

# City of Cody City Council

## AGENDA

Tuesday, February 1, 2022 – 7:00 p.m. (Pre-Meeting to begin at 6:45 p.m.)  
Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

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Meeting Called to Order  
Pledge of Allegiance  
Moment of Silence  
Roll Call  
Mayor's Recognitions and Announcements

### 1. Consent Calendar

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

- a. Approval of Minutes: Regular Minutes from January 18, 2022.
- b. Approve Vouchers and payroll in the amount of \$431,560.16.
- c. Authorize Barry Cook, City Administrator to sign the retainage release document for the Beacon Hill Water Tank project with a release date of February 2, 2022.
- d. Approve the Amendment and Restatement to the Joint Powers Agreement for the Lodging Tax Joint Powers Board for Park County WY.
- e. Approve a request from Samuel Hanna, on behalf of the Buffalo Bill Center of the West, to close Coe Circle in front of the Statute on Friday, February 25, 2022 for the Annual FFA wreath laying ceremony and allow traffic to be directed north through West Park Hospital's small parking lot

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

### 3. Public Hearing

### 4. Conduct of Business

- a. Resolution 2022-04 SLIB MRG Grant  
A Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board on Behalf of the Governing Body.  
Staff Reference: Chief Baker and/or Leslie Brumage, Finance Officer

- b. Ordinance 2022-01 – First Reading  
An Ordinance Amending Title 9, Chapter 2, Section 1 of the City of  
Cody Code.

Staff Reference: Todd Stowell, City Planner

5. Tabled Items

- a. Consider approving the Final Plat of the Musser-Beacon Hill Commercial  
Subdivision.

6. Matters from Staff Members

7. Matters from Council Members

8. Adjournment

**Upcoming Meetings:**

**February 11, 2022 – Tuesday – Council Leadership Summit 9:00 p.m. -Tentative**

**February 15, 2022 – Tuesday – Regular Council Meeting 7:00 p.m.**

**February 22, 2022 – Tuesday — Council Work Session 5:30 p.m.**

**March 1, 2022 – Tuesday - Regular Council Meeting 7:00 p.m.**

**City of Cody**  
**Council Proceedings**  
**Tuesday, January 18, 2022**

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, **January 18, 2022** at 7:00 p.m.

Present: Mayor Matt Hall, Council Members Andrew Quick, Emily Swett, Heidi Rasmussen, Diane Ballard, Justin Baily and Jerry Fritz City Administrator Barry Cook, City Attorney Scott Kolpitcke, and Administrative Services Officer, Cindy Baker

Absent: None

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

Council Member Ballard made a motion seconded by Council Member Baily to approve the Consent Calendar including Regular Minutes from January 4, 2022 and Special Work Session Minutes from January 11, 2022; approve Vouchers and payroll in the amount of \$1,388,930.1; and approve an increase for Topsy Taxi rides to \$10.00/per ride for licensed taxi holders effective (retroactively) January 1, 2022. Vote was unanimous.

Council Member Fritz made a motion seconded by Council Member Baily to approve the request from the Cody Racquetball Club to allow alcohol at the Recreation Center after hours during the Cody Racquetball Classic Tournament to be held February 4<sup>th</sup> – February 6<sup>th</sup>. Mayor Hall recused himself from the vote. Vote was unanimous from remaining Council Members.

Council Member Fritz made a motion seconded by Council Member Quick to approve the request from the Cody High School Swim Team to approve sponsoring the 2022 Cody High School Swim Fundraiser for the amount not to exceed \$150.00. Council Member Swett recused herself from the vote. Vote was unanimous from the remaining Council Members.

Council Member Rasmussen made a motion seconded by Council Member Swett to approve Resolution 2022-01, a Resolution amending the City of Cody Final Budget for Fiscal Year 2021-2022. Vote was unanimous.

Council Member Rasmussen made a motion seconded by Council Member Fritz to remove the Tabled Item. Council Member Quick made a motion and seconded by Council Member Baily to retable the item to Consider approving the Final Plat of the Musser-Beacon Hill Commercial Subdivision. Vote was unanimous.

Mayor Hall adjourned the meeting at 7:13 p.m.

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Mayor, Matt Hall

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Cindy Baker, Administrative Services Officer

