AGENDA
CITY OF SHERIDAN
AUGUST 20, 2018
REGULAR COUNCIL MEETING START 7:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Invocation to be given by Nick Angeloff with Volunteers of America.

4. Roll Call of Members

5. Approval of Agenda

6. Public Hearings

   A. Big Horn Public House, LLC Application for Microbrewery License #1 - City Clerk Cecilia Good

7. Consent Agenda

   A. Award of a 1/2 Ton Truck for Utility Maintenance to Fremont Motors of Riverton for $29,287.00

   B. Award of a 1/2 Ton Truck for the Water Treatment Plant to Fremont Motors of Riverton for $29,287.00

   C. Award of a Single Axle 5 Yard Dump Truck with Snow Plow for the Streets Department to Jack's Trucks of Sheridan WY for the amount of one hundred twenty seven thousand eight hundred eighty one dollars ($127,881).

   D. Approval of City of Sheridan-Recreation District One Year Operating Agreement

   E. Approval of Cost Share with Sheridan County for One Cent Education Program

   F. Letter of Support for Submission of WYDOT Planning Grant for Goose Creek Transit Transportation Study

   G. Minutes of Regular Council Meeting August 6, 2018

   H. Claims

8. Staff Update

A. Fire Department Update - Interim Fire Chief Gary Harnish

OLD BUSINESS

9. Third Reading of Ordinance #2192 - Prohibiting Engine Brakes Within Sheridan City Limits - Public Works Director Lane Thompson

10. Third Reading of Ordinance #2191 - Change to Municipal Court Costs - City Attorney Brendon Kerns

NEW BUSINESS

11. Appointment of Thayer Shafer as Proxy for Mayor Miller for SEEDA

12. Reappointment of Ken Thorpe for a Three Year Term to the Sheridan Economic and Education Development Authority

13. Approval of Resolution #35-18 Naming a Public Street as Bill Redle Street - Community Development Director Brian Craig

14. Approval of Resolution 38-18 Authorizing Continuation of the Construction and Demolition Disposal Fee Waiver Program - Utilities Director Dan Roberts - 5 Minutes

15. Big Horn Public House, LLC Application for Microbrewery License #1 - City Clerk Cecilia Good

16. Appointment of Mayor's Recommendation of Diana Riesen as City Representative to the Sheridan Recreation District Board

17. Approval of Resolution 43-18 Supporting the Submission of a Grant Application to the U.S. Department of Commerce Economic Development Administration - Sheridan College Planning Director Robert Briggs

18. Approval of Resolution 45-18 Approving the Amended and Restated Sheridan Economic and Educational Development Authority Joint Powers Board Agreement - Sheridan College Planning Director Robert Briggs

19. Approval of Resolution 44-18 Authorizing SEEDA to Apply for a Committed Business Grant and Loan to the Wyoming Business Council in a grant amount not to exceed $3 million and a loan amount not to exceed $3 million; for construction of a facility in the Sheridan Hi-tech Business Park - Sheridan College Planning Director Robert Briggs

20. Approval of Resolution #33-18 Scotchman Subdivision Easement Vacation - Community Development Director Brian Craig

21. Council Comments and Requests for Future Agenda Items

22. Comments from the Public

23. Adjournment

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name: Big Horn Public House, LLC Application for Microbrewery License #1 - City Clerk Cecilia Good
From: Cecilia Good, City Clerk
To: Mayor and Council
CC: Mark Collins, City Administrator
Date: 08/08/2018

Recommendation:

Staff recommends the approval of Big Horn Public House, LLC's application for Microbrewery License #1.

Background:

Sheridan Brew Co. and Public House will be a microbrewery that offers its own craft beer products and a food menu. Their plan is to operate year round. Sunday through Wednesday operations will be from 11 am to 10 pm and Thursday through Saturday operations will be from 11 am to 2 am. The applicant plans to hold events that will be open to the public on special occasions based on community demand.

Attachments

Big Horn Public House LLC Application

WLD-31 (4/17)

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY		
Customer #:		
Trf from:		
Reviewer:	Initials	Date
Agent:		/ /
Chief:		/ /

To be completed by City/County Clerk

Local License #: 1

License Fees
Annual Fee: $ 500 .00
Prorated Fee: $ 210 .00
Transfer Fee: $.
Publishing Fee: $ 90 .00

Date filed with clerk: 8 / 20 / 2018

Advertising Dates: (2 Weeks)
8/8/2018 & 8/15/2018

Hearing Date: 8 / 20 / 2018

Publishing Fee Direct Billed to Applicant: ☐

License Term: 8 (Month) / 20 (Day) / 2018 (Year) Through 12 (Month) / 31 (Day) / 2018 (Year)

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**

Applicant: Big Horn Public House, LLC.

Trade/Business Name (dba): Smith Alley Brewing Company

Building to be licensed/Building Address: 150 North Main Street (Number & Street)

Sheridan (City) WY (State) 82801 (Zip) Sheridan (County)

Mailing Address: 150 North Main Street (Number & Street or P.O. Box)

Sheridan (City) WY (State) 82801 (Zip)

Business Telephone Number: (307) 461-7722 Fax Number: ( )

E-Mail Address: ERIC@smithalleybrewing.com

Brief legal description and the zoning of the licensed building or site for licensed building: W.S. 12-4-102 (a) (vi)

Zone B2 Sheridan original block 2, lot 9

FILING FOR
- ☒ NEW LICENSE
- ☐ TRANSFER OF LOCATION
- ☐ TRANSFER OWNERSHIP
- ☐ ASSIGNMENT LETTER ATTACHED

FORMERLY HELD BY:

FILING IN (CHOOSE ONLY ONE)
- ☒ CITY OF: Sheridan
- ☐ COUNTY OF:

FILING AS (CHOOSE ONLY ONE)
- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ LP/LLP
- ☒ LLC
- ☐ CORPORATION
- ☐ LTD PARTNERSHIP
- ☐ ORGANIZATION
- ☐ OTHER

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

RETAIL LIQUOR LICENSE
- ☐ ON-PREMISE ONLY (BAR)
- ☐ OFF-PREMISE ONLY (PACKAGE STORE)
- ☐ COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)

- ☐ RESTAURANT LIQUOR LICENSE
- ☐ RESORT LIQUOR LICENSE
- ☐ BAR AND GRILL

LIMITED RETAIL (CLUB)
- ☐ VETERANS CLUB
- ☐ FRATERNAL CLUB
- ☐ GOLF CLUB
- ☐ SOCIAL CLUB

- ☒ MICROBREWERY
- ☐ WINERY
- ☐ DISTILLERY SATELLITE
- ☐ WINERY SATELLITE
- ☐ COUNTY RETAIL or SPECIAL MALT BEVERAGE PERMIT

SPECIAL DESIGNATIONS
- ☐ CONVENTION FACILITY
- ☐ CIVIC CENTER/EVENT CENTER/ PUBLIC AUDITORIUM
- ☐ GOLF CLUB
- ☐ GUEST RANCH
- ☐ RESORT

To Assist the Liquor Division with scheduling inspections: **WHEN DO YOU OPERATE?**

- ☒ FULL TIME (e.g. Jan through Dec) (specify months of operation) from Jan to Dec
- ☐ SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from Sunday to Saturday
- ☐ NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from 10Am to 2Am

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 6

1. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103 (a) (iii)

(1) **OWN** the licensed building? ☐ YES (own)

(2) **LEASE** the licensed building? (Lease must be through the term of the liquor license) ☒ YES (lease)

If Yes, please submit a copy of the lease and indicate:

(A) When the lease expires, located on page 2 paragraph 3 of lease.

(B) Where the **Sales** provision for alcoholic or malt beverages is located, on page 11 paragraph 2 of lease. (MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601 (b) ☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

   (a) Hold any interest in the license applied for? ☐ YES ☒ NO

   (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? ☐ YES ☒ NO

   (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO

   (d) If you answered **YES** to any of the above, explain fully and submit any documents in connection there within:

   _____

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by **this** licensing authority? W.S. 12-4-103 (b) ☐ YES ☒ NO

   If "YES", explain: _____

5. **If applicant is filing as an Individual, Partnership or Club:** W.S. 12-4-102 (a) (ii) & (iii)

   Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip ***DO NOT LIST PO BOXES***	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

(If more information is required, list on a separate piece of paper and attach to this application.)

6. **If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership:** W.S. 12-4-102 (a) (iv) & (v)

   Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, **and every officer**, **and every director** must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip ***DO NOT LIST PO BOXES***	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
Erie McCormick	8/26/86	1897 Paintbrush Dr Sheridan, WY 82801	307-461-7722	<1	10.95	YES ☐ NO ☒	YES ☐ NO ☒
Tiffany McCormick	3/15/88	1897 Paintbrush Dr Sheridan, WY 82801	307-751-3495	<1	10.95	YES ☐ NO ☒	YES ☐ NO ☒
Richard Anderson	4/24/51	1800 Lodgepole Helena, MT 59601	406-443-3225	<1	23.38	YES ☐ NO ☒	YES ☐ NO ☒
Mark Esponda	11/24/82	7 Crossfire Drive Helena, MT 59634	406-459-3776	<1	11.69	YES ☐ NO ☒	YES ☐ NO ☒
Brian Bolton	4/18/73	369 West Burrows St Sheridan, WY 82801	307-461-7210	<1	11.69	YES ☐ NO ☒	YES ☐ NO ☒
Chris Pope	12/4/52	1508 South Wilson Ave Bozeman, MT 59715	406-581-8739	<1	13.14	YES ☐ NO ☒	YES ☐ NO ☒
Maddie Pope	8/26/58	1508 South Wilson Ave Bozeman, MT 59715	406-581-8739	<1	13.14	YES ☐ NO ☒	YES ☐ NO ☒

(If more information is required, list on a separate piece of paper and attach to this application)

7. BAR AND GRILL LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413 (a) ☐ YES ☐ NO

8. RESTAURANT LICENSE:

(a) Give a description of the dispensing room(s) and state where it is located in the building. W.S. 12-4-408 (b) (e.g. 10 x 12 room in SE corner of building):_____

_____

(b) Have you submitted a valid food service permit or application? W.S. 12-4-407 (a) ☐ YES ☐ NO

(c) Have you attached a drawing of the establishment that includes the restaurant dispensing room(s)? W.S. 12-4-410 (f) ☐ YES ☐ NO

9. RESORT LICENSE:

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars ($1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars ($10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO

(e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)

1. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

10. MICROBREWERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☒ NO

(a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT ☐ BAR AND GRILL ☐ WINERY

(b) Do you self distribute your products? W.S. 12-2-201(a) (Requires wholesaler license with the Liquor Division) ☒ YES ☐ NO

(c) Do you distribute your products through an existing malt beverage wholesaler? W.S. 12-2-201(g)(i) (Requires authorization to sell license with the Liquor Division) ☐ YES ☒ NO

11. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☐ NO

(a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT ☐ BAR AND GRILL ☐ MICROBREWERY

12. LIMITED RETAIL (CLUB) LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

13. LIMITED RETAIL (CLUB) LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

(a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO

(b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

14. LIMITED RETAIL (CLUB) LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

(a) Do you have more than fifty (50) bona fide members? ☐ YES ☐ NO

(b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? ☐ YES ☐ NO

(c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? ☐ YES ☐ NO

1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) ☐ YES ☐ NO
2. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

15. LIMITED RETAIL (CLUB) LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):

(a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO

(b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO

(c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? ☐ YES ☐ NO

(d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO

(e) Has the club received twenty-five dollars ($25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO

(f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO

(g) Have you filed a true copy of your bylaws with this application? ☐ YES ☐ NO

(h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) ☐ YES ☐ NO

REQUIRED ATTACHMENTS:

☐ A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102 (a) (vi).

☐ Restaurants: include a drawing of the establishment that includes the dispensing room(s) W.S. 12-4-410 (f).

☐ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a) (iii)/ W.S. 12-4-403(b)/W.S. 12-4-301(e).

☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601 (b).

OATH OR VERIFICATION

*(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers.) W.S. 12-4-102(b)*

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
) *SS.*
COUNTY OF Sheridan)

Signed and sworn to before me on this 15th day of August, 20 18 that the facts alleged in the foregoing instrument are true by the following:

	(Signature)	(Printed Name)	Title
1)		Eric McCormick	Managing member
2)			
3)			
4)			
5)			
6)			

CECILIA GOOD - NOTARY PUBLIC
COUNTY OF SHERIDAN STATE OF WYOMING
My Commission Expires December 10, 2019

Witness my hand and official seal:

Signature of Notary Public

(SEAL)

My commission expires: December 10th 2019

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Award of a 1/2 Ton Truck for Utility Maintenance to Fremont Motors of Riverton for $29,287.00
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	08/09/2018

Recommendation:

Staff recommends City Council approve a bid award to Fremont Motor of Riverton, for a new, ½ ton work truck (2019 Chevrolet Silverado 1500 4x4 double cab) in the amount of Twenty-Nine Thousand Two Hundred and Eighty-Seven Dollars ($29,287.00)

Background:

This new truck will replace our current 2007 Chevrolet Silverado 1/2 ton work truck. This truck is scheduled for replacement this year as a part of the fleet replacement program. This vehicle is a crucial tool for Utility Maintenance and is used daily for the following:

- **On-call truck – this truck is used for after hour call outs and water/wastewater emergencies.**
- **Travel vehicle – this is the vehicle that is used for traveling for out of town training, transporting up to four operators.**
- **Maintenance and support truck for all water main leaks and sewer repairs**

Advertisement for this vehicle was published in The Sheridan Press on July 21, 2018; and, August 3, 2018.

Sealed bids were opened on Tuesday, August 7th at 2:00pm in the City Clerk's office with the following results:

- **Fremont of Riverton $29,287.00**
- **No other bid responses**

Staff has confirmed that Fremont Motor of Riverton is the lowest, qualified bidder and recommends awarding the bid to them in the amount of $29,287.00.

Funding:

Funding for this equipment purchase has been established within the following FY 2019 budget line items:

51.6550.4671 Capital Outlay - Machinery and Equipment - 60%, $17,572.20
50.6550.4680 Capital Outlay - Machinery and Equipment - 40%, $11,714.80

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Award of a 1/2 Ton Truck for the Water Treatment Plant to Fremont Motors of Riverton for $29,287.00
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	08/09/2018

Recommendation:

Staff recommends City Council approve a bid award to Fremont Motor of Riverton, for a new, ½ ton work truck (2019 Chevrolet Silverado 1500 4x4 double cab) in the amount of Twenty-Nine Thousand Two Hundred and Eighty-Seven Dollars ($29,287.00)

Background:

This new truck will replace our current 2008 Chevrolet Silverado 4x4 extended cab work truck, as it is ten years old and has well over 100,000 miles on it. This pickup is scheduled and due for replacement this budget year, per our fleet replacement plan. This vehicle is a vital tool for the Water Treatment Plant and is used for on-call, watershed control, traveling, sampling and general use during normal division operations.

Advertisement for this vehicle was published in The Sheridan Press on July 21, 2018; and, August 3, 2018.

Bid packages were sent to several dealers, and sealed bids were opened on Tuesday, August 7th at 2:00pm in the City Clerk's office with the following results:

- **Fremont Motor - Riverton $29,287.00**
- **No other bid responses**

Funding:

Funding for this equipment purchase has been established within FY 2019 Fleet Replacement Plan

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Award of a Single Axle 5 Yard Dump Truck with Snow Plow for the Streets Department to Jack's Trucks of Sheridan WY for the amount of one hundred twenty seven thousand eight hundred eighty one dollars ($127,881).
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	08/09/2018

Recommendation:

Staff recommends that City Council award a bid for one new 5 yard Dump Truck with Plow to **Jack's Trucks of Sheridan Wyoming in the amount of one hundred twenty seven thousand eight hundred eighty one dollars ($127,881) .**

Background:

Staff recommends replacement of 2001 Sterling with 87,000 miles for the Streets Division. This vehicle is scheduled for replacement as part of the fleet maintenance plan. This vehicle is critical for the streets division operations to be able to plow and remove snow. Based on years in service, condition, cargo and personnel capacity, this vehicle is recommended for replacement.

CMI-TECO	**$127,941.00**
Jack's Truck	**$127,881.00**
Jack's Truck (didn't meet spec)	**$125,941.00**
Peterbilt of Wyoming	**$129,988.00**
TriState Equipment	**$146,820.00**

Funding:

Funding for this equipment purchase has been established within FY 2019 Fleet Replacement Plan

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Approval of City of Sheridan-Recreation District One Year Operating Agreement
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Memo
Operating Agreement

KERNS LAW OFFICE, LLC
30 GRINNELL PLAZA
P.O. BOX 6669
SHERIDAN, WYOMING 82801

BRENDON E. KERNS *

TELEPHONE (307) 655-8600
FACSIMILE (307) 655-8602

**Also admitted in Montana*

August 9, 2018

City Council
55 E. Grinnell Plaza
Sheridan, WY 82801

RE: Memorandum – Operating Agreement: City of Sheridan and Sheridan Recreation District

Dear Mayor and Council,

Presented to you is the Operating Agreement between the City of Sheridan and the Sheridan Recreation District. The Council approved an agreement between the City of Sheridan and the Sheridan School District # 2 earlier this summer. That agreement addressed the creation and joint operation of the Sheridan Recreation District. The agreement before you today is the agreement with the Sheridan Recreation District which controls the management and operation of the various facilities, the budget and administration.

This agreement is a one year agreement which has been approved by the Sheridan Recreation District Board. The intent of the parties and their respective attorneys is to only have a one year extension in order to provide the necessary time to create a long term agreement. That agreement is planned to be presented to you next summer.

There are no changes of significance between the previous agreement and this agreement. It is recommended that this agreement be adopted by the City of Sheridan City Council.

Best Regards.

Sincerely,
KERNS LAW OFFICE, LLC

Brendon Kerns

OPERATING AGREEMENT

THIS OPERATING AGREEMENT (hereinafter "Agreement") is made and entered into effective July 1, 2018, by and between the **CITY OF SHERIDAN, WYOMING,** a Wyoming municipal corporation, by and through its City Council, whose principal place of business is located at Grinnell Street, P. O. Box 848, Sheridan, Wyoming 82801 (hereinafter referred to as "City"), and the **SHERIDAN RECREATION DISTRICT,** by and through its Board of Directors, whose principal place of business is located at Thorne-Rider Park, P. O. Box 6308, Sheridan, Wyoming 82801 (hereinafter referred to as "Recreation District").

Recitals

A. By written agreement entered into effective July 1, 2018, the City and the Sheridan County School District No. 2, State of Wyoming, (hereinafter referred to as "the School District") have duly continued their joint establishment of a system of public recreation pursuant to Wyoming statute, known as the Sheridan Recreation District, for a term of one year ending June 30, 2019. By such agreement, the City and the School District further jointly continued the existence of the Recreation District Board (hereinafter referred to as "the District Board"), and delegated to the District Board the operation of the jointly-established recreation system.

B. By virtue of Wyo. Stat. Ann. § 18-9-202(b), the District Board has the power to manage, operate, and regulate the recreational systems and may take any steps necessary to insure the safe, economical, and enjoyable operation of the system.

C. Other powers and duties of the District Board are as provided by law and by the agreement referenced in A. above.

D. The City and the Recreation District now, for the purpose of defining the duties and responsibilities of the City and the Recreation District concerning the operation, management, and regulation of the recreational system, desire to enter into this Agreement and both the Recreation District and the City find this Agreement to be in the best interests of the citizens within the boundaries of the Recreation District.

Agreement

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements of the parties hereinafter stated, to be kept and maintained by them, it is hereby agreed as follows:

1. **Amendment and Restatement of 2013 Agreement.** This Agreement amends and restates the 2013 Agreement in its entirety and the 2013 Agreement shall therefore be of no further force or effect after the effective date of this Agreement.

2. **Effective Date and Term of Agreement**. This Agreement is effective July 1, 2018, and terminates on June 30, 2019, unless extended by mutual agreement of the City and the Recreation District as provided in Paragraph 15. Provided, however, this Agreement may be terminated by either party upon sixty (60) days written notice to the other party of its intent to do so. Notice shall be deemed to have been given, and the time period stated above shall be deemed to have commenced, on the date of actual and personal receipt of such written notice by an authorized representative of the receiving party.

