AGENDA
CITY OF SHERIDAN
MARCH 2, 2020
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. Consideration of Agenda

6. Public Hearings

   A. Public Hearing for Resolution #08-20 Extending the Parked Term for Retail Liquor License #2 (Railroad Grill, LLC) by 90 Days - City Clerk Cecilia Good

      i. Consideration of Resolution #08-20 Extending the Parked Term for Retail Liquor License #2 (Railroad Grill, LLC) by 90 Days

7. Consent Agenda

   A. Consideration of Resolution 02-20 Designating 2020 Free Landfill Days and Trees for Trash & Community Cleanup Day

   B. Minutes of Regular Council Meeting February 18th, 2020

   C. Claims

8. Community Update

   A. Advocacy and Resource Center Update - Yvonne Swanson, Executive Director

9. Staff Update

   A. Draft Fiscal Year 2021 Strategic Priorities - Interim City Administrator Mike Jackson

B. Pay-As-You-Throw & Commercial Organics Collection Pilot Study Update - Utilities Director Dan Roberts

C. Capital Facilities Project List - Interim City Administrator Mike Jackson and Public Works Director Lane Thompson

OLD BUSINESS

10. Consideration of the Second Reading of Ordinance #2208 Amending Cemetery Ordinances - City Attorney Brendon Kerns

11. Consideration of the Second Reading of Ordinance #2203 Amending the Downtown Development Authority Ordinances - City Attorney Brendon Kerns

NEW BUSINESS

12. Presentation and Acceptance of the FY19 Audit - Vikki Nunn and Cindy Laralde, Porter, Muirhead, Cornia & Howard

13. Council Consideration of Letter to Sheridan County Recommending the Approval of the Trailside Housing Project - Public Works Director Lane Thompson

14. Council Comments and Reports

15. Requests for Future Agendas

16. Comments from the Public

17. Adjournment

INFORMATION ONLY

18. Brainstorming Notes From February 24, 2020 Strategic Planning Session

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:	Public Hearing for Resolution #08-20 Extending the Parked Term for Retail Liquor License #2 (Railroad Grill, LLC) by 90 Days - City Clerk Cecilia Good
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	Interim City Administrator Mike Jackson
Date:	03/02/2020

Recommendation:

Staff recommends that the Mayor and Council extend the parked status of Retail Liquor License #2 (Railroad Grill, LLC) by 90 days.

Discussion:

On February 20th, 2018, City Council approved the transfer of Retail Liquor License #2 to Railroad Grill, LLC. Due to the fact that the building was undergoing construction, the license was placed in a "parked" status. In February of 2019, City Council found good cause to extend the "parked" status of Retail Liquor License #2 for an additional year as permitted by W.S. 12-4-103 (iv). The aforementioned statute provides the Local Licensing Authority (City Council) to extend the "parked" status for an additional amount of time if there are extraordinary circumstances preventing the license holder from becoming operational.

The attached Resolution states that the extension of "parked" status will be extended by ninety (90) days, ending on May 20th, 2020.

Attachments

Resolution #08-20

Extraordinary Circumstances Narrative

RESOLUTION #08-20

A RESOLUTION extending the parked Retail Liquor License #2 by Ninety (90) Days

WHEREAS, Retail Liquor License #2, Railroad Grill, LLC, was parked for two years as of February 20th, 2020 per Wyoming Statute 12-4-103(a)(iv); and

WHEREAS, per Wyoming Statute 12-4-103(a)(iv), a liquor license may be parked for an additional term, with the approval of City Council, upon the showing of extraordinary circumstances; and

WHEREAS, Railroad Grill, LLC has been actively remodeling the real property located at 841 North Broadway St which has taken a significant amount of time and money to complete; and

WHEREAS, the remodel of the structure has taken significantly more money and time to remodel than what was anticipated as result of the age and dilapidation of the building; and

WHEREAS, the City has identified the 5th Street corridor and railroad district as areas which require significant improvements and upgrades as an entry corridor for the City of Sheridan; and

WHEREAS, the building located at 841 North Broadway St was in need of significant remodelling and based on the current plans will become a cornerstone business for the revitalization of the 5th Street corridor and railroad district; and

WHEREAS, the City of Sheridan wishes to extend the parked term of Retail Liquor License #2, Railroad Grill, LLC for ninety (90) days.

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

1. That the Licensee has demonstrated extraordinary circumstances to allow the license to be parked for an additional ninety (90) days as follows:
   a. Extensive renovations to improve the building are ongoing.
   b. The Licensee is anticipating an opening in March, 2020.
   c.
   d.
2. That the Sheridan City Council approves the extension of Retail Liquor License #2, Railroad Grill, LLC, parked status.
3. Railroad Grill, LLC, shall be operational, as defined by Wyoming Statute, by May 20th, 2020. Failure to be considered operational by May 20th, 2020 will result in the City of Sheridan revoking Retail Liquor License #2 from Railroad Grill, LLC.

PASSED, APPROVED AND ADOPTED this 2nd day of March, 2020.

City of Sheridan

_____

Roger Miller, Mayor

ATTEST:

_____

Cecilia Good, City Clerk

Railroad Grill LLC,
dba Welcome Market Hall
as of February 27, 2020

Examples of Extraordinary Circumstances impacting completion of the premises of Railroad Grill, LLC;

The station was constructed in 1912 and was largely unrestored at the date of purchase by the current Owner on March 1st, 2018. The goal at the outset was to restore the building while retaining as much of the original materials and fixtures as possible. Replacements were intended to replicate the original grandeur and style of the structure. While significant repair and restoration work could be anticipated in the workplan and budget, the original expected completion date for the project (upper and lower floors) was Spring of 2019. Following are a few of the factors that have complicated and delayed completion of both interior and exterior renovations and represent circumstances beyond the control of the Owner or the Contractor.

Demolition – Asbestos removal. Removal and mitigation of asbestos containing floor tiles was anticipated. Destructive testing subsequently indicated additional ACM in the ceiling paint of the second-floor offices. Mitigation of this material required the complete removal of all existing plaster ceilings approximately 6,000 square feet in area. The extent of this mitigation resulted in a work scope increase and revised ceiling restoration plan.

Concrete – In the Summer of 2018 the Sheridan economy was (and continues) booming. This has resulted in significant material and skilled labor shortages. The most significant of these with the largest single impact on the completion timeline of the building was for cement and concrete related trades. During 2018 construction was underway on the Weatherby facility as well as the Sheridan Hospital expansion and the North Main Freeway interchange improvements. Each of these jobs was large by local standards. That they occurred simultaneously was unprecedented. Exacerbating this significant material shortage, one of the two concrete batch plants that had historically served the Sheridan area was removed from production. The resulting unavailability of concrete was a major blow to smaller jobs such as this. The process of forming and pouring footings and foundations for the new office stair tower took several months instead of a few weeks and pushed a significant amount of exterior work into the winter months.

This significant setback related to concrete has rippled through the renovation timeline and still is impacting the schedule in a number of areas. The building was originally constructed with access to the second-floor offices from the main restaurant/bar area in the interior of the first floor. In order to meet current building codes and establish a separate entrance to the office areas of the second floor the restoration plan for the building required construction of a new stair and elevator tower for access. Until this was completed the interior stairs could not be demolished and incorporated into the improved lower floor areas. The delay in pouring footings and foundations pushed tower framing months late into winter of 2018. This delay was perpetuated by a shortage of structural iron also a result of the very robust local construction market. The stair tower was finally fully enclosed and useable in mid-2019, rather than late 2018. Only at that time could the demolition of the original interior stair commence.

Railroad Grill, LLC
Documentation of extraordinary delays related to construction
February 27, 2020

One of the most expensive and time-consuming tasks associated with the project has been the repair and restoration of the exterior brick surfaces as well as the mortar and capstones. The original estimate from the mason was for approximately $150,000 in cost and a timeline of three months. The scale of the deterioration of the building exterior was not readily estimable prior to commencing work. The exterior repairs and restoration stretched through into the spring of 2019. The cost was a significant multiple of the original estimate. Much of the original capstone was not repairable, and the replacement material had to be cast in concrete. This is another instance where the concrete shortage cost significant amounts of time. Work on the exterior masonry lasted well into 2019.

The Winter of 2018/19 was very cold starting in late October all the way through January. As it started to warm up in February of 2019 significant snow and rainfall occurred. The ground was saturated well into the summer. A result was that nearly every job in the Sheridan area requiring concrete was delayed in starting. This further impacted our schedule by delaying finish of the exterior decks, stairs and sidewalks. Without these features the building was largely inaccessible and could not be occupied. Some of the exterior flatwork not related to office or bar areas remains to be finished this spring.

There have been numerous additional setbacks and delays attributable to events that were beyond the immediate control of the owner and the contractor. A great example is in the installation of data service for the building. Despite numerous attempts and months of waiting establishing data service to the building by the phone company has not been completed. Facilities and services that were affirmatively declared available have been discovered to be nonexistent and require installation by the phone company. As of this date we have been unable to confirm when data and internet service will be available to the building though it has long since been requested.

Despite these delays the historic Chicago, Burlington and Quincy Railroad Station has been reinvigorated and the restoration is nearly complete both inside and out. The finished building will once again be an architectural and cultural gem of which the City of Sheridan will be proud.

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 Resolution 02-20 Designating 2020 Free Landfill Days and Trees for Trash & Community Cleanup Day
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	
Date:	02/13/2020

Recommendation:

Staff recommends that the Mayor and City Council adopt Resolution 02-20 which designates the 2020 dates for "Free Landfill Days" and the community's annual "Trees for Trash & Community Clean-up" events.

Background:

In years past, the City of Sheridan (City) has promoted and supported spring and fall community clean up events. This has been done by allowing free landfill disposal to residents during our annual community sponsored "Trees for Trash and Community Clean-up" event, and designated spring and fall "Free Landfill Days" events. The intent behind these events is to give our community members within the City of Sheridan and Sheridan County an opportunity to clean and beautify their surroundings without having to incur the cost of waste disposal. Community participation due to these events has been consistently excellent in past years.

The designated days for these events, established in Resolution 02-20, have been carefully identified and planned by City Staff in conjunction with event sponsors.

As the title sponsor, Sheridan Media has submitted a letter (attached) requesting the "Trees for Trash" event to occur on May 2, 2020. Sheridan Media is supportive of the "Trees for Trash" event being combined and coordinated with a "Community Clean-up" event similar to what has been successfully organized in 2017-2019. City staff will plan and coordinate the "Community Clean-up" event, a big part of which will be soliciting volunteer groups to adopt public areas within our community to clean-up through trash collection and disposal.

The spring and fall "Free Landfill Days" will be held on May 9th and October 24th respectively. Sheridan County (County) has joined with the City and has been a financial sponsor in the past by paying a portion of the landfill disposal costs generated by county residents during these events. The County will be given an opportunity to be a sponsor again this year.

The proposed "Free Landfill Days" and the community's annual "Trees for Trash & Community Clean-up" are community minded events aimed at promoting and supporting clean-up of our community. These events are intended to support all residents of the City of Sheridan and Sheridan County in those efforts.

Attachments

Sheridan Media Letter

Sheridan Media

NewsTalk KROE 930AM | 103.9FM · SPORTS TALK 87.7 FM ESPN (RADIO) · smart talk 106.3 · 95.9 THE EDGE · Magic 102.3 Today's Hit's & Yesterday's Favorites · CLASSIC COUNTRY KWYO 1410 AM 106.9 FM · The Country Bounty · 93.7 COYOTE COUNTRY · Z94 FM WYOMING'S CLASSIC ROCK · Oldies 105.9 · Q104.9 TODAY'S HIT MUSIC

SHERIDANWYOMING.COM
SHERIDANMEDIA.COM

Sheridan City Council
55 East Grinnell
Sheridan, WY 82801

January 3, 2020

Dear Mayor & Council,

On behalf of Sheridan Media, all our sponsor partners and the citizens of the City of Sheridan and Sheridan County, we would like to thank you again for your past support of the Trees for Trash program. For several years this county-wide community clean-up program has been very well received and successful.

The time is rapidly approaching to clean up and green up with our Trees for Trash program once again this spring. In order to coordinate with the City's free landfill weekend dates, we respectfully request free use of the landfill this year on Saturday, May 2th, from 8:30am to 2pm, for all Sheridan County residents.

Together, let's all help keep our communities beautiful places to live.

Sincerely,

Jim Schellinger
Sheridan Media

RESOLUTION 02-20

A RESOLUTION establishing the free, temporary use of the Sheridan Solid Waste Disposal Facility (SSWDF).

WHEREAS, the Sheridan City Council encourages citizens to participate in cleaning up the Sheridan area; and

WHEREAS, the Sheridan City Council is pleased to offer free temporary use of the Sheridan Solid Waste Disposal Facility to residents within the City of Sheridan and Sheridan County.

NOW, THEREFORE, BE IT RESOLVED the Sheridan City Council hereby designates "Free Landfill Days" and the annual "Trees for Trash & Community Clean-up" events to be held during normal hours of operation on the following dates in 2020:

Trees for Trash & Community Clean-up: Saturday May 2, 2020

Free Landfill Day (Spring): Saturday, May 9, 2020

Free Landfill Day (Fall): Saturday, October 24, 2020

under the following conditions prescribed below:

a) Loads shall have a net weight of less than or equal to one (1) ton.
b) Loads shall be non-commercial waste and generated by residential customers.
c) Loads shall be separated into categories of household garbage, green waste, construction & demolition, metal and other recyclable materials and shall be unloaded at the landfill in appropriate disposal areas as directed by landfill staff.
d) All customers shall cross the landfill scales and a fee waiver transaction completed.
e) Proof of residency may be required at the landfill at the time of the fee waiver transaction. This shall consist of a driver's license or utility bill with the name of the individual and current county address.
f) Dead animals shall be limited to two (2) per load.
g) City of Sheridan Landfill requires that all waste delivered to the SSWDF will be secured, covered, or in a closed container. Materials delivered which are not secured, covered, or in a closed container will be assessed the following surcharge per load:
   $11.00 for cars and pickups
   $54.60 for all other vehicles (including trailers)

Fee Waivers listed above shall not include:
(a) Refrigeration units that have not been decommissioned by a certified technician
(b) Lead-acid batteries
(c) Tires

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2020.

CITY OF SHERIDAN

_____
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

Clerk

MEMORANDUM

Project Name:	Minutes of Regular Council Meeting February 18th, 2020
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	
Date:	

Attachments

Minutes from February 18th, 2020

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **February 18th, 2020**

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 Gary Kopsa with the Volunteers of America.

