

City of Cody City Council
AGENDA

Tuesday, September 5, 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 15, 2017 and Special Meeting Minutes from August 23, 2017.
 - b. Authorize the Mayor to enter into a Memorandum of Agreement and sign said document with Condrey & Associates for a classification study, not to exceed \$32,500.
 - c. Award Bid 2017-10 to Altitude Recycling Equipment, LLC for a Maren ProPak60 Full Eject Horizontal Baler in the amount of \$105,700, less trade in amount of \$13,000, for a net total amount of \$92,700.
 - d. Authorize Barry Cook, City Administrator, to sign the retainage release document for the Sunset Blvd water line project to J & J Construction, with a release date of on or after September 11, 2017.
 - e. Authorize the Mayor to sign the grant agreements and associated certifications between the City of Cody and the State Loan and Investment Board (SLIB) for the City shop roof project and the Panorama Subdivision overlay project.
 - f. Approve a request for in-kind sponsorship of the Cody Auditorium, City Park, Mini Golf and Band shell for the Wyoming Recreation and Parks Association (WRPA) conference to be held in Cody October 2nd – 4th.
 - g. Approve a request from Leonard Moore, Pat O'Hara Brewing Company, to close 15th Streer from Sheridan Ave. to the Alley on Saturday, September 16, 2017 from 3PM to 10 PM for their 4th Annual Anniversary Celebration and approve an open container permit for the event with staff recommendations.
 - h. Authorize the Mayor to sign an agreement between the City of Cody and the Bureau of Land Management for the Right-of-Way Grant contingent upon review by the City Attorney.
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 Vouchers and Payroll in the amount of \$814,718.16.

5. Tabled Items

6. Matters from Staff Members

7. Matters from Council Members

8. Adjournment

**Upcoming Meetings:
September 19, 2017 – Regular Council Meeting 7:00 p.m.**

**City of Cody
Council Proceedings
Tuesday, August 15, 2017**

A pre-meeting was held at 6:45 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 15, 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 consent calendar as amended by adding September 1st to item “f” and removing item “g”. Approval includes Minutes –Regular Minutes from August 1, 2017; approve Vouchers and Payroll in the amount of \$1,943,961.8; 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; approve the updated Recreation Center’s “Rules of the Game” pamphlet; 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; approve 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 August 26th, September 1st, 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; authorize the current gunfire sound levels generated by the Gunwerks shooting facility; 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 and authorize an extension to file the final plat of Trailhead III, Phase 7. Vote was unanimous.

Council Member Greer made a motion seconded by Council Member Nielson to approve the preliminary and final plats of the McCue Subdivision, removing item 2B1 as noted from staff. Vote was unanimous.

Council Member Ballinger made a motion seconded by Council Member Anderson to approve the uncollectible account write offs in the amount of \$78,511.95. Vote was unanimous.

RESOLUTION 2017-08

A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2017-2018. Council Member Fritz made a motion seconded by Council Member Ballinger to approve Resolution 2017-08. Vote was unanimous.

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. Council Member Fritz made a motion seconded by Council Member Anderson to approve Ordinance 2017-16 on Third and Final Reading. Vote was unanimous.

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. Council Member Greer made a motion seconded by Council Member Ballinger to approve Ordinance 2017-17 on Third and Final Reading. Vote was unanimous.

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. Council Member Anderson made a motion seconded by Council Member Fritz to approve Ordinance 2017-18 on Third and Final Reading. Vote was unanimous.

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. Council Member Greer made a
motion seconded by Council Member Anderson to approve the amendments to
Ordinance 2017-19. Vote was unanimous. Council Member Greer made a motion
seconded by Council Member Anderson to approve Ordinance 2017-19 on Third and
Final Reading as amended. Vote was unanimous.

ORDINANCE 2017-20 THIRD AND FINAL READING
AN ORDINANCE REPEALING TITLE 3, CHAPTER 2, SECTION 7, TO THE CITY OF
CODY CODE: KEG REGISTRATION. Council Member Wolz made a motion seconded
by Council Member Nielson to approve Ordinance 2017-20 on Third and Final
Reading. Vote was unanimous.

There being no further business, the Mayor adjourned the meeting at 7:46 p.m.

Matt Hall
Mayor

Cindy Baker
Administrative Services Officer/Clerk

City of Cody
Council Proceedings
Wednesday, August 23, 2017

A special meeting of the Cody City Council was held in Council Chambers of Cody City Hall on Wednesday, August 23, 2017 at 10:00 a.m.

Present: Mayor Matt Hall, Council Members, Karen Ballinger, Donny Anderson and Stan Wolz, City Administrator, Barry Cook, and Administrative Services Officer, Cindy Baker.

Absent: Council Members Jerry Fritz, Landon Greer and Glenn Nielson

Mayor Hall called the meeting to order at 10:00 a.m.

Council Member Wolz made a motion seconded by Council Member Anderson to approve the request for a temporary dispensing permit for the Cody Elks Lodge BPO 1611 for their event on Saturday, August 26, 2017. Vote was unanimous.

There being no further discussion, Mayor Hall adjourned the meeting at 10:05 a.m.

Cindy Baker
Administrative Services Officer

Matt Hall
Mayor



August 31, 2017

Mr. Barry Cook
City Administrator
City of Cody
1338 Rumsey Avenue
Cody, Wyoming 82414

Dear Mr. Cook:

I have enclosed a proposal to conduct a classification and compensation study for the City of Cody. If selected, we plan to begin work on the project October 1, 2017, with a preliminary report submitted for review in December 2017 and a final report submitted on or before January 31, 2018. The enclosed proposal outlines a thorough study for the City.

I believe you will agree that confidence is built in a new classification and compensation system by involving management and employees in the process. If selected for this project, we would interview approximately 85% of Cody's full-time employees covered under this letter of agreement. We believe this high percentage of persons individually interviewed for the study will greatly increase its validity. As you will note from the enclosed proposal, in the employee interview process we utilize a variety of skilled consultants with specific subject matter knowledge of local government administration, public safety, public utilities, public finance, public works and information technology. This process leads to a valid and expertly prepared compensation plan that is accepted by the City's employees.

Condrey and Associates has been serving clients nationwide for more than 18 years. I strongly encourage you to check the references we have listed in our proposal packet. I believe you will find that we work very hard to deliver a thoroughly documented and competitive personnel system that meets the needs of management and employees alike.

This offer of services is valid until September 30, 2017. We will be happy to revise the enclosed memorandum of agreement to meet appropriate legal requirements as deemed necessary by the City of Cody or to enter into an appropriate contract initiated by the City.

We are looking forward to providing high quality human resource management consulting services to the City of Cody. I believe you will find our firm to be highly competent and responsive to the needs of your jurisdiction. Please contact me at (706) 380-7107 if I may provide further information.

Sincerely,

Steve Condrey, Ph.D.
President

**PROPOSAL FOR A CLASSIFICATION
AND COMPENSATION STUDY
FOR THE CITY OF
CODY, WYOMING**

August 31, 2017

**Condrey and Associates, Inc.
PO Box 7907
Athens, Georgia 30604-7907
(706) 380-7107 (phone)
(586) 816-4067 (fax)
steve@condrey-consulting.com
www.condrey-consulting.com**

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PROFILE OF PROPOSER

Condrey and Associates, Inc. is a human resource management consulting firm providing personnel-related technical assistance to local and state government organizations. All work performed for the City of Cody project will be conducted on site and at the firm's offices in Athens, Georgia.

The two principals associated with the project, Dr. Steve Condrey and Ms. Jan Hansford, have collaborated on over 500 similar projects for state and local governments. Consultants for this project will be chosen from among consultants with specific subject matter knowledge in local government, public safety, public utilities, public health, and public works administration: Dr. Rex Facer, Associate Professor in the Romney Institute of Public Management at Brigham Young University and a skilled human resources consultant, Mr. Mark Knowles, an independent consultant experienced in financial administration and information technology, Gene Mays, former Chief Deputy of the Athens-Clarke County, Georgia, Sheriff's Department and a skilled law enforcement consultant, Mr. James Hansford, a skilled classification consultant and former Executive Director of the Georgia Firefighter Standards and Training Commission, Mr. Mike Mahathirath, a skilled consultant specializing in IT, Finance and Staffing Analyses, Dr. Mark Foster, an industrial psychologist with extensive experience in law enforcement administration, Dr. James M. Austin, Jr., an industrial psychologist and President of Austin Consulting, Inc., Mr. Brian Burke, a certified Real Estate Appraiser and Firefighter, and Dr. Greg Reece, a skilled technical writer and consultant.

REPRESENTATIVE CLIENT CONTACTS

Listed below are three representative references. Additional professional references are available upon request.

Ms. Heather Doke, PHR
Human Resources Director
City of Sheridan
55 Grinnell Plaza
Sheridan, WY 82801
(307) 675-4220
hdoke@sheridanwy.net

We completed a comprehensive classification and compensation study for the City of Sheridan in 2005 (200 employees). We completed an update of their system in 2013.

Ms. Jaclyn Mandrake
Human Resources Director
Town of Scarborough
259 US Route One
Scarborough, ME 04070-0360
(207) 730-4026
jmandrake@ci.scarborough.me.us

We recently completed a comprehensive classification and compensation study for the Town of Scarborough (approximately 100 employees).

Ms. Jodi Friedel
Human Resources Director
City of Spearfish
625 North 5th Street
Spearfish, South Dakota 577831
(605) 642-1354
Jodi.friedel@cityofspearfish.com

We completed a comprehensive classification and compensation study for the City of Spearfish in 2005. We have worked with them since 2005 to keep their system current and completed the most recent update in 2015 for them. Spearfish employs approximately 125 employees.

Ms. Stephanie Ellwein
City Administrator
City of Mitchell
612 North Main Street
Mitchell, SD 57301
(605) 995-8143
sellwein@cityofmitchell.org

We recently completed a comprehensive classification and compensation study for the City of Mitchell (approximately 190 employees).

Ms. Jennifer Eimers
Finance Officer
City of Madison
116 W. Center Street
Madison, South Dakota 57042
(605) 256-7500
jennifer.eimers@cityofmadisonsd.com

We recently completed a comprehensive classification and compensation study for the City of Madison (approximately 75 employees).

SELECTED CLIENTS

Alabama

Alabama Department of Postsecondary Education
Anniston Water Works and Sewer Board
City of Anniston
City of Auburn
Curry Water Authority
Etowah County
Town of Falkville
City of Gadsden
City of Jasper
Jasper Water Works and Sewer Board
Lee County
City of Madison
City of Mobile
Mobile County
Mobile County Personnel Board
Mobile Area Water and Sewer Board
Mobile Housing Authority
North Central Alabama Regional Council of Governments (NARCOG)
City of Opelika
City of Rainbow City
Selma Waterworks and Sewer Board
Walker County

Alaska

Matanuska-Susitna Borough

Arkansas

City of Jonesboro
City of North Little Rock

Connecticut

Town of Waterford

Florida

City of Miami Beach
St. Johns County
St. Johns County Property Appraiser
St. Johns County Clerk of Courts

Georgia

Brunswick-Glynn County Joint Water and Sewer Commission
City of Canton
City of Cartersville
Columbus Consolidated Government

Georgia, Continued

Cook County
Coweta County Water and Sewerage Authority
City of Forest Park
City of Hinesville
City of Holly Springs
City of Suwanee
Lowndes County
Paulding County
City of Peachtree City
Pickens County
Tift County
Troup County
City of Tybee Island
United Methodist Church, North Georgia Conference
City of Valdosta

Kentucky

Bowling Green Municipal Utilities
DESA International, Inc., Bowling Green
City of Morganfield

Illinois

Village of Forsyth
City of Moline

Iowa

Dallas County
Muscatine Power and Water
City of Pella

Maine

City of Scarborough

Maryland

City of Takoma Park

Missouri

City of Cape Girardeau
City of Gladstone
City of Jefferson City
City of Lake Saint Louis
City of O'Fallon
City of Sedalia

Nevada

City of Boulder City

New Hampshire

Local Government Center

City of Concord

Town of Hanover

Manchester Employees' Contributory Retirement System

New Mexico

Bloomfield School District

Santa Fe Community College

San Juan College

New York

Madison County Government

Onondaga County Government

Orange County Government

North Carolina

Braswell Memorial Library, Rocky Mount

Cape Fear Public Utility Authority

Town of Chapel Hill

City of Hickory

City of Laurinburg

City of Lincolnton

Lincoln County Government

North Carolina League of Municipalities

Orange County Government

City of Rocky Mount

Rutherford County Government

City of Wilson

North Dakota

City of Bismarck

City of Mandan

Mandan Parks District

Oklahoma

City of Broken Arrow

Northeastern State University

South Carolina

City of Goose Creek

Jasper County Government

South Dakota

City of Aberdeen
City of Pierre
Minnehaha County
Pennington County
City of Madison
City of Mitchell
City of Rapid City
City of Spearfish

Tennessee

City of Hendersonville

Texas

City of Big Spring
City of Beaumont
City of Forney
City of Galveston
City of Rockport
City of Seabrook
Galveston County Government
Galveston County Health District
Harris County Housing Authority
Oller Engineering, Inc., Lubbock
Texas Municipal League Intergovernmental Risk Pool
Webb County Government

Vermont

Town of Hartford
Town of Norwich

Virginia

The Children's Center
City of Franklin
Franklin Development and Housing Authority
Powhatan County
Town of Rocky Mount
Town of Vinton

Wyoming

City of Casper
City of Green River
City of Laramie
City of Rock Springs
City of Sheridan
Sheridan County Government
Sheridan Recreation District

SUMMARY OF PROPOSER'S QUALIFICATIONS

Stephen E. Condrey, Ph.D. Steve Condrey, President of Condrey and Associates, has over thirty years of professional experience in human resource management and has consulted nationally and internationally with over 800 organizations concerning personnel-related issues. He is the immediate past Editor-in-Chief of the *Review of Public Personnel Administration* and is the co-editor of *Public Administration in Post-Communist Countries* (CRC Press, 2013), editor of the *Handbook of Human Resource Management in Government*, Jossey-Bass, (1998, 2005 and 2010), and *Radical Reform of the Civil Service*, Lexington Press, 2001. He is the 1998 recipient of the University of Georgia's Walter Barnard Hill Award for Distinguished Achievement in Public Service and Outreach and was named Hill Fellow by the University of Georgia in 2004 (the University of Georgia's highest public service faculty honor). He holds the IPMA-CP designation from the International Public Management Association for Human Resources. Steve retired from the Carl Vinson Institute of Government, University of Georgia in 2010. He was appointed by President Obama as Chairman of the Federal Salary Council in 2010. Dr. Condrey was elected as a Fellow to the National Academy of Public Administration in 2012 and was President of the American Society for Public Administration for 2013-2014.

