



TOWN COUNCIL REGULAR MEETING

MARCH 07, 2023 at 6:00 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

AGENDA

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilwoman Jerry Fluty __Councilman Jacob Fluty

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [3\)](#) Approval of the public hearing minutes of February 21, 2023
- [4\)](#) Approval of the regular minutes of February 21, 2023

APPROVAL OF THE BILLS

- [5\)](#) Deposits - \$67,344.93
- [6\)](#) Accounts Payable - \$28,913.30
- [7\)](#) Payroll - \$37,033.97
- [8\)](#) Transmittals - \$109,937.75

CORRESPONDENCE

ITEMS FROM THE PUBLIC

- [9\)](#) WY Game & Fish

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- [10\)](#) HF Sinclair Grant
- [11\)](#) Resolution 2023-06
- [12\)](#) Wyoming Community Foundation Grant
- [13\)](#) Resolution 2023-07
- [14\)](#) Grant Application for Laura Jane Musser Foundation
- [15\)](#) Resolution 2023-08
- 16) Term of Appointment for Clerk per Ordinance 2.08.031

- 17) Term of Appointment for Treasurer per Ordinance 2.08.031
- [18\)](#) Master Service Agreement - IME
- 19) LGLP Renewal
- 20) Pay Increase for Accounting Clerk to \$15/hr
- [21\)](#) Never Forget Park Proposal
- 22) Caselle Professional Services - \$1350/month
- 23) Stevens Matter

Police Department

- 24) TAC-ONE Consulting - Active Shooter Training - \$1,050

Fire Department

Recreation Department

- [25\)](#) Pentair Pool Pump - \$3125.00
- [26\)](#) Special Events Permit - Color Run

Department of Public Works

- 27) Waive cost of building permit for FFA - \$258.61
- 28) Waive cost of building permit for Platte Valley Little League - \$153.25

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

Next meeting is March 13, 2023 at 4:30 PM at the PVCC

Water and Sewer Joint Power Board

Next meeting is March 8, 2023 at 6:00 PM at the PVCC

Planning Commission

Next meeting is March 14, 2023 at 5:30 PM at the Town Hall Council Chambers

Recreation Commission

Next meeting is April 3, 2023 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is March 13, 2023 at 3:30 PM at the Town Hall Council Chambers

- [29\)](#) RFR ASA004A - \$5,661.42
- [30\)](#) SCE Invoice #3449
- [31\)](#) SCE Invoice #3455
- [32\)](#) SCE Invoice #3477
- [33\)](#) SCE Invoice #3478

South Central Wyoming Emergency Medical Services Board

Next meeting is March 20, 2023 at 6:00 PM at Hanna Fire Station

NEW BUSINESS

EXECUTIVE SESSION

To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii)

Exit executive session noting no action was taken and to seal the minutes

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, MARCH 21, 2023 AT 6:00 PM.**



TOWN COUNCIL PUBLIC HEARING FEBRUARY 21, 2023 at 5:30 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

MINUTES

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilwoman Jerry Fluty __Councilman Jacob Fluty

PRESENT

Councilman Mike Cooley
Councilwoman Kathy Beck
Councilman Jacob Fluty
Councilman Jerry Fluty

ABSENT

Mayor Chuck Davis

APPROVAL OF THE AGENDA

- 3) A public hearing on the sale via warranty deed with the possibility of a reverter of the Corbett Medical Building, 1208 S River St., to Valley Village, a Wyoming nonprofit corporation.
Motion made by Councilwoman Beck, Seconded by Councilman Fluty. Motion carried.

ITEMS FROM THE PUBLIC

Councilwoman Beck read a letter of support for the transfer of the clinic from Schelby Merrill.

Arlene Zimmerschied is a long time resident and spoke in support of the clinic transfer to the daycare.

Phillip Mundt came to speak in support of the transfer to the daycare.

Ciji Goodman spoke in support of the transfer of the Corbett Medical Building to the daycare.

Sarah Brugger came to speak in support of the transfer of ownership of the Corbett Medical Building to Valley Village.

Amber Waldron spoke in support of the transfer of the medical building to Valley Village.

Ellie Dana thanked everyone for their time and people who came to support this and for being present.

Randy Raymer spoke in support of the transfer of the medical building to Valley Village.

Ryta Sondergard spoke in support of the transfer of the medical building to Valley Village. She stated that she has helped in fundraising the money for the renovations.

Brekke Munks spoke in support of the transfer of the medical building to Valley Village.

Tammy Wilford from Excel Preschool has worked for over 30 years. She stated that their buildings are in desperate need of repair or should even be condemned. Thankful that Valley Village is wanting to partner with them. Tammy is in support of the transfer of the Corbett Medical Building.

4) Letter from Will Faust

Councilwoman Kathy Beck read a letter from Will Faust.

5) Letter from Jaime Stine

Jaime Stine was present on zoom and voiced support for this transaction. Executive Director for Developmental Preschool & Day Care Center which is the parent organization for Excel Preschool. She would like to see the vote for approval tonight.

COUNCIL COMMENTS

Mayor Pro Tem thanked the public for speaking at the public hearing.

ADJOURNMENT

Motion made by Councilwoman Beck to adjourn at 5:55pm, Seconded by Councilman Jerry Fluty.
Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, FEBRUARY 21, 2022 AT 6:00 PM.**

Mayor Chuck Davis

Marie Christen, Town Clerk



TOWN COUNCIL REGULAR MEETING FEBRUARY 21, 2023 at 6:00 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

MINUTES

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilman Jerry Fluty __Councilman Jacob Fluty

PRESENT

Mayor Pro Tem Mike Cooley
Councilwoman Kathy Beck
Councilman Jacob Fluty
Councilman Jerry Fluty

ABSENT

Mayor Chuck Davis

APPROVAL OF THE AGENDA

Councilwoman Beck would like to remove executive session off of the agenda. Motion made by Councilwoman Beck, Seconded by Councilman Jacob Fluty. Motion carried.

APPROVAL OF THE MINUTES

- 3) Approval of the regular minutes of February 7, 2023
Motion made by Councilwoman Beck, Seconded by Councilman Jacob Fluty. Motion carried.

APPROVAL OF THE BILLS

Motion made by Councilman Jerry Fluty to approve the bills as presented, Seconded by Councilwoman Kathy Beck. Motion carried.

- 4) Deposits - \$514,128.67
- 5) Accounts Payable - \$61,516.99
- 6) Payroll - \$35,407.58
- 7) Transmittals - \$11,798.55

CORRESPONDENCE

There was no correspondence.

ITEMS FROM THE PUBLIC

There were no items from the public.

COUNCIL COMMENTS

Councilman Jerry Fluty stated that we received a lower bid for the insulation for the hot pool and there are 3 heaters in the hot pool that are all going bad. We need to look at getting new ones.

REPORTS FROM DEPARTMENTS

Town Hall

- 8) Resignation Letter
Councilwoman Beck read a letter of resignation from Georgia Gayle. Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried.
- 9) Corbett Medical Building Conveyance
Motion made by Councilwoman Beck for the Mayor to sign the warranty deed, Seconded by Councilman Jacob Fluty. Motion carried.
- 10) Resolution 2023-05
Councilwoman Beck read Resolution 2023-05, a resolution of the governing body of the Town of Saratoga approving the sale of real property located at 1208 South River Street to Valley Village. Motion made by Councilman Jacob Fluty, Seconded by Councilman Jerry Fluty. Motion carried.
- 11) Never Forget Park Proposal
The town has received a proposal for design services for \$7,300 and construction services fee of \$42,600. Kathy Beck stated to table until Mayor Davis is back. Motion made by Councilwoman Beck to table, Seconded by Councilman Fluty. Motion carried.

Police Department

The police department received 158 calls for service. There is an active investigation currently and

they can not release information. Everyone is invited to a community roundtable at the PVCC on Thursday at 5:30pm to discuss what we can do as a community with the issues at hand.

Fire Department

No new updates.

Recreation Department

12) Director's Report

Councilwoman Beck read Director Laughlin's report.

13) Youth Basketball T-shirts - Up to \$1,200

Motion made by Councilwoman Beck, Seconded by Councilman Jacob Fluty. Motion carried.

Department of Public Works

14) Insulation Quote - \$5,580.00

Councilman Jerry Fluty stated that we had received 2 quotes for insulation. Couldn't find a third quote and would like to move forward with Fenix Spray Foam. Motion made by Councilman Jerry Fluty, Seconded by Councilwoman Beck. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

Next meeting is March 13, 2023 at 4:30 PM at the PVCC

No new updates.

Water and Sewer Joint Power Board

Next meeting is March 8, 2023 at 6:00 PM at the PVCC

Councilman Jacob Fluty stated there will be a workshop at Town Hall tomorrow at 5:30pm on tap fees.

Planning Commission

Next meeting is March 14, 2023 at 5:30 PM at the Town Hall Council Chambers

No new updates.

Recreation Commission

Next meeting is March 6, 2023 at 6:00 PM at the Town Hall Council Chambers

Councilwoman Beck stated that the recreation department will have scheduled events on Facebook and the website.

Saratoga Airport Advisory Board

Next meeting is March 13, 2023 at 3:30 PM at the Town Hall Council Chambers

15) RFR ASA004C - \$10,211.07

South Central Wyoming Emergency Medical Services Board

Next meeting is March 20, 2023 at 6:00 PM at Hanna Fire Station

We were approved for the cost of half of an ambulance through a grant. Corbett Medicial Foundation has donated funding for 2 volunteers to take EMT classes.

NEW BUSINESS

There is no new business.

FURTHER BUSINESS

No further business.

ADJOURNMENT

Motion made by Councilman Jacob Fluty to adjourn at 6:38pm, Seconded by Councilwoman Beck. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, MARCH 7, 2023 AT 6:00 PM.**

Mayor Chuck Davis

Marie Christen, Town Clerk

ACH DEPOSITS (2/20/2023 - 3/5/2023)

Account	ChkRef	Debit	Credit	Balance	Date	Description
2201682			\$900.00	\$1,111,698.34	3/3/2023	Verizon Financia EDI PAYMTS 907220003084972
2201682			\$73.90	\$1,156,859.08	2/28/2023	INTEREST
Total ACH Deposits =			\$973.90			\$973.90 ACH Deposits + \$66,371.03 (Caselle Deposits) = \$67,344.93

Payment Approval Report Compared to Cash Requirements Report

Report Date	Payment Approval Report Total	Cash Requirements Report Total	Difference	Payee	Check Amount	Check Issue Date	Description
3/7/2023	\$ 28,913.30	\$ 19,234.30	\$ 9,679.00				
				Carbon County Senior Services	\$ 500.00	27-Feb	one time payment for agreement
				Communication Tech	\$ 7,979.00	27-Feb	police repeater upgrade and support
				Wyoming Retirement System	\$ 1,200.00	27-Feb	for fireman retirement fund - two months payments
					<u>\$ 9,679.00</u>		

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
03/01/2023		1207	AMERICAN EXPRESS LO	113-4155221	199.50	.00	.00	199.50	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	07-09703-90	161.86	.00	.00	161.86	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	07-09703-90	97.83	.00	.00	97.83	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	112-0162831	62.41	.00	.00	62.41	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	112-5113772-	28.99	.00	.00	28.99	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	112-5818617	199.99	.00	.00	199.99	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-0667694	75.89	.00	.00	75.89	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-1005198	32.86	.00	.00	32.86	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-4812260	7.27	.00	.00	7.27	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-5306512	239.94	.00	.00	239.94	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-7345554	16.99	.00	.00	16.99	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	113-9078246	31.48	.00	.00	31.48	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	364190729	36.73	.00	.00	36.73	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	7019940715	63.99	.00	.00	63.99	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	D01-4498886	14.99	.00	.00	14.99	_____	_____	_____
03/15/2023		1207	AMERICAN EXPRESS LO	P107012969:	43.48	.00	.00	43.48	_____	_____	_____
03/13/2023		7591	Black Hills Energy 0330-32	6106033032	996.18	.00	.00	996.18	_____	_____	_____
03/13/2023		7590	Black Hills Energy 7231-14	7953723114-	346.08	.00	.00	346.08	_____	_____	_____
03/13/2023		7589	Black Hills Energy 7275-62	6113727562	748.16	.00	.00	748.16	_____	_____	_____
03/13/2023		3400	Black Hills Energy 8916-95	4893891695	255.50	.00	.00	255.50	_____	_____	_____
03/13/2023		7592	Black Hills Energy 9457-17	6102945717-	499.30	.00	.00	499.30	_____	_____	_____
02/14/2023		7390	Bridger Fabrication	14756	388.00	.00	.00	388.00	_____	_____	_____
03/19/2023		7106	CANDY MOUNTAIN	445521	96.50	.00	.00	96.50	_____	_____	_____
03/15/2023		7346	Capital Business Systems I	33489565	863.87	.00	.00	863.87	_____	_____	_____
03/28/2023		7400	Capital Business Systems I	1253452	21.63	.00	.00	21.63	_____	_____	_____
03/29/2023		7400	Capital Business Systems I	1253935	671.21	.00	.00	671.21	_____	_____	_____
02/14/2023		2920	HACH COMPANY	13464119	110.84	.00	.00	110.84	_____	_____	_____
02/17/2023		6760	LARAMIE GM AUTO CEN	11221	20.96	.00	.00	20.96	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8788866	7.29	.00	.00	7.29	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8789801	91.96	.00	.00	91.96	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8790657	31.99	.00	.00	31.99	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8793244	70.63	.00	.00	70.63	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8793618	20.98	.00	.00	20.98	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8793994	7.29	.00	.00	7.29	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8796072	3.38	.00	.00	3.38	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8797446	280.43	.00	.00	280.43	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8797687	31.66	.00	.00	31.66	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8797981	21.98	.00	.00	21.98	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8801618	34.99	.00	.00	34.99	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8801823	91.47	.00	.00	91.47	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8803126	57.16	.00	.00	57.16	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8805035	34.99	.00	.00	34.99	_____	_____	_____
03/15/2023		7658	Northwest Colorado Auto &	8805179	8.49	.00	.00	8.49	_____	_____	_____
03/01/2023		4255	PERUE PRINTING	70325	114.90	.00	.00	114.90	_____	_____	_____
02/28/2023		7285	Pine Cove Consulting LLC	17313C	250.00	.00	.00	250.00	_____	_____	_____
02/27/2023		7225	Pitney Bowes Bank Inc Re	23299712-02	2,500.00	.00	.00	2,500.00	_____	_____	_____
03/10/2023		7522	R. P. Lumber Inc	765079	149.94	.00	.00	149.94	_____	_____	_____
03/22/2023		7427	Rocky Mountain Air Solutio	30424541	323.31	.00	.00	323.31	_____	_____	_____
02/08/2023		4960	Saratoga Carbon County J	02082023	175.00	.00	.00	175.00	_____	_____	_____
03/02/2023		7156	Saratoga Recycling	10107	30.00	.00	.00	30.00	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	75695	89.90	.00	.00	89.90	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	75913	559.60	.00	.00	559.60	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	75944	39.99	.00	.00	39.99	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	75950	5.38	.00	.00	5.38	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	76014	9.34	.00	.00	9.34	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	76136	60.99	.00	.00	60.99	_____	_____	_____

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
03/15/2023		5015	SHIVELY HARDWARE (TO	76153	9.98	.00	.00	9.98	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	76611	13.99	.00	.00	13.99	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC20453	573.26	.00	.00	573.26	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC21012	59.95	.00	.00	59.95	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC21124	29.50	.00	.00	29.50	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC21169	487.03	.00	.00	487.03	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC21192	34.99	.00	.00	34.99	_____	_____	_____
03/15/2023		5015	SHIVELY HARDWARE (TO	IC21376	29.50	.00	.00	29.50	_____	_____	_____
03/15/2023		7585	SHIVELY HARDWARE CO	75974	61.97	.00	.00	61.97	_____	_____	_____
02/13/2023		7551	SUNDAHL POWERS KAP	14697	4,319.11	.00	.00	4,319.11	_____	_____	_____
03/29/2023		5630	UNION TELEPHONE CO	70122064 02	599.68	.00	.00	599.68	_____	_____	_____
04/08/2023		5630	UNION TELEPHONE CO	70001447 02	422.27	.00	.00	422.27	_____	_____	_____
04/08/2023		5630	UNION TELEPHONE CO	70102786 02	67.76	.00	.00	67.76	_____	_____	_____
03/27/2023		7528	Upper Platte River Solid W	022523-FEB	1,154.00	.00	.00	1,154.00	_____	_____	_____
02/28/2023		5710	VALLEY PHARMACY	169060	5.82	.00	.00	5.82	_____	_____	_____
Grand Totals:				71	19,234.30	.00	.00	19,234.30	_____	_____	_____

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
02/08/2023	175.00	.00	.00	175.00	175.00
02/13/2023	4,319.11	.00	.00	4,319.11	4,494.11
02/14/2023	498.84	.00	.00	498.84	4,992.95
02/17/2023	20.96	.00	.00	20.96	5,013.91
02/27/2023	2,500.00	.00	.00	2,500.00	7,513.91
02/28/2023	255.82	.00	.00	255.82	7,769.73
03/01/2023	314.40	.00	.00	314.40	8,084.13
03/02/2023	30.00	.00	.00	30.00	8,114.13
03/10/2023	149.94	.00	.00	149.94	8,264.07
03/13/2023	2,845.22	.00	.00	2,845.22	11,109.29
03/15/2023	4,768.65	.00	.00	4,768.65	15,877.94
03/19/2023	96.50	.00	.00	96.50	15,974.44
03/22/2023	323.31	.00	.00	323.31	16,297.75
03/27/2023	1,154.00	.00	.00	1,154.00	17,451.75
03/28/2023	21.63	.00	.00	21.63	17,473.38
03/29/2023	1,270.89	.00	.00	1,270.89	18,744.27
04/08/2023	490.03	.00	.00	490.03	19,234.30
Grand Totals:				19,234.30	19,234.30

