

REVISED

City of Cody City Council
AGENDA

Tuesday, March 21, 2017 – 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

1. Consent Calendar

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

- a. Approval of Minutes - Regular Minutes from March 7, 2017.
- b. Approve Vouchers and Payroll in the amount of \$1,684,603.40.
- c. Consider a request from the Cody Fire Department to close 11th Street between Sheridan Avenue and Beck Avenue from 8:00 a.m. on Friday May 5th to 5:00 p.m. on Sunday May 7th, 2017 for the annual Cody Fire School and authorize the Cody Fire Department to utilize City Barricades for this street closure.
- d. Authorize the Mayor to enter into and sign a contract between the City of Cody and Arbor Solutions for a term ending August 31, 2017. For tree trimming services.
- e. Consider nominating Phil Hinds, Mayor Evansville, Andrew Sabai, Treasurer, the Town of Glenrock, Michele Sussex, Clerk/Treasurer, Town of Lingle, and Judy Just LGLP Representative to the WAM JPIC Board of Directors for terms notes on nomination ballot.
- f. Authorize the Mayor to enter into and sign a grant agreement between the City of Cody and the Food Research and Action Center for a grant in the amount of \$2,587.50.

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

3. Public Hearing

A Public Hearing to consider if it is in the public's interest to issue a new restaurant liquor license to Johanna Cardenas dba Michael's Tacos located at 702 Yellowstone Ave.

4. Conduct of Business

- a. Consider issuing a new restaurant liquor license to Johanna Cardenas dba Michael's Tacos located at 702 Yellowstone Ave.
Staff Reference: Cindy Baker, Administrative Services Officer

- b. Consider a request Cody Fire Department to hold a fire sprinkler demonstration on Saturday, April 22, 2017 utilizing the East end of the overflow parking lot on the South side of the Recreation Center.
Staff Reference: Rick Manchester, Parks, Public Facilities & Recreation Director

- c. ORDINANCE 2017-09 – SECOND READING
AN ORDINANCE REZONING 1625 ALGER AVENUE LOCATED WITHIN THE CITY OF CODY, PARK COUNTY, WYOMING TO LIMITED BUSINESS (D-1).
Staff Reference: Todd Stowell, City Planner

- d. ORDINANCE 2017-10 –FIRST READING
AN ORDINANCE ADOPTING REGULATIONS PERTAINING TO WIRELESS COMMUNICATION FACILITIES, TO BE LOCATED IN TITLE 10, ZONING REGULATIONS, OF THE CITY OF CODY MUNICIPAL CODE.
Staff Reference: Todd Stowell, City Planner

- 5. Tabled Items

- 6. Matters from Staff Members

- 7. Matters from Council Members

- 8. Adjournment

<p>Upcoming Meetings: April 4, 2017 – Tuesday – Regular Council Meeting 7:00 p.m. April 13, 2017 – Thursday – Work Session 4:15 p.m.</p>

City of Cody
Council Proceedings
Tuesday, March 7, 2017

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, March 7, 2017 at 7:00 p.m.

Present: Mayor Hall, Council Members Donny Anderson, Karen Ballinger, Landon Greer, Jerry Fritz, Glenn Nielson and Stan Wolz, City Administrator, Barry Cook, City Attorney Scott Kolpitcke and Administrative Services Officer, Cindy Baker

Absent: None

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

Council Member Fritz made a motion seconded by Council Member Anderson to approve the agenda as amended to include adding to the Consent Calendar to consider the appointment of Jackie Lee to the Veterans Memorial Committee as the World War II representative for the remaining term of Ted Lee who recently resigned due to medical issues, with the term ending 12/31/17, and consider approving the Mayor to enter into and sign a contract between the City of Cody and Tundra General Contractors LLC for emergency repairs to the Cody Chamber of Commerce Building for an amount not to exceed \$53,334.00 contingent upon the review and approval by the City Attorney. Vote was unanimous.

Chief Baker introduced Office Patrick Geraghty and Stephen O'Donnell Jr., followed by the Oath of Office administered by Cindy Baker, Administrative Services Officer.

Council Member Fritz made a motion seconded by Council Member Ballinger to approve the consent calendar as amended which includes approval of Minutes - Special Work Session Minutes from February 16, 2017 & February 23, 2017 and Regular Minutes from February 21, 2017; approve Vouchers and Payroll in the amount of \$726,797.16; award Bid #2017-01 and authorize the Mayor to enter into and sign a contract between the City of Cody and J&J Construction, LLC for the Sunset Boulevard Water Line Improvements in the amount of \$196,659.84, subject to review and approval by the City Attorney, approve the appointment of Jackie Lee to the Veterans Memorial Committee as the World War II representative for the remaining term of Ted Lee who recently resigned due to medical issues, with the term ending 12/31/17, and approve the Mayor to enter into and sign a contract between the City of Cody and Tundra General Contractors LLC for emergency repairs to the Cody Chamber of Commerce Building for an amount not to exceed \$53,334.00 contingent upon the review and approval by the City Attorney. Council Member Greer recused himself from the vote due to potential conflict of interest. Vote was unanimous by the remaining members.

ORDINANCE 2017-09 – FIRST READING

AN ORDINANCE REZONING 1625 ALGER AVENUE LOCATED WITHIN THE CITY OF CODY, PARK COUNTY, WYOMING TO LIMITED BUSINESS (D-1). Council Member Ballinger made a motion seconded by Council Member Greer to approve Ordinance 2017-01 on First Reading. Vote was unanimous.

ORDINANCE 2017-01 THIRD AND FINAL READING

AN ORDINANCE REPEALING PORTIONS OF TITLE 10, ZONING REGULATIONS, OF THE CITY OF CODY MUNICIPAL CODE. Council Member Fritz made a motion seconded by Council Member Anderson to approve Ordinance 2017-01 on Third and Final Reading. Vote was unanimous.

ORDINANCE 2017-02 – THIRD AND FINAL

AN ORDINANCE AMENDING AND ADOPTING REGULATIONS UNDER TITLE 10, ZONING REGULATION, OF THE CITY OF CODY MUNICIPAL CODE. Council Member Nielson made a motion seconded by Council Member Greer to Table Ordinance 2017-02. Voting in favor were Council Members Nielson, Fritz and Greer, voting opposed were Council Members Ballinger, Anderson, Wolz and Mayor Hall. Motion Failed. Council Member Greer made a motion seconded by Council Member Nielson to remove the registration and inspection from Ordinance 2017-02. Voting in

favor were Council Members Nielson and Greer, opposed were Council Members Ballinger, Fritz, Anderson, Wolz and Mayor Hall. Motion failed. Council Member Ballinger made a motion seconded by Council Member Anderson to approve Ordinance 2017-02 on Third and Final Reading. Voting in favor were Council Members Ballinger, Fritz, Anderson, Wolz and Mayor Hall. Opposed were Council Member Nielson and Greer. Motion carried.

ORDINANCE 2017-03- THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 9, CHAPTER 6, ARTICLE III, SECTION 27 OF THE CITY OF CODY MUNICIPAL CODE. Council Member Ballinger made a motion seconded by Council Member Wolz to approve Ordinance 2017-03 on Third and Final Reading. Vote was unanimous

ORDINANCE 2017-04- THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 9, CHAPTER 1, SECTION 2 OF THE CITY OF CODY CODE: BUILDING CONTRACTORS' EXAMINATION BOARD; ESTABLISHED; COMPOSITION; MEETINGS; APPOINTMENT AND TERMS OF OFFICE. Council Member Anderson made a motion seconded by Council Member Nielson to approve Ordinance 2017-04 on Third and Final Reading. Vote was unanimous

ORDINANCE 2017-05 – THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 9, CHAPTER 3, SECTION 7 OF THE CITY OF CODY CODE: CONTRACTORS' LICENSE INACTIVE STATUS. Council Member Greer made a motion seconded by Council Member Fritz to approve Ordinance 2017-05 on Third and Final Reading. Vote was unanimous.

RESOLUTION 2017-03
A RESOLUTION TO AMEND THE PLANNING AND ZONING FEE SCHEDULE. Council Member Ballinger made a motion seconded by Council Member Wolz to approve Resolution 2017-03. Voting in favor were Council Members Ballinger, Nielson, Fritz, Anderson, Wolz and Mayor Hall, voting opposed was Council Member Greer. Motion carried.

There being no further action Mayor Hall adjourned the meeting at 8:35 p.m.

