vendors; reassemble equipment.
12. Paint equipment and buildings; sweep and wash floors, walls, and paved areas; kill and remove weeds; trim plants; pick up debris; water and maintain landscaped areas.
13. Notify appropriate staff of electrical and instrumentation malfunctions; assist as requested in repairs to motors and equipment.
14. Fuel generators.
15. Collect samples and perform routine laboratory tests and analyses.
16. Observe safety precautions regarding wastewater treatment plant operations.
17. Operate a variety of vehicles, tools, and equipment used in the operation of the wastewater treatment plant.
18. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand care, maintenance, and repair of mechanical equipment including pumps, valves, and electric motors.
2. Operate tools and equipment used in repair work.
3. Understand basic principles of record keeping.
4. Understand basic mathematical principles.

5. Operate a motor vehicle, utilizing safe driving principles and practices.
6. Learn operational characteristics of specialized wastewater treatment equipment.
7. Learn materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
8. Learn to read meters and gauges correctly.
9. Learn policies and operating routines of the wastewater treatment facilities.
10. Learn the fundamentals of laboratory analysis, interpretation, and calculations.
11. Learn occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
12. Learn pertinent federal, state, and local laws, codes, and regulations.
13. Make routine repairs and adjustments to motors, pumps, and other equipment.
14. Prepare and maintain accurate and complete records.
15. Perform accurate mathematical calculations.
16. Understand and follow oral and written instructions.
17. Perform manual labor for extended periods of time in all types of weather.
18. Communicate clearly and concisely, both orally and in writing.
19. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.
20. Understand operating characteristics of mechanical and electrical systems.
21. Understand operational characteristics of specialized wastewater treatment equipment and disposal systems.
22. Understand materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
23. Perform safe work practices around gases, electricity, and chemicals.
24. Understand occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
25. Operate a wide variety of equipment and tools used in wastewater treatment plant and pump station operation in a safe and effective manner.

26. Read meters and gauges correctly and to act quickly and competently.
27. Collect samples and perform routine laboratory tests.
28. Make accurate inspections of operating equipment, assess the condition of wastewater from visual inspection, and identify problems.
29. Perform wastewater treatment plant operations work with accuracy, speed, and minimal supervision.

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 in plant operations or equivalent.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

Possession of a Level I Wastewater Certificate.

Participate in and complete a state DEQ regulated compliance schedule to become a backup operator.

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000

Revised: December 19, 2000 (Res. 00-196)

216
9/6/18

RESOLUTION NO. 2018-146

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF WASTEWATER TREATMENT PLANT OPERATOR II AT PAY GRADE 47, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Wastewater Treatment Plant Operator II position at pay grade 47; 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 Wastewater Treatment Plant Operator II position at pay grade 47, 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: Wastewater Treatment Plant Operator II

DEPARTMENT: Water Reclamation Facility

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; proactive 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 general supervision or direction, to perform a variety of duties involved in the operation of the wastewater treatment plant and pump station equipment and facilities. Positions in this class are flexibly staffed and are normally filled by advancement from the lower class of Wastewater Treatment Plant Operator I, or when filled from the outside require prior sewage plant operation experience. Appointment to the higher class requires that the employee be performing substantially the full range of duties for the class and meet the qualification standards for the class. A Wastewater Treatment Plant Operator II works under general supervision and is expected to perform the entire range of plant operation work. Work in this class is distinguished from that of the Wastewater Treatment Plant Operator I class by the greater complexity of the work, by the greater independence with which an incumbent is expected to operate, and the required possession of a Level II Wastewater Treatment Plant Operator Certificate and three years as a Wastewater Treatment Plant Operator I.

SUPERVISION EXERCISED:

May exercise technical and functional supervision over lower level staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Operate wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitor gauges, meters and control panels; observe variation in operating conditions, interpreting meter and gauge readings and test results to determine processing requirements.
2. Operate valves and gates; start and stop pumps, engines and electric motors to control and adjust flow and treatment processes; perform routine maintenance work on valves, tanks, related equipment and facilities.
3. Conduct inspections of wastewater treatment plant and pump station equipment according to established procedures and schedules; check pumps, motors, generators, and other

equipment for proper operation.