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
AMERICAN EXPRESS LOAD # 004105									
1207	AMERICAN EXPRESS LOAD # 00410	07-09703-9039	Ebay 2003-07 chevy 3500 HD drive bot	02/13/2023	161.86	.00		10-411-250	223
1207	AMERICAN EXPRESS LOAD # 00410	07-09703-9039	Ebay 99-02 Chevy silverado 1500 2500	02/13/2023	97.83	.00		10-411-250	223
1207	AMERICAN EXPRESS LOAD # 00410	112-0162831-0	Amazon Report covers, 1/3 cut tab file f	01/23/2023	62.41	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	112-5113772-2	Amazon Envelopes	01/23/2023	28.99	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	112-5818617-9	Amazon APC UPS 1500 VA battery bac	02/08/2023	100.00	.00		51-531-262	223
1207	AMERICAN EXPRESS LOAD # 00410	112-5818617-9	Amazon APC UPS 1500 VA battery bac	02/08/2023	99.99	.00		52-532-262	223
1207	AMERICAN EXPRESS LOAD # 00410	113-0667694-7	Amazon ink cartridges for rec.	02/21/2023	75.89	.00		10-445-241	223
1207	AMERICAN EXPRESS LOAD # 00410	113-1005198-2	Amazon Carpet cleaner	02/01/2023	32.86	.00		10-421-240	223
1207	AMERICAN EXPRESS LOAD # 00410	113-4155221-0	Amazon Phone case, Screen cleaner,	02/01/2023	168.37	.00		10-421-240	223
1207	AMERICAN EXPRESS LOAD # 00410	113-4155221-0	Amazon Phone case, Screen cleaner,	02/01/2023	31.13	.00		10-421-240	223
1207	AMERICAN EXPRESS LOAD # 00410	113-4812260-2	Amazon letter size mailing envelopes	02/10/2023	7.27	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	113-5306512-1	Amazon 6ea official wide channel bask	02/21/2023	239.94	.00		10-445-762	223
1207	AMERICAN EXPRESS LOAD # 00410	113-7345554-5	Amazon Laser file folder labels	02/10/2023	16.99	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	113-9078246-6	Amazon basic file folders	02/10/2023	31.48	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	364190729	Keurig coffee for office	02/13/2023	36.73	.00		10-411-240	223
1207	AMERICAN EXPRESS LOAD # 00410	7019940715	Zoom	02/02/2023	63.99	.00		10-411-245	223
1207	AMERICAN EXPRESS LOAD # 00410	D01-4498886-1	Amazon Membership fee for month	07/05/2022	14.99	.00		10-411-245	223
1207	AMERICAN EXPRESS LOAD # 00410	P107012969:0	McCandless O-ring and 1Z43V3580228	02/01/2023	43.48	.00		10-431-255	223
Total AMERICAN EXPRESS LOAD # 004105:					1,314.20	.00			
Black Hills Energy 0330-32									
7591	Black Hills Energy 0330-32	6106033032 1/	Utilities - 01/17-02/16/23	02/20/2023	996.18	.00		10-431-270	223
Total Black Hills Energy 0330-32:					996.18	.00			
Black Hills Energy 7231-14									
7590	Black Hills Energy 7231-14	7953723114-01	Utilities - 01/17-02/16/23	02/20/2023	173.04	.00		10-411-270	223
7590	Black Hills Energy 7231-14	7953723114-01	Utilities - 01/17-02/16/23	02/20/2023	173.04	.00		10-421-270	223
Total Black Hills Energy 7231-14:					346.08	.00			
Black Hills Energy 7275-62									
7589	Black Hills Energy 7275-62	6113727562 01	Utilities - 01/17-02/16/23	02/20/2023	748.16	.00		10-422-270	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Black Hills Energy 7275-62:					748.16	.00			
Black Hills Energy 8916-95									
3400	Black Hills Energy 8916-95	4893891695 01	Utilities - 01/17-02/16/23	02/20/2023	255.50	.00		10-422-270	223
Total Black Hills Energy 8916-95:					255.50	.00			
Black Hills Energy 9457-17									
7592	Black Hills Energy 9457-17	6102945717-0	Utilities - 01/17-02/16/23	02/20/2023	249.65	.00		52-532-270	223
7592	Black Hills Energy 9457-17	6102945717-0	Utilities - 01/17-02/16/23	02/20/2023	249.65	.00		51-531-270	223
Total Black Hills Energy 9457-17:					499.30	.00			
Bridger Fabrication									
7390	Bridger Fabrication	14756	Epoxy Machine & tap Flow Meters hous	02/14/2023	388.00	.00		51-531-262	223
Total Bridger Fabrication:					388.00	.00			
CANDY MOUNTAIN									
7106	CANDY MOUNTAIN	445521	Bottled water Police	02/17/2023	48.25	.00		10-421-240	223
7106	CANDY MOUNTAIN	445521	Bottled water TH	02/17/2023	48.25	.00		10-411-240	223
Total CANDY MOUNTAIN:					96.50	.00			
Capital Business Systems Inc. (TX)									
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	90.12	.00		10-411-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	90.09	.00		10-412-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	90.09	.00		10-431-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	45.05	.00		51-531-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	45.05	.00		52-532-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	413.40	.00		10-421-240	223
7346	Capital Business Systems Inc. (TX)	33489565	Cannon copier agreement 01/15-02/14/	02/20/2023	90.07	.00		10-413-240	223
Total Capital Business Systems Inc. (TX):					863.87	.00			
Capital Business Systems Inc. (WY)									
7400	Capital Business Systems Inc. (WY)	1253452	PD dispatch printer 1/30-2/27/23	02/26/2023	21.63	.00		10-421-240	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.97	.00		10-411-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-412-280	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-413-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-421-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-422-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-431-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-441-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-442-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-443-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		10-445-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	55.93	.00		42-533-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	27.97	.00		51-531-280	223
7400	Capital Business Systems Inc. (WY)	1253935	HP copier 03/07-04/06/23	02/27/2023	27.97	.00		52-532-280	223
Total Capital Business Systems Inc. (WY):					692.84	.00			
Carbon County Senior Services Inc									
7659	Carbon County Senior Services Inc	021423-01	Town Agreement to pay for period 11/1/	02/14/2023	500.00	500.00	02/27/2023	10-411-265	223
Total Carbon County Senior Services Inc:					500.00	500.00			
COMMUNICATION TECHNOLOGIES INC									
7447	COMMUNICATION TECHNOLOGIES I	86900	PD Repeater upgd- 144-174 MHz Dupl	02/21/2023	5,548.00	5,548.00	02/27/2023	10-421-320	223
7447	COMMUNICATION TECHNOLOGIES I	86901	Mace upgd Encryption Installation	02/21/2023	2,431.00	2,431.00	02/27/2023	10-421-320	223
Total COMMUNICATION TECHNOLOGIES INC:					7,979.00	7,979.00			
HACH COMPANY									
2920	HACH COMPANY	13464119	Sample Cell 25x95MM 10-20-25ML PK/	02/14/2023	55.42	.00		51-531-241	223
2920	HACH COMPANY	13464119	Sample Cell 25x95MM 10-20-25ML PK/	02/14/2023	55.42	.00		52-532-241	223
Total HACH COMPANY:					110.84	.00			
LARAMIE GM AUTO CENTER INC									
6760	LARAMIE GM AUTO CENTER INC	11221	filter for GM vehicles	02/17/2023	20.96	.00		10-421-255	223
Total LARAMIE GM AUTO CENTER INC:					20.96	.00			
Northwest Colorado Auto & Truck Parts									
7658	Northwest Colorado Auto & Truck Parts	8788866	Macs Belt Dressing	02/01/2023	7.29	.00		10-445-262	223
7658	Northwest Colorado Auto & Truck Parts	8789801	Rot T4 15W40, Gal RTU Antifreeze Ge	02/02/2023	91.96	.00		52-532-250	223
7658	Northwest Colorado Auto & Truck Parts	8790657	4pc Blk rubber floor mats - 2004 chevy t	02/03/2023	16.00	.00		51-531-250	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7658	Northwest Colorado Auto & Truck Parts	8790657	Floormats for 2004 chevey truck	02/03/2023	15.99	.00		52-532-250	223
7658	Northwest Colorado Auto & Truck Parts	8793244	Air filter, coupler	02/08/2023	5.49	.00		10-431-242	223
7658	Northwest Colorado Auto & Truck Parts	8793244	airfilter	02/08/2023	65.14	.00		10-431-250	223
7658	Northwest Colorado Auto & Truck Parts	8793618	magnet holder	02/08/2023	20.98	.00		10-431-240	223
7658	Northwest Colorado Auto & Truck Parts	8793994	PX 120 DA belt Dress 12	02/09/2023	7.29	.00		10-431-240	223
7658	Northwest Colorado Auto & Truck Parts	8796072	Nuts/Bolts/Hardware	02/13/2023	1.13	.00		10-431-250	223
7658	Northwest Colorado Auto & Truck Parts	8796072	Nuts/Bolts/Hardware	02/13/2023	1.13	.00		51-531-250	223
7658	Northwest Colorado Auto & Truck Parts	8796072	Nuts/Bolts/Hardware	02/13/2023	1.12	.00		52-532-250	223
7658	Northwest Colorado Auto & Truck Parts	8797446	Filters for streets vehicles	02/15/2023	280.43	.00		10-431-248	223
7658	Northwest Colorado Auto & Truck Parts	8797687	WD40 spray, Brake cleaner, Mac Elec c	02/15/2023	31.66	.00		10-431-240	223
7658	Northwest Colorado Auto & Truck Parts	8797981	Antifreeze for dump truck	02/15/2023	21.98	.00		10-431-248	223
7658	Northwest Colorado Auto & Truck Parts	8801618	realtree seat cover	02/21/2023	34.99	.00		10-431-255	223
7658	Northwest Colorado Auto & Truck Parts	8801823	18in trico chill blde, HD wiper for loader	02/22/2023	91.47	.00		10-431-250	223
7658	Northwest Colorado Auto & Truck Parts	8803126	16in Exactfitblade	02/24/2023	57.16	.00		10-431-248	223
7658	Northwest Colorado Auto & Truck Parts	8805035	Realtree seat cover for 1999 chevy	02/27/2023	34.99	.00		10-431-255	223
7658	Northwest Colorado Auto & Truck Parts	8805179	battery cable bolt for 2004 chevy	02/28/2023	4.24	.00		52-532-255	223
7658	Northwest Colorado Auto & Truck Parts	8805179	battery cable bolt for 2004 chevy	02/28/2023	4.25	.00		51-531-255	223
Total Northwest Colorado Auto & Truck Parts:					794.69	.00			
PERUE PRINTING									
4255	PERUE PRINTING	70325	for water dept LC 3037 BK and 3pk XX	02/17/2023	114.90	.00		51-531-240	223
Total PERUE PRINTING:					114.90	.00			
Pine Cove Consulting LLC									
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	67.50	.00		10-411-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	12.50	.00		10-412-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	25.00	.00		51-531-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	25.00	.00		52-532-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	82.50	.00		10-421-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	12.50	.00		10-413-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	12.50	.00		10-445-320	223
7285	Pine Cove Consulting LLC	17313C	Office 365 Feb 23	02/28/2023	12.50	.00		10-442-320	223
Total Pine Cove Consulting LLC:					250.00	.00			
Pitney Bowes Bank Inc Reserve Account									
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		10-411-240	223
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		10-412-240	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		10-431-240	223
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		52-532-240	223
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		51-531-240	223
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.14	.00		10-421-240	223
7225	Pitney Bowes Bank Inc Reserve Accou	23299712-022	POstage reserve account	02/27/2023	357.16	.00		10-413-240	223
Total Pitney Bowes Bank Inc Reserve Account:					2,500.00	.00			
R. P. Lumber Inc									
7522	R. P. Lumber Inc	765079	Blk heavy duty spring gate hinges	02/26/2023	149.94	.00		10-442-262	223
Total R. P. Lumber Inc:					149.94	.00			
Rocky Mountain Air Solutions									
7427	Rocky Mountain Air Solutions	30424541	Bottle Rental 1/21 - 2/20/23	02/20/2023	107.77	.00		52-532-241	223
7427	Rocky Mountain Air Solutions	30424541	Bottle Rental 1/21 - 2/20/23	02/20/2023	107.77	.00		51-531-240	223
7427	Rocky Mountain Air Solutions	30424541	Bottle Rental 1/21 - 2/20/23	02/20/2023	107.77	.00		51-531-241	223
Total Rocky Mountain Air Solutions:					323.31	.00			
Saratoga Carbon County JPB									
4960	Saratoga Carbon County JPB	02082023	Admin Fees for Lisa Burton for Feb 202	02/08/2023	87.50	.00		52-532-821	223
4960	Saratoga Carbon County JPB	02082023	Admin Fees for Lisa Burton for Feb 202	02/08/2023	87.50	.00		51-531-821	223
Total Saratoga Carbon County JPB:					175.00	.00			
Saratoga Recycling									
7156	Saratoga Recycling	10107	Commercial Recycling	01/31/2023	30.00	.00		10-411-262	123
Total Saratoga Recycling:					30.00	.00			
SHIVELY HARDWARE (TOWN #28210)									
5015	SHIVELY HARDWARE (TOWN #28210	75695	1 1/2 Black Pipe	02/02/2023	89.90	.00		10-442-262	223
5015	SHIVELY HARDWARE (TOWN #28210	75913	Blue Heat Ice Melt 50# bags	02/08/2023	559.60	.00		10-431-248	223
5015	SHIVELY HARDWARE (TOWN #28210	75944	12-14X11/4 HWH Neo tap screw	02/08/2023	20.00	.00		51-531-240	223
5015	SHIVELY HARDWARE (TOWN #28210	75944	12-14X11/4 HWH Neo tap screw	02/08/2023	19.99	.00		52-532-240	223
5015	SHIVELY HARDWARE (TOWN #28210	75950	Concrete Anchors	02/08/2023	5.38	.00		10-445-250	223
5015	SHIVELY HARDWARE (TOWN #28210	76014	Key duplicates and rings	02/09/2023	9.34	.00		10-445-262	223
5015	SHIVELY HARDWARE (TOWN #28210	76136	mM 1x6 M7 HSS drill bit	02/13/2023	60.99	.00		51-531-242	223
5015	SHIVELY HARDWARE (TOWN #28210	76153	mice bait Station	02/13/2023	9.98	.00		51-531-240	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5015	SHIVELY HARDWARE (TOWN #28210	76611	16OZ Rain-X Spray	02/24/2023	13.99	.00		10-431-240	223
5015	SHIVELY HARDWARE (TOWN #28210	IC20453	2 tires, tire labor, disposal Patrol Vehicl	02/03/2023	573.26	.00		10-421-255	223
5015	SHIVELY HARDWARE (TOWN #28210	IC21012	Tire and Tire labor on Skidsteer	02/06/2023	59.95	.00		10-431-250	223
5015	SHIVELY HARDWARE (TOWN #28210	IC21124	Calcium 50 L shed	02/13/2023	29.50	.00		10-431-240	223
5015	SHIVELY HARDWARE (TOWN #28210	IC21169	Fence & Irrig 2 Lin SDG604, 1 COL r-1	02/16/2023	487.03	.00		10-442-262	223
5015	SHIVELY HARDWARE (TOWN #28210	IC21192	Fence & Irrig 1 COL R-158-2L (credit)	02/17/2023	34.99-	.00		10-442-262	223
5015	SHIVELY HARDWARE (TOWN #28210	IC21376	Calcium 50L shed	02/28/2023	29.50	.00		10-431-240	223
Total SHIVELY HARDWARE (TOWN #28210):					1,933.42	.00			
SHIVELY HARDWARE CO (Fire Dept#28120)									
7585	SHIVELY HARDWARE CO (Fire Dept#	75974	Fire Department Purchases	02/09/2023	61.97	.00		10-422-240	223
Total SHIVELY HARDWARE CO (Fire Dept#28120):					61.97	.00			
SUNDAHL POWERS KAPP & MARTIN LLC									
7551	SUNDAHL POWERS KAPP & MARTIN	14697	Legal Services 1/3 - 1/31/23	02/13/2023	2,159.02	.00		10-411-310	223
7551	SUNDAHL POWERS KAPP & MARTIN	14697	Legal Services 1/3 - 1/31/23	02/13/2023	1,950.04	.00		10-413-310	223
7551	SUNDAHL POWERS KAPP & MARTIN	14697	Legal Services 1/3 - 1/31/23	02/13/2023	25.02	.00		10-412-310	223
7551	SUNDAHL POWERS KAPP & MARTIN	14697	Legal Services 1/3 - 1/31/23	02/13/2023	185.03	.00		10-421-310	223
Total SUNDAHL POWERS KAPP & MARTIN LLC:					4,319.11	.00			
UNION TELEPHONE CO									
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	71.79	.00		10-411-280	223
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	54.88	.00		10-412-280	223
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	114.01	.00		10-431-280	223
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	71.79	.00		10-445-280	223
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	54.90	.00		51-531-280	223
5630	UNION TELEPHONE CO	70001447 0217	Phone 2/17-03/16/23	02/17/2023	54.90	.00		52-532-280	223
5630	UNION TELEPHONE CO	70102786 0217	Phone 2/17-03/16/23	02/17/2023	67.76	.00		10-421-280	223
5630	UNION TELEPHONE CO	70122064 0217	Phone 2/17-03/16/23	02/17/2023	599.68	.00		25-421-320	223
Total UNION TELEPHONE CO:					1,089.71	.00			
Upper Platte River Solid Waste DispDist									
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb Lake	02/25/2023	142.00	.00		10-443-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb Kathy Glode Park	02/25/2023	38.00	.00		10-444-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb Veterans Island	02/25/2023	245.00	.00		10-444-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb hot pool	02/25/2023	408.00	.00		10-442-262	223

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb Town hall	02/25/2023	19.00	.00		10-411-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb police	02/25/2023	19.00	.00		10-421-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb water	02/25/2023	122.50	.00		51-531-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb sewer	02/25/2023	38.00	.00		52-532-262	223
7528	Upper Platte River Solid Waste DispDis	022523-FEB	Waste Disposal Feb Streets	02/25/2023	122.50	.00		10-431-262	223
Total Upper Platte River Solid Waste DispDist:					1,154.00	.00			
VALLEY PHARMACY									
5710	VALLEY PHARMACY	169060	Advanced Eye relief for shop first aid kit	02/08/2023	5.82	.00		10-431-240	223
Total VALLEY PHARMACY:					5.82	.00			
WYOMING RETIREMENT SYSTEM									
6205	WYOMING RETIREMENT SYSTEM	233526	FIRE DEPT-RETIREMENT-Jan 2023	01/04/2023	600.00	600.00	02/27/2023	10-422-170	123
6205	WYOMING RETIREMENT SYSTEM	234395	FIRE DEPT-RETIREMENT-Feb 2023	02/02/2023	600.00	600.00	02/27/2023	10-422-170	223
Total WYOMING RETIREMENT SYSTEM:					1,200.00	1,200.00			
Grand Totals:					28,913.30	9,679.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Includes unprinted checks

Report Criteria:

Paid transmittals included

Begin Date: ALL

End Date: ALL

Transmittal Transaction.Check number = 51522,21520231,22220235,122720223,22220231