Matt Hall
Mayor

Cindy Baker
Administrative Services Officer

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
AMERICAN FAMILY LIFE ASSUR					
	140495	AFLAC PREMIUM	03/03/2017	2,078.76	2,078.76
Total :				2,078.76	2,078.76
Total AMERICAN FAMILY LIFE ASSUR:				2,078.76	2,078.76
AMERICAN WELDING & GAS, INC.					
	04641082	ARGON RENTAL	02/28/2017	23.79	.00
	04641083	SUPPLIES	02/28/2017	53.47	.00
	04641084	CARBON DIOXIDE	02/28/2017	23.79	.00
Total :				101.05	.00
Total AMERICAN WELDING & GAS, INC.:				101.05	.00
BAILEY ENTERPRISES INCORPORATED					
	022817	Unleaded	03/07/2017	417.58	.00
	022817	Unleaded	03/07/2017	64.78	.00
	022817	Unleaded	03/07/2017	778.48	.00
	022817	Diesel	03/07/2017	15.72	.00
	022817	Unleaded	03/07/2017	56.54	.00
	022817	Diesel	03/07/2017	44.71	.00
	022817	Unleaded	03/07/2017	29.98	.00
	022817	Diesel	03/07/2017	514.95	.00
	022817	Unleaded	03/07/2017	173.73	.00
	022817	Unleaded	03/07/2017	41.12	.00
	022817	Diesel	03/07/2017	1,237.97	.00
	022817	Unleaded	03/07/2017	84.50	.00
	022817	Unleaded	03/07/2017	98.81	.00
	022817	Diesel	03/07/2017	121.06	.00
	022817	Unleaded	03/07/2017	142.03	.00
	022817	Diesel	03/07/2017	46.96	.00
	022817	Unleaded	03/07/2017	156.69	.00
Total :				4,025.61	.00
Total BAILEY ENTERPRISES INCORPORATED:				4,025.61	.00
BLACK HILLS ENERGY					
	030617	UTILITIES	03/06/2017	337.90	.00
	030617	UTILITIES	03/06/2017	893.53	.00
	030617	UTILITIES	03/06/2017	1,338.97	.00
	030617	UTILITIES	03/06/2017	1,594.10	.00
	030617	UTILITIES	03/06/2017	4,782.31	.00
	030617	UTILITIES	03/06/2017	807.80	.00
	030617	UTILITIES	03/06/2017	208.07	.00
	030617	UTILITIES	03/06/2017	433.58	.00
	030617	UTILITIES	03/06/2017	122.39	.00
	030617	UTILITIES	03/06/2017	220.33	.00
	030617	UTILITIES	03/06/2017	317.94	.00
Total :				11,056.92	.00
Total BLACK HILLS ENERGY:				11,056.92	.00
BLANKENSHIP QUALITY CONCRETE LLC					
	1067	CONCRETE	02/16/2017	1,450.10	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	1067	CONCRETE	02/16/2017	776.25	.00
Total :				2,226.35	.00
Total BLANKENSHIP QUALITY CONCRETE LLC:				2,226.35	.00
BORDER STATES INDUSTRIES, INC					
	912704368	Meter F2S 1ph 240v meter C200	03/09/2017	1,268.80	.00
	912704368	Meter F2S 1ph 240v C320 W Demand	03/09/2017	748.22	.00
Total :				2,017.02	.00
Total BORDER STATES INDUSTRIES, INC:				2,017.02	.00
BRIDGES					
	10.1226.37	REFUND UTILITY DEPOSIT	03/06/2017	414.86	.00
Total :				414.86	.00
Total BRIDGES:				414.86	.00
BRUCO, INC					
	358112	CLEANING SUPPLIES	02/21/2017	93.53	.00
Total :				93.53	.00
Total BRUCO, INC:				93.53	.00
C & C WELDING, INC					
	20572	LOADER BUCKET METAL	03/02/2017	117.29	.00
Total :				117.29	.00
Total C & C WELDING, INC:				117.29	.00
CARQUEST AUTO PARTS					
	2874-IC-32116	Credit repair parts - VM	02/09/2017	3.04-	.00
	2874-IC-32139	Credit repair parts - VM	02/13/2017	22.00-	.00
	2874-IC-32140	Credit repair parts - VM	02/13/2017	22.00-	.00
	2874-IC-32218	Repair parts - VM	02/24/2017	27.00-	.00
	2874-ID-32067	Repair parts - VM	02/02/2017	7.21	.00
	2874-ID-32067	Repair parts - VM	02/02/2017	19.94	.00
	2874-ID-32070	Repair parts - VM	02/02/2017	28.77	.00
	2874-ID-32075	Repair parts - VM	02/02/2017	79.76	.00
	2874-ID-32092	Repair parts - VM	02/06/2017	10.45	.00
	2874-ID-32106	Repair parts - VM	02/08/2017	47.40	.00
	2874-ID-32106	Repair parts - VM	02/08/2017	13.78	.00
	2874-ID-32111	Repair parts - VM	02/08/2017	85.64	.00
	2874-ID-32114	Repair parts - VM	02/09/2017	84.30	.00
	2874-ID-32115	Repair parts - VM	02/09/2017	21.70	.00
	2874-ID-32116	Repair parts - VM	02/09/2017	3.04	.00
	2874-ID-32116	Repair parts - VM	02/09/2017	2.87	.00
	2874-ID-32137	New Vehicle setup	02/13/2017	259.99	.00
	2874-ID-32140	Correct Credit - VM	02/13/2017	22.00	.00
	2874-ID-32142	Repair parts - VM	02/14/2017	25.80	.00
	2874-ID-32144	Repair parts - VM	02/14/2017	198.04	.00
	2874-ID-32156	Repair parts - VM	02/15/2017	3.80	.00
	2874-ID-32156	Repair parts - VM	02/15/2017	6.11	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	2874-ID-32159	Repair parts - VM	02/16/2017	171.33	.00
	2874-ID-32191	Repair parts - VM	02/21/2017	14.27	.00
	2874-ID-32197	Repair parts - VM	02/21/2017	43.48	.00
	2874-ID-32217	Repair parts - VM	02/24/2017	24.08	.00
	2874-ID-32220	Repair parts - VM	02/24/2017	10.43	.00
	2874-ID-32238	Repair parts - VM	02/28/2017	16.27	.00
Total :				1,126.42	.00
Total CARQUEST AUTO PARTS:				1,126.42	.00
CIRCUIT COURT					
	031317	Refund overpayment	03/13/2017	500.00	.00
Total :				500.00	.00
Total CIRCUIT COURT:				500.00	.00
CITY OF CODY					
	030117	RESTITUTION FROM TIMOTHY ROBERTS MC-1605-036	03/01/2017	50.00	.00
	030117A	RESTITUTION FROM RAY CARPENTER MC-1611-001	03/01/2017	50.00	.00
Total :				100.00	.00
Total CITY OF CODY:				100.00	.00
CLARK, RONALD W					
TOWN TAXI	032117	TIPSY TAXI VOUCHERS	03/21/2017	301.00	.00
Total :				301.00	.00
Total CLARK, RONALD W:				301.00	.00
COOK, BARRY A					
	1143	REIMBURSEMENT FOR ROTARY DUES	01/14/2017	65.00	.00
Total :				65.00	.00
Total COOK, BARRY A:				65.00	.00
COPENHAVER KATH KITCHEN KOLPITCKE LLC					
	22817	LEGAL SERVICES	03/06/2017	6,907.92	.00
Total :				6,907.92	.00
Total COPENHAVER KATH KITCHEN KOLPITCKE LLC:				6,907.92	.00
DOHOPOLSKI, JEFFREY					
	030717	REFUND CASH BOND POSTED FOR STEPHANIE FRUCIANO	03/07/2017	1,000.00	1,000.00
Total :				1,000.00	1,000.00
Total DOHOPOLSKI, JEFFREY:				1,000.00	1,000.00
DURAN, SHANE					
	20.0020.18	REFUND UTILITY DEPOSIT	02/28/2017	180.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				180.00	.00
Total DURAN, SHANE:				180.00	.00
EAGLE RECOVERY, LLC					
	12470	TOWING - CASE 17-212	03/01/2017	440.00	.00
Total :				440.00	.00
Total EAGLE RECOVERY, LLC:				440.00	.00
EASTMAN, RINDA					
	0317	PERSONAL TRAINER - REC CENTER	03/06/2017	307.58	.00
Total :				307.58	.00
Total EASTMAN, RINDA:				307.58	.00
ECOLAB INC					
	8871949	PEST CONTROL - AQUATICS	12/20/2016	236.96	.00
	9204696	PEST CONTROL - SANT/RECY	02/14/2017	56.24	.00
Total :				293.20	.00
Total ECOLAB INC:				293.20	.00
ELECTRO TEST AND MAINTENANCE, INC.					
	17-036	SUBSTATION MAINT - PENDLEY	03/06/2017	10,374.87	.00
Total :				10,374.87	.00
Total ELECTRO TEST AND MAINTENANCE, INC.:				10,374.87	.00
ENGINEERING ASSOCIATES					
	3703001/PROJ	WASTE WATER TREATMEANT FACILITY PROJECT #14111.02	03/02/2017	3,420.60	.00
Total :				3,420.60	.00
Total ENGINEERING ASSOCIATES:				3,420.60	.00
GOSMA					
SD CITY MANAGEMENT ASSOCIATIO	30117	REGISTRATION - GOSMA	03/01/2017	200.00	.00
Total :				200.00	.00
Total GOSMA:				200.00	.00
HARRIS TRUCKING AND CONSTRUCTION CO.					
	PAY APP #3 W	WASTE WATER TREATMENT FACILITY PHASE 1	03/09/2017	43,833.97	.00
	PAY APP #3 W	WASTE WATER TREATMENT FACILITY PHASE 1	03/09/2017	103,607.56	.00
	PAY APP #3 W	WASTE WATER TREATMENT FACILITY PHASE 1	03/09/2017	51,803.77	.00
	RET #3 WWTF	WWTF - PHASE 1 RETAINGE	03/13/2017	4,870.44	.00
	RET #3 WWTF	WWTF - PHASE 1 RETAINGE	03/13/2017	11,511.95	.00
	RET #3 WWTF	WWTF - PHASE 1 RETAINGE	03/13/2017	5,755.98	.00
Total :				221,383.67	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total HARRIS TRUCKING AND CONSTRUCTION CO.:				221,383.67	.00
JENSEN, SEAN W					
JENSEN PLUMBING	7241	CHAMBER BATHROOM REPAIRS	02/08/2017	108.08	.00
Total :				108.08	.00
Total JENSEN, SEAN W:				108.08	.00
KESSLER, GREGORY					
	17.7674.11	REFUND UTILITY DEPOSIT	03/09/2017	136.54	.00
Total :				136.54	.00
Total KESSLER, GREGORY:				136.54	.00
KITCHEN, SCOTT					
	030317	MILEAGE REIMBURSEMENT	03/03/2017	17.17	.00
Total :				17.17	.00
Total KITCHEN, SCOTT:				17.17	.00
KRUBECK, LUCAS					
	0317	PERSONAL TRAINER - REC CENTER	03/06/2017	144.55	.00
Total :				144.55	.00
Total KRUBECK, LUCAS:				144.55	.00
LOCAL GOVERNMENT LIABILITY POOL					
	10626	CLAIM AGAINST CITY	03/02/2017	5,000.00	.00
	10639	FY 17-18 LIABILITY PREMIUM	03/03/2017	55,517.00	.00
	10639	FY 17-18 LIABILITY PREMIUM	03/03/2017	8,549.00-	.00
Total :				51,968.00	.00
Total LOCAL GOVERNMENT LIABILITY POOL:				51,968.00	.00
LONG BUILDING TECHNOLOGIES INC					
	SRVCE008214	HEATER REPAIR	02/28/2017	224.67	.00
Total :				224.67	.00
Total LONG BUILDING TECHNOLOGIES INC:				224.67	.00
MCCLAIN, MARSHALL					
OR MCCLAIN, SHANNON	4.0860.30	REFUND UTILITY DEPOSIT	02/27/2017	173.83	.00
Total :				173.83	.00
Total MCCLAIN, MARSHALL:				173.83	.00
MCCONNELL, ERIC					
	4.2110.20	REFUND UTILITY DEPOSIT	03/03/2017	25.21	.00
Total :				25.21	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total MCCONNELL, ERIC:				25.21	.00
NCPERS WYOMING					
	02282017	PREMIUM	03/03/2017	384.00	384.00
Total :				384.00	384.00
Total NCPERS WYOMING:				384.00	384.00
NORCO, INC.					
	20580328	SUPPLIES	02/28/2017	10.98	.00
Total :				10.98	.00
Total NORCO, INC.:				10.98	.00
NYFFLER, RHONDA					
	030117	RESTITUTION FROM JENNIFER WEINGARTNER MC-1510-002	03/01/2017	200.00	.00
Total :				200.00	.00
Total NYFFLER, RHONDA:				200.00	.00
ONE-CALL OF WYOMING					
	44198	ONE CALL FEES - FEB 2017	03/05/2017	7.13	.00
	44198	ONE CALL FEES - FEB 2017	03/05/2017	7.13	.00
	44198	ONE CALL FEES - FEB 2017	03/05/2017	7.13	.00
	44198	ONE CALL FEES - FEB 2017	03/05/2017	7.11	.00
Total :				28.50	.00
Total ONE-CALL OF WYOMING:				28.50	.00
PARK COUNTY					
	195	LEC CONTRACT - DISPATCH	03/01/2017	25,985.95	.00
	195	LEC CONTRACT - CONSOLE	03/01/2017	3,184.96	.00
	195	LEC CONTRACT - UTILITIES	03/01/2017	1,448.51	.00
Total :				30,619.42	.00
Total PARK COUNTY:				30,619.42	.00
PARK COUNTY ANIMAL SHELTER					
	030117	ANIMAL SERVICE CONTRACT	03/01/2017	3,750.00	.00
Total :				3,750.00	.00
Total PARK COUNTY ANIMAL SHELTER:				3,750.00	.00
PARK COUNTY CIRCUIT COURT					
	030516	CV-2016-240	03/05/2016	362.45	362.45
Total :				362.45	362.45
Total PARK COUNTY CIRCUIT COURT:				362.45	362.45
PARK COUNTY LANDFILL					
	030117	LANDFILL CHARGES	02/28/2017	51,165.72	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				51,165.72	.00
Total PARK COUNTY LANDFILL:				51,165.72	.00
PARK COUNTY SHERIFF					
	022817	INCARCERATION - FEB 2017	02/28/2017	300.00	.00
Total :				300.00	.00
Total PARK COUNTY SHERIFF:				300.00	.00
PAUL STOCK FOUNDATION					
	30717	REFUND SWIM BLOCK CONTRIBUTION	03/07/2017	15,000.00	.00
Total :				15,000.00	.00
Total PAUL STOCK FOUNDATION:				15,000.00	.00
PAVEMENT MAINTENANCE INC					
	17-37	SNOW REMOVAL	02/01/2017	1,980.00	.00
Total :				1,980.00	.00
Total PAVEMENT MAINTENANCE INC:				1,980.00	.00
PELIS, RYAN					
	030117	RESTITUTION FORM MC-1504-021 RHIANNON THOMPSON	03/01/2017	100.00	.00
Total :				100.00	.00
Total PELIS, RYAN:				100.00	.00
POSTELL, CONSUELA					
	030117	RESTITUTION FROM KYM D ERWIN MC-1601-003	03/01/2017	100.00	.00
Total :				100.00	.00
Total POSTELL, CONSUELA:				100.00	.00
POWELL VALLEY RECYCLING					
	030117	BALING WIRE - RECYCLING CENTER	03/01/2017	1,072.00	.00
Total :				1,072.00	.00
Total POWELL VALLEY RECYCLING:				1,072.00	.00
PROVIDENT LIFE & ACCIDENT INS					
	02282017	UNUM OPTIONAL POLICIES PREMIUM	03/03/2017	167.06	167.06
Total :				167.06	167.06
Total PROVIDENT LIFE & ACCIDENT INS :				167.06	167.06
RINGLER, STEWART					
	9.1540.42	REFUND UTILITY DEPOSIT	02/28/2017	56.59	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				56.59	.00
Total RINGLER, STEWART:				56.59	.00
SANCHEZ, PEDRO					
P & E PAINTING AND LEAD REMOVAL	030117	REPAIR JACK SKATE PARKWAY	03/01/2017	700.00	.00
Total :				700.00	.00
Total SANCHEZ, PEDRO:				700.00	.00
SECRETARY OF STATE					
	030717	NOTARY APPLICATION - STAFFORD & VAN AUKEN	03/07/2017	60.00	.00
Total :				60.00	.00
Total SECRETARY OF STATE:				60.00	.00
SHOSHONE MUNICIPAL PIPELINE					
	030117	SMP WATER PURCHASE - FEB 2017	03/01/2017	102,466.68	.00
Total :				102,466.68	.00
Total SHOSHONE MUNICIPAL PIPELINE:				102,466.68	.00
SHOSHONE RECREATION DISTRICT					
	30717	REFUND SWIM BLOCK CONTRIBUTION	03/07/2017	30,000.00	.00
Total :				30,000.00	.00
Total SHOSHONE RECREATION DISTRICT:				30,000.00	.00
SYSTEMS GRAPHICS INC					
ADVANCED INFO SYSTEMS	13635	CYCLE 3 OUTSOURCING	02/28/2017	4.03	.00
ADVANCED INFO SYSTEMS	13635	CYCLE 3 OUTSOURCING	02/28/2017	48.33	.00
ADVANCED INFO SYSTEMS	13635	CYCLE 3 OUTSOURCING	02/28/2017	68.47	.00
ADVANCED INFO SYSTEMS	13635	CYCLE 3 OUTSOURCING	02/28/2017	28.20	.00
ADVANCED INFO SYSTEMS	13635	CYCLE 3 OUTSOURCING	02/28/2017	253.76	.00
ADVANCED INFO SYSTEMS	13641	CYCLE 4 OUTSOURCE BILLS	03/06/2017	2.32	.00
ADVANCED INFO SYSTEMS	13641	CYCLE 4 OUTSOURCE BILLS	03/06/2017	39.37	.00
ADVANCED INFO SYSTEMS	13641	CYCLE 4 OUTSOURCE BILLS	03/06/2017	16.21	.00
ADVANCED INFO SYSTEMS	13641	CYCLE 4 OUTSOURCE BILLS	03/06/2017	145.90	.00
ADVANCED INFO SYSTEMS	13641	CYCLE 4 OUTSOURCE BILLS	03/06/2017	27.79	.00
Total :				634.38	.00
Total SYSTEMS GRAPHICS INC:				634.38	.00
THE OFFICE SHOP INC					
	54565	COPIER CONTRACT - POLICE	02/24/2017	947.57	.00
	54807	COPIER MAINTENANCE	02/27/2017	926.36	.00
	54808	COPIER CONTRACT - COMMUNITY DEVELOPMENT	02/27/2017	46.69	.00
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.23	.00
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.22	.00
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.22	.00
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.23	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.22	.00
	54810	COPIER CONTRACT - SHOP	02/27/2017	6.22	.00
Total :				1,957.96	.00
Total THE OFFICE SHOP INC:				1,957.96	.00
U S BANK PURCHASE CARD					
	030617	Credit card swipers, notebook	03/06/2017	49.39	.00
	030617	supplies	03/06/2017	9.99	.00
	030617	supplies	03/06/2017	9.99	.00
	030617	suppleis	03/06/2017	1.33	.00
	030617	vehicle wash	03/06/2017	10.00	.00
	030617	File folders, file sorter	03/06/2017	17.21	.00
	030617	printer	03/06/2017	158.56	.00
	030617	printer	03/06/2017	61.99	.00
	030617	printer	03/06/2017	94.12	.00
	030617	utilities - BCS long distance	03/06/2017	178.97	.00
	030617	Utilities phone - TCT	03/06/2017	835.90	.00
	030617	utilities - cell phone - verizon	03/06/2017	65.27	.00
	030617	advertising	03/06/2017	340.00	.00
	030617	advertising	03/06/2017	2,307.95	.00
	030617	advertising	03/06/2017	400.00	.00
	030617	credit	03/06/2017	180.00-	.00
	030617	subscription	03/06/2017	180.00	.00
	030617	H.R. Subscription	03/06/2017	199.00	.00
	030617	Risk assessments	03/06/2017	208.12	.00
	030617	computer equipment	03/06/2017	59.95	.00
Total Administrative Services:				5,007.74	.00
	030617	dues & subscriptions	03/06/2017	108.00	.00
	030617	reagents	03/06/2017	54.66	.00
	030617	co2	03/06/2017	174.00	.00
	030617	CO2	03/06/2017	150.00	.00
	030617	new lifeguard tubes	03/06/2017	92.82	.00
	030617	safety fees	03/06/2017	20.00	.00
	030617	eggstravaganza	03/06/2017	89.68	.00
	030617	eggstravaganza	03/06/2017	91.15	.00
	030617	b-day party	03/06/2017	6.87	.00
	030617	b-day party	03/06/2017	64.35	.00
	030617	egg stravaganza	03/06/2017	97.35	.00
	030617	b-day party	03/06/2017	24.66	.00
	030617	b-day party	03/06/2017	36.29	.00
	030617	eggstravaganza	03/06/2017	22.23	.00
	030617	b-day party	03/06/2017	4.98	.00
	030617	b-day party	03/06/2017	37.85	.00
	030617	back ordered ARC participant manual	03/06/2017	39.32	.00
	030617	manikin lungs and cpr masks	03/06/2017	199.00	.00
	030617	b-day party	03/06/2017	32.99	.00
	030617	new instructor books	03/06/2017	139.80	.00
	030617	ARC new class materials	03/06/2017	492.95	.00
Total Aquatics:				1,978.95	.00
	030617	Disputed Charges C31	03/06/2017	43.17	.00
	030617	Credit for fraud charges	03/06/2017	43.17-	.00
	030617	Disputed Charges	03/06/2017	61.01	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	030617	Disputed Charges	03/06/2017	40.13	.00
	030617	Credit for fraud charges	03/06/2017	61.01-	.00
	030617	Credit for Fraud Charges	03/06/2017	40.13-	.00
Total Asset Accounts:				.00	.00
	030617	utilities - cell phone - verizon	03/06/2017	49.43	.00
Total City Administrator:				49.43	.00
	030617	Supplies for Building Dept.	03/06/2017	43.05	.00
	030617	Floor mats for Scott's vehicle	03/06/2017	10.36	.00
	030617	car wash - Scott's vehicle	03/06/2017	13.00	.00
	030617	Car Wash -Sean's vehicle	03/06/2017	13.00	.00
	030617	utilities - cell phone - verizon	03/06/2017	263.58	.00
	030617	American Planning Assn. Annual Dues	03/06/2017	469.00	.00
