

# City of Cody City Council

Tuesday, July 5, 2023 – 7:00 p.m.

(Pre-Meeting to begin at 6:53 p.m. to discuss agenda)

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 June 20, 2023.
- b. Approve Vouchers and Payroll in the amount of \$1,540,800.50.
- c. Authorize the Mayor to enter into and sign the maintenance and support agreement between the City of Cody and Caselle, Inc., contingent upon review and approval by the City Attorney.
- d. Accept the bid from Casper Tin Shop for the HVAC system replacement at City Hall/Nichol Mall in the amount of \$127,585.00

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

## 3. Public Hearings

## 4. Conduct of Business

- a. Consider approval of a Quit Claim Deed and Right-of-Way Easement to transfer property and easement rights to the Transportation Commission of Wyoming at the intersection of Blackburn Street and Big Horn Ave.  
Staff Reference: Phillip Bowman, Public Works Director
- b. Resolution 2023-13  
A Resolution authorizing submission of an application for federal funding through the Transportation Alternative Program (TAP) administered by the Wyoming Department of Transportation (WYDOT)  
Staff Reference: Phillip Bowman, Public Works Director

5. Tabled Items
6. Matters from Staff Members
7. Matters from Council Members
8. **EXECUTIVE SESSION: Pursuant to W.S. 16-4-405(a)(ix).**
9. Adjournment

**Upcoming Meetings:**

**July 11, 2023 – Work Session 5:30 p.m.**

**July 18, 2023 – Council Meeting 7:00 p.m.**

**City of Cody**  
**Council Proceedings**  
**Tuesday, June 20, 2023**

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, June 20, 2023 at 7:00 p.m.

Present: Mayor Hall, Council Members Lee Ann Reiter, Don F. Shreve Jr. Kelly Tamblyn, Andy Quick, Emily Swett and City Attorney Scott Kolpitzke, City Administrator Barry Cook, and Cindy Baker, Administrative Services Officer.

Absent: Council Member Jerry Fritz

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

Council Member Reiter made a motion seconded by Council Member Quick to approve the Consent Calendar as presented which included Regular Minutes June 6, 2023 and Work Session Minutes from June 13, 2023; approve Vouchers and Payroll in the amount of \$755,078.69; authorize the Mayor to enter into and sign an agreement between the City of Cody and Copenhaver, Kitchen and Kolpitzke, LLC for attorney services for a period of July 1, 2023 through June 30, 2024, approve the Buffalo Bill 5-10 K races on Saturday, September 16<sup>th</sup> subject to staff recommendations and conditions outlined in Summary Report. – which would include but not limited to – the closure of 10<sup>th</sup> Street from Beck to Sheridan Ave, and Beck Ave between 9<sup>th</sup> and 10<sup>th</sup> Street, authorize a malt beverage permit and open container permit, as well as mobile vendors (will park on 10<sup>th</sup> Street). Event Coordinators will provide liability insurance for event. Event Coordinators will continue to coordinate and work with applicable City Staff for this event, and approve the Street Closure Requests and Temporary Stop Sign Changes, as noted in agenda summary and use of the City Park for the Fistful of Dirt Bike race/event to be held on September 2<sup>rd</sup> and 3<sup>th</sup>, approval to include staff recommendations, also approve a request for a Malt Beverage Permit and Open Container Permit associated with the Fistful of Dirt Race to be held in City Park on Sunday September 3, 2023. Event Coordinators will provide liability insurance for event. Event Coordinators will continue to coordinate and work with applicable City Staff or this event. Vote was unanimous.

At 7:05 p.m. Mayor Hall entered into a public hearing to consider if it is in the public's interest to consider a new application for a Bar & Grill Liquor License to Triple CCC Inc located at 1910 Demaris St. **and if** issued effective 7/1/2023 to also consider if it is in the public's interest to renew license for the period 8/1/2023-7/31/2024. Cindy Baker, Administrative Services Officer provided background information relating to this application. After calling for comments three times and there being none the Mayor closed the public hearing at 7:08 p.m.

At 7:09 p.m. Mayor Hall entered into the second public hearing to consider if it is in the public's interest to consider a new application for a Bar & Grill Liquor License to Ivanwerff Holdings LLC located at 1453 Sheridan Ave. **and if** issued effective 7/1/2023 to also consider if it is in the public's interest to renew license for the period 8/1/2023-7/31/2024. Cindy Baker, Administrative Services Officer provided background information relating to this application. After calling for comments three times and there being none the Mayor closed the public hearing at 7:12 p.m.

At 7:13 p.m. Mayor Hall entered into the third public hearing to consider if it is in the public's interest to renew 21 retail liquor licenses, 13 restaurant liquor licenses\*, 6 bar and grill liquor licenses, 3 limited (club) retail licenses, and 3 microbrewery permits, for the period of August 1, 2023 through July 31, 2024. Cindy Baker, Administrative Services Officer provided background information relating to this application. After calling for comments three times and there being none the Mayor closed the public hearing at 7:16 p.m.

At 7: 17 p.m. Mayor Hall entered into fourth public hearing to consider if it is in the public's interest to approve the Fiscal Year 2023-2024 budget for the City of Cody. Leslie Brumage, Finance Officer provided background information relating to the FY23-24 Budget. After calling for comments three times and there being none the Mayor closed the public hearing at 7:19 p.m.

Council Member Tamblyn made a motion seconded by Council Member Shreve to approve a new Bar & Grill License to Triple CCC Inc to be issued July 1, 2023 through July 31, 2023. Vote was unanimous.

Council Member Swett made a motion seconded by Council Member Quick to approve a new Bar & Grill License to Ivanwerff LLC to be issued July 1, 2023 through July 31, 2023. Vote was unanimous.

Council Member Reiter made a motion seconded by Council Member Tamblyn to approve the renewal of 21 retail liquor licenses, 3 limited retail licenses (clubs), 3 microbrewery permits, 11 restaurant liquor licenses and 8 bar and grill licenses for the period of August 1, 2023 through July 31, 2024. Vote was unanimous.

Council Member Shreve made a motion seconded by Council Member Reiter to approve a request from the Cody Stampede Board for the egress traffic control assistance and additional Police presence from the Cody Police Department during their annual 2023 Fourth of July weekend events as in-kind contribution in support of this major annual event. (Based on cost estimates from previous years – PD staff is approximately \$13,416 – average of 36-man hours per event - boom lighting for four days \$1,300 and cost for marked patrol car usage is \$500). Vote was unanimous.

Ordinance 2023-06 – Third and Final Reading  
An Ordinance Adopting the Annual Budget for the City of Cody Wyoming for the Fiscal Year Ending June 30, 2024. Council Member Quick made a motion seconded by Council Member Temblyn to approve Ordinance 2023-06 on first reading. Voting in favor were Council Members Reiter, Quick, Tamblyn, Swett and Mayor Hall. Opposed Council Member Shreve. Motion carried.

Ordinance 2023-07 – Third and Final Reading  
An Ordinance Levying Taxes for the City of Cody WY for the Fiscal Year Ending June 30, 2024. Council Member Swett made a motion seconded by Council Member Quick to approve Ordinance 2023-06 on first reading. Vote was unanimous

Being there was no motion to remove from the table a request to consider approving an amendment to the contract between the City of Cody and Atlas Strategic Communications this item died.

Mayor Hall adjourned the meeting at 7: 48 p.m.

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Mayor Matt Hall

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Cindy Baker, Administrative Services Officer

Report Criteria:

Invoice Detail.Input date = 06/27/2023

Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>360 OFFICE SOLUTIONS INC (133133)</b>				
	1251521-0	CHAIR MATS FOR ADMIN OFFICE	05/08/2023	417.90
	1269810-0	DESK SUPPORT COLUMN	05/08/2023	159.41
	1279580-0	FILE PEDESTALS	05/16/2023	1,333.70
	1280724-0	WORKSTATION PANEL AND INSTALLATION	06/05/2023	833.10
Total :				2,744.11
Total 360 OFFICE SOLUTIONS INC (133133):				2,744.11
<b>AMERICAN LEGAL PUBLISHING CORP (132624)</b>				
STERLING CODIFIERS LLC	25981	CODIFYING SERVICES	06/20/2023	320.46
Total :				320.46
Total AMERICAN LEGAL PUBLISHING CORP (132624):				320.46
<b>BALLARD PAINTING, INC. (130544)</b>				
	1927	CPAC MURAL WALL PREP	06/12/2023	1,825.00
Total :				1,825.00
Total BALLARD PAINTING, INC. (130544):				1,825.00
<b>BEACON HILL (131584)</b>				
	7062023	CONCERTS IN THE PARK	06/27/2023	600.00
Total :				600.00
Total BEACON HILL (131584):				600.00
<b>BIG CO (1190)</b>				
BIG HORN REDI-MIX, INC	386160	PEA GRAVEL BEDDING MATERIAL	06/07/2023	200.00
Total :				200.00
Total BIG CO (1190):				200.00
<b>BIG HORN PAINT (133119)</b>				
SHEARER PAINTING LLC	T8CGV	NICHOL MALL SUITE A PAINT	06/19/2023	323.99
Total :				323.99
Total BIG HORN PAINT (133119):				323.99
<b>BLAKEMAN PROPANE, INC (4125)</b>				
	5039	GAS CYLINDER AND FORKLIFT VALVE	05/23/2023	64.08
Total :				64.08
Total BLAKEMAN PROPANE, INC (4125):				64.08
<b>BLUE CROSS BLUE SHIELD OF WYOMING (1360)</b>				
	230605344629	Premium July 2023	06/19/2023	171,199.72