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount	GL Updated	Check Date
51522									
11	AFLAC BENEFIT SERVIC	51522	01/01/2023	71-01	AFLAC monthly ins premium AFLAC Services/after tax Pay Period: 1/1/20	10-212500	48.47	Yes	02/22/2023
11	AFLAC BENEFIT SERVIC	51522	01/01/2023	71-06	AFLAC monthly ins premium AFLAC Benefit Services Pay Period: 1/1/202	10-212500	266.34	Yes	02/22/2023
11	AFLAC BENEFIT SERVIC	51522	01/15/2023	71-01	AFLAC monthly ins premium AFLAC Services/after tax Pay Period: 1/15/2	10-212500	48.47	Yes	02/22/2023
11	AFLAC BENEFIT SERVIC	51522	01/15/2023	71-06	AFLAC monthly ins premium AFLAC Benefit Services Pay Period: 1/15/20	10-212500	266.34	Yes	02/22/2023
Total 51522:							629.62		
21520231									
2	WYOMING RETIREMENT	21520231	01/01/2023	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 1/1/2	10-212300	500.06	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/01/2023	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 1/1/2	10-212300	2,366.87	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/01/2023	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 1/1/202	10-212300	903.69	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/01/2023	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 1/1/202	10-212300	3,668.72	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/15/2023	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 1/15/	10-212300	599.37	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/15/2023	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 1/15/	10-212300	2,837.01	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/15/2023	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 1/15/20	10-212300	933.25	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	01/15/2023	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 1/15/20	10-212300	3,788.79	Yes	02/15/2023
2	WYOMING RETIREMENT	21520231	02/12/2023	51-02	WYOMING RETIREMENT PAYMENT ADJUSTMENT	10-212300	694.38	Yes	02/15/2023
Total 21520231:							16,292.14		
22220231									
1	EFTPS -TAXES	22220231	02/12/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 2/12/20	10-212100	2,765.56	Yes	02/22/2023
1	EFTPS -TAXES	22220231	02/12/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 2/12/20	10-212100	2,765.56	Yes	02/22/2023
1	EFTPS -TAXES	22220231	02/12/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 2/12/2023	10-212100	646.80	Yes	02/22/2023
1	EFTPS -TAXES	22220231	02/12/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 2/12/2023	10-212100	646.80	Yes	02/22/2023
1	EFTPS -TAXES	22220231	02/12/2023	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period	10-212200	3,828.15	Yes	02/22/2023
Total 22220231:							10,652.87		
22220235									
5	BLUE CROSS & BLUE SH	22220235	12/18/2022	90-00	ACCOUNT # 2483060001 Health Ins Pay Period: 12/18/2022	10-212700	39,097.69	Yes	02/22/2023
5	BLUE CROSS & BLUE SH	22220235	01/15/2023	90-00	ACCOUNT # 2483060001 Health Ins Pay Period: 1/15/2023	10-212700	41,141.63	Yes	02/22/2023
5	BLUE CROSS & BLUE SH	22220235	02/12/2023	90-00	Employee Premium Adjustment	10-212700	2,045.02	Yes	02/22/2023

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount	GL Updated	Check Date
Total 22220235:							82,284.34		
122720223									
16	DEARBORN L LIFE INSU	122720223	02/12/2023	91-00	GROUP/ACCOUNT # 0000310079 - 1 Life Insurance Pay Period: 2/12/20	10-212700	66.77	Yes	02/22/2023
16	DEARBORN L LIFE INSU	122720223	02/12/2023	91-00	February Adjustment	10-212700	12.01	Yes	02/22/2023
Total 122720223:							78.78		
Grand Totals:							109,937.75		

Report Criteria:
Paid transmittals included
Begin Date: ALL
End Date: ALL
Transmittal Transaction.Check number = 51522,21520231,22220235,122720223,22220231

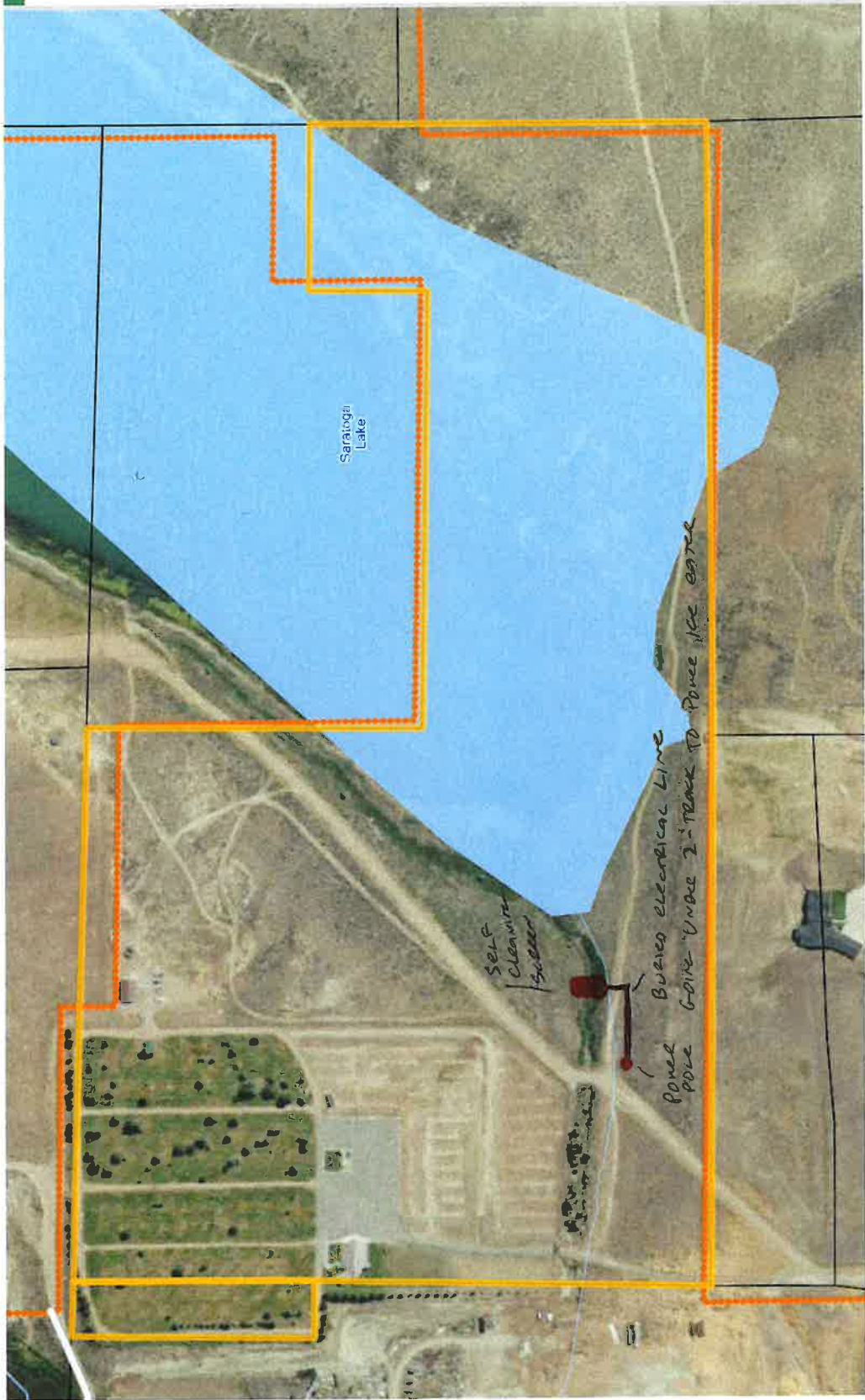
Layers Info

Copy to Clipboard Different map view Zoom to parcel

1 Parcel(s)

- PIDN: 17840140000500
- Account: 80016041, Property Detail
- Name: TOWN OF SARATOGA
- Mail Addr: BOX 485
- Location: SARATOGA, NY 12831
- Location: PARCEL IN S1/2 SEC 14 SEC 1: PARCE
- IN S1/4 SEC 12: PARCELS IN SW1/4 SEC 15:
- (more)
- Type: Exempt

Lat / Lon N: 41.45667°, W: 106.79285°
 NAD83 UTM Zone 13 X: 350261,
 Y: 4591005
 NAD83 Wyoming East Central USF
 N: 677084, E: 1460481





WYOMING GAME AND FISH DEPARTMENT

5400 Bishop Blvd. Cheyenne, WY 82006

Phone: (307) 777-4600 Fax: (307) 777-4699

wgfd.wyo.gov

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Item 9)


28 February, 2023

Town of Saratoga
110 East Spring Ave.
Saratoga, WY 82331

Dear Mr. Davis:

We ask you consider this letter as written correspondence and a project summary for the Saratoga Lake fish screening project. In September 2022, a rotenone project to eradicate illegally introduced yellow perch was completed and the lake is now fishless. An indirect benefit to the project was the elimination of white sucker and brook stickleback (state listed Aquatic Invasive Species) and the expected improvement to the trout fishery in Saratoga Lake. This lake has been treated with rotenone three separate times to suppress white suckers and improve the fishery (the last time was in 1998). The Wyoming Game and Fish Department (WGFD) plans to install a fish screen that blocks fish from entering Saratoga Lake from the North Platte River. The screen will be located on the inflow ditch approximately 150 yards upstream of the lake on the Town of Saratoga property (UTM is 350313E, 4591031N, Z13). This screen will reduce the likelihood of unwanted fish species negatively impacting the Saratoga Lake sport fishery.

The screening project is cooperative in nature between the WGFD, the Bureau of Land Management (BLM), and the Town of Saratoga. The WGFD will provide the screen and install the screen/concrete box housing and pay for electrical service (both the installation cost and monthly service), the BLM will purchase and have delivered the concrete box, and the Town of Saratoga will grant permission to install the screen and electricity on their property. There is a power pole approximately 60 yards from the screen, and a buried electrical line will be installed from the pole to the screen. The screening project must be completed before water flow is returned this May.

Sincerely,


Bobby Compton
Laramie Region Fisheries Supervisor

cc: Ray Hageman
Jerry Cowles
Meredith Wood

File

Annette Penman Community Relations
Sinclair Wyoming Refining Company, LLC
P.O. Box 277
Sinclair, WY 82334 307-328-8331
annette.penman@HFSinclair.com



Sinclair Wyoming Refining Company, LLC (SWRC)
COMMUNITY RELATIONS

Contact Information (Please Type or Print)

Name: Stacy Crimmins Title: grant writer, committee member
Organization: Town of Saratoga--Never Forget Park Tax ID: _____
Address: PO Box 486 City: Saratoga State: Wyoming ZIP: 82331
Phone: (307) 329-7150 Stacy Crimmins Fax: _____
Email Address: crimminsassociates@gmail.com

Event Sponsorship or Donation. Please check one and fill in information.

☐ **Event Sponsorship?** (Dinners, Luncheons, Other Activities) ☒ **Donation?** (In-Kind Donation, Purchase or Cash Donation)

Purpose of Request: (Please attach additional information as needed)

The Town of Saratoga is creating a new landscaped park: "Never Forget Park". The park project began in 2008 after a local young man, Army SSgt. Tyler Pickett, was killed in action in Iraq and will be a tribute to all those who have sacrificed their precious lives for the sake of others.

Please see full project description and budget attached

Start Date of Event:

Month: _____ Day: _____ Year: _____

Name of Event: _____

End Date of Event:

Month: _____ Day: _____ Year: _____

Description of Event: _____

Address for Event: _____

City: _____ State: Wyoming ZIP: _____

Name of Key Event Contact: _____

Phone: _____

Email: _____

Updated: 2/2020 Who makes up your event's target audience? _____

How can SWRC get involved? *(Please be specific. Attach information if necessary)*

HF Sinclair is a vital part of Carbon County as an employer and our communities are very appreciative
of the financial support that has been given in the past.

Total Amount Requested: \$25,000

Contracted services costs--\$10,000 : heavy equipment use

Amount of Request: Materials and supplies--\$15,000 : benches, plantings, light poles, restrooms

If you are requesting merchandise or giveaways, how will these items be distributed at your event? i.e. items with Sinclair logo, apparel, collectibles, etc.

What types of traditional media coverage, social media coverage or on-site visibility will Sinclair receive as a sponsor? press release to local news media, signage at park listing funding agencies, invitation to ribbon cutting

Please list all other sponsors involved in your event:

have applied for grants: AARP Community Challenge, Wyoming Community Foundation

individual donations have been the majority of funds raised

Who, if anyone, within SWRC referred you to apply for this sponsorship? _____

Previous Donation or Sponsorship:

Have you been affiliated with an event in which SWRC was a past sponsor? ____ Yes X No

If so, name of Previous Event: _____

Date of Previous Event: _____

Previous Donation Request: _____

Check should be made payable to: Town of Saratoga-Never Forget Park

***Please send copies of any media coverage and any photos from your event,
and acknowledgements on your company letter head.***

Please use Sinclair Wyoming Refining Company for acknowledgement

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Item 10)
Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Town of Saratoga	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ► municipality	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. P.O. Box 486 110 E Spring Street	Requester's name and address (optional)
6 City, state, and ZIP code Saratoga, WY 82331	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
8	3	-	6	0	0	0	0	8	9

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



Vendor Authorization Form

Dear Valued Business Partner,

HollyFrontier and HEP have implemented a policy of using a Vendor Authorization form.

Fill out the Vendor Authorization Form in three easy steps:

1. Complete the Vendor Authorization Form.
2. Have the form signed by your company's designated signing officer.

Please note – Licensed DocuSign signatures are acceptable. All other forms of **electronic** signatures are not acceptable.

3. Scan the form in PDF format and email it back to the HollyFrontier or HEP representative who provided you this form.

In addition to the completed Vendor Authorization Form, we also require the following document:

- Copy of your Company W-9

Please complete both sections of form (Vendor and Banking) for new vendor set ups and any type of banking change.

Please only complete top section of form (Vendor) for address changes.

For more information about the Vendor Authorization Form process, contact your HollyFrontier or HEP representative.

Thank you for your assistance with this policy.

Vendor Information			
Vendor Name: Town of Saratoga-Never Forget Park		HFC or HEP Vendor #:	
Vendor Address (must match W-9): 110 E. Spring Street	City: Saratoga	State: WY	Zip: 82331
Remit To Mailing Address (check only): P.O. Box 486	City: Saratoga	State: WY	Zip: 82331
E-mail address (Required for Remittance Advice): crimminsassociates@gmail.com Stacy Crimmins	Payment Method: check	IRS Taxpayer ID (FEIN): 83-6000089	
Accounting Contact Name: Marie Christen	Telephone Number: (307) 326-8335	Fax Number:	
Banking Information			
Bank Name:	Bank Routing Number:	Bank Account Number:	
Address:	City:	State:	Zip:

Name (signature)

March 7, 2023

Date

Chuck Davis

Name (print)

Mayor of Town of Saratoga

Title (print)

For HollyFrontier or HEP Internal Use			
Date:	Contact Name:	Title:	Telephone or Email Address:
Contact Attempts:	Vendor Detail Changed:		

		<i>Item 10)</i>
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HF Sinclair Community Relations

Town of Saratoga--“Never Forget Park”

Project Description

The Town of Saratoga (pop. 1700) is creating a new landscaped park: "Never Forget Park". The park project began in 2008 after a local young man, Army SSgt. Tyler Pickett, was killed in action in Iraq and will be a tribute to all those who have sacrificed their precious lives for the sake of others.

Never Forget Park will include a memorial sculpture, open-air pavilion, ADA compliant benches, handicapped accessible restrooms and parking. Lush plantings of native species will provide shade to the open space. Light posts installed along the sidewalk will aid those using the park after dark. Flagpoles with each of the five armed forces flags will be installed and lit from dusk to dawn. Several gabion basket benches will be installed and will have veteran's memorial plates attached.

Volunteers will fill gabion baskets with river rock and use high-density composite decking for the seats. A work day will be organized for community members to complete this project. School children will work with the local conservation district to plant the trees and shrubs as part of their school curriculum.

Currently, the space is a patch of gravel and weeds and is used for overflow parking to the adjacent Veterans Island Park. The North Platte River flows around the island. This park is the location of numerous events such as family reunions, music festivals, and community picnics. It features a playground, walking path with connection to the free mineral hot springs, barbeque picnic shelter and a skate park. "Never Forget Park" is along a busy street that leads to premier lodging facilities and to Saratoga Lake and will be a source of pride for residents and visitors alike.

The Town of Saratoga's new, dedicated and focused park committee began its work in May 2021 and is comprised of private citizens, veterans and newly elected councilmen. The committee has collaborated with American Legion Post #54, Platte Valley Arts Council, Inc. and Order of the Eastern Star. This committee has developed the park design, created a website, worked with the family of Tyler Pickett, commissioned a memorial sculpture, and hired an engineering firm to create documents. The committee hopes to install curb and gutter, irrigation and plant trees and shrubs this spring. Light posts, benches, restrooms and asphalt will complete the park, hopefully by late summer 2023.

The community has been very clear: this park must be completed, out of respect for Tyler Pickett and his family. They have been very frustrated with the long process and delays. Completing "Never Forget Park" will be a respite and reflects the determination of Saratoga residents.