4. Read, record, and calculate readings of meters and gauges; interpret information into operational characteristics; change flow meter charts; make process adjustments according to information gathered, samples taken, readings, and records.
5. Check pumps, motors, generators, and other equipment for proper operation.
6. Perform scheduled preventive maintenance and cleaning of dry/wet wells, tanks, pumps, valves, and other equipment.
7. Adjust and monitor the addition of chemicals to wastewater treatment processes; make routine tests of effluent.
8. Inspect raw sewage influent; note color and any unusual odors; look for petroleum residue on water surface; recognize septic conditions and determine cause.
9. Inspect primary and secondary clarifiers for toxic waste, shock loads, septic conditions, and proper mechanical operation.
10. Inspect concrete oxidation ditch walls for cracks, seepage, and infiltration.
11. Remove blockages; replace worn parts; remove parts to be machined by outside vendors; reassemble equipment.
12. Paint equipment and buildings; sweep and wash floors, walls, and paved areas; kill and remove weeds; trim plants; pick up debris; water and maintain landscaped areas.
13. Notify appropriate staff of electrical and instrumentation malfunctions; assist as requested in repairs to motors and equipment.
14. Fuel generators.
15. Collect samples and perform routine laboratory tests and analyses.
16. Observe safety precautions regarding wastewater treatment plant operations.
17. Operate a variety of vehicles, tools, and equipment used in the operation of the wastewater treatment plant.
18. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand care, maintenance, and repair of mechanical equipment including pumps, valves, and electric motors.
2. Utilize tools and equipment used in repair work.

3. Understand basic principles of record keeping.
4. Understand basic mathematical principles and perform accurate mathematical calculations.
5. Operate a motor vehicle, utilizing safe driving principles and practices.
6. Understand operational characteristics of specialized wastewater treatment equipment.
7. Understand materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
8. Understand policies and operating routines of the wastewater treatment facilities.
9. Understand the fundamentals of laboratory analysis, interpretation, and calculations.
10. Understand occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
11. Make routine repairs and adjustments to motors, pumps and other equipment.
12. Prepare and maintain accurate and complete records.
13. Understand and follow oral and written instructions.
14. Perform manual labor for extended periods of time in all types of weather.
15. Communicate clearly and concisely, both orally and in writing.
16. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.
17. Understand operating characteristics of mechanical and electrical systems, specialized wastewater treatment equipment, and disposal systems.
18. Understand materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
19. Understand safe work practices around gases, electricity, and chemicals.
20. Understand Occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
21. Operate a wide variety of equipment and tools used in wastewater treatment plant and pump station operation in a safe and effective manner.
22. Read meters and gauges correctly and to act quickly and competently.
23. Collect samples and perform routine laboratory tests.

24. Make accurate inspections of operating equipment, assess the condition of wastewater from visual inspection, and identify problems.
25. Perform wastewater treatment plant operations work with accuracy, speed, and minimal supervision.
26. Understand pertinent federal, state, and local laws, codes, and regulations.
27. Operate the most difficult equipment and tools used in wastewater treatment plant and pump station operation in a safe and effective manner.
28. Perform all plant operations without direct supervision.
29. Estimate human resources and materials for assigned projects.

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:

Three years of experience in the operation of wastewater treatment facilities and equipment.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).
Possession of a Level III Wastewater Treatment Plant Operator's Certificate and a Level I Wastewater System Certificate.

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for on-call, stand-by, and emergency call.

City of Rock Springs
Wastewater Treatment Plant Operator II

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
Revised: December 19, 2000 (Res. 00-196)

2/6/18

RESOLUTION NO. 2018-147

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF WASTEWATER TREATMENT PLANT OPERATOR III AT PAY GRADE 51, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Wastewater Treatment Plant Operator III position at pay grade 51; 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 Wastewater Treatment Plant Operator III position at pay grade 51, 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: Wastewater Treatment Plant Operator III

DEPARTMENT: Water Reclamation Facility

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 lead supervision over assigned wastewater operations staff; and to perform a variety of skilled technical duties and skilled labor in the operation and maintenance of the City's wastewater treatment plant.

SUPERVISION EXERCISED:

Exercises technical and functional supervision over lower level staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Act as lead operator and provide direction and training to assigned personnel regarding all facets of plant operation.
2. Operate wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitor gauges, meters and control panels; observe variation in operating conditions, interpreting meter and gauge readings and test results to determine processing requirements.
3. Operate valves and gates; start and stop pumps, engines and electric motors to control and adjust flow and treatment processes; perform routine maintenance work on valves, tanks, related equipment and facilities.
4. Conduct inspections of wastewater treatment plant and pump station equipment according to established procedures and schedules; check pumps, motors, generators, and other equipment for proper operation.
5. Read, record, and calculate readings of meters and gauges; interpret information into operational characteristics; change flow meter charts; make process adjustments according to information gathered, samples taken, readings, and records.

