



“The Fossil Fish Capital of the World”
City of Kemmerer, Wyoming
AGENDA
KEMMERER CITY COUNCIL MEETING
Monday, July 28, 2025

5:00 p.m. – Pre-Meeting Workshop

Agenda Review

6:00 p.m. – Regular Meeting

- **CALL TO ORDER:** Mayor Robert Bowen
- **PLEDGE OF ALLEGIANCE:**
- **ROLL CALL:**
- **APPROVAL OF AGENDA:** July 28, 2025
- **DEPARTMENT REPORTS:**
- **VISITORS’ COMMENTS AND PETITIONS:** (This is a listening session only, no action will be taken. Council will not comment on matters of litigation or personnel.)
 - General comments
- **CONSENT AGENDA:**
(The items listed under consent agenda are considered to be routine by the City Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion of any items is desired, that item will be removed from the consent agenda and considered separately.)
 - (a) Approval of Meeting Minutes of July 14, 2025;
 - (b) Approval of payment of bills, payroll, and ACH payments.
- **TABLED BUSINESS:**
 - (a) Pass, Approve and Adopt on 3rd Reading Ordinance No. 2025-899 Granting to Questar Gas Company, dba Enbridge Gas Wyoming a Franchise for the Construction, Operation, and Maintenance of Gas Distribution System in the City of Kemmerer.
- **NEW BUSINESS:**
 - (a) Resolution No 2025-858, Re-Establishing the Kemmerer Recreation Advisory Board;
 - (b) Resolution No. 2025-859, Amending Res No. 2024-832, Setting South Lincoln Training and Event Center Fee Schedule Effective August 1, 2025;
 - (c) Dogtastic Lease of Animal Shelter.

- **COMMENTS:**
 - (a) City Administrator
 - (b) Council Comments
 - (c) Mayor Comments

- **ADJOURN**

NEXT REGULAR COUNCIL MEETING WILL BE ON MONDAY AUGUST 11, 2025.

Top 13 Prioritized Strategic Focus Goals/Projects for FY 2025-2026

These are the Top 13 prioritized strategic focus goals and projects for Fiscal Year 2025-2026.

1. Infrastructure—Streets, sidewalks, storm drains, updated wastewater treatment facility/lines, better water quality—funded by 6-penny (special purpose tax), storm drain fund, municipal option, LID, etc. Look at general fund and over/under of departments.
2. Review/re-write/update city ordinances/codes and fairly enforce—focus on beautification and public safety, more bite on bank-owned properties, work with judge and police chief to improve, campers/trailer problems need solving. Enforce/repeal laws.
3. Compensate employees fairly.
4. Establish a public portal on city website--report road damage and monitor repair response time, and progress for citizens to view/communication on web site--agenda, budget
5. New city shop/City Hall Complex—Campus style
6. Improve City's curb appeal and bring back pride in the community, starting with city-owned properties
7. Economic development--promote local businesses, find new businesses, business growth. Add to local revenue/sustainable employment
8. Restructure city departments to maximize efficiency, create umbrella department "Parks & Rec" to cut cost.
9. Permanent Stage in triangle for events, entertainment, weddings.
10. Build City Reserves
11. Weed control--city & private property
12. Archie Neil Park improvements--concrete in front of concessions, new basketball backboard
13. Training--All departments

Consent Agenda (a)

The Kemmerer City Council met in regular session this 14th day of July, 2025, at 6: p.m. in the City Council Chambers, City Hall, Kemmerer, Wyoming. The Pledge of Allegiance was recited. Present on roll call were Mayor Robert Bowen, Councilmember Marlin Batista, Councilmember Caleb Ellis, Councilmember Brantley Popp and Councilmember Bill Price. Councilmember David McConkie and Councilmember Mark Quinn were absent.

Motion was made by Councilmember Popp to excuse the absence of Councilmember McConkie and Councilmember Quinn; seconded by Councilmember Batista and unanimously approved by the council present.

Motion was made by Councilmember Ellis to approve the agenda as presented; seconded by Councilmember Popp and unanimously approved by council present.

DEPARTMENT REPORTS:

Lois Hicks, Recreation Coordinator; Chad Nielson, Public Works Director; and John Tibbetts, Golf and Parks Director gave the council department reports. Brian Muir, City Administrator, gave the Event Center and Police Department reports. Natasia Diers, City Clerk-Treasurer, gave her department report to the council.

PRESENTATIONS:18

Vance McGahey, Zach Key, and Maddy Ritter presented the idea of the 2026 Wyoming Range Hunting and Fishing Expo to the council.

Motion was made by Councilmember Ellis to allow the Wyoming Range Hunting and Fishing Expo to host a 3D Archery Event at the Lions Club Park on August 8-10 of 2025 upon the signing of the liability waiver and agreement; seconded by Councilmember Price and unanimously approved by council present.

PUBLIC HEARING:

Mayor Bowen opened the public hearing on the Budget Amendments 2025-01 through 2025-03; 6:56 p.m. There being no comments, the mayor closed the public hearing; 6:57 p.m.

Mayor Bowen then opened the public hearing on the Bootleggers Bar and Grill Liquor License Application; 6:57 p.m. There being no comments, the mayor closed the public hearing; 6:57

VISITOR COMMENTS:

None.

CONSENT AGENDA:

Motion was made by Councilmember Popp to approve the items on the consent agenda as presented; seconded by Councilmember Ellis and unanimously approved by council present.

Those items were:

- (a) Approval of Meeting Minutes of June 23, 2025;
 - (b) Approval of the payment of the bills; payroll, and ACH payments as presented;
- | | | | |
|-------------------------------|----------|--------------------|-----------|
| 18291 UMWA | \$198.60 | 18292 Ace Hardware | \$548.15 |
| 18293 All West Communications | 495.87 | 18294 Caselle, Inc | 19,528.00 |

18295 Centurylink	1,116.70	18296 City of Kemmerer Acct	150.00
18297 DBT Transportation	1,735.75	18298 DJ's Glass	118.40
18299 First Bank of Wyoming	5,358.41	18300 Fossil Basin Promo Board	5,043.01
18301 Fossil Fish Adventures	102.00	18302 Freedom Mailing Services	754.06
18303 GoTo Technologies	278.51	18304 Intermountain Bobcat	845.08
18305 Intermountain Fire	200.00	18306 Intermountain Sweeper	930.00
18307 J Solutions	1,485.00	18308 JUB Engineers	13,401.35
18309 KD Joint Powers Board	5,689.84	18310 Kemmerer Gazette	1,299.30
18311 Krell, Tammy	156.00	18312 Lincoln Cty Sheriff Office	2,480.00
18313 Marlin Leasing Co	257.00	18314 MC2 Engineering	4,000.00
18315 Mountain West Business	57.22	18316 Netwize	2,033.69
18317 Norco, Inc	15.00	18318 NWRECC	2,082.54
18319 One-Call of Wyoming	122.85	18320 Outlaw Supply Co	1,751.00
18321 Pitney Bowes, Inc	1,076.67	18322 Rocky Mountain Power	12,592.23
18323 Shums Coda Associates	1,132.50	18324 Smith, Megan	295.00
18325 State of Wyo DEQ	258.00	18326 Stout Law Center	1,500.00
18327 Tom's HVAC	288.99	18328 Tom's Sewer Service	200.00
18329 Upper Case Printing	112.86	18330 Verizon Wireless	782.04
18331 WAM-WCCA	758.00	18332 Wex Bank	2,023.88
18333 WEBT	43,782.86	6/26/25 Wyo Workers Comp-ACH	21,545.12
6/23/25 Wyo Liquor Div-ACH	929.69	6/25/25 WWB-ACH	146.50
6/25/25 WWB-ACH	247.36	6/25/25 Teton Dist.-ACH	462.25
7/1/25 Teton Dist.-ACH	20.40	6/30/25 Core Business-ACH	19.95
7/9/25 WWB-ACH	107.05	7/9/25 Teton Dist.-ACH	254.95
7/2/25 Federal Tax Deposit-ACH	15,599.80	7/2/25 Net Payroll Deposit-ACH	55,675.39
7/2/25 Orchard Trust-ACH	625.00	7/2/25 AFLAC-ACH	12.24
7/2/25 Expert Pay-ACH	488.54		

- (c) Authorize the mayor to sign Budget Amendments 2025-01, 2025-02 & 2025-03 for Fiscal Year 24-25;
- (d) Authorize the mayor to sign the Bootleggers Bar and Grill Liquor License;
- (e) Authorize the mayor to sign the 24-Hour Malt Beverage Permit for Oyster Ridge Music Festival on July 25 and July 26, 2025.

TABLED BUSINESS:

- (a) Motion was made by Councilmember Price to remove from the table the 3rd Reading of Ordinance No. 2025-898, Amending Chapter 2 of the Kemmerer City Code; seconded by Councilmember Popp and unanimously approved by council present.
Motion was made by Councilmember Popp to Pass, Approve and Adopt on 3rd Reading Ordinance No. 2025-898, Amending Chapter 2 of the Kemmerer City Code; seconded by Councilmember Price and unanimously approved by council present.

OLD BUSINESS:

- (b) Motion was made by Councilmember Price to table on 3rd Reading, Ordinance No. 2025-

899, Granting to Questar Gas Company, dba Enbridge Gas Wyoming a Franchise for the Construction, Operation, and Maintenance of Gas Distribution System in the City of Kemmerer; seconded by Councilmember Popp and unanimously approved by council present.

