

City of Cody City Council

AGENDA

Tuesday, February 6, 2018 – **Special Work Session 6:30 -6:45 p.m.– Stu Allen - Detention Ponds**

(Pre-Meeting to begin at 6:45 p.m.) Regular Meeting 7:00 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

Introduction – Oath of Office – Police Officer Tyler Eubanks

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 January 16, 2018 and Special Work Session Minutes from January 26, 2018.
- b. Approve Vouchers and Payroll in the amount of \$518,283.71.
- c. Appoint Landon Greer as Council President and Jerry Fritz as Council Vice President for a one-year term ending December 31, 2018.
- d. Approve a request from Jeremy Johnston, on behalf of the Buffalo Bill Center of the West, to close Coe Circle in front of the Statute for approximately 30 minutes on Monday, February 26, 2018 for the Annual FFA wreath laying ceremony and allow traffic to be directed north through West Park Hospital's small parking lot.
- e. Approve the award of 3/8" Chip Seal Aggregate to Harris Trucking & Construction Co. Cody, WY for 12,000 tons of material in the amount of \$17/Ton, with a total price of \$204.00.
- f. Nominate Kelley Millar, Clerk/Treasurer Upton; Michelle Sussex, Clerk/Treasurer Lingle; Tracy Glanz Clerk/Treasurer, Worland; and Judy Just, LGLP to the WAM -JPIC Board for three and/or two-year terms as noted on nomination form.
- g. Authorize Barry Cook, City Administrator to sign the retainage release document for the Trailhead Open Space Project to Nicholson Dirt Contracting, with a release date of on or after February 7, 2018.
- h. Approve a request from the event sponsors for the Buffalo Bill Cody Races to hold a half Marathon and 10K race starting at 9:00 a.m. on September 22, 2018. Allowing use of City Streets and providing traffic control at the intersection of 17th Street and Beck Avenue at the start of the

race. Also allow for a street closures on 10th Street between Sheridan Avenue and Beck Avenue from 6:00 a.m. to 2:00 p.m.

- i. Authorize the Mayor to enter into and Sign a Grant Agreement between the City of Cody and the Wyoming Office of State Lands and Investments for a grant in the amount of \$650,000.00 for the Wastewater Treatment Facility Upgrade and Expansion Phase 2 project, contingent up on review and approval by the City Attorney.

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

3. Public Hearing

a. A public hearing to gather public input and provide information on the completion of the Cody Cupboard Building Renovation located at 602 15th Street in Cody funded through the Community Development Block Grant awarded to the City by the Wyoming Business Council.

4. Conduct of Business

a. RESOLUTION 2018-07 – CONSENSUS FUNDING REQUEST
RESOLUTION TO CONSIDER A REQUEST TO UTILIZE CONSENSUS
FUNDS (PARK COUNTY PORTION) FOR OVERRUN COST ON THE
FAIRGROUNDS DRAINAGE PROJECT FOR PARK COUNTY
WYOMING.

Spokesperson: Colleen Renner, Park County Clerk

b. RESOLUTION 2018-05
WYOMING COMMERCIAL AIR SERVICE IMPROVEMENT PLAN
RESOLUTION.

Spokesperson: Barry Cook, City Administrator

c. RESOLUTION 2018-04
A RESOLUTION PROVIDING FOR THE APPOINTMENT OF A
MEMBER TO THE WYOMING MUNICIPAL POWER AGENCY BOARD
FROM THE CITY OF CODY.

Spokesperson: Cindy Baker, Administrative Services Officer

d. RESOLUTION 2018-03
A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR
FISCAL YEAR 2017-2018.

Spokesperson: Leslie Brumage, Finance Officer

e. ORDINANCE 2018-01 SECOND READING
AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF
CODY, WYOMING OF LANDS OWNED BY SAM PROPERTIES, LLC.

Staff Reference: Todd Stowell, City Planner

b. ORDINANCE 20178-02 SECOND READING
AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF
CODY, WYOMING OF LANDS OWNED BY DUKU, LLC.

Staff Reference: Todd Stowell, City Planner

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

Upcoming Meetings:

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February 13, 2018 – Tuesday - Work Session 4:15 p.m.
February 20, 2018 – Tuesday – Regular Council Meeting 7:00 p.m.
March 6, 2018 – Tuesday – Regular Council Meeting 7:00 p.m.

**City of Cody
Council Proceedings
Tuesday, January 16, 2018**

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, January 16, 2018 7:00 p.m.

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

Absent: None

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 presented including Minutes – Regular Minutes from January 2, 2018 and Special Work Session Minutes from January 9, 2018; approve Vouchers and Payroll in the amount of \$1,653,959.46; approval of the Official Community Appointments for 2018: Alternate Municipal Court Judges, John Housel and Jim Allison; and Alternate Magistrate for Municipal Court, Tom Keegan; appoint Council Members Karen Ballinger and Jerry Fritz to the Urban Systems Board for a three-year term ending December 31, 2020; appoint Council Member Stan Wolz to the Shoshone Recreation District Board for a three-year term ending December 31, 2020; appoint Council Member Karen Ballinger to the Park County Drug Court for a one-year term ending December 31, 2018; authorize the Mayor to enter into and sign a three-year lease agreement between the City of Cody and Hands2Help LLC, to rent office space in the Nichol Mall; award an amendment to the professional services contract with Engineering Associates for the City of Cody Phase II sewer facilities and authorize the Mayor to sign the amended contract; approve the Amended Plat of Lot 3 of the CLDC Subdivision; and approve Resolution 2018-01 – A Resolution Adopting the 2018 Electrical Distribution Standards Policy . Vote was unanimous.

At 7:08 p.m. Mayor Hall entered into a public hearing to determine if it is in the public's interest to consider to annex and zone approximately 3.6 acres located on the east side of County Road 3CXS and approximately 450 feet south of the Greybull Highway. Todd Stowell, City Planner provided a summary relating to this annexation. After calling for comments three times and there being none further, Mayor Hall closed the first public hearing at 7:12 p.m. At 7:12 p.m. Mayor Hall entered into the second public hearing to determine if it is in the public's interest to consider to annex and zone approximately 18.7 acres located northeast of the West Cooper Lane and E Avenue intersection. Todd Stowell, City Planner provided a summary relating to this annexation. After calling for comments three times and there being none further, Mayor Hall closed the first public hearing at 7:16 p.m.

Council Member Ballinger made a motion seconded by Council Member Anderson to appoint Erynne Selk to the Planning, Zoning and Adjustment Board for a three-year term ending December 31, 2020. Vote was unanimous.

Council Member Ballinger made a motion seconded by Council Member Wolz to accept and approve staff recommendations to continue with the Urban Deer reduction as outlined in the CPD Urban Deer Reduction Operation Plan and within the Conditions of the 2018 WGFD Chapter 56 Permit. Voting in favor were Council Members Ballinger, Fritz, Anderson, and Mayor Hall. Opposed were Council Members Wolz, Nielson and Greer. Motion carried.

ORDINANCE 2018-01 FIRST READING

AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF CODY, WYOMING OF LANDS OWNED BY SAM PROPERTIES, LLC. Council Member Nielson made a motion seconded by Council Member Greer to approve Ordinance 2018-01 on first reading. Council Member Ballinger made a motion to amend the motion to include the City of Cody paying 60% of the survey required by the State for this annexation. No second to the motion was made, amendment failed. Vote was unanimous on original motion.

ORDINANCE 20178-02 FIRST READING

AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF CODY, WYOMING OF LANDS OWNED BY DUKU, LLC. Council Member Anderson made a motion seconded by Council Member Greer to approve Ordinance 2018-21 on first reading. Vote was unanimous.

There being no further business, the Mayor Hall adjourned the meeting at 8:06 p.m.

City of Cody
Council Proceedings
Friday, January 26, 2018

A special meeting of the Cody City Council was held at the Harris Haston Facility in Cody, Wyoming on Friday, January 26, 2018 at 9:00 a.m.

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

Absent: Council Member Jerry Fritz

Facilitator: Amber Simon-Power

Other Staff: Chuck Baker, Chief of Police, Leslie Brumage, Finance Officer, Rick Manchester Parks, Public Facilities and Recreation Director, Steve Payne, Public Works Director and Todd Stowell, City Planner.

Mayor Hall called the meeting to order at 9:00 a.m.

The Governing Body discussed the following topics:

- Lodging Tax Use Policy
- Capital Project Requests Policy
- Compensation Policy
- Philosophy of the Council Deliberation
- Review of Cody 2020 Community Defined Values & Priorities
- Review Council Priorities and Goals FY17-18 Budget
- Identify and Define Priorities

No action was taken.

There being no further discussion, the meeting adjourned at 4:00 p.m.

