

City of Cody City Council
Executive Session at 6:00 p.m. pursuant to W.S. 16-4-405(a)(ix). Tuesday,
August 15, 2023 – 7:00 p.m.
(Pre-Meeting to begin at 6:53 p.m.to discuss agenda)
Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

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

1. Consent Calendar

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

- a. Approval of Minutes: Minutes from August 2, 2023 and August 8, 2023
- b. Approve Vouchers and Payroll in the amount of \$1,561,263.25.
- c. Authorize the Mayor to enter into and sign the Third Amendment to Rooftop Lease Agreement between the City of Cody and New Cingular Wireless PCS, LLC.
- d. Approve Uncollectible Account Write Offs in the amount of \$22,050.64.
- e. Authorize the Mayor to enter in to and sign and Agreement for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility between the City of Cody and Park County WY.
- f. Authorize amending the awarded amount of Bid 2022-15 to \$235,410 (additional \$15,302) for the Telescoping/Articulating Aerial Device.

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

3. Public Hearings

4. Conduct of Business

- a. Resolution 2023-15

A Resolution Amending the City of Cody Final Budget for Fiscal Year 2023-2024.

Staff Reference: Leslie Brumage, Finance Officer.

- b. Resolution 2023-14

A Resolution to Approve and Adopt the Big Horn Avenue Corridor Study

Final Report.

Staff Reference: Phillip Bowman, Public Works Director

- c. Ordinance 2023-08 Third and Final Reading as Amended
An Ordinance Amending Title 4, Chapter 4, Article 1 and Article III of the City of Cody Municipal Code.

Staff Reference: Phillip Bowman, Public Works Director

- d. Ordinance 2023-09 Third and Final Reading
An Ordinance Amending Title 8, Chapter 3, Article 1, of the City of Cody Municipal Code.

Staff Reference: Phillip Bowman, Public Works Director

- e. Ordinance 2023-10 Second Reading
An Ordinance Amending Title 1, Chapter 6, Section 1-6-2 of the City of Cody Code – Wards.

Staff Reference: Cindy Baker, Administrative Services Officer

- f. Ordinance 2023-11 First Reading
An Ordinance Amending Title 8, Chapter 1, Article III, of the City of Cody Municipal Code.

Staff Reference: Phillip Bowman, Public Works Director

5. Tabled Items

- a. Consider issuing Bar & Grill Liquor License to Local Hospitality LLC located at 1124 13th Street for the license period ending 7/31/2024 contingent upon receipt of valid food service permit from the Department of Ag.

6. Matters from Staff Members

7. Matters from Council Members

8. Adjournment

Upcoming Meetings:

August 22, 2023 – Work Session 5:30 p.m.

September 5, 2023 – Council Meeting 7:00 p.m.

September 12, 2023 – Work Session 5:30 p.m.

City of Cody
Council Proceedings
Tuesday, August 1, 2023

A special meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, August 1, 2023 at 7:00 p.m.

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

Absent: Council Member Emily Swett

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

Council Member Fritz made a motion seconded by Council Member Reiter to approve the Consent Calendar as amended which included Minutes from July 18, 2023 and July 25, 2023; approve Vouchers and Payroll in the amount of \$1,383,339.90, award Bid 2023-05 to Denny Menholt Chevrolet GMC for one 2024 Chevrolet 2500HD 4X4 crew cab in the amount of \$48,703.00; award Bid 2023-06 to Honnen Equipment Company in the amount of \$287,625.43, less a trade in amount of \$57,000.00, leaving a net of \$230,625.43 for a new Front End Wheeled Loader, authorize a request from Cody Craft Brewing to conduct beer sales during Concerts in the Park on the Thursday, August 24, 2023, authorize a malt beverage and open container permits, authorize the Wild West Paddle Club an open container and malt beverage permits to be held in conjunction with a free concert at City Park on August 12, 2023. Also authorize Mobile Vendors to participate in this event and reserve parking spaces accordingly. Organizers will reserve the Park and pay fees associated with this through the Rec Center and will be required to provide liability insurance.; approve the street closure of Sheridan Avenue from 11th to 14th Streets from 3:30 pm to 6:00 pm, actual event running 4:00 pm – 6:00 pm, on Tuesday, October 31, 2023 for the Annual Downtown Trick or Treat Event, contingent upon WYDOT approval and proof of liability insurance, approve the street closure of Sheridan Avenue between 9th and 14th Streets, 9th Street from Sheridan Ave to Beck Ave and Beck Ave from 8th to 10th Street from 4:00 pm to 8:00 pm, actual event running 5:00 pm – 8:00 pm, on Saturday, November 25th, 2023 during the Christmas Stroll & Holiday Parade, contingent upon WYDOT approval and proof of liability insurance; and approve the sale of football equipment to Cody Broncs Youth Football Inc for the amount of \$100.00. Council Member Quick recused himself from the vote. Vote was unanimous from remaining Council Members.

At 7:09 p.m. the Mayor entered into a second Public Hearing to consider if it is in the public's interest to consider a new application for a Bar & Grill Liquor License to WITHAWD LLC located at 1302 Sheridan Ave/ for the license period ending 7/31/2024. Cindy Baker, Administrative Services Officer, provided information relating to this application. Ryan and Erynne Selk with, WITHAWD LLC provided information to the Governing Body. After calling for comments three times and there being none, the Mayor closed the Public Hearing at 7:10 p.m.

Council Member Tamblyn made a motion seconded by Council Member Shreve to award Bid 2023-03 to Fremont Chevy GMC for one 2024 GMC 2500HD 4X4 in the amount of \$45,307.00. Vote was unanimous.

Council Member Tamblyn made a motion seconded by Council Member Quick to award Bid 2023-04 to Fremont Chevy GMC for one 2024 GMC 2500HD 4X4 in the amount of \$45,065.00. Vote was unanimous.

Council Member Fritz made a motion seconded by Council Member Quick to approve the issuance of the Bar & Grill Liquor License to WITHAWD LLC located at 1302 Sheridan Ave for the license period ending 7/31/2024. Vote was unanimous.

Council Member Reiter made a motion seconded by Council Member Fritz to approve a request from Karen Richard for a street closure around Coe Circle on September 11, 2023 from 8 am to 11am in conjunction with a Cody 9-11 Stair Climb, contingent upon Buffalo Bill Center of the West and Cody Regional Health's approval of use of the green space and parking area (respectively) and proof of liability insurance. Vote was unanimous.

Ordinance 2023-08 Second Reading

An Ordinance Amending Title 4, Chapter 4, Article 1 and Article III of the City of Cody Municipal Code. Council Member Reiter made a motion seconded by Council Member Tamblyn to approve Ordinance 2023-08 Second Reading as Amended. Vote in favor were Council Members Reiter, Fritz, Quick, Tamblyn and Mayor Hall. Voting opposed was Council Member Shreve. Motion carried.

Ordinance 2023-09 Second Reading as amended
An Ordinance Amending Title 8, Chapter 3, Article 1, of the City of Cody Municipal Code. Council Member made a motion seconded by Council Member to approve Ordinance 2023-09 Second Reading. Vote was unanimous.

Ordinance 2023-10 First Reading
An Ordinance Amending Title 1, Chapter 6, Section 1-6-2 of the City of Cody Code – Wards. Council Member made a motion seconded by Council Member to approve Ordinance 2023-10 on First Reading. Vote was unanimous.

Council Member Quick made a motion seconded by Council Member Reiter to remove the tabled item. Council Member Quick made a motion seconded by Council Member Shreve to retable consider issuing Bar & Grill Liquor License to Local Hospitality LLC located at 1124 13th Street for the license period ending 7/31/2024 contingent upon receipt of valid food service permit from the Department of Ag. Vote was unanimous.

Mayor Hall adjourned the meeting at 8:20 p.m.

Mayor Matt Hall

Cindy Baker, Administrative Services Officer

City of Cody
Council Proceedings
Tuesday, August 8, 2023

A special meeting of the Cody City Council was held in Council Chambers of Cody City Hall on Tuesday, August 8, 2023 at 5:30 p.m.

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

Absent: Mayor Matt Hall

Council President Quick called the meeting to order at 5:30 p.m.

The Governing Body discussed the Amendment to the existing Agreement for ATT. Staff was directed to proceed with this item for consideration on the August 15th meeting.

The Governing Body discussed Big Horn Ave Corridor Study - Final Report. Staff was directed to proceed with this item for consideration on the August 15th meeting.

The Governing Body discussed Bid 2022-15 for a 2023 F550 with Terex Articulating/Telescoping Aerial Device (bucket truck). Staff was directed to proceed with this item for consideration on the August 15th meeting.

The following Committee/Board provided updates:
Contractors' Board – Council Member Reiter

Council President Quick adjourned the Work Session at 6:43 p.m.

Cynthia D Baker
Administrative Services Officer

Andrew Quick
Council President

Report Criteria:

Invoice.Detail.Input date = 08/08/2023

Invoice.Batch = {NOT LIKE} "1"

Secondary Name	Invoice	Description	Invoice Date	Total Cost
ALBINA HOLDINGS INC (132755)				
DBA ALBINA ASPHALT, ALBINA FUEL C	0301292-IN	ASPHALT AGENT	07/11/2023	1,820.00
Total :				1,820.00
Total ALBINA HOLDINGS INC (132755):				1,820.00
AMERICAN FAMILY LIFE ASSUR (550)				
	531510	PREMIUM	08/08/2023	2,248.28
Total :				2,248.28
Total AMERICAN FAMILY LIFE ASSUR (550):				2,248.28
AMERICAN WELDING & GAS, INC. (128592)				
	9490645	CARBON DIOXIDE/CYLINDER RENTAL	07/31/2023	38.83
Total :				38.83
Total AMERICAN WELDING & GAS, INC. (128592):				38.83
ANIXTER INC (130622)				
	5740916-00	WISE INSULATORS	07/20/2023	553.80
	5740916-00	LIGHTING ARRESTORS	07/20/2023	3,910.00
	5740916-00	WISE INSULATORS	07/20/2023	221.52
Total :				4,685.32
Total ANIXTER INC (130622):				4,685.32
AUTO PLUMBERS EXHAUST (130014)				
	11-7015	SANITATION FLATBED	07/13/2023	5,000.00
Total :				5,000.00
Total AUTO PLUMBERS EXHAUST (130014):				5,000.00
BAGNELL, PAULETTE A (133196)				
	08022023	RESTITUTION ON MC-2301-012	08/02/2023	100.00
Total :				100.00
Total BAGNELL, PAULETTE A (133196):				100.00
BAILEY ENTERPRISES INCORPORATED (130546)				
	7592994	Fuel	07/31/2023	145.87
	7592994	Fuel	07/31/2023	1,009.09
	7592994	Fuel	07/31/2023	256.76
	7592994	Fuel	07/31/2023	264.57
	7592994	Fuel	07/31/2023	85.59
	7592994	Fuel	07/31/2023	3,551.84
	7592994	Fuel	07/31/2023	256.76
	7592994	Fuel	07/31/2023	128.38
	7592994	Fuel	07/31/2023	82.83

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	7592994	Fuel	07/31/2023	1,273.71
	7592994	Fuel	07/31/2023	501.03
	7592994	Fuel	07/31/2023	243.75
	7592994	Fuel	07/31/2023	140.90
	7592994	Fuel	07/31/2023	94.46
	7592994	Fuel	07/31/2023	43.27
	7592994	Fuel	07/31/2023	188.63
	7592994	Fuel	07/31/2023	28.98
	7592994	Fuel	07/31/2023	181.43
	7592994	Fuel	07/31/2023	57.96
	7592994	Fuel	07/31/2023	2,239.61
	7592994	Fuel	07/31/2023	286.86
	7592994	Fuel	07/31/2023	202.78
	7592994	Fuel	07/31/2023	1,105.46
	7592994	Fuel	07/31/2023	344.28
	7592994	Fuel	07/31/2023	5,416.04
	7592994	Fuel	07/31/2023	1,738.26
	7592994	Fuel	07/31/2023	359.15
	7592994	Fuel	07/31/2023	148.29
	7592994	Fuel	07/31/2023	129.96
	7592994	Fuel	07/31/2023	465.58
	7592994	Fuel	07/31/2023	414.26
	7592994	Fuel	07/31/2023	585.60
	7592994	Fuel	07/31/2023	115.40
	7592994	Fuel	07/31/2023	670.63
	7592994	Fuel	07/31/2023	24.82
	7592994	Fuel	07/31/2023	1,541.67
	7592994	Fuel	07/31/2023	553.25
Total :				24,877.71
Total BAILEY ENTERPRISES INCORPORATED (130546):				24,877.71
BIG HORN TREE AND SHRUB CARE LLC (130032)				
	3747	RAISE GREYBULL HILL TREES	07/24/2023	550.00
Total :				550.00
Total BIG HORN TREE AND SHRUB CARE LLC (130032):				550.00
BLANKENSHIP QUALITY CONCRETE LLC (1320)				
	1815	CONCRETE FOR CANYON AVE	07/26/2023	24,744.00
Total :				24,744.00
Total BLANKENSHIP QUALITY CONCRETE LLC (1320):				24,744.00
BOBCAT OF BIG HORN BASIN, INC. (128623)				
	44917	BOBCAT BROOMS	07/27/2023	2,047.80
Total :				2,047.80
Total BOBCAT OF BIG HORN BASIN, INC. (128623):				2,047.80
BORDER STATES INDUSTRIES, INC (1420)				
	926669189	INSULATORS	07/20/2023	135.36
	926669189	SILICONE	07/20/2023	120.90
	926711183	PIN INSULATORS AND ARM PINS	07/27/2023	607.10

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	926754381	POLE TOP PINS	08/03/2023	336.96
Total :				1,200.32
Total BORDER STATES INDUSTRIES, INC (1420):				1,200.32
BOWEN COLLINS & ASSOCIATES (133081)				
	31486	PHASE 1 OF THE STORM DRAIN MASTER PLAN	05/15/2023	14,453.17
Total :				14,453.17
Total BOWEN COLLINS & ASSOCIATES (133081):				14,453.17
BROWN, ESTATE OF ROBIN (133302)				
	14.4020.29	UTILITY DEPOSIT REFUND	08/07/2023	332.28
Total :				332.28
Total BROWN, ESTATE OF ROBIN (133302):				332.28
CARQUEST AUTO PARTS (10200)				
	2874-ID-476741	filter C05	07/06/2023	32.54
	2874-ID-476973	filter C06	07/10/2023	32.54
	2874-ID-477329	switch B05	07/14/2023	9.42
	2874-ID-477377	fuse B05	07/14/2023	9.46
Total :				83.96
Total CARQUEST AUTO PARTS (10200):				83.96
CHESHER, MARK (133298)				
	1528	REFUND OVERPAYMENT ON HEALTH INSURANCE PREMIUM JULY 2023	08/01/2023	109.26
Total :				109.26
Total CHESHER, MARK (133298):				109.26
CROELL INC (133102)				
	756494	WASHED SAND FOR STREET FILL	07/24/2023	1,298.10
Total :				1,298.10
Total CROELL INC (133102):				1,298.10
CRUMP JR, VINCENT (133297)				
	14.7714.16	UTILITY DEPOSIT REFUND	07/31/2023	97.74
Total :				97.74
Total CRUMP JR, VINCENT (133297):				97.74
DAVIS, AARON W (128786)				
	8242023	CONCERTS IN THE PARK	07/26/2023	2,000.00
Total :				2,000.00
Total DAVIS, AARON W (128786):				2,000.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
DELLINGER, KYLEE (133294)				
	4.0660.31	UTILITY DEPOSIT REFUND	07/31/2023	130.51
Total :				130.51
Total DELLINGER, KYLEE (133294):				130.51
EAGLE RECOVERY, LLC (126679)				
	18803	VEHICLE TOW FOR CASE #22-477	07/08/2022	345.00
Total :				345.00
Total EAGLE RECOVERY, LLC (126679):				345.00
ENERGY LABORATORIES, INC (4120)				
DEPARTMENT 6250	567849	COLIFORM TESTING	07/26/2023	165.00
Total :				165.00
Total ENERGY LABORATORIES, INC (4120):				165.00
ENGINEERING ASSOCIATES (4140)				
	4307029	PROJECT 14111-04 WWTF PHASE 2	07/21/2023	725.04
	4307030	ENGINEERING SERVICES - 26TH STREET & HOLLER AVENUE RAW WATER EXTENSION	07/21/2023	1,012.15
Total :				1,737.19
Total ENGINEERING ASSOCIATES (4140):				1,737.19
ENNIST III, ROBERT F (131798)				
BIG HORN FOOD SERVICES	2481	JANITORIAL SUPPLIES	07/24/2023	906.32
BIG HORN FOOD SERVICES	2496	CUSTODIAL SUPPLIES	07/26/2023	150.69
Total :				1,057.01
Total ENNIST III, ROBERT F (131798):				1,057.01
EXPRESS SERVICES INC (132433)				
	29378825	CONTRACT EMPLOYMENT SERVICES - SEASONAL PARKS WORKER	07/25/2023	553.28
	29410013	CONTRACT EMPLOYMENT SERVICES - SEASONAL PARKS WORKER	08/01/2023	3,305.12
Total :				3,858.40
Total EXPRESS SERVICES INC (132433):				3,858.40
FARLOW, IRENE (131831)				
DBA: CODY CAB LLC	8022023	TIPSY TAXI PROGRAM	08/02/2023	830.00
Total :				830.00
Total FARLOW, IRENE (131831):				830.00
FRANCK, STEVEN (133111)				
OFF GRID INSPECTIONS	010	ELECTRICAL INSPECTION SERVICES JULY 2023	08/01/2023	1,775.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				1,775.00
Total FRANCK, STEVEN (133111):				1,775.00
FRY GRAVEL & EXCAVATION (133299)				
	6.071481	ENCROACHMENT PERMIT DEPOSIT REFUND - 707 BLACKBURN ST	05/18/2023	150.00
Total :				150.00
Total FRY GRAVEL & EXCAVATION (133299):				150.00
GALLS PARENT HOLDINGS, LLC (132576)				
GALLS, LLC	024972030	DUTY PANTS C22	07/05/2023	218.94
GALLS, LLC	025000122	DUTY SHIRTS	07/07/2023	99.03
Total :				317.97
Total GALLS PARENT HOLDINGS, LLC (132576):				317.97
GILL, RANDY M (133300)				
	148439342	ENCROACHMENT PERMIT DEPOSIT REFUND - 1615 23RD ST	07/05/2023	150.00
Total :				150.00
Total GILL, RANDY M (133300):				150.00
GLOBE LIFE INC (133159)				
	1023719	premiums	08/03/2023	215.00
Total :				215.00
Total GLOBE LIFE INC (133159):				215.00
JOHN ANDREW LLC (132867)				
KEELE SANITATION	30870	SHOSHONE RIVER TRAIL PORTABLE RESTROOM	07/26/2023	125.50
KEELE SANITATION	33175	PORTABLE RESTROOM SERVICE	07/26/2023	80.00
Total :				205.50
Total JOHN ANDREW LLC (132867):				205.50
KELLY, GENE (132885)				
D&G ELECTRIC LLC	4222	HVAC RELOCATE	07/27/2023	92.05
D&G ELECTRIC LLC	4222	HVAC RELOCATE	07/27/2023	92.05
Total :				184.10
Total KELLY, GENE (132885):				184.10
KINCHELOE PLUMBING AND HEATING (5750)				
	156479	SEWAGE PUMP REPAIR	07/10/2023	508.88
	156509	NEW SEWAGE PUMP	07/19/2023	6,275.00
	156555	REPAIR WATER FOUNTAIN LEAK IN GYM	07/31/2023	803.68
Total :				7,587.56

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total KINCHELOE PLUMBING AND HEATING (5750):				7,587.56
KIP B THIEL CONSTRUCTION INC (131026)				
	07192023	50/50 COST SHARE FOR SIDEWALK, CURB AND GUTTER REPLACEMENT ALONG HEIGHTS AVE	07/19/2023	800.00
Total :				800.00
Total KIP B THIEL CONSTRUCTION INC (131026):				800.00
LABAN HARVEST LLC (133169)				
DBA NO SPOT LEFT BEHIND	072023	CUSTODIAL SERVICES	07/31/2023	1,591.84
DBA NO SPOT LEFT BEHIND	072023	CUSTODIAL SERVICES	07/31/2023	1,591.84
DBA NO SPOT LEFT BEHIND	072023	CUSTODIAL SERVICES	07/31/2023	1,591.84
Total :				4,775.52
Total LABAN HARVEST LLC (133169):				4,775.52
LEISURE IN MONTANA INC (131545)				
	SAL28563-2	CHEMICALS FOR SPLASH PAD	07/26/2023	1,225.47
	SAL28753-1	POOL CHEMICALS	07/28/2023	117.90
	SAL28753-1	POOL CHEMICALS	07/28/2023	117.91
Total :				1,461.28
Total LEISURE IN MONTANA INC (131545):				1,461.28
LEROUX, INC (1400)				
BOONES MACHINE SHOP/YANKEE CA	43344	HORSESHOE PITS	07/21/2023	80.00
BOONES MACHINE SHOP/YANKEE CA	43417	HAUL BLADE TO BILLINGS	08/02/2023	840.00
Total :				920.00
Total LEROUX, INC (1400):				920.00
LINCOLN AQUATICS (132844)				
	D8827730	PUMICE STONE FOR CLEANING	07/25/2023	335.68
Total :				335.68
Total LINCOLN AQUATICS (132844):				335.68
LINDENTHAL, CARLIE (133303)				
C/O PATRA LINDENTHAL	17.8038.17	UTILITY DEPOSIT REFUND	08/07/2023	127.28
Total :				127.28
Total LINDENTHAL, CARLIE (133303):				127.28
MATIELLA, JESSICA (133295)				
	14.2070.35	REFUND CREDIT BALANCE	08/01/2023	100.92
Total :				100.92
Total MATIELLA, JESSICA (133295):				100.92
MEDICAL AIR SERVICES ASSOCIATION (131887)				
	1591925	PREMIUM -	08/03/2023	5,016.00

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total :				5,016.00
Total MEDICAL AIR SERVICES ASSOCIATION (131887):				5,016.00
MILLER, CHARLES & CATHLEEN (2050)				
CAT'S WEST UPHOLSTERY	1377	SLEEVES FOR FITNESS EQUIPMENT	07/28/2023	81.00
Total :				81.00
Total MILLER, CHARLES & CATHLEEN (2050):				81.00
NCPERS GROUP LIFE INS (125412)				
C/O MEMBER BENEFITS	813082023	PREMIUM	08/08/2023	400.00
Total :				400.00
Total NCPERS GROUP LIFE INS (125412):				400.00
NORCO, INC. (128948)				
	38345186	BOTTLE RENTAL	07/31/2023	42.78
Total :				42.78
Total NORCO, INC. (128948):				42.78
NORTHWEST PIPE (7400)				
	7965208	HYDRANT REPAIR PARTS	07/31/2023	150.00
	7974450	6" PLUG AND 24" VALVE BOX EXTENSION	07/31/2023	259.21
Total :				409.21
Total NORTHWEST PIPE (7400):				409.21
ONE-CALL OF WYOMING (127665)				
	68057	ONE - CALL FEES	08/04/2023	70.50
	68057	ONE - CALL FEES	08/04/2023	70.50
	68057	ONE - CALL FEES	08/04/2023	70.50
	68057	ONE - CALL FEES	08/04/2023	70.50
Total :				282.00
Total ONE-CALL OF WYOMING (127665):				282.00
PARK COUNTY (7670)				
	9051	LEC CONTRACT - DISPATCH LABOR COSTS	08/01/2023	250.66
	9051	LEC CONTRACT - DISPATCH LABOR COSTS	08/01/2023	4,259.49
	9051	LEC CONTRACT - DISPATCH LABOR COSTS	08/01/2023	751.69
	9051	LEC CONTRACT - DISPATCH LABOR COSTS	08/01/2023	19,794.12
	9051	LEC CONTRACT - TECHNOLOGY SERVICES	08/01/2023	3,250.00
	9051	LEC CONTRACT - INSIDE MAINTENANCE SUPPLIES	08/01/2023	854.60
	9051	LEC CONTRACT - INSIDE MAINTENANCE LABOR	08/01/2023	2,062.43
	9051	LEC CONTRACT - OUTSIDE MAINTENANCE CREDIT	08/01/2023	208.33-
	9051	LEC CONTRACT - BUILDING INSURANCE COSTS	08/01/2023	398.92
	9051	LEC CONTRACT - UTILITIES	08/01/2023	1,121.67
Total :				32,535.25

Secondary Name	Invoice	Description	Invoice Date	Total Cost
Total PARK COUNTY (7670):				32,535.25
PARK COUNTY COURT SUPERVISED TREATMENT (127346)				
	70523	OUTSIDE AGENCY FUNDING FY23-24	07/05/2023	8,000.00
Total :				8,000.00
Total PARK COUNTY COURT SUPERVISED TREATMENT (127346):				8,000.00
PARK COUNTY LANDFILL (129053)				
	07312023	BULK ITEM DISPOSAL FEES - JULY 2023	07/31/2023	147.55
	07312023	LANDFILL CHARGES - JULY 2023	07/31/2023	67,950.40
Total :				68,097.95
Total PARK COUNTY LANDFILL (129053):				68,097.95
PROFORCE MARKETING INC (127755)				
PROFORCE LAW ENFORCEMENT	524469	TASER REPLACEMENT CYCLE, CARTRIDGES AND PPMS	07/20/2023	9,168.95
Total :				9,168.95
Total PROFORCE MARKETING INC (127755):				9,168.95
PROVIDENT LIFE & ACCIDENT INS (128033)				
	8823	PREMIUMS	08/08/2023	23.40
Total :				23.40
Total PROVIDENT LIFE & ACCIDENT INS (128033):				23.40
PURCELL TIRE AND RUBBER COMPANY (132837)				
DBA: PURCELL TIRE AND SERVICE C	31213683	SANITATION TIRES	06/21/2023	2,381.16
Total :				2,381.16
Total PURCELL TIRE AND RUBBER COMPANY (132837):				2,381.16
QUALITY ASPHALT PAVING, INC (125010)				
	2540	PAVEMENT PATCHES ON WILLOW, PINE CT AND 13TH ST	07/31/2023	2,545.00
	2540	REC CENTER PATCH	07/31/2023	250.00
	2545	PATCH ON 11TH ST	08/07/2023	720.00
Total :				3,515.00
Total QUALITY ASPHALT PAVING, INC (125010):				3,515.00
RANDOLPH, PRESTON A (130955)				
CACTUS PRODUCTIONS LLC	1215	VIDEO SERVICE - P & Z MEETING	07/27/2023	500.00
Total :				500.00
Total RANDOLPH, PRESTON A (130955):				500.00
RIMROCK TIRE INC (8530)				
	2-235193	LOADER TIRE REPAIR	06/27/2023	221.80
	2-235205	WATER BACKHOE TIRE REPAIR	06/27/2023	40.95
	2-235315	MOWER TIRE	07/06/2023	85.65

Secondary Name	Invoice	Description	Invoice Date	Total Cost
	2-235577	MOWER TIRE	07/19/2023	11.70
Total :				360.10
Total RIMROCK TIRE INC (8530):				360.10
RUFFINO, KIRA (133301)				
	13.1560.75	UTILITY DEPOSIT REFUND	08/07/2023	76.59
Total :				76.59
Total RUFFINO, KIRA (133301):				76.59
SABER PEST CONTROLL LLC (131183)				
	E165	PEST CONTROL - ELECTRIC	08/01/2023	100.00
	P177	PEST CONTROL - PUBLIC WORKS SH	08/01/2023	60.00
	P177	PEST CONTROL - PUBLIC WORKS SH	08/01/2023	30.00
	P177	PEST CONTROL - PUBLIC WORKS SH	08/01/2023	30.00
	R176	PEST CONTROL - RECYCLING/SANITATION	08/03/2023	70.00
	W176	PEST CONTROL - WASTEWATER DEPT	08/03/2023	100.00
Total :				390.00
Total SABER PEST CONTROLL LLC (131183):				390.00
SAGE CIVIL ENGINEERING (124355)				
	3520	SURVEY AND DESIGN FOR DRAINAGE ISSUES ALONG C ST	07/28/2023	897.50
Total :				897.50
Total SAGE CIVIL ENGINEERING (124355):				897.50
SHOSHONE MUNICIPAL PIPELINE (9130)				
	08012023	SMP WATER PURCHASE - JULY 2023	08/01/2023	172,600.78
Total :				172,600.78
Total SHOSHONE MUNICIPAL PIPELINE (9130):				172,600.78
SOFT TOUCH DESIGNS, INC. (129137)				
	6379	REFINISH GYM AND RACQUETBALL FLOORS	08/02/2023	12,334.50
Total :				12,334.50
Total SOFT TOUCH DESIGNS, INC. (129137):				12,334.50
SYSTEMS GRAPHICS INC (129162)				
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	11.67
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	73.92
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	66.14
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	66.14
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	85.59
ADVANCED INFO SYSTEMS	16203	OUTSOURCE BILLS	07/25/2023	85.60
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	265.30
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	1,680.22
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	1,503.36
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	1,503.36
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	1,945.52

Secondary Name	Invoice	Description	Invoice Date	Total Cost
ADVANCED INFO SYSTEMS	16204	OUTSOURCE BILLS	07/28/2023	1,945.51
Total :				9,232.33
Total SYSTEMS GRAPHICS INC (129162):				9,232.33
THOMSON REUTERS - WEST (128108)				
	848729081	CLEAR INVESTIGATIONS MONTHLY PAYMENT	08/01/2023	168.68
Total :				168.68
Total THOMSON REUTERS - WEST (128108):				168.68
TORO, DAN (133198)				
	14	CPAC ARTIST TRAVEL SUPPLEMENT	07/25/2023	750.00
Total :				750.00
Total TORO, DAN (133198):				750.00
TURNER, EDWARD (133185)				
	8172023	CONCERTS IN THE PARK	07/26/2023	1,500.00
Total :				1,500.00
Total TURNER, EDWARD (133185):				1,500.00
UNUM LIFE INSURANCE - LIFE (127935)				
	8823	PREMIUM	08/08/2023	983.87
Total :				983.87
Total UNUM LIFE INSURANCE - LIFE (127935):				983.87
WESTERN UNITED ELECTRIC SUPPLY (10605)				
	6093209	BUSHING COVERS	08/01/2023	748.60
Total :				748.60
Total WESTERN UNITED ELECTRIC SUPPLY (10605):				748.60
WYOMING CHILD SUPPORT (132047)				
	8323	Garnishment Remittance # 227551	08/03/2023	430.15
Total :				430.15
Total WYOMING CHILD SUPPORT (132047):				430.15
WYOMING DEPARTMENT OF WORKFORCE SERVICES (10670)				
WORKERS COMPENSATION DIV	8823	CONTRIBUTIONS	08/08/2023	12,110.24
WORKERS COMPENSATION DIV	8823	VOLUNTEERS PD	08/08/2023	16.85
WORKERS COMPENSATION DIV	8823	VOLUNTEERS REC	08/08/2023	11.23
Total :				12,138.32
Total WYOMING DEPARTMENT OF WORKFORCE SERVICES (10670):				12,138.32

Secondary Name	Invoice	Description	Invoice Date	Total Cost
WYOMING MUNICIPAL POWER AGENCY (10920)				
	202307-1	POWER PURCHASE - JULY 2023	08/12/2023	292,845.77
	202307-1	DEMAND PURCHASE COINCIDENT PEAK - JULY 2023	08/12/2023	434,588.98
	202307-1	DEMAND PURCHASE NON-COINCIDENT PEAK - JULY 2023	08/12/2023	50,816.20
Total :				778,250.95
Total WYOMING MUNICIPAL POWER AGENCY (10920):				778,250.95
ZIVARO INC (131755)				
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	27.71
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	277.12
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	9.24
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	27.71
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	55.42
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	36.95
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	360.25
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	46.19
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	27.71
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	27.71
	IC0462446	EVAULT CLOUD DATA STORAGE	07/26/2023	27.71
Total :				923.72
Total ZIVARO INC (131755):				923.72
Grand Totals:				1,235,154.48
Payroll 07/30/23				326,108.77
Total				1,561,263.25

Market: RUTH
Cell Site Number: WY1106
Cell Site Name: CODY DT
Fixed Asset Number: 10139354

THIRD AMENDMENT TO ROOFTOP LEASE AGREEMENT

THIS THIRD AMENDMENT TO ROOFTOP LEASE AGREEMENT (this “**Third Amendment**”) dated as of the latter of the signature dates below, is by and between The City of Cody, a Wyoming Municipality, having a principal mailing address of 1138 Rumsey Avenue, Cody, WY 82414 (“**Landlord**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE, Third Floor, Atlanta, GA 30319 (“**Tenant**”).