3. **Budget and Finances of the Recreation District.** The funding of the Recreation District shall be derived from the following sources:

    a. From revenues generated from the taxes authorized in Wyo. Stat. Ann. §§ 18-9-201 and 202, as amended, or by other taxes or Statutes, including,

but not limited to, mill levies, or fractions thereof, as approved by the City or School District for the benefit of the Recreation District;

b. From revenues generated in programs and facility operations, including, but not limited to, grants, fees, and charges as established by the Recreation District;

c. From the City for operations assigned to the Recreation District for the developed and undeveloped parks and recreational facilities owned and/or leased by the City and described in Exhibit A, attached hereto and by this reference incorporated herein, such amount to be presented annually in a budget by the Executive Director of the Recreation District, subject to approval first by the District Board, and then by the City Council, with payment made by the City to the Recreation District on a quarterly basis from the time of final budget approval, as follows: July 1 - 35%; October 1 - 25%; January 1 - 15%; April 1 - 25%

d. From the City to the Recreation District for shared expenses with the School District for administration and program subsidies, such amounts to be subject to annual approval by the District Board and the City Council, with payment made by the City to the Recreation District in four substantially equal quarterly installments.

4. **Employees.** All persons employed by the Recreation District, by and through the District Board, shall be employees of the Recreation District and the District Board, and not employees of the City. The District Board shall, in addition to other powers necessarily given any employer, possess the sole authority, as employer of such employees, to hire, train, supervise, discipline (including, but not limited to, suspension, dismissal, or termination), and compensate those employees.

5. **Insurance.**

a. During the term of this Agreement, and any extension, the City shall maintain liability and property (hazard, casualty, and fire) insurance coverage, including, but not limited to, comprehensive liability insurance, accident insurance, and property damage insurance for all real and personal property and fixtures owned by the City and subject to this Agreement and shall provide for the Recreation District and the District Board as additional-named insureds in the policies for such insurance. Such insurance shall be in the following amounts:

Liability: In amounts sufficient to provide maximum coverage for the entities involved without extending liability of the entities, pursuant to Wyo. Stat. Ann. § 1-39-118, as amended.

Property, hazard, and casualty insurance: Fair market value of property insured.

The Recreation District agrees to budget funds accordingly in the parks maintenance annual budget for such expense, and shall reimburse the City for those amounts as paid by the City Treasurer for such insurance.

b. During the term of this Agreement, and any extension, the Recreation District, at its sole expense, shall maintain program operation's liability insurance, excess medical coverage for youth tackle football programs, Web Wright Baseball, and special events liability insurance coverage, with the cost of such insurance to be the responsibility of the Recreation District from its program operations and administration budget.

6. **Postage Services.** The City agrees to permit the Recreation District to use its postage services on occasion and, in such event, the Recreation District agrees to reimburse the City for the actual cost for such use.

7. **Management, Operation, Maintenance, and Regulation of Parks, Grounds and Facilities.**

   a. Subject to the terms of this Agreement, or any other agreement entered into between the parties hereto, the Recreation District agrees to manage, operate, maintain, and regulate, including, but not limited to, setting user fees for and fairly scheduling entities and individuals requesting use of the developed and undeveloped parks and recreational facilities owned and/or leased by the City, described in Exhibit A, in such a manner that will serve the best interests of the community.

   b. The Recreation District shall coordinate Emergency Services for any Recreation District sponsored event.

   c. The City and the Recreation District may enter into separate written agreements specifically defining the responsibilities of each party pertaining to any property subject to this Agreement.

   d. All developed and undeveloped parks and recreational facilities owned by the City and described in Exhibit A shall remain the property of the City, and shall be subject to all laws, regulations, and restrictions concerning the same.

8. **Utilities.** The Recreation District shall be responsible for payment of all utilities, including, but not limited to, water, sewer, electricity, heat and telephone, and any other utility costs associated with the parks and recreational facilities described in Exhibit A, which payments shall be made by the Recreation District from the parks maintenance budget as formulated pursuant to Paragraph 3.c. of this Agreement. Provided, however, any use, repair, maintenance, or replacement costs for any utilities which exceed $5,000.00, shall be shared equally between the City and the Recreation District.

9. **Coordination Between City and Recreation District.** During the term of this Agreement, the parties agree to take all reasonable and necessary action to best serve the recreational needs of the community within the parties' designated boundaries. In furtherance of the purposes and intents of this Agreement, the City and the Recreation District agree that the City and its departments will from time to time cooperate and provide assistance, including, but not limited to, use of additional labor, equipment, vehicles, and supplies, where needed to the Recreation District, and the Recreation District will provide the same to the City. It is agreed further that the cost of any repair or replacement of any of the facilities subject to this Agreement (including, but not limited to, utilities) which exceeds the annual approved budgeted amount, shall be shared equally between the City and the Recreation District.

10. **Public or Capital Improvements.** All park and recreational public or capital improvements will be planned by the Recreation District including the funding provisions through grant application and procurement of donations and budgeting funds as formulated in Paragraph 3 of this Agreement; provided, however, such public or capital improvements on City-owned facilities and property shall be limited to those sites described in Exhibit A and shall be pursued only upon prior approval by the City, through the City Council. The cost of any such improvements (including, but not limited to, utilities) which exceed the annual approved budgeted amount, including labor and materials, shall be shared equally between the City and the Recreation District.

11. **Taxes.** The Recreation District agrees to reimburse the City for all actual costs of property taxes and assessments paid by the City concerning any of the sites, facilities, and properties subject to this Agreement, and which are used by the Recreation District in performance of this Agreement. Such reimbursement by the Recreation District shall be made from the parks maintenance budget of the Recreation District as formulated pursuant to Paragraph 3.c. of this Agreement.

12. **Use of Premises.** The Recreation District agrees to use the premises subject to this Agreement for lawful purposes only and not to permit any premises to be used for any unlawful purpose or in any manner contrary to law or any applicable ordinance.

13. **Right of Inspection.** The Recreation District agrees to permit the City the right to enter upon any of the City premises and improvements subject to this Agreement at reasonable times to inspect the same and the activities thereon.

14. **Public Use of the Premises.** The Recreation District agrees that the premises subject to this Agreement are to be managed, operated, and regulated by the Recreation District, through the District Board, exclusively for public park and recreational purposes. The Recreation District further agrees that any restriction upon said use previously incurred by the City relating to any of the premises subject to this Agreement will be followed and observed by the Recreation District so long as the District Board has knowledge of such restriction.

15. **Extension of Agreement.** At any time prior to termination, this Agreement may be extended by written mutual consent of the City and the Recreation District by resolutions duly adopted by their governing bodies according to law.

16. **Modification of Agreement.** The terms of this Agreement shall not be altered, amended, or modified except in writing approved by the parties by resolutions duly adopted by their governing bodies according to law and signed by a duly authorized representative of each respective party.

MADE AND ENTERED INTO EFFECTIVE as of the date first above written.

CITY OF SHERIDAN

BY: _____
NAME, TITLE

DATED: _____

ATTEST:

_____
CITY CLERK

DATED: _____

SHERIDAN RECREATION DISTRICT

BY: _____
DON JULIAN, CHAIRMAN,
BOARD OF DIRECTORS

DATED: _____

ATTEST:

_____
SECRETARY, BOARD OF DIRECTORS

DATED: _____

EXHIBIT A

NOTE: Park categorization used is based on City of Sheridan Comprehensive Plan definitions (pgs. 77-78), with Supplement adopted by City Council on May 2, 1983.

SHERIDAN RECREATION DISTRICT

Community Parks & Sports Complexes

Softball Complex (13.4 acres) Sheridan College Campus, South Coffeen Avenue: Three adult softball fields, playground, two tennis courts, concession stand, restrooms, two youth football fields in fall. Operated by Recreation District with Sheridan College using facility from late-August to early May. Maintained all year by Recreation District. Facilities owned by Sheridan College and under agreement with City of Sheridan.

Kendrick Park off West Loucks Street at Badger Street: Swimming pools with 180' water slide and two tennis courts maintained and operated by Recreation District. Concession stand generally located in center of Kendrick Park maintained and operated by Recreation District. Facilities owned by City of Sheridan.

Thorne-Rider Park (56.34 acres) 11th Street at Spaulding Avenue: Two separate playground areas, three picnic shelters, four tennis courts, two half-court tennis practice courts, Legion baseball field and youth baseball field w/grass infields, fall soccer & football, BMX track, one basketball court, jogging and ski trail through passive natural area, exercise stations, Recreation District office and parks maintenance buildings, restrooms and two concession stands, horseshoe pits, winter sledding hill, two outdoor volleyball courts, and the west Thorne-Rider multi-sports area practice field and gazebo. Approximately 41 acres is developed with it being scheduled, operated and maintained by Recreation District. Owned by City of Sheridan with lease to Sheridan Athletic Association until April 1, 2020. Athletic Association provides and administers development funding from Thorne-Rider Foundation and has management authority by lease. Future development includes additional picnic areas along trail extension, and upper playground and memorial areas.

West Fifth Street Park.

Neighborhood Parks with Sports Complex

Oatts Memorial Park (3.58 acres) 6th Street & N. Sheridan: three youth baseball fields w/grass infields, restrooms, and concessions stand. Three ballfields used by Web Wright Baseball program, one ballfield used for other Recreation District programs. Basketball court & playground serve as neighborhood park maintained by Recreation District. Owned by City of Sheridan.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Approval of Cost Share with Sheridan County for One Cent Education Program
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	08/17/2018

Recommendation:

Staff recommends the approval of sharing the cost of the One Cent Education Program with the County, Ranchester, Clearmont, and Dayton based off of population.

Background:

The County received two proposals from consultants for the One Cent Education Program. The final consultant selection will be completed at the Board of Commissioners meeting on 8/22/2018.

Previous education programs were split in cost between the County and municipalities within the County. The current estimated cost of the City of Sheridan's proportion of the contribution would be $13,500.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Letter of Support for Submission of WYDOT Planning Grant for Goose Creek Transit Transportation Study
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Letter of Support

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307)674-6483 Fax (307)674-2195

Mayor & City Council

August 15, 2018

Wyoming Department of
Transportation (WYDOT)
5300 Bishop Blvd.
Cheyenne, WY 82009

On behalf of the City of Sheridan and the Sheridan City Council we would like to take this opportunity to express our support for the funding of the State Planning and Research Program Sheridan Planning Study submitted by Sheridan Senior Citizens Council.

Transit is a vital piece of the puzzle in the economic development and growth of the community and plays a critical role in our continued efforts to diversify and expand the services offered to our citizens.

Once again, Please allow me to provide a strong recommendation for WYDOT grant support for this important community initiative.

Please feel free to contact me if you have questions or require additional information.

Sincerely,

Roger Miller, Mayor
City of Sheridan

Enclosure

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Minutes of Regular Council Meeting August 6, 2018
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Minutes

CITY OF SHERIDAN, WYOMING
MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **August 6th, 2018**

1. Mayor Roger Miller called the meeting to order at 7:00 P.M.

2. The Pledge of Allegiance to the Flag was led by Mayor Roger Miller.

3. The invocation was given by Ryan Charest with Real Life.

4. The meeting was called to order with a quorum as follows: Mayor Roger Miller presiding with Rich Bridger, Erin Hanke, Patrick Henderson, and Thayer Shafer, with Alex Lee absent. Members of staff present included City Administrator Mark Collins, Police Chief Rich Adriaens, City Clerk Cecilia Good, Community Development Director Brian Craig, Public Works Director Lane Thompson, Sheridan Travel and Tourism Director Shawn Parker, and various other City staff.

5. Councilor Bridger moved, seconded by Councilor Henderson, to remove item #12 from the agenda: voice vote; unanimous. Councilor Shafer, seconded by Councilor Henderson, motioned to approve the amended. Council approved the motion for approving the amended agenda: voice vote; unanimous.

6. Public Hearings

A. Mayor Roger Miller called for a public hearing at 7:02 P.M. for comment regarding the Approval of Resolution #29-18 Eisele Turf Final Plat. Bill Pugh asked if there were A presentation was provided by Community Development Director, Brian Craig. The public hearing was closed at 7:05 P.M.

B. Mayor Roger Miller called for a public hearing at 7:05 P.M. for comment regarding the Approval of Resolution #28-18 Wrench Ranch Properties Phase Two Parcel Two Master Plan Amendment. A presentation was provided by Community Development Director, Brian Craig. The public hearing was closed at 7:06 P.M.

7. Mayor Roger Miller then read aloud the consent items:

A. Minutes of Regular Council Meeting July 16, 2018

B. Claims

Claims 08-07-18

Vendor Name	Description	Total
A Clear View Inc.	City Hall Window Cleaning	2,650.00
A Plus Plumbers & Appliance Repair	Pump replacement for parking lot storm drain	3,787.50
ABC Signs & Specialties	Kendrick Park Road- Misc #5710	200.00
Ace Hardware-Newkirk	Misc supplies	589.25
ACRO, Inc.	Install Fobs system at Range	5,371.50
Advance Fence	Gate and fence work at Range	6,000.00
A-Line Roofing & Exteriors	installed gutters and snow stop	3,936.82
AlphaGraphics of Wyoming	2018 Sheridan Sell Sheets/custom logo for streetscapes project	1,654.09
Altitude Recycling Equipment, LLC	Baling wire for recycling	3,840.00
American Welding & Gas, Inc.	1 cylinder 75% Argon/25% CO2 gas/band saw blades	292.58
Andrea Doyle	Deposit Refund/1024 Lewis St.	51.05
Andrew Arthur Gilmore	LE Rodeo Assistance	800.00
A-Plus Services, LLC / East Ridge Towing	Towed car #43 to Sheridan Motor on 5-30-18	100.00
Association of Idaho Cities	City Engineer/Treasurer job advertisement on AIC website	70.00
Austin Boreczky	Deposit Refund/550 N Custer St.	33.10
Automationdirect.com	electrical componites for plant repair	234.00
B&B Leasing Company	UM June copier lease payments	266.67
Babcock Laboratories, Inc	UCMR4 testing- June 2018	700.00
Bethany Bateman	Deposit Refund/1961 Edwards Dr. #A	49.76
Big Horn Sanitation	Pump Septic & Dump Fee/portable toilets	1,148.50

Blue Cross Blue Shield of Wyoming	Flexible Spending Account Fee for FY 18-19	250.00
Branden Dempsey	LE Rodeo Assistance	775.00
Brian's Boot & Shoe	Boots	600.15
Bronc Builders	Cemetery weed eating/cleaning park shelters	2,929.51
Burn Cleuch Ditch Company	2018 Assessment Parcel 36-A	24.40
Burns & Mc Donnell	Groundwater Monitoring Closed & existing Landfills	857.14
C & K Equipment	Starter, shipping/tire/ wheel	598.09
Candace Ainslie	Wellness Participation Reimbursement	75.00
Carquest Auto Parts	Parts for repairs /filters	1,492.15
CED- Consolidated Electrical Distributers Inc.	Fuses, cable ties, clamps, markers, barrier strip/circuit tester	1,507.01
Cedars Health LLC	June Drug and Alcohol testing	289.43
CH Diagnostics and Consulting	Crypto and Giardia Analysis, Matrix Spike 6/6/18	1,140.00
Chad M. Trebby	LE Rodeo Assistance	875.00
Chemtrade Chemicals US LLC	1 truckload Alum	12,426.26
Christina Oien	SPAC Coordinator Position	1,000.00
Christopher Dutcher	LE Rodeo Assistance	900.00
CHS Inc., By-Products	Asphalt oil	19,251.48
City Directories	Polk County Directories 2018	1,565.00
Clinton Doyle Salyards	LE Rodeo Assistance	900.00
CMI-Teco	Side load trash collection truck	257,632.00
Coca-Cola Bottling Company High Country	Water	661.20
Comtronix	City Hall Alarm Monitoring July 2018-Sept 2018	105.00
Confluence Collaborative	STT Website Maintenance/Fly Sheridan	300.50
Country Bounty	Fly Sheridan Marketing - June	266.00
Craftco Metals Services, Inc	Repairs to roll-off at Landfill	1,292.50
Craig Langevin	Reimbursement for CDL skills test	82.50
Crescent Electric	Adapters, hangers, reducer bushings, conduits	130.87
Current Electric LLC	Install new rooftop fan on Cemetery Pump House	3,501.44
Dana Kepner Company	Shell cutter	146.76
Daniel G. Hilsabeck	LE Rodeo Assistance	975.00
David & Tawnya King	Deposit Refund/255 S Badger St.	52.10
David James Cook	LE Rodeo Assistance	425.00
David Todd	Wellness Reimbursement	200.00
D-H Technologies, LLC	Service calls troubleshoot phones	1,077.50
Dixon Land Management and Consulting Inc	Mowing for the City Parks Dept	3,620.00
Dowl	N End Infrastructure Extension & Different Projects	21,308.50
DPC Industries, Inc.	Demurrage/Rental fee- 2 chlorine tanks	100.00
Ed Hammer Inc	Service/lube/inspection	119.70
Employ, LLC	Temporary Labor	7,164.68
Employers Council	2019 Membership Dues	5,600.00
Energy Laboratories, Inc	TOC Analysis 7/2/2018, WO# C18070074	160.00
Entech, Inc.	GIS Professional Services/Kendrick Prk	2,830.00
Farmers Co-op Oil Co.	Fuel	29,680.09
Fastenal Industrial Supplies	Misc. hardware, nitrile gloves, strut channel	255.29
First Interstate Bank	Retainage #100764562-fbo O'Dell	3,080.00
Foremost Promotions	Public Education Materials for 2019	1,652.54
Gary Harnish	Wellness Participation Reimbursement	200.00
Grainger, Inc.	general purpose motor	113.93
Granite Peak Pump Service	Cemetery Irrigation Pump Maintenance	2,264.18
Hach Company	Misc. lab supplies	2,663.09

Heartland Kubota, LLC	Snow plow-Unit 3-31 (ST)	9,006.11
Hot Iron, Inc.	Loucks Phase 2 Construction- #4742	175,716.51
InfoSend, Inc.	2017 CCR Production and Mailings/billing statements and Postage	10,072.17
Inland Truck Parts Company	Parts for Unit 3-24 Landfill	226.84
Inter-Mountain Laboratories Inc	Bacteria and E.Coli Analysis 6/5-6/19/2018	1,721.00
International Academies of Emergency Dispatch	EMD Recert - K Phillips	50.00
International Public	2018 Entry Level Firefighter Testing Materials	409.50
Jack's Truck & Equipment	Air compressor/parts and repairs	488.82
Jadeco, Inc.	Electrical for replacement pump in parking lot	291.00
Jake Riley Fitzner	LE Rodeo Assistance	800.00
John Deere Financial #1111308145	Uniform clothing/Supplies	726.64
Josh & Megan Coster	Deposit Refund/575 Huntington St.	52.54
Julian Jason Vela III	LE Rodeo Assistance	787.50
Katherine Hersman	Hersman Per Diem to Cheyenne for training	140.25
Kilpatrick Creations Inc.	Shirts for Chief Harnish Inv 184110	69.50
Knecht Home Center	Parts for Parks Crews	50.48
Kody Bill Lamb	LE Rodeo Assistance	500.00
Kois Brothers Equipment, Co.	Hyd. valve for Unit 3-12 Sanitation truck	811.85
KXK Construction	Replace patio steps at Kendrick Golf Course/Curb & Drain	11,654.00
Landscaping Services Inc.	Lawn Mowing for Parks Dept per contract	275.00
Lannan's Supply	24 x 24 flags (Chip Seal) - ST	79.90
Laura Noble	Deposit Refund/231 W Loucks St. #101	30.08
Lee Metal Works, Inc	Install new Modine Hot Dwag Heater in Maint Shop	3,043.73
LexisNexis Matthew Bender	WY Stats 2018 Supp & Index	149.31
LJS Concrete and Excavating, LLC	Kendrick Park Road Construction Imp #5710	60,729.44
Luke A Goddard	Medical Doctor Coverage for August 2018	500.00
MAP, LLC	Contractual Services	2,174.63
Mark Galloway	Reimbursement headlamp for MGalloway Inv 23	42.39
Martha J Morelock	Deposit Refund/813 E 7th St. #C	35.90
Memorial Hospital of Sheridan County	Drug and Alcohol Testing for PD/Rabies titer	448.00
Midwest Laboratories, Inc.	Compost testing-Landfill	814.00
Mike Peacock	Wellness Reimbursement: YMCA Membership	200.00
Miles Media Group, LLLP	Travelwyoming.com Advertising	1,755.00
Miss Rodeo Wyoming Association	Miss Rodeo Wyoming Pageant Ad	500.00
Monnit Corp	Cellular data for compost monitoring	20.00
Montana Dakota Utilities	N Sheridan Interchange Misc #4729	87.11
Moore Medical	NIO Simulation Kit Adult-Pediatric QN 1094757	142.71
Morrison-Maierle, Inc.	N N Sheridan Interchange - CA #4729	1,911.36
Mountain View Building, Inc	Leopard St Waterline Replacement - Misc #4741	440.00
Mueller Systems	Meter Replacement-Design & Consulting #4507	206,650.66
Mullinax Concrete Service & Irrigation	Sand & Gravel/washed rock	863.04
Napa Auto Parts	Supplies-parts for repairs	1,448.70
Norco, Inc	Supplies	1,483.91
North Park Transportation	Freight for actuator	234.14
O'Dell Construction Inc.	VacuTech Expansion-Plan One Architects	27,720.00
Office Shop Inc	Copy charges	707.40
Office Shop Leasing	Lease Payments	2,047.83
Olson's Pest Technicians	Monthly service- BGWTP & Intake	210.00
One-Call of Wyoming	Tickets for June CDC Code CSH	337.50
Pat Burke Trucking	Hauling tires to Montana for proper disposal	600.00