Cindy Baker
Administrative Services Officer

Matt Hall
Mayor

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ACKER ELECTRIC INC					
	34042	ELECTRICAL REPAIR AT TRANSFER STATION	12/27/2017	96.00	.00
Total :				96.00	.00
Total ACKER ELECTRIC INC:				96.00	.00
AMERICAN WELDING & GAS, INC.					
	05277632	WELDING SUPPLIES	12/31/2017	28.31	.00
	05277634	CARBON DIOXIDE/CYLINDER RENTAL	12/31/2017	28.31	.00
Total :				56.62	.00
Total AMERICAN WELDING & GAS, INC.:				56.62	.00
ANIXTER INC					
	3774890-00	SYSTEM REPAIRS	01/04/2018	671.40	.00
	3776495-00	TOOLS	01/12/2018	1,763.53	.00
Total :				2,434.93	.00
Total ANIXTER INC:				2,434.93	.00
ARVIG ENTERPRISES INC					
	1606-1	REFUND ENCROACHMENT DEPOSIT	01/10/2018	150.00	.00
Total :				150.00	.00
Total ARVIG ENTERPRISES INC:				150.00	.00
BAILEY ENTERPRISES INCORPORATED					
	123118	Unleaded	01/12/2018	410.28	.00
	123118	Unleaded	01/12/2018	97.75	.00
	123118	Diesel	01/12/2018	.00	.00
	123118	Unleaded	01/12/2018	1,344.62	.00
	123118	Diesel	01/12/2018	159.15	.00
	123118	Unleaded	01/12/2018	85.19	.00
	123118	Unleaded	01/12/2018	73.59	.00
	123118	Unleaded	01/12/2018	75.03	.00
	123118	Diesel	01/12/2018	1,750.87	.00
	123118	Unleaded	01/12/2018	197.73	.00
	123118	Diesel	01/12/2018	2,021.34	.00
	123118	Unleaded	01/12/2018	164.37	.00
	123118	Diesel	01/12/2018	90.21	.00
	123118	Unleaded	01/12/2018	155.87	.00
	123118	Unleaded	01/12/2018	175.43	.00
	123118	Diesel	01/12/2018	539.37	.00
	123118	Unleaded	01/12/2018	189.79	.00
Total :				7,530.59	.00
Total BAILEY ENTERPRISES INCORPORATED:				7,530.59	.00
BARNHART, TED					
	011518	REIMBURSE FOR STEEL TOE BOOTS	01/15/2018	89.99	.00
Total :				89.99	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total BARNHART, TED:				89.99	.00
BELL, CAROL					
	1904	REC CENTER REFUND	01/24/2018	6.30	.00
Total :				6.30	.00
Total BELL, CAROL:				6.30	.00
BLUE CROSS BLUE SHIELD OF WYOMING					
	011518	INSURANCE PREMIUM - FEB 2018	01/15/2018	124,054.13	.00
	011518	INSURANCE PREMIUM - FEB 2018	01/15/2018	2,780.06	.00
Total :				126,834.19	.00
Total BLUE CROSS BLUE SHIELD OF WYOMING:				126,834.19	.00
BORDER STATES INDUSTRIES, INC					
	914459337	Elbow, 1/0 strd 200 amp	01/04/2018	909.00	.00
Total :				909.00	.00
Total BORDER STATES INDUSTRIES, INC:				909.00	.00
C & C WELDING, INC					
	21523	STRAIGHTEN ARM ON GARBAGE TRUCK	12/19/2017	548.42	.00
	21603	SQUARE TUBING	01/23/2018	16.40	.00
Total :				564.82	.00
Total C & C WELDING, INC:				564.82	.00
CHUCKS LAWN CARE					
	32175	TRIM RIGHT OF WAY FOR GARBAGE TRUCKS	01/22/2018	260.00	.00
	32176	TRIM RIGHT OF WAY FOR GARBAGE TRUCKS	01/22/2018	260.00	.00
Total :				520.00	.00
Total CHUCKS LAWN CARE:				520.00	.00
CITY OF CODY					
	013118	UTILITIES	01/31/2018	862.01	.00
	013118	UTILITIES	01/31/2018	6,333.71	.00
	013118	UTILITIES	01/31/2018	2,134.43	.00
	013118	UTILITIES	01/31/2018	2,606.55	.00
	013118	UTILITIES	01/31/2018	7,819.65	.00
	013118	UTILITIES	01/31/2018	1,263.22	.00
	013118	UTILITIES	01/31/2018	325.37	.00
	013118	UTILITIES	01/31/2018	478.19	.00
	013118	UTILITIES	01/31/2018	3,102.00	.00
	013118	UTILITIES	01/31/2018	9,140.94	.00
	013118	UTILITIES	01/31/2018	711.52	.00
	013118	UTILITIES	01/31/2018	2,565.98	.00
	013118	UTILITIES	01/31/2018	31.24	.00
	013118	UTILITIES	01/31/2018	2,226.14	.00
Total :				39,600.95	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total CITY OF CODY:				39,600.95	.00
CITY OF CODY					
	11518	POLICE ID CARDS	01/15/2018	20.00	.00
	11518	ALCOHOL COMPLIANCE CHECKS	01/15/2018	10.30	.00
Total :				30.30	.00
Total CITY OF CODY :				30.30	.00
CLARK, RONALD W					
TOWN TAXI	11618	TIPSY TAXI VOUCHERS	01/16/2018	294.00	.00
Total :				294.00	.00
Total CLARK, RONALD W:				294.00	.00
CODY CHAMBER OF COMMERCE					
	8010	ALCOHOL COMPLIANCE	01/03/2018	230.00	.00
Total :				230.00	.00
Total CODY CHAMBER OF COMMERCE:				230.00	.00
CODY RECREATION FOUNDATION					
	1903	REC CENTER REFUND	01/24/2018	58.40	.00
Total :				58.40	.00
Total CODY RECREATION FOUNDATION:				58.40	.00
DANA KEPNER COMPANY					
	2226260-00	IPERL CABLES	12/27/2017	180.00	.00
	2226260-01	METER, 1" iPERL	12/29/2017	1,170.00	.00
	2226403-00	METER, 1" iPERL	12/28/2017	1,170.00	.00
	2226403-00	SHIPPING	12/28/2017	17.64	.00
Total :				2,537.64	.00
Total DANA KEPNER COMPANY:				2,537.64	.00
DEPT OF FAMILY SERVICES					
ATTN: CENTRAL REGISTRY	0233DEC17	BACKGROUND CHECKS - REC CENTER	11/06/2017	20.00	.00
ATTN: CENTRAL REGISTRY	0233NOV17	BACKGROUND CHECKS - REC CENTER	11/06/2017	10.00	.00
Total :				30.00	.00
Total DEPT OF FAMILY SERVICES:				30.00	.00
DOLLARD, JUSTIN					
	AGH1820350	HOLSTERS	01/17/2018	84.83	.00
Total :				84.83	.00
Total DOLLARD, JUSTIN:				84.83	.00
EAGLE RECOVERY, LLC					
	13376	VEHICLE TOW	12/28/2017	230.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				230.00	.00
Total EAGLE RECOVERY, LLC:				230.00	.00
EASTMAN, RINDA					
	1217	PERSONAL TRAINER - REC CENTER	01/22/2018	374.09	.00
Total :				374.09	.00
Total EASTMAN, RINDA:				374.09	.00
ELECTRICAL ALLY, INC.					
	3870	DISCONNECT AT BECK LAKE	12/19/2017	1,590.00	.00
Total :				1,590.00	.00
Total ELECTRICAL ALLY, INC.:				1,590.00	.00
ENGINEERING ASSOCIATES					
	3711045	PROJECT # 17083.01 - RESET CORNERS BLACKBURN	11/21/2017	238.50	.00
	3801033	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	01/19/2018	1,944.14	.00
	3801033	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	01/19/2018	4,595.24	.00
	3801033	PROJECT NO 14111.01 WWTF PRETREATMENT BLDG EMBANKMENT	01/19/2018	2,297.62	.00
	3801034	PROJECT NO 14111.02 WWTF PHASE 2 PROCESS DESIGN	01/19/2018	6,082.50	.00
Total :				15,158.00	.00
Total ENGINEERING ASSOCIATES:				15,158.00	.00
ESC ENGINEERING					
	18-330012	COORDINATION STUDY	01/05/2018	720.00	.00
Total :				720.00	.00
Total ESC ENGINEERING:				720.00	.00
EVIDENT, INC.					
	125469A	DRUG TEST KITS	11/08/2017	82.92	.00
	125469B	DRUG TEST KITS	11/28/2017	82.92-	.00
Total :				.00	.00
Total EVIDENT, INC.:				.00	.00
FREMONT CHEVROLET BUICK GMC					
	011018	BID BOND RETURN - BID 2017-06	01/10/2018	1,906.00	.00
	RK080317-1	PICKUP FOR ELECTRIC DEPARTMENT	01/10/2018	37,490.06	.00
	RK080317-1	PICKUP TRADE IN	01/10/2018	3,500.00-	.00
Total :				35,896.06	.00
Total FREMONT CHEVROLET BUICK GMC:				35,896.06	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
FULKERSON, JAKE					
	1906	REC CENTER REFUND	01/24/2018	6.30	.00
Total :				6.30	.00
Total FULKERSON, JAKE:				6.30	.00
GERAGHTY, PATRICK					
	1729	REIMBURSEMENT FOR ALTERATIONS & SEWING ON PATCHES	01/11/2018	30.00	.00
Total :				30.00	.00
Total GERAGHTY, PATRICK:				30.00	.00
GLOBAL TECHNOLOGY RESOURCES INC					
	IC0441103	COMPUTER SUPPORT	01/20/2018	819.00	.00
Total :				819.00	.00
Total GLOBAL TECHNOLOGY RESOURCES INC:				819.00	.00
GRIMM, KAREN					
	1905	REC CENTER REFUND	01/24/2018	22.50	.00
Total :				22.50	.00
Total GRIMM, KAREN:				22.50	.00
GROATHOUSE CONSTRUCTION					
	93-37	REFUND ENCROACHMENT DEPOSIT	01/10/2018	150.00	.00
Total :				150.00	.00
Total GROATHOUSE CONSTRUCTION:				150.00	.00
HARRIS TRUCKING AND CONSTRUCTION					
WYOMING STEEL SERVICES LLC	005089	RECYCLING HAULING	01/17/2018	475.00	.00
Total :				475.00	.00
Total HARRIS TRUCKING AND CONSTRUCTION:				475.00	.00
HARRIS TRUCKING AND CONSTRUCTION CO					
PARK COUNTY READY MIX	113499	CONCRETE	12/31/2017	97.75	.00
Total :				97.75	.00
Total HARRIS TRUCKING AND CONSTRUCTION CO:				97.75	.00
HTO CHEMICAL COMPANY					
	1342	BOILER TREATMENT	12/15/2017	398.16	.00
Total :				398.16	.00
Total HTO CHEMICAL COMPANY:				398.16	.00
IACP NET/LOGIN					
	31166	ANNUAL RENEWAL FEE - IACP NET	11/14/2017	525.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				525.00	.00
Total IACP NET/LOGIN:				525.00	.00
JERRY POST PSY D PC					
POST AND ASSOCIATES	8454	PRE-EMPLOYMENT TESTING	01/17/2018	400.00	.00
Total :				400.00	.00
Total JERRY POST PSY D PC:				400.00	.00
JOHNSTON, SHERIDAN					
	1907	REC CENTER REFUND	01/24/2018	19.00	.00
Total :				19.00	.00
Total JOHNSTON, SHERIDAN:				19.00	.00
JONES, AMY					
	11318	PERSONAL TRAINING - REC CENTER	01/23/2018	910.76	.00
Total :				910.76	.00
Total JONES, AMY:				910.76	.00
KRUBECK, LUCAS					
	11518	PERSONAL TRAINER - REC CENTER	01/24/2018	313.61	.00
Total :				313.61	.00
Total KRUBECK, LUCAS:				313.61	.00
MARTIN, KELLY					
	1909	REC CENTER REFUND	01/24/2018	28.00	.00
Total :				28.00	.00
Total MARTIN, KELLY:				28.00	.00
MARTIN, LEO D					
L&M TECH SERVICES	0000307	REPAIR FLOOR SCRUBBER & CARPET EXTRACTER	01/05/2018	307.50	.00
Total :				307.50	.00
Total MARTIN, LEO D:				307.50	.00
MILLER TREE SERVICE LLC					
	0000251	RIGHT OF WAY CLEARING	01/07/2018	4,075.00	.00
Total :				4,075.00	.00
Total MILLER TREE SERVICE LLC:				4,075.00	.00
MOORE, BROOKE					
	1908	REC CENTER REFUND	01/24/2018	35.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				35.00	.00
Total MOORE, BROOKE:				35.00	.00
MSPS					
MOUNTAIN STATES PIPE & SUPPLY	CM349	CREDIT FOR METERS OVERBILLED	01/03/2018	1,296.00-	.00
MOUNTAIN STATES PIPE & SUPPLY	INV6819	ltron 100W ERT, W/PLUG	12/28/2017	1,944.00	.00
MOUNTAIN STATES PIPE & SUPPLY	INV6819	METERS OVERBILLED	12/28/2017	1,296.00	.00
MOUNTAIN STATES PIPE & SUPPLY	INV6911	WATER METER WASHERS	01/09/2018	68.41	.00
MOUNTAIN STATES PIPE & SUPPLY	INV7011	ltron 100W ERT, W/PLUG	01/19/2018	690.00	.00
MOUNTAIN STATES PIPE & SUPPLY	INV7011	SHIPPING	01/19/2018	18.15	.00
Total :				2,720.56	.00
Total MSPS:				2,720.56	.00
OAKWOOD CONSTRUCTION COMPANY					
	844-9	REFUND ENCROACHMENT DEPOSIT	01/10/2018	150.00	.00
Total :				150.00	.00
Total OAKWOOD CONSTRUCTION COMPANY:				150.00	.00
ONE-CALL OF WYOMING					
	47066	ONE-CALL FEES - DEC 2017	01/04/2018	32.25	.00
Total :				32.25	.00
Total ONE-CALL OF WYOMING:				32.25	.00
PARK COUNTY					
	3152	LEC CONTRACT - DISPATCH	01/01/2018	24,322.55	.00
	3152	LEC CONTRACT - CONSOLE	01/01/2018	3,773.44	.00
	3152	LEC CONTRACT - UTILITIES	01/01/2018	1,161.65	.00
	3161	LEC SIGN MAINTENANCE	01/09/2018	294.96	.00
Total :				29,552.60	.00
Total PARK COUNTY:				29,552.60	.00
PAVEMENT MAINTENANCE INC					
	17-269	SNOW REMOVAL	12/17/2017	2,090.00	.00
Total :				2,090.00	.00
Total PAVEMENT MAINTENANCE INC:				2,090.00	.00
PENROSE, AUDRA					
	8.0010.24	REFUND DEPOSIT	01/19/2018	28.02	.00
Total :				28.02	.00
Total PENROSE, AUDRA:				28.02	.00
POWER BUSINESS STRATEGIES					
	012918	PLANNING RETREAT	01/29/2018	800.00	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				800.00	.00
Total POWER BUSINESS STRATEGIES:				800.00	.00
ROCKY MOUNTAIN POWER					
	011918	UTILITIES	01/19/2018	332.73	.00
	011918	UTILITIES	01/19/2018	30.15	.00
Total :				362.88	.00
Total ROCKY MOUNTAIN POWER:				362.88	.00
ROSECHANDLER, DENISE					
	1901	REC CENTER REFUND	01/24/2018	25.00	.00
Total :				25.00	.00
Total ROSECHANDLER, DENISE:				25.00	.00
SABER PEST CONTROLL LLC					
	P110	PEST CONTROL - PUBLIC WORKS	01/03/2018	25.00	.00
	P110	PEST CONTROL - PUBLIC WORKS	01/03/2018	25.00	.00
	P110	PEST CONTROL - PUBLIC WORKS	01/03/2018	25.00	.00
	P110	PEST CONTROL - PUBLIC WORKS	01/03/2018	25.00	.00
	R109	PEST CONTROL RECYCLING/SANITATION	01/03/2018	60.00	.00
	W109	PEST CONTROL WASTEWATER	01/03/2018	40.00	.00
Total :				200.00	.00
Total SABER PEST CONTROLL LLC:				200.00	.00
SHOSHONE RECREATION DISTRICT					
	1902	REC CENTER REFUND	01/24/2018	87.60	.00
Total :				87.60	.00
Total SHOSHONE RECREATION DISTRICT:				87.60	.00
STROH'S INDUSTRIAL LUBRICATION					
	2120	INDUSTRIAL GREASE	01/10/2018	370.00	.00
Total :				370.00	.00
Total STROH'S INDUSTRIAL LUBRICATION:				370.00	.00
SYSTEMS GRAPHICS INC					
ADVANCED INFO SYSTEMS	14145	CYCLE 4 OUTSOURCE BILLS	01/08/2018	2.31	.00
ADVANCED INFO SYSTEMS	14145	CYCLE 4 OUTSOURCE BILLS	01/08/2018	25.36	.00
ADVANCED INFO SYSTEMS	14145	CYCLE 4 OUTSOURCE BILLS	01/08/2018	39.19	.00
ADVANCED INFO SYSTEMS	14145	CYCLE 4 OUTSOURCE BILLS	01/08/2018	16.14	.00
ADVANCED INFO SYSTEMS	14145	CYCLE 4 OUTSOURCE BILLS	01/08/2018	147.55	.00
ADVANCED INFO SYSTEMS	14174	CYCLE 1 OUTSOURCE BILLS	01/19/2018	4.11	.00
ADVANCED INFO SYSTEMS	14174	CYCLE 1 OUTSOURCE BILLS	01/19/2018	49.34	.00
ADVANCED INFO SYSTEMS	14174	CYCLE 1 OUTSOURCE BILLS	01/19/2018	69.90	.00
ADVANCED INFO SYSTEMS	14174	CYCLE 1 OUTSOURCE BILLS	01/19/2018	28.78	.00
ADVANCED INFO SYSTEMS	14174	CYCLE 1 OUTSOURCE BILLS	01/19/2018	259.06	.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total :				641.74	.00
Total SYSTEMS GRAPHICS INC:				641.74	.00
THE RADAR SHOP					
	11316-2	RADAR & LIDAR RECERTIFICATION	12/20/2017	60.00	.00
Total :				60.00	.00
Total THE RADAR SHOP:				60.00	.00
WESCO RECEIVABLES CORP					
	171427	SYSTEM REPAIRS	01/04/2018	468.00	.00
Total :				468.00	.00
Total WESCO RECEIVABLES CORP:				468.00	.00
WESTERN UNITED ELECTRIC SUPPLY					
	4108805	TOOLS	01/04/2018	641.52	.00
	4109473	TOOLS	01/18/2018	655.36	.00
Total :				1,296.88	.00
Total WESTERN UNITED ELECTRIC SUPPLY:				1,296.88	.00
WYOMING AFTERSCHOOL ALLIANCE					
ATTN: LINDA BARTON	11518	Refund unused FRAC grant fund	01/15/2018	1,253.34	.00
Total :				1,253.34	.00
Total WYOMING AFTERSCHOOL ALLIANCE:				1,253.34	.00
WYOMING DEPARTMENT OF HEALTH					
PREVENTATIVE HEALTH & SAFETY DI	10008217	WATER SAMPLE TESTING	01/02/2018	240.00	.00
Total :				240.00	.00
Total WYOMING DEPARTMENT OF HEALTH:				240.00	.00
WYOMING RURAL ELECTRIC ASSOCIATION					
	17-291	EDUCATION & TRAINING	12/29/2017	395.96	.00
Total :				395.96	.00
Total WYOMING RURAL ELECTRIC ASSOCIATION:				395.96	.00
Grand Totals:				285,414.12	.00
				Payroll 01/24/18	232,869.59
					518283.71

