

# City of Cody City Council

## AGENDA

Executive Session – 6:15 - Pursuant to W.S. 16-4-405(a)(ix) to consider or receive information classified as confidential by law.

Special Meeting 6:30 – Review December 15, 2015 Agenda

Tuesday, December 15, 2015 – 7:00 p.m.

Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

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Meeting Called to Order

Pledge of Allegiance

Moment of Silence

Roll Call

Agenda Review and Approval

Mayor's Recognitions and Announcements

### 1. Consent Calendar

All items under the consent calendar will be acted upon in one motion unless a Councilmember or member of the public requests that an individual item be taken up under Conduct of Business.

- a. Approval of Minutes: Regular Meeting Minutes from December 1, 2015.
- b. Approve Vouchers and Payroll in the amount of \$1,345,385.56.
- c. Declare 65 used distribution transformers as surplus and authorize staff to dispose of utilizing a bid process.
- d. Approve the depository applications and designate as official depositories for the City of Cody for the calendar year 2016.
- e. Vote for Greg James, Mayor City of Newcastle, Kelly Krakow, Mayor Town of Albin and Don Richards, Shoshone Municipal Pipeline to fill the three vacant positions on the Local Government Liability Pool.
- f. Designate Mayor Brown as the Voting Delegate for the City of Cody for the WAM Winter Workshop and Landon Greer or Donny Anderson as Alternate Voting Delegate.
- g. Authorize the Mayor to enter into and sign a lease agreement between the City of Cody and Mackay & Jacobson to renew a 1-year lease with two – one year automatic renewal options.
- h. Award Bid 2015-19 and authorize the Mayor to enter into and sign a contract with Harris Trucking & Construction for the 12<sup>th</sup> Street Storm Drainage Project for the amount of \$225,044.08.

2. Public Comments: The City Council welcomes input from the public. In order for everyone to be heard, please limit your comments to five (5) minutes per person. The Guidelines for the Conduct of City Council Meetings do not allow action to be taken on public comments.

### 3. Public Hearing

### 4. Conduct of Business

a. Consider the Appointment of three applicants to the positions on the Planning, Zoning and Adjustment Board for the term January 1, 2016 through December 31, 2018.

b. Consider accepting the auditor's report and related financial statements for FY 14-15.

Staff Reference: Leslie Brumage, Finance Officer  
Spokesperson: James Seckman

c. ORDINANCE 2015-16 FIRST READING  
AN ORDINANCE AMENDING TITLE 4, CHAPTER 3 of the CITY OF  
CODY CODE: NUISANCE ABATEMENT

Staff Reference: Scott Kolpitcke, City Attorney

5. Tabled Items
6. Matters from Staff Members
7. Matters from Council Members
8. Adjournment

**City of Cody**  
**Council Proceedings**  
**Tuesday, December 1, 2015**

A Special Meeting was held at 6:30 to review the agenda. No action was taken.

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, December 1, 2015 at 7:00 p.m.

Present: Mayor Nancy Tia Brown , Council Members Donny Anderson, Karen Ballinger, Jerry Fritz, Landon Greer, Steve Miller and Stan Wolz, City Administrator Barry Cook, City Attorney Scott Kolpitke, and Administrative Services Officer, Cindy Baker.

Absent: None.

Mayor Brown called the meeting to order at 7:00 p.m.

Council Member Miller made a motion seconded by Council Member Greer to approve the agenda as presented. Vote was unanimous.

Mayor Brown proclaimed Saturday, December 12, 2015 as Wreaths Across America

Heidi Rasmussen and Richard Jones were recognized for their excellent and voluntary work on many City activities and projects.

Council Member Miller made a motion seconded by Council Member Greer to approve Special Meeting Minutes from November 12, 2015 and Regular Meeting Minutes from November 17, 2015; approve and authorize the Mayor to sign the Alcohol Inspection Contract between the Wyoming Association of Sheriffs and Chiefs of Police and the Cody Police Department for Alcohol and Tobacco Compliance inspections contract terms July 1, 2015 through May 28, 2016 and January 1, 2016, through June 10, 2016 respectively; award and authorize the Mayor to sign a Professional Tree Trimming Services Contract with Arbor Solutions Tree Care following review and approval of said contract by the City Attorney; and declare approximately 4,112 square feet of City land, located east of 14th Street near the intersection with Huff 'n Puff Avenue as surplus and authorize staff to proceed with the bid process for disposal of the property. Vote was unanimous.

Council Member Ballinger made a motion seconded by Council Member Anderson to approve Vouchers and Payroll in the amount of \$536,238.05. Council Member Greer recused himself from the vote. Vote was unanimous from the remaining Council Members.

Council Member Miller made a motion seconded by Council member Ballinger to awarding a professional services contract between Precision Plan, Susan Hovde and the City of Cody and authorize the Mayor to sign the agreement contingent upon review and approval by the City Attorney with the removal of the limitation of liability clause in question and not to exceed \$33,000.00, if clause is not removed authorize the Mayor to enter into and sign a contract with the second firm not to exceed \$33,000 and contingent upon review by the City Attorney. Vote was unanimous.

There being no further business, Mayor Brown adjourned the meeting at 7:37 p.m.

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Cindy Baker  
Administrative Services Officer

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Nancy Tia Brown  
Mayor

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
<b>ACKER ELECTRIC</b>							
<b>270</b>							
32111	KOA LIFT STATION	11/19/2015	202.50	.00			1215
32113	CARDBOARD BALER	11/19/2015	50.00	.00			1215
Total :			252.50	.00			
Total 270:			252.50	.00			
<b>ADVANCED INFO SYSTEMS</b>							
<b>129162</b>							
12666	CYCLE 2 OUTSOURCE BILLS	11/19/2015	176.07	.00			1215
12672	CYCLE 3 OUTSOURCE BILLS	11/30/2015	403.54	.00			1215
12681	CYCLE 4 OUTSOURCE BILLS	12/03/2015	230.46	.00			1215
Total :			810.07	.00			
Total 129162:			810.07	.00			
<b>AMERICAN WELDING &amp; GAS, INC.</b>							
<b>128592</b>							
03697598	SUPPLIES	11/30/2015	52.95	.00			1215
Total :			52.95	.00			
Total 128592:			52.95	.00			
<b>ANIXTER POWER SOLUTIONS, LLC</b>							
<b>130622</b>							
3002173-00	NEW STREET LIGHTS	09/23/2015	1,962.11	.00			1215
3035900-01	SYSTEM REPAIR	11/11/2015	25.75	.00			1215
3052577-00	TOOLS	11/25/2015	495.65	.00			1215
3052577-01	ST LIGHT REPAIR	11/17/2015	361.48	.00			1215
Total :			2,844.99	.00			
Total 130622:			2,844.99	.00			
<b>BASIN EQUIPMENT REPAIR, LLC</b>							
<b>130652</b>							
000286	CAT BLADE REPAIR	11/12/2015	1,180.00	.00			1215
Total :			1,180.00	.00			
Total 130652:			1,180.00	.00			
<b>BATES, KARA</b>							
<b>130660</b>							
16241021	REFUND UTILITY DEPOSIT	12/01/2015	105.83	.00			1215
Total :			105.83	.00			
Total 130660:			105.83	.00			
<b>BEZAIRE-KAWAMURA HOLDINGS, LLC</b>							
<b>130653</b>							
16.176912	REFUND CREDIT BALANCE	12/03/2015	30.99	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :			30.99	.00			
Total 130653:			30.99	.00			
<b>BIG HORN ROOFING, INC</b>							
<b>1200</b>							
15156	SR CENTER ROOF	10/19/2015	173.46	.00			1215
Total :			173.46	.00			
Total 1200:			173.46	.00			
<b>BLACK HILLS ENERGY</b>							
<b>130509</b>							
120415	UTILITIES - REC CENTER	12/04/2015	2,455.00	.00			1215
120415	UTILITIES - REC CENTER	12/04/2015	7,364.99	.00			1215
Total :			9,819.99	.00			
Total 130509:			9,819.99	.00			
<b>BLANKENSHIP QUALITY CONCRETE LLC</b>							
<b>1320</b>							
889	CONCRETE	11/19/2015	3,234.60	.00			1215
889	CONCRETE	11/19/2015	4,628.63	.00			1215
889	CONCRETE	11/19/2015	2,937.82	.00			1215
889	CONCRETE	11/19/2015	3,542.15	.00			1215
889	CONCRETE	11/19/2015	2,838.60	.00			1215
Total :			17,181.80	.00			
Total 1320:			17,181.80	.00			
<b>BRAGG PLUMBING AND HEATING INC</b>							
<b>127760</b>							
7928	METER INSTALLATION	10/01/2015	384.22	.00			1215
Total :			384.22	.00			
Total 127760:			384.22	.00			
<b>BROOKS, GREG</b>							
<b>130661</b>							
383779	REC CENTER REFUND	11/24/2015	113.00	.00			1215
Total :			113.00	.00			
Total 130661:			113.00	.00			
<b>CARQUEST AUTO PARTS</b>							
<b>10200</b>							
2874-IC-29133	shop supplies - VM	11/05/2015	8.79	.00			1215
2874-IC-29133	credit repair parts - VM	11/05/2015	60.00-	.00			1215
2874-IC-29144	credit repair parts - VM	11/06/2015	54.00-	.00			1215
2874-IC-29254	credit repair parts - VM	11/25/2015	3.52-	.00			1215
2874-ID-29109	repair parts - VM	11/02/2015	16.71	.00			1215
2874-ID-29110	repair parts - VM	11/02/2015	107.76	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
2874-ID-29125	repair parts - VM	11/04/2015	24.23	.00			1215
2874-ID-29126	repair parts - VM	11/04/2015	11.64	.00			1215
2874-ID-29127	repair parts - VM	11/04/2015	243.66	.00			1215
2874-ID-29134	shop supplies - VM	11/05/2015	.04	.00			1215
2874-ID-29141	repair parts - VM	11/06/2015	263.02	.00			1215
2874-ID-29164	repair parts - VM	11/10/2015	6.22	.00			1215
2874-ID-29174	repair parts - VM	11/12/2015	84.65	.00			1215
2874-ID-29176	repair parts - VM	11/12/2015	9.28	.00			1215
2874-ID-29181	repair parts - VM	11/13/2015	22.99	.00			1215
2874-ID-29192	repair parts - VM	11/16/2015	8.09	.00			1215
2874-ID-29197	lift station repair - WW	11/16/2015	9.79	.00			1215
2874-ID-29197	repair parts - VM	11/16/2015	145.35	.00			1215
2874-ID-29197	shop supplies - VM	11/16/2015	1.02	.00			1215
2874-ID-29201	repair parts - VM	11/17/2015	25.10	.00			1215
2874-ID-29207	repair parts - VM	11/18/2015	106.24	.00			1215
2874-ID-29210	repair parts - VM	11/18/2015	125.13	.00			1215
2874-ID-29211	repair parts - VM	11/18/2015	15.38	.00			1215
2874-ID-29215	repair parts - VM	11/19/2015	217.76	.00			1215
2874-ID-29234	repair parts - VM	11/23/2015	9.37	.00			1215
2874-ID-29236	repair parts - VM	11/23/2015	31.66	.00			1215
2874-ID-29243	repair parts - VM	11/24/2015	19.00	.00			1215
2874-ID-29246	repair parts - VM	11/24/2015	17.84	.00			1215
2874-ID-29251	repair parts - VM	11/25/2015	6.22	.00			1215
2874-ID-29251	repair parts - VM	11/25/2015	130.97	.00			1215
2874-ID-29252	repair parts - VM	11/25/2015	24.29	.00			1215
2874-ID-29254	repair parts - VM	11/25/2015	10.55	.00			1215
2874-ID-29268	repair parts - VM	11/30/2015	15.82	.00			1215
2874-ID-29272	repair parts - VM	11/30/2015	55.99	.00			1215
Total :			1,657.04	.00			
Total 10200:			1,657.04	.00			
<b>CHAMPION WIRE &amp; CABLE, LLC</b>							
<b>130592</b>							
00262991	SKYLINE IV PROJECT	11/24/2015	569.25	.00			1215
Total :			569.25	.00			
Total 130592:			569.25	.00			
<b>CODY CAB LLC</b>							
<b>129079</b>							
120115	TIPSY TAXI PROGRAM	12/01/2015	189.00	.00			1215
Total :			189.00	.00			
Total 129079:			189.00	.00			
<b>CODY RECREATION FOUNDATION</b>							
<b>9150</b>							
384009	REC CENTER REFUND	12/02/2015	29.00	.00			1215
Total :			29.00	.00			
Total 9150:			29.00	.00			

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
<b>CODY'S TOWN TAXI</b>								
<b>129972</b>								
	121515	TIPSY TAXI VOUCHERS	12/07/2015	154.00	.00			1215
Total :				154.00	.00			
Total 129972:				154.00	.00			
<b>COPENHAVER KATH KITCHEN KOLPITCKE LLC</b>								
<b>3140</b>								
	113015	LEGAL SERVICES	12/02/2015	6,907.92	.00			1215
Total :				6,907.92	.00			
Total 3140:				6,907.92	.00			
<b>DEMPSTERS, LLC</b>								
<b>127148</b>								
	111615	RECYCLE TRAILER BINS	11/16/2015	3,850.00	.00			1215
Total :				3,850.00	.00			
Total 127148:				3,850.00	.00			
<b>DIVISION OF VICTIM'S SERVICES</b>								
<b>124470</b>								
	120415	CRIME VICTIM'S COMP - NOV 2	12/04/2015	100.00	.00			1215
Total :				100.00	.00			
Total 124470:				100.00	.00			
<b>DUVALL, JANE</b>								
<b>130664</b>								
	15913013	REFUND UTILITY DEPOSIT	12/03/2015	100.70	.00			1215
Total :				100.70	.00			
Total 130664:				100.70	.00			
<b>EASTMAN, RINDA</b>								
<b>129952</b>								
	120215	PERSONAL TRAINING - REC CE	12/02/2015	258.31	.00			1215
Total :				258.31	.00			
Total 129952:				258.31	.00			
<b>ENGINEERING ASSOCIATES</b>								
<b>4140</b>								
	3507015-1	WWTF PRETREATMENT	12/04/2015	5,034.00	.00			1215
Total :				5,034.00	.00			
Total 4140:				5,034.00	.00			
<b>HARRIS TRUCKING &amp; CONST. CO</b>								

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
4780	127202	SKYLINE IV PROJECT	10/06/2015	7,269.50	.00			1215
	127230	RUBBER BELTING	11/04/2015	180.00	.00			1215
	127263	CONCRETE BARRIERS	11/16/2015	4,500.00	.00			1215
	127271	ASPHALT	11/09/2015	1,053.24	.00			1215
	127271	ASPHALT	11/09/2015	1,340.67	.00			1215
	Total :			14,343.41	.00			
	Total 4780:			14,343.41	.00			
<b>J L ENGINEERING, LLC</b>								
130341	408	PARK SHOP RENOVATION	11/28/2015	11,303.21	.00			1215
	Total :			11,303.21	.00			
	Total 130341:			11,303.21	.00			
<b>JONES, AMY</b>								
129954	120215	PERSONAL TRAINING - REC CE	12/02/2015	1,074.46	.00			1215
	Total :			1,074.46	.00			
	Total 129954:			1,074.46	.00			
<b>KEEGAN &amp; WINSLOW LAW FIRM</b>								
126040	120115	PROFESSIONAL FEES	12/01/2015	370.80	.00			1215
	Total :			370.80	.00			
	Total 126040:			370.80	.00			
<b>KITCHEN, SCOTT</b>								
129803	113015	REIMBURSE FOR MILEAGE	11/30/2015	20.64	.00			1215
	Total :			20.64	.00			
	Total 129803:			20.64	.00			
<b>KOIS BROTHERS EQUIPMENT</b>								
5830	MT32521	PLOW FOR THE STREETS PICK	11/19/2015	7,250.00	.00			1215
	Total :			7,250.00	.00			
	Total 5830:			7,250.00	.00			
<b>KRUBECK, LUCAS</b>								
130285	120215	PERSONAL TRAINER - REC CE	12/02/2015	233.55	.00			1215
	Total :			233.55	.00			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 130285:			233.55	.00			
<b>NORCO, INC.</b>							
<b>128948</b>							
17357473	SUPPLIES	11/30/2015	11.16	.00			1215
Total :			11.16	.00			
Total 128948:			11.16	.00			
<b>OWEN, DONALD E</b>							
<b>125181</b>							
120115	VOLLEYBALL REFEREE	12/01/2015	500.00	.00			1215
Total :			500.00	.00			
Total 125181:			500.00	.00			
<b>PARK COUNTY</b>							
<b>7670</b>							
2365	LEC CONTRACT - DISPATCH	12/01/2015	25,026.03	.00			1215
2365	LEC CONTRACT - CONSOLE	12/01/2015	3,184.96	.00			1215
2365	LEC CONTRACT - UTILITIES	12/01/2015	1,112.50	.00			1215
Total :			29,323.49	.00			
Total 7670:			29,323.49	.00			
<b>PARK COUNTY ANIMAL SHELTER</b>							
<b>5120</b>							
120115	ANIMAL SERVICE CONTRACT	12/01/2015	3,750.00	.00			1215
Total :			3,750.00	.00			
Total 5120:			3,750.00	.00			
<b>PARK COUNTY LANDFILL</b>							
<b>129053</b>							
113015	LANDFILL CHARGES	11/30/2015	56,199.00	.00			1215
Total :			56,199.00	.00			
Total 129053:			56,199.00	.00			
<b>PARK COUNTY PUBLIC HEALTH</b>							
<b>7720</b>							
1209	HEP B VACCINES	11/25/2015	40.00	.00			1215
1209	HEP B VACCINES	11/25/2015	55.00	.00			1215
Total :			95.00	.00			
Total 7720:			95.00	.00			
<b>PAVEMENT MAINTENANCE INC</b>							
<b>7825</b>							
15-230	SNOW REMOVAL	11/20/2015	770.00	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :			770.00	.00			
Total 7825:			770.00	.00			
<b>PROFFITS LAWN CARE</b>							
<b>128647</b>							
2861	HILL MOWING CONTRACT	11/24/2015	315.00	.00			1215
Total :			315.00	.00			
Total 128647:			315.00	.00			
<b>QUALITY UTILITY EQUIP. SUPPLY</b>							
<b>124974</b>							
46884	EQUIPMENT REPAIR	11/25/2015	135.69	.00			1215
Total :			135.69	.00			
Total 124974:			135.69	.00			
<b>RENAEGADE PHOTOGRAPHY</b>							
<b>130666</b>							
346	DORSE MILLER PARK - PHOTO	11/20/2015	185.00	.00			1215
Total :			185.00	.00			
Total 130666:			185.00	.00			
<b>RINGER, SARAH</b>							
<b>130663</b>							
6064014	REFUND UTILITY DEPOSIT	12/01/2015	300.00	.00			1215
6064014	REFUND CREDIT BALANCE	12/01/2015	.43	.00			1215
Total :			300.43	.00			
Total 130663:			300.43	.00			
<b>ROCKY MOUNTAIN POWER</b>							
<b>7570</b>							
112415	UTILITIES	11/24/2015	257.68	.00			1215
Total :			257.68	.00			
Total 7570:			257.68	.00			
<b>SAY WHERE STORAGE</b>							
<b>130576</b>							
185262	PARK SHOP RENOVATION STO	11/10/2015	150.00	.00			1215
Total :			150.00	.00			
Total 130576:			150.00	.00			
<b>SCHOENING, WILLIAM D</b>							
<b>123147</b>							
120115	VOLLEYBALL REFEREE	12/01/2015	350.00	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :			350.00	.00			
Total 123147:			350.00	.00			
<b>SECHRIST, DAVID J</b>							
<b>129937</b>							
120215	PERSONAL TRAINING- REC CE	12/02/2015	185.25	.00			1215
Total :			185.25	.00			
Total 129937:			185.25	.00			
<b>SHEFFIELD, KIRK TORBEN</b>							
<b>130662</b>							
15673042	REFUND UTILITY DEPOSIT	11/30/2015	86.66	.00			1215
Total :			86.66	.00			
Total 130662:			86.66	.00			
<b>SHOSHONE RECREATION DISTRICT</b>							
<b>124481</b>							
384008	REC CENTER REFUND	12/02/2015	43.50	.00			1215
Total :			43.50	.00			
Total 124481:			43.50	.00			
<b>SITZ III, ALEX H.</b>							
<b>129379</b>							
16395	PROFESSIONAL FEES	11/20/2015	138.94	.00			1215
Total :			138.94	.00			
Total 129379:			138.94	.00			
<b>SOLOMON CORPORATION</b>							
<b>130619</b>							
272008	LINE RECLOSER MAINT	11/13/2015	2,037.00	.00			1215
Total :			2,037.00	.00			
Total 130619:			2,037.00	.00			
<b>SPOMER, JULIA</b>							
<b>130667</b>							
3030042	REFUND UTILITY DEPOSIT	12/04/2015	147.58	.00			1215
Total :			147.58	.00			
Total 130667:			147.58	.00			
<b>STINSON, LAURENCE</b>							
<b>128020</b>							
10272013	REFUND UTILITY DEPOSIT	11/24/2015	111.34	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :			111.34	.00			
Total 128020:			111.34	.00			
<b>SWANTON, LORI</b>							
<b>130665</b>							
120215	SKI CONDITIONING CLASS	12/02/2015	1,149.40	.00			1215
Total :			1,149.40	.00			
Total 130665:			1,149.40	.00			
<b>T J ELECTRIC</b>							
<b>123948</b>							
1849	ELEC WORK - STREETS OFFIC	11/22/2015	317.68	.00			1215
Total :			317.68	.00			
Total 123948:			317.68	.00			
<b>THULL, VERNA</b>							
<b>129145</b>							
120215	REIMBURSE FOR SUPPLIES	12/02/2015	18.53	.00			1215
Total :			18.53	.00			
Total 129145:			18.53	.00			
<b>TUNDRA GENERAL CONTRACTORS</b>							
<b>130416</b>							
9201543	ADA POOL LIFT PROJECT	11/04/2015	499.68	.00			1215
Total :			499.68	.00			
Total 130416:			499.68	.00			
<b>U S BANK PURCHASE CARD</b>							
<b>129981</b>							
120615	Random Drug Testing	12/06/2015	66.00	.00			1215
120615	supplies & years of svc	12/06/2015	19.94	.00			1215
120615	Supplies	12/06/2015	238.92	.00			1215
120615	Supplies - Notary Stamp	12/06/2015	28.95	.00			1215
120615	Supplies - Payroll Docs	12/06/2015	365.00	.00			1215
120615	Deposit bags	12/06/2015	44.38	.00			1215
120615	Office supplies	12/06/2015	14.57	.00			1215
120615	Toner	12/06/2015	119.77	.00			1215
120615	Batteries	12/06/2015	7.38	.00			1215
120615	Supplies	12/06/2015	51.73	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	885.07	.00			1215
120615	Utilities - WCS Telecom Long Dist	12/06/2015	153.36	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	65.21	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	885.16	.00			1215
120615	advertising	12/06/2015	278.40	.00			1215
120615	advertising	12/06/2015	348.00	.00			1215
120615	Advertising	12/06/2015	3,685.95	.00			1215
120615	advertising	12/06/2015	282.00	.00			1215
120615	Risk assessments	12/06/2015	320.70	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	Risk assessments	12/06/2015	275.10	.00			1215
120615	Printer	12/06/2015	540.00	.00			1215
120615	CPU Fans	12/06/2015	27.22	.00			1215
Total Administravtive Services:			8,702.81	.00			
120615	CO2	12/06/2015	172.00	.00			1215
120615	CO2	12/06/2015	172.00	.00			1215
120615	CO2	12/06/2015	150.00	.00			1215
120615	Supplies	12/06/2015	124.27	.00			1215
120615	Materials & supplies	12/06/2015	199.31	.00			1215
120615	Safety supplies & equipment	12/06/2015	393.66	.00			1215
120615	Lanyards	12/06/2015	10.35	.00			1215
120615	Program supplies	12/06/2015	13.45	.00			1215
120615	Program supplies	12/06/2015	8.84	.00			1215
120615	Birthday Party Expense	12/06/2015	39.41	.00			1215
120615	Program supplies	12/06/2015	152.05	.00			1215
120615	Program supplies	12/06/2015	293.50	.00			1215
120615	Birthday Party Supplies	12/06/2015	28.97	.00			1215
120615	Program Supplies	12/06/2015	1,008.33	.00			1215
120615	Equipment repairs	12/06/2015	40.62	.00			1215
120615	Red Cross	12/06/2015	35.00	.00			1215
120615	Red Cross Material	12/06/2015	1,309.02	.00			1215
120615	Horn Start w/ Accessories	12/06/2015	1,175.00	.00			1215
Total Aquatics:			5,325.78	.00			
120615	Utilities - Cell Phones - Verizon	12/06/2015	49.36	.00			1215
Total City Administrator:			49.36	.00			
120615	Sean Collier Code Exams.	12/06/2015	168.00	.00			1215
120615	Materials and Supplies	12/06/2015	95.80	.00			1215
120615	Materials and Supplies	12/06/2015	95.80	.00			1215
120615	Materials and Supplies	12/06/2015	62.61	.00			1215
120615	CWSEF Part 2 Application mailing	12/06/2015	23.98	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	173.03	.00			1215
120615	Autodesk subscription	12/06/2015	3,139.11	.00			1215
Total Community Development:			3,758.33	.00			
120615	Random Drug Testing	12/06/2015	36.00	.00			1215
120615	Random drug testing	12/06/2015	30.00	.00			1215
120615	FR Coveralls - Bibs	12/06/2015	1,440.51	.00			1215
120615	Jim Clingman's Boots	12/06/2015	104.99	.00			1215
120615	Test Leads	12/06/2015	24.99	.00			1215
120615	Tools	12/06/2015	55.59	.00			1215
120615	Supplies	12/06/2015	9.64	.00			1215
120615	Shop Supplies	12/06/2015	64.15	.00			1215
120615	Office Supplies	12/06/2015	61.78	.00			1215
120615	supplies & years of svc	12/06/2015	17.16	.00			1215
120615	Router	12/06/2015	139.03	.00			1215
120615	Supplies	12/06/2015	126.15	.00			1215
120615	Pest Control - October 2015	12/06/2015	52.50	.00			1215
120615	Pest Control - November 2015	12/06/2015	52.50	.00			1215
120615	Analyzer Repair	12/06/2015	150.75	.00			1215
120615	Minske Substation Repair	12/06/2015	39.32	.00			1215
120615	Streetlight Repair	12/06/2015	12.87	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	Streetlight Repairs	12/06/2015	113.71	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	86.14	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	224.00	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	86.14	.00			1215
120615	Utilities - Century Link	12/06/2015	37.45	.00			1215
120615	Autodesk subscription	12/06/2015	1,046.37	.00			1215
120615	Skyline IV Conduit	12/06/2015	238.02	.00			1215
120615	Skyline IV Conduit	12/06/2015	133.92	.00			1215
120615	Skyline IV Conduit	12/06/2015	70.78	.00			1215
120615	Skyline IV Project	12/06/2015	7.02	.00			1215
Total Electric:			4,461.48	.00			
120615	Meeting expenses	12/06/2015	30.04	.00			1215
120615	Meeting supplies	12/06/2015	48.46	.00			1215
120615	Meeting supplies	12/06/2015	13.98	.00			1215
120615	Meeting Expenses	12/06/2015	30.98	.00			1215
120615	Meeting Expenses	12/06/2015	80.22	.00			1215
120615	Supplies	12/06/2015	103.15	.00			1215
120615	Supplies	12/06/2015	55.98	.00			1215
120615	Computer supplies	12/06/2015	12.06	.00			1215
120615	Day Planner	12/06/2015	37.73	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	6,069.44	.00			1215
Total Mayor - Council:			6,482.04	.00			
120615	Uniforms	12/06/2015	35.97	.00			1215
120615	Floor jack repair	12/06/2015	5.19	.00			1215
120615	Restroom supplies	12/06/2015	293.72	.00			1215
120615	Supplies	12/06/2015	2.80	.00			1215
120615	Supplies	12/06/2015	4.00	.00			1215
120615	Supplies	12/06/2015	4.49	.00			1215
120615	Supplies	12/06/2015	11.70	.00			1215
120615	Supplies	12/06/2015	5.99	.00			1215
120615	Materials	12/06/2015	11.69	.00			1215
120615	Materials	12/06/2015	6.99	.00			1215
120615	Materials	12/06/2015	4.32	.00			1215
120615	downspout chamber	12/06/2015	3.99	.00			1215
120615	Baseball field lighting	12/06/2015	2,700.00	.00			1215
120615	Cord repair	12/06/2015	6.98	.00			1215
120615	Stock	12/06/2015	20.98	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	86.57	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	91.29	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	86.16	.00			1215
120615	Welding rental	12/06/2015	28.52	.00			1215
120615	Welding rental	12/06/2015	50.73	.00			1215
Total Parks Maintenance:			3,462.08	.00			
120615	Random Drug Testing	12/06/2015	81.00	.00			1215
120615	Random drug testing	12/06/2015	60.00	.00			1215
120615	Uniforms - C09, C12	12/06/2015	1,257.75	.00			1215
120615	Uniform allowance - C12	12/06/2015	115.74	.00			1215
120615	Uniforms-C09, C12	12/06/2015	333.94	.00			1215
120615	C04-Uniform allowance	12/06/2015	41.30	.00			1215
120615	Uniform allowance - C16	12/06/2015	62.40	.00			1215
120615	Uniform allowance - C16	12/06/2015	101.92	.00			1215
120615	Fuel-C06, C14 WLEA graduation	12/06/2015	21.32	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	Fuel-C21 WLEA	12/06/2015	24.66	.00			1215
120615	Fuel-C17-Fuel card issues	12/06/2015	31.42	.00			1215
120615	Office/squad room supplies	12/06/2015	244.08	.00			1215
120615	Coffee	12/06/2015	72.00	.00			1215
120615	suspension system-C12	12/06/2015	51.94	.00			1215
120615	Refund for cancelled order-camer	12/06/2015	192.65	.00			1215
120615	Trim C19 vest-Patrol exp	12/06/2015	65.00	.00			1215
120615	SD card for camera for investigati	12/06/2015	9.99	.00			1215
120615	Cable/lock for camera	12/06/2015	22.14	.00			1215
120615	Trail camera for Investigations	12/06/2015	159.99	.00			1215
120615	SD card-patrol supplies	12/06/2015	19.88	.00			1215
120615	Laminating sheets	12/06/2015	25.76	.00			1215
120615	Flash drive - C03	12/06/2015	9.97	.00			1215
120615	WLEA graduation	12/06/2015	87.30	.00			1215
120615	A04 accident repair	12/06/2015	1,421.00	.00			1215
120615	A18 alignment	12/06/2015	65.95	.00			1215
120615	A04 abs module contracted labor	12/06/2015	1,002.91	.00			1215
120615	A04 alignment	12/06/2015	65.95	.00			1215
120615	A02 replace oxygen sensors	12/06/2015	197.66	.00			1215
120615	A 20 windshield chip repair	12/06/2015	47.47	.00			1215
120615	Tow A10/C19 vehicle, Towing cas	12/06/2015	135.00	.00			1215
120615	Car wash - C06	12/06/2015	9.00	.00			1215
120615	Car wash - C23	12/06/2015	9.00	.00			1215
120615	Car wash - C11	12/06/2015	6.14	.00			1215
120615	Car wash - C14	12/06/2015	10.00	.00			1215
120615	Car wash - C07	12/06/2015	9.00	.00			1215
120615	Car wash - C07	12/06/2015	9.00	.00			1215
120615	Evidence shipping Case 15-1453	12/06/2015	8.63	.00			1215
120615	Evidence shipping	12/06/2015	18.30	.00			1215
120615	Evidence shipping	12/06/2015	9.15	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	56.45	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	1,436.00	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	56.45	.00			1215
120615	Pre-empl exams-C09, C12	12/06/2015	199.15	.00			1215
120615	Tow A10/C19 vehicle, Towing cas	12/06/2015	345.00	.00			1215
Total Police:			7,824.06	.00			
120615	hot cocoa mix for Auditorium	12/06/2015	11.69	.00			1215
120615	fittings for cleaning dispensers	12/06/2015	24.95	.00			1215
120615	Rec center service room	12/06/2015	39.46	.00			1215
120615	cleaning supplies	12/06/2015	923.53	.00			1215
120615	gloves for cleaning	12/06/2015	181.80	.00			1215
120615	cleaning supplies for main street b	12/06/2015	29.97	.00			1215
120615	new clock at Auditorium kitchen	12/06/2015	8.99	.00			1215
120615	repair drinking fountain at rec cent	12/06/2015	80.00	.00			1215
120615	repair sign at rec center	12/06/2015	2,581.00	.00			1215
120615	electrical work at rec center	12/06/2015	330.00	.00			1215
120615	repair overhead door at Draw Stre	12/06/2015	113.00	.00			1215
120615	replace ballast in storage room at	12/06/2015	107.86	.00			1215
120615	repair hotsty at rec center	12/06/2015	511.45	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	119.30	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	76.93	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	119.30	.00			1215
120615	rugs at City Hall	12/06/2015	74.48	.00			1215
120615	rugs and towels for rec center	12/06/2015	27.60	.00			1215
120615	rugs at Auditorium	12/06/2015	107.40	.00			1215
120615	alarm monitoring at Rec center an	12/06/2015	208.50	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	sprinkler inspection at Rec Center	12/06/2015	245.00	.00			1215
120615	Draw Street sprinkler inspection	12/06/2015	165.00	.00			1215
120615	pest control at City Hall	12/06/2015	52.50	.00			1215
120615	pest control at Swim pool	12/06/2015	70.00	.00			1215
120615	Auditorium at pest control	12/06/2015	73.50	.00			1215
120615	pest control at rec center	12/06/2015	127.50	.00			1215
Total Public Facilities:			6,410.71	.00			
120615	Random Drug Testing	12/06/2015	4.50	.00			1215
120615	Travel Expense	12/06/2015	32.57	.00			1215
120615	Staff Retreat	12/06/2015	60.00	.00			1215
120615	Office supplies and Program supp	12/06/2015	24.84	.00			1215
120615	Office Supplies	12/06/2015	7.30	.00			1215
120615	Office supplies	12/06/2015	68.72	.00			1215
120615	Office supplies	12/06/2015	170.93	.00			1215
120615	Office Supplies	12/06/2015	480.00	.00			1215
120615	Office supplies	12/06/2015	62.64	.00			1215
120615	office supplies	12/06/2015	258.25	.00			1215
120615	ASAP Snacks	12/06/2015	34.61	.00			1215
120615	ASAP material	12/06/2015	4.94	.00			1215
120615	ASAP	12/06/2015	151.81	.00			1215
120615	asap	12/06/2015	2.49	.00			1215
120615	Office supplies and Program supp	12/06/2015	83.39	.00			1215
120615	ASAP Snacks	12/06/2015	29.14	.00			1215
120615	No school days activities	12/06/2015	120.00	.00			1215
120615	Tiny tot supplies	12/06/2015	142.47	.00			1215
120615	ASAP supplies	12/06/2015	94.95	.00			1215
120615	Equipment repairs	12/06/2015	599.99	.00			1215
120615	Equipment repair	12/06/2015	53.76	.00			1215
120615	Halloween Carnival	12/06/2015	31.06	.00			1215
120615	Senior brunch	12/06/2015	175.54	.00			1215
120615	Senior brunch	12/06/2015	207.61	.00			1215
120615	Senior events	12/06/2015	143.00	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	469.35	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	111.93	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	469.67	.00			1215
120615	Utilities - Charter	12/06/2015	177.81	.00			1215
120615	Utilities - Charter	12/06/2015	147.12	.00			1215
120615	advertising	12/06/2015	408.00	.00			1215
120615	Advertising	12/06/2015	1,050.00	.00			1215
120615	Brochure	12/06/2015	1,645.00	.00			1215
120615	rugs and towels for rec center	12/06/2015	92.50	.00			1215
120615	Band shell renovation	12/06/2015	793.99	.00			1215
Total Recreation:			8,409.88	.00			
120615	Random Drug Testing	12/06/2015	40.50	.00			1215
120615	Random drug testing	12/06/2015	30.00	.00			1215
120615	cold weather gear	12/06/2015	89.99	.00			1215
120615	bottled water	12/06/2015	14.79	.00			1215
120615	propane	12/06/2015	20.85	.00			1215
120615	propane	12/06/2015	25.84	.00			1215
120615	propane	12/06/2015	26.52	.00			1215
120615	propane	12/06/2015	22.36	.00			1215
120615	propane	12/06/2015	25.82	.00			1215
120615	propane	12/06/2015	24.82	.00			1215
120615	nuts and bolts, gloves	12/06/2015	40.98	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	plexiglass	12/06/2015	105.00	.00			1215
120615	recycling decals	12/06/2015	32.57	.00			1215
120615	nuts and bolts	12/06/2015	36.61	.00			1215
120615	pest control, recycling and sanitati	12/06/2015	52.50	.00			1215
120615	pest control, recycling and sanitati	12/06/2015	52.50	.00			1215
120615	pest control, recycling and sanitati	12/06/2015	52.50	.00			1215
120615	DEF fluid	12/06/2015	171.95	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	84.64	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	25.20	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	84.64	.00			1215
Total Solid Waste:			1,060.58	.00			
120615	Random Drug Testing	12/06/2015	40.50	.00			1215
120615	billings trip paper and pick up pick	12/06/2015	27.00	.00			1215
120615	Tool box	12/06/2015	202.49	.00			1215
120615	Rv antifreeze	12/06/2015	3.99	.00			1215
120615	snow blower fitting	12/06/2015	13.63	.00			1215
120615	water truck valve	12/06/2015	165.52	.00			1215
120615	lag bolts	12/06/2015	111.97	.00			1215
120615	repair parts	12/06/2015	17.15	.00			1215
120615	valve return	12/06/2015	88.00	.00			1215
120615	supplies & years of svc	12/06/2015	26.30	.00			1215
120615	Hydrometer's	12/06/2015	57.42	.00			1215
120615	Tarp strap and electrical plug	12/06/2015	12.43	.00			1215
120615	Nuts and bolts Xmas decorations	12/06/2015	24.99	.00			1215
120615	Sheet of OSB for B14	12/06/2015	17.54	.00			1215
120615	nuts and bolts Xmas decorations	12/06/2015	69.26	.00			1215
120615	plastic sheeting	12/06/2015	24.98	.00			1215
120615	safety chains	12/06/2015	95.44	.00			1215
120615	Credit D03 repairs	12/06/2015	36.66	.00			1215
120615	Credit core charges	12/06/2015	1,061.16	.00			1215
120615	Credit core charges	12/06/2015	642.47	.00			1215
120615	snow fence supplies	12/06/2015	25.27	.00			1215
120615	parking block	12/06/2015	80.00	.00			1215
120615	Christmas decoration supplies	12/06/2015	23.98	.00			1215
120615	sign bases	12/06/2015	650.00	.00			1215
120615	sign bases	12/06/2015	166.80	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	199.63	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	100.80	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	199.63	.00			1215
120615	shipping water valve	12/06/2015	11.02	.00			1215
120615	Storm sewer decals	12/06/2015	314.64	.00			1215
Total Street Maintenance:			854.09	.00			
120615	ASE tests Ted	12/06/2015	141.00	.00			1215
120615	Steve ase test	12/06/2015	141.00	.00			1215
120615	Random Drug Testing	12/06/2015	4.50	.00			1215
120615	Random drug testing	12/06/2015	30.00	.00			1215
120615	1/2 oil cooler tool	12/06/2015	29.14	.00			1215
120615	windshield washer nozzles	12/06/2015	5.00	.00			1215
120615	flushing hose	12/06/2015	10.17	.00			1215
120615	repair parts	12/06/2015	182.74	.00			1215
120615	Clean heaters in shop	12/06/2015	377.25	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	51.41	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	51.41	.00			1215
120615	Mechanic's parts	12/06/2015	651.43	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	A09 tires	12/06/2015	660.00	.00			1215
120615	credit	12/06/2015	101.19-	.00			1215
120615	oil inventory	12/06/2015	2,567.61	.00			1215
120615	credit for over charge of tax	12/06/2015	1,043.03-	.00			1215
120615	over charge with tax	12/06/2015	1,043.03	.00			1215
120615	B14 running boards	12/06/2015	175.19	.00			1215
120615	credit on a core charge	12/06/2015	143.75-	.00			1215
120615	Seat pad	12/06/2015	120.80	.00			1215
120615	A18 tires	12/06/2015	268.00	.00			1215
120615	B30 evap valve and hose	12/06/2015	104.90	.00			1215
120615	Led safety lights	12/06/2015	262.47	.00			1215
120615	Neutral safety switch	12/06/2015	80.49	.00			1215
120615	thermostat sc003	12/06/2015	43.47	.00			1215
120615	Gator tires utv	12/06/2015	468.00	.00			1215
120615	I 04 shaft kit	12/06/2015	255.21	.00			1215
120615	G06 hose	12/06/2015	42.96	.00			1215
120615	H06 cylinder bushings	12/06/2015	211.63	.00			1215
120615	C01 radiator hose and clamps	12/06/2015	184.76	.00			1215
120615	B 24 tires	12/06/2015	659.68	.00			1215
120615	metal for upfit	12/06/2015	11.98	.00			1215
120615	repair parts	12/06/2015	233.43	.00			1215
120615	LED lights	12/06/2015	510.40	.00			1215
120615	Turbo Electric truck	12/06/2015	2,353.60	.00			1215
120615	sweeper nozzles	12/06/2015	116.60	.00			1215
Total Vehicle Maintenance:			10,761.29	.00			
120615	Random Drug Testing	12/06/2015	13.50	.00			1215
120615	Random drug testing	12/06/2015	30.00	.00			1215
120615	uniforms	12/06/2015	165.95	.00			1215
120615	caps	12/06/2015	129.00	.00			1215
120615	face shield	12/06/2015	11.76	.00			1215
120615	sewer pipe and fittings	12/06/2015	511.21	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	55.86	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	75.60	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	55.86	.00			1215
Total Wastewater:			1,048.74	.00			
120615	online course training	12/06/2015	65.00	.00			1215
120615	Random Drug Testing	12/06/2015	22.50	.00			1215
120615	Random drug testing	12/06/2015	30.00	.00			1215
120615	work boots	12/06/2015	130.00	.00			1215
120615	caps	12/06/2015	129.00	.00			1215
120615	drill bit	12/06/2015	21.99	.00			1215
120615	rags, batteries, saw blade	12/06/2015	14.99	.00			1215
120615	cable ties, ratchet extension	12/06/2015	8.99	.00			1215
120615	supplies & years of svc	12/06/2015	7.75	.00			1215
120615	rv anti freeze, raw water prv's	12/06/2015	7.98	.00			1215
120615	rags, batteries, saw blade	12/06/2015	11.48	.00			1215
120615	thread cutting oil	12/06/2015	13.49	.00			1215
120615	rv anti freeze, raw water prv's	12/06/2015	47.88	.00			1215
120615	bleach, mop head, pail, gloves	12/06/2015	31.93	.00			1215
120615	toilet parts	12/06/2015	7.49	.00			1215
120615	cable ties, ratchet extension	12/06/2015	23.48	.00			1215
120615	cylinder rental	12/06/2015	22.21	.00			1215
120615	nuts and bolts, gloves	12/06/2015	17.99	.00			1215
120615	bleach, mop head, pail, gloves	12/06/2015	6.99	.00			1215

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
120615	flat repair, backhoe	12/06/2015	20.00	.00			1215
120615	sprinkler repairs	12/06/2015	40.92	.00			1215
120615	2" & 1 1/2" galvanized pipe	12/06/2015	248.85	.00			1215
120615	plug valve and actuator	12/06/2015	9,231.68	.00			1215
120615	water sample shipping	12/06/2015	42.73	.00			1215
120615	water sample shipping	12/06/2015	52.29	.00			1215
120615	Utilities - Phone - TCT	12/06/2015	30.25	.00			1215
120615	Utilities - Cell Phones - Verizon	12/06/2015	127.03	.00			1215
120615	TCT Phone and parking lot securit	12/06/2015	30.25	.00			1215
120615	membership, Wyoming Associatio	12/06/2015	425.00	.00			1215
120615	connectors, cable ties, splicing ma	12/06/2015	55.19	.00			1215
120615	IPERL water meters	12/06/2015	2,682.96	.00			1215
120615	pipe and fittings	12/06/2015	2,376.79	.00			1215
Total Water:			15,985.08	.00			
Total 129981:			84,596.31	.00			
<b>U S POST OFFICE</b>							
<b>10050</b>							
113015	FIRST CLASS PRESORT PERMI	11/30/2015	225.00	.00			1215
Total :			225.00	.00			
Total 10050:			225.00	.00			
<b>VAN DUSEN, LISA</b>							
<b>130637</b>							
113015	REIMBURSE FOR MILEAGE	11/30/2015	45.66	.00			1215
Total :			45.66	.00			
Total 130637:			45.66	.00			
<b>VAUGHN, SHERI</b>							
<b>129873</b>							
103015	INSTANT EXPRESSIONS PHOT	10/30/2015	250.00	.00			1215
Total :			250.00	.00			
Total 129873:			250.00	.00			
<b>WATCO POOLS</b>							
<b>10370</b>							
20040	CHEMICALS	11/17/2015	1,310.91	.00			1215
Total :			1,310.91	.00			
Total 10370:			1,310.91	.00			
<b>WESTERN UNITED ELECTRIC SUPPLY</b>							
<b>10605</b>							
4074055	TOOLS	12/03/2015	997.43	.00			1215
Total :			997.43	.00			
Total 10605:			997.43	.00			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
<b>WILLIFORD, CHRIS</b>							
<b>130668</b>							
6185032	REUND UTILITY DEPOSIT	12/04/2015	110.40	.00			1215
Total :			110.40	.00			
Total 130668:			110.40	.00			
<b>WOODWARD TRACTOR CO</b>							
<b>10660</b>							
102588	EQUIPMENT RENTAL	11/30/2015	2,211.00	.00			1215
Total :			2,211.00	.00			
Total 10660:			2,211.00	.00			
<b>WYOMING DEPT OF TRANSPORTATION</b>							
<b>10805</b>							
0000078565	BEET JUICE	10/23/2015	1,019.66	.00			1215
Total :			1,019.66	.00			
Total 10805:			1,019.66	.00			
<b>WYOMING MUNICIPAL POWER AGENCY</b>							
<b>10920</b>							
113015	POWER PURCHASE - NOV 2015	11/30/2015	712,063.58	.00			1215
Total :			712,063.58	.00			
Total 10920:			712,063.58	.00			
<b>YELLOWSTONE REGIONAL AIRPORT</b>							
<b>11150</b>							
120115	DECEMBER FUNDING	12/01/2015	16,465.75	.00			1215
Total :			16,465.75	.00			
Total 11150:			16,465.75	.00			
Grand Totals:			1,002,768.80	.00			

Shoshone Municipal Pipeline      Water Purchases      \$102,477.34

Payroll Total \$240,139.42      TOTAL \$ 1,345,385.56

Report Criteria:  
 Detail report.  
 Invoices with totals above \$0 included.  
 Paid and unpaid invoices included.

