

City of Cody City Council
Tuesday, April 2, 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 – Child Abuse Awareness and Prevention Month

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 March 19, 2024.
- b. Approve Vouchers and payroll in the amount of \$872,205.88.
- c. Approve a request from Klay Nelson for a temporary street closure on Beacon Hill from East Sheridan to Wright Brother's Drive on May 18th from 9 a.m. to 11 a.m. for the YRA Full Scale Emergency Plan Exercise.
- d. Authorize the Mayor to enter into and sign the Professional Services Agreement between the City of Cody and Park County regarding the Law Enforcement Center.

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. Appoint Christopher Guyer to the Park County Travel Council for a three-year term ending February 28, 2026.
- b. Authorize the Mayor to sign an Energy Lease and Purchase Agreement with the Wyoming Association of Municipalities -Wyoming County Commissioners Association (WAM-WCCA) Joint Oversight Board
Staff Reference: Leslie Brumage, Finance Officer
- c. Ordinance 2024-01 2nd Reading as amended
An Ordinance Amending Title 10, Chapter 14 Section 1.C Notice & Public Hearing.
Staff Reference: Scott Kolpitcke, City Attorney

- d. Ordinance 2024-02 2nd Reading
An Ordinance Amending Title 9, Chapter 2 Section 3: Meeting with Planning, Zoning & Adjustment Board required before Building Permit Issued.
Staff Reference: Scott Kolpitzke, City Attorney

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

Upcoming Meetings:

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April 9, 2024 – Tuesday – Work Session 5:30 p.m. -
April 16, 2024 – Tuesday – Regular Council Meeting 7:00 p.m.
April 23, 2024 – Tuesday – Work Session 5:30 p.m.

MAYOR'S PROCLAMATION

Child Abuse Awareness and Prevention Month

Whereas, Children are our future. No child should suffer abuse and neglect; and

Whereas, victims of child abuse and neglect are known to be at higher risk for experiencing post-traumatic stress disorder, depression, low academic achievement, drug use, juvenile delinquency, teenage pregnancy, and adult criminality, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from harmful effects of abuse and neglect; and

Whereas, an estimated 800 children in Wyoming are victims of abuse and neglect each year; and

Whereas, effective child abuse intervention and community prevention programs succeed because of partnerships created among community members, social services and law enforcement agencies, schools, churches, businesses, and civic organizations; and

Whereas, each April, Child Advocacy Centers of Wyoming, The Children's Trust Fund Board, Prevent Child Abuse Wyoming, Wyoming Citizen Review Panel, The Wyoming Department of Family Services, The Wyoming Office of Attorney General- Division of Victim Services, the Wyoming GAL program, the City/Town of Cody, Wyoming and other partners join together in an effort to prevent abuse and neglect through outreach, education, and intervention.

NOW, THEREFORE, I, Matt Hall, by virtue of the authority vested in me as Mayor of the City of Cody, Wyoming, do hereby proclaim the month of April, 2024 as

******* CHILD ABUSE AWARENESS AND PREVENTION MONTH *******

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Cody to be affixed this 2nd day of April two thousand twenty-four.

Name Matt Hall
Title Mayor

Attest _____
Cynthia Baker, Administrative Services Officer

City of Cody
Council Proceedings
Tuesday, March 19, 2024

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, March 19, 2024 at 7:00 p.m.

Present: Mayor Hall, Council Members Andrew Quick, Jerry Fritz, Lee Ann Reiter, Kelly Tamblyn and City Attorney Scott Kolpitzke; and Cindy Baker, Administrative Services Officer.

Absent: Council Members Emily Swett and Don Shreve.

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 including approval of Regular Minutes from March 5 & March 12, 2024, approve Vouchers and payroll in the amount of \$1,550,928.50, approve the request from Shirley Bentley, Cody Farmer's Market (CFM) to utilize the Bob Moore Parking Lot on Saturdays for the Months of May through October 2024. The event would take place 9 am to noon with the participants setting up no earlier than 7:30 a.m. to the start and tear down by 12:30 p.m. Staff recommends CFM to provide additional signage to distinguish the west entrance as closed, as well as, other areas along the east side of the expanded area to be identified as closed to traffic and CFM will provide liability insurance for event, authorize the City Administrator, Barry Cook to enter into and sign an agreement between the City of Cody and Xplore Recreation, approve payment in the amount of \$6,900 for the first implementation installment contingent upon City Attorney review and approval and authorize the City Administrator, Barry Cook to enter into and sign an agreement between the City of Cody and Atlas Strategic Communications. Vote was unanimous.

Council Member Tamblyn made a motion seconded by Council Member Fritz to authorize the Mayor to sign the AIP 47 Infrastructure Grant relating to the T-Hangar Project at the Yellowstone Regional Airport. Vote was unanimous.

Resolution 2024-01

A Resolution Amending the City of Cody Budget for Fiscal Year 2023-2024. Council Member Reiter made a motion seconded by Council Member Tamblyn to approve Resolution 2024-01. Vote was unanimous.

Resolution 2024-02

A Resolution Encumbering Funds from the American Rescue Plan Act Providing Funding to Purchase a Municipal Court Software Module. Council Member Fritz made a motion seconded by Council Member Quick to approve Resolution 2024-02. Vote was unanimous.

Council Member Reiter made a motion seconded by Council Member Tamblyn to authorize the Mayor to sign a contract with Tyler Technologies for the Enforcement Mobile (e-citations) and the Municipal Justice (court management) software programs, contingent upon approval by the City Attorney. Vote was unanimous.

Ordinance 2024-01 First Reading

An Ordinance Amending Title 10, Chapter 14 Section 1.C Notice & Public Hearing. Council Member Reiter made a motion seconded by Council Member Quick to approve Ordinance 2024-01 on First Reading. Vote was unanimous.

Ordinance 2024-02 First Reading

An Ordinance Amending Title 9, Chapter 2 Section 3: Meeting with Planning, Zoning & Adjustment Board required before Building Permit Issued. Council Member Quick made a motion seconded by Council Member Tamblyn to approve Ordinance 2024-02 on First Reading. Vote was unanimous.

Mayor Hall adjourned the meeting at 8:11 p.m.

Mayor Matt Hall

Cindy Baker, Administrative Services Officer

Report Criteria:
Invoice.Detail.Input date = 03/26/2024
Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
360 OFFICE SOLUTIONS INC (133133)				
	1375174-0	DESK REPAIR	03/13/2024	65.00
Total :				65.00
Total 360 OFFICE SOLUTIONS INC (133133):				65.00
ASSOCIATED CONSTRUCTION ENGINEERING INC (132940)				
	30885	Engineering Svcs - City Hall HVAC	03/20/2024	173.70
Total :				173.70
Total ASSOCIATED CONSTRUCTION ENGINEERING INC (132940):				173.70
BASH, MICHELLE (133453)				
	14.2370.33	UTILITY DEPOSIT REFUND	03/15/2024	69.21
Total :				69.21
Total BASH, MICHELLE (133453):				69.21
BLUE CROSS BLUE SHIELD OF WYOMING (1360)				
	240305495103	INSURANCE PREMIUM MARCH 2024APRIL	03/22/2024	169,952.52
Total :				169,952.52
Total BLUE CROSS BLUE SHIELD OF WYOMING (1360):				169,952.52
BORDER STATES INDUSTRIES INC (1420)				
	928065887	1/0 OKONITE CABLE	03/22/2024	13,082.16
Total :				13,082.16
Total BORDER STATES INDUSTRIES INC (1420):				13,082.16
BOWEN COLLINS & ASSOCIATES (133081)				
	33973	WATER RATE AND IMPACT FEE STUDY	03/04/2024	1,122.00
Total :				1,122.00
Total BOWEN COLLINS & ASSOCIATES (133081):				1,122.00
BURKE, MICHAEL (131413)				
	66966655	REC CENTER REFUND	03/22/2024	93.92
	66966656	REC CENTER REFUND	03/22/2024	141.75
Total :				235.67
Total BURKE, MICHAEL (131413):				235.67
CENTURY LINK (10091)				
	3192024	PHONE CHARGES - SCHOOL RESOURCE OFFICER	03/19/2024	50.33

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				50.33
Total CENTURY LINK (10091):				50.33
CITY OF CODY 2 (127400)				
	03132024	PEACE OFFICER ID	03/13/2024	10.00
	03132024	ALCOHOL COMPLIANCE CHECKS	03/13/2024	38.92
Total :				48.92
Total CITY OF CODY 2 (127400):				48.92
DEARBORN LIFE INSURANCE COMPANY (131563)				
	03222024	Premiuma APRIL 2024	03/22/2024	384.20
Total :				384.20
Total DEARBORN LIFE INSURANCE COMPANY (131563):				384.20
ENERGY LABORATORIES INC (4120)				
DEPARTMENT 6250	617795	COLIFORM TESTING	03/15/2024	165.00
DEPARTMENT 6250	617796	COLIFORM TESTING	03/15/2024	165.00
Total :				330.00
Total ENERGY LABORATORIES INC (4120):				330.00
ENNIST III, ROBERT F (131798)				
BIG HORN FOOD SERVICES	4986	OFFICE PAPER	03/18/2024	100.00
BIG HORN FOOD SERVICES	4986	OFFICE PAPER	03/18/2024	287.50
BIG HORN FOOD SERVICES	5001	CLEANING SUPPLIES	03/20/2024	91.79
Total :				479.29
Total ENNIST III, ROBERT F (131798):				479.29
EXPRESS SERVICES INC (132433)				
	30489264	CONTRACT EMPLOYMENT SERVICES - SOLID WASTE	03/20/2024	723.12
Total :				723.12
Total EXPRESS SERVICES INC (132433):				723.12
FERGUSON WATERWORKS (127653)				
	1432250-4	3" CHAMBER ASSEMBLIES	03/07/2024	15,528.26
Total :				15,528.26
Total FERGUSON WATERWORKS (127653):				15,528.26
FERRELL, DON (133434)				
	3132024	REIMBURSEMENT FOR CDL SKILLS TEST	03/13/2024	87.76
	3202024	REIMBURSEMENT FOR CDL CLASS B LICENSE	03/20/2024	45.00
Total :				132.76

