



TOWN COUNCIL REGULAR MEETING JANUARY 07, 2025 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 __Councilman Oxford
__Councilman Fluty __Councilman Barkhurst

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [3\)](#) Meeting Minutes from December 17, 2024

APPROVAL OF THE BILLS

- 4) Deposits - \$63,411.92
- [5\)](#) Accounts Payable - \$97,658.95
- [6\)](#) Transmittals - \$24,140.72
- [7\)](#) Payroll - \$46,030.04

CORRESPONDENCE

- [8\)](#) Rawlins National Bank - Application for Designation of Depository for 2025

ITEMS FROM THE PUBLIC

- [9\)](#) Special Events Application - Susan Smith - 307 Go Fast

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 10) Appointment of Clerk of Court
- 11) Designate Official Depository
- [12\)](#) Franchise Agreement - Black Hills Energy - Ordinance 877
- [13\)](#) Liquor License - The Malt
- [14\)](#) Mountain States CPA's Invoice #140397 - 2024 Audit \$13,276.00
- [15\)](#) Council Meeting Schedule
- 16) EFT NSF Fees from XPress Bill Pay

Police Department

Fire Department

Recreation Department

Next meeting is February 3, 2025 at 6:00 PM at the Town Hall Council Chambers

Department of Public Works

17) Point Architects Proposal

[18\)](#) Tap Grant Task Order No. 24422.0

[19\)](#) Desert Mountain - Ice Slicer Quote - \$4,974.08

[20\)](#) Mowing Service Contract

21) Streets Dept - Jason Sharp

[22\)](#) Imperial Pump Solutions - Airport Lift Station Quote - \$29,462.39

[23\)](#) Benson Brothers - Road Broom Sales Order - \$28,000.00

[24\)](#) Octagon Invoice #1102 - NVP Fine Grading - \$13,730.00

25) Backhoe Repairs

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is January 14, 2025 at 5:30 PM at the Town Hall Council Chambers

[26\)](#) North Platte River Floodway Investigation

Water and Sewer Joint Power Board

Next meeting is January 8, 2025 at 6:00 PM at the PVCC

Community Center Joint Powers Board

Next meeting is January 13, 2025 at 4:30 PM at the PVCC

Recreation Commission

Next meeting is February 3, 2025 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is January 13, 2025 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is January 20, 2025 at 6:00 PM at Saratoga Ambulance Barn

NEW BUSINESS

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, JANUARY 21, 2025 AT 6:00 PM.**



TOWN COUNCIL REGULAR MEETING DECEMBER 17, 2024 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 Fluty __Councilman Barkhurst
Mayor Chuck Davis was absent, all other members of Council were present.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- 3) Meeting Minutes from December 3, 2024
Motion was made to approve Meeting Minutes from December 3, 2024, by Councilman Barkhurst, second by Councilwoman Beck. Motion carried.

APPROVAL OF THE BILLS

Motion was made to approve all financials for December 17, 2024, by Councilman Barkhurst, second by Councilwoman Beck. Motion carried.

- 4) Deposits - \$447,652.56
- 5) Accounts Payable - \$67,150.43
- 6) Transmittals - \$13,368.92
- 7) Payroll - \$47,420.20

CORRESPONDENCE

ITEMS FROM THE PUBLIC

COUNCIL COMMENTS

- 8) Councilwoman Beck

REPORTS FROM DEPARTMENTS

Town Hall

- 9) Letter of Support - Mountain West Technologies - BEAD Grant Application
Motion was made to sign Letter of Support for Mountain West Technologies - BEAD Grant Application, by Councilwoman Beck, second by Councilman Barkhurst. Motion carried.

Police Department

- 10) Ordinance 10.12.060 Revision - Possession of Driver's License - 2nd Reading
Motion was made to approve Ordinance 10.12.060 Revision - Possession of Driver's License on the 2nd reading, by Councilman Fluty, second by Councilman Barkhurst. Motion carried.
- 11) Ballistic Vest for Sergeant Lehr - Quote \$1,101.60
Motion was made to approve the purchase of a Ballistic Vest for Sergeant Lehr in the amount of \$1,101.60, by Councilman Barkhurst, second by Councilwoman Beck. Motion carried.

Fire Department

Recreation Department

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

Department of Public Works

- 12) On-Call/Rounds & Call Back Policy
Motion was made to approve the On-Call Rounds and & Call Back Policy for the Department of Public Works, by Councilman Fluty, second by Councilman Barkhurst. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is January 14, 2025 at 5:30 PM at the Town Hall Council Chambers

There will be a Public Hearing January 17, 2024, discussing Title 17.

Water and Sewer Joint Power Board

Next meeting is January 8, 2025 at 6:00 PM at the PVCC

Community Center Joint Powers Board

Next meeting is January 13, 2025 at 4:30 PM at the PVCC

Recreation Commission

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is January 13, 2025 at 3:30 PM at the Town Hall Council Chambers

Brenda Mistelske reported, the Advisory Board welcomed new member D'Ron Campbell. Discussion took place on Minimum Standards, Masterplan and Landscaping. Total Landing Fees through the month of November is \$164,400.00.

South Central Wyoming Emergency Medical Services Board

Next meeting is January 20, 2025 at 6:00 PM, Saratoga Ambulance Barn

13) Meeting Minutes - November 18, 2024

NEW BUSINESS

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, JANUARY 7, 2025 AT 6:00 PM.**

Mayor Chuck Davis

Jenn Anderson, Town Clerk

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
A T & T Mobility									
7579	A T & T Mobility	287309475560	Acct# 287309475560-PD Cell Phones-	12/12/2024	637.51	.00		10-421-280	125
Total A T & T Mobility:					637.51	.00			
Black Hills Energy									
3400	Black Hills Energy	11/15/24-12/17/	Acct# 4893 8916 95-Meter# BHE47050	12/19/2024	176.34	176.34	12/31/2024	10-422-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 6102 9457 17-Meter# BHE66466	12/19/2024	251.56	251.56	12/31/2024	51-531-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 6102 9457 17-Meter# BHE66466	12/19/2024	251.56	251.56	12/31/2024	52-532-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 6106 0330 32-Meter# BHE30707	12/19/2024	610.05	610.05	12/31/2024	10-431-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 6113 7275 62-Meter# BHE57941	12/19/2024	455.62	455.62	12/31/2024	10-422-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 7953 7231 14-Meter# SG528271	12/19/2024	148.20	148.20	12/31/2024	10-411-270	1224
3400	Black Hills Energy	11/15/24-12/17/	Acct# 7953 7231 14-Meter# SG528271	12/19/2024	148.20	148.20	12/31/2024	10-421-270	1224
Total Black Hills Energy:					2,041.53	2,041.53			
Business Solutions Group LLC									
1595	Business Solutions Group LLC	16829	SF-EP-46PC-Postcard Envelopes Print	12/26/2024	216.97	216.97	12/31/2024	51-531-240	1224
1595	Business Solutions Group LLC	16829	SF-EP-46PC-Postcard Envelopes Print	12/26/2024	216.98	216.98	12/31/2024	52-532-240	1224
Total Business Solutions Group LLC:					433.95	433.95			
Capital Business Systems Inc - WY									
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.07	.07	12/31/2024	10-411-240	1224
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.07	.07	12/31/2024	10-412-240	1224
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.07	.07	12/31/2024	10-413-240	1224
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.07	.07	12/31/2024	10-431-240	1224
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.03	.03	12/31/2024	51-531-240	1224
7400	Capital Business Systems Inc - WY	1462294	Contract# 16436-01-Overage Charge-1	12/16/2024	.04	.04	12/31/2024	52-532-240	1224
7400	Capital Business Systems Inc - WY	1466308	Contract# 7986-01-1800 Blk & 2700 Co	12/30/2024	279.13	279.13	12/31/2024	10-421-240	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-411-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-412-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-413-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-421-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-422-280	1224

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	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-431-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-441-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-442-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-443-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	10-445-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	61.61	61.61	12/31/2024	42-533-270	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	30.81	30.81	12/31/2024	51-531-280	1224
7400	Capital Business Systems Inc - WY	1466309	UCS Phone Service Contract# 15178-0	12/30/2024	30.81	30.81	12/31/2024	52-532-280	1224
Total Capital Business Systems Inc - WY:					1,018.81	1,018.81			
Capital Business Systems, Inc. - TX									
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	161.35	161.35	12/31/2024	10-411-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	161.36	161.36	12/31/2024	10-412-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	161.36	161.36	12/31/2024	10-413-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	469.48	469.48	12/31/2024	10-421-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	161.36	161.36	12/31/2024	10-431-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	80.68	80.68	12/31/2024	51-531-240	1224
7346	Capital Business Systems, Inc. - TX	38158856	Cannon Copier Agreement-11/15/24 to	12/23/2024	80.68	80.68	12/31/2024	52-532-240	1224
Total Capital Business Systems, Inc. - TX:					1,276.27	1,276.27			
CenturyLink									
7221	CenturyLink	333887967-12	Acct# 333887967-PD 911 Phone Line-1	12/16/2024	49.61	.00		10-421-225	125
Total CenturyLink:					49.61	.00			
Communication Technologies, Inc									
7447	Communication Technologies, Inc	93107	136 174 1/4 Wave Antenna w/ Spring-1/	12/17/2024	359.80	359.80	12/31/2024	10-421-320	1224
7447	Communication Technologies, Inc	93108	TNC Male Crimp-NMO 3/4" Mount-1/4	12/17/2024	149.85	149.85	12/31/2024	10-421-320	1224
7447	Communication Technologies, Inc	93109	TNC Male Crimp-NMO 3/4" Mount-1/4	12/17/2024	149.85	149.85	12/31/2024	10-421-320	1224
Total Communication Technologies, Inc:					659.50	659.50			
Dana Kepner Company of Wyoming, LLC									
2180	Dana Kepner Company of Wyoming, LL	2239192-00	Rental of TDW Centre Fuse #14 Cart &	12/17/2024	150.00	150.00	12/31/2024	42-533-720	1224
2180	Dana Kepner Company of Wyoming, LL	2239204-00	2" Watts LF009M2 QT FZ DC-Water	12/13/2024	1,019.42	1,019.42	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239204-00	2" Threaded Tee (3)-Water	12/13/2024	60.48	60.48	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239204-00	NL 2" C84 77 Q Ford QJ Coupling (4)-	12/13/2024	448.24	448.24	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239204-00	55 Ford Insert Stiffener (4)-Water	12/13/2024	13.16	13.16	12/31/2024	51-531-492	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
2180	Dana Kepner Company of Wyoming, LL	2239205-00	202B-962 x 2" CC Ford Brass Saddle D	12/13/2024	238.33	238.33	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239205-00	NL 2" FB1000 7 Q Ford Corp Stop-Wat	12/13/2024	376.21	376.21	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239205-00	NL 2" B44-777M Q Ford Ball Valve-Wat	12/13/2024	540.60	540.60	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239205-00	5622 Mcdonald 6' Curb Box-Water	12/13/2024	97.03	97.03	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239205-00	54" Stationary Rod-Water	12/13/2024	45.14	45.14	12/31/2024	51-531-492	1224
2180	Dana Kepner Company of Wyoming, LL	2239205-00	55 Ford Insert Stiffener (3)-Water	12/13/2024	9.87	9.87	12/31/2024	51-531-492	1224
Total Dana Kepner Company of Wyoming, LLC:					2,998.48	2,998.48			
DBT Transportation Services LLC									
7355	DBT Transportation Services LLC	2555351	Periodic Maintenance-AWOS Quarterly-	01/01/2025	934.00	.00		42-533-724	125
7355	DBT Transportation Services LLC	2555351	Weather Data Services Into NAS-Quart	01/01/2025	250.00	.00		42-533-724	125
Total DBT Transportation Services LLC:					1,184.00	.00			
Engineering Associates									
4170	Engineering Associates	4412012	Project# 24410.00-Professional Service	12/17/2024	6,662.10	.00		52-532-650	125
4170	Engineering Associates	4412123	Project# 24419.00-Professional Service	12/23/2024	2,504.25	.00		42-533-720	125
Total Engineering Associates:					9,166.35	.00			
Hach Company									
2920	Hach Company	14305301	Buffer Soln Blue PH10.01 500ML-DPD	12/23/2024	90.66	.00		51-531-241	125
2920	Hach Company	14305301	Buffer Soln Blue PH10.01 500ML-DPD	12/23/2024	211.53	.00		52-532-241	125
Total Hach Company:					302.19	.00			
In The Swim									
2035	In The Swim	WPR9083944-	50# ITS Jumbo 3" Wrap Tabs-SP	12/18/2024	1,785.92	1,785.92	12/31/2024	10-441-240	1224
Total In The Swim:					1,785.92	1,785.92			
Kim M. Hemenway									
7698	Kim M. Hemenway	12312024	Friday Yoga Class Instruction-Decembe	12/31/2024	42.00	42.00	12/31/2024	10-445-483	1224
Total Kim M. Hemenway:					42.00	42.00			
Laramie Range Ford									
7747	Laramie Range Ford	6020425	2016 Ford-Replace Gasket-Oil-Filter-R	12/18/2024	492.15	492.15	12/31/2024	10-421-255	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Laramie Range Ford:					492.15	492.15			
Marie Christen									
7561	Marie Christen	DRAMA REIMB	WY Community Gas Donation For Dra	12/20/2024	121.57	121.57	12/31/2024	10-445-486	1224
Total Marie Christen:					121.57	121.57			
Megan James									
7413	Megan James	12312024	Morning Mash Up Class Instruction-Dec	12/31/2024	269.00	269.00	12/31/2024	10-445-483	1224
Total Megan James:					269.00	269.00			
Motorola Solutions, Inc.									
3930	Motorola Solutions, Inc.	8230495600	SVC01SVC1405C-2/1/25 to 2/28/25-Pr	01/02/2025	163.97	.00		10-421-320	125
3930	Motorola Solutions, Inc.	8230495600	SVC01SVC1424C-2/1/25 to 2/28/25-On	01/02/2025	1,169.89	.00		10-421-320	125
3930	Motorola Solutions, Inc.	8230495600	SVC02SVC0661A-2/1/25 to 2/28/25-S	01/02/2025	160.62	.00		10-421-320	125
Total Motorola Solutions, Inc.:					1,494.48	.00			
Mountain States CPA's and Consultants									
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	896.13	.00		10-411-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	896.13	.00		10-412-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	896.13	.00		10-413-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	896.13	.00		10-421-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	1,593.12	.00		10-431-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	331.90	.00		10-441-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	331.90	.00		10-442-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	896.13	.00		10-445-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	2,821.15	.00		42-533-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	1,858.64	.00		51-531-330	125
7711	Mountain States CPA's and Consultants	140397	Final Billing For 2024 Financial Stateme	01/02/2025	1,858.64	.00		52-532-330	125
Total Mountain States CPA's and Consultants:					13,276.00	.00			
MPM Corp									
3945	MPM Corp	9152475	Trash Removal For December 2024-La	12/31/2024	240.00	.00		10-443-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Vet	12/31/2024	80.00	.00		10-444-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-HP	12/31/2024	80.00	.00		10-442-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-TH	12/31/2024	17.50	.00		10-411-262	125