City of Rock Springs
Wastewater Treatment Plant Operator III

6. Check pumps, motors, generators, and other equipment for proper operation.
7. Perform scheduled preventive maintenance and cleaning of dry/wet wells, tanks, pumps, valves, and other equipment.
8. Adjust and monitor the addition of chemicals to wastewater treatment processes; make routine tests of effluent.
9. Inspect raw sewage influent; note color and any unusual odors; look for petroleum residue on water surface; recognize septic conditions and determine cause.
10. Inspect primary and secondary clarifiers for toxic waste, shock loads, septic conditions, and proper mechanical operation.
11. Inspect concrete oxidation ditch walls for cracks, seepage, and infiltration.
12. Remove blockages; replace worn parts; remove parts to be machined by outside vendors; reassemble equipment.
13. Paint equipment and buildings; sweep and wash floors, walls, and paved areas; kill and remove weeds; trim plants; pick up debris; water and maintain landscaped areas.
14. Notify appropriate staff of electrical and instrumentation malfunctions; assist as requested in repairs to motors and equipment.
15. Fuel generators.
16. Collect samples and perform routine laboratory tests and analyses.
17. Observe safety precautions regarding wastewater treatment plant operations.
18. Operate a variety of vehicles, tools, and equipment used in the operation of the wastewater treatment plant.
19. Operate belt filter press.
20. Serve as Laboratory Technician or Plant Mechanic or assist with duties as required.
21. Assist with pretreatment sampling throughout the City.
22. Collect plant samples and analyze for process control, NPDES reporting, and upstream monitoring.
23. Serve as back-up or relief Operator on shifts.
24. Assist in pretreatment program.
25. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Understand principles and practices of lead supervision and training.
2. Understand policies and operating routines of the wastewater treatment facilities.
3. Understand fundamentals of laboratory analysis, interpretation, and calculations.
4. Understand pertinent federal, state, and local laws, codes, and regulations.
5. Understand operating characteristics of mechanical and electrical systems.
6. Understand operational characteristics of specialized wastewater treatment equipment and disposal systems.
7. Understand materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
8. Perform safe work practices around gases, electricity, and chemicals.
9. Understand occupational hazards and standard safety precautions necessary in wastewater treatment plant operations.
10. Perform care, maintenance, and repair of mechanical equipment including pumps, valves, and electric motors.
11. Utilize tools and equipment used in repair work.
12. Understand basic principles of record keeping; prepare and maintain accurate and complete records.
13. Understand basic mathematical principles and perform accurate mathematical calculations.
14. Operate the most difficult equipment and tools used in wastewater treatment plant and pump station operation in a safe and effective manner.
15. Operate modern office equipment including computer equipment.
16. Operate a motor vehicle utilizing safe driving principles and practices.
17. Provide lead supervision and training to assigned staff.
18. Estimate human resources and materials for assigned projects.
19. Read meters and gauges correctly.
20. Collect samples and perform routine laboratory tests.

21. Make accurate inspections of operating equipment, assess the condition of wastewater from visual inspection, and identify problems.
22. Perform wastewater treatment plant operations work with accuracy, speed, and minimal supervision.
23. Make routine repairs and adjustments to motors, pumps and other equipment.
24. Understand and follow oral and written instructions.
25. Perform manual labor for extended periods of time in all types of weather.
26. Communicate clearly and concisely, both orally and in writing.
27. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Four years of experience in the operation of wastewater treatment facilities and equipment.

Education:

Equivalent to a high school diploma supplemented by training in wastewater treatment.

License or Certificate:

Possession of a Grade III Wastewater Treatment Plant Operator Certificate; a Grade IV Certificate is highly desirable.

Possession of a Level I Collection System Maintenance Certificate.

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for on-call, stand-by, and emergency call.

City of Rock Springs
Wastewater Treatment Plant Operator III

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

sub
9/6/18

RESOLUTION NO. 2018- 148

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION
OF COLLECTION SYSTEM WORKER I AT PAY GRADE 40, FOR THE CITY OF
ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the
Collection System Worker I position at pay grade 40; 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 Collection System Worker I position at pay grade
40, 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: Collection System Worker I

DEPARTMENT: Water Reclamation Facility

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 perform a variety of duties involved in cleaning, maintaining, and repairing the wastewater collection system.

SUPERVISION EXERCISED:

Exercises no supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Participate in the installation, maintenance, and repair of sewer systems; maintain sewer systems in operating order by inspecting, installing, removing, repairing, and replacing malfunctioning parts and sections.
2. Inspect and clean the interiors of sewers and lift stations; conduct routine tests of sewer pipes; cut and remove roots, grease, and other obstacles from sewers.
3. Remove and inspect manhole covers and manholes; mix, pour, and finish concrete to raise manholes to street surfaces; replace manhole covers as needed.
4. Clean storm drains; remove water from flooded streets.
5. Read maps, blueprints, and instruction in establishing routes and work schedules.
6. Maintain simple records and logs; complete reports as necessary.
7. Set up traffic barricades and control equipment.
8. Observe safety precautions regarding traffic control, sewer entrance, trenching, excavating, and power equipment operation.