City of Cody Agenda Request Form

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

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

Name of person to appear before the Council Jeremy M. Johnston

Organization Represented Buffalo Bill Center of the West

Date you wish to appear before the Council _____

Mailing Address 720 Sheridan Ave Telephone 307-578-4032

E-Mail Address jeremyj@centerofthewest.org

Preferred form of contact: Telephone E-Mail _____

Names of all individuals who will speak on this topic Jeremy Johnston

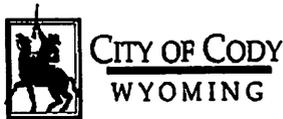
Event Title (if applicable) Buffalo Bill Birthday Wreath Laying Ceremony

Date(s) of Event (if applicable) February 26, 2018

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Request to close portion of Coe Circle for the Buffalo Bill Birthday Wreath Laying ceremony to be conducted by Cody High School FFA on February 26, 2017, from 11:00-12:00. West Park Hospital is aware of the event and has granted permission to route traffic through Monument Entrance/Cafeteria parking lot.

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

Signature  Date _____



Steve Payne <spayne@cityofcody.com>

Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

5 messages

Jeremy Johnston <JeremyJ@centerofthewest.org>

Wed, Jan 17, 2018 at 9:16 AM

To: "McMillan, Doug" <dmcmillan@wphcody.org>, "spayne@cityofcody.com" <spayne@cityofcody.com>, Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>

Gentlemen,

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Best,
Jeremy

Jeremy M. Johnston, Ph.D.

The Hal and Naoma Tate Endowed Chair and Curator of Western History

Ernest J. Goppert Curator of the Buffalo Bill Museum

Managing Editor of *The Papers of William F. Cody*

☎ 307-578-4032
Buffalo Bill Center of the West
720 Sheridan Avenue, Cody, WY 82414
centerofthewest.org



McMillan, Doug <dmcmillan@codyregionalhealth.org>

Wed, Jan 17, 2018 at 9:25 AM

To: Jeremy Johnston <JeremyJ@centerofthewest.org>, "spayne@cityofcody.com" <spayne@cityofcody.com>, Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>, "Waldner, Tim" <twaldner@codyregionalhealth.org>, "Jacobs, Kimberly" <kjacobs@codyregionalhealth.org>

*** Please note my email address has changed from @wphcody.org to @codyregionalhealth.org. Please update my contact information in your files for future correspondence. ***

Jeremy

Cody Regional Health will be happy to close a portion of the circle for the FFA wreath ceremony this year as we have in the past?

From: Jeremy Johnston [mailto:JeremyJ@centerofthewest.org]

Sent: Wednesday, January 17, 2018 9:16 AM

To: McMillan, Doug <dmcmillan@codyregionalhealth.org>; spayne@cityofcody.com; Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>

Subject: Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

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Jeremy Johnston <JeremyJ@centerofthewest.org>

Wed, Jan 17, 2018 at 9:29 AM

To: "McMillan, Doug" <dmcmillan@codyregionalhealth.org>, "spayne@cityofcody.com" <spayne@cityofcody.com>, Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>, "Waldner, Tim" <twaldner@codyregionalhealth.org>, "Jacobs, Kimberly" <kjacobs@codyregionalhealth.org>

Thanks, Doug!

