



**“The Fossil Fish Capital of the World”
City of Kemmerer, Wyoming
AGENDA
KEMMERER CITY COUNCIL MEETING
Monday, March 23, 2026**

5:00 p.m. – Pre-Meeting Workshop

Department Reports
Agenda Review

6:00 p.m. – Regular Meeting

- **CALL TO ORDER:** Mayor Robert Bowen
- **PLEDGE OF ALLEGIANCE:**
- **ROLL CALL:**
- **APPROVAL OF AGENDA:** March 23, 2026
- **PRESENTATIONS:**
Swearing in of New K9 Officer, Rasta
Sarah Dayton – South Lincoln Economic Coalition Report
Stephen Allen, Chief of Staff of Lincoln County
Chad Hunzie, 15-Year Service Award
- **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 March 9, 2026;
 - (b) Approval of payment of bills, payroll, and ACH payments;
 - (c) Robert Chapin Airport Hangar Lease.
- **NEW BUSINESS:**
 - (a) 2026 Mosquito Management Grant Application
 - (b) Bighorn Flying Co 2026 Mosquito Control Quote and Letter of Support
 - (c) OTH Elevator Maintenance Agreement
 - (d) AvCard Acceptance at the Airport

- (e) Letter of Support for Lincoln County's Grant Application for the Wyoming Outdoor Recreation and Tourism Trust Fund
- (f) WYDOT FY 2026-2027 Salt & Sand Project Request Letter

- **COMMENTS:**

- (a) City Administrator
- (b) Council Comments
- (c) Mayor Comments

- **ADJOURN**

NEXT REGULAR COUNCIL MEETING WILL BE ON MONDAY, APRIL 13, 2026.

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

Presentations

- Swearing in of New K9 Officer, Rasta
- Sarah Dayton, South Lincoln Economic Coalition Report
- Stephen Allen, Chief of Staff for Lincoln County
- Chad Hunzie, 15-year service award

Consent Agenda (a)

The Kemmerer City Council met in regular session this 9th day of March, 2026, at 6:00 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 David McConkie, Councilmember Brantley Popp and Councilmember Bill Price. Councilmember Mark Quinn was absent.

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

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

PUBLIC HEARING:

Mayor Bowen opened the public hearing on the Liquor License transfer from Michael R. Julian to Saloon 307, LLC at 708 J.C. Penney Drive at 6:01 p.m. Phillip Williams made public comment. The mayor closed the public hearing; 6:04 p.m.

VISITORS' COMMENTS AND PETITIONS:

Arvid Aase, Jessica Lozier and Jaycee Romrell made comments to the council.

CONSENT AGENDA:

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

Those items were:

- (a) Approval of Meeting Minutes of February 23, 2026.
- (b) Approval of the payment of the bills, payroll, and ACH payments as presented;

18819 NCPERS	48.00	18820 Wyoming Retirement System	22,882.47
18821 Ace Hardware	19.98	18822 Active Internet Technologies	1,500.00
18823 Bobcat of Rock Springs	491.72	18824 Bugman, Inc.	290.00
18825 Centurylink	1,038.55	18826 Centurylink Communications	13.74
18827 Cooper, Brandi	105.00	18828 Dearden, Brexton	75.00
18829 DEX Imaging, LLC	113.71	18830 First Bank of Wyoming	5,358.41
18831 Freedom Mailing Services	298.18	18832 GOTO Technologies USA	277.22
18833 IDAWY Solid Waste District	7,599.00	18834 JUB Engineers Inc.	10,168.65
18835 K-D Joint Powers Board	1,992.83	18836 Kemmerer Gazette	549.00
18837 MC2 Engineering	3,150.00	18838 Netwize	2,047.69
18839 Outlaw Supply, Inc.	1,853.25	18840 Shums Coda Associates	452.50
18841 Stout Law Center	2,250.00	18842 Tegler & Associates	156.00
18843 Verizon Wireless	611.77	18844 Westar Printing LLC	144.00
18845 Wex Bank	1,577.69	18846 Wyoming Educators Benefit Trust	44,704.62
18847 WY State Board of Pharmacy	80.00	02/25/26 Federal Tax Deposit-ACH	14,497.05
02/25/26 New Payroll Deposit-ACH	50,280.99	02/25/26 AFLAC -ACH	12.24
02/25/26 Expert Pay – ACH	1270.52	02/25/26 Orchard Trust – ACH	1200.00

02/28/26 Core Business Tech - ACH 22.45 02/28/26 Worldpay – ACH 94.94
(c) Authorize the mayor to sign the Single Audit Certification Form.

NEW BUSINESS:

- (a) Motion was made by Councilmember Batista to approve the transfer of the Retail Liquor License at 712 J.C. Penney Dr. from Michael R. Julian to Saloon 307, LLC; seconded by Councilmember Popp and unanimously approved by council present.
- (b) Motion was made by Councilmember Price to authorize the mayor to sign the Rental Agreement with LCSD#1 for use of school facilities; seconded by Councilmember McConkie and unanimously approved by council present.
- (c) Motion was made by Councilmember Popp to authorize the mayor to sign the Wyoming Community Foundation Grant Application for Spring 2026; seconded by Councilmember Ellis and unanimously approved by council present.
- (d) Motion was made by Councilmember McConkie to authorize the mayor to sign the Elk Street Agreement with R&D Sweeping; seconded by Councilmember Ellis and unanimously approved by council present.
- (e) Motion was made by Councilmember Ellis to authorize the mayor to sign the Contract for Building Inspection Services with Jason Hergert; seconded by Councilmember Batista and unanimously approved by council present.
- (f) Motion was made by Councilmember McConkie to authorize mayor to sign the Revize Custom Design Web Services Sales Agreement for a new city website; seconded by Councilmember Popp and unanimously approved by council present.

COMMENTS:

Dean Stout, City Attorney, made comments. Brian Muir, City Administrator, made comments. Councilmember Batista, Councilmember McConkie, Councilmember Popp and Mayor Bowen made comments.

ADJOURN:

There being no further business before the council, Mayor Bowen adjourned the regular meeting; 6:50 p.m.

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						
19010	SHUMS CODA ASSOCIATES	12165	BUILDING INSPECTIONS - JUST	03/11/2026	330.00	
10-23130 COURT BONDS HELD						
99254	JOHNSON, DYLAN	BR# 26-0076	BOND REFUND	03/13/2026	890.00	
LEGISLATIVE						
10-41-430 PUBLIC RELATIONS & COMM						
21005	UMB CARD CENTER	093416	BOTTLED WATER - CR	02/27/2026	11.97	
21005	UMB CARD CENTER	75629955	SERVICE AWARD - CH	02/06/2026	103.59	
10-41-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	067145	MEAL - DM	02/11/2026	2.29	WAM CONFERENCE CHE
21005	UMB CARD CENTER	12627138	HOTEL STAY - DM	02/13/2026	278.00	WAM CONFERENCE CHE
10-41-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-CITY COUNCIL	02/01/2026	117.60	
ECONOMIC DEVELOPMENT						
10-42-993 4% LODGING TAX						
60226	FOSSIL BASIN PROMOTION BO	03-2026	LODGING TAX - FEB 2026	03/10/2026	2,652.15	
60226	FOSSIL BASIN PROMOTION BO	0326-02	LODGING TAX-FEB 2026	03/13/2026	2,526.05	
ADMINISTRATION						
10-43-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	2782667	FILE FOLDERS, CABLES, PRINT	02/08/2026	56.27	
21005	UMB CARD CENTER	5299465	CHARGING CORD	02/22/2026	9.99	
10-43-410 TELECOMMUNICATIONS						
10081	ALL WEST COMMUNICATIONS	0628-0326	INTERNET - ADMIN	03/01/2026	51.56	
10081	ALL WEST COMMUNICATIONS	0628-0326	IP CONNECTION SLTEC TO CH	03/01/2026	15.00	
10-43-440 ADVERTISING						
11020	KEMMERER GAZETTE	03/05/26/37415	LIQUOR LICENSE TRANSFER &	03/05/2026	183.00	
11020	KEMMERER GAZETTE	2-26-26/37394	LIQUOR LICENSE TRANSFER	02/27/2026	48.80	
10-43-450 PRINTING & REPRODUCTION						
21005	UMB CARD CENTER	9427409	TONER INK CARTRIDGES (4)	02/03/2026	247.56	
10-43-510 TRAINING						
21005	UMB CARD CENTER	56283	CONTINUING EDUCATION - WA	02/04/2026	300.00	
10-43-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	025541	JUICE - BM	02/11/2026	2.49	WAM CONFERENCE CHE
21005	UMB CARD CENTER	036427	FUEL - BM	02/13/2026	23.75	WAM CONFERENCE CHE
21005	UMB CARD CENTER	067145	MEAL - BM	02/11/2026	2.29	WAM CONFERENCE CHE
21005	UMB CARD CENTER	12627137	HOTEL STAY - BM	02/13/2026	278.00	WAM CONFERENCE CHE
21005	UMB CARD CENTER	4297904	FUEL - BM	02/13/2026	20.52	WAM CONFERENCE CHE
21005	UMB CARD CENTER	599287	FUEL - BM	02/11/2026	31.38	WAM CONFERENCE CHE
10-43-710 EQUIPMENT LEASE						
23015	WELLS FARGO FINANCIAL LEA	5038046380	XEROX COPIER LEASE - CH	03/14/2026	264.47	
10-43-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.17	
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-ADMIN	02/01/2026	134.40	
21005	UMB CARD CENTER	IDWTLMWZ	ICLOUD STORAGE	02/16/2026	.99	
CITY HALL COMPLEX						
10-47-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	9928247	AA BATTERIES	02/27/2026	33.42	
10-47-240 GAS, OIL & LUBRICANTS						
99234	GUNTER'S SERVICE	BLDGS-0226	FUEL	02/28/2026	191.01	
10-47-250 VEHICLE MAINTENANCE & REPAIR						
21005	UMB CARD CENTER	18901	OIL CHANGE & SERVICE MAINT	02/26/2026	94.25	
10-47-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	3139415	HEAVY DUTY FAN RELAY	02/15/2026	106.19	
10-47-285 BLDG. AND GROUNDS MAINTENANCE						
21005	UMB CARD CENTER	3132261	CITY HALL CLEANING SUPPLIE	02/24/2026	21.38	
21005	UMB CARD CENTER	5359422	PLASTIC SPOONS - BR	02/28/2026	13.87	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
10-47-360 CONTRACTUAL SERVICES						
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-BLDGS	02/01/2026	16.80	
10-47-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	0326-INT	BLDG MAINT. - INTERNET	02/20/2026	41.50	
10-47-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	3097-0326	CITY HALL	03/05/2026	1,022.86	
17007	ENBRIDGE GAS UTAH	7197-0326	CITY HALL II	03/05/2026	388.49	
10-47-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	003-0226	CITY HALL	03/05/2026	1,009.69	
18009	ROCKY MOUNTAIN POWER	047-0226	CITY HALL SPRINKLER	03/05/2026	37.69	
18009	ROCKY MOUNTAIN POWER	100-0226	CITY HALL PARKING LOT	03/05/2026	33.04	
18009	ROCKY MOUNTAIN POWER	101/105-0226	CITY HALL STREETLIGHTS	03/05/2026	828.30	
POLICE ADMINISTRATION						
10-50-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	004018	CLIPBOARDS	02/10/2026	19.96	
21005	UMB CARD CENTER	079777	BATTERIES	02/03/2026	22.77	
21005	UMB CARD CENTER	103159	LOCKOUT COMBO KIT	02/03/2026	251.80	
21005	UMB CARD CENTER	5393840	SECURITY TAMPER TAPE	02/08/2026	29.95	
21005	UMB CARD CENTER	75629370	ACETONE, TORCH KIT, PLIES, S	02/01/2026	168.96	
10-50-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	18860	OIL CHANGE	02/19/2026	82.00	
10-50-250 VEHICLE MAINT & REPAIRS						
21005	UMB CARD CENTER	068831	VEHICLE REPAIR - JR	02/27/2026	1,425.40	
21005	UMB CARD CENTER	2863	VEHICLE MAINT. - NS	02/25/2026	367.60	
21005	UMB CARD CENTER	80070	OIL CHANGE	02/09/2026	71.82	
10-50-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	F69534	OUTLETS - PD	02/27/2026	9.18	
21005	UMB CARD CENTER	F69719	CARPET REMODEL - PD	02/28/2026	133.91	
10-50-410 TELECOMMUNICATIONS						
10081	ALL WEST COMMUNICATIONS	0628-0326	INTERNET - POLICE DEPT.	03/01/2026	25.39	
10-50-450 PRINTING & REPRODUCTION						
21005	UMB CARD CENTER	65234	POLICE K-9 DECAL PRINTS	02/17/2026	177.96	
10-50-510 TRAINING						
21005	UMB CARD CENTER	028064	POLICE K-9 CONFERENCE	02/18/2026	1,050.00	
10-50-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	889970	ROOM STAY - JW	02/18/2026	89.57	K-9 CONFERENCE IN VE
21005	UMB CARD CENTER	889972	ROOM STAY - DB	02/18/2026	89.57	K-9 CONFERENCE IN VE
21005	UMB CARD CENTER	889973	ROOM STAY - MK	02/18/2026	146.26	K-9 CONFERENCE IN VE
10-50-710 EQUIPMENT LEASE						
23015	WELLS FARGO FINANCIAL LEA	5037910011	COPIER LEASE - PD	03/05/2026	96.00	
10-50-810 SUBSCRIPTIONS, MEMB. & DUES						
21005	UMB CARD CENTER	49AF49EE8E	MICROSOFT SUBSCRIPTION	02/22/2026	104.99	
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.16	
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS - PD	02/01/2026	151.20	
10-50-850 INTERGOVERNMENTAL SERV.						
12017	LINCOLN COUNTY SHERIFF OF	0226	COMMUNICATIONS - 0226	02/28/2026	2,400.00	
12017	LINCOLN COUNTY SHERIFF OF	0226	PRISONER CARE - 0226	02/28/2026	120.00	
ANIMAL CONTROL						
10-55-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	75629369	DOG FOOD	02/01/2026	102.99	
10-55-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8097-0326	ANIMAL SHELTER	03/05/2026	70.51	
10-55-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	015-0226	ANIMAL SHELTER	03/05/2026	119.57	
PUBLIC WORKS ADMINISTRATION						
10-65-630 STREET LIGHTING						
18009	ROCKY MOUNTAIN POWER	028/035-0226	STREET LIGHTING	03/05/2026	9.86	
18009	ROCKY MOUNTAIN POWER	053-0226	STREET LIGHTING (HOLLAND)	03/05/2026	12.40	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
18009	ROCKY MOUNTAIN POWER	061-0226	SPINEL LIFT STATION	03/05/2026	366.46-	
18009	ROCKY MOUNTAIN POWER	094/099-0226	STREET LIGHTS	03/05/2026	3,993.94	
STREET MAINTENANCE						
10-66-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	3969805	SHARPIES	02/21/2026	28.78	
21005	UMB CARD CENTER	75630686	BATTERIES FOR OFFICE	02/05/2026	19.99	
21005	UMB CARD CENTER	75631632	TRASH BAGS & BOTTLED WAT	02/19/2026	56.72	
21005	UMB CARD CENTER	F68735	SHARPIES	02/20/2026	19.98	
10-66-230 SMALL TOOLS						
21005	UMB CARD CENTER	75629697	REPLACE BROKEN SHOVELS	02/04/2026	80.97	
21005	UMB CARD CENTER	75629868	WELDING WIRE	02/05/2026	64.99	
21005	UMB CARD CENTER	75630722	ELECTRICAL TAPE & SPRAY BO	02/12/2026	14.98	
21005	UMB CARD CENTER	F66673	PAINT PENS TO MARK AIR LINE	02/02/2026	49.95	
21005	UMB CARD CENTER	F67889	DRILL BITS & BOLTS	02/12/2026	13.73	
21005	UMB CARD CENTER	F68032	REPLACE LADDER - MAIN ST F	02/13/2026	119.99	
21005	UMB CARD CENTER	F68960	TORCH KIT	02/23/2026	64.99	
10-66-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	75629443	ANTIFREEZE	02/02/2026	179.86	
21005	UMB CARD CENTER	75629849	PROPANE	02/12/2026	19.99	
21005	UMB CARD CENTER	75631632	DIESEL SUPPLEMENT	02/19/2026	179.88	
99234	GUNTER'S SERVICE	STREET - 022	FUEL	02/28/2026	1,629.86	
10-66-260 CONSTRUCTION & REPAIR SUPPLIES						
14018	NORCO INC	0046092612	WELDING CYLINDER RENTAL	02/28/2026	14.00	
19000	SAFETY SUPPLY & SIGN CO. IN	197000	SIGNS	02/09/2026	158.64	
20001	TEAM LABORATORY CHEMICAL	IN0050525	TACK COAT (4)	02/24/2026	852.00	
10-66-280 EQUIPMENT MAINTENANCE						
30090	CENTURY EQUIPMENT COMPA	RP79818	LIGHT FOR CASE LOADER	02/24/2026	284.58	
21005	UMB CARD CENTER	18719	REPLACE BATTERIES ON 140H	02/03/2026	530.00	
21005	UMB CARD CENTER	18727	REPLACE BATTERIES ON ROLL	02/03/2026	380.00	
21005	UMB CARD CENTER	75631721	FLAG POLES REPAIR FOR HOL	02/20/2026	9.29	
21005	UMB CARD CENTER	80168	BYPASS SWITCH	02/12/2026	6.35	
21005	UMB CARD CENTER	80311	TEMPORARILY REWIRE SANDE	02/18/2026	124.77	
21005	UMB CARD CENTER	80474	HEAD LIGHT BULB	02/25/2026	9.95	
21005	UMB CARD CENTER	F66863	REGULATOR ON HOT BOX	02/03/2026	21.99	
21005	UMB CARD CENTER	S20046489-1	REPLACE SHEAR PIN BUSHING	02/10/2026	706.90	
23025	WHEELER MACHINERY CO , IN	PS002056266	SWITCH	03/10/2026	70.30	
10-66-285 BLDG. & GROUNDS MAINTENANCE						
21005	UMB CARD CENTER	4484234	FLAGS, FLAG POLES	02/16/2026	392.00	
10-66-360 CONTRACTUAL SERVICES						
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-STREETS	02/01/2026	33.60	
10-66-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	0326-INT	STREETS - INTERNET	02/20/2026	31.45	
10-66-560 SAFETY						
15010	ONE-CALL OF WYOMING	78835	LOCATES - 02/26	03/10/2026	85.05	
21005	UMB CARD CENTER	75629821	DRINKING WATER	02/05/2026	23.94	
10-66-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	2858-0326	STREET DEPT	03/05/2026	324.44	
10-66-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	010-0226	INDUSTRIAL PARK	03/05/2026	8.06	
18009	ROCKY MOUNTAIN POWER	060-0226	GARAGE & SHOP	03/05/2026	340.09	
18009	ROCKY MOUNTAIN POWER	072-0226	INDUSTRIAL PARK	03/05/2026	21.62	
18009	ROCKY MOUNTAIN POWER	106-0226	GARAGE PARKING LOT	03/05/2026	8.06	
10-66-860 SAND						
23047	WYDOT - FINANCIAL SERVICES	156787	SALT & SAND / SODIUM	03/02/2026	15,810.55	
10-66-895 INCIDENTALS						
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.16	
SANITATION - OPERATIONS/MAINT.						

