

# City of Cody City Council –

**October 2, 2018**

**(Pre-Meeting to begin at 6:30 p.m. – to Review Meeting Agenda)**

Regular Meeting 7:00 p.m.

Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

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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 18, 2018.
- b. Award Bid 2018-03 to Greiner Ford of Casper for three (3) 2019 Ford Police Interceptors in the amount of \$78,591.00.
- c. Approve the street closure of Sheridan Avenue between 10<sup>th</sup> and 15<sup>th</sup> Streets from 3:30pm to 6:00pm, actual event running 4:00 – 5:30pm, on Tuesday, October 31<sup>st</sup>, 2017 during the Downtown Halloween Festival
- d. Approve a request form Park County Library to permit overnight parking in the Recreation Center overflow parking lot on October 10<sup>th</sup> through 12<sup>th</sup>, 2018 for their event trailers associated with “All of Us Research Program”.

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 \$403,530.04.
- b. Approve the recommendation from staff to have another rate study conducted through Utility Financial Solutions (UFS) at a cost of \$12,500, with expenditures to come out of the Electric Fund.  
Staff Reference: Bert Pond, Electrical Engineer
- c. Consider a request to accept a donated bench, from the Wilder Family to be installed on the Corner of 11<sup>th</sup> Street and Sheridan Avenue. Noting installation will be provided by the Wilders, installer will work with staff on placement and method of installation. The City will also require a written notice noting

this donation, including appraisal value or invoice noting value as requested by the City's property coverage – LGLP.

Staff Reference: Rick Manchester, Parks, Facilities & Recreation Director

- d. ORDINANCE 2018-17 – SECOND READING  
AN ORDINANCE AMENDING TITLE 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 9, 2018 – Tuesday – Work Session 4:15 p.m.**

**October 16, 2018 – Tuesday – Regular Council Meeting 7:00 p.m.**

**City of Cody  
Council Proceedings  
Tuesday, September 18, 2018**

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, September 18, 2018 at 7:00 p.m.

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

Absent: None

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

Council Member Greer made a motion seconded by Council Member to amend the “agenda to include item aa to conduct of business. Vote was unanimous.

Council Member made a motion seconded by Council member to approve the consent calendar including – approval of Minutes: Regular Minutes from September 4, 2018. And Special Work Session from September 11, 2018; approve Vouchers in the amount of \$100,905.06, noting expenses associated with the One Cent Optional Sales Tax; approve the registration fee for Park County Leadership Institute in the amount of \$475, noting expense to be paid from the Council Contingency Fund; award Bid # 2018-06 to Tractor & Equipment Company, for one used NorAm 65E motor grader, in the amount of \$140,000.00.; authorize the Mayor to sign the Federal Reserve Pledge Agreement and Release of Collateral for Wells Fargo Bank; authorize the Mayor to sign the change order in the amount of \$13,600 from Morrison-Maierle on the ADA ramp project; and approve the refund request of fees associated with water and sewer usage above the average for those services at 1601 22<sup>nd</sup> St, for the time period noted by staff. Vote was unanimous.

Council Member made a motion seconded by Council Member to approve Vouchers in the amount of \$1,714,918.13. Council Member Greer recused himself from the vote. Vote was unanimous from remaining Council Members.

Council Member made a motion seconded by Council Member to approve the Preliminary and Final Plats of the 12<sup>th</sup> Street Minor Subdivision, with associated variances and conditions of approval. Vote was unanimous.

ORDINANCE 2018-17 – FIRST READING  
AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION 1 OF THE CITY OF CODY CODE. Council Member made a motion seconded by Council Member to approve Ordinance 2018-17 on First Reading. 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 made a motion seconded by Council Member to remove Ordinance 2018-15 from the Table for discussion. Vote was unanimous.

Council Member made a motion seconded by Council Member to approve Ordinance 2018-15 on Second Reading. Voting opposed where Council Members Greer, Nielson and Fritz. Voting in favor were Council Members Ballinger, Wolz, Anderson and Mayor Hall. Motion passed.

Council Member made a motion seconded by Council member to table Ordinance 2018-15 on Second Reading until Vote was unanimous.

Meeting adjourned at p.m.

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Mayor Matt Hall

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Clerk, Cindy Baker

MEETING DATE: 10/2/18

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY:

## **AGENDA ITEM SUMMARY REPORT**

### **Bid 2018-11 (3) New 2019 AWD Police Cars**

#### **ACTION TO BE TAKEN:**

Approve the award of Bid 2018-11 to Greiner Ford of Casper for (3) 2019 Ford Police Interceptors in the amount of \$78,591.00.

#### **SUMMARY OF INFORMATION:**

A request was made in FY 2018/2019 for the purchase of two new patrol vehicles. As this is the last year the AWD sedan will be available it is requested to purchase three patrol vehicles. The vehicles being replaced will be sold via Public Surplus auction. Bid packets were sent to Castle Rock Dodge, Denny Menholt, Fremont Motor Companies, Halladay Motors, Lithia, and Spradley Barr Motors.

Four bidders submitted four bids. These bids were opened at City Hall on 9/18/18.

Fremont Motors Cody, submitted one bid for (3) 2019 Ford Police Interceptors in the amount of \$79,134.00.

Greiner Ford of Casper, submitted one bid for (3) 2019 Ford Police Interceptors in the amount of \$78,591.00.

Jackson Hole Ford, of Jackson, submitted one bid for (3) 2019 Ford Police Interceptors in the amount of \$78,744.00.

Spradley Barr, of Cheyenne, submitted one bid for (3) 2019 Ford Police Interceptors in the amount of \$79,047.00.

Fremont Casper, submitted a letter of no bid.

#### **FISCAL IMPACT**

Funding, in the amount of \$87,750.00, was budgeted and approved in the Fiscal Year 2018/2019 budget.

#### **ALTERNATIVES**

Approve or deny the award of Bid 2018-11 to Greiner Ford of Casper for (3) 2019 Ford Police Interceptors in the amount of \$78,591.00.

