

City of Cody City Council – REVISED

September 18, 2018

(Pre-Meeting to begin at 6:45 p.m. – to Review Meeting Agenda)

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

Mayor's Recognitions and Announcements

1. Consent Calendar

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

- a. Approval of Minutes: Regular Minutes from September 4, 2018. And Special Work Session from September 11, 2018.
- b. Approve Vouchers in the amount of \$100,905.06, noting expenses associated with the One Cent Optional Sales Tax.
- c. Approve the registration fee for Park County Leadership Institute in the amount of \$475, noting expense to be paid from the Council Contingency Fund.
- d. Award Bid # 2018-06 to Tractor & Equipment Company, for one used NorAm 65E motor grader, in the amount of \$140,000.00.
- e. Authorize the Mayor to sign the Federal Reserve Pledge Agreement and Release of Collateral for Wells Fargo Bank.
- f. Authorize the Mayor to sign the change order in the amount of \$13,600 from Morrison-Maierle on the ADA ramp project.
- g. Approve the refund request of fees associated with water and sewer usage above the average for those services at 1601 22nd St, for the time period noted by staff.

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

4. Conduct of Business

- a. Approve Vouchers in the amount of \$1,714,918.13.
- b. Approve the Preliminary and Final Plats of the 12th Street Minor Subdivision, with associated variances and conditions of approval.

Staff Reference: Todd Stowell, City Planner

- c. ORDINANCE 2018-17 – FIRST READING
AN ORDINANCE AMENDING TILTE 9, CHAPTER 2, SECTION 1 OF
THE CITY OF CODY CODE.

Staff reference: Todd Stowell, City Planner

5. Tabled Items
 - a. ORDINANCE 2018-15 SECOND READING
AN ORDINANCE AMENDING THE ACCESSORY DWELLING UNIT
PROVISIONS OF THE CODY ZONING ORDINANCE (TITLE 10 CITY OF
CODY CODE)
6. Matters from Staff Members
7. Matters from Council Members
8. Adjournment

Upcoming Meetings:

October 2, 2018 – Tuesday – Regular Council Meeting 7:00 p.m.
October 9, 2018 – Tuesday – Work Session 4:15 p.m.

City of Cody
Council Proceedings
Tuesday, September 4, 2018

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, September 4, 2018 at 7:00 p.m.

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

Absent: Council Member Karen Ballinger

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

Council Member Greer made a motion to amend the consent calendar "Item G" seconded by Council Member Fritz to approval the consent calendar to include Approval of Minutes: Regular Minutes from August 21, 2018, approve Vouchers in the amount of \$224,236.01, approve Vouchers in the amount of \$55,293.74, noting expenses associated with the One Cent Optional Sales Tax, award Bid # 2018-09 to Spradley Barr Motors for a 2019 Ford F350; 1-ton 4wheel drive pick-up in the amount of \$28,901.00, award Bid #2018-10 to Spradley Barr Motors for a 2019 Ford F250; ¾ ton 4wheel drive pick-up in the amount of \$27,270.00, approve a request from the Cody Elks Lodge to reserve four (4) parking spots, two (2) on Beck Ave and two (2) on 12th street for the Statewide Wyoming Annual Fall meeting in Cody on September 13, 14, 15 and 16. The Elks would provide the signage and will not interfere with pedestrian traffic and authorize the City Administrator the authority to negotiate personal days during recruitment of the Public Works Director position. Vote was unanimous.

Tabled Item:

ORDINANCE 2018-15 SECOND READING

AN ORDINANCE AMENDING THE ACCESSORY DWELLING UNIT PROVISIONS OF THE CODY ZONING ORDINANCE (TITLE 10 CITY OF CODY CODE) Council Member Wolz made a motion seconded by Council Member Anderson to remove Ordinance 2018-15 from the Table for discussion. Vote was unanimous. Council Members discussed if the Home Owners Association had met yet. Barry Cook, City Administrator reported he was unaware if the HOA had met. Council Member Wolz made a motion seconded by Council Member Greer to Table Ordinance 2018-15. Vote was unanimous.

Meeting adjourned at 7:26 p.m.

Mayor Matt Hall

Clerk, Cindy Baker

City of Cody
Council Proceedings
Tuesday, September 11, 2018

A special meeting of the Cody City Council was held in Council Chambers of Cody City Hall on Tuesday, September 11, 2018 at 4:15 p.m.

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

Absent: Council Member Jerry Fritz

Mayor Hall called the meeting to order at 4:15 p.m.

The Governing Body was provided minimal information relating to the potential future drainage of Ne Cody and Markam Reservoirs and the benefits of this process. Council requested staff to provide a variety of additional details to include the length of time to drain, refill, and cost associated with this project. Staff will bring to a future work session.

Todd Stowell, City Planner updated the Governing Body and provided them with information relating to a waterline that Old Trail Town (OTT) would like to put in and the concern with a certain portion of property the City owns and leases to Friends of Park County History (FOPCH). Several options were discussed, as well as, both representatives from OTT and FOPCH spoke. If Council action is required it will be brought to the Council in the future.

Cindy Baker, Administrative Services Officer provided the Governing Body with information relating to a Utility Adjustment Request. Staff was directed to bring to the next Council meeting for consideration and action.

Barry Cook, City Administrator asked that the next item on the agenda be deferred to a work session in October.

Cindy Baker, ASO, provided the Governing Body with information as it relates to Council Members attending leadership training. Staff was directed to bring this item to the next Council meeting for consideration and action.

Mayor Hall adjourned the meeting at 5:20 p.m.

Cynthia D Baker
Administrative Services Officer

Matt Hall
Mayor

Report Criteria:

Invoice Detail.Input date = 09/11/2018
 Invoice.Batch = "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
HARRIS TRUCKING AND CONSTRUCTION CO. (4780)				
	PAY APP 2 ADA	ADA RAMPS	08/31/2018	89,057.79
	RET 2 ADA	ADA RAMPS	08/31/2018	9,895.32
Total :				98,953.11
Total HARRIS TRUCKING AND CONSTRUCTION CO. (4780):				98,953.11
WESTERN EMULSIONS INC (128433)				
	10-372810	CHIP SEAL OIL	08/14/2018	1,951.95
Total :				1,951.95
Total WESTERN EMULSIONS INC (128433):				1,951.95
Grand Totals:				100,905.06

Report GL Period Summary

GL Period	Amount
09/18	100,905.06
Grand Totals:	100,905.06

Vendor number hash: 137993
 Vendor number hash - split: 137993
 Total number of invoices: 3
 Total number of transactions: 3

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	100,905.06	.00	100,905.06
Grand Totals:	100,905.06	.00	100,905.06

MEETING DATE: 9/18/18

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY:

AGENDA ITEM SUMMARY REPORT **Bid 2018-06 (1) Used 2013 or Newer NorAm 65E Motor Grader**

ACTION TO BE TAKEN:

Award Bid 2018-06 to Tractor & Equipment Company, for one used NorAm 65E motor grader, in the amount of \$140,000.00

SUMMARY OF INFORMATION:

A request was made in FY 2018/2019 for the purchase of one used motor grader to be utilized within the Streets Division. This will be replacing a 1973 John Deer motor grader, which will be sold through Public Surplus auction.

Bid packets were sent to Honnen Equipment, Tractor & Equipment, Woodward Tractor and Rental Inc, Wyoming Machinery Company, Power and Equipment Company, Jacks Truck and Equipment, Titan Machinery, Komatsu Equipment Company, Modern Machinery and Cate Equipment.

One bidder submitted one bid. This bid was opened at City Hall on 9/6/18.

Tractor & Equipment Company submitted one bid for a used NorAm 65E motor grader in the amount of \$140,000.00.

FISCAL IMPACT

Funding, in the amount of \$160,000.00, was budgeted for and approved in the Fiscal Year 2018/2019 budget.

ALTERNATIVES

Approve or deny the award of Bid 2018-06 to Tractor & Equipment Company, for one used NorAm 65E Motor Grader, in the amount of \$140,000.00

ATTACHMENTS

1. Bid packet 2018-06

AGENDA & SUMMARY REPORT TO:

1. Dan Mollett, Tractor & Equipment Company, dmollett@tractorandequipment.com

AGENDA ITEM NO. _____



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BID NO. 2018-06 (1) Used 2013 or Newer NorAm 65E Motor Grader

DOCUMENTS INCLUDED IN PACKET FOR BID NO 2018-06

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2. INSTRUCTION SHEET	2
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4. SPECIFICATIONS	4-5

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

Bid No. 2018-06
(1) Used 2013 or Newer NorAm 65E Motor Grader

The City of Cody will receive sealed bids until 2:00 p.m. 9/6/18, at Cody City Hall, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414, for **(1) Used 2013 or Newer NorAm 65E Motor Grader.** All bids will be opened and read aloud at this time. Full bid details and specifications are included in the bid packet available at City Hall or by emailing kylieh@cityofcody.com. Direct any questions to Rob Kramer at 587-2958.

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

Dated this 16th Day of August, 2018.

Cynthia Baker
Administrative Services Officer

PUBLISH: August 23rd, 2018
August 30th, 2018



**INSTRUCTIONS: (1) Used 2013 or Newer NorAm 65E Motor Grader
BID REQUEST NUMBER 2018-06**

The Bidder agrees to provide **(1) Used 2013 or Newer NorAm 65E Motor Grader** free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bidder shall complete every space in the Bid 2018-06 City of Cody Specifications Form on pages 4-5 to indicate that the item being bid is exactly as specified. All (no) responses shall be explained in detail on an attached sheet. Bids will be accepted for consideration on any make or model that is equal or superior to the specifications.

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

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

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

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

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

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

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

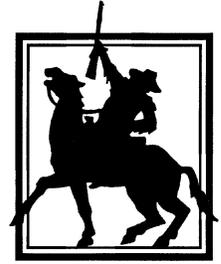
Bids are to be sealed and addressed to the City of Cody, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414 and shall be marked "**Bid No. 2018-06, (1) Used 2013 or Newer NorAm 65E Motor Grader**" on the outside of the envelope.

The sealed bids must be returned to the City of Cody no later than 2:00 p.m. 9/6/18. The bid opening will be held at that time at City Hall. The City reserves the right to reject any and/or all bids and further reserves the right to waive any informalities if deemed in the best interest of the City.

Bid Proposal Form
Bid No. 2018-06 (1) Used 2013 or Newer NorAm 65E Motor Grader

City of Cody, Wyoming

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



CITY OF CODY
 WYOMING

The undersigned Bidder agrees to provide **(1) Used 2013 or Newer NorAm 65E Motor Grader**, free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bid price shall be F.O.B. City of Cody Vehicle Maintenance Shop 119 19th Street, Cody, WY 82414.

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

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

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

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

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

Date _____

_____ Signature

_____ Typed or Printed Name

_____ Company

_____ Mailing Address

_____ City, State and Zip

_____ E-mail Address

City of Cody

Specifications For (1) Used 2013 or Newer NorAm 65E Motor Grader

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

A. GENERAL

YES NO

- 1. Used 2013 or Newer Nor Am 65E Motor grader. _____
- 2. HOURS: 110, or less. _____

B. ENGINE

- 1. Four-cylinder, caterpillar turbo-charged diesel engine. _____
- 2. HORSE POWER: Minimum rating of 100 H.P. at factory setting. _____
- 3. EMISSIONS STANDARDS: Tier III only. _____
- 4. ENGINE HEATER: 110-volt coolant block heater. _____
- 5. OIL FILTER: Full flow spin on disposable type oil filter. _____
- 6. ANTI-FREEZE: -34 antifreeze with extended life protection. _____
- 7. ENGINE ACCESS: Service doors must provide full access from both sides. _____

C. POWER TRAIN

- 1. TRANSMISSION: Power shift with torque converter. _____
- 2. PARKING BRAKE _____

D. ELECTRICAL SYSTEM

- 1. BATTERY: 12 volt. _____
- 2. ALTERNATOR: 100-amp minimum. _____
- 3. LIGHTS: Headlights, stop and tail lights w/turn signals and flasher switch. _____
- 4. Strobe light. _____
- 5. FLOODLIGHTS: (2) front and (2) rear. _____
- 6. Automatic reverse warning alarm. _____
- 7. Radio group. _____

F. INSTRUMENTATION

YES NO

1. INSTRUMENT PANEL: Shall have a digital display showing oil pressure, coolant temperature, battery voltage, transmission oil temperature, fuel level, engine hours and engine RPM's.

G. CAB

1. Cloth seat with air suspension.

2. (2) Defroster fans.

3. Front and rear wipers/washers.

4. HEATER: minimum 40,000 BTU.

5. MIRRORS: Inside and (2) rear view external.

6. Sliding rear window.

7. Sound suppression.

8. Tinted glass.

9. Factory air conditioner.

H. OTHER

1. Dozer, 8'x2' with skid plate.

2. (3) Float control valves.

3. Moldboard, 10'.

4. Rear ripper, 75" wide, 3 shanks.

I. MISCELANEOUS

1. Dealer order form showing all equipment being bid.

2. WARRANTY: One year minimum on all materials and workmanship.

3. Does bidder hold a current Wyoming Residency Certificate?

MEETING DATE: 09/18/18

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Federal Reserve Pledgee Agreement and Release of Collateral

ACTION TO BE TAKEN:

Authorized the Mayor to sign the Federal Reserve Pledgee Agreement and Release of Collateral for Wells Fargo Bank.

SUMMARY OF INFORMATION:

Per State Statute, financial institutions are required to fully collateralize government bank accounts. Wells Fargo has provided government issued securities as collateral for the City's checking accounts held at Wells Fargo. In August 2018, the City Council authorized setting up a sweep investment account with Wells Fargo to earn interest on excess funds on deposit over the required minimum balance required to avoid banking fees. The sweep account is collateralized separately from the checking accounts under the Wells Fargo Money Market Fund through treasury and government agency repurchase agreements.

Since the City's funds are separated between the checking accounts and the sweep investment account Wells Fargo requests that the City release excess collateral on the checking accounts for deposits that are now covered under the treasury and government agency repurchase agreement collateral.

Additionally, for security purposes the Federal Reserve, as the custodian of the collateral, requires a documentation process to verify authorization prior to releasing any collateral they hold. The authorization for release of collateral form authorizes the Federal Reserve to release the collateral and the pledgee agreement form authorizes Mayor Mall Hall to sign the release document and designates City Administrator Barry Cook and Finance Officer Leslie Brumage as the authorized individuals to verify the release of collateral approved by the Mayor.

FISCAL IMPACT

None

ATTACHMENTS

1. Authorization for release of collateral
2. Pledgee agreement form

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

Government & Institutional Banking
 Public Funds Collateral Unit
 333 Market Street, 15th Floor
 MAC A0109-150
 San Francisco, CA 94105 - 2102
 publicfundscollateral@wellsfargo.com



August 22, 2018

City of Cody
 Attn: Leslie Brummage

Tel #: 307-527-7511
 Fax #: 307-527-6532
 E-Mail:

Subject: Request to Release Excess Collateral

Respond by: 8/24/2018

Pledgee: PL-0000327

Custodian: Federal Reserve Bank

Custodian #: J2MR

Wells Fargo Bank, N.A. currently holds pledged collateral in the name of your organization to cover deposits in excess of FDIC insurance limits. As of January, 1, 2013, the FDIC insures the deposits of governmental accounts on a per Official Custodian basis as follows:

The aggregate balances in demand deposit accounts are insured up to \$250,000 per Official Custodian; and the aggregate balances in time and savings accounts are insured up to \$250,000 per Official Custodian.

Wells Fargo Bank, N.A. collateralizes balances in accordance with all applicable state and federal laws. The balances in your public fund account(s) and collateral levels are monitored daily. A recent analysis of your account and pledged collateral presented the following:

Total deposits net FDIC as of: 08/21/2018	
(Total deposits less applicable FDIC insurance x 100%)	\$9,799,100.31
Total Market Value of Collateral held as of: 08/21/2018	\$18,781,907.99
Excess Collateral:	\$8,982,807.68

We are requesting your approval to release the excess collateral. Please sign below and return as soon as possible. The signed release form should be faxed to my attention at **1-866-686-5441**.

If you should have any questions, or if further information is needed to satisfy this request, please call our toll free number 1-877-479-6603. We sincerely appreciate the opportunity to provide you the highest quality service for your business needs.

Sheila Lynch - Vice President
 Public Funds Collateral Unit

Government & Institutional Banking
 Public Funds Collateral Unit
 333 Market Street, 15th Floor
 MAC A0109-150
 San Francisco, CA 94105 - 2102
 publicfundscollateral@wellsfargo.com



August 22, 2018

Customer: City of Cody
 Custodian #: J2MR

Pledgee: PL-0000327

AUTHORIZATION FOR RELEASE OF COLLATERAL
JOINT CUSTODY

To: The Federal Reserve Bank of Boston
 Joint Custody Collateral Unit/S-2
 P.O. Box 2076
 Boston, MA 02106-2076

Tel: 1-800-327-0147, option 4

Pledgor Bank Name: WELLS FARGO BANK, N.A.
 ABA: 121000248

Fax to 1-866-686-5441
 Respond by: 8/24/2018

<u>CUSIP</u>	<u>Description</u>	<u>Original Face</u>
3138LAQ69	FN AM9476 3.290% 08/01/2027	68,000.00
31418ADH8	FN MA1003 3.500% 03/01/2042	1,081,444.00
3140F9N35	FN BD2209 2.500% 07/01/2031	1,098,737.00
3136A8JD3	FNR 2012-93 ED	2,461,477.00
3128MMTK9	FG G18553 2.500% 05/01/2030	7,193,363.00

Market Value of Release = \$6,421,873.87

The Federal Reserve Bank requires verbal confirmation of your release approval. Please expect a call from a Federal Reserve Bank Representative to confirm this transaction.

Required

Customer: City of Cody

(Customer) Authorized Signature

Print Name

Date

E-mail Address

Telephone #

Pledgee Agreement Form

To: **Federal Reserve Bank of Boston**
600 Atlantic Avenue
Boston, MA 02210
Attn: **Wholesale Operations/Joint Custody**

Tel: **800-327-0147, Option #4**
Fax: **877-973-8972**

Date: _____

We, the City of Cody agree to the terms of **Appendix C** of your *Operating Circular 7*, dated August 19, 2005, as it may be amended from time to time with respect to the account on your books designated J2MR. (4 digit alpha-numeric account number)

We further agree that you may accept par for par substitutions: securities from the Pledgor as a replacement of, or in substitution for, those securities presently held (please check one):

NO (Instructions required for each withdrawal)

YES (Standing approval)

Provided that the replacement or substitution does not reduce the aggregate par amount of securities held in custody for us. (See *Operating Circular 7, Appendix C, Section 4.3.*)

We authorize you to use the following call-back procedure for securities transactions pertaining to this account (please check one):

Three-party call-back

Four-party call-back

We certify that the individuals listed below may take authoritative action on our behalf with respect to the account, including a direction to release collateral from the account. You may rely on the authority of these individuals with respect to the account until we otherwise notify you.

