

# City of Cody City Council

## AGENDA

Tuesday, August 16, 2011 - 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

### 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 7/28/11, and Regular Meeting Minutes on 08/02/2011.
- b. Approval of vouchers and payroll in the amount of \$2,046,887.15.
- c. Authorize Denny's Guns and Maps located at 1328 Beck Avenue to park a large semi truck in front of his business for the annual truck sale to be held on September 3, 2011.
- d. Approve and authorize the Mayor to sign a contract for services between the City of Cody and Park County in the amount of \$5,000 for the recycling program.
- e. Approve Change Order #2 to Bid 2010-05 16<sup>th</sup> Street Storm Drainage Project in the amount of \$7,297.95, approve the Final Pay Estimate to Harris Trucking and Construction Company and authorize the Mayor to sign Change Order #2.

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

### 3. Public Hearing

- a. A public hearing to determine if it is in the public interest to approve a transfer of ownership of a retail liquor license from Whisky River discount Liquor and Saloon, Inc to Vaughn Place and Brenna Place dba Soaring Peak Liquor & Saloon located at 544 Yellowstone Avenue.
- b. A public hearing to determine if it is in the public interest to approve a resolution supporting a Community Development Block Grant for a revision and update of the City of Cody Master Plan.

### 4. Conduct of Business

- a. Consider approving a transfer of ownership of a retail liquor license from Whisky River Discount Liquor and Saloon, Inc to Vaughn Place and Brenna Place dba Soaring Peak Liquor & Saloon located at 544 Yellowstone Avenue, contingent upon the sale of the business.

Staff Reference: Sara Wead, Assistant Administrative Services Officer

Spokesperson: Vaughn & Brenna Place

- b. **RESOLUTION 2011-08**  
**A RESOLUTION SUPPORTING A GRANT APPLICATION FOR UP TO \$50,000 TO THE WYOMING BUSINESS COUNCIL FOR A COMMUNITY DEVELOPMENT BLOCK GRANT TO COMPLETE A REVISION AND UPDATE TO THE CITY OF CODY MASTER PLAN.**

Staff Reference: Jenni Rosencranse, City Administrator

- c. Consider approving and authorizing the Mayor to sign a Memorandum of Understanding between Park County Weed and Pest Control District, Park County, Wyoming, the City of Powell, Wyoming and the City of Cody, Wyoming for the household hazardous waste collection day.

Staff Reference: Steve Payne, Public Works Director

- d. Consider approving the purchase and installation of a vault toilet at Veterans Memorial Park.

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

- e. **RESOLUTION 2011-10**  
**A RESOLUTION AUTHORIZING SUBMISSION OF A FUNDING APPLICATION TO THE WYOMING WATER DEVELOPMENT COMMISSION ON BEHALF OF THE CITY OF CODY FOR THE PURPOSE OF CONSTRUCTING A WATER TRANSMISSION MAIN ALONG THE SOUTH SIDE OF THE CODY WEST STRIP ALSO REFERRED TO AS YELLOWSTONE AVE. AND HIGHWAY 14/16/20.**

Staff Reference: Steve Payne, Public Works Director

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

Adjournment

### *Upcoming Meetings*

Special City Council Meeting: Thursday, September 1, 2011 @ 4:15 p.m. – Council Chambers  
Regular City Council Meeting: Tuesday, September 6, 2011 @ 7:00 p.m. – Council Chambers

**City of Cody**  
**Council Proceedings**  
**Thursday, July 28, 2011**

A special meeting of the Cody City Council was held in Council Chambers of City Hall in Cody, Wyoming on Thursday, July 28, 2011 at 4:15 p.m.

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

Absent: None

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

Abby Resch, a City of Cody citizen, along with Sarah Mikesell Growney, and Connie Zierke of the Prevention & Wellness Office at West Park Hospital presented the Governing Body information in regards to clean air and smoke free spaces within the City. Abby has created a Facebook page, "Clean Air for Cody Kids" and mentioned the numerous supporters and comments. The Governing Body will take this item into consideration. No action was taken.

The Governing Body reviewed the agenda for Tuesday, August 2<sup>nd</sup> Regular Council Meeting. No action was taken.

In staff updates, Steve Payne, Public Works Director, reminded the Governing Body about the schedule for chip sealing and the annual closure of the Recreation Center.

Council Member Miller made a motion seconded by Council Member Edwards to enter into Executive Session pursuant to Wyoming State Statute 16-4-405 at 5:53 p.m. to discuss matters of proposed litigation.

Council Member Miller made a motion seconded by Council Member Wolz to exit Executive Session at 6:09 p.m. Vote was unanimous.

There being no further business to discuss, the Mayor Brown adjourned the meeting at 6:11 p.m.

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Cindy Baker  
Administrative Services Officer

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Nancy Tia Brown  
Mayor

**City of Cody  
Council Proceedings  
Tuesday, August 2, 2011**

Council Member Miller made a motion seconded by Council Member Anderson to enter into Executive Session pursuant to Wyoming State Statute 16-4-405 at 6:15 p.m. to discuss possible acquisition of land. Vote was unanimous. Council Member Miller made a motion seconded by Council Member Wolz to exit Executive Session at 6:34 p.m. Vote was unanimous. No action was taken.

A regular meeting of the Cody City Council was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, August 2, 2011 at 7:00 p.m.

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

Absent: None

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

Council Member Miller made a motion seconded by Council Member Cloud to approve the agenda as presented. Vote was unanimous.

Council Member Miller made a motion seconded by Council Member Anderson to approve the consent calendar including approval of Special Meeting Minutes on 7/19/11, 7/21/11, and Regular Meeting Minutes on 7/14/2011. Approval of vouchers and payroll in the amount of \$494,680.17. Approve the reduction of accounts receivables and record bad-debt expenditures in the amount of \$48,845.33. Approve and authorize the Mayor to sign a service contract between Selby's and the City of Cody for \$365.00 for the image ProGraph 8000 series Plotter. Approve and authorize the Mayor to sign a contract between the City of Cody and Google for hosting of the City of Cody's email. Approve a request to declare a 1986 Jeep Pickup, salvage value of approximately \$250.00, as a surplus vehicle and direct staff to proceed in donating said vehicle to the Cody Volunteer Fire Department for training purposes. Award a professional services contract to Sage Engineering and authorize the Mayor to sign a contract with said firm for Design, Bid and Construction Observation and Administration Duties associated with the Skyline Drive and West Strip Water Main Project in the amount of \$27,810.00, subject to review by City Attorney. Approve sponsorship and authorize the Mayor to sign the grant agreement with the City of Cody, Yellowstone Regional Airport Joint Powers Board and the Federal Aviation Administration for the purchase of an Aircraft Rescue and Fire Fighting Vehicle in the amount of \$344,020.

At 7:06 p.m. Mayor Brown began the public hearing to determine if it is in the public interest to transfer ownership of a restaurant liquor license from M. S. Thomas, Inc. dba Bubba's Bar-B-Que Restaurant to June Bug, LLC. After calling for comments three times and there being none. The Mayor closed the public hearing at 7:09 p.m.

Council Member Anderson made a motion seconded by Council Member Wolz to approve a transfer of ownership of a restaurant liquor license from M.S. Thomas Inc dba Bubba's Bar-B-Que Restaurant to June Bug LLC. located at 512 Yellowstone Avenue, contingent upon the closing of the sale of the business. Vote was unanimous.

Council Member Cloud made a motion seconded by Council Member to Edwards approve the change in dispensing room for Maverick Inc dba Maverick #363 located at 2321 Big Horn Ave. Dispensing room change would be from a 20' x 16' room on the north end of the building to a 31 x 17 room on the north end of the building contingent upon completion of construction as proposed. Vote was unanimous.

Council Member Edwards made a motion seconded by Council Member Anderson to approve the change in dispensing room for Cooter Brown's LLC located at 1134 13<sup>th</sup> Street from a 30' x 200' room in the middle of the building to a 14' x 28.5' room in the northeast corner of the building. The remainder of the building will be used by Whole Foods Trading Company contingent upon completion of construction as proposed. Vote was unanimous.

**RESOLUTION 2011-06**

**FAIR HOUSING RESOLUTION**

Council Member Fritz made a motion seconded by Council Member Cloud to approve Resolution 2011-06. Vote was unanimous.

**RESOLUTION 2011-07**

**A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2011-2012**

Council Member Miller made a motion seconded by Council Member Fritz to approve Resolution 2011-07. Vote was unanimous.

Council Member Miller made a motion seconded by Council Member Anderson to approve and authorize the purchase of cable, vault and connector purchases out of electric reserves, plus allow additional purchases out of electrical reserves up to a total amount of \$250,000. Vote was unanimous.

In staff updates, Steve Payne, Public Works Director informed the Governing Body of 16<sup>th</sup> and Sheridan Ave work on the signals being performed by WYDOT indicating the project should be completed by Thursday. Other items of interest included on the Hazardous Waste Disposal Day will be September 10<sup>th</sup> and City street chip sealing project is in full swing and processing on schedule. Steve also mentioned former City employee David Donnelly had passed away, David had served the City for 12+ years. The City sends their sympathy and regards.

Rick Manchester, Parks, Facilities and Recreation Director, thanked all citizens for their understanding of the annual Recreation Center closure. The weekly Friday night summer concert continues with Shuffle Buggy performing this week, and a reminder the Ice Cream Social will be Friday, August 26<sup>th</sup>.

Mayor Brown thanked the LDS Church volunteers for their efforts in cleaning the 12<sup>th</sup> street Hill between the Recreation Center and LDS church.

There being no further business to come before the Governing Body, Mayor Brown adjourned the meeting at 7:43 pm.

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Cindy Baker  
Administrative Services Officer

