

City of Cody City Council
(Pre-Meeting to discuss agenda 6:45 pm)
Tuesday, May 19, 2026-7:00 PM

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

1. Consent Calendar

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

- a. Approval of Minutes from May 5 and May 12, 2026.
Staff Reference: Tina Gail
- b. Approve Vouchers and Payroll in the amount \$2,431,001.61.
Staff Reference: Leslie Brumage
- c. Bid 2026-04 for One (1) New 2026 4X4 Utility Vehicle w/Full Cab
Staff Reference: Phillip Bowman
- d. ESRI Software Renewal Contract.
Staff Reference: Jenny Cramer
- e. Recreation Center Roof Membrane Replacement Recommendation
Staff Reference: Mike Fink, Jake Moyer

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. **ORDINANCE 2026-07 – THIRD AND FINAL READING ON AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION 1(C) OF THE CITY OF CODY CODE AS IT PERTAINS TO ADOPTION OF THE NATIONAL ELECTRICAL CODE.**
Staff Reference: Jenny Cramer
- b. **ORDINANCE 2026-08- FIRST READING TO AMEND TITLE 9, CHAPTER 3, SECTION 1 OF THE CITY OF CODY**

Staff Reference: Jenny Cramer

- c. 250th Anniversary Watch Party (Kerry Frost) is requesting approval to close Beck Avenue between 9th and 10th Street on June 26th to distribute 40,000 pounds of shelf-stable food from a semi-truck beginning at 5:00 pm. They are reserving the band shell and picnic shelter and would like to bring a trailer equipped with a large laser projection screen and park it in front of the band shell for a community event.
Staff Reference: Tina Gail

- d. The Cody Gun Slingers are requesting approval for a street closure to conduct daily Western Re-Enactment Shows from June 8, 2026 through September 15, 2026 on 12th Street between Sheridan Avenue and the first alley south of Sheridan Avenue. The request includes approval of the operational conditions for discharging weapons in the City of Cody as outlined by staff, and/or allowing a sharp blunt object (knife) to be utilized during the performance, but not within 10 feet of the audience. Contingent upon submission of insurance and all required documentation to the Chief of Police prior to the first performance. The request also includes approval for the designated Site Safety Manager to participate as a nightly performer during the events.
Staff Reference: Jason Stafford

- e. Resolution - Park County Special Purpose Tax
Staff Reference: Tony Tolstedt

- f. NeoGov implementation of a Human Resources Information System (HRIS).
Staff Reference: Tony Tolstedt

5. **Tabled Items**

6. **Matters from Staff Members**

7. **Matters from Council Members**

8. **Adjournment**

Upcoming Meetings:

Council Budget Work Session — Monday, May 18, 2026 5:30 p.m.

Council Meeting — Tuesday, May 19, 2026, 7:00 p.m.

Council Budget Work Session — Wednesday, May 20, 2026 5:30 p.m.

Council Budget Work Session — Thursday, May 21, 2026 5:30 p.m.

Council Work Session — Tuesday, May 26, 2026, 7:00 p.m.

Council Meeting — Tuesday, June 2, 2026 5:30 p.m.

City of Cody
City Council Proceedings
May 5, 2026

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, May 5, 2026 at 7:00 PM.

Mayor Reiter called the meeting to order at 7:00 PM.

Present: Mayor Reiter, Council Members Tim McIsaac, Kelly Tamblyn, Jeremy Laing and Don F. Shreve Jr. City Administrator Tony Tolstedt; City Attorney Scott Kolpitzke and Administrative Services Officer Tina Gail.
Absent: Joanna Settineri and Emily Swett.

Mayor Reiter read the Proclamation for Nurses Week.

Administrative Services Officer Tina Gail administered the Oath of Office to Officer Alex Poole.

Council Member McIsaac made a motion seconded by Council Member Laing to approve the Consent Calendar to include approval of Minutes from April 21, 2026 and April 28, 2026, approve Vouchers and Payroll in the amount of \$676,240.57, approve the activities associated with the 2026 Fistful of Dirt Bike Race including street closures, City Park use, malt beverage and open container permits and related items subject to the conditions outlined in the Summary Report, approve the request from Janie Curtis for the 2026 Cody Beer Mile to be held at Mentock Park on Thursday, July 16, 2026 and authorize a malt beverage and open container permit, approve the Buffalo Bill 5-10K races on Saturday, September 19, 2026 including street closures, malt beverage and open container permits and mobile vendors, approve the request to close 4–5 parking stalls near 1122 12th Street on June 4, 2026 for “The Wrangle” photography exhibition, approve the request from Cody High School Youth for Justice to host 3–5 food trucks at their May 16, 2026 event at City Park, approve Bid 2026-02 for one (1) new Towable Air Compressor, approve Change Order No. 3 (Final Reconciliation), Pay Estimate No. 8 (Final Payment), and Final Acceptance of the Tree Streets Waterline Replacement Project — Phase 2, approve Task Order No. 3 for Professional Services with Ardurra for the Pressure Reducing Valve Replacement Project, and appoint Laura Newton as Assistant City of Cody Attorney. Vote was unanimous.

Ordinance No. 2026-07 – Second Reading

Council Member Laing made a motion seconded by Council Member Tamblyn to approve Ordinance 2026-07 on second reading amending Title 9, Chapter 2, Section 1(C) of the City of

Cody Code as it pertains to adoption of the National Electrical Code. Vote was unanimous.

Mayor Reiter adjourned the meeting at 7:19 pm.

Mayor Reiter

Tina Gail, Administrative Services Officer

City of Cody
City Council Proceedings
May 12, 2026

At 5:15 p.m., Council Member Shreve made a motion seconded by Council Member Swett to enter into an executive session pursuant to W.S. 16-4-405(a)(ii) & (a)(iii) to discuss legal action and a personnel matter. Vote was unanimous. At 5:29 p.m., Council Member McIsaac made a motion seconded by Council Member Shreve to exit the executive session. Vote was unanimous.

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, May 12, 2026 at 5:30 PM.

Mayor Reiter called the meeting to order at 5:30 PM.

Present: Mayor Reiter, Council Members, Tim McIsaac, Kelly Tamblyn, Joanna Settineri, Jeremy Laing, Don F. Shreve Jr., and Emily Swett; City Administrator Tony Tolstedt; and Administrative Services Officer Tina Gail. Absent: None

Tony Tolstedt and Phillip Bowman discussed the proposed Water Sales Agreement between the City of Cody and Northwest Rural Water District, including operational considerations and agreement terms. This item will be placed on a future agenda for Council consideration.

Tony Tolstedt presented information regarding a proposed Resolution for the Park County Special Purpose Tax. Council discussed project priorities and potential funding impacts. This item will be placed on a future agenda for Council consideration.

Tony Tolstedt discussed the proposed Law Enforcement Center Contract, including operational coordination and contractual obligations. This item will be placed on a future agenda for Council consideration.

Phillip Bowman and Kris Bruxvoort presented information regarding the Solid Waste and Recycling Division Breakroom and Office Building Project. Council discussed project scope, facility needs, and estimated costs. This item will be placed on a future agenda for Council consideration.

Phillip Bowman discussed the proposed Disposal Service Agreement with the Park County Regional Landfill. Council discussed agreement terms. This item will be placed on a future agenda for Council consideration.

Mike Fink and Jake Moyer presented the recommendation for replacement of the Recreation Center roof membrane. Council discussed maintenance concerns, project costs, and replacement timelines. This item will be placed on the May 19th City Council meeting for Council consideration.

Utana Dye and University of Colorado Denver student Caleb Battersby discussed the Capstone Project regarding Planned Unit Development (PUD) concepts and planning considerations.

Emily Swett presented information regarding the Cody Public Art Committee Vinyl Wrap Project. Council discussed proposed concepts and project locations. Staff given direction.

Phillip Bowman presented Bid 2026-04 for the purchase of one new 2026 4x4 utility vehicle with full cab. This item will be placed on the May 19th, 2026 consent agenda for Council consideration.

Utana Dye discussed the ESRI Software Renewal Contract and provided an overview of continued GIS software services and licensing needs. This item will be placed on a future agenda for Council consideration.

Utana Dye presented the proposed ordinance to amend Title 9, Chapter 3, Section 1 of the City of Cody Code to address an inadvertent revision that omitted the tables for specialty licenses. Council discussed the proposed correction and related revisions. This item will be placed on a future agenda for Council consideration.

Mayor Reiter adjourned the meeting at 7:00 pm.