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
10-69-240 GAS, OIL & LUBRICANTS						
99234	GUNTER'S SERVICE	SANI - 0226	FUEL	02/28/2026	1,180.55	
10-69-280 EQUIPMENT MAINTENANCE						
16002	JACKSON GROUP PETERBILT, I	19537RS	LUBE FILTER	02/24/2026	91.09	
21005	UMB CARD CENTER	8848255	6 PACK ROCKER SWITCHES - G	02/21/2026	18.62	
10-69-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	2858-0326	SAN DEBT	03/05/2026	174.70	
10-69-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	010-0226	INDUSTRIAL PARK	03/05/2026	4.34	
18009	ROCKY MOUNTAIN POWER	060-0226	GARAGE & SHOP	03/05/2026	183.13	
18009	ROCKY MOUNTAIN POWER	072-0226	INDUSTRIAL PARK	03/05/2026	11.65	
18009	ROCKY MOUNTAIN POWER	106-0226	GARAGE PARKING LOT	03/05/2026	4.34	
PARKS MAINTENANCE						
10-75-230 SMALL TOOLS						
21005	UMB CARD CENTER	75630589	SAWHORSE - SIGN PAINTING	02/11/2026	39.99	
10-75-240 GAS, OIL & LUBRICANTS						
30396	RELADYNE WEST, LLC	1348205-IN	FUEL-GC/PARKS	03/17/2026	1,048.11	
10-75-420 POSTAGE						
21005	UMB CARD CENTER	094720	PAPERWORK MAILED (TIBBETT	02/23/2026	2.17	
10-75-440 ADVERTISING						
11020	KEMMERER GAZETTE	02-19-26/3738	HELP WANTED - GROUNDSKEE	02/19/2026	26.40	
11020	KEMMERER GAZETTE	2-26-26/37394	HELP WANTED - GROUNDSKEE	02/27/2026	26.40	
10-75-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	5167-0326	BLDG/ PARKS SHOP	03/05/2026	509.14	
10-75-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	002-0226	PARKS SHOP	03/05/2026	33.47	
18009	ROCKY MOUNTAIN POWER	018-0226	FRONTIER FIELDS	03/05/2026	33.27	
18009	ROCKY MOUNTAIN POWER	046-0226	DVILLE GATEWAY	03/05/2026	35.75	
18009	ROCKY MOUNTAIN POWER	055-0226	PIZ PARK (COULSON)	03/05/2026	34.19	
18009	ROCKY MOUNTAIN POWER	058-0226	COLD STORAGE	03/05/2026	76.32	
18009	ROCKY MOUNTAIN POWER	062-0226	KMER GATEWAY POE	03/05/2026	36.46	
18009	ROCKY MOUNTAIN POWER	067/107-0226	RANGER PARK	03/05/2026	69.80	
18009	ROCKY MOUNTAIN POWER	091-0226	ARCHIE NEIL CONCESSIONS	03/05/2026	37.04	
10-75-960 EQUIPMENT REPLACEMENT						
21005	UMB CARD CENTER	1635449	PICNIC TABLES	02/02/2026	3,450.00	
COMMUNITY DEVELOPMENT/PLANNING						
10-86-360 CONTRACTUAL SERVICES						
19010	SHUMS CODA ASSOCIATES	12165	BUILDING INSPECTIONS - 0226	03/11/2026	150.00	
MUNICIPAL COURT						
10-88-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-COURT	02/01/2026	16.80	
CAPITAL PROJECTS FUND						
ADMINISTRATION						
26-43-011 WEBSITE REBUILD						
18002	REVIZE LLC	23311	WEBSITE REBUILD	03/11/2026	9,225.00	
EVENTS, CULTURE AND TRAINING						
26-72-022 FISHING POND REHAB						
21005	UMB CARD CENTER	75629606	FISH POND SIGN	02/03/2026	95.21	
GOLF COURSE FUND						
OPERATIONS AND MAINTENANCE						
54-73-250 VEHICLE MAINT & REPAIRS						
21005	UMB CARD CENTER	80280	AIR/ OIL FILTERS FAIRWAY MO	02/17/2026	57.65	
54-73-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0226	GOLF MAINT. - INTERNET	02/02/2026	34.37	
54-73-440 ADVERTISING						
11020	KEMMERER GAZETTE	02-19-26/3738	HELP WANTED - GROUNDSKEE	02/19/2026	26.40	
11020	KEMMERER GAZETTE	2-26-26/37394	HELP WANTED - GROUNDSKEE	02/27/2026	26.40	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
54-73-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	4097-0326	GOLF COURSE	03/05/2026	231.09	
54-73-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	012-0226	GOLF MAINT. SHOP	03/05/2026	157.47	
18009	ROCKY MOUNTAIN POWER	048-0226	SECURITY LIGHT	03/05/2026	37.21	
18009	ROCKY MOUNTAIN POWER	049-0226	SODIUM VAPOR POLE	03/05/2026	9.86	
18009	ROCKY MOUNTAIN POWER	052-0226	GOLF CART SHED	03/05/2026	33.47	
18009	ROCKY MOUNTAIN POWER	069-0226	SECURITY LIGHT	03/05/2026	24.80	
54-73-810 SUBSCRIPTIONS, MEMBER. & DUES						
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.17	
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-GOLF MAINT	02/01/2026	16.80	
OPERATIONS/MAINTENANCE-BALLFLD						
54-77-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	016-0226	LITTLE LEAGUE CONCESSION	03/05/2026	106.25	
18009	ROCKY MOUNTAIN POWER	068-0226	STORAGE SHED	03/05/2026	33.27	
18009	ROCKY MOUNTAIN POWER	077-0226	LITTLE LEAGUE CROWS NEST	03/05/2026	15.35	
CLUBHOUSE						
54-80-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	75632537	RUFF MOWER OIL	02/26/2026	50.97	
54-80-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0226	CLUBHOUSE - INTERNET	02/02/2026	34.37	
54-80-440 ADVERTISING						
11020	KEMMERER GAZETTE	02-19-26/3738	HELP WANTED - CLUBHOUSE	02/19/2026	132.00	
11020	KEMMERER GAZETTE	2-26-26/37394	HELP WANTED - CLUBHOUSE	02/27/2026	132.00	
54-80-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8358-0326	GOLF CLUBHOUSE	03/05/2026	12.12	
54-80-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	070-0226	GOLF CLUBHOUSE	03/05/2026	570.12	
18009	ROCKY MOUNTAIN POWER	078-0226	RV SPACE	03/05/2026	24.24	
54-80-810 SUBSCRIPTIONS, MEMBERSHIPS, DUE						
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-CLUBHOUSE	02/01/2026	16.80	
AIRPORT FUND						
OPERATIONS AND MAINTENANCE						
55-73-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	0104605-IN	CROSSWIND RUNWAY LIGHT B	02/23/2026	194.74	
55-73-240 GAS, OIL AND LUBRICANTS						
99234	GUNTER'S SERVICE	AIRPORT-0226	FUEL	02/28/2026	115.02	
55-73-280 EQUIPMENT MAINTENANCE						
21005	UMB CARD CENTER	150326	HYDRAULIC CYLINDER FITTING	02/17/2026	12.34	
21005	UMB CARD CENTER	80191	REPLACE REVERSE LIGHT - AIRP	02/13/2026	21.36	
21005	UMB CARD CENTER	80196	REPAIR REVERSE LIGHT - AIRP	02/13/2026	8.06	
55-73-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	0326-INT	AIRPORT - INTERNET	02/20/2026	51.45	
55-73-610 PROPANE						
20887	BRIDGER VALLEY PROPANE	118771	PROPANE - HANGER & LOUNG	03/05/2026	779.72	
55-73-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	008-0226	AIRPORT SECURITY LIGHTING	03/05/2026	32.71	
18009	ROCKY MOUNTAIN POWER	017-0226	AIRPORT EQUIP BLDG	03/05/2026	138.15	
18009	ROCKY MOUNTAIN POWER	063-0226	AIRPORT HANGER #8	03/05/2026	67.12	
18009	ROCKY MOUNTAIN POWER	073-0226	AIRPORT TERMINAL	03/05/2026	157.77	
18009	ROCKY MOUNTAIN POWER	090-0226	AIRPORT VAULT	03/05/2026	492.38	
55-73-955 AVIATION FUEL						
10546	AVFUEL CORPORATION	024238600	JET A FUEL (4037 GALLONS)	03/16/2026	15,315.04	
RECREATION AND EVENT FUND						
REC CENTER OPERATIONS						
56-82-210 OFFICE SUPPLIES						
21005	UMB CARD CENTER	078329	AA & AAA BATTERIES	02/11/2026	19.78	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
56-82-220 TECHNICAL SUPPLIES						
21005	UMB CARD CENTER	042592	PART FOR WIRELESS MICROP	02/06/2026	3.07	
56-82-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	0153813	CORDLESS PHONE W/ ANSWER	02/27/2026	173.19	
21005	UMB CARD CENTER	0326-INT	REC CENTER - INTERNET	02/20/2026	31.45	
56-82-450 PRINTING & REPRODUCTION						
80025	MOUNTAIN WEST BUSINESS S	INV52910	COPIES	03/06/2026	23.86	
56-82-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	1348-0326	REC CENTER	03/05/2026	515.80	
56-82-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	084-0226	REC CENTER	03/05/2026	973.26	
56-82-710 EQUIPMENT LEASE						
23015	WELLS FARGO FINANCIAL LEA	5037985809	COPIER LEASE - REC	03/09/2026	259.00	
56-82-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.17	
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-REC	02/01/2026	16.80	
56-82-860 SPECIAL PROJ & PROGRAMS						
21005	UMB CARD CENTER	1928235	(4) BASKETBALL CLIPBOARDS	02/17/2026	31.84	
21005	UMB CARD CENTER	466051092301	27 GALLON TOTE	02/19/2026	8.86	
21005	UMB CARD CENTER	69930197	COMPUTER PROGRAM	02/28/2026	10.00	
56-82-960 EQUIPMENT REPLACEMENT						
21005	UMB CARD CENTER	1928235	EXERCISE HANDLES (2)	02/17/2026	15.98	
21005	UMB CARD CENTER	5293806	DUMBBELL SPRING COLLARS	02/27/2026	15.99	
OUTDOOR POOL						
56-88-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	8758-0326	SWIMMING POOL	03/05/2026	138.22	
56-88-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	040-0226	SWIMMING POOL	03/05/2026	35.34	
CULTURAL ARTS AND EVENTS ADMINISTRATION						
57-43-240 GAS, OIL & LUBRICANTS						
21005	UMB CARD CENTER	017704	FUEL - KW	02/08/2026	47.27	
57-43-260 CONSTRUCTION & REPAIR SUPPLIES						
21005	UMB CARD CENTER	3318622	DISPLAY CASE LIGHTS	02/19/2026	35.98	
57-43-285 BUILDING AND GROUNDS MAINT						
21005	UMB CARD CENTER	2899419	URINAL DEO., BATHROOM TOW	02/09/2026	129.41	
21005	UMB CARD CENTER	3853863	TOILET BOWL CLEANER	02/09/2026	19.89	
57-43-410 TELECOMMUNICATIONS						
10081	ALL WEST COMMUNICATIONS	0212-0326	PHONE SERVICE - EC	03/01/2026	88.78	
10081	ALL WEST COMMUNICATIONS	0212-0326	PHONE SERVICE - LINC CTY	03/01/2026	135.17	
10081	ALL WEST COMMUNICATIONS	0212-0326	INTERNET - SLTEC	03/01/2026	125.90	
10081	ALL WEST COMMUNICATIONS	0212-0326	LONG DISTANCE - EC	03/01/2026	3.00	
10081	ALL WEST COMMUNICATIONS	0212-0326	FAX & LONG DISTANCE - LINC	03/01/2026	35.77	
10081	ALL WEST COMMUNICATIONS	0628-0326	IP CONNECTION SLTEC TO CH	03/01/2026	15.00	
57-43-510 TRAINING						
21005	UMB CARD CENTER	2899419	MARRIOTT BOOK	02/09/2026	19.99	
57-43-520 TRAVEL & SUBSISTENCE						
21005	UMB CARD CENTER	017004	BREAKFAST - KW	02/07/2026	11.52	SLED DOG RACE IN LAN
21005	UMB CARD CENTER	052771	BREAKFAST - LH	02/02/2026	31.59	SLED DOG RACE IN JAC
21005	UMB CARD CENTER	056159	DINNER - KW	02/07/2026	35.18	SLED DOG RACE IN LAN
21005	UMB CARD CENTER	069852	BREAKFAST - KW	01/31/2026	24.57	SLED DOG RACE IN JAC
57-43-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	3107-0326	EVENT CENTER	03/05/2026	659.07	
57-43-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	086-0226	EVENTS CENTER	03/05/2026	1,703.06	
57-43-810 SUBSCR, MEMBERSHIP, DUES						
21005	UMB CARD CENTER	8182659	PRIME MEMBERSHIP	02/24/2026	23.17	
21005	UMB CARD CENTER	GOOGLE-0226	GOOGLE APPS-EC	02/01/2026	33.60	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
57-43-820 LINENS AND UNIFORMS						
21005	UMB CARD CENTER	1790302	RAGS CLEANING	02/16/2026	118.89	
57-43-860 SPECIAL PROJ & PROGRAMS						
21005	UMB CARD CENTER	000656	PLATES FOR SLED DOG DINNE	02/03/2026	35.58	
21005	UMB CARD CENTER	000881	COFFEE CUPS	02/02/2026	8.07	
21005	UMB CARD CENTER	015110	FOOD FOR SLED DOG DINNER	02/03/2026	70.01	
21005	UMB CARD CENTER	020698	SODA, WATER, NAPKIN, CUPS	02/10/2026	53.41	
21005	UMB CARD CENTER	023819	FOOD FOR SLED DOG DINNER	02/03/2026	38.74	
21005	UMB CARD CENTER	034065	IND. BUTTER - SLED DOG DINN	02/03/2026	16.00	
21005	UMB CARD CENTER	083504	SODA, WATER, COFFEE, COCO	02/17/2026	89.11	
21005	UMB CARD CENTER	087553	LASAGNA - SLED DOG DINNER	02/02/2026	295.84	
57-43-980 NEW EQUIPMENT						
21005	UMB CARD CENTER	2899419	TRAY TABLES	02/09/2026	38.98	
VISITORS' SERVICES						
57-45-410 TELECOMMUNICATIONS						
21005	UMB CARD CENTER	INT-0226	VISITOR CENTER - INTERNET	02/02/2026	34.36	
57-45-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	7708-0326	VISITOR CENTER	03/05/2026	93.97	
57-45-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	005-0226	VISITOR CENTER	03/05/2026	55.77	
18009	ROCKY MOUNTAIN POWER	085-0226	TRIANGLE PARK-SOUND EQUIP	03/05/2026	36.93	
RENTAL FUND						
OLD CITY HALL RENTALS						
60-93-610 NATURAL GAS						
17007	ENBRIDGE GAS UTAH	6172-0326	700 CEDAR	03/05/2026	422.88	
60-93-620 ELECTRIC						
18009	ROCKY MOUNTAIN POWER	075-0226	700 CEDAR	03/05/2026	382.82	
KEMMERER POWER STATION UNIT 1						
71-43-200 ACQUIRE POLICE K9						
21005	UMB CARD CENTER	0013751	MEAL - DB	02/25/2026	36.17	K-9 TRAINING IN TX
21005	UMB CARD CENTER	010247	MEAL - DB	02/22/2026	21.41	K-9 TRAINING IN TX
21005	UMB CARD CENTER	012239	KONG TUG - K-9 TRAINING	02/17/2026	4.50	
21005	UMB CARD CENTER	016347	MEAL - DB	02/18/2026	19.92	K-9 TRAINING IN TX
21005	UMB CARD CENTER	016935	MEAL - DB, CE	02/27/2026	28.06	K-9 TRAINING IN TX
21005	UMB CARD CENTER	018780	MEAL - DB	02/20/2026	24.65	K-9 TRAINING IN TX
21005	UMB CARD CENTER	024095	K-9 SUPPLIES/ PET WASH	02/28/2026	154.73	K-9 TRAINING IN TX
21005	UMB CARD CENTER	028717	MEAL - DB	02/18/2026	18.56	K-9 TRAINING IN TX
21005	UMB CARD CENTER	035492	MEAL - DB	02/16/2026	18.67	K-9 TRAINING IN TX
21005	UMB CARD CENTER	042603	MEAL - DB	02/25/2026	18.68	K-9 TRAINING IN TX
21005	UMB CARD CENTER	048939	MEAL - DB	02/15/2026	17.16	K-9 TRAINING IN TX
21005	UMB CARD CENTER	059771	MEAL - DB	02/16/2026	13.99	K-9 TRAINING IN TX
21005	UMB CARD CENTER	062193	FUEL - DB	02/27/2026	27.00	K-9 TRAINING IN TX
21005	UMB CARD CENTER	062271	MEAL - DB	02/19/2026	11.88	K-9 TRAINING IN TX
21005	UMB CARD CENTER	066105	MEAL - DB	02/23/2026	11.88	K-9 TRAINING IN TX
21005	UMB CARD CENTER	070361	MEAL - DB	02/20/2026	11.88	K-9 TRAINING IN TX
21005	UMB CARD CENTER	075922	MEAL-DB	02/15/2026	21.98	K-9 TRAINING IN TX
21005	UMB CARD CENTER	079912	MEAL - DB	02/22/2026	18.68	K-9 TRAINING IN TX
21005	UMB CARD CENTER	083594	MEAL - DB	02/23/2026	16.97	K-9 TRAINING IN TX
21005	UMB CARD CENTER	087679	MEAL - DB	02/16/2026	13.96	K-9 TRAINING IN TX
21005	UMB CARD CENTER	090662	MEAL - DB	02/17/2026	18.67	K-9 TRAINING IN TX
21005	UMB CARD CENTER	092013	MEAL - DB	02/25/2026	14.82	K-9 TRAINING IN TX
21005	UMB CARD CENTER	093145	MEAL - DB	02/21/2026	16.33	K-9 TRAINING IN TX
21005	UMB CARD CENTER	094471	MEAL - DB	02/18/2026	29.64	K-9 TRAINING IN TX
21005	UMB CARD CENTER	094598	MEAL - DB	02/17/2026	15.45	K-9 TRAINING IN TX
21005	UMB CARD CENTER	096263	MEAL - DB	02/26/2026	18.68	K-9 TRAINING IN TX
21005	UMB CARD CENTER	10128	MEAL - DB	02/24/2026	17.16	K-9 TRAINING IN TX
21005	UMB CARD CENTER	10295	MEAL - DB	02/19/2026	14.18	K-9 TRAINING IN TX