MEETING DATE: JANUARY 5, 2016  
DEPARTMENT: PUBLIC WORKS  
PREPARED BY: BERT POND  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: STEVE PAYNE

## **AGENDA ITEM SUMMARY REPORT**

### **Declaration of Used Transformers as Surplus**

#### **BACKGROUND**

The City of Cody Electric Division has **65** used distribution transformers that are no longer needed by the City of Cody. This agenda item requests that this equipment be declared surplus to be sold under Bid 2015-22 Surplus Transformers.

#### **SUMMARY**

#### **FISCAL IMPACT**

There is no fiscal impact for the declaration of this equipment as surplus. By selling these units to a transformer rebuilder or salvage operation, the City will receive compensation for the old transformers.

#### **ALTERNATIVES**

The alternative to declaring these units surplus for sale is to keep them in stock as they cannot be disposed of in the landfill. All units are fully functional and can be reused on other systems. We no longer use the distribution voltage required by these units.

#### **RECOMMENDATION**

#### **ATTACHMENTS**

Transformer List

**AGENDA ITEM NO.**

SER_NO	Description	Make	KVA	Primary	Secondary	Address	PCB Test #	PPM	% Z	Pnl (watts)	Pfl (watts)	In Service	Retired
02J695267	Padmount 1 Ph	ABB		50 12470Y/7200x4160Y/2400	240/120	Stock-damaged	nameplate	0	1.46	121.9	483.2	12/18/02	11/20/15
051865	Padmount 1 Ph	T&R		25 4160Y/2400	240/120	Stock	2458P	1	1.7				8/27/15
112603-3	Padmount 3 Ph	Jerry's		2000 12470Y/7200	24.9/14.4K	Stock-bad	nameplate	1	4.29	3700	12034	12/02/03	5/25/15
112JU9148	Padmount 3 Ph	B&B		112.5 12470Y/7200	208Y/120	Stock-leaks	nameplate	1	2.2				
11510027711	Padmount 1 Ph	Ermoa		25 12470Y/7200	240/120	Stock	nameplate	1	1.4			1/22/15	
11696-7	Overhead 1 Ph	Jerry's		10 12470Y/7200x4160Y/2400	240/120	Stock	76049	1	2.2			1/22/96	11/24/15
2362159	Overhead 1 Ph	T&R		10 4160Y/2400	240/120	Stock	3916ii	2	2.4				3/25/19
52489-3183	Overhead 1 Ph	Howard		25 4160Y/2400	240/120	Stock	3917ii	2	2				9/29/14
6356-0580	Overhead 1 Ph	Howard		37.5 24900Y/14400	240/120	Stock			2.9				6/19/15
6361-0580	Overhead 1 Ph	Howard		37.5 24900Y/14400	240/120	Stock	nameplate	0	2.9				
63AJ3645	Overhead 1 Ph	West.		25 4160Y/2400	240/120	Stock	3924ii	2	1.9				2/10/15
6556654	Overhead 1 Ph	T&R		15 4160Y/2400	240/120	Stock	3925ii	41	2.8				2/10/15
702006696	Overhead 1 Ph	RTE		10 4160Y/2400	240/120	Stock	3914ii	2	1.9				
722007761	Overhead 1 Ph	RTE		10 4160Y/2400	240/120	Stock	3871ii	2	2.2				9/29/14
742016157	Overhead 1 Ph	RTE		25 24900Y/14400	240/120	Stock	nameplate	2	2.1				7/7/15
742017635	Overhead 1 Ph	RTE		10 24900Y/14400	240/120	Stock	nameplate	0	2.7				6/24/15
74AK17554	Overhead 1 Ph	McGraw-Ed		37.5 24900Y/14400	240/120	Stock	nameplate	0	1.9				6/18/15
74AK17564	Overhead 1 Ph	McGraw-Ed		37.5 24900Y/14400	240/120	Stock	nameplate	0	1.9				6/16/15
74VA438002	Overhead 1 Ph	McGraw-Ed		50 24900Y/14400	240/120	Stock	nameplate	0	1.8				6/15/15
752007721	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	2	2				6/19/15
762005631	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	2	2				6/19/15
762011338	Overhead 1 Ph	RTE		25 24900Y/14400	240/120	Stock	nameplate	2	2.1				6/11/15
762032546	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	2	2.1				6/11/15
762033381	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	0	2.1				6/16/15
772002471	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	2	2.1				6/18/15
772020262	Overhead 1 Ph	RTE		50 24900Y/14400	240/120	Stock	nameplate	2	1.9				6/16/15
772023419	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	0	2.1				6/16/15
782030316	Overhead 1 Ph	RTE		25 4160Y/2400	240/120	Stock	3913ii	2	1.9				9/29/14
782038145	Overhead 1 Ph	RTE		50 24900Y/14400	240/120	Stock	nameplate	2	1.9				6/22/15
791061868	Overhead 1 Ph	RTE		25 24900Y/14400	240/120	Stock	nameplate	0	2.1				6/10/15
791078169	Overhead 1 Ph	RTE		15 24900Y/14400	240/120	Stock	nameplate	0	1.9				6/10/15
792011002	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	1	2.1				6/24/15
811038336	Overhead 1 Ph	RTE		37.5 24900Y/14400	240/120	Stock	nameplate	0	2.1				6/16/15
811038368	Padmount 1 Ph	RTE		37.5 4160Y/2400	240/120	Stock	9600xx	2	3				5/15/15
81A173555	Overhead 1 Ph	West		50 24900Y/14400	240/120	Stock	nameplate	2	2.7				6/19/15
82A500831	Overhead 1 Ph	West		25 24900Y/14400	240/120	Stock			3				6/18/15
831129758	Overhead 1 Ph	RTE		25 24900Y/14400	240/120	Stock	nameplate	2	3.3				7/7/15
831129760	Overhead 1 Ph	RTE		25 24900Y/14400	240/120	Stock	nameplate	2	3.3				7/7/15
83NL113-029	Overhead 1 Ph	McGraw-Ed		15 24900Y/14400	240/120	Stock	nameplate	0	3				7/7/15
85JL548044	Padmount 1 Ph	West.		37.5 4160Y/2400	240/120	Stock	nameplate	1	1.51				2/10/15
85JL550021	Padmount 1 Ph	West.		37.5 4160Y/2400	240/120	Stock	nameplate	1	1.51				8/24/15
87A481821	Overhead 1 Ph	West		37.5 24900Y/14400	240/120	Stock			1.8				6/11/15
911117507	Overhead 1 Ph	Cooper		15 24900Y/14400	240/120	Stock	nameplate	0	2.2				6/24/15
921021905	Overhead 1 Ph	Cooper		25 24900Y/14400	240/120	Stock	nameplate	0	2.1				6/24/15
921042325	Overhead 1 Ph	Cooper		15 24900Y/14400	240/120	Stock	nameplate	0	2.2				6/24/15
931069570	Overhead 1 Ph	Cooper		50 12470Y/7200x4160Y/2400	240/120	Stock-leaks	nameplate	2	2.5			6/93N	2/11/15
94NA144001	Overhead 1 Ph	Cooper		10 24900Y/14400	240/120	Stock	nameplate	0	2.25				7/7/15

SER_NO	Description	Make	KVA	Primary	Secondary	Address	PCB Test #	PPM	% Z	Pnl (watts)	Pfl (watts)	In Service	Retired
94NC688001	Overhead 1 Ph	Cooper		50 24900Y/14400	240/120	Stock	nameplate	0	2				6/19/15
96NB471011	Overhead 1 Ph	Cooper		25 24900Y/14400	240/120	Stock	nameplate	0	2.45				6/18/15
97ND872005	Overhead 1 Ph	Cooper		10 24900Y/14400	240/120	Stock	nameplate	0	2.31				6/18/15
CP0955158583	Overhead 1 Ph	Cooper		15 12470Y/7200x4160Y/2400	240/120	Stock-damaged	nameplate	1	1.8			1/19/09	
M4N133	Overhead 1 Ph	Southwest		100 34500Y/19920	12470/7200	Stock	nameplate	2	2.7				
M558851-YGPA	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.58				6/11/15
M594198TBRA	Padmount 3 Ph	GE		500 4160Y/2400	480Y/277	Stock	CC957	1	2.01				12/29/14
P570498-YND	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.22				6/10/15
P872131-YZE	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.27				6/10/15
P872134-YZE	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.27				6/11/15
P873243-YZE	Overhead 1 Ph	GE		50 24900Y/14400	240/120	Stock	nameplate	0	2.51				6/18/15
P9229	Overhead 1 Ph	Solomon		50 24940Y/14400	240/120	Stock	nameplate	0	2.22			9/4/02	6/22/15
P997088-YYF	Overhead 1 Ph	GE		50 24900Y/14400	240/120	Stock	nameplate	0	2.51				6/10/15
Q175617-YYG	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.46				6/16/15
Q291395-YWH	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.46				6/11/15
Q428856-YYJ	Overhead 1 Ph	GE		50 24900Y/14400	240/120	Stock	nameplate	0	2.79				6/24/15
Q430406-YYJ	Overhead 1 Ph	GE		25 24900Y/14400	240/120	Stock	nameplate	0	2.46				7/7/15
Q434169-YYJ	Overhead 1 Ph	GE		50 24900Y/14400	240/120	Stock	nameplate	0	2.79				6/18/15

MEETING DATE: DECEMBER 15, 2015  
DEPARTMENT: ADMINISTRATIVE SERVICES  
PREPARED BY: LESLIE BRUMAGE, FINANCE  
OFFICER  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_

## **AGENDA ITEM SUMMARY REPORT**

### **Official Bank Depository Applications**

#### **ACTION TO BE TAKEN:**

Approve the depository applications and designate the official depositories for the City of Cody for the calendar year 2016.

#### **SUMMARY OF INFORMATION:**

Per Wyoming State Statute 9-4-806, every bank designated as a depository for funds of the state of Wyoming or any political subdivision thereof, within thirty (30) days following the designation by the state board of deposits or proper governing board, shall furnish to the treasurer of the state of Wyoming or treasurer of the appropriate political subdivision, a certified copy of the resolution adopted by its board of directors.

The City of Cody has received depository applications from the following banks for the 2016 calendar year: Bank of the West, Big Horn Federal Bank, First Bank of Wyoming, Pinnacle Bank, US Bank, and Wells Fargo Bank. The City may only deposit funds into banks that have been approved as depositories by the City Council. This requirement does not apply to investments. By being declared an official depository, banks have the opportunity to bid on any banking services and products the City may propose during the year.

#### **FISCAL IMPACT**

None

#### **ALTERNATIVES**

At its discretion the City Council may approve or deny any or all of the depository applications.

#### **ATTACHMENTS**

1. Depository Applications

#### **AGENDA & SUMMARY REPORT TO:**

1. None

**AGENDA ITEM NO. \_\_\_\_\_**

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS  
FOR THE YEAR 2016

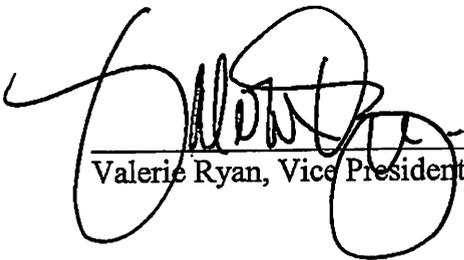
San Francisco, CA  
October 29, 2015

Sirs:

Pursuant to the requirements of W.S. 9-4-818, formal application is made by Bank of the West, a corporation organized and existing under the laws of the United States and having its office and principal place of business in the City of San Francisco, CA in the County of San Francisco with a Branch Office in the City of Cody in the County of Park in the State of Wyoming, to be designated a Public Depository.

The Bank will offer securities up to an unlimited amount to be assigned to and deposited with the City of Cody as security for the safekeeping and prompt payment of all public moneys that may be deposited with it by said Treasurer, and for the faithful performance of its duties under the law as such depository.

By order of the Board of Directors



Valerie Ryan, Vice President – Regional Customer Service Manager

## SECRETARY'S CERTIFICATE

I hereby certify that I am the Assistant Secretary of Bank of the West, a California State Banking Corporation, located in San Francisco, California, and that I have been duly appointed and am presently serving in that capacity in accordance with the by-laws of Bank of the West.

I further certify that at a meeting of the Board of Directors duly called and convened on January 18, 2006 at which a quorum was present and acting throughout, the following resolutions were duly adopted and, as of the date of this certificate, have not been rescinded, superceded or amended:

WHEREAS, Bank of the West (the "Bank") has branches in the following states: Arizona, California, Colorado, Idaho, Iowa, Kansas, Minnesota, Missouri, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin and Wyoming;

WHEREAS, the Bank proposes to authorize certain of its officers to accept public funds placed on deposit by any of the above listed States and their counties, municipalities and other political subdivisions ("Public Depositors") and to authorize such officers to give security for the safekeeping and prompt payment of such public deposits;

NOW, THEREFORE, it is hereby

RESOLVED, that the Bank agrees to accept public deposits from the above identified Public Depositors and to give security for the safekeeping and prompt payment of such public deposits, all in accordance with such State laws and regulations as govern the making of such public deposits and giving security for such public deposits; and be it further

RESOLVED, any two of the officers of the Bank listed below under the designation Group I are authorized to make, execute, deliver, certify, amend and terminate, in the name and on behalf of the Bank any and all contracts, instruments, documents, agreements and other writings, including security agreements concerning the pledging of collateral securities for public deposits, and to perform any and all acts in the name and on behalf of the Bank as are deemed by the officers to be appropriate in connection with the establishment and maintenance of public deposits at the Bank by Public Depositors, upon such terms and conditions as such officers deem appropriate; and be it further

RESOLVED; any one of the officers of the Bank listed below under the designation Group I are authorized to execute orders of withdrawal or substitution of and to make additions to securities held by any Agent of Depository or other depository or

collateral agent of the Bank in connection with security agreements concerning pledging of collateral securities for public deposits; and be it further

RESOLVED, as used herein the officer designation Group I consists of the officers listed below:

Chairman of the Board  
President  
Vice Chairman  
Chief Executive Officer  
Chief Financial Officer  
Chief Operating Officer  
Senior Executive Vice President  
Executive Vice President  
Senior Vice President  
Vice President  
Secretary  
Treasurer;

and be it further

RESOLVED, that the proper officers of the Bank, and each of them, shall be and they hereby are authorized and directed to prepare and file any and all required applications for regulatory approvals or notifications with respect to the acceptance of public deposits from the above identified Public Depositors and the giving of security for such public deposits, without limitation, any applications or notifications required to be filed with the California Department of Financial Institutions or other regulatory agencies having jurisdiction with respect to the transactions contemplated hereby; and be it further

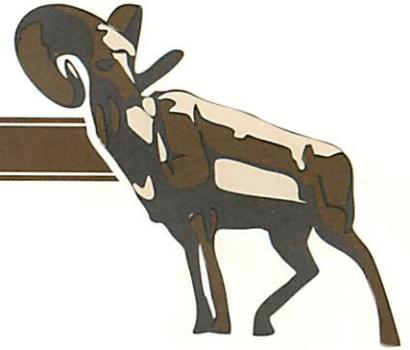
RESOLVED, the foregoing resolutions add the states of Kansas, Missouri and Oklahoma to the list of states in which the Bank has branches and supersede the prior resolutions regarding public deposits adopted by the Board of Directors on January 19, 2005.

In witness whereof, I have hereupon set the seal of Bank of the West this 1<sup>st</sup> day of October 2015.

  
Elisabeth de Sausage  
Assistant Secretary



# Big Horn Federal



November 20, 2015

Leslie Brumage, Finance Officer  
City of Cody  
PO Box 2200  
Cody, WY 82414

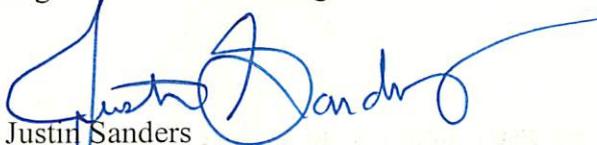
Dear Ms Brumage:

Big Horn Federal would like to provide our services to you as a public funds depositor. We offer a variety of checking account products, savings account products as well as term deposits accounts for those public funds depositors that take advantage of the bidding process.

We can provide safekeeping receipts of government guaranteed securities for the uninsured amount of monies that you bid or otherwise have on deposit. These receipts come directly to you on a timely basis from a third party escrow agent or from the Federal Home Loan Bank of Seattle. Big Horn Federal would act jointly with the depositor any time a change is made to the collateral position. This insures the safety of the depositor and secures the collateral pledge.

Please let this letter serve as our formal request to be designated as a depository for the 2016 fiscal year. A resolution will follow in a few weeks. I look forward to the opportunity to bid your funds and be of service to you!

Sincerely,  
Big Horn Federal Savings Bank



Justin Sanders  
Vice President



Greybull Branch  
P.O. Box 471 • 33 North 6th  
Greybull, WY 82426  
ph: 307.765.4412

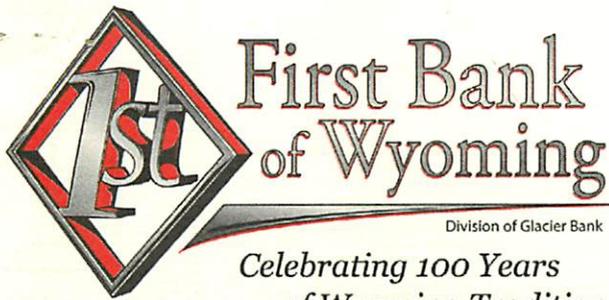
Powell Branch  
151 E. First Street  
Powell, WY 82435  
ph: 307.754.9501

Thermopolis Branch  
643 Broadway  
Thermopolis, WY 82443  
ph: 307.864.2156

Cody Branch  
1701 Stampede Ave.  
Cody, WY 82414  
ph: 307.587.5521

Worland Branch  
1006 Big Horn Ave.  
Worland, WY 82401  
ph: 307.347.6196

Lovell Branch  
8 East Main  
Lovell, WY 82431  
ph: 307.548.2703



Division of Glacier Bank

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

November 25, 2015

CITY OF CODY  
ATTN: PUBLIC FUNDS ADMINISTRATOR  
PO BOX 2200  
CODY, WY 82414

Pursuant to the requirements of W.S. 9-4-806, formal application is made by First Bank of Wyoming, Division of Glacier Bank, a corporation organized and existing under the laws of the State of Montana, and having its office and principal place of business in the City of Powell, in the County of Park, in the State of Wyoming, to be designated as Depository. (Indicated amount of deposit desired unlimited.)

The bank offers the following described securities:

U.S. Treasury Securities  
U.S. Agency Securities  
U.S. Agency Pass thru Mortgages  
U.S. Agency Collateralized Mortgages Obligations (CMOs)  
Wyoming Municipal Securities  
FHLB Letters of Credit  
CDARS/ICS

to be assigned to and deposited with, as security for the safekeeping and prompt payment of all public moneys that may be deposited with it by the, and for the faithful performance of its duties under the law as such depository.

By Order of the Board of Directors

 \_\_\_\_\_ President  
 \_\_\_\_\_ Cashier

BANK DIRECTORS

R.S. Nelson  
Ty Nelson  
Gary Mills  
Barry Johnston  
Brad Bonner  
Jim Linton  
Colin Simpson  
Jack Turnell

**FIRST BANK OF WYOMING, DIVISION OF GLACIER BANK**  
**CERTIFIED COPY OF CORPORATE RESOLUTIONS**

NOVEMBER 17, 2015

**PLEDGING OF COLLATERAL SECURITY FOR DEPOSIT OF PUBLIC FUNDS**

WHEREAS, it is necessary for First Bank of Wyoming, Division of Glacier Bank to properly secure for all monies deposited in the bank by the Treasurer of State of Wyoming or Treasurer of any public subdivision, hereinafter called the Treasurer; and

WHEREAS, no deposit will be made in the bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposits; and

WHEREAS, the Treasurer is willing to receive securities designated by the laws of Wyoming as legal collateral security, as security for the deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of First Bank of Wyoming, Division of Glacier Bank that any two of the following named persons, officers of the bank, are authorized and empowered to pledge to the Treasurer of the state or political subdivision securities of this bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon:

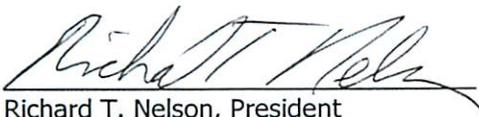
Richard S. Nelson, Board Chairman  
Richard T. Nelson, President  
Gary Mills, Senior Vice President  
Troy Brown, Cashier

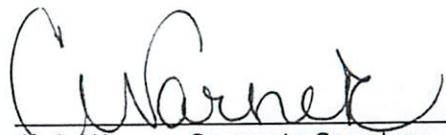
BE IT FURTHER RESOLVED that this authority given to the officers of the bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the bank to the Treasurer or mailed to the Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of the bank such collateral pledge agreement in favor of the Treasurer as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of the bank. (Laws 1953, ch. 68.S. 1957, 9-592, W.S. 1977, 9-7-1107; Laws 1982, ch. 62,3.)

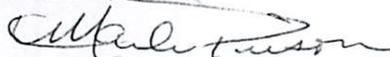
This Resolution is effective November 17, 2015.

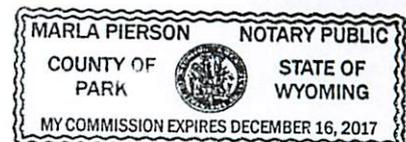
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of First Bank of Wyoming, Division of Glacier Bank this 17<sup>th</sup> day of November, 2015.

BY:   
Richard T. Nelson, President

BY:   
Chris Warner, Corporate Secretary

Sworn and subscribed to before me, a Notary Public, in and for Park County, State of Wyoming this 17<sup>th</sup> day of November, 2015.

  
\_\_\_\_\_  
Notary Public  
My commission expires:





# Pinnacle Bank

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## APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

Pinnacle Bank- Wyoming  
For Calendar Year 2016

October 16, 2015

**City of Cody**

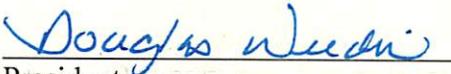
**Attn: Finance Analyst  
PO Box 2200  
Cody, Wyoming 82414**

To Whom It May Concern:

Pursuant to the requirement of W.S. 9-4-818, formal application is made by Pinnacle Bank- Wyoming, a corporation organized and existing under the laws of Wyoming and having its office and principal place of business in the **City of Cody**, in the **County of Park** in the State of Wyoming, to be designated a depository for public funds. Pinnacle Bank- Wyoming agrees to furnish the securities as provided for in Section 9-4-821 to cover public funds as may be deposited by **City of Cody, Cody, Wyoming.**

Furthermore Pinnacle Bank-Wyoming agrees to comply with W.S. 9-4-806.

By order of the Board of Directors  
Pinnacle Bank- Wyoming

  
President



MEMBER FDIC



CERTIFIED COPY OF RESOLUTION OF Pinnacle Bank- Wyoming concerning the pledging of collateral security for deposit of public funds.

WHEREAS, it is necessary for Pinnacle Bank – Wyoming, to properly secure City of Cody, Cody, Wyoming and all public entities within the State, including, but not limited to, those listed in the attached Exhibit "A", for all monies deposited in said bank by the Treasurer of Park County, Cody, Wyoming and other public entities hereinafter called the Treasurer.

WHEREAS, no deposit will be made in said bank by said Treasurer unless said deposit is properly secured, and the giving of proper security is one of the considerations for receiving said deposits; and

WHEREAS, the Treasurer may, when furnished proper security, carry a maximum credit balance with the bank of Unlimited Dollars; and

WHEREAS, the said Treasurer is willing to receive securities designated by laws of Wyoming as legal collateral security as security for such deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Pinnacle Bank- Wyoming that any two of the following named persons, officers of said bank, are hereby authorized and empowered to pledge to the Treasurer of the State or political subdivision, such securities of this bank as may be legal for collateral security for deposit of public funds, and which said Treasurer is willing to accept as collateral security, and in such amounts and at such time as the said Treasurer and bank officers may agree upon:

*Douglas H. Weedin, President/CEO*  
*Carmen Duncan, V.P. Cashier, PBW*  
*Sheri Schutzman, Operations Officer, Cody, WY*  
*Tammy Torczon, V.P. Risk Management, PBW*

*John Thomas, Sr. V.P. Chief Investment Officer*  
*Stacy King, Admin. Assistant & Secretary, PBW*  
*Kim Wright, Operations Assistant, Mitchell, NE*

BE IT FURTHER RESOLVED that this authority given to said officers of Pinnacle Bank- Wyoming named herein to furnish collateral security to said Treasurer shall be continuing and shall be binding upon said bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, a verified copy of which shall be delivered by a representative of Pinnacle Bank- Wyoming to said Treasurer or mailed to said Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the said Treasurer is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the said Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of said bank such collateral pledge agreement in favor of the said Treasurer as the said Treasurer may require, and any collateral pledge agreement so executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of this Bank.

.....

Certificate

I, Douglas H. Weedin, President/CEO of Pinnacle Bank - Wyoming, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of said Bank at a valid meeting thereof, held in its conference room in the City of Cody this 16<sup>th</sup> day of October A.D., 2015; that said resolution has been spread upon the minutes of said meeting in the minutes book which constitutes a part of said Bank's permanent records, and that seal affixed thereto is the official corporate seal of said Bank.

Dated at Cody, Wyoming this 16th day of October A.D. 2015

*Douglas H. Weedin*

Douglas H. Weedin, President/CEO

PINNACLE BANK - WYOMING  
PUBLIC FUNDS DEPOSITORS  
EXHIBIT "A"

2015-2016

ANGEL DRAW DRAINAGE DISTRICT  
ARNOLD DRAINAGE DISTRICT  
BIG HORN REGIONAL JOINT POWERS BOARD  
BLUFF IRRIGATION DISTRICT  
BOARD OF PUBLIC UTILITIES  
BUFFALO BILL DAM AND VISITORS CENTER  
CANYON IMPROVEMENT DISTRICT  
CHEYENNE FRONTIER DAYS INC.  
CIRCUIT COURT OF GOSHEN COUNTY  
CITY OF CHEYENNE  
CITY OF CODY  
CITY OF MITCHELL  
CITY OF NEWCASTLE  
CITY OF WORLAND  
CLARK FIRE DISTRICT  
CLERK OF DISTRICT COURT - WORLAND  
CLERK OF DISTRICT COURT - IMPRESSED JURY FUND  
CLERK OF DISTRICT COURT - THERMOPOLIS  
CLOUD PEAK COUNSELING CENTER  
CODY CANAL IRRIGATION DISTRICT  
CODY STAMPEDE  
COMPREHENSIVE COMMUNITY COLATION  
COMMUNITY JOINT CENTER POWER BOARD  
COTTONWOOD GRASS CREEK WATERSHED IMPROVEMENT DIST.  
CROOK COUNTY MEDICAL SERVICES DISTRICT  
CROOK COUNTY SCHOOL DISTRICT #1  
CROOK COUNTY SENIOR SERVICE  
CROOK COUNTY SEARCH & RESCUE  
CROOK COUNTY TREASURER  
EASTERN WYOMING COLLEGE  
FERRIS IRRIGATION DISTRICT  
FIRE PROTECTION DISTRICT #2  
GOSHEN COUNTY FAIR ASSOCIATION  
GOSHEN COUNTY FIRE SERVICE  
GOSHEN COUNTY LIBRARY  
GOSHEN COUNTY SENIOR FRIENDSHIP CENTER  
GOSHEN COUNTY SHERIFFS DEPARTMENT  
GOSHEN COUNTY TOURISM  
GOSHEN COUNTY TREASURER  
GOSHEN IRRIGATION DISTRICT  
GOTTSCHKE REHABILITATION CENTER  
HAWK SPRINGS FIRE DEPARTMENT  
HAWK SPRINGS RESCUE UNIT  
HAWK SPRINGS WATER & SEWER  
H S CO. LODGING TAX BOARD  
HIGHLAND HANOVER IRRIGATION  
HORSE CREEK CONSERVATION DIST  
HOT SPRINGS CONSERVATION DISTRICT  
HOT SPRING COUNTY FAIR BOARD  
HOT SPRINGS COUNTY FIRE DISTRICT  
HOT SPRING COUNTY LIBRARY  
HOT SPRINGS LIBRARY FOUNDATION  
HOT SPRINGS COUNTY MEMORIAL HOSPITAL  
HOT SPRINGS COUNTY RECREATION DISTRICT  
HOT SPRINGS COUNTY SCHOOL  
HOT SPRING COUNTY TREASURER  
HOT SPRINGS COUNTY WEED & PEST  
HSC CEMETERY DIST  
HSC CIRCUIT COURT  
HSC PREDATOR MANAGEMENT DISTRICT  
HUMANE SOCIETY OF PARK COUNTY  
HUNTLY FIRE PROTECTION  
OWL CREEK IRRIGATION DIST  
JAY EM FIRE PROTECTION DISTRICT  
LAGRANGE FIRE PROTECTION DISTRICT  
LAGRANGE VOLUNTEER FIRE DEPARTMENT  
LARAMIE COUNTY COMMUNITY COLLEGE  
LARAMIE COUNTY FAIR BOARD  
LARAMIE COUNTY FIRE DISTRICT #1 & 10  
LARAMIE COUNTY SCHOOL DISTRICT #1  
LARAMIE COUNTY SEARCH & RESCUE, INC.  
LUCERNE PUMPING PLANT CANAL CO.  
MALLO CAMP, NEWCASTLE  
MEETEETSE CONSERVATION DISTRICT  
MEETEETSE COMMUNITY FACILITIES  
MEETEETSE FIRE DISTRICT #3  
MEMORIAL HOSPITAL D/B/A UNITED MEDICAL CENTER OF CHEYENNE  
MITCHELL DRAINAGE DISTRICT  
MITCHELL SCHOOL DISTRICT #31

Branches - Cody, Powell, Worland, Thermopolis, Torrington,  
Mitchell, Newcastle, Moorcroft, Gillette, Cheyenne

MITCHELL IRRIGATION DISTRICT  
MITCHELL RURAL FIRE DEPARTMENT  
NOWCAP MIGRANT HEALTH - WORLAND  
NORTH PLATTE VALLEY CONSERVATION DISTRICT  
NORTHWEST COLLEGE  
NORTHWEST RURAL WATER DISTRICT  
NORTHWEST WYOMING BOARD OF COOPERATIVE SERVICES  
PARK COUNTY LIBRARY FOUNDATION  
PARK COUNTY SCHOOL DISTRICT #6  
PARK COUNTY SCHOOL DISTRICT #16  
PARK COUNTY SHERIFF'S DEPT.  
PARK COUNTY SEARCH AND RESCUE  
PARK COUNTY TRAVEL COUNCIL  
PARK COUNTY TREASURER  
PARK COUNTY WEED & PEST  
PATHFINDER IRRIGATION DISTRICT  
RIVERSIDE CEMETERY DISTRICT  
ROOSEVELT PUBLIC POWER DISTRICT  
SCOTTS BLUFF COUNTY AGRICULTURE SOCIETY  
SHOSHONE MUNICIPAL WATER BOARD  
SHOSHONE RECREATION DISTRICT  
SOUTH CHEYENNE WATER & SEWER  
SOUTH GOSHEN CONSERVATION DISTRICT  
SOUTH THERMOPOLIS WATER DISTRICT  
STATE OF WYOMING  
SUNSET RANCH WATER DISTRICT  
TEN SLEEP SOLID WASTE DISTRICT  
THERMOPOLIS HSC ECONOMIC DEVELOPMENT CO.  
TORRINGTON FIRE PROTECTION DISTRICT  
TORRINGTON IRRIGATION DISTRICT  
TORRINGTON MUNICIPAL COURT  
TOWN OF EAST THERMOPOLIS  
TOWN OF FORT LARAMIE  
TOWN OF KIRBY  
TOWN OF MOORCROFT  
TOWN OF PINE HAVEN  
TOWN OF THERMOPOLIS  
TOWN OF TORRINGTON  
TOWN OF YODER  
UPPER BLUFF IRRIGATION DISTRICT  
VETERAN FIRE PROTECTION  
WASHAKIE COUNTY FARM BUREAU  
WASHAKIE COUNTY LIBRARY  
WASHAKIE COUNTY TREASURER  
WASHAKIE COUNTY WEED & PEST CONTROL DISTRICT  
WASHAKIE MUSEUM  
WASHAKIE RURAL IMPROVEMENT  
WASHAKIE SCHOOL DISTRICT #1  
WASHAKIE SCHOOL DISTRICT #2  
WEST HIGHWAY WATER & SEWER DISTRICT  
WEST PARK HOSPITAL DISTRICT  
WESTON COUNTY FIRE PROTECTION DISTRICT  
WESTON COUNTY HEALTH SERVICES FOUNDATION  
WESTON COUNTY SCHOOL DISTRICT #1  
WESTON COUNTY SHERIFF  
WESTON COUNTY TREASURER  
WESTON COUNTY WEED & PEST  
WESTON COUNTY WEED & PEST  
WESTERN COMM COLLEGE AREA  
WYOMING STATE TREASURER  
WORLAND POLICE DEPARTMENT  
WORLAND BENCH DRAINAGE  
WYOMING PIONEER HOME  
YELLOWSTONE BEHAVIORAL HEALTH CENTER  
YELLOWSTONE REGIONAL AIRPORT

Powell Valley Community Education  
Board of Cooperative Education Services  
Board of Directors



US Bancorp Center BC-MN-H18U  
800 Nicollet Mall  
Minneapolis, MN 55402-7020

October 23, 2015

## APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

In conformity with Wyoming Statutes (9-4-818, 9-4-802, 9-4-806) formal application is hereby made by U.S. Bank National Association, operating in the state of Wyoming to be designated at a depository. The minutes of the October 20, 2015 Board of Directors meeting are certified in the attached resolution.

U.S. Bank National Association will offer the following assets to be collateralized the deposits for **City of Cody** under all terms and conditions for future collateral agreement to be determined.

- 1 FHLB of Cincinnati Letter of Credit.
2. Federal National Mortgage Association – Mortgage Backed Securities.
3. Federal home Loan Mortgage Corporation – Mortgage Backed Securities.

A handwritten signature in black ink, appearing to read "Julie Niederer". The signature is written in a cursive, flowing style.

Julie Niederer  
Treasury Officer



CERTIFIED RESOLUTIONS

I, Linda E. Bidon, Assistant Secretary of U.S. Bank National Association, Cincinnati, Ohio, a national banking association (the "Bank"), do certify that the following resolutions were adopted by the Board of Directors of U.S. Bank National Association on October 20, 2015 and that the same are in effect as of the date hereof and have not been modified, amended or revoked.

WHEREAS, state law requires governmental units to designate a federally insured national or state bank or thrift institution as a depository of funds;

WHEREAS, the City of Cody has designated the Bank, an FDIC insured depository institution, as depository of its public funds; and

WHEREAS, under state law, governmental units must require that their deposits in excess of the maximum amount of FDIC insurance on the deposit be secured by the pledge of eligible collateral ("Eligible Collateral"); and

WHEREAS, under state law, the total amount of the collateral computed at its market value shall be at least 100% deposit plus accrued interest at the close of the business day.

NOW, THEREFORE, it is hereby:

RESOLVED, that the Board of Directors hereby approves a pledge from the Bank's available collateral to secure the deposits in excess of the maximum amount of FDIC insurance on the deposits of the City of Cody, such Eligible Collateral being more particularly described in a Pledge Agreement and attached Written Assignment executed by the Bank in favor of the City of Cody.

RESOLVED FURTHER, that authority be given to the following officers of the Bank to furnish collateral to the Pledgee and such authority shall be continuing and shall be binding upon the Bank until the authority given to such officers is revoked or superseded by another resolution of this Board of Directors. This authority extends to furnishing collateral for additional deposits of public funds made from time to time by any and various state, municipal and other governmental bodies. The right given the officers named herein to pledge collateral also includes the right to give additional collateral and to withdraw such collateral as the Pledgee is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the market value of the substitute collateral is of equal or greater value.

John C. Stern, Executive Vice President  
Lynn D. Flagstad, Senior Vice President  
Patricia A. Finnemore, Vice President  
Christina Eumurian, Assistant Vice President  
Mary E. Holen, Treasury Officer  
Laurie J. Luby, Treasury Officer  
Julie A. Niederer, Treasury Officer

FURTHER RESOLVED, that the officers named herein are fully authorized and empowered to execute in the name of the Bank such collateral pledge agreement in favor of the Pledgee as required, and any collateral pledge agreement executed or any act done by the officers named herein under the authority of this Resolution shall be as binding and effective upon this Bank as though authorized by specific Resolution of the Board of Directors of this Bank.

IN WITNESS WHEREOF, I have hereunto set my hand this 20<sup>th</sup> day of October, 2015.

(No corporate seal)

Linda E. Bidon, Assistant Secretary

Federal Financial Institutions Examination Council

**Consolidated Reports of Condition and Income for  
a Bank with Domestic and Foreign Offices—FFIEC 031**

Report at the close of business June 30, 2015

(20150630)

(RCON 9999)

This report is required by law: 12 U.S.C. §324 (State member banks); 12 U.S.C. §1817 (State nonmember banks); 12 U.S.C. §161 (National banks); and 12 U.S.C. §1464 (Savings associations).