Telephone: (307) 527-3461
Fax: (307) 527-6532

Print Name: Matt Hall Title: Mayor
Signature: _____ Date: _____

Telephone: (307) 527-3462
Fax: (307) 527-6532

Print Name: Barry A. Cook Title: City Administrator
Signature: _____ Date: 5/30/18

Telephone: (307) 527-3467
Fax: (307) 527-6532

Print Name: Leslie E. Brumage Title: Finance Officer
Signature: _____ Date: _____

Pledgee Agreement
(page 2 of 2)

Telephone: _____

Print Name: _____ Title: _____

Fax: _____

Signature: _____ Date: _____

The Undersigned hereby certifies that he/she is the present lawful incumbent of the designated public office.

Pledgee

City of Cody

Name of governmental unit

PO Box 2200

Street Address or P.O Box Number

Cody, WY 82414

City, State, Zip Code

Official Signature/ **Date**

Matt Hall, Mayor

Printed Name and Title

Notary

State of Wyoming

County of Park

On this ____ day of _____, 20__ before me personally appeared
Matt Hall, to me personally known or satisfactorily proven, who by me duly sworn, did depose and say that
he/she resides at 1338 Rumsey Ave, in the City of Cody, in the
State of Wyoming, that he/she is the Mayor [Title] of
the City of Cody and that he/she executed this document on behalf of
the City of Cody before me.

(Signature of Notary)

(Print name of Notary)

My commission expires on _____ [Date]

MEETING DATE: 09/18/18

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Morrison Maierle change order on ADA ramp project

ACTION TO BE TAKEN:

Authorized the Mayor to sign the change order in the amount of \$13,600 from Morrison-Maierle on the ADA ramp project.

SUMMARY OF INFORMATION:

Due to the change in construction contractors on this project, additional services were performed by the engineer that were not covered under the original services agreement. The following services are included in the change order amount:

1. Complete a second set of contract documents and start-up paperwork due to the original low bidder not being able to obtain bidding. Additional coordination with the new contractor was also required.
2. The original resident project representative hours were limited to 400 however the estimated time to complete the project will add an additional 120 hours to the agreement.
3. The agreement had a completion date of 9/15/18. The change order includes a request to extend the completion date to 12/30/18.

FISCAL IMPACT

This project is being paid for using the specific purpose tax. The additional cost will be paid from this fund and if necessary, the chip sealing project will be reduced to cover the change order amount.

ATTACHMENTS

1. Change order

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 2**

The Effective Date of this Amendment is: September 18, 2018.

Background Data:

Effective Date of Owner-Engineer Agreement: November 7, 2017

Owner: City of Cody, Wyoming

Engineer: Morrison-Maierle, Inc.

Project: ADA Ramps for Chip Seal Areas 3 and 4

Nature of Amendment:

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications of payment to Engineer – see Agreement Summary
- Modifications to time(s) for rendering services – See Change in Time for Services
- Modifications to other terms and conditions of the Agreement

Description of Modifications:

Additional Services to be performed by the Engineer:

1. Construction Administration: Second complete set of contract documents and start-up paperwork required due to the low bidder not being able to obtain bonding. Additional coordination with new contractor required. Approximate additional cost \$4,000.
2. RPR Services: Original Resident Project Representative hours limited to 400 hours. Estimated time to complete project is an additional 120 hours. Approximate additional cost \$9,600.
3. Estimated additional \$13,600 to be invoiced under Construction Administration and RPR phases and on a time and materials basis.

Agreement Summary:

Original agreement amount:	\$ <u>70,000.00</u>
Net change for prior amendments:	\$ <u>5,000.00</u>
This amendment amount:	\$ <u>13,600.00</u>
Adjusted Agreement amount:	\$ <u>88,600.00</u>

Change in time for services (days or date, as applicable): Part Two from Paragraph 1.01B in the Agreement had a completion date of September 15, 2018. Request extension to complete project to December 30, 2018.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement. Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

CITY OF CODY, WYOMING

MORRISON-MAIERLE, INC.

By: _____

By: Carl Anderson

Print

Print

name: Matt Hall

name: Carl Anderson, PE

Title: Mayor

Title: Vice President

Date Signed: _____

Date Signed: September 6, 2018

Amendment to Owner-Engineer Agreement.

EJCDC® E-520, Short Form of Agreement Between Owner and Engineer for Professional Services.
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MEETING DATE: SEPTEMBER 18, 2018
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: CINDY BAKER
PRESENTED BY: CINDY B,

AGENDA ITEM SUMMARY REPORT

Utility Account Adjustment Request

ACTION ITEM:

Approve the refund of \$2.60/per thousand gallons of water for usage recorded during the period July 1, 2018 up to or through Sept 30. Also approve the sewer charge, based on usage, to be adjusted and refunded for anything during this period that would be identified as usage above their normal average.

Note: The utility account in question is located at 1601 22nd Street. The water line was completed, city water crews have flushed and customer has not reported any more discoloration. Once reads are obtained for the Oct billing the adjustment will be made an appear on the October bill. .

BACKGROUND

Mark Kronfuss and Stephanie Manuele own the property located at 1601 22nd St. The water line that services this property is considered the “end of the loop” aka “dead end”. With the subdivision work in their area the customers have noted an orange color in the treated water coming out of their faucets (this was first reported early in July). The City Water Department responded to this inquiry and determine there was iron in the water due to the subdivision work. The City has “flushed” the lines multiple times and the water clears up for a short period of time. The customer also noted water will clear up after running water for a period of time before each usage, but it concerned with the amount of water they are having to watch go down the drain and the cost associated with this. It is anticipated that the work involved that is creating this issue will be done as soon as the end of August, but may go into September. Once this work is completed the customer will not experience this issue. Being on this dead-end loop, this is the only customer that has been affected by this construction.

SUMMARY

Typically, the City Ordinance would allow staff to make an adjustment to the water usage and/or sewer usage based on incorrect reads or a proven leak. Being that neither is the case here, but identifying that the customer is utilizing more water than necessary or normal in order to have clear tap water to drink, cook with, bath, clean clothes etc., the City Staff is requesting the Council to consider and approve a refund of water usage during the time impacted, as well as, a credit for sewer charges above the normal average usage.

FISCAL IMPACT

Minimal (\$30-\$50)

AGENDA ITEM NO. _____

ALTERNATIVES

1. Approve request
2. Deny request
3. Approve alternative request with recommendation from Council

RECOMMENDATION

Since the City has identified this concern, provided multiple flushing of the line with minimal short-term results, staff recommends the Council approve the request of the refund.

AGENDA & SUMMARY REPORT TO:

Report Criteria:

Invoice.Detail.Input date = 09/11/2018
 Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
AMERICAN FAMILY LIFE ASSUR (550)				
	887884	AFLAC PREMIUM	09/05/2018	2,588.74
Total :				2,588.74
Total AMERICAN FAMILY LIFE ASSUR (550):				2,588.74
AMERICAN WELDING & GAS, INC. (128592)				
	05788499	OXYGEN/ACETYLENE/CYLINDER RENTAL	08/31/2018	64.68
	05788500	CARBON DIOXIDE/CYLINDER RENTAL	08/31/2018	29.96
Total :				94.64
Total AMERICAN WELDING & GAS, INC. (128592):				94.64
BAILEY ENTERPRISES INCORPORATED (130546)				
	083118	Fuel	09/06/2018	179.69
	083118	Fuel	09/06/2018	1,399.41
	083118	Fuel	09/06/2018	163.99
	083118	Fuel	09/06/2018	54.66
	083118	Fuel	09/06/2018	2,268.46
	083118	Fuel	09/06/2018	163.99
	083118	Fuel	09/06/2018	81.99
	083118	Fuel	09/06/2018	38.72
	083118	Fuel	09/06/2018	1,101.82
	083118	Fuel	09/06/2018	796.10
	083118	Fuel	09/06/2018	317.31
	083118	Fuel	09/06/2018	2.19
	083118	Fuel	09/06/2018	12.21
	083118	Fuel	09/06/2018	3.05
	083118	Fuel	09/06/2018	6.11
	083118	Fuel	09/06/2018	9.16
	083118	Fuel	09/06/2018	190.74
	083118	Fuel	09/06/2018	128.66
	083118	Fuel	09/06/2018	33.81
	083118	Fuel	09/06/2018	128.06
	083118	Fuel	09/06/2018	15.21
	083118	Fuel	09/06/2018	84.00
	083118	Fuel	09/06/2018	30.43
	083118	Fuel	09/06/2018	2,357.68
	083118	Fuel	09/06/2018	135.58
	083118	Fuel	09/06/2018	1,215.47
	083118	Fuel	09/06/2018	975.40
	083118	Fuel	09/06/2018	10.14
	083118	Fuel	09/06/2018	290.64
	083118	Fuel	09/06/2018	23.73
	083118	Fuel	09/06/2018	4,217.56
	083118	Fuel	09/06/2018	1,356.05
	083118	Fuel	09/06/2018	804.24
	083118	Fuel	09/06/2018	132.10
	083118	Fuel	09/06/2018	29.82
	083118	Fuel	09/06/2018	23.73
	083118	Fuel	09/06/2018	535.12
	083118	Fuel	09/06/2018	382.44

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	083118	Fuel	09/06/2018	23.73
	083118	Fuel	09/06/2018	621.87
	083118	Fuel	09/06/2018	139.24
	083118	Fuel	09/06/2018	507.31
	083118	Fuel	09/06/2018	29.75
	083118	Fuel	09/06/2018	1,316.22
Total :				22,337.58
Total BAILEY ENTERPRISES INCORPORATED (130546):				22,337.58
BAKER, LANE (131662)				
	1957	REC CENTER REFUND	09/05/2018	40.00
Total :				40.00
Total BAKER, LANE (131662):				40.00
BENEDICT, ADRIANNA (131663)				
	1958	REC CENTER REFUND	09/05/2018	40.00
Total :				40.00
Total BENEDICT, ADRIANNA (131663):				40.00
BIG HORN PRECAST (131651)				
	8026	MANHOLE CONE REPLACEMENT	09/05/2018	230.00
Total :				230.00
Total BIG HORN PRECAST (131651):				230.00
BLACKWELL, MICHAEL G (9460)				
SQUAD ROOM EMBLEMS	081718	SHOULDER PATCHES	08/17/2018	186.96
Total :				186.96
Total BLACKWELL, MICHAEL G (9460):				186.96
BLUE CROSS BLUE SHIELD OF WYOMING (1360)				
	082018	INSURANCE PREMIUM - SEPT 2018	08/20/2018	138,593.41
	082018	INSURANCE PREMIUM - SEPT 2018	08/20/2018	749.65
Total :				139,343.06
Total BLUE CROSS BLUE SHIELD OF WYOMING (1360):				139,343.06
BORDER STATES INDUSTRIES, INC (1420)				
	916025534	Wire, primary, 500MCM cu, jacketed, 25KV	08/29/2018	49,021.18
	916025534	Wire, primary, 500MCM cu, jacketed, 25KV	08/29/2018	13,390.85
	916035730	Meter F3S 1ph 3w c20 240v dmd mt	08/30/2018	1,212.78
	916035730	Meter 4S 1ph 3w c20 120-480v dmd	08/30/2018	5,815.52
Total :				69,440.33
Total BORDER STATES INDUSTRIES, INC (1420):				69,440.33

Secondary Name	Invoice	Description	Invoice Date	Total Cost
BURKE, MICHAEL (131413)	1964	REC CENTER REFUND	09/06/2018	380.00
Total :				380.00
Total BURKE, MICHAEL (131413):				380.00
CARQUEST AUTO PARTS (10200)				
	2874-IC-357965	Credit Repair Parts	08/07/2018	120.00-
	2874-IC-358142	Credit Repair Parts	08/09/2018	1.08-
	2874-IC-358728	Credit Repair Parts	08/17/2018	4.50-
	2874-ID-357528	Repair Parts	08/01/2018	19.95
	2874-ID-357529	Repair Parts	08/01/2018	3.04
	2874-ID-357652	Repair Parts	08/02/2018	3.04
	2874-ID-357652	Repair Parts	08/02/2018	8.05
	2874-ID-357652	Repair Parts	08/02/2018	2.87
	2874-ID-357653	Repair Parts	08/02/2018	5.88
	2874-ID-357731	Repair Parts	08/03/2018	15.39
	2874-ID-357771	Repair Parts	08/03/2018	31.49
	2874-ID-357859	Repair Parts	08/06/2018	11.09
	2874-ID-357872	Repair Parts	08/06/2018	2.87
	2874-ID-357906	Repair Parts	08/06/2018	9.49
	2874-ID-357949	Repair Parts	08/07/2018	2.87
	2874-ID-357959	Repair Parts	08/07/2018	297.62
	2874-ID-357991	Repair Parts	08/07/2018	7.35
	2874-ID-358039	Repair Parts	08/08/2018	108.55
	2874-ID-358092	Repair Parts	08/08/2018	140.14
	2874-ID-358111	Repair Parts	08/08/2018	28.14
	2874-ID-358146	Repair Parts	08/09/2018	2.87
	2874-ID-358230	Repair Parts	08/10/2018	2.66
	2874-ID-358260	Repair Parts	08/10/2018	89.10
	2874-ID-358362	Repair Parts	08/13/2018	3.50
	2874-ID-358362	Repair Parts	08/13/2018	19.95
	2874-ID-358551	Repair Parts	08/15/2018	13.30
	2874-ID-358591	Repair Parts	08/15/2018	7.72
	2874-ID-358652	Repair Parts	08/16/2018	9.39
	2874-ID-358726	Repair Parts	08/17/2018	4.50
	2874-ID-358740	Repair Parts	08/17/2018	9.45
	2874-ID-358743	Repair Parts	08/17/2018	8.75
	2874-ID-358778	Repair Parts	08/17/2018	80.13
	2874-ID-358884	Repair Parts	08/20/2018	28.55
	2874-ID-358892	Repair Parts	08/20/2018	3.04
	2874-ID-358915	Repair Parts	08/20/2018	146.92
	2874-ID-358974	Repair Parts	08/21/2018	18.84
	2874-ID-359155	Repair Parts	08/23/2018	2.87
	2874-ID-359284	Repair Parts	08/24/2018	2.76
	2874-ID-359392	Repair Parts	08/27/2018	2.66
	2874-ID-359392	Repair Parts	08/27/2018	21.35
	2874-ID-359490	Repair Parts	08/28/2018	61.49
	2874-ID-359491	Repair Parts	08/28/2018	6.30
	2874-ID-359491	Repair Parts	08/28/2018	2.87
	2874-ID-359491	Repair Parts	08/28/2018	3.04
	2874-ID-359601	Repair Parts	08/29/2018	23.56
	2874-ID-359709	Repair Parts	08/30/2018	2.87
	2874-ID-359781	Repair Parts	08/31/2018	7.69
	2874-ID-359790	Repair Parts	08/31/2018	211.23

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				1,369.61
Total CARQUEST AUTO PARTS (10200):				1,369.61
CENTURY LINK (10091)				
	90118	UTILITIES	09/01/2018	38.74
Total :				38.74
Total CENTURY LINK (10091):				38.74
CHEYENNE, LIGHT, FUEL & POWER COMPANY (130509)				
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	69.33
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	68.05
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	90.16
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	25.07
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	963.04
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	2,889.11
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	36.53
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	3.02
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	78.17
BLACK HILLS ENERGY	090718	UTILITIES	09/07/2018	25.42
Total :				4,247.90
Total CHEYENNE, LIGHT, FUEL & POWER COMPANY (130509):				4,247.90
CLARK, RONALD W (131046)				
TOWN TAXI	091818	TIPSY TAXI VOUCHERS	09/18/2018	175.00
Total :				175.00
Total CLARK, RONALD W (131046):				175.00
COPENHAVER KATH KITCHEN KOLPITCKE LLC (3140)				
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	3,357.24
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	345.40
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	801.32
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	801.32
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	801.32
	83118	LEGAL SERVICES - AUGUST 2018	09/05/2018	801.32
Total :				6,907.92
Total COPENHAVER KATH KITCHEN KOLPITCKE LLC (3140):				6,907.92
CUSTOM GARAGE DOOR LLC (127015)				
	4299	GARAGE DOOR REPAIRS - PARKS	08/20/2018	140.00
Total :				140.00
Total CUSTOM GARAGE DOOR LLC (127015):				140.00
DAMELIO, SARAH (131666)				
	15.6640.38	UTILITY DEPOSIT REFUND	09/04/2018	173.99