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Location/Training
21005	UMB CARD CENTER	120176	MEAL - DB	02/22/2026	11.79	K-9 TRAINING IN TX
21005	UMB CARD CENTER	153757	DOG CRATE	02/02/2026	801.05	K-9 TRAINING
21005	UMB CARD CENTER	224481	MEAL - DB	02/19/2026	13.30	K-9 TRAINING IN TX
21005	UMB CARD CENTER	225401	MEAL - DB	02/26/2026	12.65	K-9 TRAINING IN TX
21005	UMB CARD CENTER	2535437	SPANKER DUMP POUCH - K9	02/17/2026	26.14	
21005	UMB CARD CENTER	526212572913	EXTRA LEGROOM SEAT FLIGH	02/01/2026	86.00	K-9 TRANING IN TX
21005	UMB CARD CENTER	526431189074	BAGGAGE CLAIM	02/15/2026	35.00	K-9 TRAINING IN TX
21005	UMB CARD CENTER	6040913-2	POSTAGE CHECK TO K9 PROG	02/24/2026	11.95	
21005	UMB CARD CENTER	6148262	LEATHER HOLSTER	02/02/2026	108.70	K-9 TRAINING IN TX
21005	UMB CARD CENTER	855180327	MEAL - DB	02/23/2026	19.40	K-9 TRAINING IN TX
21005	UMB CARD CENTER	A-07448	NNDDA MEMBERSHIP - DB	02/20/2026	55.00	
21005	UMB CARD CENTER	RINV482475	K-9 EQUIPMENT	02/19/2026	672.77	
Grand Totals:					91,839.77	

Local Purchases	Non-Local Purchase
\$ 5,591.47	12,323.02

UMB Total: \$ 17,914.49

CREDIT: \$(0.00)

Big Ticket Purchases:

Power Equipment Company, Denver CO: \$706.90

Amazon WA: \$392.00

Police K9 Magazine LLC KY: \$1,050.00

Google Workspace CA: \$554.40

Casper College WY: \$300.00

SP Impact Dog Crates ID: \$801.05

Ray Allen Manufacturing CO: \$672.77

Amazon WA: \$3,450.00

Consent Agenda (c)

AGENDA ITEM # C (NB OB CONSENT)

Department: Administration

Meeting Date: March 23, 2026

SUBJECT: Hangar Space #3 Lease Agreement with Robert Chapin

BRIEF DESCRIPTION/JUSTIFICATION:

The Airport Board met on March 16, 2026, and recommends that the proposed lease be brought before the City Council for consideration. The lease term is scheduled to commence on April 1, 2026, and will terminate on June 30, 2027.

Under the terms of the agreement, the lessee will be billed at the same rate as current hangar leases.

Mr. Robert Chapin and Ms. Laura Gerber attended the Airport Board meeting on March 16, 2026. Mr. Chapin acknowledged that the hangar space is intended for aircraft storage and may not be used as a general storage unit. He also stated that he is actively working toward obtaining his pilot's license, with a goal of completing it by the end of the lease term. Additionally, he understands that once an aircraft is purchased, the tail number must be registered with the Kemmerer Municipal Airport.

RECOMMENDED ACTION:

Discuss needed edits to the current lease with council and get attorney input. After edits are made, approve the lease with Robert Chapin for Space #3 at the Kemmerer Municipal Airport.

