

Revised

City of Cody City Council
AGENDA

Tuesday, August 15, 2017 – 7:00 p.m. (Pre-Meeting to begin at 6:45 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 August 1, 2017.
- b. Approve Vouchers and Payroll in the amount of \$1,943,961.81
- c. Award Bid 2017-09 to Jack's Truck Center Inc. dba Jack's Truck & Equipment for a 2018 freightliner with a Williamsen Dump Body and a Henke Plow in the amount of \$148,946.00.
- d. Approve the updated Recreation Center's "Rules of the Game" pamphlet.
- e. Approve the purchase of an Aerovator and seed attachment from 1st Products in the amount of \$11,833.81, and authorize the Mayor to sign any documents relating to this purchase.
- f. Park County School District 6 requests that the Mayor and Council authorize the street closure of Beck Ave. between 8th and 9th during the hours of 3:30 PM to 8 PM on Fridays, August 26th, September 15th, September 26th, October 20th. If the team makes it to the playoff additional dates requested are October 26th and November 3rd and November 10th. The requested closure is for tailgate parties to show support for the football team.
- g. Approve a request from the Downtown Merchants to close the 1100, 1200 and 1300 blocks of Sheridan Ave on Saturday, September 16, 2017 from 11AM to 7 PM, with the event starting at 12 NOON and the street open by 7PM for the 8th annual Boot Scoot'n Boogie and consider sponsoring the event by assisting with the street closure and traffic control in the amount of \$1,228.45 with funding out of the lodging tax budget line, noting the committee will be responsible for additional cost of said event assistance. All contingent upon submission of the WYDOT documentation and issuance of liability insurance for said event.
- h. Authorize the current gunfire sound levels generated by the Gunwerks shooting facility.
- i. Authorize the Cody Soroptimist Club to utilize City Streets to hold the 9th Annual "Run for Hope" on October 7th, and provide traffic control on the onset of the race by schedule Police personnel (if available) or other City Recreation Staff.
- j. Authorize an extension to file the final plat of Trailhead III, Phase 7.

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
4. Conduct of Business
 - a. Approve the preliminary and final plats of the McCue Subdivision
Staff Reference: Todd Stowell, City Planner
 - b. Approve the uncollectible account write offs in the amount of \$78,511.95
Staff Reference: Leslie Brumage, Finance Officer
 - c. RESOLUTUON 2017-08
A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2017-2018
Staff Reference: Leslie Brumage, Finance Officer
 - d. ORDINANCE 2017-16 THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 3, TO THE CITY OF CODY CODE: SALES BY FRATERNAL CLUBS
Staff Reference: Scott Kolpitcke, City Attorney
 - e. ORDINANCE 2017-17 THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 4, TO THE CITY OF CODY CODE: HOURS OF SALE
Staff Reference: Scott Kolpitcke, City Attorney
 - f. ORDINANCE 2017-18 THIRD AND FINAL READING
AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 5 TO THE CITY OF CODY CODE: LOCATION, REGULATION AND RESTRICTIONS AS TO PLACES OF SALE
Staff Reference: Scott Kolpitcke, City Attorney
 - g. ORDINANCE 2017-19 THIRD AND FINAL READING AS AMENDED
AN ORDINANCE AMENDING TO TITLE 3, CHAPTER 2, SECTION 6, TO THE CITY OF CODY CODE: SALES, ETC., TO OR ENTRY UPON PREMISES BY MINORS AND ATTEMPS BY MINORS TO ENTER OR PURCHASE:
Staff Reference: Scott Kolpitcke, City Attorney
 - h. ORDINANCE 2017-20 THIRD AND FINAL READING
AN ORDINANCE REPEALING TITLE 3, CHAPTER 2, SECTION 7, TO THE CITY OF CODY CODE: KEG REGISTRATION
Staff Reference: Scott Kolpitcke, City Attorney
5. Tabled Items
6. Matters from Staff Members
7. Matters from Council Members
8. Adjournment

Upcoming Meetings:

August, 24, 2017 – Thursday – Ice Cream Social – City Park
August, 31, 2017 – Thursday - Special Council Meeting 4:15 p.m.
September 5, 2017 – Regular Council Meeting 7:00 p.m.
September 14, 2017 – Thursday - Special Council Meeting 4:15 p.m.
September 19, 2017 – Regular Council Meeting 7:00 p.m.

City of Cody
Council Proceedings
Tuesday, August 1, 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, August 1, 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/Clerk Cindy Baker

Absent: None

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

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

Council Member made a motion seconded by Council Member to approve the consent calendar as amended which includes approval of Minutes – Approval of Minutes – Regular Minutes from July 18, 2017; authorize the Mayor to enter into and sign a Memorandum of Agreement with Park County relating to the Law Enforcement Center; award Bid No. 2017-06 to Fremont Motor Chevrolet Buick GMC for a 2018 2500HD pickup with a Knapheide utility body in the amount of \$37,0490.06, less trade in value of \$3,500.00, leaving a net total bid of \$33,990.06; award Bid No 2017-07 to Spradley Barr of Cheyenne, for two 2018 police interceptors in the amount of \$53,258.00, less a total trade in value of \$4,030.00, for a total net amount of \$49,228.00; approve the updated Financial Management Policy; approve a request from Ken Posey and Mike Shotts to close 16th Street between Sheridan and Beck Avenue on August 25th at 3:00 p.m. to 7:00 p.m. and close 16th Street between Sheridan and Beck and Beck Avenue between 16th and 17th Streets on Saturday August 26th at 6:00 a.m. to 4:00 p.m. for the Annual Cody Country Car Show, along with the street closure authorize use of a minimal amount picnic tables from local parks noting conditions outlined by staff; approve a request from the Cody Recreation Foundation to conduct a feasibility study as it relates to an outdoor splash pad. Noting all cost associated with the study will be paid for by the Rec Foundation and study does not obligate the City in any way to move forward with the splash pad; approve Change Order #2 to the contract with J & J Construction, LLC for the water main facilities on South & North Sunset Boulevard and authorize the Mayor to sign the changes order and authorize the Shoshone Recreation District (SRD) to replace and install the damaged fishing pier at Beck Lake Park. Noting that SRD will contract with a licensed contractor and all work and funds will be the SRD responsibility. Vote was unanimous.

Council Member Anderson made a motion seconded by Council Member Fritz to approve Vouchers and Payroll in the amount of \$555,524.33. Council Member Greer recused himself from the vote. Vote was unanimous from remaining Council Members.

Council Member Anderson made a motion seconded by Council Member Nielson to approve the preliminary plat for the Holm View Addition No. 6 Minor Subdivision. Vote was unanimous.

ORDINANCE 2017-16 SECOND READING

AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 3, TO THE CITY OF CODY CODE: SALES BY FRATERNAL CLUBS. Council Member Fritz made a motion seconded by Council Member Greer to approve Ordinance 2017-16 on Second Reading. Vote was unanimous.

ORDINANCE 2017-17 SECOND READING

AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 4, TO THE CITY OF CODY CODE: HOURS OF SALE. Council Member Ballinger made a motion seconded by Council Member Fritz to approve Ordinance 2017-17 on Second Reading. Vote was unanimous.

ORDINANCE 2017-18 SECOND READING

AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 5 TO THE CITY OF CODY CODE: LOCATION, REGULATION AND RESTRICTIONS AS TO PLACES OF SALE. Council Member Fritz made a motion seconded by Council Member Anderson to approve Ordinance 2017-18 on Second Reading. Vote was unanimous.

ORDINANCE 2017-19 SECOND READING

AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 6, TO THE CITY OF CODY CODE: SALES, ETC., TO OR ENTRY UPON PREMISES BY MINORS AND ATTEMPS BY MINORS TO ENTER OR PURCHASE. Council Member Ballinger made a motion seconded by Council Member Greer to approve Ordinance 2017-19 on Second Reading. Vote was unanimous.

ORDINANCE 2017-20 SECOND READING

AN ORDINANCE REPEALING TITLE 3, CHAPTER 2, SECTION 7, TO THE CITY OF CODY CODE: KEG REGISTRATION. Council Member Greer made a motion seconded by Council Member Anderson to approve Ordinance 2017-20 on Second Reading. Vote was unanimous.

There being no further business, the Mayor adjourned the meeting at 7:38 p.m.