WHEREAS, Landlord and Tenant, or their respective predecessors-in-interest, entered into a Rooftop Lease Agreement dated April 1, 2003, as amended by the First Amendment to Rooftop Lease Agreement dated May 5, 2014, as amended by the Second Amendment to Rooftop Lease Agreement dated March 2, 2021 (collectively, the “**Agreement**”), whereby Landlord leased to Tenant certain Premises, therein described, that are a portion of the Property located at 1402 Heart Mountain Road, Cody, WY 82414; and

WHEREAS, Landlord and Tenant desire, in their mutual interest, wish to amend the Agreement as set forth below.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant agree as follows:

1. **New Premises Area.** Landlord agrees to increase the size of the Premises leased to Tenant to accommodate Tenant’s needs. Upon the execution of this Third Amendment, Landlord leases to Tenant the additional premises described on attached Exhibit 1-A (“New Premises Area”). Landlord’s execution of this Third Amendment will signify Landlord’s approval of Exhibit 1-A. The Premises under the Agreement prior to this Amendment in addition to the New Premises Area under this Third Amendment shall be the Premises under the Agreement.
2. **Generator.** Tenant shall have the right to install, repair, maintain, modify, replace, remove, utilize and operate (including but not limited to operate as may be required by applicable law) equipment within the New Premises Area, including without limitation a concrete pad enclosed by a 8’ tall CMU split-face block wall and generator thereon, including back-up power supply. Tenant shall have the right to access the New Premises Area, and any provisions in the Agreement governing access shall apply to such access. The generator shall remain the property of Tenant, and Tenant shall have the right to remove or modify it at any time.

3. **Rent.** Commencing the first day of the month following commencement of installation within the New Premises Area (“Increase Commencement Date”), Rent shall be increased by Six Hundred Fifty and No/100 Dollars (\$650.00) per month, subject to further adjustments, if any, as provided in the Agreement; provided that the first such increased payment shall not be due until sixty (60) days after such commencement date and provided further that, any partial month occurring after the Increase Commencement Date, the increased Rent amount shall be pro-rated. Annually and each year thereafter, including throughout any Extension Terms exercised, the yearly Rent will increase by three percent (3%) over the Rent paid during the previous year.
4. **Other.** Landlord represents and warrants that, to its knowledge, no conditions exist within the New Premises Area or otherwise on the property where the Premises and New Premises Area are located that would adversely impact Tenant’s permitting and/or installation of a generator within the New Premises Area. Landlord authorizes Tenant to prepare, execute and file all required applications to obtain any government approvals for Tenant’s use of the New Premises Area under this Agreement and agrees, at Tenant’s request, to reasonably assist Tenant with such applications and with obtaining and maintaining the government approvals. Where applicable law governs how the generator will be used, Tenant may use the generator in the manner set forth in applicable law. Tenant may terminate this Third Amendment by written notice to Landlord at any time, and the rent increase set forth in Section 3 shall not take effect or shall be cancelled, as applicable, following any such termination. Within one hundred twenty (120) days after termination of this Third Amendment, Tenant shall remove its equipment from the New Premises Area; provided that any portions of the equipment that Tenant fails to remove within such period and cessation of Tenant’s operations at the New Premises Area shall be deemed abandoned. Tenant shall repair any damage, less ordinary wear and tear, to the New Premises Area caused by its removal activities.
5. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

Notices. All notices, requests, and demands hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If to LANDLORD: City of Cody
 Attn: City Clerk
 1338 Rumsey Avenue
 Cody, WY 82414
 307-527-7511
 Fax 307-527-6532

If to TENANT: New Cingular Wireless PCS, LLC
 Attn: TAG - LA
 Re: Cell Site # WY1106
 Cell Site Name: CODY DT
 Fixed Asset #:10139354
 1025 Lenox Park Blvd NE
 3rd Floor
 Atlanta, GA 30319

With copy to: New Cingular Wireless PCS, LLC
Attn: Legal Department
Re: Cell Site # WY1106
Cell Site Name: (WY)
Fixed Asset #: 10139354
208 S. Akard Street
Dallas, Texas, 75202-4206

The copy sent to the Legal Department is an administrative step which alone does not constitute legal notice. Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

6. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge, and deliver to the other a recordable Memorandum of Lease substantially in the form of Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.
7. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Agreement and this Third Amendment, the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Third Amendment. The rights granted to Tenant herein are in addition to and not intended to limit any rights of Tenant in the Agreement. Unless otherwise specified herein or unless the context requires otherwise, the terms in the Agreement shall apply to the New Premises Area.
8. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Third Amendment on the dates set forth below.

LANDLORD:

City of Cody
A Wyoming Municipality

By: _____
Print Name: _____
Its: _____
Date: _____

LANDLORD ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of Wyoming
County of _____)

On _____ before me,

(insert name and title of the officer)

personally appeared _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Wyoming that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____
Print Name: _____
Its: _____
Date: _____

TENANT ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of

County of _____)

On _____ before me,

(insert name and title of the officer) personally appeared

_____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Wyoming that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

EXHIBIT 1-A

Additional Premises Area

See attached drawings pages 2-17

Prepared by and Return to:

New Cingular Wireless PCS, LLC
Attn: Tower Asset Group - Lease Administration
1025 Lenox Park Blvd NE, 3rd Floor
Atlanta, Georgia 30319

APN: _____

(Space Above This Line For
Recorder's Use Only)

Re: Cell Site # _____;
Cell Site Name: _____
Fixed Asset #: _____
State: _____
County: _____

MEMORANDUM OF THIRD AMENDMENT TO ROOFTOP LEASE

This Memorandum of Third Amendment to Lease is entered into on this ____ day of _____, 202__, by and between The City of Cody, a Wyoming Municipality, having a principal mailing address of 1138 Rumsey Avenue, Cody, WY 82414 ("**Landlord**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE, Third Floor, Atlanta, GA 30319.

1. Landlord and Tenant entered into that certain Rooftop Lease Agreement dated April 1, 2003, as amended by the First Amendment to Rooftop Lease Agreement dated May 5, 2014, as amended by the Second Amendment to Rooftop Lease Agreement dated March 2, 2021, and as amended by that certain THIRD AMENDMENT TO ROOFTOP LEASE AGREEMENT on the ____ day of _____, 2023 (collectively, the "**Agreement**") for the purpose of installing, operating and maintaining a communications facility and other improvements. A Memorandum of Lease reflecting the Agreement was recorded _____, 20_ in Book _____, page(s) _____, in the public records of _____ County, State of _____.
2. Landlord agrees to increase the size of the Premises to accommodate generator. Landlord leases to Tenant the Premises as more completely described on attached **Exhibit 1-A**. **Exhibit 1-A** hereby replaces **Exhibit A** to the Agreement.
4. This Memorandum of THIRD AMENDMENT TO ROOFTOP LEASE is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Agreement, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of THIRD AMENDMENT TO ROOFTOP LEASE and the provisions of the Agreement, the provisions of the Agreement shall control. The Agreement shall be

binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of **THIRD AMENDMENT TO ROOFTOP LEASE** as of the day and year first above written.

LANDLORD:

City of Cody
A Wyoming Municipality

By: _____
Print Name: _____
Its: _____
Date: _____

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____
Print Name: _____
Its: _____
Date: _____

Prepared by:

Stephanie Wines
General Dynamics Information Technology
9100 Fern Creek Rd, Unit 91092
Louisville, KY 40291

LANDLORD REPRESENTATIVE ACKNOWLEDGEMENT

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 202__, by _____
_____, the _____ of _____.

Notary Seal

(Signature of Notary)

My Commission Expires: _____

LANDLORD INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 202__, by _____
_____.

Notary Seal

(Signature of Notary)

My Commission Expires: _____

TENANT ACKNOWLEDGEMENT

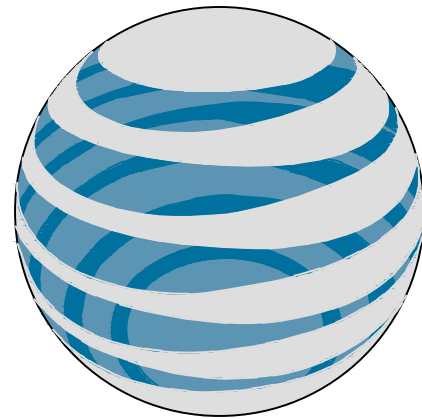
STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 201__, by _____
_____, the _____ of AT&T Mobility Corporation.

Notary Seal

(Signature of Notary)

My Commission Expires: _____



at&t

ZOD_ALLTEL_
WY01_CODYDT
FA#: 10139354

GENERATOR INSTALLATION PROJECT
30KW KOHLER DIESEL GENERATOR

1402 HEART MOUNTAIN ST
CODY, WY 82414

SITE INFORMATION:

SITE ADDRESS: 1402 HEART MOUNTAIN ST
CODY, WY 82414

COUNTY: PARK

COORDINATES: 44.5226° / -109.0596° (FOR NAVIGATION ONLY)

PROPERTY LANDLORD OR OWNER: CITY OF CODY

TAX ID #: 05530107943038

ZONING: D-2

OCCUPANCY GROUP: U - UNMANNED

CONSTRUCTION TYPE: II-B

POWER COMPANY: CITY OF CODY

A.D.A. COMPLIANCE: FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION

DO NOT SCALE DRAWINGS:

CONTRACTOR SHALL VERIFY ALL PLANS, EXISTING DIMENSIONS, CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR THE SAME.

CONTACT INFORMATION:

APPLICANT: AT&T MOBILITY
1375 CAMINO REAL STE 120
SAN BERNARDINO, CA 92408
PHONE: 951.534.8967

PROJECT MANAGER: GENERAL DYNAMICS WIRELESS SERVICES, LLC.
19240 DES MOINES DR. S. BLDG C STE 300
SEA TAC, WA 98048
PHONE: 425.606.8785
CONTACT: CHRISTOPHER HERMAN

LEASING / PERMITTING: GENERAL DYNAMICS WIRELESS SERVICES, LLC.
PHONE: 360.250.2222
CONTACT: ALLEN KOREIS
EMAIL: allen.koreis@GDIT.com

ARCHITECTURE & ENGINEERING: GEOSTRUCTURAL, LLC.
PO BOX 2621
BOISE, ID 83701
PHONE: 530.539.4787
CONTACT: DON GEORGE

VICINITY MAP:



APPROVALS :

AT&T MANAGER _____

CONSTRUCTION MANAGER _____

SITE ACQ. MANAGER _____

PROPERTY OWNER _____

LANDLORD _____

AREA MAP:



SCOPE OF WORK:

INSTALL (1) OPTIONAL STANDBY DIESEL GENERATOR WITH BASE FUEL TANK ON CONCRETE PAD AND ATS / EQUIPMENT IN PROPOSED CMU COMPOUND NEAR EXISTING AT&T EQUIPMENT AREA.

INTEGRATE NEW GENERATOR WITH EXISTING SERVICE.

NOTE: NO CHANGES OR ALTERATIONS TO THE TOWER, MOUNTS, ANTENNAS, FEEDLINES, ETC. IS PROPOSED AS A PART OF THIS SCOPE OF WORK.

DIG LINE:

THE PLANS SHOW SOME KNOWN SUBSURFACE STRUCTURES, ABOVE GROUND STRUCTURES, AND/OR EXISTING UTILITIES BELIEVED TO BE IN THE WORKING AREA. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL UTILITIES, PIPELINES AND OTHER STRUCTURES SHOWN OR NOT SHOWN ON THESE PLANS.

ANY DAMAGE TO EXISTING UTILITIES SHALL BE REPAIRED TO THE SATISFACTION OF THE OWNER AND ENGINEER AT THE CONTRACTOR'S EXPENSE.



CODE COMPLIANCE:

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF ALL GOVERNING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS ARE TO BE CONSTRUCTED TO PERMIT WORK NOT CONFORMING TO THESE CODES:

INTERNATIONAL BUILDING CODE (IBC) 2018

NATIONAL ELECTRICAL CODE (NEC) 2020

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 13,30,37,58,70,72,110,111

AMERICAN CONCRETE INSTITUTE (ACI) 318

AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 607

SHEET INDEX:

SHEET	DESCRIPTION
T-1	TITLE SHEET
N-1	GENERAL NOTES
A-1	OVERALL SITE PLAN
A-2	ENLARGED SITE PLAN
S-1	GENERATOR PAD DETAILS
S-2	GENERAL STRUCTURAL DETAILS
S-3	CMU BLOCK WALL & GATE DETAILS
S-4	COMPOUND DETAIL
E-1	ELECTRICAL DETAILS
E-2	ELECTRICAL DETAILS
E-3	ELECTRICAL DETAILS
E-4.0	GENERATOR SPECIFICATIONS
E-4.1	GENERATOR SPECIFICATIONS
E-4.2	GENERATOR SPECIFICATIONS
E-5.0	ATS SPECIFICATIONS
E-5.1	CAM-LOCK BOX SPECIFICATIONS



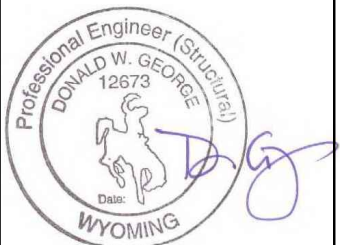
GENERAL DYNAMICS
Information Technology



REVISIONS			
REV	DATE	DESCRIPTION	INT
2	08/09/23	COVER UPDATE	JAD
1	03/18/21	REVISED TO ADD CMU ENCLOSURE	JAD
0	03/03/21	ISSUED FOR CONSTRUCTION	JCM

CHECKED BY: GGD

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT NAMES IS STRICTLY PROHIBITED.



SITE INFORMATION:
ZOD_ALLTEL_
WY01_CODYDT

10139354
GENERATOR INSTALLATION
PROJECT
1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:

TITLE SHEET

SHEET NUMBER:

T-1

NOTES TO SUBCONTRACTOR:

1. THE GENERAL SUBCONTRACTOR MUST VERIFY ALL DIMENSIONS, CONDITIONS AND ELEVATIONS BEFORE PROCEEDING WITH THE WORK. ALL DISCREPANCIES SHALL BE RESOLVED BEFORE PROCEEDING WITH THE WORK. ALL WORK SHALL BE PERFORMED IN A WORKMANLIKE MANNER IN ACCORDANCE WITH ACCEPTED CONSTRUCTION PRACTICES.

2. IT IS THE INTENTION OF THESE DRAWINGS TO SHOW THE COMPLETED INSTALLATION. THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR ALL TEMPORARY BRACING, SHORING, TIES, FORM WORK, ETC. IN ACCORDANCE WITH ALL NATIONAL, STATE, AND LOCAL ORDINANCES, TO SAFELY EXECUTE ALL WORK AND SHALL BE RESPONSIBLE FOR SAME. ALL WORK SHALL BE IN ACCORDANCE WITH LOCAL CODES.

3. THE SUBCONTRACTOR SHALL USE ADEQUATE NUMBER OF SKILLED WORKMAN WHO ARE THOROUGHLY TRAINED AND EXPERIENCED IN THE NECESSARY CRAFTS AND WHO ARE COMPLETELY FAMILIAR WITH THE SPECIFIED REQUIREMENTS AND METHOD NEEDED FOR PROPER PERFORMANCE OF THE WORK.

4. SUBCONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION SUBCONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY, THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS AND SUBCONTRACTOR FURTHER AGREES TO INDEMNIFY AND HOLD DESIGN ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH PERFORMANCE OF WORK ON THIS PROJECT.

5. SITE GROUNDING SHALL COMPLY WITH AT&T WIRELESS SERVICES TECHNICAL SPECIFICATIONS FOR FACILITY GROUNDING FOR CELL SITE STANDARDS, LATEST EDITION, AND COMPLY WITH AT&T TOWERS GROUNDING CHECKLIST, LATEST VERSION. WHEN NATIONAL AND LOCAL GROUNDING CODES ARE MORE STRINGENT THEY SHALL GOVERN.

6. ALL WORK SHALL COMPLY WITH OSHA AND STATE SAFETY REQUIREMENTS. PROCEDURES FOR THE PROTECTION OF EXCAVATIONS, EXISTING CONSTRUCTION AND UTILITIES SHALL BE ESTABLISHED PRIOR TO FOUNDATION INSTALLATION.

7. ALL WORK SHALL BE ACCOMPLISHED IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL CODES OR ORDINANCES. THE MOST STRINGENT CODE WILL APPLY IN THE CASE OF DISCREPANCIES OR DIFFERENCES IN THE CODE REQUIREMENTS.

8. ANY DAMAGE TO THE ADJACENT PROPERTIES WILL BE CORRECTED AT THE SUBCONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE LANDOWNER AND THE CONSTRUCTION MANAGER.

9. THE COMPLETE BID PACKAGE INCLUDES THESE CONSTRUCTION DRAWINGS ALONG WITH THE SPECIFICATIONS. SUBCONTRACTOR IS RESPONSIBLE FOR REVIEW OF TOTAL BID PACKAGE PRIOR TO BID SUBMITTAL.

10. SUBCONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES WITHIN CONSTRUCTION LIMITS PRIOR TO CONSTRUCTION.

11. THE SUBCONTRACTOR IS RESPONSIBLE FOR MAINTAINING POSITIVE DRAINAGE ON THE SITE AT ALL TIMES. SILT AND EROSION CONTROL SHALL BE MAINTAINED ON THE DOWNSTREAM SIDE OF THE SITE AT ALL TIMES. ANY DAMAGE TO ADJACENT PROPERTIES WILL BE CORRECTED AT THE SUBCONTRACTOR'S EXPENSE.

12. CLEARING OF TREES AND VEGETATION ON THE SITE SHOULD BE HELD TO A MINIMUM. ONLY THE TREES NECESSARY FOR CONSTRUCTION OF THE FACILITIES SHALL BE REMOVED. ANY DAMAGE TO THE PROPERTY OUTSIDE THE LEASED PROPERTY SHALL BE REPAIRED BY THE SUBCONTRACTOR.

13. ALL SUITABLE BORROW MATERIAL FOR BACK FILL OF THE SITE SHALL BE INCLUDED IN THE BID. EXCESS TOPSOIL AND UNSUITABLE MATERIAL SHALL BE DISPOSED OF OFF SITE AT LOCATIONS APPROVED BY GOVERNING AGENCIES PRIOR TO DISPOSAL.

14. PERMITS: THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND INCURRING THE COST OF ALL REQUIRED PERMITS, INSPECTIONS, CERTIFICATES, ETC.

15. RECORD DRAWINGS: MAINTAIN A RECORD OF ALL CHANGES, SUBSTITUTIONS BETWEEN WORK AS SPECIFIED AND INSTALLED. RECORD CHANGES ON A CLEAN SET OF CONTRACT DRAWINGS WHICH SHALL BE TURNED OVER TO THE CONSTRUCTION MANAGER UPON COMPLETION OF THE PROJECT.

16. THE PLANS SHOW SOME KNOWN SUBSURFACE STRUCTURES, ABOVE GROUND STRUCTURES AND/OR EXISTING UTILITIES BELIEVED TO BE IN THE WORKING AREA. IT IS THE RESPONSIBILITY OF THE SUBCONTRACTOR TO VERIFY ALL UTILITIES, PIPELINES AND OTHER STRUCTURES SHOWN OR NOT SHOWN ON THESE PLANS. THE SUBCONTRACTOR SHALL CONTACT THE LOCAL LOCATE SERVICE BEFORE DIGGING OR DRILLING. ANY DAMAGE TO EXISTING UTILITIES SHALL BE REPAIRED TO THE SATISFACTION OF THE OWNER AND ENGINEER AT THE SUBCONTRACTOR'S EXPENSE.

GENERAL PROJECT NOTES:

1. THIS PROPOSAL IS FOR THE ADDITION OF A NEW GENERATOR ON A NEW CONCRETE PAD TO AN EXISTING UNMANNED TELECOMMUNICATIONS FACILITY CONSISTING OF AN EQUIPMENT SHELTER/PLATFORM AND TOWER.

2. THE PROPOSED FACILITY WILL BE UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SEWER SERVICE.

3. THE PROPOSED FACILITY IS UNMANNED AND IS NOT FOR HUMAN HABITAT. (NO HANDICAP ACCESS IS REQUIRED)

4. OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION, APPROXIMATELY 2 TIMES PER MONTH BY AT&T TECHNICIANS.

5. OUTDOOR STORAGE AND SOLID WASTE CONTAINERS ARE NOT PROPOSED.

6. ALL MATERIAL SHALL BE FURNISHED AND WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.

7. SUBCONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY DAMAGE CAUSED BY THE CONSTRUCTION OPERATION.

8. SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTION REQUIRED FOR CONSTRUCTION.

9. SUBCONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.

ELECTRICAL NOTES:

A. GENERAL

1. COORDINATE LOCATION AND POWER REQUIREMENTS OF ALL EQUIPMENT WITH AT&T AND EQUIPMENT SUPPLIER PRIOR TO INSTALLATION.

2. COORDINATE LOCATION AND REQUIREMENTS FOR ELECTRICAL AND TELEPHONE SERVICES WITH THE PROPERTY REPRESENTATIVE, AT&T AND UTILITY COMPANIES. ROUTING OF CONDUITS MAY BE MODIFIED TO MEET SITE REQUIREMENTS. EXACT CONDUIT ROUTING TO BE DETERMINED IN THE FIELD.

3. ALL WIRING AND EQUIPMENT SHOWN ON ELECTRICAL SHEETS SHALL BE FURNISHED AND INSTALLED UNDER ELECTRICAL PORTION OF CONTRACT UNLESS OTHERWISE NOTED

4. UNINTERRUPTED ELECTRICAL SERVICE FOR EXISTING EQUIPMENT SHALL BE MAINTAINED DURING THE INSTALLATION OF THE WORK DESCRIBED UNDER THESE DOCUMENTS. TEMPORARY EQUIPMENT, CABLES AND WHATEVER ELSE IS NECESSARY SHALL BE PROVIDED AS REQUIRED TO MAINTAIN ELECTRICAL SERVICE. TEMPORARY SERVICE FACILITIES, IF REQUIRED AT ANY TIME, SHALL NOT BE DISCONNECTED OR REMOVED UNTIL NEW SERVICE EQUIPMENT IS IN PROPER OPERATION. IF ANY SERVICE OR SYSTEM MUST BE INTERRUPTED, THE CONTRACTOR SHALL REQUEST PERMISSION IN WRITING STATING THE DATE, TIME, ETC. THE SERVICE WILL BE INTERRUPTED AND THE AREAS AFFECTED. THIS REQUEST SHALL BE MADE IN SUFFICIENT TIME FOR PROPER ARRANGEMENTS TO BE MADE. WRITTEN PERMISSION SHALL BE OBTAINED FROM THE OWNER BEFORE INTERRUPTING ELECTRICAL SERVICE.

5. COORDINATE NEW WORK WITH OTHER TRADES AND VERIFY EXISTING CONDITIONS TO AVOID INTERFERENCE. IN CASE OF INTERFERENCE, AT&T'S REPRESENTATIVE WILL DECIDE WHICH WORK IS TO BE RELOCATED, REGARDLESS OF WHICH WAS FIRST INSTALLED.

6. THE INSTALLATION MUST COMPLY WITH NEC AND ALL FEDERAL, STATE AND LOCAL RULES AND REGULATIONS.

7. THE DRAWINGS ARE DIAGRAMMATIC AND INDICATE THE GENERAL ARRANGEMENT OF SYSTEMS AND EQUIPMENT UNLESS OTHERWISE DEFINED BY DIMENSIONS OR DETAILS. EXACT EQUIPMENT LOCATIONS AND RACEWAY ROUTING SHALL BE GOVERNED BY ACTUAL FIELD CONDITIONS AND/OR DIRECTIONS FROM AT&T'S REPRESENTATIVE.

8. CONTRACTOR SHALL PAY ALL PERMITS AND FEES REQUIRED.

9. ALL MATERIALS SHALL BE FURNISHED AND WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE APPLICABLE SECTIONS OF THE STANDARDS REFERENCED BELOW:

- a. ANSI (AMERICAN NATIONAL STANDARDS INSTITUTE)
- b. ASTM (AMERICAN SOCIETY FOR TESTING MATERIALS)
- c. ETL (ELECTRICAL TESTING LABORATORY)
- d. ICEA (INSULATED CABLE ENGINEERS ASSOCIATION)
- e. IEEE (INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS)
- f. MBFU (NATIONAL BOARD OF FIRE UNDERWRITERS)
- g. NESC (NATIONAL ELECTRICAL SAFETY CODE)
- h. NEMA (NATIONAL ELECTRICAL MANUFACTURER'S ASSOCIATION)
- i. NFPA (NATIONAL FIRE PROTECTION ASSOCIATION)
- j. UL (UNDERWRITER'S LABORATORY)
- k. NEC (NATIONAL ELECTRICAL CODE)

10. CONTRACTOR SHALL REVIEW PLANS, DETAILS AND SPECIFICATIONS IN DETAIL AND ADJUST WORK TO CONFORM WITH ACTUAL SITE CONDITIONS SO THAT ELECTRICAL DEVICES AND EQUIPMENT WILL BE LOCATED AND READILY ACCESSIBLE. QUANTITIES LISTED IN MATERIAL LISTS ON THE DRAWINGS ARE FOR INFORMATION ONLY. THE CONTRACTOR SHALL PROVIDE HIS OWN TAKEOFF FOR MATERIAL QUANTITY AND TYPES BASED ON ACTUAL SITE CONDITIONS, IN ADDITION, CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS TO INSTALL EQUIPMENT FURNISHED BY AT&T OR ITS SUPPLIERS. ALL ITEMS NOT SPECIFICALLY MENTIONED HEREIN OR SHOWN ON THE DRAWINGS, BUT WHICH ARE OBVIOUSLY NECESSARY TO MAKE A COMPLETE WORKING INSTALLATION, SHALL BE INCLUDED.

11. THE CONTRACTOR OR BIDDER SHALL BEAR THE RESPONSIBILITY OF NOTIFYING (IN WRITING) AT&T'S REPRESENTATIVE OF ANY CONFLICTS PRIOR TO THE SUBMISSION OF CONTRACTOR'S PROPOSAL OR PERFORMANCE OF WORK, IN THE EVENT OF DISCREPANCIES THE CONTRACTOR SHALL PRICE THE MORE COSTLY OR EXTENSIVE WORK, UNLESS DIRECTED IN WRITING OTHERWISE.

ELECTRICAL NOTES:

12. ALL FLOORS WHERE PENETRATIONS ARE REQUIRED IN BUILDING ARE TO BE CORE DRILLED AND THEN FIREPROOFED.

B. WIRING/CONDUIT

1. PROVIDE PULL BOXES AND JUNCTION BOXES WHERE SHOWN OR AS REQUIRED BY CODE SUCH THAT NO MORE THAN THE EQUIVALENT OF FOUR QUARTER BENDS (360 DEGREES TOTAL) EXIST IN A CONDUIT RUN.

2. ALL POWER AND CONTROL/INDICATION WIRING SHALL BE TYPE THHN/THWN 600V RATED 75 DEGREES CELSIUS, UNLESS NOTED OTHERWISE.

3. CONDUIT BENDS SHALL BE MADE IN ACCORDANCE WITH NEC TABLE 346-10. NO RIGHT ANGLE DEVICE OTHER THAN STANDARD CONDUIT ELBOWS WITH 12" MINIMUM INSIDE SWEEPS FOR ALL CONDUITS 2" OR LARGER.

4. POWER WIRING SIZE SHALL NOT BE SMALLER THAN #12 AWG.

5. ALL WIRING SHALL BE COPPER. ALUMINUM WILL NOT BE ACCEPTABLE ALL POWER CIRCUITS SHALL CONTAIN A GROUND WIRE.

6. PHASE MARKINGS TO BE USED AT POWER CONDUCTOR TERMINATIONS.

7. CONTRACTOR SHALL ENSURE INTEGRITY IS MAINTAINED WHEN INSTALLING CONDUIT AND WIRING.

8. INSTALL PULL STRING IN ALL CONDUIT.

9. FOR ROOFTOP INSTALLS AND BUILD-OUTS, CONDUITS INSIDE BUILDING AND ON ROOF SHALL BE RGS, UNLESS OTHERWISE NOTED. FOR RAW LAND SITES AND CO-LOCATES, PVC SCHEDULE 80 SHALL BE UTILIZED UNLESS NOTED OTHERWISE.

10. MAINTAIN MINIMUM 1'-0" VERTICAL AND 1'-0" HORIZONTAL SEPARATIONS FROM ANY MECHANICAL GAS PIPING.

11. ALL WIRING ROUTED IN PLENUM TO BE RATED OR IN METALLIC FLEX (LIQUIDTITE) CONDUIT.

C. EQUIPMENT

1. EQUIPMENT/PARTS CONNECTED TO EXISTING PANELS, DUCTS, ETC. SHALL MATCH THE CHARACTERISTICS (A/C, V, A) OF THAT EQUIPMENT.

2. ALL ELECTRICAL EQUIPMENT OUTSIDE SHALL BE NEMA 3R RATED.

D. GROUNDING

1. ALL GROUND CONNECTIONS TO BUILDING SHALL BE MADE USING TWO-HOLE CONNECTORS. PROVIDE STAINLESS STEEL BOLTS AND LOCK WASHERS ON ALL MECHANICAL GROUND CONNECTIONS.

2. ALL EQUIPMENT SURFACES TO BE BONDED TO GROUNDING SYSTEM SHALL BE STRIPPED OF ALL PAINT AND DIRT AT ANY POINT OF CONNECTION. CONNECTIONS TO VARIOUS METALS SHALL BE OF A TYPE AS TO PREVENT A GALVANIC OR CORROSIVE REACTION. AREA SHALL BE REPAINTED FOLLOWING BONDING.

3. ANY METALLIC ITEM WITHIN 6' OF ANY EQUIPMENT OR METALLIC INFRASTRUCTURE (RACKS, CABLE TRAY.. ETC.) OR GROUND CONDUCTORS MUST BE CONNECTED TO THE GROUNDING SYSTEM PER AT&T STANDARDS.