Attachments Provided: Yes X No

Submitted by: Brian Muir and Natasia Diers

**KEMMERER MUNICIPAL AIRPORT
HANGAR SPACE LAND LEASE AGREEMENT**

THIS HANGAR SPACE LAND LEASE AGREEMENT is made and entered into this 23rd day of March 2026, by and between the CITY OF KEMMERER, a Wyoming municipal corporation, 220 Wyoming Highway 233, Kemmerer, Wyoming 83101, hereinafter referred to as "Lessor", and Robert Chapin, whose address is 891 North Front Street, Opal, Wyoming 83124, hereinafter referred to as "Lessee".

WHEREAS, the City of Kemmerer, a Wyoming municipal corporation, is the owner of certain real property known as Kemmerer Municipal Airport, hereinafter "Airport", located in Lincoln County, Wyoming; and

WHEREAS, the City of Kemmerer has determined that it is in the City's best interest to enter into this Lease; and

WHEREAS, the Lessor and the Lessee desire to enter into a lease agreement of Airport property for the purpose of parking privately owned aircraft and for hangar space upon the terms and conditions hereinafter set forth; and

WHEREAS, the Lessee has represented he is obtaining an airplane which will be housed in the building subject to this lease; and

NOW, THEREFORE, in consideration of the following mutually agreed upon terms, covenants and agreements to be kept and performed by Lessee and Lessor, the parties hereto do mutually agree and covenant as follows:

1. **RECITALS.** The above recitals are incorporated herein and made a part of this lease as if restated in full.
2. **PREMISES.** Lessee acknowledges and understands that this lease is for real property (land) only. Lessor acknowledges that Lessee is the owner of the hangar on the premises. The Lessor does hereby lease, let and demise unto the Lessee Space No. 3, Kemmerer Municipal Airport, Kemmerer Wyoming, together with the right of ingress and egress. Lessee accepts the premises "AS IS" without any express or implied warranties as to its condition or fitness for a particular purpose.
3. **PRIMARY PURPOSE.** This agreement authorizes the Lessee to place a hanger and any necessary installation required by said placement for the primary purpose of housing aircraft and necessary aircraft parts, paraphernalia and accessories. Primary purpose is defined as that which is first in intention and which is fundamental. Also defined as the principal or fixed intention with which an act or course of conduct is undertaken.
4. **TERM.** Subject to the terms and provisions of this lease, the term of this lease shall be for 15 months commencing on the 1st day of April 2026, and terminating on the 30th day of June, 2027, unless sooner terminated for any of the reasons set forth in this Lease. Lessee will have the opportunity to renew this lease for two (2) additional five (5) year periods beyond the termination date of the original lease term on terms to be negotiated in good faith by the parties. At or before the end of the term of this lease, the parties will negotiate in good faith for a new lease with the same term and provision for renewal provided in this lease. In the event Lessee sells his/her hangar before the end of the term of this lease, Lessor will negotiate in good faith with the new owner of the hangar for a lease with the same term and provision for renewal provided in this lease. Lessee shall have quiet enjoyment of the premises in accordance with the covenants in this Lease. All terms and covenants of this Lease Agreement shall remain in effect for each renewal period.
5. **RENTAL FEE.** Lessee shall pay to Lessor \$115.20 for April 1, 2026 to June 30, 2026 of this Lease as the rental fee for the above-described space. Lessee shall pay \$477.01 for July 1, 2026 to June 30, 2027 to the Lessor Lessee shall pay to Lessor the rental fee in annual installments on or before the 10th day of April 2026, and the 10th day of July 2027.

6. AIRCRAFT OWNERSHIP. Lessee hereby covenants and agrees that Lessee is the owner of the following aircraft(s) to be housed in the hangar at Space No. 3:

Plane Number: _____
Manufacturer: _____
Year/Make/Model: _____
Registered Owner(s): _____
Address of Lessee: _____
Business Phone of Lessee: _____
Home Phone of Lessee: _____
Cell Phone of Lessee: _____

Lessee shall notify Lessor in writing of any changes in aircraft(s) ownership or other information listed above within twenty (20) days of the change.

7. ACCESS CODES. Airport access codes are not to be given out to the general public by either party.
8. CONDITION OF PREMISES. Lessee covenants with the Lessor that Lessee has received the premises in good order and condition and at the expiration of the Lease, Lessee will yield up the premises to the Lessor, its successors or assigns, in as good order and condition as when the premises were entered upon by Lessee, ordinary wear excepted. Lessee also agrees to keep the premises in good repair and a neat and sanitary condition at all times during the term of the Lease at Lessee's own expense.
9. PERMITTED USES OF PREMISES. The use of the leased premises shall primarily be for aviation purposes. The Lessee shall have the right to occupy and use the premises for the purpose of an airplane hangar, and the storage of operable aircraft and a plane that has a high probability of being placed back in flying condition, and necessary aircraft parts, paraphernalia and accessories.

Routine owner aircraft maintenance and care are allowed.

Temporarily, a vehicle may be parked in a hangar while the aircraft is away from the airport, but the vehicle must be removed upon return of the aircraft.

Lessee's guests, agents or employees of Lessee are not permitted to park their motor vehicles in or around the outside of the hangar or on the leased premises or on other airport property, except when the aircraft is being used, maintained or repaired.

Lessee is entitled to store an ATV in the hangar for use in the movement of the aircraft and snow removal.

Lessee shall not cause, maintain or permit any storage of vehicles, equipment or other personal items of Lessee on or about the leased premises, except entirely within Lessee's hangar.

At least one (1) aircraft must be housed or based in Lessee's hangar.

Lessee agrees that all personal property described above that is stored in the leased premises is stored at the sole risk of Lessee, and Lessor shall not be responsible for any damage or injury to said personal property of Lessee.

10. PROHIBITED USES. Lessee expressly agrees:
- A. No residential use of any kind shall be permitted in any hangar or on the premises.
 - B. Lessee shall not store any explosives, toxic, flammable, combustible or other hazardous materials in or near the hangar or on the hangar space site, as it is strictly prohibited, except that which is stored in the aircraft or what

is reasonably necessary for maintenance, repair or restoration of the aircraft. In all events, such materials must be properly handled and safely stored. Lessee shall not perform any hazardous operations in the hangars or on the premises including, but not limited to, the following: welding, torch cutting, torch soldering, doping and spray painting except as reasonably necessary for maintenance, repair or restoration of the aircraft.

- C. Lessee promises and agrees that no commercial operations of any kind are permitted within or near the leased premises without written consent of Lessor.
- D. Lessee shall not erect or permit to be erected any signs on the premises.
- E. A hangar with no airplane parked or based in the hangar and the hangar is being used solely to store large boats, trailers, motor homes, or miscellaneous non-aviation items is not acceptable and in violation of this lease. No personal property owned by a third party (who is not an assignee or renter approved by Lessor) is allowed to be stored in the hangar of Lessee.
- F. No parking of boats, trailers, campers, motor homes or other similar property is allowed around the outside of the hangar.
- G. Lessor has the right to tow and remove boats, trailers, campers or other similar property parked outside the leased premises or on other airport property at the sole expense of the owner(s) of said property. Tie-down spaces shall not be used for vehicle parking. Lessee shall not drive on the airport property where collisions could occur or interfere with movement of aircraft.

11. CONSTRUCTION OF NEW HANGARS. Construction of an airplane hangar upon the premises shall be subject to compliance with all applicable regulations, ordinances and codes of Lessor and with the approval of the airport board. Lessee will have six (6) months from the signing of this lease agreement to begin construction of the new hangar, and six (6) months from the beginning of construction to complete the new hangar. An extension may be granted if application for extension is made to the Lessor and approved by the Lessor prior to the end of the six (6) months. If work is not begun within the six (6) month period the lease will be void and lease money paid will be forfeited. Failure to complete construction as provided herein will also constitute a default by Lessee. The Lessor is under no obligation to notify the lease holder if they are in violation of these time requirements. At the time the lease is termed void, the hangar site will be available for lease to other individuals or entities. All new construction for hangars will conform to city building codes including wind and snow loads. The Lessee shall be responsible for providing pavement or concrete surface from their hangar to the taxi lane. Lessee must obtain from Lessor a building permit prior to construction.

Hangars will be constructed of materials conducive to extended life and having characteristics of low maintenance and attractive appearance. Painted exterior colors shall be approved by the Airport Board. All hangars shall be completely enclosed and all doors shall remain closed during periods of inactivity.

12. ALTERATIONS OF EXISTING HANGARS. The Lessee shall not make any alterations, changes or improvements other than repairs to existing hangar structures without the prior written recommendation of the airport board and then the written consent of the Lessor, and then only in strict compliance with all applicable regulations, ordinances and codes of the Lessor. Lessee must also obtain a building permit from Lessor prior to any alternations.
13. INSURANCE AND INDEMNIFICATION. Lessee shall obtain and maintain continuously in effect at all times during the term of this lease agreement and all renewals, at Lessee's sole expense, general liability insurance with limits not less than \$300,000.00 combined single limit for each accident/occurrence for bodily

injury and property damage in or near the hangar or on the hangar space site. Lessee shall provide in each policy that the insurance company or companies immediately send Lessor a copy of said policy and all renewal and cancellation notices. Failure to submit such proof of insurance shall be sufficient grounds to terminate this lease agreement. Lessee bears sole risk of loss to the hangar, all aircraft and personal property on the premises or in the hangar. Lessor shall not be responsible for any damage or injury to Lessee, employees, agents, or guests of Lessee, or property of Lessee, arising out of the occupancy of the premises. Lessee shall indemnify and hold harmless the Lessor and Kemmerer City Council members, the Airport Board members, employees and agents of Lessor against any and all claims for loss or damage occasioned by or arising out of, direct or indirect, rental or occupancy of said hangar space and Lessee's hangar and the use of the airport. Such indemnification shall include any cost to Lessor, including court costs and attorney fees, in defending any claim against Lessor. Lessee promises and agrees to pay to Lessor any damage to the leased premises arising out of Lessee's rental or occupancy of the premises. Nothing in this paragraph relieves Lessor of liability for Lessor's own negligence or intentional torts, for which Lessor shall indemnify and defend Lessee to the same extent set forth above.

14. UTILITIES. Lessee is responsible for all utilities consumed or used at the premises. Lessor is not responsible for bringing utilities to the premises or any interruption of service. Any utilities or other public services which may become available, which the Lessee desires to use on the premises, shall be located as determined by the Airport Board and "as built" plans of the locations of such utility lines shall be provided to the Airport Board. All utility arrangements, including hook-up payments, surveying, etc., shall be the sole responsibility of the Lessee. Lessee agrees to assure that all utility accommodations and arrangements conform to all applicable laws.
15. SNOW REMOVAL. The Lessor agrees to keep the blacktop apron and taxiways reasonably free and clear of ice, snow and debris to within two (2) feet of the hangar doors, all in accordance with the airport snow removal policy in effect during the term of this lease. The City is not responsible for snow removal damage to concrete in front of the hangars.
16. WEEDS/GRASS/DEBRIS AND PROPERTY. Lessee shall keep the premises neat, clean, safe and orderly at all times, free of waste, rubbish and debris. Weeds, grass and debris will be controlled by Lessee within the leased area to the satisfaction of the Lessor. There shall be no outside storage on the premises of boats, campers, vehicles or other material or equipment, except as authorized in this Lease. Lessee is responsible for the sanitary and safe removal of all trash and hazardous materials to an off airport site.
17. INSPECTION. Lessee agrees, and such is a condition of this lease, that Lessee will at all times keep the premises clean, and all buildings and other structures thereon in good condition and repair, to the satisfaction of Lessor or its representatives, and to comply with the laws, ordinances and regulations respecting the airport. The City of Kemmerer, its agents and representatives shall have an unrestricted right to enter the leased premises and Lessee's hangar for the purpose of inspection for compliance with the terms of this Lease, upon twenty-four (24) hour notice to Lessee. Access/entry may be needed for emergencies. Lessor retains such right of entry and Lessee holds Lessor harmless for such entry.
18. ADDRESSES FOR NOTICES. All rent and any notices shall be paid at or sent to the Lessor at the following address:

CITY OF KEMMERER
220 State Highway 233
Kemmerer, WY 83101

All notices to the Lessee shall be sent to:

19. **NON-ASSIGNMENT.** Lessee shall not assign this lease, nor shall Lessee sublet the premises to third parties or any part thereof or allow any other third party to store an aircraft in the hangar for more than 45 days or in exchange for rent or other compensation without the approval of Lessor. In this connection, the Lessor acknowledges that the Lessee will make a substantial investment on the premises and, therefore, consent shall not unreasonably be withheld to any such assignment, sublease or storage to any responsible corporation, individual or other business entity capable of receiving the same provided the aircraft owner, the assignee or buyer executes a new agreement with Lessor or executes this agreement as an additional Lessee. Neither this Lease nor any interest herein nor any estate created hereby shall pass to any trustee or receiver in bankruptcy or to any other receiver or assignee for the benefit of creditors or in any other way by operation of law.
20. **ENVIRONMENTAL.** Lessee, for itself, for himself, his its heirs, personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree that Lessee shall not dispose of, nor allow any disposal, spill, leakage, burial or other form of disposition of or contamination by any substance on the leased premises, which substance is listed at the time as hazardous or potentially hazardous by or under the United States Environmental Quality regulations, and further that Lessee shall indemnify and hold Lessor harmless for any costs of cleanup, liabilities, judgments, fines, penalties or any other expenses resulting from Lessee disposing of such substance on or allowing any leakage, spill, burial or other form of disposition of or contamination by such substance on the leased premises.
21. **TAXES.** Lessee is responsible for all taxes or assessments made upon the improvements on the premises and Lessee's personal property.
22. **BREACH – OTHER THAN NON-PAYMENT OF MONEY.** If either party shall breach the terms of this Lease by failing to perform, keep or observe any of the terms, covenants or conditions herein contained, except for the failure to pay amounts due hereunder, including but not limited to the lease payments called for above, the following terms shall apply:
 - A. **Notice.** The non-breaching party may give notice to correct such condition or cure such default.
 - B. **Election to Terminate.** If such condition or default continues for thirty (30) days after delivery of such notice, the non-breaching party may sue to enforce the terms of this Lease or may give notice of its election to terminate this Lease. Twenty (20) days after such termination notice, this Lease shall cease and terminate.
 - C. **Non-Waiver.** Such election to terminate by the non-breaching party shall not be construed as a waiver of any claims it may have against the breaching party. If, however, such default is of such nature that it cannot be cured by the payment of money or cannot physically be corrected within thirty (30) days, and if the party in default shall promptly commence to remedy such default after receipt of such notice and shall continuously and diligently proceed in good faith to eliminate such default, the period for correction shall be extended for such length of time as is reasonably necessary to complete the same.
 - D. **Breach – Non-Payment of Money.** In the event of any default by Lessee in the payment of rent or other amount payable hereunder, the following terms shall apply:

- (1) Notice. Any time ten (10) days after said payments are due, Lessor may give Lessee a thirty (30) day notice to pay all sums then due, owing and unpaid.
- (2) Termination. If such payments are not made within thirty (30) days after said notice, this Lease and Lessee's rights hereunder shall, at the election of Lessor, forthwith terminate.