**AGENDA ITEM NO. \_\_\_\_\_**

## **ATTACHMENTS**

1. Bid packet 2018-11

## **AGENDA & SUMMARY REPORT TO:**

1. Joshua Donald, Fremont Motors Cody; [jdonald@fremontmotors.com](mailto:jdonald@fremontmotors.com)
2. David Sutherland, Spradley Barr Motors, Inc.; [dsutherland@spradleybarrcheyenne.com](mailto:dsutherland@spradleybarrcheyenne.com)
3. Heather Gabbard, Greiner Ford of Casper; [hgabbard@lithia.com](mailto:hgabbard@lithia.com)
4. Stephen Hughes, Jackson Hole Ford; [zzhughes@hotmail.com](mailto:zzhughes@hotmail.com)
5. Brett Osborne, Fremont Casper; [bosborne@fremontmotors.com](mailto:bosborne@fremontmotors.com)



## TABLE OF CONTENTS

### BID NO. 2018-11 (3) New 2019 AWD Police Cars

#### DOCUMENTS INCLUDED IN PACKET FOR BID NO 2018-11

	<u>Pages</u>
1. ADVERTISEMENT FOR BID (ON THIS PAGE, BELOW) ↓	1
2. INSTRUCTION SHEET	2
3. BID PROPOSAL	3
4. SPECIFICATIONS	4-6

**For more information: City of Cody**

**307-587-2958**

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### **Bid No. 2018-11 (3) New 2019 AWD Police Cars**

The City of Cody will receive sealed bids until 2:00 p.m., 9/18/18 at Cody City Hall, 1338 Rumsey Avenue, P.O. Box 2200, Cody, Wyoming 82414, for (3) New 2019 AWD Police Cars. 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](mailto: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 27<sup>th</sup> day of August, 2018.

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Cynthia Baker  
Administrative Services Officer

PUBLISH:    September 4<sup>th</sup>, 2018  
                  September 11<sup>th</sup>, 2018



**INSTRUCTIONS: (3) New 2019 AWD Police Cars  
BID REQUEST NUMBER 2018-11**

The Bidder agrees to provide **(3) New 2019 AWD Police Cars** 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 2018-11 City of Cody Specifications Form on pages 4-6 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.

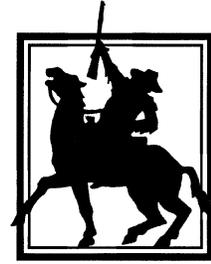
All material provided under this bid shall be new and unused. Bid documents may be obtained from:

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. 2018-11, (3) New 2019 AWD Police Cars**" on the outside of the envelope.

The sealed bids must be returned to the City of Cody no later than 2:00 p.m. 9/18/18. 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. 2018-11 (3) New 2019 AWD Police Cars**  
 City of Cody, Wyoming



**CITY OF CODY**  
 WYOMING

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

The undersigned Bidder agrees to provide **(3) New 2019 AWD Police Cars**, 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 St. Cody, WY 82414.

<b>Bid Schedule</b>	<b>Quantity</b>	<b>Unit</b>	<b>Total Price</b>
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.

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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 (3) New 2019 AWD Drive Police Cars

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. 4 door, AWD with factory police package. | _____ | _____ |
| 2. Wheel base: Minimum of 110 inches.       | _____ | _____ |
| 3. Exterior color: Bright Silver.           | _____ | _____ |
| 4. Interior color: Charcoal black or Ebony. | _____ | _____ |

#### B. ENGINE AND POWER TRAIN

- |   |       |       |
|---|-------|-------|
| 1. Engine: V-6 3.7 liter min.                                     | _____ | _____ |
| 2. Engine block heater.   | _____ | _____ |
| 3. Transmission: Heavy duty 6 speed automatic w/overdrive.        | _____ | _____ |
| 4. Differential: Traction Control or Stabilitrak.                 | _____ | _____ |
| 5. Speedometer: Certified cluster with driver information center. | _____ | _____ |

#### C. SUSPENSION & RUNNING GEAR

- |   |       |       |
|---|-------|-------|
| 1. Suspension: Heavy duty police.   | _____ | _____ |
| 2. Brakes: Heavy duty Four Wheel Anti-Lock Power Disc Brakes.               | _____ | _____ |
| 3. Wheels & Tires: (5) full size wheels & All-Season tires speed rated (w). | _____ | _____ |
| 4. Wheel covers: Factory supplied.  | _____ | _____ |

#### D. ELECTRICAL SYSTEM

- |  |       |       |
|--|-------|-------|
| 1. Battery: Maintenance free Heavy-duty with a min of 720 CCA. With battery rundown protection.                        | _____ | _____ |
| 2. Alternator: (12) volts, 170 amp minimum.  | _____ | _____ |
| 3. Interior lighting: Inoperative when doors are opened, controlled by light dimmer switch or lighting control module. | _____ | _____ |

**ELECTRICAL SYSTEM continued**

**YES NO**

- 4. Engine Idle Feature \_\_\_\_\_
- 5. Auxiliary Dome Light: Located between visors with switch at base of lamp. \_\_\_\_\_
- 6. Trunk Release Feature \_\_\_\_\_
- 7. Spotlight: (1) 6" pillar mounted spotlight, factory installed on driver's side. \_\_\_\_\_
- 8. Dark Car Feature \_\_\_\_\_
- 9. Headlight Housing, Option 13P \_\_\_\_\_

**E. BODY & CAB**

- 1. Floor Covering: Heavy duty rubber mat front and rear. \_\_\_\_\_
- 2. Dual heated outside rear view mirrors, remote controlled right and left. \_\_\_\_\_
- 3. Windows: Power windows w/tinted glass. \_\_\_\_\_
- 4. Rear window defroster: Electric. \_\_\_\_\_
- 5. Heater and air conditioner: Factory installed, high output, manual control. \_\_\_\_\_
- 6. Windshield wipers: Multi-speed w/intermittent system. \_\_\_\_\_
- 7. Radio: AM/FM CD w/clock. \_\_\_\_\_
- 8. Door locks: Power door locks, single key locking system w/(3) sets of keys and keyless entry. \_\_\_\_\_
- 9. Door handles: Rear inside door handles and windows to be inoperative except from the outside or the driver's position. \_\_\_\_\_
- 10. Front seats: Heavy duty cloth bucket seats, with power adjust driver's seat. \_\_\_\_\_
- 11. Rear seat: Heavy-duty rear bench seat. \_\_\_\_\_
- 12. Electric trunk opener: Factory installed. \_\_\_\_\_
- 13. Steering Wheel: Comfort tilt. \_\_\_\_\_
- 14. Cruise Control: Factory installed. \_\_\_\_\_

**F. MISCELLANEOUS**

- 1. Full manufacturer's standard warranty. \_\_\_\_\_
- 2. Dealer order form showing all equipment being bid. \_\_\_\_\_

These police package cars shall be to the manufacturer's standard unless specified otherwise. They shall be equipped with the manufacturer's equipment and accessories which are included as standard in the advertised and published literature for the unit. No such item of equipment or accessories shall be removed or omitted for the reason that it was not specified in the bid.

