

City of Cody City Council
Executive Session Per State Statute- 16-4-405a(ix) 6:30
Tuesday, March 5, 2024 – 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

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

Proclamation – National Service Recognition Day 3/12/2024

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 February 20, 2024 and February 27, 2024.
- b. Approve Vouchers and payroll in the amount of \$1,157,360.12.
- c. Approve sponsoring, from the Council Contingency fund, the 2024 Cody High School Graduation Part for the amount not to exceed \$830.00.
- d. Authorize the mayor to enter into and sign the proposal with Plan One Architects for the Needs Assessment relating to the Cody Auditorium Building

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. Authorize the Mayor to sign Amendment No One relating to the AIP Grant # 3-56-0006-045-2023.
Spokesperson: Aaron Buck, YRA
- b. Consider approval of the activities associated with the 2024 Fistful of Dirt Bike Race including Street Closures, City Park Use, Malt Beverage & Open Container Permits, and other related items subject to the conditions of approval outlined in the Summary Report.
Spokesperson: Janie Curtis

Staff Reference: Chief Stafford and/or Phillip Bowman, Public Works Director

- c. Consider approving the final plat and construction plans for the Sommer Minor Subdivision, a 2-lot subdivision, subject to conditions of approval.
Staff Reference: Todd Stowell, City Planner

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

Upcoming Meetings:

March 12, 2024 – Tuesday – Work Session 5:30 p.m. -
March 19, 2024 – Tuesday – Regular Council Meeting 7:00 p.m.
March 26, 2024 – Tuesday – Work Session 5:30 p.m. -
April 2, 2024 – Tuesday – Regular Council Meeting 7:00 p.m

City of Cody
Council Proceedings
Tuesday, February 20, 2024

At 6:32 p.m. Council Member Swett made a motion seconded by Council Member Reiter to enter into an Executive Session pursuant to W.S. 16-4-405(a)(iii) & (ix). Vote was unanimous. At 6:59 p.m. Council Member Reiter made a motion seconded by Council Member Tamblyn to exit an Executive Session pursuant to W.S. 16-4-405(a)(iii) & (ix). Vote was unanimous.

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, February 20, 2024 at 7:00 p.m.

Present: Council Members Andrew Quick, Lee Ann Reiter, Kelly Tamblyn and Don F. Shreve Jr., Emily Swett and City Attorney Scott Kolpitke; and Cindy Baker, Administrative Services Officer.

Absent: Mayor Hall and Council Member Jerry Fritz.

Council President Quick called the meeting to order at 7:00 p.m.

Cindy Baker, City Clerk administered the Oath of Office to Police Officers Daniel Fyne & Garret Rothleutner.

Council Member Swett made a motion seconded by Council Member Reiter to approve the Consent Calendar as presented including approval of Regular Minutes from February 6, 2024 and February 13, 2024, approve Vouchers and payroll in the amount of \$978,608.03 and authorize the City Administrator to sign and enter into a contract between the City of Cody and KRW for professional Services not to exceed \$12,500.00. Vote was unanimous.

Council President Quick adjourned the meeting at 7:09 p.m.

Council President Andrew Quick

Cindy Baker, Administrative Services Officer

City of Cody
Council Proceedings
Tuesday, February 27, 2024

A Leadership Summit meeting of the Cody City Council was held in the Council Chambers at City Hall on February 27, 2024 starting at 5:30 p.m.

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

Absent: None

Mayor Hall called the meeting to order at 5:30 p.m.

The Governing discussed the Energy Lease Repayment relating to the Chamber of Commerce Building. Staff was provided with direction on this item

The Governing discussed Tyler Technologies court software program. Staff was provided with direction on this item.

The Governing discussed the proposal relating to Needs Assessment relating to the Cody Auditorium. Staff as provided with direction on this item

The Governing Body was provided an update and held a discussion on the Atlas Communication Proposal. The sub-committee was provided with direction on this item.

Council Liaison, Board and/or Committee Updates as follows:

- SRD Board – Council Member Swett
- Parks & Rec Liaison - Council Member Swett & Council Member Tamblyn
- Contractor Board – Council Member Reiter
- YRA Board – Council Member Reiter

There being no further discussion, the meeting adjourned at 6:44 p.m.

Cindy Baker
Administrative Services Officer

Matt Hall
Mayor

Report Criteria:
Invoice Detail.Input date = 02/27/2024
Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
3J TRUCKING LLC (133387)				
	1606	SNOW REMOVAL PARKING LOTS	02/17/2024	990.00
Total :				990.00
Total 3J TRUCKING LLC (133387):				990.00
AFFEKTIVE SOFTWARE LLC (132642)				
DIGIQUATICS	3391	AQUATICS TIMESHEET SOFTWARE	02/13/2024	412.70
Total :				412.70
Total AFFEKTIVE SOFTWARE LLC (132642):				412.70
BLACKBURN, RANDY (133436)				
	16.5155.10	REFUND CREDIT BALANCE	02/14/2024	508.64
Total :				508.64
Total BLACKBURN, RANDY (133436):				508.64
BORDER STATES INDUSTRIES INC (1420)				
	927901402	ELBOW PROBE	02/22/2024	114.40
	927901415	FIBERGLASS X ARMS, 8'	02/22/2024	880.88
	927901415	FIBERGLASS X ARMS, 8'	02/22/2024	1,321.32
	927901426	COVERS, F-NECK WRAPLOCK AND PIN INSULATORS	02/22/2024	2,088.10
Total :				4,404.70
Total BORDER STATES INDUSTRIES INC (1420):				4,404.70
BOWEN COLLINS & ASSOCIATES (133081)				
	33811	WATER RATE AND IMPACT FEE STUDY	02/12/2024	5,541.50
Total :				5,541.50
Total BOWEN COLLINS & ASSOCIATES (133081):				5,541.50
CDW LLC (133208)				
CDW GOVERNMENT LLC	PQ22245	MOBILE DATA TERMINALS	02/15/2024	27,527.55
Total :				27,527.55
Total CDW LLC (133208):				27,527.55
CENTURY LINK (10091)				
	2192024	PHONE CHARGES - SCHOOL RESOURCE OFFICER	02/19/2024	50.27
Total :				50.27
Total CENTURY LINK (10091):				50.27
CHRISTENSEN, KIM (131179)				
	65404660	REC CENTER REFUND	02/12/2024	259.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				259.00
Total CHRISTENSEN, KIM (131179):				259.00
GRANICUS LLC (128565)				
	179432	SWAGIT VIDEO STREAMING SERVICE	02/16/2024	25,717.45
Total :				25,717.45
Total GRANICUS LLC (128565):				25,717.45
GREINER, SARAH (133438)				
	3.2540.34	REFUND CREDIT BALANCE	02/16/2024	30.52
Total :				30.52
Total GREINER, SARAH (133438):				30.52
HART, ZACHORY W (129890)				
	30032	REIMBURSEMENT FOR TRAINING MEAL	02/05/2024	26.82
	6695396601	REIMBURSEMENT FOR TRAINING ACCOMMODATIONS	02/09/2024	550.50
Total :				577.32
Total HART, ZACHORY W (129890):				577.32
HUNTER CLEAN CARE (132654)				
	36940	MOLD TESTING - CITY SHOP	02/06/2024	400.00
	36940	MOLD TESTING - CITY SHOP	02/06/2024	400.00
	36940	MOLD TESTING - CITY SHOP	02/06/2024	400.00
Total :				1,200.00
Total HUNTER CLEAN CARE (132654):				1,200.00
LOCAL GOVERNMENT LIABILITY POOL (6176)				
	14894	CLAIM AGAINST THE CITY ID 46	02/15/2024	300.00
Total :				300.00
Total LOCAL GOVERNMENT LIABILITY POOL (6176):				300.00
MOORE, CHRIS (133435)				
	65443679	REC CENTER REFUND	02/13/2024	97.33
Total :				97.33
Total MOORE, CHRIS (133435):				97.33
NORTHWEST PIPE (7400)				
	776754	6" VALVES AND RESTRAINTS	02/12/2024	4,297.92
	776763	RW VALVE BOXES	02/12/2024	694.35
	779176	ANGLE FITTINGS FOR BLACKBURN WYDOT	02/12/2024	554.17
Total :				5,546.44

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total NORTHWEST PIPE (7400):				5,546.44
OFFICE SHOP INC (7440)				
	268183	COPIER CONTRACT - COMMUNITY DEVELOPMENT	02/26/2024	40.58
	268183	COPIER CONTRACT - COMMUNITY DEVELOPMENT	02/26/2024	40.58
	268183	COPIER CONTRACT - COMMUNITY DEVELOPMENT	02/26/2024	41.81
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	11.86
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	11.86
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	10.46
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	11.86
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	11.86
	268184	COPIER CONTRACT - CITY SHOP	02/26/2024	11.84
Total :				192.71
Total OFFICE SHOP INC (7440):				192.71
PARK COUNTY ANIMAL SHELTER (5120)				
	3012024	ANIMAL SERVICE CONTRACT - MARCH 2024	03/01/2024	4,166.67
Total :				4,166.67
Total PARK COUNTY ANIMAL SHELTER (5120):				4,166.67
REPMASTERS INC (133437)				
R.I REP CORP	1242024	PRV STEM	02/16/2024	1,106.30
Total :				1,106.30
Total REPMASTERS INC (133437):				1,106.30
ROCKY MOUNTAIN POWER (7570)				
	2212024	UTILITIES - ROCKY MOUNTAIN POWER	02/21/2024	33.81
	2212024	UTILITIES - ROCKY MOUNTAIN POWER	02/21/2024	349.82
Total :				383.63
Total ROCKY MOUNTAIN POWER (7570):				383.63
ROTHLEUTNER, GARRET (131294)				
	SSLS-LEB39	GUN SAFE PURCHASE	01/28/2024	699.99
Total :				699.99
Total ROTHLEUTNER, GARRET (131294):				699.99
SECRETARY OF STATE (123386)				
	02262024	NOTARY FILING FEE - SGT SETH HORN	02/26/2024	60.00
Total :				60.00
Total SECRETARY OF STATE (123386):				60.00
SKAGGS COMPANIES (131474)				
	450_A_206275_1	BALLISTIC VEST C15	02/13/2024	854.85
Total :				854.85

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total SKAGGS COMPANIES (131474):				854.85
SYSTEMS GRAPHICS INC (129162)				
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	12.01
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	76.05
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	68.05
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	68.05
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	88.06
ADVANCED INFO SYSTEMS	16389	OUTSOURCE BILLS	02/14/2024	88.05
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	5.31
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	33.63
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	30.09
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	30.09
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	38.94
ADVANCED INFO SYSTEMS	16390	OUTSOURCE BILLS	02/22/2024	38.92
Total :				577.25
Total SYSTEMS GRAPHICS INC (129162):				577.25
TUCKER, CAROL (132066)				
	14.1400.28	REFUND UTILITY DEPOSIT	02/22/2024	349.10
Total :				349.10
Total TUCKER, CAROL (132066):				349.10
TUCKER, LELON (133428)				
	2212024	REIMBURSEMENT FOR CLD UPGRADE	02/21/2024	56.00
Total :				56.00
Total TUCKER, LELON (133428):				56.00
U S POST OFFICE (10050)				
	2232024	ESTABLISH AND REPLENISH POSTAGE DUE ACCOUNT	02/23/2024	300.00
Total :				300.00
Total U S POST OFFICE (10050):				300.00
WELLS FARGO COMMERICAL CARD (132565)				
	02262024	Table mount tripod	02/26/2024	9.98
	02262024	Paint at Rec Center	02/26/2024	50.72
	02262024	washers and screws	02/26/2024	4.50
	02262024	Chaplain uniforms	02/26/2024	525.61
	02262024	RR repair	02/26/2024	5.99
	02262024	PHOTO EYE	02/26/2024	400.42
	02262024	ACSR Cutters	02/26/2024	440.95
	02262024	drinking water	02/26/2024	15.96
	02262024	Rec Center paint	02/26/2024	143.97
	02262024	new lights and ballasts	02/26/2024	111.99
	02262024	dishwasher soap	02/26/2024	7.99
	02262024	Splash pad lid	02/26/2024	20.99
	02262024	electrical tape and wirenuts	02/26/2024	35.76
	02262024	ethernet adapters	02/26/2024	117.40
	02262024	legal advertising	02/26/2024	202.14
	02262024	PO Basic - Gas	02/26/2024	6.56