23. DEFAULT AND TERMINATION.

- A. If Lessee defaults in the performance of any terms of this Agreement and that default remains for a period of thirty (30) days after written notice of default to Lessee at Lessee's address above, Lessor may terminate this Agreement or declare the full amount of rent remaining to be paid hereunder due and, in the former event, may re-enter and repossess all of the premises, with process of law, and remove Lessee and require Lessee to remove the hangar and personal property from the premises. Lessor may also use any manner allowed by law to regain possession of the premises including but not limited to forcible entry and detainer under the laws of the State of Wyoming and Lessee shall be subject to eviction and removal with process of law. Lessor shall also be entitled to recover all costs, rental fees, attorney fees and expenses due Lessor by Lessee.
- B. Upon termination of this Agreement, whether by expiration of the term or through termination, the Lessee shall within sixty (60) days from date of notice remove all personal property from the premises. If Lessee does not remove such property within sixty (60) days after the termination or expiration of this Agreement, Lessor may sue Lessee in any manner allowed by law to evict Lessee and such property including but not limited to forcible entry and detainer and eviction. Lessor shall have a lien on such property and may foreclose on the same pursuant to the laws of the State of Wyoming.
- C. Neither party shall be held to be in breach of the Agreement because of any failure to perform any of its obligations hereunder if said failure is due to any cause for which it is not responsible and over which it has no control. However, this shall not apply to failure by Lessee to pay rental fees or other charges pursuant to this Agreement.
- D. Upon termination or expiration of this Agreement, and provided a new lease is not negotiated pursuant to paragraph four, said Lessee agrees to surrender and deliver up possession of the premises to Lessor, and Lessee shall have the right to remove the hangar from the premises providing it leaves the premises in the same or better condition as when entered upon by Lessee; in the event Lessee does not remove the hangar within a period of one hundred eighty (180) days after the termination or expiration of this Agreement Lessor may sue Lessee in any manner allowed by law to evict Lessee and Lessee's hangar from the land including but not limited to forcible entry and detainer and eviction. "Same or better condition" means that the hangar foundation, floor or apron should be left in-place if it is in suitable condition for use with a new hangar but should be removed from the premises if it is not.
- E. This Agreement may also be terminated upon mutual written agreement by the parties.
- F. The parties are entitled to all rights pursuant to the laws of the State of Wyoming regarding unlawful entry and detainer, the foreclosure of liens, and the power of eminent domain.

24. LOSS OR DESTRUCTION. In the event the premises covered by this Lease are wholly or partially destroyed or damaged so as to render the whole or a substantial part thereof unfit for occupancy, and the same cannot be repaired with reasonable

diligence within one hundred twenty (120) days after the happening of such destruction or damage, then this Lease, at the option of the Lessor, shall cease and terminate as of the date of such destruction or damage. Upon such termination, Lessor shall repay the Lessee any rent theretofore paid by Lessee with respect to any period subsequent to the date of such termination, and thereon Lessee shall surrender possession of the premises to Lessor in an acceptable condition. If such destruction or damage can be repaired within one hundred twenty (120) days, Lessee shall forthwith repair the same with all reasonable diligence, and at Lessee's own expense, and the Lease shall continue in force and effect. If the hangar cannot be repaired within one hundred twenty (120) days, then the Lessee shall remove the remaining structure and improvements from the leased premises within sixty (60) days.

25. ATTORNEY'S FEES. In the event this Lease Agreement is placed in the hands of an attorney for collection of rental fees or any damages, or any portion thereof, due to becoming due hereunder, or to take possession of the premises, or to enforce compliance with the Lease Agreement, or for failure to observe any of the covenants of this Lease Agreement, or for Lessor's defense of any claim arising out of Lessee's omission or negligence, the Lessee agrees to pay the Lessor's reasonable attorney's fees, costs incurred by Lessor's attorney and Court costs.

26. ADDITIONAL COVENANTS.

A. COMPLIANCE WITH LAWS. Lessee shall comply with all applicable municipal, state and federal ordinances, laws, rules and regulations as they are now in effect or hereinafter enacted.

B. MODIFICATION. No modification of the terms of this Agreement shall be effective unless such modification is in writing, signed and dated by the parties.

C. NONWAIVER. Any waiver by Lessor of any breach of any covenant herein to be kept and performed by Lessee shall not be deemed as a continuing waiver and shall not operate to prevent Lessor from declaring a forfeiture for any succeeding breach, either of the same or other covenant.

D. NON-DISCRIMINATION.

(1) Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said regulations may be amended.

(2) In all use and operation of the premises, Lessee shall not discriminate or permit discrimination against any person or class of persons by reason of disability, age, sex, race, creed, color, national origin, ancestry, or religion in any manner prohibited by any federal or state laws, rules or regulations existing now, or any amendments thereto.

(3) Lessor reserves the right to take such action as the United States Government may direct to enforce nondiscrimination. Noncompliance with this subsection by Lessee shall constitute a material breach of this Agreement.

E. REQUIREMENTS OF THE UNITED STATES.

(1) The parties hereto acknowledge that this Agreement is subject and subordinate to the lawful demands, rules and regulations, minimum standards, of the Lessor, the State of Wyoming, FAA and one or

more governmental agencies of the United States of America. Lessee shall comply with all lawful demands of the Lessor, FAA or the United States, including a lawful demand to deliver possession of all of the premises as promptly as possible.

- (2) Lessor reserves the right to further develop or improve the airport and landing area of the airport as it deems fit, regardless of the desires or views of Lessee, and without interference. The parties hereto recognize that the Lessor is in the process of planning and may reconfigure the airport. Reconfiguration of the airport may require relocation of Lessee's hangar. The relocation of Lessee's hangar to a new location at the Kemmerer Municipal Airport will follow FAA, WYDOT Aeronautics and one or more governmental agencies of the United States of America guidelines and the current master plan for Kemmerer Municipal Airport. The relocation of the hangar will be the sole responsibility of the Lessee unless a governmental agency shall share on an equitable basis the relocation of Lessee's hangar. The Lessee agrees and shall move the hangar as required by the governmental agency as promptly as possible at a request the move. Lessee further understands that this Lease Agreement is subordinate to provisions and requirements of any existing and future agreements between the Lessor, FAA and the United States or its agencies relative to the development, operation or maintenance of the airport property by Lessor. Lessor agrees to provide prompt written notice to Lessee when any such requirements may reasonably be expected to affect Lessee or the provisions of this Lease Agreement. The Lessee shall have priority for the relocation of Lessee's hangar according to the above guidelines. This Lease shall be amended if any term of this Lease is required to comply with the above guidelines.
 - (3) Lessee shall comply with the notification and review requirements covered in part 77 of the Federal Aviation Regulations for the premises, and on any alterations of the structure.
 - (4) Lessee shall observe faithfully all rules and regulations affecting use of the airport, whether established by the Lessor, by the State of Wyoming, FAA or the United States, or agencies thereof, including, but not limited to rules affecting the operation of motor vehicles upon, to and from the airport, provided that such rules apply to all users of the airport and shall not be made specific to Lessee alone.
- F. CORPORATIONS. If this Lease Agreement is entered into by a corporation, the signing officers warrant and represent that they have the authority to bind the corporation to this Lease and agree to provide Lessor with a certified copy of the resolution allowing the same.
- G. RETENTION OF GOVERNMENTAL IMMUNITY. By entering into this Lease Agreement, Lessor does not waive its Governmental Immunity, as provided by any applicable law, including W.S. 1-39-101 et seq, and retains all immunities and defenses provided by law with regards to any actions, whether in tort, contract or any other theory of law. This Lease Agreement is for the sole benefit of the parties and is not intended to be for the benefit of any other third party or entity.
- H. WYOMING LAW. This Agreement shall be construed in accordance with the laws of the State of Wyoming.
- I. SEVERABILITY. If a provision of this Agreement shall be finally declared void or illegal by any court or administrative agency having jurisdiction, the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.

- J. NO THIRD-PARTY BENEFICIARY INTENDED. This Agreement is for the benefit of the parties hereto and is not intended for the benefit of any third party.
- K. HEADINGS. The headings used in this Agreement are intended for convenience of reference only and do not define or limit the scope or meaning of any provision of this Agreement.
- L. ENTIRE AGREEMENT. This nine-page document constitutes the entire agreement of the parties and supersedes all prior agreements between the parties covering the subject matter hereof.

By signing below the parties agree to the above terms. Additionally, any person signing certifies that he or she has been properly authorized to enter into this Agreement by his or her respective party. All covenants, stipulations and agreements in this Lease Agreement shall extend to and bind the heirs, legal representatives, successors and assigns of the parties.

LESSOR:

LESSEE(S):

THE CITY OF KEMMERER

BY: _____
Mayor

ATTEST:

City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF LINCOLN)

On this ____ day of _____, 20____, before me personally appeared _____, the Mayor, and _____, the City Clerk, of Lessor to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Witness my hand and official seal.
(SEAL)

Notary Public

My commission expires: _____

STATE OF WYOMING)
) ss.
COUNTY OF LINCOLN)

On this ____ day of _____, 20____, before me personally appeared _____, of Lessee to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Witness my hand and official seal.
(SEAL)

Notary Public

My commission expires: _____

New
Business
(a)

AGENDA ITEM # a (NB) OB CONSENT) Department: Parks
Meeting Date: 3/23/26

SUBJECT: 2026 Emergency Insect Management Grant Application

BRIEF DESCRIPTION/JUSTIFICATION: In order to reduce our costs in controlling the mosquito population and help prevent West Nile Virus from entering our community, we are applying for a \$2,998 grant from the Wyoming Department of Agriculture. Diamondville, as in years past, has expressed interest in partnering with us on this and plans to contribute \$2,400 of the total \$18,028.50 estimated overall cost. Our contribution is \$5,784, which will likely be reduced by \$2,998. We are also contributing \$1,215 in labor costs.

RECOMMENDED ACTION: Authorize staff to apply for the 2026 Mosquito Grant.

Attachments Provided: Yes No

Submitted by: John Tibbetts

Appendix C - Grant Application

Applicant Information:

Organization (Grantee): The City of Kemmerer

Contact Name: John Tibbetts

Contact Title: Director of Golf, Parks and Maintenance

Address: 220 State Highway 233

City, State, and Zip: Kemmerer, WY 83101

Phone: 307466-3880 Fax: 307 828-2355

Email: jtibbetts@kemmerer.org

Fiscal Year End Date (MM/DD): 06 / 30 Calendar Year 2026

Is someone other than the Contact listed responsible for signing contracts? If so;

Name Robert Bowen Title Mayor

Grant Request

Program Title: Kemmerer area mosquito control

	<i>Check if Appropriate:</i>	State Designated	County Declared
Targeted Insect(s) <i>(Please Check)</i>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<u>West Nile Virus vector mosquitoes</u>			
<input type="checkbox"/>		<input type="checkbox"/>	
<u>Mountain pine beetle</u>			
<input type="checkbox"/>		<input type="checkbox"/>	
<u>Grasshoppers</u>			
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<u>Mormon crickets</u>			
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<u>Other: (List)</u>			

EIMP Grant Funds: \$ 2,998.00

Matching Funds: \$ 18,028.50

Total Amount: \$ 21,026.50

*Entries **MUST** match values in the "Partners" and "Budget" Sections of the Application*

Land Units Benefited

Please list the number of acres benefited by this program based on land ownership.

	Specify Name for: Units, District, Facilities, etc.	Acres to be incorporated in the Program Area	Acres Treated in the Program Area
Bureau of Land Management			
Bureau of Reclamation			
Department of Defense			
National Park Service			
Wyoming Game and Fish			
Fish and Wildlife Service			
USDA-Forest Service			
Other Federal Land			
Tribal Land			
State Land (<i>excluding State Fair and State Parks</i>)			
City/Town		6,547	6,547
Special Districts			
Private Land			
TOTAL			6,547

Partners

Please indicate all Matching Funds including district, federal, tribal, state, local, private, and non-governmental partners and their level of participation (do not include grant funds). Separate Cash and In-Kind match for each Partner identified. Include your own contribution.

Partners	Contribution Amount	Cash or In-kind Services
Kemmerer	\$	\$5,784 C
Diamondville	\$	\$2,400 C
LC Weed & Pest	\$	\$8,629.50 I
City of Kemmerer EMP	\$	\$1,215 I
	\$	
	\$	
	\$	
TOTAL	\$	
		\$18,028.50

Budget

	Grant Funds	Matching Funds Cash	Matching Funds In-Kind	TOTALS
Salaries: Part-time			\$1,215.	\$1,215.
Contractual Services:		\$8,184.		\$8,184.
Supplies: (ex. PPE)				
Pesticides: (Larvacides/Adulticides)		\$8,629.50		\$8,629.50
<i>Equipment:</i>				
Equipment Rental:				
In-State Travel:				
<i>Mapping/survey:</i>				
<i>Research:</i>				
Education:				
<i>Administration:</i>				
Other:				
Other:				
Other:				
TOTALS				\$18,028.50

Only 20% of EIMPA funds may go to administrative costs, equipment, research and mapping activities during the first three years of a management program, and not more than 10% of these funds shall be used for those purposes in subsequent years.