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
3945	MPM Corp	9152475	Trash Removal For December 2024-PD	12/31/2024	17.50	.00		10-421-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Ka	12/31/2024	45.00	.00		10-444-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Str	12/31/2024	30.00	.00		10-431-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Wa	12/31/2024	30.00	.00		51-531-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Se	12/31/2024	30.00	.00		52-532-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Se	12/31/2024	35.00	.00		52-532-262	125
3945	MPM Corp	9152475	Trash Removal For December 2024-Do	12/31/2024	45.00	.00		10-444-262	125
Total MPM Corp:					650.00	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-922739-Quart 5W30-12/5/24-	12/31/2024	5.99	.00		55-571-255	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-922765-Premium Capsules-1	12/31/2024	49.80	.00		10-421-240	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923094-Meter-12/11/24-Sewer	12/31/2024	74.99	.00		52-532-250	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923158-Hose Fittings (2)-10m	12/31/2024	145.74	.00		10-431-250	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923341-Oil Filter-Syn0W20 (4	12/31/2024	42.68	.00		10-421-255	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923381-Tool Box-12/17/24-Wa	12/31/2024	45.00	.00		51-531-242	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923388-Grease Fitting-Oil Dry	12/31/2024	34.47	.00		10-431-240	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923460-Cup Brush Knotted (3	12/31/2024	51.97	.00		51-531-242	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923503-Dexcool-12/18/24-PD	12/31/2024	13.99	.00		10-421-255	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923822-Seat Covers-12/26/24	12/31/2024	345.17	.00		51-531-255	125
7658	NAPA Auto Parts Saratoga	12312024	Inv# 575-923824-Low Beam Headlight-	12/31/2024	19.07	.00		51-531-255	125
Total NAPA Auto Parts Saratoga:					828.87	.00			
Natare Corporation									
7092	Natare Corporation	7250	General Conditions-Filter Internals-Cont	12/20/2024	1,500.00	1,500.00	12/31/2024	10-441-740	1224
7092	Natare Corporation	7250	General Conditions-Filter Internals-Cont	12/20/2024	1,532.03	1,532.03	12/31/2024	10-441-720	1224
Total Natare Corporation:					3,032.03	3,032.03			
NENA									
7661	NENA	300081281	Membership Dues 2025-Public Sector-	12/05/2024	152.00	.00		10-421-245	125
Total NENA:					152.00	.00			
Norco Inc									
7148	Norco Inc	0042508277	Acct# HO322-Cylinder Rent-December	12/31/2024	43.71	.00		10-431-240	125

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Norco Inc:					43.71	.00			
Perue Printing									
4255	Perue Printing	12312024	Inv# 070917-Ream Paper (1)-12/26/24-	12/31/2024	5.95	.00		10-445-240	125
Total Perue Printing:					5.95	.00			
Pine Cove Consulting, LLC									
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-TH	01/01/2025	315.95	.00		10-411-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-PZ	01/01/2025	58.51	.00		10-412-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-Co	01/01/2025	58.51	.00		10-413-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-PD	01/01/2025	386.17	.00		10-421-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-HP	01/01/2025	58.51	.00		10-442-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-Re	01/01/2025	58.51	.00		10-445-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-Wa	01/01/2025	117.02	.00		51-531-320	125
7285	Pine Cove Consulting, LLC	23208C	Managed Services Agreement-1/25-Se	01/01/2025	117.02	.00		52-532-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	93.56	.00		10-411-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	17.33	.00		10-412-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	17.33	.00		10-413-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	114.37	.00		10-421-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	17.33	.00		10-442-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	17.33	.00		10-445-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	34.66	.00		51-531-320	125
7285	Pine Cove Consulting, LLC	23209C	Office 365-Pax Business Standard Mon	01/01/2025	34.66	.00		52-532-320	125
Total Pine Cove Consulting, LLC:					1,516.77	.00			
Platte Valley Community Center									
4330	Platte Valley Community Center	1569	PVCC/Town of Saratoga Agreement-2n	12/31/2024	15,000.00	15,000.00	12/31/2024	10-410-539	1224
Total Platte Valley Community Center:					15,000.00	15,000.00			
Platte Valley Heating & Air LLC									
7362	Platte Valley Heating & Air LLC	2162	Equipment-Vent Pipe-1/2" Gas Flex Me	12/04/2024	3,083.80	3,083.80	12/31/2024	10-431-740	1224
7362	Platte Valley Heating & Air LLC	2162	Equipment-Vent Pipe-1/2" Gas Flex Me	12/04/2024	2,993.10	2,993.10	12/31/2024	51-531-740	1224
7362	Platte Valley Heating & Air LLC	2162	Equipment-Vent Pipe-1/2" Gas Flex Me	12/04/2024	2,993.10	2,993.10	12/31/2024	52-532-740	1224
Total Platte Valley Heating & Air LLC:					9,070.00	9,070.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Platte Valley Porta Pots, Inc									
7387	Platte Valley Porta Pots, Inc	1779	Weekly Clean-Veteran's Island-Decemb	01/01/2025	300.00	.00		10-444-262	125
Total Platte Valley Porta Pots, Inc:					300.00	.00			
Plattoga Holdings, LLC									
7523	Plattoga Holdings, LLC	SI-1813	Round Drain Rock 1.5"-Water	12/24/2024	471.20	.00		51-531-492	125
Total Plattoga Holdings, LLC:					471.20	.00			
Rock Solid Shooting & Survival Training									
7750	Rock Solid Shooting & Survival Training	121324SPD	Guardian External Carrier-PD	12/13/2024	240.30	240.30	12/31/2024	10-421-740	1224
7750	Rock Solid Shooting & Survival Training	121324SPD	Elite Gen 5 One Carrie IIIA-PD	12/13/2024	861.30	861.30	12/31/2024	10-421-740	1224
Total Rock Solid Shooting & Survival Training:					1,101.60	1,101.60			
Rocky Mountain Air Solutions									
7427	Rocky Mountain Air Solutions	30567826	CL-2.5-CL-Rental Period 11/21/24 to 12	12/20/2024	86.70	.00		51-531-241	125
7427	Rocky Mountain Air Solutions	30567826	CL-2.5-CL-Rental Period 11/21/24 to 12	12/20/2024	202.30	.00		52-532-241	125
Total Rocky Mountain Air Solutions:					289.00	.00			
Shively Hardware Co (Town# 28210)									
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110774-50LB Filter Sand-12/3/24-	12/31/2024	455.76	.00		10-441-240	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110775-10LB Hyd Cement-12/3/24	12/31/2024	51.98	.00		52-532-251	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110781-Out Twist Sensor-Blade-Ji	12/31/2024	163.98	.00		10-444-262	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110859-SS Clamp (6)-12/4/24-Par	12/31/2024	25.74	.00		10-444-755	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110875-Grn Mark Paint (6)-12/4/24	12/31/2024	53.94	.00		52-532-226	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110927-Sprayer-12/5/24-Sewer	12/31/2024	4.49	.00		52-532-492	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 110937-Blade-Drill Bit-4" Elbow-12	12/31/2024	52.97	.00		52-532-492	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111078-Blk Enamel-Tray-Cover-12	12/31/2024	22.47	.00		10-444-262	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111090-Blk Enamel-12/9/24-Parks	12/31/2024	15.58	.00		10-444-262	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111115-No Smoking Sign (6)-12/10	12/31/2024	11.94	.00		10-444-240	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# IC34984-Pol 4081963-12/12/24-St	12/31/2024	159.99	.00		10-431-250	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111384-50 Gal Elec Wtr Heater-12/	12/31/2024	549.00	.00		10-442-262	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111752-Disch Assembly-12/24/24-	12/31/2024	85.99	.00		51-531-251	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111811-Gloves-12/26/24-Streets	12/31/2024	15.99	.00		10-431-245	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111839-Rope Light-12/27/24-Parks	12/31/2024	219.89	.00		10-444-755	125
5015	Shively Hardware Co (Town# 28210)	12312024	Inv# 111869-Tape (2)-12/27/24-Sewer	12/31/2024	17.48	.00		52-532-240	125

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Shively Hardware Co (Town# 28210):					1,907.19	.00			
South Central Wyoming EMS JPB									
6985	South Central Wyoming EMS JPB	270	FY 2025 3rd Quarter Ambulance Serv	01/01/2025	14,467.00	.00		10-411-494	125
Total South Central Wyoming EMS JPB:					14,467.00	.00			
Squirrel Tree Automotive									
7336	Squirrel Tree Automotive	10457	2020 Dodge Durango-Oil Filter-5W20 (12/16/2024	94.22	94.22	12/31/2024	10-421-255	1224
Total Squirrel Tree Automotive:					94.22	94.22			
Sundahl, Powers, Kapp & Martin, LLC									
7551	Sundahl, Powers, Kapp & Martin, LLC	16866	Professional Legal Services Rendered-	12/26/2024	374.00	374.00	12/31/2024	10-411-310	1224
7551	Sundahl, Powers, Kapp & Martin, LLC	16866	Professional Legal Services Rendered-	12/26/2024	1,795.89	1,795.89	12/31/2024	10-413-310	1224
7551	Sundahl, Powers, Kapp & Martin, LLC	16866	Professional Legal Services Rendered-	12/26/2024	374.00	374.00	12/31/2024	10-421-310	1224
7551	Sundahl, Powers, Kapp & Martin, LLC	17271	Professional Legal Services Rendered-	12/26/2024	154.00	154.00	12/31/2024	10-411-310	1224
7551	Sundahl, Powers, Kapp & Martin, LLC	17271	Professional Legal Services Rendered-	12/26/2024	2,678.68	2,678.68	12/31/2024	10-413-310	1224
Total Sundahl, Powers, Kapp & Martin, LLC:					5,376.57	5,376.57			
The Cowboy Couture									
6991	The Cowboy Couture	2024-446	Embroidery Name Left Chest (6)-Embro	12/17/2024	444.00	444.00	12/31/2024	10-445-220	1224
Total The Cowboy Couture:					444.00	444.00			
Union Telephone Co									
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-TH Cells-12/17/24	12/17/2024	39.97	39.97	12/31/2024	10-411-280	1224
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-PZ Cells-12/17/24	12/17/2024	30.56	30.56	12/31/2024	10-412-280	1224
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-Streets Cells-12/17/24	12/17/2024	63.47	63.47	12/31/2024	10-431-280	1224
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-Rec Cells-12/17/24	12/17/2024	39.97	39.97	12/31/2024	10-445-280	1224
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-Water Cells-12/17/24	12/17/2024	30.56	30.56	12/31/2024	51-531-280	1224
5630	Union Telephone Co	70001447-12/1	Acct# 70001447-Sewer Cells-12/17/24	12/17/2024	30.56	30.56	12/31/2024	52-532-280	1224
5630	Union Telephone Co	70091365-12/2	Acct# 70091365-VFD Landline-12/24/2	12/24/2024	51.42	51.42	12/31/2024	10-422-280	1224
5630	Union Telephone Co	70091372-12/2	Acct# 70091372-Airport Landline-NAVA	12/24/2024	164.92	164.92	12/31/2024	42-533-270	1224
5630	Union Telephone Co	70091381-12/2	Acct# 70091381-Streets Landline-12/24	12/24/2024	18.82	18.82	12/31/2024	10-431-280	1224
5630	Union Telephone Co	70091381-12/2	Acct# 70091381-Lake Landline-12/24/2	12/24/2024	18.83	18.83	12/31/2024	10-443-280	1224
5630	Union Telephone Co	70091381-12/2	Acct# 70091381-Water Landline-12/24/	12/24/2024	36.53	36.53	12/31/2024	51-531-280	1224
5630	Union Telephone Co	70091381-12/2	Acct# 70091381-Sewer Landline-12/24/	12/24/2024	36.53	36.53	12/31/2024	52-532-280	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5630	Union Telephone Co	70091416-12/2	Acct# 70091416-TH-12/24/24	12/24/2024	89.86	89.86	12/31/2024	10-411-280	1224
5630	Union Telephone Co	70091416-12/2	Acct# 70091416-Court-12/24/24	12/24/2024	22.46	22.46	12/31/2024	10-413-280	1224
5630	Union Telephone Co	70091422-12/2	Acct# 70091422-PD Landline-DSL-12/2	12/24/2024	299.44	299.44	12/31/2024	10-421-280	1224
5630	Union Telephone Co	70092204-12/2	Acct# 70092204-Rec Landline-DSL-12/	12/24/2024	79.82	79.82	12/31/2024	10-445-280	1224
5630	Union Telephone Co	70122064-12/1	Acct# 70122064-PD E911-12/17/24	12/17/2024	624.80	624.80	12/31/2024	10-421-225	1224
Total Union Telephone Co:					1,678.52	1,678.52			
Upper Platte River Solid Waste Disposal									
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Lake	12/25/2024	142.00	142.00	12/31/2024	10-443-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Kathy	12/25/2024	38.00	38.00	12/31/2024	10-444-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Vetera	12/25/2024	245.00	245.00	12/31/2024	10-444-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Hot P	12/25/2024	408.00	408.00	12/31/2024	10-442-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-TH	12/25/2024	19.00	19.00	12/31/2024	10-411-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-PD	12/25/2024	19.00	19.00	12/31/2024	10-421-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Shop	12/25/2024	122.50	122.50	12/31/2024	10-431-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Water	12/25/2024	122.50	122.50	12/31/2024	51-531-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Sewer	12/25/2024	38.00	38.00	12/31/2024	52-532-262	1224
7528	Upper Platte River Solid Waste Dispos	60126	Waste Disposal-November 2024-Parks	12/25/2024	25.00-	25.00-	12/31/2024	10-444-262	1224
Total Upper Platte River Solid Waste Disposal:					1,129.00	1,129.00			
Valerie Larscheid									
6981	Valerie Larscheid	12312024	Indoor Cycling Class Instruction-Decem	12/31/2024	101.00	101.00	12/31/2024	10-445-483	1224
Total Valerie Larscheid:					101.00	101.00			
Vaughn Excavating & Construction, Inc.									
5728	Vaughn Excavating & Construction, Inc.	97135	60" ID Water Meter Pit-Water	12/23/2024	2,676.00	.00		51-531-492	125
Total Vaughn Excavating & Construction, Inc.:					2,676.00	.00			
Wyoming Div. of Criminal Investigation									
7583	Wyoming Div. of Criminal Investigation	01022025	Background Check For J. Sharp-1/2/25-	01/02/2025	15.00	.00		10-431-310	125
Total Wyoming Div. of Criminal Investigation:					15.00	.00			
Wyoming Water Quality & Pollution Ctrl									
6321	Wyoming Water Quality & Pollution Ctrl	2011-3154 A	Emery Penner-Charles McVey-Member	12/17/2024	60.00	.00		51-531-245	125