NEW BUSINESS:

- (a) Motion was made by Councilmember Ellis to authorize the mayor to sign the updated AIP Grant Application for the Runway Lighting and Windcone Project; seconded by Councilmember Batista and unanimously approved by council present.
- (b) Motion was made by Councilmember Batista to authorize City Administrator, Brian Muir, to sign the University of Wyoming Standard Addenda form for their rental of the South Lincoln Training and Event Center; seconded by Councilmember Popp and unanimously approved by council present.

COMMENTS:

City Administrator, Brian Muir, made comments. Councilmember Batista, Councilmember Popp, Councilmember Price and Councilmember Ellis made comments. Mayor Bowen made comments. The purchase of BLM property was discussed and the mayor and council directed staff to look into the purchase of BLM property. The traffic study of 189/Pine Avenue was discussed. Staff was directed by the mayor and council to not proceed with the traffic study.

There being no further business before the Council, Mayor Bowen adjourned the meeting; 8:04 p.m.

CITY OF KEMMERER, WYOMING

BY: _____
ROBERT BOWEN,
MAYOR

ATTEST:

NATASIA DIERS
CITY CLERK-TREASURER

Consent Agenda (b)

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
GENERAL FUND						
10-14230 DUE FROM OTHERS						
23015	WESTAR PRINTING LLC	60223	TREX SIGNS	07/15/2025	144.00	
10-22520 EMPLOYEE ACCOMODATION						
19015	SOUTH LINCOLN HOSPITAL DIS	111500	ANNUAL BLOOD SCREENING -	07/11/2025	125.00	
10-23130 COURT BONDS HELD						
99251	ROBERTS, RYLEE	BR#25-0062	BOND REFUND	07/21/2025	1,250.00	
10-23501 CUSTOMER DEPOSITS - SAN.						
30121	CITY OF KEMMERER ACCT.	16.2830.1	APPLY GARBAGE DEPOSIT - LE	07/22/2025	64.00	
30121	CITY OF KEMMERER ACCT.	17.3440.2	APPLY GARBAGE DEPOSIT - AS	07/22/2025	64.00	
30121	CITY OF KEMMERER ACCT.	19.6700.5	APPLY GARBAGE DEPOSIT - S	07/22/2025	64.00	
30121	CITY OF KEMMERER ACCT.	51.1041.3	APPLY GARBAGE DEPOSIT - A	07/22/2025	64.00	
LEGISLATIVE						
10-41-430 PUBLIC RELATIONS & COMM						
21005	UMB CARD CENTER	025755	FISH - CITY LUNCH	06/30/2025	274.40	
21005	UMB CARD CENTER	066779	BEEF - CITY LUNCH	06/30/2025	733.24	
10-41-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - CITY COUNCIL	06/01/2025	117.60	
23049	WYOMING ASSOCIATION OF M	18327	WAM MEMBERSHIP	07/07/2025	3,771.00	
10-41-895 INCIDENTALS						
99251	STETZENBACH, ANN NICOLE	SETTLEMENT	SETTLEMENT PAYMENT	05/12/2025	1,352.55	
99251	HAGLER, JOSHUA SAMUAL	SETTLEMENT	SETTLEMENT PAYMENT	05/12/2025	5,626.97	
99252	STAUFFER, MICHAEL JAMES	SETTLEMENT	SETTLEMENT PAYMENT	05/12/2025	3,021.47	
ECONOMIC DEVELOPMENT						
10-42-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	76046257	WEBSITE	06/27/2025	56.50	
10-42-993 4% LODGING TAX						
60226	FOSSIL BASIN PROMOTION BO	072502	LODGING TAX	07/16/2025	4,647.53	
ADMINISTRATION						
10-43-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	6193009	ADHESIVE WALL STRIPS	06/27/2025	18.82	
21005	UMB CARD CENTER	6988236	BIC BLUE PENS (BULK)	06/25/2025	11.98	
21005	UMB CARD CENTER	9285059	FILE FOLDERS	06/06/2025	16.79	
10-43-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	ADMINISTRATION LONG DISTA	07/01/2025	3.96	
21005	UMB CARD CENTER	7963426	LARGE WALL CALENDER, 25 &	06/25/2025	31.60	
10-43-420 POSTAGE						
16005	PITNEY BOWES, INC.	072125	REFILL POSTAGE METER	07/21/2025	500.00	
10-43-440 ADVERTISING						
11020	KEMMERER GAZETTE	07-01-25	COUNCIL MIN; ORDINANCES, LI	07/01/2025	542.80	
11020	KEMMERER GAZETTE	07-08-25	LIQUOR LICENSE , BUDGET RE	07/08/2025	97.60	
11020	KEMMERER GAZETTE	07-15-25	COUNCIL MINUTES	07/15/2025	335.50	
10-43-450 PRINTING & REPRODUCTION						
40123	DEX IMAGING LLC	AR13632416	COPY IMAGES - ADMIN	07/14/2025	166.88	
10-43-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	038722	BREAKFAST - BM	06/12/2025	21.62	
21005	UMB CARD CENTER	049614	DINNER - BM	06/10/2025	11.01	
21005	UMB CARD CENTER	078128	BREAKFAST - BM	06/13/2025	9.11	
21005	UMB CARD CENTER	088546	LUNCH - BM	06/13/2025	9.95	
21005	UMB CARD CENTER	11430032	HOTEL STAY - BM	06/13/2025	477.00	
21005	UMB CARD CENTER	3718079	FUEL - BM	06/03/2025	55.12	
21005	UMB CARD CENTER	3746793	FUEL - BM	06/14/2025	33.69	
21005	UMB CARD CENTER	5864327	FUEL - BM	06/13/2025	47.95	
10-43-540 RECRUITMENT						
21005	UMB CARD CENTER	193831	DRUG SCREEN CUPS	06/13/2025	86.18	
10-43-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	DOT7F37	ICLOUD STORAGE	06/16/2025	.99	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
21005	UMB CARD CENTER	F4C9F85ED	MICROSOFT 365	06/03/2025	136.49	
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - ADMIN	06/01/2025	134.40	
23049	WYOMING ASSOCIATION OF M	18389	MEMBERSHIP - BM	07/17/2025	150.00	
10-43-960 EQUIPMENT REPLACEMENT						
21005	UMB CARD CENTER	1366633	IPHONE CASE	06/18/2025	20.99	
CITY HALL COMPLEX						
10-47-285 BLDG. AND GROUNDS MAINTENANCE						
21005	UMB CARD CENTER	8269035	SLOAN VALVE REPAIR KITS	06/25/2025	41.98	
10-47-360 CONTRACTUAL SERVICES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - BLDGS	06/01/2025	16.80	
10-47-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	0725-INT	BLDG MAINT. INTERNET	06/20/2025	41.50	
10-47-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	3097-0725	CITY HALL	07/08/2025	20.38	
17007	ENBRIDGE GAS UTAH	7197-0725	CITY HALL II	07/08/2025	12.12	
POLICE ADMINISTRATION						
10-50-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	5084236	HANDCUFF KEY	06/12/2025	83.00	
21005	UMB CARD CENTER	75587098	DE-ICER W/BUG REMOVER	06/01/2025	4.99	
10-50-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	03155258	FUEL - DB	06/13/2025	58.02	
21005	UMB CARD CENTER	047575	FUEL - DB	06/27/2025	58.50	
21005	UMB CARD CENTER	3134848	FUEL - DB	06/06/2025	56.06	
21005	UMB CARD CENTER	3176497	FUEL - DB	06/20/2025	62.25	
10-50-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	POLICE DEPT. LONG DISTANCE	07/01/2025	.99	
10-50-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	355767834	HOTEL STAY - DB	06/18/2025	107.00	
10-50-560 SAFETY						
21005	UMB CARD CENTER	2653858	SHEEPDOG MICROPHONES	06/12/2025	324.00	
21005	UMB CARD CENTER	2789039	CLOTH EARPIECE	06/24/2025	313.48	
10-50-710 EQUIPMENT LEASE						
23015	WELLS FARGO FINANCIAL LEA	5034990660	COPIER LEASE - PD	07/04/2025	96.00	
10-50-810 SUBSCRIPTIONS, MEMB. & DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - PD	06/01/2025	134.40	
ANIMAL CONTROL						
10-55-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8097-0725	ANIMAL SHELTER	07/08/2025	12.12	
PUBLIC WORKS ADMINISTRATION						
10-65-360 ENGINEERING CONTRACTED						
10020	JORGENSEN ASSOCIATES, INC	56552	ENG - GENERAL SERVICES	07/11/2025	882.50	
STREET MAINTENANCE						
10-66-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	75589350	CABLE TIES	06/11/2025	19.98	
10-66-230 SMALL TOOLS						
21005	UMB CARD CENTER	75590777	CHAINSAW BAR	06/17/2025	44.79	
21005	UMB CARD CENTER	75590999	AIR CHISEL FOR SHOP	06/18/2025	59.99	
10-66-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	75589629	WD40 SPRAY	06/12/2025	51.96	
21005	UMB CARD CENTER	75590484	MOTO MIX OIL	06/16/2025	34.99	
21005	UMB CARD CENTER	75592009	PROPANE	06/23/2025	19.99	
21005	UMB CARD CENTER	F29583	CLEAN LAWN MOWER	06/02/2025	19.58	
10-66-260 CONSTRUCTION & REPAIR SUPPLIES						
12032	LONGHORN CONSTRUCTION, I	B2503-11	CLEAN STORM DRAIN BEECH/	07/22/2025	1,572.00	
21005	UMB CARD CENTER	F31026	TRAFFIC POINT	06/10/2025	754.95	
21005	UMB CARD CENTER	F31324	CURB PAINT	06/11/2025	97.98	
21005	UMB CARD CENTER	F31374	YELLOW MARK PAINT	06/11/2025	808.94	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
10-66-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	126092434	AIR DIAPHRAGM	06/05/2025	15.38	
21005	UMB CARD CENTER	126706570	AIR DIAPHRAM	06/23/2025	16.18	
21005	UMB CARD CENTER	16315	BATTERIES	06/30/2025	570.00	
21005	UMB CARD CENTER	56631	DRIVE BELT & PULLEY	06/10/2025	262.54	
21005	UMB CARD CENTER	73116	SPARK PLUG	06/10/2025	53.11	
21005	UMB CARD CENTER	75587755	PATCH SUCTION HOSE	06/04/2025	28.98	
21005	UMB CARD CENTER	75590520	STEEL FLAT BAR	06/16/2025	34.99	
21005	UMB CARD CENTER	75590962	BOLTS FOR BOBCAT MOWER	06/18/2025	10.35	
21005	UMB CARD CENTER	75591971	PINE SOL & BOTTLE SPRAY	06/23/2025	168.97	
21005	UMB CARD CENTER	F29780	HOSE & CLAMPS	06/03/2025	71.61	
21005	UMB CARD CENTER	P30744	FUEL TUBE, WHEEL, & CASTOR	06/17/2025	845.08	
23050	WYOMING MACHINERY COMPA	P08593988	MUFFLER	07/11/2025	1,375.73	
10-66-285 BLDG. & GROUNDS MAINTENANCE						
21005	UMB CARD CENTER	73522	WATER SEPERATOR FOR AIRLI	06/23/2025	79.99	
21005	UMB CARD CENTER	F33467	FITTINGS FOR AIRLINE WATER	06/23/2025	22.96	
21005	UMB CARD CENTER	F33472	FITTINGS FOR AIRLINE WATER	06/23/2025	10.98	
10-66-360 CONTRACTUAL SERVICES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - STREETS	06/01/2025	33.60	
10-66-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	STREET DEPT. LONG DISTANC	07/01/2025	.64	
21005	UMB CARD CENTER	0725-INT	STREETS INTERNET	06/20/2025	31.45	
10-66-560 SAFETY						
21005	UMB CARD CENTER	75593531	WATER FOR CREW	06/30/2025	23.94	
10-66-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	2858-0725	STREET DEPT	07/08/2025	21.69	
SANITATION - OPERATIONS/MAINT.						
10-69-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	75591193	DIESEL FLUID EXHAUST	06/19/2025	244.50	
10-69-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	N20658413	TOTER CAN WHEELS	06/05/2025	394.90	
10-69-360 CONTRACTUAL SERVICES						
90012	IDAWY SOLID WASTE DISTRICT	56X00256	LANDFILL FEES - 0625	06/30/2025	9,758.38	141.60 TONS
10-69-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	STREET DEPT. LONG DISTANC	07/01/2025	.35	
10-69-440 ADVERTISING						
11020	KEMMERER GAZETTE	07-01-25	SANITATION BILLING CHANGES	07/01/2025	292.80	
10-69-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	2858-0725	SAN DEPT	07/08/2025	11.69	
PARKS MAINTENANCE						
10-75-230 SMALL TOOLS						
21005	UMB CARD CENTER	75590679	16" CHAIN SAW	06/17/2025	243.97	