4. The meeting was called to order with a quorum as follows: Mayor Roger Miller presiding with Council President Rich Bridger, Council Vice President Thayer Shafer, Councilor Jacob Martin, Councilor Aaron Linden, and Councilor Clint Beaver. Councilor Patrick Henderson was absent. Members of staff present included Interim City Administrator Mike Jackson, City Treasurer Karen Burtis, City Clerk Cecilia Good, Public Works Director Lane Thompson, Fire Chief Gary Harnish, Utilities Director Dan Roberts and various other City staff.

5. Councilor Bridger moved, seconded by Councilor Shafer, to amend the agenda to move the Community Report from item number 9 to item number 5A. Council approved the amended agenda: voice vote; unanimous.

5A. Community Update

A. Dixie Johnson, CEO, provided an update on the Sheridan County Chamber of Commerce.

Councilor Beaver moved, seconded by Councilor Linden, to add item #10A to Accept the Letter from Local IAFF #276 Requesting to Enter into Collective Bargaining and Approve Collective Bargaining Rules and Procedures that had been presented to City Council at a previous Study Session. Council approved the motion for the agenda: voice vote; unanimous.

6. Public Hearings

A. Mayor Miller opened a Public Hearing at 7:28 PM for the First Reading of Ordinance #2208 Amending Cemetery Ordinances. City Attorney Brendon Kerns presented an update to Council. The Public Hearing was closed at 7:56 PM.

i. Councilor Martin motioned to amend Ordinance #2208 to remove restrictions on monuments and structures (17-18 B) and approve the remainder of Ordinance #2208 on first reading. The motion died due to lack of a second.

Councilor Beaver moved, seconded by Councilor Bridger, for the Approval of the First Reading of Ordinance #2208 Amending Cemetery Ordinances. Council approved the motion: roll call vote: 5 ayes and 1 nay. Councilor Martin voted in opposition of this motion.

B. Mayor Miller opened a Public Hearing at 8:04 PM for the First Reading of Ordinance #2203 Amending the Downtown Development Authority Ordinances. City Attorney Brendon Kerns presented an update to Council. The Public Hearing was closed at 8:12 PM.

i. Councilor Shafer moved, seconded by Councilor Bridger, for the Approval the First Reading of Ordinance #2203 Amending the Downtown Development Authority Ordinances. Council approved the motion: roll call vote: 4 Ayes and 2 Nays. Councilor Martin and Councilor Beaver voted in opposition of this motion.

Public Works Director Lane Thompson presented an update to Council on the following three items up for Public Hearing.

C. Mayor Miller opened a Public Hearing at 8:15 PM Resolution # 04-20 for the Hill Court Right-of-Way Vacation. The Public Hearing was closed at 8:21 PM.

i. Councilor Linden moved, seconded by Councilor Martin, for the Approval of Resolution # 04-20 for the Hill Court Right-of-Way Vacation. Council approved the motion: voice vote: unanimous.

D. Mayor Miller opened a Public Hearing at 8:22 PM for Resolution #05-20 for Kaden Court Minor Subdivision with Restrictions on the Storage of Outbuildings, Vehicles and Trailers. The Public Hearing was closed at 8:23 PM.

i. Councilor Martin moved, seconded by Councilor Shafer, for the Approval of Resolution #05-20 for the Kaden Court Minor Subdivision. Councilor Martin moved, seconded by Councilor Bridger, to amend previous motion to add Restrictions to the Plat regarding Storage of Outbuildings, Vehicles and Trailers. Council approved the motion to amend the initial motion to include Restrictions to the Plat regarding the Storage of Outbuildings: voice vote: unanimous. Council approved the motion: voice vote: unanimous.

E. Mayor Miller opened a Public Hearing at 8:26 PM for Resolution #06-20 for the Circle 8 Right-of-Way Vacation. The Public Hearing was closed at 8:27 PM.

i. Councilor Shafer moved, seconded by Councilor Bridger, for the Approval of Resolution #06-20 for the Circle 8 Right-of-Way Vacation. Council approved the motion: voice vote: unanimous.

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

A. Consideration of Award for the Sheridan Fire Dept. Vehicle Exhaust Removal System

B. Consideration of Award of Professional Services for the Design of the Utilidor at the BGWTP

C. Consideration of Pre-Annexation Agreement with George W. Mohatt for Water and Sewer Service to 135 Decker Road

D. Consideration of Award of ONE (1) Single Axle, Minimum GVWR 36,000 lbs Truck with Flat Bed, Snow Plow, and Spreader to Floyds Truck and Equipment

E. Minutes of Regular Council Meeting February 3rd, 2020

F. Claims (removed)

Councilor Beaver requested the removal of claims from consent.

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

Councilor Beaver requested clarification regarding a payment to Lamar in the total of $889. Sheridan Travel and Tourism Director Shawn Parker explained that the payment is for a billboard in South Dakota used for promoting Sheridan County. City Treasurer Karen Burtis further clarified that the City is managing the books for the Travel and Tourism Joint Powers Board.

Councilor Shafer moved, seconded by Councilor Beaver, to remove the Sheridan Travel and Tourism payment from the Claims list. Council approved the motion: voice vote: unanimous.

Councilor Bridger stated that he would be recusing himself from voting on Claims due to a quarterly payment to the Sheridan Recreation District. Additionally, he expressed concerns about an office furniture purchase in the amount of $3,500 that was taken out of an account with the title of "economic development." Councilor Bridger suggested changing the line item name to accurately reflect what the purchases would be used for.

Aaron Linden asked Utilities Director Dan Roberts why the City was making a payment to Weed Warriors. Utilities Director Dan Roberts explained that Weed Warriors is contracted to assist with the maintenance of alleys to allow the Solid Waste Division to navigate alleys.

Councilor Beaver, seconded by Councilor Shafer, moved to approve Claims with the removal of the Sheridan Travel and Tourism payment to Lamar. Council approved the motion: voice vote: unanimous. Councilor Bridger recused himself from this vote.

8. Staff Update

A. City Treasurer Karen Burtis presented a Sales & Use Tax update.

B. Utilities Director Dan Roberts presented Resolution #02-20 Designating 2020 Free Landfill Days and Trees for Trash & Community Cleanup Day.

9. Community Update

A. Moved to 5A

Old Business:

There was no Old Business to discuss.

New Business:

10. City Treasurer Karen Burtis presented an update to Council regarding Resolution #07-20 Approving Financial Institution Signatories. Councilor Bridger moved, seconded by Councilor Shafer, for the Approval of Resolution #07-20 Approving Financial Institution Signatories. Councilor Beaver moved, seconded by Councilor Bridger, to change the names within Resolution #07-20 to position titles. Council approved the motion to change the names within Resolution #07-20 to position titles: voice vote; unanimous. Council approved the motion for the Approval of Resolution #07-20 Approving Financial Institution Signatories: voice vote; unanimous.

10A. City Attorney Brendon Kerns presented an update to Council regarding the Acceptance of the Collective Bargaining Letter from IAFF Local #276. Councilor Linden moved, seconded by Councilor Shafer, for the Acceptance of the Collective Bargaining Letter from IAFF Local #276. Council approved the motion for the Acceptance of the Collective Bargaining Letter from IAFF Local #276: voice vote; unanimous.

10B. City Attorney Brendon Kerns presented an update to Council on the Adoption of Rules and Procedures for Collective Bargaining with IAFF Local #276. Councilor Linden moved, seconded by Councilor Martin, for the Adoption of Rules and Procedures for Collective Bargaining with IAFF Local #276 and set the first negotiation meeting for March 2nd. Council approved the motion for the Acceptance of the Collective Bargaining Letter from IAFF Local #276: voice vote; unanimous.

11. Council Comments and Requests for Future Agenda Items.

A. Councilor Martin discussed supporting a measure by the governing body to reduce the use of plastic bags in the community. Councilor Martin requested to meet with the City Attorney to discuss the issue further.

B. Mayor Miller is heading to Cheyenne this week to go to the Wyoming Main Street board meeting. The Mayor will be in Cheyenne next week for WAM.

12. Comments from the public.

A. Norman Bernstein discussed the ducks in Kendrick Park and the laws related to feeding the ducks. Council discussed the issue further.

B. Cathi Kindt discussed a tour of the Recycling Center and the Landfill. She thanked Council and Staff for their efforts in waste diversion. Cathi also discussed the use of plastic bags in the community.

C. Bryan Miller discussed ducks and the ability to find City Code.

D. Julie Rieder supported the discussion surrounding the reduced use of plastic bags.

13. Councilor Shafer moved, seconded by Councilor Martin, to adjourn the meeting at 9:42 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:	03/03/2020

Attachments

Claims
Payroll
Prepaids

City of Sheridan
Claims paid on 03/03/20

Sum of Amount		
Vendor Name	Description	Total
ABC Signs & Specialties	signs for Sheridan Commercial - Skijoring-Parking sign Gould	10,966.23
Ace Hardware-Newkirk	ladder - ruler, compass, handyman -parks	86.39
AlphaGraphics of Wyoming	Safe Ride ticket books - 2,000 tickets	558.90
Amazon Capital Services #A33MIR27FEZN42	Safety Windsock for Landfill/standing desks/hard drives	2,672.71
American Welding & Gas, Inc.	reciprocating blade - shop supplies	30.60
Andy McFaul	Balance Refund/920 & 871 Pinyon Pl.	78.23
A-Plus Services, LLC / East Ridge Towing	tow from exit 1 I-90 to SPD - 20P001023	460.00
Arrow Survey Group, Inc	Professional Services-#5705	1,200.00
Automationdirect.com	filter mats and ultimate series enclosure	889.00
Axis Forensic Toxicology, Inc	Lab Results - 20P000704 and 20P000875	924.00
Ben Hawkins	Duty boot reimbursement	150.00
Bighorn Design Studio, LLC	shirts for Hauf - st	135.00
Bomber Mountain Transport LLC	2.4 snow removal - sr	977.50
Braydee & Tess Wile	Deposit Refund/939 W 10th St.	62.59
Brian's Boot & Shoe	MarkS Work Boots	179.95
Buggy Bath Car Wash	Monthly Truck Washing for SWR - January 2020	119.84
Burns & Mc Donnell	PAYT - October 2019/preperation cell 10	17,969.25
C & K Equipment	new bobcat - parks mounting frame new bobcat	56,747.60
Carolyn A. Byrd	Planning Commission and BOA minutes	125.00
Carquest Auto Parts	Parts and supplies	265.11
CED- Consolidated Electrical Distributers Inc.	mogul base - lights signs	449.12
Chemtrade Chemicals US LLC	ALUM Sulfate	6,770.46
CMI-Teco	injector unit 3.32 recycle	381.97
Connie Gentzler	Balance Refund/1991 Stadium Dr.	59.11
Country Bounty	Christmas Clean Up Ads	231.00
County Trash, LLC	Dumpster pickup- bi weekly- 2/1	110.00
Croell Redi-Mix Inc.	Leak repair- riverside, coffeen	2,033.00
Dana Kepner Company	brass saddle 4,6,8,10,12inch	1,879.55
D-H Technologies, LLC	Service Call to Fix Phone Issues at Landfill	200.00
Diamond Bolton	Deposit Refund/1744 Yonkee Ave.	33.19
DPC Industries, Inc.	2000# Chrlorine tank rent- Jan	50.00
Ed Hammer Inc	Repair of damaged police car	22,120.88
Employ, LLC	Temporary Labor	6,566.39
Energy Laboratories, Inc	Total Organic Carbon testing - February	178.00
Fastenal Company	18 Vt Dewalt XRP Drill/ Driver, battery & charger	253.32
Fire Engineering	Annual subscription for Chief Harnish 211073	24.00
Galls, LLC	Name Tags and duty shirts	364.14
Geotec Industrial Supply	flexible delineators - signs	3,308.56
Hach Company	DR 6000,2 online pH probes,Solitex sensor agreemnt	11,446.37
Hawkins Inc	chemical	5,539.77
Heartland Kubota, LLC	locking pin,hex nut,hydraulic hose,starter switch	296.59
Home Depot	kingsford matchlight, sandpaper, jigsaw, blades	876.63
HUB International Mountain States Limited	Notary Bond - Valentine	50.00
InfoSend, Inc.	January 2020 - Billing Stmts, Postage, Mo. Svc Fee	2,416.79
Interstate Engineering, Inc.	Kendrick Pool Assessments & Upgrade #5717	44,050.00
Jill W Chase	SPAC Coordinator for February 2020	1,000.00
J-K Trucking	2.11-2.14 snow haul - sr	1,806.25
John Deere Financial #1111308145	Chains for Truck 20/back hoe tooth, tow strap	587.47
Joy Hayworth	Deposit Refund/1411 Holloway Ave.	34.38
Karen B. Burtis	Reimbursement for Registration/Airfare	3,214.40
Kilpatrick Creations Inc.	Embroidery for Shirts - Ron P - Solid Waste	88.75
Knecht Home Center	Credit - chain loop stihl bar - parks	(77.93)
Kubat Equipment & Service Co	Fuel Pump Repair from Lightning Strike	7,074.50
Luke A Goddard	Medical Doctor Coverage for March 2020	500.00
Mary Gwen Brayton	Balance Refund/190 E Montana St.	59.30
Morrison-Maierle, Inc.	NSI-Utilities & Enhancements-CA #4729	3,000.25
Morton Salt, Inc	1 Truck (25 Tons) Salt	5,373.34
Napa Auto Parts	Floor Dry for Fuel Spills/supplies	328.47
Norco, Inc	Supplies	1,035.25
Office Shop Inc	Copy Charges 02/02/20 - 03/01/20	463.42
Office Shop Leasing	Lease Payment 8 of 60 - February 2020	89.54
Pfitzer Pest Control, LLC	pest control for mice issue from garbage trucks	138.00