## City of Cody Agenda Request Form

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

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

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Name of person to appear before the Council Consent Agenda

Organization Represented Cody Events Committee

Date you wish to appear before the Council Consent Agenda for October 2, 2018

Mailing Address 836 Sheridan Ave Telephone 307-587-2777

E-Mail Address exec@codychamber.org

Preferred form of contact: Telephone 307-587-2777 E-Mail exec@codychamber.org

Names of all individuals who will speak on this topic Kenny Lee or Tina Hoebelheinrich

Event Title (if applicable) Halloween Street Closure

Date(s) of Event (if applicable) 10-31-2018

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) The purpose of the closure is for Cody's Annual downtown trick or treat event. Kids and parents stroll up and down Sheridan Avenue without fear of traffic. It is challenging to corral children when they are so excited!

Which City employee(s) have you spoken to about this issue? None

Signature Tina Hoebelheinrich Date 9/20/18



Event Name City of Cody-Downtown Halloween Festival Event Date 10/31/18  
 Type of Event: Halloween Event Street Closure for child safety  
 Event Director or Organizer Tina Hoebelheinrich Telephone 307-587-2777  
 Address 836 Sheridan Ave, Cody, WY 82414 Email exec@codychamber.org  
 Club Affiliation or Sponsor Cody Events Committee Estimated Number of Participants +/-800

Course Information:  Total closure  Partial closure  Remain open to traffic *(Check appropriate box(s) (Explain in Event Description))*

I (we) City of Cody hereby make application for a special permit upon the right-of-way of:

highway 14/16/20 between milepost \_\_\_\_\_ and milepost \_\_\_\_\_  
 highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_  
 highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_  
 highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_

on 10/31/2018 between 3:30 and 6:00  
Date Time Time

I (we) agree to strictly conform to the exhibits attached hereto, subject to all terms, conditions, agreements, stipulations and provisions contained in the application and permit, in Chapter XXIII rules and regulations of the Wyoming Department of Transportation, and any other applicable regulations, laws or ordinances.

EVENT DESCRIPTION (Attach event map): Downtown Halloween Festival: The City of Cody proposes the closure of Sheridan Avenue (HWY14/16/20) from 10th Street to 15th Street to allow children to freely visit downtown merchants for Halloween Treats. City employees, (police, street, water, and electric crews) will close streets and redirect traffic as indicated on the attached traffic control plan.

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Prior to the event, I (we) agree to review the course to determine potential problems that could endanger participants and equipment and to notify the participants of them. If I (we) determine the problems to be severe, I (we) agree to cancel the event.

Permittee must provide a certificate of insurance as evidence of an existing Comprehensive or Commercial General Liability Policy, including contractual liability coverage, with limits not less than \$500,000.00 combined single limit for all claims arising out of a single accident or occurrence.

THE PERMITTEE SHALL DEFEND, HOLD HARMLESS AND INDEMNIFY THE STATE OF WYOMING, DEPARTMENT OF TRANSPORTATION AND ITS OFFICERS, AGENTS, EMPLOYEES AND MEMBERS FROM ALL SUITS OR ACTION WHICH MAY RESULT FROM ANY ACTIVITY BY THE PERMITTEE, ITS OFFICERS, SUBCONTRACTORS, AGENTS OR EMPLOYEES.

Tina Hoebelheinrich

836 Sheridan Ave

Name (Please Print)  
*Tina Hoebelheinrich*  
Signature

Address  
Cody, WY 82414  
City, State and Zip

9/20/18

307.587.2777

Date (Minimum of 60 days prior to event)

Telephone

Approval must be obtained from the city, town or county government if the closure restricts the use of any road, street or highway of the affected jurisdiction.

Approved by city or town if applicable

Approved by county if applicable

Name/Title (Please Print)  
Signature/Title  
Date  
Address  
City, State and Zip  
Telephone

Name/Title (Please Print)  
Signature/Title  
Date  
Address  
City, State and Zip  
Telephone

MEETING DATE: OCTOBER 2, 2018 OR OCTOBER 9, 2018  
WORK SESSION  
DEPARTMENT: PARKS AND RECREATION  
PREPARED BY: RICK MANCHESTER, DIRECTOR  
PRESENTED BY: RICK MANCHESTER DIRECTOR, AND  
PAM SMITH--LIBRARY

**Overnight Parking in Rec Center Overflow Lot  
Allow Overnight Parking for Park County Library Program  
October 10, 11, & 12, 2018**

**ACTION TO BE TAKEN:**

Motion to allow Park County Library to permit overnight parking in the Rec Center overflow parking lot on October 10 through 12, 2018.

**SUMMARY OF INFORMATION:**

The library is hosting a health awareness event in Park County. The program is named All of Us and will be held in Cody at the County Complex. The Library is requesting overnight parking for their event trailers. Attached is event information for the program.