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total FERRELL, DON (133434):				132.76
FLO-TECH IRRIGATION LLC (132959)				
	2171	SOFTBALL FIELD IRRIGATION	03/21/2024	1,922.00
	2171	SOFTBALL FIELD IRRIGATION	03/21/2024	925.58
Total :				2,847.58
Total FLO-TECH IRRIGATION LLC (132959):				2,847.58
FORVIS (133458)				
	2024429	FINANCIAL REPORTING SOFTWARE SUBSCRIPTION	03/11/2024	3,000.00
Total :				3,000.00
Total FORVIS (133458):				3,000.00
FRANDSON SAFETY INC (130638)				
	101356	CHLORINE MONITOR CALIBRATION	03/11/2024	140.00
Total :				140.00
Total FRANDSON SAFETY INC (130638):				140.00
GEM FITNESS INC (127727)				
BETTER BODY FITNESS	19244	PURCHASE OF NEW FITNESS EQUIPMENT	03/22/2024	583.93
Total :				583.93
Total GEM FITNESS INC (127727):				583.93
GRIFFIS QUALITY FENCING & WELDING (133454)				
	820	GATE REPAIR	03/14/2024	5,200.00
Total :				5,200.00
Total GRIFFIS QUALITY FENCING & WELDING (133454):				5,200.00
HASKELL'S INC (133161)				
HASKELL FURNITURE & FLOORING	241967	FLOORING REPLACEMENT AT THE REC CENTER	03/13/2024	69,569.73
Total :				69,569.73
Total HASKELL'S INC (133161):				69,569.73
ISKRIC, JEFF (133457)				
	3222024	REFUND OVERPAYMENT INSURANCE PREMIIUM	03/22/2024	16.00
Total :				16.00
Total ISKRIC, JEFF (133457):				16.00
KRW ASSOCIATES LLC (130732)				
	CODY WY 2024-1	EXECUTIVE SEARCH SERVICES - PARKS AND RECREATION DIRECTOR	03/15/2024	3,928.16
	CODY WY 2024-1	EXECUTIVE SEARCH SERVICES - PARKS AND RECREATION DIRECTOR	03/15/2024	3,928.16
	CODY WY 2024-1	EXECUTIVE SEARCH SERVICES - PARKS AND RECREATION DIRECTOR	03/15/2024	3,928.16

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				11,784.48
Total KRW ASSOCIATES LLC (130732):				11,784.48
LOCAL GOVERNMENT LIABILITY POOL (6176)				
	14979	LIABILITY INSURANCE PREMIUM FY25	03/13/2024	73,437.00
Total :				73,437.00
Total LOCAL GOVERNMENT LIABILITY POOL (6176):				73,437.00
LONG BUILDING TECHNOLOGIES INC (125191)				
	SRVCE0149083	PTB BUILDING HEATER	03/12/2024	546.00
Total :				546.00
Total LONG BUILDING TECHNOLOGIES INC (125191):				546.00
MYERS, JEFFREY DAVID (10830)				
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	10.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	324.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	10.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	20.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	250.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	40.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	750.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	554.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	311.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	311.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	580.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	1,158.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	60.00
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	408.50
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	204.25
WYOMING FIRE SAFETY LC	50689	Fire Extinguisher Maintenance	03/07/2024	204.25
Total :				5,195.00
Total MYERS, JEFFREY DAVID (10830):				5,195.00
NORTHWEST PIPE (7400)				
	783098	6" CHECK VALVES	03/18/2024	3,315.12
	797219	FLANGE FITTING AND BOLT PACK	03/19/2024	672.31
Total :				3,987.43
Total NORTHWEST PIPE (7400):				3,987.43
OFFICE SHOP INC (7440)				
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	6.04
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	6.04
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	5.33
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	6.04
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	6.04
	271446	COPIER CONTRACT - CITY SHOP	03/25/2024	6.02

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				35.51
Total OFFICE SHOP INC (7440):				35.51
PARK COUNTY ANIMAL SHELTER (5120)				
	4012024	ANIMAL SERVICE CONTRACT - APRIL 2024	04/01/2024	4,166.67
Total :				4,166.67
Total PARK COUNTY ANIMAL SHELTER (5120):				4,166.67
PURCHASE POWER (8240)				
	3132024	POSTAGE - FINANCE/AP	03/13/2024	307.08
	3132024	POSTAGE - HUMAN RESOURCES	03/13/2024	30.29
	3132024	POSTAGE - GRANTS	03/13/2024	2.62
	3132024	POSTAGE - MUNICIPAL COURT	03/13/2024	139.36
	3132024	POSTAGE - UTILITY	03/13/2024	789.37
	3132024	POSTAGE - CITY CLERK	03/13/2024	24.92
	3132024	POSTAGE - PD	03/13/2024	37.67
	3132024	POSTAGE - REC CENTER	03/13/2024	342.80
	3132024	POSTAGE - PUBLIC WORKS	03/13/2024	47.11
	3132024	POSTAGE - BUILDING INSPECTION	03/13/2024	269.24
	3132024	POSTAGE - CITY PLANNER	03/13/2024	9.54
	3132024	POSTAGE - REFILL	03/13/2024	30.00
Total :				2,030.00
Total PURCHASE POWER (8240):				2,030.00
QA BALANCE SERVICES INC (8245)				
	14438	LAB EQUIPMENT CALIBRATION	04/12/2023	609.00
Total :				609.00
Total QA BALANCE SERVICES INC (8245):				609.00
ROCKY MOUNTAIN POWER (7570)				
	03202024	UTILITIES - ROCKY MOUNTAIN POWER	03/20/2024	31.79
	03202024	UTILITIES - ROCKY MOUNTAIN POWER	03/20/2024	334.79
Total :				366.58
Total ROCKY MOUNTAIN POWER (7570):				366.58
SANCHEZ, LEONARD (133455)				
LEONARDS SADDLES & TACK	10	REPAIR TO CURTAIN DIVIDERS IN GYMS	03/14/2024	1,012.50
Total :				1,012.50
Total SANCHEZ, LEONARD (133455):				1,012.50
SKAGGS COMPANIES (131474)				
	450_A_211365_1	NEW BALLISTIC VEST C20	03/06/2024	854.85
Total :				854.85

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total SKAGGS COMPANIES (131474):				854.85
STANTEC CONSULTING SERVICES INC (132890)				
	2209175	Big Horn Ave/Freedom St Pedestrian Crossing	03/19/2024	44,248.00
Total :				44,248.00
Total STANTEC CONSULTING SERVICES INC (132890):				44,248.00
SUPERIOR INDUSTRIAL SUPPLY & EQUIPMENT (133450)				
	10980	MAN LIFT INSPECTION	03/03/2024	200.15
	10980	MAN LIFT INSPECTION	03/03/2024	200.15
	10980	VEHICLE LIFT INSPECTION	03/03/2024	200.15
	10980	CRANE INSPECTION	03/03/2024	250.15
	10980	TRIPOD/WINCH INSPECTION	03/03/2024	200.15
	10980	FORKLIFT INSPECTIONS	03/03/2024	600.30
	10980	CRANE AND SCISSOR LIFT INSPECTIONS	03/03/2024	500.30
	10980	VEHICLE AND CRANE LIFT INSPECTIONS	03/03/2024	1,056.65
Total :				3,208.00
Total SUPERIOR INDUSTRIAL SUPPLY & EQUIPMENT (133450):				3,208.00
SYSTEMS GRAPHICS INC (129162)				
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	12.01
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	76.07
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	68.06
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	68.06
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	88.08
ADVANCED INFO SYSTEMS	16413	OUTSOURCE BILLS	03/13/2024	88.10
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	5.27
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	33.37
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	29.85
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	29.85
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	38.63
ADVANCED INFO SYSTEMS	16415	OUTSOURCE BILLS	03/21/2024	38.64
Total :				575.99
Total SYSTEMS GRAPHICS INC (129162):				575.99
TRAYLOR, NICKKI (133452)				
OR TRAYLOR, DANIEL	15.2950.30	UTILITY DEPOSIT REFUND	03/15/2024	143.04
Total :				143.04
Total TRAYLOR, NICKKI (133452):				143.04
WADE'S WRAPS LLC (133456)				
MADSON, ROBERT WADE	524	POLICE WINDOW TINTING	03/20/2024	162.00
MADSON, ROBERT WADE	526	POLICE WINDOW TINTING	03/21/2024	324.00
Total :				486.00
Total WADE'S WRAPS LLC (133456):				486.00
WELLS FARGO COMMERICAL CARD (132565)				
	03252024	nozzle	03/25/2024	13.98

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	SALES TAX CREDIT	03/25/2024	1.48-
	03252024	Intox instructor recert C19 - hotel	03/25/2024	350.30
	03252024	Eggstravangza	03/25/2024	34.47
	03252024	travel food	03/25/2024	53.51
	03252024	Credit over charge salt	03/25/2024	122.00-
	03252024	fuel	03/25/2024	56.00
	03252024	Plow parts	03/25/2024	503.00
	03252024	community CPR	03/25/2024	190.00
	03252024	rugs city hall	03/25/2024	209.85
	03252024	Work Zone Training	03/25/2024	200.00
	03252024	UA/Evidence to Lab	03/25/2024	6.47
	03252024	Helium	03/25/2024	35.34
	03252024	Carwash for B-43	03/25/2024	20.00
	03252024	Intox instructor recert C19 - Hotel Damage Ins	03/25/2024	59.00
	03252024	refund for Tax Charged	03/25/2024	38.43-
	03252024	meeting expense WMPA	03/25/2024	60.30
	03252024	Radio	03/25/2024	575.70
	03252024	Radio	03/25/2024	575.70
	03252024	Radio	03/25/2024	575.70
	03252024	Car wash	03/25/2024	7.82
	03252024	Car wash	03/25/2024	9.00
	03252024	Salt	03/25/2024	641.00
	03252024	Bomb team boots - C27	03/25/2024	260.00
	03252024	C08 drum brakes	03/25/2024	687.73
	03252024	salt	03/25/2024	140.00
	03252024	Keys to bomb trailer	03/25/2024	5.98
	03252024	Cleaning Supplies	03/25/2024	183.35
	03252024	Car wash	03/25/2024	12.00
	03252024	meeting expense	03/25/2024	38.33
	03252024	Printed Materials \$ Job Fair	03/25/2024	38.43
	03252024	Flags	03/25/2024	13.53
	03252024	safety ground bags	03/25/2024	201.83
	03252024	shipping	03/25/2024	164.18
	03252024	Paper Towels	03/25/2024	22.18
	03252024	Cleaning Supplies	03/25/2024	17.46
	03252024	Cleaning Supplies	03/25/2024	17.45
	03252024	Breakroom supplies	03/25/2024	15.22
	03252024	Breakroom supplies	03/25/2024	11.59
	03252024	Breakroom supplies	03/25/2024	11.59
	03252024	Car Wash	03/25/2024	11.00
	03252024	APWA Conference	03/25/2024	36.00
	03252024	APWA Conference	03/25/2024	24.00
	03252024	APWA Conference	03/25/2024	90.00
	03252024	APWA Conference	03/25/2024	90.00
	03252024	APWA Conference	03/25/2024	60.00
	03252024	APWA Conference	03/25/2024	100.00
	03252024	APWA Conference	03/25/2024	100.00
	03252024	APWA Conference	03/25/2024	100.00
	03252024	Reel Trailer Valve	03/25/2024	696.45
	03252024	Propane	03/25/2024	28.00
	03252024	Car wash	03/25/2024	7.62
	03252024	KOM program supplies	03/25/2024	180.04
	03252024	Shop supplies	03/25/2024	57.93
	03252024	coffee	03/25/2024	39.72
	03252024	cleaning supplies	03/25/2024	114.09
	03252024	batteries	03/25/2024	17.94
	03252024	cleaning supplies	03/25/2024	48.19
	03252024	first aid kits	03/25/2024	59.92