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Sent: Wednesday, January 17, 2018 9:25 AM
To: Jeremy Johnston <JeremyJ@centerofthewest.org>; spayne@cityofcody.com; Troy Wiant <twiant@park6.org>
Cc: Deborah Adams <DeborahA@centerofthewest.org>; Waldner, Tim <twaldner@codyregionalhealth.org>; Jacobs, Kimberly <kjacobs@codyregionalhealth.org>
Subject: RE: Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

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Steve Payne <spayne@cityofcody.com>

Wed, Jan 17, 2018 at 10:02 AM

To: Cindy Baker <cindyb@cityofcody.com>, Rob Kramer <rkramer@cityofcody.com>

Cindy and Rob
FYI

----- Forwarded message -----

From: "Jeremy Johnston" <JeremyJ@centerofthewest.org>

Date: Jan 17, 2018 9:16 AM

Subject: Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

To: "McMillan, Doug" <dmcmillan@wphcody.org>, "spayne@cityofcody.com" <spayne@cityofcody.com>, "Troy Wiant"

<twiant@park6.org>

Cc: "Deborah Adams" <DeborahA@centerofthewest.org>

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720 Sheridan Avenue, Cody, WY 82414

centerofthewest.org



BUFFALO BILL CENTER OF THE WEST

Jeremy Johnston <JeremyJ@centerofthewest.org>

Tue, Jan 23, 2018 at 1:40 PM

To: "McMillan, Doug" <dmcmillan@codyregionalhealth.org>, "spayne@cityofcody.com" <spayne@cityofcody.com>, Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>, "Waldner, Tim" <twaldner@codyregionalhealth.org>, "Jacobs, Kimberly" <kjacobs@codyregionalhealth.org>

Steve,

Attached is the request to appear before the city council. Please let me know if you need anything else from our end. Thanks!

Best,

Jeremy

From: Jeremy Johnston

Sent: Wednesday, January 17, 2018 9:29 AM

To: 'McMillan, Doug' <dmcmillan@codyregionalhealth.org>; spayne@cityofcody.com; Troy Wiant <twiant@park6.org>

Cc: Deborah Adams <DeborahA@centerofthewest.org>; Waldner, Tim <twaldner@codyregionalhealth.org>; Jacobs, Kimberly <kjacobs@codyregionalhealth.org>

Subject: RE: Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

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Cc: Deborah Adams <DeborahA@centerofthewest.org>; Waldner, Tim <twaldner@codyregionalhealth.org>; Jacobs, Kimberly <kjacobs@codyregionalhealth.org>

Subject: RE: Wreath Laying Ceremony for Buffalo Bill's Birthday on February 26th

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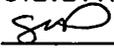
BUFFALO BILL CENTER OF THE WEST

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 **BB Birthday Ceremony Request to City 2018.pdf**
69K

MEETING DATE:	FEBRUARY 6, 2018
DEPARTMENT:	PUBLIC WORKS
PREPARED BY:	STEVE PAYNE, PE
DEPT. DIR. APPROVAL:	
CITY ADM. APPROVAL:	_____
PRESENTED BY:	_____

AGENDA ITEM SUMMARY REPORT

3/8" Chip Seal Aggregate

BACKGROUND

The City of Cody went together with the County to bid 3/8" Chips this year with the thought that both the City and the County would get a beneficial price due to the scale/volumn of chips requested. The City portion of the bid is 12,000 Tons and the County portion, within the Cody District, is 15,000 tons. The apparent low bid price is \$1.50 less per ton than the City paid in 2014.

SUMMARY

Four bids were received at the County for the Cody District 3/8" Chips.

Harris Trucking & Construction Co. Cody, WY submitted one quote for 27,000 tons of 3/8" chip seal aggregate in the amount of \$17 per ton for a total price \$459,000.00.

Big Horn Redi-Mix submitted one quote for 27,000 tons of 3/8" chip seal aggregate in the amount of \$18.00 per ton for a total price of \$486,000.

Mountain Construction submitted one quote for 27,000 tons of 3/8" chip seal aggregate in the amount of \$19.00 per ton for a total price of \$513,000.

Rhine Constuction submitted one quote for 27,000 tons of 3/8" chip seal aggregate in the amount of \$30.98 per ton for a total price of \$836,460. Rhine later provided a second quote which was \$19.44 per ton.

FISCAL IMPACT

The City of Cody Chips will be paid for from the collected Special Purpose Funds. The quantity of chips bid will be cover four years of chipping by the City. The City of Cody will be responsible for \$204,000 of the bid price.

ALTERNATIVES

Approve or deny the award of 3/8" Chip Seal Aggregate to Harris Trucking & Construction Co. Cody, WY for 12,000 tons of material in the amount of \$17/Ton, with a total price of \$204,000.

RECOMMENDATION

Staff recommends the Council approve the award of 3/8" Chips to Harris Trucking & Construction Co. for 12,000 tons of material in the amount of \$17/Ton, with a total price of \$204,000.

AGENDA & SUMMARY REPORT TO:

Brian Edwards, P.E.

Park County Engineer

Park County Public Works Department

1131 11th Street

Cody, WY 82414

(307) 527-8523

www.parkcounty.us

AGENDA ITEM NO. _____



WAM-JPIC

Partners for Health

tel: 307.632.0398

fax: 307.632.1942

MEMORANDUM

TO: Mayors/Managers/Administrators/Clerks
WAM-JPIC Participating Member Entities

FROM: Earla Checchi, Finance Manager

DATE: January 5, 2018

SUBJECT: WAM-JPIC Health Insurance Board Elections

Enclosed are a Notice of Vacancies and a Nomination Form for your WAM-JPIC Joint Powers Board elections. We ask that you respond with your nomination to WAM-JPIC by 5:00pm Friday, February 28, 2018 by mail or fax.

When we receive your nominations as of February 28th, we will send out the election ballot. There is a deadline of April 2, 2018, for election ballots to be received in the WAM-JPIC office. These can be returned by mail or fax.

This is your health insurance and you do have a say in how it is administered. You are encouraged to get involved; to look around your city, town, or joint powers board for an elected or appointed official who is interested in, or has knowledge of health insurance, and would have the time to devote to your WAM-JPIC Joint Powers Board. This Board makes decisions regarding your health insurance program, such as benefits and rates.

The WAM-JPIC Board of Directors meet four times a year. The Board tries to hold meetings in fairly central locations around the State.

Please contact me if I can answer any questions, or be of assistance to you.





WAM-JPIC

Partners for Health

tel: 307.632.0398

fax: 307.632.1942

NOTICE OF VACANCIES

WAM-JPIC BOARD OF DIRECTORS (Wyoming Association of Municipalities-Joint Powers Insurance Coverage)

NOTICE IS HEREBY GIVEN that the terms of five (5) members of the Board of Directors of WAM-JPIC will expire on April 30, 2018. Nominations must be in the WAM-JPIC office, on or before Friday, February 28, 2018 by 5:00pm.

Following is a list of the terms that will expire on April 30, 2018.

1. The Three (3) year term of Council Member Genelle Petsch, Glendo will expire on April 30, 2018. Nominees are needed for a three (3) year term from May 1, 2018 to April 30, 2021. Nominees must be from a participating town.
2. The Two (2) year term of Clerk/Treasurer Kelley Millar, Upton will expire on April 30, 2018. Nominees are needed for a two (2) year term from May 1, 2018 to April 30, 2020. Nominees must be from a participating town.
3. The Three (3) year term of Clerk/Treasurer Michele Sussex, Lingle will expire on April 30, 2018. Nominees are needed for a three (3) year term from May 1, 2018 to April 30, 2021. Nominees must be from a participating town.
4. The Three (3) year term of Clerk/Treasurer Tracy Glanz, Worland will expire on April 30, 2018. Nominees are needed for a three (3) year term from May 1, 2018 to April 30, 2021. Nominees must be from a participating city.
5. The Two (2) year term of Loss Control Representative Judy Just, LGLP will expire on April 30, 2018. Nominees are needed for a two (2) year term from May 1, 2018 to April 30, 2020. Nominees must be from a participating town.

The governing body of each participating member entity and the WAM Executive Board of Directors may mail/fax written nominations for these five positions on the attached form to:

WAM-JPIC Board of Directors
315 W. 27th Street
Cheyenne, WY 82001
Fax: 307-632-1942 or
Email: hecchi@wyomuni.org





WAM-JPIC

Partners for Health

tel: 307.632.0398

fax: 307.632.1942

The present WAM-JPIC Joint Powers Board of Directors consists of the following members:

Administrative Service Officer Cindy Baker, Cody - Chairperson

Clerk/Treasurer Michele Sussex, Lingle*

Clerk/Treasurer Penny Robbins, MountainView

Council Member Kelley Millar, Upton*

Loss Control Representative Judy Just, LGLP (At-Large Seat)*

Mayor Phil Hinds, Evansville

Clerk/Treasurer Tracy Glanz, Worland - Vice Chairperson*

Council Member Genelle Petsch, Glendo*

Clerk/Treasurer Suzie Cox, Saratoga

*Terms expire April 30, 2018

The WAM-JPIC Board at present is comprised of (2) participating first class cities and (6) participating towns and the remaining seat is an at-large seat that can be held by a city, town or joint powers board member. The WAM-JPIC Board tries to also divide the board as evenly as possible between elected and appointed municipal officials. Presently, there are three elected and five appointed municipal officials, and one joint powers board represented. If at all possible, the Board of Directors would like to retain balance for future boards.

A list of participating cities, towns and joint powers boards is attached.

Date: January 5, 2018

Riek Kaysen, Secretary
WAM-JPIC Board





Please nominate person(s) for any or all of the positions available. Please sign the nomination form and return to the WAM office by February 28, 2018 at 5:00pm.

WAM-JPIC

Partners for Health

tel: 307.632.0398
fax: 307.632.1942

1. I hereby nominate the following for the three (3) year town seat. *This person must be from a participating town.*

Name of Nominee

Title of Nominee

2. I hereby nominate the following for the two (2) year town seat. *This person must be from a participating town.*

Name of Nominee

Title of Nominee

3. I hereby nominate the following for a two (2) year at-large seat. *This person must be from a participating city, town or joint powers board.*

Name of Nominee

Title of Nominee

4. I hereby nominate the following for the three (3) year town seat. *This person must be from a participating town.*

Name of Nominee

Title of Nominee

5. I hereby nominate the following for the three (3) year city seat. *This person must be from a participating city.*

Name of Nominee

Title of Nominee

Municipality/Joint Powers Board: _____

Signed By: _____
Mayor/Council President/Chairman

Attest: _____

Please attach a brief resume on the nominees.

THIS NOMINATION FORM MUST BE RECEIVED AT THE WAM-JPIC OFFICE ON OR BEFORE FEBRUARY 28, 2018 AT 5:00PM.

Please fax, email or mail the Nomination Form to:

WAM-JPIC
315 W. 27th St.