Total Community Development:				811.99	.00
	030617	random testing	03/06/2017	36.00	.00
	030617	Supplies	03/06/2017	14.04	.00
	030617	Shop Supplies	03/06/2017	19.61	.00
	030617	Hardware Supplies	03/06/2017	22.49	.00
	030617	Truck Supplies	03/06/2017	44.20	.00
	030617	Supplies	03/06/2017	10.07	.00
	030617	Supplies	03/06/2017	28.48	.00
	030617	Welding Shop /Supplies	03/06/2017	9.26	.00
	030617	Welding Shop /Supplies	03/06/2017	66.16	.00
	030617	Wash Explorer	03/06/2017	10.00	.00
	030617	Finish Washing Explorer	03/06/2017	5.24	.00
	030617	Fabricate streetlight vault cover - Mini Golf	03/06/2017	24.02	.00
	030617	Sheridan Ave Streetlight Repairs	03/06/2017	93.91	.00
	030617	Utilities phone - TCT	03/06/2017	86.19	.00
	030617	utilities - cell phone - verizon	03/06/2017	293.17	.00
	030617	Utilities - Century Link	03/06/2017	38.25	.00
Total Electric:				801.09	.00
	030617	flowers - memorial	03/06/2017	78.00	.00
	030617	WMPA Board Meeting Fuel Expense	03/06/2017	42.41	.00
	030617	WMPA Board Meeting Fuel Expense	03/06/2017	26.32	.00
Total Mayor-Council:				146.73	.00
	030617	Tools	03/06/2017	71.98	.00
	030617	Shop supplies	03/06/2017	119.99	.00
	030617	Materials	03/06/2017	1.70	.00
	030617	Materials	03/06/2017	3.49	.00
	030617	Supplies	03/06/2017	22.27	.00
	030617	Greenhouse supplies	03/06/2017	845.60	.00
	030617	Supplies	03/06/2017	9.49	.00
	030617	Supplies	03/06/2017	2.79	.00
	030617	Supplies	03/06/2017	63.26	.00
	030617	Chainsaw chain	03/06/2017	24.48	.00
	030617	Supplies	03/06/2017	31.97	.00
	030617	Supplies	03/06/2017	1.50	.00
	030617	Supplies	03/06/2017	1.65	.00
	030617	Materials	03/06/2017	4.29	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	030617	Supplies RETURN	03/06/2017	18.70-	.00
	030617	Supplies	03/06/2017	18.70	.00
	030617	Supplies	03/06/2017	17.98	.00
	030617	Snow equipment	03/06/2017	201.61	.00
	030617	Snow equipment	03/06/2017	1.22	.00
	030617	Snow equipment	03/06/2017	2.58	.00
	030617	Seed supplies	03/06/2017	595.69	.00
	030617	Flowers	03/06/2017	124.05	.00
	030617	Seed supplies	03/06/2017	47.52	.00
	030617	Utilities phone - TCT	03/06/2017	85.85	.00
	030617	utilities - cell phone - verizon	03/06/2017	101.88	.00
Total Parks Maintenance:				2,382.84	.00
	030617	random testing	03/06/2017	76.50	.00
	030617	random testing	03/06/2017	60.00	.00
	030617	Sewing Charges C18	03/06/2017	32.00	.00
	030617	Duty Holster C08	03/06/2017	90.00	.00
	030617	Magazine Pouch C08	03/06/2017	31.43	.00
	030617	Embroidery shirt	03/06/2017	6.00	.00
	030617	Duty Holster and Magazine Pouch	03/06/2017	133.70	.00
	030617	Duty Holster and Magazine Pouch C06	03/06/2017	170.30	.00
	030617	Duty Holster and Magazine Pouch C23	03/06/2017	30.00	.00
	030617	Embroidery fees C09	03/06/2017	12.00	.00
	030617	Shirts trousers C18 shirts C09	03/06/2017	469.91	.00
	030617	Trousers and Shirts for C13 & C18	03/06/2017	155.46	.00
	030617	Embroidery and patch removal C20	03/06/2017	137.00	.00
	030617	Magazine Pouch and Light bearing holster C14	03/06/2017	146.98	.00
	030617	Gas for Flat bead truck	03/06/2017	33.08	.00
	030617	Dual battery cartridge assembly	03/06/2017	95.74	.00
	030617	Alfalfa/Grass hay bale	03/06/2017	11.95	.00
	030617	Ammo	03/06/2017	2,548.51	.00
	030617	Heavy buffer for deer rifle	03/06/2017	34.20	.00
	030617	Bottled water and tissues	03/06/2017	30.31	.00
	030617	Evidence Labels	03/06/2017	45.49	.00
	030617	WY Court Rules for Squad Room	03/06/2017	152.10	.00
	030617	Office Supplies	03/06/2017	202.29	.00
	030617	shirts embroidered 31	03/06/2017	51.40	.00
	030617	Lunch for Sgt Testing	03/06/2017	34.00	.00
	030617	Lunch for Sgt Testing	03/06/2017	6.49	.00
	030617	Replacement keys for taser file cabinet	03/06/2017	35.00	.00
	030617	Five Training Guns	03/06/2017	215.90	.00
	030617	Returned key for Taser Cabinet - did not work	03/06/2017	2.49-	.00
	030617	Key for Taser Cabinet	03/06/2017	2.49	.00
	030617	6 sets of reversible scales	03/06/2017	112.41	.00
	030617	Car wash C01	03/06/2017	10.00	.00
	030617	Car wash C01	03/06/2017	11.00	.00
	030617	Car wash C08	03/06/2017	9.00	.00
	030617	Car wash C08	03/06/2017	9.00	.00
	030617	Car wash C08	03/06/2017	9.00	.00
	030617	Car wash C25	03/06/2017	10.00	.00
	030617	Car wash C05	03/06/2017	9.00	.00
	030617	Car wash C23	03/06/2017	9.00	.00
	030617	Car wash C21	03/06/2017	9.00	.00
	030617	Car wash C21	03/06/2017	9.00	.00
	030617	Car Wash C21	03/06/2017	9.00	.00
	030617	Car wash C11	03/06/2017	10.00	.00
	030617	Car wash C19	03/06/2017	10.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	030617	Car wash C04	03/06/2017	11.00	.00
	030617	Car wash C16	03/06/2017	9.00	.00
	030617	Car wash C24	03/06/2017	7.02	.00
	030617	Car wash C03	03/06/2017	9.00	.00
	030617	Car wash C14	03/06/2017	10.00	.00
	030617	Car wash C17	03/06/2017	9.00	.00
	030617	Car Wash C07	03/06/2017	9.00	.00
	030617	Car wash C07	03/06/2017	11.00	.00
	030617	Car wash C07	03/06/2017	9.00	.00
	030617	2 rolls stamps	03/06/2017	98.00	.00
	030617	Evidence Shipping	03/06/2017	19.91	.00
	030617	Evidence Shipping	03/06/2017	9.71	.00
	030617	Evidence Shipping	03/06/2017	9.71	.00
	030617	Utilities phone - TCT	03/06/2017	56.45	.00
	030617	utilities - cell phone - verizon	03/06/2017	1,451.20	.00
	030617	Utilities - Century Link	03/06/2017	38.25	.00
	030617	exam - employment	03/06/2017	316.00	.00
	030617	Blood Draw Case 16-1581	03/06/2017	194.05	.00
	030617	National Tactical Officers Association Dues	03/06/2017	150.00	.00
	030617	printer	03/06/2017	239.99	.00
	030617	40 Magazines	03/06/2017	767.55	.00
Total Police Department:				8,717.99	.00
	030617	utility knife	03/06/2017	7.99	.00
	030617	equipment	03/06/2017	53.00	.00
	030617	cleaning supplies	03/06/2017	19.98	.00
	030617	credit for part returned	03/06/2017	14.98-	.00
	030617	paint	03/06/2017	14.98	.00
	030617	part returned	03/06/2017	14.97	.00
	030617	custodial supplies	03/06/2017	1,864.86	.00
	030617	cleaning supplies	03/06/2017	58.41	.00
	030617	cleaning supplies	03/06/2017	35.68	.00
	030617	repair plumbing at rec	03/06/2017	12.19	.00
	030617	caulk for rec center	03/06/2017	3.98	.00
	030617	repairs to rec center	03/06/2017	16.99	.00
	030617	sr center roof leak	03/06/2017	21.98	.00
	030617	shower for therapy room	03/06/2017	1,236.72	.00
	030617	repair leak at Sr. Center	03/06/2017	11.99	.00
	030617	heater at chamber building	03/06/2017	1,055.17	.00
	030617	lights for auditorium	03/06/2017	57.60	.00
	030617	repair aud. chairs	03/06/2017	5.98	.00
	030617	Utilities phone - TCT	03/06/2017	91.15	.00
	030617	utilities - cell phone - verizon	03/06/2017	61.59	.00
	030617	rugs and towels at rec	03/06/2017	13.78	.00
	030617	rugs at city hall	03/06/2017	73.34	.00
	030617	rugs for auditorium	03/06/2017	117.36	.00
	030617	rec center security system	03/06/2017	108.00	.00
Total Public Facilities:				4,942.71	.00
	030617	ASAP / KOM 1st aid training	03/06/2017	27.00	.00
	030617	ASAP/ KOM 1st aid training	03/06/2017	27.00	.00
	030617	Robotics training	03/06/2017	30.00	.00
	030617	robotics training	03/06/2017	30.00	.00
	030617	random testing	03/06/2017	13.50	.00
	030617	office supplies	03/06/2017	27.11	.00
	030617	office supplies	03/06/2017	107.37	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	030617	office supplies	03/06/2017	99.00	.00
	030617	EFT contracts	03/06/2017	212.00	.00
	030617	ASAP training	03/06/2017	26.00	.00
	030617	Jr. Master Gardner Curriculum	03/06/2017	114.76	.00
	030617	ASAP snack supplies	03/06/2017	164.37	.00
	030617	parts for bicep/tricep machine	03/06/2017	5.93	.00
	030617	equipment repair	03/06/2017	64.50	.00
	030617	Wiffle Ball league	03/06/2017	25.26	.00
	030617	Wiffle Ball league	03/06/2017	56.49	.00
	030617	flip scoreboard and nets for volleyball	03/06/2017	557.65	.00
	030617	Wiffle Ball league	03/06/2017	37.95	.00
	030617	mini ball hoops, rec programming	03/06/2017	37.40	.00
	030617	agility boards, rec programs	03/06/2017	93.98	.00
	030617	Parachute for programs	03/06/2017	81.77	.00
	030617	Krafty Kidz class	03/06/2017	31.32	.00
	030617	Utilities phone - TCT	03/06/2017	471.90	.00
	030617	utilities - cell phone - verizon	03/06/2017	110.04	.00
	030617	advertising	03/06/2017	800.00	.00
	030617	advertising	03/06/2017	470.00	.00
	030617	advertising	03/06/2017	170.00	.00
	030617	fitness music	03/06/2017	9.99	.00
	030617	rugs and towels at rec	03/06/2017	82.00	.00
Total Recreation Center:				3,984.29	.00
	030617	random testing	03/06/2017	40.50	.00
	030617	propane	03/06/2017	21.00	.00
	030617	brush and handle	03/06/2017	18.87	.00
	030617	propane	03/06/2017	18.60	.00
	030617	propane	03/06/2017	48.60	.00
	030617	truck soap	03/06/2017	380.00	.00
	030617	propane	03/06/2017	22.78	.00
	030617	glass cleaner, fittings	03/06/2017	18.82	.00
	030617	ear plugs	03/06/2017	37.10	.00
	030617	service truck dumpster bracket adjustment	03/06/2017	273.61	.00
	030617	DEF fluid	03/06/2017	101.95	.00
	030617	Utilities phone - TCT	03/06/2017	84.68	.00
	030617	utilities - cell phone - verizon	03/06/2017	49.43	.00
Total Solid Waste:				1,115.94	.00
	030617	Pavement Maintenance Training	03/06/2017	165.00	.00
	030617	Workzone Safety Training	03/06/2017	260.00	.00
	030617	3 meals T2 class buffalo, Tim M, Rob K, Tyler P.	03/06/2017	41.56	.00
	030617	Breakfast class buffalo	03/06/2017	18.74	.00
	030617	Room Tyler P class buffalo	03/06/2017	97.37	.00
	030617	Room Tim M Class buffalo	03/06/2017	97.37	.00
	030617	Room Rob K Buffalo class	03/06/2017	97.37	.00
	030617	random testing	03/06/2017	40.50	.00
	030617	3 meals T2 class buffalo, Tim M, Rob K, Tyler P.	03/06/2017	48.98	.00
	030617	Def fluid streets	03/06/2017	136.95	.00
	030617	Fuel Casper	03/06/2017	49.00	.00
	030617	Gas Buffalo trip	03/06/2017	19.00	.00
	030617	Tow ropes and chain	03/06/2017	651.82	.00
	030617	Parking block lags	03/06/2017	279.60	.00
	030617	supplies	03/06/2017	5.22	.00
	030617	supplies	03/06/2017	2.97	.00
	030617	Paint rollers	03/06/2017	6.99	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	030617	Back door threshold	03/06/2017	14.99	.00
	030617	Brent boots	03/06/2017	179.99	.00
	030617	sink wash bay	03/06/2017	44.99	.00
	030617	sink wash bay	03/06/2017	18.77	.00
	030617	Laundry tub	03/06/2017	37.76	.00
	030617	sink repair wash bay	03/06/2017	55.84	.00
	030617	Snow blower repairs	03/06/2017	157.58	.00
	030617	rebar	03/06/2017	25.95	.00
	030617	Pothole patch	03/06/2017	1,752.94	.00
	030617	Credit pallet return	03/06/2017	31.78-	.00
	030617	Sign cutting tools	03/06/2017	21.57	.00
	030617	Utilities phone - TCT	03/06/2017	166.72	.00
	030617	utilities - cell phone - verizon	03/06/2017	101.04	.00
	030617	Lift rental Christmas decorations	03/06/2017	201.00	.00
	030617	Credit parts return	03/06/2017	217.36-	.00
	030617	Parts 624 loader engine repair	03/06/2017	47.23	.00
Total Streets:				4,595.67	.00
	030617	random testing	03/06/2017	4.50	.00
	030617	tools, parts, nerf bars	03/06/2017	51.79	.00
	030617	Parts delivery C02	03/06/2017	13.65	.00
	030617	Hyd fittings	03/06/2017	41.48	.00
	030617	Hyd fittings	03/06/2017	53.11	.00
	030617	Parts delivery Billings	03/06/2017	22.77	.00
	030617	Parts delivery Billings	03/06/2017	22.77	.00
	030617	Parts pickup billings	03/06/2017	22.77	.00
	030617	supplies	03/06/2017	13.12	.00
	030617	tools, parts, nerf bars	03/06/2017	174.70	.00
	030617	shop supplies	03/06/2017	34.35	.00
	030617	shop supplies	03/06/2017	15.99	.00
	030617	Parts washer fuses	03/06/2017	21.11	.00
	030617	Utilities phone - TCT	03/06/2017	42.91	.00
	030617	utilities - cell phone - verizon	03/06/2017	39.97	.00
	030617	Hyd fittings	03/06/2017	114.88	.00
	030617	B03 belt tensioner	03/06/2017	77.90	.00
	030617	B37 door handle	03/06/2017	59.97	.00
	030617	B03 water pump pulley	03/06/2017	176.17	.00
	030617	Credit parts return	03/06/2017	80.51-	.00
	030617	Diode	03/06/2017	16.63	.00
	030617	Ho3 Filler cap	03/06/2017	71.54	.00
	030617	H03 repairs snap ring	03/06/2017	15.72	.00
	030617	A04 repairs	03/06/2017	285.08	.00
	030617	Parts delivery Billings	03/06/2017	22.77	.00
	030617	Injector electric truck	03/06/2017	797.61	.00
	030617	G08 latches	03/06/2017	327.81	.00
	030617	A04 tires	03/06/2017	239.60	.00
	030617	J31 Knob	03/06/2017	8.26	.00
	030617	C01 Hyd hose	03/06/2017	72.89	.00
	030617	tools, parts, nerf bars	03/06/2017	171.58	.00
	030617	repair parts B30	03/06/2017	170.00	.00
	030617	15/40 oil	03/06/2017	567.55	.00
	030617	15/40 oil	03/06/2017	567.55	.00
	030617	Speedometer repair B24	03/06/2017	225.00	.00
	030617	tools, parts, nerf bars	03/06/2017	188.00	.00
	030617	G08 flat repair	03/06/2017	133.90	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total Vehicle Maintenance:				4,804.89	.00
	030617	supplies	03/06/2017	26.95	.00
	030617	returned 1 bag of lime	03/06/2017	16.99-	.00
	030617	lime and scoop	03/06/2017	44.47	.00
	030617	nuts and bolts - discharge building	03/06/2017	5.50	.00
	030617	blades, 2''' cap	03/06/2017	6.99	.00
	030617	blower belt for north lift	03/06/2017	5.66	.00
	030617	expandible insulation - float repair for aerator	03/06/2017	4.79	.00
	030617	Utilities phone - TCT	03/06/2017	17.68	.00
	030617	utilities - cell phone - verizon	03/06/2017	95.78	.00
	030617	excavator rental - sso bus barn ROW	03/06/2017	225.75	.00
	030617	fuel for travel to Billings for sewer treatment inspection trip	03/06/2017	23.53	.00
	030617	travel meal	03/06/2017	14.31	.00
	030617	travel meals x 2	03/06/2017	36.63	.00
	030617	parking at Billings airport	03/06/2017	27.00	.00
	030617	travel meal	03/06/2017	6.45	.00
Total Wastewater:				524.50	.00
	030617	random testing	03/06/2017	22.50	.00
	030617	boots	03/06/2017	180.00	.00
	030617	boots	03/06/2017	180.00	.00
	030617	boots	03/06/2017	180.00	.00
	030617	supplies	03/06/2017	12.87	.00
	030617	paint	03/06/2017	54.81	.00
	030617	marking paint	03/06/2017	365.40	.00
	030617	pump rope packing for RW pumps	03/06/2017	31.20	.00
	030617	blades, 2''' cap	03/06/2017	1.79	.00
	030617	water sample shipping	03/06/2017	51.81	.00
	030617	water sample shipping	03/06/2017	51.81	.00
	030617	Utilities phone - TCT	03/06/2017	25.26	.00
	030617	utilities - cell phone - verizon	03/06/2017	120.00	.00
	030617	hydrant rings and seals	03/06/2017	188.71	.00
Total Water:				1,466.16	.00
Total U S BANK PURCHASE CARD:				41,330.92	.00
U S POST OFFICE					
	022017	BUSINESS REPLY PERMIT - ANNUAL FEE	02/20/2017	225.00	.00
	022017A	BRM ANNUAL MAINTENANCE	02/20/2017	685.00	.00
Total :				910.00	.00
Total U S POST OFFICE:				910.00	.00
UNUM LIFE INSURANCE - LIFE					
	02282017	UNUM Life Insurance Premium	03/03/2017	1,686.12	1,686.12
Total :				1,686.12	1,686.12
Total UNUM LIFE INSURANCE - LIFE:				1,686.12	1,686.12
WESCO RECEIVABLES CORP					
	082675	SYSTEM MAINTENANCE EQUIPMENT FREIGHT	02/21/2017	129.32	.00
	084569	SYSTEM MAINTENANCE	02/28/2017	165.60	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				294.92	.00
Total WESCO RECEIVABLES CORP:				294.92	.00
WYOMING CONFERENCE OF BUILDING OFFICIALS					
	031317	WCBO CONFERENCE REGISTRATION	03/13/2017	150.00	.00
Total :				150.00	.00
Total WYOMING CONFERENCE OF BUILDING OFFICIALS:				150.00	.00
WYOMING DEPARTMENT OF TRANSPORTATION					
WYDOT FINANCIAL SERVICES	0000087772	CITATION BOOKS	03/02/2017	138.75	.00
Total :				138.75	.00
Total WYOMING DEPARTMENT OF TRANSPORTATION:				138.75	.00
WYOMING DEPARTMENT OF WORKFORCE SERVICES					
WORKERS COMPENSATION DIV	02282017	CONTRIBUTIONS	03/03/2017	6,148.06	6,148.06
WORKERS COMPENSATION DIV	02282017	VOLUNTEERS PD	03/03/2017	8.75	8.75
Total :				6,156.81	6,156.81
Total WYOMING DEPARTMENT OF WORKFORCE SERVICES:				6,156.81	6,156.81
WYOMING MUNICIPAL POWER AGENCY					
	022817	POWER PURCHASE - FEB 2017	02/28/2017	760,079.36	.00
Total :				760,079.36	.00
Total WYOMING MUNICIPAL POWER AGENCY:				760,079.36	.00
WYOMING RETIREMENT SYSTEM					
	137695-7	CONTRIBUTIONS -	03/03/2017	68,692.47	68,692.47
Total :				68,692.47	68,692.47
Total WYOMING RETIREMENT SYSTEM:				68,692.47	68,692.47
YELLOWSTONE REGIONAL AIRPORT					
	03012017	AIRPORT FUNDING	03/01/2017	16,114.50	.00
Total :				16,114.50	.00
Total YELLOWSTONE REGIONAL AIRPORT:				16,114.50	.00
Grand Totals:				1,458,199.29	80,527.67
			Payroll 03/08/17	226,404.11	
				1,684,603.40	