10-75-250 VEHICLE MAINTENANCE & REPAIRS						
21005	UMB CARD CENTER	7544200	SLOAN VALVE DIAPHRAGM KIT	06/25/2025	64.50	
21005	UMB CARD CENTER	8507448	LAWN MOWER CLUTCH	06/30/2025	154.99	
10-75-285 BUILDING AND GROUNDS MAINTENAN						
21005	UMB CARD CENTER	9792243	SHOWER VALVES	06/21/2025	86.72	
21005	UMB CARD CENTER	F33596	SWING REPAIRS	06/24/2025	7.11	
10-75-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	PARKS LONG DISTANCE	07/01/2025	.99	
10-75-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	5167-0725	BLDG/ PARKS SHOP	07/08/2025	63.51	
10-75-960 EQUIPMENT REPLACEMENT						
21005	UMB CARD CENTER	6476205	TODDLER SWING	06/05/2025	39.99	
COMMUNITY DEVELOPMENT/PLANNING						
10-86-360 CONTRACTUAL SERVICES						
10020	JORGENSEN ASSOCIATES, INC	56552	ENG - CR HOLDINGS TRACT 1	07/11/2025	1,700.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
MUNICIPAL COURT						
10-88-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	COURT LONG DISTANCE	07/01/2025	.99	
10-88-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - COURT	06/01/2025	16.80	
CAPITAL PROJECTS FUND						
PUBLIC SAFETY						
26-70-014 E CITATION SYSTEM						
90269	INTELLICHOICE, INC.	1234177	E. CITATION SYSTEM	07/14/2025	14,945.00	
EVENTS, CULTURE AND TRAINING						
26-72-022 FISHING POND REHAB						
90012	IDAWY SOLID WASTE DISTRICT	56X00256	LANDFILL - FISHING POND	06/30/2025	72.75	
GOLF COURSE FUND						
OPERATIONS AND MAINTENANCE						
54-73-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	75589110	SPRAY PAINT	06/10/2025	17.98	
54-73-240 GAS, OIL AND LUBRICANTS						
30396	RELADYNE WEST, LLC	1243516-IN	FUEL - GC	06/19/2025	2,029.29	
54-73-250 VEHICLE MAINT & REPAIRS						
21005	UMB CARD CENTER	75588130	L&G BATTERY	06/06/2025	49.99	
21005	UMB CARD CENTER	75588936	GOLF CART CABLE	06/09/2025	4.29	
21005	UMB CARD CENTER	75590684	BULK BOLTS & KEY BLANK	06/17/2025	4.24	
54-73-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	0573800	VOLTAGE REGULATOR	06/12/2025	20.99	
21005	UMB CARD CENTER	15337	MOUNT & VALVE STEMS	06/12/2025	552.00	
21005	UMB CARD CENTER	73142	SPARK PLUG	06/11/2025	11.72	
54-73-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0625	GOLF MAINT. - INTERNET	06/02/2025	34.51	
54-73-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	4097-0725	GOLF SHOP	07/08/2025	41.74	
54-73-810 SUBSCRIPTIONS, MEMBER. & DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - GOLF MAINT.	06/01/2025	19.23	
CLUBHOUSE						
54-80-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	0030656	OFFICE SUPPLIES	06/04/2025	81.57	
21005	UMB CARD CENTER	087348	THERMAL PAPER ROLLS	06/13/2025	15.39	
54-80-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	10137065	CLUB HOUSE WATER HEATER	06/25/2025	514.98	
54-80-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0625	CLUBHOUSE - INTERNET	06/02/2025	34.52	
54-80-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8358-0725	GOLF CLUBHOUSE	07/08/2025	12.12	
54-80-810 SUBSCRIPTIONS, MEMBERSHIPS, DUE						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - CLUBHOUSE	06/01/2025	16.80	
54-80-860 SPECIAL PROJECTS AND PROGRAMS						
21005	UMB CARD CENTER	060883	JR. GOLF CAMP FOOD	06/26/2025	47.95	
21005	UMB CARD CENTER	1245078	GOLF PARTY FAVORS	06/24/2025	50.98	
54-80-895 LIQUOR/MALT BEVERAGE/FOOD						
21005	UMB CARD CENTER	015676	BAR SUPPLIES	06/20/2025	12.94	
21005	UMB CARD CENTER	031723	BAR SUPPLIES	06/10/2025	9.79	
21005	UMB CARD CENTER	041173	BAR SUPPLIES	06/03/2025	47.45	
21005	UMB CARD CENTER	046299	BAR SUPPLIES	06/05/2025	24.35	
21005	UMB CARD CENTER	046460	BAR SUPPLIES	06/20/2025	72.30	
21005	UMB CARD CENTER	051574	BAR SUPPLIES	06/27/2025	48.53	
21005	UMB CARD CENTER	053439	BAR SUPPLIES	06/16/2025	38.77	
21005	UMB CARD CENTER	057217	BAR SUPPLIES	06/11/2025	28.27	
21005	UMB CARD CENTER	058281	BAR SUPPLIES	06/14/2025	85.37	
21005	UMB CARD CENTER	065486	BAR SUPPLIES	06/27/2025	19.99	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
21005	UMB CARD CENTER	074265	BAR SUPPLIES	06/14/2025	25.01	
21005	UMB CARD CENTER	078911	DRINKING WATER	06/02/2025	6.29	
21005	UMB CARD CENTER	096299	DRINKING WATER & LIMES	06/11/2025	16.68	
21005	UMB CARD CENTER	097681	BAR SUPPLIES	06/24/2025	24.06	
21005	UMB CARD CENTER	459054	CLUBHOUSE FOOD / SUPPLY O	06/11/2025	312.51	
21005	UMB CARD CENTER	459656	CLUBHOUSE FOOD ORDER	06/27/2025	217.70	
AIRPORT FUND						
OPERATIONS AND MAINTENANCE						
55-73-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	510166	NEW WARNING LABELS	06/23/2025	170.19	
55-73-285 BUILDING MAINTENANCE						
10074	ADEPT LLC	1263	CITY HANGER DOOR REPAIR	07/10/2025	2,600.00	
55-73-360 CONTRACTUAL SERVICES						
20897	BUGMAN INC	3045	PEST CONTROL - AIRPORT	07/14/2025	100.00	
55-73-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	AWOS SYSTEM	07/01/2025	2.76	
30100	CENTURYLINK COMMUNICATIO	2350L-0725	AIRPORT LONG DISTANCE	07/01/2025	.99	
21005	UMB CARD CENTER	0725-INT	AIRPORT INTERNET	06/20/2025	51.45	
EVENT AND RECREATION FUND						
REC CENTER OPERATIONS						
56-82-210 OFFICE SUPPLIES						
80025	MOUNTAIN WEST BUSINESS S	A8906	COPIES	07/08/2025	18.00	
21005	UMB CARD CENTER	1239408	ENVELOPES FISHING DERBY T	06/12/2025	4.98	
21005	UMB CARD CENTER	VP-CPVOGBK	THANK YOU CARDS FISHING D	06/10/2025	38.83	
56-82-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	6609045	FACIAL TISSUE	06/13/2025	19.00	
21005	UMB CARD CENTER	9001054	BOX CUTTERS FOR CARDBOA	06/15/2025	9.99	
21005	UMB CARD CENTER	F32411	CLR	06/17/2025	6.59	
56-82-360 CONTRACTUAL SERVICES						
20897	BUGMAN INC	3045	PEST CONTROL - REC CENTER	07/14/2025	50.00	
56-82-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	REC CENTER LONG DISTANCE	07/01/2025	.99	
21005	UMB CARD CENTER	0725-INT	REC CENTER INTERNET	06/20/2025	31.45	
56-82-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	1348-0725	REC CENTER	07/08/2025	159.77	
56-82-710 EQUIPMENT LEASE						
23015	WELLS FARGO FINANCIAL LEA	5035064396	COPIER LEASE - REC	07/09/2025	259.00	
56-82-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - REC	06/01/2025	16.80	
56-82-860 SPECIAL PROJ & PROGRAMS						
21005	UMB CARD CENTER	048915	FISHING DERBY PRIZES	06/06/2025	15.66	
21005	UMB CARD CENTER	07366	WATER - DRINKING BOTTLED	06/11/2025	11.96	
21005	UMB CARD CENTER	235003727211	FISHING DERBY PRIZES	06/07/2025	50.00	
21005	UMB CARD CENTER	3974602	LASER POINTER - CLIMBING	06/11/2025	6.99	
21005	UMB CARD CENTER	515721081202	FISHING DERBY PRIZES	06/05/2025	481.84	
21005	UMB CARD CENTER	53631954	SNACKS FISHING DERBY	06/02/2025	102.60	
21005	UMB CARD CENTER	6854625	WIRELESS MIC	06/04/2025	31.99	
21005	UMB CARD CENTER	75587060	MISC FISHING GEAR (PRIZES)	06/01/2025	23.96	
21005	UMB CARD CENTER	75588114	FISHING DERBY PRIZES	06/06/2025	58.72	
21005	UMB CARD CENTER	75588119	FISHING DERBY WORMS	06/06/2025	85.80	
21005	UMB CARD CENTER	9874650	MISC FOR FISHING DERBY	06/02/2025	323.56	
21005	UMB CARD CENTER	F29478	FISHING GEAR (PRIZES)	06/01/2025	27.15	
21005	UMB CARD CENTER	F30377	FISHING DERBY PRIZES	06/06/2025	76.72	
LEISURE PROGRAMS						
56-84-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0625	OUTDOOR POOL - INTERNET	06/02/2025	34.51	
56-84-960 EQUIPMENT REPLACEMENT						
21005	UMB CARD CENTER	517135073874	POOL SUPPLIES	06/19/2025	111.25	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
21005	UMB CARD CENTER	7269825	POOL SUPPLIES	06/18/2025	13.13	
56-84-980 NEW EQUIPMENT						
21005	UMB CARD CENTER	US2717	SKATE SHARPENER	06/27/2025	1,673.50	
OUTDOOR POOL						
56-88-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	1707410	LAMOTTE WATERPROOF BLUE	06/25/2025	201.30	
56-88-360 CONTRACTUAL SERVICES						
21005	UMB CARD CENTER	31184147	SERVICE CALL/ ESTIMATE	06/17/2025	270.00	
56-88-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8758-0725	SWIMMING POOL	07/08/2025	614.72	
56-88-820 LINEN AND UNIFORMS						
99238	WOLFIES LLC	378	LIFEGUARD SHIRTS	07/22/2025	58.70	
CULTURAL ARTS AND EVENTS						
ADMINISTRATION						
57-43-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	7881039	OFFICE SUPPLIES - NOTE PAD	06/15/2025	7.99	
57-43-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	084327	CLEANING SUPPLIES	06/30/2025	17.97	
21005	UMB CARD CENTER	2026624	PAPER TOWELS FOR RESTRO	06/06/2025	64.99	
21005	UMB CARD CENTER	7881039	CLEANING TOWELS	06/15/2025	36.99	
21005	UMB CARD CENTER	C5254830	STATES POW FLAGS	06/09/2025	144.24	
21005	UMB CARD CENTER	CS255491	AMERICAN FLAG	06/13/2025	85.51	
21005	UMB CARD CENTER	F32414	TOILET PAPER / GARBAGE BAG	06/17/2025	108.98	
57-43-285 BUILDING AND GROUNDS MAINT						
90012	IDAWY SOLID WASTE DISTRICT	56X00256	LANDFILL - EC	06/30/2025	72.00	
57-43-360 CONTRACTUAL SERVICES						
20897	BUGMAN INC	3045	PEST CONTROL - EVENT CENT	07/14/2025	215.00	
57-43-410 TELECOMMUNICATIONS						
30100	CENTURYLINK COMMUNICATIO	2350L-0725	EC ALARM	07/01/2025	1.38	
57-43-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	3107-0725	EVENT CENTER	07/08/2025	107.97	
57-43-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0525	GOOGLE APPS - EC	06/01/2025	33.60	
57-43-820 LINENS AND UNIFORMS						
21005	UMB CARD CENTER	LOGD1748123	LINENS	06/04/2025	82.64	
57-43-840 REFUNDS						
99251	TERRA POWER	REFUND	EVENTS CENTER RENTAL OVE	07/23/2025	320.10	
57-43-860 SPECIAL PROJ & PROGRAMS						
21005	UMB CARD CENTER	043179	WATER FOR EVENTS	06/11/2025	11.96	
21005	UMB CARD CENTER	084327	PAPER PLATES	06/30/2025	35.58	
VISITORS' SERVICES						
57-45-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0625	VISITOR CTR. INTERNET	06/02/2025	34.51	
57-45-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	7708-0725	VISITOR CENTER	07/08/2025	19.21	
RENTAL FUND						
OLD CITY HALL RENTALS						
60-93-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	1907202	OTH LIGHT BULBS	06/20/2025	26.89	
60-93-360 CONTRACTUAL SERVICES						
20897	BUGMAN INC	3045	PEST CONTROL - OTH	07/14/2025	30.00	
60-93-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	6172-0725	700 CEDAR	07/08/2025	54.35	
Grand Totals:					75,763.05	