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				173.99
Total DAMELIO, SARAH (131666):				173.99
DEAN, MICHELLE (131661)				
	1956	REC CENTER REFUND	09/05/2018	80.00
Total :				80.00
Total DEAN, MICHELLE (131661):				80.00
DING, SHU YUE (131659)				
	1953	REC CENTER REFUND	09/05/2018	140.00
Total :				140.00
Total DING, SHU YUE (131659):				140.00
DIVISION OF VICTIM'S SERVICES (124470)				
	090618	CRIME VICTIM'S COMP - AUGUST 2018	09/06/2018	100.00
Total :				100.00
Total DIVISION OF VICTIM'S SERVICES (124470):				100.00
DUTRA FAMILY TRUST (131652)				
	3.2630.24	REFUND CREDIT BALANCE	09/07/2018	61.99
Total :				61.99
Total DUTRA FAMILY TRUST (131652):				61.99
ECKLEY, GREG (130920)				
	1966	REC CENTER REFUND	09/06/2018	100.00
Total :				100.00
Total ECKLEY, GREG (130920):				100.00
ELECTRO TEST AND MAINTENANCE, INC. (4060)				
	18-116	MINSKE FANS & PDE BUSHINGS	08/28/2018	20,516.96
Total :				20,516.96
Total ELECTRO TEST AND MAINTENANCE, INC. (4060):				20,516.96
ENERGY LABORATORIES, INC (4120)				
	179951	WATER SAMPLE TESTING	08/28/2018	185.00
Total :				185.00
Total ENERGY LABORATORIES, INC (4120):				185.00
EVERT, REBECCA (131493)				
	090618	RESTITUTION FROM RONALD EVERHART MC-1712-015	09/06/2018	50.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				50.00
Total EVERT, REBECCA (131493):				50.00
FIRE DISTRICT #2 (131409)				
	083118	FIRE DISTRICT PASS THROUGH FEE	08/31/2018	707.00
Total :				707.00
Total FIRE DISTRICT #2 (131409):				707.00
FREDERICK, LAUREL (131382)				
	090618	RESTITUTION FROM DEBRA HODSON MC-1706-037	09/06/2018	50.00
Total :				50.00
Total FREDERICK, LAUREL (131382):				50.00
GALLIS, STEFAN (129273)				
	2.1500.15	REFUND UTILITY DEPOSIT	08/31/2018	59.63
Total :				59.63
Total GALLIS, STEFAN (129273):				59.63
GLEASON, JIM (131658)				
	1968	REC CENTER REFUND	09/06/2018	20.00
Total :				20.00
Total GLEASON, JIM (131658):				20.00
GOSWICK, DAVE (131667)				
	17.1110.30	UTILITY DEPOSIT REFUND	08/31/2018	179.53
Total :				179.53
Total GOSWICK, DAVE (131667):				179.53
H B I INSURANCE (12306)				
	2335	NOTARY BOND RENEWAL - C30	08/13/2018	50.00
	2336	NOTARY BOND RENEWAL - CO5	08/13/2018	50.00
Total :				100.00
Total H B I INSURANCE (12306):				100.00
HARRIS TRUCKING AND CONSTRUCTION (129345)				
WYOMING STEEL SERVICES LLC	005171	RECYCLING HAULING	08/27/2018	475.00
Total :				475.00
Total HARRIS TRUCKING AND CONSTRUCTION (129345):				475.00
HARRIS TRUCKING AND CONSTRUCTION CO (7730)				
PARK COUNTY READY MIX	113825	SAND SLURRY	08/25/2018	485.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				485.00
Total HARRIS TRUCKING AND CONSTRUCTION CO (7730):				485.00
HARRIS TRUCKING AND CONSTRUCTION CO. (4780)				
	131450	ASPHALT PATCH 15TH & WYOMING	08/26/2018	1,778.04
Total :				1,778.04
Total HARRIS TRUCKING AND CONSTRUCTION CO. (4780):				1,778.04
HATMAKER, MELISSA (131626)				
	11.1750.28-1	REFUND CREDIT BALANCE	09/07/2018	140.16
Total :				140.16
Total HATMAKER, MELISSA (131626):				140.16
HENRY, BOBBIE (131655)				
	1961	REC CENTER REFUND	09/06/2018	200.00
Total :				200.00
Total HENRY, BOBBIE (131655):				200.00
HORDICHOK, LINDA (131654)				
	17.1170.14	REFUND CREDIT BALANCE	09/07/2018	63.74
Total :				63.74
Total HORDICHOK, LINDA (131654):				63.74
J & J CONSTRUCTION LLC (130254)				
	612	ADIX ADDITION PROJECT	08/24/2018	5,324.00
Total :				5,324.00
Total J & J CONSTRUCTION LLC (130254):				5,324.00
KITCHEN, SCOTT (129803)				
	090418	REIMBURSEMENT FOR MILEAGE	09/04/2018	41.42
Total :				41.42
Total KITCHEN, SCOTT (129803):				41.42
LARSEN, LARRY (131502)				
	090618	RESTITUTION FROM ERIC GILBERT MC-1801-011	09/06/2018	250.00
Total :				250.00
Total LARSEN, LARRY (131502):				250.00
LINEBERGER, THERESA (130140)				
	1962	REC CENTER REFUND	09/06/2018	375.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				375.00
Total LINEBERGER, THERESA (130140):				375.00
MACKENNA, CAITLIN (131665)				
	7.1930.25	CREDIT BALANCE REFUND	09/05/2018	17.94
Total :				17.94
Total MACKENNA, CAITLIN (131665):				17.94
MALTBY, CONNIE (131222)				
	090618	RESTITUTION FROM JOHN EDWARDS MC-1606-002	09/06/2018	200.00
Total :				200.00
Total MALTBY, CONNIE (131222):				200.00
MARCUS, KATIE (131656)				
	1965	REC CENTER REFUND	09/06/2018	100.00
Total :				100.00
Total MARCUS, KATIE (131656):				100.00
MARTINEZ, ALICIA (131668)				
	4.1410.41	UTILITY DEPOSIT REFUND	08/31/2018	144.40
	4.1410.41-1	REFUND CREDIT BALANCE	09/11/2018	255.60
Total :				400.00
Total MARTINEZ, ALICIA (131668):				400.00
MCPHAIL, ROBERT (131653)				
	13.5520.13	REFUND CREDIT BALANCE	09/07/2018	106.67
Total :				106.67
Total MCPHAIL, ROBERT (131653):				106.67
NCPERS WYOMING (125412)				
	83118	PREMIUM	09/05/2018	432.00
Total :				432.00
Total NCPERS WYOMING (125412):				432.00
NORCO, INC. (128948)				
	24581447	WELDING SUPPLIES	08/31/2018	24.30
Total :				24.30
Total NORCO, INC. (128948):				24.30
PARK COUNTY (7670)				
	4063	LEC CONTRACT - DISPATCH	09/01/2018	197.02
	4063	LEC CONTRACT - DISPATCH	09/01/2018	3,349.39

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	4063	LEC CONTRACT - DISPATCH	09/01/2018	591.07
	4063	LEC CONTRACT - DISPATCH	09/01/2018	15,564.81
	4063	LEC CONTRACT - MAINTENANCE	09/01/2018	2,298.67
	4063	LEC CONTRACT - CONSOLE	09/01/2018	38.47
	4063	LEC CONTRACT - CONSOLE	09/01/2018	653.93
	4063	LEC CONTRACT - CONSOLE	09/01/2018	115.40
	4063	LEC CONTRACT - CONSOLE	09/01/2018	3,038.83
	4063	LEC CONTRACT - UTILITIES	09/01/2018	1,133.76
	4063	LEC CONTRACT - CAPITOL EQUIPMENT	09/01/2018	4,500.00
Total :				31,481.35
Total PARK COUNTY (7670):				31,481.35
PARK COUNTY ANIMAL SHELTER (5120)				
	090118	ANIMAL SERVICE CONTRACT - SEPT 2018	09/01/2018	3,750.00
Total :				3,750.00
Total PARK COUNTY ANIMAL SHELTER (5120):				3,750.00
PARK COUNTY CIRCUIT COURT (128493)				
	9518	CV-2016-0757	09/05/2018	312.59
Total :				312.59
Total PARK COUNTY CIRCUIT COURT (128493):				312.59
PARK COUNTY LANDFILL (129053)				
	083118	LANDFILL CHARGES - AUGUST 2018	08/31/2018	81,091.50
Total :				81,091.50
Total PARK COUNTY LANDFILL (129053):				81,091.50
PARK COUNTY SHERIFF (7740)				
	083118	INCARCERATION - AUGUST 2018	08/31/2018	60.00
Total :				60.00
Total PARK COUNTY SHERIFF (7740):				60.00
PARK COUNTY TREASURER (7760)				
	082418	PROPERTY TAXES	08/24/2018	38,475.60
	082418	PROPERTY TAXES	08/24/2018	12,739.12
	082418	PROPERTY TAXES	08/24/2018	2,405.48
	082418	PROPERTY TAXES	08/24/2018	12,739.13
Total :				66,359.33
Total PARK COUNTY TREASURER (7760):				66,359.33
PATTERSON, RAY (126534)				
	1960	REC CENTER REFUND	09/06/2018	180.00
Total :				180.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total PATTERSON, RAY (126534):				180.00
PINNACLE CONSULTING (129338)				
	2.1460.23	REFUND CREDIT BALANCE	09/07/2018	53.22
Total :				53.22
Total PINNACLE CONSULTING (129338):				53.22
PIPER, TERESA (130744)				
	1954	REC CENTER REFUND	09/05/2018	40.00
Total :				40.00
Total PIPER, TERESA (130744):				40.00
PRINT INC (8090)				
POWELL TRIBUNE	2324637	CONCERTS IN THE PARK ADVERTISING	08/07/2018	58.50
POWELL TRIBUNE	2324845	CONCERTS IN THE PARK ADVERTISING	08/14/2018	58.50
POWELL TRIBUNE	2325026	CONCERTS IN THE PARK ADVERTISING	08/21/2018	58.50
Total :				175.50
Total PRINT INC (8090):				175.50
PROVIDENT LIFE & ACCIDENT INS (128033)				
	83118	PREMIUMS	09/05/2018	167.06
Total :				167.06
Total PROVIDENT LIFE & ACCIDENT INS (128033):				167.06
QUALITY ASPHALT PAVING, INC (125010)				
	1865	ASPHALT PATCHING	08/14/2018	4,040.00
Total :				4,040.00
Total QUALITY ASPHALT PAVING, INC (125010):				4,040.00
RESCH, ABBEY (131543)				
	1963	REC CENTER REFUND	09/06/2018	140.00
Total :				140.00
Total RESCH, ABBEY (131543):				140.00
ROBSON, DEBORAH (131569)				
	090618	RESTITUTION FROM MARTHA RINDFLEISCH MC-1803-041	09/06/2018	533.54
Total :				533.54
Total ROBSON, DEBORAH (131569):				533.54
SABER PEST CONTROLL LLC (131183)				
	AUD116	PEST CONTROL - AUDITORIUM	08/29/2018	80.00
	CH116	PEST CONTROL - CITY HALL	08/29/2018	60.00
	REC118	PEST CONTROL - REC CENTER	08/29/2018	90.00
	REC118	PEST CONTROL - REC CENTER	08/29/2018	90.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				320.00
Total SABER PEST CONTROLL LLC (131183):				320.00
SCHAFFER, MAGGIE (131657)				
	1967	REC CENTER REFUND	09/06/2018	20.00
Total :				20.00
Total SCHAFFER, MAGGIE (131657):				20.00
SCHUMACHER, NANCY (129086)				
	17.9035.17	REFUND CREDIT BALANCE	09/07/2018	64.92
Total :				64.92
Total SCHUMACHER, NANCY (129086):				64.92
SHOSHONE MUNICIPAL PIPELINE (9130)				
	090118	WATER PURCHASE - AUG 2018	09/01/2018	173,372.82
Total :				173,372.82
Total SHOSHONE MUNICIPAL PIPELINE (9130):				173,372.82
SKARSHAUG TESTING LAB (9320)				
	229429	GLOVE & BLANKET TESTS	08/28/2018	413.70
Total :				413.70
Total SKARSHAUG TESTING LAB (9320):				413.70
SYSTEMS GRAPHICS INC (129162)				
ADVANCED INFO SYSTEMS	14458	OUTSOURCE BILLS	08/22/2018	14.32
ADVANCED INFO SYSTEMS	14458	OUTSOURCE BILLS	08/22/2018	41.18
ADVANCED INFO SYSTEMS	14458	OUTSOURCE BILLS	08/22/2018	37.60
ADVANCED INFO SYSTEMS	14458	OUTSOURCE BILLS	08/22/2018	37.60
ADVANCED INFO SYSTEMS	14458	OUTSOURCE BILLS	08/22/2018	48.35
ADVANCED INFO SYSTEMS	14461	OUTSOURCE BILLS	08/28/2018	32.46
ADVANCED INFO SYSTEMS	14461	OUTSOURCE BILLS	08/28/2018	93.32
ADVANCED INFO SYSTEMS	14461	OUTSOURCE BILLS	08/28/2018	85.20
ADVANCED INFO SYSTEMS	14461	OUTSOURCE BILLS	08/28/2018	85.20
ADVANCED INFO SYSTEMS	14461	OUTSOURCE BILLS	08/28/2018	109.54
ADVANCED INFO SYSTEMS	14477	OUTSOURCE BILLS	09/06/2018	18.39
ADVANCED INFO SYSTEMS	14477	OUTSOURCE BILLS	09/06/2018	52.87
ADVANCED INFO SYSTEMS	14477	OUTSOURCE BILLS	09/06/2018	48.27
ADVANCED INFO SYSTEMS	14477	OUTSOURCE BILLS	09/06/2018	48.27
ADVANCED INFO SYSTEMS	14477	OUTSOURCE BILLS	09/06/2018	62.05
Total :				814.62
Total SYSTEMS GRAPHICS INC (129162):				814.62
THE OFFICE SHOP INC (7440)				
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	121.37
	91026	COPIER CONTRACT - CITY HALL	08/27/2018	132.41
	91027	COPIER CONTRACT - CITY HALL	08/27/2018	115.21
	91028	COPIER AGREEMENT - AQUATIC/REC CENTER	08/27/2018	1,039.32
	91028	COPIER AGREEMENT - AQUATIC/REC CENTER	08/27/2018	1,039.31
	91807	COPIER CONTRACT - SHOP	09/04/2018	9.54
	91807	COPIER CONTRACT - SHOP	09/04/2018	9.54
	91807	COPIER CONTRACT - SHOP	09/04/2018	9.54
	91807	COPIER CONTRACT - SHOP	09/04/2018	9.54
	91807	COPIER CONTRACT - SHOP	09/04/2018	9.52
Total :				3,344.89
Total THE OFFICE SHOP INC (7440):				3,344.89
TODD, HEIDI (131660)				
	1955	REC CENTER REFUND	09/05/2018	80.00
Total :				80.00
Total TODD, HEIDI (131660):				80.00
TWEEDS WHOLESALE CO (131506)				
	363562	CUSTODIAL SUPPLIES	07/18/2018	64.05
Total :				64.05
Total TWEEDS WHOLESALE CO (131506):				64.05
TWO TOUGH GUYS SERVICES, LLC (126515)				
	29356	ROLL OFF CONTAINER FOR JULY 4TH	08/07/2016	193.56
Total :				193.56
Total TWO TOUGH GUYS SERVICES, LLC (126515):				193.56
U S BANK PURCHASE CARD (129981)				
	090618	GASB dues	09/06/2018	265.00
	090618	employee recognition - fall picnic	09/06/2018	56.77
	090618	employee recognition - fall picnic	09/06/2018	5.33
	090618	employee recognition fall picnic	09/06/2018	9.47
	090618	advertising	09/06/2018	138.55
	090618	office supplies - folder fastners	09/06/2018	15.77
	090618	network switch	09/06/2018	30.09
	090618	DOTGOV Domain annual fee	09/06/2018	400.00
	090618	sonic wall - security annual fee	09/06/2018	346.88
	090618	software annual subscription - symantic protection	09/06/2018	746.78
	090618	Grant file binders	09/06/2018	15.25
	090618	file folder labels	09/06/2018	13.77
	090618	Risk assessments	09/06/2018	339.06
	090618	Utility - Verizon	09/06/2018	25.33
	090618	fuel - travel expenses	09/06/2018	34.20
	090618	fuel - travel expenses	09/06/2018	61.74
	090618	Utility - Verizon	09/06/2018	49.53

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	ice cream social and supplies	09/06/2018	48.62
Total General Government:				2,602.14
	090618	employee recognition - fall picnic	09/06/2018	20.28
	090618	employee recognition - fall picnic	09/06/2018	1.90
	090618	employee recognition fall picnic	09/06/2018	3.38
	090618	sonic wall - security annual fee	09/06/2018	108.40
	090618	software annual subscription - symantic protection	09/06/2018	233.37
	090618	Paint	09/06/2018	91.78
	090618	utilities - phone - tct	09/06/2018	87.81
	090618	Utilities - TCT	09/06/2018	86.29
	090618	Fertilizer spring/fall; seed	09/06/2018	10,686.40
	090618	Edger blades	09/06/2018	10.65
	090618	Edger blades	09/06/2018	47.96
	090618	Shop supplies	09/06/2018	9.99
	090618	Shop supplies	09/06/2018	18.99
	090618	Shop supplies	09/06/2018	3.59
	090618	Wasp killer	09/06/2018	6.49
	090618	Shop supplies	09/06/2018	32.99
	090618	Materials	09/06/2018	8.76
	090618	Shop supplies	09/06/2018	60.52
	090618	Trimmer line	09/06/2018	43.21
	090618	Alternator core	09/06/2018	50.00-
	090618	B18 Wheel alignment	09/06/2018	65.00
	090618	I01 Alternator	09/06/2018	384.57
	090618	Eric ISA	09/06/2018	52.00
	090618	Monte ISA	09/06/2018	15.00
	090618	Monte - ISA RMC Annual Conference	09/06/2018	300.00
	090618	Rec Trac software agreement	09/06/2018	3,845.16
	090618	Utility - Verizon	09/06/2018	101.87
	090618	Fertilizer spring/fall; seed	09/06/2018	997.55
	090618	Soccer field paint	09/06/2018	15.98
	090618	Soccer paint	09/06/2018	15.98
	090618	Tree cages	09/06/2018	79.99
	090618	Tree cages	09/06/2018	4.79
	090618	Wasp killer	09/06/2018	6.49
	090618	Air filter for push mower	09/06/2018	9.99
	090618	Edger repair	09/06/2018	54.65
	090618	Edger repair	09/06/2018	10.00
	090618	Striping machine	09/06/2018	.50
	090618	Husqvarna mower	09/06/2018	49.32
	090618	Cleaning supplies	09/06/2018	73.00
	090618	Cleaning supplies	09/06/2018	374.60
	090618	RR Sterilizer	09/06/2018	67.52
	090618	Cleaning supplies	09/06/2018	26.77
	090618	Cleaning supplies	09/06/2018	12.97
	090618	Ear plugs	09/06/2018	53.80
	090618	Uniforms	09/06/2018	84.99
	090618	Canal Park	09/06/2018	72.27
	090618	Greybull Hill	09/06/2018	37.59
	090618	Irrigation	09/06/2018	2.58
	090618	Irrigation	09/06/2018	235.00
	090618	Irrigation	09/06/2018	9.99
	090618	Irrigation repairs	09/06/2018	5.57
	090618	employee recognition - fall picnic	09/06/2018	20.28
	090618	employee recognition - fall picnic	09/06/2018	1.90
	090618	employee recognition fall picnic	09/06/2018	3.38