**FISCAL IMPACT:**

None

**ALTERNATIVES:**

1. Allow overnight parking at Rec Center overflow lot
2. City Council assign a location
3. Deny the request

**ATTACHMENTS:**

1. Agenda Request Form
2. All of Us Research Registration Form

**AGENDA & SUMMARY REPORT TO:**

1. Pam Smith, Park County Library  
[psmith@parkcountylibrary.org](mailto:psmith@parkcountylibrary.org), (307-527-1880)

**AGENDA ITEM NO. \_\_\_\_\_**

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\*\*\*\*\*

Name of person to appear before the Council Pam Smith

Organization Represented Park County Library

Date you wish to appear before the Council ASAP

Mailing Address 1500 Heart Mtn St Telephone 527-1880

E-Mail Address psmith@parkcountylibrary.org

Preferred form of contact: Telephone \_\_\_\_\_ E-Mail x

Names of all individuals who will speak on this topic Pam Smith

Event Title (if applicable) All of us research program

Date(s) of Event (if applicable) Oct 10-12, 2018

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) The Library would like to partner w/ the Rec Center in hosting this National Research project. The Library parking lot is not ideal so we are hoping to use the Rec Center overflow lot.

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

Signature Pam Smith Date 20 Sep 18

## The *All of Us* Journey

The *All of Us* Journey is a hands-on experience to build awareness and excitement about the *All of Us* Research Program, supported by the National Institutes of Health. Through a 41-week national tour, this traveling exhibit actively engages community members to join this landmark research project that will accelerate research and improve health.

We greatly value the power you have reaching your community as a trusted community partner. That is why we are seeking support from partners like you. Your support will help us reach your community and help us ensure that your community is included as we work to improve the health of all Americans through more effective and tailored prevention strategies and treatments for diseases.



### How does hosting the *All of Us* Journey benefit my community?

- Educates community members about the *All of Us* Research Program and its benefits for people, families, communities, and future generations
- Provides an opportunity for hands-on exploration and engagement, to ask questions, and to enroll on-site
- Gives your community the opportunity to actively participate in a program that seeks to improve the health of *all* Americans regardless of their sex, gender, race/ethnicity, religion, insurance status, address, income, or other unique traits

## The *All of Us* Journey Footprint

**Space Requirements:** 15-20'ft x 45 'ft.

**Stage:** Opens out on passenger side

**Generator:** Included

**ADA Compliant:** Wheelchair lift and engagements

### Off Board Elements:

- **Interactive Video Kiosks** – attendees can self-navigate and browse through video selection.
- **Experience Participation** – complete onboarding process through standing kiosks.
- **Animation Video** – educational video that provides an overview of what precision medicine is and the goal of the *All of Us* Research Program.
- **Post event** survey tablet to capture feedback.

### On Board Elements:

- **Pebble Art Engagement** – Learn about lifestyle, environmental, and genetic factors that make you unique.
- **'One in a Million'** – Photo Marketing experience that teaches attendees about the factors considered by precision medicine.
- **Exploration Station** – Non digital activities that provide current day examples of precision medicine.
- **Enrollment Kiosk** – provides a channel where attendees can initiate their enrollment process and learn more about the program.
- **Enrollment Center** – Private area that provides attendees the opportunity to reach the *All of Us* Call center and/or continue the enrollment process.
- **Story Wall** – Magnetic writeable post-it engagement where attendees can share their story and express how they may support the program.
- **Social Media Area** – Attendees can use the available prop signs and their own devices to capture their on-site to share through their own social media channels.



### Staff:

- Our Tour Manager will be responsible for the on-site execution and management.
- Trained local part-time staff and volunteers will support the activation as necessary.

## The *All of Us* Journey Enrollment Center

TOTAL SPACE REQUIRED: 51 X 26-30 FT. GENERATOR: INCLUDED ADA COMPLIANT: YES

### Off-board Experience: Education and Awareness Engagements

Space Requirements: 18 x 15 FT.

#### Engagements:

- **Guestbook Sign in:** visitor sign in, where name, last name, e-mail, zip code is captured, and attendees are given the option to opt-in to email communication
- **One in a Million:** digital engagement that teaches attendees about the three factors considered by precision medicine
- **Measure Up:** educational engagement that reinforces the importance of diversity and how genetics is not the only factor that can impact ones' health and uniqueness
- **The Next Breakthrough:** digital virtual reality experience that showcases research breakthroughs that have improved the lives of many
- **Leave Your Mark:** non-digital activity that provides attendees the opportunity to write a message to a future generation describing what they wish for their future



### On-board Experience: Enrollment Center

Space Requirements: 33 x 15 FT.

#### Engagements:

- The RV area allows interested attendees to complete the full enrollment process
- Waiting area allows comfort space to complete portal steps
- Exam rooms available for PM&B collection
- A Million Leaves engagement allows attendees to share with others their inspiration for joining the program by writing a small note on the tree



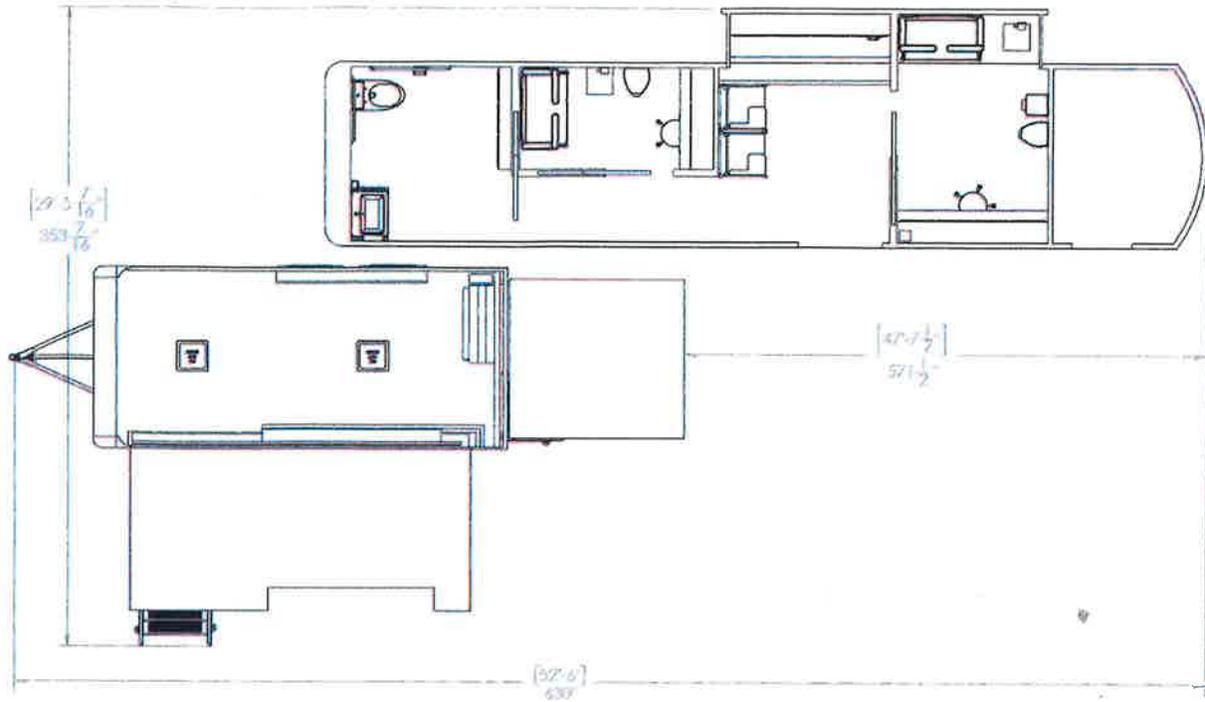
#### Staff Support:

*All of Us* Journey full time and local hired part-time staff will facilitate engagements off-board and offer basic program information for event attendees. Attendees that wish to enroll in the program will be asked to enter the RV enrollment center where trained full-time program staff will help with the enrollment process.

# All of Us RESEARCH PROGRAM

The  
Future of  
Health Begins  
With You.

## Full Footprint Set-up:



Report Criteria:

Invoice.Detail.Input date = 09/25/2018

Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>ANIXTER INC (130622)</b>				
	4006150-00	REPAIR HARDWARE FOR OVERHEAD	09/11/2018	43.95
Total :				43.95
Total ANIXTER INC (130622):				43.95
<b>APPLIED CONCEPTS, INC (130755)</b>				
	332832	RADARS, EQUIPMENT & TOOLS	08/09/2018	4,460.00
Total :				4,460.00
Total APPLIED CONCEPTS, INC (130755):				4,460.00
<b>BACON, PAIGE (131212)</b>				
CODY MOBILE ART STUDIO	23	CARTOON DRAWING	09/05/2018	56.00
CODY MOBILE ART STUDIO	24	WATER COLOR EXPLORERS	09/05/2018	98.00
Total :				154.00
Total BACON, PAIGE (131212):				154.00
<b>BIG HORN REDI-MIX, INC (1190)</b>				
DBA BIG HORN PRECAST	375988	WASHED ROCK - DRIVEWAY REPAIR SPIRIT MTN	09/05/2018	56.00
Total :				56.00
Total BIG HORN REDI-MIX, INC (1190):				56.00
<b>BORDER STATES INDUSTRIES, INC (1420)</b>				
	916096957	BI-DIRECTIONAL METER	09/10/2018	363.47
	916127959	SYSTEM REPAIRS	09/13/2018	166.29
Total :				529.76
Total BORDER STATES INDUSTRIES, INC (1420):				529.76
<b>BRANTLEY, EILEEN (131674)</b>				
	5.1620.25	REFUND UTILITY DEPOSIT	09/20/2018	42.91
Total :				42.91
Total BRANTLEY, EILEEN (131674):				42.91
<b>CAPE, KASEY (131677)</b>				
	14.2010.41	REFUND UTILITY DEPOSIT	09/21/2018	304.48
Total :				304.48
Total CAPE, KASEY (131677):				304.48
<b>CENTURY LINK (10091)</b>				
	91918	UTILITIES	09/19/2018	38.39

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				38.39
Total CENTURY LINK (10091):				38.39
<b>CITY OF CODY (2260)</b>				
	093018	UTILITIES	09/30/2018	1,959.12
	093018	UTILITIES	09/30/2018	12,247.15
	093018	UTILITIES	09/30/2018	128.37
	093018	UTILITIES	09/30/2018	465.12
	093018	UTILITIES	09/30/2018	375.13
	093018	UTILITIES	09/30/2018	985.16
	093018	UTILITIES	09/30/2018	10,771.93
	093018	UTILITIES	09/30/2018	11,357.34
	093018	UTILITIES	09/30/2018	34.65
	093018	UTILITIES	09/30/2018	7,861.03
	093018	UTILITIES	09/30/2018	7,796.25
	093018	UTILITIES	09/30/2018	47.89
	093018	UTILITIES	09/30/2018	1,350.15
	093018	UTILITIES	09/30/2018	1,103.86
	093018	UTILITIES	09/30/2018	1,103.86
	093018	UTILITIES	09/30/2018	579.90
	093018	UTILITIES	09/30/2018	888.18
	093018	UTILITIES	09/30/2018	39.00
Total :				59,094.09
Total CITY OF CODY (2260):				59,094.09
<b>EASTMAN, RINDA (129952)</b>				
	0818	PERSONAL TRAINER - REC CENTER	09/17/2018	164.50
Total :				164.50
Total EASTMAN, RINDA (129952):				164.50
<b>ENGINEERING ASSOCIATES (4140)</b>				
	09132018	HYDRANT TESTING	09/13/2018	25.00
Total :				25.00
Total ENGINEERING ASSOCIATES (4140):				25.00
<b>FREMONT MOTOR CODY, INC (4370)</b>				
	091918	RETURN BID BOND 2018-11	09/19/2018	3,956.70
Total :				3,956.70
Total FREMONT MOTOR CODY, INC (4370):				3,956.70
<b>GRAHAM DIETZ &amp; ASSOCIATES (4620)</b>				
GDA ENGINEERS	171133-00011	BEACON HILL WATER TANK	09/13/2018	6,963.81
GDA ENGINEERS	171133-00011	BEACON HILL WATER TANK	09/13/2018	3,429.94
Total :				10,393.75
Total GRAHAM DIETZ & ASSOCIATES (4620):				10,393.75