Vendor Name	Description	Total
Philip & Sharon Plett	Balance Refund/1137 S. Thurmond St.	5.00
Powder River Heating & Air Conditioning, Inc	Replaced Thermostat at Recycling Center	176.10
Powder River Power Co	hose fitting adapter/coupler unit, hose assembly	214.75
Prothman	City Administrator Search	6,166.67
Quality Code Publishing	Supplement No 43	2,446.50
Radwell International, Inc	1/8 inch check valves, output module	391.56
Railroad Management Company III, LLC	Railroad lease	258.95
Roll 'N' Rite Doors Inc.	UM bay door repairs	142.50
Ryan & Rachel Aschbacher	Balance Refund/507 N Sheridan Ave. #104	37.92
Schoeny Inc	Snow hauling	1,933.75
SCS Engineers	Tipping Fee Study - January 2020	1,974.90
Servall Uniform & Linen Supply	Rug cleaning	597.47
Severson Supply Co. Inc.	blades unit 4.39 sr	659.72
Shaunessey Reeves	cleaning services - parks	575.00
Sheridan Commercial Co.	cleaner, batteries,cut key,knob lock, hole saw kit and other supplies	1,257.76
Sheridan County Chamber of Commerce	Eggs & Issues Registration (R.Bridger)	15.00
Sheridan Printing Inc	Envelopes for Treasurer`s office	432.00
Sherwin Williams	paint, tape and rollers	69.54
Source Office & Technology	Pens - Notebooks and Reams of Copy Paper	284.63
Sreebranav Pankaj	Deposit Refund/1453 Highland Ave.	5.78
Steamboat Trucking & Services LLC	2.11-2.14 snow hauler - sr	1,785.00
Sutphen Corporation	Starter Switch for Truck 1 KJ Inv 40039988	42.92
Tele-Works, Inc	inHance Annual Subscription Fee 4.1.20-3.31.21	13,618.00
Terry Stewart	Liquor License Refund	190.00
The Country Hospital for Animals	K-9 Charlie dental work and medication	603.10
Thomas J Klepperich	Municipal Court Judge Billing, January 2020	1,450.00
Tire Rama	tire tube and installation on Backhoe/tires	1,994.45
Tom O'Leary	Wellness Plan Participation Reimbursement	92.91
Top Office Products Inc	Replace Admin Office Chair Dbomar/ink/toner	767.58
Toter LLC	100 95-Gallon Cans for Solid Waste	5,591.28
Tri State Truck & Equipment, Inc	mounting strap unit 4.32 recycle	706.92
Trihydro Corporation	Monitoring Well Sampling and Reporting - Jan 2020	19,584.44
TW Enterprises, Inc	Heater Block 1000w 120 v	258.71
TWS Trucking Services, LLC	Snow removal	7,140.00
USA Blue Book	Interenet Office series UPS	1,230.25
Verizon Wireless	MDC aircard charges Feb 2020	360.19
Vertical Door Solutions, Inc.	Replaced Bad Wire Nut on Door	80.00
VRM, Inc.	Labor and Parts	1,720.93
Wagner Ranch Services, LLC	Snow removal	6,849.58
WatchGuard, Inc.	Hard Drive repair	339.00
Winsupply of Sheridan Wy Co	lift station repairs, curb stops,anode,ball valve	3,610.76
WWC Engineering, A Division of	Malcolm Wallop Pond/Goose Creek Piezometer well installation	4,510.15
WY Dept of Transportation	N Sheridan Interchange Public Involvement #4729	225,621.65
Wyo Ag Services, LLC	snow removal - parks	1,050.00
Wyoming Assoc Rural Water	Spring Training Conference- Mitch	395.00
Wyoming Machinery Co	step unit 4.39 st	62.41
Zowada Plumbing & Heating Inc	Replaced backflow preventer in station	734.63
Grand Total		547,037.49

City of Sheridan
Regular Payroll paid on 02/28/20

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 02.28.20	368.00
Aflac	Regular Payroll 02.28.20	1,426.35
Blue Cross Blue Shield of Wyoming	Regular Payroll 02.28.20	74,687.89
Child Support-Ohio	Regular Payroll 02.28.20	196.14
Circuit Court of Sheridan	Regular Payroll 02.28.20	624.52
CITCO FCU	Regular Payroll 02.28.20	2,795.13
First Federal Savings Bank	Regular Payroll 02.28.20	9,448.68
HealthEquity, Inc.	Regular Payroll 02.28.20	2,587.62
Idaho Child Support Receipting	Regular Payroll 02.28.20	258.92
IRS 941	Regular Payroll 02.28.20	69,114.01
LOCAL 276, IAFF	Regular Payroll 02.28.20	800.00
Minnesota Child Support Payment Cent	Regular Payroll 02.28.20	194.27
Nationwide	Regular Payroll 02.28.20	34.28
Office of Child Support Enforcement (SI	Regular Payroll 02.28.20	214.62
Optum Bank, Inc.	Regular Payroll 02.28.20	622.93
Orchard Trust	Regular Payroll 02.28.20	3,572.96
Security State Bank	Regular Payroll 02.28.20	364.59
Sunlight Federal Credit Union	Regular Payroll 02.28.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 02.28.20	7,955.83
VSP	Regular Payroll 02.28.20	1,114.77
Workers' Safety &	Regular Payroll 02.28.20	4,861.55
Wyoming Retirement System	Regular Payroll 02.28.20	64,607.48
Wyoming State Disbursement Unit	Regular Payroll 02.28.20	1,064.93
Grand Total		248,707.99

City of Sheridan
Prepaids paid on 02/20/20

Sum of Amount		
Vendor Name	**Description**	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	**1,302.08**
Dick Anderson Construction Inc.	Redo Check Name Change Overpayment KWN	**21.30**
Fred Pryor Seminars	Renew Membership for Scarlet for 12 months	**199.00**
Justin Bishop	Turf Management Services - February 2020	**5,583.33**
Montana Dakota Utilities	pump stations, lift stations/numerous electric bills	**20,170.21**
Grand Total		**27,275.92**

City of Sheridan
Prepaids paid on 02/27/20

Sum of Amount		
Vendor Name	**Description**	Total
Montana Dakota Utilities	Um shop, pump stations/Numerous electric bills	**14,655.29**
Pam Thompson	March Housing Allowance for Interim CA	**1,000.00**
Grand Total		**15,655.29**

CITY OF SHERIDAN, WYOMING

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

City Administrator

MEMORANDUM

Project Name:	Draft Fiscal Year 2021 Strategic Priorities - Interim City Administrator Mike Jackson
From:	Mike Jackson, City Administrator
To:	Mayor and Council
CC:	
Date:	02/27/2020

Recommendation:

Discussion Only

Discussion:

At the February 24,2021 Strategic Planning session, the Council discussed and updated their Strategic Priorities. The priorities are included here for reference and for discussion by Council. Once approved, Staff recommends that the priorities will be included in the 2021 Budget and updated in subsequent budget years.

Attachments

CITY OF Sheridan

WYOMING

Strategic Planning Session
February 24, 2020

Planning for the future……

- Today's Agenda
  - Review and update of Council Strategic Priorities
  - Develop project list and priorities for 1% Cap Tax
  - Consensus on future agenda items and dates/times for strategic planning sessions
  - Brainstorming

Review and Update of Council Priorities

Strategic Priority Update Discussion Format

- Review/discuss original 2019 Priorities
  - Priorities were initiated in October 2018
  - June 2019 Updates
  - December 2019 Updates
  - February 2020 Updates
- Edit list of Priorities per Council Direction
  - Update, add or remove priorities
  - Include priorities in 2021 Budget

Sheridan City Council Strategic Priorities

1. Attainable Housing
2. Enhancement of East 5th Street Corridor and Railroad Historic District
3. Parks and Recreation Master Plan Update
4. Downtown Property Opportunities (C&C Tire Property)

Other Initiatives

1. Waste Diversion

Attainable Housing

- **Theme Areas:** Economic and Community Development
- **Goals:** Enabling new housing projects to move forward, and encouraging reuse of existing housing and infill development.
- **Description:** Working collaboratively with the Sheridan Economic and Educational Development Authority (SEEDA), the City Council will guide the development and implementation of a comprehensive initiative to increase housing choice for all community residents. This initiative will engage the various community stakeholders (builders, realtors, property owners, employers, residents) and will assess need, explore code and policy changes, and explore opportunity projects.
- **Potential Metrics:** Units of housing developed, median home price, median rent, and housing units rehabbed

Attainable Housing
June 2019 Update

- Goal Refinement:
  - Focus on increasing diversity of housing (addressing diversity of need)
  - "Missing Middle" emphasis
  - Recognize connection to workforce opportunity
  - Partnership with other stakeholders on education issues (financial planning, expectations v. cost)

- Metric Refinement:
  - Needs Assessment
  - Other indicators (utility costs, employment and wages)

- Action Items:
  - Code Audit
  - Assessment of housing need
  - Review utilities costs and fees

Attainable Housing December 2019 Update

- Code Audit performed by Cascadia Group
  - The Housing Action Team was formed and participated in the Code Audit
- Ordinance 2200 was passed by Mayor and City Council
  - This ordinance updated R-2, R-3, B-1, and B-2 Zoning
    - The Highlights were removing minimum lot sizes
    - Reducing Parking Requirements
    - Allowing credit for on-street parking
- Utilities Costs and Fees
  - Developing a Plant Investment Fee (PIF) structure that supports affordable housing
    - Graduated Scale model
  - Estimated completion in May 2020
- Remaining Action Item:
  - Housing Inventory
  - Explore the use of "Additional Dwelling Units" in R-1 Zoning

Attainable Housing February 2020 Update

- Explore the possibilities of "Additional Dwelling Units" in the R-1
  - This will be undertaken with the New Community Development Director
  - Housing Needs Assessment, This will be budgeted with the Fiscal Year 2021 Budget, Staff will reach out to SEEDA and other potential Partners.
- Measure Metrics
  - Number of Townhome type lots platted
  - Number of Apartment type dwellings
  - Compare Building Permit statistics to Needs Assessment

Enhancement of East 5th Street Corridor and Railroad Historic District

- ***Theme Areas:*** *Facilities and Infrastructure, Heritage and History*

- ***Goals:*** Continue the development of the 5th Street Corridor and nearby Railroad Historic District as an attractive entrance into the community and gateway to the historic downtown.

- ***Description:*** The City Council will work jointly with staff and stakeholders to identify and prioritize projects that implement key components of the *East 5th Street Corridor Plan* and the *Sheridan Railroad Historic District Master Plan*. Particular emphasis will be placed on projects that improve the visual appearance and safety of the corridor and historic district, preserve neighborhood character, and encourage the rehabilitation of existing housing stock. The Council will work with staff to identify funds and other resources to implement prioritized projects.

- ***Potential Metrics:*** Projects completed, trees planted, area of landscaping installed, housing units rehabbed.

Enhancement of East 5th Street Corridor and Railroad Historic District June 2019 Updates

- Goal Refinement:
  - Completion of update to 5th St plan
  - Focus on moving from concept to design and project prioritization
  - Understand interrelated issues (utility capacity, housing)

- Metric Refinement:
  - Prioritization of projects

- Action Items:
  - Identify priority projects with emphasis on streetscape and viewshed
  - Continue to identify funding sources for priority projects
  - Additional exploration areas: land acquisition (viewshed/widening), underpass, Restoring Rotary Park Train.

Enhancement of East 5th Street Corridor and Railroad Historic District December 2019 Update

- Public Involvement has been started
- Design is approximately at 80%
- City has worked with WYDOT to build a traffic signal at 5th Street and Sheridan Avenue
- Staff is working with the consultant to design an early warning system for the train crossing on 5th Street
- A Request for Proposals has been advertised to remediate the asbestos on the historic train

Enhancement of East 5th Street Corridor and Railroad Historic District December 2019 Update (cont)

- Funding Sources:
  - Capital Facilities Tax (CAP Tax)
  - 1% Optional Tax
  - SUSAC (Sheridan Urban Systems Advisory Committee)
  - Public Benefit Fund

- The Agreements have been signed with WYDOT
  - SUSAC (Sheridan Urban System Advisory Committee) In cooperation with WYDOT and Sheridan County
  - Design of the Traffic Signal at Sheridan Avenue and 5th Street (WYDOT)

- Construction is planned for late fall of 2020 or Early Spring of 2021
  - This is due to the additional funding of SUSAC and the Traffic Signal

Parks and Recreation Master Plan

- ***Theme Areas:*** *Water Quality, Open Space, Pathways & Recreation*

- ***Goals:*** Maintain clean and safe recreational facilities for the benefit of Sheridan residents and visitors (of all ages and abilities), increase access to water and Pathways connectivity.

- ***Description:*** The City Council has empowered staff to carry out and allocated funding for the update of the Parks and Recreation Master Plan, and Peaks to Plains Design has been retained to facilitate the plan's update. Specific focus areas of the update should include Kendrick Park and the existing pool facility, the Doubleday Sports Complex, Gateway Park, and projects along Big and Little Goose Creeks. Projects identified as part of plan implementation will be prioritized and funded as part of the annual budget preparation process.

- ***Potential Metrics:*** Projects completed, area of new facilities developed, linear feet/miles of new Pathway or bike lanes, other metrics identified by the plan update

Parks and Recreation Master Plan June 2019 Update

- Goal Refinement:
  - Address issue of increase in number/type of facilities versus sustainability
  - Efforts need to be aware of Rec. District efforts
- Metric Refinement:
  - Incorporate plan components
- Action Items:
  - Update to Parks and Rec. Master Plan needs to address: facility sustainability, water, cost to serve, sinking funds for facilities, and staffing
  - Explore endowment and private foundation.

Parks and Recreation Master Plan December 2019 Update

- The update has been completed
  - A statistically valid survey was completed with the update
  - This gave important information to staff on items of importance to the community
    - Kendrick Park Pool
    - Pathway System
    - Complete projects prior to starting new projects
      - Blacktooth Park design and phase I

Parks and Recreation Master Plan February 2020 Update

- Complete projects prior to starting new projects
  - Restrooms for Blacktooth Park are under design
  - Inclusive Playground for Blacktooth Park are under design
- Review Contracts with 3rd Parties
  - Staff is working with the Recreation District to update Contract
  - Staff is working with the Sheridan Athletic Association to update Contract
- Review Staffing for Parks Department
  - Staff is working on update for FY 2021 Budget

Downtown Property Opportunities (103 North Gould Street)

- ***Theme Areas:*** *Economic and Community Development*
- ***Goals:*** *Strategically* acquire the 103 North Gould Street property and other downtown properties, and redevelop to provide public parking and project opportunity sites.
- ***Description:*** The City Council will follow through with the acquisition of the 103 North Gould Property, and then guide an exploration of potential options for the acquisition of other viable downtown properties. The redevelopment of the building on the 103 North Gould Street property should include funding a feasibility assessment of potential uses and their benefit to the downtown. Possible projects for acquired downtown properties include consolidated offices and facilities for economic development stakeholders (e.g., Business Incubator, Chamber of Commerce, Forward Sheridan, Travel and Tourism, etc.). Other potential uses include a maker's space or adaptive reuse for retail or niche manufacturing.
- ***Potential Metrics:*** Projects completed

Downtown Property Opportunities (103 North Gould Street) June 2019 Update

- Goal Refinement:
  - Address issues of lighting, parking enhancement, and directional signage (particularly for parking)
  - Evaluations of opportunity for downtown properties should account for costs of ownership and maintenance

- Metric Refinement:
  - Costing assessment
  - Include citizen evaluation (online opportunities)

- Action Items:
  - Assess 103 North Gould Street property opportunities
  - Develop framework for exploring other options and pursue evaluation of other properties

Downtown Property Opportunities December 2019 Update

- Building Assessment of 103 North Gould Street Completed
  - The building is structurally sound, but requires a complete remodel for use other than cold storage
    - Reconfigure to Office Space $1.2 - $1.4 million
    - Reconfigure to Assembly Space $1.3 - $1.5 million
    - Reconfigure to Apartments $1.3 - $1.5 million
    - Complete Demolition $256,000
- Explored one additional property
  - The property was not a viable City project

Downtown Property Opportunities 103 North Gould Street February 2020 Update

- Staff is looking for direction from Mayor and Council
  - One option is remodeling the front portion of the building for downtown public restrooms, a display area, and continued cold storage for equipment in the rest of the building.
  - Preliminary Estimated costs for this are:
    - Outside Improvements including roof replacement and new overhead doors $485,500
    - Install two ADA compliant restrooms, HVAC, and other interior improvements $156,600
    - Total with 20% contingency $785,520
    - Staff will continue to work with the Streets Department to overlay the rest of the parking lot.