Local Purchases	Non-Local Purchase
\$ 5,772.41	\$10,390.66

UMB Total: \$ 16,163.07

CREDIT: \$(0)

Big Ticket Purchases:

Binghams Custom Meats, Morgan UT: \$733.24

Home Depot, GA: \$394.90

Intermountain Bobcat of West Valley UT: \$845.08

Amazon, WA: \$324.00

Amazon, WA: \$313.48

Amazon, WA: \$323.56

Amazon, WA: \$481.84

SP Sparx Hockey, MA: \$1673.50

Google GSuite, CA: \$540.03

Cheyenne Little America, WY: \$477.00

F.B Mcfadden Wholesale Rock Springs, WY: \$312.51

Tabled Business (a)

Tabled Business

AGENDA ITEM # A ~~OLD BUSINESS~~

=====

Department: ADMINISTRATION

Meeting Date: ~~June 9th, 2025~~

~~June 23, 2025~~

~~July 14, 2025~~

July 28, 2025

SUBJECT: 3rd Reading Ordinance 2025-899 granting to Questar Gas Company, dba Enbridge Gas Wyoming a franchise for the construction, operation and maintenance of a gas distribution system in the City of Kemmerer.

DESCRIPTION/JUSTIFICATION:

Our Franchise with our natural gas utility, Questar, now doing business as Enbridge Gas Wyoming, has expired, and needs to be renewed.

This has previously been done by ordinance and the original ordinance is attached, as well as the language for the new ordinance. At least two items that should be discussed:

- 1) the Franchise fee, which in our most recent Ordinance 97-754 was two percent (2 %) of Gross Revenue derived from the sale and use of natural gas used within the corporate limits of the City, and whether that should/could be added and raised; and
- 2) the new language in section 14 asking the City to waive any type of bond requirement. The City has required bond permits for other utilities such as Rocky Mountain Power and Allwest, which protects us if we are not satisfied with the impact of replacement, repair, testing, and relocations that typically occur from time to time.