Unless the context indicates otherwise, the term "bank" in this report form refers to both banks and savings associations.

This report form is to be filed by banks with branches and consolidated subsidiaries in U.S. territories and possessions, Edge or Agreement subsidiaries, foreign branches, consolidated foreign subsidiaries, or International Banking Facilities.

NOTE: Each bank's board of directors and senior management are responsible for establishing and maintaining an effective system of internal control, including controls over the Reports of Condition and Income. The Reports of Condition and Income are to be prepared in accordance with federal regulatory authority instructions. The Reports of Condition and Income must be signed by the Chief Financial Officer (CFO) of the reporting bank (or by the individual performing an equivalent function) and attested to by not less than two directors (trustees) for state nonmember banks and three directors for state member banks, national banks, and savings associations.

schedules) for this report date have been prepared in conformance with the instructions issued by the appropriate Federal regulatory authority and are true and correct to the best of my knowledge and belief.

We, the undersigned directors (trustees), attest to the correctness of the Reports of Condition and Income (including the supporting schedules) for this report date and declare that the Reports of Condition and Income have been examined by us and to the best of our knowledge and belief have been prepared in conformance with the instructions issued by the appropriate Federal regulatory authority and are true and correct.

I, the undersigned CFO (or equivalent) of the named bank, attest that the Reports of Condition and Income (including the supporting



Signature of Chief Financial Officer (or Equivalent)

July 30, 2015

Date of Signature

Director (Trustee)

Director (Trustee)

Director (Trustee)

**Submission of Reports**

Each bank must file its Reports of Condition and Income (Call Report) data by either:

- (a) Using computer software to prepare its Call Report and then submitting the report data directly to the FFIEC's Central Data Repository (CDR), an Internet-based system for data collection (<https://cdr.ffiec.gov/cdr/>), or
- (b) Completing its Call Report in paper form and arranging with a software vendor or another party to convert the data into the electronic format that can be processed by the CDR. The software vendor or other party then must electronically submit the bank's data file to the CDR.

To fulfill the signature and attestation requirement for the Reports of Condition and Income for this report date, attach your bank's completed signature page (or a photocopy or a computer-generated version of this page) to the hard-copy record of the data file submitted to the CDR that your bank must place in its files.

The appearance of your bank's hard-copy record of the submitted data file need not match exactly the appearance of the FFIEC's sample report forms, but should show at least the caption of each Call Report item and the reported amount.

**U.S. Bank National Association**

Legal Title of Bank (RSSD 9017)

Cincinnati

City (RSSD 9130)

OH

State Abbreviation (RSSD 9200)

45202

Zip Code (RSSD 9220)

FDIC Certificate Number

06548

(RSSD 9050)

The estimated average burden associated with this information collection is 50.4 hours per respondent and is estimated to vary from 20 to 775 hours per response, depending on individual circumstances. Burden estimates include the time for reviewing instructions, gathering and maintaining data in the required form, and completing the information collection, but exclude the time for compiling and maintaining business records in the normal course of a respondent's activities. A Federal agency may not conduct or sponsor, and an organization (or a person) is not required to respond to a collection of information, unless it displays a currently valid OMB control number. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503, and to one of the following: Secretary, Board of Governors of the Federal Reserve System, 20th and C Streets, Washington, DC 20551; Legislative and Regulatory Analysis Division, Office of the Comptroller of the Currency, Washington, DC 20219; Assistant Executive Secretary, Federal Deposit Insurance Corporation, Washington, DC 20429.

**U.S. Bank National Association**

Legal Title of Bank

**Cincinnati**

City

**OH 45202**

State Zip Code

FDIC Certificate Number: 06548

FFIEC 031  
Page 5 of 84  
RI-1

**Consolidated Report of Income  
for the period January 1, 2015 – June 30, 2015**

All Report of Income schedules are to be reported on a calendar year-to-date basis in thousands of dollars.

**Schedule RI—Income Statement**

Dollar Amounts in Thousands

	RIAD	Bil   Mil   Thou	
1. Interest Income:			
a. Interest and fee income on loans:			
(1) In domestic offices:			
(a) Loans secured by real estate:			
(1) Loans secured by 1-4 family residential properties	4435	1,579,468	1.a.1.a.1
(2) All other loans secured by real estate	4436	753,466	1.a.1.a.2
(b) Loans to finance agricultural production and other loans to farmers	4024	18,428	1.a.1.b
(c) Commercial and industrial loans	4012	752,414	1.a.1.c
(d) Loans to individuals for household, family, and other personal expenditures:			
(1) Credit cards	B485	945,548	1.a.1.d.1
(2) Other (includes revolving credit plans other than credit cards, automobile loans, and other consumer loans)	B486	546,941	1.a.1.d.2
(e) Loans to foreign governments and official institutions	4056	0	1.a.1.e
(f) All other loans in domestic offices	B487	151,871	1.a.1.f
(2) In foreign offices, Edge and Agreement subsidiaries, and IBFs	4059	7,935	1.a.2
(3) Total interest and fee income on loans (sum of items 1.a.(1)(a) through 1.a.(2))	4010	4,756,071	1.a.3
b. Income from lease financing receivables	4065	253,896	1.b
c. Interest income on balances due from depository institutions (1)	4115	5,431	1.c
d. Interest and dividend income on securities:			
(1) U.S. Treasury securities and U.S. Government agency obligations (excluding mortgage-backed securities)	B488	50,006	1.d.1
(2) Mortgage-backed securities	B489	807,311	1.d.2
(3) All other securities (includes securities issued by states and political subdivisions in the U.S.)	4060	133,255	1.d.3
e. Interest income from trading assets	4069	875	1.e
f. Interest income on federal funds sold and securities purchased under agreements to resell	4020	119	1.f
g. Other interest income	4518	9,722	1.g
h. Total interest income (sum of items 1.a.(3) through 1.g)	4107	6,016,686	1.h
2. Interest expense:			
a. Interest on deposits:			
(1) Interest on deposits in domestic offices:			
(a) Transaction accounts (interest-bearing demand deposits, NOW accounts, ATS accounts, and telephone and preauthorized transfer accounts)	4508	7,725	2.a.1.a
(b) Nontransaction accounts:			
(1) Savings deposits (includes MMDAs)	0093	119,584	2.a.1.b.1
(2) Time deposits of \$100,000 or more	A517	46,673	2.a.1.b.2
(3) Time deposits of less than \$100,000	A518	46,597	2.a.1.b.3
(2) Interest on deposits in foreign offices, Edge and Agreement subsidiaries, and IBFs	4172	16,792	2.a.2
b. Expense of federal funds purchased and securities sold under agreements to repurchase	4180	1,003	2.b
c. Interest on trading liabilities and other borrowed money	4185	217,878	2.c

(1) Includes interest income on time certificates of deposits not held for trading.

Schedule RI—Continued

	Year-to-date					
	RIAD	Bil	Mil   Thou			
Dollar Amounts in Thousands						
2. Interest expense (continued):						
d. Interest on subordinated notes and debentures	4200		64,449	2.d		
e. Total interest expense (sum of items 2.a through 2.d)	4073		520,701	2.e		
3. Net interest income (item 1.h minus 2.e)				3		
4. Provision for loan and lease losses				4		
5. Noninterest income:						
a. Income from fiduciary activities (1)	4070		540,520	5.a		
b. Service charges on deposit accounts	4080		614,524	5.b		
c. Trading revenue (2)	A220		70,179	5.c		
d. (1) Fees and commissions from securities brokerage	C886		105,915	5.d.1		
(2) Investment banking, advisory, and underwriting fees and commissions	C888		4,660	5.d.2		
(3) Fees and commissions from annuity sales	C887		0	5.d.3		
(4) Underwriting income from insurance and reinsurance activities	C386		2,721	5.d.4		
(5) Income from other insurance activities	C387		3	5.d.5		
e. Venture capital revenue	B491		0	5.e		
f. Net servicing fees	B492		139,864	5.f		
g. Net securitization income	B493		0	5.g		
h. Not applicable						
i. Net gains (losses) on sales of loans and leases	5416		276,328	5.i		
j. Net gains (losses) on sales of other real estate owned	5415		985	5.j		
k. Net gains (losses) on sales of other assets (excluding securities)	B496		80,977	5.k		
l. Other noninterest income*	B497		2,418,109	5.l		
m. Total noninterest income (sum of items 5.a through 5.l)				4079		
6. a. Realized gains (losses) on held-to-maturity securities				3521	0	6.a
b. Realized gains (losses) on available-for-sale securities				3196	630	6.b
7. Noninterest expense:						
a. Salaries and employee benefits	4135		2,860,160	7.a		
b. Expenses of premises and fixed assets (net of rental income) (excluding salaries and employee benefits and mortgage interest)	4217		487,203	7.b		
c. (1) Goodwill impairment losses	C216		0	7.c.1		
(2) Amortization expense and impairment losses for other intangible assets	C232		134,828	7.c.2		
d. Other noninterest expense*	4092		1,726,903	7.d		
e. Total noninterest expense (sum of items 7.a through 7.d)				4093	5,209,094	7.e
8. Income (loss) before income taxes and extraordinary items and other adjustments (item 3 plus or minus items 4, 5.m, 6.a, 6.b, and 7.e)				4301	3,974,998	8
9. Applicable income taxes (on item 8)				4302	1,232,809	9
10. Income (loss) before extraordinary items and other adjustments (item 8 minus item 9)				4300	2,742,189	10
11. Extraordinary items and other adjustments, net of income taxes*				4320	0	11
12. Net income (loss) attributable to bank and noncontrolling (minority) interests (sum of items 10 and 11)				G104	2,742,189	12
13. LESS: Net income (loss) attributable to noncontrolling (minority) interests (if net income, report as a positive value; if net loss, report as a negative value)				G103	28,601	13
14. Net income (loss) attributable to bank (item 12 minus item 13)				4340	2,713,588	14

\* Describe on Schedule RI-E - Explanations.

- (1) For banks required to complete Schedule RC-T, items 14 through 22, income from fiduciary activities reported in Schedule RI, item 5.a, must equal the amount reported in Schedule RC-T, item 22.
- (2) For banks required to complete Schedule RI, Memorandum item 8, trading revenue reported in Schedule RI, item 5.c must equal the sum of Memorandum items 8.a through 8.e.

**Schedule RI—Continued**

**Memoranda**

Dollar Amounts in Thousands

	Year-to-date			
	RIAD	Bil	Mil   Thou	
1. Interest expense incurred to carry tax-exempt securities, loans, and leases acquired after August 7, 1986, that is not deductible for federal income tax purposes _____	4513		10,891	M.1
<i>Memorandum item 2 is to be completed by banks with \$1 billion or more in total assets. (1)</i>				
2. Income from the sale and servicing of mutual funds and annuities in domestic offices (included in Schedule RI, item 8) _____	8431		79,715	M.2
3. Income on tax-exempt loans and leases to states and political subdivisions in the U.S. (included in Schedule RI, items 1.a and 1.b) _____	4313		103,850	M.3
4. Income on tax-exempt securities issued by states and political subdivisions in the U.S. (included in Schedule RI, item 1.d.(3)) _____	4507		114,956	M.4
5. Number of full-time equivalent employees at end of current period (round to nearest whole number) _____	4150		66,067	M.5
6. Not applicable				
7. If the reporting bank has restated its balance sheet as a result of applying push down accounting this calendar year, report the date of the bank's acquisition (2) _____	RIAD	YYYY/MM/DD		M.7
	9106		0	
8. Trading revenue (from cash instruments and derivative instruments) (sum of Memorandum items 8.a through 8.e must equal Schedule RI, item 5.c) <i>Memorandum items 8.a through 8.e are to be completed by banks that reported average trading assets (Schedule RC-K, item 7) of \$2 million or more for any quarter of the preceding calendar year.</i>				
		Year-to-date		
	RIAD	Bil	Mil   Thou	
a. Interest rate exposures _____	8757		32,320	M.8.a
b. Foreign exchange exposures _____	8758		37,859	M.8.b
c. Equity security and index exposures _____	8759		0	M.8.c
d. Commodity and other exposures _____	8760		0	M.8.d
e. Credit exposures _____	F186		0	M.8.e
<i>Memorandum Items 8.f and 8.g are to be completed by banks \$100 billion or more in total assets that are required to complete Schedule RI, Memorandum items 8.a through 8.e, above(1).</i>				
f. Impact on trading revenue of changes in the creditworthiness of the bank's derivatives counterparties on the bank's derivative assets (included in Memorandum items 8.a through 8.e above) _____	K090		1,484	M.8.f
g. Impact on trading revenue of changes in the creditworthiness of the bank on the bank's derivative liabilities (included in Memorandum items 8.a. through 8.e above) _____	K094		2	M.8.g
9. Net gains (losses) recognized in earnings on credit derivatives that economically hedge credit exposures held outside the trading account:				
a. Net gains (losses) on credit derivatives held for trading _____	C889		0	M.9.a
b. Net gains (losses) on credit derivatives held for purposes other than trading _____	C890		776	M.9.b
10. Credit losses on derivatives (see instructions) _____	A251		0	M.10
11. Does the reporting bank have a Subchapter S election in effect for federal income tax purposes for the current tax year ? _____	RIAD	YES / NO		M.11
	A530		NO	
<i>Memorandum item 12 is to be completed by banks that are required to complete Schedule RC-C, part I, Memorandum items 8.b and 8.c.</i>				
		Year-to-date		
	RIAD	Bil	Mil   Thou	
12. Noncash income from negative amortization on closed-end loans secured by 1-4 family residential properties (included in Schedule RI, item 1.a.(1)(a)(1)) _____	F228		0	M.12

(1) The asset size tests are generally based on the total assets reported in the June 30, 2014, Report of Condition  
(2) For example, a bank acquired on March 1, 2015, would report 20150301.

**Schedule RI—Continued**

Memoranda — Continued	Year-to-date		
	RIAD	Bil   Mil   Thou	
Dollar Amounts in Thousands			
<i>Memorandum item 13 is to be completed by banks that have elected to account for assets and liabilities under a fair value option.</i>			
13. Net gains (losses) recognized in earnings on assets and liabilities that are reported at fair value under a fair value option:			
a. Net gains (losses) on assets	F551	-129,020	M.13.a
(1) Estimated net gains (losses) on loans attributable to changes in instrument-specific credit risk	F552	145	M.13.a.1
b. Net gains (losses) on liabilities	F553	0	M.13.b
(1) Estimated net gains (losses) on liabilities attributable to changes in instrument-specific credit risk	F554	0	M.13.b.1
14. Other-than-temporary impairment losses on held-to-maturity and available-for-sale debt securities:			
a. Total other-than-temporary impairment losses	J319	805	M.14.a
b. Portion of losses recognized in other comprehensive income (before income taxes)	J320	553	M.14.b
c. Net impairment losses recognized in earnings (included in Schedule RI, items 6.a and 6.b) (Memorandum item 14.a minus Memorandum 14.b)	J321	252	M.14.c
<i>Memorandum item 15 is to be completed by institutions with \$1 billion or more in total assets(1) that answered "Yes" to Schedule RC-E, Part I, Memorandum item 5.</i>			
15. Components of service charges on deposit accounts in domestic offices (sum of Memorandum items 15.a through 15.d must equal Schedule RI, item 5.b):			
a. Consumer overdraft-related service charges levied on those transaction account and nontransaction savings account deposit products intended primarily for individuals for personal, household, or family use	H032	207,419	M.15.a
b. Consumer account periodic maintenance charges levied on those transaction account and nontransaction savings account deposit products intended primarily for individuals for personal, household, or family use	H033	64,183	M.15.b
c. Consumer customer automated teller machine (ATM) fees levied on those transaction account and nontransaction savings account deposit products intended primarily for individuals for personal, household, or family use	H034	29,550	M.15.c
d. All other service charges on deposit accounts	H035	313,372	M.15.d

(1) The \$1 billion asset size test is generally based on the total assets reported on the June 30, 2014, Report of Condition.

## Consolidated Report of Condition for Insured Banks and Savings Associations for June 30, 2015

All schedules are to be reported in thousands of dollars. Unless otherwise indicated, report the amount outstanding as of the last business day of the quarter.

### Schedule RC—Balance Sheet

Dollar Amounts in Thousands

	RCFD	Tril	Bil	Mil	Thou	
<b>Assets</b>						
1. Cash and balances due from depository institutions (from Schedule RC-A):						
a. Noninterest-bearing balances and currency and coin (1)	0081		5,704,741			1.a
b. Interest-bearing balances (2)	0071		12,192,066			1.b
2. Securities:						
a. Held-to-maturity securities (from Schedule RC-B, column A)	1754		46,232,579			2.a
b. Available-for-sale securities (from Schedule RC-B, column D)	1773		56,642,345			2.b
3. Federal funds sold and securities purchased under agreements to resell:	RCON					
a. Federal funds sold in domestic offices	B987		53,692			3.a
b. Securities purchased under agreements to resell (3)	RCFD					
	B989		0			3.b
4. Loans and lease financing receivables (from Schedule RC-C):						
a. Loans and leases held for sale	5369		8,497,595			4.a
b. Loans and leases, net of unearned income	B528		247,528,210			4.b
c. LESS: Allowance for loan and lease losses	3123		4,012,758			4.c
d. Loans and leases, net of unearned income and allowance (item 4.b minus 4.c)	B529		243,515,452			4.d
5. Trading assets (from Schedule RC-D)	3545		1,273,031			5
6. Premises and fixed assets (including capitalized leases)	2145		2,544,055			6
7. Other real estate owned (from Schedule RC-M)	2150		321,702			7
8. Investments in unconsolidated subsidiaries and associated companies	2130		171,360			8
9. Direct and indirect investments in real estate ventures	3656		0			9
10. Intangible assets:						
a. Goodwill	3163		9,378,344			10.a
b. Other intangible assets (from Schedule RC-M)	0426		3,698,488			10.b
11. Other assets (from Schedule RC-F)	2160		23,776,797			11
12. Total assets (sum of items 1 through 11)	2170		414,002,247			12

(1) Includes cash items in process of collection and unposted debits.

(2) Includes time certificates of deposit not held for trading.

(3) Includes all securities resale agreements in domestic and foreign offices, regardless of maturity.

**Schedule RC—Continued**

Dollar Amounts in Thousands

		RCN	Tril	Bill	Mill	Thou	
<b>Liabilities</b>							
13. Deposits:							
a. In domestic offices (sum of totals of columns A and C from Schedule RC-E, part I)		2200	279,550,033				13.a
(1) Noninterest-bearing (4)		6631	86,461,429				13.a.1
(2) Interest-bearing		6636	193,088,604				13.a.2
b. In foreign offices, Edge and Agreement subsidiaries, and IBFs		RCFN					
(from Schedule RC-E, part II)		2200	28,278,950				13.b
(1) Noninterest-bearing		6631	159,126				13.b.1
(2) Interest-bearing		6636	28,119,824				13.b.2
14. Federal funds purchased and securities sold under agreements to repurchase:							
a. Federal funds purchased in domestic offices (5)		RCN					
		B993	516,964				14.a
b. Securities sold under agreements to repurchase (6)		RCFD					
		B995	949,027				14.b
15. Trading liabilities (from Schedule RC-D)		3548	885,507				15
16. Other borrowed money (includes mortgage indebtedness and obligations under capitalized leases) (from Schedule RC-M)		3190	46,539,645				16
17. and 18. Not applicable							

(4) Includes noninterest-bearing demand, time, and savings deposits.

(5) Report overnight Federal Home Loan Bank advances in Schedule RC, item 16, "Other borrowed money."

(6) Includes all securities repurchase agreements in domestic and foreign offices, regardless of maturity.

**Schedule RC—Continued**

Dollar Amounts in Thousands

	RCFD	Tril   Bil   Mil   Thou	
<b>Liabilities—Continued</b>			
19. Subordinated notes and debentures (1)	3200	3,650,000	19
20. Other liabilities (from Schedule RC-G)	2930	11,984,151	20
21. Total liabilities (sum of items 13 through 20)	2948	372,354,277	21
22. Not applicable			
<b>Equity Capital</b>			
<b>Bank Equity Capital</b>			
23. Perpetual preferred stock and related surplus	3838	0	23
24. Common stock	3230	18,200	24
25. Surplus (excludes all surplus related to preferred stock)	3839	14,266,400	25
26. a. Retained earnings	3632	27,147,011	26.a
b. Accumulated other comprehensive income (2)	B530	-644,925	26.b
c. Other equity capital components (3)	A130	0	26.c
27. a. Total bank equity capital (sum of items 23 through 26.c)	3210	40,786,686	27.a
b. Noncontrolling (minority) interests in consolidated subsidiaries	3000	861,284	27.b
28. Total equity capital (sum of items 27.a and 27.b)	G105	41,647,970	28
29. Total liabilities and equity capital (sum of items 21 and 28)	3300	414,002,247	29

**Memoranda**

**To be reported with the March Report of Condition.**

1. Indicate in the box at the right the number of the statement below that best describes the most comprehensive level of auditing work performed for the bank by independent external auditors as of any date during 2014	RCFD	Number	
	6724	N/A	M.1
1 = Independent audit of the bank conducted in accordance with generally accepted auditing standards by a certified public accounting firm which submits a report on the bank			
2 = Independent audit of the bank's parent holding company conducted in accordance with generally accepted auditing standards by a certified public accounting firm which submits a report on the consolidated holding company (but not on the bank separately)			
3 = Attestation on bank management's assertion on the effectiveness of the bank's internal control over financial reporting by a certified public accounting firm.			
4 = Directors' examination of the bank conducted in accordance with generally accepted auditing standards by a certified public accounting firm (may be required by state chartering authority)			
5 = Directors' examination of the bank performed by other external auditors (may be required by state chartering authority)			
6 = Review of the bank's financial statements by external auditors			
7 = Compilation of the bank's financial statements by external auditors			
8 = Other audit procedures (excluding tax preparation work)			
9 = No external audit work			

**To be reported with the March Report of Condition.**

2. Bank's fiscal year-end date	RCON	MMDD	
	8678	N/A	M.2

- (1) Includes limited-life preferred stock and related surplus.
- (2) Includes, but is not limited to, net unrealized holding gains (losses) on available-for-sale securities, accumulated net gains (losses) on cash flow hedges, cumulative foreign currency translation adjustments, and accumulated defined benefit pension and other postretirement plan adjustments.
- (3) Includes treasury stock and unearned Employee Stock Ownership Plan shares.

**Government & Institutional Banking**

Public Funds Collateral Unit  
333 Market Street, 15th Floor  
MAC A0109-150  
San Francisco, CA 94105  
[publicfundscollateral@wellsfargo.com](mailto:publicfundscollateral@wellsfargo.com)



December 07, 2015

Attn: Leslie Brummage  
City of Cody  
PO Box 2200  
Attn: Leslie Brummage  
Cody, WY 82414

**RE: APPLICATION FOR DEPOSIT OF PUBLIC FUNDS**

To Whom It May Concern:

Pursuant to the requirements of Wyoming Statutes 1977, Section 9-4-818, formal application is hereby made by Wells Fargo Bank, Nation Association, a national banking association in the State of Wyoming, to be designated a depository for City of Cody.

Wells Fargo is prepared to pledge the following described securities as provided in Wyoming Statutes 1977, Section 9-4-821, to be assigned to and deposited with the Treasurer, City of Cody, as security for the safekeeping and prompt payment of all public monies that may be deposited with it by the Treasurer, City of Cody, and for the faithful performance of its duties under the law as such depository.

If you need any additional information, please feel free to contact me in Public Funds Collateral Unit at 415-371-3278. Thank you.

Dated this 7 December 2015

Wells Fargo Bank, N.A.

A handwritten signature in black ink that reads "Sheila Lynch".

Sheila Lynch  
Vice President  
Public Funds Collateral Unit



**SECRETARY'S CERTIFICATE  
WELLS FARGO BANK, NATIONAL ASSOCIATION**

I, Teresa K. Rozek, Assistant Secretary of Wells Fargo Bank, National Association (the "Bank") hereby certify that the following resolution was duly adopted by the Loan Committee of the Board of Directors of the Bank by action taken by written consent effective as of November 5, 2015, and that said resolution has not been rescinded or modified and is now in full force and effect:

**Resolution Regarding Approval of Contracts  
Regarding Depository Services**

**WHEREAS**, Wells Fargo Bank, National Association (the "Bank") has been awarded contracts for banking services by the Contract Holders listed on Exhibit A, each of which has custody and control of public funds (each a "Contract Holder"); and

**WHEREAS**, the banking services provided by the Bank include servicing as a depository for the public funds of the Contract Holder; and

**WHEREAS**, applicable law requires the Bank to pledge certain eligible securities for the benefit of each Contract Holder as collateral to secure deposits of its public funds with the Bank; and

**WHEREAS**, the Bank, having the full right, power and authority to enter into a contract with the Contract Holder providing for the collateralization of public fund deposits and third-party custody of eligible securities securing such public funds (each, a "Contract"), desires to enter into a Contract with each Contract Holder; and

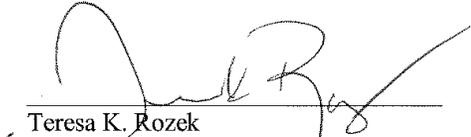
**WHEREAS**, Section 13(e) of the Federal Deposit Insurance Act, 12 U.S.C. § 1823(e), as amended by the Financial Institutions Reform, Recovery and Enforcement Act of 1989, requires that the approval of each Contract by the Bank's Board of Directors or loan committee be reflected in the minutes of the board or committee, and requires that each Contract be and remain an official record of the Bank in order that each Contract be valid against the rights of the Federal Deposit Insurance Corporation.

**NOW, THEREFORE, BE IT RESOLVED**, that the appropriate officers of the Bank be, and the same hereby are, authorized and directed to execute each Contract on behalf of the Bank, to maintain this Resolution and each Contract as official records of the Bank, and to take all actions and to execute all such documents as such officers may deem necessary or desirable to carry out the intents and purposes of the foregoing resolution.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name and affixed the seal of the Bank on this 6th day of November, 2015.

(SEAL)



  
Teresa K. Rozek  
Wells Fargo Bank, National Association  
Assistant Secretary

**Local Government Liability Pool  
PO Box 20700  
Cheyenne WY 82003-7015**

**Official Ballot**

In accordance with the Local Government Liability Pool Rules and Regulations, Chapter II, Section 1, board members shall be elected from the participating local *governmental* entities. Each participating entity shall be allowed one vote for each open position. The majority of the votes received by the Executive Director will constitute the successful elective.

There are three (3) board positions that will be vacated on January 1, 2016. The three (3) board positions vacant are two (2) municipal-elected positions and one (1) special district position. The following are the nominations received for the vacant positions.

- **Municipal Elected Position (3-year term):**

Vote For Not More Than Two (2) - Listed Alphabetically.

\_\_\_\_\_ **Greg James – Mayor, City of Newcastle**

Greg James - Greg has been nominated by the LGLP Board. Greg is currently a Vocational Instructor at the Wyoming Honor Conservation Camp, Wyoming Department of Corrections. Greg is involved with the Weston County Prevention Task Force Board and the Prison Community Partnership Committee. Greg previously served as the Newcastle Clerk/Treasurer as well serving on the Newcastle City Council, Newcastle Area Chamber of Commerce, WAM-JPIC Board and the WAMCAT Board.

\_\_\_\_\_ **Kelly Krakow – Mayor, Town of Albin**

Kelly Krakow – Kelly has been nominated by the LGLP Board. Kelly is currently the owner of the Krakow Insurance Agency. Kelly is currently serving on the Wyoming Association of Municipalities Board, Eastern Laramie County Solid Waste District, LCFD#3 Fireman and EMT. Kelly was born and raised in Meriden, Wyoming. He graduated from Albin High School, earned an Associate Degree from Casper College and a Bachelor's Degree of Science from the University of Wyoming. Kelly currently resides in Albin with his wife and their two children.

- **Special District Position (3-year term):**

Vote For One (1).

\_\_\_\_\_ **Don Richards – Shoshone Municipal Pipeline JPB**

Don Richards - Don has been nominated by the LGLP board. Don was born in Montana, and has lived in Lovell for over 40 years. He has served as a member of the Shoshone Municipal Pipeline board since 1991 and on the LGLP Board since 1994. He also served as the Town Manager for the Town of Lovell from 1991 to 2001. Don worked for Big Horn County and 15 years at the First National Bank in Lovell.

Name of entity submitting Ballot: \_\_\_\_\_

Name of person submitting Ballot: \_\_\_\_\_

Signature of person submitting Ballot: \_\_\_\_\_

**Ballots are due back in this office no later than December 31, 2015 @ 5:00 P.M.**

**We encourage emailed ([lglp@lglp.net](mailto:lglp@lglp.net)) or faxed (307-638-6211) copies.**



Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

**WYOMING ASSOCIATION OF MUNICIPALITIES  
2016 WAM WINTER WORKSHOP  
OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the *Official Voting Delegate* for the 2016 WAM Winter Workshop Business Meeting in Cheyenne, Wednesday, February 17, 2016.

City/Town: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*Alternate Delegate will be:* \_\_\_\_\_

*Title:* \_\_\_\_\_

Date Approved by the City/Town Council:  
\_\_\_\_\_

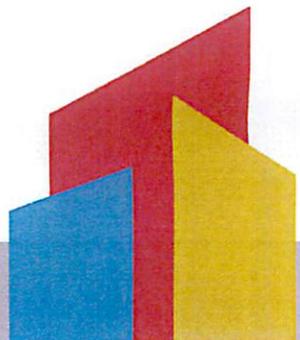
Attest: \_\_\_\_\_ (City/Town Clerk)

**PLEASE MAIL/FAX TO WAM NO LATER THAN January 15, 2016**

**315 West 27 Street, Cheyenne, WY 82001**

**Phone (307) 632-0398, Fax (307) 632-1942 or**

**Email to Earla Checchi at: [checchi@wyomuni.org](mailto:checchi@wyomuni.org)**



MEETING DATE: DECEMBER 15, 2015  
DEPARTMENT: PARKS, RECREATION, AND  
PUBLIC FACILITIES  
PREPARED BY: RICK MANCHESTER  
PRESENTED BY: RICK MANCHESTER *Rick*

**AGENDA ITEM SUMMARY REPORT**  
**Nichol Mall Rental—Mackay and Jacobsen**

**ACTION TO BE TAKEN:**

Request that City Council agrees to allow the Mayor to sign a lease agreement to renew a 1-year lease and two one year automatic renewal options with Lyle Mackay and Jeff Jacobsen, Individual Accounting Practitioners.

**SUMMARY OF INFORMATION:**

The LESSEE is interested in continuing to rent their occupied suite in the Nichol Mall. The space is approximately 926 square feet upstairs and 468 square feet in the basement. There is 1,394 SQ FT including the basement making a rounded off rent of \$800/month. This renewal will increase the rent by \$25 making rent \$825/month for the next three years if both extensions are accepted. CITY may increase the amount of the rent for the next one-year term by giving notice to LESSEE no less than 45 days prior to the expiration of the then current term.

If approved, the lease will start on January 10, 2016 and is renewable for two additional years. LESSEES (Lyle Mackay and Jeff Jacobsen) agree to pay all public utilities, including but not limited to electricity, water and garbage, used or consumed by the LESSEES for the PROPERTY when due and payable. Rent has not increased since 2013. In 2013 I visited with other landlords in the downtown area; at the time researched, this rent is fair and possibly on the high end for the amount of space and location.

**FISCAL IMPACT**

The City has budgeted revenue from the rental. There will be nearly \$10,000 in lost revenue in 2016/17 if the space is not rented.

**ALTERNATIVES**

1. Renew the lease.
2. Do not lease the space and keep it for City uses.
3. Wait for other proposals and consider them when and if presented.

**ATTACHMENTS**

Lease draft

**AGENDA & SUMMARY REPORT TO:**

McKay and Jacobsen, PO Box 2744, Cody WY 82414

**AGENDA ITEM NO. \_\_\_\_\_**

## **LEASE**

THIS LEASE is made and entered into this 10th day of January, 2016, by and between the City of Cody, a Wyoming municipal corporation, hereinafter referred to as CITY, and Lyle Mackay and Jeff Jacobsen, individual accounting practitioners, hereinafter referred to as LESSEES:

### **WITNESSETH**

For good and valuable consideration, including but not limited to the promises and covenants herein made by each party below, the CITY hereby leases to LESSEES the following-described property, to-wit:

That portion of the Nichol Mall located at 1008 13<sup>th</sup> Street, Cody, Park County, Wyoming, known as Space "F" and consisting of 926 square feet, more or less, on the main level and 468 square feet, more or less, on the basement level, and hereinafter referred to as the PROPERTY.

1. TERM OF LEASE. LESSEES shall be entitled to lease said premises for the period of one (1) year commencing on January 10, 2016, and continuing through January 9, 2017.

2. OPTION TO RENEW. If at the expiration of the above-mentioned term of this Lease, the LESSEES have complied in all respects with the agreements, conditions and terms of this Lease, the parties may agree to extend the term of this Lease for two additional one-year periods upon the terms and conditions as are mutually agreeable between the parties.

3. RENT.

A. During the term of this Lease, LESSEES shall pay to CITY the sum of Eight Hundred Twenty Five Dollars (\$825) per month for the one year period beginning January 10, 2016, and ending January 9, 2017. Said rent shall be payable on or before the tenth day of each month commencing January 2016, and continuing thereafter on the tenth day of each month. The rent shall be paid to the City of Cody, 1338 Rumsey Avenue, Cody, Wyoming 82414, unless the CITY shall otherwise notify the LESSEES in writing of another place for the payment of rent.

B. The rent shall be received by CITY on or before the tenth day of each month. A penalty of Five Dollars (\$5) per day will be assessed to LESSEES for each day beyond the tenth until the rent is received by the CITY. It is LESSEES responsibility to deliver said rent to CITY.

C. CITY may increase the amount of the rent for the next one-year term by giving notice to LESSEE no less than 45 days prior to the expiration of the then current term.

4. UTILITIES. LESSEES agree to pay all public utilities, including but not limited to electricity, water and garbage, used or consumed by the LESSEES for the PROPERTY when due and payable. LESSEES further agree to maintain a minimum daytime temperature within the PROPERTY of 65 degrees and a minimum nighttime temperature within the PROPERTY of 55 degrees.

5. CONDITION OF PROPERTY. LESSEES acknowledge that they have examined and know the condition of the PROPERTY, and the building and improvements thereon, and agree that they have been received in good condition and in good order and repair, and that no representations as to the condition or repair thereof have been made by the CITY or by anyone representing the CITY.

6. MAINTENANCE AND REPAIR. LESSEES covenant and agree to keep PROPERTY in good condition and safe and proper repair, and in clean and tenable order during the term of this Lease, free from encumbrances. All repairs shall be equal in quality to the original work and accomplished in a timely manner. At the expiration of this Lease or upon termination as herein provided, the LESSEES shall surrender the leased PROPERTY in as good condition as it was in at the beginning of the term, reasonable wear and tear and damages by the elements excepted.

7. IMPROVEMENTS OR ALTERATIONS. No alteration, addition or improvement to the leased PROPERTY shall be made by LESSEES without the prior written consent of the CITY, which consent shall not be unreasonably withheld. Any fixtures installed as a part thereof shall, at CITY's OPTION, become the property the CITY upon the expiration or other sooner termination of this Lease, provided however, that the CITY shall have the right to require LESSEES to remove such fixtures at LESSEES' expense upon termination of the Lease. Notwithstanding anything to the contrary herein, LESSEES may remove any fixture placed on the premises by LESSEES so long as any damage caused by such removal is repaired by and at LESSEES' expense.

8. RIGHT OF ENTRY. The CITY or their representative may enter the leased PROPERTY at any reasonable time for the purpose of inspection of the leased PROPERTY, performing any work which the CITY elects to undertake, exhibit the leased PROPERTY for sale, lease, mortgage financing or posting notices of non-responsibility under any mechanics lien law.

9. USE OF PREMISES. LESSEES agree that the PROPERTY is leased for the purpose of an accounting firm. LESSEES agree that they will not make any other use nor unlawful use of the PROPERTY. CITY hereby agrees not to unreasonably withhold consent to other lawful uses which would not increase the wear and tear or increase risk of damages to the premises.

10. SIGNAGE. Mall interior: LESSEES agree to place no signage within or on any existing wall of the main central hallway of Nichol Mall. All signage shall be placed within the PROPERTY and shall be approved in advance by the CITY.

11. SUBLETTING AND LIENS. LESSEES shall not assign, mortgage or encumber this Lease or sublet the PROPERTY and improvements or any part thereof without the prior written consent of the CITY.

12. COMPLIANCE WITH LAWS. LESSEES shall comply at all times with all federal, state, county and municipal statutes, laws, ordinances, rules, regulations or requirements concerning the use and occupancy of the

PROPERTY and save the CITY harmless from all fines, penalties, costs, liabilities, loss or damage for violation or noncompliance with the same.

13. LIABILITY FOR INJURY OR DAMAGE. The CITY, except for its own or its employees' negligence, shall not be liable for injury or damage to any person or property occurring within or on the leased PROPERTY. LESSEES agree to indemnify, save and hold harmless CITY from any claims for personal injury or property damage incurred in or on said PROPERTY by any employees, agents, servants, guests or invitees of LESSEES. Provided further, that if CITY shall be required to pay a sum of money for property damage or personal injury resulting from LESSEE's use of the property, or resulting from any negligent act, error or omission of LESSEES or LESSEES' employees, agents, servants, guests or invitees, the amounts paid by CITY, together with all costs, damages and reasonable attorney's fees, shall be considered additional rent due in the month succeeding such payment, collectable at such time or upon expiration or termination of this Lease as herein provided, whichever shall first occur.

14. INSURANCE. LESSEES shall secure and maintain at LESSEES' cost and expense during the full term of this Lease and any extension or renewal thereof, public liability and property damage insurance issued by an insurance company approved by CITY, against all liabilities arising on of injuries to all persons caused directly or indirectly by the use, disuse or operation of the leased premises by LESSEES or LESSEES' employees, customers and invitees, including the interior and exterior of said premises including all adjacent sidewalks, entry ways, hallways and stairways in an amount not less than One Million Dollars (\$1 million). Such insurance and

renewals thereof shall be so written as to cover and protect both CITY and LESSEES. The proper evidence thereof shall be submitted by LESSEES to CITY when and at such times as such policies are issued and renewed. LESSEES fail to obtain or maintain any such insurance, CITY, at its option, procure such insurance and maintain the same in force and any sum paid by CITY for any such insurance shall be repaid by LESSEES to CITY as so additional rent on or before the next day after the payment thereof by CITY.

CITY shall at all times during the term hereof maintain in effect a policy or policies of fire insurance covering the premises. CITY WILL NOT INSURE LESSEES' personal property. LESSEES shall keep and maintain proper fire and extended coverage insurance on all contents belonging to LESSEES within the leased PROPERTY.

15. DEFAULT. LESSEES agree that in the event that LESSEES shall fail to make payment at the time and in the manner herein prescribed, or shall fail to strictly comply with the other conditions and covenants herein contained, or shall file a petition in bankruptcy, or shall have a petition in bankruptcy filed against him, or shall make an assignment of the benefit of creditors, such act or acts shall constitute a default hereunder. Provided further that upon the occurrence of any such default, CITY may, at its option, terminate this Lease by delivering or posting written notice to LESSEES specifying the date of termination, which date shall be no earlier than twenty (20) days after delivery of said written notice. LESSEES shall have twenty (20) days after delivery of such notice to cure default.

16. REMEDIES. Upon termination of this Lease, pursuant to

Paragraph 16 hereof, LESSEES shall:

A. Peacefully surrender the leased PROPERTY to CITY and LESSEES agree that if it should become necessary for CITY to employ an attorney to affect any of the CITY's rights in the event of LESSEES' default hereunder, LESSEES shall pay CITY's reasonable attorney's fees incurred thereby.

B. At any time after such termination, CITY shall make a reasonable effort to re-let the leased PROPERTY or any part thereof, in the name of the CITY, or otherwise for such terms (which may be greater or less than the period which would otherwise have constituted the balance of the term of this Lease) and on such conditions as the CITY, in its sole discretion, may determine and may collect and receive the rent therefore. If CITY has made a reasonable effort to re-let the premises, CITY shall not be liable for any failure to re-let the leased PROPERTY, or any part thereof, or for failure to collect rent due upon any such re-letting.

C. No such termination of this Lease shall relieve LESSEES of their liability and obligations under this Lease, and such and obligations shall survive any such termination. In the event of any such termination, LESSEES shall continue to pay to CITY monthly rental amount as provided for herein, less the net proceeds of any re-letting effected pursuant to the provisions of Subparagraph B of this paragraph after deducting all of CITY's expenses in connection with such re-letting, including without limitation, all repossession costs, court costs, reasonable

attorney's fees, expenses and repair and advertisement for such re-letting.

D. No waiver at any time of the right to terminate this Lease shall impair the right of CITY to insist upon such termination in the event of the CITY subsequently acquiring such right, nor shall the acceptance of rent at any time constitute such waiver or waiver of damages.

17. MODIFICATION. No provision of this Lease shall be waived, altered amended or modified except by written endorsement hereon or attached hereto and signed by CITY and LESSEES.

18. DESTRUCTION OF PREMISES. In the event that the leased premises are damaged or destroyed by fire or other cause to such an extent that the same cannot, with reasonable diligence, be repaired to the condition said premises were in immediately prior to the happening of such an event within ninety (90) days from the date such damage or destruction strikes, or the event the loss payable under the terms of the fire insurance policies above provided is insufficient to reconstruct the demised premises to approximately the same condition said premises were in immediately prior to the happening of such event, then this Lease shall terminate as of the date such damage or destruction and the rent shall be apportioned pro rata. Provided further, in the event that said premises are damaged to such an extent that they can be repaired or replaced with reasonable diligence within ninety (90) days after such damage or destruction, or if the loss payable the terms of said fire insurance policies on said premiss are sufficient to complete the reconstruction of the premises to the approximate condition

the said premises were prior to the happening of such event, then CITY shall cause such damage to the building to be repaired at their own expense. During the period of such reconstruction the rent shall be abated in the that LESSEES cannot conduct their business in the demised premises, the rental from the date of the happening of such damage or destruction to the date when the repairs are substantially completed shall be an amount equal ten percent (10%) of LESSEES' gross sales in the demised premises on demand of CITY, but not oftener than once a month.