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Wyoming Water Quality & Pollution Ctrl:					60.00	.00			
Grand Totals:					97,658.95	48,166.12			

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

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
01/07/2025		7579	A T & T Mobility	2873094755	637.51	.00	.00	637.51	_____	_____	_____
01/06/2025		7221	CenturyLink	333887967-1	49.61	.00	.00	49.61	_____	_____	_____
01/31/2025		7355	DBT Transportation Servic	2555351	1,184.00	.00	.00	1,184.00	_____	_____	_____
01/16/2025		4170	Engineering Associates	4412012	6,662.10	.00	.00	6,662.10	_____	_____	_____
01/22/2025		4170	Engineering Associates	4412123	2,504.25	.00	.00	2,504.25	_____	_____	_____
01/22/2025		2920	Hach Company	14305301	302.19	.00	.00	302.19	_____	_____	_____
02/01/2025		3930	Motorola Solutions, Inc.	8230495600	1,494.48	.00	.00	1,494.48	_____	_____	_____
01/02/2025		7711	Mountain States CPA's and	140397	13,276.00	.00	.00	13,276.00	_____	_____	_____
12/31/2024		3945	MPM Corp	9152475	650.00	.00	.00	650.00	_____	_____	_____
01/30/2025		7658	NAPA Auto Parts Saratoga	12312024	828.87	.00	.00	828.87	_____	_____	_____
01/05/2025		7661	NENA	300081281	152.00	.00	.00	152.00	_____	_____	_____
12/31/2024		7148	Norco Inc	0042508277	43.71	.00	.00	43.71	_____	_____	_____
12/31/2024		4255	Perue Printing	12312024	5.95	.00	.00	5.95	_____	_____	_____
01/01/2025		7285	Pine Cove Consulting, LLC	23208C	1,170.20	.00	.00	1,170.20	_____	_____	_____
01/01/2025		7285	Pine Cove Consulting, LLC	23209C	346.57	.00	.00	346.57	_____	_____	_____
01/31/2025		7387	Platte Valley Porta Pots, In	1779	300.00	.00	.00	300.00	_____	_____	_____
01/23/2025		7523	Plattoga Holdings, LLC	SI-1813	471.20	.00	.00	471.20	_____	_____	_____
01/20/2025		7427	Rocky Mountain Air Solutio	30567826	289.00	.00	.00	289.00	_____	_____	_____
01/30/2025		5015	Shively Hardware Co (Tow	12312024	1,907.19	.00	.00	1,907.19	_____	_____	_____
01/31/2025		6985	South Central Wyoming E	270	14,467.00	.00	.00	14,467.00	_____	_____	_____
12/23/2024		5728	Vaughn Excavating & Cons	97135	2,676.00	.00	.00	2,676.00	_____	_____	_____
01/02/2025		7583	Wyoming Div. of Criminal I	01022025	15.00	.00	.00	15.00	_____	_____	_____
12/17/2024		6321	Wyoming Water Quality &	2011-3154 A	60.00	.00	.00	60.00	_____	_____	_____
Grand Totals:				23	49,492.83	.00	.00	49,492.83	_____	_____	_____

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
12/17/2024	60.00	.00	.00	60.00	60.00
12/23/2024	2,676.00	.00	.00	2,676.00	2,736.00
12/31/2024	699.66	.00	.00	699.66	3,435.66
01/01/2025	1,516.77	.00	.00	1,516.77	4,952.43
01/02/2025	13,291.00	.00	.00	13,291.00	18,243.43
01/05/2025	152.00	.00	.00	152.00	18,395.43
01/06/2025	49.61	.00	.00	49.61	18,445.04
01/07/2025	637.51	.00	.00	637.51	19,082.55
01/16/2025	6,662.10	.00	.00	6,662.10	25,744.65
01/20/2025	289.00	.00	.00	289.00	26,033.65
01/22/2025	2,806.44	.00	.00	2,806.44	28,840.09
01/23/2025	471.20	.00	.00	471.20	29,311.29
01/30/2025	2,736.06	.00	.00	2,736.06	32,047.35
01/31/2025	15,951.00	.00	.00	15,951.00	47,998.35
02/01/2025	1,494.48	.00	.00	1,494.48	49,492.83
Grand Totals:				49,492.83	49,492.83

Report Criteria:
Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
53522	3 GREAT-WEST TRUST CO	53522	12/29/2024	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 12/29/2024	10-212500	240.00
	3 GREAT-WEST TRUST CO	53522	12/29/2024	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 12/29/2024	10-212500	180.00
	Total 53522:						420.00
123120241	1 EFTPS -TAXES	123120241	12/29/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 12/29/2024	10-212100	3,535.36
	1 EFTPS -TAXES	123120241	12/29/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 12/29/2024	10-212100	3,535.36
	1 EFTPS -TAXES	123120241	12/29/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 12/29/2024	10-212100	826.86
	1 EFTPS -TAXES	123120241	12/29/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 12/29/2024	10-212100	826.86
	1 EFTPS -TAXES	123120241	12/29/2024	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 12/29	10-212200	3,967.62
Total 123120241:							12,692.06
123120242	2 WYOMING RETIREMENT	123120242	12/29/2024	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 12/29/2024	10-212300	849.36
	2 WYOMING RETIREMENT	123120242	12/29/2024	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 12/29/2024	10-212300	4,116.15
	2 WYOMING RETIREMENT	123120242	12/29/2024	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 12/29/2024	10-212300	1,046.13
	2 WYOMING RETIREMENT	123120242	12/29/2024	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 12/29/2024	10-212300	4,247.16
	2 WYOMING RETIREMENT	123120242	12/29/2024	51-01	WYOMING RETIREMENT PAYMENT	10-212300	.04
Total 123120242:							10,258.76
123120243	6 WYO. DEPT OF EMPLOY	123120243	12/29/2024	98-01	Qtrly SUTA/WC State Unemployment Tax Pay Period: 12/29/2024	10-212400	31.46
	6 WYO. DEPT OF EMPLOY	123120243	12/29/2024	99-00	Qtrly SUTA/WC Worker's Compensation Pay Period: 12/29/2024	10-212600	2,030.82
	6 WYO. DEPT OF EMPLOY	123120243	12/29/2024	99-00	Qtrly SUTA/WC	10-212600	1,837.71
	6 WYO. DEPT OF EMPLOY	123120243	12/29/2024	99-00	Qtrly SUTA/WC	10-422-120	897.32
	Total 123120243:						1,121.89
123120244	9 WYO DEPT OF EMPLOY	123120244	12/29/2024	99-00	Qtrly CC SUTA/WC Worker's Compensation Pay Period: 12/29/2024	10-212600	154.76
	9 WYO DEPT OF EMPLOY	123120244	12/29/2024	99-00	Qtrly CC SUTA/WC	10-212600	506.75

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
Total 123120244:							
							351.99-
Grand Totals:							
							24,140.72

Report Criteria:
Paid transmittals included

TOWN OF SARATOGA

Check Register - NAMELESS

Page: 1

Pay Period Dates: 12/16/2024 - 12/29/2024

Dec 31, 2024 2:43PM

Report Criteria:

Includes the following check types:

Manual, Payroll, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
12/29/2024	PC	01/02/2025	53521	285		01-112700	111.89-
12/29/2024	PC	01/02/2025	1022025	46		01-112700	1,485.65-
12/29/2024	PC	01/02/2025	1022025	48		01-112700	4,174.07-
12/29/2024	PC	01/02/2025	1022025	49		01-112700	2,095.55-
12/29/2024	PC	01/02/2025	1022025	78		01-112700	1,453.98-
12/29/2024	PC	01/02/2025	1022025	111		01-112700	1,886.94-
12/29/2024	PC	01/02/2025	1022025	134		01-112700	1,833.52-
12/29/2024	PC	01/02/2025	1022025	112		01-112700	1,953.52-
12/29/2024	PC	01/02/2025	1022025	40		01-112700	1,877.92-
12/29/2024	PC	01/02/2025	1022025	88		01-112700	1,408.20-
12/29/2024	PC	01/02/2025	1022026	201		01-112700	132.13-
12/29/2024	PC	01/02/2025	1022026	216		01-112700	287.70-
12/29/2024	PC	01/02/2025	1022026	217		01-112700	287.70-
12/29/2024	PC	01/02/2025	1022026	226		01-112700	1,937.89-
12/29/2024	PC	01/02/2025	1022026	229		01-112700	84.52-
12/29/2024	PC	01/02/2025	1022026	245		01-112700	2,518.48-
12/29/2024	PC	01/02/2025	1022026	247		01-112700	1,601.08-
12/29/2024	PC	01/02/2025	1022026	264		01-112700	3,043.74-
12/29/2024	PC	01/02/2025	1022026	235		01-112700	1,772.06-
12/29/2024	PC	01/02/2025	1022026	202		01-112700	48.17-
12/29/2024	PC	01/02/2025	1022027	261		01-112700	15.97-
12/29/2024	PC	01/02/2025	1022027	268		01-112700	57.99-
12/29/2024	PC	01/02/2025	1022027	272		01-112700	3,726.00-
12/29/2024	PC	01/02/2025	1022027	273		01-112700	2,309.16-
12/29/2024	PC	01/02/2025	1022027	274		01-112700	39.25-
12/29/2024	PC	01/02/2025	1022027	276		01-112700	1,665.80-
12/29/2024	PC	01/02/2025	1022027	277		01-112700	1,424.17-
12/29/2024	PC	01/02/2025	1022027	280		01-112700	1,119.90-
12/29/2024	PC	01/02/2025	1022027	283		01-112700	1,118.63-
12/29/2024	PC	01/02/2025	1022027	284		01-112700	1,533.34-
12/29/2024	PC	01/02/2025	1022028	263		01-112700	1,497.43-
12/29/2024	PC	01/02/2025	1022028	227		01-112700	1,453.86-
12/29/2024	PC	01/02/2025	1022028	286		01-112700	73.83-
Grand Totals:							46,030.04-
							33

RECEIVED
DEC 23 2024

Item 8)

BY:-----



APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

December 1, 2024

Town of Saratoga
P O Box 486
Saratoga, WY 82331

Pursuant to the requirements of W.S. 9-4-818, formal application is made by **RNB State Bank**, a corporation organized and existing under the laws of Wyoming and having its office and principal place of business in the City of Rawlins in the County of Carbon in the State of Wyoming, to designate the Town of Saratoga a Depository.

RNB State Bank agrees to furnish securities, as provided for in Section 9-4-821, Wyoming Statutes 1977, as amended, to cover public funds as may be deposited by the Town of Saratoga.

By Order of the Board of Directors

By: 
President/CEO

By: 
Vice President/CFO

TOWN OF SARATOGA
SPECIAL EVENTS APPLICATION

Applicant Name: <u>Susan Smith</u>	Organization: <u>307 Golf</u>
Address: <u>PO Box 1460</u>	Address: _____
City/State/Zip: <u>Saratoga NY 12331</u>	City/State/Zip: <u>NY</u>
Phone: _____ Cell: <u>307 321 1404</u> e-mail: <u>Susanadam5522@yahoo.com</u>	Phone: _____ Cell: _____ e-mail: _____
DATE of Event: <u>2/8/25 & 2/22/25</u>	Start Time for Event: <u>8:00 AM</u>
LOCATION: <u>Saratoga Lake</u>	End Time for Event: <u>5:00 pm</u>

Please check one:

- ☒ SMALL EVENT – less than 100 participants
☐ LARGE EVENT – more than 100 participants

Describe briefly the proposed event.

ATVs, Bike, Side by Sides Rte oval track on Lake

Use additional sheet if necessary.

Location of the event (please be specific)

Sandy Beach area of Saratoga Lake

Schedule of event or events (attach by date the tentative activity planned for each location chosen).

Approximate number of participants expected: 25

Approximate number of support staff/volunteers: 10

Number of vehicles anticipated and parking requirements: 20

Will town property be used for this event: _____

☒ yes ☐ no (if yes, please explain fully)
Saratoga Lake & Sandy Beach

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

- What traffic control or parking issues are you anticipating: None

- What parking plan have you in place: _____

- What services do you require from the Police Department or DPW? :

General Patrol

- What are your security plans: : *None*

- What services are required from the Fire Department? : *Please be on*

Standby

- What services are required from the Planning Commission? : *None*

- What plans have you made for garbage containment and removal? _____

Dumpsters will be there

- What plans have you made for sanitary control/portable toilets?: _____

Portable Potties will be there

- Will you be serving food? If yes, have you contacted the State of Wyoming Certified Food Safety Professional at 307-777-8001 for food service requirements: _____

No

- ❖ There is **NO CAMPING PERMITTED** within the Saratoga Town Limits and violators will be cited.

- 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.

Will coordinate w/ Legion

- Liquor Liability insurance to be required as described in Special Events Conditions #5.