Ms. Jan Hansford. Jan Hansford, Vice President of Condrey and Associates, is a Principal Human Resource Management Consultant with the Vinson Institute and recently retired as Human Resources Director of Athens-Clarke County, Georgia, a consolidated government of over 1600 employees. With over 30 years of related experience, both as a practitioner and as a consultant, Jan specializes in administrative classification issues, *Fair Labor Standards Act* compliance, and payroll restructuring and administration. She is also well-versed in communicating complex classification and compensation issues in a clear and understandable fashion and will assist in communicating study results to department heads, elected officials, and employees. Ms. Hansford has assisted in managing over 400 personnel-related projects. Jan holds the IPMA-CP designation from the International Public Management Association for Human Resources.

Mr. Mark Knowles. Mark Knowles, Principal Consultant with Condrey and Associates, is the founder of GovernmentBids.com – a leading online procurement monitoring system. Mark has prior experience with the Georgia Municipal Association, where he provided technical assistance to local governments. Mark has assisted with organizational management issues related to technology in several communities including the cities of Rapid City, South Dakota, and Auburn, Alabama. Mark has experience in performance benchmarking and assisted in the design and implementation of systems in communities such as Lowndes County and Dawson County, Georgia. Mark has over twenty years of classification and compensation experience and has assisted managing projects in over 200 jurisdictions across the United States.

Mr. Mike Mahathirath. Mike Mahathirath, Senior Consultant with Condrey and Associates, is co-founder of GovDirections – the leading online procurement monitoring service. Mike has prior experience with the Georgia Municipal Association and the Georgia Department of Community Affairs. Mike managed one of the largest lease-purchase pools in the United States and implementation of a statewide uniform chart of accounts for Georgia Local Governments.

Mike has over twelve years of experience working with local governments throughout the United States.

Mr. Gene Mays. Gene Mays, Senior Consultant with Condrey and Associates, has over twenty-five years of law enforcement experience as a Patrol Officer, Corporal, Juvenile Officer, Detective, Sergeant, Internal Affairs Officer, and Captain with the Athens-Clarke County Police Department. He recently retired as Chief Deputy of the Clarke County, Georgia Sheriff Department. In addition to directly-related law enforcement experience, Gene is a skilled law enforcement consultant, having consulted with numerous jurisdictions concerning personnel-related issues (classification and compensation, job analysis, and assessment centers). Gene coordinated the law enforcement interviews with the City of Anniston, Alabama, Orange County, North Carolina, Jefferson City, Missouri, North Little Rock and Jonesboro, Arkansas, Galveston County, Texas, Wilson, North Carolina, Auburn, Alabama, Cape Girardeau, Missouri, Sheridan, Wyoming, Gladstone, Missouri and Jasper, Alabama projects.

Mr. James E. Hansford. Jim Hansford, Principal Consultant with Condrey and Associates, has over thirty-five years of experience as a Firefighter, Lieutenant, Captain, Chief of Training and Fire Chief of a consolidated government fire department. He recently retired as the Executive Director of the State of Georgia Firefighter Standards and Training Council, where he administered the certification program for all fire departments in the State of Georgia. Jimmy is a member of the International Association of Fire Chiefs, Georgia Association of Fire Chiefs, and the Georgia Firefighters Association. Mr. Hansford is a skilled consultant, having assisted with over 100 personnel-related projects in various jurisdictions.

Dr. Rex Facer. Rex L. Facer II, Senior Consultant with Condrey and Associates, is an Associate Professor in the Romney Institute of Public Management in the Marriott School at Brigham Young University where he teaches in the Master of Public Administration program. President Obama appointed Facer to the Federal Salary Council in 2010. Facer previously served on NASPAA's Commission on Peer Review and Accreditation, including a term as chair. The commission is the accrediting body for master's degree programs in public administration. Professor Facer regularly lectures and consults nationally and internationally on human resource management and local public finance issues. His published research has appeared in leading peer-reviewed journals. His current research focuses on public sector compensation practices, alternative work schedules, and local government finance. Rex coordinates all performance appraisal design and training as well as all salary equity analyses for Condrey and Associates, Inc.

Dr. Mark Foster. Mark Foster, Senior Consultant with Condrey and Associates, is an industrial psychologist with over 20 years of experience in law enforcement personnel selection and promotion administration. Mark has coordinated the promotional process for the Georgia State Patrol for the past twelve years, and the Georgia Bureau of Investigation for the past eight years. Additionally, he has consulted nationally with numerous other law enforcement agencies and with Fortune 500 corporations such as Georgia Pacific and Federal Express.

Mr. Brian Burke. Brian Burke, Senior Consultant with Condrey and Associates, is a certified Real Estate Appraiser and Fire Officer. Brian has consulted with over 25 organizations, and currently works for a local government.

Ms. Linda Seagraves. Linda Seagraves, Principal Consultant with Condrey and Associates, is a Personnel Specialist with the Vinson Institute of Government. Ms. Seagraves specializes in payroll restructuring and is skilled in calculating project implementation costs so that accurate budget projections are provided to the client. Ms. Seagraves has consulted with over 500 organizations.

Dr. Greg Reece. Greg Reece, Principal Consultant with Condrey and Associates, is a skilled technical writer, author and consultant. He holds graduate degrees from Vanderbilt University (M.Div.) and Claremont Graduate University (Ph.D). He teaches courses in Ethics at the University of Alabama, Birmingham.

FLORIDA SURVEY RESEARCH CENTER PROFILE

Michael J. Scicchitano, Ph.D. Michael J. Scicchitano is an associate professor of political science and the director of the Florida Survey Research Center (FSRC) at the University of Florida. As Director of the FSRC he has implemented hundreds of survey research and program evaluation projects in the past ten years including projects related to housing and real estate. He has extensive knowledge of the implementation of telephone, mail, and in-person surveys. He brings expertise in survey design, sampling, and data analysis to this project. Dr. Scicchitano earned a BA in political science and masters in public administration from Pennsylvania State University. He received his Ph.D. in political science from the University of Georgia in 1984. Since 1984 he has been on the faculty at West Virginia University, the University of Connecticut and the University of Florida. In addition to his work with the FSRC, he is director of the masters program in public administration. He is also editor of State and Local Government Review, which is the official journal for American Society for Public Administration's section on intergovernmental management. His research on issues related to public policy and public affairs has been published in Journal of Politics, Publius, Legislative Studies Quarterly, Policy Studies Journal, Administration and Society and many others. He has taught courses on public budgeting, computer applications, and public policy and administration to graduate and undergraduate students at the University of Florida.

Tracy L. Johns, Ph.D. Tracy Johns is an Adjunct Instructor for the Departments of Sociology and Political Science and the Research Director at the Florida Survey Research Center (FSRC) at the University of Florida. As Research Director of the FSRC, she has designed and overseen the implementation of hundreds of surveys. Dr. Johns is responsible for the creation and design of survey instruments, population sampling, managing survey implementation, supervising data analysis, and writing summary reports of research conducted by the FSRC. She has an extensive background in conducting mail, telephone, and in-person surveys as well as secondary data analysis and program evaluations. Dr. Johns earned a B.A. and M.A. in sociology from the University of Florida, and completed her Ph.D. in sociology at the University of Florida in 2001.

Dr. Johns has published, in journals such as *Journal of Research in Crime and Delinquency* and *Security Journal*, and presented papers on a variety of topics, including: crime and deviance on college campuses, disaggregated homicide results, racism in America, and survey methodology. Dr. Johns' research focuses on issues related to alcohol use and abuse, date rape, and white collar crime. She has initiated and overseen several large-scale studies on alcohol and drug use and she is currently studying shoplifting behaviors. Dr. Johns teaches courses in deviant behavior and general sociology at the University of Florida.

SUMMARY OF CONSULTANT RESPONSIBILITIES AND ASSIGNMENTS

Jan Hansford will serve as project director and will coordinate all direct contacts with the client in conjunction with **Mark Knowles**. Jan will also coordinate the classification interview schedule, personally interview top administrative personnel, be responsible for constructing the overall classification plan, direct the salary survey, calculate project implementation costs, review the proposed classification plan with appropriate City officials, conduct employee classification appeals (if any), and be available on an as-needed basis for follow-up technical assistance and training during the first year of project implementation.

Mark Knowles will serve as assistant project director and will assist Jan Hansford in the above outlined duties. Mark will also conduct the classification interviews in conjunction with Jan Hansford.

Dr. Greg Reece is the writer for the project. **Linda Seagraves** will coordinate salary data collection activities conducted by the University of Florida as part of this project and will calculate the costs of various project implementation plans.

City of Cody staff support required for the project will be minimal. We request that one person be appointed to serve as our principal contact for the purpose of communicating project plans and schedules, gathering current payroll information, and disseminating and collecting position questionnaires and draft job descriptions.

PROJECT UNDERSTANDING, PROPOSED APPROACH, AND METHODOLOGY

- * For a full description of project activities please see the enclosed draft contract. Individual employees will be apprised of project activities through a series of project orientation sessions as well as personally during the time that they are interviewed for classification purposes.
- * We anticipate collecting salary data from published sources such as the U.S. Bureau of Labor Statistics, *Compensation 2017*, published by the International City/County Management Association, as well as other relevant and appropriate published sources.
- * Condrey and Associates will conduct a salary survey specifically for this project. Approximately 25 organizations will be invited to participate in the survey. The salary data will be collected using a university-based online system. This system makes it easy for the target organizations to quickly and accurately input their salary and, if needed, benefit information. Each organization will be sent an email that explains the online salary system as well as access information. The team implementing the online salary survey is available to answer questions and provide support as needed. A sample of the web-based salary data collection system can be viewed at : <http://www.flssurveyresearch.org/demo/> using the access code: FFJQZL
- * We will provide the City of Cody with three implementation plans showing the relative impact of differing funding levels on the compensation plan. This will provide the City with a degree of flexibility in implementing the project. Back-up data will provide individual employee salary calculations for placement in the new plan. Additionally, Condrey and Associates will discern the need for and, if necessary, detail the cost of any equity adjustment to ease employee pay compression.
- * Three months following project implementation, Condrey and Associates will conduct an employee appeals process. The appeals process will provide employees an opportunity to provide written justification for appealing their classification. Condrey and Associates will reply to all appeals in writing and will conduct telephone or onsite reviews to ascertain the nature of the appeals. We normally have few (if any) classification appeals.
- * Condrey and Associates utilizes a modified version of the Factor Evaluation System (FES). FES is the most widely utilized point-factor evaluation system and is the basis for most all other point-factor job evaluation systems. We have utilized FES in over 500 organizations of differing functions and degrees of administrative sophistication. We find that FES, when applied skillfully and properly, produces an internally equitable classification plan that is highly acceptable to management as well as the organization's employees. Training in FES application will be provided to the City of Cody human resources staff. Also, we provide a full year of follow-up technical assistance to include additional training to insure that the system is properly maintained. Please note that all FES data calculations are available in electronic format. Also, since FES is in the public domain, there are no copyright or royalty fees associated with its use.
- * We will conduct extensive interviews or desk audits with full-time position incumbents (approximately 85%). This will help assure an accurate and internally equitable classification plan that is accepted by management as well as the City's employees.

* Condrey and Associates utilizes a system of career ladders as an overlay to the classification system developed through our job evaluation system. These career ladders provide avenues for managerial flexibility as well as individual employee incentive and achievement. We believe this methodology is superior to traditional broad-banding and avoids that system's potential flaws, including those related to equal pay.

* Condrey and Associates is very familiar with the *Americans with Disabilities Act (ADA)*. In addition to providing advice to clients in the practical application of ADA, one of the firm's principals conducted the most extensive survey to date of ADA implementation in America's cities. Approximately 300 cities responded to the survey. The results appear in the *American Review of Public Administration*.

* All written products produced for the City of Cody project will become the property of the City. This includes the job evaluation system, position questionnaires, salary survey data, and all training materials. These products will also be provided to the client in disk form. Our current software includes Word, Excel, and the Statistical Package for the Social Sciences (SPSS+). There is no additional charge for this service.

SUMMARY OF THE PROPOSED FEE STRUCTURE

Condrey and Associates will provide the services outlined in the enclosed draft contract for the **fixed cost** of \$32,500. This fee includes one year of follow-up technical assistance at no additional charge to the jurisdiction.

MEMORANDUM OF AGREEMENT

This agreement is made and entered into this ____ day of _____ 2017, by and between the City of Cody, party of the first part, hereinafter called the COOPERATOR and Condrey and Associates, Inc., party of the second part, hereinafter called the CONSULTANT. All obligations under this agreement will be performed by Condrey and Associates, Inc.

WITNESSETH, inasmuch as the COOPERATOR is desirous of setting up a cooperative service with Condrey and Associates and inasmuch as the CONSULTANT is willing to undertake and conduct such a cooperative service, the purpose of this agreement is to establish the terms and conditions under which such a cooperative service will be accomplished pursuant to the conditions herein set forth.

The CONSULTANT is an independent contractor. Furthermore, the parties hereto agree that any information gathered from the COOPERATOR or its employees, and the documents prepared therefrom, shall be the property of the COOPERATOR. They shall remain confidential and shall not be used by CONSULTANT other than in its duties and responsibilities hereunder.

NOW, THEREFORE, in consideration of the following mutual promises, covenants, and conditions, it is agreed as follows:

Section I

Condrey and Associates will:

a. Carry on the cooperative service onsite and in the offices of Condrey and Associates substantially as set forth in the attached outline marked "Appendix A" and made a part of this agreement.

b. Preserve all of its records bearing upon the amounts payable under this agreement, and further agrees that any specifically authorized representative of the COOPERATOR shall, until the expiration of one year after final payment under this agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of Condrey and Associates involving transactions related to this agreement.

Section II

COOPERATOR will pay Condrey and Associates a fixed fee of \$32,500 upon receipt of invoices. This amount will be paid in two (2) equal installments, within thirty (30) days of receipt of billing. The invoices should be directed to Mr. Barry Cook, City Administrator, City of Cody, 1338 Rumsey Avenue, Cody, Wyoming 82414; telephone number (307) 527-3462. The billings shall occur on October 15, 2017 and January 1, 2018.

Section III

The term of this agreement shall be from October 1, 2017 through January 31, 2018. However, it may be terminated by either party by written notice of such intent submitted 30 days in advance. In the event of such termination, the COOPERATOR will pay Condrey and Associates a prorated portion of the upcoming installment consistent with the revised termination date. Condrey and Associates will continue to work on the project until the revised termination date and will provide to the COOPERATOR interim findings and summary notes that reflect the status of the project at the time of revised termination.

Section IV

This agreement may be modified at any time by mutual consent of the parties hereto. Any modification hereto shall be in writing and signed by both parties.