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	Cam lock and bushings	03/25/2024	45.42
	03252024	Car Wash	03/25/2024	11.00
	03252024	Street Survival Training C16, C17, C18, C19	03/25/2024	996.00
	03252024	travel food	03/25/2024	37.40
	03252024	Sockets	03/25/2024	9.49
	03252024	fuel	03/25/2024	89.92
	03252024	computers (2)	03/25/2024	794.00
	03252024	random drug test	03/25/2024	90.50
	03252024	Food for inservice in Aquatics	03/25/2024	24.97
	03252024	toner	03/25/2024	87.89
	03252024	E05 sensor	03/25/2024	233.64
	03252024	Car Wash	03/25/2024	12.00
	03252024	Car wash	03/25/2024	11.00
	03252024	side walk repair	03/25/2024	9.58
	03252024	travel food	03/25/2024	20.00
	03252024	software	03/25/2024	29.95
	03252024	fittings	03/25/2024	35.04
	03252024	parts A28 A18 A17 A20 A30 A27 A22 A10 A13 A09	03/25/2024	165.93
	03252024	brakes B35, filters B21 B22	03/25/2024	867.77
	03252024	Autotech Classes	03/25/2024	875.00
	03252024	plugs H06	03/25/2024	17.21
	03252024	parts cleaner	03/25/2024	183.38
	03252024	brake pads C08	03/25/2024	161.43
	03252024	Sheridan Ave benches	03/25/2024	29.99
	03252024	Nitrile gloves	03/25/2024	207.67
	03252024	Propane	03/25/2024	21.20
	03252024	Clean filter	03/25/2024	300.00
	03252024	Gas to/from PO Basic C16	03/25/2024	28.13
	03252024	Restrooms	03/25/2024	12.99
	03252024	random drug test	03/25/2024	90.50
	03252024	legal ads, vacancy ads	03/25/2024	149.90
	03252024	legal ads, vacancy ads	03/25/2024	221.34
	03252024	legal ads, vacancy ads	03/25/2024	271.32
	03252024	legal ads, vacancy ads	03/25/2024	321.30
	03252024	legal ads, vacancy ads	03/25/2024	2,244.52
	03252024	Hose cam lock	03/25/2024	1.07
	03252024	I03 seal	03/25/2024	23.58
	03252024	ICC Study Guide	03/25/2024	69.00
	03252024	meeting refreshments	03/25/2024	21.98
	03252024	travel food	03/25/2024	7.89
	03252024	Car Wash	03/25/2024	9.00
	03252024	Car wash	03/25/2024	13.00
	03252024	Restrooms	03/25/2024	27.98
	03252024	meeting expense	03/25/2024	104.00
	03252024	glass cleaner	03/25/2024	143.90
	03252024	Ship patches to Galls	03/25/2024	106.77
	03252024	fees	03/25/2024	.30
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Air Purifiers	03/25/2024	285.00
	03252024	Red Cross WSI manual and masks	03/25/2024	353.07
	03252024	NESC Code Book	03/25/2024	246.75
	03252024	meeting expense	03/25/2024	19.97
	03252024	meeting supplies health insurance meeting	03/25/2024	18.71
	03252024	Restrooms	03/25/2024	5.99

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	thread tape	03/25/2024	10.58
	03252024	Cable connector	03/25/2024	71.73
	03252024	24 port ethernet	03/25/2024	183.34
	03252024	random drug testing	03/25/2024	296.50
	03252024	Water Operator Training RK	03/25/2024	199.00
	03252024	Wastewater Operator Training JS	03/25/2024	155.00
	03252024	Peace Officer ID - C03	03/25/2024	12.25
	03252024	Athletic fields	03/25/2024	1,257.42
	03252024	Gloves	03/25/2024	59.98
	03252024	Screwdriver for Portables Programming	03/25/2024	4.49
	03252024	Ballfield	03/25/2024	31.98
	03252024	fitting	03/25/2024	3.67
	03252024	Paint	03/25/2024	20.36
	03252024	training	03/25/2024	475.00
	03252024	Evidence Disposal in Billings - Meal C23, C08	03/25/2024	29.30
	03252024	Traffic Control and Asphalt Training	03/25/2024	100.00
	03252024	Def fluid	03/25/2024	267.31
	03252024	step ladder	03/25/2024	29.68
	03252024	Propane	03/25/2024	26.40
	03252024	Cleaning	03/25/2024	19.98
	03252024	Search & Seizure pocket guides	03/25/2024	363.72
	03252024	Desk accessories	03/25/2024	31.86
	03252024	meeting expense	03/25/2024	33.49
	03252024	Procare	03/25/2024	79.00
	03252024	Utilities	03/25/2024	24.24
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	944.81
	03252024	Utilities	03/25/2024	95.84
	03252024	Utilities	03/25/2024	481.02
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	74.76
	03252024	Utilities	03/25/2024	181.02
	03252024	Utilities	03/25/2024	40.01
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	242.86
	03252024	Utilities	03/25/2024	40.01
	03252024	Utilities	03/25/2024	80.05
	03252024	Utilities	03/25/2024	122.83
	03252024	Utilities	03/25/2024	234.16
	03252024	Utilities	03/25/2024	40.01
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	41.41
	03252024	Utilities	03/25/2024	26.87
	03252024	Utilities	03/25/2024	132.54
	03252024	Utilities	03/25/2024	13.13
	03252024	Utilities	03/25/2024	26.87
	03252024	Utilities	03/25/2024	96.38
	03252024	Utilities	03/25/2024	52.13
	03252024	Utilities	03/25/2024	27.68
	03252024	Utilities	03/25/2024	104.96
	03252024	Utilities	03/25/2024	44.95
	03252024	Utilities	03/25/2024	306.30
	03252024	Utilities	03/25/2024	146.24
	03252024	Plaque	03/25/2024	176.25
	03252024	Utilities	03/25/2024	6.89
	03252024	Utilities	03/25/2024	3,002.82

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	Utilities	03/25/2024	1.51
	03252024	Utilities	03/25/2024	3,139.33
	03252024	Utilities	03/25/2024	14.12
	03252024	Utilities	03/25/2024	1,190.11
	03252024	Utilities	03/25/2024	744.11
	03252024	Utilities	03/25/2024	699.54
	03252024	Utilities	03/25/2024	650.12
	03252024	Utilities	03/25/2024	15.97
	03252024	Utilities	03/25/2024	17.01
	03252024	Utilities	03/25/2024	5,615.65
	03252024	Utilities	03/25/2024	5,614.70
	03252024	Utilities	03/25/2024	16.00
	03252024	Utilities	03/25/2024	477.73
	03252024	Utilities	03/25/2024	15.97
	03252024	Utilities	03/25/2024	3,407.87
	03252024	Utilities	03/25/2024	15.97
	03252024	Utilities	03/25/2024	1,718.15
	03252024	Utilities	03/25/2024	15.97
	03252024	Utilities	03/25/2024	49.05
	03252024	Utilities	03/25/2024	619.45
	03252024	Utilities	03/25/2024	15.97
	03252024	Utilities	03/25/2024	1,301.90
	03252024	Utilities	03/25/2024	1,301.89
	03252024	Utilities	03/25/2024	424.92
	03252024	Utilities	03/25/2024	5.47
	03252024	Utilities	03/25/2024	1,251.88
	03252024	Utilities	03/25/2024	11,427.19
	03252024	Utilities	03/25/2024	81.49
	03252024	Car wash	03/25/2024	9.00
	03252024	Standing desk for back office	03/25/2024	132.99
	03252024	Sheridan Ave benches	03/25/2024	51.98
	03252024	UA/Evidence to Lab	03/25/2024	6.47
	03252024	cable ties	03/25/2024	48.94
	03252024	Utilities	03/25/2024	86.45
	03252024	Utilities	03/25/2024	88.16
	03252024	Utilities	03/25/2024	1,673.08
	03252024	Utilities	03/25/2024	56.45
	03252024	Utilities	03/25/2024	194.36
	03252024	Utilities	03/25/2024	577.86
	03252024	Utilities	03/25/2024	577.86
	03252024	Utilities	03/25/2024	88.16
	03252024	Utilities	03/25/2024	194.36
	03252024	Utilities	03/25/2024	159.00
	03252024	Utilities	03/25/2024	200.25
	03252024	Utilities	03/25/2024	98.35
	03252024	Utilities	03/25/2024	89.67
	03252024	protector for office	03/25/2024	49.75
	03252024	first aid	03/25/2024	57.00
	03252024	tissue and hand sanitizer	03/25/2024	44.64
	03252024	hand sanitizer	03/25/2024	59.16
	03252024	cord protector for back office	03/25/2024	27.15
	03252024	Car Wash	03/25/2024	9.00
	03252024	Sheridan Ave benches	03/25/2024	24.99
	03252024	Car wash	03/25/2024	11.00
	03252024	Office supplies	03/25/2024	50.43
	03252024	Gas to/from PO Basic C16	03/25/2024	26.42
	03252024	shop towels, grease fitting	03/25/2024	43.61
	03252024	grease	03/25/2024	23.33