## Report Criteria:

Invoice.Detail.Input date = 01/25/2022

Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>A+ ELECTRIC MOTOR INC (132386)</b>				
	10569	REBUILD PUMP	12/30/2021	12,284.00
	10570	REBUILD PUMP	12/30/2021	9,357.00
Total :				21,641.00
Total A+ ELECTRIC MOTOR INC (132386):				21,641.00
<b>ANIXTER INC (130622)</b>				
	4904746-02	3PH;600AMP SEC CABINET	01/13/2022	820.03
	4904746-02	3PH;600AMP SEC CABINET	01/13/2022	820.03
	4904746-02	3PH;600AMP SEC CABINET	01/13/2022	3,280.12
Total :				4,920.18
Total ANIXTER INC (130622):				4,920.18
<b>ASCAP (127781)</b>				
	011622	MUSIC LICENCE FEE FOR REC CENTER	01/16/2022	390.00
Total :				390.00
Total ASCAP (127781):				390.00
<b>BORDER STATES INDUSTRIES, INC (1420)</b>				
	923508720	1/0 COPPER ELBOWS	01/10/2022	218.94
Total :				218.94
Total BORDER STATES INDUSTRIES, INC (1420):				218.94
<b>C &amp; C WELDING, INC (1690)</b>				
	26266	SNOW REMOVAL EQUIPMENT	12/10/2021	480.00
	26285	SNOW REMOVAL EQUIPMENT	12/21/2021	369.43
	26296	TRASH RECEPTACLE MOUNT	12/29/2021	25.40
Total :				874.83
Total C & C WELDING, INC (1690):				874.83
<b>CENTURY LINK (10091)</b>				
	01922	UTILITIES - CENTURY LINK	01/19/2022	43.86
Total :				43.86
Total CENTURY LINK (10091):				43.86
<b>CITY OF CODY (2260)</b>				
	010722	RESTITUTION FROM MADISON CHRISTLER MC-2111-016	01/07/2022	1,025.00
Total :				1,025.00
Total CITY OF CODY (2260):				1,025.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>CONDREY &amp; ASSOCIATES INC (131423)</b>				
	011922	COMPENSATION STUDY	01/19/2022	13,750.00
Total :				13,750.00
Total CONDREY & ASSOCIATES INC (131423):				13,750.00
<b>COPENHAVER KATH KITCHEN KOLPITCKE LLC (3140)</b>				
	43011	Legal Services	01/03/2022	3,384.88
	43011	Legal Services	01/03/2022	345.40
	43011	Legal Services	01/03/2022	759.87
	43011	Legal Services	01/03/2022	759.87
	43011	Legal Services	01/03/2022	828.95
	43011	Legal Services	01/03/2022	828.95
Total :				6,907.92
Total COPENHAVER KATH KITCHEN KOLPITCKE LLC (3140):				6,907.92
<b>DEARBORN LIFE INSURANCE COMPANY (131563)</b>				
	02012022	INSURANCE FEB 2022	01/11/2022	364.00
Total :				364.00
Total DEARBORN LIFE INSURANCE COMPANY (131563):				364.00
<b>DEGLAU, MICHAEL (132889)</b>				
	011222	WITNESS FEES MC-2107-076 LAURA MIEARS	01/12/2022	15.00
	011222	WITNESS FEES MC-2107-077 SAGE MIEARS	01/12/2022	15.00
	011222	MILEAGE FEE	01/12/2022	43.65
Total :				73.65
Total DEGLAU, MICHAEL (132889):				73.65
<b>ENERGY LABORATORIES, INC (4120)</b>				
DEPARTMENT 6250	448302	COLIFORM TESTING	01/16/2022	160.00
Total :				160.00
Total ENERGY LABORATORIES, INC (4120):				160.00
<b>ENNIST III, ROBERT F (131798)</b>				
BIG HORN FOOD SERVICES	47255	COFFEE	12/10/2021	109.02
Total :				109.02
Total ENNIST III, ROBERT F (131798):				109.02
<b>FARAGO, PAULA (132888)</b>				
	35030356	REC CENTER REFUND	01/16/2022	95.00
Total :				95.00
Total FARAGO, PAULA (132888):				95.00
<b>FRANDSEN, KATIE (132221)</b>				
	34976795	REC CENTER REFUND	01/13/2022	60.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				60.00
Total FRANDSEN, KATIE (132221):				60.00
<b>FREDERICK, LAUREL (131382)</b>				
	010722	RESTITUTION FROM DEBRA HODSON MC-1706-037	01/07/2022	25.00
Total :				25.00
Total FREDERICK, LAUREL (131382):				25.00
<b>HARRIS, VIRGINIA (132884)</b>				
	12.0080.10	REFUND CREDIT BALANCE	01/11/2022	280.17
Total :				280.17
Total HARRIS, VIRGINIA (132884):				280.17
<b>HEYDENBERK, TRAPP (129033)</b>				
	010622	LUNCH WITH BELGRADE SERGEANT	01/06/2022	36.00
Total :				36.00
Total HEYDENBERK, TRAPP (129033):				36.00
<b>HUME, ADAM (132825)</b>				
	12302021	MILEAGE REIMBURSEMENT	01/10/2022	4.14
Total :				4.14
Total HUME, ADAM (132825):				4.14
<b>ITRON, INC (128401)</b>				
	611695	ITRON MAINTENANCE AGREEMENT	01/12/2022	1,650.96
	611695	ITRON MAINTENANCE AGREEMENT	01/12/2022	1,650.95
Total :				3,301.91
Total ITRON, INC (128401):				3,301.91
<b>KITCHEN, SCOTT (129803)</b>				
	129803	MILEAGE REIMBURSEMENT	01/14/2022	22.79
Total :				22.79
Total KITCHEN, SCOTT (129803):				22.79
<b>KOIS BROTHERS EQUIPMENT (5830)</b>				
	55770	NEW PLOW/SANDER	01/18/2022	17,507.31
Total :				17,507.31
Total KOIS BROTHERS EQUIPMENT (5830):				17,507.31
<b>LIPPS, SHEILA F (132858)</b>				
APPLIED GRAPHICS LLC	253	SPONSOR SIGN FOR MINI GOLF	08/25/2021	70.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				70.00
Total LIPPS, SHEILA F (132858):				70.00
<b>MOUNTAIN CONSTRUCTION COMPANY (129995)</b>				
	53.1008.11	REFUND CREDIT BALANCE	01/14/2022	801.96
Total :				801.96
Total MOUNTAIN CONSTRUCTION COMPANY (129995):				801.96
<b>NORTHWEST PIPE (7400)</b>				
	7657917	HYDRANT REPAIR KIT	01/10/2022	413.85
	7661318	REPAIR CLAMP	01/11/2022	256.51
Total :				670.36
Total NORTHWEST PIPE (7400):				670.36
<b>PAVEMENT MAINTENANCE INC (7825)</b>				
	21-277	SNOW REMOVAL	12/07/2021	1,200.00
Total :				1,200.00
Total PAVEMENT MAINTENANCE INC (7825):				1,200.00
<b>PURCELL TIRE AND SERVICE CENTER (132837)</b>				
DBA: PURCELL TIRE AND SERVICE C	31205968	TIRES	11/23/2021	1,841.98
Total :				1,841.98
Total PURCELL TIRE AND SERVICE CENTER (132837):				1,841.98
<b>RCA HOLDINGS LLC (132887)</b>				
	1701	REFUND DUPLICATE PAYMENT FOR COTRACTOR LICENSE RENEWAL	01/17/2022	150.00
Total :				150.00
Total RCA HOLDINGS LLC (132887):				150.00
<b>ROCKY MOUNTAIN POWER (7570)</b>				
	012022	UTILITIES - ROCKY MOUNTAIN POWER	01/20/2022	29.37
	012022	UTILITIES - ROCKY MOUNTAIN POWER	01/20/2022	297.26
Total :				326.63
Total ROCKY MOUNTAIN POWER (7570):				326.63
<b>SESAC RIGHTS MANAGEMENT INC (129103)</b>				
SESAC LLC	750016	MUSIC LICENSE	01/18/2022	513.00
Total :				513.00
Total SESAC RIGHTS MANAGEMENT INC (129103):				513.00
<b>SKARSHAUG TESTING LAB (9320)</b>				
	256770	CL 2 RUBBER GLOVES/GLOVE TESTER	01/04/2022	812.48

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				812.48
Total SKARSHAUG TESTING LAB (9320):				812.48
<b>SPACESAVER INTERMOUNTAIN LLC (132886)</b>				
	105325	STORAGE LOCKERS FOR LONG TERM EVIDENCE ROOM	12/16/2021	10,454.00
Total :				10,454.00
Total SPACESAVER INTERMOUNTAIN LLC (132886):				10,454.00
<b>SYSTEMS GRAPHICS INC (129162)</b>				
ADVANCED INFO SYSTEMS	15708	OUTSOURCE BILLS	01/07/2022	8.38
ADVANCED INFO SYSTEMS	15708	OUTSOURCE BILLS	01/07/2022	51.79
ADVANCED INFO SYSTEMS	15708	OUTSOURCE BILLS	01/07/2022	47.42
ADVANCED INFO SYSTEMS	15708	OUTSOURCE BILLS	01/07/2022	47.10
ADVANCED INFO SYSTEMS	15708	OUTSOURCE BILLS	01/07/2022	58.51
ADVANCED INFO SYSTEMS	15720	OUTSOURCE BILLS	01/18/2022	15.34
ADVANCED INFO SYSTEMS	15720	OUTSOURCE BILLS	01/18/2022	94.84
ADVANCED INFO SYSTEMS	15720	OUTSOURCE BILLS	01/18/2022	86.83
ADVANCED INFO SYSTEMS	15720	OUTSOURCE BILLS	01/18/2022	86.25
ADVANCED INFO SYSTEMS	15720	OUTSOURCE BILLS	01/18/2022	107.18
Total :				603.64
Total SYSTEMS GRAPHICS INC (129162):				603.64
<b>THOMSON REUTERS - WEST (128108)</b>				
	845637867	CLEAR INVESTIGATIONS	01/01/2022	163.77
Total :				163.77
Total THOMSON REUTERS - WEST (128108):				163.77
<b>WATCHGUARD INC (131557)</b>				
	RMAINV0002280	BODY CAMERA	07/13/2021	2,069.60
Total :				2,069.60
Total WATCHGUARD INC (131557):				2,069.60
<b>WELLS FARGO COMMERICAL CARD (132565)</b>				
	012322	WRPA Membership	01/23/2022	50.00
	012322	Pool chemicals	01/23/2022	174.21
	012322	pool chemicals	01/23/2022	174.22
	012322	swim goggles returned	01/23/2022	119.70
	012322	baby anne airways	01/23/2022	58.64
	012322	training kits and keychains with cpr masks	01/23/2022	212.87
	012322	goggles	01/23/2022	25.51
Total Aquatics:				815.15
	012322	snacks for ASAP	01/23/2022	24.36
	012322	lunch for Leisure Sports Tournament	01/23/2022	249.28
	012322	prizes for Leisure Sports	01/23/2022	440.00
	012322	cornhole boards for cornhole tournament	01/23/2022	325.21