Section V

Neither party to this agreement will discriminate against any person, employee or applicant for employment because of race, creed, color, religion, sex, national origin, ancestry, age, veteran status, or disability.

IN WITNESS WHEREOF, this agreement is entered into on the date first above written.

FOR CONDREY AND ASSOCIATES:

FOR THE CITY OF CODY:

Stephen E. Condrey
President

Date: _____

Date: _____

Jan H. Hansford
Vice President

Date: _____

Corporate Seal

APPENDIX A

Contract for Technical Assistance to the City of Cody: Proposal for Reviewing and Updating the City's Compensation and Classification System

The administration of the City of Cody has determined the need for a review and updating of the job classification system and pay plan for selected jobs covered under its personnel system.

Condrey and Associates proposes the following schedule of activities to accomplish four objectives:

1. Review and revise the current personnel classification system and pay plan for all employees covered under this agreement;
2. Produce an updated description of each job and produce a classification system based on job content analysis;
3. Collect salary data and produce a recommended pay plan based on job analysis, job evaluation, and survey data; and
4. Train designated personnel in each step of classification and pay plan development to help insure the implementation and maintenance of the system.

Phase I – Developing a Work Plan and Schedule of Activities

- 1.1 Condrey and Associates, in cooperation with appropriate officials, will generate a work plan of activities and target dates for completion.
- 1.2 During this phase all the documents detailing the current personnel policies and procedures, job classification system and pay plan will be made available to Condrey and Associates for review and analysis.

Phase II – Job Analysis Survey

- 2.1 Condrey and Associates will develop a detailed job survey form to be completed by position incumbents. This data will serve as the basis for generating updated job descriptions, job classifications, and job evaluations (ranking of jobs).
- 2.2 Condrey and Associates will determine the number of interviews and/or job audits that will need to be conducted to insure adequate data for generating a complete and valid description of each job and job classification. It is anticipated that approximately 85% of full-time position incumbents will be interviewed concerning their job duties and responsibilities.

- 2.3 After the job survey, job audits and interview data are analyzed, a properly formatted job description will be completed for each job. The written job description will draw on four sources of information: (1) current job descriptions, (2) information from the job survey, (3) supervisors' review and critique, and (4) interviews and job audits.

Phase III – Job Evaluation

- 3.1 Condrey and Associates will furnish a job evaluation format of established procedures for ranking jobs and measuring differences in job content.
- 3.2 Condrey and Associates and appropriate officials will select a format best suited for measuring different levels of knowledge, skills, and abilities required to perform the jobs to be evaluated.

Phase IV – Developing a Compensation Structure

Condrey and Associates will:

- 4.1 Condrey and Associates will conduct a salary survey of organizations specifically for this project. The survey will include up to 25 organizations and 40 benchmark positions.
- 4.2 Condrey and Associates will collect, review, and format published salary data covering relevant public and private organizations.
- 4.3 Condrey and Associates will analyze and format the survey data for use in establishing competitive pay levels.
- 4.4 After the survey data is compiled, Condrey and Associates will review all data generated to this point with appropriate officials to determine what additional information needs to be considered before moving to the next phase.

Phase V – Developing a Pay Plan

Condrey and Associates will:

- 5.1 Establish recommended pay grades based on the job evaluation results (Phase III) and the wage survey (Phase IV).
- 5.2 Establish pay steps or ranges in each grade and present the complete recommended pay plan to appropriate officials for review. At this point the plan will reflect the data from Phases III and IV as well as cost-of-living data and the jurisdiction's financial condition and compensation policy.

Phase VI – Implementing and Administering the Program

Condrey and Associates will:

- 6.1 Recommend a series of career ladders and lattices as appropriate.
- 6.2 Determine the proper FLSA designation of each position.
- 6.3 Present alternative plans to ameliorate salary compression.
- 6.4 Be available to provide a reasonable level of ongoing technical assistance necessary to maintain the program.
- 6.5 Conduct an employee appeals process three (3) months following plan implementation.

Cost and Duration

The cost to Condrey and Associates to provide the services specified in this proposal will be a **fixed fee** of \$32,500. Considering the scope of the project, we anticipate a four (4) month work plan beginning October 1, 2017, with final reports submitted on or before January 31, 2018. Follow-up technical assistance will be provided through January 31, 2019 at no additional cost to the City (with the exception of travel-related costs). Formal involvement would terminate January 31, 2018.

City of Cody
Schedule of Activities

<u>DATE</u>	<u>ACTIVITY</u>
October 2017	<ul style="list-style-type: none">o Distribute position questionnaireso Conduct project orientation for human resources staff, department heads and employees
November 2017	<ul style="list-style-type: none">o Completed position questionnaires returned to Condrey and Associateso Conduct salary surveyo Conduct employee interviews
December 2017	<ul style="list-style-type: none">o Develop preliminary cost estimateo Present preliminary classification and pay report
January 2018	<ul style="list-style-type: none">o Publish final report
February 2018 January 2019	<ul style="list-style-type: none">o Provide follow-up technical assistance in pay plan implementation.

Project Directors: Dr. Stephen E. Condrey, President
Ms. Jan Hansford, Vice President
Condrey and Associates, Inc.
PO Box 7907
Athens, GA 30604-7907
(706) 380-7107 (Phone)
(586) 816-4067 (FAX)
steve@condrey-consulting.com
jan@condrey-consulting.com
www.condrey-consulting.com

MEETING DATE: 9/5/17

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY: STEVE PAYNE

AGENDA ITEM SUMMARY REPORT

BID NO. 2017-10 (1) New Horizontal Full Eject Baler w/Conveyor

ACTION TO BE TAKEN:

Approve the award of Bid 2017-10 to Altitude Recycling Equipment, LLC for a Maren ProPak60 Full Eject Horizontal Baler in the amount of \$105,700.00, less a trade in amount of \$13,000.00, for a net total amount of \$92,700.00.

SUMMARY OF INFORMATION:

A request was made in FY 2017/2018 for the purchase of a new horizontal baler, to replace to the current Marathon baler, at the Recycling Center.

Bid packets were sent to Altitude Recycling Equipment, LLC, BE Equipment Inc., Excel Manufacturing, Greenleaf Compaction, Harmony Enterprises, Reaction Distributing Inc., Recycling Equipment Inc., and Van Dyke Recycling Solutions.

One bidder submitted one bid. This bid was opened at City Hall on August 25, 2017.

The existing Marathon baler and conveyor were offered for trade.

Altitude Recycling Equipment, LLC, of Aurora, Colorado, submitted one bid for a new Maren ProPak60 Full Eject Horizontal Baler in the amount of \$105,700.00, less a trade in amount of \$13,000.00, for a net total bid of \$92,700.00.

FISCAL IMPACT

Funding, in the amount of \$94,000.00, was budgeted for and approved in the Fiscal Year 2017/2018 budget.

ALTERNATIVES

Approve or deny the award of Bid 2017-10 to Altitude Recycling Equipment, LLC for a Maren ProPak60 Full Eject Horizontal Baler I the amount of \$105,700.00, less a trade in amount of \$13,000.00, for a net total amount of \$92,700.00.

ATTACHMENTS

AGENDA ITEM NO. _____

1. Bid packet 2017-10

AGENDA & SUMMARY REPORT TO:

1. Tyler Francis, Altitude Recycling Equipment, LLC, tyler@altituderecycling.com



TABLE OF CONTENTS
BID NO. 2017-10 (1) New Horizontal Full Eject Baler
w/Conveyor

DOCUMENTS INCLUDED IN PACKET FOR BID NO 2017-10

	<u>Pages</u>
1. ADVERTISEMENT FOR BID (ON THIS PAGE, BELOW) ↓	1
2. INSTRUCTION SHEET	2
3. BID PROPOSAL	3
4. SPECIFICATIONS	4-5

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

Bid No. 2017-10
(1) New Horizontal Full Eject Baler w/Conveyor

The City of Cody will receive sealed bids until 2:00 p.m., 8/25/17 at Cody City Hall, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414, for **(1) New Horizontal Full Eject Baler w/Conveyor** with an option to trade in **(1) Marathon Horizontal Baler w/Conveyor**. 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 9th day of August, 2017.

Leslie Brumage
Finance Officer

PUBLISH: August 15th, 2017
August 22nd, 2017



**INSTRUCTIONS: (1) New Horizontal Full Eject Baler w/Conveyor
BID REQUEST NUMBER 2017-10**

The Bidder agrees to provide **(1) New Horizontal Full Eject Baler w/Conveyor** 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) Marathon Horizontal Baler w/Conveyor**. The bidder shall complete every space in the Bid 2017-10 City of Cody Specifications Form on pages 4-5 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. 2017-10, (1) New Horizontal Full Eject Baler w/Conveyor**" on the outside of the envelope.

The sealed bids must be returned to the City of Cody no later than 2:00 p.m. 8/25/17. 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. 2017-10 (1) New Horizontal Full Eject Baler w/Conveyor

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 Horizontal Full Eject Baler w/Conveyor**, free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bid will include a trade-in value for **(1) Marathon Horizontal Baler w/Conveyor Serial #'s 165221 and 167754.**
The bid price shall be F.O.B. City of Cody Recycling Center, 531 15th 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 Horizontal Full Eject Baler w/Conveyor

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. New horizontal full eject baler. | _____ | _____ |
| 2. Operator selectable bale sizes. | _____ | _____ |
| 3. Gravity actuated retaining dogs. | _____ | _____ |
| 4. Automatic bale decompression. | _____ | _____ |
| 5. Non-ferrous door. | _____ | _____ |
| 6. Remote mounted controls. | _____ | _____ |
| 7. Oversized cylinder mounts. | _____ | _____ |
| 8. Hydraulic door lock. | _____ | _____ |

B. CHASIS

- | | | |
|--|-------|-------|
| 1. Maximum height of baler: 73" | _____ | _____ |
| 2. Maximum height w/conveyor: 122" | _____ | _____ |
| 3. Maximum length of baler: 209" | _____ | _____ |
| 4. Maximum length w/conveyor: 305" | _____ | _____ |
| 5. Maximum width: 80" | _____ | _____ |
| 6. 54"x40" feed opening. | _____ | _____ |
| 7. Chassis to be constructed of interlocking 1/2" and 3/4" steel plates. | _____ | _____ |

C. PERFORMANCE

- | | | |
|--|-------|-------|
| 1. Platen force: Minimum of 172,000lbs and 102 psi | _____ | _____ |
| 2. Oil reservoir: Minimum of 105 gallons | _____ | _____ |
| 3. Oil cooler. | _____ | _____ |
| 4. 20 HP, 460 Volt motor. | _____ | _____ |

D. CONVEYOR

YES NO

1. 52" wide pit conveyor.

E. MISCELLANEOUS

1. Warranty: 1-year labor, 2-year parts.

2. Two sets of operator's manuals.

3. Installation, including all travel and lodging expenses necessary for one tech.

4. Estimated time of arrival.

F. OPTIONAL TRADE-IN

The City of Cody may choose at its sole discretion, to trade in **(1) Marathon Horizontal Baler w/Conveyor Serial #'s 165221 and 167754**. 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 Recycling Center, located at 531 15th Street, Cody, WY, by appointment only between the hours of 8:00 a.m. and 2:30 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.

MEETING DATE: SEPTEMBER 5, 2017

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Retainage Release – Sunset Blvd waterline project

ACTION TO BE TAKEN:

Authorize Barry A. Cook, City Administrator to sign the retainage release document for the Sunset Blvd water line project to J & J Construction, with a release date of on or after September 11, 2017.

SUMMARY OF INFORMATION:

The City of Cody has deposited a total of \$13,678.94 into a retainage account for J & J Construction for the Sunset Blvd water line project. The final payment has been advertised and the 41-day period will be over on September 11, 2017 at which time the retainage payout is due.

Per the account assignment agreement, the City must provide written authorization to the bank to release the retainage funds along with any accrued interest on the account.

FISCAL IMPACT

None – the withheld retainage has already been booked to the expense account.

ATTACHMENTS

1. Notice of final payment
2. Retainage release
3. Retainage summary

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

NOTICE OF FINAL PAYMENT

Pursuant to Wyoming Statutes Section 16-6-116, notice is hereby given that the CITY OF CODY, WYOMING is advised that work on SUNSET BOULEVARD WATER LINE REPLACEMENT PROJECT called for by publication and let by contract has been completed according to specifications and rules set forth in the contract and was approved on July 26, 2017 and that the Contractor, J & J CONSTRUCTION, LLC, is entitled to final settlement therefore. All persons, firms or corporations who have any claims for work done or materials furnished on such public work are hereby notified that final payment will be made to said Contractor in accordance with the contract terms on or after September 11, 2017.

ADMINISTRATIVE SERVICES

Cindy Baker

First Publication - August 1, 2017
Second Publication – August 8, 2017
Last Publication – August 15, 2017

RETAINAGE RELEASE

I the undersigned representative of the Project Owner do hereby authorize Pinnacle Bank (Depository) to release all funds including accrued interest _____ in funds from Account No. ██████████, held in the name of J & J Construction LLC (Contractor) for the project Sunset Boulevard Waterline Replacement on or after September 11, 2017 (date).

PROJECT OWNER
City of Cody, PO Box 2200 Cody, WY 82414

Barry A. Cook, City Administrator Date

On this, the _____ day of _____, 20____, before me a notary public, the undersigned officer, personally appeared _____, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained. In witness hereof, I hereunto set my hand and official seal.

_____ My Commission Expires: _____



Wires

Payment Report

Payment Summary

USD

Value Date	Amount	Transactions
05/17/2017	5,881.29	1
06/07/2017	4,128.51	1
06/21/2017	3,158.00	1
07/19/2017	511.14	1
Grand Total	13,678.94	4

Payment ID 112

Audit History

Created	BAKEC013 07/19/2017 05:12 PM ET	Approval 1
Rejected		Approval 2
Modified		Approval 3
		Approval 4

Report generated on August 22, 2017 13:11:23 PM ET

MEETING DATE: SEPTEMBER 5, 2017

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

State Loan and Investment Board Consensus Grants

ACTION TO BE TAKEN:

Authorized the Mayor to sign the grant agreements and associated certifications between the City of Cody and the State Loan and Investment Board (SLIB) for the City shop roof project and the Panorama Subdivision overlay project.

SUMMARY OF INFORMATION:

At the end of FY16-17 City of Cody had 47,889 in left over consensus funding from the previous biennium. During the budget process Council approved spending these funds on the City shop roof repair project and the Panorama Subdivision overlay project. In August 2017 SLIB approved the allocation of funds to these projects and prepared the attached grant agreements.