4. EXTERIOR, ABOVE GRADE GROUND CONNECTIONS SHALL BE FURNISHED WITH A LIBERAL PROTECTIVE COATING OF ANTI-OXIDATION COMPOUND.

5. ALL MATERIALS AND LABOR REQUIRED FOR THE GROUNDING SYSTEM AS INDICATED ON THE PLANS AND DETAILS, AND AS DESCRIBED HEREIN SHALL BE FURNISHED BY THE CONTRACTOR UNLESS OTHERWISE NOTED.

6. EXACT LOCATION OF GROUND CONNECTION POINTS SHALL BE DETERMINED IN FIELD. ADJUST LOCATIONS INDICATED ON PLANS ACCORDING TO ACTUAL EQUIPMENT LOCATIONS TO KEEP THE GROUND CONNECTION CABLES AS SHORT AND STRAIGHT AS PRACTICAL.

7. PROVIDE ALL ELECTRICAL SYSTEM AND EQUIPMENT GROUNDS AS REQUIRED BY THE CURRENT EDITION OF THE NATIONAL ELECTRIC CODE, THE CURRENT EDITION OF THE NATIONAL ELECTRICAL SAFETY CODE AND AT&T STANDARDS. BONDING JUMPERS WITH APPROVED GROUND FITTINGS SHALL BE INSTALLED AT ALL RACEWAYS, EQUIPMENT ENCLOSURES, PULL BOXES, ETC. TO MAINTAIN GROUND CONTINUITY WHERE REQUIRED BY CODE.

8. ALL BURIED EQUIPMENT GROUND CONDUCTORS SHALL BE #2 AWG BARE, TINNED, SOLID COPPER UNLESS NOTED OTHERWISE ON THE DRAWINGS.

E. INSPECTION/DOCUMENTATION

1. THE CONTRACTOR, UPON COMPLETION OF HIS WORK, SHALL PROVIDE AS-BUILT DRAWINGS. INFORMATION SHOULD BE GIVEN TO THE GENERAL CONTRACTOR FOR INCLUSION IN FINAL AS-BUILT SURVEY DOCUMENTS TO BE GIVEN TO THE OWNER.

2. CONTRACTOR SHALL SUPPLY DOCUMENTATION ATTESTING TO THE COMPLETE GROUND SYSTEM'S RESISTANCE TO GROUND (MAX. 5 OHMS).

3. AN ELECTRICAL INSPECTION SHALL BE MADE BY AN INSPECTING AGENCY APPROVED BY AT&T'S REPRESENTATIVE. CONTRACTOR SHALL COORDINATE ALL INSPECTIONS AND OBTAIN POWER COMPANY APPROVAL.

4. CONTRACTOR SHALL HAVE ATS AND GENERATOR RELAY INSTALLATION AND CONNECTIONS INSPECTED BY OTHERS TO ENSURE THAT UL LISTING FOR THAT EQUIPMENT IS NOT VOIDED.



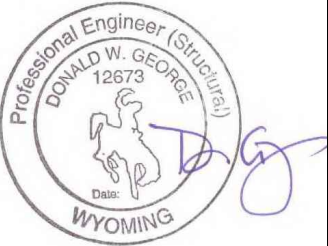
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REV	DATE	DESCRIPTION	INT
2	08/09/23	COVER UPDATE	JAD
1	03/18/21	REVISED TO ADD CMU ENCLOSURE	JAD
0	03/03/21	ISSUED FOR CONSTRUCTION	JCM

CHECKED BY: GGD

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SITE INFORMATION:
ZOD_ALLTEL_
WY01_CODYDT

10139354
GENERATOR INSTALLATION
PROJECT

1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:

GENERAL NOTES

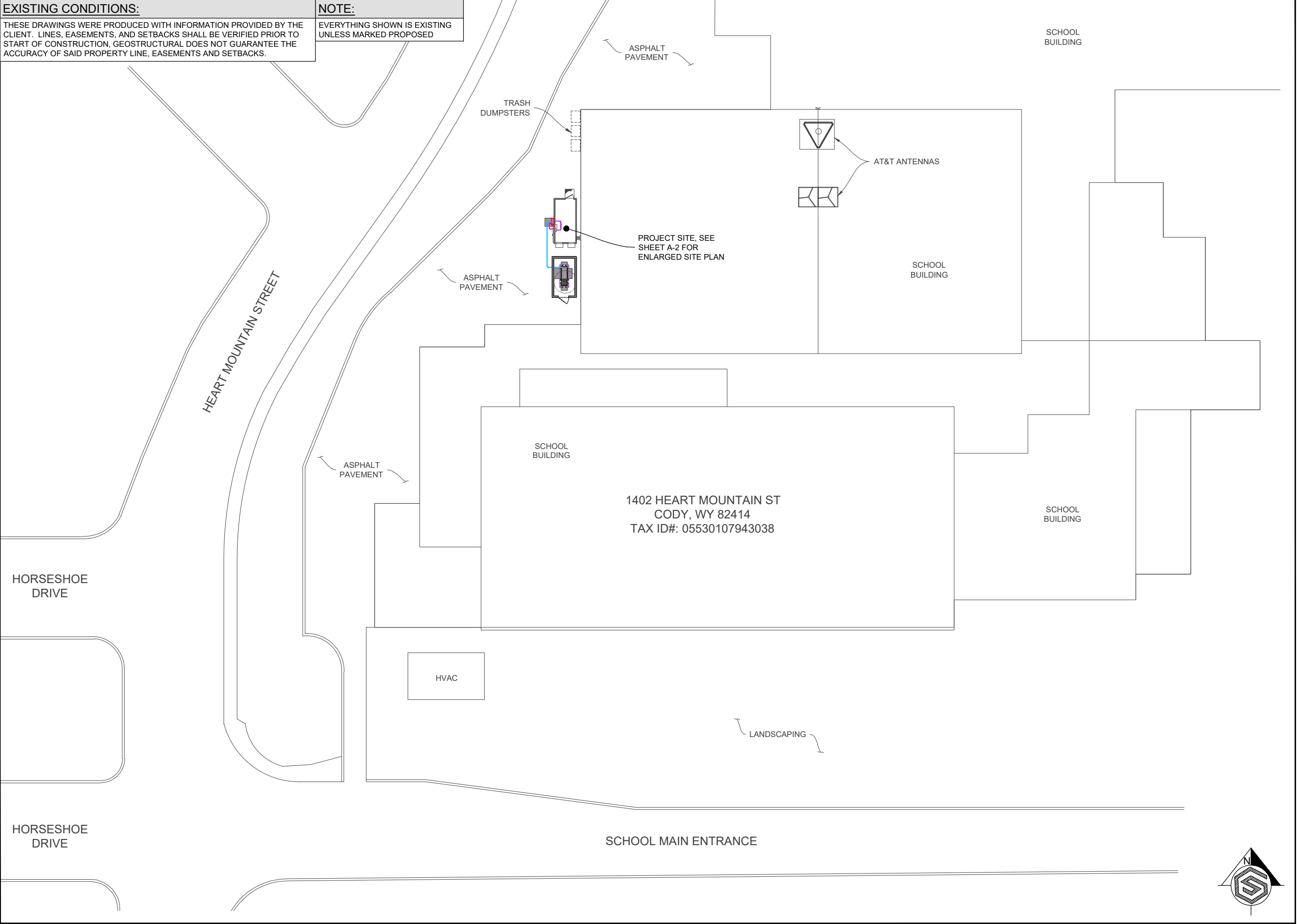
SHEET NUMBER:
N-1

EXISTING CONDITIONS:

THESE DRAWINGS WERE PRODUCED WITH INFORMATION PROVIDED BY THE CLIENT. LINES, EASEMENTS, AND SETBACKS SHALL BE VERIFIED PRIOR TO START OF CONSTRUCTION, GEOSTRUCTURAL DOES NOT GUARANTEE THE ACCURACY OF SAID PROPERTY LINE, EASEMENTS AND SETBACKS.

NOTE:

EVERYTHING SHOWN IS EXISTING UNLESS MARKED PROPOSED



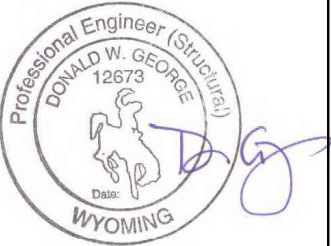
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1402 HEART MOUNTAIN ST
CODY, WY 82414

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OVERALL
SITE PLAN

SHEET NUMBER:
A-1

UTILITY NOTE:

THE UTILITIES AS SHOWN ON THIS SET OF DRAWINGS WERE DEVELOPED FROM RECORD INFORMATION. THE INFORMATION PROVIDED IS IMPLIED NOT INTENDED TO BE A COMPLETE INVENTORY OF THE UTILITIES IN THIS AREA. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION OF ALL UTILITIES (WHETHER SHOWN OR NOT) AND PROTECT SAID UTILITIES FROM ANY DAMAGE CAUSED BY CONTRACTOR'S ACTIVITIES.

EXISTING CONDITIONS:

THESE DRAWINGS WERE PRODUCED WITH INFORMATION PROVIDED BY THE CLIENT. LINES, EASEMENTS, AND SETBACKS SHALL BE VERIFIED PRIOR TO START OF CONSTRUCTION. GEOSTRUCTURAL DOES NOT GUARANTEE THE ACCURACY OF SAID PROPERTY LINE, EASEMENTS AND SETBACKS.

SCOPE OF WORK DETAILS:

GENERAL:

- NEW KOHLER DIESEL GENERATOR PROVIDED BY GENERAL DYNAMICS & INSTALLED BY GENERAL CONTRACTOR. SEE SHEETS E-4.0, E-4.1, E-4.2.
- NEW CONCRETE PAD PROVIDED & INSTALLED BY GENERAL CONTRACTOR. SEE SHEET S-1.
- NEW KOHLER AUTOMATIC TRANSFER SWITCH PROVIDED BY GENERAL DYNAMICS & INSTALLED BY CONTRACTOR. SEE SHEETS S-2, E-5.0, E-5.1.
- NEW CMU BLOCK WALL, COMPOUND & GATE PROVIDED & INSTALLED BY GENERAL CONTRACTOR. SEE SHEETS S-3, S-4.
- CONTRACTOR TO VERIFY ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL RESTORE & REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION.
- INNER AND OUTER TANK TESTING DOCUMENTATION SHALL BE PROVIDED ONCE TANK IS IN PLACE ON SITE IN ACCORDANCE WITH NFPA 30.
- A CALIBRATION CHART OF PERMANENT AND DURABLE CONSTRUCTION SHALL BE LOCATED AT THE FILL BOX.

CONDUITS:

- INSTALL PULL STRING IN EACH CONDUIT.
- (1) NEW 2" AND (1) NEW 1" ELECTRICAL CONDUIT WITH CONDUCTORS TO BE INSTALLED FROM NEW GENERATOR TO NEW ATS. CONDUIT PROVIDED AND INSTALLED BY GENERAL CONTRACTOR. SEE SHEETS E-1, E-2.
- (2) NEW 1" ELECTRICAL CONDUITS WITH CONDUCTORS TO BE INSTALLED FROM NEW GENERATOR TO AC PANEL. CONDUIT PROVIDED & INSTALLED BY GENERAL CONTRACTOR. SEE SHEETS E-1, E-2.
- (1) NEW 1" ALARM CONDUIT & CABLEING PROVIDED & INSTALLED BY GENERAL CONTRACTOR. SEE SHEETS E-1, E-2.

GROUNDING:

- NEW EXOTHERMIC CONNECTION FROM EXISTING GROUND RING TO NEW MECHANICAL CONNECTION AT GENERATOR CHASSIS. GENERAL CONTRACTOR TO VERIFY LOCATION IN FIELD. LOCATE GROUND RODS NO MORE THAN 8'-0" APART. SEE SHEET E-3.

H-FRAME:

- CONTRACTOR TO PROVIDE NEW H-FRAME FOR ATS INSTALLATION (IF REQUIRED). MATCH EXISTING H-FRAME MATERIAL FOR CONSTRUCTION OF NEW H-FRAME. SEE SHEET S-2.

POWER ROUTING KEYED NOTES:

M/D	EXISTING AT&T METER AND DISCONNECT
INT	INTERCEPT EXISTING CONDUIT AND CONDUCTORS AND RE-ROUTE THROUGH PROPOSED ATS (~15'). COORDINATE PATH WITH CONSTRUCTION MANAGER
AC	EXISTING AC LOAD CENTER
CON	PROPOSED AT&T UNDERGROUND GENERATOR CONDUIT ROUTE (~35'). CONTRACTOR TO LOCATE EXISTING UTILITIES PRIOR TO EXCAVATION. SEE SHEETS E-1, E-2.

SEE SHEET E-1 FOR SINGLE LINE DIAGRAM.

GENERATOR KEYED NOTES:

GEN	PROPOSED AT&T 30KW DIESEL GENERATOR w/ SOUND ATTENUATED ENCLOSURE, NORMAL/EMERGENCY TANK VENTING AND BASE FUEL TANK ON A CONCRETE PAD. SEE SHEETS S-1, S-2, E-3.
1	FUEL FILL SHALL BE PROVIDED WITH SPILL CONTROL, WITH A SOLID FILL CONNECTION, AND WITH OVERFILL PREVENTION
2	FUEL TANK NORMAL AND EMERGENCY VENTS SHALL TERMINATE AT LEAST 12'-0" ABOVE THE ADJACENT GRADE. SEE SHEET S-2.
3	NFPA 704 PLACARD AND OTHER SIGNAGE. SEE SHEET E-4.2.

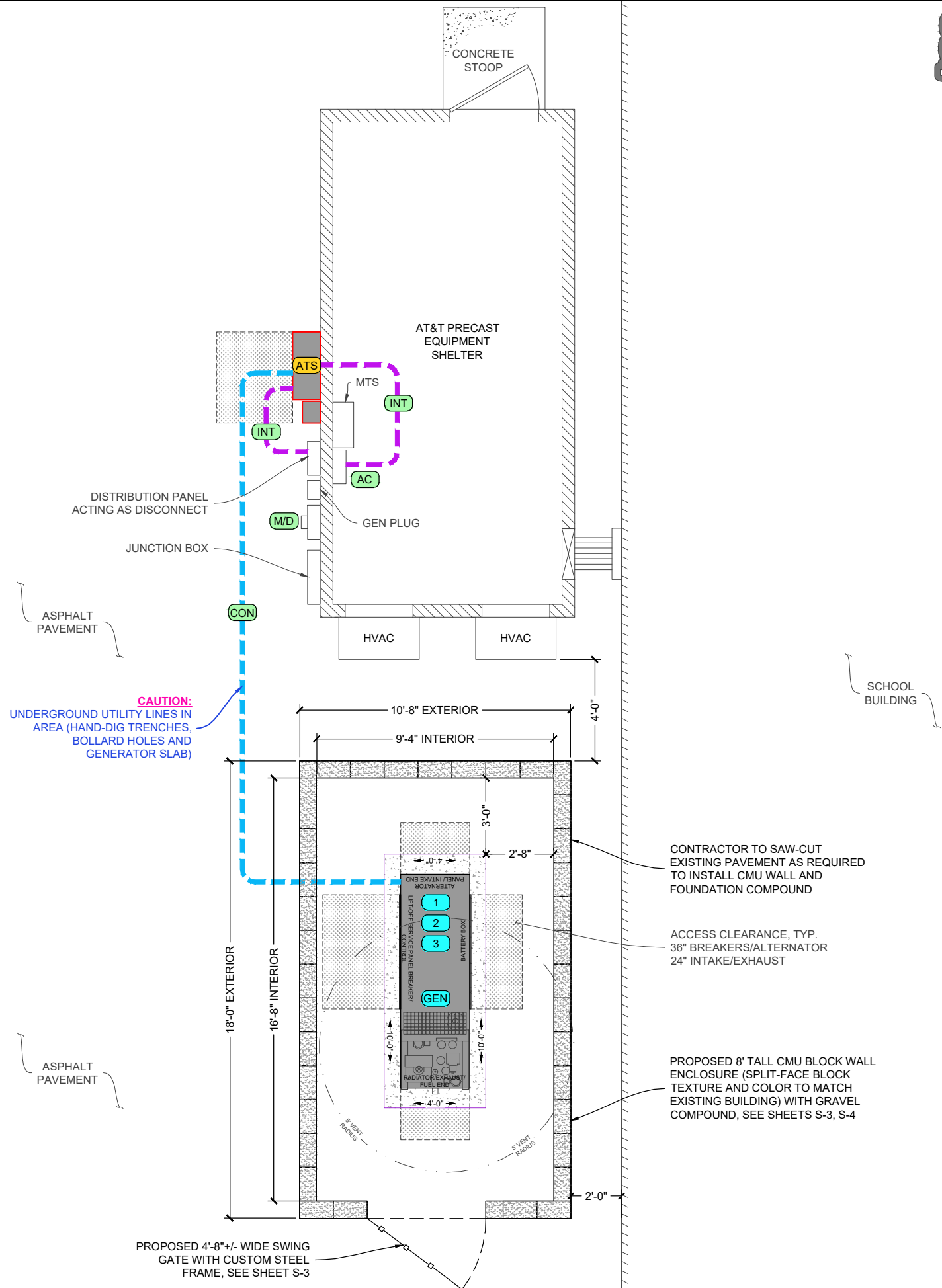
ATS / EQUIPMENT KEYED NOTES:

ATS PROPOSED ATS w/ CAMLOCK MOUNTED ON SHELTER EXTERIOR WALL WITH 36" FRONT CLEARANCE. SEE SHEET S-2.

NOTE:

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ENLARGED SITE PLAN



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1402 HEART MOUNTAIN ST
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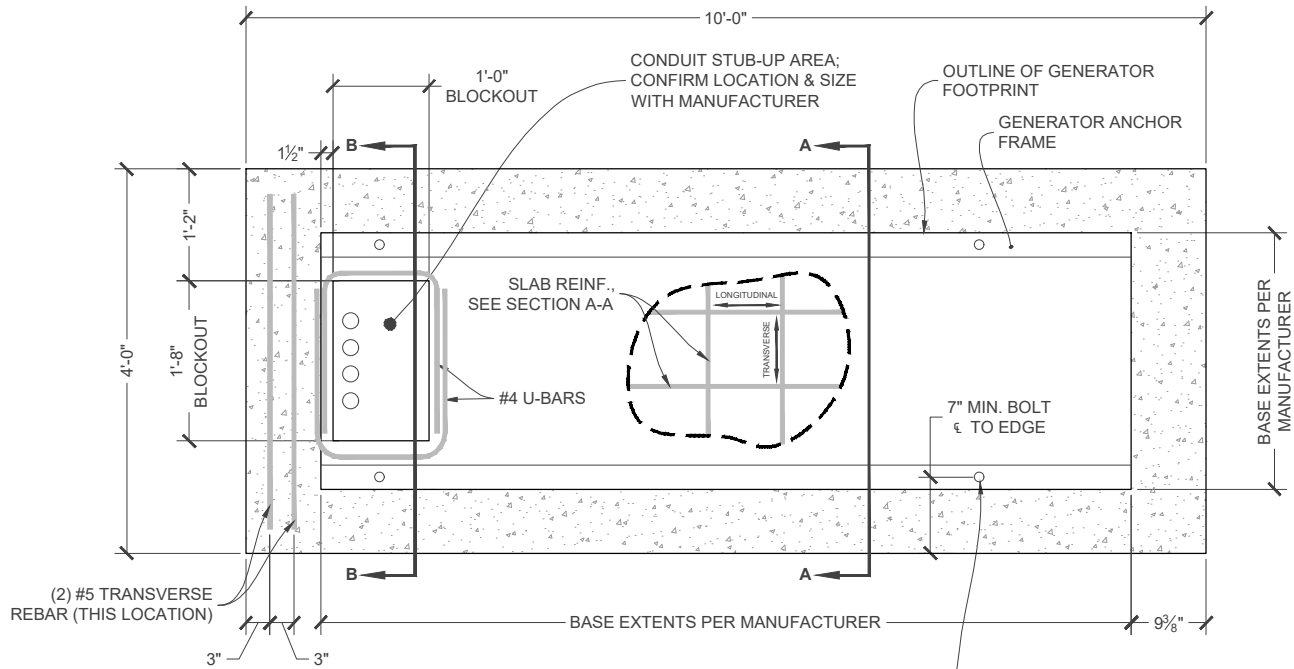
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**ENLARGED
SITE PLAN**

SHEET NUMBER:

A-2

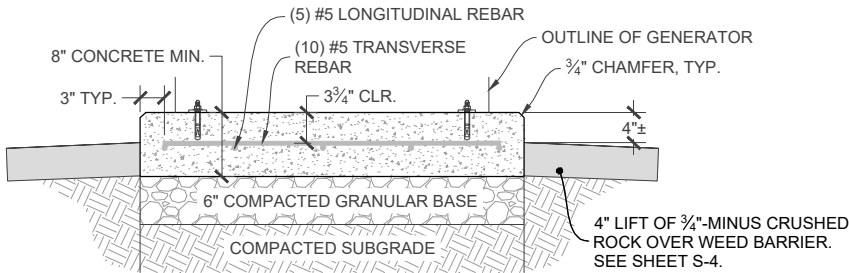
SCALE: 1" = 5'-0" (11x17)

1

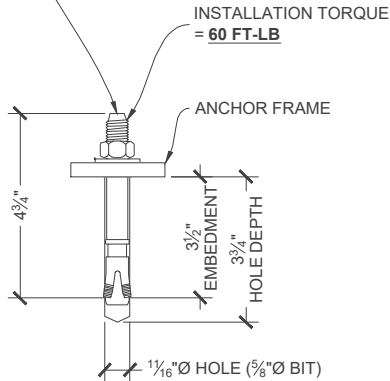


GENERATOR PAD DETAIL
SCALE: 1/2" = 1'-0"

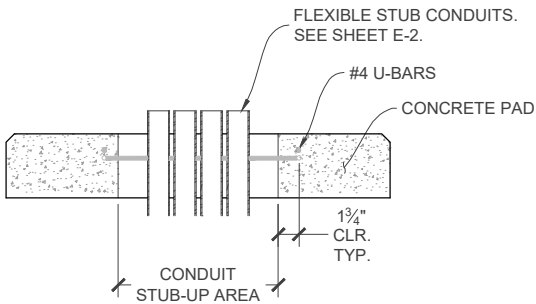
(4) 5/8"Ø x 3 1/2" EMBED HILTI KWIK BOLT TZ STAINLESS STEEL EXPANSION ANCHOR (OR APPROVED EQUAL). REFERENCE ICC-ES ESR-1917 REPORT.



GENERATOR PAD - SECTION A-A
SCALE: 1/2" = 1'-0"



TYPICAL ANCHOR



GENERATOR PAD - SECTION B-B
SCALE: 1/2" = 1'-0"

STRUCTURAL DESIGN NOTES:

ALL LOADS DERIVED FROM REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE, ASCE 7 & ANSI TIA-222.
BUILDING & COMMUNICATION STRUCTURES: (44.5226° / -109.0596°)

- WIND LOADS: IBC 2018 & ASCE 7-16
V = 107 MPH ULTIMATE WIND SPEED
STRUCTURE CLASS = II; EXPOSURE CATEGORY = C; TOPOGRAPHIC CATEGORY = 1.
IMPORTANCE FACTOR = 1.0.
- SEISMIC LOADS: IBC 2018 & ASCE 7-16
STRUCTURE CLASS = II; SITE CLASS = D.
S_s = 0.333 ; S₁ = 0.105 ; S_{0.5} = 0.34

CONCRETE NOTES:

- PRIOR TO EXCAVATION, CHECK THE AREA FOR UNDERGROUND FACILITIES.
- ALL CONCRETE SHALL BE IN ACCORDANCE WITH CHAPTER 19 OF THE IBC & ACI 318, "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE", LATEST EDITION & HAVE THE FOLLOWING PROPERTIES:
A MINIMUM 28-DAY COMPRESSIVE STRENGTH (f_c) OF 4,000 PSI.
B CEMENT SHALL BE "LOW-ALKALI" TYPE IIA (MODERATE SULFATE RESISTANCE, AIR ENTRAINING) CONFORMING TO ASTM C150.
C MAXIMUM WATER/CEMENT RATIO OF 0.45 AND AIR-ENTRAINED 4% TO 7%.
D CONCRETE PROPORTIONING SHALL BE DESIGNED BY AN APPROVED LABORATORY. TOLERANCES IN ACCORDANCE WITH ACI 117. COPIES OF CONCRETE MIX SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW PRIOR TO PLACEMENT.
E ALL AGGREGATE USED IN CONCRETE SHALL CONFORM TO ASTM C33. USE ONLY AGGREGATES KNOWN NOT TO CAUSE EXCESSIVE SHRINKAGE. MAXIMUM AGGREGATE SIZE TO BE 3/4".
F MAXIMUM SLUMP: REFER TO GEOTECHNICAL REPORT WHEN APPLICABLE.
- FORMWORK FOR CONCRETE SHALL CONFORM TO ACI 347. TOLERANCES FOR FINISHED CONCRETE SURFACES SHALL MEET CLASS-C REQUIREMENTS. IN NO CASE SHALL FINISHED CONCRETE SURFACES EXCEED THE FOLLOWING VALUES AS MEASURED FROM NEAT PLAN LINES AND FINISHED GRADES: ± 1/4" VERTICAL, ± 1" HORIZONTAL.
- CHAMFER ALL EXPOSED CORNERS AND FILLET ENTRANT ANGLES 3/4" U.N.O.
- CONCRETE FINISHING: CONCRETE SURFACES SHALL BE FINISHED IN ACCORDANCE WITH ACI. PROVIDE ROUGH FINISH FOR ALL SURFACES NOT EXPOSED TO VIEW AND SMOOTH FINISH FOR ALL OTHERS, U.N.O.
- STEEL REINFORCEMENT AND CONCRETE SHOULD BE PLACED IMMEDIATELY UPON COMPLETION OF THE FOUNDATION EXCAVATION. CONTRACTOR SHALL NOT ALLOW A COLD JOINT TO FORM IN THE CONCRETE. PORTION AT GRADE SHOULD BE FORMED. TEMPORARY CASING MAY BE REQUIRED TO PREVENT CAVING PRIOR TO CONCRETE PLACEMENT.

REINFORCING STEEL NOTES:

- ALL REINFORCING STEEL SHALL CONFORM TO ASTM A615. VERTICAL/HORIZONTAL BARS SHALL BE GRADE 60; TIES OR STIRRUPS SHALL BE A MINIMUM OF GRADE 40. ALL REINFORCING STEEL SHALL HAVE 3" (± 3/8") OF CONCRETE COVER, U.N.O.
- ALL BAR BENDS, HOOKS, SPLICES AND OTHER REINFORCING STEEL SHALL CONFORM TO THE REQUIREMENTS OF ACI 315.
- ALL BARS SHALL BE SPICED WITH A MINIMUM LAP OF 48 BAR DIAMETERS. LAP SPLICES OF DEFORMED BARS IN TENSION ZONES SHALL BE CLASS-B SPLICES. WELDING OF BARS IS NOT PERMITTED.
- AT ALL CORNERS AND WALL INTERSECTIONS, PROVIDE BENT HORIZONTAL BARS TO MATCH THE HORIZONTAL REINFORCING STEEL.
- PROVIDE VERTICAL DOWELS IN FOOTINGS AND AT CONSTRUCTION JOINTS TO MATCH VERTICAL REINFORCING BAR SIZE AND SPACING.
- ACI-APPROVED PLASTIC-COATED BAR CHAIRS OR PRECAST CONCRETE BLOCKS SHALL BE PROVIDED FOR SUPPORT OF ALL GRADE-CAST REINFORCING STEEL & SHALL BE SUFFICIENT IN NUMBER TO PREVENT SAGGING. METAL CLIPS OR SUPPORTS SHALL NOT BE PLACED IN CONTACT WITH THE FORMS OR THE SUB-GRADE.
- DOWELS AND ANCHOR BOLTS SHALL BE WIRED OR OTHERWISE HELD IN CORRECT POSITION PRIOR TO PLACING CONCRETE. IN NO CASE SHALL DOWELS OR ANCHOR BOLTS BE "STABBED" INTO FRESHLY-POURED CONCRETE.

FOUNDATION & SOIL NOTES:

- FOUNDATION DESIGN BASED ON PRESUMPTIVE MINIMUM SOIL PARAMETERS (ALLOWABLE BEARING = 1,000 PSF; ALLOWABLE PASSIVE SLIDING = 100 PSF/FT) IN ACCORDANCE WITH THE IBC.
- THE EXCAVATION SHALL BE INSPECTED PRIOR TO THE PLACEMENT OF CONCRETE AND THE CONTRACTOR SHALL PROVIDE A NOTICE OF INSPECTION FOR THE BUILDING INSPECTOR FOR REVIEW AND RECORDS PURPOSES.
- THE CONTRACTOR SHALL DETERMINE THE MEANS AND METHODS NECESSARY TO SUPPORT THE EXCAVATION DURING CONSTRUCTION.
- ALL FOUNDATIONS TO BE PLACED ON FIRM, UNDISTURBED, INORGANIC MATERIAL. PROOF ROLL SUB-GRADE PRIOR TO PLACING CONCRETE WHERE THE MATERIAL HAS BEEN DISTURBED BY EQUIPMENT. UNACCEPTABLE/DISTURBED MATERIAL SHALL BE OVER-EXCAVATED AND REPLACED WITH "LEAN CONCRETE FILL" OR REPLACED WITH STRUCTURAL BACKFILL.
- STRUCTURAL BACKFILL SHALL BE GRANULAR FREE-DRAINING MATERIAL FREE OF DEBRIS, ORGANICS, REFUSE AND OTHERWISE DELETERIOUS MATERIALS. MATERIAL SHALL BE PLACED IN LIFTS NO GREATER THAN 6" IN DEPTH AND COMPACTED TO 95% OF MAXIMUM DENSITY AS DETERMINED PER ASTM D1557 (MODIFIED PROCTOR).

MECHANICAL ANCHOR NOTES:

- HILTI PRODUCTS MUST BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S PRINTED INSTALLATION INSTRUCTIONS, AS INCLUDED IN THE ADHESIVE PACKAGING.
- CONTRACTOR SHALL AVOID DRILLING HOLES IN VERTICAL/HORIZONTAL REINFORCING BARS.
- HOLES MUST BE WIRE BRUSHED AND BLASTED WITH COMPRESSED AIR PRIOR TO INSTALLATION. TEMPERATURES/METHODS/WORKING TIME/ETC. ARE TO BE IN ACCORDANCE WITH MANUFACTURER SPECIFICATIONS.