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	battery	03/25/2024	8.99
	03252024	Sheridan Ave benches	03/25/2024	6.59
	03252024	Car Wash	03/25/2024	8.58
	03252024	OFFICE SUPPLIES	03/25/2024	81.98
	03252024	Athletic fields	03/25/2024	1,414.00
	03252024	Car Wash	03/25/2024	12.00
	03252024	Irrigation training	03/25/2024	2,295.00-
	03252024	Hose	03/25/2024	1,041.00
	03252024	shipping on hose	03/25/2024	36.44
	03252024	Adding Machine	03/25/2024	95.10
	03252024	Cell phone covers, chargers	03/25/2024	154.56
	03252024	advertising	03/25/2024	288.00
	03252024	Algaecide	03/25/2024	19.99
	03252024	DEF fluid	03/25/2024	232.31
	03252024	usb cables	03/25/2024	35.95
	03252024	Athletic fields	03/25/2024	1,580.00
	03252024	meeting expenes	03/25/2024	39.60
	03252024	Food for budget meeting	03/25/2024	22.93
	03252024	webcams	03/25/2024	312.00
	03252024	web cams	03/25/2024	156.00
	03252024	Standing desk for back office	03/25/2024	132.99
	03252024	Breakroom	03/25/2024	7.38
	03252024	Toner cartridge	03/25/2024	74.99
	03252024	Risk assessments	03/25/2024	178.00
	03252024	Grants management annual software subscription	03/25/2024	2,988.00
	03252024	Toner	03/25/2024	550.00
	03252024	boots	03/25/2024	114.99
	03252024	Eggstravanga prizes	03/25/2024	298.00
	03252024	A09 chip repair	03/25/2024	40.00
	03252024	meeting expense	03/25/2024	35.62
	03252024	Eggstravaganza prizes	03/25/2024	206.15
	03252024	Athletic fields	03/25/2024	246.68
	03252024	Car wash	03/25/2024	11.00
	03252024	custodial supplies	03/25/2024	1,164.53
	03252024	custodial supplies	03/25/2024	1,164.53
	03252024	custodial supplies	03/25/2024	1,164.53
	03252024	custodial supplies	03/25/2024	1,164.52
	03252024	Patches to Galls	03/25/2024	45.08
	03252024	Lights	03/25/2024	199.64
	03252024	Annual Knack Software Subscription	03/25/2024	107.70
	03252024	Annual Knack Software Subscription	03/25/2024	394.90
	03252024	Annual Knack Software Subscription	03/25/2024	71.80
	03252024	Annual Knack Software Subscription	03/25/2024	35.90
	03252024	Annual Knack Software Subscription	03/25/2024	35.90
	03252024	Annual Knack Software Subscription	03/25/2024	323.10
	03252024	Annual Knack Software Subscription	03/25/2024	107.70
	03252024	Annual Knack Software Subscription	03/25/2024	71.80
	03252024	Annual Knack Software Subscription	03/25/2024	35.90
	03252024	Annual Knack Software Subscription	03/25/2024	251.30
	03252024	Annual Knack Software Subscription	03/25/2024	574.40
	03252024	Annual Knack Software Subscription	03/25/2024	430.80
	03252024	Annual Knack Software Subscription	03/25/2024	1,148.80
	03252024	electronic can duster air	03/25/2024	36.49
	03252024	webcam	03/25/2024	149.99
	03252024	C26 Training - Hotel	03/25/2024	224.00
	03252024	Car Wash	03/25/2024	11.00
	03252024	Greenhouse	03/25/2024	37.97
	03252024	Car Wash	03/25/2024	13.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	Business cards C02, C15, Muni Handouts	03/25/2024	144.42
	03252024	Cables for Radio Programming	03/25/2024	174.41
	03252024	Uniform suspenders	03/25/2024	128.97
	03252024	C26 Training - Hotel	03/25/2024	100.00
	03252024	Annual Membership	03/25/2024	190.00
	03252024	Propane	03/25/2024	51.17
	03252024	Gas to/from PO Basic C16	03/25/2024	24.21
	03252024	Infinite Data ARPA Module	03/25/2024	39.69
	03252024	Infinite Data ARPA Module	03/25/2024	145.53
	03252024	Infinite Data ARPA Module	03/25/2024	26.46
	03252024	Infinite Data ARPA Module	03/25/2024	13.23
	03252024	Infinite Data ARPA Module	03/25/2024	13.23
	03252024	Infinite Data ARPA Module	03/25/2024	119.07
	03252024	Infinite Data ARPA Module	03/25/2024	39.69
	03252024	Infinite Data ARPA Module	03/25/2024	26.46
	03252024	Infinite Data ARPA Module	03/25/2024	13.23
	03252024	Infinite Data ARPA Module	03/25/2024	92.61
	03252024	Infinite Data ARPA Module	03/25/2024	211.68
	03252024	Infinite Data ARPA Module	03/25/2024	158.76
	03252024	Infinite Data ARPA Module	03/25/2024	423.36
	03252024	hotel	03/25/2024	440.40
	03252024	Car wash	03/25/2024	9.35
	03252024	Shop supplies	03/25/2024	16.98
	03252024	pool chemicals and reagents	03/25/2024	255.39
	03252024	pool chemicals and reagents	03/25/2024	255.39
	03252024	lodging - Parks & Rec Director Search	03/25/2024	404.97
	03252024	lodging - Parks & Rec Director Search	03/25/2024	404.97
	03252024	credit for tax charged	03/25/2024	15.73-
	03252024	Charger for Verkada Remote	03/25/2024	15.28
	03252024	Standing desk for back office	03/25/2024	132.99
	03252024	Car Wash	03/25/2024	13.00
	03252024	Office chairs	03/25/2024	1,566.66
	03252024	meeting expense	03/25/2024	31.72
	03252024	first aid supplies	03/25/2024	8.12
	03252024	WD 40 lubricant	03/25/2024	17.18
	03252024	nuts, bolts, screws	03/25/2024	14.58
	03252024	lodging - Parks & Rec Director Search	03/25/2024	404.97
	03252024	meeting supplies	03/25/2024	82.05
	03252024	meeting refreshments	03/25/2024	37.02
	03252024	filter C07	03/25/2024	45.71
	03252024	filter A27 battery A05	03/25/2024	182.62
	03252024	Travel to/from Sheridan Funeral - Gas	03/25/2024	22.76
	03252024	Car Wash - Sheridan Funeral	03/25/2024	12.00
	03252024	Car wash	03/25/2024	4.00
	03252024	DFS Background check	03/25/2024	1.50
	03252024	travel fuel	03/25/2024	80.51
	03252024	Disputed duplicate charge	03/25/2024	199.00
	03252024	DFS Background check	03/25/2024	10.00
	03252024	Car wash	03/25/2024	9.00
	03252024	Tape dispenser, pens, sheet protectors	03/25/2024	33.85
	03252024	Car Wash	03/25/2024	9.00
	03252024	Anti slip tape	03/25/2024	170.07
	03252024	Gas to/from Sheridan Funeral	03/25/2024	47.98
	03252024	marketing software	03/25/2024	119.99
	03252024	open house Parks & Rec Director candidates	03/25/2024	129.06
	03252024	C28 Radio sent out for repair	03/25/2024	32.79
	03252024	food	03/25/2024	28.50
	03252024	chairs for chair yoga	03/25/2024	850.90

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	03252024	Steel	03/25/2024	1,496.15
	03252024	Car wash	03/25/2024	11.25
	03252024	Car wash	03/25/2024	12.00
	03252024	carpet protector for back office	03/25/2024	200.00
	03252024	Christmas	03/25/2024	15.00
	03252024	meeting expense	03/25/2024	39.70
	03252024	travel fuel	03/25/2024	39.24
	03252024	Benches Sheridan Ave	03/25/2024	16.19
	03252024	UA/Evidence to Lab	03/25/2024	6.81
	03252024	B21 Switch	03/25/2024	110.55
	03252024	Recycle bins for office	03/25/2024	66.46
	03252024	boots	03/25/2024	182.74
	03252024	Anti slip tape	03/25/2024	139.99
	03252024	Foam tape	03/25/2024	13.18
	03252024	can for school	03/25/2024	53.98
	03252024	valves for hydrant meters	03/25/2024	488.34
	03252024	Car wash	03/25/2024	4.37
	03252024	Sheridan Ave benches	03/25/2024	51.98
	03252024	disney plus for kids programs	03/25/2024	13.99
	03252024	food	03/25/2024	25.80
	03252024	Snow Removal Supplies	03/25/2024	27.66
	03252024	Breakroom supplies	03/25/2024	253.00
	03252024	open house meeting supplies	03/25/2024	35.92
	03252024	Car Wash	03/25/2024	13.00
	03252024	Car Wash	03/25/2024	9.00
	03252024	Hand sanitizer	03/25/2024	54.47
	03252024	minutes	03/25/2024	1,142.40
	03252024	advertising financial conditions	03/25/2024	420.00
	03252024	advertising annual traffic violations	03/25/2024	134.00
	03252024	advertising - new liq license	03/25/2024	84.00
	03252024	ADVERTISING SW VACANCY	03/25/2024	19.60
	03252024	Propane	03/25/2024	31.60
	03252024	shop rags	03/25/2024	97.42
	03252024	Cleaning	03/25/2024	75.95
	03252024	Tape and oil	03/25/2024	36.97
	03252024	food	03/25/2024	45.80
	03252024	Gas to/from PO Basic C16	03/25/2024	20.19
	03252024	fuel	03/25/2024	56.05
	03252024	Car Wash	03/25/2024	12.00
	03252024	Car Wash	03/25/2024	9.00
	03252024	Class A Pants	03/25/2024	68.99
	03252024	connectors	03/25/2024	39.58
	03252024	Tacks to fix pool table	03/25/2024	14.99
	03252024	Bolt cutters	03/25/2024	33.99
	03252024	fuel	03/25/2024	48.91
	03252024	holesaw	03/25/2024	10.55
	03252024	D01 return	03/25/2024	197.71-
	03252024	Batons & holders	03/25/2024	1,067.65
	03252024	air purifier filter	03/25/2024	98.88
	03252024	spotify	03/25/2024	16.99
	03252024	Car Wash	03/25/2024	12.00
	03252024	meeting expense	03/25/2024	14.94
	03252024	Christmas	03/25/2024	125.99
	03252024	Paint @ Rec Center	03/25/2024	57.97
	03252024	Misc items	03/25/2024	26.06
	03252024	Shop supplies	03/25/2024	15.99

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				107,076.10
Total WELLS FARGO COMMERICAL CARD (132565):				107,076.10
WEST, ASHLEIGH (133451)				
	13.2050.37	UTILITY DEPOSIT REFUND	03/12/2024	148.62
Total :				148.62
Total WEST, ASHLEIGH (133451):				148.62
WESTERN UNITED ELECTRIC SUPPLY (10605)				
	6109523	75 KVA TRANSFORMER	03/12/2024	4,952.94
	6109523	74 KVA TRANSFORMER	03/12/2024	19,811.76
Total :				24,764.70
Total WESTERN UNITED ELECTRIC SUPPLY (10605):				24,764.70
WYOMING CHILD SUPPORT (132047)				
	31424	Garnishment Remittance # 227551	03/14/2024	439.04
	32624	Garnishment Remittance # 227551	03/26/2024	439.04
Total :				878.08
Total WYOMING CHILD SUPPORT (132047):				878.08
WYOMING CONFERENCE OF MUNICIPAL COURTS (127688)				
	3142024	MUNICIPAL COURT CONF FEES - JUDGE AND CLERK	03/14/2024	150.00
Total :				150.00
Total WYOMING CONFERENCE OF MUNICIPAL COURTS (127688):				150.00
YELLOWSTONE REGIONAL AIRPORT (11150)				
	07012023	SHERIDAN AVE PUMP HOUSE ANNUAL RENT FY23-24	07/01/2023	275.00
	07012023	BEACON HILL WATER TANK SITE ANNUAL RENT FY23-24	07/01/2023	28.00
Total :				303.00
Total YELLOWSTONE REGIONAL AIRPORT (11150):				303.00
Grand Totals:				569,740.93
Payroll 03/24/2024				302,464.95
GRAND TOTAL				872,205.88



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 Klay Nelson

Organization Represented Yellowstone Regional Airport

Date you wish to appear before the Council March 19, 2024

Email Address klay.nelson@outlook.com Telephone 307-272-4996

Names of all individuals who will speak on this topic Klay Nelson

Event Title (if applicable) YRA Full-Scale Emergency Plan Exercise

Date(s) of Event (if applicable) May 18, 2024

Location of Event (if applicable) Airport property east of Beacon Hill Road / Runway 22 approach

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) Request for temporary road closure of Beacon Hill Road from the Intersection of Beacon Hill and East Sheridan Ave. to the Intersection of Beacon Hill Road and Wright Brothers Dr. Temporary closure is requested for May 18, 2024 from 9 am - 11 am to allow for safe ingress and egress for emergency vehicles.