9. Operate a variety of vehicles, tools, and equipment used in the maintenance and repair of wastewater collection systems.
10. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Recognize occupational hazards and take necessary precautions applicable to assigned work.
2. Understand basic methods, techniques and tools used in repair and maintenance services and activities.
3. Understands uses, purposes, and operating characteristics of tools and equipment including the operational characteristics of light and moderately heavy motorized equipment.
4. Learn to use and operate a wide variety of equipment and tools used in wastewater collection system maintenance in a safe and effective manner.
5. Operate a motor vehicle, using safe driving principles and practices.
6. Learn, interpret, and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
7. Learn operational characteristics of specialized wastewater collection equipment.
8. Learn materials, methods, practices, and equipment used in wastewater collection system maintenance and repair.
9. Learn methods of sewer entrance and inspection.
10. Learn to read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
11. Perform manual labor for extended periods of time in all types of weather.
12. Understand and follow oral and written instructions.
13. Communicate clearly and concisely, both orally and in writing.
14. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Three years of experience performing a variety of maintenance, repair, and construction and equipment operation work.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).
Possession of, or ability to obtain within one year, a Level I Collection System Maintenance Certificate.

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000

2149
9/6/18

RESOLUTION NO. 2018- 149

A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF COLLECTION SYSTEM WORKER II AT PAY GRADE 44, FOR THE CITY OF ROCK SPRINGS, WYOMING.

WHEREAS, the City of Rock Springs wishes to create and update a job description for the Collection System Worker II position at pay grade 44; 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 Collection System Worker II position at pay grade 44, 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: Collection System Worker II

DEPARTMENT: Water Reclamation Facility

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 perform a variety of duties involved in cleaning, maintaining, and repairing the wastewater collection system.

SUPERVISION EXERCISED:

May exercise technical and functional supervision over lower level staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. Participate in the installation, maintenance, and repair of sewer systems; maintain sewer systems in operating order by inspecting, installing, removing, repairing, and replacing malfunctioning parts and sections.
2. Inspect and clean the interiors of sewers and lift stations; conduct routine tests of sewer pipes; cut and remove roots, grease, and other obstacles from sewers.
3. Remove and inspect manhole covers and manholes; mix, pour, and finish concrete to raise manholes to street surfaces; replace manhole covers as needed.
4. Clean storm drains; remove water from flooded streets.
5. Read maps, blueprints, and instruction in establishing routes and work schedules.
6. Maintain simple records and logs; complete reports as necessary.
7. Set up traffic barricades and control equipment.
8. Observe safety precautions regarding traffic control, sewer entrance, trenching, excavating, and power equipment operation.

9. Operate a variety of vehicles, tools, and equipment used in the maintenance and repair of wastewater collection systems.
10. Perform related duties and responsibilities as assigned.

ABILITIES AND REQUIREMENTS

Has the knowledge, skills, and ability to:

1. Recognize occupational hazards and take necessary precautions applicable to assigned work.
2. Understand basic methods, techniques and tools used in repair and maintenance services and activities.
3. Understands uses, purposes, and operating characteristics of tools and equipment including the operational characteristics of light and moderately heavy motorized equipment.
4. Use and operate a wide variety of equipment and tools used in wastewater collection system maintenance in a safe and effective manner.
5. Operate a motor vehicle, using safe driving principles and practices.
6. Learn, interpret, and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
7. Learn operational characteristics of specialized wastewater collection equipment.
8. Utilize materials, methods, practices, and equipment used in wastewater collection system maintenance and repair.
9. Understand methods of sewer entrance and inspection.
10. Learn to read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
11. Perform manual labor for extended periods of time in all types of weather.
12. Perform wastewater collection maintenance and repair with accuracy, speed, and minimal supervision.
12. Understand and follow oral and written instructions.
13. Communicate clearly and concisely, both orally and in writing.
14. Understand pertinent federal, state, and local laws, codes, and regulations.
15. Read, interpret, and apply technical information from manuals, drawings, specifications,

layouts, blueprints, and schematics.

16. Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
17. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

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:

Three years of experience in the wastewater collection system installation, maintenance, and repair field.

Education:

Equivalent to a high school diploma.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license (Class B CDL).

Possession of a Level I Collection System Maintenance Certificate and ability to obtain within one year, a Level II Collection System Maintenance Certificate..

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 75 lbs., exposure to cold, heat, noise, outdoors, chemicals, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations; availability for 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

Effective Date: November 1, 2000

SM
9-12-18

RESOLUTION NO. 2018-150

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, 2019.

WHEREAS, the City of Rock Springs has submitted an Operating Budget for the fiscal year ending June 30, 2019, for salaries and expenses of all City Officials, for the Police Department and Fire Department, for the support and maintenance of the City Government and for all its expenditures; and,

WHEREAS, said Operating Budget was passed and approved by Resolution 2018-99 on June 19, 2018; and,

WHEREAS, the Council has determined that it is necessary and in the best interests of the City of Rock Springs to amend the budget for the fiscal year ending June 30, 2019; and,

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

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

Section 1. That the Budget Revision for the City of Rock Springs, be, and it is hereby, accepted by the Governing Body of the City of Rock Springs, Wyoming, for the 2018-2019 fiscal year ending June 30, 2019.