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2	08/09/23	COVER UPDATE	JAD
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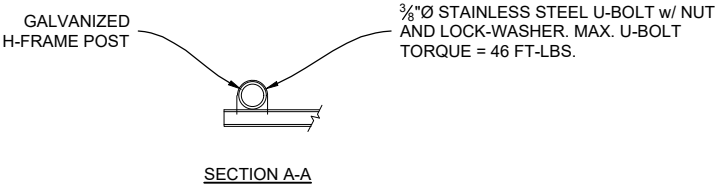
1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:
GENERATOR PAD
DETAILS

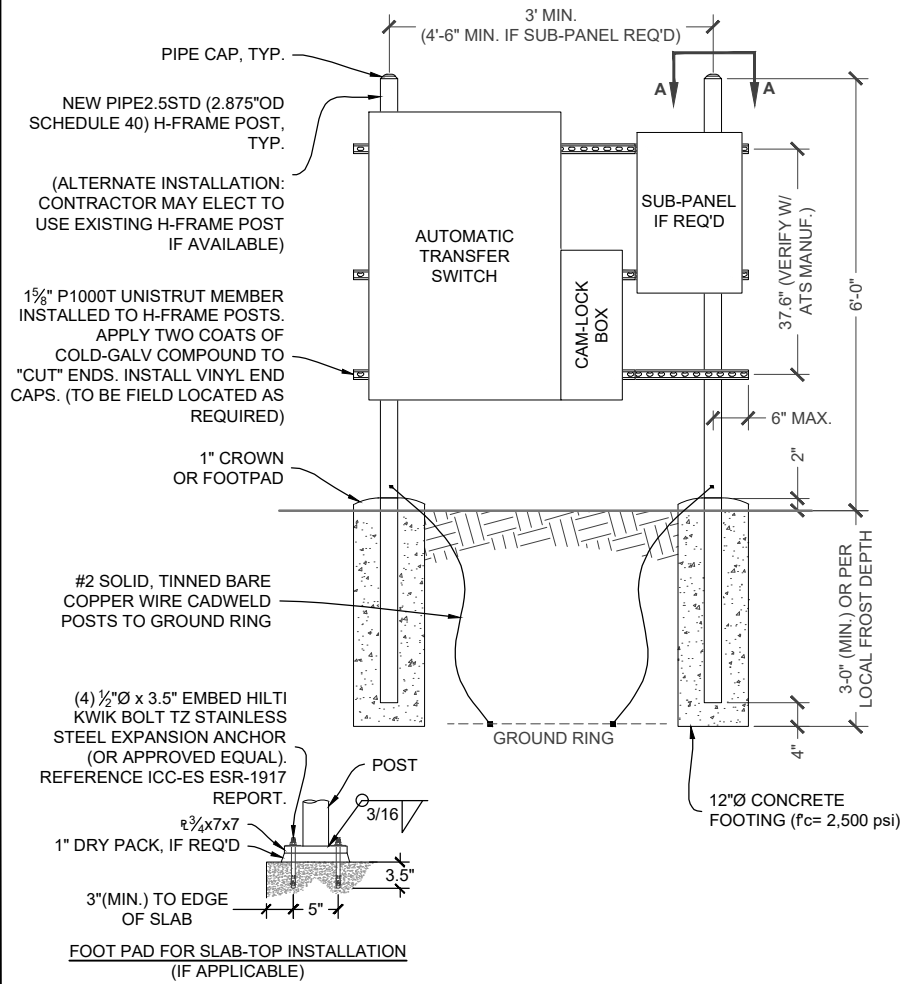
SHEET NUMBER:
S-1

ATS LOCATION NOTE:
ATS LOCATION SHOWN IN PLANS IS THE BEST AVAILABLE BASED ON THE INFORMATION PROVIDED. ALTERNATIVE LOCATION MAY BE REQUIRED AND SHALL BE APPROVED BY CONSTRUCTION MANAGER AND/OR LANDLORD. THIS DETAIL PROVIDES ALTERNATIVE METHODS OF INSTALLATION (NOT ALL DETAILS MAY BE USED).

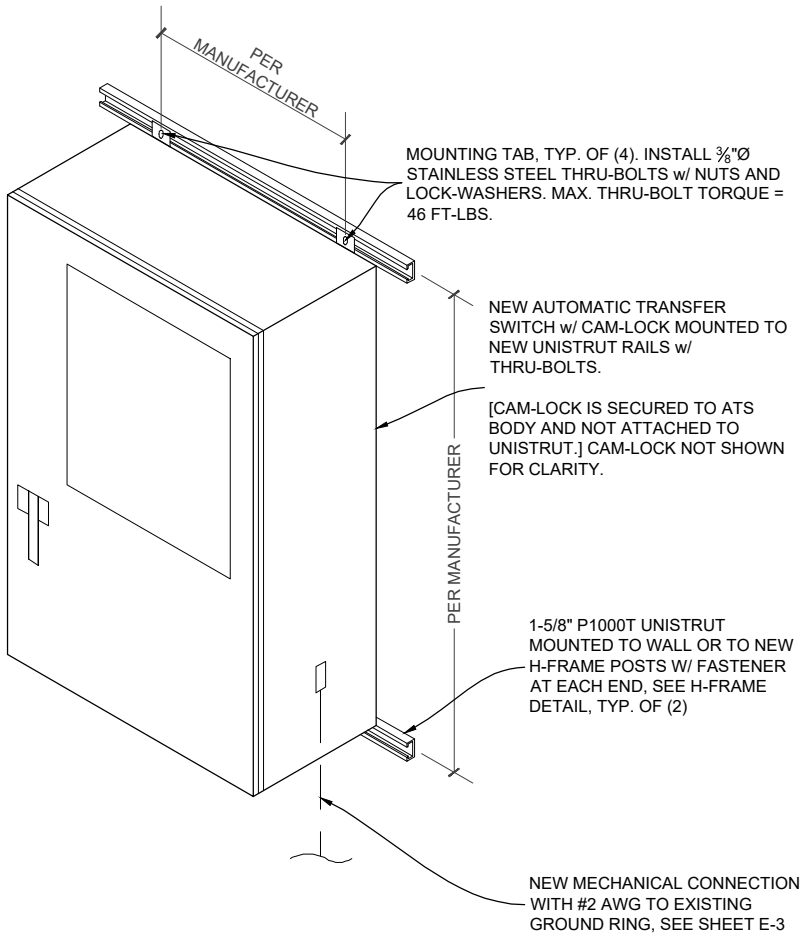


UNISTRUT WALL ATTACHMENT:	
WALL CONSTRUCTION TYPE	FASTENER
HOLLOW, AT STUD	3/8" DIA. x 2-1/2" EMBED LAG SCREW
CONCRETE BLOCK (HOLLOW)	3/8" DIA. HILTI HY-270 WITH SCREEN, MINIMUM EMBEDMENT 2-3/8"
CONCRETE (SOLID)	3/8" DIA. HILTI HY-200, MINIMUM EMBEDMENT 2-3/8"

NOTES:
1. USE GALVANIZED OR STAINLESS STEEL HARDWARE FOR WALL MOUNT AND CONNECTION OF CHANNELS
2. GC SHALL USE NON-SHRINKING CAULK TO WEATHER SEAL ALL PENETRATIONS INTO OR THROUGH WALL

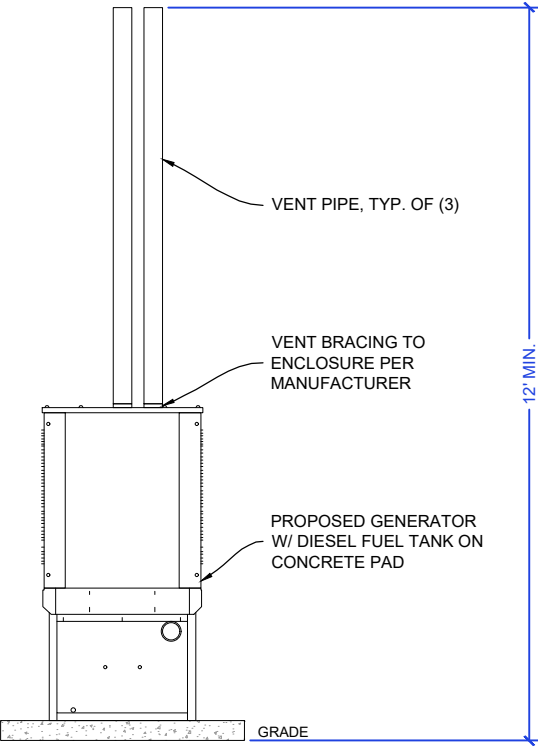


H-FRAME DETAIL



ATS MOUNTING DETAIL

DOUBLE WALL FUEL TANK BASE SPECIFICATION:	
REF: AT&T 30KW GENERATOR PACKAGE UL REGISTRATION NUMBER: MH 18459 UL 142 DOUBLE WALL FUEL TANK BASE SPECIFICATION FUEL TANK BASE CONSTRUCTION:	
+ BE CONSTRUCTED IN ACCORDANCE WITH UNDERWRITERS LABORATORIES STANDARD UL-142. BE CONSTRUCTED IN ACCORDANCE WITH FLAMMABLE COMBUSTIBLE LIQUIDS CODE, NFPA 30; THE STANDARD FOR INSTALLATION USE OF STATIONARY COMBUSTIBLE ENGINE GAS TURBINES, NFPA 37; AND THE STANDARD FOR EMERGENCY STANDBY POWER SYSTEMS, NFPA 110.	
+ ANCHORS MINIMUM (4) 5/8" FOR GEN-SET MOUNTING	
SUB BASE TANK TESTING:	
+ PRIMARY TANK & SECONDARY CONTAINMENT BASIN SECTIONS SHALL BE PRESSURIZED AT 3-5 PSI AND LEAK-CHECKED TO ENSURE INTEGRITY OF SUB BASE WELD SEAMS PER UL-142 STANDARDS	
FUEL FILL: 5 GALLON SPILL CONTAINMENT WITH ALARM	
+ 40% REMAINING FOR ALARM	
+ 20% REMAINING FOR SHUT-DOWN	
FACTORY PRE-SET AT 95% FULL FOR ALARM	
FUEL CONTAINMENT BASIN:	
+ SUB BASE TANK SHALL INCLUDE A WELDED STEEL CONTAINMENT BASIN, SIZED AT A MINIMUM OF 110% OF THE TANK. CAPACITY TO PREVENT ESCAPE OF FUEL INTO THE ENVIRONMENT IN THE EVENT OF A TANK RUPTURE. A FUEL CONTAINMENT BASIN LEAK DETECTOR SWITCH SHALL BE PROVIDED.	



GENERATOR VENTING DETAIL

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PO BOX 2621, BOISE, ID 83701
530.539.4787
CONTACT@GEOSTRUCTURAL.COM
WWW.GEOSTRUCTURAL.COM

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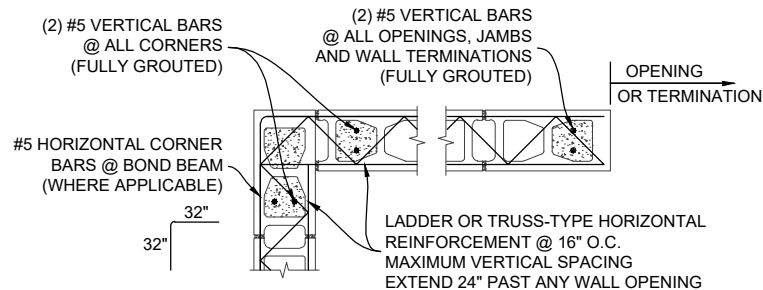
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SITE INFORMATION:
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GENERATOR INSTALLATION PROJECT
1402 HEART MOUNTAIN ST
CODY, WY 82414
JURISDICTION USE:

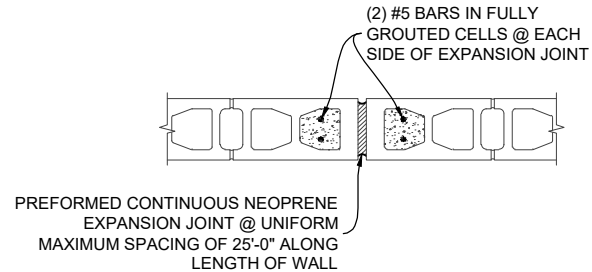
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GENERAL STRUCTURAL DETAILS

SHEET NUMBER:
S-2

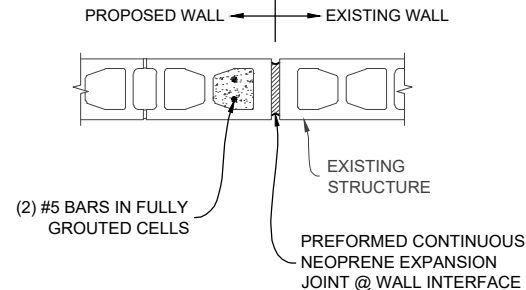
NOTES: ALL WALL REINFORCING SHALL HAVE A MINIMUM LAP OF 32"
ALL HORIZONTAL REINFORCING SHALL EXTEND 24" PAST ANY WALL OPENING



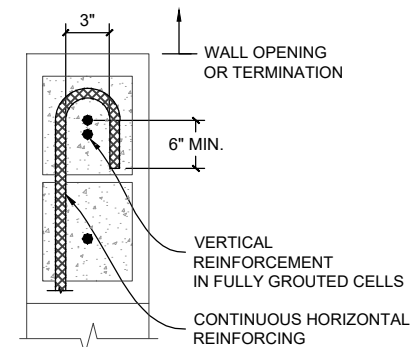
CMU WALL CORNER & JAMB DETAIL



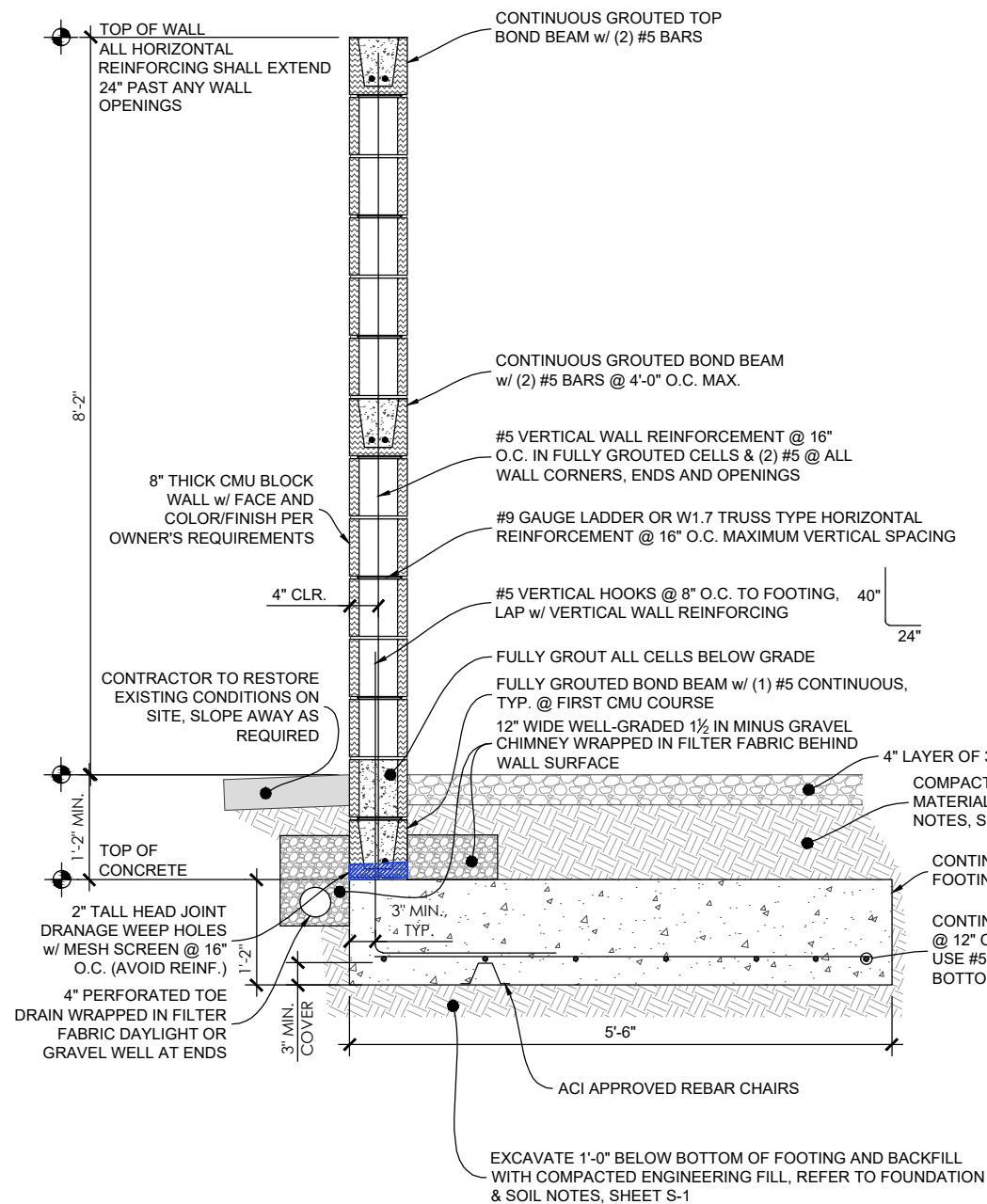
CMU WALL EXPANSION JOINT DETAIL



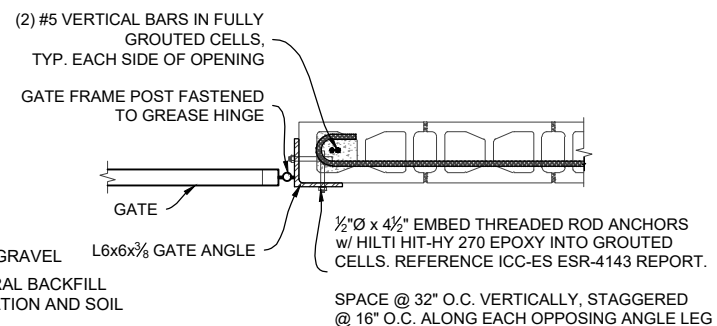
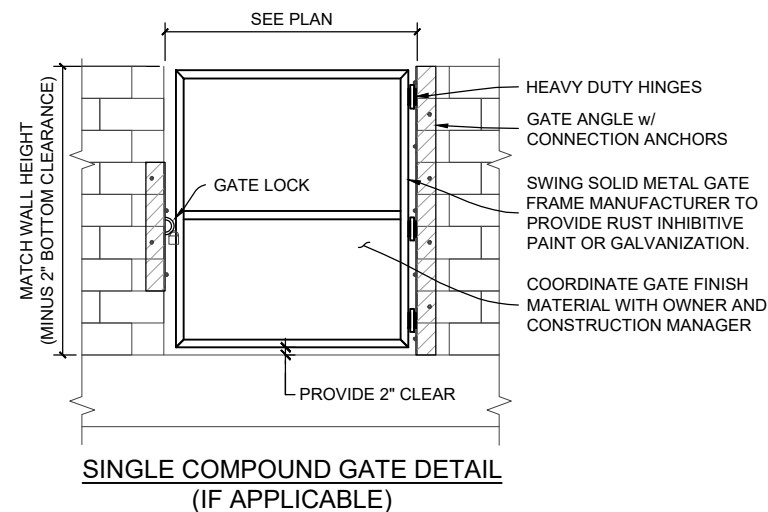
CMU WALL INTERFACE DETAIL
(IF APPLICABLE)



HORIZONTAL HOOK DETAIL



CMU PERIMETER COMPOUND WALL & FOOTING DETAIL



GATE HINGE DETAIL

CONCRETE MASONRY UNIT NOTES:

- CONCRETE MASONRY UNITS (CMU) PER ASTM C90.
 - MINIMUM COMPRESSIVE STRENGTH (f'm) OF 1900 PSI.
 - NOMINAL (ACTUAL) FACE DIMENSIONS, 8"Wx8"Hx16"L (7 5/8"x7 5/8"x15 5/8"). PROVIDE SPECIAL SHAPES AS REQUIRED AT CORNERS, JAMBS, & BOND BEAMS.
 - TYPE I, MOISTURE CONTROLLED, NORMAL-WEIGHT UNITS.
- MORTAR PER ASTM C270
 - EXTERIOR WALLS ABOVE GRADE: TYPE S, 1/4 TO 1/2 PART HYDRATED LIME TO 1 PART PORTLAND CEMENT BY VOLUME.
 - EXTERIOR WALLS AT OR BELOW GRADE: TYPE M, 1/4 PART HYDRATED LIME TO 1 PART PORTLAND CEMENT BY VOLUME.
 - PORTLAND CEMENT: ASTM C150, TYPE I OR II.
 - HYDRATED LIME: ASTM C207, TYPE S.
- GROUT PER ASTM C476
ALL REINFORCEMENT SHALL BE PLACED PRIOR TO GROUTING. VERTICAL BARS SHALL BE HELD IN POSITION AT THEIR TOP AND BOTTOM AND AT INTERVALS OF NOT MORE THAN 200 BAR DIAMETERS. NO "STABBING-IN" OF REINFORCEMENT IS PERMITTED.
- GROUT SOLID ALL BOND BEAMS. RUN REINFORCING AROUND ALL CORNERS WITH APPROPRIATE SPLICES.
- LAYING CMU WALLS:
 - BOND PATTERN: ONE-HALF RUNNING BOND.
 - LAY WALLS WITH 3/8" CONCAVE-TOOLED JOINTS.
- VERTICAL REINFORCEMENT:
 - #5 @ 16" O.C. FULL HEIGHT AT ALL WALLS IN FULLY GROUTED CELLS, U.N.O.
 - #5 @ EACH END OF WALL & EACH SIDE OF WALL OPENINGS IN FULLY GROUTED CELLS.
- HORIZONTAL REINFORCEMENT:
 - TRUSS OR LADDER TYPE (W1.7 OR 9 GA.) @ 16" O.C. MAXIMUM SPACING VERTICALLY.
 - #5 @ TOP AND BOTTOM OF EACH WALL & OPENINGS IN FULLY GROUTED CELLS. PROVIDE (1) #5 HORIZONTAL CORNER/INTERSECTION BAR AT ALL BOND BEAM LEVELS w/ 48 BAR DIAMETER DEVELOPMENT ON EACH END.



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1402 HEART MOUNTAIN ST
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JURISDICTION USE:

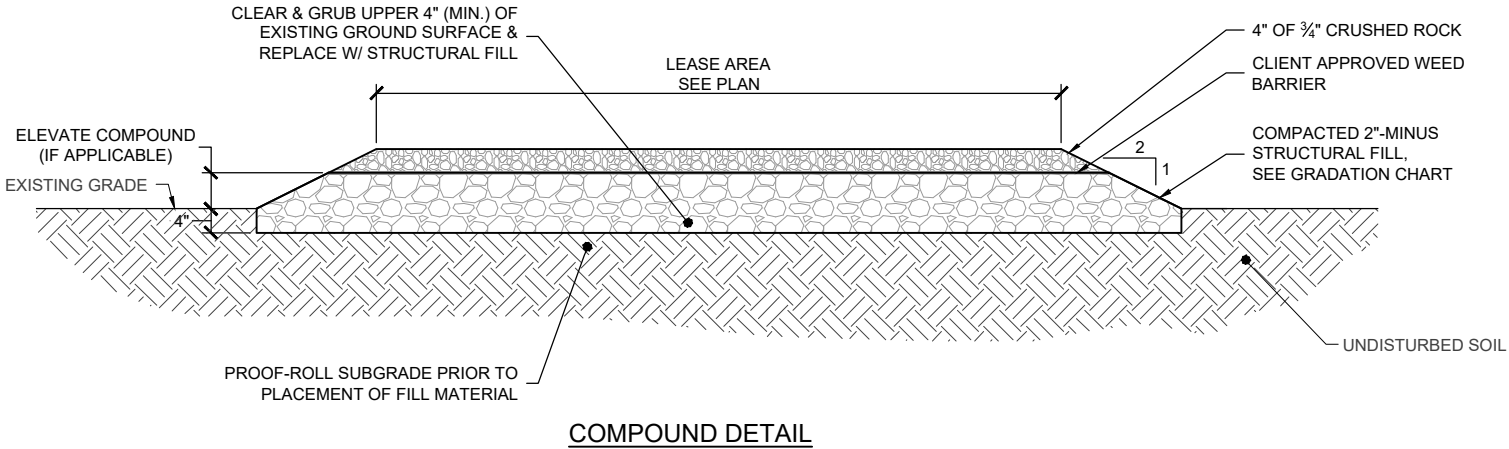
SHEET TITLE:
CMU BLOCK WALL &
GATE DETAILS

SHEET NUMBER:
S-3

AGGREGATE NOTES:	
1	THE AGGREGATE MATERIAL TO BE USED WILL BE PRODUCED FROM SOUND, TOUGH, DURABLE ROCK AND SHALL BE UNIFORM IN QUALITY AND GRADATION. THE CRUSHED MATERIAL WILL BE REASONABLY FREE FROM SOFT OR DISINTEGRATED PIECES, ORGANIC MATERIALS, AND OTHER OBJECTIONABLE MATTER.
2	THE AGGREGATE MATERIAL WILL SHOW A LOSS LESS THAN 35% IN THE LOS ANGELES ABRASION TEST.
3	THE PERCENTAGE OF SOFT PARTICLES, AS DETERMINED BY THE CLAY LUMPS AND FRIABLE PARTICLES [AASHTO T 112], SHALL NOT BE MORE THAN 5%.
4	THE AGGREGATE MATERIAL USED WILL NOT HAVE A SAND EQUIVALENT LESS THAN 30 IF 5% OR MORE OF THE MATERIAL PASSES THE NUMBER 200 SIEVE.
5	80% OF THE GRAVEL (BY WEIGHT) OF THE COMBINED COURSE AGGREGATE SHALL HAVE THREE OR MORE ROUGH ANGULAR SURFACES AND PRODUCED BY CRUSHING OF THE ROCK.
6	THE PLASTICITY INDEX OF THE FINISHED AGGREGATE PRODUCT SHALL NOT EXCEED 6.

COMPACTION NOTE:	
STRUCTURAL FILL SHALL BE GRANULAR FREE-DRAINING MATERIAL FREE OF DEBRIS, ORGANICS, REFUSE AND OTHERWISE DELETERIOUS MATERIALS. MATERIAL SHALL BE PLACED IN LIFTS NO GREATER THAN 12" IN DEPTH AND COMPACTED TO 95% OF MAXIMUM DENSITY AS DETERMINED PER ASTM D1557.	

AGGREGATE GRADATION CHART:		
(% BY WEIGHT PASSING SIEVES)		
SIEVE SIZE	2"-MINUS	¾"-MINUS
2½"	100	-
2"	90-100	-
1"	55-83	100
¾"	-	90-100
No. 4	30-60	40-65
No. 8	-	30-50
No. 30	10-25	-
No. 200	0-8	3-9



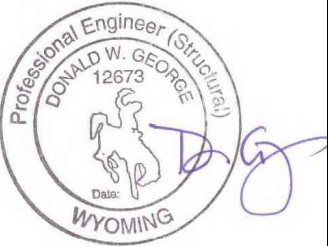
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1402 HEART MOUNTAIN ST
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JURISDICTION USE:

SHEET TITLE:

COMPOUND DETAIL

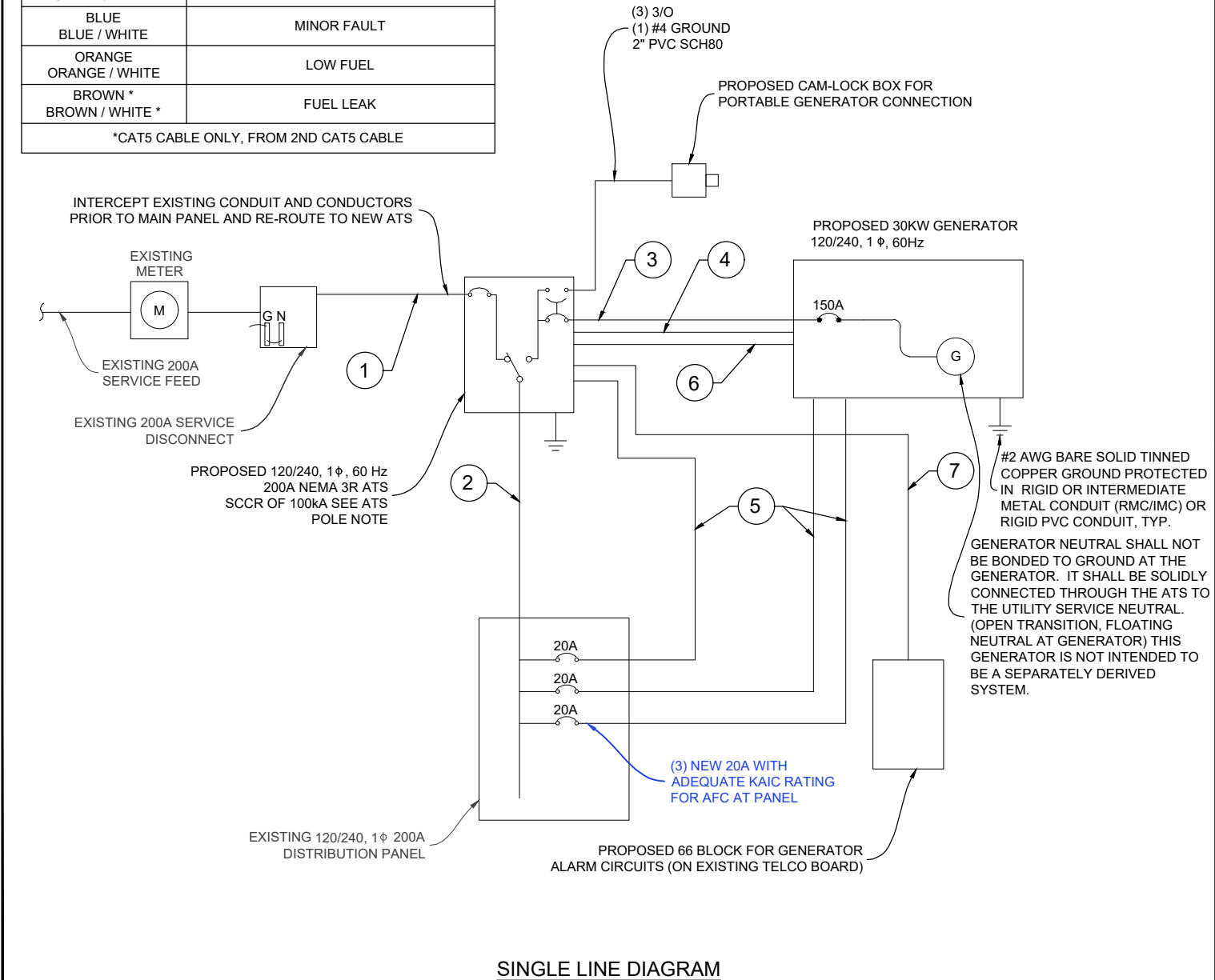
SHEET NUMBER:

S-4

K0

CONDUIT / WIRE SCHEDULE:							NOTE: ALL CONDUCTORS TO BE COPPER UNLESS NOTED OTHERWISE.
NO.	FROM	TO	WIRES	GROUND	CONDUIT SIZE	FUNCTION	
①	NORMAL POWER SOURCE	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	NORMAL POWER FEEDER TO ATS (CUT BACK EXISTING)	
②	AUTOMATIC TRANSFER SWITCH	LOAD CENTER	(3) 3/0	(1) #4	2"	POWER FEEDER FROM ATS TO PANEL	
③	GENERATOR	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	STANDBY POWER FEEDER TO ATS	
④	AUTOMATIC TRANSFER SWITCH	GENERATOR	(2) #10	(1) #10	1"	START CIRCUIT	
⑤	LOAD CENTER (DISTRIBUTION CENTER)	GENERATOR, ATS	(2) #12 (1) #12 (2) #12	(1) #12 (1) #12 (1) #12	1" 1" 1"	CKT FOR GEN BLOCK HEATER & BATTERY HEATER, CKT FOR BATTERY CHARGER, CKT FOR ATS CONTROLS	
⑥	GENERATOR	THROUGH ATS TO ALARM BLOCK	12-PAIR 24 AWG OR 2EA 6-PAIR CAT5	N/A	1"	ALARM CABLES (1) 12 PAIR 24 AWG. PROVIDE 24" OF SLACK CABLE. FINAL PUNCH DOWN IS BY AT&T TECH. LABEL ALL WIRES	
⑦	AUTOMATIC TRANSFER SWITCH	ALARM BLOCK	(2) 12-PAIR 24 AWG OR (2) 6-PAIR CAT5 (1) 1-PAIR 24AWG	N/A	1"	ALARM CABLES (1) 12 PAIR 24 AWG (RUN THRU INTERIOR OF SHELTER OR GROUND EQUIPMENT & INTO ALARM BOX). PROVIDE SINGLE PAIR FOR COMMERCIAL POWER FAIL ALARM. PROVIDE 24" OF SLACK CABLE. FINAL PUNCH DOWN IS BY AT&T TECH. LABEL ALL WIRES	ATS POLE NOTE: PROPOSED ATS/CAMLOCK ARE CONFIGURABLE FOR SINGLE OR THREE PHASE OPERATION. IN SINGLE PHASE INSTALLATIONS, 3-POLE ATS TO BE INSTALLED WITH ONE POLE NOT CONNECTED (UNUSED) AND TO BE CONFIGURED FOR DUAL-POLE USE. NEUTRAL SHALL NOT BE SWITCHED.