Only 20% of all allocated EIMPA funds for the Fiscal Year may go to research.

Endangered Species

Please list any living species currently listed as threatened or endangered (T&E) or any candidate species, as defined by the Endangered Species Act. How could this affect your program, or would your program affect T&E species?

Provide an approximated itemized account for each of the above categories:

1. Salaries – Three temporary mosquito fighters employed for 5 months from Mid-Sept. through Mid-Feb. \$5.15 @ 40 hrs. per week x 4 weeks x 5 months = \$4,120 x 3 = \$12,360)
2. Pesticides – BiteBuster 4-12 – 1 (55 gal. drum) x \$4,700.00 = \$4,700.00; PupaePounder CG – 10 (40 lb) bags x \$212.00 = \$2,120.00; **Total \$6,820.00**

Use the space below, or attach itemized budget

1. Salaries - One staff employed for five months, from mid May to mid September \$30.39 at two hours per week X 20 = \$1,215.60.
2. Pesticides - Fyfanon 255 gallon drums X \$4,314.75 = \$8,629.50; BTL tablets 10 boxes X = total.
3. Application - \$4,092 per application and two applications per year = \$8,184

Program Narrative

A program narrative is required. Funding will only be awarded to applications that address all of the following components.

- I. **Program Name and Summary** City of Kemmerer Area Mosquito Control
- II. **Program Abstract** a joint Kemmerer/Diamondville public health initiative aimed at reducing mosquito populations and the risk of mosquito-borne diseases.
- III. **Program Description**
 - A. Program: Kemmerer and Diamondville are located next to the Hams Fork River drainage. This includes shallows, oxbows and still water areas. The mentioned areas are natural breeding grounds for mosquito larva. To control the mosquito population, We use Bti briquettes as early as larva are detected and we spray for them via aircraft. These applications are applied Mid-June, July and sometimes in August depending on weather and testing sites.
 - B. Objectives: This program is designed to reduce the risk of exposure to disease (West Nile Virus). This is obtained by reducing the population of the mosquitoes and in turn also lessening the annoyance of mosquitoes during outdoor activities.
 - a. Improve mosquito incubation areas
 - b. Help control mosquitoes at the larvicide life cycle
 - c. Update mosquito traps for improved sampling
 - C. Methodology: The City and Citizens sponsor multiple outdoor events every year during the months of June and July. We start monitoring the mosquito population during the month of may in select areas around the city (youth fishing pond, and north of the municipal golf course), which gives us great testing/sample sites. We apply bti briquettes as soon as we we larva activity. Around the 3a week of June we schedule our first aerial application or earlier if needed. During this application we apply Fyfanon in the program area. The first application will help control the mosquito population for the beginning in July. Our second application occurs around the 3rd week of July or earlier or later as needed and continues to control the mosquito population in August and September, BTI's are also used in slews, still water areas, and oxbows to help regulate larval.
 - D. Tax Mechanism : All tax are paid through the mill levy in the area.
 - E. Management Implications: Management is performed by the City of Kemmerer's Park Department. The department is comprised of one individual. In May that employee starts distributing BTI's around known

areas that have been identified as high larva grounds. Spraying starts in the 3rd or 4th week of June, depending on weather and infestation mosquitos. We then typically reapply in the later part of July for a 2nd application depending on mosquito

F. Notifications: The general public is notified 24 hours in advance by radio and social media before planned application date.

G. Monitoring and Evaluation: Monitoring of larvae and adult populations is collected by the City of Kemmerer Parks Department. We plan to mail in species for testing.

H. Education: Before the application is applied, information is sent to and reported by the local radio station, KMER. Also it is included on the community social media page on Facebook. All the information about Fyfonal is listed on there.

I. Results: The results of this program can be noted in the appreciation that the city council receives for the citizens and the lowering of mosquito population in the area after applications have been made and that there are no new west nile virus cases.

IV. Justification With the support of this program we have been able to help control our mosquito population and help aid in no cases of West Nile in our area. We look forward to our continued partnership with the Wyoming Department of Agriculture in this program.

Attachments

Attach copies of the following items.

A. Organization Information

1. *The Mosquito abatement will be run by John Tibbetts, Golf and Parks Director, with two years experience working under the direction of former Golf and Parks Director Cory See at the Fossil Island Golf Course. John has a B.S. in Psychology From Florida Atlantic University.*
2. *List of applicants: Mayor Robert Bowen, City Council Members: Mark Quinn, Bill Price, Dave McConkie, Brantley Popp, Caleb Ellis, Marlin Batista*

B. Program Information

1. *Map of the program area that is delineates program borders.*
2. *Samples of Educational Material*

6 of 6

-
-
- Mail the complete application and attachments to:

Wyoming Department of Agriculture
Attn: Lindsey Woodward



LINCOLN COUNTY WYOMING

Mosquito Spray Zone

0 0.25 0.5 1 Miles

Map made for informational purposes only on 3/7/24 by Kimberly Guinta.

New
Business
(b)

AGENDA ITEM # b (NB) OB CONSENT)

Department: Golf and Parks

Meeting Date: March 23, 2026

SUBJECT: 2026 Mosquito Control Quote and Letter of Support for Mosquito Control Program

BRIEF DESCRIPTION/JUSTIFICATION:

The City has recently been informed that Rugged Mountain Aviation is not interested in providing insecticide application services for mosquito control in 2026.

Fortunately, staff has identified an alternative vendor willing to perform the aerial spraying. Bighorn Flying Company, based in Sheridan, has expressed interest and is already planning similar services for Sublette County.

Bighorn Flying Company has proposed a rate of \$1.10 per acre, for an estimated total cost of \$7,201.70 for aerial application. The proposal includes a potential fuel surcharge that could increase the rate to \$1.25 per acre, bringing the total estimated cost to \$8,183.75.

The company comes highly recommended by Wyoming Helicopters, which previously provided these services for the City for many years prior to ceasing operations and relocating to Alaska.

In addition to the signed quote, Bighorn Flying Company has requested a letter of support from the City for aerial application over Kemmerer.

RECOMMENDED ACTION:

Authorize the Mayor to sign the City of Kemmerer 2026 Mosquito Control Quote and provide a letter of support to Bighorn Flying Company.

Attachments Provided: Yes No

Submitted by: John Tibbetts



P.O. BOX 6438 · SHERIDAN, WY 82801 · KSHR · 307-752-6713 · WWW.BIGHORNFLYING.COM

March 11, 2026

RE: *City of Kemmerer*
~~Sublette County and Lincoln County~~ 2026 Mosquito Control Quote

The following prices are submitted to the mosquito control districts and/or municipalities in Sublette and Lincoln Counties, WY for 2026 mosquito control applications.

All applications will be made with a fixed wing Air Tractor 402
The adulticide product will be Fyfanon ULV at a rate of 3 oz/acre.
Fyfanon ULV will be supplied by Bighorn Flying Company where requested.
Initiation of work is contingent upon receipt of an "Authorization to discharge WYPDES permit" from the WY DEQ and a "Congested Area Flight Plan" from the FAA.

Price for application \$1.10/acre

~~Price for Fyfanon ULV \$77.60/gallon or \$1.74/acre~~

~~Total price per acre including application and product \$2.84/acre~~

Due to current world events and the unknown effect on fuel prices we reserve the right to add up to \$.15/acre as a fuel surcharge.

Please sign below indicating acceptance of quote.

Signed by _____

District or city _____

Your estimated acres _____

Return the signed letter to jamie@bighornflying.com

Kemmerer City Hall
220 State Highway 233
Kemmerer, WY 83101



(307) 828-2350
www.kemmerer.org

Make it Matter – Make it Better – Make it Happen

March 23, 2026

Bighorn Flying Company, LLC
912 W Brundage Lane
Sheridan WY 82801

Dear Bighorn Flying Company, LLC:

The City of Kemmerer supports Bighorn Flying Company, LLC in association with the Lincoln County Weed and Pest in the Kemmerer area mosquito management program. Bighorn Flying Company, LLC will perform the aerial application operations over the Kemmerer area for the purposes of this program. The program will operate during the months of June 1, 2026, through August 31, 2026, with specific dates to be determined by mosquito populations and weather conditions.

The City of Kemmerer mosquito spraying helps ensure the City of Kemmerer has the fewest West Nile virus cases possible.

The City of Kemmerer supports Bighorn Flying Company, LLC's congested Area Flight Plan for this program.

Sincerely,

Robert Bowen, Mayor
City of Kemmerer

New
Business
(c)

AGENDA ITEM # C (CONSENT TB OB NB)

Department: Administration

Meeting Date: March 23, 2026

SUBJECT: ELEVATOR MAINTENANCE CONSIDERATION – OLD TOWN HALL

BRIEF DESCRIPTION/JUSTIFICATION:

The power outage that affected the Kemmerer area a couple weeks ago caused the elevator at Old Town Hall inoperable.

Wayne Black contacted Otis Elevator Company to assess the situation. Based on their discussion, a technician visit is required to troubleshoot, diagnose, and repair the issue. Without a maintenance agreement in place, the estimated cost for this service call could reach up to \$4,000, particularly if multiple visits and replacement parts are needed, which is considered likely.

Otis has provided a maintenance agreement that would significantly change how this and future incidents are handled. Under this agreement:

- Preventative maintenance visits are included based on usage
- Both major and minor repairs, as well as parts replacement, are covered
- Unlimited service calls during regular working hours are included (travel time typically billed separately)
- Annual code safety tests are included

Importantly, if we enter into this agreement now, the current elevator issue—including the service call—would be covered, and Otis has agreed to waive travel time charges for this specific incident.

In addition to cost considerations, there are also safety and regulatory factors to keep in mind. Per OSHA standard 1917.116(e), “Elevators and escalators shall be thoroughly inspected at intervals not exceeding one year. Additional monthly inspections for satisfactory operation shall be conducted by designated persons. Records of the results of the latest annual elevator inspections shall be posted in elevators.” Entering into a formal maintenance agreement helps demonstrate compliance with these expectations by ensuring regular inspections, timely repairs, and proper documentation of maintenance activities.

If we choose not to proceed with the agreement, we will be responsible for the full cost of the current service call. Additionally, any repairs identified during the initial visit would require separate proposals, including labor, parts, and additional travel time.

The contract is a 5-year contract with an annual cost of \$2,820.00. There is a possibility of price adjustments, but the contract states that it will not exceed 5% annually.

If the contract is signed, I think we need to consider including this additional overhead cost when discussing Old Town Hall rental rate adjustments.

RECOMMENDED ACTION:

Given the age and importance of the elevator at Old Town Hall, along with the potential for recurring maintenance needs, I recommend that the Council authorize Mayor Bowen to sign the maintenance as a cost-control and risk-reduction measure while also supporting our compliance with safety standards.

Attachments Provided: Yes No

Submitted by: John Tibbetts

Signature

Contract



Signature
Service

**ACCOUNT NAME &
ADDRESS**

Kemmerer City Hall
700 Cedar Ave
Kemmerer, WY 83101

**CUSTOMER NAME &
CONTACT INFO**

Wayne Black
(307) 871-9265
wblack@kemmerer.org

CONTRACT SUMMARY



MAINTENANCE

Overview of your preventative maintenance plan and which parts are included



**RELIABILITY &
RESPONSIVENESS**

Details concerning the level of coverage you have along with Otis' method for ensuring timely dispatching and parts availability to meet your needs



COMMUNICATION

Summary of the many ways for you to communicate with us and receive information from us



**SAFETY &
ENVIRONMENT**

Safety is our number one priority- this section includes an outline of safety features and activities pertaining to your equipment



**SCHEDULE &
CLARIFICATIONS**

Terms and conditions about our regular working hours, insurance coverage and legal requirements



**PAYMENT &
ACCEPTANCE**

Price and term of agreement followed by the signatory area and billing information

COVERAGE TERMS

Price : \$235.00 per month, payable annually in advance
Duration : five (5) year(s)

DELIVERING THE PROMISE

We look forward to delighting you with world class service.

Otis Elevator Company
M: +1 (385) 347-8312

401 IRONWOOD DRIVE
SALT LAKE CITY, UT 84115
otis.com

For emergencies:
OTISLINE® Customer Care 800.233.6847



Otis Maintenance

3/16/2026

CUSTOMER NAME

Kemmerer City Hall
700 Cedar Ave
Kemmerer, WY 83101

OTIS ELEVATOR COMPANY

401 IRONWOOD DRIVE
SALT LAKE CITY, UT 84115

PROJECT LOCATION

KEMMERER CITY HALL ADDITI
700 CEDAR AVE
KEMMERER, WY 83101

PROPOSAL NUMBER

QTE-002391231

Otis Elevator Company or "we" agree to furnish Otis Maintenance to Customer or "you" on the equipment ("Units") described below as set forth in this Contract.

EQUIPMENT DESCRIPTION

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
1	Hydraulic	OTIS	ONLY ELV *OAD*	620546

CONTRACT PRICE

The contract gross price is two hundred thirty-five dollars (\$235.00) per month, payable annually in advance. If you select a different payment frequency, please initial next to the additional cost to be applied to your contract price.

Billing Frequency	Additional Cost	Initial to Accept
Monthly	+4%	
Quarterly	+3%	
Semi-annually	+2%	

TERM & RENEWAL

The Commencement Date will be 3/15/2026. The initial term of this Contract will be for five (5) year(s) beginning on the Commencement Date.