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, however Agenda Request Forms must be submitted no later than the Monday of the previous week for consideration at 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 Dale Naupok

Organization Represented Cody Fire Department

Date you wish to appear before the Council _____

Mailing Address 1125 11th St Telephone _____

E-Mail Address _____

Preferred form of contact: Telephone 307-250-2078 E-Mail _____

Names of all individuals who will speak on this topic _____

Event Title (if applicable) Cody Fire School

Date(s) of Event (if applicable) 5-7 May

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Closing 11th St from Sheridan to Beck from 8 a.m. 5 May to 5 p.m. 7 May

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

Signature Dale Naupok Date 8 March 2011

Professional Tree Trimming Services Contract

This contract is an agreement between Arbor Solutions Tree Care, herein referred to as the contractor, and the City of Cody, herein after referred to as the client. Contractor and client detailed in the following specifications. A work order will be supplied to the client each time work is done. All work to be completed by the contractor will commence only after receiving a City of Cody Work Order. The contractor will sign and date the Work Order at the completion of the work and note any challenges. The client agrees to pay the charges specified herein.

Tree Trimming Services

- A. Aerial trimming and removal:** For all scheduled work, contractor will supply wood removal, certified arborist, ground man, all additional equipment and safety equipment to perform the job. The agreed upon rate will be \$100.00 per hour, plus any fees incurred for disposal of wood products.
- B. Ground Trimming and Removal:** For all scheduled work contractor will supply a two man crew, wood removal, all necessary equipment and safety equipment to perform the job. The agreed upon rate will be \$100.00 per hour, plus any fees incurred for disposal of wood products.
- C. Stump Grinding:** For all scheduled work contractor will supply a two man crew, stump grinder, chip removal, all necessary equipment and safety equipment to perform the job. The agreed upon rate will be \$50.00 per hour, plus any fees incurred for disposal of wood products.
- D. Emergency Work:** Work will be considered emergency work; 1.) If work is not scheduled by the client with contractor at least five days in advance of work needing to be done. 2.) If client requires work to be done during holidays, weekends, or non business hours. Emergency work will be charged at agreed upon rate of \$35.00 per hour, plus any fees incurred for disposal of wood products.

Insurance, Licenses, Permits, Liabilities:

- A.** The contractor will carry liability amounts and workmen's compensation coverage on his operators and employees and require same of any sub-contractors and provide proof of it to the client. The contractor is responsible for obtaining any licenses and/or permits required by law for activities on client's property.

Property Description, Length of Contract and Conditions:

- A. This contract is for tree trimming services for property located and described as The City of Cody (Water, Street and Parks Departments)
- B. The term of the contract is for 1 year beginning 4/1/2017 and ending 8/31/2017. Client or contractor can cancel this contract at any time by giving thirty (30) day written notice.
- C. The client will receive an invoice at the end of the month and payment is due within 30 days from the date of the invoice.

I have read fully the above terms and conditions and agree to be bound by them.

In witness whereof, the parties to this contract have signed and executed it as indicated.

Client

Date

Contractor

Date

MEETING DATE: MARCH, 21, 2017
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: CINDY BAKER,
ADMINISTRATIVE SERVICES OFFICER
DEPT. DIR. APPROVAL: _____
CITY ADM. APPROVAL: _____

AGENDA ITEM SUMMARY REPORT

WAM-JPIC Board of Directors Nomination

ACTION TO BE TAKEN:

Nominate to the WAM-JPIC Board of Directors Mayor of Evansville, Phil Hinds; Treasurer of Town of Glenrock, Andrew Sabai; and LGLP Representative, Judy Just for three year terms and Clerk/Treasurer of Town of Lingle, Michele Sussex; for one year term.

SUMMARY OF INFORMATION:

We are a member of the Wyoming Association of Municipalities Joint Powers Insurance Coverage Board and there are four board positions that will be up for re-election as of April 30, 2017. We have been asked to submit nominations to fill the vacancies on the board. It is my recommendation that we nominate the board members whose terms are expiring. Phil and Andrew currently serve on the board and I have visited with each of them and they are all willing to serve for another term. I also would recommend that this board continue to have a representative from LGLP, and in this case Judy Just if nominated would be replacing Mark Pring. This representation from this board, in the past has brought comments, concerns and recommendations utilizing his/her knowledge with working with claims.

The WAM-JPIC Board of Directors is a very fiscally minded group who makes smart, but difficult decisions regarding the rate structure and benefits of our health insurance program. We normally have between 6 to 12 months of reserves to pay claims which are very good considering how unpredictable health care costs can be.

FISCAL IMPACT

No direct fiscal impact.

ALTERNATIVES

Choose to nominate others.

ATTACHMENTS

Information received by WAM.

AGENDA ITEM NO. _____



WAM-JPIC

Partners for Health

tel: 307.632.0398

fax: 307.632.1942

TO: Member Entities – Mayors, Administrators, Chairperson, and Clerks

FROM: Earla Checchi, Finance Manager *EC*

DATE: March 1, 2017

SUBJECT: WAM-JPIC Board of Directors Election

Enclosed please find an official ballot for the election of Directors to the WAM-JPIC Board. The governing body of every participating member entity may vote for each opening. Please make your choice, sign, and return to our office.

The ballot must be received in the WAM Office on or before Friday, March 24, 2017.

Please Mail/Fax your ballot to the WAM Office:

WAM

**315 W. 27th Street
Cheyenne, WY 82001**

Or

Fax: 307-632-1942





WAM-JPIC
Partners for Health

tel: 307.632.0398
fax: 307.632.1942

OFFICIAL BALLOT
WAM-JPIC BOARD OF DIRECTORS

There are four (4) positions to be filled on the WAM-JPIC Board of Directors. The governing body of every participating member entity may vote for each opening as described below.

TOWN SEAT – Please vote for two (2) – Three Year Term

Andrew Sibai, Treasurer, Town of Glenrock _____

Phil Hinds, Mayor, Town of Evansville _____

Michele Sussex, Clerk/Treasurer, Town of Lingle _____

TOWN SEAT – Please vote for one (1) – One Year Term

Michele Sussex, Clerk/Treasurer, Town of Lingle _____

At-Large Seat – Please vote for one (1) – Three Year Term

Judy Just, Loss Control Representative, Local Government Liability Pool _____

Tony Cross, Human Resource Manager, Jackson Hole Airport _____

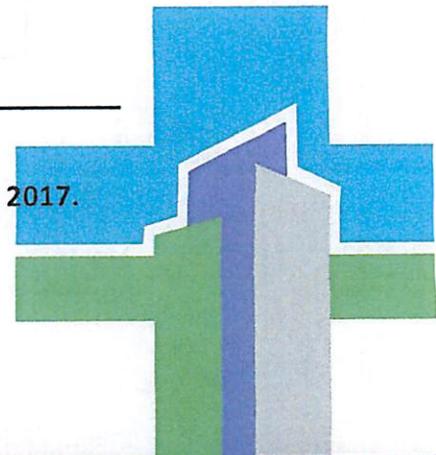
MAYOR/CHAIRPERSON/MANAGER: _____

ATTEST: _____

MEMBER ENTITY: _____

**PLEASE RETURN THIS BALLOT BY MAIL OR FAX
TO THE WAM OFFICE ON OR BEFORE, FRIDAY, MARCH 24, 2017.**

**WAM
315 W. 27TH STREET, CHEYENNE, WY 82001
OR FAX: 307-63-1942**



Andrew Sibai Bio

Treasurer for the Town of Glenrock since July 2015

Clerk/Treasurer for the Town of Fort Laramie March 2013-July 2015

Graduated with a Bachelor's of Science degree in Business Administration with a focus in *Management* from the University of Colorado Denver May 2011.