Presented for your consideration are the following amendments to the budget of the City of Rock Springs, Wyoming, for the 2018-2019 fiscal year ending June 30, 2019:

Addition of the following revenue line item:

General Fund	
Equipment Purchases	\$202,060.00

Additions to the following expenditure line items:

General Fund	
Streets	
Equipment Reserves	\$202,060.00

Transfer of \$202,060.00 from General Fund Reserves – Fund Balance to General Fund Reserves – Transfer to General fund.

Transfer \$355,556.00 from Fund Balance to Non-Departmental-RS-SWCO Airport Funding.

Transfer \$23,004.00 from Fund Balance to URA-Consulting and Technical.

Transfer \$2,600.00 from Fund Balance to Parks-Specialized Department Supplies.

Transfer \$8,000.00 from Fund Balance to URA-Downtown Enhancements.

Transfer \$9,000.00 from Fund Balance to Fire Department-Specialized Department Supplies.

Additions of the following unanticipated revenues:

Miscellaneous Reimbursements	\$ 2,966.00
Property and Liability Insurance Reimbursement	\$ 8,273.75

Additions to the following expenditure line items:

General Fund

Streets

Street Overlay	\$ 690.00
Concrete Replacement	\$ 3,357.00
Street Lighting	\$ 7,192.75

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

PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

Attest:

Mayor

City Clerk

RESOLUTION 2018- 151

AN AMENDED RESOLUTION APPROVING AND ACCEPTING A REVISED FINAL PLAT FOR THE COMMUNITY CENTER SUBDIVISION, A RESUBDIVISION OF LOTS 1 THROUGH 8 OF BLOCK 5, AND LOTS 6 & 7 OF BLOCK 10, AND PORTIONS OF THE PLATTED BITTER CREEK CHANNEL, ALL IN THE NORTH ADDITION TO THE CITY OF ROCK SPRINGS, LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF ROCK SPRINGS, SWEETWATER COUNTY, WYOMING, SUBMITTED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, AND COVERING A 1.075 ACRE TRACT LOCATED IN SECTION 26 AND SECTION 35, TOWNSHIP 19 NORTH, RANGE 105 WEST OF THE SIXTH PRINCIPAL MERIDIAN, ROCK SPRINGS, SWEETWATER COUNTY, WYOMING.

WHEREAS, after proper review before the Planning and Zoning Commission of the City of Rock Springs, Wyoming, on June 13, 2018, it was resolved that said Commission recommend to the Governing Body of the City of Rock Springs that the Final Plat of Community Center Subdivision, a re-subdivision of lots within the corporate limits of the City of Rock Springs, Sweetwater County, State of Wyoming, submitted by the Governing Body of the City of Rock Springs and covering a 1.075 acre tract of land located in Section 26 and Section 35, Township 19 North, Range 105 West of the Sixth Principal Meridian, Rock Springs, Sweetwater County, Wyoming be approved by the Governing Body of the City; and,

WHEREAS, on or about the 7th day of August, 2018, the Governing Body of the City of Rock Springs passed resolution 2018-128, approving and accepting the revised Final Plat for the Community Center Subdivision; and,

WHEREAS, the legal description of the proposed plat contained within Resolution 2018-128 was inconsistent with the legal description contained within the proposed Plat, and the Plat title contained a minor typographical error; and,

WHEREAS, it is necessary to correct both the legal description and the typographical error; and,

WHEREAS, after due and proper review, the Governing Body of the City of Rock Springs finds that is in the best interests of said City that the recommendation of the Rock Springs Planning and Zoning Commission be accepted and approved, and that the revised Final Plat for the Community Center Subdivision, a re-subdivision of lots 1 through 8 of Block 5, and lots 6 and 7 of Block 10 of the North Addition to the City of Rock Springs, as a subdivision in the City of Rock Springs, be accepted and approved.

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

Section 1. That Resolution 2018-128 is hereby rescinded and is supplanted by this Resolution.

Section 2. That the revised Final Plat of the Community Center Subdivision, a re-subdivision of lots 1 through 8 of Block 5, and lots 6 and 7 of Block 10 of the North Addition to the City of Rock Springs, be, and the same is hereby, approved and accepted as the Final Plat.

Section 3. That the following described parcel of ground, comprising the Community Center Subdivision, is hereby accepted as a subdivision in the City of Rock Springs, said subdivision to be known as the "Community Center Subdivision."