This Contract will automatically renew for successive five (5) year terms unless terminated by either party by giving written notice to the other party at least 90 days, but no more than 120 days prior to the end of the then-current term.

PAYMENT

Payments will be due and payable on or before the first day of each year for the term of the Contract, in accordance with the payment instructions on your invoice. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

INVOICE DELIVERY

The standard method of invoice delivery is via email. Please provide your email address(es) in the bill to section of this document. You agree to immediately update us with any changes to the invoice delivery email address(es). If you wish to receive your invoices via Mail, an additional fee of \$5.00 per month will be added to your monthly contract price.

Alternate Invoice Delivery Method	Additional Cost	Initial to Accept
Mail	\$5.00	

AUTOPAY

Visit <https://otis.payinvoicedirect.com> to register for autopay to automatically debit your bank account for your invoice payments.

PRICE ADJUSTMENT

The Contract Price is subject to increase in response to increases to operational, administrative, labor, and other industry related economic factors. For instance, you agree that the Contract Price may be increased to account for labor rate plus fringe benefit increases under the International Union of Elevator Contractors as well as other economic factors beyond Otis' reasonable control including increases to commodity, fuel, tariff, shipping or transportation, waste disposal, environmental requirements, cost of other materials, changes to government regulations or other administrative costs. If the price adjustment date and billing frequency do not align, the price adjustment date will be changed to ensure continued alignment with the billing frequency. The annual percentage increase of the Contract will not exceed 5.0%.

OTIS MAINTENANCE MANAGEMENT SYSTEM™ (OMMS™)

We will use the Otis Maintenance Management System (OMMS™) preventative maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS™ scheduling system, which will be used to plan maintenance activities in advance.

MAINTENANCE

Otis will maintain the Units using trained personnel directly employed and supervised by us, or through the use of remote monitoring or other technology in Otis' sole discretion. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. The maintenance will include inspection, lubrication, and adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
- Motors, brushes, brush holders, and bearings.
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

Replacing wire rope and coated steel belts, equalizing the tension on hoisting ropes, resocketing ropes for drum machines, or repairing or replacing conductor cables and hoistway and machine-room elevator wiring is excluded. No service other than that specifically stated as covered is included or intended.

PARTS COVERAGE

Unless excluded elsewhere in the Contract if necessary, due to normal usage and wear, Otis will repair or replace the parts specified above at its sole discretion. Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

PARTS INVENTORY

Otis will, during the term of this Contract, use commercially reasonable efforts to maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any such parts or items shall remain our property until installed in the Units.

QUALITY CONTROL

Otis will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and ASME A17.1 Code ("Code" or "Elevator Code") consultation to support our maintenance organization.

CUSTOMER REPRESENTATIVE

As a service to you, and at your request, an Otis representative will be available to discuss with you about modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMSTM program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn and you agree to not hold or seek to hold Otis responsible or liable whatsoever in connection with, arising out of, or related to any recommendation or alleged duty to or failure to warn.

REPORTS – CUSTOMER PORTAL

We will use the OMMST[™] program to record completion of maintenance procedures. We will, at your request, provide you access to the Customer Portal, our proprietary customer interface that permits you to access electronic records of repair, completed maintenance procedures and service call history for the Unit(s) during the prior twelve (12) months. You will be responsible for obtaining Internet access to use the Customer Portal.

SAFETY

We will conduct safety tests only if required by the applicable Elevator Code in effect on the Commencement Date of the initial term. Tests that are subsequently required by the applicable Elevator Code or authority having jurisdiction are not covered under this Contract, but may be performed for an additional charge which shall be presented at the time of request to perform any such additional test. We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

SAFETY TESTS – HYDRAULIC ELEVATORS

We will conduct an annual no load test and annual pressure relief valve test.

FIREFIGHTERS' SERVICE TEST

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors. If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building and or you will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes. If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service for an additional charge on an open order basis. You will be responsible for the costs associated with such testing and service.

24 – HOUR DISPATCHING

Otis will, at your request, provide you with access to the Customer Portal and our OTISLINE[™] 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on the Customer Portal or through an OTISLINE[™] customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as chargeable service request. Any service required outside of normal working hours will be billed to you in accordance with the work schedule detail below.

TRAVEL TIME AND EXPENSE

In the event there is a service call that is deemed billable by us as being out of the maintenance scope, you agree to pay us travel time and expenses at our regular or overtime billing rates as applicable from the time of dispatch to the building under contract and return.

NORMAL HOURS

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a service request is a response by Otis to a request for service for assistance made (a) by the customer or customer representative; (b) by the building or building representative ; (c) by emergency personnel ; (d) through the ADA phone line ; and/or (e) through REM™ monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

OVERTIME SERVICE REQUESTS

Service requests outside of regular working hours will be billed at standard overtime rates.

EXCLUSIONS

This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers. Further, we will not be responsible for, required, or liable: (i) to perform any tests other than those required by applicable Elevator Code in effect on the Commencement Date of the initial term; (ii) to make any replacements with parts of a different design or type or where the original item has been replaced by an item of a different design; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, upgrade or modernize Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping; (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including but not limited to parts for which the original design is no longer manufactured or available for sale by the original equipment manufacturers or that is replaceable only by fabrication or purchase from a different after-market distributor or manufacturer; (vii) to continue supporting, patching, or upgrading software and any associated hardware where the original supplier of such software and any associated hardware no longer sells the software as new and/or, terminates support, patches or upgrades of and/or access to such software, there is an inability to expand or renew licensing agreements, more technologically advanced hardware is available, and/or other changes/upgrades to the overall system render obsolete the functionality of the original software or do not allow the software to execute correctly on the hardware; (viii) to replace or repair any non-internet of things equipment more than fifteen (15) years and one calendar day from the original installation date; (ix) to repair or replace any internet of things hardware product or component capable of being connected to the internet or having an IP address more than ten (10) years and one calendar day from the original installation date, and specific to any touch screen, touch pad, tactile pad including without limitation LCD, LED, CRT, TFT, DLP, Plasma, or OLED up to and no more than one (1) year and one calendar day from the original installation date; (x) to provide reconditioned or used parts; (xi) to make any replacements, renewals, repairs or provide any service necessitated by reason of any cause beyond our control including, but not limited to, fire, explosion, theft, floods, water, rust, weather, epidemic, pandemic, quarantine, earthquake or other act of nature or God, vandalism, misuse, abuse, mischief, or repairs by others. Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), or excessive humidity.

UPGRADES

The options and features associated with the service for your unit are priced based upon options and features selected by you and available on your contract start date. Additional features and options released after your contract start date may not be available to you or may be made available to you only at additional cost. These features are designed to operate in the current technological environment.

OTIS SERVICE EQUIPMENT, SOFTWARE, AND ANALYTICS

Any counters, meters, tools, machinery, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the Contract or service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this Contract. Otis grants to you the non-exclusive right to use this software only for operation of the units for which the part was provided. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, disassemble, decompile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this Contract by the transferee.

Otis may at its sole and absolute discretion employ remote diagnostics and predictive analytics to provide customized service and improve efficiency and increase your satisfaction ("Otis Service Software" or "Service Software"). The Otis Service Software is an Otis trade secret deployed pursuant to your service contract to enhance our efficiency and your experience with Otis service. The data generated by these Otis service diagnostic and predictive analytical tools shall be and remain the property of Otis. You agree to keep the Service Software in confidence and proprietary to Otis. You will not permit others to use, access, examine, copy, disclose, reverse engineer, decompile or disassemble the Service Software for any reason. Upon termination of this Contract, regardless of the reason, Otis may disable either remotely and/or via onsite visit (which you hereby permit) such Service Software. You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy of such software.

QUALITY AUDITS

Otis may periodically conduct audits not only to assess the functionality of your equipment, but also to assess more broadly Otis product and service offerings, to understand usage, performance, or to simply evaluate the products and determine next generation. Otis shall own this information. This audit activity may be done on-site by Otis personnel or remotely through Otis Service equipment installed on your unit depending upon the audit purpose.

MAINLINE DISCONNECTS

You agree to engage a qualified electrician on an annual basis to service the elevator mainline disconnects located in the elevator equipment room.

ACCESS

You agree to provide us with a safe workplace as well as unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, debris, and other potentially hazardous conditions.

ENVIRONMENTAL PROTECTION

Otis has practices in place to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request. You assume responsibility for and agree to remove and remediate any waste or hazardous materials including but not limited to hydraulic oil spills, asbestos, or other hazardous materials in accordance with applicable laws and regulations.

MALFUNCTIONING UNITS OR DANGEROUS CONDITIONS

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE™ service. Until the problem is corrected and the malfunction or dangerous condition is eliminated, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

INSTRUCTIONS / WARNINGS

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

LOCK OUT / TAG OUT ("LOTO")

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at www.otis.com by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.

WIRING DIAGRAMS

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment as set forth in this Contract. Otis shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

SERVICE TOOLS

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

RESPONSIBILITY FOR THE UNITS

It is agreed that Otis does not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

APPLICABLE CODE AND VIOLATIONS

Notwithstanding any other provision to the contrary (including without limitation provisions regarding order of precedence) whether in this document or any other contract document, Otis' work shall be performed in accordance with the applicable law, code, or regulation in effect on the date that Otis submitted to you its initial proposal and not any subsequently changed, amended, altered, or implemented law, code, or regulation.

You assume responsibility for the cost of correcting all Elevator Code violations existing as of the Commencement Date, as well as throughout the duration of the Contract. If such Elevator Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may, in addition to any other remedies resulting from material breach of your obligations hereunder, with respect to the equipment not meeting Elevator Code requirements, cancel and remove such equipment from this Contract without penalty to Otis by providing thirty (30) days written notice.

THIRD PARTY INTERFACE

Should you require us to interface with a third party, Otis will add an appropriate fee to cover the additional cost associated with this service.

ELECTRICAL AND LIGHTING REQUIREMENTS

You agree to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits.

ACCIDENT

You will provide Otis with written notice within twenty-four (24) hours after occurrence of any accident or incident in or about the elevator (s) and/or escalator(s) that leads to any injury or is alleged to cause any injury. You will provide such written notice to us, and if required by law, to any local authorities. You further agree to preserve any parts that are replaced after such an incident.

ENTRAPMENT

In the event of an entrapment, you will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. You agree that your agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway. Any entrapment responded to by Otis shall be treated as a chargeable service request unless otherwise deemed covered under this Contract by Otis.

ALTERATIONS

You will not allow others to make alterations, additions, adjustments, or repairs to the units.

TELEPHONE

Otis shall not be liable for any claim, injury, delay, death or loss or property, or damage resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to OTISLINE™ where there is no verbal response to the OTISLINE™ operator. It is your responsibility to maintain the telephone equipment and have a representative available to receive and respond to OTISLINE™ calls.

PRIVACY

The products and/or services being provided may result in the collection of Personal Information. The Parties will comply with applicable Data Privacy Laws as they pertain to personal information processed in connection with activity under this Contract. "Personal Information" shall mean information and data exchanged under this Contract related to an identifiable natural person. "Processing" of Personal Information shall mean the operation or set of operations whether automated or not, performed on Personal Information such as collecting, recording, organizing, structuring, storing, adapting, altering, retrieving, consulting, using, disclosing, sharing or erasing. "Controller" shall mean the party that determines the purposes and means of processing Personal Information. With respect to any Personal Information provided by you to Otis, you shall be the Controller and you warrant that you have the legal right to share such Personal Information with Otis and you shall be responsible for all obligations relating to that data, including without limitation providing notice or obtaining consent as may be required by law. Once you have lawfully provided Personal Information to Otis, you and Otis shall become co-Controllers. Otis may share such Personal Information internally, across borders and with service providers in accordance with applicable Data Privacy Laws. Otis may transfer information subject to corporate rules of its parent company. Otis may store Personal Information provided by you on servers located and accessible globally by Otis or its parent and their services providers. The parties agree to cooperate and to take reasonable commercial and legal steps to protect Personal Information against undue disclosure. In this regard each party shall notify the other in the event of a data breach, which shall include the actual or unauthorized access to or possession of, or the loss or destruction of, Personal Information, whether intentional or accidental. The party whose system was compromised in the data breach incident shall be responsible for any notifications and associated costs. Should either party receive in any form, (i) a complaint or allegation indicating a violation of applicable data privacy law, (ii) a request seeking access to correct or delete Personal Information or (iii) an inquiry or complaint related to the processing of personal information, said party shall take reasonable commercial steps to immediately notify the other party.

PURCHASE ORDERS

Any purchase order issued by you in connection with services to be provided by Otis shall be deemed to be issued for your administrative or billing identification purposes only, and shall not be binding upon Otis under any circumstance. The parties agree that the terms and conditions contained herein will exclusively govern the services to be provided.

MATERIAL BREACH BY CUSTOMER

Failure to pay any sum due by you within sixty (60) days will be considered a material breach under this Contract. You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month (18% per annum), or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, legal fees) incurred by us to collect any overdue amounts. In addition, the following events shall constitute a material breach of your obligations under this Contract: (1) failure to notify Otis of a dangerous condition or malfunction, or for a Unit that has a dangerous condition or is malfunctioning, to take the unit out of service; (2) failure to provide unrestricted and safe access to all areas of the building in which any part of the Units are located; (3) failure to provide a safe workplace or failure to adhere to our safety requirements; (4) failure to remove hazardous waste; (5) failure to adhere to lock-out/tag-out procedures; (6) failure to upgrade, improve or modernize the Units if Otis reasonably determines that such Units are unsafe to employees, inspectors or the riding public without such upgrades, improvements or modernization; and/or (7) failure to correct Elevator Code violations. In the event of a material breach by you, Otis shall be entitled to immediately suspend the affected Units or terminate service without prejudice to Otis, at its sole discretion.