Owned and operated The Hungry Cowboy Restaurant and Bar in Fort Laramie June 2010-July 2015

WAMCAT board member since October 2014

Enjoy playing the Drums, investing in stocks, and wakeboarding

Phil Hinds, biography

Raised in Laramie, graduated H.S. in 1960. I have some college, but no degree. I became a printer in 1966. Purchased my own business, Oil City Printers, in 1988 and still run it with the able assistance of my wife, Carolyn, who keeps me out of trouble.

Three kids, ages 40, 33 and 31.

I moved to Evansville in 1985. Was appointed to the town council in 1991, and elected to a 4-year term the following year. Lost mayoral bid in 1996 and was politically inactive for the next eight years.

Elected Mayor in 2004, and have served in that capacity ever since.

Phil has served on the WAM-JPIC Board since 2008.

Michele has over 25 years' experience in the municipal and corporate management arena. Her expertise is in Human Resources and Public Works, where she managed insurance claims, health care reform, FMLA and Risk Management issues. Some of her experience includes working for a major Storage Technology Corporation, managing a Business Unit which produced power systems for specific information systems, leading the Business Unit through team building, expansions and ISO certifications. Michele was also the Art Gallery Director of multiple Art Galleries for a major artist in the Hawaii & California Area, in which she traveled extensively throughout the United States handling all business issues. Michele moved to WY in 2013 and currently holds the position of Clerk/Treasurer for the Town of Lingle, WY.

Michele holds certifications from the University of Washington and the University of Hawaii in Business Administration, as well as many other certifications in Public Works, Public Safety and Substance Abuse.

Michele lives in Torrington with her husband; together they have 6 children and 7 grandchildren. Together they enjoy outdoor activities such as gardening and spending time with their families.

Thanks,

Michele V. Sussex

Clerk/Treasurer

Town of Lingle

PO Box 448; Lingle WY 82223

307-837-2422

307-837-2148 (fax)

lingletown@hotmail.com

Judi Just is a Wyoming native. She received an associate degree in Accounting from the Laramie County Community College and has received her PHR (Professional Human Resources) and SHRM-CP (Society of Human Resources Certified Professional).

Judi joined the staff at LGLP July 2012 as Loss Control Representative. Prior to joining LGLP she was employed by the City of Cheyenne in the HR department as a Benefits Specialist and Payroll Tech. She *was responsible for* all areas of the City of Cheyenne benefits including Health, Dental, Life, LTD and AFLAC. She was chaired the Insurance, Wellness and Sick Bank Committees. During her employment, the City was Health Insurance plan was self-insured for several years and then the City went to fully insured plan.

Judi has also worked for EBenefits which she provided quotes for mainly small businesses across WY and as a liaison between the insurance companies and the insured. EBenefits were brokers for multiple health, dental and life insurance companies.

She also has maintained benefits for Children's Dentistry, Cheyenne Chamber of Commerce and GrobetUSA .

Tony Cross
1250 E. Airport Road
Jackson, WY 83001
tony.cross@jhairport.org

SUMMARY

I have over 20 years of experience in Human Resources, including HR management, employee relations, HRIS management, compensation, recruiting, policy development and benefits administration. I have a demonstrated record of success as a manager and in working with all levels of staff across multiple continents. What I find most rewarding is the opportunity to help people find satisfaction in their work and to play a direct role in *shaping company culture* and growth.

EMPLOYMENT HISTORY

Jackson Hole Airport, Jackson, WY 2014 – present

Manager of Human Resources

- Manage Human Resources for the busiest airport in Wyoming.
- Responsible for recruiting, retention, employee relations, policy development, employee benefits and all special projects relating to staff.
- Responsible for all conflict resolution and progressive disciplinary action issues.
- Work with Executive Director and Board of Directors on HR strategy and policy.

Jackson Whole Grocer, Jackson, WY 2013 – 2014

Director of Human Resources

- Responsible for the entire Human Resources function for this locally owned grocery store with approximately 175 employees.
- Manage recruiting, employee relations, policy development, performance review process, disciplinary action, and employee benefits.
- Develop training programs. Counsel and develop department managers.
- Responsible for recruiting for all positions in an extremely challenging employment market.

Babcock & Brown LP, San Francisco, CA 2002 – 2011

North American Human Resources Manager (January, 2010 – July, 2011)

- Manage all HR activity for North American region, including employee relations, legal compliance, policy development, compensation, budgeting and reporting.
- Manage redundancy plan and oversee staffing decisions for the region.
- Lead and resolve all employee relations matters, interfacing with internal and external counsel when necessary.
- Provide HR guidance in asset and business sale processes.
- Oversee regional and global HR reporting.
- Oversee and administer Compensation and Benefits programs, and plan strategy accordingly.
- Wind down all HR operations for the company (1,600 employees at its peak).

Global HRIS Manager (February, 2006 – December 2009)

- Responsible for the implementation and management of the Global HRIS, including project management, system development, and training for HR staff.
- Work closely with Global HR Director and other senior management to initiate system developments that support and enhance global HR strategy and policy.
- Work with HR staff in all regions (Asia Pacific, North America, and EMEA) and at all levels to coordinate and plan system implementation, training, and ongoing development.
- Responsible for global reporting, including quarterly reports on employee statistics presented

- to the Board of Directors and used for disclosure of employee information to public markets.
- Manage highly confidential information, including global compensation and bonus records.
- Oversee the training of over 400 employees on Employee Self-Service.
- Act as the primary interface with local and international IT staff and outside vendors.

HR Generalist (August, 2002 – February, 2006)

- Coordinate and provide Human Resources services for the U.S. offices, including employee relations, communication of policies and procedures, handling confidential information, and interacting with employees at all levels of the organization.
- Design and recommend policy changes and/or updates to U.S. HR Manager.
- Manage and maintain HR data for reporting, tracking, analysis and legal requirements.
- Coordinate new hire process for North America.

Smith, Hampton & Devlin, San Francisco

2001 – 2002

Consultant

- Create business development procedures. Meet with potential clients.
- Recruit for permanent positions. Screen, interview and present candidates to clients.
- Work with Owner on special projects, including the creation of office manuals, financial research, development of procedures, and staff management.

Rare Medium, Inc., San Francisco

2000 – 2001

Business Manager, Venture Strategy

- Oversee Operations and Human Resources for the Venture Strategy unit of Rare Medium, a publicly traded company with over \$100M in annual revenues.
- Responsible for employee relations, compensation, counseling, performance review, recruitment, compensation administration, and employee orientation.
- Oversee financial forecasting and budgeting.
- Improve the group's operational and financial performance by creating streamlined processes and procedures (including investment tracking, revenue recognition, time tracking, etc.).

Mann Consulting, San Francisco

1998 – 2000

Operations Manager

- Oversee Human Resources and business operations (Accounting, Facilities, and Purchasing). Manage administrative and technical staff.
- Develop operational practices in a start-up environment, including employee relations, performance review process, training, accounting and financial reporting systems.
- Oversee client, account and project management.
- Increased client contracts by 300% during year one.

EDUCATION

- Sarah Lawrence College, Bronxville, NY
- Oberlin Conservatory of Music, Oberlin, OH

OTHER

- Excellent interpersonal and communication skills.
- Highly motivated self-starter who can work well independently or within a group.
- Experience in photography, social media, production, location scouting and have been a musician since age 4.
- Avid outdoors enthusiast.

MEETING DATE: MARCH 21, 2017
DEPARTMENT: PARKS, RECREATION &
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: RICK MANCHESTER

**FRAC- Food Research and Action
Wyoming Afterschool Alliance Grant
City Council Agenda Item Summary Report**

ACTION TO BE TAKEN

To request Council to authorize the Mayor to enter into a grant agreement with the Food Research and Action Center.

SUMMARY OF INFORMATION

The Recreation Department has been awarded a grant for \$2,587.50 to provide light healthy breakfasts to its Kidz on the Move participants. Breakfast will start at 7:30 am and end at 8 am.

Kidz on the Move is a Summer Camp that runs from 7am until 6pm Monday through Friday. It will begin on May 30th and will end on August 18, 2017.

Each morning we will provide a light breakfast for any of the Camp participants who are interested.

FISCAL IMPACT

Offsetting revenue and expense of \$2,587.50

ALTERNATIVES

1. Enter into Agreement
2. Deny the request

ATTACHMENTS

FRAC Grant

AGENDA & SUMMARY REPORT TO

Rick Manchester, Parks, Recreation & Public Facilities Director (307) 587-0400
Mike Fink, Public Facilities and Recreation Superintendent (307) 587-0400
Kym Quinn, Youth Recreation Coordinator (307)587-0400



933 Main Street, Suite 7
Lander, WY 82520
307.335.WYAA (9922)
wyafterschoolalliance.org

March 10, 2017

Kim Quinn
City of Cody Parks and Recreation Afterschool Program
PO Box 2200
Cody, WY 82414

Dear Kim:

The Wyoming Afterschool Alliance (WYAA) is pleased to inform you that your organization has been awarded a grant in the amount of \$2,587.50 to be used for the City of Cody Parks and Recreation Afterschool Program. This award is made possible through *the Food Research and Action Center (FRAC)*, *the Entertainment Industry Foundation (EIF)* and *The Albertson's Companies Foundation*. The terms of the grant are set forth below and in the accompanying grant agreement.

This letter confirms that the grant award check will be issued upon receipt of your signed Grant Agreement. Keep a copy of this letter for your own records. Please read this letter carefully (including the accompanying Grant Agreement) to assure that there is mutual understanding as to the purpose of the grant and all the terms thereof.

WYAA is acting on behalf of EIF and The Albertons Companies Foundation. FRAC provided the funds that must be used entirely to support the initiative of your proposal.

The Wyoming Afterschool Alliance looks forward to an effective partnership with your organization as we work together to meet the changing needs of youth in our communities. Again, congratulations!

Our very best wishes,

A handwritten signature in blue ink that reads 'Linda Barton'.

Linda Barton
Director

Grant Agreement

The City of Cody Parks and Recreation Afterschool Program herein referred to as Subgrantee, hereby agrees to the following grant conditions:

1. Subgrantee shall use the funds only for the designated purpose as described in the grant application and subsequent grant award letter. Subgrantee must seek approval from the Wyoming Afterschool Alliance, hereinafter referred to as WYAA, to spend funds on items not listed in the grant application.
2. Subgrantee shall maintain books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which, and manner in which, grant funds have been expended.
3. Subgrantee shall spend all funds by December 15, 2017. Any unspent portion of the grant shall be returned to WYAA.
4. Subgrantee will submit the following:
 - a. **June 30, 2017** - A written Interim Progress report on how Grant funds have been used.
 - b. **December 15, 2017** - A written Final Report consisting of narrative and financial reports.
 - i. The narrative should provide data on the impact in your community, including: Number of children served; Number of meals provided; Activities/lessons incorporated; Photos
 - ii. The financial report should indicate how Grant funds were used
5. All Copyright interests in materials produced as a result of this grant are owned by Subgrantee. Subgrantee grants to the WYAA a nonexclusive, irrevocable, perpetual, royalty-free license to reproduce, publish, republish, summarize, excerpt or otherwise use and license others to use, in print or electronic form, including in electronic databases or in any future form not yet discovered or implemented, and all such materials produced in connection with this grant.

I have read this letter and agree to the conditions therein. By signing below, I am indicating our acceptance of a grant from the Wyoming Afterschool Alliance for \$2,587.50.

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

MEETING DATE: MARCH 21, 2017
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: ANNALEA AVERY
ASST. ADMIN SERVICES OFFICER
DEPT. DIR. APPROVAL: _____
CITY ADM. APPROVAL: _____

AGENDA ITEM SUMMARY REPORT

Request for New Restaurant Liquor License

ACTION TO BE TAKEN:

Approve the request for a New Restaurant Liquor License

SUMMARY OF INFORMATION:

Johanna Cardenas dba Michael's Tacos would like to apply for a new restaurant liquor license for the license term 03/22/2017-07/31/2017.

FISCAL IMPACT

Receive \$333.33 in prorated fees and \$1000 for the renewal of the annual restaurant liquor license permit fee, no negative impact.

ALTERNATIVES

1. Approve the restaurant liquor license
2. Deny the restaurant liquor license

ATTACHMENTS

Agenda request form, liquor license application, drawing, lease, statement of financial stability, food service permit application

AGENDA & SUMMARY REPORT TO:

Johanna Cardenas dba Michael's Tacos

AGENDA ITEM NO. _____

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

To be completed by the City/Town or County Clerk:

Date Filed With Clerk: 2 1 22 1 17

	Annual Fee	Prorated Fee
Basic Fee:	\$ <u>1000.00</u>	\$ <u>333.33</u>
Add'l Dispensing Room Fee:	\$ _____	\$ _____
Transfer Fee:	\$ _____	\$ _____
Total License Fee Collected	\$ <u>333.33</u>	\$ _____
Publishing Fee Collected:	\$ <u>157.50</u>	\$ _____

Publishing Direct Billed:

Advertising Dates (2 wks): 3/2/17 : 3/9/17

Hearing Date: 3 1 21 1 17

LICENSE TERM: 3 1 22 1 17
Month Day Year

Through: 7 1 30 1 17
Month Day Year

Formerly Held by: _____

Applicant: Johanna Cardenas

Trade Name (dba): Michael's Tacos

Premise Address: 1326 BECK AVE 702 Yellowstone Ave
Number & Street

Cody WY 82414 Parke
City State Zip County

Mailing Address: P.O. Box 956
Number & Street or P.O. Box

Cody WY 82414
City State Zip

Business Telephone Number: (307) 587-5527

Fax Number: ()

E-Mail Address: michaelstacos1@gmail.com

A copy must be immediately forwarded to:
State of Wyoming Liquor Division
 6601 Campstool Rd.
 Cheyenne WY 82002-0110

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**

<p>FILING FOR</p> <p><input checked="" type="checkbox"/> NEW <input type="checkbox"/> TRANSFER LOCATION <input type="checkbox"/> TRANSFER OWNERSHIP</p> <p>FILING IN (CHOOSE ONLY ONE)</p> <p><input checked="" type="checkbox"/> CITY OF <u>CODY</u> <input type="checkbox"/> COUNTY OF _____</p> <p>FILING AS (CHOOSE ONLY ONE)</p> <p><input checked="" type="checkbox"/> INDIVIDUAL <input type="checkbox"/> LLC <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LLP <input type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ASSOCIATION <input type="checkbox"/> ORGANIZATION</p>	<p style="text-align: center;">TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)</p> <p>RETAIL LIQUOR LICENSE <input type="checkbox"/> ON-PREMISE ONLY (BAR) <input type="checkbox"/> OFF-PREMISE ONLY (PACKAGE STORE) <input type="checkbox"/> COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)</p> <p><input checked="" type="checkbox"/> RESTAURANT LIQUOR LICENSE <input type="checkbox"/> RESORT LIQUOR LICENSE <input type="checkbox"/> BAR AND GRILL</p> <p>LIMITED RETAIL (CLUB) <input type="checkbox"/> VETERANS CLUB <input type="checkbox"/> FRATERNAL CLUB <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> SOCIAL CLUB</p> <p><input type="checkbox"/> MICROBREWERY <input type="checkbox"/> WINERY <input type="checkbox"/> DISTILLERY SATELLITE <input type="checkbox"/> WINERY SATELLITE <input type="checkbox"/> COUNTY RETAIL or SPECIAL MALT BEVERAGE PERMIT</p>	<p>To Assist the Liquor Division with scheduling inspections:</p> <p>WHEN DO YOU OPERATE?</p> <p><input type="checkbox"/> NON-OPERATIONAL/PARKED <input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec) <input type="checkbox"/> SEASONAL/PART-TIME</p> <p>(specify months of operation) from _____ to _____</p> <p>DAYS OF WEEK (e.g. Mon through Sat)</p> <p>HOURS OF OPERATION (e.g. 10a - 2a)</p>
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1. DISPENSING ROOM DESCRIPTION WITH DIMENSIONS:

(a) Give a description with dimensions of the dispensing room and state where it is located within the building (e.g. 10 x 12 room in SE corner of building). Please provide a drawing of the establishment that includes the dispensing room: W.S. 12-4-102(a)(i)

11 x 8' room on east side of Bldg

(b) If Winery or Microbrewery, also list the manufacturing facility. (e.g. MFG: 10' X 12' room in SW portion of bldg.)