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	230605344629	Premium Adjustment June 2023	06/19/2023	5,733.52
Total :				176,933.24
Total BLUE CROSS BLUE SHIELD OF WYOMING (1360):				176,933.24
<b>BORDER STATES INDUSTRIES, INC (1420)</b>				
	926476715	1/0 OKONITE CABLE	06/15/2023	10,763.76
	926476715	1/0 OKONITE CABLE	06/15/2023	21,546.00
	926476715	1/0 OKONITE CABLE	06/15/2023	4,614.30
	926517506	EXTENSION LINK	06/22/2023	161.40
Total :				37,085.46
Total BORDER STATES INDUSTRIES, INC (1420):				37,085.46
<b>BURLINGAME, SCOTT (128683)</b>				
	140623199	ENCROACHMENT PERMIT DEPOSIT REFUND - 110 CASPER DR	03/21/2023	150.00
Total :				150.00
Total BURLINGAME, SCOTT (128683):				150.00
<b>CAHILL, GREGORY J (129414)</b>				
THE SPECIAL CONSENSUS	7132023	CONCERTS IN THE PARK	06/27/2023	1,700.00
Total :				1,700.00
Total CAHILL, GREGORY J (129414):				1,700.00
<b>CASELLE, INC (1930)</b>				
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	269.22
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	987.14
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	179.48
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	89.74
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	89.74
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	807.66
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	269.22
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	179.48
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	89.74
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	628.18
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	1,435.84
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	1,076.88
	062323	SOFTWARE SUPPORT AND MAINTENANCE	06/23/2023	2,871.68
Total :				8,974.00
Total CASELLE, INC (1930):				8,974.00
<b>CENTURY LINK (10091)</b>				
	6192023	PHONE CHARGES - SCHOOL RESOURCE OFFICER	06/19/2023	49.70
Total :				49.70
Total CENTURY LINK (10091):				49.70
<b>CUSTOM GARAGE DOOR LLC (127015)</b>				
	5796	GARAGE DOOR TRACK AND BRACKET PLUS LABOR	06/12/2023	145.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				145.00
Total CUSTOM GARAGE DOOR LLC (127015):				145.00
<b>DEARBORN LIFE INSURANCE COMPANY (131563)</b>				
	07012023	INSURANCE JULY 2023	06/09/2023	357.64
Total :				357.64
Total DEARBORN LIFE INSURANCE COMPANY (131563):				357.64
<b>DiA EVENTS LLC (133252)</b>				
	7240	SOUND SYSTEM FOR BAND SHELL IN CITY PARK	06/03/2023	29,900.00
Total :				29,900.00
Total DiA EVENTS LLC (133252):				29,900.00
<b>ENNIST III, ROBERT F (131798)</b>				
BIG HORN FOOD SERVICES	1684	JANITORIAL SUPPLIES	06/05/2023	103.96
BIG HORN FOOD SERVICES	1834	CLEANING SUPPLIES	06/13/2023	184.41
BIG HORN FOOD SERVICES	1885	JANITORIAL SUPPLIES	06/16/2023	539.89
BIG HORN FOOD SERVICES	1940	CITY HALL CUSTODIAL SUPPLIES	06/27/2023	147.98
BIG HORN FOOD SERVICES	1940	AUDITORIUM CUSTODIAL SUPPLIES	06/27/2023	147.98
BIG HORN FOOD SERVICES	1940	CITY SHOP CUSTODIAL SUPPLIES	06/27/2023	147.98
BIG HORN FOOD SERVICES	1940	SOLID WASTE CUSTODIAL SUPPLIES	06/27/2023	147.98
BIG HORN FOOD SERVICES	1940	ELECTRIC DEPT CUSTODIAL SUPPLIES	06/27/2023	147.97
BIG HORN FOOD SERVICES	1951	CAN LINERS	06/21/2023	109.90
Total :				1,678.05
Total ENNIST III, ROBERT F (131798):				1,678.05
<b>ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (132506)</b>				
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,100.00
	94509176	ARCGIS ANNUAL SOFTWARE SUBSCRIPTION	06/12/2023	2,400.00
Total :				15,000.00
Total ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (132506):				15,000.00
<b>EXPRESS SERVICES INC (132433)</b>				
	29161538	CONTRACT EMPLOYMENT SERVICES - SEASONAL PARKS WORKER	06/14/2023	2,311.40
	29203466	CONTRACT EMPLOYMENT SERVICES - SEASONAL PARKS WORKER	06/21/2023	1,929.20
Total :				4,240.60
Total EXPRESS SERVICES INC (132433):				4,240.60
<b>FLO-TECH IRRIGATION LLC (132959)</b>				
	1524	NIELSON PARK IRRIGATION	04/04/2023	2,324.95

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				2,324.95
Total FLO-TECH IRRIGATION LLC (132959):				2,324.95
<b>FRANDSON SAFETY, INC. (130638)</b>				
	98050	CHLORINE MONITOR REPAIRS	06/09/2023	84.00
Total :				84.00
Total FRANDSON SAFETY, INC. (130638):				84.00
<b>GALLS PARENT HOLDINGS, LLC (132576)</b>				
GALLS, LLC	024716719	UNIFORMS	06/06/2023	1,503.79
GALLS, LLC	024716719	LEIUTENANT UNIFORM BARS	06/06/2023	26.49
Total :				1,530.28
Total GALLS PARENT HOLDINGS, LLC (132576):				1,530.28
<b>GEM FITNESS INC (127727)</b>				
BETTER BODY FITNESS	18930	FITNESS EQUIPMENT MAINTENANCE	06/12/2023	833.75
Total :				833.75
Total GEM FITNESS INC (127727):				833.75
<b>GLOBE LIFE INC (133159)</b>				
	62323	premiums	06/23/2023	215.00
Total :				215.00
Total GLOBE LIFE INC (133159):				215.00
<b>HDR ENGINEERING INC (133080)</b>				
	1200530412	ELECTRIC SHOP AND FACILITIES MASTER PLAN	06/13/2023	3,182.98
Total :				3,182.98
Total HDR ENGINEERING INC (133080):				3,182.98
<b>HUNTER CLEAN CARE (132654)</b>				
	36562	MOLD INSPECTION AND TESTING - CITY SHOP	06/02/2023	300.00
Total :				300.00
Total HUNTER CLEAN CARE (132654):				300.00
<b>JOHN ANDREW LLC (132867)</b>				
KEELE SANITATION	28085	LEGION FIELD PORTABLE RESTROOM RENTAL	06/13/2023	94.50
KEELE SANITATION	28086	MENTOCK PARK PORTABLE RESTROOM RENTAL	06/13/2023	94.50
Total :				189.00
Total JOHN ANDREW LLC (132867):				189.00
<b>KEN GARFF CHEYENNE (132839)</b>				
	1007481	3/4 Ton 4WD Pickup w/Flatbed and Snowplow (Rebid of Bid 2021-10)	05/05/2023	40,000.00



Secondary Name	Invoice	Description	Invoice Date	Total Cost
	1007481	3/4 Ton 4WD Pickup w/Flatbed and Snowplow (Rebid of Bid 2021-10)	05/05/2023	9,491.00
	1007594	New Patrol Vehicle	05/15/2023	40,200.00
	1007595	New Patrol Vehicle	05/15/2023	40,200.00
Total :				129,891.00
Total KEN GARFF CHEYENNE (132839):				129,891.00
<b>KINCHELOE PLUMBING AND HEATING (5750)</b>				
	156319	REPAIR BROKEN LINE AT SENIOR CENTER	05/25/2023	272.14
Total :				272.14
Total KINCHELOE PLUMBING AND HEATING (5750):				272.14
<b>KNOTEK, KEVIN (133258)</b>				
	BLD-0623-0011	REFUND OVERPAYMENT ON WINDOW GLASS PERMIT	06/22/2023	10.00
Total :				10.00
Total KNOTEK, KEVIN (133258):				10.00
<b>LEISURE IN MONTANA INC (131545)</b>				
	SAL27852-2	POOL CHEMICALS AND REAGENTS	06/08/2023	370.82
	SAL27852-2	POOL CHEMICALS AND REAGENTS	06/08/2023	370.82
Total :				741.64
Total LEISURE IN MONTANA INC (131545):				741.64
<b>LEROUX, INC (1400)</b>				
BOONES MACHINE SHOP/YANKEE CA	42833	WELDING REPAIRS ON RENTED BEDDING BOX	06/19/2023	330.00
Total :				330.00
Total LEROUX, INC (1400):				330.00
<b>MOSCA DESIGN INC (133255)</b>				
	36957	CHRISTMAS DECORATIONS	06/21/2023	11,352.79
Total :				11,352.79
Total MOSCA DESIGN INC (133255):				11,352.79
<b>NORTHWEST PIPE (7400)</b>				
	7945817	MEGALUGS AND 6" PIPE	06/19/2023	1,363.70
Total :				1,363.70
Total NORTHWEST PIPE (7400):				1,363.70
<b>ONE-CALL OF WYOMING (127665)</b>				
	67082-1	ONE - CALL FEES	05/03/2023	58.88-
	67082-1	ONE - CALL FEES	05/03/2023	58.88-
	67082-1	ONE - CALL FEES	05/03/2023	58.88-
	67082-1	ONE - CALL FEES	05/03/2023	58.86-
	67364	ONE - CALL FEES	06/08/2023	84.38
	67364	ONE - CALL FEES	06/08/2023	84.38

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	67364	ONE - CALL FEES	06/08/2023	84.38
	67364	ONE - CALL FEES	06/08/2023	84.36
Total :				102.00
Total ONE-CALL OF WYOMING (127665):				102.00
<b>PARK COUNTY ANIMAL SHELTER (5120)</b>				
	7012023	ANIMAL SERVICE CONTRACT - JULY 2023	07/01/2023	4,166.67
Total :				4,166.67
Total PARK COUNTY ANIMAL SHELTER (5120):				4,166.67
<b>PARK COUNTY SCHOOL DIST #6 (8970)</b>				
	138	WAM CONFERENCE RENTAL EXPENSE	06/14/2023	4,448.00
Total :				4,448.00
Total PARK COUNTY SCHOOL DIST #6 (8970):				4,448.00
<b>PAYTON, ROBERT (133257)</b>				
	146031604	ENCROACHMENT PERMIT DEPOSIT REFUND - 1038 PARK AVE	06/02/2023	150.00
Total :				150.00
Total PAYTON, ROBERT (133257):				150.00
<b>POINT ARCHITECTS LLC (133218)</b>				
	6244	CONSULTING SERVICES - MENTOCK PARK/SPLASH PAD RESTROOM FACILITY	05/31/2023	5,700.00
Total :				5,700.00
Total POINT ARCHITECTS LLC (133218):				5,700.00
<b>PURCELL TIRE AND RUBBER COMPANY (132837)</b>				
DBA: PURCELL TIRE AND SERVICE C	31213331	SANITATION TIRES	06/16/2023	881.60
DBA: PURCELL TIRE AND SERVICE C	31213515	SANITATION TIRES	06/16/2023	2,192.14
DBA: PURCELL TIRE AND SERVICE C	31213520	CREDIT FOR TIRE CASINGS	06/08/2023	400.00-
DBA: PURCELL TIRE AND SERVICE C	31213543	SANITATION TIRES	06/16/2023	801.98
Total :				3,475.72
Total PURCELL TIRE AND RUBBER COMPANY (132837):				3,475.72
<b>RANDOLPH, PRESTON A (130955)</b>				
CACTUS PRODUCTIONS LLC	1202	VIDEO SERVICE - P & Z MEETING	06/21/2023	500.00
Total :				500.00
Total RANDOLPH, PRESTON A (130955):				500.00
<b>ROBERSON, BENJAMIN G (132687)</b>				
SQUAD ROOM EMBLEMS	0250	UNIFORM PATCHES	06/23/2023	911.00
Total :				911.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total ROBERSON, BENJAMIN G (132687):				911.00
<b>ROCKY MOUNTAIN POWER (7570)</b>				
	06192023	UTILITIES	06/19/2023	27.15
	06192023	UTILITIES	06/19/2023	179.80
Total :				206.95
Total ROCKY MOUNTAIN POWER (7570):				206.95
<b>SABER PEST CONTROLL LLC (131183)</b>				
	PR100	PEST CONTROL - PARKS AND FIELDS	06/13/2023	360.00
	PR100	PEST CONTROL - PARKS SHOP	06/13/2023	80.00
Total :				440.00
Total SABER PEST CONTROLL LLC (131183):				440.00
<b>SECRETARY OF STATE (123386)</b>				
	05022023	FILING FEE - NOTARY PD	05/02/2023	60.00
Total :				60.00
Total SECRETARY OF STATE (123386):				60.00
<b>SHANE, MARK (133256)</b>				
	145976303	ENCROACHMENT PERMIT DEPOSIT REFUND - 1401 24TH ST	06/01/2023	150.00
Total :				150.00
Total SHANE, MARK (133256):				150.00
<b>SHREVE JR, DON (133167)</b>				
	062023	GRANT SEMINAR FOOD REIMBURSEMENT	06/14/2023	20.44
	062023	GRANT SEMINAR GAS REIMBURSEMENT	06/14/2023	62.03
Total :				82.47
Total SHREVE JR, DON (133167):				82.47
<b>STATE OF WYOMING - LIEAP (9580)</b>				
	062023	REFUND LIHWAP AMOUNT PAID IN ERROR	06/20/2023	20.92
Total :				20.92
Total STATE OF WYOMING - LIEAP (9580):				20.92
<b>SYSTEMS GRAPHICS INC (129162)</b>				
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	11.48
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	72.68
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	65.03
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	65.03
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	84.16
ADVANCED INFO SYSTEMS	16174	OUTSOURCE BILLS	06/19/2023	84.17
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	5.26
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	33.33
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	29.82
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	29.82