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	Christmas decorations	02/26/2024	85.98
	02262024	GRINDER BRUSH AND WHEEL	02/26/2024	24.12
	02262024	Baton holders	02/26/2024	178.88
	02262024	meeting expense	02/26/2024	43.67
	02262024	Program supplies returned	02/26/2024	22.50-
	02262024	Mentock outlet	02/26/2024	24.99
	02262024	RR repair	02/26/2024	6.92
	02262024	D02 shipping parts	02/26/2024	13.47
	02262024	file folders	02/26/2024	63.68
	02262024	Utilities	02/26/2024	377.31
	02262024	Utilities	02/26/2024	2.18
	02262024	Tree work	02/26/2024	80.21
	02262024	Cleaning supplies	02/26/2024	51.77
	02262024	Cleaning supplies	02/26/2024	51.77
	02262024	garbage can	02/26/2024	24.27
	02262024	batteries	02/26/2024	12.97
	02262024	G09 bucket pins	02/26/2024	120.90
	02262024	Main street benches	02/26/2024	181.56
	02262024	Uniform Embroidery C29	02/26/2024	12.00
	02262024	Cell phone	02/26/2024	40.04
	02262024	Cell phone	02/26/2024	340.76
	02262024	Cell phone	02/26/2024	117.08
	02262024	Air cards for Patrol Vehicles/MDTs	02/26/2024	1,530.60
	02262024	Cell phone	02/26/2024	1,126.64
	02262024	Cell phone	02/26/2024	162.58
	02262024	Cell phone	02/26/2024	28.94
	02262024	Tools	02/26/2024	29.99
	02262024	Steel Pins	02/26/2024	23.56
	02262024	Car Wash C27	02/26/2024	15.00
	02262024	toilet repairs	02/26/2024	28.03
	02262024	Earplugs	02/26/2024	13.78
	02262024	A10 remote	02/26/2024	56.00
	02262024	Stormwater Webinar	02/26/2024	75.00
	02262024	Car Wash C20	02/26/2024	12.00
	02262024	snacks for ASAP	02/26/2024	117.11
	02262024	thermostat for checking HVAC	02/26/2024	23.99
	02262024	lodging Winter WAM	02/26/2024	151.42
	02262024	Chain	02/26/2024	32.00
	02262024	plumbing supplies returned	02/26/2024	77.31-
	02262024	A10 door handle	02/26/2024	57.14
	02262024	batteries	02/26/2024	15.99
	02262024	plumbing supplies	02/26/2024	9.99
	02262024	shelving	02/26/2024	149.74
	02262024	Main street benches	02/26/2024	23.98
	02262024	Shop washer	02/26/2024	46.98
	02262024	solenoid for water fountain	02/26/2024	77.31
	02262024	RETURN Duty Boots C15	02/26/2024	201.05-
	02262024	Ear mols	02/26/2024	71.00
	02262024	paint at Nichol mall	02/26/2024	75.99
	02262024	meeting expense	02/26/2024	16.50
	02262024	Badge shrouds	02/26/2024	225.00
	02262024	Office supplies	02/26/2024	52.90
	02262024	Office supplies	02/26/2024	51.35
	02262024	Office supplies	02/26/2024	51.35
	02262024	card holders	02/26/2024	25.98
	02262024	file folders and markers	02/26/2024	14.42
	02262024	file folders and markers	02/26/2024	14.42
	02262024	file folders and markers	02/26/2024	14.86

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	Utilities	02/26/2024	838.07
	02262024	Utilities	02/26/2024	.19
	02262024	Utilities	02/26/2024	112.45
	02262024	Utilities	02/26/2024	636.83
	02262024	Utilities	02/26/2024	12,787.17
	02262024	Utilities	02/26/2024	126.28
	02262024	Wyoming Geospatial Organization Membership	02/26/2024	25.00
	02262024	cycle oil for snow blower	02/26/2024	4.98
	02262024	ASAP snacks	02/26/2024	18.10
	02262024	repair electrical in women's restroom	02/26/2024	110.00
	02262024	HVAC Supplies for duct work in Nichol Mall	02/26/2024	46.96
	02262024	Batteries for Building Inspectors	02/26/2024	27.98
	02262024	Acoustic tubes with 3.5 plugs	02/26/2024	79.50
	02262024	pool vacuum repair	02/26/2024	237.07
	02262024	Badge shrouds	02/26/2024	74.25
	02262024	handles	02/26/2024	31.98
	02262024	nets for billiards table	02/26/2024	20.00
	02262024	Main street benches	02/26/2024	20.99
	02262024	registration and insurance holders	02/26/2024	670.33
	02262024	3/4 impact	02/26/2024	757.00
	02262024	Eggstravangza supplies	02/26/2024	92.52
	02262024	Municipal Court Flyers	02/26/2024	78.98
	02262024	WyGeo 2024 Conference Registration	02/26/2024	200.00
	02262024	return shovel	02/26/2024	91.92-
	02262024	Web cam for TFO	02/26/2024	27.47
	02262024	rope	02/26/2024	44.97
	02262024	SAW REPAIRS	02/26/2024	293.24
	02262024	check valves	02/26/2024	5,016.60
	02262024	Steps	02/26/2024	57.10
	02262024	gossamer for the auditorium ceiling	02/26/2024	337.86
	02262024	kleenex	02/26/2024	31.82
	02262024	air filters	02/26/2024	11.18
	02262024	Bumper pool rings	02/26/2024	22.50
	02262024	batteries	02/26/2024	48.97
	02262024	plumbing supplies for Auditorium	02/26/2024	9.99
	02262024	Binders, Dividers	02/26/2024	383.50
	02262024	Coffee, Kleenex	02/26/2024	61.57
	02262024	First Aid Bags, Pass Seat Organizer	02/26/2024	242.88
	02262024	Papertowels	02/26/2024	70.98
	02262024	pool and spa repairs	02/26/2024	115.44
	02262024	meter washers	02/26/2024	83.50
	02262024	propane	02/26/2024	51.37
	02262024	meeting expense	02/26/2024	73.54
	02262024	Office supplies	02/26/2024	13.99
	02262024	Cummins Insite Subscription	02/26/2024	165.00
	02262024	Cummins Insite Subscription	02/26/2024	274.00
	02262024	Cummins Insite Subscription	02/26/2024	58.00
	02262024	Cummins Insite Subscription	02/26/2024	223.00
	02262024	H06 bolts	02/26/2024	150.37
	02262024	Eggstravaganza	02/26/2024	189.70
	02262024	Shop supplies	02/26/2024	10.00
	02262024	wristbands	02/26/2024	6.39
	02262024	breakroom supplies	02/26/2024	92.67
	02262024	SWAT Team Leader Dev - C12, C19	02/26/2024	1,558.00
	02262024	wristbands	02/26/2024	9.99
	02262024	CRIMPER HEAD	02/26/2024	610.88
	02262024	SAW FUEL	02/26/2024	159.96
	02262024	USB port	02/26/2024	7.88

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	UA/Evidence to Lab	02/26/2024	6.76
	02262024	RR paint	02/26/2024	74.99
	02262024	thermostat	02/26/2024	25.99
	02262024	charging station for judges terminal	02/26/2024	39.99
	02262024	Unit A08	02/26/2024	36.85
	02262024	Gun Cleaning Kits for New Hires	02/26/2024	259.96
	02262024	Car Wash C21	02/26/2024	9.00
	02262024	Shop supplies	02/26/2024	10.99
	02262024	Car Wash C07	02/26/2024	11.00
	02262024	Coffee	02/26/2024	44.49
	02262024	First Aid supplies	02/26/2024	6.99
	02262024	bracelets for keychains	02/26/2024	15.99
	02262024	bankers boxes	02/26/2024	57.00
	02262024	Cleaning supplies	02/26/2024	13.17
	02262024	Tea	02/26/2024	29.98
	02262024	Peace Officer ID C13	02/26/2024	12.25
	02262024	meeting expense	02/26/2024	15.47
	02262024	shovel	02/26/2024	91.92
	02262024	SPRAYER	02/26/2024	109.99
	02262024	ToughBook Cases	02/26/2024	240.87
	02262024	Disputed hotel charges	02/26/2024	367.08
	02262024	Chainsaw	02/26/2024	42.00
	02262024	random drug test	02/26/2024	90.50
	02262024	FOOD TRAVEL	02/26/2024	47.64
	02262024	UA/Evidence to Lab	02/26/2024	6.76
	02262024	Procure	02/26/2024	79.00
	02262024	Tire room lights	02/26/2024	322.65
	02262024	batteries	02/26/2024	25.00
	02262024	TRAVEL FUEL	02/26/2024	61.19
	02262024	key tags	02/26/2024	12.99
	02262024	Lifeguard supplies	02/26/2024	446.99
	02262024	Tea	02/26/2024	29.92
	02262024	weed burner supplies	02/26/2024	48.97
	02262024	tire room lights	02/26/2024	322.65
	02262024	signs for racquetball tournament	02/26/2024	250.04
	02262024	travel fuel	02/26/2024	39.20
	02262024	Hyd hose	02/26/2024	515.00
	02262024	head set radios	02/26/2024	1,274.97
	02262024	Mentock grill	02/26/2024	5.19
	02262024	meeting expense	02/26/2024	10.11
	02262024	lights for rec	02/26/2024	253.84
	02262024	Shop supplies	02/26/2024	3.82
	02262024	Narcan holsters	02/26/2024	133.47
	02262024	TRAVEL FOOD	02/26/2024	24.70
	02262024	Chem Sticks	02/26/2024	55.96
	02262024	nuts, botls, screws	02/26/2024	12.47
	02262024	Main street benches	02/26/2024	91.97
	02262024	Shop supplies	02/26/2024	39.99
	02262024	Building permit - City Hall HVAC	02/26/2024	1,223.00
	02262024	silicone spray for the lockers	02/26/2024	22.61
	02262024	software	02/26/2024	387.19
	02262024	marketing ads	02/26/2024	224.00
	02262024	USB Hubs	02/26/2024	82.43
	02262024	Duty Boots C15	02/26/2024	486.40
	02262024	Duty Pants C02	02/26/2024	228.67
	02262024	filter B29	02/26/2024	5.24
	02262024	batteries A12 A22 A105, filters A01 A08 A07 A12 A04, shocks A06	02/26/2024	771.71
	02262024	water pump and filters B35	02/26/2024	135.18

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	Napa Classes	02/26/2024	875.00
	02262024	couplings and cable manager D01, filters H04 B15, plug K45, light F05, battery B15	02/26/2024	735.34
	02262024	battery A104	02/26/2024	140.86
	02262024	cable ties	02/26/2024	63.40
	02262024	sockets	02/26/2024	115.97
	02262024	filters C01 C03 G11, brake clean C08	02/26/2024	221.47
	02262024	caps B36, battery B36	02/26/2024	137.34
	02262024	caps B45 filter B08	02/26/2024	17.21
	02262024	filter B40, lamp E06	02/26/2024	10.66
	02262024	Car Wash C12	02/26/2024	9.00
	02262024	replace actuator in Aquatic office	02/26/2024	280.00
	02262024	software	02/26/2024	387.19
	02262024	Command hooks, power strip	02/26/2024	22.44
	02262024	softwate	02/26/2024	387.19
	02262024	DAR Cards	02/26/2024	183.50
	02262024	meeting expense	02/26/2024	23.16
	02262024	headset	02/26/2024	21.88
	02262024	repair lights in Therapy Pool	02/26/2024	1,954.00
	02262024	repair lights in City Hall	02/26/2024	121.00
	02262024	Trays, trash can	02/26/2024	15.80
	02262024	CHAIN SAW CHAPS	02/26/2024	109.99
	02262024	charging cable and batteries	02/26/2024	37.70
	02262024	Shop supplies	02/26/2024	53.97
	02262024	Risk assessments	02/26/2024	192.80
	02262024	MT AGIP Membership renewal	02/26/2024	50.00
	02262024	FSFT Cards	02/26/2024	47.98
	02262024	Chainsaw	02/26/2024	23.84-
	02262024	Laser measurer	02/26/2024	74.99
	02262024	registration for CHLS	02/26/2024	675.00
	02262024	Shop supplies	02/26/2024	13.99
	02262024	Chainsaw	02/26/2024	9.84
	02262024	Car Wash C20	02/26/2024	12.00
	02262024	surge protector blocks	02/26/2024	56.98
	02262024	Keys	02/26/2024	99.00
	02262024	Chainsaw	02/26/2024	50.16
	02262024	Main street benches	02/26/2024	31.62
	02262024	Brine parts	02/26/2024	129.97
	02262024	Life Saving Awards	02/26/2024	190.00
	02262024	PO Basic - Gas	02/26/2024	23.74
	02262024	travel fuel	02/26/2024	3.05
	02262024	A06 fasteners	02/26/2024	6.38
	02262024	plumbing supplies	02/26/2024	58.75
	02262024	trailer light	02/26/2024	5.61
	02262024	Car Wash C25	02/26/2024	9.00
	02262024	A06 seal	02/26/2024	16.00
	02262024	grips for fitness equipment	02/26/2024	142.41
	02262024	paint for nichol mall hands 2 help	02/26/2024	33.99
	02262024	meeting expense	02/26/2024	20.66
	02262024	Fuel, pick up electric dump truck	02/26/2024	75.00
	02262024	D12 coupling	02/26/2024	16.26
	02262024	meeting expense	02/26/2024	18.72
	02262024	Sweeper brooms	02/26/2024	1,984.90
	02262024	lift rental	02/26/2024	301.50
	02262024	Fuel picking up electric truck	02/26/2024	15.00
	02262024	travel fuel	02/26/2024	43.47
	02262024	travel fuel	02/26/2024	36.46
	02262024	PO Basic - Gas for C15	02/26/2024	29.91
	02262024	dishwasher soap	02/26/2024	7.99