Cheyenne, WY 82001

Fax: 307-632-1942 or Email: hecchi@wvomuni.org





WAM-JPIC

Partners for Health

tel: 307.632.0398

fax: 307.632.1942

WAM-JPIC Participating Member Entities

Cities

Cody
Worland

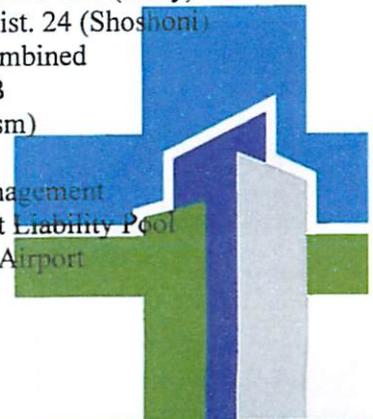
Towns

Alpine
Baggs
Bairoil
Bar Nunn
Bear River
Big Piney
Burns
Byron
Cowley
Diamondville
Dixon
Dubois
East Thermopolis
Edgerton
Elk Mountain
Encampment
Evansville
Fort Laramie
Glenrock
Glendo
Guernsey
Hudson
Hulett
Kaycee
LaBarge
LaGrange
Lingle
Lovell
Lyman
Marbleton
Medicine Bow
Meeteetse
Midwest

Mountain View
Pavillion
Pinedale
Pine Haven
Ranchester
Rock River
Rolling Hills
Saratoga
Shoshoni
Sinclair
Superior
Ten Sleep
Upton
Wamsutter

Joint Powers Boards

Amoco Reuse JPB
Bridger Valley JPB
Campbell County Lodging Tax JPB
Cheyenne Airport Board
Green River/Rock Springs/Sweetwater Cty.
 WY Water JPB
High Country JPB (Hanna)
Jackson Hole Airport
Kaycee Buffalo Johnson County JPB
Kemmerer-Diamondville Water &
 Wastewater JPB (Kemmerer)
Rock Springs Sweetwater Cty. Airport
Shoshone Municipal Water JPB (Cody)
Shoshoni Recreation Dist. 24 (Shoshoni)
Sweetwater RS/GR Combined
 Communications JPB
Visit Cheyenne (Tourism)
WAM-JPIC
WY Assn. of Risk Management
WY Local Government Liability Pool
Yellowstone Regional Airport



MEETING DATE: FEBRUARY 6, 2018

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Retainage Release – Trailhead open space phase 2

ACTION TO BE TAKEN:

Authorize Barry A. Cook, City Administrator to sign the retainage release document for the Trailhead open space project to Nicholson Dirt Contracting, with a release date of on or after February 7, 2018

SUMMARY OF INFORMATION:

The City of Cody has deposited a total of \$7,526.40 into a retainage account for Nicholson Dirt Contracting for the Trailhead open space phase 2 project. The final payment has been advertised and the 41-day period will be over on February 7, 2018 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. _____

CITY OF CODY

Notice of Final Payment to Contractor

Notice is hereby given according to Wyoming Statute §16-6-116 that the City of Cody has accepted the Work as complete, according to the Plans, Specifications and Rules set forth in the Contract between the City of Cody and Nicholson Dirt Contracting, Cody WY, for the Trailhead Park – Town Lateral Pipeline Project, Cody WY Bid No. #2017-13. The above mentioned Contractor is entitled to final settlement. Therefore, on February 7, 2018, being the forty-first (41st) day after the first date of Advertisement, the City of Cody will pay the above-mentioned Contractor the full amount due under said Contract, provided that all punch list items and project close-out items are complete.

Dated this 21st day of December, 2017.

ATTEST: Administrative Services Officer – Cindy Baker

Cody Enterprise

Legal

Please Publish:

1. Thursday, December 28, 2017
2. Thursday, January 4, 2018
3. Thursday, January 11, 2018

RETAINAGE RELEASE

I the undersigned representative of the Project Owner do hereby authorize
Wells Fargo Bank, NA (Depository) to release all funds
from Account No. 5912134169, held in the name of Nicholson Dirt Contracting
(Contractor) for the project Trailhead Open Space
on or after 02/07/18 (date).

PROJECT OWNER

City of Cody, PO Box 2200 Cody, WY 82414

Barry A. Cook, City Administrator

Date

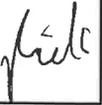
On this, the _____ day of _____, 20____, before me a notary public, the undersigned officer, personally

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: _____

MEETING DATE: JANUARY 16, 2017
DEPARTMENT: PARKS, RECREATION &
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: RICK MANCHESTER



AGENDA ITEM SUMMARY REPORT

Buffalo Bill Cody Races Half Marathon and 10K

ACTION TO BE TAKEN

Request City Council to approve the Buffalo Bill Cody Races to hold a half marathon (13.1 Miles) and a 10 K (6.2 Mile) race starting at 9 am on September 22, 2018.

SUMMARY OF INFORMATION

On September 22, starting at 9 am, Buffalo Bill Cody Races would like to hold their second annual half marathon and 10K race starting and ending at City Park.

These races are being developed to be sustainable, long-term events in Cody that not only benefit individual community members through participation and involvement, but also businesses, local area non-profits, and the city as a whole.

In the 2017, inaugural year, the Buffalo Bill Cody Races were able to raise \$2,100 to donate to local organizations in need such as Heart Mountain Volunteer Clinic, CHS Team Leadership Coalition, the Outdoor Club, and Heart Mountain Wreck on Wheels Roller Derby.

The Buffalo Bill Cody Races are requesting assistance with traffic control at the intersection of 17th Street and Beck Avenue between 9am and 10am to allow safe crossing by the runners.

They would also request a street closure on 10 Street between Sheridan Avenue and Beck Avenue from 6 am until 2 pm.

10K Course

- 10th Street south to Beck Avenue
- Beck Avenue east to 20th Street
- 20th Street north to East Sheridan Avenue
- Sheridan Avenue east to 31st Street
- 31st Street south to East Carter Avenue
- East Carter Avenue west to 29th Street
- 29th Street south and turning into Mountain View Drive then onto Lt. Childers Street
- Lt. Childers Street south to Greybull Highway
- Greybull Highway west to Meadow Lane Avenue
- Meadow Lane Avenue west to Skyline Drive

The Buffalo Bill Cody Races will provide the Recreation Department with proof of insurance for this event.

ALTERNATIVES

1. Approve the Buffalo Bill Cody Races
2. Approve with conditions
3. Deny the request

ATTACHMENTS

Maps of the planned race routes

AGENDA & SUMMARY REPORT TO

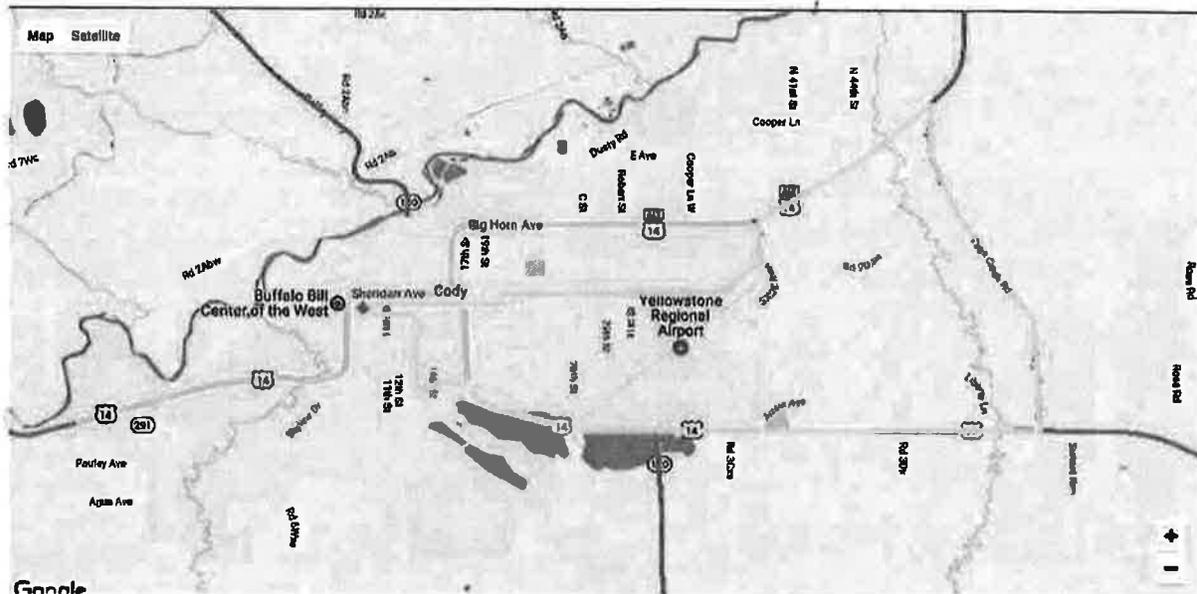
Rick Manchester, Parks, Recreation & Public Facilities Director (307) 587-0400
Mike Fink, Public Facilities and Recreation Superintendent (307) 587-0400
Janie Schneider, Buffalo Bill Cody Races

Half Marathon Course Proposal #1

September 23rd, 2017 @ 8am

13.1 Miles

Start/Finish: City Park on 10th St. Cody, WY



- Follow 10th St south to Beck Ave and turn left onto Beck Ave
- East on Beck Ave for .93 miles to 20th St
- Left on 20th St north to east Sheridan
- Sheridan east for 2 miles to Beacon Hill Rd
- Beacon Hill Rd north for .25 miles to Powell Highway

(Runners remain on right side of Powell Highway for this short section. Ample shoulders and two traffic lanes allow runners to remain safe without having to cross this busy highway)

- Powell Highway east for about 1.5 Miles to Sage Creek Rd
- Sage Creek Rd south to Greybull Highway

(Runners cross Highway here to continue running on left side of Greybull Highway)

- Greybull Highway west for 4.25 miles
- Meadow Lane Ave west for almost .5 miles
- Heart Mountain St north for .5 miles to Beck Ave
- Beck Ave west back to start/finish