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>HARRIS TRUCKING AND CONSTRUCTION CO. (4780)</b>				
	131480	WASHED ROCK	08/31/2018	55.02
Total :				55.02
Total HARRIS TRUCKING AND CONSTRUCTION CO. (4780):				55.02
<b>JACKSON HOLE FORD (131671)</b>				
	091918	RETURN BID BOND 2018-11	09/19/2018	3,953.00
Total :				3,953.00
Total JACKSON HOLE FORD (131671):				3,953.00
<b>JONES, AMY (129954)</b>				
	91718	PERSONAL TRAINER - REC CENTER	09/17/2018	655.04
Total :				655.04
Total JONES, AMY (129954):				655.04
<b>KEEGAN, KRISJANSONS &amp; MILES, PC (130778)</b>				
	2726	ALTERNATE JUDGE	08/31/2018	67.00
Total :				67.00
Total KEEGAN, KRISJANSONS & MILES, PC (130778):				67.00
<b>KRUBECK, LUCAS (130285)</b>				
	082718	PERSONAL TRAINER - REC CENTER	09/19/2018	428.16
Total :				428.16
Total KRUBECK, LUCAS (130285):				428.16
<b>MADRUGA IRON WORKS (123640)</b>				
	0010643-IN	Lid (Madruga 7852) for lg concrete vault	09/11/2018	3,786.00
	0010643-IN	Lid (Madruga 7852) for lg concrete vault	09/11/2018	3,786.00
	0010643-IN	FREIGHT	09/11/2018	880.00
Total :				8,452.00
Total MADRUGA IRON WORKS (123640):				8,452.00
<b>MORGAN, GEORGE A (131670)</b>				
	1672-1	REFUND ENCROACHMENT DEPOSIT	09/18/2018	150.00
Total :				150.00
Total MORGAN, GEORGE A (131670):				150.00
<b>MOTOROLA SOLUTIONS, INC. (6840)</b>				
	41255161	MOBILE RADIO'S	08/20/2018	9,027.00
Total :				9,027.00
Total MOTOROLA SOLUTIONS, INC. (6840):				9,027.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>NORTHWEST PIPE (7400)</b>				
	122115	SEAT RING	09/10/2018	300.00
	128677	6" Megalug for DIP, Less Acc	09/04/2018	159.65
	128677	6" MJ, DI 45 Elbow	09/04/2018	124.60
	128677	6" MJ, DI 22 1/2 Elbow	09/04/2018	57.02
	128677	6" MJ, DI 11 1/4 Elbow	09/04/2018	59.13
	128677	GASKETS, BOLTS & NUTS	09/04/2018	1,219.60
Total :				1,920.00
Total NORTHWEST PIPE (7400):				1,920.00
<b>ONE-CALL OF WYOMING (127665)</b>				
	49458	ONE - CALL FEES - AUGUST 2018	09/08/2018	31.12
	49458	ONE CALLS FEES - AUGUST 2018	09/08/2018	31.13
	49458	ONE CALLS FEES - AUGUST 2018	09/08/2018	31.13
	49458	ONE CALLS FEES - AUGUST 2018	09/08/2018	31.12
Total :				124.50
Total ONE-CALL OF WYOMING (127665):				124.50
<b>PARK COUNTY CIRCUIT COURT (128493)</b>				
	91618	CV-2016-0757	09/21/2018	312.59
Total :				312.59
Total PARK COUNTY CIRCUIT COURT (128493):				312.59
<b>PARRAGA, FIORELLA (131672)</b>				
	14.2310.30	REFUND UTILITY DEPOSIT	09/18/2018	242.82
Total :				242.82
Total PARRAGA, FIORELLA (131672):				242.82
<b>PHAIR, CHEYENNE (131675)</b>				
	091918	WITNESS FEES MC-1804-070	09/19/2018	15.00
Total :				15.00
Total PHAIR, CHEYENNE (131675):				15.00
<b>PROFFIT, DOUGLAS J (128647)</b>				
PROFFITS ENTERPRISES LLC	7848	MOWING GREYBULL HILL/REC CENTER HILL	06/30/2018	1,520.00
PROFFITS ENTERPRISES LLC	7848	24TH ST HILL CLEANUP	06/30/2018	750.00
PROFFITS ENTERPRISES LLC	8112	MOWING GREYBULL HILL/REC CENTER HILL	08/31/2018	1,440.00
Total :				3,710.00
Total PROFFIT, DOUGLAS J (128647):				3,710.00
<b>PURCHASE POWER (8240)</b>				
	92018	POSTAGE - ADMIN	09/20/2018	720.14
	92018	POSTAGE - ADMIN	09/20/2018	133.36
	92018	POSTAGE - ADMIN	09/20/2018	26.67
	92018	POSTAGE - ADMIN	09/20/2018	133.36
	92018	POSTAGE - ADMIN	09/20/2018	320.06