Matt Hall
Mayor

Cindy Baker
Administrative Services Officer/Clerk

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
3E COMPANY					
	3EU0077888	MSDS SERVICE	07/21/2017	243.75	.00
	3EU0077888	MSDS SERVICE	07/21/2017	243.75	.00
	3EU0077888	MSDS SERVICE	07/21/2017	243.75	.00
	3EU0077888	MSDS SERVICE	07/21/2017	243.75	.00
Total :				975.00	.00
Total 3E COMPANY:				975.00	.00
AMERICAN FAMILY LIFE ASSUR					
	324486	EMPLOYEE PREMIUMS	07/26/2017	2,420.64	2,420.64
Total :				2,420.64	2,420.64
Total AMERICAN FAMILY LIFE ASSUR:				2,420.64	2,420.64
AMERICAN PUBLIC POWER ASSOCIATION					
	297609	DUES & SUBSCRIPTIONS	06/07/2017	3,919.92	.00
Total :				3,919.92	.00
Total AMERICAN PUBLIC POWER ASSOCIATION:				3,919.92	.00
AMERICAN WELDING & GAS, INC.					
	04962568	SUPPLIES	07/31/2017	59.24	.00
Total :				59.24	.00
Total AMERICAN WELDING & GAS, INC.:				59.24	.00
ANIXTER INC					
	3541349-02	Xfmr 1ph 25 kVA URD 120/240-7.2	07/18/2017	5,892.92	.00
	3541349-02	SY - Xfmr 1ph 50 kVA O/H 120/240	07/18/2017	2,350.88	.00
	3619486-00	Conduit, 6" PVC - 10ft section	07/20/2017	6,736.24	.00
	3619486-00	Conduit, 6" PVC - 10ft section	07/20/2017	1,970.64	.00
Total :				16,950.68	.00
Total ANIXTER INC:				16,950.68	.00
BLACK HILLS ENERGY					
	080417	UTILITIES	08/04/2017	18.84	.00
	080417	UTILITIES	08/04/2017	175.69	.00
	080417	UTILITIES	08/04/2017	90.10	.00
	080417	UTILITIES	08/04/2017	999.02	.00
	080417	UTILITIES	08/04/2017	2,997.07	.00
	080417	UTILITIES	08/04/2017	36.63	.00
	080417	UTILITIES	08/04/2017	64.31	.00
Total :				4,381.66	.00
Total BLACK HILLS ENERGY:				4,381.66	.00
BORDER STATES INDUSTRIES, INC					
	913399737	Wire, primary, 500MCM cu, jacketed, 25KV	07/18/2017	5,156.68	.00
	913399737	Wire, primary, 500MCM cu, jacketed, 25KV	07/18/2017	53,236.28	.00
	913457937	Meter F2S 1ph 240v C320 W Demand	07/27/2017	4,489.32	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	913457937	Meter 4S 1ph 3w c20 120-480v dmd	07/27/2017	2,812.24	.00
	913457937	F6/9/36S 3ph 4w c20 120-480v dmd	07/27/2017	2,992.88	.00
	913457937	F12S 3ph 3w c200 120-240v dmd	07/27/2017	1,540.04	.00
	913457937	F14/15/16S 3ph 4w c200 120-480v	07/27/2017	4,489.32	.00
	913474787	Xfmr 1ph 25 kVA URD 120/240 2.4/7.2kV	07/31/2017	4,135.92	.00
	913474787	Xfmr 1ph 50 KVA URD VFI 2.4/7.2 120/240	07/31/2017	7,936.84	.00
Total :				86,789.52	.00
Total BORDER STATES INDUSTRIES, INC:				86,789.52	.00
BRUCO, INC					
	362021	CUSTODIAL SUPPLIES	07/13/2017	144.02	.00
Total :				144.02	.00
Total BRUCO, INC:				144.02	.00
CARQUEST AUTO PARTS					
	2874-IC-33118	credit repair parts - VM	07/07/2017	11.02-	.00
	2874-IC-33136	credit repair parts - VM	07/11/2017	4.76-	.00
	2874-IC-33140	credit repair parts - VM	07/11/2017	6.89-	.00
	2874-IC-33153	credit repair parts - VM	07/12/2017	22.00-	.00
	2874-IC-33235	credit repair parts - VM	07/24/2017	214.18-	.00
	2874-ID-24030	repair parts - VM	07/11/2017	107.75	.00
	2874-ID-33080	repair parts - VM	07/03/2017	9.10	.00
	2874-ID-33085	repair parts - VM	07/03/2017	40.94	.00
	2874-ID-33102	repair parts - VM	07/06/2017	11.08	.00
	2874-ID-33104	repair parts - VM	07/06/2017	11.08	.00
	2874-ID-33113	repair parts - VM	07/07/2017	9.10	.00
	2874-ID-33113	repair parts - VM	07/07/2017	162.34	.00
	2874-ID-33114	repair parts - VM	07/07/2017	4.13	.00
	2874-ID-33114	repair parts - VM	07/07/2017	11.02	.00
	2874-ID-33115	repair parts - VM	07/07/2017	105.18	.00
	2874-ID-33124	repair parts - VM	07/10/2017	11.02	.00
	2874-ID-33127	repair parts - VM	07/10/2017	76.57	.00
	2874-ID-33127	repair parts - VM	07/10/2017	6.08	.00
	2874-ID-33134	repair parts - VM	07/11/2017	7.21	.00
	2874-ID-33135	repair parts - VM	07/11/2017	4.76	.00
	2874-ID-33138	repair parts - VM	07/11/2017	18.76	.00
	2874-ID-33140	repair parts - VM	07/11/2017	6.89	.00
	2874-ID-33140	repair parts - VM	07/11/2017	6.89	.00
	2874-ID-33145	repair parts - VM	07/12/2017	2.87	.00
	2874-ID-33150	repair parts - VM	07/12/2017	198.28	.00
	2874-ID-33154	repair parts - VM	07/13/2017	22.45	.00
	2874-ID-33156	repair parts - VM	07/13/2017	7.81	.00
	2874-ID-33159	repair parts - VM	07/13/2017	42.70	.00
	2874-ID-33183	repair parts - VM	07/17/2017	78.29	.00
	2874-ID-33189	repair parts - VM	07/18/2017	39.58	.00
	2874-ID-33189	repair parts - VM	07/18/2017	34.80	.00
	2874-ID-33193	repair parts - VM	07/18/2017	381.49	.00
	2874-ID-33194	repair parts - VM	07/18/2017	128.58	.00
	2874-ID-33202	repair parts - VM	07/19/2017	4.50	.00
	2874-ID-33202	repair parts - VM	07/19/2017	3.88	.00
	2874-ID-33206	shop supplies - VM	07/20/2017	39.64	.00
	2874-ID-33212	repair parts - VM	07/20/2017	4.74	.00
	2874-ID-33220	repair parts - VM	07/21/2017	7.99	.00
	2874-ID-33226	repair parts - VM	07/21/2017	81.05	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	2874-ID-33234	repair parts - VM	07/24/2017	2.66	.00
	2874-ID-33237	repair parts - VM	07/24/2017	6.96	.00
	2874-ID-33244	repair parts - VM	07/25/2017	2.87	.00
	2874-ID-33256	repair parts - VM	07/26/2017	36.85	.00
	2874-ID-33257	repair parts - VM	07/26/2017	13.44	.00
	2874-ID-33276	repair parts - VM	07/28/2017	3.04	.00
	2874-ID-33291	repair parts - VM	07/31/2017	9.10	.00
	2874-ID-33292	repair parts - VM	07/31/2017	8.28	.00
Total :				1,512.90	.00
Total CARQUEST AUTO PARTS:				1,512.90	.00
CITY OF CODY					
	17.0600.17	APPLY UTILITY DEPOSIT	08/03/2017	300.00	.00
Total :				300.00	.00
Total CITY OF CODY:				300.00	.00
CODY VETERINARY HOSPITAL					
	17-480	RESTITUTION - MC-1705-029	08/02/2017	50.00	.00
	6495-1	RESTITUTION - JOSHUA WARD MC-1703-026	08/02/2017	200.00	.00
Total :				250.00	.00
Total CODY VETERINARY HOSPITAL:				250.00	.00
COPENHAVER KATH KITCHEN KOLPITCKE LLC					
	73117	LEGAL SERVICES - JULY 2017	08/02/2017	6,907.92	.00
Total :				6,907.92	.00
Total COPENHAVER KATH KITCHEN KOLPITCKE LLC:				6,907.92	.00
CORTEZ, TERESA					
	17.8030.12	REFUND DEPOSIT	07/31/2017	151.55	.00
Total :				151.55	.00
Total CORTEZ, TERESA:				151.55	.00
DAVIS, LYNN					
	20.0455.15	REFUND DEPOSIT	07/27/2017	140.45	.00
Total :				140.45	.00
Total DAVIS, LYNN:				140.45	.00
EAGLE RECOVERY, LLC					
	13011	TOW VEHICLE	07/18/2017	60.00	.00
Total :				60.00	.00
Total EAGLE RECOVERY, LLC:				60.00	.00
ENGINEERING ASSOCIATES					
	3707038	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	07/21/2017	1,377.86	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	3707038	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	07/21/2017	3,256.76	.00
	3707038	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	07/21/2017	1,628.38	.00
	3707039	PROJECT # 14111.02 WWTF PHASE 2 PROCESS DESIGN	07/21/2017	512.00	.00
	3707040	PROJECT # 14111.03 WWTF PHASE 2	07/21/2017	1,100.00	.00
Total :				7,875.00	.00
Total ENGINEERING ASSOCIATES:				7,875.00	.00
FASTENAL COMPANY 01WYCDY					
	WYCDY71929	CASTERS FOR DUMPSTERS	07/19/2017	200.67	.00
Total :				200.67	.00
Total FASTENAL COMPANY 01WYCDY:				200.67	.00
GERAGHTY, PATRICK					
	06231	BULLETIN BOARD FOR DRUG BOARD	07/08/2017	9.42	.00
Total :				9.42	.00
Total GERAGHTY, PATRICK:				9.42	.00
HARRIS TRUCKING AND CONSTRUCTION					
WYOMING STEEL SERVICES LLC	005006	RECYCLING HAULING	07/10/2017	475.00	.00
Total :				475.00	.00
Total HARRIS TRUCKING AND CONSTRUCTION:				475.00	.00
HARRIS TRUCKING AND CONSTRUCTION CO					
PARK COUNTY READY MIX	113271	TRAILHEAD 7	07/25/2017	178.12	.00
PARK COUNTY READY MIX	113271	BEACON HILL	07/25/2017	178.13	.00
Total :				356.25	.00
Total HARRIS TRUCKING AND CONSTRUCTION CO:				356.25	.00
HARRIS TRUCKING AND CONSTRUCTION CO.					
	129605	ASPHALT	07/15/2017	960.00	.00
	PAY APP #8 W	WASTE WATER TREATMENT FACILITY PHASE 1	07/05/2017	26,266.56	.00
	PAY APP #8 W	WASTE WATER TREATMENT FACILITY PHASE 1	07/05/2017	62,084.59	.00
	PAY APP #8 W	WASTE WATER TREATMENT FACILITY PHASE 1	07/05/2017	31,042.29	.00
	RET #8 WWTF	WWTF - PHASE 1 RETAINGE	07/05/2017	2,918.51	.00
	RET #8 WWTF	WWTF - PHASE 1 RETAINGE	07/05/2017	6,898.29	.00
	RET #8 WWTF	WWTF - PHASE 1 RETAINGE	07/05/2017	3,449.14	.00
Total :				133,619.38	.00
Total HARRIS TRUCKING AND CONSTRUCTION CO.:				133,619.38	.00
HART, WILLIAM TYLER					
	3.0600.34	REFUND DEPOSIT	08/01/2017	58.29	.00
Total :				58.29	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total HART, WILLIAM TYLER:				58.29	.00
INTERMOUNTAIN ELECTRIC SERVICE					
	P1206	BEACON SERVICE LINE REBUILD	07/18/2017	3,040.00	.00
Total :				3,040.00	.00
Total INTERMOUNTAIN ELECTRIC SERVICE:				3,040.00	.00
KEAHEY, JEFFREY					
	17.3610.13	REFUND DEPOSIT	07/28/2017	285.25	.00
Total :				285.25	.00
Total KEAHEY, JEFFREY:				285.25	.00
KITCHEN, SCOTT					
	73117	MILEAGE REIMBURSEMENT	07/31/2017	38.47	.00
Total :				38.47	.00
Total KITCHEN, SCOTT:				38.47	.00
LAW OFFICE OF ALEX H. SITZ III INC					
	18336	COURT APPOINTED ATTORNEY - REBECCA VARIAN	07/21/2017	311.24	.00
Total :				311.24	.00
Total LAW OFFICE OF ALEX H. SITZ III INC:				311.24	.00
LAW, AMY					
	1830	REC CENTER REFUND	07/12/2017	1.00	.00
Total :				1.00	.00
Total LAW, AMY:				1.00	.00
LEE, KENNY					
	17.6210.11	REFUND CREDIT BALANCE	07/28/2017	70.14	.00
Total :				70.14	.00
Total LEE, KENNY:				70.14	.00
LEROUX, INC					
BOONES MACHINE SHOP/YANKEE CA	22624	LIGHT TOWERS FOR RODEO GROUNDS	07/05/2017	861.70	.00
Total :				861.70	.00
Total LEROUX, INC:				861.70	.00
LEWIS, ELLA					
	08022017	RESTITUTION FROM STEPHEN REX JR MC-1701-001	08/02/2017	200.00	.00
Total :				200.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total LEWIS, ELLA:				200.00	.00
MALTBY, CONNIE					
	080217	RESTITUTION FROM JOHN EDWARDS MC-1606-002	08/02/2017	100.00	.00
Total :				100.00	.00
Total MALTBY, CONNIE:				100.00	.00
MANAGER PLUS					
	307-587-2958	COMPUTER SOFTWARE	07/13/2017	498.00	.00
Total :				498.00	.00
Total MANAGER PLUS:				498.00	.00
MERCHANT JT&S					
	3553	EDUCATION AND TRAINING	07/28/2017	550.00	.00
Total :				550.00	.00
Total MERCHANT JT&S:				550.00	.00
MIDWAY AUTO SALES					
	080217	RESTITUTION FROM MCKENZIE RAY MC-1701-015	08/02/2017	100.00	.00
Total :				100.00	.00
Total MIDWAY AUTO SALES:				100.00	.00
MSPS					
MOUNTAIN STATES PIPE & SUPPLY	INV5158	Kamstrup 5/8" x 3/4" meter	07/14/2017	3,450.00	.00
MOUNTAIN STATES PIPE & SUPPLY	INV5158	METER	07/14/2017	1,181.25	.00
MOUNTAIN STATES PIPE & SUPPLY	INV5158	FREIGHT	07/14/2017	127.15	.00
Total :				4,758.40	.00
Total MSPS:				4,758.40	.00
NCPERS WYOMING					
	73117	PREMIUM	07/26/2017	400.00	400.00
Total :				400.00	400.00
Total NCPERS WYOMING:				400.00	400.00
NORCO, INC.					
	21671286	SUPPLIES	07/31/2017	12.15	.00
Total :				12.15	.00
Total NORCO, INC.:				12.15	.00
NORTHWEST PIPE					
	1834510	Saddle Tapping 4" x 3/4"	07/17/2017	61.87	.00
	1834510	Saddle Tapping 6" x 1"	07/17/2017	88.51	.00
	1834510	Saddle Tapping 6"x2"	07/17/2017	126.44	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	1834510	Clamp Repair 2"	07/17/2017	77.92	.00
	1834510	6" Megalug for PVC, w/acc.	07/17/2017	375.24	.00
	1834510	6" MJ, CI Cap	07/17/2017	30.09	.00
	1834510	8" MJ, CI Cap	07/17/2017	50.16	.00
	1834510	6" MJ, CI Plug	07/17/2017	40.12	.00
	1834510	24B, Bottom Section, (24")	07/17/2017	129.15	.00
	1834510	69T, Top Riser, 9", male thread	07/17/2017	154.50	.00
	1834516	26T, Top Section, (26")	07/17/2017	147.27	.00
	1834516	Valve Box Lid	07/17/2017	61.48	.00
	1834516	#58, 14" extension	07/17/2017	114.57	.00
Total :				1,457.32	.00
Total NORTHWEST PIPE:				1,457.32	.00
NYFFLER, RHONDA					
	080217	RESTITUTION FROM JENNIFER WEINGARTNER MC-1510-002	08/02/2017	100.00	.00
Total :				100.00	.00
Total NYFFLER, RHONDA:				100.00	.00
PARK COUNTY ANIMAL SHELTER					
	80117	ANIMAL SERVICE CONTRACT	08/01/2017	3,750.00	.00
Total :				3,750.00	.00
Total PARK COUNTY ANIMAL SHELTER:				3,750.00	.00
PARK COUNTY LANDFILL					
	073117	LANDFILL CHARGES	07/31/2017	78,059.64	.00
Total :				78,059.64	.00
Total PARK COUNTY LANDFILL:				78,059.64	.00
PARK COUNTY PUBLIC HEALTH					
	1307	HEP B VACCINE	07/21/2017	40.00	.00
Total :				40.00	.00
Total PARK COUNTY PUBLIC HEALTH:				40.00	.00
PARK COUNTY SHERIFF					
	073117	INCARCERATION - JULY 2017	07/31/2017	240.00	.00
Total :				240.00	.00
Total PARK COUNTY SHERIFF:				240.00	.00
PELIS, RYAN					
	080217	RESTITUTION FROM MC-1504-021 RHIANNON THOMPSON	08/02/2017	48.00	.00
Total :				48.00	.00
Total PELIS, RYAN:				48.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
POSTELL, CONSUELA					
	080217	RESTITUTION FROM KYM D ERWIN MC-1601-003	08/02/2017	100.00	.00
Total :				100.00	.00
Total POSTELL, CONSUELA:				100.00	.00
POWELL VALLEY RECYCLING					
	072017	BALING WIRE	07/20/2017	1,120.00	.00
Total :				1,120.00	.00
Total POWELL VALLEY RECYCLING:				1,120.00	.00
PROVIDENT LIFE & ACCIDENT INS					
	73117	UNUM OPTIONAL POLICIES PREMIUM	07/26/2017	167.06	167.06
Total :				167.06	167.06
Total PROVIDENT LIFE & ACCIDENT INS :				167.06	167.06
PULLIAM, HENRY B					
	080217	RESTITUTION FROM DENISE ROSECHANDLER MC-1704-030	08/02/2017	200.00	.00
Total :				200.00	.00
Total PULLIAM, HENRY B:				200.00	.00
RANDOLPH, GARRETT					
	71117	CONCERTS IN THE PARK	07/11/2017	500.00	.00
Total :				500.00	.00
Total RANDOLPH, GARRETT:				500.00	.00
RECEIVABLES CONTROL CORPORATION					
	9204692	PEST CONTROL - REC CENTER	02/14/2017	241.58	.00
	9374469	PEST CONTROL - REC CENTER	03/27/2017	245.26	.00
Total :				486.84	.00
Total RECEIVABLES CONTROL CORPORATION:				486.84	.00
RINGLER, DESEREA					
	1835	REC CENTER REFUND	07/12/2017	25.00	.00
Total :				25.00	.00
Total RINGLER, DESEREA:				25.00	.00
ROTARY CLUB OF CODY					
	1232	ROTARY DUES	07/17/2017	65.00	.00
Total :				65.00	.00
Total ROTARY CLUB OF CODY:				65.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ROTHLEUNER, GARRET					
	1832	REC CENTER REFUND	07/20/2017	56.00	.00
Total :				56.00	.00
Total ROTHLEUNER, GARRET:				56.00	.00
SABER PEST CONTROLL LLC					
	AUD103	PEST CONTROL - AUDITORIUM	07/25/2017	80.00	.00
	CH103	PEST CONTROL - CITY HALL	07/25/2017	60.00	.00
	REC105	PEST CONTROL - REC CENTER	07/25/2017	180.00	.00
Total :				320.00	.00
Total SABER PEST CONTROLL LLC:				320.00	.00
SANDERSON, THERESE					
	11.1470.51	REFUND DEPOSIT	08/01/2017	165.86	.00
Total :				165.86	.00
Total SANDERSON, THERESE:				165.86	.00
SCHRIEVER, STACY LYNN					
	1833	REC CENTER REFUND	07/20/2017	68.00	.00
Total :				68.00	.00
Total SCHRIEVER, STACY LYNN:				68.00	.00
SCOTT, JENNIFER					
	14.1160.30	REFUND CREDIT BALANCE	07/20/2017	52.87	.00
Total :				52.87	.00
Total SCOTT, JENNIFER:				52.87	.00
SCREEN DOOR PORCH LLC					
	081717	CONCERTS IN THE PARK	08/16/2017	1,000.00	.00
Total :				1,000.00	.00
Total SCREEN DOOR PORCH LLC:				1,000.00	.00
SHOSHONE MUNICIPAL PIPELINE					
	080117	SMP WATER PURCHASES - JULY 2017	08/01/2017	180,068.02	.00
Total :				180,068.02	.00
Total SHOSHONE MUNICIPAL PIPELINE:				180,068.02	.00
SYSTEMS GRAPHICS INC					
ADVANCED INFO SYSTEMS	13905	CYCLE 2 OUTSOURCE BILLS	07/27/2017	1.81	.00
ADVANCED INFO SYSTEMS	13905	CYCLE 2 OUTSOURCE BILLS	07/27/2017	19.84	.00
ADVANCED INFO SYSTEMS	13905	CYCLE 2 OUTSOURCE BILLS	07/27/2017	30.65	.00
ADVANCED INFO SYSTEMS	13905	CYCLE 2 OUTSOURCE BILLS	07/27/2017	12.62	.00
ADVANCED INFO SYSTEMS	13905	CYCLE 2 OUTSOURCE BILLS	07/27/2017	115.40	.00
ADVANCED INFO SYSTEMS	13909	CYCLE 3 OUTSOURCE BILLS	07/27/2017	4.05	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ADVANCED INFO SYSTEMS	13909	CYCLE 3 OUTSOURCE BILLS	07/27/2017	44.49	.00
ADVANCED INFO SYSTEMS	13909	CYCLE 3 OUTSOURCE BILLS	07/27/2017	68.76	.00
ADVANCED INFO SYSTEMS	13909	CYCLE 3 OUTSOURCE BILLS	07/27/2017	28.31	.00
ADVANCED INFO SYSTEMS	13909	CYCLE 3 OUTSOURCE BILLS	07/27/2017	258.86	.00
Total :				584.79	.00
Total SYSTEMS GRAPHICS INC:				584.79	.00
TAMLYN, CHARLES					
	17.1765.16	REFUND DEPOSIT	08/01/2017	110.69	.00
Total :				110.69	.00
Total TAMLYN, CHARLES:				110.69	.00
TECH PRODUCTS					
	77156	SYSTEM MAINTENANCE	07/24/2017	619.96	.00
Total :				619.96	.00
Total TECH PRODUCTS:				619.96	.00
TEREX UTILITIES INC					
DBA TEREX SERVICES	90847827	TRUCK MAINTENANCE	07/26/2017	160.62	.00
DBA TEREX SERVICES	90847905	TRUCK TEST	07/26/2017	600.00	.00
DBA TEREX SERVICES	90847913	TRUCK TEST	07/26/2017	600.00	.00
DBA TEREX SERVICES	90847922	TRUCK MAINTENANCE	07/26/2017	865.03	.00
DBA TEREX SERVICES	90847926	TRUCK MAINTENANCE	07/26/2017	640.18	.00
DBA TEREX SERVICES	90847939	TRUCK MAINTENANCE	07/26/2017	1,165.52	.00
Total :				4,031.35	.00
Total TEREX UTILITIES INC:				4,031.35	.00
THE HIGH COUNTRY COWBOYS					
	082417	CONCERTS IN THE PARK	08/16/2017	1,000.00	.00
Total :				1,000.00	.00
Total THE HIGH COUNTRY COWBOYS:				1,000.00	.00
TWO TOUGH GUYS SERVICES, LLC					
	24796	ROLL OFF CONTAINER FOR JULY 4TH	07/06/2017	201.54	.00
Total :				201.54	.00
Total TWO TOUGH GUYS SERVICES, LLC:				201.54	.00
U S BANK PURCHASE CARD					
	080817	Disputed transaction credit	08/07/2017	969.00-	.00
	080817	disputed transaction credit	08/07/2017	103.95-	.00
	080817	GFOA finance training	08/07/2017	170.00	.00
	080817	travel expense	08/07/2017	7.94	.00
	080817	supplies	08/07/2017	201.98	.00
	080817	Deposit bags	08/07/2017	52.88	.00
	080817	Return credit	08/07/2017	19.08-	.00
	080817	Toner cartridges, bank bags	08/07/2017	943.48	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	supplies	08/07/2017	57.33	.00
	080817	vehicle serviced	08/07/2017	150.00	.00
	080817	shipping	08/07/2017	62.64	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	25.32	.00
	080817	Utilities - TCT	08/07/2017	836.68	.00
	080817	Advertising	08/07/2017	170.00	.00
	080817	Advertising	08/07/2017	5,386.38	.00
	080817	Website Hosting and Support	08/07/2017	6,505.61	.00
	080817	Firewall/security/cupposrt services	08/07/2017	2,160.00	.00
	080817	Firewall/security/cupposrt services	08/07/2017	1,596.00	.00
	080817	GFOA annual dues	08/07/2017	170.00	.00
	080817	Binding services	08/07/2017	54.00	.00
	080817	Risk assessments	08/07/2017	355.91	.00
	080817	Risk assessments	08/07/2017	305.08	.00
	080817	printer	08/07/2017	308.99	.00
	080817	credit for duplicate payment	08/07/2017	2,201.65-	.00
Total Administrative Services:				16,226.54	.00
	080817	meetings	08/07/2017	34.99	.00
	080817	pool chemicals	08/07/2017	355.55	.00
	080817	pool chemicals	08/07/2017	4,059.23	.00
	080817	misc. items	08/07/2017	229.36	.00
	080817	misc. supplies	08/07/2017	543.50	.00
	080817	Printer, Ethernet Adapter	08/07/2017	12.99	.00
	080817	chlorine monitor	08/07/2017	44.50	.00
	080817	cpr masks and kits	08/07/2017	715.95	.00
	080817	safety equip	08/07/2017	110.48	.00
	080817	safety equipm	08/07/2017	630.54	.00
	080817	safety equipment	08/07/2017	114.09	.00
	080817	programs	08/07/2017	195.00	.00
	080817	programs-balloons	08/07/2017	34.40	.00
	080817	programs	08/07/2017	10.98	.00
	080817	programs	08/07/2017	12.58	.00
	080817	programs	08/07/2017	124.55	.00
	080817	programs	08/07/2017	123.70	.00
	080817	programs	08/07/2017	23.92	.00
	080817	programs	08/07/2017	240.79	.00
	080817	programs	08/07/2017	39.98	.00
	080817	programs	08/07/2017	56.28	.00
	080817	programs	08/07/2017	38.42	.00
	080817	programs	08/07/2017	51.56	.00
	080817	programs	08/07/2017	51.48	.00
	080817	programs	08/07/2017	147.86	.00
	080817	programs	08/07/2017	24.98	.00
	080817	programs	08/07/2017	14.98	.00
	080817	programs	08/07/2017	29.96	.00
	080817	programs	08/07/2017	44.12	.00
	080817	programs	08/07/2017	51.85	.00
	080817	programs	08/07/2017	48.00	.00
	080817	programs	08/07/2017	1,070.74	.00
	080817	programs	08/07/2017	90.92	.00
	080817	programs	08/07/2017	138.84	.00
	080817	programs	08/07/2017	69.00	.00
	080817	programs	08/07/2017	1,043.45	.00
	080817	programs	08/07/2017	47.39	.00
	080817	programs	08/07/2017	7.79	.00
	080817	programs	08/07/2017	31.79	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	programs	08/07/2017	37.95	.00
	080817	programs	08/07/2017	22.19	.00
	080817	programs	08/07/2017	31.69	.00
	080817	programs	08/07/2017	29.28	.00
	080817	programs	08/07/2017	15.68	.00
	080817	repairs	08/07/2017	142.29	.00
	080817	misc. supplies	08/07/2017	50.97	.00
	080817	repairs	08/07/2017	124.92	.00
	080817	repairs	08/07/2017	39.99	.00
	080817	repairs	08/07/2017	275.93	.00
	080817	repairs	08/07/2017	561.90	.00
	080817	repairs	08/07/2017	31.98	.00
	080817	repairs	08/07/2017	739.58	.00
	080817	repairs	08/07/2017	.09	.00
	080817	cert. fees	08/07/2017	35.00	.00
	080817	programs	08/07/2017	27.00	.00
Total Aquatics:				12,882.93	.00
	080817	training	08/07/2017	5.82	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	49.51	.00
Total City Administrator:				55.33	.00
	080817	Car Wash	08/07/2017	13.00	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	255.36	.00
	080817	computer	08/07/2017	1,359.01	.00
Total Community Development:				1,627.37	.00
	080817	Boots John Buffkin	08/07/2017	432.16	.00
	080817	Chop Saw - Tools	08/07/2017	199.99	.00
	080817	Tools	08/07/2017	52.98	.00
	080817	Locating Supplies	08/07/2017	95.52	.00
	080817	Office Supplies	08/07/2017	32.51	.00
	080817	Office Supplies	08/07/2017	16.75	.00
	080817	Shop Supplies	08/07/2017	84.27	.00
	080817	Supplies	08/07/2017	20.41	.00
	080817	Wood Preservative Supplies	08/07/2017	53.98	.00
	080817	Supplies	08/07/2017	40.04	.00
	080817	Truck Supplies/Allen Avenue Conduit	08/07/2017	204.80	.00
	080817	Office Supplies	08/07/2017	2.71	.00
	080817	Office Supplies	08/07/2017	7.38	.00
	080817	Wash Explorer	08/07/2017	13.00	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	293.59	.00
	080817	Utilities - TCT	08/07/2017	86.23	.00
	080817	Utilities - Century Link	08/07/2017	38.57	.00
	080817	ARC GIS SOFTWARE	08/07/2017	1,080.00	.00
	080817	adapter - computer equipment	08/07/2017	19.01	.00
	080817	computers	08/07/2017	2,794.96	.00
	080817	Sonotube for new streetlight bases	08/07/2017	675.00	.00
	080817	Allen Ave Project	08/07/2017	127.15	.00
	080817	Truck Supplies/Allen Avenue Conduit	08/07/2017	371.17	.00
	080817	Beacon Hill Tie Line Phase 2	08/07/2017	50.00	.00
	080817	Beacon Hill Tie Line Phase 2 eqpt rental	08/07/2017	35.00	.00
	080817	Material for Concrete Vaults - Beacon Hill Phase 2	08/07/2017	237.75	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total Electric:				7,064.93	.00
	080817	meeting expenses	08/07/2017	24.31	.00
	080817	Travel - gasoline	08/07/2017	30.77	.00
	080817	Travel expenses	08/07/2017	48.57	.00
Total Mayor-Council:				103.65	.00
	080817	Uniform	08/07/2017	99.99	.00
	080817	Blower	08/07/2017	239.95	.00
	080817	Tools	08/07/2017	21.98	.00
	080817	RR supplies	08/07/2017	1,669.59	.00
	080817	Supplies	08/07/2017	9.07	.00
	080817	Supplies	08/07/2017	13.99	.00
	080817	Swim dock	08/07/2017	49.00	.00
	080817	Swim dock	08/07/2017	144.58	.00
	080817	Swim dock	08/07/2017	39.59	.00
	080817	Supplies	08/07/2017	15.47	.00
	080817	Materials	08/07/2017	39.98	.00
	080817	Supplies	08/07/2017	28.98	.00
	080817	Supplies	08/07/2017	2.40	.00
	080817	Supplies	08/07/2017	5.99	.00
	080817	Ballfield	08/07/2017	31.99	.00
	080817	Materials	08/07/2017	13.23	.00
	080817	Paul Stock	08/07/2017	43.54	.00
	080817	Paul Stock	08/07/2017	21.51	.00
	080817	Paul Stock sign	08/07/2017	17.18	.00
	080817	Paul Stock sign	08/07/2017	6.49	.00
	080817	Paul Stock sign	08/07/2017	15.28	.00
	080817	Stain	08/07/2017	144.95	.00
	080817	Supplies	08/07/2017	30.62	.00
	080817	Supplies	08/07/2017	13.98	.00
	080817	Supplies	08/07/2017	6.79	.00
	080817	Supplies	08/07/2017	13.98	.00
	080817	Supplies	08/07/2017	17.99	.00
	080817	Supplies	08/07/2017	5.99	.00
	080817	Supplies	08/07/2017	1.72	.00
	080817	Supplies	08/07/2017	15.98	.00
	080817	Supplies	08/07/2017	3.96	.00
	080817	Supplies	08/07/2017	7.99	.00
	080817	Supplies	08/07/2017	2.10	.00
	080817	Swim dock	08/07/2017	44.31	.00
	080817	Materials	08/07/2017	4.99	.00
	080817	Materials/Irrigation supplies	08/07/2017	15.99	.00
	080817	Safety glasses	08/07/2017	5.95	.00
	080817	Ballfield tools	08/07/2017	54.98	.00
	080817	Pruning supplies	08/07/2017	26.99	.00
	080817	Landscaping at rec	08/07/2017	16.47	.00
	080817	Rec Center landscaping	08/07/2017	179.95	.00
	080817	Irrigation stock	08/07/2017	17.72	.00
	080817	Landscaping at rec	08/07/2017	1.58	.00
	080817	Irrigation head repairs	08/07/2017	1,105.14	.00
	080817	Irrigation head replacement	08/07/2017	1,515.35	.00
	080817	Irrigation repairs	08/07/2017	72.34	.00
	080817	Irrigation repairs	08/07/2017	270.00	.00
	080817	Irrigation stock	08/07/2017	7.28	.00
	080817	Materials/Irrigation supplies	08/07/2017	8.27	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	Sprinkler head replacement	08/07/2017	479.20	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	61.65	.00
	080817	Utilities - TCT	08/07/2017	86.14	.00
	080817	Equipment maintenance	08/07/2017	22.50	.00
	080817	Z-turn repairs	08/07/2017	49.40	.00
Total Parks Maintenance:				6,842.03	.00
	080817	Bulletproof Leadership Tips Volume 3 C01	08/07/2017	125.95	.00
	080817	IAPE Training for C14	08/07/2017	375.00	.00
	080817	training	08/07/2017	10.03	.00
	080817	training	08/07/2017	22.23	.00
	080817	training	08/07/2017	6.11	.00
	080817	training	08/07/2017	11.50	.00
	080817	training	08/07/2017	16.58	.00
	080817	training	08/07/2017	8.58	.00
	080817	training	08/07/2017	9.22	.00
	080817	training	08/07/2017	5.76	.00
	080817	training	08/07/2017	6.36	.00
	080817	training	08/07/2017	5.76	.00
	080817	training	08/07/2017	6.11	.00
	080817	Travel expense - NIBRS training	08/07/2017	8.58	.00
	080817	Travel expense - NIBRS training	08/07/2017	14.17	.00
	080817	Travel expense - NIBRS training	08/07/2017	16.42	.00
	080817	Travel expense - NIBRS training	08/07/2017	17.56	.00
	080817	Travel expense - NIBRS training	08/07/2017	9.76	.00
	080817	Travel expense - NIBRS training	08/07/2017	11.45	.00
	080817	Travel expense - NIBRS training	08/07/2017	5.41	.00
	080817	Travel expense - NIBRS training	08/07/2017	17.62	.00
	080817	Travel expense - NIBRS training	08/07/2017	6.11	.00
	080817	Travel expense - NIBRS training	08/07/2017	9.15	.00
	080817	Travel expense - NIBRS training	08/07/2017	8.60	.00
	080817	Travel expense - NIBRS training	08/07/2017	14.94	.00
	080817	Travel expense - NIBRS training	08/07/2017	409.76	.00
	080817	Meal at FTO Training - C24	08/07/2017	12.07	.00
	080817	Meal at FTO Training - C24	08/07/2017	15.00	.00
	080817	Meal at FTO Training - C24	08/07/2017	26.51	.00
	080817	Meal at FTO Training - C24	08/07/2017	15.00	.00
	080817	Meal at FTO Training - C24	08/07/2017	14.05	.00
	080817	Airplane ticket for C14 IAPE training in Colorado	08/07/2017	547.40	.00
	080817	Car rental C14 IAPE Evidence Management Training in Colorado	08/07/2017	281.44	.00
	080817	Lodging C17 NASRO Conference Riverton	08/07/2017	508.69	.00
	080817	Meal at FTO Training - C07	08/07/2017	14.58	.00
	080817	Meal at FTO Training - C07	08/07/2017	13.95	.00
	080817	Meal at FTO Training - C07	08/07/2017	13.95	.00
	080817	Meal at FTO Training - C07	08/07/2017	14.26	.00
	080817	Sewing Charges - C01	08/07/2017	10.00	.00
	080817	Uniforms - Trousers - C01	08/07/2017	107.98	.00
	080817	Sewing Charges - C05	08/07/2017	88.50	.00
	080817	Jacket C06	08/07/2017	206.52	.00
	080817	Lapel Mic and Ear peace C06	08/07/2017	115.74	.00
	080817	Uniform C06	08/07/2017	75.53	.00
	080817	Uniforms - Boots - C22	08/07/2017	198.99	.00
	080817	Sewing Charges C13	08/07/2017	32.00	.00
	080817	Sewing Charges C17 SRO	08/07/2017	179.60	.00
	080817	Retirement plaque for Det. Parduba - C01	08/07/2017	253.00	.00
	080817	Patrol supplies	08/07/2017	10.35	.00
	080817	Food for retirement party - C30	08/07/2017	128.94	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	Junior Plastic Badges - C30	08/07/2017	415.00	.00
	080817	Retirement gift - C14	08/07/2017	29.91	.00
	080817	Car wash C01	08/07/2017	11.00	.00
	080817	Car Wash C08	08/07/2017	9.00	.00
	080817	Car Wash - C25	08/07/2017	10.00	.00
	080817	Car wash C06	08/07/2017	9.00	.00
	080817	Car wash C06	08/07/2017	9.00	.00
	080817	Car wash C06	08/07/2017	9.00	.00
	080817	Car wash C23	08/07/2017	9.00	.00
	080817	Car Wash - C21	08/07/2017	9.00	.00
	080817	Car wash C21	08/07/2017	9.00	.00
	080817	Car Wash - C11	08/07/2017	5.77	.00
	080817	Car wash C11	08/07/2017	5.89	.00
	080817	Car wash C13	08/07/2017	9.00	.00
	080817	Car Wash C09	08/07/2017	9.00	.00
	080817	Car wash C24	08/07/2017	7.47	.00
	080817	Car wash C07	08/07/2017	9.00	.00
	080817	Car wash C07	08/07/2017	9.00	.00
	080817	Evidence Shipping	08/07/2017	9.28	.00
	080817	Evidence Shipping	08/07/2017	9.71	.00
	080817	Evidence shipping - C14	08/07/2017	24.26	.00
	080817	Postage for evidence shipping - C14	08/07/2017	21.21	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	1,452.47	.00
	080817	Utilities - TCT	08/07/2017	56.45	.00
	080817	Utilities - Century Link	08/07/2017	38.33	.00
	080817	1 yr subscription	08/07/2017	30.00	.00
	080817	WASCOP dues for 2017	08/07/2017	350.00	.00
Total Police Department:				6,618.52	.00
	080817	All recreation staff meeting	08/07/2017	51.84	.00
	080817	All Recreation Departments meeting	08/07/2017	160.83	.00
	080817	file set	08/07/2017	17.99	.00
	080817	lighter for stoves at Aud	08/07/2017	6.99	.00
	080817	cleaning supplies	08/07/2017	19.78	.00
	080817	cleaning supplies	08/07/2017	11.98	.00
	080817	cleaning supplies	08/07/2017	58.40	.00
	080817	for Auditorium lift	08/07/2017	46.14	.00
	080817	cleaning supplies	08/07/2017	243.90	.00
	080817	cleaning supplies - clean week	08/07/2017	89.89	.00
	080817	cleaning supplies for Auditorium	08/07/2017	7.99	.00
	080817	cleaning supplies for clean week	08/07/2017	38.32	.00
	080817	cleaning chemicals	08/07/2017	526.00	.00
	080817	cleaning chemicals	08/07/2017	1,087.75	.00
	080817	custodial supplies for clean week	08/07/2017	10.97	.00
	080817	step for rec center	08/07/2017	15.47	.00
	080817	Electrical work at Chamber	08/07/2017	207.84	.00
	080817	cleaning supplies	08/07/2017	9.98	.00
	080817	for rec center	08/07/2017	117.80	.00
	080817	air filter	08/07/2017	59.95	.00
	080817	annual cleaning	08/07/2017	64.96	.00
	080817	annual maint	08/07/2017	42.97	.00
	080817	annual maint	08/07/2017	12.20	.00
	080817	annual maint	08/07/2017	6.99	.00
	080817	annual maint	08/07/2017	193.90	.00
	080817	annual maintenance	08/07/2017	36.78	.00
	080817	annual maintenance	08/07/2017	108.96	.00
	080817	annual maintenance	08/07/2017	41.97	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	annual maintenance	08/07/2017	36.73	.00
	080817	annual maint	08/07/2017	31.99	.00
	080817	annual maint	08/07/2017	34.99	.00
	080817	annual repairs	08/07/2017	529.51	.00
	080817	pool paint	08/07/2017	246.34	.00
	080817	repairs	08/07/2017	166.15	.00
	080817	fuses for chillers at Rec Center	08/07/2017	87.80	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	61.65	.00
	080817	Utilities - TCT	08/07/2017	91.20	.00
	080817	portable sound system for Auditorium	08/07/2017	4,987.45	.00
	080817	credit for duplicate payment	08/07/2017	75.20-	.00
Total Public Facilities:				9,497.15	.00
	080817	inputs for concerts in the park	08/07/2017	98.96	.00
	080817	office supplies	08/07/2017	32.88	.00
	080817	staff shirt containers	08/07/2017	15.86	.00
	080817	materials and supplies	08/07/2017	139.98	.00
	080817	office supplies	08/07/2017	11.30	.00
	080817	1st aid supplies	08/07/2017	14.83	.00
	080817	program supplies and water	08/07/2017	107.63	.00
	080817	KOM supplies	08/07/2017	135.96	.00
	080817	KOM program	08/07/2017	189.00	.00
	080817	KOM supplies	08/07/2017	297.34	.00
	080817	program expenses	08/07/2017	217.55	.00
	080817	SRD and program expenses	08/07/2017	452.54	.00
	080817	batteries for fitness machines	08/07/2017	43.69	.00
	080817	softballs	08/07/2017	75.88	.00
	080817	softballs	08/07/2017	379.40	.00
	080817	tickets for fitness challenge	08/07/2017	204.46	.00
	080817	trophy's for tournaments	08/07/2017	195.00	.00
	080817	water for mini golf	08/07/2017	34.40	.00
	080817	SRD and program expenses	08/07/2017	2,000.00	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	126.41	.00
	080817	Utilities - TCT	08/07/2017	472.07	.00
	080817	utilities - charter - mini golf	08/07/2017	241.44	.00
	080817	Advertising	08/07/2017	336.00	.00
	080817	Advertising	08/07/2017	492.50	.00
	080817	sticky tape for photo wall at rec center	08/07/2017	17.91	.00
	080817	music for fitness classes	08/07/2017	9.99	.00
	080817	program supplies and water	08/07/2017	19.90	.00
	080817	water for mini golf	08/07/2017	27.96	.00
	080817	Advertising	08/07/2017	300.00	.00
	080817	KOM supplies	08/07/2017	81.60	.00
	080817	FRAC Grant	08/07/2017	42.43	.00
	080817	credit for duplicate payment	08/07/2017	1,555.00-	.00
Total Recreation Center:				5,259.87	.00
	080817	Credit	08/07/2017	35.00-	.00
	080817	Flow meter	08/07/2017	70.00	.00
	080817	4x4 stingers	08/07/2017	293.40	.00
	080817	brush and squeegee	08/07/2017	39.57	.00
	080817	cleaning wipes and grease guns	08/07/2017	14.07	.00
	080817	drinking water	08/07/2017	8.88	.00
	080817	fan	08/07/2017	73.49	.00
	080817	nuts and bolts, hook	08/07/2017	18.34	.00
	080817	pvc pipe	08/07/2017	55.20	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	trash bags	08/07/2017	128.96	.00
	080817	trash can, compost fork	08/07/2017	98.97	.00
	080817	nitrile gloves	08/07/2017	11.15	.00
	080817	propane	08/07/2017	36.30	.00
	080817	propane	08/07/2017	36.60	.00
	080817	propane	08/07/2017	31.50	.00
	080817	propane	08/07/2017	22.80	.00
	080817	propane	08/07/2017	36.90	.00
	080817	earplugs	08/07/2017	74.20	.00
	080817	G06 3 tires	08/07/2017	1,313.22	.00
	080817	G06 flat repair	08/07/2017	58.00	.00
	080817	Flat tire repair	08/07/2017	68.85	.00
	080817	cleaning wipes and grease guns	08/07/2017	57.98	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	49.50	.00
	080817	Utilities - TCT	08/07/2017	84.73	.00
	080817	ARC GIS SOFTWARE	08/07/2017	1,080.00	.00
Total Solid Waste:				3,727.61	.00
	080817	Jason bibs	08/07/2017	57.29	.00
	080817	forklift propane	08/07/2017	21.00	.00
	080817	impact wrench	08/07/2017	349.99	.00
	080817	Manhole lid lifter	08/07/2017	271.50	.00
	080817	Brooms and a sprayer	08/07/2017	100.95	.00
	080817	lock west pit	08/07/2017	26.99	.00
	080817	Water and gatorade	08/07/2017	43.83	.00
	080817	breakroom and lab supplies	08/07/2017	50.13	.00
	080817	parts for grease gun	08/07/2017	5.66	.00
	080817	swivel	08/07/2017	9.57	.00
	080817	Brake cleaner	08/07/2017	26.09	.00
	080817	Safety toe shoes	08/07/2017	155.00	.00
	080817	G04 flat tire	08/07/2017	47.85	.00
	080817	sweeper brooms	08/07/2017	1,104.97	.00
	080817	Wrench f05	08/07/2017	66.91	.00
	080817	Bolts F01	08/07/2017	33.50	.00
	080817	Felt	08/07/2017	110.21	.00
	080817	Felt	08/07/2017	132.25	.00
	080817	felt for chip seal	08/07/2017	132.25	.00
	080817	sprinkler repair circle dr	08/07/2017	12.24	.00
	080817	Traffic cones	08/07/2017	1,999.96	.00
	080817	impact for signs	08/07/2017	179.88	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	141.29	.00
	080817	Utilities - TCT	08/07/2017	166.95	.00
	080817	ARC GIS SOFTWARE	08/07/2017	1,080.00	.00
Total Streets:				6,326.26	.00
	080817	Pelican Mechanic School	08/07/2017	1,089.50	.00
	080817	Pelican Mechanic School	08/07/2017	68.09	.00
	080817	Rental car for Elgin school	08/07/2017	530.59	.00
	080817	Ted shirts	08/07/2017	136.44	.00
	080817	cordless drill	08/07/2017	159.99	.00
	080817	plier set tools	08/07/2017	19.99	.00
	080817	pipe bushing and tape	08/07/2017	11.37	.00
	080817	breakroom and lab supplies	08/07/2017	5.47	.00
	080817	Replace fire detection tire room	08/07/2017	169.57	.00
	080817	Building Mtce - Street Division	08/07/2017	51.48	.00
	080817	B 30 alignment	08/07/2017	69.95	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	080817	shop towels, tape	08/07/2017	51.94	.00
	080817	washers	08/07/2017	1.40	.00
	080817	extension cord for new cody	08/07/2017	10.99	.00
	080817	fan for new cody	08/07/2017	21.99	.00
	080817	brass fittings	08/07/2017	1,504.37	.00
	080817	inserts and couplers	08/07/2017	198.34	.00
	080817	galvanized fittings	08/07/2017	32.98	.00
	080817	valve boxes	08/07/2017	64.35	.00
	080817	blade, coupler, valve, bushing, nipple	08/07/2017	11.99	.00
	080817	coupler, nipple, adaptor, bushing, couplers	08/07/2017	21.94	.00
	080817	galvanized fittings	08/07/2017	50.08	.00
	080817	valve	08/07/2017	40.75	.00
	080817	marking paint	08/07/2017	129.12	.00
	080817	water sample shipping	08/07/2017	51.19	.00
	080817	water sample shipping	08/07/2017	51.44	.00
	080817	Utilities - Cell phones - Verizon	08/07/2017	120.14	.00
	080817	Utilities - TCT	08/07/2017	25.30	.00
	080817	ARC GIS SOFTWARE	08/07/2017	1,080.00	.00
	080817	hydrant paint	08/07/2017	100.78	.00
Total Water:				3,727.40	.00
Total U S BANK PURCHASE CARD:				97,028.34	.00
UNUM LIFE INSURANCE - LIFE					
	73117	PREMIUM JULY 2011	07/26/2017	1,641.06	1,641.06
Total :				1,641.06	1,641.06
Total UNUM LIFE INSURANCE - LIFE:				1,641.06	1,641.06
US POSTMASTER					
	080117	2 MONTHS POSTAGE FOR UTILITY BILLING	08/01/2017	3,700.00	.00
Total :				3,700.00	.00
Total US POSTMASTER:				3,700.00	.00
VANDERVEER, MARK					
	1834	REC CENTER REFUND	07/20/2017	135.00	.00
Total :				135.00	.00
Total VANDERVEER, MARK:				135.00	.00
WAMCAT TREASURER					
	70117	WAMCAT DUES (2) CINDY, DANIELLE	07/01/2017	130.00	.00
Total :				130.00	.00
Total WAMCAT TREASURER:				130.00	.00
WATRUD, ERIC					
	1831	REC CENTER REFUND	07/20/2017	277.25	.00
Total :				277.25	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total WATRUD, ERIC:				277.25	.00
WEAD, JUSTON					
	0957201	GLOCK .22 HOLSTER	07/18/2017	50.00	.00
Total :				50.00	.00
Total WEAD, JUSTON:				50.00	.00
WESCO RECEIVABLES CORP					
	123122	SYSTEM UPGRADE	07/14/2017	49.35	.00
Total :				49.35	.00
Total WESCO RECEIVABLES CORP:				49.35	.00
WESTERN UNITED ELECTRIC SUPPLY					
	4100464	Vault, 1 phase transf	07/22/2017	1,851.52	.00
	4100464	Cabinet, sectionalizing, 1 ph 200 amp	07/22/2017	311.33	.00
	4100464	FREIGHT	07/22/2017	282.77	.00
	4100465	SYSTEM REPAIRS	07/22/2017	334.65	.00
	4100465	SYSTEM UPGRADE	07/22/2017	1,796.50	.00
	4100465	BEACON HILL PHASE 2	07/22/2017	171.40	.00
	4100466	Vault, 1 phase transf	07/22/2017	972.36	.00
	4100466	SUPPLIES	07/22/2017	392.60	.00
	4100490	SYSTEM RPAIRS	07/21/2017	1,867.00	.00
	4100777	SYSTEM MAINTENANCE	07/31/2017	115.04	.00
	4100791	Cutout, non-loadbreak 100 amp 15KV	07/31/2017	1,129.05	.00
	4100957	SYSTEM UPGRADE	07/31/2017	94.01	.00
Total :				9,318.23	.00
Total WESTERN UNITED ELECTRIC SUPPLY:				9,318.23	.00
WYOMING DEPARTMENT OF WORKFORCE SERVICES					
WORKERS COMPENSATION DIV	73117	CONTRIBUTIONS	07/26/2017	9,095.20	9,095.20
WORKERS COMPENSATION DIV	73117	VOLUNTEERS PD	07/26/2017	10.42	10.42
Total :				9,105.62	9,105.62
Total WYOMING DEPARTMENT OF WORKFORCE SERVICES:				9,105.62	9,105.62
WYOMING MUNICIPAL POWER AGENCY					
	082517	POWER PURCHASE - JULY 2017	08/16/2017	933,266.41	.00
Total :				933,266.41	.00
Total WYOMING MUNICIPAL POWER AGENCY:				933,266.41	.00
WYOMING RETIREMENT SYSTEM					
	144129	CONTRIBUTIONS -	07/26/2017	73,576.66	73,576.66
Total :				73,576.66	73,576.66
Total WYOMING RETIREMENT SYSTEM:				73,576.66	73,576.66
YELLOWSTONE REGIONAL AIRPORT					
	80117	AIRPORT FUNDING	08/01/2017	15,596.34	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				15,596.34	.00
Total YELLOWSTONE REGIONAL AIRPORT:				15,596.34	.00
Grand Totals:				1,697,296.06	87,311.04
			Payroll 08/09/17	246,665.75	

				1,943,961.81	

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

MEETING DATE: 8/15/17

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY: STEVE PAYNE

AGENDA ITEM SUMMARY REPORT

Bid 2017-09 (1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow

ACTION TO BE TAKEN:

Approve the award of Bid 2017-09 to Jack's Truck Center, Inc. dba Jack's Truck & Equipment for a 2018 Freightliner with a Williamsen Dump Body and a Henke Plow in the amount of \$148,946.00.

SUMMARY OF INFORMATION:

A request was made in FY 2017/2018 for the purchase of a new tandem axle dump truck to be utilized within the Streets Division.

Bid packets were sent to Able Equipment, Ameri-Tech Equipment Co., CMI-TECO, Cobalt Truck, Istate Truck Center, Jacks Truck Center, Inc., Kois Brothers, Lariat International Trucks, Layton Truck, McCandless Truck Center LLC, Montana Peterbilt, Motor Power and Equipment, Nesco Rentals, Northern Truck and Equipment, Peterbilt of Wyoming, Swenson Spreader LLC, and TriState Truck and Equipment.

Two bidders submitted four bids. These bids were opened at City Hall on August 3, 2017.

A 2003 International tandem axle dump truck was offered as a trade in.

Jack's Truck Center, Inc. dba Jack's Truck & Equipment submitted three bids as follows:

- (1) 2018 Freightliner 114SD with a Williamsen dump body and a Henke snow plow in the amount of \$148,946.00, less a total trade in value of \$20,000.00, leaving a net total bid of \$128,946.00.
- (1) 2016 Freightliner 114SD with a Williamsen dump body and a Monroe snow plow in the amount of \$149,387.00, less a trade in value of \$20,000.00, leaving a net total bid of \$129,387.00.

TriState Truck and Equipment, Inc. submitted two bids as follows:

- (1) 2018 Volvo VHD64B300 with a Williamsen dump body and a Wausau snow plow in the amount of \$163,927.00, less a trade in value of \$18,200.00, leaving a net total bid of \$145,727.00.
- (1) 2018 Volvo VHD64B300; I-shift transmission, with a Williamsen dump body and a Wausau snow plow in the amount of \$157,376.00, less a trade in value of \$18,200.00, leaving a total net bid of \$139,176.00.

AGENDA ITEM NO. _____

Given the low trade in value offered for the 2003 International staff would like to retain this truck for use within the fleet.

FISCAL IMPACT

Funding, in the amount of \$165,500.00, was budgeted for and approved in the Fiscal Year 2017/2018 budget.

ALTERNATIVES

Approve or deny the award of Bid 2017-09 to Jack's Truck Center, Inc. dba Jack's Truck & Equipment for a 2018 Freightliner with a Williamsen Dump Body and a Henke Plow in the amount of \$148,946.00.

ATTACHMENTS

1. Bid packet 2017-09

AGENDA & SUMMARY REPORT TO:

1. Kevin Chafee with Jacks Truck & Equipment, kchafee@jacksinc.com
2. Larry Bautista with Tri-State Truck & Eq., larryb@tste.com



TABLE OF CONTENTS
BID NO. 2017-09 (1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow

DOCUMENTS INCLUDED IN PACKET FOR BID NO 2017-09

	<u>Pages</u>
1. ADVERTISEMENT FOR BID (ON THIS PAGE, BELOW) ↓	1
2. INSTRUCTION SHEET	2
3. BID PROPOSAL	3
4. TANDEM AXLE DUMP TRUCK SPECIFICATIONS	4-9
5. 12 DUMP BODY SPECIFICATIONS	10-12
6. 12 FOOT REVERSIBLE SNOW PLOW	13

For more information: City of Cody **307-527-7511**

Bid No. 2017-09
(1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow

The City of Cody will receive sealed bids until 2:00 p.m., 8/3/17 at Cody City Hall, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414, for **(1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow** with an option to trade in **(1) 2003 International 2674 Dump Truck**. All bids will be opened and read aloud at this time. Full bid details and specifications are included in the bid packet available at City Hall or by emailing kylieh@cityofcody.com. Direct any questions to Rob Kramer at 587-2958.

The City reserves the right to reject any and/or all bids and further reserves the right to waive any informalities if deemed in the best interest of the City. No bid may be considered unless accompanied by the required bid guarantee of **5%** of the total bid amount.

Dated this 17th Day of July, 2017

Leslie Brumage
Finance Officer

PUBLISH: July 20th, 2017
July 27th, 2017



**INSTRUCTIONS: (1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow
Plow
BID REQUEST NUMBER 2017-09**

The Bidder agrees to provide **(1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow** free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bid may include a trade-in value for **(1) 2003 International 2674 Dump Truck**. The bidder shall complete every space in the Bid 2017-09 City of Cody Specifications Forms on pages 4-13 to indicate that the item being bid is exactly as specified. All (no) responses shall be explained in detail on an attached sheet. Bids will be accepted for consideration on any make or model that is equal or superior to the specifications.

The bidder warrants that he has read and understands the requirements of the City of Cody, that he encloses a bid bond in the amount of not less than **five percent (5%)** of the "TOTAL BID" amount, and that the bid price represents all costs to the City of Cody including delivery, setup, dealer preparation, and all other costs of providing the unit in accordance with the specifications therefore. All bid guarantees must be received in the form of a bid bond, cashier's check or money order. No personal or business checks will be accepted as a bid guarantee. If a bid is received without the necessary 5% bid guarantee it will be rejected. The undersigned further understands that the Governing Body of the City of Cody shall determine in its sole discretion the most responsible bidder, and may reject any and all bids or make substitution, waive defects it deems unsubstantial in any bid, and that if an award is made, they will award the bid in the best interest of the City. Award of bid is subject to budget appropriation for this purchase.

In accordance with the provisions of Sections 16-6-101, 16-6-102 and 16-6-106 Volume 3, Title 9 of the Wyoming Compiled Statutes, 1977, preference is hereby given to resident Wyoming Contractors and to materials, supplies, equipment, machinery and provisions produced, manufactured, supplied or grown in Wyoming, quality being equal to articles offered by competitors outside the state. Bidders claiming preference must submit evidence of WY residency as defined in WY Statute Section 16-6-101.

The offer made herein shall be binding for 30 days after the date of bid opening.

Award of bid shall be made by Notice of Award, which shall be accompanied by a binding agreement to supply the unit pursuant to the bid documents. Bidder warrants that Bidder has read the proposed agreement and agrees to the terms and conditions contained therein. The unit shall be delivered and tested within the time frame specified by the Bidder upon receipt of order.

Payment shall be made within 30 days after the delivery and acceptance of the unit.

All material provided under this bid shall be new and unused. Bid documents may be obtained from:

City of Cody
P.O. Box 2200
1338 Rumsey Avenue
Cody, Wyoming 82414
(307) 527-7511

Bids are to be sealed and addressed to the City of Cody, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414 and shall be marked "**Bid No. 2017-09, (1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow**" on the outside of the envelope.

The sealed bids must be returned to the City of Cody no later than 2:00 p.m. 8/3/17. The bid opening will be held at that time at City Hall. The City reserves the right to reject any and/or all bids and further reserves the right to waive any informalities if deemed in the best interest of the City.

Bid Proposal Form
**Bid No. 2017-09 (1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body
w/Snow Plow**
City of Cody, Wyoming



Governing Body
City of Cody
PO Box 2200
1338 Rumsey Avenue
Cody, WY 82414

The undersigned Bidder agrees to provide **(1) New 2018 or Newer Tandem Axle Dump Truck and Dump Body w/Snow Plow**, free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bid may include a trade-in value for **(1) 2003 International 2674 Dump Truck VIN 1HTGLAXT13H560386**. The bid price shall be F.O.B. City of Cody Vehicle Maintenance Shop 119 19th Street, Cody, WY 82414.

Bid Schedule	Quantity	Unit	Total Price
Bid for:			\$ _____
Less trade if any:			\$(_____)
Net Total Bid			\$ _____

The undersigned warrants that he/she has read and understands the requirements of the City of Cody, that he/she encloses a bid bond in the amount of not less than **five percent (5%)** of the "TOTAL BID" amount, and that the bid price represents all costs to the City of Cody including delivery, setup, installation and testing of providing the unit in accordance with the specifications therefore. All bid guarantees must be received in the form of a bid bond, cashier's check or money order. No personal or business checks will be accepted as a bid guarantee. If a bid is received without the necessary 5% bid guarantee it will be rejected. The undersigned further understands that the Governing Body of the City of Cody shall determine in its sole discretion the most responsible bidder, and the Governing Body may reject any and all bids or make substitutions, waive defects deemed unsubstantial in any bid, and that if an award is made, the Governing Body will award the bid in the best interest of the City. Award of bid is subject to budget appropriation for this purchase.

The offer made herein shall be binding for 30 days after the date of bid opening. Award of bid shall be made by Notice of Award, which shall be accompanied by a binding agreement to supply the unit pursuant to the bid documents. Bidder warrants that Bidder has read the proposed agreement and agrees to the terms and conditions contained therein. The unit shall be delivered and tested within the time frame specified by the Bidder upon receipt of order.

Payment shall be made within 30 days after the delivery and acceptance of the unit.

Date _____

Signature

Typed or Printed Name

Company

Mailing Address

City, State and Zip

E-mail Address

City of Cody

Specifications for (1) New 2018 or Newer Tandem Axle Dump Truck

THE BIDDER SHALL COMPLETE EVERY SPACE BY PLACING A CHECK MARK UNDER THE **YES** OR **NO** COLUMN TO INDICATE THAT THE ITEM BEING BID IS EXACTLY AS SPECIFIED. ALL **NO** RESPONSES SHALL BE EXPLAINED IN DETAIL ON AN ATTACHED SHEET.

A. GENERAL

YES **NO**

- | | | |
|--|-------|-------|
| 1. 2018 Model year or newer. | _____ | _____ |
| 2. Gross Vehicle Weight: 65,000 lbs. minimum. | _____ | _____ |
| 3. Frames: Min. ½" x 11 ^{-7/8} " heat treated alloy steel, 120 k.s.i., w/inner frame reinforcement at front suspension. | _____ | _____ |
| 4. Wheel base to accommodate a 16ft. dump body. | _____ | _____ |
| 5. 24" integral front frame extensions to accommodate front mounted hydraulic pump and bumper. | _____ | _____ |
| 6. 34" Hustings hitch mounted on the front. | _____ | _____ |

B. FRONT AXLE

- | | | |
|---|-------|-------|
| 1. Min. 20,000 lb. front axle. | _____ | _____ |
| 2. Min. 20,000 lb. flat leaf front springs. | _____ | _____ |
| 3. Heavy duty front shock absorbers. | _____ | _____ |
| 4. Set-back axle. | _____ | _____ |
| 5. Brake dust shields. | _____ | _____ |

C. REAR AXLE

- | | | |
|--|-------|-------|
| 1. 46,000 lb. rear axle with tuff trac suspension. | _____ | _____ |
| 2. Cab operated inter-axle differential lock with lighted display and all wheel lock-up. | _____ | _____ |
| 3. Differential ratio to provide max. speed of at least 65 mph. | _____ | _____ |
| 4. Rear axle shocks. | _____ | _____ |
| 5. Brake dust shields. | _____ | _____ |

D. TRANSMISSION

YES NO

- 1. Allison 4000 series transmission. _____
- 2. Transmission oil cooler. _____
- 3. Transmission temperature gauge. _____
- 4. Transmission to carry a min. 2 yr. unlimited mileage factory warranty. _____

E. ENGINE

- 1. Diesel powered, minimum 435 H.P., electronic controlled with a minimum of 1550 lb.-ft. of torque. _____
- 2. Air cleaner with inside-outside air intake with snow door, and air restriction indicator with graduations. _____
- 3. Heavy duty radiator w/front PTO provision 1350 adaptor. _____
- 4. Silicone coolant hoses. _____
- 5. 120 volt 1500 watt (min.) engine block heater. _____
- 6. Fuel/water separator with heater. _____
- 7. Anti-freeze to -35 degrees below zero. _____
- 8. Engine to carry a minimum 2 year, unlimited mileage warranty. _____
- 9. Vertical exhaust system w/90° weather guard. _____
- 10. Minimum 19.0 C.F.M. air compressor. _____
- 11. Minimum 12 volt 160 amp alternator. _____
- 12. Engine compression brake. _____

F. BRAKE SYSTEM

- 1. Air brake system. _____
- 2. Dual air pressure gauges. _____

BRAKE SYSTEM continued

YES **NO**

- 3. Parking brake shall have (4) spring brake chambers mounted on forward side of drive axle and a dash mounted warning light w/audible alarm. _____
- 4. Bendix or equivalent air dryer with heater. _____
- 5. Low air pressure warning light w/audible alarm. _____
- 6. Minimum of 16.5”x 6” front cam type brakes. _____
- 7. Minimum of 16.5”x 8.62” rear cam type brakes with dust shields. _____
- 8. Antilock brake system, compatible w/trailer antilock brake system. _____
- 9. Factory wiring connection for trailer antilock system. _____
- 10. Air tank drain with DV-2 auto drain valve with heater. _____
- 11. All other air tanks to have a manual drain valve with pull cable. _____
- 12. S-Cam type “Q” Series front and rear brakes with automatic slack adjusters. _____

G. ELECTRICAL SYSTEM

- 1. Three (3) batteries with a minimum of 3375 c.c.a. _____
- 2. All lights and reflectors must conform to Wyoming and Federal D.O.T. regulations. LED lights. _____
- 3. Air lines & light cables w/double insulated wires to end of frame. _____
- 4. Electric backup alarm. _____
- 5. Battery disconnect switch, mounted in cab near driver’s seat. _____
- 6. Plow lighting wire harness to front of truck with dash mounted switch. _____
- 7. Smartplex Expansion module. _____

H. FUEL TANK

YES NO

1. Minimum capacity, 70 U.S. gallons mounted on driver's side of vehicle w/6 gallon DEF tank. _____

I. CAB EXTERIOR

1. Standard conventional cab w/air ride suspension aluminum construction with steel reinforcement design. _____

2. Grab handles right & left side. _____

3. 2" fender extensions. _____

4. Dual air horns. _____

5. Fully insulated cab. _____

6. Stationary grille w/tilt hood. _____

7. Dual 16" x 7" mirrors w/8" convex mounted under primary mirrors, motorized & heated. _____

8. Tinted glass. _____

9. Single color, "Bright White". _____

10. Dual rear mounted work lights on back of cab. _____

11. Steel oil pan guard. _____

12. Cab roof reinforcements for roof mounted components. _____

13. Winterfront. _____

14. Plow lights. _____

J. CAB INTERIOR

1. Heavy-duty floor mats. _____

2. High output fresh air heater and defroster with snow shield. _____

3. Variable speed, w/intermittent electric windshield wipers, both sides. _____

CAB INTERIOR continued

YES **NO**

- 4. Operator’s seat; air suspension, high back with dual armrests. Fixed passenger seat, seats to be cloth covered light blue or light gray. _____
- 5. Factory installed air conditioning. _____
- 6. Dual inside sun visors. _____
- 7. Interior dome light. _____
- 8. AM/FM/bluetooth radio with dual speakers. _____
- 9. Electric windows and door locks. _____
- 10. Factory standard gauges to include engine oil pressure & engine temperature gauges w/audible alarms, volt meter and tractor protection valve. _____
- 11. Trailer hand control brake valve. _____
- 12. Tilt and telescopic steering column. _____

K. WHEELS AND TIRES

- 1. Wheels to be Disc type. _____
- 2. Tires: Rear minimum (11R24.5 16 PLY rated, tubeless All Season M/S Radial). _____
- 3. Tires: Front minimum (385/65/R22.5 18 Ply all season radial) _____
- 4. Wheels to be painted same as cab. _____
- 5. Wheels and tires to accommodate specified axle rating. _____

L. MISCELLANEOUS

- 1. One complete set of manuals; repair, service, parts and operators. _____
- 2. Full factory warranty on entire truck and components. _____
- 3. One copy of the Dealer’s order form showing the make, model and all of the equipment being bid. _____

MISCELLANEOUS continued

YES **NO**

- 4. Vehicle to be delivered to the successful bidder of the dump body. _____

- 5. The successful bidder shall also agree to provide all transportation and travel expenses from the City of Cody to the bidder's place of business, or have provisions for a "field" mechanic to perform any warranty work that may be required on the equipment and/or attachments being bid, at the City of Cody Shop located at 119 19th St Cody, WY. _____

- 6. Upon delivery to the City, the vehicle will be fully equipped as specified, serviced, cleaned and ready to enter into service for the City of Cody. _____

- 7. Bidder must state estimated time of delivery. _____

- 8. Does bidder hold a current Wyoming Residency Certificate? _____

M. OPTIONAL TRADE-IN

The City of Cody may choose at its sole discretion, to trade in **(1) 2003 International 2674 Dump Truck VIN 1HTGLAXT13H560386**. Trade ins shall be in "AS IS" condition at the time of the bid opening. This equipment will be available for inspection at the City of Cody Vehicle Maintenance Shop, located at 119 19th Street, Cody, WY, by appointment only between the hours of 8:00 a.m. and 3:30 p.m., Monday through Friday. Bidder shall state the amount of allowance to be deducted, for each vehicle, from the Bidder's proposal on the attached Bid Proposal Form, should the City of Cody select this option.

City of Cody

Specifications for New 12 Yard Dump Body

THE BIDDER SHALL COMPLETE EVERY SPACE BY PLACING A CHECK MARK UNDER THE **YES** OR **NO** COLUMN TO INDICATE THAT THE ITEM BEING BID IS EXACTLY AS SPECIFIED. **ALL NO RESPONSES SHALL BE EXPLAINED IN DETAIL ON AN ATTACHED SHEET.**

The dump body shall include, but not be limited to the following specifications.

A. GENERAL

YES NO

- | | | |
|---|-------|-------|
| 1. New 12 cubic yard dump body equipped with a contractor-type longitudinal design. | _____ | _____ |
|---|-------|-------|

B. DIMENSIONS

- | | | |
|---|-------|-------|
| 1. 16' length 10 yard water level; 12 yard structural body. | _____ | _____ |
| 2. 12 cubic yard capacity. | _____ | _____ |

C. FRONT/REAR & SIDES

- | | | |
|--|-------|-------|
| 1. One piece sides and head sheet to be 10-gauge high tensile steel w/heavy duty boxed top rail. | _____ | _____ |
| 2. Mud flap brackets for front and rear. | _____ | _____ |
| 3. A step plate must be installed on each side of box over wheels. | _____ | _____ |
| 4. 10" welded asphalt lip. | _____ | _____ |
| 5. Min. (1) 10-gauge horizontal side brace. | _____ | _____ |
| 6. 8-gauge top rail and bottom rub rail. | _____ | _____ |
| 7. 4 Led flashing amber lights, on all four corners, facing frontwards and rear. | _____ | _____ |
| 8. Chains and hooks to allow for chaining tailgate for tailgate spreading and dropping tail gate from the top. | _____ | _____ |
| 9. Recessed LED tail, turn and stop lights, rubber mounted. | _____ | _____ |
| 10. 24" 10-gauge cab protector. | _____ | _____ |
| 11. Full depth, one piece, rear corner posts. | _____ | _____ |

D. FLOOR & TAILGATE

YES NO

- 1. One piece $3/16$ " (AR400) abrasive resistant high strength steel floor. _____
- 2. Full perimeter boxing w/all horizontal edges sloped outward. _____
- 3. Air trip tailgate release w/cab mounted controller. _____
- 4. 1 $1/4$ " min. diameter upper and lower tailgate pins. _____

E. HOIST

- 1. Single cylinder front mounted telescopic. _____

F. PAINT

- 1. Dump body to be painted same "factory" color as truck. _____

G. MOUNTING

- 1. A chip spreader bar is to be bolted to frame. _____

H. PUMP

- 1. The hydraulic pump shall be an axial piston, pressure and flow compensated load sensing type. _____
- 2. Parker model PAV65 or equal, rated for 3000p.s.i. and 3000 RPM continuous duty. _____

I. DRIVELINE

- 1. The pump shall be driven directly off the engine crankshaft by a splined driveline to allow for slip movement. Driveline to be a Spicer 1310 series or equal. Key type slip yokes are not acceptable. _____
- 2. Pump shall be mounted with the driveshaft centerline parallel to the crankshaft. _____

J. RESERVOIR & VALVE ENCLOSURE SYSTEM

- 1. Valve and reservoir shall be a self-contained integral valve/reservoir assembly. Muncie Power Products design or equal. _____

RESERVOIR & VALVE ENCLOSURE SYSTEM continued

YES

NO

2. Steel tank and valve enclosure system to provide a reservoir for the hydraulic fluid with a minimum capacity of 35 U.S. gallons. The same enclosure shall have a removable lid and provide a dry, protected area to house the control valve assembly. Control valves to accommodate a sander, plow and dump body. _____
3. Reservoir section shall have a breather cap, cleanout port and a built in replaceable filter unit. Valve enclosure section to have all plumbing fixtures internal to a bulkhead mounting so as entire assembly becomes a self-contained unit. External hoses and valve control lines shall plumb to bulkhead on exterior surface. _____

K. CAB MOUNTED CONTROLS

1. All control levers to run a plow, sander and dump box. Cable style levers will not be accepted. _____

City of Cody

Specifications for New 12 Foot Reversible Snow Plow

THE BIDDER SHALL COMPLETE EVERY SPACE BY PLACING A CHECK MARK UNDER THE **YES** OR **NO** COLUMN TO INDICATE THAT THE ITEM BEING BID IS EXACTLY AS SPECIFIED. ALL **NO** RESPONSES SHALL BE EXPLAINED IN DETAIL ON AN ATTACHED SHEET.

The snow plow shall include, but not be limited to the following specifications.

A. **GENERAL**

	<u>YES</u>	<u>NO</u>
1. 41" high with 10-gauge steel, rolled plate moldboard and integral shield.	_____	_____
2. ECT external compression trip.	_____	_____
3. Hydraulic power reverse with (2) 3" x 10" x 2" D.A. cylinders.	_____	_____
4. Cushion valve to relieve plow power reversing cylinders.	_____	_____
5. Pivot push-beam: 4" x 4" x $\frac{3}{8}$ "	_____	_____
6. Circle frame: 3 $\frac{1}{2}$ " x 3 $\frac{1}{2}$ " x $\frac{1}{2}$ "	_____	_____
7. A-Frame: all structural channel with heavy duty bushing and pivot pin.	_____	_____
8. $\frac{1}{2}$ " x 8" carbon cutting edge.	_____	_____
9. 34" Hustings mount.	_____	_____
10. Plow painted orange.	_____	_____

MEETING DATE: 8/15/2017
DEPARTMENT: PARKS, RECREATION &
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: RICK MANCHESTER

AGENDA ITEM SUMMARY REPORT

Recreation Center "Rules of the Game" Update

ACTION TO BE TAKEN:

Request Council to approve the update to the Recreation Center "Rules of the Game" pamphlet.

SUMMARY OF INFORMATION:

Personal Training stipulations have been added to the "Rules of the Game". The Recreation Center has clarified who is permitted to offer coaching, training and instructional services to patrons.

FISCAL IMPACT

None

ALTERNATIVES

1. Approve as presented
2. Approve with changes

ATTACHMENTS

See Rules of the Game Attachments

AGENDA & SUMMARY REPORT TO:

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

PAUL STOCK AQUATIC & RECREATION CENTER

THE RULES OF THE GAME



POLICIES & PROCEDURES
307.587.0400
MAY 2017

MISSION: FUN FOR EVERYONE!

The City of Cody Parks, Recreation & Public Facilities Department provides attractive parks, facilities and innovative recreational opportunities to enhance the quality of life for everyone.

OPERATING SCHEDULE

Normal operation hours for the Recreation Center are available by calling 307.587.0400 or visiting www.cityofcody-wy.gov or www.facebook.com/codyrecenter. The Aquatic & Recreation Center may be closed annually for maintenance purposes. Unanticipated closures may also occur in the event of unsafe conditions or other community emergencies.

RULES & PROCEDURES ENFORCEMENT

City staff on duty has the authority to enforce all rules and procedures. All accidents or incidents occurring within the Recreation Center and its grounds must be reported and documented by the staff on duty and given to the Director.

RESIDENTS & NONRESIDENTS

Residents are defined as any person living within Park County, WY. Acceptable proof of residency include a Wyoming Driver's license with a Park County address, rental property receipt, property tax receipt, automobile registration, copy of valid voter registration, current utility bill or City staff verifying residency.

PETS

Pets of any kind are not allowed in the Recreation Center. Assistance dogs and police service dogs are exempt from this policy.

RIGHT TO REFUSE SERVICE
 The City reserves the right to refuse or revoke the membership of any person, and/or remove any person from the facility, or refuse entry to any person if the City reasonably determines the person has violated the Rules of the Game, or otherwise poses a threat to the health, safety and welfare of other users of the facility. Such determination may be based on evidence of the person's conduct and statements, including but not limited to conduct and statements which occurred outside of and unrelated to the facility.

GENERAL OPERATING PROCEDURES

The facilities of the City of Cody affected by this Procedures Manual include:

- The Paul Stock Aquatic & Recreation Center (Recreation Center),
- All designated parking areas, and other adjoining City lands.

The Aquatic & Recreation Center is intended as a multi-functional community center for participants of all ages. It is a priority to offer a safe environment and safe programs for everyone. Some areas of the facility will be limited by numbers of participants and/or their ages.

- The Recreation Center does not provide direct adult supervision for daily visits or self-directed activities. Children 7 years old and younger are encouraged to have responsible supervision.
- Our facility is not intended as a drop-off child-care service.
- The City of Cody reserves the right to take and use photographs of individuals using the Cody Recreation Center and/or participating in programs sponsored by the City of Cody. Such photographs are the property of the City of Cody, and may be used in brochures, advertisements and other promotional materials.
- The City of Cody Parks, Recreation & Public Facilities Department complies with the Americans with Disabilities Act. Anyone needing reasonable accommodations is encouraged to notify the office at 307-587-0400.
- The City of Cody does not provide medical insurance to cover participants during any activity.

PERSONAL TRAINING

The Paul Stock Aquatic & Recreation Center is a family oriented facility. Coaching, training, or instruction to another person is not allowed in any part of the Recreation Center. Coaching, training and instruction of fitness, swim classes and other activities are limited to City or Park County School District #6

employees or those who have contracted with the City of Cody to provide those services.

The following are examples of prohibited coaching, training or instructing (this list is not exhaustive):

- *Periodic instruction with the same person.
- *Providing personal training, fitness class instruction or lessons if a person is teaching two or more students at the same time.
- *Any person who receives compensation of any kind to provide training, coaching, instruction or lessons in any activity at the Recreation Center or another City owned park, property or facility. The following activities are permitted:

- *A qualified adult may instruct another member.
 - *Individual lessons that are taught by City employees, or contract trainers are available.
 - *Any instructor for an activity at the Recreation Center must obtain approval from the City of Cody and the Parks and Recreation Department Director.
 - *Use of the Recreation Center facilities for advertising, promoting or recruiting clients is prohibited.
- Business activity in any City park or field requires a permit and approval by the director. The spirit of the rule is to prevent financial gain or conduct personal business in a City of Cody facility.

COMMUNITY BULLETIN BOARD

The City provides a bulletin board for non-profit groups to post their events. This board is NOT available for any service or sale announcements.

BICYCLES, IN-LINE SKATES & SKATEBOARDS

Skating, skateboarding and biking are not allowed on sidewalk areas near main entrance or in the Aquatic & Recreation Center.

ALCOHOL & DRUGS

Alcoholic beverages are not allowed in the Recreation Center or on its grounds without approval from Cody City Council. Anyone under the influence or in possession of any illegal substance will be asked to leave the facility. Law enforcement officials will be contacted immediately.

SMOKING & CHEWING TOBACCO

Smoking and the use of chewing tobacco are not allowed in the Aquatic & Recreation Center. Smoking is permitted in parking areas and bench areas away from the main entrance to the Aquatic & Recreation Center.

WEAPONS

Any person bringing a firearm into the Recreation Center shall comply with all local, state and federal laws pertaining to firearms, and shall keep their firearm securely on their person at all times. All local, state and federal laws pertaining to firearms shall

apply. No person under the age of 18 shall possess or carry a firearm into the Recreation Center. No person may brandish any firearm or other weapon or item in a manner that threatens or intimidates another. Any person violating this policy, or violating local, state or federal laws pertaining to weapons may be removed from the Recreation Center, and is subject to arrest and prosecution.

BAD WEATHER POLICY

The Recreation Center has a standardized method of cancellation and notification in the event of bad weather.

- The Center will remain open during its normal operation hours at all times possible.
- Attempts will be made to make up any classes or programs canceled due to poor weather conditions.
- Recreation Center patrons are urged to listen to local radio stations for closures due to weather conditions.

LOCKER ROOMS

The locker rooms are designed to provide users with dressing and showering facilities, available for use during all operating hours. Membership cards, driver's license, student ID or keys may be left as a deposit. Long-term locker rentals are also available.

CLOTHING

Appropriate attire must be worn while participating in activities at the Recreation Center. Anyone displaying vulgarity or inappropriate attire will be asked to change or leave the facility. Street shoes are not allowed on the track, weight areas, gyms or racquetball courts, or pool deck. Proper (non-marking) shoes must be worn. All clothes and personal belongings must be stored in a locker or cubby. Coat racks are available near the main entrance of the facility and in the walking track area.