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Nancy Tia Brown  
Mayor

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
127496	3E COMPANY	INV0033474	MSDS SHEETS	07/12/2011	243.75	243.75	08/17/2011	
			MSDS SHEETS		243.75	243.75	08/17/2011	
			MSDS SHEETS		243.75	243.75	08/17/2011	
			MSDS SHEETS		243.75	243.75	08/17/2011	
Total 127496					975.00	975.00		
125412	813-NCPERS WYOMING	08/08/2011	PREMIUM	08/08/2011	400.00	400.00	08/08/2011	
Total 125412					400.00	400.00		
127557	A & I DISTRIBUTORS	2069503	OIL	07/25/2011	462.00	462.00	08/17/2011	10W30
			antifreeze, extended life		47.94	47.94	08/17/2011	ANTIFREEZE
Total 127557					509.94	509.94		
200	A-1 ELECTRIC	01608	WEST LIFT STATION	07/28/2011	392.67	392.67	08/17/2011	
		01609	LAGOONS	07/28/2011	60.00	60.00	08/17/2011	
		01610	WEST LIFT STATION	07/28/2011	441.00	441.00	08/17/2011	
Total 200					893.67	893.67		
2390	ACE HARDWARE	211080	SUPPLIES	07/02/2011	12.08	12.08	08/17/2011	
		211714	SAW	07/12/2011	15.49	15.49	08/17/2011	
			TAPE / FLEX HOSE / NOZZLE		4.99	4.99	08/17/2011	
		211838	REPLACEMENT SPRINKLER	07/13/2011	3.79	3.79	08/17/2011	
		212200	SUPPLIES	07/18/2011	69.46	69.46	08/17/2011	
		212201	MISC SUPPLIES	07/18/2011	40.74	40.74	08/17/2011	
		212230	IRRIGATION SUPPLIES	07/18/2011	1.58	1.58	08/17/2011	
		212236	SHOVEL	07/18/2011	12.99	12.99	08/17/2011	
			NUTS & BOLTS		3.36	3.36	08/17/2011	
		212247	IRRIGATION SUPPLIES	07/18/2011	1.28	1.28	08/17/2011	
		212292	MISC SUPPLIES	07/19/2011	6.99	6.99	08/17/2011	
		212303	IRRIGATION SUPPLIES	07/19/2011	11.54	11.54	08/17/2011	
		212422	IRRIGATION SUPPLIES	07/20/2011	13.98	13.98	08/17/2011	
		212432	IRRIGATION SUPPLIES	07/20/2011	6.58	6.58	08/17/2011	
		212439	MISC SUPPLIES	07/20/2011	18.49	18.49	08/17/2011	
		212521	MISC SUPPLIES	07/21/2011	20.49	20.49	08/17/2011	
		212540	SUPPLIES	07/21/2011	18.49	18.49	08/17/2011	
		212721	TRASH CANS	07/25/2011	51.98	51.98	08/17/2011	
		212729	MISC SUPPLIES	07/25/2011	11.99	11.99	08/17/2011	
		212743	SPRINKLER	07/25/2011	3.54	3.54	08/17/2011	
		212767	MISC SUPPLIES	07/25/2011	8.49	8.49	08/17/2011	
		212814	RAW WATER REPAIRS	07/26/2011	19.47	19.47	08/17/2011	
		212843	TOOLS	07/26/2011	37.98	37.98	08/17/2011	
		212846	GLOVES	07/26/2011	22.47	22.47	08/17/2011	
		212858	KEYS - DRAW ST	07/26/2011	2.98	2.98	08/17/2011	
		212863	BATTERIES	07/26/2011	11.49	11.49	08/17/2011	
		212889	SUPPLIES	07/27/2011	34.97	34.97	08/17/2011	
		212892	MISC SUPPLIES	07/27/2011	11.48	11.48	08/17/2011	
		212897	IRRIGATION SUPPLIES	07/27/2011	6.27	6.27	08/17/2011	
		212902	MISC SUPPLIES	07/27/2011	19.98	19.98	08/17/2011	
		212907	IRRIGATION SUPPLIES	07/27/2011	3.10	3.10	08/17/2011	
		212917	SUPPLIES	07/27/2011	7.48	7.48	08/17/2011	
		212919	IRRIGATION SUPPLIES	07/27/2011	6.54	6.54	08/17/2011	
		212955	CLEANING SUPPLIES	07/27/2011	66.95	66.95	08/17/2011	
		212985	CHIP SEAL	07/28/2011	15.45	15.45	08/17/2011	
		213066	SUPPLIES	07/28/2011	13.47	13.47	08/17/2011	
		78-11955ADJ	SUMP PUMP RENTAL	07/29/2011	81.00	81.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
		213079	HOSE	07/29/2011	139.97	139.97	08/17/2011	
		213082	RAW WATER REPAIRS	07/29/2011	5.60	5.60	08/17/2011	
		213124	FITTINGS / ROPE	07/29/2011	69.95	69.95	08/17/2011	
		213141	SUPPLIES	07/29/2011	26.98	26.98	08/17/2011	
		213151	SUPPLIES	07/29/2011	29.93	29.93	08/17/2011	
		213220	CLEANING SUPPLIES	07/31/2011	86.87	86.87	08/17/2011	
		213232	CLEANING SUPPLIES	07/31/2011	51.42	51.42	08/17/2011	
		213264	OFFICE SUPPLIES	08/01/2011	34.81	34.81	08/17/2011	
		213286	SUPPLIES	08/01/2011	43.37	43.37	08/17/2011	
		213306	GROUT SUPPLIES	08/01/2011	23.97	23.97	08/17/2011	
		213327	IRRIGATION SUPPLIES	08/02/2011	14.94	14.94	08/17/2011	
		213336	GROUT STEAM ROOM	08/02/2011	33.76	33.76	08/17/2011	
		213347	VAN KEY	08/02/2011	1.79	1.79	08/17/2011	
		213380	IRRIGATION SUPPLIES	08/02/2011	4.37	4.37	08/17/2011	
		213384	SUPPLIES	08/02/2011	4.99	4.99	08/17/2011	
		213494	IRRIGATION SUPPLIES	08/03/2011	14.94	14.94	08/17/2011	
		213539	CLEANING SUPPLIES	08/04/2011	57.84	57.84	08/17/2011	
		213606	CLEANING SUPPLIES	08/04/2011	25.95	25.95	08/17/2011	
		213636	NUTS & BOLTS	08/05/2011	11.74	11.74	08/17/2011	
		213644	REFUND DEPOSIT FOR PUMP RENTAI	08/05/2011	15.00 -	15.00 -	08/17/2011	
		213645	CLEANING SUPPLIES	08/05/2011	19.17	19.17	08/17/2011	
		213671	TOOLS	08/05/2011	7.58	7.58	08/17/2011	
	Total 2390				1,394.34	1,394.34		
126373	ADVANCED VETERINARY CARE	56969	CANINE CARE - ABBY	05/26/2011	46.20	46.20	08/17/2011	
	Total 126373				46.20	46.20		
450	ALDRICH LUMBER CO	436219	BROOM	07/12/2011	17.99	17.99	08/17/2011	
		436244	CONCRETE SEALER	07/12/2011	18.79	18.79	08/17/2011	
		436787	MISC SUPPLIES	07/20/2011	5.78	5.78	08/17/2011	
		436843	MISC SUPPLIES	07/21/2011	17.24	17.24	08/17/2011	
		437265	TOOLS	07/29/2011	16.99	16.99	08/17/2011	
		437535	SUPPLIES	08/03/2011	3.87	3.87	08/17/2011	
		437543	SUPPLIES	08/03/2011	2.16	2.16	08/17/2011	
		437681	SUPPLIES	08/05/2011	43.04	43.04	08/17/2011	
		437842	SUPPLIES	08/08/2011	54.65	54.65	08/17/2011	
	Total 450				180.51	180.51		
126551	ALSCO	753668	TOWELS	07/22/2011	93.03	93.03	08/17/2011	
		755560	TOWELS	07/29/2011	35.77	35.77	08/17/2011	
	Total 126551				128.80	128.80		
128436	ALTE KAMERADEN	070111	CONCERTS IN THE PARK 8/26/11	07/01/2011	500.00	500.00	08/17/2011	
	Total 128436				500.00	500.00		
550	AMERICAN FAMILY LIFE ASSUR	188526	AFLAC PREMIUM	07/12/2011	2,194.54	2,194.54	08/08/2011	
	Total 550				2,194.54	2,194.54		
128592	AMERICAN WELDING & GAS, IN	01210445	WELDER SWITCH	07/12/2011	26.32	26.32	08/17/2011	
		01220017	SAFETY GLASSES	07/25/2011	64.80	64.80	08/17/2011	
		01221052	RAW WATER REPAIRS	07/25/2011	33.01	33.01	08/17/2011	
		01371614	WELDING SUPPLIES	07/28/2011	33.11	33.11	08/17/2011	
		01375648	SUPPLIES	07/31/2011	30.69	30.69	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
		01375649	CYLINDER RENTAL	07/31/2011	10.23	10.23	08/17/2011	
		01375651	SUPPLIES	07/31/2011	51.15	51.15	08/17/2011	
		01375652	CYLINDER RENTAL	07/31/2011	20.46	20.46	08/17/2011	
	Total 128592				269.77	269.77		
126399	BARCO PRODUCTS	071100341	BARRICADES	07/22/2011	961.60	961.60	08/17/2011	
	Total 126399				961.60	961.60		
1010	BEAR CO, INC	158304	TIRE REPAIR	07/19/2011	77.00	77.00	08/17/2011	
		158443	TIRES	07/22/2011	184.00	184.00	08/17/2011	
		158790	TIRES GO4 BOBCAT REC CENTER	08/02/2011	860.00	860.00	08/17/2011	
	Total 1010				1,121.00	1,121.00		
129110	BEAUCHAMP, JOHN	3189031	UTILITY DEPOSIT REFUND	07/26/2011	42.46	42.46	08/17/2011	
	Total 129110				42.46	42.46		
1160	BIG HORN GLASS	3039010	EQUAL PAY SETTLEMENT	07/27/2011	394.26	394.26	08/17/2011	
	Total 1160				394.26	394.26		
123189	BIG HORN HORTICULTURAL SE	229403	MOSQUITO CONTROL	07/26/2011	3,725.00	3,725.00	08/17/2011	
		229405	RIGHT OF WAY CLEARING	07/26/2011	175.00	175.00	08/17/2011	
	Total 123189				3,900.00	3,900.00		
1180	BIG HORN PAINT	0058465	PAINT CHILD CARD ROOM	08/04/2011	30.38	30.38	08/17/2011	
	Total 1180				30.38	30.38		
1182	BIG HORN PRECAST	6325	STORM STRUCTURES	07/03/2011	2,160.00	2,160.00	08/17/2011	
	Total 1182				2,160.00	2,160.00		
1210	BIG HORN WHOLESALE	131289	MISC SUPPLIES	07/18/2011	126.38	126.38	08/17/2011	
		131452	CLEANING SUPPLIES	07/26/2011	1,322.44	1,322.44	08/17/2011	
		131489	SUPPLIES	07/28/2011	192.87	192.87	08/17/2011	
		13525	SUPPLIES	07/29/2011	7.95	7.95	08/17/2011	
	Total 1210				1,649.64	1,649.64		
1590	BLOEDORN LUMBER	42986	ROLLOUT MODIFICATIONS	07/25/2011	84.16	84.16	08/17/2011	
		46809	IRRIGATION SUPPLIES	07/27/2011	62.99	62.99	08/17/2011	
		587860	ROLLOUT REPAIRS	08/01/2011	84.16	84.16	08/17/2011	
	Total 1590				231.31	231.31		
1360	BLUE CROSS BLUE SHIELD OF	071811	INSURANCE PREMIUM	07/18/2011	99,847.23	99,847.23	08/17/2011	
	Total 1360				99,847.23	99,847.23		
1400	BOONE'S MACHINE SHOP	47551	EQUIPMENT REPAIR	07/21/2011	51.26	51.26	08/17/2011	
	Total 1400				51.26	51.26		
1420	BORDER STATES INDUSTRIES I	902671407	SUBSTATION MAINT.	07/25/2011	195.86	195.86	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
		902698223	SYSTEM UPGRADE	07/29/2011	1,290.00	1,290.00	08/17/2011	
	Total 1420				1,485.86	1,485.86		
123538	BRESNAN COMMUNICATIONS	71511-MNTK	MENTOCK PARK SECURITY	07/15/2011	60.15	60.15	08/17/2011	
		071511-REC	REC CENTER- CABLE	07/15/2011	46.94	46.94	08/17/2011	
		072011-CH	INTERNET - CITY HALL	07/15/2011	99.95	99.95	08/17/2011	
		072811-REC	INTERNET - REC CENTER	07/28/2011	65.15	65.15	08/17/2011	
	Total 123538				272.19	272.19		
1510	BRODY CHEMICAL	283852	MISC SUPPLIES	07/14/2011	121.99	121.99	08/17/2011	
	Total 1510				121.99	121.99		
129114	BUDGET BLINDS	40760	BLINDS	08/05/2011	3,896.00	3,896.00	08/17/2011	
	Total 129114				3,896.00	3,896.00		
1690	C & C WELDING	13509	EQUIPMENT REPAIR	07/07/2011	96.60	96.60	08/17/2011	
		13617	SUPPLIES	07/27/2011	2.45	2.45	08/17/2011	
	Total 1690				99.05	99.05		
126368	CABELA'S	009292218	TRAIL CAMERA / SECURITY CASE	07/22/2011	230.32	230.32	08/17/2011	
	Total 126368				230.32	230.32		
124384	CALECO FOUNDRY	7844	MEDALIONS FOR SHERIDAN AVE	07/22/2011	180.00	180.00	08/17/2011	
	Total 124384				180.00	180.00		
1860	CARPET HUT	080111	GROUT	08/01/2011	1,184.72	1,184.72	08/17/2011	
	Total 1860				1,184.72	1,184.72		
10200	CARQUEST AUTO PARTS	2874-167569	REPAIR PARTS	07/07/2011	3.48	3.48	08/17/2011	
		2874-167611	REPAIR PARTS	07/08/2011	3.48	3.48	08/17/2011	
		2874-167639	REPAIR PARTS	07/08/2011	10.76	10.76	08/17/2011	
		2874-167695	CREDIT FOR REPAIR PART	07/08/2011	114.49 -	114.49 -	08/17/2011	
		2874-167801	REPAIR PARTS	07/11/2011	111.08	111.08	08/17/2011	
		2874-168446	filter, A/C/2	07/15/2011	18.68 -	18.68 -	08/17/2011	83166
			filter, air		3.93 -	3.93 -	08/17/2011	87083
			filter, air		10.97 -	10.97 -	08/17/2011	87122
			CREDIT - REPAIR PARTS		16.54 -	16.54 -	08/17/2011	
		2874-168642	REPAIR PARTS	07/18/2011	14.26	14.26	08/17/2011	
		2874-168721	HYDRANT METER STANDS	07/19/2011	29.99	29.99	08/17/2011	
		2874-169037	REPAIR PARTS	07/21/2011	5.21	5.21	08/17/2011	
		2874-169547	GREASE	07/27/2011	13.40	13.40	08/17/2011	
		2874-169770	TOOLS	07/29/2011	3.93	3.93	08/17/2011	
	Total 10200				30.98	30.98		
1930	CASELLE INC	39147	CASELLE MAINTENANCE AGREEMEN	08/01/2011	3,895.00	3,895.00	08/17/2011	
	Total 1930				3,895.00	3,895.00		
2050	CAT'S WEST UPHOLSTERY	107562	BENCH PADS	08/02/2011	80.00	80.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
	Total 2050				80.00	80.00		
124671	CDW GOVERNMENT, INC.	ZBX5955	ANTI VIRUS LICENSES	07/22/2011	1,807.55	1,807.55	08/17/2011	
	Total 124671				1,807.55	1,807.55		
2155	CHIEF SUPPLY	415631	UNIFORMS	07/26/2011	194.96	194.96	08/17/2011	
	Total 2155				194.96	194.96		
2260	CITY OF CODY	072911	UTILITIES	07/19/2011	81.01	81.01	08/17/2011	
			UTILITIES		228.76	228.76	08/17/2011	
			UTILITIES		843.16	843.16	08/17/2011	
			UTILITIES		254.78	254.78	08/17/2011	
			UTILITIES		43.15	43.15	08/17/2011	
	Total 2260				1,450.86	1,450.86		
129079	CODY CAB	072711	TIPSY TAXI VOUCHERS (14)	07/27/2011	98.00	98.00	08/17/2011	
		080211	TIPSY TAXI VOUCHERS (13)	08/02/2011	91.00	91.00	08/17/2011	
		080811	TIPSY TAXI VOUCHERS (24)	08/08/2011	168.00	168.00	08/17/2011	
	Total 129079				357.00	357.00		
2590	CODY ENTERPRISE	073111	ADVERTISING	07/31/2011	94.40	94.40	08/17/2011	
			ADVERTISING		4,571.95	4,571.95	08/17/2011	
			ADVERTISING		165.00	165.00	08/17/2011	
			ADVERTISING		1,149.60	1,149.60	08/17/2011	
	Total 2590				5,980.95	5,980.95		
2715	CODY PAINT & BODY INC.	16838	TOWING CASE 11-1544	07/29/2011	160.00	160.00	08/17/2011	
	Total 2715				160.00	160.00		
2765	CODY ROTARY CLUB	100978	ROTARY DUES	06/30/2011	93.00	93.00	08/17/2011	
			ROTARY DUES		93.00	93.00	08/17/2011	
	Total 2765				186.00	186.00		
125607	CODY STAMPEDE BOARD	070111	SPECIAL FUNDING	07/29/2011	3,000.00	3,000.00	08/17/2011	
	Total 125607				3,000.00	3,000.00		
2850	CODY WINNELSON COMPANY	110540-00	BRASS FITTINGS	07/11/2011	9.75	9.75	08/17/2011	
		110566-00	FITTINGS	07/12/2011	52.10	52.10	08/17/2011	
		110612-00	4" PL X PL ADAPTER	07/13/2011	12.32	12.32	08/17/2011	1003-WW
			4" CL X PL ADAPTER		10.50	10.50	08/17/2011	1001-WW
		110915-00	FITTINGS / VALVES	07/25/2011	76.53	76.53	08/17/2011	
		110941-00	THREAD SEALANT / REDUCER	07/26/2011	24.11	24.11	08/17/2011	
	Total 2850				185.31	185.31		
123659	COLONIAL RESEARCH CHEMIC,	125699	ORANGE CLEANER	07/28/2011	370.59	370.59	08/17/2011	
	Total 123659				370.59	370.59		
124611	CONSTRUCTION CONCEPTS, IN	767	CONCRETE WORK	07/27/2011	10,955.02	10,955.02	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
	Total 124611				10,955.02	10,955.02		
3140	COPENHAVER KATH KITCHEN F	080111	LEGAL SERVICES	08/01/2011	6,091.67	6,091.67	08/17/2011	
	Total 3140				6,091.67	6,091.67		
124245	CPS DISTRIBUTORS INC	1466994-00	IRRIGATION SUPPLIES	07/08/2011	608.00	608.00	08/17/2011	
		1474866-00	IRRIGATION SUPPLIES	07/20/2011	340.02	340.02	08/17/2011	
		1477109-00	IRRIGATION SUPPLIES	07/25/2011	550.00	550.00	08/17/2011	
		1482304-00	IRRIGATION SUPPLIES	08/02/2011	605.00	605.00	08/17/2011	
	Total 124245				2,103.02	2,103.02		
3290	CRISIS INTERVENTION SERVICI	070111	SPECIAL FUNDING ALLOCATION FY11	07/01/2011	5,000.00	5,000.00	08/17/2011	
	Total 3290				5,000.00	5,000.00		
128750	CROSSFIT CODY	080111	CROSSFIT CODY CLASSES JULY 2011	08/01/2011	2,546.40	2,546.40	08/17/2011	
	Total 128750				2,546.40	2,546.40		
3300	CRUM ELECTRIC	1248654-00	SYSTEM MAINTENANCE	07/26/2011	94.80	94.80	08/17/2011	
	Total 3300				94.80	94.80		
128224	CULLIGAN	072611	BIO SCRUBBER REPAIR	07/26/2011	136.61	136.61	08/17/2011	
	Total 128224				136.61	136.61		
3450	DAVE'S WELDING	4023510	EQUAL PAY SETTLEMENT	07/27/2011	276.43	276.43	08/17/2011	
	Total 3450				276.43	276.43		
124470	DIVISION OF VICTIM'S SERVICE	080311	CRIME VICTIM'S COMP - JULY 2011	08/03/2011	1,432.00	1,432.00	08/17/2011	
	Total 124470				1,432.00	1,432.00		
3765	DOMINO'S PIZZA	1448	SAFETY MEETING (LESS SALES TAX)	08/04/2011	95.88	95.88	08/17/2011	
	Total 3765				95.88	95.88		
128152	DON F. SHREVE, JR. ESQ.	080111	PROFESSIONAL SERVICES	08/01/2011	995.78	995.78	08/17/2011	
	Total 128152				995.78	995.78		
126679	EAGLE RECOVERY & TOWING	5765	TOWING - CASE 11-1549	08/01/2011	125.00	125.00	08/17/2011	
	Total 126679				125.00	125.00		
126045	EGGER, BEAU	27788	UNIFORM PURCHASE	07/20/2011	71.40	71.40	08/17/2011	
	Total 126045				71.40	71.40		
2630	ENERGY WEST	072911	UTILITIES - REC CENTER	07/29/2011	1,786.13	1,786.13	08/17/2011	
			UTILITIES - REC CENTER AQUATICS		5,358.38	5,358.38	08/17/2011	
		080311	UTILITIES	08/03/2011	66.62	66.62	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 2630					7,211.13	7,211.13		
4210	FARM PLAN CORPORATION	628885	EQUIPMENT REPAIRS	08/02/2011	224.79	224.79	08/17/2011	
Total 4210					224.79	224.79		
126018	FASTENAL COMPANY 01WYCD\	/YCDY36144	CUT OFF WHEELS	07/19/2011	21.01	21.01	08/17/2011	
		/YCDY36246	Bolts	07/22/2011	23.21	23.21	08/17/2011	
		/YCDY36249	NUTS & BOLTS	07/22/2011	37.49	37.49	08/17/2011	
		/YCDY36380	FASTENERS	07/29/2011	77.54	77.54	08/17/2011	
		/YCDY36448	Bolts	08/01/2011	1.06	1.06	08/17/2011	
Total 126018					160.31	160.31		
127450	FORWARD CODY WYOMING, IN	080511	ELEUTIAN GRANT	08/05/2011	348,307.00	348,307.00	08/17/2011	
Total 127450					348,307.00	348,307.00		
123014	GALLS, AN ARAMARK COMPAN'	511489292	UNIFORM C17	07/12/2011	156.04	156.04	08/17/2011	
			CREDIT-PD \$150.24 W/CK 61042 7/20/1		150.24 -	150.24 -	08/17/2011	
		511505190	UNIFORMS C09, C17, C25	07/20/2011	439.67	439.67	08/17/2011	
		511508569	UNIFORMS / SUPPLIES	07/21/2011	205.08	205.08	08/17/2011	
			UNIFORMS / SUPPLIES		96.33	96.33	08/17/2011	
Total 123014					746.88	746.88		
4450	GAMBLES	706853	SUPPLIES	07/27/2011	7.29	7.29	08/17/2011	
Total 4450					7.29	7.29		
124850	GENERATOR STARTER SHOP II	014775	STARTER FOR P105	07/28/2011	215.00	215.00	08/17/2011	
Total 124850					215.00	215.00		
128246	GEORGE T. SANDERS COMPAN	2625205-00	BUILDING REPAIRS	07/19/2011	50.30	50.30	08/17/2011	
Total 128246					50.30	50.30		
12306	H B I INSURANCE	51861	BOND - JUDGE WEBSTER	08/01/2011	170.00	170.00	08/17/2011	
Total 12306					170.00	170.00		
129068	HACKBARTH, ANDY	070111	CONCERTS IN THE PARK 9/3/11	07/01/2011	2,700.00	2,700.00	08/17/2011	
Total 129068					2,700.00	2,700.00		
4780	HARRIS TRUCKING & CONST. C	121794	WASHED ROCK	07/14/2011	73.40	73.40	08/17/2011	
		121856	2AB PROJECT	07/29/2011	720.00	720.00	08/17/2011	
		121864	ASPHALT PATCHING	07/29/2011	13,285.27	13,285.27	08/17/2011	
		AY #3 - 16TH	16TH ST STORM SEWER UPGRADE PI	08/01/2011	81,645.61	81,645.61	08/17/2011	
		T #3A - 16TH	16TH ST STORM SEWER UPGRADE PI	07/29/2011	2,219.25	2,219.25	08/17/2011	
			16TH ST STORM SEWER UPGRADE PI		3,578.50	3,578.50	08/17/2011	
Total 4780					101,522.03	101,522.03		
5135	HURRICANE CARPET CLEANINC	073011	CARPET CLEANING - REC CENTER	07/30/2011	450.00	450.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 5135					450.00	450.00		
126019	I STATE TRUCK CENTER	51090548:01	SEAT PART BACK SENT PART BACK System ADJ: 08/10/2011 03:22 PM System ADJ: 08/10/2011 03:22 PM	07/26/2011	139.73 139.73 - 139.73 - 139.73			
		51090632:01	PARTS	08/01/2011	134.10	134.10	08/17/2011	
Total 126019					134.10	134.10		
5170	ICMA RETIREMENT-457-#303143	08/03/2011	EMPLOYEE CONTRIBUTIONS	08/04/2011	4,954.73	4,954.73	08/04/2011	
Total 5170					4,954.73	4,954.73		
128756	IGOR & THE RED ELVISES	070111	CONCERTS IN THE PARK 9/3/11	07/01/2011	2,000.00	2,000.00	08/17/2011	
Total 128756					2,000.00	2,000.00		
5340	INTERMOUNTAIN SWEEPER CC	84945	SWEEPER PARTS	07/22/2011	376.00	376.00	08/17/2011	
		84994	SWEEPER PARTS	07/27/2011	229.74	229.74	08/17/2011	
Total 5340					605.74	605.74		
126715	INTERSTATE BATTERIES -BILLII	47016003	BATTERIES	07/26/2011	274.85	274.85	08/17/2011	
Total 126715					274.85	274.85		
5700	K-B COMMERCIAL PRODUCTS	2943089.002	CLEANING SUPPLIES	07/28/2011	168.95	168.95	08/17/2011	
		2947406.001	CLEANING SUPPLIES	07/21/2011	153.60	153.60	08/17/2011	
Total 5700					322.55	322.55		
126040	KEEGAN & WINSLOW LAW FIRM	080111	PROFESSIONAL FEES LEGAL SERVICES	08/01/2011	315.00 1,000.00	315.00 1,000.00	08/17/2011 08/17/2011	
Total 126040					1,315.00	1,315.00		
9029	KENCO SECURITY & TECHNOLC	902174	SECURITY MONITORING - CITY HALL	08/01/2011	94.50	94.50	08/17/2011	
		902175	SECURITY MONITORING - REC CENTE	08/01/2011	109.50	109.50	08/17/2011	
Total 9029					204.00	204.00		
129105	LAGRANT, SHARON	071511	CONCERT SOUND TECHNICIAN TRAIN	07/15/2011	50.00	50.00	08/17/2011	
Total 129105					50.00	50.00		
129111	LANDER TRIATHLON CLUB	072111	MULTI-SPORT SERIES CONTRIBUTION	07/21/2011	59.00	59.00	08/17/2011	
Total 129111					59.00	59.00		
5980	LANNAN'S SUPPLY	083807	SUPPLIES	07/20/2011	137.87	137.87	08/17/2011	
Total 5980					137.87	137.87		
128672	LIFE'S JOURNEY COUNSELING,	072611	COURT INTERPRETER FEES	07/26/2011	75.00	75.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 128672					75.00	75.00		
125750	LINCOLN COMMERCIAL POOL E	SI167886	CLEANING SUPPLIES / PROGRAMS	07/16/2011	175.75	175.75	08/17/2011	
			CLEANING SUPPLIES / PROGRAMS		374.51	374.51	08/17/2011	
Total 125750					550.26	550.26		
125191	LONG BUILDING TECH INC	VCE0054792	VENTILATION REPAIRS - REC CENTEF	07/26/2011	380.25	380.25	08/17/2011	
			VENTILATION REPAIRS - REC CENTEF		380.25	380.25	08/17/2011	
Total 125191					760.50	760.50		
123005	M. LEE SMITH PUBLISHERS LLC	14847778-B2	WYOMING LAW LETTER	07/26/2011	387.00	387.00	08/17/2011	
Total 123005					387.00	387.00		
6390	MC CUMBER LOCKSMITH SHOF	2451A	VEHICLE KEY COPIES	07/27/2011	13.50	13.50	08/17/2011	
Total 6390					13.50	13.50		
6635	MICRO-COMM. INC.	0033760-IN	WEST LIFT STATION SCADA	07/13/2011	796.19	796.19	08/17/2011	
		0033780-IN	SCADA SERVICE CONTRACT	07/15/2011	2,475.00	2,475.00	08/17/2011	
			SCADA SERVICE CONTRACT		2,475.00	2,475.00	08/17/2011	
Total 6635					5,746.19	5,746.19		
6640	MIDLAND IMPLEMENT CO	639411001	IRRIGATION SUPPLIES	07/25/2011	544.40	544.40	08/17/2011	
Total 6640					544.40	544.40		
128805	MISS "V" THE GYPSY COWBELL	070111	CONCERTS IN THE PARK 9/3/11	07/01/2011	450.00	450.00	08/17/2011	
Total 128805					450.00	450.00		
6930	MOUNTAIN WEST INC	021670	UNIFORMS	07/26/2011	923.54	923.54	08/17/2011	
		021674	UNIFORMS	07/27/2011	400.50	400.50	08/17/2011	
		021682	UNIFORMS	07/28/2011	7.95	7.95	08/17/2011	
Total 6930					1,331.99	1,331.99		
124983	N F P A	5275053X	1 YR. MEMBERSHIP DUES - ROBERT F	08/02/2011	150.00	150.00	08/17/2011	
Total 124983					150.00	150.00		
128948	NORCO, INC.	08425434	SUPPLIES	07/31/2011	10.54	10.54	08/17/2011	
Total 128948					10.54	10.54		
7340	NORTHERN GARDENS	059693	LANDSCAPE SUPPLIES	06/23/2011	62.95	62.95	08/17/2011	
		066154	LANDSCAPE SUPPLIES	06/23/2011	28.63	28.63	08/17/2011	
Total 7340					91.58	91.58		
123493	NORTHERN SAFETY EQUIPMEN	06951001010	SAFETY GLOVES	07/25/2011	131.36	131.36	08/17/2011	
Total 123493					131.36	131.36		
7400	NORTHWEST PIPE	1782490	6"MJ x 4"MJ reducer	07/25/2011	43.04	43.04	08/17/2011	1223-W