Pepsi of Gillette/Sheridan	Pallet of water	236.00
Peterbilt of Wyoming	Fan belts for Unit 3-12 Sanitation truck	56.95
Peterson Pacific Corporation,	Parts for repairs to grinder - Landfill	972.97
Physio-Control, Inc.	Annual Transmission Subscription Renewal EMS	417.84
Pontem Software by RIA	Annual Support Maint for Cemetery GIS FY 2019	1,656.63
Post and Associates	Pre-employment Exam and protocol	800.00
Postmaster	Business Reply Mail Renewal	225.00
Powder River Power Co	Parts for repairs	135.75
Ptolemy Group, Inc.	Annual Website Hosting 2018 - 2019	59.88
Public Engines, Inc.	CrimeReports Plus - Annual Renewal	1,500.00
Public Surplus	June 25, 2018 auction	468.86
Puuri Enterprises, LLC	Balance Refund/1430 Ridgeway Ave.	21.33
Quality Code Publishing	Supplement No 39 covering through Ordinance 2190	574.03
Raftelis Financial Consultants, Inc.	Water & Sewer Rate Study/Financial Plan	6,169.45
Randall Engineering Surveys	Consulting Services research of Cemetery Plats	690.00
Red Fox Asphalt	Asphalt patch of exit ramp outside breezeway	210.00
Respond First Aid Systems of Wyoming	First Aid Supply Restock	158.41
Rhonda M Gould	Logos on 3 shirts for DL Johnson	15.00
Ricoh USA, Inc.	July Copy Charges	479.58
River Oaks Communications Corporation	July Inv-Discuss/Correspondence Re: Centurylink	821.25
Rocky Mountain Exteriors	Roof replacement on th "Bear Den" Kendrick Park	4,776.00
Roll 'N' Rite Doors Inc	Door Repairs	110.46
Russell & Mills Studios	N Sheridan Interchange Visioning Project #4729	2,752.50
Russell Industries Inc.	PWS converter, shipping	234.70
Sandra K. Fitzpatrick	LE Rodeo Assistance	850.00
Sarah Benavidez	Per Diem to Cheyenne for Training-Wellness reimb	240.25
Scarlet Peacock	Wellness Reimbursement: YMCA Membership	200.00
Servall Uniform and Linen, Inc	Rugs and cleaning	478.25
Shaunessey Reeves	Clean Parks Restrooms	2,700.00
Sheridan Commercial Co.	Supplies	2,197.54
Sheridan County	GIS ESRI ELA city contribution 2018-2019	17,500.00
Sheridan County Conservation District	Public Education for Stormwater Runoff	672.96
Sheridan County Public Health	Immunization for new employee Casey L.	20.00
Sheridan County Weed &	Wetting Agent for Weed & Pest	28.78
Sheridan Econ-O-Wash	laundry services	94.00
Sheridan Media	Digital advertising package/Fly Sheridan	1,148.00
Sheridan Newspapers Inc	Advertising	3,244.00
Sheridan Printing Inc	1000 Backflow preventer forms/inspection label tags	486.00
Sheridan Seed Co., Inc.	Deer & rabbit repellent	12.99
Sherwin Williams	Custom stencil	208.00
Sign Products, Inc	Lic Renewal Refund - Double Paid	200.00
Simon Contractors	R&O for 2018 Pavement Maintenance #4701	26,190.00
Source Office & Technology	Supplies	1,478.41
South Dakota Municipal League	Classified Ad - City Engineer	50.00
State of WY - Judicial Systems Automation Acct	Court Automation Fund June 2018	3,310.00
Thatcher Company	Soda ash: 16 bags SWTP and 6 bags BGWTP	10,003.20
The Lamar Companies	Billboards	3,262.00
Thomas Vrieswyk	Deposit Refund/1727 Edwards Dr.	42.46
Tire Rama	Tire repairs and tires	884.35
Tires for Reclamation, Inc.	Tire disposal	1,163.75
Titan Machinery Inc.	Brush seal	260.24

Todd Watkins	Wellness Participation Reimbursement	150.00
Tom O'Leary	Wellness Participation Reimbursement	250.00
Top Office Products Inc	Copy charges	465.31
Trihydro Corporation	WDT Reconstruction Project/Environmental Monitoring	21,333.00
TripaAdvisor LLC	Graphical advertising - June	2,112.15
Uline Shipping Supplies	Gaylords for paint disposal at HHW facility	1,237.85
Van Diest Supply Company	Weed & Pest - Chemical	4,558.15
Verizon Wireless	Aircards for MDC's	578.84
Victim Services	Crime Victims Fund June 2018	725.27
ViewPoint Government Solutions, Inc.	annual suport maintenance for bldg dept software	10,585.00
Visionary Communications	7/1/18-7/1/19 Wireless and Hosting Service	773.63
VRM	Repairs	6,228.60
Wagner Ranch Services, LLC	R&O for 2018 Misc- #4701	7,507.20
Water Products, Inc	Water	35.00
Way Oil Inc	Washer fluid	115.50
Winsupply of Sheridan Wy Co	Parts	680.30
Wood Group USA, Inc	GIS professional services and other projects	6,316.25
WWC Engineering, A Division of	Piezometer Install, Monitor for ACOE 1135 Study	18,700.00
Wyoming Association of Risk Management	Online Training FY 18	531.88
Wyoming Demolition, Inc.	27 & 29 Decker Road Cleanup	26,685.00
Wyoming Department of Health	18P000726-Lab testing	9.00
Wyoming Machinery Co	Parts	1,019.64
Zowada Plumbing & Heating Inc	City Hall Unit Repair North West Corner City Hall	326.42
Grand Total:		**1,167,539.02**

Prepaids 07-12-18

Vendor Name	Description	Total
Candace Ainslie	reimbursement for travel to WAM	583.51
CenturyLink Communications, LLC	SCADA Lines and Extensions	1,319.97
Montana Dakota Utilities	Pump Stations/Numerous Electric Bills	25,331.43
Office of the Attorney General	Fingerprinting for Firefighter Candidates	234.00
Grand Total:		**27,468.91**

Prepaids 07-19-18

Vendor Name	Description	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	569.62
Law Office of Rex O. Arney	Review Vacutech note/mortgage to WBC	140.00
Local Govt Liability Pool	Liability Insurance 18-19	87,576.00
Montana Dakota Utilities	Pump Stations/Numerous Electric Bills	21,983.54
Pitney Bowes Inc	Postage Machine Lease April 30th-July 29th	760.29
State of Wyoming	Accrued Interest on completed project DWSRF#123	451,957.81
Winsupply of Sheridan Wy Co	Redo check 4468	9,401.09
Grand Total:		**572,388.35**

Prepaids 07-26-18

Vendor Name	Description	Total
Arete Design Group	Weatherby Building CA & Bidding - #5315	21,798.55
Dick Anderson Construction Inc.	Weatherby Building Construction - #5315	719,793.88
Giorgis Properties, LLC	August Rent - Office Lease - Weatherby	4,791.36
Montana Dakota Utilities	Sewer lift station/Numerous Electric Bills/pump stations	852.50
State of Wyoming	Loan 166, 47, 86, 83, and 37 payments	499,927.68
Willard E. Cook, Jr. and Sarah F. Cook	August 2018 Rent on Old C&C property	2,500.00
Wyoming Dept of Revenue	Sales Tax Return form 43-1 June Auction Sales	124.50
Grand Total:		**1,249,788.47**

Regular Payroll 07-20-18

Vendor Name	Total
497-874-NCPERS Wyoming	320.00
Aflac	1,419.54
Blue Cross Blue Shield of Wyoming	68,220.65
Child Support-Ohio	196.14
CITCO FCU	4,768.13
Colonial Supplemental Insurance	21.78
First Federal Savings Bank	9,352.04
HealthEquity, Inc.	2,627.12
ICMA Retirement Trust 300698	6,760.31
IRS 941	81,086.36
LOCAL 276, IAFF	750.00
Nationwide	64.52
Optum Bank, Inc.	1,027.10
Orchard Trust	2,240.00
Security State Bank	508.76
Sunlight Federal Credit Union	1,623.51
VSP	1,015.69
Workers' Safety	10,468.32
Wyoming Retirement System	61,241.17
Wyoming State Disbursement Unit	730.32
Grand Total:	**254,441.46**

Regular Payroll 08-03-18

Vendor Name	Total
497-874-NCPERS Wyoming	320.00
Aflac	1,521.90
Blue Cross Blue Shield of Wyoming	78,049.84
Child Support-Ohio	196.14
CITCO FCU	4,768.13
Colonial Supplemental Insurance	21.78
First Federal Savings Bank	9,275.79
HealthEquity, Inc.	2,575.03
ICMA Retirement Trust 300698	6,738.15
IRS 941	69,920.48
LegalShield	45.85

LOCAL 276, IAFF	750.00
Nationwide	64.52
Optum Bank, Inc.	1,127.10
Orchard Trust	2,220.00
Police Protective Assoc.	70.00
Security State Bank	404.59
Sunlight Federal Credit Union	1,752.68
VSP	987.43
Workers' Safety	9,598.73
Wyo Educator's Benefit Trust	1,078.31
Wyoming Retirement System	59,060.38
Wyoming State Disbursement Unit	730.32
Grand Total:	**251,277.15**

Councilor Henderson moved, seconded by Councilor Shafer, for the approval of the consent agenda. Council approved the motion for approval of the consent agenda: voice vote; unanimous.

8. Staff Update

A. Sheridan Travel & Tourism Director Shawn Parker provided an update on Travel and Tourism.

B. City Administrator Mark Collins provided an update on the Sales and Use Tax.

C. Community Development Director Brian Craig provided an update on the Streetscape Project.

Old Business:

9. A presentation was provided by Public Works Director Lane Thompson. Marcus York, president of the Wrench Ranch Home Owners Association, stated that the trucks have increased their use of engine brakes on the North Sheridan Interchange. Councilor Shafer moved, seconded by Councilor Henderson, for the Approval of Second Reading of Ordinance #2192 - Prohibiting Engine Brakes Within Sheridan City Limits. Council approved the motion: roll call vote: unanimous.

10. A presentation was provided by City Attorney Brendon Kerns. Councilor Henderson moved, seconded by Councilor Bridger, for the Approval of Second Reading of Ordinance #2191 - Change to Municipal Court Costs. Council approved the motion: roll call vote: unanimous.

New Business:

11. A presentation was provided by Public Works Director Lane Thompson. Councilor Bridger moved, seconded by Councilor Henderson, for the Approval of Hillsides Stabilization Project Design / Build Contract with Hayward-Baker / Trihydro. Council approved the motion: voice call vote: unanimous.

12. The Reappointment of Ken Thorpe to the SEEDA Board was removed from the agenda.

13. Councilor Bridger moved, seconded by Councilor Henderson, for the Reappointment of Mayor Roger Miller to a Three (3) year term for the Sheridan Economic and Education Development Authority Board (SEEDA). Council approved the motion: voice call vote: unanimous.

14. Councilor Bridger moved, seconded by Councilor Shafer, for the Appointment of Appointment of Tod Windsor to the Sheridan Travel and Tourism Board. Council approved the motion: voice call vote: unanimous

15. Councilor Bridger moved, seconded by Councilor Henderson, for the Approval of Resolution #29-18 for the Eisele Turf Final Plat. Council approved the motion: voice vote: unanimous.

16. Councilor Bridger moved, seconded by Councilor Shafer, for the Approval of Resolution #28-18, Wrench Ranch Properties Phase Two Parcel Two Master Plan Amendment. Council approved the motion: voice vote: unanimous.

17. Council Reports and Requests for Future Agenda Items.

A. Councilor Shafer stated that Ramaco sponsored a research rodeo and invited scientists from research institutions. There is an interest from the scientific community to find different uses for the carbon in coal. He further discussed the projects that Ramaco would be undertaking.

B. Councilor Henderson discussed the Strategic Planning Session. Brian Craig discussed conversations with Councilor Henderson and Robert Briggs about making existing zoning more compatible for increased options for housing. Councilor Henderson would like to look at parking alternatives for downtown, the North Main project, working with K-14 educators specifically on training the existing and future workforce, evaluating senior citizen services, and creating a beautification plan inclusive of 5th street. He discussed the letter that the Mayor had submitted to the media.

C. Councilor Bridger made comments regarding the letter that Mayor Miller had submitted to the media and also discussed the relationship between the Mayor and City Council.

D. Councilor Hanke discussed the letter that Mayor Miller had submitted to the media. She also mentioned that the Center for a Vital Community is having a workshop about what it means to be a good neighbor and about community building.

E. Mayor Roger Miller stated that the Congressional Tour will be coming in a few weeks. He has made efforts to do work for the community, such as travel to Cheyenne for grant applications. The SEEDA Board has brought 17.6 million dollars worth of economic development to the community, and is still pursuing additional grants for projects. He discussed other boards and commissions that he is involved in. He discussed affordable housing. He mentioned that the two items of disagreement with Council are fluoridation and Charter Ordinance 2158. He will be open to public comment regarding the Charter Ordinance #2158.

18. Comment from the Council and Public:

A. Erin Adams addressed Council regarding Clean Water Sheridan and the misrepresentation of power regarding putting the question of fluoride on the ballot.

B. Marty Daboll addressed Councilor Bridger, Councilor Hanke, and Councilor Henderson. He continued to discuss fluoridation.

C. Jacob Martin commented on the letter that Mayor Miller had submitted to the media, and how Council would approach working together more effectively. Councilor Henderson mentioned that he wanted to focus on higher level concerns. Councilor Hanke stated that Council wants to continue to do great work. Mayor Miller stated that the Charter Ordinance and fluoride issue should be addressed by the public. There was further discussion on the role of the Mayor.

D. Audrey Wiggins commented that she wanted a strong mayor role, and that the roles and responsibilities of the Mayor should be defined further. The public has not been represented on the fluoride issue.

E. Bryan Miller talked about the fact that the role of Council to represent the public.

F. Debbie Hutchins discussed fluoride, and how it has impacted her household.

G. John Fafoutakis discussed fluoride.

19. Councilor Shafer moved, seconded by Councilor Henderson, to adjourn the meeting at 8:59 P.M. Council approved the motion: voice vote: unanimous.

APPROVED:

_____
Roger Miller, Mayor

ATTEST:

_____
City Clerk, Cecilia Good

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Treasurer

MEMORANDUM

Project Name:	Claims
From:	
To:	Mayor and Council
CC:	
Date:	08/16/2018

Attachments

Claims
Prepaids
Payroll

City of Sheridan
Claims paid on 08/21/18

Sum of Amount		
Vendor Name	Description	Total
ABC Signs & Specialties	Sign for recycling Center	15.00
Absolute Upholstery	Repairs to seat in Unit 3-63	457.17
Ace Hardware-Newkirk	Irrigation project supplies, wasp & hornet killer	379.31
ACRO, Inc.	Move and lower breezeway security cameras	285.00
ACT Communications	Telephone and internet	205.50
Alax Jones	Depsosit Refund/244 W 15th St.	55.83
AlphaGraphics of Wyoming	Business Cards for G. Manry/Social Media Management	1,339.00
Ambiente H2O Inc	Secondary sludge RAS pump parts	3,976.26
American Maid	Cleaning Services	7,200.00
American Welding & Gas, Inc.	Drill bits	59.11
Andrew Bates	Deposit Refund/945 S Thurmond St.	67.18
Antonio Sanchez	Deposit Refund/365 Huntington St.	14.49
Ashley Cleare	Deposit Refund/248 S Jefferson St.	80.77
Asphalt Drum Mixers, Inc.	Input module/AC temp module	931.61
Axis Forensic Toxicology, Inc	Lab Results - 18P005641 and 18P005542	550.00
B&B Leasing Company	Lease payments	490.17
Babcock Laboratories, Inc	UCMR4 Testing 7/2/2018	700.00
Ballard*King and Associates, Ltd.	D D Market Analysis Proforma 8-22 thru 9-23 2017	2,430.50
Big Horn Design	work clothing	204.00
Black Bear Construction	Remove/replace ADA ramp @ Highland Elem School	600.00
Brianna Zaller	Deposit Refund/352 Wyoming Ave.	27.11
Brian's Boot & Shoe	Safety toe boots (I.Pierce/R.Bates)	280.00
Buffalo Bulletin	Fly Sheridan Marketing	570.00
Carquest Auto Parts	Parts for equipment	867.62
Cecilia Good	Employee Reimbursement - per diem	128.50
CED- Consolidated Electrical Distributers Inc.	Electrical supplies-	82.30
CH Diagnostics and Consulting	Crypto and Giardia Analyses 6/19/18, 6/26/18	2,040.00
Charter Communications, Inc.	Monthly Charges	14.82
Chemtrade Chemicals US LLC	1 truckload Alum	6,298.05
Chris Dooley	Deposit Refund/430 W 11th St.	27.86
Christopher Harvey	Deposit Refund/1417 N Gould St.	40.50
Cindy Baker	Deposit Refund/645 E 5th St.	48.52
Clella Collier	Deposit Refund/543 E Loucks St.	28.04
Collection Professionals Inc.	CPI Accts # 1885 & 2799-6/1-6/30/2018	727.56
Confluence Collaborative	Website Maintenance - FY18	233.75
Connie's Glass, Inc.	replacement of metal doors	8,470.35
Courtney Smith	Deposit Refund/507 Jackson Ave.	14.15
Crescent Electric	Conduit and timer for sed basin lights/lamp ugrades City Hall	2,641.01
Dakota Supply Group Inc.	2 inch water meters	2,845.32
Daniel Granger	Depsosit Refund/338 E Burkitt St.	64.35
Dave Loden Construction	Repair of wind damage to canopy roof	198.00
Devils Rope Studio LLC	2018 Honorarium SPAC - for Bugling Elk sculpture	500.00
D-H Technologies, LLC	Service calls/phone repairs	892.50
Dixon Land Management and Consulting Inc	lawn service	550.00
Dodie Bomar	Meals per diem for DBomar-Riverton Travel	127.50
DPC Industries, Inc.	Demrruage/rental fee- 2 chlorine tanks	100.00
EMH Pro Cleaning	July Janitorial	1,450.00
Empathia, Inc	EAP Services August 2018 - October 2018	934.50
Employ, LLC	Temporary Labor	8,474.94
Employers Council	Background Check: Glenn Manry	55.00
Enviro-Clean Intermountain, LLC	Sewer hose	1,050.00
Farmers Co-op Oil Co.	Fuel	28,288.96
Fastenal Industrial Supplies	Recycling Center vending machine - July 2018	715.99
Fort Bend Services, Inc	polymer	3,341.31
Gage Rathkamp	Deposit Refund/815 N Sheridan Ave.	46.10
Grand Teton Recreation. LLC	Balance Refund/1155 N Main ST.	64.92
Hach Company	pH probe	445.75
Hawkins Inc	chemicals	13,942.19
Health Education Design Solutions, Inc	First-Aid-BLS CPR-CPR Classes for July 2018	294.00
Honnen Equipment Co	Push pull cable	328.43
InfoSend, Inc.	Billing Statements & Postage - July 2018	4,648.40
Inter-Mountain Laboratories Inc	TTHM/HAA5s, Bacterias, Madison Well- July 2018	2,085.00

Vendor Name	Description	Total
Interstate Power Systems	Filter kit for Unit 3-12	128.10
Jack's Truck & Equipment	RH latch	123.21
Jason Etchechoury	Wellness Participation Reimbursement	200.00
Jessica & Brett Garden	Deposit Refund/721 S Main St.	47.31
John Deere Financial #1111308145	Uniform clothing/ hub/brake kit	2,100.04
Joost Industrial, Inc.	filter ext cover, assy and filter element	1,187.70
Josh Law	July Council meetings Videos	1,200.00
Kayla Cobb	Deposit Refund/1035 Leopard St.	71.49
Keith & Christine Klement	Deposit Refund/440 W Brundage St.	70.97
Ken Kilpatrick	Deposit Refund/1363 Woodworth St.	80.41
Kerns Law Office, LLC	July Legal Services	14,280.00
Kilpatrick Creations Inc.	Department Ball Caps - Krinkee and Johnson	50.00
Kim Ryan	Deposit Refund/935 Emerson St.	76.36
Kinnaird Law Office, PC	Municipal Court Prosecution Fees - July 2018	75.00
Knecht Home Center	Couplings, nipples, elbows, adapters, bushings	46.43
Kois Brothers Equipment, Co.	Repairs Units 3-7 and 3-17 Sanitation	919.71
Lee Kahm	Deposit Refund/1977 Edwards Dr.#C	30.90
LexisNexis Matthew Bender	WY Court Rules 2018 Ed w/CD	168.10
LJS Concrete and Excavating, LLC	WDT Reconstruction Project- #4725	131,066.01
Lomco Inc	Trucking of chip seal oil	5,991.14
Long Building Technologies , Inc.	inspect and repair of filter building ac unit	282.00
Madden Media	SEMC and SEM Co-op May - July	1,875.00
Maggie Onstad	Deposit Refund/466 E 3rd St.	51.76
MAP, LLC	Contractual Services	2,174.63
MCM General Contractors	N Sheridan Interchange Misc #4729	6,022.38
Midwest Laboratories, Inc.	Compost testing	750.00
Mike & Molly Swan	Balance Refund/1414 N. Heights Dr.	538.15
Modern Electric	repairs to electrical system	6,500.00
Molly Mountain	Deposit Refund/964 Bellevue Ave	25.51
Monnit Corp	Cellular data plan for compost monitoring	20.00
Morrison-Maierle, Inc.	NSI -Utilites & Enhancements CA- #4729	59,443.58
Morton Salt, Inc	1 truck (25 tons) salt	5,344.14
Mullinax Concrete Service & Irrigation	Wade gaskets/washed rock	7,103.27
Napa Auto Parts	Parts for repairs	1,218.17
Nicholas Henzel	Deposit Refund/21 Decker Rd #Trl 4	12.44
NMS Labs	Return of specimen - 18P003321	50.00
Norco, Inc	Supplies	386.24
Normont Equipment Co.	Rental of crack sealer(chip seal)	4,000.00
Northern Wyoming Community College	Whitney Center for Arts Grant	10,000.00
Office Shop Inc	Copier Contract-IRAC350P-July 2018	463.03
O'Reilly Auto Parts	Male clamp/air fittings	5.64
Pamela & John Pedroza	Deposit Refund/1047 N Main St.	90.00
Pavement Markings LLC	Safety striping in Recycling Center	250.00
Peak Powersports, LLC	Fan sensor/thermostat	99.99
Penguin Management, Inc	Annual paging and notification service contract	948.00
Peterson Pacific Corporation,	Parts for repairs to grinder at Landfill	586.13
Plainsman Printing & Supply Inc	Council Minutes Book with Fill paper No 16	329.70
Pollardwater	Pitot Blade Dual Gauges for hydrant testing GL	372.04
Porter,Muirhead,Cornia,	Interim Audit Services for FY2018 Audit	20,000.00
Powder River Power Co	Adapter/fittings/hose/bearing/hose assy/washer hos	327.54
R Brooke Holstedt	Deposit Refund/1977 Edwards Dr.#C	90.00
Radwell International, Inc	4 channel analog and pre wired cable	959.76
Rebecca Rimel & James Reeves	Deposit Refund/809 N Custer St.	9.46
ReCollect Systems Inc	Recycling app and Waste Wizard - 1 year renewal	7,230.00
Rhonda M Gould	Apply patches and hem pants for new officers	34.00
Rocky Mountain Ambulance Service LLC	Ambulance Services for September 2018	10,000.00
Schlecht Innovations LLC	Troubleshoot relays w/tech support	79.00
Servall Uniform and Linen, Inc	Rug Service	368.52
Shaye Livingston	Deposit Refund/1387 Cove Ct.	11.94
Sheridan Commercial Co.	Supplies	620.04
Sheridan County Soccer Association	Snickers Big Horn Soccer Cup Grant	3,000.00
Sheridan Econ-O-Wash	July laundry services - Shop	112.00
Sheridan Lock & Key	Duplicate office keys for IT personnel	16.10
Sheridan Media	Fly Sheridan Marketing	350.00
Sheridan Motor Inc	Replacement Patrol Vehicle/services	26,021.54
Sheridan Newspapers Inc	Advertising	6,302.15
Sheridan Printing Inc	18 Boxes No 10 Env w/ Security	74.00
Shift Calendars Inc	2019 Shift Calendars for Department	356.92

Vendor Name	Description	Total
Sierra Gross	Deposit Refund/945 S Thurmond St.	22.86
Source Office & Technology	Supplies	1,141.27
State of WY - Judicial Systems Automation Acct	Court Automation Fund 07.2018	3,425.00
Steve Flack	Deposit Refund/111 W 16th St.	17.38
Steve Kasa	Deposit Refund/730 S Main St.	18.17
Swagit Productions, LLC	Video Streaming Svcs - July 2018	950.00
SWANA	Annual membership dues - Stevens	473.00
Ted's Towing, LLC	Tow vehicle to Hammers	75.00
The Lamar Companies	Billings billboard/Vinyl Production	2,126.00
The Paint Post	Deposit Refund/117 N Main St.	30.98
The Trophy Case	Board Member Plaques	74.00
Thomas J Klepperich	Municipal Court Judge Billing July 2018	2,440.00
Timothy White	Deposit Refund/235 W Brundage St.	23.06
Toni Schoonover	Deposit Refund/507 Jackson Ave.	7.64
Top Office Products Inc	Printer charges	129.55
Transaction Warehouse, Inc	Web Payment Transaction Fee, July 2018	2,847.60
TripaAdvisor LLC	Graphical advertising - July	356.81
Verplanke Drilling	Deposit Refund/Hydrant Meter	494.56
Victim Services	Crime Victims Fund 07.2018	625.00
Visionary Communications	Internet for different departments/some yearly	4,495.58
Visionary Communications, Inc	Depsosit Refund/941 Sugarland Dr.#B	52.14
Visit.Com Inc.	Monthly support fee	300.00
VRM	Repairs to air conditioning - Landfill equipment	483.08
Warehouse Market, Inc	Retirement luncheon (Schwabauer)	103.23
WatchGuard, Inc.	In Car Video System ugrade	133,600.00
Way Oil Inc	Automatic Transmission Fluid/Universal Antifreeze	1,320.31
Wells Fargo Bank-CC	July Credit Card charges	31,594.87
Winsupply of Sheridan Wy Co	Parts and repairs	2,027.77
WWC Engineering, A Division of	Holloway St Reconstruction - Misc #4747	3,750.00
Wyoming Department of Workforce Services	Unemployment Insurance for 2nd Qtr - 2018	1,298.00
Wyoming Dept of Revenue	July 2018 Sales Tax on Asset Sales (Form 43-1)	61.50
Wyoming Machinery Co	Parts	1,981.52
Zowada Plumbing & Heating Inc	Leopard St Waterline Replacement - Misc #4741	139.56
Grand Total		653,327.29

City of Sheridan
Prepaids paid on 08/02/18

Sum of Amount		
Vendor Name	**Description**	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	**793.47**
Montana Dakota Utilities	Numerous Electric Bills	**16,151.68**
State of Wyoming	Loan CWSRF-109AR Payment #7	**212,899.97**
Grand Total		**229,845.12**

City of Sheridan
Prepaids paid on 08/09/18

Sum of Amount		
Vendor Name	**Description**	Total
Chris Scheeler	Redo Lost Check	**150.00**
Ivan Pierce	Redo Lost Check	**120.00**
Montana Dakota Utilities	Pump Stations/Numerous electric bills	**22,799.18**
Roger Miller	Redo Lost check 1028	**852.47**
Wyoming Bank & Trust	SID #78 Bond Payment	**15,381.25**
Grand Total		**39,302.90**

City of Sheridan
Regular Payroll paid on 08/21/18

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 08.17.18	320.00
Aflac	Regular Payroll 08.17.18	1,521.90
Blue Cross Blue Shield of Wyoming	Regular Payroll 08.17.18	71,278.43
Child Support-Ohio	Regular Payroll 08.17.18	196.14
CITCO FCU	Regular Payroll 08.17.18	4,768.13
Colonial Supplemental Insurance	Regular Payroll 08.17.18	21.78
First Federal Savings Bank	Regular Payroll 08.17.18	9,334.12
HealthEquity, Inc.	Regular Payroll 08.17.18	2,627.12
ICMA Retirement Trust 300698	Regular Payroll 08.17.18	6,905.30
IRS 941	Regular Payroll 08.17.18	78,813.80
LOCAL 276, IAFF	Regular Payroll 08.17.18	750.00
Nationwide	Regular Payroll 08.17.18	64.52
Optum Bank, Inc.	Regular Payroll 08.17.18	1,127.10
Orchard Trust	Regular Payroll 08.17.18	2,170.00
Security State Bank	Regular Payroll 08.17.18	404.59
Sunlight Federal Credit Union	Regular Payroll 08.17.18	1,700.60
VSP	Regular Payroll 08.17.18	1,069.04
Workers' Safety &	Regular Payroll 08.17.18	10,206.01
Wyo Educator's Benefit Trust	Regular Payroll 08.17.18	1.25
Wyoming Retirement System	Regular Payroll 08.17.18	58,421.48
Wyoming State Disbursement Unit	Regular Payroll 08.17.18	730.32
Grand Total		252,431.63

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Third Reading of Ordinance #2192 - Prohibiting Engine Brakes Within Sheridan City Limits - Public Works Director Lane Thompson
From:	
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	06/13/2018

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Attorney

MEMORANDUM

Project Name:	Third Reading of Ordinance #2191 - Change to Municipal Court Costs - City Attorney Brendon Kerns
From:	Brendon Kerns, City Attorney
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	06/06/2017

Attachments

Memo

Ordinance 2191 - Change in Municipal Court Costs

KERNS LAW OFFICE, LLC
30 GRINNELL PLAZA
P.O. BOX 6669
SHERIDAN, WYOMING 82801

BRENDON E. KERNS *

TELEPHONE (307) 655-8600
FACSIMILE (307) 655-8602

**Also admitted in Montana*

July 5, 2018

City of Sheridan
City Council
55 E. Grinnell Plaza
Sheridan, WY 82801

RE: Memorandum- Ordinance 2191

Dear Council,

Ordinance 2191 is an ordinance which amends City of Sheridan Ordinance 9-1. This section of the City Ordinance regards sentencing of Defendants. The proposed amendment only alters and adjusts a small portion of Ordinance 9-1; specifically, the section concerning Court costs.

Upon the sentencing of a Defendant, a person pays a judgment consisting of Court costs and an assessed fine amount. Court costs are set by Ordinance and State Statute. The fine portion generally follows the Wyoming Supreme Court Bond Schedule.

Ordinance 9-1 currently requires the Municipal Court to assess a Court cost for the "judicial systems automation account" per W.S. § 5-2-120. This cost is used to pay for the Wyoming sponsored computer system which processes and tracks citations and fines for the Courts. There is no requirement to keep this system.

The City of Sheridan staff, and as approved by Council per the FY 2019 budget, have allocated funds to purchase new and better software for the Municipal Court. The new software will be better supported and work more efficiently that the State program. Once the new software has been purchased, the State software will be deleted and no longer used. The City will no longer be required under State Statute to assess the "judicial systems automation account" Court cost. Further, the change to the Ordinance will not increase the amount assessed by the Municipal Court to Defendants for violations of City Ordinances.

Amending Ordinance 9-1 will allow the City of Sheridan to retain the Court cost paid by Defendants and apply that money towards the purchase and maintenance of the new software system.

Best Regards,

Sincerely,
KERNS LAW OFFICE, LLC

Brendon E. Kerns

Ordinance 2191

AN ORDINANCE AMENDING CHAPTER 9 OF THE CITY OF SHERIDAN MUNICIPAL ORDINANCES CONCERNING COURT COSTS, SPECIFICALLY;

WHEREAS, the City of Sheridan Ordinances contain provisions requiring the assessment of Court Costs for the "judicial systems automation account";

WHEREAS, the City of Sheridan is not required to have Ordinances which require contribution to the "judicial systems automation account";

WHEREAS, the City of Sheridan desires to retain those Court Costs so they can be applied against the cost of operating the Municipal Court.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN, WYOMING:

9-1 Shall be amended to read as follows:

(1) Generally. Any violation of this ordinance or rule or regulation promulgated by any officer or agency of the City under authority granted by statute or ordinance is declared unlawful and when no specific penalty is provided therefore, the violation shall constitute a misdemeanor and shall be punishable by a fine of no more than what is allowed by Wyoming Statute. In addition to any fine ordered, the court shall assess court costs in the amount of Ten Dollars ($10.00) and as required by Wyoming State Statute ~~an administration fee is required by W.S. § 5-2-120 to be assessed~~. In addition to any fine, community service may be ordered to be performed and credited towards any fine at the prevailing Federal minimum wage. Each day of any violation of this Ordinance, rule, or regulation, shall constitute a separate offense.

WHEREUPON, a motion was passed and the Ordinance declared adopted this _____ day of _____, 2018.

CITY OF SHERIDAN, WYOMING

_____
Mayor

ATTEST:

_____
City Clerk

FIRST READING:

SECOND READING:

PUBLISHED:

EFFECTIVE THE _____ DAY OF _____, 2018.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Reappointment of Ken Thorpe for a Three Year Term to the Sheridan Economic and Education Development Authority
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Appointment of At-Large Member Appointment

SHERIDAN ECONOMIC AND EDUCATIONAL DEVELOPMENT AUTHORITY

MEMO

TO: MAYOR AND CITY COUNCIL
FROM: ROBERT BRIGGS, SEEDA ADMIN/NWCCD PLANNING DIRECTOR
DATE: 8/16/2018
RE: SEEDA JPB MEMBER AT LARGE REAPPOINTMENT

The appointment before the Council is for the Sheridan Economic and Educational Development Authority Joint Powers Board. The SEEDA Board is governed by a mutual joint powers board agreement and set of adopted bylaws. Per governing documents, the SEEDA Board is made up of two representatives appointed by the NWCCD Board of Trustees, two representatives appointed by the City of Sheridan, and one member at large appointed by appointed by each of the entities. SEEDA Board terms are for three years, and there is presently no constraint as to the number of terms a board member may serve.

Mr. Ken Thorpe is presently manager of Powder River Heating and Air Conditioning in Sheridan. He was initially appointed to the SEEDA Board as member at large in 2013, replacing Arin Waddell. Mr. Thorpe has most recently served as the SEEDA Board Chair. Mr. Thorpe's re-appointment would be to the member at large position that must be unanimously approved by the Board of Trustees and the City Council.

1 Whitney Way
SHERIDAN, WY 82801
PHONE: (307) 675-0814

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Approval of Resolution #35-18 Naming a Public Street as Bill Redle Street - Community Development Director Brian Craig
From:	Brian Craig, Community Development Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	06/21/2018

Recommendation:

Staff recommends the City Council approve Resolution #35-18, Naming a public street as Bill Redle Street.

Background:

Staff was contacted by Mrs. Maurita Redle Meehan regarding naming a public street in honor of her father, Mr. William (Bill) Redle. The street in question is a previously unnamed 215 foot road segment between Victoria Street and North Mountain View Drive south of the Sheridan County Fairgrounds. Mr. Redle, among other contributions to the community, served as the attorney and lived for many years in the Country Club Addition subdivision in which this subject road segment is located. The Country Club Addition Plat shows this road as Lot 10A and lists its purpose as a future street connection. At some point the road was built and dedicated as public right-of-way, but no name was listed for this road in any records available to staff.

Mr. Redle was born May 12, 1914, in Sheridan, Wyoming. He went to Holy Name School, Sheridan High School, and graduated from Creighton, University, with his Juris Doctor Degree in 1938. He practiced law in Sheridan throughout his entire 55 year legal career.

Bill Redle was instrumental in starting many foundations in Sheridan, including The Griffith Foundation, The Thorne-Rider Foundation, The Bryan Foundation, Genesis Foundation, The Edward J. Redle Foundation, The Sheridan Athletic Foundation, Youth Inc. and The Holy Name School Foundation.

Many of Bill Redle's accomplishments, accolades, and volunteer efforts are listed in his obituary which is reprinted in part below.

Mr. Redle served as President of the Sheridan County Bar Association, District Bar Commissioner, was a member of the Wyoming State Bar Association and the American Bar Association. He also served for a number of years as Chairman of the Wyoming section of the America College of Probate Counsel.

Bill became interested in youth at an early age and upon graduating from Sheridan High School in 1930, became the first coach of Holy Name School and also a scoutmaster for Troop #108, and the leader of the Friendly Indian Tribe sponsored by Holy Name Church. Upon returning to Sheridan in September, 1938, he immediately became associated with the Community Boys Work, now known as Youth, Incorporated, and served as president of

Community Boys Work for several years. He was one of the original incorporates of that organization which now sponsors the Thorne-Rider Youth Camp at Story, and the Poulson-Griffith Youth Camp west of Sheridan.

Bill began coaching Holy Name School in August, 1931, and after graduating from college, resumed his coaching affiliation at Holy Name School in the fall of 1938, and continued to be the football and basketball coach until 1960. The Holy Name School Gymnasium was dedicated in his honor and named the Bill Redle Gym on November 19, 1999.

Mr. Redle served on the Board of Trustees of the Whitney Benefits Foundation for 17 years and was currently president of the B.F. and Rose H. Perkins Foundation, Assistant Secretary -Manager of The Thorne-Rider Foundation, Secretary-Manager of The Vernon S. and Rowena W. Griffith Foundation, and a member of the Board of Trustees of Youth, Incorporated, and assisted with The Edward J. Redle Memorial Fund. He was responsible for setting up The Dodd and Dorothy L. Bryan Foundation, which makes interest-free loans to the youth of Sheridan, Johnson and Campbell Counties in Wyoming and counties of Big Horn, Rosebud and Powder River of the State of Montana. He was the Municipal Judge for the City of Sheridan from 1939 until January, 1950. He also served as a member of the Board of America Red Cross and served as Chairman of the Salvation Army Board some years ago. He helped to organize what is known as the Sheridan Athletic Association in 1949, which sponsors the activities of the Thorne-Rider Baseball Park, and continued to serve as president of that association since that date.

Mr. Redle served two terms as a Director of the Sheridan Chamber of Commerce and two terms as a Director of the Junior Chamber of Commerce. He received the first Distinguished Service Award offered by the Junior Chamber of Commerce. Bill was also the first recipient of the Distinguished Service Award for Outstanding Contributions to Parks and Recreation in Sheridan from the Sheridan Recreation district in 1987. Bill was a member of Holy Name Church his entire life and for many years served as a Trustee of Holy Name Church. He helped establish the Holy Name Foundation in 1982 and served as Secretary since its inception. He was also a member of the Knights of Columbus Sheridan Council 2104.

Mr. Redle was selected for a number of honors during his lifetime. These included being a member of Alpha Sigma Nu, which is the highest award one can receive from a Jesuit College; received the first award from the Wyoming State Bar Association for Community Service in 1990; received the Award established as the "Outstanding Good Citizen" when Sheridan celebrated its 100th anniversary in 1982, received the Ecclesiastic Award from the Vatican, which was presented to him by Bishop Joseph Hart of the Diocese of Cheyenne on April 30, 1994 at Holy Name Church, named the "Outstanding Man of the Year" recipient by The Sheridan Press on December 31, 1994; received an Honorary Degree from Sheridan College in May, 1995; and had the Bill Redle Gym named in honor on November 19, 1999.

Funding:

The relatively minor cost of ordering the new street sign(s) where appropriate will be allocated out of the Streets Division budget. The installation of the signs will be performed by City Staff.

Attachments

Country Club Addition Plat

Map of subject street

Resolution 35-18

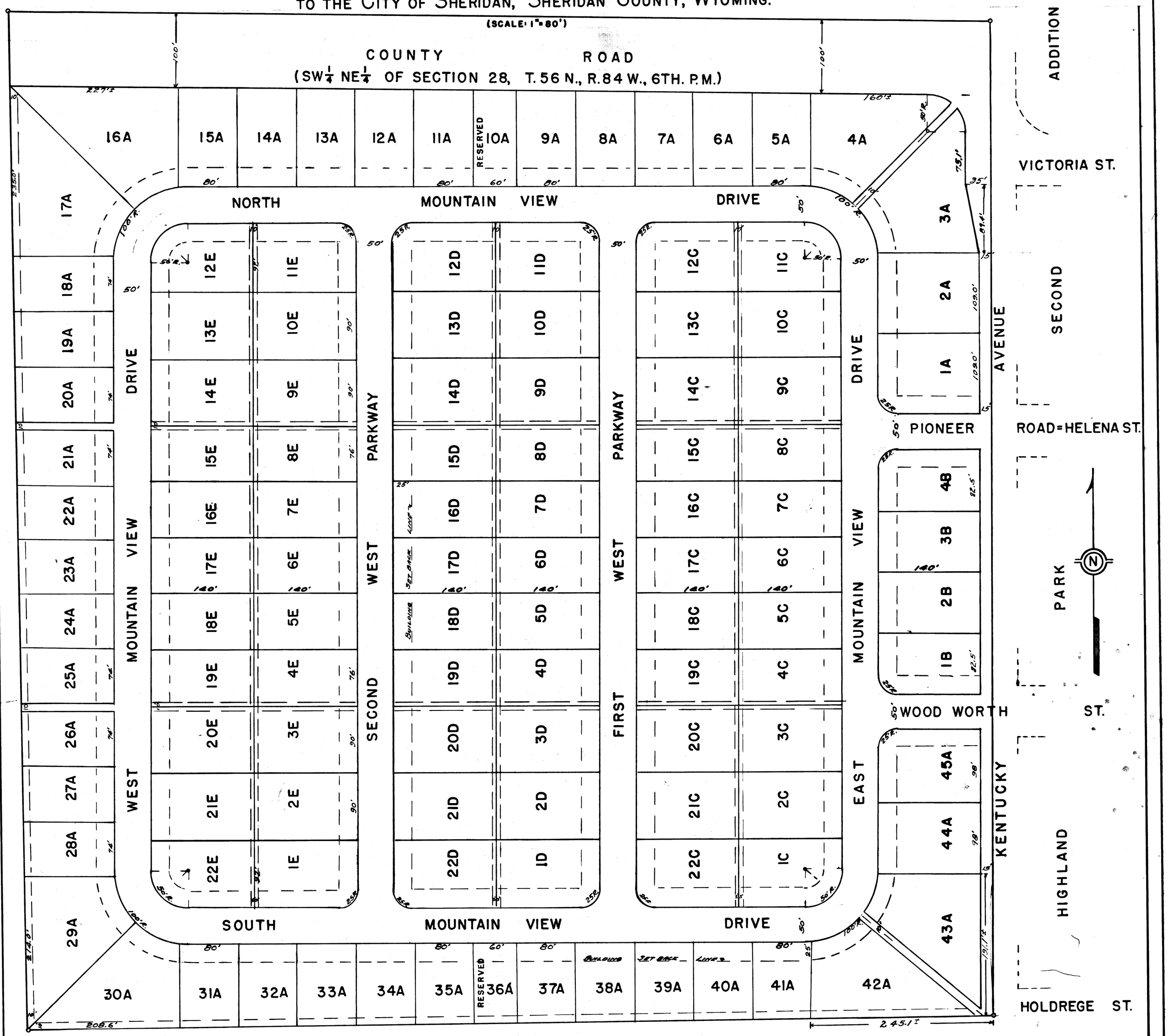
C-6

PLAT OF
THE COUNTRY CLUB ADDITION
TO THE CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING.

COUNTRY CLUB ADDITION
Name of Subdivision or Addition

Map No. 5 Pocket No. 1 Folder No. 2

(SCALE: 1" = 80')



CERTIFICATE OF SURVEYOR

STATE OF WYOMING
COUNTY OF SHERIDAN } SS

I, E. J. Johnson of Sheridan, Sheridan County, Wyoming, a duly licensed Professional Engineer and Land Surveyor under the laws of said State, hereby certify that this plat was made by me from records on file in the office of the County Clerk & Ex-officio Register of Deeds of Sheridan County, Wyoming, and particularly that certain plat of Highland Park 2nd. Addition to the City of Sheridan, Wyoming certified to by Francis C. Williams, Surveyor, under date of August 31, 1908, a part of which said plat sub-divided the SW¼NE¼ of Section 28, T. 56 N., R. 84 W. 6th P.M. and which said SW¼NE¼ was vacated as a part of said sub-division by Declaration of Vacation dated and filed December 10, 1929 and recorded in Book 29 of Deeds, page 531 of the records in the office aforesaid.

That this plat is a sub-division of the SW¼NE¼ of said Section 28, the boundary lines of which are hereby re-established according to the original survey above mentioned, laid out as "The Country Club Addition to the City of Sheridan, Wyoming" as delineated hereon.

E. J. Johnson

Subscribed in my presence and sworn to before me this 14th. day of February, A.D. 1946

H. W. Hardy
NOTARY PUBLIC.

MY COMMISSION EXPIRES Dec. 2, 1949

STATE OF WYOMING
COUNTY OF SHERIDAN } SS

THIS INSTRUMENT WAS FILED FOR RECORD AT 10:50 O'CLOCK A. M., ON THE 7TH. DAY OF MARCH A.D. 1946, AND DULY RECORDED IN BOOK "B" OF PLATS ON PAGE 28

B. B. Hume
COUNTY CLERK & EX-OFFICIO REGISTER OF DEEDS

NO. 270187 FEE, $25.00

RECORDED ABSTRACTED INDEXED CHECKED

CERTIFICATE OF DEDICATION

STATE OF WYOMING
COUNTY OF HOT SPRINGS } SS

The undersigned, Alice D. Lamb and Tom Lamb, her husband, hereby certify that they are the sole owners and proprietors of the SW¼NE¼ of Section 28, T. 56 N., R. 84 W. 6th P.M., County of Sheridan, State of Wyoming, upon which the Country Club Addition to the City of Sheridan, Wyoming is located and which said A portion is laid out, sub-divided and platted as delineated hereon as shown by the Certificate of Surveyor attached.

That said Addition was laid out and plotted with the full knowledge, consent and approval of the undersigned and the Streets, Roads, Drives, Parkways, and Alleys indicated on this PLAT are hereby dedicated to the use of the public for the usual purposes.

That there is hereby dedicated and granted unto the Public a perpetual easement for the purpose of installing, operating and maintaining all public utility lines, including water, sewer, gas, electric, telephone and telegraph or any other lines of public service, over, under, and across the West 5 feet of Tracts 1C to 11C; 1D to 11D; 1E to 11E; the East 5 feet of Tracts 12C to 22C; 12D to 22D; and 12E to 22E; the West 10' of Tracts 17A to 29A; the South 10 feet of Tracts 30A to 42A.

That the 10 foot strips of land as laid out and platted between Tracts 3A and 4A; 20A and 21A; 25A and 26A; 42A and 43A, respectively, are hereby dedicated to the use of the public for public utility lines as aforesaid, for drainage ditches and for pedestrial travel only.

That tracts 8C, 9C, 14C, 15C, 19C, 20C, 3C, 4C, 3D, 4D, 8D, 9D, 14D, 15D, 19D, 20D, 3E, 4E, 8E, 9E, 14E, 15E, 19E and 20E are subject to the provision of that certain Warranty Deed for right of way No. 1 and 2, for the water works System to the Town of Sheridan, Wyoming and in which said deed the Town of Sheridan is Grantee, said deed being dated December 31, 1906 and filed for record on January 4, 1907, in the office of the County Clerk and Ex-Officio Register of Deeds of Sheridan County, Wyoming in Book "5" of Deed, Page 105 of the records of said office.

That Tracts 10A and 38A are hereby reserved for Street extension purposes for a period of ten years, if, after the expiration of said ten year period, said tracts have not been conveyed or dedicated for Street purposes and there appears to be no immediate demand or necessity for their use as STREETS, then this reservation shall expire without notice on and after 10 years from date of filing this Plat and said Tracts will be subject only to the same provisions as stipulated for all other tracts in the said Addition on and after said date.

Hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State of Wyoming in and to the lands herein dedicated to the use of the public by either grant or easement.

Alice D. Lamb.

Tom Lamb

Subscribed in my presence and sworn to before me this 28th day of February, 1946

Grace King
NOTARY PUBLIC

MY COMMISSION EXPIRES May 20th 1949.

COUNTRY CLUB ADDITION
Name of Subdivision or Addition

Map No. 5 Pocket No. 1 Folder No. 2

VICTORIA ST

PUBLIC RD

N MOUNTAIN VIEW DR

2ND WEST PKWY

1ST WEST PKWY

N MOUNTAIN VIEW DR

CITY OF SHERIDAN
RESOLUTION 35-18

A RESOLUTION approving naming of a public street segment as Bill Redle Street, located between Victoria Street and North Mountain View Drive in Country Club Addition Subdivision, City of Sheridan, Sheridan County, Wyoming shown on the attached Exhibit A.

WHEREAS, this request for a street naming meets the standard practice of street naming in the City of Sheridan; and

WHEREAS, all necessary entities will notified per standard procedure upon approval of this naming; and

WHEREAS, William (Bill) Redle served the Sheridan community with abundant volunteerism and important professional contributions worthy of lasting recognition; and

Now, therefore, be it resolved by the City Council of the City of Sheridan:

That the public street segment as shown in Exhibit A located between Victoria Street and North Mountain View Drive in Country Club Addition Subdivision, City of Sheridan, Sheridan County, Wyoming shall be name as Bill Redle Street.

PASSED, APPROVED, AND ADOPTED this 20th day of August 2018.

_____
Roger Miller, Mayor

Attest:

_____
Cecilia Good, City Clerk

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Utilities

MEMORANDUM

Project Name:	Approval of Resolution 38-18 Authorizing Continuation of the Construction and Demolition Disposal Fee Waiver Program - Utilities Director Dan Roberts - 5 Minutes
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	08/06/2018

Recommendation:

Staff recommends that City Council approve and adopt Resolution 38-18 which authorizes the continuation of the Construction and Demolition Disposal Fee Waiver Program offering disposal fee waivers for grindable material from permitted Sheridan residential and commercial demolition projects.

Background:

In May of 2104, City Council authorized a pilot program allowing landfill fee waivers for grindable materials derived from properly permitted demolition projects. The program is referred to as the "Construction and Demolition Disposal Fee Waiver Program" (C&D Program). The C&D Program was extended for 2 years in 2016.

The C&D Program was instituted to help incentivize the cleanup of dilapidated structures and to encourage infill and development within the City's corporate boundaries where demolition and associated costs can serve as a disincentive. Since its inception in 2014, this Program has issued 96 demolition permits where 66 were dilapidated and abated structures, 6 were for fire damage abatement, and 24 were for teardown for new construction.

It is estimated that under this C&D Program to date:

- 3,178 tons of grindable materials were permitted
- 2, 466 actual tons were delivered to the landfill
- Total Landfill fee waivers are estimated to be $111,719
- Over $29 million worth of associated reconstruction was reported for these permitted projects

The C&D grinding operations and financial plan of the Solid Waste Enterprise Fund support the ability of the Sheridan Landfill to continue waiving landfill disposal fees in support of this C&D Program.

City staff will continue to monitor the success of the C&D Program while evaluating the ability of the Solid Waste Fund's ability to operationally and financially continue to support it. Staff will report the status of the C&D Program to City Council during the annual budgeting process.

City Council's approval of Resolution 38-18 would authorize the continuance of the C&D Program and authorize staff to administer the terms previously established as follows:

1. Disposal of demolition waste shall be for for projects located within the City Limits.
2. Have a valid demolition permit issued by the City of Sheridan, Building Department.

3. Demolition waste material must be suitable to be ground. “Suitable to be ground” is defined as free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind.
4. Permitted tonnage shall not exceed 100 tons per project.
5. The maximum permitted tonnage shall not exceed 40 lbs/sqft.
6. A non-refundable fee of $40.00 shall be charged for each permit application.
7. Permits shall be valid for 180 days.
8. Permits shall be issued only for permanent type structures set on foundations.

Thank you for your consideration.

Attachments

Resolution 38-18

RESOLUTION 38-18

A RESOLUTION authorizing the continuation of a Construction and Demolition Disposal Fee Waiver Program (C&D Program) that provides for demolition projects within Sheridan's corporate boundaries, and permitted with the City of Sheridan, to obtain a fee waiver for the disposal of grindable construction demolition material. This fee waiver program, as described herein, will remain in effect until established otherwise through resolution.

W I T N E S S E T H

Whereas; in 2014, the City Council had authorized a 2-year trial period waiving landfill disposal fees for grindable materials derived from properly permitted demolition projects; and

Whereas; in 2016 the City Council authorized a 2-year extension of the C&D Program; and

Whereas; the C&D Program, which incentivises with landfill disposal fee waivers for construction and demolition (C&D) material, has continued to prove successful toward supporting and promote infill development and general community clean up of dilapidated structures; and

Whereas; since May 12, 2014, over 96 demolition permits have been issued resulting in 66 dilapidated and 6 fire damaged structures being abated; and 24 structures torn down for new construction; and

Whereas; the City Council recognizes that there is still a need within our community that could benefit from, and be supported by, this fee waiver program; and

Whereas; demolition disposal fees can be as high as 25% of the costs to demolish a typical residential structure which can be a significant expense that does not encourage community revitalization and economic growth through rebuilding or infill development; and

Whereas; since its inception, the C&D Program has aided in incentivizing over $29 million worth of reconstruction projects; and

Whereas; the C&D grinding operations and financial plan of the Solid Waste Enterprise can continue to support the ability of the Sheridan Landfill to waive C&D disposal fees from properly permitted Sheridan residential and commercial demolition projects; and

Whereas; city staff shall continue to monitor and evaluate the success of the C&D Program while also considering the Solid Waste Fund's ability to operationally and financially support it and shall report back to City Council during the annual budgeting process.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERIDAN:

City staff is authorized to continue administering the C&D Program providing for landfill fee waivers for disposal of grindable C&D material from properly permitted residential and commercial demolition projects under the following terms:

1. Disposal of demolition waste shall be for for projects located within the City Limits.
2. Have a valid demolition permit issued by the City of Sheridan, Building Department.
3. Demolition waste material must be suitable to be ground. "Suitable to be ground" is defined as free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind.
4. Permitted tonnage shall not exceed 100 tons per project.
5. The maximum permitted tonnage shall not exceed 40 lbs/sqft.
6. A non-refundable fee of $40.00 shall be charged for each permit application.
7. Permits shall be valid for 180 days.
8. Permits shall be issued only for permanent type structures set on foundations.

Staff will track the data needed to evaluate the success of this program to include the financial impacts to the Solid Waste Fund and update the City Council during the City's annual budgeting process.

PASSED, APPROVED AND ADOPTED this _____ day of August 2018.

_____
Roger Miller, Mayor

ATTEST:

_____
City Clerk

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name: Big Horn Public House, LLC Application for Microbrewery License #1 - City Clerk Cecilia Good
From: Cecilia Good, City Clerk
To: Mayor and Council
CC: Mark Collins, City Administrator
Date: 08/08/2018

Recommendation:

Staff recommends the approval of Big Horn Public House, LLC's application for Microbrewery License #1.

Background:

Sheridan Brew Co. and Public House will be a microbrewery that offers its own craft beer products and a food menu. Their plan is to operate year round. Sunday through Wednesday operations will be from 11 am to 10 pm and Thursday through Saturday operations will be from 11 am to 2 am. The applicant plans to hold events that will be open to the public on special occasions based on community demand.

Attachments

Big Horn Public House LLC Application

WLD-31 (4/17)

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY		
Customer #:		
Trf from:		
Reviewer:	Initials	Date
Agent:		/ /
Chief:		/ /

To be completed by City/County Clerk

Local License #: 1

License Fees
Annual Fee: $ 500 .00
Prorated Fee: $ 210 .00
Transfer Fee: $.
Publishing Fee: $ 90 .00

Date filed with clerk: 8 / 20 / 2018

Advertising Dates: (2 Weeks)
8/8/2018 & 8/15/2018

Hearing Date: 8 / 20 / 2018

Publishing Fee Direct Billed to Applicant: ☐

License Term: 8 (Month) / 20 (Day) / 2018 (Year) Through 12 (Month) / 31 (Day) / 2018 (Year)

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: **NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.**

Applicant: Big Horn Public House, LLC.

Trade/Business Name (dba): Smith Alley Brewing Company

Building to be licensed/Building Address: 150 North Main Street (Number & Street)

Sheridan (City) WY (State) 82801 (Zip) Sheridan (County)

Mailing Address: 150 North Main Street (Number & Street or P.O. Box)

Sheridan (City) WY (State) 82801 (Zip)

Business Telephone Number: (307) 461-7722 Fax Number: ( )

E-Mail Address: ERIC@smithalleybrewing.com

Brief legal description and the zoning of the licensed building or site for licensed building: W.S. 12-4-102 (a) (vi)

Zone B2 Sheridan original block 2, lot 9

FILING FOR
- ☒ NEW LICENSE
- ☐ TRANSFER OF LOCATION
- ☐ TRANSFER OWNERSHIP
- ☐ ASSIGNMENT LETTER ATTACHED

FORMERLY HELD BY:

FILING IN (CHOOSE ONLY ONE)
- ☒ CITY OF: Sheridan
- ☐ COUNTY OF:

FILING AS (CHOOSE ONLY ONE)
- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ LP/LLP
- ☒ LLC
- ☐ CORPORATION
- ☐ LTD PARTNERSHIP
- ☐ ORGANIZATION
- ☐ OTHER

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

RETAIL LIQUOR LICENSE
- ☐ ON-PREMISE ONLY (BAR)
- ☐ OFF-PREMISE ONLY (PACKAGE STORE)
- ☐ COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)

- ☐ RESTAURANT LIQUOR LICENSE
- ☐ RESORT LIQUOR LICENSE
- ☐ BAR AND GRILL

LIMITED RETAIL (CLUB)
- ☐ VETERANS CLUB
- ☐ FRATERNAL CLUB
- ☐ GOLF CLUB
- ☐ SOCIAL CLUB

- ☒ MICROBREWERY
- ☐ WINERY
- ☐ DISTILLERY SATELLITE
- ☐ WINERY SATELLITE
- ☐ COUNTY RETAIL or SPECIAL MALT BEVERAGE PERMIT

SPECIAL DESIGNATIONS
- ☐ CONVENTION FACILITY
- ☐ CIVIC CENTER/EVENT CENTER/ PUBLIC AUDITORIUM
- ☐ GOLF CLUB
- ☐ GUEST RANCH
- ☐ RESORT

To Assist the Liquor Division with scheduling inspections: **WHEN DO YOU OPERATE?**

- ☒ FULL TIME (e.g. Jan through Dec) (specify months of operation) from Jan to Dec
- ☐ SEASONAL/PART-TIME DAYS OF WEEK (e.g. Mon through Sat) from Sunday to Saturday
- ☐ NON-OPERATIONAL/PARKED HOURS OF OPERATION (e.g. 10a - 2a) from 10Am to 2Am

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 6

1. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103 (a) (iii)

(1) **OWN** the licensed building? ☐ YES (own)

(2) **LEASE** the licensed building? (Lease must be through the term of the liquor license) ☒ YES (lease)

If Yes, please submit a copy of the lease and indicate:

(A) When the lease expires, located on page 2 paragraph 3 of lease.

(B) Where the **Sales** provision for alcoholic or malt beverages is located, on page 11 paragraph 2 of lease. (MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601 (b) ☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

   (a) Hold any interest in the license applied for? ☐ YES ☒ NO

   (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? ☐ YES ☒ NO

   (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO

   (d) If you answered **YES** to any of the above, explain fully and submit any documents in connection there within:

   _____

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by **this** licensing authority? W.S. 12-4-103 (b) ☐ YES ☒ NO

   If "YES", explain: _____

5. **If applicant is filing as an Individual, Partnership or Club:** W.S. 12-4-102 (a) (ii) & (iii)

   Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip ***DO NOT LIST PO BOXES***	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

(If more information is required, list on a separate piece of paper and attach to this application.)

6. **If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership:** W.S. 12-4-102 (a) (iv) & (v)

   Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, **and every officer**, **and every director** must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip ***DO NOT LIST PO BOXES***	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
Erie McCormick	8/26/86	1897 Paintbrush Dr Sheridan, WY 82801	307-461-7722	<1	10.95	YES ☐ NO ☒	YES ☐ NO ☒
Tiffany McCormick	3/15/88	1897 Paintbrush Dr Sheridan, WY 82801	307-751-3495	<1	10.95	YES ☐ NO ☒	YES ☐ NO ☒
Richard Anderson	4/24/51	1800 Lodgepole Helena, MT 59601	406-443-3225	<1	23.38	YES ☐ NO ☒	YES ☐ NO ☒
Mark Esponda	11/24/82	7 Crossfire Drive Helena, MT 59634	406-459-3776	<1	11.69	YES ☐ NO ☒	YES ☐ NO ☒
Brian Bolton	4/18/73	369 West Burrows St Sheridan, WY 82801	307-461-7210	<1	11.69	YES ☐ NO ☒	YES ☐ NO ☒
Chris Pope	12/4/52	1508 South Wilson Ave Bozeman, MT 59715	406-581-8739	<1	13.14	YES ☐ NO ☒	YES ☐ NO ☒
Maddie Pope	8/26/58	1508 South Wilson Ave Bozeman, MT 59715	406-581-8739	<1	13.14	YES ☐ NO ☒	YES ☐ NO ☒

(If more information is required, list on a separate piece of paper and attach to this application)

7. BAR AND GRILL LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413 (a) ☐ YES ☐ NO

8. RESTAURANT LICENSE:

(a) Give a description of the dispensing room(s) and state where it is located in the building. W.S. 12-4-408 (b) (e.g. 10 x 12 room in SE corner of building):_____

_____

(b) Have you submitted a valid food service permit or application? W.S. 12-4-407 (a) ☐ YES ☐ NO

(c) Have you attached a drawing of the establishment that includes the restaurant dispensing room(s)? W.S. 12-4-410 (f) ☐ YES ☐ NO

9. RESORT LICENSE:

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars ($1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars ($10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO

(e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)

1. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

10. MICROBREWERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☒ NO

(a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT ☐ BAR AND GRILL ☐ WINERY

(b) Do you self distribute your products? W.S. 12-2-201(a) (Requires wholesaler license with the Liquor Division) ☒ YES ☐ NO

(c) Do you distribute your products through an existing malt beverage wholesaler? W.S. 12-2-201(g)(i) (Requires authorization to sell license with the Liquor Division) ☐ YES ☒ NO

11. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☐ NO

(a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT ☐ BAR AND GRILL ☐ MICROBREWERY

12. LIMITED RETAIL (CLUB) LICENSE:

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

13. LIMITED RETAIL (CLUB) LICENSE:

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

(a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO

(b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

14. LIMITED RETAIL (CLUB) LICENSE:

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

(a) Do you have more than fifty (50) bona fide members? ☐ YES ☐ NO

(b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? ☐ YES ☐ NO

(c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? ☐ YES ☐ NO

1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) ☐ YES ☐ NO
2. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

15. LIMITED RETAIL (CLUB) LICENSE:

SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):

(a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO

(b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO

(c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? ☐ YES ☐ NO

(d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO

(e) Has the club received twenty-five dollars ($25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO

(f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO

(g) Have you filed a true copy of your bylaws with this application? ☐ YES ☐ NO

(h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) ☐ YES ☐ NO

REQUIRED ATTACHMENTS:

☐ A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102 (a) (vi).

☐ Restaurants: include a drawing of the establishment that includes the dispensing room(s) W.S. 12-4-410 (f).

☐ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a) (iii)/ W.S. 12-4-403(b)/W.S. 12-4-301(e).

☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601 (b).

OATH OR VERIFICATION

*(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers.) W.S. 12-4-102(b)*

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
) *SS.*
COUNTY OF Sheridan)

Signed and sworn to before me on this 15th day of August, 20 18 that the facts alleged in the foregoing instrument are true by the following:

	(Signature)	(Printed Name)	Title
1)		Eric McCormick	Managing member
2)			
3)			
4)			
5)			
6)			

CECILIA GOOD - NOTARY PUBLIC
COUNTY OF SHERIDAN STATE OF WYOMING
My Commission Expires December 10, 2019

Witness my hand and official seal:

Signature of Notary Public

(SEAL)

My commission expires: December 10th 2019

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Approval of Resolution 43-18 Supporting the Submission of a Grant Application to the U.S. Department of Commerce Economic Development Administration - Sheridan College Planning Director Robert Briggs
From:	
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	

Attachments

Resolution 43-18

RESOLUTION 43-18

A RESOLUTION OF THE CITY OF SHERIDAN SUPPORTING SUBMISSION OF A GRANT APPLICATION TO THE U.S. DEPARTMENT OF COMMERCE – ECONOMIC DEVELOPMENT ADMINISTRATION

FOR THE PURPOSE OF: MANUFACTURING FACILITY IN THE SHERIDAN HIGH-TECH PARK FOR KENNON PRODUCTS

WITNESSETH

WHEREAS, the City of Sheridan together with Northern Wyoming Community College District and the Governing Body of the Sheridan Economic and Educational Development Authority, a joint powers board with NWCCD and the City of Sheridan as members, recognize the need for a strategically located manufacturing facility to allow for the expansion of a significant committed business, and believes this project will address those needs; and

WHEREAS, the public benefit(s) of this project will be the creation of new skilled manufacturing jobs and revenue to the SEEDA to use for additional economic development projects in the community, and the consideration is the creation of new manufacturing jobs, construction of a 30,000 to 40,000 square foot office and manufacturing facility, private capital investment by the committed business; and

WHEREAS, the specific goals and measures of success of this project are:

- Construction of an office and manufacturing facility up to 40,000 square feet.
- Execution of a lease with Kennon Products for the facility, allowing the established business to expand its manufacturing operations in Sheridan, WY.
- Occupation of the facility by Kennon Products and expansion of operations at the new facility.
- At least 50 new jobs created by Kennon Products between 2018 and 2024.

WHEREAS, the Economic Development Administration's grant program requires that certain criteria be met, as described in the Notice of Funding Opportunity (EDAP2018) governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of SEEDA plans to provide cash and in-kind match to this project from the following source(s):

- A cash match for the EDA grant of $2,000,000 from a loan or grant secured by SEEDA; and
- Cash for the A&E costs of up to $300,000 from a loan or grant secured by SEEDA; and
- Up to five (5) acres of land in the Sheridan High Tech Park; and

WHEREAS, the Governing Body of SEEDA has a comprehensive operation and maintenance plan which will extend the life of the asset(s) and intends to enter into a triple net lease with Kennon Products;

- SEEDA will pay expenses for major maintenance and management of the facility in accordance with the Lease Agreement and Operations and Maintenance Agreement; and

WHEREAS, the Governing Body of SEEDA has considered other possible funding solutions for this project which included further contributions from Kennon Products, and additional funding from SEEDA partner entities; and

WHEREAS, SEEDA is working in partnership with Kennon Products, Sheridan College, and the City of Sheridan; and

WHEREAS, SEEDA caused a public hearing to be held on August 15, 2017 to solicit testimony from citizens, and gave full consideration to all comments received; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERIDAN, that a grant application in the amount of $2,000,000 be submitted to the U.S. Department of Commerce – Economic Development Administration on behalf of the Northern Wyoming Community College District and the City of Sheridan for consideration of assistance in funding the **MANUFACTURING FACILITY IN THE SHERIDAN HIGH-TECH PARK for KENNON PRODUCTS.**

PASSED, APPROVED AND ADOPTED THIS _____ DAY OF _____, 2018.

By: _____

ATTESTED:

_____
Secretary

CERTIFICATE

I, _____, hereby certify that the foregoing Resolution was adopted by the City of Sheridan at a public meeting held on _____, and that the meeting was held according to law; and that said Resolution has been duly entered in the minutes of the City of Sheridan, Wyoming.

_____
City Clerk

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Approval of Resolution 45-18 Approving the Amended and Restated Sheridan Economic and Educational Development Authority Joint Powers Board Agreement - Sheridan College Planning Director Robert Briggs
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	

Attachments

Memo
Resolution 45-18
Amended and Restated SEEDA JPB Agreement

SHERIDAN ECONOMIC AND EDUCATIONAL DEVELOPMENT AUTHORITY

MEMO

TO: MAYOR AND CITY COUNCIL
FROM: ROBERT BRIGGS, SEEDA ADMIN/NWCCD PLANNING DIRECTOR
DATE: 8/16/2018
RE: SEEDA JPB AGREEMENT – EXECUTIVE SUMMARY

The SEEDA Board was created in 2007 with the mission of establishing an entity between the NWCCD, the City of Sheridan, and the School District, "*by which they can collaborate on the financing and development of capital projects in Sheridan County, for the purposes of economic and educational development of the Sheridan Community.*" (2007 JPB Agreement, Recitals) SEEDA's first project was to serve as the vehicle for the funding and development of the early childhood education center now occupied by First Light. The original Joint Powers Board agreement anticipated the need to amend, "*this agreement by supplemental appendix to address specific concerns on a project-by-project basis hereafter…*" (2007 JPB Agreement, Section 12). Over the years, supplemental appendixes were approved and executed to account for significant projects and assets being added to the SEEDA portfolio.

In 2014, Sheridan County School District #2 notified the NWCCD and City of their intent to withdraw from the SEEDA partnership. Rather than supplemental appendix, this resulted in an amendment to the primary JPB agreement. Following the undertaking of the recent Vacutech and Weatherby projects, it was determined by SEEDA's legal counsel that it would be helpful for the SEEDA Board to execute a restated and amended Joint Powers Board Agreement. The main reasons for this recommendation were threefold. First, the restated agreement allows for a clean and cohesive document to reference regarding the scope and function of the SEEDA Board. Second, it cleans up any remaining artifacts of the agreement that are longer applicable. Third, it allows for a clarification of the extent SEEDA's mission and its relationship to other community partners.

At their May 15, 2018, meeting the SEEDA Board recommended that the governing bodies of the partner entities approve the version of the agreement contained in the agenda packet. Following approval by the Board of Trustees and City Council, the agreement will be sent to the State Attorney General's Office for final review and approval.

1 Whitney Way
SHERIDAN, WY 82801
PHONE: (307) 675-0814

RESOLUTION 45-18
TO APPROVE THE AMENDED AND RESTATED
JOINT POWERS BOARD AGREEMENT

WHEREAS, the Sheridan Economic and Educational Development Authority Joint Powers Board (SEEDA) is governed by a Joint Powers Board Agreement, as amended, that contains the concordance between the partner entities as to its overall scope, mission, and mode of operation of SEEDA;

AND WHEREAS, the agreement has been amended several times to account for SEEDA projects and the departure of Sheridan County School District #2 as a partner entity, making necessary and desirable the execution of an amended and restated agreement to clearly define the understanding between the partner entities.

AND WHEREAS, the Sheridan Economic and Educational Development Authority Joint Powers Board reviewed and recommended approval of the Amended and Restated Joint Powers Board Agreement at their May 15, 2018 meeting;

NOW BE RESOLVED by the City Council of the City of Sheridan that the Amended and Restated Joint Powers Board Agreement as recommended by the SEEDA Board at their May15, 2018 meeting, is hereby approved.

Dated this 15th day of August, 2018

City Council of the City of Sheridan,
State of Wyoming

By: _____
Roger Miller, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

AMENDED AND RESTATED SHERIDAN ECONOMIC AND EDUCATIONAL DEVELOPMENT AUTHORITY JOINT POWERS BOARD AGREEMENT

THIS AMENDED AND RESTATED Sheridan Economic and Educational Development Authority Joint Powers Board Agreement ("Agreement") is made by **THE CITY OF SHERIDAN** ("City") and the **NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT** ("College") and referred to herein variously as "participating agency", "participating agencies" or "Joint Powers Board".

Recitals

1. The Sheridan Economic and Educational Development Authority Joint Powers Board ("SEEDA") was formed by the Sheridan Economic and Educational Development Joint Powers Board Agreement ("Agreement") entered into by and between the above participating agencies, as well as Sheridan County School District No. 2, pursuant to the Wyoming Joint Powers Act, as set forth in W.S. §16-1-101 et seq., as amended (hereinafter referred to as the "Act"), approved by the Wyoming Attorney General in 2007.

2. Sheridan County School District No. 2 withdrew as a participating entity by Amendment approved by the Wyoming Attorney General in 2014.

3. The purpose of SEED A is to create an entity by which the participating agencies can collaborate on the financing and development of capital projects, workforce training, or job creation initiatives in Sheridan County, for purposes of economic and educational development of the Sheridan Community.

4. The general purposes of SEEDA are to (a) provide a mechanism to facilitate grants through SEEDA; (b) provide a mechanism for nonprofit entities, associations, foundations and others to make investments in projects; (c) provide a mechanism for the participating agencies to jointly finance, develop, own, manage, lease, buy and sell real property assets to facilitate development of which will provide educational, business, cultural and social service opportunities; (d) provide long-term stability in the management of assets without disruption by shorter term political and personnel changes in the participating agencies; and (e) provide for the financing and development of workforce training or job creation initiatives.

AGREEMENT

NOW THEREFORE, the participating agencies agree as follow:

1. COMPOSITION OF THE BOARD. The composition of the Sheridan Economic and Educational Development Authority Joint Powers Board shall consist of Five (5) Members designated as follows:

(a) Each of the two (2) participating agencies shall appoint one (1) Member from its governing body;
(b) Each of the two (2) participating agencies shall appoint one (1) Member at large;
(c) The final Member shall be appointed by unanimous consent of the governing bodies of the two (2) participating agencies; and
(d) All persons appointed to serve on the Joint Powers Board shall be qualified electors of Sheridan County, Wyoming.

2. TERM OF BOARD MEMBERS. Members of the Board shall serve three (3) year terms with terms staggered such the terms of Members appointed from the governing body of each participating agency shall expire on opposite years as Members appointed at large. Vacancies for unexpired terms shall be filled by appointment by the governing body or bodies which appointed the vacating Member in the same manner that the vacated position was initially appointed.

Members of the Board may be removed, with or without cause, by the governing body or bodies which appointed the Member to be removed. If a Member ceases to be a resident of Sheridan County, his/her position on the Board shall be declared vacant.

3.MEETINGS. The Board shall meet as follows:

(a) Not less than once every three (3) months;
(b) As provided by the Bylaws of the Board;
(c) At the call of the chairman; or
(d) Within five (5) days after an oral or written request of a majority of the Board Members.

4.LIABILITY. Except as otherwise provided by law, no individual Member of the Joint Powers Board shall be personally liable for any actions or procedures of the Joint Powers Board as provided by Wyo. Stat. Ann. § 16-1-106(b), as amended.

5.COMPENSATION. When actually engaged in the performance of their duties. Members of the Joint Powers Board shall receive no compensation from the Joint Powers Board but shall be reimbursed as authorized by Wyo. Stat. Ann. § 16-1-106(b), as amended.

6.BYLAWS/RULES. The Joint Powers Board shall adopt such Bylaws, rules, regulation and/or policies not inconsistent with this Agreement, the Wyoming Joint Powers Act and Wyoming law, all as amended, as it deems necessary to carry out the business of the Board.

7. DUTIES. The Joint Powers Board shall:

(a) Comply with all requirements of it as set forth in the Wyoming Joint Powers Act, as amended;
(b) Keep minutes of all meetings and keep proper financial records, to the extent required by Wyoming law.
(c) Fix the time and place of regular meetings; provided that a regular meeting shall be held at least once every three (3) months;
(d) Cooperate and solicit the advice, counsel and recommendations of the governing bodies of the participating agencies; and
(e) Keep the governing bodies of the participating agencies advised as to its activities, and make such written or formal reports concerning its activities and finances as may be required by such participating agencies.

8. POWERS. The Joint Powers Board shall have all powers and duties enumerated in, or reasonably implied from, the Wyoming Joint Powers Act and the laws of the State of Wyoming, as amended, including but not limited to powers enumerated in Wyo. Stat. Ann. §15-1-103, as to the City, and Wyo. Stat. Ann.§ 21-18-303, as to the College, all as may be amended from time to time.

Nothing herein, nor any action taken by the Joint Powers Board, shall modify, limit or in any way alter the governmental immunity afforded to the participating agencies and their governing bodies to the full extent that each such agency may otherwise have governmental immunity under Wyoming law.

9. OWNERSHIP, OPERATION AND FINANCING. The following provisions shall apply concerning ownership of any facilities, the operation and maintenance of such facilities and the financing of the Joint Powers Board:

(a) Any facility constructed or purchased by the Joint Powers Board shall be owned by the Joint Powers Board, with the respective participating

agencies entitled, but not required, to own a proportionate interest thereof in the following proportions:

Equally by each participating agency, unless the Members otherwise unanimously approve ownership of a specific facility in some other proportion, or unless such ownership would be contrary to law.

(b) The operation and maintenance of the facilities shall administered by the Joint Powers Board, or its agents, and the costs thereof, shall be borne in the same proportion as each participating agency is entitled to an interest in the ownership thereof, as set forth in (a), above, unless the Members otherwise unanimously approve a different proportion of participation.

(c) All financing shall be through funds raised by the Joint Powers Board which shall establish and maintain a budget for its yearly operations. To the extent any financing by the participating agencies is required, such financing shall be borne in the same proportion as each participating agency is entitled to an interest in the ownership thereof, as set forth in (a), above, unless the Members otherwise unanimously approve a different proportion of participation.

10. TERM; DISSOLUTION AND DISTRIBUTION. The Joint Powers Board shall continue in existence perpetually, unless otherwise sooner terminated by a resolution adopted by each of the governing bodies of the participating agencies. Upon the complete termination and dissolution of the Joint Powers Board, or upon the proper withdrawal by any participating agency from the Joint Powers Board, any remaining funds, assets or facilities owned by it shall be allocated and distributed to the participating agencies in proportion to the ownership interest held by each such participating agency pursuant to this Agreement, or the provisions of the Board's Bylaws, or as may be expressly agreed by resolution adopted by each of the governing bodies of the participating agencies on a specific project-by-project basis. Notwithstanding anything to the contrary contained herein, the Joint Powers Board shall not dissolve the Board so long as any financial obligations are outstanding and unresolved.

11. AMENDMENT. This Agreement may be amended, in whole or in part, by the written resolution unanimously approved by the Members and by the office of the Wyoming Attorney General. The Joint Powers Board anticipates amending this Agreement by supplemental appendix to address specific concerns and issues on a project-by-project basis hereafter, including but not

limited to addressing such project-by-project issues as: proportion of financial responsibility on a specific project for each participating agency; proportion of equitable ownership of a specific project's assets for each participating agency; or the proportionate participation, management and operation of a specific project by each participating agency.

12. SEVERABILITY. The terms, provisions and conditions of this agreement are severable. If any term or provision of this agreement or its application to any person or circumstance is determined by a Court of proper jurisdiction to be invalid, such invalidity shall be limited to such person, circumstance, term or provision and shall not affect other persons, circumstances, terms or provisions which can be given effect without the invalid provision or application.

13. EFFECTIVE DATE. This Agreement, and any amendment hereto, shall become effective upon completion of the following:

(a) Approval by each of the governing bodies of each agency represented herein;
(b) Approval by the Wyoming Attorney General;
(c) The filing of this Agreement with the keeper of records of each of the governing bodies of each agency represented herein.

14. WITHDRAWAL FROM JOINT POWERS BOARD. Upon providing one (1) year advance written notice of such intent, any participating agency may withdraw from participation in the Joint Powers Board created hereunder and from further responsibilities or benefits imposed upon or provided to such withdrawing agency hereunder. Withdrawal shall not be effective unless approved by resolution approving such withdrawal adopted by the governing bodies of both participating agencies.

THIS AMENDMENT AND RESTATEMENT MAY BE SIGNED IN SEPARATE COUNTERPARTS.

DATED AND APPROVED this ___ day of _____ , 2018.

CITY OF SHERIDAN

By:_____
Title:_____

DATED AND APPROVED this __ day of _____ , 2018.

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT

By:_____
Title:_____

DATED AND APPROVED this __ day of _____ , 2018.

In accordance with Wyo. Stat. Ann. § 16-1-105(a)(ii), this Amended and Restated Joint Powers Board Agreement ("Amendment") has been reviewed by the Attorney General of Wyoming, and the Attorney General has determined that the Amendment is compatible with the laws and the Constitution of the State of Wyoming. The approval of this Amendment by the Attorney General is limited to the terms and conditions of the Amendment itself and the approval does not extend to any individual project, nor the financing of any individual project, contemplated under the Amendment.

APPROVED this __ day of _____ , 2018.

STATE OF WYOMING

By:_____
Attorney General

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Approval of Resolution 44-18 Authorizing SEEDA to Apply for a Committed Business Grant and Loan to the Wyoming Business Council in a grant amount not to exceed $3 million and a loan amount not to exceed $3 million; for construction of a facility in the Sheridan Hi-tech Business Park - Sheridan College Planning Director Robert Briggs
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Kennon Manufacturing Facility Memo
Resolution 44-18

SHERIDAN ECONOMIC AND EDUCATIONAL DEVELOPMENT AUTHORITY

MEMO

TO: MAYOR AND CITY COUNCIL
FROM: ROBERT BRIGGS, SEEDA ADMINISTRATOR
DATE: 8/16/2018
RE: SEEDA GRANT AND LOAN APPLICATION TO THE WYOMING BUSINESS COUNCIL – KENNON HI TECH BUSINESS PARK MANUFACTURING FACILITY

Introduction

The purpose of this memo is to provide background on the proposed SEEDA application to the Wyoming Business Council Grant and Loan Program for the construction of a manufacturing facility in the Sheridan Hi Tech Park. This facility would be leased to Kennon Products, allowing for the significant expansion of their operations in Sheridan. This memo has been updated from the one provided for the Council's August 13, 2018 work session to reflect new information regarding project budget.

Background

The project will involve the construction of an up to 40,000 sq. ft. building on a portion of the remaining 9.05 acre SEEDA Lot in the Sheridan Hi-Tech Business Park. This facility would then be leased to Kennon Products under a market rate triple-net lease, allowing the company to focus on expansion of their operations and workforce to take advantage of emerging opportunities in custom manufacturing and fabrication.

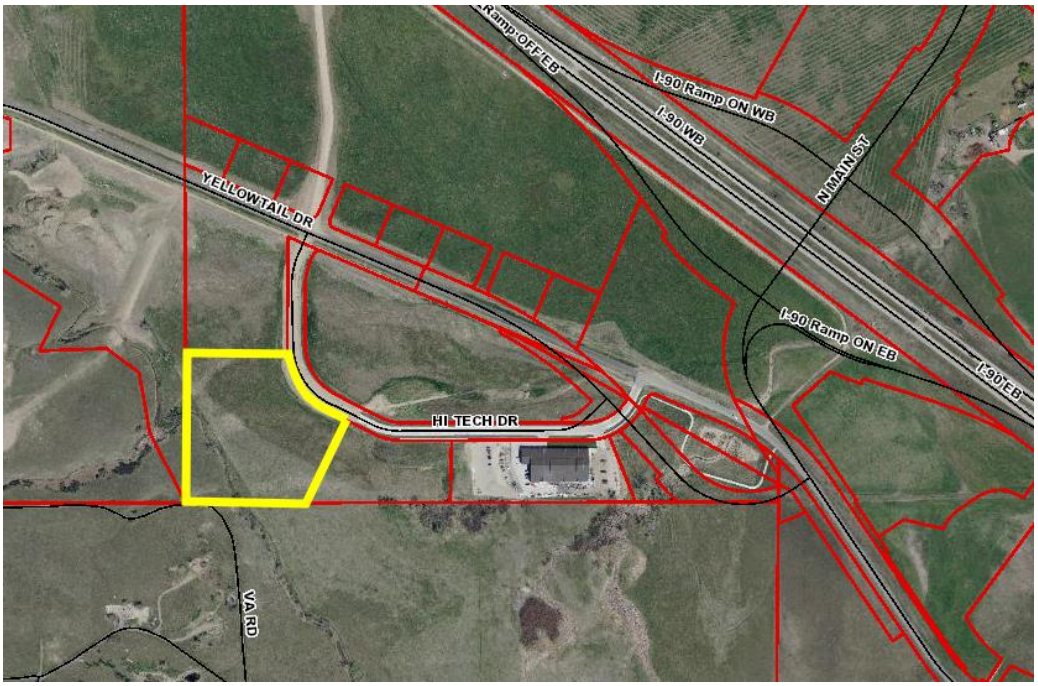


Figure 1. Project Area

1 Whitney Way
SHERIDAN, WY 82801
PHONE: (307) 675-0814

Kennon Products, Inc. is a manufacturing and engineering company whose core product lines have centered on creating protective covers for high value assets such as military aircraft. Ron Kensey founded the company in 1984, and in 1989 relocated to Sheridan from California, drawn by the community's quality of life. While Mr. Kensey remains the majority owner, Kennon offers opportunities for employees to purchase stake in the company, further strengthening its commitment to those it employs and the community.

At the end of 2017 Kennon employed about 37 people. Much of the company's business has been built using federal funding to design, develop and test new products that will be sold to various federal agencies and departments. This business model enables Kennon to be the sole supplier of these products over the product lifetime. As demand has increased, and the development of current projects mature, the number of employees continues to grow. Company leadership anticipates adding as many as 50 jobs above the 2017 number by 2024.

Kennon currently owns and occupies an 11,000 square foot building on 2071 North Main Street (see photo below). This building will not accommodate future growth, and the site will not accommodate any expansion of the present facility.

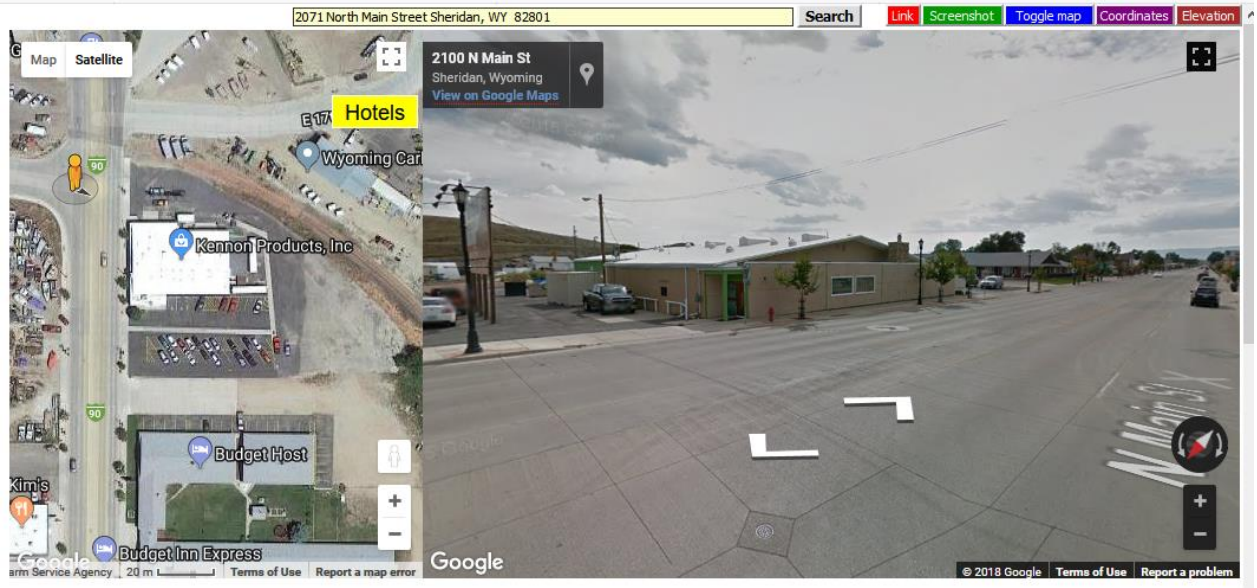


Figure 2. Present Kennon Facility

In order to maximize the local benefit of the project, and increase likelihood of funding, SEEDA is pursuing both federal and state partners in the project. The proposal is to finance the building using $2,000,000 in grant funding from the US Economic Development Authority (EDA) and $2,750,000 in grant funding (Business Committed Program) from the Wyoming Business Council. The remaining funds would be made up from loan funding from the Wyoming Business Council. Rent revenues from Kennon would be used to pay the debt obligation, and to build a maintenance reserve for the building.

The total estimated project budget and local contribution breaks down as follows:

Estimated Cost of Construction	$6,619,320
Funding Sources	
US Economic Development Authority Grant	$2,000,000
Wyoming Business Council Grant	$2,750,000
Wyoming Business Council Loan	$1,869,320
In Kind Contribution	
SEEDA Land Donation	Up to 9.05 acres

The accompanying grant resolution authorizes submitting a grant application up to the program maximums, to allow for flexibility between funding sources to aid in application competitiveness, and allow for any final updates to the project budget. It is anticipated that Kennon's lease amount will be between $5-$6 a square foot per year.

Relevance to SEEDA Goals and Mission:
SEEDA's adopted policies require that that any project undertaken by the Joint Powers Board align with the organizations goals and mission. SEEDA's revised mission statement from the Amended and Restated Joint Powers Board Agreement is that SEEDA exists as an entity, "*by which the participating agencies can collaborate on the financing and development of capital projects, workforce training, or job creation initiatives in Sheridan County, for the purposes of economic and educational development of the Sheridan Community*." Further, SEEDA's adopted Policy and Procedure Manual indicates the following metrics be used in assessing whether or not a proposed project fills its mission include:

- Job Creation
- Target Industry Recruitment or Expansion
- Asset/Investment Ready Property
- Capital Projects
- Revenue Generating
- Leveraged or matched funds

This project squarely meets all of these criteria. The project is within a target industry (Light Manufacturing), is anticipated to create additional jobs (50), develops a SEEDA asset for future lease, and is a capital project. Further it will generate revenue for SEEDA through lease payments, and would heavily leverage state and federal funds.

END OF MEMO

Attachments:
1. *Draft Resolution of Support*

RESOLUTION 44-18

A RESOLUTION OF THE SHERIDAN CITY COUNCIL AUTHORIZING SUBMISSION OF APPLICATION TO THE WYOMING BUSINESS COUNCIL UNDER THE BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM FOR A BUSINESS COMMITTED PROJECT ON BEHALF OF THE GOVERNING BODY OF THE SHERIDAN ECONOMIC AND EDUCATIONAL DEVELOPMENT AUTHORITY

FOR THE PURPOSE OF: KENNON SHERIDAN HI-TECH PARK MANUFACTURING FACILITY

WITNESSETH

WHEREAS, the Governing Body of the Sheridan Economic and Educational Development Authority (SEEDA) desires to participate in the Business Ready Community Grant and Loan Program to assist in financing this project; and

WHEREAS, the Sheridan City Council together with Governing Body of the Sheridan Economic and Educational Development Authority recognize the need for a strategically located manufacturing facility to allow for the expansion of a growing committed business in the Sheridan community, and believes this project will address those needs; and

WHEREAS, the public benefit(s) of this project will be the creation of new skilled technical and manufacturing jobs and revenue to SEEDA to use for additional economic development projects in the community, and the consideration is the creation of new technical and manufacturing jobs, construction of a 40,000 square foot manufacturing facility, private investment by the committed business; and

WHEREAS, the specific goals and measures of success of this project are:

- Development of a 40,000 square foot manufacturing facility.
- Execution of a lease with Kennon Products, Inc. (Kennon) for the facility, allowing Kennon Products to expand its manufacturing operations in Sheridan, WY.
- Occupation of the facility by Kennon and commencement of expanded operations at the new facility.
- Jobs created by Kennon between 2019 and 2023.

WHEREAS, the Business Ready Community Grant and Loan Program requires that certain criteria be met, as described in the Wyoming Business Council's Rules governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of SEEDA plans to provide cash match to this Business Ready Community Grant and Loan Program Business Committed project from the following source(s):

A cash match of $2,000,000 coming from a US EDA Grant, and up to $3,000,000 coming from a Business Ready Community Loan from the Wyoming Business Council; and

WHEREAS, the Governing Body of SEEDA plans to provide in-kind match to this Business Ready Community Grant and Loan Program Business Committed project from the following source(s):

Up to 9.05 acres of land in the Sheridan Hi-Tech Business Park; and

WHEREAS, the Governing Body of SEEDA has a comprehensive operation and maintenance plan including projected expenses and project income sources extending the life of the asset(s) and intends to enter into a triple net lease with Kennon Products; and

WHEREAS, the Governing Body of SEEDA will use the local portion of revenue recaptured from this project for the following economic development purposes:

- 25% of recaptured funds to be set aside as project funds for SEEDA initiatives for development of capital projects, workforce training, or job creation initiatives in Sheridan County; for the purposes of economic and educational development of the Sheridan Community. This includes further development of workforce related educational and training opportunities, and helping catalyze economic activity in identified target industries.

- 25% of recaptured funds to be committed toward the further development and maintenance of project ready property in the Sheridan Hi-Tech Park or other locations identified by the SEEDA Board.

- 50% to be held in reserve for other business recruitment and retention efforts identified by the SEEDA Board.

WHEREAS, In the event of any project cost overruns, Kennon Products, Inc. will provide the funding in the amount necessary to complete the project as will be stipulated in the Development and Contingency Agreement between SEEDA and Kennon Products, Inc.; and

WHEREAS, the Governing Body of SEEDA has considered other possible funding solutions for this project which included further contributions from Kennon, additional funding from SEEDA partner entities, and US EDA funds; and

WHEREAS, SEEDA is working in partnership with Kennon, Sheridan College, and the City of Sheridan; and

WHEREAS, SEEDA caused a public hearing to be held on August 15, 2018 to solicit testimony from citizens, and gave full consideration to all comments received; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN, that a Business Committed grant application in the amount up to $3,000,000 and loan application in the amount up to $3,000,000 be submitted to the Wyoming Business Council

on behalf of SEEDA for consideration of assistance in funding the Kennon Sheridan Hi-Tech Park Manufacturing Facility

BE IT FURTHER RESOLVED, that the Northern Wyoming Community College District is hereby designated as the authorized representatives of SEEDA to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS 20th day of August, 2018.

By: _____
Roger Miller, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

CERTIFICATE

I, _____, hereby certify that the foregoing Resolution was adopted by the Sheridan City Council at a public meeting held on August 20, 2018, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the minutes of the Sheridan City Council.

_____
Cecilia Good, City Clerk

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Approval of Resolution #33-18 Scotchman Subdivision Easement Vacation - Community Development Director Brian Craig
From:	Brian Craig, Community Development Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	06/21/2018

Recommendation:

Staff recommends the City Council approve Resolution #33-18, Scotchman Subdivision Easement Vacation located at 2705 Coffeen Ave.

Background:

This application for an easement vacation is a required to be considered and approved by City Council prior to the removal of the easement from the land record. The applicant wishes to construct a building to house their heating and cooling business headquarters. City Code prohibits buildings from being constructed over existing easements. Montana Dakota Utilities (MDU) used to have a steel gas line in a sixteen foot (16') easement across the property at 2705 Coffeen Avenue which is Lot 1 of Scotchman Subdivision, but that has since been abandoned by MDU per a letter dated February 27, 2018. MDU has further indicated they have no objection to this easement vacation.

Discussion:

Staff supports this request as it is an unutilized easement and MDU has provided a letter of support for the easement vacation. The City has no other interest or need to maintain the easement. This addition of a new business headquarters is an added economic development benefit to this approval

Attachments

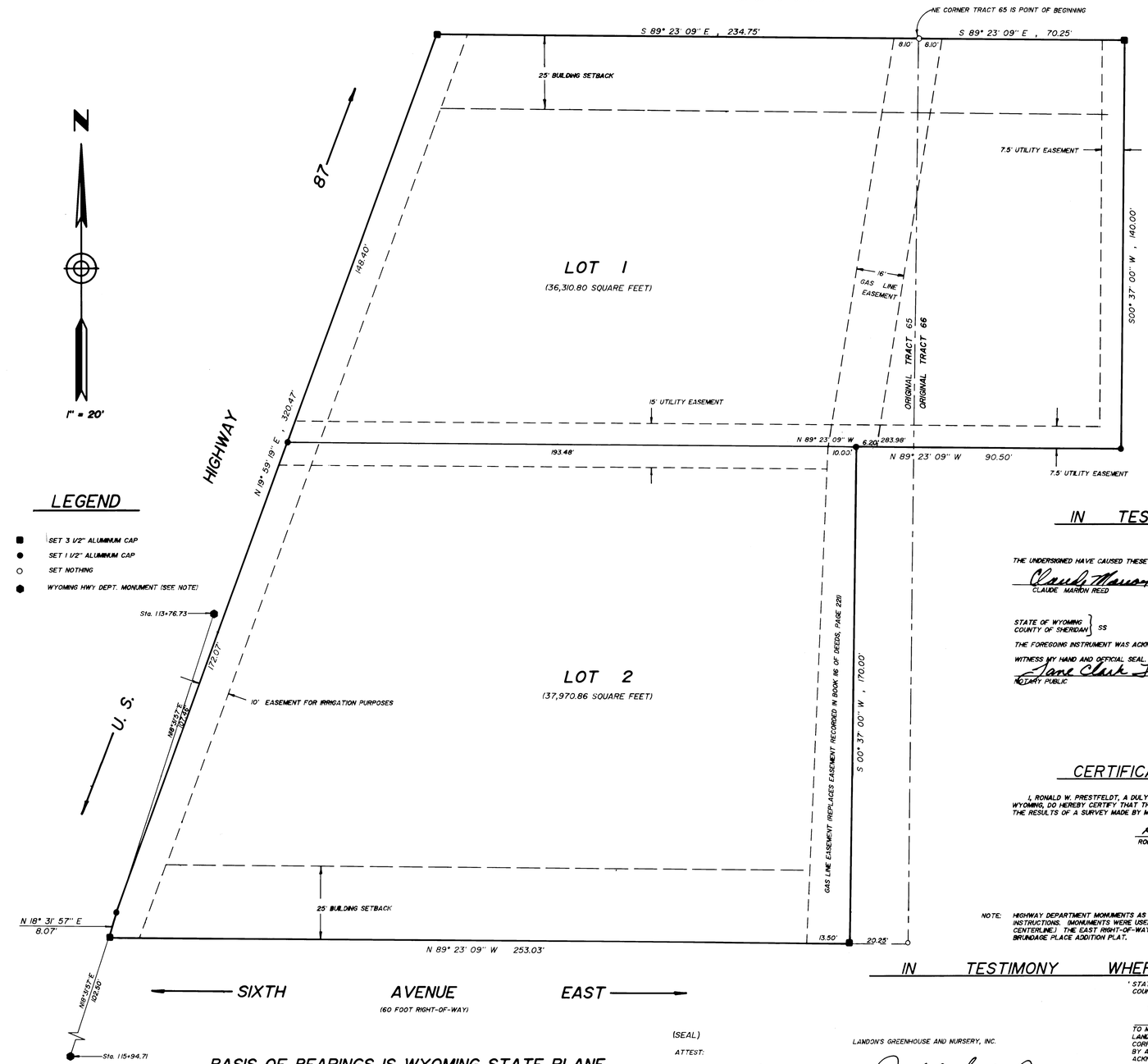
Vacation Plat

Vacation Application and MDU ltr

Resolution 33-18

SCOTCHMAN SUBDIVISION

± 74,281.66 SQUARE FEET



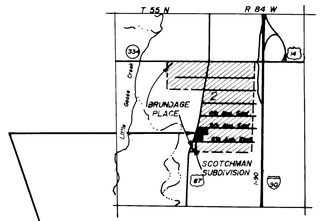
N

1" = 20'

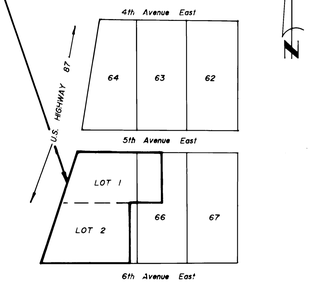
LEGEND

- ■ SET 3 1/2" ALUMINUM CAP
- ● SET 1 1/2" ALUMINUM CAP
- ○ SET NOTHING
- ⬢ WYOMING HWY DEPT. MONUMENT (SEE NOTE)

BASIS OF BEARINGS IS WYOMING STATE PLANE
(EAST CENTRAL ZONE)



VICINITY MAP
1" = 2000'



ORIGINALLY PORTIONS OF LOTS 65 AND 66 BRUNDAGE PLACE ADDITION

LOCATION MAP
1" =200'

DEDICATION

THE ABOVE OR FOREGOING SUBDIVISION OF THE FOLLOWING DESCRIBED LAND OR REAL ESTATE, TO WIT:

A PARCEL OF LAND IN TRACT 65 AND TRACT 66 OF THE BRUNDAGE PLACE ADDITION TO THE CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, LYING IN THE NE 1/4 SW 1/4, SECTION 2, T55N R84W, OF THE 6TH PRINCIPLE MERIDIAN, SHERIDAN COUNTY, WYOMING, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH RIGHT-OF-WAY OF FIFTH AVENUE EAST, SAID POINT BEING S89°23'09"E, 70.25 FEET FROM THE NORTHEAST CORNER OF SAID TRACT 65, THENCE S00°37'00"W, 140.00 FEET TO A POINT, THENCE N89°23'09"W, 90.50 FEET TO A POINT, THENCE S00°37'00"W, 170.00 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF SIXTH AVENUE EAST, THENCE ALONG SAID NORTH RIGHT-OF-WAY LINE N89°23'09"W, 253.03 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 87, THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE N19°59'19"E, 320.47 FEET TO A POINT, THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE N18°33'57"E, 8.07 FEET TO A POINT, THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE N18°33'57"E, 622.50 FEET TO A POINT ON THE SAID SOUTH RIGHT-OF-WAY LINE OF FIFTH AVENUE EAST, THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE S89°23'09"E, 234.75 FEET TO THE POINT OF BEGINNING.

THE UNDERSIGNED PROPRIETOR OF THE ABOVE DESCRIBED TRACT OF LAND HAS CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER SHOWN ON THE ACCOMPANYING PLAT WHICH SUBDIVISION SHALL BE KNOWN AS "SCOTCHMAN SUBDIVISION". SAID PLAT IS PROPOSED AND OFFERED WITH FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS, AND THE UNDERSIGNED OWNERS AND PROPRIETORS DO HEREBY RELEASE AND WAIVE ALL RIGHTS, UNDER AND BY VIRTUE OF THE HOMESTEAD EXCEPTION LAWS OF THE STATE OF WYOMING.

AN EASEMENT IS HEREBY DEDICATED FOR PUBLIC USE, THE LOCATION AND WIDTH RIGHT-OF-WAY OF WHICH IS SHOWN IN DOTTED LINE ON THE ACCOMPANYING PLAT, AND SAID EASEMENTS MAY BE EMPLOYED IN PERPETUITY AS A COVENANT RUNNING WITH THE LAND FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWERS, WATERLINES, GAS LINES, ELECTRIC LIGHT LINES AND POLES, TELEPHONE LINES AND POLES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER BEING GENERALLY UTILIZED BY THE PUBLIC. A TWELVE (12) FOOT TEMPORARY CONSTRUCTION EASEMENT IS ALSO PROVIDED ON EACH SIDE OF THE AFOREMENTIONED EASEMENT FOR THE INITIAL CONSTRUCTION OF WATER AND SEWER LINES AND OTHER UTILITIES.

STREETS SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO PUBLIC USE ARE HEREBY SO DEDICATED.

BUILDING LINES OR SETBACK LINES ARE HEREBY ESTABLISHED AS SHOWN ON THE ACCOMPANYING PLAT AND NO BUILDING OR PORTION THEREOF SHALL BE BUILT OR CONSTRUCTED BETWEEN THIS LINE AND THE STREET LINE.

IN TESTIMONY WHEREOF:

THE UNDERSIGNED HAVE CAUSED THESE PRESENTS TO BE SIGNED THIS 25 DAY OF February, 19 87

Claude Marion Reed — CLAUDE MARION REED
Joyce Annette Reed — JOYCE ANNETTE REED

STATE OF WYOMING } SS
COUNTY OF SHERIDAN }

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS 25th DAY OF Feb., 19 87.

WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES May 2, 1990

Jane Clark Thyson
NOTARY PUBLIC

CERTIFICATE OF SURVEYOR

I, RONALD W. PRESTFELDT, A DULY REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY CERTIFY THAT THIS PLAT TRULY AND CORRECTLY REPRESENTS THE RESULTS OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION.

Ronald W. Prestfeldt
RONALD W. PRESTFELDT WY L.S. 2615

NOTE: HIGHWAY DEPARTMENT MONUMENTS AS SHOWN WERE NOT ACCEPTED PER THE DEPARTMENT'S INSTRUCTIONS. (MONUMENTS WERE USED FOR CONSTRUCTION PURPOSES AND LOCATION OF CENTERLINE.) THE EAST RIGHT-OF-WAY LINE OF U.S. 87 WAS ESTABLISHED FROM THE BRUNDAGE PLACE ADDITION PLAT.

IN TESTIMONY WHEREOF:

(SEAL)

ATTEST:
Kathryn Landon
KATHRYN L. LANDON SECRETARY

LANDON'S GREENHOUSE AND NURSERY, INC.

BY Jack D. Landon, Jr.
JACK D. LANDON JR. PRESIDENT

STATE OF WYOMING } SS.
COUNTY OF SHERIDAN }

ON THIS 9th DAY OF April, 1987, BEFORE ME PERSONALLY APPEARED KATHRYN LANDON / JACK D. LANDON, JR. TO ME PERSONALLY KNOWN, WHO, BEING BY ME DULY SWORN, DID SAY THAT HE IS THE PRESIDENT OF LANDONS GREENHOUSE AND NURSERY, INC. AND THAT THE SEAL AFFIXED TO SAID INSTRUMENT IS THE CORPORATION, AND THAT SAID INSTRUMENT WAS SIGNED AND SEALED ON BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS AND SAID KATHRYN LANDON / JACK D. LANDON, JR. ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

GIVEN UNDER MY HAND AND NOTORIAL SEAL THIS 9th DAY OF April, 1987.

Tanya Smith
NOTARY PUBLIC

MY COMMISSION EXPIRES ON THE 6th DAY OF MARCH, A.D. 1991

TANYA SMITH — NOTARY PUBLIC — STATE OF WYOMING — COUNTY OF SHERIDAN — MY COMMISSION EXPIRES MARCH 6, 1991

CERTIFICATES OF APPROVAL

THE SHERIDAN PLANNING AND ZONING COMMISSION HEREWITH RECOMENDS THE APPROVAL OF THE FOREGOING PLAT THIS 24th DAY OF FEBRUARY, 1987.
ATTEST:

Craig H. Beck — CHAIRMAN
Mary Dennis Marthaler — SECRETARY

THE FOREGOING PLAT IS HEREBY APPROVED FOR FILING BY THE UNDERSIGNED MAYOR AND CITY CLERK IN AND FOR THE CITY OF SHERIDAN, COUNTY OF SHERIDAN, STATE OF WYOMING, ON THIS 16th DAY OF March, 1987.
ATTEST:

Mike A. Hatch — MAYOR
David D. Oedekoven — CITY CLERK

CERTIFICATE OF RECORDER

STATE OF WYOMING } SS
COUNTY OF SHERIDAN }

I HEREBY CERTIFY THAT THE ABOVE PLAT WAS FILED FOR RECORD IN MY OFFICE AT 2:30 P.M.
O'CLOCK ON April 20, 1987 AND FILED IN DRAWER 5,
PLAT NUMBER 89.
INSTRUMENT No. 981864
FEE 50.25

Ronald L. Dailey — COUNTY CLERK
DEPUTY COUNTY CLERK

PREPARED BY PRESTFELDT SURVEYING
P.O. Box 3082
Sheridan, WY. 82801
2/87

.83

Planning Department
P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan WYOMING

Phone: 307.675.4226
Fax: 307.674-2195
Sheridanwy.net

VACATION OF RIGHT OF WAY

OR PUBLIC EASEMENT APPLICATION

APPLICANT INFORMATION

Property Owner: Babione Creek, LLC	Agent:
Address: 215 1st W Parkway	Address:
City/State/Zip: Sheridan WY 82801	City/State/Zip:
Phone: Bob Gates 751 4513	Phone:
Fax: 672 8378	Fax:
Email: bobgates1958@gmail.com	Email:
Surveyor:	Engineer:
Address:	Address:
City/State/Zip:	City/State/Zip:
Phone:	Phone:
Fax:	Fax:
Email:	Email:

* If necessary, Please attach separate sheet for additional owners. Unless otherwise specified all written correspondence will be sent to the listed agent. If no agent is specified, all correspondence will be sent to the property owner.

PROPERTY INFORMATION

Address or Property Location: 2705 Coffeen Ave

Subdivision Name(s): Scotchman Subdivision

Lot(s): 1 Block(s):

Type of Vacation: ☐ Right of Way ☐ Public Easement ☑ MDU gas line easement

ROW/Easement Established Via: ☑ Subdivision Plat ? ☐ Other Legal Instrument

Sheridan County ROW/Easement Recording Information:

Date Recorded:_____ Book/Drawer:_____ Page/Plat No._____

Brief Description of proposed vacation area (include type of easement and allowed uses if applicable): 16' gas line easement. See copy of plat for location.

Approximate Size of Vacated Area (to nearest sq. ft.): 2240 sq'

Reason for vacation request (attach additional pages if necessary): MDU has no use for the easement and we plan to build on top of the easement. See Feb 27, 2018 letter from MDU where they have no objections of vacating the easement.

SIGNATURE

I hereby certify that the information in this application is true and correct. I have read this application and understand that other review processes and fees may be required prior to applying for and receiving Building Permits and/or final plat approval. I hereby authorize the listed agent to act on my behalf throughout the City review and approval process for this application and supporting documents. I understand that all communication regarding this application and supporting documents will be transmitted to my listed agent, unless I specify differently in writing.

RWG — 6-12-18
(Signature of Property Owner) (Date)
Robert W Gates

_____ _____
(Signature of Property Owner) (Date)

_____ _____
(Signature of Property Owner) (Date)

_____ _____
(Signature of Property Owner) (Date)

* Applications for vacation requests must be accompanied by an executed petition for vacation.

MONTANA-DAKOTA
UTILITIES CO.
A Division of MDU Resources Group, Inc.

2/27/18

Sue Goodman
City of Sheridan
55 Grinnell Plaza
Sheridan, WY 82801

Subject: Vacation of 16 foot Gas Line Easement on Lot 1 of Scotchman Subdivision.

I have reviewed your request to vacate a 16' wide Gas Line Easement across Lot 1 of the Scotchman Subdivision as shown on the 4/29/1987 Plat, recorded in file drawer S, Plat number 83 in the Sheridan County Clerks Office. MDU has no objections to this easement vacation. MDU has abandoned the steel gas line that use to occupy this easement.

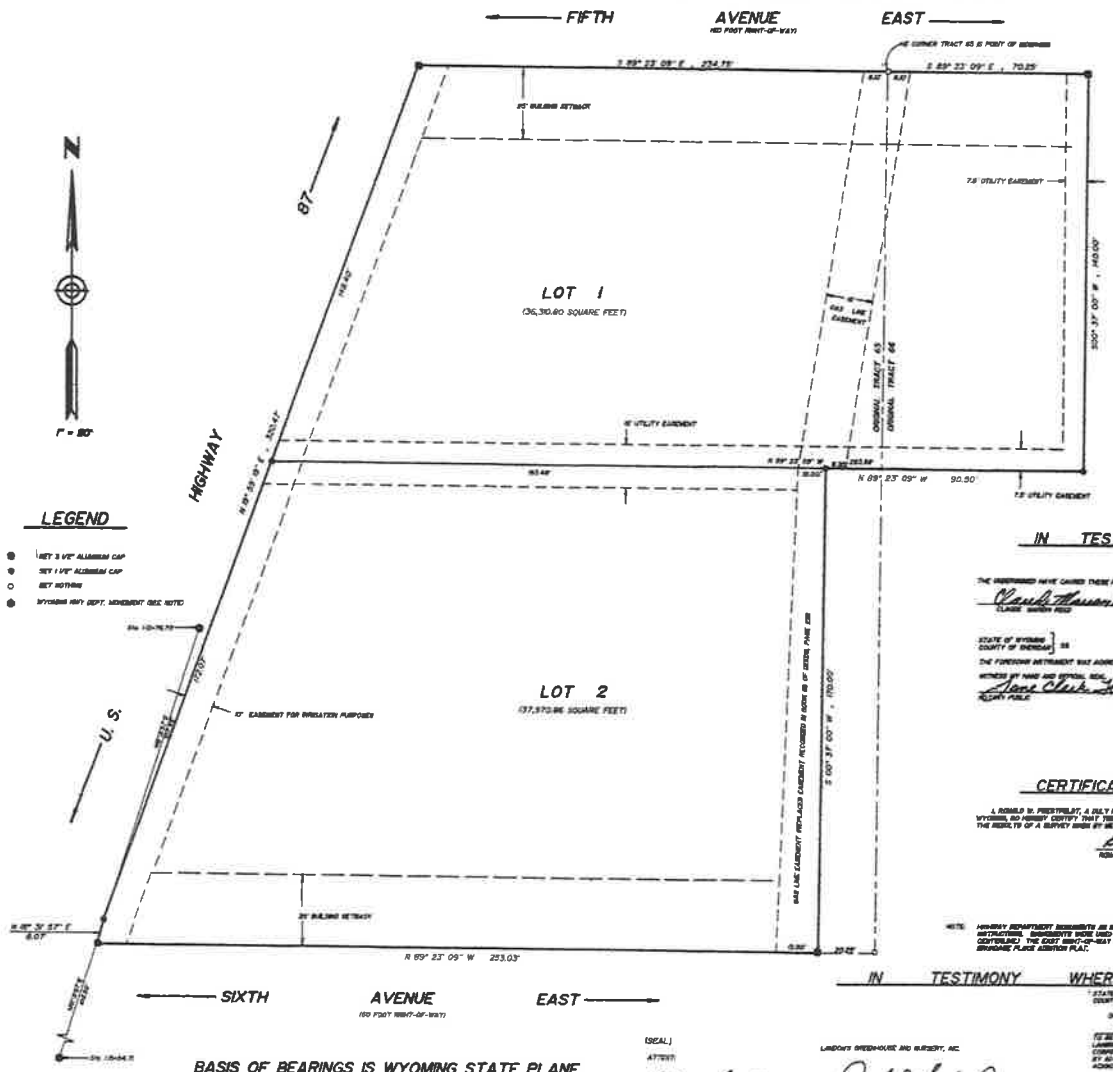
Sincerely,

Jim Sorenson
Electric Superintendent
Rocky Mtn Region
307-673-3141
jim.sorenson@MDU.com

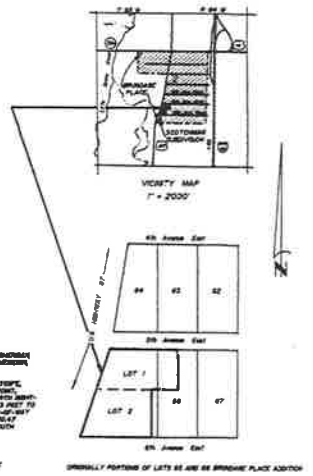
cc: file
Carson Steinhorst

SCOTCHMAN SUBDIVISION

± 74,281.66 SQUARE FEET



BASIS OF BEARINGS IS WYOMING STATE PLANE
EAST CENTRAL ZONE



DEDICATION

THE ABOVE AND FOREGOING SUBDIVISION OF THE FOLLOWING DESCRIBED LAND OR REAL ESTATE, TO WIT:

A PARCEL OF LAND BEING TRACT 65 AND TRACT 66 OF THE BRISBANE PLACE ADDITION TO THE CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, LYING IN THE SE 1/4 SW 1/4, SECTION 2, T56S R84W, OF THE 6TH PRINCIPLE MERIDIAN, SHERIDAN COUNTY, WYOMING, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH RIGHT-OF-WAY OF FIFTH AVENUE EAST, SAID POINT BEING SOUTH 70.25 FEET FROM THE NORTHEAST CORNER OF SAID TRACT 65, THENCE SOUTH 90 FEET TO A POINT; THENCE WESTERLY, 253.53 FEET TO A POINT; THENCE SOUTH 170.00 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF SOUTH AVENUE EAST; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE WESTERLY, 253.03 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 87; THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE NORTHERLY, 323.47 FEET TO A POINT; THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE NORTHERLY, 360.41 FEET TO A POINT ON THE SAID SOUTH RIGHT-OF-WAY LINE OF FIFTH AVENUE EAST; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE EASTERLY, 274.75 FEET TO THE POINT OF BEGINNING.

THE UNDERSIGNED PROPRIETOR OF THE ABOVE DESCRIBED TRACT OF LAND HAS CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER SHOWN ON THE ACCOMPANYING PLAT WHICH SUBDIVISION SHALL BE KNOWN AS "SCOTCHMAN SUBDIVISION". SAID PLAT IS PREPARED AND OFFERED WITH FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS, AND THE UNDERSIGNED OWNERS AND PROPRIETORS DO HEREBY DEDICATE AND WAIVE ALL RIGHTS, UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING.

AN EASEMENT IS HEREBY DEDICATED FOR PUBLIC USE, THE LOCATION AND WIDTH RIGHT-OF-WAY OF WHICH IS SHOWN BY DOTTED LINE ON THE ACCOMPANYING PLAT, AND SAID EASEMENT MAY BE EXPLOITED IN PERPETUITY AS A CONVENIENT ROADWAY WITH THE LAND LYING THEREUNDER, OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWERS, WATERLINES, GAS LINES, ELECTRIC LIGHT LINES AND POLES, TELEPHONE LINES AND POLES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES AND AS INCIDENTAL RIGHTS INCIDENTALLY UTILIZED BY THE PUBLIC. A TWELVE (12) FOOT TEMPORARY CONSTRUCTION EASEMENT IS ALSO PROVIDED ON EACH SIDE OF THE AFOREDESCRIBED EASEMENT FOR THE INITIAL INSTALLATION OF WATER AND SEWER LINES AND OTHER UTILITIES.

STREETS SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO PUBLIC USE ARE HEREBY SO DEDICATED.

BUILDING LINES OR SETBACK LINES ARE HEREBY ESTABLISHED AS SHOWN ON THE ACCOMPANYING PLAT AND NO BUILDING OR PORTION THEREOF SHALL BE BUILT OR CONSTRUCTED BETWEEN THIS LINE AND THE STREET LINE.

IN TESTIMONY WHEREOF:

THE UNDERSIGNED HAVE CAUSED THESE PRESENTS TO BE SIGNED THIS 25 DAY OF February, A.D. 87

Ronald W. Prestfeldt
CLAIRE WARREN REED

Joyce Lynnette Reed
JOYCE ANNETTE REED

STATE OF WYOMING } SS
COUNTY OF SHERIDAN }

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS 25 DAY OF Feb., A.D. 87

WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES May 2, 1990

Jane Clark Logan
NOTARY PUBLIC

CERTIFICATES OF APPROVAL

THE SHERIDAN PLANNING AND ZONING COMMISSION HEREWITH RECOMMENDS THE APPROVAL OF THE FOREGOING PLAT THIS 22nd DAY OF February, A.D. 87

ATTEST:

Craig H. Beck
CHAIRMAN

Mary Lou Thomas-Mortensen
SECRETARY

THE FOREGOING PLAT IS HEREBY APPROVED FOR FILING BY THE UNDERSIGNED MAYOR AND CITY CLERK IN AND FOR THE CITY OF SHERIDAN, COUNTY OF SHERIDAN, STATE OF WYOMING, ON THIS 28th DAY OF April, A.D. 87

ATTEST:

Mike A. Apicella
MAYOR

David D. Oedekoven
CITY CLERK

CERTIFICATE OF SURVEYOR

I, RONALD W. PRESTFELDT, A DULY REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY CERTIFY THAT THIS PLAT TRULY AND CORRECTLY REPRESENTS THE RESULTS OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION.

Ronald W. Prestfeldt
RONALD W. PRESTFELDT PLS L.S. 2286

NOTE: HIGHWAY DEPARTMENT MONUMENTS AS SHOWN WERE NOT ACCEPTED PER THE DEPARTMENT'S INSTRUCTIONS. MONUMENTS WERE USED FOR CONSTRUCTION PURPOSES AND LOCATION OF CENTERLINE. THE EAST RIGHT-OF-WAY LINE OF U.S. 87 WAS ESTABLISHED FROM THE BRISBANE PLACE ADDITION PLAT.

CERTIFICATE OF RECORDER

STATE OF WYOMING } SS
COUNTY OF SHERIDAN }

I HEREBY CERTIFY THAT THE ABOVE PLAT WAS FILED FOR RECORD IN MY OFFICE AT 2:30 P.M.
ON DECK ON April 28, A.D. 87 AND FILED IN CABINET 3,
PLAT NUMBER 25.

INSTRUMENT # 171542

FEE $9.45

Ronald D. Oedekoven
DEPUTY COUNTY CLERK

IN TESTIMONY WHEREOF:

STATE OF WYOMING } SS
COUNTY OF SHERIDAN }

ON THIS 9th DAY OF April, A.D. 87, BEFORE ME PERSONALLY APPEARED KATHRYN LANDON and JACK D. LANDON, JR.

TO BE PERSONALLY KNOWN, WHO, BEING BY ME DULY SWORN, DO SAY THAT HE IS THE PRESIDENT OF LANDON'S GREENHOUSE AND NURSERY, INC. AND THAT THE SEAL AFFIXED TO SAID INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION, AND THAT SAID INSTRUMENT WAS SIGNED AND SEALED ON BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS AND SAID KATHRYN LANDON and JACK D. LANDON, JR. ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

(SEAL)
ATTEST:
Kathryn Landon
SECRETARY

LANDON'S GREENHOUSE AND NURSERY, INC.
BY Jack D. Landon, Jr.
JACK D. LANDON, JR. PRESIDENT

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 9th DAY OF April, A.D. 87

Tonya Reynolds
NOTARY PUBLIC

MY COMMISSION EXPIRES ON THE 6th DAY OF MARCH, A.D. 91

PREPARED BY PRESTFELDT SURVEYING
P.O. Box 3082
Sheridan, WY. 82801
2/87

.83

CITY OF SHERIDAN
RESOLUTION 33-18

A RESOLUTION approving PL 18-24, a resolution vacating a sixteen foot (16') utility easement located on Lot 1 of the Scotchman Subdivision, City of Sheridan, Sheridan County, Wyoming shown on the attached Exhibit A.

WHEREAS, this request for an easement vacation meets the requirements of Sheridan City Code §205; and

Now, therefore, be it resolved by the City Council of the City of Sheridan:

That the sixteen foot (16') utility easement located on Lot 1 of the Scotchman Subdivision, City of Sheridan, Sheridan County, Wyoming shown on the attached Exhibit A, is hereby vacated.

PASSED, APPROVED, AND ADOPTED this 20th day of August 2018.

_____
Roger Miller, Mayor

Attest:

_____
Cecilia Good, City Clerk