Mayor Reiter

Tina Gail, Administrative Services Officer

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
AMERICAN FAMILY LIFE ASSUR				
	565420	AFLAC PREMIUM	05/06/2026	2,813.40
Total AMERICAN FAMILY LIFE ASSUR:				2,813.40
AMERICAN WELDING & GAS INC				
	0011648466	BOTTLE RENTAL	04/30/2026	38.75
Total AMERICAN WELDING & GAS INC:				38.75
ANIXTER INC				
	6716540-01	FR CUTOOUT COVERS	05/06/2026	1,744.88
	6716540-01	FR CUTOOUT COVERS	05/06/2026	2,000.00
	6745893-00	4/0 ELBOWS, 4-WAY MODULES	05/06/2026	2,910.33
	6745893-01	FUSE HOLDERS	05/06/2026	799.12
Total ANIXTER INC:				7,454.33
BAILEY ENTERPRISES INCORPORATED				
	050426	Fuel	05/04/2026	994.51
	050426	Fuel	05/04/2026	150.53
	050426	Fuel	05/04/2026	481.77
	050426	Fuel	05/04/2026	144.53
	050426	Fuel	05/04/2026	3,709.61
	050426	Fuel	05/04/2026	481.77
	050426	Fuel	05/04/2026	59.56
	050426	Fuel	05/04/2026	1,037.75
	050426	Fuel	05/04/2026	468.40
	050426	Fuel	05/04/2026	418.58
	050426	Fuel	05/04/2026	16.01
	050426	Fuel	05/04/2026	32.40
	050426	Fuel	05/04/2026	121.49
	050426	Fuel	05/04/2026	12.73
	050426	Fuel	05/04/2026	97.76
	050426	Fuel	05/04/2026	1,450.85
	050426	Fuel	05/04/2026	123.81
	050426	Fuel	05/04/2026	745.71
	050426	Fuel	05/04/2026	32.40
	050426	Fuel	05/04/2026	90.03
	050426	Fuel	05/04/2026	5,865.71
	050426	Fuel	05/04/2026	1,870.78
	050426	Fuel	05/04/2026	987.30
	050426	Fuel	05/04/2026	179.49
	050426	Fuel	05/04/2026	28.35
	050426	Fuel	05/04/2026	16.86
	050426	Fuel	05/04/2026	90.03
	050426	Fuel	05/04/2026	651.82
	050426	Fuel	05/04/2026	554.51
	050426	Fuel	05/04/2026	16.86
	050426	Fuel	05/04/2026	90.03
	050426	Fuel	05/04/2026	888.65
	050426	Fuel	05/04/2026	115.53
	050426	Fuel	05/04/2026	399.94
	050426	Fuel	05/04/2026	11.60
	050426	Fuel	05/04/2026	2,971.59
	050426	Fuel	05/04/2026	14.44
	050426	Fuel	05/04/2026	2,568.15

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total BAILEY ENTERPRISES INCORPORATED:				27,991.84
BALCO UNIFORM CO., INC.				
	87281	RETIREMENT BADGE C24	04/03/2026	195.70
Total BALCO UNIFORM CO., INC.:				195.70
BIG HORN BASIN MEDIA				
	MC-126048891	ARBOR DAY	04/30/2026	500.00
Total BIG HORN BASIN MEDIA:				500.00
BLACK HILLS GAS HOLDINGS LLC				
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	648.79
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	656.68
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	457.76
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	462.16
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	3,583.42
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	3,583.42
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	616.48
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	55.68
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	413.78
BLACK HILLS ENERGY	5426	UTILITIES - NATURAL GAS	05/04/2026	245.67
Total BLACK HILLS GAS HOLDINGS LLC:				10,723.84
BLAKEMAN PROPANE INC				
	5356691	STREETS PROPANE	04/22/2026	145.00
	5356691	WATER PROPANE	04/22/2026	17.47
	5356691	WASTEWATER PROPANE	04/22/2026	12.25
Total BLAKEMAN PROPANE INC:				174.72
BORDER STATES INDUSTRIES INC				
	932371556	BUSHING COVERS	04/30/2026	622.80
Total BORDER STATES INDUSTRIES INC:				622.80
BOWEN COLLINS & ASSOCIATES				
	40458	STORM WATER RATE STUDY TASK ORDER NO. 24-04	01/12/2026	1,151.75
Total BOWEN COLLINS & ASSOCIATES:				1,151.75
BURBANK, MICHELLE				
	14.2220.45	DEPOSIT REFUND	05/04/2026	381.23
Total BURBANK, MICHELLE:				381.23
CAPE, KELSEY				
	5626	PROFESSIONAL FEES AND SERVICES WITNESS FEES	05/06/2026	15.00
Total CAPE, KELSEY:				15.00
CATAMOUNT CONSTRUCTION INC				
	13.1425.29	REFUND CREDIT BALANCE	04/29/2026	151.96

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total CATAMOUNT CONSTRUCTION INC:				151.96
CHILDRESS, AIMEE				
	1100	INVICTUS LEO OFFICIAL CAMP 2026 - C09	03/02/2026	399.00
Total CHILDRESS, AIMEE:				399.00
CITY OF CODY 1				
PETTY CASH REIMBURSEMENT - CIT	51125	BATTERIES (24) AA (16) AAA	05/11/2025	18.00
PETTY CASH REIMBURSEMENT - CIT	51125	NEW PLATE - WATER VAC/VALVE TRAILER	05/11/2025	10.00
PETTY CASH REIMBURSEMENT - CIT	51125	MONEY ORDER	05/11/2025	2.35
PETTY CASH REIMBURSEMENT - CIT	51125	TITLE VAC/VALVE TRAILER	05/11/2025	15.00
PETTY CASH REIMBURSEMENT - CIT	51125	REIMBURSEMENT TO CINDY	05/11/2025	27.81
PETTY CASH REIMBURSEMENT - CIT	51125	COUNTY CLERK RECORDING FEE	05/11/2025	15.00
PETTY CASH REIMBURSEMENT - CIT	51125	REIMBURSEMENT TO LETHA	05/11/2025	21.98
PETTY CASH REIMBURSEMENT - CIT	51125	FILING FEE	05/11/2025	18.00
PETTY CASH REIMBURSEMENT - CIT	51125	TITLE NEW GARBAGE TRUCK	05/11/2025	15.00
PETTY CASH REIMBURSEMENT - CIT	51125	MONEY ORDER	05/11/2025	1.27
PETTY CASH REIMBURSEMENT - CIT	51125	PLATE TRANSFER GARBAGE TRUCK	05/11/2025	2.00
PETTY CASH REIMBURSEMENT - CIT	51125	TITLE VEHICLE PROJECT MANAGER	05/11/2025	15.00
PETTY CASH REIMBURSEMENT - CIT	51125	MONEY ORDER	05/11/2025	1.28
PETTY CASH REIMBURSEMENT - CIT	51125	PLATE TRANSFER NEW VEHICLE PROJ MANAGER	05/11/2025	2.00
PETTY CASH REIMBURSEMENT - CIT	51125	EASEMENT FILING FEE	05/11/2025	60.00
PETTY CASH REIMBURSEMENT - CIT	51125	EASEMENT FILING FEE	05/11/2025	36.00
PETTY CASH REIMBURSEMENT - CIT	51125	MINI GOLF PETTY CASH	05/11/2025	200.00
Total CITY OF CODY 1:				460.69
CIVICPLUS LLC				
	369174	FY27 CIVICPLUS SUITE	05/06/2026	26,870.91
	371367	CIVIC REC RECREATION MANAGEMENT	05/08/2026	34,412.18
	371515	NEXTREQUEST PUBLIC RECORDS SOFTWARE FY27	05/06/2026	11,327.40
	372085	FY2027 AGENDA MGMT SOFTWARE	05/06/2026	8,820.00
Total CIVICPLUS LLC:				81,430.49
CODY ENTERPRISE LLC				
GILLETTE NEWS RECORD	65011	ADVERTISING FOR BID 2026-04	04/28/2026	141.12
GILLETTE NEWS RECORD	65088	PUBLIC BID AD FOR TRAILHEAD PARK PLAYGROUND EQUIPMENT	04/30/2026	235.20
GILLETTE NEWS RECORD	65174	ADVERTISING SUMMER PROGRAMS	04/30/2026	340.00
GILLETTE NEWS RECORD	65762	PUBLICATION FEES	05/05/2026	1,327.20
GILLETTE NEWS RECORD	65763	LEGAL NOTICE - ORDINANCES	05/05/2026	100.80
Total CODY ENTERPRISE LLC:				2,144.32
COLLECTION SERVICES CENTER				
	5626	GARNISHMENT REMITANCE # 1049403	05/06/2026	461.53
Total COLLECTION SERVICES CENTER:				461.53
COMPETITIVE TIMING LLC				
	5325	RUNNER STAMPEDE TIMING DEPOSIT	03/16/2026	500.00
	5325	RUNNER STAMPEDE TIMING DEPOSIT	03/16/2026	500.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total COMPETITIVE TIMING LLC:				1,000.00
COOK, ANDREA				
	3.2020.20	REFUND CREDIT BALANCE	05/01/2026	116.89
Total COOK, ANDREA:				116.89
COPENHAVER KITCHEN KOLPITCKE LLC				
	57534	LEGAL SERVICES CONTRACT	05/01/2026	500.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	4,900.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	900.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	900.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	900.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	1,000.00
	57534	LEGAL SERVICES CONTRACT	05/01/2026	900.00
Total COPENHAVER KITCHEN KOLPITCKE LLC:				10,000.00
DANNER DAVIDSON				
EDORAS BUILDERS LLC	30	CONCRETE REPAIR	04/29/2026	1,876.76
EDORAS BUILDERS LLC	30	CONCRETE REPAIR	04/29/2026	2,000.00
Total DANNER DAVIDSON:				3,876.76
DEARBORN LIFE INSURANCE COMPANY				
	42726	Premium	04/27/2026	372.22
Total DEARBORN LIFE INSURANCE COMPANY:				372.22
ELECTRICAL ALLY INC				
HAZEL, LOREN	9522	COLD PLUNGE ELECTRIC OUTLET REPAIR	05/10/2026	253.00
Total ELECTRICAL ALLY INC:				253.00
ENERGY LABORATORIES INC				
DEPARTMENT 6250	775584	OIL AND GREASE TESTING	03/30/2026	117.00
Total ENERGY LABORATORIES INC:				117.00
ENGINEERING ASSOCIATES				
	460104	TASK ORDER #3 - TREE STREETS WATERLINE PHASE 1	01/22/2026	1,336.28
	4604026	TASK ORDER #3 - TREE STREETS WATERLINE PHASE 1	04/22/2026	12,653.24
	4604027	TASK ORDER #4 - TREE STREETS WATERLINE PHASE 2	04/22/2026	491.84
	4604027	TASK ORDER #4 - TREE STREETS RW PHASE 2	04/22/2026	1,611.20
	4604039	TASK ORDER #1 - AERATED LAGOON COVER REPLACEMENT	04/22/2026	503.50
	4604140	TASK ORDER #1 SEPTAGE WASTE RECEIVING FACILITY	04/24/2026	2,800.00
	4604141	TASK ORDER #2 SEPTAGE WASTE RECEIVING FACILITY CONSTRUCTION ADMINISTRATION AND OBSERVATION	04/24/2026	12,918.50
	4604193	SURVEY SERVICES	04/30/2026	1,660.20
Total ENGINEERING ASSOCIATES:				33,974.76
ENNISS III, ROBERT F				
BIG HORN FOOD SERVICES	305	JANITORIAL	04/30/2026	420.58