The cost of the City shop roof project actually came in significantly less than the amount budgeted so the City will not actually utilize the approved grant funds for this project. However, since SLIB had already approved the funding for this project the City must approve the agreement as it is then request a reallocation at a future SLIB meeting to utilize the funds for another project.

FISCAL IMPACT

The City shop roof project is budgeted at \$25,000 with grant funding of \$17,789. The project actually came in at \$8,700 so the City will not need to utilize the grant funds. These funds will be reallocated to another project in the future.

The Panorama Subdivision overlay is budgeted at \$30,300 with grant funding of \$30,300.

ATTACHMENTS

1. Grant agreement and certification statement for the City shop roof project
2. Grant agreement and certification statement for the Panorama Subdivision overlay project

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

STATE OF WYOMING
STATE LOAN AND INVESTMENT BOARD

Grant Agreement

1. **Parties.** The parties to this Agreement are the Wyoming Office of State Lands and Investments (Office of State Lands), whose address is 122 West 25th Street, Cheyenne, Wyoming, 82001, and the grant recipient, City of Cody (Grantee), whose address is PO Box 2200, Cody, Wy 82414.
2. **Purpose of Agreement.** On August 10, 2017, the State Loan and Investment Board (SLIB) approved a grant from Chapter 32, Capital Improvement Projects-Countywide Consensus List Awards, up to the amount of Seventeen Thousand Five Hundred Eighty Nine Dollars and 00/100 (\$17,589.00), to be used for the following SLIB-approved project:

City Shop Roof

The Office of State Lands administers these types of grants. For the above-named project, this agreement shall set out the grant conditions and instructions on how the Office of State Lands will disburse funds for the project.

Additionally, and although not a condition to receiving grant funding under this agreement, the Office of State Lands highly recommends that the governing body of the Grantee attend "Board Training" and keep in contact with the Wyoming Association of Rural Water Systems and/or the Wyoming Association of Municipalities.

3. **Term of Agreement and Required Approvals.** This agreement is effective when all parties have executed it _____.
4. **Responsibilities of Grantee.** The Grantee agrees:
 - A. Grantee shall comply with the special conditions set out on Attachment A to this Agreement and incorporated herein by reference.
 - B. The granted funds are to be spent only for the described purpose or project in the submitted application, and for no other purpose or project.
 - C. Requests for disbursements of funds shall be supported by adequate proof submitted by the Grantee showing that such obligations have been incurred for the purpose for which the grant was made, and are then due and owing.

- D. The Grantee will establish and maintain sufficient internal controls to ensure that grant funds are spent in accordance with this agreement, SLIB rules, and all other state and federal laws.
- E. If any of the granted funds are not utilized for the above-described project or purpose, the Grantee shall repay such funds immediately to the SLIB. The Grantee further agrees to provide the Office of State Lands, upon request, a full and complete accounting as to the use and distribution of the granted funds; said accounting to be done in accordance with generally accepted accounting principles and shall be provided to the SLIB within a reasonable time.
- F. The Office of State Lands, or another approved designee of the SLIB, may perform an audit or examination of the books and records of the grant at any time and without notice, and that the SLIB or its designee may at any time without notice perform on-site visits and inspections of the project being funded.
- G. The Grantee shall comply with all applicable state and federal laws, rules, and regulations, including compliance with the provisions of Wyo. Stat. § 16-6-1001, Article 10, *Capital Construction Projects Temporary Restrictions*, if receiving funding from Chapter 32 Capital Improvement Projects-Countywide Consensus List Awards.

5. **Responsibilities of the Office.** The Office of State Lands agrees:

- A. To furnish granted funds only as needed to discharge obligations incurred by the Grantee for its approved project, provided that the obligations incurred are eligible for funding under SLIB Chapter 32 rules, under this agreement and other state law, and provided further that the Grantee is in compliance with this agreement, SLIB rules, and all other state and federal laws.

6. **Special Provisions.**

- A. **To request reimbursement for eligible expenditures, a Grant Draft Request (GDR) form must be completed, and submitted (original signatures required) with a copy of each invoice detailing the expenditures, the SLIB share, and SLIB share of Engineering.**
 - (i) All GDR forms must be signed by your authorized signatories. By submission of a GDR, the Grantee hereby warrants that the signatories of the grant draft request form are authorized to sign on behalf of the Grantee. It always remains the responsibility of the Grantee for ensuring that grant funds are spent in accordance with this agreement, and state and federal law.

- (ii) An electronic copy of the GDR form (with or without formulas) is available on our web site, by going to <http://lands.wyo.gov>, clicking on Grants & Loans in the top menu bar, going to “Countywide Consensus Grants” and clicking on “Grant Draft Request”. Then, a “File Download” menu will appear—click on Save, and be sure to note where the file is saved. Open the file that you just saved, click on the tab you would like to view or work with, such as Example GDR with formulas, GDR with Formulas, or GDR without Formulas.
- (iii) The Office of State Lands recommends using the GDR with Formulas, to automatically calculate the SLIB Amount for each invoice. Update the form with the following information:

Grant NO.: CWC-15402 PA.
SLIB: 100%
LOCAL: 0%
Requested By: City of Cody
Project Description: City Shop Roof
Amount of Funds Approved for Project: \$17,589.00
Amount of Engineering Approved for Project should be: \$3,517.80

In addition, update the following at the bottom of the form:

Type the Name & Title for the By Signature
Type the Name & Title for the Attest Signature
Type the Name of the Contact Person
Type the Phone number of the contact person
Type the e-mail address of the contact person

Print on Legal paper (11” x 14”), attach the invoices in the order they appear on the GDR, original signatures are required.

- (iv) Upon receipt, the Office of State Lands will review for accuracy, eligibility, and submit for processing. Payments will be issued directly from the Wyoming State Auditor’s office, typically on Monday and Thursday of each week.
- (v) To verify a payment, use the on-line payment search at http://sao.state.wy.us/EFT_Search_page.htm, on the State Auditor’s website, by selecting “Vendor Payments Search” and entering as much information as possible. (The Office of State Lands is linked to Dept 060, you are the vendor, the Document will begin with the Grant number), click “Submit.” Once you have the results, you can click on the titles at the top of the page to sort by column.

- B. Disbursement requests submitted will be paid by percentage only, and not paid in full. The percentage of payment is based on the amount approved by the SLIB as a percentage of the total eligible project cost given in the application. The SLIB's disbursement percentage for this project is 100%.
- C. According to Chapter 32, Section 4(b)(iii), the maximum amount reimbursable for engineering costs is limited to 20% of the grant amount approved, if applicable \$3,517.80.
- D. If the SLIB provides additional funding for this project, the Office of State Lands will recalculate the disbursement percentage and will make disbursements based upon that percentage. The Office of State Lands will allow additional payments to bring the SLIB's disbursement percentage to the current percentage approved by the SLIB.
- E. For questions about the form, reimbursement process, or eligible items please contact Josh Masten (josh.masten@wyo.gov or 307-777-7309) Cori Phelps (cori.phelps@wyo.gov or 307-777-7453).

7. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties shall be incorporated by written instrument, executed and signed by all parties to this Agreement.
- B. **Applicable Law/Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties, and the venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Assignment/Contract Not Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Grantee shall not use this Agreement, or any portion thereof for collateral for any financial obligation.
- D. **Audit/Access to Records.** The Office of State Lands and its representatives shall have access to any books, documents, papers, electronic data and records of the Grantee which are pertinent to this Agreement.
- E. **Compliance with Laws.** The Grantee shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Agreement.

- F. Entirety of Agreement.** This Agreement, consisting of seven (7) pages and Attachment A, one (1) page, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- G. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes completely beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays. This provision shall not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party.
- H. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.
- I. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- J. Sovereign Immunity.** The State of Wyoming, the SLIB, and the Office of State Lands do not waive sovereign immunity by entering into this Agreement and specifically retain all immunities and defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to sovereign immunity shall be construed in favor of sovereign immunity.
- K. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

- L. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

8. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The signatory for the Grantee also hereby certifies that he or she is authorized to sign this Agreement on behalf of the Grantee and bind the Grantee to the terms herein.

The effective date of this Agreement is the date of the signature last affixed to this page.

WYOMING OFFICE OF STATE LANDS AND INVESTMENTS:

Bridget Hill, Director

Date

GRANTEE:
City of Cody

(Name and Title)

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Megan Nicholas, Assistant Attorney General

Date

STATE OF WYOMING
STATE LOAN AND INVESTMENT BOARD

**Grant Agreement
Attachment A**

Detailed below are the special conditions the Grantee must meet prior to funds being disbursed:

The Grantee shall complete a *Certification Statement* and submit it to the Office of State Lands as soon as possible upon entering into this agreement.

This form can be found on the Office's website by going to <http://lands.state.wy.us>, then clicking on "Grants & Loans", under "Qualifications", then clicking on "Contractors & Design Firms Certification".

The Certification must be submitted prior to submitting the first Grant Draft Request (GDR) or with the first GDR. The Office of State Lands must receive the certification before any GDRs can be reviewed and processed. In addition, the Grantee must reference which grants the completed certification is referencing.

For questions about the Certification, please contact Josh Masten (josh.masten@wyo.gov or 307-777-7309) or Cori Phelps (cori.phelps@wyo.gov or 307-777-7453).

Certification Statement
W.S. §§ 16-6-101, et seq., 16-6-201, et seq., & 16-6-1001

W.S. § 16-6-101, et seq. PUBLIC WORKS AND CONTRACTS

Contracts for construction, major maintenance, or renovation of any public structure or for any public work or improvements, if advertisement for bids is not required, shall be let to a resident of the state of Wyoming. If advertisement for bids is required, the contract shall be let to the responsible certified resident making the lowest bid, if the certified resident's bid is not more than five percent (5%) higher than that of the lowest responsible nonresident bidder. A "resident" for this purpose must be certified as a resident by the Department of Workforce Services prior to bidding upon the contract. A successful resident bidder shall not subcontract more than thirty percent (30%) of the work covered by his contract to nonresident contractors. A resident bidder shall submit a copy of his certificate of residency with his bid.

W.S. § 16-6-201, et seq. PREFERENCE FOR STATE LABORERS

Wyoming labor shall be used on public works projects. Every contract let by any person shall contain a provision requiring that Wyoming labor be used except other laborers may be used when Wyoming laborers are not available for employment from within the state or are not qualified to perform the work involved. The contract shall also contain a provision requiring specific acknowledgement of the requirements of W.S. § 16-6-203.

W.S. § 16-6-1001 CAPITAL CONSTRUCTION PROJECTS

Applicants must comply with all aspects of W.S. § 16-6-1001, if applicable, including but not limited to submitting a plan that promotes the employment of responsible Wyoming resident design firms, including professional architectural and engineering services.

Successful applicants for funds from the Office of State Lands and Investments for public works or capital construction projects must provide the signed statement below to the Office prior to reimbursement of expenditures.

I certify to the best of my knowledge and belief that the applicant has complied with W.S. §§ 16-6-101, et seq., 16-6-201, et seq., and 16-6-1001 as indicated below:

1. W.S. § 16-6-1001(a)

- Complied with W.S. § 16-6-1001(a)
 Waiver approved; attach copy of written waiver provided to Governor
 N/A

2. W.S. § 16-6-1001(b)

- Complied with W.S. § 16-6-1001(a)
 Plan submitted to Governor (Date submitted: _____)

3. W.S. § 16-6-101, et seq.

- Complied with W.S. § 16-6-101, et seq.

4. W.S. § 16-6-201, et seq.

- Complied with W.S. § 16-6-201, et seq.

Date: _____

Signature
Mayor, City of Cody

Title

STATE OF WYOMING
STATE LOAN AND INVESTMENT BOARD

Grant Agreement

1. **Parties.** The parties to this Agreement are the Wyoming Office of State Lands and Investments (Office of State Lands), whose address is 122 West 25th Street, Cheyenne, Wyoming, 82001, and the grant recipient, City of Cody (Grantee), whose address is PO Box 2200, Cody, Wy 82414.
2. **Purpose of Agreement.** On August 10, 2017, the State Loan and Investment Board (SLIB) approved a grant from Chapter 32, Capital Improvement Projects-Countywide Consensus List Awards, up to the amount of Thirty Thousand Three Hundred Dollars and 00/100 (\$30,300.00), to be used for the following SLIB-approved project:

Panorama Subdivision Overlay

The Office of State Lands administers these types of grants. For the above-named project, this agreement shall set out the grant conditions and instructions on how the Office of State Lands will disburse funds for the project.

Additionally, and although not a condition to receiving grant funding under this agreement, the Office of State Lands highly recommends that the governing body of the Grantee attend "Board Training" and keep in contact with the Wyoming Association of Rural Water Systems and/or the Wyoming Association of Municipalities.

3. **Term of Agreement and Required Approvals.** This agreement is effective when all parties have executed it _____.
4. **Responsibilities of Grantee.** The Grantee agrees:
 - A. Grantee shall comply with the special conditions set out on Attachment A to this Agreement and incorporated herein by reference.
 - B. The granted funds are to be spent only for the described purpose or project in the submitted application, and for no other purpose or project.
 - C. Requests for disbursements of funds shall be supported by adequate proof submitted by the Grantee showing that such obligations have been incurred for the purpose for which the grant was made, and are then due and owing.

- D. The Grantee will establish and maintain sufficient internal controls to ensure that grant funds are spent in accordance with this agreement, SLIB rules, and all other state and federal laws.
- E. If any of the granted funds are not utilized for the above-described project or purpose, the Grantee shall repay such funds immediately to the SLIB. The Grantee further agrees to provide the Office of State Lands, upon request, a full and complete accounting as to the use and distribution of the granted funds; said accounting to be done in accordance with generally accepted accounting principles and shall be provided to the SLIB within a reasonable time.
- F. The Office of State Lands, or another approved designee of the SLIB, may perform an audit or examination of the books and records of the grant at any time and without notice, and that the SLIB or its designee may at any time without notice perform on-site visits and inspections of the project being funded.
- G. The Grantee shall comply with all applicable state and federal laws, rules, and regulations, including compliance with the provisions of Wyo. Stat. § 16-6-1001, Article 10, *Capital Construction Projects Temporary Restrictions*, if receiving funding from Chapter 32 Capital Improvement Projects-Countywide Consensus List Awards.

5. **Responsibilities of the Office.** The Office of State Lands agrees:

- A. To furnish granted funds only as needed to discharge obligations incurred by the Grantee for its approved project, provided that the obligations incurred are eligible for funding under SLIB Chapter 32 rules, under this agreement and other state law, and provided further that the Grantee is in compliance with this agreement, SLIB rules, and all other state and federal laws.

6. **Special Provisions.**

- A. To request reimbursement for eligible expenditures, a Grant Draft Request (GDR) form must be completed, and submitted (original signatures required) with a copy of each invoice detailing the expenditures, the SLIB share, and SLIB share of Engineering.
 - (i) All GDR forms must be signed by your authorized signatories. By submission of a GDR, the Grantee hereby warrants that the signatories of the grant draft request form are authorized to sign on behalf of the Grantee. It always remains the responsibility of the Grantee for ensuring that grant funds are spent in accordance with this agreement, and state and federal law.

(ii) An electronic copy of the GDR form (with or without formulas) is available on our web site, by going to <http://lands.wyo.gov>, clicking on Grants & Loans in the top menu bar, going to "Countywide Consensus Grants" and clicking on "Grant Draft Request". Then, a "File Download" menu will appear—click on Save, and be sure to note where the file is saved. Open the file that you just saved, click on the tab you would like to view or work with, such as Example GDR with formulas, GDR with Formulas, or GDR without Formulas.

(iii) The Office of State Lands recommends using the GDR with Formulas, to automatically calculate the SLIB Amount for each invoice. Update the form with the following information:

Grant NO.: CWC-15401 PA.
SLIB: 100%
LOCAL: 0%
Requested By: City of Cody
Project Description: Panorama Subdivision Overlay
Amount of Funds Approved for Project: \$30,300.00
Amount of Engineering Approved for Project should be: \$6,060.00

In addition, update the following at the bottom of the form:

Type the Name & Title for the By Signature
Type the Name & Title for the Attest Signature
Type the Name of the Contact Person
Type the Phone number of the contact person
Type the e-mail address of the contact person

Print on Legal paper (11" x 14"), attach the invoices in the order they appear on the GDR, original signatures are required.

(iv) Upon receipt, the Office of State Lands will review for accuracy, eligibility, and submit for processing. Payments will be issued directly from the Wyoming State Auditor's office, typically on Monday and Thursday of each week.

(v) To verify a payment, use the on-line payment search at http://sao.state.wy.us/EFT_Search_page.htm, on the State Auditor's website, by selecting "Vendor Payments Search" and entering as much information as possible. (The Office of State Lands is linked to Dept 060, you are the vendor, the Document will begin with the Grant number), click "Submit." Once you have the results, you can click on the titles at the top of the page to sort by column.

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- C. According to Chapter 32, Section 4(b)(iii), the maximum amount reimbursable for engineering costs is limited to 20% of the grant amount approved, if applicable \$6,060.00.
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- G. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes completely beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays. This provision shall not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party.
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8. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The signatory for the Grantee also hereby certifies that he or she is authorized to sign this Agreement on behalf of the Grantee and bind the Grantee to the terms herein.

The effective date of this Agreement is the date of the signature last affixed to this page.

WYOMING OFFICE OF STATE LANDS AND INVESTMENTS:

Bridget Hill, Director

Date

GRANTEE:
City of Cody

(Name and Title)

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Megan Nicholas, Assistant Attorney General

Date

STATE OF WYOMING
STATE LOAN AND INVESTMENT BOARD

**Grant Agreement
Attachment A**

Detailed below are the special conditions the Grantee must meet prior to funds being disbursed:

The Grantee shall complete a *Certification Statement* and submit it to the Office of State Lands as soon as possible upon entering into this agreement.

This form can be found on the Office's website by going to <http://lands.state.wy.us>, then clicking on "Grants & Loans", under "Qualifications", then clicking on "Contractors & Design Firms Certification".

The Certification must be submitted prior to submitting the first Grant Draft Request (GDR) or with the first GDR. The Office of State Lands must receive the certification before any GDRs can be reviewed and processed. In addition, the Grantee must reference which grants the completed certification is referencing.

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Certification Statement
W.S. §§ 16-6-101, et seq., 16-6-201, et seq., & 16-6-1001

W.S. § 16-6-101, et seq. PUBLIC WORKS AND CONTRACTS

Contracts for construction, major maintenance, or renovation of any public structure or for any public work or improvements, if advertisement for bids is not required, shall be let to a resident of the state of Wyoming. If advertisement for bids is required, the contract shall be let to the responsible certified resident making the lowest bid, if the certified resident's bid is not more than five percent (5%) higher than that of the lowest responsible nonresident bidder. A "resident" for this purpose must be certified as a resident by the Department of Workforce Services prior to bidding upon the contract. A successful resident bidder shall not subcontract more than thirty percent (30%) of the work covered by his contract to nonresident contractors. A resident bidder shall submit a copy of his certificate of residency with his bid.

W.S. § 16-6-201, et seq. PREFERENCE FOR STATE LABORERS

Wyoming labor shall be used on public works projects. Every contract let by any person shall contain a provision requiring that Wyoming labor be used except other laborers may be used when Wyoming laborers are not available for employment from within the state or are not qualified to perform the work involved. The contract shall also contain a provision requiring specific acknowledgement of the requirements of W.S. § 16-6-203.

W.S. § 16-6-1001 CAPITAL CONSTRUCTION PROJECTS

Applicants must comply with all aspects of W.S. § 16-6-1001, if applicable, including but not limited to submitting a plan that promotes the employment of responsible Wyoming resident design firms, including professional architectural and engineering services.

Successful applicants for funds from the Office of State Lands and Investments for public works or capital construction projects must provide the signed statement below to the Office prior to reimbursement of expenditures.

I certify to the best of my knowledge and belief that the applicant has complied with W.S. §§ 16-6-101, et seq., 16-6-201, et seq., and 16-6-1001 as indicated below:

1. W.S. § 16-6-1001(a)

- Complied with W.S. § 16-6-1001(a)
- Waiver approved; attach copy of written waiver provided to Governor
- N/A

2. W.S. § 16-6-1001(b)

- Complied with W.S. § 16-6-1001(a)
- Plan submitted to Governor (Date submitted: _____)

3. W.S. § 16-6-101, et seq.

- Complied with W.S. § 16-6-101, et seq.

4. W.S. § 16-6-201, et seq.

- Complied with W.S. § 16-6-201, et seq.

Date: _____

Signature
Mayor, City of Cody

Title



MEMORANDUM

August 31, 2017

TO: Barry Cook, City Administrator
FROM: Mike Fink, Recreation Supervisor
RE: WRPA Conference - Facilities Usage

.....

Matt Hall
MAYOR

Donny Anderson
Karen Ballinger
Jerry Fritz
Landon Greer
Glenn A. Nielson
Stan Wolz
COUNCIL MEMBERS

C. Edward Webster II
MUNICIPAL JUDGE

Barry A. Cook
CITY ADMINISTRATOR

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

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

Cody is going to host this years' WRPA (Wyoming Recreation and Parks Association) annual convention starting October 2nd and running through the 4th.

As hosts of this convention we are very proud of our city, and the many features and amenities that we have to offer. We would like to showcase a couple of our venues during this convention.

First off, on Monday night we are going to have our "Monday Night Football" social. Our hope is that we can use the Cody Auditorium, Club Room and Kitchen for this event. We are planning on introducing the vendors, and WRPA Board members at this event as well as hosting a fun event for all of our participants.

On Tuesday night we plan of being at City Park. The City of Cody has been able to make some incredible upgrades to the band shell and Donny Anderson Mini Golf. These have been done with little or no cost to the City. We were wondering if you would be willing to give a welcoming address and emphasize these features, talk about the community involvement and how we got the band shell painted, new lights installed, a new sound system, a dance floor and all new features at mini golf.

We also plan on playing JBow Tag in the City Park. This is a game of tag where the participants use a bow and cushioned tipped arrows to play tag.

I am requesting the Mayor and Council allow the use of use these City venues, the Auditorium and City Park/Mini Golf/Band Shell at no charge to WRPA and consider this "in kind" sponsorship from the City of Cody.

Thank you for your help and consideration with this endeavor.

City of Cody Agenda Request Form

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

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

Name of person to appear before the Council Leonard Moore

Organization Represented Pat O'Hara Brewing Co

Date you wish to appear before the Council _____

Mailing Address 1019 15th street Telephone 307-899-3673

E-Mail Address patoharabrewing@gmail.com

Preferred form of contact: Telephone _____ E-Mail

Names of all individuals who will speak on this topic Leonard Moore

Event Title (if applicable) 4th Anniversary Party

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

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) We wish to close the street 15th from Sheridan Ave North to th Alley from 3.00 PM to 10.00 PM We will have live music and BBQ out side

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

Signature L R Moore Date 8-24-17

MEETING DATE: SEPTEMBER 5, 2017

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: CINDY BAKER

PRESENTED BY: CINDY BAKER

AGENDA ITEM SUMMARY REPORT

PAT O'HARA BREWING CO. - REQUEST FOR 15TH STREET CLOSURE FOR A PORTION OF SATURDAY, SEPTEMBER 16, 2017

ACTION TO BE TAKEN:

Leonard Moore, with Pat O'Hara Brewing Co., is requesting to close 15th Street from Sheridan Ave. to the Alley on Saturday, September 16, 2017 from 3 PM to about 10 PM for their 4th Annual Anniversary Celebration and request approval of an Open Container Permit for the event.

SUMMARY OF INFORMATION:

Set up of the area will begin at 3 p.m. and the event is scheduled to begin at 4:00 p.m. Tear down will begin at 10:00 p.m. with the street to be opened up around 10:30 p.m. Their plan is to have music, food, beer and libations during this event. They will be required to provide a copy of liability insurance for this event. In addition, they would follow the Alcohol Checklist as recommended by staff, which addresses fencing the closure area off for alcohol consumption, drinks dispensed in identifiable cups and security volunteers patrolling the perimeter of area to insure no person leaves the area with alcohol. This closure has occurred the past three years in conjunction with the Boot Scoot'n Boogie. Though the Boot Scoot'n Boogie event is not taking place, they would like to continue with their annual anniversary celebration.

FISCAL IMPACT

None

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 with staff recommendation of providing barricades on Friday the 15th with instructions on how and where to place. Event organizers would set up, take down, secure barricades for the weekend with City staff picking up on Monday the 18th.

ATTACHMENTS

Agenda Request Form

AGENDA & SUMMARY REPORT TO:

patoharabrewing@gmail.com

AGENDA ITEM NO. _____



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Wind River/Bighorn Basin District
Cody Field Office
1002 Blackburn Street
Cody, Wyoming 82414-8464
www.blm.gov/wy



WYW-151415
2800 (WYR02)

AUG 21 2017

Steve Payne
City of Cody
PO Box 2200
Cody, WY 82414

Dear Mr. Payne:

Attached are two copies of an unsigned Right-of-Way (ROW) grant (BLM Form 2800-14) for your water tank, water pipeline, and access road, serial number WYW-151415. Please review the document and if it meets with your approval, sign and date both copies and return to the address shown above. Upon our receipt of the signed documents and the fees discussed below, we will issue the ROW grant, absent any other unresolved issues.

You must pay a fee to the BLM for the costs we will incur in monitoring the construction and operation of your authorized use. These fees are categorized according to the number of work hours necessary to monitor your grant, and are not refundable. We anticipate your use will require a Monitoring Category I, which involves a fee of \$123.00. This fee must be paid prior to issuance of the grant.

Rent for use of public lands must be paid in advance of such use and prior to issuance of the ROW grant. Rent for a linear ROW is based on a schedule that is adjusted annually based on the Implicit Price Deflator (IPD), an inflation index. You may obtain a copy of the rent schedule from this office or by accessing www.wy.blm.gov.

Provided you remit payment by September 15, 2017, your rent is estimated to be:

- \$ 175.66 for the first 10-year period from (8/2017) to (12/2026) or
- \$ 548.74 for the entire term from (8/2017) to (12/2046).

Please return BOTH signed copies of the grant, along with the monitoring fees and rent payment, by September 15, 2017. If these requirements are not met, your application may be denied.

If you have any questions, please contact Cara Blank, Realty Specialist, or Sammi Kerrisun, Land Law Examiner, at the above address or telephone (307) 578-5900.

Sincerely,

for  *ACTING*
Delissa L. Minnick
Field Manager, Cody

Attachments

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
RIGHT-OF-WAY GRANT

SERIAL NUMBER WYW-151415

1. A right-of-way is hereby granted pursuant to Title V of the Federal Land Policy and Management Act of October 21, 1976 (90 Stat. 2776; 43 U.S.C. 1761).
2. Nature of Interest:
 - a. By this instrument, the holder:

City of Cody
PO Box 2200
Cody, WY 82414

receives a right to construct, operate, maintain, and terminate a water pipeline, water tank, and access road on public lands described as follows:

Sixth P.M., Wyoming

T. 52 N., R. 101 W., sec. 6, W1/2SW1/4.
T. 52 N., R. 102 W., sec. 1, E1/2SE1/4.
 - b. The right-of-way or permit area granted herein is of various width (includes 300 x 10 ft water pipeline, 75 ft x 75 ft water tank area, and 1260 x 15 ft access road), and contains 0.6 acres, more or less.
 - c. This instrument shall terminate on December 31, 2046, unless, prior thereto, it is relinquished, abandoned, terminated, or modified pursuant to the terms and conditions of this instrument or of any applicable Federal law or regulation.
 - d. This instrument may be renewed. If renewed, the right-of-way or permit shall be subject to the regulations existing at the time of the renewal and any other terms and conditions that the authorized officer deems necessary to protect the public interest.
 - e. Notwithstanding the expiration of this instrument or any renewal thereof, early relinquishment, abandonment, or termination, the provisions of this instrument, to the extent applicable, shall continue in effect and shall be binding on the holder, its successors or assignees, until they have fully satisfied the obligations and/or liabilities accruing herein before or on account of the expiration, or prior termination, of the grant.

3. Rental

For and in consideration of the rights granted, the holder agrees to pay the Bureau of Land Management fair market value rental as determined by the authorized officer unless specifically exempted from such payment by regulation. Provided, however, that the rental may be adjusted by the authorized officer, whenever necessary, to reflect changes in the fair market rental value as determined by the application of sound business management principles, and so far as practicable and feasible, in accordance with comparable commercial practices.

4. Terms and Conditions:

- a. This grant is issued subject to the holder's compliance with all applicable regulations contained in Title 43 Code of Federal Regulations part 2800.
- b. Upon grant termination by the authorized officer, all improvements shall be removed from the public lands within 90 days, or otherwise disposed of as provided in paragraph (4)(d) or as directed by the authorized officer.
- c. Each grant issued for a term of 20 years or more shall, at a minimum, be reviewed by the authorized officer at the end of the 20th year and at regular intervals thereafter, not to exceed 10 years. Provided, however, that a right-of-way or permit granted herein may be reviewed at any time deemed necessary by the authorized officer.
- d. The stipulations, plans, maps, or designs set forth in Exhibit A (Map) and Exhibit B (Additional Stipulations), dated August 11, 2017, attached hereto, are incorporated into and made a part of this grant instrument as fully and effectively as if they were set forth herein in their entirety.
- e. Failure of the holder to comply with applicable law or any provision of this right-of-way grant or permit shall constitute grounds for suspension or termination thereof.
- f. The holder shall perform all operations in a good and workmanlike manner so as to ensure protection of the environment and the health and safety of the public.
- g. In case of a change of address, the holder shall immediately notify the Cody Field Manager, hereinafter referred to as the authorized officer.

IN WITNESS WHEREOF, The undersigned agrees to the terms and conditions of this right-of-way grant, WYW-151415,

(Signature of Holder)

(Signature of Authorized Officer)

(Title)

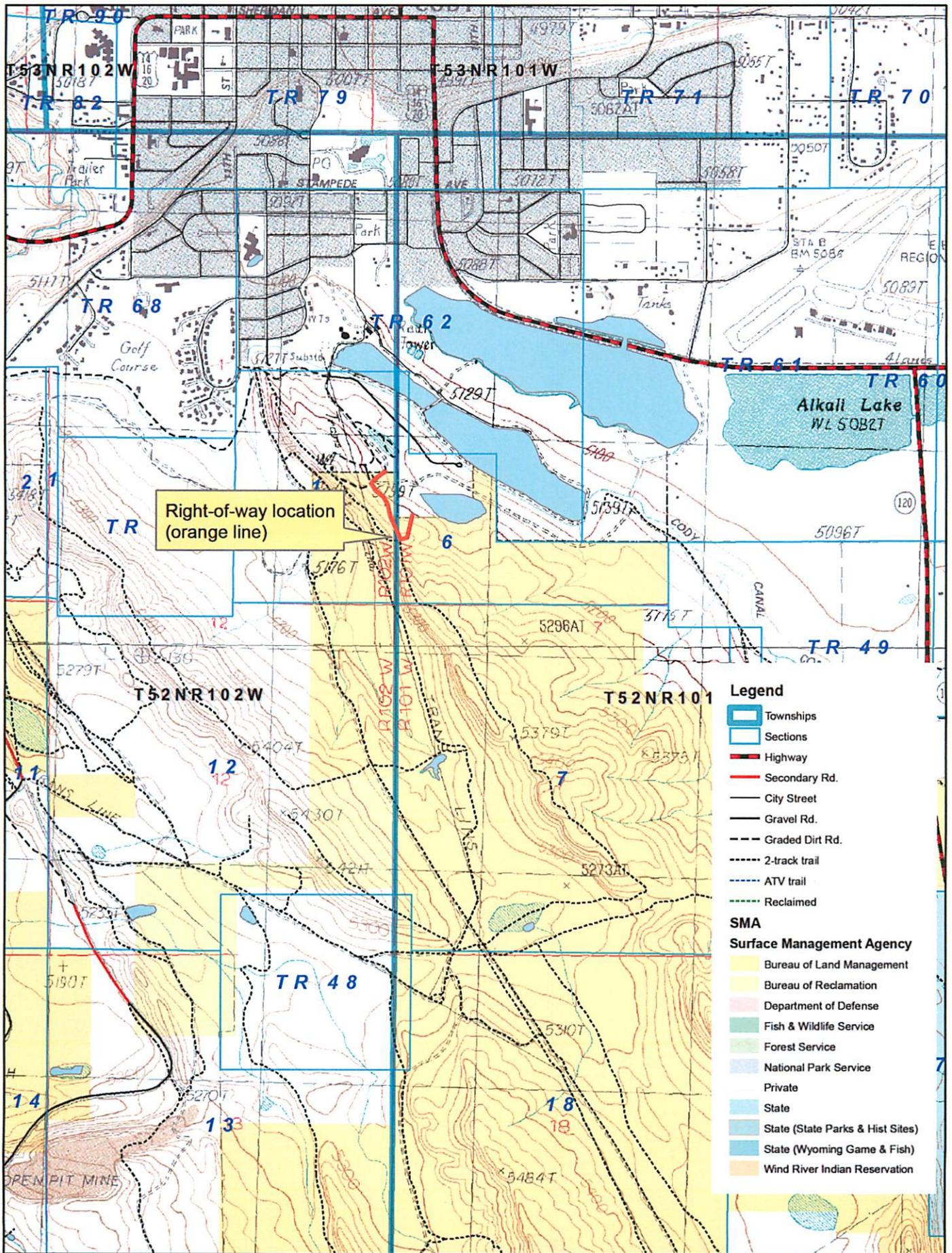
(Title)

(Date)

(Effective Date of Grant)

Location of Right-of-Way WYW-151415

Exhibit A
August 11, 2017



No warranty is made by the Bureau of Land Management as to the accuracy, reliability, or completeness of these data for individual or aggregate use with other data. Original data was compiled from various sources. This information was developed through digital means and may be updated without notification.

1:24,000

EXHIBIT "B"
ADDITIONAL STIPULATIONS
WYW-151415

h. Cultural Resources, Standard Stipulation

The holder is responsible for informing all persons associated with this project that they may be subject to prosecution for knowingly damaging, altering, excavating, or removing any archaeological, historical, or vertebrate fossil objects or site. If archaeological, historical, or vertebrate fossil materials are discovered, the holder is to suspend all operations that further disturb such materials and immediately contact the authorized officer.

The authorized officer will evaluate, or will have evaluated, such discoveries not later than five working days after being notified, and will determine what actions shall be taken with respect to such discoveries. The decision as to the appropriate measures to mitigate adverse effects to significant cultural or paleontological resources will be made by the authorized officer after consulting with the holder.

The holder is responsible for the cost of any investigations necessary for the evaluation and any mitigative measures required by the authorized officer. The authorized officer will provide technical and procedural guidelines for the conduct of evaluation and mitigation. Upon verification from the authorized officer that the required evaluation and/or mitigation have been completed, the holder will be allowed to resume operations.

Human Remains

If human remains are discovered or suspected, the holder shall suspend operations immediately, physically guard the area, and notify the Bureau of Land Management immediately.

Archaeological Resources Protection Act

No person may excavate, remove, damage, or otherwise alter or deface or attempt to excavate, remove, damage, or otherwise alter or deface any archaeological resource located on public lands or Indian lands unless such activity is pursuant to an issued permit.

- j. The holder shall not initiate any construction or other surface-disturbing activities on the right-of-way without the prior written authorization of the authorized officer. Such authorization shall be a written notice to proceed issued by the authorized officer. Any notice to proceed shall authorize construction or use only as therein expressly stated and only for the particular location or use therein described.
- k. The holder shall contact the authorized officer at least five days prior to the anticipated start of construction and/or any surface disturbing activities. The authorized officer may require and schedule a pre-construction conference with the holder prior to the holder commencing construction and/or surface-disturbing activities on the right-of-way.

The holder and/or his representative shall attend this conference. The holder's contractor or agents involved with construction and/or any surface-disturbing activities associated with the

right-of-way shall also attend this conference to review the stipulations of the grant, including the plan(s) of development, if applicable.

- l. Use of pesticides shall comply with the applicable Federal and state laws. Pesticides shall be used only in accordance with their registered uses and within limitations imposed by the Secretary of the Interior. Prior to the use of pesticides, the holder shall obtain from the authorized officer written approval of a plan showing the type and quantity of material to be used, pest(s) to be controlled, method of application, location of storage and disposal of containers, and any other information deemed necessary by the authorized officer. Emergency use of pesticides shall be approved in writing by the authorized officer prior to such use.
- m. The holder shall be responsible for weed control on disturbed area within the limits of the right-of-way. The holder is responsible for consultation with the authorized officer and/or local authorities for acceptable weed control methods (within limits imposed in the grant stipulations).

Prior to any surface-disturbing activities, an invasive plant survey will be conducted by a qualified vegetation specialist, if necessary. This assessment will show the location and species of invasive or noxious plants. These findings will be presented to the Bureau of Land Management.

Mobile equipment being transported from an offsite location to the Bureau of Land Management project area should be cleaned prior to arrival using water, steam, or air-pressurized cleaning methods to remove any invasive or noxious weed seed and plant parts or materials that could contain seeds or plant parts. When appropriate, identify sites generally off public lands where equipment can be cleaned. Seeds and plant parts need to be collected and disposed of appropriately.

Holders will be responsible for suppression and/or control of any invasive or noxious plant species which includes cheatgrass within the authorized area. If chemical herbicide control methods are used on public lands, only Bureau of Land Management-approved chemicals and application methods will be permitted.

A Pesticide Use Proposal (PUP) must be submitted and approved by the Bureau of Land Management before initiating chemical control methods.

All mulch, seed, and other vegetative reclamation materials must be certified weed free. If available, all sand, gravel, and fill materials shall be certified weed free.

- n. The holder shall protect all survey monuments found within the right-of-way. Survey monuments include, but are not limited to, General Land Office and Bureau of Land Management Cadastral Survey corners, reference corners, witness points, U.S. Coastal and Geodetic benchmarks and triangulation stations, military control monuments, and recognizable civil (both public and private) survey monuments. In the event of obliteration or disturbance of any of the above, the holder shall immediately report the incident, in writing, to the authorized officer and the respective installing authority, if known. Where General Land Office or Bureau of Land Management right-of-way monuments or references are

obliterated during operations, the holder shall secure the services of a registered land surveyor or a Bureau cadastral surveyor to restore the disturbed monuments and references using surveying procedures found in the Manual of Surveying Instructions for the Survey of Public Lands in the United States, latest edition. The holder shall record such survey in the appropriate county and send a copy to the authorized officer. If the Bureau cadastral surveyors or other Federal surveyors are used to restore the disturbed survey monument, the holder shall be responsible for the survey cost.

- o. No construction or routine maintenance activities shall be performed during periods when the soil is too wet to adequately support construction equipment. If such equipment creates ruts in excess of 4 inches deep, the soil shall be deemed too wet to adequately support construction equipment.
- p. All design, material, and construction, operation, maintenance, and termination practices shall be in accordance with safe and proven engineering practices.
- q. Ninety days prior to termination of the right-of-way, the holder shall contact the authorized officer to arrange a joint inspection of the right-of-way. This inspection will be held to agree to an acceptable termination (and rehabilitation) plan. This plan shall include, but is not limited to, removal of facilities, drainage structures, or surface material, re-contouring, topsoiling, or seeding. The authorized officer must approve the plan in writing prior to the holder's commencement of any termination activities.
- r. The holder shall uniformly spread topsoil over all unoccupied disturbed areas (outside the ditch line, fence line, and work area). Spreading shall not be done when the ground or topsoil is frozen or wet.
- s. The holder shall seed all disturbed areas, using an agreed-upon method suitable for the location as determined by the authorized officer. Seeding shall be repeated if a satisfactory stand is not obtained as determined by the authorized officer upon evaluation after the first growing season.

Plant species	Pounds pure live seed per acre
Western Wheatgrass	2
Needle and Thread	2
Indian Ricegrass	3
Bottlebrush Squirreltail	3
Scarlet Globemallow	1
American Vetch	1
Green Rabbitbrush	1
Gardner's Saltbush	4
Total	17

- t. Holder shall maintain the right-of-way in a safe, usable condition, as directed by the authorized officer. (A regular maintenance program shall include, but is not limited to, blading, ditching, culvert installation, and surfacing).
- u. Holder shall save, hold harmless, defend, and indemnify the United States of America, its agents and employees for losses, damages, or judgments and expenses on account of bodily injury, death, or property damage of any nature whatsoever made, arising out of the maintenance or use of the permitted land use by the holder, the holder's employees, subcontractors, agents, social guests, licensees, permittees, or invitees.
- v. The holder will inspect the construction area for the presence of Utility Facilities both surface and subsurface, and notify the Wyoming One Call System, 1-800-849-2476, before any construction activities begin. The holder will use extra safety precautions when working near or around pipelines, power lines, power poles, underground cables, or other utility installations.
- w. Standard Paleontological Resource Protection Stipulation
 1. *Collecting*: The holder is responsible for informing all persons associated with this project including employees, contractors, and subcontractors under their direction that they shall be subject to prosecution for damaging, altering, excavating, or removing any vertebrate fossils or other scientifically significant paleontological resources from the project area. Collection of vertebrate fossils (bones, teeth, turtle shells) or other scientifically significant paleontological resources is prohibited without a permit. Unlawful removal, damage, or vandalism of paleontological resources will be prosecuted by federal law enforcement personnel.
 2. *Discovery*: If vertebrate or other scientifically significant paleontological resources (fossils) are discovered on BLM-administered land during operations, the holder shall suspend operations that could disturb the materials, stabilize and protect the site, and immediately contact the BLM Cody Field Office Manager (authorized officer). The authorized officer would arrange for evaluation of the find within an agreed upon timeframe and determine the need for any mitigation actions that may be necessary. Any mitigation would be developed in consultation with the holder, who may be responsible for the cost of the site evaluation and mitigation of project effects to the site. If the holder can avoid disturbing a discovered site, there is no need to suspend operations; however, the discovery shall be immediately brought to the attention of the authorized officer.
 3. *Avoidance*: All vertebrate or scientifically significant paleontological resources found as a result of the project/action will be avoided during operations. Avoidance in this case means "No action or disturbance within a distance of at least 100 feet of the outer edge of the paleontological locality."
- x. The holder will notify the BLM prior to conducting any surface disturbing activities so that a BLM Geologist can conduct a paleontological survey for vertebrate fossils.

- y. To comply with the Migratory Bird Treaty Act of 1918 (MBTA) as amended, 16 U.S.C. §703, 50 CFR Subchapter B, Executive Order 13186, IM No. 2008-050, and M.O.U. between the BLM and U.S. Fish and Wildlife Service (USFWS) 2010, the stipulation will protect nests, nestlings, and nesting habitat for migratory birds as to not cause “take” as defined by the MBTA. Surface disturbing activity would not be allowed during the nesting season (April 10 through July 15) unless an avian nesting survey by a wildlife biologist (protocol will be provided) and a report documenting the survey and results will be sent to the BLM wildlife biologist. If the survey shows an absence of nesting birds, then surface disturbance can proceed during the nesting season within 72 hours of the survey to avoid harming new nesting arrivals. After 72 hours have lapsed, a new survey would be required. If the survey shows nesting birds are present and/or if the permitted activity would likely cause “take,” then the activity will be delayed until the nestlings have fledged.

- z. To protect nesting raptors, surface-disturbing and disruptive activities are prohibited within: ¼ mile of active raptor nests and ½ mile of active golden eagle, bald eagle, northern goshawk, merlin, and prairie and peregrine falcon nests during specific species nesting period or until young birds have fledged (Map 3-17, Cody Field Office Approved Resource Management Plan, September 2015). See Appendix N, Seasonal Raptor Stipulations for All Surface-Disturbing and Disruptive Activities (p. 533, Cody Field Office Approved Resource Management Plan, September 2015) for species nesting periods.

- aa. In order to maintain Class III objectives on BLM-administered public lands, the water tank will be painted the flat, non-reflective standard environmental color, Carlsbad Canyon. The tank will be painted within one year of approval of the ROW. Some equipment may be excluded from this painting for safety considerations as required by the Occupational Safety and Health Administration (OSHA), such as safety barricades and devices.

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
AMERICAN WELDING & GAS, INC.					
	04962569	CARBON DIOXIDE/CYLINDER RENTAL	07/31/2017	26.38	.00
Total :				26.38	.00
Total AMERICAN WELDING & GAS, INC.:				26.38	.00
ANIXTER INC					
	3541410-00	NEW TRANSFORMER	08/11/2017	2,851.20	.00
Total :				2,851.20	.00
Total ANIXTER INC:				2,851.20	.00
AUTO PLUMBERS EXHAUST					
	11-3381	CATALYTIC CONVERTER B31	06/07/2017	250.00	.00
Total :				250.00	.00
Total AUTO PLUMBERS EXHAUST:				250.00	.00
BAILEY ENTERPRISES INCORPORATED					
	073117	Unleaded	08/04/2017	549.06	.00
	073117	Unleaded	08/04/2017	63.00	.00
	073117	Unleaded	08/04/2017	1,250.20	.00
	073117	Diesel	08/04/2017	459.67	.00
	073117	Unleaded	08/04/2017	573.41	.00
	073117	Unleaded	08/04/2017	89.04	.00
	073117	Diesel	08/04/2017	105.06	.00
	073117	Unleaded	08/04/2017	40.76	.00
	073117	Unleaded	08/04/2017	97.50	.00
	073117	Diesel	08/04/2017	1,196.74	.00
	073117	Unleaded	08/04/2017	211.02	.00
	073117	Diesel	08/04/2017	2,323.10	.00
	073117	Unleaded	08/04/2017	81.46	.00
	073117	Diesel	08/04/2017	77.84	.00
	073117	Unleaded	08/04/2017	172.36	.00
	073117	Diesel	08/04/2017	274.22	.00
	073117	Unleaded	08/04/2017	52.11	.00
	073117	Diesel	08/04/2017	335.95	.00
	073117	Unleaded	08/04/2017	360.36	.00
Total :				8,312.86	.00
Total BAILEY ENTERPRISES INCORPORATED:				8,312.86	.00
BIG HORN REDI-MIX, INC					
	373434	BEACON HILL VAULTS	08/03/2017	272.00	.00
Total :				272.00	.00
Total BIG HORN REDI-MIX, INC:				272.00	.00
BIOLYNCEUS, LLC					
	6841	BIO-SCRUBBER II	08/09/2017	9,873.60	.00
Total :				9,873.60	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total BIOLYNCEUS, LLC:				9,873.60	.00
BISCHOFF, HAL R & MARILYN K					
MOUNTAIN MIST SPRINKLER & LAND	012842	REPAIRS ON SPRINKLER SYSTEM	07/28/2017	487.02	.00
Total :				487.02	.00
Total BISCHOFF, HAL R & MARILYN K:				487.02	.00
BLANKENSHIP QUALITY CONCRETE LLC					
	1162	CONCRETE WORK	08/02/2017	12,957.27	.00
	1162	CONCRETE WORK	08/02/2017	698.40	.00
Total :				13,655.67	.00
Total BLANKENSHIP QUALITY CONCRETE LLC:				13,655.67	.00
BLUE CROSS BLUE SHIELD OF WYOMING					
	082117	PREMIUM - SEPT 2017	08/21/2017	1,728.18-	.00
	082117	PREMIUM - SEPT 2017	08/21/2017	116,174.57	.00
Total :				114,446.39	.00
Total BLUE CROSS BLUE SHIELD OF WYOMING:				114,446.39	.00
BORDER STATES INDUSTRIES, INC					
	913507472	CODY LABS	08/04/2017	2,581.06	.00
	913525193	SYSTEM MAINTENANCE	08/08/2017	688.61	.00
	913542913	TRAILHEAD 7	08/10/2017	9,021.04	.00
	913578830	Meter F2S 1ph 240v meter C200	08/16/2017	1,522.56	.00
Total :				13,813.27	.00
Total BORDER STATES INDUSTRIES, INC:				13,813.27	.00
BUFFKIN, JOHN					
	080217	CDL CLASS A CDLAMFEE	08/02/2017	46.00	.00
Total :				46.00	.00
Total BUFFKIN, JOHN:				46.00	.00
CITY OF CODY					
	083117	Utilities	08/31/2017	925.03	.00
	083117	Utilities	08/31/2017	12,049.73	.00
	083117	Utilities	08/31/2017	2,132.31	.00
	083117	Utilities	08/31/2017	2,936.65	.00
	083117	Utilities	08/31/2017	8,809.94	.00
	083117	Utilities	08/31/2017	1,320.99	.00
	083117	Utilities	08/31/2017	340.26	.00
	083117	Utilities	08/31/2017	434.81	.00
	083117	Utilities	08/31/2017	8,774.57	.00
	083117	Utilities	08/31/2017	9,939.33	.00
	083117	Utilities	08/31/2017	463.55	.00
	083117	Utilities	08/31/2017	1,988.76	.00
	083117	Utilities	08/31/2017	80.41	.00
	083117	Utilities	08/31/2017	2,255.25	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				52,451.59	.00
Total CITY OF CODY:				52,451.59	.00
CLARK, RONALD W					
TOWN TAXI	080517	TIPSY TAXI VOUCHERS	08/05/2017	161.00	.00
Total :				161.00	.00
Total CLARK, RONALD W:				161.00	.00
DANA KEPNER COMPANY					
	2225612-00	METERS	08/08/2017	4,659.92	.00
	2225612-00	METER	08/08/2017	1,004.00	.00
	2225612-00	METER	08/08/2017	1,153.85	.00
	2225787-00	METER FLANGES & BOLTS	08/11/2017	505.86	.00
Total :				7,323.63	.00
Total DANA KEPNER COMPANY:				7,323.63	.00
DANIELS, DONNA					
	1839	REC CENTER REFUND	08/09/2017	34.00	.00
Total :				34.00	.00
Total DANIELS, DONNA:				34.00	.00
DODD, DANIEL					
	14.3525.24	REFUND DEPOSIT	08/11/2017	18.08	.00
Total :				18.08	.00
Total DODD, DANIEL:				18.08	.00
DOLLARD, JUSTIN					
	1-87994	REIMBURSEMENT FOR PANTS	05/22/2017	158.00	.00
Total :				158.00	.00
Total DOLLARD, JUSTIN:				158.00	.00
EAGLE RECOVERY, LLC					
	12340	TOWING, CHIP SEAL	08/04/2017	60.00	.00
	12965	TOWING - CHIP SEAL	08/08/2017	60.00	.00
	14225	TOWING - CHIP SEAL	08/08/2017	60.00	.00
	14253	TOWING - CHIP SEAL	08/09/2017	65.00	.00
	14256	TOWING - CHIP SEAL	08/10/2017	60.00	.00
	14257	TOWING - CHIP SEAL	08/15/2017	60.00	.00
	14258	TOWING - CHIP SEAL	08/10/2017	60.00	.00
	14259	TOWING - CHIP SEAL	08/10/2017	60.00	.00
	14260	TOWING - CHIP SEAL	08/10/2017	60.00	.00
	14262	TOWING - CHIP SEAL	08/15/2017	60.00	.00
	14455	TOWING - CHIP SEAL	08/08/2017	60.00	.00
	14456	TOWING - CHIP SEAL	08/15/2017	60.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				725.00	.00
Total EAGLE RECOVERY, LLC:				725.00	.00
EASTMAN, RINDA					
	0717	PERSONAL TRAINER - REC CENTER	08/23/2017	542.86	.00
Total :				542.86	.00
Total EASTMAN, RINDA:				542.86	.00
ENGINEERING ASSOCIATES					
	3707037	PROJECT # 17083.00 MUSSER EASEMENT	07/21/2017	593.00	.00
Total :				593.00	.00
Total ENGINEERING ASSOCIATES:				593.00	.00
ESC ENGINEERING					
	17-330879	CORDINATION STUDY	08/14/2017	2,451.00	.00
Total :				2,451.00	.00
Total ESC ENGINEERING:				2,451.00	.00
FALES, JACKIE					
	1838	REC CENTER REFUND	08/09/2017	104.85	.00
Total :				104.85	.00
Total FALES, JACKIE:				104.85	.00
FASTENAL COMPANY 01WYCDY					
	WYCDY72194	CASTERS FOR DUMPSTERS	08/04/2017	105.63	.00
Total :				105.63	.00
Total FASTENAL COMPANY 01WYCDY:				105.63	.00
FOUNTAIN, JENNIFER					
	14.0810.38	REFUND DEPOSIT	08/11/2017	196.52	.00
Total :				196.52	.00
Total FOUNTAIN, JENNIFER:				196.52	.00
GG LIGHTING INC					
	1416	SIGN BOARD	07/31/2017	4,433.00	.00
	1416	SIGN BOARD	07/31/2017	4,433.00	.00
	1416	SIGN BOARD	07/31/2017	4,434.00	.00
Total :				13,300.00	.00
Total GG LIGHTING INC:				13,300.00	.00
H B I INSURANCE					
	1949	BOND - CINDY BAKER	08/10/2017	100.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				100.00	.00
Total H B I INSURANCE:				100.00	.00
HARRIS TRUCKING AND CONSTRUCTION					
WYOMING STEEL SERVICES LLC	005014	RECYCLING HAULING	07/27/2017	475.00	.00
WYOMING STEEL SERVICES LLC	005022	RECYCLING HAULING	08/15/2017	475.00	.00
Total :				950.00	.00
Total HARRIS TRUCKING AND CONSTRUCTION:				950.00	.00
HARRIS TRUCKING AND CONSTRUCTION CO.					
	129651	PATCHING	07/22/2017	4,046.08	.00
	129675	ASPHALT FOR CIRCLE DR	07/29/2017	2,243.20	.00
	129679	EAST REPAIR	07/29/2017	108.00	.00
	129727	ASPHALT	08/05/2017	4,368.64	.00
	129744	ASPHALT	08/08/2017	5,440.00	.00
	129760	ASPHALT	08/12/2017	1,148.80	.00
Total :				17,354.72	.00
Total HARRIS TRUCKING AND CONSTRUCTION CO.:				17,354.72	.00
HIGH COUNTRY ROOFING					
	1755	SHOP ROOF REPAIR	08/15/2017	8,700.00	.00
Total :				8,700.00	.00
Total HIGH COUNTRY ROOFING:				8,700.00	.00
INDUSTRIAL SYSTEMS INC					
	38112	CIRCUIT BOARD	08/04/2017	982.51	.00
Total :				982.51	.00
Total INDUSTRIAL SYSTEMS INC:				982.51	.00
J & S CORPORATION					
BIG HORN GLASS	37200	WINDOW AT REC CENTER	07/31/2017	421.89	.00
Total :				421.89	.00
Total J & S CORPORATION:				421.89	.00
JENSEN, FRANKLIN					
C/O SAGE REALTY	15.6655.45	REFUND DEPOSIT	08/10/2017	152.06	.00
Total :				152.06	.00
Total JENSEN, FRANKLIN:				152.06	.00
JONES, AMY					
	082317	PERSONAL TRAINING - REC CENTER	08/23/2017	425.95	.00
Total :				425.95	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total JONES, AMY:				425.95	.00
JUST BE YOU INC					
CHILDREN'S PLAY STRUCTURES & R	SO8326	MENTOCK PARK	08/20/2017	1,591.00	.00
CHILDREN'S PLAY STRUCTURES & R	SO8326	MENTOCK PARK	08/20/2017	2,709.00	.00
Total :				4,300.00	.00
Total JUST BE YOU INC:				4,300.00	.00
KEELE SANITATION, LLC					
	608999	TEMP. RESTROOMS @ BALLFIELDS	07/26/2017	150.00	.00
Total :				150.00	.00
Total KEELE SANITATION, LLC:				150.00	.00
KRUBECK, LUCAS					
	0717	PERSONAL TRAINER - REC CENTER	08/09/2017	799.25	.00
Total :				799.25	.00
Total KRUBECK, LUCAS:				799.25	.00
KYLE, BREANN					
	1837	REC CENTER REFUND	08/09/2017	56.00	.00
Total :				56.00	.00
Total KYLE, BREANN:				56.00	.00
LOCAL GOVERNMENT LIABILITY POOL					
	11152	CLAIM AGAINST CITY	08/10/2017	527.98	.00
Total :				527.98	.00
Total LOCAL GOVERNMENT LIABILITY POOL:				527.98	.00
MARTIN, ALICIA					
	13.2050.32	REFUND OVERPAYMENT	08/04/2017	124.06	.00
Total :				124.06	.00
Total MARTIN, ALICIA:				124.06	.00
MONARCH LIMITED LLC					
	1200-8	REFUND ENCROACHMENT DEPOSIT	08/22/2017	150.00	.00
Total :				150.00	.00
Total MONARCH LIMITED LLC:				150.00	.00
MONTANA LIMESTONE COMPANY					
	0817CW16299	REC CENTER LANDSCAPING	08/17/2017	612.72	.00
Total :				612.72	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total MONTANA LIMESTONE COMPANY:				612.72	.00
MOORE, CHARLES D					
CMS CONSULTING LLC	CMS17021	CONCERT IN THE PARK	07/01/2017	2,100.00	.00
Total :				2,100.00	.00
Total MOORE, CHARLES D:				2,100.00	.00
MSPS					
MOUNTAIN STATES PIPE & SUPPLY	INV5231	ltron 100W ERT, W/PLUG	07/21/2017	3,888.00	.00
MOUNTAIN STATES PIPE & SUPPLY	INV5231	SHIPPING	07/21/2017	33.64	.00
Total :				3,921.64	.00
Total MSPS:				3,921.64	.00
NORTHWEST PIPE					
	1841417	6" Megalug for PVC, w/acc.	07/31/2017	250.16	.00
	1841417	4" Gland pack, complete	07/31/2017	71.56	.00
	1841417	4" MJ, CI tee	07/31/2017	60.81	.00
	1841417	4" x 12" MJ solid sleeve	07/31/2017	40.75	.00
	1841417	6" MJ x 4" MJ reducer	07/31/2017	43.89	.00
	1841417	6" MJ x MJ gate valve	07/31/2017	628.84	.00
	1841417	5 1/4" Kennedy Fire Hydrant (6' bury)	07/31/2017	2,100.00	.00
	1850697	Saddle Tapping 10" x 3/4"	08/14/2017	109.45	.00
Total :				3,305.46	.00
Total NORTHWEST PIPE:				3,305.46	.00
ONE-CALL OF WYOMING					
	45671	ONE CALL FEES - JULY 2017	08/04/2017	26.44	.00
	45671	ONE CALL FEES - JULY 2017	08/04/2017	26.44	.00
	45671	ONE CALL FEES - JULY 2017	08/04/2017	26.44	.00
	45671	ONE CALL FEES - JULY 2017	08/04/2017	26.43	.00
Total :				105.75	.00
Total ONE-CALL OF WYOMING:				105.75	.00
PARK COUNTY					
	3008	LEC CONTRACT - DISPATCH	07/01/2017	24,322.55	.00
	3008	LEC CONTRACT - CONSOLE	07/01/2017	3,773.44	.00
	3008	LEC CONTRACT - UTILITIES	07/01/2017	1,189.67	.00
	3030	LEC CONTRACT - DISPATCH	08/01/2017	24,322.55	.00
	3030	LEC CONTRACT - CONSOLE	08/01/2017	3,773.44	.00
	3030	LEC CONTRACT - UTILITIES	08/01/2017	1,093.33	.00
Total :				58,474.98	.00
Total PARK COUNTY:				58,474.98	.00
POWELL LOCK					
	1777	Rebuild cylinder & keys	08/25/2017	16.00	.00
	1777	REBUILD CYLINDER & KEYS	08/25/2017	60.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				76.00	.00
Total POWELL LOCK:				76.00	.00
PREMIER CALIBRATING & TECHNICAL SERVICES					
	1186	METER TEST BD CALIBRATION	07/31/2017	1,500.00	.00
Total :				1,500.00	.00
Total PREMIER CALIBRATING & TECHNICAL SERVICES:				1,500.00	.00
PROFFIT, DOUGLAS J					
PROFFITS ENTERPRISES LLC	6078	CONTRACT MOWING GREYBULL/TAGGART HILLS	07/27/2017	950.00	.00
Total :				950.00	.00
Total PROFFIT, DOUGLAS J:				950.00	.00
PROFFITS LAWN CARE					
	1499-3	REFUND ENCROACHMENT DEPOSIT	08/22/2017	150.00	.00
Total :				150.00	.00
Total PROFFITS LAWN CARE:				150.00	.00
QUALITY ASPHALT PAVING, INC					
	1649	ASPHALT PATCHING	07/19/2017	14,752.00	.00
Total :				14,752.00	.00
Total QUALITY ASPHALT PAVING, INC:				14,752.00	.00
QUARTER CIRCLE JUG CUSTOM SHIRTS					
	1.2770.17	REFUND DEPOSIT	08/23/2017	541.81	.00
Total :				541.81	.00
Total QUARTER CIRCLE JUG CUSTOM SHIRTS:				541.81	.00
ROCKY MOUNTAIN HOIST SERVICES INC					
	4834	LIFT INSPECTIONS	07/17/2017	377.58	.00
	4834	LIFT INSPECTIONS	07/17/2017	941.16	.00
	4834	LIFT INSPECTIONS	07/17/2017	470.58	.00
	4834	LIFT INSPECTIONS	07/17/2017	1,318.74	.00
	4834	LIFT INSPECTIONS	07/17/2017	563.58	.00
	4834	LIFT INSPECTIONS	07/17/2017	470.58	.00
Total :				4,142.22	.00
Total ROCKY MOUNTAIN HOIST SERVICES INC:				4,142.22	.00
ROCKY MOUNTAIN POWER					
	081717	UTILITIES	08/17/2017	340.22	.00
	081717	UTILITIES	08/17/2017	28.05	.00
Total :				368.27	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total ROCKY MOUNTAIN POWER:				368.27	.00
RUSKOWSKY, AMY					
	1836	REC CENTER REFUND	08/09/2017	37.50	.00
Total :				37.50	.00
Total RUSKOWSKY, AMY:				37.50	.00
SABER PEST CONTROLL LLC					
	P105	PEST CONTROL - PUBLIC WORKS	08/03/2017	25.00	.00
	P105	PEST CONTROL - PUBLIC WORKS	08/03/2017	25.00	.00
	P105	PEST CONTROL - PUBLIC WORKS	08/03/2017	25.00	.00
	P105	PEST CONTROL - PUBLIC WORKS	08/03/2017	25.00	.00
	R104	PEST CONTROL RECYCLING/SANITATION	08/09/2017	60.00	.00
	W104	PEST CONTROL WASTEWATER	08/09/2017	40.00	.00
Total :				200.00	.00
Total SABER PEST CONTROLL LLC:				200.00	.00
SAGE CIVIL ENGINEERING					
	2873	TRAIL HEAD PARK	08/15/2017	2,685.00	.00
Total :				2,685.00	.00
Total SAGE CIVIL ENGINEERING:				2,685.00	.00
SANCHEZ, SARA					
	14.2290.38	REFUND DEPOSIT	08/15/2017	131.31	.00
Total :				131.31	.00
Total SANCHEZ, SARA:				131.31	.00
SHAW, DAVID					
	13.3750.11	REFUND CREDIT DEPOSIT FROM DEPOSIT APPLIED	08/25/2017	500.00	.00
Total :				500.00	.00
Total SHAW, DAVID:				500.00	.00
SHEETS, BILL					
WILD WEST CONSTRUCTION	072117	PREP AND PAVE CUTS IN STREETS	07/21/2017	8,966.50	.00
Total :				8,966.50	.00
Total SHEETS, BILL:				8,966.50	.00
SNO SHAVERS					
	080917	KIDS ON THE MOVE PROGRAM	08/09/2017	141.00	.00
Total :				141.00	.00
Total SNO SHAVERS:				141.00	.00
SOFT TOUCH DESIGNS, INC.					
	4793	GYM/RACQUETBALL FLOOR RESURFACE	08/02/2017	9,876.50	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
	4822	FLOOR REFINISHING-AUD/CLUB ROOM/STAGE	08/22/2017	6,442.24	.00
Total :				16,318.74	.00
Total SOFT TOUCH DESIGNS, INC.:				16,318.74	.00
SQUAD ROOM EMBLEMS					
	071817	BADGE REFURBISH	07/18/2017	556.22	.00
Total :				556.22	.00
Total SQUAD ROOM EMBLEMS:				556.22	.00
STROH'S INDUSTRIAL LUBRICATION					
	2107	SUPPLIES	08/08/2017	370.00	.00
Total :				370.00	.00
Total STROH'S INDUSTRIAL LUBRICATION:				370.00	.00
SUNLIGHT SPORTS					
	518-4	REFUND ENCROACHMENT DEPOSIT	08/22/2017	150.00	.00
Total :				150.00	.00
Total SUNLIGHT SPORTS:				150.00	.00
SYSTEMS GRAPHICS INC					
ADVANCED INFO SYSTEMS	13919	CYCLE 4 OUTSOURCE BILLS	08/04/2017	2.32	.00
ADVANCED INFO SYSTEMS	13919	CYCLE 4 OUTSOURCE BILLS	08/04/2017	25.49	.00
ADVANCED INFO SYSTEMS	13919	CYCLE 4 OUTSOURCE BILLS	08/04/2017	39.39	.00
ADVANCED INFO SYSTEMS	13919	CYCLE 4 OUTSOURCE BILLS	08/04/2017	16.22	.00
ADVANCED INFO SYSTEMS	13919	CYCLE 4 OUTSOURCE BILLS	08/04/2017	148.28	.00
ADVANCED INFO SYSTEMS	13946	CYCLE 1 OUTSOURCE BILLS	08/18/2017	4.08	.00
ADVANCED INFO SYSTEMS	13946	CYCLE 1 OUTSOURCE BILLS	08/18/2017	48.90	.00
ADVANCED INFO SYSTEMS	13946	CYCLE 1 OUTSOURCE BILLS	08/18/2017	69.28	.00
ADVANCED INFO SYSTEMS	13946	CYCLE 1 OUTSOURCE BILLS	08/18/2017	28.53	.00
ADVANCED INFO SYSTEMS	13946	CYCLE 1 OUTSOURCE BILLS	08/18/2017	256.72	.00
ADVANCED INFO SYSTEMS	13950	CYCLE 2 OUTSOURCE BILLS	08/22/2017	1.81	.00
ADVANCED INFO SYSTEMS	13950	CYCLE 2 OUTSOURCE BILLS	08/22/2017	21.68	.00
ADVANCED INFO SYSTEMS	13950	CYCLE 2 OUTSOURCE BILLS	08/22/2017	30.71	.00
ADVANCED INFO SYSTEMS	13950	CYCLE 2 OUTSOURCE BILLS	08/22/2017	12.64	.00
ADVANCED INFO SYSTEMS	13950	CYCLE 2 OUTSOURCE BILLS	08/22/2017	113.80	.00
Total :				819.85	.00
Total SYSTEMS GRAPHICS INC:				819.85	.00
TAYLOR QUARRY LLC					
	8033	BALLFIELD SCORIA	08/15/2017	225.60	.00
Total :				225.60	.00
Total TAYLOR QUARRY LLC:				225.60	.00
TEREX UTILITIES INC					
DBA TEREX SERVICES	90847958	TRUCK TEST	07/26/2017	1,887.80	.00
DBA TEREX SERVICES	90847960	TRUCK TEST	07/26/2017	1,057.79	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				2,945.59	.00
Total TEREX UTILITIES INC:				2,945.59	.00
THE OFFICE SHOP INC					
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
	64804	COPIER MAINTENANCE	07/28/2017	13.59	.00
Total :				81.54	.00
Total THE OFFICE SHOP INC:				81.54	.00
TRINITY LUTHERN CHURCH					
	1840	REC CENTER REFUND	08/09/2017	25.00	.00
Total :				25.00	.00
Total TRINITY LUTHERN CHURCH:				25.00	.00
UNITED METHODIST WOMEN					
C/O SHERON PORTER	1841	REC CENTER REFUND	08/09/2017	25.00	.00
Total :				25.00	.00
Total UNITED METHODIST WOMEN:				25.00	.00
UTILITY LINE DESIGN, LLC					
	1303	DUES & SUBSCRIPTIONS	08/12/2017	250.00	.00
Total :				250.00	.00
Total UTILITY LINE DESIGN, LLC:				250.00	.00
WESCO RECEIVABLES CORP					
	131989	TOOLS	08/15/2017	124.50	.00
	132415	SYSTEM MAINTENANCE	08/16/2017	1,536.85	.00
Total :				1,661.35	.00
Total WESCO RECEIVABLES CORP:				1,661.35	.00
WESTERN UNITED ELECTRIC SUPPLY					
	4101049	FIBER GLASS X ARM 8' TANGENT-TB2000	08/08/2017	516.65	.00
	4101049	FIBER GLASS X ARM 8' DEADEND-DA3000	08/08/2017	203.33	.00
	4101049	FREIGHT	08/08/2017	255.15	.00
	4101166	SYSTEM UPGRADE	08/03/2017	334.61	.00
	4101377	TRAILHEAD 7	08/10/2017	11,887.47	.00
	4101693	Conduit, 6" PVC - 3' radius 90	08/15/2017	417.60	.00
	4101693	SUPPLIES	08/15/2017	130.02	.00
	4101693	FREIGHT	08/15/2017	94.32	.00
Total :				13,839.15	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total WESTERN UNITED ELECTRIC SUPPLY:				13,839.15	.00
WILCOXSON'S					
	771537	ICE CREAM SOCIAL	08/17/2017	263.25	.00
Total :				263.25	.00
Total WILCOXSON'S:				263.25	.00
WILLIS, MATTHEW					
	1555-1	REFUND ENCROACHMENT DEPOSIT	08/22/2017	150.00	.00
Total :				150.00	.00
Total WILLIS, MATTHEW:				150.00	.00
WORTHAM, RAYNA					
	080817	REIMBURSEMENT FOR TRAVEL EXPENSE - MEALS	08/08/2017	89.63	.00
Total :				89.63	.00
Total WORTHAM, RAYNA:				89.63	.00
WYOMING FIRE SAFETY, LC					
	41325	SAFETY SUPPLIES	08/16/2017	200.00	.00
Total :				200.00	.00
Total WYOMING FIRE SAFETY, LC:				200.00	.00
WYOMING LAW ENFORCEMENT ACADEMY					
	S-10242	FTO - TRAINING C24 & C7	07/31/2017	650.00	.00
Total :				650.00	.00
Total WYOMING LAW ENFORCEMENT ACADEMY:				650.00	.00
WYOMING SWIM CAMP					
	081417	SWIM CAMP	08/14/2017	2,665.00	.00
Total :				2,665.00	.00
Total WYOMING SWIM CAMP:				2,665.00	.00
Grand Totals:				422,342.05	.00
				Payroll 08/23/17	241,322.12
					663,664.17

Report Criteria:
 Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
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Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
LOMCO INC					
	002848-01	CHIP SEAL TRUCKING - OIL	08/18/2017	1,313.92	.00
	027700-01	CHIP SEAL OIL TRUCKING	08/18/2017	1,492.25	.00
	028126-01	CHIP SEAL TRUCKING - OIL	08/18/2017	1,446.02	.00
	028128-01	CHIP SEAL TRUCKING - OIL	08/18/2017	1,348.87	.00
	028135-01	CHIP SEAL OIL TRUCKING	08/08/2017	1,282.69	.00
	028137-01	CHIP SEAL OIL TRUCKING	08/08/2017	1,293.58	.00
	028143-01	CHIP SEAL TRUCKING - OIL	08/18/2017	1,592.91	.00
	028161-01	CHIP SEAL TRUCKING - OIL	08/18/2017	1,325.59	.00
Total :				11,095.83	.00
Total LOMCO INC:				11,095.83	.00
WESTERN EMULSIONS INC					
	10-336000	CHIP SEAL OIL	08/01/2017	3,287.00	.00
	10-336218	CHIP SEAL OIL	08/01/2017	17,646.25	.00
	10-336219	CHIP SEAL OIL	08/02/2017	17,589.25	.00
	10-336220	CHIP SEAL OIL	08/04/2017	15,836.50	.00
	10-337071	CHIP SEAL OIL	08/07/2017	16,026.50	.00
	10-337072	CHIP SEAL OIL	08/07/2017	17,594.00	.00
	10-337073	CHIP SEAL OIL	08/08/2017	17,632.00	.00
	10-337074	CHIP SEAL OIL	08/09/2017	18,107.00	.00
	10-337075	CHIP SEAL OIL	08/10/2017	15,941.00	.00
Total :				139,659.50	.00
Total WESTERN EMULSIONS INC:				139,659.50	.00
Grand Totals:				150,755.33	.00