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total Athletics:				1,038.85
	012322	light cover	01/23/2022	14.99
	012322	light bulbs in Club Room	01/23/2022	149.47
	012322	oil and can for snow removal	01/23/2022	23.57
	012322	drain screens	01/23/2022	16.99
	012322	snow shovel	01/23/2022	75.99
	012322	ANT/ROACH SPRAY	01/23/2022	6.99
	012322	draino	01/23/2022	6.59
	012322	shop filters	01/23/2022	39.92
Total City Facilities:				334.51
	012322	Corr steel sheets	01/23/2022	149.71
	012322	acetylene bottle rent charges	01/23/2022	146.32
	012322	concrete form material	01/23/2022	490.00
	012322	ice cleats	01/23/2022	85.98
	012322	rakes	01/23/2022	83.97
	012322	battery tender cables	01/23/2022	230.96
	012322	fuel additive	01/23/2022	209.93
	012322	chain saw bar	01/23/2022	40.98
	012322	work boots	01/23/2022	104.99
	012322	volt meter	01/23/2022	268.99
	012322	fuel additive	01/23/2022	26.01
	012322	welding supplies	01/23/2022	66.70
	012322	rags	01/23/2022	29.17
	012322	chain saw chains	01/23/2022	67.40
	012322	COFFEE	01/23/2022	47.92
	012322	BATTERIES	01/23/2022	106.28
	012322	HAND SOAP, TOILET PAPER, CLEANER	01/23/2022	160.14
	012322	drill combo final no tax added	01/23/2022	309.98
	012322	drill combo returned due to tax charge	01/23/2022	322.38-
	012322	Torq wrench, sockets	01/23/2022	462.85
	012322	drill combo with tax	01/23/2022	322.38
Total Electric:				3,088.28
	012322	Van De Graaff Generator - School Education Tools	01/23/2022	329.95
	012322	Workbooks - School Education Materials	01/23/2022	428.81
	012322	office bulletin board	01/23/2022	25.73
	012322	keyboard - wireless	01/23/2022	34.99
	012322	Easy CIP	01/23/2022	5,250.00
	012322	refund on return purchased in December	01/23/2022	22.47-
	012322	Utilities - City of Cody	01/23/2022	2,382.36
	012322	Utilities - City of Cody	01/23/2022	1,964.97
	012322	Utilities - City of Cody	01/23/2022	382.10
	012322	Utilities - City of Cody	01/23/2022	416.05
	012322	Utilities - City of Cody	01/23/2022	608.07
	012322	Utilities - City of Cody	01/23/2022	1,959.09
	012322	Utilities - City of Cody	01/23/2022	1,475.22
	012322	Utilities - City of Cody	01/23/2022	.09
	012322	Utilities - City of Cody	01/23/2022	4,758.33
	012322	Utilities - City of Cody	01/23/2022	4,754.44
	012322	Utilities - City of Cody	01/23/2022	16.41
	012322	Utilities - City of Cody	01/23/2022	729.89
	012322	Utilities - City of Cody	01/23/2022	1,373.97
	012322	Utilities - City of Cody	01/23/2022	1,373.97

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	Utilities - City of Cody	01/23/2022	416.60
	012322	Utilities - City of Cody	01/23/2022	782.35
	012322	Utilities - City of Cody	01/23/2022	39.00
	012322	Utilities - City of Cody	01/23/2022	11.00
	012322	Utilities - City of Cody	01/23/2022	21.25
	012322	Utilities - City of Cody	01/23/2022	14.12
	012322	advertising Admin vacancy	01/23/2022	240.00
	012322	advertising PD vacancy	01/23/2022	213.75
	012322	board	01/23/2022	104.28
	012322	Utilities - TCT	01/23/2022	87.16
	012322	Utilities - TCT	01/23/2022	1,448.90
	012322	Utilities - TCT	01/23/2022	56.45
	012322	Utilities - TCT	01/23/2022	191.45
	012322	Utilities - TCT	01/23/2022	529.62
	012322	Utilities - TCT	01/23/2022	529.62
	012322	Utilities - TCT	01/23/2022	87.16
	012322	Utilities - TCT	01/23/2022	191.45
	012322	Utilities - TCT	01/23/2022	197.26
	012322	Utilities - TCT	01/23/2022	89.27
	012322	Utilities - TCT	01/23/2022	56.45
	012322	Utilities - TCT	01/23/2022	445.19
	012322	toners	01/23/2022	326.00
	012322	toners	01/23/2022	326.00
	012322	advertising	01/23/2022	250.00
	012322	Security Contract	01/23/2022	68.48
	012322	Security Contract	01/23/2022	34.24
	012322	Security Contract	01/23/2022	34.23
	012322	battery A03 A13, filters A03 A26 A102 A11, wipers A102 A105	01/23/2022	730.91
	012322	filter B32	01/23/2022	5.97
	012322	filters C06 C05	01/23/2022	53.69
	012322	switch B38	01/23/2022	10.99
	012322	filter B25	01/23/2022	5.50
	012322	Risk assessments	01/23/2022	204.90
	012322	support system subscription additional user	01/23/2022	159.64
	012322	Wireless keyboard	01/23/2022	62.39
	012322	Utilities - Verizon	01/23/2022	297.49
	012322	Utilities - Verizon	01/23/2022	165.52
	012322	Utilities - Verizon	01/23/2022	242.80
	012322	Utilities - Verizon	01/23/2022	41.38
	012322	Utilities - Verizon	01/23/2022	41.38
	012322	Utilities - Verizon	01/23/2022	96.30
	012322	Utilities - Verizon	01/23/2022	588.42
	012322	Utilities - Verizon	01/23/2022	233.98
	012322	Utilities - Verizon	01/23/2022	13.65
	012322	Utilities - Verizon	01/23/2022	14.07
	012322	Utilities - Verizon	01/23/2022	41.38
	012322	Utilities - Verizon	01/23/2022	122.77
	012322	Utilities - Verizon	01/23/2022	89.76
	012322	Utilities - Verizon	01/23/2022	106.51
	012322	Utilities - Verizon	01/23/2022	41.38
	012322	Utilities - Verizon	01/23/2022	96.30
	012322	Utilities - Verizon	01/23/2022	36.29
	012322	Utilities - Verizon	01/23/2022	32.28
	012322	Utilities - Verizon	01/23/2022	132.47
	012322	Utilities - Verizon	01/23/2022	13.11
	012322	Utilities - Verizon	01/23/2022	52.11
	012322	Utilities - Verizon	01/23/2022	112.77
	012322	Utilities - Verizon	01/23/2022	137.46