TERMINATION FOR CUSTOMER'S BREACH

If this Contract is terminated for your material breach or for any reason other than our own default, you agree to immediately pay as liquidated damages, fifty percent (50%) of the remaining amount due under the current term of this Contract. The parties agree that quantifying Otis' losses arising from your material breach or premature termination would be difficult and uncertain, and further agree that the agreed upon formula is not a penalty, but rather a reasonable measure of Otis' damages which are based on Otis' experience in the elevator service industry and the losses that may result from such premature termination or material breach of this Contract.

TRANSFER OF INTEREST IN PROPERTY

In the event that you sell the property or your interest in the property is terminated prior to the expiration of the Contract, you agree to undertake best efforts to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this Contract. If the new owner or successor fails to assume your obligations under the Contract, then you agree immediately to pay to Otis fifty percent (50%) of the remaining amount due under the unexpired term of the Contract as liquidated damages. The parties agree that quantifying Otis' losses arising from the failure of the new owner or successor to assume this Contract would be difficult and uncertain, and further agree that the agreed upon formula is not a penalty, but rather a reasonable measure of Otis' damages which are based on Otis' experience in the elevator service industry and the losses that may result from such failure to assume upon a transfer.

FORCE MAJEURE

Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.

LIMITATION ON DAMAGES

Other than as specifically set forth above, under no circumstances (including third party claims) will either party be liable for any indirect, special, liquidated, or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

INDEMNITY

Otis shall indemnify you for damages related to accidents and injuries to persons or property only when adjudged to have been caused by Otis' sole negligence or willful misconduct. In all other instances, you shall defend, indemnify, and hold Otis harmless against all, damages, losses, costs, and expenses (including reasonable legal fees) in connection with any claims, demands, suits or proceedings made or brought against Otis arising out of or connected with the use, repair, maintenance, operation or condition of the Units or your obligations under, or material breach of, this Contract.

INSURANCE

Otis agrees to maintain the following insurance throughout the term of the Contract: General Liability coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate; Automobile Liability in the amount of \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage; Worker's Compensation in accordance with applicable statutory requirements, and Employer's Liability for: (i) bodily injury by each accident, up to the \$1,000,000 applicable annual limit per insured, (ii) bodily injury by disease, each employee up to the \$1,000,000 applicable annual limit per insured. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained

by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. Otis does not participate in SDI programs.

Customer must provide Otis at least 30 days advance notice of certificate holder changes required. Your failure to provide this required notice does not release your obligations to make timely payment under this agreement in accordance with the payment terms.

CERTIFICATES

If either party so requires, in writing, the other party shall furnish a copy of the certificates of insurance evidencing the above insurance coverages.

THIRD PARTIES

We are not obligated to comply or contract with any 3rd party vendors or execute vendor forms not in alignment with our contract terms. While we are not obligated, to the extent that we agree to work with the third party vendor, it will be for administrative purposes only and any costs associated will be passed through to customer. In the event of a conflict between the terms and conditions of this agreement and vendor agreement, this document will prevail.

CONFIDENTIALITY

Customer shall not disclose to any third party the terms of this Contract except as required by law or as necessary for the purposes of obtaining professional legal or accounting advice. This confidentiality provision is an integral part of this Contract and is a material condition upon which this Contract is based and shall survive the termination of this Contract.

ENTIRE CONTRACT

This Contract constitutes the entire and exclusive agreement between us for the services to be provided and your authorization to perform as outlined herein. Except as otherwise expressly stated herein, all prior or contemporaneous oral or written representations or agreements regarding the subject matter herein not incorporated herein will be superseded.

This Contract will be deemed voidable, even after execution, if it is determined at Otis' discretion that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.

OUT OF SCOPE SERVICES

To the extent that work order or purchase order numbers are required for work not included in the scope of this agreement, you agree to provide the required information at the time of service request. Failure to provide all required valid information at the time of the service request does not release your obligations to make payment for completed out of scope services in accordance with the payment terms of this agreement.

AMENDMENT

This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed by an authorized representative of Otis.

SUBMITTED BY: Kirk Tingey
TITLE: Sr Associate, Business Development
E-MAIL: Kirk.Tingey@otis.com

Accepted in Duplicate

Kemmerer City Hall

Otis Elevator Company

Date: 3-23-26

Date: _____

Signed: _____

Signed: _____

Print Name: Robert Bowen

Print Name: Michael Dahlquist

Title: Mayor

Title: Sr Manager & GM, Salt Lake City

Email: rbowen@kemmerer.org

Email: Michael.Dahlquist@otis.com

Company Name: Kemmerer City Hall

Principal, Owner or Authorized Representative of Principal or Owner

Agent _____

OTIS MAINTENANCE

BILL TO INFORMATION	ACCOUNTS PAYABLE CONTACT
Company Name: Kemmerer City Hall	Name: <i>Natasia Diers</i>
Address: 700 Cedar Ave	Phone Number: <i>307-828-2350 ext. 123</i>
Address 2:	Email: <i>ndiers@kemmerer.org</i>
City: Kemmerer	Email Address for Invoice Delivery: <i>ndiers@kemmerer.org</i>
State: Wyoming	Email Address for Statement Delivery (if different from above): <i>slaw</i>
Zip Code: 83101	

TAX STATUS

Are you tax exempt? (Check one)

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If yes, please provide tax exempt certificate

PURCHASE ORDER & WORK ORDER REQUIREMENTS
Contractual Services

Do you require a Purchase Order to be listed on your invoices for this service agreement (Check one)?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes to above, please provide contact for PO renewal:

 Name: *n/a*

 Phone: *n/a*

 Email Address: *n/a*

 Purchase Order Expiration Date: *n/a*

 Purchase Order Number: *n/a*

	Monthly	Quarterly	Annual
Purchase Order Renewal Frequency (Check one)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

NON-CONTRACTUAL SERVICES
Yes No

Do you require a Purchase Order to be listed on your invoices for work NOT included in this service agreement (Check one)? (If a purchase order is required for service calls to be billed, service calls will not be dispatched without a PO except in the event of an entrapment)

	✓
--	---

If providing a blanket PO, please provide PO# and value:

PO#	Value

WORK ORDER MANAGEMENT
Yes No

Do you require enrollment in a workorder management system?

	✓
--	---

Please provide system name:

CERTIFICATE OF INSURANCE
Yes No

Do you require a certificate of insurance?

--	--

If yes to above, please provide the below for your certificate of insurance:

Certificate Holder Name: _____

Certificate Holder Address: _____

Email address for delivery of certificate:

(If not provided, the certificate will be sent out via standard mail to the certificate holder address)

Yes No

Do you require upload of your certificate to a third party site?

	✓
--	---

If yes, please provide site name:

New
Business
(d)

AGENDA ITEM # d (CONSENT TB OB NB)

Department: Administration

Meeting Date: March 23, 2026

SUBJECT: AVCARD ACCEPTANCE AT THE KEMMERER MUNICIPAL AIRPORT

BRIEF DESCRIPTION/JUSTIFICATION:

In June, the Kemmerer Municipal Airport implemented a new credit card processing system (see attached signed fee schedule) following the acquisition of our previous provider.

Recently, a pilot was unable to purchase fuel using an AvCard. Upon contacting customer service at World Fuel, Chad was informed that AvCard had not been enabled as an accepted form of payment under the new system. Under the previous system, AvCard was accepted. The enclosed Schedule 2 authorizes the Kemmerer Municipal Airport to accept AvCard payments moving forward.

RECOMMENDED ACTION:

Authorize Mayor Bowen to sign the Schedule 2 Pricing Fee Schedule to allow AvCards to be accepted at the Kemmerer Municipal Airport.

Attachments Provided: Yes X No

Submitted by: Natasia Diers



SCHEDULE 2

PRICING – OUT OF NETWORK - FEE SCHEDULE

Credit Card Type	Discount Rate	Check all Cards to be accepted
Visa Qualified	2.24%	✓
Visa Non-Qualified	3.29%	✓
MasterCard Qualified	2.24%	✓
MasterCard Non-Qualified	3.29%	✓
American Express	3.75%	✓
Discover	2.95%	✓

Any changes to the above fees require 30 days prior written notice from World Fuel Services (WFS) to Merchant.

Visa/MasterCard Qualified Transactions: Qualified transactions are Visa and MasterCard cards (excluding those specifically classified as commercial or purchasing card) swiped through an electronic point of sale system (excluding a self-service unit) and settled before midnight of the same day. All other scenarios are non-qualified Visa/MasterCard transactions.

Settlement by EFT: Sales processed through processing center will be funded to Merchant via EFT (Electronic Funds Transfer) on a daily basis. A settlement advice notice will be electronically transmitted indicating transaction detail and settlement amounts.

Discount Rate: The discount rate will be multiplied by the gross amount of the transaction and such amount shall be deducted from the gross amount upon payment by WFS to Merchant.

Settlement: All card types will be settled to your account within three (3) U S business days after processing (excludes US government and bank holidays).

Rates above are valid for 60 days from the date of presentment of the original proposal. If this agreement is not executed in this time, the rates must be re-quoted.

Merchant Name: City of Kemmerer Initial: RS Date: 6-23-25
Robert Bowen, Mayor
9800 NW 41st Street • Doral, FL • USA • wfscorp.com



SCHEDULE 2

PRICING – OUT NETWORK - FEE SCHEDULE

Credit Card Type	Discount Rate	Check all Cards to be accepted
Avcard	2.85%	

Any changes to the above fees require 30 days prior written notice from World Fuel Services (WFS) to Merchant.

Settlement by EFT: Sales processed through processing center will be funded to Merchant via EFT (Electronic Funds Transfer) on a daily basis. A settlement advice notice will be electronically transmitted indicating transaction detail and settlement amounts.

Discount Rate: The discount rate will be multiplied by the gross amount of the transaction and such amount shall be deducted from the gross amount upon payment by WFS to Merchant.

Settlement: All card types will be settled to your account within three (3) U S business days after processing (excludes US government and bank holidays).

Rates above are valid for 60 days from the date of presentment of the original proposal. If this agreement is not executed in this time, the rates must be re-quoted.

Merchant Name: City of Kemmerer, Robert Initial: _____ Date: 3-23-26
Bowen, Mayor
9800 NW 41st Street • Doral, FL • USA • wfscorp.com

New
Business
(e)

AGENDA ITEM # C NEW BUSINESS

=====

Department: ADMINISTRATION

Meeting Date: March 23rd 2026

SUBJECT: Letter of Support for Lincoln County's Grant Application for the Wyoming Outdoor Recreation and Tourism Trust Fund

BRIEF DESCRIPTION/JUSTIFICATION:

Adam Calkins, District Ranger of The U.S. Forest Service Kemmerer Ranger District is working with Lincoln County on a grant focusing on developing Big Springs with a bigger parking lot, picnic shelters, ADA boardwalk, etc. The Kemmerer Ranger District is asking for a letter of support from the City of Kemmerer to support Lincoln County's application to the Wyoming Outdoor Recreation and Tourism Trust Fund. Development of this project will help bring travel and tourism to our area.

RECOMMENDED ACTION:

Authorize Mayor Robert Bowen to sign a letter of support for Lincoln County's application for Lincoln County's Grant Application for the Wyoming Outdoor Recreation and Tourism Trust Fund for the improvement and further development the of Big Springs recreation area.

Attachments Provided: Yes X No

Submitted by: Brian Muir, City Administrator

Kemmerer City Hall
220 State Highway 233
Kemmerer, WY 83101



(307) 828-2350
www.kemmerer.org

Make it Matter – Make it Better – Make it Happen

March 23 2026

Lincoln County Commissioners
925 Sage Ave.
Kemmerer, WY 83101

Re: Letter of Support for Lincoln County's Grant Application for the Wyoming Outdoor Recreation and Tourism Trust Fund

Dear Wyoming Outdoor Recreation and Tourism Trust Fund Board of Directors,

The City of Kemmerer is pleased to support Lincoln County's application to the Wyoming Outdoor Recreation and Tourism Trust Fund. This application focuses on development of the Big Spring Recreation Area. If this application is approved, it will provide a bigger parking area, accessible picnic shelters, and more. Development of this project will help bring travel and tourism to our area.

Thank you for your efforts to enhance the Big Springs Recreation Area to provide opportunities for our citizens and visitors to enjoy the great outdoors. If you have further questions or need to reach me, contact Kemmerer City Administrator Brian Muir via e-mail at bmuir@kemmerer.org or cell phone/text at 307-466-3128.

Sincerely,

Mayor Robert Bowen
City of Kemmerer

New Business (f)

AGENDA ITEM # f NEW BUSINESS

=====

Department: ADMINISTRATION

Meeting Date: March 23 2026

SUBJECT: WYDOT FY 2026-2027 SALT SAND PROJECT

BRIEF DESCRIPTION/JUSTIFICATION:

We have the opportunity to save money on high quality salt and sand by participating in the WYDOT bid. Last year we had a light snow year and we still have reserves, so we will only need to request \$20,000 worth of salt and sand.

RECOMMENDED ACTION:

Approve Mayor Robert Bowen to sign letter to WYDOT to order a not-to-exceed amount of \$20,000 for FY 2026-2027.

Attachments Provided: Yes x No

Submitted by: Brian Muir, City Administrator

Kemmerer City Hall
220 State Highway 233
Kemmerer, WY 83101



(307) 828-2350
www.kemmerer.org

Make it Matter – Make it Better – Make it Happen

March 23, 2026

Krista Riester, P.E.
Pinedale Resident Engineer
WYDOT - District 3
(307) 231-0858

Re: FY2026-2027 Salt and Sand Stockpile FY26 PEG2631 Project Bid

Dear Krista Riester:

We are interested in participating again this year (2026 Fiscal Year) in the WYDOT salt and sand project bid. We would like our salt and sand delivered to Kemmerer City Property at a cost to the City of Kemmerer not to exceed \$20,000.

Please provide us with the price per ton at your earliest convenience so we can tell you how many tons we want to order.

We appreciate your efforts in our behalf!

Sincerely,

Mayor Robert Bowen
City of Kemmerer