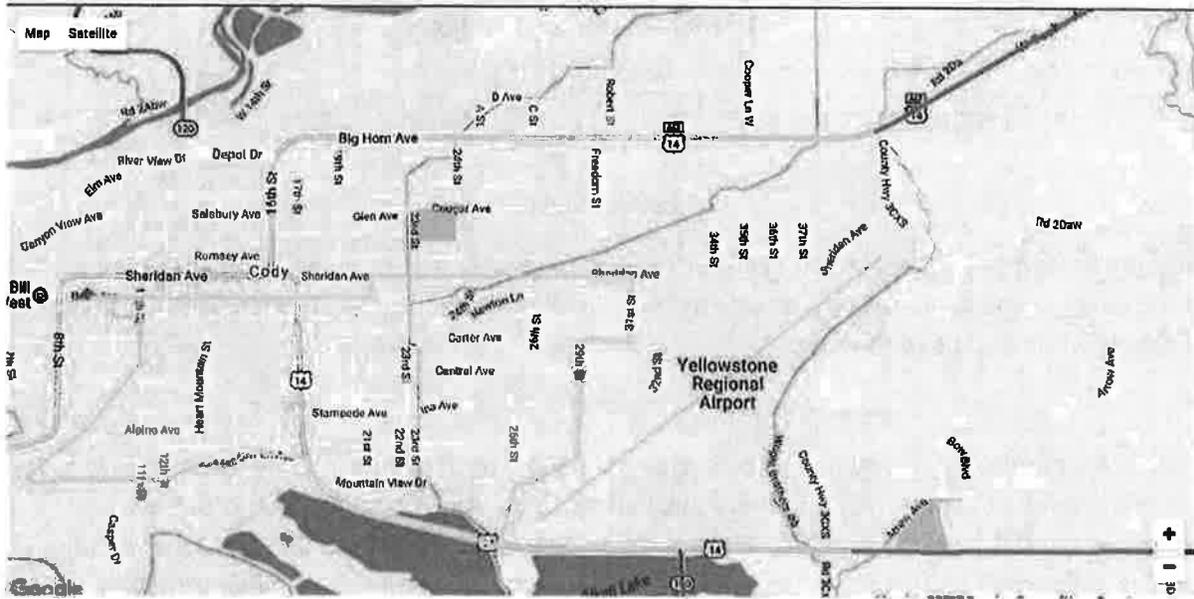
Proposed Closure: 10th St between Sheridan Ave and Beck Ave 6am-2pm

10K Course Proposal #1

September 23rd, 2017 @ 8:30am

6.2 Miles

Start/Finish: City Park on 10th St Cody, WY



- 10th St south to Beck Ave
- Beck Ave east to 20th St
- 20th St North to east Sheridan Ave
- Sheridan Ave east to 31st St
- 31st St south to E Carter Ave
- E Carter Ave west to 29th St
- 29th St south and turning into Mountain View Dr to Lt Childers St
- Lt Childers St south to Greybull Highway
- Greybull Highway west to Meadow Lane Ave
- Meadow Lane Ave west to Skyline Dr
- Skyline Dr/South Fork Ave north to 11th St
- 11th St north to Alger Ave
- Alger Ave west to 10th St
- 10th St to start/finish at City Park

Proposed Closure: 10th St between Sheridan Ave and Beck Ave 6am-2pm

Proposed Crossing: 17th St via Beck Ave. This crossing will occur at the beginning of both the Half Marathon and the 10K. Runners should all be able to make this crossing within 10 minutes or less of the start of each race. It would be ideal to have a police officer facilitate this crossing in a timely manner.

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 Drawer 2200, Cody, WY 82414.
2. **Purpose of Agreement.** On January 18, 2018, the State Loan and Investment Board (SLIB) approved a grant from Chapter 3, Federal Mineral Royalty Capital Construction Account Grants, up to the amount of SIX HUNDRED FIFTY THOUSAND and No/100 dollars (\$650,000.00), to be used for the following SLIB-approved project:

Wastewater Treatment Facility Upgrade and Expansion Phase 2

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 3 Mineral Royalty Grant Program.

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 3 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 “Mineral Royalty 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.: MRG-17056 PA
SLIB: 100%
LOCAL: 0%
Requested By: City of Cody
Project Description: Wastewater Treatment Facility Upgrade and Expansion Phase 2
Amount of Funds Approved for Project: \$650,000.00
Amount of Engineering Approved for Project should be: \$130,000.00.

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.

- 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 3, Section 5(d)(iii), the maximum amount reimbursable for engineering costs is limited to 20% of the grant amount approved, if applicable \$130,000.00.
- 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 Sheila Palmer (Sheila.palmer1@wyo.gov or 307-777-7309).

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 the grant recipient does not waive governmental immunity and each retains all immunities and defenses available to them as sovereigns pursuant to Wyoming Statute 1-39-104(a) and Wyoming Statute 1-39-101 et seq., and all other applicable law.
- 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 Pope, 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:

It is the applicant's responsibility to secure all pending match funding and provide written proof to OSLI that all funding has been secured and the applicant has a fully funded project by May 31, 2018. Failure to meet the preceding conditions by the deadline renders the grant award null and void as of June 1, 2018.

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 Sheila Palmer (Sheila.palmer1@wyo.gov) or 307-777-7309.

Instructions for Waiver under W.S. § 16-6-1001

1. Authority

- a. W.S. § 16-6-1001(a)(i)(C), (D), & (E) (waiver of preference requirements for alternate design and construction delivery methods)
- b. W.S. § 16-6-1001(a)(ii)(D) (waiver of bid requirements for procurement of furniture, fixtures, and equipment)

2. Written Determination

- a. Waiver of preference requirements for alternate design and construction delivery methods shall require a written determination of at least one of the following:
 - i. The work to be performed is specialized or of such a scale that it can be more suitably performed by out-of-state contractors;
 - ii. The bid amounts submitted by responsible Wyoming subcontractors exceed one hundred five percent (105%) of the costs of out-of-state providers for equivalent quality of work or services;
 - iii. The enforcement of the requirement would unreasonably delay completion of construction; or
 - iv. There were insufficient responsible Wyoming contractors submitting bids to make the seventy percent (70%) requirement.
- b. Waiver of bid requirements for procurement of furniture, fixtures, and equipment shall require a written determination that the furniture, fixtures, or equipment requirements of the project are so specialized or that an item or type of furniture, fixture, or equipment is so unique or uncommon that failure to waive the requirements would materially impair the functionality of the project.

3. Written Approval

- a. Any waiver shall be approved in writing by the following persons:
 - i. For projects to be completed by the state of Wyoming, by the director of the State Construction Department;
 - ii. For projects to be completed by the University of Wyoming, by the president of the University and the president of the Board of Trustees;
 - iii. For projects subject to review by the State Construction Department under title 21 of Wyoming statutes, by the director of the State Construction Department and the chairman of the Board of the School Facilities Commission;
 - iv. For projects completed by a community college, by the community college president and its chairman of the board of trustees; and
 - v. For all other projects, by the respective governing body.

4. Notice

- a. Any written waiver shall be provided to the Governor.
- b. Notice of approved waivers shall be published on a website maintained by the Construction Management Division of the Department of Administration and Information.

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

Title

MEETING DATE: FEBRUARY 6, 2018

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Public hearing on the final closeout of the Cody Cupboard project

ACTION TO BE TAKEN:

Hold a public hearing to gather public input and provide information on the completion of the Cody Cupboard building renovation projected funded through a Community Development Block Grant awarded to the City by the Wyoming Business Council.

SUMMARY OF INFORMATION:

In compliance with the Wyoming Business Council grant for the Cody Cupboard project the City is required to hold a final public hearing to gather public input on the project and to gain an understanding if there are any issues or concerns regarding the project that remain to be addressed.

The project has benefited many low and moderate income people in the area. Since the opening of the new facility, Cody Cupboard has assisted nearly 3,000 families. The building is located in an area closer to many of the patrons to utilize the organization for assistance. In addition, confidentiality has been improved as the facility is located in a more discrete location. The new facility has more storage space which allows Cody Cupboard to take in more donations. The project also enabled an older City building to be refurbished, eliminating a community eyesore and creating a serviceable, efficient and more aesthetically pleasing building with a strong community support purpose.

FISCAL IMPACT

None

ATTACHMENTS

Letter from Cody Cupboard

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____



Cody Cupboard

PO Box 3006
Cody, WY 82414

Phone:
307-586-3732
Email:
info@codycupboard.com
Web:
www.codycupboard.com

Board of Directors

Jim Terry
Carla Fortunato
Connie Moody
Connie Sondeno
Joan Freeman
Gail Terry
Niki Tisthammer
Jess Freire
Barb Franklin
Lee-Ann Freire

January 16, 2018

City of Cody
1338 Rumsey Ave,
Cody, WY 82414

Dear Friends,

As Cody Cupboard celebrates its first year in the new building provided by the City of Cody WY Business Council Community Grant, we want to send our most sincere gratitude for your generous support in 2017. Your help throughout the year makes possible the work of providing food assistance to those in need. We are grateful for your involvement, and know the Cupboard cannot do this work without you.

As 2017 ends, Cody Cupboard has been blessed with more than 40,000 pounds of donated food and extraordinary monetary donations. Each pound and dollar will help to realize the goals of the Cupboard in 2018.

Please know you are appreciated for your support and most of all, your belief in the Cupboard's mission to care for people in need.

Many, many thanks,

Jim Terry, Chair
Cody Cupboard Board of Directors

Carla Fortunato

Connie Sondeno

Gail Terry

Jess Freire

Lee-Ann Freire

Connie Moody

Joan Freeman

Niki Tisthammer

Barb Franklin

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: 12/21/2011)
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: 1/16/18



Signature

Chairman

Title

Instructions for Waiver under W.S. § 16-6-1001

1. Authority

- a. W.S. § 16-6-1001(a)(i)(C), (D), & (E) (waiver of preference requirements for alternate design and construction delivery methods)
- b. W.S. § 16-6-1001(a)(ii)(D) (waiver of bid requirements for procurement of furniture, fixtures, and equipment)

2. Written Determination

- a. Waiver of preference requirements for alternate design and construction delivery methods shall require a written determination of at least one of the following:
 - i. The work to be performed is specialized or of such a scale that it can be more suitably performed by out-of-state contractors;
 - ii. The bid amounts submitted by responsible Wyoming subcontractors exceed one hundred five percent (105%) of the costs of out-of-state providers for equivalent quality of work or services;
 - iii. The enforcement of the requirement would unreasonably delay completion of construction; or
 - iv. There were insufficient responsible Wyoming contractors submitting bids to make the seventy percent (70%) requirement.
- b. Waiver of bid requirements for procurement of furniture, fixtures, and equipment shall require a written determination that the furniture, fixtures, or equipment requirements of the project are so specialized or that an item or type of furniture, fixture, or equipment is so unique or uncommon that failure to waive the requirements would materially impair the functionality of the project.

3. Written Approval

- a. Any waiver shall be approved in writing by the following persons:
 - i. For projects to be completed by the state of Wyoming, by the director of the State Construction Department;
 - ii. For projects to be completed by the University of Wyoming, by the president of the University and the president of the Board of Trustees;
 - iii. For projects subject to review by the State Construction Department under title 21 of Wyoming statutes, by the director of the State Construction Department and the chairman of the Board of the School Facilities Commission;
 - iv. For projects completed by a community college, by the community college president and its chairman of the board of trustees; and
 - v. For all other projects, by the respective governing body.

4. Notice

- a. Any written waiver shall be provided to the Governor.
- b. Notice of approved waivers shall be published on a website maintained by the Construction Management Division of the Department of Administration and Information.