In our June 9th meeting, it was asked if the bond was necessary. In checking with other Cities, the City of Rock Springs also requires a bond to protect themselves from excavation costs (cuts to the streets for example). I am checking on the amount of bond they require. Suggestions were made about the bonding/permit fees language in section 14 and have been added.

It was also suggested that section 16 regarding contamination should be stricken due to the risk to the City and it not necessarily being our responsibility.

I have also checked with our municipalities on the typical terms, and one had a 5-year and one a 15-year term. This agreement has an initial term of 20 years. I suggest and have written an initial 5-year term, given that changes can happen in legislation and a future council may want to weigh in on any changes in the regulatory environment or in the costs to the city of providing any easement.

I have also inquired with Enbridge about what we are currently charging for our

franchise fee and staff has researched the amount we get annually from our franchise fees. Enbridge is researching the % to confirm. Whatever the fee, here is what we received in previous years:

--FY 23-24 the City received \$38,663.62 from Dominion Energy in franchise taxes.

--FY 24-25 the City has received \$30,526.06 from Dominion Energy in franchise taxes.

In our June 23, 2025 meeting we discussed adding a four-year term with automatic renewal. It appears that Enbridge will be OK with a five-year term. Enbridge has confirmed that we are receiving a 2% franchise fee which language has been added in section 7, along with associated language from section 10 of our current Franchise Ordinance No 97-754, along with additional language needed for reporting and tracking revenues for the City Treasurer's purposes.

Enbridge has some concerns about the bonding and about continuing the 2% franchise fee and may not be ready to sign-off on this agreement. It should be clear that not having the bonding creates more risk for the city and lowering the franchise fee would lower the city's annuals significantly and potentially increase expenses should there be excavations. In fact the recently approved budget includes a forecast of over \$30,000 in franchise tax revenues from Enbridge, which we recommend not reducing.

RECOMMENDED ACTION:

Consider any revisions after discussions, then pass on 3rd and final Reading, Ordinance 2025-899 granting Questar Gas Company, dba Enbridge Gas Wyoming a franchise for the construction, operation and maintenance of a gas distribution system in the City of Kemmerer.

Attachments Provided: Yes X No

Submitted by: Brian Muir, City Administrator

ORDINANCE NO. 2025-899

DATE: _____

AN ORDINANCE GRANTING TO QUESTAR GAS COMPANY, DBA ENBRIDGE GAS WYOMING, A FRANCHISE FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF A GAS DISTRIBUTION SYSTEM IN THE CITY OF KEMMERER, LINCOLN COUNTY, STATE OF WYOMING.

Questar Gas Company, dba Enbridge Gas Wyoming, a Utah corporation (Enbridge Gas Wyoming) desires to construct, maintain and operate a gas distribution system within the City of Kemmerer, Wyoming (City); and

The City Council has determined that it is in the best interest of the citizens of the City to grant a franchise to Enbridge Gas Wyoming to use the roads and streets within the City for such purpose;

NOW THEREFORE the City Council ordains as follows:

1. **Grant of Franchise.** The City grants to Enbridge Gas Wyoming a nonexclusive franchise (Franchise) to construct, maintain and operate in the present and future roads, streets, alleys, highways and other public rights-of-way within City limits, including any property annexed or otherwise acquired by the City after the effective date of this Franchise, (collectively, “Streets”) a distribution system for furnishing natural and manufactured gas to the City and its inhabitants for heating and other purposes. Enbridge Gas Wyoming shall have the right to erect, construct, equip and maintain along, over and under the Streets a system of mains, pipes, laterals and related equipment (“Facilities”) as are reasonably necessary for supplying gas service in accordance with this Franchise.

2. **Consideration.** In consideration of this Franchise, Enbridge Gas Wyoming shall pay to the City the sum of \$50.00 upon acceptance of this Franchise and shall provide gas service in accordance with the terms of this Franchise.

3. **Term.** ~~This Franchise is granted for an initial term of twenty (20) years. At the expiration of the initial term, the Franchise shall continue in effect upon the same terms and conditions for up to two additional terms (each of which is a renewal period) of fifteen (15) years each. The City may terminate the Franchise at the end of the initial term, or any renewal period, by giving Enbridge Gas Wyoming written notice of the City's intent to so terminate not less than ninety (90) calendar days before the expiration of the initial term or any renewal period.~~ This Franchise is granted for an initial term of five (5) years, with an automatic renewal for additional terms of five (5) years, unless the governing body or utility chooses not to renew, and gives proper notice. The City or utility may terminate the Franchise at the end of the initial term, or any renewal term, by giving written notice of its intent not to renew the franchise grant, not less than one hundred eighty (180) calendar days before the expiration of the term.

4. **Acceptance.** Within sixty (60) days after the passage of this ordinance, Enbridge Gas Wyoming shall file with the City an unconditional written acceptance of the Franchise declaring its acceptance of the Franchise and its intention to be bound by the terms and conditions of the Franchise.

5. **Construction and Maintenance of Facilities.** All Facilities shall be constructed and installed so as to interfere as little as possible with traffic over and public use of the Streets and to cause minimum interference with the rights and reasonable convenience of property owners who adjoin any of the Streets. All Facilities shall be constructed in accordance with established gas distribution construction practices and in a manner which protects the Facilities from all traffic loads. All Facilities that are installed during the term of the Franchise shall be sited without unreasonable additional cost to Enbridge Gas Wyoming to be visually unobtrusive and to preserve the natural beauty and neighborhood aesthetics within the City limits.

Enbridge Gas Wyoming shall repair or replace, at its own expense, any and all rights of way, pavements, sidewalks, street improvements, excavations, other facilities, landscaping, or other improvements, public or private, that it damages in the Franchise operations.

6. **Compliance with Ordinances – Conflict.** Enbridge Gas Wyoming shall comply with all City ordinances, regulations and requirements and shall pay all applicable excavation fees and charges that are or may be prescribed by the City with respect to the construction, maintenance and operation of all Facilities. However, these obligations shall apply only as long as such ordinances, regulations, requirements or fees are not preempted by or otherwise in conflict with any applicable statutory or constitutional law, rule or regulation, or the tariffs approved by regulatory bodies having jurisdiction over Enbridge Gas Wyoming, including this Franchise and any lawful revisions made and accepted by Enbridge Gas Wyoming during the term of the Franchise.

The City shall have the right to inspect the construction, operation and maintenance of the Facilities to ensure the proper compliance with applicable City ordinances, regulations and requirements. In the event Enbridge Gas Wyoming should fail to comply with the terms of any City ordinance, regulation or requirement, the City shall give Enbridge Gas Wyoming written notice of such non-compliance and the time for correction provided by ordinance or a reasonable time for correction if there is no applicable ordinance. After written notice and failure of Enbridge Gas Wyoming to make correction, the City may, at its sole risk, make such correction itself and charge the cost to Enbridge Gas Wyoming including any minimum cost provided by ordinance. Nothing in this Franchise limits Enbridge Gas Wyoming's right to oppose any ordinance, either existing, proposed, or adopted from and after the effective date of this Franchise.

7. Franchise Fee As further consideration for this franchise, and in lieu of all municipal occupation or license taxes upon the Enbridge Gas Wyoming, which provides for the use by Enbridge Gas Wyoming of the streets and other public places within the City, the Company shall pay to the City a Franchise Fee in the amount of two percent (2%) of the Gross Revenue, as defined below in subsection 7.3.

7.1 Within forty-five (45) days after the close of each quarter in each calendar year, Enbridge Gas Wyoming shall file with the City's Treasurer, a report of such Gross Revenues for such quarter, together with a check for the amount due. Such report shall contain a statement of Gross Revenues and any deductions made because of adjustments or corrections as herein provided. Within thirty (30) days from the submission of the statement of Gross Revenues and Franchise Fee owing, or within such reasonable additional time as he/she may request, the City Treasurer may investigate the statement and determine the accuracy of the amounts reported, and if the City Treasurer finds any mathematical errors, report them to Enbridge Gas Wyoming for correction. If the Franchise Fee as paid shall be found deficit, Enbridge Gas Wyoming shall promptly remit the difference, and if the Fee as paid be found excessive, the City shall promptly refund the difference. In the event of a disagreement, Enbridge Gas Wyoming shall make payment under protest during the resolution of the dispute between the parties.

7.2 The records of Enbridge Gas Wyoming pertaining to the report(s) required in this Section shall be open for inspection by the City and its duly authorized representatives for the purpose of verification.

7.3 "Gross Revenue" refers to any revenue of Enbridge Gas Wyoming derived from the sale and use of natural gas used within the corporate limits of the City after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered.

8. **Information Exchange.** Upon request by either the City or Enbridge Gas Wyoming, as reasonably necessary, Enbridge Gas Wyoming and the City shall meet for the purpose of exchanging information and documents regarding construction and other similar work within the City limits, with a view towards coordinating their respective activities in those areas where such coordination may prove mutually beneficial. Any information regarding future capital improvements that may involve land acquisition shall be treated with confidentiality upon request to the extent that the City may lawfully do so.