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	Utilities - Verizon	01/23/2022	13.66
	012322	Utilities - Verizon	01/23/2022	24.19
	012322	Utilities - Verizon	01/23/2022	40.01
	012322	Utilities - Verizon	01/23/2022	40.01
	012322	Utilities - Verizon	01/23/2022	40.01
	012322	wireless keyboard	01/23/2022	27.71
	012322	Stress Balls - School Education Materials	01/23/2022	241.00
	012322	PD IT vacancy	01/23/2022	224.26
	012322	Index file cards	01/23/2022	61.90
	012322	Toner cartridge	01/23/2022	163.59
	012322	phone noise cancelling microphone	01/23/2022	159.99
	012322	phones	01/23/2022	75.83
	012322	Detergent	01/23/2022	13.28
	012322	Salt and Coffee	01/23/2022	14.15
	012322	Coffee and Dish Soap	01/23/2022	29.60
	012322	Receipt Paper and Tape	01/23/2022	16.24
	012322	Surge Protectors	01/23/2022	11.20
	012322	wifi booster	01/23/2022	59.99
	012322	graphics board	01/23/2022	145.00
	012322	batteries	01/23/2022	8.14
	012322	admin service officer chair	01/23/2022	166.29
	012322	admin service officer chair	01/23/2022	166.29
	012322	admin service officer chair	01/23/2022	166.30
	012322	PD IT Advertising	01/23/2022	146.40
	012322	Admin vacancy ad	01/23/2022	194.40
	012322	watercrane ad	01/23/2022	613.79
	012322	Council Minutes etc	01/23/2022	1,685.75
	012322	liquor license ad	01/23/2022	141.25
	012322	Rec marketing ad	01/23/2022	814.00
	012322	computer bracket	01/23/2022	5.00
	012322	random drug test	01/23/2022	32.50
	012322	random drug test	01/23/2022	32.50
	012322	random drug test	01/23/2022	32.50
	012322	Toner cartridges	01/23/2022	449.78
	012322	lunch PD IT Interviews	01/23/2022	22.94
	012322	sanitation office chairs - two	01/23/2022	237.48
	012322	plaques for p n z outgoing board memebers	01/23/2022	132.10
	012322	office chairs sanitation - five	01/23/2022	593.70
	012322	10-key calculator	01/23/2022	74.80
	012322	switch	01/23/2022	15.99
	012322	Utilities - City of Cody	01/23/2022	386.94
	012322	Utilities - City of Cody	01/23/2022	.44
	012322	Utilities - City of Cody	01/23/2022	828.17
	012322	Utilities - City of Cody	01/23/2022	9,924.77
	012322	Utilities - City of Cody	01/23/2022	62.54
	012322	toner	01/23/2022	74.37
	012322	power strip	01/23/2022	31.48
	012322	replacement battery for UPS	01/23/2022	113.24
	012322	power strip and velcro	01/23/2022	40.58
	012322	Postage Machine Lease	01/23/2022	724.62
	012322	refund on return - November statement wifi extender	01/23/2022	39.99-
	012322	airline ticket uss cody	01/23/2022	639.20
	012322	refund on return November purchase WIFI extender	01/23/2022	69.99-
	012322	airline tickets uss cody	01/23/2022	89.00
	012322	airline ticket uss-cody	01/23/2022	89.00
Total General Government:				59,044.71

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	Playground repairs	01/23/2022	7.92
	012322	Restroom at River Trail	01/23/2022	41.55
	012322	Restroom at River Trail	01/23/2022	39.99-
	012322	Training - Introduction to Park Mngmt	01/23/2022	68.97
	012322	Cleaning supplies	01/23/2022	28.99
	012322	Rope and tarps	01/23/2022	124.56
	012322	rope, tarps, diesel supplement	01/23/2022	170.26
	012322	Wiper blades, anti freeze, Deicer	01/23/2022	61.15
	012322	De-Icer	01/23/2022	15.96
	012322	Shop supplies	01/23/2022	38.38
	012322	Field paint	01/23/2022	1,257.00
	012322	Nuts and bolts	01/23/2022	3.40
	012322	Shop supplies	01/23/2022	11.99
	012322	Heat Shrink, Nuts and Bolts	01/23/2022	24.30
	012322	Heat Shrink	01/23/2022	3.59
	012322	Snow brush	01/23/2022	376.10
	012322	Shop supplies	01/23/2022	12.36
	012322	Lift for lights/tree trimming	01/23/2022	255.17
	012322	Sanitizer stations	01/23/2022	31.77
	012322	Shop supplies	01/23/2022	16.58
	012322	paint supplies	01/23/2022	44.41
	012322	wiping clothes	01/23/2022	5.98
	012322	Shop supplies	01/23/2022	2.25-
	012322	Shop supplies	01/23/2022	76.06
	012322	Shop supplies	01/23/2022	2.24
	012322	Soccer nets	01/23/2022	63.89
	012322	Breakroom supplies	01/23/2022	25.24
	012322	Shop supplies	01/23/2022	27.99
	012322	Gloves	01/23/2022	8.49
Total Parks:				2,762.06
	012322	C10 car wash	01/23/2022	9.00
	012322	C07 Car wash	01/23/2022	9.00
	012322	C17 car wash	01/23/2022	9.00
	012322	Evidence to Lab, Case 21-1055	01/23/2022	20.68
	012322	Evidence to Lab, Cases 21-766 21-1049 21-1045	01/23/2022	7.66
	012322	Annual Dues C01	01/23/2022	220.00
	012322	Police Records Mgmt Training C30	01/23/2022	269.98
	012322	Records Redacting Training C30	01/23/2022	149.00
	012322	Kleenex	01/23/2022	53.74
	012322	Duty ball caps	01/23/2022	225.28
	012322	Duty boots C01	01/23/2022	129.45
	012322	C24 car wash	01/23/2022	4.00
	012322	C09 car wash	01/23/2022	9.00
	012322	Duty ball caps	01/23/2022	170.52
	012322	C12 car wash	01/23/2022	9.00
	012322	C20 car wash	01/23/2022	9.00
	012322	C17 car wash	01/23/2022	9.00
	012322	Duty fleece hats	01/23/2022	395.82
	012322	Wall calendars C31	01/23/2022	39.98
	012322	C04 car wash	01/23/2022	9.00
	012322	Uniform embroidery C14 C19	01/23/2022	48.00
	012322	Uniform laundering	01/23/2022	14.55
	012322	C23 car wash	01/23/2022	9.00
	012322	C03 car wash	01/23/2022	9.00
	012322	C20 car wash	01/23/2022	9.00
	012322	Annual subscription	01/23/2022	40.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	UA to Lab	01/23/2022	7.66
	012322	C17 car wash	01/23/2022	9.00
	012322	C01 car wash	01/23/2022	13.00
	012322	C13 car wash	01/23/2022	11.00
	012322	C10 car wash	01/23/2022	9.00
	012322	C16 car wash	01/23/2022	9.00
	012322	fuel card lost, printer wouldnt print receipt, unit A11, mileage 13,625	01/23/2022	43.43
	012322	Annual Dues	01/23/2022	105.00
	012322	C19 car wash	01/23/2022	9.00
	012322	Annual Dues	01/23/2022	190.00
	012322	C20 car wash	01/23/2022	9.00
	012322	C11 car wash	01/23/2022	3.00
	012322	Fuel to take radars and mobiles to SLC for new patrol units	01/23/2022	46.57
	012322	Cody bucks for alcohol compliance inspections	01/23/2022	240.00
	012322	Fuel to take radars and mobiles to SLC for new patrol units	01/23/2022	34.03
	012322	Utensils, coffee	01/23/2022	44.76
	012322	Paper towels	01/23/2022	20.98
	012322	Clasp envelopes	01/23/2022	8.00
	012322	C01 car wash	01/23/2022	13.00
	012322	Fuel to take radars and mobiles to SLC for new patrol units	01/23/2022	33.36
Total Police:				2,746.45
	012322	Cutting torch gas	01/23/2022	103.42
	012322	Fasteners shop	01/23/2022	3.16
	012322	Tire machine repair	01/23/2022	24.40
	012322	Ted steel toe shoes	01/23/2022	74.98
	012322	G04 tire repair	01/23/2022	68.80
	012322	Led lights shop	01/23/2022	103.31
	012322	C01 parts	01/23/2022	662.62
	012322	C08 top door cylinder	01/23/2022	1,441.81
	012322	C03 hyd fittings	01/23/2022	6.20
	012322	C01 fittings	01/23/2022	63.88
	012322	C03 fittings	01/23/2022	52.20
	012322	bolts and nuts	01/23/2022	34.95
	012322	B35 parts	01/23/2022	107.20
	012322	Soap and dispensers shop	01/23/2022	285.53
	012322	Gas can and tool bits	01/23/2022	74.98
	012322	Tool bits	01/23/2022	30.99
	012322	lift rental christmas decorations	01/23/2022	728.25
	012322	Brine pump	01/23/2022	1,067.46
	012322	Brazing rod	01/23/2022	12.99
	012322	uniforms	01/23/2022	84.99
	012322	uniforms	01/23/2022	84.99
	012322	uniforms	01/23/2022	354.93
	012322	H 02 pump	01/23/2022	122.47
	012322	sign bolts and nuts	01/23/2022	12.80
	012322	uniforms	01/23/2022	99.99
Total Public Works:				5,707.30
	012322	craft supplies	01/23/2022	27.29
	012322	craft supplies	01/23/2022	27.29
	012322	craft supplies	01/23/2022	27.29
	012322	craft supplies	01/23/2022	27.30
	012322	snacks for ASAP	01/23/2022	3.75
	012322	craft supplies	01/23/2022	14.98
	012322	craft supplies	01/23/2022	14.98