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	sonic wall - security annual fee	09/06/2018	108.40
	090618	software annual subscription - symantic protection	09/06/2018	233.37
	090618	repair door at city hall	09/06/2018	23.99
	090618	service call back door combination lock city hall	09/06/2018	120.00
	090618	repairs to monitor system at rec center	09/06/2018	183.75
	090618	utilities - phone - tct	09/06/2018	1,016.88
	090618	Utilities - TCT	09/06/2018	1,024.72
	090618	Utility - Verizon	09/06/2018	61.62
	090618	coffee and creamer	09/06/2018	118.92
	090618	flag crank	09/06/2018	9.99
	090618	flag cranks	09/06/2018	46.97
	090618	bulbs for auditorium	09/06/2018	57.60
	090618	repairs to buildings	09/06/2018	354.27
	090618	Rec Trac software agreement	09/06/2018	3,612.12
	090618	utilities - phone - tct	09/06/2018	56.45
	090618	Utilities - TCT	09/06/2018	56.45
Total Parks & Facilities:				25,689.31
	090618	employee recognition - fall picnic	09/06/2018	97.32
	090618	employee recognition - fall picnic	09/06/2018	9.14
	090618	employee recognition fall picnic	09/06/2018	16.23
	090618	advertising	09/06/2018	179.20
	090618	Random Drug Testing Program	09/06/2018	85.50
	090618	sonic wall - security annual fee	09/06/2018	65.04
	090618	software annual subscription - symantic protection	09/06/2018	140.02
	090618	utilities - phone - tct	09/06/2018	66.46
	090618	Utilities - TCT	09/06/2018	66.45
	090618	A06 alignment	09/06/2018	65.00
	090618	A06 Radio repair	09/06/2018	66.25
	090618	A07 Brakes and rotors	09/06/2018	372.72
	090618	A12 miss fire repair	09/06/2018	282.58
	090618	A12 radiator	09/06/2018	169.25
	090618	A12 repairs	09/06/2018	60.09
	090618	A18 Brakes and rotors	09/06/2018	201.74
	090618	A18 collision repair	09/06/2018	1,023.75
	090618	tires	09/06/2018	964.08
	090618	A04 window switches	09/06/2018	75.61
	090618	C31 ASSOC DUES & MEMBERSHIPS	09/06/2018	350.00
	090618	C31 MEETING EXPENSE	09/06/2018	38.31
	090618	Utility - Verizon	09/06/2018	139.07
	090618	C31 NOTARY BOND - C30	09/06/2018	21.00
	090618	Confenience fee - Notary Bond	09/06/2018	1.50
	090618	C31 SUPPLIES - TRAINING	09/06/2018	29.47
	090618	C31 MATERIALS & SUPPLIES - ADMIN	09/06/2018	146.72
	090618	C31 OFFICE SUPPLIES - ADMIN	09/06/2018	182.89
	090618	C31 UNIFORM C01	09/06/2018	16.00
	090618	C31 *REFUND* UNIFORM - C01	09/06/2018	9.59-
	090618	Utility - Verizon	09/06/2018	32.67
	090618	Utility - Verizon	09/06/2018	32.67
	090618	C12 CAR WASH	09/06/2018	9.00
	090618	C12 CAR WASH	09/06/2018	9.00
	090618	C05 CAR WASH	09/06/2018	9.00
	090618	C19 CAR WASH	09/06/2018	9.00
	090618	C06 CAR WASH	09/06/2018	9.00
	090618	C06 CAR WASH	09/06/2018	9.00
	090618	C22 CAR WASH	09/06/2018	3.41
	090618	C22 CAR WASH	09/06/2018	4.71

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	C11 CAR WASH	09/06/2018	5.70
	090618	C09 CAR WASH	09/06/2018	9.00
	090618	C24 CAR WASH	09/06/2018	6.09
	090618	C24 CAR WASH	09/06/2018	7.16
	090618	C20 CAR WASH	09/06/2018	11.00
	090618	C07 CAR WASH	09/06/2018	9.00
	090618	C07 CAR WASH	09/06/2018	9.00
	090618	Utility - Verizon	09/06/2018	507.54
	090618	C31 BREAK ROOM SUPPLIES	09/06/2018	28.71
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	50.00
	090618	C31 MEDICAL & LAB SUPPLIES	09/06/2018	46.10
	090618	C31 MEDICAL & LAB SUPPLIES	09/06/2018	11.45
	090618	C31 MEDICAL & LAB SUPPLIES	09/06/2018	123.30
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	1,124.31
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	14.97
	090618	C31 MATERIALS & SUPPLIES - PATROL	09/06/2018	398.90
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	69.98-
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	69.98
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	1,027.38
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	9.10
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	149.22
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	89.96
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	135.57
	090618	C31 SUBS & REF MATERIALS - PATROL	09/06/2018	511.05
	090618	C07 UNIFORM	09/06/2018	217.57
	090618	C12 UNIFORM	09/06/2018	165.01
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	359.53
	090618	C31 UNIFORM ALLOWANCE - C13	09/06/2018	97.63
	090618	C31 UNIFORM ALLOWANCE - C13	09/06/2018	234.34
	090618	C31 OFFICE SUPPLIES - PATROL	09/06/2018	37.28
	090618	C31 UNIFORM - MISC/NEW	09/06/2018	104.08
	090618	C31 UNIFORM ALLOWANCE - C18	09/06/2018	432.00
	090618	C05 UNIFORM	09/06/2018	6.83
	090618	C05 UNIFORM	09/06/2018	64.95
	090618	C18 UNIFORM	09/06/2018	52.50
	090618	C18 UNIFORM	09/06/2018	22.30
	090618	C09 UNIFORM	09/06/2018	98.85
	090618	C09 UNIFORM	09/06/2018	108.88
	090618	C24 UNIFORM	09/06/2018	63.00
	090618	C15 UNIFORM	09/06/2018	88.83
	090618	C15N UNIFORM	09/06/2018	197.66
	090618	C20 UNIFORM	09/06/2018	58.80
	090618	C31 UNIFORM - MISC/PATROL	09/06/2018	22.47
	090618	C09 TACTICAL TEAM	09/06/2018	1.88
	090618	C25 CAR WASH	09/06/2018	9.00
	090618	Utility - Verizon	09/06/2018	259.48
	090618	C14 OFFICE SUPPLIES - INVESTIGATIONS	09/06/2018	1.58
	090618	C14 OFFICE SUPPLIES - INVESTIGATIONS	09/06/2018	169.99
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.65
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.65
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C03 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C14 EVIDENCE SHIPPING	09/06/2018	12.97
	090618	C14 EVIDENCE SHIPPING	09/06/2018	15.71

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	C14 EVIDENCE SHIPPING	09/06/2018	10.14
	090618	C25 UNIFORM - INVESTIGATIONS	09/06/2018	120.75
	090618	C14 UNIFORM	09/06/2018	119.95
	090618	C14 UNIFORM	09/06/2018	110.00
	090618	C14 UNIFORM *REFUND*	09/06/2018	110.00-
	090618	C14 UNIFORM *REFUND*	09/06/2018	119.95-
	090618	Utility - Verizon	09/06/2018	52.03
Total Police Department:				12,501.95
	090618	employee recognition - fall picnic	09/06/2018	24.33
	090618	employee recognition - fall picnic	09/06/2018	2.68
	090618	employee recognition fall picnic	09/06/2018	4.06
	090618	sonic wall - security annual fee	09/06/2018	43.36
	090618	software annual subscription - symantic protection	09/06/2018	93.35
	090618	B11 radiator	09/06/2018	131.90
	090618	B43 accident repair	09/06/2018	923.40
	090618	advertising	09/06/2018	2,837.75
	090618	Utility - Verizon	09/06/2018	40.01
	090618	Office supplies & shipping	09/06/2018	1.89
	090618	Office supplies & shipping	09/06/2018	10.79
	090618	Utility - Verizon	09/06/2018	165.84
	090618	employee recognition - fall picnic	09/06/2018	40.55
	090618	employee recognition - fall picnic	09/06/2018	3.81
	090618	employee recognition fall picnic	09/06/2018	6.76
	090618	Random Drug Testing Program	09/06/2018	45.00
	090618	sonic wall - security annual fee	09/06/2018	75.88
	090618	software annual subscription - symantic protection	09/06/2018	163.36
	090618	Keys	09/06/2018	5.96
	090618	Hotsy hose	09/06/2018	386.04
	090618	utilities - phone - tct	09/06/2018	98.17
	090618	Utilities - TCT	09/06/2018	95.17
	090618	B30 radio antenna	09/06/2018	55.00
	090618	F01 repairs	09/06/2018	15.52
	090618	Hydraulic valve F05	09/06/2018	2,174.75
	090618	light bar	09/06/2018	333.06
	090618	Relay module	09/06/2018	296.17
	090618	B32 steering wheel	09/06/2018	90.00
	090618	K22 tarp	09/06/2018	137.38
	090618	Brooms for bobcat	09/06/2018	801.34
	090618	pelican sweeper brooms	09/06/2018	500.00
	090618	Pelican sweeper brooms	09/06/2018	327.25
	090618	Trailer ball	09/06/2018	12.72
	090618	Cutting wheels	09/06/2018	11.94
	090618	ice cream social and supplies	09/06/2018	11.98
	090618	Oil Drain pan	09/06/2018	308.23
	090618	shop tools	09/06/2018	45.98
	090618	Expenses - PWD Search	09/06/2018	38.00
	090618	Lodging - PWD Search	09/06/2018	204.99
	090618	Lodging expense- PWD Search	09/06/2018	204.99
	090618	Lodging PWD Search	09/06/2018	409.98
	090618	Lodging PWD Search	09/06/2018	409.98
	090618	Lodging PWD Search	09/06/2018	415.69
	090618	employee recognition picnic	09/06/2018	32.61
	090618	Meeting expenses - PWD	09/06/2018	59.97
	090618	Porta potty rental	09/06/2018	105.00
	090618	Hotel room /Salt trip	09/06/2018	104.78
	090618	Hotel room /Salt trip	09/06/2018	104.78

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	Meals/Salt trip	09/06/2018	28.76
	090618	Credit for return	09/06/2018	3.37-
	090618	parts for Cougar Ave pump	09/06/2018	16.49
	090618	Repair kit/Walk behind paint machine	09/06/2018	150.67
	090618	Battery	09/06/2018	5.76
	090618	advertising	09/06/2018	1,001.30
	090618	Utility - Verizon	09/06/2018	165.53
	090618	Fuel/Salt trip	09/06/2018	264.94
	090618	Fuel/Salt trip	09/06/2018	182.28
	090618	Barricades	09/06/2018	1,826.00
	090618	Barricades	09/06/2018	1,700.22
	090618	shipping/chipseal markers	09/06/2018	25.88
	090618	Grease	09/06/2018	11.02
	090618	Gloves	09/06/2018	17.99
	090618	shop towels	09/06/2018	72.46
	090618	Cross walk template	09/06/2018	1.99
	090618	Gantry crane	09/06/2018	6,538.75
	090618	cover roll for chip seal	09/06/2018	88.16
	090618	cover roll for chip seal	09/06/2018	110.21
Total Public Works:				24,617.19
	090618	employee recognition - fall picnic	09/06/2018	52.72
	090618	employee recognition - fall picnic	09/06/2018	4.95
	090618	employee recognition fall picnic	09/06/2018	8.79
	090618	advertising	09/06/2018	149.25
	090618	adobe software annual license	09/06/2018	1,775.52
	090618	sonic wall - security annual fee	09/06/2018	108.40
	090618	software annual subscription - symantic protection	09/06/2018	233.37
	090618	refund	09/06/2018	236.63-
	090618	bulbs for rec center	09/06/2018	115.36
	090618	repairs to buildings	09/06/2018	1,919.22
	090618	rec center maintenance	09/06/2018	17.48
	090618	Scissor lift rental	09/06/2018	774.63
	090618	utilities - phone - tct	09/06/2018	262.00
	090618	Utilities - TCT	09/06/2018	262.86
	090618	WYAA conference	09/06/2018	398.00
	090618	WRPA Conference, Rick Manchester	09/06/2018	105.00
	090618	advertising	09/06/2018	440.00
	090618	Rec Trac software agreement	09/06/2018	233.04
	090618	brochure	09/06/2018	136.72
	090618	Utility - Verizon	09/06/2018	126.50
	090618	coffee for rec supplies for KOM	09/06/2018	164.31
	090618	spotify	09/06/2018	9.99
	090618	Drug Testing - Random and New Employee	09/06/2018	45.00
	090618	Random Drug Testing Program	09/06/2018	4.50
	090618	brochure	09/06/2018	273.44
	090618	Tiny tots door stop	09/06/2018	2.99
	090618	paint for tiny tots	09/06/2018	51.29
	090618	KOM summer camp	09/06/2018	51.89
	090618	KOM summer camp staff meeting	09/06/2018	36.85
	090618	KOM sunscreen	09/06/2018	464.23
	090618	Tiny Tots supplies	09/06/2018	5.38
	090618	Tiny Tots supplies	09/06/2018	4.13
	090618	tiny tots music	09/06/2018	50.48
	090618	Tiny Tots supplies	09/06/2018	43.18
	090618	KOM summer camp	09/06/2018	201.00
	090618	KOM summer camp	09/06/2018	285.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	paint for tiny tots	09/06/2018	17.09
	090618	Tiny Tots supplies	09/06/2018	70.83
	090618	frac grant	09/06/2018	7.99
	090618	coffee for rec supplies for KOM	09/06/2018	583.76
	090618	brochure	09/06/2018	273.44
	090618	brochure	09/06/2018	205.08
	090618	t shirts for triathlon	09/06/2018	473.00
	090618	repairs to equipment	09/06/2018	61.50
	090618	repairs to machines	09/06/2018	24.43
	090618	brochure	09/06/2018	136.72
	090618	daily passes	09/06/2018	535.20
	090618	advertising	09/06/2018	387.50
	090618	concert in the park equipment	09/06/2018	12.99
	090618	concert sound equipment	09/06/2018	417.00
	090618	concerts in the park	09/06/2018	2.22
	090618	employee recognition - fall picnic	09/06/2018	16.22
	090618	employee recognition - fall picnic	09/06/2018	1.52
	090618	employee recognition fall picnic	09/06/2018	2.70
	090618	sonic wall - security annual fee	09/06/2018	108.40
	090618	software annual subscription - symantic protection	09/06/2018	233.37
	090618	utilities - phone - tct	09/06/2018	225.32
	090618	Utilities - TCT	09/06/2018	226.06
	090618	chemicals to clean pools	09/06/2018	505.11
	090618	WRPA Conference, Rick Manchester	09/06/2018	105.00
	090618	Rec Trac software agreement	09/06/2018	1,980.84
	090618	cleaning supplies	09/06/2018	411.50
	090618	Grip Tape for Slide stairs	09/06/2018	124.98
	090618	Repairs to cupboard and cleaning week supplies	09/06/2018	19.56
	090618	Spa repair	09/06/2018	61.26
	090618	grease for pumps/motors	09/06/2018	33.84
	090618	misc. supplies-laundry baskets, sticky notes, etc	09/06/2018	52.36
	090618	misc. supplies-screws, grip tape	09/06/2018	243.81
	090618	supplies for slide beams	09/06/2018	29.26
	090618	supplies to fix slide beams	09/06/2018	40.05
	090618	Office Supplies	09/06/2018	33.72
	090618	Office Supplies	09/06/2018	34.02
	090618	Office supplies and Turtle Tale supplies	09/06/2018	14.82
	090618	misc. supplies-laundry baskets, sticky notes, etc	09/06/2018	244.56
	090618	Storage for Speaker System	09/06/2018	239.77
	090618	storage bench for pool deck	09/06/2018	811.70
	090618	repairs to buildings	09/06/2018	252.23
	090618	repair to timing equipment	09/06/2018	1,675.00
	090618	repair to timing equipment	09/06/2018	2,100.00
	090618	brochure	09/06/2018	170.90
	090618	Office supplies and Turtle Tale supplies	09/06/2018	9.79
	090618	Supplies for Eggstravaganza	09/06/2018	78.89
	090618	Turtle Tales supplies	09/06/2018	32.79
	090618	b-day party	09/06/2018	30.96
	090618	b-day party	09/06/2018	79.28
	090618	cameras for b-day partys	09/06/2018	749.25
	090618	lessons candy	09/06/2018	8.00
	090618	pool decorations	09/06/2018	17.63
	090618	pool decorations	09/06/2018	417.04
	090618	pool decorations	09/06/2018	47.55
	090618	pool decorations	09/06/2018	25.90
	090618	pool decorations	09/06/2018	133.63
	090618	pool decorations	09/06/2018	106.79
	090618	pool decorations	09/06/2018	17.43

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	supplies for b-day partys	09/06/2018	316.61
	090618	storage shelf for aquatics manuals	09/06/2018	36.75
	090618	repairs to buildings	09/06/2018	216.92
	090618	brochure	09/06/2018	170.90
	090618	chlorine monitors	09/06/2018	40.00
	090618	co2	09/06/2018	324.00
	090618	plastic pallets for chemicals to sit on	09/06/2018	334.57
	090618	plastic pallets for chemicals to sit on	09/06/2018	134.18
	090618	pool chemicals	09/06/2018	696.96
	090618	pool chemicals	09/06/2018	1,587.81
	090618	pool chemicals	09/06/2018	1,935.43
	090618	repairs to buildings	09/06/2018	35.30
	090618	Rec Trac software agreement	09/06/2018	1,980.84
	090618	utilities - phone - tct	09/06/2018	36.68
	090618	Utilities - TCT	09/06/2018	36.80
	090618	Grip Tape for Slide stairs	09/06/2018	25.60
	090618	daily passes	09/06/2018	133.80
	090618	brochure	09/06/2018	68.36
	090618	brochure	09/06/2018	136.72
	090618	youth athletics	09/06/2018	127.48
	090618	pizza for zombie event	09/06/2018	102.00
	090618	bags for equipment	09/06/2018	61.32
	090618	brochure	09/06/2018	136.72
	090618	Utilities - Charter	09/06/2018	79.97
	090618	Inventory supplies mini golf	09/06/2018	8.88
	090618	Mini golf inventory	09/06/2018	42.95
	090618	mini golf	09/06/2018	12.41
	090618	mini golf	09/06/2018	64.99
				32,427.35
Total Recreation Center:				
	090618	employee recognition - fall picnic	09/06/2018	36.50
	090618	employee recognition - fall picnic	09/06/2018	3.43
	090618	employee recognition fall picnic	09/06/2018	6.09
	090618	Drug Testing - Random and New Employee	09/06/2018	10.83
	090618	Random Drug Testing Program	09/06/2018	40.50
	090618	sonic wall - security annual fee	09/06/2018	10.84
	090618	software annual subscription - symantic protection	09/06/2018	23.34
	090618	utilities - phone - tct	09/06/2018	86.06
	090618	Utilities - TCT	09/06/2018	86.06
	090618	C01 injector return	09/06/2018	22.77
	090618	C02 sensor	09/06/2018	56.10
	090618	C05 repairs	09/06/2018	539.33
	090618	C06 repairs	09/06/2018	271.78
	090618	Tire cat eye	09/06/2018	171.00
	090618	tires	09/06/2018	1,671.27
	090618	C01 injector	09/06/2018	1,293.20
	090618	C01 Rocker arm	09/06/2018	77.44
	090618	Part return	09/06/2018	22.11
	090618	cabin air filters, shop towels	09/06/2018	83.24
	090618	DEF	09/06/2018	142.45
	090618	Utility - Verizon	09/06/2018	16.34
	090618	cell phone case	09/06/2018	8.99
	090618	printer cartridge	09/06/2018	14.99
	090618	Utility - Verizon	09/06/2018	39.62
	090618	propane	09/06/2018	1.20
	090618	propane	09/06/2018	1.15
	090618	propane	09/06/2018	2.08