Other Initiatives – Waste Diversion

- Goal Landscape:
  - Increase levels of waste diversion (above 49%)
  - Overcoming the recycling plateau
  - Explore waste to energy
  - Explore curbside recycling for glass
  - Education
- Goal Implementation Items:
  - Future study session
  - RFID tagging/Pay as you throw
  - Blocking green waste
- Action Items
  - Future Council work session topic

Waste Diversion December 2019 Update

- Designed and implemented the Pay-As-You-Throw and Commercial Organics Collection Pilot Programs
  - Pilot programs: November thru April 30, 2020
  - Report pilot study findings to City Council in May
- Policy work needed for on-site source separation of C&D material
  - Consideration in Spring 2020

Waste Diversion
February 2020 Update

1% CAPITAL FACILITIES Tax

- Resolution 31-13
  - Joint resolution approving proposition for continuation of 1% specific purpose excise tax for November 5, 2013 Special election (handout)
- Update on project completion from 2013 Special Election
- WY Statute 39-15-204(a)(iii) (handout)
- 2020 Cap Tax Timeline (handout)
- Identify projects
  - Staff has provided suggestions
  - Council can add or subtract
- Active Spreadsheet
  - Council will identify funding and priorities in real-time on live spreadsheet.

Draft 1% Capital Projects List

- Hill Slide debt repayment
- Kendrick Park Pool Upgrades
- Main Street Improvements
- Adams Ranch Pathway
- Hub Parking Lot
- Lewis Street Reconstruction
- Alley Improvements -
- Bridge Repairs
- Water and Sewer Projects
- North Heights Water Main Replacement
- South Downtown (Residence Hill) Improvements
- Thurmond Street Reconstruction
- 103 North Gould Street Building Improvements
  - Resurface parking
  - Add restrooms
  - New roof
  - Spruce it up a bit
    - City Shop/vehicles part of theme
- Improve alleyways
- Concrete Structure that goes with 1135 river project
  - Not necessarily for approval but to introduce the topic
- Traffic Improvements
  - 5th and Long Roundabout
- Pathways

Brainstorming

- Capture Council thoughts about City issues and operations for further follow-up.
- Council can invite staff to participate if you choose but staff will not rank ideas.
- Ideas will be written down and Council will rank them at end of session.
- Staff will report back with a schedule for resolution or completion on top ideas as determined by council.
- Council can change these Brainstorming "rules" as they wish.

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:	Pay-As-You-Throw & Commercial Organics Collection Pilot Study Update - Utilities Director Dan Roberts
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	
Date:	02/27/2020

Discussion:

This item will be discussed further at the Council Meeting on 3/2/20.

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:	Capital Facilities Project List - Interim City Administrator Mike Jackson and Public Works Director Lane Thompson
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	Interim City Administrator Mike Jackson
Date:	03/02/2020

Attachments

Capital Facilities Projects

City of Sheridan Capital Facilities Tax Projects

Capital Facilities Tax Project list						
Project Name	**CIP Matrix Rank**	**Description**	**Estimated Project Cost**	**Capital Facilities Tax Amount**	**Public Benefit/One Cent/Enterprise Funds**	**Cap Tax Needed For Project Completion**
Estimated Funding Over 6 Years				**22,000,000**	**19,650,000**	
North Sheridan Interchange		Utility and Street Replacement	1,400,000	1,400,000		0
Main Street 3-Lane Configuration		Convert Main Street to 3 lane configuration	355,000	255,000	100,000	0
Kendrick Outdoor Pool	25.5	Kendrick Outdoor Pool Renovation (3.3M to 5.4M)	3,300,000	2,680,000	620,000	0
Bridge Repair	30	Silica Fume and Deck Repair	1,700,000	1,700,000	-	0
HUB Parking Lot		Existing Parking Lot Renovation	2,000,000	1,700,000	300,000	0
North Heights Waterline	32.5	Watermain and Road Surface Replacement	6,205,000	3,105,000	3,100,000	0
South Downtown Improvements	36.5	Utility and Street Replacement	6,040,000	3,540,000	2,500,000	0
Lewis Street Reconstruction	30.5	Utility and Street Replacement	4,700,000	3,000,000	1,700,000	0
Downtown Alleys		Resurfacing & Drainage Improvements	1,500,000	1,500,000	-	0
East Downtown	31.5	Utility and Street Replacement	5,057,000	1,000,000	4,057,000	0
South Thurmond Street Reconstruction	36	Utility and Street Replacement	3,270,000	1,770,000	1,500,000	0
5th Street and Long Drive Roundabout	30	Traffic Flow Improvements	2,032,500	750,000	1,282,500	0
Main Street Reconstruction	36.5	Utility and Street Replacement	3,500,000	1,000,000	2,500,000	0
Coffeen Avenue Widening Pathway (Adams Ranch)		Pathway from Sheridan College to Woodland Park	1,500,000	750,000	750,000	0
Gould Street Parking & Public Restrooms		Addition of Parking and Public Restrooms	835,000			(835,000)
Sheridan Avenue Reconstruction	32.2	Utility and Street Replacement	2,700,000		1,300,000	(1,400,000)
Emerson Street Reconstruction	28.5	Utility and Street Replacement	5,100,000		2,600,000	(2,500,000)
5th Street to Lewis Street Reconstruction of Side Streets	27.5	Utility and Street Replacement	6,000,000		3,000,000	(3,000,000)
Terra, Riverside, South Sheridan Avenue Water Main and Street Reconstruction	23	Utility and Street Replacement	2,220,000		720,000	(1,500,000)
Economic Development; Transportation, Utility Infrastructure, Property Acquisition		Economic Development				0
Little Goose Concrete Chutes		>10 Years				0
West Beltway (82801)		>10 Years				0
Double Day Sports Complex		>10 Years				0
						0
						0
						0
						0
						0
Total			58,014,500	22,750,000	26,029,500	(9,235,000)
Previously Committed Funding		**Funding = Over/(Under)**		(750,000)	(6,379,500)	
Staff Recommendation						

North Sheridan Interchange



Project Location: I-90 and Decker Road intersection, north of Sheridan

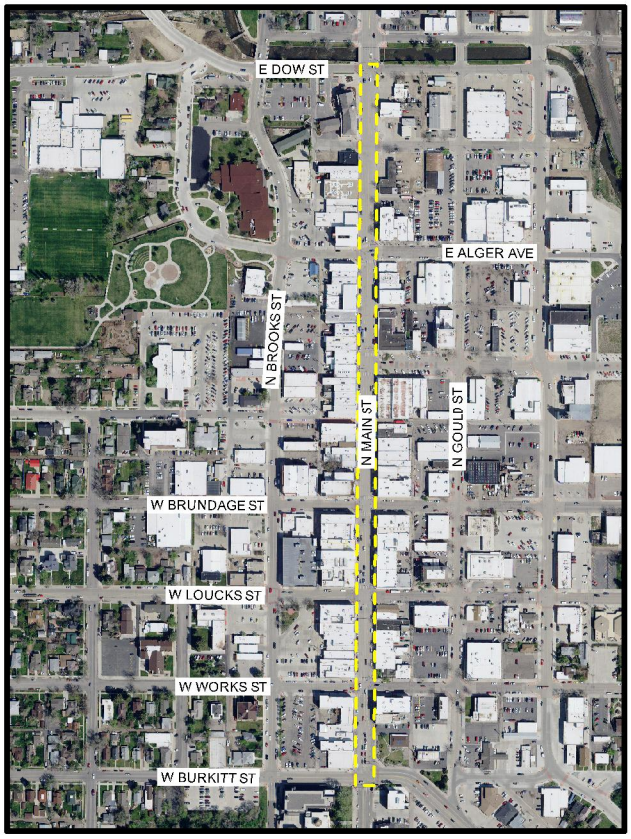
Description: The project included the construction of a diamond interchange and new bridge, north of Sheridan, on I-90. The constuction of the interchange is complete and other landscaping and pathway projects continue around the new interchange. The continued funding allocations under this project are for the payments on the $1.4 million loan.

Justification: The constructed diamond interchange configuration provides a safer interchange for the north entrance to Sheridan. Additionally, the aesthetic and landscaping improvements provide a more welcoming entrance and enhance the ongoing improvements in north Sheridan. ADA improvements and additional pathways and lighting have further expanded the ability for safe pedestrian traffic.

Budget Year	North Sheridan Interchange								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023					$700,000				$700,000
2024					$700,000				$700,000
TOTAL					$1,400,000				$1,400,000

CITY OF Sheridan WYOMING

Main Street Three-Lane Configuration



Project Location: Main Street between Dow Street and Burkitt Street

Description: This project includes permanent repainting of parking and lane markings along Main Street. Additionally, signal heads and signage will need adjustments or improvements to facilitate the lane configuration. The proposed lane configuration includes one travel lane in each direction, a shared center-turn-lane, on-street parking on each side of the street, and a buffer zone between on-street parking and the travel lanes.

Justification: The result of a three lane configuration along Main Street should offer a more inviting downtown area that is more pedestrian-friendly and more capable for events and meeting spaces. Other motives for the updated lane configuration include improved safety for pedestrians and vehicles parked on the street.

Budget Year	Main Street Three-Lane Configuration								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023									
2024				$100,000	$255,000				$355,000
TOTAL				$100,000	$255,000				$355,000

CITY OF Sheridan WYOMING

Kendrick Park Pool



Project Location: Kendrick Park **($3.3 million to $5.4 million)**

Description: This project involves constructing a new outdoor pool or refurbishing the pool with a new liner; replacing pumps, heaters, electrical, and deck; and remodel interior locker rooms, all while preserving the historical exterior of the mechanical, snack bar, and changing room buildings.

Justification: The Kendrick Park Pool needs major upgrades or a complete replacement. Survey results from the Parks & Recreation Master Plan Update indicate a high community interest in improving parks in general, with many specific references to improvements to the Kendrick Park Pool.



Budget Year	Kendrick Park Pool								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022					$1,800,000				$1,800,000
2023					$1,800,000				$1,800,000
2024					$1,800,000				$1,800,000
TOTAL					$5,400,000				$5,400,000

CITY OF Sheridan
WYOMING

Bridge Repair at Brooks & Val Vista Street, Water & Works Street



Project Location: Brooks & Val Vista Street between Dow Street and 1st Street and Works Street adjacent to Water Street

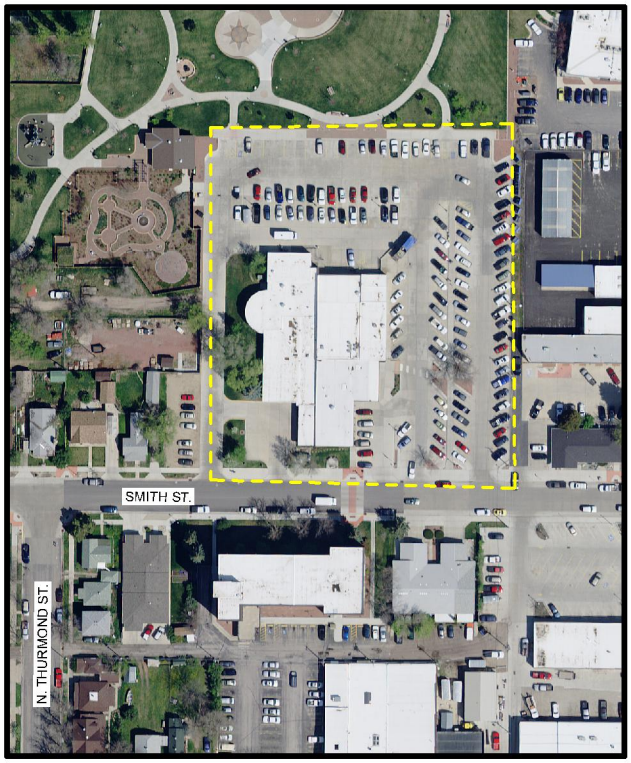
Description: This project will include rehabilitation of the bridge decks at these locations.

Justification: The bridge decks need rehabilitation to meet structural and ride quality requirements.

Budget Year	Bridge Repair at Brooks & Val Vista Street, Water & Works Street								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022					$800,000				$800,000
2023					$500,000				$500,000
2024					$400,000				$400,000
TOTAL					$1,700,000				$1,700,000

CITY OF Sheridan WYOMING

The Hub on Smith - Parking Lot Improvements



Project Location: The Hub on Smith Street

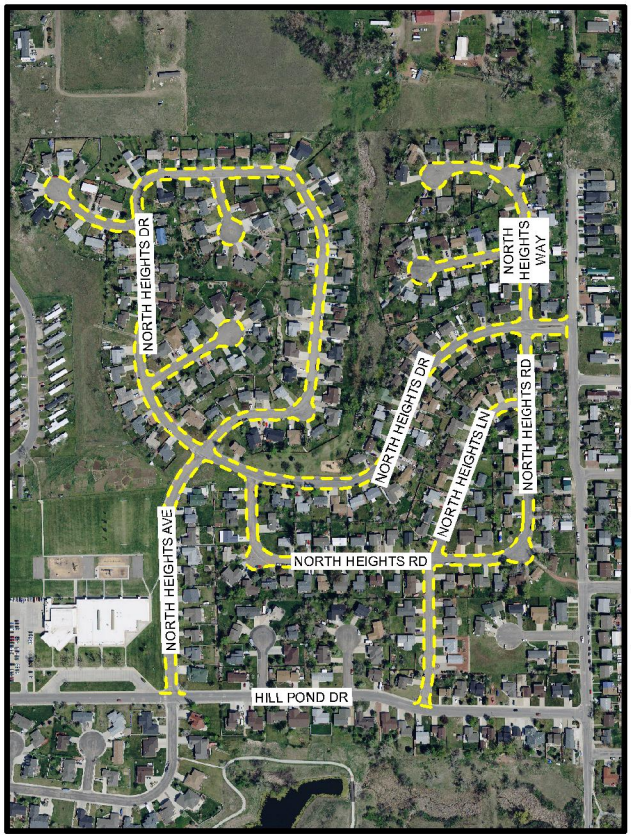
Description: The parking lot at the Hub on Smith will receive improvements to its parking lot including new surfacing and striping, ADA improvements, landscaping, lighting, curb and gutter, and sidewalks.