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	craft supplies	01/23/2022	15.01
	012322	craft supplies	01/23/2022	14.98
	012322	custodial supplies for Aud kitchen	01/23/2022	371.89
	012322	custodial supplies	01/23/2022	709.43
	012322	custodial supplies	01/23/2022	709.44
	012322	ASAP Beyond	01/23/2022	167.80
	012322	spotify music	01/23/2022	9.99
	012322	racquetballs	01/23/2022	284.90
	012322	repair for fitness machine	01/23/2022	46.69
	012322	repairs to fitness machines	01/23/2022	33.14
	012322	repairs to fitness machines	01/23/2022	16.24
	012322	Credit for pump	01/23/2022	1,076.74-
	012322	repair leak at Auditorium	01/23/2022	294.89
	012322	repairs to water fountains	01/23/2022	589.22
	012322	ribbon for card printer	01/23/2022	94.50
	012322	cards for card reader	01/23/2022	114.95
	012322	card reader printer	01/23/2022	2,414.00
	012322	microfiber towels for cleaning and sanitizing	01/23/2022	42.98
	012322	parts needed to install security cameras	01/23/2022	46.14
	012322	cables for security cameras	01/23/2022	28.17
	012322	chlorine calibration	01/23/2022	70.00
Total Recreation:				5,140.50
	012322	propane	01/23/2022	22.27
	012322	propane	01/23/2022	1.18
	012322	shovel, hoe	01/23/2022	67.96
	012322	drinking water	01/23/2022	25.96
	012322	push broom	01/23/2022	19.99
	012322	propane	01/23/2022	21.61
	012322	Propane	01/23/2022	1.14
	012322	propane	01/23/2022	23.89
	012322	propane	01/23/2022	1.26
	012322	de-icer	01/23/2022	34.68
	012322	ice scrapers	01/23/2022	34.18
	012322	nitrile gloves	01/23/2022	219.00
	012322	propane	01/23/2022	23.27
	012322	propane	01/23/2022	1.23
	012322	eyebolts	01/23/2022	8.94
	012322	wiper blades	01/23/2022	59.25
	012322	water	01/23/2022	19.47
	012322	propane	01/23/2022	23.94
	012322	propane	01/23/2022	1.26
	012322	wiper blades	01/23/2022	76.76
	012322	uniform shirts	01/23/2022	35.00
	012322	uniform shirts	01/23/2022	35.00
	012322	coffee	01/23/2022	15.12
	012322	bandages	01/23/2022	6.86
	012322	batteries, calculators, markers etc	01/23/2022	80.25
	012322	propane	01/23/2022	26.60
	012322	propane	01/23/2022	1.40
	012322	hooks and pegs	01/23/2022	23.15
	012322	wrench	01/23/2022	24.41
Total Solid Waste:				935.03
	012322	ice melt	01/23/2022	67.97
	012322	solenoid north booster pump	01/23/2022	500.05

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	012322	sample shipping	01/23/2022	36.00
	012322	repair clamp	01/23/2022	210.67
	012322	blower belts - PTB building	01/23/2022	75.97
	012322	sample shipping	01/23/2022	36.00
	012322	check valves, meter couplers	01/23/2022	2,584.32
	012322	repair clamps	01/23/2022	515.54
	012322	batteries	01/23/2022	14.99
	012322	glow plug relay for vac truck	01/23/2022	49.49
	012322	motherboard to AZ	01/23/2022	12.55
	012322	Brass fittings	01/23/2022	1,328.82
Total Wastewater:				5,432.37
	012322	shelf parts	01/23/2022	64.07
	012322	metal for shelf	01/23/2022	12.99
	012322	solenoid north booster pump	01/23/2022	187.88
	012322	batteries	01/23/2022	16.99
	012322	hose clamps	01/23/2022	20.74
	012322	chains	01/23/2022	103.94
Total Water:				406.61
Total WELLS FARGO COMMERICAL CARD (132565):				87,451.82
<b>WESCO DISTRIBUTION CORP (131137)</b>				
WESCO/KVA/MODERN WHOLESALE	761794	HOT LINE CLAMP	01/10/2022	1,134.00
Total :				1,134.00
Total WESCO DISTRIBUTION CORP (131137):				1,134.00
<b>WEST PARK HOSPITAL (10500)</b>				
DBA CODY REGIONAL HEALTH	A05479811	DUI BLOOD DRAW CASE #21-1049	01/02/2022	250.00
Total :				250.00
Total WEST PARK HOSPITAL (10500):				250.00
<b>WYOMING CONFERENCE OF MUNICIPAL COURTS (127688)</b>				
	011822	MUNICIPAL COURT CONF FEES - JUDGE AND CLERK	01/18/2022	150.00
Total :				150.00
Total WYOMING CONFERENCE OF MUNICIPAL COURTS (127688):				150.00
<b>WYOMING DEPT OF AGRICULTURE (123502)</b>				
	121421AUDFOOD	AUDITORIUM FOOD LICENSE	12/14/2021	100.00
Total :				100.00
Total WYOMING DEPT OF AGRICULTURE (123502):				100.00
Grand Totals:				180,573.96

GL Period	Amount
01/22	180,573.96
Grand Totals:	180,573.96

Vendor number hash: 4005678  
Vendor number hash - split: 51717722  
Total number of invoices: 45  
Total number of transactions: 411

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	180,573.96	.00	180,573.96
Grand Totals:	180,573.96	.00	180,573.96
		Payroll 01/19/22	250,986.20
			431,560.16

Report Criteria:  
Invoice Detail.Input date = 01/25/2022  
Invoice.Batch = {NOT LIKE} "1"

## **AGENDA ITEM SUMMARY REPORT**

### **Retainage Release – Beacon Hill Water Tank**

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

Authorize Barry A. Cook, City Administrator to sign the retainage release document for the Beacon Hill Water Tank project with a release date of February 2, 2022.

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

The City of Cody has deposited a total of \$303,191.65 into a retainage account for Harris Trucking which represents 10% of the work completed and paid for through December 31, 2021. T-O Engineers has issued a letter to the City that the project is nearing substantial completion and the contractor has requested the retainage be reduced to 5% and release \$151,595.83 from retainage.