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	propane	09/06/2018	1.04
	090618	propane	09/06/2018	1.18
	090618	propane	09/06/2018	1.22
	090618	cabin air filters, shop towels	09/06/2018	31.36
	090618	grinder wheel	09/06/2018	2.54
	090618	Utility - Verizon	09/06/2018	9.90
	090618	propane	09/06/2018	22.80
	090618	propane	09/06/2018	21.95
	090618	propane	09/06/2018	39.62
	090618	propane	09/06/2018	19.66
	090618	propane	09/06/2018	22.52
	090618	propane	09/06/2018	23.08
	090618	Air hose	09/06/2018	68.97
	090618	broom and broom handle	09/06/2018	36.97
	090618	gloves and tape	09/06/2018	11.98
	090618	gloves and tape	09/06/2018	7.49
	090618	air hose fitting	09/06/2018	5.36
	090618	air hose fittings	09/06/2018	53.75
	090618	employee recognition - fall picnic	09/06/2018	24.33
	090618	employee recognition - fall picnic	09/06/2018	2.28
	090618	employee recognition fall picnic	09/06/2018	4.06
	090618	Drug Testing - Random and New Employee	09/06/2018	10.83
	090618	Random Drug Testing Program	09/06/2018	22.50
	090618	sonic wall - security annual fee	09/06/2018	10.84
	090618	software annual subscription - symantic protection	09/06/2018	23.34
	090618	utilities - phone - tct	09/06/2018	98.17
	090618	Utilities - TCT	09/06/2018	95.17
	090618	Utility - Verizon	09/06/2018	36.35
	090618	cell phone case	09/06/2018	8.99
	090618	galvanized pipe	09/06/2018	171.15
	090618	6" valve, plug, gland packs, tee, 4" sleeve	09/06/2018	1,248.12
	090618	brass coupler	09/06/2018	81.68
	090618	brass couplers	09/06/2018	117.38
	090618	Brass fittings and valves	09/06/2018	1,060.46
	090618	tracer wire, mounting conduit	09/06/2018	84.52
	090618	valve riser	09/06/2018	136.93
	090618	Parts for water repair at RV dump	09/06/2018	34.89
	090618	concrete blocks	09/06/2018	17.23
	090618	poly pipe, pvc fittings, brass coupler	09/06/2018	235.64
	090618	mini excavator	09/06/2018	243.50
	090618	Utility - Verizon	09/06/2018	38.00
	090618	insulation for pits	09/06/2018	51.04
	090618	batteries	09/06/2018	13.99
	090618	hose clamps and poly pipe	09/06/2018	14.30
	090618	water sample shipping	09/06/2018	59.59
	090618	water sample shipping	09/06/2018	55.07
	090618	rain coat, shop towels	09/06/2018	14.99
	090618	demo saw blade	09/06/2018	40.00
	090618	tracer wire, mounting conduit	09/06/2018	20.20
	090618	raw water repair parts	09/06/2018	5.87
	090618	hose clamps and poly pipe	09/06/2018	24.00
	090618	Mini ex to expose line on Cedar Court	09/06/2018	180.00
	090618	Utility - Verizon	09/06/2018	12.67
	090618	CO2	09/06/2018	54.37
	090618	PVC primer and cement	09/06/2018	10.98
	090618	rain coat, shop towels	09/06/2018	13.49
	090618	fitting for freeze kit	09/06/2018	4.16
	090618	employee recognition - fall picnic	09/06/2018	12.17

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	090618	employee recognition - fall picnic	09/06/2018	1.14
	090618	employee recognition fall picnic	09/06/2018	2.03
	090618	Drug Testing - Random and New Employee	09/06/2018	10.84
	090618	Random Drug Testing Program	09/06/2018	13.50
	090618	sonic wall - security annual fee	09/06/2018	21.68
	090618	software annual subscription - symantic protection	09/06/2018	46.67
	090618	utilities - phone - tct	09/06/2018	101.15
	090618	Utilities - TCT	09/06/2018	98.06
	090618	trimmer repair	09/06/2018	21.93
	090618	Utility - Verizon	09/06/2018	36.84
	090618	cell phone case	09/06/2018	9.00
	090618	fuse	09/06/2018	30.12
	090618	power relay	09/06/2018	16.78
	090618	Waste water lift station motor repair	09/06/2018	220.50
	090618	v-belt for lift station	09/06/2018	4.19
	090618	mortar	09/06/2018	26.88
	090618	sack-crete	09/06/2018	13.44
	090618	stainless pipe for lift station	09/06/2018	1,824.00
	090618	Utility - Verizon	09/06/2018	38.00
	090618	safety vest	09/06/2018	11.99
	090618	filters for PTB building	09/06/2018	95.94
	090618	Utility - Verizon	09/06/2018	38.00
	090618	duct tape	09/06/2018	6.49
	090618	water for lab work	09/06/2018	75.20
	090618	sample shipping	09/06/2018	22.77
	090618	employee recognition - fall picnic	09/06/2018	40.53
	090618	employee recognition - fall picnic	09/06/2018	3.91
	090618	employee recognition fall picnic	09/06/2018	6.76
	090618	Random Drug Testing Program	09/06/2018	36.00
	090618	sonic wall - security annual fee	09/06/2018	75.88
	090618	software annual subscription - symantic protection	09/06/2018	163.36
	090618	utilities - phone - tct	09/06/2018	87.56
	090618	Utilities - TCT	09/06/2018	87.56
	090618	E02 sensor repairs	09/06/2018	96.28
	090618	hotline school supplies	09/06/2018	58.35
	090618	Cody Hotline School Supplies	09/06/2018	125.82
	090618	Office Supplies	09/06/2018	18.67
	090618	UPS Charge for Rubber Gloves	09/06/2018	184.48
	090618	Streetlight Repair	09/06/2018	356.93
	090618	Goodturn Streetlight repair	09/06/2018	297.39
	090618	Streetlight Repairs	09/06/2018	49.39
	090618	Utility - Verizon	09/06/2018	146.81
	090618	Diesel Fuel Additive	09/06/2018	250.42
	090618	Diesel Fuel Additive	09/06/2018	13.79
	090618	Industrial Supplies	09/06/2018	240.35
	090618	Hand Tools	09/06/2018	181.88
	090618	Utility - Verizon	09/06/2018	146.81
	090618	Adix Addition	09/06/2018	13.42
				<hr/>
		Total Utilities:		14,982.84
				<hr/>
		Total U S BANK PURCHASE CARD (129981):		112,820.78
				<hr/>
		UNUM LIFE INSURANCE - LIFE (127935)		
	83118	PREMIUM	09/05/2018	1,722.59
				<hr/>
		Total :		1,722.59
				<hr/>

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total UNUM LIFE INSURANCE - LIFE (127935):				1,722.59
UTILITY LINE DESIGN, LLC (129108)				
	1433	UTILITY LINE DESIGN DUES	08/21/2018	250.00
Total :				250.00
Total UTILITY LINE DESIGN, LLC (129108):				250.00
WALLING JR, JAMES (131520)				
	090618	RESTITUTION FROM JORDAN PHILLIPS MC-1801-010	09/06/2018	100.00
Total :				100.00
Total WALLING JR, JAMES (131520):				100.00
WESCO RECEIVABLES CORP (10480)				
	232453	FREIGHT ON SYSTEM UPGRADES	08/23/2018	41.13
	234095	ONLINE REBUILDS - SUBSTATIONS	08/29/2018	145.97
Total :				187.10
Total WESCO RECEIVABLES CORP (10480):				187.10
WESTERN UNITED ELECTRIC SUPPLY (10605)				
	4120669	Pedestal, secondary API 10x14	08/20/2018	3,293.04
	4120959	SYSTEM REPAIRS/REPAIR PARTS	08/28/2018	318.16
	4121056	INDUSTRIAL SUPPLIES-LINE MAINTENANCE	08/29/2018	106.46
	4121228	RECLOSER MAINTENANCE	08/30/2018	717.00
	4121488	M-Switch, padmt PM-11	09/01/2018	15,525.14
Total :				19,959.80
Total WESTERN UNITED ELECTRIC SUPPLY (10605):				19,959.80
WILDMAN, CINDY (131664)				
	1959	REC CENTER REFUND	09/05/2018	54.75
Total :				54.75
Total WILDMAN, CINDY (131664):				54.75
WYOMING CONFERENCE OF BUILDING OFFICIALS (124777)				
	82218	WCBO MEMBERSHIP DUES	08/22/2018	50.00
Total :				50.00
Total WYOMING CONFERENCE OF BUILDING OFFICIALS (124777):				50.00
WYOMING DEPARTMENT OF WORKFORCE SERVICES (10670)				
WORKERS COMPENSATION DIV	83118	CONTRIBUTIONS	09/05/2018	16,223.42
WORKERS COMPENSATION DIV	83118	VOLUNTEERS PD	09/05/2018	20.14
Total :				16,243.56
Total WYOMING DEPARTMENT OF WORKFORCE SERVICES (10670):				16,243.56

Secondary Name	Invoice	Description	Invoice Date	Total Cost
WYOMING DEPT OF HEALTH (128921)				
	082118	CRIME LAB OUTSOURCING	08/21/2018	18.00
Total :				18.00
Total WYOMING DEPT OF HEALTH (128921):				18.00
WYOMING MUNICIPAL POWER AGENCY (10920)				
	092518	POWER PURCHASE - AUG 2018	09/11/2018	786,481.44
	092518	POWER PURCHASE - AUG 2018	09/11/2018	41,393.76
Total :				827,875.20
Total WYOMING MUNICIPAL POWER AGENCY (10920):				827,875.20
WYOMING RETIREMENT SYSTEM (10950)				
	163042	CONTRIBUTIONS -	09/07/2018	17,522.66
	163043	CONTRIBUTIONS -	09/07/2018	35,715.10
	163044	CONTRIBUTIONS -	09/07/2018	20,297.67
Total :				73,535.43
Total WYOMING RETIREMENT SYSTEM (10950):				73,535.43
YELLOWSTONE REGIONAL AIRPORT (11150)				
	90118	AIRPORT FUNDING - SEPT 2018	09/01/2018	14,530.42
Total :				14,530.42
Total YELLOWSTONE REGIONAL AIRPORT (11150):				14,530.42
Grand Totals:				1,714,918.13
			Payroll 09/05/18	248,978.98
				1,963,897.11

Report GL Period Summary

GL Period	Amount
09/18	1,714,918.13
Grand Totals:	1,714,918.13

Vendor number hash: 9198640
 Vendor number hash - split: 84647469
 Total number of invoices: 146
 Total number of transactions: 766

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	1,714,918.13	.00	1,714,918.13
Grand Totals:	1,714,918.13	.00	1,714,918.13

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
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Report Criteria:

Invoice.Detail.Input date = 09/11/2018
Invoice.Batch = {NOT LIKE} "1"

MEETING DATE:	SEPTEMBER 18, 2018
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	TODD STOWELL
CITY ADM. APPROVAL:	_____
PRESENTED BY:	TODD STOWELL

AGENDA ITEM SUMMARY REPORT

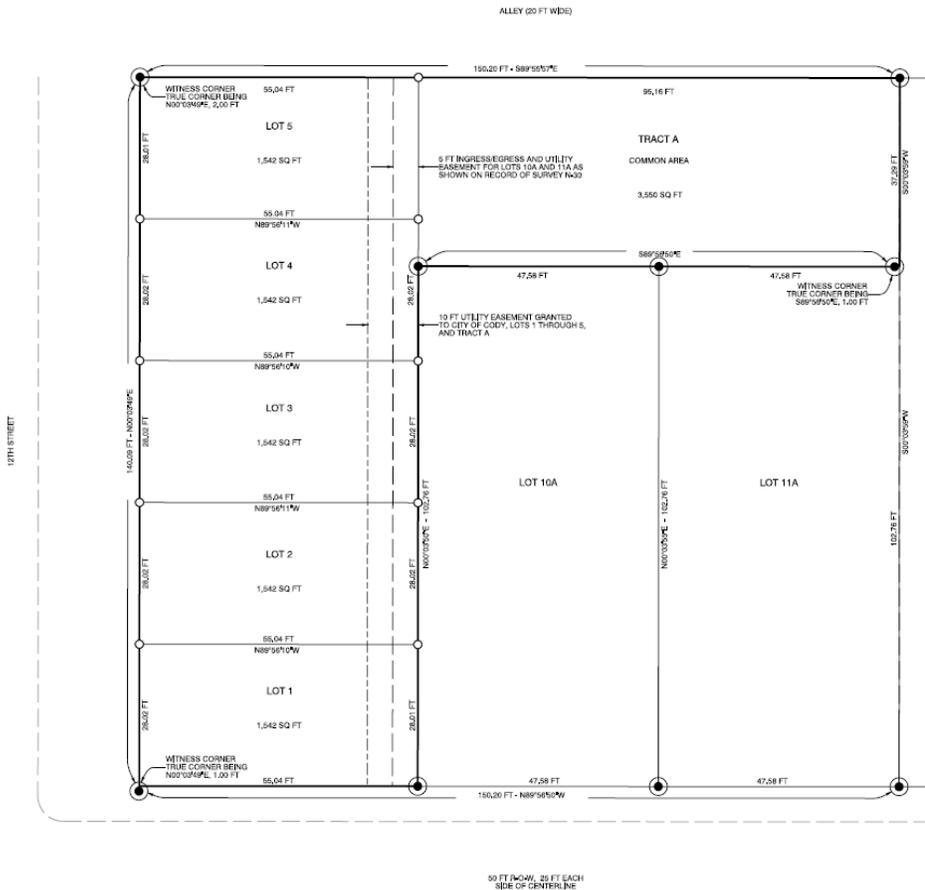
The Preliminary and Final Plats of the 12th Street Minor Subdivision

ACTIONS TO BE TAKEN

Approve the preliminary and final plats of the 12th Street Minor Subdivision, with the associated variances and conditions of approval.

SUMMARY

Ryan and Erynne Selk, representing The Way West Management Co., LLC have submitted a subdivision application to create five lots and a common area tract. The property is located in the D-2 zoning district, and on the NE corner of Alger Avenue and 12th Street. The detailed summary is found in the attached report to the Planning & Zoning Board.



RECOMMENDATION:

The Planning and Zoning Board has recommended that the City Council:

- I. Grant the variances requested (no alleys, no water main extension, and lot frontages of less than 50 feet);

AGENDA ITEM NO. _____

- II. Allow up to one year from city council approval to record the final plat;
- III. Not act on the subdivision application until the applicant provides draft covenants for the management and maintenance of the common area for staff review prior to consideration of the plat by city council; *(NOTE: Met. The document titled "Grant of Easement" has been provided, which includes basic ownership, maintenance, and use restrictions for the common area. See attached.)* and,
- IV. Approve the preliminary and final plats of the 12th Street Subdivision, subject to the following conditions:
 - 1. The final plat cannot be recorded until after the buildings on the lots are demolished (does not include garage on common area) and all survey monumentation is set.
 - 2. Add language to the owner's certificate dedicating Tract A as common area.
 - 3. Note 6 on the final plat can be removed, as the brass caps will be set before the final plat is recorded. Change the symbols on the final plat accordingly.
 - 4. Add additional leaders and/or modify the note in Tract A to clearly show that the existing ingress/egress easement encumbers all of Tract A as well.
 - 5. The utility service plan must be approved by all utility providers, as evidenced by either their approval signatures on the plan, or written letters, prior to the mayor signing the final plat. At least one telecommunication utility must be provided to each of the lots.
 - 6. The contractor must obtain encroachment permits for all work within the public right-of-way and comply with the requirements thereof.
 - 7. Pay applicable utility fees (water tap fees, electrical estimate, and raw water if connection is to be made) prior to the mayor signing the final plat.
 - 8. The developer shall otherwise complete the improvements noted on the preliminary plat prior to or in conjunction with a building permit, pursuant to 11-2-2(B).
 - 9. All public improvements damaged by installation of the utilities (e.g. sidewalk, curb and gutter, asphalt) must be replaced by the developer to city standards.

As some of the conditions involve the final plat drawing, the approval would be with the understanding that updated documents will be provided for the mayor's signature.

Staff also requests permission to work with the surveyor to fix some minor language/label issues.

ATTACHMENTS:

Planning & Zoning Board Staff report, with Preliminary Plat, Utility Plan, Final Plat.
"Grant of Easement" document.

AGENDA ITEM NO. _____

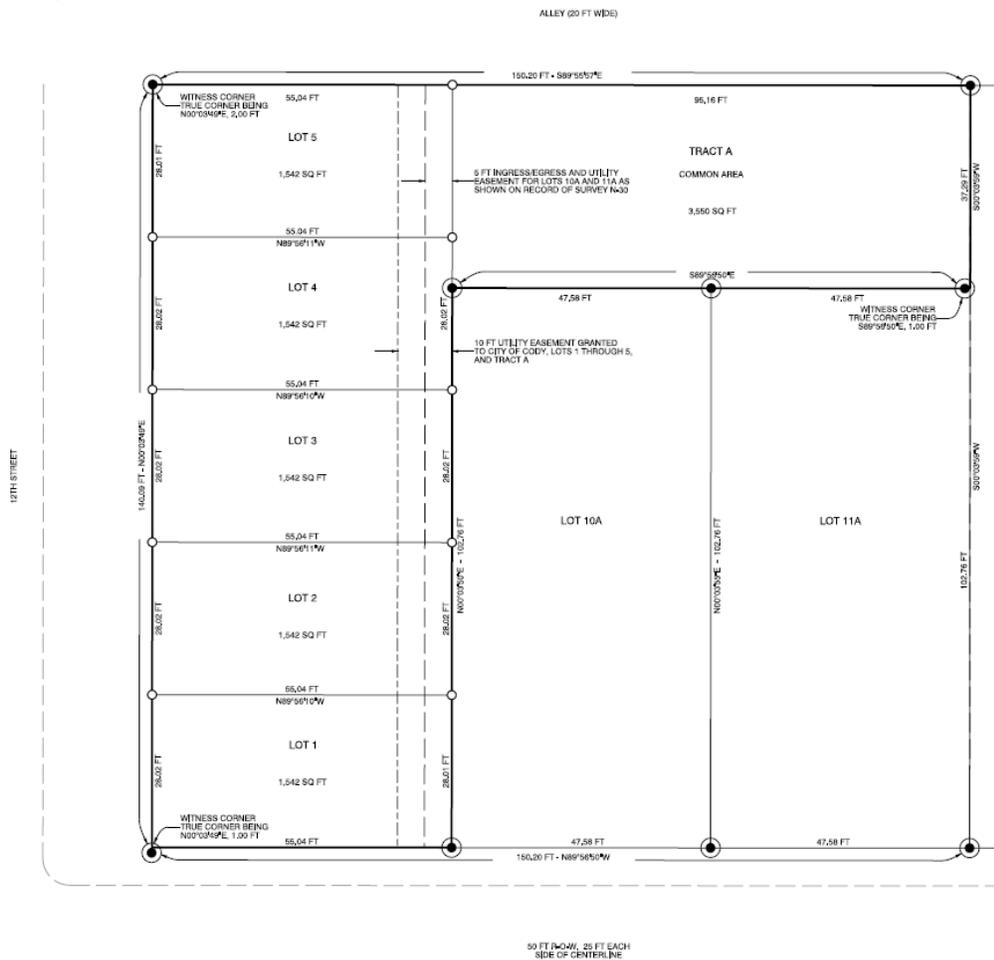
**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	JULY 24, 2018	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	
SUBJECT:	12 TH STREET SUBDIVISION FOR THE WAY WEST LLC. SUB 2018-02.	RECOMMENDATION TO COUNCIL:	X
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

PROJECT OVERVIEW

The property is located northeast of the 12th Street and Alger Avenue intersection. It was recently involved in a boundary line adjustment that reconfigured three lots into the configuration shown below. The proposal is to divide the west lot (9A) into five buildable lots, and one common area tract.