ALARM WIRE IDENTIFICATION CHART:	
WIRE	ALARM
BROWN BROWN / WHITE	GENERATOR RUNNING
GREEN GREEN / WHITE	CRITICAL FAULT
BLUE BLUE / WHITE	MINOR FAULT
ORANGE ORANGE / WHITE	LOW FUEL
BROWN * BROWN / WHITE *	FUEL LEAK
*CAT5 CABLE ONLY, FROM 2ND CAT5 CABLE	



- PANEL NOTES:
- CONTRACTOR TO LABEL WIRES WITH P-TOUCH OR SIMILAR LABELS ONLY. ABSOLUTELY NO HANDWRITTEN LABELS.
 - CONTRACTOR SHALL PERFORM A POWER STUDY ON EXISTING AC PANEL PRIOR TO INSTALLING, CHANGING, ALTERING, OR REMOVING ANY BREAKER. NO WORK SHALL BE COMPLETED ON AC PANEL WITHOUT PROPER INSPECTOR OR ENGINEER APPROVED DOCUMENTATION CONFIRMING CAPACITY ON SITE. ALL WORK SHALL CONFORM TO NEC VERSION ENFORCED BY A.H.J. AT TIME OF INSTALLATION.
 - CONTRACTOR SHALL VERIFY THAT THE MAXIMUM DEMAND FOR ALL CONNECTED EQUIPMENT AT THIS SITE AS CALCULATED PER NEC 220 DOES NOT EXCEED THE GENERATOR OUTPUT CIRCUIT BREAKER RATING. (SEE NOTE #4 ALSO.)
 - IF MAXIMUM DEMAND OF GENERATOR OUTPUT CIRCUIT BREAKER RATING AS CALCULATED PER NEC 220 IS CONTINGENT ON THE TWO HVAC UNITS NOT OPERATING CONCURRENTLY, THEN CONTRACTOR SHALL VERIFY THAT THE HVAC LEAD/LAG CONTROLLER IS CONFIGURED TO PREVENT CONCURRENT OPERATION. IF NOT, THEN CONTRACTOR SHALL RECONFIGURE IT AS NEEDED TO PREVENT TRIPPING THE CIRCUIT BREAKER.

CONTRACTOR SHALL NOT SUBMIT BIDS OR PERFORM CONSTRUCTION WORK ON THIS PROJECT WITHOUT ACCESS TO THE CURRENT COMPLETE SET OF DRAWINGS LISTED IN THE TITLE-SHEET INDEX.



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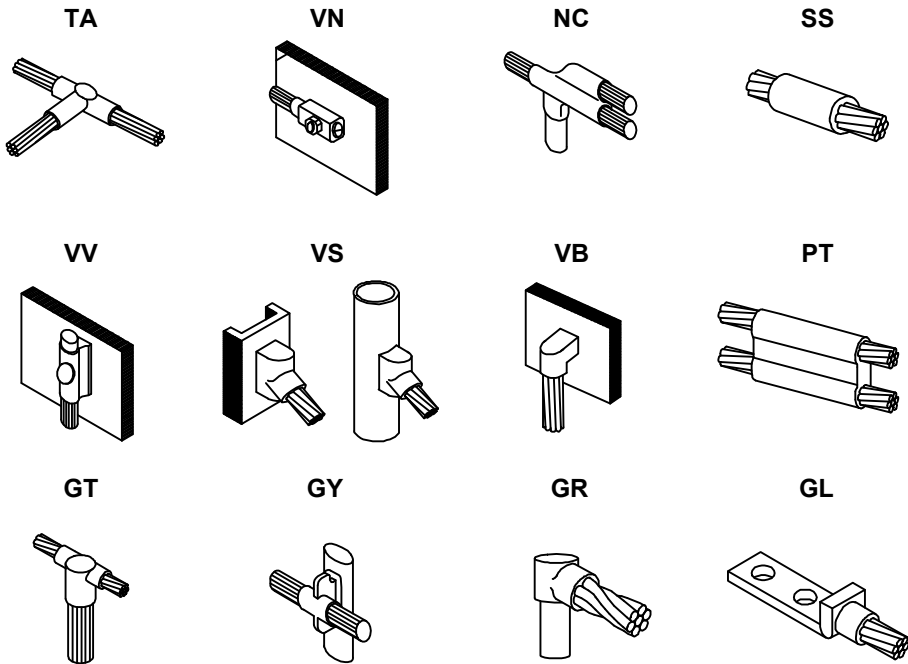
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SHEET TITLE:
ELECTRICAL
DETAILS

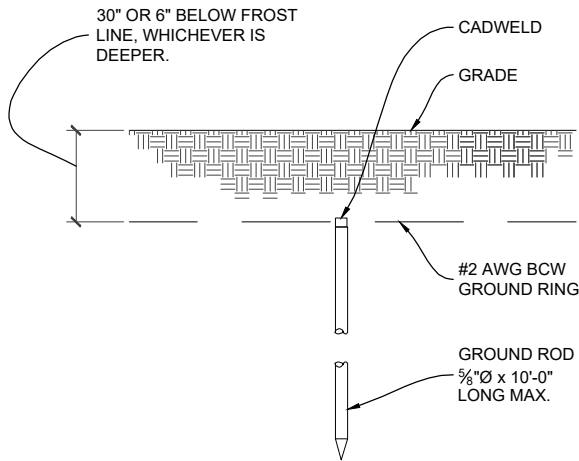
SHEET NUMBER:
E-1

EXISTING DISTRIBUTION PANEL

K



CADWELD DETAILS



GROUND ROD DETAILS

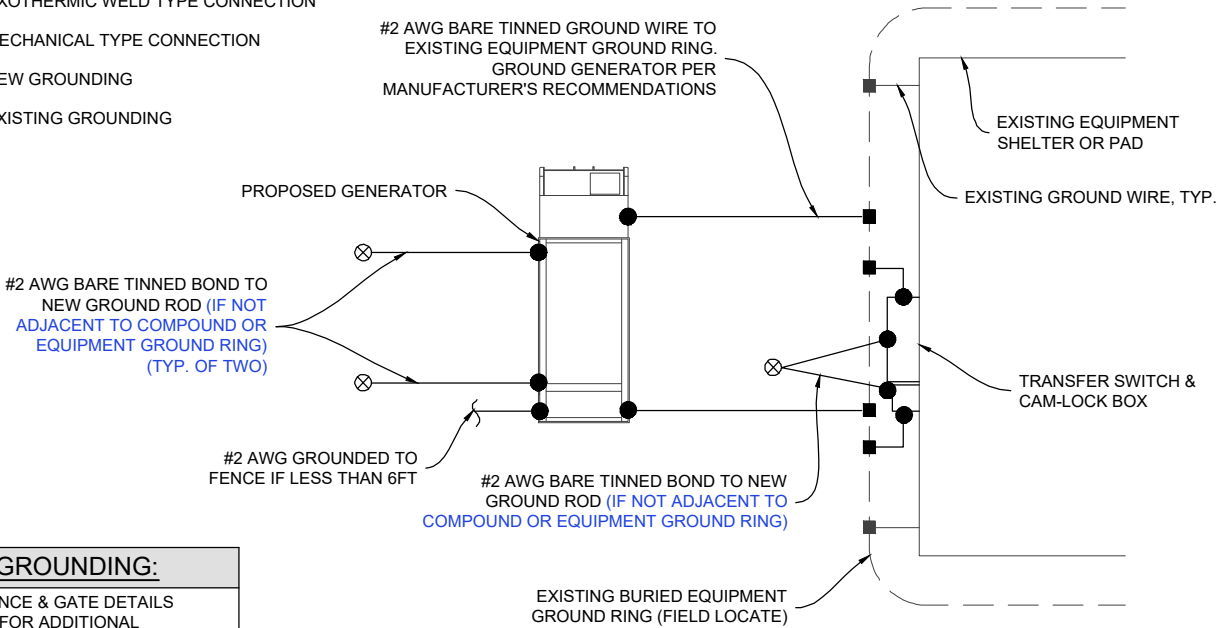
- GROUND ROD NOTES:**
- GROUND RODS MAY BE:
- COPPER CLAD STEEL
- SOLID COPPER
 - GROUND RODS SHALL HAVE A MAXIMUM SPACING TWICE THE LENGTH OF ROD
 - SEE RESISTIVITY REPORT FOR VERIFICATION AS AVAILABLE
 - A LARGER CONDUCTOR SHALL BE REQUIRED IN AREAS HIGHLY PRONE TO LIGHTNING AND/OR AREAS WITH HIGHLY ACIDIC SOIL
 - GROUND RODS INSTALLED WITHIN CLOSE PROXIMITY TO TOWER OR WHEN SOIL IS AT OR BELOW 2,000 OHM-CM, SHALL BE GALVANIZED TO PREVENT GALVANIC CORROSION OF TOWER, (SEE ANSI/TIA-EIA-222)
 - PROVIDE (1) GROUND LEAD TO EACH SIDE OF THE GENERATOR

- GROUNDING NOTES:**
- IF MORE THAN 20' FROM EXISTING GROUND RING, INSTALL GROUND ROD (5/8" x 10' SS). ROD SPACING: 8' MAX. TOP OF ROD AND GROUND WIRE TO BE BELOW FROST LINE.
 - CONTRACTOR SHALL COORDINATE INCOMING SERVICES WITH LOCAL UTILITIES PRIOR TO TRENCHING.
 - ALL CONDUCTORS SHALL BE COPPER, 75 DEGREES C RATED, AND CONDUCTOR INSULATION BE THWN OR THHN.
 - ALL TERMINATION SHALL BE LISTED AND IDENTIFIED FOR USE WITH 75°C RATED CONDUCTORS OPERATING AT 75°C.
 - GROUND FAULT PROTECTION REQUIRED FOR UTILITY RECEPTACLES.
 - GENERATOR NEUTRAL SHALL NOT BE GROUNDED AT THE GENERATOR. REFER TO SINGLE LINE DETAIL, SHEET E-1.
 - EQUIPMENT LOCATED OUTSIDE OR EXPOSED TO MOISTURE SHALL BE NEMA 3R RATED.
 - CONTRACTOR SHALL USE SCHEDULE 80 PVC CONDUIT THROUGH CONCRETE AND ABOVE GROUND, UNLESS OTHERWISE NOTED.
 - ALL NEWLY INSTALLED EQUIPMENT SHALL BE RATED "AT 10K AIC" MINIMUM. HIGHER RATINGS SHALL BE REQUIRED WHERE AVAILABLE FAULT CURRENT EXCEEDS THIS VALUE. EXACT FAULT CURRENT AVAILABLE SHALL BE COORDINATED WITH LOCAL UTILITY BASED ON EXACT CONDITIONS (XFMR SIZE, PERCENT IMPEDANCE, LENGTH OF CONDUCTORS, ETC).

ELECTRICAL SYMBOLS LEGEND

- EXOTHERMIC WELD TYPE CONNECTION
- MECHANICAL TYPE CONNECTION
- NEW GROUNDING
- - - EXISTING GROUNDING

- FENCE GROUNDING:**
- SEE FENCE & GATE DETAILS SHEET FOR ADDITIONAL GROUNDING (IF APPLICABLE)



TYPICAL GROUNDING DIAGRAM

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0	03/03/21	ISSUED FOR CONSTRUCTION	JCM

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SITE INFORMATION:
ZOD_ALLTEL_
WY01_CODYDT

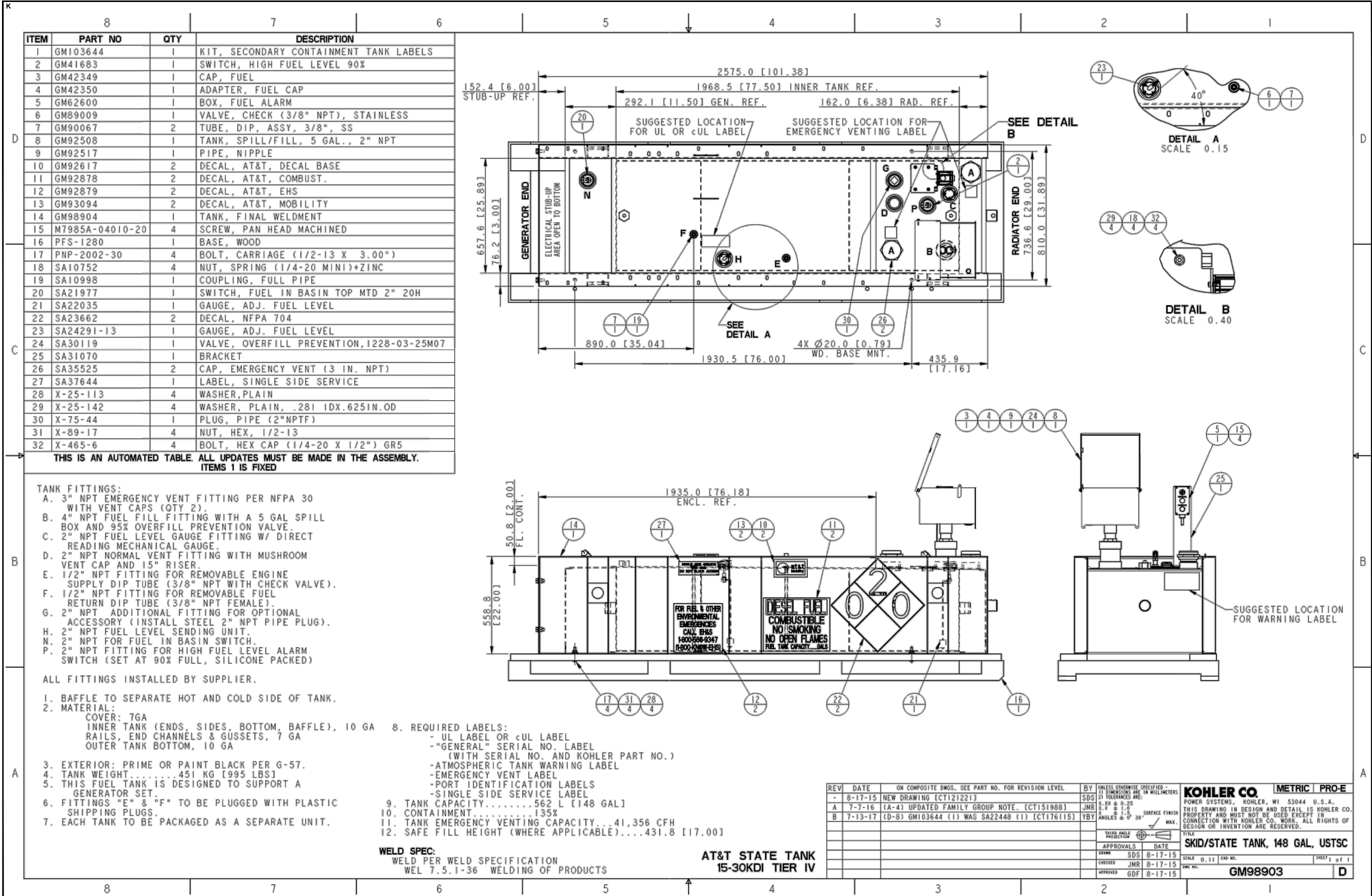
10139354
GENERATOR INSTALLATION
PROJECT

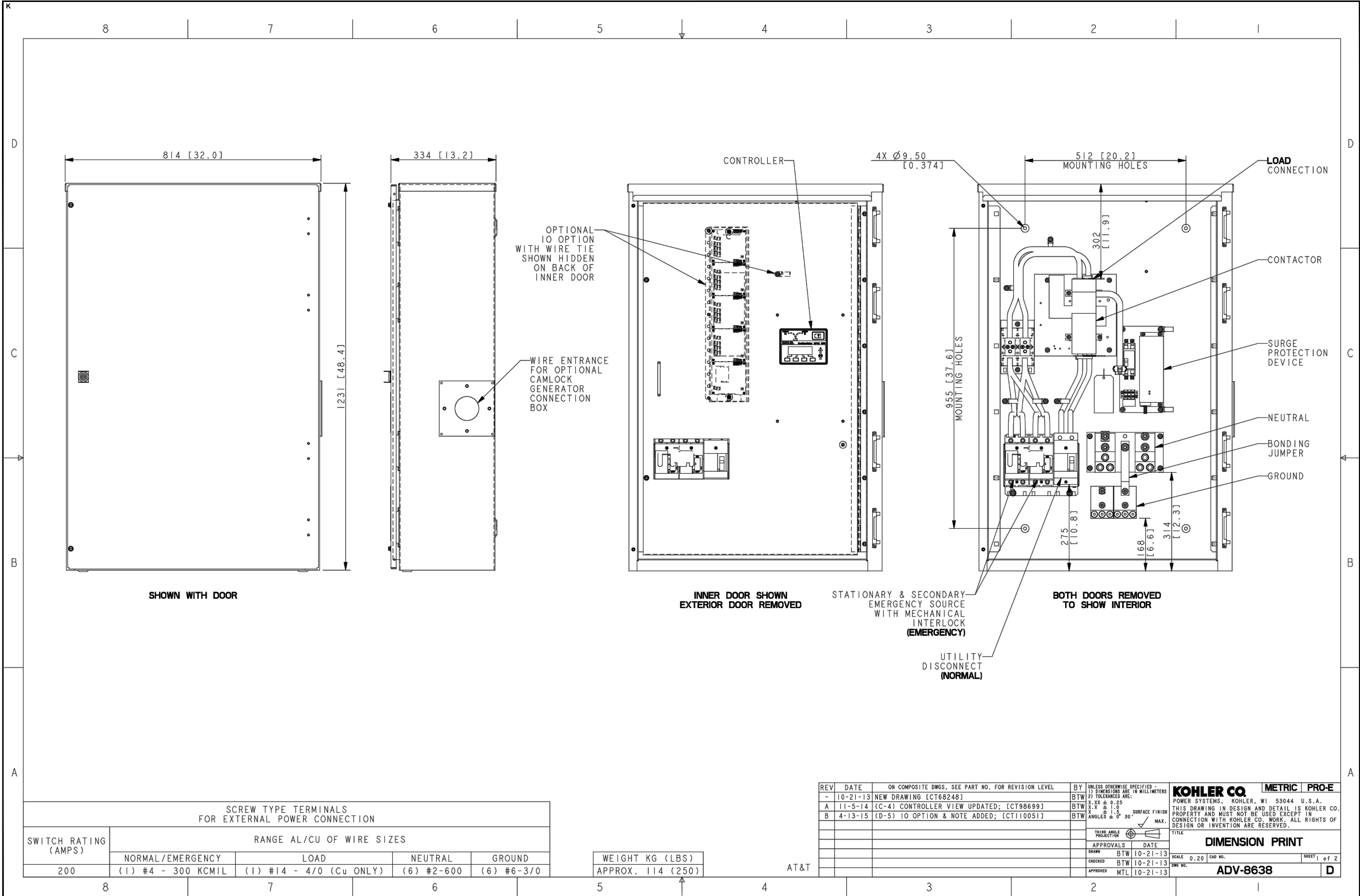
1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:
ELECTRICAL
DETAILS

SHEET NUMBER:
E-3





KOHLER ATS SPECIFICATIONS

GENERAL DYNAMICS
Information Technology

PO BOX 2621, BOISE, ID 83701
530.539.4787
CONTACT@GEOSTRUCTURAL.COM
WWW.GEOSTRUCTURAL.COM

REVISIONS			
REV	DATE	DESCRIPTION	INT
2	08/09/23	COVER UPDATE	JAD
1	03/18/21	REVISED TO ADD CMU ENCLOSURE	JAD
0	03/03/21	ISSUED FOR CONSTRUCTION	JCM

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SITE INFORMATION:
ZOD_ALLTEL_WY01_CODYDT

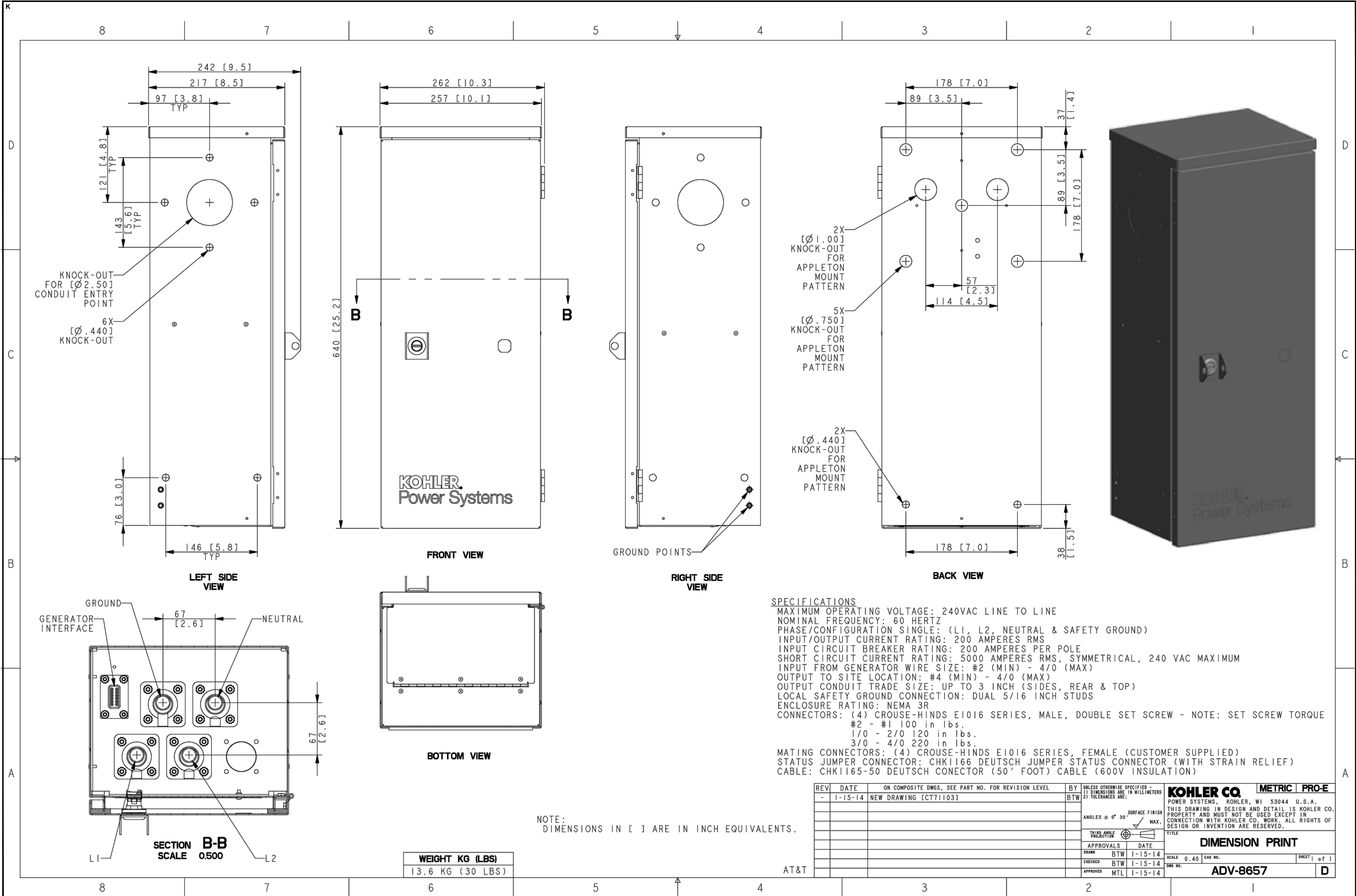
10139354
GENERATOR INSTALLATION PROJECT

1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:
ATS SPECIFICATIONS

SHEET NUMBER:
E-5.0



GENERAL DYNAMICS
Information Technology

PO BOX 2621, BOISE, ID 83701
530.539.4787
CONTACT@GEOSTRUCTURAL.COM
WWW.GEOSTRUCTURAL.COM

REVISIONS			
REV	DATE	DESCRIPTION	INT
2	08/09/23	COVER UPDATE	JAD
1	03/18/21	REVISED TO ADD CMU ENCLOSURE	JAD
0	03/03/21	ISSUED FOR CONSTRUCTION	JCM

CHECKED BY: GGD

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FOR INFORMATION ONLY

SITE INFORMATION:
ZOD_ALLTEL_WY01_CODYDT

10139354
GENERATOR INSTALLATION PROJECT

1402 HEART MOUNTAIN ST
CODY, WY 82414

JURISDICTION USE:

SHEET TITLE:
CAM-LOCK BOX SPECIFICATIONS

SHEET NUMBER:
E-5.1

AGENDA ITEM SUMMARY REPORT

Uncollectible Account Write Offs

ACTION TO BE TAKEN:

Approve the uncollectible account write offs in the amount of \$22,050.64

SUMMARY OF INFORMATION:

The city utilizes a variety of internal collection process including monitoring and follow up on past due balances, sending bills and invoices, sending written past due notices and payment reminders, communication and follow up with debtors, issuing bench warrants in the case of municipal court fines, and referring uncollected accounts to a collection agency for legal action.

Annually during the budget process, staff identifies accounts that are considered uncollectible and includes the expected write off amount in the budget as part of the uncollectible account expense line items in the appropriate funds.

The majority of the City's uncollectible debt stems from unpaid utility accounts and municipal court fines. By City policy, accounts are determined to be uncollectible under the following circumstances: bankruptcy discharges, deceased customers with no estate, accounts past the statute of limitations (7-10 years old), and accounts on which the collection agency has exhausted all legal actions without success and have ceased efforts.

FISCAL IMPACT

For Fiscal Year 2023-2024 the City budgeted the following for uncollectible account write offs:

<i>Type</i>	<i>Statute of Limitations</i>	<i>Bankruptcy</i>	<i>Deceased</i>	<i>Total</i>
Accounts Receivable	\$ 649.00	\$ -	\$ -	\$ 649.00
Utility Billing	\$ 12,057.61	\$ -	\$ 170.65	\$ 12,228.26
Municipal Court	\$ 9,173.38	\$ -	\$ -	\$ 9,173.38
Total	\$ 21,879.99	\$ -	\$ 170.65	\$ 22,050.64

ATTACHMENTS

1. Financial Management Policy write-off criteria
2. Uncollectible account write-off history

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

SECTION 6 – UNCOLLECTIBLE ACCOUNTS

Customer accounts may be deemed uncollectible under any of the following circumstances:

- The City has received a notice that the account has been discharged in a bankruptcy proceeding.
- A deceased customer's estate has no liquid assets to cover the outstanding amount or there is no estate on which to file a claim.
- The account has been in collections status for a minimum of 10 years with no payments within the most recent 12-month period.
- The account has reached the legal statute of limitations for filing legal action.
- All reasonable notifications and cost-effective legal avenues have been exhausted.
- The cost to recover the debt does not warrant further action.
- The debtor is untraceable or cannot be identified.
- A court has ruled that the debt is not recoverable.

Customer accounts which are deemed to be uncollectible shall be written off annually with Council approval. The Finance Officer shall provide an estimate of the annual write off amounts during the budget process.

Delinquent accounts with balances that are deemed by the Finance Officer as too small for collection action may be written off without prior Council approval.

																	Prior to FY08-09	Total
	FY23-24	FY22-23	FY21-22	FY20-21	FY19-20	FY18-19	FY17-18	FY16-17	FY15-16	FY14-15	FY13-14	FY12-13	FY11-12	FY10-11	FY09-10	FY08-09		
MunicipalCourt	\$ 9,173	\$ 25,487	\$ 38,507	\$ 36,194	\$ 29,598	\$ 30,936	\$ 56,498	\$ 43,901	\$ 29,022	\$ 16,330	\$ 28,500	\$ 32,440	\$ 20,350	\$ 21,998	\$ 25,423	\$ 5,605	\$ -	\$ 449,962
Utility Billing/AR	\$ 12,877	\$ 14,769	\$ 25,346	\$ 23,944	\$ 32,043	\$ 28,405	\$ 22,014	\$ 27,808	\$ 22,359	\$ 22,086	\$ 21,526	\$ 21,697	\$ 28,495	\$ 3,326	\$ 12,285	\$ 38,593	\$ 109,630	\$ 467,204
Total	\$ 22,051	\$ 40,256	\$ 63,853	\$ 60,138	\$ 61,641	\$ 59,341	\$ 78,512	\$ 71,709	\$ 51,381	\$ 38,416	\$ 50,026	\$ 54,136	\$ 48,845	\$ 25,323	\$ 37,709	\$ 44,198	\$ 109,630	\$ 917,166

MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS - WASTEWATER

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

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

AGENDA ITEM SUMMARY REPORT

P. Bowman

Agreement between the City of Cody and Park County for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility

ACTION TO BE TAKEN

Consider approval of the Agreement for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility.

SUMMARY OF INFORMATION

City Staff has presented information to the City Council about the Septage Receiving Facilities Project (Project) at the Cody Wastewater Treatment Facility (WWTF) at Work Sessions held on August 10, 2021, and July 26, 2022. The Project would be undertaken in partnership with Park County due to capacity limits and long-term operational challenges at the County's existing septage treatment lagoons. With the completion of the Project at the Cody WWTF, Park County would be able to decommission and reclaim their existing septage treatment lagoons north of Big Horn Avenue and located directly adjacent to City limits. City Staff has worked closely with Park County Staff and Engineering Associates (Park County's engineering consultant) to evaluate multiple alternatives for the Project, and there appear to be no major obstacles in moving forward to design and construct the facilities needed to provide hauled septage treatment at the Cody WWTF.

Park County has received a grant from the State Loan and Investment Board (SLIB) for the Project in the total amount of \$4.0 Million, which includes \$2.0 Million of grant funding and \$2.0 Million of local match provided by Park County. The Project is ready to start design, and Park County is developing a Request for Proposals to select an engineering consultant. It is intended that Park County staff and City staff will work closely together to develop the preliminary design, final design, and bidding documents for the Project, and that construction could start sometime in calendar year 2024 or early 2025.

The City Attorney has drafted the Agreement for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility (Agreement), and it has been reviewed by the Park County Attorney. The Board of County Commissioners approved the Agreement at their regular meeting on August 1, 2023. City Staff recommends approval of the Agreement to allow the Project to move forward into design.