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
			HYDRANT PARTS		135.69	135.69	08/17/2011	
		1782492	6"MJ x 4"MJ reducer	07/26/2011	43.04	43.04	08/17/2011	1223-W
		CM1754237	CREDIT FOR RETURNED ITEM	07/28/2011	122.39 -	122.39 -	08/17/2011	
	Total 7400				99.38	99.38		
127346	PARK CNTY COURT TRTMNT PF	070111	SPECIAL FUNDING ALLOCATION FY 1	07/01/2011	5,500.00	5,500.00	08/17/2011	
	Total 127346				5,500.00	5,500.00		
5120	PARK COUNTY ANIMAL SHELTE	080111	ANIMAL SERVICE CONTRACT	08/01/2011	3,750.00	3,750.00	08/17/2011	
			PAYMENT #22 ON UTILITY PERMIT		100.00 -	100.00 -	08/17/2011	
	Total 5120				3,650.00	3,650.00		
124803	PARK COUNTY ARENA BOARD	070111	SPECIAL FUNDING ALLOCATION FY11	07/01/2011	4,000.00	4,000.00	08/17/2011	
	Total 124803				4,000.00	4,000.00		
128493	PARK COUNTY CIRCUIT COURT	08/03/2011	CV-2011-55	08/04/2011	302.93	302.93	08/04/2011	
	Total 128493				302.93	302.93		
129116	PARK COUNTY CLERK	072611	FILING FEE	07/26/2011	8.00	8.00	08/17/2011	
	Total 129116				8.00	8.00		
129053	PARK COUNTY LANDFILL	073111	LANDFILL CHARGES	07/31/2011	88,460.00	88,460.00	08/17/2011	
			LANDFILL CHARGES		24.00	24.00	08/17/2011	
			LANDFILL CHARGES		44.00	44.00	08/17/2011	
	Total 129053				88,528.00	88,528.00		
7730	PARK COUNTY READY MIX	41492	CONCRETE PAD	07/12/2011	198.50	198.50	08/17/2011	
		41557	ROAD 2AB	07/20/2011	349.00	349.00	08/17/2011	
		41568	ROAD 2AB	07/21/2011	349.00	349.00	08/17/2011	
		41577	ROAD 2AB	07/22/2011	349.00	349.00	08/17/2011	
		41582	ROAD 2AB	07/22/2011	349.00	349.00	08/17/2011	
	Total 7730				1,594.50	1,594.50		
7740	PARK COUNTY SHERIFF	073111	INCARCERATION COSTS - JULY 2011	07/31/2011	480.00	480.00	08/17/2011	
	Total 7740				480.00	480.00		
127000	PARK SUPPLY OF AMERICA	35337500	SUPPLIES	07/20/2011	24.48	24.48	08/17/2011	
	Total 127000				24.48	24.48		
7830	PAWNEE IRRIGATION EVERGRI	11115	IRRIGATION SUPPLIES	06/06/2011	268.51	268.51	08/17/2011	
		11168	IRRIGATION SUPPLIES	06/13/2011	178.71	178.71	08/17/2011	
	Total 7830				447.22	447.22		
7980	PLAN ONE ARCHITECTS	8 - 7/15/11	CITY HALL RETROFIT	07/15/2011	2,200.00	2,200.00	08/17/2011	
	Total 7980				2,200.00	2,200.00		
128345	POTO, STEVEN	080311	RESTITUTION FROM F JOHANSEN JF	08/03/2011	100.00	100.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 128345					100.00	100.00		
128149	PRO-BUILD	896178	SUPPLIES - OLD RAW WATER BLDG	07/08/2011	73.20	73.20	08/17/2011	
		897669	MISC SUPPLIES	07/22/2011	6.71	6.71	08/17/2011	
Total 128149					79.91	79.91		
128981	PRODUCTION MACHINE	41939	CO2 SANITATION TRUCK	07/29/2011	111.40	111.40	08/17/2011	
Total 128981					111.40	111.40		
128033	PROVIDENT LIFE & ACCIDENT I	08/08/2011	PREMIUMS	08/08/2011	247.40	247.40	08/08/2011	
Total 128033					247.40	247.40		
129043	PUBLIC SURPLUS	073111	AUCTION FEES	07/31/2011	2,302.44	2,302.44	08/17/2011	
Total 129043					2,302.44	2,302.44		
430	PURCHASE ADVANTAGE CARD	025701	REC PROGRAMS	07/25/2011	4.38	4.38	08/17/2011	
		027099	EMPLOYEE PICNIC	07/27/2011	67.25	67.25	08/17/2011	
		027145	EMPLOYEE PICNIC	07/27/2011	31.41	31.41	08/17/2011	
		027578	REC CENTER PROGRAMS	07/27/2011	10.76	10.76	08/17/2011	
		028290	CAMP SUPPLIES	07/28/2011	8.95	8.95	08/17/2011	
Total 430					122.75	122.75		
127502	QQUEST ASSET MANAGEMENT S	587-9102011	MANAGER PLUS SOFTWARE SERVICE	07/22/2011	498.00	498.00	08/17/2011	
Total 127502					498.00	498.00		
125010	QUALITY ASPHALT PAVING INC	1128	ASPHALT PATCHING	07/21/2011	4,602.50	4,602.50	08/17/2011	
Total 125010					4,602.50	4,602.50		
10091	QWEST	071911	PHONE CHARGES	07/19/2011	703.08	703.08	08/17/2011	
		080111	PHONE CHARGES	08/01/2011	1,158.92	1,158.92	08/17/2011	
Total 10091					1,862.00	1,862.00		
4970	RED EAGLE FOOD STORES	NP30860637	FUEL	08/01/2011	49.15	49.15	08/17/2011	
			FUEL		112.86	112.86	08/17/2011	
			FUEL		76.47	76.47	08/17/2011	
			FUEL		49.12	49.12	08/17/2011	
			FUEL		101.75	101.75	08/17/2011	
			FUEL		428.57	428.57	08/17/2011	
			FUEL		436.62	436.62	08/17/2011	
			FUEL		145.81	145.81	08/17/2011	
Total 4970					1,400.35	1,400.35		
7570	ROCKY MOUNTAIN POWER	072111	UTILITIES	07/21/2011	32.51	32.51	08/17/2011	
			UTILITIES		718.37	718.37	08/17/2011	
Total 7570					750.88	750.88		
124586	ROGER'S SPORT CENTER	23594	MISC SUPPLIES	07/21/2011	28.49	28.49	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
	Total 124586				28.49	28.49		
128638	SAGE APPRAISAL SERVICES, IN	2011021	LAND APPRAISAL FOR SOLID WASTE	07/29/2011	2,400.00	2,400.00	08/17/2011	
	Total 128638				2,400.00	2,400.00		
128760	SCHMIDT, ERIC	080311	RESTITUTION FROM MC-1003-063	08/03/2011	400.00	400.00	08/17/2011	
	Total 128760				400.00	400.00		
128786	SCREEN DOOR PORCH	070111	CONCERTS IN THE PARK 9/3/11	07/01/2011	850.00	850.00	08/17/2011	
	Total 128786				850.00	850.00		
9040	SELBYS	1002312-000	PLOTTER CLEANING & SERVICE	07/25/2011	320.00	320.00	08/17/2011	
	Total 9040				320.00	320.00		
9130	SHOSHONE MUNICIPAL PIPELIN	9130	SMP WATER PURCHASE - JULY 2011	08/01/2011	163,815.44	163,815.44	08/17/2011	
	Total 9130				163,815.44	163,815.44		
9140	SHOSHONE OFFICE SUPPLY	0082490	CREDIT FOR RETURNED TONER	07/18/2011	162.99 -	162.99 -	08/17/2011	
		0083151	PRINTER INK	07/19/2011	98.98	98.98	08/17/2011	
		0083170	TONER	07/27/2011	77.99	77.99	08/17/2011	
		0083207	SUPPLIES	07/21/2011	1.39	1.39	08/17/2011	
		0083273	OFFICE SUPPLIES	07/26/2011	193.94	193.94	08/17/2011	
		0083282	OFFICE SUPPLIES	07/26/2011	440.79	440.79	08/17/2011	
		0083306	CREDIT - FOR RETURNED TONER	07/28/2011	77.99 -	77.99 -	08/17/2011	
		0083321	OFFICE / SQUAD ROOM SUPPLIES	07/28/2011	135.75	135.75	08/17/2011	
		0083356	TONER	08/11/2011	402.99	402.99	08/17/2011	
	Total 9140				1,110.85	1,110.85		
126902	SPECIAL OPERATIONS GROUP	CPD7511GE	LIGHTING FOR STAMPEDE	07/01/2011	705.20	705.20	08/17/2011	
	Total 126902				705.20	705.20		
128499	SPECTRA ASSOCIATES, INC	31139-D	OFFICIAL CITY MINUTE BOOK	07/21/2011	121.80	121.80	08/17/2011	
	Total 128499				121.80	121.80		
127050	STAMPEDE PARADE COMMITTE	070111	SPECIAL FUNDING	07/21/2011	3,000.00	3,000.00	08/17/2011	
	Total 127050				3,000.00	3,000.00		
127774	STEWART'S MERCANTILE	8295-32	EMPLOYEE PICNIC	08/02/2011	326.00	326.00	08/17/2011	
	Total 127774				326.00	326.00		
9635	STROUPE PEST CONTROL CO	080211-EL	PEST CONTROL	08/02/2011	55.00	55.00	08/17/2011	
	Total 9635				55.00	55.00		
126615	TACTICAL DESIGN LABS	8090	UNIFORMS	07/27/2011	71.00	71.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
					71.00	71.00		
124403	THE LIFEGUARD STORE, INC	INV05008	WHISTLES	07/20/2011	443.25	443.25	08/17/2011	
					443.25	443.25		
6240	THE UPS STORE	5450	EVIDENCE SHIPPING	07/21/2011	8.72	8.72	08/17/2011	
		8590	SUPPLIES	07/18/2011	5.94	5.94	08/17/2011	
		9189	SHIPPINGS	07/28/2011	12.57	12.57	08/17/2011	
		9421	SHIPPING	08/02/2011	34.43	34.43	08/17/2011	
					61.66	61.66		
128471	TITAN ACCESS	1C08909	PARTS	07/28/2011	113.33	113.33	08/17/2011	
					113.33	113.33		
9930	TRACTOR & EQUIPMENT CO	LCS0491961	PARTS	07/26/2011	24.96	24.96	08/17/2011	
					24.96	24.96		
9980	TRIPLE L SALES	I-18407	FITTINGS	07/12/2011	7.15	7.15	08/17/2011	
		I-18480	IRRIGATION SUPPLIES	07/14/2011	22.08	22.08	08/17/2011	
		I-18826	IRRIGATION SUPPLIES	07/29/2011	31.01	31.01	08/17/2011	
		I-18833	SPRINKLER HEAD - NIELSON PROPEF	07/29/2011	16.19	16.19	08/17/2011	
		I-18867	SPRINKLER HEAD	08/01/2011	16.19	16.19	08/17/2011	
		I-18885	GASKETS	08/01/2011	9.48	9.48	08/17/2011	
		I-18894	SUPPLIES	08/02/2011	8.50	8.50	08/17/2011	
		I-18906	IRRIGATION SUPPLIES	08/02/2011	129.60	129.60	08/17/2011	
					240.20	240.20		
129067	TROXEL, JEFF & KRIGER, TREV	070111	CONCERTS IN THE PARK 8/19/11	07/01/2011	500.00	500.00	08/17/2011	
					500.00	500.00		
10125	UNIVERSAL ATHLETIC SERVICE	072011	SOFTBALLS	07/20/2011	445.67	445.67	08/17/2011	
					445.67	445.67		
129112	US POSTMASTER	080511	POSTAGE FOR OUTSOURCING BILLS	08/05/2011	5,940.00	5,940.00	08/17/2011	
					5,940.00	5,940.00		
10150	V F W CLUB	4168710	EQUAL PAY SETTLEMENT	07/27/2011	307.16	307.16	08/17/2011	
					307.16	307.16		
10180	V-1 PROPANE	850673	FORKLIFT PROPANE (LESS SALES TA	07/13/2011	17.97	17.97	08/17/2011	
		850805	FORKLIFT PROPANE	07/26/2011	24.17	24.17	08/17/2011	
					42.14	42.14		
124442	VERIZON	0996965323	CELL PHONE SERVICE	07/20/2011	1,500.51	1,500.51	08/17/2011	
					1,500.51	1,500.51		
10280	VISA	AUG3444	MEETING EXPENSE	08/02/2011	27.40	27.40	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No	
		AUG7438	TRAVEL EXPENSE	08/02/2011	26.59	26.59	08/17/2011		
			TRAVEL EXPENSE		34.00	34.00	08/17/2011		
			TRAINING		395.00	395.00	08/17/2011		
		AUG7933	ADVERTISING	08/02/2011	85.00	85.00	08/17/2011		
			ADVERTISING		150.00	150.00	08/17/2011		
		AUG8385	UNIFORMS	08/02/2011	124.87	124.87	08/17/2011		
			UNIFORMS		509.88	509.88	08/17/2011		
		AUG8393	SUBSCRIPTION	08/02/2011	97.00	97.00	08/17/2011		
		AUG8401	SUPPLIES	08/02/2011	400.46	400.46	08/17/2011		
		AUG8419	SUPPLIES	08/02/2011	50.00	50.00	08/17/2011		
			REC CENTER PROGRAMS		198.38	198.38	08/17/2011		
			REC CENTER PROGRAMS		5.24	5.24	08/17/2011		
			REC CENTER PROGRAMS		15.95	15.95	08/17/2011		
			REC CENTER PROGRAMS		7.94	7.94	08/17/2011		
			REC CENTER PROGRAMS		30.00	30.00	08/17/2011		
		AUG8427	BOMB SCHOOL	08/02/2011	24.99	24.99	08/17/2011		
			BOMB SCHOOL		6.47	6.47	08/17/2011		
			BOMB SCHOOL		7.54	7.54	08/17/2011		
			BOMB SCHOOL		25.00	25.00	08/17/2011		
		AUG8435	COMPUTER BUDGET	08/02/2011	372.95	372.95	08/17/2011		
			COMPUTER BUDGET		178.99	178.99	08/17/2011		
			PRINTER SUPPLIES		146.69	146.69	08/17/2011		
		AUG8476	TRAINING - WRPA REGISTRATION	08/02/2011	50.00	50.00	08/17/2011		
			MEMBERSHIP		360.00	360.00	08/17/2011		
			TRAINING		125.00	125.00	08/17/2011		
			TRAINING		125.00	125.00	08/17/2011		
			TRAINING		125.00	125.00	08/17/2011		
			TRAINING		125.00	125.00	08/17/2011		
			TRAINING		33.18	33.18	08/17/2011		
			TRAINING		33.18	33.18	08/17/2011		
			TRAINING		33.18	33.18	08/17/2011		
			TRAINING		33.18	33.18	08/17/2011		
			REC CENTER PROGRAMS		37.53	37.53	08/17/2011		
			REC CENTER PROGRAMS		37.05	37.05	08/17/2011		
			REC CENTER PROGRAMS		65.08	65.08	08/17/2011		
			REC CENTER PROGRAMS		21.67	21.67	08/17/2011		
			REC CENTER PROGRAMS		29.26	29.26	08/17/2011		
			REC CENTER PROGRAMS		62.15	62.15	08/17/2011		
			REC CENTER PROGRAMS		162.12	162.12	08/17/2011		
			REC CENTER PROGRAMS		250.60	250.60	08/17/2011		
			MINI GOLF		535.72	535.72	08/17/2011		
			REC CENTER PROGRAMS		33.92	33.92	08/17/2011		
			CREDIT FOR SALES TAX CHARGED		2.65 -	2.65 -	08/17/2011		
			CREDIT - PAYPAL		250.60 -	250.60 -	08/17/2011		
			UNIFORMS		42.95	42.95	08/17/2011		
			CREDIT - UNIFORMS		47.00 -	47.00 -	08/17/2011		
			SUPPLIES		86.61	86.61	08/17/2011		
					<u>5,027.47</u>	<u>5,027.47</u>			
		Total 10280							
		10285	VISIONARY COMMUNICATION	1717776	EMAIL HOSTING	07/25/2011	119.02	119.02	08/17/2011
							<u>119.02</u>	<u>119.02</u>	
		Total 10285							
		129115	W A R M PROPERTY INS. POOL	653	PROPERTY INSURANCE	07/13/2011	31,140.00	31,140.00	08/17/2011
				654	CRIME INSURANCE	07/18/2011	700.00	700.00	08/17/2011

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 129115					31,840.00	31,840.00		
10330	WAL MART COMMUNITY BRC	04464	REC CENTER PROGRAMS ADJ TO CORRECT PRICE	07/25/2011	16.83 .02	16.83 .02	08/17/2011 08/17/2011	
		07484	STREETS - CHIP SEAL	07/28/2011	39.84	39.84	08/17/2011	
		08906	CERTIFICATE FRAMES	07/25/2011	15.00	15.00	08/17/2011	
		09920	EMPLOYEE PICNIC	07/26/2011	84.07	84.07	08/17/2011	
Total 10330					155.76	155.76		
10430	WAYNE'S BOOT SHOP	10205	SAFETY BOOTS	08/01/2011	169.95	169.95	08/17/2011	
		10206	SAFETY BOOTS	08/01/2011	169.95	169.95	08/17/2011	
Total 10430					339.90	339.90		
10480	WESCO DISTRIBUTION INC	577450	SYSTEM REPAIR	07/14/2011	24.83	24.83	08/17/2011	
		578462	Pole, lex Std 2908-45808T4 NEW STREET LIGHTS	07/20/2011	7,001.76 1,009.60	7,001.76 1,009.60	08/17/2011 08/17/2011	PLSTLT
		578648	SYSTEM MAINTENANCE	07/21/2011	166.40	166.40	08/17/2011	
		579163	SYSTEM REPAIR	07/25/2011	139.00	139.00	08/17/2011	
		580216	SYSTEM REPAIRS	07/29/2011	235.68	235.68	08/17/2011	
Total 10480					8,577.27	8,577.27		
10605	WESTERN UNITED ELECTRIC S	4012082	Conduit, 4" PVC - 10ft section Conduit, 6" PVC - 10ft section	07/21/2011	4,830.00 17,254.40	4,830.00 17,254.40	08/17/2011 08/17/2011	CONPVC410 CONPVC610
		4012119	SUPPLIES/SYSTEM MAINT/UPGRADE SUPPLIES/SYSTEM MAINT/UPGRADE SUPPLIES/SYSTEM MAINT/UPGRADE	07/22/2011	334.39 178.50 1,157.40	334.39 178.50 1,157.40	08/17/2011 08/17/2011 08/17/2011	
Total 10605					23,754.69	23,754.69		
126455	WIRELESS ADVANCED COMMU	212415	REPAIR DAMAGED POLICE LIGHT BAF	07/15/2011	36.00	36.00	08/17/2011	
Total 126455					36.00	36.00		
128944	WOMACK MACHINE SUPPLY CC	0095954	BUSHING, 1.75X2X3.75 FREIGHT	07/01/2011	416.64 11.30	416.64 11.30	08/17/2011 08/17/2011	B38312
		0095955	PARKER QUICK CONNECT PARKER QUICK COUPLER	07/01/2011	48.08 17.66	48.08 17.66	08/17/2011 08/17/2011	FF-371-06FP FF-372-06FP
Total 128944					493.68	493.68		
10660	WOODWARD TRACTOR CO	69741	COUGAR AVE ROLLER RENTAL	04/18/2011	1,362.00	1,362.00	08/17/2011	
		70786	SUMP PUMP RENTAL	07/29/2011	140.00	140.00	08/17/2011	
		72233	EQUIPMENT REPAIR	07/25/2011	22.50	22.50	08/17/2011	
		72337	EQUIPMENT MAINTENANCE	07/28/2011	22.32	22.32	08/17/2011	
		72367	BRASS FITTINGS	07/29/2011	118.42	118.42	08/17/2011	
		72396	EQUIPMENT REPAIR	08/01/2011	43.67	43.67	08/17/2011	
Total 10660					1,708.91	1,708.91		
10670	WORKERS COMPENSATION DIV	08/08/2011	WORKERS COMPENSATION WORKERS COMPENSATION	08/08/2011	14,757.70 23.12	14,757.70 23.12	08/08/2011 08/08/2011	
Total 10670					14,780.82	14,780.82		
123742	WORTHAM, RAYNA	02910	UNIFORM BOOTS	07/19/2011	93.00	93.00	08/17/2011	

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Inventory No
Total 123742					93.00	93.00		
127631	WY CHILD SUPPORT #167207	08/03/2011	CHILD SUPPORT #167207/CV 1124836	08/04/2011	159.23	159.23	08/04/2011	
Total 127631					159.23	159.23		
10805	WYOMING DEPT OF TRANSPOR	0000042937	SHERIDAN AVE	07/29/2011	2,767.80	2,767.80	08/17/2011	
Total 10805					2,767.80	2,767.80		
10900	WYOMING LAW ENFORCEMENT	S-7111	TRAINING	06/30/2011	284.00	284.00	08/17/2011	
Total 10900					284.00	284.00		
10920	WYOMING MUNICIPAL POWER ,	080111	POWER PURCHASE - JULY 2011	08/01/2011	617,104.33	617,104.33	08/17/2011	
Total 10920					617,104.33	617,104.33		
10950	WYOMING RETIREMENT SYSTE	08/08/2011	CONTRIBUTIONS -	08/08/2011	61,326.36	61,326.36	08/08/2011	
		208	LATE CONTRIBUTION	08/01/2011	41.32	41.32	08/17/2011	
Total 10950					61,367.68	61,367.68		
10960	WYOMING RIVER TRIPS	825	REC CENTER SUMMER CAMP	07/28/2011	775.50	775.50	08/17/2011	
Total 10960					775.50	775.50		
129117	WYOMING VETERAN'S MEMORI	1014	BOTT MONUMENT DOWN PAYMENT	08/10/2011	50,000.00	50,000.00	08/17/2011	
			BOTT MONUMENT CEMENT WORK		23,400.00	23,400.00	08/17/2011	
Total 129117					73,400.00	73,400.00		
11150	YELLOWSTONE REGIONAL AIRI	080311	AUGUST FUNDING	08/01/2011	15,679.92	15,679.92	08/17/2011	
Total 11150					15,679.92	15,679.92		

Total Paid: 1,815,239.92  
 Total Unpaid: -  
 Grand Total: 1,815,239.92

Payroll \$230,714.01

Total \$2,045,953.93  
 \$ 500.00

C. Edward Webster, II - Purchase Agreement

Total \$2,046,453.93

\$ 433.22 Rocky Mountain Power

Total \$2,046,887.15

MEETING DATE: AUGUST 16, 2011  
DEPARTMENT: ADMINISTRATIVE SERVICES  
PREPARED BY: CINDY BAKER  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: CINDY BAKER

## **AGENDA ITEM SUMMARY REPORT**

### **Denny's Guns and Maps Annual Truck Sale**

#### **BACKGROUND**

Denny's Guns and Maps located at 1328 Beck Avenue in Cody is requesting permission to park a large semi truck in front of his business for the annual truck sale on Saturday, September 3rd.

#### **SUMMARY**

This will be the sixth year of this request and it will require a large semi to park on the street directly in front of the store. In years past, this event has been approved by the Governing Body. There have never been any complaints that I am aware of.

#### **FISCAL IMPACT**

There is no fiscal impact to the City of Cody regarding this action.

#### **ALTERNATIVES**

Approve or deny the request.

#### **RECOMMENDATION**

Staff recommends that the request be approved as requested.

#### **ATTACHMENTS**

1. Agenda request form.

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

1. Denny Benson      587-3677

# City of Cody Agenda Request Form

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

Please provide the following detailed information relating to your concern or request. This form (and any relevant attachments) is due no later than seven days prior to a Council meeting to allow sufficient time for internal review. Council packets are prepared the Wednesday prior to the Tuesday meetings. Meetings are held the first and third Tuesday of each month. Please complete the following information in full.

\*\*\*\*\*

Name of person to appear before the Council Denny Benson

Organization Represented Denny's Guns & Maps

Date you wish to appear before the Council \_\_\_\_\_

Mailing Address 1328 Beck Ave. Telephone 307-587-3697

E-Mail Address \_\_\_\_\_

Preferred form of contact:  Telephone  E-Mail

Names of all individuals who will speak on this topic Denny

Full description of topic to be discussed (include all relevant information) \_\_\_\_\_

Annual Big Rock Sports Trucks Sale  
1328 Beck Ave. Sat, Sept - 3rd - 1-day  
to put trucks on street in front of store

Which City employee(s) have you spoken to about this issue? \_\_\_\_\_

Denny P. Benson  
Signature \_\_\_\_\_ Date Submitted \_\_\_\_\_

**Jerri B. Torczon**  
1002 Sheridan Ave  
Cody, WY 82414

Email: [jerri.torczon@parkcounty.us](mailto:jerri.torczon@parkcounty.us)



307-527-8600  
307-754-8600  
800-786-2844

Fax: 307-527-8626

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August 1, 2011

Stephen Payne  
City of Cody - Recycling Project  
PO Box 2200  
Cody, Wyoming 82414

Re: Park County FY 2011-12 Funding

Dear Stephen,

The Park County Board of Commissioners approved \$5,000.00 in the FY 2011-12 Park County Budget for requested funding for City of Cody - Recycling Project

The enclosed Contract for Services is to be signed by the City of Cody - Recycling Project Public Works Director and returned in the envelope provided. Once the contract is signed by both parties funds can be set up for disbursement. To obtain funds, simply complete one of the enclosed vouchers and return the voucher to this office for payment. Please make sure all funds are spent in accordance with your FY 2011-12 Contract for Services.