9. **Relocation.** Upon written notice to Enbridge Gas Wyoming, the City may require the relocation and removal or reinstallation (collectively, “Relocation”) of any Facilities located in, on, along, over, across, through, or under any of the Streets located within the City Right-of-Way. After receipt of such written notice, Enbridge Gas Wyoming shall diligently begin such Relocation of its Facilities as may be reasonably necessary to meet the City’s requirements and that the City provide Enbridge Gas Wyoming with a reasonable new location for the Facilities. The Relocation of Facilities by Enbridge Gas Wyoming shall be at no cost to the City if (i) such request is for the protection of the public health, safety and welfare pursuant to lawful authority delegated to the City; (ii) the Facilities have been installed pursuant to this or any other Enbridge Gas Wyoming franchise and not pursuant to a property or other similar right, including, but not limited to, a right-of-way, grant, permit, or license from a state, federal, municipal or private entity; and (iii) the City provides a new location for the Facilities. Otherwise, a Relocation required by the City pursuant to such written notice shall be at the City’s expense. Enbridge Gas Wyoming shall not pay any costs of relocation regardless of the location of the right-of-way for projects and purposes related to private development. Following Relocation of any Facilities, Enbridge Gas Wyoming may maintain and operate such Facilities in

a new location within City limits without additional payment. If a City project is funded by federal or state monies that include an amount allocated to defray the expenses of Relocation of Facilities, then the City shall compensate Enbridge Gas Wyoming up to the extent of such amount for any Relocation costs mandated by the project to the extent that the City actually receives or is otherwise authorized to direct or approve payment of such federal or state funds.

Notwithstanding the preceding paragraph, Enbridge Gas Wyoming shall be responsible for any costs associated with an authorized City project that are not attributable to Enbridge Gas Wyoming's Facilities in the Streets. Further, all such costs shall be allocated among all utilities or other persons whose facilities or property are subject to Relocation due to an authorized City project.

10. **Terms of Service.** Enbridge Gas Wyoming shall furnish gas service without preference or discrimination among customers of the same service class at reasonable rates, in accordance with all applicable tariffs approved by and on file with regulatory bodies having jurisdiction over Enbridge Gas Wyoming, including revisions to such tariffs made during the term of the Franchise, and in conformity with all applicable constitutional and statutory requirements. Enbridge Gas Wyoming may make and enforce reasonable rules and regulations in the conduct of its business, may require its customers to execute a gas service agreement as a condition to receiving service, and shall have the right to contract with its customers regarding the installation and operation of its Facilities. To secure safe and reliable service to the customers, and in the public interest, Enbridge Gas Wyoming shall have the right to prescribe the sizes and kinds of pipes and related Facilities to be used and shall have the right to refuse service to any customer who refuses to comply with Enbridge Gas Wyoming's rules and regulations.

11. **Indemnification.** Enbridge Gas Wyoming shall indemnify, defend and hold the City, its officers and employees, harmless from and against any and all claims, demands, liens, liabilities, damages, actions and proceedings arising from the exercise by Enbridge Gas Wyoming of its rights under this Franchise, and Enbridge Gas Wyoming shall pay the reasonable cost of defense plus the City's reasonable attorneys' fees. Notwithstanding any provision to the contrary, Enbridge Gas Wyoming shall not be obligated to indemnify, defend or hold the City harmless to the extent that any underlying claim, demand, lien, liability, damage, action and proceeding arises out of or in connection with any act or omission of the City or any of its agents, officers or employees.

12. **Assignment.** Enbridge Gas Wyoming may assign or transfer its rights and obligations under the Franchise to any parent, affiliate, or subsidiary of Enbridge Gas Wyoming, to any entity having fifty percent (50%) or more direct or indirect common ownership with Enbridge Gas Wyoming, or to any successor-in-interest or transferee of Enbridge Gas Wyoming having all necessary approvals, including those from the Wyoming Public Service Commission or its successor, to provide utility service within the City limits. Otherwise, Enbridge Gas Wyoming shall not transfer, assign or delegate any of its rights or obligations under the Franchise to another entity without the City's prior written approval, which approval shall not be unreasonably withheld or delayed. Inclusion of the Franchise as an asset of Enbridge Gas Wyoming subject to the liens and mortgages of Enbridge Gas Wyoming shall not constitute a transfer or assignment requiring the City's prior written consent.

13. **Designation of Representative.** The Parties respective designated representatives authorized to receive and respond to issues and inquiries by the other Party in

connection with the Franchise are set forth below. The Parties may designate a new representative from time to time upon prior written notice to the City.

Questar Gas Company
Attn: [redacted]
P.O. Box 45360
Salt Lake City, Utah 84145-0360
Phone: 801-324-[redacted]
Fax: 801-324-[redacted]

Name: _____
Attn: _____

Phone: _____
Fax: _____

14. **Insurance.** The Company shall responsibly self-insure or maintain insurance to cover its obligations and liabilities as set forth in Section 110, in lieu of any insurance as may be required in any City ordinances.

15. **Bonding/Permit fees.** The City expressly waives any type of bond requirement for Enbridge Gas Wyoming for City requested relocations ~~as well as Enbridge Gas Wyoming replacement, repair, testing, or maintenance projects within the City right of way.~~ Further, the City expressly waives any type of required permitting fees for City requested relocations ~~as well as Enbridge Gas Wyoming replacement, repair, testing, or maintenance projects within the City right of way.~~ The waiver of the foregoing bond and permitting fee requirements shall not include projects related to private development in which case the City shall accept required bond and fees from the owner, developers, or contractor requesting the project. The City may require a bond from Enbridge Gas Wyoming for any replacement, repair, testing, or maintenance projects within the City right of way. [Amount of bond to be?]

16. **Subcontractors:** Enbridge Gas Wyoming may subcontract with third parties, at its sole discretion, for the provisions of any of the services contemplated by this Agreement, and so doing does not create or pose third-party beneficiary status upon City.

~~17. **Contamination:** If Enbridge Gas Wyoming encounters any contaminated soil or groundwater during the Work that requires remediation or disposal, or poses a hazard as determined solely by Enbridge Gas Wyoming, Enbridge Gas Wyoming may suspend the Work until the contamination is removed, disposed of, and/or appropriately remediated to Enbridge Gas Wyoming's satisfaction and at no cost to Enbridge Gas Wyoming. Upon written notice to the City, if Enbridge Gas Wyoming elects to remediate the contamination, City shall pay all costs incurred by Enbridge Gas Wyoming arising from or caused by the remediation as Additional Construction Costs.~~

18. **Safety/Emergency Access:** At all times, Enbridge Gas Wyoming shall have immediate access to, and authorization to perform whatever action necessary to its Facilities in the event of an emergency or under any circumstances where the safety of any person or property may be compromised. In such event, Enbridge Gas Wyoming shall notify the City as quickly as practicable as circumstances dictate.

19. **Ownership of Facilities:** The Facilities that Enbridge Gas Wyoming constructs to render natural gas service shall at all times remain solely the property of Enbridge Gas Wyoming. Enbridge Gas Wyoming may render services from these Facilities and otherwise utilize them as it sees fit without liability of any kind, or obligation to any party.

20. **Minimum Distance:** City shall not install and shall not permit the installation of any underground facilities within three (3) feet horizontally or one foot vertically from Enbridge Gas Wyoming's Facilities. City shall not install and shall not permit the installation of any above-ground structures within fifteen (15) feet of Enbridge Gas' Facilities.

21. **Effect of Invalidity.** If any portion of this Franchise is for any reason held illegal, invalid, or unconstitutional, such invalidity shall not affect the validity of any remaining portions of this Franchise.

22. **Natural Gas Service:** This Agreement is for natural gas facilities only and is not an agreement to provide natural gas service. Upon completion of the Facilities, Enbridge Gas Wyoming shall provide natural gas service utilizing the Facilities in accordance with Enbridge Gas Wyoming Natural Gas Tariff (“Tariff”) on file with the Wyoming Public Service Commission (“Commission”) as may be revised from time to time. No Party shall be precluded from this Agreement from petitioning the Commission for modification of any applicable rate schedules or rules and regulations pertaining to natural gas service. Nothing in this Agreement shall be deemed to require Enbridge Gas Wyoming to install additional capacity to serve future needs.

23. **Amendment.** This ordinance shall not be altered or amended unless mutually agreed upon in writing by Enbridge Gas Wyoming and the City.

24. **Survival of Terms:** The Parties’ obligations of indemnity and limitations of damages shall survive termination of this Agreement.

25. **Waiver:** The failure of a Party to require the performance of a term or obligation under this Agreement, or the waiver by a Party of any breach, shall not prevent subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach under this Agreement. No waiver of any provision of this Agreement shall be valid unless in writing and signed by the Party against whom charged.

26. **Effective Date.** This ordinance shall become effective upon the date of acceptance by Enbridge Gas Wyoming as established above.

27. **Entire Agreement:** This Agreement contains the entire agreement between the Parties concerning the subject matter, and it replaces and supersedes any and all prior or contemporaneous, oral or written, agreements, understandings, communication, and representations between the Parties. Any terms or conditions contained in any confirmation, statement, or invoice that differ or vary the terms of this Agreement are null and void and shall have no effect between the Parties. This Agreement may not be amended except in writing signed by the Parties.

28. **Counterpart:** This Agreement may be executed in one or more counterparts, each of which will constitute an original but all of which together constitute a single document.

29. **Authority:** Each person signing this Agreement warrants that the person has full legal capacity power and authority to execute this Agreement for and on behalf of the respective Party and to bind such Party.