- Any other request by applicant: : *None*

- Name of persons who will be "in charge" at the site/activity: : _____

*Susan Smith
Philip Smith*

On-site

 Manager: Susan Smith
 Home Phone: _____ Cell Phone: 307 321 1404

 Alternate On-site Manager Philip Smith
 Home Phone: _____ Cell Phone: 307 321 5115
Insurance Information: (if applicable)

Name of Insurance

Company: _____

Address: _____

Phone Number: _____

Contact Person: _____

Policy Number: _____

Special Terms and Conditions to the Special Event Application

By submitting and signing this Application, the applicant/organization hereby agrees to comply with the Town of Saratoga Special Event conditions (attached hereto and made a part thereof) and further agrees not to violate any Federal, State, County or municipal laws, rules or regulations. Applicant further agrees to be bound by all Saratoga municipal codes in the conduct of the requested special event.

In consideration for permission to conduct its special event, applicant agrees to indemnify, defend and hold harmless the Town of Saratoga, its officers, agents, employees and volunteers, (including the payment of the Town's attorney's fees incurred in defense of the same) from any and all damage to property, injury to, or death of any person and from any and all liability, claims, actions or judgments which may arise from the proposed activity.

The Town of Saratoga, its employees, appointed and elected officials hereby preserve any and all immunity available to them pursuant to Wyoming law and the Wyoming Governmental Claims Act, and nothing contained herein shall be deemed to be a waiver of its immunity.

 Dated this 2, day of January, 2025
Susan Smith
 Applicant Signature



What other agencies or groups have you contacted?
Please check applicable agencies.

- ☐ 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
 Traffic & crowd control)
☐ Wyoming Highway Department (highway closures - parades or
 any use of Highway 130/230)

**TOWN OF SARATOGA
 SPECIAL EVENTS SIGN OFF SHEET**

Proposed Special Event: 8 307 GoFast on Ice

Location of Event: Saratoga Lake

Date of Event: 2/8/25 & 2/22/25

Approved: _____ Date: _____
 Planning and Zoning Officer

Approved: _____ Date: _____
 DPW Supervisor

Approved: _____ Date: _____
 Police Chief

Approved: _____ Date: _____
 Fire Chief

Approved: _____ Date: _____
 Town Council



TOWN OF SARATOGA SPECIAL EVENTS APPLICATION CONDITIONS

Please initial each condition as read

1. ☒ Applicant shall obey all Federal, State, and local rules, regulations and laws. Applicant shall obey all Town of Saratoga municipal ordinances, rules and guidelines pertaining to the use of Town property, including the location and storage of vehicles and equipment, crowd control, and the restoration of premises to their original condition after the use for the special event.
2. ☒ Applicant shall confine its activities to the location and time schedules approved for the permit. Traffic control shall be maintained as approved by the Saratoga Police Department and configured by the Saratoga Public Works Department when events are conducted on Town streets or on Town property.
3. ☒ Reference to or the use thereof of the Town of Saratoga Logo is strictly prohibited in advertising of the event, unless prior written approval is granted by the Town of Saratoga.
4. ☒ Applicant does hereby covenant and agree to indemnify and hold harmless the Town of Saratoga harmless from any and all loss, cost, damages, injuries, judgment and claims of any kind, including and an all costs, including any attorney's fees, on account of personal injury or property damage resulting from any activity of Applicant.
5. ☒ Applicant shall reimburse the Town of Saratoga for costs incurred in the use of Town equipment and assignment of municipal employees to duty in connection with the special event activities. A schedule of expected costs shall be prepared by the Saratoga Department of Public Works Supervisor after identification of the municipal sites to be used for the special event. Applicant shall post a cash bond as a refundable deposit against the estimated cost when requested.
6. ☒ Neither the Applicant, 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 Applicant or its employees, agents, servants or helpers.
7. ☒ Fees may be charged for the use of Town Property: Applicant 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.

8. 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.

9. Applicant shall designate a local agent to sign this 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.

10. 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.

11. If Applicant 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.

12. The Applicant 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 Applicant will be responsible for reimbursing the Town for additional bookkeeping or clerical costs.

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

Susan Selph
Signature of Applicant

1.2.25
Date

Application approved:

Mayor /Clerk

Date: _____

**TOWN OF SARATOGA – PERMIT APPLICATION
REQUEST FOR WAIVER OF OPEN CONTAINER LAW**



Permit No. _____
 Permit Fee: \$25.00 Fee Paid: _____ Receipt No. _____

Pursuant to the Town of Saratoga Municipal Code, the governing body and Town Clerk are authorized to issue a permit which waives the Town's container restrictions as defined in the Town of Saratoga Municipal Code 5.08.210(4)

APPLICANT NAME: Susan Smith
 NAME OF EVENT: 307 GoFast on Ice
 ADDRESS (City/State/Zip): SARATOGA WY 82331
 TELEPHONE NO. 307 321 1404

IF APPLICANT IS REPRESENTING AN ORGANIZATION, PLEASE PROVIDE THE FOLLOWING:

ORGANIZATION NAME: 307 GoFast
 ORGANIZATION ADDRESS: SARATOGA WY 82331
 ORGANIZATION TELEPHONE NO. 307 321 1404

 IS THE APPLICANT THE CONTACT PERSON FOR THE EVENT: _____
 If no, Please provide Name/Telephone Number and Address of contact person: _____

LOCATION OF EVENT: SARATOGA LAKE
 DATE(S) OF EVENT: 2/18/25 & 2/22/25
 PERMIT HOURS REQUESTED: 8:00 AM - 6:00 PM

 The undersigned hereby requests a waiver of the open container provisions pursuant to the Town of Saratoga Municipal Code 5.08.210(4) for the above listed event

Applicant Signature: Susan Smith Date: 1-2-25

 Approval

Date: _____

Mayor: _____

Clerk: _____

Copies to:
 Saratoga Police Department

ORDINANCE NO.

AN ORDINANCE GRANTING TO BLACK HILLS WYOMING GAS, LLC d/b/a BLACK HILLS ENERGY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT, PERMISSION AND AUTHORITY TO CONSTRUCT, MAINTAIN AND OPERATE A GAS TRANSMISSION AND DISTRIBUTION SYSTEM, INCLUDING MAINS, PIPES, CONDUITS, SERVICES AND OTHER STRUCTURES, IN, UNDER, UPON, OVER, ACROSS AND ALONG THE STREETS, ALLEYS, BRIDGES AND PUBLIC PLACES WITHIN THE PRESENT AND FUTURE CORPORATE LIMITS OF THE TOWN OF SARATOGA, WYOMING FOR THE FURNISHING, TRANSMISSION, DISTRIBUTION AND SALE OF GAS WHETHER ARTIFICIAL, NATURAL, MIXED OR OTHERWISE FOR LIGHTING, HEATING, DOMESTIC, INDUSTRIAL AND OTHER USES IN SAID CITY, LIMITING THE TERM OF SAID GRANT, PRESCRIBING THE TERMS AND CONDITIONS UNDER WHICH SAID COMPANY MAY OPERATE, AND REPEALING ORDINANCE NO. 733.

SECTION 1. DEFINITION OF TERMS

- 1.1 Terms.** For the purpose of this Franchise, the following terms, phrases, words, and abbreviations shall have the meanings ascribed to them below. When not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number, and words in the singular number include the plural number:
- a) "Affiliate" means an entity that owns or controls, is owned or controlled by, or is under common ownership with Grantee.
 - b) "Gas Utility Service" means the receipt of natural gas from a transporting pipeline at any receipt point and/or distribution of Customers of natural gas service.
 - c) "Gas Utility System" or "System" means, the facility consisting of a set of transportation and distribution pipelines and control equipment or other equipment that is used to permit Grantee to provide Gas Utility Service to Customers in Town. The term includes the Gas Utility System as a whole, or any part of the Gas Utility System, including but not limited to any electronic devices, pipelines, valves, anchors, wires, cable, conduit, vaults, gas compressors, meters, laterals, manholes and other appliance fixtures and property necessary and pertinent to the operation of the Gas Utility System.
 - d) "Town" shall mean the Town of Saratoga, Wyoming, or the lawful successor, transferee, or assignee thereof.
 - e) "Franchise" shall mean this document, all exhibits thereto, all matters incorporated by reference and all amendments thereto, issued by the Town, which collectively authorize construction, operation and

maintenance of the Gas Utility System for the purpose of offering Gas Utility Service to Customers.

- f) "Grantee means Black Hills Wyoming Gas, LLC, d/b/a Black Hills Energy or the lawful successor, transferee, or assignee thereof.
- g) "Gas" means any mixture of hydrocarbons or of hydrocarbons and non-combustible gases, in a gaseous state, consisting essentially of methane.
- h) "Person" means an individual, partnership, association, joint stock company, trust corporation, or governmental entity.
- i) "Public Service Commission (PSC)" means the public service commission of Wyoming, created and established by Wyoming State statute to regulate and supervise public utilities within the state.
- j) "Public Ways" shall mean the surface of, and the space above and below, any public street, highway, bridge, alley, sidewalk, parkway, or other public right-of-way, including, but not limited to public easement, dedicated strip, or public right-of-way now or hereafter held by the Town and dedicated for compatible uses that, within its proper use and meaning, and consistent with the terms, conditions and provisions pursuant to which the same was created or dedicated, properly is used by Grantee for the purpose of installing, maintaining and operating the Gas Utility System.
- k) "Service Area" means the present municipal boundaries of the Town and shall include any future additions thereto by annexation or other legal means.
- l) "Therms" shall mean one hundred thousand (100,000) British thermal units.
- m) "Customer" means a person or user of the Gas Utility System who lawfully receives Gas Utility Service therefrom.

SECTION 2. GRANT OF FRANCHISE

- 2.1 Grant** In consideration of the benefits to be derived by the Town and the public thereof from the construction and operation of a gas transmission and distribution system the Town hereby grants a non-exclusive franchise to Grantee which authorizes the right, permission and authority to construct, maintain and operate a gas distribution system within the Service Area and for said purpose there are hereby further granted to Grantee the right, permission and authority to lay, install, construct, maintain and operate in, under, upon, over, across and along all of the public ways within the Service Area all mains, pipes, services, conduits and structures necessary or convenient for the furnishing, distribution and sale of gas whether artificial, natural, mixed or otherwise for lighting, heating, domestic,

commercial, industrial and other uses, and for transmitting such gas into, through or beyond the limits of said Town to other towns, cities and Customers.

- a) Any other use of Gas Utility System requires written authorization of the Town and amendment of this Franchise.

2.2 Term. The Franchise granted pursuant to this Ordinance shall be an initial term of twenty-five (25) years from the effective date of the Franchise as set forth in Section 2.3, unless otherwise lawfully terminated in accordance with the terms of this Franchise; provided, however, the Town reserves the right at the end of each ten (10) year period from and after the effective date of the Franchise, to renegotiate the provisions of this ordinance with the Grantee, its successors or assigns.

2.3 Acceptance; Effective Date. Grantee shall accept the Franchise granted pursuant hereto by signing this ordinance and filing same with the Town Clerk within sixty (60) days after the passage and final adoption of this Franchise by the Town. Subject to the acceptance by Grantee, and subject to all conditions precedent being satisfied, the effective date of this Franchise shall be January 1, 2025.

2.4 Rights Reserved. The Town reserves its rights under its lawful police powers. The Town, among other things, does not waive any rights it may have under any requirements of local law or regulations as amended, including zoning codes, codes regarding building permits and fees, or time or manner of construction in accordance with the standard specifications for street construction, and all other applicable codes.

2.5 Effect on Prior Franchise. Ordinance No. 733 shall be of no further force and effect as of the effective date of this Franchise, but except as otherwise agreed, shall remain in effect for purposes of matters or claims relating to acts or omissions occurring prior to the effective date of this Franchise.

2.6 Public Service Commission Rules and Regulations. If any section, subsection, phrase, provision or language of this Franchise is found in conflict with the rules and regulations or requirements of the Public Service Commission, only the specific section, subsection, phrase, provision or language in conflict shall be null and void, and all other sections, subsections, phrases, provisions and language of this Franchise shall remain in full force and effect.

SECTION 3. FRANCHISE FEE

3.1 Franchise Fee.

- a) As compensation for the use of valuable Public Ways, Grantee shall pay the Town \$0.0085 per therm for gas delivered to residential and commercial customers within the service area. The franchise fee payment shall be due and payable quarterly on or before the fifteenth day of January, April, July and October and shall be computed upon the total volume in therms during the previous quarter. The Town may on each five (5) year

anniversary of this franchise adjust or modify the fee per therm; provided however, the Town will be limited to a total annual franchise fee of up to an imputed 3% of revenue, based on the preceding five (5) year average annual imputed revenue for all volumes transported on Grantee's distribution system within the Town, with each 5 year review period limited to an imputed 1% of revenue increase, based on the preceding five (5) year average annual imputed revenue for all volumes transported on Grantee's distribution system within the Town.

- b) The Town must provide 60 days written notice to the Grantee prior to any such anniversary of such adjustment or modification. If 60-days written notice is not provided by Town to Grantee, the franchise fee in effect shall continue.
- c) Such payment shall be in lieu of any and all other fees, charges, licenses, taxes or assessments which the Town may impose for the rights and privileges herein granted or for the privilege of doing business within the Service Area and, in the event any such fee, charge, license, tax or assessment shall be imposed by the Town, the payment to be made in accordance with the provisions of this section shall be refunded in an amount equal to the annual burden of such fee, charge, license, tax or assessment imposed upon the Grantee. Ad Valorem property taxes imposed generally upon all real and personal property within the Service Area shall not be deemed to affect the obligation of the Grantee under this section.

3.2 No Accord or Satisfaction. Acceptance of any franchise fee payment shall not operate as an accord or satisfaction, or waiver of any right under the Franchise or law, provided, however, unless the Town shall commence an action within five years of the due date of the payment or Town's right to recovery on any payment, the collection of such franchise fee shall be deemed barred.

3.3 Reporting. Each franchise fee payment shall be accompanied by a report reflecting total volumes in therms by category of customer class applicable to payment and attested to by the person principally responsible for the financial operations of Grantee. Grantee shall at all times keep and maintain a full, true, and correct account of volumes transported on Grantee's distribution system within the Town. Grantor reserves the right to audit and recompute any and all amounts paid under and pursuant to the franchise. No acceptance of any payment made shall be construed as a release, waiver or as an accord and satisfaction of any claim grantor may have for further or additional sums payable under the franchise, or for the performance of any other obligation under the franchise.