Which City employee(s) have you spoken to about this issue? LT. Egger, Cody PD on May 15, 2024

Signature [Signature] Date March 15, 2024



CITY OF CODY
WYOMING

Cindy Baker <cindyb@codywy.gov>

Klay Nelson Request- Beacon Hill Closure

Beau Egger <begger@codywy.gov>
To: Cindy Baker <cindyb@codywy.gov>

Fri, Mar 15, 2024 at 10:01 AM

I spoke with Klay Nelson today about what the Police Department would support for his road closures related to the airport exercise. He was satisfied with what I was willing to support and will be sending over a new request for you. In essence I supported Beacon Hill shut down at East Sheridan allowing traffic on the Powell Highway to traverse down East Sheridan. Additionally, I supported shutting down Beacon Hill at Wright Brother's Drive therefore allowing access to the Multi-Agency Dispatch Center and the State of Wyoming Highway Department Shop.

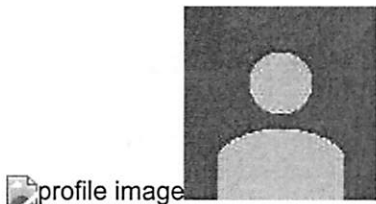
Any other items of concern let me know.

Beau J. Egger, Patrol Lieutenant

Cody Police Department

begger@codywy.gov | (307) 527-8725

1402 River View Dr, Cody, WY 82414-3127



profile image

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[Quoted text hidden]

DISCLAIMER: City of Cody electronic correspondence and associated file attachments are public records and may be subject to disclosure in the event of a public records request.

DISCLAIMER: City of Cody electronic correspondence and associated file attachments are public records and may be subject to disclosure in the event of a public records request.

PROFESSIONAL SERVICES AGREEMENT

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

1. The term of the agreement shall be perpetual or for the life of the building. It shall remain in full force and effect until terminated by either party. Termination shall be in writing at least three hundred sixty-five days (365) days in advance. The agreement may only be modified in writing after either party request modification(s) and after the governing bodies mutually agree to said modifications.
2. Upon signature and execution of this document, any previous MOU/Professional Service Agreements relating to these matters shall be considered terminated.
3. An annual review of compliance with the terms and conditions of the agreement shall be conducted by parties designated by the COUNTY and the CITY between January and February of each year. The results of this review including any recommended modifications and adjustments to this agreement shall be provided to the governing boards of the COUNTY and the CITY. The COUNTY'S designated parties will be the Chairman of the Board of County Commissioners, the Sheriff, and the County CIO, or their designees. The CITY'S designated parties will be the Mayor, the City Administrator and the Chief of Police, or their designees. The results of this review shall be provided to the governing boards of the COUNTY and CITY and said review shall include but not be limited to the effectiveness of this agreement and any recommended changes thereto. No modifications or adjustments to this agreement shall be effective until the process described above has been followed, and until a written amendment has been approved and signed by both Governing Bodies.
4. An overall Cost summary of this agreement is provided on EXHIBIT A.
5. Facility Maintenance
 - a. The COUNTY shall provide custodial services to the CITY which shall include but not be limited to: interior cleaning, vacuuming, dusting, and bathroom maintenance. Said services shall occur at a minimum of every other day; excluding weekends and holidays. CITY shall pay to the COUNTY annually fifty

percent of the total annual cost or \$21,231.64 (50% of \$42,463.28) in 12 monthly payments of \$1,769.30 for the cost of janitorial services. Additionally, CITY shall pay to the COUNTY annually fifty percent of the total annual cost or \$10,954.98 (50% of \$21,909.95) in 12 monthly payments of \$912.91 for cleaning supplies and interior supplies for replenishing general custodial supplies including but not limited to light bulbs, air handler filters, toilet paper and cleaning supplies that shall be used by the COUNTY. Other maintenance such as carpet shampooing, floor washing, etc. shall be scheduled as needed by the maintenance staff. The COUNTY will also maintain all exterior lighting and all exterior security cameras.

- b. The CITY shall provide exterior maintenance to the grounds of the facility including, but not limited to parking lot striping, sweeping, snow removal and plowing, landscaping maintenance, watering, weed control on property, including inside fenced areas and exterior window washing. This exterior maintenance does not include the Coroner's building that is collocated on the property. The COUNTY shall provide a credit to the CITY's monthly bill reflecting fifty percent of the total annual cost or \$2,883.17 (50% of \$5,766.34) in 12 monthly credits of \$240.26.
- c. The COUNTY will be responsible for insuring the entire building structure against fire, and other loss and casualty. The CITY will be responsible for insuring all CITY property and contents within CITY space and the COUNTY will be responsible for insuring all other property and contents. In the event of a catastrophic loss, the COUNTY and the CITY recognize the CITY'S 12.5% ownership of the Administrative portion of the Law Enforcement Center and the parties shall agree to either rebuild any portion damaged or compensate the CITY for their 12.5% ownership from the gross insurance proceeds. City shall pay the County 12.5% of the County's property insurance premium on the building (\$39,732.00 x .125=\$4,966.50) in 12 monthly payments of \$413.88.
- d. The CITY agrees to pay 12.5% of the electric and 12.5% of the demand on a monthly basis. The CITY agrees to pay 12.5% of the monthly sewer and water costs.
- e. The COUNTY and the CITY agree that in regard to the Law Enforcement Administration Facility, the COUNTY shall provide an estimate of anticipated repairs for the facility as they plan for or become aware of them. The COUNTY and the CITY agree to allocate in each respective budget funds to cover 50% of these expenses. If the parties do not agree that requested repairs, remodel, or other expenditures are necessary, each party will bear their own expense, but

the actual work will be coordinated through the COUNTY's Buildings & Grounds Department. The CITY will reimburse the COUNTY for its share of the actual repair costs within forty-five (45) days of being invoiced by the COUNTY for the CITY share of the repair costs. If the County determines an emergency, or unanticipated repairs arise within the listed common areas (See EXHIBIT B), costs shall be shared at 50% by the CITY and COUNTY respectively. In the event that parking lot repairs, repaving or other capital repairs, improvements and other requirements are necessary, the CITY and COUNTY shall mutually agree to a funding mechanism which shall be part of the normal budgeting process for each appropriate party.

- f. The COUNTY and CITY shall have access to all common areas and shared facilities within the Law Enforcement Center including the meeting room, conference room, work-out facilities, and the garage. The COUNTY and CITY agree to coordinate the use of those areas and facilities for law enforcement purposes. The COUNTY and the CITY agree to share maintenance and replacement costs within those common areas and shared facilities on an even basis. The COUNTY and CITY agree to pay equally in the cost of equipment for the workout and training rooms. However, the COUNTY and CITY agree that each may purchase items for the common areas for the benefit of everyone if funds are available from one agency and not the other, without an expectation for reimbursement from the other agency.

6. Dispatch Services

- a. The CITY agrees to pay COUNTY a base fee of \$329,623.37 in 12 monthly payments of \$27,468.61 for "Dispatcher Wages and Benefits". Said base fee is calculated as 50% of Total Dispatch wages and benefits from the preceding calendar year (EXHIBIT C). Dispatch Services shall include the items listed in EXHIBIT D.
- b. The COUNTY shall provide access to any and all records produced by COUNTY through the Dispatch Center as it is related to CITY business. Records include, but are not limited to logs, reports, phone systems, phone recordings, radio transmissions and computerized records including email. The request for records may be verbally or in writing, and the CITY shall allow a reasonable time to produce the requested records.

7. Technology Services

- a. The CITY agrees to the following conditions related to Law Enforcement Center Technology Systems and Networks; The CITY shall not take any action that might affect COUNTY systems or infrastructure, in any way, unless specifically coordinated and approved by COUNTY Information Technology Staff. This includes any physical or wireless circuits or connections entering or leaving the facility. If such actions are not approved, then they may not be implemented. Should the COUNTY discover any CITY actions that have not been authorized or pose any potential risk to COUNTY systems, then COUNTY shall immediately take steps on its own network or infrastructure to stop or block the unauthorized use/actions or potential risk; such steps shall be kept to the minimum necessary to protect the County and RIMS systems and coordinated with CITY IT Staff as practically feasible. Any Technology Services provided by the COUNTY to the CITY shall meet current Law Enforcement standards for security and confidentiality.
 - b. The CITY agrees to pay COUNTY \$39,000.00 in 12 monthly payments of \$3250.00 for the Technology Services provided and listed in EXHIBIT E.
8. Both the COUNTY and the CITY are government entities within the State of Wyoming. By entering into this agreement, neither the City nor the County waives its sovereign or governmental immunity, or any other rights, limitations and defenses provided by the Wyoming Constitution and Wyoming law, and both expressly reserve the right to assert such immunities, rights, limitations, and defenses to any action arising out of this agreement.

Dated this _____ day of _____, 2023

Chairman, Board of Park County Commissioners

ATTEST:

_____ Park County Clerk

Mayor, City of Cody

ATTEST:

_____ Administrative Services Officer

EXHIBIT A

COST SUMMARY OF THIS AGREEMENT

	Yearly Costs from Last Agreement CY 2022	Yearly Costs for New Agreement CY 2023	Monthly Costs for New Agreement CY 2023
1. Dispatcher Wages & Benefits – Exhibit C	\$300,670.14	\$329,623.37	\$27,468.61
2. Inside Maintenance Labor Costs	\$24,749.19	\$21,231.64	\$1,769.30
3. Inside Maintenance Supply Costs	\$10,255.16	\$10,954.98	\$912.91
4. Outside Maintenance Costs	-\$2,499.92	-\$2883.17	-\$240.26
5. Building Insurance Costs	\$4,787.00	\$4,966.50	\$413.88
6. Technology Services Costs – Exhibit E	\$39,000.00	\$39,000.00	\$3,250.00
TOTAL	\$376,961.56	\$402,893.31	\$33,574.44

EXHIBIT B
Building Area Use

Floor	Room#	Purpose	User	Total Sq Footage	Factor	Sq Footage per User	SHEET LAST MODIFIED MARCH 2023
Basement	001	Lobby	Common	371	2	185.5	
Basement	002	Corridor	Common	185	2	92.5	
Basement	003	Toilet	Common	45	2	22.5	
Basement	004	Janitor	Common	23	2	11.5	
Basement	005	Toilet	Common	45	2	22.5	
Basement	006	SO Armory	PCSO	93	1	93	
Basement	007	PD Armory	CPD	93	1	93	
Basement	008	SO Storage	PCSO	820	1	820	Old Wt Room Future Exp
Basement	009	SO Admin Coord	PCSO	134	1	134	
Basement	010	PD IT Office (Old SO IT Office)	CPD	134	1	134	Swapped with SO prior to building opening.
Basement	011	SO IT Office (Old PD IT Office)	PCSO	135	1	135	Swapped with PD prior to building opening.
Basement	012	PD Storage (Old Lab)	CPD	182	1	182	May 2020 changed from Common to CPD
Basement	013	PD Storage	CPD	391	1	391	Old future Radio Room
Basement	014	PD Long Term Evid	CPD	320	1	320	
Basement	014A	PD Evidence Storage	PCSO	81	1	81	
Basement	015	SO Long Term Evid	PCSO	320	1	320	
Basement	016	SO Evidence Storage	PCSO	39	1	39	
Basement	017	Elevator	Common	51	2	25.5	
Basement	018	Corridor	Common	485	2	242.5	
Basement	019	Corridor	Common	378	2	189	
Basement	020	Womens Locker	Common	128	2	64	
Basement	021	Womens Lavatory	Common	79	2	39.5	
Basement	022	Womens Toilet Shower	Common	161	2	80.5	
Basement	023	Mens Toilet Shower	Common	152	2	76	
Basement	024	Mens Lavatory	Common	84	2	42	
Basement	025	Mens Locker	Common	219	2	109.5	
Basement	026	Phone/Computer	PCSO	370	1	370	
Basement	027	SO Tech Room (Old Tech Storage)	PCSO	134	1	134	March 2023 changed from Common to PCSO
Basement	028	PD Tech Room (Old Tech Workshop)	CPD	156	1	156	March 2023 changed from Common to CPD
Basement	029	Meeting Room	Common	1356	2	678	
Basement	030	SO Equip Archive	PCSO	288	1	288	
Basement	031	PD Equip Archive	CPD	288	1	288	
Basement	032	Corridor	Common	508	2	254	
Basement	033	Gym	Common	1490	2	745	Old Storage
Basement	033a	Radio Room	Common	350	2	175	Changed from PCSO Only
Main Floor	A101	Sheriff	PCSO	411	1	411	
Main Floor	A102	Office #3	PCSO	158	1	158	
Main Floor	A103	Office #2	PCSO	143	1	143	
Main Floor	A104	Office #1	PCSO	146	1	146	
Main Floor	A105	Toilet	Common	61	2	30.5	
Main Floor	A106	Stair 1	Common	124	2	62	
Main Floor	A107	Corridor	Common	280	2	140	
Main Floor	A108	Corridor	Common	360	2	180	
Main Floor	A109	Corridor	Common	558	2	279	
Main Floor	A110	Corridor	Common	437	2	218.5	
Main Floor	A111	Corridor	Common	440	2	220	
Main Floor	A112	Office #4	PCSO	137	1	137	
Main Floor	A113	Office #5	PCSO	136	1	136	
Main Floor	A114	Office #6	CPD	136	1	136	
Main Floor	A115	Office #7	CPD	136	1	136	
Main Floor	A116	Office #8	CPD	137	1	137	
Main Floor	A117	Office #9	CPD	155	1	155	
Main Floor	A118	PD Evidence	CPD	217	1	217	
Main Floor	A119	SO Evidence	PCSO	221	1	221	
Main Floor	A120	Elevator Room	Common	39	2	19.5	
Main Floor	A121	Elevator	Common	51	2	25.5	
Main Floor	A122	Stair 2	Common	129	2	64.5	
Main Floor	A123	SO Squad Room	PCSO	508	1	508	
Main Floor	A124	PD Squad Room	CPD	508	1	508	
Main Floor	A125	Briefing	Common	328	2	164	
Main Floor	A126	Mechanical Chase	Common	48	2	24	
Main Floor	A127	PD Storage or Janitor	CPD	46	1	46	Per Dennis
Main Floor	A128	PD Equip Storage	CPD	177	1	177	
Main Floor	A129	SO Equip Storage	PCSO	175	1	175	
Main Floor	A130	Interview Room	Common	175	2	87.5	
Main Floor	A131	Sergeants	CPD	175	1	175	
Main Floor	A132	PD Supply	CPD	46	1	46	
Main Floor	A133	SO Supply	PCSO	46	1	46	
Main Floor	A134	Interview Room	Common	184	2	92	
Main Floor	A135	SO Admin (Old PD Admin)	PCSO	191	1	191	Swapped with PD prior to building opening.
Main Floor	A136	PD Admin (Old SO Admin)	CPD	191	1	191	Swapped with SO prior to building opening.
Main Floor	A137	Copy/Fax	Common	184	2	92	
Main Floor	A138	Waiting Area	Common	405	2	202.5	
Main Floor	A139	Lobby	Common	183	2	91.5	
Main Floor	A140	Jail Area-Not counted			1	0	
Main Floor	A141	Jail Area-Not counted			1	0	
Main Floor	A142	Jail Area-Not counted			1	0	
Main Floor	A143	Dispatch	PCSO	557	1	557	
Main Floor	A144	Dispatch Toilet	PCSO	44	1	44	
Main Floor	A145	Break Area			1	0	Included with A111
Main Floor	A146	Jail Admin	PCSO	188	1	188	
Main Floor	A147	Mens Toilet	Common	192	2	96	
Main Floor	A148	Janitor	PCSO	96	1	96	Per Dennis
Main Floor	A149	Womens Toilet	Common	236	2	118	
Main Floor	A150	Vestibule	Common	424	2	212	
Main Floor	A151	Garages	Common	1640	2	820	
Main Floor	A152	SO Garage Storage	PCSO	20	1	20	
Main Floor	A153	PD Garage Storage	CPD	20	1	20	
Main Floor	A154	Entry	Common	89	2	44.5	
Main Floor	A155	Chief of Police	CPD	411	1	411	
		Total Sq Footage		22187			
		PCSO Sq Footage		5591			
		CPD Sq Footage		3919			
		Common Sq Footage		6338.5			
		PCSO + Common Sq Footage		11929.5	53.77%		
		CPD + Common Sq Footage		10257.5	46.23%		
		Double Check Total Sq Footage		22187			

EXHIBIT C

Dispatcher Wages & Benefits Amounts

	From Last Agreement CY 2022	For New Agreement CY 2023
1. Gross Wages	\$362,626.80	\$392,274.02
2. OT Wages	\$26,017.53	\$43,850.04
3. Social Security	\$23,766.50	\$26,593.68
4. Medicare	\$5,558.27	\$6,219.57
5. Retirement	\$66,449.00	\$74,931.48
6. Workers Comp	\$7,033.19	\$7,940.44
7. Other Benefits	\$109,888.99	\$107,437.50
TOTAL	\$601,340.28	\$659,246.73
City Percentage	50% ¹	50%
City Share	\$300,670.14	\$329,623.37

¹ In 2023 Agreement City Percentage of Dispatcher Wages & Benefits was changed to a flat 50%.

EXHIBIT D

GENERAL DISPATCH SERVICES PROVIDED FOR CODY PD

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

EXHIBIT E

COUNTY TECHNOLOGY SERVICES PROVIDED TO CODY PD

- Direct Connectivity to the Law Enforcement Rims System via a DMZ Firewall Port.
- Access to the County Motor Vehicle Registration Files. These files would be held on the Rims System server for access via the Rims DMZ Firewall Port.
- Provide integration on Dispatch Consoles for 2 conventional radio channels and 3 WyoLink Talkgroups for the purpose of dispatching calls for service and communicating with Police personnel.
- Provide integration on Dispatch Consoles for 1 conventional radio channel and 1 WyoLink Talkgroup for the purpose of communicating with City Utilities personnel, when necessary.
- Provide space for placement of 3 consolette radios in Radio Room to accommodate Police and City Radio systems.
- Provide space for 3 antennas and feed lines on tower at 210-foot, 200-foot, and 115-foot levels to accommodate the consolette radios for Police and City radio systems.
- Provide space for 1 Wireless Access Point antenna and related feed line on the tower at approximate 20-foot level to accommodate Police mobile video system operations.
- Provide NEC Telephone Interfaces and basic telephone service for up to 24 Telephones (telephones to be provided by City). Of the 24, 18 will be IP Phone Ports and 6 will be Analog Phone Ports. *NOTE: In 2022 The County installed a new NEC IP Telephone System and provided 17 new NEC IP telephones to the City to replace their original NEC digital phones. Since then, the City is responsible for purchasing, repairing, or replacing those phones as they add or fail.*
- Provide 18 Direct Inward Dial (DID) Extensions for use with telephones (Extensions 8720 through 8737).
- Provide 6 Non-DID Extensions for use with telephones (Extensions 4730 through 4735).
- Provide telephone voice mail service for the DID and Non-DID Extensions.
- Provide logging recorder channels for 7 radio channels and software to access those recordings.
- Provide logging recorder export of any phone calls or radio traffic related to Cody Police activity that may be available on County Logging Recorder.



BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)
Form Due No Later Than Monday, February 26, 2024

Application Date 2/27/20224

NAME Christopher Guyer Phone (h) 4066980451

RESIDENCE ADDRESS 1101 Elm Ave Cody, Wy 82414 E-Mail Chris@Joyvagen.com

MAILING ADDRESS 1101 Elm Ave Cody, Wy 82414

Employment (firm and occupation/profession) Joyvage(Owner), Fistful of Dirt (owner) Phone (w) 3075270640

Educational Background Bachelors Science- Business Management

Previous or Current Public Experience (elective or appointive) PCORC- Charter Member

TOP (That other Project)- Active Transportation Committee member

Present Service Activities (civic organizations, volunteering, etc) Board Member- Park County Pedalers (current),

Founder and current President- That Other Project (Current), Coach- Park County Youth Cycling (current),

Head Coach- Cody Speedgoats NICA (current)

PLEASE MARK THE FOLLOWING BOARD/COMMISSION YOU ARE APPLYING FOR:

 x Park County Travel Council 3-year term (1 position open)

What special experience or education do you have for serving on the board/commission to which you are applying?

I have nearly 20 years of experience as an Outdoor Retail industry professional, 8 of those as a business owner.

Why are you interested in serving on this board/commission? _____

Currently retail partners and outdoor recreation businesses are underserved amongst the current board membership.

Applications must be submitted by February 26, 2024 Should you change your mind after applying and wish not to be considered, please contact the Administrative Services Officer's office at 527-3463.