APPROVED and ADOPTED this _____ day of _____, 2023.

[CITY}

ATTEST:

City Recorder

By: _____
Mayor _____

City Council Members

Yea

Nay

Abstaining

ACCEPTANCE OF FRANCHISE

This is to certify that Questar Gas Company, dba Enbridge Gas Wyoming accepts the franchise for the construction, operation and maintenance of a gas distribution system granted by the Council of the City of _____, _____ County, State of Wyoming, as evidenced by an Ordinance and adopted by the Mayor and Council on _____, 20___. Questar Gas Company, dba Enbridge Gas Wyoming accepts the franchise as approved and agrees that it will be bound by and observe and carry out the terms and conditions of the franchise. This Acceptance of Franchise is signed on behalf of the corporation and by authority of a resolution of its Board of Directors.

Dated at Salt Lake City, Utah this _____ of _____, 2025.

QUESTAR GAS COMPANY,
dba ENBRIDGE GAS WYOMING

Judd Cook
Vice President and General Manager of
Western Distribution

New Business (a)

AGENDA ITEM # a NEW BUSINESS

=====

Department: ADMINISTRATION

Meeting Date: July 28th, 2025

SUBJECT: Resolution 2025-858 Establishing the Kemmerer Recreation Advisory Board

DESCRIPTION/JUSTIFICATION:

There is interest in the community in creating a recreation advisory board to advise and give recommendations to the City Council and Recreation Manager concerning the creation and maintenance of recreation programs and facilities, excluding the golf course. (Note that Kemmerer’s golf course already has an advisory board for those types of recreational programs and activities, and it is important to make it clear to this new advisory board that golf is not their role nor purview, so as to prevent confusion and potential conflict.)

RECOMMENDED ACTION:

Pass, approve, and adopt Resolution No. 2025-858 establishing the Kemmerer Recreation Advisory Board, with its functions and duties.

Attachments Provided: Yes X No

Resolution No 2025-858 Attached

Submitted by: Brian Muir, City Administrator

RESOLUTION NO. 2025-858

A RESOLUTION PROVIDING FOR THE ESTABLISHMENT, FUNCTIONS,
AND DUTIES OF A RECREATION ADVISORY BOARD FOR THE CITY OF
KEMMERER, WYOMING.

WHEREAS, the City Council wishes to establish a Recreation Advisory Board, with its functions and duties;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF KEMMERER, LINCOLN COUNTY, WYOMING THAT:

Section 1 - Creation: There is hereby created a Recreation Board of the City of Kemmerer, Wyoming, consisting of five (5) members to be appointed by the Mayor and confirmed by the City Council. Initially, one (1) member shall be appointed for a term of one year; two (2) members shall be appointed for a term of two years; and two (2) members shall be appointed for a term of three years. There after all terms shall be for a period of three (3) years.

Section 2 - By-Laws: The Board shall adopt by-laws as deemed necessary to effectively manage the affairs of the Board. A copy of said by-laws shall be filed in the office of the City Clerk.

Section 3 - Officers: The Board shall elect from among its membership a Chairperson, Vice Chairperson, and Secretary. The terms of office and responsibilities of these officers shall be established by by-laws.

Section 4 - Meetings: Meeting of the Board shall be held at least bi-monthly September thru May or more often as needed, and shall be held in a regular meeting place established by the City Council. The meeting shall be open at all times to the public, and public involvement should be encouraged. An agenda for each meeting shall be prepared by the Recreation Manager. Minutes shall be kept of all meetings and copy of said minutes shall be filed in the office of the City Clerk.

Section 5 - Advisory Board: The purpose and function of the Board is to advise and give recommendations to the City Council and Recreation Manager concerning the creation and maintenance of recreation programs and facilities, excluding the golf course. The Board does not supervise the activities of the Kemmerer Recreation Manager or their staff, nor does the Board monitor the activities of contractors performing work for the City, nor the activities of the Kemmerer Recreation Department employees. As an advisory board, no final decision-making authority is vested in same.

The Board shall, in its determinations, deliberations, and recommendations, be as broadly representative of the community as possible, keeping in mind the different social, educational, economic, racial and geographical aspects of the community and the needs of the elderly, the handicapped and youth on a non-discriminatory basis.

Section 6 - Duties of the Board:

- a. Communicate and coordinate with other public bodies such as the Planning and Zoning Commission, the local School Board, the South Lincoln County Recreation Improvement and Lincoln County Recreation Commission, to insure effective planning of adequate parks and recreational facilities, excluding the golf course.
- b. Work with the Recreation Manager in all phases of the recreation program to promote program effectiveness.
- c. Make periodic inspections of areas and facilities; make periodic observations of program activities and services; make a comprehensive appraisal of all programs regularly.
- d. Develop a long-range plan and program for acquisition and development of open spaces and recreation facilities, excluding the golf course, being cognizant of the City's financial capabilities to develop and maintain same.
- e. Stimulate citizen involvement by soliciting citizen opinions, welcoming suggestions and constructive criticism, and by representing the best interests of the entire community responsibly and responsively.
- f. Through working with the Recreation Manager, recommend to the City Council policies, guidelines and rules and regulations for the use of city facilities such as parks and indoor recreation areas, excluding the golf course; recommend polices governing the conduct of recreational programs, excluding the golf course.
- g. Through studies, assess recreation needs in the community, excluding the needs of the golf course. Determine which programs are needed to satisfy the citizen and resident needs.
- h. Recommend to the City Council priorities for the construction of recreation facilities, and for the funding of recreation programs, excluding the golf course.
- i. Review the annual budget for recreation as submitted by the Recreation Manager. Make suggestions concerning the content of the budget to the City Council.
- J. Perform other duties as assigned by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF KEMMERER, LINCOLN COUNTY, WYOMING THAT THE RECREATION ADVISORY BOARD IS HEREBY ESTABLISHED.

PASSED, APPROVED, AND ADOPTED by the Governing Body of the City of Kemmerer, Lincoln County, Wyoming this 28th day of July 2025.

CITY OF KEMMERER

BY: _____
ROBERT BOWEN, MAYOR

ATTEST:

BY: _____
NATASIA DIERS, CITY CLERK/TREASURER

New
Business
(b)

Department: Events & Recreation

Meeting Date: July 28, 2025

SUBJECT: Resolution No. 2025-859 Setting SLTEC Fee Schedule

BRIEF DESCRIPTION/JUSTIFICATION:

The Event Center Fees were adjusted in April of 2024. The previous director had adjusted some of the fees and created a Wedding Package rate in Resolution 2024-832.

I have been working at the Event Center since September of 2024 and feel that the Event Center is not utilized to its full potential. This is a beautiful building and a focal point of our community. I feel that it should be full all the time. Currently, most of the meetings that are being held are 4-H meetings. We don't charge for those meetings due to agreements between Lincoln County and the City of Kemmerer.

I have made changes to the Wedding Package rate. We have not rented the building out for a wedding at the rates established in the last resolution. We actually have had one wedding party that moved their event to Evanston due to the price. I have included the rates for the Roundhouse and Machine Shop in Evanston for comparison. Note that when using their facilities, the renter is responsible for setup, teardown and light cleaning of the facility. For this new rate, the linens are not included. The rate will include a longer time for setup at the SLTEC's discretion. The setup times will be adjusted if the building is being utilized for an event that day.

I have removed the option of the Small Training Room. This room has only been used once in the last year and the rooms only have one exit if there happened to be an emergency.

One fee I have taken off of the rates was the option for the renter to setup and teardown the tables, chairs, etc. The renter can help set up the building to their satisfaction. By staff taking care of the teardown, the tables can be cleaned, chairs racked correctly and less repairs to walls from racks being pushed into them.

I have also made a Funeral/Memorial Service rate as well as a Celebrations (Birthday Party/Bridal Shower/Baby Shower) rate.

I added an additional kitchen fee for use of the dishes only.

If resolution is passed, the documents that are used for business purposes will be adjusted and the change will be advertised on our Facebook page and in the community.

I also recommend wording in the policies and procedures to prohibit red, orange or purple drinks being served on the carpeted area. We have had several stains in the area that we are unable to clean.

RECOMMENDED ACTION: Pass, Approve and Adopt Resolution 2025-859 Setting SLTEC Fees Effective August 1, 2025.

Attachments Provided: Yes No

Submitted by: Jamie Thornock

RESOLUTION NO. 2025-859

A RESOLUTION AMENDING RESOLUTION 2024-832 SOUTH LINCOLN TRAINING EVENT CENTER
FEE SCHEDULE EFFECTIVE AUGUST 1, 2025

WHEREAS, the City Council has determined that it is the best interest of the City to set a fee schedule annually at the South Lincoln Training and Event Center;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Kemmerer, Lincoln County, Wyoming, as follows:

Large Training Room (Mioplosus or Heliobatis and Dragonfly)	\$60/Hr	\$240/Day
Expanded Training Room (Heliobatis, Dragonfly, Mioplosus)	\$90/Hr	\$360/Day
Great Room (Knitia/Priscacara)	\$210/Hr	\$840/Day
Expanded Great Room	\$300/Hr	\$1200/Day

DISCOUNTS: City/County Residents-10%, Nonprofit/Gov Org-20%, County/LCSD #1-50%

Wedding Package

Access to the space for 8 hours the day before the event and 4 hours the day after the event (at Event Center Director's discretion).