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	meeting refreshments	02/26/2024	22.64
	02262024	Potting mix	02/26/2024	419.90
	02262024	Challenge coins	02/26/2024	2,036.50
	02262024	electrical parts	02/26/2024	14.98
	02262024	fuses	02/26/2024	439.60
	02262024	tape measure	02/26/2024	25.53
	02262024	Cell phone cases, chargers	02/26/2024	63.93
	02262024	markers,post it tabs, air dusters	02/26/2024	182.82
	02262024	assorted brass fittings	02/26/2024	538.76
	02262024	Chain	02/26/2024	49.98
	02262024	Chain	02/26/2024	20.08
	02262024	bankers boxes	02/26/2024	57.00
	02262024	Chain	02/26/2024	20.08
	02262024	Security Contract	02/26/2024	91.80
	02262024	Security Contract	02/26/2024	91.80
	02262024	office supplies	02/26/2024	58.23
	02262024	Metal Locators	02/26/2024	1,157.10
	02262024	Security Contract	02/26/2024	175.35
	02262024	C08 particulate filter	02/26/2024	2,656.37
	02262024	Greenhouse heating mats	02/26/2024	247.96
	02262024	repair clamp, hydrant repair kit	02/26/2024	675.62
	02262024	Utilities	02/26/2024	24.18
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	465.70
	02262024	Utilities	02/26/2024	239.54
	02262024	Utilities	02/26/2024	32.25
	02262024	Utilities	02/26/2024	151.49
	02262024	Utilities	02/26/2024	40.01
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	242.74
	02262024	Utilities	02/26/2024	40.01
	02262024	Utilities	02/26/2024	100.05
	02262024	Utilities	02/26/2024	122.71
	02262024	Utilities	02/26/2024	233.92
	02262024	Utilities	02/26/2024	40.01
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	41.35
	02262024	Utilities	02/26/2024	34.52
	02262024	Utilities	02/26/2024	132.44
	02262024	Utilities	02/26/2024	13.11
	02262024	Utilities	02/26/2024	34.52
	02262024	Utilities	02/26/2024	96.29
	02262024	Utilities	02/26/2024	52.10
	02262024	Utilities	02/26/2024	35.56
	02262024	Utilities	02/26/2024	104.87
	02262024	Utilities	02/26/2024	44.86
	02262024	Utilities	02/26/2024	306.03
	02262024	Utilities	02/26/2024	145.99
	02262024	Utilities	02/26/2024	155.97
	02262024	Greenhouse heater	02/26/2024	19.99
	02262024	Utilities	02/26/2024	44.79
	02262024	Utilities	02/26/2024	2,700.98
	02262024	Utilities	02/26/2024	3.59
	02262024	Utilities	02/26/2024	3,150.30

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	Utilities	02/26/2024	14.12
	02262024	Utilities	02/26/2024	782.67
	02262024	Utilities	02/26/2024	1,028.01
	02262024	Utilities	02/26/2024	660.12
	02262024	Utilities	02/26/2024	603.12
	02262024	Utilities	02/26/2024	15.91
	02262024	Utilities	02/26/2024	17.67
	02262024	Utilities	02/26/2024	5,750.92
	02262024	Utilities	02/26/2024	5,716.90
	02262024	Utilities	02/26/2024	16.00
	02262024	Utilities	02/26/2024	459.57
	02262024	Utilities	02/26/2024	15.91
	02262024	Utilities	02/26/2024	3,014.45
	02262024	Utilities	02/26/2024	15.91
	02262024	Utilities	02/26/2024	1,605.66
	02262024	Utilities	02/26/2024	15.91
	02262024	Utilities	02/26/2024	49.05
	02262024	Utilities	02/26/2024	627.01
	02262024	Utilities	02/26/2024	15.91
	02262024	Utilities	02/26/2024	1,300.97
	02262024	Utilities	02/26/2024	1,300.98
	02262024	boots x 2	02/26/2024	379.98
	02262024	chemicals and regents	02/26/2024	250.00
	02262024	pool chemicals and reagents	02/26/2024	250.00
	02262024	Car Wash C10	02/26/2024	12.00
	02262024	boots	02/26/2024	220.00
	02262024	Brine fittings	02/26/2024	39.01
	02262024	2024 GAAFR	02/26/2024	199.00
	02262024	Car Wash C01	02/26/2024	15.00
	02262024	Utilities	02/26/2024	86.45
	02262024	Utilities	02/26/2024	88.10
	02262024	Utilities	02/26/2024	1,672.10
	02262024	Utilities	02/26/2024	56.45
	02262024	Utilities	02/26/2024	194.31
	02262024	Utilities	02/26/2024	596.27
	02262024	Utilities	02/26/2024	596.27
	02262024	Utilities	02/26/2024	88.10
	02262024	Utilities	02/26/2024	194.30
	02262024	Utilities	02/26/2024	159.00
	02262024	Utilities	02/26/2024	200.19
	02262024	Utilities	02/26/2024	98.35
	02262024	Utilities	02/26/2024	89.60
	02262024	Dishwasher at Auditorium	02/26/2024	1,142.00
	02262024	pipe bushing	02/26/2024	6.98
	02262024	staplers, calculator ink	02/26/2024	46.82
	02262024	Car Wash C11	02/26/2024	6.01
	02262024	battery crimper	02/26/2024	2,438.12
	02262024	saw fuel	02/26/2024	159.96
	02262024	Main street benches	02/26/2024	74.00
	02262024	trailer light	02/26/2024	23.84
	02262024	Supervisor Training	02/26/2024	2,360.00
	02262024	Car Wash C19	02/26/2024	9.00
	02262024	Netmotion for new laptops	02/26/2024	234.20
	02262024	RR paint	02/26/2024	259.95
	02262024	propane	02/26/2024	32.00
	02262024	DEF fluid	02/26/2024	232.31
	02262024	Shirts for racquetball tournament	02/26/2024	1,058.50
	02262024	City Hall toilet repair	02/26/2024	18.98

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	Boot scrubber	02/26/2024	21.99
	02262024	water crane swivel joint	02/26/2024	84.98
	02262024	Car Wash C07	02/26/2024	11.00
	02262024	Main street benches	02/26/2024	288.54
	02262024	Main street benches	02/26/2024	21.99
	02262024	Davis-Bacon training Nov 2024	02/26/2024	1,595.00
	02262024	Peace Officer ID C22	02/26/2024	12.25
	02262024	Chain	02/26/2024	49.98
	02262024	Toner	02/26/2024	233.78
	02262024	Cuffs, keys, cases	02/26/2024	771.24
	02262024	class promotional books	02/26/2024	492.58
	02262024	Red Cross lifeguard certifications	02/26/2024	165.00
	02262024	Tourniquets & Cases	02/26/2024	279.40
	02262024	Shop supplies	02/26/2024	12.16
	02262024	Utilities	02/26/2024	378.07
	02262024	Utilities	02/26/2024	19.37
	02262024	American Red Cross Certifications	02/26/2024	650.00
	02262024	Car Wash C13	02/26/2024	9.00
	02262024	Toner Cartridge	02/26/2024	87.89
	02262024	Flowers	02/26/2024	494.94
	02262024	Chem sticks, trauma shears	02/26/2024	141.04
	02262024	jam nuts	02/26/2024	65.06
	02262024	CREDIT for Vest Carrier C07 - Shouldn't have been charged.	02/26/2024	355.00-
	02262024	Toner	02/26/2024	217.22
	02262024	A13 sensor	02/26/2024	178.91
	02262024	UA/Evidence to Lab	02/26/2024	6.82
	02262024	Main street benches	02/26/2024	36.75
	02262024	safety barrier	02/26/2024	47.98
	02262024	Car Wash C20	02/26/2024	12.00
	02262024	Vest Carrier C07	02/26/2024	355.00
	02262024	bar oil	02/26/2024	75.00
	02262024	MDT Project	02/26/2024	34.97
	02262024	Jam nuts	02/26/2024	25.52
	02262024	Car Wash C06	02/26/2024	12.00
	02262024	wrong part	02/26/2024	3.09-
	02262024	Paint	02/26/2024	53.94
	02262024	meeting refreshments	02/26/2024	36.13
	02262024	COPS Micro Grant	02/26/2024	112.04
	02262024	coupler	02/26/2024	8.24
	02262024	ASAP and KOM programs	02/26/2024	13.99
	02262024	Duty Boots C15	02/26/2024	378.74
	02262024	Car Wash C23	02/26/2024	9.00
	02262024	marking paint	02/26/2024	82.78
	02262024	drinking water	02/26/2024	15.96
	02262024	Filter for air purifier	02/26/2024	69.99
	02262024	Rug for City Hall	02/26/2024	98.87
	02262024	plumbing supplies	02/26/2024	53.33
	02262024	Rug for City Hall	02/26/2024	128.00
	02262024	Light bulbs	02/26/2024	307.00
	02262024	Duty Boots C02	02/26/2024	233.95
	02262024	Credit 14.00	02/26/2024	14.00-
	02262024	fitting	02/26/2024	15.95
	02262024	Car Wash C04	02/26/2024	9.00
	02262024	spotify for fitness classes	02/26/2024	16.99
	02262024	bathroom supplies	02/26/2024	51.99
	02262024	Name Tapes	02/26/2024	301.41
	02262024	B05 SANITATION PLOW	02/26/2024	3,722.72
	02262024	Name plates	02/26/2024	88.83

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	02262024	A13 fuel	02/26/2024	20.00
	02262024	propane	02/26/2024	34.80
	02262024	custodial supplies	02/26/2024	676.39
	02262024	custodial supplies	02/26/2024	676.39
	02262024	custodial supplies	02/26/2024	676.39
	02262024	C01 fittings	02/26/2024	189.31
	02262024	Cell phone cases, chargers	02/26/2024	99.90
	02262024	Dewalt chainsaw	02/26/2024	145.48
	02262024	bolts	02/26/2024	11.97
	02262024	boiler repair at Auditorium	02/26/2024	1,285.00
	02262024	B35 rear reflector tape	02/26/2024	10.99
	02262024	plumbing supplies	02/26/2024	54.38
	02262024	meeting expense	02/26/2024	36.61
	02262024	RR winterization	02/26/2024	71.82
	02262024	Cell phone cases, chargers RETURN	02/26/2024	58.43-
	02262024	Breakroom	02/26/2024	44.70
	02262024	propane	02/26/2024	26.00
	02262024	boiler and Air Handler repairs at Auditorium	02/26/2024	745.00
	02262024	sample shipping	02/26/2024	44.37
	02262024	COPS Micro Grant	02/26/2024	1,327.69
	02262024	C08 brakes	02/26/2024	2,978.57
	02262024	C05 switch	02/26/2024	255.10
	02262024	Brine parts	02/26/2024	19.43
	02262024	Brine repairs	02/26/2024	1,442.11
	02262024	G05 glow plug	02/26/2024	13.92
	02262024	B35	02/26/2024	118.20
	02262024	Duty Pants C16	02/26/2024	229.78
	02262024	rake	02/26/2024	25.99
	02262024	nuts, botls, screws	02/26/2024	23.96
	02262024	B35	02/26/2024	120.80-
	02262024	Brine parts	02/26/2024	19.43
	02262024	Brine parts	02/26/2024	25.13
	02262024	coffee maker	02/26/2024	84.94
	02262024	pole drill calibration/repairs	02/26/2024	1,093.14
Total :				134,623.79
Total WELLS FARGO COMMERICAL CARD (132565):				134,623.79
WYOMING CHILD SUPPORT (132047)				
	21624	Garnishment Remittance # 227551	02/16/2024	439.04
Total :				439.04
Total WYOMING CHILD SUPPORT (132047):				439.04
WYOMING MUNICIPAL POWER AGENCY (10920)				
	202401-1	POWER PURCHASE - JANUARY 2024	02/10/2024	280,956.69
	202401-1	DEMAND PURCHASE COINCIDENT PEAK - JANUARY 2024	02/10/2024	321,919.22
	202401-1	DEMAND PURCHASE NON-COINCIDENT PEAK - JANUARY 2024	02/10/2024	38,207.60
Total :				641,083.51
Total WYOMING MUNICIPAL POWER AGENCY (10920):				641,083.51
YELLOWSTONE ELECTRIC INC (133040)				
	41789	TROUBLESHOOT NORTH LIFT STATION PUMPS	02/07/2024	403.31

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				403.31
Total YELLOWSTONE ELECTRIC INC (133040):				403.31
ZIVARO INC (131755)				
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	36.67
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	366.66
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	12.22
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	36.67
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	73.33
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	48.89
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	476.66
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	61.11
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	36.67
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	36.67
	IC0466248	EVAULT CLOUD DATA STORAGE	02/15/2024	36.65
Total :				1,222.20
Total ZIVARO INC (131755):				1,222.20
Grand Totals:				859,681.77
Payroll 02/25/2024				297,678.35
GRAND TOTAL				1,157,360.12

MEETING DATE: MARCH 5, 2024
DEPARTMENT: PARKS, RECREATION AND
PUBLIC FACILITIES
PREPARED BY: MIKE FINK
PRESENTED BY: MIKE FINK

AGENDA ITEM SUMMARY REPORT

Annual Request for CHS Graduation Party 2024

ACTION TO BE TAKEN:

Request motion to approve the City Council sponsoring the 2024 Cody High School Graduation Party for the amount not to exceed \$830.00.