Justification: The project will replace the concrete pavement that is nearing the end of its serviceable life in addition to providing safety and aesthetic improvements for pedestrians. Additionally, considerations for the increase in traffic flow from the bus transit service that utilizes the parking lot will be made to improve traffic flow and safety. The site lighting and ADA improvements will increase the safety for pedestrians during all hours of operation of the facility.

Budget Year	The Hub on Smith - Parking Lot Improvements								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023					$1,000,000				$1,000,000
2024					$1,000,000				$1,000,000
TOTAL					$2,000,000				$2,000,000

CITY OF Sheridan WYOMING

North Heights Water Main Replacement



Project Location: North Heights Subdivision

- North Heights Circle
- North Heights Terrace
- North Heights Place
- North Heights Drive
- North Heights Avenue
- North Heights Lane
- North Heights Road
- North Heights Court
- North Heights Way



Description: This project involves replacing the existing DIP water mains with PVC and resurfacing the associated streets.

Justification: The existing DIP water mains in this area are susceptible to corrosion and have experienced significant breaks evidenced by four water main breaks recorded in 2017 within the North Heights area. A full replacement of the aging water lines will reduce the resources spent on future breaks that are expected within the remainder of the aging water mains. In addition, the corresponding streets are reaching the end of their service life and their reconstruction will coincide nicely with the water main replacement.

Budget Year	North Heights Water Main Replacement								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023					$1,255,000		$1,730,000		$2,985,000
2024	$350,000				$1,850,000		$1,000,000		$3,200,000
TOTAL	$350,000				$3,105,000		$2,730,000		$6,185,000

CITY OF Sheridan
WYOMING

South Downtown Improvements



Project Location:

- Whitney Street from Thurmond Street to Main Street
- Perkins Street from Tschirgi Street to Main Street
- Kilbourne Street from Thurmond Street to Main Street
- College Avenue from Thurmond Street to Main Street
- Tschirgi Street from College Avenue to Whitney Street
- Brooks Street from College Avenue to Burkitt Street

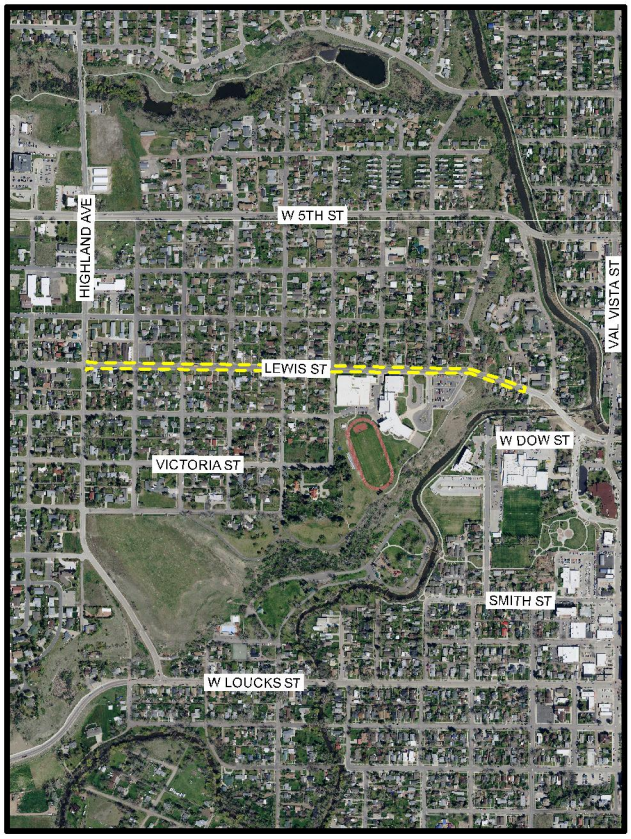
Description: The project includes replacing aging utilities (water, sewer, and storm) and street reconstruction, including widening of streets and sidewalks, and removal of trees at or near the end of their life cycle.

Justification: Utilities and surfacing in these locations are aging and showing signs of degradation and corrosion. The replacement of the utilities with modern pipe materials will decrease the resources needed for utility maintenance. The street surfacing is nearing the end of its serviceable life and requires reconstruction along with the utilities.

Budget Year	South Downtown Improvements								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	General Fund	Total Cost
2020									
2021					$100,000				$100,000
2022	$350,000	$50,000			$1,435,000				$1,835,000
2023		$300,000		$50,000	$755,000		$1,400,000		$2,505,000
2024	$200,000	$150,000			$1,250,000				$1,600,000
TOTAL	$550,000	$500,000		$50,000	$3,540,000		$1,400,000		$6,040,000

CITY OF Sheridan
WYOMING

Lewis Street Reconstruction



Project Location: Lewis Street from Highland Avenue to Arlington Boulevard

Description: This project includes replacement of the 6-inch CIP water main and 8-inch and 10-inch VC sanitary sewer main along the mentioned street. Resurfacing of the street will be included with the utility replacements.

Justification: This section of Lewis Street contains poor double gutters, surface potholes, and has a poor ride through degraded intersections. Lewis Street also had several mentions in the CIP survey regarding the condition of the street. The soil at this location is classified as corrosive to very corrosive causing accelerated degradation of the water main and sanitary sewer main. The replacement of these utilities with modern pipe materials will mitigate future utility maintenance burdens at this location.



Budget Year	Lewis Street Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$250,000	$250,000			$1,500,000	$500,000			$2,500,000
2024	$250,000	$250,000			$1,419,000	$300,000			$2,219,000
TOTAL	$500,000	$500,000			$2,919,000	$800,000			$4,719,000

CITY OF Sheridan
WYOMING

Downtown Alleys



Project Location: Alleys along Main Street.

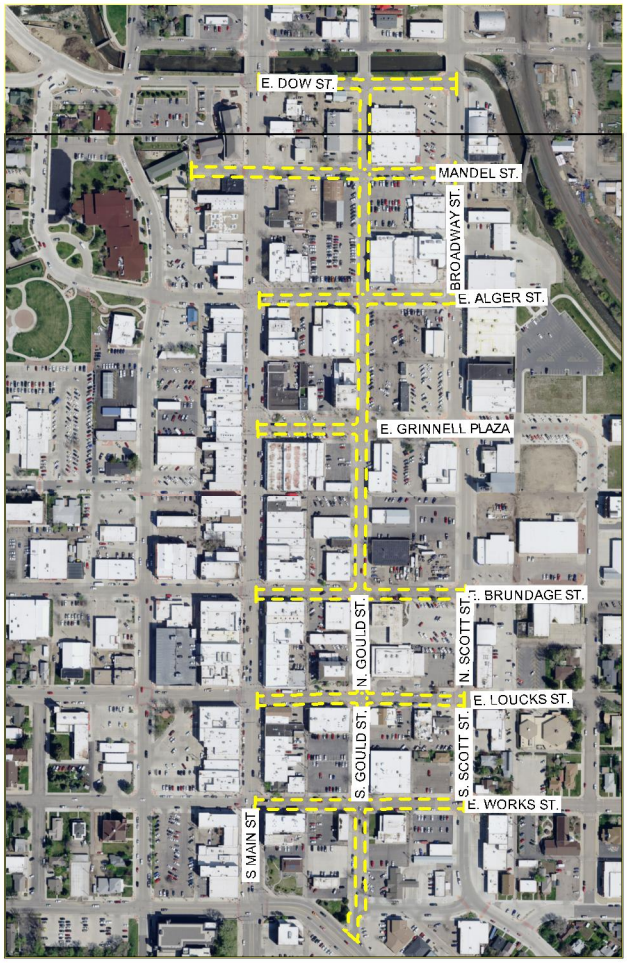
Description: This project will include drainage improvements and surface restoration to alleys in the downtown area of Sheridan.

Justification: The alleys along Main Street currently have poor drainage and the existing surfacing is reaching the end of its useful life. The resurfacing and drainage improvements to each alley will extend the useful life and provide safety improvements for vehicles and pedestrian traffic.

Budget Year	Downtown Alley Improvements								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023									
2024					$1,500,000				$1,500,000
TOTAL					$1,500,000				$1,500,000

CITY OF Sheridan WYOMING

East Downtown Improvements



Project Location:

- E. Works Street from Main Street to S. Scott Street
- E. Loucks Street from Main Street to N. Scott Street
- E. Brundage Street from Main Street to N. Scott Street
- Grinnell Plaza from Main Street to N. Gould Street
- Alger Street from Main Street to Broadway Street
- Mandel Street from Main Street to Broadway Street
- E. Dow Street from Main Street to Broadway Street
- N. Gould Street from Coffeen Avenue to E. Dow Street

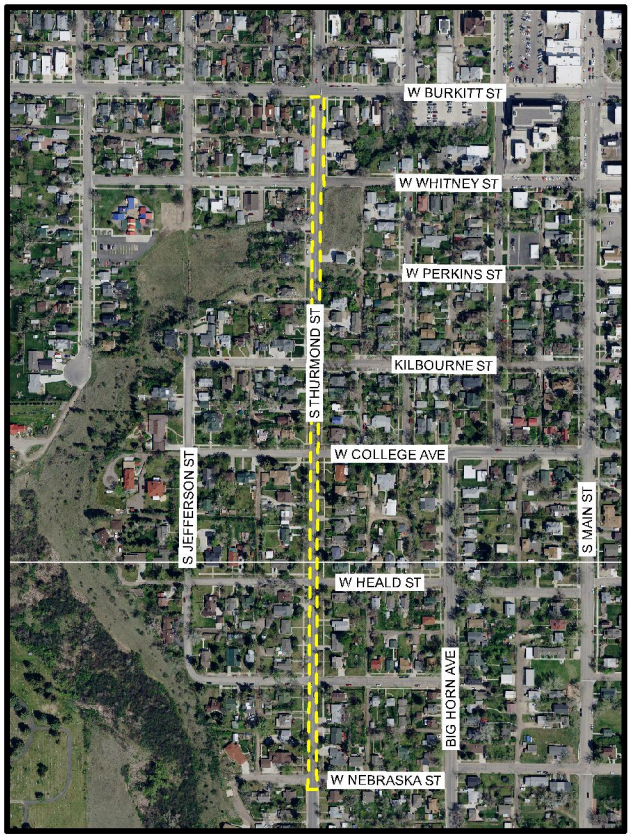
Description: This project consists of replacing CIP/DIP water lines as well as VC sewer lines. In addition to replacing water and sewer lines, the streets that are affected will be repaved to replace deteriorating asphalt and concrete surfacing. The streets that do not have water and sewer lines to replace will be rotomilled and overlayed. There will also be minimal amounts of sidewalk and curb and gutter.

Justification: The existing water infrastructure is obsolete and requires more maintenance than the materials used today (PVC). Since the corresponding streets are also in disrepair, it is more cost effective to replace the surfacing while the streets are opened up for the utility upgrades.

Budget Year	East Downtown Improvements								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$250,000	$250,000		$500,000	$1,250,000	$250,000			$2,500,000
2024	$250,000	$250,000		$528,500	$1,278,500	$250,000			$2,557,000
TOTAL	$500,000	$500,000		$1,028,500	$2,528,500	$500,000			$5,057,000

CITY OF Sheridan
WYOMING

South Thurmond Street Reconstruction



Project Location: Thurmond Street from Nebraska Street to Burkitt Street

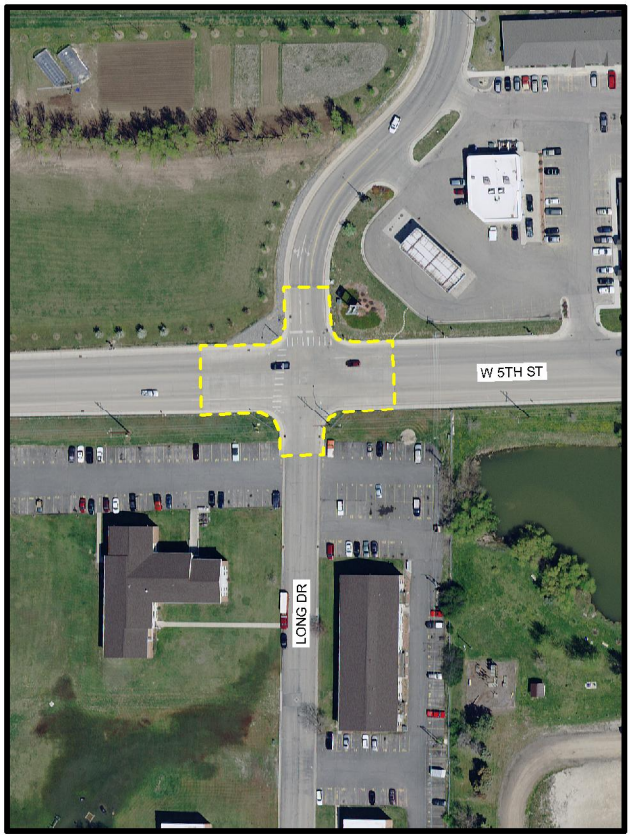
Description: This project includes replacing the 6-inch CIP and DIP water main, 8-inch VC sanitary sewer main, and clay storm sewer with modern pipe materials. The intersection of Burkitt Street and Thurmond Street will be reconstructed, and the street surfacing will be replaced from Nebraska Street to Burkitt Street.

Justification: This section of Thurmond Street includes soil that is classified as corrosive to extremely corrosive, causing an accelerated degradation of the underground pipes. The storm sewer, sanitary sewer, and water main pipes should be replaced with modern pipe materials to decrease the maintenance and repair requirements in the future. This is a very narrow street with large/aging trees approaching their life expectancy that should also be considered during the reconstruction of the street. The street surface is in poor condition and the intersection of Thurmond Street and Burkitt Street is in disrepair, warranting a total reconstruction this section of South Thurmond.