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total ENNIST III, ROBERT F:				420.58
FARLOW, IRENE				
DBA: CODY CAB LLC	542026	TIPSY TAXI PROGRAM	05/04/2026	1,220.00
Total FARLOW, IRENE:				1,220.00
FARRAR WELDING & FABRICATION				
	2355	SOFTBALL	04/28/2026	43.60
Total FARRAR WELDING & FABRICATION:				43.60
FASTENAL COMPANY 01WYCDY				
	WYCDY10721	FIRST AID RESTOCK	02/19/2026	10.91
	WYCDY10721	FIRST AID RESTOCK	02/19/2026	10.91
	WYCDY10725	C04	02/23/2026	224.61
	WYCDY10768	GREENHOUSE	04/20/2026	680.61
Total FASTENAL COMPANY 01WYCDY:				927.04
FIRE DISTRICT #2				
	51126	707 SHERIDAN AVE - BLD2026-0029	05/11/2026	282.00
	51126	2421 PIONEER AVE - BLD2026-0007	05/11/2026	1,571.00
	51126	720 LINDAY LN - BLD2026-0034	05/11/2026	788.00
	51126	720 SHERIDAN AVE - ELC2026-0030	05/11/2026	148.00
Total FIRE DISTRICT #2:				2,789.00
FRANCK, STEVEN				
OFF GRID INSPECTIONS	043	4/2026 OFF GRID ELECTRICAL INSPECTION SERVICES	05/01/2026	1,985.00
Total FRANCK, STEVEN:				1,985.00
GLOBE LIFE INC				
	1208700	premiums	05/06/2026	788.00
Total GLOBE LIFE INC:				788.00
GROATHOUSE CONSTRUCTION				
	5526	RESTITUTION FROM MC-2408-014	05/05/2026	50.00
Total GROATHOUSE CONSTRUCTION:				50.00
HEBRLEE, TRENT STEVEN				
HOTLINE ELECTRICAL SALES & SERV	29933	300 5 CTS: 12S METERS	04/21/2026	4,976.50
HOTLINE ELECTRICAL SALES & SERV	29933	12S METERS	04/21/2026	2,526.19
Total HEBRLEE, TRENT STEVEN:				7,502.69
HUBER, WESLEY L				
EAGLE OF CODY PRINTING	42726	DEPOSIT SLIPS	04/27/2026	83.50
EAGLE OF CODY PRINTING	42726	DEPOSIT SLIPS	04/27/2026	83.50
Total HUBER, WESLEY L:				167.00
J & S CORPORATION				
BIG HORN GLASS	43711	HOLE 19 PLEXIGLASS	04/30/2026	354.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total J & S CORPORATION:				354.00
JCA 01 LLC				
ATTN: SARA N. MILES GENERAL COU	4126	STORM DRAINAGE POND LEASE	04/01/2026	7,500.00
Total JCA 01 LLC:				7,500.00
JERRY ENTERPRISES INC				
SAY WHERE STORAGE	2026234	STORAGE RENTAL	05/20/2026	75.00
Total JERRY ENTERPRISES INC:				75.00
LABAN HARVEST LLC				
NO SPOT LEFT BEHIND	1357	PW SHOP CLEANING SERVICES	04/01/2026	149.00
NO SPOT LEFT BEHIND	1357	PW SHOP CLEANING SERVICES	04/01/2026	150.00
NO SPOT LEFT BEHIND	1357	PW SHOP CLEANING SERVICES	04/01/2026	150.00
NO SPOT LEFT BEHIND	1357	PW SHOP CLEANING SERVICES	04/01/2026	150.00
NO SPOT LEFT BEHIND	1386	CLEANING SERVICES CITY HALL	05/01/2026	1,649.00
NO SPOT LEFT BEHIND	1386	CLEANING SERVICES REC CENTER	05/01/2026	1,999.50
NO SPOT LEFT BEHIND	1386	CLEANING SERVICES AQUATICS	05/01/2026	1,999.50
Total LABAN HARVEST LLC:				6,247.00
LITTLE, ETHAN				
	14.2250.44	DEPOSIT REFUND	05/05/2026	282.32
Total LITTLE, ETHAN:				282.32
LONG BUILDING TECHNOLOGIES INC				
	SRVCE002784	AIR HANDLER #1 REPAIR	05/07/2026	949.00
Total LONG BUILDING TECHNOLOGIES INC:				949.00
MCFARLANE, HEATHER				
	5.1110.18	DEPOSIT REFUND	04/30/2026	150.35
Total MCFARLANE, HEATHER:				150.35
MORRISON-MAIERLE INC				
	000265425	DESIGN FOR BELFRY BOAT RAMP PROJECT	04/30/2026	8,659.25
Total MORRISON-MAIERLE INC:				8,659.25
NCPERS GROUP LIFE INS				
C/O MEMBER BENEFITS INC	813042026	PRUDENTIAL LIFE INSURANCE PREMIUMS	05/06/2026	304.00
C/O MEMBER BENEFITS INC	813042026	ACH PROCESSING FEE	05/06/2026	3.04
Total NCPERS GROUP LIFE INS:				307.04
NORCO INC				
	0046653178	BOTTLE RENTAL	04/30/2026	28.20
Total NORCO INC:				28.20
NORMAN, SAMANTHA				
	14.0612.13	DEPOSIT REFUND	04/30/2026	176.25

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total NORMAN, SAMANTHA:				176.25
NORTHWEST PIPE				
	7589816	SLEEVES AND FLANGE	04/27/2026	1,606.36
Total NORTHWEST PIPE:				1,606.36
PARK COUNTY				
	11279	LEC CONTRACT - DISPATCH LABOR COSTS	05/01/2026	5,571.56
	11279	LEC CONTRACT - DISPATCH LABOR COSTS	05/01/2026	928.59
	11279	LEC CONTRACT - DISPATCH LABOR COSTS	05/01/2026	24,452.95
	11279	LEC CONTRACT - TECHNOLOGY SERVICES	05/01/2026	3,315.00
	11279	LEC CONTRACT - INSIDE MAINTENANCE SUPPLIES	05/01/2026	878.51
	11279	LEC CONTRACT - INSIDE MAINTENANCE LABOR	05/01/2026	1,900.12
	11279	LEC CONTRACT - OUTSIDE MAINTENANCE CREDIT	05/01/2026	484.16-
	11279	LEC CONTRACT - BUILDING INSURANCE COSTS	05/01/2026	532.15
	11279	LEC CONTRACT - UTILITIES	05/01/2026	1,218.39
Total PARK COUNTY:				38,313.11
PARK COUNTY LANDFILL				
	050526	BULK ITEM DISPOSAL FEES	04/30/2026	178.75
	050526	LANDFILL DISPOSAL FEES	04/30/2026	50,797.10
Total PARK COUNTY LANDFILL:				50,975.85
PRINT INC				
POWELL TRIBUNE	2392125	PERSONNEL ADVERTISING	05/07/2026	168.00
Total PRINT INC:				168.00
PYE-BARKER FIRE & SAFETY COMPANY				
MOUNTAIN ALARM	8302275	MOUNTAIN ALARM FIRE MONITORING YEARLY	05/01/2026	195.00
MOUNTAIN ALARM	8302276	MOUNTAIN ALARM FIRE MONITORING YEARLY	05/01/2026	204.90
MOUNTAIN ALARM	8302277	MOUNTAIN ALARM FIRE MONITORING YEARLY	05/01/2026	180.00
Total PYE-BARKER FIRE & SAFETY COMPANY:				579.90
ROBERTSON, LESLIE				
	5526	RESTITUTION FROM MC-2208-010	05/05/2026	100.00
Total ROBERTSON, LESLIE:				100.00
RYNOS RENTALS LLC				
	18710-2	EQUIPMENT RENTAL	04/30/2026	2,400.00
Total RYNOS RENTALS LLC:				2,400.00
SABER PEST CONTROL LLC				
	E198	PEST CONTROL - ELECTRIC	05/01/2026	100.00
	P210	PEST CONTROL - PUBLIC WORKS SH	05/01/2026	60.00
	P210	PEST CONTROL - PUBLIC WORKS SH	05/01/2026	30.00
	P210	PEST CONTROL - PUBLIC WORKS SH	05/01/2026	30.00
	PR134	PEST CONTROL - PARKS AND REC	04/01/2026	440.00
	PR135	PEST CONTROL - PARKS AND REC	05/01/2026	80.00

