REVISED

City of Cody City Council

AGENDA

Tuesday, April 19, 2016 – 7:00 p.m. (Pre-Meeting to begin at 6:30 p.m.)
Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

Meeting Called to Order
Pledge of Allegiance
Moment of Silence
Roll Call
Agenda Review and Approval
Mayor's Recognitions and Announcements

Proclamation –Water Safety Month (May)

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: Special Meeting Minutes from 3/31/16 and Regular Minutes from 4/5/16.
   b. Approval of vouchers and payroll in the amount of $1,426,880.20.
   c. Appoint Mayor Nancy Tia Brown and Donny Anderson as voting delegate and alternate, receptively, for the 2016 WAM Annual Convention.
   d. Authorize the Mayor to enter into and sign an Encroachment License with Grizzly Bear LLC for the improvements within the South Frontage Road Public Right of Way.

   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.

2. Public Hearing

3. Conduct of Business

   a. Consider issuing a taxi license to Colby Gines dba Buffalo Bill Horse Rides with conditions outlined by staff and contingent upon a satisfactory background check.

      Staff Reference: Cindy Baker, Administrative Services Officer
      Spokesperson: Colby Gines

   b. Award Bid No. 2016-03 – Beck Lake Park Shop Renovation to KB Nelson, as the lowest responsive bidder, for the amount of $320,703, and authorize the mayor to enter into and sign the contract and other related documents contingent upon approval by the City Attorney.

Staff Reference: Rick Manchester, Parks, Public Works & Recreation Director

c. RESOLUTION 2016-07
A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2015-2016
Staff Reference: Leslie Brumage, Finance Officer

d. ORDINANCE 2016-05 – SECOND READING
AN ORDINANCE AMENDING TITLE 9 OF THE CITY OF CODY CODE, BY ADDING A CHAPTER 4, "FENCE REGULATIONS".
Staff Reference: Todd Stowell, City Planner

e. ORDINANCE 2016-06 - SECOND READING
AN ORDINANCE REPEALING TITLE 10, CHAPTER 12, FENCING PERMITS, OF THE CITY OF CODY MUNICIPAL CODE.
Staff Reference: Todd Stowell, City Planner

4. Tabled Items

5. Matters from Staff Members

6. Matters from Council Members

7. Adjournment

Upcoming Meetings:

April 28, 2016 – Thursday – Special Workshop — 4:15 p.m. - TENTATIVE
May 3, 2016 - Tuesday – Regular Council Meeting 7:00 p.m.

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
813-NCPERS WYOMING								
125412								
	033116	PREMIUM	04/08/2016	432.00	432.00	04/08/2016		416
Total :				432.00	432.00			
Total 125412:				432.00	432.00			
ADVANCED INFO SYSTEMS								
129162								
	12938	CYCLE 3 OUTSOURCE BILLS	03/29/2016	407.43	407.43	04/20/2016		416
	12953	CYCLE 4 OUTSOURCE BILLS	04/06/2016	237.34	237.34	04/20/2016		416
Total :				644.77	644.77			
Total 129162:				644.77	644.77			
AMERICAN FAMILY LIFE ASSUR								
550								
	400648	AFLAC PREMIUM	04/08/2016	2,281.03	2,281.03	04/08/2016		416
Total :				2,281.03	2,281.03			
Total 550:				2,281.03	2,281.03			
AMERICAN WELDING & GAS, INC.								
128592								
	03950151	SUPPLIES	03/31/2016	54.45	54.45	04/20/2016		416
Total :				54.45	54.45			
Total 128592:				54.45	54.45			
ANIXTER, INC.								
130622								
	3108648-02	Switch GOAB Horizontal Hook Op	03/28/2016	4,662.39	4,662.39	04/20/2016	SWGOABHHO	416
	3168949-00	SYSTEM UPGRADES	03/25/2016	640.80	640.80	04/20/2016		416
Total :				5,303.19	5,303.19			
Total 130622:				5,303.19	5,303.19			
APPLIED GRAPHICS								
123465								
	6216	DIRECTIONAL STREET SIGNS	03/03/2016	892.40	892.40	04/20/2016		416
Total :				892.40	892.40			
Total 123465:				892.40	892.40			
BAILEY ENTERPRISES INCORPORATED								
130546								
	033116	Unleaded Fuel	04/07/2016	399.07	399.07	04/20/2016		416
	033116	Unleaded Fuel	04/07/2016	51.89	51.89	04/20/2016		416
	033116	Unleaded Fuel	04/07/2016	936.91	936.91	04/20/2016		416
	033116	Diesel Fuel	04/07/2016	115.50	115.50	04/20/2016		416
	033116	Unleaded Fuel	04/07/2016	255.95	255.95	04/20/2016		416
	033116	Unleaded Fuel	04/07/2016	20.31	20.31	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
033116	Unleaded Fuel	04/07/2016	57.79	57.79	04/20/2016		416
033116	Diesel Fuel	04/07/2016	1,537.53	1,537.53	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	241.05	241.05	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	86.97	86.97	04/20/2016		416
033116	Diesel Fuel	04/07/2016	1,736.74	1,736.74	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	133.00	133.00	04/20/2016		416
033116	Diesel Fuel	04/07/2016	258.90	258.90	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	93.93	93.93	04/20/2016		416
033116	Diesel Fuel	04/07/2016	301.76	301.76	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	32.63	32.63	04/20/2016		416
033116	Diesel Fuel	04/07/2016	208.90	208.90	04/20/2016		416
033116	Unleaded Fuel	04/07/2016	258.86	258.86	04/20/2016		416
Total :			6,727.69	6,727.69			
Total 130546:			6,727.69	6,727.69			
BIG HORN PRECAST							
1182							
7437	PARKING BLOCKS	03/29/2016	480.00	480.00	04/20/2016		416
Total :			480.00	480.00			
Total 1182:			480.00	480.00			
BLACK HILLS ENERGY							
130509							
040616	UTILITIES - REC CENTER	04/06/2016	2,221.88	2,221.88	04/20/2016		416
040616	UTILITIES - REC CENTER	04/06/2016	6,665.66	6,665.66	04/20/2016		416
Total :			8,887.54	8,887.54			
Total 130509:			8,887.54	8,887.54			
BORDER STATES INDUSTRIES, INC							
1420							
911054539	METERS	04/08/2016	1,496.44	1,496.44	04/20/2016		416
Total :			1,496.44	1,496.44			
Total 1420:			1,496.44	1,496.44			
BROWN, GARY							
130818							
392896	REC CENTER REFUND	04/05/2016	15.00	15.00	04/20/2016		416
Total :			15.00	15.00			
Total 130818:			15.00	15.00			
C & C WELDING, INC							
1690							
19746	SIDE RAILS D13	04/01/2016	357.63	357.63	04/20/2016		416
Total :			357.63	357.63			
Total 1690:			357.63	357.63			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
CARQUEST AUTO PARTS							
10200							
2874-IC-29903	credit repair parts - VM	03/17/2016	10.49-	10.49-	04/20/2016		416
2874-IC-29912	credit repair parts - VM	03/18/2016	171.00-	171.00-	04/20/2016		416
2874-IC-29954	credit repair parts - VM	03/25/2016	54.00-	54.00-	04/20/2016		416
2874-ID-29792	repair parts - VM	03/01/2016	10.67	10.67	04/20/2016		416
2874-ID-29796	repair parts - VM	03/01/2016	5.18	5.18	04/20/2016		416
2874-ID-29804	repair parts - VM	03/02/2016	41.84	41.84	04/20/2016		416
2874-ID-29809	repair parts - VM	03/03/2016	211.96	211.96	04/20/2016		416
2874-ID-29810	repair parts - VM	03/03/2016	25.40	25.40	04/20/2016		416
2874-ID-29814	repair parts - VM	03/03/2016	39.43	39.43	04/20/2016		416
2874-ID-29814	repair parts - VM	03/03/2016	14.70	14.70	04/20/2016		416
2874-ID-29820	repair parts - VM	03/04/2016	41.53	41.53	04/20/2016		416
2874-ID-29837	repair parts - VM	03/07/2016	9.06	9.06	04/20/2016		416
2874-ID-29853	shop supplies - VM	03/09/2016	17.47	17.47	04/20/2016		416
2874-ID-29860	repair parts - VM	03/10/2016	34.65	34.65	04/20/2016		416
2874-ID-29863	repair parts - VM	03/10/2016	35.12	35.12	04/20/2016		416
2874-ID-29867	repair parts - VM	03/11/2016	10.92	10.92	04/20/2016		416
2874-ID-29870	repair parts - VM	03/11/2016	112.97	112.97	04/20/2016		416
2874-ID-29871	repair parts - VM	03/11/2016	14.45	14.45	04/20/2016		416
2874-ID-29879	repair parts - VM	03/14/2016	9.79	9.79	04/20/2016		416
2874-ID-29895	repair parts - VM	03/16/2016	8.24	8.24	04/20/2016		416
2874-ID-29897	repair parts - VM	03/16/2016	12.59	12.59	04/20/2016		416
2874-ID-29902	repair parts - VM	03/17/2016	10.49	10.49	04/20/2016		416
2874-ID-29903	repair parts - VM	03/17/2016	9.79	9.79	04/20/2016		416
2874-ID-29909	repair parts - VM	03/18/2016	34.88	34.88	04/20/2016		416
2874-ID-29910	repair parts - VM	03/18/2016	348.62	348.62	04/20/2016		416
2874-ID-29914	repair parts - VM	03/18/2016	27.34	27.34	04/20/2016		416
2874-ID-29922	repair parts - VM	03/21/2016	5.60	5.60	04/20/2016		416
2874-ID-29922	repair parts - VM	03/21/2016	101.83	101.83	04/20/2016		416
2874-ID-29930	repair parts - VM	03/22/2016	13.48	13.48	04/20/2016		416
2874-ID-29938	repair parts - VM	03/23/2016	15.03	15.03	04/20/2016		416
2874-ID-29941	repair parts - VM	03/23/2016	15.36	15.36	04/20/2016		416
2874-ID-29949	repair parts - VM	03/24/2016	261.68	261.68	04/20/2016		416
2874-ID-29957	repair parts - VM	03/25/2016	54.39	54.39	04/20/2016		416
2874-ID299650	repair parts - VM	03/28/2016	41.94	41.94	04/20/2016		416
2874-ID-29984	repair parts - VM	03/31/2016	12.95	12.95	04/20/2016		416
2874-ID-29985	repair parts - VM	03/31/2016	13.99	13.99	04/20/2016		416
Total :			1,387.85	1,387.85			
Total 10200:			1,387.85	1,387.85			
CHANDLER, SHAWNA							
130811							
9620011	REFUND UTILITY DEPOSIT	04/05/2016	53.70	53.70	04/20/2016		416
Total :			53.70	53.70			
Total 130811:			53.70	53.70			
CITY OF CODY							
2260							
040716	RESTITUTION FROM JAY KEBL	04/07/2016	100.00	100.00	04/20/2016		416
Total :			100.00	100.00			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 2260:			100.00	100.00			
CODY CAB LLC							
129079							
040616	TIPSY TAXI PROGRAM	04/06/2016	196.00	196.00	04/20/2016		416
Total :			196.00	196.00			
Total 129079:			196.00	196.00			
CODY COUNCIL ON AGING							
2520							
033116	COMMUNITY FUNDING ALLOCA	03/31/2016	4,500.00	4,500.00	04/20/2016		416
Total :			4,500.00	4,500.00			
Total 2520:			4,500.00	4,500.00			
CODY ROTARY CLUB							
2765							
032416	ROTARY - RICK MANCHESTER	03/24/2016	38.00	38.00	04/20/2016		416
032416	ROTARY - RICK MANCHESTER	03/24/2016	38.00	38.00	04/20/2016		416
Total :			76.00	76.00			
Total 2765:			76.00	76.00			
CODY SPECIALTY PROPERTIES LLC							
130805							
174007211	REFUND UTILITUY DEPOSIT	04/01/2016	216.34	216.34	04/20/2016		416
Total :			216.34	216.34			
Total 130805:			216.34	216.34			
CODY'S TOWN TAXI							
129972							
040616	TIPSY TAXI VOUCHERS	04/06/2016	336.00	336.00	04/20/2016		416
Total :			336.00	336.00			
Total 129972:			336.00	336.00			
COE, HANK							
130814							
392897	REC CENTER REFUND	04/05/2016	15.00	15.00	04/20/2016		416
Total :			15.00	15.00			
Total 130814:			15.00	15.00			
CONTRERAS, AARON							
130797							
17240019	REFUND UTILITY DEPOSIT	03/30/2016	26.75	26.75	04/20/2016		416
Total :			26.75	26.75			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 130797:			26.75	26.75			
COPENHAVER KATH KITCHEN KOLPITCKE LLC							
3140							
33116	LEGAL SERVICES	04/04/2016	6,907.92	6,907.92	04/20/2016		416
Total :			6,907.92	6,907.92			
Total 3140:			6,907.92	6,907.92			
CRAWFORD, TRACIE							
130806							
9165014	REFUND UTILITY DEPOSIT	04/01/2016	65.94	65.94	04/20/2016		416
Total :			65.94	65.94			
Total 130806:			65.94	65.94			
CURCI, SUE							
130813							
392856	REC CENTER REFUND	04/04/2016	65.00	65.00	04/20/2016		416
Total :			65.00	65.00			
Total 130813:			65.00	65.00			
CUSTOM GARAGE DOOR LLC							
127015							
3469	RECYLE CENTER OVERHEAD	03/21/2016	80.00	80.00	04/20/2016		416
Total :			80.00	80.00			
Total 127015:			80.00	80.00			
DARGENTO, ADRANO							
130812							
17053211	REFUND UTILITY DEPOSIT	04/05/2016	400.00	400.00	04/20/2016		416
Total :			400.00	400.00			
Total 130812:			400.00	400.00			
DELOACH, EMMALINE							
130224							
17765634	REFUND UTILITY DEPOSIT	03/31/2016	105.96	105.96	04/20/2016		416
Total :			105.96	105.96			
Total 130224:			105.96	105.96			
DEPT OF FAMILY SERVICES							
125899							
04082016	BACKGROUND CHECKS - REC	04/08/2016	20.00	20.00	04/20/2016		416
Total :			20.00	20.00			
Total 125899:			20.00	20.00			

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
DIVISION OF VICTIM'S SERVICES								
124470								
	040716	CRIME VICTIM'S COMP - MAR 2	04/07/2016	115.64	115.64	04/20/2016		416
Total :				115.64	115.64			
Total 124470:				115.64	115.64			
EASTMAN, RINDA								
129952								
	040616	PERSONAL TRAINING - REC CE	04/06/2016	179.56	179.56	04/20/2016		416
Total :				179.56	179.56			
Total 129952:				179.56	179.56			
ENGINEERING ASSOCIATES								
4140								
	022516	BACTERIA TESTING	02/25/2016	50.00	50.00	04/20/2016		416
	3604007	WWTF PRETREATMENT	04/01/2016	21,938.84	21,938.84	04/20/2016		416
	3604058	MATERIAL TESTING	04/04/2016	805.00	805.00	04/20/2016		416
Total :				22,793.84	22,793.84			
Total 4140:				22,793.84	22,793.84			
EVARTS, ROBERT S								
130824								
	1419-1	REFUND ENCROACHMENT DE	04/08/2016	150.00	150.00	04/20/2016		416
Total :				150.00	150.00			
Total 130824:				150.00	150.00			
GOOD 2 GO STORES								
129982								
	040716	RESTITUTION FROM EDGAR H	04/07/2016	43.34	43.34	04/20/2016		416
Total :				43.34	43.34			
Total 129982:				43.34	43.34			
GOOD, KIMBERLY								
130809								
	7149055	REFUND UTILITY DEPOSIT	03/31/2016	282.58	282.58	04/20/2016		416
Total :				282.58	282.58			
Total 130809:				282.58	282.58			
HARRIS TRUCKING & CONST. CO								
4780								
	127521	EQUIPMENT RENTAL	03/21/2016	1,916.00	1,916.00	04/20/2016		416
	127579	MONUMENT PROJECT	03/30/2016	700.00	700.00	04/20/2016		416
	127584	LOAD TRANSFORMER	03/31/2016	515.50	515.50	04/20/2016		416
Total :				3,131.50	3,131.50			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 4780:			3,131.50	3,131.50			
INDUSTRIAL SYSTEMS INC							
5200							
37777	CHARTS AND RECORDER PEN	03/01/2016	148.24	148.24	04/20/2016		416
Total :			148.24	148.24			
Total 5200:			148.24	148.24			
JONES, AMY							
129954							
040616	PERSONAL TRAINING - REC CE	04/06/2016	748.14	748.14	04/20/2016		416
Total :			748.14	748.14			
Total 129954:			748.14	748.14			
KEEGAN, KRISJANSONS & MILES, PC							
130778							
040116	PROFESSIONAL FEES	04/01/2016	189.00	189.00	04/20/2016		416
040516	PROFESSIONAL FEES	04/05/2016	156.60	156.60	04/20/2016		416
Total :			345.60	345.60			
Total 130778:			345.60	345.60			
KEELE SANITATION, LLC							
124874							
301842	PORTABLE RESTROOM - PARK	03/31/2016	80.00	80.00	04/20/2016		416
Total :			80.00	80.00			
Total 124874:			80.00	80.00			
KITCHEN, SCOTT							
129803							
033116	MILEAGE REIMBURSEMENT	03/31/2016	30.35	30.35	04/20/2016		416
Total :			30.35	30.35			
Total 129803:			30.35	30.35			
KRUBECK, LUCAS							
130285							
040616	PERSONAL TRAINER - REC CE	04/06/2016	657.80	657.80	04/20/2016		416
Total :			657.80	657.80			
Total 130285:			657.80	657.80			
LAFOLLETTE, MARGARET							
130770							
040716	RESTITUTION FROM MC-1411-0	04/07/2016	44.20	44.20	04/20/2016		416
Total :			44.20	44.20			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 130770:			44.20	44.20			
LEE, WILLIAM J							
130807							
5041014	REFUND UTILITY DEPOSIT	04/01/2016	28.56	28.56	04/20/2016		416
Total :			28.56	28.56			
Total 130807:			28.56	28.56			
MCCOLL, NATASHA							
130045							
392899	REC CENTER REFUND	04/05/2016	16.00	16.00	04/20/2016		416
Total :			16.00	16.00			
Total 130045:			16.00	16.00			
MCKIBBEN, JENNIFER							
130815							
392900	REC CENTER REFUND	04/05/2016	18.00	18.00	04/20/2016		416
Total :			18.00	18.00			
Total 130815:			18.00	18.00			
MCNINCH, CHRISTOPHER J							
130798							
10261011	REFUND DEPOSIT	03/29/2016	156.57	156.57	04/20/2016		416
Total :			156.57	156.57			
Total 130798:			156.57	156.57			
MCNIVEN, JACKIE							
130802							
392599	REC CENTER REFUND	03/30/2016	10.00	10.00	04/20/2016		416
Total :			10.00	10.00			
Total 130802:			10.00	10.00			
MIDWEST FENCE COMPANY							
6650							
32668	FENCE WORK - RECYCLE CEN	02/23/2016	630.00	630.00	04/20/2016		416
Total :			630.00	630.00			
Total 6650:			630.00	630.00			
MONTANA CSED SDU							
130713							
040616	PAR ID P0001023686	04/06/2016	123.57	123.57	04/08/2016		416
Total :			123.57	123.57			
Total 130713:			123.57	123.57			