MFG: _____

(c) Do you have an additional dispensing room? YES NO If yes, provide description and location:

(d) Provide the legal description and the zoning of the site where the applicant will conduct business:

Lot 68 RS BFG 352 47' N of the SW Cor of NW 1/4 NE 1/4, N. 76 TS 2 R 102

2. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103 (a) (iii)

- (1) **OWN** the building in which sales room is located? YES (own)
 (2) **LEASE** the building in which sales room is located? YES (lease)

(A) **DATE** lease expires Jan 31, 2018 located on page 1 paragraph 1 of lease document.

(B) Provision for **SALE** of alcoholic or malt beverages located on page _____ paragraph _____ of lease.

NOTE: Please submit a copy of the lease with the application. W.S. 12-2-103(a)(iii) requires the lease be valid THROUGH the TERM OF THE LICENSE and MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.

page 1 paragraph 4

3. Have you already assigned, leased, transferred or do you intend to assign, lease, transfer, contract or in any other manner agree with any person or firm other than yourself as licensee to operate and assert control or partial control of the license and the licensed room to carry on the licensed liquor business? YES NO

4. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

(a) Hold any interest in the license applied for? YES NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? YES NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? YES NO

(d) If you answered YES to any of the above, explain fully and submit any documents in connection therewith: _____

5. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103(b) YES NO
If "YES", explain: _____

6. Is the applicant a mayor, member of a city or town council, or member of the board of county commissioners within the jurisdiction of this licensing authority? W.S. 12-4-103(a)(i) YES NO

7. Is the applicant employed by the State, City or Town, or County as a law enforcement officer, or hold office as a law enforcement officer through election? W.S. 12-4-103(a)(ii) YES NO

RESTAURANT OR BAR AND GRILL LICENSE:

8. Have you submitted a valid food service permit? W.S. 12-4-407(a)/W.S. 12-4-413(a) YES NO

RESORT LICENSE:

9. Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) YES NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) YES NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) YES NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended at least one million dollars (\$1,000,000.00)? W.S. 12-4-401(b)(iv) YES NO

MICROBREWERY LICENSE:

10. Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) YES NO

(a) If "YES", please specify type: RETAIL RESTAURANT RESORT BAR AND GRILL MICROBREWERY WINERY

11. (a) Do you self distribute your products? W.S. 12-2-201(a) (Requires additional licensing with the Liquor Division) YES NO

(b) Do you distribute your products through an existing malt beverage wholesaler? W.S. 12-2-201(g)(i) (Requires additional licensing with the Liquor Division) YES NO

WINERY LICENSE:

12. Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) YES NO

(a) If "YES", please specify type: RETAIL RESTAURANT RESORT BAR AND GRILL MICROBREWERY WINERY

LIMITED RETAIL (CLUB) LICENSE:

13. FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states? YES NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years? YES NO

LIMITED RETAIL (CLUB) LICENSE:

14. VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

(a) Does the Veteran's organization hold a charter by the Congress of the United States? YES NO

(b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? YES NO

LIMITED RETAIL (CLUB) LICENSE:

15. SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E):

- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? YES NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? YES NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? YES NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? YES NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? YES NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? YES NO
- (g) Have you filed a true copy of your bylaws with the local licensing authority and the Wyoming Liquor Division? YES NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License?
(THE PETITION MUST BE ATTACHED TO APPLICATION) YES NO
- (i) Have you filed with the licensing authority and the Wyoming Liquor Division a detailed statement of your activities during the preceding year which were undertaken or furthered in pursuit of the objectives of the club, along with an itemized statement expended for such activities? YES NO

LIMITED RETAIL (CLUB) LICENSE:

16. GOLF CLUBS W.S. 12-1-101(a)(iii)(D):

- (a) Do you have more than fifty (50) bona fide members? YES NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? YES NO

17. (a) If applicant is filing as an Individual or Partnership: W.S. 12-4-102 (a) (ii) & (iii)
Each individual or partner must complete this section.

If the applicant is filing as a Club:
Each officer must complete this section.

True and Correct Name	Date of Birth	DONOT LIST PO BOXES Residence Address No. & Street City, State & Zip	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
Johanna Cardenas				YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
				NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
				YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
				YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
				YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

(b) If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102 (a) (iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, and every officer, and every director must complete this section.

True and Correct Name	Date of Birth	DONOT LIST PO BOXES Residence Address No. & Street City, State & Zip	Residence Phone Number	No. of Years in Corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
						YES <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

OATH OR VERIFICATION

(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers.) W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)

COUNTY OF Park) SS.

Before Me, Annalea Avery, (specify)
(Printed name of Notary or other officer authorized to administer oaths)

a Notary Public, Officer authorized to administer oaths in and for

Park County, State of Wyoming, personally appeared

Johanna Cardenas name he/she being first duly sworn

(Insert Names)

by me upon his oath, says that the facts alleged in the foregoing instrument are true.

(Seal)



- 1. [Signature]
- 2. _____
- 3. _____
- 4. _____

My Commission expires: May 20, 2020

Witness my hand and official seal:

[Signature]
(Notary Public or other officer authorized to administer oaths)

Title Notary

Dated: 2/22/17

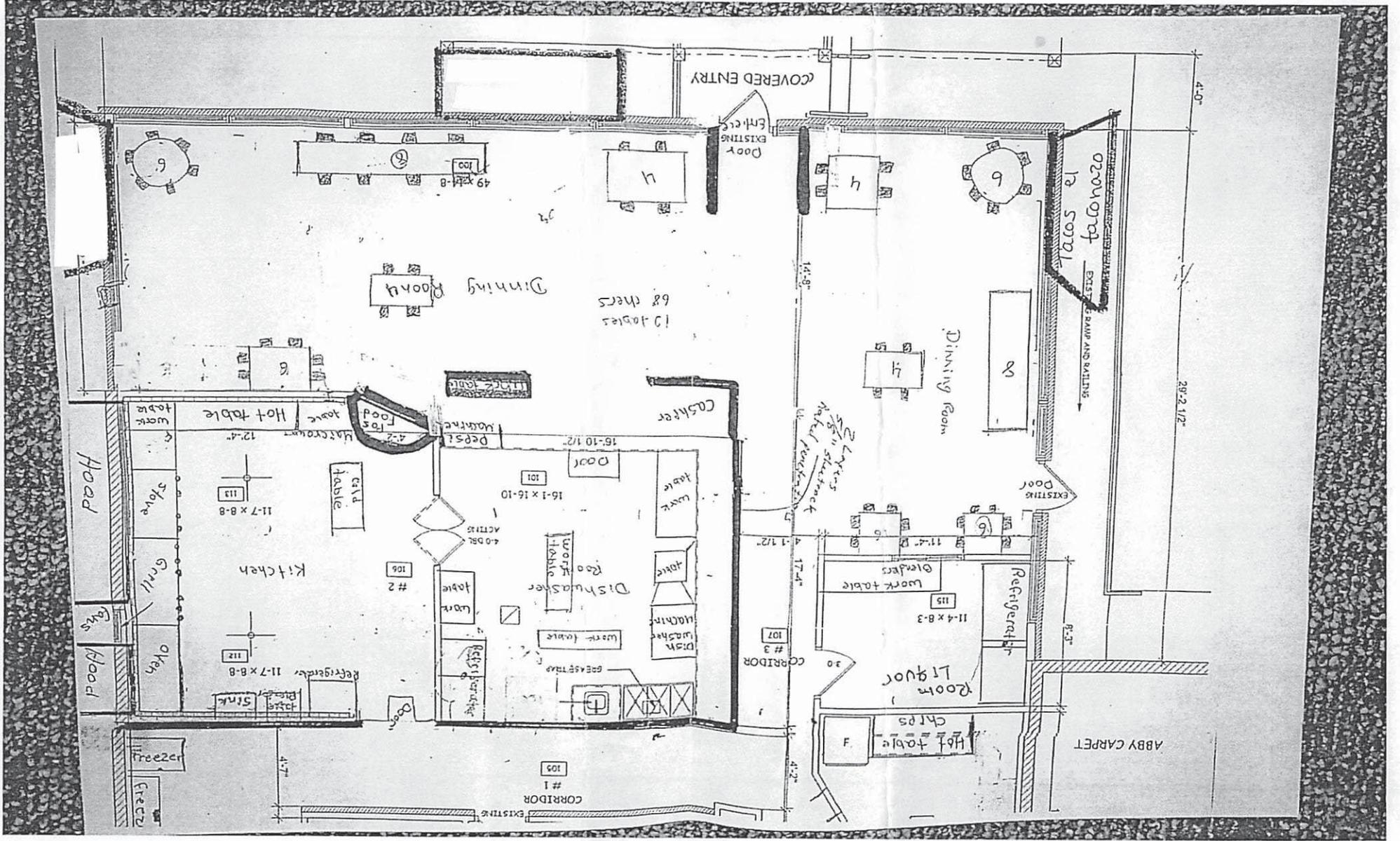
REQUIRED ATTACHMENTS:

- A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102 (a) (vi).
- Include a drawing of the dispensing room W.S. 12-5-201 (a).
- Attach any lease agreements W.S. 12-4-103 (a) (iii).
- Include a copy of the CURRENT food service permit for Restaurant or Bar & Grill Liquor License applicants W.S. 12-4-407 (a) or 12-4-413 (a).
- If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601 (b).

ADVERTISING REQUIREMENTS W.S. 12-4-104(a):

When an application for a license, permit, renewal or any transfer of location or ownership thereof has been filed with a licensing authority, the clerk shall promptly prepare a notice of application, place the notice conspicuously upon the premises shown by the application as the proposed place of sale and public the notice in a newspaper of local circulation once a week for two (2) consecutive weeks. The notice shall state that a named applicant has applied for a license, permit, renewal or transfer thereof, and that protests against the issuance, renewal, or transfer of the license or permit will be heard at a designated meeting of the licensing authority.

FOR LIQUOR DIVISION USE ONLY		
Reviewer	Initials	Date
Agent:		
Chief:		
Acct.:		





February 22, 2017

To Whom It May Concern:

Michaels Tacos owned by Johanna Cardenas has an open and active account with us at Pinnacle Bank. The account is in good standing and has been since it was opened.

Sincerely,

A handwritten signature in black ink that reads "Valorie Klimisch".

Valorie Klimisch
Personal Banker
1702 Sheridan Ave
Cody WY 82414
307-527-7186



MEMBER FDIC

APPLICATION FOR FOOD LICENSE

FOOD LICENSE: \$100.00 Initial Fee; \$50.00 Annual Renewal Fee.
(Licenses shall expire one year after date of issuance)

Cheyenne Office Use Only

LICENSE ACCOUNT NUMBER _____

ACTIVATION DATE _____

CHECK NO/CASH _____

LICENSE APPLICATION INFORMATION (to be completed by applicant)

Type of Application:

New Change of Location Change of Owner

If change of owner or location, previous establishment name/location: _____

- Establishment Information -

Establishment Name: Michael's Tacos

Person in Charge on Site: Johanna Cardenas

Physical Address: 702 Yellowstone Ave

City: Corly

State: WY

Zip: 82411

Business Phone Number: (307) 587-5527

Person in Charge on Site Phone: (818) 641-7010

Email: michaels.tacos1@gmail.com

Fax: _____

- Owner Information -

Name of Owner: Johanna Cardenas

Form of Organization:

Name of Company (if applicable): Michael's Tacos.

Individual Association Corporation

Parent Company (if applicable): _____

Partnership Other Entity _____

Address: _____

City: _____

State: _____

Zip: _____

Owner Phone Number: (818) 641 7010

INDICATE WHERE TO MAIL ALL CORRESPONDANCE _____ (1=ESTABLISHMENT; 2=OWNER; 3=EMAIL)

Type of Establishment (please check applicable box)

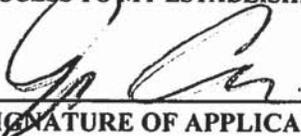
Food Service Grocery Convenience Meat Plant Distributor Warehouse Dietary Supplement Processor Institution

Guest Ranch Dairy Bulk Water Bar Mobile Commissary Dependent Mobile Retail Processor

Retail Pre-Packaged School Hotel Bed and Breakfast Seasonal Facility

Manufactured Food Processor; Type of Food: _____

I ATTEST TO THE ACCURACY AND INFORMATION PROVIDED IN THIS APPLICATION. I AGREE TO COMPLY WITH ALL APPLICABLE WYOMING LAWS AND REGULATIONS AND I UNDERSTAND THAT EACH SECTION OF THE LAWS AND REGULATIONS IS SEPARATELY AND COLLECTIVELY ENFORCEABLE. I AGREE TO ALLOW THE REGULATORY AUTHORITY ACCESS TO MY ESTABLISHMENT. LATE RENEWAL PAYMENTS WILL RESULT IN DEACTIVATION.


SIGNATURE OF APPLICANT

Ep 1 2017
DATE

APPROVING OFFICIAL

COUNTY

Make Checks Payable to:
WYOMING DEPARTMENT OF AGRICULTURE
CONSUMER HEALTH SERVICES SECTION
2219 CAREY AVE.
CHEYENNE, WY 82002
(307) 777-7211

State Relay Service at 7-1-1 or 1 800 877-9965

Instructions: A plan review must be submitted before this application can be considered, unless this is a change of ownership. Submit this application to your inspector of the WY Department of Agriculture or local County Health Dept. Complete all sections. If a section is not applicable enter "N/A". If additional space is needed for any item, attach additional sheet.

EQUAL OPPORTUNITY IN EMPLOYMENT AND SERVICES

LEASE

THIS LEASE, made and entered into between the W. D. Wenke Living Trust dated January 22, 2002 and the Susan K. Wenke Living Trust dated January 22, 2002 (LESSORS), and Johanna Cardenas dba Michael's Tacos (LESSEE),

WITNESSETH:

THAT FOR AND IN CONSIDERATION of the rents, covenants and conditions hereinafter set forth, the LESSORS do hereby lease unto the LESSEE and the LESSEE does hereby lease from LESSORS the following described premises situated in Park County, Wyoming:

That building designated as 702 Yellowstone Avenue (the "Property"), to be used by Johanna Cardenas dba Michael's Tacos, as a restaurant and related parking.

RESERVING, however, unto said LESSORS, its other tenants, assigns and representatives, the unimpeded right of ingress and egress to reach the other buildings and improvements situated on the Property designated as 702 Yellowstone Avenue, but not including that building used exclusively by Michael's Tacos.

- 1. TERM: This Lease shall be for a period of one year commencing February 1, 2017 and terminating January 31, 2018. LESSEE may automatically extend this Lease for one year by LESSEE notifying LESSORS in writing at least 120 days in advance of the commencement of the new lease period that LESSEE intends to extend for another year.**
- 2. RENT: As rent for the leased premises, LESSEE covenant and agree to pay to LESSORS in advance, at P.O. Box 1555, Cody, Wyoming, 82414, on or before the 1st day of each and every month a monthly rental of \$2300.00. The first rent payment shall be due February 1, 2017, and commencing monthly thereafter, due the 1st day of each month. Rent shall be deemed delinquent if not paid by the 10th of each month and all delinquent rent shall be subject to a late charge of 5% of the monthly rent.**
- 3. UTILITIES: LESSEE shall pay for all utilities used or consumed on the leased premises and shall be responsible for any utility deposits that may be required.**
- 4. USE: LESSEE covenants and agrees to use the lease premises as a restaurant and for no other purpose, without first obtaining the prior written consent of LESSORS. LESSEE shall not carry on or permit upon the leased premises any offensive, noisy or dangerous trade, business, manufacture or occupation or any nuisance, nor use the leased premises for any illegal or immoral purposes. LESSEE shall operate its business on the leased premises in a courteous, efficient and workmanlike manner and will maintain same in a safe, clean and sanitary condition. LESSORS understand and accept that alcohol will be served in LESSEE'S restaurant.**

LEASE

5. **MAINTENANCE:** LESSORS shall generally be responsible for exterior maintenance, i.e., roof, heating, air conditioning, provision of water supply, drainage under the building, window and door repairs, etc. LESSEE shall be responsible for normal maintenance of the interior, including lighting and fixtures, window cleaning, and interior plumbing. LESSEE shall be responsible for maintaining grounds in an attractive manner. LESSEE agrees to share the cost of snow removal at 1/3 the rate charged by a third-party snow removal service that clears the entire Property of snow.
6. **IMPROVEMENTS:** LESSEE shall not commit or allow waste to be committed upon said Property and will not erect any buildings or structures upon it. LESSORS will approve any attached fixtures and signs before installation and all improvements of a fixed nature shall become the property of the LESSORS at the time the lease expires or it is terminated.
7. **TAXES AND INSURANCE:** LESSEE shall be responsible for any assessments levied against any property they may bring on or situate upon the lease premises. LESSORS shall maintain such fire and casualty insurance on the leased premises as it may desire; however, LESSEE shall be responsible for maintaining \$1,000,000.00 liability and content insurance on its own fixtures, furnishings, and inventory situated on the lease premises. The coverage under such insurance policy shall be not less than \$500,000.00 for any one person and \$1,000,000 aggregate. In any such policy, the LESSEE shall name the LESSORS as additional insured's and provide a copy of said endorsement to the LESSORS within 10 days of taking possession of said Property.
8. **LIABILITY AND INDEMNIFICATION:** LESSORS, its agents and employees shall not be liable for any loss, damage, injuries, or other casualty of whatsoever kind or by whomsoever caused, to the person or property of anyone (including the LESSEE) on or off the leased premises, arising out of or resulting from the LESSEE's use, possession or operation thereof, and the LESSEE hereby agrees to indemnify and holds the LESSORS, its agents and employees harmless from and against all claims for such loss, damage or injury or other casualty.
9. **LOSS OF USE:** The LESSORS shall not be liable for any loss of use LESSEE may incur as a result of property damage, lack of utility supply or governmental action. Should the lease premises no longer be usable for its intended purpose, the obligations under this lease for either the LESSEE or the LESSORS shall cease upon any such occurrence where premises is not usable for its intended purpose.
10. **CONDITION OF PREMISES:** LESSEE acknowledges that the leased premises are in good order and repair, unless otherwise indicated herein. Upon the termination of this Lease, LESSEE shall surrender the same in as good a condition as when received, normal wear and tear expected. LESSOR, its agents and representatives, may at all reasonable times enter the leased premises during

LEASE

normal business hours to inspect same and to exhibit or show the same to prospective purchasers, LESSEE and others.

11. **ASSIGNMENT OR SUBLEASE:** LESSEE shall not assign this Lease or any interest therein or sublet the leased premises or any part thereof or license the use of all or any portion of the leased premises or businesses conducted thereon or therein or encumber or hypothecate this Lease without first obtaining the written consent of LESSORS. If LESSORS sell the Property described herein, and LESSEE declines to exercise their right of first refusal described in paragraph 13 below, then buyer of this Property will be fully obligated to abide by the terms of this Lease.

12. **HAZARDOUS AND TOXIC MATERIALS AND WASTE:** LESSEE shall not use, store, or generate any hazardous material or waste on the leased premises including, but not limited to, explosives, hydrocarbons, flammable or combustible materials or any other oil based type of contaminates. LESSEE shall further indemnify and hold harmless the LESSORS against any penalties, damages, or charges imposed for any violation of the law, statute, or ordinance, occasioned by the negligence of the LESSEE and LESSEE shall pay for all removal and clean-up expenses in any way pertaining to any such hazardous material or waste. LESSEE shall further indemnify and hold harmless LESSORS against any penalties, damages, or charges imposed for any violation of law, statute, or ordinance caused by LESSEE and LESSEE shall pay for all removal and cleanup expense pertaining to any such hazardous material or waste.

13. **RIGHT OF FIRST REFUSAL:** Should LESSORS decide to sell the following described real property, or any part thereof, during the term of this LEASE, LESSORS agree to offer LESSEE, in writing, the exclusive option to purchase the following property, or any part thereof, at fair market value before offering said Property to any other person:

1.19 AC. DES. AS: A PARC. IN SEC.1 O.S. LOT 68 R.S. BEG. 352 .47'N. OF THE SW COR OF NW/4NE/4, N.76*04'E. 232.56', N.1 6*20'E. 225.77', S.76*04'W. 297.5', S. 201.03' TO POB T52 R102

LESSEE shall have 60 days from receipt of the offer from LESSORS to exercise this Right of First Refusal.

14. **DEFAULT:** If either party shall fail to keep and perform, or shall violate any of the covenants, conditions and stipulations of this Lease, then after notice of said violation as provided herein, then each party may avail themselves to all remedies in law or equity pursuant to the laws of the State of Wyoming. The LESSORS are required to give the Lessee 24 hours notice of his/her intention to inspect the premises outside of the normal business hours of LESSEE. Further, LESSORS must give LESSEE 30 days notice to vacate the premises in the event of default. In the event that either party goes into default whereby it is necessary for either

LEASE

Party to enforce any portion of this lease, then the non-prevailing party shall pay all costs associated with the enforcement of this lease up to and including, but not limited to reasonable attorney fees and costs.

15. NOTICE: Any notice provided herein shall be considered as properly given as of the date of mailing if sent by certified mail, return receipt requested, postage prepaid, addressed to LESSEE as follows:

Michael's Tacos
c/o Johanna Cardenas
702 Yellowstone Ave.
Cody, Wyoming 82414

And addressed to LESSORS as follows:

William D. and Susan K. Wenke
P. O. Box 1555
Cody, Wyoming 82414

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written,

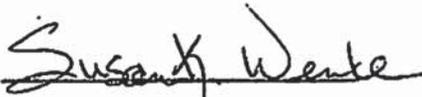
LESSORS: W. D. Wenke Living Trust dated January 22, 2002 and the Susan K. Wenke Living Trust dated January 22, 2002



1-10-17

By: William D. Wenke,
Trustee of the W. D. Wenke Living Trust dated January 22, 2002

Date

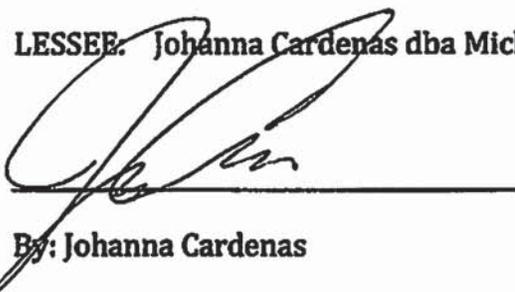


1/10/17

By: Susan K. Wenke,
Trustee of the Susan K. Wenke Living Trust dated January 22, 2002

Date

LESSEE: Johanna Cardenas dba Michael's Tacos



01-10-2017

By: Johanna Cardenas

Date

MEETING DATE: MARCH 21, 2017
DEPARTMENT: PARKS, RECREATION &
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: RICK MANCHESTER



**Park County Fire District #2
City Council Agenda Item Summary Report
Public Education
Fire Sprinkler Demonstration on April 22, 2017**

ACTION TO BE TAKEN

Park County Fire District #2, is requesting City Council permission to hold a fire sprinkler demonstration on Saturday April 22, 2017. Demonstrations will take place in the overflow parking lot on the South side of Rec Center on the East end of the lot. They are requesting that the space would be available to them starting at 8am until 3pm.

SUMMARY OF INFORMATION

The Fire Department would like to use this time and space to help educate the public on the importance of in home fire sprinkler systems. Their demonstrations are designed to inform any who attend the advantages of installing home sprinkler systems. The Fire Department will have two self-contained 8X8 rooms. One will burn until it flashes, the other will have the sprinkler system that will put out the fire. The demonstration will be between noon and 1pm. The rest of the time will be for set up and clean up.

FISCAL IMPACT

Park County Fire District #2 would like us to provide barricades to block people from parking on the East end of the parking lot.

ALTERNATIVES

1. Approve
2. Approval with conditions
3. Deny the request

ATTACHMENTS

None

AGENDA & SUMMARY REPORT TO

Rick Manchester, Parks, Recreation & Public Facilities Director (307) 587-0400

Mike Fink, Public Facilities and Recreation Superintendent (307) 587-0400

Jerry Parker, Park County Fire District #2 Fire Marshall (307) 899-7507 jparker@parkcounty.us

ORDINANCE 2017-09

AN ORDINANCE REZONING 1625 ALGER AVENUE LOCATED WITHIN THE CITY OF CODY, PARK COUNTY, WYOMING TO LIMITED BUSINESS (D-1).

WHEREAS, the City of Cody received an application from JYG Investments, LLC, as owner of the 7,000-square foot property commonly known as 1625 Alger Avenue, to rezone the property from Residential "B" to General Business (D-2);

WHEREAS, on February 28, 2017, the Planning and Zoning Board held a properly advertised public hearing to consider said rezone application, and with the consent of the contract purchaser determined that a rezone to Limited Business (D-1) would be appropriate and meet the needs of the contract purchaser, and by motion recommended that the governing body of the City of Cody rezone the property to D-1;

WHEREAS, said land is described as:

Lot 21, Block 46 Original Town of Cody.
(Known as 1625 Alger Avenue)

WHEREAS, the governing body of the City of Cody finds that it is in the best interest of the public to rezone the property to Limited Business (D-1);

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING:

1. Lot 21, Block 46 Original Town of Cody, known as 1625 Alger Avenue, situated in the City of Cody, Park County, Wyoming, shall be and the same is hereby rezoned to Limited Business (D-1).
2. The official zoning map of the City of Cody shall be amended to show the foregoing zone change.

Effective Date. This Ordinance shall become effective after final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: March 7, 2017

PASSED ON SECOND READING:

PASSED, ADOPTED AND APPROVED
ON THIRD AND FINAL READING:

Matt Hall, Mayor

ATTEST:

Cynthia Baker, Administrative Services Director

ORDINANCE NO. 2017-10

AN ORDINANCE ADOPTING REGULATIONS PERTAINING TO WIRELESS COMMUNICATION FACILITIES, TO BE LOCATED IN TITLE 10, ZONING REGULATIONS, OF THE CITY OF CODY MUNICIPAL CODE.

WHEREAS, notice of a public hearing to consider this action was published in the Cody Enterprise on March 28, 2017;

WHEREAS, a public hearing was held on April 13, 2017 before the City Council, as advertised, at which meeting the City Council heard comments from all persons wishing to speak for or against the proposed ordinance; and,

WHEREAS, the Cody City Council has thoroughly reviewed the matter and deems that it is in the best interest of the public and the City of Cody to approve the proposed ordinance.

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

1. “Wireless Communication Facility, pursuant to Chapter 10-11-2” is hereby added to City of Cody Code Sections 10-10A-2(B) [Limited Business zoning district], 10-10B-2(B) [General Business zoning district], 10-10C-2(B) [Open Business/Light-Industrial zoning district], 10-10E-1 [Industrial E zoning district], and 10-10F-2 [Heavy Industrial zoning district];
2. Chapter 10-11-2, Wireless Communication Facilities, as found in Exhibit A, is hereby adopted as part of Title 10, Zoning Regulations; and,
3. The Wireless Communication Facility Overlay zoning district as shown in Exhibit B, is hereby added to the Official City of Cody Zoning Map.