Budget Year	South Thurmond Street Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$250,000	$250,000			$1,113,500				$1,613,500
2024	$250,000	$250,000			$1,113,500				$1,613,500
TOTAL	$500,000	$500,000			$2,227,000				$3,227,000

CITY OF Sheridan WYOMING

5th and Long Roundabout



Project Location: 5th Street and Long Drive

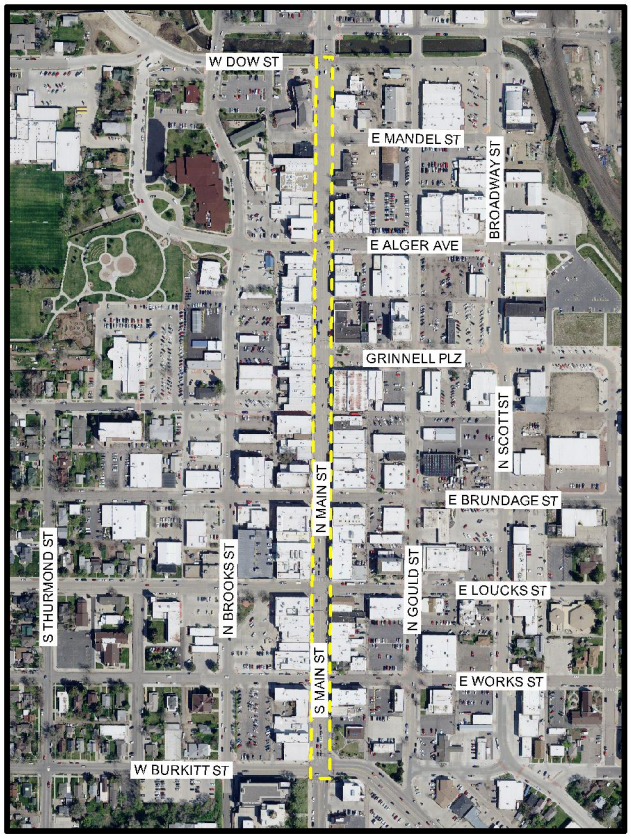
Description: This project consists of constructing a roundabout at 5th Street and Long Drive to help with traffic issues at this intersection.

Justification: This intersection contains the only entrance/exit into the high school student parking lot and has high traffic numbers during peak school hours (start of class, lunch, and end of class). To reduce congestion at this intersection, the City would like to install a roundabout, which has been proven across the world to reduce accidents at intersections.

Budget Year	5th Street and Long Drive Roundabout								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023				$250,000	$250,000	$282,500			$782,500
2024				$250,000	$500,000	$500,000			$1,250,000
TOTAL				$500,000	$750,000	$782,500			$2,032,500

CITY OF Sheridan WYOMING

Main Street Reconstruction



Project Location: Main Street from Dow Street to Burkitt Street

Description: This project is a partnership between the City of Sheridan and WYDOT, whose responsibility will be replacement of the street surfacing. The City's portion will include the replacement of aging utilities (water, sewer, and storm) throughout the project.

Justification: The aging utilities beneath Main Street have reached the end of their serviceable life and warrant replacement with modern materials. Replacing the utilities in conjunction with the roadway reconstruction will provide a significant cost reduction while also minimizing the economic burden of downtown businesses while Main Street is under construction.

Budget Year	Main Street Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	General Fund	Total Cost
2020									
2021									
2022				$150,000	$1,000,000	$75,000	$1,775,000		$3,000,000
2023				$150,000		$250,000			$400,000
2024									
TOTAL				$300,000	$1,000,000	$325,000	$1,775,000		$3,400,000

CITY OF Sheridan WYOMING

New City Hall Windows



Project Location: Sheridan City Hall

Description: The project will replace old exterior windows at the Sheridan City Hall with new, more efficient windows.

Justification: The replacement of the old windows with modern more efficient windows will increase the efficiency for heating and cooling the building.

Budget Year	City Hall Window Replacements								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023					$165,000				$165,000
2024									
TOTAL					$165,000				$165,000

CITY OF Sheridan WYOMING

Gould Street Parking & Public Restrooms



Project Location: Downtown Sheridan between Gould Street and Scott Street

Description: This project involves repurposing the old C&C Tire building property into public parking in addition to identifying additional locations for public parking in the downtown area.

Justification: There is a historic and continuing need to provide additional public parking in the downtown area due to limited parking availability on Main Street.

Budget Year	Downtown Parking Development								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022					$400,000				$400,000
2023					$435,000				$435,000
2024									
TOTAL					$835,000				$835,000

CITY OF Sheridan WYOMING

Sheridan Avenue Reconstruction



*This map shows one location and does not represent the extents of the project.

Project Location: Sheridan Avenue from Coffeen Avenue to 5th Street

Description: This project consists of full reconstruction of Sheridan Avenue from Works Street to B Street and the remainder of Sheridan Avenue from Coffeen Avenue to 5th Street will be added to the rotomill and overlay program.

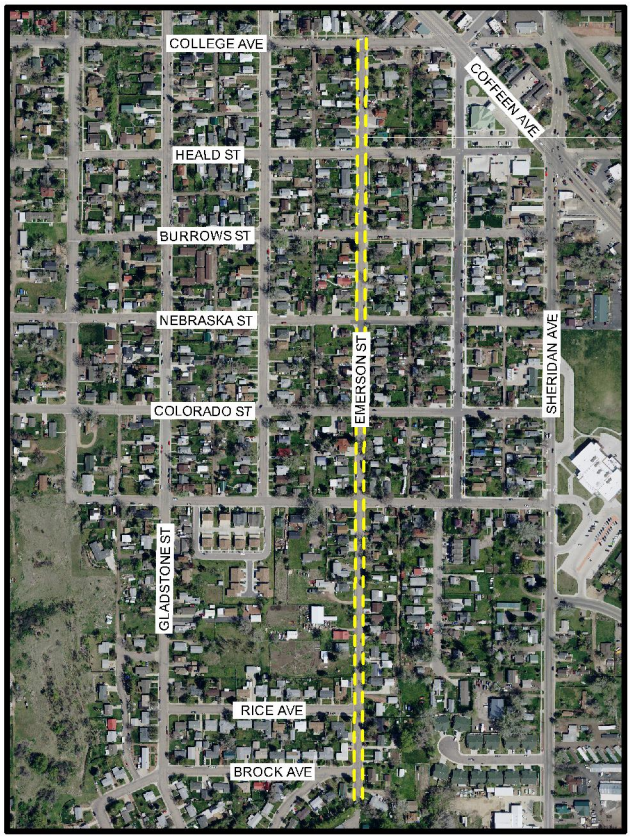
Justification: The waterline beneath Sheridan Ave is all PVC except from Works Street to B Street, which is CIP and needs to be updated. The surfacing in this area contains several potholes that were mentioned in the CIP survey that should be addressed. The remainder of Sheridan Avenue from Coffeen Avenue to Works Street and B Street to 5th Street was mentioned in the CIP survey to have potholes and poor drivability, which will be addressed by adding these areas of Sheridan Avenue to the rotomill and overlay program.



Budget Year	Sheridan Avenue Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$250,000			$250,000	$700,000	$200,000			$1,400,000
2024	$250,000			$250,000	$700,000	$98,000			$1,298,000
TOTAL	$500,000			$500,000	$1,400,000	$298,000			$2,698,000

CITY OF Sheridan WYOMING

Emerson Street Reconstruction



Project Location: Emerson Street from College Ave to Sheltered Acres

Description: This project includes replacement of the 4-inch CIP, 8-inch DIP, and 8-inch CIP water mains and 8-inch, 12-inch, and 21-inch VC sanitary sewer main along the mentioned street and resurfacing of the street's asphalt pavement. During the reconstruction of the street and replacement of utilities, storm inlets and pipe will be added at the project location.

Justification: The project location contains soil that is classified as extremely corrosive, causing accelerated degradation of the water mains and sanitary sewer mains along Emerson Street. The replacement of these aging utilities with modern pipe materials will decrease the maintenance and repairs in the future. There currently are very few storm inlets which increases ice buildup in the winter. The addition of storm sewer inlets and pipe to connect to the surrounding storm drainage system would decrease safety hazards and street maintenance associated with the poor surface drainage. The street surfacing is in poor condition with several soft spots and differential settlement around manholes.



Budget Year	Emerson Street Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$450,000	$350,000		$250,000	$1,250,000	$250,000			$2,550,000
2024	$450,000	$350,000		$250,000	$1,250,000	$250,000			$2,550,000
TOTAL	$900,000	$700,000		$500,000	$2,500,000	$500,000			$5,100,000

CITY OF Sheridan
WYOMING

5th Street to Lewis Street Reconstruction



Project Location:

- Delphi Avenue
- Clarendon Avenue
- Bellevue Avenue
- Adair Avenue
- Exeter Avenue
- Florence Avenue
- Greystone Avenue

Description: This project includes replacing the 4-inch and 6-inch CIP water main and 8-inch VC sanitary sewer with modern pipe materials. The street surfacing will also be replaced.

Justification: The location of the project contains soils that are classified corrosive to very corrosive, causing an accelerated degradation of the underground utilities. The age of the existing utilities and the pipe materials warrant a replacement with modern pipe materials to minimize the cost of repairs and maintenance in the future. This project will also include replacement of the street surfacing due to the poor condition of the asphalt pavement along the mentioned streets.

Budget Year	5th Street to Lewis Street Reconstruction								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2020									
2021									
2022									
2023	$500,000	$500,000		$250,000	$1,479,000	$250,000			$2,979,000
2024	$500,000	$500,000		$250,000	$1,479,000	$250,000			$2,979,000
TOTAL	$1,000,000	$1,000,000		$500,000	$2,958,000	$500,000			$5,958,000

CITY OF Sheridan
WYOMING

Riverside Street, Terra Avenue, and Sheridan Avenue - Water Main



Project Location: The project is located at South Sheridan Avenue from Riverside Street to East Brundage Lane, all of Turner Lane, all of Terra Avenue, and all of Riverside Street.

Description: This project includes replacement of the 8-inch ductile iron pipe (DIP) water main along the mentioned streets, resurfacing of the asphalt pavement for the length of the water main replacement, and replacing all asphalt surfacing on Riverside Street.

Justification: A heat map depicting water main breaks indicates this location is susceptible to breaks. The continued costs of repairing the water main, the age of the utility, and the DIP material warrant a utility replacement for PVC pipe. Additionally, this utility is in a location with soils that are classified as extremely corrosive, providing accelerated degradation of the DIP water main, which has resulted in 13 repairs due to corrosion in the past 7 years. All asphalt pavement on Riverside Street is to be replaced due to its poor condition across entire road width.

Budget Year	Terra, Riverside, South Sheridan Avenues Water Main								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	General Fund	Total Cost
2020									
2021									
2022									
2023	$360,000				$750,000				$1,110,000
2024	$360,000				$750,000				$1,110,000
TOTAL	$720,000				$1,500,000				$2,220,000

CITY OF Sheridan WYOMING

Little Goose Concrete Chutes



Project Location: Little Goose Creek between Broadway Street and North Brooks Street

Description: This project would include the demolition of the existing concrete channel on Little Goose Creek and replacing with a more natural passage. The project includes concrete removal, excavation, stream restoration, placement of riprap, and potential adjustments to 1st Street and Dow Street to accomodate the more natural stream.

Justification: The existing concrete chutes inhibite the natural ecosystem within Little Goose Creek. Restoring a more natural stream channel will provide a healthier ecosystem for fish and promote the natural wildlife aroud Little Goose Creek. Additionally, aesthetic improvements and landscaping will enhance the pedestrian experience on nearby sidewalks and pathways.

Budget Year	Little Goose Concrete Chutes								
	Water Fund	Sewer Fund	WWDC	Public Benefit	CAP Tax	Optional 1-Cent	SRF	Existing Project Funds	Total Cost
2030									
2031									
2032									
2033									
2034									
TOTAL									

CITY OF Sheridan
WYOMING

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:	Consideration of the Second Reading of Ordinance #2208 Amending Cemetery Ordinances - City Attorney Brendon Kerns
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	
Date:	

Attachments

Memo

Ordinance #2208 - Second Reading

KERNS & BUNTING, LLC
200 W. Loucks St.
P.O. Box 6669
Sheridan, WY 82801
Telephone: 307.655.8600
Facsimile: 307.674.5000

BRENDON E. KERNS
bkerns@kernsbunting.com
Licensed in WY & MT

SHERYL S. BUNTING
sbunting@kernsbunting.com
Licensed in WY

MEMORANDUM

Date: **February 13, 2020**
To: **City of Sheridan Mayor and Council**
RE: **Cemetery Ordinance Amendments**

The proposed Ordinance in your packet is a complete redraft of the City's current cemetery ordinance. The following is a synopsis of each section's effect.

Ordinances 17-1 through 17-14 are the City's current cemetery ordinances. It is proposed that these ordinances be completely repealed and then reserved for future use if necessary. Reserving these sections will prevent future issues which may involve the old code from being confused with the new cemetery ordinances.

17-15 Administration: The Governing Body will adopt Cemetery Policies and Procedures. These will be presented to you at the March study session for approval on the final reading of this ordinance.

17-16 Plot Sales: Infant and fetal burial plots shall be free. Paragraph (c) authorizes the City Clerk to create a purchase application. Paragraphs (d) and (e) allow for deeds to be sold back to the City and for plots to be declared abandoned.

17-17 Cemetery Deeds, Transfers and Assignments: Paragraph (a) states that a cemetery deed only grants a right of burial. Paragraph (b) limits the transferability of deeds for any future plot. It further allows for up to five (5) people to be listed on the deed who can be buried in the plot. Paragraph (c) addresses the issues of all previously sold lots. Any time a question of ownership occurs, the claimant can execute an Affidavit of Ownership so that a burial can proceed. If another party objects, then the Clerk has three options:

(1) Allow/Deny burial based on a majority of claimants;
(2) Allow/Deny burial based on seniority; or
(3) Require the parties to obtain a court order prior to burial.

17-18 Markers: Grave marker standards shall be set by the Cemetery Policies and Procedures. The ordinance also prohibits monuments, mausoleums, vaults or structures.

17-19 Grave Liners: This section requires grave liners.

17-20 Burial Plot Remains/Cremains: This section limits the number of cremains per plot and prohibits stacked burials. This section also sets forth the standard in order for the City to reopen. The City can open a plot if it deems it necessary for the health and safety of the public, in the case of an improperly located burial, or by order of the court or per Wyoming Statute or Wyoming Department of Health Regulations. Should the City intend to reopen a plot, the City is required to give notice. If there is an objection, the matter is appealed to the Board of Adjustments.