Proposed:



Existing frontage:



The property is zoned General Business (D-2) and presently contains a former residential building that has been used for storage, and a commercial building (A.A. meeting location). A garage is located in Tract A. The zoning would allow residential or commercial use of the proposed lots, provided applicable requirements are met. The current plan is apparently to utilize all five lots for residential use (townhouses).

SUBDIVISION REGULATIONS

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

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

Comments- Both 12th Street and Alger Avenue are fully constructed to applicable street standards and do not require any additional right-of-way.

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

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

Comment: The applicant requests a variance to this requirement. It is noted that a utility easement and pedestrian access will be available on the back side of the lots. Due to the characteristics of the subdivision and garbage collection in the alley on the north side of the subdivision there is no need for a drivable alley along the back of the new lots.

Q. Curb, Gutter, Sidewalk, Paved Streets: Curb, gutter, sidewalk and paved streets shall be required in all proposed subdivisions unless waived in accordance with criteria set out in subsection 11-5-2B of this title by the planning and zoning board, and the city council. ...

Comment: While all such improvements are currently in place, it is noted that the applicant will be responsible for replacing curb, gutter, sidewalk, and pavement damaged during installation of the subdivision utilities and related construction. Replacement to city standards will be ensured through the encroachment permit process with public works.

Items R, S and T are standards for street cross sections and valley gutters and drainage that are not applicable to this project.

U. Lot Requirements:

1. Lots shall be sited to meet the requirements of the appropriate zoning.

Comment: Met

2. Every lot shall abut upon or have access to an approved street or cul-de-sac.

Comment: Met.

3. Side lot line shall be at approximately right angles to the street line on which the lot faces.

Comment: Met.

4. Strip lots with the intent of restricting access to streets or alleys will be prohibited.

Comment: Met.

V. Blocks:... Comment: Met.

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

F. Sanitary Sewer: ...Each lot within the proposed subdivision shall be connected to a minimum eight-inch (8") diameter sewer main by a minimum four-inch (4") diameter sewer service line. The service lines shall be extended from the sewer main to the property line according to city standards. The use of individual septic systems will not be permitted when a sanitary sewer main is available...

Comment: All five lots will be provided with 4" sewer services per the utility plan.

G. Storm Sewer...

Comment: Minor subdivisions are exempt from the storm water policy, but future commercial development is not. To address the issue, the applicant is encouraged to consider a plan for dealing with storm water so it has somewhere to go that will not affect the building foundations. A plan that would collect roof runoff from the back of the buildings and take it to an infiltration trench in the common area is one idea. (Runoff from the front could simply be diverted to the grass park strip along 12th Street.) The eventual installation of a parking lot in the common area should also include a method of infiltration for the storm water from the parking lot.

H. Water Mains: All water mains will be designed and constructed according to city approved specifications and the city standards. The system will connect each lot within the proposed subdivision to a minimum six inch (6") diameter main by the use of a minimum three-fourths inch (3/4") copper service line. The service lines shall be extended from the main to the property line according to city standards. These mains will be connected to the city system....

Comment: The applicant proposes to serve all five lots from individual water taps in the main line in Alger Avenue. While the concept of such a layout is found in the residential infill subdivision regulations, this subdivision does not fall within that category because it is in a commercial zone. As such, the layout would require a variance to the water main standard because the main does not extend to the property line of each lot.

Two water taps are existing and are planned to be used if in suitable condition. Three new taps would serve Lots 1-3. The applicant will need to coordinate the water tap and fees with public works and pay them prior to the mayor signing the final plat.

I. Fire Hydrants...

Staff Comment: A hydrant exist on west side of 12th Street, near the Alger Avenue intersection, which meets the fire hydrant requirement.

K. Utilities: All utilities (electrical service, natural gas, telephone, cable TV, etc.) shall be installed underground, whenever possible, in the streets, alleys or utility easements shown on the final plat. All buried utilities will be placed before the finished surface is placed on the streets or alleys ... It will be the developer's responsibility to ensure that all utilities necessary or reasonably expected are placed within the proposed subdivision.

Comments:

Power. Electrical service is available near the northwest corner of the property. The plan is to install a transformer on the overhead pole, and have power run as shown on the utility plan. The cost estimate for the city portion of the work has been sent to the applicant and will need to be paid prior to the mayor signing the final plat.

Cable/TV/Internet. The utility plan indicates phone and cable will be run in the same trench as the gas line in the back of the lot. We have not yet received verification from the utility providers that this is acceptable to them. Verification from the utility providers is needed.

Natural Gas: Natural gas is proposed to be run from the alley along the back of the lots.

N. Public Use Areas: ...

Comment: As this subdivision only creates five buildable lots, the common area is not being considered a lot, and there for is within the definition of a minor subdivision (up to 5 lots). Minor subdivisions are exempt from this requirement.

OTHER:

Irrigation: Irrigation water is available from the city's raw water line located in the park strip along 12th Street. The applicant will need to decide if raw water is desired for the lots. At this point it is not shown as being provided. If not provided, irrigation can occur from the city's domestic water system, but there will be no reduction in rates for use of that water (water policy/water policy light not applicable).

The property does not have individual water rights from the Cody canal system.

Common Area:

The common area for this subdivision is also an ingress/egress and utility easement for adjacent Lots 10A and 11A. Apparently, an agreement for that area exists between the three existing lots, but we have not received a copy of the document. The agreement should be presented to and reviewed by the Board—the applicant will need to provide it for the meeting.

With the division of the subject property into the five lots, the ownership and management of the common area needs to be more clearly defined. While staff has discussed this with the applicant, it was not until writing this staff report that it was identified that Section 11-3-3(B)(3) of the subdivision ordinance requires covenants for areas of the subdivision that are to be in common use or ownership. Those covenants have not yet been developed. It is recommended that the covenants/agreement be drafted and reviewed before the final plat is approved by city council.

In addition, the plat should provide more guidance than it does on the common area. At a minimum, the area must be clearly dedicated as common area in the owner's certificate.

RECOMMENDATION:

Recommend that the City Council:

- I. Grant the variances requested (no alleys, no water main extension, and lot frontages of less than 50 feet);

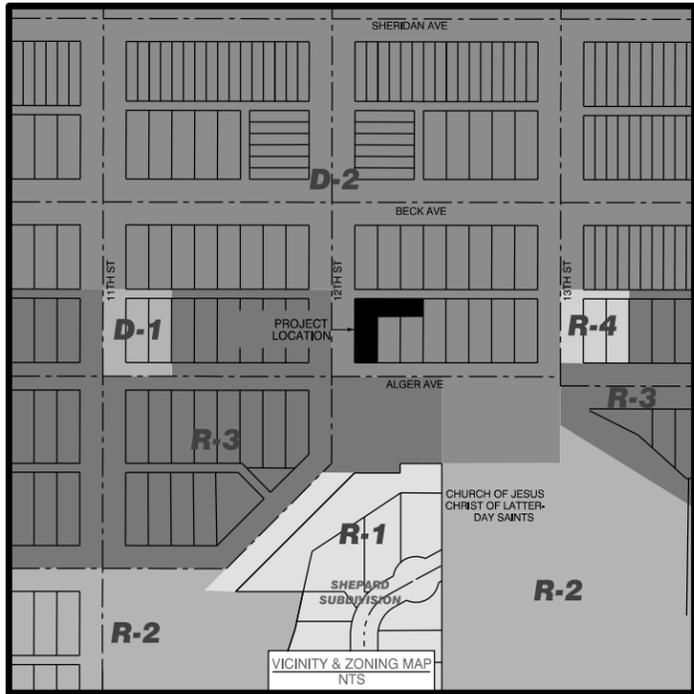
- II. Allow up to one year from city council approval to record the final plat;

- III. Not act on the subdivision application until the applicant provides draft covenants for the management and maintenance of the common area for staff review prior to consideration of the plat by city council; and,

- IV. Approve the preliminary and final plats of the 12th Street Subdivision, subject to the following conditions:
 1. The final plat cannot be recorded until after the buildings on the lots are demolished (does not include garage on common area) and all survey monumentation is set.
 2. Add language to the owner's certificate dedicating Tract A as common area.
 3. Note 6 on the final plat can be removed, as the brass caps will be set before the final plat is recorded. Change the symbols on the final plat accordingly.
 4. Add additional leaders and/or modify the note in Tract A to clearly show that the existing ingress/egress easement encumbers all of Tract A as well.
 5. The utility service plan must be approved by all utility providers, as evidenced by either their approval signatures on the plan, or written letters, prior to the mayor signing the final plat. At least one telecommunication utility must be provided to each of the lots.
 6. The contractor must obtain encroachment permits for all work within the public right-of-way and comply with the requirements thereof.
 7. Pay applicable utility fees (water tap fees, electrical estimate, and raw water if connection is to be made) prior to the mayor signing the final plat.
 8. The developer shall otherwise complete the improvements noted on the preliminary plat prior to or in conjunction with a building permit, pursuant to 11-2-2(B).
 9. All public improvements damaged by installation of the utilities (e.g. sidewalk, curb and gutter, asphalt) must be replaced by the developer to city standards.

ATTACHMENTS:

Preliminary Plat, Utility Plan, Final Plat



VARIANCE REQUESTS

- CITY ORDINANCE 11-4-2(p): ALLEYS.
 A. NO ALLEYS ARE PROPOSED AS PART OF THE 12TH STREET PROJECT SUBDIVISION.
- CITY ORDINANCE 11-1-3: FRONTAGE ON PUBLIC R-O-W.
 A. LOT WIDTHS TO BE 28 FEET, MORE OR LESS (50 FT REQUIRED)

SUBDIVISION NOTES

- SUBDIVISION AREA IS 0.26 ACRES.
- NO AREAS WITHIN THE SUBDIVISION ARE SUBJECT TO FLOODING OR WETLANDS.
- SUBDIVISION ZONING IS ZONE D-2.
- ADJACENT ZONING IS ZONE D-2 AND R-3.
- EXISTING COMMERCIAL BUILDING ON THE CORNER OF 12TH STREET AND THE ALLEY TO THE NORTH OF LOT 9A AND EXISTING STORAGE BUILDING ON THE CORNER OF 12TH STREET AND ALGER AVENUE ARE TO BE DEMOLISHED BEFORE PROPERTY LINES ARE ESTABLISHED BY THE RECORDING OF FINAL PLAT.
- EXISTING UTILITIES:
 - SANITARY SEWER MAIN LOCATED WITHIN 12TH STREET R-O-W AND ALLEY TO THE NORTH OF SUBDIVISION.
 - TREATED WATER MAIN LOCATED WITHIN ALGER AVENUE R-O-W.
 - UNDERGROUND POWER LOCATED ALONG WEST AND SOUTH BOUNDARY OF SUBDIVISION.
 - UNDERGROUND FIBER OPTIC LOCATED ALONG NORTH BOUNDARY OF SUBDIVISION.
 - UNDERGROUND GAS LOCATED WITHIN 12TH STREET AND ALGER AVENUE R-O-W'S AND ALLEY TO THE NORTH OF SUBDIVISION.
 - UNDERGROUND IRRIGATION WATER ALONG WEST BOUNDARY OF SUBDIVISION AND WITHIN ALLEY TO THE NORTH OF SUBDIVISION.
- PROPOSED UTILITIES (SEE PROPOSED SERVICES SHOWN ON PAGE 2):
 - SANITARY SEWER SERVICE
 - TREATED WATER SERVICE
 - UNDERGROUND POWER SERVICE
 - NATURAL GAS SERVICE

EASEMENT NOTES

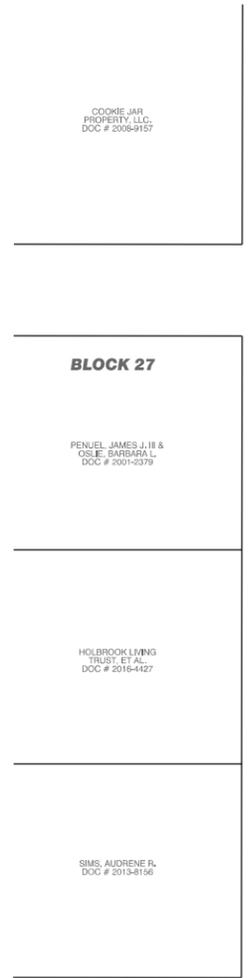
- EXISTING EASEMENTS:
 1: AN INGRESS AND EGRESS EASEMENT SERVING LOTS 10A AND 11A ACCORDING TO THE RECORD OF SURVEY FILED IN PLAT CABINET N ON PAGE 30 IN THE OFFICE OF THE PARK COUNTY CLERK.
- PROPOSED EASEMENTS:
 1: AN UTILITY EASEMENT 10 FEET WIDE SERVING LOTS 1 THROUGH 5 OF THE 12TH STREET SUBDIVISION AS SHOWN HEREON.

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 9, LOT 10 AND LOT 11 OF BLOCK 28, ACCORDING TO THE PLAT OF CODY FILED IN PLAT CABINET E, PAGE 58, IN THE OFFICE OF THE PARK COUNTY CLERK, SAID LANDS LOCATED IN TRACT 79, RESURVEY T.53N., R.101W., 6TH P.M., CITY OF CODY, PARK COUNTY, WYOMING; SAID PARCEL BEING GRAPHICALLY DEPICTED AS LOT 9A AS SHOWN ON THE RECORD OF SURVEY FILED IN PLAT CABINET N ON PAGE 30 IN THE OFFICE OF THE PARK COUNTY CLERK, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 COMMENCING AT THE SOUTHWEST CORNER OF LOT 8 OF SAID BLOCK 28, SAID CORNER MONUMENTED BY A 2 INCH ALUMINUM CAP FOUND IN PLACE THIS SURVEY; THENCE S00°03'49"E CROSSING A 20 FOOT WIDE ALLEY TO THE NORTHEAST CORNER OF SAID LOT 9 OF BLOCK 28, BEING THE TRUE POINT OF BEGINNING; THENCE S89°55'57"E FOR A DISTANCE OF 150.20 FEET TO THE NORTHEAST CORNER OF SAID LOT 11; THENCE S00°03'59"W ON AND ALONG THE EAST LINE OF SAID LOT 11 FOR A DISTANCE OF 37.29 FEET; THENCE N89°56'50"E FOR A DISTANCE OF 95.16 FEET; THENCE S00°03'59"W FOR A DISTANCE OF 102.76 FEET TO THE NORTH RIGHT-OF-WAY OF ALGER AVENUE; THENCE N89°56'40"W FOR A DISTANCE OF 55.04 FEET TO THE SOUTHWEST CORNER OF SAID LOT 9 AND THE EAST RIGHT-OF-WAY OF 12TH STREET; THENCE N00°03'49"E ON AND ALONG THE EAST RIGHT-OF-WAY OF 12TH STREET FOR A DISTANCE OF 140.09 FEET TO THE POINT OF BEGINNING, SAID PARCEL OF LAND CONTAINING 11,260 SQUARE FEET, MORE OR LESS.

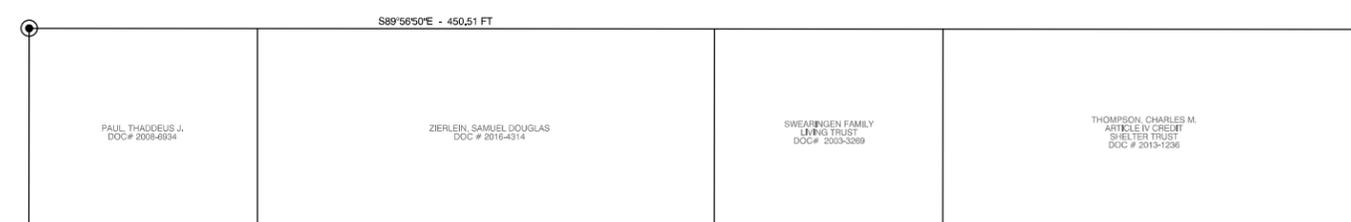
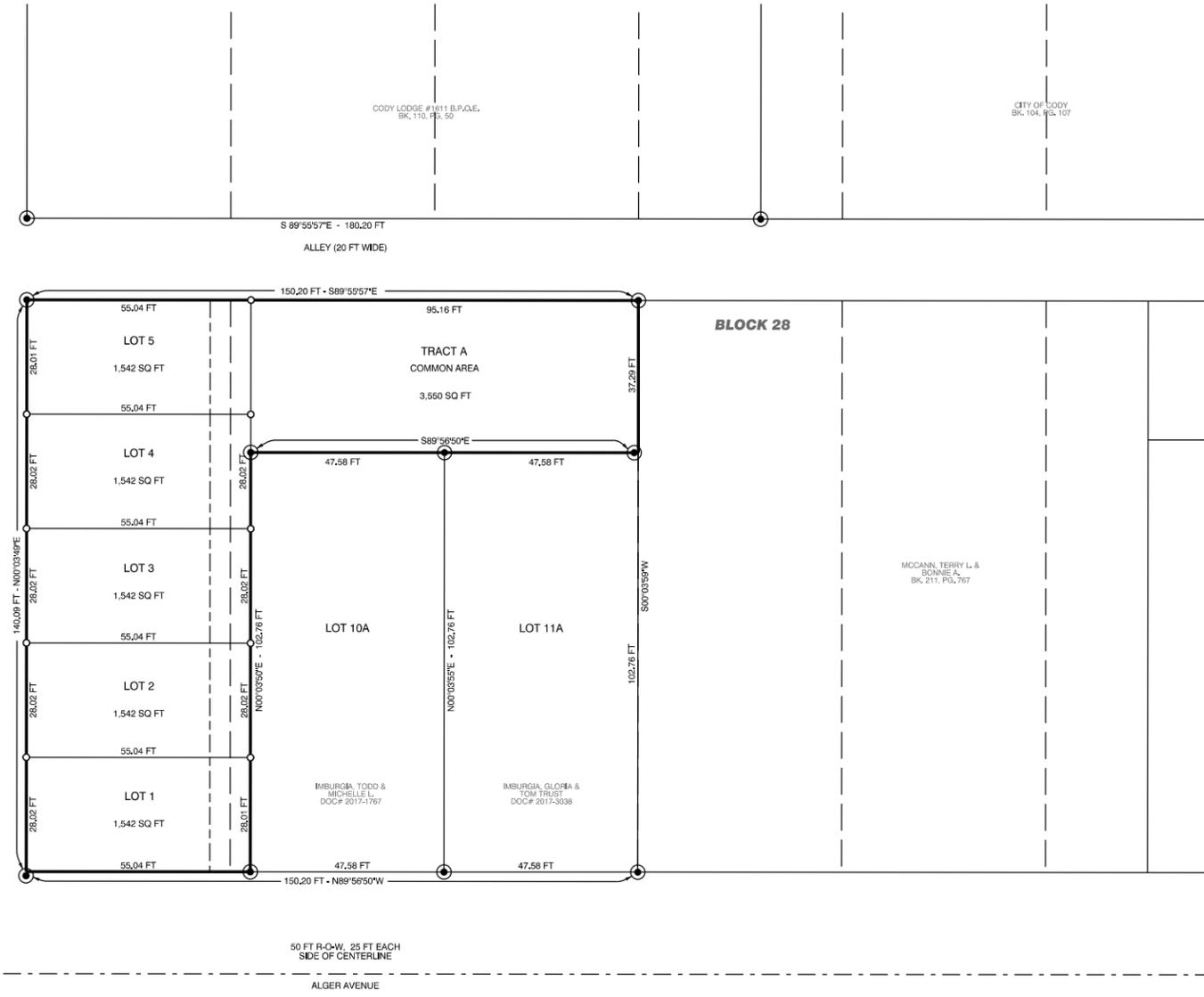
SURVEY NOTES

- BEARING BASE FOR THIS SURVEY IS GEODETIC BASED ON THE WYOMING STATE PLANE COORDINATE SYSTEM, NAD83(2011) WYOMING WEST CENTRAL ZONE.
- ALL SURVEY WORK WAS COMPLETED TO AN ACCURACY OF 1:15,000.
- RECORD EASEMENTS SHOWN HEREON ARE BASED ON FIRST AMERICAN TITLE INSURANCE COMPANY POLICY NO.: 5011456-2643354, THE LANDS SHOWN HEREON MAY BE SUBJECT TO ADDITIONAL EASEMENTS NOT SHOWN HEREON.



100 FT R-O-W, 50 FT EACH SIDE OF CENTERLINE
 12TH STREET

100 FT R-O-W, 50 FT EACH SIDE OF CENTERLINE
 12TH STREET



- LEGEND**
- SUBDIVISION BOUNDARY
 - SUBDIVISION LOT LINES
 - ADJACENT PROPERTY LINES
 - - - STREET CENTERLINE
 - - - EASEMENT LINE
 - - - PROPOSED EASEMENT LINE
 - ⊙ FOUND 2" ALUMINUM CAP
 - SET 2" ALUMINUM CAP ON 5/8" X 24" REBAR

DEVELOPER:
 THE WAY WEST, LLC.
 1413 ALGER AVE.
 CODY, WY 82414
 DOC#2017-535

ENGINEER

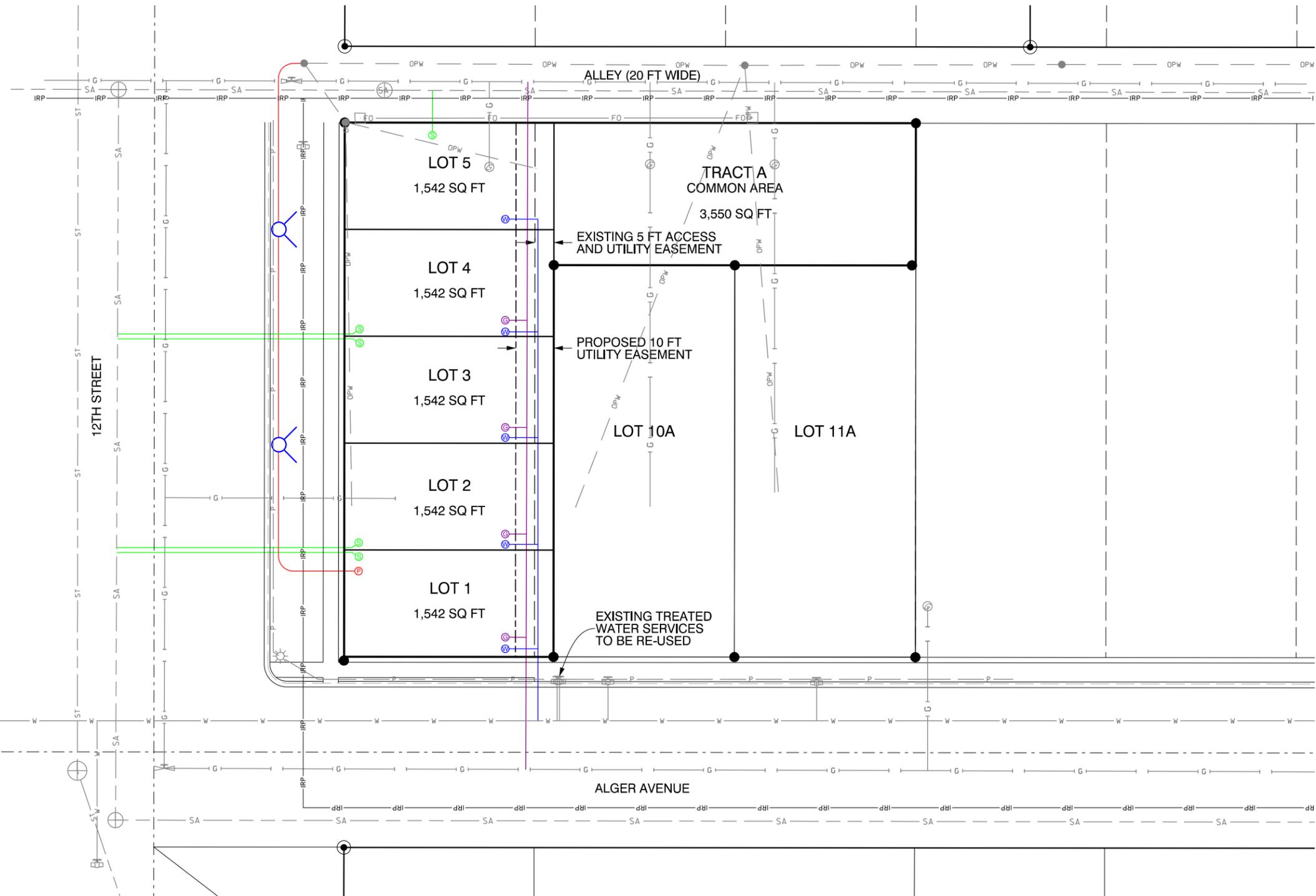
 SAGE CIVIL ENGINEERING
 2824 BIG HORN AVENUE
 CODY, WY 82414
 PHONE: (307) 527-0915
 FAX: (307) 527-0916
 www.sagedivineengineering.com

PRELIMINARY PLAT SHEET 1 OF 2

12th STREET MINOR SUBDIVISION
 LOCATED WITHIN LOT 9A OF THE ORIGINAL CODY PLAT
 TRACT 79, RESURVEY T.53N., R.101W. 6TH P.M.
 CITY OF CODY, PARK COUNTY, WYOMING

PREPARED: JULY 19, 2018
 DRAWN BY: KNB CHK BY: BJF
 2017-012\WRK\2017-12_PrelimPlat.dgn

FIELD SURVEY: FEBRUARY-MARCH, 2017
 FIELD BOOK: 2
 PRJ #2017 - 12

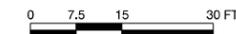


NOTES

1. SEE CITY OF CODY STANDARD DETAIL SHEETS FOR TYPICAL TRENCH SPECIFICATIONS.
2. SEPARATE TREATED WATER SERVICES TO BE INSTALLED FOR EACH LOT. CURB STOPS TO BE PLACED 1.5 FT APART MINIMUM; WATER SERVICE LINES TO LAY IN COMMON TRENCH.
3. GAS, CABLE, TELEPHONE TO BE PLACED IN COMMON TRENCH; SEE JOINT TRENCHING DETAIL IN CITY OF CODY ELECTRICAL DISTRIBUTION STANDARDS MANUAL.
4. WATER AND SEWER SERVICE LINES ARE TO BE INSTALLED ACCORDING TO THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS AND CITY OF CODY STANDARDS.
5. OVERHEAD POWER LINES IN LOT 5 ARE TO BE REMOVED DURING INITIAL BUILDING DEMOLITION.

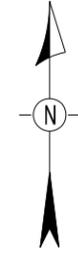
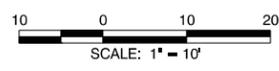
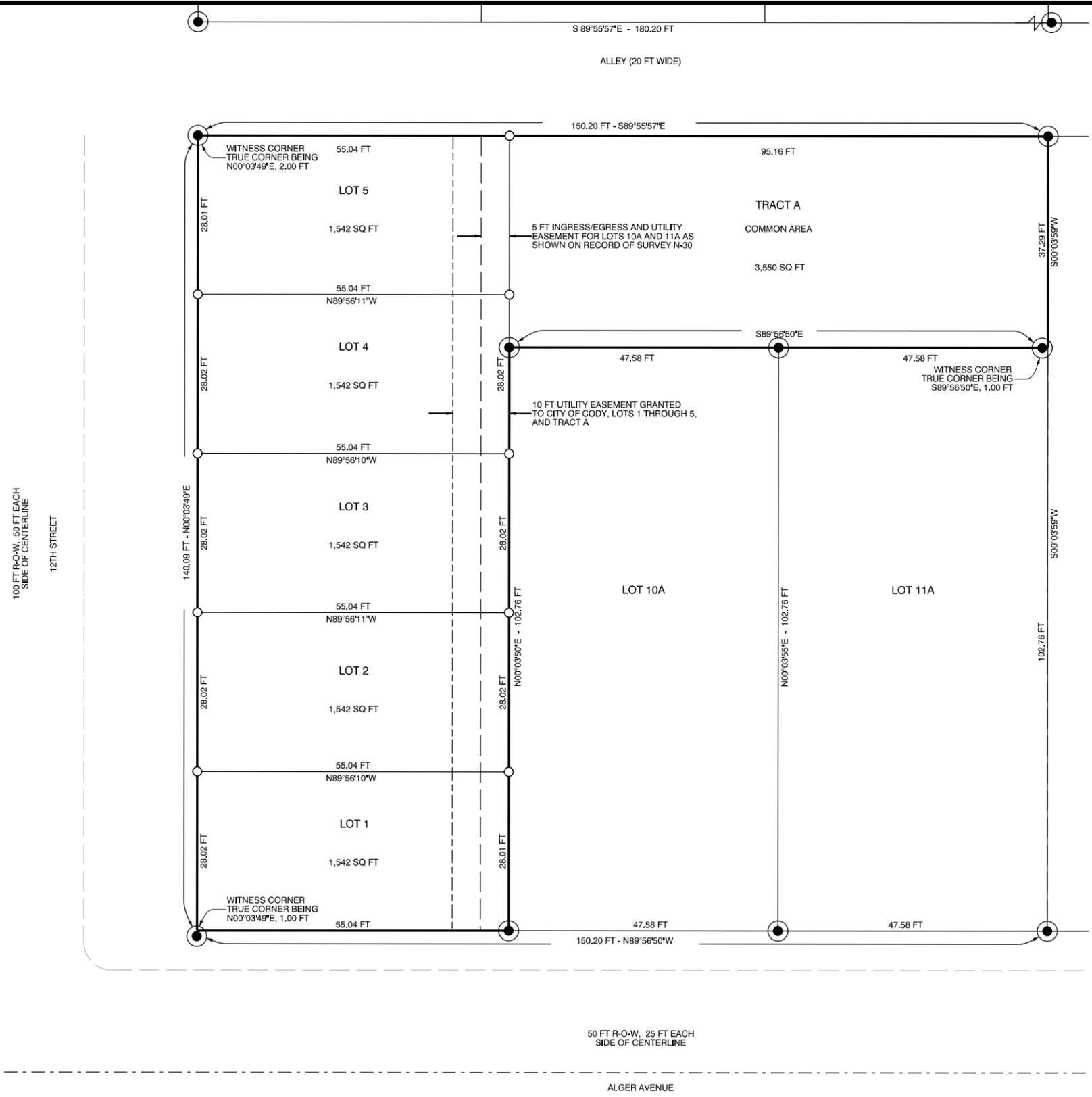
LEGEND

—	SUBMISSION BOUNDARY	—	UNDERGROUND FIBER OPTIC	—	PROPOSED TREATED WATER SERVICE - 2-INCH HDPE, - MINIMUM DEPTH: 6 FT.
---	SUBMISSION LOT LINES	---	UNDERGROUND TELEPHONE	—	PROPOSED UNDERGROUND POWER (SECONDARY) - 3-INCH SCHED. 40 PVC, - MINIMUM DEPTH: 2 FT.
---	ADJACENT PROPERTY LINES	---	UNDERGROUND GAS	—	PROPOSED SANITARY SEWER SERVICE - 4-INCH PVC, - MINIMUM DEPTH: 4 FT.
---	STREET CENTERLINE	---	UNDERGROUND POWER	—	PROPOSED NATURAL GAS SERVICE - 2-INCH PVC, - MINIMUM DEPTH: 4 FT.
---	EASEMENT LINE	---	OVERHEAD POWER	—	PROPOSED SECONDARY PEDESTALS FOR UNDERGROUND POWER
⊙	FOUND 2" ALUMINUM CAP	—	SANITARY SEWER	—	
⊙	FOUND 3-1/4" BRASS CAP ON 30" IRON PIPE	—	TREATED WATER	—	
⊙	SET 2" ALUMINUM CAP ON 5/8" X 24" REBAR	—	TREATED WATER VALVE	—	
		—	GAS VALVE	—	
		—	FIRE HYDRANT	—	
		—	POWER POLE	—	
		—	SANITARY SEWER MANHOLE	—	

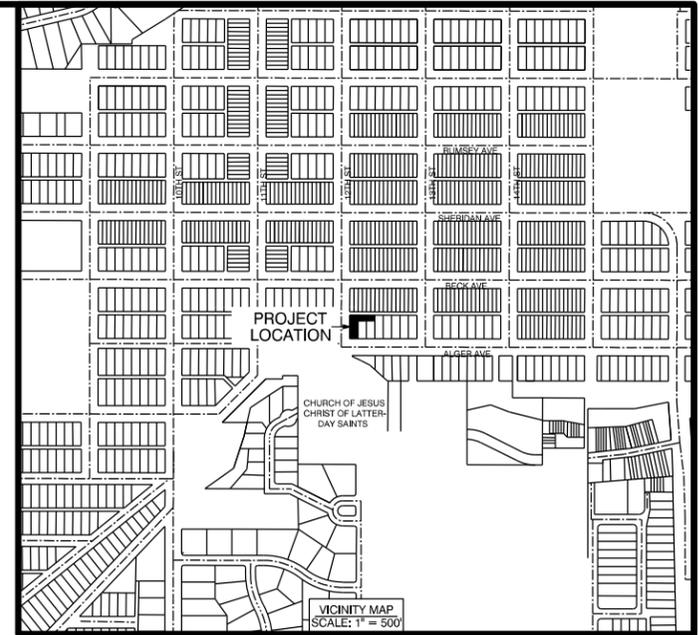


**UTILITY SERVICE PLAN
SHEET 2 OF 2**

<p>DEVELOPER: THE WAY WEST, LLC. 1413 ALGER AVE. CODY, WY 82414 DOC#2017-535</p>	<p>ENGINEER SAGE CIVIL ENGINEERING 2824 BIG HORN AVENUE CODY, WY 82414 PHONE: (307) 527-0915 FAX: (307) 527-0916 www.sagedcivilengineering.com</p>	<p>12th STREET MINOR SUBDIVISION LOCATED WITHIN LOT 9A OF THE ORIGINAL CODY PLAT TRACT 79, RESURVEY T.53N., R.101W. 6TH P.M. CITY OF CODY, PARK COUNTY, WYOMING PREPARED: JULY 19, 2018 DRAWN BY: KNB CHK BY: BJF 2017-012\WRK\2017-12_PrelimPlat.dgn FIELD SURVEY: FEBRUARY-MARCH, 2018 FIELD BOOK: 2 PRJ #2017-12</p>
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- LEGEND**
- SUBDIVISION BOUNDARY
 - SUBDIVISION LOT LINES
 - ADJACENT PROPERTY LINES
 - - - STREET CENTERLINE
 - - - EASEMENT LINE
 - - - PROPOSED EASEMENT LINE
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LEGAL DESCRIPTION

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VARIANCES GRANTED BY THE CODY CITY COUNCIL

CITY ORDINANCE 11-4-2(p): ALLEYS.
A. NO ALLEYS ARE A PART OF THE 12TH STREET PROJECT SUBDIVISION.
CITY ORDINANCE 11-1-3: FRONTAGE ON PUBLIC R-O-W.
A. LOT WIDTHS TO BE 28 FEET, MORE OR LESS (50 FT REQUIRED)

APPROVALS

CITY PLANNING AND ZONING BOARD
RECOMMENDED FOR APPROVAL THIS ____ DAY OF _____, 20__ BY THE CITY PLANNING AND ZONING BOARD OF CODY, WYOMING.
BY CHAIRMAN: _____
CITY COUNCIL
APPROVED THIS ____ DAY OF _____, 20__ BY THE CITY COUNCIL OF CODY, WYOMING.
BY MAYOR: _____ MATT HALL
ATTESTED BY: _____ ADMINISTRATIVE SERVICES DIRECTOR

RECORDER'S ACCEPTANCE

STATE OF WYOMING)
COUNTY OF PARK) SS.
THIS INSTRUMENT WAS FILED FOR THE RECORD ON THE ____ DAY OF _____, 20__ AT ____ O'CLOCK, ____ M, AND WAS DULY RECORDED IN PLAT CABINET ____ ON PAGE ____.

CERTIFICATE OF SURVEYOR

I, BRETT J. FARMER OF CODY, WYOMING, BEING A DULY REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY CERTIFY AS FOLLOWS: THE LANDS SHOWN HEREON WERE SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION; THE LANDS SURVEYED ARE CORRECTLY DESCRIBED IN THE DESCRIPTION OF LANDS AND THE SUBDIVISION THEREOF IS CORRECTLY SHOWN ON THIS PLAT, WHICH IS DRAWN TO THE SCALE INDICATED; I AM FAMILIAR WITH THE CITY OF CODY SUBDIVISION REGULATIONS AND BELIEVE THIS SUBDIVISION COMPLIES WITH THEM IN EVERY RESPECT.

DRAFT

BRETT J. FARMER
WYOMING REGISTRATION NO. 16544 L.S.