If you have questions or need additional information, feel free to call me at 527-8604 or email to [scook@parkcounty.us](mailto:scook@parkcounty.us)

Thank you for all the services you provide for the people of Park County.

Sincerely,

Suzanne Cook  
First Deputy  
Park County Clerk

Enc.

**CONTRACT FOR SERVICES**  
**City of Cody - Recycling Project**

**I. PARTIES:**

This Contract is made and entered into by and between the City of Cody - Recycling Project, Cody, Wyoming 82414, who shall be known hereinafter as the City of Cody - Recycling Project and Park County, Wyoming, 1002 Sheridan Avenue, Cody, Wyoming, 82414, who shall be known hereinafter as the "County". The County is authorized to fund private entities providing community services pursuant to Wyoming Statute § 18-2-101; and the City of Cody - Recycling Project has requested funds from the County to perform community service. In consideration of the mutual understandings as herein set forth, the City of Cody - Recycling Project and the County agree as follows:

**II. PURPOSE OF CONTRACT:**

The purpose of this contract is to delineate the responsibilities of the City of Cody - Recycling Project and the County regarding the funding and performance of community service.

**III. TERM OF CONTRACT:**

The term of this Contract is for Fiscal Year 2011-12 (July 1, 2011 through June 30, 2012). All vouchers for payment must be submitted to the County no later than June 15, 2012.

**IV. RESPONSIBILITIES OF City of Cody - Recycling Project:**

The City of Cody - Recycling Project will use the funds provided by the County for the Municipal Recycling Program, The City of Cody will use the funds provided by the County to defray costs for the recycling program and costs incurred for rural residents' use of the City recycling program..

**V. RESPONSIBILITIES OF THE COUNTY:**

Provide funds in the amount of \$5,000.00 to be disbursed in:

4 (Four) Quarterly      or       12 (Twelve) Monthly

Installments are payable to the City of Cody - Recycling Project upon receipt of a signed Park County Voucher and approval of the voucher by the Board of County Commissioners. No funds can be paid after June 30, 2012.

**VI. GENERAL PROVISIONS:**

**i. Termination of Contract.**

This contract may be immediately terminated if the City of Cody - Recycling Project fails to perform substantially in accordance with the terms of the Contract. Administrative, contractual, and/or legal remedies, as determined by the County, will be implemented if it appears that the City of Cody - Recycling Project has breached or faulted on this contract.

**ii. Assignment.**

The City of Cody - Recycling Project may neither assign its rights nor delegate its duty as set forth in this Contract without the prior written consent of the County, and is prohibited from subcontracting, transferring, conveying, subletting, or otherwise disposing of this Contract or its rights, title or interest therein, or its power to execute such Contract, to any person, company, or corporation, without the written consent of the County.

**iii. Wyoming Law Governs.**

The laws of the State of Wyoming shall govern the construction, interpretation and enforcement of this contract, and the Courts of the State of Wyoming shall have jurisdiction over any action arising out of this contract.

**iv. No Kickbacks.**

The City of Cody - Recycling Project certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor any fees, commissions, gifts, or other considerations were given contingent on the award of the Contract.

**v. Non-discrimination.**

In carrying out the responsibilities of this contract, the City of Cody - Recycling Project shall not discriminate against any employee or applicant for employment because of race, age, disability, color, religion, sex, or national origin.



Name & Address of Vendor:

**CITY OF CODY  
RECYCLING PROJECT**

**PARK COUNTY  
WYOMING**

1002 SHERIDAN AVENUE  
CODY, WYOMING 82414

WARRANT # \_\_\_\_\_

Account No.	Description of Supplies or Services	Total Amount
<b>1930-5000</b>	<b>SPECIAL FUNDING</b>	
	MONTH/QTR -	
Do Not include state or federal taxes on your bill. State exemption number: 69-0830016 Federal exemption number: 83-6000122		<b>TOTAL</b> \$ -

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

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Chairman, County Commissioners

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Department Approval**

\_\_\_\_\_

Date
Initials

**Certification**

I certify, under penalty of perjury, that this voucher and the items included here in are just and correct and that no part of the claim has been paid by the county or other person.

\_\_\_\_\_

Date
Name

Name & Address of Vendor:

**CITY OF CODY  
RECYCLING PROJECT**

**PARK COUNTY  
WYOMING**

1002 SHERIDAN AVENUE  
CODY, WYOMING 82414

WARRANT # \_\_\_\_\_

Account No.	Description of Supplies or Services	Total Amount
<b>1930-5000</b>	<b>SPECIAL FUNDING</b>	
	MONTH/QTR -	
Do Not include state or federal taxes on your bill. State exemption number: 69-0830016 Federal exemption number: 83-6000122		<b>TOTAL</b> \$ -

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

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Chairman, County Commissioners

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Department Approval**

\_\_\_\_\_

Date                      Initials

**Certification**

I certify, under penalty of perjury, that this voucher and the items included here in are just and correct and that no part of the claim has been paid by the county or other person.

\_\_\_\_\_

Date                      Name

Name & Address of Vendor:  
  
**CITY OF CODY  
RECYCLING PROJECT**

**PARK COUNTY  
WYOMING**  
1002 SHERIDAN AVENUE  
CODY, WYOMING 82414

WARRANT # \_\_\_\_\_

Account No.	Description of Supplies or Services	Total Amount
<b>1930-5000</b>	<b>SPECIAL FUNDING</b>	
	MONTH/QTR -	
Do Not include state or federal taxes on your bill. State exemption number: 69-0830016 Federal exemption number: 83-6000122		<b>TOTAL</b> \$ -

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

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Chairman, County Commissioners

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Department Approval**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Initials

**Certification**

I certify, under penalty of perjury, that this voucher and the items included here in are just and correct and that no part of the claim has been paid by the county or other person.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

Name & Address of Vendor:

**CITY OF CODY  
RECYCLING PROJECT**

**PARK COUNTY  
WYOMING**  
1002 SHERIDAN AVENUE  
CODY, WYOMING 82414

WARRANT # \_\_\_\_\_

Account No.	Description of Supplies or Services	Total Amount
<b>1930-5000</b>	<b>SPECIAL FUNDING</b>	
	MONTH/QTR -	
Do Not include state or federal taxes on your bill. State exemption number: 69-0830016 Federal exemption number: 83-6000122		<b>TOTAL</b> \$      -

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

\_\_\_\_\_ Date Approved

\_\_\_\_\_ Chairman, County Commissioners

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Department Approval**

\_\_\_\_\_

Date
Initials

**Certification**

I certify, under penalty of perjury, that this voucher and the items included here in are just and correct and that no part of the claim has been paid by the county or other person.

\_\_\_\_\_

Date
Name

MEETING DATE:	JUNE 21, 2011
DEPARTMENT:	PUBLIC WORKS
PREPARED BY:	STEPHEN W. PAYNE
DEPT. DIR. APPROVAL:	_____
CITY ADM. APPROVAL:	_____
PRESENTED BY:	STEPHEN W. PAYNE

**AGENDA ITEM SUMMARY REPORT**

**CHANGE ORDER NO. 2 TO BID NO. 2010-05 16<sup>TH</sup> STREET STORM DRAINAGE PROJECT AND FINAL PAY REQUEST**

**BACKGROUND**

Staff requests that the Mayor and Council approve the attached Change Order No. 2 to Bid No. 2011-05 16<sup>th</sup> Storm Drainage and that the Council authorize the Mayor to sign the Change Order. All work has been completed and the project has been deemed substantially completed. Change Order #2 covers the following items:

1. Development of concrete shelves in the manholes to improve the hydraulics.
2. Lowering of Sewer Service Laterals.
3. Lowering of Water Main.
4. Valve installation.
5. Storm Drain connection for County ponds.

The cost for Change Order No. 2 addresses a \$7,297.95 increase in bid costs to Harris Trucking and has been included in the vouchers considered by the Council for the August 16, 2011 Council meeting. After the bid had been accepted by the Council I determined that we needed to do everything we could to improve the hydraulics on the system and the shelves accomplished that. Due to the depth of the storm drainage I did not anticipate hitting any sewer laterals when developing the plans. However, two service laterals were intercepted during the construction and had to be adjusted. The Water Main that was required to be lowered was originally located differently than what was found in the field (the proximity of other existing utilities caused our locate to be off). The valve that was installed as part of the project was tied to the lowering of the Water Main. Nobody was aware that the County ponds discharged into our storm system and the contractor had to make a unique connection to accommodate the pond discharge into the new system. The quantities were also different than anticipated. Crushed base ended up being more due to the water line work and the extra paving on 16<sup>th</sup> Street, the asphalt was significantly more due to the work on 16<sup>th</sup> and Alger. Overall, with the two change orders and the increase in quantities, the construction contract will come in at \$34,992.43 over bid.

**SUMMARY**

In the development of the existing contract, the project engineer was forced to re-align the storm sewer main to avoid other utilities, prepare concrete shelves to improve hydraulics, lower two sewer service laterals, lower a water main that was improperly located in the design phase, install an additional water valve and make a connection for the County Irrigation ponds.

**FISCAL IMPACT**

The original contract price for the 16<sup>th</sup> Street Storm drainage project was \$241,547.50. Change Order #1 increased the contract price by \$15,003.44. Change Order #2 increased the contract price by \$7,297.95 and the increase in quantities increased the contract by another \$12,691.04. The total contract price will now be \$276,539.93. The contract with Holm, Blough and Company for Professional Engineering Services on the project was for \$18.572. The total project cost is expected to be \$295,111.93. The State Lands and Investment Board grant will cover 43% of all costs incurred up to \$119, 440.82. The remainder of the costs \$175,671.44

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

will be covered by City general funds. The total cost out of the FY 2011-1012 budget is expected to be \$92,454.84. The City budgeted \$65,966 in the FY2011-2012 budget in carry-over for this project. The City is anticipating an additional \$7,589 in revenue from the SLIB Board for the project. The Streets will decrease the asphalt budget by \$11,399 and remove the crushing of concrete \$7,500 in this year's budget to make up the \$18,899 over budget in this project.

**ALTERNATIVES**

I am not aware of any alternatives that would have decreased the costs of the project.

**RECOMMENDATION**

Staff recommends that the Council approve Change Order's No. 2, approve the Final Pay Estimate to Harris, Trucking and Construction Company and authorize the Mayor to sign the attached Change Order.

**ATTACHMENTS**

1. Change Order No. 2, Final Pay Estimate (Pay Estimate #3), Summary of Pay Estimates

**AGENDA & SUMMARY REPORT TO:**

Not required



## HOLM, BLOUGH and COMPANY

CONSULTING ENGINEERS AND LAND SURVEYORS

1402 Stampede Avenue, Cody, WY 82414

(307) 587-6281

Fax 587-6282

Roy Holm, PE & LS

Paul Blough, LS

July 29, 2011

City of Cody  
Public Works Department  
Attn: Mr. Steve Payne, P.E. – Director  
1338 Rumsey Avenue (P.O. Box 2200)  
Cody, WY 82414

RE: Harris Progress Pay Request #3  
Work Completed through 07/29/11  
16<sup>th</sup> Street Storm Sewer Upgrade Project – City of Cody

Steve:

Per our phone conversations, enclosed is the 3rd progress pay request from Harris Trucking and Construction (Harris) dated July 29, 2011 associated with work completed for the 16<sup>th</sup> Street Storm Sewer Upgrade project (Project). This pay request addresses work completed to date and essentially addresses all project work less previous payments made. As discussed, retainage in the amount of \$ 27,653.99 will be held by the City until the end of the public notice period which is required as part of final payment processing.

Shane Trotter and I have reviewed the project work completed with Mr. Roger Koontz and feel that the requested pay amounts for the individual pay items are accurate and reflective of the amount of work completed to date. Please note that the 3<sup>rd</sup> pay request includes *Change Order # 02* in the amount of \$7,297.95. The itemized detail and signed change order form are also enclosed with the hope that the change order can be processed simultaneously with the 3<sup>rd</sup> pay request.

Steve, if you have any questions regarding the enclosed pay request or the work completed to date, please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink that reads "Brian Edwards". The signature is fluid and cursive, with a large initial 'B'.

Brian Edwards, P.E. – Project Manager

Enclosures: Harris Trucking and Construction Pay Request #3 -07/29/11  
Change Order # 02 -07/26/11

SUMMARY OF PAY ESTIMATES -- Harris Trucking & Construction Company, Inc.  
 16TH STREET STORM SEWER UPGRADES  
 Updated July 29, 2011

BID ITEM NO.	DESCRIPTION	BID TOTAL	PAY ESTIMATE #1	PAY ESTIMATE #2	PAY ESTIMATE #3	TOTAL OF ALL PAY ESTIMATES TO DATE
1	UNDERGROUND UTILITY MAPPING	\$ 651.00	\$ 341.00	\$ -	\$ 1,147.00	\$ 1,488.00
2	TRAFFIC CONTROL	\$ 2,520.00	\$ 2,167.20	\$ -	\$ 352.80	\$ 2,520.00
3	MOBILIZATION	\$ 13,700.00	\$ 11,782.00	\$ -	\$ 1,918.00	\$ 13,700.00
4	REMOVE MANHOLE	\$ 1,200.00	\$ 300.00	\$ -	\$ 300.00	\$ 600.00
5	REMOVE CURB AND GUTTER	\$ 690.00	\$ 75.00	\$ -	\$ 490.00	\$ 565.00
6	REMOVE SIDEWALK	\$ 228.00	\$ -	\$ -	\$ 228.75	\$ 228.75
7	SAWCUT ASPHALT PAVEMENT	\$ 435.00	\$ -	\$ -	\$ 429.00	\$ 429.00
8	ASPHALT PAVEMENT REMOVAL	\$ 988.00	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
9	TRENCH EX. AND BACKFILL	\$ 36,343.75	\$ 23,312.50	\$ -	\$ 13,031.25	\$ 36,343.75
10	CEMENT TREATED FILL	\$ 3,760.00	\$ -	\$ -	\$ 3,760.00	\$ 3,760.00
11	CROSS UNDER BURIED UTILITY	\$ 1,696.00	\$ 1,166.00	\$ -	\$ 318.00	\$ 1,484.00
12	CRUSHED BASE GRADING H	\$ 5,439.00	\$ 3,255.00	\$ -	\$ 4,620.00	\$ 7,875.00
12a	CRUSHED BASE GRADING H (FILL FOR STREET)	\$ -	\$ -	\$ -	\$ 1,764.00	\$ 1,764.00
13	PIT RUN BASE	\$ 1,206.00	\$ 720.00	\$ -	\$ -	\$ 720.00
14	PLANT MIX BITUMINOUS PAVEMENT	\$ 10,710.00	\$ -	\$ -	\$ 21,236.04	\$ 21,236.04
16	CURB AND GUTTER	\$ 3,174.00	\$ -	\$ -	\$ 736.00	\$ 736.00
17	PIPE INSULATION	\$ 234.00	\$ -	\$ -	\$ 234.00	\$ 234.00
18	LOWERING WATER LINE	\$ 7,500.00	\$ 5,000.00	\$ -	\$ 2,500.00	\$ 7,500.00
19	44" ARCH PIPE(36" EQUIVALENT)	\$ 38,127.00	\$ 38,127.00	\$ -	\$ -	\$ 38,127.00
20	36" PVC STORM SEWER PIPE	\$ 36,960.00	\$ 18,000.00	\$ -	\$ 18,960.00	\$ 36,960.00
21	18" PVC STORM SEWER PIPE	\$ 420.00	\$ -	\$ -	\$ -	\$ -
22	12" PVC STORM SEWER PIPE	\$ 127.50	\$ 110.50	\$ -	\$ -	\$ 110.50
23	6' DIA. MANHOLE	\$ 49,110.00	\$ 24,555.00	\$ -	\$ 24,555.00	\$ 49,110.00
24	8' DIA. MANHOLE	\$ 17,880.00	\$ 17,880.00	\$ -	\$ -	\$ 17,880.00
25	SIDEWALK	\$ 608.00	\$ -	\$ -	\$ 610.00	\$ 610.00
26	MANHOLE SURFACE PAD	\$ 4,670.00	\$ -	\$ -	\$ 2,335.00	\$ 2,335.00
26X	VALVE SURFACE PAD	\$ -	\$ -	\$ -	\$ 1,211.00	\$ 1,211.00
27	HIGH VELOCITY ANCHOR BLOCKS	\$ 2,624.00	\$ -	\$ -	\$ 2,624.00	\$ 2,624.00
28	HYDRAULIC SEEDING	\$ 546.25	\$ -	\$ -	\$ 2,587.50	\$ 2,587.50
		<b>\$ 241,547.50</b>	<b>\$ 146,791.20</b>	<b>\$ -</b>	<b>\$ 107,447.34</b>	<b>\$ 254,238.54</b>

Additional Work Items:

Additional Work per Change Order #1:	\$ 15,003.44	\$ -	\$ 15,003.44	\$ -	\$ 15,003.44
Additional Work per Change Order #2:	\$ 7,297.95	\$ -	\$ -	\$ 7,297.95	\$ 7,297.95

Adjusted Contract Amount:

**\$ 263,848.89**

TOTAL WORK COMPLETED AND INSTALLED:

Plus Materials Stored (not installed):	\$ 146,791.20	\$ 15,003.44	\$ 114,745.29	\$ 276,539.93
	\$ 24,027.95	\$ -	\$ (24,027.95)	\$ -

TOTAL PAY REQUEST AMOUNT (Includes Retainage):

Less Retainage Held (10%)	\$ 170,819.15	\$ 15,003.44	\$ 90,717.34	\$ 276,539.93
	\$ (14,679.12)	\$ (3,903.14)	\$ (9,071.73)	\$ (27,653.99)

**TOTAL PAYMENT MADE TO CONTRACTOR:**

<b>\$ 156,140.03</b>	<b>\$ 11,100.30</b>	<b>\$ 81,645.61</b>	<b>\$ 248,885.94</b>
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# 16TH STREET STORM SEWER UPGRADE PROJECT

## PAY REQUEST #3

SEC NO.	BID ITEM NO.	DESCRIPTION	UNITS	EST. QTY.	ACT. QTY.	UNIT PRICE	BID TOTAL	TOTAL TO DATE
1900	1	UNDERGROUND UTILITY MAPPING	EA	21	48	\$ 31.00	\$ 651.00	\$ 1,488.00
1950	2	TRAFFIC CONTROL	LS	1	1	\$ 2,520.00	\$ 2,520.00	\$ 2,520.00
2001	3	MOBILIZATION	LS	1	1	\$13,700.00	\$ 13,700.00	\$ 13,700.00
2050	4	REMOVE MANHOLE	EA	4	2	\$ 300.00	\$ 1,200.00	\$ 600.00
2050	5	REMOVE CURB AND GUTTER	LF	138	113	\$ 5.00	\$ 690.00	\$ 565.00
2050	6	REMOVE SIDEWALK	SF	152	152.5	\$ 1.50	\$ 228.00	\$ 228.75
2075	7	SAWCUT ASPHALT PAVEMENT	LF	725	715	\$ 0.60	\$ 435.00	\$ 429.00
2075	8	ASPHALT PAVEMENT REMOVAL	SY	494	750	\$ 2.00	\$ 988.00	\$ 1,500.00
2220	9	TRENCH EX. AND BACKFILL	LF	1163	1163	\$ 31.25	\$ 36,343.75	\$ 36,343.75
2225	10	CEMENT TREATED FILL	CY	80	80	\$ 47.00	\$ 3,760.00	\$ 3,760.00
2229	11	CROSS UNDER BURIED UTILITY	EA	16	14	\$ 106.00	\$ 1,696.00	\$ 1,484.00
2231	12	CRUSHED BASE GRADING H	CY	259	375	\$ 21.00	\$ 5,439.00	\$ 7,875.00
2231	12X	CRUSHED BASE GRADING H(FILL FOR S	CY		84	\$ 21.00	N/A	\$ 1,764.00
2231	13	PIT RUN BASE	CY	67	40	\$ 18.00	\$ 1,206.00	\$ 720.00
2512	14	PLANT MIX BITUMINOUS PAVEMENT	TON	85	168.54	\$ 126.00	\$ 10,710.00	\$ 21,236.04
2528	16	CURB AND GUTTER	LF	138	32	\$ 23.00	\$ 3,174.00	\$ 736.00
2665	17	PIPE INSULATION	LF	36	36	\$ 6.50	\$ 234.00	\$ 234.00
2665	18	LOWERING WATER LINE	EA	3	3	\$ 2,500.00	\$ 7,500.00	\$ 7,500.00
2725	19	44" ARCH PIPE(36" EQUIVALENT)	LF	358	358	\$ 106.50	\$ 38,127.00	\$ 38,127.00
2725	20	36" PVC STORM SEWER PIPE	LF	770	770	\$ 48.00	\$ 36,960.00	\$ 36,960.00
2725	21	18" PVC STORM SEWER PIPE	LF	20		\$ 21.00	\$ 420.00	\$ -
2725	22	12" PVC STORM SEWER PIPE	LF	15	13	\$ 8.50	\$ 127.50	\$ 110.50
2725	23	6" DIA. MANHOLE	EA	10	10	\$ 4,911.00	\$ 49,110.00	\$ 49,110.00
2725	24	8" DIA. MANHOLE	EA	3	3	\$ 5,960.00	\$ 17,880.00	\$ 17,880.00
2776	25	SIDEWALK	SF	152	152.5	\$ 4.00	\$ 608.00	\$ 610.00
2776	26	MANHOLE SURFACE PAD	EA	10	5	\$ 467.00	\$ 4,670.00	\$ 2,335.00
	26X	VALVE SURFACE PAD	EA		7	\$ 173.00	\$ -	\$ 1,211.00
2776	27	HIGH VELOCITY ANCHOR BLOCKS	EA	2	2	\$ 1,312.00	\$ 2,624.00	\$ 2,624.00
2936	28	HYDRAULIC SEEDING	ACRE	0.19	0.9	\$ 2,875.00	\$ 546.25	\$ 2,587.50
Original Contract Amount:							\$ 241,547.50	\$ 254,238.54
Additional Work Items:								
	CO#1	Additional Work per Change Order #1				\$ 15,003.44	\$ 15,003.44	
	CO#2	Additional Work per Change Order #2					\$ 7,297.95	
Current Adjusted Contract Amount:							\$ 256,550.94	\$ 276,539.93
						TOTAL	\$256,550.94	\$276,539.93
						LESS 10 % RETAINAGE		\$27,653.99
						LESS PAY REQUEST #1		\$156,140.03
						LESS PAY REQUEST #2		\$11,100.30
						TOTAL PAY REQUEST #3		\$81,645.61