Project Timeline

June: Curb & gutter, sidewalks, flag poles, irrigation and hydro-seeding installed and completed

July: benches, plantings and lighting installed

August: park open to the public

September: asphalt and parking lot striping installed

October:

November: pavilion built and installed



Never Forget Park
Saratoga, Wyoming

2023

rev 2/15/23

PHASE 1	BUDGET	CASH	IN-KIND
heavy equipment use (Town of Saratoga)	\$ 90,000.00		\$ 90,000.00
engineering (WLC Engineering)	\$ 16,500.00	\$ 16,500.00	
memorial sculpture (Platte Valley Arts Council)	\$ 10,000.00		\$ 10,000.00
website (Crimmins Associates)	\$ 500.00	\$ 300.00	\$ 200.00
grant writing (Crimmins Associates)	\$ 10,000.00		\$ 10,000.00
curb and gutter, sidewalks	\$ 135,000.00	\$ 135,000.00	
backfill (TripleD Construction)			xxx
electrical	\$ 10,000.00	\$ 10,000.00	
irrigation	\$ 33,000.00	\$ 33,000.00	
PHASE 2			
heavy equipment use (Town of Saratoga)	\$ 40,000.00		\$ 40,000.00
seeding	\$ 8,000.00	\$ 8,000.00	xxx
trees, shrubs, wildflowers (SER Conservation Dist)	\$ 5,000.00	\$ 5,000.00	
parking lot base	\$ 145,000.00	\$ 145,000.00	
light posts	\$ 7,000.00	\$ 7,000.00	
volunteers	\$ 5,000.00		\$ 5,000.00
PHASE 3			
benches	\$ 7,500.00	\$ 5,000.00	\$ 2,500.00
volunteers	\$ 2,500.00		\$ 2,500.00
PHASE 4			
restrooms	\$ 125,000.00	\$ 125,000.00	
asphalt paving	\$ 75,000.00	\$ 75,000.00	
amphitheater	\$ 20,000.00	\$ 20,000.00	
TOTAL	\$ 745,000.00	\$ 584,800.00	\$ 160,200.00

\$ 745,000.00

INCOME	CASH	APPLIED FOR
Order of the Eastern Star	\$ 50,000.00	
American Legion Post 54	\$ 5,000.00	
Adam Clarke & Family	\$ 15,000.00	
Anonymous	\$ 25,000.00	
Town of Saratoga	\$ 135,000.00	
individual donors and events	\$ 45,111.00	
AARP Community Challenge		\$ 50,000.00
Wyoming Community Foundation		\$ 10,000.00
HF Sinclair		\$ 25,000.00
TOTAL	\$ 275,111.00	\$ 85,000.00

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE GRANT/LOAN GRANT/LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING, FOR THE PURPOSE OF

HF SINCLAIR COMMUNITY RELATIONS-- GRANT APPLICATION FOR BENEFIT OF "NEVER FORGET PARK"

(TITLE AND PUROSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the TOWN OF SARATOGA, desires to participate in the: HF Sinclair Community Relations Request to assist in financing this project; and (NAME OF GRANT/LOAN PROGRAM)

WHEREAS, the Governing Body for the TOWN OF SARATOGA, CARBON COUNTY, WY recognizes the need for the project; and

WHEREAS, the HF Sinclair Community Relations Request (NAME OF GRANT/LOAN PROGRAM) program requires that certain criteria be met, as described in the HF Sinclair Community Relations Request Rules and Regulations (NAME OF GRANT PROGRAM)

governing the program, and to the best of our knowledge this application meets those criteria; and, NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING,

that a grant application in the amount of \$25,000

be submitted to HF Sinclair Community Relations Request (NAME OF GRANT/LOAN PROGRAM)

for consideration to assist in funding

"Never Forget Park" (NAME OF PROJECT)

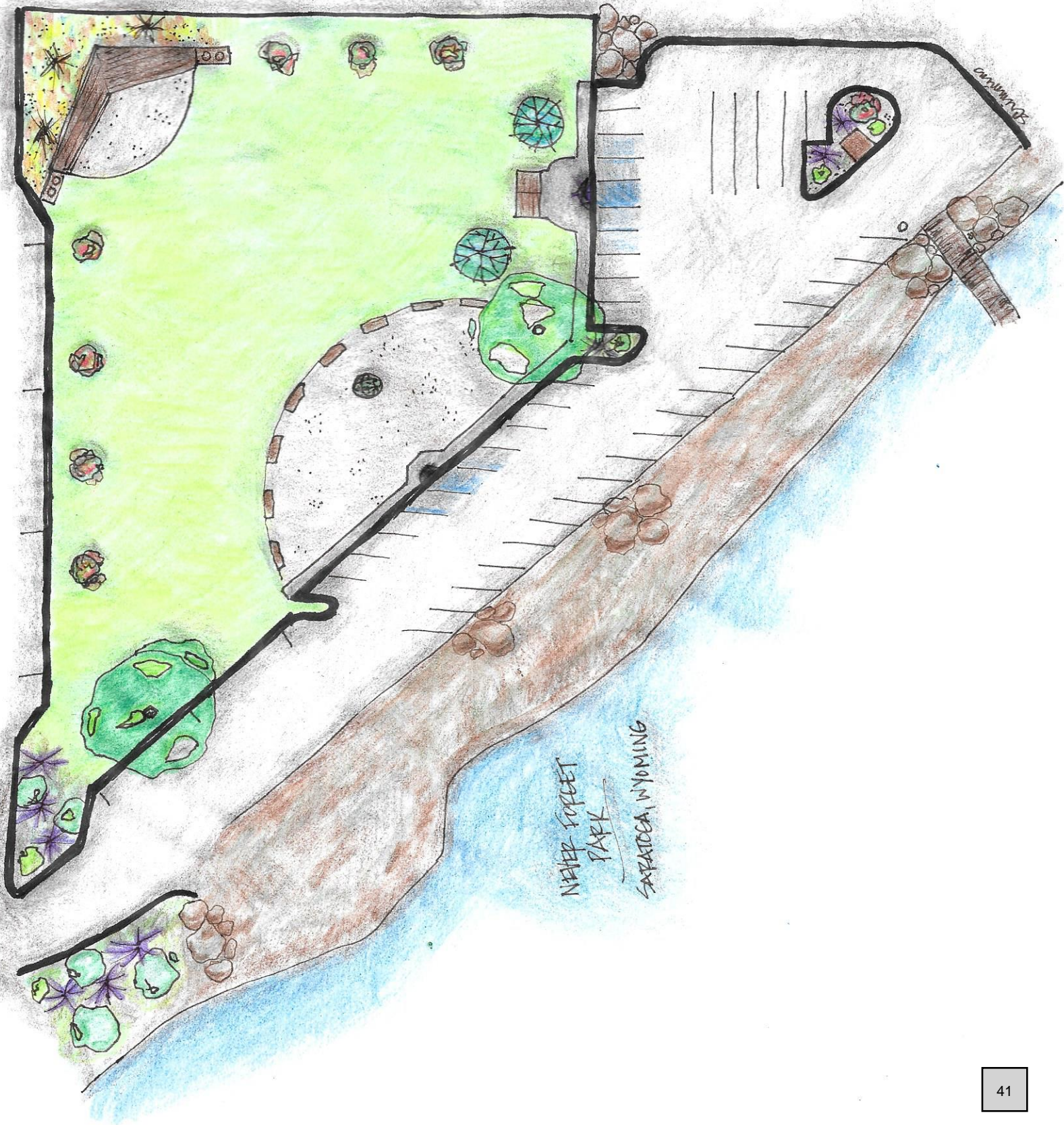
BE IT FURTHER RESOLVED, that Stacy Crimmins, Joe Parsons--NFP committee members (NAME & TITLE OF PERSONS)

are hereby designated as the authorized representatives of the TOWN OF SARATOGA to act on behalf of the Governing Body on all matters relating to this grant or loan application.

PASSED, APPROVED AND ADOPTED THIS Tuesday, March 7, 2023 Date

Signature Printed CHUCK DAVIS, MAYOR, TOWN OF SARATOGA

Attest: Signature Printed MARIE CHRISTEN, TOWN CLERK





Never Forget Park
Saratoga, Wyoming

2023

rev 2/15/23

PHASE 1	BUDGET	CASH	IN-KIND
heavy equipment use (Town of Saratoga)	\$ 90,000.00		\$ 90,000.00
engineering (WLC Engineering)	\$ 16,500.00	\$ 16,500.00	
memorial sculpture (Platte Valley Arts Council)	\$ 10,000.00		\$ 10,000.00
website (Crimmins Associates)	\$ 500.00	\$ 300.00	\$ 200.00
grant writing (Crimmins Associates)	\$ 10,000.00		\$ 10,000.00
curb and gutter, sidewalks	\$ 135,000.00	\$ 135,000.00	
backfill (TripleD Construction)			xxx
electrical	\$ 10,000.00	\$ 10,000.00	
irrigation	\$ 33,000.00	\$ 33,000.00	
PHASE 2			
heavy equipment use (Town of Saratoga)	\$ 40,000.00		\$ 40,000.00
seeding	\$ 8,000.00	\$ 8,000.00	xxx
trees, shrubs, wildflowers (SER Conservation Dist)	\$ 5,000.00	\$ 5,000.00	
parking lot base	\$ 145,000.00	\$ 145,000.00	
light posts	\$ 7,000.00	\$ 7,000.00	
volunteers	\$ 5,000.00		\$ 5,000.00
PHASE 3			
benches	\$ 7,500.00	\$ 5,000.00	\$ 2,500.00
volunteers	\$ 2,500.00		\$ 2,500.00
PHASE 4			
restrooms	\$ 125,000.00	\$ 125,000.00	
asphalt paving	\$ 75,000.00	\$ 75,000.00	
amphitheater	\$ 20,000.00	\$ 20,000.00	
TOTAL	\$ 745,000.00	\$ 584,800.00	\$ 160,200.00

\$ 745,000.00

INCOME	CASH	APPLIED FOR
Order of the Eastern Star	\$ 50,000.00	
American Legion Post 54	\$ 5,000.00	
Adam Clarke & Family	\$ 15,000.00	
Anonymous	\$ 25,000.00	
Town of Saratoga	\$ 135,000.00	
individual donors and events	\$ 45,111.00	
AARP Community Challenge		\$ 50,000.00
Wyoming Community Foundation		\$ 10,000.00
HF Sinclair		\$ 25,000.00
TOTAL	\$ 275,111.00	\$ 85,000.00

Wyoming Community Foundation Competitive Grant - Spring 2023 – WYCF

1. Project name

“Never Forget Park” in Saratoga, WY

2. Request amount?

\$10,000

3. Summary

Saratoga is creating a new landscaped park: "Never Forget Park". A local young man, Army SSgt. Tyler Pickett, was killed in action in Iraq and this will be a tribute to all those who have sacrificed their precious lives for the sake of others.

4. Which best describes your request?

One-time Program/Project

5. What is the purpose of your request? 5000/3095

The Town of Saratoga (pop. 1700) is creating a new landscaped park: "Never Forget Park". The park project began in 2008 after a local young man, Army SSgt. Tyler Pickett, was killed in action in Iraq and will be a tribute to all those who have sacrificed their precious lives for the sake of others. The community has been raising funds for over a decade. Unfortunately, the park has been delayed until now due to a lack of strong direction from the Town of Saratoga.

The Town of Saratoga's new, dedicated and focused park committee began its work in May 2021 and is comprised of private citizens, veterans and newly elected councilmen. The committee has collaborated with American Legion Post #54, Platte Valley Arts Council, Inc. and Order of the Eastern Star. This committee has developed the park design, created a website, worked with the family of Tyler Pickett, commissioned a memorial sculpture, and hired an engineering firm to create documents. The committee hopes to install curb and gutter, irrigation and plant trees and shrubs this spring. Light posts, benches, restrooms and asphalt will complete the park, hopefully by late summer 2023.

The community has been very clear: this park must be completed, out of respect for Tyler Pickett and his family. They have been very frustrated with the long process and delays. With the help of Wyoming Community Foundation funding, completing "Never Forget Park" will be a respite and reflects the determination of Saratoga residents.

Currently, the space is a patch of gravel and weeds and is used for overflow parking to the adjacent "Veterans Island Park." The North Platte River flows around the island. "Veterans Island Park" is the location of numerous events such as family reunions, music festivals, and community picnics. It features a playground, walking path with connection to the free mineral hot springs, barbeque picnic shelter and a skate park.

"Never Forget Park" will extend the public space and add much-needed parking spaces for cars and RV's. Its location along a busy street leads to premier lodging facilities and to Saratoga Lake and will be a source of pride for residents and visitors alike.

"Never Forget Park" will include a memorial sculpture, ADA compliant benches, handicapped accessible restrooms and parking. Lush plantings of native species will provide shade to the open space. Light posts installed along the sidewalk will aid those using the park after dark. Flags and poles for each of the five branches of the armed forces will be installed and lit from dusk to dawn. Several gabion basket benches will be installed and will have veteran's memorial plates attached. An open-air pavilion will be built for community events such as concerts and patriotic presentations.

Volunteers will fill gabion baskets with river rock and build seats using high-density composite decking. A few workers will be organized for community members to complete this project. School children will work with the local conservation district to plant the trees and shrubs as part of their school curriculum.

6. How will you know if your project is successful? 3000/1884

The committee has identified seven goals in the completion of “Never Forget Park”:

Goal 1: The Town of Saratoga will install new decorative light posts along sidewalks

Quantity: 12 posts

Benefit: safe use of park after dark

Goal 2: The Town of Saratoga will purchase materials to make gabion basket benches with composite decking seats

Quantity: 20 benches

Benefit: ADA compliant benches for rest and reflection, rocks provided by the town as in-kind

Goal 3: The Town of Saratoga will organize volunteers to assemble benches and install them in the park

Quantity: 50 volunteers

Benefit: community engagement and in-kind donation decreases cash expenses

Goal 4: The Town of Saratoga will organize volunteers to compile list of veterans from Saratoga and install memorial plaques

Quantity: 12 volunteers

Benefit: List does not currently exist and honoring their sacrifices is vital

Goal 5: The Town of Saratoga will install signage in the park listing project sponsors and funding agencies

Quantity: 3 signs

Benefit: Recognition shows wide support of the project

Goal 6: The Town of Saratoga will plant trees and shrubs in the park, with help from school children and volunteers

Quantity: 150 children, 5 volunteers

Benefit: Educational experience demonstrates conservation principals such as water usage and care of native plantings

Goal 7: The Town of Saratoga will open the park to the public with a ribbon cutting ceremony by late summer 2023

Quantity: 1 event with 250 attendees

Benefit: Celebration of this success propels community to accomplish other projects. Attendees of all ages and sectors of the community brings everyone together for a collective purpose

Overall, the park will be successful when it is used all year round (for picnics, rest stops, quiet reflection, Veteran’s Day services) and when the family of SSgt. Tyler Pickett feels love and support for them and their sacrifice.

7. How do you collaborate in your community?

7a. Referral or Programmatic Collaboration 2500/692

The Town of Saratoga is the lead agency for this project. The new mayor and councilmen have stated their support for the project. In addition to two councilmen, the committee consists of private citizens with experience in completing large public projects. Town staff will be donating their time and heavy equipment use in order to keep cash expenses lower.

The American Legion Post 54 has been raising funds for over ten years and will continue taking the initiative to organize raffles, barbeques and events. The Platte Valley Arts Council collaborated on a commissioned memorial sculpture for the park. Order of the Eastern Star has made a significant financial donation to the cause.

7b. Financial Collaboration

The “Never Forget Park” committee has submitted a few grant applications from other funding agencies. One of the committee members is a professional grant writer and has created a funding plan for the project.

7c. Who do you hope to begin a partnership or collaborate with in the future?

The committee has identified the following funding agencies and plan to submit grant requests in the next several months: AARP Community Challenge Flagship Grant, Daniels Fund, Wold Family Foundation, T-Mobile, Wyoming Community Gas, HF Sinclair, American Association of Dermatology, and Walmart.

Please elaborate on plans for match funding

Few of these agencies require matching funds, however, funding agencies award projects with multiple funding sources, demonstrating a viable and sustainable project. Private donors are more likely to donate if their peers support the project as well.

8. Population to be served by organization 5000/1356

“Never Forget Park” will serve about 3500 people in the small, rural communities of Saratoga, Encampment and Riverside in southeastern Wyoming. The closest population center (Rawlins) and Interstate-80 are over forty miles away. The North Platte and Encampment Rivers, the Medicine Bow National Forest and the Snowy Range and Sierra Madre Mountains form this valley. The area’s economy is driven by the tourism and travel industry (drawing tens of thousands of visitors year-round), agriculture, and mineral and energy development.

According to the 2020 Census, the population of Saratoga is 1,702. The towns of Encampment (pop. 456) and Riverside (pop. 66) and Saratoga all work together on various events and projects. Carbon County has 14,649 residents.

Census data shows the median age for Saratoga to be 52.2 years and 28.9% of the adult residents are seniors. Four percent of Saratoga is under the age of five years. The gender of the area is 49.75% female and 50.25 % male. Ninety-two percent of the population identified as “white.”

Of the 185 veterans who live in Saratoga, 99 of them are over seventy-five years of age. Seventy-seven (or 70%) of Saratoga’s veterans served in Vietnam, which is two times greater than any other conflict and greater than the US’s 43%. Thirty-three vets served in the Gulf Wars, just as SSgt. Tyler Pickett had.

9. Does your organization work statewide or have statewide impact?

Yes

9a. Please describe the geographic distribution of your organization's impact.

The Town of Saratoga has a statewide impact in that its tourism amenities are world-renowned. The fr
Hobo Hot Springs draw hundreds of thousands each year and both Old Baldy Club and The Lodge and Spa at
Brush Creek Ranch have hosted a large number of celebrities and corporate CEOs over several decades.

Carbon County: 15,000

10. EIN*

83-6000089

11. Mission statement*

n/a

12. Website URL*

<https://www.townofsaratoga.org>

<https://www.neverforgetpark.com>

13. Are you using a fiscal sponsor?

no

14. Number of full-time staff

0

15. Board member list

n/a

16. Board member contributions

No board

17. Please elaborate on board member contributions

20. Fiscal year start date*

July 1

21. Fiscal year end date*

June 30

22. Project budget sheet

Upload "NFP project budget"

23. Organization budget*

"Never Forget Park" in Saratoga, Wyoming is owned by the Town of Saratoga, Wyoming. A committee comprised of council members and private citizens has formed to design and construct the new park, with a goal of completion in fall 2023. The committee has been charged with design, fundraising, grant writing and oversight.

Committee Members

Chuck Davis, Mayor

Mike Cooley, council member

Stacy Crimmins -professional grant writer, former CEO of chamber of commerce

Joe Parsons-director of local conservation district, veteran

Jon Winters-former town employee

24. Income statement*

n/a

25. Balance sheet*

n/a

26. Budget Narrative 5000/1772

During Phase 1 of the project, the committee has relied on in-kind donations for setting up a website capable of taking donations, landscape design and artistic rendering of the park, and writing grants. A local arts council commissioned a sculpture which commemorates the sacrifices of Tyler Pickett and other servicemen. The committee has been working with a local engineering firm to create construction documents. Cash expenses have been paid with the donations collected over the past several years. All donations are held with the Town of Saratoga in a designated fund. It is expected that curb and gutter and sidewalks will consume much of the funds already raised for the project.

In Phase 2 of the project, the open grassy area will be hydroseeded by a local company, possibly at cost. The plantings will be supplied by the local conservation district and planted by volunteers and children from the school as an educational experience. The committee expects that donations will increase significantly since a few verbal financial commitments have been made with the condition of seeing progress in the project. The committee must demonstrate sound fiscal responsibility given that some past donations have been misappropriated by previous town staff.

Phase 3 will involve making gabion baskets for benches. The benches will be made by filling wire baskets with river rock and then adding a seat made of composite decking material. All the labor will be provided by volunteers and most of the materials will be donated.

Since the restrooms and amphitheater are large and expensive elements in the park design, their completion will be in Phase 4. In addition to this grant application, other grants will be submitted to help fill the unmet financial need.

27. Please confirm that the financial statements uploaded reflect a full, completed fiscal year.

n/a

30. Additional information 2000/500

Although the Town of Saratoga is not a charitable organization, the development of "Never Forget Park" is a charitable project. Many individuals and several not-for-profit organizations have collaborated to create a plan to complete the park. The committee will conduct a marketing campaign in order to apprise the public of its progress and instill confidence in the project's development. Oversight of the project from these same individuals and organizations will ensure successful completion.

30a. Additional Document Upload Space



NFP plan 4c.pdf

Document Upload Space (optional)

Resolution No. 2023-07

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE GRANT/LOAN GRANT/LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING, FOR THE PURPOSE OF WYOMING COMMUNITY FOUNDATION-- GRANT APPLICATION FOR BENEFIT OF "NEVER FORGET PARK"

(TITLE AND PUROSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the TOWN OF SARATOGA, desires to participate in the: Wyoming Community Foundation Spring grant cycle to assist in financing this project; and (NAME OF GRANT/LOAN PROGRAM)

WHEREAS, the Governing Body for the TOWN OF SARATOGA, CARBON COUNTY, WY recognizes the need for the project; and

WHEREAS, the Wyoming Community Foundation Spring grant cycle (NAME OF GRANT/LOAN PROGRAM) program requires that certain criteria be met, as described in the Wyoming Community Foundation Spring grant cycle Rules and Regulations (NAME OF GRANT PROGRAM)

governing the program, and to the best of our knowledge this application meets those criteria; and, NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING,

that a grant application in the amount of \$10,000

be submitted to Wyoming Community Foundation Spring grant cycle (NAME OF GRANT/LOAN PROGRAM) for consideration to assist in funding

"Never Forget Park" (NAME OF PROJECT)

BE IT FURTHER RESOLVED, that Stacy Crimmins, Joe Parsons--NFP committee members (NAME & TITLE OF PERSONS)

are hereby designated as the authorized representatives of the TOWN OF SARATOGA to act on behalf of the Governing Body on all matters relating to this grant or loan application.

PASSED, APPROVED AND ADOPTED THIS Tuesday, March 7, 2023 Date

Signature Printed CHUCK DAVIS, MAYOR, TOWN OF SARATOGA

Attest: Signature Printed MARIE CHRISTEN, TOWN CLERK



American Legion Post 54
403 East Bridge Street, P.O. Box 1242 Saratoga, WY 82331

27th February 2023

Laura Jane Musser Fund
ATTN: Mary Karen Lynn-Klimenko

Ms. Mary Karen Lynn-Klimenko:

The American Legion (Legion) is very excited to provide this letter of support for the Never Forget Park in Honor of Staff Sergeant Tyler Edward Pickett (Park). Staff Sergeant Tyler Edward Pickett of Saratoga followed a long-standing family tradition of military service when he enlisted in the United States Army on May 31, 2001. After completing his basic training at Fort Benning, Georgia, he served in Afghanistan from August 2003 to August 2004.

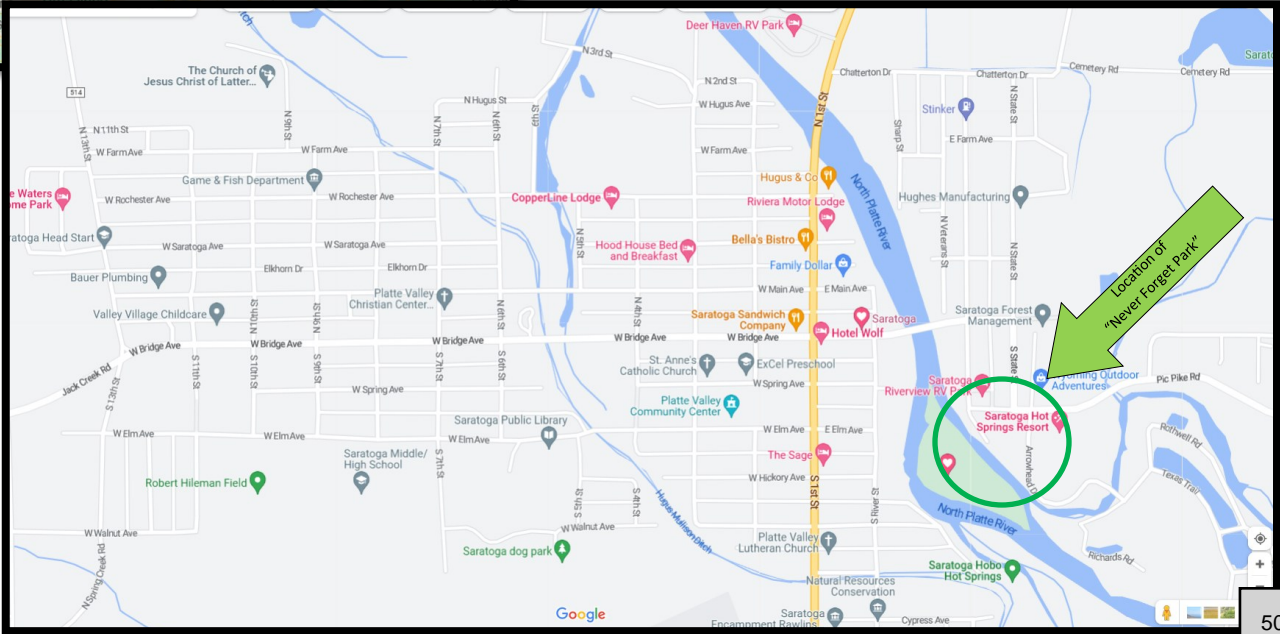
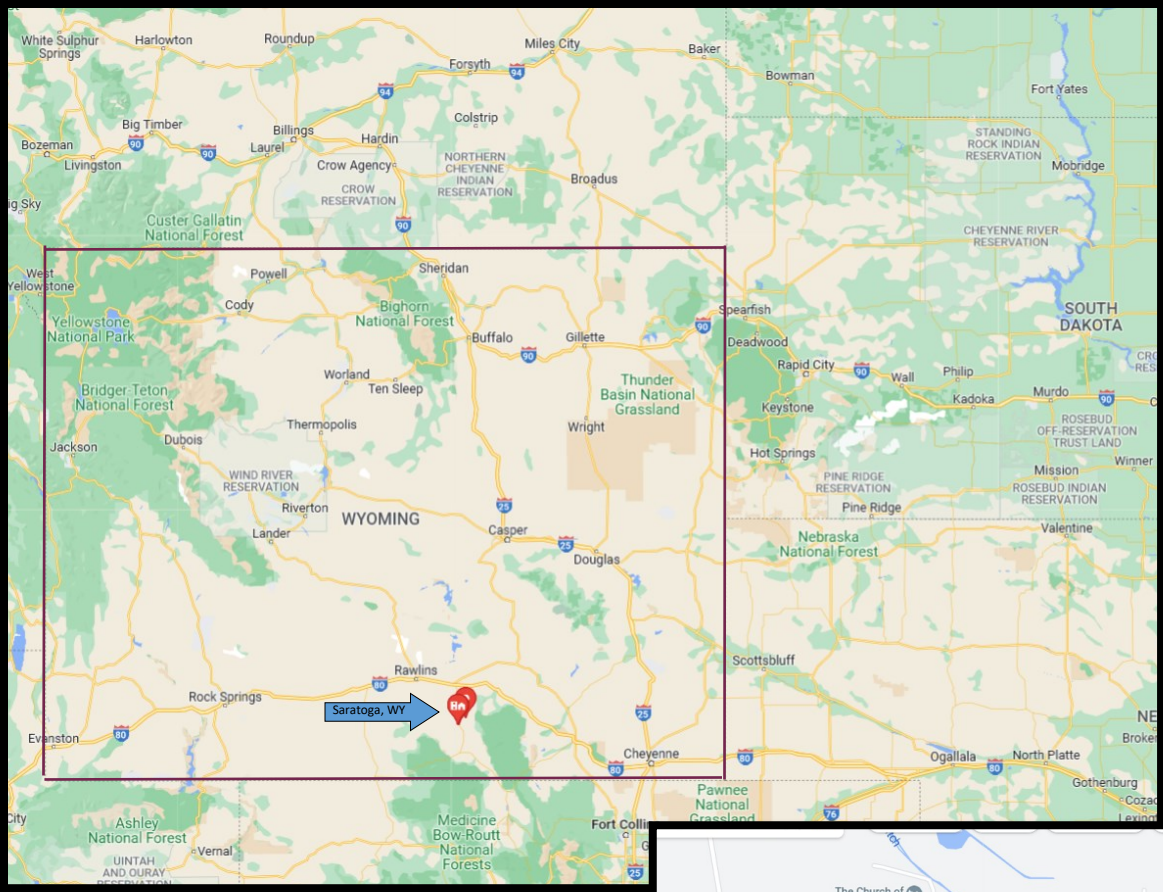
He was on his 2nd tour in Iraq with the 2nd Battalion, 22nd Infantry Regiment, 1st Brigade Combat Team, 10th Mountain Division, based out of Fort Drum, New York when he lost his life. On June 8th, 2008, Staff Sergeant Pickett was killed in action when a suicide car bomb exploded near his patrol base in the Kirkuk Province.

With no regard for his own safety, he positioned himself between the explosion and his fellow soldiers, saving their lives by giving his. Staff Sergeant Pickett's awards through his time with the Army are notable, from the National Defense Service Medal to the Bronze Star and Purple Heart, which were both posthumously awarded.

In remembrance of Staff Sergeant Tyler Pickett's service and dedication to this country, a small token in the form of Never Forget Park is being constructed off Pic Pike Road in Saratoga, WY. The Legion has long been committed to the construction of the Park and your financial support will be instrumental in the completion.

Sincerely,

James Olguin, Commander
American Legion Post 54





Site of "Never Forget Park"

LAURA JANE MUSSER FOUNDATION

proposal questions

“NEVER FORGET PARK” in Saratoga, Wyoming

- **ORGANIZATIONAL BACKGROUND**

The Town of Saratoga (pop. 1700) is creating a new landscaped park: "Never Forget Park" (NFP). The park project began in 2008 after a local young man, Army SSgt. Tyler Pickett, was killed in action in Iraq and will be a tribute to all those who have sacrificed their precious lives for the sake of others. The community has been raising funds for over a decade. Unfortunately, the park has been delayed until now due to a lack of strong direction from the Town of Saratoga.

The Town of Saratoga's new, dedicated and focused park committee began its work in May 2021 and is comprised of private citizens, veterans and newly elected councilmen. This committee has developed the park design, created a website, worked with the family of Tyler Pickett, commissioned a memorial sculpture, and hired an engineering firm to create documents.

The community has been very clear: this park must be completed, out of respect for Tyler Pickett and his family. They have been very frustrated with the long process and delays. With the help of The Laura Jane Musser Foundation funding, completing "Never Forget Park" will be a respite and reflects the determination of Saratoga residents.

One committee member is a professional grant writer and former CEO of the local chamber of commerce. Another committee member is the director of the local conservation district. Both have many years of experience developing plans of action, fund raising, and successful completion of large projects. The new Mayor of Saratoga has served before and has pledged the park will be completed this year.

- **OPEN SPACE OVERVIEW**

This 2.5 acre project is based in Saratoga, Wyoming, in southeastern Wyoming. Currently, the space for "Never Forget Park" is a patch of gravel and weeds and is used for overflow parking to the adjacent "Veterans Island Park." The North Platte River flows around the island. "Veterans Island Park" is the location of numerous events such as family reunions, music festivals, and community picnics. It features a playground, walking path with connection to the free mineral hot springs, barbeque picnic shelter and a skate park.

"Never Forget Park" will extend the public space and add much-needed parking spaces for cars and RV's. Its location along a busy street (Pic Pike Road) leads to premier lodging facilities and to Saratoga Lake and will be a source of pride for residents and visitors alike.

- **OPEN SPACE CHARACTERISTICS**

“Never Forget Park” will include a memorial sculpture, ADA compliant benches, handicapped accessible restrooms and parking. Lush plantings of native species will provide shade to the open space. Light posts installed along the sidewalk will aid those using the park after dark. Flags and poles for each of the five branches of the armed forces will be installed and lit from dusk to dawn. Several gabion basket benches will be installed and will have veteran’s memorial plates attached. An open-air pavilion will be built for community events such as concerts and patriotic presentations.

The property abuts a 43’ wide strip of land on the east which is owned by the neighboring resort. Negotiations for purchase of this land have not been successful so the design plan reflects this constraint. It is hoped that once the park is complete, the owners of the resort will see the benefits to their property and will be more receptive to negotiations.

- **RESPONSIBLE PUBLIC ENTITY**

The property is owned by the Town of Saratoga and self-contained within the property boundaries. Mowing, weed and pest control, and tree/shrub care will be part of the Town’s maintenance contract along with the other town parks. The Mayor and council have agreed to this arrangement.

- **PUBLIC ACCESS**

The park’s simple design includes ADA compliant sidewalks and parking spaces. In addition to single car parking, there will be several RV or boat/trailer parking spaces. The park is open and free to use by the general public at all times. The restrooms will be tied into the town sewer system and will also be ADA compliant. Decorative street lamps along the sidewalk and near the restrooms will assure the park can be utilized after dark and in the pre-dawn hours. The lighting will increase the sense of security of the area as well. The park is about three blocks from downtown Saratoga (with many shops, restaurants and pubs) and is an easy walk by residents and tourists.

- **GOALS**

The committee has identified eight goals/deliverables in the completion of “Never Forget Park”:

Goal 1: The Town of Saratoga will hire engineer to prepare bid documents for sidewalks, wheelchair ramps, curb and gutter, pavement surface and striping

Quantity: one project manual including bid documents, agreement and technical specifications

Benefit: well-qualified and experienced construction management ensure professionally executed project

Goal 2: The Town of Saratoga will install new decorative light posts along sidewalks

Quantity: 12 posts

Benefit: safe use of park after dark

Goal 3: The Town of Saratoga will purchase materials to make gabion basket benches with composite decking seats

Quantity: 20 benches

Benefit: ADA compliant benches for rest and reflection, rocks provided by the town as in-kind

Goal 4: The Town of Saratoga will organize volunteers to assemble benches and install them in the park

Quantity: 50 volunteers

Benefit: community engagement and in-kind donation decreases cash expenses

Goal 5: The Town of Saratoga will organize volunteers to compile list of veterans from Saratoga and install memorial plaques

Quantity: 12 volunteers

Benefit: List does not currently exist and honoring their sacrifices is vital

Goal 6: The Town of Saratoga will install signage in the park listing project sponsors and funding agencies

Quantity: 3 signs

Benefit: Recognition shows wide support of the project

Goal 7: The Town of Saratoga will plant trees and shrubs in the park, with help from school children and volunteers

Quantity: 150 children, 5 volunteers

Benefit: Educational experience demonstrates conservation principals such as water usage and care of native plantings

Goal 8: The Town of Saratoga will open the park to the public with a ribbon cutting ceremony by late summer 2023

Quantity: 1 event with 250 attendees

Benefit: Celebration of this success propels community to accomplish other projects. Attendees of all ages and sectors of the community brings everyone together for a collective purpose

- **ACTIVITIES & TIMELINE**

PHASE 1 May 2021--June 2023

During Phase 1 of the project, the committee has relied on in-kind donations for setting up a website capable of taking donations, landscape design and artistic rendering of the park, and writing grants. A local arts council commissioned a sculpture which commemorates the

sacrifices of Tyler Pickett and other servicemen. The Town has hired a local engineering firm to create construction documents. A contractor will be hired to install sidewalks, curb and gutter and parking lot surface. Cash expenses have been paid with the donations collected over the past several years. All donations are held with the Town of Saratoga in a designated fund. It is expected that curb and gutter and sidewalks will consume much of the funds already raised for the project and completed in this phase.

PHASE 2 July 2023

In the second phase of the project, the open grassy area will be hydroseeded by a local company, possibly at cost. The plantings will be supplied by the local conservation district and planted by volunteers and children from the school as an educational experience. The committee expects that donations will increase significantly since a few verbal financial commitments have been made with the condition of seeing progress in the project.

PHASE 3 August--September 2023

Phase 3 will involve making gabion baskets for benches. The benches will be made by filling wire baskets with river rock and then adding a seat made of composite decking material. All the labor will be provided by volunteers and most of the materials will be donated.

PHASE 4 October--November 2023

Since the restrooms and amphitheater are large and expensive elements in the park design, their completion will be in the last phase. In addition to this grant application, other grants will be submitted to help fill the unmet financial need.

• UTILIZATION OF GRANT

The total project cost is estimated at \$745,000. To date, about \$275,000 has been raised. Several grant requests have been submitted and several more organizations have been identified as potential sources of funding.

The Laura Jane Musser Foundation's "Environmental" funding priority could help with the Phase 2 expenses for the trees and shrubs will be planted. The local conservation district has pledged seedlings, however, if enough funds are raised, mature trees will be placed for instant shade and structure. Instead of seeding wildflowers, funds may be used to plant gallon-sized perennial native flowers. To better utilize the space for public gatherings, the Musser Foundation funds could also be used to build the amphitheater. This structure will be an open-air design and use local supplies such as pine logs and river rock. It will also feature raw steel to match the nearby foot bridges.

• PROMOTING USE OF OPEN SPACE

"Never Forget Park" is adjacent to "Veterans Island Park" which is an established public park and a well-known location for large reunions, community events and family picnics. The completion of NFP will increase the use of both parks since the area will be more attractive.

The memorial sculpture is a tribute to all servicemen who sacrifice their lives for the freedoms of others. The nameplates on the benches will honor individual veterans. It is expected that Memorial Day, Veterans Day, and Flag Day celebrations and presentations will take place in the park.

“Veterans Island Park” features a playground and skate park as well as a walking path that connects to the Hobo Hot Springs via two foot bridges. “Never Forget Park” will be an extension of these popular public areas and encourage more exercise and family time. NFP will provide paved parking and public restrooms which are missing at “Veterans Island”.

- **PROTECTION OF SUSTAINABLE ECOSYSTEMS**

The committee envisions “Never Forget Park” will provide public access to the North Platte River for launching boats, fishing, and wildlife viewing. Since the river stays open year-round, one can find ducks, mule deer and even moose in the vicinity any day of the year. The wildflowers will attract bees and butterflies. The completion of this project will revitalize the gravel and weed-filled space into a beautiful naturally landscaped park.

- **COMMUNITY ENGAGEMENT**

Local news media have kept the general public apprised of the project’s progress. Recruitment of volunteer committee members is an open and public process and anyone is invited to become involved. The American Legion Post #54 and its members, Platte Valley Arts Council, Platte Valley Legacy Foundation, Freemason Lodge #14, and Order of the Eastern Star #12 are all engaged in the project. In addition, dozens of individuals and businesses have donated money to the project. The American Legion has spearheaded fundraising activities, the Platte Valley Arts Council commissioned a sculpture, and Order of the Eastern Star made a large cash donation.

- **STAKEHOLDER INVOLVEMENT**

The American Legion Post 54 has written a heartfelt letter of support for this grant application. The members have generously donated to the cause and help several small fundraising events and activities.

Through a large public art project, the Platte Valley Arts Council commissioned a local artist to create a sculpture in memory of SSgt. Tyler Pickett. It will be installed in a prominent location in the NFP.

- **PROJECT LEADERS**

The “Never Forget Park” committee consists of Mayor Chuck Davis, Councilman Mike Cooley, Stacy Crimmins and Joseph Parsons.

