



City Council Special Meeting Agenda

Date: 05/10/2012
Time: 4:15 p.m.
Location: City Hall Council Chambers

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

- Executive Session - to discuss potential litigation pursuant to Wyoming State Statute 16-4-405.
- Discuss damage to a second skylight at City Hall.
 - Staff Reference: Rick Manchester, Parks, Facilities and Recreation Director
- Discuss Backflow Prevention letters.
 - Staff Reference: Steve Payne, Public Works Director
- Consider entering into a revised Memorandum of Understanding between Park County Wyoming, City of Powell, Wyoming, City of Meeteetse, Wyoming and the City of Cody and authorize the Mayor to sign the MOU.
 - Staff Reference: Jenni Rosencranse, City Administrator
- Discuss agenda for May 15, 2012 Council Meeting
- Staff Updates
- Council Updates
- Meeting Reminders:
 - Tuesday, May 15, 2012 – Regular Council Meeting – 7:00 p.m. Council Chambers – City Hall (Pre-meeting 6:30 p.m.)
 - Monday - Wednesday, May 21-23, 2012 - Budget Work Sessions – 4:00 p.m. – Council Chambers – City Hall
 - Time Adjourned: _____



CITY OF CODY
WYOMING

Cody Parks, Recreation and Public Facilities

1402 Heart Mountain Street

PO Box 2200

Cody WY 82414

Phone (307) 587-0400

Fax (307) 587-2565

www.cityofcody-wy.com

For Your Information

Action Necessary

Response Requested

MEMO—12-038

Date: May 4, 2012

To: Jenni Rosencranse, City Administrator

From: Rick Manchester, Director
Parks Recreation and Public Facilities

Subject: Nichol Mall Skylight #2

CC: Andrew Johnston, Facilities Supervisor

After receiving approval from City Council to move forward with the replacement, Andrew discovered that a second skylight was broken. He made band aid repairs to keep weather out, but it also needs to be repaired.

Instead of requiring \$1,200 from City Council contingency the quote received is for \$2,075.

Options

1. Request that City Council contingency covers the cost of the repair in an amount not to exceed \$2, 200.
2. Leave it unattended and budget for the repairs in the 2012/13 budget year.

Recommendation is option number one.

BIG HORN GLASS

1930 SHERIDAN AVE
 CODY, WY 82414

Estimate

Date	Estimate #
5/2/2012	299

Name / Address
CITY OF CODY ACCOUNTS PAYABLE P O BOX 2200 CODY, WY 82414

			Project
Description	Qty	Cost	Total
NICHOL MALL 49-1/2 X 49-1/2 DARK BRONZE FRAME - DOUBLE DOME - CLEAR SKYLITE	2	577.50	1,155.00
MINIMUM LABOR PER EACH	2	330.00	660.00
APPROXIMATE CRATING AND SHIPPING	2	130.00	260.00
		Subtotal	\$2,075.00
		Sales Tax (4.0%)	\$0.00
		Total	\$2,075.00

MEMORANDUM OF UNDERSTANDING
BETWEEN
BOARD OF PARK COUNTY COMMISSIONERS, WYOMING AND THE CITY OF CODY, WYOMING,
CITY OF POWELL, WYOMING AND THE TOWN OF MEETEETSE, WYOMING

THIS AGREEMENT is entered into this _____ day of May, 2012, by and between the Board of Park County Commissioners (COMMISSIONERS), City of Cody Council, City of Powell Council (CITIES) and the Town of Meeteetse Council (TOWN).

WITNESSETH

- A. The Park County Commissioners and the Mayors and Councils of the City of Cody, City of Powell, and Town of Meeteetse are jointly interested in placing on the 2012 General Election Ballot the proposition of a one percent excise tax in Park County upon retail sales of tangible personal property, and admissions and services made within the county.
- B. Each Governing Body has infrastructure needs within their respective jurisdictions that cannot be met with the current and future expected revenue sources that may be available to each jurisdiction.
- C. Wyoming State Statute 39-15-203(a)(i)(B) allows for a one percent excise tax to be placed on the ballot by the COMMISSIONERS so long as a resolution is passed by the COMMISSIONERS and at least two thirds (2/3rds) of the Governing Bodies of the incorporated municipalities within Park County.
- D. The COMMISSIONERS, CITIES, AND TOWN agree that any resolution for a one percent excise tax will only be proposed for capital infrastructure projects and the specific maintenance of capital infrastructure, within the respective jurisdictions.
- E. The COMMISSIONERS, CITIES, AND TOWN agree that infrastructure is determined to include, but is not limited to projects involving public works related capital improvement projects such as

roads, streets, alleys, curbs, gutters, sidewalks, storm sewers, bridges, and water, sewer, and electrical projects. It does not include the construction of new buildings.

- F. The COMMISSIONERS, CITIES, AND TOWN agree that maintenance is determined to include, but is not limited to the purchase of maintenance materials and contractual services that extend the useful life of the infrastructure outlined in paragraph E such as oil, chips, grading H, asphalt, crack sealing, striping, concrete, slurry seal, sewer line relining, culverts, pipes, poles, cable, street lights, and transformers.
 - G. The COMMISSIONERS, CITIES, AND TOWN agree that if this tax is approved by the voters of Park County that the COMMISSIONERS, CITIES, AND TOWN shall bring the renewal of the one percent excise tax to the voters every four years and that the COMMISSIONERS, CITIES, AND TOWN will not execute their option of continuing the tax for any reason without the voters' approval.
 - H. The COMMISSIONERS, CITIES, AND TOWN believe it is in their mutual best interest to execute this Memorandum of Understanding to memorialize their agreement as each party's contributions, commitments and obligations to each other and to the citizens of Park County, the City of Cody, City of Powell and Town of Meeteetse.
1. Notices required by this agreement shall be delivered to the following:

**Park County
1002 Sheridan Avenue
Cody, WY 82414**

**City of Cody
PO Box 2200
Cody, WY 82414**

**City of Powell
PO Box 1008
Powell, WY 82435**

**Town of Meeteetse
PO Box 38
Meeteetse, WY 82433**

PARK COUNTY COMMISSIONERS

ATTEST

Chairperson

County Clerk

CITY OF CODY

ATTEST

Mayor

City Clerk

CITY OF POWELL

ATTEST

Mayor

City Clerk

TOWN OF MEETEETSE

ATTEST

Mayor

Town Clerk