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
MOTOROLA SOLUTIONS, INC.								
6840								
	13104853	PORTABLE RADIOS (3)	03/24/2016	17,288.70	17,288.70	04/20/2016		416
Total :				17,288.70	17,288.70			
Total 6840:				17,288.70	17,288.70			
NELSON, SCOTT								
130810								
	10050019	REFUND UTILITY DEPOSIT	03/31/2016	133.81	133.81	04/20/2016		416
Total :				133.81	133.81			
Total 130810:				133.81	133.81			
NORCO, INC.								
128948								
	18219950	SUPPLIES	03/31/2016	11.84	11.84	04/20/2016		416
Total :				11.84	11.84			
Total 128948:				11.84	11.84			
NORTHWEST RODEO COUNCIL								
130799								
	392616	REC CENTER REFUND	03/30/2016	27.50	27.50	04/20/2016		416
Total :				27.50	27.50			
Total 130799:				27.50	27.50			
P & E PAINTING								
130726								
	1	GUARD REAIL - EAST SHERIDA	03/29/2016	2,001.00	2,001.00	04/20/2016		416
Total :				2,001.00	2,001.00			
Total 130726:				2,001.00	2,001.00			
PARK COUNTY								
7670								
	2469	LEC CONTRACT - DISPATCH	04/01/2016	25,026.03	25,026.03	04/20/2016		416
	2469	LEC CONTRACT - CONSOLE	04/01/2016	3,184.96	3,184.96	04/20/2016		416
	2469	LEC CONTRACT - UTILITIES	04/01/2016	1,186.19	1,186.19	04/20/2016		416
Total :				29,397.18	29,397.18			
Total 7670:				29,397.18	29,397.18			
PARK COUNTY ANIMAL SHELTER								
5120								
	040116	ANIMAL SERVICE CONTRACT	04/01/2016	3,750.00	3,750.00	04/20/2016		416
Total :				3,750.00	3,750.00			
Total 5120:				3,750.00	3,750.00			

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
PARK COUNTY LANDFILL								
129053								
	033116	LANDFILL CHARGES	03/31/2016	59,964.20	59,964.20	04/20/2016		416
Total :				59,964.20	59,964.20			
Total 129053:				59,964.20	59,964.20			
PARK COUNTY READY MIX								
7730								
	112548	MONUMENT STREET	03/28/2016	1,334.26	1,334.26	04/20/2016		416
Total :				1,334.26	1,334.26			
Total 7730:				1,334.26	1,334.26			
PARK COUNTY SHERIFF								
7740								
	033116	INCARCERATION - MAR 2016	03/31/2016	450.00	450.00	04/20/2016		416
Total :				450.00	450.00			
Total 7740:				450.00	450.00			
PROVIDENT LIFE & ACCIDENT INS								
128033								
	033116	UNUM OPTIONAL POLICIES PR	04/08/2016	183.44	183.44	04/08/2016		416
Total :				183.44	183.44			
Total 128033:				183.44	183.44			
RICHARDSON, SKIP (ELLA)								
130800								
	392610	REC CENTER REFUND	03/30/2016	33.00	33.00	04/20/2016		416
Total :				33.00	33.00			
Total 130800:				33.00	33.00			
RINGLER, JEREMIAH S								
130819								
	040616	REFUND PAYMENT ON MC-160	04/06/2016	57.00	57.00	04/20/2016		416
Total :				57.00	57.00			
Total 130819:				57.00	57.00			
ROBERTSON, LESLIE								
130816								
	392901	REC CENTER REFUND	04/05/2016	7.00	7.00	04/20/2016		416
Total :				7.00	7.00			
Total 130816:				7.00	7.00			
SAYER, TIFFANY								