19. CITY'S OBLIGATION. CITY covenants and agrees at its own cost and expense to keep the roof, mechanical, electrical and structural portions of the building of which the demised premises are a part, in good repair and condition. Provided however, CITY shall not be held liable for damage by reason of any latent or other defect in the demised premises, nor shall CITY be liable for any damage to the goods of LESSEES caused by leakage or stoppage of steam, water, gutter, sewer or drain pipes or from any other cause whatsoever.

20. NOTICES. Any notice given under the terms of this Lease shall be deemed given five (5) days after depositing said notice in United States Postal Service or when hand delivery of such notice is made or when posted on LESSEES' door. For the purposes of delivery, CITY's address is 1338 Rumsey Avenue, Cody, Wyoming 82414.

21. This Lease binds upon and inures to the benefit of the heirs, legatees and beneficiaries of CITY and LESSEES.

22. Nothing in this agreement shall be construed to act as a waiver of the CITY's sovereign immunity and other immunities provided to the CITY under federal and state law. The CITY expressly reserves the right to assert immunity as a defense to any claim arising under this agreement.

EXECUTED this 10th day of January, 2016.

**CITY OF CODY, WYOMING**  
A Wyoming Municipal Corporation

ATTEST:

\_\_\_\_\_  
Nancy Tia Brown, Mayor

\_\_\_\_\_  
Barry Cook,  
City Administrator

LESSEES:

**LYLE MACKAY and JEFF JACOBSEN**  
Individual Accounting Practitioners

\_\_\_\_\_  
Lyle Mackay

\_\_\_\_\_  
Jeff Jacobsen

MEETING DATE: DECEMBER 15, 2015  
DEPARTMENT: PUBLIC WORKS  
PREPARED BY: STEPHEN PAYNE, PE  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: STEPHEN W. PAYNE, PE

## **AGENDA ITEM SUMMARY REPORT**

### **BID AWARD – BID NO. 2015-19**

#### **ACTION:**

Staff requests that the Mayor and Council award Bid No. 2015-19 to the apparent low and responsive bidder Harris Trucking and Construction. The summation of the Harris Bid Schedule was \$225,044.08. Please reference the attached bid tab. Staff also requests that the Council authorize the Mayor to enter into and sign a contract with Harris Trucking and Construction after all contracts documents have been completed and approved.

#### **SUMMARY:**

On December 10, 2015, bids for Bid No. 2015-19, 12<sup>th</sup> Street Storm Drainage Project, were opened and publicly read aloud. The City received seven (3) bids from the following companies: Harris Trucking and Construction Company, Wilson Construction, and Copper Creek Construction. The bid tab will be available at the Council meeting. The apparent low and responsive bidder was Harris Trucking and Construction in the amount of \$225,044.08.

In FY 2015-2016 the Council authorized the submittal of a grant application to the State Lands and Investment Board for the use of consensus funds to complete the 12<sup>th</sup> street storm drainage improvements. This project entails between Elm Street and the existing storm drainage outlet. The existing undersized pipe will be removed and replaced with much larger pipe and a new outlet structure.

#### **FISCAL IMPACT**

The 12<sup>th</sup> Street Storm Drainage Project had been estimated to cost \$216,000 to \$240,000. The City has a signed contract with GDA for \$55,590 to complete the design plans and specifications, to bid the project and to complete the inspection of the project during construction. The bid from Harris Trucking and Construction Company was \$225,044.08 . The project is within budget.

#### **ALTERNATIVES**

1. Award the Project to the low and responsive bidder Harris Trucking and Construction. Also authorize the Mayor to enter into and sign a contract with Harris Trucking and Construction after all contracts documents have been completed and approved.
2. Reject all bids and re-bid the project.

#### **RECOMMENDATION**

Staff recommends that the Mayor and Council award Bid No. 2015-19 in the amount of \$225,044.08, 12<sup>th</sup> Street Storm Drainage Project, to the apparent low and responsive bidder; Harris Trucking and Construction. Staff also recommends that the Council authorize the Mayor to enter into and sign a contract with Harris Trucking and Construction after all contracts documents have been completed and approved.

#### **ATTACHMENTS**

Bid Tabulation – To be supplied at the Council meeting.

#### **AGENDA & SUMMARY REPORT TO:**

Harris Trucking and Construction

**AGENDA ITEM NO. \_\_\_\_\_**

December 11, 2015

Steve Payne, PE  
City of Cody  
P.O. Box 2200  
Cody, WY 82414

CODY, WYOMING  
502 33rd Street  
Cody, WY 82414  
PH: 307.587.3411

HEBER CITY, UTAH  
2211 W. 3000 S., Suite B  
Heber City, UT 84032  
PH: 435.315.3168

gdaengineers.com

**Re: Recommendation of Award – 12<sup>th</sup> Street Storm Drain**

Dear Steve:

Bids for the 12<sup>th</sup> Street Storm Drain Project were opened at 2:00 P.M. on December 10, 2015 at the City of Cody Council Chambers and read aloud.

Harris Trucking and Construction Company is the apparent low bidder on the bid schedule. Their total bid is \$ 225,044.08. Upon review of the Bid Documents received, no irregularities were found in any of the bid forms or supporting documents.

Based on the bids submitted for the work described in the project manual, GDA Engineers recommends that the 12<sup>th</sup> Street Storm Drain Project be awarded to Harris Trucking and Construction Company provided the City of Cody concurs.

Two other bids were also received and opened at the Bid Opening. Below is a table that summarizes the bid results.

Bid Schedule	Harris Trucking and Construction Company	Wilson Bros. Construction	Copper Creek Construction
1	\$ 225,044.08	\$ 241,855.00	\$272,067.00

The Engineer's estimate for Bid Schedule #1 is \$237,929.00. This is within 5.5% of the low bid which we feel is well within the acceptable range.

Attached is a full copy of the bid packages submitted for this project and our bid tabulation results. At your direction, GDA Engineer's will execute the Notice of Award in favor of the successful bidder and prepare the Construction Contract between that bidder and the City of Cody.

We look forward to the construction phase of this project. Please feel free to contact me if you have any questions.

Sincerely,  
GDA Engineers

A handwritten signature in black ink, appearing to read 'Dave Bergh', with a long horizontal flourish extending to the right.

Dave Bergh, PE

Enclosures (4): Bid Tabulation Spreadsheet  
Harris Trucking and Construction Company Bid  
Wilson Bros. Construction Bid  
Copper Creek Construction Bid

Cc Lynn Stutzman – City of Cody

Owner: City of Cody  
Description: 12th Street Storm Drain  
GDA Engineers Project Number: 151117  
Bid Date: 12/10/2015  
Bid No: 2015-19

Section No.	Bid Item No.	Item Description	Qty	Unit	Engineers Estimate		Copper Creek Construction		Harris Trucking & Construction		Wilson Bros. Construction	
					Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
01900	2	Underground Utility Mapping	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 927.00	\$ 927.00	\$ 5,000.00	\$ 5,000.00
01950	3	Traffic Control	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 7,500.00	\$ 7,500.00
02001	1	Mobilization	1	LS	\$ 31,100.00	\$ 31,100.00	\$ 20,000.00	\$ 20,000.00	\$ 14,687.00	\$ 14,687.00	\$ 15,000.00	\$ 15,000.00
02001	4	Construction Surveying	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 4,646.00	\$ 4,646.00	\$ 7,500.00	\$ 7,500.00
02050	5	Remove Existing 24" Storm Drain Pipe	216	LF	\$ 25.00	\$ 5,400.00	\$ 10.00	\$ 2,160.00	\$ 9.00	\$ 1,944.00	\$ 3.00	\$ 648.00
02050	6	Abandon Existing Storm Drain Manhole	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 500.00	\$ 1,000.00	\$ 681.00	\$ 1,362.00	\$ 750.00	\$ 1,500.00
02050	7	Remove Existing Storm Drain Inlet	2	EA	\$ 1,500.00	\$ 3,000.00	\$ 500.00	\$ 1,000.00	\$ 1,235.00	\$ 2,470.00	\$ 500.00	\$ 1,000.00
02050	8	Remove Existing Storm Drain Headwall	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,160.00	\$ 1,160.00	\$ 1,200.00	\$ 1,200.00
02050	9	Remove and Replace Existing Wooden Fence	115	LF	\$ 8.00	\$ 920.00	\$ 17.50	\$ 2,012.50	\$ 18.00	\$ 2,070.00	\$ 5.00	\$ 575.00
02050	10	Remove and Replace Existing Wooden Barrier and Posts	3	EA	\$ 200.00	\$ 600.00	\$ 750.00	\$ 2,250.00	\$ 370.00	\$ 1,110.00	\$ 300.00	\$ 900.00
02050	11	Remove Existing 36" HDPE Storm Drain Pipe	10	LF	\$ 20.00	\$ 200.00	\$ 50.00	\$ 500.00	\$ 12.50	\$ 125.00	\$ 25.00	\$ 250.00
02050	12	Remove Existing 12" -16" PVC Storm Drain Pipe	59	LF	\$ 8.00	\$ 472.00	\$ 10.00	\$ 590.00	\$ 11.50	\$ 678.50	\$ 10.00	\$ 590.00
02075	13	Remove Existing AC Pavement	986	SY	\$ 3.00	\$ 2,958.00	\$ 5.00	\$ 4,930.00	\$ 2.25	\$ 2,218.50	\$ 3.00	\$ 2,958.00
02075	14	Remove Existing 24" Curb and Gutter	40	LF	\$ 8.00	\$ 320.00	\$ 10.00	\$ 400.00	\$ 6.00	\$ 240.00	\$ 18.00	\$ 720.00
02075	15	Remove Existing Sidewalk	19	SY	\$ 20.00	\$ 380.00	\$ 10.00	\$ 190.00	\$ 13.50	\$ 256.50	\$ 20.00	\$ 380.00
02075	16	Remove Existing AC Pavement Trail	103	SY	\$ 3.00	\$ 309.00	\$ 5.00	\$ 515.00	\$ 2.25	\$ 231.75	\$ 6.00	\$ 618.00
02075	17	Sawcut Existing AC Pavement	667	LF	\$ 2.00	\$ 1,334.00	\$ 1.50	\$ 1,000.50	\$ 1.50	\$ 1,000.50	\$ 2.00	\$ 1,334.00
02075	18	Sawcut Existing Concrete	36	LF	\$ 5.00	\$ 180.00	\$ 1.50	\$ 54.00	\$ 7.00	\$ 252.00	\$ 6.00	\$ 216.00
02110	19	Clearing, Grubbing, and Topsoil Stripping	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 294.00	\$ 294.00	\$ 3,500.00	\$ 3,500.00
02110	20	Demo and Remove Dense Vegetation	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,729.50	\$ 1,729.50	\$ 1,100.00	\$ 1,100.00
02210	21	Unclassified Excavation for Energy Dissipator	50	CY	\$ 20.00	\$ 1,000.00	\$ 15.00	\$ 750.00	\$ 24.75	\$ 1,237.50	\$ 35.00	\$ 1,750.00
02220	22	Trench Excavation (4-10 FT)	388	LF	\$ 18.00	\$ 6,984.00	\$ 5.00	\$ 1,940.00	\$ 51.40	\$ 19,943.20	\$ 12.00	\$ 4,656.00
02220	23	Trench Excavation (10+ FT)	150	LF	\$ 22.00	\$ 3,300.00	\$ 10.00	\$ 1,500.00	\$ 59.70	\$ 8,955.00	\$ 18.00	\$ 2,700.00
02225	24	Trench Backfill (4-10 FT)	388	LF	\$ 20.00	\$ 7,760.00	\$ 5.00	\$ 1,940.00	\$ 0.01	\$ 3.88	\$ 14.00	\$ 5,432.00
02225	25	Trench Backfill (10+ FT)	150	LF	\$ 25.00	\$ 3,750.00	\$ 10.00	\$ 1,500.00	\$ 0.01	\$ 1.50	\$ 20.00	\$ 3,000.00
02225	26	Cement Treated Backfill	170	LF	\$ 80.00	\$ 13,600.00	\$ 15.00	\$ 2,550.00	\$ 61.60	\$ 10,472.00	\$ 125.00	\$ 21,250.00
02229	27	Cross Under Buried Utility	9	EA	\$ 250.00	\$ 2,250.00	\$ 500.00	\$ 4,500.00	\$ 223.00	\$ 2,007.00	\$ 500.00	\$ 4,500.00
02231	28	Crushed Aggregate Base Course	200	CY	\$ 34.00	\$ 6,800.00	\$ 30.00	\$ 6,000.00	\$ 25.70	\$ 5,140.00	\$ 40.00	\$ 8,000.00
02273	29	Riprap d50=18"	56	CY	\$ 100.00	\$ 5,600.00	\$ 50.00	\$ 2,800.00	\$ 34.75	\$ 1,946.00	\$ 90.00	\$ 5,040.00
02512	30	3" AC Pavement	961	SY	\$ 18.00	\$ 17,298.00	\$ 20.00	\$ 19,220.00	\$ 20.00	\$ 19,220.00	\$ 22.00	\$ 21,142.00
02512	31	3" AC Pavement Trail	103	SY	\$ 18.00	\$ 1,854.00	\$ 20.00	\$ 2,060.00	\$ 26.00	\$ 2,678.00	\$ 27.00	\$ 2,781.00
02528	32	24" Curb and Gutter	40	LF	\$ 36.00	\$ 1,440.00	\$ 40.00	\$ 1,600.00	\$ 38.00	\$ 1,520.00	\$ 32.00	\$ 1,280.00
02570	33	Reconstruct Valve Surface Pad	4	EA	\$ 500.00	\$ 2,000.00	\$ 250.00	\$ 1,000.00	\$ 192.00	\$ 768.00	\$ 350.00	\$ 1,400.00
02725	34	36" SRPE Storm Drain Pipe	39	LF	\$ 85.00	\$ 3,315.00	\$ 250.00	\$ 9,750.00	\$ 116.25	\$ 4,533.75	\$ 85.00	\$ 3,315.00
02725	35	42" SRPE Storm Drain Pipe	471	LF	\$ 90.00	\$ 42,390.00	\$ 150.00	\$ 70,650.00	\$ 93.00	\$ 43,803.00	\$ 95.00	\$ 44,745.00
02725	36	72" Storm Drain Manhole	3	EA	\$ 10,000.00	\$ 30,000.00	\$ 7,500.00	\$ 22,500.00	\$ 5,035.00	\$ 15,105.00	\$ 6,500.00	\$ 19,500.00
02725	37	24" Manhole Plug	1	EA	\$ 500.00	\$ 500.00	\$ 750.00	\$ 750.00	\$ 240.00	\$ 240.00	\$ 800.00	\$ 800.00
02725	38	2'x3' Drop Inlet w/ Frame and Grate	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 3,500.00	\$ 7,000.00	\$ 2,860.00	\$ 5,720.00	\$ 4,500.00	\$ 9,000.00
02725	39	Concrete Collar and Connect to Existing Storm Drain	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,876.00	\$ 3,876.00	\$ 1,500.00	\$ 1,500.00

Section No.	Bid Item No.	Item Description	Qty	Unit	Engineers Estimate		Copper Creek Construction		Harris Trucking & Construction		Wilson Bros. Construction	
					Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
02725	40	15" SDR 26 PVC Storm Drain Pipe	28	LF	\$ 20.00	\$ 560.00	\$ 25.00	\$ 700.00	\$ 23.50	\$ 658.00	\$ 25.00	\$ 700.00
02725	41	Leakage Testing	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,394.00	\$ 1,394.00	\$ 1,500.00	\$ 1,500.00
02725	42	Connect to Existing Storm Drain	2	EA	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 190.00	\$ 380.00	\$ 1,200.00	\$ 2,400.00
02776	43	4' Concrete Sidewalk	171	SF	\$ 5.00	\$ 855.00	\$ 15.00	\$ 2,565.00	\$ 8.00	\$ 1,368.00	\$ 15.00	\$ 2,565.00
02805	44	Remove, Salvage, and Reset Existing Stop Sign	1	EA	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00
02895	45	Geotextile Drainage Filter Fabric	56	SY	\$ 6.00	\$ 336.00	\$ 45.00	\$ 2,520.00	\$ 1.50	\$ 84.00	\$ 30.00	\$ 1,680.00
02900	46	Native Reseeding	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 4,500.00	\$ 4,500.00	\$ 1,200.00	\$ 1,200.00	\$ 2,000.00	\$ 2,000.00
03310	47	Energy Dissipator	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 40,000.00	\$ 40,000.00	\$ 30,590.00	\$ 30,590.00	\$ 11,500.00	\$ 11,500.00
04000	48	24" White Stop Bar	24	LF	\$ 4.00	\$ 96.00	\$ 15.00	\$ 360.00	\$ 7.25	\$ 174.00	\$ 45.00	\$ 1,080.00
04000	49	4" Double Yellow Roadway Striping	106	LF	\$ 3.00	\$ 318.00	\$ 10.00	\$ 1,060.00	\$ 4.00	\$ 424.00	\$ 25.00	\$ 2,650.00
					Total: \$ 237,929.00		Total: \$ 272,067.00		Total: \$ 225,044.08		Total: \$ 241,855.00	

**BID FORM**

**PROJECT IDENTIFICATION:**

12<sup>TH</sup> STREET STORM DRAIN

**CONTRACT ID & NUMBER:**

BID #2015-19

**ARTICLE 1 – BID RECIPIENT**

1.01 This Bid is submitted to:

THE CITY OF CODY, WYOMING

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

This Bid is submitted by:

BUSINESS: HARRIS TRUCKING & CONST. CO.

**ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS**

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 45 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**ARTICLE 3 – BIDDER’S REPRESENTATIONS**

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

Addendum No.

Addendum Date

_____	_____
_____	_____
_____	_____

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) All drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data".
- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

#### **ARTICLE 4 – BIDDER'S CERTIFICATION**

##### **4.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the unit prices included in the attached Bid Schedule, Pages 00410-6 and 00410-7.

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

#### ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of a Certified Check or Bank Money Order or Bid Bond;  
(Circle One)
- B. Wyoming Residency Certificate: Yes  No

#### ARTICLE 8 – BID SUBMITTAL

9.01 This Bid is submitted by: HARRIS TRUCKING & CONST. Co.

If Bidder is:

An Individual

Name (typed or printed): \_\_\_\_\_

By: \_\_\_\_\_  
(Individual's signature)

Doing business as: \_\_\_\_\_

A Partnership

Partnership Name: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

A Corporation

Corporation Name: INERIS TRUCKING & CONSTRUCTION Co. (SEAL)

State of Incorporation: Wyoming  
Type (General Business, Professional, Service, Limited Liability): \_\_\_\_\_

By: ROGER D. KOONITZ  
(Signature -- attach evidence of authority to sign)

Name (typed or printed): ROGER D. KOONITZ

Title: PRESIDENT  
(CORPORATE SEAL)

Attest Mary Anne Hoarty

Date of Qualification to do business in Wyoming is 2/24/49.

A Joint Venture

Name of Joint Venture: \_\_\_\_\_

First Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

(Signature of first joint venture partner -- attach evidence of authority to sign).

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Second Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 105 ROAD 2AB P.O. Box 296

Cody WY 82414

Phone No. (307) 587-4511 Fax No. (307) 587-6290

E-mail Ed.Kornitz@Bresnan.net

SUBMITTED on DECEMBER 10, 2015.

State Contractor License No. 80-054411.

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Owner: City of Cody  
 Description: 12th Street Storm Drain  
 GDA Engineers Project Number: 151117  
 Bid Date: 12/10/2015  
 Bid No: 2015-19

Section No.	Bid Item No.	Item Description	Qty	Unit	Unit Cost	Total Cost
02001	1	Mobilization	1	LS	\$ 14,687 <sup>00</sup>	14,687 <sup>00</sup>
01900	2	Underground Utility Mapping	1	LS	\$ 927 <sup>00</sup>	927 <sup>00</sup>
01950	3	Traffic Control	1	LS	\$ 4,000 <sup>00</sup>	4,000 <sup>00</sup>
02001	4	Construction Surveying	1	LS	\$ 4,646 <sup>00</sup>	4,646 <sup>00</sup>
02050	5	Remove Existing 24" Storm Drain Pipe	216	LF	\$ 9 <sup>00</sup>	1,944 <sup>00</sup>
02050	6	Abandon Existing Storm Drain Manhole	2	EA	\$ 681 <sup>00</sup>	1,362 <sup>00</sup>
02050	7	Remove Existing Storm Drain Inlet	2	EA	\$ 1,235 <sup>00</sup>	2,470 <sup>00</sup>
02050	8	Remove Existing Storm Drain Headwall	1	EA	\$ 1,160 <sup>00</sup>	1,160 <sup>00</sup>
02050	9	Remove and Replace Existing Wooden Fence	115	LF	\$ 18 <sup>00</sup>	2,070 <sup>00</sup>
02050	10	Remove and Replace Existing Wooden Barrier and Posts	3	EA	\$ 370 <sup>00</sup>	1,110 <sup>00</sup>
02050	11	Remove Existing 36" HDPE Storm Drain Pipe	10	LF	\$ 12 <sup>50</sup>	125 <sup>00</sup>
02050	12	Remove Existing 12"-16" PVC Storm Drain Pipe	59	LF	\$ 11 <sup>50</sup>	678 <sup>50</sup>
02075	13	Remove Existing AC Pavement	986	SY	\$ 2 <sup>25</sup>	2,218 <sup>50</sup>
02075	14	Remove Existing 24" Curb and Gutter	40	LF	\$ 6 <sup>00</sup>	240 <sup>00</sup>
02075	15	Remove Existing Sidewalk	19	SY	\$ 13 <sup>50</sup>	256 <sup>50</sup>
02075	16	Remove Existing AC Pavement Trail	103	SY	\$ 2 <sup>25</sup>	231 <sup>75</sup>
02075	17	Sawcut Existing AC Pavement	667	LF	\$ 1 <sup>50</sup>	1,000 <sup>50</sup>
02075	18	Sawcut Existing Concrete	36	LF	\$ 7 <sup>00</sup>	252 <sup>00</sup>
02110	19	Clearing, Grubbing, and Topsoil Stripping	1	LS	\$ 294 <sup>00</sup>	294 <sup>00</sup>
02110	20	Demo and Remove Dense Vegetation	1	LS	\$ 1,729 <sup>50</sup>	1,729 <sup>50</sup>
02210	21	Unclassified Excavation for Energy Dissipator	50	CY	\$ 24 <sup>75</sup>	1,237 <sup>50</sup>
02220	22	Trench Excavation (4-10 FT)	388	LF	\$ 51 <sup>40</sup>	19,943 <sup>20</sup>
02220	23	Trench Excavation (10+ FT)	150	LF	\$ 59 <sup>70</sup>	8,955 <sup>00</sup>
02225	24	Trench Backfill (4-10 FT)	388	LF	\$ 0 <sup>01</sup>	3 <sup>88</sup>
02225	25	Trench Backfill (10+ FT)	150	LF	\$ 0 <sup>01</sup>	1 <sup>50</sup>
02225	26	Cement Treated Backfill	170	LF	\$ 61 <sup>60</sup>	10,472 <sup>00</sup>
02229	27	Cross Under Buried Utility	9	EA	\$ 223 <sup>00</sup>	2,007 <sup>00</sup>
02231	28	Crushed Aggregate Base Course	200	CY	\$ 25 <sup>70</sup>	5,140 <sup>00</sup>
02273	29	Riprap d50=18"	56	CY	\$ 34 <sup>75</sup>	1,946 <sup>00</sup>
02512	30	3" AC Pavement	961	SY	\$ 20 <sup>00</sup>	19,220 <sup>00</sup>
02512	31	3" AC Pavement Trail	103	SY	\$ 26 <sup>00</sup>	2,678 <sup>00</sup>
02528	32	24" Curb and Gutter	40	LF	\$ 38 <sup>00</sup>	1,520 <sup>00</sup>

02570	33	Reconstruct Valve Surface Pad	4	EA	\$ 192 <sup>00</sup>	768 <sup>00</sup>
02725	34	36" SRPE Storm Drain Pipe	39	LF	\$ 116 <sup>25</sup>	4,533 <sup>75</sup>
02725	35	42" SRPE Storm Drain Pipe	471	LF	\$ 93 <sup>00</sup>	43,803 <sup>00</sup>
02725	36	72" Storm Drain Manhole	3	EA	\$ 5035 <sup>00</sup>	15,105 <sup>00</sup>
02725	37	24" Manhole Plug	1	EA	\$ 240 <sup>00</sup>	240 <sup>00</sup>
02725	38	2'x3' Drop Inlet w/ Frame and Grate	2	EA	\$ 2860 <sup>00</sup>	5,720 <sup>00</sup>
02725	39	Concrete Collar and Connect to Existing Storm Drain	1	EA	\$ 3876 <sup>00</sup>	3,876 <sup>00</sup>
02725	40	15" SDR 26 PVC Storm Drain Pipe	28	LF	\$ 23 <sup>00</sup>	658 <sup>00</sup>
02725	41	Leakage Testing	1	LS	\$ 1394 <sup>00</sup>	1,394 <sup>00</sup>
02725	42	Connect to Existing Storm Drain	2	EA	\$ 190 <sup>00</sup>	380 <sup>00</sup>
02776	43	4' Concrete Sidewalk	171	SF	\$ 8 <sup>00</sup>	1,368 <sup>00</sup>
02805	44	Remove, Salvage, and Reset Existing Stop Sign	1	EA	\$ 200 <sup>00</sup>	200 <sup>00</sup>
02895	45	Geotextile Drainage Filter Fabric	56	SY	\$ 1 <sup>50</sup>	84 <sup>00</sup>
02900	46	Native Reseeding	1	LS	\$ 1200 <sup>00</sup>	1,200 <sup>00</sup>
03310	47	Energy Dissipator	1	LS	\$ 30,590 <sup>00</sup>	30,590 <sup>00</sup>
04000	48	24" White Stop Bar	24	LF	\$ 7 <sup>25</sup>	174 <sup>00</sup>
04000	49	4" Double Yellow Roadway Striping	106	LF	\$ 4 <sup>00</sup>	424 <sup>00</sup>

ESTIMATED QUANTITIES ARE NOT GUARANTEED, AND ARE SOLELY FOR THE PURPOSE OF COMPARISON OF BIDS AND DETERMINATION OF INITIAL CONTRACT PRICE.

TOTAL BID

TWO HUNDRED TWENTY FIVE THOUSAND FORTY FOUR DOLLARS EIGHT CENTS

\$ 225,044<sup>08</sup>

**BID BOND**

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER *(Name and Address):*

SURETY *(Name and Address of Principal Place of Business):*

OWNER *(Name and Address):*

CITY OF CODY, WYOMING  
P.O. BOX 2200  
CODY, WY 82414

*SEE ATTACHED  
BID BOND*

BID

Bid Due Date:

Description *(Name and Location):* **12<sup>TH</sup> STREET STORM DRAIN, CODY, WYOMING**

BOND

Bond Number:

Date *(Not earlier than Bid due date):*

Penal sum \_\_\_\_\_ \$ \_\_\_\_\_  
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

**BIDDER**

**SURETY**

\_\_\_\_\_  
Bidder's Name and Corporate Seal (Seal)

\_\_\_\_\_  
Surety's Name and Corporate Seal (Seal)

By: \_\_\_\_\_  
Signature and Title

By: \_\_\_\_\_  
Signature and Title (Attach Power of Attorney)

Attest: \_\_\_\_\_  
Signature and Title

Attest: \_\_\_\_\_  
Signature and Title

*Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.*

PENAL SUM FORM

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



**UNITED FIRE & CASUALTY COMPANY 118 Second Avenue SE, PO Box 73909  
Cedar Rapids, Iowa 52407-3909 319-399-5700**

**Bid Bond**

**CONTRACTOR:**

*(Name, legal status and address)*

Harris Trucking & Construction Company  
P.O. Box 296  
Cody, WY 82414

**SURETY:**

*(Name, legal status and principal place of business)*

United Fire & Casualty Company  
118 Second Avenue SE  
P.O. Box 73909  
Cedar Rapids, Iowa 52407

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

**OWNER:**

*(Name, legal status and address)*

City of Cody  
1338 Rumsey Ave. P.O. Box 2200  
Cody, WY 82414

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**BOND AMOUNT:**

5% Five Percent of Amount Bid

**PROJECT:**

*(Name, location or address, and Project number, if any)*

12th Street Storm Drain

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 10th day of December, 2015

*Alicia A. Matto*  
(Witness)

Harris Trucking & Construction Company  
(Principal) \_\_\_\_\_ (Seal)  
By: *Robert D. Frontz*  
(Title) ROBERT D. FRONTZ PRESIDENT

*Carol Turgeon*  
(Witness)

UNITED FIRE & CASUALTY COMPANY  
(Surety) \_\_\_\_\_ (Seal)  
By: *Carol Turgeon*  
(Title) Attorney in Fact  
Carol Turgeon



The language in this document conforms exactly to the language used in AIA Document A310 2010 edition.



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX  
 FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA

Inquiries: Surety Department  
 118 Second Ave SE  
 Cedar Rapids, IA 52401

**CERTIFIED COPY OF POWER OF ATTORNEY**  
 (original on file at Home Office of Company – See Certification)

KNOW ALL PERSONS BY THESE PRESENTS, That UNITED FIRE & CASUALTY COMPANY, a corporation duly organized and existing under the laws of the State of Iowa; UNITED FIRE & INDEMNITY COMPANY, a corporation duly organized and existing under the laws of the State of Texas; and FINANCIAL PACIFIC INSURANCE COMPANY, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint Carol Turgeon their true and lawful Attorney-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00

Surety Bond Number: Bid Bond  
 Principal: Harris Trucking & Construction Company  
 Obligee: City of Cody

and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, AND FINANCIAL PACIFIC INSURANCE COMPANY.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, and FINANCIAL PACIFIC INSURANCE COMPANY.

**“Article VI – Surety Bonds and Undertakings”**

Section 2, Appointment of Attorney-in-Fact. “The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 25<sup>th</sup> day of June, 2015



UNITED FIRE & CASUALTY COMPANY  
 UNITED FIRE & INDEMNITY COMPANY  
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richman* Vice President

State of Iowa, County of Linn, ss:

On 25<sup>th</sup> Day of June, 2015, before me personally came Dennis J. Richman to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of UNITED FIRE & CASUALTY COMPANY, a Vice President of UNITED FIRE & INDEMNITY COMPANY, and a Vice President of FINANCIAL PACIFIC INSURANCE COMPANY the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



*Mary A. Bertsch* Notary Public  
 My commission expires: 10/26/2016

I, David A. Lange, Secretary of UNITED FIRE & CASUALTY COMPANY and Assistant Secretary of UNITED FIRE & INDEMNITY COMPANY, and Assistant Secretary of FINANCIAL PACIFIC INSURANCE COMPANY, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 10<sup>th</sup> day of December 20 15



By: *David A. Lange*  
 Secretary, UF&C  
 Assistant Secretary, UF&I/FPIC

CERTIFICATE OF ADOPTION

The undersigned, the duly elected, qualified and acting Secretary of HARRIS TRUCKING AND CONSTRUCTION CO., a Wyoming corporation, does hereby certify that the above and foregoing By-Laws were duly adopted by the Board of Directors of said Corporation on September 14, 1979, and are now and have been ever since that date been the By-Laws of said Corporation. These By-Laws are still in full force and effect and have not been amended or expressly delegated by the Board of Directors.

RESOLVED, that Roger D. Koontz, the President shall be the principal executive officer of the Corporation and Mary Anne Koontz Secretary/Treasurer and they each hereby are, authorized and directed to enter into, sign, execute, deliver and perform contracts, agreements and bonds on behalf of Harris Trucking and Construction Company.

IN WITNESS WHEREOF, I hereunto set my hand and affixed the seal of Harris Trucking and Construction Co. this 10th day of November, 2015.

A handwritten signature in blue ink that reads "Mary Anne Koontz". The signature is written in a cursive style and is positioned above a horizontal line.

Mary Anne Koontz  
Secretary

(Corporate Seal)



# STATE OF WYOMING CERTIFICATE OF RESIDENCY STATUS

NO. 0434

THIS CERTIFIES THAT: HARRIS TRUCKING & CONSTRUCTION COMPANY

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING  
STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL  
BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR  
A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 2nd DAY OF August TWO THOUSAND AND 15

CHERIE DOAK, DEPUTY ADMINISTRATOR

EXPIRATION DATE: 8/1/16

RESUBMIT THIS DOCUMENT FOR RENEWAL PRIOR TO EXPIRATION DATE TO:  
LABOR STANDARDS, 1510 E. PERSHING, WEST WING, ROOM 150, CHEYENNE, WY 82002.

**BID FORM**

**PROJECT IDENTIFICATION:**

12<sup>TH</sup> STREET STORM DRAIN

**CONTRACT ID & NUMBER:**

BID #2015-19

**ARTICLE 1 – BID RECIPIENT**

1.01 This Bid is submitted to:

THE CITY OF CODY, WYOMING

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

This Bid is submitted by:

BUSINESS: Wilson Bros. Construction Inc.

**ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS**

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 45 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**ARTICLE 3 – BIDDER’S REPRESENTATIONS**

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
_____	_____
_____	_____
_____	_____

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) All drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data".
- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

#### **ARTICLE 4 – BIDDER'S CERTIFICATION**

##### **4.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

Name (typed or printed): \_\_\_\_\_

By: \_\_\_\_\_  
(Individual's signature)

Doing business as: \_\_\_\_\_

A Partnership

Partnership Name: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

A Corporation

Corporation Name: Wilson Bros Construction, Inc.

State of Incorporation: Wyoming

Type (General Business, Professional, Service, Limited Liability): Gen Bus

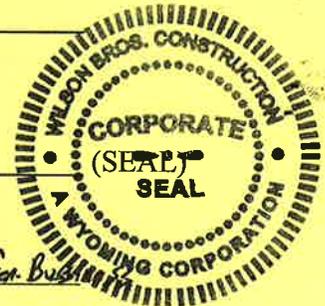
By: Jeffrey M Wilson  
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Jeffrey M Wilson

Title: Business Manager  
(CORPORATE SEAL)

Attest: Laura V Wardenstrom

Date of Qualification to do business in Wyoming is 02/02/03.



A Joint Venture

Name of Joint Venture: \_\_\_\_\_

First Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the unit prices included in the attached Bid Schedule, Pages 00410-6 and 00410-7.

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

#### ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of a Certified Check or Bank Money Order or Bid Bond (Circle One)
- B. Wyoming Residency Certificate: Yes  No

#### ARTICLE 8 – BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

(Signature of first joint venture partner -- attach evidence of authority to sign).

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Second Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 980 Road 7 PO Box 636  
Cowley, WY 82420

Phone No. 307-548-6559 Fax No. 307-548-6594

E-mail office@wilson-bros.com

SUBMITTED on December 10, 2015.

State Contractor License No. \_\_\_\_\_

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Owner: City of Cody  
 Description: 12th Street Storm Drain  
 GDA Engineers Project Number: 151117  
 Bid Date: 12/10/2015  
 Bid No: 2015-19

Section No.	Bid Item No.	Item Description	Qty	Unit	Unit Cost	Total Cost
02001	1	Mobilization	1	LS	15,000.00	15,000.00
01900	2	Underground Utility Mapping	1	LS	5,000.00	5,000.00
01950	3	Traffic Control	1	LS	7,500.00	7,500.00
02001	4	Construction Surveying	1	LS	7,500.00	7,500.00
02050	5	Remove Existing 24" Storm Drain Pipe	216	LF	3.00	648.00
02050	6	Abandon Existing Storm Drain Manhole	2	EA	750.00	1500.00
02050	7	Remove Existing Storm Drain Inlet	2	EA	500.00	1000.00
02050	8	Remove Existing Storm Drain Headwall	1	EA	1200.00	1200.00
02050	9	Remove and Replace Existing Wooden Fence	115	LF	5.00	575.00
02050	10	Remove and Replace Existing Wooden Barrier and Posts	3	EA	300.00	900.00
02050	11	Remove Existing 36" HDPE Storm Drain Pipe	10	LF	25.00	250.00
02050	12	Remove Existing 12"-16" PVC Storm Drain Pipe	59	LF	10.00	590.00
02075	13	Remove Existing AC Pavement	986	SY	3.00	2958.00
02075	14	Remove Existing 24" Curb and Gutter	40	LF	18.00	720.00
02075	15	Remove Existing Sidewalk	19	SY	20.00	380.00
02075	16	Remove Existing AC Pavement Trail	103	SY	6.00	618.00
02075	17	Sawcut Existing AC Pavement	667	LF	<del>7.25</del> 2.00	1334.00
02075	18	Sawcut Existing Concrete	36	LF	6.00	216.00
02110	19	Clearing, Grubbing, and Topsoil Stripping	1	LS	3500.00	3500.00
02110	20	Demo and Remove Dense Vegetation	1	LS	1,100.00	1100.00
02210	21	Unclassified Excavation for Energy Dissipator	50	CY	35.00	1750.00
02220	22	Trench Excavation (4-10 FT)	388	LF	12.00	4656.00
02220	23	Trench Excavation (10+ FT)	150	LF	18.00	2700.00
02225	24	Trench Backfill (4-10 FT)	388	LF	14.00	5432.00
02225	25	Trench Backfill (10+ FT)	150	LF	20.00	3000.00
02225	26	Cement Treated Backfill	170	LF	125.00	21250.00
02229	27	Cross Under Buried Utility	9	EA	500.00	4500.00
02231	28	Crushed Aggregate Base Course	200	CY	40.00	8000.00
02273	29	Riprap d50=18"	56	CY	90.00	5040.00
02512	30	3" AC Pavement	961	SY	22.00	21142.00
02512	31	3" AC Pavement Trail	103	SY	27.00	2781.00
02528	32	24" Curb and Gutter	40	LF	32.00	1280.00

02570	33	Reconstruct Valve Surface Pad	4	EA	350.00	1400.00
02725	34	36" SRPE Storm Drain Pipe	39	LF	85.00	3315.00
02725	35	42" SRPE Storm Drain Pipe	471	LF	<del>74.25</del> 95.00	44745.00
02725	36	72" Storm Drain Manhole	3	EA	6500.00	19500.00
02725	37	24" Manhole Plug	1	EA	800.00	800.00
02725	38	2'x3' Drop Inlet w/ Frame and Grate	2	EA	4500.00	9000.00
02725	39	Concrete Collar and Connect to Existing Storm Drain	1	EA	1500.00	1500.00
02725	40	15" SDR 26 PVC Storm Drain Pipe	28	LF	25.00	700.00
02725	41	Leakage Testing	1	LS	1500.00	1500.00
02725	42	Connect to Existing Storm Drain	2	EA	1200.00	2400.00
02776	43	4' Concrete Sidewalk	171	SF	15.00	2565.00
02805	44	Remove, Salvage, and Reset Existing Stop Sign	1	EA	1500.00	1500.00
02895	45	Geotextile Drainage Filter Fabric	56	SY	30.00	1680.00
02900	46	Native Reseeding	1	LS	2000.00	2000.00
03310	47	Energy Dissipator	1	LS	11500.00	11,500.00
04000	48	24" White Stop Bar	24	LF	45.00	1080.00
04000	49	4" Double Yellow Roadway Striping	106	LF	25.00	2650.00

ESTIMATED QUANTITIES ARE NOT GUARANTEED, AND ARE SOLELY FOR THE PURPOSE OF COMPARISON OF BIDS AND DETERMINATION OF INITIAL CONTRACT PRICE.

Total \$ 241,855.00

Two Hundred Forty-One Thousand Eight Hundred  
Fifty-Five Dollars and Zero Cents

## GENERAL POWER OF ATTORNEY

I, Wes and Kim Wilson, President and vice President of Wilson Bros. Construction, Inc. residing at 980 Road 7 Cowley, WY 82420, hereby appoint Jeffery M. Wilson as our Attorney-in Fact ("Agent").

My Agent shall have full power and authority to act on my behalf. This power and authority shall authorize my Agent to manage and conduct all of my affairs and to exercise all of my legal rights and power. My Agent's powers shall include, but not be limited to the power to:

- a. Obtain information or documents from any government or its agencies, and negotiate, compromise or settle any matter with such government or agency with regards to construction contracts.
- b. Prepare applications, provide information, and perform any other act reasonably requested by any government or its agencies in connection with construction contracts.
- c. Sign any commitment or contracts for construction with the Wyoming Department of Transportation.

This Power of Attorney shall be construed broadly as a General Power of Attorney. The listing of specific powers is not intended to limit or restrict the general powers granted in this Power of Attorney in any manner.

Any power or authority granted to my Agent under this document shall be limited to the extent necessary to prevent this Power of Attorney from causing: (i) my income to be taxable to my Agent, (ii) my assets to be subject to a general power of appointment by my Agent, and (iii) my Agent to have any incidents of ownership with respect to any life insurance policies that I may own on the life of my Agent.

My Agent shall not be liable for any loss that results from a judgment error that was made in good faith. However, my Agent shall be liable for willful misconduct or the failure to act in good faith while acting under the authority of this Power of Attorney. I authorize my Agent to indemnify and hold harmless any third party who accepts and acts under this document. My Agent shall be entitled to reimbursement of all reasonable expenses incurred in connection with this Power of Attorney.

My Agent shall provide an accounting for all funds handled and all acts performed as my Agent, if I so request or if such a request is made by any authorized personal representative or fiduciary acting on my behalf.

This Power of Attorney shall become effective immediately and shall not be affected by my disability or lack of mental competence, except as may be provided otherwise by applicable state statute. This is a Durable Power of Attorney. This Power of Attorney shall continue effective until my death. This Power of Attorney may be revoked by me at any time by providing written notice to my Agent.