Crimmins was the Saratoga/Platte Valley Chamber of Commerce CEO for seventeen years before retiring to start a grant-writing business. She served on the Wyoming State Chamber of Commerce Board of Directors as President, planned several signature events that draw thousands of participants each year, and has a BS degree in Interior Design with an emphasis on Landscape Architecture. Crimmins is donating her time to write and manage all grants for this project.

Parsons has been the District Manager for the Saratoga-Encampment-Rawlins Conservation District (SERDC) for a decade and has won several state awards of excellence including the Wyoming Association of Conservation Districts Outstanding Employee and the U.S. Forest Service Rise to the Future Award. The SERDCD works closely with the Forest Service, Wyoming Game and Fish, Bureau of Land Management, and private landowners and has worked on several water conservation and tree conservation projects that have received state-wide recognition. Joe served two tours in Operation Iraqi Freedom in the Marine Corp and rose to the rank of Sergeant and is the Vice Commander of the American Legion Post #54. Parsons is donating his time and talents on this committee.

Elected Mayor Chuck Davis was sworn into office on January 3, 2023 for a 4 year term. He has spent 15.5 years in law enforcement for the State of Wyoming and 13 of those 15 years in narcotics investigation. Mayor Davis also worked 34 years in heavy civil construction mainly involved in road construction, water & sewer installation and excavation. He enjoys spending time with family and his 6 grandkids and is an avid outdoorsman. He has a membership with the Saratoga Gun Club and has participated with the Encampment Little League Program.

Councilman Mike Cooley moved to Saratoga, Wyoming in 1974 and worked as a logger and has been in the oil field until 1989. He then spent the next 30 years with Arch Coal and retired in 2019. He is an avid outdoorsman and loves spending time with his 4 grandkids

Former Director of Public Works, Jon Winters, was instrumental in working with the engineers in the design phase of the project. Winters has since retired but continues to be involved.

- **SUSTAINABILITY**

In addition to “Never Forget Park”, the Town of Saratoga owns and maintains four other parks. The contract for town park maintenance is a bid process with the funds coming out of the general budget. Maintenance includes mowing, weed and pest control, and pruning shrubs and trees as needed. NFP is about half the size of two other parks, so the budgetary impact to the town is minimal. The Town of Saratoga also bids out the cleaning of their public restrooms. In addition to NFP, there are only three other facilities. Again, the cost of maintenance will be negligible in comparison of their other obligations.

By planting native species of trees, shrubs and wildflowers, the need for maintenance will be reduced. The trees and shrubs will be drought and pest resistant and will also withstand the high altitude of the area. Wildflowers will reseed themselves and need no maintenance at all after planting. An irrigation system will be installed so that watering during the summer will be automatic and regulate water consumption. Part of the park will be seeded with grass and the remainder is paved parking. With proper grading, rain run-off will drain into the North Platte River and the gutters will drain directly into the town sewer system.

Species include: Mountain Ash, Hackberry, Russian Hawthorne, Colorado Blue Spruce, Rocky Mountain Maple, Flowering Crab, Barberry, Mugo Pine, Blue Mist Spirea, Purple Sage, Fountain Grass, Yarrow, Blanketflower, Black-eyed Susan, Flax, Oriental Poppies.

- **REPLICABILITY**

Because each community differs in altitude, average rain fall, and climate, the NFP project may not be replicable in areas that vary greatly in these aspects. However, the purpose of the park is certainly replicable. The United States of America enjoys many freedoms due to the sacrifices of hundreds of thousands of servicemen who gave their lives fighting for each of us. Memorial parks are a modest way to recognize this sacrifice, and this recognition is a source of pride for residents. Survivors of heroes who have died will be grateful for the acknowledgement of their loss. The town and the NFP are eager to share their progress and success after the completion of “Never Forget Park” by utilizing local media and social media.

- **PREVIOUS GRANT UPDATE**

n/a

- **DIVERSITY COMPONENT**

According to the US Census, 98% of Saratoga residents are US citizens. Ninety-two percent are white (non-Hispanic). Much of the focus of “Never Forget Park” will be the veterans who call Saratoga home. Of the 185 veterans who live in Saratoga, 99 of them are over seventy-five years of age. Seventy-seven (or 70%) of Saratoga’s veterans served in Vietnam, which is two times greater than any other conflict and greater than the US’s 43%. Thirty-three vets served in the Gulf Wars, just as SSgt. Tyler Pickett had.

- **ANTI-DISCRIMINATION**

The Town of Saratoga follows all federal and state laws regarding employees and terms of employment.

LETTERS OF SUPPORT



NFP LOS american
legion.pdf

Order of Eastern Star Letter of Support

MAP AND PLANS



NFP plan 4c.pdf



NFP WLC site plan
revision G, 7.28.22(1



maps.pdf

BUDGETS

- **PROJECT BUDGET** please include expense and revenue detail, also include revenue sources, amounts, and what is secured and what is pending.



NFP project budget
UM.pdf

- **ORGANIZATIONAL BUDGETS** (or if a public entity, departmental budgets) – for the previous year and for the current year. For the previous year, please submit your actual budget expenses and revenue detail. For the current year, please submit a year-to-date budget that includes expense and revenue detail revenue sources, and what is secured and what is pending.
- **BALANCE SHEET OR 990** Please upload your organization's balance sheet from the most recent complete year. If your organization does not create a balance sheet, please upload your organization's most recent 990 tax form.

ANTI-DISCRIMINATION POLICY

If your organization has a written anti-discrimination policy, please provide it.

IRS Status

or

Local Unit of Government Letter

Please include a copy of your 501(c)(3) letter from the IRS. If you are a unit of local government, please provide a detailed letter of endorsement for the project on agency letterhead, signed by a head officer of your unit of government. Please ensure that the letter indicates awareness of and support of the proposed activities and is addressed to the Laura Jane Musser Fund.

Town of Saratoga LoS

Resolution No. 2023-08

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE GRANT/LOAN GRANT/LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING, FOR THE PURPOSE OF
LAURA JANE MUSSER FOUNDATION "ENVIRONMENTAL INITIATIVE" --GRANT APPLICATION FOR BENEFIT OF "NEVER FORGET PARK"

(TITLE AND PUROSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the TOWN OF SARATOGA, desires to participate in the: Laura Jane Musser Foundation-Environmental Initiative to assist in financing this project; and (NAME OF GRANT/LOAN PROGRAM)

WHEREAS, the Governing Body for the TOWN OF SARATOGA, CARBON COUNTY, WY recognizes the need for the project; and

WHEREAS, the Laura Jane Musser Foundation-Environmental Initiative (NAME OF GRANT/LOAN PROGRAM) program requires that certain criteria be met, as described in the Laura Jane Musser Foundation-Environmental Initiative Rules and Regulations (NAME OF GRANT PROGRAM)

governing the program, and to the best of our knowledge this application meets those criteria; and, NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING,

that a grant application in the amount of \$35,000

be submitted to Laura Jane Musser Foundation-Environmental Initiative (NAME OF GRANT/LOAN PROGRAM) for consideration to assist in funding

"Never Forget Park" (NAME OF PROJECT)

BE IT FURTHER RESOLVED, that Stacy Crimmins, Joe Parsons--NFP committee members (NAME & TITLE OF PERSONS)

are hereby designated as the authorized representatives of the TOWN OF SARATOGA to act on behalf of the Governing Body on all matters relating to this grant or loan application.

PASSED, APPROVED AND ADOPTED THIS Tuesday, March 7, 2023 Date

Signature
Printed CHUCK DAVIS, MAYOR, TOWN OF SARATOGA

Attest:
Signature
Printed MARIE CHRISTEN, TOWN CLERK



INBERG-MILLER ENGINEERS

Casper | Cheyenne | Douglas | Gillette | Green River | Riverton | Greeley, CO

Item 18)

February 20, 2023

23317-HE

9 PDF PAGES EMAILED: cldavis1104@gmail.com

THIS CONSTITUTES THE ORIGINAL

Chuck Davis, Mayor
Town of Saratoga
P.O. Box 486
Saratoga, WY 82331

RE: MASTER SERVICE AGREEMENT FOR
AS-NEEDED ENGINEERING SERVICES
SARATOGA, CARBON COUNTY, WYOMING

Dear Chuck:

Based on your verbal request on February 14, 2023, we are pleased to submit this proposal for performing engineering services on an as needed basis for future infrastructure projects.

PROJECT DESCRIPTION

We understand that as the need arises for the Town, they will reach out and request engineering services for upcoming projects. Potential projects may include street mill and overlay, removal and replacement of pavement, curb and gutter, drainage, and site evaluations. Other services that may be requested are material testing and geotechnical investigations.

SCOPE OF SERVICES

Our scope of services **includes** providing miscellaneous engineering & geotechnical related services when requested on an as-needed basis. Those services may include providing preliminary cost estimates for use in planning and funding of infrastructure projects, civil engineering design, preparation of construction plans and specifications, construction phase services, geotechnical investigations, material testing on construction projects, feasibility statements for proposed projects and assistance with funding applications.

We propose to use a short form Service Agreement (Included) for these services that presents the scope of work, fees for that scope, and a schedule for each project requested.

LIMITATION

Inberg-Miller Engineers' (IME's) opinions of probable Construction Cost are to be made based on IME experience and qualifications and represent IME's best judgment as an experienced and qualified professional generally familiar with the industry. However, since IME has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, IME cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by IME. If Owner wishes greater assurance as to probable Construction Cost, Owner shall employ an independent cost estimator.



Civil | Geotechnical | Environmental | Materials Testing | Surveying | Drilling
Scan the QR Code using your mobile device to learn more about our services.



Inberg-Miller Engineers (IME) are not insurance professionals. We will provide Engineers Joint Contract Document Committee (EJCDC) standard documents for insurance coverage to be provided by the Contractor. It will be the responsibility of our client, and not IME, to provide the coverage amounts and review the insurance certificates provided by the Contractor for compliance. We recommend that our client obtain the advice of an experienced insurance professional for these services.

FEES

Our fee for services performed will be charged at our current hourly, unit, and expense rates. We will provide a fee estimate with the detailed scope for any defined services upon request. A copy of our current fee schedule is included for reference. This proposal is valid if accepted by **March 31, 2022**.

PERFORMANCE SCHEDULE

Upon receipt of a signed proposal, we will be available to perform the services described herein at the request of your authorized representative. This work will be performed following the terms and conditions set forth in Service Agreement included with this proposal.

CLOSURE

You may authorize our services according to the above proposal by signature of your authorized representative in the space provided below. Please return a copy for our records.

We appreciate the opportunity to submit this proposal. If you have any questions, please contact our office at (307) 635-6827.

Sincerely,

INBERG-MILLER ENGINEERS



Gary L. Steele, P.E.
Senior Civil Engineer

Enclosure: Service Agreement
 Schedule of Fees & Available Services

Inberg-Miller Engineers

Signature:



Print Name: Michael Brown

Title: Vice President

Date: February 20, 2023

Town of Saratoga

Signature: _____

Print Name: _____

Title: _____

Date: _____

MASTER SERVICE AGREEMENT

1 - COMPLETE AND FINAL AGREEMENT

Our proposal and these combined terms and conditions (Agreement), constitute the entire Agreement between the parties and contain all of the stipulations and provisions agreed upon by the parties. This Agreement supersedes and takes precedence over correspondence, and oral agreements between Inberg-Miller Engineers (IME) and CLIENT that were made prior to and are not specifically identified and incorporated in writing in this Agreement. This Agreement is solely for the benefit of IME and CLIENT and nothing in this Agreement shall be construed to create a contractual relationship between persons or entities other than IME and CLIENT.

2 - GOVERNING LAW

This Agreement is to be governed in accordance with the law of the State of Wyoming.

3 - ASSIGNMENT

The obligations of the parties set forth in this Agreement are not freely assignable and may not be assigned without the prior written consent of the other party. Nothing in this Agreement, however, should be read to preclude IME from using Contractors and Subcontractors in appropriate roles at its discretion.

4 - NOTICES

Any notices provided under the terms of this contract must be in writing and for IME shall be delivered to 124 East Main Street, Riverton, Wyoming 82501. Notices for CLIENT will be sent to the address listed on our proposal. Notices shall be deemed to have been given when hand delivered at the address provided above, attention to an officer to or to that person's designee, or upon being sent by registered or certified mail to said address directed to said person.

5 - SEVERABILITY

Any element of this Agreement found to violate any law or regulation shall be deemed void, and all remaining provisions shall continue in force. CLIENT and IME will in good faith attempt to replace any invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

6 - STANDARD OF CARE

Services performed by IME under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document or otherwise. CLIENT shall not require IME to deviate from this standard of care.

7 - OWNERSHIP OF INSTRUMENTS OF SERVICE

All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by IME as instruments of service shall remain the property of IME. IME shall retain these records for a period of 5 (five) years following submission of their report, during which period they will be made available to CLIENT at all reasonable times. CLIENT recognizes that no such documents shall be subject to unauthorized reuse, that is, reuse without the written authorization of IME to do so.

8 - INFORMATION PROVIDED BY OTHERS

CLIENT accepts that IME is not responsible for the accuracy of information provided by others which IME depends upon for the performance of services.

9 - JOBSITE SAFETY

IME is responsible solely for their own and their employees' activities on the jobsite. CLIENT and/or OWNER and its contractors shall be responsible for maintaining a safe jobsite. IME, its employees and subcontractors shall not be responsible for methods of work performance, superintendence, sequencing of construction, or safety in, on or about the jobsite.

10 - BILLING AND PAYMENT

CLIENT shall pay IME for services performed in U.S. funds drawn upon U.S. banks and in accordance with the rates and charges set forth herein. Invoices will be periodically submitted by IME and shall be payable and DUE UPON RECEIPT of the invoice. If CLIENT objects to all or any portion of an invoice, CLIENT shall so notify IME within seven (7) calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute. If CLIENT fails to pay undisputed invoiced amounts within twenty (20) calendar days of the date of the invoice, IME, may at any time, without waiving any other claim against CLIENT and without thereby incurring any liability to CLIENT, suspend this Agreement (as provided for in SECTION 15, SUSPENSION) or terminate this Agreement (as provided for in SECTION 16, TERMINATION). Invoices not paid within 20 days will be charged 1.75 percent per month. Charges will be based on the date of invoice.

11 - LEGAL RIGHT OF ENTRY

CLIENT shall provide for IME's right to enter from time to time property owned by CLIENT and/or other(s) in order for IME to fulfill the scope of services indicated hereunder. CLIENT understands that use of equipment may unavoidably cause some damage to the surface the correction of which is not part of this Agreement.

12- BURIED STRUCTURES

IME will take reasonable precautions to avoid damaging buried structures and utilities where necessary in connection with its work. Such reasonable precautions will include contacting the appropriate "One-Call" utility locating service where excavations will be performed as part of IME's scope of services. CLIENT agrees to waive any claim against IME, and to defend, indemnify and hold IME harmless for any claim or liability for injury or loss allegedly arising from IME's damaging buried structures that are not disclosed via reasonable precautions.

13 - CHANGED CONDITIONS

If, in its judgment, conditions associated with the work described in our proposal have changed significantly, IME may call for renegotiation due to those changed conditions. In that instance, IME and CLIENT shall promptly and in good faith enter into renegotiation of this AGREEMENT to help permit IME to continue to meet CLIENT's needs. If renegotiated terms cannot be agreed to, CLIENT agrees that IME has an absolute right to terminate this Agreement.

14 - DELAYS AND FORCE MAJEURE

In the event that IME'S field or technical work is interrupted due to causes beyond its control, IME shall be compensated for the labor, equipment and other costs IME incurs in order to maintain their workforce for CLIENT's benefit during the interruption, or - at CLIENT's option - the various costs IME incurs for demobilization and subsequent remobilization. Compensation to IME shall be based upon IME's prevailing fee schedule and expense reimbursement policy.

Neither party shall hold the other responsible for damages or delays in performance caused by Acts of God or other circumstances beyond the control of the other party, and which could not reasonably have been anticipated or prevented. For purposes of this AGREEMENT, Acts of God and other circumstances include, but are not limited to, unusual weather, floods, epidemics, war, riots, strikes, lockouts or other industrial disturbances, protest demonstrations, unanticipated site conditions, or inability despite reasonable diligence to supply personnel, equipment, or material to the project. Should such acts occur, CLIENT and IME shall utilize their best efforts to overcome the resulting difficulties and resume conduct of services called for herein as soon as reasonably possible.

15 - SUSPENSION

Upon seven (7) calendar days' written notice to IME, CLIENT may suspend IME's work. If payment of IME's invoices is not maintained on a thirty (30) calendar day current basis by CLIENT, IME may by upon reasonable notice to CLIENT suspend further work until payment is restored to a current basis.

16 - TERMINATION

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before the expiration of the period specified in the written notice.

Irrespective of which party shall affect termination or the cause therefore, CLIENT shall within thirty (30) calendar days of termination remunerate IME for services rendered and costs incurred, in accordance with IME's prevailing fee schedule and expense reimbursement policy. Costs shall include those incurred up to the time of termination, as well as those associated with termination and post-termination activities, such as demobilization, decontaminating and/or disposing of equipment, disposal, and replacement of contaminated consumables, and so on.

17 - INDEMNITY AND INSURANCE

Except where otherwise provided herein, IME agrees to indemnify and save CLIENT harmless from and against any claims, demands, loss, damage, or liability arising from any negligent acts or omissions by IME, its agents, employees, and consultants which are made against CLIENT by third parties. CLIENT agrees to indemnify and save IME and its agents, employees, and consultants harmless from and against any claims, demands, loss damage or liability arising from any negligent acts or omissions by CLIENT, its agents, or employees made against IME by third parties.

IME shall insure its operations and activities as per the normal course of its business and operations. IME's indemnification obligations under this contract as set forth above shall be limited to that amount provided for under said insurance and covered by said insurance. CLIENT may obtain a copy of IME's Certificate of Insurance upon written request. IME shall not be responsible for any loss, damage or liability beyond the amounts, limits, and conditions of such insurance and its coverage.

The CLIENT agrees to limit IME's liability to the CLIENT and CLIENT'S agents, employees, contractors and subcontractors arising from IME's professional acts, errors or omissions, that directly damage CLIENT or CLIENT'S agents, employees, contractors and subcontractors such that the total aggregate liability of IME to all those named shall not exceed \$100,000 or IME's total fee for the services rendered on this project, whichever is greater, unless otherwise specified herein.

18 - CONSEQUENTIAL AND PUNITIVE DAMAGES

Neither party shall be liable to the other for any consequential or punitive damages regardless of the nature of this fault, or whether it was committed by the CLIENT or IME, their employees, agents, or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

19 - CONFLICTS

In the event of a conflict between the main text of this Agreement and any attachment thereof, provisions of the main text shall govern. In the event of any conflict between the Agreement and any ADDENDA thereto, the ADDENDA shall govern. In the event of a conflict between any two ADDENDA, the ADDENDA of most recent date shall govern.

20 - DISPUTE RESOLUTION

In the event that legal action is brought by either party against the other, the prevailing party shall be entitled to its Attorneys' fees and costs, including all costs of any kind or description associated with suit and all time necessarily devoted to its own defense by IME. If any controversy or claim arises out of, or relates to this Agreement, or breach thereof, and if said dispute cannot be settled through negotiation, IME may elect to submit the matter to mediation and then, or alternatively, to binding arbitration. Should IME submit this matter to binding arbitration, it may elect to do so in accordance with the Construction Industry Arbitration Rules of the AAA, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

21 - CURING A BREACH

In the event either party believes that the other has committed a material breach of this Agreement, the party maintaining such a belief shall issue notice to the other, identifying the facts as perceived, and both parties shall bargain in good faith to cure the breach as stated in the notice. If such a breach cannot be cured within 30 days of the notice having been given, the non-breaching party may terminate this AGREEMENT. Should the parties agree to a resolution to the breach, they shall commit the resolution to a writing prior to the date specified under this section.

Any act in curing an actual or alleged breach shall not be construed to effect future application of the provision alleged to have been breached or any other provision of this Agreement. Any decision by a non-breaching party to choose not to terminate this Agreement shall not be regarded as an acceptance or waiver of the breach.

22 - DEFECTS IN SERVICE

CLIENT and CLIENT's personnel, contractors and subcontractors shall promptly report to IME any defects or suspected defects in IME's work, in order that IME may take prompt, effective measures which in IME's opinion will minimize the consequences of a defect in service.

23 - TERM OF AGREEMENT

The term of this Agreement shall end when the agreed scope of services by proposal or amendment are completed, or by mutual agreement of CLIENT and IME are no longer necessary.

24 - DISCLOSURE OF HAZARDOUS MATERIALS

CLIENT warrants that CLIENT has informed IME of any known or suspected hazardous materials that may exist at the project site and that CLIENT has informed IME of any such known or suspected hazardous material's type, quantity, and location.

IME and CLIENT agree that the discovery of hazardous materials that could not be reasonably anticipated constitutes a changed condition mandating a renegotiation of the scope of work or termination of services as set forth above. CLIENT recognizes that it is its responsibility to inform the property owner of the discovery of unanticipated hazardous materials or suspected hazardous materials and to defend, indemnify and save IME harmless from any claims, demands or liability associated with the same.

25 - DISPOSAL OF SAMPLES

Soil, rock, water, and/or other samples obtained from the Project site are the property of CLIENT. IME will preserve such samples for no longer than forty-five (45) calendar days after the issuance of any document that includes the data obtained from them, unless other arrangements are mutually agreed upon in writing. Should any of these samples be contaminated by hazardous substances or suspected hazardous substances, it is CLIENT's responsibility to select and arrange for lawful disposal procedures including the removal of the contaminated samples from IME's custody and transporting them to a disposal site.

26 - JOINT AND SEVERAL LIABILITY

As applied to hazardous materials projects, it is possible that the concept of joint and several liability could be construed to make IME partly or wholly responsible for damages created directly or indirectly by unanticipated hazardous materials. CLIENT agrees that it would be inequitable for IME to be exposed to such a claim, damages, or suit because IME had nothing whatsoever to do with the creation of the hazardous condition. Accordingly, CLIENT waives any claim against IME, and agrees to defend, indemnify and save IME harmless from any claim, demand, suit, damages or liability for injury, damages or loss arising from the application of a joint and several liability that would in any manner hold or seek to hold IME responsible for creating or maintaining a hazardous condition or permitting one to exist.

Nothing in this provision is intended to suggest that IME agrees to or stipulates to the application of joint and several liability in any instance in which the operation of law does not cause it to otherwise apply.

27 - PARTIES HAVE READ AND AGREE TO THIS DOCUMENT

The parties hereto acknowledge that they have read this Agreement, have had the opportunity to consult with legal counsel on any questions pertaining thereto, understand the same, and freely enter into this Agreement.

SCHEDULE OF FEES & AVAILABLE SERVICES

EFFECTIVE APRIL 1, 2022

PERSONNEL

Project Support/Administration	\$80.00 /Hour
Engineering Technician/Survey Technician I-II	\$80.00 to \$90.00 /Hour
CAD Drafting Technician	\$105.00 /Hour
Staff Engineer/Scientist I-II-III	\$90.00-\$100.00-\$110.00 /Hour
GPS Technician/Party Chief I-II-III	\$90.00-\$100.00-\$110.00 /Hour
2-Person Survey Crew.....	\$160.00 /Hour
Drilling Manager	\$110.00 /Hour
Project Manager I-II.....	\$110.00 to \$135.00 /Hour
Professional Land Surveyor I-II	\$135.00 to \$165.00 /Hour
Professional Engineer/Scientist I-II-III	\$140.00-\$160.00-\$180.00 /Hour
Principal.....	\$200.00/Hour

VEHICLE

Vehicle.....	\$8.00 /Hour	\$50.00 /Day, plus \$1.50 /Mile*
One-Ton Flat Bed Truck	\$10.00 /Hour	\$60.00 /Day, plus \$2.00 /Mile*
Drill Rig		\$3.00 /Mile*

*** Fuel Surcharge:** Mileage rate is based on fuel prices as of April 2022 (Source: wyominggasprices.com). If fuel prices increase over 10% from April 2022 rates, the percentage of increase will be added to all mileage rates.

EXPENSES

Additional Hard Copies of Bound Reports (Less Than 100 Pages).....	\$35.00 /Copy
Motel, Meals, Per Diem, Prints, Postage, Equipment Rental, Photocopies, and Other Miscellaneous Supplies	Direct Expense, Plus 15%
Subconsultant Services Secured with Client's Approval	Direct Expense, Plus 15%
All Other Equipment and Materials Not Listed	BY QUOTATION

NOTES:

- All field charges begin at the time of departure and terminate at the time of return to the point of origin and/or place of lodging while away from the principal office, less time off for the convenience of the personnel.
- At the client's request, or convenience, an overtime rate of 1.5 times personnel rate will be applied when services are required before 7:00 AM and after 7:00 PM on weekdays and for all hours on weekends, and 2.0 times for any holidays.
- **Inberg-Miller Engineers will prepare an estimated budget for services based upon the client's detailed scope of services, if requested. Please be informed that project management and project support costs are a necessary part of any services provided. Final invoiced amounts may vary from estimated amounts depending on variations in scope, time of performance, and/or changes in anticipated conditions. Any items not specifically listed are by quotation.**

Payment is due upon presentation of invoice and is past due 30 days from invoice date. A finance charge of one and one-half (1½) percent per month, or the maximum rate allowed by law, will be assessed against the unpaid balance. All credit card transactions will be assessed a 4% surcharge.

CIVIL ENGINEERING.....**BY QUOTATION**

- Highway Design, Street Design, Grading and Drainage Design

- Solid Waste Planning; Landfill, Baler, and Transfer Station Design and Permitting
- Water System Design, Sanitary Sewer Design, Storm Sewer Design
- Irrigation and Drainage Design, Hydrologic and Hydraulic Analysis
- Residential and Commercial Subdivision Design
- Site Design for Commercial Developments and Schools
- Spill Prevention Control and Countermeasure (SPCC) Plans
- Stormwater Pollution Prevention (SWPPP) Plans
- Mine Permitting and Mine Reclamation Design
- Construction Contract Administration and Construction Observation

GEOTECHNICAL ENGINEERINGBY QUOTATION

FIELD SERVICES

- Subsurface Exploration, Contract Drilling, Direct Push Exploration, Rock Coring
- Drilling and Sampling (Small, Medium and Large Diameter Test Borings)
- Foundation Analysis and Design Recommendations
- Earth Dam & Reservoir Design and Reconnaissance, Slope Stability Analysis
- Explorations for Roadway; Borrow Sources and Aggregate Sources on Highway Construction
- Monitor Well Installation, Development, Purging, Sampling, Abandonment
- Field Sampling and Testing of Soil, Groundwater, and Air
- Ground Water Pumping/Drawdown Tests, Permeability/Density of In-Place Soil

LABORATORY SERVICES

- Moisture-Density Relations of Soils, Particle Size Analyses, Soil Index Tests
- Soil Classification, Strength Tests, Volume Change, California Bearing Ratio Test
- Triaxial Shear Strength Tests, Permeability Tests, Corrosivity Tests (Soil)
- Analytical Testing of Soil and Ground Water Samples, Packaging and Handling of Samples
- Mobile Laboratory
- Concrete and Asphalt Mix Designs

CONSTRUCTION MATERIALS TESTING AND OBSERVATIONBY QUOTATION

FIELD AND LABORATORY SERVICES

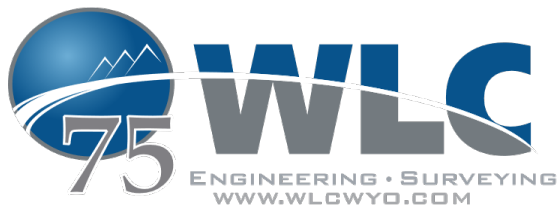
- Soils/Aggregates, Portland Cement Concrete and Asphalt Concrete
- International Building Code (IBC) Special Inspection: Reinforced Concrete, Spray Applied Fire Proofing, Structural Masonry Inspection and Structural Steel

ENVIRONMENTAL ENGINEERINGBY QUOTATION

- Solid Waste Disposal Design and Permitting
- Categorical Exclusions, Phase I, II, and III Site Assessments, Extent of Contamination Studies
- Soil and Groundwater Remediation Systems Design and Implementation
- Monitor Well Installation, Development, Purging, Sampling, and Abandonment
- Field Sampling and Testing of Soil, Groundwater, and Air
- Geologic Cross-Sections, Contaminant Isoconcentration Maps
- Asbestos, mold and lead-based paint sampling

LAND SURVEYINGBY QUOTATION

- PROPERTY SURVEYS: Subdivision Platting and Mapping, Farm/Ranch Surveys, Cadastral Surveys, Boundary Retracement
- ENGINEERING SURVEYS: Topographic Surveys, Highway, Street, and Road Design Surveys, River and Flood Plain Cross-Sections
- UTILITY SURVEYS: Preliminary, Construction, and As-Built Surveys for Cross-Country Pipelines and Power Transmission Lines
- CONSTRUCTION SURVEYS: Highways, Utilities, Bridges
- MISCELLANEOUS: Mine Reclamation Surveys, Water Rights, Mining Claims
- ALTA/NSPS: Land Title Detailed Property Surveys
- UAV SERVICES: Insurance damage claims, real estate, advertising and marketing, surveying, aerial inspections (including but not limited to)



RAWLINS
P.O. Box 1104
RAWLINS, WY 82301
P: 307-324-5262

Item 21)

February 17, 2023

Mayor Chuck Davis
Town of Saratoga
Submitted via email

RE: Never Forget Park Professional Services Proposal

Mayor Davis:

Per your request, we have prepared this proposal to revise the previously prepared plans, prepare bidding and contract documents, and provide construction services. The following is our proposed scope of work.

DESIGN SERVICES

Plan Revisions

The previously prepared plans include curb and gutter and gravel surfacing in the parking lot. The plans will be revised to include the following items.

- Include sidewalks.
- Include wheelchair ramps.
- Include plant mix pavement surfacing.
- Include parking lot striping.
- Prepare Opinion of Probable Cost.

Project Manual

- Prepare Project Manual to include bidding documents, agreement, and technical specifications.

Bidding Services

- Distribute bidding documents to prospective bidders.
- Host Prebid meeting and distribute notes of meeting to plan holders.
- Prepare addenda during bidding.
- Host bid opening.
- Tabulate bids.
- Prepare recommendation of award to the Town of Saratoga.

Design Services Fee: \$7,300.00

CONSTRUCTION SERVICES

We are anticipating that the construction for this project will take 30 working days.

Contract Administration

- Prepare contract documents for execution.
- Host preconstruction meeting and prepare and distribute meeting notes.
- Review material submittals and shop drawings.
- Provide clarification for contractor for design intent as needed.
- Attend weekly progress meetings onsite and prepare notes.
- Review applications for payment.
- Evaluate and review Change Orders, if any.

- Attend substantial completion walk through, prepare punch list, and prepare Certificate of Substantial completion.
- Prepare final change order reconciling final quantities and cost.

Construction Observation

- Daily site visit by WLC representative when contractor is working. We propose to spend an average of two (2) hours per contractor working day on the site.
- Prepare detailed documentation of contractor's daily activities and photos of construction progress.

Construction Survey

- Prepare staking information for field layout.
- Provide grade control for the culvert one time.
- Stake canal to reestablish centerline grade one time.
- We anticipate four (4) site visits for staking.

Material Testing

- Standard Proctor for subgrade material.
- Standard Proctor for base course.
- Subgrade density and moisture content field testing.
- Base Course density and moisture content field testing.
- Perform field density testing of asphalt pavement with nuclear densometer. We do not anticipate performing a mix design verification for this scope of work. We will use the theoretical densities presented in the mix design submittal as a basis for calculating asphalt pavement densities. We do not anticipate coring and laboratory testing the density of the asphalt pavement.
- Perform field concrete testing.
- Test 7 day and 28 cylinders for compressive strength

Construction Services Fee: \$42,600.00

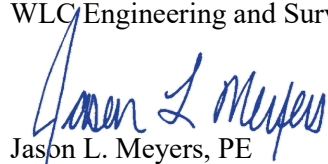
The proposed fees for the Design and Construction services are a not to exceed value. We propose to provide the above stated scope of work on a time and materials basis according to our 2023 Fee Schedule. We will invoice the Town of Saratoga monthly for time and materials used during that invoice period. We will submit the revised final plans and project manual for review within three (3) weeks from our authorization to proceed.

If the scope of work is significantly altered beyond our control, we will request an amendment to our agreement to adjust the schedule and fees accordingly.

If this proposal is acceptable, we will submit a Work Order for your review and signature. Execution of the Work Order will authorize us to proceed.

Please contact me with any questions concerning this proposal.

Sincerely,
WLC Engineering and Surveying



Jason L. Meyers, PE
Project Manager

TOWN OF CATAUGUS	
Purchase Requisition (P-Req) – Authorization for One-Time Purchase of Goods and/or Services Exceeding Department Head Limit	
1. Department Name	
2. Requested By	
3. Requested For	
4. Requested Amount	
5. Requested Date	
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Request Date	Requested By	Department	* P-Req No	Date Needed	Comments
3/7/23	Sarah Laughlin	Rec	03072023-Req-1	May 1, 2023	no backup for current system

Vendor Name and Number Or Complete Vendor Address	Item or Service	Purpose and Project ID	In Budg etY/N	Qty	Unit	Unit Cost	Extended Cost Total Cost	GL Code
Shirley True Value Hardware	Pentair pump		Y	1	1	2875.00	2875.00	10- 441- 740
	Shipping/Handling						5250.00	

Purchase Authorized By				total \$ 3125.00	
** Signature	Title	Date		Comments	
	Mayor Davis				
	Council Member Beck				
	Council Member Cooley				
	Council Member Jerry Fluty				
	Council Member Jacob Fluty				
	Department Head				
	Treasurer				

Fill out form in black or blue ink.

**** Purchase Requestion Number is required for remote/email authorization, otherwise it is not required. The number is assigned by Department Head using: date-dept-P-Req #. (Example: 09122022-REC-1)**
**** For remote Council Rep authorization:**

Email from Council Rep stating the purchase is approved with *VendorName*, amount, *P_Reg#* xxxxx.
Dept head - Insert *See Email* in the signature line of the Purchase Requisition and attach print-out of entire email chain

SHIVLEY TRUE VALUE HARDWARE CO.

BOX 605

SARATOGA, WY 82331

307-326-8383

PENTAIR INTELIFLO VSF 3" POOL PUMP, MODEL 0011056

\$2875.00 PLUS UPS FROM DENVER, CO.



5740 w Yellowstone Hwy
Casper, WY 82601

Item 25)

QUOTATION

Quote Number: 152037

Quote Date: 10/04/22

Page: 1

Customer Phone:

Customer Email:

ENERGY MANAGEMENT CORP.

Quote: CITY OF SARATOGA SPRINGS
1307 NORTH COMMERCE DRIVE, STE 200
-
SARATOGA SPRINGS, UT 84045

SHIP: CITY OF SARATOGA SPRINGS
213 N 900 E
-
SARATOGA SPRINGS, UT 84045

Taxable: No
Pmt Terms: Net 30 (OAC)
Cust Code: CITSAR

RFQ#:
Ship Via: None
Quoted By: Dave Oliver

Line	Qty	Part Num	Description	Disc	Price	UM	Ext Price	Est Ship
1	1	JOB #			\$0.00	EA	\$0.00	00/00/00
2	1	2.6THP 115/230V WHISPERFLO (PUR-10-414) VARIABLE SPEED			\$3,335.00	EA	\$3,335.00	10/04/22
factory stock plus freight								

Subtotal: \$3,335.00

Sales Tax: \$0.00

Freight: Prepaid & Add

Total: \$3,335.00

Thank You For The Opportunity of Quoting!
Quote is valid for 10 days.

Energy Management Corporation

SLC, UT•Boise, ID•Denver, CO•Los Angeles, CA•Rock Springs, WY•Las Vegas, NV

TOWN OF SARATOGA

P.O. BOX 486
110 E. Spring Avenue
SARATOGA, WYOMING 82331



Special Events Application

Thank you for your interest in holding a special event in the Town of Saratoga. To assist with the orderly conduct of your special event, help make your experience rewarding and the event successful we ask that you take the time to carefully review and fill out the enclosed application.

DISCLAIMER

NOTICE: You are financially responsible for your acts of negligence and may be financially responsible for the negligent acts of others involved in this event. You are encouraged to obtain insurance for this activity. You and participants in the activity are not insured by the Town of Saratoga*.

*The Town of Saratoga is a governmental entity subject to the Wyoming Governmental Claims Act, the Wyoming Constitution, Wyoming Statutes and a member of the Local Government Liability Pool. As such the Town may not indemnify another or add as an additional insured any other person or entity. The Town of Saratoga is insured for only the negligence of *its employees* up to the maximum claim allowable by law against the Town. The Town does not waive their sovereign immunity by entering into this agreement, and the Town fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this event.

A complete application, which includes all insurance documentation, where applicable, must be submitted to the Town of Saratoga **at least thirty (30) days prior to the scheduled event.**

The governing body may waive the thirty (30) day requirement under extraordinary circumstances however no applicant shall be entitled to more than one (1) request for a waiver in a calendar year.

All untimely submittals may be denied. The submittal of the Special Event Application in no way obligates the Town of Saratoga to issue a Application for event. The issuance of a Special Event Application by the Town of Saratoga, in no way implies that the Town of Saratoga is sponsoring, sanctioning, or is any way responsible for the special event, or the conduct of its participants.

The approval of the special event is not final until approval by the Saratoga Town Council. Due to the increased interest of conducting events throughout our community and the associated costs that burden the Town of Saratoga, we ask that you review the enclosed fee schedule when planning your event. Again, thank you for planning your special event in the Town of Saratoga and we look forward to working with you in promoting a safe, secure and successful event.

Sincerely,

Marie Christen
Town Clerk

Phone: 307-326-8335
Fax: 307-326-8941
E-mail: townhall@saratogawyo.org

Coordination with the Town of Saratoga Department of Public Works (DPW)

- What traffic control or parking issues are you anticipating: Elm street - partial closure for duration of run
- What parking plan have you in place: parking along PVCC - overflow to TOS parking lot
- What services do you require from the Police Department or DPW? : Safety of runners - during partial closure
- What are your security plans: : N/A
- What services are required from the Fire Department? : N/A
- What services are required from the Planning Commission? : N/A
- What plans have you made for garbage containment and removal? PVCC dumpsters
- What plans have you made for sanitary control/portable toilets?: use of PVCC restrooms
- Will you be serving food? If yes, have you contacted the State of Wyoming Certified Food Safety Professional at 307-326-8001 for food service requirements: None
- Alcoholic Beverages: Describe the location of any alcohol sales or serving stations, liquor license to be used, measures to insure proper ID for purchases and list persons supervising the operations. None
- Liquor Liability insurance to be required as described in Special Events Conditions #5. None
- Any other request by applicant: : _____
- Name of persons who will be "in charge" at the site/activity: : Sarah Laughlin + Abby Raymer - run
Joe Elder - PVCC.



What other agencies or groups have you contacted?

Have you received Applications from these agencies for your event (IF APPLICABLE)?

Please circle applicable agencies and attach a copy of the Application.

- Saratoga Planning Commissioners –(zoning issue if event is not an applicable use)
- Zoning and Planning Officer – (events requiring zoning clarification)
- Saratoga Department of Public Works (street closures – use of public parks)
- Saratoga Police Department: (events with alcohol sales or use – crowd control)
- Wyoming Highway Department –(parades or use of Highway 130/230)

TOWN OF SARATOGA SPECIAL EVENTS SIGN OFF SHEET

Proposed Special Event: Color Run/Walk - 5K + Kids 1/2 mile

Date of Special Event: April 15th, 2023

Approved: _____ Date: _____
Planning and Zoning Officer

Approved: _____ Date: _____
DPW Supervisor

Approved: _____ Date: _____
Police Chief

Approved: _____ Date: _____
Fire Chief

Approved: _____ Date: _____
Planning Commission

Approved: _____ Date: _____
Town Council

7. ___ Neither the Application holder, nor its agent, employees, servants or helpers shall be or deemed to be, the employee, agent or servant of the Town of Saratoga. None of the benefits provided by the Town of Saratoga to its employees, including, but not limited to medical insurance, compensation insurance, and unemployment insurance are available to Application holder or its employees, agents, servants or helpers.

8. ___ Fees shall be charged for the use of Town Property: Application holder shall not conduct any event on Town property intended to attract or entertain the public or charge fees to spectators without specific approval of the Town of Saratoga in writing. No alterations or changes to Town owned property would be allowed without prior written permission from the Town Council or their designee.

9. ___ Additional Applications and fees may be required for use of facilities of the Town of Saratoga and entry upon areas subject to special security requirements, such as the Saratoga Lake area, Veterans Island, Kathy Glode Park or the Hot Pool and Municipal Pool areas. Use of such facilities and areas may be further conditional upon assurances of compliance with security and other requirements of these facilities.

10. ___ Application holder shall designate a local agent to sign this Application application who shall have the authority to represent them in all matters relating to exercise of the privileges herein granted and who shall be responsible for compliance with these conditions.

11. ___ Arrangements for use of Town property, (i.e. building, streets/alleys, sidewalks, parks or other public places or property) owned by the Town must be approved by the Town Clerk in writing in advance of the actual event.

12. 82 If Application holder finds it necessary or desirable to use Town equipment, only Town employees will be allowed to operate said equipment, unless prior arrangements in writing are made and then only with the prior approval of the DPW Supervisor.


13. ___ The Application holder will be required to reimburse the Town as provided for contracting/ use of town services, equipment, building, or if not addressed, for the wages due the employees, calculated at their regular hourly overtime rate and including all withholdings required by the federal and state governments. In addition, the Application holder will be responsible for reimbursing the Town for additional bookkeeping or clerical costs.

15. ___ Application holder shall be responsible for all additional costs incurred by the Town of Saratoga for garbage and sanitary clean-up due to the special event.

Application approved:

Mayor /Clerk

Date: _____




OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		OMB APPROVAL NO. 0348-0002		PAGE 1 OF 1	
		1. TYPE OF REQUEST: PARTIAL		2. BASIS OF REQUEST: CASH	
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED: Federal Aviation Administration		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY: 3-56-0026-031-2021		5. PARTIAL PAYMENT REQUEST NO: AER1013121 #6	
6. EMPLOYER IDENTIFICATION NUMBER:	7. RECIPIENTS ACCOUNT NUMBER OR IDENTIFYING NUMBER:	8. PERIOD COVERED BY THIS REQUEST			
		FROM: 08/15/2022 TO: 11/11/2022			
9. RECIPIENT ORGANIZATION Name: TOWN OF SARATOGA No. and Street: P.O. BOX 486 City, State and Zip: SARATOGA, WY 82331		10. PAYEE(Where check is to be sent if different from item 9) Name: WYDOT No. and Street: 5300 Bishop Blvd. City, State and Zip: Cheyenne, WY 82009			
11. STATUS OF FUNDS					
CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES		
	(a)	(b)	(c)	TOTAL	
a. Administrative Expense				\$4,880.88	
b. Preliminary Expense				\$0.00	
c. Land, Structures, Right-of-Way				\$0.00	
d. Architectural Engineering Basic Fees				\$91,350.00	
e. Other Architectural Engineering Fees				\$0.00	
f. Project Inspection Fees				\$78,203.52	
g. Land Development				\$0.00	
h. Relocation Expense				\$0.00	
i. Relocation Payments to Individuals and Businesses				\$0.00	
j. Demolition and Removal				\$0.00	
k. Construction and Project Improvement Cost				\$114,641.61	
l. Equipment Costs				\$0.00	
m. Miscellaneous Cost				\$0.00	
n. Total cumulative to date (sum of lines a through m)	0	0	0	\$289,076.01	
o. Deductions for program income				0	
p. Net cumulative to date (Line n minus Line o)	0	0	0	\$289,076.01	
q. Federal share to date	0	0	0	\$289,076.01	
r. Rehabilitation Grants (100% reimbursement)				0	
s. Total Federal share (Sum of lines q and r)	0	0	0	\$289,076.01	
t. Federal payments previously requested				\$283,414.59	
u. Amount requested for reimbursement	0	0	0	\$5,661.42	
v. Percent of project completed	0	0	0	89.45 %	
12. CERTIFICATION I certify that to the best of my knowledge and belief the billed costs of disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the grant.	a. RECIPIENT	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL			DATE REPORT SUBMITTED
		 <small>63490E62DBDC4FC...</small>			
		TYPED OR PRINTED NAME OR TITLE			
		Chuck Davis			
	b. REPRESENTATIVE	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL			
		TYPED OR PRINTED NAME OR TITLE			
	CERTIFYING TO LINE 11V				

AIP:	3-56-0026-031-2021	Item 29)
Airport:	Shively Fld	
Sponsor:	TOWN OF SARATOGA	
Address:	P.O. BOX 1015, SARATOGA, WY, 82331	

Project:	Improve Auto Parking, Access Road and Fence and associated work
RFR #:	AER1013121 #6

	Amount Allocated	Grant #	%
Federal	\$323,166.00	3-56-0026-031-2021	100.00
State	\$0.00	ASA004A	0.00
Local	\$0.00		0.00
TOTAL FUNDING	\$323,166.00		

Payee	Invoice Number	Current Amount	Previous RFR's	Total To Date
Casper Star Tribune	AER1013121			
		\$0.00	\$1,054.88	\$1,054.88
	Administrative Cost	\$0.00	\$1,054.88	\$1,054.88
Sage Civil Engineering	AER1013121			
		\$0.00	\$189,767.52	\$189,767.52
	Architectural Cost	\$0.00	\$91,350.00	\$91,350.00
	Construction Cost	\$0.00	\$20,214.00	\$20,214.00
	Project Inspection Cost	\$0.00	\$78,203.52	\$78,203.52
Saratoga Sun	AER1013121			
		\$0.00	\$1,326.00	\$1,326.00
	Administrative Cost	\$0.00	\$1,326.00	\$1,326.00
Airport IFE Services, Inc.	AER1013121			
		\$0.00	\$2,500.00	\$2,500.00
	Administrative Cost	\$0.00	\$2,500.00	\$2,500.00
Lewis & Lewis, Inc.	AER1013121			
		\$5,661.42	\$88,766.19	\$94,427.61
	Construction Cost	\$5,661.42	\$88,766.19	\$94,427.61
	TOTAL	\$5,661.42	\$283,414.59	\$289,076.01
	FAA Share	\$5,661.42	\$283,414.59	\$289,076.01
	STATE Share	\$0.00	\$0.00	\$0.00
	SPONSOR Share	\$0.00	\$0.00	\$0.00

TOWN OF SARATOGA, WYOMING - SARATOGA MUNICIPAL AIRPORT/SHIVELY FIELD Entrance Road & Parking Area Improvement Project A.I.P. Project Nos. 3-56-0026-031, 034, & 035 WYDOT Project Nos. ASA004B & D								
Owner: Town of Saratoga, Wyoming P.O. Box 486 Saratoga, WY 82331				Contractor: Kilgore Companies, LLC dba Lewis & Lewis, Inc. 370 A Blairtown Road Rock Springs, WY 82901				
Estimate Number Four (4) - FINAL Construction Period: August 15 thru November 11, 2022				Date: 12/5/2022				
Item	Unit	Plan Quantity	Quantity Complete This Estimate	Quantity Complete Previous	Total Quantity Complete	Percent Completed to Date -	Bid Price	Total Payable
Schedule I								
MOBILIZATION	LS	1	0%	100%	100%	100%	\$49,000.00	\$49,000.00
REMOVAL OF CATTLE GUARDS	EA	1	0	1	1	100%	\$7,000.00	\$7,000.00
REMOVAL OF FENCE	FT	800	0	805	805	101%	\$15.55	\$12,517.75
REMOVAL OF PIPE (INCL FE'S)	FT	30	0	30	30	100%	\$106.00	\$3,180.00
REMOVAL OF SURFACING	SY	1880	0	1970	1970	105%	\$9.55	\$18,813.50
REMOVAL OF SIDEWALK	SF	325	0	325	325	100%	\$11.35	\$3,688.75
REMOVAL OF CONCRETE	SF	1180	0	1180	1180	100%	\$5.15	\$6,077.00
UNCLASSIFIED EXCAVATION	CY	520	0	569	569	109%	\$56.00	\$31,864.00
TOPSOIL BORROW	CY	185	0	0	0	0%	\$83.45	\$0.00
SEEDING/LANDSCAPING	SY	1600	0	1620	1620	101%	\$1.90	\$3,078.00
COCONUT FIBER DITCH LINING	SY	350	0	180	180	51%	\$4.15	\$747.00
GEOTEXTILE, MATERIAL SEPARATION (NON-WOVEN)	SY	2000	0	1982	1982	99%	\$2.65	\$5,252.30
CRUSHED BASE	CY	425	0	411	411	97%	\$93.60	\$38,469.60
HOT PLANT MIX	TON	460	0	414	414	90%	\$200.00	\$82,800.00
ASPHALT BINDER (PG 64-28)	TON	29	0	23	23	79%	\$0.01	\$0.23
TACK COAT	GAL	205	0	0	0	0%	\$10.80	\$0.00
CMP 24 IN	FT	42	0	42	42	100%	\$195.35	\$8,204.70
CMP FE 24 IN	EA	2	0	2	2	100%	\$460.00	\$920.00
FENCE POST AND RAIL	FT	515	0	515	515	100%	\$20.45	\$10,531.75
FENCE, CHAIN LINK	FT	435	0	435	435	100%	\$107.80	\$46,893.00
GATES SINGLE SWING 48 IN	EA	1	0	1	1	100%	\$7,500.00	\$7,500.00
GATES DOUBLE SWING 20 FT	EA	1	0	1	1	100%	\$5,520.00	\$5,520.00
REMOVE AND RESET TILT GATE	EA	1	0	1	1	100%	\$57,500.00	\$57,500.00
SIDEWALK (CONC)	SY	166	0	168	168	101%	\$129.00	\$21,672.00
CURB AND GUTTER TYPE A	FT	830	0	834	834	100%	\$67.00	\$55,878.00
DOUBLE GUTTER	SY	50	0	50	50	100%	\$150.00	\$7,500.00
CONDUIT - IRRIGATION	FT	190	0	190	190	100%	\$49.45	\$9,395.50
CONDUIT - RIGID PVC 4 in	FT	670	0	670	670	100%	\$39.10	\$26,197.00
SIGN POST, SQ TUBULAR STEEL	EA	2	0	0	0	0%	\$623.00	\$0.00
SIGN PANELS, ALUMINUM	SF	5	0	5	5	100%	\$250.00	\$1,250.00
RELOCATE PLAQUE AND CANNON MONUMENT	LS	1	0%	100%	100%	100%	\$1,150.00	\$1,150.00
RELOCATE SIGNS	LS	1	0%	100%	100%	100%	\$1,250.00	\$1,250.00
PAVEMENT MARKING	SF	200	0	215	215	108%	\$23.00	\$4,945.00
WATER METER VAULT MODIFICATION (C.O. #1)	LS	1	100%	0%	100%	100%	\$5,600.00	\$5,600.00
Schedule III - State/Local (ASA004D) Only								
MOBILIZATION	LS	1	0%	100%	100%	100%	\$8,000.00	\$8,000.00
SANITARY SEWER MAIN 8-IN PVC	LF	360	0	360	360	100%	\$160.75	\$57,870.00
MANHOLE	EA	2	0	2	2	100%	\$10,458.00	\$20,916.00
Final Contractor Pay Request.							Total Payable To Date	\$621,181.08
Total Fed-Eligible (Sch. I) Due = \$534,395.08; Total Fed-Eligible Paid to Date = \$502,355.33							Project Completed To Date	100%
Total Due this Pay Request: \$32,039.75							Less 0% Retainage	\$0.00
For Grant 3-56-0026-031-2021, RFR #6:							Less Previous Payments	\$584,802.03
Amount of Total Paid by this grant (100% Federal) = \$32,039.75 x 17.67% = 5,661.42							Amount Due Contractor This Estimate	\$36,379.05
Request for Payment Submitted By:			Engineer's Review:			Owner's Review:		
								
Lewis & Lewis, Inc.			David R. Shultz Sage Civil Engineering			Creed James Mayor		



SAGE CIVIL ENGINEERING
ENGINEERS | SURVEYORS

2824 Big Horn Ave.

Cody, WY 82414

P: 307-527-0915

www.sagecivilengineering.com

Item 30)

Date	Invoice #
10/28/2022	3449

Bill To

Town of Saratoga
P.O. Box 486
Saratoga, WY 82331

Account #	Project			Due Date
	Post Construction			11/28/2022
Description		Qty	Rate	Amount
Apron Expansion Project - Construction Phase Services - Final Invoice FAA Project No. A.I.P. 3-56-0026-030-2021 WYDOT Project No. ASA002B				
Project Manager		91	110.00	10,010.00
Design Engineer		63	100.00	6,300.00
Support Engineer		13	80.00	1,040.00
Resident Project Representative		58	90.00	5,220.00
Paving Subconsultant		1.25	150.00	187.50
All work is complete!		Total		\$22,757.50



SAGE CIVIL ENGINEERING
ENGINEERS | SURVEYORS

2824 Big Horn Ave.

Cody, WY 82414

P: 307-527-0915

www.sagecivilengineering.com

Item 31)

Date	Invoice #
11/10/2022	3455

Bill To

Town of Saratoga
P.O. Box 486
Saratoga, WY 82331

Account #	Project			Due Date
2022-001	2022 Seal Coat/Mark			12/10/2022
Description		Qty	Rate	Amount
Engineering Services: 8/4 - 11/10/22 (Contract Administration, Construction Observation, Post-Construction Services)				
Construction Observation				
Project Manager		16	110.00	1,760.00
Resident Project Representative		36.5	90.00	3,285.00
Administrative Assistant		1	60.00	60.00
Vehicle Mileage 4WD		300	0.75	225.00
Reduction to remain beneath upper limit			-1,307.50	-1,307.50
All work is complete!		Total		\$4,022.50



SAGE CIVIL ENGINEERING
ENGINEERS | SURVEYORS

2824 Big Horn Ave.

Cody, WY 82414

P: 307-527-0915

www.sagecivilengineering.com

Item 32)

Date	Invoice #
1/27/2023	3477

Bill To

Town of Saratoga
P.O. Box 486
Saratoga, WY 82331

Account #	Project			Due Date
2020-066	Entrance Rd/Parking Area - Construction			2/27/2023
Description		Qty	Rate	Amount
Entrance Road & Parking Area Improvement Project (Schedule III-Sanitary Sewer) Construction Phase Services 8/25/22 - 9/2/22 (Construction Obs. & Final Report) WYDOT Project No. ASA004D				
Project Manager		10	110.00	1,100.00
Resident Project Representative		37.25	90.00	3,352.50
Resident Project Representative Overtime		5.75	85.00	488.75
Thank you for your business!		Total		\$4,941.25



SAGE CIVIL ENGINEERING
ENGINEERS | SURVEYORS

2824 Big Horn Ave.

Cody, WY 82414

P: 307-527-0915

www.sagecivilengineering.com

Item 33)

Date	Invoice #
1/27/2023	3478

Bill To

Town of Saratoga
P.O. Box 486
Saratoga, WY 82331

Account #	Project			Due Date
2020-066	Entrance Rd/Parking Area - Construction			2/27/2023
Description		Qty	Rate	Amount
Entrance Road & Parking Area Improvement Project Construction Phase Services 10/26/22 - 2/3/23 FAA Project No. AIP 3-56-0026-031-2021				
Contract Administration Project Manager		6	110.00	660.00
Construction Support Project Manager		5.5	110.00	605.00
Construction Observation Fixed Fee (Balance to reach agreement total)			6,141.80	6,141.80
Post-Construction Project Manager		67.5	110.00	7,425.00
Resident Project Representative		76	90.00	6,840.00
Technician II		31	75.00	2,325.00
Thank you for your business.		Total		\$23,996.80