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
130808								
	392683	REC CENTER REFUND	03/31/2016	85.00	85.00	04/20/2016		416
Total :				85.00	85.00			
Total 130808:				85.00	85.00			
SCHMIDT, CATHERINE								
130817								
	392903	REC CENTER REFUND	04/05/2016	20.00	20.00	04/20/2016		416
Total :				20.00	20.00			
Total 130817:				20.00	20.00			
SECHRIST, DAVID J								
129937								
	040616	PERSONAL TRAINING- REC CE	04/06/2016	116.38	116.38	04/20/2016		416
Total :				116.38	116.38			
Total 129937:				116.38	116.38			
SERVIAM LEGAL SERVICES LLC								
130501								
	033116	PROFESSIONAL SERVICES	03/31/2016	2,303.00	2,303.00	04/20/2016		416
Total :				2,303.00	2,303.00			
Total 130501:				2,303.00	2,303.00			
SHOSHONE MUNICIPAL PIPELINE								
9130								
	040116	SMP WATER PURCHASES - MA	04/01/2016	101,667.04	101,667.04	04/20/2016		416
Total :				101,667.04	101,667.04			
Total 9130:				101,667.04	101,667.04			
SPOMER, RON								
129055								
	1366-2	REFUND ENCROACHMENT DE	03/30/2016	150.00	150.00	04/20/2016		416
Total :				150.00	150.00			
Total 129055:				150.00	150.00			
STATE FARM								
127933								
	38-B63-691	RESTITUTION FROM GEORGE	04/07/2016	100.00	100.00	04/20/2016		416
Total :				100.00	100.00			
Total 127933:				100.00	100.00			
THOMAS, MAXINE								
130820								
	392904	REC CENTER REFUND	04/05/2016	24.00	24.00	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :			24.00	24.00			
Total 130820:			24.00	24.00			
U S BANK PURCHASE CARD							
129981							
040616	Supplies	04/06/2016	56.98	56.98	04/20/2016		416
040616	battery for handheld meter reader	04/06/2016	193.47	193.47	04/20/2016		416
040616	supplies	04/06/2016	77.80	77.80	04/20/2016		416
040616	Utilities - WSCTelecom Long Dista	04/06/2016	139.39	139.39	04/20/2016		416
040616	Utilities - Verizon - Cell Phone	04/06/2016	65.35	65.35	04/20/2016		416
040616	Advertising	04/06/2016	173.40	173.40	04/20/2016		416
040616	advertising	04/06/2016	612.00	612.00	04/20/2016		416
040616	Dues SHRM	04/06/2016	190.00	190.00	04/20/2016		416
040616	lease - postage machine	04/06/2016	616.38	616.38	04/20/2016		416
040616	Toner cartridges	04/06/2016	243.97	243.97	04/20/2016		416
040616	Index tabs	04/06/2016	7.99	7.99	04/20/2016		416
040616	Risk assessments	04/06/2016	283.65	283.65	04/20/2016		416
040616	Ink pad & packing tape	04/06/2016	7.26	7.26	04/20/2016		416
040616	Coat/Vest - Meter Reader	04/06/2016	52.15	52.15	04/20/2016		416
040616	Boots - Meter Reader	04/06/2016	160.00	160.00	04/20/2016		416
040616	car wash	04/06/2016	10.00	10.00	04/20/2016		416
040616	Calculator ribbons	04/06/2016	8.98	8.98	04/20/2016		416
040616	office supplies	04/06/2016	15.99	15.99	04/20/2016		416
040616	office supplies	04/06/2016	52.39	52.39	04/20/2016		416
040616	Disputed charge credit	04/06/2016	25.00-	25.00-	04/20/2016		416
040616	Disputed charge credit	04/06/2016	25.00-	25.00-	04/20/2016		416
040616	Disputed charge credit	04/06/2016	25.00-	25.00-	04/20/2016		416
040616	certification - IT	04/06/2016	400.00	400.00	04/20/2016		416
040616	printer toner (2)	04/06/2016	131.99	131.99	04/20/2016		416
040616	Printer Toner	04/06/2016	60.32	60.32	04/20/2016		416
040616	supplies	04/06/2016	22.02	22.02	04/20/2016		416
040616	Toner (2)	04/06/2016	182.99	182.99	04/20/2016		416
040616	shipping charges - return item for	04/06/2016	13.45	13.45	04/20/2016		416
040616	Computer Support Services	04/06/2016	1,499.00	1,499.00	04/20/2016		416
040616	replacement Wi-Fi point for shop	04/06/2016	81.99	81.99	04/20/2016		416
040616	Supplies - printer toners	04/06/2016	89.89	89.89	04/20/2016		416
040616	supplies	04/06/2016	22.02	22.02	04/20/2016		416
Total Administrative Services:			5,395.82	5,395.82			
040616	Cameras for b-day party	04/06/2016	209.70	209.70	04/20/2016		416
040616	program supplies	04/06/2016	61.30	61.30	04/20/2016		416
040616	No school day programs/spring br	04/06/2016	59.88	59.88	04/20/2016		416
040616	programs	04/06/2016	153.42	153.42	04/20/2016		416
040616	programs	04/06/2016	117.90	117.90	04/20/2016		416
040616	programs	04/06/2016	225.06	225.06	04/20/2016		416
040616	easter egg hunt	04/06/2016	46.20	46.20	04/20/2016		416
040616	underwater checker board for ho	04/06/2016	85.64	85.64	04/20/2016		416
040616	program arc fees	04/06/2016	30.00	30.00	04/20/2016		416
040616	programs	04/06/2016	99.07	99.07	04/20/2016		416
040616	programs	04/06/2016	55.96	55.96	04/20/2016		416
040616	easter egg hunt	04/06/2016	38.78	38.78	04/20/2016		416
040616	lessons candy	04/06/2016	9.99	9.99	04/20/2016		416
040616	refund of program supplies	04/06/2016	21.55-	21.55-	04/20/2016		416
040616	b-day party	04/06/2016	32.66	32.66	04/20/2016		416
040616	b-day party	04/06/2016	37.85	37.85	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
040616	CO2	04/06/2016	173.00	173.00	04/20/2016		416
040616	CO2	04/06/2016	150.00	150.00	04/20/2016		416
040616	CO2	04/06/2016	173.00	173.00	04/20/2016		416
040616	training	04/06/2016	20.00	20.00	04/20/2016		416
040616	Program supplies	04/06/2016	30.39	30.39	04/20/2016		416
040616	Program supplies	04/06/2016	888.98	888.98	04/20/2016		416
040616	Program supplies	04/06/2016	202.95	202.95	04/20/2016		416
040616	ARC books	04/06/2016	374.42	374.42	04/20/2016		416
040616	Program supplies	04/06/2016	43.97	43.97	04/20/2016		416
040616	program supplies	04/06/2016	110.88	110.88	04/20/2016		416
040616	wlsl entrance fee	04/06/2016	59.00	59.00	04/20/2016		416
040616	b-day party	04/06/2016	23.97	23.97	04/20/2016		416
040616	b-day party	04/06/2016	39.41	39.41	04/20/2016		416
040616	CO2	04/06/2016	179.95	179.95	04/20/2016		416
040616	Program supplies	04/06/2016	22.50	22.50	04/20/2016		416
040616	Repair equipment	04/06/2016	261.73	261.73	04/20/2016		416
Total Aquatics:			3,996.01	3,996.01			
040616	Meeting expenses	04/06/2016	115.00	115.00	04/20/2016		416
040616	Utilities - Verizon - Cell Phone	04/06/2016	49.53	49.53	04/20/2016		416
040616	Meeting xpenses	04/06/2016	16.42	16.42	04/20/2016		416
Total City Administrator:			180.95	180.95			
040616	Utilities - Verizon - Cell Phone	04/06/2016	154.81	154.81	04/20/2016		416
040616	Micropaver Software Subscription	04/06/2016	550.00	550.00	04/20/2016		416
040616	Maintenance on vehicles	04/06/2016	13.00	13.00	04/20/2016		416
040616	Materials and Supplies	04/06/2016	25.32	25.32	04/20/2016		416
040616	Materials and Supplies	04/06/2016	110.00	110.00	04/20/2016		416
040616	Material and Supplies	04/06/2016	22.28	22.28	04/20/2016		416
Total Community Development:			875.41	875.41			
040616	uniforms	04/06/2016	794.34	794.34	04/20/2016		416
040616	uniforms	04/06/2016	209.95	209.95	04/20/2016		416
040616	Tools/Supplies/Streetlight Repairs	04/06/2016	419.18	419.18	04/20/2016		416
040616	Marking Paint	04/06/2016	90.96	90.96	04/20/2016		416
040616	Supplies	04/06/2016	29.40	29.40	04/20/2016		416
040616	Office Supplies	04/06/2016	22.66	22.66	04/20/2016		416
040616	Tools/Supplies/Streetlight Repairs	04/06/2016	9.14	9.14	04/20/2016		416
040616	Shipping Charges	04/06/2016	24.85	24.85	04/20/2016		416
040616	Streetlight Repair Supplies	04/06/2016	241.36	241.36	04/20/2016		416
040616	Tools/Supplies/Streetlight Repairs	04/06/2016	69.01	69.01	04/20/2016		416
040616	Streetlight Repair Supplies/Syste	04/06/2016	63.83	63.83	04/20/2016		416
040616	Streetlight Conduit	04/06/2016	64.04	64.04	04/20/2016		416
040616	Streetlight Wire	04/06/2016	244.41	244.41	04/20/2016		416
040616	Improvements other than building	04/06/2016	300.40	300.40	04/20/2016		416
040616	New Streetlight Base Material	04/06/2016	385.57	385.57	04/20/2016		416
040616	Streetlight Repair Supplies/Syste	04/06/2016	154.71	154.71	04/20/2016		416
040616	random testing	04/06/2016	30.00	30.00	04/20/2016		416
040616	Utilities - Verizon - Cell Phone	04/06/2016	225.01	225.01	04/20/2016		416
040616	backhoe tire	04/06/2016	720.36	720.36	04/20/2016		416
040616	Utilities - Century Link	04/06/2016	37.66	37.66	04/20/2016		416
040616	supplies	04/06/2016	17.26	17.26	04/20/2016		416
040616	Arbor Day Safety books	04/06/2016	390.00	390.00	04/20/2016		416
040616	equipment repair	04/06/2016	693.00	693.00	04/20/2016		416
040616	line locator	04/06/2016	3,540.51	3,540.51	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
040616	Service Repair Supplies	04/06/2016	115.03	115.03	04/20/2016		416
040616	Streetlight Repair Supplies	04/06/2016	18.53	18.53	04/20/2016		416
040616	Travel expense - meals	04/06/2016	12.97	12.97	04/20/2016		416
040616	Travel expense - meals	04/06/2016	33.44	33.44	04/20/2016		416
040616	Travel expense - meals	04/06/2016	15.65	15.65	04/20/2016		416
040616	Travel expense - lodging	04/06/2016	516.73	516.73	04/20/2016		416
040616	Travel expense - lodging	04/06/2016	47.17-	47.17-	04/20/2016		416
040616	Travel expense - gasoline	04/06/2016	25.46	25.46	04/20/2016		416
040616	Travel expense - gasoline	04/06/2016	32.28	32.28	04/20/2016		416
040616	Travel expense - gasoline	04/06/2016	40.78	40.78	04/20/2016		416
040616	Webinar - APPA Finance Series -	04/06/2016	99.00	99.00	04/20/2016		416
040616	APPA FInancial Webinar Series -	04/06/2016	99.00	99.00	04/20/2016		416
040616	Pest Control - Shop Building	04/06/2016	54.34	54.34	04/20/2016		416
Total Electric:			9,793.65	9,793.65			
040616	expense	04/06/2016	77.97	77.97	04/20/2016		416
040616	Meeting Expenses	04/06/2016	11.35	11.35	04/20/2016		416
040616	meeting expenses	04/06/2016	84.08	84.08	04/20/2016		416
Total Mayor ♦ Council:			173.40	173.40			
040616	Supplies	04/06/2016	5.96	5.96	04/20/2016		416
040616	Materials	04/06/2016	1,062.00	1,062.00	04/20/2016		416
040616	Acetylene rental	04/06/2016	38.45	38.45	04/20/2016		416
040616	Park shop demo	04/06/2016	1,166.42	1,166.42	04/20/2016		416
040616	Park shop demo disconnect	04/06/2016	60.00	60.00	04/20/2016		416
040616	Utilities - Verizon - Cell Phone	04/06/2016	132.32	132.32	04/20/2016		416
040616	Supplies	04/06/2016	7.99	7.99	04/20/2016		416
040616	Ground in greenhouse	04/06/2016	4.49	4.49	04/20/2016		416
040616	Soccer field striping paint	04/06/2016	70.68	70.68	04/20/2016		416
040616	Backup batteries for greenhouse	04/06/2016	13.98	13.98	04/20/2016		416
040616	Greenhouse supplies	04/06/2016	4.99	4.99	04/20/2016		416
040616	Greenhouse supplies	04/06/2016	19.92	19.92	04/20/2016		416
040616	Greenhouse supplies	04/06/2016	541.25	541.25	04/20/2016		416
040616	Soccer field paint	04/06/2016	1,462.68	1,462.68	04/20/2016		416
040616	Soccer field marking paint	04/06/2016	7.49	7.49	04/20/2016		416
040616	Supplies	04/06/2016	27.28	27.28	04/20/2016		416
040616	Supplies	04/06/2016	34.16	34.16	04/20/2016		416
040616	Supplies	04/06/2016	46.99	46.99	04/20/2016		416
040616	Excavator rental parks shop	04/06/2016	1,600.00	1,600.00	04/20/2016		416
040616	Supplies/Tools	04/06/2016	39.99	39.99	04/20/2016		416
040616	Supplies	04/06/2016	10.49	10.49	04/20/2016		416
040616	Supplies/Tools	04/06/2016	5.16	5.16	04/20/2016		416
040616	Supplies	04/06/2016	4.03	4.03	04/20/2016		416
040616	Supplies	04/06/2016	9.98	9.98	04/20/2016		416
040616	Supplies	04/06/2016	24.99	24.99	04/20/2016		416
040616	Supplies	04/06/2016	8.99	8.99	04/20/2016		416
040616	Legion home dugout	04/06/2016	15.14	15.14	04/20/2016		416
040616	Legion home dugout	04/06/2016	20.45	20.45	04/20/2016		416
040616	Legion home dugout	04/06/2016	4.83	4.83	04/20/2016		416
040616	Legion home dugout	04/06/2016	691.75	691.75	04/20/2016		416
040616	Legion home dugout	04/06/2016	31.07	31.07	04/20/2016		416
040616	Legion home dugout	04/06/2016	12.74	12.74	04/20/2016		416
040616	Legion home dugout	04/06/2016	44.98	44.98	04/20/2016		416
040616	Legion home dugout	04/06/2016	22.49	22.49	04/20/2016		416
040616	Legion home dugout	04/06/2016	19.24	19.24	04/20/2016		416
040616	Mentock soccer	04/06/2016	13.74	13.74	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
040616	Ballfield	04/06/2016	16.99	16.99	04/20/2016		416
040616	Glendale soccer	04/06/2016	16.74	16.74	04/20/2016		416
040616	Soccer	04/06/2016	9.99	9.99	04/20/2016		416
040616	Soccer	04/06/2016	3.12	3.12	04/20/2016		416
040616	Bobcat rental parks shop	04/06/2016	1,025.00	1,025.00	04/20/2016		416
040616	bobcat jack hammer	04/06/2016	375.00	375.00	04/20/2016		416
040616	Shop & Mentock R/R	04/06/2016	10.98	10.98	04/20/2016		416
040616	Keys for stock	04/06/2016	8.94	8.94	04/20/2016		416
040616	Stock	04/06/2016	18.98	18.98	04/20/2016		416
Total Parks Maintenance:			8,772.85	8,772.85			
040616	Utilities - Verizon - Cell Phone	04/06/2016	1,409.99	1,409.99	04/20/2016		416
040616	A 17 alignment	04/06/2016	65.95	65.95	04/20/2016		416
040616	Vest carrier-C07, Ballistic vests-C	04/06/2016	81.08	81.08	04/20/2016		416
040616	Uniform Allowance C01	04/06/2016	114.98	114.98	04/20/2016		416
040616	Uniform Allowance C01	04/06/2016	11.35	11.35	04/20/2016		416
040616	Rifle ammunition	04/06/2016	2,233.51	2,233.51	04/20/2016		416
040616	Target Stands	04/06/2016	306.97	306.97	04/20/2016		416
040616	Evidence supplies	04/06/2016	93.99	93.99	04/20/2016		416
040616	Office/evidence supplies	04/06/2016	119.16	119.16	04/20/2016		416
040616	Office supplies	04/06/2016	25.18	25.18	04/20/2016		416
040616	Evidence supplies	04/06/2016	42.76	42.76	04/20/2016		416
040616	Taser Cartridges	04/06/2016	510.95	510.95	04/20/2016		416
040616	Office/Squad Room Supplies	04/06/2016	238.05	238.05	04/20/2016		416
040616	Batteries	04/06/2016	58.65	58.65	04/20/2016		416
040616	Office Supplies	04/06/2016	700.93	700.93	04/20/2016		416
040616	Fire Extinguisher Maintenance	04/06/2016	240.00	240.00	04/20/2016		416
040616	Cody Bucks for Tobacco complian	04/06/2016	120.00	120.00	04/20/2016		416
040616	Vest carrier-C07, Ballistic vests-C	04/06/2016	1,455.56	1,455.56	04/20/2016		416
040616	Bomb Squad Supplies	04/06/2016	271.20	271.20	04/20/2016		416
040616	Uniform Allowance - C08	04/06/2016	24.50	24.50	04/20/2016		416
040616	Uniform allowance - C08	04/06/2016	169.99	169.99	04/20/2016		416
040616	C08 Uniform Allowance	04/06/2016	114.36	114.36	04/20/2016		416
040616	Car wash - C08	04/06/2016	9.00	9.00	04/20/2016		416
040616	Ship C08 asp for repair/replaceme	04/06/2016	18.08	18.08	04/20/2016		416
040616	Returned Shipping - C08	04/06/2016	16.62	16.62	04/20/2016		416
040616	Utilities - Century Link	04/06/2016	37.66	37.66	04/20/2016		416
040616	Travel Expense	04/06/2016	25.00	25.00	04/20/2016		416
040616	Training - Meal	04/06/2016	13.90	13.90	04/20/2016		416
040616	Travel Food	04/06/2016	6.81	6.81	04/20/2016		416
040616	C25 Travel - Meal	04/06/2016	26.00	26.00	04/20/2016		416
040616	Travel - Meal	04/06/2016	23.92	23.92	04/20/2016		416
040616	Travel - Meal	04/06/2016	7.25	7.25	04/20/2016		416
040616	C25 Travel - Meal	04/06/2016	8.00	8.00	04/20/2016		416
040616	C25 Travel - Meal	04/06/2016	31.69	31.69	04/20/2016		416
040616	C25 Travel - Meal	04/06/2016	18.21	18.21	04/20/2016		416
040616	C25 Travel - Meal	04/06/2016	8.93	8.93	04/20/2016		416
040616	C25 Hotel	04/06/2016	507.85	507.85	04/20/2016		416
040616	Baggage Fee C25	04/06/2016	25.00	25.00	04/20/2016		416
040616	Fuel C25	04/06/2016	24.72	24.72	04/20/2016		416
040616	Fuel C25	04/06/2016	15.85	15.85	04/20/2016		416
040616	Uniform allowance - C05	04/06/2016	18.90	18.90	04/20/2016		416
040616	Meal C12 WLEA	04/06/2016	39.22	39.22	04/20/2016		416
040616	Meal C12 WLEA	04/06/2016	20.45	20.45	04/20/2016		416
040616	Meal C12 WLEA	04/06/2016	6.30	6.30	04/20/2016		416
040616	Meal - C12	04/06/2016	21.99	21.99	04/20/2016		416
040616	Uniform allowance - C06	04/06/2016	244.96	244.96	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
040616	Fuel WLEA Graduation	04/06/2016	24.01	24.01	04/20/2016		416
040616	Car wash - C06	04/06/2016	9.00	9.00	04/20/2016		416
040616	Car Wash - C06	04/06/2016	9.00	9.00	04/20/2016		416
040616	Bike tune up	04/06/2016	80.00	80.00	04/20/2016		416
040616	HDMI Cable - Bomb Squad	04/06/2016	12.80	12.80	04/20/2016		416
040616	phone case - C Baker	04/06/2016	34.48	34.48	04/20/2016		416
040616	Car Wash - C21	04/06/2016	9.00	9.00	04/20/2016		416
040616	Car Wash C21	04/06/2016	9.00	9.00	04/20/2016		416
040616	Car wash - C11	04/06/2016	3.29	3.29	04/20/2016		416
040616	Car Wash C11	04/06/2016	9.48	9.48	04/20/2016		416
040616	Evidence shipping	04/06/2016	9.68	9.68	04/20/2016		416
040616	Evidence shipping	04/06/2016	9.08	9.08	04/20/2016		416
040616	Evidence shipping	04/06/2016	9.08	9.08	04/20/2016		416
040616	Evidence Shipping	04/06/2016	9.08	9.08	04/20/2016		416
040616	Evidence to Casper PD	04/06/2016	8.45	8.45	04/20/2016		416
040616	Evidence Shipping	04/06/2016	9.08	9.08	04/20/2016		416
040616	Returned Property	04/06/2016	9.26	9.26	04/20/2016		416
040616	Ship Evidence	04/06/2016	9.06	9.06	04/20/2016		416
040616	Car Wash C24	04/06/2016	6.23	6.23	04/20/2016		416
040616	Car Wash - C03	04/06/2016	9.00	9.00	04/20/2016		416
040616	Car wash - C14	04/06/2016	10.00	10.00	04/20/2016		416
040616	Training - C17	04/06/2016	13.02	13.02	04/20/2016		416
040616	Training - C17	04/06/2016	11.44	11.44	04/20/2016		416
040616	Training - C17	04/06/2016	178.00	178.00	04/20/2016		416
040616	Car organizer	04/06/2016	96.98	96.98	04/20/2016		416
040616	Uniform Allowance C17	04/06/2016	144.05	144.05	04/20/2016		416
040616	Car Wash - C17	04/06/2016	9.00	9.00	04/20/2016		416
Total Police:			10,335.97	10,335.97			
040616	Utilities - Verizon - Cell Phone	04/06/2016	76.95	76.95	04/20/2016		416
040616	nozzle twist for cleaning supplies	04/06/2016	6.49	6.49	04/20/2016		416
040616	Caulk and stain remover for rec c	04/06/2016	17.47	17.47	04/20/2016		416
040616	clock for Rec Center	04/06/2016	4.99	4.99	04/20/2016		416
040616	toilet seat for auditorium	04/06/2016	8.99	8.99	04/20/2016		416
040616	for directional signage	04/06/2016	6.00	6.00	04/20/2016		416
040616	sand to put into base of punching	04/06/2016	17.96	17.96	04/20/2016		416
040616	cleaning supplies	04/06/2016	1,754.51	1,754.51	04/20/2016		416
040616	supplies for cleaning	04/06/2016	90.90	90.90	04/20/2016		416
040616	rewired new flow switch for fire sp	04/06/2016	100.00	100.00	04/20/2016		416
040616	replace frequency drive at Rec	04/06/2016	9,070.11	9,070.11	04/20/2016		416
040616	work on boiler at Rec Center	04/06/2016	1,212.98	1,212.98	04/20/2016		416
040616	towels and rugs for rec center	04/06/2016	43.50	43.50	04/20/2016		416
040616	rugs at Auditorium	04/06/2016	112.81	112.81	04/20/2016		416
040616	rugs for City Hall	04/06/2016	105.78	105.78	04/20/2016		416
040616	rugs and towels for rec center	04/06/2016	14.50	14.50	04/20/2016		416
040616	pest control City Hall	04/06/2016	54.34	54.34	04/20/2016		416
040616	pest control Auditorium	04/06/2016	76.07	76.07	04/20/2016		416
040616	pest control Rec center	04/06/2016	201.96	201.96	04/20/2016		416
040616	batteries for facilities	04/06/2016	36.56	36.56	04/20/2016		416
040616	repairs in kitchen at Auditorium	04/06/2016	10.15	10.15	04/20/2016		416
040616	distilled water for floor scrubber	04/06/2016	3.98	3.98	04/20/2016		416
040616	repair women's locker room faucet	04/06/2016	16.88	16.88	04/20/2016		416
040616	screen for drains in locker rooms	04/06/2016	14.99	14.99	04/20/2016		416
040616	filters for city shops	04/06/2016	107.76	107.76	04/20/2016		416
Total Public Facilities:			13,166.63	13,166.63			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
040616	Utilities - Verizon - Cell Phone	04/06/2016	112.39	112.39	04/20/2016		416
040616	Advertising	04/06/2016	403.00	403.00	04/20/2016		416
040616	CPR Training	04/06/2016	27.00	27.00	04/20/2016		416
040616	Shirts	04/06/2016	601.22	601.22	04/20/2016		416
040616	Shirts	04/06/2016	168.15	168.15	04/20/2016		416
040616	Program supplies	04/06/2016	41.91	41.91	04/20/2016		416
040616	Program Supplies	04/06/2016	2.40	2.40	04/20/2016		416
040616	Shirts	04/06/2016	646.72	646.72	04/20/2016		416
040616	build shelves in storage C at Rec	04/06/2016	97.05	97.05	04/20/2016		416
040616	building shelves in storage C at R	04/06/2016	13.28	13.28	04/20/2016		416
040616	towels and rugs for rec center	04/06/2016	117.00	117.00	04/20/2016		416
040616	rugs and towels for rec center	04/06/2016	39.00	39.00	04/20/2016		416
040616	Supplies	04/06/2016	10.99	10.99	04/20/2016		416
040616	Repairs	04/06/2016	37.34	37.34	04/20/2016		416
040616	Repairs	04/06/2016	21.39	21.39	04/20/2016		416
040616	CPR Training	04/06/2016	27.00	27.00	04/20/2016		416
040616	CPR Training	04/06/2016	27.00	27.00	04/20/2016		416
040616	CPR Training	04/06/2016	27.00	27.00	04/20/2016		416
040616	CPR Training	04/06/2016	27.00	27.00	04/20/2016		416
040616	Program snacks	04/06/2016	43.51	43.51	04/20/2016		416
040616	fitness equipment	04/06/2016	59.30	59.30	04/20/2016		416
040616	Supplies	04/06/2016	191.50	191.50	04/20/2016		416
040616	Supplies	04/06/2016	50.86	50.86	04/20/2016		416
040616	supplies	04/06/2016	240.00	240.00	04/20/2016		416
040616	Supplies	04/06/2016	67.99	67.99	04/20/2016		416
040616	Office supplies	04/06/2016	124.33	124.33	04/20/2016		416
040616	Supplies	04/06/2016	19.84	19.84	04/20/2016		416
040616	Utilities - charter	04/06/2016	180.76	180.76	04/20/2016		416
040616	Utilities - charter	04/06/2016	147.12	147.12	04/20/2016		416
040616	Subscription	04/06/2016	59.90	59.90	04/20/2016		416
040616	Subscription	04/06/2016	44.50	44.50	04/20/2016		416
040616	swim diapers	04/06/2016	67.04	67.04	04/20/2016		416
Total Recreation:			3,743.49	3,743.49			
040616	Utilities - Verizon - Cell Phone	04/06/2016	26.66	26.66	04/20/2016		416
040616	31 gallon trash cans for Sheridan	04/06/2016	80.97	80.97	04/20/2016		416
040616	nuts and bolts	04/06/2016	47.98	47.98	04/20/2016		416
040616	dumpster paint	04/06/2016	100.78	100.78	04/20/2016		416
040616	gloves, working hands and keys	04/06/2016	10.97	10.97	04/20/2016		416
040616	painting supplies	04/06/2016	19.96	19.96	04/20/2016		416
040616	fitting and clamp	04/06/2016	3.18	3.18	04/20/2016		416
040616	t posts	04/06/2016	10.38	10.38	04/20/2016		416
040616	hearing protection	04/06/2016	37.10	37.10	04/20/2016		416
040616	gloves, working hands and keys	04/06/2016	12.98	12.98	04/20/2016		416
040616	55 gallon Blue DEF, exhaust fluid f	04/06/2016	171.95	171.95	04/20/2016		416
040616	supplies	04/06/2016	41.59	41.59	04/20/2016		416
040616	propane	04/06/2016	27.20	27.20	04/20/2016		416
040616	propane	04/06/2016	15.64	15.64	04/20/2016		416
040616	propane	04/06/2016	24.49	24.49	04/20/2016		416
040616	propane	04/06/2016	24.48	24.48	04/20/2016		416
040616	propane	04/06/2016	23.80	23.80	04/20/2016		416
040616	propane	04/06/2016	27.88	27.88	04/20/2016		416
040616	gloves	04/06/2016	27.53	27.53	04/20/2016		416
040616	spray paint	04/06/2016	9.98	9.98	04/20/2016		416
040616	grease remover	04/06/2016	924.00	924.00	04/20/2016		416
040616	pest control - Recycling Center	04/06/2016	54.34	54.34	04/20/2016		416
040616	right of way clearing	04/06/2016	537.50	537.50	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total Solid Waste:			2,261.34	2,261.34			
040616	Utilities - Verizon - Cell Phone	04/06/2016	101.36	101.36	04/20/2016		416
040616	wire brush and tape	04/06/2016	27.48	27.48	04/20/2016		416
040616	D rings	04/06/2016	18.92	18.92	04/20/2016		416
040616	chainsaw oil	04/06/2016	5.94	5.94	04/20/2016		416
040616	concrete nails	04/06/2016	2.99	2.99	04/20/2016		416
040616	sign fonts	04/06/2016	65.00	65.00	04/20/2016		416
040616	supplies	04/06/2016	19.74	19.74	04/20/2016		416
040616	first aid kits	04/06/2016	65.51	65.51	04/20/2016		416
040616	saw blades	04/06/2016	23.99	23.99	04/20/2016		416
040616	cut off wheels	04/06/2016	6.99	6.99	04/20/2016		416
040616	Heater repairs	04/06/2016	297.24	297.24	04/20/2016		416
040616	Tim Morrison Shirts	04/06/2016	224.90	224.90	04/20/2016		416
040616	Tyler shirts	04/06/2016	271.30	271.30	04/20/2016		416
040616	chain saw blades Bleistein ave	04/06/2016	88.74	88.74	04/20/2016		416
040616	saw blades	04/06/2016	21.82	21.82	04/20/2016		416
040616	Zipper bits	04/06/2016	838.51	838.51	04/20/2016		416
Total Street Maintenance:			2,080.43	2,080.43			
040616	sockets	04/06/2016	54.02	54.02	04/20/2016		416
040616	Transmission jack	04/06/2016	384.40	384.40	04/20/2016		416
040616	shipping on speedometer repairs	04/06/2016	45.54	45.54	04/20/2016		416
040616	D08 air compressor and gaskets	04/06/2016	2,179.46	2,179.46	04/20/2016		416
040616	D08 o rings	04/06/2016	23.48	23.48	04/20/2016		416
040616	E02 latch	04/06/2016	150.68	150.68	04/20/2016		416
040616	B03 brake adjuster	04/06/2016	25.03	25.03	04/20/2016		416
040616	A22 door mirror	04/06/2016	75.00	75.00	04/20/2016		416
040616	A05 sensor	04/06/2016	58.88	58.88	04/20/2016		416
040616	A04 instrument cluster	04/06/2016	366.24	366.24	04/20/2016		416
040616	B03 switch	04/06/2016	194.70	194.70	04/20/2016		416
040616	credit	04/06/2016	3.53-	3.53-	04/20/2016		416
040616	Credit core return	04/06/2016	1,449.02-	1,449.02-	04/20/2016		416
040616	K 21 metal	04/06/2016	13.80	13.80	04/20/2016		416
040616	D10 accident repair	04/06/2016	433.44	433.44	04/20/2016		416
040616	Tires B07 K30	04/06/2016	740.36	740.36	04/20/2016		416
040616	credit for returned parts	04/06/2016	44.88-	44.88-	04/20/2016		416
040616	Seat cover and pad B07	04/06/2016	231.84	231.84	04/20/2016		416
040616	B03 sensor	04/06/2016	51.08	51.08	04/20/2016		416
040616	A17 transmission	04/06/2016	2,006.75	2,006.75	04/20/2016		416
040616	H03 filters	04/06/2016	64.94	64.94	04/20/2016		416
040616	A22 bezel	04/06/2016	13.08	13.08	04/20/2016		416
040616	B27 and B30 speedo repairs	04/06/2016	425.00	425.00	04/20/2016		416
040616	Sanitation cylinder rebuild	04/06/2016	352.25	352.25	04/20/2016		416
040616	speed trailer pins	04/06/2016	7.03	7.03	04/20/2016		416
040616	G07 spray bar clamp	04/06/2016	25.74	25.74	04/20/2016		416
040616	Credit return parts	04/06/2016	37.73-	37.73-	04/20/2016		416
040616	D13 plow fittings	04/06/2016	40.79	40.79	04/20/2016		416
040616	plow fittings	04/06/2016	63.06	63.06	04/20/2016		416
040616	D12 wiper blades	04/06/2016	21.18	21.18	04/20/2016		416
040616	repair parts & supplies	04/06/2016	33.98	33.98	04/20/2016		416
040616	first aid kits	04/06/2016	65.51	65.51	04/20/2016		416
040616	repair parts & supplies	04/06/2016	317.31	317.31	04/20/2016		416
040616	Driveline yoke sanitation	04/06/2016	35.53	35.53	04/20/2016		416
040616	G09 bucket pins and tooth	04/06/2016	34.60	34.60	04/20/2016		416