*Brian Edwards*  
 HOLM BLOUGH AND COMPANY 7/29/11

*Robert D. Davis*  
 HARRIS TRUCKING & CONSTRUCTION 7/29/11

# Change Order

No. 02

Date of Issuance: July 26, 2011 Effective Date: \_\_\_\_\_

Project: Storm Sewer System 16 <sup>th</sup> Street Extension	Owner: City of Cody, Wyoming	Owner's Contract No.: 2011-05
Contract: Storm Sewer System 16 <sup>th</sup> Street Extension	Date of Contract:	
Contractor: Harris Trucking & Construction Company, Inc.	Engineer's Project No.: 2009-09	

### The Contract Documents are modified as follows upon execution of this Change Order:

Description: See Additional Work Items Summarized on Tickets # 28980, 28997, 29005, 29021, 29037, 29040, 29047, 29053, 29065, 29073

Attachments (list documents supporting change): # 29065 (\$389.60); #29073 (\$1,084.76); #28980 (\$631.67); #28997 (\$854.80); #29005 (\$1,050.06); #29021 (\$702.12); #29037 (\$141.40); #29040 (\$420.27); #29047 (\$1,810.92); #29053 (\$212.35);

#### CHANGE IN CONTRACT PRICE:

#### CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ \$241,547.50

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] from previously approved Change Orders No. 01 to No. 01:

\$ \$15,003.44

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Price prior to this Change Order:

\$ \$256,550.94

Contract Times prior to this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] of this Change Order:

\$ \$7,297.95

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

Contract Price incorporating this Change Order:

\$ 263,848.89

Contract Times with all approved Change Orders:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: Roger D. Dourty  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable): Construction QA Rep: \_\_\_\_\_

Brian Edwards 07/26/11

Date: \_\_\_\_\_

# Change Order Instructions

## A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

## B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.











# Harris Trucking & Construction Co.

P.O. Box 296

(307) 587-4511

Cody, WY 82414

(307) 587-5334

Customer HARRIS - 16<sup>th</sup> ST

Address 3/8 BEDDING

T51 LARRY

TARE - 24180 #

09:46 06/15/11

54660 LB G12.52

58454



# Harris Trucking & Construction Co.

P.O. Box 296  
Cody, WY 82414

(307) 587-4511  
(307) 587-5334

Customer Harris - 16<sup>th</sup> St

Address 3/8" Bedding

T-63 Jason 25.11

07:23	06/16/11	23640 LB G	
07:56	06/16/11	57060 LB G	- 13.73
15:42	06/16/11	51340 LB G	11.38

58478



OFFICE AND PLANT

# PARK COUNTY READY MIX

105 ROAD 2AB • PO Box 296 • CODY, WYOMING 82414  
 PHONE 307-587-5334 • 307-587-4511

DATE 6-16 20 11

LEFT PLANT	A.M.	<input type="checkbox"/>	ARRIVE JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>
ARRIVE PLANT	A.M.	<input type="checkbox"/>	LEFT JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>

DELIVERY NO.

**41302**

CUSTOMER ORDER NO. \_\_\_\_\_ TRUCK NUMBER 54

SITE OR PLAN NO. \_\_\_\_\_ TRUCKER Mike

SOLD TO HARRIS

DELIVERY ADDRESS 16th St.

MAILING ADDRESS

CONCRETE USED FOR

TEST CYLINDER MADE OF THIS LOAD

CONCRETE DESCRIPTION		UNIT	PRICE	AMOUNT
<u>8</u> YDS.	<u>5</u> SAC	<u>8cy</u>	<u>7500</u>	<u>60000</u>
%	HIGH EARLY			
	AIR			
	DELVO			
	FIBERMESH			
	HOT WATER			
	MISC. CHARGES			
FUEL SURCHARGE				
			SALES TAX	<u>0</u>
MILEAGE			DELIVERY	
			TRUCK TIME	
STRENGTH NOT GUARANTEED IF WATER IS ADDED ON SITE ABOVE SLUMP REQUIREMENT OR TEMPERATURE IS BELOW 40°			<b>TOTAL</b>	<u>60000</u>

TERMS:

NET 10<sup>th</sup> OF MONTH FOLLOWING DATE HEREOF. A 2% SERVICE CHARGE (24% PER ANNUM) OR MINIMUM CHARGE OF \$1.00 PER MONTH, WHICHEVER IS LARGER WILL BE ADDED TO OVERDUE BALANCES. SAID SERVICE CHARGE IS NOT INTEREST. DEFERRED PAYMENTS ARE NOT SOLICITED. PLEASE PAY PROMPTLY. IN THE EVENT IT IS NECESSARY TO PLACE THIS ACCOUNT IN THE HANDS OF AN ATTORNEY FOR COLLECTION, CUSTOMER AGREES TO PAY IN ADDITION TO THE UNPAID ACCOUNT BALANCE AND SERVICE CHARGE ALL COSTS OF COLLECTION AND A REASONABLE ATTORNEY FEE.

BY KARL RECEIVED IN GOOD CONDITION NAME AND/OR OFFICIAL POSITION

OFFICE AND PLANT

# PARK COUNTY READY MIX

105 ROAD 2AB • PO Box 296 • CODY, WYOMING 82414  
PHONE 307-587-5334 • 307-587-4511

DATE 6-16 20 11

LEFT PLANT	A.M.	<input type="checkbox"/>	ARRIVE JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>
ARRIVE PLANT	A.M.	<input type="checkbox"/>	LEFT JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>

DELIVERY NO.  
**41302**

CUSTOMER ORDER NO. \_\_\_\_\_ TRUCK NUMBER 54  
SITE OR PLAN NO. \_\_\_\_\_ TRUCKER Mike

SOLD TO HARRIS

DELIVERY ADDRESS 16th St.

MAILING ADDRESS

CONCRETE USED FOR

TEST CYLINDER MADE OF THIS LOAD

CONCRETE DESCRIPTION		UNIT	PRICE	AMOUNT
<u>8</u> YDS.	<u>5</u> SAC	<u>8cy</u>	<u>7500</u>	<u>60000</u>
%	HIGH EARLY			
	AIR			
	DELVO			
	FIBERMESH			
	HOT WATER			
	MISC. CHARGES			
FUEL SURCHARGE				
			SALES TAX	<u>0</u>
MILEAGE		DELIVERY		
		TRUCK TIME		
STRENGTH NOT GUARANTEED IF WATER IS ADDED ON SITE ABOVE SLUMP REQUIREMENT OR TEMPERATURE IS BELOW 40°		GALLONS	TOTAL	<u>60000</u>

**TERMS:**

NET 10<sup>th</sup> OF MONTH FOLLOWING DATE HEREOF. A 2% SERVICE CHARGE (24% PER ANNUM) OR MINIMUM CHARGE OF \$1.00 PER MONTH, WHICHEVER IS LARGER WILL BE ADDED TO OVERDUE BALANCES. SAID SERVICE CHARGE IS NOT INTEREST. DEFERRED PAYMENTS ARE NOT SOLICITED. PLEASE PAY PROMPTLY. IN THE EVENT IT IS NECESSARY TO PLACE THIS ACCOUNT IN THE HANDS OF AN ATTORNEY FOR COLLECTION, CUSTOMER AGREES TO PAY IN ADDITION TO THE UNPAID ACCOUNT BALANCE AND SERVICE CHARGE ALL COSTS OF COLLECTION AND A REASONABLE ATTORNEY FEE.

BY KARL RECEIVED IN GOOD CONDITION NAME AND/OR OFFICIAL POSITION

CUSTOMER ASSUMES RESPONSIBILITY FOR DAMAGE TO PROPERTY CAUSED AS A RESULT OF USING ACCESS ROUTE SPECIFIED BY CUSTOMER. PARK COUNTY READY MIX IS NOT RESPONSIBLE PAST CURB LINE.





# Harris Trucking & Construction Co.

P.O. Box 296

(307) 587-4511

Cody, WY 82414

(307) 587-5334

Customer HARRIS - 16<sup>th</sup> ST

Address 1" CRUSHED

T71 JACK B 26.49

TARE - 26300#

07:40 06/21/11

62940 LB G 13.28

08:13 06/21/11

62720 LB G 13.21

58541



OFFICE AND PLANT

# PARK COUNTY READY MIX

105 ROAD 2AB • PO Box 296 • CODY, WYOMING 82414  
 PHONE 307-587-5334 • 307-587-4511

DATE 6/21 20 11

LEFT PLANT	A.M. <input type="checkbox"/>	ARRIVE JOB	A.M. <input type="checkbox"/>
	P.M. <input type="checkbox"/>		P.M. <input type="checkbox"/>
ARRIVE PLANT	A.M. <input type="checkbox"/>	LEFT JOB	A.M. <input type="checkbox"/>
	P.M. <input type="checkbox"/>		P.M. <input type="checkbox"/>

DELIVERY NO.

**41327**

CUSTOMER ORDER NO. \_\_\_\_\_ TRUCK NUMBER 50  
 SITE OR PLAN NO. \_\_\_\_\_ TRUCKER DANA

SOLD TO HARRIS

DELIVERY ADDRESS 167th + ALGER

MAILING ADDRESS

CONCRETE USED FOR

TEST CYLINDER MADE OF THIS LOAD

CONCRETE DESCRIPTION		UNIT	PRICE	AMOUNT	
<u>1/2</u> YDS.	<u>65 SAC GROUT</u> SAC		<u>83.00</u>	<u>41.50</u>	
%	HIGH EARLY				
	AIR				
	DELVO				
	FIBERMESH				
	HOT WATER				
	MISC. CHARGES				
FUEL SURCHARGE					
			SALES TAX		<u>0</u>
MILEAGE			DELIVERY		
			TRUCK TIME		
			<b>TOTAL</b>		<u>41.50</u>

STRENGTH NOT GUARANTEED IF WATER IS ADDED ON SITE ABOVE SLUMP REQUIREMENT OR TEMPERATURE IS BELOW 40°

BY [Signature] RECEIVED IN GOOD CONDITION

TERMS:  
 NET 10<sup>th</sup> OF MONTH FOLLOWING DATE HEREOF. A 2% SERVICE CHARGE (24% PER ANNUM) OR MINIMUM CHARGE OF \$1.00 PER MONTH, WHICHEVER IS LARGER WILL BE ADDED TO OVERDUE BALANCES. SAID SERVICE CHARGE IS NOT INTEREST. DEFERRED PAYMENTS ARE NOT SOLICITED. PLEASE PAY PROMPTLY. IN THE EVENT IT IS NECESSARY TO PLACE THIS ACCOUNT IN THE HANDS OF AN ATTORNEY FOR COLLECTION, CUSTOMER AGREES TO PAY IN ADDITION TO THE UNPAID ACCOUNT BALANCE AND SERVICE CHARGE ALL COSTS OF COLLECTION AND A REASONABLE ATTORNEY FEE.

NAME AND/OR OFFICIAL POSITION

OFFICE AND PLANT

# PARK COUNTY READY MIX

105 ROAD 2AB • PO Box 296 • CODY, WYOMING 82414  
PHONE 307-587-5334 • 307-587-4511

DATE 6/21 20 11

LEFT PLANT	A.M.	<input type="checkbox"/>	ARRIVE JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>
ARRIVE PLANT	A.M.	<input type="checkbox"/>	LEFT JOB	A.M.	<input type="checkbox"/>
	P.M.	<input type="checkbox"/>		P.M.	<input type="checkbox"/>

DELIVERY NO.

**41327**

CUSTOMER ORDER NO. \_\_\_\_\_ TRUCK NUMBER 50  
 SITE OR PLAN NO. \_\_\_\_\_ TRUCKER DANA

SOLD TO HARRIS

DELIVERY ADDRESS 16th + ALGER

MAILING ADDRESS

CONCRETE USED FOR

TEST CYLINDER MADE OF THIS LOAD

CONCRETE DESCRIPTION		UNIT	PRICE	AMOUNT
<u>1/2</u> YDS.	<u>65 SAC</u> SAC		<u>83.00</u>	<u>41.50</u>
%	HIGH EARLY			
	AIR			
	DELVO			
	FIBERMESH			
	HOT WATER			
	MISC. CHARGES			
FUEL SURCHARGE				
			SALES TAX	<u>2</u>
MILEAGE			DELIVERY	
			TRUCK TIME	
STRENGTH NOT GUARANTEED IF WATER IS ADDED ON SITE ABOVE SLUMP REQUIREMENT OR TEMPERATURE IS BELOW 40°			TOTAL	<u>41.50</u>

TERMS:  
 NET 10<sup>th</sup> OF MONTH FOLLOWING DATE HEREOF. A 2% SERVICE CHARGE (24% PER ANNUM) OR MINIMUM CHARGE OF \$1.00 PER MONTH, WHICHEVER IS LARGER WILL BE ADDED TO OVERDUE BALANCES. SAID SERVICE CHARGE IS NOT INTEREST. DEFERRED PAYMENTS ARE NOT SOLICITED. PLEASE PAY PROMPTLY. IN THE EVENT IT IS NECESSARY TO PLACE THIS ACCOUNT IN THE HANDS OF AN ATTORNEY FOR COLLECTION, CUSTOMER AGREES TO PAY IN ADDITION TO THE UNPAID ACCOUNT BALANCE AND SERVICE CHARGE ALL COSTS OF COLLECTION AND A REASONABLE ATTORNEY FEE.

BY [Signature] RECEIVED IN GOOD CONDITION NAME AND/OR OFFICIAL POSITION

CUSTOMER ASSUMES RESPONSIBILITY FOR DAMAGE TO PROPERTY CAUSED AS A RESULT OF USING ACCESS ROUTE SPECIFIED BY CUSTOMER. PARK COUNTY READY MIX IS NOT RESPONSIBLE PAST CURB LINE.

MEETING DATE: AUGUST 16, 2011  
DEPARTMENT: ADMINISTRATIVE SERVICES  
PREPARED BY: SARA WEAD, ASSISTANT  
ADMINISTRATIVE SERVICES OFFICER  
DEPT. DIR. APPROVAL: \_\_\_\_\_  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY:

## **AGENDA ITEM SUMMARY REPORT**

### **Request for Transfer of Ownership of a Retail Liquor License**

#### **BACKGROUND**

Whisky River Discount Liquor & Saloon, Inc currently holds a retail liquor license. They are in the process of selling the business to Vaughn and Brenna Place. At its discretion, the City may approve or deny the transfer of ownership under Wyoming State Statutes Title 12.

#### **SUMMARY**

Vaughn Place and Brenna Place dba Soaring Peak Liquor & Saloon are in the process of purchasing Whisky River Discount Liquor and Saloon and are applying for a transfer of ownership of the retail liquor license currently held by Whisky River Discount Liquor & Saloon, Inc. All documentation is complete and the advertising fee has been paid.

#### **FISCAL IMPACT**

The City will receive a \$100 transfer fee if the transfer is approved.

#### **ALTERNATIVES**

1. Approve the transfer of ownership of the retail liquor license contingent upon the closing of the sale of the business.
2. Deny the transfer of ownership of the retail liquor license.

#### **RECOMMENDATION**

None

#### **ATTACHMENTS**

1. Application for transfer of ownership of a retail liquor license.

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

1. Vaughn & Brenna Place 307-587-7275

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

FOR NEW LICENSES AND TRANSFER  
**LICENSE AND/OR PERMIT APPLICATION**  
FOR LIQUOR, COUNTY MALT BEVERAGE, LIMITED, WINERY OR MICROBREWERY

Liquor and Saloon Inc

**To be completed by the City, Town or County Clerk:**

Date Filed: 7, 8, 11

	Annual Fee	Prorated Fee
Basic Fee:	\$ _____	\$ _____
Add'l Dispensing Room Fee:	\$ _____	\$ _____
Transfer Fee:	\$ <u>100.00</u>	\$ _____
Total License Fee Collected	\$ _____	\$ _____
Publishing Fee Collect:	\$ <u>240.00</u>	\$ _____

Required Attachments Received: Yes

Advertising Dates(4): 7/20, 7/27, 8/3, 8/10/11

Hearing Date: 08/16/2011

Local Licensing Number: \_\_\_\_\_

**LICENSING AUTHORITY:** Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**  
A copy must be immediately forwarded to:  
State of Wyoming Liquor Division  
1520 E 5<sup>th</sup> Street  
Cheyenne WY 82002-0110

Formerly Held by: Whiskey River Discount Saloon Inc

Applicant: VAUGHN PLACE AND BRENNA

Trade Name (aka): Soaring Peak Liquor + Saloon PLACE

Premise Address: 544 YELLOWSTONE AVE  
Number & Street

Cody WY 82414 PARK  
City State Zip County

Mailing Address: 25 Road 6SR  
Number & Street or P.O. Box

Cody WY 82414  
City State Zip

Business Telephone Number: (307) 567-7275

Fax Number: \_\_\_\_\_

E-Mail Address: Vaughnplace@live.com

For the license term: 9 17 2011 UP  
Month Day Year

Through: 7 31 2012  
Month Day Year

<b>FILING FOR</b> <input type="checkbox"/> NEW <input type="checkbox"/> TRANSFER LOCATION <input checked="" type="checkbox"/> TRANSFER OWNERSHIP	<b>TYPE OF LICENSE OR PERMIT</b> (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> RETAIL LIQUOR LICENSE <input type="checkbox"/> on-premise only <input type="checkbox"/> off-premise only <input checked="" type="checkbox"/> combination on/off premise <input type="checkbox"/> RESTAURANT LIQUOR LICENSE <input type="checkbox"/> RESORT LIQUOR LICENSE <input type="checkbox"/> COUNTY RETAIL or SPECIAL MALT BEVERAGE PERMIT <input type="checkbox"/> VETERANS CLUB <input type="checkbox"/> FRATERNAL CLUB <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> SOCIAL CLUB <input type="checkbox"/> MICROBREWERY <input type="checkbox"/> WINERY <input type="checkbox"/> BAR AND GRILL <input type="checkbox"/> LOCATED WITHIN 5 MILES OF CITY (County License only)	To Assist the Liquor Division with scheduling inspections: <b>DO YOU OPERATE?</b> <input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec) <input type="checkbox"/> SEASONAL/PART-TIME (specify months of operation) from _____ to _____ DAYS OF WEEK (e.g. Mon through Sat) <u>MONDAY THROUGH SUNDAY</u> HOURS OF OPERATION (e.g. 10a - 2a) <u>JAN-APR, OCT-DEC 10:00am - 10:00pm</u> <u>MAY-SEP 8:00am - 12:00am</u>
<b>FILING IN</b> (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> CITY OF <u>Cody</u> <input type="checkbox"/> COUNTY OF _____		
<b>FILING AS</b> (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> INDIVIDUAL <input type="checkbox"/> LLC <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LLP <input type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ASSOCIATION <input type="checkbox"/> ORGANIZATION		

1. Location of License:

(a) Give a description of the dispensing room and state where it is located in the building (e.g. 10x12 room in SE corner of 1st floor of building). If the building is not in existence, provide the location and an architect's drawing or suitable plans of the room and premises to be licensed: If **Winery** or **Microbrewery**, also list manufacturing facility. W.S. 12-4-102(a)(i): (Please submit a drawing of dispensing room)

VP 45x40 SOUTH PORTION OF BUILDING, SAME AREA AS CURRENT BAR  
46 1/2 x 40 40 x 32 room at south end of main floor

(b) Do you have an additional dispensing room?  YES  NO If yes, provide description and location:

(c) Provide the legal description and the zoning of the site where the applicant will conduct business:

NW 1/4 NW 1/4 SECTION 1 T52N/R102W

2. Do you W.S. 12-4-103 (a) (iii):

- (1) **OWN** the building in which sales room is located?  
 (2) **LEASE** the building in which sales room is located?

YES (own)  
 YES (lease)

(A) **DATE** lease expires \_\_\_\_\_ located on page \_\_\_\_\_ paragraph \_\_\_\_\_ of lease document.

(B) Provision for **SALE** of alcoholic or malt beverages located on page \_\_\_\_\_ paragraph \_\_\_\_\_ of lease document.

**NOTE:** Attach a true copy of the lease to application. Lease **MUST** contain provision for **SALE OF ALCOHOLIC or MALT BEVERAGES** and be valid **THROUGH** the **TERM OF THE LICENSE** W.S. 12-4-103(a)(iii).

3. Have you already assigned, leased, transferred or do you intend to assign, lease, transfer, contract or in any other manner agree with any person or firm other than yourself as licensee to operate and assert control or partial control of the license and the licensed room to carry on the licensed liquor business?  
 YES  NO VP

VP

The transfer and issuance of the liquor license for Vaughn and Brenna Place is contingent upon the closing on the sale of the business and will occur after the license term date listed on the application.

4. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

(a) Hold any interest in the license applied for?  YES  NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business?  YES  NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs?  YES  NO

(d) If you answered YES to any of the above, explain fully and submit any documents in connection therewith:

SINGLE TAP BEER BOX, THREE PRODUCT COOLERS

5. Does applicant have any interest or intent to acquire an interest in any other retail liquor license to be issued by this licensing authority? W.S. 12-4-103(b)  YES  NO

If "YES", explain:

6. Is applicant a mayor, member of a city or town council, or member of the board of county commissioners within the jurisdiction of this licensing authority? W.S. 12-4-103(a)(i)  YES  NO

7. Is applicant employed by the State, City or Town, or County as a law enforcement officer, or hold office as a law enforcement officer through election? W.S. 12-4-103(a)(ii)  YES  NO

**RESTAURANT OR BAR AND GRILL LICENSE: Complete questions 8(a) and 8(b):**

8. (a) Have you submitted a valid food service permit upon application? W.S. 12-4-413(a)  YES  NO

(b) Was your dispensing room for alcoholic and/or malt beverages in existence and open for consumption purposes prior to February 1, 1979? W.S. 12-4-410(b)  YES  NO  N/A

**RESORT LICENSE: Complete questions 9(a) through 9(c):**

9. (a) Is the actual valuation of the resort complex at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i)  YES  NO

(b) Does the resort complex include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii)  YES  NO

(c) Does the resort complex include motel or hotel accommodations with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii)  YES  NO

**MICROBREWERY AND/OR WINERY LICENSE: Complete questions 10 through 11:**

10. Is premise to be co-existent with a retail, restaurant, resort or bar and grill liquor license? W.S. 12-4-412(b)(iii)  YES  NO

If "YES", please specify type:  Microbrewery  Winery  Retail  Restaurant  Resort  Bar and Grill:

11. (a) Do you self distribute your products?  YES  NO

(b) Do you distribute your products through an existing malt beverage wholesaler?  YES  NO

**ORGANIZATION AND/OR CLUB LICENSE: Complete questions 12 through 15 as applicable:**

12. **FRATERNAL CLUBS** W.S. 12-1-101(a)(iii)(B)

(a) The name and address of the grand lodge or national organization is:

(b) Does lodge or fraternal organization hold a charter from a national organization or national grand lodge?  YES  NO

(c) Has the fraternal organization been actively operating in at least thirty-six (36) states?  YES  NO

(d) Has the fraternal organization been actively in existence for at least twenty (20) years?  YES  NO

13. **VETERANS CLUBS** W.S. 12-1-101(a)(iii)(A):

(a) The name and address of the National Veterans organization is:

(b) Has the Veteran's organization been chartered by the Congress of the United States for patriotic, fraternal or benevolent purposes?  YES  NO

(c) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary?  YES  NO

**14. SOCIAL CLUBS** W.S. 12-1-101(a)(iii)(E):

- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located?  YES  NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state?  YES  NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service?  YES  NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year?  YES  NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues?  YES  NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club?  YES  NO
- (g) Have you filed a true copy of your bylaws with the local licensing authority and the Wyoming Liquor Division?  YES  NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License (**THE PETITION MUST BE ATTACHED TO APPLICATION**) ?  YES  NO
- (i) Have you filed with the licensing authority and the Wyoming Liquor Division a detailed statement of your activities during the preceding year which were undertaken or furthered in pursuit of the objectives of the club, along with an itemized statement expended for such activities?  YES  NO

**15. GOLF CLUBS** W.S. 12-1-101(a)(iii)(D):

- (a) Do you have more than fifty (50) bona fide members?  YES  NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse?  YES  NO

**16. (a) If applicant is an Individual or Partnership:** State the name, date of birth and residence of each applicant or partner, if the application is made by more than one individual or by a partnership. **If the application is for a Club:** State the name, date of birth and residence of each officer.

True and Correct Name	Date of Birth	DONOT LIST PO BOXES		Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
		Residence Address No. & Street City, State & Zip	Residence Phone Number			
VAUGHAN PLACE	1/15/62	25 ROAD 65R CODY WY 82414	307 587 7275	YES <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>
BRENNA PLACE	12/14/86	25 ROAD 65R CODY WY 82414	307 587 7275	YES <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	NO <input checked="" type="checkbox"/>
				YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>
				YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>
				YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>
				NO <input type="checkbox"/>	NO <input type="checkbox"/>	NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

**(b) If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership:** State the name, date of birth and residence of each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, and every officer, and every director.

True and Correct Name	Date of Birth	DONOT LIST PO BOXES		No. of Years in Corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
		Residence Address No. & Street City, State & Zip	Residence Phone Number				
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>
						YES <input type="checkbox"/>	YES <input type="checkbox"/>
						NO <input type="checkbox"/>	NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)



# VAUGHN PLACE AND BRENNIA PLACE

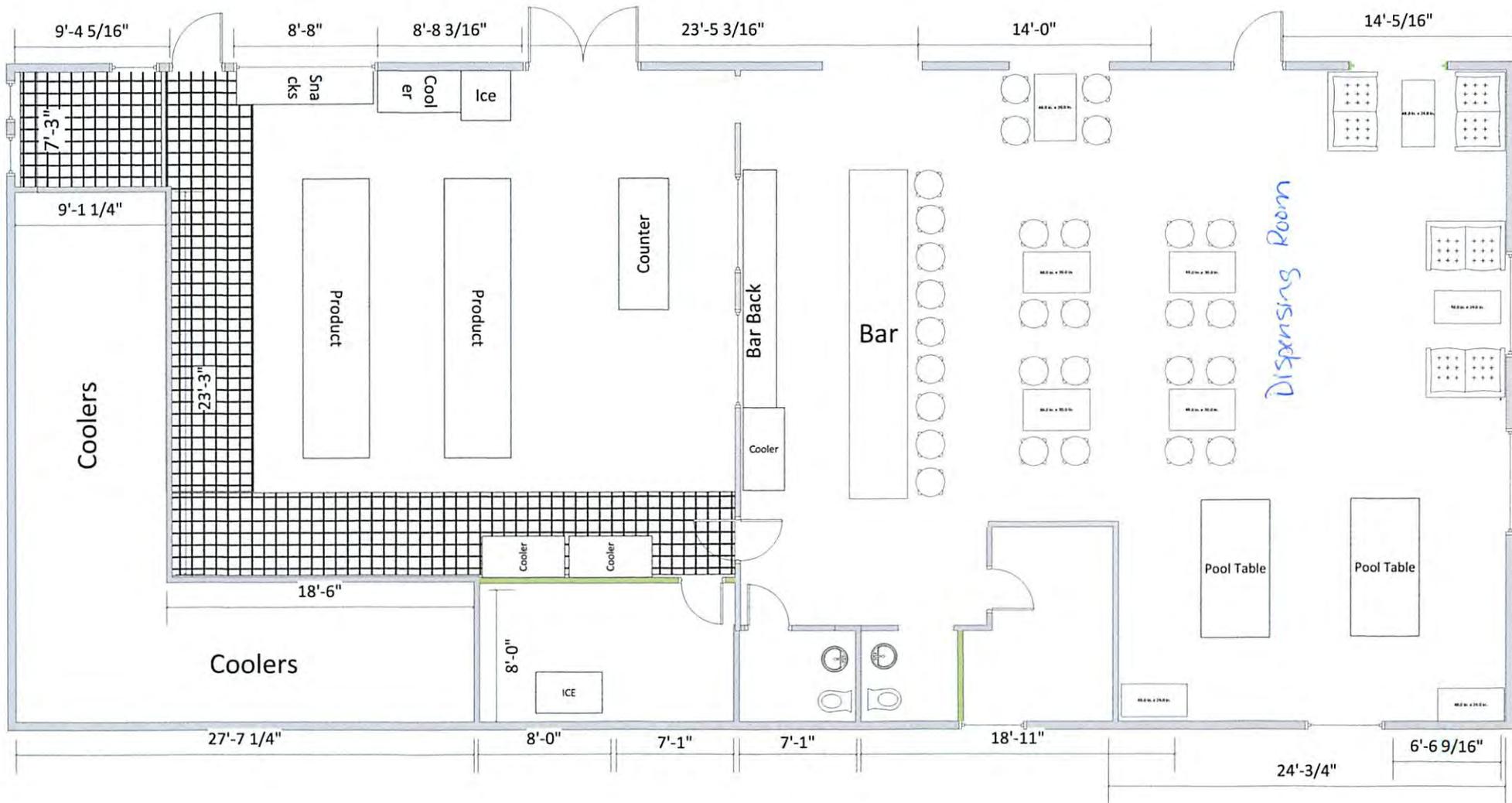
		Assets	
Cash			
Checking Accounts	\$	6,000	Wells Fargo
Savings Account	\$	15,000	Wells Fargo
Retirement			
401K	\$	107,500	Fidelity
SEP IRA	\$	127,000	Schwab
IRA Rollover	\$	15,000	Schwab
Investment	\$	20,000	Schwab
Notes			
Paltronics	\$	192,000	Note carried from ownership buyout
Bally	\$	38,000	Performance bonus 2010
Real Estate	\$	975,000	Home on 40 acres
Personal Property			
Autos			
Ford F250	\$	29,000	2007 F250 diesel
Ford F150	\$	28,000	2010
Trailers	\$	11,000	2007 Livestock, 2007 flatbed, 2006 Camp Trailer
Farm Equipment	\$	15,000	2007 Tractor and misc implements, JD swather
ATV	\$	5,000	2007 Polaris Ranger
Miscellaneous			
Cattle	\$	14,000	14 head of registered Angus
Bull	\$	3,000	1 head of registered Angus
Total	\$	1,600,500	
		Longterm Liabilities	
Credit Card	\$	-	
Notes Payable	\$	-	
Taxes Payable	\$	-	
Real Estate Mortgage	\$	267,168	
Car Loan	\$	16,302	
Other	\$	-	
Total	\$	283,470	
Net Worth	\$	1,317,030	

VAUGHN PLACE AND BRENNNA PLACE

Income			
		Monthly	Annual
Bally Technologies	\$	16,666	
Park County School District	\$	917	
Total	\$	17,583	\$ 210,992

Expenses			
		Monthly	Annual
House Mortgage	\$	2,100	
Truck Loan	\$	500	
Total	\$	2,600	\$ 31,200

Debt To Income Ratio 14.79%



WHISKY RIVER DISCOUNT LIQUOR & SALOON INC  
544 YELLOWSTONE AVE  
CODY, WY 82414

P: (307) 527-6461 F: (307) 527-5154

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July 7, 2011

Sara Wead  
City of Cody  
1338 Rumsey Ave  
Cody, WY 82414

RE: Liquor License Transfer From Whisky River Discount Liquor & Saloon Inc. to

Vaughn Place Brenna Place

Dear Ms. Wead:

My name is Helene M. Pursley, owner of Whisky River Discount Liquor & Saloon Inc. I approve the transfer of my liquor license #9 to Vaughn Place, DBA Vaughn Place Brenna Place.

The license transfer is contingent on my business and property at 544 Yellowstone Avenue Cody WY 82414 closing and funding prior to the transfer on September 1, 2011.

We appreciate the City's cooperation in this matter and look forward to working with you towards a final resolution.

Sincerely,



Helene M. (Heidi) Pursley,  
Owner / President  
Whisky River Discount Liquor & Saloon Inc.



## **COMMUNITY DEVELOPMENT BLOCK GRANT**

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

### **PLANNING**

**Economic and Community Development Planning**

**Housing Planning**

**Site Specific Feasibility Studies**

### **TECHNICAL ASSISTANCE**

SECTION I: COVER SHEET

**1.PROJECT TITLE:**

**Cody Master Plan Revision**

**2. PROJECT TYPE:**

- Community and/or Economic Development Plan**
- Housing Plan**
- Site Specific Feasibility Study**
- Technical Assistance**

**3. APPLICANT INFORMATION**

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

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

**Mailing Address:** **P. O. Box 2200 Cody, WY 82414**

**Local Contact:** **Jenni Rosencranse**

**Position:** **City Administrator**

**Mailing Address:** **P. O. Box 2200 Cody, WY 82414**

**Phone:** **307-527-3462**

**Email:** **jennir@cityofcody.com**

**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)

**CCR**

The Central Contractor Registry is a database for the U.S. Federal government that collects, stores and disseminates data in support of agency acquisition missions. Being registered with the CCR is now a 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.bpn.gov/ccr/default.aspx>

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

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

**Doing Business As:**

**Filing ID number:**

**Contact Person:**

**Position:**

**Mailing Address:**

**Phone:**

**Email:**

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

**Name:** Jenni Rosencranse

**Mailing Address:** P. O. Box 2200 Cody, WY 82414  
307-527-3462

**Phone:** jennir@cityofcody.com

**Email:**

**6. PROJECT COSTS**

**a. Amount of grant requested:** \$50,000

**b. Total local/other contribution:** \$10,000

**TOTAL Project Cost (a+b):** \$60,000

**TITLE I CERTIFICATION OF APPLICANT**

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

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 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

City of Cody

\_\_\_\_\_  
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 those 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: PLANNING AND TECHNICAL ASSISTANCE PROJECTS

- Purpose**      **Planning:** The primary intent of this project type is to provide funds to develop planning documents to be used by a community for the purpose of community and economic development, to develop policy, planning or management capacity.
- Technical Assistance:** The primary intent of this project type is to provide funds to for profit or non-profit enterprises wishing to start, expand or retain existing business or to enhance capacity in some way.
- Rules**            Rules governing the Community Development Block Grant (CDGB) Grant and Loan Program are available through the Wyoming Business Council (WBC) or [www.wyomingbusiness.org](http://www.wyomingbusiness.org).
- Eligibility**      Counties, incorporated cities, towns may apply. Units of local government may also apply on behalf of non-profit organizations.
- Funds**            **Planning:** There are three types of planning grants available:
1. Community Development and Economic Development plans, \$50,000 maximum award with 20% required match. Preference will be given to communities with current plans seven years old or older.
  2. Housing plans, assessments or development codes which will benefit low and moderate income people, \$20,000 maximum award with a 25% cash match
  3. Feasibility studies and site specific development studies that may create job opportunities for low and moderate income people or otherwise benefit low and moderate income people, \$15,000 maximum award with a 25% cash match
- Technical Assistance:** The maximum grant amount is \$7,500. Each application must demonstrate a twenty-five percent (25%) hard dollar cash match from the benefitting business or non-profit.
- Due Date**        The WBC will accept applications semi-annually. Please consult the WBC website for application deadline dates and board meeting dates.
- Review**            The review process includes an initial WBC staff screening, possible site visit and report 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 a signed grant agreement, typically 4-6 weeks after a WBC decision.
- Submissions**    Applicants shall submit one copy of the completed application to the WBC Regional Director, and two original complete applications 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 follows.

Converse, Niobrara and Natrona Counties	Big Horn, Hot Springs, Park and Washakie Counties	Campbell, Crook, Sheridan, Johnson and Weston Counties
<p><b>Kim Rightmer</b>  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:  kim.rightmer@wybusiness.org</p>	<p><b>Leah Bruscano</b>  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:  leah.bruscano@wybusiness.org</p>	<p><b>Dave Spencer</b>  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:  dave.spencer@wybusiness.org</p>
Sweetwater and Carbon Counties	Fremont and Teton Counties	Albany, Goshen, Platte and Laramie Counties
<p><b>Pat Robbins</b>  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:  pat.robbins@wybusiness.org</p>	<p><b>Roger Bower</b>  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:  roger.bower@wybusiness.org</p>	<p><b>Tom Johnson</b>  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:  tom.johnson@wybusiness.org</p>
Sublette, Lincoln and Uinta Counties	Send 2 copies of completed applications to:	
<p><b>Elaina Zempel</b>  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: e.z@wybusiness.org</p>	<p><b>Julie Kozlowski</b>  CDBG- Program Manager  Wyoming Business Council  214 W. 15<sup>th</sup> Street  Cheyenne, WY 82002  Phone: (307) 777-2812  Fax: (307) 777-2838  Email: <a href="mailto:julie.kozlowski@wybusiness.org">julie.kozlowski@wybusiness.org</a></p>	

## APPLICATION CHECKLIST

- Schedule consultation with WBC Regional Director.** The WBC Regional Director must be consulted during the application process and be given sufficient opportunity to provide written review and recommend adjustments to the application and any required business/facility plan. The Regional Director, as part of the application, must provide preliminary comments about the project, how the project fits with regional economic and community development endeavors, and any early concerns that the Regional Director may have. An early consultation with the Regional Director will allow the applicant to begin addressing those concerns before the application is submitted.
- Complete Application.** All questions must be fully answered.
- Secure Local Match.** A cash match of twenty percent (20%) for Economic and Community Development grants and twenty-five percent (25%) for housing and site specific feasibility studies and twenty-five percent (25%) for technical assistance of *total eligible* project costs is required.
- Attach public hearing notice, public hearing minutes.** An applicant is required to solicit citizen input through a published 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. An affidavit of publication or tear sheet, a completed Certification of Applicant form signed by the chief elected official as well as the certified or signed minutes from the public hearing and any other written comments received must be attached.
- Attach Resolution(s) of Support.** After a public hearing is held, the applicant must pass a resolution of support. The resolution should state, at a minimum:
  - the nature of the project
  - public benefit
  - desired outcomes
  - specified amount of grant funds being sought and the amount of the match as well as the source of match funding by account name or other identifying characteristics
- Attach Certification of Applicant**
- Attach site information.** If the planning process includes a specific site, please attach a detailed map, photographs and/or site plan showing the general location of the project site, project related buildings or any other relevant information.
- Attach three years of financial statements (balance sheets and profit and loss statements as well as a current business plan** if this application is being submitted on behalf of a for-profit business or a non-profit organization,

- Central Contractor Registry (CCR).** Attach evidence of being registered in the CCR.
- 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.

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.

*The City of Cody requests a grant of \$50,000 to hire a consultant to revise and update the City of Cody Master Plan. Our original Master Plan was completed in 1997. This plan has been used extensively by the City as a developmental roadmap for residential housing, commercial development and infrastructure planning and placement. Many of the plans and projections outlined in the Master Plan have been completed. Our Master Plan is now 14 years old and it is no longer a working tool and resource to the City with regard to future planning. Much has changed in the last 14 years including changes relating to population, technology, culture, geographic areas, economic conditions, etc. The completion of a new or revised and updated Master Plan is essential for planning the future of the City of Cody and this grant would provide funding to complete a new comprehensive Master Plan.*

For community and/or economic development plans, please describe if this new information will replace or supplement existing plans.

*The new plan will certainly supplement the existing Master Plan, but it is expected to also replace old and outdated information with new information relating to population, culture, technology, economic conditions and geographic area. In addition, it would be our expectation that we would have new trends to watch, and new benchmarks to work towards.*

For housing or feasibility studies, please describe how the new information will comport with existing community and/or economic development plans.

*Although this is not a housing or feasibility study, the new Master Plan will certainly aid in the development of future Planned Units of Development, residential subdivisions and other residential development of infrastructure and amenities such as parks and pathways, open spaces, etc. In addition, as Cody has grown, there has been more interest in transitional zoning between residential and commercial areas, however, when the City has tried to look into conditional use permits, or zoning changes to accommodate these types of changes, resistance has been met from the residential areas. A new Master Plan will help the City of Cody plan for change in and between residential and commercial areas, which will allow for future economic growth of our community.*

## **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.

*Wyoming State Statute 15-1-503 requires municipalities to adopt a Master Plan for the physical development of the City. While the City of Cody is compliant with state statutes, our plan is dated and is no longer working for the betterment of the community. Much of what the plan called for in 1997 has been completed and/or accomplished and there are new challenges and opportunities facing our community. Areas that were predicted to grow grew and now the physical development of our community needs guidance. In addition, the City of Cody has annexed the following areas since the 1997 Master Plan:*

- *Chugwater Rims Subdivision 1999*
- *Spiegleberg Subdivision 1999 and 2000*
- *Cowan Subdivision 2001*
- *KOA Subdivision 2003*
- *Vietnam Park 2006*
- *Nielson Land Trade North of Cody 2006*
- *Panorama Subdivision 2006*
- *Sunlight Investments – Maple Leaf Subdivision 2007*
- *Nor Cody 2AB – 2008*

*Further, the City of Cody has identified other areas for future expansion of recreational opportunities including a Dog Park, Soccer Complex, Bike Park, and joining existing parks and pathways with a trail system. While some of this has been identified and the projects are underway, many of these are still ideas with no plan. A review of the entire City infrastructure is needed to make the best use of these ideas and to incorporate them in the best possible way for the community.*

*Economically, the North Cody 2AB Light Industrial Area was annexed and the lots are ready for sale. A Master Plan of that area was done with the help of a Wyoming Business Council Planning Grant, however, that plan is not at all integrated with the overall City Master Plan. Incorporating the two plans together is imperative for future growth and development of that area.*

*An updated and revised plan will benefit the community by providing current information as well as projecting future trends in economic development, commercial and residential development and overall will provide a plan that is compliant with State Statutes. In addition, part of completing a Master Plan is obtaining important information about what the Community wants to see in our city. Many public meetings will be held throughout the process in an effort to involve the public to gain insight and information as to what the community wants to see in the next ten to twenty years in Cody.*

**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.

*According to the US Census, the 2010 population of the City of Cody is 9,520. This represents a 7% growth over the past 10 years. If the future growth of the City of Cody is equal to the past growth, it is expected that this plan should affect an additional 666 people in the next ten years. This is equivalent to 10,186 unduplicated beneficiaries. However, Park County's population is currently 28,205 and many residents of Park County rely on the services and amenities that the City of Cody has to offer, and the Master Plan affects the people who do business in Cody as well. Further, the City of Cody is the County Seat and is the largest community in the Big Horn Basin. Residents of Powell, Lovell, Greybull, Basin, and Meeteetse travel to Cody frequently to shop, dine, and take advantage of the number of services Cody has to offer. Lastly, Cody is a tourist destination due to our location to Yellowstone National Park, the presence of the Buffalo Bill Historical Center, the Cody Night Rodeo and all of the wonderful outdoor recreational opportunities that we have around us. Our population at least doubles in the summer due to visitors coming to our town. It is imperative to our community to plan for Cody's future in a way that will ensure that Cody will remain being a great place to live, to do business, to visit and enjoy all of the amenities that we are so fortunate to have in a community of our size.*

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

*The Cody and Park County populations mirror each other with regard to the age of the residents. Approximately 24% of the population of Cody and Park County are age 0-19; 23% of the population is age 20-39; 28% of the population is 40-59; and 25% of the population is 60 years of age or older. Breaking that down a bit further, an assumption could be made that 24% of the population are kids and in school; 51% of the population are working age; and 25% of the population are retirement age.*

*The median age for the City of Cody is 40.7 and for Park County it is 42.4. In Cody, the female population is 52% of the total population and the male population is 48% of the total population. Park County's population consists of 50% female and 50% male. Over 95% of the population of both Cody and Park County are Caucasian.*

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?