Dated: November 11, 2014

Signature: C. Wes Wilson

C. Wes Wilson, President

Signature: Kim Wilson

Kim Wilson, Vice-President

Debra Nordenstam

Witness Signature

Debra Nordenstam

Witness printed full legal name

Debra Nordenstam

Witness Signature

Debra Nordenstam

Witness printed full legal name

Acknowledgement:

State of Wyoming

County of big Horn

*16<sup>th</sup> day of November WW KW 2014*

The foregoing instrument was acknowledged before me this ~~20<sup>th</sup> Day of September 2012~~ by C. Wes Wilson and Kim Wilson who are personally known to me.

John Wilson

Signature of person taking acknowledgement

John Wilson

Name typed, printed, or stamped

Project Manager

Title or rank

---

**BID BOND**

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address): Wilson Bros. Construction, Inc.  
PO Box 636  
Cowley, WY 82420

SURETY (Name and Address of Principal Place of Business): UNITED FIRE & CASUALTY COMPANY  
P.O. BOX 73909  
CEDAR RAPIDS, IOWA 52407

OWNER (Name and Address):  
CITY OF CODY, WYOMING  
P.O. BOX 2200  
CODY, WY 82414

**BID**

Bid Due Date: December 10, 2015  
Description (Name and Location): 12<sup>TH</sup> STREET STORM DRAIN, CODY, WYOMING

**BOND**

Bond Number: BBSU  
Date (Not earlier than Bid due date): DECEMBER 10, 2015  
Penal sum FIVE PERCENT OF AMOUNT BID -\$ 5%  
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

**BIDDER** Wilson Bros. Construction, Inc. **SURETY** UNITED FIRE & CASUALTY COMPANY  
Bidder's Name and Corporate Seal (Seal) Surety's Name and Corporate Seal

By: [Signature] Signature and Title Business Manager By: [Signature] Signature and Title (Attach Power of Attorney)  
VICKI DICKS, ATTORNEY-IN-FACT

Attest: [Signature] Signature and Title Secretary Attest: [Signature] Signature and Title  
Brenda Schaefer

Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.

## PENAL SUM FORM

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
UNITED FIRE & INDEMNITY COMPANY, GALVESTON, TX  
FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA  
CERTIFIED COPY OF POWER OF ATTORNEY

Inquiries: Surety Department  
118 Second Ave SE  
Cedar Rapids, IA 52401

(original on file at Home Office of Company – See Certification)

KNOW ALL PERSONS BY THESE PRESENTS, That UNITED FIRE & CASUALTY COMPANY, a corporation duly organized and existing under the laws of the State of Iowa; UNITED FIRE & INDEMNITY COMPANY, a corporation duly organized and existing under the laws of the State of Texas; and FINANCIAL PACIFIC INSURANCE COMPANY, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint ROBERT B. ZOTTI, OR CHARLENE E. PFLIEGER, OF ROCK SPRINGS, WY; OR DEE ANN HANSEN, OR DIANA SWOPES, OR CHRISTINE MCRADY, OF CHEYENNE, WY; OR PHYLLIS L. GASPER, OR TARA SCHEFFELMAER, OF GILLETTE, WY; OR DOUGLAS BOTT, OF SHERIDAN, WY, OR STEPHEN M. DODSON, OR MARY MCNEILL, OF RIVERTON, WY; OR LUCAS ANDERSON, OR JAKE STEPHENS, OR CAROL TURGEON, OF CODY, WY; OR VICKI DICKS, OF POWELL, WY; OR JOAN BYRD, OF WORLAND, WY; OR DAVID S. OF CASPER WY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, AND FINANCIAL PACIFIC INSURANCE COMPANY.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, and FINANCIAL PACIFIC INSURANCE COMPANY.

“Article VI – Surety Bonds and Undertakings”

Section 2, Appointment of Attorney-in-Fact. “The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 10th day of June, 2014

UNITED FIRE & CASUALTY COMPANY  
UNITED FIRE & INDEMNITY COMPANY  
FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richman* Vice President



State of Iowa, County of Linn, ss:  
On 10th day of June, 2014, before me personally came Dennis J. Richmann

to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of UNITED FIRE & CASUALTY COMPANY, a Vice President of UNITED FIRE & INDEMNITY COMPANY, and a Vice President of FINANCIAL PACIFIC INSURANCE COMPANY the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.

*Judith A. Davis* Notary Public  
My commission expires: 4/23/2015



I, David A. Lange, Secretary of UNITED FIRE & CASUALTY COMPANY and Assistant Secretary of UNITED FIRE & INDEMNITY COMPANY, and Assistant Secretary of FINANCIAL PACIFIC INSURANCE COMPANY, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 10<sup>th</sup> day of December, 2015.



By: *David A. Lange*  
Secretary, UF&C  
Assistant Secretary, UF&I/FPIC



# STATE OF WYOMING CERTIFICATE OF RESIDENCY STATUS

NO. 0665

THIS CERTIFIES THAT: \_\_\_\_\_ WILSON BROS. CONSTRUCTION, INC.

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 2<sup>nd</sup> DAY OF December TWO THOUSAND AND 15

CHERIE DOAK, DEPUTY ADMINISTRATOR

EXPIRATION DATE: 12/1/16

RESUBMIT THIS DOCUMENT FOR RENEWAL PRIOR TO EXPIRATION DATE TO:  
LABOR STANDARDS, 1510 E. PERSHING, WEST WING, ROOM 150, CHEYENNE, WY 82002.

**BID FORM**

**PROJECT IDENTIFICATION:**

12<sup>TH</sup> STREET STORM DRAIN

**CONTRACT ID & NUMBER:**

BID #2015-19

**ARTICLE 1 – BID RECIPIENT**

1.01 This Bid is submitted to:

THE CITY OF CODY, WYOMING

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

This Bid is submitted by:

BUSINESS: Copper Creek Construction, LLC

**ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS**

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 45 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**ARTICLE 3 – BIDDER’S REPRESENTATIONS**

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
<u>N/A</u>	<u>N/A</u>
_____	_____
_____	_____

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) All drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data".
- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

#### **ARTICLE 4 – BIDDER'S CERTIFICATION**

##### **4.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the unit prices included in the attached Bid Schedule, Pages 00410-6 and 00410-7.

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

#### ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions, on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of a Certified Check or Bank Money Order or Bid Bond;  
(Circle One)
- B. Wyoming Residency Certificate: Yes  No

#### ARTICLE 8 – BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

Name (typed or printed): \_\_\_\_\_

By: \_\_\_\_\_  
(Individual's signature)

Doing business as: \_\_\_\_\_

A Partnership

Partnership Name: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

A Corporation

Corporation Name: Copper Creek Construction, LLC (SEAL)

State of Incorporation: WYOMING

Type (General Business, Professional, Service, Limited Liability): General Contractor

By: John B. Nauman  
(Signature -- attach evidence of authority to sign)

Name (typed or printed): John B. Nauman

Title: CO-Manager  
(CORPORATE SEAL)

Attest: Teresa Nauman

Date of Qualification to do business in Wyoming is 6/19/2012

A Joint Venture

Name of Joint Venture: \_\_\_\_\_

First Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

(Signature of first joint venture partner -- attach evidence of authority to sign).

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Second Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 110 Big Horn Ave E.  
Basin, WY 82410

Phone No. 307-568-2010 Fax No. 568-2010

E-mail teresa@coppercreekc.com

SUBMITTED on Dec 10<sup>th</sup>, 2015.

State Contractor License No. 0943.

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Owner: City of Cody  
 Description: 12th Street Storm Drain  
 GDA Engineers Project Number: 151117  
 Bid Date: 12/10/2015  
 Bid No: 2015-19

Section No.	Bid Item No.	Item Description	Qty	Unit	Unit Cost	Total Cost
02001	1	Mobilization	1	LS	20,000. <sup>00</sup>	20,000. <sup>00</sup>
01900	2	Underground Utility Mapping	1	LS	2,500. <sup>00</sup>	2,500. <sup>00</sup>
01950	3	Traffic Control	1	LS	5,000. <sup>00</sup>	5,000. <sup>00</sup>
02001	4	Construction Surveying	1	LS	3,500. <sup>00</sup>	3,500. <sup>00</sup>
02050	5	Remove Existing 24" Storm Drain Pipe	216	LF	10. <sup>00</sup>	2,160. <sup>00</sup>
02050	6	Abandon Existing Storm Drain Manhole	2	EA	500. <sup>00</sup>	1,000. <sup>00</sup>
02050	7	Remove Existing Storm Drain Inlet	2	EA	500. <sup>00</sup>	1,000. <sup>00</sup>
02050	8	Remove Existing Storm Drain Headwall	1	EA	2,000. <sup>00</sup>	2,000. <sup>00</sup>
02050	9	Remove and Replace Existing Wooden Fence	115	LF	17.50	2,012.50
02050	10	Remove and Replace Existing Wooden Barrier and Posts	3	EA	750. <sup>00</sup>	2,250. <sup>00</sup>
02050	11	Remove Existing 36" HDPE Storm Drain Pipe	10	LF	50. <sup>00</sup>	500. <sup>00</sup>
02050	12	Remove Existing 12"-16" PVC Storm Drain Pipe	59	LF	10. <sup>00</sup>	590. <sup>00</sup>
02075	13	Remove Existing AC Pavement	986	SY	5. <sup>00</sup>	4,930. <sup>00</sup>
02075	14	Remove Existing 24" Curb and Gutter	40	LF	10. <sup>00</sup>	400. <sup>00</sup>
02075	15	Remove Existing Sidewalk	19	SY	10. <sup>00</sup>	190. <sup>00</sup>
02075	16	Remove Existing AC Pavement Trail	103	SY	5. <sup>00</sup>	515. <sup>00</sup>
02075	17	Sawcut Existing AC Pavement	667	LF	1.50	1,000.50
02075	18	Sawcut Existing Concrete	36	LF	1.50	54. <sup>00</sup>
02110	19	Clearing, Grubbing, and Topsoil Stripping	1	LS	5,000. <sup>00</sup>	5,000. <sup>00</sup>
02110	20	Demo and Remove Dense Vegetation	1	LS	3,000. <sup>00</sup>	3,000. <sup>00</sup>
02210	21	Unclassified Excavation for Energy Dissipator	50	CY	15. <sup>00</sup>	750. <sup>00</sup>
02220	22	Trench Excavation (4-10 FT)	388	LF	5. <sup>00</sup>	1,940. <sup>00</sup>
02220	23	Trench Excavation (10+ FT)	150	LF	10. <sup>00</sup>	1,500. <sup>00</sup>
02225	24	Trench Backfill (4-10 FT)	388	LF	5. <sup>00</sup>	1,940. <sup>00</sup>
02225	25	Trench Backfill (10+ FT)	150	LF	10. <sup>00</sup>	1,500. <sup>00</sup>
02225	26	Cement Treated Backfill	170	LF	15. <sup>00</sup>	2,550. <sup>00</sup>
02229	27	Cross Under Buried Utility	9	EA	500. <sup>00</sup>	4,500. <sup>00</sup>
02231	28	Crushed Aggregate Base Course	200	CY	30. <sup>00</sup>	6,000. <sup>00</sup>
02273	29	Riprap d50=18"	56	CY	50. <sup>00</sup>	2,800. <sup>00</sup>
02512	30	3" AC Pavement	961	SY	20. <sup>00</sup>	19,220. <sup>00</sup>
02512	31	3" AC Pavement Trail	103	SY	20. <sup>00</sup>	2,060. <sup>00</sup>
02528	32	24" Curb and Gutter	40	LF	40. <sup>00</sup>	1,600. <sup>00</sup>

02570	33	Reconstruct Valve Surface Pad	4	EA	250.00	1,000.00
02725	34	36" SRPE Storm Drain Pipe	39	LF	250.00	9,750.00
02725	35	42" SRPE Storm Drain Pipe	471	LF	150.00	70,650.00
02725	36	72" Storm Drain Manhole	3	EA	7,500.00	22,500.00
02725	37	24" Manhole Plug	1	EA	750.00	750.00
02725	38	2'x3' Drop Inlet w/ Frame and Grate	2	EA	3,500.00	7,000.00
02725	39	Concrete Collar and Connect to Existing Storm Drain	1	EA	1,000.00	1,000.00
02725	40	15" SDR 26 PVC Storm Drain Pipe	28	LF	25.00	700.00
02725	41	Leakage Testing	1	LS	2,500.00	2,500.00
02725	42	Connect to Existing Storm Drain	2	EA	500.00	1,000.00
02776	43	4' Concrete Sidewalk	171	SF	15.00	2,565.00
02805	44	Remove, Salvage, and Reset Existing Stop Sign	1	EA	250.00	250.00
02895	45	Geotextile Drainage Filter Fabric	56	SY	45.00	2,520.00
02900	46	Native Reseeding	1	LS	4,500.00	4,500.00
03310	47	Energy Dissipator	1	LS	40,000.00	40,000.00
04000	48	24" White Stop Bar	24	LF	15.00	360.00
04000	49	4" Double Yellow Roadway Striping	106	LF	10.00	1,060.00

ESTIMATED QUANTITIES ARE NOT GUARANTEED, AND ARE SOLELY FOR THE PURPOSE OF COMPARISON OF BIDS AND DETERMINATION OF INITIAL CONTRACT PRICE.

Total 272,067.00

Two Hundred Seventy Two Thousand,  
Sixty Seven Dollars & zero cents



# STATE OF WYOMING

## CERTIFICATE OF RESIDENCY STATUS

NO. 0943

THIS CERTIFIES THAT:

COPPER CREEK CONSTRUCTION, LLC

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 14th DAY OF August TWO THOUSAND AND 15

  
CHERIE DOAK, DEPUTY ADMINISTRATOR

EXPIRATION DATE: 8/13/16

RESUBMIT THIS DOCUMENT FOR RENEWAL PRIOR TO EXPIRATION DATE TO:  
LABOR STANDARDS, 1510 E. PERSHING, WEST WING, ROOM 150, CHEYENNE, WY 82002.

**Copper Creek Construction, LLC**

110 Big Horn Ave E,  
Basin, WY 82410  
(307) 272-9164

lms@a@coppercreek.com



November 4, 2014

**Re: Authority to Sign**

I, John B Nauman, co-managing member of Copper Creek Construction, LLC, a Wyoming limited liability company, hereby certify that the following resolution was duly adopted by the members and managers of Copper Creek Construction, LLC, effective May 23, 2014.

RESOLVED, that on the 23<sup>rd</sup> day of May, 2014, Teresa Nauman and John B Nauman were appointed as Co-Managers of Copper Creek Construction, LLC on the 23<sup>rd</sup> day of May, 2014, hereby are authorized and directed to enter into, sign, execute, deliver and perform on behalf of Copper Creek Construction, LLC contracts and agreements related to the construction business of the Company.

I further certify that on this date, said RESOLUTION has not been amended or repealed, that it is still in full force and effect and that Teresa Nauman and John B Nauman are still Co-Managers of Copper Creek Construction, LLC.

IN WITNESS WHEREOF, I set my hand and affixed the seal of Copper Creek Construction this 4<sup>th</sup> day of November, 2014.

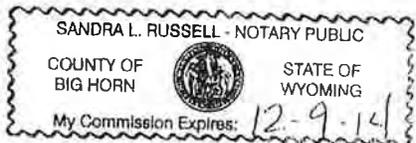
Co-Manager

Corporate Seal

SUBSCRIBED AND SWORN TO before me by John B Nauman  
Co-Manager of Copper Creek Construction, LLC this 4<sup>th</sup> day of NOVEMBER 2014

Witness my hand and official seal.

Notary Public





## PENAL SUM FORM

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



P.O. Box 712 • Des Moines, Iowa 50306-0712

### CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation
- 7. Hamilton Mutual Insurance Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

**Naomi Gerber**

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond:

Surety Bond Number: Bid Bond  
 Principal : Copper Creek Construction, LLC  
 Oblige : City of Cody

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

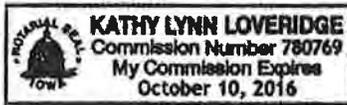
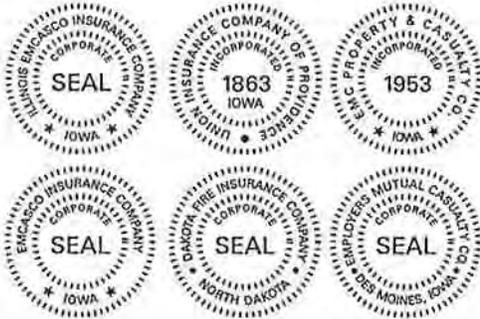
### AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

**RESOLVED:** The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

**IN WITNESS THEREOF,** the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 13th day of January, 2014.

Seals



*Bruce G. Kelley*

Bruce G. Kelley, Chairman  
of Companies 2, 3, 4, 5 & 6; President  
of Company 1; Vice Chairman and  
CEO of Company 7

*Michael Freel*

Michael Freel  
Assistant Vice President/  
Assistant Secretary

On this 13th day of January, 2014 before me a Notary Public in and for the State of Iowa, personally appeared Bruce G. Kelley and Michael Freel, who, being by me duly sworn, did say that they are, and are known to me to be the Chairman, President, Vice Chairman and CEO, and/or Assistant Vice President/Assistant Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Bruce G. Kelley and Michael Freel, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2016.

*Kathy Lynn Loveridge*  
Notary Public in and for the State of Iowa

### CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney Issued pursuant thereto on 13th day of January, 2014, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 10th day of December, 2015.

*J D Clough*  
Vice President

MEETING DATE: DECEMBER 15, 2015

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE, FINANCE  
OFFICER

## **AGENDA ITEM SUMMARY REPORT**

### **Acceptance of the June 30, 2015 Audit Report & Financial Statements**

#### **ACTION TO BE TAKEN:**

Accept the auditor's report and related financial statements for Fiscal Year 2014-2015

#### **SUMMARY OF INFORMATION:**

James Seckman, CPA completed the audit of the City's financial statements for the fiscal year ended June 30, 2015 and issued an Independent Auditor's Report and Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters. These reports are included with the City's basic financial statements.

An audit workshop was held on November 18, 2015 with James Seckman to provide a detailed review of the reports to a committee of Council and staff members. The Council members present were: Donny Anderson, Karen Ballinger and Steve Miller. Staff members present were Leslie Brumage and Barry Cook.

#### **FISCAL IMPACT**

None

#### **ATTACHMENTS**

1. Basic Financial Statements for the fiscal year ended June 30, 2015

#### **AGENDA & SUMMARY REPORT TO:**

James Seckman 307-754-2141 [jbseckman@tctwest.net](mailto:jbseckman@tctwest.net)



City of Cody, Wyoming  
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For the fiscal year ended June 30, 2015

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**James B. Seckman, CPA, P.C.**

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PROFESSIONAL CORPORATION

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544 Gateway Drive  
Powell, Wyoming 82435

307-754-2141  
Fax 307-754-7061

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and City Council  
Cody, Wyoming

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of Yellowstone Regional Airport, which statements reflect total assets of \$27,794,481 as of June 30, 2015 and total revenues of \$3,485,548 for the year then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for Yellowstone Regional Airport, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinions**

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**James B. Seckman, CPA, P.C.**

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PROFESSIONAL CORPORATION

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544 Gateway Drive  
Powell, Wyoming 82435

307-754-2141  
Fax 307-754-7061

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3–11 and 67–68 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

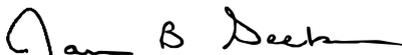
*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Cody, Wyoming's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us and other auditors. In our opinion, based on our audit, the procedures performed as described above, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated October 14, 2015 on our consideration of the City of Cody Wyoming's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City of Cody, Wyoming's internal control over financial reporting and compliance.

  
James B. Seckman, CPA, P.C.

Cody, Wyoming  
October 15, 2015

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

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The management of the City of Cody, Wyoming offers the readers of Cody's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2015.

**Financial Highlights**

- The City of Cody's net position at the close of the current fiscal year was \$78,884,152. Total net position is comprised of the following:
  - (1) Net investment in capital assets of \$62,499,653 (79%) include property and equipment, net of accumulated depreciation, and reduced for outstanding debt related to the purchase or construction of capital assets.
  - (2) Restricted net position of \$94,979 (less than 1%) is restricted by constraints imposed from outside the City such as grantors, laws or regulations.
  - (3) Unrestricted net position of \$16,289,520 (21%) represents the portion available to maintain the City's continuing obligations to citizens and creditors.
- Total net position increased by \$1,150,927 over the prior fiscal year. The governmental-type net position increased by \$574,793 and the business-type net position increased by \$576,134
- Total expenses during the year were \$29,283,672 compared to total revenues of 30,617,305.
- The unassigned fund balance for the General Fund was \$5,433,834 or approximately 41% of total General Fund expenditures for the fiscal year.
- The City's total debt decreased \$18,006 due to changes in compensated absence accruals and customer deposit balances. The City did not acquire any new debt during the fiscal year.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. Cody's basic financial statements are comprised of three components (1) Government-Wide Financial Statements, (2) Fund Financial Statements, and (3) Notes to the Financial Statements.

This report also contains supplemental schedules and information in addition to the basic financial statements themselves.

**Government-Wide Financial Statements**

The *government-wide financial statements* are designed to provide readers with a broad overview of the City of Cody's finances, in a manner similar to a private-sector business. The *statement of activities* presents information reflecting how Cody's net position has changed during the fiscal year just ended.

The government-wide financial statements distinguish the functions of Cody that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, administrative services, public safety, parks, public facilities, recreation, and public works. The business-type activities include solid waste collection, water, wastewater and electric.

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

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The government-wide financial statements include not only the City of Cody but also the Yellowstone Regional Airport, a discretely presented component unit. See Note 5 in the notes to the financial statements for more details regarding this entity.

**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Cody, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Cody can be divided into two categories: governmental funds and proprietary funds.

- Governmental Funds. Governmental funds are used to account for essentially the same functions reported in governmental activities in the government-wide financial statements. These funds focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statement, or on the subsequent page, that explains the relationship (or differences) between them.
  
- Proprietary funds. Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds, like the government-wide statements, provide both long- and short-term financial information.

**Notes to the Financial Statements**

The notes to the financial statements are considered an integral part of the basic financial statements since they provide additional information needed to gain a full understanding of the data provided in both the government-wide and fund financial statements.

**Supplemental Information**

In addition to the basic financial statements, which include the accompanying notes, this report also presents *required supplemental information*. Included is a budgetary comparison for the General Fund and the Lodging Tax Fund comparing actual results (using the basis of budgeting) with the original budget and the final amended budget.

Other supplemental information included with the basic financial statements are the combining balance sheet and combining statement of revenues, expenditures and changes in fund balance schedules for the non-major governmental funds (special revenue and capital projects).

**Government-Wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The largest portion of Cody's net position (79%) reflects its investment in capital assets (e.g. land, buildings, machinery & equipment, and infrastructure), less any debt used to acquire those assets that is still outstanding. These assets are used to provide services to citizens; consequently, they are not available for future spending.

The following summary of net position and changes in net position are presented for the current fiscal year, 2014-2015 with comparison totals for the prior fiscal year 2013-2014.

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

Condensed Statement of Net Position as of June 30 each year

	Governmental Activities		Business-type Activities		Total Primary Government	
	2015	2014	2015	2014	2015	2014
Current and other assets	\$ 9,760,125	\$10,430,679	\$13,494,934	\$ 11,415,962	\$23,255,059	\$21,846,641
Capital assets	28,284,187	28,075,614	34,215,466	34,484,468	62,499,653	62,560,082
Deferred outflows - pensions	390,542	-	147,251	-	537,793	-
Total assets & deferred outflows	\$ 38,434,854	\$38,506,293	\$47,857,651	\$ 45,900,430	\$86,292,505	\$84,406,723
Long-term debt outstanding	\$ 152,640	\$ -	\$ 115,115	\$ -	\$ 267,755	\$ -
Other current liabilities	1,212,592	2,402,006	1,592,486	473,765	2,805,078	2,875,771
Net pension liability	3,148,420	-	1,187,100	-	4,335,520	-
Total liabilities	\$ 4,513,652	\$ 2,402,006	\$ 2,894,701	\$ 473,765	\$ 7,408,353	\$ 2,875,771
Net position						
Net investment in capital assets	\$ 28,284,187	\$28,075,614	\$34,215,466	\$ 34,484,468	\$62,499,653	\$ 62,560,082
Restricted	94,979	172,869	-	-	94,979	172,869
Unrestricted	5,542,036	7,855,804	10,747,484	10,942,197	16,289,520	18,798,001
Total net position	\$ 33,921,202	\$36,104,287	\$44,962,950	\$ 45,426,665	\$78,884,152	\$ 81,530,952

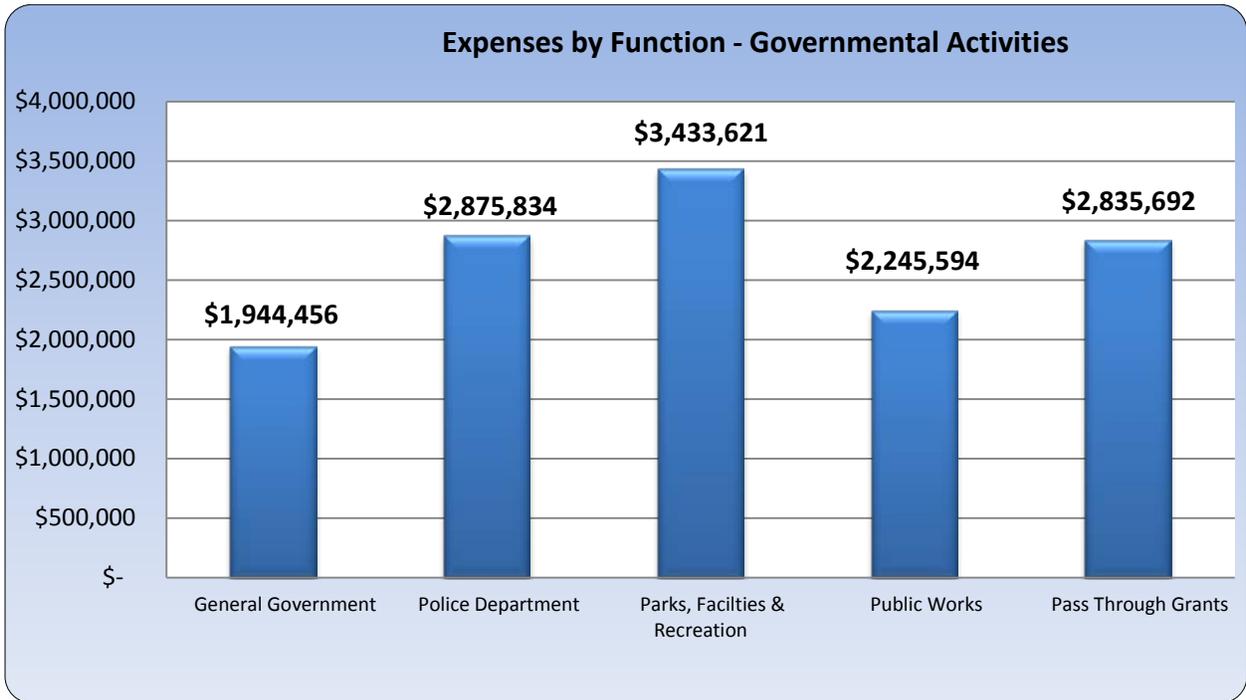
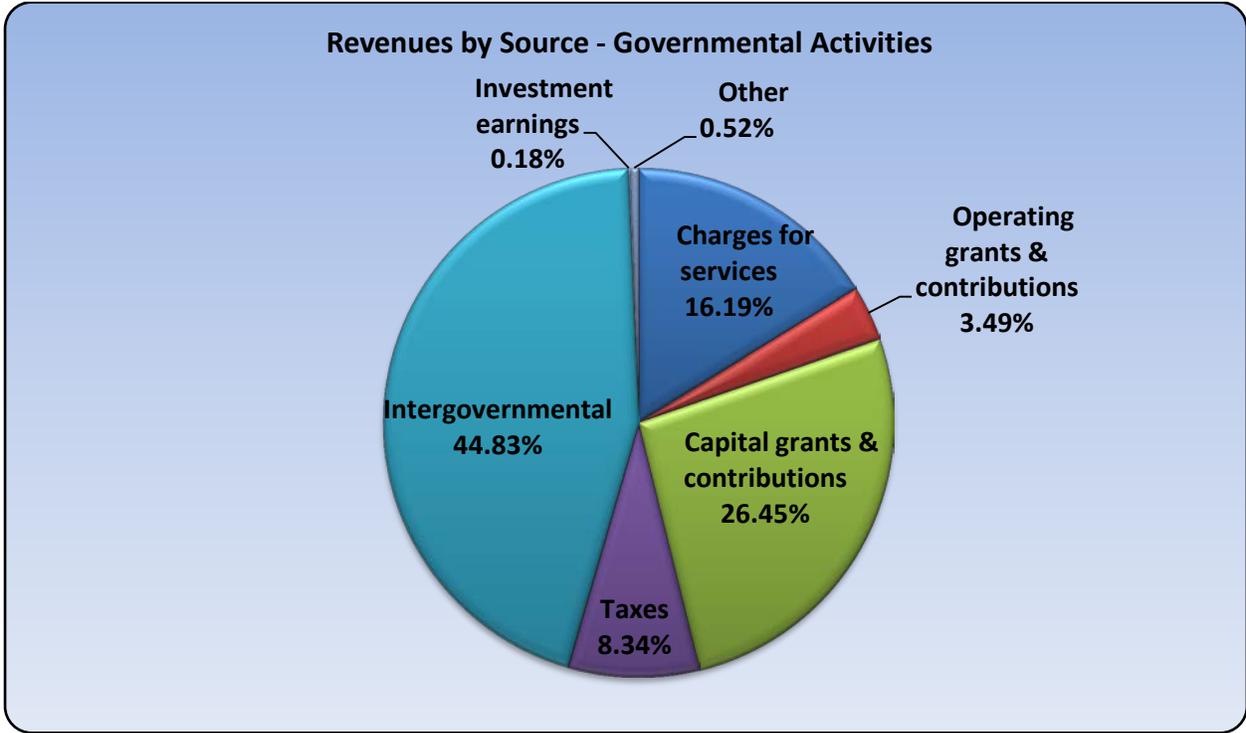
Changes in Net Position as of June 30 each year

	Governmental Activities		Business-type Activities		Total Primary Government	
	2015	2014	2015	2014	2015	2014
Revenues:						
Program revenues						
Charges for services	\$ 1,898,777	\$1,884,747	\$18,504,656	\$18,850,084	\$20,403,433	\$20,734,831
Operating grants/contributions	409,509	445,753	4,800	4,800	414,309	450,553
Capital grants/contributions	3,102,058	1,266,872	287,835	385,646	3,389,893	1,652,518
General revenues						
Taxes	978,588	963,152	-	-	978,588	963,152
Intergovernmental	5,257,235	5,573,647	-	-	5,257,235	5,573,647
Investment earnings	19,210	83,087	24,251	102,561	43,461	185,648
Other	61,320	17,803	69,066	64,272	130,386	82,075
Total Revenues	11,726,697	10,235,061	18,890,608	19,407,363	30,617,305	29,642,424
Expenses:						
General Government	1,944,456	1,751,382	-	-	1,944,456	1,751,382
Police Department	2,875,834	2,781,836	-	-	2,875,834	2,781,836
Parks , Facilities & Recreation	3,433,621	3,410,630	-	-	3,433,621	3,410,630
Public Works	2,245,594	2,091,478	-	-	2,245,594	2,091,478
Pass Through Grants	2,835,692	712,654	-	-	2,835,692	712,654
Proprietary	-	-	15,948,475	15,840,503	15,948,475	15,840,503
Total Expenses	13,335,197	10,747,980	15,948,475	15,840,503	29,283,672	26,588,483
Other Sources:						
Transfers-internal activity	2,365,999	2,375,285	(2,365,999)	(2,375,285)	-	-
Transfers-to component unit	(182,706)	(151,806)	-	-	(182,706)	(151,806)
Total Transfers	2,183,293	2,223,479	(2,365,999)	(2,375,285)	(182,706)	(151,806)
Change in net position	574,793	1,710,560	576,134	1,191,575	1,150,927	2,902,135
Net position - July 1	33,346,409	34,393,727	44,386,816	44,235,090	77,733,225	78,628,817
Net position - June 30	\$33,921,202	\$36,104,287	\$44,962,950	\$45,426,665	\$78,884,152	\$81,530,952

City of Cody, Wyoming  
 Management Discussion and Analysis  
 June 30, 2015

**Governmental Activities**

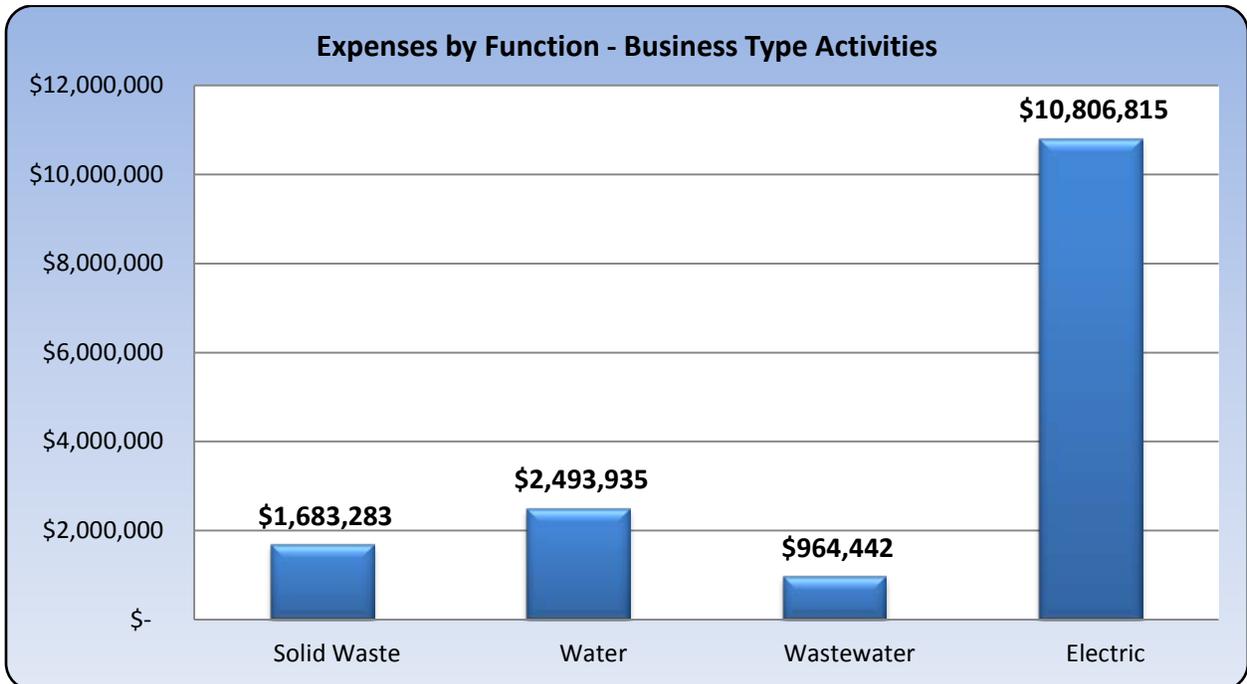
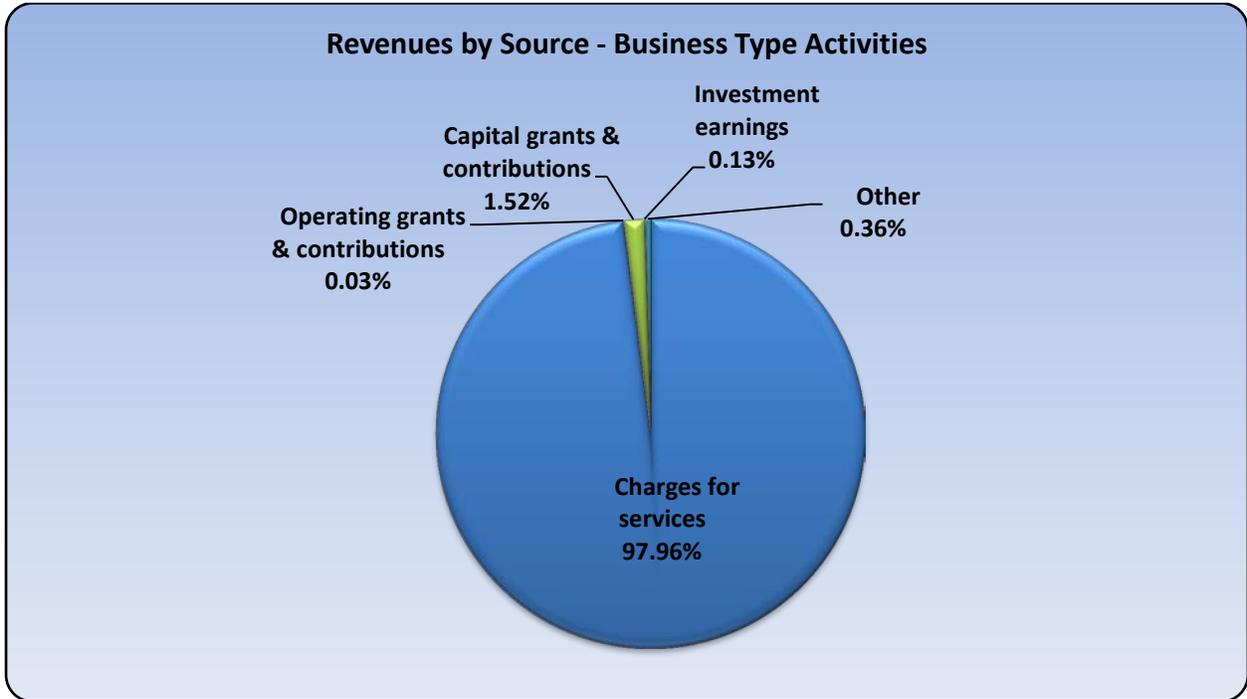
The following charts illustrate governmental revenues by source and the governmental expenses by function as reported on the statement of changes in net position.



City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

**Business-type Activities**

The following charts illustrate business-type revenues by source and the business-type expenses by function as reported on the statement of changes in net position.



City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

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**Governmental Activities.** Governmental activities during Fiscal Year 2014-2015 increased Cody's net position by \$574,793. The following information describes key changes for the year:

Assessed Valuation: the assessed valuation for the City of Cody for 2015 was \$123,457,355, an increase of approximately 7% over 2014 (\$115,434,315).

Revenues – total revenues increased approximately \$1,490,000

- Charges for services increased approximately \$14,000
- Operating grants and contributions decreased approximately \$37,000
- Capital grants and contributions increased approximately \$1,835,000
- Taxes increased approximately \$15,000
- Intergovernmental revenues decreased approximately \$316,000
- Investment income and other revenues decreased approximately \$20,000

Expenses – total expenses increased approximately \$2,588,000

- General Government expenses increased approximately \$193,000
- Police Department expenses increased approximately \$94,000
- Parks, Facilities and Recreation expenses increased approximately \$23,000
- Public Works expenses increased approximately \$154,000
- Pass Through Grant expenses increased approximately \$2,124,000

Assets – total assets decreased approximately \$71,000

- Cash and cash equivalents decreased approximately \$552,000
- Accounts receivable and due from other governments decreased approximately \$156,000
- Inventory and prepaid expenses increased approximately \$39,000
- Net investment in capital assets increased approximately \$208,000
- Deferred outflows related to pensions increased approximately \$390,000

Liabilities – total liabilities increased approximately \$2,111,000

- Accounts payable decreased approximately \$1,047,000
- Customer deposits decreased approximately \$26,000
- Accrued liabilities and other payables increased approximately \$29,000
- Compensated absences increased approximately \$7,700
- Net pension liability increased approximately \$3,148,000

**Business-type Activities.** Business-type activities during Fiscal Year 2014-2015 increased Cody's net position by \$576,134. The following information describes key changes for the year:

Revenues – total revenues decreased approximately \$516,000

- Charges for services decreased approximately \$345,000
- Capital grants & contributions decreased approximately \$98,000
- Investment income and other revenues decreased approximately \$73,000

Expenses – total expenses increased approximately \$107,000

- Solid Waste expenses decreased approximately \$63,000
- Water expenses increased approximately \$183,000
- Wastewater expenses decreased approximately \$56,000
- Electric expenses increased approximately \$43,000

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

Assets - total assets increased approximately \$1,960,000

- Net investment in capital assets decreased approximately \$270,000
- Cash and cash equivalents increased approximately \$2,298,000
- Inventory decreased approximately \$183,000
- Accounts receivable and due from other governments decreased approximately \$35,000
- Deferred outflows related to pensions increased approximately \$150,000

Liabilities - total liabilities increased approximately \$2,420,000

- Accounts payable increased approximately \$1,176,000
- Accrued liabilities and other payables increased approximately \$35,000
- Compensated absences and customer deposits increased approximately \$22,000
- Net pension liability increased approximately \$1,187,000

**General Fund Budgetary Highlights**

The City adopts an annual budget for all funds. The City Council may adopt budget amendments during the year for supplemental appropriations which are generally contingent upon new or additional revenue sources or the spending of reserves.

During the year there was a \$222,992 increase in appropriations between the original and final amended budget. The main reason for the increase resulted from the carryover budget process. Some major projects and pass through grant activities were not completed at the end of Fiscal Year 2013-2014 and therefore had to be carried over into Fiscal Year 2014-2015.

**Debt Administration**

As of June 30, 2015 the City of Cody's debt consisted of \$537,212 for accrued compensated absences and \$261,956 for customer deposits for a total of \$799,168.

City of Cody Outstanding Debt As of June 30 each year							
	Governmental Activities		Business-type Activities		Total		
	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	
Accrued Compensated Absence Payable	336,724	328,967	200,488	187,296	537,212	516,263	
Customer Deposit Liability	<u>12,276</u>	<u>38,039</u>	<u>249,680</u>	<u>240,343</u>	<u>261,956</u>	<u>278,382</u>	
Total Outstanding Debt	<u>\$ 349,000</u>	<u>\$ 367,006</u>	<u>\$ 450,168</u>	<u>\$ 427,639</u>	<u>\$799,168</u>	<u>\$ 794,645</u>	

**Capital Assets**

The City of Cody's net investment in capital assets for its governmental and business-type activities as of June 30, 2015 amounted to \$62,499,653. This investment in capital assets includes land, easements, buildings & improvements, machinery, equipment, infrastructure associated with the water, wastewater and electric distribution systems, as well as streets, trails and park facilities. The following summary of capital assets is presented for the current fiscal year, 2014-2015 with comparison totals for the prior fiscal year 2013-2014. Additional information pertaining to capital assets activity is available in the notes to the financial statements.