LOST & FOUND

The Recreation Center IS NOT responsible for the loss, theft or damage of personal property of any kind. Unclaimed items of value (billfolds, keys, purses, jewelry, etc.) will be held at the Recreation Center for

90 days, after which they may be discarded or given to charity. Currency turned in will be documented and sent to Administrative Services for tracking and processing. As per City of Cody Lost and Found Policy:

1. Unclaimed items (towels, suits, clothing, shoes, etc.) will be held at the Recreation Center until the 1st and 15th of each month, after which they may be discarded or given to charity.
2. Personal care, beauty items and garments will be discarded immediately.

MEMBERSHIP

All Recreation Center memberships will be for a designated time period. Upon completion of a written contract members will be issued a membership card and key fob with an expiration date. In addition, each family member included on the membership will be issued an individual ID card. Lost or stolen cards may be replaced for an additional fee of \$10. Members shall be provided with a complete set of policies and procedures at the time of membership purchase or upon request. **Memberships are non-transferable and non-refundable.** City may grant exceptions based on hardship situations.

SPECTATORS

Spectators will be welcomed into the facility during special activities and programs. Each spectator must sign-in at the registration desk and must remain in the designated area; otherwise they will be asked to pay the daily fee or leave the facility.

EQUIPMENT RESERVATIONS

The Department rents out equipment for personal use such as volleyball sets, horseshoe set, balls and bats etc. These items can be reserved in advance. A full list of equipment is available at the front desk.

FACILITY RENTAL POLICIES

The Recreation Center facilities may be rented for activities and events during normal operating hours and after hours with an extra charge for additional staff, a damage deposit and a facility usage form is required. Reservations are secured when payment and paperwork is received by the appropriate City staff. All paperwork for facility rental must be completed before the scheduled reservation. Facilities may be rented at the discretion of the Director or appointed City designee. There will be a 25% administrative charge to any canceled facility reservation. Advanced notice is appreciated for internal review.

USE POLICIES

Facility rental setup is the responsibility of the user. The user must clean areas immediately after use. Cleaning must include:

1. Removal of all items/trash from floor, fixtures, tables and chairs.
2. Removal of all food and beverages, and clean up of all spills.
3. Trash deposited in appropriate receptacles and area is setup like it was before usage.

DISCIPLINE & INAPPROPRIATE BEHAVIOR

All Recreation Center patrons are expected to display courteous and considerate behavior. Foul language, abusing membership privileges and disobeying facility rules are prohibited.

- For minor infractions of policies the patron will be asked to leave and the incident documented. Upon the second occurrence the patron will be asked to leave the facility, given a written warning as to the consequences of further infractions and will be talked to by a supervisor and parents will be notified. If the behavior continues or worsens, the patron's privileges may be terminated and the privilege to enter the Center revoked.
- Unauthorized use of cameras or other filming devices is strictly prohibited.
- Major disciplinary problems may result in immediate loss of membership privileges and/or permanent banishment from the facility.

MULTIPURPOSE ROOM

This room will provide a variety of activities catering to the needs and interests of the community. All classes and activities will be scheduled during normal operating hours of the Recreation Center unless the room is being rented according to the set rental fee schedule. This room is available for meetings/activities for organizations following approval from the City staff.

GYMNASIUM POLICIES

The gyms are intended to serve the varying needs of the public through the continuous offering of a wide range of programs. In most cases, a minimum of one gym will be available for drop-in use.

- Only non-marking athletic shoes may be used on the gym floor.
- Food and beverages must be contained to the concession area. Water is permitted in the gyms.
- Misuse of any equipment or furnishings in the gyms is cause for expulsion from the Center.
- Hanging or popping the basketball rims is not permitted.
- Staff reserves the right to eliminate activities unsuitable for the gyms.

AQUATIC POLICIES

The pools provide an opportunity for recreational and competitive activities, diving, fitness classes, therapy and special events.

- Use of the pool by participants is regulated by designated schedules of activities.
- In most cases, one or two lanes will be provided for lap swimmers daily.
- The pool features will be opened and closed at the discretion of the lifeguard on duty.
- Adults and parents who wish to observe their children swim may do so from the area in the lobby, outside the windows.
- All users must be appropriately dressed. Cut-offs and street shoes on the pool deck are not permitted.
- Infants in diapers must wear waterproof pants or swim diapers while swimming. Swim diapers are available for sale at the front desk.
- Food and beverages, except water, are permitted only in the concession area.
- Glass containers are not permitted.
- Individuals must be 3'6" tall, 8 years old, or pass a swimming test administered by a lifeguard to enter the pool area without adult supervision in the water.
- Spa usage is for individuals 13 years and older.
- The therapy pool is designed for users older than 18 years old or with therapeutic needs.
- The wet steam room is for patrons 18 years of age and older.
- Only U.S. Coast Guard approved flotation devices are permitted in the pool.
- Private swim lessons for pay are not allowed.

RACQUETBALL COURT POLICIES

Racquetball courts are available for racquetball, squash, handball and wallyball.

- Reservations may be made in one-hour increments and up to 30 days in advance; however, players may only occupy one reservation at a time. You must play your first court before making an additional reservation.
- Protective eyewear is mandatory and must be worn appropriately.
- Equipment (balls, rackets and protective eyewear) may be purchased or rented at the front desk.
- Only non-marking athletic shoes may be used in the courts.
- In the event a court is "available," usage will be on a first-come basis.

WALKING/RUNNING TRACK POLICIES

The suspended track is available upstairs, above the gymnasium, for walkers and/or joggers.

- Athletic shoes must be worn at all times when using the track.
- Slower runners/walkers should occupy the inside lanes. Always pass on the outside.
- Stretching should be done in the exercise area to the south of the running track and not on the track itself.
- Walkers with single-width strollers are permitted whenever the track is not crowded.
- Running with strollers is not permitted.
- Spectators and video recording are NOT permitted on the track.
- Adult supervision is required for youth 13-16 years old who have not taken the youth equipment orientation course.
- Children confined in car seats or strollers need to be within arms reach at all times.

WEIGHT & EXERCISE AREA POLICIES

This weight and exercise areas are used for both supervised and unsupervised programs.

- Patrons must be dressed in appropriate exercise attire. Shirts and proper shoes are required at all times. Clean athletic shoes must be worn at all times when using the equipment. Open-toed shoes are not permitted.
- Equipment users must be 16 years and older accompanied and directly supervised by an adult, 21 years of age or older or if they have successfully completed the Youth Equipment Orientation course with the City's Fitness Coordinator.
- Participants are responsible for proper use of the equipment. Please be courteous to others and wipe down equipment after use and DO NOT drop weights on the floor.
- Children confined in car seats or strollers need to be within arms reach at all times.
- During busy times please limit the use of cardio equipment to 30 minutes and allow others to rotate sets on weight equipment and benches. Do not rest on machines.
- Personal trainers are not allowed unless provided by the department.



CITY OF CODY
WYOMING

Cody Parks, Recreation and Public Facilities

1402 Heart Mountain Street

PO Box 2200

Cody WY 82414

Phone (307) 587-0400

Fax (307) 587-2565

www.cityofcody-wy.com

For Your Information Action Necessary Response Requested

MEMO—-XXX

Date: 7/19/2017

To: Barry Cook, City Administrator *BM*
Rick Manchester, Director Parks, Recreation, Public Facilities

From: Eric Asay, Supervisor
Parks and Pathways

Subject: Request City Council approval to purchase an aerovator with a seeder attachment.

Options:

1. Quote #1: 1st Products quote for \$11,833.81. (Attached)
2. Quote #2: LL Johnson Distributing Company for \$13,253.00 (Attached)
3. Quote #3: Stotz Equipment for \$12,850.00 (Attached)

Fiscal Impact-

The City budgeted for a completely assembled Aeravator and a seed box attachment for it. The items were approved for in two separate blue lines. Account # 10-410-7652 has \$8,900.00 in it for the Aerovator itself. Account # 10-410-5435 has \$3,200.00 available for the seed attachment. This provides a total amount of \$12,100.00 for the entire piece of equipment. If we choose to purchase the entire item at one time from Quote #1, it eliminates a setup cost, as well as reducing the cost to have it shipped. In addition, we will not have to assemble it once it arrives.

Staff recommendation- Approve the purchase of an Aerovator and seed attachment in one purchase from 1st Products in the amount of \$11,833.81.



164 Oakridge CHRD
 Tifton, GA 31794
 Wats: 800-363-8780
 Phone: 229-382-4768
 Fax: 229-382-0506

Quote

DATE 7/12/2017

Sold to:

Name Gary Wheeier
 Company Cody Parks Dept
 Address
 City, State Zip 82414
 Phone
 Fax
 Email

Ship To:

SHIP DATE	P.O. NUMBER	SHIP VIA	F.O.B.	TERMS
		ABF	Tifton, GA.	Pre-paid

DESCRIPTION	WEIGHT	QTY	PART #		TOTAL
UA60 AERA-VATOR FRAME W/ RAKE & ROLLER	800	1	UA82-021	\$5,574.30	\$5,574.30
UA60 AERA-VATOR SHAFT	236	1	UA82-015	\$3,293.02	\$3,293.02
UA60 SEED BOX	330	1	SB82-001	\$3,248.02	\$3,248.02

Total Weight 1,366
 1566 ship wt

Comments or special instructions:

None

	Subtotal	\$12,115.35
10%	Discount	\$0.00
	Setup	\$0.00
	Total Cost	\$10,903.81
	Freight	\$930.00
	Single Shipment	\$0.00
	TOTAL	\$11,833.81

Quotation valid until: 8/11/2017



4700 Holly Street Denver, Colorado 80216-6400 (303) 320-1270 Fax: (303) 355-8250

January 27, 2017

City of Cody
Attn: Parks & Rec
Email: parks@cityofcody.com

To Whom It May Concern:

We are pleased to quote you pricing on the following AeraVator products:

- | | | |
|-------------------|---|-----------------|
| (1) ea. #UA60 | AeraVator 60" aeravator with rake & roller assembly and shaft assembly #UA82-015. |\$9,258.00 |
| (1) ea. #SB82-001 | Seeder Assembly |\$3,495.00 |

Pricing is FOB Denver and I would estimate freight at about \$500.00. Please call if you need any other information.

Regards,
Dan
Dan Melchior
General Manager

\$12,753.00



Quote Id: 14874073

Prepared For:
City Of Cody

Prepared By: **Joe Stoudt**

Stotz Equipment
352 Blackmore Road
Evansville, WY 82636

Tel: 307-265-1870
Mobile Phone: 307-797-2190
Fax: 307-265-8634
Email: jstoudt@stotzeq.com

Date: 07 March 2017

Offer Expires: 31 August 2017

Confidential



Quote Summary

Prepared For:
City Of Cody
WY

Prepared By:
Joe Stoudt
Stotz Equipment
352 Blackmore Road
Evansville, WY 82636
Phone: 307-265-1870
Mobile: 307-797-2190
jstoudt@stotzeq.com

Quote Id: 14874073
Created On: 07 March 2017
Last Modified On: 07 March 2017
Expiration Date: 31 August 2017

Equipment Summary	Selling Price	Qty	Extended
FIRST-PROD UA60 AERA-vator with Seeder	\$ 12,850.00 X	1 =	\$ 12,850.00
Equipment Total			\$ 12,850.00

Quote Summary	
Equipment Total	\$ 12,850.00
SubTotal	\$ 12,850.00
Total	\$ 12,850.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 12,850.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment

Quote Id: 14874073

FIRST-PROD UA60 AERA-vator with Seeder				
Hours:	0			
Stock Number:				
				Selling Price
				\$ 12,850.00
Code	Description	Qty	Unit	Extended
UA82-021	UA60 AERA-vator Frame w/Rake & Roller	1	\$ 5,574.31	\$ 5,574.31
Standard Options - Per Unit				
SB82-001	UA Seed Box	1	\$ 3,248.02	\$ 3,248.02
UA82-015	UA60 AERA-vator Shaft	1	\$ 3,293.02	\$ 3,293.02
	Standard Options Total			\$ 6,541.04
Other Charges				
	Freight	1	\$ 900.00	\$ 900.00
	Setup	1	\$ 400.00	\$ 400.00
	Other Charges Total			\$ 1,300.00
	Suggested Price			\$ 13,415.35
Customer Discounts				
	Customer Discounts Total		\$ -565.35	\$ -565.35
Total Selling Price				\$ 12,850.00

MEETING DATE: AUGUST 15, 2017
DEPARTMENT: ADMINISTRATION
PREPARED BY: CINDY BAKER
DEPT. DIR. APPROVAL: _____
CITY ADM. APPROVAL: _____
PRESENTED BY: CINDY BAKER

**AGENDA ITEM SUMMARY REPORT
STREET CLOSURE REQUEST FOR CODY FOOTBALL TAILGATE PARTY**

ACTION:

Park County School District 6 requests that the Mayor and Council authorize the street closure of Beck Ave. between 8th and 9th during the hours of 3:30 PM to 8 PM on Fridays, August 26th, September 15th, September 26th, October 20th. If the team makes it to the playoff additional dates requested are October 26th and November 3rd and November 10th. The requested closure is for tailgate parties to show support for the football team.

SUMMARY:

Cody Football/Park County School District 6 would like to utilize the street right-of-way of Beck Ave. between 8th and 9th Street on Fridays between 3:30 and 8:00 PM.. Tentative ideas are to formalize tailgate parties, ask the Army Recruiters to bring their climbing, have field goal kick and football toss events. The football team is hopeful that without having to contend with traffic and adding the activities listed above, along with other ideas that may develop; an energized atmosphere of excitement will develop.

This event would be similar to the closure for Homecoming and Senior Night. The applicant has previously provided proof of liability insurance for the events requested, and would be required to provide for these events if approved.

CONDITIONS OUTLINED BY STAFF

Applicants will set up and take down the traffic barricades. The City Crew will however have to supply the barricades, transport the barricades to the area and remove them after each event.

FISCAL IMPACT

There is minimal financial impact to the City as the applicants will put up and take down the traffic barricades. The City Crew will however, have to supply the barricades, transport the barricades to the area and remove them after each event.

ALTERNATIVES

1. Approve the request.
2. Deny the request.

RECOMMENDATION

Staff has no recommendation regarding the request. Any time a street normally open for traffic is closed with barricades there is exposure for accidents. With a formal street closure the area will be made more secure for activities that are to some extent already occurring without the benefit of closure barricades and signage. Staff would note that there were no incidents during the previous closures this year or past years for this event.

ATTACHMENTS

Agenda Request Form

AGENDA & SUMMARY REPORT TO:

simpson@tritel.net

AGENDA ITEM NO. _____

City of Cody Agenda Request Form

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

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

Name of person to appear before the Council Deb Simpson

Organization Represented Cody H.S. Football

Date you wish to appear before the Council 8/15/17

Mailing Address 201 Two Vista Cody Telephone 272-7895

E-Mail Address Simpson@tritel.net

Preferred form of contact: Telephone 272-7895 E-Mail either/or

Names of all individuals who will speak on this topic Deb Simpson

Event Title (if applicable) Tailgating

Date(s) of Event (if applicable) 8/26; 09/15; 09/26; 10/20;

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Request for street closure between 8th St & 9th St on Beek Ave on home game nights from 3:30-8

Possible Depending on Playoffs
10/27;
11/3;
11/10.

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

Signature [Signature] Date 8/13/17

MEETING DATE: AUGUST 15, 2017

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: CINDY BAKER

PRESENTED BY: CINDY BAKER

AGENDA ITEM SUMMARY REPORT

DOUG NORDBERG AND DOWNTOWN MERCHANTS REQUEST FOR SHERIDAN AVE. CLOSURE ON SATURDAY SEPTEMBER 16, 2017

ACTION TO BE TAKEN:

Doug Nordberg and the Downtown Merchants are asking permission to close the 1100, 1200 and 1300 blocks of Sheridan Ave. on Saturday, September 16, 2017 from 11AM to about 7 PM, with the actual event taking place from 12 NOON to 6 PM for the 8th annual Boot Scoot'n Boogie Main Street Event and requests the City of Cody to sponsor the event by assisting with the street closure, to provide signs for the closure, to provide traffic control and a detour route for the event, and to provide towing of vehicles if necessary in the amount of \$1,228.45 out of the lodging tax, as budgeted, with additional cost associated with this event to be paid for by the event committee, estimated approximately an additional \$2,500. Additionally, the event committee will be billed for and required to pay for sanitation service (dumpster) if such service is requested.

SUMMARY OF INFORMATION:

If the requested street closure is approved for Saturday, September 16th set up of for the street closure of the area would begin at 11 AM with the event to be scheduled to begin at 12 NOON. Tear down will begin no later than 6:00 PM with the street to be opened up by 7 PM. The Street Crew, as well as, other staff utilized for such street closures, typically works 7-3:30 (Monday – Friday) at this time of the year so overtime would be required to perform setup, monitor, take down the traffic control and sweep the street after the event.

The group will obtain event insurance and will list the City of Cody as an additional insured. In addition, they will obtain the proper paperwork from the State of Wyoming Department of Transportation and will submit it for approval once the City of Cody has authorized the event.

During the budget process it was estimated that it will cost the City about \$1,228.45 in labor and equipment costs to assist with the event. This will be the second year this event was held on a Saturday. With his current request, the committee does understand their financial obligation in this request to change the date and hours of the event.

Staff recommends that the Boot Scoot'n Boogie Committee advertises the street closure and discloses that cars will be towed if left parked in the event area to prevent any problems.

In the past the Event Committee had requested an open container permit, indicating Retail Liquor License Holders that might obtain an catering permit, but as confirmed the Event Committee is **NOT** requesting the open container permit for this event. Thus Retail Liquor License holders getting a catering permit for this event would be limited/restricted to their outdoor patio or porch area unless the holder individually request an open container permit

FISCAL IMPACT

A quick review of costs shows that an estimated cost of \$3,287.50 with \$1,228.45 in labor and equipment cost if approved paid by the City utilizing lodging tax funds.

ALTERNATIVES

Options Available

1. Deny the Request
2. Approve the Request.
3. Approve the Request with modifications.

RECOMMENDATIONS

Staff recommends the approval of the request, labor and equipment cost in the amount of \$1,228.45 be sponsored out of the Lodging Tax Fund with the additional cost being paid for by the event committee.

ATTACHMENTS

Agenda Request Form

AGENDA & SUMMARY REPORT TO:

Doug Nordberg doug@northmountaingallery.com

City of Cody Agenda Request Form

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

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

Name of person to appear before the Council _____

Organization Represented Boot Scoot'n Boogie

Date you wish to appear before the Council Aug 17th 2017

Mailing Address 1241 Sheridan Telephone 307-272-5319

E-Mail Address doug@northmountaingallery.com

Preferred form of contact: Telephone E-Mail

Names of all individuals who will speak on this topic Consent agenda

Event Title (if applicable) Boot Scoot'n Boogie

Date(s) of Event (if applicable) Sept 16th 2017

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Shut down street between 12th 13th 14th streets of Sheridan

Event from 10 to 11 closure 11:45-7pm

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

Signature [Signature] Date 8/3/17

AGENDA ITEM SUMMARY REPORT
Request to Modify Sound Limits for the Gunwerks shooting facility at
2301 Lt. Childers Street

ACTION TO BE TAKEN:

Authorize the current gunfire sound levels generated by the Gunwerks shooting facility.

SUMMARY:

On May 16, 2017, the City Council authorized the Gunwerks shooting facility to operate for a 3-month trial period relating to sound levels. The trial period was in response to a request from Gunwerks to operate at higher sound levels than originally authorized for the facility on June 7, 2016. The trial period would allow any sound impacts or neighbor concerns to be clearly identified before the sound levels were permanently altered.

At the beginning of the trial period the City notified the two adjacent property owners to the west and northwest. (The owner to the north is Reno Collision and they previously noted in writing that they were satisfied with the noise levels. To the east is the airport and to the south is City land.)

As of the time of the staff report, we have heard from the owner to the west (Wyoming Authentic Products) that his employees have no issues with the current sound levels, and have received no report from the owner to the northwest (former Childs Towing business). No complaints have been received during the trial period. The owner of Wyoming Authentic Products notes his appreciation with the City's consideration of neighboring businesses and the applicant's ability to further reduce sound levels through the work performed after the initial sound tests (e.g. covering pipe with dirt, trap insulation, etc.) which work has had a noticeable effect.

To document the current sound levels, a gunfire sound test was conducted from 9:05 to 9:20 a.m. on July 27, 2017. Conditions were clear with a breeze of 7-10 mph, estimated. The photo on Page 2 shows the reading locations with an "x" and measured sound level results in decibels (dBA). While the gunshot sound was audible at all test locations, readings for gunshot sound were not able to be obtained at all of the more distant locations due to background noise (wind and/or traffic). In those cases, we can only note that the gunshot sound was not louder than the background noise level (e.g. <60 dB).

The initial sound levels set by the City council and agreed to by the applicant, were a maximum of 70 dBA at any point ten feet from the shooting facility; and, no more than the levels noted in the table below for specific neighboring uses.

The first row of numbers in the table shows the initial specified limits, and the second column shows the test results from the July 27, 2017 test.

AGENDA ITEM NO. _____

Location:	10 feet from the shooting range facility	Approximate dBA at Veteran's Park (Nearest Point)	Approximate dBA at WY Authentic Products	Approximate dBA at Beartooth Inn	Approximate dBA at Reno's Collision	Approximate dBA at RV Dump
Initial Limit:	70 dBA	50 dBA	50 dBA	40 dBA	45 dBA	50 dBA
Sound Level Reading:	Readings range from 63 to 67 decibels, except 10' east of the intake vent, which read 75.9 dBA.	<60 (not above background level of 60 dBA. (Calculate approx. 52 dBA)	<57 (Not above background level of 57 dBA.) [53 dBA measured 4/26/17 by applicant.]	Not measured (Estimated 43)	< 60 (Not above background level of 60 dBA.) [53 dBA measured 4/26/17 by applicant.]	<62 (Not above background level of 62 DBA.) (Calculate approx. 50 dBA)

In case you were wondering, the primary source of the higher sound levels appears to be sound escaping through the air intake vent located at the shooting box, which is at the north end of the shooting tunnel and faces east, towards the Reno Collision building. No "easy fix" for that issue has been identified.

In summary, noise levels around the facility are in line or within a few decibels of the original specified limit, except at the north end and east of the intake vent, which is about eight decibels over the 70-decibel limit at a 10-foot distance (over twice as loud), which therefore carries over to cause the Reno Collision level to be about eight decibels over the initial estimated level. However, the affected property owner finds that level acceptable.

Other than the sound level changes, all prior conditions would remain in effect as originally required.



AGENDA ITEM NO. _____

FISCAL IMPACT

No direct impacts to the city budget are expected.