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
	R209	PEST CONTROL - SANITATION	05/06/2026	70.00
	W209	PEST CONTROL - WASTEWATER DEPT	05/06/2026	100.00
Total SABER PEST CONTROL LLC:				910.00
SHOSHONE MUNICIPAL PIPELINE				
	050126	APRIL WATER	05/01/2026	131,738.60
Total SHOSHONE MUNICIPAL PIPELINE:				131,738.60
STANTEC CONSULTING SERVICES INC				
	2545045	EASEMENT DOC PREP FOR THE FY2024 TAP GRANT - PHB/ CROSSWALK PROJECT	04/02/2026	6,130.00
Total STANTEC CONSULTING SERVICES INC:				6,130.00
SYSTEMS GRAPHICS INC				
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	11.59
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	73.38
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	65.66
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	65.66
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	84.97
ADVANCED INFO SYSTEMS	17023	OUTSOURCE BILLS	04/29/2026	84.96
Total SYSTEMS GRAPHICS INC:				386.22
THOMSON REUTERS - WEST				
	853600166	CLEAR INVESTIGATIONS MONTHLY PAYMENT	05/01/2026	212.96
Total THOMSON REUTERS - WEST:				212.96
TRIPLE L SUPPLY				
	2605-642030	BIRCH IRRIGATION	05/06/2026	7.01
Total TRIPLE L SUPPLY:				7.01
UNUM LIFE INSURANCE - LIFE				
	5626	PREMIUM	05/06/2026	352.21
Total UNUM LIFE INSURANCE - LIFE:				352.21
WESCO DISTRIBUTION CORP				
WESCO/KVA/MODERN WHOLESALE	446035	LED ROADWAY LIGHT REPLACEMENT	04/28/2026	2,992.50
Total WESCO DISTRIBUTION CORP:				2,992.50
WESTERN MUNICIPAEL CONSTRUCTION OF WYO				
	040926	PAY APP 2 - PW SHOP NORTH LIFT STATION IMPROVEMENTS	04/28/2026	217,569.44
	040926	PAY APP 2 - CHANGE ORDER 3 PW SHOP NORTH LIFT STATION IMPROVEMENTS	04/28/2026	9,961.93
	040926	RET 2 NORTH LIFT STATION	04/28/2026	11,376.57-
Total WESTERN MUNICIPAEL CONSTRUCTION OF WYO:				216,154.80
WESTERN UNITED ELECTRIC SUPPLY				
	6172272	TRAN BASEMENTS	05/01/2026	2,950.26

Secondary Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total WESTERN UNITED ELECTRIC SUPPLY:				2,950.26
WHITE INK LLC				
	600089	BROCHURES	04/29/2026	2,542.00
Total WHITE INK LLC:				2,542.00
WILLIAMS, KATELYN				
	17.0533.23	DEPOSIT REFUND	05/01/2026	98.51
Total WILLIAMS, KATELYN:				98.51
WYOMING CHILD SUPPORT				
	5626	Garnishment Remittance # 227551	05/06/2026	323.07
Total WYOMING CHILD SUPPORT:				323.07
WYOMING DEPARTMENT OF WORKFORCE SERVICES				
WORKERS COMPENSATION DIV	5626	CONTRIBUTIONS	05/06/2026	9,716.19
WORKERS COMPENSATION DIV	5626	VOLUNTEERS PD	05/06/2026	12.87
WORKERS COMPENSATION DIV	5626	VOLUNTEERS REC - YOUTH PROGRAMS	05/06/2026	8.59
Total WYOMING DEPARTMENT OF WORKFORCE SERVICES:				9,737.65
WYOMING MUNICIPAL POWER AGENCY				
	20260301	WMPA - ENERGY USE	04/08/2026	280,562.41
	20260301	WMPA DEMAND CHARGE - COINCIDENT PEAK	04/08/2026	324,586.28
	20260301	DEMAND PURCHASE NON-COINCIDENT PEAK	04/08/2026	49,005.28
	20260401	WMPA - ENERGY USE	05/08/2026	266,990.78
	20260401	WMPA DEMAND CHARGE - COINCIDENT PEAK	05/08/2026	294,142.86
	20260401	WMPA DEMAND CHARGE - NON-COINCIDENT PEAK	05/08/2026	45,579.84
Total WYOMING MUNICIPAL POWER AGENCY:				1,260,867.45
WYOMING RETIREMENT SYSTEM				
	5726	CONTRIBUTIONS - 282701	05/07/2026	62,778.69
	5726	CONTRIBUTIONS - 282700	05/07/2026	24,722.89
	5726	CONTRIBUTIONS - 282699	05/07/2026	36,672.25
Total WYOMING RETIREMENT SYSTEM:				124,173.83
Grand Totals:				2,081,163.59
			Payroll 4/20-5/03	349,838.02
			Total	2,431,001.61

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input date = 05/12/2026
- Invoice.Batch = {NOT LIKE} "1"

Meeting Date: May 19, 2026 Department: Public Works Staff Reference: Phillip Bowman
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AGENDA ITEM SUMMARY REPORT

Bid 2026-04 for One (1) New 2026 4X4 Utility Vehicle w/Full Cab

PROPOSED ACTION:

Consider awarding Bid 2026-04 to C&B Operations for one 2026 John Deere Gator XUV 875M HVAC in the amount of \$39,695.

SUMMARY OF INFORMATION:

A request was made in the FY 2026 Budget for the purchase of a new utility vehicle to be utilized by the Grounds Maintenance Division.

Bids were opened on May 4, 2026. One bidder submitted the following bid:

C&B Operations submitted one bid for a 2026 John Deere Gator XUV 875M HVAC in the amount of \$39,695.

FISCAL IMPACT:

The purchase of this vehicle was funded in the FY 2026 budget, in the amount of \$40,000.

ATTACHMENTS:

1. C&B Operations

Bid Proposal Form
 Bid No. 2026-04 (1) New 2026 4X4 Utility Vehicle w/Full Cab
 City of Cody, Wyoming



Governing Body
 City of Cody
 PO Box 2200
 1338 Rumsey Avenue
 Cody, WY 82414

The undersigned Bidder agrees to provide **(1) New 2026 4X4 Utility Vehicle w/Full Cab**, free and clear of all liens of any kind, pursuant to the specifications and invitation to bid.
 The bid price shall be F.O.B. City of Cody Vehicle Maintenance Shop 119 19th Street, Cody, WY 82414.

Bid Schedule	Quantity	Unit	Total Price
Bid for:			\$ <u>39,695⁰⁰</u>
Less trade if any:			\$(<u>N/A</u>)
Net Total Bid			\$ <u>39,695⁰⁰</u>


The undersigned warrants that he/she has read and understands the requirements of the City of Cody, and that if the bid is over \$100,000.00 he/she encloses a bid bond in the amount of not less than five percent (5%) of the "TOTAL BID" amount, and that the bid price represents all costs to the City of Cody including delivery, setup, installation and testing of providing the unit in accordance with the specifications therefore. All bid guarantees must be received in the form of a bid bond, cashier's check or money order. No personal or business checks will be accepted as a bid guarantee. If a bid over \$100,000.00 is received without the necessary 5% bid guarantee it will be rejected. The undersigned further understands that the Governing Body of the City of Cody shall determine in its sole discretion the most responsible bidder, and the Governing Body may reject any and all bids or make substitutions, waive defects deemed unsubstantial in any bid, and that if an award is made, the Governing Body will award the bid in the best interest of the City. Award of bid is subject to budget appropriation for this purchase.

The offer made herein shall be binding for 60 days after the date of bid opening.

Award of bid shall be made by Notice of Award, which shall be accompanied by a binding agreement to supply the unit pursuant to the bid documents. Bidder warrants that Bidder has read the proposed agreement and agrees to the terms and conditions contained therein. The unit shall be delivered and tested within the time frame specified by the Bidder upon receipt of order.

Payment shall be made within 30 days after the delivery and acceptance of the unit.

Date 4-30-26


 Signature
Justin Eden
 Typed or Printed Name
C & B Operations
 Company
1025 W Coulter Ave
 Mailing Address
Powell WY 82435
 City, State and Zip
edenj@cbequipment.com
 E-mail Address



City of Cody

Specifications for (1) New 2026 4x4 Utility Vehicle w/Full Cab

THE BIDDER SHALL COMPLETE EVERY SPACE BY PLACING A CHECK MARK UNDER THE **YES** OR **NO** COLUMN TO INDICATE THAT THE ITEM BEING BID IS EXACTLY AS SPECIFIED. ALL **NO** RESPONSES SHALL BE EXPLAINED IN DETAIL ON AN ATTACHED SHEET.

A. GENERAL

1. New 2026 Utility Vehicle

<u>YES</u>	<u>NO</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. Fully Enclosed Cab w/Radio, Heater and Electric Wiper

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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B. ENGINE AND DRIVE TRAIN

1. 4-Cycle Diesel Engine

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

2. Minimum 22.8HP

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

3. Liquid Cooled

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

4. Continuously Variable Transmission with Clutch Enclosure

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

5. Four Wheel Drive – Dash Switch Activated

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

C. ELECTRICAL SYSTEM

1. Battery: Minimum of 480 CCA

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

2. Alternator: Minimum 85 amps

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

3. 12V DC Outlet

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

4. 12V Power Port in Cargo Box

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

5. Factory Installed LED Headlights, Brake Lights, Taillights, and Turn Signals

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

6. Factory Installed Beacon

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

7. Factory Installed Horn

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

D. SUSPENSION and TIRES

1. Wheelbase: Maximum 87"

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

2. Independent Dual A-Arm Front Suspension

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

3. Independent Dual A-Arm w/Sway Bar Rear Suspension

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

4. 14" Steel Wheels

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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SUSPENSION and TIRES continued

YES **NO**

- | | | |
|---|-------------------------------------|--------------------------|
| 5. 27" Heavy-Duty All-Terrain Radial Tires; Must meet or exceed the maximum GVW rating of the unit. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Power Steering | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

E. BODY

- | | | |
|---|-------------------------------------|--------------------------|
| 1. Front Brush Guard | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Rear Bumper | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Rear Fender Guards | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Rubber Floor Mats | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Power Lift Cargo Box | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Cargo Box Minimum Volume: 18.5 cu ft | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. Cargo Box Minimum Weight Capacity: 1,000lb | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. 2" Receiver Hitch | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Vinyl 40/60 Split Three-Passenger Bench Seat | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. 72" Hydraulic Blade | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

F. MISCELLANEOUS

- | | | |
|--|-------------------------------------|-------------------------------------|
| 1. Full Factory Warranty | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Two complete paper owners/operators' manuals, two complete service and repair manuals, and two complete parts manuals. Or free access to electronic/online manuals. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Unit must be prepped, serviced, fueled and ready to enter into service upon delivery. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Dealer order form showing; make, model and all equipment being bid. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Wyoming Certificate of Residency (If yes, a copy of the certificate must be included.) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

6. Estimated Time of Delivery July 25 2026

The Wyoming Certificate of Residency form was not completed by the former administrative officer at our HQ. We are currently working on getting this completed and reinstated for both the Powell and Sheridan locations.