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

City of Cody's Capital Assets Net of Depreciation As of June 30 each year						
	Governmental Activities		Business-type Activities		Total	
	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>
Land	\$2,406,086	\$2,277,647	\$614,332	\$614,332	\$ 3,020,418	\$2,891,979
Intangibles	76,400	76,400	19,900	19,900	96,300	96,300
Buildings	13,255,897	13,010,558	1,623,979	1,869,319	14,879,876	14,879,877
Improvements other than Buildings	4,889,790	4,889,790	139,788	139,788	5,029,578	5,029,578
Furniture & Fixtures	75,503	75,503	-	-	75,503	75,503
Machinery & Equipment	4,920,226	4,825,121	4,121,658	4,259,781	9,041,884	9,084,902
Infrastructure	16,980,403	16,306,206	47,445,242	46,910,221	64,425,645	63,216,427
Construction in Progress	<u>126,876</u>	<u>188,745</u>	<u>267,859</u>	<u>41,761</u>	<u>394,735</u>	<u>230,506</u>
Total Assets	<u>\$42,731,181</u>	<u>\$41,649,970</u>	<u>\$ 54,232,758</u>	<u>\$ 53,855,102</u>	<u>\$ 96,963,939</u>	<u>\$95,505,072</u>
Less Accumulated Depreciation	<u>\$(14,446,994)</u>	<u>\$(13,574,356)</u>	<u>\$(20,017,292)</u>	<u>\$(19,370,634)</u>	<u>\$(34,464,286)</u>	<u>\$(32,944,990)</u>
Total Net Assets	<u>\$28,284,187</u>	<u>\$28,075,614</u>	<u>\$34,215,466</u>	<u>\$ 34,484,468</u>	<u>\$ 62,499,653</u>	<u>\$62,560,082</u>

Major capital asset acquisitions during the current fiscal year include:

- Construction in Progress \$353,752
  - Rec center LED lighting upgrade
  - 19<sup>th</sup> St water main
  - Parks shop renovation
  - Wastewater pretreatment facility
  - Electrical lines Skyline Subdivision and Beacon Hill
  - Valley View subdivision electric conversion
  
- Infrastructure \$1,209,218
  - Storm sewer upgrades
  - Street reconstruction
  - Water and sewer line construction
  - Sewer discharge relocation
  
- Land & Buildings \$149,843
  - Rumsey Avenue lot
  
- Machinery & Equipment \$826,478
  - Office equipment
  - Police radios
  - Replacement vehicles & heavy equipment
  - Transformers
  - Computer equipment
  - Fitness equipment

City of Cody, Wyoming  
Management Discussion and Analysis  
June 30, 2015

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**Significant Variations and Currently Known Facts**

The State of Wyoming, by constitution, does not have a state personal income tax; therefore it operates primarily using sales and use, gasoline, severance and mineral royalty taxes. As a result, the City of Cody relies heavily on sales and use tax and a limited array of other revenues passed through from the State and well as locally generated revenues such as franchise fees, business licenses, and charges for services to provide services to the community. There are also a limited number of recurring and non-recurring federal, state and local grants that benefit the City of Cody. For business-type services such as solid waste collection, water distribution, wastewater treatment and electric distribution the users of the services pay a related fee or charge associated with the activity.

In Fiscal Year 2014-2015 there was a slim increase of approximately 1% in taxes (property tax, franchise fees and lodging tax) and a decrease in the intergovernmental revenues (sales & use tax, severance taxes & royalties, motor vehicle & gasoline taxes, cigarette taxes and supplemental state funding) of approximately 5%. Cody is mainly a tourist-driven economy and due to the reliance on state revenue sources the City of Cody is vulnerable to changes in the economic conditions in the State of Wyoming including fluctuations in the mineral industry. Therefore, we cannot anticipate nor predict what the local economy will do with any certainty.

Park County currently does not have a 1-cent optional sales tax. The most recent attempt to pass the 1-cent tax in the 2012 election was not successful. The City of Cody in partnership with Powell, Meeteetse and Park County are currently working with a consultant to assess the needs and wants of the citizens and educate voters on the benefits of the additional tax with the expectation that the tax proposal will be again presented to voters in 2016.

The City of Cody participates in various federal and state pass through grant opportunities, partnering with local businesses to make improvements to existing businesses, bring new businesses to the community and provide affordable housing options. In Fiscal Year 2014-2015 the City administered approximately \$2.8 million dollars in grant funding for entities such as Cody Laboratories and Habitat for Humanity.

In Fiscal Year 2013-2014 the City of Cody increased the wastewater base rate in anticipation of a large multi-year sewer reconstruction project. The estimated \$3.8 million dollar project is projected to begin in Fiscal Year 2015-2016 and be funded through a combination of grants, loans, user fees and cash reserves. Through the end of the current fiscal year the rate increase has generated approximately \$435,000 towards funding the project.

In Fiscal Year 2014-2015 the City of Cody hired a consultant to perform a rate study on the electric fund and to develop a rate model for use by the City in determining future rate increases based on the system needs. As a result of this study an electric rate increase reflecting an average 3% inflation rate was implemented in April 2015.

**Financial Contact**

The City of Cody's financial statements are designed to provide its users (citizens, taxpayers, customers, investors and creditors) with a general overview of Cody's finances and to demonstrate Cody's accountability. Questions concerning any of the information presented in this report or requests for additional information should be sent to:

Finance Officer, City of Cody  
PO Box 2200 Cody, WY 82414

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City of Cody, Wyoming  
Statement of Net Position  
June 30, 2015

	<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>	<b>Component Unit</b>
<b>ASSETS:</b>				
Cash and cash equivalents	\$ 5,669,465	\$ 7,028,159	\$ 12,697,624	\$ 232,515
Investments	2,642,560	3,337,014	5,979,574	-
Accounts receivable, net of allowance	-	2,368,297	2,368,297	84,672
Franchise tax receivable	60,432	-	60,432	-
Court fine receivable, net of allowance	46,620	-	46,620	-
Due from other governments	823,056	-	823,056	93,250
Other receivables, net of allowance	136,095	-	136,095	-
Inventory	153,100	511,784	664,884	12,162
Prepaid expenses	216,521	-	216,521	26,502
Restricted assets:				
Cash and cash equivalents	12,276	249,680	261,956	325,766
Capital assets:				
Land and construction in progress	2,532,962	882,191	3,415,153	758,430
Other capital assets, net of depreciation	25,751,225	33,333,275	59,084,500	26,261,184
<b>Total Assets</b>	<b>38,044,312</b>	<b>47,710,400</b>	<b>85,754,712</b>	<b>27,794,481</b>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>				
Deferred Outflows Related to Pensions	390,542	147,251	537,793	79,549
<b>Total Assets and Deferred Outflows of Resources</b>	<b>38,434,854</b>	<b>47,857,651</b>	<b>86,292,505</b>	<b>27,874,030</b>
<b>LIABILITIES:</b>				
Accounts payable	654,803	254,718	909,521	119,847
Related party payables	-	921,481	921,481	-
Accrued liabilities	288,965	53,703	342,668	15,442
Deferred Revenue	-	-	-	11,960
Compensated Absenses	184,084	85,373	269,457	-
Retainage payable	38,501	-	38,501	-
Customer deposits	12,276	249,680	261,956	-
Other payables	33,963	27,531	61,494	-
Long-term liabilities:				
Compensated Absences	152,640	115,115	267,755	21,442
Net Pension Liability	3,148,420	1,187,100	4,335,520	350,534
<b>Total Liabilities</b>	<b>4,513,652</b>	<b>2,894,701</b>	<b>7,408,353</b>	<b>519,225</b>
<b>NET POSITION</b>				
Net investment in capital assets	28,284,187	34,215,466	62,499,653	27,019,614
Restricted for:				
Capital projects	83,081	-	83,081	325,766
Public Safety	11,898	-	11,898	-
Unrestricted	5,542,036	10,747,484	16,289,520	692
<b>Total Net Position</b>	<b>\$ 33,921,202</b>	<b>\$ 44,962,950</b>	<b>\$ 78,884,152</b>	<b>\$ 27,346,072</b>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Activities  
For the fiscal year ended June 30, 2015

Functions/Programs	Expenses	Program Revenues		
		Charges for Services & Fines	Operating Grants & Contributions	Capital Grants & Contributions
<b>Primary Government</b>				
Governmental activities:				
General Government	\$ 1,944,456	\$ 145,794	\$ -	\$ -
Police Department	2,875,834	155,653	150,114	-
Parks, Facilities & Recreation	3,433,621	1,228,303	259,395	30,797
Public Works	2,245,594	369,027	-	235,569
Pass Through Grants	2,835,692	-	-	2,835,692
Total Governmental Activities	<u>\$ 13,335,197</u>	<u>\$ 1,898,777</u>	<u>\$ 409,509</u>	<u>\$ 3,102,058</u>
Business-Type Activities:				
Solid Waste	\$ 1,683,283	\$ 2,288,886	\$ 4,800	\$ -
Water	2,493,935	3,152,023	-	133,620
Wastewater	964,442	1,351,019	-	76,357
Electric	10,806,815	11,712,728	-	77,858
Total Business-Type Activities	<u>\$ 15,948,475</u>	<u>\$ 18,504,656</u>	<u>\$ 4,800</u>	<u>\$ 287,835</u>
<b>Total Primary Government</b>	<u>\$ 29,283,672</u>	<u>\$ 20,403,433</u>	<u>\$ 414,309</u>	<u>\$ 3,389,893</u>
<b>Component Unit</b>				
Yellowstone Regional Airport	<u>\$ 2,549,948</u>	<u>\$ 563,516</u>	<u>\$ 76,823</u>	<u>\$ 2,845,209</u>
<b>Total Component Units</b>	<u>\$ 2,549,948</u>	<u>\$ 563,516</u>	<u>\$ 76,823</u>	<u>\$ 2,845,209</u>

General Revenues:  
 Taxes  
 Intergovernmental  
 Investment Income  
 Gain(Loss) on Disposal of Assets  
 Miscellaneous  
 Payments Between Primary Government and Component Unit  
 Transfers

Total General Revenues

Change in Net Position

Net Position - beginning

Net Position - ending

City of Cody, Wyoming  
Statement of Activities  
For the fiscal year ended June 30, 2015

<b>Net (Expense) Revenue and Changes in Net Position</b>			
<b>Primary Government</b>			
<b>Governmental Activities</b>	<b>Business-Type Activites</b>	<b>Total</b>	<b>Component</b>
\$ (1,798,662)	\$ -	\$ (1,798,662)	\$ -
(2,570,067)	-	(2,570,067)	-
(1,915,126)	-	(1,915,126)	-
(1,640,998)	-	(1,640,997)	-
-	-	-	-
<u>\$ (7,924,853)</u>	<u>\$ -</u>	<u>\$ (7,924,852)</u>	<u>\$ -</u>
\$ -	\$ 610,403	\$ 610,403	-
-	791,708	791,708	-
-	462,934	462,934	-
-	983,771	983,771	-
<u>\$ -</u>	<u>\$ 2,848,816</u>	<u>\$ 2,848,816</u>	<u>\$ -</u>
<u>\$ (7,924,853)</u>	<u>\$ 2,848,816</u>	<u>\$ (5,076,036)</u>	<u>\$ -</u>
			<u>\$ 935,600</u>
			<u>\$ 935,600</u>
\$ 978,588	\$ -	978,588	128,016
5,257,235	-	5,257,235	-
19,210	24,251	43,461	1,703
4,461	35,984	40,445	2,113
56,859	33,082	89,941	17,661
(182,706)	-	(182,706)	182,706
2,365,999	(2,365,999)	-	121,846
<u>\$ 8,499,646</u>	<u>\$ (2,272,682)</u>	<u>6,226,964</u>	<u>454,045</u>
574,793	576,134	1,150,927	1,389,645
33,346,409	44,386,816	77,733,225	25,956,427
<u>\$ 33,921,202</u>	<u>\$ 44,962,950</u>	<u>\$ 78,884,152</u>	<u>\$ 27,346,072</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Balance Sheet  
Governmental Funds  
June 30, 2015

	<u>MAJOR FUNDS</u>		<u>Non-Major Governmental Funds</u>	<u>Total Governmental Funds</u>
	<u>General</u>	<u>Lodging Tax Fund</u>		
<b>ASSETS:</b>				
Cash and cash equivalents	\$ 3,015,709	\$ 49,357	\$ 2,604,399	\$ 5,669,465
Investments	2,642,560	-	-	2,642,560
Restricted cash and cash equivalents	12,276	-	-	12,276
Accounts receivable, net of allowance				
Franchise tax receivable	60,432	-	-	60,432
Court fine receivable, net of allowance	46,620	-	-	46,620
Other receivables, net of allowance	136,095	-	-	136,095
Due from other governments	811,927	11,129	-	823,056
Inventory	153,100	-	-	153,100
Prepaid expenses	216,521	-	-	216,521
<b>Total Assets</b>	<u>7,095,240</u>	<u>60,486</u>	<u>2,604,399</u>	<u>9,760,125</u>
<b>LIABILITIES</b>				
Liabilities:				
Accounts payable	598,053	9,084	47,666	654,803
Accrued wages and related charges	288,965	-	-	288,965
Retainage payable	38,501	-	-	38,501
Customer deposits	12,276	-	-	12,276
Other payables	33,963	-	-	33,963
<b>Total Liabilities</b>	<u>971,758</u>	<u>9,084</u>	<u>47,666</u>	<u>1,028,508</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>				
Deferred Revenue	155,695	-	-	155,695
<b>Total Deferred Inflows of Resources</b>	<u>155,695</u>	<u>-</u>	<u>-</u>	<u>155,695</u>
Fund Balances:				
Nonspendable:				
Inventory/prepaid expenses	369,621	-	-	369,621
Restricted for:				
Police forfeitures	11,898	-	-	11,898
Public Improvements	-	-	49,481	49,481
Convention Center	21,100	-	-	21,100
PEG Grant	12,000	-	-	12,000
Committed:				
Assigned:				
Capital Assets	-	-	2,507,252	2,507,252
Open space contributions	119,334	-	-	119,334
Community Support	-	51,402	-	51,402
Unassigned	5,433,834	-	-	5,433,834
<b>Total Fund Balances</b>	<u>5,967,787</u>	<u>51,402</u>	<u>2,556,733</u>	<u>8,575,922</u>
<b>Total Liabilities, Deferred Inflows of Resources &amp; Fund Balances</b>	<u>\$ 7,095,240</u>	<u>\$ 60,486</u>	<u>\$ 2,604,399</u>	<u>\$ 9,760,125</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
 Balance Sheet  
 Governmental Funds  
 June 30, 2015

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**Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position:**

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<b>Total Fund Balances - Governmental Funds</b>	\$ 8,575,922
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation of: \$ 14,446,990	28,284,187
Certain long-term assets are not available to pay for current fund liabilities and therefore are deferred in the funds:	
Court fine receivable	26,676
Motor vehicle taxes	70,136
Severance taxes	58,875
Franchise Fees	-
Receivable from other governments	-
	155,687
Certain long-term liabilities are not due and payable from current financial resources and therefore are not reported in the funds:	
Accrued compensated absences	(336,724)
	(336,724)
Deferred outflows and inflows related to pension applicable to future liabilities	(2,757,870)
Net Position of Governmental Activities:	\$ 33,921,202

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Revenues, Expenditures Changes in Fund Balances  
Governmental Funds  
for the fiscal year ended June 30, 2015

	<b>MAJOR FUNDS</b>		<b>Non-Major Governmental Funds</b>	<b>Total Governmental Funds</b>
	<b>General</b>	<b>Lodging Tax Fund</b>		
<b>Revenues:</b>				
Taxes (intergovernmental & service generated)	\$ 4,948,935	\$ 115,640	\$ -	\$ 5,064,575
Royalties	466,350	-	-	466,350
State and Federal Funding	846,827	-	-	846,827
Pass Through Grants	2,835,691	-	-	2,835,691
Fines & Forfeitures	154,362	-	-	154,362
Charges for Services:				
Penalties & Fees	73,202	-	-	73,202
Parks & Recreation Fees	1,206,245	-	-	1,206,245
Public Works	369,027	-	-	369,027
Licenses & Permits	72,592	-	-	72,592
Facility Rental	22,058	-	-	22,058
Investment Income	19,183	-	27	19,210
Contributions & Donations	387,203	-	-	387,203
Miscellaneous	56,859	-	-	56,859
<b>Total Revenues</b>	<b>11,458,534</b>	<b>115,640</b>	<b>27</b>	<b>11,574,201</b>
<b>Expenditures:</b>				
Current:				
Mayor & Council	276,846	62,388	-	339,234
City Administrator	153,787	-	-	153,787
Administrative Services	1,443,974	-	-	1,443,974
Police Department	2,780,767	-	-	2,780,767
Parks Maintenance	661,318	-	-	661,318
Public Facilities	484,883	-	-	484,883
Recreation Center	1,751,137	-	-	1,751,137
Community Development	529,811	-	-	529,811
Streets	1,167,586	-	-	1,167,586
Vehicle Maintenance	116,757	-	-	116,757
Pass Through Grants	2,835,692	-	-	2,835,692
Capital Outlay	675,850	-	622,252	1,298,102
<b>Total Expenditures</b>	<b>12,878,408</b>	<b>62,388</b>	<b>622,252</b>	<b>13,563,048</b>
<b>Excess(deficiency) of revenues over expenditures</b>	<b>(1,419,874)</b>	<b>53,252</b>	<b>(622,225)</b>	<b>(1,988,847)</b>
<b>Other Financing Sources(Uses):</b>				
Transfers In(Out)	2,011,373	(32,053)	561,377	2,540,697
Payment to component Unit	(182,706)	-	-	(182,706)
Sale of Governmental Assets	34,346	-	-	34,346
<b>Total Other Financing Sources(Uses)</b>	<b>1,863,013</b>	<b>(32,053)</b>	<b>561,377</b>	<b>2,392,337</b>
<b>Net Change in Fund Balance</b>	<b>443,139</b>	<b>21,199</b>	<b>(60,848)</b>	<b>403,490</b>
<b>Fund Balances - Beginning</b>	<b>5,524,648</b>	<b>30,203</b>	<b>2,617,581</b>	<b>8,172,432</b>
<b>Fund Balances - Ending</b>	<b>\$ 5,967,787</b>	<b>\$ 51,402</b>	<b>\$ 2,556,733</b>	<b>\$ 8,575,922</b>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Revenues, Expenditures Changes in Fund Balances  
Governmental Funds  
for the fiscal year ended June 30, 2015

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**Reconciliation of the Statement of Revenues, Expenditures & Changes in Fund Balances of Governmental Funds  
to the Statement of Activities**

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<b>Net changes in fund balances - total governmental funds</b>	\$ 403,490
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays and issue costs as expenditures while governmental activities report depreciation and amortization expense to allocate those expenditures over the life of the assets:	
Capital asset purchases capitalized	949,440
Capital assets transferred from business-type funds	173,964
Capital asset disposal	(29,885)
Depreciation expense	(1,062,494)
	<u>31,025</u>
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:	
Contributed assets	177,547
Deferred revenue	(29,512)
	<u>148,035</u>
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:	
Accrued compensated absences	(7,757)
	<u>(7,757)</u>
<b>Change in Net Position of Governmental Activities</b>	<b>\$ 574,793</b>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Net Position  
Proprietary Funds  
June 30, 2015

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	
<b>ASSETS:</b>					
Current Assets:					
Cash and cash equivalents	\$ 1,293,668	\$ 1,969,361	\$ 1,742,845	\$ 2,022,285	\$ 7,028,159
Investments	996,596	723,364	237,173	1,379,881	3,337,014
Restricted cash and cash equivalents	-	-	-	249,680	249,680
Accounts receivable, net of allowance	303,109	419,150	177,624	1,468,414	2,368,297
Inventory	1,164	102,351	8,297	399,972	511,784
Total Current Assets	<u>2,594,537</u>	<u>3,214,226</u>	<u>2,165,939</u>	<u>5,520,232</u>	<u>13,494,934</u>
Non-current Assets:					
Capital Assets:					
Land and other non-depreciable assets	232,916	32,634	479,987	136,654	882,191
Other capital assets, net of depreciation	1,198,458	10,121,591	11,131,488	10,881,738	33,333,275
Total Non-current Assets	<u>1,431,374</u>	<u>10,154,225</u>	<u>11,611,475</u>	<u>11,018,392</u>	<u>34,215,466</u>
Total Assets	<u>\$ 4,025,911</u>	<u>\$ 13,368,451</u>	<u>\$ 13,777,414</u>	<u>\$ 16,538,624</u>	<u>\$ 47,710,400</u>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>					
Deferred Outflows Related to Pensions	35,562	30,693	16,455	64,541	147,251
Total Deferred Outflows of Resources	<u>35,562</u>	<u>30,693</u>	<u>16,455</u>	<u>64,541</u>	<u>147,251</u>
<b>LIABILITIES:</b>					
Current Liabilities:					
Accounts payable	\$ 102,247	\$ 188,032	\$ 39,952	\$ 845,968	\$ 1,176,199
Sales tax payable	-	-	-	27,531	27,531
Accrued expenses	13,156	12,423	5,156	22,968	53,703
Customer deposits	-	-	-	249,680	249,680
Accrued compensated absences	22,936	20,230	11,944	30,263	85,373
Total Current Liabilities	<u>138,339</u>	<u>220,685</u>	<u>57,052</u>	<u>1,176,410</u>	<u>1,592,486</u>
Non-current Liabilities:					
Net Pension Liability	286,696	247,437	132,655	520,312	1,187,100
Compensated Absences	21,441	33,389	16,090	44,195	115,115
Total Non-current Liabilities	<u>308,137</u>	<u>280,826</u>	<u>148,745</u>	<u>564,507</u>	<u>1,302,215</u>
Total Liabilities	<u>446,476</u>	<u>501,511</u>	<u>205,797</u>	<u>1,740,917</u>	<u>2,894,701</u>
<b>NET POSITION</b>					
Net investment in capital assets	1,431,374	10,154,225	11,611,475	11,018,392	34,215,466
Unrestricted	<u>2,183,623</u>	<u>2,743,408</u>	<u>1,976,597</u>	<u>3,843,856</u>	<u>10,747,484</u>
Total Net Position	<u>\$ 3,614,997</u>	<u>\$ 12,897,633</u>	<u>\$ 13,588,072</u>	<u>\$ 14,862,248</u>	<u>\$ 44,962,950</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Revenues, Expenses and Changes in Fund Net Position  
Proprietary Funds  
for the fiscal year ended June 30, 2015

	<b>Business-Type Activities - Enterprise Funds</b>				<b>Total Proprietary Funds</b>
	<b>Solid Waste Fund</b>	<b>Water Fund</b>	<b>Wastewater Fund</b>	<b>Electric Fund</b>	
<b>Operating Revenues:</b>					
Charges for Services:					
Solid waste charges	\$ 2,243,766	\$ -	\$ -	\$ -	\$ 2,243,766
Recycling revenue	45,121	-	-	-	45,121
Water charges	-	3,003,801	-	-	3,003,801
Water crane sales	-	16,212	-	-	16,212
Wastewater charges	-	-	1,306,903	-	1,306,903
Electric charges	-	-	-	11,639,162	11,639,162
Miscellaneous	-	-	1,250	24,752	26,002
<b>Total Operating Revenues</b>	<u>2,288,887</u>	<u>3,020,013</u>	<u>1,308,153</u>	<u>11,663,914</u>	<u>18,280,967</u>
<b>Operating Expenditures:</b>					
Personal Services	578,873	382,464	279,863	991,663	2,232,863
Utility Purchases	812,067	1,414,327	-	8,842,311	11,068,705
Materials, Maintenance & Services	194,111	376,555	278,547	548,686	1,397,899
Depreciation expense	98,232	320,589	406,032	424,155	1,249,008
<b>Total Operating Expenses</b>	<u>1,683,283</u>	<u>2,493,935</u>	<u>964,442</u>	<u>10,806,815</u>	<u>15,948,475</u>
<b>Operating Income(Loss)</b>	605,604	526,078	343,711	857,099	2,332,492
<b>Non-Operating Revenues(Expenses):</b>					
Investment income	7,234	5,259	1,735	10,023	24,251
Development fees	-	-	-	36,350	36,350
Hook up fees	-	42,919	-	37,216	80,135
Plant investment fees	-	-	36,150	-	36,150
Tap fees	-	66,377	-	-	66,377
Impact Fees	-	-	7,966	-	7,966
Gain(Loss) on disposal of assets/inventory	2,667	(316)	31,779	1,854	35,984
Miscellaneous	844	28,879	-	-	29,723
<b>Total Non-Operating Revenues(Expenses)</b>	<u>10,745</u>	<u>143,118</u>	<u>77,630</u>	<u>85,443</u>	<u>316,936</u>
<b>Net Income(Loss) before contributions &amp; transfers</b>	616,349	669,196	421,341	942,542	2,649,428
Capital contributions	-	133,620	402,011	100,866	636,497
Operating contributions	4,800	-	-	-	4,800
Transfers in(out)	(426,089)	(606,364)	(415,576)	(1,266,632)	(2,714,661)
<b>Changes in Net Position</b>	195,060	196,452	407,776	(223,224)	576,064
<b>Total Net Position - beginning</b>	<u>3,419,937</u>	<u>12,701,181</u>	<u>13,180,296</u>	<u>15,085,472</u>	<u>44,386,886</u>
<b>Total Net Position - ending</b>	<u>\$ 3,614,997</u>	<u>\$ 12,897,633</u>	<u>\$ 13,588,072</u>	<u>\$ 14,862,248</u>	<u>\$ 44,962,950</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming  
Statement of Cash Flows  
Proprietary Funds  
for the fiscal year ended June 30, 2015

Business-Type Activities - Enterprise Funds						
	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	Total Proprietary Funds	Discretely Presented Component Unit
<b>Cash Flows From Operating Activities</b>						
Receipts from customers	\$ 2,285,374	\$ 3,021,316	\$ 1,320,192	\$ 11,596,023	\$ 18,222,905	\$ 564,946
Payments to suppliers	(889,605)	(1,608,154)	(240,865)	(8,366,386)	(11,105,010)	(334,091)
Payments to employees	(561,369)	(368,761)	(274,959)	(965,975)	(2,171,064)	(619,118)
Other receipts/payments	-	-	1,250	24,752	26,002	16,115
Net Cash Provided by(used in) Operating Activities	<u>834,400</u>	<u>1,044,401</u>	<u>805,618</u>	<u>2,288,414</u>	<u>4,972,833</u>	<u>(372,148)</u>
<b>Cash Flows From Non-Capital Financing Activities</b>						
Operating grants	4,800	-	-	62,799	67,599	76,823
Passenger facility tax	-	-	-	-	-	128,016
Proceeds from hook up fees	-	42,919	-	37,217	80,136	-
Proceeds from tap fees	-	66,377	-	-	66,377	-
Miscellaneous income(expense)	845	28,878	-	-	29,723	3,659
Other Non-Capital Financing Activities	-	-	-	-	-	-
Operating transfers in(out)	(425,665)	(434,344)	(414,818)	(1,265,874)	(2,540,701)	304,552
Net Cash Provided by(used in) Noncapital Financing Activities	<u>(420,020)</u>	<u>(296,170)</u>	<u>(414,818)</u>	<u>(1,165,858)</u>	<u>(2,296,866)</u>	<u>513,050</u>
<b>Cash Flows From Capital and Related Financing Activities</b>						
Purchase of capital assets	(18,730)	(165,344)	(255,159)	(129,752)	(568,985)	(3,237,058)
Contributed capital revenues	-	58,484	-	61,166	119,650	3,134,844
Other Capital Financing Activities	-	-	-	(111,477)	(111,477)	-
Proceeds from development fees	-	-	-	36,350	36,350	-
Proceeds from plant investment & impact fees	-	-	44,116	-	44,116	-
Proceeds from the sale of capital assets	4,221	-	65,625	8,971	78,817	1,500
Net Cash Used in Capital and Related Financing Activities	<u>(14,509)</u>	<u>(106,860)</u>	<u>(145,418)</u>	<u>(134,742)</u>	<u>(401,529)</u>	<u>(100,714)</u>
<b>Cash Flows From Investing Activities</b>						
Interest and dividends	7,234	5,259	1,736	10,023	24,252	1,703
Net Cash Provided by(Used in) Investing Activities	<u>7,234</u>	<u>5,259</u>	<u>1,736</u>	<u>10,023</u>	<u>24,252</u>	<u>1,703</u>
<b>Net Increase(Decrease) in Cash and Cash Equivalents</b>	407,105	646,630	247,118	997,837	2,298,690	41,891
Balances - beginning of year	1,883,159	2,046,095	1,732,900	2,654,009	8,316,163	516,390
Balances - end of year	<u>\$ 2,290,264</u>	<u>\$ 2,692,725</u>	<u>\$ 1,980,018</u>	<u>\$ 3,651,846</u>	<u>\$ 10,614,853</u>	<u>\$ 558,281</u>
<b>Reconciliation of Operating Income(Loss) to Net Cash Provided by Operating Activities</b>						
Operating income(loss)	\$ 605,604	\$ 526,078	\$ 343,711	\$ 857,099	\$ 2,332,492	\$ (1,970,317)
Adjustments reconcile operating income to net cash provided(used) by operating activities:						
Depreciation	98,232	320,589	406,032	424,155	1,249,008	1,560,473
Change in assets and liabilities:						
Receivables	(3,513)	1,303	13,289	(52,476)	(41,397)	(9,030)
Inventory	14,326	(5,304)	(2,270)	177,013	183,765	10,408
Accounts payable	102,247	188,032	39,952	845,968	1,176,199	5,327
Accrued expenses	11,867	11,528	4,560	20,652	48,607	17,885
Prepaid expenses	-	-	-	-	-	(1,923)
Sales tax payable	-	-	-	1,630	1,630	-
Deferred Revenue	-	-	-	-	-	11,960
Customer deposit liability	-	-	-	9,337	9,337	-
Accrued compensated absences	5,637	2,175	344	5,036	13,192	3,069
Net Cash Provided by(Used in) Operating Activities	<u>\$ 834,400</u>	<u>\$ 1,044,401</u>	<u>\$ 805,618</u>	<u>\$ 2,288,414</u>	<u>\$ 4,972,833</u>	<u>\$ (372,148)</u>
<b>Non-Cash Activities:</b>						
Loss on sale of capital assets	\$ -	\$ 316	\$ 715	\$ -	1,031	\$ -
Contributed capital assets	<u>\$ -</u>	<u>\$ 91,320</u>	<u>\$ 402,011</u>	<u>\$ 23,008</u>	<u>\$ 516,339</u>	<u>\$ -</u>

See accompanying notes to the basic financial statements

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- A. FINANCIAL REPORTING ENTITY
- B. BASIS OF PRESENTATION
- C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING
- D. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES AND NET POSITION
- E. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES
- F. REVENUES, EXPENDITURES AND EXPENSES
- G. USE OF ESTIMATES
- H. RECENTLY ISSUED ACCOUNTING STANDARDS

**NOTE 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

- A. DEFICIT FUND BALANCES OR NET POSITION
- B. BUDGET REQUIREMENTS
- C. DEPOSITS AND INVESTMENTS REQUIREMENTS
- D. ACCOUNTS PAYABLE AND ACCRUED EXPENSES
- E. DEBT RESTRICTIONS AND COVENANTS

**NOTE 3. DETAIL NOTES - TRANSACTION CLASSIFICATION**

- A. DEPOSITS AND INVESTMENTS
- B. RECEIVABLES
- C. DUE FROM OTHER GOVERNMENTS
- D. RESTRICTED ASSETS
- E. CAPITAL ASSETS
- F. LONG-TERM DEBT
- G. INTERFUND BALANCES AND ACTIVITIES
- H. FUND BALANCES AND NET POSITION

**NOTE 4. OTHER NOTES**

- A. EMPLOYEE PENSION PLANS
- B. RISK MANAGEMENT
- C. LEASES
- D. COMPENSATED ABSENCES
- E. RELATED PARTY TRANSACTIONS
- F. SEGMENT INFORMATION FOR ENTERPRISE FUNDS
- G. COMMITMENTS AND CONTINGENCIES
- H. CHANGE IN ACCOUNTING PRINCIPLE
- I. SUBSEQUENT EVENTS/OTHER

**NOTE 5. COMPONENT UNIT - YELLOWSTONE REGIONAL AIRPORT**

- A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
- B. CASH AND INVESTMENTS
- C. CAPITAL ASSETS
- D. RISK MANAGEMENT
- E. CURRENT LIABILITIES

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- F. NET POSITION
- G. CAPITAL CONTRIBUTIONS
- H. PENSION PLAN
- I. DEFERRED COMPENSATION PLAN
- J. LEASE AGREEMENTS
- K. ECONOMIC DEPENDENCY
- L. RELATED PARTY TRANSACTIONS
- M. COMMITMENTS/SUBSEQUENT EVENTS/OTHER
- N. PRIOR PERIOD ADJUSTMENT

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**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City's accounting and financial reporting policies conform to accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in the subsequent sections of this Note.

**1.A. FINANCIAL REPORTING ENTITY**

In determining the financial reporting entity, the City complies with the provisions of GASB Statement No. 61, and includes all component units of which the City is fiscally accountable.

The reporting entity is comprised of the primary government and a discretely presented component unit. The primary government of the City of Cody consists of all funds and departments that are not legally separate from the City.

The City of Cody (City) is a municipal corporation located in Park County, Wyoming. The elected Mayor and six-member City Council represent the governing body responsible for the activities related to City government within the jurisdiction of the City. The government receives funding from local, state and federal government sources and must comply with the accompanying requirements of these funding sources.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's governing board and (1) the City is able to significantly influence the programs or services performed or provided by the organizations; or (2) the City is legally entitled to or can otherwise access the organization's resources; the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of or provide financial support to, the organization; or the City is obligated for the debt of the organization. Component units also may include organizations that are fiscally dependent on the City in that the City approves the budget, levies their taxes or issues their debt.

The City has one component unit that is discretely presented in the City's report as presented below:

*Yellowstone Regional Airport* - created in 1980 to construct, maintain, equip, operate and conduct an airport and incidental facilities. The governing body consists of seven members of whom four are appointed by the City Council and three are appointed by the Park County Commissioners. Any issuance of debt would require the approval of the City and Park County. The City funds approximately 60% of the Airport's operational revenue shortfall. Additional disclosures related to Yellowstone Regional Airport are located in NOTE 5. Complete financial statements of the individual discretely presented component unit can be obtained from the administrative office at: Yellowstone Regional Airport, Attn: Administrative Offices, 2101 Roger Sedam Drive, Cody, WY 82414.

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The component unit column included on the government-wide financial statements identifies the financial data of the City's discretely presented component unit. It is reported separately to emphasize that it is legally separate from the City.

Related Organizations

The following related organizations are not included in the financial reporting entity:

Wyoming Municipal Power Agency - provides electrical generation and distribution services to its eight member communities.

Shoshone Municipal Pipeline - operates a pipeline and water treatment facility to sell water to the six communities participating in the joint powers venture.

The City appoints one or two representatives to serve on each of these joint powers boards. However, in each case there are at least 5 other board members selected by other entities. Each board hires its own management, sets its own rates and is responsible for its own expenses. The City is not liable for losses of any of the boards and does not provide a significant amount of funding for any of the boards.

**1.B. BASIS OF PRESENTATION**

New Accounting Standards Implemented:

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, effective for periods beginning after June 15, 2014, enhances the decision-usefulness of information in employer and governmental non-employer contributing entity financial reports by requiring recognition of the entire net pension liability and a more comprehensive measure of pension expense. Requirements of this statement which are applicable to the City of Cody were implemented for the fiscal year ending June 30, 2015.

GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB No. 68*, the objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, *Accounting and Financial Reporting for Pensions*. The issue relates to amounts associated with contributions, if any, made by a state or local government employer or non-employer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability. The provisions of this Statement are required to be applied simultaneously with the provisions of Statement 68. Requirements of this statement which are applicable to the City of Cody were implemented for the fiscal year ending June 30, 2015.

Government-Wide Financial Statements:

The statement of net position and statement of activities display information about the City as a whole including component units. They include all financial activities of the reporting entity except for fiduciary activities, of which the City maintains none. Eliminations have been made to minimize the double reporting of transactions involving internal activities. Individual funds

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are not displayed in these statements. Instead, the statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between the expenses and program revenues directly associated with the different governmental functions and business-type activities to arrive at the net revenue or expense of the function or activity prior to the use of taxes and other general revenues. Program revenues include (1) fees, fines and service charges generated by the program or activity, (2) operating grants and contributions that are restricted to meeting the operational requirements of the program or activity, and (3) capital grants and contributions that are restricted to meeting the capital requirements of the program or activity.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Separate financial statements are presented for the two major fund categories: governmental and proprietary. An emphasis of the fund financial statements is placed on major governmental and enterprise funds. The General Fund is always reported as a major fund. Other funds are considered major if they meet the following criteria:

- a. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund is at least 10% of the corresponding total for all funds of that category or type, AND
- b. Total assets, liabilities, revenues or expenditures/expenses of the individual governmental fund or enterprise fund that are at least 5% of the corresponding total for all governmental and enterprise funds combined.
- c. A fund not meeting the criteria of (a) and (b), however management has elected to report the fund as a major fund due to its significance to users of the financial statements.

All remaining governmental and enterprise funds not meeting the above criteria are aggregated and reported as non-major funds. The funds of the financial reporting entity are described below:

GOVERNMENTAL FUNDS

General Fund

The General Fund is the primary operating fund of the City. It is used to account for all activities except those legally or administratively required to be accounted for in other funds. This fund is always a major fund.

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Special Revenue Funds

Special Revenue funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for certain purposes. The reporting entity includes the following special revenue fund:

*Lodging Tax Fund* - accounts for revenues and expenditures of lodging taxes which are to be used to support community functions and activities. This fund is a major fund by the election of management.

Capital Projects Funds

Capital Projects funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items. The reporting entity includes the following capital projects funds, of which all are non-major funds:

*Public Improvements Fund* - accounts for proceeds specifically required for the use of public improvements for governmental type activities and for proceeds designated for capital improvements by the management.

*Vehicle Replacement Fund* - accounts for transfers from other funds within the primary government which is for the purchase vehicles and equipment. Transfers are based upon each department's vehicles and assigned replacement schedules to allocate appropriate funds to cover future replacements. Although projects such as construction are not being performed, the City considers this a capital project fund.

Proprietary Funds

Proprietary funds include enterprise and internal service funds. Enterprise funds are used to account for business-like activities for services provided to the general public. Internal service funds are used to account for business-like activities provided and charged to other funds or entities within the reporting entity. Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Non-operating revenues of the proprietary funds include such items as investment earnings and subsidies. The reporting entity includes the following proprietary funds, each of which are major funds:

*Solid Waste Fund* - accounts for the activities of the department responsible for maintaining a dependable system for collecting and disposing of solid waste and recyclable materials in the City.

*Water Fund* - accounts for activities of the department responsible for providing a safe, potable water supply and an irrigation water supply to the community.

*Wastewater Fund* - accounts for the activities of the department responsible for maintaining a dependable system for collecting and treating the City's wastewater.

*Electric Fund* - accounts for activities of the department responsible for providing a dependable electric supply to the community.

## **1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

Measurement focus is a term used to describe **how** transactions are recorded within the financial statements. Basis of accounting refers to **when** transactions are recorded regardless of the measurement focus applied.

### Measurement Focus

#### *Government-wide and Proprietary Fund Financial Statements*

In the government-wide Statement of Net Position and the Statement of Activities, and the proprietary and fiduciary fund statements the "economic resources" measurement focus is applied. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported.

#### *Governmental Fund Financial Statements*

In the governmental fund financial statements, a "current financial resources" measurement focus is applied. Under this focus, only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

### Basis of Accounting

#### *Government-wide, Proprietary and Fiduciary Fund Financial Statements*

In the government-wide Statement of Net Position and Statement of Activities, and the proprietary fund financial statements the accrual basis of accounting is applied. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic assets are used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

#### *Governmental Fund Financial Statements*

In the governmental fund financial statements the modified accrual basis of accounting is applied. Under the modified accrual basis of accounting revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City has defined "available" as collected within 60 days after year end. Sales and use taxes, franchise taxes, lodging taxes, court fines and interest are considered susceptible to accrual. Expenditures, including capital outlay, are recorded when the related fund liability is incurred, except for long-term debt principal and interest, claims and judgments, and accrued compensated absences, which are recorded as expenditures to the extent they have matured. Proceeds of general long-term debt and capital leases are reported as other financial sources.

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**1.D. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES,  
AND NET POSITION/FUND EQUITY**

Cash and Cash Equivalents

Cash and cash equivalents include all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. Investments in open-ended mutual fund money market accounts are also considered cash equivalents and are reported at the funds current share price.

Investments

Investments consist of U.S. government securities and bonds. These investments are purchased with the intention of holding to maturity and are therefore reported at cost.

Receivables

Material receivables in governmental funds and governmental activities include revenue accruals such as sales tax, franchise tax, grants and other similar intergovernmental revenues since they are usually both measurable and available. Non-exchange transactions collectible but not available are deferred in accordance with GASB 33. Interest and investment earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available at the fund level.

Proprietary-type funds, business-type activities and similar component unit's material receivables consist of all revenues earned at year -end and not yet received. Utility accounts receivable comprise the majority of proprietary fund receivables. Component unit material receivables consist of due from other governments and various fee receivables.

Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

Prepaid Items

Payments made to vendors for service that will benefit periods beyond June 30, 2015, are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and reflecting the expenditure/expense in the year in which services are consumed. At the fund reporting level, an equal amount of fund balance is reported as non-spendable as this amount is not available for general appropriation.

Inventories

The City records consumable materials and supplies as an asset when purchased and expended as consumed. Such inventory is valued at average cost.