17-21 Appeals: Appeals of an administrative decision is made to the Board of Adjustments.

17-22 Maintenance and Work: This section protects the City from damage as a result of maintenance and requires persons working in the cemetery to clean up and fix damages.

17-23 Prohibitions and Damages: This section prohibits people from damaging the property, prohibits them from being in the cemetery after hours and limits vehicle usage.

17-24 Private Cemeteries and Lodges: The cemetery contains multiple lodge cemeteries which are owned by the lodges. This section requires the lodges to enter into a maintenance agreement. It further establishes some guidelines for transferring the lodge portions to City ownership.

This ordinance amendment will also amend Appendix A, Article 14 which establishes the powers of the Board of Adjustments.

If you have any questions, please contact me at your convenience.

ORDINANCE 2208

AN ORDINANCE ADOPTING PROVISIONS CONCERNING THE CITY OF SHERIDAN CEMETERY FOR CHAPTER 17 and APPENDIX A, ARTICLE 14, SPECIFICALLY:

WHEREAS, the City of Sheridan owns and operates the City of Sheridan Cemetery for the benefit of the public; and

WHEREAS, the City of Sheridan is authorized by W.S. § 35-8-201, *et. al.* to regulate its cemetery; and

WHEREAS, the City of Sheridan is authorized per W.S. § 35-8-201 to sell plots for burials by deed or certificate; and

WHEREAS, it is in the best interests of the City of Sheridan and its citizens to adopt an ordinance addressing the sale and transfer of cemetery deeds.

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

Ordinances 17-1 through 17-14 are hereby repealed and shall be reserved as

17-1 Reserved

17-2 Reserved

17-3 Reserved

17-4 Reserved

17-5 Reserved

17-6 Reserved

17-7 Reserved

17-8 Reserved

17-9 Reserved

17-10 Reserved

17-11 Reserved

17-12 Reserved

17-13 Reserved

17-14 Reserved

Chapter 17 shall be codified and numbered as follows:

17-15 Administration

a. The cemetery grounds belonging to the City shall be known as the "Sheridan Municipal Cemetery", which shall be a part of the Municipal Park System, under the supervision of the Director of Public Works.

b. The City Governing Body shall adopt Cemetery Policies and Procedures for the Sheridan Municipal Cemetery.

c. Definitions for this Chapter shall be set by the Governing Body per the Cemetery Policies and Procedures.

17-16 Plot Sales

a. Plots for fetal and infant burial, as defined by the Cemetery Policies and Procedures, shall be free of charge.

b. All burial plots, excepting fetal and infant burial plots, shall be purchased from the City at such price as shall be set by the City Governing Body. The City Clerk shall furnish the purchaser with a cemetery deed executed by the Mayor.

c. The City Clerk shall create a written or electronic plot purchase application form to be completed by the purchaser prior to the issuance of any deed.

d. Any person may sell their deed back to the City for the amount in which the deed was purchased.

e. The City may declare any plot abandoned per the procedures set forth in W.S. 35-8-212.

17-17 Cemetery Deeds, Transfers and Assignments

a. A cemetery deed does not grant any plot owner any right in real property, mineral rights, water rights or any other right except as specifically granted per this ordinance. A cemetery deed solely establishes the right of burial for the purchaser in a plot pursuant to Wyoming State Statute and City of Sheridan Ordinance.

b. All cemetery deeds issued after the date of this ordinance becoming effective shall not be transferable or assignable. Only the person(s) whose name(s) are listed on the deed as allowed person(s) for burial shall be eligible for placement in the plot. No more than five (5) names shall be listed on a deed, including the owner, which are eligible for burial.

c. All cemetery deeds issued prior to the date of this ordinance becoming effective shall be transferable or assignable. Provided that any person or deceased person who has received

a plot by transfer or assignment shall establish proof of ownership by the execution of an Affidavit of Ownership prior to burial.

1. An Affidavit of Ownership shall be executed by either the person claiming ownership in the plot or an authorized person in order of priority per W.S. § 2-17-101(b)(i-vii).

2. Any person who executes an Affidavit of Ownership fraudulently or provides false information shall be guilty of a misdemeanor subject to a fine of no more than $750.00 and be required to pay all damages and costs incurred by the City.

3. The City authorized personnel may rely on the Affidavit of Ownership and act in accordance with the Cemetery Policies and Procedures unless a person with higher or equal priority under W.S. § 1-17-101(b)(i-vii) provides the City Clerk with a written objection before the burial. Upon the receipt of the objection, the City Clerk, may at the Clerk's discretion:

   A. Allow or deny the burial by a majority vote of the claimants; or

   B. Allow or deny the burial per the decision of the person with the highest priority; or

   C. Require the parties obtain a court order establishing ownership and priority prior to burial.

17-18 Markers

a. Grave marker, monument, vault, structures and mausoleums standards shall be set by the City Governing Body per the Cemetery Policies and Procedures.

17-19 Grave Liners

All burials, except for infants and cremated remains, shall be in permanent-type grave liner constructed of concrete, fiberglass steel, polypropylene, or other methods approved by the Cemetery Policies and Procedures.

17-20 Burial Plot Remains/Cremains

a. All plots, excepting baby/child plots located in Valley View Addition, are limited to:

   1. 1 casket and up to 4 cremains; or

   2. 5 cremains.

b. Valley View Addition Baby/Child plots (under the age of 3) are limited to one (1) remains and one (1) cremains, or a total of two (2) cremains.

c. Stacked remains burials are prohibited.

d. No remains or cremains burials shall occur without approval from the City.

e. The reopening of a plot containing remains or cremains shall only occur with permission of the City. Said restriction shall not prohibit any Court with jurisdiction over the City of Sheridan from ordering a reopening to occur.

1. Should the City find need to reopen any plot, the City shall notify the owner or known decedents by certified mail at the last known address of the intent to reopen the plot. If service cannot be perfected, notice shall be published in the local newspaper once per week for three weeks and require that any objecting party respond in writing within thirty (30) days of the last date of publication. Notice is deemed delivered upon a successful delivery or upon the last day delivery is attempted. Any person who objects to the reopening of the plot must provide written notice to the City within thirty (30) days of receipt of the certified mailing or within thirty (30) days from the last day of publication. Upon receiving the written objection, the issue of reopening shall be appealed to the City of Sheridan Board of Adjustments. All notice requirements shall be waived if the reopening is required by a Court with jurisdiction over the City.

2. The City may reopen any plot and remove remains or cremains for any reason per Wyoming Statute or Wyoming Department of Health regulations. In addition, the City may reopen any plot or remove remains for reasons of health, safety, or upon the determination that a deceased person was buried in the incorrect location.

3. The cost of reopening any plot shall be borne by the City unless the reopening of the plot or removal of the remains or cremains was done so by request of an heir of the deceased, heir of the owner of the plot or order of a court. The cost of reopening any plot and/or removal of remains or cremains shall be paid by the requesting party before any opening occurs.

17-21 Appeals

a. An appeal of any administrative decision shall be made to the City of Sheridan Board of Adjustment and be subject to the rules and procedures of the Board as found in Appendix A, Article 14.

b. For an appeal regarding a Cemetery decision, the City Public Works Director shall be the City representative and responsible party.

17-22 Maintenance and Work

a. The City shall not be liable for any damages to any burial plot, grave marker or other structure which may result from mowing, watering, or other required care furnished by the City.

b. Persons, other than City employees or City contractors, working within the cemetery shall neither attach ropes or other equipment to any structure, marker or tree within the cemetery, nor leave material, garbage or rubbish on plots, streets or walkways. Such persons shall complete their work as soon as possible and remove their rubbish and waste material immediately after their work is completed. Such persons will be held responsible for any damage to monuments, structures, grass, trees or other objects in the cemetery.

17-23 Prohibitions and Damages

a. No person shall place trees, shrubs, hedging, cropping, curbing, wire work or enclosure upon any burial plot except as allowed by the Cemetery Policies and Procedures.

b. No person shall pick flowers or damage trees, plants or other property in the cemetery.

c. Except for authorized equipment, vehicles or bicycles shall only be located or driven on the cemetery designated roads.

d. No person shall be in the cemetery except during cemetery hours per the Cemetery Policies and Procedures.

17-24 Lodge Cemeteries

a. The City may maintain or provide services to any lodge cemetery located within or adjacent to the City of Sheridan Municipal Cemetery upon the lodge and the City entering into a maintenance agreement.

b. Any lodge cemetery which is transferred to the City's ownership shall be subject to City Ordinances and the Cemetery Policies and Procedures. Any plot containing remains/or cremains at the time of transfer to the City, which may be considered a nonconforming use, shall be grandfathered unless the nonconforming use is determined to be dangerous, hazardous or a nuisance. The City may abate any dangerous, hazardous or nuisance condition without notice being provided to the lodge or the plot occupant's heirs unless such abatement requires the reopening of a plot. Any reopening of a plot shall be subject to the reopening procedures as set forth by this Title.

c. Upon the transfer of the lodge cemetery to the City, the City, as consideration for the transfer of real property, may issue an agreed upon number of plots to the lodge for the use of their members provided such use does not violate any Federal or State law. The lodge plots shall be transferred to the lodge pursuant to a transfer agreement. Said lots shall not be transferable or assignable.

Appendix A, Article 14 shall be amended to include a new subparagraph under the heading of Jurisdiction (2)(i) as follows:

(i) permit a variation of a Cemetery Ordinance or variation from the Cemetery Policies and Procedures.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2020.

CITY OF SHERIDAN, WYOMING

_____ _____

Mayor Roger Miller

ATTEST: _____

City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE _____ DAY OF _____, 2020.

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:	Consideration of the Second Reading of Ordinance #2203 Amending the Downtown Development Authority Ordinances - City Attorney Brendon Kerns
From:	Brendon Kerns, City Attorney
To:	Mayor and Council
CC:	Interim City Administrator Mike Jackson
Date:	02/18/2020

Attachments

Memo

Ordinance #2203 - Second Reading

KERNS & BUNTING, LLC
200 W. Loucks St.
P.O. Box 6669
Sheridan, WY 82801
Telephone: 307.655.8600
Facsimile: 307.674.5000

BRENDON E. KERNS
bkerns@kernsbunting.com
Licensed in WY & MT

SHERYL S. BUNTING
sbunting@kernsbunting.com
Licensed in WY

MEMORANDUM

Date: **February 13, 2020**
To: **City of Sheridan Mayor and Council**
RE: **Proposed Changes to DDA Ordinance**

In your packet are proposed changes to the Downtown Development Authority (DDA) Ordinance. The changes are tracked for your convenience.

The DDA is a five-member Board. Per statute, the Board is to be made up of one Council person and four other people. The remaining four people must be made up of a majority property owners, lessees or corporate directors within District. The main focus of a DDA is intended to be economic development through mitigating blight.

Last year, the Council elected to move forward with reestablishing the DDA. Most of the proposed changes are updates and corrections without substantive effect. The substantive changes are as follows:

Ordinance 2-73.

(a) The Mayor appoints with consent of the Council. The Board members shall include one City Governing Body appointee with a majority of the other appointees from the district.

(b) The Governing Body appointee shall serve during his/her term. Two appointees' terms will expire June 30, 2021. Two appointees' terms will expire June 30, 2022. One appointee term will expire June 30, 2023.

(c) The method of identifying people to fill a vacancy shall be at the discretion of the Mayor.

(d) The DDA promulgated rules governing its procedure be approved by the City of Sheridan Governing Body and filed with the City Clerk.

Ordinance 2-75.

(a) The Board's budget shall be submitted to the City by the date and time set by the City Treasure. The Board's budget may be altered and modified by the City Governing Body.

(b) The City will manage the books and financial records of the DDA. The Board shall be subject to all City policies and procedure.

Ordinance 2-77. The City will not be required to set over sales tax amounts collected above the 2013 level to the Board.

If you have any questions or concerns, please contact me at your convenience.

ORDINANCE #2203

AN ORDINANCE AMENDING CHAPTER 2 ARTICLE V OF THE CITY OF SHERIDAN MUNICIPAL ORDINANCES CONCERNING THE DOWNTOWN DEVELOPMENT AUTHORITY, SPECIFICALLY;

WHEREAS, the City of Sheridan Governing Body established a Downtown Development Authority per W.S. § 15-9-201 et.al; and

WHEREAS, the City finds it necessary to amend its current Downtown Development Authority Ordinances.

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

Ordinance 2-73 shall be amended to read as follows:

(a) The authority shall be under the direct supervision and control of a board consisting of five (5) members appointed by the Mayor with consent of the City Council. A majority of the members of the authority, except any member from the Governing Body, shall reside, be a lessee, be a director of a company or own property within the designated downtown development district.

(b) The board shall be constituted as follows:

1. At least one (1) member shall be a member of the City Governing Body, appointed to serve at the pleasure of the City Governing Body.
2. Two (2) members, for the initial term, shall be appointed for terms expiring June 30, 2021.
3. Two (2) members, for the initial term, shall be appointed for terms expiring June 30, 2022.
~~4. One (1) member, for the initial term, shall be appointed for a term expiring June 30, 2023.~~

(c) A member shall hold office until his or her successor has been appointed and qualified. After terms of the initial members of the board have expired, the terms of all members (except any member who is a member of the Governing Body) shall expire four (4) years from the expiration dates of the terms of their predecessors. Appointments to fill vacancies shall be for the unexpired term, and shall be made within thirty (30) days after the occurrence of said vacancy.

(d) The method of identifying people to fill a vacancy shall be at the discretion of the Mayor.

(e) The Board shall adopt and promulgate rules governing its procedure, including election of officers. The rules/bylaws shall be approved by the City of Sheridan Governing Body and be filed in the office of the Sheridan City Clerk. The Board shall hold regular or special meetings in the manner provided by the Board. All meetings of the Board shall be open to the public in accordance with W.S. § 16-4-401 et. seq.. Members of the Board shall serve without compensation, but they may be reimbursed for actual and necessary expenses.

Ordinance 2-75 shall be amended to read as follows:

(a) The Board shall, submit to the City of Sheridan a proposed operating budget for each forthcoming fiscal year by the date and time set by the City Treasurer.

1. The fiscal year shall be from July 1st until June 30th of the ensuing year. Said budget shall be subject to alteration, modification and approval by the City Governing Body in accordance with the policies of the City of Sheridan, and after being approved, shall be adopted as the fiscal plan for the Board for the ensuing year.

(b) The City, on behalf of the Board, shall keep a regular set of books and financial records for the operation of its projects and activities, showing in detail any business transaction. The Board shall be subject to all policies and procedures adopted by the City Governing Body.