SECTION 4. GENERAL INSTALLATION AND OPERATIONAL STANDARDS

4.1 General Conditions on Use.

The Grantee is further granted the right, privilege and authority to excavate in, occupy and use any and all streets, alleys, viaducts, bridges, roads and lanes under the supervision of the properly constituted authority for the purpose of bringing gas into, within and through the Town, and supplying gas to said Town and the

inhabitants thereof and in the territory adjacent thereto, provided however, that the Grantee shall so locate its plants, works, transmission and distribution structures, equipment, mains and pipes within said Town in a manner to meet with the approval of the Town and further in locating said facilities shall do so in such manner as to cause minimum interference with the proper use of streets and alleys and to cause minimum interference with the rights or reasonable convenience of property owners whose property adjoins any of the said streets, and alleys. Should it become necessary for the Grantee, in exercising its rights and performing its duties hereunder, to interfere with any graveled or paved streets, roads or alleys, or any other public or private improvement, the Grantee shall repair at its own expense in a workmanlike manner subject to the approval by the Town and in accordance with the provisions of the Town Municipal Code, such graveled or paved street, road, alley, or other improvement after the installation of its pipes or other structures. In the event such repair and associated clean up is not made within a reasonable period of time, which in no event shall be longer than thirty (30) days, unless weather or other causes beyond the parties' control prevent the replacement of the paving or surface, of notice to Grantee, the Town may at its option, replace such paving or surface and associated clean up at its costs and Grantee agrees to pay said costs immediately upon receipt. Grantee shall be responsible for ensuring that the work of contractors and subcontractors is performed consistent with the Franchise and applicable law. The Grantee shall use due care not to interfere with or damage any water mains, sewers, or other structures now in place or which may hereafter be placed in said streets, alleys, or other public places, and said Grantee shall, at its own expense, repair in a workmanlike manner subject to the approval of the Town and in accordance with the provisions of "the Town Municipal Code, any such water mains, sewers, or other structures which are damaged through the action of the Grantee, provided, however, that the Town may make such repairs and charge the reasonable cost thereof to the Grantee.

- a) Grantee shall, at its cost, install, construct, operate and maintain its Gas Utility System according to Town codes and regulations so as to permit the Town to install, construct, maintain, or operate any public works, public improvements, or other publicly-owned facilities or systems
- b) Grantee may not endanger nor unreasonably interfere with the lives or property of persons; unreasonably interfere with property of the Town or any public utility; or unnecessarily hinder or obstruct use of the Public Ways. The Franchise does not establish priority for use of Public Ways over holders of other permits or franchises. The Town shall control distribution of space in the Public Ways as per Chapter 12.08 in its entirety of the Saratoga Municipal Code but may not exercise that authority unreasonably.
- c) The Gas Utility System shall be installed in Public Ways and other places within the limits of the Town after coordinating said installation with the Town's designee.
- d) Without obtaining the prior written approval of the Town, Grantee shall not install

or erect its Gas Utility System in or on public property, rights-of-way or in any privately- owned area within the Town that has not yet become a Public Way but is designated or delineated as a proposed Public Way on any subdivision plat submitted for approval by the Town.

- e) In addition to requirements of local law and conditions established by the utilities whose facilities are used by the Gas Utility System, all construction, operation and maintenance shall be performed in substantial accordance with good engineering practices, and without limitation, in substantial accordance with the rules and regulations of the PSC and the terms and conditions of Town codes and State statutes as revised from time to time.

4.2 Accuracy of Maps. The Town does not guarantee the accuracy of any maps showing the horizontal and vertical location of existing infrastructures. In Public Ways, where necessary, the location of Town public utilities (water and sewer), shall be verified by excavation according to the provisions of the Wyoming Underground Facilities Notification Act, Wyoming State Statute 37-12-301 through 37-12-302, 2004 Edition.

4.3 Maps and Plats. Upon request, the Company must promptly and confidentially provide the Town complete and accurate mapping information for any of its Gas Facilities.

4.4 Gas Utility Locates. Grantee will locate gas facilities in accordance with Wyoming statute, to include locates for planning and design projects.

4.5 Relocation at Request of Town. If the Town elects to change or alter the grade of any public way or to construct new or additional water or sewer lines, Grantee, upon being directed by the Town's designee, shall, where the same becomes necessary by reason of change of grade or construction of water or sewer lines, move or relay its mains or service pipes; provided, Grantee shall be compensated by Town for costs incurred by Grantee in relocating lines or facilities.

SECTION 5. GAS UTILITY SYSTEM FACILITIES, EQUIPMENT, AND SERVICES

5.1 Gas Utility System Design Review Process. Grantee shall meet with Town when upgrades to the Gas Utility System are anticipated for the upcoming year or upon the Town's request.

5.2 Gas Utility System Maintenance.

- a) The Grantee shall maintain and operate its structures, apparatus, mains, pipe and other equipment and render efficient service in accordance with the rules and regulations of the PSC and the terms and conditions of Town codes and State statutes as revised from time to time.
- b) Whenever the delivery or supply capability of Grantee's Gas Utility System, due to any cause whatsoever not limited to force majeure, is such that Grantee is unable

to deliver to Customers served by Grantee the quantity of gas which the Customers require, Grantee shall have the right to prescribe reasonable rules and regulations for allocating the available quantities of gas among such Customers.

- c) Grantee shall have the right, when properly identified, to enter the premises of Customers at reasonable hours for the purpose of reading meters, to examine the piping, appliances and other equipment relating to Grantee's service and to ascertain loads and make necessary tests.

SECTION 6. LIABILITY AND INDEMNITY

6.1 Indemnity. Grantee shall indemnify, defend, and save the Town harmless from all loss or damages sustained by the Town on account of any suit, judgment, execution, claim, or demand (including reasonable legal fees incurred) resulting from or arising out of Grantee's negligent or willful acts or omissions whether authorized or unauthorized under the Franchise that (1) arise out of Grantee's use or attempted use of the Public Ways; and (2) arising out of any claim as a result of Grantee's operation of the System; or for Grantee's invasion of the right of privacy, libel, slander, copyright violation or patent infringement; provided, however, Grantee's obligation to indemnify and hold harmless the Town under this Franchise shall not apply with respect to any negligent or willful acts or omissions of the Town or its agents or contractors. Town shall notify Grantee promptly after the presentation of any claim or demand, either by suit or otherwise, made against the Town on account of any action or omission by Grantee which is subject to indemnification under this Provision. The duty to indemnify shall include the duty to pay all necessary costs the Town incurs in connection with defending against action of claim, including its reasonable attorney's fees. Grantee's compliance with these indemnity provisions shall in no way limit any other remedies available to the Town under this Franchise or at law or equity. The obligations under this paragraph shall not extend to any injury, loss, or damages to the extent it is caused by the act, omission, error, professional error, mistake, negligence, or other fault of the Town, elected or appointed officials, its officers, agents, boards or its employees.

6.2 No Waiver of Immunities. Notwithstanding the above, nothing in this Franchise shall be read to constitute or to require a waiver of any rights of the Town under the doctrine of sovereign immunity.

SECTION 7. FORFEITURE

The franchise may be forfeited, at the option of the Town or Grantee for failure to observe the material terms and conditions set forth in this ordinance. Forfeiture may be exercised by written notice to the Town or Grantee of the failure to observe the terms and conditions of this ordinance. Provided however, the defaulting party shall

have a reasonable amount of time to cure such failure or refusal. In the event of any failure or violation, the Town may sue in its own name in the manner provided by law for the forfeiture of the franchise without the necessity of resorting to procedures in quo warranto. Further, in the event of any such action, the party (Town or Grantee) which obtains a judgment entered in its favor shall be entitled to payment of all reasonable attorneys' fees and costs incurred by the other party. The exercise of the remedy of forfeiture shall not preclude exercise of any other right or remedy given to the Town by law, whether exercised concurrently or subsequently.

SECTION 8. SUPPLY OF GAS

In the event the available supply of gas shall at any time fail or become insufficient to supply the needs of the public of said Town, or should Grantee for any reason be unable to furnish the service herein contemplated, or upon the termination of this franchise for any reason whatsoever, Grantee shall have the right to remove any and all of its pipe and other equipment or property from said Town, but in such event Grantee shall restore the streets, alleys and other public places to as good condition as before such removal, and will hold said Town harmless from damage and expense incident to such removal. In the event Grantee elects to exercise this right of removal, Grantee shall provide security in an amount sufficient to cover costs of restoring and repairing said streets, alleys and other public places prior to removal of any lines.

SECTION 9. TRANSFER

- 9.1 Transfer.** Grantee shall notify Town forty-five (45) days prior to assignment of this Franchise to any non-affiliated entity.

SECTION 10. MISCELLANEOUS

- 10.1 Effect of Preemption: Federal and State Law.** Grantee and Town must comply with all applicable provisions of federal and state law. If the Town's ability to enforce any Franchise provision is preempted, then the provision shall be deemed preempted but only to the extent and for the period the preemption is required by law. If, as a result of a change in law or otherwise, the provision would again be enforceable, it shall be enforceable without the requirement of further action on the Town's part.
- 10.2 Severability.** If any section, subsection, sentence, clause or phrase of this Franchise is for any reason held illegal, invalid, or unconstitutional by the decision of any court of competent jurisdiction, or by any state or federal regulatory authority having jurisdiction thereof, such decision shall not affect the validity of the remaining portion hereof.

- 10.3 Acts of God.** Grantee shall not be deemed in default or violation of provisions of this Franchise where performance was rendered impossible by war or riots, civil disturbance, tornadoes, floods or other natural catastrophes, or other events beyond Grantee's control, and the Franchise shall not be revoked or Grantee penalized for such violation, provided Grantee takes immediate and diligent steps to bring itself back into compliance and to comply as soon as possible with the Franchise under the circumstances without endangering the health, safety, and integrity of Grantee's employees or property, or the health, safety, and integrity of the public or public or public or private property.
- 10.4 Other Matters.** If, for any other reason beyond its control, Grantee is unable to comply with the terms and conditions of this Franchise, or if the Town determines that there are issues that may be beyond its control to address and which ought to be addressed by amendments to this Franchise, then the parties shall meet to discuss these issues in good faith and to establish such reasonable amendments, extensions and other changes to the Franchise requirements as they agree are appropriate.
- 10.5 Notice.** Unless otherwise expressly agreed to by the parties, every notice or response to be served upon the Town or Grantee shall be in writing, and shall be deemed to have been duly given to the required party five (5) business days after having been posted in a properly sealed and correctly addressed envelope, postage prepaid, at a Post Office or branch thereof regularly maintained by the U.S. Postal Service.

The notices or responses to Grantee shall be addresses as

follows:

Black Hills Energy
7001 Mt. Rushmore Rd.
Rapid City, SD 57702

The notices or responses to the Town shall be addressed as follows:

Town of
Saratoga
Attention: Mayor
P.O. Box 486
Saratoga, Wyoming 82331

- 10.6 No Waiver.** The failure of either party, upon one or more occasions, to exercise a right or to require compliance or performance under the Franchise or any other applicable law shall not be deemed to constitute a waiver of such right or a waiver of compliance or performance for any other occasion, unless such right has been specifically waived in writing. Nothing in this franchise shall be read to constitute or require a waiver of any rights of the Town under the doctrine of sovereign immunity or as provided in the Wyoming Governmental Claims Act.
- 10.7 Remedies Cumulative.** Except as otherwise expressly provided herein, remedies

provided herein are cumulative and in addition to other rights either party may have at law or equity or under the Franchise; the exercise of one remedy shall not foreclose the exercise of others, nor shall it relieve either party of its obligation to comply with any provision of the Franchise.

- 10.8 Compliance with Applicable Law.** The parties shall at all times be subject to and shall comply with all applicable Federal and State laws and regulations.
- 10.9 Time is of the Essence.** In determining whether Grantee has substantially complied with the Franchise, the parties agree that time is of the essence to the Franchise.
- 10.10 Descriptive Headings.** The headings set forth herein are descriptive only.
- 10.11 Choice of Law, Venue.** This Franchise shall be governed by the laws of the State of Wyoming. Any action regarding the Franchise, its terms, or the rights and responsibilities of the parties shall be brought only in the State or Federal District Courts of Wyoming. If any legal action is instituted to enforce any of the terms of this agreement, the prevailing party's reasonable attorney's fees and all costs of the action including court costs, expert witness fees and all other actual expense incurred in the prosecution or defense of the action shall be paid by the other party.
- 10.12 Effective Date.** This Franchise shall be in full force and effect from and after its final passage and publication as required by law. Upon acceptance by Grantee, this Franchise shall be held to constitute a binding contract between the Town and Grantee, subject to its terms and conditions.

BE IT FURTHER ORDAINED: That Ordinance No. 733 is hereby repealed.

Passed, adopted and approved this _____ day of _____, 20____.

TOWN OF SARATOGA, WYOMING
A Municipal Corporation

CHUCK DAVIS, MAYOR

ATTEST:

CITY CLERK

(SEAL)

BLACK HILLS WYOMING GAS LLC
dba BLACK HILLS ENERGY

Name:
Title:
Date:

1st Reading:
2nd Reading:
3rd Reading:

Publish:

Danny Burau
110 E Main Ave
Saratoga, WY 82331
danny@firewaterpublichouse.com
307-326-3572

December 17, 2024

Mr. Mayor and Members of the Town Council,

I am writing to formally notify the Town Council of my decision to relinquish the liquor license for my establishment, Firewater Public House, LLC, DBA The Malt Burger Bar, located at 110 E Main Ave, Saratoga, WY, effective December 31, 2024.

I have decided to discontinue the operation of the licensed bar and grill, and I will no longer require the liquor license associated with the business.

Please let me know if there are any additional steps I need to take in order to finalize the relinquishment process.

Thank you for your attention to this matter. Should you need any further information or clarification, please do not hesitate to contact me at 303-641-2329 or danny@firewaterpublichouse.com.