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total Vehicle Maintenance:			6,999.54	6,999.54			
040616	Utilities - Verizon - Cell Phone	04/06/2016	76.02	76.02	04/20/2016		416
040616	first aid kits	04/06/2016	65.51	65.51	04/20/2016		416
040616	nuts and bolts	04/06/2016	10.62	10.62	04/20/2016		416
040616	galvanized fitting	04/06/2016	2.42	2.42	04/20/2016		416
040616	batteries for Green Acres Lift Stati	04/06/2016	16.98	16.98	04/20/2016		416
040616	total suspended solids oven	04/06/2016	2,105.70	2,105.70	04/20/2016		416
040616	pest control - lab	04/06/2016	50.00	50.00	04/20/2016		416
040616	wastewater sample testing	04/06/2016	290.00	290.00	04/20/2016		416
040616	right of way clearing	04/06/2016	537.50	537.50	04/20/2016		416
Total Wastewater:			3,154.75	3,154.75			
040616	random testing	04/06/2016	60.00	60.00	04/20/2016		416
040616	Utilities - Verizon - Cell Phone	04/06/2016	127.63	127.63	04/20/2016		416
040616	supplies	04/06/2016	18.60	18.60	04/20/2016		416
040616	first aid kits	04/06/2016	65.51	65.51	04/20/2016		416
040616	impact sockets	04/06/2016	149.98	149.98	04/20/2016		416
040616	nuts and bolts	04/06/2016	20.10	20.10	04/20/2016		416
040616	nuts and bolts	04/06/2016	3.92	3.92	04/20/2016		416
040616	shop towels, gas can	04/06/2016	31.98	31.98	04/20/2016		416
040616	boots, Mark Berry	04/06/2016	180.00	180.00	04/20/2016		416
040616	marking flags, gloves	04/06/2016	10.99	10.99	04/20/2016		416
040616	marking flags, gloves	04/06/2016	14.99	14.99	04/20/2016		416
040616	water sample shipping	04/06/2016	46.77	46.77	04/20/2016		416
040616	lumber	04/06/2016	23.39	23.39	04/20/2016		416
040616	sealant tape, sealant compound a	04/06/2016	21.50	21.50	04/20/2016		416
040616	receiver tube	04/06/2016	36.35	36.35	04/20/2016		416
040616	toolbox liner, nuts and bolts, toolb	04/06/2016	6.99	6.99	04/20/2016		416
040616	form a gasket, duct tape and traile	04/06/2016	13.79	13.79	04/20/2016		416
040616	glue	04/06/2016	17.47	17.47	04/20/2016		416
040616	toolbox liner, nuts and bolts, toolb	04/06/2016	17.69	17.69	04/20/2016		416
040616	tool box liner	04/06/2016	32.99	32.99	04/20/2016		416
040616	lumber	04/06/2016	16.49	16.49	04/20/2016		416
040616	form a gasket, duct tape and traile	04/06/2016	18.38	18.38	04/20/2016		416
040616	water sample shipping	04/06/2016	44.37	44.37	04/20/2016		416
040616	water sample shipping	04/06/2016	46.77	46.77	04/20/2016		416
040616	service truck tool box	04/06/2016	490.00	490.00	04/20/2016		416
040616	listening devices	04/06/2016	177.22	177.22	04/20/2016		416
040616	cylinder rental	04/06/2016	22.45	22.45	04/20/2016		416
040616	gloves	04/06/2016	17.15	17.15	04/20/2016		416
040616	pest control - Public Works Shop	04/06/2016	76.07	76.07	04/20/2016		416
040616	Monument Street pipe and fittings,	04/06/2016	329.00	329.00	04/20/2016		416
040616	8"" C900 PVC water pipe, on Bleis	04/06/2016	3,256.09	3,256.09	04/20/2016		416
040616	Monument Street pipe and fittings,	04/06/2016	42.26	42.26	04/20/2016		416
040616	fire hydrant repair parts	04/06/2016	721.40	721.40	04/20/2016		416
040616	form a gasket	04/06/2016	8.72	8.72	04/20/2016		416
040616	tracer wire, Monument Street	04/06/2016	116.88	116.88	04/20/2016		416
040616	Monument Street pipe and fittings,	04/06/2016	15,692.80	15,692.80	04/20/2016		416
Total Water:			21,976.69	21,976.69			
Total 129981:			92,906.93	92,906.93			

U S POST OFFICE

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
10050								
	040116	POSTAGE FOR PERMIT #33/#1	04/01/2016	500.00	500.00	04/06/2016		416
	040416	POSTAGE FOR PERMIT #33/#1	04/04/2016	500.00	500.00	04/04/2016		416
Total :				1,000.00	1,000.00			
Total 10050:				1,000.00	1,000.00			
UNUM LIFE INS - LTD								
127843								
	033116	LONG TERM DISABILITY - PRE	04/08/2016	2,959.36	2,959.36	04/08/2016		416
Total :				2,959.36	2,959.36			
Total 127843:				2,959.36	2,959.36			
UNUM LIFE INSURANCE - LIFE								
127935								
	033116	UNUM Life Insurance Premium	04/08/2016	1,628.22	1,628.22	04/08/2016		416
Total :				1,628.22	1,628.22			
Total 127935:				1,628.22	1,628.22			
VAN DUSEN, LISA								
130637								
	033116	REIMBURSE FOR MILEAGE	03/31/2016	42.28	42.28	04/20/2016		416
Total :				42.28	42.28			
Total 130637:				42.28	42.28			
WAL MART STORES								
128928								
	040716	RESTITUTION FROM NATHAN K	04/07/2016	55.92	55.92	04/20/2016		416
Total :				55.92	55.92			
Total 128928:				55.92	55.92			
WARNER, CHRIS								
130821								
	392905	REC CENTER REFUND	04/05/2016	30.00	30.00	04/20/2016		416
Total :				30.00	30.00			
Total 130821:				30.00	30.00			
WATCO POOLS								
10370								
	20176	CHLORINATOR	03/24/2016	3,915.00	3,915.00	04/20/2016		416
	20227-1	POOL CHEMICALS	02/29/2016	529.40	529.40	04/20/2016		416
	20266	POOL CHEMICALS	03/17/2016	878.47	878.47	04/20/2016		416
	20308 CM	CREDIT FOR POOL CHEMICALS	04/06/2016	529.40-	529.40-	04/20/2016		416
	CM 18928	CREDIT FOR TRAVEL COSTS	03/24/2016	357.90-	357.90-	04/20/2016		416
Total :				4,435.57	4,435.57			

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total 10370:			4,435.57	4,435.57			
WELCH, ROBBI							
130801							
392603	REC CENTER REFUND	03/30/2016	15.00	15.00	04/20/2016		416
Total :			15.00	15.00			
Total 130801:			15.00	15.00			
WESCO RECEIVABLES CORP							
10480							
79429701	CT 600:5 600V	03/30/2016	548.10	548.10	04/20/2016	CT600TO56KV	416
801328	SYSTEM UPGRADES	03/22/2016	347.50	347.50	04/20/2016		416
805899	SYSTEM UPGRADES	03/31/2016	218.40	218.40	04/20/2016		416
Total :			1,114.00	1,114.00			
Total 10480:			1,114.00	1,114.00			
WHITT, JOSH							
130822							
852-2	REFUND ENCROACHMENT DE	04/06/2016	150.00	150.00	04/20/2016		416
Total :			150.00	150.00			
Total 130822:			150.00	150.00			
WINNINGER, JOHN							
130803							
392596	REC CENTER REFUND	03/30/2016	197.00	197.00	04/20/2016		416
Total :			197.00	197.00			
Total 130803:			197.00	197.00			
WRIGHT, JOURDAN							
130734							
040716	RESTITUTION FROM LANDON	04/07/2016	175.00	175.00	04/20/2016		416
Total :			175.00	175.00			
Total 130734:			175.00	175.00			
WYOMING DEPARTMENT OF WORKFORCE SERVICES							
10670							
033116	CONTRIBUTIONS	04/08/2016	6,592.27	6,592.27	04/08/2016		416
033116	COMMUNITY SERVICE	04/08/2016	4.70	4.70	04/08/2016		416
033116	VOLUNTEERS PD	04/08/2016	9.40	9.40	04/08/2016		416
033116	VOLUNTEERS REC	04/08/2016	23.48	23.48	04/08/2016		416
Total :			6,629.85	6,629.85			
Total 10670:			6,629.85	6,629.85			
WYOMING MUNICIPAL POWER AGENCY							
10920							
033116	POWER PURCHASE - MARCH 2	03/31/2016	701,134.99	701,134.99	04/20/2016		416

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number	GL Period
Total :				701,134.99	701,134.99			
Total 10920:				701,134.99	701,134.99			
WYOMING RETIREMENT SYSTEM								
10950								
	124407-09	CONTRIBUTIONS -	04/08/2016	70,295.59	70,295.59	04/08/2016		416
Total :				70,295.59	70,295.59			
Total 10950:				70,295.59	70,295.59			
WYOMING WIRELESS								
130823								
	040716	RESTITUTION FROM DANIEL P	04/07/2016	100.00	100.00	04/20/2016		416
Total :				100.00	100.00			
Total 130823:				100.00	100.00			
YELLOWSTONE REGIONAL AIRPORT								
11150								
	040116	APRIL FUNDING	04/01/2016	16,465.75	16,465.75	04/20/2016		416
Total :				16,465.75	16,465.75			
Total 11150:				16,465.75	16,465.75			
ZAHLLER, WENDY								
130804								
	392604	REC CENTER REFUND	03/30/2016	25.00	25.00	04/20/2016		416
Total :				25.00	25.00			
Total 130804:				25.00	25.00			
Grand Totals:				1,190,322.90	1,190,322.90			

DLG Consulting Services #3,280.00

Payroll Total $233,277.30 TOTAL $1,423,600.20

GRAND TOTAL $1,426,880.20

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

PROCLAMATION

WHEREAS, citizens of the City of Cody recognize the vital role that swimming and aquatic related activities relate to good physical and mental health and enhance the quality of life for all people; and

WHEREAS, the citizens of the City of Cody understand the essential role that aquatic education has on Water Safety in preventing drowning and recreational water-related injuries; and

WHEREAS, the citizens of Cody recognize the ongoing efforts and commitments to educate the public on pool and spa safety and initiatives by the pool, spa, waterpark, recreation and parks industries; and

WHEREAS, the citizens of Cody understand the vital importance of communicating Water Safety rules and programs to families and individuals of all ages, whether owners of private pools, users of public swimming facilities, or visitors to waterparks;

NOW, THEREFORE, I, Nancy Tia Brown, Mayor of the City of Cody do hereby declare the Month of May, as **NATIONAL WATER SAFETY MONTH a**nd to urge all those in the City of Cody to support and promote this observance

IN WITNESS WHEREOF, I have hereunto set and caused the seal of the City of Cody to be affixed on this _____ day of _____, 2016.