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

PASSED ON FIRST READING:

PASSED ON SECOND READING:

PASSED ON THIRD READING:

Matt Hall, Mayor

Attest:

Cynthia Baker
Administrative Services Director

CHAPTER 11 SUPPLEMENTAL DEVELOPMENT STANDARDS FOR COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS

10-11-1 APPLICABILITY

10-11-2 SUPPLEMENTAL DEVELOPMENT STANDARDS

10-11-1 APPLICABILITY

The land uses that are identified with an asterisk (*) in the Limited Business (D-1), General Business (D-2), Open Business/Light-Industrial (D-3), Industrial (E), and Heavy Industrial (HI) zoning districts are subject to the corresponding regulations of this chapter, which regulations are in addition to other applicable sections of this title and any conditions that may be imposed pursuant to a conditional use permit review. The standards of this chapter shall apply unless waived or altered pursuant to the zoning variance process; provided, those standards identified herein with “(SE)”, may be waived or altered pursuant to the Special Exemption process of Section 10-14-2. In no case shall any of the following standards be waived or modified to the extent that the result is tantamount to a rezone or the use no longer meets the specified definition thereof.

10-11-2 SUPPLEMENTAL DEVELOPMENT STANDARDS

The supplemental development standards are listed by use, in alphabetical order:

(W) “W” Uses.

Wireless Communication Facilities:

1. Purpose/Intent:
 - A. The City of Cody recognizes the benefits of quality wireless communication services and the need to accommodate facilities that provide such services.
 - B. The quality and variety of the scenic viewsheds that are available to the residents and visitors to the area are irreplaceable and warrant protection from unnecessary visual pollution. Visual impacts from distant objects are typically much less than objects in closer proximity.
 - C. The natural landforms within and around the City of Cody provide a unique opportunity for the location and design of wireless communication facilities, such that design engineers can utilize those natural features and topographic elevation differences to both minimize visual impacts and maximize coverage. Application of the “outside the box” concept will help those designing their infrastructure

network to recognize that utilization of natural landforms at the periphery of the city, and beyond, will provide the desired coverage, while minimizing visual impacts. Specifically, almost all current providers in the area rely on a primary tower on Carter Mountain (in county), because such location provides coverage not only to the City, but to areas west of the mountain as well. Coverage and capacity is improved through smaller facilities dispersed throughout the Cody area, where fiber optic and power services are existing or readily available.

- D. The size and configuration of the City of Cody is such that a network of tall towers is unnecessary to provide quality coverage to its residents and visitors. The City prefers that taller towers be located well beyond the city limits and the local network system to be of a dispersed design—e.g. using two or more small facilities instead of one larger tower. Bulkier and/or taller facilities within the city limits are restricted to those areas identified as within the Wireless Communications Overlay district.
- E. If modifications to these regulations are needed to accommodate the seemingly ever-changing provisions of the Federal Telecommunications Act, the context of such consideration shall be as an amendment to the zoning ordinance, as opposed to a special exemption or variance. Consistent with federal law, the development standards specified in this section shall not be administered so as to have the effect of prohibiting the provision of wireless communication services.

2. Applicability.

Every wireless communications facility located within the city limits, whether upon private or public lands, is subject to the standards of this section, except that the following facilities are exempt from the standards:

- A. Amateur Radio Station Operator/Receive-Only Antenna if owned and operated by a federally licensed amateur radio station operator or used exclusively for a receive-only antenna;
- B. Any existing tower and antenna, provided a valid building permit was issued for the tower or antenna prior to adoption of this section; and,
- C. Emergency Services. Wireless communications facilities used exclusively for emergency services including police, fire, and operation of the water utility, when not located on a new freestanding antenna support structure (e.g. tower or dedicated pole).

3. Classification and Level of Review:

All wireless communication facilities, except co-location as defined and addressed herein, shall be subject to review by the Planning and Zoning Board for analysis of the site plan and applicable zoning standards and criteria. The level of review shall be based on the classification of the facility according the following standards:

- A. Within the Limited Business (D-1), General Business (D-2), Open Business/Light-Industrial (D-3), Industrial (E), and Heavy Industrial (HI) zoning districts, the following wireless communication facilities are permitted uses:
1. Microcell, when not greater than thirty-five feet in total height above existing natural grade, and when located no more than within twenty feet (*SE*) from an existing structure or tree that is at least thirty feet (*SE*) in total height.
 2. Slim-Line Design Pole, not greater than forty feet in total height above existing natural grade, and when located no more than within twenty feet (*SE*) from an existing structure or tree that is at least thirty feet (*SE*) in total height.
 3. Stealth Design Wireless Communication Facility.
- B. Within the General Business (D-2), Open Business/Light-Industrial (D-3), Industrial (E), and Heavy Industrial (HI) zoning districts, the following wireless communication facilities are permitted uses:
1. Roof-top installations on flat-roofed non-residential buildings, so long as they are completely enclosed within an architecturally compatible, approved housing or comply with the following requirements:
 - a. Setback. Non-stealth antennas shall be mounted at least ten (10) feet from the closest exterior wall or parapet wall of a building or structure. (*SE*)
 - b. Height. The height shall be measured from the top of the antenna to the roofline of the building or structure, or to the top of the closest perimeter parapet wall if a parapet wall exists. The maximum height of the antenna is equal to half (½) the distance the antenna is set back from such exterior wall or parapet wall, up to a maximum allowable height of fourteen feet.
 - c. Roof mounted antennas shall be constructed and/or colored to either appear white, or match the color of the wall above which they are located. (*SE*)
 2. Installations on public water tanks and similar structures (e.g. storage tanks) that do not extend more than twelve feet above the tank.
- C. Within the Wireless Communication Facility Overlay Zone, each of the above-listed options (A and B herein) shall be classified as permitted uses, regardless of the underlying zoning, and shall still be subject to the regulations applicable to each zone. In addition, the following conditional uses are established within the Wireless Communication Overlay Zone:
1. Wireless Communication Facilities that have a total height equal to or less than the threshold height specified for the particular subarea of the overlay. The subarea locations, threshold heights, and method of measuring height are established as follows:

Location:	Threshold Height	Height measured from:
Beacon Hill Subarea	80 feet	Existing grade.
Road 2AB Subarea	110 feet	Elevation of closet portion of Road 2AB.
Beck Lake Subarea	80 feet	Existing grade.

Cottonwood Avenue Subarea	70 feet	Elevation of closest portion of Big Horn Avenue.
West Strip Subarea	70 feet	Elevation of closest portion of Highway 14-16-20.

* All heights subject to compliance with City of Cody Code 7-3, Article II, Airport Obstruction Zoning.

In addition to the standard conditional use criteria, the applicant must demonstrate that the proposed wireless communication facility is no taller than necessary to provide the desired coverage; provided, the Planning and Zoning Board may authorize a wireless communication facility taller than the minimum necessary when the facility is specifically designed and made available for co-location at market rates as evidenced by a sworn affidavit, and the additional height does not significantly increase the visual impacts of the facility. The Board may require the applicant to provide visual simulations of the facility to assist them in determining visual impacts.

D. Downtown Architectural District: Notwithstanding any language that may be interpreted otherwise, within the Downtown Architectural District only stealth-design wireless communication facilities that are architecturally integrated with buildings and structures may be permitted.

E. Cell on Wheels: Temporary wireless communication facilities (e.g. cell on wheels) shall be subject to the same review procedures and requirements as more permanent facilities; provided, in the case of failure of an existing wireless communication facility, a temporary facility of the same height as the damaged facility may be erected for up to 90 days at the site while repair/replacement activities are conducted, without the need for Planning and Zoning Board review. Unless otherwise permitted through a conditional use permit process, a temporary wireless communication facility is limited to six months in duration, during any five-year period. The temporary facility shall not be located on the property except during the authorized period.

4. General standards:

The following regulations apply to all wireless communication facilities in all zones and overlays, unless otherwise stated.

A. Setbacks and Separation:

1. A freestanding wireless communications facility shall be set back a minimum of 100 feet from the property line of a residential zone(*SE*), except when the facility is located in the Wireless Communication Facility Overlay Zone. New freestanding wireless communications facilities located in public utility substations shall be exempt from the above residential setback requirement if the wireless communications tower is no taller than the existing substation structures.

2. A freestanding wireless communications facility shall be set back a minimum of 75 feet from all existing City street rights-of-way, and 130 feet from any State highway right-of-way. (Alleys are not considered streets.) *(SE)*
 3. Except as stated in (a) and (b) above, freestanding wireless communication facilities shall conform with the setback requirements of the zone in which located. *(SE)*
- B. Public Utility Colocation: When mounted on a transmission or sub-transmission line structure, the antenna shall not extend more than six feet above the top of the existing pole, subject to the applicable maximum height limitation, and any equipment cabinet(s) mounted on the structure shall be not more than 3 feet x 4 feet x 18 inches deep, with a minimum clearance of 10 feet above grade and a maximum height of 20 feet.
 - C. Lighting and Signage: Only security lighting or lighting required by a state and/or federal agency is allowed, and provided the location of the lighting fixture together with its cut-off angle shall be such that it does not shine directly on any public right-of-way or any residential premises. The only signage that is permitted is that which is required by state or federal law.
 - D. Abandonment: All wireless communications facilities which are not in use for six consecutive months shall be removed by the wireless communications facility owner. This removal shall take place within 120 days of the end of such six-month period. Upon removal, the site shall be revegetated or otherwise surfaced to blend with the existing surrounding area. If there is no vegetation on a wireless communications facility site, the site shall be returned to its preconstruction condition. The facility owner shall notify the city when removal of the facility occurs.
 - E. Interference: Every wireless communications facility shall meet the regulations of the Federal Communications Commission regarding physical and electromagnetic interference.
 - F. Health Issues: Every wireless communications facility shall meet health and safety standards for electromagnetic field emissions as established by the Federal Communications Commission, and any other federal or state agency. Certification by a qualified licensed engineer shall be submitted to verify such.

5. Co-location:

Co-locations are encouraged, but shall be done in the least visibly-intrusive manner, considering available technology and coverage needs. Co-locations may be approved by the City Planner in conjunction with the building permit process; provided if the planner is not clearly convinced that the “least visibly-intrusive manner” criterion is met, the matter may be referred to the Planning and Zoning Board for a determination on such.

Federal preemptions for co-location are set forth in Section 6409(a) of Public Law 112-96, Middle Class Tax Relief Act, February 22, 2012, codified at 47 U.S.C. 1455. Co-location does not include any project that:

- a. Involves more than a 10% increase in height, or new antennas that extend more than twenty feet from the tower, whichever is greater;
- b. Adds more than 4 equipment cabinets (or 1 shelter); or,

- c. Involves excavation outside of the current site boundaries.

In matters of co-location, changes in height are to be measured from the dimension of the tower as originally installed or permitted, inclusive of any modifications that were approved prior to February 22, 2012. Colocation on a stealth wireless communications facility shall maintain the concealed nature of the facility.

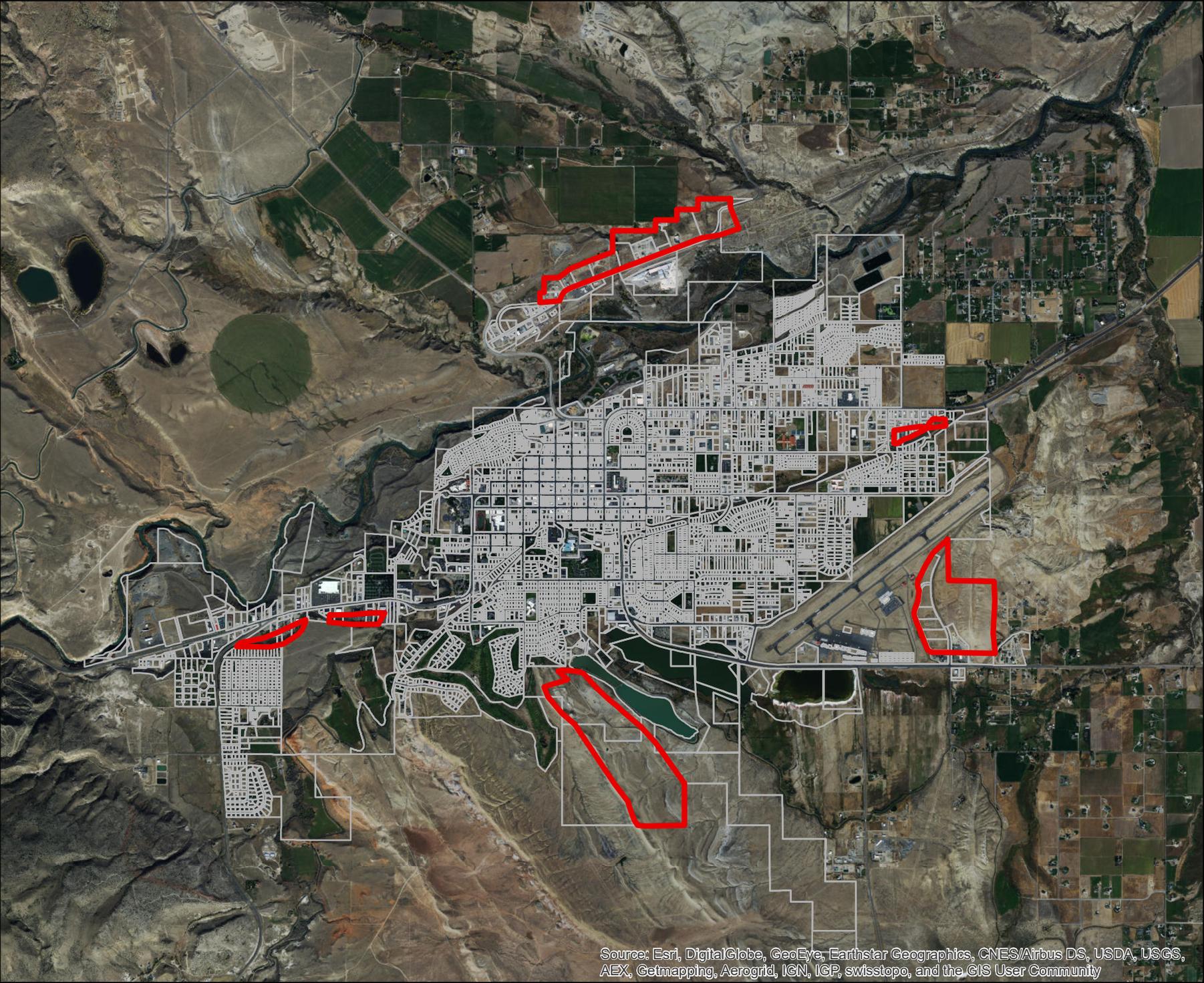
6. Non-conforming wireless communication facilities:

Non-conforming wireless communication facilities have the rights and restrictions outlined in Chapter 10-13 of the City code; provided, such facilities are subject to the 6-month abandonment provision noted in 4(D) above; any expansion is limited to the definition of a “co-location” as set forth in herein; and, consideration of any expansion is based on the size of the facility as it existed on April 13, 2017.

7. Application Requirements:

- A. The community development department is authorized to create application form(s) and procedures as necessary to manage and enforce the provisions of this section.
- B. All applications shall include documentation establishing that the installer has permission from the structure owner and property owner, if not the same, to install the wireless communications antenna(s) and any associated buildings, cabinets or equipment at the site.

EXHIBIT B WIRELESS COMMUNICATION FACILITY OVERLAY



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community