Sincerely,
Danny Burau
Owner
The Malt Burger Bar



MOUNTAIN STATES

CPAs and Consultants, LLC

340 Christina Drive
Lander, WY 82520
307-349-8845
timfixter@mountainstatescpa.com

Invoice

BILL TO:
Town of Saratoga

P.O. Box 486
110 E. Spring Ave
Saratoga, Wyoming 8331
307-326-8335

INVOICE #

140397

DATE

1/2/24

INVOICE DUE DATE

Upon Receipt

DESCRIPTION
AMOUNT

Final Billing for the 2024 audit. Thanks to Corina and her team for all the help time and attention to get the audit completed in time to have it submitted to the department of audit before the 12/31 deadline. You guys took on a lot with completing three audits this year and we sure appreciate the opportunity to work with you all. This brings the billing to 28,700 which is below the engagement letter estimate and about 12% less than the prior year audit. We were only able to get that efficiency with how responsive to our questions you all have been. Thanks and keep in touch throughout the year.

\$13,276

Expenses

0.00

NOTES:
TOTAL

Special thanks to everyone at the town for being so timely and diligent with the Suralink requests. It allowed a huge amount of progress to be made for the audit. Thanks!!

\$13,276

Make all Checks Payable to Mountain States CPA's and Consultants

ORDINANCE NO. 633

AN ORDINANCE AMENDING ORDINANCE NO. 2.04.010 OF THE TOWN OF SARATOGA MUNICIPAL CODE, SARATOGA, WYOMING.

WHEREAS, Section 2.04.010 of the Town of Saratoga Municipal Code sets forth the dates of regular monthly meetings; and,

WHEREAS, the governing body of the Town of Saratoga has determined that it is in the Town's best interest to change the regularly scheduled meetings as set forth by Town of Saratoga Ordinance 2.04.010;

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING THAT SECTION 2.04.010 OF THE SARATOGA MUNICIPAL CODE SHALL BE AMENDED IN ITS ENTIRETY TO READ AS FOLLOWS:

1. Regular Meetings:

The Town Council shall meet regularly on the First and Third Tuesdays of each month. All meetings of the Town Council shall be open and public, except for executive session.

2. Effective Date:

This Ordinance shall become effective immediately upon passage and publication.

PASSED ADOPTED AND APPROVED this 15 day of June, 1998,

TOWN OF SARATOGA

By: 

MAYOR

ATTACHMENT 1

This is Task Order No. 24422.00,
consisting of 5 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 17, 2023 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

22-446-250

- a. Effective Date of Task Order: December 20, 2024
- b. Owner: Town of Saratoga (Town)
- c. Engineer: Engineering Associates (EA)
- d. Specific Project (title): Saratoga Pedestrian Improvement Project
- e. Specific Project (description): Survey & Design for new sidewalk, curb & gutter, drive approaches and other associated work. ADA requirements will be implemented into design. Specific location of the project will be in two separate locations:
 - 1. W. Elm Ave from the Saratoga Middle High School (Elm & 7th) to the Saratoga Elementary School (Elm & 3rd);
 - 2. E. Bridge Ave from west side of WYDOT bridge to SE River, then south along SE River to Pic Pike, then east on Pic Pike to Arrowhead Dr.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference (inapplicable services are stricken):

- ~~Study and Report Services (Exhibit A, Paragraph A1.01)~~
- Preliminary Design Phase (Exhibit A, Paragraph A1.02)
- Final Design Phase (Exhibit A, Paragraph A1.03)
- ~~Bidding or Negotiating Services (Exhibit A, Paragraph A1.04)~~
- ~~Construction Phase Services (Exhibit A, Paragraph A1.05)~~

• ~~Including Resident Project Representative (RPR) services (A1.05.A.2)~~

/OR/

~~Not including Resident Project Representative (RPR) services (A1.05.A.2)~~

Exhibit K – Amendment to Task Order

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- ~~Post-Construction Phase Services (Exhibit A, Paragraph A1.06)~~
- ~~Commissioning Services (Exhibit A, Paragraph A1.07)~~

B. ~~Resident Project Representative (RPR) Services~~

~~If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.~~

C. ~~Designing to a Construction Cost Limit~~

~~Under this Task Order, Engineer will design to a Construction Cost Limit, subject to the terms of Paragraph 5.02 of the Agreement and of Exhibit F to the Agreement. Exhibit F is expressly incorporated by reference. The Construction Cost Limit is \$ _____. The bidding or negotiating contingency to be added to the Construction Cost Limit is _____ percent.~~

D. Other Services

Engineer shall also provide the following other services:

- None

- E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

Additional Services that may be authorized or necessary under this Task Order are as follows:

- N/A

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following:

- N/A

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

<u>Task #</u>	<u>Party</u>	<u>Action</u>	<u>Schedule</u>
---------------	--------------	---------------	-----------------

Exhibit K – Amendment to Task Order

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1	Engineer	Provide Preliminary Layout of proposed alignments based on direction from Town	On or before February 12, 2025
2	Engineer	Provide 70% Layout based on direction from the Town	On or before March 1, 2025
3	Engineer	Provide Final Design	On or before April 11, 2025

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services (Part 1 of Exhibit A)	\$	Standard Hourly Rate
— a. Study and Report Phase (A1.01)	—\$	Standard Hourly Rate
b. Preliminary and Final Design Phase (A1.02, A1.03)	\$ 60,000	Standard Hourly Rate
— c. Bidding or Negotiating Phase (A1.04)	—\$	Standard Hourly Rate
— d. Construction Phase (A1.05)*	—\$	Standard Hourly Rate
e. Resident Project Representative Services (A1.05.A.2) *	—\$	Standard Hourly Rate
— f. Post-Construction Phase (A1.06)	—\$	Standard Hourly Rate
— g. Commissioning Phase (A1.07)	—\$	Standard Hourly Rate
— h. Other Services (see A1.08, and 2.D above)		Standard Hourly Rate
TOTAL COMPENSATION (lines 1.a-h)	\$ 60,000	Standard Hourly Rate
2. Additional Services (Part 2 of Exhibit A)	(N/A)	(N/A)

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are outlined in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

- N/A

Exhibit K – Amendment to Task Order

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8. Other Modifications to Agreement and Exhibits:

- N/A

9. Attachments:

- N/A

10. Other Documents Incorporated by Reference:

- N/A

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 7, 2025.

OWNER:

ENGINEER:

By: _____

By: _____

Print Name: _____

Print Name: Craig Kopasz, PE

Title: _____

Title: EA Saratoga Office Manager

Firm's Wyoming Registration No. WY-0008

State of: Wyoming

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Emery Penner

Name: Craig Kopasz, PE

Title: Director of Public Works

Title: Saratoga Office Manager

Address: 110 E. Bridge Ave, PO Box 486,
Saratoga, WY 82331

Address: 211 N. 1st St., Saratoga, WY 82331

E-Mail Address: e.penner@saratogawyo.org

E-Mail Address: craig.kopasz@eaengineers.com

Phone: (307) 326-8335

Phone: (307) 326-8301 [office]
(970) 310-5927 [cell]

Exhibit K – Amendment to Task Order

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Page 5

DATE: Jan 09, 2025 - 10:44am CAD OPERATOR: WJL/John
LAYOUT NAME: OVERALL SITE PLAN
DRAWING FOLDER: \\10.250.250.25\Draws\2025\Saratoga Pedestrian Improvement Project\AutoCAD\24-1212 Saratoga Sidewalk Layouts.dwg



DATE	DRAWING LOG	BY	CHECKED	APPROVED	DRAWN BY: SDG	DATE: 12/13/2024	CLIENT: TOWN OF SARATOGA	PROJECT: SARATOGA PEDESTRIAN IMPROVEMENT PROJECT	SHEET 2
					JOB NO.: 24422	SCALE: AS SHOWN		TITLE: OVERALL SITE PLAN	OF 20
					FIELD BOOK NO.: #####				

ENGINEERING ASSOCIATES
211 N. FIRST ST.
P.O. BOX 370
SARATOGA WY 82331
(307) 326-8301



1930 S Alma School, Ste B-219, Mesa AZ 85210-3045
Office: 480-588-6327

Streets
10-431-248

CUSTOMER ESTIMATE

*** Good for 30 days from date shown below ***

Sales Representative: Landon Dipprey
Cell Phone #: 602-619-2191
eMail: l.dipprey@desertmtncorp.com

Item 19)

Bill to: City of Saratoga PO Box 486 Saratoga, WY Zip: 82331	Ship to: City of Saratoga City Yard Saratoga State: WY Zip: 82331	Date: 1/2/2025 MAIN CONTRACT # PURCHASE ORDER # FSC=\$2.588/gal Base Rate PADD4 Ton
Sales Tax ID#: na AP Name: John Lasko AP Phone#: 307-329-5806 AP eMail: townhall@saratogawyo.org	County: Carbon Site Contact: Eugene Stubbs Site Phone#: 307-710-0807 Site eMail: e.stubbs@saratogawyo.org	

~ INTERNAL USE ONLY ~ DMC Location Code WY01 Mileage from WY01 450 ~ INTERNAL USE ONLY ~

Quantity	Unit	Item Code / Description	Item Notes	Price	Total
32	Ton	ISRS / Ice Slicer RS	Delivered to Storage	149.00	4,768.00
					-
					-
					-
					-
					-
					-
					-
					-
32	Ton	FSC / Fuel Surcharge	Determined by Rocky Mountain National Fuel Average	6.44	206.08
					-
					-
					-
					-
					-
					-

* Fuel Surcharge May be applied if fuel goes above the per gallon price of \$2.588
** Sales Tax Not Included
*** Any Stand-by Time associated with contractor delays (pre-watering not complete, shutdowns, etc...) will be charged at \$145 per hour

SUBTOTAL 4,974.08
Sales Tax Not Included

Job Description and Special Notes

Additional email: e.penner@saratogawyo.org

When placing Order you MUST sign Here----->

Signature and Title

Date



The Town of Saratoga will accept sealed bids from qualified persons or firms interested in providing the following:

**CONTRACT FOR MOWING SERVICES
FOR THE TOWN OF SARATOGA PUBLIC WORKS DEPARTMENT
IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS**

MANDATORY BID MEETING WILL BE HELD AT:

****THE SARATOGA TOWN HALL**:**

ON:

10:00 A.M. on Tuesday, February 11, 2025

BIDS MUST BE RECEIVED BY AND WILL BE OPENED AT:

10:00 A.M. on Tuesday, February 18, 2025

**PLEASE MARK ON ENVELOPE "Town of Saratoga Mowing Contract Bid" AND
RETURN TO:**

Town of Saratoga
Emery Penner, Director of Public Works
110 E. Spring Ave
Saratoga, WY 82331

Direct all questions regarding this bid to Emery Penner by phone at 307-447-2882. The Town reserves the right to reject all bids, to waive technical defects in bids, and to select the bid deemed most advantageous to the Town.

Invitation to Bid

The Town of Saratoga, Wyoming is requesting competitive bids from qualified persons and firms for providing transportation, equipment, supplies, materials, and labor to perform mowing services for the Public Works Department. Interested bidders should review specifications and attachments and submit bid to:

Town of Saratoga
Emery Penner, Director of Public Works
110 E. Spring Ave
Saratoga, WY 82331

Bids shall be in a sealed envelope and marked "Town of Saratoga Mowing Contract Bid". Envelopes shall include all required documents as indicated on the Bid Form in these documents (Page 9).

Bids shall be submitted by **February 18, 2025 at 10:00 A.M.** and will be opened at the same time and place. No decision regarding award will be made at that time.

There will be a **MANDATORY pre-bid meeting on Tuesday, February 11, 2025, at 10:00 A.M.** in the Town Council Room, 110 E. Spring Ave. Saratoga, WY 82331. **In order to turn in a qualifying bid, bidder or bidder's agent must attend the mandatory pre-bid meeting and sign into the sign in sheet provided at the meeting.** A review of the contract specifications will be presented with estimated acreages, mowing quantities, and answer any questions the bidder(s) may have. All bidders are encouraged to attend. If there are questions about these bid documents, please contact Emery Penner at 307-447-2882.

Please note, all bidding parties must be registered with the Wyoming Secretary of State.

****THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK****

Grounds Maintenance Specifications

1. Contract Times:

This contract shall presume upon its signing by both parties. Unless terminated under additional provisions of this contract, this contract shall terminate on October 15, 2027.

- a. For the purposes of this contract a week is to be considered Sunday through Saturday.
- b. Mowing Times: Mowing shall begin May 1 and end Oct 1 in every year of this contract.
- c. Fertilizer Times: 1st application shall be completed no later than June 1st of every year of this contract. 2nd application shall be completed no earlier than August 1 and no later than August 30th of each year of this contract.
- d. Weed Control Times: 1st application shall be completed no later than June 1st of every year of this contract. 2nd application shall be completed no earlier than August 1 and no later than August 30th of each year of this contract.
- e. Overseeding Times: The single overseeding application shall take place no later than April 15th of each year of this contract.
- f. Additional cuts: Additional cuts may take place 4 weeks prior to the mowing time window referenced in section a. to 4 weeks after the mowing time window. Contractor has 7 days to complete the additional cut(s).
- g. Repair times: Damages to Town infrastructure and facilities shall be repaired by the Contractor immediately.
- h. Unless approved by the project manager all work completed under this agreement shall be completed within a Monday through Friday 7:00am to 5:00pm window.
- i. Work under this contract shall not be completed during practices, games or special events taking place on the locations identified herein. It is the responsibility of the Contractor to be aware of the dates and times of these events.

2. Billing and Payment:

- a. Each invoice shall be itemized by the work completed. Listing base bid cutting and property serviced, fertilized, additional cuts completed etc.
- b. Work shall be billed for only work actually completed, if a cutting of a property on the base bid schedule is eliminated by inclement weather, that property is not billable under this contract. Missed cuttings due to weather may not be made up under this contract unless directed by the project manager.
 - i. If a property is not mowed on week one. It is not billable. This does not mean that the property is then allowed to be mowed twice on week 2 unless approved by the project manager.
- c. At the end of the mowing (October 1, 20xx) annually the Contractor may bill the Town for the remaining amount of the base bid total if the guaranteed amount of cuttings was not realized during the cutting season.
- d. The Contractor shall be required to invoice the Town weekly. Upon its review and approval by the Director of Public Works and Town Council the submitted invoice shall be paid to Contractor within 30 days of submittal. Though the Town is provided with the 30-day payment window, payment is often made bi-weekly.