Ordinance 2-77 is amended to read as follows:

The Board may finance development projects through any method of financing identified Wyoming Statute. Any ordinance or resolution by which bonds are issued shall specify the maximum net effective interest rate on such bonds.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2020.

CITY OF SHERIDAN, WYOMING

_____
Mayor

ATTEST:

_____
City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE _____ DAY OF _____, 2020.

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:	Presentation and Acceptance of the FY19 Audit - Vikki Nunn and Cindy Laralde, Porter, Muirhead, Cornia & Howard
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	02/10/2020

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:	Council Consideration of Letter to Sheridan County Recommending the Approval of the Trailside Housing Project - Public Works Director Lane Thompson
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Letter of Support

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

CITY OF Sheridan
WYOMING

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

February 28, 2020

Sheridan County Commissioners
224 South Main Street, Suite B1
Sheridan, WY 82801

Honorable Commissioners:

The City of Sheridan Mayor and City Council wish to affirm to the County Commissioners our support regarding the SCIL funds available for homes to be constructed inside the City of Sheridan. The City of Sheridan supports the **Trailside at Woodland Park** development, proposed by Jane Clark and Phyllis Flemming & Partners. Trailside at Woodland Park will provide highly needed housing options for Sheridan's businesses and residents.

The last three years of unprecedented business growth has produced exceptional job growth that substantially impacted Sheridan's supply of attainable and affordable housing. Sheridan has completed many infrastructure projects over the past decade to prepare for the development of our light manufacturing business park and our housing development areas. The results of Sheridan's efforts have been a measurable increase of over 200 full time light manufacturing sector jobs in the City of Sheridan.

In this next year 2020, SEEDA in conjunction with the City of Sheridan, will be completing two additional facilities of approximately 40,000 sq ft each. One for VacuTech and one for Kennon Products, that will provide space for an additional 80 to 100 jobs in the City of Sheridan. This will bring the total number of new jobs inside the City limits of Sheridan to more than 300 good paying jobs by the end of 2020 going forward into 2021. This work force and job growth accomplishment will continue to impact Sheridan's housing supply likely through 2021.

For the past year, the City of Sheridan has been working on acquiring an additional 30 to 40 acres of land for the next phase of economic development for continued business and job growth development in Sheridan County. The City of Sheridan's need for both of these housing projects is clear. Sheridan's success grows all of our Sheridan County communities.

The City of Sheridan Mayor and City Council believes the **Trailside at Woodland Park** development is the best choice to receive the County's available funding.

Thank you for your time and consideration of Sheridan's housing projects.
When the City of Sheridan grows, Sheridan County is more economically successful.

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

CITY OF Sheridan
WYOMING

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

_____
Honorable Roger Miller
Mayor

_____
Honorable Richard Bridger
City Council President

_____
Honorable Thayer Schaffer
City Council Vice President

_____
Honorable Patrick Henderson
City Council

_____
Honorable Aaron Linden
City Council

_____
Honorable Jacob Martin
City Council

_____
Honorable Clint Beaver
City Council

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:	Requests for Future Agendas
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	
Date:	

Attachments

Tentative Council Agenda Calendar

Tentative City Council Calendar

Planning Document - Subject to Change

February 2020

02/01/2020	**7:00 P.M.**	**City Council Meeting**	
		Public Hearing	Budget Revision #1
		Public Hearing	Ambulance Transfer
		Staff Update	WYO Winter Rodeo Update
		Staff Update	Municipal Comparison of Internet Sales Tax Revenue
2/10/2020	**5:30 P.M.**	**City Council Study Session**	
			DDA Discussion
			Cemetery Discussion
			Discussion of Award for CB&Q #5631
			Discussion of Award for WTP and BGWTP Improvements
			Discussion of George Mohatt Pre-Annexation Agreement for 135 Decker Road
			Discussion of Ordinance #____ Amending the Sign Ordinances
			Discussion of Resolution # 04-20 for the Hill Court Right-of-Way Vacation
			Discussion of Resolution #05-20 for Kaden Court Minor Subdivision
			Discussion of Resolution #06-20 for the Circle 8 Right-of-Way Vacation
			Discussion of Resolution #07-20 Financial Institution Signatories
			Discussion of the New Distillery Satellite Liquor License Application - Stewarts Finest
			Discusion of Award for the Sheridan Fire Dept. Vehicle Exhaust Removal System
2/18/2020	**7:00 P.M.**	**City Council Meeting**	
		Public Hearing	Consideration of Award for the Sheridan Fire Dept. Vehicle Exhaust Removal System
			Consideration of Resolution #05-20 for Kaden Court Minor Subdivision
			Consideration of Resolution #06-20 for the Circle 8 Right-of-Way Vacation
			Consideration of Ordinance #____ Amending the Temporary Sign Ordinances
			Consideration of New Distillery Satellite Liquor License Application - Stewarts Finest
		Community Update	Sheridan County Chamber of Commerce
		Staff Update	Sales and Use Tax Report
		Consent	Award for the CB&Q #5631 Locomotive
		Staff Update	Consideration of Resolution 02-20 Designating 2020 Free Landfill Days, Trees for Trash and Community Clean-up Day
		New Business	Consideration of Resolution #07-20 Financial Institution Signatories
		New Business	Consideration of Award for the Sheridan Fire Dept. Vehicle Exhaust Removal System
		New Business	Consideration of George W. Mohatt Pre-Annexation Agreement for Water and Sewer Services located at 135 Decker Road
		New Business	Consideration of Award of Professional Services for the Design of the Utilidor at the BGWTP
		New Business	Award for the Updates to WTP and BGWTP
		New Business	Consideration of George Mohatt Pre-Annexation Agreement for 135 Decker Road
2/24/2020	**5:30 P.M.**	**Strategic Planning Session**	
			CAP Tax Discussion

March 2020

03/02/2020	**5:00 P.M.**	**Special Council Meeting**	
		Executive Session	
		Collective Bargaining with IAFF Local #276	
03/02/2020	**7:00 P.M.**	**City Council Meeting**	
		Community Update	Advocacy and Resource Center
		New Business	Council Consideration of Letter to Sheridan County Recommending the Approval of the Trailside Housing Project
		New Business	Consideration of FY19 Audit
		Consent	Consideration of Resolution 02-20 Designating 2020 Free Landfill Days, Trees for Trash and Community Clean-up Day
		Staff Update	PAYT & Commercial Organics Pilot Study Update to City Council
		Staff Update	2021 Fiscal Year Council Strategies
		Staff Update	Capital Facilities Project List
		Public Hearing	Consideration of Resolution #08-20 Extending the Parked Term for Retail Liquor License #2 (Railroad Grill, LLC) by 90 Days
		Old Business	Second Reading of Ordinance #2008 Regarding Cemetery Ordinances
		Old Business	Second Reading of Ordinance #2003 Regarding the Downtown Development Authority

03/09/2020		**Special Council Meeting**	
		Executive Session	
		Collective Bargaining with IAFF Local #276	
03/09/2020	**5:30 P.M.**	**Study Session**	
			Discussion of Ordinance #2207 Adopting 2020 National Electric Code
			Cemetery Policies and Procedures
			SEEDA JPB Agreement Amendment
			City Hall Boiler Replacement
			BGWTP Exterior Improvements
			East Brundage St Alley Approach Improvements
			Hillslide Stabilization Project Phase 2
			Award of Bid to _____ in the Amount of $_____ for a 1 Ton Dump Truck for the Cemetery
03/16/2020	**7:00 P.M.**	**City Council Meeting**	
		Staff Update	Sales and Use Tax Update
		Community Update	The Hub - Sheridan Senior Center
		Consent	Award of Bid to _____ in the Amount of $_____ for a 1 Ton Dump Truck for the Cemetery
		Old Business	Third Reading of Ordinance #2008 Regarding Cemetery Ordinances
		Old Business	Third Reading of Ordinance #2003 Regarding the Downtown Development Authority
		New Business	Consideration of Award to Wasatch Railroad Contractor for the Asbestos Abatement and Remediation Services for CB&Q #5631 Steam Locomotive
		Executive Session	
03/23/2020	**5:30 P.M.**	**Study Session**	
			Consideration of Award for the 5th Street Sanitary Sewer Crossing
			Landfill Remediation Program Results and Recommendation
			Consideration of Award of Sheridan Gateway Sign
April 2020			
04/06/2020	**7:00 P.M.**	**City Council Meeting**	
		Community Update	Sheridan Community Land Trust
04/13/2020	**5:30 P.M.**	**Study Session**	
04/20/2020	**7:00 P.M.**	**City Council Meeting**	
		Staff Update	Financial Update
		Staff Update	Sales and Use Tax Update
		Community Update	Dog and Cat Shelter
4/27/2020	**5:30 P.M.**	**Study Session**	
May 2020			
05/04/2020	**7:00 P.M.**	**City Council Meeting**	
		Community Update	Habitat for Humanity of the Big Horns
05/11/2020	**5:30 P.M.**	**Study Session**	
			PAYT & Commercial Organics Pilot Study Results to City Council
05/12/2020	**TBD**	**Budget Work Session**	
05/18/2020	**7:00 P.M.**	**City Council Meeting**	
		Staff Update	Sales and Use Tax Update
		Community Update	Recognition of Community Cleanup Volunteer Groups & Trees for Trash Overview
		Community Update	North Main Association
05/26/2020	**5:30 P.M.**	**Study Session**	
June 2020			
06/01/2020	**7:00 P.M.**	**City Council Meeting**	
		New Business	Professional Service Appointments for Municipal Court Judges
06/08/2020	**5:30 P.M.**	**Study Session**	
06/15/2020	**7:00 P.M.**	**City Council Meeting**	
		Public Hearing	Budget Public Hearing
		Community Update	Recognition of Community Cleanup Volunteer Groups & Trees for Trash Overview
		Staff Update	Sales and Use Tax Update
06/22/2020	**5:30 P.M.**	**Study Session**	
July 2020			

07/06/2020	**7:00 P.M.**	**City Council Meeting**					
07/13/2020	**5:30 P.M.**	**Study Session**					
07/20/2020	**7:00 P.M.**	**City Council Meeting**					
		Staff Update	Financial Update				
		Staff Update	Sales and Use Tax Update				
07/27/2020	**5:30 P.M.**	**Study Session**					
August 2020							
08/03/2020	**7:00 P.M.**	**City Council Meeting**					
08/10/2020	**5:30 P.M.**	**Study Session**					
			Procurement of FY21 Computer Replacements				
08/17/2020	**7:00 P.M.**	**City Council Meeting**					
		New Business	Procurement of FY21 Computer Replacements				
		Staff Update	Sales and Use Tax Update				
08/24/2020	**5:30 P.M.**	**Study Session**					
September 2020							
09/08/2020	**7:00 P.M.**	**City Council Meeting**					
		Community Update	Sheridan College				
09/14/2020	**5:30 P.M.**	**Study Session**					
09/21/2020	**7:00 P.M.**	**City Council Meeting**					
		Staff Update	Sales and Use Tax Update				
09/28/2020	**5:30 P.M.**	**Study Session**					
October 2020							
10/5/2020	**7:00 P.M.**	**City Council Meeting**					
10/12/2020	**5:30 P.M.**	**Study Session**					
10/19/2020	**7:00 P.M.**	**City Council Meeting**					
		Staff Update	Sales and Use Tax Update and Financial Update				
10/26/2020	**5:30 P.M.**	**Study Session**					
November 2020							
11/02/2020	**7:00 P.M.**	**City Council Meeting**					
		Public Hearing	Liquor License Renewals				
11/7/2020	**5:30 P.M.**	**Study Session**					
11/16/2020	**7:00 P.M.**	**City Council Meeting**					
		Staff Update	Sales and Use Tax Update				
11/22/2020	**5:30 P.M.**	**Study Session**					
December 2020							
12/07/2020	**7:00 P.M.**	**City Council Meeting**					
12/14/2020	**5:30 P.M.**	**Study Session**					
12/21/2020	**7:00 P.M.**	**City Council Meeting**					
		Staff Update	Sales and Use Tax Update				
12/28/2020	**5:30 P.M.**	**Study Session**					
Pending Topics							
Airport Agreement							
Golf Course Agreement							
Downtown Development Authority Agreement							
Capital Facilities Tax							
Sheridan Recreation District Agreement							
Firefighter Negotiations							
FY21 Budget							

CITY OF SHERIDAN, WYOMING

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

City Administrator

MEMORANDUM

Project Name:	Brainstorming Notes From February 24, 2020 Strategic Planning Session
From:	Mike Jackson, City Administrator
To:	Mayor and Council
CC:	
Date:	02/27/2020

Discussion:

At the February 24, 2020 Strategic Planning session, the City Council and Staff responded to the question "Where would you like to see the City in 3 years?" Notes from that session are attached for information.

Attachments

Council Strategic Planning Session Notes

Council Strategic Planning Session

2/25/2020

"Where would you see the City in the next 3 Years?"

- R-1 Explore opportunities for Accessory Dwellings
  - Examine City Codes
  - Increase options for the private sector

- Kendrick Pool Master Plan Implemented
  - Explore how many visits it would take to pay for increased total cost of expansion
- Complete the 3 lane conversion for Main Street
  - Try to reuse existing light poles
  - Estimated cost $355 K
  - WYDOT
    - This is likely to be a City Project with WYDOT paying only for the existing roadway and City paying for the conversion
    - This is likely a 2023 if we wait for WYDOT
    - Staff will work on refining cost estimate and return to Council
- Improvements completed to the Gould Street Building (Park and Shop)
- Truck Parking for deliveries will be important to consider with Main Street 3 lane project
- Moving forward with the pay as you throw program
- Housing Initiative
  - Possibly this is something to discuss with SEEDA
- Complete a housing needs assessment
  - Redo housing inventory
- Complete the current backlog of projects
- Improved roadway infrastructure
- Workforce housing and training
- Consider Economic Development
  - Do we continue at this pace and with current strategy?
  - When does private sector take initiative for future development?
- Completion of the 1135 Goose Creek Project
  - $8 million Army Corps project - $1 million from City
  - Currently funding our share out of 1 cent Capital Projects
  - Army Corps just delivered 60% drawing
  - Would also like to see Greenbelt completed
- Attainable Housing
  - Achieve attainable housing by keeping City rates low
  - Save money where we can
- Get local lenders to support VA Loans

- Complete West Beltway
- Access to DeSmet water resources
- Expansion of Business Park
- Secondary access to the Veteran's Administration buildings
- Loucks Street Connection to Sheridan Avenue
    - 3,000 cars/day use Loucks / reduce traffic on Main Street / continuation of grid roadway system
- Construct a functional fishing pond
- Meeting target for ending fund balance