MAYOR:

_____

ATTEST:

_____

City of Cody
Council Proceedings
Thursday, March 31, 2016

A special meeting of the Cody City Council was held on Thursday, March 31, 2016 at 4:15 p.m.

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

Absent: Mayor Nancy Tia Brown

Council President Miller called the meeting to order at 4:15 p.m.

Cindy Baker, Administrative Services Officer provided the Governing Body with background information as it pertains to the liability insurance requirement for taxicabs and the information form the ordinance change in 2010. After some discussion, staff was directed to revise the ordinance to reflect $500,000 and bring to a future council meeting for consideration.

Todd Stowell, City Planner provided the Governing Body with an ordinance revision pertaining to fences, as was previously requested at the Council Retreat. Staff was directed to put this ordinance on the Tuesday, April 5th agenda for first reading.

Todd Stowell, City Planner provided the Governing Body with an update on the Old Trail Town Sign that was destroyed recently with the high winds. The City has received a request from the adjacent property owner for the City to consider vacating that strip of land and has indicated his willingness to work with Old Trail Town on allowing the sign to remain. Staff has prepared an encroachment agreement to be utilized until the vacation process is complete. Staff was directed to put the encroachment agreement on the Tuesday, April 5th agenda for consideration.

Rick Manchester, Parks, Public Facilities and Recreation Director asked the Governing Body for direction as it pertains to the vacant office space in the Nichol Mall. Staff was directed to proceed with placing an ad in the local newspaper and signage in the window.

Leslie Brumage, Finance Officer provided the Governing Body with information pertaining to Municipal Court cost, collections, write offs etc. After some discussion it was decided the two council liaisons, the City Attorney, Municipal Court Judge and Chief Baker should review further once the new chief is on board. No action was taken.

The Governing Body reviewed the Tuesday, April 5th agenda. No action was taken.

There being no further discussion, the meeting adjourned at 5:30 p.m.

Cindy Baker Administrative Services Officer	Steve Miller Council President

City of Cody
Council Proceedings
Tuesday, April 5, 2016

A pre-meeting was held at 6:30 p.m. to discuss the agenda for the Regular Meeting. 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, April 5, 2016 at 7:00 p.m.

Present: Mayor Brown, Council Members Donny Anderson, Karen Ballinger, Jerry Fritz, Landon Greer, Steve Miller and Stan Wolz, City Administrator Barry Cook, City Attorney Scott Kolpitcke 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 increasing the vouchers by an increase of $1,000, adding item "m' to the consent calendar and removing item "a" on the public hearing. Vote was unanimous.

Council Member Miller made a motion seconded by Council Member Greer to approve the consent calendar as amended including approval of Special Meeting Minutes from 3/10/16 and Regular Minutes from 3/15/16; approval of vouchers and payroll in the amount of $649,174.07; declare equipment and materials as surplus and direct staff to proceed with sale of said items through an online auction process; authorize the Mayor to enter into and sign a Memorandum of Understanding between the City of Cody and the Stampede Board for the temporary re-location of the DeMaris Springs Road; approve the update to the Recreation Center's "Rules of the Game" pamphlet; approve a request from John Darby, Irma Hotel to close 12th Street between Sheridan Avenue and Beck Avenue on Friday, May 6, 2016 at 9:00 a.m. through Sunday, May 8, 2016 at 7:00 a.m. for the Cody Country Horse Sale, authorize the use of additional barricades from the City to close off the alleys between Sheridan and Beck and to close 12th Street at Sheridan and Beck, and approve with any recommendations outlined by staff; approve a request by the Cody Gunfighter's to close 12th Street between Sheridan Avenue and the first alley south of Sheridan Avenue from June 1, 2016 through September 30, 2016 from 5:30 p.m. to 7:00 p.m. for their nightly event, approve discharge of firearm within the City of Cody and approve with other recommendations outlined by staff; approve a request from the Cody Fire Department to close 11th Street between Sheridan Avenue and Beck Avenue from 12:00 p.m. on Friday April 29th to 5:00 p.m. on Sunday May 1st, 2016 for the annual Cody Fire School and authorize the Cody Fire Department to utilize City Barricades for this street closure; authorize the Mayor to sign a contract addendum that increases the professional services agreement by $6,000; authorize the Mayor to enter into a Loan Agreement between the City of Cody and the State of Wyoming for a Clean Water State Revolving Fund Loan as it relates to the City's Wastewater Treatment Facility Upgrade and Expansion Project-Phase I and authorize the Mayor to sign the loan and other related documents contingent upon review and approval by the City Attorney; authorize the Mayor to enter into and sign an agreement between the City of Cody and Shoshone River Farms, LLC as it relates to "green waste"; authorize the Mayor to enter into and sign an Agreement for a Temporary Encroachment License between the City of Cody and the Museum of the Old Wes and Fred-T-Mac, LLC and approve the exchange of service between the City of Cody and Buffalo Bill Center of the West for use of the band shell on Friday, April 22nd from 1:00-3:30 p.m. for an Earth Day Event in exchange for the Raptor Experience at the WAM Host City Reception to be held at the Buffalo Bill Center of the West on June 9th. Vote was unanimous.

At 7: 20 pm. Mayor Brown entered into a public hearing to determine if it is in the public's interest to issue a new distillery satellite license to Geyser Distilling, LLC a new distillery located at 1316, Beck Ave, Cody WY. Cindy Baker, Administrative Services Officer provided background information as it relates to the application. The Mayor called for comments three times and there being none this public hearing was closed at 7:26 p.m.

At 7:26 p.m.Mayor Brown entered into a public hearing to allow citizens to comment on whether it is in the public interest to vacate and remove the property at Bock 6, Holm View Addition No. 1 from public use. Barry Cook presented an informational powerpower presentation. Scott Kolpitcke, City Attorney provided information as it relates to the legal

process for vacating this property if the Governing Body would consider moving forward with that action. 38 letters were received I reference and opposed to this vacation. Seventeen citizens spoke in opposition of this vacation. After asking for comments three times and there being none further, the public hearing was closed at 8:50 p.m.

RESOLUTION 2016-05
A RESOLUTION AUTHORIZING DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE CITY OF CODY, WY. Council Member Wolz made a motion seconded by Council Member Ballinger to approve Resolution 2016-05. Vote was unanimous.

RESOLUTION 2016-06
A RESOLUTION AUTHORIZING THE SUBMISSION OF A COUNTY WIDE CONSENSUS BLOCK GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR PARK COUNTY, WYOMING FOR THE FOLLOWING PARK COUNTY PROJECTS: THE EMPLOYEE PARKING LOT FOR THE AMOUNT OF $120,000; ANDY MARTIN HILL PROJECT FOR THE AMOUNT OF $594,000; ARCASEARCH DOCUMENT RESTORATION PROJECT FOR THE AMOUNT OF $201,821; FAIRGROUND PARKING LOT PROJECT FOR THE AMOUNT OF $80,000; MOTOROLA SOLUTIONS (RADIO) PROJECT FOR THE AMOUNT OF $97,865 AND DATA BACKUP SYSTEM PROJECT FOR THE AMOUNT OF $50,000. ". Council Member Anderson made a motion seconded by Council Member Fritz to approve Resolution 2016-06. Vote was unanimous.

ORDINANCE 2016-05 – FIRST READING
AN ORDINANCE AMENDING TITLE 9 OF THE CITY OF CODY CODE, BY ADDING A CHAPTER 4, "FENCE REGULATIONS". Council Member Miller made a motion seconded by Council Member Anderson to approve Ordinance 2016-05 on First Reading. Council Members voting in favor were Fritz, Miller, Greer, Anderson Wolz and Mayor Brown. Opposed was Council Member Ballinger.

ORDINANCE 2016-06 - FIRST READING
AN ORDINANCE REPEALING TITLE 10, CHAPTER 12, FENCING PERMITS, OF THE CITY OF CODY MUNICIPAL CODE. Council Member Fritz made a motion seconded by Council Member Miller to approve Ordinance 2016-06 on First Reading. Vote was unanimous.

ORDINANCE 2016-03 –THIRD AND FINAL READING
AN ORDINANCE AMENDING TITILE 6, CHAPTER 1, SECTION 1 OF THE CITY OF CODY CODE PERTAINING TO DEFINITIONS. Council Member Wolz made a motion seconded by Council Member Fritz to approve Ordinance 2016-03 on Third and Final Reading. Vote was unanimous.

ORDINANCE 2016-04 –THIRD AND FINAL READING
AN ORDINANCE AMENDING TITILE 6, CHAPTER 3, SECTION 1-A OF THE CITY OF CODY CODE PERTAINING TO PARKING PROHIBITED IN CERTAIN PLACES. Council Member Anderson made a motion seconded by Council Member Greer to approve Ordinance 2016-04 on Third and Final Reading. Vote was unanimous.

There being no further action, Mayor Brown adjourned the meeting at 9:31 p.m.

Nancy Tia Brown	Cynthia Baker
Mayor	Administrative Services Officer

Wyoming Association of Municipalities
Building Strong Communities

TO: **All Mayors**

FROM: Earla Checchi, Finance Manager

SUBJECT: **Voting Delegates for the 2016 WAM Convention**

DATE: March 30, 2016

We are requesting that your municipality's governing body appoint its **OFFICIAL VOTING DELEGATE** and **alternate** to WAM's Convention Business Meeting, held Friday, June 10, 2016 in Cody. Items that your Voting Delegate will be voting on are: By-law changes, Membership Dues, and Resolutions. ***Any*** individual member of the association is entitled to speak during the June business meeting. However when a vote is taken on any action the official voting delegate, or the alternate, is the ***only one allowed to vote*** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

Please complete the attached form and mail/fax it to WAM by Friday, May 20. We appreciate your cooperation and prompt action on this matter to insure that each municipality is represented by a person who has been duly authorized by your governing body to take an active role in the business meeting.

If you find your official delegate is not able to attend the convention at the last moment, you may re-appoint someone else. In order for this change to be accepted we do need the change **in writing**. You may send/fax it to the WAM office by Friday, June 5 or your voting delegate may bring the written change/authorization to convention and submit it to the WAM registration desk **by Thursday, June 9 before 12:00n**. <u>After that time, changes will not be accepted.</u>

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the June business meeting!

WYOMING ASSOCIATION OF MUNICIPALITIES
2016 WAM ANNUAL CONVENTION
OFFICIAL VOTING DELEGATE FORM

The following person has been selected as the ***Official Voting Delegate*** for the 2016 WAM Convention Business Meeting in Cody, Friday, June 10, 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 MAY 20, 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

City of Cody
Agenda Request Form

In order to fully prepare the Council for their meetings, individuals wishing to appear before the Council are asked to complete the following information prior to placement on the agenda. You may be notified by mail, telephone or e-mail of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to see if your concerns can be addressed without appearing before the Council.

Please provide the following detailed information relating to your concern or request. This form (and any relevant attachments) is due no later than seven days prior to a Council meeting to allow sufficient time for internal review. Council packets are prepared the Wednesday prior to the Tuesday meetings. Meetings are held the first and third Tuesday of each month. Please complete the following information in full and return to City of Cody PO Box 2200 Cody, WY 82414 (Fax 307-527-6532)

****

Name of person to appear before the Council Ira Fellows

Organization Represented Grizzly Bear Lodge 244 west Yellowstone

Date you wish to appear before the Council 4-19-16

Mailing Address PO Box 772 Telephone 307-250-3454

E-Mail Address —

Preferred form of contact: Telephone ✓ E-Mail

Names of all individuals who will speak on this topic Ira Fellows

Event Title (if applicable)

Date(s) of Event (if applicable)

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) over hang on to city Road right of way

Which City employee(s) have you spoken to about this issue? Steve Payne

Signature [signature] Date 4-11-16

Revised 2/2012

MEETING DATE: APRIL 19, 2016
DEPARTMENT: COMMUNITY DEVELOPMENT
PREPARED BY: TODD STOWELL, AICP
CITY ADM. APPROVAL: _____
PRESENTED BY: TODD STOWELL

AGENDA ITEM SUMMARY REPORT

ENCROACHMENT LICENSE WITH GRIZZLY BEAR, L.L.C. FOR IMPROVEMENTS WITHIN THE SOUTH FRONTAGE ROAD PUBLIC RIGHT OF WAY

ACTION:

Ira Fellows of Grizzly Bear, L.L.C., as owner of the Grizzly Bear Lodge at 244 West Yellowstone Avenue, requests that the City issue an Encroachment License for an existing building encroachment (canopy), within the South Frontage Road pubic right of way.

SUMMARY:

Grizzly Bear, L.L.C. is attempting to sell the Grizzly Bear Lodge property at 244 West Yellowstone Avenue. During the course of the purchaser's due diligence review it was discovered that a portion of the front canopy on the motel building encroaches into the South Frontage Road public right-of-way. The canopy is approximately 39 feet wide and the support posts encroach about two feet into the right-of-way. The canopy covering is angled such that at the corners it projects a total of 3 ½ feet into the right-of-way, while at the middle it projects about five feet. It appears the encroachment has existed for several years (2001?) with no evidence of City Council authorization. The quickest way to address the issue is through the encroachment license process, which has been requested.

There are no active city utilities immediately under the canopy encroachment. It does not appear that there are any private utility company services under the encroachment—verification will be needed prior to executing the license, but the short turnaround time on this request has not allowed time for that investigation yet.

The Encroachment License process is used to assure that maintenance and liability issues are covered, and that reasonable compensation is made for private use of the public right-of-way. Based on a land value of $4.09 per square foot (assessed value of adjacent land), an encroachment area of 166 square feet, and a 5% lease rate, compensation in the amount of $34 per year would be the typical amount; although due to processing time and cost, staff would recommend the amount be $50 per year.

AGENDA ITEM NO. _____

FISCAL IMPACT
No direct costs, other than billing for a yearly fee. Income to the city by approving the encroachment license at the recommended compensation would generate $50 per year.

ALTERNATIVES
Authorize or don't authorize the Mayor to sign an Encroachment License for Grizzly Bear, L.L.C. to authorize the existing canopy encroachment, as requested. The license is written such that it would run with the property, and be effective for the new owner.

RECOMMENDATION
Authorize the Mayor to sign an Agreement for Encroachment License with Grizzly Bear, L.L.C. for the canopy encroachment, subject to final approval of the license language by the city attorney, verification of no utility company lines in the encroachment area, and payment of an annual fee in the amount of $50.00.

ATTACHMENTS
Draft Agreement for Encroachment License
Site Plan

AGENDA & SUMMARY REPORT TO:
Ira Fellows

AGENDA ITEM NO. _____

MEETING DATE: APRIL 19, 2016
DEPARTMENT: COMMUNITY DEVELOPMENT
PREPARED BY: TODD STOWELL, AICP
CITY ADM. APPROVAL: _____
PRESENTED BY: TODD STOWELL

AGENDA ITEM SUMMARY REPORT

ENCROACHMENT LICENSE WITH GRIZZLY BEAR, L.L.C. FOR IMPROVEMENTS WITHIN THE SOUTH FRONTAGE ROAD PUBLIC RIGHT OF WAY

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There are no active city utilities immediately under the canopy encroachment. It does not appear that there are any private utility company services under the encroachment—verification will be needed prior to executing the license, but the short turnaround time on this request has not allowed time for that investigation yet.

The Encroachment License process is used to assure that maintenance and liability issues are covered, and that reasonable compensation is made for private use of the public right-of-way. Based on a land value of $4.09 per square foot (assessed value of adjacent land), an encroachment area of 240 square feet, and a 5% lease rate, compensation in the amount of $49 per year would be the typical amount; although due to processing time and cost, staff would recommend the amount be $75 per year.

AGENDA ITEM NO. _____

FISCAL IMPACT
No direct costs, other than billing for a yearly fee. Income to the city by approving the encroachment license at the recommended compensation would generate $75 per year.

ALTERNATIVES
Authorize or don't authorize the Mayor to sign an Encroachment License for Grizzly Bear, L.L.C. to authorize the existing canopy encroachment, as requested. The license is written such that it would run with the property, and be effective for the new owner.

RECOMMENDATION
Authorize the Mayor to sign an Agreement for Encroachment License with Grizzly Bear, L.L.C. for the canopy encroachment, subject to final approval of the license language by the city attorney, verification of no utility company lines in the encroachment area, and payment of an annual fee in the amount of $75.00.

ATTACHMENTS
Draft Agreement for Encroachment License
Site Plan

AGENDA & SUMMARY REPORT TO:
Ira Fellows

AGENDA ITEM NO. _____

AGREEMENT

FOR ENCROACHMENT LICENSE

The parties to this agreement are the City of Cody, Wyoming (hereinafter CITY), a municipal corporation in Park County, Wyoming, and Grizzly Bear, LLC (hereinafter GRIZZLY). This Agreement for Encroachment License is made and entered into as of the date last signed by the parties to this agreement.

WITNESSETH:

WHEREAS, GRIZZLY owns property at 244 W. Yellowstone Avenue (DeMaris Subdivision, Lots 38 and 39) known as the Grizzly Bear Lodge;

WHEREAS, the front canopy and deck of the easternmost building encroaches into the South Frontage Road right-of-way (see Exhibit A) approximately five feet (support posts approximately two feet, and overhang 4 to 6 feet);

WHEREAS, there are no known utilities under or above the building encroachment;

WHEREAS, GRIZZLY has requested that the CITY issue authorization for the canopy and deck encroachment to remain, and the CITY is willing to grant a revocable license to GRIZZLY for the existing canopy and deck encroachments;

NOW, THEREFORE, in consideration of the mutual covenant and promises described herein, the parties agree as follows:

1. CITY hereby grants a revocable license to GRIZZLY to authorize the existing canopy and deck encroachments, as shown in the following photo and identified on Exhibit A.

2. GRIZZLY shall pay to the City the sum of $75.00 per year. The fee is for the use of public right-of-way for the aforementioned improvements. Such fee shall be paid to the City on or before May 1, 2016.

3. The term of this agreement shall be May 1 through April 30. This license shall be renewable for successive one-year periods. Neither party needs to take any action to renew this agreement for another year. In the event a party wishes to not renew this agreement, that party shall notify the other party in writing at least thirty (30) days prior to the expiration of the then-current term. Payment from GRIZZLY to the City for each year shall be due on or before May 1.

4. Notwithstanding the term outlined above, the license for encroachment is given as a matter of convenience and the same may be revoked by the CITY at any time for any reason whatsoever, upon sixty days written notice given by the CITY. Upon the expiration of the sixty days written notice, GRIZZLY shall have an additional 30 days to remove the canopy and deck encroachment from the public right of way to the satisfaction of the CITY, at the sole cost and expense of GRIZZLY.

5. In the event that the CITY is required to install, repair, modify, replace, upgrade, add to or otherwise access utilities near or beneath GRIZZLY'S said canopy and deck, CITY shall not be responsible for removal and replacement costs of the encroachments. GRIZZLY shall be solely responsible for all expenses of such removal and replacement, and GRIZZLY accepts the risk associated with having the encroachment on the public right of way.

6. GRIZZLY assumes all liability for itself, its lessees, agents, representatives, employees, guests, invitees, and for the general public's presence and activities arising out of this agreement, and shall indemnify and hold harmless CITY, its agents, representatives, employees, officers, council members and agents from any and all claims, actions, lawsuits, disputes and controversies regarding GRIZZLY'S use of the public right of way pursuant to this agreement. This indemnification shall include but not be limited to claims and actions for personal injury, property damage, economic loss, death and all other liabilities and losses arising in any way under this agreement or arising from the use of the public right of way by GRIZZLY, its lessees, agents, representatives, employees or officers. This indemnification shall include reasonable attorney's fees incurred by CITY in defense of any action brought by any party against CITY arising out of this agreement or GRIZZLY'S use of the public right of way.

7. By entering into this agreement, CITY does not waive its sovereign immunity or governmental immunity, or any of the immunities, defenses or limitations available to it under the Wyoming Constitution and Wyoming law.

8. This agreement contains the entire understanding of the parties and there are no other promises, covenants or understanding beyond the scope of this written agreement. This agreement can only be amended in writing, approved and signed by both parties.

CITY OF CODY, WYOMING:

By:_____

Nancy Tia Brown, Mayor

Attest: _____

Cynthia D. Baker

Administrative Services Officer

Grizzly Bear, LLC:

By:_____

Ira Fellows

State of Wyoming

SS

County of Park

The foregoing instrument was acknowledged before me by _____

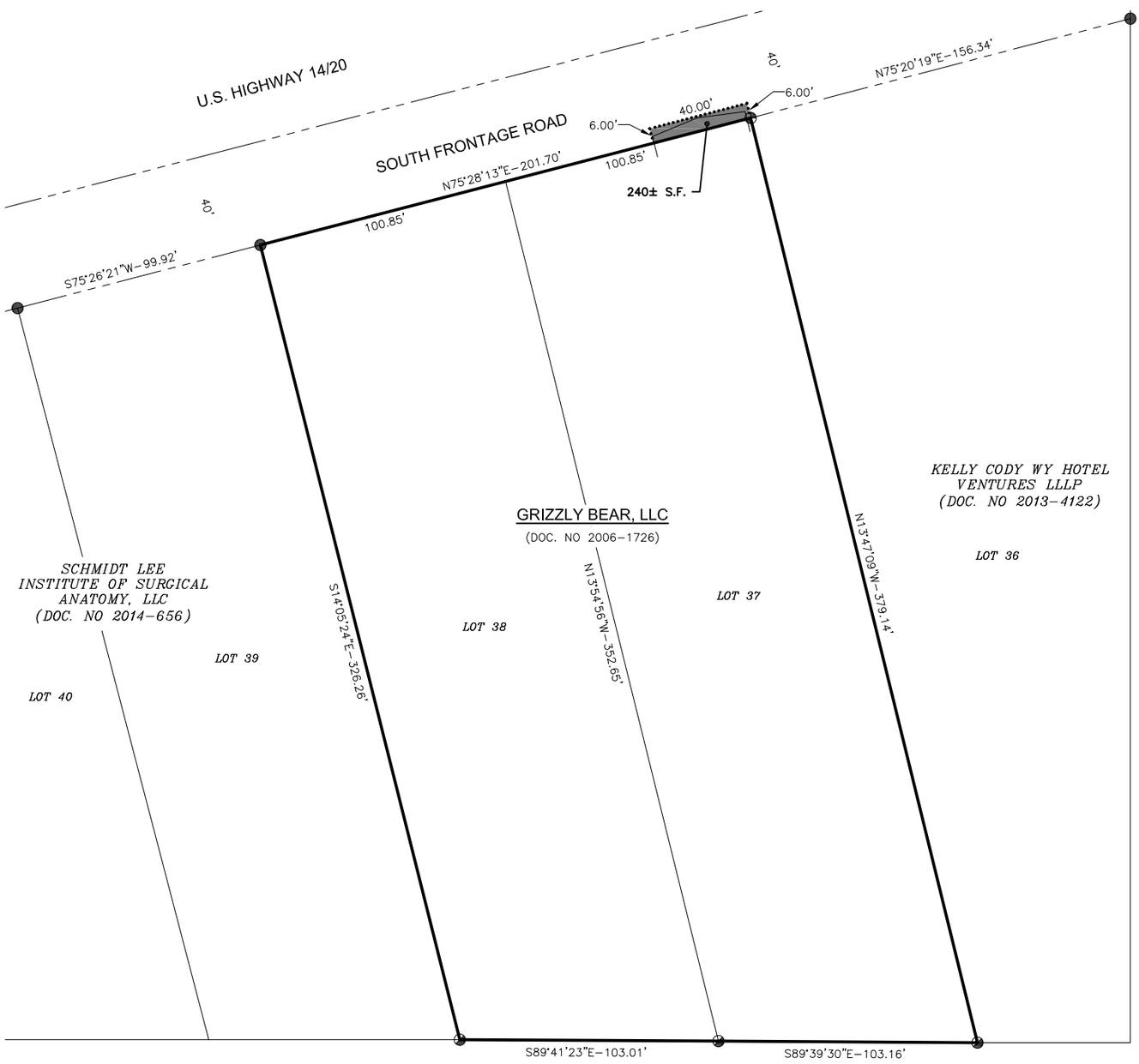
this _____day of April, 2016

Witness my hand and official seal.

_____

Notary Public

My commission expires_____



LEGEND

EXISTING PROPERTY LINE	
ENCROACHMENT AREA	
RIGHT-OF-WAY LINE	
FOUND ALUMINUM CAP	
FOUND BRASS CAP	
FOUND REBAR	
FOUND IRON PIPE	
MEASURED DATA	N75°28'13"W-201.70'
RECORD DATA	(N13°46'39"W-352.66')

SCALE

0 30 60

SCALE IN FEET

Professional Land Surveyor
JUSTIN G. NESS
14276
Date
WYOMING

JUSTIN G. NESS
WYOMING PLS 14276

SURVEY COMPLETED
DATE: PDJ
BY: 4/12/16

REVIEWED BY: JN

EXHIBIT A

SHOWING
LOTS 37 AND 38, DEMARIS SUBDIVISION,
RESURVEY, T.52N., R.102W., 6TH P.M.,
PARK COUNTY, WYOMING
GRIZZLY BEAR, LLC, CODY, WYOMING

PROJECT NO. 161239

GDA ENGINEERS

ENGINEERING • SURVEYING • PLANNING
502 33RD ST., CODY, WYOMING 82414

W:\Survey Projects\161239-Grizzly Encroachment License\CAD\161239_Exhibit_A.dwg, 4/14/2016 4:00:12 PM, bclawson

MEETING DATE: APRIL 19, 2016
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: CINDY BAKER
DEPT. DIR. APPROVAL: _____
CITY ADM. APPROVAL: _____
PRESENTED BY: CINDY BAKER

AGENDA ITEM SUMMARY REPORT

Taxi License Application
Buffalo Bill Horse Rides – Coby Gines

BACKGROUND

Colby Gines with Buffalo Bill Horse Rides has applied for a Taxi License to operate rides utilizing a horse drawn wagon to City of Cody residents and visitors. The City of Cody currently has four Taxi Licenses issued. Pursuant to City of Cody Ordinance, Title 3, Chapter 3 the Council shall consider issuing licenses based on the necessity and public convenience of the service and that the applicant's qualifications for rendering adequate service to the public must include consideration of the applicant's character, integrity and financial responsibilities.

In addition, the licensee must have public liability insurance with a combined single-limit coverage of not less than $1,000,000 for public liability, property damage and bodily injury coverage. The ordinance also states that the Governing Body must approve the rates charged for the service.

SUMMARY

Colby Gines has applied for a Taxi License to operate horse drawn wagon rides within the City of Cody. He has provided the application form, driving record, rate structure, and public liability insurance policy. This paperwork is in order and is in compliance with the requirements of the code. He has completed the fingerprinting/background check required, however the results have not been received.

Pursuant to the code, all other taxi cab license holders have been notified in writing of the new application and the date and time of the public meeting where the application will be considered by the Governing Body.

CONDITIONS

1. Adhere to State requirements for signage (orange triangle) for "slow moving vehicle".
2. Provide method/equipment to catch animal droppings and dispose of accordingly.

FISCAL IMPACT

The City of Cody will receive $25 if the license is approved.

ALTERNATIVES

Approve or deny the request for a taxi license.

RECOMMENDATION

Staff recommends authorizing this Taxi License contingent upon the satisfactory background check results. Staff would like to note that two of the four current taxi license holders are also specific or

AGENDA ITEM NO. _____

more specialized transportation: local tours, specialty events, elderly transportation and transportation to and from rodeo grounds, but do not provide this unique opportunity.

ATTACHMENTS
Application and required documents.

AGENDA & SUMMARY REPORT TO:
bbhorserides@gmail.com
Ksumpter84@gmail.com
TheSmiths@tctwest.net
Pendley@bresnan.net
Cody Cab – Irene Farlow 272-8364

AGENDA ITEM NO. _____

City of Cody
Agenda Request Form

In order to fully prepare the Council for their meetings, individuals wishing to appear before the Council are asked to complete the following information prior to placement on the agenda. You may be notified by mail, telephone or e-mail of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to see if your concerns can be addressed without appearing before the Council.

Please provide the following detailed information relating to your concern or request. This form (and any relevant attachments) is due no later than seven days prior to a Council meeting to allow sufficient time for internal review. Council packets are prepared the Wednesday prior to the Tuesday meetings. Meetings are held the first and third Tuesday of each month. Please complete the following information in full and return to City of Cody PO Box 2200 Cody, WY 82414 (Fax 307-527-6532)

****

Name of person to appear before the Council Colby Gives

Organization Represented Buffalo Bill Horse Rides

Date you wish to appear before the Council 4-19-16

Mailing Address 150 Rd 5 N Powell WY Telephone 272-5367

E-Mail Address 4cgives@gmail.com

Preferred form of contact: Telephone X E-Mail

Names of all individuals who will speak on this topic Colby Gives and Bruce Savers

Event Title (if applicable) Wagon Rides

Date(s) of Event (if applicable) June 1, 2016 To Aug 31, 2016

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Wagon Rides For BBCOW Guests 1hr Ride would Take Guest down Sheridan Ave. For a Short Distance Then Back To museum using Several Different routes.

Which City employee(s) have you spoken to about this issue? Front office employees

Signature Colby Gives Date 4-3-16

Revised 3/2007

City of Cody
WYOMING

City of Cody
Taxi License Application
NEW LICENSE

License Period: January 1, _____ through December 31, _____

Name of Applicant/Business: Buffalo Bill Horse Rides

Name(s) of Principal Business Owner(s): Colby Gines

Street Address of Applicant: 150 Rd. 5N

Mailing Address of Applicant: 150 RD 5N Powell, WY 82435

Phone No. of Applicant: 307-272-5367 Email: bbhorserides@gmail.c

Please list vehicle descriptions and license plate numbers of all taxicabs operating under this license: (attach additional sheets if necessary). If the vehicle is not required under State law to have a license place to operate please provide another identifying number (VIN, fleet number, etc). **A license plate or other unique identifying number is required.**

Vehicle Description (year, make, model)	License Plate Number
horse drawn wagon - people hauler	

Signature of Applicant

4-12-16
Date

Required Attachments:

- **Driving record for each taxicab operator**
- **Background check for each taxicab operator**
- **Rate structure**
- **Public liability insurance policy**
  1 million

For City Use Only

License Fee $ _____

Date Paid _____

License No _____

Buffalo Bill Horse Rides & Wagon Rides

Rate Sheet

- 1 hour wagon rides
- $30/person
- 5 and under free
- rates and times subject to change

COLBY-1 OP ID: RHH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/12/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Tegeler & Associates-DUB
PO Box 746
Dubois, WY 82513
Lynne Milton

CONTACT NAME: Rhonda Hower
PHONE (A/C, No, Ext): 307-455-2283 FAX (A/C, No): 307-455-2183
E-MAIL ADDRESS: rhower@tegelerinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Philadelphia Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Colby Gines Wilderness Adventures, LLC
Colby Gines
150 Road 5 N
Powell, WY 82435

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC	X		PHPK1418790	01/01/2016	01/01/2017	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [ ] HIRED AUTOS [ ] SCHEDULED AUTOS [ ] NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (PER ACCIDENT)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A						WC STATU-TORY LIMITS [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

City of Cody
Cindy Baker
1338 Rumsey Ave
Cody, WY 82414

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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MEETING DATE: APRIL 19, 2016
DEPARTMENT: PARKS, REC, AND PUBLIC FACILITIES
PREPARED BY: RICK MANCHESTER, DIRECTOR
PRESENTED BY: RICK MANCHESTER AND JUSTIN LUNDVALL

Beck Lake Park Shop Renovation
Bid Number 2016-03

ACTION TO BE TAKEN

Staff requests that City Council rejects the bid from **Diamond Point Construction Inc.** and authorize the mayor to sign a contract with **KB Nelson** as the lowest responsive bidder. The bid is under budget and the construction contract is for **$320,703.**

Staff also requests that the Council authorize the Mayor to enter into and sign all necessary contract and forms such as Notice of Award, and Notice to Proceed after all Contract Documents have been completed and approved.

SUMMARY OF INFORMATION

On April 12, 2016, bids for Bid No. 2016-03, Beck Lake Park Shop renovation were opened and publicly read aloud. The City received three bids from the following companies.

1. Diamond Point Construction Inc. $295,404.90 **Rejected**
2. KB Nelson Construction Inc. $320,703.00
3. Triple A Building Services Inc. $342,750.00

The difference between the two lowest bidders (KB and Triple A) is **$22,047.**

1. During the 2014/15 budget process, City Council approved allocating up to $400,000 for the Park Shop renovation project. The temporary relocation cost, construction bid, and project engineering fees are **$380,573 plus** incidental cost for storage and other relocation costs. The funding originated from WY State Consensus Funding. There is enough balance remaining in the consensus to cover the project.

2. This is an important project for the safety of employees and others that go to the shop for business use. In the advertisement for bid, the following language was included " The City of Cody reserves the right to reject any or/all bids, to waive any formality, and/or accept the bid deemed in the best interest of the City."

3. As indicated in the bid documents including the invitation to bid, the contractors are required to attend the pre bid walk through and be licensed as a General Contractor registered with the City of Cody before the bid deadline.

AGENDA ITEM NO. _____

4. The City advertised for bids and received three bids. Diamond Point attended the walk through but failed to be licensed or registered with the City of Cody. KB Nelson Construction Inc. is a licensed general contractor and attended the walk through.

FISCAL IMPACT

The City will invest a total of $380,573 out of the City State consensus funds. It will be used for construction and engineering costs.

ALTERNATIVES

1. Reject Diamond Point Construction bid and award the project to KB Nelson Construction as the lowest responsive bidder.
2. Reject all bids and rebid the project.
3. Reject all bids and do NOT rebid the project.