ALTERNATIVES

Approve or deny the request to modify the maximum gunfire noise levels for the Gunwerks shooting facility.

RECOMMENDATION

Authorize the Gunwerks shooting facility to operate at or below the existing noise levels, as documented on the photo in the staff report. All prior conditions of operation remain unchanged.

AGENDA & SUMMARY REPORT TO:

Micheal LaBazzo, Gunwerks

MEETING DATE: AUGUST 15, 2017
DEPARTMENT: PARKS, RECREATION &
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: RICK MANCHESTER

2017 Cody Soroptimist's Run for Hope

ACTION TO BE TAKEN

Request City Council to approve The Cody Soroptimist's Club to hold their 9th annual "Run for Hope". A 5K and 10K walk-run benefit on October 7th, 2017.

SUMMARY OF INFORMATION

The "Run for Hope" is to benefit the Lainey Cole Memorial Women's Cancer Fund. This memorial fund provides assistance to women battling cancer. Lainey was a leader of the Soroptimists and the programs and services they provide to better the well-being of women and young girls in the Cody Community.

The race will start at 9 am and will not require any street closures. The races will begin and end at the Paul Stock Recreation Center, 1402 Heart Mountain Street.

The Soroptimists' are requesting assistance with traffic control at the start of the race. The assistance is for the intersections of Stampede Avenue/ Heart Mountain Street and Heart Mountain Street/ Alger Avenue. All traffic rules will be followed by participants.

FISCAL IMPACT

The City will provide traffic control at the onset of the race by scheduled Police Department personnel.

There will be a fee to cover call out fees

The Recreation Department has a Special Event Permit of \$25.00 for the use of our directional and caution signs, barricades and safety cones for the race.

The Soroptimist group will provide the Recreation Department with proof of insurance for this event.

ALTERNATIVES

1. Approve the Soroptimist's Run
2. Approve with conditions
3. Deny the request

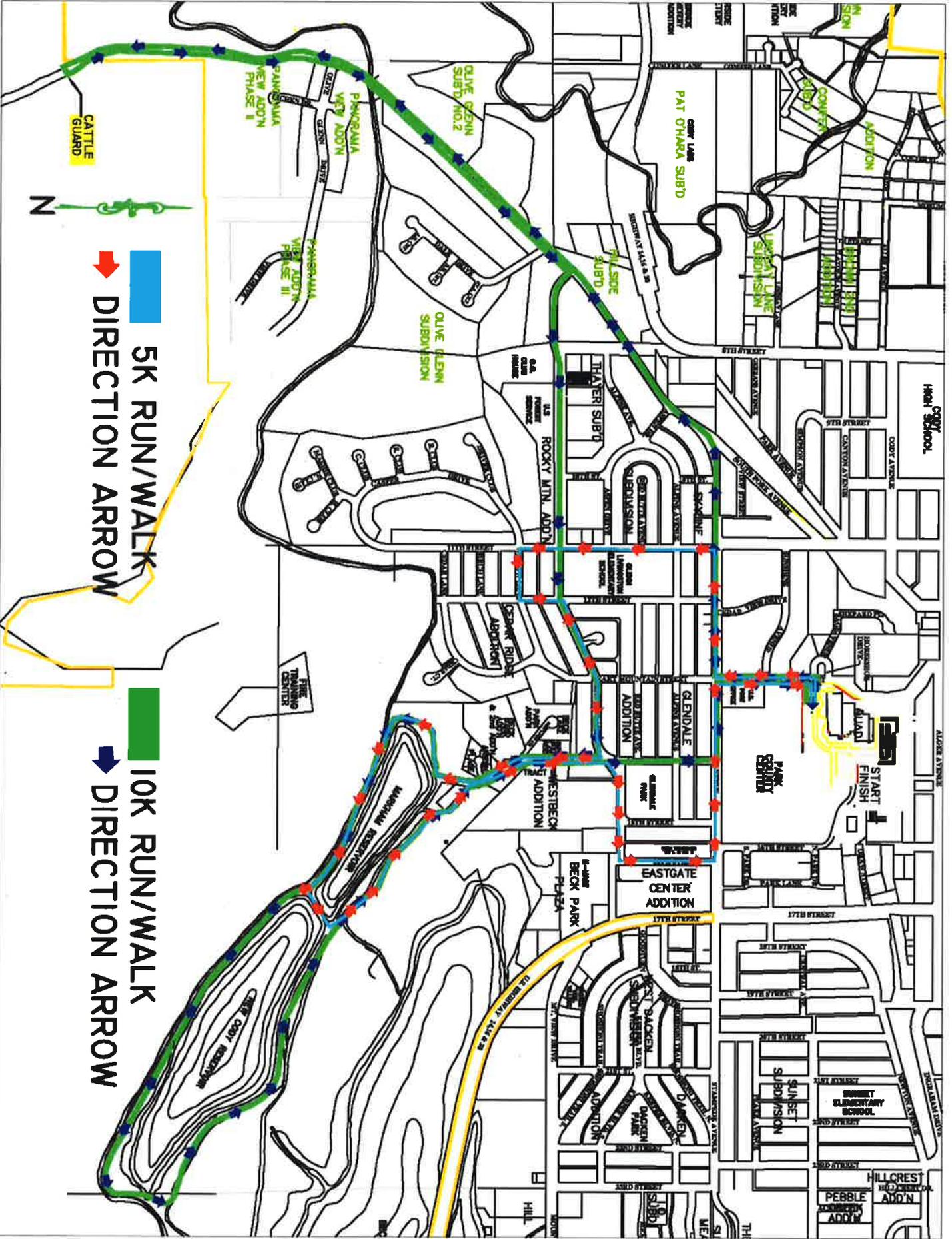
ATTACHMENTS

Map of the planned race routes

AGENDA & SUMMARY REPORT TO

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

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



█ 5K RUN/WALK
➔ DIRECTION ARROW

█ 10K RUN/WALK
➔ DIRECTION ARROW



MEETING DATE:	AUGUST 15, 2017
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	TODD STOWELL
CITY ADM. APPROVAL:	_____
PRESENTED BY:	TODD STOWELL

AGENDA ITEM SUMMARY REPORT

Extension to file the Final Plat of Trailhead III, Phase 7.

ACTIONS TO BE TAKEN

Authorize an extension/ re-authorization to file the final plat of Trailhead III, Phase 7.

SUMMARY

The City Council approved the final plat of Trailhead 3 Planned Unit Development, Phase 7, at their April 4, 2017 meeting. Phase 7 contains 58 lots and is the last phase of the Trailhead development. The City subdivision ordinance specifies that the final plat is to be recorded within 100 days of approval, unless an extension is granted. The 100-days has lapsed and the applicant's representative has requested an extension/re-authorization. The request is based on the fact that construction of the subdivision infrastructure is still underway and the surveyor prefers to set the survey pins and monuments after construction is complete and prior to recording the plat, so that any as-built modifications can be reflected on the plat, rather than in a correction affidavit after the plat is recorded.

In addition, it is noted that there are two minor changes to the subdivision. What were two separate drainage swales have been re-designed to make one larger and eliminate the other. In addition, more detailed engineering on the sight-distance easements has been performed, allowing the sight-distance easements originally proposed to be reduced in size, and at one intersection to be eliminated.

RECOMMENDATION

Approve the extension/ re-authorization of the final plat of Trailhead 3, Phase 7. The final plat is to be recorded before November 15, 2017.

AGENDA & SUMMARY REPORT TO:

Sage Civil Engineering

AGENDA ITEM NO. _____

MEETING DATE:	AUGUST 15, 2017
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	TODD STOWELL
CITY ADM. APPROVAL:	_____
PRESENTED BY:	TODD STOWELL

AGENDA ITEM SUMMARY REPORT
The Preliminary and Final Plats of the McCue Subdivision,
a two-lot county subdivision.

ACTIONS TO BE TAKEN

Approve the preliminary and final plats of the McCue subdivision.

SUMMARY

Morrison Maierlee, Inc., representing John and Katie McCue, has submitted a subdivision application to divide a 4.8-acre property into two lots. The property is located at 3201 Reesy Road, which is located outside of the City limits, but within the one-mile area of joint subdivision review specified by State and City codes. The city is also an immediate neighboring property owner, owning the land at the west end of Reesy Road. The property is located within the County's Industrial zone.

The City subdivision ordinance specifies that the subdivision is subject to full city standards. The applicant has requested variances so that the subdivision can occur without any city-required improvements. Effectively, the decision comes down to whether or not the City has any desire or potential to annex the Reesy Road area. Based on the items discussed in the staff report to the Planning and Zoning Board (see attached), the likelihood of annexation is thought to be negligible, so the Planning and Zoning Board went ahead and recommended approval of the variances and subdivision, subject to some basic notices and agreements for future participation in an improvement district.

It is also noted that we are still awaiting input from a title company regarding the ownership of Reesy Road, which affects some of the plat language and the drawing.

RECOMMENDATION:

The Planning and Zoning Board recommends that the City Council approve the 2-lot subdivision with the accompanying variances and the following conditions of approval.

Note that it is not clear that the Planning and Zoning Board meant to keep Condition 2.B.i, but as their motion did not exclude it from the rest of the original staff recommendation, it is still noted. Please discuss with staff to determine if it can be deleted. The Planning and Zoning Board did add Condition 2.B.iv to address the need for disclosure of the water situation.

1. Grant the variances noted in the P&Z staff report. (Includes waiver of agreement to annex.)
2. Approve the preliminary and final plat of the McCue Subdivision subject to the following conditions:

AGENDA ITEM NO. _____

- A. Comply with applicable County requirements.
- B. Prior to the Mayor signing the final plat:
 - i. Provide evidence of separate authorized water connections for both lots from the water provider, or remove any unauthorized connections and note on the plat that no on-site domestic water has been provided to the lot(s); (Delete? Different scenario than originally thought.)
 - ii. Add improvement district language, committing both lots to future participation in any improvement district to construct Reesy Road;
 - iii. Expand Note 7 as follows: "In addition to the obligation to share on a per acre pro-rata basis the costs of establishing and maintaining Reesy Road, as set forth in the certain easement document recorded April 9, 1980 in Microfilm Book 49, Page 774, it is ultimately the responsibility of the individual lot owners to maintain their portion of Reesy Road;
 - iv. Add a note to the plat explaining the domestic water situation—work with City staff on the specific language; and,
Either:
 - v. If it is shown that the Reesy Road frontage is owned by the McCues, dedicate the Reesy Road property as public right-of-way (change map and plat language accordingly).
- OR,
 - v. If it is shown that the Reesy Road frontage is owned by the original subdividers (Charles Spicer, George & Alta Reesy, or their heirs and assignees), modify the final plat by:
 - 1. Removing note 2.
 - 2. Removing the Easement Dedication language (don't own Reesy Road).
 - 3. Removing the gross acreage references.

ATTACHMENTS:

Preliminary Plat and Final Plat

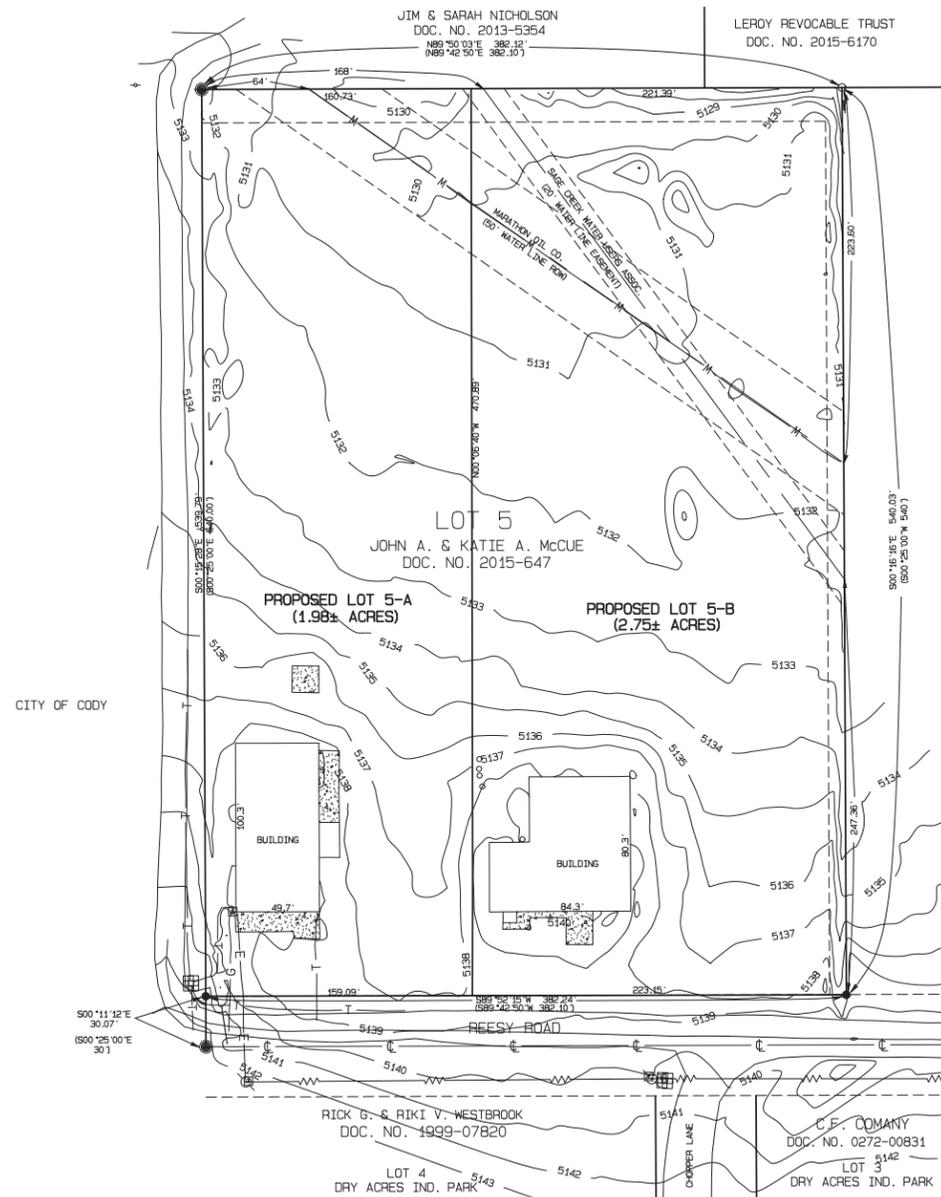
AGENDA & SUMMARY REPORT TO:

Ben McDonald, Morrison-Maierle
County Planning Office

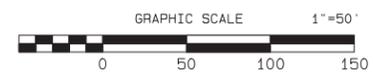
AGENDA ITEM NO. _____

PRELIMINARY PLAT MCCUE MAJOR SUBDIVISION WITHIN LOT 5, SPICER SUBDIVISION

LOT 49, T.52N., R.101W.
PARK COUNTY, WYOMING

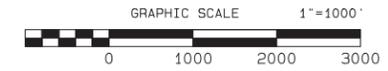
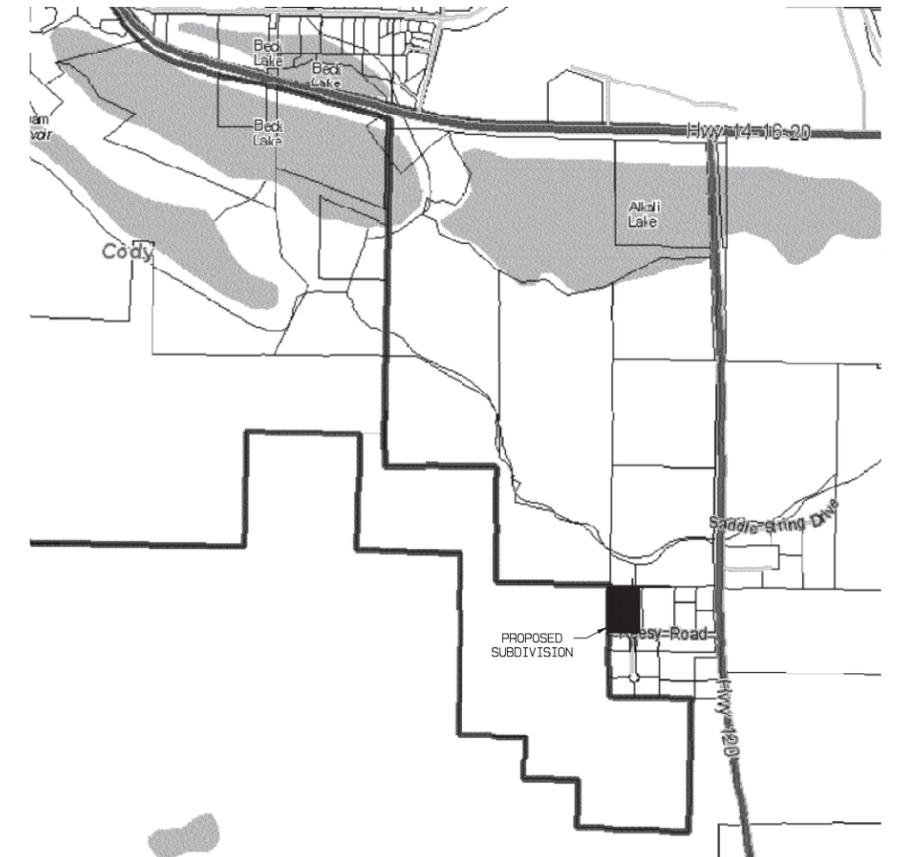


THE SPICER
COMPANY
DOC. NO. 0167-00519
LOT 4
SPICER SUB.



PLAN

- LEGEND**
- 5/8" REBAR WITH 2" ALUM. CAP SET ○
 - REBAR WITH ALUM. CAP FOUND ●
 - BRASS CAP FOUND ⊙
 - TELEPHONE BOX □
 - GAS METER ⊠
 - CLEANOUT ○
 - POWER POLE ⊙
 - WATER LINE PIPELINE W
 - NATURAL GAS PIPELINE G
 - OVERHEAD UTILITY LINE ~
 - FENCE X
 - ROAD CENTERLINE C
 - INDICATES BREAK IN LINE √
 - RECORD DIMENSIONS SHOWN THUS ()
 - CONCRETE SURFACE [stippled pattern]



VICINITY MAP

- NOTES**
- ① PROPERTY OWNERS: JOHN A. & KATIE A. MCCUE
 - ② THE PROPOSED MAJOR SUBDIVISION CONTAINS TWO LOTS WITH ONE BEING 1.98± ACRES AND THE OTHER BEING 2.75± ACRES.
 - ③ LEGAL DESCRIPTION: LOT 5, SPICER SUBDIVISION
 - ④ TOTAL ACREAGE WITHIN LOT 5 IS 4.73 ACRES±
 - ⑤ LOT 5 IS ZONED PARK COUNTY INDUSTRIAL
 - ⑥ UTILITIES: BOTH EXISTING BUILDINGS ARE CURRENTLY SERVICED WITH GAS, TELEPHONE, AND ELECTRICITY BY WAY OF THE REESY ROAD RIGHT OF WAY (60' WIDE).
 - ⑦ EXISTING DOMESTIC WATER FOR BOTH EXISTING BUILDINGS IS PROVIDED BY THE COOPER WELL, APPROXIMATELY 1 MILE NORTHEAST.
 - ⑧ EXISTING BUILDINGS ON PROPOSED LOT 5-A AND LOT 5-B ARE SERVED BY PRIVATE SEPTIC SYSTEMS.
 - ⑨ NO OPEN SPACE IS PROPOSED
 - ⑩ NO ADJUDICATED WATER RIGHTS HAVE BEEN IDENTIFIED FOR THE PROPERTY
 - ⑪ LEGAL ACCESS IS BY WAY OF REESY ROAD, A PRIVATE ROAD WITH PUBLIC USE. REESY ROAD IS DEFINED ON THE SPICER SUBDIVISION PLAT.
 - ⑫ THE APPLICANT IS IN THE PROCESS OF SUBMITTING AN APPLICATION TO THE CITY OF CODY FOR THE CITY'S REVIEW AND APPROVAL. THE PROPERTY IS WITHIN 1 MILE OF THE CITY OF CODY CORPORATE BOUNDARY.
 - ⑬ APPLICANT IS REQUESTING A VARIANCE FROM THE BOARD OF PARK COUNTY COMMISSIONERS REGARDING THE WIDTH TO DEPTH RATIO REQUIREMENT FOR LOT 5-A (3.35:1 EXISTING AND 3:1 THE REQUIREMENT).

<p>1408 Stampede Avenue Cody, WY 82414 Phone: 307.587.8881 Fax: 307.587.8882</p>		1/4 SEC.	SECTION	TOWNSHIP	RANGE
			LOT 49	52N	101W
<p>FIELD WORK: ECR DRAWN BY: ECR CHECKED BY: BMM</p>		<p>DATE: 07/07/2017 SCALE: 1"=50' PROJ. #: 5898001</p>		<p>8th PRINCIPAL MERIDIAN PARK COUNTY, WYOMING CLIENT: JOHN MCCUE Plotted: Jul 11, 2017</p>	
<p>J:\5898 McCue\001-MAJOR SUBDIVISION LOT 5 - SPICER SUBDIVISION\TerraMode\5898001.pro</p>					

PLAT

McCUE MAJOR SUBDIVISION

T. 52 N., R. 101 W.
(RESURVEY)

NO PROPOSED CENTRALIZED SEWAGE DISPOSAL SYSTEM.
NO ROADS ARE PROPOSED AS A PART OF THIS SUBDIVISION.

CERTIFICATE OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: THAT JOHN A. McCUE AND KATIE A. McCUE ARE THE OWNERS AND PROPRIETORS OF THOSE LANDS CONVEYED IN THE WARRANTY DEED RECORDED AS DOCUMENT NO. 2015-647 OF THE DEED RECORDS ON FILE IN THE OFFICE OF THE CLERK AND RECORDER OF PARK COUNTY, WYOMING, AND MORE PARTICULARLY DESCRIBED AS LOT 5 OF THE SPICER SUBDIVISION LOCATED WITHIN LOT 49, TOWNSHIP 52 NORTH, RANGE 101 WEST OF THE SIXTH PRINCIPAL MERIDIAN, PARK COUNTY, WYOMING ACCORDING TO THE GOVERNMENT RESURVEY AS SHOWN ON THE PLAT THEREOF RECORDED IN PLAT CABINET "C", AT PAGE 152 OF THE PLAT RECORDS OF THE PARK COUNTY CLERK AND RECORDER, OF WHICH THE "McCUE MAJOR SUBDIVISION" IS IDENTICAL THEREWITH.

THE OWNERS AND PROPRIETORS HAVE BY THESE PRESENTS LAID OUT AND SURVEYED AS "McCUE MAJOR SUBDIVISION", AND WITH THE SPECIFIC INTENT TO DO SO, DO HEREBY DEDICATE THE PRIVATE EASEMENT FOR INGRESS AND EGRESS KNOWN AS REEZY ROAD TO THE OWNERS, HEIRS, SUCCESSORS AND ASSIGNS OF LOT 5-A AND LOT 5-B OF THE McCUE MAJOR SUBDIVISION AND TO ALL OTHER OWNERS, HEIRS, SUCCESSORS AND ASSIGNS AS DESCRIBED IN THE INSTRUMENT RECORDED APRIL 9, 1980 IN MICROFILM BOOK 48 AT PAGE 774 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER, AND DO ALSO RESERVE PERPETUAL EASEMENTS FOR THE INSTALLATION AND MAINTENANCE OF UTILITIES AS ARE LAID OUT AND DESIGNATED ON THIS PLAT. THE UNDERSIGNED HEREBY WAIVE AND RELEASE ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING.

IN CONSIDERATION OF THE BOARD OF PARK COUNTY COMMISSIONERS' DETERMINATION OF THIS DIVISION OF LAND AS A "SUBDIVISION" AND "SUBDIVIDED LAND" AS NOTED HEREON:

THE UNDERSIGNED HEREBY WAIVE ALL CLAIMS AGAINST PARK COUNTY FOR DAMAGE OR LOSS TO OUR PERSONS AND/OR PROPERTY WHICH MAY BE CAUSED BY SUCH DETERMINATION, AND THE UNDERSIGNED HEREBY AGREE TO HOLD HARMLESS, INDEMNIFY, AND DEFEND PARK COUNTY IN ANY ACTION WHICH MAY ARISE IN CONNECTION WITH ANY AND ALL ERRORS, OMISSIONS, OR MISTAKES IN THIS LAND SURVEY PLAT AND/OR OTHER INFORMATION WHICH THE UNDERSIGNED HAVE SUBMITTED IN CONNECTION WITH THIS REQUEST.

THE UNDERSIGNED HEREBY FURTHER ACKNOWLEDGE AND STATE UNDER OATH THAT THEY ARE THE LEGAL OWNERS OF THE PROPERTY DESCRIBED HEREON, THE SUBDIVISION OF "McCUE MAJOR SUBDIVISION" AS APPEARS ON THIS PLAT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS.

THE UNDERSIGNED HEREBY FURTHER AGREE THAT THIS PLAT WHEN RECORDED IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER ESTABLISHES VESTED PROPERTY RIGHTS. THE UNDERSIGNED HEREBY AGREE TO ABIDE BY THE CONDITIONS AND STIPULATIONS CONTAINED HEREIN AND IN THE COMMISSIONERS RESOLUTION/SUBDIVISION PERMIT.

IN WITNESS WHEREOF, THE SAID OWNERS, JOHN A. McCUE AND KATIE A. McCUE, HAVE CAUSED THEIR NAMES TO BE HEREON SUBSCRIBED THIS _____ DAY OF _____, 2017.

JOHN A. McCUE KATIE A. McCUE

ACKNOWLEDGEMENT:

STATE OF WYOMING }
COUNTY OF PARK }

THE FOREGOING CERTIFICATE OF DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2017 BY JOHN A. McCUE AND KATIE A. McCUE.

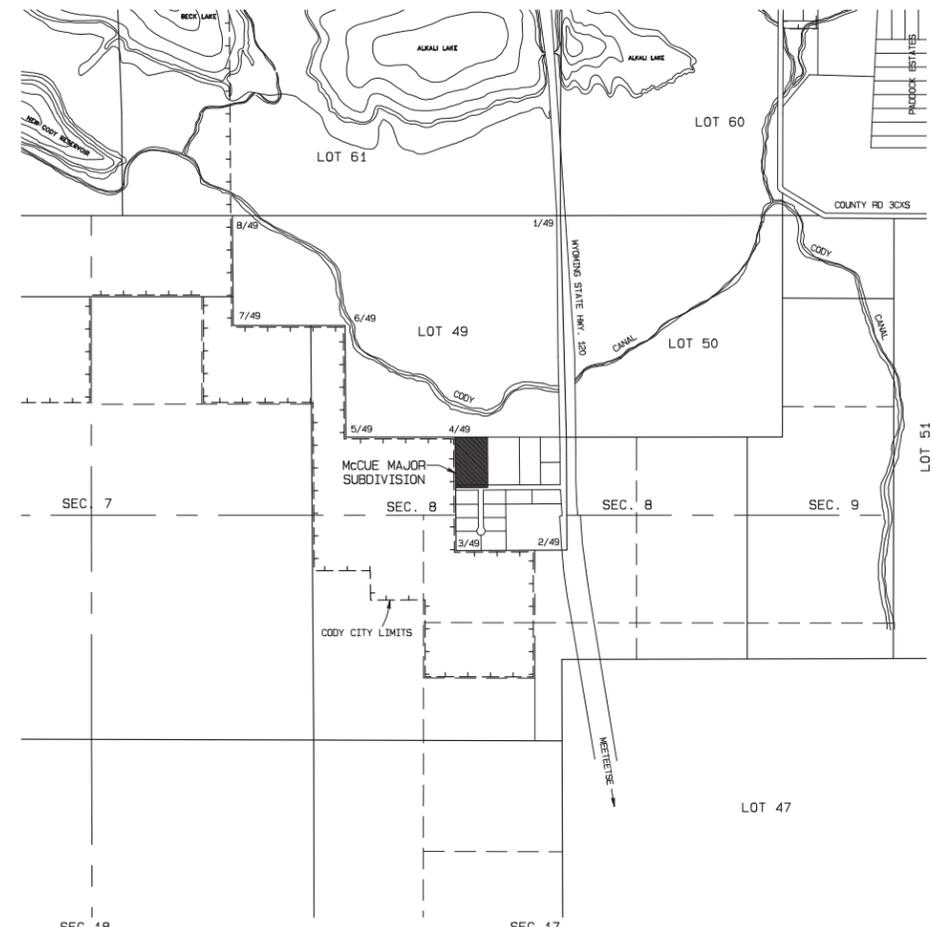
WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

PLATTING CONDITIONS

- RIGHT-OF-WAY.** The right-of-way for ingress and egress for service and emergency vehicles is granted over, across, on, and through any and all private roads and drives now or hereinafter established.
- ROAD CONSTRUCTION AND ACCEPTANCE.** The County shall not accept the maintenance of any road or bridge within the boundaries of "McCUE MAJOR SUBDIVISION" until and unless the road or bridge meets all county road and bridge specifications and all requirements of the Statutes of the State of Wyoming in effect at the time a petition for acceptance is filed with the Park County Board of Commissioners. The Board of County Commissioners shall have sole authority to determine whether or not to accept maintenance. Nothing shall require the Board of County Commissioners to assume maintenance.
- MINERAL ESTATE.** The surface estate of the land to be subdivided is subject to the full and effective development of the mineral estate.
- IRRIGATION.** All irrigation upon all lots within the "McCUE MAJOR SUBDIVISION" shall be by sprinkler irrigation only. There shall be NO FLOOD IRRIGATION within said lots.



VICINITY MAP



McCUE MAJOR SUBDIVISION

ENCOMPASSING 5.00± ACRES GROSS AND 4.74± ACRES NET



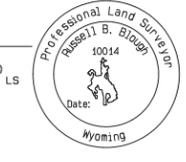
LEGEND

- 5/8" REBAR WITH 2" ALUM. CAP SET ○
- REBAR WITH ALUM. CAP FOUND ●
- BRASS CAP FOUND ⊙
- INDICATES BREAK IN LINE ————
- McCUE MAJOR SUBDIVISION BOUNDARY (LINE WEIGHT) ————
- EASEMENTS & RIGHTS-OF-WAY - - - - -
- RECORD DIMENSIONS SHOWN THUS: (S00°25'00"W 570.00')

SURVEYOR'S CERTIFICATE

I, RUSSELL B. BLOUGH, BEING A REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY CERTIFY THAT THIS PLAT AND SURVEY OF McCUE MAJOR SUBDIVISION WAS MADE BY ME AND UNDER MY SUPERVISION AND THAT BOTH ARE ACCURATE TO THE BEST OF MY KNOWLEDGE AND IN COMPLIANCE WITH ALL STATE AND COUNTY STATUTORY PROVISIONS AND REGULATIONS.

DATED THIS _____ DAY OF _____, 2017.



MORRISON-MAIERLE
BY: RUSSELL B. BLOUGH (AGENT)
WYOMING REGISTRATION NO. 10014 LS

NOTES

- BEARINGS ARE BASED ON THE CITY OF CODY DATUM, WHICH IS BASED ON THE WYOMING COORDINATE SYSTEM NAD 83/93 WEST CENTRAL ZONE.
- THE GROSS LOT AREAS SHOWN ON THIS PLAT INCLUDE THE RIGHT-OF-WAY OF REEZY ROAD AS MEASURED FROM THE CENTERLINE OF REEZY ROAD, AND NET LOT AREAS EXCLUDE THESE PORTIONS OF THE REEZY ROAD RIGHT-OF-WAY.
- ALL McCUE MAJOR SUBDIVISION LOT OWNERS ARE REQUIRED TO JOIN THE SAGE CREEK WATER USERS ASSOCIATION TO ASSUME THEIR SHARE OF FINANCIAL OBLIGATIONS FOR MAINTENANCE OF COMMON FACILITIES RELATING TO THE COOPER WELL SYSTEM.
- AS PER DEQ RECOMMENDATIONS, SEPTIC SYSTEMS SHALL NOT BE INSTALLED WITHIN ANY AREA DESCRIBED ON THIS PLAT AS IRRIGATION OR DITCH EASEMENTS. ADDITIONALLY, SEPTIC SYSTEMS SHALL NOT BE PLACED GREATER THAN 3 FEET BELOW GROUND SURFACE.
- NO SURFACE WATER RIGHTS EXIST FOR THIS PROPERTY. SUBDIVISION LOT PURCHASERS ARE NOT ALLOWED TO USE WATER OUT OF ANY DITCH OR STREAM WITHOUT A WATER RIGHT.
- ANY ADDITIONAL STRUCTURES BUILT UPON THIS PROPERTY NEEDING A WATER SUPPLY SHALL CONNECT TO THE SAGE CREEK WATER SYSTEM OR OTHER DOMESTIC WATER SUPPLY SYSTEM, IF AVAILABLE.
- IT IS THE RESPONSIBILITY OF THE INDIVIDUAL LOT OWNERS TO MAINTAIN THEIR PORTION OF REEZY ROAD.

APPROVALS

CITY PLANNING AND ZONING BOARD
APPROVED AS OF THE _____ DAY OF _____, 2017 BY THE CITY PLANNING AND ZONING BOARD OF CODY, WYOMING.
CHAIRMAN - STEVE MILLER

CITY COUNCIL APPROVAL
APPROVED AS OF THE _____ DAY OF _____, 2017 BY THE CITY COUNCIL OF CODY, WYOMING.
MAYOR - MATT HALL

ATTEST: _____
CINDY BAKER
ADMINISTRATIVE SERVICES OFFICER

BOARD OF COUNTY COMMISSIONERS APPROVAL AND SUBDIVISION PERMIT

THIS PLAT IS HEREBY APPROVED AND THE SUBDIVISION PERMIT GRANTED BY THE BOARD OF COUNTY COMMISSIONERS OF PARK COUNTY, WYOMING, THIS _____ DAY OF _____, 2017.

CHAIRMAN - LEE LIVINGSTON

ATTEST: _____

PARK COUNTY CLERK

DATE: _____

RECORDER'S ACCEPTANCE

THIS PLAT WAS ACCEPTED FOR FILING IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER ON THIS _____ DAY OF _____, 2017, AND FILED FOR RECORD AT _____ M. UNDER DOCUMENT NUMBER _____

IN PLAT CABINET _____ AT PAGE _____

COLLEEN RENNER
PARK COUNTY CLERK AND RECORDER

BY: DEPUTY COUNTY CLERK

DRAFT

EASEMENTS OF RECORD

- SIXTY FOOT WIDE PRIVATE EASEMENT FOR INGRESS AND EGRESS FROM WYOMING STATE HIGHWAY 120 SHOWN AS REEZY ROAD HEREON AND ON THE PLAT OF THE SPICER SUBDIVISION RECORDED IN PLAT BOOK "C" AT PAGE 152 AND ON THE PLAT OF DRY ACRES INDUSTRIAL PARK RECORDED IN PLAT BOOK "C" AT PAGE 156 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER AND FURTHER DESCRIBED IN THE INSTRUMENT RECORDED APRIL 9, 1980 IN MICROFILM BOOK 48 AT PAGE 774 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER.
- FIFTY FOOT WIDE EASEMENT FOR A WATER PIPE LINE AND INCIDENTAL PURPOSES ORIGINALLY GRANTED TO THE OHIO OIL COMPANY AS CONTAINED IN INSTRUMENT RECORDED FEBRUARY 8, 1947 IN BOOK 128 AT PAGE 606 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER.
- RIGHT-OF-WAY EASEMENT FOR ELECTRICAL TRANSMISSION AND DISTRIBUTION LINE AND INCIDENTAL PURPOSES GRANTED TO PACIFIC POWER & LIGHT COMPANY AS CONTAINED IN INSTRUMENT RECORDED MAY 14, 1979 IN MICROFILM BOOK 40 AT PAGE 282 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER (NO WIDTH SPECIFIED AND LOCATION UNCERTAIN).
- RIGHT-OF-WAY FOR A BURIED NATURAL GAS LINE AND INCIDENTAL PURPOSES GRANTED TO THE CODY GAS COMPANY, A DIVISION OF THE COASTAL CORPORATION AS CONTAINED IN INSTRUMENT RECORDED JANUARY 24, 1986 IN MICROFILM BOOK 123 AT PAGE 393 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER, BEING THE SOUTH 30 FEET OF LOT 5 (SET ASIDE FOR USE AS REEZY ROAD). FURTHER ASSIGNMENT OF SAID EASEMENT FOR SAID PURPOSES TO THE GREAT FALLS GAS COMPANY RECORDED DECEMBER 14, 1988 IN MICROFILM BOOK 153 AT PAGE 122 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER.
- TWENTY FOOT WIDE WATER LINE EASEMENT FOR USE BY THE SAGE CREEK WATER USERS ASSOCIATION AS SHOWN ON THE PLAT OF THE SPICER SUBDIVISION RECORDED IN PLAT BOOK "C" AT PAGE 152 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER.
- UTILITY EASEMENTS AS SHOWN ON THE PLAT OF THE SPICER SUBDIVISION RECORDED IN PLAT BOOK "C" AT PAGE 152 IN THE OFFICE OF THE PARK COUNTY CLERK AND RECORDER.

		1408 Stampede Avenue Cody, WY 82414 Phone: 307.587.8881 Fax: 307.587.8282			
		SECTION 8 O.S.	LOT 49 R.S.	TOWNSHIP 52N	RANGE 101W
FIELD WORK: ECR DRAWN BY: DJR CHECKED BY: SDF		DATE: 08/01/2017 SCALE: AS SHOWN PROJ. #: 8898.001		6th PRINCIPAL MERIDIAN PARK COUNTY, WYOMING CLIENT: JOHN McCUE Plotted: Aug 3, 2017 SHEET 1 OF 1	

J:\5898 McCue\001- MAJOR SUBDIVISION\Terra\mod6\5898001 FINAL.pro

**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	AUGUST 8, 2017	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	
SUBJECT:	PRELIMINARY AND FINAL PLAT OF THE MCCUE SUBDIVISION. A 2-LOT COUNTY SUBDIVISION. SUB 2017-03	RECOMMENDATION TO COUNCIL:	X
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

BACKGROUND:

Morrison Maierlee, Inc., representing John and Katie McCue, has submitted a subdivision application to divide a 4.8-acre property into two lots. The property is located at 3201 Reesy Road, which is located outside of the City limits, but within the one-mile area of joint subdivision review specified by State and City codes. The subdivision requires approval by both the county and the city.

The property is located within the County's Industrial zone. As shown on the preliminary plat, Lot 5A would be a 1.98-acre lot with an existing building. It currently contains Proffit's Lawn Care and Yellowstone Artisans. Lot 5B also contains an industrial building, which is currently vacant. Heavy duty road building equipment is stored on the back of the lot.

Existing Conditions:



To the west is City-owned property zoned "heavy industrial", but currently vacant. The lot to the east is also vacant. Residential use exists to the north. The rest of the Reesy Road area is developed with industrial type uses.



Cody Master Plan/Annexation:

The property is within an identified "long-term annexation area", as established by the Cody Master Plan. Effectively this means that annexation of the area is not a priority to the City and therefore the City does not intend to pursue annexation of this area in the near future. Annexation would likely only occur if requested by the property owners and if the annexation were negotiated to be of a benefit to the City.

No city services are within or even near the Reesy Road area. The nearest city utilities (water, sewer, and power) are roughly 1.4 miles away.

Reesy Road is a private road located on land that appears to be owned by the original subdividers of the Spicer Subdivision and Dry Acres Industrial park. There is a commitment recorded at the County (April 9, 1980, Book MF 49, Page 778) where those owners, their heirs and assignees agree to dedicate the road to the City at such time as the area is annexed. It has been 37 years since that agreement and it could easily be another 37 before the area is annexed. Trying to get the signatures of the heirs or assignees of that land on a right-of-way deed that long after the agreement would likely take significant time and effort, if it were even possible.

Due to these obstacles and expected timelines for any annexation, staff recommends deferring any city-based improvements.

If the Board and Council agree with this position, it is noted that several variances to the City subdivision standards will be needed, since by default the subdivision would be subject to full compliance with City standards.

SUBDIVISION REGULATIONS

Applicable subdivision ordinance standards are as follows. Staff comments follow each standard. When a variance from the standard is involved, it is noted.

11-4-2: STREETS, ALLEYS AND EASEMENTS:

A. Alignment: All proposed streets, alleys and easements shall align horizontally and vertically with existing streets, alleys and easements adjacent to or lying near the subdivision.

Staff Comment- No new streets are proposed.

B. Conform to Master Street Plan: All streets shall conform to the city master street plan for size and approximate alignment.

Staff Comment- No master planned streets cross this property.

Items C through O are standards that relate to construction of new public streets and are not applicable to this project as proposed or recommended.

P. Alleys: Alleys shall be required in all subdivisions with the minimum width being twenty feet (20'), unless extreme conditions preclude the feasibility of alleys. ...

Staff Comment: An alley is not necessary due to the large lot sizes and lack of alleys on neighboring lots. A variance would be appropriate.

Q. Curb, Gutter, Sidewalk, Paved Streets: Curb, gutter, sidewalk and paved streets shall be required in all proposed subdivisions unless waived in accordance with criteria set out in subsection 11-5-2B of this title by the planning, zoning and board, and the city council. All waivers of curb, gutter and sidewalks shall require acknowledgment by the developer on the final plat that future improvement districts for the development of curb, gutter and sidewalks shall be supported by future owners of the lots and be so noted on the final plat. The developer shall be responsible for demonstrating to the city that the grades and location of the proposed improvements shall be compatible with all future development in the area.

Staff Comment: Reesy Road is on a 60-foot wide easement, but is not public road right-of-way. Prior to discovering the complications with Reesy Road, staff thought it would be appropriate, based on application of the rational nexus and roughly proportional tests, that the subdivider widen and crown the existing road across the property frontage to a 24-foot gravel width—it currently gradually shrinks from 24 feet down to 12 feet at the west end of the property. A 24-foot width would essentially match the rest of the road. However, due to the apparently negligible chance of the road ever being within the City limits and because the road is minimally adequate for emergency access in its current state, we propose deferring to the County for any road improvements. However, based on the slim chance that the situation develops that annexation does occur, the improvement district language is recommended to be added to the plat.

R. Street Cross Section: The minimum typical street cross section for each type of street shall be as shown on the master street plan. Details of the city standards for typical paving, curb, gutter, sidewalk, alley aprons and valley gutter sections may be obtained from the city engineer.

Staff Comment: As noted above, a variance would be appropriate here.

T. Drainage: ... Minor subdivisions shall be exempt from this requirement.

Staff Comment: The City would classify this as a minor subdivision, which is exempt from this requirement.

U. Lot Requirements: All lots within a proposed subdivision will meet the following requirements:

- 1. Lots shall be sized to meet the requirements of the appropriate zoning.*
- 2. Every lot shall abut upon or have access to an approved street or an approved cul-de-sac.*
- 3. Side lot lines shall be at approximate right angles to the street line on which the lot faces.*
- 4. Strip lots established with the intent of restricting access to streets or alleys will be prohibited.*

Staff Comment: Met.

OTHER:

Section 11-5-1, DEVELOPMENT AND IMPROVEMENT also includes standards. Applicable standards are listed below.

F. Sanitary Sewer: ...

Staff Comment: Public sanitary sewer is not available. Both lots are on individual septic systems. The surveyor has verbally indicated that the septic systems are fully contained within the lots they serve. Review of the septic systems is being conducted by the County.

H. Water Mains: ...The system will connect each lot within the proposed subdivision to a minimum six-inch (6") diameter main by the use of a minimum three-fourths inch (3/4") copper service line. ...

Staff Comment: Neither City water nor Northwest Rural water are immediately available. Water is provided by a private water system (well) located east of Highway 120.

Staff has asked for verification that both lots are entitled to water shares/certificates from the private water user's association. If not, one lot will need to disconnect and obtain water from another source (e.g. haul in water). The situation should be noted on the final plat.

I. Fire Hydrants: Fire hydrants shall be installed at intervals not to exceed five hundred feet (500') between hydrants and provided with standard hose connections as specified by the fire department.

Staff Comment: No fire hydrants, or water lines capable of supporting them, are available. A variance would be necessary.

N. Public Use Areas: ...

Staff Comment: Minor subdivisions are exempt from this requirement.

OTHER:

1. The requirement in the subdivision code relating to an agreement to annex has been discussed in the last few County subdivisions. Council has waived the requirement in those situations and staff presumes they will do so again here, since there are no city utility services to the property, and the property is not in an identified "annexation area".

RECOMMENDED ACTIONS:

Recommend that the City Council:

1. Grant the variances noted in the staff report.
2. Approve the preliminary and final plat of the McCue Subdivision subject to the following conditions:
 - A. Comply with applicable County requirements.
 - B. Prior to the Mayor signing the final plat:
 - i. Provide evidence of separate authorized water connections for both lots from the water provider, or remove any unauthorized connections and note on the plat that no on-site domestic water has been provided to the lot(s);
 - ii. Add improvement district language, committing both lots to future participation in any improvement district to construct Reesy Road;
 - iii. Expand Note 7 as follows: "In addition to the obligation to share on a per acre pro-rata basis the costs of establishing and maintaining Reesy Road, as set forth in the certain easement document recorded April 9, 1980 in Microfilm Book 49, Page 774, it is ultimately the responsibility of the individual lot owners to maintain their portion of Reesy Road; and, Either:
 - iii. If it is shown that the Reesy Road frontage is owned by the McCues, dedicate the Reesy Road property as public right-of-way (change map and plat language accordingly).

OR,

- iii. If it is shown that the Reesy Road frontage is owned by the original subdividers (Charles Spicer, George & Alta Reesy, or their heirs and assignees), modify the final plat by:
 1. Removing note 2.
 2. Removing the Easement Dedication language (don't own Reesy Road).
 3. Removing the gross acreage references.

ATTACHMENTS:

Preliminary and Final Plat

MEETING DATE: AUGUST 15, 2017

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE, FINANCE
OFFICER

AGENDA ITEM SUMMARY REPORT

Uncollectible Account Write Offs

ACTION TO BE TAKEN:

Approve the uncollectible account write offs in the amount of \$78,511.95

SUMMARY OF INFORMATION:

Annually during the budget process, Staff identifies accounts that are considered uncollectible and includes the account balances in the budget as part of the bad debt expense line items in the appropriate funds. Accounts are typically determined to be uncollectible under the following circumstances: bankruptcy discharges, deceased customers with no estate to file a claim against, accounts past the statute of limitations (7-10 years old), and accounts on which the collection agency has exhausted all legal actions and have ceased effort.

FISCAL IMPACT

For Fiscal Year 2017-2018 the City budgeted the following for bad debt write offs:

Type	Statute of Limitations	Bankruptcy	Deceased	Total
Accounts Receivable	\$1,851.35	\$0	\$5,106.24	\$6,957.59
Utility Billing	\$11,339.58	\$1,560.20	\$2,156.20	\$15,055.98
Municipal Court	\$55,808.38	\$0	\$690.00	\$56,498.38
Total	\$68,999.31	\$1,560.20	\$7,952.44	\$78,511.95

These write offs are non-cash expenses and will have no direct effect on cash balances however they will reduce the accounts receivable balances in the affected funds meaning that there will be no future cash collections on these accounts.

ATTACHMENTS

None

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

MEETING DATE: AUGUST 15, 2017
 DEPARTMENT: ADMINISTRATIVE SERVICES
 PREPARED BY: LESLIE BRUMAGE, FINANCE
 OFFICER
 PRESENTED BY: LESLIE BRUMAGE, FINANCE
 OFFICER

AGENDA ITEM SUMMARY REPORT

Resolution 2017-08 Budget Amendment

ACTION TO BE TAKEN:

Approve the resolution amending the FY17-18 budget.

SUMMARY OF INFORMATION:

The City of Cody adopted the budget for FY17-18 on June 20, 2017. Per State Statute, budgets may be amended through Resolution by the City Council. This budget amendment request includes the following carry overs and adjustments:

Revenues:

Account Name	Amount	Department	Comment
Mentock Park WBC 10-400-6702	\$1,547	Parks	The construction of the playground was completed in June 2017 and came in under budget. Wyoming Business Council authorized the use of the remaining funds to install benches and a picnic table in FY17-18. The grant will reimburse the City for the expense.
Mentock Park SLIB 10-400-6704	\$2,634	Parks	The construction of the playground was completed in June 2017 and came in under budget. State Lands and Investments authorized the use of the remaining funds to install benches and a picnic table in FY17-18. The grant will reimburse the City for the expense
Wastewater Treatment Facility Phase 1 54-500-6524	\$109,138	Wastewater	The project will be completed in FY17-18 and expenses incurred after July 1 st will be reimbursed by the grant in FY17-18
Wastewater Treatment Facility Phase 1 54-500-6529	\$257,965	Wastewater	The project will be completed in FY17-18 and expenses incurred after July 1 st will be reimbursed by the loan in FY17-18
Wyoming Authentic Products 10-200-NEW	\$748,360	Pass Through Grants	This project grant was approved by WBC in May 2017 and is expected to start in FY17-18.
TOTAL REVENUE	\$1,119,644		

Expenses:

Account Name	Amount	Department	Comment
Salaries & Benefits	\$45,527	Administrative Services	Fill the vacant account clerk position
Mentock Park WBC 10-410-7702	\$1,547	Parks	The construction of the playground was completed in June 2017 and came in under budget. Wyoming Business Council authorized the use of the remaining funds to install benches and a picnic table in FY17-18. The grant will reimburse the City for the expense.
Mentock Park SLIB 10-410-7704	\$2,634	Parks	The construction of the playground was completed in June 2017 and came in under budget. State Lands and Investments authorized the use of the remaining funds to install benches and a picnic table in FY17-18. The grant will reimburse the City for the expense
Trailhead Open Space Development 10-410-7411	\$56,240	Parks	The project started in FY16-17 and will be completed in FY17-18.
Wyoming Afterschool Alliance Grant 10-430-5930	\$638	Recreation	The Kidz on the Move grant program extends into FY17-18. The grant funding was received in advance in FY16-17.
Education & Training 10-505-5140	\$177	Community Development	Classes registered for in June will not occur until after July 1 st .
Watermain – Sunset Blvd 53-545-7528	\$46,158	Water	The project started in FY16-17 and will be completed in FY17-18.
Wastewater Treatment Facility Phase 1 54-550-7524	\$109,138	Wastewater	The project started in FY16-17 and will be completed in FY17-18. This expense will be reimbursed by the grant.
Wastewater Treatment Facility Phase 1 54-550-7529	\$257,965	Wastewater	The project started in FY16-17 and will be completed in FY17-18. This expense will be reimbursed by the loan.
Wastewater Treatment Facility Phase 1 54-550-7519	\$128,983	Wastewater	The project started in FY16-17 and will be completed in FY17-18.
Wastewater Treatment Facility Phase 2 54-550-7535	\$95,868	Wastewater	The remaining engineering and design work for phase 2 will be completed in FY17-18.
Wastewater Treatment Facility Phase 2 54-550-7535	\$5,500	Wastewater	A new professional services agreement with Engineering Associates was approved for the study of sustainable treatment alternatives for the WWTF phase 2 project.
Cody Labs Phase 2 Electric Upgrade 55-560-7522	\$175,099	Electric	The project started in FY16-17 and will be completed in FY17-18

Sunset Blvd Electric Cable Replacement 55-560-7531	\$1,000	Electric	The project started in FY16-17 and will be completed in FY17-18
Trailhead 7 Electric Lines 55-560-7542	\$52,526	Electric	The project started in FY16-17 and will be completed in FY17-18
Transformers 55-560-5455	\$11,095	Electric	Materials ordered in FY16-17 will not be received until after July 1 st .
Meters 55-560-5440	\$1,356	Electric	Materials ordered in FY16-17 will not be received until after July 1 st .
Right of Way Clearing 55-560-5337	\$4,820	Electric	Work scheduled in June was delayed until after July 1 st .
Uniforms 55-560-5170	\$384	Electric	Boots for new hire
Wyoming Authentic Products 10-215-NEW	\$748,360	Pass Through Grants	This project was approved by WBC in May 2017 and is expected to start in FY17-18. This expense will be reimbursed by the grant
TOTAL EXPENSES	\$1,745,015		

FISCAL IMPACT

The total change in the total unrestricted cash based on the above budget amendments will be a decrease of \$625,371 across all funds.

ALTERNATIVES

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

ATTACHMENTS

1. Resolution 2017-08

AGENDA & SUMMARY REPORT TO:

1. None

RESOLUTION 2017-08

A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2017-2018

WITNESSETH:

WHEREAS, the final budget for Fiscal Year 2017-2018 was duly adopted by the City of Cody with Ordinance No 2017-14 on June 20, 2017 in accordance with the State of Wyoming Statutes; and

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

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

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

	Current Budget	Proposed Amendment	Amended Budget
REVENUES			
General Fund	\$10,522,736	\$752,541	\$11,275,277
Vehicle Replacement Fund	\$429,741		\$429,741
Lodging Tax Fund	\$127,000		\$127,000
Public Improvements Fund	\$0		\$0
Specific Purpose Tax Fund	\$2,307,672		\$2,307,672
Solid Waste Fund	\$2,299,491		\$2,299,491
Water Fund	\$3,616,201		\$3,616,201
Wastewater Fund	\$2,000,898	\$367,103	\$2,368,001
Electric Fund	\$12,626,605		\$12,626,605
TOTAL REVENUE	\$33,930,344	\$1,119,644	\$35,049,988
EXPENSES			
Mayor - Council	\$487,938		\$487,938
Pass Through Grants	\$0	\$748,360	\$748,360
City Administrator	\$155,224		\$155,224
Administrative Services	\$1,358,491	\$45,527	\$1,404,018
Police	\$3,038,976		\$3,038,976
Parks Maintenance	\$895,760	\$60,421	\$956,181
Public Facilities	\$509,994		\$509,994
Recreation Center	\$1,071,846	\$638	\$1,072,484
Aquatics	\$778,123		\$778,123
Community Development	\$610,018	\$177	\$610,195
Streets	\$1,358,826		\$1,358,826
Vehicle Maintenance	\$312,404		\$312,404
Vehicle Replacement	\$537,250		\$537,250
Lodging Tax	\$156,265		\$156,265
Public Improvements	\$0		\$0
Specific Purpose Tax Fund	\$504,400		\$504,400
Solid Waste Fund	\$2,339,643		\$2,339,643
Water Fund	\$3,375,422	\$46,158	\$3,421,580
Wastewater Fund	\$2,265,607	\$597,454	\$2,863,061
Electric Fund	\$13,036,647	\$246,280	\$13,282,927
TOTAL EXPENSES	\$32,792,834	\$1,745,015	\$34,537,849

PASSED, APPROVED AND ADOPTED THE 15th day of August 2017

Matt Hall, Mayor

Attest:

Cynthia Baker, Administrative Services Officer

MEETING DATE: JULY 18, 2017

DEPARTMENT: LEGAL

PREPARED BY: SCOTT E. KOLPITCKE

PRESENTED BY: SCOTT E. KOLPITCKE

AGENDA ITEM SUMMARY REPORT

Title of Agenda Item:

Ordinances 2017-16 through 2017-20
(Liquor Ordinance Changes)

ACTION TO BE TAKEN:

Approve, deny or approve with changes the proposed ordinances.

SUMMARY OF INFORMATION:

In 2017, the Wyoming Legislature substantially revised the laws regulating the sale of alcoholic beverages in Wyoming. Those new laws went into effect on July 1. In several cases, the legislature repealed existing state laws, which means that towns, cities and counties must regulate those issues. For example, the Legislature repealed the state laws which regulate the hours of operation for bars, and the age restrictions for those who enter a bar. Accordingly, it is up to local towns, cities and counties to adopt ordinances to replace those. Fortunately, the City of Cody already has ordinances in place which address some of these issues, so nothing has changed in Cody with respect to age limitations and hours of operation.

One major change to the state law is the elimination of the "dispensing room". In the past, a liquor license was approved for a specific "dispensing room" within a building. Individuals under the age of 21 were generally not allowed in the dispensing area. If the business wanted to allow people under 21 in the building, they had to create a "partition" or barrier to separate the dispensing area from the dining area. The requirement of a "barrier" or "partition" was not defined in the statutes, and resulted in vague, ambiguous and sometimes confusing interpretations. The new law now provides that liquor licenses are issued to the "licensed building" and not to a "dispensing area" within a building. The only exception to this under state law is for restaurant liquor licenses, which still must define a "dispensing area".

Each of the ordinances are summarized below:

2017-16: This ordinance addresses liquor sales by fraternal clubs, such as the Elks, VFW, and other similar organizations. This ordinance changes two aspects of alcohol sales by clubs: 1) the age restrictions do not apply to businesses with a club license; and 2) the Governing Body may allow a club to serve alcoholic or malt beverages outside its building, but on its premises, for a limited period of time, subject to terms and conditions adopted by the Governing Body.

AGENDA ITEM NO. _____

2017-17: This ordinance generally addresses the hours of operation. The proposed ordinance will eliminate the phrase “dispensing room” from this section, and also clarifies the language allowing the Governing Body to designate a limited number of days during which licensees may sell alcoholic beverage for expanded hours (up to 24 hours).

2017-18: This ordinance generally regulates and restrictions where alcohol can be sold. Specifically, the existing ordinance, consistent with the former statutes, limited sales to a “dispensing room”. The proposed ordinance will eliminate the phrase “dispensing room” and replace it with “licensed building”. This ordinance eliminates outdated provisions that limited what could be sold in the dispensing rooms. It also eliminates the ability to have more than one dispensing room.

2017-19: This ordinance clarifies the age restrictions. Generally, individuals under 21 will NOT be allowed in a business where the primary source of revenue is from the sale of alcoholic beverages. There are several exceptions to this general rule. The primary exception is for any business which has a commercial kitchen which require a Type I hood over the appliance as required by the Mechanical Code. Restaurants are generally required by the Mechanical Code to have fryers and commercial stoves. Accordingly, any business which operates a commercial restaurant style kitchen may allow individuals under 21. Individuals under 21 may NOT sit at the bar. Individuals under 21 years old are not allowed in areas for off- premise consumption (package liquor). Individuals under 21 ARE allowed in bowling alleys, theaters, event centers, arenas, auditoriums and rodeo grounds. The ordinance also clarifies and updates the regulations prohibiting the possession and consumption of alcohol by individuals under 21 years old.

2017-20: This ordinance repeals the keg registration requirements. These requirements are addressed in state law, and the tags and registration forms are provided by the state of Wyoming. Since these regulations are not implemented or enforced at the local level, the current ordinance serves no beneficial purpose.

FISCAL IMPACT

These ordinances should have no fiscal impact on the City.

ALTERNATIVES

The Governing Body may approve, modify or deny these ordinances.

ATTACHMENTS

None.

AGENDA & SUMMARY REPORT TO:

AGENDA ITEM NO. _____

ORDINANCE NO. 2017-16

**AN ORDINANCE ADDING TITLE 3, CHAPTER 2, SECTION 3,
TO THE CITY OF CODY CODE: SALES BY FRATERNAL
CLUBS**

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

Title 3, Chapter 2, Section 3, of the City of Cody Code, shall be amended to provide as follows:

3-2-3: Sales by Fraternal Clubs

No "club", as defined by section 3-2-1 of this chapter, holding a limited retail liquor license, shall sell alcoholic or malt beverages for consumption anywhere except the building or space in the or the premises leased or owned by such club for the use of its members and guest, and it shall be the duty and obligation of said club to so check and regulate the sale to members and guests that any and all alcoholic or malt beverages sold by it shall be consumed in such building, space or premises. The age restrictions in section 3-2-6 shall not apply to club licenses. The Governing Body may, upon application by the club, allow the club to serve alcoholic or malt beverages outside its building, but on its premises for a period of time not to exceed 24 (twenty-four) hours, and subject to such terms, conditions and limitations as the Governing Body may establish.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: _____, 2017
PASSED ON SECOND READING: _____, 2017
PASSED ON THIRD READING: _____, 2017

ATTEST:

Matt Hall, Mayor

Cynthia D. Baker
Administrative Services Director

ORDINANCE NO. 2017-17

**AN ORDINANCE ADDING TITLE 3, CHAPTER 2, SECTION 4,
TO THE CITY OF CODY CODE: HOURS OF SALE**

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

Title 3, Chapter 2, Section 4, of the City of Cody Code, shall be amended to provide as follows:

3-2-4: HOURS OF SALE

- A. All licensees may open at six-o'clock (6:00) A.M. and shall close and cease the sale of both alcoholic and malt beverages promptly at the hour of two o'clock (2:00) A.M. the following day. In addition, licensees shall clear the licensed building of all persons other than employees by two thirty o'clock (2:30) A.M.

- B. The hours of operation designated in subsection A of this section may be modified on no more than four (4) days each calendar year by a resolution or agreement by the governing body designating those dates during city fairs, rodeos, pageants, jubilees, special holidays or similar public gatherings when all licensees may operate their dispensing rooms for a period of up to twenty four (24) hours beginning at six o'clock (6:00) A.M. on any day, including Sunday. The governing body may place any limitations, restrictions and conditions on such modified hours as the governing body, in its discretion, deems in the interests of public safety. In addition, the governing body may delegate to the Chief of Police, or his or her designee, the authority to revoke such modified hours, and close any establishment operating during such modified hours, if the Chief of Police or his or her designee determines such closure is necessary for public safety.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: _____, 2017
PASSED ON SECOND READING: _____, 2017
PASSED ON THIRD READING: _____, 2017

ATTEST:

Matt Hall, Mayor

Cynthia D. Baker
Administrative Services Director

ORDINANCE NO. 2017-18

**AN ORDINANCE ADDING TITLE 3, CHAPTER 2, SECTION 5,
TO THE CITY OF CODY CODE: LOCATION, REGULATION
AND RESTRICTSIONS AS TO PLACES OF SALE**

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

Title 3, Chapter 2, Section 5, of the City of Cody Code, shall be amended to provide as follows:

3-2-5: LOCATION, REGULATION AND RESTRICTIONS AS TO PLACES OF SALE:

- A. The principal place in which alcoholic liquor and malt beverages are sold under a license shall be located in the licensed building upon the premises for which the license is issued. Alcoholic beverages secured in the licensed building by a server may be served only in the building and in an immediately adjacent fenced or enclosed area as approved by the city. This adjacent area shall not be in another building and shall be located on the licensed premises. The city shall, as often as necessary, inspect the licensed building and adjacent areas where alcoholic beverages are served to ensure that the licensee is in compliance with sanitation and fire hazard requirements and other applicable laws.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: _____, 2017

PASSED ON SECOND READING: _____, 2017

PASSED ON THIRD READING: _____, 2017

ATTEST:

Matt Hall, Mayor

Cynthia D. Baker
Administrative Services Director

ORDINANCE NO. 2017-~~19~~

AN ORDINANCE AMENDING TITLE 3, CHAPTER 2, SECTION 6, TO THE CITY OF CODY CODE: SALES, ETC., TO OR ENTRY UPON PREMISES BY MINORS AND ATTEMPTS BY MINORS TO ENTER OR PURCHASE:

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

Title 3, Chapter 2, Section 6, of the City of Cody Code, shall be amended to provide as follows:

3-2-6: SALES, ETC., TO OR ENTRY UPON PREMISES BY MINORS AND ATTEMPTS BY MINOR TO ENTER OR PURCHASE:

A. Except as provided in this section, no licensee or agent, employee or server thereof shall knowingly permit any person under the age of twenty one (21) year to enter or remain in the licensed building where alcoholic or malt beverages are dispensed in an establishment where the primary source of revenue is from the sale of alcoholic or malt beverages, except in the following situations:

1. The establishment has a commercial kitchen which, due to the nature of the cooking, is required to have or does have hand washing sinks with hot and cold water, installed to allow convenient use by employees in food preparation, food dispensing, and which comply with the Wyoming Department of Agriculture rules and regulations for food safety, and in addition, due to the nature of the cooking, is required to have or does have one or more of the following:

a. ~~a~~ Type I hood over the cooking appliances as required by the then-current International Mechanical Code; or

b. A commercial grade dishwashing machine that meets National Sanitation Foundation (NSF) ANSI 3 standards, including a booster heater to maintain 180 degrees F water temperature at the manifold of the dish machine;

~~2.~~ minors shall not be permitted in the licensed building after the kitchen stops serving food;

3. In an establishment which has a retail liquor license, employees at least eighteen years of age are permitted in the licensed building in the course of their employment and may serve alcoholic and malt beverages. Such employees may remain in the dispensing building no later than 11:00 p.m.

~~2.~~4. Bowling alleys, theatres, event centers, arenas, auditoriums, and rodeo grounds, and buildings which are used for overnight lodging, so long as individuals under the age of 21 are not permitted in any area of the building in which is dedicated solely or primarily to the sale of alcoholic beverages, and such area does not otherwise meet any of the exceptions under this section.

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- B. At no time shall any person under the age of 21 be allowed to sit at the bar where alcohol is displayed and dispensed.
- C. Any establishment that sells alcohol for off-premise consumption shall maintain such sales in an enclosed and partitioned room separate from portions of the building in which persons under the age of 21 are allowed. No person under the age of twenty-one (21) shall be allowed in the room dedicated for off-premise consumption, unless accompanied by a parent, spouse or legal guardian who is twenty-one (21) year of age or older.
- D. Every person who sells, furnishes, gives or causes to be sold, furnished or given away any alcoholic or malt beverage to any person under the age of twenty one (21) years who is not his or her own child or legal ward, is guilty of a misdemeanor.
- E. No person under the age of twenty one (21) years shall possess or consume alcoholic or malt beverage; have any measurable blood, breath or urine alcohol concentration in his body, or enter or remain in an establishment that is primarily for off-premise sales of alcoholic liquor or malt beverages unless accompanied by a parent, spouse or legal guardian who is twenty-one (21) years of age or older. This subsection does not apply to possession of alcoholic or malt beverages by a person under the age of twenty one (21) years:
 - 1. When making a delivery of alcoholic or malt beverages pursuant to his or her employment;
 - 2. Who is in the physical presence of his parent or legal guardian;
 - 3. Who is a licensee under this title; or
 - 4. When serving alcoholic or malt beverages pursuant to his or her employment in a restaurant which holds a license to serve alcoholic or malt beverages, if the person is at least eighteen (18) years of age.
- F. Any person under the age of twenty one (21) years who attempts in any manner to purchase or obtain alcoholic or malt beverages is guilty of a misdemeanor.
- G. Any person who violates any part this section, or aids, abets or incites any violation hereof, is guilty of a misdemeanor.
- H. A motor vehicle driver's license, a registration certificate issued under the federal military selective service act, an identification card issued to a member of the armed forces, an internationally accepted passport document with a discernible date of birth and photograph, or an identification card issued by the department of transportation is prima facie evidence of the age and identify of a person. Proof that a licensee or his employee or agent demanded, was shown, and acted in reasonable reliance upon the information contained in any one of the above documents as identification is a defense to any criminal prosecution or action for the suspension or revocation of a license.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: _____, 2017

PASSED ON SECOND READING: _____, 2017

PASSED ON THIRD READING: _____, 2017

ATTEST:

Matt Hall, Mayor

Cynthia D. Baker
Administrative Services Director

ORDINANCE NO. 2017-20

**AN ORDINANCE ADDING TITLE 3, CHAPTER 2, SECTION 7,
TO THE CITY OF CODY CODE: KEG REGISTRATION**

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

Title 3, Chapter 2, Section 7, of the City of Cody Code, entitled "Keg Registration" shall be repealed.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING: _____, 2017

PASSED ON SECOND READING: _____, 2017

PASSED ON THIRD READING: _____, 2017

ATTEST:

Matt Hall, Mayor

Cynthia D. Baker
Administrative Services Director