Prepared For

CITY OF CODY
PO BOX 2200
CODY, WY 824142200
(307) 587-2958
KYLIEH@CODYWY.COM

Prepared By

Justin Eden
C & B Operations, LLC
1025 W Coulter
Powell, WY 82435
307-754-5123
edenj@cbequipment.com

Quote Id 1964403

Creation Date 21-Apr-2026

Expiration Date 22-May-2026

Quote Summary

Equipment Summary

2026 JOHN DEERE GATOR™ XUV 875M HVAC
2026 WESTERN 72" HYD BLADE

QTY In Group

1
1

Equipment Total **\$39,515.00**

Quote Summary

Total Selling Price	\$39,515.00
Sub-total	\$39,515.00
*2026 DEALER DOC FEES	\$180.00
Balance Due	\$39,695.00

Salesperson : X Justin Eden

Accepted By : X _____



Selling Equipment

Quote # 1964403
 Customer CITY OF CODY

2026 JOHN DEERE GATOR™ XUV 875M HVAC

QTY In Group : 1

Equipment Notes

Selling Price

Hours ---

\$34,515.00

Serial Number ---

Stock Number ---

PUK Parent Serial #

Equipment Summary

Code	Description	Qty	Adjusted Selling Price
8845M	GATOR™ XUV 875M HVAC (Model Year 2026)	1	\$31,999.00

Base / Options

Code	Description	Qty	Adjusted Selling Price
0202	US 50 State	1	\$0.00
0505	Build To Order	1	\$0.00
182A	Less AutoTrac™/GreenStar™ Harness	1	\$0.00
183B	Less JDLINK™ Hardware	1	\$0.00
1950	Less Application	1	\$0.00
2500	Green and Yellow	1	\$0.00
1060	27" Predator Heavy-Duty all-terrain radial tires on 14" Yellow Steel Wheels	1	\$200.00
4022	Full Door with Side Mirrors	1	\$0.00
4063	HVAC Cab with Radio	1	\$1,300.00
2350	Park Position in Transmission	1	\$0.00
5008	Ultimate Protection Package	1	\$1,500.00
5110	Premium Comfort and Convenience Package	1	\$1,600.00
Total Base / Options			\$36,599.00

Technology Options

Code	Description	Qty	Adjusted Selling Price
1880	Less Receiver	1	\$0.00
1900	Less Display	1	\$0.00
Total Technology Options			\$0.00

**Dealer Attachments**

Code	Description	Qty	Adjusted Selling Price
BM26478	SUN VISORS Serial Number: --- Stock Number: ---	1	\$96.02
BM26477	REARVIEW MIRROR Serial Number: --- Stock Number: ---	1	\$231.79
BUC10245	REAR PANEL GLASS PROTECTOR Serial Number: --- Stock Number: ---	1	\$250.22
BUC11384	FRONT ATTACH HARNESS Serial Number: --- Stock Number: ---	1	\$184.27
BUC10604	HYD BLADE HARNESS Serial Number: --- Stock Number: ---	1	\$86.32
BM26739	REAR CAB ATTACH HARNESS Serial Number: --- Stock Number: ---	1	\$86.32
BUC11856	DASH PORT HARNESS Serial Number: --- Stock Number: ---	1	\$154.53
BUC11889	LED WORK LIGH PAIR Serial Number: --- Stock Number: ---	2	\$874.81
BUC11708	BEACON LIGHT Serial Number: --- Stock Number: ---	1	\$304.54

Total Dealer Attachments	\$2,268.82
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Other Charges

Description	List Price
FREIGHT	\$1,105.00
Pre-Delivery/Set-Up	\$1,825.00
Total Adjustments	\$2,930.00

Customer Discounts

Description	Discount Amount
Customer Discount	(\$7,282.82)
Total Discounts	(\$7,282.82)
Selling Price Subtotal	\$34,515.00
Total Selling Price	\$34,515.00



2026 WESTERN 72" HYD BLADE

QTY In Group : 1

Equipment Notes

Selling Price

Hours ---

\$5,000.00

Serial Number

Stock Number ---

PUK Parent Serial # ---

Equipment Summary

Code	Description	Qty	Adjusted Selling Price
1	2026 WESTERN 72" HYD BLADE	1	\$4,750.00
Total Base / Options			\$4,750.00

Other Charges

Description	List Price
SET UP / PDI	\$950.00
Total Adjustments	\$950.00

Customer Discounts

Description	Discount Amount
Customer Discount	(\$700.00)
Total Discounts	(\$700.00)
Selling Price Subtotal	\$5,000.00
Total Selling Price	\$5,000.00

Meeting Date: May 19, 2026 Department: Community Development Staff Reference: Jenny Cramer

AGENDA ITEM SUMMARY REPORT
ESRI Software Renewal Contract.

PROPOSED ACTION:

Authorize the Mayor to sign the agreement between the City of Cody, Environmental Systems Research Institute, Inc.

SUMMARY OF INFORMATION:

Environmental Systems Research Institute (ESRI) has submitted the renewal quote and contract for our ARCGIS Software (Mapping software). Per the Finance policy, the contract's amount is larger than the allowed thrust hold for Administrator approval and must come before the City Council for approval before the Mayor can sign the contract.

This is a three-year contract with ESRI and would be locked in with the quoted amount.

This software is an integral part of the City of Cody's operation, where data and information is stored for each City Department. The ESRI software is used to track infrastructure, building permits, short-term rentals, maintain, and update all of our cities' infrastructure, security camera mapping, and keep up the zoning map. The Departments that use the software would be the Community Development, Police Department, Utility Billing, Recreation, All Public Works Department (Engineering, Parks, Water and Wastewater, Electrical, Sanitation, Storm Sewer and Streets).

The contract has been reviewed and approved by the City Attorney.

FISCAL IMPACT:

The cost is \$61,800.00 budgeted for over the next three years.

Year 1 for the Small Local Government Cloud-Based Enterprise Agreement Annual Subscription would be \$20,600.00 FY2026-2027

Year 2 for the Small Local Government Cloud-Based Enterprise Agreement Annual Subscription would be \$20,600.00 FY2027-2028

Year 3 for the Small Local Government Cloud-Based Enterprise Agreement Annual Subscription would be \$20, 600.00 FY 2028-2029

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ATTACHMENTS:

1. Environmental Systems Research Institute Quote and Contract



Quotation # Q-571713

Date: April 6, 2026

Customer # 532558 Contract #

City of Cody
 Community Development
 1338 Rumsey Ave
 Cody, WY 82414-3713

ATTENTION: Utana Dye
 PHONE: (307) 527-3482
 EMAIL: utanadye@codywy.gov

Environmental Systems Research Institute, Inc.
 380 New York St
 Redlands, CA 92373-8100
 Phone: (909) 793-2853
 DUNS Number: 06-313-4175 CAGE Code: OAMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 4/6/2026 To: 7/5/2026

Material	Qty	Term	Unit Price	Total
193253	1	Year 1	\$20,600.00	\$20,600.00
Population of 0 to 20,000 Small Local Government Cloud-Based Enterprise Agreement Annual Subscription				
193253	1	Year 2	\$20,600.00	\$20,600.00
Population of 0 to 20,000 Small Local Government Cloud-Based Enterprise Agreement Annual Subscription				
193253	1	Year 3	\$20,600.00	\$20,600.00
Population of 0 to 20,000 Small Local Government Cloud-Based Enterprise Agreement Annual Subscription				

Subtotal:	\$61,800.00
Sales Tax:	\$0.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
Total:	\$61,800.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Jessica Schott	Email: jschott@esri.com	Phone: 909-369-6090 x6090
<p>The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at https://go.esri.com/MAPS apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, Esri may invoice at least 30 days in advance of each anniversary date without the issuance of a Purchase Order, and Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at https://www.esri.com/en-us/legal/terms/state-supplemental apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.</p>		



Quotation # Q-571713

Date: April 6, 2026

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: OAMS3

Customer # 532558 Contract #

City of Cody
Community Development
1338 Rumsey Ave
Cody, WY 82414-3713

ATTENTION: Utana Dye
PHONE: (307) 527-3482
EMAIL: utanadye@codywy.gov

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 4/6/2026 To: 7/5/2026

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$_____, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Name (Please Print)

Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Jessica Schott	Email: jschott@esri.com	Phone: 909-369-6090 x6090
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, Esri may invoice at least 30 days in advance of each anniversary date without the issuance of a Purchase Order, and Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

Esri Use Only:

Cust. Name _____

Cust. # _____

PO # _____

Esri Agreement # _____



**SMALL ENTERPRISE AGREEMENT
LOCAL GOVERNMENT CLOUD-BASED
(E214-7)**

This Agreement is by and between the organization identified in the Quotation (“**Customer**”) and **Environmental Systems Research Institute, Inc. (“Esri”)**.

This Agreement sets forth the terms for Customer’s use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A
List of Products**

Uncapped Quantities (annual subscription)

ArcGIS Online User Types ArcGIS Online Viewer User Types	
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Capped Quantities (annual subscription)

ArcGIS Online User Types		ArcGIS Online Apps and Other	
ArcGIS Online Contributor User Type	8	ArcGIS Location Sharing for ArcGIS Online	8
ArcGIS Online Mobile Worker User Type	25	ArcGIS Online Service Credits	10,000
ArcGIS Online Creator User Type	25		
ArcGIS Online Professional User Type	8		
ArcGIS Online Professional Plus User Type	8		

Other Benefits

Number of Esri User Conference registrations provided annually	2
Number of Tier 1 Help Desk individuals authorized to call Esri	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement (“**Ordering Document**”). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER’S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri’s receipt of an Ordering Document, unless otherwise agreed to by the parties (“**Effective Date**”).