RECOMMENDATION

Alternative #1

ATTACHMENTS

1. Engineer review
2. Invitation to Bid
3. Project Details RFP/RFQ

AGENDA & SUMMARY REPORT TO

Justin Lundvall, JL Engineering

AGENDA ITEM NO. _____

JL ENGINEERING, LLC
Civil, Structural, & Consulting

Memo

To: Rick Manchester

From: Justin Lundvall, PE

Date: April 13, 2016

Re: BECK LAKE PARKS MAINTENANCE SHOP, BID TABULATION RECOMMENDATIONS

Three bids were submitted for the Beck Lake Parks Maintenance Shop Project. Bids were submitted by K.B. Nelson Construction, Inc., Triple A Building Services, Inc. and Diamond Point Construction, Inc.

At this time after consideration of the submitted bids the apparent low bidder was Diamond Point Construction, Inc. from Buffalo, Wyoming with a total bid amount of $295,404.90 (Two Hundred Ninety Five Thousand Four Hundred Four Dollars and Ninety Cents). However, as stipulated in the Project Manual, Instruction to Bidders – Qualifications of Bidders, page II-1:

"Bidders (Contractors) must be a licensed General Contractor registered with the City of Cody."

Diamond Point Construction, Inc. is not a licensed General Contractor with the City of Cody. Submitted with the bid packet is a contractor's license for the City of Cody issued to Mark W. Allphin, Inc. Mr. Allphin is not registered as a Director or Agent of Diamond Point Construction, Inc. in the Corporate fillings with the Wyoming Secretary of State's Office. A Request for Information submitted by Mr. Allphin, gives his title as Project Manager. Based on the current information and the required stipulation and the corporate filing it is felt that Diamond Point Construction, Inc.'s bid should be considered for disqualification.

The next lowest bid was submitted by K.B. Nelson Construction, Inc. of Cody, Wyoming with a bid total of $320,703.00 (Three Hundred Twenty Thousand Seven Hundred Three Dollars and no Cents). K.B. Nelson Construction, Inc. is a licensed General Contractor registered with the City of Cody. One item that may warrant additional consideration is the Acknowledgement of Addenda. As stated in the Project Manual, Instruction to Bidders – Preparation of Bid, page II-5:

"The Bid shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the Bid form."

There were two addendums to the Project Documents and acknowledgement of these were not submitted or filled out in the bid by K.B. Nelson Construction, Inc. However, on the addendums themselves it states:

"Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification."

P.O. Box 3125 • Cody, WY 82414 • 307.272.4399 • justinl5123@hotmail.com

On the Bid Schedule there are no spaces provided for this acknowledgement. However, in the Bid Proposal section of the Project Manual Article 4.01 provides space for this acknowledgement. This Article was not submitted or filled out in K.B. Nelson Construction, Inc.'s Bid. However, the language found on the Addendum's themselves states "may" subject Bidder to disqualification. This may warrant further discussion.

The final bid submitted was by Triple A Building Services, Inc. of Powell, Wyoming. Triple A Building Services, Inc. is also a licensed General Contractor registered with the City of Cody. The bid amount submitted by Triple A Building Services, Inc. totaled $342,750.00 (Three Hundred Forty Two Thousand Seven Hundred Fifty Dollars and no Cents).

Dependent on the current information submitted by Diamond Point Construction, Inc. and consideration of the Acknowledgement of the Addenda criteria it would be recommended to proceed with the Notice of Award for K.B. Nelson Construction, Inc. It is known, that hardcopies of both Addendum No. 1 and Addendum No. 2 were delivered to Mr. Kim Nelson of K.B. Nelson Construction, Inc.

City of Cody
INVITATION TO BID
Beck Lake Parks Maintenance Shop
Bid No. 2016-03

The City of Cody will receive sealed bids until 10:00 A.M. local time on Tuesday, April 12, 2016 at City Hall, 1338 Rumsey Ave., P.O. Box 2200, Cody, WY, at which time they will be publicly opened and read aloud for the Beck Lake Parks Maintenance Shop project. The work will include new construction of embankment/foundation material with approximately 1000 cubic yards of engineered fill, approximately 7,000 square yards of new reinforced concrete floors, interior framed finish work, HVAC, electrical, and plumbing systems. Additional work will consist of minor concrete removal and concrete repair to existing concrete.

Mail or deliver sealed bids to City of Cody, Attn: Rick Manchester, Bid No. 2016-03, P.O. Box 2200, Cody, WY 82414. City of Cody takes no responsibility for delivery of bids through mail. Faxed bids will not be accepted. All Bids should be clearly labeled "Beck Lake Parks Maintenance Shop". Bidding documents are available by contacting Justin Lundvall at JL Engineering, 1320 Stampede Avenue, P.O. Box 3125, Cody, WY 82414 or by calling 307-272-4399. Paper copies will be available for a non-refundable fee of $70, electronic copies will also be available at no-charge. Additionally, a set of non-removable documents may be viewed at the Paul Stock Aquatic and Recreation Center located at 1402 Heart Mountain Street, Cody, WY. No bid may be considered unless accompanied by a bid guarantee of 5% of total bid amount, which shall be forfeited if the bidder is awarded the Contract and fails to enter into a Contract with the Owners.

The Bidder further understands that the City of Cody shall determine in its sole discretion the most responsible Bidder, and the City may reject any and all bids or make substitution, waive defects it deems unsubstantial in any bid, and that if an award is made, the City will award the bid in the best interest of the City of Cody. Award of bid is subject to City Council budget appropriation for this purchase. The City of Cody reserves the right to reject any or/all bids, to waive any formality, and/or accept the bid deemed in the best interest of the City.

The Bidder must be a licensed General Contractor, licensed by the City of Cody. A mandatory pre-bid meeting and site walk-through for licensed General Contractors registered with the City of Cody, will be held at the Beck Lake Maintenance Shop, 2401 14th Street, Cody, WY 82414 local time on Monday, April 4, 2016 at 11:00 A.M. Failure to attend the pre-bid meeting and site walk-through will result in disqualification of the bid. Sub-Contractors are welcome and encouraged to attend, but attendance is not mandatory.

Dated this 17th day of March, 2016.

Cynthia Baker
Administrative Services Officer

Publish:
Thursday, March 24, 2016
Thursday, March 31, 2016

COPY

BECK LAKE PARKS MAINTENANCE SHOP
CODY, WY
City Bid No.: 2016-03
Project No.: 2016-01R

BID SCHEDULE

SECTION NO.	BID ITEM NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITIES	UNIT PRICE	TOTAL
02050/02075	1	REMOVAL/DISPOSAL OF EXISTING STRUCTURES (CONCRETE)	SF	480	10.15	4,872.—
02210	2	MISC. EXCAVATION (UNCLASSIFIED), DEPTH: 4'-6'	CY	50	68.35	3,417.50
02210	3	EMBANKMENT- COMPACTED FILL, DEPTH: 6" (+/-)-4'	CY	840	36.40	30,576.—
02210	4	EMBANKMENT- COMPACTED FILL, DEPTH: 4'-6' (SEE NOTE 3)	CY	50	60.50	3,025.—
02210	5	EMBANKMENT - CRUSHED BASE, DEPTH: 0-6"	CY	122	53.45	6,520.90
02520/03304	6	CONCRETE (SEE NOTE 4)	LS	130 CY	460	59,800.—
02895	7	GEOTEXTILE FABRIC	SY	720	12.90	9,288.—
03200	8	REINFORCING STEEL - No. 4's	LS	8150	.73	5,949.50
-	9	INTERIOR FRAME & FINISH WORK (WALLS, WORKSTATIONS, ETC.)	LS	1	—	100,802.—
-	10	UTILITIY CONNECTIONS (PLUMBING - WATER & SEWER)	LS	1	—	18,655.—
-	11	HVAC RENOVATIONS	LS	1	—	19,055.—
-	12	ELECTRICAL MODIFICATIONS	LS	1	—	33,444.—

TOTAL = $ 295,404.90
(NUMBERS)

two hundred ninety Five thousand four hundred four dollars + ninty Cents
(WORDS)

PROPOSED START DATE: 5/2/16

PROPOSED FINISH DATE: 8/1/16

CONTRACTOR/COMPANY NAME: Diamond Point Construction

Notes:
1) Section Nos. are based on 2000 WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS.
2) The Bid items Removal of Existing Structures, the Contractor shall be responsible for Landfill/Disposal Fees where applicable.
3) This Item may not be used in its entirety or potentially exceed the estimated amount depending on observed excavations.
4) Concrete payment is based on CY for a 6" slab, drainage trench, and 4" (+/-) perimeter "slab".
5) Misc. Concrete Crack Repair and Drill and Epoxy Rebar are considered subsidiary to Bid Items Concrete and Reinforcing Steel-No. 4's, respectively.

COPY

BECK LAKE PARKS MAINTENANCE SHOP
CODY, WY
City Bid No.: 2016-03
Project No.: 2016-01R

BID SCHEDULE

SECTION NO.	BID ITEM NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITIES	UNIT PRICE	TOTAL
02050/02075	1	REMOVAL/DISPOSAL OF EXISTING STRUCTURES (CONCRETE)	SF	480	4.75	2280.00
02210	2	MISC. EXCAVATION (UNCLASSIFIED), DEPTH 4'-6'	CY	50	20.00	1000.00
02210	3	EMBANKMENT- COMPACTED FILL, DEPTH 6" (+/-)-4	CY	840	35.00	29400.00
02210	4	EMBANKMENT- COMPACTED FILL, DEPTH 4'-6' (SEE NOTE 3)	CY	50	35.00	1750.00
02210	5	EMBANKMENT - CRUSHED BASE, DEPTH 0-6"	CY	122	35.00	4270.00
02520/03304	6	CONCRETE (SEE NOTE 4)	LS	130 CY	424.60	55198.00
02895	7	GEOTEXTILE FABRIC	SY	720	6.95	5004.00
03200	8	REINFORCING STEEL - No. 4's	LS	8150		6181.00
-	9	INTERIOR FRAME & FINISH WORK (WALLS, WORKSTATIONS, ETC.)	LS	1		98500.00
-	10	UTILITIY CONNECTIONS (PLUMBING - WATER & SEWER)	LS	1		50000.00
-	11	HVAC RENOVATIONS	LS	1		18500.00
-	12	ELECTRICAL MODIFICATIONS	LS	1		48620.00

TOTAL = 320703.00
(NUMBERS)

(WORDS)

PROPOSED START DATE: _____

PROPOSED FINISH DATE: _____

CONTRACTOR/COMPANY NAME: K B Nelson Const Inc

Notes:
1) Section Nos. are based on 2000 WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS
2) The Bid items Removal of Existing Structures, the Contractor shall be responsible for Landfill/Disposal Fees where applicable
3) This Item may not be used in its entirety or potentially exceed the estimated amount depending on observed excavations
4) Concrete payment is based on CY for a 6" slab, drainage trench, and 4" (+/-) perimeter "slab"
5) Misc. Concrete Crack Repair and Drill and Epoxy Rebar are considered subsidiary to Bid Items Concrete and Reinforcing Steel-No. 4's, respectively

COPY

BECK LAKE PARKS MAINTENANCE SHOP
CODY, WY
City Bid No.: 2016-03
Project No.: 2016-01R

BID SCHEDULE

SECTION NO.	BID ITEM NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITIES	UNIT PRICE	TOTAL
02050/02075	1	REMOVAL/DISPOSAL OF EXISTING STRUCTURES (CONCRETE)	SF	480		3000
02210	2	MISC. EXCAVATION (UNCLASSIFIED), DEPTH: 0'-4'	CY	50		2300
02210	3	EMBANKMENT- COMPACTED FILL, DEPTH: 6" (+/-)-4'	CY	840		36,250
02210	4	EMBANKMENT- COMPACTED FILL, DEPTH: 4'-6' (SEE NOTE 3)	CY	50		3600
02210	5	EMBANKMENT - CRUSHED BASE, DEPTH: 0-6"	CY	122		7500
02520/03304	6	CONCRETE (SEE NOTE 4)	LS	130 CY		57,000
02895	7	GEOTEXTILE FABRIC	SY	720		700
03200	8	REINFORCING STEEL - No. 4's	LS	8150		8000
-	9	INTERIOR FRAME & FINISH WORK (WALLS, WORKSTATIONS, ETC.)	LS	1		165,000
-	10	UTILITIY CONNECTIONS (PLUMBING - WATER & SEWER)	LS	1		5,500
-	11	HVAC RENOVATIONS	LS	1		97,500
-	12	ELECTRICAL MODIFICATIONS	LS	1		40,000

TOTAL = 342,750.00
(NUMBERS)

three hundred forty-two thousand seven hundred fifty & 00/100
(WORDS)

PROPOSED START DATE: Immediately

PROPOSED FINISH DATE: 75 days (working)

CONTRACTOR/COMPANY NAME: Triple A Building Services, Inc.

Notes:
1) Section Nos. are based on 2000 WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS.
2) The Bid items Removal of Existing Structures, the Contractor shall be responsible for Landfill/Disposal Fees where applicable.
3) This Item may not be used in its entirety or potentially exceed the estimated amount depending on observed excavations.
4) Concrete payment is based on CY for a 6" slab, drainage trench, and 4" (+/-) perimeter "slab".
5) Misc. Concrete Crack Repair and Drill and Epoxy Rebar are considered subsidiary to Bid Items Concrete and Reinforcing Steel-No. 4's, respectively.

CITY OF CODY
WYOMING

Nancy Tia Brown
MAYOR

Donny Anderson
Karen Ballinger
Jerry Fritz
Landon Greer
Steve Miller
Stan Wolz
COUNCIL MEMBERS

C. Edward Webster II
MUNICIPAL JUDGE

Barry A. Cook
CITY ADMINISTRATOR

1338 Rumsey Avenue
P.O. Box 2200
Cody, Wyoming 82414

(307) 527-7511
FAX (307) 527-6532

February 12, 2015

RE: Request for Qualifications and Proposal for Renovation of City of Cody Beck Lake Parks Maintenance Shop

Thank you for your interest to submit qualifications, and a proposal for design services for the Beck Lake Parks Shop. The basic scope of work is to complete design services through construction administration of the Parks Shop.

Project Summary
The majority of the work is based on extensive concrete floor damage, horrible subsurface conditions, and wall repairs. There will be some interior work for offices, employee areas, public and staff restrooms. The project includes professional services to complete designs, bid, build, construction observation, and project close-out.

The design team requires consulting for structural engineering, soils testing, mechanical, architecture, and utilities. Specialty consultants must be listed and be part of the team.

Project Details
This proposal is requesting professional design services related to the following scope of work:

1. Develop bid documents including plans and specifications for repairing the damaged floors and walls at the Parks Shop. It is believed that the floor has become damaged due to inadequate compaction of fill materials over which the floor was poured.

2. It is anticipated that the design consultant will look at all alternatives and determine the most cost effective approach to address the heaving, cracking and subsiding concrete floors.

3. Alternatives include removal of all interior walls, removal of concrete floor, and removal of all fill materials, install fill materials utilizing proper compaction techniques. Re-pour the floor for total removal of all interior walls, removal of concrete floor, draft and utilize helical piers for floor support and pouring all new floors with drains.

4. Work within the existing pre-manufactured building system, of 6" reinforced concrete slab, floor drain with sump, re-establish walls and utilities. The project may require at least one public meeting and presentation of the final plan to Cody City Council.

Statement of Qualifications

Please provide the following information in your statement of qualifications.

1. Firm name, address, telephone number, email, and contact person. Up to one page statement of interest and qualifications for this project. A brief (max 2-pages) project understanding description. Include any concerns regarding permits, schedule, site, etc.
2. Provide statement of abilities and expertise to provide the required professional services and qualifications related to this project.
3. Key personnel proposed as team members. Clearly identify the sub consultants used on this team.
4. Description of related projects completed by consulting team.
5. Any ideas for completing this project with creative and cost efficient implementation are welcome in proposals.
6. Include in your proposal packet, and in a separate sealed envelope, provide a cost breakdown for the proposed services. Use the form provided at the end of this RFP (Page 6.)

Pre-Submittal Meeting

A mandatory pre-submittal meeting will be held at the Parks Shop, Beck Lake Parks Shop at 2401 14th St, Cody, Wyoming, on **Thursday, February 26, 2015 at 10:00 AM**. Representation from your team is required if you wish to be considered for this project.

Design Phase-- Respond to each phase in your proposal.

1. **Phase One—Design Services**. Describe your experience completing structural design services for repairing or replacing concrete floor and walls.

Minimum required design services.

a. Field visit and document existing conditions as related to the scope of work.
b. Conduct up to two meetings with owner during design stage and possibly make one formal presentation to the Cody City Council.
c. Prepare final construction documents. The plans and specifications must include language in the documents to ensure that all construction and testing requirements are clearly identified as well as any state requirements.
d. Produce project manual and specifications.
e. Hold progress meeting with owner every two weeks. Generate incremental progress sets of construction documents that will allow the following owner reviews.