3. Mowing:

Lawns shall be maintained at a height of 2 inch to 3 ½ inches throughout the growing season. In the areas possessing coarser, heavier native grasses (e.g. Veterans Island), the height of the grass may be slightly

higher than that for lawn grass (no more than 2 additional inches). All areas shall be kept neatly mowed and trimmed. No windrowing or visible clumps of clippings shall be allowed on areas listed in this contract. If this is not adhered to the clippings will be collected and disposed of by the Contractor at the Contractor's expense. The base bid of this contract requires that the properties be mowed once weekly for the duration of the mowing window in section 1. Frequency of mowing shall be determined by the growth rate and weather. The Town may request additional cuts under this contract as determined by the project manager. Reasons may be special events, faster growing periods, etc.

- a. Trash collection: All properties listed in this contract shall be walked and trash collected and removed prior to mowing. Any trash mowed over shall be cleaned and removed after mowing.
- b. Trimming: All properties in this contract shall be neatly trimmed. Areas to be trimmed shall be in locations where grass terminates against a border an object or the like. Examples include: sidewalks buildings, trees, benches, fences, tables and similar areas as each respective area is mowed. Any park items removed to gain access to areas for edging and trimming will be replaced at completion of work. Mowing, edging and trimming shall be done so as to cause the least possible inconvenience to park patrons these operations. Trimming shall not damage items being trimmed around. I.e. do not damage bark on a tree being trimmed around.
- c. Cleanup: Trimmings and clippings shall be removed from sidewalks and street areas after work is completed. They shall not be left in the gutters or in the roads.
- d. Additional cuts: Additional cuts for properties may be required by the project manager. If required, the contractor has 7 business days to complete the extra cuts. This will primarily look like certain properties being cut twice a week depending on the growing season. Additional cuts shall be billed by the rates submitted with this bid on the "Additional Services Pricing".

4. **Watering:**

The Town will be responsible for the watering of all facilities and shall also be responsible for the maintenance and operation of each facility's sprinkler systems. The Contractor shall be responsible for the immediate repair of any sprinkler system damaged by the Contractor. Any damaged or non-functioning sprinkler system identified by the Contractor during normal execution of the contract will be reported to the Town on the day the sprinkler system is noted as damaged or non-functioning. Any suggested repairs or improvements recommended by the Contractor as it regards to the Town's irrigation system, shall not be carried out unless approved by the project manager.

5. Weed Control:

All noxious weeds and plants within the subject properties shall be controlled and cut regularly as a part of the normal mowing operation. An herbicide that does not affect grasses shall be applied to the properties in this contract twice annually, once in early spring and once in late summer. These times shall be decided by the project manager with a two weeks' notice, but no later than the dates identified in section 1. Product for this application shall be provided by the Town, unless otherwise agreed upon by the parties. Compensation for provided materials for weed control shall be made outside of this contract.

6. Fertilizing:

A weed and feed fertilizer shall be applied to the properties in this contract twice annually. Once in early spring and once in late summer. These times shall be decided by the project manager with a two weeks notice, but no later than the dates identified in section 1. Applications shall be done in accordance with the product specifications. Product for this application shall be provided by the Town, unless otherwise agreed upon by the parties. Compensation for provided materials for fertilizing shall be made outside of this contract.

7. Overseeding:

The properties in this contract shall be overseeded in early spring prior to mowing. The properties shall be overseeded and the normal industry rate for existing lawns as determined by the product. The properties shall be overseeded with a rocky mountain blend seed mix that is suitable for growing at Saratoga's elevation and climate. This date is to be determined by the project manager with a two weeks' notice. But no later than the date identified in section 1. Seed for this application shall be provided by the Town unless otherwise agreed upon by the parties. Compensation for provided materials for overseeding shall be made outside of this contract.

8. Equipment and Materials:

Unless this contract determines otherwise, the Contractor shall provide all necessary equipment and materials necessary to complete the services described herein.

9. Subletting:

The Contractor shall not be permitted to assign or sublet this contract without the written permission of the Town.

10. Work Evaluation and Remedy:

The Town shall periodically inspect the Contractor's work. Due to the importance of this contract to the Town's green space system there will be a call back policy in place for the duration of the contract. If there is a problem with the quality of the contractors work identified by the project manager, notice will be given to the Contractor that there is an issue at one of the locations. From that point the Contractor has 72 hours to correct the issue. **If this issue cannot be corrected in the 72-hour window, Town staff will have the right to correct the issue and charge**

the Contractor at a rate of \$60/hour to correct the issue with a one hour minimum required. If the Town exercises this right, the Contractor will be notified and provided pictures of the issue. If this charge becomes applicable, the invoice due that week should reflect a credit at the correct rate. This will be discussed with the Contractor awarded the contract as we understand there will be a learning curve when mowing our properties. However, if this becomes a regular occurrence, after 3 different occurrences, the Town reserves the right to begin the process to terminate the contract.

11. Communication, walkthrough and meetings:

The Contractor is required to be available for bi-weekly meetings if required as well as walkthroughs prior to the beginning of the mowing season. The Contractor is also required to be available to communicate with the project manager or his or her agent by phone and email.

12. Indemnification, Liability, and Insurance:

The Contractor shall purchase general liability insurance (\$500,000.00 each occurrence, \$1,000,000 aggregate), insuring the Contractor against liability for any claims, attorney's fees, causes of action or damages arising out of the services performed by the Contractor. The Contractor shall also comply with all state and federal labor laws including but not limited to Wyoming Workers Compensation, if applicable. Contractor shall provide the Town with proof of both general liability insurance in the requisite amounts and Wyoming Workers Compensation coverage, if applicable.

The Town and Contractor hereby agree that the Contractor shall defend and indemnify the Town, its employees, elected and appointed officials and shall further hold the Town, its employees, elected and appointed officials harmless from and against any such claims, demands, causes of action, damages and judgments, including but not limited attorney's fees incurred by the Town in the defense of any such claim, demand, cause of action, damage or judgment, no matter how caused.

The Contractor shall be responsible for daily maintenance of all equipment, for compliance with all safety rules and regulations, all applicable municipal, county, state and federal regulations, and for the proper training and supervision of its personnel.

13. Modification, Termination and Waiver:

No modification or amendment of this contract shall be effective unless it is in writing and signed by both parties. Either party may terminate this Contract immediately upon breach or with other cause, or upon thirty (30) days written notice to the other party without cause or breach. No failure of the Town to enforce any term hereof shall be deemed a waiver.

14. Attorney Fees:

In any legal action brought by either party to enforce the terms hereof, the prevailing party shall be entitled to all costs incurred in connection with such action, including the prevailing party's attorney fees.

15. Agreement and Signature:

All parts of these specifications and bid documents shall be constituted as a Contract between the Contractor and the Town as the parties are identified below. Said contract shall be valid upon its signing by both parties below.

IN WITNESS WHEREOF, the parties, having been duly authorized, have hereunto caused this agreement to be executed, on the day and first above written, the same being done after statutory requirements having been fulfilled.

Town of Saratoga, a Wyoming
Municipal corporation

ATTEST:

By _____ Mayor

By _____
Town Clerk

Contractor:

By _____,
Signature

By _____
Signature

By _____,
Printed Name

By _____
Printed Name

STATE OF WYOMING)
) ss.
County of Carbon)

On this _____ day of _____, 2025, before me, a Notary Public in and for said State, personally appeared _____, known or identified to me to be _____, The owner of the property that executed the instrument or the person who executed the instrument on behalf of said corporation and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

Notary Public for Wyoming
Residing at: _____
My commission expires: _____

Base Bid Form. – Town Properties (TO BE SUBMITTED IN SEALED ENVELOPE)

Item	Location	Est. Acres	Price Per Week (1 cut per week)	Gtd. Qty	Total Gtd. Qty.
1.	Kathy Glode Memorial Park	2.53	\$	20	\$
2.	Veterans Island	4.15	\$	20	\$
3.	Good Times Park	.66	\$		\$
4.	Saratoga Town Hall	.01	\$	20	\$
5.	Triangle Park	.09	\$	20	\$
6.	Saratoga Senior Center	.12	\$	20	\$
7.	Saratoga Branch of the Carbon County Library	1.1	\$	20	\$
8.	Platte Valley Community Center	.30	\$	20	\$
9.	Woods Baseball Fields	2.8	\$	20	\$
			Price Per Application	2	\$
10.	Fertilizing (Labor)			2	\$
11.	Weed Spraying (Labor)			2	\$
12.	Spring Overseeding (Labor)			1	\$
				Total	\$

Additional Service Pricing.

Note: This is the price per cut that shall be billed to the Town for cuts required in addition to those listed in the base bid. These additional cuts shall be completed in congruency with this contract. These additional cuts shall be only requested and approved by the project manager or his/her authorized representative.

Item	Location	Est. Acres	Price Per Cut
1.a	Kathy Glode Memorial Park	2.53	\$
2.b	Veterans Island	4.15	\$
3.c	Good Times Park	.66	\$
4.d	Saratoga Town Hall	.01	\$
5.e	Triangle Park	.09	\$
6.f	Saratoga Senior Center	.12	\$
7.g	Saratoga Branch of the Carbon County Library	1.1	\$
8.h	Platte Valley Community Center	.30	\$
9.i	Woods Baseball Fields	2.8	\$

BID FORM (TO BE SUBMITTED IN SEALED ENVELOPE)

Bidder must complete the following in this section in its entirety, and sign and date where indicated. Upon approval by the Department of Public Works and The Saratoga Town Council this agreement shall take effect.

The undersigned bidder hereby proposes to furnish transportation, equipment, supplies, materials, and perform all necessary labor to complete all work stipulated, required by, and in conformity with the proposed contract documents and specifications attached for the prices as follows.

Total Price

Base Bid Pricing:

2025 Total \$ _____

Annual Pricing (up to 5% increase)

2026 Base Bid Total \$ _____

2027 Base Bid Total \$ _____

Total Maximum Contract Price for 3 years \$ _____

Base bid pricing listed above for 2025+2026+2027

It is the intent of the Town to award the contract to the bidder with the lowest maximum contract price for the 3-year period.

SUBMITTALS TO BE PLACED IN SEALED ENVELOPE

The following must be submitted with bid:

1. Bid Pricing Sheet (Page 8)
2. Bid Form (Page 9)
3. References (Page 10)

Company Name, Address and Phone Number

Company Name

Please Print Name

Address

Signature

City/State/Zip Code

Title

Phone

Date

REFERENCES (TO BE SUBMITTED IN SEALED ENVELOPE)

A minimum of five (3) years' experience is required of the successful bidder. Experience must be in some form of commercial mowing or mowing of large properties in a mass amount, or in similar services, as described in the scope. Experience and references will be verified. Bidders are REQUIRED to provide the information IN FULL DETAIL.

How many years has your company been in business? _____ years			
List references showing contacts, held by your company, providing the same services for other municipalities or private companies. Attach a separate sheet of paper if needed.			
Company Name & Address	Contact Name & Phone Number	Date of Job	Description in detail the services your company provided.

Imperial Pump Solutions LLC
 PO Box 52244
 Casper, WY 82605 US
 joe@ips307.com

Estimate


ADDRESS

Saratoga, Town of
 PO Box 486
 Saratoga, WY 82331
 United States

SHIP TO

Saratoga, Town of
 110 E Spring St
 Saratoga, WY 82331
 United States

ESTIMATE #

1162

DATE

12/24/2024

PO

Air port lift station

SALES REP

Joe

DATE	DESCRIPTION	QTY	RATE	AMOUNT
D3696LSGX202-XX	Liberty Preassembled Duplex Grinder System: Qty Item/Description 2 LSG202M Grinder pumps, 2 HP, 208-230 V, 1 phase, capacities of 50 GPM, heads to 108' TDH, 25' power cord 1 IPD-24H NEMA 4X duplex alternating control panel with pressure transducer aux. contacts, and integral audio/ visual high level alarm 1 36" dia. X 180" H fiberglass basin with Fiberglass anti- floatation flange with 2" side discharge. 2" Female Threaded PVC discharge coupling. 1 36" Blank Fiberglass Cover 1 K001761 20' milliamp master float switch for low level alarm 2 Guide rail assembly, including GR20 guide rail, 1- 1/4" stainless steel rails, s/s lifting chain, etc. 1 (1) 4" Unmounted Inlet Hub 1 Miscellaneous hardware and plumbing, including PVC ball valves, PVC check valves,	1	29,462.39	29,462.39

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	float bracket, PVC discharge pipe etc. 1 JB70 junction box, with watertight cable connectors and 2" conduit coupling 3/4" NPT Connection for transducer signal wire			
freight not included in quote		SUBTOTAL		29,462.39
20% down on orders over 10,000.00		TAX		0.00
		TOTAL		\$29,462.39

Accepted By

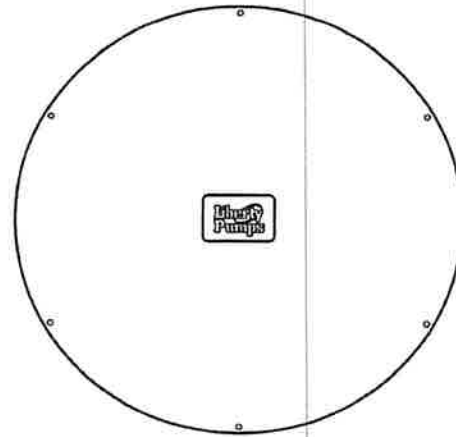
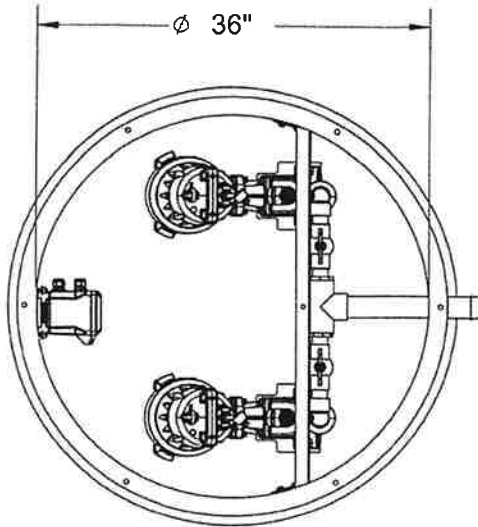
Accepted Date