*The City of Cody created the Cody Master Plan in 1997 and has followed the direction and guidance of the plan since its creation. Master Plans are designed to be updated and changed as communities grow and our Master Plan is at that point now. We are no longer able to go to the Master Plan for guidance. The efforts the City of Cody have taken to prepare for a revision of this plan are as follows:*

1. *Formed a committee of City of Cody Council Members, Planning and Zoning Members and City Staff to review the existing Master Plan and identify what is still important to the City of Cody and should continue to be a focus in the update of the plan, as well as identify what is in the Master Plan that no longer applies to the City of Cody and our residents. This group has a summary of their work and is ready to provide this summary to a consultant who will do the Master Plan so that the consultant has a good idea of the value the community has with regard to many aspects of the Master Plan.*
2. *The City of Cody is in the process of hiring a Community Planner. The Community Planner will be a full-time employee of the City of Cody who will work to help the community grow in accordance with the Master Plan update and revision.*
3. *The City of Cody has allocated the match money necessary for this grant.*

*The City of Cody has struggled in the past two years financially due to the decline in sales tax. In addition, the State of Wyoming as reduced the amount of money that the City received in direct distribution funds due to the State's financial position. Since the City of Cody used this money only for one time projects such as this Master Plan, the decline in funds has made it difficult to afford one time projects. If this grant is not awarded, the City of Cody would need to use reserve funds out of the General Fund in order to move forward with an update and revision of the Master Plan.*

**8. PREVIOUS GRANT ADMINISTRATION.**

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

*The City of Cody has been the recipient and sponsor of many Wyoming Business Council Grants in the past, and for that we are extremely fortunate. The City of Cody has realized many great projects due to the funding opportunities made possible through the Wyoming Business Council and the State of Wyoming. The City of Cody has staff members who will be administering the grant that have specific experience with Wyoming Business Council grant rules, regulations and reporting requirements. Our largest grant award through the Wyoming Business Council was \$3 million and it was also the longest grant project we have ever encountered.*

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

1. *Planning Only Grant – Cody Land Development Corporation  
The project is 100% complete and the grant funds expended were \$25,000 and the total project cost was \$34,200.*
2. *Auditorium ADA Improvements Grant  
This project is 79% complete and the grant funds expended to date are \$148,261. The total project cost is \$187,038.*

**If the planning/potential project involves a specific site, please answer questions 9, 10, and 11 below. If not, please continue with number 12.**

**9. SITE CONTROL INFORMATION**

- Owned**
- Optioned**
- Leased**
- Other (Explain)**

**Expiration Date**

\_\_\_\_\_

\_\_\_\_\_

If this project involves acquisition of a site or a building, please attach a certified appraisal.

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

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

**12. TIMELINE/IMPLEMENTATION SCHEDULE.**

**Project Start Up**

**Anticipated Completion Date**

**Develop RFP**

**November 2011**

**Advertise RFP**

**December 2011**

**Select consultant/other expertise**

**February 2012**

**Planning process**

**March – May 2012**

**Other**

\_\_\_\_\_

**Other**

\_\_\_\_\_

**Close-Out**

**June 2012**

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

<p><b>1. Contact information</b> Business Name: Contact Person: Mailing Address:</p> <p>Phone: Fax: Email:</p>
<p><b>2. Provide a brief history of the organization or business and how long they have been in operation.</b></p>
<p><b>3. Describe the business/organization service and mission. Regarding long term plans, what role does this project play?</b></p>
<p><b>4. List the principals involved in this project.</b></p>
<p><b>5. What will the business/organization investment be if this project is implemented?</b></p>
<p><b>6. Why is public funding necessary for this project?</b></p>

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

**JOB CREATION**

1. If this project is designed to meet the national objective of job creation, complete the following job retention and creation table.

- Jobs must be expressed in Full Time Equivalents (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.

	Jobs Retained	New Jobs	Average Annual Wage	Level of Education Required
Mgmt/Admin				
Tech/Prof.				
Office/Clerical				
Sales				
Skilled Crafts				
Other				
<b>Total</b>				

2. Of the total number of jobs created, what percentage will be available to low to moderate income individuals? \_\_\_\_\_

## IMPLEMENTATION

1. For **feasibility studies**, indicate the methodology for funding implementation of this project if the results of the planning project prove to be positive. Include whether funds are available and dedicated for the implementation of study recommendations. Also include a discussion on whether personnel and resources are in place to implement the study recommendations and what the anticipated timeline for implementation might be.

2. For **community and/or economic development plans**, will the plan identify long and short term goals for housing and community development including low to moderate income needs and what actions will be taken to address those needs?

*The plan will identify long and short term goals for everything involving community development which will include housing. In the prior Master Plan, low income housing was addressed as a concern, and it is still a concern today because the definition of affordable or low income housing continually changes as the economy changes. The committee that prepared the summary of important concepts to address in the Master Plan revision identified affordable housing as a concept to continue to plan for.*

*At this time, it is unknown what actions will be taken to address the community needs. This question is the main focus of the need for a plan. The plan will help the City of Cody identify what is necessary to address the needs of our community and then the City Council and City Staff will develop the plans on how to accomplish what the community determines are needs.*

*The City of Cody is positioning itself with the appropriate staff to carry out the needs that are identified through the Master Plan revision and update so that the community can continue to prosper and grow in the most economically beneficial way for our businesses, residents, and visitors.*

3. For **technical assistance**, indicate the methodology for funding implementation of this project if the results of the technical assistance project prove to be positive. Include whether funds are available and dedicated for the implementation. Also include a discussion on whether personnel and resources are in place and what the anticipated timeline for implementation might be.

## FOR HOUSING PLANS

Planning funds for housing may be used to address the following:

1. Developing or modifying codes and ordinances in support of affordable housing for low and moderate income households.
2. Developing subdivision regulations that encourage affordable housing development for low and moderate income households.
3. Land re-use studies for parcels planned to, at least in part, provide affordable housing opportunities to low and moderate income households.
4. Policy, planning, management or capacity building activities that will enable a recipient to :
  - i. Determine housing needs
  - ii. Set long-term goals and short-term objectives related to affordable housing
  - iii. Identify programs and activities to meet goals and objectives
  - iv. Evaluate the progress of such programs and activities
  - v. Carry out management, coordination and monitoring of activities necessary for effective planning implementation but excluding the costs necessary to implement such plans.

When submitted to the WBC, your housing plan should address the following items:

1. Data to support housing needs and goals. It is important to review the housing market overall and not one segment as a stand alone component. For example, if you believe the need in your community is workforce housing, you should also consider other housing in the community for seniors or low income persons for example in order to fully understand the housing available, needs and where gaps exist.
2. Is your study / planning focusing on new or existing housing stock?
3. If the housing stock is existing, has it been tested for lead based paint? If so, what were the results? If results were positive, what remediation is planned or has it occurred? (Please provide any supporting documentation).
4. Whether any citizens will be displaced and if so, what measures are being taken to assist those displaced?
5. Measures your community has taken to affirm a commitment to Fair Housing. (See Appendix B).
6. Local contact information for housing or discrimination complaints in addition to HUD information (See Appendix B).

**BUDGET INFORMATION**

**Part A: Funding Sources**

<i>1. CDBG Request</i>	<i>\$50,000</i>
------------------------	-----------------

1

*2. Local Match. A CDBG request up to \$25,000 requires a twenty-five percent (25%) cash match of the Total Eligible Project Cost. Projects indicating financial support from other sources will be given preference over those that have no other source of financing.*

<b>Cash Match Source</b>	<b>Status (approved or pending)</b>	<b>Date of Approval</b>	<b>Cash Amount</b>
City of Cody General Fund	Approved	06/21/2011	\$10,000
			\$
			\$
<b>Total Cash Match</b>			<b>\$10,000</b>

2

<b>3. Total Project Costs (Sum 1+2)</b>	<b>\$60,000</b>
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**DO NOT INCLUDE THIS INFORMATION WITH YOUR APPLICATION THIS IS FOR YOUR INFORMATION ONLY.**

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 participant 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 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.

**DO NOT INCLUDE THIS INFORMATION WITH YOUR APPLICATION THIS IS FOR YOUR INFORMATION ONLY.**

**APPENDIX B**

The Fair Housing Act covers most housing. In some circumstances, the Act exempts owner-occupied buildings with no more than four units, single-family housing sold or rented without the use of a broker, and housing operated by organizations and private clubs that limit occupancy to members.

A fair housing and equal opportunity plan should include provisions to address the following:

- a. Any property identified as senior housing should demonstrate its intent to house those 55 or older in at least 80% of its units which may include families with children but is not required to do so. Policies and procedures for the property must also demonstrate an intent to provide housing for those 55 or older in 80% of the units.
- b. ***In the Sale and Rental of Housing:*** No one may take any of the following actions based on race, color, national origin, religion, sex, familial status or handicap:
  - Refuse to rent or sell housing
  - Refuse to negotiate for housing
  - Make housing unavailable
  - Deny a dwelling
  - Set different terms, conditions or privileges for sale or rental of a dwelling
  - Provide different housing services or facilities
  - Falsely deny that housing is available for inspection, sale, or rental
  - For profit, persuade owners to sell or rent (blockbusting) or
  - Deny anyone access to or membership in a facility or service (such as a multiple listing service) related to the sale or rental of housing.

***In Addition:*** It is illegal for anyone to:

- Threaten, coerce, intimidate or interfere with anyone exercising a fair housing right or assisting others who exercise that right
- Advertise or make any statement that indicates a limitation or preference based on race, color, national origin, religion, sex, familial status, or handicap. This prohibition against discriminatory advertising applies to single-family and owner-occupied housing that is otherwise exempt from the Fair Housing Act.

**Additional Protection for those with a Disability**

If a person or someone living with that person

- Has a physical or mental disability (including hearing, mobility and visual impairments, chronic alcoholism, chronic mental illness, AIDS, AIDS Related Complex and mental retardation) that substantially limits one or more major life activities
- Has a record of such a disability or

- Is regarded as having such a disability

A landlord **may not**:

- Refuse to let them make reasonable modifications to your dwelling or common use areas, at your expense, if necessary for the disabled person to use the housing. (Where reasonable, the landlord may permit changes only if the tenant agrees to restore the property to its original condition when vacating.)
- Refuse to make reasonable accommodations in rules, policies, practices or services if necessary for the disabled person to use the housing.

Example: A building with a "no pets" policy must allow a visually impaired tenant to keep a guide dog.

Example: An apartment complex that offers tenants ample, unassigned parking must honor a request from a mobility-impaired tenant for a reserved space near her apartment if necessary to assure that she can have access to her apartment.

However, housing need not be made available to a person who is a direct threat to the health or safety of others or who currently uses illegal drugs.

### Requirements for New Buildings

In buildings that are ready for first occupancy after March 13, 1991, and have an elevator and four or more units:

- Public and common areas must be accessible to persons with disabilities
- Doors and hallways must be wide enough for wheelchairs
- All units must have:
  - An accessible route into and through the unit
  - Accessible light switches, electrical outlets, thermostats and other environmental controls
  - Reinforced bathroom walls to allow later installation of grab bars and
  - Kitchens and bathrooms that can be used by people in wheelchairs.

If a building with four or more units has no elevator and will be ready for first occupancy after March 13, 1991, these standards apply to ground floor units.

These requirements for new buildings do not replace any more stringent standards in State or local law.

### Housing Opportunities for Families

Unless a building or community qualifies as housing for older persons, it may not discriminate based on familial status. That is, it may not discriminate against families in which one or more children under 18 live with:

- A parent
- A person who has legal custody of the child or children or
- The designee of the parent or legal custodian, with the parent or custodian's written permission.

Familial status protection also applies to pregnant women and anyone securing legal custody of a child under 18.

Exemption: Housing for older persons is exempt from the prohibition against familial status discrimination if:

- The HUD Secretary has determined that it is specifically designed for and occupied by elderly persons under a Federal, State or local government program or
- It is occupied solely by persons who are 62 or older or
- It houses at least one person who is 55 or older in at least 80 percent of the occupied units, and adheres to a policy that demonstrates an intent to house persons who are 55 or older.

A transition period permits residents on or before September 13, 1988, to continue living in the housing, regardless of their age, without interfering with the exemption.

- c. Provide information for a person to be able to file a complaint such as the name and contact information of the local person who could assist with fair housing and equal opportunity issues as well as providing the following HUD information.

#### [If You Think Your Rights Have Been Violated](#)

HUD is ready to help with any problem of housing discrimination. If you think your rights have been violated, the [Housing Discrimination Complaint Form](#) is available for you to download, complete and return, or complete online and submit, or you may write HUD a letter, or telephone the [HUD Office](#) nearest you. You have one year after an alleged violation to file a complaint with HUD, but you should file it as soon as possible.

#### **What to Tell HUD:**

- Your name and address
- The name and address of the person your complaint is against (the respondent)
- The address or other identification to the housing involved
- A short description to the alleged violation (the event that caused you to believe your rights were violated)
- The date(s) to the alleged violation

#### **Where to Write or Call:**

Send the Housing Discrimination Complaint Form or a letter to the [HUD Office](#) nearest you or you may call that office directly.

### **If You Are Disabled:**

HUD also provides:

- Interpreters
- Tapes and braille materials
- A toll-free TTY phone for the hearing impaired: 1-800-927-9275.
- Assistance in reading and completing forms

RESOLUTION 2011-08

A RESOLUTION SUPPORTING A GRANT APPLICATION FOR UP TO \$50,000 TO THE WYOMING BUSINESS COUNCIL FOR A COMMUNITY DEVELOPMENT BLOCK GRANT TO COMPLETE A REVISION AND UPDATE TO THE CITY OF CODY MASTER PLAN.

WHEREAS, the City of Cody developed a Master Plan in 1997; and

WHEREAS, the City of Cody has utilized and followed the Master Plan to help the City of Cody grow and develop commercially, residentially, and economically over the past fourteen (14) years; and

WHEREAS the City of Cody has accomplished and/or completed much of what was recommended and planned for in the current Master Plan and is now in need of an updated and revised Master Plan; and

WHEREAS a public hearing was held and it was determined to be in the public's interest to update and revise the Master Plan; and

WHEREAS the Cody City Council approved providing \$10,000 in City funds as a grant match to the project to revise and update the City of Cody Master Plan; and

WHEREAS CDBG funding for this project is necessary from the Wyoming Business Council to complete the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CODY CITY COUNCIL that the governing body of the City of Cody approves this resolution supporting a grant application of up to \$50,000 to the Wyoming Business Council for a Community Development Block Grant to complete a revision and update of the City of Cody Master Plan.

PASSED, APPROVED AND ADOPTED this 16<sup>th</sup> day of August, 2011.

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Nancy Tia Brown, Mayor

Attest:

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Cynthia Baker, Administrative Services Officer

MEETING DATE: AUGUST 16, 2011

DEPARTMENT: SANITATION

PREPARED BY: KEITH VILES

DEPT. DIR. APPROVAL: \_\_\_\_\_

CITY ADM. APPROVAL: \_\_\_\_\_

PRESENTED BY: \_\_\_\_\_

## **AGENDA ITEM SUMMARY REPORT**

### **Memorandum of Understanding, Household Hazardous Waste Collection Day**

#### **BACKGROUND**

The City of Cody Sanitation Division proposes to conduct a Household Hazardous Waste Collection Day in coordination with the Park County Weed and Pest Control District, Park County, Wyoming and the City of Powell, Wyoming. The purpose of this event is to provide residents a method of disposal for hazardous household waste free of charge. This event has been held in the past for the collection and disposal of Household Hazardous Waste from City of Cody and Park County residents and has been historically well attended.

#### **SUMMARY**

This event has been well attended in the past and, due to the number of inquiries at both City Hall and the Recycling Center it is expected that it will be well attended again this year. It does provide an invaluable service as it gives residents a place to dispose of materials they might otherwise place in a dumpster or dispose of in any number of ways that are contrary to proper disposal. When disposal is done in an improper manner it can present a potential safety hazard to our sanitation truck drivers both during collection and disposal at the landfill. In addition, improper disposal of Household Hazardous Waste poses a potential environmental hazard. While not all residents will take advantage of this service, proper disposal is a benefit to all.

#### **FISCAL IMPACT**

The last Household Hazardous Waste Collection Day was held in September of 2009 at the Cody Recycling Center. The total cost to the City for that event was \$6650.71. There is \$7000.00 allocated in the Solid Waste Fund, 52-530-5333, Professional Fees and Services, for the 2011 Hazardous Waste Collection Day. The amount the City pays for is based on the amount of materials that are collected that day and do vary from year to year.

#### **ALTERNATIVES**

1. Do not expend the funds available for the 2011 Household Hazardous Waste Collection Day and cancel the event for 2011.
2. Enter into the Memorandum of Understanding with the Park County Weed and Pest Control District, The County of Park, Wyoming, the City of Powell, Wyoming and the City of Cody, Wyoming to conduct the 2011 Household Hazardous Waste Collection Day in Powell, Wyoming at the Park County Fairgrounds from 11:00 am to 6:00 pm and in Cody, Wyoming at the City of Cody Recycling Center on September 10, 2011.

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

**RECOMMENDATION**

It is my recommendation that the City Council enter in to the Memorandum of Understanding with the Park County Weed and Pest Control District to conduct the Household Hazardous Waste Collection Day to be held at the Park County Fairgrounds in Powell on September 9, 2011 from 11:00 am to 6:00 pm and at the City of Cody Recycling Center on September 10, 2011 from 9:00 am to 3:00 pm.

**ATTACHMENTS**

1. Memorandum of Understanding between Park County Weed and Pest Control District, The County of Park, Wyoming, The City of Powell and the City of Cody, Wyoming.
2. 2011 Pesticide and Household Hazardous Waste Collection Days brochure.

**AGENDA & SUMMARY REPORT TO:**

1. Steve Payne, Public Works Director

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**Park County Weed and Pest Control District,**  
**The County of Park, Wyoming, the City of Powell, Wyoming and the**  
**City of Cody, Wyoming**

**1. Parties.**

This Memorandum of Understanding (MOU) is made and entered into between the Park County Weed and Pest Control District, the County of Park, Wyoming, the City of Powell, Wyoming, and the City of Cody, Wyoming, hereinafter referred to as the "Parties".

**2. Purpose.**

The purpose of this MOU is to establish a general framework of cooperation between the Parties for the collection of household hazardous wastes within Park County, and for the disposal of said wastes.

**3. Plan.**

The Parties have designated September 9<sup>th</sup> and September 10<sup>st</sup>, 2011, as the dates the Public will be allowed and encouraged to bring household hazardous wastes and pesticides for disposal to collection sites in Powell and Cody. The Parties have designated the collection site in Powell as the Fairgrounds, to be open on Friday, September 9<sup>th</sup>, 2011, from 11:00 a.m. to 6:00 p.m. The Parties have designated the collection site in Cody as the City of Cody Recycling Center, to be open on Saturday, September 10<sup>st</sup>, 2011, from 9:00 a.m. to 3:00 p.m. After wastes are collected, a contractor, Clean Harbors Environmental Services, Inc., will dispose of the wastes. The Park County Weed and Pest, the County of Park, the City of Powell, and the City of Cody will share the costs of disposal of all household hazardous wastes and pesticides for disposal as specified in this MOU.

**4. Park County Weed and Pest Control District will:**

- a. Contract directly with Clean Harbors Environmental Services, Inc., for the disposal of all waste products collected.
- b. Pay for twenty-five percent (25%) of all media advertising related to collection of household hazardous wastes and pesticides for disposal on the designated dates.

- c. Provide personnel at collection sites on September 9, 2011, in Powell, and on September 10, 2011, in Cody.
- d. Pay for the disposal of all pesticides collected pursuant to their contract with Clean Harbors Environmental Services, Inc.

**5. The County of Park, the City of Powell, and the City of Cody will:**

- a. Share equally the costs of seventy-five percent (75%) of all media advertising related to collection of household hazardous wastes on the designated dates.
- b. Share equally the costs of disposal of all household hazardous wastes collected at the two collection sites other than pesticides.
- c. Provide personnel at collection sites on September 9, 2011, in Powell, and on September 10, 2011, in Cody.

**6. Entirety of Agreement.**

This MOU, consisting of three (3) pages represents the entire agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

**7. Sovereign Immunity.**

Each party to this MOU shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.

**8. Third Party Beneficiary Rights.**

The Parties do not intend to create in any other individual or entity the status of third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the Parties to this MOU, and shall ensure solely to the benefit of the Parties to this MOU. The provisions of this MOU are intended only to assist the Parties in determining and performing their obligations under this MOU. The Parties to this MOU intend and expressly agree that only Parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a Party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

**8. Signatures.**

In witness whereof, the Parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this page.

**FOR THE COUNTY OF PARK:**

\_\_\_\_\_  
Authorized Representative  
Park County Commissioners

\_\_\_\_\_  
Date

**FOR THE CITY OF POWELL:**

\_\_\_\_\_  
Authorized Representative  
City of Powell

\_\_\_\_\_  
Date

**FOR THE CITY OF CODY**

\_\_\_\_\_  
Authorized Representative  
City of Cody

\_\_\_\_\_  
Date

**FOR THE PARK COUNTY WEED AND PEST CONTROL DISTRICT:**

\_\_\_\_\_  
Robert R. Parsons  
Supervisor

\_\_\_\_\_  
Date

## WHAT IS A HOUSEHOLD HAZARDOUS WASTE?

Almost every home contains hazardous products, or products that can harm human health or the environment if improperly handled. They are products used in cleaning, home improvements, automobile maintenance, lawn and garden care, hobbies, and a variety of other tasks.

Each year, thousands of people are injured by exposure or accident involving hazardous household products. Because of the dangers they pose, these products require special awareness, handling, and disposal. In order to protect health and environment, every consumer should know how to properly use, store, and dispose of hazardous household products.