CERTIFICATE OF OWNER

KNOW ALL PERSONS BY THESE PRESENTS THAT WE, THE UNDERSIGNED, ALL HEIRS AND/OR ASSIGNS HEREBY CERTIFY THAT WE ARE THE OWNERS AND PROPRIETORS OF THE LANDS NOTED HEREON IN THE DESCRIPTION OF LANDS; THAT WE HAVE CAUSED SAID LANDS TO BE SURVEYED; THAT THE SUBDIVISION OF SAID LANDS IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS; THAT SAID LANDS ARE SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY AND MINERAL RIGHTS OR RESERVATIONS OF RECORD; THAT THE SOLE PURPOSE OF THE SUBDIVISION IS TO SUBDIVIDE THE LANDS AS SHOWN HEREON; AND, THAT ANY RIGHTS BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY RELEASED AND WAIVED.

RYAN SELK, MEMBER THE WAY WEST MANAGEMENT CO., LLC. ERYNNE SELK, MEMBER THE WAY WEST MANAGEMENT CO., LLC.

STATE OF WYOMING)
COUNTY OF PARK) SS

THE FOREGOING CERTIFICATE OF DEDICATION WAS ACKNOWLEDGED BEFORE ME BY RYAN SELK AND ERYNNE SELK ON THIS ____ DAY OF _____, 20__, WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC _____
MY COMMISSION EXPIRES: _____

SUBDIVISION NOTES

- SUBDIVISION AREA IS 0.26 ACRES.
- BEARING BASE FOR THIS SURVEY IS GEODETIC BASED ON THE WYOMING STATE PLANE COORDINATE SYSTEM, NAD83(2011) WYOMING WEST CENTRAL ZONE.
- ALL SURVEY WORK WAS COMPLETED TO AN ACCURACY OF 1:15,000.
- RECORD EASEMENTS SHOWN HEREON ARE BASED ON FIRST AMERICAN TITLE INSURANCE COMPANY POLICY NO.: 5011456-2643354. THE LANDS SHOWN HEREON MAY BE SUBJECT TO ADDITIONAL EASEMENTS NOT SHOWN HEREON.
- UNITS SHOWN HEREON ARE U.S. SURVEY FEET.
- 3" BRASS CAPS WILL BE SET UPON COMPLETION OF BUILDING DEMOLITION.

EASEMENT NOTES

- EXISTING EASEMENTS:**
- AN INGRESS AND EGRESS EASEMENT SERVING LOTS 10A AND 11A ACCORDING TO THE RECORD OF SURVEY FILED IN PLAT CABINET N ON PAGE 30 IN THE OFFICE OF THE PARK COUNTY CLERK.
- PROPOSED EASEMENTS:**
- TRACT A: TRACT A, AS SHOWN HEREON, IS TO BE DEDICATED UNDER THE MUTUAL OWNERSHIP OF LOTS 1 THROUGH 5 OF THE 12TH STREET SUBDIVISION.
 - AN UTILITY EASEMENT 10 FEET WIDE SERVING LOTS 1 THROUGH 5 OF THE 12TH STREET SUBDIVISION AS SHOWN HEREON.

FINAL PLAT

<p>ENGINEER SAGE CIVIL ENGINEERING 2824 BIG HORN AVENUE CODY, WY 82414 PHONE: (307) 527-0915 FAX: (307) 527-0916 sce@sagedcivilengineering.com</p>	<p>7225 W MAIN ST P.O. BOX 1153 RIVERTON, WY 82501 PHONE: (307) 240-5915</p>	<p>PREPARED: JULY 19, 2018 DRAWN BY: HMB CHK BY: BJP 2017-12/WSK/2017-2012_FinalPlat.dgn</p>	<p>FIELD SURVEY: FEBRUARY-MARCH, 2017 FIELD BOOK: 2 PLN #2017-12 CLIENT: THE WAY WEST</p>
		<p>12TH STREET MINOR SUBDIVISION LOCATED WITHIN LOT 9A OF THE ORIGINAL CODY PLAT TRACT 71, RESURVEY T.53N, R.101W, 6TH P.M., CITY OF CODY, PARK COUNTY, WYOMING</p>	

GRANT OF EASEMENT

THE WAY WEST MANAGEMENT COMPANY, LLC, a Wyoming Limited Liability Company, as GRANTORS, and owners of certain parcels of real property located in Park County, State of Wyoming, with said parcels being more particularly described as Lots 1, 2, 3, 4, 5, and Tract A, on the Exhibit attached hereto, and for ten dollars (\$10.00) in hand paid and other good and valuable consideration, receipt thereof is hereby acknowledged, does hereby grant and reserve Tract A for the use of parking vehicles and bicycles, and also dedicate and reserve a ten foot (10') access easement for ingress and egress, and for placement of and maintenance of utilities, within a portion of Lots 1, 2, 3, 4, 5, all to benefit Lots 1, 2, 3, 4, and 5 to run with the land, in perpetuity, forever. The access and utility easement shall be generally described as the Eastern ten feet along the East boundary lines of Lots 1, 2, 3, 4, and 5. Tract A shall be dedicated and utilized for parking only, with Lots 1, 2, 3, 4 and 5 each being granted the right to two marked parking spaces in Tract A.

GRANTORS further covenant and intend that the ten foot easement for ingress and egress shall constitute foot traffic or bicycle traffic only, in order to access the parking area in Tract A. GRANTORS further covenant and intend that the maintenance and snow removal for Tract A shall be shared equally among the owners of Lots 1, 2, 3, 4 and 5, with necessary maintenance and snow removal determined by a majority vote of all lot owners. GRANTORS FURTHER covenant and intend that any damage sustained to Lots 1, 2, 3, 4 and 5 due to placement or maintenance of utilities shall be remedied by bringing the surface to original condition and the expense of said remedial action shall be born by the beneficiary of this easement based upon which lot benefits from the utility placement or maintenance, at the sole expense of said beneficiary.

DATED this _____ day of August, 2018.

The Way West Management Company

By: Ryan Selk, Member

By: Erynne Selk, Member

STATE OF WYOMING)
) SS
COUNTY OF PARK)

The foregoing Grant of Easement was acknowledged and sworn before me by Ryan Selk, Member of the Way West Management Company on this ____ day of August, 2018.

Notary Public

My Commission Expires:

STATE OF WYOMING)
) SS
COUNTY OF PARK)

The foregoing Grant of Easement was acknowledged and sworn before me by Erynne Selk, Member of the Way West Management Company on this ____ day of August, 2018.

Notary Public

My Commission Expires:

MEETING DATE:	SEPTEMBER 18, 2018
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	TODD STOWELL
CITY ADM. APPROVAL:	_____
PRESENTED BY:	TODD STOWELL

AGENDA ITEM SUMMARY REPORT

ORDINANCE 2018-17 – AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION 1 OF THE CITY OF CODY CODE

ACTION

Approve Ordinance 2018-17 to amend Title 9, Chapter 2, Section 1 of the Cody City Code, which has the effect of adopting the 2018 International Codes (building codes) that are mandated by the State.

SUMMARY

The text of the ordinance is attached with all proposed changes noted using the “track changes” feature. Other than changes to improve formatting and reflect current agency titles, the ordinance simply adopts the least amount of building and fire codes possible in order for the City to remain under “home rule” as it pertains to building inspection and enforcement, as specified by the Council of Fire Prevention and Electrical Safety in Buildings (the Wyoming State agency responsible for building codes). The proposed ordinance needs to be effective by the last day of November 2018.

For the most part, the 2018 International Codes being adopted are updated editions of what the City has previously used. The entirely new portions include appendices of the Fire Code—Appendix E (guidance for classifying hazardous materials), and Appendix G (calculating weight and volume equivalents of Cryogenic fluids). Appendix I was dropped (Noncompliant conditions of Fire Protection Systems).

For those that are interested, the section of state law applicable to “home rule” for building inspection is attached, as well as the document from the Council on Fire Prevention and Electrical Safety that outlines the codes that are to be adopted.

RECOMMENDATION:

Approve Ordinance 2018-17 as drafted.

ALTERNATIVES

1. Approve Ordinance 2018-17 as drafted.
2. Approve Ordinance 2018-17 with any further changes and amendments.
3. Deny Ordinance 2018-17 (City would lose home rule for building inspection and enforcement, as authority would fall back to the State).

ATTACHMENTS:

- Ordinance 2018-17
- Wyoming Statute 35-9-121
- Adoption document from Council on Fire Prevention and Electrical Safety

AGENDA ITEM NO. _____

FISCAL IMPACT

Provided the ordinance is passed, there is no change in the fiscal impacts to the City. It is only the version of codes used by the building inspection program that would change.

AGENDA & SUMMARY REPORT TO:

None

ORDINANCE NO. 2018-17

AN ORDINANCE TO AMEND TITLE 9, CHAPTER 2, SECTION 1 OF THE CITY OF CODY CODE: "BUILDING REGULATIONS; CODES ADOPTED; ADOPTION BY REFERENCE; COPIES TO BE KEPT ON FILE"

WHEREAS, the governing body has determined that it is in the public interest to amend Section 9-2-1 of the City of Cody Code to reflect recent action by the State pursuant to W.S. 35-9-106 to adopt certain provisions of the International Codes promulgated by the International Code Council.

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

SECTION 1: Title 9, Chapter 2, Section 1, Adoption by Reference; Copies to Be Kept on File is hereby amended as follows:

9-2-1: ADOPTION BY REFERENCE; COPIES TO BE KEPT ON FILE:

(A) The 2018 editions of:

1. ~~the i~~International ~~b~~Building ~~e~~Code;
2. ~~the i~~International ~~e~~Existing ~~b~~Building ~~e~~Code;
3. ~~the i~~International ~~f~~Fire ~~e~~Code including appendices D, ~~E~~, F and ~~G~~;
4. ~~the i~~International ~~m~~Mechanical ~~e~~Code; and,
5. ~~the i~~International ~~f~~Fuel ~~g~~Gas ~~e~~Code; as well as:
6. ~~Provisions of the International Residential Code and the International Property Management Code as said codes are referenced in the International Building Code, the International Fire Code, the International Mechanical Code, and the International Fuel Gas Code, but only to the extent that the referenced provisions apply to fire and life safety issues;~~

~~-including all changes, amendments, replacements or supplements thereto, as adopted and published by the International Conference Of Building Officials and International Code Council (ICC) to be referenced with international codes, as modified herein,~~ are made a part hereof by this reference, the same as though incorporated herein at length.

(B) Subsequent editions, changes, amendments, replacements and supplements of these codes ~~referenced in (A) above~~ shall become effective on the last day of the sixth month after adoption by the state of Wyoming through the council on fire prevention and electrical safety rules.

(C) The city of Cody shall adopt the national electrical code on July 31 of the current code year and will adopt by resolution, the provisions of the international plumbing code, and the international residential code that the ~~community development/public-works~~ director, the city building official and council agree are in the best interest of the city.

All fees for the issuance of permits shall be from the fee schedules approved and adopted by the governing body by resolution.

One copy of all adopted codes shall be kept on file by the city, and shall be marked with the words "Property of the City of Cody, Official Copy".

SECTION 2: EFFECTIVE DATE. This Ordinance shall become effective at 11:59 p.m., November 30, 2018, after final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING:

PASSED ON SECOND READING:

PASSED ON THIRD READING:

Matt Hall, Mayor

Attest:

Cynthia Baker
Administrative Services Director

35-9-121. Local enforcement.

(a) The state fire marshal shall delegate complete authority to municipalities and counties which apply to enforce and interpret local or state fire, building, existing building standards or electrical safety standards which meet the requirements of this section. The state fire marshal shall notify the governing body of the municipality or county of the minimum standards and requirements of this act and W.S. 16-6-501 and 16-6-502 and transfer jurisdiction and authority by letter. Except as provided in W.S. 35-9-119(a)(i) and subsection (b) of this section, nothing in this section affects the authority of the state fire marshal or chief electrical inspector regarding state owned or leased buildings. Local enforcement authority under this subsection shall be subject to the following requirements and certification of inspectors:

- (i) Before a municipality or county without local enforcement authority is initially granted local enforcement authority for fire, building, existing building standards or electrical standards the state fire marshal shall determine that the local governing body has adopted minimum standards by ordinance or resolution that are equivalent to or more stringent than those applicable standards adopted by the department;
- (ii) If a municipality or county that has been granted local enforcement authority under this subsection fails to adopt, within six (6) months following the adoption of new standards by the department, or maintain standards by ordinance or resolution that at least meet the statewide standards, enforcement authority shall immediately revert to the department. It shall be the responsibility of the municipality or county to notify the department of the repeal of minimum standards in their jurisdiction;
- (iii) If code enforcement authority for fire and building codes is requested, certification of a fire inspector or building inspector by the International Code Council or the International Conference of Building Officials is required for any inspector employed or contracted after July 1, 2010 to enforce those codes for the municipality or county;
- (iv) If code enforcement authority for the electrical code is requested, certification of an electrical inspector by the International Code Council or the International Association of Electrical Inspectors and licensing by the state as a journeyman or master electrician is required;
- (v) If a municipality or county that has been granted local enforcement authority under this subsection fails to maintain employment of an inspector holding any certification required by this subsection, enforcement authority shall revert to the department one hundred twenty (120) days after the last day the properly certified inspector has left the employment of the municipality or county. It shall be the responsibility of the municipality or county to notify the department upon the termination of employment of any certified inspector required by this subsection.

(b) Notwithstanding the provisions of subsection (a) of this section a local governmental entity is authorized to assume sole plan review authority, and, in accordance with W.S. 35-9-107(a)(iv), that entity has sole construction inspection authority on the approved plans and sole authority for

periodic fire and life safety inspections on state owned or leased buildings. For the purpose of this section, school buildings shall be construed to be state buildings. If local code provisions are more stringent than adopted state codes, the local code prevails. The authority granted to local governmental entities under this subsection is subject to certification of local inspectors as follows:

- (i) If sole plan review authority is requested, certification of a plan reviewer by the international conference of building officials or the International Cod Council;
- (ii) If code enforcement authority for fire and building codes is requested, certification of a fire inspector or building inspector by the International Code Council or the International Conference of Building Officials;
- (iii) If code enforcement authority for the electrical code is requested, certification of an electrical inspector by the International Code Council or the International Association of Electrical Inspectors and licensing by the state as a master electrician.

(c) If a municipality or county has assumed enforcement authority for only one (1) or two (2) of the fire, building and electrical standards, the municipality or county shall deliver notice of any project plans submitted to the municipality or county for approval to the department. The notice of the project shall be delivered within ten (10) days of receiving plans from the applicant.

(d) A municipality or county which has enforcement authority under this section shall create its own appeals boards to determine the suitability of alternate materials and types of construction and to interpret and grant variances from adopted codes or standards. The boards shall be appointed and removed by the governing body of the municipality or county, but the person making the decision upon which the appeal is based shall not be a member of the appeal board.

(e) A decision rendered by the local municipal or county appeals board pursuant to subsection (d) of this section may be appealed to the council on fire prevention and electrical safety in buildings for a final decision. A decision of the council may be appealed to the appropriate district court.

(f) Any appeal to a local board under subsection (d) of this section or the council under subsection (e) of this section shall be heard within thirty (30) days of the request for appeal.

(g) Nothing in this section prohibits the state fire marshal from assisting, upon request, a municipality, county or other local governmental entity in exercising authority granted to that entity under this section.

Codes and Standards

Council on Fire Prevention and Electrical Safety

(a) In accordance with [W.S. 35-9-106\(a\) & \(d\)](#) and [16-3-103\(h\)](#), the following international codes are incorporated by reference in these rules. The Council on Fire Prevention and Electrical Safety in Buildings (Council) has determined that incorporation of the full text in these rules would be cumbersome and inefficient given their length and nature. This incorporation by reference does not include any later amendments or editions of the incorporated codes. These codes are maintained and available for public inspection and copying at the offices of the Wyoming Department of Fire Prevention and Electrical Safety (Department) at the Capitol Hill Building, 320 W. 25th Street, 3rd Floor, Cheyenne, Wyoming 82002:

(i) The International Building Code, 2018 Edition, promulgated by the International Code Council.

(ii) The International Existing Building Code, 2018 Edition, promulgated by the International Code Council.

(iii) The International Fire Code, 2018 Edition, promulgated by the International Code Council, including,

(A). Appendix D, Appendix E, Appendix F and Appendix G.

(iv) The International Mechanical Code, 2018 Edition, promulgated by the International Code Council.

(v) The International Fuel Gas Code, 2018 Edition, promulgated by the International Code Council.

(vi) Provisions of the International Residential Code, the International Property Management Code, as said codes are referenced in the International Building Code, the International Fire Code, the International Mechanical Code, and the International Fuel Gas Code but only to the extent that the referenced provisions apply to fire and life safety issues.

(vii) Provisions of the National Electrical Code, the International Plumbing Code, and the International Energy Conservation Code referenced in the International Building Code, the International Fire Code, the International Mechanical Code, and the International Fuel Gas Code are specifically not adopted herein.

(b) The minimum standards for accessibility by the physically handicapped in public buildings built by any public administrative body are established in W.S. 16-6-501 and 16-6-502.

(c) When the terms building official, fire chief, or enforcing authority are encountered in the codes, they shall mean the State Fire Marshal or his authorized representative.

- (d) Where the term fire department is encountered in the codes, it means the Wyoming Department of Fire Prevention and Electrical Safety.
- (e) Definitions found in W.S. 35-9-102 and in the International Codes incorporated herein shall apply throughout these rules.
- (f) In cases of clearly demonstrated hardship or practical difficulty, the Council may grant exceptions from the standards adopted in these rules. An exception may be granted when the Council has determined that an equivalent standard of safety is achieved by alternate means.

The new codes were adopted May 23, 2018.

ORDINANCE NO. 2018-15

**AN ORDINANCE AMENDING THE ACCESSORY DWELLING UNIT
PROVISIONS OF THE CODY ZONING ORDINANCE
(TITLE 10 CITY OF CODY CODE)**

WHEREAS, notice of a public hearing to consider this action was published in the Cody Enterprise on August 2, 2018;

WHEREAS, a public hearing was held on August 21, 2018 before the City Council, as advertised, at which meeting the City Council heard comments from all persons wishing to speak for or against the proposed ordinance;

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

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

1. The definition of Accessory Dwelling Unit in Section 10-2-1 of the City of Cody Code is hereby amended to read as follows:

ACCESSORY DWELLING UNIT (ADU): An independent, self-contained dwelling unit within or attached to a detached single-family dwelling or building accessory thereto. An ADU is considered a separate land use for purposes of zoning definition and classification.

2. Add the following to 10-8-2(A), Accessory Dwelling Units:

...

15. ADUs are not permitted on any lot within a Planned Unit Development, unless the approved PUD plan specifically states that an ADU is permitted on that lot.

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

PASSED ON FIRST READING: 8/7/2018

PASSED ON SECOND READING: Tabled

8/21/18 & 9/4/18

PASSED ON THIRD READING:

Matt Hall, Mayor

Attest:

Cynthia Baker
Administrative Services Director