A tract of land situate in the Southwest Quarter of the Southeast Quarter of Section 26 and the Northwest Quarter of the Northeast Quarter of Section 35 (SWSE26 & NWNE35),

Resurvey Township 19 North, Range 105 West, Sixth Principal Meridian, Sweetwater County, Wyoming and comprising Lots 1 through 8 - Block 5 in the North Addition to the City of Rock Springs, the official plat thereof being of record on Page 37 in the book of plats in the Office of the Sweetwater County Clerk, Lots 6 and 7 - Block 10 in said North Addition, and portions of the former Bitter Creek channel as platted therein, said tract being more particularly described as follows:

Beginning at the most easterly corner of Block 5 in said North Addition, from whence the South Quarter Corner of said Section 26 bears S79° 49' 00" W, a distance of 1061.15 feet;

Thence on the northeasterly boundary of said Block 5 - N 57° 48' 00" W for a distance of 155.95 feet to the most northerly corner thereof;

Thence on the northwesterly boundary of said Block 5 - S 32° 12' 00" W for a distance of 70.00 feet;

Thence continuing on the northwesterly boundary of said Block 5 - S 77° 12' 00" W for a distance of 103.00 feet to the most westerly corner thereof;

Thence on the southwesterly boundary of said Block 5 and on the southwesterly boundaries of the three (3) parcels of land formerly conveyed to the City of Rock Springs by those deeds of record in said office in Book 680 on Page 638, Book 668 on Page 33, and Book 826 on Page 1332 - S 22° 48' 00" E for a distance of 167.91 feet;

Thence on the southwesterly boundaries of two (2) parcels of land formerly conveyed to the City of Rock Springs by those deeds of record in said office in Book 819 on Page 1221 and in Book 819 on Page 1221, and on the southwesterly boundary of Block 10 of said North Addition - S 33° 24' 48" E (Record: S 33° 13' E) for a distance of 109.11 feet to the most southerly corner of said Lot 6 - Block 10;

Thence on the southeasterly boundary of said Lot 6 - Block 10 and along the southeasterly boundary of a parcel of land conveyed to the City of Rock Springs by that deed of record in said office in Book 1066 on Page 1756 - N 56° 35' 12" E (Record: N 56° 47' E) for a distance of 148.70 feet to the most easterly corner of said City of Rock Springs parcel (1066/1756);

Thence on the northeasterly boundary of said City of Rock Springs parcel (1066/1756) and on the northeasterly boundary of a parcel of land conveyed to the City of Rock Springs by that deed of record in said office in Book 1125 on Page 289 - N 76° 14' 48" W (Record: N 76° 03' W) for a distance of 65.05 feet to the most northerly corner of said City of Rock Springs parcel (1125/289);

Thence N 20° 49' 48" E for a distance of 39.70 feet to the most southerly corner of a parcel of land conveyed to the City of Rock Springs by that deed of record in said office in Book 652 on Page 393;

Thence on the southeasterly boundary of said City of Rock Springs parcel (652/393) and on the southeasterly boundary of Block 5 of said North Addition - N 32° 12' 00" E for a distance of 130.42 feet to the Point of Beginning.

Said parcel contains an area of 46,824.8 SqFt or 1.075 Acres, more or less.

The base bearing for the above parcel is referred the official plat of said North Addition to the City of Rock Springs as filed for record on Page 37 - Book of Plats in the Office of the Sweetwater County Clerk and Recorder.

Section 4. It is ordered that the City Engineer shall forthwith note on the City of Rock Springs Zoning Map that the afore described 1.075 acre tract has been accepted as a subdivision in the City of Rock Springs, said subdivision to be known as the Community Center Subdivision.

PASSED AND APPROVED this _____ day of _____, 2018.

President of the Council

Attest:

Mayor

City Clerk

Final Plat COMMUNITY CENTER SUBDIVISION

A Resubdivision of Lots 1 thru 8 - Block 5, Lots 6 & 7 - Block 10
and Portions of the Platted Blitter Creek Channel

All in the North Addition to the City of Rock Springs
Located in the Southwest Quarter of the Southwest Quarter - Section 26
and the Northwest Quarter of the Northwest Quarter - Section 34,
Resurvey Township 19 North, Range 106 West, 6th Principal Meridian,
Sweetwater County, Wyoming

Sweetwater County, Wyoming

Statement of Surveyor

I, do hereby certify that I am a registered land surveyor licensed under the laws of the State of Wyoming, that this plat is a true, correct, and complete plat of the COMMUNITY CENTER SUBDIVISION as laid out, platted, dedicated, and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements, and streets of said subdivision as the same are shown upon the ground in accordance with the City of Rock Springs regulations governing the subdivision of land to an accuracy of one (1) part in ten thousand (10,000).



STATE OF WYOMING
COUNTY OF SWEETWATER

The foregoing instrument was acknowledged before me by KENT FELDERMAN as a true and voluntary act, this _____ day of _____, 2016.

Witness my hand and official seal.

My Commission Expires: _____

Certificate of Review Department of Engineering and Operations

Data on this plat reviewed this _____ day of _____, 2016 by a
Licensed Professional Engineer as holder of the Department of Engineering and
Operations of the City of Rock Springs, Wyoming.