### Contacts:

**Park County Landfills**     *Tim Waddell*  
(307) 527-1818 or 754-1818

**City of Powell**     *Darrell Rood*  
(307) 754-3552

**City of Cody**     *Keith Viles*  
(307) 587-2958

**Park County Weed & Pest** *Bob Parsons*  
(307) 527-8884 or 754-4521

Commercial Volumes of Pesticides or Hazardous Wastes Require Prior Approval. Contact the Appropriate Agency if You have Any Questions.

## DANGERS OF IMPROPER DISPOSAL

- When used, stored and disposed of according to label directions, most household products like cleaners, beauty products, medicines, auto fluids, paint and lawn care products pose little hazard to people or to the environment. However, these products may become dangerous and hazardous when used, stored or disposed of carelessly.
- When thrown in with the regular trash, household hazardous waste can injure sanitation workers. In addition, the hazardous waste may end up in landfills not intended or permitted for those type of wastes which could in turn impact groundwater.
- When poured on the ground, household hazardous waste may seep into and contaminate our groundwater and/or streams and rivers.
- When flushed down a toilet, sink or drain, household hazardous waste goes through the sewage system to treatment plants not equipped to handle hazardous waste.
- When hazardous waste is thrown on the street, it goes down storm drains leading into our area waterways, impacting streams, rivers, and lakes.
- Improper use, storage and disposal of household hazardous products can potentially harm our families, children, and pets, pollute our neighborhoods and contaminate our ground, water and air.



## Pesticide and Household Hazardous Waste Collection Days

**Powell**  
Friday, September 9  
11:00 a.m. till 6:00 p.m.  
Park County Fairgrounds

**Cody**  
Saturday, September 10  
9:00 a.m. till 3:00 p.m.  
Recycling Center

WORKING TOGETHER TO  
PROTECT THE ENVIRONMENT

# FREE Pesticide and Household Hazardous Waste Collection Days

## DO YOU HAVE OLD PESTICIDES OR UNWANTED HAZARDOUS WASTES ON YOUR FARM OR IN YOUR HOME?

*This is an opportunity for Park County residents to legally dispose of unwanted pesticides and household hazardous wastes in an environmentally sound method. This “No Questions Asked” disposal program is being offered FREE OF CHARGE jointly between Park County Weed and Pest Control District, Park County Landfills, and the cities of Cody and Powell.*

*A “Drop and Swap” table will be available during the collection day. Legal pesticides with full, legible labels, and household products (including paint) will be available for individuals to browse through for their own use prior to packaging for disposal.*

### WHAT WILL BE ACCEPTED?

- Household cleaners
- Paint
- Turpentine
- Wood Preservatives
- Varnish
- Paint Removers
- Pool Chemicals
- Herbicides
- Mercury
- Roofing Tar
- Bleach
- Lacquer
- Corrosive Materials
- Furniture Polish
- Silver Polish
- Ammonia Products
- Laundry Products
- Car Batteries
- Used Motor Oil
- Anti-freeze
- Transmission Fluid
- Disinfectants
- Rust Removers
- Propane Tanks
- Brake Fluid
- Degreasers
- Cleaning Solvents
- Toilet and Drain Cleaners
- Poison Baits
- Carpet & Cleaners
- Upholstery Cleaners
- Alkaline Batteries
- Photographic Chemicals
- Insecticides
- Spot Removers
- Mothballs
- Florescent Bulbs
- Friable Asbestos (Double Bagged)
- Oven Cleaners
- Weed Killers



### WHAT NOT TO BRING

- Household Garbage
- Radioactive Material
- Explosives
- Medical Waste
- Ammunition
- Smoke Detectors



### WHAT TO DO WITH EMPTY PESTICIDE CONTAINERS

Pesticide containers that have been triple-rinsed or pressure-rinsed and punctured can be legally disposed of in any of the Park County Landfills.

However, remember that empty pesticide containers are not really “empty.” They still have small amounts of pesticide—even after they have been rinsed out. Never toss them into streams, ponds, fields, or vacant buildings. Be sure to keep track of every pesticide container used on the job. Never allow children to play with them, or allow other persons to use them for anything else.



### HOW TO TRANSPORT

- Tighten caps and lids
- Leave materials in original containers
- Pad boxes with newspaper or plastic to minimize spills
- NEVER MIX CHEMICALS
- DO NOT store the products in the passenger compartment
- Drive directly to the Center
- DON'T SMOKE AROUND CHEMICALS

MEETING DATE: AUGUST 16<sup>TH</sup>, 2011  
DEPARTMENT: PARKS, RECREATION, & PUBLIC  
FACILITIES  
PREPARED BY: RICK MANCHESTER  
DEPT. DIR. APPROVAL: RMM  
CITY ADM. APPROVAL: \_\_\_\_\_  
PRESENTED BY: RICK MANCHESTER

## Veterans Memorial Park Improvement

For Your Information       Action Necessary       Response Requested

### OPPORTUNITY

The Veterans Memorial Park Volunteer group is providing \$15,000 toward the installation of a vault/pit/privy toilet in Veteran's Memorial Park. The City has budgeted \$20,000 for the completion of the toilet.

### BACKGROUND

1. City Code does not allow for vault toilets without approval of City Council and DEQ.  
8-3-11: PRIVIES, CESSPOOLS, ETC., DECLARED NUISANCES; REMOVAL WHERE CITY SEWER AVAILABLE:  
In the interests of sanitation and the protection of public health, any and all privy vaults and cesspools within the city or its police jurisdiction are hereby declared to constitute a nuisance and a menace to health, and the same shall be removed whenever a connection to a city sewer is available. (1960 Compilation § 7-301)
2. Elevation changes from the toilet to the nearest sanitary line will not allow for the required ¼ inch drop per foot of run.
3. The nearest sanitary sewer line is 600 feet away to the north. DEQ allows installation of vault toilets if the nearest sanitary services are beyond 200 feet.
4. Connecting to the city's sanitary system would require easement(s) that will drive up project costs.
5. The adjacent motel often gets requests from park visitors to use their bathroom facilities.

### SUMMARY

The Veterans group would like the City to install and maintain a vault toilet at Veterans Memorial Park.

### FISCAL IMPACT

The City's portion of this project is budgeted for \$20,000 paid for with SLIB funding. There is an additional \$15,000 coming from the Veterans Memorial Park committee.

### ALTERNATIVES

1. Approve a vault toilet at Veterans Memorial Park. Direct staff to begin DEQ permits process and seek competitive quotes for the purchase and installation of a double toilet with chase. Once grant funding is secured and the City's purchasing process is met, move forward with the installation of the facility.
2. Deny the request and require a flush toilet
3. Do not install restroom facilities at Veterans Memorial Park

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

**RECOMMENDATION**

Alternative #1

**ATTACHMENTS**

1. Building schematics
2. Site Plans from Sage Engineering

**AGENDA & SUMMARY REPORT TO:**

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



ITEM	DESCRIPTION	QTY	UNIT
1	RISER	2	ONE WAY OVAL 8x1 1/4
2	GRAB BAR	2	ANCHOR LEAD 6-8x1
3	TP DISPENSER	1	
4-5	TOILET PAPER ROLL	1	
6	COAT HOOK	2	
7	DOOR STOP	2	
8	BLIND RIVET 1/8x1/4	4	
9	CXT I.D. TAG	2	
10	ANCHOR NAIL 1/4x3/4	12	
11	ANCHOR NAIL 1/4x3/4	8	
12	ANCHOR NAIL 3/16x7/8	18	
13	PREDRILL 1/4"	18	
14	PREDRILL 1/4"	18	
15	PREDRILL 1/4"	18	
16	PREDRILL 1/4"	18	
17	PREDRILL 1/4"	18	
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APPROXIMATE WEIGHT

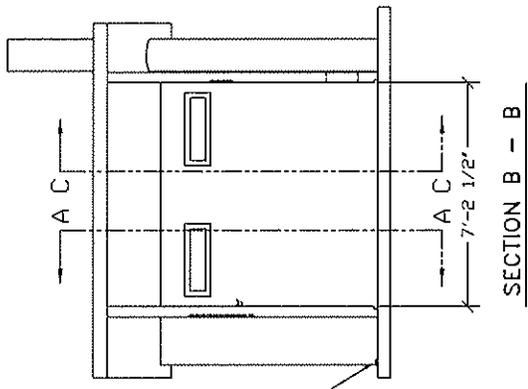


**CXT**  
Precast Products  
PROJECT TITLE  
110GA with CHASE  
CXT STANDARD BUILDING

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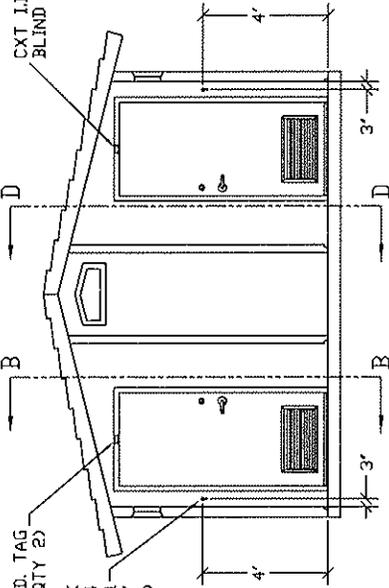
NO.	DESCRIPTION	APPROVAL	DATE
1	SCALE 1/4"=1'-0"		03-28-05
2	DRAWN		FILE NO. PO-TWC03
3	CHECKED		PLOT 48

INTERIOR ELEVATIONS  
DWG. NO. TWC-03  
SHEET



SECTION B - B

CXT I.D. TAG  
BLIND RIVET 1/8x1/4 (QTY 2)

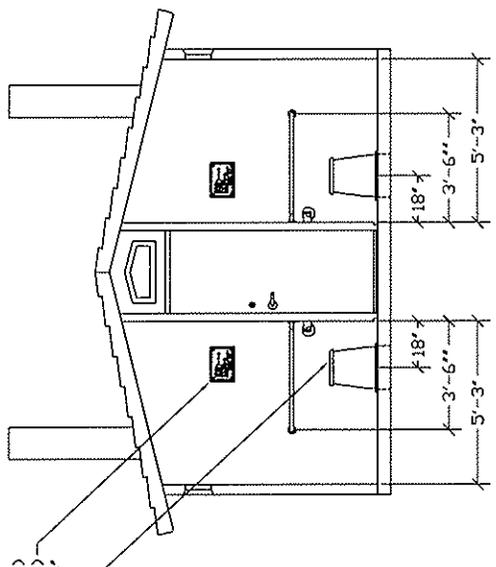


SECTION A - A

CXT I.D. TAG  
BLIND RIVET 1/8x1/4 (QTY 2)  
COAT HOOK  
ONE WAY OVAL 8x1 1/4 ANCHOR LEAD 6-8x1 PREDRILL 1/4" (TYP DF 2)

GRAB BAR  
ANCHOR NAIL 3/16x7/8 (QTY 9)  
PREDRILL HOLE 3/16" DIA

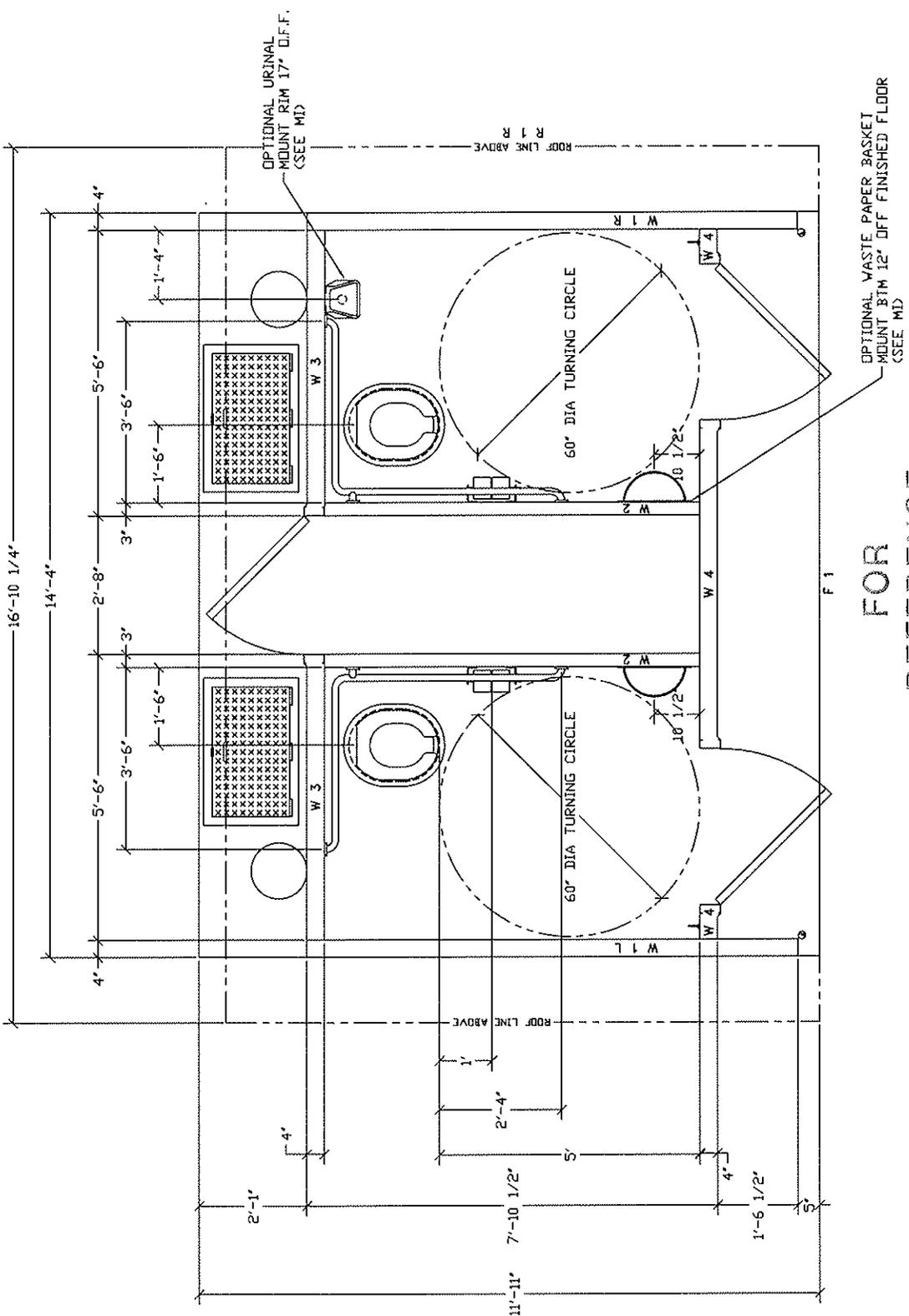
TP DISPENSER  
(SEE MI FOR SPECIFICATION)  
ANCHOR NAIL 1/4x1 (QTY 6)  
PREDRILL 1/4"



SECTION C - C

SIGN (S1-1)  
ANCHOR NAIL 1/4x3/4 (QTY 4)  
PREDRILL 1/4"

SECTION D - D



FOR  
REFERENCE  
ONLY



**Precast Products**  
 PRODUCT TITLE  
**T100CA with CHASE**  
**CXT STANDARD BUILDING**

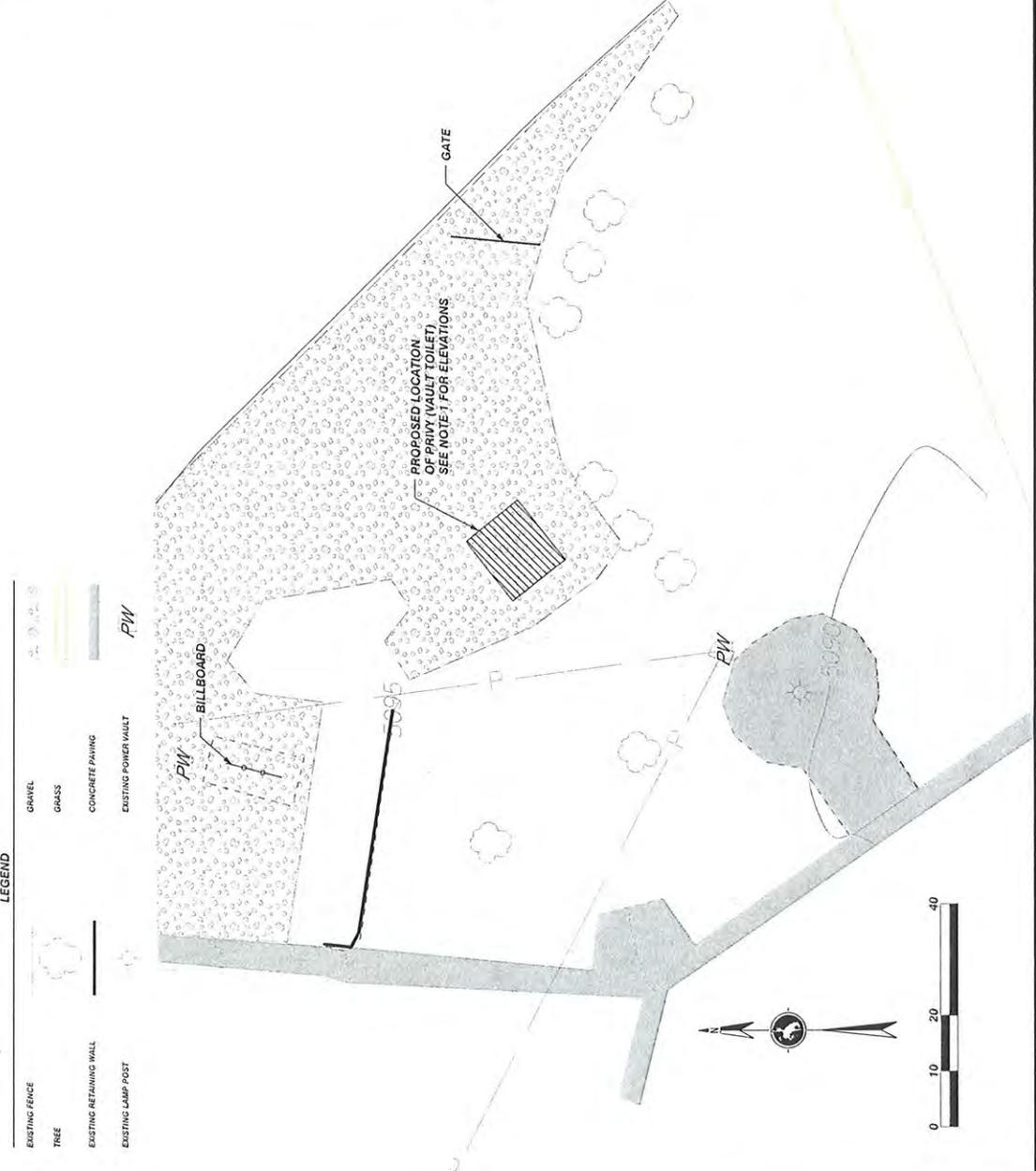
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 CXT Incorporated

REV.	DESCRIPTION	DATE	APPROVAL
SCALE	1/2" = 1'-0"	DATE	03-28-05
DRAWN		FILE NO.	PD-TWC04
CHECKED		PLOT	24

**FLOOR PLAN**

DWG NO.	TWC-04
SHEET	
REV.	

# ATTACHMENT #7



- NOTES:
- 1) EXISTING GRADE = 5093.82  
 PROPOSED FLOOR ELEVATION = 5094.02  
 TANK BOTTOM ELEVATION = 5089.69  
 ELEVATION OF GROUNDWATER < 5079  
 DEPTH TO GROUND WATER > 15 FT
  - 2) A TEST HOLE WAS EXCAVATED TO A DEPTH OF 15 FT BELOW EXISTING GRADE AT THE PROPOSED PRIVY LOCATION ON 7-14-11. NO GROUND WATER WAS ENCOUNTERED AND SOIL WAS DRY TO THIS DEPTH.
- 1a) Roof 12' 3/4" Above Grade

**ENGINEER**  
**Sage**  
 CIVIL ENGINEERING  
 2824 BIG HORN AVENUE  
 CHEYENNE, WY 82001  
 PHONE: (307) 632-1400 FAX: (307) 632-0916  
 sage@saagecivilengineering.com

**SITE PLAN**  
 VETERANS MEMORIAL PRIVY  
 DEVELOPER: CITY OF CODY  
 Portion of LOT 61  
 Resurvey T.52N., R.101W., 6th P.M.  
 City of Cody, Park County, Wyoming

JULY 24, 2011

1 OF 1

**RESOLUTION 2011-10**

**A RESOLUTION AUTHORIZING SUBMISSION OF A FUNDING APPLICATION TO THE WYOMING WATER DEVELOPMENT COMMISSION ON BEHALF OF THE CITY OF CODY FOR THE PURPOSE OF CONSTRUCTING A WATER TRANSMISSION MAIN ALONG THE SOUTH SIDE OF THE CODY WEST STRIP ALSO REFERRED TO AS YELLOWSTONE AVE. AND HIGHWAY 14/16/20.**

WHEREAS, the City Council for the City of Cody recognizes the need to upgrade and improve the treated water system in the area referred to as the Cody West Strip, Yellowstone Ave. or Highway 14/16/20 by constructing a Water Transition Main; and

WHEREAS, the City of Cody will fund this project with funds from the Water Fund Enterprise Account 33% and from Grant funds from the Wyoming Business Council Funding 67% obtained through an application to the Wyoming Water Development Commission; and

WHEREAS, the Wyoming Water Development Commission has outlined specific requirements be met for submission of a funding application, and to the best of our knowledge those requirements have been met; and

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Cody, Wyoming, that a funding application be submitted to the Wyoming Water Development Commission for the purpose of upgrading the Treated Water System in the City of Cody by constructing a Water Transmission Main along the South side of the Cody West Strip also referred to as Yellowstone Ave. and Highway 14/16/20. Furthermore, be it resolved that Mayor Nancy Tia Brown, City of Cody is hereby designated as the authorized representative to act on behalf of the City's governing body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 16th day of August, 2011.

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Nancy Tia Brown, Mayor, City of Cody

ATTEST:

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Cindy Baker, Administrative Services Officer