Secondary Name	Invoice	Description	Invoice Date	Total Cost
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	38.59
ADVANCED INFO SYSTEMS	16176	OUTSOURCE BILLS	06/26/2023	38.61
Total :				557.98
Total SYSTEMS GRAPHICS INC (129162):				557.98
<b>TRACTOR &amp; EQUIPMENT CO (9930)</b>				
	BLCS0812327	CAT BLADE CUTTING EDGES	06/15/2023	2,365.44
Total :				2,365.44
Total TRACTOR & EQUIPMENT CO (9930):				2,365.44
<b>US POSTMASTER (129112)</b>				
	0601623	2 MONTHS POSTAGE FOR UTILITY BILLING	06/16/2023	4,000.00
Total :				4,000.00
Total US POSTMASTER (129112):				4,000.00
<b>WALTERS EXCAVATION LLC (133253)</b>				
	53.1014.11	HYDRANT METER DEPOSIT REFUND	06/16/2023	471.85
Total :				471.85
Total WALTERS EXCAVATION LLC (133253):				471.85
<b>WELLS FARGO COMMERICAL CARD (132565)</b>				
	062323	Duty bag C19	06/23/2023	74.40
	062323	Monitor for C14 ** BUDGET FY23-24 **	06/23/2023	410.00
	062323	material return guard rail	06/23/2023	1,018.00-
	062323	Utilities	06/23/2023	7.43
	062323	Utilities	06/23/2023	2,425.92
	062323	Utilities	06/23/2023	.09
	062323	Utilities	06/23/2023	4,031.55
	062323	utilities	06/23/2023	14.12
	062323	Utilities	06/23/2023	899.02
	062323	Utilities	06/23/2023	1,028.14
	062323	Utilities	06/23/2023	440.74
	062323	Utilities	06/23/2023	766.02
	062323	Utilities	06/23/2023	13.94
	062323	Utilities	06/23/2023	17.06
	062323	Utilities	06/23/2023	6,006.89
	062323	Utilities	06/23/2023	6,003.68
	062323	Utilities	06/23/2023	22.06
	062323	Utilities	06/23/2023	422.03
	062323	Utilities	06/23/2023	13.94
	062323	Utilities	06/23/2023	6,813.16
	062323	Utilities	06/23/2023	13.94
	062323	Utilities	06/23/2023	1,385.51
	062323	Utilities	06/23/2023	13.94
	062323	Utilities	06/23/2023	45.45
	062323	Utilities	06/23/2023	424.45
	062323	Utilities	06/23/2023	13.94
	062323	Utilities	06/23/2023	1,260.61
	062323	Utilities	06/23/2023	1,260.60
	062323	toner	06/23/2023	38.99

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	soccer balls	06/23/2023	351.93
	062323	floor mats	06/23/2023	38.48
	062323	filter	06/23/2023	24.99
	062323	C03 car wash	06/23/2023	9.00
	062323	Utilities	06/23/2023	393.92
	062323	Cody Cares	06/23/2023	64.77
	062323	therapy toilet repair	06/23/2023	27.99
	062323	Auditorium electrical repairs	06/23/2023	119.50
	062323	electrical repairs to splash pad	06/23/2023	176.50
	062323	cleaning supplies	06/23/2023	51.05
	062323	soccer cones, bags and balls	06/23/2023	985.10
	062323	coffee, filters etc	06/23/2023	58.13
	062323	ICC Electrical Code Books	06/23/2023	530.00
	062323	Duty boots C17	06/23/2023	270.00
	062323	fr clothing	06/23/2023	234.46
	062323	Ink for the card printer	06/23/2023	199.99
	062323	UA/Evidence to Lab	06/23/2023	7.03
	062323	chain saw, grinder	06/23/2023	1,028.74
	062323	Keyless entry doorlock for Nichol Mall hands 2 help	06/23/2023	139.99
	062323	grinder wheels	06/23/2023	17.46
	062323	Shirts	06/23/2023	1,065.00
	062323	BATTERIES	06/23/2023	52.16
	062323	PINS, AIR DUSTER	06/23/2023	47.01
	062323	UA/Evidence to Lab 23-472	06/23/2023	7.03
	062323	C04 car wash	06/23/2023	9.00
	062323	C06 car wash	06/23/2023	9.00
	062323	anti sieze	06/23/2023	9.99
	062323	snacks for KOM	06/23/2023	52.80
	062323	lifeguard certifications	06/23/2023	164.00
	062323	Overnight mail	06/23/2023	53.19
	062323	Saw blades	06/23/2023	550.00
	062323	work boots	06/23/2023	146.99
	062323	nuts and bolts	06/23/2023	2.89
	062323	pump	06/23/2023	563.99
	062323	paint supplies	06/23/2023	27.17
	062323	mini excavator	06/23/2023	3,500.00
	062323	Bike patrol annual maintenance C23	06/23/2023	195.00
	062323	Trailer adapter	06/23/2023	14.99
	062323	UA/Evidence to Lab	06/23/2023	22.40
	062323	Utilities	06/23/2023	2,190.38
	062323	Utilities	06/23/2023	5.83
	062323	Utilities	06/23/2023	494.45
	062323	Utilities	06/23/2023	16,831.28
	062323	Utilities	06/23/2023	66.62
	062323	programming for KOM	06/23/2023	79.00
	062323	Service truck fuel sending unit	06/23/2023	49.87
	062323	C05 parts	06/23/2023	110.10
	062323	movie monday	06/23/2023	116.00
	062323	Movie monday.	06/23/2023	87.00
	062323	ROW clearing	06/23/2023	1,700.00
	062323	Duty boots C21	06/23/2023	423.28
	062323	CREDIT for sales tax charged	06/23/2023	5.70-
	062323	Trimmer maintenance	06/23/2023	21.62
	062323	Chief stars C16	06/23/2023	16.81
	062323	Irrigation	06/23/2023	45.52
	062323	Office Chair	06/23/2023	169.99
	062323	propane	06/23/2023	50.40
	062323	batteries, disp gloves	06/23/2023	24.97

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Measuring wheel	06/23/2023	104.12
	062323	Chief stars C16	06/23/2023	17.41
	062323	MEETING REFRESHMENTS	06/23/2023	34.53
	062323	C09 car wash	06/23/2023	11.00
	062323	galvanized rier parts	06/23/2023	48.20
	062323	CREDIT for duty shirt C23	06/23/2023	33.77-
	062323	Duty uniform/gear C23	06/23/2023	60.00
	062323	Duty belt, gloves, pants C21	06/23/2023	352.72
	062323	Duty shirt C23	06/23/2023	33.77
	062323	Uniform cleaning C16	06/23/2023	5.00
	062323	filter for power saw	06/23/2023	15.71
	062323	Duty shirts C23	06/23/2023	148.03
	062323	Come along	06/23/2023	59.99
	062323	band shell sound system	06/23/2023	71.96
	062323	repair clamp	06/23/2023	15.32
	062323	Solenoid valve	06/23/2023	375.00
	062323	Duty sunglasses C22	06/23/2023	122.41
	062323	Duty boots C10	06/23/2023	270.00
	062323	Heavy Duty Wagon for KOM	06/23/2023	138.99
	062323	WLECA Conference - Chaplain Rettinghouse	06/23/2023	196.00
	062323	Chief stars C16	06/23/2023	11.99
	062323	Cleaning	06/23/2023	39.98
	062323	Mowers	06/23/2023	648.68
	062323	Duty pants & shirts C14, C22	06/23/2023	1,152.00
	062323	Kleenex	06/23/2023	31.82
	062323	WAM TOUR	06/23/2023	4.00
	062323	pre employment drug test	06/23/2023	90.50
	062323	cleaning supplies	06/23/2023	16.96
	062323	Travel for Autopsy - Meal C23	06/23/2023	14.42
	062323	hard hat lights	06/23/2023	279.98
	062323	job posting service - GovJob (NEOGOV)	06/23/2023	1,906.00
	062323	Sign bolts	06/23/2023	18.98
	062323	A19 repairs	06/23/2023	154.00
	062323	Lamination pouches	06/23/2023	42.98
	062323	Flowers	06/23/2023	71.40
	062323	bandshell sound system	06/23/2023	19.96
	062323	Greenhouse	06/23/2023	8.99
	062323	mandrels, carbide bits, blades	06/23/2023	30.93
	062323	propane	06/23/2023	33.20
	062323	lifeguard certifications	06/23/2023	276.00
	062323	Grounds	06/23/2023	11.69
	062323	KOM supplies	06/23/2023	25.86
	062323	Inventory for Mini Golf	06/23/2023	60.19
	062323	bandshell sound system	06/23/2023	16.08
	062323	filters B25	06/23/2023	21.64
	062323	filters B25	06/23/2023	5.24
	062323	filters fittings stabile K32G	06/23/2023	87.94
	062323	filters A08 A21 A11 A07	06/23/2023	32.76
	062323	filters I10	06/23/2023	28.23
	062323	mic holder B16 wipers B31	06/23/2023	20.33
	062323	seal A104, mic holder ST, filters B17 B15 B14 D03, battery D05	06/23/2023	196.71
	062323	gear oil w/pump, battery cleaner, fuses	06/23/2023	361.57
	062323	filter PT06	06/23/2023	44.92
	062323	mic holder and step bars B05, filters C05 C07 C04 C01, rivet C01, bit C06	06/23/2023	418.92
	062323	handle B08	06/23/2023	110.89
	062323	filters B25	06/23/2023	70.25
	062323	Insoles C14	06/23/2023	49.95

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Laminator for back office	06/23/2023	343.15
	062323	Industrial supplies	06/23/2023	11.58
	062323	bandshell sound system	06/23/2023	5.98
	062323	toner	06/23/2023	27.09
	062323	KOM at the Movies	06/23/2023	350.00
	062323	Irrigation	06/23/2023	1,016.42
	062323	ICE MACHINE REPAIR/INSTALL	06/23/2023	57.32
	062323	Gloves	06/23/2023	53.97
	062323	WAM TOUR	06/23/2023	12.00
	062323	Carpet adhesive for mini golf course	06/23/2023	9.59
	062323	WAM TOUR	06/23/2023	324.00
	062323	junction box school zone lights	06/23/2023	48.57
	062323	A03 repairs	06/23/2023	139.95
	062323	Duty sunglasses C22	06/23/2023	101.00
	062323	CREDIT for sales tax charged C14	06/23/2023	5.20-
	062323	drinking water	06/23/2023	26.14
	062323	cone tops for lanes for swim lessons	06/23/2023	278.08
	062323	Undershirts C27, C28	06/23/2023	149.94
	062323	reusable water balloons	06/23/2023	97.98
	062323	Rick Rotary Dues 50% Aquatics	06/23/2023	84.38
	062323	Rick Rotary Dues 50%	06/23/2023	84.37
	062323	pvc repair parts	06/23/2023	33.31
	062323	Canyon ave sprinklers	06/23/2023	39.54
	062323	A03 repairs	06/23/2023	375.00
	062323	Duty boots C11	06/23/2023	233.95
	062323	screws for splash pad	06/23/2023	7.58
	062323	Rental	06/23/2023	452.25
	062323	Duty sunglasses C14	06/23/2023	121.26
	062323	Training C16	06/23/2023	95.00
	062323	meal expenses	06/23/2023	54.44
	062323	Training C14	06/23/2023	95.00
	062323	Duty shoes C14	06/23/2023	135.20
	062323	C16 car wash	06/23/2023	15.00
	062323	earplugs	06/23/2023	56.21
	062323	CO2	06/23/2023	50.45
	062323	Training C01	06/23/2023	95.00
	062323	gloves	06/23/2023	13.09
	062323	raw water repair parts	06/23/2023	7.35
	062323	microphone podium council chambers	06/23/2023	348.99
	062323	Food for bike rodeo C11	06/23/2023	5.18
	062323	comparators for chemicals	06/23/2023	30.66
	062323	broken water line at Sr. Center	06/23/2023	272.14
	062323	plumbing supplies	06/23/2023	9.55
	062323	WAM GOLF TOURNEY	06/23/2023	2,920.05
	062323	Plumbing	06/23/2023	265.29
	062323	PRE EMPLOYMENT DRUG TEST	06/23/2023	55.00
	062323	UA/Evidence to Lab	06/23/2023	7.03
	062323	Pickle ball spare keys to locks	06/23/2023	17.35
	062323	Telephone Service	06/23/2023	24.09
	062323	Telephone Service	06/23/2023	41.23
	062323	Telephone Service	06/23/2023	41.23
	062323	Telephone Service	06/23/2023	41.23
	062323	Phone Service	06/23/2023	122.47
	062323	Phone Service	06/23/2023	41.23
	062323	Phone Service	06/23/2023	41.23
	062323	Phone Service	06/23/2023	627.52
	062323	Phone Service	06/23/2023	164.92
	062323	Phone Service	06/23/2023	32.16

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Phone Service	06/23/2023	151.21
	062323	Phone Service	06/23/2023	40.01
	062323	Phone Service	06/23/2023	48.18
	062323	Phone Service	06/23/2023	242.50
	062323	Phone Service	06/23/2023	40.01
	062323	Phone Service	06/23/2023	70.07
	062323	Phone Service	06/23/2023	122.47
	062323	Phone Service	06/23/2023	234.06
	062323	Phone Service	06/23/2023	40.01
	062323	Phone Service	06/23/2023	41.23
	062323	Phone Service	06/23/2023	41.23
	062323	Phone Service	06/23/2023	13.61
	062323	Phone Service	06/23/2023	132.28
	062323	Phone Service	06/23/2023	13.06
	062323	Phone Service	06/23/2023	13.61
	062323	Phone Service	06/23/2023	96.15
	062323	Phone Service	06/23/2023	52.06
	062323	Phone Service	06/23/2023	14.02
	062323	Phone Service	06/23/2023	104.72
	062323	Phone Service	06/23/2023	44.71
	062323	Phone Service	06/23/2023	305.59
	062323	Phone Service	06/23/2023	145.53
	062323	Eye protection C13	06/23/2023	110.00
	062323	Mower tire	06/23/2023	18.33
	062323	Chief stars C16, Quiqlites C27, C28	06/23/2023	199.95
	062323	DEF	06/23/2023	232.31
	062323	foam board	06/23/2023	127.42
	062323	l06 repairs	06/23/2023	7.99
	062323	Car Wash	06/23/2023	15.00
	062323	Plumbing charge, receipt not available until 6.27.2023	06/23/2023	2.02
	062323	flashlights for babysitting class	06/23/2023	39.99
	062323	reusable water balloons	06/23/2023	95.98
	062323	Trailhead mainline	06/23/2023	561.30
	062323	Guard rail pipe	06/23/2023	1,114.00
	062323	Mounds softball	06/23/2023	121.02
	062323	De-escalation training C05	06/23/2023	1,399.00
	062323	Leaf blower	06/23/2023	199.99
	062323	l06 repairs	06/23/2023	17.99
	062323	WAM TOUR	06/23/2023	49.00
	062323	Plumbing charge, receipt not available until 6.27.2023	06/23/2023	6.12
	062323	Irrigation	06/23/2023	349.07
	062323	Duty boots C22	06/23/2023	202.95
	062323	Duty boots C06	06/23/2023	306.00
	062323	WAM RODEO TICKETS	06/23/2023	112.00
	062323	heat shrink	06/23/2023	112.68
	062323	Flashlight holder (1) C04 (3) Inventory	06/23/2023	47.92
	062323	Office Supplies	06/23/2023	21.87
	062323	batteries for CPR maniquins	06/23/2023	64.98
	062323	Clorox germicidal	06/23/2023	17.18
	062323	Water assessment	06/23/2023	290.97
	062323	G04 Glass	06/23/2023	302.22
	062323	community cpr	06/23/2023	180.00
	062323	Office chair replacements	06/23/2023	735.00
	062323	Irrigation	06/23/2023	3.45
	062323	RETURN duty shirts C09	06/23/2023	97.98-
	062323	Duty boots C13	06/23/2023	125.95
	062323	Toner	06/23/2023	110.89
	062323	Toner	06/23/2023	265.78



Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Credit card f ee	06/23/2023	7.25
	062323	Canyon ave sprinklers	06/23/2023	38.26
	062323	Seat organizer, gloves C04	06/23/2023	113.49
	062323	Wall rail	06/23/2023	66.32
	062323	Irrigation	06/23/2023	35.56
	062323	chains and locks for pickleball	06/23/2023	62.33
	062323	plumbing supplies	06/23/2023	79.17
	062323	WAM CONFERENCE	06/23/2023	198.27
	062323	G04 Stud	06/23/2023	12.52
	062323	Utilities	06/23/2023	156.90
	062323	Utilities	06/23/2023	87.62
	062323	Utilities	06/23/2023	1,615.39
	062323	Utilities	06/23/2023	56.45
	062323	Utilities	06/23/2023	194.07
	062323	Utilities	06/23/2023	541.56
	062323	Utilities	06/23/2023	541.56
	062323	Utilities	06/23/2023	72.40
	062323	Utilities	06/23/2023	87.62
	062323	Utilities	06/23/2023	194.07
	062323	Utilities	06/23/2023	159.00
	062323	Utilities	06/23/2023	199.95
	062323	Utilities	06/23/2023	98.35
	062323	Utilities	06/23/2023	89.11
	062323	WAM SNACK ITEMS	06/23/2023	83.12
	062323	Duty sunglasses C13	06/23/2023	149.35
	062323	Irrigation	06/23/2023	22.66
	062323	light bulbs for rec center	06/23/2023	130.48
	062323	G04 window frame	06/23/2023	367.65
	062323	Lt bars C14, C05	06/23/2023	28.80
	062323	C07 repairs	06/23/2023	138.78
	062323	Janitorial	06/23/2023	13.99
	062323	PD VACANCY AD	06/23/2023	1,098.60
	062323	SEASONAL VACANCIES	06/23/2023	192.00
	062323	SEASONAL VACANCIES	06/23/2023	192.00
	062323	SEASONAL VACANCIES	06/23/2023	192.00
	062323	LIQUOR LICENSE AD	06/23/2023	312.48
	062323	MARKETING AD	06/23/2023	400.00
	062323	WATER VACANCIES	06/23/2023	91.50
	062323	MINUTES AND OTHER LEGAL PUBLICATIONS	06/23/2023	1,632.96
	062323	UA/Evidence to Lab 23-436	06/23/2023	24.90
	062323	wheels for cleaning cart	06/23/2023	19.98
	062323	Cleaning	06/23/2023	17.99
	062323	WAM GOLF	06/23/2023	29.85
	062323	propane	06/23/2023	27.60
	062323	HEAT SHRINK	06/23/2023	53.28
	062323	KOM Movies	06/23/2023	280.00
	062323	Janitorial	06/23/2023	35.97
	062323	MARKETING ADS	06/23/2023	311.00
	062323	Sharps containers	06/23/2023	31.96
	062323	Irrigation	06/23/2023	762.45
	062323	WAM WED LUNCH RESOLUTION AND JPIC COMMITTEES	06/23/2023	308.00
	062323	MARKETING ADS	06/23/2023	240.00
	062323	concrete blocking	06/23/2023	145.08
	062323	WAM THURS PM BREAK FRIDAY AM BREAK SNACK	06/23/2023	2,240.00
	062323	Interview room remodel - CaseCracker	06/23/2023	2.79
	062323	Risk assessments	06/23/2023	244.60
	062323	lags	06/23/2023	17.99
	062323	ear plugs,glasses,gloves	06/23/2023	304.44

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Cutting wheels	06/23/2023	43.55
	062323	keys for mini golf file cabinet	06/23/2023	40.00
	062323	file cabinet for cash drawer and filing	06/23/2023	69.00
	062323	C01 repairs	06/23/2023	175.00
	062323	runners stampede	06/23/2023	57.24
	062323	runners stampede	06/23/2023	57.24
	062323	Plumbing	06/23/2023	28.98
	062323	GROUND ROD	06/23/2023	413.70
	062323	B36 repairs	06/23/2023	212.14
	062323	marking paint	06/23/2023	496.00
	062323	ARCHIEVE BOOKS	06/23/2023	493.00
	062323	Uniform return	06/23/2023	73.54
	062323	toilet diaphragm	06/23/2023	26.43
	062323	Sticky notes, spiral notebooks	06/23/2023	31.12
	062323	D01 hydraulics	06/23/2023	3,928.70
	062323	C08 parts	06/23/2023	456.35
	062323	Cody Cares	06/23/2023	610.14
	062323	Irrigation	06/23/2023	53.00
	062323	WAM RODEO	06/23/2023	224.00
	062323	Trash cans	06/23/2023	195.93
	062323	C21 Car wash	06/23/2023	9.00
	062323	3""PVC	06/23/2023	32.83
	062323	keyboard tray, paper trays, desk lamp	06/23/2023	18.19
	062323	keyboard tray, paper trays, desk lamp	06/23/2023	18.19
	062323	keyboard tray, paper trays, desk lamp	06/23/2023	18.19
	062323	keyboard tray, paper trays, desk lamp	06/23/2023	18.18
	062323	PREEMPLOYMENT DRUG TEST	06/23/2023	90.50
	062323	Coyote Peterson Cutout for Brave the Court	06/23/2023	94.84
	062323	propane	06/23/2023	32.00
	062323	Pencils for Mini Golf	06/23/2023	18.96
	062323	supplies for lunch training/meeting	06/23/2023	81.22
	062323	Cody Cares	06/23/2023	308.37
	062323	Cody Cares	06/23/2023	119.88
	062323	C11 Car wash	06/23/2023	4.93
	062323	WAM RODEO TICKETS	06/23/2023	224.00
	062323	chemicals and regents	06/23/2023	245.27
	062323	chemicals and regents	06/23/2023	245.26
	062323	Cody Cares	06/23/2023	24.95
	062323	sanitizer for spray bottles	06/23/2023	199.90
	062323	custodial supplies	06/23/2023	863.77
	062323	custodial supplies	06/23/2023	863.77
	062323	Cody Cares	06/23/2023	664.75
	062323	mouse pads for front desk	06/23/2023	6.57
	062323	Perler beads for KOM	06/23/2023	28.24
	062323	White Board for Adult Fitness	06/23/2023	28.34
	062323	UA/Evidence to Lab 15-1266	06/23/2023	10.45
	062323	repair parts for ice machine	06/23/2023	17.75
	062323	PD VACANCY	06/23/2023	960.00
	062323	WATER VACANCY	06/23/2023	104.00
	062323	SEASONAL VACANCY	06/23/2023	180.00
	062323	SEASONAL VACANCY	06/23/2023	180.00
	062323	fr clothing	06/23/2023	290.46
	062323	fr clothing	06/23/2023	570.40
	062323	WIRE TIES	06/23/2023	60.98
	062323	repair exterior lights at city hall	06/23/2023	110.00
	062323	replace coils on pool pump	06/23/2023	360.00
	062323	Trail maintenance	06/23/2023	102.50
	062323	Tape measure	06/23/2023	35.98

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	Duty belts (1)L - C04, (1)L Inventory, (1)XL C27	06/23/2023	418.42
	062323	fr clothing	06/23/2023	153.98
	062323	fr clothing	06/23/2023	524.93
	062323	thermostat for sanitation building	06/23/2023	51.98
	062323	faucet for rec center	06/23/2023	90.17
	062323	Food for De-escalation Training	06/23/2023	76.87
	062323	Label maker C14	06/23/2023	79.89
	062323	fr clothing	06/23/2023	181.97
	062323	snacks for KOM	06/23/2023	1,331.51
	062323	case of gloves	06/23/2023	303.02
	062323	F07 bolts	06/23/2023	11.67
	062323	C01 repairs	06/23/2023	639.15
	062323	curb riser pipe	06/23/2023	1,190.70
	062323	2 cycle oil	06/23/2023	17.91
	062323	Keys	06/23/2023	110.00
	062323	Toner	06/23/2023	104.89
	062323	Duty flashlight repair C19	06/23/2023	25.17
	062323	Classification folders	06/23/2023	25.22
	062323	WAM MINI OFFICE KITS	06/23/2023	563.22
	062323	fr clothing	06/23/2023	230.96
	062323	C10 cell phone case	06/23/2023	74.99
	062323	Electrical	06/23/2023	18.58
	062323	fr clothing	06/23/2023	370.96
	062323	CASELLE SQL SERVER	06/23/2023	13,160.54
	062323	galvanized fittings	06/23/2023	47.24
	062323	C17 Car wash	06/23/2023	15.00
	062323	KOM food.	06/23/2023	176.20
	062323	WBCO Building Conference	06/23/2023	184.00
	062323	RETURN duty sunglasses C19?	06/23/2023	121.68-
	062323	test leads	06/23/2023	79.98
	062323	label maker	06/23/2023	19.99
	062323	air purifier filter	06/23/2023	69.99
	062323	WAM CONFERENCE EXPENSES	06/23/2023	30.95
	062323	WAM CONFERENCE EXPENSES	06/23/2023	226.73
	062323	program supplies	06/23/2023	45.37
	062323	label maker refills	06/23/2023	13.49
	062323	RANDOM DRUG TEST	06/23/2023	125.00
	062323	Phone jack for speaker system	06/23/2023	8.89
	062323	Irrigation	06/23/2023	52.38
	062323	PAINT	06/23/2023	195.00
	062323	refreshments	06/23/2023	55.00
	062323	trailer adapter	06/23/2023	20.01
	062323	B15 lights	06/23/2023	79.98
	062323	WBCO Conference	06/23/2023	14.71
	062323	Disney for Kids programs	06/23/2023	10.99
	062323	fr clothing	06/23/2023	97.98
	062323	Phone jack for speaker system	06/23/2023	8.99
	062323	WAM CONFERENCE EXPENSE	06/23/2023	47.02
	062323	meal expense	06/23/2023	44.53
	062323	Utilities	06/23/2023	405.40
	062323	Utilities	06/23/2023	3.85
	062323	nuts/bolts for rock climbing wall in pool	06/23/2023	43.68
	062323	Rec Staff Shirts	06/23/2023	259.00
	062323	spotify	06/23/2023	15.99
	062323	HCA KOM Staff shirts	06/23/2023	1,002.00
	062323	liquid nails for panel coming off building	06/23/2023	5.99
	062323	WBCO Building Conference	06/23/2023	27.05
	062323	Vest carrier C16	06/23/2023	318.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	062323	WAM CONFERENCE EXPENSES - COFFEE	06/23/2023	115.35
	062323	Toner	06/23/2023	110.89
	062323	Maintenance Staff Shirts	06/23/2023	295.00
	062323	B11 repairs	06/23/2023	8.66
	062323	fuel placard K32G	06/23/2023	18.30
	062323	nuts bolts for rock climbing wall in pool	06/23/2023	49.12
	062323	Uniform embroidery	06/23/2023	246.00
	062323	Uniform embroidery	06/23/2023	60.96
	062323	Staff shirts - authorization given from MF	06/23/2023	2,472.00
	062323	Printer C31	06/23/2023	398.99
	062323	Brass order, repair clamp	06/23/2023	1,533.27
	062323	brass order, repair clamp	06/23/2023	1,533.26
	062323	trash hook	06/23/2023	53.98
	062323	snap bolts	06/23/2023	11.97
	062323	leather gloves	06/23/2023	78.96
	062323	Food for bike rodeo C11	06/23/2023	33.93
	062323	Hose	06/23/2023	39.99
	062323	Tools	06/23/2023	24.99
	062323	Industrial suppliers	06/23/2023	19.99
	062323	C01 repairs	06/23/2023	9.88
	062323	fitness equipment	06/23/2023	43.99
	062323	Pen refills	06/23/2023	45.68
	062323	Envelopes	06/23/2023	33.18
	062323	industrial supplies	06/23/2023	19.99
	062323	Acytylene refill, marking pen	06/23/2023	53.76
	062323	WAM BAGS	06/23/2023	228.42
	062323	Hand towels	06/23/2023	389.66
	062323	Cables for server migration	06/23/2023	979.23
	062323	coffee and sponges	06/23/2023	15.16
	062323	coffee and sponges	06/23/2023	28.14
	062323	detergent and glass cleaner	06/23/2023	24.46
	062323	Irrigation	06/23/2023	12.78
	062323	valve for dump station	06/23/2023	53.73
	062323	map gas	06/23/2023	12.83
	062323	FirstNet Service C31	06/23/2023	368.64
	062323	FirstNet Service C23, C17	06/23/2023	459.27
	062323	Safety boots	06/23/2023	180.00
	062323	Tiny tots graduation cake	06/23/2023	18.99
	062323	Drinks for bike rodeo C11	06/23/2023	11.06
	062323	WAM cooling towels	06/23/2023	9.85
	062323	WAM GOLF	06/23/2023	24.97
	062323	Sheet protectors	06/23/2023	26.89
	062323	Nitrile gloves	06/23/2023	71.60
	062323	C01 Glass	06/23/2023	998.27
	062323	WAM golf balls	06/23/2023	24.97
	062323	C06 Car wash	06/23/2023	9.00
Total :				159,114.72
Total WELLS FARGO COMMERICAL CARD (132565):				159,114.72
<b>WESCO DISTRIBUTION CORP (131137)</b>				
WESCO/KVA/MODERN WHOLESALE	987548	REPAIR SPLICES	06/07/2023	420.00
Total :				420.00
Total WESCO DISTRIBUTION CORP (131137):				420.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
<b>WESTERN UNITED ELECTRIC SUPPLY (10605)</b>				
	6089935	DOUBLE COIL WASHERS	06/16/2023	57.00
Total :				57.00
Total WESTERN UNITED ELECTRIC SUPPLY (10605):				57.00
<b>WOODS, JADE (130585)</b>				
	55958490	REC CENTER REFUND	06/26/2023	75.00
Total :				75.00
Total WOODS, JADE (130585):				75.00
<b>WYOMING CHILD SUPPORT (132047)</b>				
	62323	Garnishment Remittance # 227551	06/23/2023	430.15
Total :				430.15
Total WYOMING CHILD SUPPORT (132047):				430.15
<b>WYOMING CONFERENCE OF BUILDING OFFICIALS (124777)</b>				
	06232023	WCBO MEMBERSHIP DUES FY23-24	06/23/2023	50.00
Total :				50.00
Total WYOMING CONFERENCE OF BUILDING OFFICIALS (124777):				50.00
<b>WYOMING DEPT OF AGRICULTURE (123502)</b>				
	3YHR-C6XJ	LICENSE RENEWAL - SPLASH PAD	06/30/2023	50.00
Total :				50.00
Total WYOMING DEPT OF AGRICULTURE (123502):				50.00
<b>WYOMING LAW ENFORCEMENT ACADEMY (10900)</b>				
FISCAL DIVISION	C-12018	EVO INSTRUCTOR RE-CERT C07	05/16/2023	33.00
Total :				33.00
Total WYOMING LAW ENFORCEMENT ACADEMY (10900):				33.00
<b>WYOMING MUNICIPAL POWER AGENCY (10920)</b>				
	202305-1	DEMAND PURCHASE - MAY 2023	06/15/2023	326,311.30
	202305-1	POWER PURCHASE - MAY 2023	06/15/2023	292,598.07
Total :				618,909.37
Total WYOMING MUNICIPAL POWER AGENCY (10920):				618,909.37
<b>YELLOWSTONE ELECTRIC INC (133040)</b>				
	40362	PRETREATMENT BUILDING EXTERIOR LIGHTS	05/30/2023	115.00
	40374	LIFT STATION ELECTRIC WORK	06/15/2023	425.00
	40514	LIFT STATION ELECTRIC WORK	06/19/2023	442.07
Total :				982.07

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total YELLOWSTONE ELECTRIC INC (133040):				982.07
Grand Totals:				1,242,842.87
Payroll 6/18/23				297,957.63
Total				1,540,800.50

Report Criteria:  
Invoice.Detail.Input date = 06/27/2023  
Invoice.Batch = {NOT LIKE} "1"

## **AGENDA ITEM SUMMARY REPORT**

### **Caselle Software Maintenance and Support Agreement**

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

Authorize the Mayor to sign the maintenance and support agreement between the City of Cody and Caselle, Inc, contingent upon review and approval by the City Attorney.

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

In January 2023, staff presented a request to the City Council to purchase an SQL server in order to transition the Caselle accounting system from a hosted environment back to a client-server environment. The request was approved and the server has been purchased and provisioned.

A new agreement is required for annual software maintenance. The cost of the new agreement includes a one-time upfront licensing fee of \$8,974 and a monthly support fee of \$4,255. The annual cost for the new agreement will be \$51,060 which is \$21,969 less than the hosted agreement. Once this agreement has been signed, we can begin the data migration to the new server.

#### **FISCAL IMPACT**

The new agreement will be in effect starting in FY24 and the cost is already included in the approved FY24 budget for software support.

#### **ATTACHMENTS**

1. Caselle software and services proposal
2. Software maintenance and support agreement



*Caselle*® Software & Services Proposal

# City of Cody, WY

**June 26, 2023**

(Valid for 90 days)

From:

Farrah Brown, Customer Relationship Manager  
fkb@caselle.com



Caselle® Software & Services Proposal  
City of Cody, WY  
June 26, 2023

**Proposal Summary**

Total Software License	\$8,974
	<hr/>
<b>Total Investment</b>	<b>\$8,974</b>
	<hr/> <hr/>

The City is moving from a Hosted environment to Server.  
The Total proposal price of \$8,974 is required with order.  
Monthly Software Assurance will be \$4,255.

I have read and agree to all terms & conditions proposed herein.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date

# SOFTWARE MAINTENANCE & SUPPORT AGREEMENT (SOFTWARE ASSURANCE)

CASELLE, INC.  
1656 S. East Bay Blvd.  
Suite 100  
Provo, UT 84606  
("Caselle")

and

CITY OF CODY  
1338 Rumsey Ave  
PO Drawer 2200  
Cody, WY 82414  
("You" or "Your")

agree that Caselle will provide You with unlimited telephone support on Caselle's Software, for the purpose of answering Your questions, giving usage instructions, providing updates and attempting to resolve problems on a best efforts basis, for the consideration of \$4,655.00 monthly, less a Pre-Release Discount of \$400, subject to the following terms and conditions:

## Availability

Support calls, covered by this Agreement, will be answered by Caselle's Support Center, on the designated support telephone number, between 7:30 am and 5:30 pm Mountain Time, Monday through Friday, except holidays.

## Coverage

This Maintenance & Support Agreement covers all Caselle application software licensed to You. It does not cover third party software or products. Support may, on a best efforts basis, be provided for third party products, such as operating systems and hardware. Extended, after hours support may be billable at Caselle's regular hourly billing rate.

## Charges

Charges cover Software presently installed and will remain fixed for one year providing You license no new applications. If You license new applications or change user levels, charges will be modified. Following the first year, charges may be increased, at Caselle's discretion.

## Updates

Caselle will provide program updates within the same operating system through normal software releases at no extra charge. Additional software packages, add-on modules and custom programming are not covered by this Agreement and will be billed at current rates. Caselle will determine which enhancements and/or materials will be part of a software release, add-on package or custom programming.

## Upgrades

Caselle will provide the initial software upgrade to the current version at no additional charge as long as this agreement remains in effect for a period of five (5) years. Caselle will continue to provide upgrades within the same operating system at no extra charge if this agreement is still in effect at the time the upgrade is made available and if this agreement is not cancelled or terminated.

## Term and Termination

This Agreement is effective for one year from the date of the Agreement. Thereafter, it will automatically be renewed monthly, unless either party gives written notice of termination, at least 30 days in advance. If the Agreement is terminated Caselle will honor commitments to support You until the date of termination.

## Payment

Payment terms shall be monthly in advance in U.S. Dollars and shall not be considered received until Your check clears the banking process. Any charges or costs incurred in the collection of Your check, due to insufficient funds or any other reason, shall be reimbursed by You. Late payments shall be subject to extra charges. If payment is not received when due, Caselle reserves the right to suspend Your support until payment is received. Such suspension will not relieve You of payment obligation.

## Limitations of Remedies

Your Remedies. Your sole and exclusive recourse and remedy for any loss, including your right to recover damages shall be as set forth in this Section. Caselle's liability with respect to any and all actual losses incurred during the Term (or a Renewed Term) of the Agreement shall not exceed the amount paid by You to Caselle at the last billing. You shall provide Caselle with documentation sufficient to demonstrate any expenses that You actually incurred for which You seek damages from Caselle. Caselle shall not be responsible for any loss incurred by You from a claim that is settled or compromised by You without the prior written approval of Caselle.

No Liability for Consequential Damages. In no event shall Caselle be liable to You or to any third party for any indirect, special, punitive, incidental, consequential or compensatory losses, damages, claims or causes of action in excess of the amount of compensation paid hereunder, including, but not limited to, those arising from loss of business or profits or any other economic loss, even if Caselle was aware of the possibility of such damages.

## General

(a) You shall not assign, sublicense or transfer any of Your rights under this Agreement without the prior written consent of Caselle.

(b) This Agreement shall be governed and construed in accordance with the laws of the State of Utah. If any part of this Agreement violates applicable law that part of the Agreement shall be deemed to be amended to the extent necessary to comply with the law.

(c) This Agreement constitutes the entire agreement between Caselle and You and supersedes any prior agreement or understanding, written or oral relating to support services. Except as provided herein, this Agreement may not be varied, amended or supplemented except in writing and properly executed by both parties.

(d) If any provision of this Agreement shall be adjudged by a court to be void or unenforceable, the same shall in no way affect any other provision of this Agreement or the validity or the enforceability of this Agreement.

(e) All rights and remedies provided herein are cumulative and are in addition to all other rights and remedies available at law or equity.

(f) In the event either party successfully takes legal action to enforce any provision of this Agreement the non-prevailing party shall pay full costs and expenses of such action, including reasonable attorney's fees.

(g) Any notice required by this Agreement shall be deemed to have been properly given if sent by registered or certified mail to the address stated above or such other address as may be designated in writing by either party.

(h) The waiver of any breach or default of this Agreement shall constitute a waiver only as to such particular breach or default and shall not constitute a waiver of any other breach or default.

(i) Caselle shall not be held liable for delays in any of its performance resulting from acts of God, war, civil disturbance, court order, labor dispute or any other cause beyond its control.

The signatures below indicate each party's acceptance of this Agreement. Each party has caused this agreement to be executed by its duly authorized representative.

CASELLE, INC.

By: 

Name & Title: Alan S. Hutchings, President

Date: June 26, 2023

CITY OF CODY

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

MEETING DATE: JULY 5, 2023  
DEPARTMENT: PARKS, RECREATION &  
PUBLIC FACILITIES  
PREPARED BY: MIKE FINK  
PRESENTED BY: RICK MANCHESTER

## **Cody City Hall / Nichol Mall HVAC System Replacement**

### **ACTION TO BE TAKEN**

Request City Council to accept the bid from Casper Tin Shop for the HVAC system replacement at City Hall / Nichol Mall.

### **SUMMARY OF INFORMATION**

The City Council had taken action to approve the funding of the HVAC replacement for City Hall and the Nichol Mall side of City Hall. The money allocated was \$250,000.

The scope of work will include the replacement of 5 roof top units with code required fresh air, economizers, enhanced filtration and UV lights for City Hall.

We had three companies that put in bids for the project. The low bid was from Casper Tin Shop at \$127,585.00.

We would like to recommend that the City of Cody accept the bid with Casper Tin Shop to replace the roof top units on Nichol Mall with the cost not to exceed \$127,585.00.

### **FISCAL IMPACT**

Casper Tin Shop bid not to exceed \$127,585.00.

### **ALTERNATIVES**

1. Accept the bid from Casper Tin Shop.
2. Deny the bid.

### **ATTACHMENTS**

Bid document summary.

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

Rick Manchester, Parks, Recreation & Public Facilities Director (307) 587-0400  
Mike Fink, Public Facilities and Recreation Superintendent (307) 587-0400  
Todd Meling, Engineer, ACE - Billings, Montana  
Jason LeDoux, Partner - Casper Tin Shop (307) 235-9080

# Memo

To: Mike Fink  
From: Todd Meling – PE, LEED AP, Vice President  
Date: 4-20-2023  
Re: Cody City Hall HVAC Improvements  
A.C.E. Job #22BL5520

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Mike,

I have reviewed the bids for the subject project and found that Casper Tin has provided the lowest responsible bid. I do not have personal experience working with them. However, in a public bid situation, that is sometimes the case.

I have called and discussed the bid with Casper Tin and they have no reservations moving forward. Therefore, we recommend the City move forward with Casper Tin Shop.

The summary of the bids is shown below.

Project Name:	Cody City Hall HVAC Renovations		
ACE project Number:	5520		
Owner:	City of Cody		
Engineer's Estimate - November 2022: \$118,000			
Contractor:	Norpac	Rawhide Mechanical	Casper Tin Shop
	\$	\$	\$
Bid:	149,404.00	191,191.00	127,585.00
Addendums Acknowledged	Yes	1,2	1,2
Bid Bond Included	Yes	Yes	Yes
Bid Due Date	4/18/2023 11:00		
Date Bid Received	4/18/2023	4/18/2023	4/18/2023
Time Bid Received	11:00 AM	11:00 AM	11:00 AM
Apparent Low Bidder	No	No	Yes
Resident Contractor	No	Yes	Yes



MEETING DATE: JULY 5, 2023

DEPARTMENT: PUBLIC WORKS - STREETS

PREPARED BY: PHILLIP M. BOWMAN, P.E.

PRESENTED BY: PHILLIP M. BOWMAN, P.E.

## AGENDA ITEM SUMMARY REPORT



### **Resolution 2023-13 – A Resolution authorizing submission of an application for federal funding through the Transportation Alternatives Program administered by the Wyoming Department of Transportation**

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

Consider approval of Resolution 2023-13, and authorize the Mayor and/or Public Works Director to sign all application materials and associated documents to seek federal funding for the 2024 Pedestrian and ADA Improvements Project through the Transportation Alternatives Program (TAP) administered by the Wyoming Department of Transportation (WYDOT).

#### **SUMMARY OF INFORMATION**

Through development of the City of Cody FY 2024 Budget, City Staff proposed to the City Council to submit a grant application and seek federal funding through the Transportation Alternatives Program (TAP) for the 2024 Pedestrian and ADA Improvements Project. The proposed project will include pedestrian crossing improvements with a Pedestrian Hybrid Beacon (PHB) at the intersection of Big Horn Avenue and Freedom Street, a multi-use pathway along the west side of Robert Street from Big Horn Avenue to E Street, and pedestrian and ADA ramp improvements around the Cody High School and Beck Avenue / 10<sup>th</sup> Street intersection. The grant will apply for \$1,000,000 of grant funding, and the local match required from the City is a minimum of 9.51% for an amount of \$105,100. If the grant is awarded, the total funding available for the project will be \$1,105,100.

It is required that the City Council formally approve a Resolution to seek the funding and submit the signed Resolution as an attachment to the grant application package. The grant application will be completed by City Staff and submitted prior to the July 17, 2023 deadline.

#### **FISCAL IMPACT**

If the TAP grant application is approved by WYDOT, the City will need to fund a total of \$105,100 for the required local cash match. The funding of the local cash match will require a future budget amendment to the recently approved FY 2024 Budget. It is anticipated that local cash match will be drawn from the Capital Improvements Fund, and the budget amendment will be presented for City Council approval prior to execution of the WYDOT Cooperative Agreement for the grant.

#### **ATTACHMENTS**

1. Resolution 2023-13

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

**RESOLUTION 2023 - 13**

**A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR  
FEDERAL FUNDING THROUGH THE TRANSPORTATION ALTERNATIVES  
PROGRAM ADMINISTERED BY THE WYOMING DEPARTMENT OF  
TRANSPORTATION FOR THE CITY OF CODY FOR THE PURPOSES OF THE  
2024 PEDESTRIAN AND ADA IMPROVEMENTS PROJECT.**

**WITNESSETH**

WHEREAS, the governing body for the City of Cody desires to participate in the Transportation Alternatives Program (TAP) to assist in funding this project;

WHEREAS, the governing body for the City of Cody recognizes the need for the project;

WHEREAS, TAP requires that federal funding criteria be met, and the City of Cody agrees to ensure satisfaction of all requirements;

WHEREAS, the City of Cody acknowledges that if funded, the TAP project shall be completed prior to December 31, 2026;

WHEREAS, the governing body for the City of Cody agrees to set aside a minimum of One hundred five thousand one hundred dollars ( \$105,100 ) as a line item in its budget for the required nine and fifty-one hundredths percent (9.51%) local cash match on the project;

WHEREAS, the governing body for the City of Cody acknowledges TAP is funded on a reimbursement basis and all invoices must be 100% paid by the City of Cody prior to reimbursement through TAP (90.49% Federal Reimbursement). The City of Cody acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by the City of Cody of all funds reimbursed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY for the City of Cody that a funding application requesting One million dollars ( \$1,000,000 ) in federal TAP funding be submitted to the Wyoming Department of Transportation – TAP for consideration to assist in funding the 2024 Pedestrian and ADA Improvements Project.

BE IT FURTHER RESOLVED, THAT Phillip M. Bowman, Public Works Director / City Engineer, is hereby designated as the Project Administrator for the City of Cody to act on behalf of the governing body on all matters relating to this funding application.

PASSED, APPROVED AND ADOPTED this 5<sup>th</sup> day of July, 2023.

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Matt Hall, Mayor, City of Cody

ATTEST:

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Cynthia Baker, Administrative Services Director

MEETING DATE: JULY 5, 2023

DEPARTMENT: PUBLIC WORKS - STREETS

PREPARED BY: PHILLIP M. BOWMAN, P.E.

PRESENTED BY: PHILLIP M. BOWMAN, P.E.

## AGENDA ITEM SUMMARY REPORT



### **Consider approval of a Right-of-Way Easement and Quit Claim Deed to the Transportation Commission of Wyoming for property at the intersection of Blackburn Street and Big Horn Avenue**

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

Consider approval of a Quit Claim Deed and Right-of-Way Easement to transfer property and easement rights to the Transportation Commission of Wyoming at the intersection of Blackburn Street and Big Horn Avenue.

#### **SUMMARY OF INFORMATION**

The Wyoming Department of Transportation (WYDOT) is preparing the design of improvements at the intersection Blackburn Street and Big Horn Avenue. The improvements will include a full traffic signal and associated pedestrian curb ramps and crosswalks. Through the preliminary design of the project, WYDOT has identified parcels of property that are currently owned by the City of Cody as Right-of-Way that need to be transferred to WYDOT for completion of the project.

The QUIT CLAIM DEED document will transfer ownership of three (3) parcels of property labeled as 5D, 5E, and 5F with a total area of 308 square feet. Upon execution of this document by the Mayor, the City will transfer full ownership of these parcels to WYDOT and the parcels will be considered part of the WYDOT Right-of-Way for Big Horn Avenue.

The RIGHT OF WAY EASEMENT document will grant easement rights to WYDOT for construction, access, and maintenance of improvements constructed with the project on four (4) portions of City owned Right-of-Way in Blackburn Street. These parcels are labeled as 5, 5A, 5B, and 5C, and have a total area 2,504 square feet. The City will continue to own these parcels as Blackburn Street Right-of-Way, and the document only grants the rights stated to WYDOT.

Once the project is completed, WYDOT will be responsible for maintenance of the roadway (asphalt or concrete pavement) and traffic signal. Per WYDOT Operating Policy 40-2, the City of Cody will be responsible for the maintenance of the curb, gutter, sidewalk, and pedestrian ramp improvements placed with the project.

The QUIT CLAIM DEED and RIGHT OF WAY EASEMENT documents have been reviewed by the City Attorney, and are ready for signature by the Mayor if approved.

#### **FISCAL IMPACT**

There is minimal fiscal impact for the City associated with this action, and traffic operations within the City will benefit from the placement of a traffic signal at the intersection of Big Horn Avenue and Blackburn Street. The City will have some additional cost associated with the maintenance of curb, gutter, sidewalk, and pedestrian ramps completed with the project.

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

**ATTACHMENTS**

1. QUIT CLAIM DEED document
2. RIGHT OF WAY EASEMENT document
3. Exhibit A graphically showing Parcels 5 through 5F (informational only)
4. WYDOT Operating Policy 40-2 (informational only)



## QUITCLAIM DEED

That for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable considerations, the receipt of which is hereby acknowledged and confessed, City of Cody, hereinafter called the grantor, hereby remises, releases and quitclaims to **THE TRANSPORTATION COMMISSION OF WYOMING**, 5300 Bishop Blvd., Cheyenne, WY 82009-3340, its assigns or successors herein called the grantee, the following described lands located in the County of Park and State of Wyoming, to-wit:

### **Parcel No. 5D** **WYDOT Project No. N291068**

A Parcel of land situate in Tract 40, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the southeast property corner as described in that certain Warranty Deed recorded April 26, 2006 in Document No. 2006-3039 of the Park County Records, monumented by a 2 inch Aluminum Cap;

thence S. 89° 57' 49.0" W. a distance of 17.35 feet, to the southwest property corner as described in said Warranty Deed, Basis of Bearing;

thence N. 45° 01' 11.4" E. a distance of 24.31 feet;

thence S. 00° 24' 44.6" E. a distance of 17.20 feet to the point of beginning.

The above-described parcel of land contains 149 square feet, more or less

### **Parcel No. 5E** **WYDOT Project No. N291068**

A portion of land in Lot 2, Fair Acres West Subdivision, situate in Tract 40, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the northwest property corner as described in that certain Warranty Deed recorded February 01, 2006 in Document No. 2006-871 of the Park County Records, monumented by a 2 inch Aluminum Cap, also the beginning of a curve, concave northerly, the radius of which is 36.00 feet;

thence easterly along said curve through a central angle of 41° 01' 32.0", an arc distance of 25.78 feet, a chord bearing of S. 69° 28' 14.6" E., a chord distance of 25.23 feet;

thence S. 01° 49' 40.8" W. a distance of 3.48 feet from which the southeast corner of Lot 1, Fair Acres West Subdivision, bears N. 89° 58' 45.0" E. a distance of 245.34 feet, monumented by a Brass Cap, Basis of Bearing;

thence S. 89° 58' 45.0" W. a distance of 23.43 feet;

thence N. 00° 23' 32.0" W. a distance of 12.33 feet to the point of beginning.

The above-described parcel of land contains 147 square feet, more or less.

### **Parcel No. 5F** **WYDOT Project No. N291068**

A Parcel of land situate in Tract 71, T. 53 N., R101W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the northeasterly property corner as described in that certain Warranty Deed recorded November 01, 2005 in Document No. 2005-8107 of the Park County Records, monumented by a 2 inch Aluminum Cap from which the southeast property corner of that certain Warranty Deed, recorded April 17, 2008 in Document No. 2008-2993 of the Park County Records, bears S. 00° 09' 12.4" E. a distance of 380.86 feet, monumented by a 2 inch Aluminum Cap, Basis of Bearing;

thence S. 00° 09' 12.4" W. a distance of 2.95 feet to the beginning of a curve, concave northerly, the radius of which is 24.50 feet;

thence westerly along said curve through a central angle of 28° 25' 25.6", an arc distance of 12.15 feet, a chord bearing of N. 75° 47' 14.5" W., a chord distance of 12.03 feet;

The above-described parcel of land contains 11 square feet, more or less.

Grantor conveys and quitclaims to the grantee all the estate, right, title, interest, property, claim demand whatsoever, in law as in equity, and any and all after acquired title of the grantor, in or to the above described premises and every part and parcel thereof, with the appurtenances, tenements and hereditaments there unto belonging.

Grantor releases and waives any and all rights under and by virtue of the Homestead Exemption Laws of this State.

Matt Hall, Mayor, City of Cody  
(Grantor)

ATTEST:

Cynthia Baker, Administrative Services Director

## ACKNOWLEDGMENT

STATE OF WYOMING )  
 )§  
COUNTY OF PARK )

The foregoing instrument was subscribed and sworn to before me by Matt Hall, Mayor, City of  
Cody, this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Witness my hand and official seal.

My commission expires:

NOTARY PUBLIC

## RIGHT OF WAY EASEMENT

That for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable considerations, the receipt of which is hereby acknowledged and confessed, City of Cody, hereinafter called the grantor, hereby grants to **THE TRANSPORTATION COMMISSION OF WYOMING**, 5300 Bishop Blvd., Cheyenne, WY 82009-3340, its assigns or successors herein called the grantee, the right to lay out, construct, inspect, operate and maintain a road for the benefit of the public being over, across and upon the following described lands located in the County of Park and State of Wyoming, to-wit:

### **Parcel No. 5** **WYDOT Project No. N291068**

A Parcel of land situate in Tract 40, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the southeast property corner as described in that certain Warranty Deed recorded April 26, 2006 in Document No. 2006-3039 of the Park County Records, monumented by a 2 inch Aluminum Cap from which the southwest property corner bears S. 89° 50' 23.5" W. a distance of 17.35 feet, monumented by an Aluminum Cap, Basis of Bearing;

thence N. 00° 24' 44.6" E. a distance of 25.09 feet;

thence N. 89° 57' 49.0" E. a distance of 7.74 feet;

thence S. 00° 24' 44.6" W. a distance of 25.09 feet;

thence S. 89° 57' 49.0" W. a distance of 7.74 feet to the point of beginning.

The above-described parcel of land contains 194 square feet, more or less.

### **Parcel No. 5A** **WYDOT Project No. N291068**

A Parcel of land situate in Tract 40, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the southwest property corner as described in that certain Warranty Deed Recorded February 1, 2006 in Document No. 2006-871 of the Park County Records, monumented by a 2 inch Aluminum Cap from which the southeast corner of Lot 1, Fair Acres West Subdivision, bears S. 00° 09' 12.4" E. a distance of 377.91 feet, monumented by a Brass Cap, Basis of Bearing;

thence S. 89° 58' 45.0" W. a distance of 25.31 feet;

thence N. 00° 23' 32.0" E. a distance of 40.44 feet;

thence N. 89° 58' 45.0" E. a distance of 25.31 feet to the easterly right of way boundary of Blackburn Street;

thence along said boundary S. 00° 23' 32.0" W. a distance of 40.44 feet to the point of beginning.

The above-described parcel of land contains 1,024 square feet, more or less.

### **Parcel No. 5B** **WYDOT Project No. N291068**

A Parcel of land located in Lot 1 Amended Final Plat Thompson Minor Subdivision, situate in Tract 71, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

**BEGINNING** at the northeasterly property corner as described in that certain Warranty Deed recorded October 12, 2005 in Document No. 2005-7556 of the Park County Records, monumented by a 2 inch Aluminum Cap;

thence S. 44° 55' 29.4" W. a distance of 34.76 feet;

thence along the easterly boundary of Blackburn Street S. 00° 17' 06.7" E. a distance of 4.78 feet from which the southeast property corner of said Warranty Deed bears S. 00° 17' 06.7" E. a distance of 145.65 feet, monumented by a 2 inch Aluminum Cap, Basis of Bearing;

The above-described parcel of land contains 560 square feet, more or less.

A Parcel of land located in Tract 71, T. 53 N., R. 101 W., of the 6th P.M., Park County, Wyoming, described by metes and bounds as follows:

thence S. 89° 57' 39.3" E. a distance of 23.10 feet;

thence S. 00° 09' 12.4" E. a distance of 31.43 feet;

thence N. 89° 57' 39.3" W. a distance of 23.10 feet to the westerly boundary of Blackburn Street from which the southeast property corner as described in that certain Warranty Deed recorded April 17, 2008 in Document No. 2008-2993 of the Park County Records, bears S. 00° 09' 12.4" E. a distance of 349.43 feet, Basis of Bearing;

thence N. 00° 09' 12.4" W. a distance of 31.43 feet to the point of beginning.

The above-described parcel of land contains 726 square feet, more or less.

Grantor will not use, or permit to be used, said land for any purpose whatsoever; that exclusive use is hereby granted to the grantee.

Grantor grants the right of ingress and egress to and from said land for any and all purposes necessary and incident to the exercise by the grantee, and the public, of the rights granted by this conveyance.

The grant herein contained is an easement and shall be perpetual so long as the main traveled portion of said land is used for the aforementioned purposes, and whether or not actually fenced or used in its entirety for the aforementioned purposes.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Matt Hall, Mayor, City of Cody  
(Grantor)

ATTEST:

Cynthia Baker, Administrative Services Director

## ACKNOWLEDGMENT

STATE OF WYOMING )  
 )§  
COUNTY OF PARK )

The foregoing instrument was subscribed and sworn to before me by Matt Hall, Mayor, City of

Cody, this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Witness my hand and official seal.

My commission expires:

\_\_\_\_\_  
NOTARY PUBLIC

STATE OF WYOMING	PROJ. NO. <b>N291068</b>	SHEET NO. <b>8</b>	TOTAL SHEETS <b>93</b>
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T. 53 N. R. 101 W.  
TRACT 40

FAIR ACRES WEST  
SUBDIVISION  
LOT 2

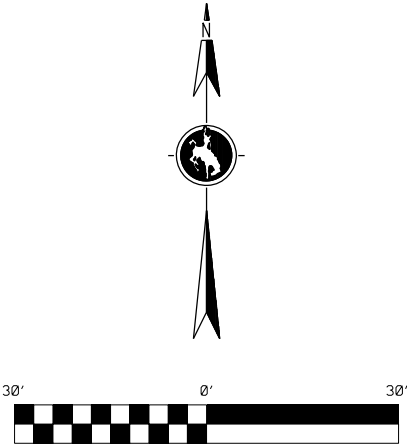
C.H.I. INDUSTRIAL PARK  
LOT 8

BAKER HUGHES OILFIELD  
OPERATIONS, INC.

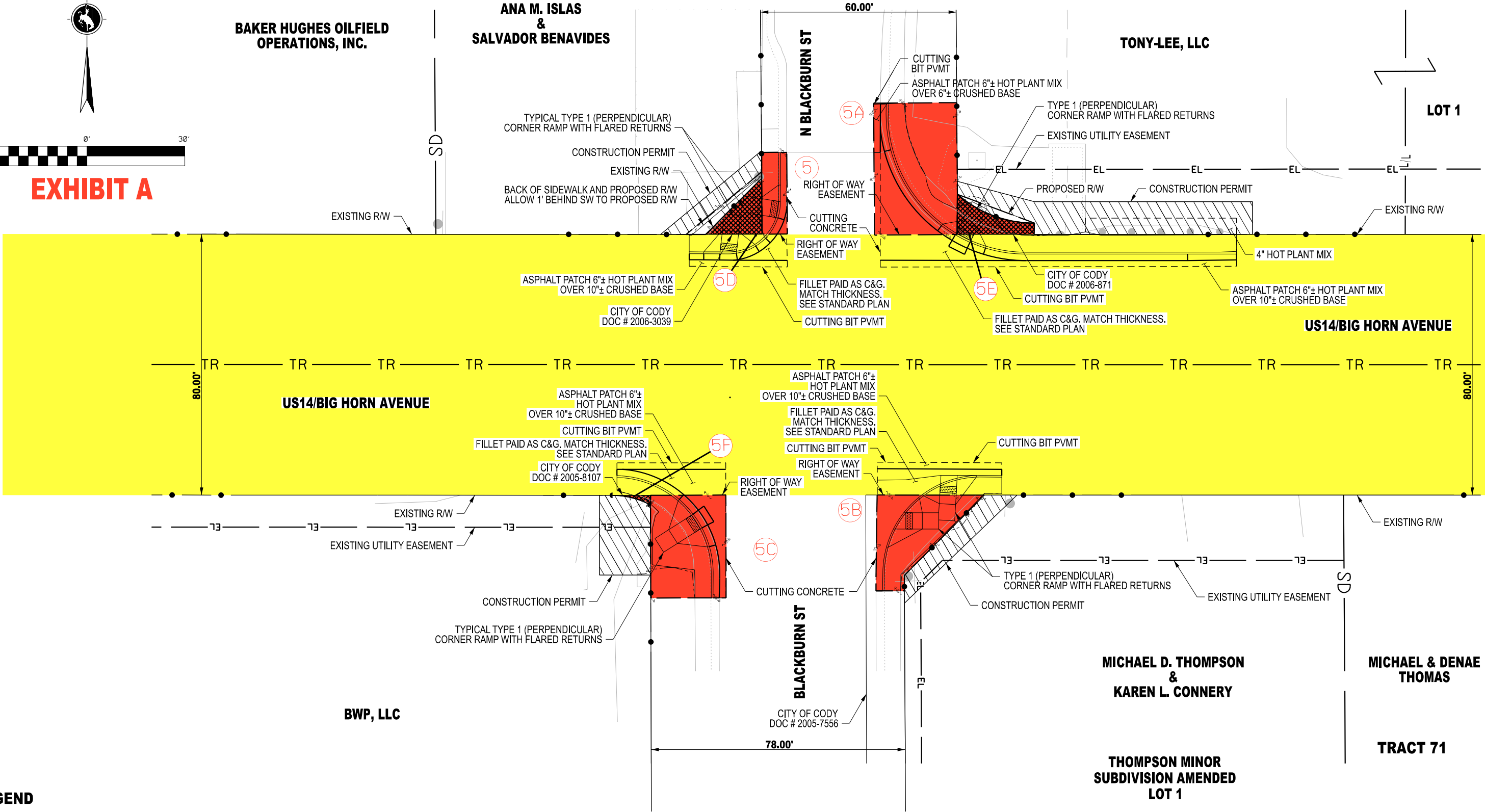
ANA M. ISLAS  
&  
SALVADOR BENAVIDES

TONY-LEE, LLC

LOT 1



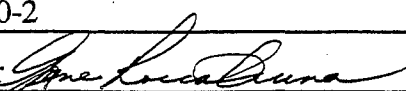
**EXHIBIT A**



**LEGEND**



**CONSTRUCTION PERMITS**

WYOMING DEPARTMENT OF TRANSPORTATION		OPERATING POLICY
ISSUED: April 20, 1998	POLICY NUMBER: 40-2	
	AUTHORITY: Director 	

**SUBJECT: Construction Agreements and Maintenance Responsibilities with Cities and Towns for Streets on the State Highway System**

**Purpose:** This policy pertains to: (1) the preparation of construction plans and agreements between the Department and incorporated cities and towns with 1,500 or more people (according to the latest federal census) and (2) the maintenance responsibilities for streets on the state highway system. This policy does not apply to unincorporated towns.

**I. Construction Agreements**

- A. Plans for any proposed improvements within the incorporated limits of any city or town with a population of at least 1,500 must be submitted to the city or town 60 days prior to the project's advertising date.
- B. For the improvement or continued maintenance of any streets on the state highway system, the Department prepares and sends an agreement to the benefitting city or town for its consideration and acceptance. The agreement will contain the following stipulations:

- 1. The city or town will have enacted or will enact model ordinances as approved by the Department, including but not limited to the following:
  - a. Control and placement of commercial advertising signs and devices.
  - b. Adoption of parallel parking or elimination of parking on any streets on the state highway system.
  - c. Control of access and curb cuts.
  - d. Street excavation and backfill control for all utility cuts.

Failure of the city or town to comply with model ordinances in the future or failure to stop violations will result in a Department recommendation that no further funds be expended in that city or town.

- 2. Reimbursement to the Department for the city or town's share of construction costs is paid monthly in accordance with the engineer's progress estimate.
- 3. The Department has sole authority for signing and controlling traffic, and the town or city may not place any signs or traffic control devices on any streets on the state highway system without first receiving clearance from the Department. (See Operating Policy 25-1 for specific requirements pertaining to traffic control devices and lighting.)

4. The Department determines the participation required from the city or town for the various items of work proposed.
  5. For projects on the state highway system, the Department pays the entire cost of acquiring all necessary rights-of-way, relocation assistance, utility adjustments, and the construction of streets and highways within the incorporated city limits. If the city or town decides to connect a storm sewer with an existing Department storm sewer, the Department pays only that part of the cost for additional storm sewer needed to provide drainage for the street on the state highway system. If the Department's storm sewer system becomes overloaded by city additions to the system after initial connection, the city or town is liable for the entire upgrading or replacement cost.
- C. The contracts and estimates engineer prepares the construction agreement for all projects proposed within the incorporated limits of any city or town.

## II. Maintenance Responsibility of the Department

- A. The Department is responsible for maintenance, as outlined in the following paragraphs, for all highways on the state highway system within incorporated cities and towns, provided they constitute direct connections between sections of established state highways, except as provided under Section III, "Maintenance Not the Responsibility of the Department."
1. Surface maintenance includes maintaining structures and any other maintenance effort necessary to protect the original investment and structural integrity of the pavement and structures. This paragraph is not intended to relieve the responsibilities outlined in Paragraph 6 of this section.
  2. The Department maintains all traffic control and traffic control devices, except parking control and roadway lighting. This maintenance includes electrical and traffic signal interconnection power as well as physical maintenance. (See Operating Policy 25-1 for maintenance responsibilities of roadway lighting at traffic signal installations.) Maintenance of traffic control devices is limited to those devices installed by the Department for which proper warrants for installation have been established.
  3. No change or addition in traffic control or traffic control devices, including parking control or roadway lighting, is made without the Department's prior approval.
  4. All traffic control and traffic control devices erected must conform to the Wyoming Traffic Code and the latest edition of the Transportation Commission of Wyoming manual *Uniform Traffic Control Devices for Streets and Highways*.



5. Cities and towns must enact and enforce ordinances acceptable to the Department as listed in Section I, "Construction Agreements." The city or town is responsible for enforcing these ordinances. If the city or town wishes to allow any deviation from these ordinances, it must obtain the Department's prior approval.
6. Cities and towns must clear away all obstructions to the satisfaction of the Department before any maintenance will be assumed.

### **III. Maintenance Not the Responsibility of the Department**

- A. For cities and towns over 1,500 in population, the Department will **not** be responsible for:
  1. Snow removal, including control of snow pushed into the travel-way, and sanding ice.
  2. Cleaning, sweeping, and washing streets.
  3. Cleaning litter between the curb line and the property line.
  4. Maintaining sidewalks, bike paths, storm sewers, open drain ditches, natural drainage channels, and the curb and gutter.
- B. For cities and towns under 1,500 in population, the Department will **not** be responsible for:
  1. Cleaning litter between the curb line and the property line.
  2. Maintaining sidewalks and the curb and gutter.

References: Operating Policy 25-1, Traffic Control and Roadway Lighting Devices.  
*Uniform Traffic Control Devices for Streets and Highways.*  
W.S. 24-2-109, Designation of state highways . . . .  
W.S. 24-2-111, Cooperation with cities in construction of streets connecting state highways . . . .  
W.S. 24-6-101 through 110, Access Facilities.  
W.S. 31-5-112 and 113, Adoption of uniform system of traffic-control devices.  
W.S. 31-5-302, Establishment of specific maximum speed limits by superintendent.  
W.S. 31-5-303, Alteration of maximum speed limits by local authorities.  
W.S. 31-5-512, Parking alongside curbs or on edge of roadways . . . .