Example: 8 hours Friday, all day Saturday, 4 hours Sunday.

Package includes the use of the kitchen and one portable wet bar, second portable wet bar, linen rental, stage use or additional time will be billed according to regular rates.

Great Room	\$1500/3 day period
Expanded Great Room	\$2000/3 day period

Additional Rentals

Great Room

Funeral/Memorial Services (Two-hour service in Great Room)	\$300
--	-------

Large Training Room

Celebrations (Birthday Party/Bridal Shower/Baby Shower)	\$150
---	-------

Security Deposit

Security deposits are due at the time rental is booked.

	Without Alcohol	With Alcohol
Large Training Room	\$120.00	\$240.00
Expanded Training Room	\$180.00	\$360.00
Great Room	\$420.00	\$840.00
Expanded Great Room	\$600.00	\$1200.00

Rental Equipment

Stage	\$90.00
Portable Wet Bar	\$40.00
Linens	**

**In-house black tablecloths available to rent for \$3.50/piece + 10% Administrative Fee
Color napkins and tablecloths available
ASK FOR PRICE QUOTE
ALL LINEN RENTALS \$15.00 SERVICE CHARGE

Full Kitchen Use	\$200.00/Day
Limited Kitchen Use (Dishes Only)	\$100.00/Day
Coffee, Tea and Water Service *	\$60.00/\$120.00
*up to 100 people/over 100 people	
Catering	Request quote
Copies	\$0.25/page

PRIVATE FUNCTIONS: FAMILY, WEDDINGS, PARTIES

Rental Fees

To rent any of these buildings, call the Facilities Division at 307-783-6306. Buildings can be rented for only ONE day for setup and only ONE day for cleanup for 50% of the daily user fee after paying for a full rental fee.

Building	User fee	Cleaning and damage deposit (per day)
Roundhouse	\$700	\$1,400
Machine Shop	\$500	\$1,000
Beeman-Cashin	\$200	\$400
Depot	\$150	\$400
Depot Square (Depot, Beeman, Chinese Gazebo, Martin Park Gazebo and grassy areas)	\$300	\$500
Chinese Gazebo with Beeman or Depot	\$200	\$400
Gazebo at Martin Park with Beeman or Depot	\$200	\$400

GOVERNMENT/SCHOOLS

Rental Fee

To rent any of these buildings, call the Facilities Division at 307-783-6306. Buildings can be rented for ONE day for setup and ONE day for cleanup for 50% of the daily user fee after paying for a full rental price.

Building	User fee	Cleaning and damage deposit (per day)
Roundhouse	\$200	\$400
Machine Shop	\$150	\$300
Beeman-Cashin	\$50	\$200
Depot	\$30	\$200
Depot Square (Depot, Beeman, Chinese Gazebo, Martin Park Gazebo, and grassy areas)	\$90	\$400
Chinese Gazebo with Depot or Beeman	\$60	\$200
Martin Park Gazebo with Depot or Beeman	\$60	\$200
For Profit Sporting Event in any Building	\$1,500	\$1,500

- User fee payment is required at time of reservation and accepted on a first-come, first-served basis.
- Cleaning and damage deposit is due at the time of reservation (credit card or cash only).
- The person making the reservation is responsible for the facility - no subleasing is permitted.

South Lincoln Training and Event Center
Rental Invoice Worksheet

Client: _____ Event Date: _____

Billing Address: _____

Discounts Applied (discounts only on room rental):

- County Resident (10%) Nonprofit/Gov't (20%)
 City/County/School District (50%) Punch Pass (6th use free)
 Punch Pass (7 or more 50%)

Security Deposit: Amount to be refunded \$ _____

Amount to be surrendered for damages, etc. \$ _____ (attach pictures & receipts)

Room(s)	X	Base Rate		#Hours Used	Hours Used Price
		Hour	Day		
Small Training Room		\$48.00	\$150.00		
Large Training Room		\$60.00	\$240.00		
Expanded Training Room		\$90.00	\$360.00	N/A	
Great Room (Level A)		\$180.00	\$960.00	N/A	
Great Room (Level B)		\$180.00	\$720.00	N/A	
Expanded Great Room (Level A)		\$300.00	\$1440.00	N/A	
Expanded Great Room (Level B)		\$300.00	\$1200.00	N/A	
Kitchen		\$200.00		N/A	
Kitchen Limited Use (Dishes only)		\$100.00			
Wedding Pkg Great Room		\$2100.00 \$1500.00		N/A	
Wedding Pkg Expanded Great Room		\$3100.00 \$2100.00		N/A	
Funeral/Memorial Service		\$300.00			
Celebration (Birthday, Baby)		\$150.00			
Stage		\$90.00		N/A	
Portable Wet Bar		\$40.00			

Additional Services	Yes	No	# of Guests	Rate	10% Admin Fee	Total
Catering set up or provided by SLTEC						
Coffee, Tea & Water Service 0-100 people \$60 Over 100 people \$120						
Soda and bottled water (\$1 per person per bowl)					N/A	
Plates, plasticware and napkins (\$.50 per person per meal)					N/A	

Linen Rental	Y	N	Quantity	10% Admin Fee	Service Fee	Total
Tablecloth \$4.75 \$5.50					\$15.00	

South Lincoln Training and Event Center
Rental Invoice Worksheet

Napkins \$.47.55						
In-house tablecloth (BLACK only) \$3.00 3.50					N/A	

SLTEC Rental Invoice Worksheet Total

Room Rental	+
Kitchen Use	+
Equipment Use (Stage, Wet Bar, etc.)	+
Additional Services	+
Linen Rental	+
If Security Deposit was collected, enter amount	-
Enter discount amount, if any	-
Enter Fee Waiver by City Council, if any	-
Total Due	=



SOUTH LINCOLN TRAINING & EVENT CENTER

Standard room rate includes tables, chairs, podium, microphones, portable walls, projector & WiFi.
Staff available for an additional \$40 per employee.

Small Training Room (Heliobatis or Dragonfly)	\$48/Hr	\$150/Day
Large Training Room (Mioplosus or Heliobatis and Dragonfly)	\$60/Hr	\$240/Day
Expanded Training Room (Heliobatis, Dragonfly, Mioplosus)	\$90/Hr	\$360/Day
Great Room (Knitia/Priscacara)	\$180210/Hr	\$960840/Day
Expanded Great Room	\$300/Hr	
		\$14401200/Day

DISCOUNTS: City/County Residents -10%, Nonprofit/Gov Org -20%, City/County/LCSD #1-50%

Level B Service

Available for ~~Great Room and Expanded Great Room~~
Renter is responsible for all set up and tear down of table and chairs

Great Room	\$720/Day
Expanded Great Room	\$1200/Day

Wedding Package

Access to the space for 4-8 hours the day before the event and 4 hours the day after the event (at Event Center Director's discretion).

Example: 4-8 hours Friday, all day Saturday, 4 hours Sunday.

Package includes the use of the kitchen and ~~one portable wet bar, and linens for 200 guests (30 tablecloths and 225 napkins)~~

~~Additional~~ Second portable linens, wet bar, linen rental, stage use or additional time will be billed according to regular rates.

Great Room	\$2100 1500/3 day period
Expanded Great Room	\$231000 /3 day period

Additional Rentals

Great Room

Funeral/Memorial Services (Two-hour service in Great Room) \$300

Large Training Room

Celebrations (Birthday Party/Bridal Shower/Baby Shower) \$150

Security Deposit

Security deposits are due at the time rental is booked.

	Without Alcohol	With Alcohol
Small Training Room	\$75.00	\$150.00
Large Training Room	\$120.00	\$240.00
Expanded Training Room	— \$180.00	\$360.00
Great Room	— \$360.00	\$720.00
Expanded Great Room	— \$600.00	\$1200.00

See back side for additional available items and services

Rental Equipment

Stage	\$90.00
Portable Wet Bar	\$40.00
Linens	**

**In-house black tablecloths available to rent for ~~\$3.500~~/piece +
10% Administrative Fee

Color napkins and tablecloths available
ASK FOR PRICE QUOTE

ALL LINEN RENTALS \$15.00 SERVICE CHARGE

<u>Full Kitchen Use</u>	<u>_____</u>
— \$200.00/Day	
<u>Limited Kitchen Use (Dishes only)</u>	<u>\$100.00/Day</u>

Coffee, Tea and Water Service *

\$60.00/\$120.00

Catering

Request quote

Copies

_____ \$0.25/page

*up to 100 people/over 100 people

New
Business
(c)

AGENDA ITEM # C NEW BUSINESS

=====

Department: ADMINISTRATION

Meeting Date: July 28th, 2025

SUBJECT: Lease Agreement with Dogtastic for Animal Control Building

DESCRIPTION/JUSTIFICATION:

Dogtastic, an animal care company, wishes to lease our animal control building. Our Police Chief Mike Kahre is in favor of this as long as the City Police Department, which is responsible for animal control, can still have access to the building for their needs. Signing this lease will not only

A lease agreement listing the terms will be provided electronically before City Council and printed on they day of.

RECOMMENDED ACTION:

Authorize Mayor Robert Bowen to sign the lease agreement with Dogtastic to lease our Animal Control Building.

Attachments Provided: Yes X No

Lease Agreement will be e-mailed for review over the weekend, then printed on Monday.

Submitted by: Brian Muir, City Administrator