****NOTE: LIFTER CHAINS AND FLOATS
NOT SHOWN. PUMPS SHIPPED SEPARATELY
TO PREVENT SYSTEM DAMAGE**

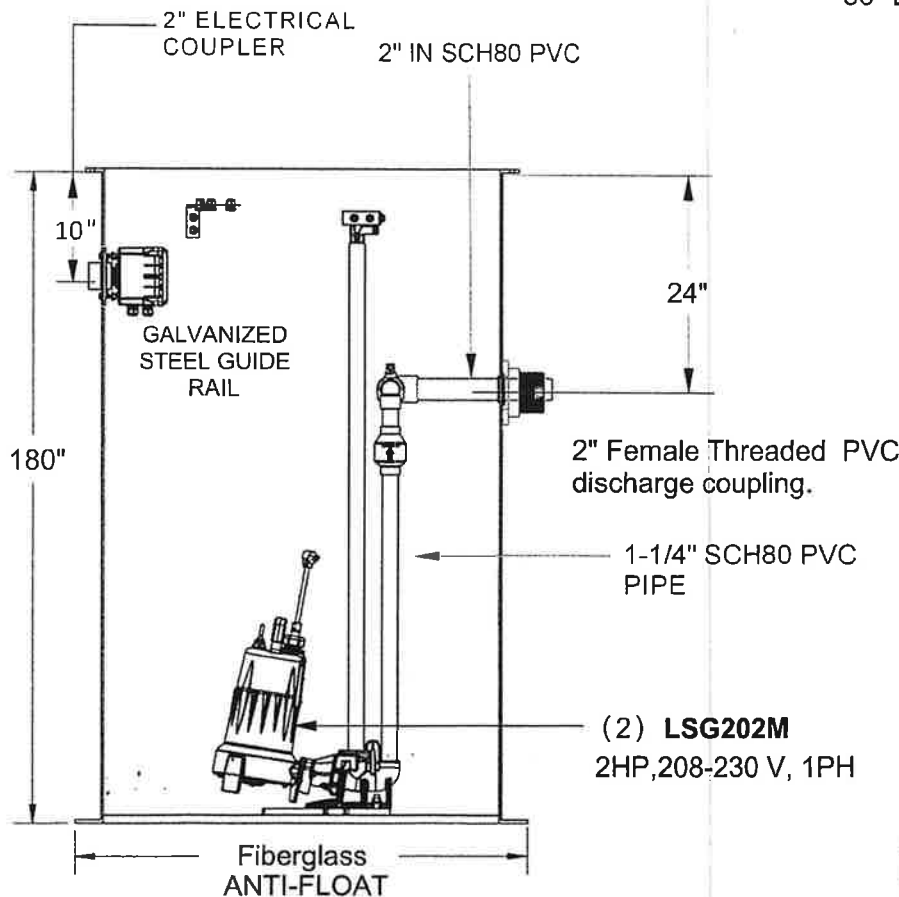
Item 22)

EPS113484

36X180 DUPLEX LSG202M
GRINDER SYSTEM



36" Blank Fiberglass Cover



(1) 4"
Unmounted
Inlet Hub



AE24H=4

Fiberglass Tank dimension tolerance(s): +/- 1"

Custom items are non-cancelable once
order is placed. 100% restocking fee
applies

PROPRIETARY AND CONFIDENTIAL

THE INFORMATION CONTAINED
IN THIS DRAWING IS THE SOLE PROPERTY OF
LIBERTY PUMPS. ANY REPRODUCTION IN PART
OR AS A WHOLE WITHOUT THE WRITTEN
PERMISSION OF LIBERTY PUMPS
IS PROHIBITED.



7000 APPLE TREE AVENUE
BERGEN, N.Y. 14416
(585) 494-1817

QUOTED PROVIDED BY: K. FONTE

DO NOT SCALE DRAWING

REVISION: A

CUSTOMER APPROVAL

DATE:

NAME(PRINT):

NAME(SIGN):

FINAL CONFIGURATIONS MAY VARY SLIGHTLY
FROM THE ILLUSTRATIONS ON THIS PRINT

29-August-2024 7:37 AM

**SALES
ORDER**

Shippers Number: 4104

Saratoga	NAME	Town of Saratoga	Saratoga	NAME	
	ADDRESS	P.O. Box 486 Saratoga, WY 82331		ADDRESS	301 S River Saratoga, WY 82331
	PHONE	(307) 710-0807		EMAIL	e.stubbs@saratogawyo.org

DATE ORDERED	DATE WANTED	SHIP VIA	TERMS	F.O.B.
01/06/2025			Customer Pick Up	

QUANTITY	DESCRIPTION	AMOUNT	
1	2018 Laymor SM450-ST 96" Ride On Street Broom	\$28,000	00
	SN# 38753		
	SUBTOTAL	\$28,000	00
	Government TAX	\$0	00
	TOTAL	\$28,000	00

By Darrell D. Benson
For Benson Brothers

62



Photos (8)



2018 LAYMOR SM450-ST ☐ Compare

Sweepers / Broom Equipment

USD **USD \$30,000**

 Email Seller

Machine Location: 21240 AUSTIN RD Austin, Colorado 81410 

Seller Information

Benson Brothers Truck & Equipment LLC

Item 23)

Austin, Colorado 81410

 Messenger

WhatsApp 

 Video Chat



Contact Us

+

FR5STAR  **Get Shipping Quotes**

CURRENCY. *Apply for Financing

Year	2018
Manufacturer	LAYMOR
Hours	1,020
Model	SM450-ST
Serial Number	38753
Condition	Used
Stock Number	4104
Description	2018 Laymor SM450-ST, Cab AC/Heat, New Brushes, Kubota Power, Nice Machine!

ROPS Enclosed

[HOME](#)

[FINANCING ▼](#)

[RENTALS ▼](#)

[SERVICE](#)

Item 23)

[ABOUT](#)

[CONTACT](#)

[GRAVEL](#)

[INVENTORY ▼](#)

[ONLINE STORE](#)



PHONE

970-360-6214

SOCIAL



[HOME](#) > [SWEEPERS / BROOM EQUIPMENT FOR SALE](#) > [LAYMOR](#) > [SM450-ST](#) > 2018

INVOICE

Octagon Construction LLC
519 CR 702, Ste 129
Dixon, WY 82323

kristen.stocks@sce-usa.com
+1 (307) 200-1930

NFP Improvements Fine Grading After Curb
10-444-724

Saratoga, Town

Bill to
Town of Saratoga

Ship to
Town of Saratoga

Invoice details

Invoice no.: 1102
Terms: Due on receipt
Invoice date: 12/31/2024
Due date: 12/31/2024

#	Product or service	Description	Qty	Rate	Amount
1.	MOB	MOB trip from Denver / DeMOB Grader back to Denver	20	\$150.00	\$3,000.00
2.	grader	35.5 hrs Grader	35.5	\$200.00	\$7,100.00
3.	Skid Steer	22 Hrs Skid	22	\$165.00	\$3,630.00

Total **\$13,730.00**

Ways to pay

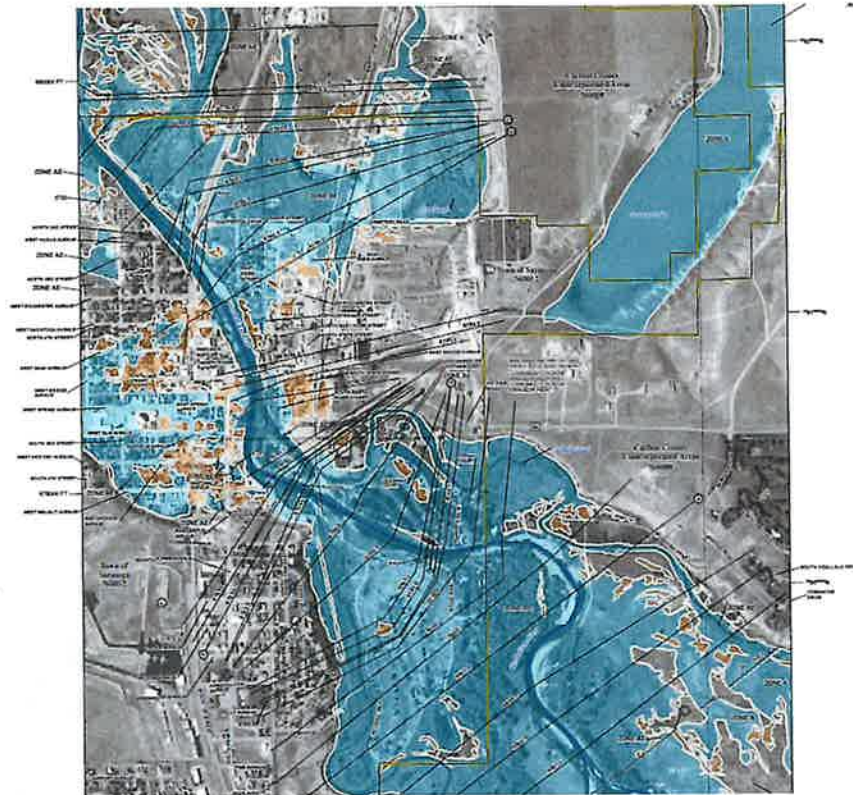
BANK

View and pay

View invoice online

Scan code or go to the link below to view the invoice online
[View invoice](#)





North Patte River Floodway Investigation

January 2, 2025

Prepared for:

Town of Saratoga
110 E Spring Avenue
Saratoga, WY 82331

Prepared by:

Nathan Werner
Werner Water Engineering, LLC
1902 E 11th Street
Loveland, CO 80537

Background

The Flood Insurance Study for the North Platte River in Saratoga, Wyoming has recently been updated. The updated study includes an updated hydraulic model and special flood hazard area determinations. The study includes updated maps for the 1 percent regulatory flood hazard area (Zone AE) and the 0.2% flood hazard area (Zone X) but did not include a floodway analysis.

The Town of Saratoga is interested in investigating the possibility of adding a floodway. Floodways have more strict regulations for what developments are allowed within them, however, they can provide more flexibility for regulations within the flood fringe.

The floodway is determined by incorporating encroachments into the Zone AE floodplain to cause the water surface elevation to rise by one foot. Figure 1 shows the different zones within a floodplain cross section.

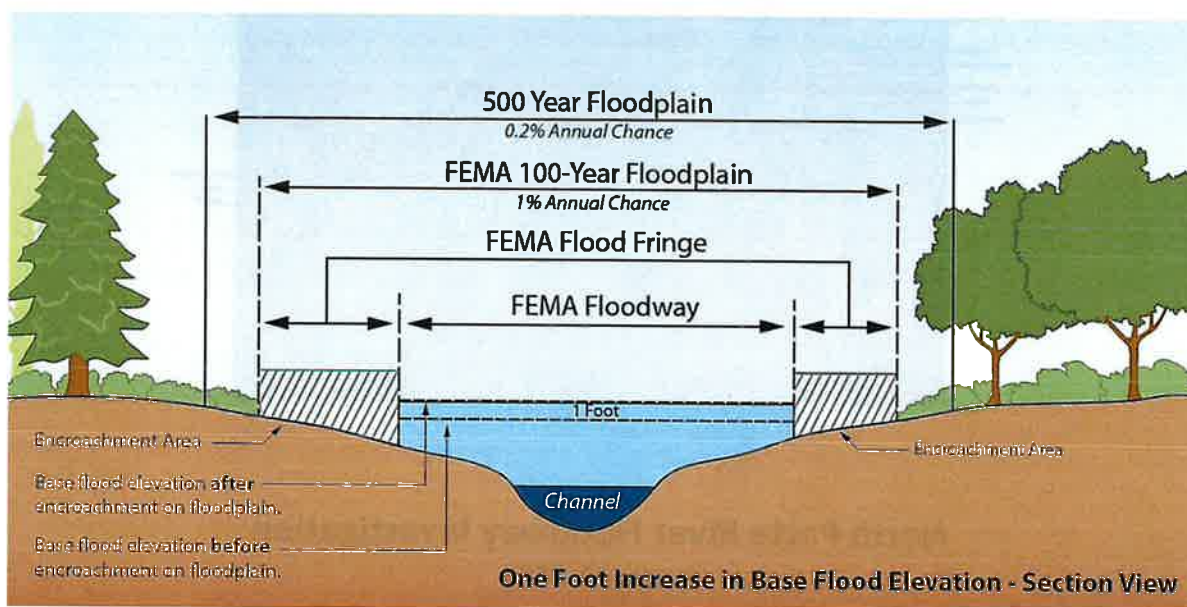


Figure 1 Typical floodway cross section

Scope of Work

The scope of work in this proposal is to conduct a preliminary floodway analysis for the North Platte River in Saratoga. The preliminary analysis will be draft in nature and is intended to guide the decision-making process on if a floodway is something the Town wants to incorporate. This study is investigatory and will not be to a level of detail to be accepted by FEMA for regulatory purposes. The results will be detailed enough to determine the approximate boundaries of the floodway.

Hydraulic Modeling

The effective floodplain model will be utilized to model the floodway. To model a floodway, a new plan will be created to model the encroachments. The encroachments are adjusted until the results have a one-foot rise in water surface elevations. The modeling for a floodway is an iterative process that requires multiple updates to the encroachment with the goal of creating as close to 1.00 feet of rise at

every cross section with no cross sections being more of a rise than 1.00 feet, and no cross sections can have a decrease in water surface elevation.

Draft Work Maps

The resulting encroachments from the hydraulic model will be used to create the floodway boundary on the draft work maps. In draft form these maps will be an approximate boundary that will capture all major topographic feature, but will need refinement for minor topographic features if the study is advanced to a regulatory floodway.

Proposed Fee

The cost will be billed as actual hours expended at a rate of \$200 per hour. Due to the iterative nature of the floodway analysis, it is unknown what the actual effort will be but is expected to be no more than 16 hours. This proposal will be a not to exceed fee of \$3,200.

Additional Services

If the results of the preliminary floodway analysis are favorable for the Town of Saratoga, an additional proposal will be provided to advance the study to meet regulatory requirements to make a floodway effective.

Additional services can be provided through an addendum to this agreement or through a separate agreement.