Paul Kaudisch
Licensed Professional Engineer

Certificate of Approval City of Rock Springs Planning and Zoning Commission

This plat approved by the City of Rock Springs Planning and Zoning Commission
this _____ day of _____, A.D., 20____.

Chairman
Secretary

Certificate of Acceptance and Approval City Council of the City of Rock Springs

Approved by the City Council of the City of Rock Springs, Wyoming, this _____ day
of _____, A.D., 20____.

This plat is the resubdivision of Lots 1 through 8 - Block 5, Lots 6 and 7 - Block 10,
and portions of the former Blitter Creek channel, ALL as platted in the North Addition to
the City of Rock Springs, as recorded in the Book of Plats, Page _____ in the Office
of the Sweetwater County Clerk, ALL EARLIER PLATS OR PORTIONS THEREOF,
ENCUMBERED BY THE BOUNDARIES OF THIS PLAT ARE HEREBY VACATED.

Mayor
City Clerk

Floodplain Statement

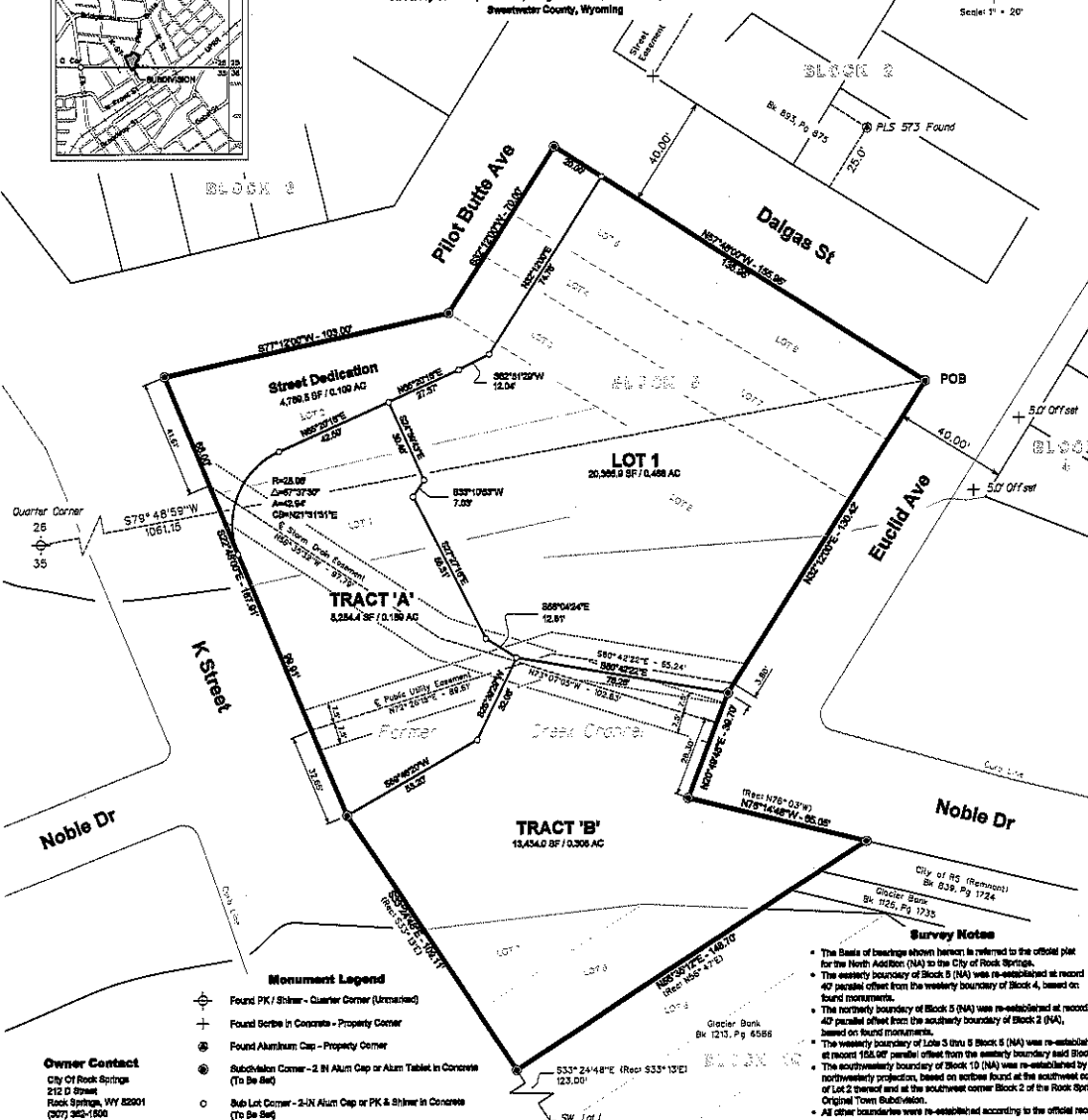
THIS SUBDIVISION IS LOCATED IN THE ONE HUNDRED YEAR FLOODPLAIN
AND/OR FLOODWAY DESIGNATION AS DEFINED BY THE FEDERAL
EMERGENCY MANAGEMENT AGENCY.