FISCAL IMPACT

The Project requires no funding from the City of Cody, and all design and construction costs for the Project will be paid for by Park County. During the design and construction of the Project, there will be city staff time involved in the review of the design and coordination during construction. When the Project is completed, there will be new revenues generated by user charges for hauled septage received at the Cody WWTF in the Wastewater Enterprise Fund and additional operational costs for treatment of the septage received. It is anticipated that these revenues and expenses will offset each other by setting the appropriate hauled septage user rates through a "cost of service" rate setting analysis.

ATTACHMENTS

1. Agreement for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility

AGENDA ITEM NO. _____

AGREEMENT
FOR IMPROVEMENT OF SEPTAGE RECEIVING FACILITIES
AT THE CODY WASTEWATER TREATMENT FACILITY

The Agreement for Improvement of Septage Receiving Facilities at the Cody Wastewater Treatment Facility (AGREEMENT) is made and entered into by and between the City of Cody, Wyoming (CITY) and Park County, Wyoming (COUNTY). This AGREEMENT shall be effective as of the date it is approved and signed by both parties.

RECITALS

- A. CITY currently owns and operates a Wastewater Treatment Facility (WWTF) on property owned by CITY.
- B. COUNTY requires septage receiving facilities to receive and treat hauled septage from Park County residents and businesses.
- C. COUNTY and CITY wish to upgrade and expand CITY'S WWTF to allow it to receive and treat hauled septage from Park County residents and businesses.
- D. COUNTY has applied for and received a grant from the State of Wyoming (STATE) for \$2,000,000.00 to pay for the construction upgrades and modifications to the CITY'S WWTF. COUNTY has agreed to provide \$2,000,000 in matching funds to be added to the STATE Grant.
- E. CITY and COUNTY wish to enter into this AGREEMENT to memorialize the terms and conditions for the expansion and upgrade the CITY'S WWTF.

NOW, THEREFORE, in consideration of the mutual covenants, promises, representations and conditions described herein, the parties agree as follows.

1. COUNTY shall pay for all of the design, engineering and planning (hereinafter DESIGN) described in this AGREEMENT, and for all construction, modifications, improvements and upgrades of the Septage Receiving Facilities (hereinafter the IMPROVEMENTS) of the CITY'S WWTF currently located at 101 Cooper Lane West, Cody, Wyoming. CITY shall not be responsible for any of the fees, costs, expenses, labor, materials, equipment or other charges for the DESIGN and IMPROVEMENTS.
2. COUNTY has applied for and received approval for a grant from the State of Wyoming, State Loan and Investment Board, for \$2,000,000.00 which COUNTY will use for the DESIGN and IMPROVEMENTS for the WWTF. In addition, COUNTY shall be solely responsible for providing the required 100% match of the grant funds in the amount of \$2,000,000.00. COUNTY shall be responsible for any and all reporting, compliance and other requirements, that are conditions of the grant.
3. COUNTY shall be solely responsible for all fees, costs and expenses arising out of the closing, removal, remediation and reclamation of its current sewage disposal facility.
4. COUNTY and CITY shall work cooperatively on the DESIGN and IMPROVEMENTS to ensure that the IMPROVEMENTS will function efficiently with CITY'S existing WWTF facilities and equipment, and CITY can operate and maintain WWTF with the IMPROVEMENTS. COUNTY shall not direct the start of any construction for the IMPROVEMENTS until CITY has approved the proposed DESIGN and IMPROVEMENTS.
5. COUNTY shall be responsible for selecting and entering into an agreement with an engineering consultant for the DESIGN of the project, including preparation of all preliminary and final design plans and reports; acquiring a Wyoming Department of

Environmental Quality (DEQ) Permit to Construct; preparing all Plans, Specifications and Estimates (PSE); and preparing all bidding and contract documents. COUNTY and CITY shall work cooperatively on the DESIGN of the project, and COUNTY shall obtain approval from CITY of all bidding and contract documents prior to advertising and receiving bids for the project.

6. CITY shall be responsible for entering into an agreement with a general contractor for the construction of the project. CITY shall also be responsible for entering into an agreement with an engineering consultant for management, inspection, and administration of the project during construction. CITY will pay all progress payments and monthly invoices submitted by the contractor and engineer during construction, and shall submit proof of payment to COUNTY on a monthly basis. COUNTY shall reimburse CITY on a monthly basis for all payments made to the contractor and engineer. COUNTY will provide full reimbursement payment to CITY for all fees, costs and expenses paid to the contractor and engineer within thirty (30) days of receipt of each reimbursement request.
7. After construction of the IMPROVEMENTS is complete, the WWTF and the IMPROVEMENTS shall be the property of CITY. CITY shall operate and maintain the WWTF in a safe and professional manner consistent with applicable industry standards, and federal, state and local laws, rules and regulations.
8. After construction of the IMPROVEMENTS is complete, and the WWTF and the IMPROVEMENTS are functioning as designed and intended, the CITY'S WWTF shall receive hauled septage from Park County residents and businesses. CITY may regulate

and charge for the use of the WWTF by residents, commercial haulers and others who use the CITY's WWTF. CITY may set rates and charge fees and costs as CITY determines appropriate.

9. CITY shall be responsible for all operations and maintenance costs for the WWTF including the septage receiving facility. CITY shall also be responsible for all future upgrades and improvements to the facility.
10. This AGREEMENT shall remain in effect unless terminated by either party.
11. If actual project engineering and construction costs exceed the current estimate (\$4,000,000). COUNTY shall have the option of either continuing the project at County's cost, or terminating this agreement if it deemed by the Board of County Commissioners to be in the COUNTY's best interest.
12. If either party defaults or breaches any of its obligations under this AGREEMENT in a substantial and material way, the non-breaching party may give written notice to the breaching party of the breach or default. The breaching party shall have thirty (30) days from the date of the written notice to cure the default or breach. If the breach cannot be reasonably cured within thirty (30) days, the breaching party shall take substantial steps to cure the breach within thirty (30) days of the written notice. If the breaching party fails to cure the breach as described above, the non-breaching party may terminate the AGREEMENT by providing written notice of the termination of the AGREEMENT at least thirty (30) days prior to the effective date of the termination.
13. Neither the CITY or the COUNTY waives their governmental immunity by entering into this AGREEMENT, and neither party waives the defenses and limitations provided by the

Wyoming Governmental Claims Act. Both parties reserve the right to assert immunity as a defense to any action arising under the AGREEMENT.

14. This AGREEMENT constitutes the entire agreement between the parties with respect to the matters described above, and there are no other agreements, understandings, promises or covenants beyond the scope of this written agreement.

15. This AGREEMENT may only be amended by a written agreement approved and signed by both parties.

PARK COUNTY:

By: Dossie Overfield
Dossie Overfield, Chair

Dated: August 1, 2023.

Attest:

By: Colleen Renner
Colleen Renner, Park County Clerk



CITY OF CODY:

By: _____

Matt Hall, Mayor

Dated: _____, 2023.

Attest: _____

Cynthia D. Baker, Administrative Services Officer

MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS – ELECTRIC

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

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



AGENDA ITEM SUMMARY REPORT

Amend the Awarded Amount of Bid 2022-15 to \$235,410 due to a price increase for the Telescoping/Articulating Aerial Device

ACTION TO BE TAKEN

Consider approval of Amending the Awarded Amount of Bid 2022-15 to \$235,410 due to a price increase of \$15,302 by Terex Utilities, Inc. for the Telescoping/Articulating Aerial Device.

SUMMARY OF INFORMATION

The City Council approved the award of Bid 2022-15 to Ken Garff Cheyenne in the amount of \$220,108.00 on December 6, 2022. The new bucket truck was programmed in the Vehicle Replacement Fund to replace an existing 2008 Sterling Bucket truck used in the Electric Division. Bid 2022-15 included the provision of a Ford F550 chassis by Ken Garff Cheyenne in the amount of \$72,669, and the building and upfitting of a bucket and bed by Terex Utilities, Inc (as a subcontractor to Ken Garff Cheyenne) in the amount of \$147,439.

Terex has notified Ken Garff Cheyenne that the price to build the bucket and bed assembly has increased by \$15,302 since the time of their original quote submission, and will now be \$162,741. Ken Garff Cheyenne has received the Ford F550 chassis for the bed and bucket to be assembled on, and has asked if the City is willing to accept the increased price for Terex to complete the build.

City Staff has investigated a number of options for how to proceed.

1. Reject the price increase, cancel the award of Bid 2022-15 and rebid the combination of the chassis and bed/bucket build. City Staff does not recommend this option because the price of both components (chassis and bed/bucket build) would likely be higher upon receiving new bids. In addition, there would be significant time delays for receiving the completed bucket truck that would require the Electric Division to use the 2008 Sterling Bucket truck well beyond the time of its scheduled replacement.
2. Take delivery of the Ford F550 chassis only from Ken Garff Cheyenne, and rebid the bed/bucket build with the chassis being supplied by the City. City Staff does not recommend this option because the price of the bed/bucket could be higher than the increase currently proposed by Terex or other potential bidders. This option would also create a delay in the delivery of the completed bucket truck, but the delay would be less than option 1.
3. Accept the price increase proposed by Terex. City Staff recommends this option because of the risks identified for price increases and delivery delays outlined above with option 1 and option 2. The current bed/bucket assembly has a build slot for completion by Terex, and this option allows the City to hold that existing build slot.

Based on discussions with the City Council at the August 1, 2023, Work Session, City Staff recommends the approval of option 3 stated above to Amend the Award of Bid 2022-15 to \$235,410 due to the price increase of \$15,302 by Terex.

AGENDA ITEM NO. _____

FISCAL IMPACT

Funding in the amount of \$160,000 was included in the Approved FY 2023 Budget as part of the Vehicle Replacement Fund, and a Budget Amendment was processed in the amount of \$60,108 to complete the purchase at the original award price of \$220,108. If it is approved to Amend the Award of Bid 2022-15, the additional amount of \$15,302 will be provided from the Electric Enterprise Fund in a future FY 2024 Budget Amendment.

ATTACHMENTS

1. Email from David Sutherland of Ken Garff Cheyenne with the updated price quote from Terex
2. Agenda Item Summary for the Award of Bid 2022-15 from December 6, 2022, including the original bid total and the original Terex quote

Fwd: FW: Cody Bid 2022-15 - Terex Bucket Truck bid conditions

Phillip Bowman <pbowman@codywy.gov>
Draft

Mon, Jul 31, 2023 at 2:10 PM

----- Forwarded message -----

From: **David Sutherland** <dsutherland@kengarff.com>
Date: Wed, Jul 19, 2023 at 5:14 PM
Subject: FW: Cody Bid 2022-15 - Terex Bucket Truck bid conditions
To: Rob Kramer <rkramer@codywy.gov>

David Sutherland

Fleet/Commercial/Retail Sales Manager**Ken Garff Cheyenne**

2200 Westland Rd.

Cheyenne, WY 82001

307-773-0388

www.kengarffwyo.com



From: David Sutherland <dsutherland@kengarff.com>
Sent: Friday, June 30, 2023 2:08 PM
To: Rob Kramer <rkramer@cityofcody.com>
Subject: FW: Cody Bid 2022-15 - Terex Bucket Truck bid conditions

Rob, we have received revised pricing on the Bucket Truck from Terex. Their price went up \$15,302. Do you still want to proceed with this order? The chassis we ordered to build this on has arrived. If you do proceed, can we contract and you pay for the chassis now and then pay for the body once you receive the completed truck?

Give me a call or call Ben to discuss.

Thanks,

David Sutherland

Fleet/Commercial/Retail Sales Manager

Ken Garff Cheyenne

2200 Westland Rd.

Cheyenne, WY 82001

307-773-0388

www.kengarffwyo.com



From: Pahl, Ben <Ben.Pahl@Terex.com>

Sent: Tuesday, March 28, 2023 3:24 PM

To: David Sutherland <dsutherland@kengarff.com>

Subject: RE: Cody Bid 2022-15 - Terex Bucket Truck bid conditions

David,

I finally got the quote back with updated pricing from the office.

I will let you share with Rob and I am not sure how you are presenting it to them.

Let me know if you have any questions

Thanks,

Ben Pahl

Senior Territory Sales Manager

Terex Utilities

M +1 605 222-2187

E ben.pahl@terex.com



TEREX®

CUSTOMER ORDER ACKNOWLEDGEMENT

Terex Utilities, Inc. - 3140 15th Avenue SE - Watertown, SD 57201 - Phone: 605-882-4000

Date: **3/21/2023**

Quote Number: QU22680

Unit: LT40

City of Cody

225 19th Street

Cody WY 82414

(307) 587-6803

Attention: Dane Austin

Baseline Price: \$162,741

Trade In Allowance -\$12,500

Grand Total Each: \$150,241

Prices are subject to change until shipment. Applicable taxes and surcharges to be added. Taxes, shipping, handling and lead times are estimates and subject to change. Quoted prices are based on total package and subject to change if all items not purchased. All prices quoted are in U.S. dollars unless otherwise specified. Payment by cash or certified check only. Chassis price based off current pricing available at time of quote. Pricing is subject to change based on vehicle sourcing; final price to be confirmed prior to time of invoice. Quote withdrawn after 30 days.

Please ensure the accuracy of the specifications and drawings you provide. Changes made after receipt of order may incur additional charges. If you are trading equipment in, you warrant that: You have good title to the trade-in; it is free of all liens and encumbrances; all information you have provided related to the trade-in is true and correct.

Terex purchased chassis through Terex preferred International Dealer will include at no additional cost a special tow package for 12 months/unlimited mileage to nearest International Dealership for a warrantable failure. Coverage limited to \$550 per incident. Roadside assistance call 1-800-448-7825

Terex purchased chassis through Terex preferred Freightliner Dealer will include at no additional cost a special tow package for 12 months/unlimited mileage/KM extended towing coverage \$550 cap FEX applies. Roadside assistance call 1-800-FTL-HELP

Notes:

- 1) Delivery Terms are: CPT Destination
- 2) Terms: Net 30 days
- 3) Delivery days from receipt of order shall be 480-770 Days

Buyer hereby agrees to purchase the products in this quotation, subject to acceptance by Seller. Buyer has read and agrees to Seller's Terms and Conditions of Sale.

Terex Utilities Inc.

Mike Stolp

Sales Coordinator

Ben Pahl

Account Manager

 **WARNING** Cancer and Reproductive Harm
www.P65Warnings.ca.gov.

Accepted By: _____

PO Number: _____

Quantity: _____

Grand Total: _____

Date: _____

MEETING DATE: DECEMBER 6, 2022

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY: PHILLIP BOWMAN

AGENDA ITEM SUMMARY REPORT

Bid 2022-15 (1) New 2023 or Newer Cab and Chassis with 40' Telescoping/Articulating Aerial Device

ACTION TO BE TAKEN:

Consider approving the award of Bid 2022-15 to Ken Garff Cheyenne for (1) 2023 Ford F550 with Terex body in the AMENDED amount of \$220,108.00.

SUMMARY OF INFORMATION:

A request was made and approved in the FY 2023 Budget for the purchase of a replacement bucket truck within the Electric Division. As part of the bid package, the existing 2008 Sterling Bucket truck was offered as a trade in for credit pricing by bidders. Bid packets were sent to Fremont Motor Companies and Ken Garff Cheyenne.

One bidder submitted one bid. This bid was opened at City Hall on 11/16/2022.

Ken Garff Cheyenne submitted one bid for (1) 2023 Ford F550 with a Terex Hi-Ranger LT40 Articulating/Telescoping Aerial Device, in the amount of \$215,846.00 dated 11/8/2022, less a trade in value of \$12,500.00, leaving a net total bid of \$203,346.00.

Ken Garff Cheyenne later submitted an AMENDED bid amount of \$220,108.00 dated 11/30/2022, less the same trade in value of \$12,500, leaving a net total bid of \$207,608.00 as explained below

The Ken Garff Cheyenne original bid without trade (\$215,846) was based on the dealer's intention to receive a Government Order build slot from Ford. As explained in an email from David Sutherland, Fleet Sales Manager of Ken Garff Cheyenne, the City of Cody vehicle did not receive a Government Order build slot based on Ford's newly implemented Allocation Program. Mr. Sutherland has proposed to use a Retail Order build slot instead, and this results in a price increase of \$4,262. This increase is reflected in the AMENDED bid amount of \$220,108 without trade. Mr. Sutherland's email with an explanation of this price increase and Ford's letter stating that the City of Cody did not receive a Government Order allocation is attached for reference.

City Staff recommends awarding Bid 2022-15 for the AMENDED bid amount of \$220,108.00 without accepting the trade in credit for the 2008 Sterling bucket truck. It is proposed that the 2008 Sterling bucket truck be declared surplus shortly after the new vehicle is received, and Staff believes this vehicle can be sold for an amount greater than \$12,500 offered for trade in credit.

AGENDA ITEM NO. _____

FISCAL IMPACT

Funding in the amount of \$160,000.00 was included in the Vehicle Replacement Fund in the approved FY 2023 Budget. Funding for the additional amount of \$60,108.00 will be provided from the Electric Enterprise Fund in a future budget amendment.

ATTACHMENTS

1. Ken Garff Cheyenne AMENDED bid (\$220,108) dated 11/30/2022
2. Email from David Sutherland providing explanation the price increase using a Retail Order, and the AMENDED bid amount
3. Letter from Ford outlining the Allocation Program and City of Cody results
4. Ken Garff Cheyenne original bid (\$215,846) dated 11/11/2022 with vehicle specifications

APPROVED
AWARDED

Bid Proposal Form
Bid No. 2022-15 (1) New 2023 or Newer Cab and Chassis
w/40' Telescoping/Articulating Aerial Device

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 2023 or Newer Cab and Chassis w/40' Telescoping/Articulating Aerial Device, free and clear of all liens of any kind, pursuant to the specifications and invitation to bid. The bid will include a trade-in value for (1) 2008 Sterling Bucket Truck, Serial# 3F6WJ78A68G351595. 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>1 Ford F550 (2023)</u>		\$ <u>220,108</u>
Less trade if any:			\$(<u>12,500</u>)
Net Total Bid			\$ <u>207,608</u>

The undersigned warrants that he/she has read and understands the requirements of the City of Cody, that 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 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 11-30-2022

Signature

David Sutherland

Typed or Printed Name

Ken Garff Cheyenne

Company

2200 Westland Rd.

Mailing Address

Cheyenne, WY 82001

City, State and Zip

dsutherland@kengarff.com

E-mail Address

Amended Bid based on Retail order bank.
Subject to production Availability.

**TEREX®****CUSTOMER ORDER ACKNOWLEDGEMENT**

Terex Utilities, Inc. - 3140 15th Avenue SE - Watertown, SD 57201 - Phone: 605-882-4000

Date: 9/27/2022

Quote Number: QU22680

Unit: LT40

City of Cody
225 19th Street
Cody WY 82414
(307) 587-6803

Attention: Dane Austin

Baseline Price: \$147,439

Trade In Allowance -\$12,500

Grand Total Each: \$134,939

Prices are subject to change until shipment. Applicable taxes and surcharges to be added. Taxes, shipping, handling and lead times are estimates and subject to change. Quoted prices are based on total package and subject to change if all items not purchased. All prices quoted are in U.S. dollars unless otherwise specified. Payment by cash or certified check only. Chassis price based off current pricing available at time of quote. Pricing is subject to change based on vehicle sourcing; final price to be confirmed prior to time of invoice. Quote withdrawn after 30 days.

Please ensure the accuracy of the specifications and drawings you provide. Changes made after receipt of order may incur additional charges. If you are trading equipment in, you warrant that: You have good title to the trade-in; it is free of all liens and encumbrances; all information you have provided related to the trade-in is true and correct.

Terex purchased chassis through Terex preferred International Dealer will include at no additional cost a special tow package for 12 months/unlimited mileage to nearest International Dealership for a warrantable failure. Coverage limited to \$550 per incident. Roadside assistance call 1-800-448-7825

Terex purchased chassis through Terex preferred Freightliner Dealer will include at no additional cost a special tow package for 12 months/unlimited mileage/KM extended towing coverage \$550 cap FEX applies. Roadside assistance call 1-800-FTL-HELP

Notes:

- 1) Delivery Terms are: CPT Destination
- 2) Terms: Net 30 days
- 3) Delivery days from receipt of order shall be 360+ Days

Buyer hereby agrees to purchase the products in this quotation, subject to acceptance by Seller. Buyer has read and agrees to Seller's Terms and Conditions of Sale.

Terex Utilities Inc.

Mike Stolp
Sales CoordinatorBen Pahl
Account Manager

⚠WARNING Cancer and Reproductive Harm
www.P65Warnings.ca.gov.

Accepted By: _____

PO Number: _____

Quantity: _____

Grand Total: _____

Date: _____

KEN GARFF CHEYENNE
2200 WESTLAND RD
CHEYENNE, WY 82001

AGENDA ITEM SUMMARY REPORT

Resolution 2023-15 Budget Amendment

ACTION TO BE TAKEN:

Approve Resolution 2023-15 amending the FY23-24 budget.

SUMMARY OF INFORMATION:

The Administration is requesting approval of this resolution authorizing budget carryovers from FY23 and supplemental appropriations for the FY24 budget as described below.

Budget carryovers are the re-appropriation of previously approved budget items into the current fiscal year such as outstanding encumbered obligations, unexpended capital outlay, grant project funds, and backordered purchases. Requested carry overs include the following:

	<u>Expenses</u>
Capital Outlay	\$ 923,459
Maintenance & Repairs	\$ 226,419
Materials & Supplies	\$ 52,479
Non-Capital Equipment & Improvements	\$ 171,391
Operating Grants	\$ 1,224
Purchased Services	\$ 72,918
	<u>\$1,447,890</u>

Supplemental appropriations are budget amendments approved after the regular annual budget appropriations process when the need arises to address changes to existing appropriations or add new appropriations.

- Revenue \$2,506,355
 - \$612 remaining balance from the 2022 Department of Justice ballistic vest grant is expected to be received in FY24.
 - \$5,743 in newly awarded grant revenue from the Wyoming Arts Council and Wyoming Cultural Trust Fund for the concerts in the park program.
 - \$2,500,000 in newly awarded grant revenue from SLIB for the tree streets waterline project.
- Expenses \$5,261,614
 - Capital Outlay \$5,131,665
 - Acceptance of the grant package for the tree streets waterline project in the amount of \$5,000,000.
 - Increased cost of bid awards for upfitting the new electric bucket truck and increased cost for recycling center pickup in the amount of \$16,980.
 - Increased cost to complete the purchase of the police department mobile data terminals in the amount of \$97,585. The original project cost of \$201,830 is budgeted in the ARPA Fund and staff recommends the increased cost be paid for out of the Technology Replacement Fund.

AGENDA ITEM NO. _____

- New contract with Point Architects for the construction administration phase of the Mentock Park restroom project in the amount of \$17,100.
- Personnel \$120,083
 - Reclassification of water operator position from part time to full time and reclassification of water operator position to a wastewater operator position in the amount of \$40,149.
 - Addition of an Administrative Operations Specialist position with an expected start date in September in the amount of \$76,697.
 - New temporary Opiate Committee Administrator position requested by the Mayor. Hourly rate of \$25.00 for 10 weeks with a maximum of 12 hours per week in the amount of \$3,237.
- Materials & Supplies \$2,800
 - Computer, printer, and scanner for new Administrative Operations Specialist position.
- Operating Grants \$5,743
 - Use of awarded grant funds for the concerts in the park program.
- Purchased Services \$1,323
 - Increased cost to add P&Z board members to the City's Google Workspace account.

FISCAL IMPACT

The impact to the City-wide FY24 budgeted cash and investments balance is a net decrease of \$4,203,149. The Water Fund shows the largest decrease due to the tree streets waterline project. The City's match is \$2.5 million and although the City will not expend the full match amount in FY24, the project is budgeted in its entirety for encumbrance purposes. As a result, the number of months in reserve in the Water Fund currently reflects less than the minimum number required.

FY24 BUDGET CASH FLOW SUMMARY						
Fund	Budgeted Cash & Investments	Change in Cash - Amendment 1	Amended Cash & Investments	Minimum Reserve	Excess Over Minimum	# of Months in Reserve
General Fund	\$7,340,474	(\$249,967)	\$7,090,507	\$5,415,046	\$1,675,461	7.98
Capital Acquisition Fund	\$3,523,745	(\$20,761)	\$3,502,984	\$0	\$3,502,984	-
Technology Replacement Fund	\$748,960	(\$113,455)	\$635,505	\$0	\$635,505	-
Vehicle Replacement Fund	\$4,458,608	(\$16,980)	\$4,441,628	\$0	\$4,441,628	-
Specific Purpose Tax Fund	\$0	\$0	\$0	\$0	\$0	-
Cody Public Arts Fund	\$25,793	\$0	\$25,793	\$0	\$25,793	-
American Rescue Plan Fund	\$555,004	(\$318,453)	\$236,551	\$0	\$236,551	-
Solid Waste Fund	\$2,540,888	(\$106,423)	\$2,434,465	\$1,569,738	\$864,727	12.71
Water Fund	\$6,284,577	(\$3,000,280)	\$3,284,297	\$2,212,806	\$1,071,491	8.90
Wastewater Fund	\$4,421,977	(\$215,524)	\$4,206,453	\$1,153,371	\$3,053,083	21.88
Electric Fund	\$9,880,290	(\$152,103)	\$9,728,187	\$6,799,585	\$2,928,602	8.58
Storm Drainage Fund	\$354,731	(\$9,203)	\$345,528	\$0	\$345,528	-
TOTAL	\$ 40,135,047	\$ (4,203,149)	\$ 35,931,898	\$ 17,150,546	\$ 18,781,353	

ATTACHMENTS

1. Resolution 2023-15
2. Amendment Detail

AGENDA ITEM NO. _____

RESOLUTION 2023-15

A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2023-2024

WITNESSETH:

WHEREAS, the final budget for Fiscal Year 2023-2024 was duly adopted by the City of Cody with Ordinance No 2023-06 on June 20, 2023 in accordance with the State of Wyoming Statutes; and

WHEREAS, the City of Cody Council has determined it is appropriate to amend the final budget, in accordance with proper governmental accounting and financial reporting practices; and

WHEREAS, funds are available to cover such amendments as designated in the requested action.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Cody, the following budget amendment is authorized by the City of Cody Council:

	Original or Last Amended Budget	Amendment 1 08/23	Amended Budget
REVENUES			
General Fund	\$11,790,376	\$6,355	\$11,796,731
Capital Projects Fund	\$443,000		\$443,000
Technology Replacement Fund	\$445,600		\$445,600
Vehicle Replacement Fund	\$1,385,873		\$1,385,873
Specific Purpose Tax Fund	\$0		\$0
Cody Public Arts Fund	\$445		\$445
Amercian Rescue Plan Fund	\$0		\$0
Solid Waste Fund	\$2,623,500		\$2,623,500
Water Fund	\$4,309,837	\$2,500,000	\$6,809,837
Wastewater Fund	\$1,533,700		\$1,533,700
Electric Fund	\$13,677,696		\$13,677,696
Storm Drainage Fund	\$606,600		\$606,600
TOTAL REVENUE	\$36,816,627	\$2,506,355	\$39,322,982
EXPENSES			
General Fund	\$13,106,576	\$256,322	\$13,362,898
Capital Projects Fund	\$1,363,040	\$20,761	\$1,383,801
Technology Replacement Fund	\$96,455	\$113,455	\$209,910
Vehicle Replacement Fund	\$1,700,475	\$16,980	\$1,717,455
Specific Purpose Tax Fund	\$215,496		\$215,496
Cody Public Arts Fund	\$182		\$182
Amercian Rescue Plan Fund	\$604,155	\$318,453	\$922,608
Solid Waste Fund	\$3,139,476	\$106,423	\$3,245,899
Water Fund	\$4,425,612	\$5,500,280	\$9,925,892
Wastewater Fund	\$2,306,741	\$215,524	\$2,522,265
Electric Fund	\$13,599,170	\$152,103	\$13,751,273
Storm Drainage Fund	\$715,865	\$9,203	\$725,068
TOTAL EXPENSES	\$41,273,243	\$6,709,504	\$47,982,747

PASSED, APPROVED AND ADOPTED THE 15TH DAY OF AUGUST 2023.