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

“**Case**” means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

“**Deploy**”, “**Deployed**” and “**Deployment**” mean to redistribute and install the Products and related Authorization Codes within Customer’s organization(s).

“**Fee**” means the fee set forth in the Quotation.

“**Maintenance**” means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

“**Master Agreement**” means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

“**Product(s)**” means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

“**Quotation**” means the offer letter and quotation provided separately to Customer.

“**Technical Support**” means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

“**Tier 1 Help Desk**” means Customer’s point of contact(s) to provide all Tier 1 Support within Customer’s organization(s).

“**Tier 1 Support**” means the Technical Support provided by the Tier 1 Help Desk.

“**Tier 2 Support**” means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer’s consultants or contractors to use the Products exclusively for Customer’s benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer’s benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.

- b. The following information will be included in each Ordering Document:

- (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
- (2) Order number
- (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

Meeting Date: May 19, 2026 Department: Recreation Staff Reference: Mike Fink, Jake Moyer

AGENDA ITEM SUMMARY REPORT
Recreation Center Roof Membrane Replacement Recommendation

PROPOSED ACTION:

Request City Council to allow the Mayor to enter into an agreement with Ferguson Roofing for the membrane replacement at the Recreation Center not to exceed \$360,000.

SUMMARY OF INFORMATION:

The membrane roof at the Paul Stock Aquatics and Recreation Center has experienced more leaks as the building ages. In FY26 we budgeted \$150,000.00 for phase 1 of this project. In FY27 we have proposed another \$150,000.00 for this project.

On May 4th, 2026 we had the bid opening for this project. We had 2 proposals with the low bid coming in at \$341,250.00 for the membrane replacement along with another \$18,750.00 to replace any insulation that has been damaged due to leaks.

The other bid came in at \$389,485.00.

We would like to move forward with the bid from Ferguson Roofing for the amount of \$360,000.00.

Both contractors also included snow guards, gutters and rubber pavers, but due to budget constraints, these have been omitted.

We would like to explore other more cost-effective methods to prevent icicles from puncturing the membrane below the metal roof area.

FISCAL IMPACT:

Membrane replacement \$341,250.00.

Insulation Replacement \$18,750.00.

Evergreen Dwellings Engineering Costs \$18,250.00

Total cost of project \$378,250.00

ATTACHMENTS:

None

<p>Meeting Date: May 19, 2026 Department: Community Development Staff Reference: Jenny Cramer</p>
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AGENDA ITEM SUMMARY REPORT

ORDINANCE 2026-07 – THIRD AND FINAL READING ON AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, SECTION 1(C) OF THE CITY OF CODY CODE AS IT PERTAINS TO ADOPTION OF THE NATIONAL ELECTRICAL CODE.

PROPOSED ACTION:

Approve Ordinance 2026-07 on the third and final reading to amend Title 9, Chapter 2, Section 1(C) of the Cody City Code, which amendment has the effect of adopting the 2026 Edition of the NFPA 70 National Electrical Code.

SUMMARY OF INFORMATION:

In order for the City of Cody to maintain home rule/sole authority for the purpose of conducting electrical inspections, in accordance with W.S. 35-9-121, we are required by the State of Wyoming to adopt and enforce the most recent edition of the National Electrical Code. The 2026 Edition is in publication and is being enforced by the State of Wyoming. The proposed ordinance would clearly establish that the City of Cody has adopted and is enforcing the 2026 edition of the NEC. There have been no additional comments or additions to this ordinance.

FISCAL IMPACT:

No change to current budget.

ATTACHMENTS:

1. Ordinance Amendment Ord. 2026-07 2026 NEC

ORDINANCE NO. 2026-07

AN ORDINANCE TO AMEND TITLE 9, CHAPTER 2, SECTION 1(C) OF THE CITY OF CODY CODE AS IT PERTAINS TO ADOPTION OF THE NATIONAL ELECTRIC CODE.

WHEREAS, the governing body has determined that it is in the public interest to amend Section 9-2-1(C) of the City of Cody Code, which amendment has the effect of adopting the 2026 Edition of the NFPA 70 National Electrical Code.

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

SECTION 1: Title 9, Chapter 2, Section 1(C), Adoption by Reference; Copies to Be Kept on File, is hereby amended as follows:

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

C. The City of Cody hereby adopts the 2026 Edition of the NFPA 70 National Electrical Code, as published by the National Fire Protection Association and adopted by the State of Wyoming, which code is made a part hereof by this reference, the same as though incorporated herein at length.

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

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

PASSED ON FIRST READING: April 21, 2026

PASSED ON SECOND READING: May 5, 2026

PASSED ON THIRD READING: _____

Attest:

LeeAnn Reiter, Mayor

Tina Gail, Administrative Services Director

Meeting Date: May 19, 2026 Department: Community Development Staff Reference: Jenny Cramer

AGENDA ITEM SUMMARY REPORT
ORDINANCE 2026-08- FIRST READING TO AMEND TITLE 9, CHAPTER 3,
SECTION 1 OF THE CITY OF CODY

PROPOSED ACTION:

Discussion item only

SUMMARY OF INFORMATION:

The building official has informed me that certain tables were omitted from the Contractor licensing section during the most recent ordinance update. Specifically, the Specialty Contractor license tables were inadvertently left out and subsequently deleted from the ordinance. This correction is intended to restore those missing tables to the two Specialty Contractor Sections; it does not introduce any new requirements or changes to contractor licensing. This ordinance will correct the clerical error and include the two tables.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Ordinance 2026-08 9-3-1 Contractor Licenses Categories

ORDINANCE NO. 2026-08

**AN ORDINANCE TO AMEND TITLE 9, CHAPTER 3, SECTION 1 OF
THE CITY OF CODY CODE**

WHEREAS, the governing body has determined that it is in the public interest to amend Section 9-3-1-C-1 of the City of Cody Code to reflect recent action by the State pursuant to W.S. 16-6-110.

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

SECTION 1: Title 9, Chapter 3, Section 1.C.1 through 1.C.9 of the City of Cody Code is hereby amended to read as follows:

9-3-1 CONTRACTOR LICENSE REQUIRED; EXCEPTIONS; LICENSING CATEGORIES:

C. Contractor Licensing Categories: Licenses for construction contracting are categorized and defined as follows. A license authorizes the company or person(s) holding the license to perform work within the trade(s) identified for that license, to the extent specified herein. Provided, each contractor is responsible to ensure that they do not accept or perform work that is clearly beyond their level of proficiency and skill - doing so is grounds for suspension and revocation of their license, as may be determined by the Contractor Licensing Board.

1. General Contractor: This category authorizes the construction of all components of commercial and residential buildings, structures, or facilities, except those components requiring an electrical license, plumbing license, or mechanical/HVAC license. A general contractor is also authorized to manage all work on the permitted project.

Persons requesting a General Contractor license shall show that they have passed an approved ICC National Standard exam for Class A Commercial or Class B Commercial and Residential Contracting (or equivalent), and have at least sixty (60) months of verifiable experience as a general contractor, journeyman carpenter, architect, engineer or similar work that demonstrates the knowledge, skills, and proficiency needed to act in the capacity of a general contractor.

2. General Contractor - IRC: This category authorizes the construction of all components of a residential structure or building that is subject to the International Residential Code (e.g., single-family dwellings, two-family dwellings, townhouses, and their accessory structures), except those components requiring an electrical license, plumbing license, or mechanical/HVAC license.

Persons requesting a "General Contractor - IRC" license shall show that they have passed an approved an ICC Class C Residential Contractor exam (or equivalent) and have at least forty-eight (48) months of verifiable experience that demonstrates the knowledge, skills, and proficiency needed to perform work of this nature: or they shall otherwise prove to the Building Official and the Contractors Board by means of board review that they have a combination of certifications, experience, and or education that is equivalent to the previously stated requirements. Applicants that request approval based on the alternative option shall be subject to a mandatory in-person board interview and review.

3. Master Electrical Contractor: This category authorizes electricians licensed by the State of Wyoming as master electricians to perform electrical work regulated by the National Electric Code within the City of Cody. Their employees that perform electrical work must also be registered with the State of Wyoming.

Persons requesting to be licensed by the City of Cody as an electrical contractor must provide a copy of their current Wyoming master electrician license and electrical contractor's license (card) issued by the State of Wyoming.

4. Master Plumbing Contractor: This category authorizes plumbing work (including fuel gas) within all types of buildings, structures, and facilities.

Persons requesting a Master Plumbing Contractor license shall show that they have passed an approved ICC "National Standard Master Plumber with Gas" exam (or equivalent) and have at least forty-eight (48) months of verifiable experience that demonstrates the knowledge, skills, and proficiency needed to perform work of this nature.

5. Plumbing Contractor - IRC: This category authorizes all plumbing work (including fuel gas) within buildings and structures regulated by the International Residential Code (IRC).

Persons requesting a "Plumbing Contractor - IRC" license shall show that they have passed an approved ICC "National Standard Journeyman Plumber with Gas" exam (or equivalent) and have at least forty-eight (48) months of verifiable experience that demonstrates the knowledge,

skills, and proficiency needed to perform work of this nature; or they shall otherwise prove to the Building Official and the Contractors Board by means of board review that they have a combination of certifications, experience, and or education that is equivalent to the previously stated requirements. Applicants that request approval based on the alternative option shall be subject to a mandatory in-person board interview and review.

6. Master Mechanical/HVAC Contractor: This category authorizes mechanical/HVAC work within all types of buildings, structures, and facilities.

Persons requesting a master Mechanical/HVAC Contractor license shall show that they have passed an approved ICC "National Standard Master Mechanical" exam (or equivalent) and have at least forty-eight (48) months of verifiable experience that demonstrates the knowledge, skills, and proficiency needed to perform work of this nature.