Per the account assignment agreement, the City must provide written authorization to the bank to release the retainage funds.

#### **FISCAL IMPACT**

None – the withheld retainage has already been booked to the expense account.

#### **ATTACHMENTS**

1. Letter from T-O Engineers
2. Payment report
3. Retainage release

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

None

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

January 14, 2022

Phillip Bowman, PE  
City of Cody  
1338 Rumsey Ave  
Cody, WY 82414

RE: Beacon Hill Water Tank and Water Main Extension Project Retainage

Dear Phillip,

The Beacon Hill Water Tank and Water Main Extension job is nearing substantial completion. The contractor has all major items for the project completed with the exception of turning on the pumps in the pump house and activating the SCADA system. The remaining items will be completed in the next few weeks at which point the job will be considered substantially complete. The contractor has requested retainage be reduced to 5%.

The retainage for the duration of the job has been set at 10%. With the end of the job near, we recommend reducing the retainage to 5% of work completed. With your approval I will process a pay application reflecting that change. Please contact me if you have any questions on this matter.

Sincerely,  
T-O Engineers



Dusty Spomer, PE

Cc: Sterling Christler, HCC

## Report Criteria:

Invoice.Invoice number = {LIKE} "%bhwt ret%"

Vendor.Vendor number = 4780

Invoice	Seq	Type	Description	Quantity	Unit Price	Extended Price	Total Cost	Terms	Discount Date	Discount Amount
		Part Number				Freight/Misc				
BHWT RET 1	1	Invoice	BEACON HILL WATER TANK	1.00	16,386.37	16,386.37	16,386.37	Open Terms		.00
BHWT RET 1	2	Invoice	BEACON HILL WATER TANK	1.00	8,070.90	8,070.90	8,070.90	Open Terms		.00
BHWT RET 1	1	Invoice	BEACON HILL WATER TANK PROJECT	1.00	7,104.13	7,104.13	7,104.13	Open Terms		.00
BHWT RET 1	2	Invoice	BEACON HILL WATER TANK PROJECT	1.00	3,499.05	3,499.05	3,499.05	Open Terms		.00
BHWT RET 1	3	Invoice	BEACON HILL WATER TANK PROJECT	1.00	2,580.73	2,580.73	2,580.73	Open Terms		.00
BHWT RET 1	1	Invoice	BEACON HILL WATER TANK	1.00	5,085.89	5,085.89	5,085.89	Open Terms		.00
BHWT RET 1	2	Invoice	BEACON HILL WATER TANK	1.00	2,504.99	2,504.99	2,504.99	Open Terms		.00
BHWT RET 1	3	Invoice	BEACON HILL WATER TANK	1.00	2,082.52	2,082.52	2,082.52	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 12	1.00	37,361.61	37,361.61	37,361.61	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 12	1.00	18,401.98	18,401.98	18,401.98	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 13	1.00	13,344.20	13,344.20	13,344.20	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 13	1.00	6,572.51	6,572.51	6,572.51	Open Terms		.00
BHWT RET 1	1	Invoice	BEACON HILL WATER TANK RET 14	1.00	20,154.00	20,154.00	20,154.00	Open Terms		.00
BHWT RET 1	2	Invoice	BEACON HILL WATER TANK RET 14	1.00	9,926.61	9,926.61	9,926.61	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 15	1.00	1,080.30	1,080.30	1,080.30	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 15	1.00	532.09	532.09	532.09	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 16	1.00	7,475.50	7,475.50	7,475.50	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 16	1.00	3,681.97	3,681.97	3,681.97	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 17	1.00	4,184.70	4,184.70	4,184.70	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 17	1.00	2,061.12	2,061.12	2,061.12	Open Terms		.00
BHWT RET 1	1	Invoice	BHWT RET 18	1.00	3,669.88	3,669.88	3,669.88	Open Terms		.00
BHWT RET 1	2	Invoice	BHWT RET 18	1.00	1,807.56	1,807.56	1,807.56	Open Terms		.00
BHWT RET 2	1	Invoice	BEACON HILL WATER TANK	1.00	15,355.81	15,355.81	15,355.81	Open Terms		.00
BHWT RET 2	2	Invoice	BEACON HILL WATER TANK	1.00	7,563.31	7,563.31	7,563.31	Open Terms		.00
BHWT RET 3	1	Invoice	BEACON HILL WATER TANK	1.00	11,314.52	11,314.52	11,314.52	Open Terms		.00
BHWT RET 3	2	Invoice	BEACON HILL WATER TANK	1.00	5,572.82	5,572.82	5,572.82	Open Terms		.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Terms	Discount Date	Discount Amount
	Part	Number	Quantity Unit Price	Extended Price	Freight/Misc			
BHWT RET 4	1	Invoice	BEACON HILL WATER TANK RET 4	08/28/2020	24,450.79	Open Terms		.00
			1.00 24,450.79	24,450.79	.00			
BHWT RET 4	2	Invoice	BEACON HILL WATER TANK RET 4	08/28/2020	12,042.93	Open Terms		.00
			1.00 12,042.93	12,042.93	.00			
BHWT RET 5	1	Invoice	BEACON HILL WATER TANK RET 5	10/08/2020	17,168.40	Open Terms		.00
			1.00 17,168.40	17,168.40	.00			
BHWT RET 5	2	Invoice	BEACON HILL WATER TANK RET 5	10/08/2020	8,456.08	Open Terms		.00
			1.00 8,456.08	8,456.08	.00			
BHWT RET 6	1	Invoice	BEACON HILL WATER TANK RET 6	10/31/2020	6,648.18	Open Terms		.00
			1.00 6,648.18	6,648.18	.00			
BHWT RET 6	2	Invoice	BEACON HILL WATER TANK RET 6	10/31/2020	3,274.47	Open Terms		.00
			1.00 3,274.47	3,274.47	.00			
BHWT RET 7	1	Invoice	BEACON HILL WATER TANK RET 7	12/08/2020	2,748.47	Open Terms		.00
			1.00 2,748.47	2,748.47	.00			
BHWT RET 7	2	Invoice	BEACON HILL WATER TANK RET 7	12/08/2020	1,353.72	Open Terms		.00
			1.00 1,353.72	1,353.72	.00			
BHWT RET 8	1	Invoice	BEACON HILL WATER TANK RET 8	01/07/2021	5,005.33	Open Terms		.00
			1.00 5,005.33	5,005.33	.00			
BHWT RET 8	2	Invoice	BEACON HILL WATER TANK RET 8	01/07/2021	2,465.31	Open Terms		.00
			1.00 2,465.31	2,465.31	.00			
BHWT RET 8	3	Invoice	BEACON HILL WATER TANK RET 8	01/07/2021	2,299.00	Open Terms		.00
			1.00 2,299.00	2,299.00	.00			
BHWT RET 8	4	Invoice	BEACON HILL WATER TANK RET 8	01/07/2021	2,299.00	Open Terms		.00
			1.00 2,299.00	2,299.00	.00			
BHWT RET 9	1	Invoice	BEACON HILL WATER TANK PROJECT	02/26/2021	1,475.94	Open Terms		.00
			1.00 1,475.94	1,475.94	.00			
BHWT RET 9	2	Invoice	BEACON HILL WATER TANK PROJECT	02/26/2021	726.96	Open Terms		.00
			1.00 726.96	726.96	.00			
Grand Totals:					303,191.6			

## Report GL Period Summary

GL Period	Amount
12/20	4,102.19
09/21	30,080.61
09/20	36,493.72
06/21	65,436.99
06/20	47,376.39
03/21	2,202.90
10/21	1,612.39
10/20	25,624.48
01/22	5,477.44
04/21	13,183.91
11/21	11,157.47
11/20	9,922.65
01/21	7,470.64
08/21	19,916.71
08/20	16,887.34
12/21	6,245.82
Grand Totals:	303,191.65

## RETAINAGE RELEASE

I the undersigned representative of the Project Owner do hereby authorize  
Pinnacle Bank (Depository) to release \$151,595.83  
from Account No. 04859102, held in the name of Harris Trucking & Construction  
(Contractor) for the project Beacon Hill Water Tank  
on or after February 2, 2022 (date).

### PROJECT OWNER

City of Cody, PO Box 2200 Cody, WY 82414

\_\_\_\_\_  
Barry A. Cook, City Administrator

\_\_\_\_\_  
Date

*On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a notary public, the undersigned officer, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained. In witness hereof, I hereunto set my hand and official seal.*

\_\_\_\_\_  
My Commission Expires: \_\_\_\_\_



## 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 will be notified of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to address concerns or provide additional information. Some requests may not require appearing before the Council for approval.

Please provide the following detailed information relating to your concern or request. **This form (and any relevant attachments) should be submitted in a timely manner, preferably at least 14 days prior to allow sufficient time for internal review. Untimely submission may result in the inability to be considered for approval.** Council packets are prepared in advance prior to Tuesday meetings. Meetings are held the first and third Tuesday of each month. Please complete the following information in full and return to City of Cody PO Box 2200 Cody, WY 82414 (Fax 307-527-6532),

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Name of person to appear before the Council Ryan Hauck

Organization Represented Park County Travel Council

Date you wish to appear before the Council Yes

Email Address ryan.hauck@codyyellowstone.org Telephone 307-259-5346

Names of all individuals who will speak on this topic Ryan Hauck

Event Title (if applicable) \_\_\_\_\_

Date(s) of Event (if applicable) \_\_\_\_\_

Location of Event (if applicable) \_\_\_\_\_

**Full description of topic to be discussed (include all relevant information including any street closures, times of event, any special requirements or request etc., attach additional sheet if necessary and map showing location of event where applicable)** Please see attached memo

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Which City employee(s) have you spoken to about this issue? Emily Swett

Signature [Signature] Date 1/16/22

SUMMARY OF  
AMENDED AND RESTATED JOINT POWERS AGREEMENT FOR THE  
LODGING TAX JOINT POWERS BOARD

Attached is a revised and restated Joint Powers Agreement for the Lodging Tax Joint Powers Board for Park County, Wyoming. The revised and restated agreement contains all terms of the original Joint Powers Agreement effective March 1, 1987, along with the terms of the amended Joint Powers Agreement approved in June, 1997, except for the following two changes:

1. Paragraph 6 of the original Joint Powers Agreement was revised to remove the following sentence: "In regard to the expenditure of funds by the Board, it is the intention of the parties hereto that the Board shall not hire its own staff, except for a part-time clerk/secretary."

2. Additionally, in Paragraph 6 of the original Joint Powers Agreement, the following sentence was removed and replaced with new language:

a. Sentence removed: "The Board shall have the authority for the accomplishment and fulfillment of its purpose to promote the travel and tourism industry in and throughout Park County to retain funds to contract for and pay all expenses for materials, supplies, equipment, postage, travel and lodging for conference and education for Board members, for the employment of technical, legal, administrative and clerical assistance and to engage the services for research and consulting."

b. Language that replaced the above sentence in the revised Agreement is as follows: "For revenues collected throughout Park County under W.S. 39-15-204 (a)(ii), expenditures for travel and tourism promotion shall be limited to promotional materials, television and radio advertising, printed advertising, digital content, social media, promotion of tours, staging of events, educational materials, and other specific tourism related objectives, provided that none of these funds shall be spent for capital construction or improvements."

## 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 will be notified of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to address concerns, and/or provide additional information. Note: Some request may not require appearing before the Council for approval.

Please provide the following detailed information relating to your concern or request. **This form (and any relevant attachments) should be submitted in a timely manner, preferred lead time 14 days minimum to allow sufficient time for internal review. Untimely submission may result in the inability to be considered for approval.** Council packets are prepared the in advance prior to the Tuesday meetings. Note Meetings are held the first and third Tuesday of each month. Please complete the following information in full and return to City of Cody PO Box 2200 Cody, WY 82414 (Fax 307-527-6532),

\*\*\*\*\*

Name of person to appear before the Council Jeremy Johnston

Organization Represented Buffalo Bill Center of the West

Date you wish to appear before the Council February 1, 2022

E-Mail Address jeremyj@centerofthewest.org Telephone 307-578-4006

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

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

Date(s) of Event (if applicable) Friday, February 25, 2022

Location of Event (if applicable) Coe Circle at the Scout Statue at the western end of Sheridan Ave.

**Full description** of topic to be discussed (include all relevant information including any street closures, times of event, any special requirements or request etc., attach additional sheet if necessary and map showing location of event where applicable) We are respectfully requesting the closure of a portion of Coe Circle, at the front of The Scout statue for the FFA Wreath-Laying Ceremony. Traffic will be routed through the Cody Regional Health Monument Entrance parking lot. The ceremony begins at 11:00am and will last approximately 30 minutes.

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Which City employee(s) have you spoken to about this issue? Cindy Baker

Signature  Date 1/19/2022

## **AGENDA ITEM SUMMARY REPORT**

### **Resolution 2022-04 Mineral Royalty Grant Application**

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

Approve Resolution 2022-04 authorizing the submission of a Mineral Royalty Grant application to the State Loan and Investment Board (SLIB) for the purchase of a ballistic armored tactical transport vehicle.

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

The State Loan and Investment Board (SLIB) will be considering applications for Mineral Royalty Grants (MRG) at the June 2, 2022 meeting. To be considered for funding, MRG applications must be submitted by February 17, 2022. The application process requires a Resolution by the applicant's governing body.

Staff proposes to request funding for the replacement of the Police Department's current armored vehicle with a ballistic armored tactical vehicle. The current vehicle is a 1986 Loomis armored bank truck which is well past its useful service life with many mechanical issues that make it unreliable for its intended use. Since this vehicle was obtained used from the Kent, Washington police department in 2007 it was not included in the vehicle replacement schedule, therefore no funding has been set aside for its replacement through the Vehicle Replacement Fund.

The City of Cody had previously submitted a grant application to the State Homeland Security Program for this vehicle, unfortunately our request was not selected for funding under that program.

#### **FISCAL IMPACT**

The estimated cost for the vehicle is \$220,000. The MRG grant has a 50% match so the amount requested on the grant application would be \$110,000 with matching City funds of \$110,000. The match amount would come from General Fund reserves.

#### **ATTACHMENTS**

1. Resolution 2022-04

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

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE

City of Cody, Wyoming

FOR THE PURPOSE OF:

Replacement of a ballistic armored tactical transport vehicle to enhance operational readiness of the Cody Police Department Tactical Response Team and support terrorism prevention, preparedness, response, or recovery to a terrorist attack as well as Combat Domestic Violence Extremism.