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	92018	POSTAGE - ADMIN	09/20/2018	1,173.56
	92018	POSTAGE - ADMIN	09/20/2018	26.67
	92018	POSTAGE - ADMIN	09/20/2018	133.36
	92018	POSTAGE - PD	09/20/2018	57.28
	92018	POSTAGE - REC CENTER	09/20/2018	294.00
	92018	POSTAGE - WATER	09/20/2018	2.52
	92018	POSTAGE - ADMIN	09/20/2018	12.00-
Total :				3,008.98
Total PURCHASE POWER (8240):				3,008.98
<b>QUALITY ASPHALT PAVING, INC (125010)</b>				
	1878	ADIX ADDITION ASPHALT PATCHING	09/10/2018	3,300.00
Total :				3,300.00
Total QUALITY ASPHALT PAVING, INC (125010):				3,300.00
<b>ROCKY MOUNTAIN POWER (7570)</b>				
	091818	UTILITIES	09/18/2018	28.81
	091818	UTILITIES	09/18/2018	292.18
Total :				320.99
Total ROCKY MOUNTAIN POWER (7570):				320.99
<b>SABER PEST CONTROLL LLC (131183)</b>				
	E106	PEST CONTROL - ELECTRIC	09/04/2018	80.00
	P118	PEST CONTROL -STREETS/VEHICLE MAINT	09/04/2018	50.00
	P118	PEST CONTROL - WATER DEPT	09/04/2018	25.00
	P118	PEST CONTROL - WASTEWATER DEPT	09/04/2018	25.00
	R117	PEST CONTROL - RECYCLING/SANITATION	09/12/2018	60.00
	W117	PEST CONTROL - WASTEWATER DEPT	09/12/2018	50.00
Total :				290.00
Total SABER PEST CONTROLL LLC (131183):				290.00
<b>SCHLENKER, DAVID (131669)</b>				
	14.0490.12	REFUND UTILITY DEPOSIT	09/13/2018	50.14
Total :				50.14
Total SCHLENKER, DAVID (131669):				50.14
<b>SHEARER, STEVEN M (123465)</b>				
APPLIED GRAPHICS	6882	EMERGENCY EXIT DECALS	07/25/2018	72.00
Total :				72.00
Total SHEARER, STEVEN M (123465):				72.00
<b>SKAGGS COMPANIES (131474)</b>				
	3090816 RI	DOJ BULLETPROOF VEST GRANT	08/21/2018	352.00
Total :				352.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total SKAGGS COMPANIES (131474):				352.00
<b>SNYDER, TOM (131676)</b>				
	091918	WITNESS FEES MC-1806-051	09/19/2018	15.00
Total :				15.00
Total SNYDER, TOM (131676):				15.00
<b>SPRADLEY BARR MOTORS INC (129523)</b>				
	091918	RETURN BID BOND 2018-11	09/19/2018	3,952.35
Total :				3,952.35
Total SPRADLEY BARR MOTORS INC (129523):				3,952.35
<b>SUBURBAN SALES (131673)</b>				
	863373	DUMP TRAILER PURCHASE	09/18/2018	7,095.00
Total :				7,095.00
Total SUBURBAN SALES (131673):				7,095.00
<b>SYSTEMS GRAPHICS INC (129162)</b>				
ADVANCED INFO SYSTEMS	14495	OUTSOURCE BILLS	09/11/2018	33.24
ADVANCED INFO SYSTEMS	14495	OUTSOURCE BILLS	09/11/2018	95.56
ADVANCED INFO SYSTEMS	14495	OUTSOURCE BILLS	09/11/2018	87.25
ADVANCED INFO SYSTEMS	14495	OUTSOURCE BILLS	09/11/2018	87.25
ADVANCED INFO SYSTEMS	14495	OUTSOURCE BILLS	09/11/2018	112.16
ADVANCED INFO SYSTEMS	14498	OUTSOURCE BILLS	09/19/2018	14.28
ADVANCED INFO SYSTEMS	14498	OUTSOURCE BILLS	09/19/2018	41.06
ADVANCED INFO SYSTEMS	14498	OUTSOURCE BILLS	09/19/2018	37.49
ADVANCED INFO SYSTEMS	14498	OUTSOURCE BILLS	09/19/2018	37.49
ADVANCED INFO SYSTEMS	14498	OUTSOURCE BILLS	09/19/2018	48.19
Total :				593.97
Total SYSTEMS GRAPHICS INC (129162):				593.97
<b>TEREX UTILITIES INC (129570)</b>				
DBA TEREX SERVICES	90914053	TRUCK TESTING	09/06/2018	600.00
DBA TEREX SERVICES	90914054	TRUCK TESTING	09/06/2018	600.00
DBA TEREX SERVICES	90914065	TRUCK TESTING	09/06/2018	600.00
DBA TEREX SERVICES	90914069	TRUCK TESTING	09/06/2018	600.00
DBA TEREX SERVICES	90914070	TRUCK TESTING	09/06/2018	600.00
DBA TEREX SERVICES	90914486	OUTSIDE SERVICE REPAIRS	09/10/2018	2,236.44
DBA TEREX SERVICES	90914487	OUTSIDE SERVICE REPAIRS	09/10/2018	888.93
DBA TEREX SERVICES	90914489	OUTSIDE SERVICE REPAIRS	09/10/2018	1,913.81
DBA TEREX SERVICES	90914491	OUTSIDE SERVICE REPAIRS	09/10/2018	1,714.49
DBA TEREX SERVICES	90914492	OUTSIDE SERVICE REPAIRS	09/10/2018	983.71
Total :				10,737.38
Total TEREX UTILITIES INC (129570):				10,737.38
<b>THE OFFICE SHOP INC (7440)</b>				
	92223	COPIER CONTRACT - POLICE DEPARTMENT	09/10/2018	889.80

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				889.80
Total THE OFFICE SHOP INC (7440):				889.80
<b>TITAN MACHINERY INC (128262)</b>				
	945101 CL	REPAIR SEWER CAMERA	09/10/2018	2,259.08
Total :				2,259.08
Total TITAN MACHINERY INC (128262):				2,259.08
<b>WATCHGUARD INC (131557)</b>				
	ACCINV0016303	BODY WORN CAMERAS	08/08/2018	920.00
Total :				920.00
Total WATCHGUARD INC (131557):				920.00
<b>WESCO RECEIVABLES CORP (10480)</b>				
	234423	CT 200:5 600V	08/30/2018	499.75
	236151	SYSTEM REPAIRS	09/05/2018	314.25
	236935	SYSTEM REPAIRS	09/07/2018	140.60
	236936	OVERHEAD LINE REBUILDS	09/07/2018	811.60
	237228	OVERHEAD LINE REPAIRS	09/10/2018	23.20
Total :				1,789.40
Total WESCO RECEIVABLES CORP (10480):				1,789.40
<b>WESTERN UNITED ELECTRIC SUPPLY (10605)</b>				
	4121608	Xfmr 3 ph 75KVA URD 120/208 7200	09/06/2018	6,439.13
	4121643	SYSTEM UPGRADE	09/07/2018	396.60
	4121656	Conduit, 6" PVC - 10ft section	09/07/2018	9,380.80
	4121677	Vault, 1 phase transf	09/04/2018	555.06
	4121677	SYSTEM UPGRADE	09/04/2018	210.48
	4121677	FREIGHT	09/04/2018	103.19
	4121965	LINE MAINTENANCE REPAIR	09/14/2018	344.10
Total :				17,429.36
Total WESTERN UNITED ELECTRIC SUPPLY (10605):				17,429.36
<b>WYOMING LAW ENFORCEMENT ACADEMY (10900)</b>				
	S-10724	RE-CERTIFICATION TRAINING - C07	08/31/2018	135.00
Total :				135.00
Total WYOMING LAW ENFORCEMENT ACADEMY (10900):				135.00
Grand Totals:				161,586.11
			Payroll 09/19/18	241,943.93
				403,530.04

MEETING DATE: 10/02/2018  
DEPARTMENT: PUBLIC WORKS  
PREPARED BY: BERT POND  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: STEVE PAYNE

## **AGENDA ITEM SUMMARY REPORT**

### **WMPA – UFS Rate Analysis Proposal**

#### **SUMMARY**

WMPA has made a proposal for all of its members to have UFS (Utility Financial Solutions) provide a Rate Analysis both at the wholesale level and the members' retail level. UFS is the premiere rate study consultant in the US for Public Power utilities. Mark Beauchamp, the CEO of UFS provides rate analysis classes for the American Public Power Association. Bert has attended three of his classes at APPA events and it was through suggestions made during these classes that the City has moved to a strong position on its rates, reliability and stability. The City is due for a new rate analysis and the proposal offers the City a unique opportunity to get a world-class study at a cost significantly less than we have paid in the past.

#### **BACKGROUND**

The city provided its own rate analysis for several years before consulting with Carl Brown for the last two rate studies. While his studies have greatly assisted the City to its current position, his expertise is more related to water and sewer rates. In addition, because his work did not include a wholesale rate analysis, we relied on an estimated demand/energy breakdown from WMPA to complete that rate study. UFS's expertise lies mainly with electric utility rate analysis and since his work would include a wholesale rate analysis, we would have accurate wholesale rate data to use in setting our rates.

#### **FISCAL IMPACT**

The last rate analysis provided by Carl Brown cost the City approximately \$20,000. The Agency has received a proposal from UFS to provide the following:

- A wholesale rate analysis for the Agency for \$32,000.
- Retail Rate analysis for each of the members for \$132,000.
- Both a wholesale rate analysis and the retail rate analysis for each member for \$164,000.

At the last Board Meeting in Cody, the board voted to perform the wholesale rate analysis for \$32,000 and in addition, cover the first \$32,000 of the retail study for the members and ask each member to share the remaining \$100,000 for the remaining portion of the retail rate analysis. This means that each member can receive a world-class rate analysis for about 2/3 of what it would normally cost for such a study. To proceed, this means that each member of the Agency get Council approval to contribute **\$12,500** for the rate study. Outcome would be that each member would get an accurate rate analysis that would insure that they are setting rates that accurately recover their costs and provide a return on their investment that would fund future capital expenditures, provide auditor recommended cash reserves and a plan for future rate stability.

**AGENDA ITEM NO. \_\_\_\_\_**

**ALTERNATIVES**

- Have our existing rate analysis updated by Carl Brown for a cost similar to our last study.
- Approve the WMPA offer and have UFS provide a retail rate analysis for the City for \$12,500.
- Forego a rate study at this time.

**RECOMMENDATION**

It is my recommendation that, since it is time to perform another rate study, the City Council approve the expenditure of \$12,500 and have UFS provide the City with a state-of-the art rate analysis.

**ATTACHMENTS**

MEETING DATE: OCTOBER 2, 2018  
DEPARTMENT: PARKS AND RECREATION  
PREPARED BY: RICK MANCHESTER, DIRECTOR  
PRESENTED BY: RICK MANCHESTER

Wilder Family Bench  
11<sup>th</sup> Street and Sheridan Avenue  
REVISED

ACTION TO BE TAKEN:

Recommend that the City Council authorizes the Wilder family to install a bench on the corner of 11<sup>th</sup> Street and Sheridan Avenue. Installation will be completed by the Wilder family.

SUMMARY OF INFORMATION:

The location of the bench will be in the City right-of-way on the sidewalk of the SW corner of 11<sup>th</sup> Street and Sheridan Avenue next to the Cody Heritage Museum.

ALTERNATIVES:

1. Allow the Wilder bench to be installed on 11<sup>th</sup> and Sheridan Ave.
2. Choose a different location
3. Deny the request for installing a bench

ATTACHMENTS:

1. Agenda Request Form
2. Picture of bench sample
3. Street and bench map

AGENDA & SUMMARY REPORT TO:

1. Tom Wilder, (307) 899-7338  
[egliquor@tctwest.net](mailto:egliquor@tctwest.net)
2. Eric Asay, Park Supervisor  
[easay@cityofcody.com](mailto:easay@cityofcody.com)

**AGENDA ITEM NO. \_\_\_\_\_**

permission to install  
- One Bench

### City of Cody Agenda Request Form

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

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

\*\*\*\*\*

Name of person to appear before the Council Tom Wilder

Organization Represented None

Date you wish to appear before the Council September 18, 2018

Mailing Address P.O. Box 813 Telephone 307-899-7338

E-Mail Address egliquor@tctwest.net

Preferred form of contact: Telephone \_\_\_\_\_ E-Mail

Names of all individuals who will speak on this topic Tom Wilder

Event Title (if applicable) none

Date(s) of Event (if applicable) none

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Setting a concrete and steel bench on the side walk on the southwest corner of 11th street and Sheridan Ave. next to the Cody Heritage Museum. Marge Wilder's children,

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

Signature Tom Wilder Date 9-7-18

Note -  
Ant -  
Instal -  
Marge Wilder's

grand children, and great grand children  
bought her a bench for her 90<sup>th</sup>  
birthday commemorating the Heritage  
museum.

There are benches across  
11<sup>th</sup> street and also Kottly  
corner from the museum next  
to Maurice's



Millstone  
Pizza

Tree

Tree  
Planter

Maurices

Tree  
10' Bench  
Bench  
Tree

Sheridan Ave

Lody  
Heritage  
Museum

Fire  
Hydrant  
Tree

Proposed  
Bench 10'  
Tree

11th  
Street

Planter  
Tree  
10' Bench  
Bench  
Tree

Bank  
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**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: September 18, 2018

PASSED ON SECOND READING:

PASSED ON THIRD READING:

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Matt Hall, Mayor

Attest:

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Cynthia Baker  
Administrative Services Director

**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: August 7, 2018

PASSED ON SECOND READING: TABLED

PASSED ON THIRD READING:

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Matt Hall, Mayor

Attest:

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Cynthia Baker  
Administrative Services Director