7. Mechanical/HVAC Contractor - IRC: This category authorizes all mechanical/HVAC work within buildings and structures regulated by the International Residential Code (IRC).

Persons requesting a "Mechanical/HVAC Contractor - IRC" license shall show that they have passed an approved ICC "National Standard Journeyman Mechanical" exam (or equivalent) and have at least forty-eight (48) months of verifiable experience that demonstrates the knowledge, skills, and proficiency needed to perform work of this nature; or they shall otherwise prove to the Building Official and the Contractors Board by means of board review that they have a combination of certifications, experience, and or education that is equivalent to the previously stated requirements. Applicants that request approval based on the alternative option shall be subject to a mandatory in-person board interview and review.

8. Specialty Contractor: This category authorizes the person to work in one or more of the below listed trades, on any type of building, structure, or facility. Work only in those trades for which the person applies and meets the minimum verifiable experience therefor is authorized. The minimum experience need not be provided if the person has passed an ICC or equivalent professional exam for the trade and otherwise demonstrates the applicable knowledge, skills, and proficiency to the Building Official and Contractor Licensing Board.

<u>Trade:</u>	<u>Minimum Experience:</u>
Asbestos Abatement	24 months
Commercial Fire Suppression Systems	36 months
Commercial Railings	24 months
Conveyor Systems	36 months
Demolition	24 months
Drywall	24 months
Elevator Installation	48 months
Fencing	6 months
Framing	48 months
Ground stabilization/mud jacking	24 months
Insulation	24 months
Masonry	48 months
Refrigeration	24 months
Roofing	24 months
Sheet metal installation	24 months
Siding	24 months
Sign/Awning Installation	24 months
Steel fabrication/erection	48 months
Structural Concrete	48 months
Stucco/Plaster	12 months
Underground Utilities (sewer, water, conduit)	12 months
Windows/Glass glazing	12 months

9. Specialty Contractor - IRC: This category authorizes the person to work in any of the below listed specialty contractor activities when the work is conducted on a building or structure subject to the IRC only. Work only in those trades for which the person applies and meets the minimum verifiable experience therefor is authorized. The minimum experience need not be provided if the person has passed an ICC or equivalent exam for the specialty trade, or if the Building Official and Contractor Licensing Board is otherwise satisfied that the person has the knowledge, skills, and training necessary to perform the work in a competent manner.

<u>Trade:</u>	<u>Minimum Experience:</u>
Fire Suppression Systems	6 months
Demolition	6 months
Drywall	6 months

Fencing	3 months
Framing	12 months
Insulation	6 months
Masonry	6 months
Roofing	6 months
Sheet metal installation	6 months
Siding	6 months
Structural Concrete	6 months
Stucco/Plaster	6 months
Windows/Glass glazing	6 months

10. Any person seeking a license from the City of Cody who is licensed by another issuing jurisdiction may submit an application to request reciprocal acceptance and recognition of that license by the City of Cody pursuant to W.S. § 16-6-1101. The person seeking acceptance of the license shall submit an application to be provided by the City of Cody, and shall provide the information, pay all required fees, and shall comply with the requirements of this chapter and W.S. §16-6-1101.

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

PASSED ON FIRST READING: _____

PASSED ON SECOND READING: _____

PASSED, ADOPTED AND APPROVED
ON THIRD AND FINAL READING: _____

ATTEST:

Lee Ann Reiter, Mayor

Tina Gail, Administrative Services Officer

Meeting Date: May 19, 2026 Department: Administrative Services Staff Reference: Tina Gail
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AGENDA ITEM SUMMARY REPORT

250th Anniversary Watch Party (Kerry Frost) is requesting approval to close Beck Avenue between 9th and 10th Street on June 26th to distribute 40,000 pounds of shelf-stable food from a semi-truck beginning at 5:00 pm. They are reserving the band shell and picnic shelter and would like to bring a trailer equipped with a large laser projection screen and park it in front of the band shell for a community event.

PROPOSED ACTION:

America 250 Just Serve / 250th Anniversary Watch Party is requesting approval to close Beck Avenue between 9th and 10th Street on June 26th to distribute 40,000 pounds of shelf-stable food from a semi-truck beginning at 5:00 pm - 7:00 pm. They are reserving the band shell and picnic shelter and would like to bring a trailer equipped with a large laser projection screen and park it in front of the band shell for a community event.

SUMMARY OF INFORMATION:

Kerry Frost, on behalf of America 250 Just Serve / 250th Anniversary Watch Party, is requesting approval to close Beck Avenue between 9th Street and 10th Street on June 26, 2026, beginning at 5:00 p.m., for the distribution of approximately 40,000 pounds of shelf-stable food from a semi-truck.

The organization is also requesting use of the band shell and picnic shelter for a community event celebrating America's 250th anniversary. As part of the event, organizers would like to place a trailer equipped with a large laser projection screen in front of the band shell. The trailer would connect to the existing power outlet at the meter base, and the organization acknowledges responsibility for any associated electrical usage charges.

The event organizer will coordinate with the Parks Department regarding utility locates and related logistics and will be responsible for any damages to City property associated with the event. Insurance will be provided prior to the event.

FISCAL IMPACT:

Organization will be responsible for metered usage and all applicable fees for the band shell and park rental fees per city resolution. Any requested off-duty police services will be contracted directly with the applicant.

ATTACHMENTS:

1. 2026_05_07_14_32_25



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 Kerry Frost _____

Organization Represented 150th Anniversary Watch Party _____

Date you wish to appear before the Council ~~May 21st 2026~~ MAY 19, 2026

Email Address kerrylyne12@gmail.com Telephone 307-899-0665

Names of all individuals who will speak on this topic Kerry Frost

Event Title (if applicable) Watch Party _____

Date(s) of Event (if applicable) June 26th 2026 _____

Location of Event (if applicable) City Park _____

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

We would like to bring a trailer equipped with a large laser projector screen and park it in front of the band shell for a community event. The trailer would connect to the existing power outlet at the meter base. Eric Asay suggested we seek formal approval through City Council, and he offered to request that approval on our behalf. The purpose of this setup is to host a ****Hollywood Bowl Watch Party**** streaming the Tabernacle Choir at Temple Square, open to the community and tourists.

Which City employee(s) have you spoken to about this issue? Eric Asay _____

Signature Kerry Frost Date 4/30/26



City of Cody Agenda Request Form



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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 Kerry Frost
 Organization Represented America 250 Just Serve
 Date you wish to appear before the Council May 21, 2026 *MAY 19TH*
 Email Address kerrylyne12@gmail.com Telephone 3078990665

Names of all individuals who will speak on this topic Kerry Frost
 Event Title (if applicable) Chairperson
 Date(s) of Event (if applicable) June 26, 2026
 Location of Event (if applicable) Beck Ave. south side of City Park

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)
 In partnership with America 250 and Just Serve, we will distribute 40,000 pounds of shelf-stable food from a semi-truck at City Park on the South Side, beginning at 5:00 p.m. This community service event celebrates America's 250th anniversary and supports local food banks. We have reserved the park and band shell, and we respectfully request a road closure to ensure safe truck access and distribution. Thank you for supporting this meaningful project.

Which City employee(s) have you spoken to about this issue? Jeremy Laing

Signature *Kerry Frost* Date 4/23/20

Meeting Date: May 19, 2026 Department: Police Department Staff Reference: Jason Stafford

AGENDA ITEM SUMMARY REPORT

The Cody Gun Slingers are requesting approval for a street closure to conduct daily Western Re-Enactment Shows from June 8, 2026 through September 15, 2026 on 12th Street between Sheridan Avenue and the first alley south of Sheridan Avenue. The request includes approval of the operational conditions for discharging weapons in the City of Cody as outlined by staff, and/or allowing a sharp blunt object (knife) to be utilized during the performance, but not within 10 feet of the audience. Contingent upon submission of insurance and all required documentation to the Chief of Police prior to the first performance. The request also includes approval for the designated Site Safety Manager to participate as a nightly performer during the events.

PROPOSED ACTION:

The Cody Gun Slingers are requesting approval for a street closure to conduct daily Western Re-Enactment Shows from June 8, 2026 through September 15, 2026 on 12th Street between Sheridan Avenue and the first alley south of Sheridan Avenue. The request includes approval of the operational conditions for discharging weapons in the City of Cody as outlined by staff, and/or allowing a sharp blunt object (knife) to be utilized during the performance, but not within 10 feet of the audience. Contingent upon submission of insurance and all required documentation to the Chief of Police prior to the first performance. The request also includes approval for the designated Site Safety Manager to participate as a nightly performer during the events.

SUMMARY OF INFORMATION:

The Cody Gun Slingers are a long-standing Western reenactment group that has become one of Cody's signature summer attractions. The group began performing staged Old West shootout reenactments in downtown Cody with historical-style street performances for residents and visitors in the downtown area near the historic Irma Hotel, helping preserve and celebrate the community's connection to frontier history and the legacy of Buffalo Bill Cody.

FISCAL IMPACT:

ATTACHMENTS:

1. 2026_05_14_17_29_10

City of Cody Agenda Request Form

In order to fully prepare the Council for their meetings, individuals wishing to appear before the Council are asked to complete the following information prior to placement on the agenda. You will be notified of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to address concerns, and/or provide additional information. Note: Some request may not require appearing before the Council for approval.