Mined Area Statement

TRACT 'B' OF THIS SUBDIVISION LOCATED OVER KNOWN MINED AREAS.

Land Detail

This subdivision contains a total of 1 Lot, two Tracts and includes 0.106 Acres
of street right-of-way



Certificate of Dedication

Know all men by these presents that the undersigned the CITY OF ROCK SPRINGS, a Municipal Corporation of the State of Wyoming, the owner, proprietor, or party of interest in the land shown in this plat, does hereby certify:

That the foregoing plat designated as COMMUNITY CENTER SUBDIVISION, is located in the Southwest Quarter of the Southwest Quarter - Section 26, Resurvey Township 19 North, Range 106 West and in the Northwest Quarter of the Northwest Quarter - Section 34, Resurvey Township 19 North, Range 106 West of the 6th Principal Meridian, City of Rock Springs, Sweetwater County, Wyoming, comprising of Lots 1 through 8 - Block 5 in the North Addition to the City of Rock Springs, the official plat thereof being of record on Page 37 in the Book of Plats in the Office of the Sweetwater County Clerk, Lots 6 and 7 - Block 10 in said North Addition, and portions of the former Blitter Creek channel as platted therein and is more particularly described as follows:

Beginning at the most easterly corner of Block 5 in said North Addition, from whence the South Quarter Corner of said Section 26 bears S 79° 49' 00" W, a distance of 1051.15 feet;

Thence on the northerly boundary of said Block 5 - N 57° 48' 00" W for a distance of 155.95 feet to the most northerly corner thereof;

Thence on the northerly boundary of said Block 5 - S 32° 12' 00" W for a distance of 70.00 feet;

Thence continuing on the northerly boundary of said Block 5 - S 77° 12' 00" W for a distance of 153.95 feet to the most westerly corner thereof;

Thence on the southerly boundary of said Block 5 and on the southerly boundary of the three (3) parcels of land formerly conveyed to the City of Rock Springs by three deeds of record in said office in Book 590 on Page 896, Book 898 on Page 32, and Book 828 on Page 1332 - S 22° 40' 00" E for a distance of 167.51 feet;

Thence on the southerly boundaries of two (2) parcels of land formerly conveyed to the City of Rock Springs by three deeds of record in said office in Book 810 on Page 1221 and in Book 818 on Page 1221, and on the southerly boundary of Block 10 of said North Addition - S 33° 24' 48" E (Record: S 33° 13' E) for a distance of 105.11 feet to the most southerly corner of said Lot 8 - Block 10;

Thence on the southerly boundary of said Lot 8 - Block 10 and along the southerly boundary of a parcel of land conveyed to the City of Rock Springs by that deed of record in said office in Book 1089 on Page 1756 - N 30° 38' 12" E (Record: N 30° 47' E) for a distance of 148.75 feet to the most easterly corner of said City of Rock Springs parcel (11252259);

Thence on the northerly boundary of said City of Rock Springs parcel (1098/1798) and on the northerly boundary of a parcel of land conveyed to the City of Rock Springs by that deed of record in said office in Book 1126 on Page 286 - N 70° 14' 48" W (Record: N 70° 20" W) for a distance of 65.00 feet to the most northerly corner of said City of Rock Springs parcel (11252259);

Thence on the southerly boundary of said City of Rock Springs parcel (852/2503) and on the southerly boundary of Block 8 of said North Addition - N 32° 12' 00" E for a distance of 153.42 feet to the Point of Beginning, and contains an area of 1.076 acres, more or less, and that this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the undersigned owner(s) and proprietor(s), and that this is a correct plat of the area as it is divided into lots, blocks, streets and easements, and that the undersigned owner of the land shown and described on this plat does hereby dedicate to the City of Rock Springs and its licensees for perpetual public use all streets, alleys, easements for the purposes designated and other lands within the boundary lines of the plat as indicated and not otherwise indicated for public use.

The above described tract of land lies within the North Addition plat to the City of Rock Springs, Wyoming. It is our desire to vacate the above described portion of the original plat in order that the new subdivision may be recorded in its place. We declare that the aforesaid portion of said original plat is hereby vacated, from and after the date of execution hereof.

Executed this _____ day of _____, A.D., 2016, by:

CITY OF ROCK SPRINGS, WYOMING

Carl Detmer, Mayor

Acme: City Clerk

Certificate for Recording County Clerk and Recorder

This plat was filed for record in the Office of the Clerk and Recorder at _____ o'clock _____ m., 20____, and is duly recorded in the Book of Plats, Page No. _____.

County Clerk

Deputy



July 18, 2016