Matt Hall, Mayor

Attest:

Cynthia Baker, Administrative Services Officer

GL Account	Fund	Type	Account Type	Category	Amount	Reason for Carry Over Request
44-21-700-595-035	ARPA Fund	Carry Over	Expense	Non-Capital Furniture	\$6,200	Workstation for new Administrative Operations Specialist
44-31-700-594-100	ARPA Fund	Carry Over	Expense	Capital Outlay	\$181,077	Mobile data terminal project still in progress
44-42-700-593-032	ARPA Fund	Carry Over	Expense	Capital Outlay	\$131,176	Remaining work on City Hall HVAC engineering contract to be completed in FY24. Contractor bid awarded in FY24
31-41-700-592-016	Capital Projects Fund	Carry Over	Expense	Capital Outlay	\$3,591	Mentock Park restrooms engineering contract not complete as of June 30th
31-41-700-592-016	Capital Projects Fund	Amendment	Expense	Capital Outlay	\$17,100	New contract for Mentock Park restrooms construction administration
Challenges with supplies and contractor availability for the Shoshone River Trail Access. Recently a main waterline broke in the trail requiring excavation. Water department said there is potential they would need to excavate again if another repair is warranted, therefore it would be reasonable to wait to finish project until 2023/24.						
31-41-700-598-021	Capital Projects Fund	Carry Over	Expense	Capital Outlay	\$70	
55-74-011-510-001	Electric Fund	Amendment	Expense	Personnel	\$5,415	New Administrative Operations Specialist position
55-74-011-511-001	Electric Fund	Amendment	Expense	Personnel	\$2,649	New Administrative Operations Specialist position
55-74-011-511-002	Electric Fund	Amendment	Expense	Personnel	\$714	New Administrative Operations Specialist position
55-74-011-512-001	Electric Fund	Amendment	Expense	Personnel	\$414	New Administrative Operations Specialist position
55-74-011-512-002	Electric Fund	Amendment	Expense	Personnel	\$11	New Administrative Operations Specialist position
55-74-066-551-009	Electric Fund	Carry Over	Expense	Materials & Supplies	\$7,277	Material ordered but not delivered yet.
55-74-066-552-037	Electric Fund	Carry Over	Expense	Non-Capital Improvements	\$7,367	Frank Subdivision electrical project not starting until FY24
55-74-066-552-040	Electric Fund	Carry Over	Expense	Capital Outlay	\$13,149	Fenex Subdivision electrical project not starting until FY24
55-74-066-552-044	Electric Fund	Carry Over	Expense	Non-Capital Improvements	\$8,978	Sun Ridge Subdivision project not starting until FY24
55-74-066-552-045	Electric Fund	Carry Over	Expense	Non-Capital Improvements	\$13,017	McKinney-Fenex electric line extension project not complete
55-74-066-552-046	Electric Fund	Carry Over	Expense	Capital Outlay	\$5,798	Leonhard annexation electric project not complete
55-74-066-552-049	Electric Fund	Carry Over	Expense	Non-Capital Improvements	\$10,617	Schoonover Bakken Subdivision #2 electrical project not started
55-74-700-594-098	Electric Fund	Carry Over	Expense	Capital Outlay	\$6,673	The estimated delivery date for the Itron handheld has shifted to 7/28 due to component shortages.
55-74-700-596-228	Electric Fund	Carry Over	Expense	Capital Outlay	\$70,024	The Y-Tex project will continue into FY 2024
10-21-003-530-009	General Fund	Amendment	Expense	Purchased Services	\$500	Adobe Pro software for new Administrative Operations Specialist position
10-21-004-510-001	General Fund	Amendment	Expense	Personnel	\$13,538	New Administrative Operations Specialist position
10-21-004-511-001	General Fund	Amendment	Expense	Personnel	\$6,624	New Administrative Operations Specialist position
10-21-004-511-002	General Fund	Amendment	Expense	Personnel	\$1,786	New Administrative Operations Specialist position
10-21-004-512-001	General Fund	Amendment	Expense	Personnel	\$1,036	New Administrative Operations Specialist position
10-21-004-512-002	General Fund	Amendment	Expense	Personnel	\$28	New Administrative Operations Specialist position
10-21-011-510-001	General Fund	Amendment	Expense	Personnel	\$4,513	New Administration Operations Specialist position
10-21-011-511-001	General Fund	Amendment	Expense	Personnel	\$2,208	New Administration Operations Specialist position
10-21-011-511-002	General Fund	Amendment	Expense	Personnel	\$595	New Administrative Operations Specialist position
10-21-011-512-001	General Fund	Amendment	Expense	Personnel	\$345	New Administration Operations Specialist position
10-21-011-512-002	General Fund	Amendment	Expense	Personnel	\$9	New Administrative Operations Specialist position
10-31-015-550-013	General Fund	Carry Over	Expense	Materials & Supplies	\$750	Due to recent promotions, additional office supplies have been purchased but not received yet for these positions. We have located a company and begun the process with with them to dispose of our expired ballistic vest. We are waiting for instructions and will have to pay shipping.
10-31-015-550-014	General Fund	Carry Over	Expense	Materials & Supplies	\$450	
10-31-015-551-002	General Fund	Carry Over	Expense	Materials & Supplies	\$4,734	Police office furniture on order delayed until July
10-31-017-550-021	General Fund	Carry Over	Expense	Materials & Supplies	\$400	Uniforms have been ordered but are on backorder. Projected ship date is not know at this time.
10-31-018-470-008	General Fund	Carry Over	Revenue	Operating Grants	\$612	Expected reimbursement for bulletproof vest grant purchase in FY24

GL Account	Fund	Type	Account Type	Category	Amount	Reason for Carry Over Request
10-31-018-550-005	General Fund	Carry Over	Expense	Materials & Supplies	\$4,200	Pepperball launcher, projectiles and shotgun ammo are on backorder. Expected to ship within the next 45-60 days.
10-31-018-550-018	General Fund	Carry Over	Expense	Materials & Supplies	\$2,500	Criminal & Traffic Law books were just received.
10-31-018-550-021	General Fund	Carry Over	Expense	Materials & Supplies	\$8,000	Custom vest carriers, ballistic vests, uniform items are on order but have not been received yet.
10-31-018-553-002	General Fund	Carry Over	Expense	Non-Capital Equipment	\$13,701	Budgeted in wrong fund - moved to Technology Replacement
10-31-018-570-008	General Fund	Carry Over	Expense	Operating Grants	\$1,224	Carry over 2022 bullet proof vest grant
10-31-019-550-021	General Fund	Carry Over	Expense	Materials & Supplies	\$1,650	Tactical team uniform items have been ordered but not received yet.
10-31-020-550-013	General Fund	Carry Over	Expense	Materials & Supplies	\$2,000	Faraday bags have been ordered but not received yet. Projected ship date is 45 days out.
10-42-006-520-001	General Fund	Carry Over	Expense	Maintenance & Repairs	\$12,135	Nichol Mall carpet ordered in June, installation completed in July
10-51-003-530-009	General Fund	Amendment	Expense	Purchased Services	\$1,323	FY24 amendment for Google Workspace access for P & Z board members approved by Barry
10-52-007-513-002	General Fund	Carry Over	Expense	Personnel	\$1,776	Vehicle Maintenance Tech not able to complete all training desired
10-52-007-530-009	General Fund	Carry Over	Expense	Purchased Services	\$6,000	Software upgrade planned for purchase not completed in FY 2023
10-52-007-550-009	General Fund	Carry Over	Expense	Materials & Supplies	\$1,339	Supply purchases planned not completed in FY 2023
10-52-007-550-010	General Fund	Carry Over	Expense	Materials & Supplies	\$1,262	Inventory purchases planned not completed in FY 2023
10-52-007-551-003	General Fund	Carry Over	Expense	Materials & Supplies	\$6,504	Equipment planned for purchase not completed in FY 2023
10-52-043-551-001	General Fund	Carry Over	Expense	Materials & Supplies	\$500	Equipment planned for purchase not completed in FY 2023
10-52-043-551-002	General Fund	Carry Over	Expense	Materials & Supplies	\$476	PW director bookcase on order delayed until July
10-52-044-530-014	General Fund	Carry Over	Expense	Purchased Services	\$2,952	Design and survey on projects not completed in FY 2023
10-52-047-520-009	General Fund	Carry Over	Expense	Maintenance & Repairs	\$58,341	Curb, gutter and sidewalk repairs not able to be completed in FY 2023
10-52-047-520-010	General Fund	Carry Over	Expense	Maintenance & Repairs	\$31,391	Street and alley repairs not able to be completed in FY 2023
10-52-047-530-014	General Fund	Carry Over	Expense	Purchased Services	\$32,115	Street condition and PCI evaluation not completed in FY23
10-52-047-550-020	General Fund	Carry Over	Expense	Materials & Supplies	\$3,000	Supplies planned for purchase not completed in FY 2023
10-52-050-520-010	General Fund	Carry Over	Expense	Maintenance & Repairs	\$10,000	Repairs for streets and alleys not able to be completed in FY 2023
10-52-050-550-009	General Fund	Carry Over	Expense	Materials & Supplies	\$7,437	Snow plowing supply purchases not completed in FY 2023
10-60-068-470-006	General Fund	Amendment	Revenue	Operating Grants	\$3,243	Wyoming Arts Council grant award for the concerts in the park program.
10-60-068-470-014	General Fund	Amendment	Revenue	Operating Grants	\$2,500	Wyoming Cultural Trust Fund grant award for concerts in the park
10-61-068-570-006	General Fund	Amendment	Expense	Operating Grants	\$3,243	Expenditure of Wyoming Arts Council grant funds for the concerts in the park program.
10-61-068-570-014	General Fund	Amendment	Expense	Operating Grants	\$2,500	Expenditure of Wyoming Cultural Trust fund grant for the concerts in the park program
10-21-010-510-004	General Fund	Amendment	Expense	Personnel	\$3,000	New temporary Opiate Committee Administrator position requested by the Mayor (10 weeks at \$25.00 per hour not to exceed 12 hours per week)
10-21-010-512-001	General Fund	Amendment	Expense	Personnel	\$230	New temporary Opiate Committee Administrator position requested by the Mayor (10 weeks at \$25.00 per hour not to exceed 12 hours per week)
10-21-010-512-002	General Fund	Amendment	Expense	Personnel	\$7	New temporary Opiate Committee Administrator position requested by the Mayor (10 weeks at \$25.00 per hour not to exceed 12 hours per week)
52-71-011-510-001	Solid Waste Fund	Amendment	Expense	Personnel	\$5,415	New Administrative Operations Specialist position
52-71-011-511-001	Solid Waste Fund	Amendment	Expense	Personnel	\$2,649	New Administrative Operations Specialist position
52-71-011-511-002	Solid Waste Fund	Amendment	Expense	Personnel	\$714	New Administrative Operations Specialist position
52-71-011-512-001	Solid Waste Fund	Amendment	Expense	Personnel	\$414	New Administrative Operations Specialist position
52-71-011-512-002	Solid Waste Fund	Amendment	Expense	Personnel	\$11	New Administrative Operations Specialist position
52-71-051-530-010	Solid Waste Fund	Carry Over	Expense	Purchased Services	\$2,220	continued work with team building consultant into FY 2024
52-71-700-592-014	Solid Waste Fund	Carry Over	Expense	Capital Outlay	\$30,000	Work on new newspaper building and loading dock unable to start due to contractor availability, planning to complete in FY 2024
52-71-700-594-093	Solid Waste Fund	Carry Over	Expense	Capital Outlay	\$45,000	unable to acquire all dumpsters due to delay in manufacture time, continue replacements in FY 2024

GL Account	Fund	Type	Account Type	Category	Amount	Reason for Carry Over Request
52-71-700-594-094	Solid Waste Fund	Carry Over	Expense	Capital Outlay	\$20,000	Roll out bin replacement will continue into FY 2024
56-75-011-510-001	Storm Drainage Fund	Amendment	Expense	Personnel	\$5,415	New Administrative Operations Specialist position
56-75-011-511-001	Storm Drainage Fund	Amendment	Expense	Personnel	\$2,649	New Administrative Operations Specialist position
56-75-011-511-002	Storm Drainage Fund	Amendment	Expense	Personnel	\$714	New Administrative Operations Specialist position
56-75-011-512-001	Storm Drainage Fund	Amendment	Expense	Personnel	\$414	New Administrative Operations Specialist position
56-75-011-512-002	Storm Drainage Fund	Amendment	Expense	Personnel	\$11	New Administrative Operations Specialist position
32-21-003-553-001	Technology Replacement Fund	Amendment	Expense	Materials & Supplies	\$1,200	Desktop computer for new Administrative Operations Specialist position
32-21-003-553-003	Technology Replacement Fund	Amendment	Expense	Materials & Supplies	\$800	Printer and scanner for new Administrative Operations Specialist position
32-21-003-553-009	Technology Replacement Fund	Amendment	Expense	Materials & Supplies	\$300	Dual monitors for new Administrative Operations Specialist position
32-31-003-553-002	Technology Replacement Fund	Carry Over	Expense	Non-Capital Radios	\$13,570	Motorola radios and invoice were received late due to backorder issues.
						The quote for the mobile data terminals came in at \$278,662 which is over the amount Council encumbered from the ARPA Fund. Staff recommendation is to take the overage from the Technology Replacement Fund and complete the
32-31-700-599-004	Technology Replacement Fund	Amendment	Expense	Capital Outlay	\$97,585	project.
33-71-700-597-050	Vehicle Replacement Fund	Amendment	Expense	Capital Outlay	\$1,678	Bid award for Recycling pickup truck came in higher than budgeted
33-74-700-597-050	Vehicle Replacement Fund	Amendment	Expense	Capital Outlay	\$15,302	Increased cost for upfitting of a bucket truck
54-73-011-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$5,415	New Administrative Operations Specialist position
54-73-011-511-001	Wastewater Fund	Amendment	Expense	Personnel	\$2,649	New Administrative Operations Specialist position
54-73-011-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$714	New Administrative Operations Specialist position
54-73-011-512-011	Wastewater Fund	Amendment	Expense	Personnel	\$414	New Administrative Operations Specialist position
54-73-011-512-002	Wastewater Fund	Amendment	Expense	Personnel	\$11	New Administrative Operations Specialist position
54-73-062-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$8,894	Reclassify water operator position to wastewater
54-73-062-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$680	Reclassify water operator position to wastewater
54-73-062-510-001	Wastewater Fund	Amendment	Expense	Personnel	(\$2,454)	Reclassify water operator position to wastewater
54-73-062-510-001	Wastewater Fund	Amendment	Expense	Personnel	(\$188)	Reclassify water operator position to wastewater
54-73-062-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$10,059	Reclassify water operator I from RPT to FT
54-73-062-510-002	Wastewater Fund	Amendment	Expense	Personnel	(\$1,154)	Reclassify water operator I from RPT to FT
54-73-062-511-001	Wastewater Fund	Amendment	Expense	Personnel	(\$2,159)	Reclassify water operator position to wastewater
54-73-062-511-001	Wastewater Fund	Amendment	Expense	Personnel	(\$540)	Reclassify water operator position to wastewater
54-73-062-511-001	Wastewater Fund	Amendment	Expense	Personnel	\$3,749	Reclassify water operator I from RPT to FT
54-73-062-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$1,040	Reclassify water operator position to wastewater
54-73-062-511-002	Wastewater Fund	Amendment	Expense	Personnel	(\$287)	Reclassify water operator position to wastewater
54-73-062-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$1,176	Reclassify water operator I from RPT to FT
54-73-062-512-001	Wastewater Fund	Amendment	Expense	Personnel	\$770	Reclassify water operator I from RPT to FT
54-73-062-512-002	Wastewater Fund	Amendment	Expense	Personnel	\$185	Reclassify water operator position to wastewater
54-73-062-512-002	Wastewater Fund	Amendment	Expense	Personnel	(\$51)	Reclassify water operator position to wastewater
54-73-062-512-002	Wastewater Fund	Amendment	Expense	Personnel	\$209	Reclassify water operator I from RPT to FT
54-73-063-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$13,341	Reclassify water operator position to wastewater
54-73-063-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$1,021	Reclassify water operator position to wastewater
54-73-063-510-001	Wastewater Fund	Amendment	Expense	Personnel	\$15,088	Reclassify water operator I from RPT to FT
54-73-063-511-001	Wastewater Fund	Amendment	Expense	Personnel	\$5,623	Reclassify water operator I from RPT to FT
54-73-063-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$1,560	Reclassify water operator position to wastewater
54-73-063-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$1,764	Reclassify water operator I from RPT to FT
54-73-063-511-002	Wastewater Fund	Amendment	Expense	Personnel	\$1,764	Reclassify water operator I from RPT to FT

GL Account	Fund	Type	Account Type	Category	Amount	Reason for Carry Over Request
54-73-063-512-001	Wastewater Fund	Amendment	Expense	Personnel	\$1,154	Reclassify water operator I from RPT to FT
54-73-063-512-002	Wastewater Fund	Amendment	Expense	Personnel	\$278	Reclassify water operator position to wastewater
54-73-063-512-002	Wastewater Fund	Amendment	Expense	Personnel	\$314	Reclassify water operator I from RPT to FT
54-73-700-594-098	Wastewater Fund	Carry Over	Expense	Capital Outlay	\$5,349	The estimated delivery date for the Itron handheld has shifted to 7/28 due to component shortages.
54-73-700-596-191	Wastewater Fund	Carry Over	Expense	Capital Outlay	\$139,136	WWTF Phase 2 project will continue into FY 2024
53-72-011-510-001	Water Fund	Amendment	Expense	Personnel	\$5,415	New Administrative Operations Specialist position
53-72-011-511-001	Water Fund	Amendment	Expense	Personnel	\$2,649	New Administrative Operations Specialist position
53-72-011-511-001	Water Fund	Amendment	Expense	Personnel	\$414	New Administrative Operations Specialist position
53-72-011-511-002	Water Fund	Amendment	Expense	Personnel	\$714	New Administrative Operations Specialist position
53-72-011-512-002	Water Fund	Amendment	Expense	Personnel	\$11	New Administrative Operations Specialist position
53-72-059-510-001	Water Fund	Amendment	Expense	Personnel	\$13,341	Reclassify water operator position to wastewater
53-72-059-510-001	Water Fund	Amendment	Expense	Personnel	\$1,021	Reclassify water operator position to wastewater
53-72-059-510-001	Water Fund	Amendment	Expense	Personnel	(\$36,816)	Reclassify water operator position to wastewater
53-72-059-510-001	Water Fund	Amendment	Expense	Personnel	\$15,088	Reclassify water operator I from RPT to FT
53-72-059-510-002	Water Fund	Amendment	Expense	Personnel	(\$21,924)	Reclassify water operator I from RPT to FT
53-72-059-511-001	Water Fund	Amendment	Expense	Personnel	(\$8,095)	Reclassify water operator position to wastewater
53-72-059-511-001	Water Fund	Amendment	Expense	Personnel	\$5,623	Reclassify water operator I from RPT to FT
53-72-059-511-002	Water Fund	Amendment	Expense	Personnel	\$1,560	Reclassify water operator position to wastewater
53-72-059-511-002	Water Fund	Amendment	Expense	Personnel	(\$4,304)	Reclassify water operator position to wastewater
53-72-059-511-002	Water Fund	Amendment	Expense	Personnel	\$1,764	Reclassify water operator I from RPT to FT
53-72-059-512-001	Water Fund	Amendment	Expense	Personnel	(\$2,816)	Reclassify water operator position to wastewater
53-72-059-512-001	Water Fund	Amendment	Expense	Personnel	\$1,154	Reclassify water operator I from RPT to FT
53-72-059-512-002	Water Fund	Amendment	Expense	Personnel	\$278	Reclassify water operator position to wastewater
53-72-059-512-002	Water Fund	Amendment	Expense	Personnel	(\$766)	Reclassify water operator position to wastewater
53-72-059-512-002	Water Fund	Amendment	Expense	Personnel	\$314	Reclassify water operator I from RPT to FT
53-72-059-520-012	Water Fund	Carry Over	Expense	Maintenance & Repairs	\$25,463	water line repair and replacements to continue in FY 2024
53-72-059-530-010	Water Fund	Carry Over	Expense	Purchased Services	\$19,655	work on Water Rate Study continuing in FY 2024
53-72-059-530-022	Water Fund	Carry Over	Expense	Purchased Services	\$8,200	Planned leak detection unable to be performed in FY 2023 and will be done next year
53-72-059-552-019	Water Fund	Carry Over	Expense	Non-Capital Improvements	\$18,753	treated water valve replacements to continue into FY 2024
53-72-060-510-001	Water Fund	Amendment	Expense	Personnel	\$8,894	Reclassify water operator position to wastewater
53-72-060-510-001	Water Fund	Amendment	Expense	Personnel	\$185	Reclassify water operator position to wastewater
53-72-060-510-001	Water Fund	Amendment	Expense	Personnel	(\$9,818)	Reclassify water operator position to wastewater
53-72-060-510-001	Water Fund	Amendment	Expense	Personnel	\$10,059	Reclassify water operator I from RPT to FT
53-72-060-511-001	Water Fund	Amendment	Expense	Personnel	\$3,749	Reclassify water operator I from RPT to FT
53-72-060-511-002	Water Fund	Amendment	Expense	Personnel	\$1,040	Reclassify water operator position to wastewater
53-72-060-511-002	Water Fund	Amendment	Expense	Personnel	(\$1,148)	Reclassify water operator position to wastewater
53-72-060-511-002	Water Fund	Amendment	Expense	Personnel	(\$2,159)	Reclassify water operator position to wastewater
53-72-060-511-02	Water Fund	Amendment	Expense	Personnel	\$1,176	Reclassify water operator I from RPT to FT
53-72-060-512-001	Water Fund	Amendment	Expense	Personnel	\$680	Reclassify water operator position to wastewater
53-72-060-512-001	Water Fund	Amendment	Expense	Personnel	(\$751)	Reclassify water operator position to wastewater
53-72-060-512-001	Water Fund	Amendment	Expense	Personnel	\$770	Reclassify water operator I from RPT to FT
53-72-060-512-002	Water Fund	Amendment	Expense	Personnel	(\$204)	Reclassify water operator position to wastewater
53-72-060-512-002	Water Fund	Amendment	Expense	Personnel	\$209	Reclassify water operator I from RPT to FT

GL Account	Fund	Type	Account Type	Category	Amount	Reason for Carry Over Request
53-72-060-512-002	Water Fund	Amendment	Expense	Personnel	\$209	Reclassify water operator I from RPT to FT
53-72-060-520-012	Water Fund	Carry Over	Expense	Maintenance & Repairs	\$89,089	raw water main repairs and upgrades continue into FY 2024
53-72-060-552-019	Water Fund	Carry Over	Expense	Non-Capital Improvements	\$19,188	raw water valve replacements continue into FY 2024
53-72-060-552-034	Water Fund	Carry Over	Expense	Non-Capital Improvements	\$25,000	Mountain View 29 raw water extension project not completed in FY 2023 but will be done next year
53-72-060-552-035	Water Fund	Carry Over	Expense	Non-Capital Improvements	\$35,000	Webster subdivision raw water extension project not completed in FY 2023 but will be done next year
53-72-700-496-224	Water Fund	Amendment	Revenue	Capital Outlay	\$2,500,000	Grant award for the tree streets waterline project
53-72-700-594-098	Water Fund	Carry Over	Expense	Capital Outlay	\$6,673	The estimated delivery date for the ltron handheld has shifted to 7/28 due to component shortages.
53-72-700-596-206	Water Fund	Carry Over	Expense	Capital Outlay	\$60,000	17th Street raw water crossing project not completed in FY 2023 but trying to do in FY 2024; project scope has been reduced
53-72-700-596-219	Water Fund	Carry Over	Expense	Capital Outlay	\$61,631	West Ave raw water extension project not completed in FY 2023 but will be completed next year; patching and street repair still to be done
53-72-700-596-224	Water Fund	Amendment	Expense	Capital Outlay	\$5,000,000	Tree streets waterline project
53-72-700-596-226	Water Fund	Carry Over	Expense	Capital Outlay	\$144,112	26th & Holler raw water extension project design started in FY 2023 with construction to be completed in FY 2024

MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS – STREETS

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

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



AGENDA ITEM SUMMARY REPORT

Approval of Resolution 2023-14 to approve and adopt the Big Horn Avenue Corridor Study Final Report

ACTION TO BE TAKEN

Consider approval and adoption of the Big Horn Avenue Corridor Study Final Report, and authorize the Mayor to sign Resolution 2023-14.

SUMMARY OF INFORMATION

The City of Cody applied for and secured grant funding from the Wyoming Department of Transportation in May 2021 to complete the Big Horn Avenue Corridor Study (Study). The intent of the Study was to evaluate numerous factors along the corridor including future growth, future traffic levels, speed, intersection traffic signal warrants, non-vehicular facilities (pedestrian and bicycle), and pedestrian crossing improvements. City staff performed a Qualifications Based Selection (QBS) process in 2021 to select an engineering consultant for the Study, and Stantec Consulting Services Inc. (Stantec) was placed under contract to complete the project in December 2021.

The Cody Urban Systems and Traffic Committee (CUSTC) was designated as the “steering committee” for the Study, with CUSTC members meeting frequently with Stantec staff throughout 2022 and early 2023 to provide input and feedback at key milestones during the progress of work. CUSTC members and Stantec staff also conducted an on-line public survey, held two on-line open house meetings, and one in-person open house meeting to solicit feedback and comments from the public on the alternatives evaluated and recommendations made in the Study.

The Big Horn Avenue Corridor Study Final Report was presented to the CUSTC members by Stantec in early 2023 for final review and consideration. The CUSTC met on May 1, 2023 to discuss the Final Report, and voted at that meeting to recommend to the Cody City Council that the Final Report be approved and adopted.

Resolution 2024-14 will approve and adopt the Study Final Report, and will allow City staff to utilize the Study for Capital Improvement Program (CIP) project planning and budgeting, land development application review and recommendations, and future coordination with WYDOT for projects along the corridor.

FISCAL IMPACT

The Study identifies specific projects for future capital investment along the corridor, and will be used as a guidance document for future budget proposals and grant applications. There are no specific fiscal impacts created by approving and adopting the Study.

ATTACHMENTS

1. Resolution 2023-14
2. Big Horn Avenue Corridor Study Final Report – Table of Contents and Executive Summary

AGENDA ITEM NO. _____

RESOLUTION 2023 - 14

**A RESOLUTION TO APPROVE AND ADOPT
THE BIG HORN AVENUE CORRIDOR STUDY FINAL REPORT**

WHEREAS, the City Council for the City of Cody recognizes the importance of performing long-term planning and prioritization of the needs for infrastructure investment in the City’s streets and pedestrian facilities to ensure that safe and effective mobility options are provided to its residents; and

WHEREAS, the City of Cody recognized the need to analyze and study the Big Horn Avenue Corridor to understand the long-term traffic and pedestrian improvements that will be required in the coming years; and

WHEREAS, the City of Cody has worked in partnership with the Wyoming Department of Transportation (WYDOT), Park County Government, and the Park County School District #6 (PCSD#6) during the course of the corridor study; and

WHEREAS, the Cody Urban Systems and Traffic Committee (CUSTC), comprised of City of Cody, WYDOT, Park County, PCSD#6, and general public appointed members, was designated as the “steering committee” for the corridor study; and

WHEREAS, The CUSTC steering committee has held public meetings, informational open houses, and conducted public surveys to gather input and feedback about the Big Horn Avenue Corridor and the challenges faced by motorists and pedestrians alike; and

WHEREAS, The CUSTC has reviewed the Big Horn Avenue Corridor Study Final Report and recommended approval and adoption of the report by the Cody City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cody, Wyoming, the following:

THAT the “Big Horn Avenue Corridor Study Final Report” is hereby approved and adopted; and

THAT the Big Horn Avenue Corridor Study will be used as a basis for future capital improvement project planning and programing; and

THAT the Big Horn Avenue Corridor Study will be used as guidance for land development application review and approval to determine streets and pedestrian infrastructure needs of each development application.

PASSED, APPROVED AND ADOPTED this 15th day of August, 2023.

Matt Hall, Mayor, City of Cody

ATTEST:

Cindy Baker, Administrative Services Director



Big Horn Avenue Corridor Study

Corridor Study for Big Horn Avenue/
US 14A in Cody, WY from Belfry
Highway to Beacon Hill Road

March 21, 2023

Prepared for:
City of Cody
1338 Rumsey Avenue
Cody, WY 82414

Prepared by:
Stantec Consulting Services Inc.
2 North Main Street, Suite 401
Sheridan, WY 82801



BIG HORN AVENUE CORRIDOR STUDY

The conclusions in the Report titled Big Horn Avenue Corridor Study are Stantec's professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

Stantec has assumed all information received from the City of Cody (the "Client") and third parties in the preparation of the Report to be correct. While Stantec has exercised a customary level of judgment or due diligence in the use of such information, Stantec assumes no responsibility for the consequences of any error or omission contained therein.

This Report is intended solely for use by the Client in accordance with Stantec's contract with the Client. While the Report may be provided to applicable authorities having jurisdiction and others for whom the Client is responsible, Stantec does not warrant the services to any third party. The report may not be relied upon by any other party without the express written consent of Stantec, which may be withheld at Stantec's discretion.


Prepared by  Digitally signed by Capets, Adam
Date: 2023.03.21 10:03:51 -05'00'
(signature)

Adam Capets, PE

Reviewed by  Digitally signed by Jill M. Rosselott
Reason: I agree to the terms defined by the placement of my signature on this document
Contact Info: Jill.Rosselott@stantec.com
Date: 2023.03.21 10:17:39-06'00'
(signature)

Jill Rosselott, PE

I certify this document has been prepared by me or under my immediate supervision, that I have experience and training in the field of traffic and transportation engineering, that I am a registered Professional Engineer (PE) with the State of Wyoming, and that I am a registered Professional Traffic Operations Engineer (PTOE) with the Transportation Professional Certification Board.

Approved by  Location: Cheyenne, Wyoming
Reason: I agree to the terms defined by the placement of my signature on this document
Contact Info: ben.weaver@stantec.com
Date: 2023.03.21 08:57:29-06'00'
(signature)

Benjamin Weaver, PE, PLS, PTOE

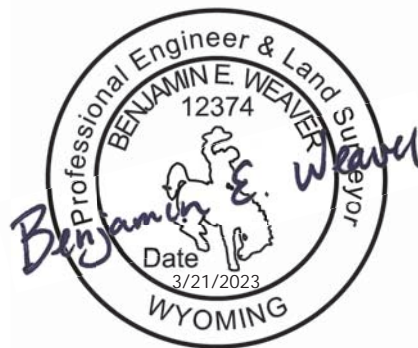


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BIG HORN AVENUE CORRIDOR STUDY

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Abbreviations

AADT	Annual Average Daily Traffic
AASHTO	American Association of State Highway and Transportation Officials
ADA	Americans with Disabilities Act
CUSTC	Cody Urban Systems and Traffic Committee
F&SI	Fatal and Serious Injury
HCM	Highway Capacity Manual
LOS	Level of Service
MUTCD	Manual on Uniform Traffic Control Devices
(H)MVMT	(Hundred) Million Vehicle Miles Traveled
PCSD 6	Park County School District 6
PHB	Pedestrian Hybrid Beacon
RM	Reference Marker
RRFB	Rectangular Rapid Flashing Beacon
TWLTL	Two-Way Left Turn Lane
VPD	Vehicles per Day
WYDOT	Wyoming Department of Transportation



Executive Summary

To identify and document vehicular safety and operational deficiencies, bicycle and pedestrian safety deficiencies, network gaps, and access density concerns, a 2.2-mile section of Big Horn Avenue was studied within Cody, Wyoming city limits. Figure A.1 shows the approximate limits of the study.

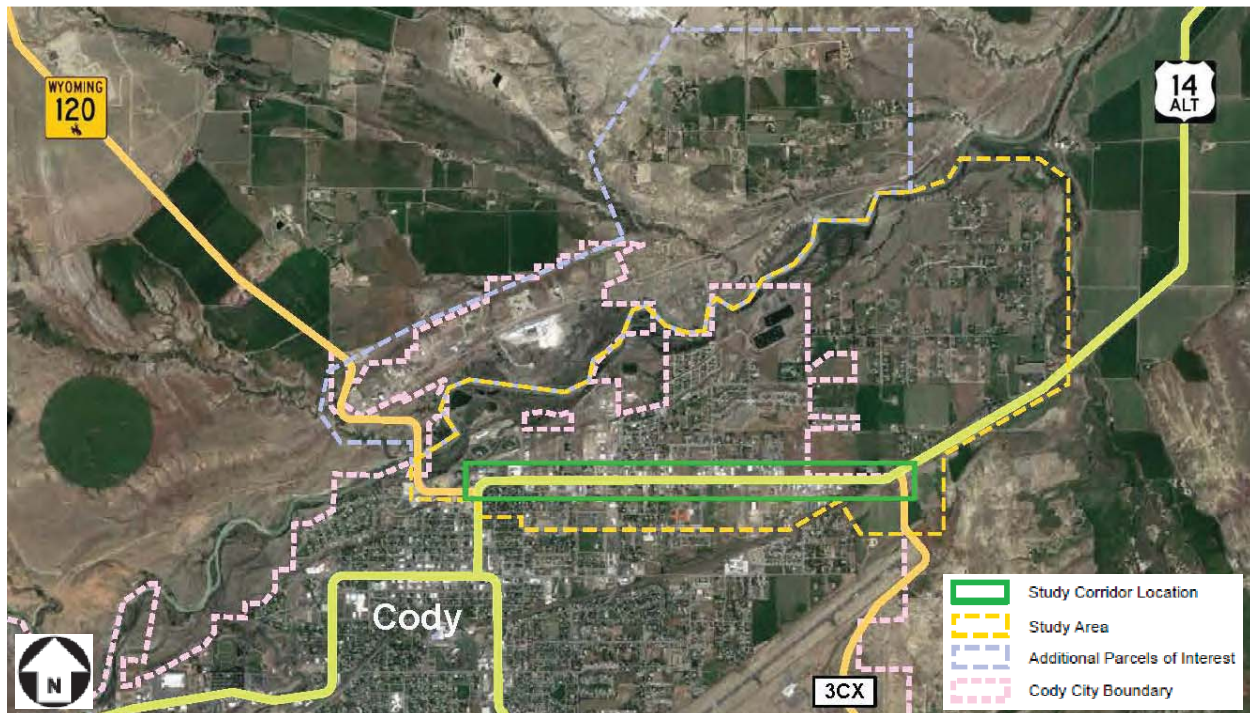


Figure A.1 – Big Horn Avenue Corridor Study Limits

The corridor contains 19 intersections with public streets. The following five major intersections were selected for more detailed analysis:

1. Big Horn Avenue & Belfry Highway/WY 120
2. Big Horn Avenue & Freedom Street
3. Big Horn Avenue & Robert Street
4. Big Horn Avenue & Cooper Lane West
5. Big Horn Avenue & Beacon Hill Road/Rd 3CX

The intersection of Big Horn Avenue and Blackburn Street was excluded from the analysis. WYDOT is proposing traffic signal control at the intersection. Design of the traffic signal is expected to begin in 2023.