Return Form to:
Administrative Services Officer
City of Cody
PO Box 2200
Cody WY 82414

Signature: _____

AGENDA ITEM SUMMARY REPORT

Energy Lease and Purchase Agreement

ACTION TO BE TAKEN:

Authorize the Mayor to sign an Energy Lease and Purchase Agreement with the Wyoming Association of Municipalities-Wyoming County Commissioners Association (WAM-WCCA) Joint Oversight Board.

SUMMARY OF INFORMATION:

The WAM-WCCA Energy Lease program offers loan funding for municipal energy saving projects. This program is overseen by a Joint Board consisting of three county and three municipal officials appointed by the Presidents of the WCCA and WAM. Funding up to \$100,000 is available to cities and towns for energy efficient improvements to existing or new public buildings.

The City submitted an application and was approved for a \$100,000 energy lease for the Chamber Building energy upgrade project. The planned improvements include the installation of mini split air conditioning systems, new boiler for hot water heat, and the optimization of the building's insulation. Based on an initial evaluation of the scope, the estimated cost of the planned improvements is \$129,433. The actual cost will be known once the receives bids for the work to be done.

FISCAL IMPACT

This lease is for a period of two (2) years and can be renewed up to four (4) times for a total term of ten (10) years. The interest rate is 0% and quarterly payments of \$2,500 each are required beginning September 2024. The City has the option to pay off the lease balance within the first four (4) years at the end of each calendar year beginning in 2024 through 2027.

As part of the lease agreement the City must dedicate a sufficient revenue stream on an annual basis to meet the lease obligations. The City currently leases the facility to the Cody Country Chamber of Commerce and the Cody Country Art League and the City Administrator is having discussions with both entities about sharing the cost for the energy improvements with the City, the Chamber, and the Art League each paying 1/3 of the lease amount. The City would pay any additional cost over the \$100,000 awarded. Based on the initial cost estimate the payment schedule would be as follows:

	Energy Lease	Overage	Total	
Project Cost	\$ 100,000	\$ 29,433	\$ 129,433	
City Share	\$ 33,334	\$ 29,433	\$ 62,767	48%
Chamber Share	\$ 33,333	\$ -	\$ 33,333	26%
Art League Share	\$ 33,333	\$ -	\$ 33,333	26%

First Term (2 years)	City	Chamber	Art League	Total
September 2024	\$ 850	\$ 825	\$ 825	\$ 2,500
December 2024	\$ 850	\$ 825	\$ 825	\$ 2,500
March 2025	\$ 850	\$ 825	\$ 825	\$ 2,500
June 2025	\$ 850	\$ 825	\$ 825	\$ 2,500
September 2025	\$ 850	\$ 825	\$ 825	\$ 2,500
December 2025	\$ 850	\$ 825	\$ 825	\$ 2,500
March 2026	\$ 850	\$ 825	\$ 825	\$ 2,500
June 2026	\$ 850	\$ 825	\$ 825	\$ 2,500
	\$ 6,800	\$ 6,600	\$ 6,600	\$ 20,000

AGENDA ITEM NO. _____

Since no formal agreements between the City, the Chamber, and the Art League have been finalized, the City will need to designate a revenue source from its own budget for the first year of the lease. Because the building is owned by the General Fund, repayment would be the responsibility of the General Fund. Staff recommends dedicating \$20,000 from the General Fund to pay for the first year's lease while continuing to finalize a cost-share agreement with the Chamber and the Art League.

ATTACHMENTS

1. Energy lease agreement
2. Construction cost estimate



Wyoming
Association of
Municipalities
Building Strong Communities

January 12, 2024

Nikki Traylor
City of Cody
PO Box 2200
Cody, WY 82414

Dear Nikki:

On behalf of the WAM-WCCA Energy Lease Program Joint Oversight Board, I am pleased to inform you that the Board has approved the \$100,000.00 lease to the City of Cody for the "Chamber of Commerce Visitor Center Project" as per your December 21, 2023, application.

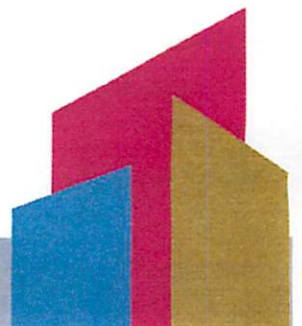
This lease is made for a period of two (2) years amortized over ten (10) years, and the lease may be renewed up to four times. Interest is at a rate of zero percent (0%), and quarterly payments are required with the first payment due on or before September 30, 2024, with subsequent payments on December 31, 2024, March 31, 2025, and June 30, 2025, and on each of those dates of each year thereafter until the lease is paid in full. Further, City of Cody must designate a revenue stream that shall be used to secure the lease.

If the terms of this lease are acceptable to the City of Cody, please sign **two copies of the lease document and return them to the WAM Office**. You have 90 days to accept, or deny, the lease award. Upon receipt of the properly completed and signed lease agreements, the amount of \$100,000.00 will be made available to the City of Cody for this project after July 1, 2024. We will forward a copy of the signed lease agreement to the City of Cody for your records. To ensure investment income is maintained, we will hold these funds until June 30, 2025. Please make a written request for the funds after July 1, 2024, to our office to make disbursement arrangements by June 30, 2025.

Again, congratulations, and please call me should you have any questions.

Sincerely,

Earla Checchi
Finance Manager



LEASE AND PURCHASE AGREEMENT

THIS LEASE AND PURCHASE AGREEMENT, dated this ____ day of _____, 20____, between the City of Cody, a local governmental entity, as Lessee, and WAM/WCCA Joint Oversight Board, as the agent for the Wyoming Local Government Energy Lease Purchase Program, Lessor;

WITNESSETH:

WHEREAS, Lessee, acting by and through its duly elected officials have determined that a need exists for the Leased Equipment, which is more particularly described on Exhibit "A" which is attached hereto and incorporated herein by reference;

WHEREAS, Lessor desires to lease the Leased Equipment to Lessee, and Lessee desires to lease the Leased Equipment from Lessor, pursuant to the terms and conditions and for the purposes set forth in this Equipment Lease and Purchase Agreement; and

NOW, THEREFORE, for and in consideration of the promises hereinafter contained, the parties hereto agree as follows:

1. Lessor hereby leases to Lessee, and Lessee rents, leases, and hires from Lessor, for payments and upon and subject to the terms and conditions as herein set forth, the Leased Equipment for the duration of the Agreement Term.
2. The Agreement Term shall commence as the date hereof, and shall continue for a period of two years, with Lessee having the right to renew for four (4) consecutive terms of two (2) years each, so that if Lessee exercises all of its rights to renew, the lease will have a maximum term of ten (10) years. If Lessee does not exercise its option to purchase the leased equipment at the end of any two-year period as set forth in paragraph 5, then it shall be deemed that Lessee has exercised its option to renew this lease for an additional term. Lessee agrees to use its best efforts to appropriate sufficient sums to meet its obligations hereunder. It is the intention of the parties hereto that the entire sum of One Hundred Thousand and 00/100 dollars (\$100,000.00) be paid by the Lessee to the Lessor in either rent, or rent and purchase money, as set forth in paragraph 5. In the event of default by Lessee, the Lessor shall have the option of repossessing the Leased Equipment or seeking the full payment of any remaining balance unpaid at the time of default.

3. The annual rental for the Leased Equipment shall be Ten Thousand and 00/100 dollars (\$10,000.00), which Lessee shall pay as follows:
 - (a) The annual rent shall be payable in equal quarterly installments of Two Thousand Five Hundred and 00/100 dollars (\$2,500.00) each.
 - (b) The first quarterly payment due hereunder shall be paid on or before September 30, 2024, and continuing on each December 31, March 31, and June 30, thereafter.
4. Lessee covenants that it will dedicate a sufficient revenue stream on an annual basis to meet its obligations hereunder and shall immediately notify Lessor in the event it fails to do so.
5. Lessee shall have the right, upon written notice to Lessor at least 30 days prior to December 31, 2024, or thirty (30) days prior to the end of any renewal term, to purchase the Leased Equipment for the following sums, payable on December 31 in the year that the purchase option is exercised:

<u>Option Date</u>	<u>Purchase Price</u>
December 31, 2024	\$ 97,500.00
December 31, 2025	\$ 87,500.00
December 31, 2026	\$ 77,500.00
December 31, 2027	\$ 67,500.00

6. At its own expense, Lessee shall install, service, repair, and maintain the Leased Equipment so as to keep the Leased Equipment in good condition, repair, appearance and working order for the purposes intended, ordinary wear and tear excepted,, and shall replace any part of the Leased Equipment as may from time to time become worn out, lost, stolen, destroyed, damaged, or unfit for use. All such replacement parts, mechanisms, and devices shall be free and clear of all liens, encumbrances and rights of others, and upon attachment to the Leased Equipment, they shall become the property of Lessor and shall become subject to the terms and conditions of this Agreement. Lessor shall have no liability whatsoever for the Leased Equipment and Lessee shall indemnify and hold Lessor harmless from the same.
7. Lessor hereby assigns to Lessee for and during the Agreement Term all manufacturer's warranties or guarantees, express or implied, issued on or applicable to the Leased Equipment, and in connection with such warranties or guarantees at Lessee's expense. Lessor shall have no obligation whatsoever as to those warranties or guarantees.

8. Title to the Leased Equipment shall be retained by Lessor until such time as Lessee shall purchase the Leased Equipment pursuant to the provisions of this Agreement. It is agreed that if Lessee does not exercise its option to purchase as set forth in paragraph 5, then title to the leased equipment shall be delivered to Lessee at the time the last quarterly rent payment is made in the total sum of Two Thousand Five Hundred and 00/100 dollars (\$2,500.00).
9. Lessee shall pay when due all taxes due on the Leased Equipment and shall provide such insurance as is necessary to protect Lessor against theft, destruction and storm damage of the Leased Equipment.
10. Lessee shall defend, indemnify, protect, save and hold harmless Lessor and its assigns from and against any and all liability, obligations, losses, claims and damages whatsoever regardless of the cause, thereof, and expenses in connection therewith which may arise from the use and operation of the Leased Equipment.
11. Lessee covenants that it will not assign or sublet this Agreement or the Leased Equipment or any interest in either, except with prior written consent of Lessor. No consent shall relieve Lessee of its obligations hereunder.

IN WITNESS WHEREOF the parties have executed this Agreement on the day and year first above written.

LOCAL GOVERNMENT ENTITY

WAM/WCCA JOINT OVERSIGHT
BOARD FOR THE WYOMING LOCAL
GOVERNMENT ENERGY LEASE
PURCHASE PROGRAM

ATTEST:

Estimated Construction Costs

Date: Friday, December 1, 2023

Project: Chamber of Commerce Energy Rating Improvement

Base Price: \$129,433.00

Alternate #1 :	\$8,862.00
Alternate #2 :	\$29,291.00
Alternate #3 :	\$14,766.00
Alternate #4 :	\$6,440.00
Alternate #5 :	\$54,050.00
Alternate #6 :	\$24,495.00
Alternate #7 :	\$16,100.00
Alternate #8 :	\$2,070.00
Alternate #9 :	\$1,380.00
Alternate #10 :	\$0.00

Total Estimated Cost: \$286,887.00

This Proposal Is Good for 10 Days

Tundra General Contractors
Andrew Cowan - Vice President

Date

Owner

Date

Project Proposal

Date: Friday, December 1, 2023
Owner: City of Cody
Project: Chamber of Commerce Energy Rating Improvement
Architect: N/A
Project Address 836 Sheridan Ave. Cody, WY 82414

**Project
Summary:**

Upgrading the OLDER BUILDING of the Cody Chamber of Commerce and the Art League store energy rating. Installing new insulation in the old attic, replacing all the windows and upgrading or replacing all exterior doors.

Base Price:

Labor, equipment & material to complete: work area protection, provide and install all new windows, haul off and dispose of old windows, trim work as needed

Alternates:

Options for your consideration

Alternate #1: Storm door budget
Alternate #2: Exterior door budget
Alternate #3: Asbestos abatement in attic space
Alternate #4: Attic insulation
Alternate #5: Install Mini Split air conditioning in Art League, Visitors Center, and Office Areas
Alternate #6: Existing Hydronic Heat - Repipe boiler room, install additional heat registers in visitor center
Alternate #7: Install new boiler for hot water heat
Alternate #8: Install ceiling fans in Art League
Alternate #9: Install electric heat in bathroom
Not Included: Building Permit Moving or storing any furniture, equipment and or art work

ORDINANCE NO. 2024 - 01

AN ORDINANCE AMENDING TITLE 10, CHAPTER 14, SECTION 1.C: NOTICE AND PUBLIC HEARING

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

Title 10, Chapter 14, Sections 1.C through 1.L. of the City of Cody Code, shall be amended as follows:

10-14-1C: NOTICE AND PUBLIC HEARING

C. NOTICE AND PUBLIC HEARING. The Planning and Zoning Board shall conduct a public hearing to obtain information pertaining to the request and the appropriateness of the conditional use permit. Notice of the hearing is required as follows:

1. Notice of the public hearing shall be given at least ~~ten (10)~~ **fourteen (14)** days prior to the hearing by publication in the City's official newspaper and by USPS first class mail to the owners of all properties within three hundred feet (300') of the subject property. The property owner list shall be based on the ownership data from the Park County Assessor's office records on the day of the application. **The written notice shall specify the date by which written comments and objections must be received by the City, which date shall be no less than five calendar days prior to the public hearing.**
2. The persons sending the notices by mail shall complete an affidavit of mailing which identifies the document, the property owners to which it was sent, and the date mailed.
3. The City Planner is granted authority to require or perform optional notice to inform property owners in addition to those within three hundred feet of the subject property, lessees, utility providers, or others that may be affected by the conditional use, of the public hearing. Optional notice is not subject to the ten (10) day requirement, may take any form, and is completely discretionary.

Optional notice, or lack thereof, shall not be ground for appeal. If the City Planner requires additional notice, the expenses and costs for the additional notice shall be paid by the City.

D. Approval by Planning and Zoning Board or Governing Body

1. Subject to the requirements of this chapter, the Planning and Zoning Board shall have authority to approve, deny, or approve with conditions an application for a conditional use permit, except as described in section 2 below.
2. If there is a written protest against the proposed conditional use permit signed by the owners of twenty percent (20%) or more of ~~the area of~~ the lots within the three-hundred foot (300') notice area, the Governing Body shall be the decision making body for the proposed conditional use permit. The written protests must be received by the Community Development Department no later than the date and time established for written comments in the notice for the public hearing. When the City receives a written protest against the proposed conditional use permit signed by **the owners of** more than twenty percent (20%) or more ~~of the area~~ of the lots within the three-hundred foot (300') notice area, the Planning and Zoning Board shall, after conducting the public hearing, make a recommendation to the Governing Body to approve, deny or approve with conditions the proposed conditional use permit. If the Planning and Zoning Board fails to secure a vote of a majority of the Planning and Zoning Board on any motion for a recommendation, the application shall be considered as having "no recommendation".

- E. Standards of Review. The board or, if approval is required by the Governing Body, then the Governing Body, has authority to approve, impose conditions on, or deny condition use applications. When the Planning, Zoning and Adjustment Board reviews the application for a conditional use permit, a majority of the Planning, Zoning and Adjustment Board shall be required to approve the conditional use permit. When the City receives written protests by the owners of twenty percent (20%) or more of ~~the area~~ of the lots as described above, the conditional use permit application must receive an affirmative vote of at least ~~three-quarters (3/4)~~ **two-thirds (2/3)** of the Governing Body to approve the conditional use permit. The board or the Governing Body shall base its determination upon the following considerations. Negative impacts may be justification to impose condition on or deny the application.

1. Is the site large enough to accommodate the proposed use and meet all of the dimensional standards and development regulations of the zoning district in which the project is located?
2. Is the use at the scale or density proposed compatible with all other uses in the immediate area and with permitted uses that may be established in the area?
3. Does the proposed use involve activities, processes, material, equipment, hours of operation or any other operational characteristics that would be materially detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, dust, glare, odors, hazards, or similar impacts?
4. Does the proposal include provisions for necessary and desired public utilities and facilities such as potable water, fire hydrants, sewer, electrical power, streets, stormwater facilities and sidewalks / pathways?
5. Will the proposed use create excessive additional costs for public facilities and services that would be materially detrimental to the economic welfare of the community?
6. Will the proposed use result in the destruction, loss or damage of a natural, scenic or historic feature considered to be of significant importance?

F. Conditioning Authority. The board, or if approval is required by the Governing Body, then the Governing Body, is authorized to impose conditions on the proposed use as necessary to ensure compliance with the provisions of this title and to mitigate or avoid negative impacts to neighboring properties or the general public health, safety and welfare of the community. Examples of such conditions may include, but are not limited to:

1. Limiting the size, height, location, or scale of the project or any component thereof.
2. Limiting the hours of operating of the use, or any component thereof.
3. Requiring sound-reduction methods.
4. Requiring screening of loading areas, storage areas, and other unsightly features.
5. Requiring dust control or surface improvements.

6. Limiting the duration of the conditional use permit to give opportunity for future review as the surrounding area becomes more developed.
7. Requiring the provision of on-site or off-site public facilities or services to serve the use.

G. Outstanding violations: The board, or if approval is required by the Governing Body, then the Governing Body, may withhold or delay issuance of a conditional use permit if there is an outstanding zoning violate that exists on the subject property, until the violation is remedied.

H. Filing Of Permit: If the conditional use permit is authorized by the board (or by the Governing Body when so required), the city shall prepare a conditional use permit in a recordable format. The permit document shall include the date the conditional use was approved by the board or the Governing Body; a description of what was approved; any conditions, limitations and restrictions imposed on such conditional use; and, the "time limitations and expiration" language found below. The permit shall be signed by the Chair of the Planning and Zoning Board and recorded with the Park County Clerk Office within fifteen (15) days or as otherwise specified by the board or Governing Body. Recording costs is at the applicant's expense.

I. Time Limitations And Expiration

1. Unless specified otherwise by the board or Governing Body, development of a permitted conditional use shall commence within two (2) years of the granting of the conditional use permit, or the authorization shall expire. If the conditional use is associated with a building, commencing development shall be in the form of obtaining a building permit and starting construction on the project. If no building is associated with the conditional use, the conditional use activity shall commence within the specified deadline.
2. If a conditional use has been discontinued for one (1) year or more, the conditional use permit shall automatically become null and void and the activity shall not be reestablished except in accordance with the provisions and procedures of this title.

J. Transfers. Conditional use permits are granted to the specific property for which the approval was granted and upon property sale, transfer or conveyance, the conditional use permit, if not otherwise revoked or expired pursuant to this chapter, transfers to the new owner(s) without further application or approval, provided, however, the new owner(s)

shall be bound by the same time limits and conditions of approval as the original permit holder(s). A conditional use permit is not transferrable from one (1) property to another.

K. Modifications: A request to modify, expand, or otherwise change an approved conditional use permit shall be processed as a new application.

L. Revocation, Suspension or Modification By The Board.

1. A conditional use permit may be revoked, suspended, or modified by the board or by the Governing Body if the conditional use permit was approved by the Governing Body, for cause upon written notice to the permit holder, and after a public hearing, for either breach or violation of any condition of approval or limitation of the permit; or, if the conditional use permit is operated in a manner so as to create a public nuisance as defined and regulated by the City Code.
2. If the board, or the Governing Body if the conditional use permit was approved by the Governing Body, desires to revoke, suspend, or modify a conditional use permit, either on its own action or after receipt of a written complaint, the board or the Governing Body shall notify the permit holder of the complaint or proposed action and provide the permit holder with the opportunity to contest the revocation, suspension, or modification in a public hearing.
3. Notice of the public hearing shall be mailed to the property owner by U.S. Mail, certified, return receipt, at least ~~fourteen (14)~~ twenty-one (21) days before the public hearing. Notice shall also be provided to neighbors and the public in the same manner set forth for the application of a conditional use permit.
4. The board or the Governing Body may appoint a hearing officer to conduct the public hearing, and to make recommended findings of fact and conclusions of law, which shall be delivered to the board or Governing Body within thirty days after the public hearing. The board or Governing Body shall make findings of fact and conclusions of law supporting their decision.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: _____, 2024

PASSED ON SECOND READING: _____, 2024

PASSED ON THIRD READING: _____, 2024

ATTEST:

MATT HALL, Mayor

Cynthia D. Baker
Administrative Services Director

ORDINANCE NO. 2024 -02

**AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION
3: MEETING WITH PLANNING, ZONING AND ADJUSTMENT
BOARD REQUIRED BEFORE BUILDING PERMIT ISSUED**

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

Title 9 Chapter 2, Section 3 of the City of Cody Code, shall be amended as follows:

9-2-3: Meeting With Planning, Zoning and Adjustment Board Required Before Building Permit Issued.

Before the issuance of any permit under the International Building Code for commercial buildings situated within the City, the applicant, property owner and occupant shall meet with the Planning, Zoning and Adjustment Board to review the application and plans insofar as they pertain to the exterior of a commercial building and site plan conditions. The issuance of a permit shall be conditioned upon the applicant receiving an affirmative vote of a majority of the Planning, Zoning and Adjustment Board ~~members in attendance at said meeting.~~

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: March 19, 2024

PASSED ON SECOND READING: _____, 2024

PASSED ON THIRD READING: _____, 2024

ATTEST:

MATT HALL, Mayor

Cynthia D. Baker
Administrative Services Director