SUMMARY OF INFORMATION:

In past years, the City Council has sponsored the annual Cody High School graduation party and paid a portion or all of the related fees out of the City Council contingency fund.

A group of local parents and students are organizing an all-night graduation celebration for the CHS Senior Class of 2024. This overnight activity is scheduled to be held on the "Dry Side" of the Recreation Center. They will not be using the Aquatics area.

The party has been scheduled for June 1st, 2024.

The celebration will run from 9:00 pm on Saturday, June 1st to 2:00 am on Sunday, June 2nd.

The normal closure time of the Recreation Center on Saturday is 6:00 pm. The committee is planning a wide variety of activities for the "lock-in" style of party. Students will not be allowed to leave and re-enter the celebration. In addition to the chaperones from the graduation committee, a City Rec Center staff member will also be on site.

FISCAL IMPACT

A minimum of one staff member will be scheduled to work this event. It is estimated that the direct salary cost to the City of Cody will be approximately \$130.00.

The standard member rental fee for the Rec Center is as follows:

Gymnasiums	\$450.00
Multipurpose room	\$100.00
Hallway	\$50.00
Racquetball Court	\$100.00
Front desk staff	<u>\$130.00</u>

Total Cost **\$830.00**

ALTERNATIVES

1. Approve sponsoring the CHS graduation party in the amount not to exceed \$830.00
2. Do not sponsor the event, but instead waive the fee.
3. Deny the request.
4. Funding not to exceed a different amount approved by City Council.

ATTACHMENTS

None

AGENDA & SUMMARY REPORT TO:

Mike Fink, Recreation and Public Facilities Superintendent
Audra Wood, CHS Parent Advisor Committee

Cody Auditorium/ Club Room/ Kitchen Needs Assessment Proposal

ACTION TO BE TAKEN

Request City Council to allow The Mayor to enter into the proposal with Plan One Architects for the needs assessment at the Cody Auditorium Building.

SUMMARY OF INFORMATION

The City Council had taken action to approve the funding of a needs assessment for the Cody Auditorium/ Cody Club Room and Kitchen in the FY 23-24 budget. The money allocated for the assessment was \$75,000.

- Plan One will provide to the City of Cody and executive summary detailing the findings from the report.
- Architectural and structural evaluations of the building.
- Mechanical, Electrical and Plumbing evaluations of the building.
- They would provide conceptual imagery (floor plans, 3D renderings, etc.) of potential schemes of improvements.
- They will also provide conceptual cost estimates for any repairs, renovations and improvements identified.

We had two companies that put in bids for the project. The low bid was from Plan One for \$58,500.

We would like to recommend that the City of Cody enter into the proposal with Plan One Architects for a needs assessment at the Auditorium Building not to exceed \$58,500.

FISCAL IMPACT

Plan One proposal not to exceed \$58,500.00.

ALTERNATIVES

1. Enter into proposal from Plan One.
2. Deny the proposal.

ATTACHMENTS

Plan One Architects Needs Assessment Fee Proposal.

AGENDA & SUMMARY REPORT TO

Barry Cook – City Administrator for the City of Cody

Mike Fink, Public Facilities, Aquatics and Recreation Superintendent

Taylor Lee, President Plan One Architects



plan one / architects
cheyenne cody rock springs bozeman

January 30, 2024

Mr. Mike Fink
Recreation, Aquatics, and Public Facilities Superintendent
City of Cody
PO Box 2200
Cody, WY 82414

Re: City of Cody
Cody Auditorium Needs Assessment Fee Proposal

Dear Mr. Fink,

Thank you for requesting Plan One/Architects propose architectural / engineering services for the Facility Condition Assessment at the historic Cody Auditorium in Cody, Wyoming. The intent of this letter is to outline the scope of work for the project, the professional design services we propose to provide, and the associated architectural / engineering design fees.

Project Description: Based on our conversation and tour of the project site, this Proposal is for professional design services related to determining the existing condition of the Cody Auditorium, as well as provide conceptual cost estimates for a variety of improvements. The following scope of work will be included as a part of this proposal:

- Provide an executive summary detailing the findings from the report.
- Architectural evaluation of the existing building.
- Structural evaluation of the existing building.
- Mechanical, Electrical, and Plumbing evaluation of the existing building. To include temperature controls, fire sprinkler systems, fire alarm systems, and others as identified in the attached fee proposal from Associated Construction Engineering.
- Conceptual imagery (floor plans, 3D renderings, etc.) of potential schemes of improvement with narratives describing the upgrades.
- Conceptual Cost Estimates for any repairs, renovations, and improvements identified.

Professional Assessment Team: In order to provide a comprehensive assessment of the concession properties, Plan One/Architects has assembled a team of core engineers and specialty consultants for this project. This team is highly experienced and detail oriented. The Assessment Team consists of the following firms and disciplines:

- | | |
|-----------------------|-------------------------------------|
| • Plan One/Architects | Architecture and Project Management |
| • Plan One/Architects | Structural Engineering |
| • ACE Engineering | Mechanical Engineering |
| • ACE Engineering | Electrical Engineering |

325 W. 18th St. Suite 3
Cheyenne, WY 82002
307.514.4575

225 W. Yellowstone Ave. Suite 4
Cody, WY 82414
307.587.8646

4020 Dewar Dr. Suite A
Rock Springs, WY 82901
307.352.2954

1174 Stoneridge Dr. Suite 213
Bozeman, MT 59718
406.219.5992

M. Fink

1.30.24

Page 2

Fee Proposal: Based on the scope of work as we now understand it, we are providing the following fee proposal for the Cody Auditorium Needs Assessment Project:

Plan One/Architects, Architecture, & Project Management	=	\$38,000
Plan One/Architects, Structural	=	\$ 9,500
ACE, Mechanical, Plumbing, and Electrical	=	\$11,000
Total Proposal	=	\$58,500

Base architectural / engineering fees and reimbursables will be considered a lump sum and be billed on a percentage complete of the services provided.

Professional Liability Insurance: Plan One/Architects will provide their standard insurance for the Project as follows:

General Liability, covering Architect's property

- American Economy Insurance Group
- Policy #: 02BP8899175
- Amount: \$2,000,000
- Agent: HUB International
Selda Baumberger
307.732.5956

Professional Liability, covering Errors & Omissions

- American States Insurance Company
- Policy #: 01CT11543470
- Amount: \$2,000,000
- Agent: HUB International

If this Proposal is acceptable to you, please sign and return a copy to Plan One/Architects and we will commence the work. We look forward to being of service to you.

Sincerely,



Taylor Lee, AIA
President
Plan One/Architects

Mayor
City of Cody



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),

Name of person to appear before the Council Aaron Buck

Organization Represented Yellowstone Regional Airport

Date you wish to appear before the Council March 5th

Email Address aaronb@flyyra.com Telephone _____

Names of all individuals who will speak on this topic Aaron

Event Title (if applicable) AIP 45 Amendment

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) _____

The FAA is changing the percent they will pay for AIP 45 from 95 % to 93.5 %. This changes State and YRA local match. YRA has sufficient funds for the change.

Which City employee(s) have you spoken to about this issue? Matt Hall, Lea Ann

Signature  Date 2/12/24



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

{{DateTime_es :signer1:calc(now()):format(date," mmmm d, yyyy")}}

The Honorable Matt Hall, Mayor
City of Cody
1338 Rumsey Avenue
Cody, WY 82414

Mr. Doug Johnston, Chairman
Yellowstone Regional Airport Board
2101 Roger Sedam Drive, Suite 1
Cody, WY 82414

**Yellowstone Regional Airport
Cody, Wyoming
AIP Grant No. 3-56-0006-045-2023
Contract No. DOT-FA23NM-1007
Unique Entity Identifier N9EVR9EDJ9C4
Formal Amendment No. One**

Dear Mayor Hall and Mr. Johnston:

We are enclosing an electronic copy of Amendment No. One to the subject grant agreement for your signature.

To properly enter into this amendment, you must do the following:

- The governing body must provide authority to execute the amendment to the individual signing the grant; i.e. the sponsor's authorized representative.
- The sponsor's authorized representative must execute the amendment by providing their electronic signature.
- Once the sponsor's authorized representative has electronically signed the amendment, the sponsor's attorney will automatically be sent via email the amendment to provide their electronic signature.
- You may not make any modification to the text, terms or conditions of the amendment.
- Following the attorney's action, the executed amendment will be automatically sent to all parties as an attachment to an email.



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

Please don't hesitate to call Rebecca Wersal if you have any questions. Rebecca can be reached at (303) 342-1257.

Sincerely,

{{Sig_es_:signer1: signature}}

John P. Bauer, Manager
Denver Airports District Office

enclosure



U.S. Department
of Transportation
**Federal Aviation
Administration**

Airports Division
Northwest Mountain Region
Colorado, Utah, Wyoming

N9EVR9EDJ9C4

(Unique Entity Identifier)

Yellowstone Regional Airport

(Airport/Planning Area)

AMENDMENT NO. ONE TO GRANT AGREEMENT AIP GRANT NO. 3-56-0006-045-2023

WHEREAS, the Federal Aviation Administration (hereinafter referred to as the "FAA") has determined it to be in the interest of the United States that the Grant Agreement between the FAA, acting for and on behalf of the United States, and the City of Cody, Wyoming and the Yellowstone Regional Airport Board (hereinafter referred to as the "Sponsor"), accepted by said Sponsor on March 27, 2023 be amended and as hereinafter provided.

NOW THEREFORE, WITNESSETH:

That in consideration of the benefits to accrue to the parties hereto, the FAA on behalf of the United States, on the one part, and the Sponsor, on the other part, do hereby mutually agree that the said Grant Agreement be and hereby is amended as follows:

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 93.75 percent of the allowable costs, up to the Maximum Obligation amount listed in Condition No. 1, incurred accomplishing the Project as the United States share of the Project.

All other terms and conditions of the Grant Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to said Grant Agreement to be duly executed as of

{{DateTime_es_:signer1:calc(now()):format(date," mmmm d, yyyy")}}

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

{{Sig_es_:signer1: signature}}

(Signature)

John P. Bauer

(Typed Name)

Manager, Denver Airports District Office

(Title of FAA Official)

N9EVR9EDJ9C4

(DUNS No)

Yellowstone Regional Airport

(Airport/Planning Area)

CITY OF CODY, WYOMING

(Name of Sponsor)

{{Sig_es_:signer2: signature}}

(Signature of Sponsor's Designated Official Representative)

{{N_es_:signer2: fullname}}

(Typed Name of Sponsor's Designated Official Representative)

{{*Ttl_es_:signer2: title}}

(Typed Title of Sponsor's Designated Official Representative)

{{DateTime_es_:signer2:calc(now()):format(date," mmmm d, yyyy")}}

(Date)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, {{N_es_:signer3: fullname}}, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Amendment to the Grant Agreement and the proceedings taken by said Sponsor relating thereto, and find that the execution thereof by said Sponsor has been duly authorized and is in all respects due and proper and in accordance with the laws of the State of Wyoming and further that, in my opinion, said Amendment to the Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated {{DateTime_es_:signer3:calc(now()):format(date," mmmm d, yyyy")}}

{{Sig_es_:signer3: signature}}

By:

(Signature of Sponsor's Attorney)

N9EVR9EDJ9C4

(DUNS No)

Yellowstone Regional Airport

(Airport/Planning Area)

YELLOWSTONE REGIONAL AIRPORT BOARD

(Name of Sponsor)

{{Sig_es_:signer4: signature}}

(Signature of Sponsor's Designated Official Representative)

{{N_es_:signer4: fullname}}

(Typed Name of Sponsor's Designated Official Representative)

{{*Ttl_es_:signer4: title}}

(Typed Title of Sponsor's Designated Official Representative)

{{DateTime_es_:signer4:calc(now()):format(date," mmmm d, yyyy")}}

(Date)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, {{N_es_:signer5: fullname}}, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Amendment to the Grant Agreement and the proceedings taken by said Sponsor relating thereto, and find that the execution thereof by said Sponsor has been duly authorized and is in all respects due and proper and in accordance with the laws of the State of Wyoming and further that, in my opinion, said Amendment to the Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated {{DateTime_es_:signer5:calc(now()):format(date," mmmm d, yyyy")}}

{{Sig_es_:signer5: signature}}

By:

(Signature of Sponsor's Attorney)

MEETING DATE: MARCH 5, 2024

DEPARTMENT: MULTIPLE – PW, PD, PARKS & REC

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

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

AGENDA ITEM SUMMARY REPORT



Approval of the 2024 Fistful of Dirt Bike Race **proposed to be held within the City of Cody on August 31 and September 1, 2024**

ACTION TO BE TAKEN

Consider approval of the activities associated with the 2024 Fistful of Dirt Bike Race including Street Closures, City Park Use, Malt Beverage & Open Container Permits, and other related items subject to the conditions of approval outlined in the Summary Report.

SUMMARY OF INFORMATION

The 2024 Fistful of Dirt Bike Race (Race) has been proposed by Janie Curtis of Fistful of Dirt, LLC, who is functioning as the event organizer. The Race has been approved by City Council for the past three years, with Race participation growing every year from nearly 150 participants in 2020 to an estimated 250 participants for the 2024 Race.

The two-day event will include pre-race activities on the afternoon and evening of Saturday, August 31, 2024, and all-day activities associated with running four (4) separate races of varying lengths on differing courses on Sunday, September 1, 2024 (Labor Day Weekend). The event organizer will hold pre- and post-race events at City Park on Sunday, September 1, including an evening concert that is open to the public at no charge. The bike race courses and all associated activities on both days are described in the attached Fistful of Dirt Gravel Bike Race 2024 - Proposal for the City of Cody (Proposal) submitted by the event organizer.

The Street Closure, City Park Use, and Malt Beverage & Open Container Permit requests are summarized as follows:

- Saturday, August 31, 2024 – Packet Pick-up, BBQ and Participant Activities at Joyvagen Bike Shop
 - Street Closure – Full Closure of Bleistein Avenue between 11th Street and 12th Street from 2:00 p.m. to 7:00 p.m.
 - Malt Beverage & Open Container Permit at Joyvagen Bike Shop
- Sunday, September 1, 2024 – Race Day Events at Cody City Park
 - Street Closure – Full Closure of Beck Avenue from 8th Street to 10th Street from 5:00 a.m. to 10:00 p.m. and parking lane closure on northbound 8th Street from Cody Avenue to Beck Avenue from 9:30 a.m. to 7:00 p.m.
 - City Park Use – Cody City Park and Bandshell from 5:00 am to 10:00 pm
 - Malt Beverage & Open Container Permit at Cody City Park during event activities and evening concert

Cody Police Department and Public Works staff have worked very closely with the event organizer because the 2024 Race will use new and different routes than in previous years. Safety concerns along the routes and at key intersections throughout the City have been identified, and the event organizer has provided information in the Proposal package to address these items.

AGENDA ITEM NO. _____

The Proposal package also includes support from City Departments as summarized below:

- A. Cody Police Department: The Cody PD will provide two (2) off-duty police officers from approximately 6:30 a.m. to 10:30 a.m. on Sunday, September 1, for the escort of Race starts and control of traffic at intersections.
- B. Public Works Department: The Streets Crew will set out traffic control devices to be used on Saturday, August 31 (Bleistein Ave closure) and Sunday, September 1 (Beck Ave closure and 8th Street parking lane). The Streets Crew will drop off the traffic control devices on the afternoon of Friday, August 30, and pick up the devices on the morning of Tuesday, September 3. The event organizer and Race volunteers will set out and remove the traffic control devices during the event activities and Race.
- C. Parks and Recreation Department: Recreation staff will provide direction signs, caution signs, and cones to the race organizer for use on the Race courses.

Items A. and B. described above will be summarized in a Contract for Off-Duty Police and City Personnel, and the event organizer will provide payment for these services at the hourly rates contained in the contract.

COMMUNITY IMPACT

City Staff has identified the following impacts to the community during the event:

- 1. Traffic detour for Bleistein Avenue between 11th Street and 12th Street on Saturday, August 31, 2024, from approximately 2:00 p.m. to 7:00 p.m.
- 2. Access to Cody High School facilities will be limited along Beck Avenue between 8th Street and 10th Street on Sunday, September 1, 2024, from approximately 5:00 a.m. to 10:00 p.m.
- 3. Street parking will be closed along the northbound lanes of 8th Street between Cody Avenue and Beck Avenue on Sunday, September 1, 2024, from approximately 9:30 a.m. to 7:00 p.m.
- 4. Adjoining streets and public parking around Cody City Park will experience event participants, volunteers, visitors, and overflow parking on Sunday, September 1, 2024.
- 5. Traffic flow along the Race start route will experience intermittent impacts and/or brief delays during the off-duty police officer escort of the Race starts on Sunday, September 1, 2024, around the times of 7:00 a.m., 8:00 a.m., and 9:00 a.m. as described in the Proposal package under “All Races Start Description” with accompanying map. The Race start route includes Beck Avenue, 11th Street, South Fork Avenue, Skyline Drive, Meadow Lane Avenue, and 17 Street/Greybull Highway.
- 6. Increased bicycle traffic on City streets and within City limits on Sunday, September 1, 2024, as described in the Proposal package under “Finish for the The Good and The Drifter (20/40 Mile Courses)” and “Finish for the The Ugly and The Bad (100/60 Mile Courses)” with accompanying maps.

FISCAL IMPACT

A Contract for Off-Duty Police and City Personnel will be developed to provide payment for Streets Crew and Off-duty Police Officer time, and the event organizer will be invoiced for those services at the hourly rates contained in the contract. The event organizer will also be charged for Cody City Park rental fees, Mobile Vendor fees, and Malt Beverage & Open Container Permit fees.

STAFF RECOMMENDATION

City Staff recommends approval of the 2024 Fistful of Dirt Bike Race including Street Closures, City Park Use, and Malt Beverage & Open Container Permits with conditions of approval a. through h. summarized below.

- a. The event organizer will provide a Certificate of Liability Insurance in the amount of \$1,000,000 or greater no later than June 28, 2024, subject to approval by the City Attorney.
- b. The event organizer will complete a Mobile Vendor Application for the 2024 Fistful of Dirt Bike Race (which will cover any vendors associated with the event) and pay the \$100 fee, OR require any mobile vendor(s) at the event to individually apply for a mobile vendor permit pursuant to Title 3, Chapter 5, Article III, Sections 7-11 of the City of Cody Municipal Code.
- c. Other than movable traffic control devices, an emergency vehicle access lane shall be maintained on the Beck Avenue street closure throughout the duration of the event.
- d. The set up and take down of City provided traffic control devices in and around the event will be completed by the event organizer and/or volunteers. All City traffic control devices shall be returned to the original drop off location for the Streets Crew to pick up.
- e. The event organizer will work with the Cody Police Department and Public Works staff to coordinate the distribution and drop off locations of traffic control devices, coordinate street closure and parking lane closure plans, and finalize the intersection locations for event volunteers to increase driver awareness during the Race.
- f. The event organizer will finalize and execute the Contract for Off-Duty Police and City Personnel no later than June 28, 2024.
- g. The event organizer will prepare the required Wyoming Department of Transportation (WYDOT) permit application(s) for activities within City limits for the Mayor's signature, and will provide copies of all approved WYDOT permits prior to the event.
- h. A designated single point of contact shall be on site at all times, and their contact information will be provided to the Cody Police Department.

ATTACHMENTS

1. Agenda Request Form
2. Fistful of Dirt Gravel Bike Race 2024 – Proposal for the City of Cody document with event descriptions and race routes

AGENDA SUMMARY REPORT & ATTACHMENTS TO:

Janie Curtis, Fistful of Dirt, LLC, janie@runcodywy.com

Police Chief Jason Stafford, Cody PD

Lieutenant Juston Wead, Cody PD

Rob Kramer, Streets and Vehicle Maintenance Superintendent

Mike Fink, Public Facilities and Recreation Superintendent

AGENDA ITEM NO. _____



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),

Name of person to appear before the Council Janie Curtis

Organization Represented Fistful Of Dirt, LLC

Date you wish to appear before the Council March 5th, 2024

Email Address janie@runcodywy.com Telephone 307-213-0756

Names of all individuals who will speak on this topic Janie Curtis, Phillip Bowman, Chief Stafford

Event Title (if applicable) Fistful Of Dirt Bike Race

Date(s) of Event (if applicable) 8/31/24 & 9/1/24

Location of Event (if applicable) Joyvagen on 8/31, City Park on 9/1

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 for full description.

Which City employee(s) have you spoken to about this issue? Cindy Baker, Phillip Bowman, Chief Stafford, Lt Wead, Mike Fink

Signature  Date 2/17/24

Fistful of Dirt - Gravel Bike Race 2024

Proposal for the City of Cody

Included in this proposal

- Event Description, Schedule, & Operating Plan - Page 1-2
- **Requests from City of Cody - Page 3-7**

Thank you for your consideration. All questions and concerns may be directed to:

Janie Curtis
Event Director
(307) 213-0756
janie@runcodywy.com

Fistful of Dirt - “A Gravel Bike Race & A Dang Good Party”

What: Gravel Bike Race - Cody, Wyoming

When: Saturday, August 31st & Sunday, September 1st, 2024 (see schedule below)

Where: Joyvagen Bike Shop & City Park Cody, WY

Race Distances: 20 Miles (“The Good”), 40 Miles (“The Drifter”) 65 Miles (“The Bad”), 104 Miles (“The Ugly)

Start Times: 7am (10 Miler), 8am (65 Miler) 9am (20 & 40 Miler)

Mission

Our objective is to continue to grow this gravel bike racing event in Cody, Wyoming that showcases everything our landscape and community has to offer through challenging yet fun and safe courses. A post-race party with live music from Cody’s own Kalyn Beasley & The Honky Tonk Arcade will engage the Cody community as a whole and keep tired riders celebrating. This event will support local youth cycling through donations and providing riding and racing opportunities within our own community. Our hope is to create an event that not only brings in racers from outside of Park County and Wyoming, but also provides a race and concert/music event worthy of everyone in our local community.

4-Year Success

Our inaugural year, despite Covid, was a huge success! Not only did we have nearly 150 registrants, but we were able to draw in professional cyclists and other riders from all over the country. Two of the country’s leading gravel cyclists, Peter Stetina and Kathy Pruitt, participated in 2020 and have even continued to support and promote FFOD. In previous years we’ve consistently had around 50% of our registrants coming from outside of Wyoming and 30% of our registrants were women (which is a huge number in this industry). Combined, these stats show FFOD benefits locals, as well as generates business from tourists who stayed an average of 2-3 nights in town and spent an average of \$1000 over the weekend (based on our post-race survey). We also see that our female:male ratio is much higher than most races, which demonstrates our reach and accessibility to all riders. We’ve grown this race from 150 registrants the first year to nearly 240 and our ratio of locals and out of staters have remained consistent - as well as the added financial benefit to our local businesses.

Weekend Schedule

Saturday, August 31st - Joyvagen Bike Shop

4-7pm - Packet Pick-Up & Expo @ Joyvagen Bike Shop

5-7pm - Backyard BBQ @ Joyvagen

Sunday, September 1st - City Park

6am - Race Day Packet Pick Up at City Park

7am - “The Ugly” Race Start (104 mile race) - off course by 7pm

8am - “The Bad” Race Start (65 mile race) - off course by 2pm

9am - “The Good” & “The Drifter” Race Start (20 & 40 mile race starts) - off course by 2pm

11am-10pm - Post-Race Expo & Food trucks at City Park

7-10pm - Live Music - free and open to the whole Cody Community at City Park

Operating Plan

Set Up Plan:

Set-up would be from Friday to Saturday, August 30th-31st - we will put out flagging, chalk, and/or another removable material to mark courses.

There will be aid stations set up with volunteers on Sunday morning of the race, accessible by vehicle. All races will be cupless, meaning each participant is responsible for carrying their own non-disposable drinking container (this keeps our aid station trash very low). Aid stations will contain water, a pre-mixed sports drink, and light food. Everything carried in will be carried out, including food and other trash.

Safety:

An ambulance will be available on course or on call. Wilderness EMS will be present on course in areas accessible via ATV. Volunteers will be stationed throughout the courses to help participants navigate, as well as to assess participant safety. Each course volunteer will have a list of participants, their race numbers, and which distance they're riding, and will keep tabs on all participants at their checkpoint. In the case of an emergency, volunteers will be instructed to first call 911, then to call the race director and/or volunteer coordinator. All racers will be provided with required etiquette such as riding no more than two abreast, using bike lanes where possible and abiding by all traffic laws.

Clean Up:

Courses will be swept of trash and flagging/course markings on Sunday and Monday, September 1st & 2nd.

Other Details:

All racers will be off course by 7pm

Portable toilets will be dropped along the course and at the start/finish area.

The post-race events will include Expo, food/snacks, drinks (including beer), and music.

Measures will be taken to keep alcohol in the hands of 21+ participants only such as ID checking and wristbands and having a designated "Beer Garden."

Requested from the City of Cody

We've worked closely with Phillip Bowman, Chief Stafford, and Lt Wead to find new courses for Fistful Of Dirt to increase safety and efficiency of riders and motorists. With the approval and support from Phillip, Chief Stafford, and Lt Wead that the below requests work for them and their departments, we kindly ask for the following:

Saturday, August 31st, 2024:

- Closure of Bleistein between 11th & 12th for Saturday, August 31st Packet Pick-up, food, and Expo at Joyvagen Bike Shop for all race participants from 2-7pm.
- Malt Beverage and Open Container permits for Saturday at Joyvagen.

Sunday, September 1st, 2024:

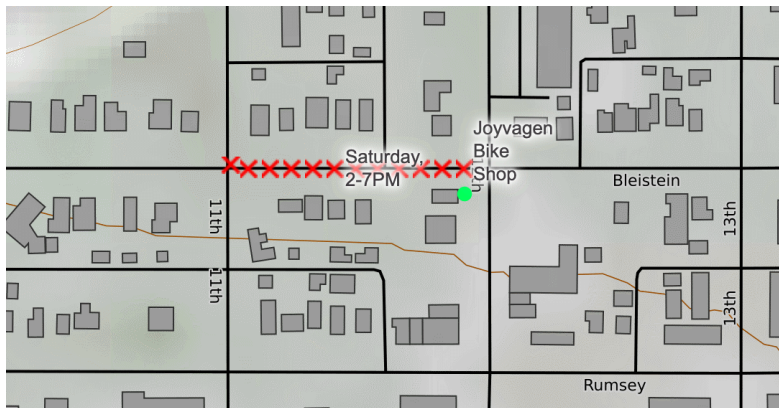
- Approval for 4 separate bike race courses through City Limits (all of these courses share the same starting route through city limits, and we propose two separate re-entry routes through the City for the 100/65 Milers and 20/40 Milers) for Sunday, September 1st, 2024 - 7am-7pm. We are **not** requesting these courses be closed to regular traffic.
- Street closures for Sunday, September 1st, 2024:
 - Beck Ave from 8th-10th Streets from 5am-10pm
- 2 Off-duty police officers from 6:30AM-10:30AM
 - 1 Officer to escort all neutral race starts (7AM, 8AM, 9AM) & block traffic at 17th & Meadow Ave for riders to turn right by McDonalds heading east out of town.
 - 1 Officer to assist left turn from Skyline onto Meadow Ave for all race starts.
- Blocking east-side street parking on US 14/16/20 from Cody Ave to Beck Ave and providing cones to block this parking lane for cyclists to use from 9:30AM-7PM (race officials will place cones with the help of Cody PD to avoid using City Staff during holiday weekend),
- Malt Beverage and Open Container permits for Sunday, September 1st at City Park.
- Mayor's signature for WYDOT permit application

Please see below for detailed street closure requests, course maps, and descriptions.

Proposed Street Closure

Saturday, August 31st, 2024

1. Bleistein between 11th & 12th from 2pm-7pm



Sunday, September 1st, 2024

1. Beck Avenue between from 8th-10th Streets, 5am-10pm



Proposed Bike Race Courses

The Good - 20 Miles

9am-2pm

The Drifter - 40 Miles

9am-2pm

The Bad - 65 Miles

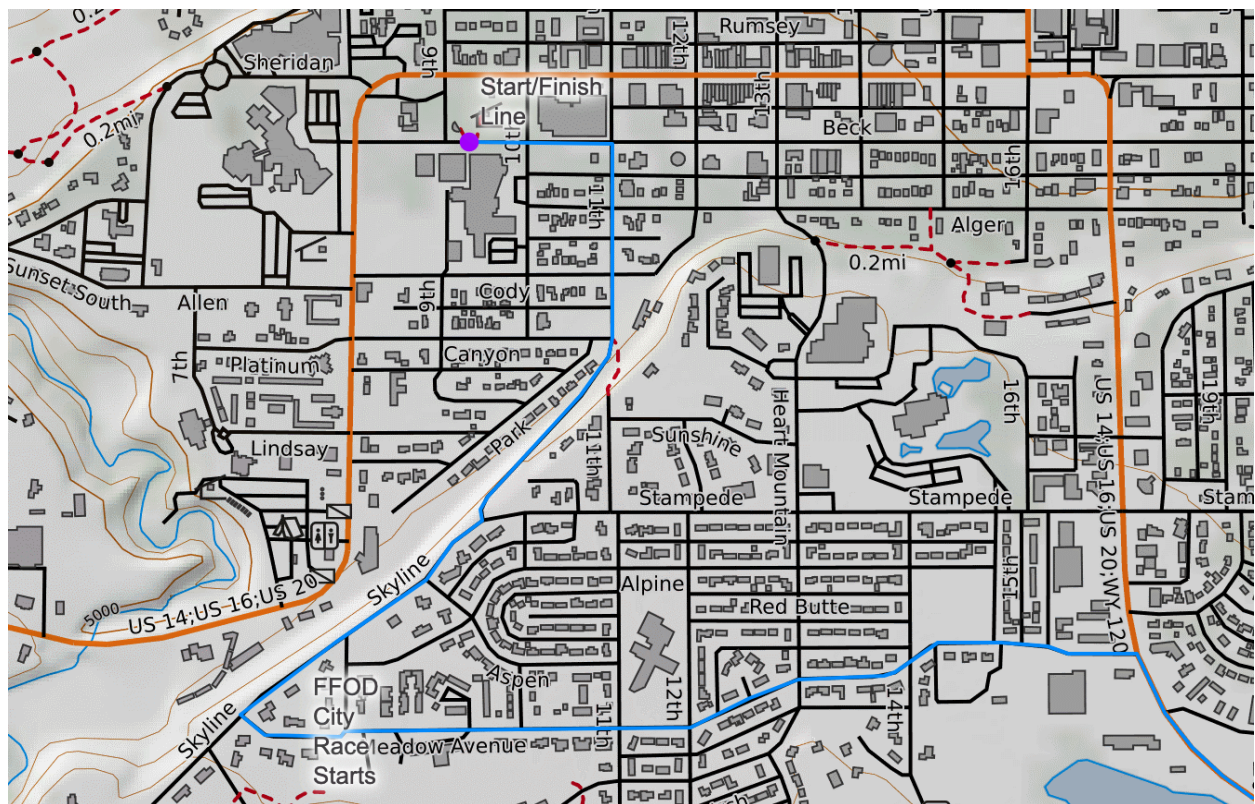
8am-2pm

The Ugly - 104 Miles

7am-7pm

For 2024 we are looking to change the direction of travel for all 4 of our race distances. We would like all races to be traveling clockwise through their routes to provide more right-hand turns through and outside of town. All 4 races follow the same route through and out of town starting from City Park on Beck Ave. That route is shown and described in the following pages:

All Race Starts (In Blue)

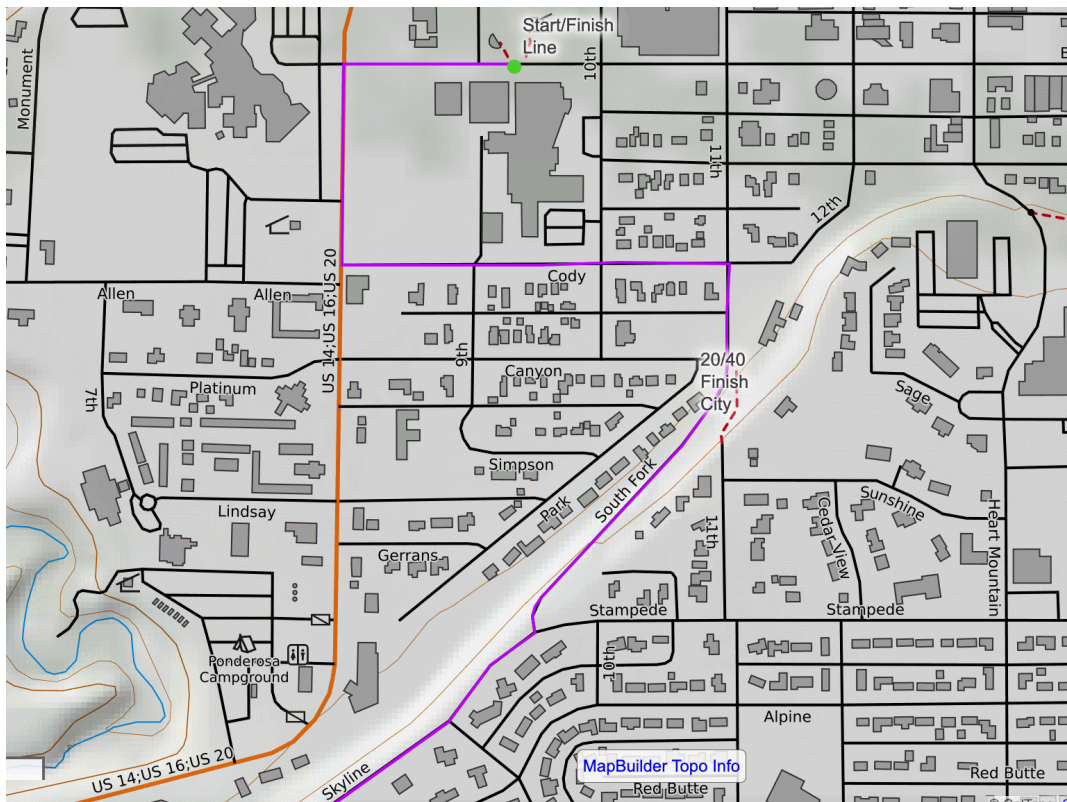


All Races Start Description

All race distances will start on Beck Ave next to the bandshell in City Park. All racers will have a “neutral start” meaning they will be led out at an even pace by the Cody PD and an FFOD driver to keep everyone in one collective group.

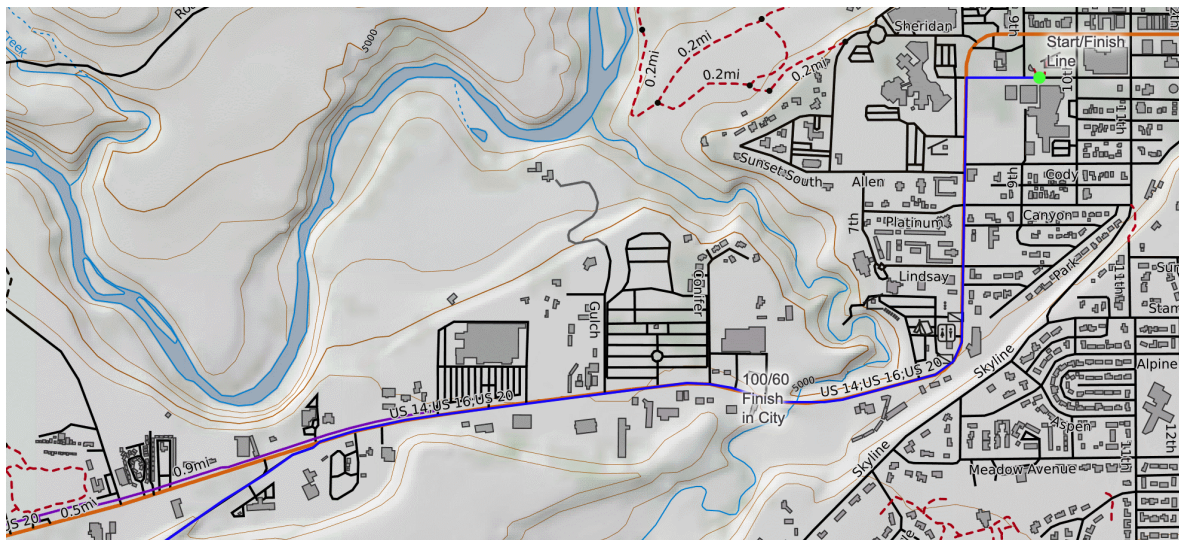
- Riders head east on Beck and turn right (heading south) onto 11th St.
- Riders head south on 11th and turn right onto Skyline at the top of the hill.
- Riders stay on Skyline then turn left on Meadow Ave.
 - 1st Cody PD will be escorting all racers from the start and through Meadow Ave stop lights, FFOD will provide volunteers for 11th/Stampede, 8th/Meadow, and 11th/Meadow to help alert (but not stop) traffic.
 - 2nd Cody PD Officer will be stopping traffic at Skyline/Meadow for riders to make the left-hand turn.
- Riders turn right from Meadow onto 17th heading northeast out of town.
 - Cody PD escort will pull ahead to stop northeast-bound traffic for riders to turn right onto 17th.

Finish for “The Good” & “The Drifter” (20/40 Mile Courses) (In Purple)



- Riders re-enter City limits from Skyline heading north
- Riders turn Left at Stampede to continue down the 11th St Hill
 - FFOD Volunteer at this intersection to alert (but not stop) traffic to riders on road.
All riders will be instructed to follow all traffic laws.
- Riders turn left onto Cody Ave from 11th
 - FFOD Volunteer will be present to help alert (but not stop) traffic to riders on road.
- Riders turn right onto 14/16/20 into coned-off parking lane.
- Riders turn right onto Beck Ave to ride into finish.

Finish for “The Ugly” & “The Bad” (100/60 Mile Courses)
(In Blue coming from South Fork heading East through town)



- Riders re-enter City limits from Hwy 291 (South Fork) heading east onto Yellowstone Ave
- Riders continue east towards downtown Cody on Yellowstone Ave
- Riders turn right/east onto Beck Ave for Finish

AGENDA ITEM SUMMARY REPORT

The Final Plat and Construction Plans of the Sommer Minor Subdivision

ACTIONS TO BE TAKEN

Approve the final plat and construction plans for the Sommer Minor Subdivision, a 2-lot subdivision, subject to conditions of approval.

SUMMARY

The proposed subdivision will divide an 8.95-acre parcel located at 2620 Carey Street into two lots. Lot 1 is 3.36 acres of vacant agricultural land. Lot 2 contains a house, outbuildings, and additional agricultural land. The property is zoned R-2 and Rural Residential (RR).



SUBDIVISION REGULATIONS

The general subdivision ordinance requirements were reviewed with the preliminary plat approval. The following subdivision variances were granted by the City Council.

Subdivision Variances:

1. To waive the alley requirement.
2. To modify the street requirements for Carey Street as described in the staff report for the preliminary plat (install an 18' wide paved lane from Valley Avenue to Lot 2).

Status of Preliminary Plat Conditions:

The conditions of the preliminary plat approval are listed below, with the status of each.

AGENDA ITEM NO. _____

1. Provide the final plat documents in accordance with the subdivision ordinance. A water distribution plan, which has been approved by Cody Canal, will need to be provided with the final plat.
Status: Met. The water distribution plan has been approved by Cody Canal. The plans for the paving of Carey Street have been submitted and have been approved by Public Works. All other final plat documents have been provided.
2. The water tap fee for Lot 1 and the electrical estimate to move the power pole are to be paid before the final plat is recorded.
Status: The electrical estimate has been paid and the new power pole has been set. Once cable gets off the old pole it can be removed. The water tap fee is still outstanding and will need to be paid prior to the mayor signing the final plat.
3. Provide a 10-foot-wide utility easement for the existing power line across the lower field.
Status: Shown on plat.
4. Installation of the sewer service, domestic water service, power, and desired 3rd party utilities (gas and telecommunications) to the building site on Lot 1 is to occur in conjunction with development of Lot 1.
Status: Noted. Required in conjunction with development of Lot 1.
5. Add a note to the plat that due to the distance from a fire hydrant and the steepness of the driveway to Lot 1, the house on Lot 1 will need to be provided with a fire sprinkler system, as a condition of the fire code variances authorized by the fire marshal.
Status: The note is included on the final plat (#3).
6. Add a note that any outstanding subdivision improvements must be completed prior to or in conjunction with development of Lot 1, and to see the Community Development Department for details.
Status: The note is included on the final plat (#2).

RECOMMENDATION:

The Planning & Zoning Board recommends approval of the Sommer final plat and construction plans, subject to the following conditions:

1. Condition met. Provide a copy of the construction plans for the Carey Street improvements for Public Works review and approval prior to consideration of the final plat by City Council.
2. Condition met. Prior to the mayor signing the final plat complete the edits to the final plat, including any change after verifying the signatories, and removing the word "parcel" from "Easement parcel created his plat" in the legend.
3. Prior to the mayor signing the final plat, pay the domestic water tap fee for Lot 1.
4. Prior to or in conjunction with issuance of a building permit for Lot 1:
 - a) Complete the Carey Street improvements (18' paved lane from Valley Avenue to the northwest corner of Lot 2) and install the sewer service, domestic water service, power, and desired 3rd party utilities (gas and telecommunications) to the building site on Lot 1. The old power pole and guy wire at the top of the hill must be removed as well (awaiting relocation of the cable service).
 - b) Have the engineer perform the inspections of the Carey Street improvements as required so that upon completion of the street improvements there can be provided the engineer's certification, developer's one-year warranty on the improvement, and other information as necessary to comply with Section 11-5-1(A) of the subdivision ordinance.

AGENDA ITEM NO. _____

5. Upon completion of the Carey Street paved lane improvement and prior to its acceptance by the City, provide a summary to the City finance officer of the value of the street for contributed capital purposes.

ATTACHMENTS:

Final Plat

Construction plans

H:\PLANNING DEPARTMENT\FILE REVIEWS\MAJOR-MINOR SUBDIVISION\2023\SUB2023-03 SOMMER MINOR SUBDIVISION\STAFF REPORTS\AGENDA SUMMARY SOMMER FINAL PLAT.DOCX

NOTES

- BEARINGS ARE BASED ON THE CITY OF CODY COORDINATE SYSTEM, WHICH IS BASED ON THE WYOMING COORDINATE SYSTEM NAD83 WEST CENTRAL ZONE.
- OUTSTANDING SUBDIVISION IMPROVEMENTS MUST BE COMPLETED PRIOR TO OR IN CONJUNCTION WITH ISSUANCE OF ANY BUILDING PERMIT FOR CONSTRUCTION ON LOT 1. CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT AT CITY HALL FOR INFORMATION.
- DUE TO THE DISTANCE FROM THE CLOSEST FIRE HYDRANT AND THE STEEPNESS OF THE DRIVEWAY, LOT 1 WILL BE REQUIRED TO INSTALL A FIRE SUPPRESSION SYSTEM AUTHORIZED AND APPROVED BY THE FIRE MARSHALL.

CERTIFICATE OF OWNER

STATE OF WYOMING } SS.
COUNTY OF PARK }

KNOW ALL MEN BY THESE PRESENTS THAT I/WE, THE UNDERSIGNED, HEREBY CERTIFY THAT I/WE ARE OWNERS, LEIGH S. SOMMER LIVING TRUST, DATED MARCH 6, 2019, AND PROPRIETORS OF SAID PARCEL DESCRIBED IN WARRANTY DEED DOCUMENT #2023-2399 ACCORDING TO THE RECORDS OF THE COUNTY CLERK AND RECORDER OF PARK COUNTY, STATE OF WYOMING, AS EVIDENCED BY THAT WARRANTY DEED RECORDED AS DOCUMENT #2023-2399 IN SAID CLERK AND RECORDER'S OFFICE;

THAT WE HAVE CAUSED SAID PROPERTY TO BE SURVEYED AND PLATTED AS SHOWN HEREON AS THE SOMMER MINOR SUBDIVISION LOCATED WITHIN THE CITY OF CODY; THAT THE SUBDIVISION AS APPEARS ON THIS PLAT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS; THAT WE HEREBY DEDICATE THE EASEMENTS LABELED HEREON TO THE USES SO NOTED; THAT SAID LANDS ARE SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY AND MINERAL RIGHTS OR RESERVATIONS ON RECORD.

LEIGH S. SOMMER
TRUSTEE

KERI SOMMER
TRUSTEE

STATE OF WYOMING } SS.
COUNTY OF PARK }

THE FOREGOING CERTIFICATE OF OWNER WAS ACKNOWLEDGED BEFORE ME BY LEIGH S. SOMMER & KERI SOMMER, OF THE LEIGH S. SOMMER LIVING TRUST, DATED MARCH 6, 2019.

THIS _____ DAY OF _____, 2024, WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

CERTIFICATE OF SURVEYOR

I, CODY A. SCHWITZ, OF ENGINEERING ASSOCIATES, IN CODY, WYOMING, A DULY REGISTERED PROFESSIONAL ENGINEER AND LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED USING DOCUMENTS ON FILE IN THE OFFICE OF THE PARK COUNTY CLERK AND FROM NOTES TAKEN DURING ACTUAL SURVEYS PERFORMED BY ME AND UNDER MY SUPERVISION IN MAY AND NOVEMBER, 2023; AND, THAT TO MY KNOWLEDGE, THIS MAP SHOWS THE SITUATION ON THE GROUND AT THE TIME OF ITS PREPARATION.



LEGEND

- SET 2" ALUMINUM CAP ON 5/8"x24" REBAR
- FOUND 3.5" DIA. BRASS CAP
- FOUND 1 OR 2" DIA. ALUMINUM CAP
- FOUND 3/4" IRON ROD / PIPE

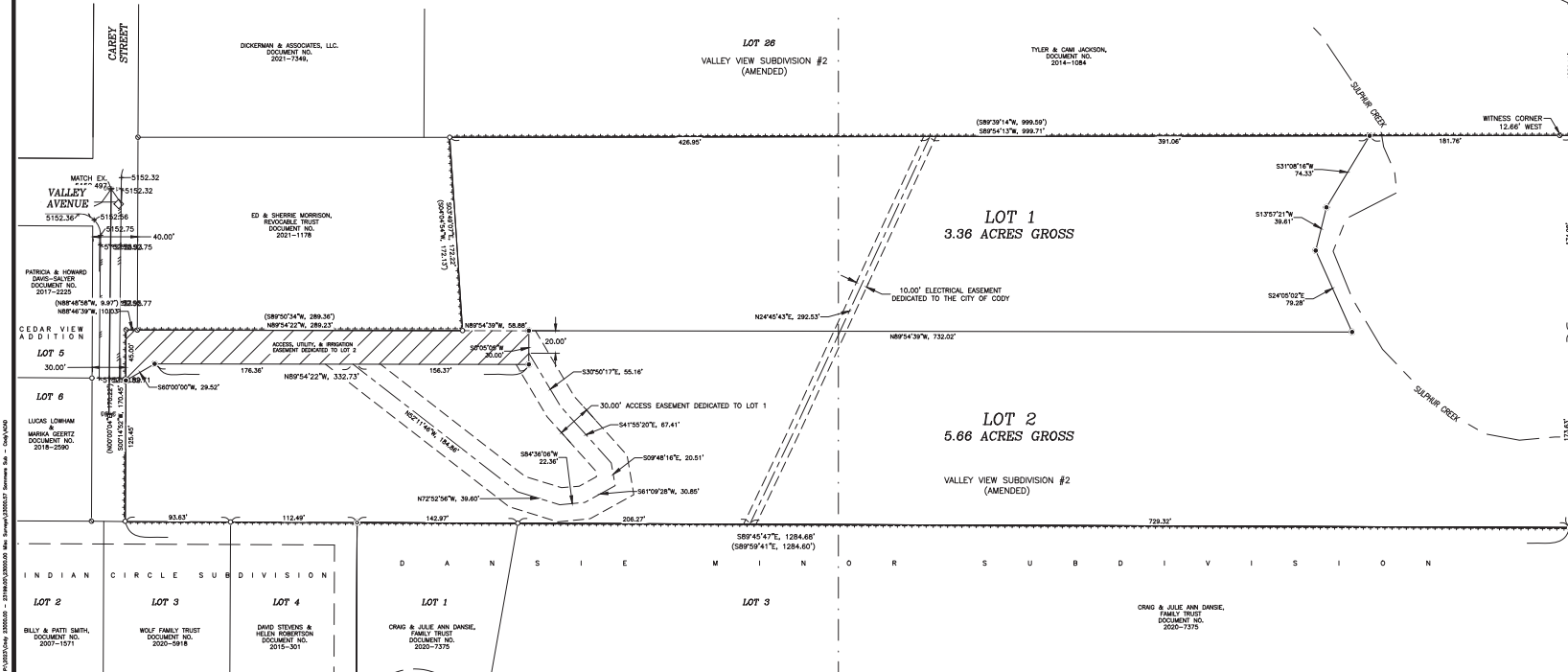
SUBDIVISION BOUNDARY
SUBDIVISION LOT LINES
EXISTING EASEMENT
EASEMENTS CREATED THIS PLAT
EASEMENT CREATED THIS PLAT



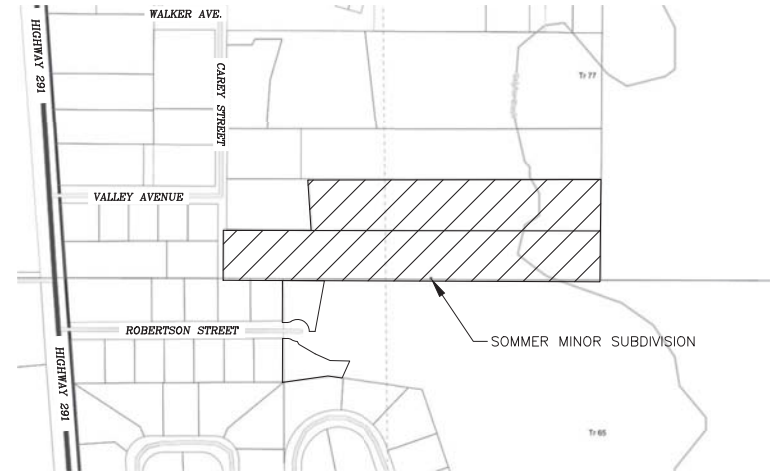
58°54'13"W, 999.77'

() RECORD DIMENSIONS FROM RECORD OF SURVEY 1-67' IN PARENTHESES

0 25 50 100
SCALE (FT)



RESURVEY T.53N., R.101W.
CITY OF CODY



VICINITY MAP

0 100 200 400
SCALE (FT)

CLERK AND RECORDER ACCEPTANCE

THIS PLAT WAS ACCEPTED IN THE OFFICE OF THE CLERK AND RECORDER, PARK COUNTY, WYOMING, AT _____ O'CLOCK _____ M. ON THIS _____ DAY OF _____, 2024, FILED FOR RECORDING IN BOOK OR PLAT CABINET _____ AT PAGE _____ AND RECORDED AS COMPUTER RECORD DOCUMENT NUMBER _____

PARK COUNTY CLERK

BY: _____ DEPUTY.

CITY PLANNING AND ZONING BOARD

RECOMMENDED FOR APPROVAL AS OF _____ DAY OF _____, 2024 BY THE CITY PLANNING AND ZONING BOARD OF CODY, WYOMING.

CHAIRMAN

CITY COUNCIL APPROVAL

APPROVED AS OF _____ DAY OF _____, 2024 BY THE CITY COUNCIL OF CODY, WYOMING.

MAYOR - MATT HALL

ATTEST: CHADY BAKER
ADMINISTRATIVE SERVICES OFFICER

PLAT SHOWING - SOMMER MINOR SUBDIVISION

LOCATED WITHIN
LOT 27 & 28
VALLEY VIEW SUBDIVISION NO. 2 (AMENDED)
LOT 77
RESURVEY T.52N., R.102W., 6TH P.M.,
CITY OF CODY, PARK COUNTY, WYOMING

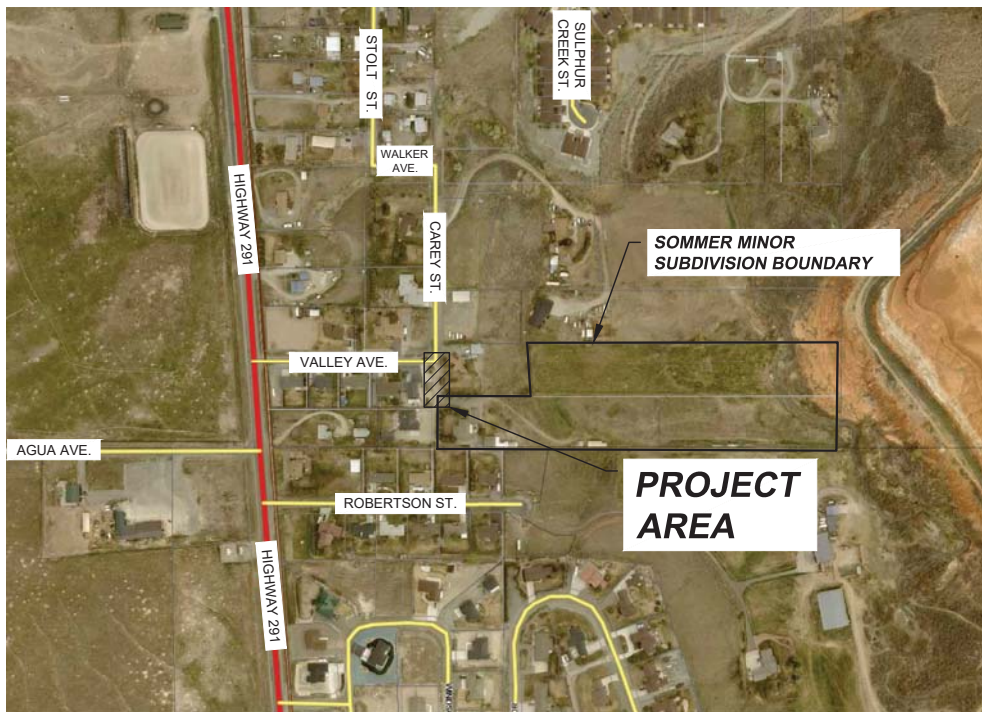
PREPARED FOR: LEIGH & KERI SOMMER
2620 CAREY STREET
CODY, WY 82414

PREPARED BY: ENGINEERING ASSOCIATES
CONSULTING ENGINEERS & SURVEYORS
P.O. BOX 1900
CODY, WYOMING 82414



JOB NO. 23000.57
02/20/2024 BOOK NO. 593
23000.57 Sommers Sub

PA 2023 Cody 23000.00 - 23199.00 23000.00 Misc. Surveys 23000.57 Sommers Sub - Cody WCD 23000.57 Sommers Sub 2/19/24 Nick



VICINITY MAP
SCALE: 1" = 400'

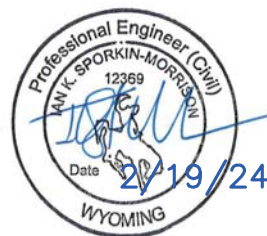
SOMMER MINOR SUBDIVISION ROADWAY ACCESS FOR LEIGH & KERI SOMMER CODY, WY

DRAWING INDEX	
SHEET NUMBER	SHEET TITLE
1	TITLE SHEET
2	PLAN & PROFILE - CAREY STREET
3	DETAILS - CAREY STREET

LEGEND

- ⊙ FOUND 2" ALUMINUM CAPS
- SET 2" DIA. ALUMINUM CAP ON 5/8" DIA. STEEL BAR.
- ⊕ MANHOLE LID. UTILITY AND STRUCTURE TYPES VARY.
- ⊕ FIRE HYDRANT
- ☼ ESTABLISHED TREES

- SUBDIVISION BOUNDARY
- PROPOSED SUBDIVISION LOT LINES.
- G ----- EXISTING BURIED NATURAL GAS LINE.
- TW ----- EXISTING BURIED TREATED WATER LINE.
- SA ----- EXISTING BURIED SANITARY SEWER LINE.
- X ----- EXISTING FENCE
- SA ----- PROPOSED BURIED SANITARY SEWER LINE
- TW ----- PROPOSED BURIED TREATED WATER LINE
- G ----- PROPOSED BURIED GAS LINE



DATE	DRAWING LOG	BY	CHECKED	APPROVED	DRAWN BY: NSH
02/19/24	FINAL DRAWING	NSH	IKSM	IKSM	JOB NO. 22000.57
01/10/24	ORIGINAL DRAWING	NSH	IKSM	IKSM	FIELD BOOK NO. _____



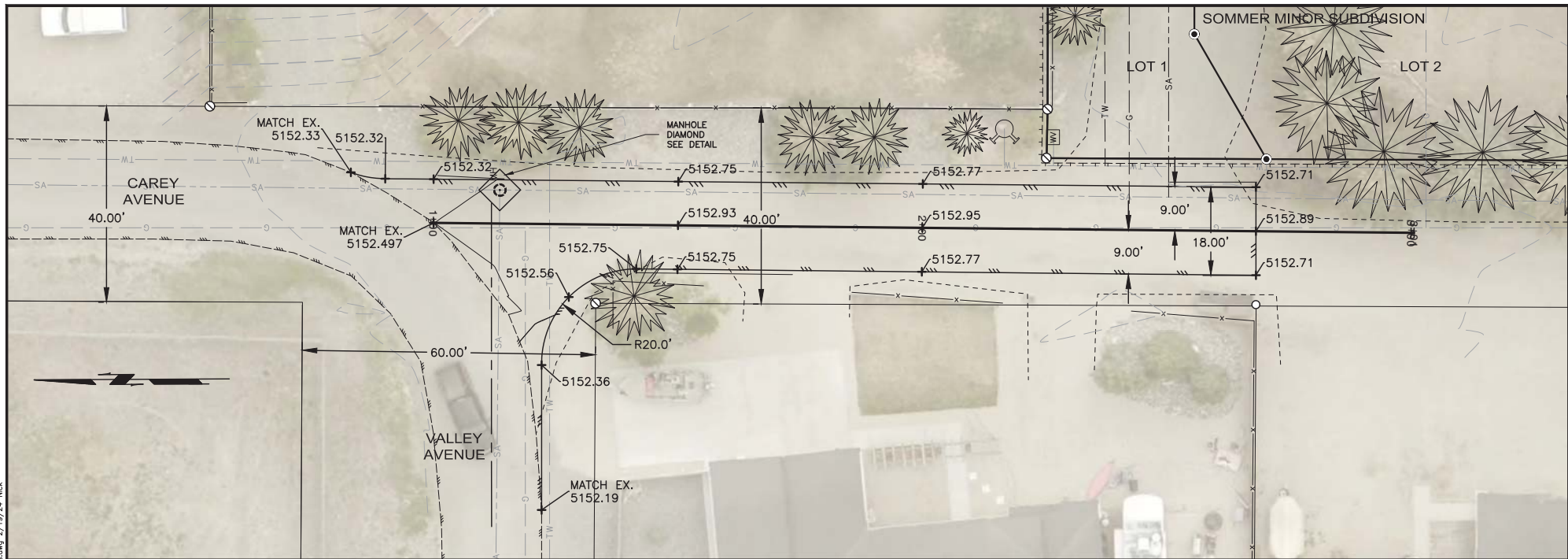
ENGINEERING ASSOCIATES - CODY, WYOMING
CONSULTING ENGINEERS & SURVEYORS

OWNER:
LEIGH & KERI SOMMER

PROJECT: **SOMMER MINOR SUBDIVISION**
TITLE: **TITLE SHEET**

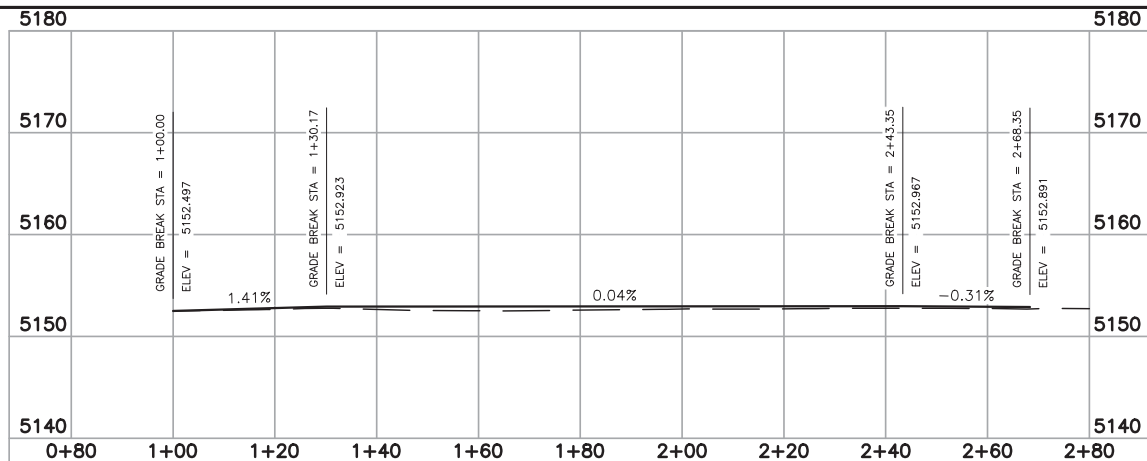
SHEET
1 OF 3

PA 20033 Cody 23000.00 - 23199.00\23000.00 Misc. Surveys\23000.57 Sommers Sub - Cody\ACAD\23000.57 Sommers.dwg 2/19/24 Nick



SCALES:
1" = 20' HOR
1" = 10' VERT

GENERAL NOTE: PERFORM ALL WORK IN ACCORDANCE WITH LATEST REVISION OF WYOMING PUBLIC WORKS STANDARDS AND CITY OF CODY REQUIREMENTS.



DATE	DRAWING LOG	BY	CHECKED	APPROVED
02/19/24	FINAL DRAWING	NSH	IKSM	IKSM
01/10/24	ORIGINAL DRAWING	NSH	IKSM	IKSM

DRAWN BY: NSH
JOB NO. 22000.57
FIELD BOOK NO. _____



ENGINEERING ASSOCIATES - CODY, WYOMING
CONSULTING ENGINEERS & SURVEYORS

OWNER:

LEIGH & KERI SOMMER

PROJECT:

SOMMER MINOR SUBDIVISION

TITLE:

PROFILE SHEET

SHEET
2 OF 3