OFFICE OF STATE LANDS AND INVESTMENTS

Application Instructions

An Application Form is to be completed when applying for funding from one or more of the following programs:

Countywide Consensus (CWC)

Federal Mineral Royalty Capital Construction Account Grants (MRG)

All forms must be submitted on 8 1/2 x 14 (legal) size paper. The Office of State Lands and Investments will provide the completed Application Form to the State Loan and Investment Board as the applicant's summary of the request for funding. The applicant should view this form as its opportunity to inform the Board of the need for the project and reason the applicant feels the state should help in financing the project. There is no limit on the length of the Application Form, please attach additional pages if needed. However, the Office suggests a bulleted format and the applicant should bear in mind the time constraints of the State Loan and Investment Board.

The checklist is for MRG applications only!

The Project Narrative in the form must include at a minimum the following information:

- 1** A brief description of the project and why the applicant needs the project.
- 2** A description of each funding source for the project. Each description must include the amount requested by the applicant from each funding source, the status of the funding source request, and the percentage of the total project cost for each funding source. If the funding source status is approved (secured), documentation to support the status must be attached to the Application Form.
- 3** If applying for a loan the applicant must list all sources of proposed security for the loan.
- 4** If the applicant needs the project to meet a federal or state health and/or a safety requirement, the applicant must provide the specific health or safety requirement the project with address.

For special districts, the following information is also required:

- 5** The geographical area the special district covers and the date when the County Commissioners formed the district.
If the applicant is water and sewer district or an improvement and service district, the narrative must include the number and type of lots the project will serve initially and the total number of lots in the district, and the current zoning of the district. For example, is the district zoned for residential use only or for commercial use or for a combination of uses?
- 6**

State of Wyoming
State Loan and Investment Board
Infrastructure Financing
Application

Applicant: Park County CWC MRG MRG Date: 1/3/2018

Mailing Address: 1002 Sheridan Avenue Contact Person: Colleen Renner

City: Cody State: WY Zip: 82414

E-Mail Address: crenner@parkcounty.us E-Mail Address: crenner@parkcounty.us

Phone No.: 307-527-8600 Phone No.: 307-527-8600

Fax No.: 307-527-8626 Population: 28,989

Applicant's Tax ID No.: 836000122 County: Park

Type of Entity: County Joint Powers Board Municipality Special District

Other (Explain) _____

Population of Applicant: 29,989 Total Population Served By Project (Directly/Indirectly): 28,989

Percentage of applicant's population directly served by the project: 100%

Applicant's submitting multiple applications must establish priority ranking: Priority # 1 of 1

Name of Project: Fairgrounds Parking Lot Drainage Cost Overruns

Project Schedule (Includes Planning, Design, and Construction): Start Date: 6/2/2016 End Date: #####

List all funding sources for the project other than current request:

Funding Source (if approved, list grant/loan #)	Amount	Status		Amount Expended
		Pending	Approved	
Consensus CWC15361PA	\$80,000.00		X	\$80,000.00
MRG13346	\$41,568.75		X	\$41,568.75
WBC GS-0002843	\$39,490.00		X	\$39,490.00
Total	\$161,058.75			\$161,058.75

Amount of Funds Requested: \$68,946.10

Estimated Total Project Cost: \$230,004.85

Balance of Project Incomplete: \$68,946.10

Estimated reimbursement Rate: 100%

(Final Reimbursement Rate is Determined by Board Approved Amount)

Name of Applicant: Park County

Name of Project: Fairgrounds Parking Lot Drainage Cost Overruns

Is project needed to meet federal or state health and/or safety (if yes, provide specific health or safety requirement project will address)

Yes	No
	x

Do you have an Administrative Order? (if yes, provide copy of the Administrative Order) - MRG Only

Yes	No
	x

Water and/or Sewer Project? (if yes, complete Water/Sewer Questionnaire for project requests in excess of 50%) - MRG Only

Yes	No
	x

Street and/or Road Project? (if yes, complete Street Questionnaire) - MRG Only

Yes	No
	x

Fire Apparatus Project? (if yes, complete Fire Apparatus Questionnaire)

Yes	No
	x

Vehicle Project? (if yes, complete Vehicle Replacement Certification form)

Yes	No
	x

If full funding is not received, what will applicant do? This project has been completed and with the commission choosing Alternate 1 and a change order that was added it actually came in higher than we budgeted. Alternate 1 that was added to the project was to replace a portion of pavement and correct drainage problems that existed. (see attached diagram)

If additional funding is needed, where will the additional funds be obtained? We used consensus funds, mineral royal grant funds and Wyoming Business Council funds to start this project. When the parking lot drainage project started they decided to do it right the first time and added alternate #1 so the cost was more than was first projected. The funding will come out of county general fund if not approved.

Can the project be scaled back or phased? (Provide explanation) No, it is already completed.

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements if approved. To the best of my knowledge and belief, the information in this application is true and correct. I understand the State may review any relevant documents of instruments relating to the analysis of this application.

Colleen Renner, Park County Clerk Signature Colleen Renner 1/16/18 Date
Name and Title (typed)

Colleen Renner, Park County Clerk Phone No. 307-527-8600
Name and Title of Contact Person E-mail crenner@parkcounty.us

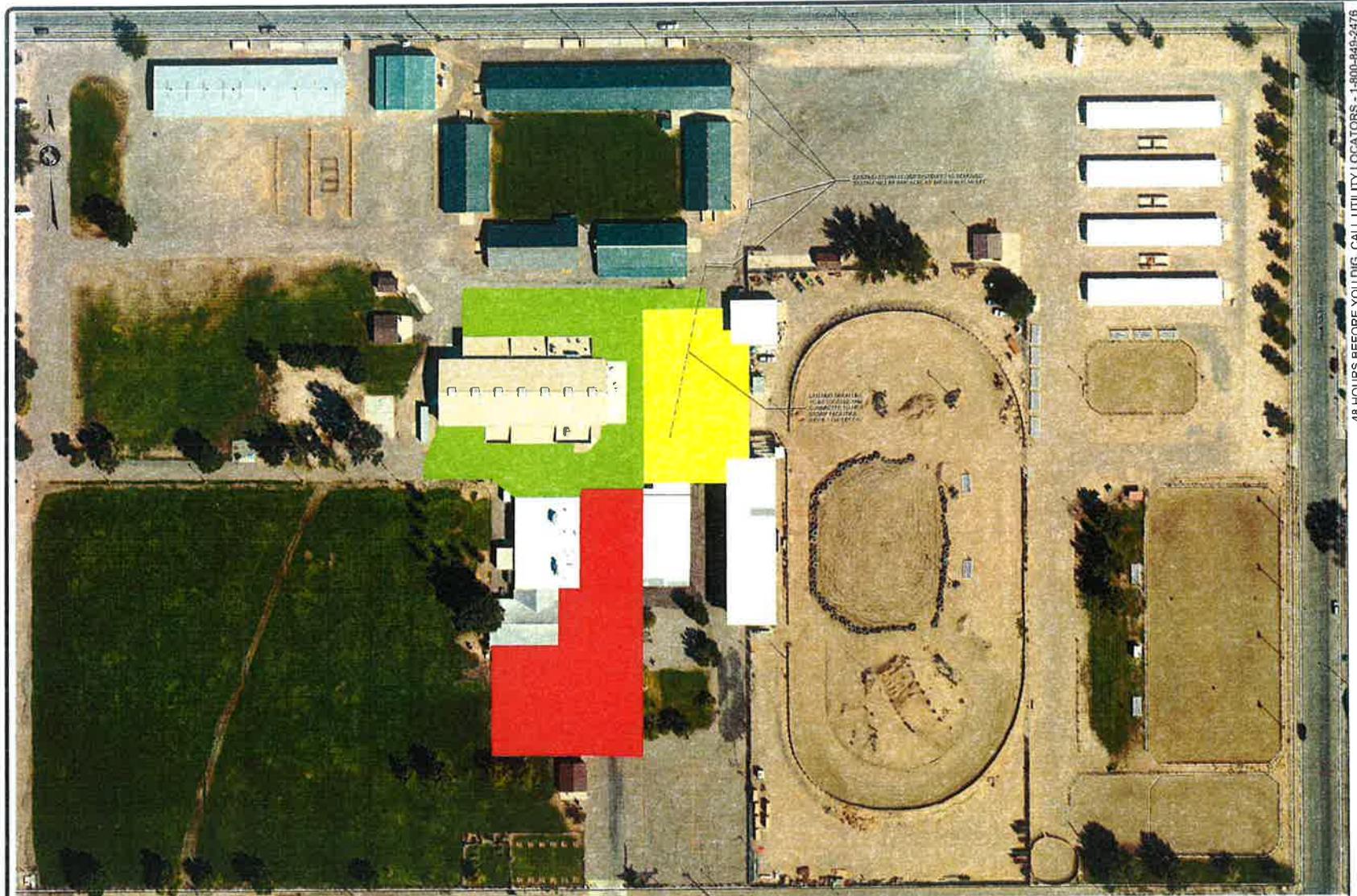
SUBMISSION REQUIREMENTS: ALL DOCUMENTS MUST BE PRINTED ON 8 1/2 X 14 (LEGAL) SIZE PAPER. OFFICE OF STATE LANDS AND INVESTMENTS. ATTN: GRANTS AND LOANS DEPARTMENT. HERSCHLER BUILDING 3rd WEST. 122 WEST 25th STREET.
CWC - Submit one (1) original Application and one (1) original Joint Resolution Form
MRG - Submit one (1) original and two (2) copies of Checklist, Application, Project Narrative, and Supporting Documentation.

Name of Project: Fairgrounds Parking Lot Drainage Cost Overruns

Provide a brief description of the project and why applicant needs the project. Narrative must include applicable items listed in the instructions for completing the Application Form. (Attach additional pages for project description if needed, **must be legal size.**)

Number of Attached Pages: 1

Here is a list of change orders that took place after the original amount of \$80,000 was submitted. 1) Manhole & Inlet covers - this was a last minute change to secure authorization from the Wyoming Department of Environmental Quality. The bid did not include a specific solution for the configuration of an inlet or intake for the waste water from the wash racks. 2) Pavilion & Campsites - the 175 feet of drain-line was an item that was unidentifiable for inclusion in the original bid and seven service lines for campsites were an add-on. 3) Parking Lot - the base materials were in poor condition, after demolition of the old asphalt it was discovered that the base materials were in poor condition and added unexpected labor for crushing and recycling the old asphalt to be re-used to improve the base materials. 4) Asphalt - the altering of the grading plan and relocating a section of the concrete valley gutter increased the amount of asphalt needed. The commission also added Alternate 1 after we requested funding from Consensus.