2. **Phase Two—Bidding Services**. Describe your experience working with City of Cody projects and bidding procedures.

Required for bidding services.

a. Prepare advertisement for bidding (Ad cost paid by owner).
b. Distribution of plans.
c. Conduct pre-bid meeting and mandatory pre-construction walk-through.

d. Produce addenda and respond to requests for information (RFI) as necessary.
e. Bid opening to be conducted by consultant.
f. Confirm bid bond requirements.
g. Costs for final plans and specifications are reimbursable expenses.
h. Prepare construction contract using City format and meeting City requirements.

3. **Phase Three—Construction Administration Services**. Provide sample agenda information for a preconstruction meeting. Describe the role of the project owner during construction administration.

Required Construction Administration

a. Conduct pre-construction meeting.
b. Perform contractor pay application reviews and approvals.
c. Answer questions during construction and provide clarifications.
d. Submittal and shop drawing reviews.
e. Regular site visits and meeting with owner and contractor bi-monthly (2 times per month) observation reports.

4. **Phase Four—Project Closeout**. Describe your experience completing project closeouts in the City of Cody and Wyoming.

Required Project Closeout Items

a. Review contractor provided operation and maintenance manuals.
b. Review contractor provided warranties.
c. Perform final punch list inspection for the project.
d. Prepare notice of substantial completion.
e. Prepare and submit final 41-day advertisement "Notice of Final Payment."
f. Create hard copy drawings and AutoCAD files of as-built drawing mark-ups provided by contractor that may be reproduced.
g. Perform an 11-month walk-through of the project.

5. Other Requirements—Describe options to complete this project under budget and on-time.
   a. Pricing that is good for at least 60 days.
   b. Professional liability insurance; general liability $2,000,000 naming the City of Cody as additionally insured. Professional liability insurance covering errors and omissions in amount not less than $1,000,000.
   c. Any additional information that you feel would be beneficial to our project.

All RFQ/RFPs must be received by **Thursday, March 5, 2015 at 4:00 PM** please submit one copy and digital format (PDF) to the attention:

Rick Manchester, Director
Paul Stock Recreation Center (Parks Shop Renovation)
PO Box 2200
1402 Heart Mountain Street
Cody WY 82414

Faxed or emailed submittals will be considered to meet deadline, but require a hard copy to be considered. Call for fax or email information.

The decision will be based on the following criteria listed in order of importance.

1. Qualifications and experience for this project.
2. Proposed timeline for design and development projected completion. Estimated time to complete construction.
3. Cost of consulting services.

Firms will be notified by telephone and receive information, dates, and times **IF** interviews are a necessary tiebreaker. The City of Cody reserves the right to reject any or/all proposals, to waive any formality, and/or accept the proposal deemed most advantageous to the City. This is a qualification based process, and the City is not bound by the lowest bid. If you have any questions regarding the RFQ/RFP, please contact Rick Manchester, by calling (307) 527-3484 or email to Rickm@cityofcody.com.

Sincerely,

Rick

Rick Manchester, Director
Parks, Recreation, and Public Facilities

Include top half of this completed form with proposal.

Company Name:_____

Contact Person:_____

Mailing Address:_____City State ZIP:_____

Phone:_____Fax:_____

Email:_____Web:_____

Authorized Signature:_____Date:_____

Proposals must include:

1. Time frame of plan completion and a proposed construction timeframe.
2. Scored by P&R Director, Parks Supervisor, and City Engineer.

RFP and RFQ Score Sheet—TO BE COMPLETED BY CITY
DO NOT INCLUDE COST ESTIMATES OR BIDS ON THIS SHEET!

ITEM	Description	100 Available Points	RFP/RFQ	Comments
Phase 1	Design Services	20 pts		
Phase 2	Bidding Services	10 pts		
Phase 3	Construction Administration Services	10 pts		
Phase 4	Project Close-Out	10 pts		
Experience	Similar projects completed in Cody and/or Wyoming	20 pts		
Time Frame—Construction Docs	Time to complete construction documents	20 pts		
Time Frame--Construction	Estimated time frame for construction	10 pts		
	Total Points	100		

Quote Sheet

Complete and submit in separate sealed envelope. To be opened when negotiating fee with most qualified consultant.

ITEM	Description		Quote Amount
Phase 1	Design Services		
Phase 2	Bidding Services		
Phase 3	Construction Administration Services		
Phase 4	Project Close-Out		
Reimbursable Items	Printing, travel, etc.		
Other terms			
		Total Not to Exceed Amount	

MEETING DATE:	APRIL 19, 2016
DEPARTMENT:	ADMINISTRATIVE SERVICES
PREPARED BY:	LESLIE BRUMAGE, FINANCE OFFICER
PRESENTED BY:	LESLIE BRUMAGE, FINANCE OFFICER

AGENDA ITEM SUMMARY REPORT
Resolution 2016-07 Budget Amendment

ACTION TO BE TAKEN:
Approve the resolution amending the FY15-16 budget.

SUMMARY OF INFORMATION:
The City of Cody adopted the budget for FY15-16 on June 16, 2015. Per State Statute, budgets may be amended through Resolution by the City Council. This request includes the following amendment:

1) Rumsey Ave parking lot – the total project cost was $43,399 including the disposal of the house that was on the lot. The amount budgeted was $38,849, creating a deficit of $4,550 due to the higher disposal cost.

2) Sewer Lagoon project – when the FY15-16 budget was originally adopted the City anticipated receiving a $1.8 million grant. The grant was actually awarded for $800,000 and a combination loan and cash reserves component had to be added to the financing package to pay for the $3.6 million cost. The grant revenue of $1,830,500 we anticipated is being removed since the grant portion of the project will not start until FY16-17 and the expense is being decreased by $1,570,518 to account for the amount we anticipate will actually be spent before fiscal year end. The reminder of the project will be budgeted in FY16-17.

FISCAL IMPACT
The General Fund expense will increase by $4,550. The impact to unrestricted cash reserves in the General Fund would be a reduction of $4,550.

The Wastewater Fund revenue will decrease by $1,830,500 and the expense will decrease by $1,570,518. The impact to unrestricted cash reserves in the Wastewater Fund would be a reduction of $293,410.

ALTERNATIVES
At its discretion the City Council may approve or deny the Resolution.

ATTACHMENTS
1. Resolution 2016-01

AGENDA & SUMMARY REPORT TO:
1. None

AGENDA ITEM NO. _____

RESOLUTION 2016-07

A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2015-2016

WITNESSETH:

WHEREAS, the final budget for Fiscal Year 2015-2016 was duly adopted by the City of Cody with Ordinance No 2015-07 on June 16, 2015 in accordance with the State of Wyoming Statutes; and

WHEREAS, the City of Cody Council has determined it is appropriate to amend the final budget, in accordance with proper governmental accounting and financial reporting practices; and

WHEREAS, funds are available to cover such amendments as designated in the requested action.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Cody, the following action was authorized by the City of Cody Council:

	Current Budget	Proposed Amendment	Amended Budget
REVENUES			$0
General Fund	$12,681,793		$12,681,793
Vehicle Replacement Fund	$645,980		$645,980
Lodging Tax Fund	$109,630		$109,630
Public Improvements Fund	$0		$0
Solid Waste Fund	$2,362,307		$2,362,307
Water Fund	$3,311,846		$3,311,846
Wastewater Fund	$3,222,686	($1,830,500)	$1,392,186
Electric Fund	$12,873,961		$12,873,961
TOTAL REVENUE	$35,208,203	($1,830,500)	$33,377,703
EXPENSES			$0
Mayor - Council	$562,697		$562,697
Pass Through Grants	$400,719		$400,719
City Administrator	$157,462		$157,462
Administrative Services	$1,483,921		$1,483,921
Police	$3,002,902		$3,002,902
Parks Maintenance	$1,424,325		$1,424,325
Public Facilities	$539,302		$539,302
Recreation Center	$1,161,278		$1,161,278
Aquatics	$849,428		$849,428
Community Development	$573,871		$573,871
Streets	$2,011,511	$4,550	$2,016,061
Vehicle Maintenance	$290,696		$290,696
Vehicle Replacement	$553,811		$553,811
Lodging Tax	$146,200		$146,200
Public Improvements	$35,257		$35,257
Solid Waste Fund	$2,254,447		$2,254,447
Water Fund	$3,238,646		$3,238,646
Wastewater Fund	$3,191,807	($1,570,518)	$1,621,289
Electric Fund	$13,353,410		$13,353,410
TOTAL EXPENSES	$35,231,690	($1,565,968)	$33,665,722

PASSED, APPROVED AND ADOPTED THE 19TH DAY OF APRIL 2016

_____
Nancy Tia-Brown, Mayor

Attest:

_____
Cynthia Baker, Administrative Services Officer

ORDINANCE NO. 2016-05

AN ORDINANCE AMENDING TITLE 9 OF THE CITY OF CODY CODE, BY ADDING A CHAPTER 4, "FENCE REGULATIONS"

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, PARK COUNTY, WYOMING:

Title 9, Chapter 4 of the City of Cody Code is hereby established to provide as follows:

Chapter 4, FENCE REGULATIONS

10-12-1: GENERAL PROVISIONS:

A. Fence Defined: "Fence" means a constructed vertical structure, barrier or partition of any material or combination of materials erected to enclose, screen, or separate outdoor areas, and which has no roof or overhead covering.

B. Permit Required: No person shall build, rebuild, replace, construct or erect, or cause to be built, rebuilt, replaced, constructed or erected anywhere within the city, any boundary or division fence or wall of any kind, without first having secured a permit therefor from the building official or his or her designee. For purposes of this section, a fence is considered to be rebuilt or replaced if thirty feet (30') or more of an existing fence is removed and rebuilt or replaced within a twelve (12) month period from the time work on the fence begins.

C. Property Owner Requirements: Prior to installing any part of the fence, including posts, the property owner shall:

1. Application: Submit an application, signed by the property owner, which shall include a site plan showing the dimensions and location of the proposed fence. The application shall be on a form prescribed and approved by the building official;
2. Meet with the Building Official: Meet with the building official, or his or her designee, to show where the fence will be located; and
3. Identification of Lines and Boundaries: Demonstrate to the building official, or his or her designee, that the fence will not cross, interfere with, or encroach into or upon any neighboring property or city rights of way. It shall be the responsibility of the property owner to accurately identify the property lines and boundaries of his or her property where the fence will stand. The building official, or his or her designee, may require the property owner to survey the property boundaries to ensure that the fence will not encroach into or upon a neighboring property or city rights of way. "Rights of way", as used herein, shall be defined as public streets, public sidewalks and public alleys.

D. Materials: Fencing materials are limited to wood, vinyl, masonry, wrought iron, decorative metal, wire mesh (e.g. chain link), bamboo, and similar materials. Pallets, tarps, scrap metal, tires, signs, and similar materials are not permitted for fencing purposes.

E. Height: Fences are subject to the following height limits. Fence height is measured from the finished grade of the property upon which the fence is located.

1. Within all of the residential zoning districts:
    a. Fences are limited to a maximum of four feet in height in any front yard setback area; and, fences taller than three feet in the front yard setback area must be at least forty percent open—as in the measurement of the spaces and voids between the fence components.

b. Fences may be a maximum of seven feet in height in any portion of a lot that is outside of the front yard setback area.

2. Within the non-residential zoning districts (e.g. industrial, light industrial, commercial, business), fences up to seven feet tall are permitted within the property; provided, no view-obscuring fence over four feet tall shall be less than fifteen feet from the edge of an arterial or collector street (measured from face of curb). For purposes of this section, view-obscuring shall mean a fence that is less than forty percent open—as in the measurement of the spaces and voids between the fence components.

Notwithstanding the above, the Planning and Zoning Board may approve a fence taller than that specified when the additional height will not have any adverse impacts to neighboring properties or the public health and safety. Before making such a determination, the applicant shall notify the owners of all adjacent lots of the request in writing and allow them up to ten days to provide comments to the Board. The Board may take action on the request at any time after all neighbor responses are received, or after the ten day comment period, whichever occurs sooner.

Regardless of the above-permitted fence heights, all fences shall be located so that required intersection sight triangles are maintained at all street intersections.

F. Encroachments, Easements After March 1, 2010: In subdivisions approved or built on or after March 1, 2010, nobody shall build a fence within a city easement. Fences which are built on or nearly on a property line, and which encroach into a city easement by twelve inches (12") or less shall not be considered a violation of this subsection. For subdivisions approved or built after March 1, 2010, the property lines separating the lots within the subdivision and the property boundaries of the subdivision shall, as nearly as feasible, not fall within the city utility easements, and shall be located outside the city utility easements. Fences may cross an easement so that the fence is nearly perpendicular to the easement. If a fence crosses an easement, the property owner shall do one of the following:

1. The property owner must include a removable panel or gate which is the same width as the easement, and must allow the city to access the easement quickly and easily, and which must be approved by the building inspector; or
2. The property owner must provide to the city a separate easement for ingress and egress to the utility easement. The easement must run with the land in perpetuity, and the width, form and route of the ingress and egress easement must be approved by the building inspector, and must be recorded with the Park County clerk's office.

G. Encroachments, Easements Before March 1, 2010: Owners of subdivisions, homes and fences approved or built prior to March 1, 2010, may build, rebuild, replace, construct or erect fences within or across a city utility easement under the following conditions:

1. The fences shall not be built directly over, under or within one foot (1') of any existing utility lines, pipes or conduit, including, but not limited to, water, electrical, wastewater, gas and telecommunications lines;
2. The property owner shall obtain a fence permit as described in subsection A of this section, and shall arrange for a utility line locate prior to beginning any construction or excavation, to ensure compliance with this section; and
3. Such fence shall remain in the easement at the property owner's risk, subject to the conditions in subsection J of this section.

H. Final Inspection: The property owner or the contractor building the fence shall call for a final inspection upon completion of the fence.

I. Removal for Violation: Any fence which is built in violation of any of the provisions of this section is subject to removal at the expense of the property owner. If the city finds that a property owner has built, or caused to be built, any fence or portion of a fence which violates any of the provisions of this code, the city may order the property owner to remove the fence at his or her expense. The city shall notify the property owner in writing of the alleged violation, and shall order the property owner to remove the fence within thirty (30) days of the written notice, which may be delivered in person, by mail or by posting a copy of the notice on the door of the residence where the fence has been built. The building official may give the property owner an extension or allow a longer period of time if the building official determines there is just cause for such extension. Such extensions shall be in writing.

J. Refusal to Comply; Removal by City: If the property owner refuses or fails to remove the fence within the required time, the city may remove the fence at the property owner's expense, and the property owner may be cited as described in subsection I of this section.

K. Violation: Any violation of this section shall be a misdemeanor, and punishable by a fine to be determined by the municipal court of the city.

L. Emergency, Nonemergency Removal: If at any time, the city, through its officers, employees or agents, must access a city easement, right of way or property, and a fence or other structure, prevents or in any way interferes with access to the city easement, right of way or property, including, but not limited to, fences lawfully built within easements pursuant to subsection D of this section, the city may, in emergency situations, immediately remove such fence or wall at the expense of the property owner. "Emergency situations" shall include, but not be limited to, locates of utility lines, unplanned power outages, and leaks, breaks or ruptures in water, sewer or other utility lines. If the city needs to access an easement in a nonemergency situation, and the easement is blocked or obstructed by a fence or other structure, the city shall give notice to the property at least two (2) business days in advance by mailing or posting written notice to the last known address of the owner of the property or to the subject property. The notice shall inform the property owner of the date and reason the city needs to access the easement, and that if the owner does not remove the fence or structure prior to that date, that the city will remove the fence or structure, or such portions of the fence or structure, as are necessary to access the utility. The notice shall also include a copy of the ordinance codified herein. In any situation, whether emergency or nonemergency, where the city must access an easement requiring the removal of a fence or other structure, such removal shall be at the expense of the property owner, and the city shall not be responsible for damage to the property caused by the removal of the fence or other structure or the use of the property, and shall not be responsible for replacement of the fence or other structure.

M. Compliance Required: Nothing in this section shall be construed to relieve the property owner of his or her responsibility to comply with state and federal laws governing locates of utility lines prior to digging, excavating or otherwise beginning any work on a fence. Nothing in this section shall be construed to relieve the property owner of their responsibility to ensure that they do not damage or destroy any utility lines and equipment.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: April 5, 2016
PASSED ON SECOND READING: __
PASSED ON THIRD READING: __

_____
Nancy Tia Brown, Mayor

Attest:

_____
Cynthia Baker
Administrative Services Director

ORDINANCE NO. 2016-06

AN ORDINANCE REPEALING TITLE 10, CHAPTER 12, FENCING PERMITS, OF THE CITY OF CODY MUNICIPAL CODE

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, PARK COUNTY, WYOMING:

Title 10, Chapter 12, FENCING PERMITS, is repealed in its entirety.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: April 5, 2016
PASSED ON SECOND READING: _____
PASSED ON THIRD READING: _____

_____
Nancy Tia Brown, Mayor

Attest:

_____
Cynthia Baker
Administrative Services Director