Capital Assets and Depreciation

The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund type or proprietary fund type operations and whether they are reported in the government-wide or fund financial statements.

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Notes to Basic Financial Statements  
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*Government-Wide Statements*

In the government-wide financial statements, property, plant and equipment are accounted for as capital assets. The City's capitalization threshold varies by asset classification and category. The range of asset capitalization threshold by asset classification is noted below:

<b>Classification</b>	<b>Threshold</b>
Land	\$5,000
Intangibles	\$5,000
Buildings	\$25,000
Other Improvements	\$25,000
Machinery & Equipment	\$ 5,000
Furniture & Fixtures	\$ 5,000
Infrastructure	\$5,000 - \$25,000

All capital assets are valued at historical cost or estimated historical cost if actual cost is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. General infrastructure assets (such as roads, bridges, and traffic systems) acquired prior to July 1, 2006, are reported at estimated historical cost using deflated replacement costs. The cost of normal maintenance and repairs to these assets that do not add materially to the value of the asset or significantly extend the assets' useful lives are not capitalized. Interest costs, net of interest earned on any invested capital debt proceeds, are capitalized when incurred by proprietary funds.

Depreciation of all exhaustible capital assets is recorded as an operating expense in proprietary fund financial statements and as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net position. Depreciation is calculated over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

<b>Asset Type</b>	<b>Useful Life</b>
Buildings	30 – 50 Years
Other Improvements	10 Years
Intangibles	1-5 Years
Machinery & Equipment	5 – 10 Years
Furniture & Fixtures	5 Years
Infrastructure	5 – 50 Years

In the government fund financial statements, capital assets acquired are accounted for as capital outlay expenditures.

Restricted Assets

Restricted assets include cash and investments of enterprise funds and business-type activities that are legally restricted as to their use. The primary restricted assets are related to customer utility deposits.

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Notes to Basic Financial Statements  
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Long-Term Debt

Accounting treatment of long-term debt varies depending upon the source of repayment and the measurement focus applied, and whether the debt is reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental activities, business-type activities, proprietary fund and component unit resources are reported as liabilities incurred. The long-term debt consists primarily of accrued compensated absences, liability for claims, notes payable, and revenue bonds payable. This long-term debt is reported net of unamortized premiums, discounts, and amounts deferred from refundings, if applicable.

Long-term debt of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures.

As of June 30, 2015 the only debt that exists is accrued compensated absences and customer deposit liabilities in both the governmental and business-type funds.

Compensated Absences

The City's policies regarding vacation and compensatory time permit employees to accumulate varying amounts as determined by management.

The City's sick leave policy caps sick leave accruals at 720 hours and employees with balances in excess of 720 as of the adoption date are allowed to keep all of the hours accrued until such time that the employees use the hours below 720. Eligible employees may be able to convert a portion of their accrued sick leave towards the employee's 457 Deferred Compensation account or Health Savings account or a combination of both based on a longevity percentage table upon an eligible separation of employment.

Vacation time off with pay is available to regular full time and regular part time employees. The amount of paid vacation time employees receive each year increases with the length of their employment. Full time employees may carry 80 hours of accrued vacation leave and part time employees may carry 40 hours of accrued vacation leave into a new calendar year. Vacation time off is paid at the employee's base rate of pay at the time of vacation

The estimated liabilities for vested benefits also include salary-related payments such as employment taxes. Compensated absences are reported as accrued in the government-wide, proprietary and component unit financial statements. Governmental funds report only the matured compensated absences payable to currently terminating employees.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position/balance sheet may include a line for deferred outflows of resources. This element represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

City of Cody, Wyoming  
Notes to Basic Financial Statements  
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In addition to liabilities, the statement of net position/balance sheet may include a line for deferred inflows of resources. This element represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

At June 30, 2015 the City of Cody reported on the Statement of Net Position a deferred outflow in the amount of \$537,793 for its proportionate share of the Wyoming Retirement System's net pension liability. The amount attributable to the General Fund is \$390,542 and the amount attributable to the proprietary funds is \$147,251. See Notes 4.A. and 4.H. for additional information regarding the pension liability. The City has deferred revenue that qualifies for reporting on the Balance Sheet in this category in the amount of \$155,695 which represents court fines, motor vehicle taxes and severance taxes.

Equity Classifications

*Government-Wide and Proprietary Fund Financial Statements:*

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources on the government-wide financial statements. Net position is classified in the following categories:

- a. Net investment in capital assets – Consists of capital assets net of accumulated depreciation and reduced by outstanding debt that is attributed to the acquisition, construction or improvement of the assets.
- b. Restricted net position – Consists of amounts restricted by creditors, grantors, contributors or laws or regulations of other governments.
- c. Unrestricted net position – Consists of the net position that does not meet the definition of “net investment in capital assets” or “restricted net position”.

*Governmental Fund Financial Statements:*

In the fund financial statements, governmental fund balance is presented in five possible categories:

- a. Nonspendable – resources which cannot be spent because they are either (a) not in spendable form or; (b) legally or contractually required to be maintained intact.
- b. Restricted – resources with constraints placed on the use of resources are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- c. Committed – resources which are subject to limitations the government imposes upon itself at its highest level of decision making, and that remain binding unless removed in the same manner. The commitment or use of Committed Resources is accomplished through an Ordinance or Resolution of the City Council, usually during the annual budget process or subsequent budget amendment.

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- d. Assigned – resources neither restricted nor committed for which a government has as stated intended use as established by the governing body. The assignment or use of Assigned Resources is accomplished by Council action.
- e. Unassigned – resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount.

*Application of Net Position:*

It is the City of Cody’s policy to first use restricted net position, prior to the use of unrestricted net position, when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

*Application of Fund Balance:*

When both restricted and unrestricted fund balances are available for use, it is the City’s policy to use externally restricted fund balances first. Furthermore, committed fund balances are reduced first, followed by assigned fund balances and then unassigned fund balances when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

**1.E. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES**

In the process of aggregating the financial information for the government-wide financial statement, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

*Vehicle Maintenance Allocation:* The City of Cody operates a Vehicle Maintenance department in the General Fund. The main function of this department is to provide maintenance and repair services on fleet vehicles and equipment. Under City policies, certain interdepartmental services performed by one department for another are credited to the performing department and charged to the receiving department to reflect the accurate cost of programs. For reporting purposes, the Enterprise Fund charges are shown as transfers in/out between funds. The General Fund activities are credited to the performing department and charged as an expense to the receiving departments. The cost allocation is calculated annually based on each department’s percentage of use; therefore, actual costs are not being allocated. The cost allocation for this fiscal year was distributed as follows:

Fund	Allocation Value
General Fund	\$ 150,135
Solid Waste Fund	74,062
Water Fund	6,388
Wastewater Fund	29,104
Electric Fund	19,899
Total	\$ 279,588

City of Cody, Wyoming  
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*Government-Wide Financial Statements:*

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

- a. Internal balances – amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are reported as internal balances.
- b. Internal activities – amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide statement of activities except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers – Internal Activities. The effects of interfund services between funds are not eliminated in the statement of activities.
- c. Primary government and component unit activity and balances – resource flows between the primary government and the discretely-presented component units are reported as if they were external transactions.

*Fund Financial Statements:*

Interfund activity, if any, within and among the governmental, proprietary fund and fiduciary categories is reported as follows in the fund financial statements:

- a. Interfund loans – amounts provided with a requirement for repayment are reported as interfund receivables and payables.
- b. Interfund services – sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.
- c. Interfund reimbursements – repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.
- d. Interfund transfers – flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

## **1.F. REVENUES, EXPEDITURES, AND EXPENSES**

### Sales Tax

The City presently levies a four cent sales tax on taxable sales within the City. The sales tax is collected by the State and remitted to the City the month following receipt by the State. The sales tax recorded is allocated to General Fund operations. Sales tax resulting from sales occurring prior to year end and received by the City after year end have been accrued and are

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included under the caption, *Due from other governments* since they represent taxes on sales occurring during the reporting period.

Property Tax

The Park County Treasurer acts as an agent to collect property taxes levied in the County for all taxing authorities. Collections are distributed after the end of each month.

Property Tax Calendar

August 10	Taxes are levied and become an enforceable lien on the properties
September 1	First of two equal installment payments is due
November 10	First installment is delinquent
March 1	Second installment is due
May 10	Second installment is delinquent

According to GASB #33 (Non-exchange Revenues), a receivable can be recorded at the earliest of the date of the assessment or the date a lien is placed on the property. Neither of these items occurs prior to June 30<sup>th</sup> for the upcoming levy, therefore the August levy included in the current fiscal year is the basis for the receivable.

Grants

The City participates in various grant activities depending on the applicable projects and/or grants available. Expenditures from certain grants are subject to audit by the grantor, and the City is contingently liable to refund amounts received in excess of allowable expenditures.

During the fiscal year the City of Cody acted as the pass through agency for the following grants through the Wyoming Business Council:

Cody Laboratories Expansion Project: A project between the City of Cody, Forward Cody Wyoming Inc, Cody LCI Realty LLC and Wyoming Business Council (WBC) to construct a 10,282 square foot hazardous materials warehouse facility on two lots totaling 2.6 acres located in the North Cody Industrial Park. This grant was awarded for \$2,531,424. As part of the consideration for funding the construction of the warehouse the City of Cody was required to file a security interest on the facility prior to any other security interests and liens. The City of Cody shall release its security interest after twenty (20) years or upon WBC's approval.

Habitat for Humanity Project: A project between Mountain Spirit Habitat for Humanity and the City of Cody to complete the installation of streets, water and wastewater infrastructure in an affordable housing subdivision. The grant was awarded for \$395,000.

Expenditures & Expenses

In the government-wide statement of activities expenses including depreciation of capital assets are reported by function or activity. In the governmental fund financial statements expenditures are reported by class (further reported by function) as current, capital outlay and debt service. In proprietary fund financial statements, expenses are reported by object or activity.

## **1.G. USE OF ESTIMATES**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

## **1.H. RECENTLY ISSUED ACCOUNTING STANDARDS**

GASB Statement No. 72, *Fair Value Measurement and Application*. Effective for periods beginning after June 15, 2015. This Statement addresses accounting and financial reporting issues related to fair value measurements. The definition of *fair value* is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2015-2016.

GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68 and Amendments to Certain Provisions of GASB Statements 67 and 68*. Effective for periods beginning after June 15, 2016. The requirements of this Statement extend the approach to accounting and financial reporting established in Statement 68 to all pensions, with modifications as necessary to reflect that for accounting and financial reporting purposes, any assets accumulated for pensions that are provided through pension plans that are not administered through trusts that meet the criteria specified in Statement 68 should not be considered pension plan assets. It also requires that information similar to that required by Statement 68 be included in notes to financial statements and required supplementary information by all similarly situated employers and non-employer contributing entities. This Statement also clarifies the application of certain provisions of Statements 67 and 68. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2016-2017.

GASB Statement No. 74, *Financial Reporting for Postemployment Benefit Plans. Other than Pension Plans*. Effective for periods beginning after June 15, 2016. This Statement replaces Statements No. 43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*. It also includes requirements for defined contribution OPEB plans that replace the requirements for those OPEB plans in Statement No. 25, *Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans*, as amended, Statement 43, and Statement No. 50, *Pension Disclosures*. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2016-2017.

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GASB Statement No. 75, *Financial Reporting for Postemployment Benefit Plans. Other than Pension Plans*. Effective for periods beginning after June 15, 2017. This Statement replaces the requirements of Statements No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*, for OPEB. Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, establishes new accounting and financial reporting requirements for OPEB plans. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2017-2018.

GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. Effective for periods beginning after June 15, 2015. This Statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and non-authoritative literature in the event that the accounting treatment for a transaction or other event is not specified within a source of authoritative GAAP. This Statement supersedes Statement No. 55, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2015-2016.

GASB Statement No. 77, *Tax Abatement Disclosures*. Effective for periods beginning after December 15, 2015. This Statement requires governments that enter into tax abatement agreements to disclose certain information about the agreements. If there are any requirements of this statement which are applicable to the City of Cody, they will be implemented for the Fiscal Year 2015-2016.

## **NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

By its nature as a local government unit, the City and its component units are subject to various federal, state and local laws and contractual regulations.

### **2.A. DEFICIT FUND BALANCES OR NET POSITION**

Wyoming Statutes prohibit the creation of a deficit fund balance in any individual fund of the City. For the year ended June 30, 2015, the City had not incurred a fund balance deficit in any individual fund.

### **2.B. BUDGET REQUIREMENTS**

The City prepares its annual operating budget under the provisions of Wyoming State Statutes for all the funds. In accordance with those provisions, the following process is used to adopt the annual budget:

- a. Prior to June 1, the City administrator submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. A public hearing is conducted to obtain citizen comments.

- c. Subsequent to the public hearing the budget is adopted by Ordinance of the City Council.
- d. By July 31 the adopted budget is filed with the State and County.

Budgets for governmental funds are prepared using the modified cash basis of accounting. Proprietary funds budgets are prepared using the accrual basis of accounting. The statutory legal level of control at which expenditures may not legally exceed appropriations is the fund level. The City adopts, manages and amends its budget at the department level as well as by total fund level. Management control is at budgetary line item level. The Council may amend the budget once it is approved and may authorize transfers within the various budgetary programs in any fund. Unused appropriations for all funds lapse at the end of the year. The City does not use encumbrance accounting.

## **2.C. DEPOSITS AND INVESTMENTS REQUIREMENTS (POLICIES)**

In accordance with State law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State of Wyoming or political subdivision debt obligations or surety bonds. Investments of a City are limited by State law to the following:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State of Wyoming is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime banker's acceptances, prime commercial paper and repurchase agreements involving securities which are authorized investments under State Statutes.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs a, b, c and d.

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## **2.D. ACCOUNTS PAYABLE AND ACCRUED EXPENSES**

### Related Party Payables

The City of Cody had \$921,481 payable to the following related parties at June 30, 2015: \$143,801 in the Water Fund payable to Shoshone Municipal Pipeline and \$777,680 payable to Wyoming Municipal Power Agency. Further disclosure of related party transaction is reported in Note 4E.

### Accrued Expenses

The City of Cody reported \$342,668 in accrued expenses as of June 30, 2015. Accrued expenses consist of wages earned by employees through June 30, 2015 which had not yet been paid and related payroll liabilities such as FICA. Due to the dates and report filing of certain payroll related expenses for items such as workers compensation and retirement these items are also included in the accrual. These items were not paid prior to June 30, 2015 for their respective liability.

## **2.E. DEBT RESTRICTIONS AND COVENANTS**

### General Long-Term Debt

As required by State Statutes, the City may not incur any indebtedness that would require payment from resources beyond the current fiscal year revenue without first obtaining voter approval. For the year ended June 30, 2015 the City incurred no such debt or obligations.

## **NOTE 3. DETAIL NOTES ON TRANSACTION CLASSIFICATION**

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues and expenditures/expenses.

## **3.A. DEPOSITS AND INVESTMENTS**

The City's investment policy is adopted pursuant to the requirements of W.S. 9-4-831(h). It is the policy of the City of Cody to invest public funds in a manner which will provide a reasonable rate of investment return while assuring the maximum holding of principal, meeting the daily cash flow demand of the City of Cody, and conforming to all federal, state, and local laws and regulations governing the investment of public funds. This policy applies to the investment of all public funds maintained by the City of Cody and except for cash held for certain restricted purposes the City of Cody consolidates cash balances from all funds to maximize investment earnings. Investment income is allocated to the various funds based on their respective participation and in accordance with Generally Accepted Accounting Principles.

City of Cody, Wyoming  
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Deposits with Financial Institutions

The City of Cody maintains funds on deposit at a local bank branch in non-interest bearing checking accounts. At June 30, 2015 the carrying amount of the City's cash and cash equivalents was \$12,959,580. The deposits with financial institutions as of the same date totaled \$12,885,257. The deposits were collateralized as follows:

Balance at June 30, 2015	Pledged Collateral	FDIC Insurance	Total Bank Collateral	Bank Collateral Over(under) Requirements
\$ 12,959,580	\$ 17,292,443	\$ 250,000	\$ 17,542,443	\$ 4,582,863

Investments

The City of Cody maintains investments in direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged. It is the City's policy to purchase investments and hold them to maturity, therefore investments are reported at cost rather than fair market value. As of June 30, 2015 the City of Cody held the following investments:

Issuing Agency	Original Cost	Par Value	Market Value at June 30, 2015
Federal Farm Credit Banks (FFCD)	\$1,542,918	\$1,540,000	\$1,529,720
Federal Home Loan Mortgage Corporation (FHLMC)	\$2,330,467	\$2,340,000	\$2,299,599
Federal National Mortgage Association (FNMA)	\$2,106,189	\$2,120,000	\$2,099,344
Total	\$5,979,574	\$6,000,000	\$5,928,663

Investment and Deposit Risk

*Custodial credit risk* is the risk that, in the event of bank failure, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party (Wells Fargo Bank).

Bank Deposits – The City of Cody maintained 100% pledging of its deposits in financial institutions. FDIC covered \$250,000 of the bank balance while the remaining balance was secured by the pledging of additional collateral. At June 30, 2015 the collateral on the City of Cody's deposits exceeded the amount on deposit by \$4,582,863.

Third Party Payment Processors – the City of Cody utilizes third party payment processors for the collection of electronic payments from customers via credit card or automatic bank account debits. These transactions are processed through a financial institution and covered under the FDIC insurance.

*Interest rate risk* is the risk that is associated with declines or rises in interest rates which cause an investment in a fixed-income holding to increase or decrease in value. The City's policy provides that to the extent practicable, investments are matched with anticipated cash flows and are diversified to minimize the risk of loss resulting from an over-concentration of assets in a specific maturity period or single issuer.

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*Concentration of credit risk* is the risk of loss attributed to the magnitude of the City’s investment in a single issuer. The City of Cody invests only in U.S. backed securities and bonds issued by different government agencies.

*Call risk* is the risk that is specific to bond issues and refers to the possibility that an instrument will be called prior to maturity and usually goes hand in hand with reinvestment risk. The City of Cody’s investments are split 44% callable and 56% non-callable.

*Reinvestment risk* is the risk that in a declining interest rate environment investments offered do not provide the same level of income. Falling interest rates lead to a decline in cash flow from an investment when its principal is reinvested at lower rates. As of June 30, 2015 none of the City’s bond investments had been called or had matured.

*Market risk* is the risk that the value of a holding will increase or decline as a result of changes in market conditions. The City of Cody has a “buy and hold” policy meaning that bonds are held until maturity.

**3.B. RECEIVABLES**

As required by GASB #33, there is a court fine receivable recorded on the books in the amount of \$357,997 with an uncollectible allowance recorded of \$311,377. Many of the outstanding fines fall into the category of over 120 days past due, however, they are typically years past due and not considered collectible. Many of these accounts have been sent to collections.

A significant portion of the charges for services receivables are due from residents of Cody, Wyoming for utility services. Other receivables in the governmental funds consist of billings through the City’s accounts receivable system for items such as building permits, miscellaneous items, licenses, etc. Proprietary funds accounts receivable consist of usage and tap fees billed to customers (solid waste, water, wastewater, and electric). They are as follows:

	Governmental	Enterprise Funds	Total
Accounts Receivable – billed	\$ 174,611	\$ 1,207,964	\$ 1,382,575
Accounts Receivable – unbilled	6,513	1,280,303	1,286,816
Allowance for Uncollectible Accounts	(45,029)	(119,970)	(164,999)
Accounts Receivable, net of allowance for uncollectible accounts	\$ 136,095	\$ 2,368,297	\$ 2,504,392

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**3.C. DUE FROM OTHER GOVERNMENTS**

Due from other governments consists of those revenues due from outside governmental agencies such as the county, state and federal government. The following is a schedule of those receivables and related deferred revenues:

	Governmental		Business-Type
	<u>Receivable</u>	<u>Deferred</u>	<u>Receivable</u>
Grants	\$ 59,960	\$ 0	\$ 0
Sales and Use Tax	568,946	-	-
Ad Valorem (Property) Tax	14,649	-	-
Severance Tax	58,875	58,876	-
Cigarette Tax	6,146	-	-
Lodging Tax	11,129	-	-
Motor Vehicle Tax	70,135	70,135	-
Gasoline Tax	33,216	-	-
Total	\$ 823,056	\$ 129,011	\$ 0

The amount shown on this schedule for Governmental deferred revenue (\$129,011) differs from deferred revenue total shown on the Governmental Funds Balance Sheet deferred revenue (\$155,695) due to certain deferred revenue not derived from intergovernmental sources.

**3.D. RESTRICTED ASSETS**

The restricted assets as of June 30, 2015 are comprised of customer deposits (see Note 3.F.) and were as follows:

Type of Restricted Assets	Governmental	Enterprise Funds
General Fund	\$ 12,276	\$ -
Electric Fund	-	249,680
Total Restricted Assets	\$ 12,276	\$ 249,680

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**3.E. CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2015 was as follows:

**GOVERNMENTAL CAPITAL ASSETS**

	Balance at July 1, 2014	Adjustments	Additions	Disposals	Balance at June 30, 2015
Land	\$ 2,277,647	\$ -	\$ 149,844	\$ (21,405)	\$ 2,406,086
Construction in Progress	188,745	-	92,362	(154,231)	126,876
Buildings	13,010,558	245,339	-	-	13,255,897
Intangibles	76,400	-	-	-	76,400
Improvements	4,889,790	-	-	-	4,889,790
Furniture & Fixtures	75,503	-	-	-	75,503
Machinery & Equipment	4,825,121	-	388,282	(293,177)	4,920,226
Infrastructure	16,306,206	-	674,197	-	16,980,403
Total Assets	41,649,970	245,339	1,304,685	(468,813)	42,731,181
Accumulated Depreciation:	(13,574,356)	(73,319)	(1,062,495)	263,176	(14,446,994)
Net Capital Assets	28,075,614	172,020	242,190	(205,637)	28,284,187

**PROPRIETARY CAPITAL ASSETS**

	Balance at July 1, 2014	Adjustments	Additions	Disposals	Balance at June 30, 2015
Land	\$ 614,332	\$ -	\$ -	\$ -	\$ 614,332
Construction in Progress	41,761	-	261,392	(35,294)	267,859
Buildings	1,869,319	(245,340)	-	-	1,623,979
Intangibles	19,900	-	-	-	19,900
Improvements	139,788	-	-	-	139,788
Machinery & Equipment	4,259,781	-	438,196	(576,319)	4,121,658
Infrastructure	46,910,221	-	535,021	-	47,445,242
Total Assets	53,855,102	(245,340)	1,234,609	(611,613)	54,232,758
Accumulated Depreciation:	(19,370,634)	73,319	(1,249,010)	529,029	(20,017,292)
Net Capital Assets	\$ 34,484,468	\$(172,021)	\$ (14,401)	\$ (82,584)	\$ 34,215,466

**3.F. LONG-TERM DEBT**

The reporting entity's long-term debt is segregated between the amounts to be repaid from governmental funds (Government Activities Long-Term Debt) and the amounts to be repaid from proprietary funds (Business-Type Activities Debt).

As of June 30, 2015 the City's long-term debt consisted of the following:

*Accrued Compensated Absences:* Accrued compensated absences reported in the governmental activities are comprised of accrued vacation leave, sick leave and compensatory time.

*Customer Deposit Liability:* Utility customers without acceptable credit history are required to pay a meter deposit to obtain utility services. Utility deposits are refundable

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after 12 consecutive months of on-time payment history. Other customer deposits include encroachment deposits, landscaping deposits and bid bonds. Other deposits are refundable upon completion of the requirements of each type of deposit, typically within 12 months.

**CHANGES IN LONG TERM DEBT**

	Balance at July 1, 2014	Additions	Deductions	Balance at June 30, 2015	Amounts Due within a Year
<b>Governmental Activities:</b>					
Accrued Compensated Absences	\$328,967	\$7,757	\$ -	\$336,724	\$184,084
Customer Deposits	<u>38,039</u>	<u>-</u>	<u>(25,763)</u>	<u>12,276</u>	<u>12,276</u>
Total Governmental Activities	367,006	7,757	(25,763)	349,000	196,360
<b>Business-Type Activities:</b>					
Accrued Compensated Absences	\$187,296	\$ 13,192	\$ -	\$200,488	\$85,373
Customer Deposits	<u>240,343</u>	<u>9,337</u>	<u>-</u>	<u>249,680</u>	<u>249,680</u>
Total Business-Type Activities	427,639	22,529	-	450,168	335,053
Total Long Term Debt	\$794,645	\$30,286	\$(25,763)	\$799,168	\$531,413

**3.G. INTERFUND BALANCES AND ACTIVITIES**

The City of Cody utilizes interfund transfers for both operating and capital purposes such as allocations to the Vehicle Replacement Fund, operating transfers from the Lodging Tax fund to the General Fund to finance community events and activities paid for by General Fund departments, and operating transfers from the Proprietary Funds to the General Fund to pay for costs associated with accounting, utility billing, and other administrative services paid for by the General Fund. Interfund transfers for the year ended June 30, 2015 were as follows:

		<b>TO</b>		
<b>Fund</b>	<b>General Fund</b>	<b>Vehicle Replacement Fund</b>	<b>Total</b>	
General Fund	\$ -	\$ 288,950	\$ 288,950	
Lodging Tax Fund	\$ 32,053	\$ -	\$ 32,053	
Solid Waste Fund	\$ 354,360	\$ 71,305	\$ 425,665	
Water Fund	\$ 418,561	\$ 15,783	\$ 434,344	
Wastewater Fund	\$ 286,932	\$ 127,885	\$ 414,817	
Electric Fund	\$ 1,208,422	\$ 57,452	\$ 1,265,874	
<b>Totals</b>	<b>\$ 2,300,328</b>	<b>\$ 561,375</b>	<b>\$ 2,861,703</b>	

The amount shown in this chart differs from the transfers shown on the Statement of Activities due to certain capital assets being transferred between funds.

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The following capital contributions are recorded as other financing sources due to the purchase of capital assets by the Vehicle Replacement Fund:

Fund	Amount
Wastewater	\$ 325,654
Electric	23,008
Total	\$ 348,662

The amount shown on this schedule (\$348,662) for capital contributions differs from capital contributions total shown on the Statement of Revenues, Expenses and Changes in Fund Net Position Proprietary Funds capital contributions (\$636,497) due to contributed capital received from outside agencies.

At fund level, the purchase by the governmental fund is recorded as capital outlay expenditure and is a capital contribution in the proprietary fund. However for the government-wide financial statements this activity is treated as a transfer between funds and activity is eliminated.

Payments between the primary government and the component unit for the year ended June 30, 2015 were as follows:

Payment From	Payment To	Amount	Nature of Transfer
<b>General Fund</b>	Yellowstone Regional Airport	\$182,706	Operational Subsidy

### 3.H. FUND BALANCES AND NET POSITION

#### Components of Fund Balances

As of June 30, 2015 fund balances components consisted of the following:

Fund	Non-Spendable	Restricted	Committed	Assigned
General Fund	\$ 369,621	\$ 44,998	\$ -	\$ 119,334
Public Improvements Fund	-	49,481	-	-
Vehicle Replacement Fund	-	-	-	2,507,252
Lodging Tax Fund	-	-	-	51,402
Total	\$ 369,621	\$ 94,479	\$ -	\$ 2,677,988

#### Net Asset Restrictions

In the governmental activities at the government-wide level there is a restriction in the amount of \$94,479 due to certain assets being restricted to a specific use such as the public improvements fund (\$49,481), police forfeiture funds (\$11,898), PEG grant (\$12,000) and convention center project (\$21,100).

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**NOTE 4. OTHER NOTES**

**4.A. EMPLOYEE PENSION PLANS**

The City and all full-time and regular part-time employees participate in the Wyoming Retirement System (WRS), a cost-sharing multi-employer public employee retirement system. All Full-time employees are required to participate in WRS.

The WRS has plan assets of \$6,672,165,875 and a total pension liability of \$8,436,858,102, creating a net pension liability of \$1,764,692,227. The City of Cody's prorated share of the net pension liability is based on the ratio of actual contributions paid to WRS by the City to the total paid by all participants of the plan. The measurement date of the unfunded pension liability was December 31, 2014. The City of Cody's share of the net pension liability is \$4,335,520, which is attributable to the funds as follows:

Fund	Net Pension Liability	Deferred Outflow	Net Change
General Fund	\$ 3,148,420	\$ 390,542	\$ 2,757,878
Solid Waste Fund	286,696	35,562	251,134
Water Fund	247,437	30,693	216,744
Wastewater Fund	132,655	16,455	116,200
Electric Fund	<u>520,312</u>	<u>64,541</u>	<u>455,771</u>
Total	\$ 4,335,520	\$ 537,793	\$ 3,797,727

WRS pays employees a defined benefit depending upon years of service and earnings using an accrued benefit cost method. The total contribution rate for public employees in Fiscal Year 2014-2015 was 15.87%, of which the City paid 11.44% and the employee paid 4.43%. Law enforcement employees participate at a higher contribution level of 17.2% of which the City paid 10.9% and employees paid 6.3%. Approximate contribution and payroll amounts for the last three fiscal years is as follows

Year	Contribution Amount	Payroll Amount
June 30, 2015	\$ 876,714	\$ 5,416,756
June 30, 2014	\$ 793,200	\$ 5,223,490
June 30, 2013	\$ 771,512	\$ 5,172,244

Wyoming Retirement System has two tiers of benefits for City employees:

Tier 1: For employees who have made a contribution to the Plan for service prior to September 1, 2012, benefits are calculated using a multiplier of 2.125 percent for the first 15 years of service and 2.25 percent for years of service above 15 and the employee's three-year highest average salary. Employees under this tier are eligible for full retirement at age 60 or the Rule of 85 (age plus years of service in WRS equals 85 or more).

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Tier 2: For employees who made their first contribution to the Plan for service on or after September 1, 2012 or if an employee terminated employment before being vested, or took a refund and then were reemployed on or after September 1, 2012, benefits are calculated using a multiplier of 2 percent for all years of service and the employee's five-year highest average salary. Employees under this tier are eligible for full retirement benefits at age 65 or the Rule of 85.

City employees are eligible for a reduced benefit when:

Under Tier 1 the employee reaches age 50 and are vested;

Under Tier 2 the employee reaches age 55 and are vested or

Under either Tier if the employee completes 25 years of service at any age

Law enforcement employees are eligible for full retirement after reaching age 60 and are vested or at any age with 20 years of service. Early retirement benefits are available with a reduced benefit after reaching age 50 and are vested.

WRS also provides death and disability benefits and is established by State Statute. Financial statements of WRS are available from the Wyoming Retirement System, 6101 Yellowstone Road Suite 500, Cheyenne, WY 82002.

#### **4.B. RISK MANAGEMENT**

##### Liability

The City is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees' health and life; and natural disasters. The City manages these various risks of loss through participation in the Wyoming Local Government Liability Pool (LGLP). The City pays an annual actuarially determined assessment to LGLP for liability coverage. The coverage provides \$250,000 per claimant, but not more than \$500,000 per occurrence for all claimants. The deductible per occurrence is \$5,000. The contribution to the plan in the current year was \$55,399. Should claims exceed LGLP deposits, each participant is liable and will be assessed for its proportionate share whether or not it continues to participate in the plan, should LGLP terminate, the City would receive its proportionate share of excess funds remaining in the LGLP account. The City has incurred no losses of significance in excess of coverage provided by LGLP in the last three years.

##### Health Insurance

The City also participates in the Wyoming Association of Municipalities Joint Powers Insurance Coverage (WAM-JPIC) as a means to acquiring health and life insurance at competitive rates. The package is acquired by pooling resources with other governmental entities. The City pays 100% of the cost for single coverage and 90% of the cost for dependent coverage with employees paying the other 10%. The total cost for health insurance for the City in the current year was \$1,405,145.

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Property Insurance

Buildings and equipment are adequately insured under commercial insurance policies. The City has incurred no losses of significance in excess of coverage provided by the commercial carriers in the last three years. Total costs for property insurance for the City in the current year were approximately \$63,711.

**4.C. LEASES**

The City has entered into a lease agreement with the Cody Council on Aging, Inc. for a building constructed by the City for use as a senior center. The annual fair market value under the lease is approximately \$87,000. The term of the lease is 30 years beginning January 1, 2002 with valuation adjustments to be considered every five years. The annual lease payment is considered an in-kind contribution from the City to the Cody Council on Aging, a 501(c) (3) organization.

**4.D. COMPENSATED ABSENCES**

Accumulated vacation, sick leave and compensatory pay of the City's employees vest every other week and is recorded as a liability in the respective City funds. The General Fund's accrued vacation pay and sick leave is reported as a liability on the government-wide financial statements. Liabilities of the proprietary funds are reported within those funds at the fund level and government-wide level of financial statements. See Note 3.F. for further disclosure of the liabilities.

**4.E. RELATED PARTY TRANSACTIONS**

Jointly Governed Organizations

The City purchased water for a cost of \$1,414,327 from the Shoshone Municipal Water Joint Powers Board (SMP) during the fiscal year ended June 30, 2015 and owed the Board \$143,801 as of June 30, 2015.

The City purchased electricity for a cost of \$8,842,311 from the Wyoming Municipal Power Agency during the fiscal year ended June 30, 2015 and owed the Agency \$777,680 as of June 30, 2015.

Purchases from Elected Officials

During Fiscal Year 2014-2015 the City of Cody purchased materials and services from a council member in the amount of \$55,591.

**4.F. SEGMENT INFORMATION FOR ENTERPRISE FUNDS**

The City maintains four business-type activities which provide solid waste, water, wastewater and electric services. Only the Water Fund and the Electric Fund are required to have segment information presented, however Management has chosen to show limited segment information on each Proprietary Fund in this Note. Each fund is a major fund therefore the full segment

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information can be easily seen in the proprietary funds financial statements. Segment information for the year ended June 30, 2015 as follows:

	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	Combined Total
Total Assets	\$ 4,061,473	\$ 13,399,144	\$ 13,793,869	\$ 16,603,165	\$ 47,857,651
Current Assets	2,594,537	3,214,226	2,165,939	5,520,232	13,494,934
Capital Assets	1,434,374	10,154,225	11,611,475	11,018,392	34,215,466
Current Liabilities	138,339	220,685	57,052	1,176,410	1,592,486
Net Position Capital Assets	1,434,374	10,154,225	11,611,475	11,018,392	34,215,466
Net Position Unrestricted	2,173,623	2,743,408	1,976,597	3,843,856	10,747,484
Operating Revenues	2,288,887	3,020,013	1,308,153	11,663,914	18,280,967
Operating Expense	1,683,283	2,493,935	964,442	10,086,815	15,948,475
Operating Income (Loss)	605,604	526,078	343,711	857,099	2,332,492
Interest Income	7,234	5,259	1,735	10,023	24,251
Development Fees	-	-	-	36,350	36,350
Hook-up Fees	-	42,919	-	37,216	80,135
Plant Investment Fees	-	-	36,150	-	36,150
Impact Fees	-	-	7,966	-	7,966
Tap Fees	-	66,377	-	-	66,377
Transfers Out	426,089	606,364	415,576	1,266,632	2,714,661
Change in Net Position	195,060	196,452	407,776	(223,224)	576,064
Net Position Beginning	3,419,937	12,701,181	13,180,296	15,085,472	44,386,886
Net Position Ending	3,614,937	12,897,633	13,588,072	14,862,248	44,962,950
Net Cash Flow Operations	834,400	1,044,401	805,618	2,288,414	4,972,833
Net Cash Flow Non-Capital	(420,020)	(296,170)	(414,818)	(1,165,858)	(2,296,866)
Net Cash Flow Capital	(14,509)	(106,860)	(145,418)	(134,742)	(401,529)
Net Cash Flow Investing	7,234	5,259	1,736	10,023	24,252
Beginning Cash	1,883,159	2,046,095	1,732,900	2,654,009	8,316,163
Ending Cash	\$ 2,290,264	\$ 2,692,725	\$ 1,980,018	\$ 3,651,846	\$ 10,614,853

City of Cody, Wyoming  
Notes to Basic Financial Statements  
June 30, 2015

**4.G. COMMITMENTS AND CONTINGENCIES**

Construction Commitments

At June 30, 2015 the following construction commitments were outstanding of which some are being performed by City of Cody employees/departments:

Project	Fund/Department	Actual as of June 30, 2015	Anticipated Remaining Cost
South Beck Lake/BLM Project	General Fund – Parks	\$ 38,817	\$ 191,884
Grants - SLIB Parks Shop	General Fund – Parks	8,658	391,341
Grants - SLIB Glendale Park Play Equipment	General Fund – Parks	336	124,664
Rec Center LED Lighting Upgrade	General Fund – Recreation	79,061	22,527
Watermain Replacement - 19th & Rumsey	Water Fund	32,633	4,500
Wastewater Pretreatment Building/Ancillary	Wastewater Fund	105,571	3,694,428
Beacon Hill Electric Tie Line	Electric Fund	10,372	215,990
Skyline Subdivision Electric Cable	Electric Fund	84,619	119,019
Valley View Electric Upgrade	Electric Fund	<u>34,668</u>	<u>7,531</u>
Total		\$ 394,735	\$ 4,771,884

Contingencies

*Grant Program Involvement* – in the normal course of operations the City participated in various federal and state grant/loan programs from year to year. The grant/loan programs are often subject to additional audits by the granting or loan agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

*Litigation* – the City is a party to various legal proceedings which normally occur in the course of government operations. The financial statements do not include accrual or provisions for loss contingencies that may result from these proceedings. While the outcome of the above noted proceedings cannot be predicted, due to the insurance coverage maintained by the City and the State Statute relating to judgments, the City feels that any settlement or insurance would not have a material adverse effect on the financial condition of the City.

**4.H. CHANGE IN ACCOUNTING PRINCIPLE**

Net position as of July 1, 2014 has been restated as follows for the implementation of GASB Statement No. 68 and as amended by GASB Statement No. 71:

	Governmental	Enterprise Funds	Total
Net Position as previously reported at June 30, 2014	\$ 36,104,287	\$ 45,426,665	\$ 81,530,952
Net Pension Liability	(3,148,420)	(1,187,100)	(4,335,520)
Deferred Outflows	<u>390,542</u>	<u>147,251</u>	<u>537,793</u>
Total Prior Period Adjustment	(2,757,878)	(1,039,849)	\$3,797,727
Net Position as restated, July 1, 2014	\$ 33,346,409	\$ 44,386,816	\$ 77,733,225

#### **4.I. SUBSEQUENT EVENTS/OTHER**

The following actions were taken by the City Council subsequent to the June 30<sup>th</sup> end of the fiscal year but prior to the issue date of this report:

Awarded Bid 2015-08 to Bobcat of the Big Horn Basin Inc for one new Bobcat S770 Skid Street Loader in the amount of \$45,640.97, less a trade in value of \$11,000 for a total amount of \$34,640.97.

Awarded Bid 2015-09 for a new 2015 or newer diesel cab and chassis w/55' articulating/telescoping aerial device and 156" utility line body to Jack's Heavy Equipment without the optional three phase conductor tree, in the amount of \$210,225, less a trade in value of \$22,000 leaving a net total bid of \$188,225.

Awarded and authorized the Mayor to sign a professional service contract between the City of Cody and GDA as it relates to the 12<sup>th</sup> Street Storm Drainage Project in the amount of \$55,590 contingent upon the review by the City Attorney.

Awarded and authorize the Mayor to sign a professional service contract between the City of Cody and GDA as it relates to the Cougar Avenue Street Design Project in the amount of \$40,000 contingent upon the review by the City Attorney.

Awarded Bid 2015-12 for two (2) 2016 newer SUV or Crossovers to Fremont Motors Cody in the amount of \$46,362, less trade in value of \$3,840, for a total amount of \$42,622.

Awarded Bid 2015-10 for (1) new 2016 1 Ton 4X4 Pickup w/Utility Body to Denny Menholt, of Cody, in the amount of \$42,593, less trade in value of \$4,600, for a total amount of \$37,993.

Awarded Bid 2015-13 and authorize the Mayor to enter into and sign a contract and other construction related documents between the City of Cody and Trail Source LLC. for the Beck Lake Trails Construction contingent upon review and approval by the City Attorney and authorize the submission to the WY Recreational Trails Program and obligate the grant to include base bid and all alternate bids not to exceed \$53,128.48.

Passed a resolution authorizing submission of a federal mineral royalty capital construction account grant application in the amount of \$1,769,500 to the State Loan and Investment Board for the purpose of the water treatment plant/facilities upgrade.

Passed resolution authorizing submission of a pre-application form to the State Loan and Investment Board for a loan in the amount of \$915,250 through the state revolving fund for the purpose of the water treatment plant/facilities upgrade.

At June 30, 2015 and through the date of the report management was unaware of further subsequent events warranting disclosure on the financial statements.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE 5. COMPONENT UNIT - YELLOWSTONE REGIONAL AIRPORT**

**NOTE A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Airport have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard - setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

**A) Reporting Entity**

The Yellowstone Regional Airport Joint Powers Board (Airport) is a governmental subdivision of the State of Wyoming, formed under Wyoming Statute §16-1-104, located in Cody, Wyoming. The Airport is governed by a seven member board of trustees, four members are appointed by the City of Cody and three by Park County. The Board of Trustees has the authority to exercise all of the powers and privileges provided under law. These powers include the ability to establish and collect rates, rentals and other charges, the authority to acquire, construct, operate, manage and maintain airport facilities, the authority to buy and sell real and personal property, the authority to issue debt for acquiring or constructing any facility or permanent improvement, and the ability to sue or be sued in its corporate name. The Airport receives funding from local, state, and federal government sources and must comply with the requirements of these funding sources.

In determining the financial reporting entity, the Airport implemented the provision of Governmental Accounting Standards Council Statement No. 61, *The Financial Reporting Entity: Omnibus*. Component units are legally separate organizations for which the Airport is financially accountable. The Airport is financially accountable for an organization which appoints a voting majority of the organization's government board and (1) is able to significantly influence the programs or services performed or provided by the organization; or (2) is legally entitled to or can otherwise access the organization's resources; is legally obligated or has otherwise assumed the responsibility to finance deficits of or provide financial support to the organization; or is obligated for the debt of the organization. Based upon the application of these criteria, the Airport has no component units requiring inclusion in these financial statements.

Due to the City of Cody having the ability to appoint a majority of the Board of Trustees of the Airport and additional items noted above, the Airport is a discretely presented component unit of the City of Cody.

**B) Basis of Accounting/Measurement Focus**

The Airport's accounting system is organized and operated on a fund basis. The fund is defined as a fiscal and accounting entity with a self-balancing set of accounts, which is for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The Airport's basic financial statements consist of a statement of net position, a statement of revenues, expenses and changes in net position, and a statement of cash flows.

The financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting utilizing a proprietary fund. This fund accounts for operations that are primarily financed by user charges. The economic resource focus concerns determining costs as a means of maintaining the capital investment and management control. Fund revenues are recognized when they are earned and expenses are recognized when incurred. Allocations of costs, such as depreciation and amortization, are recorded in the proprietary fund.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**B) Basis of Accounting/Measurement Focus (cont.)**

The Airport follows GASB Statement No. 62, *Codification of Pre-November 30, 1989 FASB and AICPA Pronouncements* which eliminates any potential conflict between the application of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC), Accounting Principles Board (APB) opinion, Accounting Research Bulletins issued on or before November 30, 1989 and GASB pronouncements, as all Pre-November 30, 1989 standards are now in the GASB's codification.

Cash and Cash Equivalents

The Airport's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Accounts Receivable/Due from Other Governments

The Airport's accounts receivable consists of revenues earned by the Airport prior to year end but not yet received. These receivables consist of user fees and charges for services. No allowance for doubtful accounts has been recorded as all accounts historically have been fully collected.

Due from other governments consists of funds from outside governmental entities, such as the state, for funds expended prior to year end but not yet received from the outside entity as of June 30, 2015.

Inventories

Inventories are recorded at cost and expended as used. The majority of inventory includes firefighting chemicals and supplies and parts for airport vehicles.

Prepaid Expense

Prepaid expenses are paid in advance of the expenditure's due date prior to the entity's fiscal year end. Prepaid expense consists of the health insurance premiums and liability insurance premiums that had been paid in advance for coverage occurring in the subsequent fiscal year.

Capital Assets and Depreciation

Capital assets include land, land improvements, structures and improvements, equipment, infrastructure and intangible assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. The capitalization threshold is \$5,000 for all purchases and projects. Donated capital assets are capitalized at estimated fair market value on the date donated.

Capital assets are depreciated/amortized using the straight-line method over the following useful lives:

Buildings	30-40 years
Infrastructure and Improvements	15-30 years
Machinery and equipment	5-15 years

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**B) Basis of Accounting/Measurement Focus (cont.)**

Equity Classifications

In accordance with standards promulgated by the Governmental Accounting Standards Board (GASB), net position is classified as follows:

- Invested in capital assets – All capital assets (including restricted capital assets) net of accumulated depreciation
- Restricted net position – This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation
- Unrestricted net position – All other net positions not included in the “Restricted net position” category or “invested in capital assets” category.

When both restricted and unrestricted resources are available for use, it is the Airport’s practice to use externally restricted resources first, then unrestricted resources.

Operating Revenues and Expenses

Operating revenues are generated directly from primary activities and include charges for services and miscellaneous reimbursements. Operating expenses are necessary costs incurred to provide the goods and services that are the primary activity of the Airport.

Contributions of Capital

Contributions of capital arise from outside contributions of capital assets or outside contributions of resources restricted to capital acquisition and construction.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of management’s estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

New Accounting Pronouncements

GASB Statement No 68, *Accounting and Financial Reporting for Pensions – an amendment to GASB No. 27*, effective for periods beginning after June 15, 2014, enhances the decision-usefulness of information in employer and governmental non-employer contributing entity financial reports by required recognition of the entire net pension liability and a more comprehensive measure of pension expense. The Airport implemented the new requirements for fiscal year 2014-2015, as applicable.

GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*, an amendment of GASB Statement No. 68, which is applicable to in concurrence with GASB Statement No. 68.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**B) Basis of Accounting/Measurement Focus (cont.)**

Budget

Joint Powers Boards are not legally required by state statute to prepare an annual budget, however, the Airport's Board prepares an operational budget annually. This budget is presented to the two governments, the City of Cody and Park County, for final budget approval.

Construction projects funded by federal and state grants are typically not included within this budget as they are not operational in nature. The Board may amend the budget after it is approved, and may also authorize transfers within various budgetary line items. The budget is prepared using the modified cash basis of accounting and any unused appropriations lapse at the end of the year.

Deferred Outflows and Inflows of Resources

Pursuant to GASB Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position," and GASB Statement No. 65, "Items Previously Reported as Assets and Liabilities," the Airport recognizes deferred outflows and inflows of resources.

In the prior year, the Airport implemented GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, effective for periods beginning after December 15, 2012, providing for financial reporting guidance to either (a) properly classify certain items that were previously reported as assets and liabilities as deferred outflows of resources or deferred inflows of resources or (b) recognize certain items that were previously reported as assets and liabilities as outflows of resources or inflows of resources, based on the definitions of those elements in Concepts No. 4, Elements of Financial Statements.

Pensions

In general, the Airport recognizes a net pension liability, which represents the Airport's proportionate share of the excess of the total pension liability over the fiduciary net position of the pension reflected in the actuarial report provided by the Wyoming Retirement System (WRS). The net pension liability is measured as December 31, 2014. Changes in the net pension liability are recorded, in the period incurred, as pension expense or as deferred inflows of resources or deferred outflows of resources depending on the nature of the change. The changes in net pension liability that are recorded as deferred inflows of resources or deferred outflows of resources (that arise from changes in actuarial assumptions or other inputs and differences between expected or actual experience) are amortized over the weighted average remaining service life of all participants in the respective pension plan and are recorded as a component of pension expense beginning with the period in which they are incurred.

For purposes of measuring the net pension liability and deferred outflows/inflows or resources relating to pensions and pension expense, information about the fiduciary net position of the Airport's pension plan with WRS and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefits terms. Investments are reported at fair value.

Projected earnings on pension investments are recognized as a component of pension expense. Differences between projected and actual investment earnings are reported as deferred inflows of resources or deferred outflows of resources and amortized as a component of pension

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**B) Basis of Accounting/Measurement Focus (cont.)**

expense on a closed basis over a five-year period beginning with the period in which the difference occurred. Each subsequent year will incorporate an additional closed basis five-year period of recognition.

**NOTE B. CASH AND INVESTMENTS**

Wyoming statutes allow the Airport to deposit un-invested funds with federal or state banks and savings and loan institutions. All deposits must be fully insured by the FDIC or FSLIC, or secured by a pledge of financial institution assets.

The Airport maintained 100% pledging of its deposits in financial institutions. FDIC covered \$250,000 of the bank balance, while the remaining \$353,272 was secured by the pledging of additional collateral. The total carrying value of these deposited was \$558,281.

The Airport follows state law regarding deposits in financial institutions and maintains all deposits in one financial institution. Due to the types of deposits held by the Airport, there is no interest rate risk or credit risk requiring disclosure in accordance with GASB Statement No. 40. All Airport investments were held in accounts authorized by Wyoming state statutes.

Restricted Cash

The passenger facility account with a balance of \$179,461, is monitored by the Federal Aviation Administration (FAA). The revenue deposited into this account is directly related to the passenger facility charges earned through the use of the airport by commercial airlines. Other funds are held from the sale of the old terminal building of \$146,305, and are restricted due to the original funding of the project being provided by the FAA. Such funds can be used for any Airport expenditure with the exception of operating and administrative salaries.

**NOTE C. CAPITAL ASSETS**

Depreciation expense in the current year was \$1,537,829 and amortization expense was \$24,144.

Certain assets are reported on the Airport's books to which the Airport does not maintain title. These assets are those which were part of the airport upon inception of the Joint Powers Board in 1980. These assets include land, buildings, and a small amount of infrastructure and improvements. The title remains with the City of Cody, however, the Airport is now responsible for the operations and maintenance of these assets. Therefore, considering the Airport is a discretely presented component unit of the City and the assets are not being reported in duplicate, it is appropriate that the assets remain as part of the Airport's financial statements.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE C. CAPITAL ASSETS (cont.)**

	June 30, 2014	Transfers/ Additions	Transfers/ Dispositions	June 30, 2015
<i>Assets not being depreciated:</i>				
Construction in progress	\$ 345,308	\$ 2,897,561	\$ (3,207,489)	\$ 35,380
Land	723,050	-	-	723,050
<i>Assets being depreciated:</i>				
Buildings and improvements	14,793,977	-	-	14,793,977
Infrastructure and improvements	17,905,594	3,215,067	-	21,120,661
Machinery and equipment	2,604,326	41,396	(22,720)	2,623,002
Intangibles	241,441	-	-	241,441
<b>Total capital assets</b>	<b>36,613,696</b>	<b>6,154,024</b>	<b>(3,230,209)</b>	<b>39,537,511</b>
<i>Less: accumulated depreciation/amortization</i>				
Buildings and improvements	(2,939,097)	(486,482)	-	(3,425,579)
Infrastructure and improvements	(6,682,371)	(919,734)	-	(7,602,105)
Machinery and equipment	(1,318,948)	(131,613)	22,720	(1,427,841)
Intangibles	(38,228)	(24,144)	-	(62,372)
<b>Total accumulated depreciation/ amortization</b>	<b>(10,978,644)</b>	<b>(1,561,973)</b>	<b>22,720</b>	<b>(12,517,897)</b>
<b>Net capital assets</b>	<b>\$ 25,635,052</b>	<b>\$ 4,592,051</b>	<b>\$ (3,207,489)</b>	<b>\$ 27,019,614</b>

**NOTE D. RISK MANAGEMENT**

The Airport is exposed to various risks of loss related to property loss, torts, errors and omissions, as well as medical benefits provided to employees. The Airport has purchased commercial insurance to cover such claims. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current or prior two years.

**NOTE E. CURRENT LIABILITIES**

Accounts Payable

Accounts payable consist of costs incurred but not yet paid at June 30, 2015. These costs include operational costs such as utilities, security costs, capital project costs and advertising costs. Total accounts payable for June 30, 2015 is \$119,847 (\$27,220 of operational expenses and \$92,627 of construction expenses).

Retainage Payable

Retainage payable would consist of expenses incurred but not yet paid at year end on construction costs related to airport improvement projects. This payable is accumulated throughout the projects, if applicable, and will be paid upon completion of the project. For GAAP purposes and due to the certainty of payment upon completion, retainage is typically recorded as incurred. All retainage payments had been made prior to June 30, 2015.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE E. CURRENT LIABILITIES (cont.)**

Accrued Expenses

Accrued expenses include payroll taxes and other monthly and quarterly payments due related to payroll through June 30, 2015. It also includes an accrued payroll liability for wages earned in June 2015 of approximately \$13,400, but not paid until July 2015. Total accrued expenses are \$15,442.

Accrued Compensated Absences

It is the Airport's policy to allow the accumulation of vacation time. The accrual varies by employee due to the accrual rate being based on the years of service. Vacation can only be accrued to a maximum of 80 hours and may be carried over from year to year at that maximum rate. Upon termination of employment, an employee will be paid all accrued vacation earned through the last day of employment. Total accrued vacation at June 30, 2015 was \$21,442. This is considered to be a current liability due to the history of the use of vacation time by employees.

**NOTE F. NET POSITION**

See **Note 1. B) – Equity Classifications** for explanation of the necessity and requirement of the balance of \$27,019,614 being recorded as "investment in capital assets".

As explained in **Note 2. Cash and Investments** the passenger facility account and new terminal contingency are restricted by use. The balance of restricted net position at June 30, 2015 is \$325,766.

**NOTE G. CAPITAL CONTRIBUTIONS**

Grants contributed by governmental agencies that are restricted for the construction of Airport assets are recorded as capital contributions. Total capital contributions were \$2,845,209 of which the majority was contributed by state and federal agencies.

**NOTE H. PENSION PLAN**

***Plan Description***

The Wyoming Retirement System (WRS) provides expert administration and responsible investment of Wyoming's public retirement and supplemental savings programs. Through WRS, the state's public employers can offer cost-effective retirement benefits that attract and retain highly qualified professionals. WRS has been a partner in building financial security for members and their families since 1953, when the Wyoming Teachers Retirement System (est. 1943) and the State Employees Retirement Association (est. 1949) merged.

WRS has grown to encompass most nonfederal public employees in Wyoming. WRS is administered by an 11-member board, which hires an executive director to oversee a staff of 38 employees. WRS consists of eight separate defined benefit pension plans, including: the Public Employee Plan; the Warden, Patrol and DCI Plan; two Paid Firefighter Plans; the Volunteer Firefighter & EMT Plan; the Air Guard Firefighter Plan; the Law Enforcement Plan and the Judicial Plan. The WRS 457 Deferred Compensation program and the State's Social Security 218 program are also administered by the Wyoming Retirement Board.

The active membership is comprised of employees from school districts, the University of Wyoming and community colleges, state and local government and various other political subdivisions. Any full-time or

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE H. PENSION PLAN (cont.)**

regular part-time employee of an employer as defined under W.S. 9-3-402(a)(vii). Members who join the State of Wyoming Retirement System by August 31, 2012 are in Tier 1, while members who join on or after September 1, 2012 are in Tier 2. For Tier 1 member: employee's average annual salary for the highest paid three continuous years of service. For Tier 2 member: employee's average annual salary for the highest paid five continuous years of service.

**Summary of Benefits**

- Pension: WRS Pension Plans provide a member a monthly payment for life once the member meets age, vesting and service qualifications. In general, the amount of this "defined benefit" is determined by a formula based on the member's salary, length of service and age at retirement.
- Personal Investments: WRS administers a Deferred Compensation 457 Plan, which is an elective supplemental savings plan. The 457 Plan is a type of "defined contribution" plan and is commonly understood as a 401(k) plan for the public sector. The 457 Plan allows individuals to build personal assets for retirement inside a tax-advantaged structure with both pre-tax and after-tax options.
- Social Security: Most of WRS' members also participate in Social Security with the exception of paid firefighters and some police.

**Eligibility for benefit**

- Tier 1 members may retire upon normal retirement on the date he/she attains age 60 with four or more years of service while Tier 2 members may retire upon normal retirement on the date he/she attains age 65 with four or more years of service.
- All employees may also retire upon normal retirement on the date that the sum of the member's age and service is at least 85.
- Tier 1 members are eligible for a reduced benefit at age 50 with four or more years of service and Tier 2 members are eligible for a reduced benefit at age 55 with four or more years of service.
- All members are eligible for a reduced benefit at any age with 25 or more years of service.
- Disability requires ten or more years of service with benefit earned as of the date of disability, payable immediately.
- Pre-retirement Death Benefit has no age or service requirement with a lump sum equal to two times the employee contributions with interest. If the employee is vested, the beneficiary can elect, in lieu of this lump sum, to receive a monthly annuity equal to the actuarial equivalent of the retirement benefit that would be due the employee.
- Cost-of-Living Improvements are prohibited under W.S. 9-3-454 unless the funded ration stays above 100% plus a margin for adverse experience throughout the life of the benefit change.

**Vesting**

- Any employee who has left employment with four or more years of service, and who has not withdrawn accumulated contributions, is eligible to receive the above benefit or can elect to receive a lump-sum refund of employee contributions with interest. An employee who terminates with less than four years of service is only eligible for the lump-sum benefit.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE H. PENSION PLAN (cont.)**

**Monthly benefit formula**

- For Tier 1 member: 2.125% of employee's Final Average Salary for each year of credited service for the first 15 years of service credit plus 2.25% of Final Average Salary for any years of service credit exceeding 15 years.
- For Tier 2 member: 2.000% of employee's Final (5-year) Average Salary for each year of credited service. This amount is reduced by 5.0% per year that the employee is under age 60 for Tier 1 and under age 65 for Tier 2. However, members retiring with a combined age and service of at least 85 receive an unreduced benefit. Employees hired prior to July 1, 1981 may be entitled to benefits earned under a different formula.

**Total number of members (employees) covered by benefit terms as of June 30, 2015:**

- Retirees and Beneficiaries - 22,731
- Inactive, Nonretired Members - 24,773
- Active Members - 36,354
- Total - 83,858

**Overview of Contributions**

- Employee 7.50% of salary before July 1, 2014 and 8.25% after
- Employer 7.12% of salary before July 1, 2014, then 7.62% before July 1, 2015, and 8.37% after
- Interest 5.50% annually

**Stand-Alone Statements**

The PERS financial information is reported in the Wyoming Retirement System's *Comprehensive Annual Financial Report* for the fiscal year ended. It is available from the WRS at 6101 Yellowstone Road, Suite 500 Cheyenne, Wyoming 82002 (307) 777-7691.

CAFR information including WRS stand-alone financial statements can be found on their web site at <http://retirement.state.wy.us/home/reports.html>

The latest actuarial valuation and experience study can be found at their website at <http://retirement.state.wy.us/employers/GASB.html>

**Deferred Inflows and Outflows**

At June 30, 2015, the Airport reported a liability of \$350,534 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2014 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Airport's proportion of the net pension liability was based on a projection of the Airport's long-term share of contributions to the pension plan relative to the projected contributions of all Pension Plan participants, actuarially determined. At December 31, 2014, the Airport's proportion was .021569521%, which was an increase of 0.002066713% from its proportion measured as of December 31, 2013.

For the year ended June 30, 2015, the Airport recognized pension expense of \$46,777. Pension expense represents the change in the net pension liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss, actuarial gain/loss, actuarial assumptions or method, and plan benefits. At June 30, 2015, the Airport reported deferred outflows of

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE H. PENSION PLAN (cont.)**

resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ -
Changes in assumptions	-	-
Net difference between projected and actual earnings on retirements plan investments	42,749	-
Changes in proportion and differences between Airport contributions and proportionate share of contributions	-	8,733
Airport contributions subsequent to the measurement date	36,800	-
	\$ 79,549	\$ 8,733

Deferred outflows of resources and deferred inflows of resources above represent the unamortized portion of changes in net pension liability to be recognized in future periods in a systematic and rational manner.

\$36,800 reported as deferred outflows of resources related to pensions resulting from the Airport's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016.

Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Amount
2016	\$ 8,733
2017	8,733
2018	8,733
2019	7,817
2020	-
Thereafter	-
	\$ 34,016

***Changes in actuarial assumptions and methods:*** There were no changes in assumptions or other inputs that affected the measurement of the Total Pension Liability.

***Changes in benefit terms:*** There have been no changes in benefit terms since the previous measurement date.

***Changes proportionate share:*** There were no changes between the measurement date of the collective Net Pension Liability and the employer's reporting date that are expected to have a significant effect on the employer's proportionate share of the NPL.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE H. PENSION PLAN (cont.)**

**Actuarial Assumptions**

The Total Pension Liability as of June 30, 2015, is based on the results of an actuarial valuation date of December 31, 2014. There were several significant assumptions and other inputs used to measure the Total Pension Liability. The actuarial assumptions used in the December 31, 2014 valuation were based on the results of the last actuarial experience study, dated January 1, 2014. Among those assumptions were the following:

General Wage Growth (including inflation)	4.25%-6.00%
Investment Return	7.75%
Price Inflation	3.25%
Post-Retirement Mortality	
- RP-2000 Combined Mortality Table, generational projected with Scale BB	

- Mortality assumptions among contributing members, terminated vested members, service retired members and beneficiaries based on RP 2000 Combined Employee and Annuitant Mortality Tables projected to 2014 with scale BB.
- Mortality assumptions among Disabled Retirees are based on RP 2000 Combined Employee and Annuitant Mortality Tables projected forward five years with scale BB.

**Discount Rate**

A Single Discount Rate of 7.750% was used to measure the total pension liability. This Single Discount Rate was based on the expected rate of return on pension plan investments of 7.750%. The projection of cash flows used to determine this Single Discount Rate assumed that plan member contributions and the employer contributions will be made at the current schedule contribution rates. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Target Allocations**

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Cash	2.5%	0.50%
Fixed Income	15.00%	0.80%
Equity	55.00%	5.26%
Marketable Alternatives	15.50%	3.79%
Private Markets	12.00%	5.76%
Total	100.00%	

The figures in the above table were supplied by New England Pension Consultants (NEPC); the investment consulting firm to the Wyoming Retirement System.

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE H. PENSION PLAN (cont.)**

**Sensitivity Analysis**

		1% Decrease 6.50%		Discount Rate 7.75%		1% Increase 8.50%
Airport's proportionate share of the net pension plan liability	\$	547,778	\$	350,534	\$	184,894

In accordance with GASB 68 regarding the disclosure of the sensitivity of the Net Pension Liability to changes in the discount rate, the above table presents the Net Pension Liability calculated using the discount rate of 7.75%, as well as what the Net Pension Liability would be if it were calculated using a discount rate that is 1.00% lower (6.75%) or 1.00% higher (8.75%) than the current rate.

**Recognition of Beginning Deferred Outflow – GASB 71**

At June 30, 2015, the employer recognized a beginning deferred outflow of resources for the employers FY 2014 contributions of \$30,377.

**NOTE I. DEFERRED COMPENSATION PLAN**

The Airport offers its employees a deferred compensation plan. The plan permits employees to defer a portion of their salary until future years. The amount in the plan is available to employees only upon termination, retirement, death or unforeseen emergency.

All amounts of compensation deferred under the plan, all property and rights purchases with those amounts, property or rights (until paid or made available to the employee or the beneficiary) are solely the property of the Airport and are not restricted to providing benefits under the plan. Those amounts, property or rights are subject only to the claims of the Airport's general creditors. Participant's rights under the plan are equal to those of general creditors of the Airport in an amount equal to the fair market value of the deferred account for each participant. The Airport's management believes that it is not likely that it will use assets to satisfy the claim of general creditors in the future.

**NOTE J. LEASE AGREEMENTS**

The Airport leases facilities (hanger lots and space in the terminal building) to various parties under several operating leases. The majority of these leases are renewable annually and could be terminated upon the discretion of the Board.

**NOTE K. ECONOMIC DEPENDENCY**

The City of Cody and Park County provided approximately 28% of the Airport's operational funds for the year ending June 30, 2015. Total funds transferred from the governmental entities were \$304,552. The two entities have provided 25% and 30% of the Airport's operating funds for the year ending June 30, 2014 and 2013, respectively.

**NOTE L. RELATED PARTY TRANSACTIONS**

Hangar rentals and advertising space are available to all individuals and business therefore; it is possible that related parties are conducting normal business transactions with the Airport.

**City of Cody**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE M. COMMITMENTS/ SUBSEQUENT EVENTS/ OTHER**

Construction/Grants

In the prior year, the 4-22 Runway Project was started and substantially completed in the current year. Total estimated costs are approximately \$3,200,000 which includes engineering and construction costs. As of June 30, 2015, \$3,130,376 had been incurred on the project. The project is funded by a federal grant of \$3,050,000 and relative state grants and matching funds. The allocation of funding is 93.75% federally funded, 3.75% state funded and the remaining 2.5% is local matching funds.

As is standard practice for the Airport, passenger facility tax money was approved by the FAA to assist in airport matching fund required in the above project.

General

In the normal course of operations, the Airport receives grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with terms of the grant contract. Any liability for reimbursement which may arise as a result of these audits is deemed to be immaterial.

Litigation

The Airport is a party to various legal proceedings which normally occur in the course of government operations. The financial statements do not include accrual or provisions for loss contingencies that may result from these proceedings. While the outcome of any proceedings cannot be predicted, due to the insurance coverage maintained by the Airport and the state statute relating to judgments, the Airport feels that any settlement or insurance would not have a material adverse effect on the financial condition of the Airport, if necessary.

Subsequent Events/Other

The Airport acquired property from the State of Wyoming Military Department. The trade consisted of real property of 9.9 acres in the Airport Business Park plus 19.6 acres of airport property on the east side of Beacon Hill Road in exchange for the armory property, including the armory building. The transfer of property and related paperwork was completed in July 2014. The Airport's plan included demolishing the armory building, however, due to notification from the State this project was put on hold for an indefinite period. Funds expended to date towards this project are included as part of capital projects in the Construction in Progress account in the amount of \$35,380.

In the normal course of airport improvement and activities of the Airport, various grants and future projects are continually evaluated, along with related funding opportunities.

From July 1, 2015 through October 21, 2015 the date of this report was available for issuance, management was unaware of any further commitments, subsequent events, or other items which would require disclosure in the financial statements which have not already been disclosed elsewhere.

**NOTE N. PRIOR PERIOD ADJUSTMENT**

A prior period adjustment of \$266,143 was made to decrease the beginning net position. The adjustment was necessary to implement the reporting of net pension liability required under GASB 68 and 71.

The restatement of beginning net position is summarized as follows:

**City of Cody, Wyoming**  
**Notes to Basic Financial Statements**  
**June 30, 2015**

**NOTE N. PRIOR PERIOD ADJUSTMENT (cont.)**

Net position at July 1, 2014, as previously stated	\$ 26,222,570
Net pension liability adjustment	<u>(266,143)</u>
Net position at July 1, 2014, as restated	<u>\$ 25,956,427</u>

**REQUIRED SUPPLEMENTAL INFORMATION**

City of Cody, Wyoming  
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
General Fund - Modified Accrual Basis  
for the fiscal year ended June 30, 2015

	<u>Budgeted Amounts</u>		<u>Actual Amounts (budgetary basis)</u>	<u>Variance with Final Budget Positive(Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Resources (inflows):</b>				
Taxes				
Sales and Use Tax	\$ 2,700,000	\$ 2,700,000	\$ 3,100,750	\$ 400,750
Franchise Tax	1,182,971	1,182,971	1,195,711	12,740
Licenses & Permits	66,700	66,700	72,592	5,892
Intergovernmental				
Federal Grants	391,660	392,790	340,124	(52,666)
State Grants	674,556	747,963	166,936	(581,027)
Pass Through Grants	2,551,424	2,587,507	2,577,604	(9,903)
Severance Tax	352,000	352,000	354,148	2,148
Royalties	484,000	484,000	467,408	(16,592)
State and Federal Funding	698,931	698,931	700,898	1,967
Other Taxes				
Motor Vehicle Tax	133,029	133,029	144,813	11,784
Gasoline Tax	390,000	390,000	390,859	859
Cigarette Tax	83,217	83,217	81,492	(1,725)
Ad Valorem Tax	569,404	569,404	587,479	18,075
Fines and Forfeitures	162,111	162,111	156,706	(5,405)
Charges for Services:				
Penalites and Fees	75,000	75,000	79,560	4,560
Parks and Recreation Fees	1,207,607	1,207,607	1,207,564	(43)
Public Works Fees	546,138	546,138	648,615	102,477
Assessment Revenue				
Investment Income	47,040	47,040	7,327	(39,713)
Contributions and Donations	639,494	464,494	420,876	(43,618)
Facility Rentals	29,625	29,625	22,058	(7,567)
Miscellaneous	17,800	12,300	91,205	78,905
Total Revenues	<u>13,002,707</u>	<u>12,932,827</u>	<u>12,814,725</u>	<u>(118,102)</u>
Other Financing Sources:				
Transfers from Other Funds	<u>1,264,913</u>	<u>1,264,913</u>	<u>1,264,912</u>	<u>(1)</u>
Total other Financing Sources	<u>1,264,913</u>	<u>1,264,913</u>	<u>1,264,912</u>	<u>(1)</u>
<b>Amounts Available for Appropriation</b>	<u>14,267,620</u>	<u>14,197,740</u>	<u>14,079,637</u>	<u>(118,103)</u>
<b>Charges to Appropriations (outflows):</b>				
General Government:				
Mayor and City Council	322,552	322,552	276,750	45,802
City Administrator	198,099	198,099	153,064	45,035
Administrative Services	4,603,930	4,353,916	1,499,570	2,854,346
Administrative Services - Pass Through Grants	-	-	2,835,692	(2,835,692)
Police	3,121,683	3,135,355	2,883,812	251,543
Parks	1,360,124	1,327,530	711,730	615,800
Public Facilities	542,194	591,008	514,998	76,010
Recreation Center	1,943,030	1,949,836	1,776,353	173,483
Community Development	564,121	564,121	540,353	23,768
Streets	1,622,467	2,058,775	1,874,331	184,444
Vehicle Maintenance	284,074	284,074	276,273	7,801
Total Charges to Appropriations	<u>14,562,274</u>	<u>14,785,266</u>	<u>13,342,926</u>	<u>1,442,340</u>
Payment to Component Unit	188,320	188,320	182,706	5,614
Transfers Out	-	-	-	-
Total Interfund Transfers	<u>\$ 188,320</u>	<u>\$ 188,320</u>	<u>\$ 182,706</u>	<u>\$ 5,614</u>
Net change in fund balance	\$ (294,654)	\$ (587,526)	\$ 554,005	\$ 1,141,531
<b>Fund Balance, beginning</b>	<u>\$ 5,524,648</u>	<u>\$ 5,524,648</u>	<u>\$ 5,524,648</u>	<u>\$ -</u>
<b>Fund Balance, ending</b>	<u>\$ 5,229,994</u>	<u>\$ 4,937,122</u>	<u>\$ 6,078,653</u>	<u>\$ 1,329,851</u>

See independent auditor's report as it relates to required supplementary information.

City of Cody, Wyoming  
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
General Fund - Modified Accrual Basis  
for the fiscal year ended June 30, 2015

<b>Adjustments to Generally Accepted Accounting Principles Basis:</b>	
Changes in due from other governments	\$ (120,362)
Changes in due from other entities	(13,763)
Changes in court receivables and related accounts	(284)
Changes in other receivables	(21,084)
Changes in allowances	13,616
Changes in inventory	19,547
Changes in accrued liabilities	(18,040)
Changes in deferred revenue	<u>29,504</u>
Net change in fund balances - GAAP basis	<u>(110,866)</u>
<b>Ending Fund Balance - GAAP Basis</b>	<u><u>\$ 5,967,787</u></u>

Notes:

- (1) The City of Cody operates a Vehicle Maintenance department in the General Fund. The main function of this department is to provide maintenance and repair services on fleet vehicles and equipment. Under City policies, interdepartmental services performed by one department for another are credited to the performing department and charged to the receiving department to reflect the accurate cost of programs. For reporting purposes, the Enterprise Fund charges are shown as transfers in/out between funds. The General Fund activities are credited to the performing department and charged as an expense to the receiving departments. The cost allocation is calculated annually based on each department's percentage of use; therefore, actual costs are not being allocated. See Note 1.E. in the Notes to the Basic Financial Statements for additional details.
  
- (2) The City of Cody operates a Vehicle Replacement capital project fund which accounts for transfers from other funds within the primary government which is to be used to purchase vehicles and equipment. Transfers are based upon each department's vehicles and assigned replacement schedules to allocate appropriate funds to cover future replacements. See Note 3.G. in the Notes to the Basic Financial Statements for additional details.
  
- (3) The budget for the General Fund is prepared using the modified accrual basis of accounting.

City of Cody, Wyoming  
 Budgetary Comparison Schedule - Modified Accrual Basis  
 Major Governmental Fund  
 for the fiscal year ended June 30, 2015

	<b>LODGING TAX FUND</b>			
	<b>Budgeted Amounts</b>		<b>Actual Amounts</b>	<b>Variance with Final Budget Positive(Negative)</b>
	<b>Original</b>	<b>Final</b>		
<b>Resources (inflows):</b>				
Taxes	\$ 101,797	\$ 101,797	\$ 115,640	\$ 13,843
Amounts Available for Appropriation	101,797	101,797	115,640	13,843
<b>Charges to Appropriations (outflows):</b>				
Mayor and City Council	26,608	1,000	10,969	(9,969)
Community Support	51,592	70,507	51,419	19,088
Transfers Out	32,053	36,830	32,053	4,777
Total Charges to Appropriations	110,253	108,337	94,441	13,896
Net change in fund balance	\$ (8,456)	\$ (6,540)	\$ 21,199	\$ 27,739
<b>Fund Balance, beginning</b>	<b>\$ 30,203</b>	<b>\$ 30,203</b>	<b>\$ 30,203</b>	<b>\$ -</b>
<b>Fund Balance, ending</b>	<b>\$ 21,747</b>	<b>\$ 23,663</b>	<b>\$ 51,402</b>	<b>\$ 27,739</b>

See independent auditor's report as it relates to required supplementary information.

## **OTHER SUPPLEMENTAL INFORMATION**

City of Cody, Wyoming  
Combining Balance Sheet  
Non-Major Governmental Funds  
June 30, 2015

	<u>Capital Projects Funds</u>		<u>Total Non-Major Governmental Funds</u>
	<u>Public Improvements Fund</u>	<u>Vehicle Replacement Fund</u>	
<b><u>Assets</u></b>			
Cash and Cash Equivalents	\$ 97,147	\$ 2,507,252	\$ 2,604,399
Total Assets	<u>\$ 97,147</u>	<u>\$ 2,507,252</u>	<u>\$ 2,604,399</u>
<b><u>Liabilities</u></b>			
Accounts Payable	\$ 47,666	\$ -	\$ 47,666
Total Liabilities	<u>\$ 47,666</u>	<u>\$ -</u>	<u>\$ 47,666</u>
<b><u>Fund Equity</u></b>			
Fund Balance:			
Nonspendable:	\$ -	\$ -	\$ -
Restricted:			
Public Improvements	49,481	-	49,481
Committed:	-	-	-
Assigned:	-	-	-
Capital Assets	-	2,507,252	2,507,252
Unassigned	-	-	-
Total Fund Equity	<u>\$ 49,481</u>	<u>\$ 2,507,252</u>	<u>\$ 2,556,733</u>
Total Liabilities and Fund Equity	<u>\$ 97,147</u>	<u>\$ 2,507,252</u>	<u>\$ 2,604,399</u>

See independent auditor's report as it relates to required supplementary information.

City of Cody, Wyoming  
Combining Statement of Revenues, Expenditures and Changes in Fund Balance  
Non-Major Governmental Funds  
for the fiscal year ending June 30, 2015

	<u>Capital Projects Funds</u>		<u>Total Non-Major Governmental Funds</u>
	<u>Public Improvements Fund</u>	<u>Vehicle Replacement Fund</u>	
REVENUES			
Investment Income	\$ 1	\$ 26	\$ 27
Total Revenues	<u>1</u>	<u>26</u>	<u>27</u>
EXPENDITURES			
Capital Outlay	<u>79,062</u>	<u>543,190</u>	<u>622,252</u>
Total Expenditures	<u>79,062</u>	<u>543,190</u>	<u>622,252</u>
Revenues Over(Under) Expenditures	(79,061)	(543,164)	(622,225)
Other Financing Sources(Uses)			
Transfers In	-	561,377	561,377
Revenues and Other Financing Sources Over(Under) Expenditures and Other Uses	(79,061)	18,213	(60,848)
Fund Balance - beginning of year	<u>128,542</u>	<u>2,489,039</u>	<u>2,617,581</u>
Fund Balance - end of year	<u>\$ 49,481</u>	<u>\$ 2,507,252</u>	<u>\$ 2,556,733</u>

See independent auditor's report as it relates to required supplementary information.

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**James B. Seckman, CPA, P.C.**

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PROFESSIONAL CORPORATION

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Powell, Wyoming 82435

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Fax 307-754-7061

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND  
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and City Council  
Cody, Wyoming

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the City of Cody, Wyoming's basic financial statements, and have issued our report thereon dated October 15, 2015.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Cody, Wyoming's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Cody, Wyoming's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Cody, Wyoming's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Cody, Wyoming's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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CERTIFIED PUBLIC ACCOUNTANT

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**James B. Seckman, CPA, P.C.**

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PROFESSIONAL CORPORATION

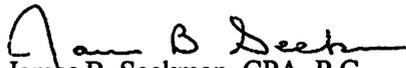
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**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
James B. Seckman, CPA, P.C.

Cody, Wyoming  
October 15, 2015

**ORDINANCE NO. 2015 -16**

**AN ORDINANCE AMENDING TITLE 4, CHAPTER 3 OF THE  
CITY OF CODY CODE: NUISANCE ABATEMENT**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF  
CODY, PARK COUNTY, WYOMING:**

Title 4, Chapter 3, Section 2 of the City of Cody Code shall be amended as follows:

**Section 4-3-2: NUISANCE CONDITIONS DEFINED**

Each of the following conditions described shall constitute a public nuisance. The various nuisances described and enumerated in this section shall not be deemed to be exclusive, but shall be in addition to all other nuisances described and prohibited by this code.

- A. Vegetation - Maximum Height Permitted: Any weeds, grass, or plants growing to a height exceeding twelve inches anywhere in the city, including platted lots (whether developed or undeveloped), easements and rights of ways. Weeds shall not be placed in streets, alleys, gutters, city rights of way, public property or property belonging to another. Weeds shall be placed in City garbage containers, or taken to an appropriate and lawful disposal site. The following shall be exempt from the height regulation in this chapter: planted trees; bushes; flowers; planted material growing in gardens or planting beds, including fruit or vegetable gardens, standing crops (including grass or hay grown for grazing pasture for livestock or intended to be cut and baled for livestock feed); ~~decorative grasses that are planted as part of a xeriscaping design~~; naturally occurring plant life in any area in the city that is both undeveloped and un-platted; and "native areas" and the natural vegetation contained therein. "Native areas" are those areas of natural groundcover of one-half acre or larger, under single ownership, **provided, however, that there shall be a 20-foot fire break where the parcel adjoins developed property, and where the parcel adjoins any public right-of-way, street, alley or highway. The area within the fire break shall be maintained according to the same maximum height for vegetation as described in this subsection "A".** "Native areas" shall not include any areas or properties, regardless of size, with any buildings, structures, sheds, barns, shelters, mobile-homes, garages, fences, signs, gardens, crops or any other man-made improvements of any kind.
- B. Derelict, Junked, etc. Vehicles: Unlicensed, derelict, or junk vehicles and parts or remains thereof parked upon private property, public property, public streets, alleys, easements, rights of ways or other ways are declared to be nuisances. The presence of an unlicensed vehicle, wrecked, dismantled, derelict or inoperative vehicle, on private or public property, is declared to constitute a public nuisance that may be abated as such in accordance with the provisions of this chapter. The tearing down, stripping or junking of such vehicles shall be permitted only where and when such use is specifically authorized, permitted or licensed under other ordinances of the city and in strict accordance therewith; or which

use is conducted entirely within the confines of an accessory garage building, then only provided that such vehicle is the property of the owner or occupier of the lot and that such use is not a commercial use of the property, unless such use is authorized by other ordinances of the city.

1. Derelict Vehicles: A vehicle, or parts thereof, shall be deemed to be "derelict" if the vehicle is:
    - a. Partially or wholly dismantled;
    - b. In a condition that prevents legal operation;
    - c. Junked or intended to be recycled or scrapped; or
  2. For purposes of this chapter, "vehicles" shall include vehicles, motor vehicles, multipurpose vehicles, trailers and snowmobiles as defined in either W.S. 31-1-101 or W.S. 31-5-102; and watercraft as defined in W.S. 41-13-101.
  3. The section defining and prohibiting derelict vehicles shall not apply to the following:
    - a. Vehicles that are enclosed within a secure building;
    - b. Vehicles that are kept and confined within a lot, and the area within which the vehicles are kept is fenced on all sides, and the fence is a lawful six foot fence or wall which complies with City ordinances, **and which provides a solid visual screen**; and the vehicles are maintained and stored in an orderly manner which does not create fire hazard, does not otherwise create a risk to the health and safety of the public, and does not devalue or detract from the use or enjoyment of property in the immediate vicinity;
    - c. A vehicle maintained in a lawful place and manner by a governmental agency;
    - d. An antique motor vehicle as defined in W.S. 31-2-210;
    - e. A vehicle which is covered by an intact car cover which is securely attached to the vehicle and which covers the entire vehicle, with the exception of the wheels. Each vehicle shall have its own cover. In areas zoned as residential (AA, A, B and C zones), residents shall not have more than two covered vehicles.
    - f. A race car that is currently actively engaged in racing and equipped for racing with roll cage, windows removed, drivers name, sponsors and number displayed. Demolition race cars shall be considered derelict vehicles two weeks after the demolition race in which they were used.
    - g. An automobile repair shop may only have derelict vehicles on the premises for the time necessary under agreement for repair with business customers.
- C. Junk: Any iron, glass, weeds, metal, lumber, stumps, grass, trash, hedge trimmings, cut tree branches, paper, cloth, construction debris, refrigerator, freezer, electronic equipment or appliance which is not being utilized for its intended use, or other waste or discarded material of any nature or substance whatsoever or any scrap or salvage materials which are left or permitted to remain for a period of time in excess of thirty days upon any real property within the city or any city property within or without the corporate limits of the city or upon or within the entire width between the boundary lines of every way when any part thereof is open to the use of the public for purposes of vehicular travel, public utilities and rights of way shall constitute a nuisance. Businesses operating in the commercial D-2 or D-3 zones may keep junk so long as such junk is

reasonably intended for use within the scope of the business operated on the subject lot or property, and so long as it is kept, maintained, secured and stored in an orderly manner. Industrial E zone may keep junk so long as the business has received approval for its site plan from the Planning and Zoning Commission, and the junk is kept, maintained, secured and stored in an orderly manner.

1. For purposes of this section, "junk" shall not include new or unused building materials, or building materials are in adequate and reasonable condition to allow them to be used, and so long as such building materials are kept, maintained, secured and stored in an orderly manner.

D. Foul, Offensive or Harmful Conditions: Any cellar, vault, private drain, pool, privy, sewer, grease trap, ~~accumulation of animal manure or fecal matter~~, or any other condition on a property or lot, including but not limited to uncontrolled dust, which endangers public health and safety, creates an unreasonable fire hazard, or causes hurt, harm, damage or injury to any one or more individuals, or to others property in the city or those immediately adjacent to the city shall constitute a nuisance.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: \_\_\_\_\_, 2015

PASSED ON SECOND READING: \_\_\_\_\_, 2015

PASSED ON THIRD READING: \_\_\_\_\_, 2015

ATTEST:

\_\_\_\_\_  
Nancy Tia Brown, Mayor

\_\_\_\_\_  
Cynthia Baker  
Administrative Services Director