Within the Big Horn Avenue Corridor Study, three key tasks were completed and summarized in the following report. These tasks included assessing existing conditions, conducting public engagement, and analyzing recommended improvements throughout the corridor.



BIG HORN AVENUE CORRIDOR STUDY

Stantec previously submitted a technical memorandum in June 2022 which summarized the existing conditions assessment of the Big Horn Avenue corridor. This was used to identify potential concerns and act as a baseline for future recommendations. Existing conditions that were obtained as part of this study included the following information:

- Corridor and Intersection Geometrics
- Access Density
- Traffic Volumes
- Crash Analysis
- Existing Pedestrian and Bicycle Facilities
- Land Use and Zoning
- Previous Studies

Traffic forecasts for the year 2050 were developed to assess the impact that city expansion and future development has on the proposed corridor improvements. The growth rates and patterns experienced on the corridor in the past 30 years were expected to similarly reflect the growth anticipated through 2050, thus the average growth rate of the corridor of 2.0% per year was selected and applied to all segments and adjoining streets. Historical 2019 AADTs and forecasted 2050 volumes are shown in Table A.1.

Table A.1 – 2050 Forecast Daily Volumes		
Segment	2019 Daily Volumes	2050 Daily Volumes
RM 0.44 (Belfry Highway) to 1.13 (Blackburn Street)	11,769	21,740
RM 1.13 (Blackburn Street) to 2.19 (Cooper Lane West)	10,495	19,390
RM 2.19 (Cooper Lane West) to 2.67 (Beacon Hill Road)	6,243	11,530
RM 2.67 (Beacon Hill Road) to 7.34 (County Road 2AB)*	7,114	13,140

**Data provided for reference only and is located outside study area*

To determine if traffic signal control is warranted at the major intersections mentioned above, a signal warrant analysis was completed. This analysis focused on Warrants 1, 2, 3, 7 and 8 of the MUTCD for all five intersections and Warrants 4 and 5 where applicable. A description of each warrant is shown below. Under existing volumes, none of the five intersections examined meet signal warrants, thus traffic signals are not recommended in the near-term. However based on forecasted volumes, it is estimated that intersections along the corridor may meet signal warrants beginning in 2029.

Warrant 1 – Eight-Hour Vehicular Volume

Warrant 2 – Four-Hour Vehicular Volume

Warrant 3 – Peak Hour

Warrant 4 – Pedestrian Volume



BIG HORN AVENUE CORRIDOR STUDY

Warrant 5 – School Crossing
Warrant 7 – Crash Experience
Warrant 8 – Roadway Network

Delay and LOS (the quality of traffic flow based on delay per vehicle, rated A through F where F is the most congested) were used as measures for determining how the five major intersections operate. 2021 and 2050 models were developed using Synchro software given AM, Mid-day, and PM peak hour conditions. LOS results are based on thresholds derived in the HCM based on the average delay per vehicle. It was determined that all intersection movements performed at LOS C or better for the 2021 peak hour scenarios. In the 2050 peak hours, Belfry Highway and Beacon Hill Road movements performed at LOS F and Robert Street movements at LOS D during peak hours. Table A.2 shows a summary of the Synchro results for the existing conditions.

Table A.2 – Existing Configuration LOS Summary						
Intersection	Lowest LOS - 2021			Lowest LOS - 2050		
	AM	Mid	PM	AM	Mid	PM
Belfry Highway	C	C	C	F	F	F
Freedom Street	B	B	B	C	C	C
Robert Street	B	B	B	D	B	C
Cooper Lane West	B	B	B	C	B	B
Beacon Hill Road	C	B	C	F	D	F

LOS A-C:  LOS D:  LOS E:  LOS F: 

Existing crash data was utilized to assess safety along the corridor and to determine high crash probability areas. The most common vehicle crashes experienced on the corridor involved turning vehicles. These crashes were concentrated in areas with high access and intersection density and around adjacent businesses and land uses with high vehicle trip generation. The existing corridor configuration with a TWLTL and high access density creates many conflict points, which increases the likelihood of a vehicle collision caused by turning vehicles.

Crash rates were calculated for the corridor and were compared to the WYDOT statewide crash rates for similar urban principal arterial facilities between 2016 and 2020. The total crash rate along the corridor was shown to be 36% lower than the statewide average. Similarly, the F&SI crash rate was 52% lower than the statewide average. While both rates are lower than statewide, the crash rate is expected to increase as vehicle volumes increase on the corridor. Comparisons are shown in Table A.3.



BIG HORN AVENUE CORRIDOR STUDY

Table A.3 – Corridor Crash Rates, 2016 – 2020		
Segment	Total Crash Rate (crashes/MVMT)	F&SI Crash Rate (crashes/HMVMT)
RM 0.44 (Belfry Highway) to 1.13 (Blackburn Street)	1.820	0.000
RM 1.13 (Blackburn Street) to 2.19 (Cooper Lane West)	1.156	0.000
RM 2.19 (Cooper Lane West) to 2.67 (Beacon Hill Road)	2.648	18.265
Corridor Average	1.600	2.461
Wyoming Statewide Average, Urban Principal Arterial – Other	2.485	5.087

Recently, two bicycle related crashes (both in 2016, one between North Lane and 19th Street, one between Blackburn and A Streets) and one pedestrian crash (2021) were recorded along the corridor. Generally, the lack of signed/marked pedestrian crossings and minimal sidewalk buffer do not create safe conditions for pedestrians. Providing safe crossings in strategic locations can help mitigate future pedestrian crashes.

Three public engagement opportunities were conducted over the duration of the project. These opportunities allowed for the public to regularly provide feedback regarding existing concerns and proposed improvements. Surveys, interactive maps, and public meetings were all used as a means for obtaining input.

Based on the analysis completed in this report, an initial list of potential alternatives was created to present all improvement options. Viable improvements were chosen to be advanced into further analysis and discussion with the public. After all considerations were reviewed and analyzed, the following improvements are recommended for the corridor as a whole and for specific locations.

- Corridor Vehicle Speed Reduction: To reduce vehicle speeds, through lanes should be narrowed to 11 feet. In the near term, Big Horn Avenue should be restriped. This is anticipated to be completed in conjunction with resurfacing and ADA pedestrian ramp improvements while maintaining the existing curb-to-curb distance, which will cost approximately \$4,440,000. In the long term, the southern curb should be reconstructed to the north to narrow lanes and provide space for a raised shared-use path, which will cost approximately \$8,240,000. Along with the section modifications, the speed limit on Big Horn Avenue should be reduced to 30 mph. Radar speed indicators should be installed for westbound traffic entering Cody from Powell Highway.
- Corridor Crash Reduction Measures: To improve turning vehicle safety, it is recommended that any new access or existing access modification is consolidated into a joint access or moved to an adjacent side street if possible and meets WYDOT's Access Manual requirements. In the long term, raised medians should be considered as volumes approach the 24,000 VPD threshold, which will cost approximately \$3,140,000. Left turns and U-turns would only occur at major



BIG HORN AVENUE CORRIDOR STUDY

intersections, which may require signalization to accommodate increased volume. Enhanced lighting should be installed between 36th Street and Beacon Hill Road to reduce animal crashes.

- Pedestrian and Bicycle Crossings: To provide safe crossings for pedestrians and bicycles, a PHB crossing with median refuge should be installed on the west leg of the Freedom Street intersection as soon as possible and further explored on the east leg of the 19th Street intersection. The PHB crossing will cost approximately \$350,000. An RRFB crossing was tested in the interim to assess effects on safety and pedestrian volumes, however it was determined that the crossing showed safety concerns that may be more adequately addressed with a PHB. The crossings should be accompanied by advanced warning signage with overhead flashing beacons, and a 20-mph school zone should be implemented at Freedom Street as soon as it is warranted by WYDOT.
- Intersection Improvements: As development continues north and east of the corridor, the intersections with Belfry Highway, Robert Street, Cooper Lane West, and Beacon Hill Road will see increased turning volumes. Turning movement counts should be collected again around 2030 to reassess signal warrants. Once traffic signal warrants have been met, traffic signals should be considered at each of the four intersections and roundabouts should also be considered at Belfry Highway and Beacon Hill Road. Roundabouts may provide geometric and safety advantages over traffic signals. Adding control through signals (including at Blackburn) or roundabouts may also change driver behavior and expectations by creating stop conditions instead of an uninterrupted corridor where drivers are more focused on traveling through. Traffic signals will range in cost between approximately \$500,000 and \$750,000 depending on intersection complexity such as with Belfry Highway, while multi-lane roundabouts will cost approximately \$5,000,000.

Prior to signal installation, the Robert Street connection and realignment/new connection at Cooper Lane West should be completed to mitigate/eliminate the offset intersections with Freedom and Date Streets, respectively. These costs will range between approximately \$2,800,000 and \$3,750,000 depending on length of roadway being constructed. The PHB crossing at Freedom Street should be reevaluated and may be removed if a signal is constructed at Robert Street. The hardware may be reused at another crossing location.



MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS – SOLID WASTE

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

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



AGENDA ITEM SUMMARY REPORT

Ordinance 2023-08 Amending Title 4, Chapter 4, Article I and Article III, of the City of Cody Municipal Code

ACTION TO BE TAKEN

Consider approval of Ordinance 2023-08 on Third and Final Reading to modify the City of Cody Municipal Code related to the Solid Waste and Recycling Utility Service.

SUMMARY OF INFORMATION

The City of Cody provides solid waste disposal and recycling utility services through the Solid Waste and Recycling Enterprise Fund. Ordinance 2023-08 will modify the the Municipal Code in two areas described as follows.

1. Title 4, Chapter 4, Article I, Item 7 will amend the existing code language about the disposal of manure in city-furnished receptacles. The Solid Waste Crew has observed the bulk dumping of livestock manure in roll-out containers and dumpsters, and creating challenges due to the weight of the filled containers and dumpsters that cannot be picked up by the City's solid waste trucks. The proposed amendment would require that any manure placed in receptacles be bagged and limited to fifty (50) pounds per service pick-up on the customer's collection day. The proposed amendment would also specifically forbid bulk manure disposal in city-furnished receptacles.
2. Title 4, Chapter 4, Article III, Items 13.A, 13.B, and 13.E will modify and set the service rates for the Solid Waste and Recycling Utility as approved with the FY 2024 Budget. Operating costs of the Solid Waste and Recycling Enterprise Fund have continued to increase over the past several years with the largest increases being labor costs (merit and adjustment to scale increases), capital equipment costs (such as trucks, dumpsters, and roll-out containers), and fuel costs. In addition, Item B has been modified with some minor wording changes related to the bulk item removal program fee that is included in the rate schedule and Item E has been clarified with language about the placement of roll-out containers near parked vehicles.

The last Solid Waste and Recycling Utility Service Rate modification was made in July of 2021, approximately two (2) years ago. The proposed rate increase is approximately three percent (3.0%) or slightly higher due to rounding, and will affect the charges associated with the City Solid Waste Fee (i.e., collection), the County Landfill Fee (i.e., disposal), and the Recycling Fee on both Residential and Commercial accounts. It will also affect the Bulk Item Removal Fee on Residential accounts only.

A final modification was made for the third and final reading of Ordinance 2023-08 regarding the Recycling Fee and Bulk Item Removal Fee on Residential accounts. These two fees were mistakenly switched in the first and second reading of the ordinance. This has been corrected, with the Recycling Fee correctly stated at \$1.40 per month (previously stated as \$1.55) and the Bulk Item Removal Fee correctly stated at \$1.55 per month (previously stated as \$1.40).

AGENDA ITEM NO. _____

No other modifications have been made to the ordinance for third and final reading, and the document attached is in “final” version with no underlining shown for the proposed modifications. If Ordinance 2023-08 is passed on third and final reading, the proposed rate modifications will take effect on September 1, 2023.

FISCAL IMPACT

With approval of Ordinance 2023-08 and modification of City’s Solid Waste and Recycling Service Rates as proposed, it is anticipated that solid waste and recycling fund revenues will be increased by approximately 3.0% per year in FY 2024.

ATTACHMENTS

Ordinance 2023-08

AGENDA ITEM NO. _____

ORDINANCE 2023 – 08

**AN ORDINANCE AMENDING TITLE 4, CHAPTER 4, ARTICLE I,
AND TITLE 4, CHAPTER 4, ARTICLE III,
OF THE CITY OF CODY MUNICIPAL CODE**

Article I, Section 7, Item F, shall be hereby amended as follows effective September 1, 2023.

4-4-7: REMOVAL OF WASTE

- F. Other than a light spread of manure which may be applied on lawns or gardens for fertilizing purposes, manure shall not be kept on any premises for any purpose, or kept in piles for later use, but must be either plowed under or removed by the owner, occupant, or agent. Any manure placed in city-furnished receptacles shall be bagged, weigh less than fifty (50) pounds per bag, and be limited to one (1) bag per customer per collection day in the city-furnished receptacle. Bulk or unbagged manure shall not be placed in any city-furnished roll-out container or dumpster.

NO OTHER MODIFICATIONS TO THE REMAINDER OF ARTICLE I.

Article III, Section 13, shall be hereby amended as follows effective September 1, 2023.

4-4-13: FEE SCHEDULE

There is hereby levied and assessed a service charge against persons and/or businesses in the city requiring garage and debris disposal as outlined in section 4-4-3 of this chapter, for all bills generated after September 1, 2023, as follows:

- A. Monthly Charge for Residences: For a residence, there shall be a basic monthly minimum charge as follows:

RESIDENTIAL RATES

	Monthly City Solid Waste Fee	Monthly County Landfill Fee	Total Monthly Fee (1)
Dumpster	\$12.70	\$9.05	\$21.75
1 Roll-out Container	\$12.70	\$9.05	\$21.75
2 Roll-out Containers	\$15.70	\$10.45	\$26.15
3 Roll-out Container	\$21.10	\$15.00	\$36.10
Note 1 (for Total Monthly Fee): <ul style="list-style-type: none">a. In addition, there shall be a basic monthly minimum charge of \$1.40 for recycling operations regardless of user’s production and usage of recycling services.b. In addition, there shall be a basic monthly minimum charge of \$1.55 for the bulk item removal program as outlined in section 4-4-6, regardless of the actual usage of the bulk item removal services.			

B. Monthly Charge for Commercial Businesses: For all commercial businesses, the city shall assess a basic monthly minimum charge as provided below. If a user requires different combinations of services or the city determines the user’s production and usage requires a different combination of service, the monthly charges shall be as follows:

COMMERCIAL RATES

	Collections per Week	Monthly City Solid Waste Fee	Monthly County Landfill Fee	Total Monthly Fee (1)
1 dumpster	1	\$ 29.22	\$ 20.88	\$ 50.10
	2	55.80	39.89	95.69
	3	82.66	59.10	141.76
	4	109.23	78.10	187.33
	5	135.81	97.10	232.91
	6	162.68	116.31	278.99
2 dumpsters	1	55.80	39.89	95.69
	2	109.23	78.10	187.33
	3	162.68	116.31	278.99
	4	216.12	154.51	370.63
	5	269.28	192.52	461.80
	6	322.71	230.72	553.43
3 dumpsters	1	82.66	59.10	141.76
	2	162.68	116.31	278.99
	3	242.69	173.52	416.21
	4	322.71	230.72	553.43
	5	402.74	287.93	690.67
	6	482.75	345.14	827.89
4 dumpsters	1	109.23	78.10	187.33
	2	216.12	154.51	370.63
	3	322.71	230.72	553.43
	4	429.60	307.15	736.75
	5	536.20	383.35	919.55
	6	643.08	459.76	1,102.84
5 dumpsters	1	135.81	97.10	232.91
	2	269.28	192.52	461.80
	3	402.74	287.93	690.67
	4	536.20	383.35	919.55
	5	669.65	478.76	1,148.41
	6	803.12	574.19	1,377.31
6 dumpsters	1	162.68	116.31	278.99
	2	322.71	230.72	553.43
	3	482.75	345.14	827.89
	4	643.08	459.76	1,102.84
	5	803.12	574.19	1,377.31
	6	963.15	688.61	1,651.76
7 dumpsters	1	189.24	135.31	324.55
	2	375.87	268.73	644.60
	3	562.48	402.15	964.63
	4	749.39	535.77	1,285.16
	5	935.99	669.19	1,605.18
	6	1,122.61	802.61	1,925.22

(TABLE CONTINUED ON NEXT PAGE)

	Collections per Week	Monthly City Solid Waste Fee	Monthly County Landfill Fee	Total Monthly Fee (1)
8 dumpsters	1	216.12	154.51	370.63
	2	429.60	307.15	736.75
	3	642.78	459.57	1,102.35
	4	856.27	612.18	1,468.45
	5	1,070.04	765.03	1,835.07
	6	1,283.24	917.44	2,200.68
Note 1 (for Total Monthly Fee): In addition, each commercial or business establishment shall be assessed a basic monthly minimum charge of \$4.65 for recycling operations, regardless of the number of dumpsters the commercial entity is billed for on a monthly basis and regardless of the user's production and usage of recycling services.				

E. Placement And Removal Of Roll-Out Containers: Any person or business using a roll-out container shall place the same at the curb area immediately in front of the user's property not more than twelve (12) hours before a scheduled pick up and shall remove same to the user's property away from the street to a protected area within twelve (12) hours of a scheduled pick up. If any vehicles, campers, boats, etc. are parked along the curb, the container should be pulled out for pick up to be flush with the driver's side of the vehicle(s) and must have at least four (4) feet of clearance on either side of the container to allow for sanitation truck access. Violations of this section shall be punished pursuant to section 1-4-1 of this code.

NO OTHER MODIFICATIONS TO THE REMAINDER OF ARTICLE III.

This Ordinance shall become effective at the final passage after third reading and publication in the Cody Enterprise as required by law:

PASSED ON FIRST READING: JULY 18, 2023

PASSED ON SECOND READING: AUGUST 1, 2023

PASSED ON THIRD READING: _____

Matt Hall, Mayor

ATTEST:

Cynthia D. Baker, Administrative Services Officer

MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS – WASTEWATER

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

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



AGENDA ITEM SUMMARY REPORT

Ordinance 2023-09 Amending Title 8, Chapter 3, Article I of the City of Cody Municipal Code

ACTION TO BE TAKEN

Consider approval of Ordinance 2023-09 on Third and Final Reading to modify the City of Cody Municipal Code related to Wastewater Utility Service Charges and sewer connection maintenance responsibility.

SUMMARY OF INFORMATION

The City of Cody provides sanitary sewer collection and treatment utility services through the Wastewater Enterprise Fund. Ordinance 2023-09 will modify the the Municipal Code and set the service rates for the wastewater utility as discussed with the City Council at the budget work sessions and approved with the FY 2024 Budget. Operating costs of the Wastewater Enterprise Fund have continued to increase over the past several years with the largest increases being labor costs (merit and adjustment to scale increases), construction material and capital equipment costs, and electric costs for the Wastewater Treatment Facility (WWTF).

The last Wastewater Service Rate modifications were made in 2013 (increasing the monthly base fee) and 2007 (increasing the wastewater use charge per 1,000 gallons). The proposed rate increase is approximately three percent (3.0%) or slightly higher due to rounding.

In addition, Item 8-3-10-2.D is being removed because the service charges are defined in other sections of the code, and this item is duplicative and unnecessary.

A wording error was corrected with second reading for Item 8-3-10-2.B. The monthly cost of \$19.92 was incorrectly stated with the first reading, and was corrected.

An additional modification was incorporated with second reading for Item 8-3-10: Connection Costs. The proposed modification defines ownership and maintenance responsibilities of each property owner served on the collection system. The proposed paragraph states that the property owner is responsible for all maintenance, repair, and replacement of the entire length of the sanitary sewer service from the sanitary sewer main (which is owned and maintained by the City) to the property served. This has been the City's policy, but was not clearly defined in this section of the municipal code.

No new or additional modifications have been made to the ordinance for third and final reading, and the document attached is in "final" version with no underlining shown for the proposed modifications. If Ordinance 2023-09 is passed on third and final reading, the proposed rate modifications will take effect on September 1, 2023.

AGENDA ITEM NO. _____

FISCAL IMPACT

With approval of Ordinance 2023-09 and modification of City's Wastewater Service Rates as proposed, it is anticipated that Wastewater Enterprise Fund revenues will be increased by approximately 3.0% per year in FY 2024 and beyond.

ATTACHMENTS

Ordinance 2023-09

ORDINANCE 2023 – 09

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 3, ARTICLE I,
OF THE CITY OF CODY MUNICIPAL CODE**

Article I, Section 10, shall be hereby amended as follows effective September 1, 2023.

8-3-10: CONNECTION COSTS

Any property owner desiring to make such sewer connection as referred to in section 8-3-9 of this chapter shall pay all costs of the installation, inspection and other expenses in connection with the work of installing such sewer connection from the point where the sewer connection connects with the adjacent sanitary sewer to the property line of the property to be served by such sewer connection. In addition thereto, the property owner shall pay to the city treasurer the sum of one hundred dollars (\$100.00).

The property owner shall be responsible for all maintenance, repair, and/or replacement of the sewer connection serving the property from the point where the sewer connection connects with the adjacent sanitary sewer (main) to and into the property, including all saddles, fittings, clean outs, or other connection appurtenances. The city will not be responsible for maintenance, repair, and/or replacement along any portion of the sewer connection.

Article I, Section 10-2, shall be hereby amended as follows effective September 1, 2023.

8-3-10-2: SEWER USE FEES; SCHEDULE

- A. Minimum Monthly Charge: There is hereby levied and assessed a service charge against any entity or person in the city requiring sewage disposal into the sanitary sewer system as follows:

A minimum monthly charge for the water measured through each water meter based upon the sized of the water meter as follows:

Meter Size	Monthly Minimum Charge
¾ inch	\$ 10.45
1 inch	\$ 20.90
1 ½ inch	\$ 41.80
2 inch	\$ 73.15
3 inch	\$ 167.20
4 inch	\$ 292.60
6 inch	\$ 627.00
Plus \$1.90 per 1,000 gallons per month of water metered	

- B. Sewer System Only: For those entities or persons connected to the sanitary sewer system, but not receiving water from the city water system, the charge shall be nineteen dollars and ninety-two cents (\$19.92) per month.

D. ITEM REMOVED COMPLETELY

NO OTHER MODIFICATIONS TO THE REMAINDER OF ARTICLE I

This Ordinance shall become effective at the final passage after third reading and publication in the Cody Enterprise as required by law:

PASSED ON FIRST READING: JULY 18, 2023

PASSED ON SECOND READING: AUGUST 1, 2023

PASSED ON THIRD READING: _____

Matt Hall, Mayor

ATTEST:

Cynthia D. Baker, Administrative Services Officer

MEETING DATE: AUGUST 15, 2023
DEPARTMENT: ADMINISTRATION
PREPARED BY: CINDY BAKER,
ADMINISTRATIVE SERVICES OFFICER
PRESENTED BY: CINDY BAKER,
ADMINISTRATIVE SERVICES OFFICER

AGENDA ITEM SUMMARY REPORT
ORDINANCE 2023-10

An Ordinance Amending Title 1, Chapter 6, Section 1-6-2 of the City of Cody
Code: Wards

ACTION TO BE TAKEN:

Approve Ordinance 2023-10 (second of three readings) – no changes for second reading

SUMMARY OF INFORMATION:

Typically following a Census, it is customary for the City to reevaluate ward boundaries to ensure they are evenly populated. Local ward boundaries should be compact in form and as nearly equal in population as possible pursuant to Wyoming Statutes§ 22-23-103.

Under the current ward boundaries there is an approximate 11.5% difference between Ward 1 and Ward 3, an 9.5% difference between Ward 1 and Ward 2, and a 2% difference between Ward 2 and Ward 3. The Ward boundaries need modified to create boundaries that are nearly equal in population. With this ordinance change the ward population would be less than 1% between all wards.

ATTACHMENTS

Ordinance 2023-10

AGENDA ITEM NO. _____

ORDINANCE NO. 2023-10

**AN ORDINANCE AMENDING TITLE 1, CHAPTER 6, SECTION
1-6-2, OF THE CITY OF CODY CODE:
WARDS**

WHEREAS, following a Census, it is customary for the City to reevaluate ward boundaries to ensure they are evenly populated. Local ward boundaries should be compact in form and as nearly equal in population as possible pursuant to Wyoming Statutes§ 22-23-103; and,

WHEREAS, under the current ward boundaries there is an approximate 11.5% difference between Ward 1 and Ward 3, an 9.5% difference between Ward 1 and Ward 2, and a 2% difference between Ward 2 and Ward 3. The Ward boundaries need modified to create boundaries that are nearly equal in population.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CODY, WYOMING: that Section 1-6-2 of the Cody Municipal Code is amended and modified to create new ward boundaries of which shall be designated in an official ward map which shall display at city hall and shall be approved by a majority of the council. Said map may be amended from time to time as is required to maintain the population in each ward as nearly equal as possible.

Ward Map shall reflect changes shown on Attachment A, Attachment B and Attachment C.

PASSED ON FIRST READING: ____8/1/2023

PASSED ON SECOND READING: ____

PASSED ON THIRD READING: _____

ATTEST:

MATT HALL, Mayor

Cynthia D. Baker
Administrative Services Director

MEETING DATE: AUGUST 15, 2023

DEPARTMENT: PUBLIC WORKS – ELECTRIC

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

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



AGENDA ITEM SUMMARY REPORT

Ordinance 2023-11 Amending Title 8, Chapter 1, Article III of the City of Cody Municipal Code

ACTION TO BE TAKEN

Consider approval of Ordinance 2023-11 on First Reading to modify the City of Cody Municipal Code related to Electric Utility Service Rates.

SUMMARY OF INFORMATION

The City of Cody provides electric utility services through the Electric Enterprise Fund. Ordinance 2023-11 will modify the the Municipal Code and set the service rates for the electric utility as discussed with the City Council at the budget work sessions and approved with the FY 2024 Budget. Operations and maintenance (O & M) costs of the Electric Enterprise Fund have continued to increase over the past several years with the largest increases being construction material and electrical equipment costs, labor costs (merit and adjustment to scale increases), and wholesale energy costs charged to the City by the Wyoming Municipal Power Agency (WMPA).

The last Electric Service Rate modifications were made in October 2022. The proposed rate increase is approximately three percent (3.0%) or slightly higher due to rounding.

If Ordinance 2023-11 is passed on first reading, it is planned to be presented for second reading on September 5, 2023, and for third reading and final approval on September 19, 2023. Upon final approval, the proposed rate modifications are planned to take effect on October 1, 2023

FISCAL IMPACT

With approval of Ordinance 2023-11 and modification of City's Electric Service Rates as proposed, it is anticipated that Electric Enterprise Fund revenues will be increased by approximately 3.0% per year in FY 2024 and beyond.

ATTACHMENTS

Ordinance 2023-11

AGENDA ITEM NO. _____

ORDINANCE 2023 – 11

AN ORDINANCE AMENDING TITLE 8, CHAPTER 1, ARTICLE III,
OF THE CODY CITY CODE TO MODIFY AND SET
ELECTRICAL SERVICE RATES

Title 8, Chapter 1, Article III, shall be hereby amended effective October 1, 2023:

8-1-13: SCHEDULE OF RATES

- A. Beginning with all bills generated on or after October 1, 2023, the rates for metered electricity sold within the city limits shall be as follows:

Customer Classification	Monthly Base Fee (1)	Energy Fee (2)	Demand Fee (3)
RESIDENTIAL SERVICE RATE	\$21.95	\$0.1059	N/A
COMMERCIAL SERVICE RATE	\$34.30	\$0.0945	N/A
COMMERCIAL DEMAND SERVICE RATE	\$80.35	\$0.0533	N/A
CITY COMMERCIAL SERVICE	\$34.30	\$0.0945	N/A
CITY COMMERCIAL DEMAND SERVICE RATE	\$80.35	\$0.0533	N/A
COMMERCIAL DEMAND SERVICE RATE			\$17.68
CITY COMMERCIAL DEMAND SERVICE RATE			\$17.68
ELECTRIC COMMERCIAL SPECIAL SERVICE RATE			\$17.68
IRRIGATION SERVICE RATE	\$6.45	\$0.1059	N/A
SECURITY LIGHTING	\$4.85	\$0.1059	N/A
Notes:			
(1) For Electrical usage billed on or after October 1, 2023, each customer classification shall pay a monthly base fee charge as indicated.			
(2) For Electrical usage billed on or after October 1, 2023, each customer class shall pay the Energy Fee indicated for each kilowatt hour used per month or as estimated by City Staff regarding Security Lights.			
(3) For Electrical usage billed on or after October 1, 2023, each customer shall pay a monthly demand charge as indicated per kilowatt of demand as shown or computed from the readings of the city's demand meter installed at the customer's location for the fifteen (15) minute period of customer's greatest use during the billing period.			
(4) Customers requesting or transferring service of more than two hundred (200) amperes shall be billed under this demand rate. The public works director or his/her designee shall recommend to the administrative services officer the rate classification for new commercial customers requesting electrical service, based on the customer's energy and demand requirements.			

NO OTHER MODIFICATIONS TO THE REMAINDER OF ARTICLE III

* * REMAINDER OF PAGE INTENTIONALLY LEFT BLANK * *

This Ordinance shall become effective at the final passage after third reading and publication in the Cody Enterprise as required by law:

PASSED ON FIRST READING: _____

PASSED ON SECOND READING: _____

PASSED ON THIRD READING: _____

Matt Hall, Mayor

ATTEST:

Cynthia D. Baker, Administrative Services Officer

MEETING DATE: JULY 15, 2023
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: CINDY BAKER,
ADMINISTRATIVE SERVICES OFFICER
PRESENTED BY: CINDY BAKER,
ADMINISTRATIVE SERVICES OFFICER

AGENDA ITEM SUMMARY REPORT

Consider Issuance of New Bar & Grill License

ACTION TO BE TAKEN:

Consider approving a new Bar & Grill License for Local Hospitality LLC located at 1124 13th Street for the period ending 7/31/2024 with contingencies.

SUMMARY OF INFORMATION:

Effective July 1, 2023 the Wyoming State Statute will change which will authorize the City of Cody up to 10 Bar & Grill Licenses to be issued, which would give the City of Cody four (4) additional licenses to consider issuing. On June 30th an application from Local Hospitality LLC was received for a Bar & Grill License for 1124 13th Street. Per State Statute upon receiving an application for any unissued licenses, the City Clerk publishes a notice to conduct a Public Hearing.

In 2020 this property changed ownership and no liquor license was applied for and/or issued since ownership change until now. If approved the issuance would be contingent upon receipt of valid food service permit from the Department of Ag, as well as, any applicable compliance/certification from the Fire Marshal and/or Building Inspection Division (e.g. - if applicable Certificate of occupancy).

FISCAL IMPACT

If application for the bar & grill liquor license is approved the city would receive \$5,000 or a prorated fee based on actual date of issuance.

ALTERNATIVES

ATTACHMENTS

1. Applications for new Bar & Grill liquor licenses

AGENDA & SUMMARY REPORT TO

Local Hospitality LLC

AGENDA ITEM NO. _____