48 HOURS BEFORE YOU DIG, CALL UTILITY LOCATORS - 1-800-849-2476

NOTES

* COLOR SHADDED AREAS SHOWN REPRESENT EXISTING PAVED PARKING AREAS. THESE AREAS HAVE BEEN IDENTIFIED AS NEEDING DRAINAGE IMPROVEMENTS AS DESCRIBED IN THE BID & CONTRACT DOCUMENTS. EXISTING PAVEMENT IN AREAS SHOWN IN YELLOW & RED WILL BE REPLACED WITH NEW HOT MIX ASPHALT (3") AS INCLUDED IN BID ALTERNATES # 1 & 2

 BASE BID AREA

PLAN VIEW — SITE BID SUMMARY

SCALE: 1" = 50'

 ADDITIVE ALT. #1

 ADDITIVE ALT. #2



PARK COUNTY, WYOMING
 PUBLIC WORKS DEPARTMENT
 1101 11TH ST. CODY, WY
 CODY, WY
 PHONE: 307-527-6520 FAX: 307-527-6266
 PHONE: 307-754-6520 FAX: 307-754-6526

PARK COUNTY FAIRGROUNDS
STORM DRAINAGE
IMPROVEMENT PLAN
 E1/2 BLOCK 6, E1/2 BLOCK 13,
 BLOCKS 9, 4, 5, 14, 15 & 15
 CITY OF FIDELL, WY
 PARK COUNTY, WYOMING



DATE	
BY	
CHK'D BY	
DATE	
AS SHOWN	
DATE	
BY	
CHK'D BY	
DATE	

SITE

INDEX AND NOTES

RESOLUTION 2018-05
Wyoming Commercial Air Service Improvement Plan Resolution

WHEREAS, since the inception of the Air Service Enhancement Program (ASEP) in 2004, Wyoming has realized significant economic impacts from commercial air service, including:

- For every \$1 Wyoming invests on commercial air service, the state sees more than \$23 in return;
- For every passenger using a commercial airport to board a commercial flight in Wyoming, the state realizes \$220 in annual economic impact;
- Aviation supports more than 12,000 jobs and improves the efficiency of 38,000 jobs while producing \$1.4 billion in annual economic activity; and
- Aviation generates an estimated \$46.3 million in annual local and state tax revenues from commercial air service functions; and

WHEREAS, the current Wyoming Air Service Enhancement Program (ASEP) will not have enough money to support commercial air service at its current level after July 1, 2019;

WHEREAS, recent industry changes have made it difficult to retain and grow air service in many of our communities; and

WHEREAS, new rules and regulations, escalating costs, crew shortages, airline consolidation, and aircraft retirements have all contributed to a reduction in regional air service to some airports in Wyoming; and

WHEREAS, because of limited resources, airlines are continuing to cutback service to smaller communities such as those in Wyoming; and

NOW THEREFORE BE IT RESOLVED that the CITY OF CODY is in support of legislation for a planning group to study feasibility of capacity purchase by the State of Wyoming.

MAYOR – MATT HALL

Date

RESOLUTION 2018-04

A Resolution Providing for the Appointment of a Member to the Wyoming Municipal Power Agency Board from the City of Cody, WY.

WHEREAS the City of Cody is a “Member: of the Wyoming Municipal Power Agency, and

WHEREAS, the it is the responsibility of each “member entity” to provide a representative to serve on the Board of Directors of the Wyoming Municipal Power Agency,

NOW THEREFORE BE IT RESOLVED that the Governing Body of the City of Cody is appointing Bert Pond as the representative for the City of Cody to serve on the Board of Directors of the Municipal Power Agency for a three-year term ending February 2020.

Passed, Approved and Adopted this 6th day of February, 2018.

Mayor Matt Hall

Clerk, Cynthia Baker - ATTEST

RESOLUTION 2018-03

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

WITNESSETH:

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

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

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

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

	Current Budget	Proposed Amendment	Amended Budget
REVENUES			
General Fund	\$11,385,835	\$48,107	\$11,433,942
Vehicle Replacement Fund	\$429,741		\$429,741
Lodging Tax Fund	\$127,000		\$127,000
Public Improvements Fund	\$0		\$0
Specific Purpose Tax Fund	\$2,307,672		\$2,307,672
Solid Waste Fund	\$2,299,491		\$2,299,491
Water Fund	\$3,616,201		\$3,616,201
Wastewater Fund	\$2,368,001		\$2,368,001
Electric Fund	\$12,626,605		\$12,626,605
TOTAL REVENUE	\$35,160,546	\$48,107	\$35,208,653
EXPENSES			
Mayor - Council	\$492,238		\$492,238
Pass Through Grants	\$748,360		\$748,360
City Administrator	\$155,224		\$155,224
Administrative Services	\$1,404,018	\$225	\$1,404,243
Police	\$3,150,776	\$2,996	\$3,153,772
Parks Maintenance	\$956,181	\$13,413	\$969,594
Public Facilities	\$508,194	(\$562)	\$507,632
Recreation Center	\$1,072,484	(\$4,520)	\$1,067,964
Aquatics	\$778,123	\$130	\$778,253
Community Development	\$610,195	\$135	\$610,330
Streets	\$1,342,526	\$55,705	\$1,398,231
Vehicle Maintenance	\$312,404	\$400	\$312,804
Vehicle Replacement	\$537,250		\$537,250
Lodging Tax	\$156,265		\$156,265
Public Improvements	\$0	\$14,040	\$14,040
Specific Purpose Tax Fund	\$504,400		\$504,400
Solid Waste Fund	\$2,339,643	\$25,744	\$2,365,387
Water Fund	\$3,421,580	\$2,158	\$3,423,738
Wastewater Fund	\$2,863,061	\$2,130	\$2,865,191
Electric Fund	\$13,282,927	\$2,518	\$13,285,445
TOTAL EXPENSES	\$34,635,849	\$114,512	\$34,750,361

PASSED, APPROVED AND ADOPTED THE 6th day of February 2018.

Matt Hall, Mayor

Attest:

Cynthia Baker, Administrative Services Officer

ORDINANCE 2018-01

AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF CODY, WYOMING OF LANDS OWNED BY SAM PROPERTIES, L.L.C.

WHEREAS, notice of a public hearing to consider the annexation and zoning of the subject property was published in the Cody Enterprise on December 14 and 21, 2017, and mailed to owners of properties within and within 140 feet of the subject property as required;

WHEREAS, the City of Cody does not exercise authority granted under Wyoming Statute 15-3-202(b)(ii);

WHEREAS, a public hearing was held on January 16, 2018 before the City Council at their regular meeting, as advertised, at which meeting the City Council heard comments from all persons wishing to speak for or against the proposed ordinance;

WHEREAS, the Cody City Council makes the following findings in accordance with Section 402(a) of Article 4 of Chapter 1 of Title 15, Wyoming Statutes, for the reasons noted in the agenda summary:

- (i) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town;
- (ii) The urban development of the area sought to be annexed would constitute a natural, geographical, economical and social part of the annexing city or town;
- (iii) The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed;
- (iv) The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area meets the requirements of W.S. 15-1-407;
- (v) If the city or town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410; and,
- (vi) The annexing city or town, not less than twenty (20) business days prior to the public hearing required by W.S. 15-1-405(a), has sent by certified mail to all landowners and affected public utilities within the territory a summary of the proposed annexation report as required under subsection (c) of this section and notice of the time, date and location of the public hearing required by W.S. 15-1-405(a).

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

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

Section 1. The following described territory is hereby annexed to the City of Cody, Wyoming:

Those lands more particularly described on the attached survey identified as Exhibit "A", which by this reference is made a part hereof.

Section 2. The territory described in Section 1 of this ordinance is hereby made a part of Ward Number 1 of the City of Cody, Wyoming.

Section 3. The territory annexed to the City of Cody, Wyoming by this Ordinance is hereby designated as a Rural Residential zoning district, as outlined in Title 10, City of Cody code. The Official Zoning Map of the City shall be amended to show the annexation and zoning designation.

Section 4. The survey map of the annexation, a copy of which is attached as Exhibit "A", and which has been provided pursuant to W.S. 15-1-413, shall be filed pursuant to said statute.

This ordinance shall become effective after final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING
PASSED ON SECOND READING
PASSED ON THIRD READING

JANUARY 16, 2018

Matt Hall, Mayor

Attest:

Cynthia Baker
Administrative Services Director

ORDINANCE 2018-02

AN ORDINANCE RELATING TO THE ANNEXATION TO THE CITY OF CODY, WYOMING OF LANDS OWNED BY DUKU, L.L.C.

WHEREAS, notice of a public hearing to consider the annexation and zoning of the subject property was published in the Cody Enterprise on December 19 and 21, 2017, and mailed to owners of properties within and within 140 feet of the subject property as required;

WHEREAS, the City of Cody does not exercise authority granted under Wyoming Statute 15-3-202(b)(ii);

WHEREAS, a public hearing was held on January 16, 2018 before the City Council at their regular meeting, as advertised, at which meeting the City Council heard comments from all persons wishing to speak for or against the proposed ordinance;

WHEREAS, the Cody City Council makes the following findings in accordance with Section 402(a) of Article 4 of Chapter 1 of Title 15, Wyoming Statutes, for the reasons noted in the agenda summary:

- (i) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town;
- (ii) The urban development of the area sought to be annexed would constitute a natural, geographical, economical and social part of the annexing city or town;
- (iii) The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed;
- (iv) The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area meets the requirements of W.S. 15-1-407;
- (v) If the city or town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410; and,
- (vi) The annexing city or town, not less than twenty (20) business days prior to the public hearing required by W.S. 15-1-405(a), has sent by certified mail to all landowners and affected public utilities within the territory a summary of the proposed annexation report as required under subsection (c) of this section and notice of the time, date and location of the public hearing required by W.S. 15-1-405(a).

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

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

Section 1. The following described territory is hereby annexed to the City of Cody, Wyoming:

Lot 5, Musser Subdivision, according to the plat recorded in Book "E" of Plats, Page 36, Records of Park County, Wyoming; Except, any portion within the West Cooper Lane Right of Way.

(Note: Said road right-of-way is already within the City limits.)

Section 2. The territory described in Section 1 of this ordinance is hereby made a part of Ward Number 1 of the City of Cody, Wyoming.

Section 3. The territory annexed to the City of Cody, Wyoming by this Ordinance is hereby designated as a Single-Family Residential (R-1) zoning district, as

outlined in Title 10, City of Cody code. The Official Zoning Map of the City shall be amended to show the annexation and zoning designation.

Section 4. The survey map of the annexation shall be provided pursuant to W.S. 15-1-413, and shall be filed pursuant to said statute.

This ordinance shall become effective after final passage and publication in the Cody Enterprise.

PASSED ON FIRST READING
PASSED ON SECOND READING
PASSED ON THIRD READING

JANUARY 16, 2018

Matt Hall, Mayor

Attest:

Cynthia Baker
Administrative Services Director