

# City of Cody City Council

## AGENDA

Thursday, January 3, 2013 – 7:00 p.m. (Pre-Meeting to begin at 6:30 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

Agenda Review and Approval

Mayor's Recognitions and Announcements

- Conduct Oath of Office for newly elected Mayor Brown and Council Members Jerry Fritz, Landon Greer and Steve Miller.
- Appreciation Plaque Presentation to Jacob Ivanoff for his service on the Planning, Zoning and Adjustment Board and Robert Evarts for his service on the Cody Tree Board.
- Presentation of Plaque to Council Member Cloud

### 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: Special Meeting Minutes on 12/13/12 and Regular Meeting Minutes on 12/18/2012.
- b. Approval of vouchers and payroll in the amount of \$1,121,729.22
- c. Consider appointing Council Member Anderson to the Contractors' Board for a two year term ending December 31, 2014.
- d. Consider appointing Council Member Edwards to the Yellowstone Regional Airport Board for a three year term ending December 31, 2015.
- e. Consider appointing Mayor Brown to the Northwest Improvement Joint Powers Board for a two year term ending December 31, 2014.
- f. Consider appointing Council Member Greer to the Yellowstone County Assistance Network for a two year term ending April, 2015.
- g. Consider appointing Council Member Greer to the Park County Drug Court for a one year term ending December 31, 2013.
- h. Consider appointing Council Member Miller as Council President and Council Member Fritz as Council Vice President for a one year term ending December 31, 2013.
- i. Consider appointing Council Member Greer as the Police Liaison for a one year term ending January 31, 2014.
- j. Consider the appointment of Leslie Brumage to the Big Horn Basin Transportation Authority Board for a one year term ending December 31, 2013, and appointing Council Member Jerry Fritz for a three year term ending December 31, 2015.

- k. Consider the appointment of Dr. Charles Jamieson, Dr. Malcom Blessing, Chief Perry Rockvam and Code Enforcement Officer John Verderame to the Cody City Rabies Board for a two year term ending December 31, 2014.
- l. Consider approval of the Official Community Appointments for 2013: Municipal Court Judge, C.E. Webster II; Alternate Municipal Court Judges, Bruce Waters, James Allison, and John Housel; Fire Marshall, Sam Wilde; and Fire Chief, Jeff Steward.
- m. Consider authorizing the Mayor to enter into and sign the Law Enforcement Center Agreement between the City of Cody and Park County.
- n. Consider approving an encroachment license for the Cody Stampede and authorize the Mayor to sign the Encroachment License for the construction of signage and an arched entranceway gate within the public right-of-way along North Frontage Road.

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.

2. Public Hearing

- a. A public hearing to determine if it is in the public interest to apply for a Community Development Block Grant for the construction of infrastructure for the Spirit Mountain Habitat for Humanity Mountain Spirit Addition Phases 3 and 4. The grant application request is \$500,000. The funds will be used to install water, sewer and storm drainage, roads, curbs, gutters and sidewalks. The total project cost is estimated to be \$686,375.06 of which \$686,375.06 will be paid for by the Mountain Spirit Habitat for Humanity

3. Conduct of Business

- a. **RESOLUTION 2013-02  
A RESOLUTION AUTHORIZING SUBMISSION OF  
APPLICATION TO THE WYOMING BUSINESS  
COUNCIL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
IN THE AMOUNT OF \$500,000 FOR THE PURPOSE OF  
INSTALLING INFRASTRUCTURE FOR PHASES 3 AND 4 OF THE  
MOUNTAIN SPIRIT ADDITION FOR THE MOUNTAIN SPIRIT  
HABITAT FOR HUMANITY.**

Staff Reference: Jenni Rosencranse, City Administrator  
Spokesperson: Camera Clifton, Executive Director, Mountain Spirit Habitat for Humanity

- b. Consider the appointment of Mark Musser, Justin Lundvall and Justin Ness for the three-year term ending December 31, 2015 to the Planning, Zoning and Adjustment Board.

- c. Consider the appointment of Bobbie Holder, Randy Spiering, Gregory Victor, and Monte Bales for a two year term to the Cody Tree Board with the term ending December 31, 2014.
- d. Consider the appointment of Gene Kelly, Merle Nielsen and Tom Quick for a three year term to the Contractors' Board with the term ending December 31, 2015.
- e. Declare Public Fund Depositories per §9-4-806 to include: Wells Fargo Bank, Big Horn Federal Savings, First National Bank of Wyoming, Pinnacle Bank, Bank of the West, and US Bank.  
Staff Reference: Leslie Brumage, Finance Officer
- f. Declare the Cody Enterprise as the City's Official publication per §15-1-110.  
Staff Reference: Cindy Baker, Administrative Services Officer
- g. Sign Conflict of Interest disclosure of financial interest in depositories or firms where the City of Cody funds are invested, pursuant to §6-5-118 (a) by the Mayor, Council Members, City Administrator and Administrative Services Officer.  
Staff Reference: Cindy Baker, Administrative Services Officer
- h. RESOLUTION 2013-01  
A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2012-2013.**  
Staff Reference: Leslie Brumage, Finance Officer
- i. ORDINANCE 2012-19 THIRD AND FINAL READING  
AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8, CHAPTER 1, ARTICLE II, OF THE CODY CITY CODE TO MODIFY TEMPORARY SERVICE.**  
Staff Reference: Leslie Brumage, Finance Officer
- j. ORDINANCE 2012-20 THIRD AND FINAL READING  
AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8, CHAPTER 1, ARTICLE II, OF THE CODY CITY CODE TO MODIFY GENERAL CONDITIONS GOVERNING CITY SUPPLIED UTILITIES.**  
Staff Reference: Leslie Brumage, Finance Officer
- k. ORNINANCE 2012-22 SECOND READING  
AN ORDINANCE TO ENTER INTO A CABLE FRANCISE AGREEMENT WITH BRESNAN COMMUNICATIONS**  
Staff Reference: Scott Kolpitcke, City Attorney

4. Tabled Items

5. Matters from Staff Members
6. Matters from Council Members
7. Adjournment

***Upcoming Meetings***

Special City Council Meeting: Thursday, January 10, 2013 @ 4:15 p.m. – Council Chambers  
Regular City Council Meeting: Tuesday, January 15, 2013 @ 7:00 p.m. – Council Chambers

**City of Cody**  
**Council Proceedings**  
**Thursday, December 13, 2012**

A special meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Thursday, December 13, 2012 at 4:14 p.m.

Present: Mayor Nancy Tia Brown, Council Members Steve Miller, Charles Cloud, , Bryan Edwards, Jerry Fritz, and Stan Wolz, City Administrator, Jenni Rosencranse, City Attorney, Scott Kolpitcke and Cindy Baker, Administrative Services Officer.

Absent: Council Member Donny Anderson.

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

The Governing Body interviewed applicants Bobbie Holder, Justin Ness and Gregory Victor for the open board appointments on the Planning, Zoning and Adjustment Board and Cody Tree Board. No action was taken.

Cindy Baker, Administrative Services Officer provided the Governing Body with the background information on the deposit requirement and the request from Opatz Electric Motor Repair in reference to the commercial deposit requirement. Opatz Electric was directed to see if a co-signer could be obtained on this account to alleviate the deposit requirement at this time.

Council Member Miller made a motion seconded by Council Member Fritz to enter into the Executive Session at 5:31 p.m. to discuss personnel matters and matters that are considered confidential by law pursuant to Wyoming State Statute 16-4-405. Vote was unanimous.

Council Member Miller made a motion seconded by Council Member Fritz to exit the Executive Session at 6:40 p.m. Vote was unanimous.

Jenni Rosencranse, City Administrator provided background information and initiated discussion on snow removal on sidewalks. Council direction to staff was to address any complaints with a letter to the business or residential property that is not in compliance with the snow removal ordinance, as well as, to send out reminder letters to businesses and residential property owners along main corridors. Staff was instructed to provide education/information on snow removal again this year and revisit the situation next year if necessary.

Jenni Rosencranse, City Administrator, discussed the Code Enforcement Officer position(s). Discussion stemmed around considering hiring in February to allow for training in March and April in order for the new employee to be able to perform the duties of this position in full capacity in May when the City starts to see the influx of complaints. The Council was concerned with budget restraints and would like to revisit at a later time. No other direction or action was taken.

The Governing Body reviewed the Council Agenda for December 18, 2012. No action was taken.

In Staff updates, Cindy Baker, Administrative Services Officer reminded the Governing Body of the Years of Service Recognition/Employee Potluck to be held on Tuesday, December 18 at 11:00 in the Cody Club Room.

There being no further discussion, the meeting adjourned at 7:52p.m.

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Cindy Baker  
Administrative Services Officer

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Nancy Tia Brown  
Mayor

**City of Cody**  
**Council Proceedings**  
**Tuesday, December 18, 2012**

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, December 18, 2012 at 7:00 p.m.

Present: Mayor Nancy Tia Brown, Council Members Steve Miller, Stan Wolz, Bryan Edwards, Jerry Fritz, and Charles Cloud, and, City Administrator, Jenni Rosencranse, City Attorney, Scott Kolpitcke, and Administrative Services Officer, Cindy Baker

Absent: Council Member Donny Anderson.

Mayor Brown called the meeting to order at 7:03 p.m.

Council Member Miller made a motion seconded by Council Member Cloud to amend the consent calendar to include authorizing the Mayor to enter into and sign a Non-exclusive Utility Easement Agreement between PacifiCorp dba Rocky Mountain Power and the City of Cody for a utility easement associated with the West Strip Water Main Extension Project and approve the agenda as amended. Vote was unanimous.

Council Member Miller made a motion seconded by Council Member Fritz to approve the Consent Calendar as amended including approval of Special Meeting Minutes on 11/28/12, 11/29/12, and 12/10/12 and Regular Meeting Minutes on 12/04/2012, approval of vouchers and payroll in the amount of \$905,539.33, authorize the Mayor to sign the Asset Transfer Agreement with Rocky Mountain Power for the purchase of distribution lines and equipment in the River's Bend Trailer Park, award Bid 2012-20 to sell Surplus Transformers to Solomon Corporation for the amount of \$20,488.00, authorize the Mayor to enter into and sign an agreement for legal services with Copenhaver, Kath, Kitchen and Kolpitcke, LLC through June 30, 2013, approval of the preliminary plat of Willow Creek a proposed two-lot minor subdivision located between Cougar Avenue and West Avenue and authorize the Mayor to enter into and sign a Non-exclusive Utility Easement Agreement between PacifiCorp dba Rocky Mountain Power and the City of Cody for a utility easement associated with the West Strip Water Main Extension Project. Vote was unanimous.

Council Member Fritz made a motion seconded by Council Member Wolz to enter into a Project Development and Administration Agreement between the City of Cody, Forward Cody and Cody Labs, authorize the Mayor to acknowledge the Lease Agreement between Forward Cody and Cody Labs, and authorize the Mayor to sign each agreement contingent upon review and approval by the City Attorney. Vote was unanimous.

Council Member Edwards made a motion seconded by Council Member Cloud to submit a letter of support for Summit Housing Group Inc. for the Willow Creek housing project as part of their application to obtain Low Income Housing Tax Credits through the Wyoming Community Development Authority. Vote was unanimous.

Mayor Brown called for a motion to consider a request for a letter of support and a sponsorship for G.A. Haan Development Inc. for their housing development project as part of their application to obtain Low Income Housing Tax Credits through the Wyoming Community Development Authority. As there was no motion, no action was taken.

Council Member Edwards made a motion seconded by Council Member Wolz to submit a letter of support for Wyoming Housing Network for their housing development as part of their application to obtain Low Income Housing Tax Credits through the Wyoming Community Development Authority. Vote was unanimous.

Council Member Edwards made a motion seconded by Council Member Cloud to approve the financial statements and audit report for fiscal year 2011-2012. Vote was unanimous.

**ORDINANCE 2012-21 THIRD AND FINAL READING**  
**AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS**  
**OF TITLE 8, CHAPTER 1, ARTICLE III, OF THE CODY CITY CODE TO**  
**MODIFY ELECTRICAL RATES.**

Council Member Cloud made a motion seconded by Council Member Fritz to approve Ordinance 2012-21 on third and final reading. Vote was unanimous.

**ORDINANCE 2012-19 SECOND READING**

**AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8, CHAPTER 1, ARTICLE II, OF THE CODY CITY CODE TO MODIFY TEMPORARY SERVICE.**

Council Member Wolz made a motion seconded by Council Member Miller to approve Ordinance 2012-19 on second reading. Vote was unanimous.

**ORDINANCE 2012-20 SECOND READING**

**AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8, CHAPTER 1, ARTICLE II, OF THE CODY CITY CODE TO MODIFY GENERAL CONDITIONS GOVERNING CITY SUPPLIED UTILITIES.**

Council Member Wolz made a motion seconded by Council Member Fritz to approve Ordinance 2012-20 on Second reading. Vote was unanimous.

**ORDINANCE 2012-22 – FIRST READING**

**AN ORDINANCE TO ENTER INTO A CABLE FRANCHISE AGREEMENT WITH BRESNAN COMMUNICATIONS, LLC.**

Council Member Cloud made a motion seconded by Council Member Fritz to approve Ordinance 2012-22 on first reading. Vote was unanimous.

**RESOLUTION 2012-33**

**A RESOLUTION APPROVING AN EXTENSION TO THE BANKING SERVICES AGREEMENT BETWEEN THE CITY OF CODY AND WELLS FARGO BANK.**

Council Member Miller made a motion seconded by Council Member Cloud to approve Resolution 2012-33. Vote was unanimous.

There being no further business, Mayor Brown adjourned the meeting at 8:57 pm.

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Cindy Baker  
Administrative Services Officer

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Nancy Tia Brown  
Mayor

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
<b>30/50 CUB SCOUT PACK</b>							
<b>129584</b>							
	285990	REC CENTER REFUND	12/07/2012	240.00	240.00	01/04/2013	
Total 129584:				240.00	240.00		
<b>813-NCPERS WYOMING</b>							
<b>125412</b>							
	122112	PREMIUM	12/21/2012	416.00	416.00	12/21/2012	
Total 125412:				416.00	416.00		
<b>A-1 ELECTRIC</b>							
<b>200</b>							
	03036	REPAIR SPA TIMER	11/30/2012	101.12	101.12	01/04/2013	
	6464	LIGHTS AT THE MEMORIAL	11/26/2012	10.68	10.68	01/04/2013	
Total 200:				111.80	111.80		
<b>ABBNEY CARPET</b>							
<b>123166</b>							
	6784	BREAKROOM TILE PROJECT	11/01/2012	2,415.85	2,415.85	01/04/2013	
	6849	BREAKROOM TILE PROJECT	12/11/2012	116.71	116.71	01/04/2013	
Total 123166:				2,532.56	2,532.56		
<b>ACE HARDWARE</b>							
<b>2390</b>							
	244967	PRV WINTERIZE MATERIALS	10/30/2012	28.74	28.74	01/04/2013	
	245856	HAND SAW	11/14/2012	18.49	18.49	01/04/2013	
	247057	BREAKROOM TILE PROJECT	12/04/2012	4.99	4.99	01/04/2013	
	247079	MATERIALS & SUPPLIES	12/04/2012	4.49	4.49	01/04/2013	
	247097	SUPPLIES	12/05/2012	13.98	13.98	01/04/2013	
	247170	GARBAGE BAGS	12/06/2012	9.99	9.99	01/04/2013	
	247174	COUNCIL NAME PLATE	12/06/2012	3.99	3.99	01/04/2013	
	247198	SHOP SUPPLIES	12/06/2012	5.58	5.58	01/04/2013	
	247256	TAPE/CLEANER	12/07/2012	21.98	21.98	01/04/2013	
	247257	BREAKROOM TILE PROJECT	12/07/2012	22.90	22.90	01/04/2013	
	247272	BREAKROOM TILE PROJECT	12/07/2012	5.97	5.97	01/04/2013	
	247281	BREAKROOM TILE PROJECT	12/07/2012	15.13-	15.13-	01/04/2013	
	247349	MATERIALS & SUPPLIES	12/08/2012	.92	.92	01/04/2013	
	247385	SUPPLIES	12/10/2012	2.09	2.09	01/04/2013	
	247385	TOOLS	12/10/2012	9.99	9.99	01/04/2013	
	247389	SUPPLIES	12/10/2012	9.99	9.99	01/04/2013	
	247419	PLUG FOR STEAM TABLE	12/10/2012	8.49	8.49	01/04/2013	
	247549	REPAIRS TO TOILET	12/12/2012	29.47	29.47	01/04/2013	
	247578	SUPPLIES	12/12/2012	3.69	3.69	01/04/2013	
	247632	MATERIALS & SUPPLIES	12/13/2012	4.79	4.79	01/04/2013	
	247705	TOOLS FOR SHOP	12/14/2012	49.99	49.99	01/04/2013	
	247788	HOOK	12/17/2012	3.18	3.18	01/04/2013	
	247788	SAFETY GLOVES	12/17/2012	14.99	14.99	01/04/2013	
	247795	TOOLS FOR SHOP	12/17/2012	103.96	103.96	01/04/2013	
	247807	SHOP SUPPLIES	12/17/2012	6.99	6.99	01/04/2013	
	247921	TOOLS FOR SHOP	12/19/2012	149.99	149.99	01/04/2013	
	247921	SUPPLIES	12/19/2012	11.96	11.96	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 2390:				536.46	536.46		
<b>ADVANCED INFO SYSTEMS</b>							
<b>129162</b>							
	10088	CYCLE 4 OUTSOURCE BILLS	11/30/2012	265.64	265.64	01/04/2013	
	10111	CYCLE 1 OUTSOURCE BILLS	12/17/2012	431.52	431.52	01/04/2013	
Total 129162:				697.16	697.16		
<b>ADVANCED VETERINARY CARE CENTE</b>							
<b>126373</b>							
	69408	CANINE CARE - ABBY	12/04/2012	30.00	30.00	01/04/2013	
Total 126373:				30.00	30.00		
<b>ALSCO</b>							
<b>126551</b>							
	886144	RUGS - CITY HALL	12/04/2012	50.63	50.63	01/04/2013	
	887578	TOWELS	12/10/2012	119.39	119.39	01/04/2013	
	889403	TOWELS	12/17/2012	47.99	47.99	01/04/2013	
	889822	RUGS - CITY HALL	12/18/2012	50.63	50.63	01/04/2013	
	889823	RUGS - AUDITORIUM	12/18/2012	175.74	175.74	01/04/2013	
Total 126551:				444.38	444.38		
<b>AMERICAN FAMILY LIFE ASSUR</b>							
<b>550</b>							
	508329	PREMIUM	12/21/2012	2,258.68	2,258.68	12/21/2012	
Total 550:				2,258.68	2,258.68		
<b>AMERICAN RED CROSS</b>							
<b>129201</b>							
	10183453	ARC FEES	11/28/2012	121.00	121.00	01/04/2013	
Total 129201:				121.00	121.00		
<b>AMERICAN WELDING &amp; GAS, INC.</b>							
<b>128592</b>							
	02025465	OXYGEN	12/04/2012	25.45	25.45	01/04/2013	
	02031174	WELDING ROD	12/11/2012	97.10	97.10	01/04/2013	
	02032522	WELDING ROD	12/12/2012	28.47	28.47	01/04/2013	
Total 128592:				151.02	151.02		
<b>ASPHALT ZIPPER INC</b>							
<b>126865</b>							
	24952	SERVICE MANUAL	11/13/2012	19.00	19.00	01/04/2013	
Total 126865:				19.00	19.00		
<b>BANKS, DON</b>							
<b>129574</b>							
	14991013	DEPOSIT REFUNDED	12/12/2012	100.00	100.00	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 129574:				100.00	100.00		
<b>BIG HORN PAINT</b>							
<b>1180</b>							
	0056735	PAINT - AUDITORIUM	12/14/2012	33.59	33.59	01/04/2013	
	0056742	HYDRANT PAINT	12/14/2012	53.58	53.58	01/04/2013	
Total 1180:				87.17	87.17		
<b>BIG HORN WHOLESALE</b>							
<b>1210</b>							
	5600	Nacho Cheese	12/03/2012	58.25	58.25	01/04/2013	20044
	5600	Nacho Chips	12/03/2012	24.00	24.00	01/04/2013	20043
	5600	Plain Pretzels	12/03/2012	40.98	40.98	01/04/2013	20048
	5600	Nacho Trays	12/03/2012	44.36	44.36	01/04/2013	21500
	5653	MATERIALS & SUPPLIES	12/05/2012	410.36	410.36	01/04/2013	
	5691	SHOP SUPPLIES	12/11/2012	31.50	31.50	01/04/2013	
	5697	MATERIALS & SUPPLIES	12/11/2012	368.99	368.99	01/04/2013	
	5758	SUPPLIES	12/17/2012	208.96	208.96	01/04/2013	
Total 1210:				1,187.40	1,187.40		
<b>BILLINGS GAZETTE</b>							
<b>1260</b>							
	120212	ADVERTISING	12/02/2012	6.57	6.57	01/04/2013	
Total 1260:				6.57	6.57		
<b>BLOEDORN LUMBER</b>							
<b>1590</b>							
	67479	CREDIT	12/05/2012	31.49-	31.49-	01/04/2013	
	8734000	BREAKROOM TILE PROJECT	12/06/2012	16.57	16.57	01/04/2013	
	878349	BREAKROOM TILE PROJECT	12/04/2012	18.47	18.47	01/04/2013	
	879474	BREAKROOM TILE PROJECT	12/05/2012	31.96	31.96	01/04/2013	
	887205	SUPPLIES	12/10/2012	35.94	35.94	01/04/2013	
	887269	SHOP SUPPLIES - TOOLS	12/10/2012	10.49	10.49	01/04/2013	
	890546	REPAIR ROOF TO ELEC SHOP	12/12/2012	8.37	8.37	01/04/2013	
Total 1590:				90.31	90.31		
<b>BOONE'S MACHINE SHOP</b>							
<b>1400</b>							
	4154	CHRISTMAS DECORATIONS	11/20/2012	400.00	400.00	01/04/2013	
	4195	GRAPPLE FOR BOBCAT	11/05/2012	250.00	250.00	01/04/2013	
Total 1400:				650.00	650.00		
<b>BOOT BARN, INC</b>							
<b>128267</b>							
	126771	UNIFORMS - P BEASLEY	12/12/2012	139.96	139.96	01/04/2013	
	126771	STEEL TOE BOOTS - P BEASLE	12/12/2012	179.99	179.99	01/04/2013	
Total 128267:				319.95	319.95		
<b>BORDER STATES INDUSTRIES INC</b>							

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
1420							
	904977130	SYSTEM UPGRADE	12/07/2012	1,888.60	1,888.60	01/04/2013	
	905010431	SYSTEM MAINTENANCE	12/14/2012	38.38	38.38	01/04/2013	
	905016829	Wire, primary 4/0 strd, jacketed, 2	12/17/2012	8,262.10	8,262.10	01/04/2013	WIRUGP4/025
Total 1420:				10,189.08	10,189.08		
<b>BRESNAN COMMUNICATIONS</b>							
<b>123538</b>							
	120412-PD	INTERNET - PD	12/04/2011	65.15	65.15	01/04/2013	
Total 123538:				65.15	65.15		
<b>C &amp; C WELDING</b>							
<b>1690</b>							
	15614	METAL - CURB KEYS	11/14/2012	53.12	53.12	01/04/2013	
Total 1690:				53.12	53.12		
<b>CDW GOVERNMENT, INC.</b>							
<b>124671</b>							
	V371189	CPD IPADS / CASES (5)	12/13/2012	3,370.48	3,370.48	01/04/2013	
Total 124671:				3,370.48	3,370.48		
<b>CENTURY LINK</b>							
<b>10091</b>							
	120112	PHONE CHARGES	12/01/2012	1,159.05	1,159.05	01/04/2013	
Total 10091:				1,159.05	1,159.05		
<b>CITY OF CODY</b>							
<b>2260</b>							
	121012	UTILITIES	12/10/2012	1,087.57	1,087.57	01/04/2013	
	121012	UTILITIES	12/10/2012	162.58	162.58	01/04/2013	
	121012	UTILITIES	12/10/2012	93.59	93.59	01/04/2013	
	121012	UTILITIES	12/10/2012	190.80	190.80	01/04/2013	
	121012	UTILITIES	12/10/2012	5,319.57	5,319.57	01/04/2013	
	121012	UTILITIES	12/10/2012	6,796.87	6,796.87	01/04/2013	
	121012	UTILITIES	12/10/2012	46.84	46.84	01/04/2013	
	122112	UTILITIES	12/21/2012	2,638.29	2,638.29	01/04/2013	
	122112	UTILITIES	12/21/2012	56.51	56.51	01/04/2013	
	122112	UTILITIES	12/21/2012	1,057.05	1,057.05	01/04/2013	
	122112	UTILITIES	12/21/2012	4,646.09	4,646.09	01/04/2013	
	122112	UTILITIES	12/21/2012	10,411.52	10,411.52	01/04/2013	
	122112	UTILITIES	12/21/2012	1,623.10	1,623.10	01/04/2013	
	122112	UTILITIES	12/21/2012	91.84	91.84	01/04/2013	
	122112	UTILITIES	12/21/2012	1,832.36	1,832.36	01/04/2013	
	122112	UTILITIES	12/21/2012	1,409.65	1,409.65	01/04/2013	
	122112	UTILITIES	12/21/2012	511.20	511.20	01/04/2013	
	122112	UTILITIES	12/21/2012	4,257.40	4,257.40	01/04/2013	
Total 2260:				42,232.83	42,232.83		
<b>CODY CAB</b>							
<b>129079</b>							
	121212	TIPSY TAXI VOUCHERS (11-12)	12/12/2012	7.00	7.00	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
	121212	TIPSY TAXI VOUCHERS (12-13)	12/12/2012	175.00	175.00	01/04/2013	
Total 129079:				182.00	182.00		
<b>CODY CHAMBER OF COMMERCE</b>							
<b>124707</b>							
	3990	CHAMBER MEMBERSHIP	01/01/2013	50.00	50.00	01/04/2013	
	3990	CHAMBER MEMBERSHIP	01/01/2013	50.00	50.00	01/04/2013	
	4245	CODY BUCKS	12/07/2012	230.00	230.00	01/04/2013	
Total 124707:				330.00	330.00		
<b>CODY WINNELSON COMPANY</b>							
<b>2850</b>							
	12338700	PVC FITTINGS	12/05/2012	50.61	50.61	01/04/2013	
	12339400	PVC FITTINGS	12/05/2012	43.65	43.65	01/04/2013	
	123457-00	SAFETY GLASSES	12/07/2012	25.00	25.00	01/04/2013	
	123583-00	CREDIT FOR RETURNS	12/13/2012	30.76-	30.76-	01/04/2013	
Total 2850:				88.50	88.50		
<b>CROSSHAIRS FAMILY SALON</b>							
<b>124334</b>							
	2.1675.15	REFUND CREDIT BALANCE	12/21/2012	3,151.65	3,151.65	01/04/2013	
Total 124334:				3,151.65	3,151.65		
<b>CRUM ELECTRIC</b>							
<b>3300</b>							
	1372732-04	CABLE / WIRE	10/15/2012	595.32	595.32	01/04/2013	
	1387241-01	LIGHT BULBS FOR MEMORIAL	11/30/2012	215.28	215.28	01/04/2013	
	1387360-00	LIGHTS / BALLASTS	11/30/2012	456.43	456.43	01/04/2013	
	1397723-00	MATERIALS & SUPPLIES	11/30/2012	14.72	14.72	01/04/2013	
	139834600	TRACER WIRE	12/04/2012	94.33	94.33	01/04/2013	
	1399148-00	LIGHT BULBS / REC CENTER	12/05/2012	130.98	130.98	01/04/2013	
	1401643-00	BALLASTS FOR REC	12/13/2012	121.37	121.37	01/04/2013	
Total 3300:				1,628.43	1,628.43		
<b>CUMMINS - ROCKY MT LLC</b>							
<b>123018</b>							
	95021338	COMPUTER SOFTWARE	12/01/2012	615.00	615.00	01/04/2013	
Total 123018:				615.00	615.00		
<b>CUSTOM DELIVERY SERVICE</b>							
<b>3343</b>							
	49456	SHIPPING	11/30/2012	72.50	72.50	01/04/2013	
	49456	SHIPPING	11/30/2012	28.73	28.73	01/04/2013	
Total 3343:				101.23	101.23		
<b>CUSTOM GARAGE DOOR LLC</b>							
<b>127015</b>							
	2146	OVERHEAD DOOR REPAIR	12/04/2012	143.75	143.75	01/04/2013	
	2146	OVERHEAD DOOR REPAIR	12/04/2012	143.75	143.75	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 127015:				287.50	287.50		
<b>DASH MEDICAL GLOVES</b>							
<b>127577</b>							
	INV0768679	GLOVES	11/29/2012	224.70	224.70	01/04/2013	
	INV0770482	MATERIALS & SUPPLIES	12/10/2012	74.90	74.90	01/04/2013	
Total 127577:				299.60	299.60		
<b>DEPT OF FAMILY SERVICES</b>							
<b>125899</b>							
	121812	BACKGROUND CHECKS (2) ON	12/18/2012	20.00	20.00	01/04/2013	
Total 125899:				20.00	20.00		
<b>DOLLARD, JUSTIN</b>							
<b>129368</b>							
	121812	TRAVEL REIMBURSEMENT	12/18/2012	85.11	85.11	01/04/2013	
Total 129368:				85.11	85.11		
<b>EASTMAN, JASON</b>							
<b>129575</b>							
	10072041	DEPOSIT APPLIED AND REFUN	12/12/2012	89.82	89.82	01/04/2013	
Total 129575:				89.82	89.82		
<b>ECOLAB PEST ELIM. DIV.</b>							
<b>128686</b>							
	8763078	PEST CONTROL - REC CENTER	12/10/2012	59.17	59.17	01/04/2013	
	8763078	PEST CONTROL - REC CENTER	12/10/2012	59.17	59.17	01/04/2013	
	8763079	PEST CONTROL - AUDITORIUM	12/10/2012	65.00	65.00	01/04/2013	
Total 128686:				183.34	183.34		
<b>ENERGY WEST</b>							
<b>2630</b>							
	113012	UTILITIES - REC CENTER	11/30/2012	3,001.02	3,001.02	01/04/2013	
	113012	UTILITIES - REC CENTER	11/30/2012	9,003.06	9,003.06	01/04/2013	
	121312	UTILITIES	12/13/2012	252.76	252.76	01/04/2013	
	121312	UTILITIES	12/13/2012	760.38	760.38	01/04/2013	
	121312	UTILITIES	12/13/2012	849.12	849.12	01/04/2013	
	121312	UTILITIES	12/13/2012	67.00	67.00	01/04/2013	
	121312	UTILITIES	12/13/2012	284.54	284.54	01/04/2013	
	121312	UTILITIES	12/13/2012	256.51	256.51	01/04/2013	
Total 2630:				14,474.39	14,474.39		
<b>ENGINEERING ASSOCIATES</b>							
<b>4140</b>							
	3212014	PROJECT 12087 16TH ST STOR	12/13/2012	3,906.50	3,906.50	01/04/2013	
	3212015	PROJECT 12072 WASTEWATER	12/13/2012	17,254.00	17,254.00	01/04/2013	
Total 4140:				21,160.50	21,160.50		

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
<b>FASTENAL COMPANY 01WYCDY</b>							
<b>126018</b>							
	WYCDY44950	CUTTING DISK FOR TREE GRA	12/05/2012	33.78	33.78	01/04/2013	
	WYCDY44952	GARAGE DOOR BOLTS	12/05/2012	3.86	3.86	01/04/2013	
	WYCDY44977	BOLTS AND NUTS	12/06/2012	65.62	65.62	01/04/2013	
	WYCDY45061	SHEAR BOLTS	12/13/2012	2.81	2.81	01/04/2013	
	WYCDY45138	SUPPLIES	12/19/2012	.79	.79	01/04/2013	
Total 126018:				106.86	106.86		
<b>FOOD SERVICE OF AMERICA</b>							
<b>123727</b>							
	4309129	CREDIT - REFUND	10/30/2012	28.56-	.00		
Total 123727:				28.56-	.00		
<b>FUN EXPRESS</b>							
<b>129411</b>							
	654937974-01	REC PROGRAM EXPENSES	12/07/2012	65.95	65.95	01/04/2013	
Total 129411:				65.95	65.95		
<b>GALLS, LLC</b>							
<b>123014</b>							
	000230919	UNIFORMS - C07	12/04/2012	111.49	111.49	01/04/2013	
Total 123014:				111.49	111.49		
<b>GAMBLES</b>							
<b>4450</b>							
	607433	BRASS FITTINGS	12/06/2012	27.27	27.27	01/04/2013	
Total 4450:				27.27	27.27		
<b>GOODYEAR PRINTING</b>							
<b>125939</b>							
	7192	STRAY ANIMAL REPORTS	12/14/2012	440.00	440.00	01/04/2013	
	7200	SECURITY CHECK STICKERS	12/18/2012	114.00	114.00	01/04/2013	
Total 125939:				554.00	554.00		
<b>GRAINGER</b>							
<b>4635</b>							
	9019990598	ICE MACHINE REPAIR CITY HA	12/13/2012	47.48	47.48	01/04/2013	
Total 4635:				47.48	47.48		
<b>HARRIS TRUCKING &amp; CONST. CO</b>							
<b>4780</b>							
	123117	BEDDING MATERIAL	12/10/2012	199.68	199.68	01/04/2013	
	TCKT 30834	CONCRETE BARRIERS (6)	12/14/2012	4,200.00	4,200.00	01/04/2013	
Total 4780:				4,399.68	4,399.68		
<b>HD SUPPLY UTILITIES LTD</b>							
<b>6730</b>							
	2160098-00	Cutout, 100 amp non-loadbreak -	12/10/2012	1,679.00	1,679.00	01/04/2013	C/O100NL25

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
	2162800-00	CABLE	12/12/2012	1,600.00	1,600.00	01/04/2013	
Total 6730:				3,279.00	3,279.00		
<b>HEYDENBERK, TRAPP 129033</b>							
	CHIEF	DUTY HOLSTER	12/10/2012	102.99	102.99	01/04/2013	
Total 129033:				102.99	102.99		
<b>HOMAX OIL SALES, INC. 129090</b>							
	CL41285IN	FUEL - ELECTRIC	11/30/2012	1,161.97	1,161.97	01/04/2013	
	CL41285IN	FUEL - ELECTRIC	11/30/2012	846.90	846.90	01/04/2013	
	CL41286	FUEL - SENIOR CENTER	11/30/2012	1,143.76	1,143.76	01/04/2013	
	CL41287IN	FUEL - ADMIN	11/30/2012	206.65	206.65	01/04/2013	
	CL41288IN	FUEL - PD	11/30/2012	2,992.25	2,992.25	01/04/2013	
	CL41289	FUEL - PARKS	11/30/2012	516.04	516.04	01/04/2013	
	CL41289	FUEL - PARKS	11/30/2012	86.22	86.22	01/04/2013	
	CL41289	FUEL - WATER	11/30/2012	67.98	67.98	01/04/2013	
	CL41289	FUEL - ELECTRIC	11/30/2012	32.13	32.13	01/04/2013	
	CL41290	FUEL - PUBLIC FACILITIES	11/30/2012	613.32	613.32	01/04/2013	
	CL41291	FUEL - REC CENTER	11/30/2012	49.75	49.75	01/04/2013	
	CL41292IN	FUEL - VEHICLE MAINTENANC	11/30/2012	59.26	59.26	01/04/2013	
	CL41293	FUEL - CDD	11/30/2012	190.12	190.12	01/04/2013	
	CL41294IN	FUEL - STREET	11/30/2012	2,486.87	2,486.87	01/04/2013	
	CL41294IN	FUEL - STREET	11/30/2012	579.00	579.00	01/04/2013	
	CL41295IN	FUEL - VEHICLE MAINTENANC	11/30/2012	60.21	60.21	01/04/2013	
	CL41295IN	FUEL - PD	11/30/2012	46.33	46.33	01/04/2013	
	CL41296IN	FUEL - SANITATION	11/30/2012	5,785.48	5,785.48	01/04/2013	
	CL41296IN	FUEL - SANITATION	11/30/2012	349.05	349.05	01/04/2013	
	CL41296IN	FUEL - STREET	11/30/2012	296.90	296.90	01/04/2013	
	CL41297IN	FUEL - WATER	11/30/2012	577.33	577.33	01/04/2013	
	CL41297IN	FUEL - ELECTRIC	11/30/2012	83.33	83.33	01/04/2013	
	CL41298IN	FUEL - WASTEWATER	11/30/2012	557.87	557.87	01/04/2013	
	CL41298IN	FUEL - WASTEWATER	11/30/2012	281.93	281.93	01/04/2013	
Total 129090:				19,070.65	19,070.65		
<b>HOVLAND, BILL 128911</b>							
	90566	TOOLS	12/04/2012	44.75	44.75	01/04/2013	
Total 128911:				44.75	44.75		
<b>I STATE TRUCK CENTER 126019</b>							
	C251123191:0	DIESEL EXHAUST FLUID	12/11/2012	148.50	148.50	01/04/2013	DEF
Total 126019:				148.50	148.50		
<b>ICMA RETIREMENT-457-#303143 5170</b>							
	702288	Contributions	12/20/2012	6,122.29	6,122.29	12/20/2012	
Total 5170:				6,122.29	6,122.29		

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
<b>ID EDGE</b>							
<b>129587</b>	60353	SUPPLIES	12/03/2012	108.00	108.00	01/04/2013	
Total 129587:				108.00	108.00		
<b>INTERSTATE POWER SYSTEMS</b>							
<b>123575</b>	R007021594	SANITATION TRUCK REPAIRS	10/29/2012	980.29	980.29	01/04/2013	
Total 123575:				980.29	980.29		
<b>JACK'S TRUCK &amp; EQUIPMENT</b>							
<b>125521</b>	17240	FEDNORS/SEAT COVER	11/21/2012	428.15	428.15	01/04/2013	
	17401	FENDER MOUNTS	12/06/2012	273.00	273.00	01/04/2013	
Total 125521:				701.15	701.15		
<b>JACKSON, MATTHEW</b>							
<b>129576</b>	15062023	DEPOSIT APPLIED AND REFUN	12/10/2012	80.72	80.72	01/04/2013	
Total 129576:				80.72	80.72		
<b>JOHNSON, CAYDE</b>							
<b>129588</b>	283372	REC CENTER REFUND	11/02/2012	119.00	119.00	01/04/2013	
Total 129588:				119.00	119.00		
<b>KENCO SECURITY &amp; TECHNOLOGY</b>							
<b>9029</b>	1009066	INVESTIGATIONS - CASE 12-16	12/12/2012	107.09	107.09	01/04/2013	
Total 9029:				107.09	107.09		
<b>LEXISNEXIS MATTHEW BENDER</b>							
<b>6135</b>	39803384	STATUTE BOOKS	11/29/2012	136.01	136.01	01/04/2013	
Total 6135:				136.01	136.01		
<b>LONG BUILDING TECH INC</b>							
<b>125191</b>	SRVCE006042	AUDITORIUM BOILER CONTRO	11/28/2012	653.99	653.99	01/04/2013	
	SRVCE006043	REPLACE CONTACT BLOCK AT	11/29/2012	240.64	240.64	01/04/2013	
Total 125191:				894.63	894.63		
<b>MARQUIS AWARDS</b>							
<b>6300</b>	22803	PLAQUES	12/14/2012	293.10	293.10	01/04/2013	
Total 6300:				293.10	293.10		

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
<b>MC CUMBER LOCKSMITH SHOP</b>							
<b>6390</b>							
	22715	KEYS	12/10/2012	6.45	6.45	01/04/2013	
	22717	KEYS	12/11/2012	2.15	2.15	01/04/2013	
Total 6390:				8.60	8.60		
<b>MIDWEST ENTERPRISES</b>							
<b>129585</b>							
	269-22	REFUND ENCROACHMENT DE	12/18/2012	150.00	150.00	01/04/2013	
Total 129585:				150.00	150.00		
<b>MOUNTAIN WEST INC</b>							
<b>6930</b>							
	023375	UNIFORM EMBROIDERY	10/10/2012	24.00	24.00	01/04/2013	
	023594	UNIFORM EMBROIDERY	12/04/2012	14.05	14.05	01/04/2013	
	023612	UNIFORM EMBROIDERY	12/07/2012	5.95	5.95	01/04/2013	
	023617	UNIFORM EMBROIDERY	12/10/2012	53.00	53.00	01/04/2013	
	023629	UNIFORM EMBROIDERY	12/12/2012	68.60	68.60	01/04/2013	
Total 6930:				165.60	165.60		
<b>NORCO, INC.</b>							
<b>128948</b>							
	10693854+	CO2	12/03/2012	105.24	105.24	01/04/2013	
	10699346	CO2	12/04/2012	105.24	105.24	01/04/2013	
	10727122	CO2	12/11/2012	105.24	105.24	01/04/2013	
Total 128948:				315.72	315.72		
<b>NORMONT EQUIPMENT COMPANY</b>							
<b>7315</b>							
	2212003	GUTTER WIRE	12/01/2012	1,498.65	1,498.65	01/04/2013	
Total 7315:				1,498.65	1,498.65		
<b>NORTHWEST PIPE</b>							
<b>7400</b>							
	159540	1 1/2" CURB BOX LID	12/03/2012	75.78	75.78	01/04/2013	1152-W
	159540	2" Curb Box Lid	12/03/2012	483.25	483.25	01/04/2013	1151-W
	160280	HYDRANT REPAIR PARTS	12/03/2012	125.70	125.70	01/04/2013	
	163160	CLAMP, REPAIR 6" X 20"	12/10/2012	659.96	659.96	01/04/2013	
	163160	CLAMP, REPAIR 6" X 15"	12/10/2012	229.02	229.02	01/04/2013	
Total 7400:				1,573.71	1,573.71		
<b>OFFICE SHOP, THE</b>							
<b>7440</b>							
	13067	COPIER - CITY HALL	12/13/2012	1,232.38	1,232.38	01/04/2013	
Total 7440:				1,232.38	1,232.38		
<b>OPTIMUM</b>							
<b>129339</b>							
	112812 - REC	INTERNET - REC CENTER	11/28/2012	77.85	77.85	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 129339:				77.85	77.85		
<b>OWEN, DON</b>							
<b>125181</b>							
	121212	VOLLEYBALL REFEREE	12/12/2012	75.00	75.00	01/04/2013	
Total 125181:				75.00	75.00		
<b>PARK COUNTY PUBLIC HEALTH</b>							
<b>7720</b>							
	1015	HEP B VACCINE	12/11/2012	10.00	10.00	01/04/2013	
Total 7720:				10.00	10.00		
<b>PAULSON, ANTHONY</b>							
<b>129580</b>							
	20055514	DEPOSIT REFUNDED	12/12/2012	10.70	10.70	01/04/2013	
Total 129580:				10.70	10.70		
<b>PITNEY BOWES INC</b>							
<b>126886</b>							
	8683311DC12	POSTAGE MACHINE LEASE	12/13/2012	616.38	616.38	01/04/2013	
Total 126886:				616.38	616.38		
<b>POWELL VALLEY RECYCLING</b>							
<b>127122</b>							
	121812	BALING WIRE	12/18/2012	1,350.00	1,350.00	01/04/2013	
Total 127122:				1,350.00	1,350.00		
<b>PRO-BUILD</b>							
<b>128149</b>							
	940366	EAR PLUGS - BOX	11/13/2012	45.99	45.99	01/04/2013	
	940552	PLYWOOD	11/14/2012	48.99	48.99	01/04/2013	
	941280	WOOD	11/26/2012	3.35	3.35	01/04/2013	
	942193	SUPPLIES	12/05/2012	46.11	46.11	01/04/2013	
	943350	DOOR SWEEPS CITY PARK RE	12/18/2012	44.97	44.97	01/04/2013	
Total 128149:				189.41	189.41		
<b>PROVIDENT LIFE &amp; ACCIDENT INS</b>							
<b>128033</b>							
	122112	PREMIUMS	12/21/2012	216.20	216.20	12/21/2012	
Total 128033:				216.20	216.20		
<b>PURCHASE ADVANTAGE CARD</b>							
<b>430</b>							
	07946	REC CENTER BIRTHDAY PARTI	12/07/2012	18.99	18.99	01/04/2013	
Total 430:				18.99	18.99		
<b>PURCHASE POWER</b>							

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
8240							
	122012	POSTAGE - PD	12/20/2012	10.50	10.50	01/04/2013	
	122012	POSTAGE - ADMIN.	12/20/2012	1,882.99	1,882.99	01/04/2013	
	122012	POSTAGE - WATER	12/20/2012	1.10	1.10	01/04/2013	
	122012	POSTAGE - REC CENTER	12/20/2012	105.41	105.41	01/04/2013	
	122012	POSTAGE - REFILL FEE	12/20/2012	19.99	19.99	01/04/2013	
Total 8240:				2,019.99	2,019.99		
<b>QUAD STATE INSTRUCTORS, INC</b>							
<b>125076</b>							
	121712	MEMBERSHIP RENEWAL - R P	12/17/2012	50.00	50.00	01/04/2013	
Total 125076:				50.00	50.00		
<b>R &amp; A SAFETY</b>							
<b>127690</b>							
	1801	RANDOM & DOT DRUG TESTIN	12/12/2012	90.00	90.00	01/04/2013	
	1801	RANDOM & DOT DRUG TESTIN	12/12/2012	30.00	30.00	01/04/2013	
	1801	RANDOM & DOT DRUG TESTIN	12/12/2012	30.00	30.00	01/04/2013	
Total 127690:				150.00	150.00		
<b>RANDOL CUSTOM HOMES</b>							
<b>8370</b>							
	165-3	REFUND ENCROACHMENT DE	12/18/2012	150.00	150.00	01/04/2013	
Total 8370:				150.00	150.00		
<b>RAYNOLDS, LINDA</b>							
<b>129586</b>							
	14.0204.24	REFUND OVERPAYMENT ON A	12/19/2012	115.97	115.97	01/04/2013	
Total 129586:				115.97	115.97		
<b>RON'S EXXON</b>							
<b>8760</b>							
	0161229	PROPANE	12/07/2012	19.77	19.77	01/04/2013	
Total 8760:				19.77	19.77		
<b>S &amp; S AUDIO - VIDEO INC</b>							
<b>8840</b>							
	10069769	VOLTAGE TESTER REPAIR	12/13/2012	2.99	2.99	01/04/2013	
Total 8840:				2.99	2.99		
<b>SCHOENING, WILLIAM D</b>							
<b>123147</b>							
	121212	BASKETBALL REFEREE	12/12/2012	84.00	84.00	01/04/2013	
	121212	VOLLEYBALL REFEREE	12/12/2012	37.50	37.50	01/04/2013	
Total 123147:				121.50	121.50		
<b>SELBYS</b>							
<b>9040</b>							
	B-530533-000	LED LIGHTS FOR NIGHT TRAFF	12/03/2012	263.36	263.36	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 9040:				263.36	263.36		
<b>SHOSHONE OFFICE SUPPLY</b>							
<b>9140</b>							
	0092670	SUPPLIES	12/17/2012	10.00	10.00	01/04/2013	
	0093048	PRINTER INK	12/04/2012	76.55	76.55	01/04/2013	
	0093105	PAPER	12/06/2012	26.99	26.99	01/04/2013	
	0093120	OFFICE SUPPLIES	12/06/2012	79.99	79.99	01/04/2013	
	0093139	SUPPLIES	12/07/2012	18.58	18.58	01/04/2013	
	0093149	OFFICE SUPPLIES	12/07/2012	8.10	8.10	01/04/2013	
	0093162	TONERS (4)	12/10/2012	639.96	639.96	01/04/2013	
	0093180	TONERS (4)	12/11/2012	862.45	862.45	01/04/2013	
	0093400	OFFICE SUPPLIES	12/19/2012	66.92	66.92	01/04/2013	
	0093503	PRINTER MAINTENANCE KIT	12/19/2012	103.99	103.99	01/04/2013	
	123.99	TONER	12/13/2012	123.99	123.99	01/04/2013	
Total 9140:				2,017.52	2,017.52		
<b>SHOTTS, DAVID</b>							
<b>129579</b>							
	14132014	DEPOSIT REFUNDED	12/10/2012	32.78	32.78	01/04/2013	
Total 129579:				32.78	32.78		
<b>SKINNER, TONYA</b>							
<b>123304</b>							
	121212	VOLLEYBALL REFEREE	12/12/2012	100.00	100.00	01/04/2013	
Total 123304:				100.00	100.00		
<b>SMITH, DALLAS</b>							
<b>129578</b>							
	14416020	DEPOSIT REFUNDED	12/10/2012	177.71	177.71	01/04/2013	
Total 129578:				177.71	177.71		
<b>STARTIN, TOBY</b>							
<b>126667</b>							
	120312	MILEAGE REIMBURSEMENT	12/03/2012	9.44	9.44	01/04/2013	
Total 126667:				9.44	9.44		
<b>STROUPE PEST CONTROL CO</b>							
<b>9635</b>							
	120312	PEST CONTROL - RECYCLE C	12/03/2012	55.00	55.00	01/04/2013	
Total 9635:				55.00	55.00		
<b>SWANDER TOWN HOMES</b>							
<b>129581</b>							
	13350818	REFUND CREDIT BALANCE TE	12/17/2012	82.10	82.10	01/04/2013	
Total 129581:				82.10	82.10		
<b>THE UPS STORE</b>							

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
6240							
	5499	SHIPPING	12/10/2012	29.81	29.81	01/04/2013	
	6025	SHIPPING	12/10/2012	11.09	11.09	01/04/2013	
Total 6240:				40.90	40.90		
<b>TILLEY, ELIZABETH</b> <b>129577</b>							
	1257	ALCOHOL COMPLIANCE CHEC	12/06/2012	270.00	270.00	01/04/2013	
Total 129577:				270.00	270.00		
<b>TITAN ACCESS</b> <b>128471</b>							
	FC	FEES	09/25/2012	8.99	8.99	01/04/2013	
Total 128471:				8.99	8.99		
<b>UNUM LIFE INS - LTD</b> <b>127843</b>							
	122112	LONG TERM DISABILITY - PRE	12/21/2012	2,822.39	2,822.39	12/21/2012	
Total 127843:				2,822.39	2,822.39		
<b>UNUM LIFE INSURANCE - LIFE</b> <b>127935</b>							
	122112	PREMIUM	12/21/2012	1,426.48	1,426.48	12/21/2012	
Total 127935:				1,426.48	1,426.48		
<b>V-1 PROPANE</b> <b>10180</b>							
	854884	PROPANE	11/30/2012	31.01	31.01	01/04/2013	
	854966	PROPANE	12/13/2012	1.65	1.65	01/04/2013	
Total 10180:				32.66	32.66		
<b>WAL MART COMMUNITY BRC</b> <b>10330</b>							
	02162	SUPPLIES	12/12/2012	29.58	29.58	01/04/2013	
	06012	SUPPLIES	12/14/2012	13.23	13.23	01/04/2013	
	06012	SUPPLIES	12/14/2012	12.94	12.94	01/04/2013	
	06012	SUPPLIES	12/14/2012	19.97	19.97	01/04/2013	
	06012	SUPPLIES	12/14/2012	7.40	7.40	01/04/2013	
	06012	YEARS OF SERVICE AWARDS	12/14/2012	9.94	9.94	01/04/2013	
	09334	SUPPLIES	12/12/2012	11.96	11.96	01/04/2013	
	37605	TINY TOTS	12/11/2012	94.69	94.69	01/04/2013	
	39186	MEETINGS EXPENSE	12/05/2012	29.27	29.27	01/04/2013	
	39186	MEETINGS EXPENSE	12/05/2012	16.94	16.94	01/04/2013	
	41217	SUGAR MIX	12/12/2012	11.00	11.00	01/04/2013	20129
	41217	Applesauce	12/12/2012	2.98	2.98	01/04/2013	20055
	41217	Ramen Soup	12/12/2012	5.64	5.64	01/04/2013	20050
	41217	GATORAID	12/12/2012	17.94	17.94	01/04/2013	20008
	41217	Fruit Snacks	12/12/2012	26.66	26.66	01/04/2013	20026
	41217	Snack Cakes	12/12/2012	25.76	25.76	01/04/2013	20027
	41217	Pizza	12/12/2012	19.92	19.92	01/04/2013	20045
	41217	FORKS	12/12/2012	2.68	2.68	01/04/2013	25100

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
	41217	SUGAR MIX	12/12/2012	.48	.48	01/04/2013	20129
Total 10330:				358.98	358.98		
<b>WARNE CHEMICAL &amp; EQUIPMENT CO</b>							
<b>123358</b>							
	089165	SPRAY EQUIPMENT	11/30/2012	90.28	90.28	01/04/2013	
Total 123358:				90.28	90.28		
<b>WATCO POOLS</b>							
<b>10370</b>							
	15377	REPLACEMENT WEIR - POOL	11/27/2012	222.48	222.48	01/04/2013	
	15394	POOL CHEMICALS	12/03/2012	854.53	854.53	01/04/2013	
	15398	DRIVE BELTS	12/04/2012	211.02	211.02	01/04/2013	
	15405	VACUUM BELTS	12/07/2012	40.03	40.03	01/04/2013	
Total 10370:				1,328.06	1,328.06		
<b>WAYNE'S BOOT SHOP</b>							
<b>10430</b>							
	11517	SAFETY BOOTS - WATER DEPT	12/10/2012	169.95	169.95	01/04/2013	
	12872	STEEL TOE BOOTS - TIM NIETE	12/21/2012	169.95	169.95	01/04/2013	
	12960	SAFETY BOOTS - WATER DEPT	12/10/2012	169.95	169.95	01/04/2013	
Total 10430:				509.85	509.85		
<b>WCSTELECOM</b>							
<b>124746</b>							
	21214633	LONG DISTANCE	12/01/2012	159.10	159.10	01/04/2013	
Total 124746:				159.10	159.10		
<b>WEBSTER MOTORS, INC</b>							
<b>10460</b>							
	RK101712-1	2013 EQUINOX - POLICE SVU	12/18/2012	26,468.00	26,468.00	01/04/2013	
Total 10460:				26,468.00	26,468.00		
<b>WESCO DISTRIBUTION INC</b>							
<b>10480</b>							
	1312501	SYSTEM PROTECTION	12/06/2012	544.10	544.10	01/04/2013	
Total 10480:				544.10	544.10		
<b>WESTERN UNITED ELECTRIC SUPPLY</b>							
<b>10605</b>							
	430549	TOOLS	12/06/2012	280.00	280.00	01/04/2013	
Total 10605:				280.00	280.00		
<b>WOMACK MACHINE SUPPLY CO.</b>							
<b>128944</b>							
	0111685	HYD FITTINGS	10/17/2012	7.78	7.78	01/04/2013	
	0112506	HYD FITTINGS	11/30/2012	100.56	100.56	01/04/2013	

Vendor Name Vendor No	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Inventory Number
Total 128944:				108.34	108.34		
<b>WOOD, MEGAN</b>							
<b>129163</b>							
	11004021	REFUND CREDIT BALANCE TE	12/17/2012	135.95	135.95	01/04/2013	
Total 129163:				135.95	135.95		
<b>WYOMING ASSN OF MUNICIPALITIES</b>							
<b>10770</b>							
	12703	WINTER WORKSHOP	12/18/2012	400.00	400.00	01/04/2013	
	12703	WINTER WORKSHOP	12/18/2012	210.00	210.00	01/04/2013	
Total 10770:				610.00	610.00		
<b>WYOMING DEPARTMENT OF WORKFORCE SERVICES</b>							
<b>10670</b>							
	122112	CONTRIBUTIONS	12/21/2012	10,250.28	10,250.28	12/21/2012	
	122112		12/21/2012	18.55	18.55	12/21/2012	
	122112	CONTRIBUTIONS	12/21/2012	43.27	43.27	12/21/2012	
Total 10670:				10,312.10	10,312.10		
<b>WYOMING DEPT OF HEALTH</b>							
<b>128921</b>							
	121212CPD	BLOOD KITS	12/12/2012	104.00	104.00	01/04/2013	
	121212CPDO	ON SITE KITS (25)	12/12/2012	92.50	92.50	01/04/2013	
Total 128921:				196.50	196.50		
<b>WYOMING MUNICIPAL POWER AGENCY</b>							
<b>10920</b>							
	NOVEMBER 1	POWER PURCHASE -NOV 2012	12/25/2012	641,831.74	641,831.74	01/04/2013	
Total 10920:				641,831.74	641,831.74		
<b>WYOMING RETIREMENT SYSTEM</b>							
<b>10950</b>							
	122112	CONTRIBUTIONS -	12/21/2012	60,348.91	60,348.91	12/21/2012	
Total 10950:				60,348.91	60,348.91		
<b>YANKEE CAR WASH</b>							
<b>128282</b>							
	113012	CAR WASHES - PD	12/01/2012	69.00	69.00	01/04/2013	
	113012	CAR WASHES - CDD	12/01/2012	28.00	28.00	01/04/2013	
	113012	CAR WASHES - ELEC. DEPT.	12/01/2012	10.00	10.00	01/04/2013	
Total 128282:				107.00	107.00		
Grand Totals:				908,106.23	908,134.79		

Voucher Total \$908,106.23  
Payroll Total \$213,622.99  
Total \$1,121,729.22

MEMORANDUM OF UNDERSTANDING  
Professional Services Agreement

This Memorandum of Understanding and Professional Services Agreement is made and entered into by and between Park County, Wyoming, who shall be known as the "COUNTY" and the City of Cody, a Wyoming Municipal Corporation, who shall be known as the "CITY". The purpose of the Memorandum and Agreement is to establish mutually agreed upon services that will be provided by the CITY, COUNTY or both, regarding the Law Enforcement Center (excluding the secured area of the jail), at 1402 Riverview Drive, Cody, Wyoming and associated costs with the operation of said center. The parties therefore agree to the following:

1. The term of the agreement shall be perpetual or for the life of the building. It shall remain in full force and effect until terminated by either party. Termination shall be in writing at least three hundred and sixty-five (365) days in advance. The agreement may only be modified in writing after either party request modification(s) and after the governing bodies mutually agree to said modifications.
2. An annual review of compliance with the terms and conditions of the agreement shall be conducted by parties designated by the COUNTY and the CITY between January and February of each year. The results of this review including any recommended modifications and adjustments to costs, fees and expenses, including the number and percentage of incidents by agency from the previous twelve months shall be provided to the governing boards of the COUNTY and the CITY. The COUNTY'S designated parties will be the Chairman of the Board of County Commissioners and the Sheriff. The CITY'S designated parties will be the Mayor, the City Administrator and the Chief of Police. The results of this review shall be provided to the governing boards of the COUNTY and CITY and said review shall include but not be limited to the effectiveness of this agreement and any recommended changes thereto. No modifications or adjustments to this agreement, including modifications or adjustments to the costs, fees, expenses and other amounts established herein, shall be effective until the process described above has been followed, and until a written amendment has been approved and signed by both Governing Bodies.
3. The COUNTY shall provide custodial services to the CITY which shall include but not be limited to: interior cleaning, vacuuming, dusting and bathroom maintenance. Said services shall occur at a minimum of every other day; excluding weekends and holidays. CITY shall pay \$5,000.00 to the COUNTY annually for cleaning supplies and interior supplies for replenishing general custodial supplies including but not limited to light bulbs, air handler filters, toilet paper and cleaning supplies that shall be used by the

COUNTY. Other maintenance such as carpet shampooing, floor washing, etc. shall be scheduled as needed by the maintenance staff.

4. The COUNTY and the CITY agree that in regards to the Law Enforcement Administration Facility, the COUNTY shall provide an estimate of anticipated repairs for the facility for consideration during the annual review. The COUNTY and the CITY agree to allocate in each respective budget funds to cover 50% of the mutually approved budgeted repair costs. The CITY will reimburse the COUNTY for its share of the actual repair costs within forty-five (45) days of receipt of the invoices. If the COUNTY determines an emergency exists, the unanticipated repairs shall be shared at 50% by the CITY and COUNTY respectively.
5. The CITY shall provide exterior maintenance to the grounds of the facility including, but not limited to parking lot striping, sweeping, snow removal and plowing, landscaping maintenance, watering, weed control on property, including inside fenced areas and exterior window washing. In the event that parking lot repairs, repaving or other capital repairs, improvements and other requirements are necessary, the CITY and COUNTY shall mutually agree to a funding mechanism which shall be part of the normal budgeting process for each appropriate party. In addition, the COUNTY will maintain all exterior cameras. The CITY will maintain all exterior lighting.
6. The COUNTY and CITY shall have access to all shared facilities related to the Law Enforcement Center including the meeting room, conference room, work-out facilities and the garage. The COUNTY and CITY agree to coordinate the use of those areas for law enforcement purposes. The COUNTY and the CITY agree to share maintenance and replacement costs within shared facilities on an even basis. The COUNTY and CITY agree to pay equally in the cost of equipment for the workout and training rooms. However, the COUNTY and CITY agree that each may purchase items for the shared areas for the benefit of everyone if funds are available from one agency and not the other, without an expectation for reimbursement from the other agency.
7. The CITY agrees to pay 10% of the electric and 2% of the demand on a monthly basis except in July and August when, due to increased use of the HVAC system, the CITY agrees to pay 10% electric and 5% of the demand charges. The CITY agrees to pay 12% of the monthly sewer and water costs. In the event it is determined that these fees do not represent the actual costs of providing services, said annual fees will be adjusted.
8. The CITY agrees to pay COUNTY a base fee of two hundred seventy thousand two hundred fifty-two and .79 cents (\$270,252.79) in twelve (12) monthly payments for "Dispatcher Wages and Benefits". Said base fee is calculated from the Total Dispatch wages and benefits (EXHIBIT A) multiplied by the percentage of total police department incidents generated the preceding year (EXHIBIT B). Incidents shall be defined as a call

for service initiated for documentation purposes as received either by an individual or generated by the Officer for a legal record of a call for service to be used for court and/or statistical tracking purposes and such incident types that shall be billable are outlined in EXHIBIT D. In addition, the CITY agrees to pay COUNTY fifty thousand dollars (\$50,000) in twelve (12) monthly payments for services as described in EXHIBIT C added to the base fee. In addition, the CITY agrees to pay \$5,000.00 (Item 3) in twelve (12) monthly payments added to the base fee. In the event it is determined that the base fee does not represent the actual costs of dispatcher wages and benefits said base fee may be adjusted. Any recommended adjustment will be evaluated as required in Item Number 2 of this agreement and will include the actual cost of dispatcher wages and benefits and the percentage of police department calls over the preceding year. Any modification of services listed in EXHIBIT C may be negotiated during the annual review process. The COUNTY shall be responsible for the maintenance and/or replacement of all equipment necessary to provide services listed in EXHIBIT C.

9. The CITY agrees to the following conditions related to Computer Systems and Data Networks. Any CITY purchases of computer workstations and other network devices, printers, cameras, scanners, etc., will be coordinated and compatible with COUNTY information technology purchasing guidelines. Any CITY purchases of servers, operating systems, software or other integrated programs will be planned and approved by the COUNTY prior to use. The COUNTY agrees the CITY can purchase and install any and all equipment related to network access provided it is compatible and agreed to by the COUNTY. The COUNTY agrees to provide services that meet current Law Enforcement requirements for security and confidentiality. Any purchases made by the CITY that shall not be integrated with the County Systems and Data Networks shall not need COUNTY approval.
10. The COUNTY shall provide access to any and all record produced by COUNTY through the Dispatch Center as it is related to CITY business. Records include, but are not limited to logs, reports, phone systems, phone recordings, radio transmissions and computerized records including email. The request for records may be verbally or in writing, and the CITY shall allow a reasonable time for the production of requested records.
11. The COUNTY will be responsible for insuring the entire building structure against fire, and other loss and casualty. The CITY will be responsible for insuring all CITY property and contents within CITY space and the COUNTY will be responsible for insuring all other property and contents. In the event of a catastrophic loss, the COUNTY and the CITY recognize the CITY'S 12.5% ownership of the Law Enforcement Center and the parties shall agree to either rebuild any portion damaged or compensate the CITY for their 12.5% ownership from the gross insurance proceeds.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2012.

**BOARD OF COUNTY COMMISSIONERS  
PARK COUNTY, WYOMING**

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Park County Clerk

**CITY OF CODY**

\_\_\_\_\_  
Mayor, City of Cody

ATTEST:

\_\_\_\_\_  
Administrative Services Officer

**EXHIBIT A**

**Dispatchers' wages & benefits Calendar 2011**

**Gross Wages - \$285,865.69**

**OT wages - \$18,229.50**

**Social Security - \$18,428.12**

**Medicare - \$4,309.75**

**Retirement - \$42,938.34**

**Workers comp - \$7,265.78**

**Other benefits - \$81,018.40**

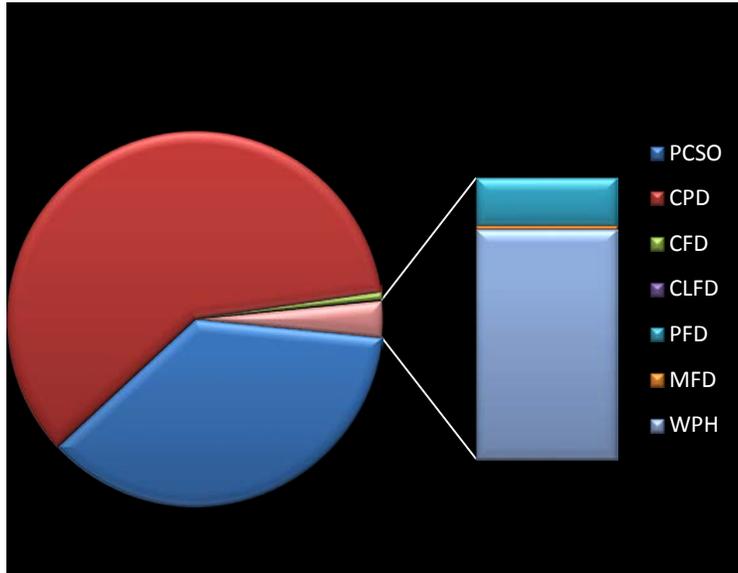
**Total - \$458,055.58**

## EXHIBIT B

Use of the Park County Sheriff's Office  
Communications Center resources  
Calendar Year 2011  
by LOGGED incidents only

amount/total=%

agency	total	percent of total	
16626	45489	36.5495%	PCSO
27136	45489	59.6540%	CPD
291	45489	0.6397%	CFD
23	45489	0.0506%	CLFD
238	45489	0.5232%	PFD
21	45489	0.0462%	MFD
1154	45489	2.5369%	WPH



## EXHIBIT C

### GENERAL DISPATCH SERVICES

- Receive all calls for service, including 911 calls and to dispatch appropriate emergency personnel and police officers, and document accordingly, in Rims system.
- Receive all incoming calls for police department employees and to receive police related messages; Except that the CITY agrees to utilize “direct dial” or cell phones for phone calls whenever practical, especially for personal calls; and to use voice mail for messages as much as possible.
- Receive after-hours reports of any adverse situations regarding city utilities and make appropriate notifications to city personnel accordingly.
- To coordinate and perform all NCIC/NLETS/WYCJIN transactions necessary for Cody Police activities. (this includes pawn tickets) and enforce system rules as necessary.
- To coordinate warrant confirmation, including that for all municipal warrants.
- Provide Vehicle Registration information, caller information, or other record data requested by officers responding to calls for service.
- Related to 911 Services as applicable to Cody Police operations; Create and maintain Master Streets Address Guide (MSAG) for accurate location of calls; Maintain Intrado portion of MSAG database for 911 system integration; maintain E911 mapping integration for 911 caller location;
- Related to the Rims software: Provide overall general support services for operation of the RIMS suite of software; To provide general support assistance with the RIMS suite that only Cody Police has (property room, iRims,); Adjust and manage data tables that configure and standardize system use; make modifications to data, as necessary, to ensure accuracy of entered data; maintain and update special Rims files used by officers (probation, premise, streets, protection order, etc).

### ADDITIONAL SERVICES

- Provide integration on Dispatch Consoles for 2 conventional radio channels and 3 Wyolink talkgroups shall for the purpose of dispatching calls for service and communicating with Police personnel.
- Provide integration on Dispatch Consoles for 1 conventional radio channel for the purpose of communicating with City Utilities personnel, when necessary.
- Provide space for placement of 4 consolette radios in Radio Room
- Provide space for 4 antennas and feed lines on tower at 210 foot, 200 Foot, 130 foot and 115 foot levels to accommodate Police and City radio systems.
- Provide logging recorder channels for 6 radio channels and software to access those recordings.
- Provide NEC Telephone Interfaces and basic telephone service for up to 16 Telephones (telephones to be provided by City)
- Provide telephone voice mail service for up to 40 users.
- Provide logging recorder export of any phone calls or radio traffic related to Cody Police activity that may be available on County Logging Recorder.
- Internet Firewall protection for up to 25 Computers

- Redundant Internet Access for up to 25 computers (subject to Firewall restrictions)
- Interconnect Services for other County Telephone systems (Courthouse, annex, etc)
- Access for 1 outside Terminal Service User (School Resource Officer -Locked down by location IP address)
- Provide computer network switch connectivity for up to 25 computers.
- Provide Up to 25 Anti-Virus client agents for Police Computer Workstations.
- Computer Domain Access for up to 40 users.
- Access for up to 40 Exchange Server internal Clients (Microsoft Outlook – Email Etc)
- Data Link Services between Law Enforcement & Courthouse (Misc Data Services)

## EXHIBIT D

### Cody Police Department Incidents by Type

INCIDENT TYPE	INCIDENT DESCRIPTION
911HU	911 CALL FOR SERVICE
ABANDVEH	ABANDONED VEHICLE
ADMIN	ADMINISTRATIVE
ALARM	ALARM CALL FOR SERVICE
ANIMAL-B	ANIMAL BITE
ANIMAL-D	ANIMAL DEAD
ANIMAL-L	ANIMAL LOST
ANIMAL-N	ANIMAL NOISE
ANIMAL-O	ANIMAL OTHER
ANIMAL-R	ANIMAL ROADWAY
ANIMAL-S	ANIMAL STRAY
ANIMAL-T	ANIMAL TRAP
AOA	ASSIST OTHER AGENCY
ASSAULT	ASSAULT CALL FOR SERVICE
ATL	ATTEMPT TO LOCATE
AUTOBURG	AUTO BURGLARY
BARWALK	BAR WALK THROUGH
BODYFOUN	BODY FOUND
BURGLARY	BURGLARY
CCS	COUNCIL OF COMMUNITY SERVICE
CHILDWEL	CHILD WELFARE CALL FOR SERVICE
CITCON	CITIZEN CONTACT
CIVATMPT	CIVIL ATTEMPT
CIVDISPU	CIVIL DISPUTE
CIVSTDBY	CIVIL STANDBY
CRIMSUMM	CRIMINAL SUMMONS
CUSTODY	CUSTODY
DISORDER	DISORDER
DISTURB	DISTURBANCE
DOMESTIC	DOMESTIC CALL FOR SERVICE
DRUGS	DRUGS
ESCORT-F	FUNERAL ESCORT
EXPATROL	EXTRA PATROL CALL FOR SERVICE
FLAGDOWN	OFFICER FLAGGED DOWN
FOLLOWUP	FOLLOW UP TO INCIDENT
FRAUD	FRAUD
HARASS	HARASSMENT
HAZARD	HAZARD
INCORRIG	INCORRIGIBLE JUVENILE
INFO	INFORMATION ONLY
INTOXSUB	INTOXICATED SUBJECT
LIQLAWS	LIQUOR LAWS
MENTAL	MENTAL
MISCASST	MISCELLANEOUS ASSISTANCE
MVC	MOTOR VEHICLE CRASH
NOTIFY	NOTIFICATION NEEDED
NUISANCE	NUISANCE
OPENDOOR	OPEN DOOR CALL FOR SERVICE
OTHERACC	OTHER ACCIDENT
OTHERLAW	OTHER LAW VIOLATION
PARKING	PARKING
PATROLX	EXTRA PATROL CALL FOR SERVICE

<b>INCIDENT TYPE</b>	<b>INCIDENT DESCRIPTION</b>
PEDSTOP	PEDESTRIAN STOP
PHONE	PHONE CALL
PRISNTRN	PRISONER TRANSPORT
PROBVIOL	PROBATION VIOLATION
PROPDAMG	PROPERTY DAMAGE
PROPFOUN	PROPERTY FOUND
PROPLOST	PROPERTY LOST
PROWLER	PROWLER
REDDI	REDDI REPORT
ROADHAZ	ROAD HAZARD
ROBBERY	ROBBERY
RUNAWAY	RUNAWAY CALL FOR SERVICE
SECHECK	SECURITY CHECK
SEXASSLT	SEXUAL ASSAULT
SMOKING	SMOTKING
SPECINC1	SPECIAL INCIDENT
SUICIDE	SUICIDE CALL FOR SERVICE
SUSPACT	SUSPICIOUS ACTIVITY
SWARRANT	SEARCH WARRANT
TEST	
THEFT	THEFT
THREATS	THREAT CALL FOR SERVICE
TRAFCOMP	TRAFFIC COMPLAINT
TRAFSTOP	TRAFFIC STOP
TRAIN	TRAINING
TRESPASS	TRESPASS
UNKNOWN	UNKNOWN
VIN	VIN INSPECTION
WARATMPT	WARRANT ATTEMPT
WATER	WATER VIOLATION
WEAPONS	WEATPONS
WELFARE	WELFARE CHECK

MEETING DATE: JANUARY 3, 2013  
DEPARTMENT: PUBLIC WORKS  
PREPARED BY: STEPHEN PAYNE, PE  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: STEPHEN W. PAYNE, PE

## **AGENDA ITEM SUMMARY REPORT**

### **ENCROACHMENT LICENSE WITH CODY STAMPEDE FOR IMPROVEMENTS WITH THE PUBLIC RIGHT OF WAY**

#### **ACTION:**

Staff requests that the Mayor and Council authorize the Mayor to sign the attached Encroachment License with the Cody Stampede for the construction of signage and an arched entranceway gate within the public right-of-way.

#### **SUMMARY:**

In FY 2012-2013 the Council sponsored the submittal of a grant application to the Wyoming Business Council for improvements to the Cody Stampede property. The Cody Stampede is a Wyoming non-profit 501(4) (c) corporation. Two of the planned improvements outlined in the grant include the construction of signage and a new archway entrance gate at the eastern entranceway to the parking lot of the Cody Stampede. The proposed plan is to place both of these facilities within the City of Cody's right-of-way. Due to the non-profit nature of the Cody Stampede and the substantial way the Cody Stampede activities assist in the marketing of Cody, staff felt that the planned improvements would appropriate as proposed. The Encroachment License is the best way to assure maintenance and liability issues are covered.

#### **FISCAL IMPACT**

There is no cost to the City of Cody for promulgating the Encroachment License with the Cody Stampede.

#### **ALTERNATIVES**

Authorize the Mayor to sign an Encroachment License with the Cody Stampede for the construction of signage and an arched entranceway gate within the public right-of-way within the lands identified as part of the license.

#### **RECOMMENDATION**

Staff recommends that the Mayor and Council authorize the Mayor to sign an Encroachment License with the Cody Stampede for the construction of signage and an arched entranceway gate within the public right-of-way within the lands identified as part of the license

#### **ATTACHMENTS**

Copy of Encroachment License with legal description of lands impacted.

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

Cody Stampede

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

## **AGREEMENT FOR ENCROACHMENT LICENSE**

THE PARTIES to this agreement are the City of Cody, Wyoming, (City) and Cody Stampede, a Wyoming non-profit 501(c)(4) corporation. This agreement is dated as of the date last executed by the parties below.

### RECITALS

1. City of Cody is a properly formed municipal corporation in the State of Wyoming.
2. Cody Stampede is the owner of certain real property located at 519 West Yellowstone Avenue, Cody, Wyoming 82414.
3. As a part of the planned improvements associated with the aforementioned property, Cody Stampede proposes to construct a sign and entranceway arched gate which encroach on a Public Right-of-Way owned by the City.
4. The City is willing to accommodate Cody Stampede and allow the encroachment of the sign and entranceway arched gate on Public Right-of-Way.

NOW, THEREFORE, in consideration of the mutual covenants and promises described herein, the parties agree as follows:

1. City hereby grants a revocable license to Cody Stampede to encroach on the following described parcel of Public Right-of-Way:

See Attachments "Exhibit A" and "Exhibit A-1"

2. Cody Stampede shall pay to the City the sum of One Dollar \$1.00 per year. The fee is for the use of 0.103 Acres for the aforementioned improvements. Such fee shall be paid to the City on or before February 1, 2013.
3. The term of this agreement shall be February 1 through January 31. This license shall be renewable for successive one-year periods. Neither party needs to take any action to renew this agreement for another year. In the event a party wishes to not renew this agreement, that party shall notify the other party in writing at least thirty (30) days prior to the expiration of the then-current term. Payment from Cody Stampede to the City for each year shall be due on or before February 1.
4. This license for encroachment is given as a matter of convenience and the same may be revoked by the City at any time for any reason whatsoever. In the event that the City determines it will revoke this license, it shall give notice to Cody Stampede in writing at least sixty (60) days in advance of the revocation.
5. In the event that the City is required to repair, modify, replace, upgrade, add to, or otherwise access utilities beneath the proposed sign and entranceway arched gate within said Public Right-of-Way and covered by this agreement, the City shall not be responsible for replacement of the sign and entranceway arched gate and/or landscaped areas disturbed as a result of the City's activities. Cody Stampede shall be solely responsible for all such replacement, including all costs and expenses associated with

such replacement, and Cody Stampede accepts the risk associated with putting the above described facilities on the public right of way. The City shall be responsible for restoring the trench areas to the original ground surface and assuring proper compaction. In the event that the City is required to repair or modify existing utilities beneath the aforementioned improvements, the City will endeavor to minimize the disruption to the existing improvements. The Cody Stampede shall reimburse the City for the costs of restoring the trench areas and the ground surface.

6. Once the City terminates or revokes this license, Cody Stampede agrees to remove any and all improvements on said Public Right-of-Way and covered by this agreement and will restore the same to its original condition at the sole cost and expense of Cody Stampede within One Hundred and Twenty (120) days of the revocation.

7. Cody Stampede assumes all liability for itself, its agents, its representatives, employees, guests, invitees and for the general public's presence and activities on the sign and entranceway arched gate and shall indemnify and hold harmless the City, its agents, representatives, officers, board members, volunteers, contractors, employees, council members and agents from any and all claims, actions, lawsuits, disputes and controversies regarding Cody Stampede's use of said Public Right-of-Way. This shall include but not be limited to claims or actions for personal injury, property damage, economic loss, death and all other liabilities and losses arising in any way under this agreement or arising from the use of sign and entranceway arched gate and other structures constructed by Cody Stampede or its lessees, agents, representatives or employees. This indemnification shall include reasonable attorney's fees incurred by the City in defense of any action brought by any party against the City arising out of this agreement or use of the sign and entranceway arched gate and other structures constructed by Cody Stampede its lessees, agents, representatives or employees.

8. By entering into this agreement, the City does not waive its sovereign immunity or governmental immunity and expressly reserves the right to assert sovereign immunity and governmental immunity as defense to any action arising under this agreement.

9. This agreement shall be binding on the heirs, successors and assigns of both parties.

10. This agreement contains the entire understanding of the parties and there are no other promises, covenants, assurances or understandings beyond the scope of this written agreement.

CODY STAMPEDE



## **City of Cody Master Plan Notice of Public Hearing**

The City of Cody plans to submit an application for a Community Development Block Grant through the Wyoming Business Council to provide funding to complete installation of infrastructure in an affordable housing subdivision being built in Cody, Wyoming by Mountain Spirit Habitat for Humanity, Inc. (MSHFH). The total grant amount requested is \$500,000. Those wishing to comment on this project are encouraged to attend a public hearing in Council Chambers at 1338 Rumsey Avenue on Thursday, January 3, 2013 at 7:00 p.m. or shortly thereafter. Citizens may also submit written comments by 2:00 p.m. on Thursday, January 3, 2013 to Administrative Services Officer, Cindy Baker, PO Box 2200, Cody, WY 82414 or by emailing [cindyb@cityofcody.com](mailto:cindyb@cityofcody.com). All comments received in writing or at the public hearing will be considered by the Cody City Council in considering a resolution supporting this application. Rules governing the Grant and Loan Program are available through the Wyoming Business Council or <http://www.wyomingbusiness.org>.



## **COMMUNITY DEVELOPMENT BLOCK GRANT**

**USE THIS APPLICATION FOR THE FOLLOWING  
PROJECT TYPES:**

**Handicapped Accessibility**

**Public Infrastructure**

**Community Facilities**

**Economic Development Infrastructure**

**Downtown Development**

**Housing (Facilities or Infrastructure)**

SECTION I: COVER SHEET

**1. PROJECT TITLE: Mountain Spirit Addition Subdivision Housing Infrastructure Completion**

- 2. PROJECT TYPE:**
- Handicapped Accessibility
  - Public Infrastructure
  - Community Facilities
  - Economic Development Infrastructure
  - Downtown Development
  - Housing (Facility or Infrastructure)

**3. APPLICANT INFORMATION**

**Applicant (City, Town, County): City of Cody**

**Chief Elected Official: Mayor, Nancy Tia Brown**

**Mailing Address: PO Box 2200, Cody, WY 82414**

**Local Contact: Jenni Rosencranse**

**Position: City Administrator**

**Mailing Address: PO Box 2200, Cody, WY 82414**

**Phone: 307-527-3462**

**Email: [jennir@cityofcody.com](mailto:jennir@cityofcody.com)**

**Applicant DUNS Number: CITY OF CODY DUNS NUMBER 177929338**

A DUNS number is a unique nine digit identification number provided by Dun and Bradstreet. If you do not have a DUNS number, please see the link below for information on to how to apply. This is now required for reporting under the Federal Funding Accountability and Transparency Act.

[http://www.grants.gov/applicants/request\\_duns\\_number.jsp](http://www.grants.gov/applicants/request_duns_number.jsp)

**SAM**

The **System for Award Management (SAM)** is a **Federal Government owned and operated** free web site that consolidates the capabilities in CCR/FedReg, ORCA, and EPLS. This is now required for reporting under the Federal Funding Accountability and Transparency Act. If you are not already registered, please see information at the following link as to how to register

<https://www.sam.gov/portal/public/SAM/>

**4. SUB-APPLICANT INFORMATION (IF APPLICABLE)**

**Name of Organization (as filed with the Secretary of State's office)**

**Habitat For Humanity International**

**Doing Business As:**

Mountain Spirit Habitat for Humanity

**Sub-Applicant DUNS #**            **830680778**

**Sub-Applicant SAM#:**

**Contact Person:**                    **Camera Clifton**

**Position:**                              **Executive Director**

**Mailing Address:**                  **PO Box 1226**  
**Cody, WY 82414**

**Phone:**                                 **307-254-7005**

**Email:**                                  **edirector@mshfh.org**

**5. GRANT ADMINISTRATION CONTACT (If application is successful, who will be responsible for the grant administration?)**

**Name:**                                    **Camera Clifton**

**Mailing Address:**                  **PO Box 1226**  
**Cody, WY 82414**

**Phone:**                                 **307-254-7005**

**Email:**                                  **edirector@mshfh.org**

**6. PROJECT COSTS**

**a. Amount of grant requested:**            **\$500,000.00**

**b. Total local/other contribution:**            **\$186,375.06**

**TOTAL Project Cost (a+b):**                  **\$686,375.06**

**TITLE I CERTIFICATION OF APPLICANT**

I, Nancy Tia Brown, the Mayor  
(Typed or Printed Name) (Mayor/County Commissioner)

of City of Cody, Wyoming certify that this application is being submitted  
(City, Town, County)

With the understanding that responsibility for the following program requirements rest with me as the Chief Elected Official and the governing body of the City of Cody (City, Town or County).

1. Compliance with all provisions of Title I of the Housing and Community Development Act of 1974, as amended, and with all other applicable laws pertaining to distribution of Title I funds including identifying community development and housing needs, the needs of low to moderate income persons and the activities to be undertaken to meet such needs. I certify that I have read the current Final Rules and Regulations as adopted for the CDBG Program and will comply with all applicable rules and regulations which are considered a part of this application.(see Appendix A)
2. Compliance with the requirements for a citizen involvement process (Chapter 1, Section 8) which included (at a minimum):
  - a. Notice advertising Public Hearing providing at least seven (7) calendar days notice (Please attach a copy of notice and affidavit of publication) to be conducted prior to the application being submitted.
  - b. A summary of the public comment received at the hearing.
  - c. A copy of the signed minutes of the public hearing.
  - d. A copy of a signed council or commissioner’s resolution supporting submittal of the application and including the grant type, amount of grant request and nature of the project, specified source and amount of match funding and public benefit resulting from the project.
3. Assurance that Community Development Block Grant funds will be expended exclusively for the purposes specified in the application and that in the event the project is not completed all grant funds will be returned to the state. **If there is a sub-recipient of these grant funds they must also stipulate to this provision.**

\_\_\_\_\_  
Signature (Mayor/County Commissioner)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of City/Town/County

If applicable:

\_\_\_\_\_  
Signature (Subapplicant )

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Organization

**Preliminary Regional Comments:**

The WBC Regional Director must provide an overview of the project and address any concerns he or she may have. If there are concerns, the applicant is urged to address them as soon as possible before submitting the application. (Note: these comments are preliminary and the Regional Director will have an opportunity to revise them during the recommendation process.)

\_\_\_\_\_  
**WBC Regional Director's Signature**

\_\_\_\_\_  
**Date**

**INTRODUCTION: COMMUNITY DEVELOPMENT PROJECTS**

**Purpose** The primary intent of these federal Community Development Block Grant (CDBG) grants is to provide funding to local governments to pay for Community or Economic Development activities.

**Rules** Rules governing this CDGB Grant Program are available in the “Community Assistance” section of the Wyoming Business Council (WBC) website, [www.wyomingbusiness.org](http://www.wyomingbusiness.org).

**National Objective** One of three national objectives must be met to qualify. See Rules Chapter 1, Section 3.

**Eligibility** Incorporated cities, towns and counties may apply.

**Funds** The maximum grant amounts are as follows:

Handicapped Accessibility	\$300,000
Community Facilities	\$500,000
Public Infrastructure	\$500,000
Econ. Dev. Infrastructure	\$500,000
Downtown Development	\$500,000
Housing Facility	\$500,000
Housing Infrastructure	\$500,000

Projects that indicate financial support from other sources will be given preference over those that have no other source of financing. See the rules for full details.

**Due Date** The WBC will accept applications but recommendations and decisions are subject to WBC Board meeting schedules. Please consult the WBC website for current meeting and application deadline dates.

**Review** The review process includes an initial WBC staff screening, site visit and recommendation to WBC Board. The WBC Board will make the final determination. Applicants will be notified of all meetings. Timing of the approval process will depend on when the application is received and WBC Board meeting schedules. Costs may not be incurred prior to an approved environmental review and a fully executed grant agreement has been returned to grantee, typically 3-6 months after a WBC decision.

**Submissions** Applicants shall provide one copy of the completed application to the WBC Regional Director two weeks prior to submission. One hard copy and one digital copy of the completed application must be submitted to the WBC staff in Cheyenne. Applications must be submitted on 8 ½ X 11” format with all application information and attachments clearly labeled or tabbed.

**Contact Information** Sandy Quinlan, CDBG Program Manager  
Wyoming Business Council  
214 W. 15<sup>th</sup> Street  
Cheyenne, WY 82002  
Phone: (307) 777-2825 Fax: (307) 777-2838  
Email: [sandy.quinlan@wyo.gov](mailto:sandy.quinlan@wyo.gov)

**NOTE: If your application is successful, the person responsible for grant management will be required to attend training regarding grant requirements. The level of training required will be at the discretion of the program manager.**

Converse, Niobrara and Natrona Counties	Big Horn, Hot Springs, Park and Washakie Counties	Campbell, Crook, Sheridan, Johnson and Weston Counties
<p>Kim Rightmer East Central Regional Director 300 South Wolcott, Ste 300 Casper, WY 82601</p> <p>Tel: 307.577.6012, Fax: 307.577.6032, Cell: 307.287.2309 Email: <a href="mailto:kim.rightmer@wyo.gov">kim.rightmer@wyo.gov</a></p>	<p>Leah Bruscano Northwest Regional Director 143 South Bent, Ste B Powell, WY 82435</p> <p>Tel: 307.754.5785 Fax: 307.754.0368 Cell: 307-421-0140 Email: <a href="mailto:leah.bruscano@wyo.gov">leah.bruscano@wyo.gov</a></p>	<p>Dave Spencer Northeast Regional Director 201 West Lakeway, Ste.1004 Gillette, WY 82718</p> <p>Tel: 307.685.0283 Fax: 307.686.7268 Cell: 307-689-1320 Email: <a href="mailto:dave.spencer@wyo.gov">dave.spencer@wyo.gov</a></p>
Sweetwater and Carbon Counties	Fremont and Teton Counties	Albany, Goshen, Platte and Laramie Counties
<p>Pat Robbins South Central Regional Director 1400 Dewar Drive, Ste 208A Rock Springs, WY 82901</p> <p>Tel: 307.382.3163 Fax: 307.382.3217 Cell: 307-389-0867 Email: <a href="mailto:pat.robbins@wyo.gov">pat.robbins@wyo.gov</a></p>	<p>Roger Bower West Central Regional Director 213 West Main Street, Ste B Riverton, WY 82501</p> <p>Tel: 307.857.1155 Fax: 307.857.0873 Cell: 307-851-0908 Email: <a href="mailto:roger.bower@wyo.gov">roger.bower@wyo.gov</a></p>	<p>Tom Johnson Southeast Regional Director 1938 E. Harney Street Laramie, WY 82072</p> <p>Tel: 307.776.5357 Fax: 307.222.0532 Cell: 307-631-9275 Email: <a href="mailto:tom.johnson1@wyo.gov">tom.johnson1@wyo.gov</a></p>
Sublette, Lincoln and Uinta Counties	<b>Send 2 hard copies and 1 digital copy</b> of completed applications to:	
<p>Elaina Zempel Southwest Regional Director 1100 Pine Avenue , Ste 3F Kemmerer, WY 83101</p> <p>Tel: 307.877-2203 Fax: 888.507.4482 Cell: 307-723-1510 Email: <a href="mailto:e.z@wyo.gov">e.z@wyo.gov</a></p>	<p>Sandy Quinlan CDBG- Program Manager Wyoming Business Council 214 W. 15<sup>th</sup> Street Cheyenne, WY 82002 Phone: (307) 777-2825 Fax: (307) 777-2838 Email: <a href="mailto:sandy.quinlan@wyo.gov">sandy.quinlan@wyo.gov</a></p>	

## APPLICATION CHECKLIST AND INSTRUCTIONS

- Consult with WBC Regional Director.** Your WBC Regional Director will assist you with project development and application preparation. You must provide a copy of the application to the Regional Director two weeks prior to the date of submission. They will certify that he or she was consulted during the application process. **THIS IS A REQUIREMENT OF SUBMISSION. IF YOU DO NOT PROVIDE A COPY TO YOUR REGIONAL DIRECTOR TWO WEEKS PRIOR AND OBTAIN THEIR SIGNATURE YOUR APPLICATION WILL NOT BE COMPLETE AND WILL NOT BE ACCEPTED.**

Regional Director contact information is listed on the previous page and can also be found on the WBC website under “Contacts.”

- Secure Local Match.** If there will be funds to match the CDBG funds, they should be confirmed by the time of the application submission. If they are from a third party, (entities other than local government grantee) include letter(s) of commitment with application.

- Attach Certification of Applicant.** The chief elected official’s certification of compliance with Title I Housing and Community Act of 1974, CDBG rules and regulations. **(Read Appendix A to this Application before completing)**, the citizen participation process and project completion requirements.

- Complete and sign HUD Form 2880 which can be found at the following link: <http://portal.hud.gov/hudportal/documents/huddoc?id=2880.pdf>

- Citizen Participation** An applicant is required to solicit citizen input through a public hearing before submission of an application. For the purposes of this program **seven (7)** days is the minimum period for notification of a hearing date. Attach public hearing notice, an affidavit of publication or posting and certified/signed public hearing minutes. Include a summary of public comments.

- Attach Resolution of Support and accompanying minutes.** After a public hearing is held, the applicant must pass a resolution of support. The resolution should state, at a minimum:
- the grant type, amount of grant request and nature of the project
  - specified source and amount of match funding
  - public benefit resulting from the project

- Applicant and Sub-Applicant Development Agreement.** For projects that include a sub-recipient, a draft agreement between the local government and sub-recipient must be received by the WBC with the application. If the application is successful, a formal agreement must be received by the WBC before funds are released. Contact the CDBG Program Manager for more information.

For housing projects that include the services of a housing developer, a draft developer agreement must be received by the WBC with the application. If the application is successful, a formal agreement must be received by the WBC before funds are released. Contact the CDBG Program Manager for more information.

- Organization Standing with the Secretary of State's office.** If this application is being sponsored by local government on behalf of a non-profit entity, the status of the non-profit organization must be verified through the Secretary of State's office. This information can be obtained online at: <https://wyobiz.wy.gov/Business/FilingSearch.aspx>. Please attach documentation that this standing has been checked. If the organization is not in good standing for any reason, it will bear on the decision to award a grant or not.
  
- System for Award Management (SAM).** Attach evidence of being registered in the SAM. If there is a sub-applicant they must also attach evidence of their SAM registration.
  
- Attach site information.** Include detail accurate cost estimates, a map of the site and if applicable a picture of the proposed project, an explanation of ownership if public infrastructure, building or community facility.
  
- If land or building acquisition is proposed, include a market assessment with the application. If the grant is awarded, a certified appraisal will be required. If facility construction or rehabilitation is proposed include preliminary floor plan. **DO NOT EXECUTE A PURCHASE OFFER OR AN OPTION TO PURCHASE WITHOUT CONSULTING THE CDBG STAFF. YOU MAY NOT OBLIGATE THE GRANT FUNDS IN ANY WAY PRIOR TO GRANT AWARD! CONTACT THE WBC.**
  
- Attach Financial Statements & Housing, Strategic or Business Plan** Sub-Applicant non-profit organizations or businesses, as applicable, please attach your three prior years financial statements, tax returns **and** current business plan.
  
- Consult with the State Historic Preservation Office (SHPO)** Applicants must inform the SHPO of the project they would undertake with grant funds if awarded. This provision does not require the applicant to receive SHPO clearance prior to submitting an application, but rather is intended to inform the applicant of the SHPO procedures that will be required if a grant award is made. A sample letter to the SHPO is available on the WBC website.

**NOTE: We reserve the right to request additional information as part of our application review process.**

All questions Section II through V must be fully answered as they apply to your project.

**SECTION II: PROJECT INFORMATION**

**1. PROJECT DESCRIPTION.** Provide a description of the proposed project.

This application to the Wyoming Business Council through the City of Cody for a Community Development Block Grant (CDBG), is to provide funding to complete installation of infrastructure in an affordable housing subdivision currently being built in Cody, Wyoming by Mountain Spirit Habitat for Humanity, Inc. (MSHFH). The infrastructure includes 639 linear feet of 6" PVC Class 150 Pipe, 3-6" valves, 2 hydrants, 466 linear feet of 8" sewer pipe, 2 sanitary sewer manholes, 1000 linear feet shallow utilities, excavation of 1550 cubic yards, 737 cubic yards of pit run base, 5158 cubic yards of crushed base, 541 tons of Hot Plant Mix Type II (3/4"), 70 tons of AC PG 58-28, 1810 linear feet of curb and gutter, 7240 square feet of sidewalks, 6 ADA wheel chair ramps, electrical fees, water tap fees, 715 linear feet 15" PVC Canal drainage pipe, 2 storm drainage basins and 80 linear feet of storm drainage pipe 15" RCP.

The biggest hurdle faced by Mountain Spirit in tackling its goal to eliminate substandard housing in Park County has proven to be the rising cost of land and the lack of affordable building sites. Phases I and II including all infrastructure and 8 homes are completed. The remaining Phases III and IV will include the infrastructure for an additional 18 lots in the development. Before homes can be constructed, the infrastructure must be installed, which is what this grant request will fund.

The subdivision, Mountain Spirit Addition, was approved June 6, 2006. The City of Cody has been extremely supportive of this project, as evidenced by its sponsorship of this grant request.

**2. PUBLIC BENEFIT.**

Describe the public benefits of the proposed project. Include the value of the project to the community and how it promotes community and/or economic development.

MSHFH was established in 1998, and since inception has built 16 homes in partnership with the families who become homeowners, and about 2,500 volunteers each year. In May of 2004, MSHFH received a gift of \$120,000 that allowed for the purchase 6 acres of land inside the City of Cody. The affiliate successfully launched Mountain Spirit Addition, its first subdivision, which will house 26 low-income families upon completion. Phases I and II were completed in 2010 and consists of 8 homes. Infrastructure needed to start construction on the remaining 18 homes is the subject of this funding request.

MSHFH's mission is to build affordable houses and then sell them to Park County residents who make 30% to 60% of the county median income. To make homes affordable to this group, Habitat builds homes of modest size, makes extensive use of volunteer labor and donated building materials, and provides zero interest mortgages. Without Habitat's unique construction and financing system, the people in this income range could seldom experience the American dream of home ownership.

Throughout the United States and around the world millions of hard working families struggle to survive amidst deplorable, often inhumane living conditions. Habitat for Humanity believes these indecent conditions are unacceptable. Habitat for Humanity works in partnership with people in need to build and renovate simple, decent affordable housing. Habitat seeks to build lives as well as houses. Through the homes we build, hope is restored and lives are changes, as the devastating cycle of poverty is broken.

**A hand up, not a hand out** – Habitat for Humanity is not a “give-away” program. Partner families invest hundreds of hours of their own labor or “sweat equity” into building their home and the homes of others. Homes are sold with a no-interest mortgage. Funding comes from tax-deductible donations of money and materials. Volunteers provide much of the construction labor, working alongside partner families. Habitat provides an option for low and very-low income families who are otherwise not able to afford a simple decent home of their own and to achieve self-sufficiency.

**Building community through partnership**-Habitat builds communities by developing partnerships among diverse individuals and groups that help revitalize neighborhoods. Individuals, churches, businesses, foundations and organizations join together to eliminate substandard housing. Homeowners, volunteers and donors all become partners in the work of building houses and building lives. Our affiliate directs and controls our local Habitat building projects. Our affiliate operates with a board of directors and is responsible for fundraising, family selection, house construction, selecting appropriate construction sites, recruiting and managing volunteers, marketing and administration.

**3. BENEFICIARIES.** This information will become a part of the grant agreement. (This generally applies to non-profit organizations or government services.)

- a. Provide the number of verifiable, unduplicated beneficiaries of this activity during the most recent program year and how many additional people will benefit upon completion of this project. Please indicate how these numbers were obtained or derived.

To date, 8 families are the beneficiaries of the infrastructure development of Phases I and II. Eight homes were built in partnership with 8 families that were of low to moderate income. Eighteen more low to moderate income families will become the beneficiaries of an affordable, decent home within the Mountain Spirit Addition Subdivision once the infrastructure is completed and in place. The numbers were taken from actual construction and completion of homes within the Mountain Spirit Addition Subdivision Phase I and the Subdivision plat and plan for future development.

- b. Describe the characteristics of the population to be served (i.e. youth, seniors, persons with disabilities, etc.).

100% of the funds will be used to assist low and moderate income households in Park County, Wyoming.

4. Please state the national and project objective and outcome that best describes what will be accomplished by carrying out this activity.

a. **NATIONAL OBJECTIVE.**

Which one national objective below will be met through completion of this project? (see Rules, Chapter 1, Section 3) *This objective typically requires verifiable documentation; see your Regional Director for assistance.*

- Benefit low and moderate income persons
- Aid in the prevention or elimination of slums or blight
- Activity designed to meet community development need having a particular urgency

b. **PROJECT OBJECTIVE.** Which one objective will be met?

- Suitable Living Environment (Activities that benefit communities/families/individuals by addressing issues in their living environment)
- Decent Housing (Housing activities that meet individual family or community needs; should not be used for activities where housing is an element of a larger effort)
- Economic Opportunity (Activities related to economic development, commercial revitalization, and job creation)

c. **PROJECT OUTCOME.** Which one outcome will be met?

- Availability/Accessibility (Activities that make services, infrastructure, housing, and shelter available and accessible. Note that accessibility does not only refer to physical barriers)
- Affordability (Activities that provide affordability in a variety of ways. It can include creation or maintenance of affordable housing, basic infrastructure hookups, or services such as transportation or daycare)
- Sustainability (Activities that promote livable or viable communities and neighborhoods by providing services or by reviving slums or blighted areas)

5. **PREVIOUS ACTION** What previous actions have been taken and what efforts have been made to solve this problem? What other funding sources exist for this project?

This development has received widespread support in Park County. The money was donated for the purchase of the land (\$120,000) and a house was donated (valued at \$50,000) which was moved onto the site and was remodeled and added on to for the family resource center. In order to allow MSHFH to build more homes and continue its operations, the Family Resource Center was sold.

Previous efforts to deal with the problem of affordable housing have resulted in the construction of 16 homes to date by MSHFH-6 in Powell, WY and 10 in Cody, WY.

**6. INTEGRATED EFFORT.**

- a. How does this project combine with other programs or financial resources to solve this problem?

MSHFH works with a variety of agencies, programs and individuals throughout Park County. The following is a partial list of these collaborations: Northwest College in Powell; Wyoming-Building Trades Program; Forward Cody, an economic development group that has currently partnered with us in the community to develop affordable/attainable housing in Park County; The Boys and Girls Club of Park County; the City of Cody; the City of Powell; Northern DDSP; Park County Drug Court; Park County School Districts; Bright Futures Mentoring; Equipoise Fund; Marathon Oil; and Cody and Powell Ministerial Associations.

Our List of Volunteers includes:

- Northwest College Groups including Campus Voice, Phi Theta Kappa and other clubs have worked on our job sites numerous times. They regularly call the MSHFH office to see where we are on our current construction efforts and where they might be able to assist.
- Churches that regularly volunteer include: United Methodist Church, Trinity Lutheran Church, Cody CMA, Cody Four Square, Christ Episcopal Church, LDS Wards 1, 2 and 3, First Presbyterian Church - Cody, Presbyterian Church-Powell, St. Barbara's Catholic Church, and Victory Fellowship Church.
- Community Service opportunity through our Park County Court System for those on parole or probation.
- Civic organizations such as the Cody Optimist Club, Knights of Columbus, and others have all helped build on our job sites.
- All of our local banks including Wells Fargo, Bank of the West, Pinnacle and First Bank of Wyoming have all sent work crews. These are just to name a few.

MSHFH is fortunate to have a number of corporate sponsors who partner with us to provide discounted or donated items for the construction of our homes. Due to this generosity we are able to keep the cost of our homes affordable to our partner families. Some of these sponsors are: Whirlpool Corporation (appliances); Dow Corning (insulation); Andersen Windows; Larsen Doors; and Yale Locks.

MSHFH also enjoys a number of relationships with local vendors and contractors who help with our building efforts. We partner with these businesses and individuals on almost all our houses. Some donate their expertise and labor; some provide them at a reduced cost. We greatly appreciate their partnership and feel their participation is key to our success in our mission. Our partner list includes: Energy West; Pro Build; Bloedorn Lumber-Powell and Cody; Lights "N" Such; Wal Mart; Rimrock Tire, Ace Hardware; Smooth Edge; Pizza Hut; Papa Murphy's; and the Breadboard.

Finally, MSHFH strives to purchase 100% of our building materials within Park County, keeping the dollars in Park County. We let out bid sheets for competitive material prices. We work to keep the business competitive and evenly dispersed among our local vendors, and as a result we have very good working relationships with these local businesses. Due to this practice we feel we are appreciated for our efforts by our local businesses.

- b. For Downtown Development Applications: Does a downtown organization exist that is actively involved in the promotion of the downtown? If so, describe the nature and function of this organization.

**7. STATE HISTORIC PRESERVATION OFFICE** Provide verifiable evidence that the State Historic Preservation Office was contacted, (all applicants must consult SHPO) consulted and the results of that consultation. (See Rules Chapter 1, Section 13).

**See Attached Correspondence**

**8. PREVIOUS GRANT ADMINISTRATION.**

a) Describe previous grant management experience of applicant and sub-applicant, as applicable.

The City of Cody has previously sponsored or has been the applicant for a CDBG grant through the Wyoming Community Development Authority for earlier phases of the Mountain Spirit Addition Subdivision. Phase I and II have been completed and all reporting and disbursement of funding has been completed.

In addition, the City of Cody has been the recipient of numerous WBC grants over the past 10 years as well as many State Land and Investment Board Grants. The City of Cody takes pride in complying with all grant requirements and making sure the public money is spent appropriately and in accordance with the expectations of the granting agency.

b) List individually previous CDBG grant awards, during the last three years. Include percentage of project completed and grant funds expended.

For MSHFH – CDBG-R grant awarded \$500,000 for ReStore in Powell, WY. Project is 100% complete and \$500,000 in grant funds were expended.

For the City of Cody the following CDBG grants have been awarded:

- Planning Only Grant – Cody Land Development Corporation – The project is 100% complete and the grant funds expended were \$25,000 and the total project was \$34,200.
- Auditorium ADA Improvements Grant – This project is 100% complete and the total project cost was \$148,261.
- Planning Only Grant – This project is 58% complete at this time. To date, \$36,254 of the \$50,000 has been spent. The total project cost is \$62,500.

**9. COMMUNITY DEVELOPMENT PLANS.** How is this project consistent with your community's long range community and economic development plan?  
  
**See Attachment "Community Development Plans and Problem to be Resolved."**

**10. SITE CONTROL INFORMATION.**

<input checked="" type="checkbox"/> <b>Owned</b>	<b>Expiration Date</b>
<input type="checkbox"/> <b>Optioned</b>	_____
<input type="checkbox"/> <b>Leased</b>	_____
<input type="checkbox"/> <b>Other (Explain)</b>	

If this project involves acquisition of a site or a building, please attach a copy of a market analysis, if grant is awarded a certified appraisal must be completed.

**11. ZONING.** Please discuss the site zoning as well as any relevant ordinances or covenants.

This subdivision is zoned residential. Phases I and II consisting of 8 single family homes have already been completed and are occupied. The subdivision has its own covenants and a copy is attached herewith.

**12. UTILITIES.** Are utilities available and appropriate size for the site? Who is responsible for the payment of any applicable fees (i.e. tap fees)?

The installation of the infrastructure is the subject of this grant request. The tap fees are included in the cost of building the home and are figured into the sales price.

**10. TIMELINE/IMPLEMENTATION SCHEDULE.**

<b>Project Start Up</b>	<b>Anticipated Completion Date</b>
<b>Site Acquisition</b>	<b>Completed</b>
<b>Zoning</b>	<b>Completed</b>
<b>Infrastructure Available</b>	<b>September 2013</b>
<b>Environmental Review</b>	<b>June 2013</b>
<b>Advertise Architect/Engineer</b>	<b>July 2013</b>
<b>Design Completion</b>	<b>September 2013</b>
<b>Advertise for Construction Bids</b>	<b>September 2013</b>
<b>Construction Bid Award</b>	<b>October 2013</b>
<b>Building Permits</b>	<b>November 2013</b>
<b>Other</b>	_____
<b>Other</b>	_____
<b>Project Activities</b>	
<b>Pre-Construction Conference</b>	<b>October 2013</b>
<b>Notice to Proceed</b>	<b>October 2013</b>
<b>Begin Construction</b>	<b>November 2013</b>
<b>Complete Construction</b>	<b>April 2013</b>
<b>Final Inspection/Certif. of Occupancy</b>	<b>April 2013</b>
<b>Close-Out</b>	<b>April 2013</b>

**SECTION III: BENEFITTING NON-PROFIT OR BUSINESS INFORMATION**

<b>1. Contact information</b>	
Business Name:	Mountain Spirit Habitat for Humanity
Contact Person:	Camera Clifton
Mailing Address:	PO Box 1226 Cody, WY 82414
Phone:	307-254-7005
Fax:	866-750-6542
Email:	edirector@mshfh.org
<b>2. Provide a brief history of the organization or business and how long they have been in operation.</b>	
<p>Mountain Spirit Habitat for Humanity is an affiliate of Habitat for Humanity International, an ecumenical, non-denominational, nonprofit home building organization with more than 2000 affiliates in 117 countries. Mountain Spirit Habitat for Humanity is a nonprofit 501 c (3) corporation seeking to eliminate substandard housing for low-income people in Park County Wyoming. We strive to create thriving communities that support healthy families. MSHFH was established in 1998, and since inception has built 16 homes in partnership with the families who become homeowners, and about 2,500 volunteers each year. In May of 2004 MSHFH received a gift of \$120,000 that allowed for the purchase of 6 acres of land inside the City of Cody. The affiliate successfully launched Mountain Spirit Addition, its first subdivision, and has completed phase I and II which consists of 8 homes. Upon completion, the Subdivision will house in total, 26 low-income families. Due to this planned growth CDBG-R funds were applied for and received to build a ReStore. The ReStore has been opened since April 2011 and has provided a sustainable source of funds to run day to day operations and contributed funding towards the construction of our 16<sup>th</sup> home built in Powell, Wyoming.</p>	

3. Describe the business/organization service and mission. Regarding long term plans, what role does this project play?

Mountain Spirit Habitat for Humanity is a nonprofit 501 (c)(3) corporation seeking to eliminate substandard housing for low-income people in the Big Hom Basin. We strive to create thriving communities that support healthy families. MSHFH works towards the elimination of substandard housing in Park County through the following goals:

**Diversified Funding:** Develop diversified sources of funds, in-kind donations, services and other resources.

**Strategic Partnerships:** Develop community and county partnerships and develop statewide collaborations to create opportunities for our local affiliate.

**Public Relations:** Develop, promote and coordinate activities to increase public awareness of Habitat's work in Park County.

**Communications:** Facilitate networking and sharing of information and other resources with and among other local organizations working toward common ends.

MSHFH homes are constructed for our chosen "partner families" who are required to contribute 500 hours of "sweat equity" toward the construction effort. Chosen families are referred to as our "partners" because we agree to be "partners" in the building of their homes. And as with many partnerships there is labor involved to achieve a goal. Literally with our partnership we agree to work together, thus the "sweat equity" program. This "sweat equity" can be achieved in a variety of ways since our partner families have a variety of skills. We have had homeowners in the past who were disabled and still were able to contribute the required hours. Not every homeowner will be skilled at swinging a hammer. Sweat Equity hours can be logged working in our office, babysitting for other job site workers, making or delivering a lunch for construction crews, maintaining necessary job site liability records, etc. An effective Volunteer Coordinator will always be able to find a job for a partner family member or a volunteer new to the MSHFH mission and organization.

MSHFH homes are sold to the MSHFH chosen "partner family" at 0% interest for the cost of the construction of the home only. Most of the labor on a MSHFH house is volunteer, though licensed contractors are required by local ordinances. Volunteer labor, donated building supplies and services, trades program laborers and reduced fees from the local jurisdiction and corporate sponsorship all work towards keeping our costs reasonable for the "partner family." The average cost of a MSHFH home in 2010 was approximately \$100,000.

To qualify for a MSHFH home, families must be low-income and unable to qualify for conventional and non-conventional financing. Families must also be living in substandard housing. Families chosen as partner families must be 50% of or below the median income for Park County Wyoming (HUD Median income for 2012 is \$58,900). MSHFH's criteria for selecting potential homeowners are based on:

- The family's need for adequate shelter.
- The family's ability to repay the loan.
- The family's willingness to partner with MSHFH.

After a home has been built, sweat equity is completed and the family has moved in, MSHFH continues to work with the family. Keeping in mind that this new MSHFH partner family has not previously experienced the responsibility for home ownership before. Almost 100% of our partner families are first time homeowners. MSHFH is very committed to helping the partner family understand and follow the mortgage agreement, adhering to the regular mortgage payment, maintenance and upkeep, etc. MSHFH believes that this investment of time and education makes for a more educated and cooperative homeowner and a future advocate for the benefits of our organization to other future partner families.

**4. List the principals involved in this project. See attachment "Principals."**

4. What will the business/organization investment be if this project is implemented?

The financial investment of \$186,375.06 for infrastructure and approximately \$1.8 million for home construction.

5. Why is public funding necessary for this project?

In order to build more affordable homes for the community, MSHFH is applying for public funding. MSHFH's current funding streams are restricted to home building activities and not available for subdivision infrastructure development.

**Please attach three years of financial statements (balance sheets and profit and loss statements), tax returns and the current business plan.**

**SECTION IV: FOR APPLICATIONS PROPOSING TO CREATE JOBS (DOWNTOWN DEVELOPMENT OR ECONOMIC DEVELOPMENT INFRASTRUCTURE APPLICATIONS):**

- Jobs must be expressed in Full Time Equivalent (FTEs).
- Wage data must exclude fringe benefits.
- Retained jobs are defined as jobs that would otherwise be lost to the state if the business were to cease operations or move from Wyoming.)
- Do not include the business owners in the calculations as owners are not typically salaried employees.

Year One				
	Jobs Retained	New Jobs	Average Annual Wage	Level of Education Required
Mgmt/Admin				
Technical Professional				
Office/Clerical				
Sales				
Skilled Crafts				
Other				
<b>Total for Year One</b>				
Year Two				
	Original Retained Jobs & Jobs Created Year One	New Jobs Created in Year 2	Average Annual Wage	Level of Education Required
Mgmt/Admin				
Technical Professional				
Office/Clerical				
Sales				
Skilled Crafts				
Other				
<b>Total for Year Two</b>				
Year Three				
	Original Retained Jobs & Jobs Created Years One & Two	New Jobs Created in Year 3	Average Annual Wage	Level of Education Required
Mgmt/Admin				
Technical Professional				
Office/Clerical				
Sales				
Skilled Crafts				
Other				
<b>Total for Year Three</b>				

<b>JOB CREATION (CONTINUED):</b>
1. Of the total number of jobs created, what percentage will be available to low to moderate income individuals?
2. Will the jobs created or retained be primary jobs (above the current average wage) and / or aid in the diversification of Wyoming's economy?
3. How does the availability of the local labor force and the community's demographics compare to the demand for labor should this project be successful? Explain any strategies to overcome workforce issues and how jobs will be made available to low to moderate income persons.
4. Please attach a statement from the business certifying that at least 51% of jobs created will be available to low to moderate income individuals and certifying their commitment to the proposed relocation or expansion.
5. Please attach descriptions of the positions that will be created including any education and experience minimum requirements.

**SECTION V: FOR HOUSING APPLICATIONS (COMMUNITY FACILITY OR PUBLIC INFRASTRUCTURE which includes facilities for limited clientele, seniors, disabled, or infrastructure to housing which will serve special populations including low to moderate income families. This does NOT include new housing construction funding.**

Classification:  Single Family (1-4 units)  Multi-Family (5 or more units)

Type of project:  Rental  Group Home/Shelter  
 Other (specify) \_\_\_\_\_ Low-moderate income housing \_\_\_\_\_

Project Activity:  New Construction  Acquisition\*  
 Infrastructure  Other

Will this project result in any persons being displaced or relocated? No

If yes, do you have an anti-displacement and relocation plan? N/A

**Please include housing development plan and financial information. (If this information is provided under Section III there is no need to duplicate.)**

\*If project involves land or building acquisition a market assessment must be included with the application. If the grant is awarded, a formal appraisal will be required.

**TYPE OF UNITS**

**# OF UNITS**

Single Family Homes

18

Apartments

Single Room Occupancy (SRO) Units

Other (specify) \_\_\_\_\_

Other (specify) \_\_\_\_\_

**TOTAL UNITS**

18

**PART I**

**PROJECT USES**

18

**TOTAL NUMBER OF BUILDINGS**

Square Footage

# of Units

n/a

18
18

LOW INCOME UNITS

MARKET UNITS

COMMERCIAL SPACE

COMMON SPACE (Mgr Unit)

COMMON SPACE (Other)

**TOTAL**

100

Low Income Percentage

Percentage = (low income units / (low income units + market units + commercial space))

**PART II**

**PROJECT BENEFICIARIES**

18
18

# UNITS WILL SERVE 0% -30% OF THE AREA MEDIAN INCOME

# UNITS WILL SERVE 31% -50% OF THE AREA MEDIAN INCOME

# UNITS WILL SERVE 51% -60% OF THE AREA MEDIAN INCOME

# UNITS WILL SERVE 61% -80% OF THE AREA MEDIAN INCOME

# UNITS WILL SERVE 81% -100% OF THE AREA MEDIAN INCOME

# UNITS WILL SERVE MARKET RATE INCOME

**TOTAL # OF UNITS**

**PART III**

**TARGETING OF UNITS/NUMBER OF UNITS**

(Specify number of units for each applicable category)

18	Exceeding Fair Housing Standards		Elderly		Other _____
	Family (2+ Bedroom)		Disabled		Other _____
	Units Meeting Section 504 Accessibility Standards (required minimum for federally assisted housing)				

**PART IV**

**LOW-INCOME COMPLIANCE PERIOD**

This project will remain low-income with the occupancy described above for: 10-30 years

Will the project have tenant-based or project-based rental assistance?  YES\*  NO

\*If yes, provide details as outlined in instructions:



**SECTION VI: BUDGET INFORMATION**

**PART B – PROJECT COSTS/FUNDING USES**

**Some projects are more complex than others. Please complete all items that are applicable to your project.**

	SOURCE:	SOURCE:	SOURCE:	SOURCE:	SOURCE:	SOURCE:	TOTAL PROJECT BUDGET
	CDBG - WBC	MSHFH					
<b>LAND/ BLDG./ACQUISITION</b>							
Land		\$58,170.00					
Existing Structure							
Demolition							
Other							
<b>TOTAL LAND &amp; BUILDING COSTS</b>		\$58,170.00					
<b>SITE WORK</b>							
Site Work							
Off-Site Improvement							
Environmental							
Other							
<b>TOTAL SITE WORK COSTS</b>							
<b>CONSTRUCTION AND REHAB</b>							
New Building							
Rehabilitation							
Accessory Structures							
General Requirements	\$493,696.92						
Contractor Overhead							
Contractor Profit							
Construction Contingency		\$24,684.85					
Other – Project Administration		\$30,000.00					
Other – Level 1 Environmental Review		\$1,000.00					
<b>TOTAL REHAB &amp; CONST. COSTS</b>	\$493,696.92	\$55,684.85					
<b>SUBTOTAL</b>	\$493,696.92	\$113,854.85					

**SECTION VI: BUDGET INFORMATION**

**PART B – PROJECT COSTS/FUNDING USES (CONT.)**

<b>PROFESSIONAL WORK &amp; FEES</b>	SOURCE: CDBG – WBC	SOURCE: MSHFH	SOURCE:	SOURCE:	SOURCE:	SOURCE:	TOTAL PROJECT BUDGET
Architect Design							
Architect Supervision							
Attorney, Real Estate							
Consultant/Agent							
Engineer/Surveyor	\$6,303.08	\$43,066.61					
Other							
Other							
<b>TOTAL PROF. WORK &amp; FEES</b>	\$6,303.08	\$43,066.61					
<b>CONSTRUCTION/INTERIM FEES</b>							
Hazard & Liability Insurance							
Credit Report							
Construction Interest							
Origination Points							
Discount Points							
Inspection Fees							
Title & Recording							
Legal Fees							
Taxes							
Other							
Other							
<b>TOTAL CONST. INTERIM FEES</b>							
<b>PERMANENT FINANCING FEES</b>							
Credit Report							
Discount Points							
Origination Fees							
Title and Recording							
Legal Fees							
Prepaid MIP							
Other							
Other							
<b>TOTAL FINANCING FEES</b>							
<b>SUBTOTAL</b>	\$6,303.08	\$43,066.61					

## SECTION VI: BUDGET INFORMATION

### PART B – PROJECT COSTS/FUNDING USES (CONT.)

<b>SOFT COSTS</b>	SOURCE: CDBG – WBC	SOURCE: MSHFH	SOURCE:	SOURCE:	SOURCE:	SOURCE:	TOTAL PROJECT BUDGET
Feasibility Appraisal							
Market Study							
Environmental Study							
Tax Credit Fees							
Cost Certification							
Other – Supportive Services		\$6,413.60					
Other – Personnel Services		\$23,040.00					
<b>TOTAL SOFT COSTS</b>		<b>\$29,453.60</b>					
<b>SYNDICATION COSTS</b>							
Organizational (Partnership)							
Bridge Loan Fees & Expenses							
Tax Opinion							
Other							
<b>TOTAL SYNDICATION COSTS</b>							
<b>DEVELOPER'S FEES</b>							
Developer's Overhead							
Developer's Fees							
Consultant Fee							
Other							
<b>TOTAL DEVELOPER'S FEES</b>							
<b>PROJECT RESERVES</b>							
Rent-Up Reserve							
Operating Reserve							
Replacement Reserve							
Escrow							
Other							
<b>TOTAL PROJECT RESERVES</b>							
<b>SUBTOTAL</b>	\$0.00	\$29,453.60					
<b>SUBTOTAL PG. 1</b>	\$493,696.92	\$113,854.85					
<b>SUBTOTAL PG. 2</b>	\$6,303.08	\$43,066.61					
<b>GRAND TOTAL PROJECT COSTS</b>	\$500,000.00	\$186,375.06					

## SECTION IV: BUDGET INFORMATION

### PART C: PROJECTED ANNUAL OPERATIONS AND MAINTENANCE COSTS

Double Click on Spreadsheet to Edit

#### Administrative

Advertising  
Management  
Legal/Partnership/  
Accounting/Audit  
Other  
Total Administrative

#### Maintenance

Decorating  
Repairs  
Exterminating  
Ground Expense  
Snow Removal  
Other  
Total Maintenance

#### Operating

Fuel  
Lighting & Misc Power  
Water/Sewer  
Gas  
Trash Removal  
Payroll/Payroll taxes  
Insurance  
Other  
Total Operating

#### Taxes

Real Estate Taxes  
Other  
Total Taxes

Total Operating Expense  
Annual Replacement Reserves

Grand Total Expenses

Projected Annual Percentage Increase in Operating Expenses

## APPENDIX A

### GENERAL INFORMATION AND SUMMARY OF GRANTEE RESPONSIBILITIES

#### **Responsibility for Grant Administration:**

The local government is responsible for the proper use and administration of the CDBG funds, regardless of any sub-grantee the government may sponsor. Grant agreements are between the state and the local government, and therefore, the local government is the grantee and responsible entity.

#### **Release of Funds:**

Prospective applicants and grant recipients should take special note that in all cases per 24 CFR Part 58.22(a-d) CDBG funds and non-CDBG funds cannot be obligated or expended until the environmental review process has been completed and accepted by the Wyoming Business Council (WBC). 24 CFR Part 58.22(a-d) reads:

- (a) *Neither a recipient nor any participant in the development process including public or private nonprofit or for-profit entities, or any of their contractors may commit HUD assistance under a program listed in Section 58.1(b) on an activity or project until HUD or the state has approved the recipient's RROF and the related certification from the responsible entity. In addition until the RROF and the related certification have been approved neither a recipient nor any participant in the development process may commit non-HUD funds on or undertake an activity or project under a program listed in Section 58.1(b) if the activity or project would have an adverse environmental impact or limit the choice of reasonable alternatives.*
- (b) *If a project or activity is exempt under section 58.34 or is categorically excluded (except in extraordinary circumstances) under Section 58.35(b) no RROF is required and the recipient may undertake the activity immediately after the responsible entity has documented its determination as required in Section 58.34(b) and Section 58.35(d), but the recipient must comply with applicable requirements under section 58.6.*
- (c) *If a recipient is considering an application from a prospective sub-recipient or beneficiary and is aware that the prospective sub-recipient or beneficiary is about to take an action within the jurisdiction of the recipient that is prohibited by paragraph (a) of this Section, then the recipient will take appropriate action to ensure that the objectives and procedures of NEPA are achieved.*
- (d) *An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the agreement is subject to a determination by the recipient on the desirability of the property for the project as a result of the completion of the environmental review in accordance with this part and the cost of the option is a nominal portion of the purchase price. There is no constraint on the purchase of an option by third parties that have not been selected for HUD funding, have no responsibility for the environmental review and have no say in the approval or disapproval of the project.*

Until the required environmental review is completed, funds are authorized for release by the Wyoming Business Council, and the formal grant agreement is fully completed, signed and returned to the grantee, funds for the project cannot be committed or expended.

**Funds committed or expended before the signing of a grant agreement will not be eligible for reimbursement. Signing a contract with a consultant, architect/engineer or a construction contractor is considered a commitment of funds.**

**Federal Laws, Rules & Regulations Requirements:**

If selected for funding, a grantee must agree to comply with all applicable federal laws and regulations. The following is a list of the major requirements that apply to projects using CDBG funds. They cover a wide range of issues including environmental impacts, labor standards, financial procedures, and civil rights. Many requirements may affect the cost and complexity of project administration. Therefore, all applicants are advised to understand the responsibility involved in receiving a CDBG grant. Detailed written information concerning these requirements may be obtained from the Wyoming Business Council.

The chief elected official of the grantee or other officer pre-approved by the state consents to or will comply with the following:

- (i) He/she is authorized and consents on behalf of the applicant and her/himself to accept the jurisdiction of the federal courts for enforcement of his responsibilities as such an official.
- (ii) The community development program has been developed to give maximum feasible priority to activities which will benefit low and moderate income families, or aid in the prevention or elimination of slums or blight.
  - (A) The requirement for this certification will not preclude the state from approving a pre-application where the applicant certifies, and the state determines, that all or part of the community development program activities are designed to meet community development needs having a particular urgency as specifically explained in the pre-application.
- (iii) It will consent to prepare an environmental assessment and assume the status of a responsible Federal Official under the National Environmental Policy Act of 1969, insofar as the provisions of such Act apply to the Wyoming Small Communities Block Grant Program; and
- (iv) It will, in connection with its performance of environmental assessments under the National Environmental Policy Act of 1969, comply with Section 106 of the National Historic Preservation Act of 1966 (16 U.S.C.470), Executive Order 11593, and the Preservation of Archaeological and Historical Data Act of 1974 by: (16 U.S.C.469(a)-1, et. seq.) by:
  - (A) Consulting with the State Historic Preservation Officer to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (See 36 CFR Part 800.8) by the proposed activity.

- (v) It will comply with the regulations, policies, guidelines and requirements of the OMB Circular Number A-87, "Cost Principles for State, Local, and Indian Tribal Governments" and 24 CFR Part 85, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments," as they relate to the acceptance and use of Federal funds and will comply with all requirements imposed by the state concerning special requirements of law, program requirements, and other administrative requirements.
- (vi) It will administer and enforce the labor standards requirements set forth in the Davis-Bacon Act, Contract Work Hours and Safety Standards Act, Copeland Anti-kickback Act and regulations issued to implement such requirements.
- (vii) It will comply with the provisions of Executive Order 11988 relating to evaluation of flood hazards and floodplain management; and Executive Order 11990 relating to wetlands protection.
- (viii) It will comply with the flood insurance purchase requirement of Section 102(a) of the Flood Disaster Protection Act of 1973, Pub. L.93-234, after March 2, 1974, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area, that has been identified by the secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.
- (ix) It will pursuant to Public Law 90-480 require every building or facility (other than a privately owned residential structure) designed, constructed or altered with funds provided under this Part to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to and Useable by the Physically Handicapped", Number A-117.1-R 1971, subject to the exceptions contained in CFR 101-19.604. Reference should also be made to accessibility regulations promulgated under the authority of the Americans with Disabilities Act. The applicants will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
- (x) It will comply with:
  - (A) Title VI of the Civil Rights Act of 1964, (Pub.L. 88-352, and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to any discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance.
  - (B) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) and the regulations issued pursuant thereto (24 CFR Part 8), which provides that "No otherwise qualified individual with disabilities in the United States shall solely by reason of his handicap, be excluded from the participation in, be denied the

benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance..."

- (C) If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the property or structure is used for a purpose for which the federal financial assistance is extended, or for other purposes involving the provision of similar services or benefits.
  - (D) Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-184), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services.
- (xi) It will:
- (A) Comply with Title II (Uniform Relocation Assistance) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and HUD implementing regulations at 24 CFR Part 42 and 24 CFR 570.602(a);
  - (B) Provide relocation payments and offer relocation assistance as described in Section 205 of the Uniform Relocation Assistance Act to all persons displaced as a result of acquisition of real property for an activity assisted under the Wyoming CDBG Program. Such payments and assistance shall be provided in a fair and consistent and equitable manner that insures that the relocation process does not result in different or separate treatment of such persons on account of race, color, religion, national origin, sex, or source of income;
  - (C) Assure that, within a reasonable period of time prior to displacement, comparable decent, safe and sanitary replacement dwellings will be available to all displaced families and individuals and that the range of choices available to such persons will not vary on account of their race, color, religion, national origin, sex or source of income.
- (xii) It will comply with the provision of the Hatch Act which limits the political activity of employees.

**RESOLUTION NO. 2013-02**

**A RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION TO THE WYOMING BUSINESS COUNCIL-COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) IN THE AMOUNT OF \$500,000 FOR THE PURPOSE OF INSTALLING INFRASTRUCTURE FOR PHASES 3 AND 4 OF THE MOUNTAIN SPIRIT ADDITION FOR THE MOUNTAIN SPIRIT HABITAT FOR HUMANITY.**

WITNESSETH

**WHEREAS**, the Governing Body for the City of Cody, Wyoming desires to participate in the Wyoming Business Council – Community Development Block Grant (CDBG) Program, and;

**WHEREAS**, the Governing Body of the City of Cody, Wyoming recognizes that this project is a public benefit because it will address and provide much needed low income single family housing to the citizens of Cody, and;

**WHEREAS**, the Wyoming Business Council Community Development Block Grant Program requires that certain criteria be met, as described in the Wyoming Business Council's Rules governing the program, and to the best of our knowledge this application will meet those criteria; and

**WHEREAS**, the Governing Body of the City of Cody, Wyoming plans to match the requested Business Committed Grant Program with funding provided by Mountain Spirit Habitat for Humanity; and

**WHEREAS**, the City of Cody held a public hearing on January 3, 2013 and gave full consideration to all comments received;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING** that a grant application in the amount of \$500,000 be submitted to the Wyoming Business Council for consideration of assistance in funding the costs associated with the installation of infrastructure for this project.

PASSED, APPROVED AND ADOPTED THIS 3<sup>rd</sup> day of January 2013.

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Baker, Administrative Services Officer

CERTIFICATE

I, Cynthia Baker, Administrative Services Officer, hereby certify that the foregoing Resolution was adopted by the City of Cody at a regular meeting held on January 3, 2013, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the minutes of the meeting.

\_\_\_\_\_  
Administrative Services Officer

MEETING DATE: JANUARY 3, 2013  
DEPARTMENT: ADMINISTRATIVE SERVICES  
PREPARED BY: LESLIE BRUMAGE, FINANCE  
OFFICER  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_

## **AGENDA ITEM SUMMARY REPORT**

### **Official Bank Depository Applications**

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

Approve the depository applications and designate Wells Fargo Bank, Big Horn Federal Savings, First Bank of Wyoming, Pinnacle Bank, Bank of the West and US Bank as official depositories for the City of Cody for the calendar year 2013.

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

Per Wyoming State Statute 9-4-806, every bank designated as a depository for funds of the state of Wyoming or any political subdivision thereof, within thirty (30) days following the designation by the state board of deposits or proper governing board, shall furnish to the treasurer of the state of Wyoming or treasurer of the appropriate political subdivision, a certified copy of the resolution adopted by its board of directors.

The City of Cody has received depository applications from the following banks for the 2013 calendar year: Wells Fargo Bank, Big Horn Federal Savings, First Bank of Wyoming, Pinnacle Bank, Bank of the West and US Bank. The City may only deposit funds into banks that have been approved as depositories by the City Council. By being declared an official depository, banks have the opportunity to bid on any banking and investment services and products the City may propose during the year.

#### **FISCAL IMPACT**

None

#### **ALTERNATIVES**

At its discretion the City Council may approve or deny any or all of the depository applications.

#### **ATTACHMENTS**

1. Depository Applications

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

1. None

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

Government & Institutional Banking  
Public Funds Collateral Unit  
333 Market Street 18<sup>th</sup> Floor  
A0119-189  
San Francisco, CA 94105  
[publicfundscollateral@wellsfargo.com](mailto:publicfundscollateral@wellsfargo.com)



December 10, 2012

Leslie Brummage Fina  
City of Cody  
PO Box 2200  
Cody, WY 82414

**RE: APPLICATION FOR DEPOSIT OF PUBLIC FUNDS**

To Whom It May Concern:

Pursuant to the requirements of Wyoming Statutes 1977, Section 9-4-818, formal application is hereby made by Wells Fargo Bank, National Association, a national banking association in the State of Wyoming, to be designated a depository for **City of Cody**.

Wells Fargo is prepared to pledge the following described securities as provided in Wyoming Statutes 1977, Section 9-4-821, to be assigned to and deposited with the Treasurer, **City of Cody**, as security for the safekeeping and prompt payment of all public monies that may be deposited with it by the Treasurer, **City of Cody**, and for the faithful performance of its duties under the law as such depository.

If you need any additional information, please feel free to contact me in Public Funds Collateral Unit at 415-371-3278. Thank you.

Dated this 10 December 2012

Wells Fargo Bank, N.A.

A handwritten signature in black ink that reads "Sheila Lynch".

Sheila Lynch  
Vice President & Manager  
Public Funds Collateral Unit

Wells Fargo Bank, N.A.

Together we'll go far



**WELLS FARGO BANK, NATIONAL ASSOCIATION**

**ASSISTANT SECRETARY'S CERTIFICATE**

I, Hope Armstrong Howe, an Assistant Secretary of Wells Fargo Bank, National Association, a national banking association (the "Bank"), hereby certify as follows:

1. The following is a true and correct extract from resolutions duly adopted by the Board of Directors of the Bank on November 25, 2003, as amended, and no modification, amendment, rescission or revocation of such resolutions has occurred affecting such extract as of the date of this certificate.

**RESOLVED**, that agreements, instruments, or other documents, including amendments and modifications thereto, relating to or affecting the property or business and affairs of the Bank, whether acting for its own account or in a fiduciary or other representative capacity, may be executed in its name by the persons hereinafter authorized;

**FURTHER RESOLVED**, that for the purposes of these resolutions, "Executive Officer" shall mean any person specifically designated as an Executive Officer of the Bank by resolution of the Board of Directors, and "Signing Officer" shall mean the Chairman of the Board, the President, any Senior Executive Vice President, any Executive Vice President, any Senior Vice President, the Treasurer, any Vice President, any Assistant Vice President, any person whose title includes the word "Officer" (e.g., Commercial Banking Officer, Personal Banking Officer, Trust Officer), or any other person whose title has been or is hereafter designated by the Board of Directors as a title for an officer of the Bank, and such officers are hereby authorized to sign agreements, instruments and other documents on behalf of the Bank in accordance with the signing authorities conferred in Parts A, B and C of these resolutions;

\* \* \*

**B. Vice Presidents and Above**

**FURTHER RESOLVED**, that the Chairman, the President, any Senior Executive Vice President, any Executive Vice President, any Senior Vice President and any Vice President, acting alone, may execute on behalf of the Bank:

1. Deeds, leases, assignments, bills of sale, purchase agreements and other instruments of conveyance to purchase, sell, lease or sublease to or from a third party real property, or any interest therein, for the Bank's own account; provided, however, that such agreements, instruments and other documents may also be signed as hereinafter provided with respect to real property acquired by the Bank in connection with collateral for a loan.
2. Bonds of indemnity and powers of attorney; provided, however, that proxies to vote stock in a corporation or to vote other interests in other legal entities and stock and bond powers may also be signed as hereinafter provided.

C. Signing Officers

**FURTHER RESOLVED**, that any Signing Officer, acting alone, may execute on behalf of the Bank, whether acting for its own account or in a fiduciary or other representative capacity:

\* \* \*

14. Agreements, instruments and other documents establishing or relating to any deposit account or the collateralization thereof.

\* \* \*

2. On the date hereof, the following named persons are duly appointed, qualified and are acting officers of the Bank, that their correct titles appear beside their names, and that on said date they are duly authorized to act on behalf of the Bank as set forth in the foregoing resolutions:

**Sheila L. Lynch**  
**Jeana Nguyen**  
**Tatiana Dayers**  
**Mercedita D. Lopez**

**Vice President**  
**Assistant Vice President**  
**Officer**  
**Officer**

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Bank this 27<sup>th</sup> day of November, 2012.



[Seal]

Hope Armstrong Howe  
Assistant Secretary  
Wells Fargo Bank, National Association

\*\*\* Redacted [Indicates portions of the resolution which have been omitted because they are not relevant to the transaction for which this certificate has been requested.]

# Big Horn Federal

Savings Bank

Greybull, Powell, Thermopolis, Cody, Worland and Lovell  
1701 Stampede Avenue, Cody, WY 82414  
Ph. (307) 587-5521 • FAX (307) 527-6163



December 17, 2012

Leslie Brumage, Finance Analyst  
City of Cody  
1338 Rumsey Ave  
Cody, WY 82414

Dear Ms. Brumage:

Big Horn Federal would like to provide our services to you as a public funds depositor. We offer interest-bearing Checking, Super Checking, and other term deposits accounts for those public funds depositors that take advantage of the bidding process.

We can provide safekeeping receipts of government guaranteed securities for the uninsured amount of monies that you bid or otherwise have on deposit. These receipts come directly to you on a timely basis from a third party escrow agent or from the Federal Home Loan Bank of Seattle. Big Horn Federal would act jointly with the depositor any time a change is made to the collateral position. This insures the safety of the depositor and secures the collateral pledge.

Please let this letter serve as our formal request to be designated as a depository for the 2013 fiscal year. A 2013 Board Resolution will follow.

Sincerely,  
Big Horn Federal Savings Bank

Donna Paris  
Operations Officer

P.O. Box 471  
33 North 6th Street  
Greybull, WY 82426  
Ph. (307) 765-4412  
Ph. 1-800-927-7556  
FAX (307) 765-2656  
www.bighornfederal.com

P.O. Box 821  
151 East 1st Street  
Powell, WY 82435  
Ph. (307) 754-9501  
FAX (307) 754-2270  
www.bighornfederal.com

643 Broadway  
Thermopolis, WY 82433  
Ph. (307) 364-2156  
FAX (307) 864-2163  
www.bighornfederal.com

P.O. Box 1239  
1006 Big Horn Avenue  
Worland, WY 82401  
Ph. (307) 347-6196  
FAX (307) 347-2262  
www.bighornfederal.com

P.O. Box 218  
147 East Main Street  
Lovell, WY 82431  
Ph. (307) 548-2703  
FAX (307) 548-6481  
www.bighornfederal.com



APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

November 27, 2012

CITY OF CODY  
ATTN: PUBLIC FUNDS ADMINISTRATOR  
PO BOX 2200  
CODY, WY 82414

Pursuant to the requirements of W.S. 9-4-806, formal application is made by First Bank of Wyoming, Division of Glacier Bank, a corporation organized and existing under the laws of the State of Montana, and having its office and principal place of business in the City of Powell, in the County of Park, in the State of Wyoming, to be designated as Depository. (Indicated amount of deposit desired unlimited.)

The bank offers the following described securities:

U.S. Treasury Securities  
U.S. Agency Securities  
U.S. Agency Pass thru Mortgages  
U.S. Agency Collateralized Mortgages Obligations (CMOs)  
Wyoming Municipal Securities  
FHLB Letters of Credit  
CDARS/ICS

to be assigned to and deposited with, as security for the safekeeping and prompt payment of all public moneys that may be deposited with it by the, and for the faithful performance of its duties under the law as such depository.

By Order of the Board of Directors

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Cashier

BANK DIRECTORS

R.S. Nelson  
Ty Nelson  
Andy Nelson  
Gary Mills  
Barry Johnston  
Brad Bonner  
Tom Fitzsimmons  
Jim Linton  
Dave Reetz  
Colin Simpson  
Jack Turnell

245 E First • P.O. Box 907 • Powell, WY 82435-0907 • (307) 754-2201 • Fax (307) 754-1414

[www.firstbankofwyoming.com](http://www.firstbankofwyoming.com)

Established in 1912

**FIRST BANK OF WYOMING, DIVISION OF GLACIER BANK**  
**CERTIFIED COPY OF CORPORATE RESOLUTIONS**

NOVEMBER 20, 2012

**PLEDGING OF COLLATERAL SECURITY FOR DEPOSIT OF PUBLIC FUNDS**

WHEREAS, it is necessary for First Bank of Wyoming, Division of Glacier Bank to properly secure for all monies deposited in the bank by the Treasurer of State of Wyoming or Treasurer of any public subdivision, hereinafter called the Treasurer; and

WHEREAS, no deposit will be made in the bank by the Treasurer unless the deposit is properly secured, and the giving of proper security is one of the considerations for receiving the deposits; and

WHEREAS, the Treasurer is willing to receive securities designated by the laws of Wyoming as legal collateral security, as security for the deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of First Bank of Wyoming, Division of Glacier Bank that any two of the following named persons, officers of the bank, are authorized and empowered to pledge to the Treasurer of the state or political subdivision securities of this bank which are legal for collateral security for deposit of public funds, and which the Treasurer is willing to accept as collateral security, and in amounts and at the time the Treasurer and bank officers agree upon:

Richard S. Nelson, Board Chairman  
Richard T. Nelson, President  
Gary Mills, Senior Vice President  
Troy Brown, Cashier

BE IT FURTHER RESOLVED that this authority given to the officers of the bank named herein to furnish collateral security to the Treasurer shall be continuing and shall be binding upon the bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, verified copy of which shall be delivered by a representative of the bank to the Treasurer or mailed to the Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to surrender and the right to substitute one piece or lot of collateral for another, provided the Treasurer is willing to make such exchange or substitution.

BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of the bank such collateral pledge agreement in favor of the Treasurer as the Treasurer requires, and any collateral pledge agreement executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of the bank. (Laws 1953, ch. 68.S. 1957, 9-592, W.S. 1977, 9-7-1107; Laws 1982, ch. 62,3.)

This Resolution is effective November 20, 2012.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of First Bank of Wyoming, Division of Glacier Bank this 20<sup>th</sup> day of November, 2012.

BY:



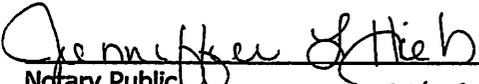
Richard T. Nelson, President

BY:

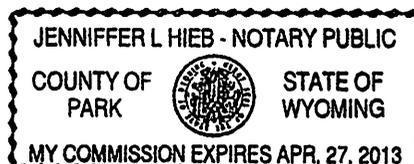


Chris Warner, Corporate Secretary

Sworn and subscribed to before me, a Notary Public, in and for Park County, State of Wyoming this 20<sup>th</sup> day of November, 2012.

  
Notary Public

My commission expires: 04-27-2013





APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

Pinnacle Bank- Wyoming  
For Calendar Year 2013

October 17, 2012

**City of Cody**

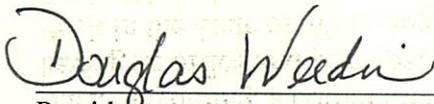
**Attn: Finance Analyst  
PO Box 2200  
Cody, Wyoming 82414**

To Whom It May Concern:

Pursuant to the requirement of W.S. 9-4-818, formal application is made by Pinnacle Bank- Wyoming, a corporation organized and existing under the laws of Wyoming and having its office and principal place of business in the **City of Cody**, in the **County of Park** in the State of Wyoming, to be designated a depository for public funds. Pinnacle Bank- Wyoming agrees to furnish the securities as provided for in Section 9-4-821 to cover public funds as may be deposited by **City of Cody, Cody, Wyoming.**

Furthermore Pinnacle Bank-Wyoming agrees to comply with W.S. 9-4-806.

By order of the Board of Directors  
Pinnacle Bank- Wyoming

  
\_\_\_\_\_  
President



MEMBER FDIC



CERTIFIED COPY OF RESOLUTION OF Pinnacle Bank- Wyoming concerning the pledging of collateral security for deposit of public funds.

WHEREAS, it is necessary for Pinnacle Bank – Wyoming, to properly secure City of Cody, Cody, Wyoming and all public entities within the State, including, but not limited to, those listed in the attached Exhibit "A", for all monies deposited in said bank by the Treasurer of Park County, Cody, Wyoming and other public entities hereinafter called the Treasurer.

WHEREAS, no deposit will be made in said bank by said Treasurer unless said deposit is properly secured, and the giving of proper security is one of the considerations for receiving said deposits; and

WHEREAS, the Treasurer may, when furnished proper security, carry a maximum credit balance with the bank of Unlimited Dollars; and

WHEREAS, the said Treasurer is willing to receive securities designated by laws of Wyoming as legal collateral security as security for such deposit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Pinnacle Bank- Wyoming that any two of the following named persons, officers of said bank, are hereby authorized and empowered to pledge to the Treasurer of the State or political subdivision, such securities of this bank as may be legal for collateral security for deposit of public funds, and which said Treasurer is willing to accept as collateral security, and in such amounts and at such time as the said Treasurer and bank officers may agree upon:

- Douglas H. Weedon, President/CEO
- John Thomas, Investment Officer
- Carmen Duncan, Assistant Cashier, Cody, WY
- Sue Page, Cashier, Worland, Wy
- Stacy King, Administrative Assistant, Cody, Wy
- Kim Wright, Operations Assistant, Mitchell, NE

BE IT FURTHER RESOLVED that this authority given to said officers of Pinnacle Bank- Wyoming named herein to furnish collateral security to said Treasurer shall be continuing and shall be binding upon said bank until the authority given to the bank officers named herein is revoked or superseded by another resolution of this Board of Directors, a verified copy of which shall be delivered by a representative of Pinnacle Bank- Wyoming to said Treasurer or mailed to said Treasurer by registered mail. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the said Treasurer is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the said Treasurer is willing to make such exchange or substitution.

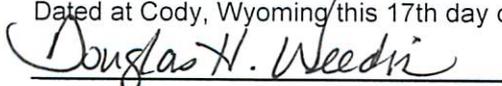
BE IT FURTHER RESOLVED that the bank officers named herein are fully authorized and empowered to execute in the name of said bank such collateral pledge agreement in favor of the said Treasurer as the said Treasurer may require, and any collateral pledge agreement so executed or any act done by the bank officers named herein under the authority of this Resolution shall be as binding and effective upon this bank as though authorized by specific Resolution of the Board of Directors of this Bank.

.....

Certificate

I, Douglas H. Weedon, President/CEO of Pinnacle Bank - Wyoming, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of said Bank at a valid meeting thereof, held in its conference room in the City of Cody this 17<sup>th</sup> day of October A.D., 2012; that said resolution has been spread upon the minutes of said meeting in the minutes book which constitutes a part of said Bank's permanent records, and that seal affixed thereto is the official corporate seal of said Bank.

Dated at Cody, Wyoming this 17th day of October A.D. 2012



Douglas H. Weedon, President/CEO

**PINNACLE BANK - WYOMING  
PUBLIC FUNDS DEPOSITORS  
EXHIBIT "A"**

**2012-2013 Year**

ANGEL DRAW DRAINAGE DISTRICT C/O GOSHEN IRRIGATION DISTRICT  
ARNOLD DRAINAGE DISTRICT  
BIG HORN REGIONAL JOINT POWERS BOARD  
BLUFF IRRIGATION DISTRICT  
BUFFALO BILL DAM AND VISITORS CENTER  
CANYON IMPROVEMENT & SERVICES  
CHEYENNE FRONTIER DAYS INC.  
CIRCUIT COURT OF GOSHEN COUNTY  
CITY OF CHEYENNE  
CITY OF CODY  
CITY OF MITCHELL  
CITY OF NEWCASTLE  
CITY OF WORLAND  
CLARK FIRE DISTRICT  
CLERK OF DISTRICT COURT - WORLAND  
CLERK OF DISTRICT COURT - IMPRESSED JURY FUND  
CLERK OF DISTRICT COURT - THERMOPOLIS  
CLOUD PEAK COUNSELING CENTER  
CODY CANAL IRRIGATION DISTRICT  
CODY STAMPEDE  
COMPREHENSIVE COMMUNITY COLATION  
COTTONWOOD GRASS CREEK WATERSHED IMPROVEMENT DIST.  
CROOK COUNTY MEDICAL SERVICES DISTRICT  
CROOK COUNTY SCHOOL DISTRICT #1  
CROOK COUNTY SENIOR SERVICE  
CROOK COUNTY SEARCH & RESCUE  
CROOK COUNTY TREASURER  
EASTERN WYOMING COLLEGE  
FERRIS IRRIGATION DISTRICT  
FIRE PROTECTION DISTRICT #2  
GOSHEN COUNTY FAIR ASSOCIATION  
GOSHEN COUNTY FIRE SERVICE  
GOSHEN COUNTY LIBRARY  
GOSHEN COUNTY SENIOR FRIENDSHIP CENTER  
GOSHEN COUNTY SHERIFFS DEPARTMENT  
GOSHEN COUNTY TOURISM  
GOSHEN COUNTY TREASURER  
GOSHEN IRRIGATION DISTRICT  
GOTTSCHKE REHABILITATION CENTER  
HAWK SPRINGS FIRE DEPARTMENT  
HAWK SPRINGS RESCUE UNIT  
HAWK SPRINGS WATER & SEWER  
H S CO. LODGING TAX BOARD  
HIGHLAND HANOVER IRRIGATION  
HORSE CREEK CONSERVATION DIST  
HOT SPRINGS CONSERVATION DISTRICT  
HOT SPRING COUNTY FAIR BOARD  
HOT SPRINGS COUNTY FIRE DISTRICT  
HOT SPRING COUNTY LIBRARY  
HOT SPRINGS LIBRARY FOUNDATION  
HOT SPRINGS COUNTY MEMORIAL HOSPITAL  
HOT SPRINGS COUNTY RECREATION DISTRICT  
HOT SPRINGS COUNTY SCHOOL  
HOT SPRING COUNTY TREASURER  
HOT SPRINGS COUNTY WEED & PEST  
HSC CEMETERY DIST  
HSC CIRCUIT COURT  
HSC PREDATOR MANAGEMENT DISTRICT  
HUMANE SOCIETY OF PARK COUNTY  
HUNTLY FIRE PROTECTION  
OWL CREEK IRRIGATION DIST  
JAY EM FIRE PROTECTION DISTRICT  
LAGRANGE FIRE PROTECTION DISTRICT  
LAGRANGE VOLUNTEER FIRE DEPARTMENT  
LARAMIE COUNTY COMMUNITY COLLEGE  
LARAMIE COUNTY FAIR BOARD  
LARAMIE COUNTY FIRE DISTRICT #1  
LARAMIE COUNTY SCHOOL DISTRICT #1  
LARAMIE COUNTY SEARCH & RESCUE, INC.  
LUCERNE PUMPING PLANT CANAL CO.  
LUCERNE PUMPING PLANT CANAL CO.  
MEETEETSE CONSERVATION DISTRICT  
MEETEETSE COMMUNITY FACILITIES  
MEETEETSE FIRE DISTRICT #3  
MEMORIAL HOSPITAL D/B/A UNITED MEDICAL CENTER OF CHEYENNE  
MITCHELL DRAINAGE DISTRICT  
MITCHELL SCHOOL DISTRICT #31

**Branches - Cody, Worland, Thermopolis, Torrington, Mitchell,  
Newcastle, Moorcroft, Gillette, Cheyenne**

MITCHELL IRRIGATION DISTRICT  
MITCHELL RURAL FIRE DEPARTMENT  
NOWCAP MIGRANT HEALTH - WORLAND  
NORTH PLATTE VALLEY CONSERVATION DISTRICT  
NORTHWEST COLLEGE  
NORTHWEST RURAL WATER DISTRICT  
NORTHWEST WYOMING BOARD OF COOPERATIVE SERVICES  
PARK COUNTY LIBRARY FOUNDATION  
PARK COUNTY SCHOOL DISTRICT #6  
PARK COUNTY SCHOOL DISTRICT #16  
PARK COUNTY SHERIFF'S DEPT.  
PARK COUNTY SEARCH AND RESCUE  
PARK COUNTY TRAVEL COUNCIL  
PARK COUNTY TREASURER  
PARK COUNTY WEED & PEST  
PATHFINDER IRRIGATION DISTRICT  
RED LANE WATERSHED  
RIVERSIDE CEMETERY DISTRICT  
ROOSEVELT PUBLIC POWER DISTRICT  
SCOTTS BLUFF COUNTY AGRICULTURE SOCIETY  
SHOSHONE MUNICIPAL WATER BOARD  
SHOSHONE RECREATION DISTRICT  
SOUTH CHEYENNE WATER & SEWER  
SOUTH GOSHEN CONSERVATION DISTRICT  
SOUTH THERMOPOLIS WATER DISTRICT  
STATE OF WYOMING  
SUNSET RANCH WATER DISTRICT  
TEN SLEEP SOLID WASTE DISTRICT  
THERMOPOLIS HSC ECONOMIC DEVELOPMENT CO.  
TORRINGTON FIRE PROTECTION DISTRICT  
TORRINGTON IRRIGATION DISTRICT  
TORRINGTON MUNICIPAL COURT  
TOWN OF EAST THERMOPOLIS  
TOWN OF FORT LARAMIE  
TOWN OF KIRBY  
TOWN OF MOORCROFT  
TOWN OF PINE HAVEN  
TOWN OF THERMOPOLIS  
TOWN OF TORRINGTON  
TOWN OF YODER  
UPPER BLUFF IRRIGATION DISTRICT  
VETERAN FIRE PROTECTION  
WASHAKIE COUNTY FARM BUREAU  
WASHAKIE COUNTY LIBRARY  
WASHAKIE COUNTY TREASURER  
WASHAKIE COUNTY WEED & PEST CONTROL DISTRICT  
WASHAKIE MUSEUM  
WASHAKIE RURAL IMPROVEMENT  
WASHAKIE SCHOOL DISTRICT #1  
WASHAKIE SCHOOL DISTRICT #2  
WEST HIGHWAY WATER & SEWER DISTRICT  
WEST PARK HOSPITAL DISTRICT  
WESTON COUNTY FIRE PROTECTION DISTRICT  
WESTON COUNTY HEALTH SERVICES FOUNDATION  
WESTON COUNTY SCHOOL DISTRICT #1  
WESTON COUNTY SHERIFF  
WESTON COUNTY TREASURER  
WESTON COUNTY WEED & PEST  
WESTON COUNTY WEED & PEST  
WESTERN COMM COLLEGE AREA  
WYOMING STATE TREASURER  
WORLAND POLICE DEPARTMENT  
WORLAND BENCH DRAINAGE  
WYOMING PIONEER HOME  
YELLOWSTONE BEHAVIORAL HEALTH CENTER  
YELLOWSTONE REGIONAL AIRPORT

APPLICATION FOR DEPOSIT OF PUBLIC FUNDS  
FOR THE YEAR 2013

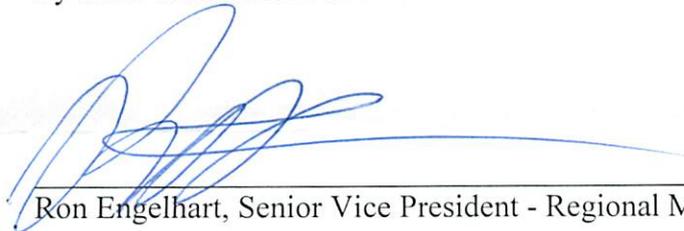
San Francisco, CA  
October 30, 2012

Sirs:

Pursuant to the requirements of W.S. 9-4-818, formal application is made by Bank of the West, a corporation organized and existing under the laws of the United States and having its office and principal place of business in the City of San Francisco, CA in the County of San Francisco with a Branch Office in the City of Cody in the County of Park in the State of Wyoming, to be designated a Public Depository.

The Bank will offer securities up to an unlimited amount to be assigned to and deposited with the City of Cody as security for the safekeeping and prompt payment of all public moneys that may be deposited with it by said Treasurer, and for the faithful performance of its duties under the law as such depository.

By order of the Board of Directors



\_\_\_\_\_  
Ron Engelhart, Senior Vice President - Regional Manager



\_\_\_\_\_  
Alice Butrick, Vice President – Regional Customer Service Manager

## SECRETARY'S CERTIFICATE

I hereby certify that I am an Assistant Secretary of Bank of the West, a California State Banking Corporation, located in San Francisco, California, and that I have been duly appointed and am presently serving in that capacity in accordance with the by-laws of Bank of the West.

I further certify that at a meeting of the Board of Directors duly called and convened on January 18, 2006 at which a quorum was present and acting throughout, the following resolutions were duly adopted and, as of the date of this certificate, have not been rescinded, superseded or amended.

WHEREAS, Bank of the West (the "Bank") has branches in the following states: Arizona, California, Colorado, Idaho, Iowa, Kansas, Minnesota, Missouri, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin and Wyoming;

WHEREAS, the Bank proposes to authorize certain of its officers to accept public funds placed on deposit by any of the above listed States and their counties, municipalities and other political subdivisions ("Public Depositors") and to authorize such officers to give security for the safekeeping and prompt payment of such public deposits;

NOW, THEREFORE, it is hereby

RESOLVED, that the Bank agrees to accept public deposits from the above identified Public Depositors and to give security for the safekeeping and prompt payment of such public deposits, all in accordance with such State laws and regulations as govern the making of such public deposits and giving security for such public deposits; and be it further

RESOLVED, any two of the officers of the Bank listed below under the designation Group I are authorized to make, execute, deliver, certify, amend and terminate, in the name and on behalf of the Bank any and all contracts, instruments, documents, agreements and other writings, including security agreements concerning the pledging of collateral securities for public deposits, and to perform any and all acts in the name and on behalf of the Bank as are deemed by the officers to be appropriate in connection with the establishment and maintenance of public deposits at the Bank by Public Depositors, upon such terms and conditions as such officers deem appropriate; and be it further

RESOLVED; any one of the officers of the Bank listed below under the designation Group I are authorized to execute orders of withdrawal or substitution of and to make additions to securities held by any Agent of Depository or other depository or collateral agent of the Bank in connection with security agreements concerning pledging of collateral securities for public deposits; and be it further

RESOLVED, as used herein the officer designation Group I consists of the officers listed below:

Chairman of the Board  
President  
Vice Chairman  
Chief Executive Officer  
Chief Financial Officer  
Chief Operating Officer  
Senior Executive Vice President  
Executive Vice President  
Senior Vice President  
Vice President  
Secretary  
Treasurer

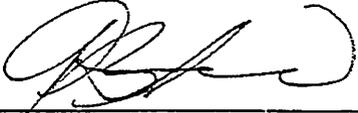
and be it further

RESOLVED, that the proper officers of the Bank, and each of them, shall be and they hereby are authorized and directed to prepare and file any and all required applications for regulatory approvals or notifications with respect to the acceptance of public deposits from the above identified Public Depositors and the giving of security for such public deposits, without limitation, any applications or notifications required to be filed with the California Department of Financial Institutions or other regulatory agencies having jurisdiction with respect to the transactions contemplated hereby; and be it further

RESOLVED, the foregoing resolutions add the states of Kansas, Missouri and Oklahoma to the list of states in which the Bank has branches and supersede the prior resolutions regarding public deposits adopted by the Board of Directors on January 19, 2005.

In witness whereof, I have hereupon set the seal of Bank of the West this 1<sup>st</sup> day of March 2012.



  
\_\_\_\_\_  
G/Buddy Ikeda  
Assistant Secretary



US Bancorp Center BC-MN-H18U  
800 Nicollet Mall  
Minneapolis, MN 55402-7020

October 16, 2012

### APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

In conformity with Wyoming Statutes (9-4-818, 9-4-802, 9-4-806) formal application is hereby made by U.S. Bank National Association, operating in the state of Wyoming to be designated at a depository. The minutes of the January 16, 2012 Board of Directors meeting are certified in the attached resolution.

U.S. Bank National Association will offer the following assets to be collateralized the deposits for City of Cody under all terms and conditions for future collateral agreement to be determined.

1. Government National Mortgage Association – Mortgage Backed Securities.
2. Federal National Mortgage Association – Mortgage Backed Securities.
3. Federal home Loan Mortgage Corporation – Mortgage Backed Securities.

A handwritten signature in cursive script that reads "Julie Niederer".

Julie Niederer  
Treasury Officer



CERTIFIED RESOLUTIONS

I, Juliana B. Panetta, Assistant Secretary of U.S. Bank National Association, Cincinnati, Ohio, a national banking association (the "Bank"), do certify that the following resolutions were adopted by the Board of Directors of U.S. Bank National Association on January 16, 2012 and that the same are in effect as of the date hereof and have not been modified, amended or revoked.

WHEREAS, state law requires governmental units to designate a federally insured national or state bank or thrift institution as a depository of funds;

WHEREAS, the City Of Cody has designated the Bank, an FDIC insured depository institution, as depository of its public funds; and

WHEREAS, under state law, governmental units must require that their deposits in excess of the maximum amount of FDIC insurance on the deposit be secured by the pledge of certain eligible securities ("Eligible Securities").

WHEREAS, under state law, the total amount of the collateral computed at its market value shall be at least 100% deposit plus accrued interest at the close of the business day.

NOW, THEREFORE, it is hereby:

RESOLVED, that the Board of Directors hereby approves a pledge from the Bank's investment portfolio of Eligible Securities to secure the deposits in excess of the maximum amount of FDIC insurance on the deposits of the City Of Cody, such Eligible Securities being more particularly described in a Pledge Agreement and attached Written Assignment executed by the Bank in favor of the City Of Cody.

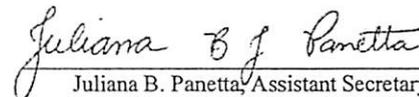
RESOLVED FURTHER, that authority be given to the following officers of the Bank to furnish collateral security to the Pledgee and such authority shall be continuing and shall be binding upon the Bank until the authority given to such officers is revoked or superseded by another resolution of this Board of Directors. This authority extends to furnishing collateral security for additional deposits of public funds made from time to time by any and various state, municipal and other governmental bodies. The right given the officers named herein to pledge security as collateral also includes the right to give additional collateral security and to withdraw such collateral as the Pledgee is willing to surrender and the right to substitute one piece or lot of collateral for another, provided the market value of the substitute collateral is of equal or greater value.

Kenneth D. Nelson, Executive Vice President  
Lynn D. Flagstad, Senior Vice President  
Patricia A. Finnemore, Vice President  
Gloria J. Sweet, Assistant Vice President  
Christina Eumurian, Assistant Vice President  
Mary E. Holen, Treasury Officer  
Laurie J. Luby, Treasury Officer  
Julie A. Niederer, Treasury Officer

FURTHER RESOLVED, that the officers named herein are fully authorized and empowered to execute in the name of the Bank such collateral pledge agreement in favor of the Pledgee as required, and any collateral pledge agreement executed or any act done by the officers named herein under the authority of this Resolution shall be as binding and effective upon this Bank as though authorized by specific Resolution of the Board of Directors of this Bank.

IN WITNESS WHEREOF, I have set my hand this 27<sup>th</sup> day of September, 2012.

(No corporate seal)

  
Juliana B. Panetta, Assistant Secretary

**Federal Financial Institutions Examination Council**

**Consolidated Reports of Condition and Income for  
 a Bank with Domestic and Foreign Offices—FFIEC 031**

**Report at the close of business June 30, 2012**

**(20120630)**

(RCON 9999)

This report is required by law: 12 U.S.C. §324 (State member banks); 12 U.S.C. §1817 (State nonmember banks); 12 U.S.C. §161 (National banks) and 12 U.S.C. §1464 (Savings associations).

Unless the context indicates otherwise, the term "bank" in this report form refers to both banks and savings associations.

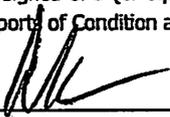
This report form is to be filed by banks with branches and consolidated subsidiaries in U.S. territories and possessions, Edge or Agreement subsidiaries, foreign branches, consolidated foreign subsidiaries, or International Banking Facilities.

NOTE: Each bank's board of directors and senior management are responsible for establishing and maintaining an effective system of internal control, including controls over the Reports of Condition and Income. The Reports of Condition and Income are to be prepared in accordance with federal regulatory authority instructions. The Reports of Condition and Income must be signed by the Chief Financial Officer (CFO) of the reporting bank (or by the individual performing an equivalent function) and attested to by not less than two directors (trustees) for state nonmember banks and three directors for state member banks, national banks, and savings associations.

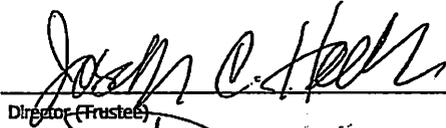
schedules) for this report date have been prepared in conformance with the instructions issued by the appropriate Federal regulatory authority and are true and correct to the best of my knowledge and belief.

We, the undersigned directors (trustees), attest to the correctness of the Reports of Condition and Income (including the supporting schedules) for this report date and declare that the Reports of Condition and Income have been examined by us and to the best of our knowledge and belief have been prepared in conformance with the instructions issued by the appropriate Federal regulatory authority and are true and correct.

I, the undersigned CFO (or equivalent) of the named bank, attest that the Reports of Condition and Income (including the supporting



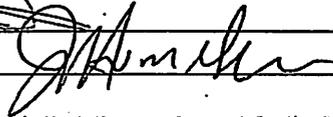
Signature of Chief Financial Officer (or Equivalent)  
 July 30, 2012  
 Date of Signature



Director (Trustee)

Director (Trustee)

Director (Trustee)



**Submission of Reports**

Each bank must file its Reports of Condition and Income (Call Report) data by either:

- (a) Using computer software to prepare its Call Report and then submitting the report data directly to the FFIEC's Central Data Repository (CDR), an Internet-based system for data collection (<https://cdr.ffiec.gov/cdr/>), or
- (b) Completing its Call Report in paper form and arranging with a software vendor or another party to convert the data into the electronic format that can be processed by the CDR. The software vendor or other party then must electronically submit the bank's data file to the CDR.

To fulfill the signature and attestation requirement for the Reports of Condition and Income for this report date, attach your bank's completed signature page (or a photocopy or a computer-generated version of this page) to the hard-copy record of the data file submitted to the CDR that your bank must place in its files.

The appearance of your bank's hard-copy record of the submitted data file need not match exactly the appearance of the FFIEC's sample report forms, but should show at least the caption of each Call Report item and the reported amount.

For technical assistance with submissions to the CDR, please contact the CDR Help Desk by telephone at (888) CDR-3111, by fax at (703) 774-3946, or by e-mail at CDR.Help@ffiec.gov.

**U.S. Bank National Association**

Legal Title of Bank (RSSD 9017)

Cincinnati

City (RSSD 9130)

OH

State Abbrev. (RSSD 9200)

45202

Zip Code (RSSD 9220)

FDIC Certificate Number

06548

(RSSD 9050)

The estimated average burden associated with this information collection is 50.1 hours per respondent and is estimated to vary from 17 to 700 hours per response, depending on individual circumstances. Burden estimates include the time for reviewing instructions, gathering and maintaining data in the required form, and completing the information collection, but exclude time for compiling and maintaining business records in the normal course of a respondent's activities. A Federal agency may not conduct or sponsor, and an organization (or a person) is not required to respond to a collection of information, unless it displays a currently valid OMB control number. Comments concerning the accuracy of this burden estimate and suggestion for reducing this burden should be directed to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503, and to one of the following: Secretary, Board of Governors of the Federal Reserve System, Washington, DC 20551; Legislative and Regulatory Analysis Division, Office of the Comptroller of the Currency, Washington, DC 20219; Assistant Executive Secretary, Federal Deposit Insurance Corporation, Washington, DC 20429.

**U.S. Bank National Association**

Legal Title of Bank

**Cincinnati**

City

**OH 45202**

State Zip Code

FDIC Certificate Number: 06548

FFIEC 031  
Page 5 of 71  
RI-1

**Consolidated Report of Income  
for the period January 1, 2012 – June 30, 2012**

All Report of Income schedules are to be reported on a calendar year-to-date basis in thousands of dollars.

**Schedule RI—Income Statement**

	Dollar Amounts in Thousands		
	RIAD	Bil   Mil   Thou	
1. Interest Income:			
a. Interest and fee income on loans:			
(1) In domestic offices:			
(a) Loans secured by real estate:			
(1) Loans secured by 1-4 family residential properties	4435	1,549,466	1.a.1.a.1
(2) All other loans secured by real estate	4436	934,173	1.a.1.a.2
(b) Loans to finance agricultural production and other loans to farmers	4024	19,266	1.a.1.b
(c) Commercial and industrial loans	4012	649,733	1.a.1.c
(d) Loans to individuals for household, family, and other personal expenditures:			
(1) Credit cards	B485	800,153	1.a.1.d.1
(2) Other (includes revolving credit plans other than credit cards, automobile loans, and other consumer loans)	B486	674,483	1.a.1.d.2
(e) Loans to foreign governments and official institutions	4056	0	1.a.1.e
(f) All other loans in domestic offices	B487	143,774	1.a.1.f
(2) In foreign offices, Edge and Agreement subsidiaries, and IBFs	4059	6,040	1.a.2
(3) Total interest and fee income on loans (sum of items 1.a.(1)(a) through 1.a.(2))	4010	4,777,088	1.a.3
b. Income from lease financing receivables	4065	345,951	1.b
c. Interest income on balances due from depository institutions (1)	4115	5,772	1.c
d. Interest and dividend income on securities:			
(1) U.S. Treasury securities and U.S. Government agency obligations (excluding mortgage-backed securities)	B488	19,501	1.d.1
(2) Mortgage-backed securities	B489	698,179	1.d.2
(3) All other securities (includes securities issued by states and political subdivisions in the U.S.)	4060	172,896	1.d.3
e. Interest income from trading assets	4069	372	1.e
f. Interest income on federal funds sold and securities purchased under agreements to resell	4020	91	1.f
g. Other interest income	4518	170,118	1.g
h. Total interest income (sum of items 1.a.(3) through 1.g)	4107	6,189,968	1.h
2. Interest expense:			
a. Interest on deposits:			
(1) Interest on deposits in domestic offices:			
(a) Transaction accounts (interest-bearing demand deposits, NOW accounts, ATS accounts, and telephone and preauthorized transfer accounts)	4508	8,313	2.a.1.a
(b) Nontransaction accounts:			
(1) Savings deposits (includes MMDAs)	0093	84,059	2.a.1.b.1
(2) Time deposits of \$100,000 or more	A517	124,466	2.a.1.b.2
(3) Time deposits of less than \$100,000	A518	130,540	2.a.1.b.3
(2) Interest on deposits in foreign offices, Edge and Agreement subsidiaries, and IBFs	4172	12,274	2.a.2
b. Expense of federal funds purchased and securities sold under agreements to repurchase	4180	117,682	2.b
c. Interest on trading liabilities and other borrowed money	4185	304,626	2.c

(1) Includes interest income on time certificates of deposits not held for trading.

**Schedule RI—Continued**

	Dollar Amounts in Thousands			Year-to-date		
	RIAD	Bil	Mil	Thou		
2. Interest expense (continued):						
d. Interest on subordinated notes and debentures	4200		130,160			2.d
e. Total interest expense (sum of items 2.a through 2.d)	4073		912,120			2.e
3. Net interest income (item 1.h minus 2.e)				4074	5,277,848	3
4. Provision for loan and lease losses				4230	872,019	4
5. Noninterest income:						
a. Income from fiduciary activities (1)	4070		455,071			5.a
b. Service charges on deposit accounts in domestic offices	4080		584,451			5.b
c. Trading revenue (2)	A220		58,094			5.c
d. (1) Fees and commissions from securities brokerage	C886		47,177			5.d.1
(2) Investment banking, advisory, and underwriting fees and commissions	C888		7,220			5.d.2
(3) Fees and commissions from annuity sales	C887		0			5.d.3
(4) Underwriting income from insurance and reinsurance activities	C386		6,385			5.d.4
(5) Income from other insurance activities	C387		44			5.d.5
e. Venture capital revenue	B491		0			5.e
f. Net servicing fees	B492		169,452			5.f
g. Net securitization income	B493		0			5.g
h. Not applicable						
i. Net gains (losses) on sales of loans and leases	5416		579,034			5.i
j. Net gains (losses) on sales of other real estate owned	5415		2,262			5.j
k. Net gains (losses) on sales of other assets (excluding securities)	B496		8,661			5.k
l. Other noninterest income*	B497		2,456,762			5.l
m. Total noninterest income (sum of items 5.a through 5.l)				4079	4,374,613	5.m
6. a. Realized gains (losses) on held-to-maturity securities				3521	0	6.a
b. Realized gains (losses) on available-for-sale securities				3196	862	6.b
7. Noninterest expense:						
a. Salaries and employee benefits	4135		2,504,799			7.a
b. Expenses of premises and fixed assets (net of rental income) (excluding salaries and employee benefits and mortgage interest)	4217		442,844			7.b
c. (1) Goodwill impairment losses	C216		0			7.c.1
(2) Amortization expense and impairment losses for other intangible assets	C232		188,061			7.c.2
d. Other noninterest expense*	4092		1,865,322			7.d
e. Total noninterest expense (sum of items 7.a through 7.d)				4093	5,001,026	7.e
8. Income (loss) before income taxes and extraordinary items and other adjustments (item 3 plus or minus items 4, 5.m, 6.a, 6.b, and 7.e)				4301	3,780,278	8
9. Applicable income taxes (on item 8)				4302	1,171,628	9
10. Income (loss) before extraordinary items and other adjustments (item 8 minus item 9)				4300	2,608,650	10
11. Extraordinary items and other adjustments, net of income taxes*				4320	0	11
12. Net income (loss) attributable to bank and noncontrolling (minority) interests (sum of items 10 and 11)				G104	2,608,650	12
13. LESS: Net income (loss) attributable to noncontrolling (minority) interests (if net income, report as a positive value; if net loss, report as a negative value)				G103	(68,314)	13
14. Net income (loss) attributable to bank (item 12 minus item 13)				4340	2,676,964	14

\* Describe on Schedule RI-E - Explanations.

(1) For banks required to complete Schedule RC-T, items 14 through 22, income from fiduciary activities reported in Schedule RI, item 5.a, must equal the amount reported in Schedule RC-T, item 22.

(2) For banks required to complete Schedule RI, Memorandum item 8, trading revenue reported in Schedule RI, item 5.c must equal the sum of Memorandum items 8.a through 8.e.

**Schedule RI—Continued**

**Memoranda**

	Year-to-date		
Dollar Amounts in Thousands			
1. Interest expense incurred to carry tax-exempt securities, loans, and leases acquired after August 7, 1986, that is not deductible for federal income tax purposes _____	4513	10,665	M.1
<i>Memorandum item 2 is to be completed by banks with \$1 billion or more in total assets. (1)</i>			
2. Income from the sale and servicing of mutual funds and annuities in domestic offices (included in Schedule RI, item 8) _____	8431	54,398	M.2
3. Income on tax-exempt loans and leases to states and political subdivisions in the U.S. (included in Schedule RI, items 1.a and 1.b) _____	4313	91,904	M.3
4. Income on tax-exempt securities issued by states and political subdivisions in the U.S. (included in Schedule RI, item 1.d.(3)) _____	4507	137,629	M.4
5. Number of full-time equivalent employees at end of current period (round to nearest whole number) _____		Number	
	4150	61,208	M.5
6. Not applicable			
7. If the reporting bank has restated its balance sheet as a result of applying push down accounting this calendar year, report the date of the bank's acquisition (2) _____	RIAD	CCYY/MM/DD	
	9106	0	M.7
8. Trading revenue (from cash instruments and derivative instruments) (sum of Memorandum items 8.a through 8.e must equal Schedule RI, item 5.c) _____	Year-to-date		
	RIAD	Bil   Mil   Thou	
<i>Memorandum items 8.a through 8.e are to be completed by banks that reported average trading assets (Schedule RC-K, item 7) of \$2 million or more for any quarter of the preceding calendar year.</i>			
a. Interest rate exposures _____	8757	25,047	M.8.a
b. Foreign exchange exposures _____	8758	33,047	M.8.b
c. Equity security and index exposures _____	8759	0	M.8.c
d. Commodity and other exposures _____	8760	0	M.8.d
e. Credit exposures _____	F186	0	M.8.e
<i>Memorandum Items 8.f and 8.g are to be completed by banks \$100 billion or more in total assets that are required to complete Schedule RI, Memorandum items 8.a through 8.e, above(1).</i>			
f. Impact on trading revenue of changes in the creditworthiness of the bank's derivatives counterparties on the bank's derivative assets (included in Memorandum items 8.a through 8.e above) _____	K090	14,208	M.8.f
g. Impact on trading revenue of changes in the creditworthiness of the bank on the bank's derivative liabilities (included in Memorandum items 8.a. through 8.e above) _____	K094	(3)	M.8.g
9. Net gains (losses) recognized in earnings on credit derivatives that economically hedge credit exposures held outside the trading account:			
a. Net gains (losses) on credit derivatives held for trading _____	C889	0	M.9.a
b. Net gains (losses) on credit derivatives held for purposes other than trading _____	C890	(4,960)	M.9.b
10. Credit losses on derivatives (see instructions) _____	A251	729	M.10
11. Does the reporting bank have a Subchapter S election in effect for federal income tax purposes for the current tax year ? _____	RIAD	YES / NO	
	A530	NO	M.11
<i>Memorandum item 12 is to be completed by banks that are required to complete Schedule RC-C, part I, Memorandum items 8.b and 8.c.</i>			
12. Noncash income from negative amortization on closed-end loans secured by 1-4 family residential properties (included in Schedule RI, item 1.a.(1)(a)(1)) _____	Year-to-date		
	RIAD	Bil   Mil   Thou	
	F228	433	M.12

(1) The asset size tests are generally based on the total assets reported in the June 30, 2011, Report of Condition

(2) For example, a bank acquired on March 1, 2012, would report 2012/03/01

**Schedule RI—Continued**

**Memoranda — Continued**

	Year-to-date		
	RIAD	Bil   Mil   Thou	
Dollar Amounts in Thousands			
<i>Memorandum item 13 is to be completed by banks that have elected to account for assets and liabilities under a fair value option.</i>			
13. Net gains (losses) recognized in earnings on assets and liabilities that are reported at fair value under a fair value option:			
a. Net gains (losses) on assets	F551	(41,325)	M.13.a
(1) Estimated net gains (losses) on loans attributable to changes in instrument-specific credit risk	F552	(760)	M.13.a.1
b. Net gains (losses) on liabilities	F553	0	M.13.b
(1) Estimated net gains (losses) on liabilities attributable to changes in instrument-specific credit risk	F554	0	M.13.b.1
14. Other-than-temporary impairment losses on held-to-maturity and available-for-sale debt securities:			
a. Total other-than-temporary impairment losses	J319	14,519	M.14.a
b. Portion of losses recognized in other comprehensive income (before income taxes)	J320	(2,274)	M.14.b
c. Net impairment losses recognized in earnings (included in Schedule RI, items 6.a and 6.b) (Memorandum item 14.a minus Memorandum 14.b)	J321	16,793	M.14.c

**U.S. Bank National Association**

Legal Title of Bank

**Cincinnati**

City

**OH 45202**

State Zip Code

FDIC Certificate Number: 06548

**Consolidated Report of Condition for Insured Banks  
and Savings Associations for June 30, 2012**

All schedules are to be reported in thousands of dollars. Unless otherwise indicated, report the amount outstanding as of the last business day of the quarter.

**Schedule RC—Balance Sheet**

		Dollar Amounts in Thousands		RCFD	Tril	Bil	Mill	Thou	
<b>Assets</b>									
1. Cash and balances due from depository institutions (from Schedule RC-A):									
a. Noninterest-bearing balances and currency and coin (1)				0081				4,366,912	1.a
b. Interest-bearing balances (2)				0071				11,032,981	1.b
2. Securities:									
a. Held-to-maturity securities (from Schedule RC-B, column A)				1754				34,634,736	2.a
b. Available-for-sale securities (from Schedule RC-B, column D)				1773				38,086,088	2.b
3. Federal funds sold and securities purchased under agreements to resell:									
a. Federal funds sold in domestic offices				RCON					
				B987				75,584	3.a
b. Securities purchased under agreements to resell (3)				RCFD					
				B989				0	3.b
4. Loans and lease financing receivables (from Schedule RC-C):									
a. Loans and leases held for sale				5369				8,257,495	4.a
b. Loans and leases, net of unearned income		B528	207,947,401						4.b
c. LESS: Allowance for loan and lease losses		3123	4,374,236						4.c
d. Loans and leases, net of unearned income and allowance (item 4.b minus 4.c)				B529				203,573,165	4.d
5. Trading assets (from Schedule RC-D)									
				3545				1,354,583	5
6. Premises and fixed assets (including capitalized leases)									
				2145				2,616,091	6
7. Other real estate owned (from Schedule RC-M)									
				2150				1,256,127	7
8. Investments in unconsolidated subsidiaries and associated companies									
				2130				59,946	8
9. Direct and indirect investments in real estate ventures									
				3656				0	9
10. Intangible assets:									
a. Goodwill				3163				8,921,895	10.a
b. Other intangible assets (from Schedule RC-M)				0426				3,461,168	10.b
11. Other assets (from Schedule RC-F)									
				2160				25,125,941	11
12. Total assets (sum of items 1 through 11)									
				2170				342,822,712	12

(1) Includes cash items in process of collection and unposted debits.

(2) Includes time certificates of deposit not held for trading.

(3) Includes all securities resale agreements in domestic and foreign offices, regardless of maturity.

**Schedule RC—Continued**

Dollar Amounts in Thousands			Tril   Bil   Mil   Thou		
<b>Liabilities</b>					
13. Deposits:					
a. In domestic offices (sum of totals of columns A and C from Schedule RC-E, part I)			RCN		
			2200	220,663,392	13.a
(1) Noninterest-bearing (1)	6631	70,368,439			13.a.1
(2) Interest-bearing	6636	150,294,953			13.a.2
b. In foreign offices, Edge and Agreement subsidiaries, and IBFs			RCFN		
(from Schedule RC-E, part II)			2200	24,379,617	13.b
(1) Noninterest-bearing	6631	7,270			13.b.1
(2) Interest-bearing	6636	24,372,347			13.b.2
14. Federal funds purchased and securities sold under agreements to repurchase:					
a. Federal funds purchased in domestic offices (2)			RCN		
			B993	1,042,971	14.a
b. Securities sold under agreements to repurchase (3)			RCFD		
			B995	5,544,328	14.b
15. Trading liabilities (from Schedule RC-D)					
			3548	937,898	15
16. Other borrowed money (includes mortgage indebtedness and obligations under capitalized leases) (from Schedule RC-M)					
			3190	35,563,317	16
17. and 18. Not applicable					
19. Subordinated notes and debentures (4)					
			3200	5,829,815	19
20. Other liabilities (from Schedule RC-G)					
			2930	11,359,611	20
21. Total liabilities (sum of items 13 through 20)					
			2948	305,320,949	21
22. Not applicable					

(1) Includes noninterest-bearing demand, time, and savings deposits.  
 (2) Report overnight Federal Home Loan Bank advances in Schedule RC, item 16, "Other borrowed money."  
 (3) Includes all securities repurchase agreements in domestic and foreign offices, regardless of maturity.  
 (4) Includes limited-life preferred stock and related surplus.

**Equity Capital**

<b>Bank Equity Capital</b>	RCFD	Tril   Bil   Mil   Thou	
23. Perpetual preferred stock and related surplus	3838	0	23
24. Common stock	3230	18,200	24
25. Surplus (excludes all surplus related to preferred stock)	3839	14,133,323	25
26. a. Retained earnings	3632	21,977,694	26.a
b. Accumulated other comprehensive income (5)	B530	(642,508)	26.b
c. Other equity capital components (6)	A130	0	26.c
27. a. Total bank equity capital (sum of items 23 through 26.c)	3210	35,486,709	27.a
b. Noncontrolling (minority) interests in consolidated subsidiaries	3000	2,015,054	27.b
28. Total equity capital (sum of items 27.a and 27.b)	G105	37,501,763	28
29. Total liabilities and equity capital (sum of items 21 and 28)	3300	342,822,712	29

**Memoranda**

**To be reported with the March Report of Condition.**

1. Indicate in the box at the right the number of the statement below that best describes the most comprehensive level of auditing work performed for the bank by independent external auditors as of any date during 2011 \_\_\_\_\_

RCFD	Number
6724	N/A

M.1

- 1 = Independent audit of the bank conducted in accordance with generally accepted auditing standards by a certified public accounting firm which submits a report on the bank
- 2 = Independent audit of the bank's parent holding company conducted in accordance with generally accepted auditing standards by a certified public accounting firm which submits a report on the consolidated holding company (but not on the bank separately)
- 3 = Attestation on bank management's assertion on the effectiveness of the bank's internal control over financial reporting by a certified public accounting firm.

- 4 = Directors' examination of the bank conducted in accordance with generally accepted auditing standards by a certified public accounting firm (may be required by state chartering authority)
- 5 = Directors' examination of the bank performed by other external auditors (may be required by state chartering authority)
- 6 = Review of the bank's financial statements by external auditors
- 7 = Compilation of the bank's financial statements by external auditors
- 8 = Other audit procedures (excluding tax preparation work)
- 9 = No external audit work

**To be reported with the March Report of Condition.**

2. Bank's fiscal year-end date \_\_\_\_\_

RCON	MM / DD
8678	N/A

M.2

- (5) Includes net unrealized holding gains (losses) on available-for-sale securities, accumulated net gains (losses) on cash flow hedges, cumulative foreign currency translation adjustments, and accumulated defined benefit pension and other post retirement plan adjustments.
- (6) Includes treasury stock and unearned Employee Stock Ownership Plan shares.



**CITY OF CODY**  
**WYOMING**

Nancy Tia Brown  
**MAYOR**

Donny Anderson  
Bryan Edwards  
Landon Greer  
Jerry Fritz  
Steve Miller  
Stan Wolz  
**COUNCIL MEMBERS**

C. Edward Webster II  
**MUNICIPAL JUDGE**

Jenni R. Rosencranse  
**CITY ADMINISTRATOR**

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

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

January 3, 2013

Pursuant to Wyoming Statute 6-5-118(a), I am hereby disclosing that, to the best of my knowledge, I have received a pecuniary benefit from, I conduct personal business with, or I have a financial interest in the following depositories or firms where funds of the City of Cody are or may be invested in 2013 pursuant to Wyoming Statute 9-4-831.

Wells Fargo Bank	Yes_____	No_____
Big Horn Federal Savings Bank	Yes_____	No_____
First National Bank	Yes_____	No_____
Pinnacle Bank	Yes_____	No_____
Bank of the West	Yes_____	No_____
US Bank	Yes_____	No_____

I request that submission of this letter be made part of the record of proceedings for this City Council meeting held January 3, 2013.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Physical Address

Cody, Wyoming 82414

MEETING DATE: JANUARY 3, 2013  
DEPARTMENT: ADMINISTRATIVE SERVICES  
PREPARED BY: LESLIE BRUMAGE, FINANCE  
OFFICER  
PRESENTED BY: LESLIE BRUMAGE, FINANCE  
OFFICER

## **AGENDA ITEM SUMMARY REPORT**

### **Resolution 2013-01 Budget Amendment**

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

Approve the resolution amending the FY12-13 budget.

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

The City of Cody adopted the budget for FY12-13 on June 19, 2012. Per State Statute, budgets may be amended through Resolution by the City Council.

This request includes the following requests:

- (1) An amendment for \$3,622 for additional costs associated with the pool grout project. This project was budgeted for \$34,657 however due to additional equipment rentals necessary to drain the pool in preparation for the grouting the total cost is expected to be \$38,279.
- (2) Amendments related to the Concerts in the Park program.
  - (a) The City budgeted for a grant from the Wyoming Arts Council in the amount of \$5,581 in revenue. The grant amount awarded was \$5,994. This amendment request is to increase both the revenue and expense line items by \$413 to account for the actual grant award.
  - (b) The City budgeted \$5,000 in revenue for contributions received for the Concerts in the Park program. The City actually received \$9,425 in revenue. This amendment request is to increase the revenue line item by \$4,425 to account for the actual amount received.
  - (c) The City budgeted \$5,000 in the General Fund for the City's participation in the Concerts in the Park program. Due to the increased donations received the Rec Center is requesting that an additional \$4,425 be appropriated for this line item to cover additional expenses, such as advertising, radio announcements, banners, flyers, and other promotional materials, for the 2013 concert season. To date \$9,281 has already been spent on this program, making the total projected cost \$13,425.

#### **FISCAL IMPACT**

- (1) Staff is proposing that the Council appropriate the additional \$3,622 from the Direct Distribution money in the Public Improvements Fund.

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

(2) The increase to the grant line items would be a wash between revenue and expenses in the amount of \$413. The increase to the Concerts in the Park expense line item would be \$4,425 and would come out of unallocated cash reserves.

**ALTERNATIVES**

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

**ATTACHMENTS**

1. Resolution 2013-01

**AGENDA & SUMMARY REPORT TO:**

1. None

**RESOLUTION 2013-01**

**A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2012-2013**

WITNESSETH:

WHEREAS, the final budget for Fiscal Year 2012-2013 was duly adopted by the City of Cody with Ordinance No 2012-13 on June 19, 2012 in accordance with the State of Wyoming Statutes; and

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

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

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

**BUDGET AMENDMENTS:**

Authorized Revenue(s):

<b>Dept</b>	<b>Project</b>	<b>Purpose</b>	<b>Amount</b>
Recreation	WY Arts Council Grant	Concerts in the Park	\$413
Recreation	Contributions	Concerts in the Park	\$4,425
Total Revenue Amendments			\$4,838

Authorized Appropriation(s):

<b>Dept</b>	<b>Account</b>	<b>Purpose</b>	<b>Amount</b>
Aquatics	Direct Distribution	Pool Grout Project	\$3,622
Recreation	WY Arts Council Grant	Concerts in the Park	\$413
Recreation	Concerts in the Park	Concerts in the Park	\$4,425
Total Expenditure Amendments			\$8,460

PASSED, APPROVED AND ADOPTED THE 3<sup>rd</sup> day of January 2013

\_\_\_\_\_  
Nancy Tia Brown, Mayor

Attest:

\_\_\_\_\_  
Cynthia Baker, Administrative Services Officer



**CITY OF CODY**  
**WYOMING**

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**MAYOR**

Donny Anderson  
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C. Edward Webster II  
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**CITY ADMINISTRATOR**

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Cody, Wyoming 82414

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**FAX (307) 527-6532**

Duplicate Document - Please disregard.

January 3, 2013

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Big Horn Federal Savings Bank	Yes___	No___
First National Bank	Yes___	No___
Pinnacle Bank	Yes___	No___
Bank of the West	Yes___	No___
US Bank	Yes___	No___

I request that submission of this letter be made part of the record of proceedings for this City Council meeting held January 3, 2013.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Physical Address

Cody, Wyoming 82414

**ORDINANCE 2012-19**

**AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8 CHAPTER 1 ARTICLE II, OF THE CODY CITY CODE TO MODIFY TEMPORARY SERVICE.**

Article II, Section 8-1-10 shall be hereby amended as follows:

Sec. 8-1-10 Temporary Service

Any person desiring temporary lighting and power service from the city during the construction activities before permanent power is installed shall pay a nonrefundable temporary meter fee of one hundred five dollars (\$105.00) (single phase or 3-phase) for the installation of the meter. The usage and base charges for the temporary meter will depend on the classification of the type of service requested. If the service will be used for primarily commercial use, the applicants will pay for the temporary electrical service at the commercial electric rate. If the service will primarily be used for residential use, the applicant will pay for the temporary electrical service at the residential rate. (Ord. 2008-24, 12-2-2008). In addition to the temporary meter fee, accounts established with temporary meters are also subject to the deposit requirements as outlined in 8-1-9.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING;

PASSED ON FIRST READING \_\_\_\_\_December 4, 2012\_\_\_\_\_

PASSED ON SECOND READING \_\_\_\_\_December 18, 2012\_\_

PASSED, APPROVED AND ADOPTED  
ON THIRD AND FINAL READING. \_\_\_\_\_

\_\_\_\_\_  
Nancy Tia Brown, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Baker  
Administrative Services Officer

**ORDINANCE 2012-20**

**AN ORDINANCE AMENDING THE HEREIN BELOW IDENTIFIED SECTIONS OF TITLE 8 CHAPTER 1 ARTICLE II, OF THE CODY CITY CODE TO MODIFY GENERAL CONDITIONS GOVERNING CITY SUPPLIED UTILITIES.**

Article II, Section 8-1-8 shall be hereby amended as follows:

Sec. 8-1-8 General Conditions Governing City Supplied Utilities

A. Execution Of Contract For Purchase Of Electricity For Use By The City: The mayor and city council shall sign and execute any contract that may be made with any utility, federal or state agency, department or any municipality or joint powers board concerning the purchase of electrical energy for use by the city that may be approved by resolution of the city council.

B. Service Nontransferable Without Advance Approval: The electrical service furnished by the city is intended to be used by the actual customer that has entered into the contract with the city for the uses contemplated by the rate category of the service. This service is not to be resold, assigned, used or extended off of the tract of land served for the use or benefit of any other individual, corporation or other entity in advance of receiving the specific written approval of the city administrator or his/her designee. (Ord. 2004-08, 8-2-2004)

C. Changes in Property Ownership: In the case of a change in ownership of any property to which the City of Cody provides utility services, it is the responsibility of the new owner/ transferee to establish a utility account by completing an application for utility service and complying with the deposit requirements as outlined in 8-1-9 as of the date of sale, transfer or conveyance. If the new owner/transferee establishes the utility account after the date of sale, transfer or conveyance the new owner/transferee shall be responsible for payment of all charges incurred back to the date of sale, transfer or conveyance of the property. In the event the new owner/transferee fails to comply with the application and deposit requirements the City of Cody reserves the right to establish a utility account in the name of the new owner/transferee. In the case of foreclosures, the date of sale, transfer or conveyance shall be the date of the foreclosure sale as confirmed by the Park County Sheriff's Office.

D. Changes in Property Tenancy: In cases where a tenant is provided utility services by the City of Cody and the services are billed in the tenant's name it is the responsibility of the tenant to notify the City of Cody in advance of when the tenant vacates the property and requests to terminate utility service. A tenant's services may also be terminated by the City of Cody without a request from the tenant if notification is received from a landlord or property owner or upon receipt of an application for utility service from a new tenant. If a tenant fails to notify the City of Cody to terminate services as of the actual date the tenant vacated the property, the City of Cody shall terminate services as of the date the notice to terminate is received. The tenant shall be responsible for all charges incurred through the date of termination and no adjustment of charges shall be made to a tenant's bill for a tenant's failure to provide a timely termination notice to the City of Cody as required.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING;

PASSED ON FIRST READING

\_\_DECEMBER 4, 2012\_\_

PASSED ON SECOND READING

\_\_\_\_DECEMBER 18, 2012\_\_\_\_

PASSED, APPROVED AND ADOPTED  
ON THIRD AND FINAL READING.

\_\_\_\_\_

\_\_\_\_\_  
Nancy Tia Brown, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Baker  
Administrative Services Officer

**ORDINANCE NO. 2012 - 22**

**AN ORDINANCE TO ENTER INTO A CABLE FRANCHISE AGREEMENT WITH BRESNAN COMMUNICATIONS, LLC**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, PARK COUNTY, WYOMING THAT THAT CITY OF CODY AND BRESNAN COMMUNICATIONS, LLC SHALL ENTER INTO A CABLE FRANCHISE AGREEMENT, WHICH AGREEMENT IS ATTACHED TO AND INCORPORATED WITH THIS ORDINANCE.**

PASSED on first reading the \_\_18\_\_ day of December\_\_\_\_, 2012.

PASSED on second reading the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

PASSED on third reading the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF CODY

\_\_\_\_\_  
**NANCY TIA BROWN  
MAYOR**

ATTEST:

\_\_\_\_\_  
CYNTHIA D. BAKER  
Administrative Services Officer

PUBLISH: CODY ENTERPRISE: