

120502 - Q8

**LARAMIE COUNTY CLERK
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM PROCESSING FORM**

1. DATE OF PROPOSED ACTION: May 1, 2012

2. AGENDA ITEM: ☐ Appointments ☐ Bids/Purchases ☐ Claims

☐ Contracts/agreements/leases Grants ☐ Land Use: Variances/Board App/Plats

☐ Proclamations ☐ Public Hearings/Rules & Reg's ☐ Reports & Public Petitions

☐ Resolutions ☐ Other

3. DEPARTMENT: County Clerk

APPLICANT:

AGENT: Debbye Lathrop

4. DESCRIPTION: Consideration of a request from the Wyoming State Fair and other parties to acquire or display an official Laramie County flag at specific events.

Amount \$	From	To
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5. DOCUMENTATION: Originals and (4) four copies

<u>Commissioner</u>		<u>Clerks Use Only:</u>	<u>Signatures</u>
Humphrey	_____		Co Attny _____
Thompson	_____		Deputy Co Atty _____
Woodhouse	_____		
Action	_____		Outside Agency _____
Postponed/Tabled	_____		

COPY OF RECORD

Debbye Lathrop

From: Lucile Taylor [lucile.taylor@conversecounty.org]
Sent: Wednesday, April 18, 2012 11:41 AM
To: Debbye Lathrop
Subject: FW: County Flags for WSF

Debbye, would this work for the purposes of your meeting with the BOCC? It was WSF's recommendation that invoices for the additional flag be sent to them so the WSF can pay with their Visa card. James Goodrich is the Wyoming State Fair Director and Vicki Rupert is the Deputy Director. WY State Fair would like to have a flag of each County so all of the County flags could be flown during the week of Wy State Fair. There may also be other occasions, but that is the one they specifically addressed.

If you need additional information, please get in touch. Thanks.

**Lucile K Taylor, Converse County Clerk
 & Recorder of Deeds
 107 N 5th St., Suite 114
 Douglas, WY 82633-2448
 Office: 307-358-2244
 Fax: 307-358-5998
 Email: lucile.taylor@conversecounty.org
 Website: conversecounty.org**

E-mail to and from me, in connection with this transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Vicki RUPERT [mailto:vicki.rupert@wyo.gov]
Sent: Tuesday, March 20, 2012 10:40 AM
To: Lucile Taylor
Cc: James Goodrich
Subject: Re: County Flags for WSF

Lucile,

It might be easier IF the counties would refer the flag companies to our office so that we could pay for the flags on our State Purchasing Cards- visa cards, because if not you are absolutely correct- every flag vendor would have to either already be in the State system or be added to the State system.
 What do you think James????

*Vicki Rupert, Deputy Director
 Wyoming State Fair & Rodeo
 307-358-2398*

***NEW Email Address: vicki.rupert@wyo.gov
 Plan to attend our 100th Anniversary
 August 11-18, 2012***

On Fri, Mar 16, 2012 at 9:39 AM, Lucile Taylor <lucile.taylor@conversecounty.org> wrote:

4/18/2012

James and Vicki, it appears that some counties may donate the flag to WSF and others will want you to pay for it. **Preferred:** Is it possible for a county to have an invoice for the flag sent directly to WSF? Would the State of Wy have to set up all the flag vendors in the accounts payable system (this would probably mean that each vendor would also have to provide a W9). Don't know the State's requirements anymore!

If we don't do that, the reimbursement from WSF will go into our General Funds and are not available to the counties.

Let me know and thanks for the offer.

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Debbye Lathrop

From: Laura Munari [lmunari@msn.com]
Sent: Thursday, April 26, 2012 2:57 PM
To: Debbye Lathrop
Subject: RE: County Flag
Attachments: Flag.pdf

Debbye,

I am sorry I am just getting back to you as I was out of the office yesterday!

Here is a copy of the art for the flag. Also the last one was produced for a parade/indoor flag pole. If that is the case this time, the cost would be \$176.20. This includes the pole hem and strap for hanging. If this is going to go on an outdoor type pole where you would clip it on a rope you wouldn't need the pole hem, just a canvas heading and grommets, and the cost for that one would be \$165.

The size of the flag was/is a 3 x 5 so if you would need a different size would you let me know that, please.

Their current turnaround time is 14 working days, so roughly three weeks and then shipping from Alabama which I would think would be five days for UPS ground.

Let me know what you think, please and thank you!

Laura Munari
Promotional Consultant
Wyoming Trophy & Engraving
307.634.6621

From: dlathrop@laramiecountyclerk.com
To: lmunari@msn.com
Subject: County Flag
Date: Wed, 25 Apr 2012 16:39:58 +0000

Laurie -

I understand the County had a flag made a year or two ago. It is white with a gold border and the official county seal is in the center.

No one seems to recall the price of the flag. We have had a request from the Wyoming State Fair to provide them with a flag, so we would need to have a second one made.

Could you tell me what the cost and the lead time to have one made up would be?

Thanks.

Debbye Lathrop

Laramie County Clerk
309 W. 20th Street
Cheyenne, WY 82001
307.633.4268
Fax 307.633.4240
dlathrop@laramiecountyclerk.com

4/26/2012