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

Name of person to appear before the Council TIM LASSETER

Organization Represented CODY GUNSLINGERS

Date you wish to appear before the Council 5/19/2026

E-Mail Address revlasseter@gmail.com Telephone 307-272-8901

Names of all individuals who will speak on this topic TIM LASSETER

Event Title (if applicable) _____

Date(s) of Event (if applicable) JUNE 8th - MIDDLE OF SEPT

Location of Event (if applicable) OUTSIDE IRMA HOTEL

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)

ANNUAL APPEARANCE FOR THE CODY GUNSLINGERS

DISCUSSING THE SUMMER GUNFIGHT

Which City employee(s) have you spoken to about this issue? CHIEF OF POLICE per MIKE DARBAY

Signature Tim Lasseter Date 5-6-2026

Meeting Date: May 19, 2026 Department: Administrative Services Staff Reference: Tony Tolstedt
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AGENDA ITEM SUMMARY REPORT
Resolution - Park County Special Purpose Tax

PROPOSED ACTION:

Staff recommends that the City Council review the proposed resolution and engage in discussion regarding the potential placement of the Cody Auditorium improvement project on the ballot for consideration by voters during the November General Election.

SUMMARY OF INFORMATION:

The proposed joint resolution outlines the projects currently seeking consideration as part of a specific purpose tax question to be presented to voters on the November ballot. The resolution includes the proposed ballot language and project descriptions for each participating entity and is presently undergoing final review by legal counsel representing the communities identified within the document. The resolution is anticipated to be presented to the City Council for formal consideration at the next regular Council meeting. Consideration by the other participating communities is also expected; however, the timing of those meetings and related actions was not confirmed at the time this report was prepared.

FISCAL IMPACT:

Approval of the proposed resolution carries no immediate or notable financial impact to the City. If the request is subsequently approved by the Park County Board of County Commissioners for placement on the November ballot, the question would then be presented to the voters for consideration during the General Election. Should the measure ultimately be approved by the voters, the City would be responsible for administering and overseeing the implementation of the proposed improvements in accordance with the City's established budgeting, procurement, contracting, and project management processes.

ATTACHMENTS:

1. MASTER JOINT RESOLUTION - 2026 - 5-14-2026 (1)

Resolution 2026-08

A RESOLUTION APPROVING THE PROPOSITION FOR IMPOSITION OF A 1% SPECIFIC PURPOSE EXCISE TAX IN PARK COUNTY, STATE OF WYOMING, FOR THE PURPOSE OF FUNDING SPECIFIC PROJECTS, SAID PROPOSITION TO BE PLACED ON THE BALLOT IN CONJUNCTION WITH THE GENERAL ELECTION TO BE HELD IN PARK COUNTY ON TUESDAY, NOVEMBER 3, 2026.

WHEREAS, the Board of County Commissioners (the “Commissioners”) of Park County, State of Wyoming (the “County” or “Park County”), has determined to make funding available in the following amount for the following specified projects (the “Projects”):

\$ 19,278,000 to be collected, together with interest earned thereon to be used for the following specified purposes:

1. \$9,800,000 to the City of Cody for purpose of the planning, design, engineering, construction, remodeling, modification, infrastructure installation, paving, landscaping, utility installation, and furnishing for improvements to the Cody Auditorium; and
2. \$ 7,900,000 to the City of Powell for the purpose of design, engineering, construction, and furnishing of a senior citizens center building, infrastructure, utilities, parking lot, landscaping and other necessary appurtenances.
3. \$ 1,578,000 to the Town of Meeteetse for Meeteetse equipment and community facilities, including the following: a new sanitation vehicle, and renovations, upgrades and improvements to the senior center building, swimming pool facilities and visitor center.

WHEREAS, if approved, the Commissioners propose to fund the above referenced Projects, with a 1% specific purpose sales and use excise tax imposed within the County pursuant to W.S. §§ 39-15-204(a)(iii) and W.S. § 39-16-204(a)(ii) (the “Tax”); and

WHEREAS, in order to implement the tax, it is necessary to submit to the qualified registered electors of the County the proposition for imposition of the Tax; and

WHEREAS, before the proposition to impose the Tax may be placed before the qualified registered electors of the County at the General Election to be held on Tuesday, November 3rd, 2026, approval of the proposition by the governing bodies of at least two-thirds (2/3) of the incorporated municipalities in the County (the “Municipalities”) and by the Commissioners is necessary

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING, THAT:

Section 1. Passage of this resolution by the governing body of Cody shall constitute approval of the proposition to impose the Tax as required by W.S. §§ 39-15-204(a)(iii)(A) and 39-16-204(a)(ii)(A).

Section 2. Should any part or provision of this resolution ever be judicially determined to be invalid or unenforceable, such determination shall not affect the remaining parts and provisions hereof, the intention being that each part or provision of this resolution is severable.

ADOPTED AND APPROVED as of the ____ day of _____, 2026.

CITY OF CODY, WYOMING

(SEAL)

Mayor

ATTESTED:

City Clerk

THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-641909	Order #:	Q-470459
Customer:	Cody, City of (WY)	Valid Until:	6/1/2026
Effective Employee Count:	139		
Sales Rep:	Wesley Taylor		

Customer Contact			
Billing Contact:	Cody, City of (WY)	Shipping Contact :	Cody, City of (WY) Anthony Tolstedt
Billing Address:	PO Box 2200 Cody, WY 82414-2200	Shipping Address:	PO Box 2200 Cody, WY 82414-2200
Billing Contact Email:		Shipping Contact Email:	ttolstedt@codywy.gov
Billing Phone:		Shipping Phone:	3073598452

Payment Terms		Notes:
Payment Term:	Net 30	
PO Number:		

Subscription Service

Pro Rate (6/1/26 - 9/30/26)

Item	Type	Start Date	End Date	License Type	Total (USD)
Manage Subscription	Recurring	6/1/2026	9/30/2026	Employee Based	\$0.00
Includes Payroll, Time & Attendance, Benefits, Core HR					
Manage Setup	Services			Employee Based	\$18,000.00
Recruit Subscription	Recurring	6/1/2026	9/30/2026	Employee Based	\$0.00
Includes Insight, Onboard, Governmentjobs.com, Candidate Text Messaging (CTM)					
Recruit Setup	Services			Employee Based	\$1,000.00
Perform Subscription	Recurring	6/1/2026	9/30/2026	Employee Based	\$0.00
Perform Setup	Services			Employee Based	\$1,000.00
Payroll Services Subscription	Recurring	6/1/2026	9/30/2026	Quantity Based	\$0.00
Payroll Services Setup	Services			Quantity Based	\$0.00
Pro Rate (6/1/26 - 9/30/26) TOTAL:					\$20,000.00

Year 1

Item	Type	Start Date	End Date	License Type	Total (USD)
Manage Subscription	Recurring	10/1/2026	9/30/2027	Employee Based	\$11,331.84
Includes Payroll, Time & Attendance, Benefits, Core HR					
Recruit Subscription	Recurring	10/1/2026	9/30/2027	Employee Based	\$5,188.48
Includes Insight, Onboard, Governmentjobs.com, Candidate Text Messaging (CTM)					
Perform Subscription	Recurring	10/1/2026	9/30/2027	Employee Based	\$3,334.40
Payroll Services Subscription	Recurring	10/1/2026	9/30/2027	Quantity Based	\$2,200.00
Year 1 TOTAL:					\$22,054.72

Year 2

Item	Type	Start Date	End Date	License Type	Total (USD)
Manage Subscription	Recurring	10/1/2027	9/30/2028	Employee Based	\$26,559.00
Includes Payroll, Time & Attendance, Benefits, Core HR					
Recruit Subscription	Recurring	10/1/2027	9/30/2028	Employee Based	\$12,160.50
Includes Insight, Onboard, Governmentjobs.com, Candidate Text Messaging (CTM)					
Perform Subscription	Recurring	10/1/2027	9/30/2028	Employee Based	\$7,815.00
Payroll Services Subscription	Recurring	10/1/2027	9/30/2028	Quantity Based	\$4,600.00
Year 2 TOTAL:					\$51,134.50

Year 3

Item	Type	Start Date	End Date	License Type	Total (USD)
Manage Subscription	Recurring	10/1/2028	9/30/2029	Employee Based	\$32,579.04
Includes Payroll, Time & Attendance, Benefits, Core HR					
Recruit Subscription	Recurring	10/1/2028	9/30/2029	Employee Based	\$14,916.88
Includes Insight, Onboard, Governmentjobs.com, Candidate Text Messaging (CTM)					
Perform Subscription	Recurring	10/1/2028	9/30/2029	Employee Based	\$9,586.40

Item	Type	Start Date	End Date	License Type	Total (USD)
Payroll Services Subscription	Recurring	10/1/2028	9/30/2029	Quantity Based	\$5,800.00
Year 3 TOTAL:					\$62,882.32
Total:					\$156,071.54

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to Governmentjobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: **This Order Form creates a legally binding contract on the parties.** Unless otherwise agreed in a written agreement between Governmentjobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "**NEOGOV**") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Find a copy of our [W-9 here](#).

Special Condition:

- I. The following is added as a new Section 23(i) of the Terms and Conditions: IMMUNITY: By entering into this agreement, CITY does not waive its governmental immunity, and does not waive the defenses and limitations provided under Wyoming law, including but not limited to the Wyoming Constitution, and the Wyoming Governmental Claims Act. CITY expressly retains all immunities and defenses provided by law with regard to any and all actions, whether in tort, contract or any other theory of law.

If this Order Form is executed and/or returned to NEOGOV by the Customer after the Subscription Start Date stated in this Order Form, NEOGOV may adjust the Subscription Start Date and the corresponding Subscription End Date, without increasing the total fees, based on the date NEOGOV activates the subscription, provided the total length of the subscription term does not change. Following activation, any adjustments to such Subscription Start Date and Subscription End Date may be confirmed by reference to the invoice sent by NEOGOV.

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By Authorized Representative of:
Cody, City of (WY)

Signature: _____

Printed Name: _____

Title: _____

Date _____



t 800.749.5104
2120 Park Pl. Suite 100
El Segundo, CA 90245



Accepted and Agreed By Authorized Representative of:
NEOGOV

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL.