AGENDA
CITY OF SHERIDAN
APRIL 1, 2019
REGULAR COUNCIL MEETING START 7:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Invocation to be given by Scott Lee with Bethesda Worship Center.

4. Roll Call of Members

5. Approval of the Agenda

6. Consent Agenda

   A. Confirmation of the Mayor's Appointment of Carrie Rogaczewski & Peter Veinbergs to the City Tree Board

   B. Confirmation of the Mayor's Appointment of Rachel Anderson to the Sheridan Public Arts Committee (SPAC)

   C. Minutes of Special Council Meeting March 18th 2019

   D. Minutes of Regular Council Meeting March 18th 2019.

   E. Claims

7. Community Update

   A. Sheridan County Juvenile Justice Center - Office Administrator Dan Lindly

OLD BUSINESS

8. Consideration of the Second Reading of Ordinance #2199 Amending Ordinance #2184 on Wireless Communication Facilities - Utilities Director Dan Roberts

NEW BUSINESS

9. Consideration of Memorandum of Understanding Between City of Sheridan and SCSD2 for the Hill Slide Stabilization Project - Public Works Director Lane Thompson

10. Consideration of the Award of the 2019 Concrete Replacement Project to Custom Concrete LLC - Public Works Director Lane Thompson

11. Consideration of the Award of the 2019 Pavement Maintenance Project-Rotomill and Overlay to Simon Contractors - Public Works Director Lane Thompson

12. Consideration of Resolution #14-19 Approving FY19 Budget Revision #2 - City Treasurer Karen Burtis

13. Council Comments and Requests for Future Agenda Items

14. Comments from the Public

15. Executive Session per Wyoming State Statute 16-4-405, To Consider Accepting or Tendering Offers Concerning Wages, Salaries, Benefits and Terms of Employment During All Negotiations.

16. Adjournment

CITY OF SHERIDAN, WYOMING

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

Executive

MEMORANDUM

Project Name:	Confirmation of the Mayor's Appointment of Carrie Rogaczewski & Peter Veinbergs to the City Tree Board
From:	
To:	Mayor and Council
CC:	Mayor and Council
Date:	03/15/2019

Attachments

Carrie Rogaczewski Tree Board Appt

Peter Veinbergs Tree Board appt

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

Ph. (307) 674-6843
Phone: 307.675.4202
Fax: (307) 674-2192
Fax: 307.675.4270
www.sheridanwy.net
www.Sheridanwy.net

DATE: March 11, 2019

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Carrie Rogaczewski to the City Tree Board

Fellow Council Members:

I hereby recommend the appointment of Carrie Rogaczewski to the City Tree Board for a 3-year term expiring 3/11/21.

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

Ph. (307) 674-6843
Fax: (307) 674-2192
www.sheridanwy.net

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: March 11, 2019

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Peter Veinbergs to the City Tree Board

Fellow Council Members:

I hereby recommend the appointment of Peter Veinbergs to the City Tree Board for a 3-year term expiring 3/11/21.

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:	Confirmation of the Mayor's Appointment of Rachel Anderson to the Sheridan Public Arts Committee (SPAC)
From:	
To:	Mayor and Council
CC:	City Administrator Mark Collins
Date:	03/19/2019

Attachments

Appointment to Public Arts Committee

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

Ph. (307) 674-6843
Fax: (307) 674-2192
www.sheridanwy.net

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: February 26, 2019

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Rachel Anderson to the Sheridan Public Arts Committee

Fellow Council Members:

I hereby recommend the appointment of Rachel Anderson to the Sheridan Public Arts Committee for a 3-year term expiring 3/4/21.

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 Special Council Meeting March 18th 2019
From:	
To:	Mayor and Council
CC:	City Administrator Mark Collins
Date:	03/20/2019

Attachments

Special Council Meeting Minutes 03-18-19

CITY OF SHERIDAN, WYOMING
MINUTES OF SPECIAL COUNCIL MEETING

COUNCIL CHAMBERS **6:00 P.M.** **March 18th, 2019**

1. Mayor Roger Miller called the meeting to order at 6:00 P.M.

2. The Pledge of Allegiance to the Flag was led by Council President Clint Beaver.

3. Council Attendance: Council President Clint Beaver, Vice President Thayer Shafer, Councilor Patrick Henderson, Councilor Richard Bridger and Councilor Jacob Martin with Mayor Roger Miller and Councilor Aaron Linden absent. Others in Attendance: IAFF President Andy Fried, IAFF member Mark Galloway, City Attorney Brendon Kerns, City Administrator Mark Collins, City Clerk Cecilia Good, Human Resources Director Heather Doke, and Fire Chief Gary Harnish.

4. IAFF Local #276 President Andy Fried asked if there were any updates to the language in the City's proposal. City Administrator Collins stated that there are no changes to the City's proposal that was provided to IAFF Local #276 last week. IAFF President Fried explained the Firefighter organizational chart and training requirements to meet different levels within the structure. IAFF President Fried then read the Firefighter's proposal #4 for Council. The group discussed the information provided by the Condrey Study. IAFF Local #276 is proposing acceptance of the plan that the City provided last week. In addition to the City's proposal, they would like to increase the starting salary for Firefighters to a higher step on the wage scale established by Condrey. With the City's proposal to increase the market adjustment, the starting salary would be 5.3% behind state average. A Firefighter starts at "A" on the scale. IAFF Local #276 proposes that new hires start at "F" on the wage scale. Further discussion ensued regarding the proposal. Councilman Henderson asked for the cost of the changes presented. Mark Galloway stated that the additional cost of the changes would be $2,800 for the increase to new hire starting salaries. IAFF Local #276 would like to be competitive for salaries compared to state averages. Councilman Henderson requested the total cost for salary increases for all of staff with one year, three year, five year and ten year projections. IAFF Local #276 President Fried stated that the goal of the increase to new hire starting salaries is to attract qualified employees. For the last testing process for an open Firefighter position, sixteen individuals tested with six progressing to the approved list. Two of those were six were already hired. City Administrator Collins asked if the proposal would be applied retroactively to the two new hires. IAFF Local #276 President Fried would request that the new employees would start on level "F" of the salary scale.

IAFF Local #276 President Fried presented salary comparisons for other organizations. With the study that IAFF Local #276 conducted on salaries, Sheridan is 10.3% behind state average and 10.6% behind the average based on the Condrey Study. IAFF Local #276 proposes a 1.3% increase above the State average within the Condrey Study in order to stay competitive.

City Administrator Collins mentioned that an extension on the negotiation time frame may be necessary. The meeting originally planned for March 25th at 4:30 pm will be cancelled due to missing three members of Council. IAFF Local #276 President Fried presented a drafted letter extending negotiations past 30 days to Council. City Administrator Collins stated that staff will identify an end date for negotiations to suggest to Council, and draft a reply to Local #276.

Mark Galloway reiterated that IAFF Local #276 likes the offer from the City, but wants to make the change to the new hire salary so that the beginning step is "F".

5. Councilor Shafer moved, seconded by Councilor Martin, to adjourn the meeting at 6:48 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

Clerk

MEMORANDUM

Project Name:	Minutes of Regular Council Meeting March 18th 2019.
From:	
To:	Mayor and Council
CC:	City Administrator Mark Collins
Date:	03/20/2019

Attachments

03-18-19 Regular Council Meeting Minutes

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **March 18th, 2019**

1. Mayor Roger Miller called the meeting to order at 7:02 P.M.

2. The Pledge of Allegiance to the Flag was led by Council President Clint Beaver.

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

4. The meeting was called to order with a quorum as follows: Council President Clint Beaver presiding with Council Vice President Thayer Shafer, Councilor Jacob Martin, Councilor Patrick Henderson and Councilor Richard Bridger. Councilor Aaron Linden and Mayor Roger Miller were absent. Members of staff present included City Administrator Mark Collins, City Treasurer Karen Burtis, Police Chief Richard Adriaens, City Clerk Cecilia Good, Public Works Director Lane Thompson, Fire and Rescue Chief Gary Harnish, Community Development Director Brian Craig and various other City staff.

5. Councilor Henderson moved, seconded by Councilor Bridger, to approve an amended agenda with the removal of item #16. Council approved the motion for the agenda: voice vote; unanimous.

6. Public Hearings

A. Council President Clint Beaver opened a Public Hearing at 7:08 PM for the First Reading of Ordinance #2199 - Amending Ordinance #2184 on Wireless Communications Facilities. Utilities Director Dan Roberts presented an update to Council. The Public Hearing was closed at 7:09 PM.

i. Councilor Shafer moved, seconded by Councilor Martin, for the First Reading of Ordinance #2199 - Amending Ordinance #2184 on Wireless Communications Facilities. Council approved the motion: roll call vote: unanimous.

7. Council President Clint Beaver then read aloud the consent items:

A. Minutes of Special Council Meeting March 4th 2019

B. Minutes of Regular Council Meeting March 4th 2019

C. Minutes of Special Council Meeting March 11th 2019

D. Claims

Claims 03-19-19

Vendor Name	Description	Total
ABC Signs & Specialties	name plates for BOA and Planning Commission	115.50
Ace Hardware-Newkirk	Misc. supplies, hardware, totes, tubing, valves	270.48
ACRO, Inc.	City Hall Security Systems Module Troubleshoot	1,893.05
ACT Communications	Telephone and Internet	203.42
Advocacy & Resource Center	3rd Quarter Payment - FY19 One Cent Funding	1,666.00
ALICE Training Institute LLC	Annual Contract for ALICE Training	2,050.00
AlphaGraphics of Wyoming	Road Trip Itineraries Brochures/Social Media-Feb 2019	1,495.50
American Maid	Cleaning February 2019	4,100.00
American Welding & Gas, Inc.	contact tip/cutter replacement	49.51
aRes Travel Inc.	aRes Travel Booking Engine	6,000.00
Arete Design Group	SPD Remodel & CA for Final Comp Cert	130.00
Ashley Garcia	WAM in Cheyenne mileage reimbursement - Ashley	370.24
Axis Forensic Toxicology, Inc	Lab Results - 19P000930	320.00
B&B Leasing Company	Lease payments	431.39
Billings Gazette	Sheridan Winter Rodeo Advertising	1,084.00
Bloedorn Lumber	shelving hardware - sign shop - Signs	110.72

Brian James Golf Professional LLC	Quarterly 2nd Operating Payment Kendrick Golf Course	96,920.16
Brian's Boot & Shoe	work boots -PW director	140.00
Carquest Auto Parts	Parts and Supplies	1,249.73
Cascadia Partners, LLC	code audit expenses	5,387.24
CDG Engineers, Inc.	Sheridan Hillslides Project- Engineering Services	8,495.17
CH Diagnostics and Consulting	Crypto and Giardia Analysis 2/12/2019	535.00
Charter Communications, Inc.	Monthly Fee	14.83
Child Development Center	3rd Quarter Payment - FY19 One Cent Funding	1,666.00
Circle S Sanitation	Empty dumpster at BGWTP 2/14/2019	80.00
Clear Edge Filtration, Inc.	replacement belts for belt press	1,708.85
Compass - Center for Families	3rd Quarter Payment - FY19 One Cent Funding	1,666.00
Comtronix	Alarm Monitoring for City Hall Fire Alarm	105.00
Connie's Glass, Inc.	Adjust paddle on east door and repair panic door r	1,481.00
Cosner Construction Company	building permit refund job was in the county	840.00
Crescent Electric	Switch contact, fittings, wire connectors, ferrule	332.59
Croell Redi-Mix Inc.	Concrete for leak repair- S Main	3,120.00
Current Electric LLC	Big horn booster repair, UM shop heat repair	726.25
Dana Kepner Company	Leak repair clamps/Leopard St Waterline Replacement	3,900.00
Desert Mountain Corporation	32.67 tons ice slicer - SR	5,177.82
D-H Technologies, LLC	Telephone programming	150.00
Discover Mediaworks, Inc	Boondock Nation Television Episode	6,250.00
Dog and Cat Shelter	3rd Quarter Payment - FY19 One Cent Funding	17,750.00
Dowl	Sheridan N End Water & Sewer/Misc Projects	23,695.85
Downtown Sheridan Assoc	3rd Quarter Payment - FY19 One Cent Funding	6,666.00
DPC Industries, Inc.	Demurrage/rental fee- 1 tank chlorine	50.00
Dustbusters Inc	Ice Kicker - 33.8 tons - SR	4,140.50
EMH Pro Cleaning	February Janitorial Services	1,450.00
Employ, LLC	Temporary Labor - Recycling	8,274.31
Employers Council	Employment Posters	39.98
Energy Laboratories, Inc	TOC Analysis 2/11/2019, WO#C19020338	160.00
Enforcement Technology Group Inc.	Direct Link Bridge Series crisis throw phone	23,499.95
Farmers Co-op Oil Co.	Fuel	15,902.77
Fastenal Industrial Supplies	Supplies	2,206.09
Flood Marketing, LLC	Video Recording Services - February 2019	1,500.00
Forward Sheridan, Inc	3rd Quarter Payment - FY19 One Cent Funding	4,443.00
Frog Creek Partners, LLC	Monitoring & Maintenance of Gutter Bins for DEQ Grant	5,013.34
Galls, LLC	Uniform shirts	479.30
Government Finance Officers Association	Renew Member #300170049-Brett L Caiola	190.00
Habitat for Humanity	3rd Quarter Payment - FY19 One Cent Funding	2,223.00
Harris Computer Systems	Advantage11 to 12-Server Install	813.00
Hawkins Inc	Fluoride: 330 gal/vacuum regulators/sodium hexametaphosphate	9,228.82
Heartland Kubota, LLC	bent snow plow repair - Unit 4.27- Weed & Pest	2,277.44
Heather Doke	SHRM Seminar Registration	125.00
Hercules Industries, Inc.	Air Filters for HVAC System for station G. Luhman	1,230.72
Inter-Mountain Laboratories Inc	TTHM/HAA5s, Bacteria's, and E. Coli, Jan/Feb 2019	2,650.00
Jack's Truck & Equipment	window regulator and seat	775.80
Jeffrey Curtis Campbell	Announcer for Winter Rodeo	175.00
John Deere Financial #1111308145	Supplies	454.24
KCR Enterprises LLC	truck anchor pin bushing drive - shop	88.79
Kerns Law Office, LLC	Legal Services for Feb 2019	15,498.75
Kilpatrick Creations Inc.	Parks adding logos to jackets	742.85
Kinnaird Law Office, PC	Professional Services - Prosecution, Read file, Case Plan	150.00
Knecht Home Center	Rollers for garage door, shipping	61.03
LJS Concrete & Excavating LLC	WDT Reconstruction Project- #4725	78,081.91
Manville Claims-Sheridan	Insurance Adjustor Investigation of Sewer Claim	878.00
MAP, LLC	Contractual Services	2,174.63
Matt Burtis	Reimbursement for Level II WTP Operator Exam	98.00
McGree Insurance Inc.	Insurance for Winter Rodeo Event	719.05
Napa Auto Parts	flasher, fuel station pump filter, coupler, screws	468.00
NENA-National Emergency Number Association	Shassetz 2019 membership dues	142.00
Newman Traffic Signs	Sign for Convenience Center at Landfill	271.10
Norco, Inc	Supplies	315.22

North Main Association	3rd Quarter Payment - FY19 One Cent Funding	11,111.00
Northern Wyoming Community College	SEEDA Administrator Contribution - January 2019	3,173.19
Northern Wyoming Mental Health Center, Inc	3rd Quarter Payment - FY19 One Cent Funding	1,111.00
Office Shop Inc	Canon_IRAC350P Contract Period 2/1-2/28/19	112.00
Office Shop Leasing	Lease payments	277.71
Olson's Pest Technicians	Monthly services at BGWTP and Intake	210.00
Park Reservoir Company	Annual Operating Assessment Re: Park Res Shares	117.25
PayneWest Insurance, Inc.	Safety/Risk Assessment	14,900.00
Plains Tire & Battery	tires unit 3.40/super lug tires	3,382.34
Powder River Heating & Air Conditioning, Inc	Inspected h20 in basement new sump pump	406.54
Powder River Power Co	hose assembly and adapter fittings	478.97
Price Electric	City Hall lighting ballasts and fluorescent replacement	154.72
ProMec Services	12V shur-flo 3.0 gpm pump Unit 3.33- SR	100.27
Qualification Targets Inc.	qualification, hostage, and silhouette targets	730.45
Rebecca Marie Bridger	Miss Wyoming Sponsorship	500.00
Respond First Aid Systems of Wyoming	weed and pest first aid	89.99
Ridgepoint Consulting, LLC	R&O for 2018 Pavement Maintenance #4701	5,340.00
River Oaks Communications Corporation	Wireless cell tower ordinance and franchise fees	3,890.00
Rotational Molding, Inc.	300 gallon trash containers	11,495.00
Russell Industries Inc.	Clearwell #2 sample pump	946.37
Sarah Benavidez	Notary Filing	18.00
Senior Citizens Council	3rd Quarter Payment - FY19 One Cent Funding	20,000.00
Servall Uniform and Linen, Inc	Rug services	483.32
Shaunessey Reeves	Parks cleaning February	600.00
Sheridan Arts Council	One Time Payment - FY19 One Cent Funding	1,333.00
Sheridan Commercial Co.	Supplies	941.75
Sheridan Community Land Trust	3rd Quarter Payment - FY19 One Cent Funding	3,334.00
Sheridan Computers LLC	USB cable, computer mouses (2)	109.93
Sheridan County Chamber of Commerce	3rd Quarter Payment - FY19 One Cent Funding	4,443.00
Sheridan County Historical Society and Museum	3rd Quarter Payment - FY19 One Cent Funding	4,889.00
Sheridan County Juvenile Justice	3rd Quarter Payment - FY19 One Cent Funding	28,889.00
Sheridan County Public Health	3rd Quarter Payment - FY19 One Cent Funding	1,111.00
Sheridan Econ-O-Wash	uniform laundry - Bates - Shop	84.00
Sheridan Health Center	3rd Quarter Payment - FY19 One Cent Funding	889.00
Sheridan Lock & Key	Replace lock on bathroom door	145.50
Sheridan Motor Inc	filters, oil change, battery unit, fog lamp plug	899.90
Sheridan Newspapers Inc	Ads	3,991.20
Sheridan Transportation Taxi	Safe Rides for February	2,559.00
Source Office & Technology	Office supplies	685.14
State of WY - Judicial Systems Automation Acct	Court Automation Fund 02.2019	3,075.00
Swagit Productions, LLC	AgendaQuick Annual Lease/Video recording services	7,295.00
Ted's Towing, LLC	Tow of unit 45 on 11/21/18	75.00
The Lamar Companies	Billboards	2,583.00
The WRANGLER Horse and Rodeo News	Wyoming Winter Rodeo Advertising	143.00
Thomas J Klepperich	Municipal Court Judge Billing February 2019	2,340.00
Tire Rama	Tires and repairs	685.68
Top Office Products Inc	Copy charges/desk chair	672.86
Total Comfort Heating &	Heater Install for breezeway	3,277.00
Transaction Warehouse, Inc	Web Payment Transaction Fee, Feb 2019	2,348.10
Trihydro Corporation	WDT Reconstruction Project- #4725	1,785.00
Tyler Gay	Travel reimbursement Billings for test-Tyler Gay	253.12
University of Wyoming Office of Sponsored Program	Incubator Services - 9th payment for six months	40,000.00
USDA Forest Service	Sewer Easement	147.83
Victim Services	Crime Victims Fund 02.2019	600.00
Visionary Communications	Intake and BGWTP: Internet 3/1-4/1/2019	400.90
Volunteers of America	3rd Quarter Payment - FY19 One Cent Funding	1,111.00
VRM	Replace air dryer filter/parking brake Solenoid Sc	250.00
Water Products, Inc	Water	28.00
Way Oil Inc	Grease for rapid mix machine	82.96
Wells Fargo Bank-CC	Credit card charges for February 2019	48,245.49
Wilson Bros. Construction, Inc.	Sheridan North End Utilities #4754	107,849.22

Winsupply of Sheridan Wy Co.	Parts and Supplies	3,172.08
Wood Group USA, Inc	GIS professional services Jan 2019	2,382.50
Wyo Ag Services, LLC	Snow removal	800.00
Wyoming Department of Transportation	80 pads of P6 Citations	117.79
Wyoming Law Enforcement Academy	Basic training costs Philipp	1,751.00
Wyoming Machinery Co	SOS III - Unit 4.35- 4.39- ST	293.76
Wyoming Water Quality	Annual Membership Renewals for various depts.	450.00
XC2 Software, LLC	Renewal for Maintenance Tech Support-Backflow Software	1,166.00
Zowada Plumbing & Heating Inc	City Hall 2nd floor drinking fountain repair and other repairs	429.08
	New motor for boiler system city hall	830.50
Grand Total:		**763,912.30**

Prepaids 02-28-19

Vendor Name	Description	Total
Arete Design Group	Weatherby Building CA - #5315	19,974.75
Dick Anderson Construction Inc.	Weatherby Building Construction - #5315	1,161,256.68
Fred Pryor Seminars	Renew Membership for Scarlet for 12 months	299.00
Giorgis Properties, LLC	March Rent & Prop Tax Adj- Office Lease-Weatherby	4,820.48
Law Office of Rex O. Arney	MOU & Weatherby Lease amendment, tax exemption	440.00
Montana Dakota Utilities	Numerous Electric Bills	394.67
Northern Wyoming Community College	SEEDA Administrator Contribution - December 2018	6,443.44
Pitney Bowes Inc	Postage for January 2019 for City Hall	1,220.99
Rocky Mountain Ambulance Service LLC	Ambulance Services for March 2019	10,000.00
U.S. Bancorp Government Leasing & Finance	Peterson 4710B Grinder Payment #14	44,992.32
Grand Total:		**1,249,842.33**

Prepaids 03-07-19

Vendor Name	Description	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	1,285.57
Darla McCloy/Charles Martineau	Cash drawer for Convenience Center at Landfill	100.00
Law Office of Rex O. Arney	Board Meeting, review Vacutech &Easement Documents	740.00
Montana Dakota Utilities	Pump stations, UM shop/numerous electric bills	46,469.43
Rex Erickson	pay back insurance taken out of June 2018 checks	374.60
Sheridan Newspapers Inc	Request for Qualifications ad - Kennon Project	213.60
State of Wyoming	Loan CWSRF-135 Payment #5	211,456.80
Todd Watkins or Brett Caiola	Petty Cash Reimbursement 12.28.18 to 02.28.19	289.89
Grand Total:		**260,929.89**

Regular Payroll 03-15-19

Vendor Name	Total
497-874-NCPERS Wyoming	320.00
Aflac	1,198.56
Blue Cross Blue Shield of Wyoming	72,334.89
Child Support-Ohio	196.14
CITCO FCU	3,352.63
First Federal Savings Bank	14,769.14
HealthEquity, Inc.	2,575.04
IRS 941	79,569.75
LOCAL 276, IAFF	800.00

Nationwide	72.12
Optum Bank, Inc.	722.93
Orchard Trust	4,798.96
Security State Bank	156.25
Sunlight Federal Credit Union	1,840.86
Vantagepoint Transfer Agents 300698	7,184.18
VSP	1,088.35
Workers' Safety &	10,675.23
Wyoming Retirement System	63,647.45
Wyoming State Disbursement Unit	681.45
Grand Total:	**265,983.93**

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

8. Community Update

A. Executive Director Carmen Rideout provided an update on the Hub on Smith (Sheridan Senior Center).

9. Staff Update

A. City Treasurer Karen Burtis presented a Sales and Use Tax/Financial update.

B. Utilities Director Dan Roberts presented a proposal on Landfill hours of operation.

Old Business:

There was no Old Business to discuss.

New Business:

10. Utilities Director Dan Roberts delivered a presentation. Councilor Martin moved, seconded by Councilor Shafer, for the Consideration of the Selection of Humdinger Equipment, Ltd. (TANA E380) for the Lease-Option Acquisition of a Landfill Compactor. Council approved the motion: voice vote: unanimous.

11. Utilities Director Dan Roberts delivered a presentation. Councilor Shafer moved, seconded by Councilor Martin, for the Participation in State Financial Assurance Program for the Landfill. Council approved the motion: voice vote: unanimous.

12. Utilities Director Dan Roberts delivered a presentation. Councilor Shafer moved, seconded by Councilor Henderson, for the Consideration of Resolution #4-19 Designating 2019 Free Landfill Days and Trees for Trash & Community Clean-up Day. Council approved the motion: voice vote: unanimous.

13. Utilities Director Dan Roberts delivered a presentation. Councilor Martin moved, seconded by Councilor Shafer, for the Consideration of Resolution #7-19 Authorizing an Application for Clean Water SRF Funding to Perform Landfill Cell Closures. Council approved the motion: voice vote: unanimous.

14. Utilities Director Dan Roberts delivered a presentation. Councilor Martin moved, seconded by Councilor Shafer, for the Consideration of Resolution #13-19 Approving the Sheridan Community Land Trust License Agreement for Soldier Ridge Trail Extension Project. Council approved the motion: voice vote: unanimous.

15. Public Works Director Lane Thompson and MDU Electric Superintendent Jim Sorenson delivered a presentation. Councilor Bridger moved, seconded by Councilor Martin, for the Consideration of Municipal Street Lighting Agreement with MDU. Council approved the motion: voice vote: unanimous.

16. This item was removed from the agenda.

17. Council Comments and Requests for Future Agenda Items.

A. Councilor Patrick Henderson requested an executive session on April 1st to discuss the City Administrator's contract.

18. Comments from the public.

A. John Fafoutakis discussed fluoride.

19. Councilor Henderson moved, seconded by Councilor Bridger, to adjourn the meeting at 8:23 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:	03/28/2019

Attachments

Claims
Payroll
Prepaids

City of Sheridan
Claims paid on 04/02/19

Sum of Amount		
Vendor Name	Description	Total
A Plus Plumbers & Appliance Repair	removal of ice & repair frozen sewer at Sign shop/pump for storm drain	3,536.54
Ace Hardware-Newkirk	Hammer, nuts/bolts/screws, misc. tools, gloves	140.85
Alan Underwood	Deposit Refund/49 W 5th St.	41.68
AlphaGraphics of Wyoming	Design/layout convienence center flyer/poster/photos	161.29
Alpine Climate Control	install new infrared heater in sign shop	1,476.00
American Welding & Gas, Inc.	Contact tips, 0.03x11lb spool filler metal	51.26
Automationdirect.com	dial thermometer and polyester PVC hose	83.00
Axis Forensic Toxicology, Inc	Lab Results - 19P001427	320.00
B&B Leasing Company	Copier Lease Payment No 47	155.43
Betsy Pearson & John Addlesperger	Claims Settlement	18,117.72
Big Horn Logistics, LLC	Safe Rides Jan, Feb and March	259.00
Big Horn Tire Inc-Buffalo	Alignment and Check Rear on Engine 1	200.00
Bozeman Daily Chronicle, Belgrade News	Advertising package WYO Winter Rodeo	690.00
Brian's Boot & Shoe	Uniform boots	305.95
C & K Equipment	rushes for sweepers - Unit 4.15- Park Unit 4.20 C	1,784.00
Carquest Auto Parts	parts for repairs	1,899.13
Cathy Wright Bare	Travel Exp Reimb for Mueller Conf, C. Bare	363.80
CDG Engineers, Inc.	Sheridan Hillslides Project- Engineering Services	6,308.50
Cecilia Good	Reimbursement for Tuition	1,800.00
CED- Consolidated Electrical Distributers Inc.	Nylon cable tie for Wyo Winter Rodeo	21.50
Cedars Health LLC	February Occupational Testing	425.39
Coca-Cola Bottling Company High Country	Pallet of water for Recycling Center	336.00
Collection Professionals Inc.	CPI Acct #1885-2/1-2/28/2019	691.73
Confluence Collaborative	Website Maintenance/fly sheridan marketing	563.00
Country Bounty	Report to the Community 2018 - 30 Inserts/presidents day hours	855.37
Dana Hotchkiss	safety hard toe boots	160.15
Dana Kepner Company	Ball corp	470.40
Daniel Johnson	Notary filing - D Johnson	18.00
David Edeen Construction	Balance Refund/549 Minnow Path	128.54
Desert Mountain Corporation	39.06 tons ice slicer - SR	6,085.24
Employ, LLC	Temporary Labor - Recycling	4,533.98
Energy Laboratories, Inc	TOC Analysis 3/5/2019, WO# C19030169	160.00
Enviro-Clean Intermountain, LLC	Vac truck repair	165.80
Farmers Co-op Oil Co.	Fuel	14,627.77
Fastenal Industrial Supplies	Masterlocks, safety cones, cut guard gloves	229.62
Fort Bend Services, Inc	polymer	3,338.00
Fremont Motor Sheridan	replaced instrument panel 3.66 ST	739.21
George Neeson	Wellness Participation Reimbursement	100.00
Gillette News Record	Wyo Winter Rodeo Ads	1,016.04
Gillette Steel Center, Inc.	1/2 Hardox 450 plate U bolts	764.00
Grainger, Inc.	safety latch, warning label	100.44
Hach Company	Probe cable assembly, buffer solutions, pH probe	836.71
Heartland Kubota, LLC	generator supplies	99.47
High Land Inc.	repairs to cemetery irrigation system	637.45
HUB International Mountain States Limited	Notary Bond for D Johnson	50.00
InfoSend, Inc.	Billing Statements & Postage - February 2019	4,509.75
Inner Tree, LLC	tree care in Kendrick Park	4,000.00
Intermountain Sales, Inc	Listening Device to locate leak	17,304.00
Jack's Truck & Equipment	CREDIT-core charge,sender, terminal connector	378.35
Jackson Electric, Inc.	Pump repairs - landfill	267.90
JB Storage Containers, Inc	Relocated 40ft container at landfill	150.00
Jill W Chase	SPAC Coordinator Position - March 2019	1,000.00
John Deere Financial #1111308145	Uniforms - Jeans for Josh K. - 3 pair	119.93
Joshua Morgan	WGGA Conference per diem and mileage	262.52
Kalif Shrine Klowns	Reg fees for GJ-AL-PJ-GL-JS IAEI NFPA 70E Class	375.00
Kerek Ford	Podcast post-production episode 7	400.00
Kilpatrick Creations Inc.	Uniforms for new employee V.K. Sanitatio/Recycling	237.49
Kois Brothers Equipment, Co.	sensor/12v truck vibrator and duel motor	2,802.46
Lamar Selig	State of Wyoming Electrical Training	75.00
Long Building Technologies , Inc.	Air Filters for station GLuhman	50.76
Luke A Goddard	Medical Doctor Coverage for March and April 2019	1,000.00
Madden Media	SEM Co-op Feb 2019	1,458.33
MAP, LLC	Contractual Services	2,174.63
Max Fire Apparatus, Inc.	Air switch ladder rack-flexible nylon tubing pump	609.72
McMaster-Carr Supply Co	oil level indicator	37.88
Memorial Hospital of Sheridan County	Occupational Health Testing/SANE exam	691.00
Meredith Corporation	Midwest Living Ad - March, April	3,750.00
Mueller Systems	Mueller MiNet fees for meter infrastructure	13,462.00
Mullinax Concrete Service & Irrigation	Hammer cover, washed rock	361.54
Municipal Emergency Services, Inc.	Parts for fire helmets GNeeson	466.25
Napa Auto Parts	parts for repairs	605.53

Vendor Name	Description	Total
Norco, Inc	supplies	765.82
Olson's Pest Technicians	Monthly Service- BGWTP & Intake	210.00
One-Call of Wyoming	Tickets for February CDC Code CSH	49.50
O'Reilly Auto Parts	heated blade Unit 3.29-3.33- SR	236.00
Parker's Glass Shop Inc.	garage door glass - CSC	104.50
Pat Burke Trucking	Haul tires for proper disposal 3.19.19	700.00
Patrick Henderson	Reimbursement for Chamber Luncheon (Henderson)	17.00
Paul M Juergens	Reimb NFA-Guest Services Meal Ticket-April 2019	172.00
Peak Consulting	Citywide Training	2,350.00
Peterbilt of Wyoming	compressor, filter, o-ring- Unit 3.42- ST	486.50
Powder River Power Co	Hydraulic coupler/hose fittings	583.40
ProMec Services	Generator repair	125.52
Public Safety Center, Inc.	Exam gloves, knife boxes, coin envelopes	291.96
Rebecca Hartman	Wellness Participation Reimbursement	200.00
Rhonda M Gould	Logo/chevrons 9 shirts - Misslin and Snoozy	55.00
Ricoh USA, Inc.	Ricoh - March copier charges	465.61
Rocky Mountain Ambulance Service LLC	Ambulance Services - April 2019	10,000.00
Russell Industries Inc.	6 mechanical seal kits	1,615.25
SCS Engineers	Solid Waste Study - February 2019	12,530.00
Secure Shred	Shredding	95.34
Servall Uniform and Linen, Inc	Rug Service	231.89
Shaunessey Reeves	park cleaning services - March 4 - March 15, 2019	600.00
Shawn Parker	Meal reimbursement WY Gov Conference	273.65
Sheridan Blackburn	Tobacco Decoy 24 visits	240.00
Sheridan Commercial Co.	supplies	1,274.36
Sheridan Econ-O-Wash	laundary services	176.00
Sheridan Electric LLC	Install light fixture at Recycling Center	350.00
Sheridan Media	Fly Sheridan Marketing	235.00
Sheridan Motor Inc	oil change Unit 2.23 PD, radio install - 2.73- UM	169.07
Sheridan Newspapers Inc	Video for WYO Winter Rodeo	510.00
Sheridan Seed Co., Inc.	Straw for WYO Winter Rodeo	130.00
Sheridan Tent and Awning LLC	hydralic hammer cover	240.00
Source Office & Technology	Cartdridges and supplies	1,357.01
Stalker Radar	repair of 2 radar units	485.00
Steve's Truck Service Inc	Nox Sensor replace - Unit 3.7- WC	810.87
SWANA	Annual membership dues - Bill W. - Landfill	223.00
Tank Management Services	tank monitor inspection fuel tanks - CSC	450.00
Ted's Towing, LLC	Unit 43 towing - breakdown	75.00
Thatcher Company	Soda ash- (6) 50lb bags	4,389.64
The Fire Store	Fire Helmet and Leather Shields for helmets	793.13
The Lamar Companies	Billings billboard 3/5 - 4/1	377.00
Tire Rama	tire repairs	137.50
Tires for Reclamation, Inc.	Tire disposal 3.19.19	1,163.75
Top Office Products Inc	Copy charges	310.90
Tri State Truck & Equipment, Inc	fuel filters/chains and sprocket	665.66
Trihydro Corporation	Landfill Environmental Monitoring thru 2.23.2019	3,393.25
True West Publishing, Inc.	FP ad - April 2019	2,000.00
Tyler Technologies, Inc	Project Mgmt - Courts & Justice	2,500.00
Universal Products	Drug Terminator	4,200.00
Valley Motor Honda	Generator	1,999.00
VeriPic	Veripic 5 year renewal	12,127.50
VRM	1000 Hour service on Loader #4-86 Landfill	520.00
Way Oil Inc	starplex grease - howes additiuve and URSWC and ST	3,537.08
Winsupply of Sheridan Wy Co	Repair parts	1,836.70
Wood Group USA, Inc	professional computer programing	4,425.00
WWC Engineering, A Division of	CIP Update data collection, public Involvement/Piezometer monitor	5,281.44
Wyo Ag Services, LLC	snow removal - March 14, 2019	400.00
Wyoming Electric, Inc.	city shop heater - sign shop	759.00
Wyoming Machinery Co	cutting edge, nuts, bolts Unit 4.40-4.39 ST	2,062.61
Xerox Corporation	Xerox lease and copies - Feb	170.00
Zowada Plumbing & Heating Inc	UM water turn off	84.00
Grand Total		223,415.41

City of Sheridan
Regular Payroll paid on 03/29/19

Sum of Amount		
Vendor Name	Description	Total
Aflac	Regular Payroll 03.29.19	1,458.90
Blue Cross Blue Shield of Wyoming	Regular Payroll 03.29.19	440.74
Child Support-Ohio	Regular Payroll 03.29.19	196.14
CITCO FCU	Regular Payroll 03.29.19	1,795.13
IRS 941	Regular Payroll 03.29.19	73,659.31
Orchard Trust	Regular Payroll 03.29.19	4,798.96
Vantagepoint Transfer Agents 300698	Regular Payroll 03.29.19	7,074.66
VSP	Regular Payroll 03.29.19	10.58
Workers' Safety &	Regular Payroll 03.29.19	9,649.83
Wyoming Retirement System	Regular Payroll 03.29.19	62,603.76
Wyoming State Disbursement Unit	Regular Payroll 03.29.19	306.45
Grand Total		161,994.46

City of Sheridan
Prepaids paid on 03/14/19

Sum of Amount		
Vendor Name	**Description**	Total
CenturyLink Communications, LLC	scada lines and extensions	**529.48**
Montana Dakota Utilities	Numerous electric bills	**16,598.56**
State of Wyoming	Loan CWSRF-152 Payment #1	**135,789.95**
Grand Total		**152,917.99**

City of Sheridan
Prepaids paid on 03/21/19

Sum of Amount		
Vendor Name	**Description**	Total
Caterpillar Financial	CAT 930K Loader #RHN02563 Payment #5 & Balloon	**98,660.82**
CenturyLink Communications, LLC	SCADA Lines and Extensions	**431.58**
Montana Dakota Utilities	pump stations/numerous electric bills/Loucks St Reconst	**39,902.52**
YMCA	Contribution - Living Our Cause Aquatic Campaign	**250,000.00**
Grand Total		**388,994.92**

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:	Consideration of the Second Reading of Ordinance #2199 Amending Ordinance #2184 on Wireless Communication Facilities - Utilities Director Dan Roberts
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	03/28/2019

Recommendation:

Staff recommends that the Mayor and City Council approve, on second reading, Ordinance #2199 Amending Ordinance #2184 on Wireless Communication Facilities.

Background:

The purpose of Ordinance #2184 was to update the current wireless communication facilities regulations to account for industry advancement in the field of small cell wireless communication facility deployment and to protect community assets. More specifically, it was the Ordinance's goal to minimize the visual impact of wireless communication facilities on the community, particularly in and near residence districts, the Entryway Corridor Zoning District and the Downtown Development District. Further the Ordinance sought to reasonably regulate the development and deployment of wireless communication facilities within the City to the extent permitted under State and Federal law and to accommodate the growing demand for wireless communication services. Ordinance #2184 also improved the application process establishing clear guidelines to create an orderly, well-defined process for review of proposed projects.

Since approval of Ordinance #2184 in March, 2018, the City has been able to keep pace with this ever changing industry by establishing forward leaning policies and regulations that provide a clear, fair process to service providers while protecting the interests of the community. The City's new wireless communication facilities regulations are located in Chapter 7B, Article II "Telecommunication" of the City Code.

In September 2018, the Federal Communications Commission (FCC) made a declaratory ruling and adopted federal regulations on wireless communication facilities. This ruling and subsequent changes to the federal regulations has caused the City's newly adopted regulations to no longer comply in some key areas. These changes to the FCC regulations went into effect on January 14, 2019.

With the guidance and support from River Oaks Communications, staff has been able to identify which sections of the City's newly passed wireless communication facilities regulations must be updated in order to comply with the new FCC regulations.

Staff has developed, for City Council's consideration, an Ordinance #2199 which appropriately amends the sections of Ordinance #2184 necessary to bring the City's wireless communications facilities regulations into compliance with the new FCC regulations.

Ordinance #2199 is presented for City Council consideration as an amending ordinance which must specifically identify all sections of Ordinance #2184 being amended along with the amending language clearly identified. For clarity on the changes proposed, the amending language for each section of the ordinance is identified in red-lined and strikethrough format (attached).

No further comments or opposition to any of the proposed regulations within the Ordinance have been received by staff. As such, the version approved at first reading remains unchanged.

Thank you for your consideration.

Attachments

Red-Lined Ordinance #2199

ORDINANCE NO. 2199

AN ORDINANCE AMENDING ORDINANCE 2184, WIRELESS COMMUNICATION FACILITIES - ORDINANCE 7B-2 OF THE MUNICIPAL CODE OF THE CITY OF SHERIDAN.

WHEREAS, federal laws and regulations that govern local zoning standards and procedures for wireless communications have changed since the City adopted Ordinance No. 2184; and

WHEREAS, the City Council of the City of Sheridan desires to update its local standards and procedures in order to be in compliance with federal laws and regulations; and

NOW, THEREFORE, BE IT ORDAINED BY the City Council of the City of Sheridan, Wyoming:

Section 1. That the following amendments shall be adopted and codified under Ordinance 7B-2 as follows:

7B-2-2 Definitions.

~~*Macrocell*~~*Macro cell.* An antenna or antennas mounted on or in a tower, ground-based mast, rooftops or structures, at a height that provides coverage to the surrounding area.

Small cells and small wireless facilities. Compact wireless equipment that contain their own transceiver equipment and function like cells in a wireless network but provide a smaller coverage area than traditional ~~macrocells~~ macro cells and additional capacity and meet ~~both of~~ the following criteria:

~~Each antenna could fit within an enclosure of no more than three (3) cubic feet in volume; and All other wireless equipment associated with the wireless communication facility is cumulatively no more than 17 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.~~
(1) the facilities -- (i) are mounted on structures fifty (50) feet or less in height including their antennas, or (ii) are mounted on structures no more than ten percent (10%) taller than other adjacent structures, or (iii) do not extend existing structures on which they are located to a height of more than fifty (50) feet or by more than ten percent (10%), whichever is greater; (2) each antenna associated with the deployment, excluding associated antenna equipment, is no more than three (3) cubic feet in volume; (3) all other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is no more than twenty eight (28) cubic feet in volume; (4) the facilities do not require antenna structure registration under federal law; (5) the facilities are not located on Tribal land as defined under federal law; and (6) the facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified under federal law. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.

Stealth design. ~~Technology~~A design that minimizes the visual impact of wireless communication facilities by camouflaging, disguising, screening or blending into the surrounding environment. Examples of stealth design include but are not limited to facilities disguised as trees (monopines), flagpoles, utility and light poles, bell towers, clock towers, ball field lights and architecturally screened roof-mounted antennas or flush-mounted antennas that are either painted to match or enclosed in an architecturally-applicable box.

Wireless Communication Facilities or *WCF.* An unstaffed facility or location or equipment for the transmission or reception of radio frequency (RF) signals or other wireless communications

or other signals (including, but not limited to cellular and Internet services) for commercial communications purposes, typically consisting of a group of antennas, a tower or base station, transmission cables and other transmission equipment, backup power supplies, power transfer switches, cut-off switches, electric meters, coaxial cables, fiber optic cables, wires, telecommunications demarcation boxes and related materials and equipment and an equipment enclosure or cabinets, and including small ~~cell technologies~~ wireless facilities.

7B-2-5 General Requirements:

(a) *Inventory of Existing Sites.* Not more than one time per year, each applicant for a ~~macrocell~~macro cell shall provide to the Planning Division an inventory of the wireless carrier's or other represented entity's existing towers, antennas, or sites approved for towers or antennas, that are either within the jurisdiction of the City or within one-half mile of the border thereof, including specific information about the location and height. The Planning Division may share such information with other applicants applying for administrative approvals or WCF Permits under this Chapter or other organizations seeking to locate antennas within the jurisdiction of the City, provided, however that the Planning Division is not, by sharing such information, in any way representing or warranting that such sites are available or suitable.

(5) Landscaping, Screening and Fencing:

(A) Equipment shelters and cabinets and other on the ground ancillary equipment shall be screened with landscaping (except for those in the public right-of-way) ~~as required for the zone in which they are located~~ or with another design acceptable to the Planning Division. Alternatively, where technically feasible, the applicant shall incorporate the cabinet and other equipment into the base of a new pole (for example, for a small cell) provided there is adequate space in the right-of-way and that ADA sidewalk accessibility requirements can be met. All provisions of the ADA (including, but not limited to, clear space requirements) shall be met by the applicant.

7B-2-6 Sharing of Towers and Collocation of Facilities.

(b) No new ~~macrocell~~ macro cell tower may be constructed within one half (1/2) mile of an existing ~~macrocell~~ macro cell tower, unless it can be demonstrated that the existing ~~macrocell~~ macro cell tower is not available or feasible for collocation of an additional wireless communication facility, or that its specific location does not satisfy the operational requirements of the applicant. Factors to be considered in determining whether applicant has made this demonstration include those listed below in Subsection (c).

(c) *Factors Considered in Granting Wireless Communication Facility Permits for Towers*:

(8) No existing structures are located within the geographic area which meet the applicant's ~~-~~engineering requirements.

(9) Existing towers or structures do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.

(10) A determination by the FCC that t~~T~~he applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.

7B-2-9 Submittal Requirements.

(b) *Alternative Sites Analysis*

(1) For a tower in a Residence District or within three hundred feet (300') of a Residence District, in the Downtown Development District, the Gateway District or the City's Entryway Corridor, the applicant must address the City's preferred tower locations with a detailed explanation justifying why a site of higher priority was not selected. The City's tower location preferences must be addressed in a clear and complete written alternative sites analysis that shows at least three (3) higher ranked, alternative sites considered that are in the geographic range of the service ~~coverage~~ objectives of the applicant, together with a factually detailed and meaningful comparative analysis between each alternative candidate and the proposed site that explains the substantive reasons why the applicant rejected the alternative candidate.

(3) For purposes of disqualifying potential collocations or alternative sites for the failure to meet the applicant's service coverage or capacity objectives the applicant will provide (a) a description of its objective, whether it be to ~~close a gap or~~ address a deficiency in coverage, capacity~~,~~ or frequency ~~or technology~~; (b) detailed ~~technical~~ maps or other exhibits with clear and concise RF data to illustrate that the objective is not met using the alternative (whether it be collocation or a more preferred location); and (c) a description of why the alternative (collocation or a more preferred location) does not meet the objective.

(c) *Additional Submittal Requirements for WCFs.*

(9) A clear and complete written statement of purpose which shall minimally include: (1) a description of the ~~technical~~ objective to be achieved; (2) a to-scale map that identifies the proposed site location and the targeted service area to be benefited by the proposed project; and (3) full-color signal propagation maps with objective units of signal strength measurement that show the applicant's current service coverage levels from all adjacent sites without the proposed site, predicted service coverage levels from all adjacent sites with the proposed site, and predicted service coverage levels from the proposed site without all adjacent sites. These materials shall be reviewed and signed by a Wyoming-licensed professional engineer or a qualified employee of the applicant. The qualified employee of the applicant shall submit his or her qualifications with the application.

7B-2-10 Exceptions to Standards.

(d) *Criteria*.

(3) The applicant demonstrates the following:

(A) ~~A significant gap in the coverage, capacity, or technologies of the service network exists;~~The development standard materially limits or inhibits the ability of the applicant to compete in a fair and balanced legal and regulatory environment;

(B) The ~~gap~~ situation can only be ~~filled~~ addressed through an exception to one or more of the standards in this Chapter; and

(C) The exception is narrowly tailored ~~to fill the service gap~~ such that the wireless communication facility conforms to this Chapter's standards to the greatest extent possible.

~~iv. For a new tower proposed to be located in a Residence District or within three hundred feet (300') of a Residence District, the Downtown Development District, the Gateway District or the City's Entryway Corridor, unless the proposal qualifies as a preferred location on City-owned or operated property or facilities, the applicant must also demonstrate that the manner in which it proposes to fill the significant gap in~~

~~coverage, capacity, or technologies of the service network is the least intrusive on the values that this Chapter seeks to protect.~~

7B-2-12 Independent RF Technical and Legal Review.

Although the City intends for City staff to review applications to the extent feasible, the City may retain the services of an independent RF expert and attorney of its choice to provide technical and legal evaluations of permit applications for WCFs, when they are subject to WCF permits or administrative review. The third party expert shall have recognized telecommunications industry accepted qualifications in the field of radio frequency engineering or wireless communication facilities. The expert's review may include, but is not limited to (a) the accuracy and completeness of the items submitted with the application; (b) the applicability of analysis and techniques and methodologies proposed by the applicant; (c) the validity of conclusions reached by the applicant; and (d) whether the proposed WCF complies with the applicable approval criteria set forth in this Chapter. The applicant shall pay the reasonable cost for any independent consultant fees through a deposit, estimated by the City, within ten (10) days of the City's request. When the City requests such payment, the application shall be deemed incomplete for purposes of application processing timelines until the deposit is received. In the event that such costs and fees do not exceed the deposit amount, the City shall refund any unused portion within thirty (30) days after the final permit is released or, if no final permit is released, within thirty (30) days after the City receives a written request from the applicant. If the costs and fees exceed the deposit amount, then the applicant shall pay the difference to the City before the permit is issued. The third party shall provide an itemized description of the services provided and related fees and charges.

Section 7B-2-16 Eligible Facilities Request

(a) *Purpose.* This Section implements Section 6409(a) of the Spectrum Act (47 U.S.C. Section 1455(a)), as interpreted by the FCC in its Report and Order No. 14-153 and ~~regulated by 47 C.F.R. § 1.40001~~ Declaratory Ruling and Third Report and Order released September 27, 2018, which require~~s~~ a state or local government to approve any Eligible Facilities Request for a modification of an existing tower or base station that does not result in a substantial change to the physical dimensions of such tower or base station.

(b) *Application Review.*

(4) Tolling of the Timeframe for Review: The 60-day review period begins to run when the application is filed, and may be tolled only by mutual agreement between the City and the applicant, or in cases where the City determines that the application is incomplete. ~~The timeframe for review is not tolled by a moratorium on the review of applications.~~

7B-2-17 Small Wireless Facilities - Collocation on Existing Structures.

(a) *Purpose.* This section implements a shot clock that is contained in the FCC's Declaratory Ruling and Third Report and Order released September 27, 2018, regarding the collocation of small wireless facilities on existing structures.

(b) *Application Review.*

(1) Application: The City shall prepare and make publicly available an application form, which form shall be used by the applicant.

(2) Review: Upon submission of an application for collocation of small wireless facilities on an existing structure pursuant to this section, the City shall, within 60 days (subject to resetting of the shot clock and the tolling provisions set forth below), review such application, make its final decision to approve or deny the application, and advise the applicant in writing of its final decision.

(3) Tolling of the Timeframe for Review: The 60-day review period begins to run when the application is filed. The City shall notify the applicant within 10 days as to whether the application is incomplete. Upon resubmission by the applicant, a new 60

day shot clock commences, and the City has 10 days to notify the applicant again of an incomplete application. The shot clock may be tolled only by mutual agreement between the City and the applicant, or in cases where the City determines upon a resubmission that the application is incomplete.

(A) The timeframe is tolled in the case of subsequent notices pursuant to the procedures identified in this section. Subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

(4) Failure to Act: In the event the City fails to approve or deny a complete application under this section within the timeframe for review (accounting for resetting the shot clock once or any tolling), the applicant may pursue judicial relief.

(5) Denials made by the City may be appealed to the City Council. Appeals shall be submitted and presented to the City Planning Commission which shall make a recommendation to the City Council.

(6) Change in Federal or State Law: If any of the timeframes are subsequently changed by Federal or State law, then this section shall be automatically amended to comport with the new timeframe(s).

7B-2-18 Small Wireless Facilities - New Construction (New Builds).

(a) *Purpose.* This section implements a shot clock that is contained in the FCC's Declaratory Ruling and Third Report and Order released September 27, 2018, regarding the construction of small wireless facilities on a new structure.

(b) *Application Review.*

(1) Application: The City shall prepare and make publicly available an application form, which form shall be used by the applicant.

(2) Review: Upon submission of an application for the construction of small wireless facilities on a new structure pursuant to this section, the City shall, within 90 days (subject to resetting of the shot clock and the tolling provisions set forth below), review such application, make its final decision to approve or deny the application, and advise the applicant in writing of its final decision.

(3) Tolling of the Timeframe for Review: The 90-day review period begins to run when the application is filed. The City shall notify the applicant within 10 days as to whether the application is incomplete. Upon resubmission by the applicant, a new 90 day shot clock commences, and the City has 10 days to notify the applicant again of an incomplete application. The shot clock may be tolled only by mutual agreement between the City and the applicant, or in cases where the City determines upon a resubmission that the application is incomplete.

A. The timeframe is tolled in the case of subsequent notices pursuant to the procedures identified in this section. Subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

(4) Failure to Act: In the event the City fails to approve or deny a complete application under this section within the timeframe for review (accounting for resetting the shot clock once or any tolling), the applicant may pursue judicial relief.

(5) Denials made by the City may be appealed to the City Council. Appeals shall be submitted and presented to the City Planning Commission which shall make a recommendation to the City Council.

(6) Change in Federal or State Law: If any of the timeframes are subsequently changed by Federal or State law, then this section shall be automatically amended to comport with the new timeframe(s).

7B-2-1~~7~~9 Collocation Applications ~~or Substantial Changes~~ for other than Small Wireless Facilities

(a) *Purpose.* This Section implements, in part, 47 U.S.C. Section 332(c)(7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153 and Declaratory Ruling and Third Report and Order released September 27, 2018. ~~Except when a shorter timeframe is otherwise required under this Chapter, the following timeframes apply to collocation or substantial changes.~~

(b) *Application Review.*

(1) Application: The City shall prepare and make publicly available an application form, the requirements of which shall be limited to the information necessary for the City to consider whether an application is a collocation ~~or substantial change~~ request for other than small wireless facilities.

(5) Failure to Act: In the event the City fails to approve or deny a complete application under this Section within the timeframe for review (accounting for any tolling), the applicant ~~shall be entitled to pursue all remedies under applicable law~~ may pursue judicial relief.

7~~2~~B-2-~~18~~20 New Site or Tower Applications.

(a) *Purpose.* This Section also implements, in part, 47 U.S.C. Section 332(c)(7) of the Federal Communications Act of 1934, as amended, as interpreted by the FCC in its Report and Order No. 14-153 and Declaratory Ruling and Third Report and Order released September 27, 2018.

(b) *Application Review.*

(5) Failure to Act: In the event the City fails to approve or deny a complete application under this Section within the timeframe for review (accounting for any tolling), the applicant ~~shall be entitled to pursue all remedies under applicable law~~ may pursue judicial relief.

7B-2-~~19~~21 Multiple Sites in One Application

7B-2-2~~0~~2 Application Fees.

7B-2-2~~1~~3 Laws, Rules and Regulations.

7B-2-2~~2~~4 Severability.

7B-2-2~~3~~5 Conflicts.

Section 2.

The various parts, sentences, paragraphs, sections and clauses of this Chapter are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Chapter shall not be affected thereby.

WHEREUPON, a motion was passed and the Ordinance declared adopted this ____ day of _____, 2019.

CITY OF SHERIDAN, WYOMING

_____
Mayor

ATTEST:

_____
City Clerk

FIRST READING:

SECOND READING:

PUBLISHED:

EFFECTIVE THE____ DAY OF_____, 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:	Consideration of Memorandum of Understanding Between City of Sheridan and SCSD2 for the Hill Slide Stabilization Project - Public Works Director Lane Thompson
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	
Date:	03/25/2019

Recommendation:

Staff recommends that Mayor and City Council approve the terms of this Memorandum of Understanding between the City of Sheridan and Sheridan County School District Number 2.

Discussion:

The City of Sheridan and SCSD2 are neighboring land owners. A portion of the lands owned by the City and SCSD2 near Sheridan Junior High School consists of a hill side. In 2017, a portion of this hill side failed which affected property owned by each party. The City entered into an agreement with Hayward Baker Inc. to provide a study, design, and report on the hill slide. Included in the study and report was a request for a Pricing Proposal based on 90% Design documents.

Per the Pricing Proposal, the estimated cost of this project is seven million eighteen thousand dollars ($7,018,000.00). As set forth in Exhibit A, SCSD2 is responsible for 22.58% ($1,584,664.40) of the project expense and the City is responsible for 77.42% ($5,433,335.60) of the project expense. ***See attached Exhibit A.***

Funding:

USDA Grant = $3,750,000
MRG Grant = $350,000
SRF Loan = $1,630,000
SCSD2 = $1,600,000

Attachments

MOU and Exhibit

AGREEMENT
(Hillslide Stabilization Project Cost Sharing)

THIS AGREEMENT is made and entered into by and between the **City of Sheridan, State of Wyoming**, whose address is 55 Grinnell Street, Sheridan, Wyoming (hereinafter referred to as "City") and **Sheridan County School District No. 2**, whose address is 201 North Connor St., Ste. 101, Sheridan, WY 82801 (hereinafter referred to as "SCSD2).

Recitals

A. The City and SCSD2 are neighboring landowners. A portion of the lands owned by the City and SCSD2 near Sheridan Junior High School consists of a hillside. In 2017, a portion of the hillside failed, which failure affected property owned by each of the parties. The parties entered into an Agreement on March 21, 2018 to retain an engineering firm to provide a study and report on how to correct the hillside failure and to prevent future hillside failures.

B. The City entered into agreement with Hayward Baker Inc. (hereinafter referred to as "Hayward") to provide a study and report. Included in the study and report was a request for a Pricing Proposal based on 90% Design Documents.

C. Based on the 90% Design Documents dated December 24, 2018, Hayward has submitted a Pricing Proposal for the parties to review. **See Attached Exhibit A**.

D. Per the Pricing Proposal, the estimated cost of the project is $7,018,000.00. As set forth in Exhibit A, SCSD2 is responsible for 22.58% of the project expense and the City 77.42% of the project expense.

NOW THEREFORE, in consideration of the mutual covenants set forth herein, the parties agree as follows:

1. City and SCSD2 shall each be responsible for their respective share of the hillside stabilization project under the terms and conditions herein. The City shall be responsible for 77.42% of the project expense. The SCSD2 shall be responsible for 22.58% of the expense.

2. City and SCSD2 agree to utilize the design build team led by Hayward Baker Inc for the project.

3. It is anticipated that the costs of the above-described project will not exceed $7,018,000.00, unless otherwise authorized by written approval of the City and SCSD2. City

and SCSD2 shall be responsible for their respective share of the total costs; provided, however, neither party shall be required to contribute more than their respective percentage without written approval by the City and SCSD2.

4. The City and SCSD2 shall each be responsible for securing their own financing and further warrant by entering into this agreement that the required funds to satisfy their respective share of the project will be available to pay invoices in a timely manner once received. The City of Sheridan will act as the Project Manager of this project and will process all bills. The City will then invoice SCSD2 for their respective portion.

5. The City shall take ownership of all project features located on City property. SCSD2 shall take ownership of all project features located on district property once final completion has been issued to the Design Build Team. Prior to the expiration of the contractor's warranty period, the City shall be responsible for facilitating the repair of any deficiency covered by the contractor's warranty including deficiencies on SCSD2 property. The City will perform all required preventative maintenance on the drainage system including the portions owned by SCSD2. In turn, SCSD2 shall allow public access on the District's maintenance path as long as it does not negatively impact operation of SJHS.

6. SCSD2 shall be named as an owner on all contract documents and will be afforded the same rights and protection as the City

7. This agreement represents the entire agreement between the parties hereto with respect to the subject matter hereof and all prior agreements, understandings or negotiations shall be deemed merged herein. No amendments or modifications to this Agreement shall be made or deemed to have been made unless in writing executed by the party or parties to be bound thereby.

8. This Agreement may be executed in counterparts, and shall be fully effective as if all parties executed one original. This Agreement may be executed via facsimile transmission or pdf (e-mail signatures).

9. The parties warrant that their representatives have read this agreement in its entirety and understand and voluntarily accept its terms. Each party represents to the other that it has authority to enter into this agreement. The parties further warrant that they each have received whatever independent legal advice they deemed necessary with respect to the advisability of making this agreement and the other transactions contemplated hereunder. This agreement shall be construed as being jointly drafted by all parties.

10. Should either party bring a legal action to enforce the terms of this Agreement, the successful party shall be entitled to the recovery of their reasonable attorney fees and costs.

Dated this ____ day of _____, 2019.

City of Sheridan, State of Wyoming

By:_____
Title:_____
Date:_____

Sheridan County School District No. 2, State of Wyoming

By:_____
Title:_____
Date:_____

Hayward Baker Inc.
5775 Eudora St.
Commerce City, CO 80022

Tel: 303.469.1136
Fax: 303.469.3581

HAYWARD BAKER
A KELLER COMPANY

February 28, 2019

Subject: Sheridan Hillslide Project Analyzed Cost Sharing
Sheridan, WY

Per the request of the Sheridan County School District #2 and the City of Sheridan, included here-in is a pricing proposal based upon 90% plans.

This budgetary pricing is based upon the following:

1. Field investigation report by Engineering Analytics, Inc. (EA) dated 8/24/18 (Project No. 110867)
2. 90% Design Documents dated 12/24/18.

Introduction

HBI understands that funding for the proposed landslide repair will be a combination of Federal funding, State funding, City of Sheridan funding, and School District funding. Though not required per the contract, HBI has been asked to provide budgetary pricing at the 90% stage to help assist with funding budgets. As part of the budgets, HBI has been asked to provide its opinion on "cost responsibility" between City property and School property.

Budgetary Construction Pricing (all funding sources)

HBI has obtained some budgetary pricing from possible subcontractors and material suppliers. HBI has also performed cost estimates based on possible self-performed work (which should be in-line with market pricing). Below is a summary of the results:

Table 1. Estimated construction costs.

Mobilization	$150,000
Inspections and QC Testing	$150,000
Erosion Control	$75,000
De-watering	$470,000
Clearing & Grubbing	$250,000
Site Grading and Exavation	$900,000
Haul Off from Site Grading	$300,000
Upper Soil Nail Wall	$750,000
Lower & Middle Solder Pile Walls	$2,700,000
Sewer/Drainage Re-alignment	$100,000
All Weather Maintenance Path	$285,000
Landscaping	$250,000
Total:	**$6,380,000**
Contingency (10%):	**$638,000**
Grand Total:	**$7,018,000**

Estimated Schedule

HBI estimates that construction will require approximately 4-5 months to complete. Seeding and reclamation activities may require additional time (for seed to germinate, etc.).

School District Share of Cost Burden

HBI has been asked to provide its opinion on the cost burden to be born by the School District for its share of the project. HBI has broken the project into three areas:

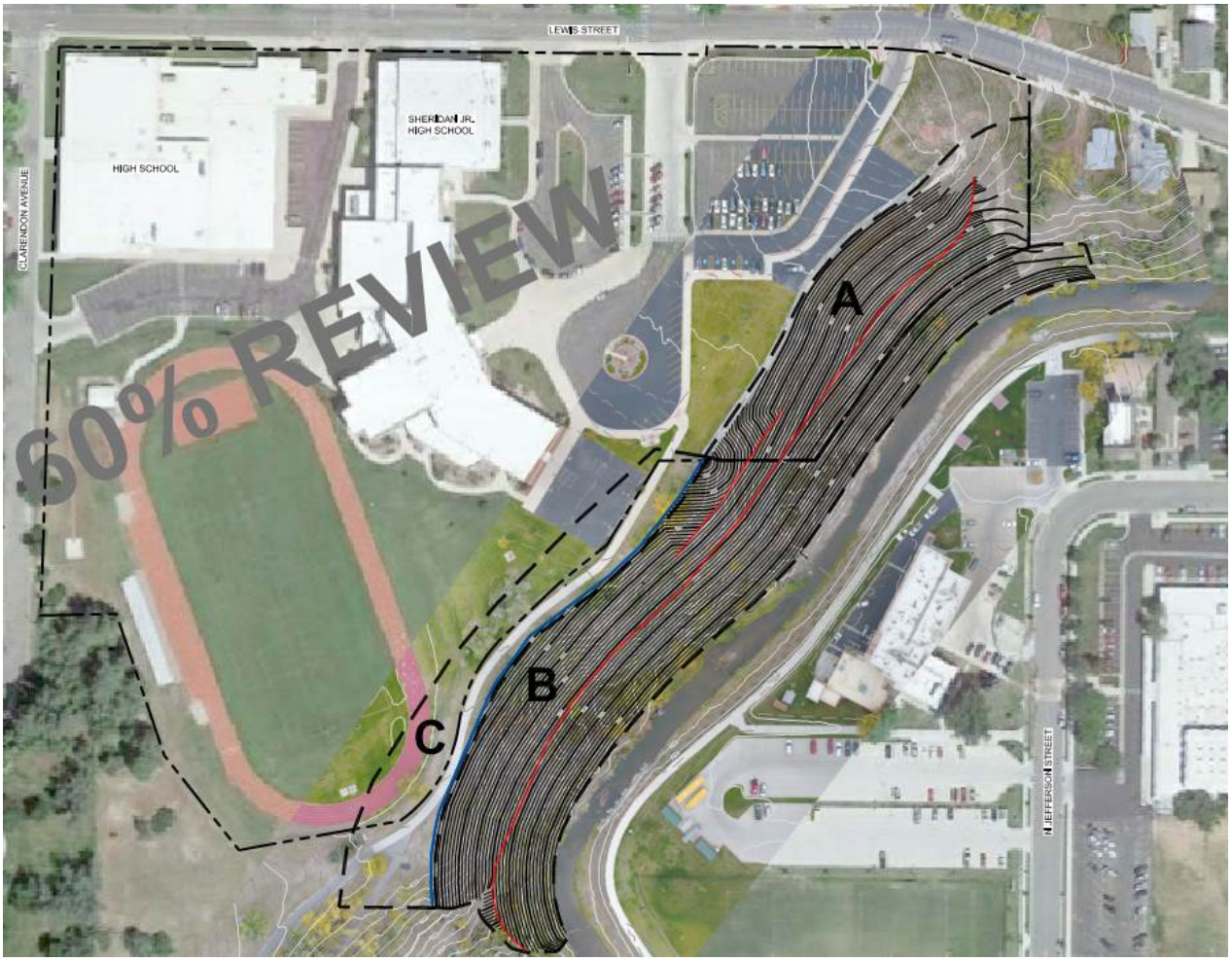


Figure 1. Responsibility areas.

- Area A – This is School District's property. School District is responsible for stabilizing.
- Area B – This is City property. City of Sheridan is responsible for stabilizing.
- Area C – This is at the top of the hill. A soil nail wall is proposed that will protect the City property below. City of Sheridan is responsible for stabilizing.

Below is an estimated cost breakdown of the construction items. "General Items" such as mobilization, inspections, erosion control, and de-watering will be split according to the percentage of construction responsibilities determined by the table below:

Table 2. Estimated cost responsibilities.

	Total	SCSD2	City of Sheridan	Cost Share Comments	Area A	Area B	Area C
Mobilization	$150,000	$33,870.0	$116,130.0	22.58/77.42 Split			
Inspections and QC Testing	$150,000	$33,870.0	$116,130.0	22.58/77.42 Split			
Erosion Control	$75,000	$16,935.0	$58,065.0	22.58/77.42 Split			
De-watering	$470,000	$106,126.0	$363,874.0	22.58/77.42 Split			
Clearing & Grubbing	$250,000	$25,000.0	$225,000.0	Based on work area	10%	85%	5%
Site Grading and Exavation	$900,000	$90,000.0	$810,000.0	Based on work area	10%	85%	5%
Haul Off from Site Grading	$300,000	$15,000.0	$285,000.0	Based on work area	5%	90%	5%
Upper Soil Nail Wall	$750,000	$0.0	$750,000.0	Based on work area	0%	0%	100%
Lower & Middle Solder Pile Walls	$2,700,000	$945,000.0	$1,755,000.0	Based on work area	35%	65%	0%
Sewer/Drainage Re-alignment	$100,000	$0.0	$100,000.0	Based on work area	0%	50%	50%
All Weather Maintenance Path	$285,000	$99,750.0	$185,250.0	Based on work area	35%	65%	0%
Landscaping (seeding, riprap, etc.)	$250,000	$75,000.0	$175,000.0	Based on work area	30%	65%	5%
Contingency (10%)	$638,000	$144,055.1	$493,944.9	10% of total amount			
Total:	**$7,018,000**	**$1,584,606**	**$5,433,394**				
Percent of Total Project:	**100.0%**	**22.58%**	**77.42%**				

HBI estimates that the School District would be responsible for 22.58% of the overall project cost, and the City of Sheridan would be responsible for 77.42%:

- **SCSD2**
  - Construction – 22.58% x $7,018,000 = $1,584,664.40
  - Design - 22.58% x $312,287.20 = $70,514.45
  - **Total -** $1,584,664.40 + $70,514.45 = **$1,655,178.85**
- **City of Sheridan**
  - Construction – 77.42% x $7,018,000 = $5,433,335.60
  - Design – 77.42% x $312,287.20 = $241,772.75
  - **Total** - $5,178,525 + $230,467.95 = **$5,675,108.35**

Closing Remarks

Feel free to contact Hayward Baker at 303-469-1136 with any questions you may have.

Sincerely,
Hayward Baker Inc.



Robert Schiermeyer, P.E.
Project Manager

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:	Consideration of the Award of the 2019 Concrete Replacement Project to Custom Concrete LLC - Public Works Director Lane Thompson
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	
Date:	03/25/2019

Recommendation:

The City of Sheridan advertised for bids for the 2019 Concrete replacement Project February 18-March 21,2019. The bid opening took place on March 21, 2019. Staff recommends that the Mayor and City Council award the 2019 Concrete Replacement Project to Custom Concrete LLC of Pierre, SD, the lowest qualified bid, in the amount of sixty-two thousand three hundred eighty dollars and no cents ($62,380.00).

Staff requests that for the 2019 Concrete Maintenance Project, the Mayor and City Council authorize the Public Works Director, Lane Thompson, to act on behalf of the Mayor and Council on all matters related to this project.

Background:

The City of Sheridan Concrete Replacement Project is anticipated to occur and be completed between the dates of May 1, 2019 and June 28, 2019. Substantial Completion for this work is to be reached within forty-four (44) calendar days from the start of construction operations.
The project includes ±386 LF of concrete curb and gutter, ±115 SY of 4” concrete sidewalk, including seven (7) ADA ramps and ±60 SY of concrete commercial and alley approach.
Request for bids were advertised February 18- March 21,2019 and the bid opening was held on March 21, 2019. The bid results are as follows:

Custom Concrete LLC - $62,380.00
LJS Concrete and Excavating - $73,294.00
Engineer's Estimate - $64,835.00

Funding:

This project is fully funded with Optional One Cent Funds, Public Benefit Funds, and Direct Distribution (Supplemental) Funding.

Attachments

Ridgepoint Recommendation

Concrete Replacement Map

RIDGEPOINT CONSULTING
Professional Engineers

312 Whitney Lane, Ste. 3
Sheridan, WY 82801
(307) 675-5434

March 25, 2019

Mr. Nathan Rager
Engineering Project Manager
City of Sheridan
55 Grinnell Plaza
PO Box 848
Sheridan, WY 82801

City of Sheridan 2019 Concrete Replacement
Ridgepoint Consulting Project No. 201812

Dear Nathan,

Bids were opened and read aloud for the above-referenced project at 1:30 pm on March 21, 2019 in the second floor Conference Room at City Hall. A total of two (2) general contractors submitted a bid for the project; these contractors included Custom Concrete, LLC, of Pierre, SD and LJS Concrete & Excavating, of Big Horn, WY. The bids received from the general contractors were properly submitted on the required Bid Form.

The following documentation accompanied the bid provided by Custom Concrete, LLC:

- 5% Bid Security in the form of a Bid Bond
- Anticipated Subcontractors
- Previous Experience of Bidder

The following documentation accompanied the bid provided by LJS Concrete & Excavating:

- 5% Bid Security in the form of a Bid Bond
- Anticipated Subcontractors
- Previous Experience of Bidder
- Similar Projects Under Contract
- State of Wyoming Certificate of Residency

The Engineer's Estimate for the Base Bid was as follows:

- Base Bid $ 64,835.00

Custom Concrete, LLC's bid for the project was as follows:

- Base Bid $ 62,380.00

LJS Concrete & Excavating's bid for the project was as follows:

- Base Bid $ 73,294.00

Considering the above discussion and that funding is available, it would be our recommendation to award the project for the City of Sheridan 2019 Concrete Replacement Project to Custom Concrete, LLC for the amount listed above. It is our understanding that the award of the project will be considered at the City Council Meeting occurring on April 1, 2019.

Included with this letter is the Bid Tabulation for the project. We will provide to you the Notice of Award and Agreement reflecting the project's award options. Please let us know if we can be of further assistance in the interim.

Sincerely,

Will Newbold

Ridgepoint Consulting
Will Newbold
Project Engineer

cc: Hanns Mercer, PE, City of Sheridan

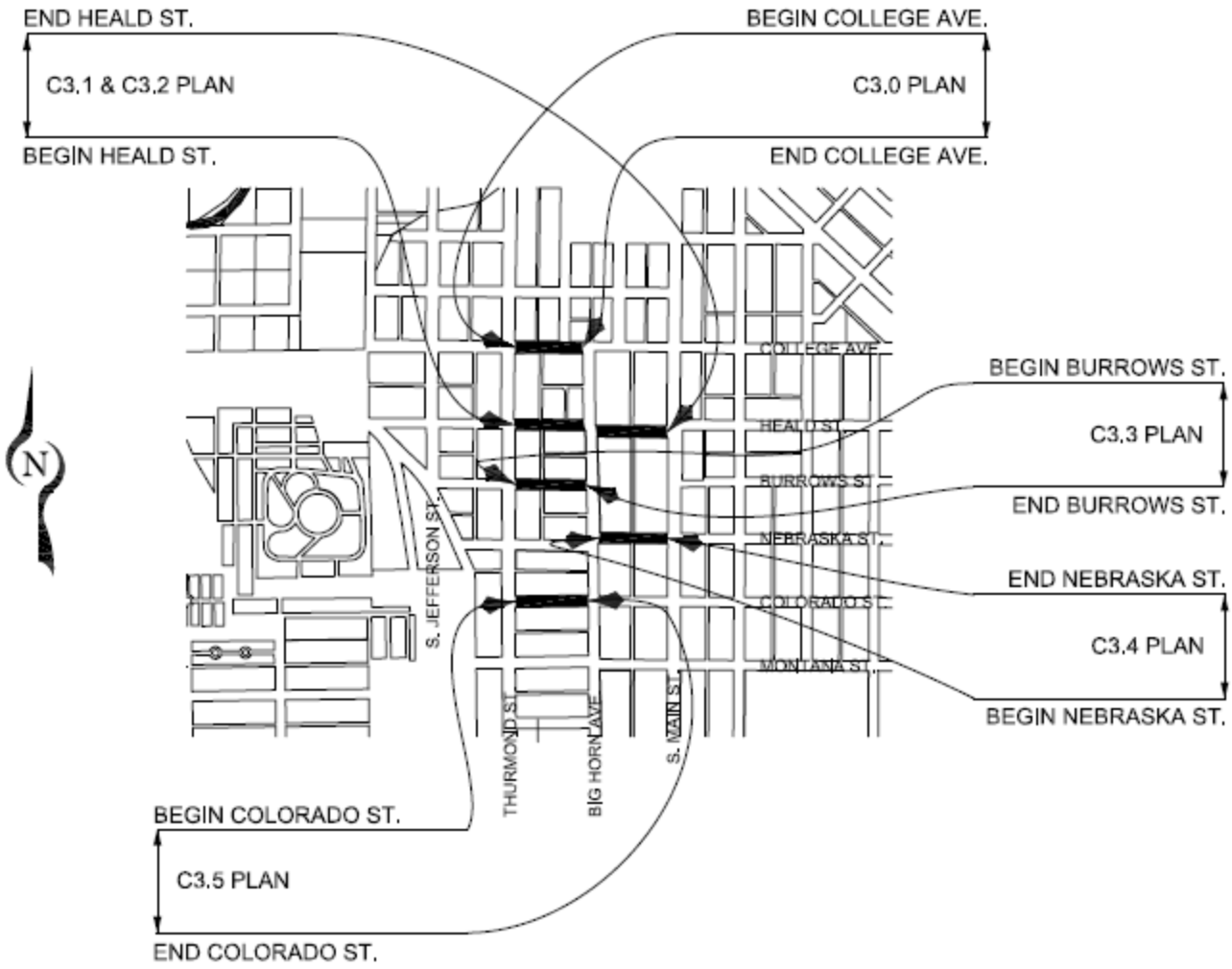
Enclosure: Bid Tabulation

BID TABULATION SUMMARY

2019 CONCRETE REPLACEMENT

Owner: City of Sheridan
Engineer: Ridgepoint Consulting
Ridgepoint Consulting Project No.: 201812
Bid Opening Date: 3/21/2019, 1:30 pm

	ENGINEER'S ESTIMATE	CUSTOM CONCRETE, LLC	LJS CONCRETE & EXCAVATING
ACKNOWLEDGEMENT OF ADDENDA (YES OR NO)	-	YES	YES
5% BID SECURITY (YES OR NO)	-	YES	YES
BID FORM SIGNED (YES OR NO)	-	YES	YES
WYOMING RESIDENT (YES OR NO)	-	NO	YES
ANTICIPATED SUBCONTRACTORS	-	YES	YES
BASE BID, SCHEDULE 1 - COLLEGE AVENUE ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	$ 2,600.00	$ 3,250.00	$ 4,455.00
BASE BID, SCHEDULE 2A - HEALD STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	$ 16,900.00	$ 16,270.00	$ 20,433.00
BASE BID, SCHEDULE 2B - HEALD STREET ROADWAY IMPROVEMENTS (BIG HORN TO MAIN)	$ 15,095.00	$ 14,395.00	$ 16,378.50
BASE BID, SCHEDULE 3 - BURROWS STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	$ 6,700.00	$ 7,380.00	$ 7,901.00
BASE BID, SCHEDULE 4 - NEBRASKA STREET ROADWAY IMPROVEMENTS (BIG HORN TO MAIN)	$ 6,815.00	$ 7,085.00	$ 8,179.50
BASE BID, SCHEDULE 5 - COLORADO STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	$ 16,725.00	$ 14,000.00	$ 15,947.00
PROJECT GRAND TOTAL:	$ 64,835.00	$ 62,380.00	$ 73,294.00
PROJECT GRAND TOTAL (BID COMPARISON WITH WYOMING PREFERENCE):	$ 64,835.00	$ 65,499.00	$ 73,294.00



VICINITY MAP

NOT TO SCALE

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:	Consideration of the Award of the 2019 Pavement Maintenance Project-Rotomill and Overlay to Simon Contractors - Public Works Director Lane Thompson
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	
Date:	03/25/2019

Recommendation:

The City of Sheridan advertised for bids on the 2019 Pavement Maintenance Project-Rotomill and Overlay from February 18, 2019 to March 20, 2019. The bid opening took place on March 20, 2019. Staff recommends that the Mayor and City Council award the 2019 Pavement Maintenance Project to Simon Contractors of Sheridan, WY, the lowest qualified bid, in the amount of five hundred sixty-nine thousand two hundred seventy dollars and no cents ($569,270.00).

Staff requests that for the 2019 Pavement Maintenance Project, the Mayor and Council authorize the Public Works Director, Lane Thompson, to act on behalf of the Mayor and Council on all matters related to this project.

Background:

The City of Sheridan 2019 Pavement Maintenance Project is anticipated to occur and be completed between the dates of July 15, 2019 and August 31, 2019. August 31, 2019 is the anticipated date of Substantial Completion.
The portion of the project in the City of Sheridan includes Schedules 1-6. This includes ±11,210 SY of full depth recycle (with cement) and ±11,210 SY of 3” hot plant mix bituminous pavement.
The portion of the project in Sheridan County includes Schedules 7A & 7B. This includes ±1,650 SY of full depth recycle (with cement), ±1,650 SY of 4” hot plant mix bituminous pavement and ±5,900 SY of a 2” hot plant mix bituminous pavement overlay with transition milling.

Requests for bids were advertised February 18-March 20, 2019 and the bid opening was held on March 20, 2019. The bid results are as follows:

Simon Contractors - $569,270.00
Engineer's Estimate - $642,615.00

Funding:

This project is fully funded with Optional One Cent Funds, Public Benefit Funds, and Direct Distribution (Supplemental) Funding.

Attachments

Ridgepoint Consulting Recommendation
Pavement Map

RIDGEPOINT CONSULTING
Professional Engineers

312 Whitney Lane, Ste. 3
Sheridan, WY 82801
(307) 675-5434

March 21, 2019

Mr. Nathan Rager
Engineering Project Manager
City of Sheridan
55 Grinnell Plaza
PO Box 848
Sheridan, WY 82801

City of Sheridan 2019 Pavement Maintenance
Ridgepoint Consulting Project No. 201812

Dear Nathan,

Bids were opened and read aloud for the above-referenced project at 1:30 pm on March 20, 2019 in the third floor Council Chambers at City Hall. A total of one (1) general contractor submitted a bid for the project; this contractor was Simon Contractors, of Sheridan, WY. The bid received from the general contractor was properly submitted on the required Bid Form.

The following documentation accompanied the bid provided by Simon Contractors:

- 5% Bid Security in the form of a Bid Bond
- Anticipated Subcontractors
- Previous Experience of Bidder
- Similar Projects Under Contract
- List of Equipment

The Engineer's Estimate for the Project was as follows:

- Base Bid $ 642,615.00

Simon Contractors' bid for the project was as follows:

- Base Bid $ 569,270.00

Considering the above discussion and that funding is available, it would be our recommendation to award the City of Sheridan 2019 Pavement Maintenance Project to Simon Contractors for the amount listed above. It is our understanding that the award of the project will be considered at the City Council Meeting occurring on April 1, 2019.

Included with this letter is the Bid Tabulation for the project. We will provide to you the Notice of Award and Agreement reflecting the project's award options. Please let us know if we can be of further assistance in the interim.

Sincerely,

Will Newbold

Ridgepoint Consulting
Will Newbold
Project Engineer

cc: Hanns Mercer, PE, City of Sheridan
Ken Muller, PE, Sheridan County

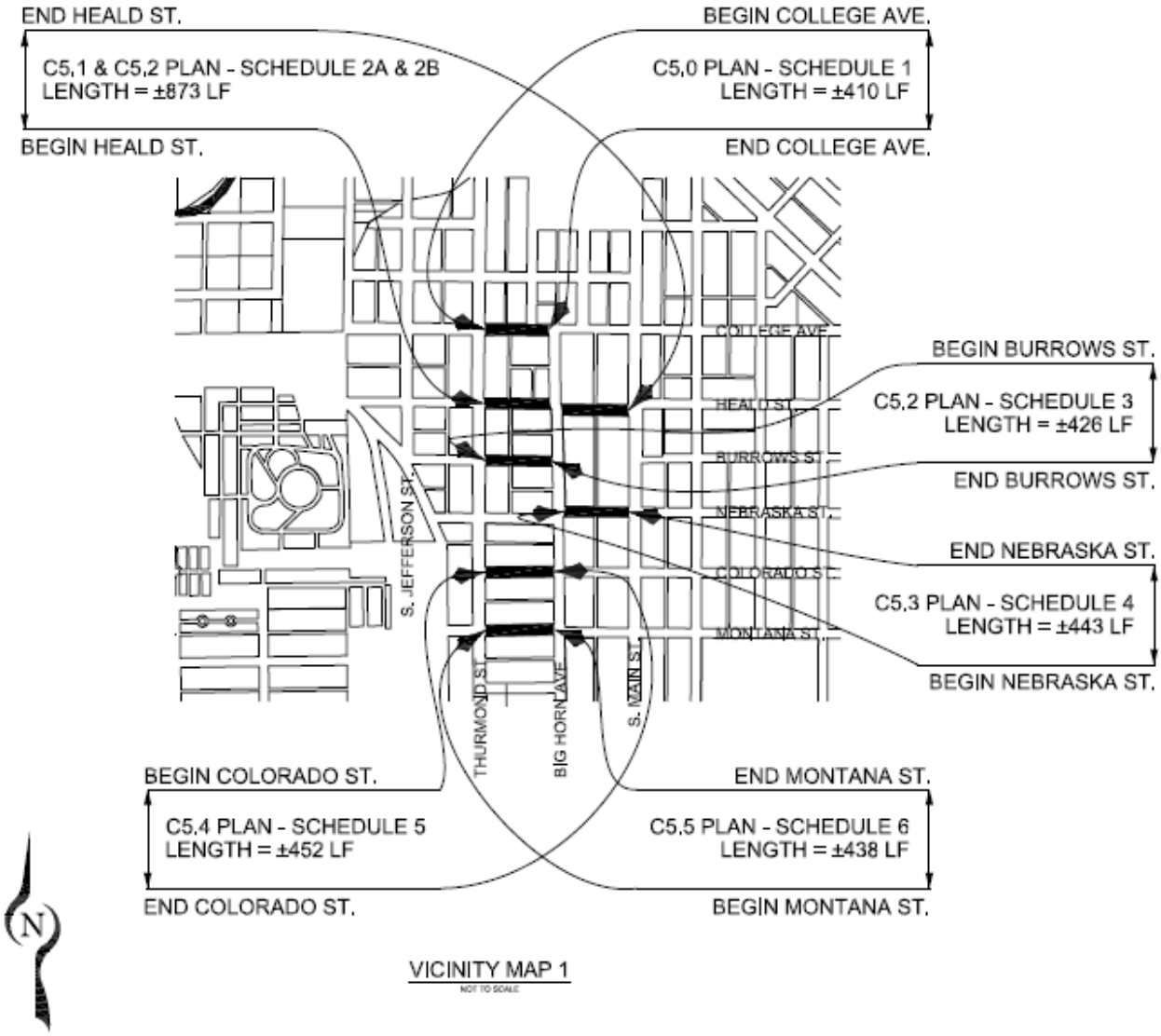
Enclosure: Bid Tabulation

BID TABULATION SUMMARY

CITY OF SHERIDAN 2019 PAVEMENT MAINTENANCE

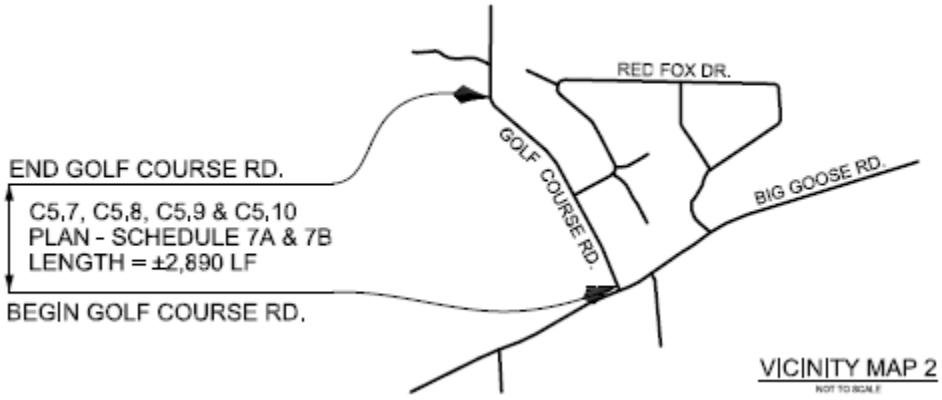
Owner: City of Sheridan
Engineer: Ridgepoint Consulting
Ridgepoint Consulting Project No.: 201812
Bid Opening Date: 3/20/2019, 1:30 pm

	ENGINEER'S ESTIMATE	SIMON CONTRACTORS
ACKNOWLEDGEMENT OF ADDENDA (YES OR NO)	-	Yes
5% BID SECURITY (YES OR NO)	-	Yes
BID FORM SIGNED (YES OR NO)	-	Yes
WYOMING RESIDENT (YES OR NO)	-	Yes
ANTICIPATED SUBCONTRACTORS	-	Yes
BASE BID, SCHEDULE 1 - COLLEGE AVENUE ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	**$ 48,625.00**	$ 48,012.50
BASE BID, SCHEDULE 2A - HEALD STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	**$ 53,500.00**	$ 51,250.00
BASE BID, SCHEDULE 2B - HEALD STREET ROADWAY IMPROVEMENTS (BIG HORN TO MAIN)	**$ 65,250.00**	$ 61,050.00
BASE BID, SCHEDULE 3 - BURROWS STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	**$ 62,400.00**	$ 58,425.00
BASE BID, SCHEDULE 4 - NEBRASKA STREET ROADWAY IMPROVEMENTS (BIG HORN TO MAIN)	**$ 67,600.00**	$ 63,115.00
BASE BID, SCHEDULE 5 - COLORADO STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	**$ 71,900.00**	$ 67,400.00
BASE BID, SCHEDULE 6 - MONTANA STREET ROADWAY IMPROVEMENTS (THURMOND TO BIG HORN)	**$ 66,300.00**	$ 62,065.00
BASE BID, SCHEDULE 7A - GOLF COURSE ROAD IMPROVEMENTS (STATION 1+50 TO STATION 7+50)	**$ 84,690.00**	$ 71,212.50
BASE BID, SCHEDULE 7B - GOLF COURSE ROAD IMPROVEMENTS (STATION 7+50 TO STATION 30+40)	**$ 122,350.00**	$ 86,740.00
PROJECT GRAND TOTAL:	**$ 642,615.00**	**$ 569,270.00**



VICINITY MAP 1

NOT TO SCALE



VICINITY MAP 2

NOT TO SCALE

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:	Consideration of Resolution #14-19 Approving FY19 Budget Revision #2 - City Treasurer Karen Burtis
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	Mark Collins, City Administrator
Date:	03/08/2019

Recommendation:

Staff recommends the approval of Resolution 14-19 authorizing adjustments to the FY2019 Budget.

Background:

During the current fiscal year, unanticipated income and new grants were received creating amounts available for potential budget expenditures. Unexpected expenditures occurred that need to be funded. Transfer of appropriations and modifications of estimated revenues and appropriations are needed as the year progresses and more definitive information is obtained. Resolution 14-19 is an accumulation of the previously mentioned items which need to be accounted for in the new fiscal year 2019 budget. The attached Schedule 1 shows the summarized amendments, revisions, and appropriations to the FY2019 Budget.

Funding:

All funds are balanced with FY2019 budgeted revenues, with the exception of the Water Fund which will use $172,300 of operating reserves and capital reserves to balance its budget in FY2019 to cover the loan and interest payments on projects which closed during the year and extra funds needed for the Hypochlorite Tank Replacement Project.

Attachments

Resolution #14-19

CERTIFIED RECORD

OF

PROCEEDINGS OF THE GOVERNING BODY OF

THE CITY OF SHERIDAN, WYOMING

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

A regular meeting of the governing body (the "Governing Body") of the City of Sheridan, State of Wyoming, was held at the regular meeting place of the Governing Body at 55 East Grinnell, Sheridan, Wyoming, on April 1, 2019, at the hour of 7:00 p.m. pursuant to notice and call duly given to each member of the Council.

The meeting was called to order by the Mayor, and upon roll call, the following members were present, constituting a quorum:

Mayor: _____
Council Members: _____
_____
_____
_____
_____
_____
Absent: _____

There was also present: _____

Thereupon the following proceedings, among others, were had and taken. The following resolution was

introduced and read by title only

RESOLUTION NO. 14-19

A RESOLUTION ON FISCAL YEAR 2019 APPROPRIATIONS AND BUDGET REVISIONS

WHEREAS, the City of Sheridan adopted its FY2019 budget on June 18, 2018 _(the "Budget");

WHEREAS, the City's Budget, requires additional amendments, revisions, and appropriations;

WHEREAS, a Notice of Public Hearing of such budget, together with the summary of said budget amendments, revisions, and appropriations was published in the Sheridan Press, a legal newspaper and of general circulation in the County on the 25th of March, 2019;

WHEREAS, a Public Hearing was held on such budget at the time and place specified in said Notice, and which time all interested parties were given an opportunity to be heard;

WHEREAS, following such Public Hearing, certain alterations and revisions were made in such proposed budget, all of which more fully appear in the Minutes of the Council.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City of Sheridan adopts the additional amendments to the Budget with the year ending June 30, 2019, as the amendments, revisions and appropriations are more specifically described on Exhibit A, attached hereto and incorporated herein.
2. Confirming that the mill levy will remain at 8 mills.
3. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

4. All resolutions, or parts thereof, inconsistent with this Resolution or within any of the documents hereby approved, are hereby repealed only to the extent of such inconsistency. This repealer shall not be construed as reviving any resolution or part thereof.

5. This Resolution shall be in full force and effect upon its passage and adoption.

PASSED, ADOPTED AND APPROVED _____, 2019.

CITY OF SHERIDAN, WYOMING

By: _____
Mayor

ATTESTED:

By: _____
City Clerk

A motion was made by Council Member _____ that the foregoing resolution be passed and adopted, and Council Member _____ seconded the motion. The roll was called with following results:

Those voting YES: _____

Those voting NO: _____

A majority of the members elected to the Governing Body having voted for the passage and approval of the resolution, the Mayor declared the resolution duly passed and adopted. After consideration of other business to come before the Governing Body, the meeting was adjourned.

CITY OF SHERIDAN, WYOMING

_____
Mayor

ATTESTED:

_____
City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

I, _____, the duly appointed, qualified, and acting City Clerk of the City of Sheridan, Wyoming (the "City"), do hereby certify:

1. The foregoing pages are true, correct and complete copies of the record of the proceedings of the Governing Body of the City, had and taken at a regular meeting thereof held at the regular meeting place of the Council at 55 East Grinnell, Sheridan, Wyoming, on _____ _____, 2019, at the hour of 7:00 p.m., as recorded in the records of the Governing Body kept in my office.

2. The proceedings of the Governing Body were duly had and taken as therein shown, the meeting therein shown was duly held, due notice and call was given each member, and the persons therein named as present at the meeting were present as shown by the minutes.

3. Notice of the meeting has been given as required by statutes of the State of Wyoming relating to meetings of governmental agencies. (W.S. Sections 16-4-401 through 16-4-407.)

WITNESS my name and the seal of the City, on _____, 2019.

_____
City Clerk

EXHIBIT A

Summary of FY2019 Budget Revision Adjustments

Fund	FY2019 Current Budget	Adjustments	FY2019 Revised Appropriations
GENERAL	13,049,083	43,030	13,092,113
SPECIAL REVENUE	33,943,424	521,100	34,464,524
ENTERPRISE	13,476,366	337,743	13,814,109
DEBT SERVICE	106,348	0	106,348
TOTAL	60,575,221	901,873	61,477,094

Mill Levy - 8 Mills	1,520,000		1,520,000