(State Purpose of Project)

W I T N E S S E T H

**WHEREAS**, the Governing Body for the  
City of Cody, Wyoming

desires to participate in the FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT program to assist in financing this project; and

**WHEREAS**, the Governing Body of the  
City of Cody, Wyoming

recognizes the need for the project; and

**WHEREAS**, the Federal Mineral Royalty Capital Construction Account Grant program requires that certain criteria be met, as described in the State Loan and Investment Board’s Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

**WHEREAS**, the Governing Body of the  
City of Cody, Wyoming

plans to match the requested Federal Mineral Royalty Capital Construction Account Grant from the following source(s):

General fund reserves in the amount of \$110,000

(Describe the Source and Status of All Matching Funds)

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE

City of Cody, Wyoming

that a grant application in the amount of 

\$110,000.00

(Amount being requested)

be submitted to the State Loan and Investment Board for consideration at the

6/2/2022

(Date of SLIB Meeting)

to assist in funding the

Ballistic Armored Tactical Transport Vehicle

(Name of Project)

BE IT FURTHER RESOLVED, that

Leslie E. Brumage, Finance Officer

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the

City of Cody, Wyoming

to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

1st

(Date)

day of

February2022

(Month)

(Year)

(Signature)

Matt Hall, Mayor

(Name and Title)

Attest:

(Signature)

Cindy Baker, Administrative Services Officer

(Name and Title)

MEETING DATE:	FEBRUARY 1, 2022
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	TODD STOWELL
CITY ADM. APPROVAL:	_____
PRESENTED BY:	TODD STOWELL

## **AGENDA ITEM SUMMARY REPORT**

### **ORDINANCE 2022-01**

### **AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION 1 OF THE CITY OF CODY CODE**

#### **ACTION**

Approve Ordinance 2022-01 to amend Title 9, Chapter 2, Section 1 of the Cody City Code, which has the effect of adopting the 2021 International Codes that are mandated by the State for the City to retain home rule for building and fire inspection and plan review.

#### **SUMMARY**

The City of Cody has authority delegated to it to perform local building and fire inspections and code reviews, pursuant to W.S. 35-9-121. In order to maintain that local authority, the City must adopt all building and fire codes that are specified by the State. Those codes are updated every three years and the City must adopt the most recent versions by March 15, 2022. This ordinance will accomplish that requirement.

In addition, the fire marshal has requested that two additional appendices of the fire code be adopted—Appendix B Fire-Flow Requirements for Buildings, and Appendix C Fire Hydrant Spacing. The two appendices would provide more customized options for those requirements than currently specified and utilized. For example, minimum residential fire flow for a dwelling would only be 1,000 GPM (currently 1,500 GPM, if possible), and only 500 GPM if the dwelling has a fire sprinkler system. Commercial fire flow would be more closely tied to building size. Fire hydrant spacing would relate to the amount of fire flow required and have additional provisions for the fire marshal to increase or decrease spacing based on the situation. Language is specifically included to allow the fire marshal authority to reduce the minimum requirements when it is not feasible for the water system to meet the minimum fire flow/hydrant standards. Here are links to the Appendices mentioned:

[Fire Code Appendix B](#)

[Fire Code Appendix C](#)

Language is also proposed that would allow the City to adopt those provisions of the Property Maintenance Code by resolution, which it determines appropriate. The property maintenance code is intended to deal with unsafe structures, unsafe equipment, and structures unfit for human occupancy. It also includes a process for requiring the cleanup of dilapidated and abandoned buildings. The property maintenance code is not adopted by this ordinance, but the authority to adopt it by resolution in the future is established. Here is a link to the [property maintenance code](#).

#### **RECOMMENDATION:**

Approve Ordinance 2022-01 as drafted.

#### **ALTERNATIVES**

1. Approve the ordinance as drafted.
2. Approve the ordinance with any further changes and amendments.

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

3. Deny the ordinance. (Authority for building and fire inspection would fall back to the State.)

**ATTACHMENTS:**

Ordinance 2022-01 (Track changes version and clean version)

**FISCAL IMPACT**

If approved, income and expenses related to the City building inspection program would continue.

**ORDINANCE NO. 2022-01**

**AN ORDINANCE TO AMEND TITLE 9, CHAPTER 2, SECTION 1 OF  
THE CITY OF CODY CODE**

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

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

**SECTION 1:** Title 9, Chapter 2, Section 1 of the City of Cody Code is hereby amended to read as follows:

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

A. The 20~~21~~<sup>18</sup> editions of:

1. The International Building Code;

2. The International Existing Building Code;

3. The International Fire Code including appendices C, D, E, F and G, and appendix B with Section B103.1 thereof amended as follows: "B103.1 Decreases. The fire code official is authorized to reduce the fire-flow requirement for isolated buildings or a group of buildings where the development of full fire-flow requirements is impractical.";

4. The International Mechanical Code; and,

5. The International Fuel Gas Code;~~as well as:~~

~~—6. Provisions of the International Residential Code and the International Property Maintenance Code as said codes are referenced in the International Building Code, the International Fire Code, the International Mechanical Code, and the International Fuel Gas Code, but only to the extent that the referenced provisions apply to fire and life safety issues;~~

as adopted and published by the International Code Council (ICC), are made a part hereof by this reference, the same as though incorporated herein at length.

B. Subsequent editions, changes, amendments, replacements and supplements of the codes referenced in subsection A of this section shall become effective on the last day of the sixth month after adoption by the State of Wyoming.

C. The City of Cody hereby adopts the 2020 Edition of the NFPA 70 National Electrical Code, as published by the National Fire Protection Association and adopted by the State of Wyoming, which code is made a part hereof by this reference, the same as though incorporated herein at length.

D. The City of Cody will adopt by resolution, the provisions of the International Plumbing Code,~~and the International Residential Code, and International Property Maintenance Code~~ that ~~the Community Development Director, the City Building Official and Council agree~~ are in the best interest of the City.

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

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

**SECTION 2: EFFECTIVE DATE.** This Ordinance shall become effective March 15, 2022, after final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: \_\_\_\_\_

PASSED ON SECOND READING: \_\_\_\_\_

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

\_\_\_\_\_  
Matt Hall, Mayor

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

**ORDINANCE NO. 2022-01**

**AN ORDINANCE TO AMEND TITLE 9, CHAPTER 2, SECTION 1 OF  
THE CITY OF CODY CODE**

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

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

**SECTION 1:** Title 9, Chapter 2, Section 1 of the City of Cody Code is hereby amended to read as follows:

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

A. The 2021 editions of:

1. The International Building Code;
2. The International Existing Building Code;
3. The International Fire Code including appendices C, D, E, F and G, and appendix B with Section B103.1 thereof amended as follows: "B103.1 Decreases. The fire code official is authorized to reduce the fire-flow requirement for isolated buildings or a group of buildings where the development of full fire-flow requirements is impractical.";

4. The International Mechanical Code; and,

5. The International Fuel Gas Code;

as adopted and published by the International Code Council (ICC), are made a part hereof by this reference, the same as though incorporated herein at length.

B. Subsequent editions, changes, amendments, replacements and supplements of the codes referenced in subsection A of this section shall become effective on the last day of the sixth month after adoption by the State of Wyoming.

C. The City of Cody hereby adopts the 2020 Edition of the NFPA 70 National Electrical Code, as published by the National Fire Protection Association and adopted by the State of Wyoming, which code is made a part hereof by this reference, the same as though incorporated herein at length.

D. The City of Cody will adopt by resolution, the provisions of the International Plumbing Code, the International Residential Code, and International Property Maintenance Code that are in the best interest of the City.

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

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

**SECTION 2: EFFECTIVE DATE.** This Ordinance shall become effective March 15, 2022, after final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: \_\_\_\_\_

PASSED ON SECOND READING: \_\_\_\_\_

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

\_\_\_\_\_  
Matt Hall, Mayor

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