AGENDA
CITY OF SHERIDAN
OCTOBER 19, 2020
REGULAR COUNCIL MEETING START 7:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Invocation

4. Roll Call of Members

5. Consideration of Agenda

6. Comments from the Public

7. Community Update

   A. Covid-19 Update

8. Public Hearings

   A. Public Hearing for Resolution #47-20, Wild Goose Subdivision, a Request to Subdivide Property Located at 2760 Big Horn Ave - Community Development Director Wade Sanner

      i. Consideration of Resolution 47-20, Wild Goose Subdivision, a Request to Subdivide Property Located at 2760 Big Horn Ave

   B. Public Hearing for Resolution #46-20, Arapahoe Subdivision, a Request to Subdivide Property Located at 1802 Warren Ave - Community Development Director Wade Sanner

      i. Consideration of Arapahoe Subdivision, a Request to Subdivide Property Located at 1802 Warren Ave

9. Consent Agenda

A. Affordable Housing Fee Reduction Lien Release for 1644 Parker Avenue Lot 10, Block 23 Downer Addition

B. Affordable Housing Fee Reduction Lien Release for 1762 Poplar Trail, Block 2, Lot 7 Poplar Grove

C. Affordable Housing Fee Reduction Lien Release for 1245 Rosewood Ct Lot 18, Block 5 of Woodland Park Subdivision

D. Affordable Housing Fee Reduction Lien Release for 1783 Poplar Trail, Block 1, Lot 9 Poplar Grove

E. Affordable Housing Fee Reduction Lien Release for 2024 Bungalow Village Lot 6, Block 2 of the Cloud Peak Ranch Sixth Filing, P.U.D.

F. Affordable Housing Fee Reduction Lien Release for 2010 Bungalow Village Lane Block 2, Lot 3, Cloud Peak Sixth Filing

G. Affordable Fee Reduction Lien Release for 2003 Bungalow Village Lane, Block 3 Lot 1, Cloud Peak Sixth Filing

H. Affordable Housing Fee Reduction Lien Release for 882 E. College Lot 2 SBC Subdivision

I. Consideration of Award for a One Ton Truck with Dump Bed for the Streets Division

J. Minutes of Regular Council Meeting October 5, 2020

K. Claims

10. Staff Update

A. Sales and Use Tax Update - City Treasurer Karen Burtis

B. Quarterly Financial Report - City Treasurer Karen Burtis

OLD BUSINESS

11. Consideration of Second Reading of Ordinance 2227, a Request to Rezone 11.83 acres of Unplatted Land from R-1 Residence to B-1 Business District, Located at 646 E 5th Street - Community Development Director Wade Sanner

NEW BUSINESS

12.

12. Consideration of Resolution # 49-20, Application from the HUB on Smith to the State Loan and Investment Board for grant funding from the Coronavirus Relive Fund. - Heather Doke, Human Resources Director & Carmen Rideout, The HUB on Smith

13. Consideration of Resolution #48-20, Implementation of Employee Compensation Increases for FY21.

14. Consideration of General Purpose Excise Tax Policy and General Purpose Excise Tax Annual Application Policy - City Treasurer Karen Burtis

15. Council Comments and Requests for Future Agenda Items

16. Executive Session per Wyoming State Statute 16-4-405, To consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price

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

18. Adjournment

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

Planning

MEMORANDUM

Project Name:	**Public Hearing for Resolution #47-20, Wild Goose Subdivision, a Request to Subdivide Property Located at 2760 Big Horn Ave - Community Development Director Wade Sanner**
From:	Wade Sanner, Community Development Director
To:	Mayor and Council
CC:	
Date:	10/06/2020

Potential Findings of Fact:

Prior to approving the final plat, the Planning Commission will need to make the following findings per Sheridan City Code Appendix B §202, staff offers the following comments on the required findings:

The City shall not approve any proposed subdivision of land which, by itself, or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City, unless the application is accompanied by a properly-acknowledged petition for annexation to the City.

This property falls completely within the City limits, so this condition does not apply.

The City shall not approve any proposed subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly-acknowledged agreement not to contest future annexation proceedings.

Again, not applicable in this case, the property is within the city limits.

Every plat shall conform to the Zoning Ordinance currently adopted at the time of final plat approval.

The proposed subdivision conforms to the Zoning Ordinance.

All new subdivision developments within the Airport Influence Area within the city limits of the City of Sheridan shall grant an Avigation Easement to the Sheridan County Airport.

This proposed subdivision is outside of the Airport influence area.

No subdivision shall be approved within the corporate limits of the City of Sheridan, or one mile thereof, unless City Public Works staff concludes that an adequate long-term water supply exists to support the proposed use and density of the subdivision In accordance with City adopted policy. City elected officials acting as Council representatives on other boards or committees that review development shall likewise consider long-range water supply in making any determination.

Water and sewer will be connected to adjacent property's utility extensions and available to all the lots.

Staff has no further comments at this time.

Background:

The applicant, Donald and Christine Cline, are requesting to subdivide one 3.65 acre lot into two lots. The two lots will consist of a 1.91 acre western lot and 1.74 acre eastern lot. The applicant is proposing two utility easements on the eastern lot: a 25-foot utility easement along the northern property line, and a 15-foot utility easement along the southern portion of the property line.

Surrounding properties to the north, south and west are vacant properties zoned Master Plan PUD, and is part of the Morrison Ranch PUD. Properties to the east are large lot single-family homes zoned R-1. Access to the property will be via a 30-foot access easement along the southern portion of the adjacent property to the north, which is part of the Morrison Ranch Filing No. 1 Subdivision. This access easement provides access on to Bighorn Avenue. The property contains a 1,626 square foot home built in 1990, with a 2,400 square foot metal frame shed. The home will remain on the western lot.

This item was heard by the Planning Commission on October 12, 2020. Planning Commission sent a unanimous positive recommendation to the City Council. However, Planning Commission felt that the access to the property was too narrow for Lot 2, and thus, wanted the applicant to renegotiate with the adjacent property owners to ensure a 20-foot wide access minimum. After the Planning Commission hearing and discussion with the adjacent properly owner, the applicant revised the plat to propose an access easement across the northeast corner of Lot 1.

Staff sent out 8 direct nearest neighbor notifications as part of this application, in addition to advertising in the Press and a sign posted on the property. Staff has received no comments to the notices.

Attachments

Resolution

Subdivision Plat

Aerial

CITY OF SHERIDAN
RESOLUTION 47-20

A RESOLUTION approving PL-20-44, the minor plat of the Wild Goose Subdivision, dividing ± 3.65 acres into 2 lots. Zoned R-1 Residence District, located at 2760 Big Horn Avenue.

WHEREAS, the minor plat of the Wild Goose Subdivision has been reviewed for consistency with Appendix B (Subdivision Regulations) and other applicable City code; and

WHEREAS, all applicable requirements for a final plat, have been met and all documents meet the applicable requirements in Appendix B (Subdivision Regulations).

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

That the minor plat of the Wild Goose Subdivision, dividing ± 3.65 acres into 2 lots zoned R-1 Residence District, located at 2760 Big Horn Avenue.

In approving the Wild Goose Subdivision, the City Council finds the following as required by Sheridan City Code Appendix B §202:

A. The property is already within the corporate limits of the City and requires no further action as pertains to annexation.

B. The lots as platted conform to the requirements of the City Zoning Ordinance with the exception of the variances granted.

C. The subdivision falls outside of the Airport Influence Area.

D. As concluded by City Public Works staff, there is adequate long-term water supply to serve this subdivision as of the time of this resolution.

PASSED, APPROVED, AND ADOPTED this 12th day of October 2020.

_____
Roger Miller, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

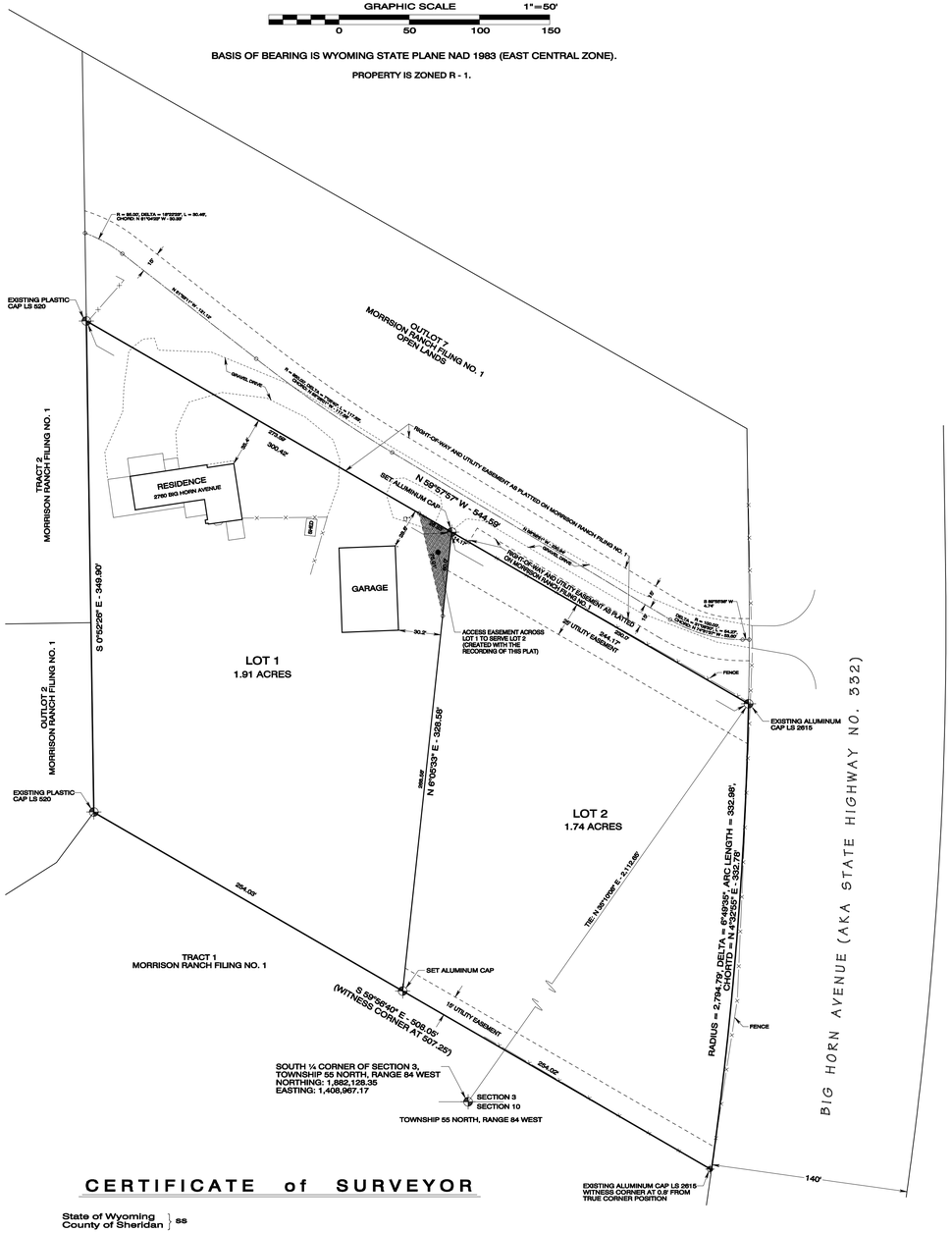
WILD GOOSE SUBDIVISION

DETAIL

GRAPHIC SCALE 1"=50'
0 50 100 150

BASIS OF BEARING IS WYOMING STATE PLANE NAD 1983 (EAST CENTRAL ZONE).

PROPERTY IS ZONED R - 1.



CERTIFICATE of SURVEYOR

State of Wyoming }
County of Sheridan } ss

I, David L. Randall, of Sheridan, Wyoming do hereby certify that I am a duly registered Professional Engineer and Land Surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of the Wild Goose Subdivision as laid out, platted, dedicated and shown hereon, that this plat was made from an accurate survey of said property conducted by me in July and October of 2020 and that this plat correctly shows the location and dimensions of all lots, easements and streets of said subdivision in compliance with the City of Sheridan regulations governing the subdivision of land.

Registration No. 3159 PE & LS

_____
CIVIL ENGINEER and LAND SURVEYOR

CERTIFICATE of OWNERS

Know all men by these presents that the undersigned, Donald Dean Cline and Christine K. Cline, Trustees of the Dean and Christine Cline Living Trust, dated November 13, 2009, being the owners of interest in the land shown on this plat, do hereby certify:

That the foregoing plat designated as Wild Goose Subdivision, being a Subdivision of a Tract of Land in the NW¼SE¼ of Section 3, Township 55 North, Range 84 West of the Sixth Principal Meridian in the City of Sheridan, Sheridan County, Wyoming, more particularly described as follows:

Beginning at a point which bears N 35°10'08" E a distance of 2,112.65 feet from the South ¼ Corner of said Section 3, thence N 59°57'57" W for a distance of 544.59 feet; thence S 0°52'26" E for a distance of 349.90 feet; thence S 59°56'40" E for a distance of 508.05 feet to a point on a non-tangent curve to the left; thence along said curve having a Radius of 2,794.79 feet, through a Central Angle of 6°49'35", and having an Arc Length of 332.98 feet, with a Chord bearing of N 4°32'55" E and Chord distance of 332.78 feet to the point of beginning, said tract containing 3.65 Acres.

That this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the undersigned owners; and that this is a correct plat of the area as it is divided into lots, blocks, streets and easements, and

That the undersigned owners of the land shown and described on this plat does hereby dedicate to the City of Sheridan and its licensees for public use for the indicated purposes, all streets, alleys, easements and other public lands within the boundary lines of the plat, as indicated, and not already otherwise dedicated for public use,

Utility easements, as designated on this plat, are hereby dedicated to the City of Sheridan and its licensees for public use for the purpose of installing, repairing, reinstalling, replacing and maintaining sewers, water lines, gas lines, electric lines, telephone lines, cable TV lines and other froms and types of public utilities now or hereafter generally utilized by the public.

All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

Executed this _____ day of _____, 2020, by:

_____ _____
DONALD DEAN CLINE (TRUSTEE) CHRISTINE K. CLINE (TRUSTEE)

State of Wyoming }
County of Sheridan } ss

On this ____ day of _____, 2020, before me personally appeared Donald Dean Cline and Christine K. Cline, Trustees of the Dean and Christine Cline Living Trust, dated November 13, 2009, to me personally known who, being duly sworn, do hereby acknowledge said instrument to be the free act and deed of the Dean and Christine Cline Living Trust, dated November 13, 2009.

_____
NOTARY PUBLIC

My commission expires: _____.

DIRECTOR of PUBLIC WORKS CERTIFICATE of APPROVAL

This plat has been prepared in accordance with the requirements and procedures outlined in the subdivision regulations of the City of Sheridan, Wyoming and certified this _____ day of _____, 2020 by the Director of Public Works of Sheridan, Wyoming.

_____
DIRECTOR of PUBLIC WORKS

CERTIFICATE of the CITY of SHERIDAN PLANNING COMMISSION

Reviewed by the City of Sheridan Planning Commission this _____ day of _____, 2020.

_____ _____
Attest: VICE-CHAIRMAN CHAIRMAN

CITY of SHERIDAN CERTIFICATE of APPROVAL

Approved by the City Council of the City of Sheridan, Wyoming, this _____ day of _____, 2020.

_____ _____
Attest: CITY CLERK MAYOR

CERTIFICATE of RECORDER

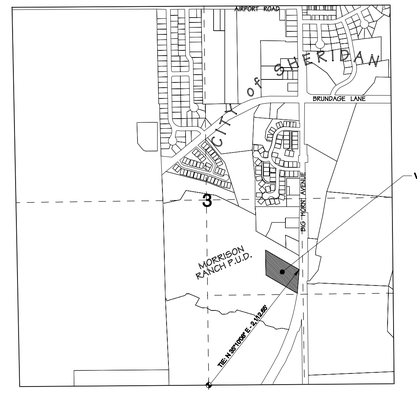
State of Wyoming }
County of Sheridan } ss

This plat was filed for record in the Office of the Clerk and Recorder at ____ O'Clock ____ M., this ____ day of _____, 2020, and is duly recorded in Book _____, Page No. ____ .

_____
COUNTY CLERK

LOCATION

SCALE : 1" = 1000'

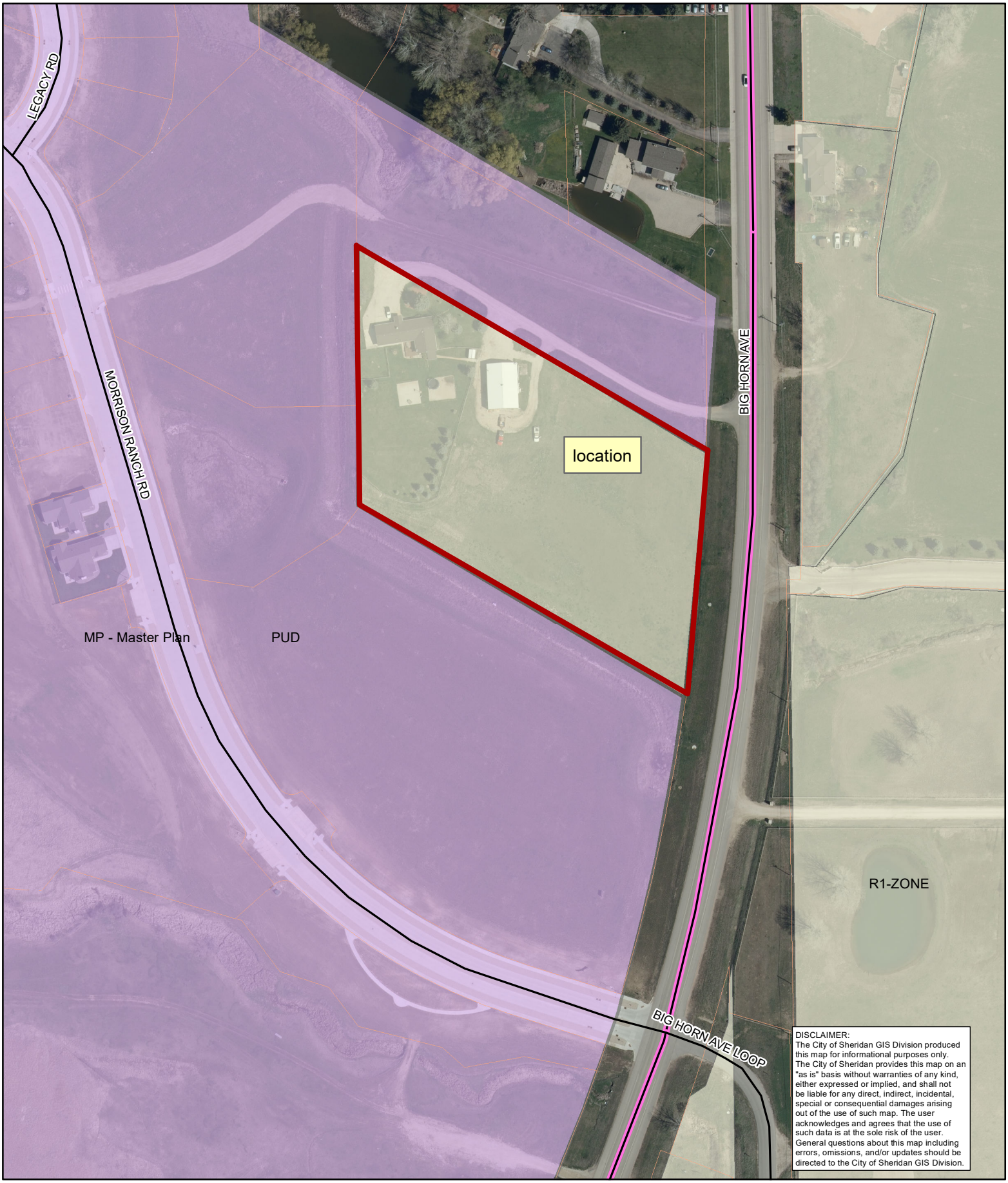


TOWNSHIP 55 NORTH, RANGE 84 WEST

N

PLAT
of the
WILD GOOSE SUBDIVISION
situated in the
NW¼SE¼ of SECTION 3,
TOWNSHIP 55 NORTH, RANGE 84 WEST
of the
SIXTH PRINCIPAL MERIDIAN
in the
CITY of SHERIDAN
SHERIDAN COUNTY, WYOMING
for
DEAN and CHRISTINE CLINE LIVING TRUST,
DATED NOVEMBER 13, 2009
5015 YESNESS LANE
CASPER, WYOMING 82604

REVISED - OCTOBER 14, 2020
DRAWN BY REX RANDALL - SEPTEMBER 8, 2020
RANDALL ENGINEERING SURVEYS - SHERIDAN, WYOMING



CITY OF Sheridan WYOMING

Wild Goose Subdivision

N

0 50 100 200 Feet

Name: sgoodman Date: 10/01/2020

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:	**Consideration of Resolution 47-20, Wild Goose Subdivision, a Request to Subdivide Property Located at 2760 Big Horn Ave**
From:	
To:	Mayor and Council
CC:	
Date:	

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

Planning

MEMORANDUM

Project Name:	**Public Hearing for Resolution #46-20, Arapahoe Subdivision, a Request to Subdivide Property Located at 1802 Warren Ave - Community Development Director Wade Sanner**
From:	Wade Sanner, Community Development Director
To:	Mayor and Council
CC:	
Date:	10/06/2020

Potential Findings of Fact:

Prior to approving the final plat, the City Council will need to make the following findings per Sheridan City Code Appendix B §202, staff offers the following comments on the required findings:

The City shall not approve any proposed subdivision of land which, by itself, or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City, unless the application is accompanied by a properly-acknowledged petition for annexation to the City.

This property falls completely within the City limits, so this condition does not apply.

The City shall not approve any proposed subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly-acknowledged agreement not to contest future annexation proceedings.

Again, not applicable in this case, the property is within the city limits.

Every plat shall conform to the Zoning Ordinance currently adopted at the time of final plat approval.

The subdivision conforms to the Zoning Ordinance. The applicant is subdividing the property along a 4-foot grade change in the middle of the lot. The applicant is requesting a variance from the 20-foot rear yard minimum setback for the Proposed Tract B. Staff has no objections to this request. A variance request letter has been provided by the applicant.

All new subdivision developments within the Airport Influence Area within the city limits of the City of Sheridan shall grant an Avigation Easement to the Sheridan County Airport.

This proposed subdivision is outside of the Airport influence area.

No subdivision shall be approved within the corporate limits of the City of Sheridan, or one mile thereof, unless City Public Works staff concludes that an adequate long-term water supply exists to support the proposed use and density of the subdivision In accordance with City adopted policy. City elected officials acting as Council representatives on other boards or committees that review development shall likewise consider long-range water supply in making any determination.

Water and sewer will be connected to adjacent property's utility extensions and available to all the lots.

Staff has no further comments at this time.

Background:

The applicant, Mark and Fran Smith, are proposing a 2-lot subdivision on the property located at 1802 Warren Avenue, which is at the southwest corner or Arapahoe Street and Warren Avenue. The existing properly is 13,939 square feet (0.32 acres) and zoned R-1. According to the Sheridan County Assessor, the properly contains a 1,122 square foot home built in 1946, with two garages that are 308 square feet and 484 square feet. Surrounding properties are single-family homes zoned R-1.

The applicant is proposing to divide the properly in half to the west of the home, and remove the 308 square foot garage. The applicant will then construct a new 2,800 square foot single-family home facing north towards Arapahoe Street with an attached garage. The property has a 16-foot grade change from southwest to northeast with a 9% slope. The applicant is subdividing the property along a 4-foot grade change in the middle of the lot.

In order to divide the properly with adequate room for a home on Tract A, the new property line will be 8.37 feet from the home on Tract B at its farthest point and 7.15 feet from the nearest point. Due to the orientation of the home and the lot configuration, the applicant is requesting a variance from the 20-foot rear yard setback from the proposed Tract B. The variance letter is attached to this report.

Staff sent out 39 direct nearest neighbor notifications as part of this application, in addition to advertising in the Press and a sign posted on the property. Staff has received one inquiry on the application, but no objections.

Attachments

Resolution

Variance Letter

Subdivision Plat

Aerial

CITY OF SHERIDAN
RESOLUTION 46-20

A RESOLUTION approving PL-20-43, the minor plat of the Arapahoe Subdivision, dividing ± 13,939 square feet into 2 lots. Zoned R-1 Residence District, located at 1802 Warren Avenue.

WHEREAS, the minor plat of the Wild Goose Subdivision has been reviewed for consistency with Appendix B (Subdivision Regulations) and other applicable City code; and

WHEREAS, all applicable requirements for a final plat, have been met and all documents meet the applicable requirements in Appendix B (Subdivision Regulations).

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

That the minor plat of the Arapahoe Subdivision, dividing ± 13,939 square feet into 2 lots zoned R-1 Residence District, located at 1802 Warren Avenue.

In approving the Wild Goose Subdivision, the City Council finds the following as required by Sheridan City Code Appendix B §202:

A. The property is already within the corporate limits of the City and requires no further action as pertains to annexation.

B. The lots as platted conform to the requirements of the City Zoning Ordinance with the exception of the variances granted.

C. The subdivision falls outside of the Airport Influence Area.

D. As concluded by City Public Works staff, there is adequate long-term water supply to serve this subdivision as of the time of this resolution.

PASSED, APPROVED, AND ADOPTED this 12th day of October 2020.

_____
Roger Miller, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

RANDALL ENGINEERING SURVEYS
722 Monte Vista
Sheridan, Wyoming 82801
Phone 307-672-6003
Fax 307-672-6003

10/2/20

Sue Goodman, Planning Division
City of Sheridan
55 East Grinnell
Sheridan, Wyoming 82801

Re: Variance Request to Accompany the Arapahoe Subdivision Submittal.

This letter is to serve as a request for a variance from the 20 foot rear yard minimum setback for the Proposed Tract B. This is a requirement in the City of Sheridan Zoning Regulations. I am forwarding this to you on behalf of Mark D. Smith and Fran M. Smith and am acting as their agent regarding the plat submittal. The subdivision plat will create a lot line that will be 7.15 feet from the existing residence at 1802 Warren. The existing residence was built in 1946, which predates zoning.

I respectfully request the variances for the following reasons:

1. The proposed Tract B is a corner lot, and despite the address and front door facing Warren, the property is laid out as if it faces Arapahoe and would be conducive with the adjacent Proposed Tract A if it were considered a side yard setback.

2. The usable "rear-yard" for Tract B is the area to the Southwest between the main house and Southeastern extension.

3. Fire-code separation distances will be maintained.

If you have any questions feel free to contact me. Thank you.

Respectfully yours,

David L. Randall

ARAPAHOE SUBDIVISION

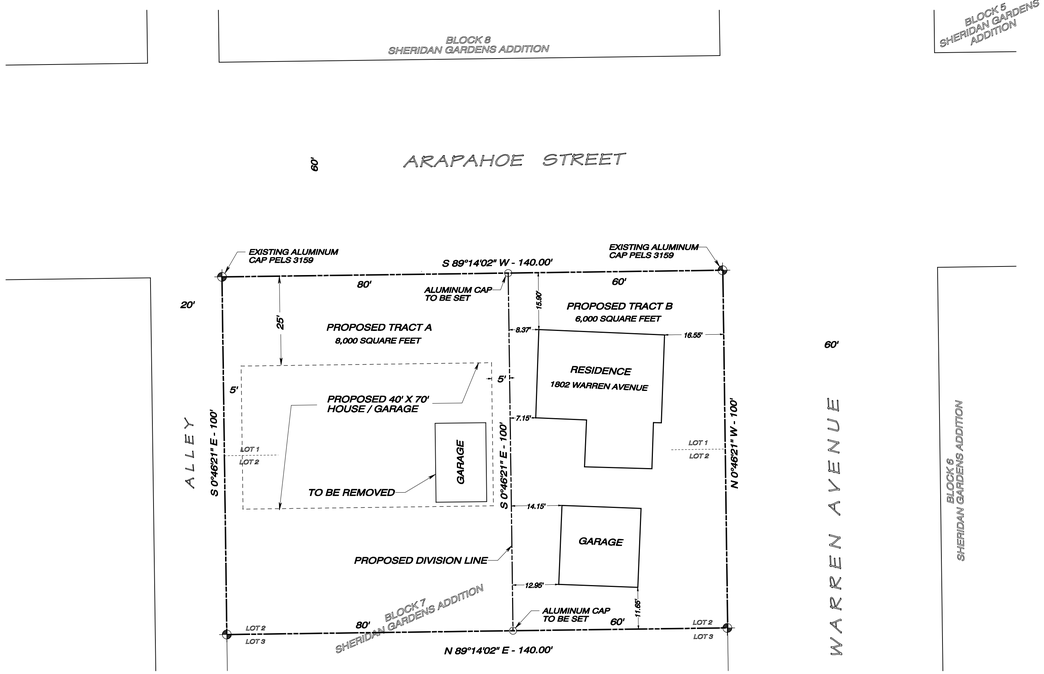
DETAIL

GRAPHIC SCALE 1"=20'

0 20 40 60

BASIS OF BEARING IS WYOMING STATE PLANE NAD 1983 (EAST CENTRAL ZONE).

PROPERTY IS ZONED R - 1.



CERTIFICATE of OWNERS

Know all men by these presents that the undersigned, Mark D. Smith and Fran M. Smith, husband and wife, and First Northern Bank of Wyoming, being the owners, proprietors, or parties of interest in the land shown on this plat, do hereby certify:

That the foregoing plat designated as Arapahoe Subdivision, being a Replat of Lots 1 and 2, Block 7 of Sheridan Gardens Addition to the City of Sheridan, Sheridan County, Wyoming.

That this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors; and that this is a correct plat of the area as it is divided into lots, blocks, streets and easements, and

That the undersigned owners of the land shown and described on this plat does hereby dedicate to the City of Sheridan and its licensees for public use for the indicated purposes, all streets, alleys, easements and other public lands within the boundary lines of the plat, as indicated, and not already otherwise dedicated for public use,

Utility easements, as designated on this plat, are hereby dedicated to the City of Sheridan and its licensees for public use for the purpose of installing, repairing, reinstalling, replacing and maintaining sewers, water lines, gas lines, electric lines, telephone lines, cable TV lines and other froms and types of public utilities now or hereafter generally utilized by the public.

All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

Executed this _____ day of _____ , 2020, by:

_____ Mark D. Smith

_____ Fran M. Smith

State of Wyoming } ss
County of Sheridan }

The foregoing instrument was acknowledged before me this _____ day of _____ , 2020, by Mark D. Smith and Fran M. Smith, husband and wife.

_____ NOTARY PUBLIC

My commission expires: _____ .

Also executed by:

The undersigned, First Northern Bank of Wyoming, hereinafter MORTGAGEE, holds a mortgage in and to the property embraced by this subdivision plat, which mortgage was filed with the Clerk of Sheridan County and Ex-Officio Recorder of Deeds in Book _____ of Mortgages, at Page _____ Receiving Number _____ , MORTGAGEE, by his signature on this plat, consents to the dedications made herein and specifically releases all streets, alley,parks, easements, open spaces and other areas dedicated to the City of Sheridan for public use, as listed and described on this plat, from the aforementioned mortgage.

First Northern Bank of Wyoming (Mortgagee)
by _____ .
State of Wyoming } ss
County of Sheridan }

On this _____ day of _____ , 2020, before me personally appeared _____ to me personally known who, being duly sworn, did say that he is the _____ of First Northern Bank of Wyoming, and that the seal affixed to said Instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors and said _____ acknowledged said Instrument to be the free act and deed of said corporation.

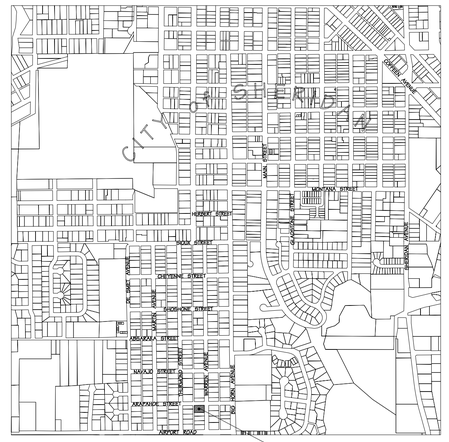
Given under my notarial seal this _____ day of _____ ,2020.

_____ NOTARY PUBLIC

My commission expires: _____ .

LOCATION

SCALE : 1" = 1000'



N

DECLARATION VACATING PREVIOUS PLATTING

This plat is a Replat of Lots 1 and 2, Block 7 of Sheridan Gardens Addition to the City of Sheridan, Wyoming, as recorded in Drawer "S" of Plats, Map No. 10, of the Records of the Sheridan County Clerk. All earlier plats or portions thereof encompassed by the boundary of this plat are hereby vacated.

CERTIFICATE of SURVEYOR

State of Wyoming } ss
County of Sheridan }

I, David L. Randall, of Sheridan, Wyoming do hereby certify that I am a duly registered Professional Engineer and Land Surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of Arapahoe Subdivision as laid out, platted, dedicated and shown hereon, that this plat was made from an accurate survey of said property conducted by me in July and August of 2020 and that this plat correctly shows the location and dimensions of all lots, easements and streets of said subdivision in compliance with the City of Sheridan regulations governing the subdivision of land.

Registration No. 3159 PE & LS

_____ CIVIL ENGINEER and LAND SURVEYOR

CERTIFICATE of the CITY of SHERIDAN PLANNING COMMISSION

Reviewed by the City of Sheridan Planning Commission this _____ day of _____ , 2020.

_____ Attest: VICE-CHAIRMAN

_____ CHAIRMAN

CITY of SHERIDAN CERTIFICATE of APPROVAL

Approved by the City Council of the City of Sheridan, Wyoming, this _____ day of _____ , 2020.

_____ Attest: CITY CLERK

_____ MAYOR

DIRECTOR of PUBLIC WORKS CERTIFICATE of APPROVAL

This plat has been prepared in accordance with the requirements and procedures outlined in the subdivision regulations of the City of Sheridan, Wyoming and certified this _____ day of _____ , 2020 by the Director of Public Works of Sheridan, Wyoming.

_____ DIRECTOR of PUBLIC WORKS

CERTIFICATE of RECORDER

State of Wyoming } ss
County of Sheridan }

This plat was filed for record in the Office of the Clerk and Recorder at _____ O'Clock __ M., this _____ day of _____ , 2020, and is duly recorded in Book _____, Page No. ___ .

_____ COUNTY CLERK

PLAT

of the

ARAPAHOE SUBDIVISION

being a REPLAT of

LOTS 1 and 2, BLOCK 7

of

SHERIDAN GARDENS ADDITION

to the

CITY of SHERIDAN
SHERIDAN COUNTY, WYOMING

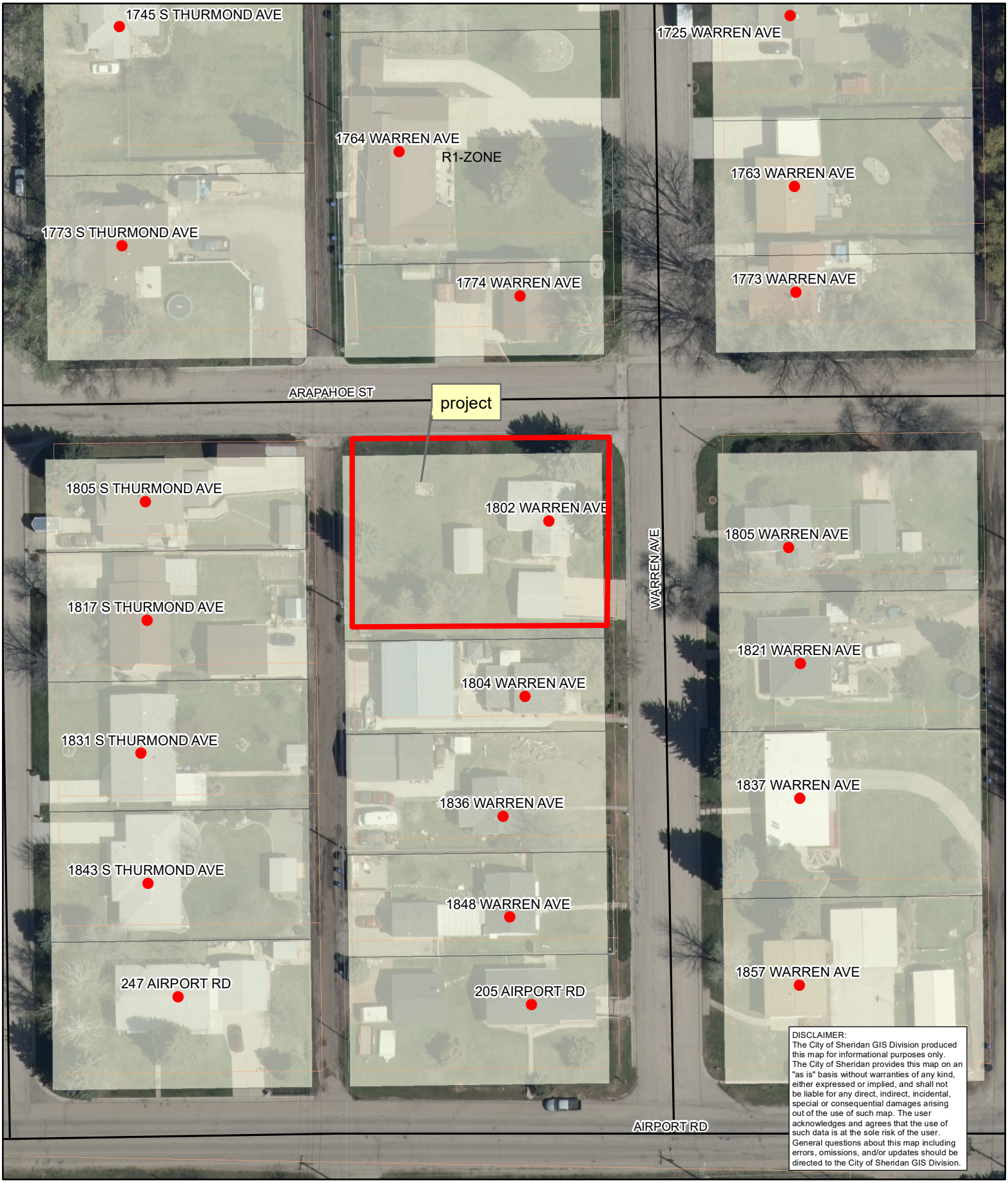
addressed as

1802 WARREN AVENUE

for

MARK D. SMITH and FRAN M. SMITH
472 EAST FIFTH STREET
SHERIDAN, WYOMING 82801

DRAWN BY REX RANDALL - SEPTEMBER 30, 2020
RANDALL ENGINEERING SURVEYS - SHERIDAN, WYOMING



CITY OF Sheridan WYOMING

Arapahoe Subdivision

N

0 25 50 100 Feet

Name: sgoodman Date: 09/17/2020

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:	**Consideration of Arapahoe Subdivision, a Request to Subdivide Property Located at 1802 Warren Ave**
From:	
To:	Mayor and Council
CC:	
Date:	

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:	**Affordable Housing Fee Reduction Lien Release for 1644 Parker Avenue Lot 10, Block 23 Downer Addition**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 1644 Parker Ave. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

1644 Parker Ave

2011-689395 7/20/2011 2:15 PM PAGE: 1 OF 1
BOOK: 802 PAGE: 462 FEES: $8.00 SM MORTGAGE
EDA SCHUNK THOMPSON, SHERIDAN COUNTY CLERK

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, owner of the real property located at 1644 Parker Avenue described below (herein "Owner") who agrees, consents, grants and voluntarily permits the Lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-09, the Sheridan City Council adopted various fee reductions to encourage the creation of affordable housing. In particular, the City Council resolved to offer a reduction of water and sewer Plant Investment Fees and building permits for housing sold to income qualified buyers.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (#4598). In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner sells the burdened property to someone other than an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met, this Lien shall expire after a period of five (5) years from the date of signature of this Lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree to the terms herein.

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as Lot 10, Block 23, Downer Addition, City of Sheridan, Sheridan County, Wyoming (herein the "property")

LIEN AMOUNT.
The initial lien amount under this Lien shall be Dollars ($4370).

RELEASE.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) Owner's reimbursement to City of the above-described lien amount in the event that the property is sold to buyer(s) who are not income-qualified buyers, as defined below, within five (5) years from the date hereof; OR (2) if the reimbursement payment, above, does not trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below eighty Percent (80 %) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 12th day of July, 2011.

By: Paula J. Crosley
Name
Paula Crosley

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by **Name**: Paula J. Crosley the 12th day of July, 2011.

Witness my hand and official seal.

Ami Rene Puuri
Notary Public

My Commission expires:

AMI RENE PUURI NOTARY PUBLIC
COUNTY OF SHERIDAN STATE OF WYOMING
MY COMMISSION EXPIRES MAY 17, 2015

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:	**Affordable Housing Fee Reduction Lien Release for 1762 Poplar Trail, Block 2, Lot 7 Poplar Grove**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 1762 Poplar Trail. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

1762 Poplar Trail

354

643721 MORTGAGE
BOOK 744 PAGE 0354
RECORDED 06/17/2009 AT 10:45 AM
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, **Habitat for Humanity**, owner of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 25% reduction for income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (**09-06-3063**) In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: **1762 Poplar Trail ,Block 2, Lot 7 Poplar Grove**, City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be **six Thousand** Dollars ($**6000.00**).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below **Sixty** Percent (**60%**) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 17 day of June, 2009.

By: _____

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Jessica Lindsley, on the 17 day of June, 2009.

Witness my hand and official seal.

Susan Goodman
Notary Public

My Commission Expires: June 12 2010

SUSAN M GOODMAN - NOTARY PUBLIC
County of Sheridan State of Wyoming
My Commission Expires June 12, 2010

Sean

354

NO.643721 10:45 AM 06/17/2009
MORTGAGE
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $8.00 DR RETURN TO: SHERIDAN CITY CLERK
PO BOX 848 SHERIDAN,WY 82801

643721

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:	**Affordable Housing Fee Reduction Lien Release for 1245 Rosewood Ct Lot 18, Block 5 of Woodland Park Subdivision**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 1245 Rosewood Ct. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

1245 Rosewood Ct

2011-687863 5/4/2011 10:15 AM PAGE: 1 OF 1
BOOK: 797 PAGE: 698 FEES: $8.00 VL MORTGAGE
EDA SCHUNK THOMPSON, SHERIDAN COUNTY CLERK

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW Richard Cosgrove, Pauline Cosgrove, Kelley Cosgrove owners of the real property described below (herein "Owner") who agrees, consents, grants and voluntarily permits the Lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-09, the Sheridan City Council adopted various fee reductions to encourage the creation of affordable housing. In particular, the City Council resolved to offer a reduction of water and sewer Plant Investment Fees and building permits for housing sold to income qualified buyers.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction #4421). In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner sells the burdened property to someone other than an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met, this Lien shall expire after a period of five (5) years from the date of signature of this Lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree to the terms herein.

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as Lot 18, Block 5, of Woodland Park Subdivision, City of Sheridan, Sheridan County, Wyoming, as recorded May 28, 2008 in Book W of plats Page 61. (herein the "property").

LIEN AMOUNT.
The initial lien amount under this Lien shall be **One thousand five hundred** Dollars ($**1500**).

RELEASE.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) Owner's reimbursement to City of the above-described lien amount in the event that the property is sold to buyer(s) who are not income-qualified buyers, as defined below, within five (5) years from the date hereof; OR (2) if the reimbursement payment, above, does not trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below **eighty** Percent (**80 %**) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 3rd day of May, 2011.

By: Richard Cosgrove
Richard Cosgrove

By: Pauline Cosgrove
Pauline Cosgrove

BY: Kelley Cosgrove
Kelley Cosgrove

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Richard Cosgrove, Pauline Cosgrove, Kelley Cosgrove, the 3rd day of May, 2011.

Witness my hand and official seal.

Notary Public

My Commission Expires: 5-13-14

BRIAN T. KINNISON NOTARY PUBLIC EXP. 5/13/2014 SHERIDAN COUNTY WYOMING

NO. 2011-687863 MORTGAGE
EDA SCHUNK THOMPSON, SHERIDAN COUNTY CLERK
WILCOX AGENCY

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:	**Affordable Housing Fee Reduction Lien Release for 1783 Poplar Trail, Block 1, Lot 9 Poplar Grove**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 1783 Poplar Trail. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

1783 Poplar Trail

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, **Anjelica Fajardo**, owner of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 25% reduction for income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (**02-09-2729**) In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: **1783 Poplar Trail ,Block 1, Lot 9 Poplar Grove,** City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be **four Thousand** Dollars (**$4000.00**).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below **Eighty** Percent (**80%**) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 29 day of June, 2009.

By: Anjelica Fajardo

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Anjelica Fajardo, on the 24th day of JUNE, 2009.

Witness my hand and official seal.

Carolyn A Byrd
Notary Public

My Commission Expires: 7-25-2011

CAROLYN A. BYRD - NOTARY PUBLIC
County of Sheridan State of Wyoming
My Commission Expires July 25, 2011

611

645027 MORTGAGE
BOOK 745 PAGE 0611
RECORDED 06/30/2009 AT 10:30 AM
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK

611

NO.645027 10:30 AM 06/30/2009
MORTGAGE
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $8.00 AK RETURN TO: SCTIA

6186

645027

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:	**Affordable Housing Fee Reduction Lien Release for 2024 Bungalow Village Lot 6, Block 2 of the Cloud Peak Ranch Sixth Filing, P.U.D.**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 2024 Bungalow Village. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

2024 Bungalow Village

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, Gary and Amy Bennage, owners of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 25% reduction foe income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (B07-0386). In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: Lot 6, Block 2, of the Cloud Peak Ranch, 6th Filing, P.U.D. City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be One Thousand Two Hundred Dollars ($1,200).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below One Hundred (100%) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as

reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 9th day of JANUARY, 2008.

By: Gary Bennage

By: Amy Bennage

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Gary Bennage and Amy Bennage, on the 9th day of January, 2008.

Witness my hand and official seal.

Notary Public

My Commission Expires: 7-25-2011

CAROLYN A. BYRD - NOTARY PUBLIC
County of Sheridan State of Wyoming
My Commission Expires July 25, 2011

BK B Pg 13

NO.596919 08:45 AM 01/10/2008
LIEN STATEMENT
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $11.00 MD RETURN TO: SCTIA

596919

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:	**Affordable Housing Fee Reduction Lien Release for 2010 Bungalow Village Lane Block 2, Lot 3, Cloud Peak Sixth Filing**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 2010 Bungalow Village Lane. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

2010 Bungalow Village Lane

601177 MORTGAGE
BOOK 698 PAGE 0432
RECORDED 02/29/2008 AT 11:10 AM
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, Kelly Lenart , owner of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 25% reduction foe income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (B07-0467). In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: 2010 Bungalow Village Lane, Block 2, Lot 3, Cloud Peak sixth Filing, City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be twelve hundred Dollars ($1200.00).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below One Hundred Percent (100%) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to

the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 12 day of Feb, 2008.

By: Kelly Lenart

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

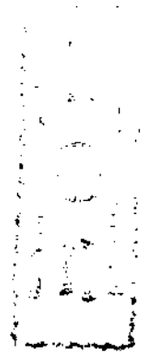
The above and foregoing was subscribed and sworn to before me by Kelly Lenart, on the 28th day of FEBRUARY, 2008.

Witness my hand and official seal.

Notary Public

My Commission Expires: 7-25-2011

CAROLYN A. BYRD - NOTARY PUBLIC
County of Sheridan
State of Wyoming
My Commission Expires July 25, 2011



432-433

NO.601177 11:10 AM 02/29/2008
MORTGAGE
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $11.00 VL RETURN TO: SCTIA

601177

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:	**Affordable Fee Reduction Lien Release for 2003 Bungalow Village Lane, Block 3 Lot 1, Cloud Peak Sixth Filing**
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 2003 Bungalow Village Lane. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

2003 Bungalow Village

674

603380 MORTGAGE
BOOK 700 PAGE 0674
RECORDED 03/24/2008 AT 02:30 PM
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, Eydie L. Simpson , owner of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

- A 25% reduction for income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (B07-0383). In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: 2003 Bungalow Village Lane, Block 3, Lot 1, Cloud Peak sixth Filing, City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be Thirty Six hundred Dollars ($3600.00).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below One Hundred Percent (100%) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to

the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 24 day of March, 2008.

Eydie L Simpson
By: Eydie L. Simpson

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Eydie L. Simpson , on the 24 day of March, 2008.

Witness my hand and official seal.

Carolyn A. Byrd
Notary Public

My Commission Expires: 7-25-2011

CAROLYN A. BYRD - NOTARY PUBLIC
County of Sheridan State of Wyoming
My Commission Expires July 25, 2011

674-675

NO.603380 02:30 PM 03/24/2008
MORTGAGE
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $11.00 VL RETURN TO: SCTIA

603380

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: Affordable Housing Fee Reduction Lien Release for 882 E. College Lot 2 SBC Subdivision

From: Cecilia Good, City Clerk

To: Mayor and Council

CC: City Administrator Stuart McRae

Date: 10/19/2020

Recommendation:

Staff recommends that Mayor and Council approve the release of the lien on 882 E College. This lien is past the 5 year time limit established in the recorded instrument.

Attachments

882 E College

AFFORDABLE HOUSING FEE REDUCTION LIEN

COMES NOW, Lori Ann McDuffie, owner of real property, (herein "Owner") who hereby agrees, consents and voluntarily permits the lien herein in favor of the City of Sheridan (herein "City"), for the following purposes and under the following terms.

STATEMENT OF PURPOSE /OWNER'S AGREEMENT TO LIEN:
Pursuant to Sheridan City Council Resolution 47-07, the City Council has adopted various fee reductions to encourage the creation of affordable housing. In particular the Council resolved to offer a reduction of water and sewer Plant Investment Fees for housing sold to income qualified buyers. Those reductions were as follows:

- A 75% reduction for income qualified buyers with total household income less than 60% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 50% reduction for income qualified buyers with total household income less than 80% of the Area Median Income (AMI) as established by the US Department of Housing and Urban Development.
- A 25% reduction for income qualified buyers making less than 100% Area Median Income (AMI) as established by the US Department of Housing and Urban Development.

The Owner has benefited from a reduction in Plant Investment Fees in conjunction with a building permit for new residential construction (B07-0633) In order to guarantee that this reduction will contribute to the advancement of affordable housing, the Owner agrees to this Lien in an amount equal to the reduction to ensure that: (1) the burdened real property is sold to an income-qualified buyer; or (2) in the event that the Owner cannot find an income qualified buyer, then the Owner shall reimburse the City the amount of the fee reduction; or (3) in the event that neither of the proceeding conditions are met the lien shall expire after a period of five (5) years from the date of signature of this lien.

THEREFORE, in consideration of the mutual covenants, promises and agreements between Owner and City, and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the Owner does hereby agree as follows

BURDENED REAL PROPERTY:
This Lien shall burden the real property described as: 882 E. College. Lot 2 SBC Subdivision, City of Sheridan, Sheridan County, Wyoming (herein the "lot" or "lots").

LIEN AMOUNT.
The initial lien amount under this Lien shall be Four Thousand Dollars ($4000.00).

RELEASES.
This Lien shall be released in full of record after request from the Owner (or Owner's successors) and upon the earliest of the following events: (1) City' receipt of written confirmation that the above described lot/lots is being sold to income-qualified buyers (as defined hereinafter), or (2) Owner's reimbursement to City of the above-described lien amount in the event that the property is not sold to income-qualified buyers, or (3) if neither event 1 or 2, above, trigger the release of this lien, then this lien shall automatically expire and be of no further force or effect after a period of five (5) years from the date of signature below.

Owner shall provide the written evidence to the City of a buyer's qualifications meeting the income-qualified level hereunder of below Eighty Percent (80%) of the Area Median Income as established by the US Department of Housing and Urban Development when Owner desires the release of the lien. In the event that the Owner is unable to find an income qualified buyer, the Owner shall provide a written statement to that effect, as well as reimbursement to the City for the amount stated above. Such evidence shall be provided to the Sheridan City Planning and Development Director for confirmation and procurement thereafter of the release.

DATED this 6 day of OCT, 2008.

By: Lori Ann McDuffie

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

The above and foregoing was subscribed and sworn to before me by Lori McDuffie, on the 6 day of October, 2008.

623250 MORTGAGE
BOOK 718 PAGE 0410
RECORDED 10/06/2008 AT 01:00 PM
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK

Witness my hand and official seal.

SUSAN M GOODMAN - NOTARY PUBLIC
County of Sheridan
State of Wyoming
My Commission Expires June 12, 2010

Susan Goodman
Notary Public

My Commission Expires: June 12, 2010

410-411

NO.623250 01:00 PM 10/06/2008
MORTGAGE
AUDREY KOLTISKA, SHERIDAN COUNTY CLERK
FEE $11.00 DR RETURN TO: JULIE BADLEY IN PERSON
CALL 751-0594

623250

CITY OF SHERIDAN, WYOMING

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

Public Works

MEMORANDUM

Project Name:	Consideration of Award for a One Ton Truck with Dump Bed for the Streets Division
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	
Date:	10/05/2020

Recommendation:

The City of Sheridan received sealed bids for a one ton truck with a dump bed through September 29, 2020. The bid opening took place on September 29. 2020. Staff recommends that the Mayor and City Council award the purchase of a one ton truck with dump bed to Fremont Motors of Casper, WY, the lowest qualified bid, in the amount of $43,485.00.

Background:

The purchase of this one ton truck with a dump bed was included in the Fleet Replacement Plan and has been previously budgeted.
Requests for bids were advertised September 18 - September 29. 2020, and the bid opening was held on September 29. 2020. The bid results were as follows:

- **Fremont Motors Casper - $43,485.00**
- Fremont Motors Casper - $46,598.00
- Fremont Motors Sheridan - $44,078.00
- Fremont Motors Sheridan - $47,191.00

Funding:

The purchase of this one ton truck with dump bed will be fully funded with Direct Distribution Funds for the Streets Fleet Replacement Budget.

Attachments

Bid Tabulation

AWARD OF BIDS

Street One Ton Truck with Dump Bed Sept. 29,2020

Company	**Fremont Sheridan**	**Fremont Sheridan**		
5% Bid Bond	yes	yes		
Bid Amount	$44078 Ford with Able Eq	$47191 Ford with Ameritech		
Trade-in	na	na	na	na

Company	**Fremont Casper**	**Fremont Casper**		
5% Bid Bond	yes	yes		
Bid Amount	$43485 Dodge with Able Eq	$46598 Dodge with Ameritech		
Trade-in	na	na	na	na

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 October 5, 2020**
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Minutes

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **October 5, 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 Bev Leichtnam.

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 and Councilor Patrick Henderson. Members of staff attending included City Administrator Stuart McRae, Utilities Director Dan Roberts, Public Works Director Lane Thompson, City Clerk Cecilia Good, Human Resources Director Heather Doke, and various other City staff.

5. Councilor Shafer moved, seconded by Councilor Bridger to approve the agenda. Council approved the motion; voice vote: unanimous.

6. Comments from the Public

A. John Fafoutakis discussed fluoride.

7. Community Update

A. Recognition of SHS Golf Teams - Coach Kaelee Saner

8. Consent Agenda

Mayor Miller read aloud the Consent Agenda Items

A. Consideration of Bid Award to Veolia ES Technical Solutions, LLC for Household Hazardous Waste Disposal Services

B. Minutes of Regular Council Meeting September 21, 2020

C. Claims

City of Sheridan		
Claims paid on 10/06/2020		
Sum of Amount		
Vendor Name	Description	Total
A Plus Plumbers & Appliance Repair	Fixed Clog in Bathroom Sink at Landfill	123.10
Ace Hardware-Newkirk	parts and supplies	309.39
Advocacy & Resource Ctr	1st Quarter FY21 payment	1,875.00
Amazon Capital Services #A33MIR27FEZN42	Conference chairs/ipad cases/vacuum sealer bags	4,253.22
American Welding & Gas, Inc.	Carbon Dioxide and Discs	119.02
Ashley Avey and Joey Reece	Deposit refund / 835 W Burkitt St	90.00
Axis Forensic Toxicology, Inc	Lab Results - 20P007181	340.00
Bear's Paw Embroidery	Uniform Embroidery	70.00
Bino's Wholesale, LLC	Bulk Cleaning Supplies for station	892.19
Bluemel Plumbing & Heating	kendrick golf course toilet repair	134.75
Brandon Ray	Deposit refund / 477 Amanda Ln	20.92
Brian's Boot & Shoe	Boots	296.90
Buggy Bath Car Wash	Monthly Truck Washing for SWR - August 2020	236.13

C & K Equipment	box broom unit 3.43 st	955.53
Caliper	Essentials with Debrief	368.00
Cameron Spade	Deposit refund / 507 N Sheridan Ave #203	14.41
Carolyn A. Byrd	BOA and PC minutes	300.00
Carquest Auto Parts	parts and supplies	606.30
CED- Consolidated Electrical Distributers Inc.	decorative light repair - signs	628.80
Cedars Health LLC	August Occupational Health Testing	307.97
Chelsey Biegler	Deposit refund / 448 W Burkitt St	42.52
Child Development Center	1st Quarter FY21 payment	1,406.00
Cindy Johns	Deposit refund / 1373 Ridgeway Ave	25.42
Cloud Peak Heating and Air	Deposit refund / 951 Werco Ave	57.15
CMI-Teco	heater fan unit 7.18 wc	269.05
Coca-Cola Bottling Company High Country	Pallet of Water for SWR 09-15-20	347.20
Colorado Barricade Co.	construction cones - st	768.28
Compass - Center for Families	1st Quarter FY21 payment	2,500.00
Comtronix	UM shop alarm service	372.00
Connie Rangatore	Balance refund / 980 Pinyon Pl	76.73
County Trash, LLC	bi weekly dumpster pick-up	110.00
Crescent Electric	Conduit fittings	10.46
Crossfire, LLC	Deposit refund / bulk water #612	10.00
Dana Kepner Company	Manhole adjustment rings/repair sleeve bolts/clamps	7,565.87
David Ford	Deposit refund / 896 W Works St	65.61
Debbie Davis	meals per diam travel/training (5)	247.50
Derek Neiger	Deposit refund / 1265 Illinois St	65.15
DETCO Industries, Inc.	citris tagr - 5 gallons - hot plant	278.04
Dog and Cat Shelter	1st Quarter FY21 payment	8,562.50
Downtown Sheridan Assoc	1st Quarter FY21 payment	4,688.00
Dylan Manzer	Deposit refund / 326 Kilbourne St	28.38
Emily Julian	Deposit refund / 1120 Illinois St	67.19
Employ, LLC	Temporary Labor Deposit refund / 30 Grinnell Plz/temp labor	4,878.82 4,199.35
Energy Laboratories, Inc	TOC Water testing- Sept	178.00
Engineering Associates	5th St Sewer Creek Crossing-Design #4756	975.00
Entenmann - Rovin Co.	Chief duty badge	185.75
Eric Detmer	Deposit refund / 732 Adair Ave	78.05
Fastenal Company	nuts bolts unit 7.11 wc	32.37
Frederick B. Napoli	honorarium for artist	1,000.00
Gades Sales Co., Inc.	brindage lane signal repair - signs	160.63
Gerald Fulkerson	Deposit refund / 1431 Birch St	68.84
Grainger, Inc.	electrolites - supplies	63.80
Habitat for Humanity	1st Quarter FY21 payment	1,875.00
Hach Company	service contract of equipment certification	8,845.00
Hawkins Inc	hypochlorite tablets/sodium hex/process chemical	7,979.64
Heartland Kubota, LLC	Brush Hog	2,000.00
Herman Terhaar	Balance refund / 616 N Gould St	59.86
High Land Inc.	Pickleball Court-Misc/N Sheridan interchange misc	6,586.25
Home Depot Credit Services	firewood, top for burn barrel, copper connectors,multi tool work set	649.75
International Code Council, Inc.	Membership Renewal Kevin Bare	145.00
J S Machine and Welding	manufacture of 2 aerator shafts	1,340.00
Vendor Name	Description	Total
Jacob Lutes	Deposit refund / 145 Brock Ave	42.35
Jake Whitaker	Deposit refund / 848 Illinois St	14.34
Jeannette Hall	Deposit refund / 304 S Brooks St	61.09
Jill W Chase	SPAC Coordinator Sept 2020	750.00
Jim & Kristine Adams	Deposit refund / 1353 N Main St	44.83
Jodie Beltran	Deposit refund / 167 W 4th St	90.00
John Deere Financial #1111308145	Sisal Rope for Ladder Truck/drill bit set/impact bit/cleaning rod	332.29
Jolene Mills	Deposit refund / 935 1/2 Emerson St	68.94
Jonathan P Syring	Reimb Navy Firefigher Work Shirt Inv E1996974	84.24

Jonathan Snoozy	Uniform boot reimbursement	138.63
Josh Bolin	CDL License	46.00
Josh Paisley	Deposit refund / 1943 Edwards Dr #A	63.58
Julie and Jonathan Miesse	Deposit refund / 1229 Spaulding St	59.51
Kimball Midwest	drill set ultra cut lubricant shop supplies	383.87
KXK Construction	concrete repairs Bellevue curb	1,200.00
Larry McFarland	Deposit refund / 412 S Sheridan Ave	48.93
Leah Tannehill	Deposit refund / 813 Gladstone St #A	90.00
Lisa Carlson	Deposit refund / 263 S Canby St	50.65
Lora Bevers	Deposit refund / 690 Meridian St	66.26
Luke A Goddard	Medical Doctor Coverage for October 2020	500.00
Madison Judge	Deposit refund / 125 W Nebraska St	72.89
Mary Redman	Deposit refund / 1650 Yonkee Ave	55.07
Matt Misslin	Reimbursement for bike patrol duty boots	139.99
Michael Macgibbons	Deposit refund / 2094 Featherbed Ln	25.80
Michael Moore	Deposit refund / 528 1/2 Delphi Ave	66.15
Miller Insulation Co, Inc	Deposit refund / 1845 Gabrielle Ct #C	90.00
Morrison-Maierle, Inc.	NSI -Utilites & Enhancements CA#4729	13,375.23
Mountain View Building, Inc	KROE Lane Project CA Retainage PMT-#5727	6,644.55
Mullinax Concrete Service & Irrigation	dual wall st - landfill drainage - storm	298.00
Napa Auto Parts	parts and supplies	683.79
Norco, Inc	supplies	1,168.30
North Main Association	1st Quarter FY21 payment	4,687.50
Office Shop Inc	Copier Charges	348.39
Pace Analytical Services, LLC	Yearly effluent testing	398.00
Paul M Juergens	Reimburse for socks for PJuergens Inv 89637	28.57
Paula Fletcher	Balance refund / 226 Main St	47.92
PayneWest Insurance, Inc.	Auto Insurance Premium	1,990.00
Peterbilt of Wyoming	rotor disc pad kit unit 3.20 wc	1,471.95
Peterson Pacific Corporation,	Bolts for Grinder 4-76	27.72
Plains Tire & Battery	tires unit 2.27 park	1,316.36
Powder River Heating & Air Conditioning, Inc	hydro power compressor	1,631.00
Powder River Power Co	fire hose units 3.43 and 3.23 st fittings & gloves	777.47
Prime Rate Motors	Explorer XLT - Vehicle Replacement for Charles M	25,855.00
ProMec Services	hand cart bearing-signs,car wash replacement parts	779.74
Prothman	Police Chief Recruitment	5,750.00
Radwell International, Inc	PLC batteries	51.97
Raftelis Financial Consultants, Inc.	Water PIF Analysis_Professional Svcs 7.1-8.31.20	8,557.50
Randall Engineering Surveys	Hillslides Project-Misc/Levee repair/map locates etc	9,263.00
Respond First Aid Systems of Wyoming	Landfill First Aid Kit Restocked	117.06
Rhithron Associates, Inc.	phytoplankton sample testing	705.00
Ridgepoint Consulting, LLC	R&O Professinal Services #4701	12,150.00
Rocky Mountain Discount Sports	Employee Retirement Gift	100.00
ROETECH of Sheridan Inc.	N Sheridan Interchange-Gateway Sign/levee repair	330.00
Russell Industries Inc.	Liberty sewage pump	1,564.89
Secure Shred	Document shredding	104.58
Servall Uniform & Linen Supply	Rugs	593.02
Seven Sisters Oil & Gas, LLC	Deposit refund / 2256 Papago Ct	14.90
Shannon Seip	Deposit refund / 640 marion St #1	53.66
Shaunessey Reeves	cleaning from Sept 7 thru Sept 18, 2020	850.00
Sheridan Artists' Guild Et al	1st Quarter FY21 payment	1,500.00
Sheridan Arts Council	Annual One Cent Payment	1,125.00
Sheridan College	1st Quarter FY21 payment	18,750.00
Sheridan Commercial Co.	supplies	915.95
Sheridan Community Land Trust	1st Quarter FY21 payment	2,812.50
Sheridan County Chamber of Commerce	1st Quarter FY21 payment	4,687.50
Sheridan County Conservation District	1st Quarter FY21 payment	1,875.00
Sheridan County Historical Society and Museum	1st Quarter FY21 payment	2,812.50
Sheridan County Juvenile Justice	1st Quarter FY21 payment	20,625.00

Vendor Name	Description	Total
Sheridan Econ-O-Wash	laundry services	126.00
Sheridan Express, LLC	Transported Tires for Recycling 09-18-20	700.00
Sheridan Health Center	1st Quarter FY21 payment	3,750.00
Sheridan Motor Inc	ac repair and oil change unit 1.17 pd	1,709.78
Sport Court of the Rockies, LLC	Pickelball Court CA Retainage PMT- #5712	10,668.80
The Trophy Case	Service Award for Richard Adriaens	17.50
Tire Rama	Tires and repairs	3,224.38
Tires for Reclamation, Inc.	Tire Recycling 091820	1,163.75
Toni Rexroat	Deposit refund / 342 E Burkitt St	5.41
Top Office Products Inc	comb bindings,covers, wire tags, pens, tape	160.17
Turner Martini	Deposit refund / 2073 Bungalow Village Ln	90.00
UPS	Shipment from Animal Shelter to State Vet Lab	18.47
USA Blue Book	Timers	259.21
VRM, Inc.	Misc repairs	6,821.97
Walter Ranney	Deposit refund / 1712 Yonkee Ave	30.08
Winsupply of Sheridan Wy Co	Back flow prev,safety vest, ball corp	2,116.69
WWC Engineering, A Division of	Malcolm Wallop Pond Engineering/Piezometer Well Reading	716.00
WWW Investments, LLC	Balance refund / 2 Wagon Wheel Ct	226.62
Wyoming Demolition, Inc.	N Sheridan Interchange Misc #4729	12,700.00
Wyoming Department of Transportation	CDL License Renewal for K Johnson	40.00
Wyoming Machinery Co	Rims for Small Loader/windshield washer reservoir/cutting edge	1,738.76
Wyoming Rents	fork lift rental Twin Building 143492-9/9-23-20	362.25
YourMembership.com	Police Chief Advertisement	200.00
Zachery & Kimberlie Sampson	Deposit refund / 831 E 7th St	32.66
Zowada Plumbing & Heating Inc	repair in womens restroom at kendrick park	1,141.00
Grand Total		290,249.22
Vendor Name	Description	Total
Alisha Heelan	Replace lost check-13370-Deposit Refund	65.40
Caterpillar Financial	CAT 930K Loader #RHN04080 Streets Payment #5	16,150.27
CenturyLink Communications, LLC	SCADA Lines and Extensions	955.80
Montana Dakota Utilities	Pump stations, Sewer lift stations/numerous electric bills	16,150.86
Pitney Bowes Inc	Postage machine supplies	237.98
Grand Total		33,560.31
Vendor Name	Description	Total
CNA Surety	Treasurer`s bond renewal for Karen Burtis	500.00
Justin Bishop	Turf Management Services - September 2020	5,583.33
Montana Dakota Utilities	Numerous Electric Bills	3,174.89
Yamaha Motor Finance Corporation, U.S.A.	Golf Cart Payment #3 - Lease #6746483	28,160.50
Grand Total		37,418.72
Sum of Amount		
Mary Moore	Overpayment Refund/441 Cheyenne St.	13,636.26
Grand Total		13,636.26
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 09.25.20	368.00
Aflac	Regular Payroll 09.25.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 09.25.20	83,103.83
Circuit Court of Sheridan	Regular Payroll 09.25.20	364.31
CITCO FCU	Regular Payroll 09.25.20	2,525.13
First Federal Savings Bank	Regular Payroll 09.25.20	9,677.44
First Northern Bank of Wyoming	Regular Payroll 09.25.20	104.17
HealthEquity, Inc.	Regular Payroll 09.25.20	2,535.54
Idaho Child Support Receipting	Regular Payroll 09.25.20	11.54
IRS 941	Regular Payroll 09.25.20	76,420.64

LOCAL 276, IAFF	Regular Payroll 09.25.20	800.00
Minnesota Child Support Payment Cent	Regular Payroll 09.25.20	212.73
Nationwide	Regular Payroll 09.25.20	34.28
Office of Child Support Enforcement (S	Regular Payroll 09.25.20	185.54
Optum Bank, Inc.	Regular Payroll 09.25.20	824.43
Orchard Trust	Regular Payroll 09.25.20	3,872.96
Security State Bank	Regular Payroll 09.25.20	468.76
Sunlight Federal Credit Union	Regular Payroll 09.25.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 09.25.20	13,877.02
VSP	Regular Payroll 09.25.20	1,148.27
Workers' Safety &	Regular Payroll 09.25.20	4,448.73
Wyoming Retirement System	Regular Payroll 09.25.20	67,463.20
Wyoming State Disbursement Unit	Regular Payroll 09.25.20	857.24
Grand Total		272,452.19

Councilor Bridger moved, seconded by Councilor Beaver to approve the Consent Agenda.

Voice vote, unanimous.

9. Staff Update

A. City Engineer Hanns Mercer provided a Main Street Lane Configuration update.

Old Business

10. Consideration of the Third and Final Reading of Ordinance 2221, Request for Hidden Bridge Ranch to rezone 18.55 acres from R-1 and Residence District and B-1 Business District to R-2 Residence District. Community Development Director Wade Sanner updated the Council. Dale Lee, the engineer representing the developer, presented information to Council.

Councilor Bridger moved, seconded by Councilor Linden to approve on Third and Final Reading Ordinance #2221. Roll call vote: unanimous.

11. Public Hearings

A. Mayor Miller opened the Public Hearing for Resolution # 38-20, A Request for a Final Plat for the Hidden Bridge Ranch Subdivision at 7:45 P.M. Community Development Director Wade Sanner updated the Council. Gary Campbell spoke regarding the subdivision plat.

Mayor Miller closed the public hearing at 7:59 P.M.

i. Councilor Linden moved, seconded by Councilor Henderson to approve Resolution # 38-20, A Request for a Final Plat for the Hidden Bridge Ranch Subdivision. Voice vote, unanimous.

B. Mayor Miller opened the Public Hearing for the Ordinance 2227, at 8:06 P.M., a Request to Rezone 11.83 acres of Unplatted Land from R-1 Residence to B-1 Business District. Community Development Director Wade Sanner updated the Council. John Smith, the original owner of the property, spoke in favor of the rezone. Rick Landis shared concerns regarding the potential use of the rezoned property. Megan Crow, the engineer representing the applicant, presented additional information about the rezone to Council.

Mayor Miller closed the public hearing at 8:36 P.M.

i. Councilor Bridger moved, seconded by Councilor Shafer to approve Ordinance 2227, Heald Street Partial Vacation. Roll Call Vote, unanimous.

New Business:

12. Consideration of Resolution #44-20 Regarding the Process of Releasing Liens, City Clerk Cecilia Good updated the Council.

Councilor Martin moved, seconded by Councilor Henderson to approve Resolution # 11-20, Regarding the Process of Releasing Liens. Voice vote, unanimous.

13. Consideration of Paving Lien Release for John E and Lorrie S Anderson (SID #77).

Councilor Henderson moved, seconded by Councilor Bridger to approve the release of the paving lien. Voice vote, unanimous

14. Consideration of the Award of Gateway Park Pathway Extension Consultant Selection to CDG Engineers, Inc. City Engineer Hanns Mercer updated the Council.

Councilor Martin moved, seconded by Councilor Shafer to approve the award to CDG Engineers, Inc. Voice vote, unanimous.

15. Consideration of Resolution #45-20, Watering Restrictions due to Japanese Beetle Infestation. Public Works Director Lane Thompson updated the Council.

Councilor Beaver moved, seconded by Councilor Shafer to approve Resolution #45-20. Voice vote, unanimous.

16. Council Comments and Requests for Future Agenda Items.

A. There were no comments.

17. Adjournment

Mayor Miller adjourned the meeting at 8:57 P.M; voice vote: unanimous.

APPROVED:

_____

Roger Miller, Mayor

ATTEST:

_____

City Clerk, Cecilia Good

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

Clerk

MEMORANDUM

Project Name: **Claims**

From:

To: Mayor and Council

CC:

Date:

Attachments

Claims
Payroll
Prepaids

City of Sheridan
Claims paid on 10/20/20

Sum of Amount		
Vendor Name	Description	Total
ABC Signs & Specialties	2 Landfill Construction Signs - Expect Delays	74.20
Ace Hardware-Newkirk	Supplies	359.95
AlphaGraphics of Wyoming	Water Provided By Whitney Benefits signs/Social Media	1,741.46
AM Signal, Inc.	controllers for relays - signs	790.00
Amazon Capital Services #A33MIR	Parts and supplies	1,297.27
American Maid	Cleaning	4,787.50
American Welding & Gas, Inc.	canister rental & twist knot cups	288.52
Assured Flow Sales, Inc.	hydrant tags	397.27
B&B Leasing Company	Copier Lease 12th Payment-October 2020	140.49
Bear's Paw Embroidery	Embroidery for Brad Amber and Steve - SWR	70.00
Bentley Systems	FlowMaster/WaterGemsSoftwareSubscript 9.8-12.7.20	1,040.25
Big Horn Logistics, LLC	Safe Rides - Sept 2020	101.00
Bighorn Design Studio, LLC	caps - st	266.00
Black Bear Construction	concrete driveway and retaining wall	14,500.00
Bloedorn Lumber	insulation (2 batts), lumber, ratchet set, screws	335.66
Brian's Boot & Shoe	safety boots	180.00
Buckingham Lumber Co Inc	Rough cut lumber for park signs	493.74
Burns & Mc Donnell	T-678 Closure Design #4713	16,359.75
C & K Equipment	Bobcat Breaker rental-filters	317.00
Canyon Industries, Inc.	John Crane type 4610	1,156.50
Carol Sims	Wellness Program Participation Reimbursement	100.00
Carquest Auto Parts	Parts and supplies	788.26
CDG Engineers, Inc.	Hillslides Project-Engineering Review-#5317	10,454.50
Chemtrade Chemicals US LLC	Alum Sulfate for SWTP	6,772.85
CHS Inc., By-Products	21.27 tons 58/28 oil - hot plant	9,790.71
Clark Throssell	Site visit at Kendrick Golf Course	1,765.60
Collection Professionals Inc.	CPI Acct #1885-8/1-31/20	679.48
Communication Technologies	Installed New Radio in Solid Waste Truck 7-11	1,334.29
Comtronix	Inspection of Alram System City Hall/alarm maintenance	365.76
Craftco Metals Services Inc	Remove and replace pedestals	313.86
Crescent Electric	knock out hole seal plugs/electrical repair parts	531.58
Current Electric LLC	1st Flr Conf Rm_Add Outlet, Move Data, MC Cable	726.00
Dawson Infrastructure Solutions LI	Camara truck repairs	104.00
Derek Jensen	Uniform Boot Reimbursement	150.00
DETCO Industries, Inc.	30 gal drum-prevent, undercarriage cleaner cart	2,409.65
Dixon Land Management and Cons	mowing for Week of September 29,2020	1,040.00
Dowl	Main St Concept Design #5319-Hydropower/E 5th St Corridor	14,982.50
Duke's Root Control, Inc	2nd half root control	37,533.21
Ed Hammer Inc	Brake repair 2-12	557.64
Edward Boone	Uniform Boot Reimbursement	150.00
EMH Pro Cleaning	Janitorial and Sanitizing Sept 2020	1,650.00
Employ, LLC	Temporary Labor	12,204.45
Engineering Associates	Preliminary Bidding,Final Design-#4757	1,840.00
Enviro-Clean Intermountain, LLC	broom unit 3.43 st	863.77
Farmers Co-op Oil Co.	Fuel for September 2020	26,162.21
Fastenal Company	gloves- safety supplies	719.80
Firewerks Fire Apparatus Repair, I	Perform 2020 Aerial Service Maintenance WO 2474	1,400.00
First Interstate Bank - Mastercard	Credit card charges for September 2020	18,030.44
Floyd's Truck Center WY	lift axle reg, motor blower, mac valve unit 3.14	818.29
Frank Ayers	Fuel to and from WLEA Basic Academy	232.80
Fremont Ford Sheridan	Replace fuel pump-injectors-sparkplugs Utility 1	1,979.91
Galls, LLC	Name Tag - Ayers	10.40
Hach Company	buffer solution, singlets, deteregent, reagents	4,169.81

Vendor Name	Description	Total
Hardrives Construction, Inc.	chip seal 2020 - st	165,393.10
Hawkins Inc	chlorine actuator and switchover regulator	8,885.54
John Deere Financial #111130814	toe protection, safety boots	229.93
Johnstone Supply	6 Freon Filters	65.13
Keller North America, Inc.	Hillslide Proj-Stabilization Phase 2 Ridgeway-5317	743,976.90
Kerns & Bunting, LLC	City Prosecution Services/Legal Services Sept 2020	14,157.50
Kilpatrick Creations Inc.	Uniform Shirts	275.90
Knecht Home Center	Supplies	805.48
Kois Brothers Equipment, Co.	hl valve unit 3.7 wc	524.86
KXK Construction	sugarview curb and gutter - st	2,000.00
Lakeside Equipment Corp	Replacement Rotamat screen	39,162.00
Lee Metal Works	New heater in grit building	8,664.99
LJS Concrete & Excavating LLC	ACOE #84-99 Levee Repair Project-Misc #5725	52,850.00
McClellan & MacQueen, Inc.	R&O for 2020 Misc #4701	640.00
Memorial Hospital/Sher Co	Pharmacy Supplies for Sept 2020 PSI P4630	147.79
Mullinax Concrete Service & Irriga	Sewer Manhole repair	194.41
Napa Auto Parts	Parts and supplies	259.27
Navarro Bronze Works	honorarium for artist	1,000.00
Norco, Inc	Uniforms and supplies	639.88
Normont Equipment Co.	tack kettle pump - st	3,005.54
Northwest Pipe Fittings, Inc.	Hydrant repair	2,181.11
Office Shop Inc	Copier charges	331.26
Office Shop Leasing	Copier Leases	244.17
One-Call of Wyoming	Tickets for Sep CDC Code CSH	289.50
Only Co., LLC	City Council Video Work, August & Sept 2020	3,000.00
Pace Analytical Services, LLC	City Bac T Sept sample testing, Annual Testing	4,000.00
Pert's Towing	Tow from Mill Inn to PD - 20P007667	125.00
Pipestone Equipment LLC	12 inch roll seal repair kit	1,643.52
Plains Tire & Battery	Tires	1,606.36
Powder River Power Co	Supplies	3,934.07
ProMec Services	husqvarna cut off saw/saw wet-dry 20 in blade	4,509.00
QA Balance Services, Inc	Balance calibration of lab equipment	192.00
Range	Crimestoppers Monthly - Oct 2020	34.03
Rhithron Associates, Inc.	phytoplankton sample test	470.00
Ricoh USA, Inc.	copier charges - Oct 2020	434.94
Rocky Mountain Discount Sports	Employee Retirement Gift/water sample testing supplies	117.98
SCS Engineers	Inv 0387660, Tipping Fee Study	3,749.70
Senior Citizens Council	1st Quarter FY21 payment	16,250.00
Servall Uniform & Linen Supply	Rug cleaning	366.72
Shaunessey Reeves	cleaning from Sept 21 thru October 2, 2020	775.00
Shawn Walks Over Ice	BALANCE REFUND / 657 E 5TH ST	60.07
Sheridan Circuit Court	Transfer Case to CC. CT-2017-1235 Turley	125.00
Sheridan Commercial Co.	Parts and supplies	779.44
Sheridan County Treasurer	Hillslides Project- Property Tax Misc #5317	857.72
Sheridan Econ-O-Wash	uniform laundry - bates - shop	52.00
Sheridan Motor Inc	replace front tie rod ends, esim switch stuk	1,427.06
Sheridan Newspapers Inc	Ads	2,887.99
Sherwin Williams	hydraulic pump kit unit 4.12 st	925.00
Simon Contractors	2020 Pavement Management Proj-CA #4701	93,564.74
Source Office & Technology	Office supplies and office chairs	2,740.07
Sterling Computer Corporation	FY21 Computer Replacements	19,512.00
Swagit Productions, LLC	Video Recording Svcs - September 2020	1,295.00
Ted's Towing, LLC	Hauled Roll Off Truck 3-62	262.50
Thomas J Klepperich	Municipal Court Attorney Fee - September	1,660.00
Tire Rama	Tires and Repairs	2,348.73
Top Office Products Inc	usb thumb drives and ink cartridges - split	146.27
Transaction Warehouse, Inc	Web Payment Transaction Fee, Sept 2020	2,959.20
Tri State Truck & Equipment, Inc	fuel tank parts unit 3.36 wc	412.86

Vendor Name	Description	Total
TW Enterprises, Inc	Annual Maintence of Generator/batteries for generator	1,599.17
UPS	Shipment from Dog & Cat Shelter to State Lab	18.47
USA Blue Book	Pressure relief valves	900.60
Valley View Church of God	REFUND / INCORRECT VENDOR	82.50
Vertical Door Solutions, Inc.	Repaired Small Landfill Door	80.00
VRM, Inc.	Repairs	3,250.88
Wasatch Railroad Contractors	Train Abatement-Service-#5719	8,950.00
Water Products, Inc	Water	32.00
Western Emulsions, Inc.	Chipseal oil	2,019.60
Winsupply of Sheridan Wy Co	Parts and supplies	124.94
Wood Group USA, Inc	Baseline GIS services through Aug 31, 2020	3,567.50
WY Dept of Transportation	East 5th St Corridor- WYDOT Design # 4759	716.75
Wyoming Machinery Co	Plate for 4-34A/latch and striker/gaskets	987.30
Wyoming Public Health Laboratory	BacT tests	1,088.20
Wyoming Rents	Equipment rental for Cemetery irrigation blow out	764.00
Zonar Systems, Inc	yearly gps service renewal for st - sr equipment	6,681.00
Zowada Recycling & Steel, LLC	blade guard pipe - 3.17 wc	42.98
Grand Total		1,455,382.45

City of Sheridan
Regular Payroll paid on 10/09/20

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 10.09.20	368.00
Aflac	Regular Payroll 10.09.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 10.09.20	84,522.08
Circuit Court of Sheridan County	Regular Payroll 10.09.20	233.95
CITCO FCU	Regular Payroll 10.09.20	2,525.13
Delta Dental of Wyoming	Regular Payroll 10.09.20	12,741.00
First Federal Savings Bank	Regular Payroll 10.09.20	11,271.25
First Northern Bank of Wyoming	Regular Payroll 10.09.20	104.17
HealthEquity, Inc.	Regular Payroll 10.09.20	2,545.95
Idaho Child Support Receipting	Regular Payroll 10.09.20	11.54
IRS 941	Regular Payroll 10.09.20	72,976.34
LegalShield	Regular Payroll 10.09.20	15.95
LOCAL 276, IAFF	Regular Payroll 10.09.20	800.00
Minnesota Child Support Payment Center	Regular Payroll 10.09.20	212.73
Nationwide	Regular Payroll 10.09.20	34.28
Office of Child Support Enforcement (SDU/Tribal)	Regular Payroll 10.09.20	185.54
Optum Bank, Inc.	Regular Payroll 10.09.20	974.43
Orchard Trust	Regular Payroll 10.09.20	3,897.96
Police Protective Assoc.	Regular Payroll 10.09.20	65.00
Security State Bank	Regular Payroll 10.09.20	468.76
Sunlight Federal Credit Union	Regular Payroll 10.09.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 10.09.20	19,018.77
VSP	Regular Payroll 10.09.20	1,115.69
Workers' Safety &	Regular Payroll 10.09.20	4,277.31
Wyo Educator's Benefit Trust	Regular Payroll 10.09.20	1,153.99
Wyoming Retirement System	Regular Payroll 10.09.20	66,918.35
Wyoming State Disbursement Unit	Regular Payroll 10.09.20	857.24
Grand Total		290,443.84

City of Sheridan
Prepaids paid on 10/01/20

Sum of Amount		
Vendor Name	Description	Total
TCF National Bank	Golf Equipment Lease Payment #2	36,367.72
Grand Total		36,367.72

City of Sheridan
Prepaids paid on 10/08/20

Sum of Amount		
Vendor Name	Description	Total
Brian's Boot & Shoe	Boots -redo lost check 15529	449.85
CenturyLink Communications, LLC	SCADA and Extensions Lines	789.18
Lisa Kocher	Balance Refund/redo lost check 10433	62.40
Montana Dakota Utilities	Numerous Electric Bills	34,753.78
Rocky Mountain Ambulance Servic	Ambulance service for October 2020	10,000.00
Simplifile, LC	Recording fees Sheridan County	60.00
Grand Total		46,115.21

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:	**Sales and Use Tax Update - City Treasurer Karen Burtis**
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	07/09/2020

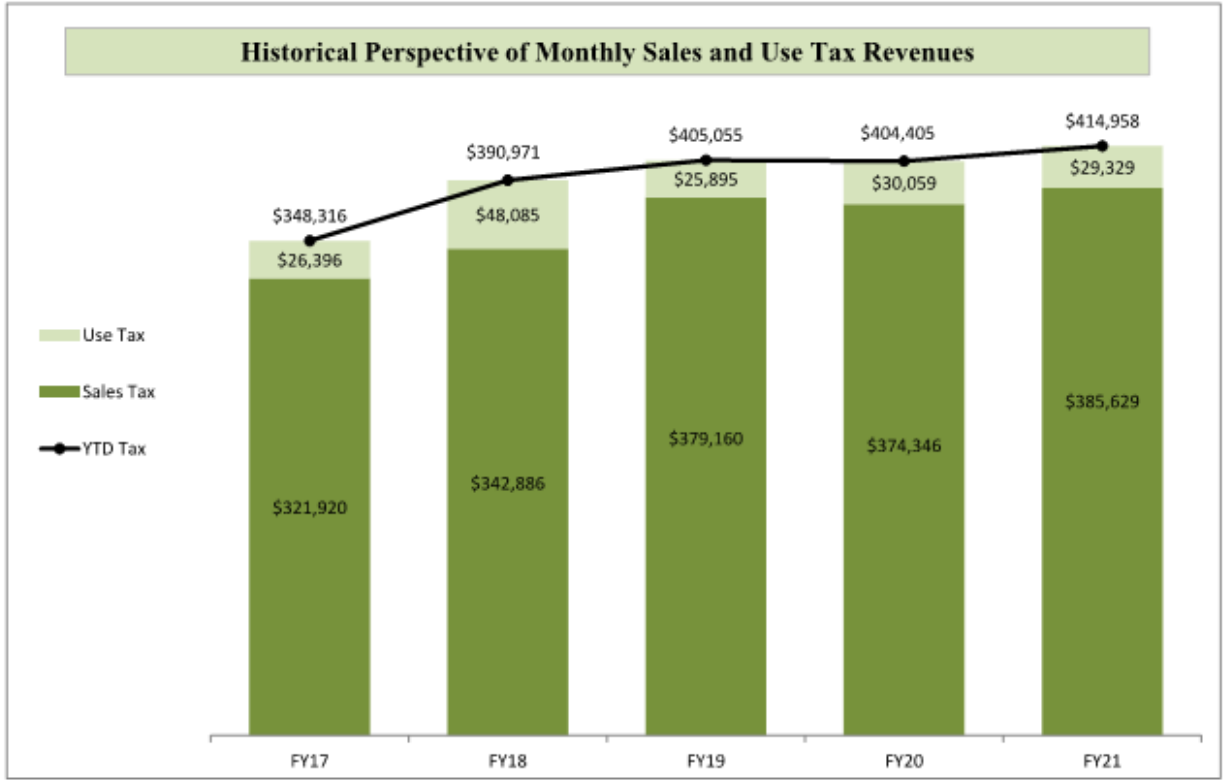
Attachments

Sales & Use Tax Graphs

City of Sheridan
Tax Revenue Report
October 2020 For August Taxes

General Fund Monthly Sales and Use Tax Revenues

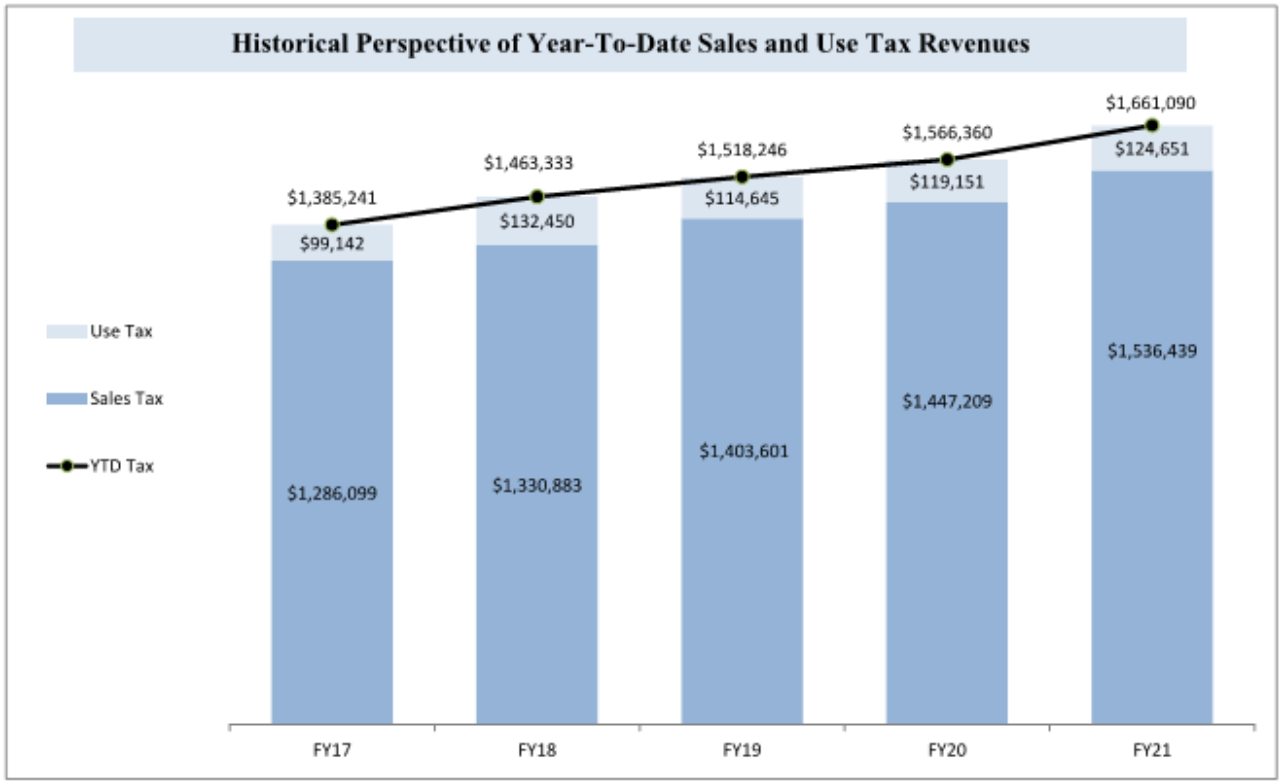
	Budgeted Revenues Oct-20	Actual Revenues Oct-20	Prior Year Actual Revenues Oct-19	Variance FY20 - FY21
Sales Tax	$279,134	$385,629	$374,346	3.0%
Use Tax	$27,008	$29,329	$30,059	-2.4%
Total	**$306,141**	**$414,958**	**$404,405**	**2.6%**



City of Sheridan
Tax Revenue Report
October 2020 For August Taxes

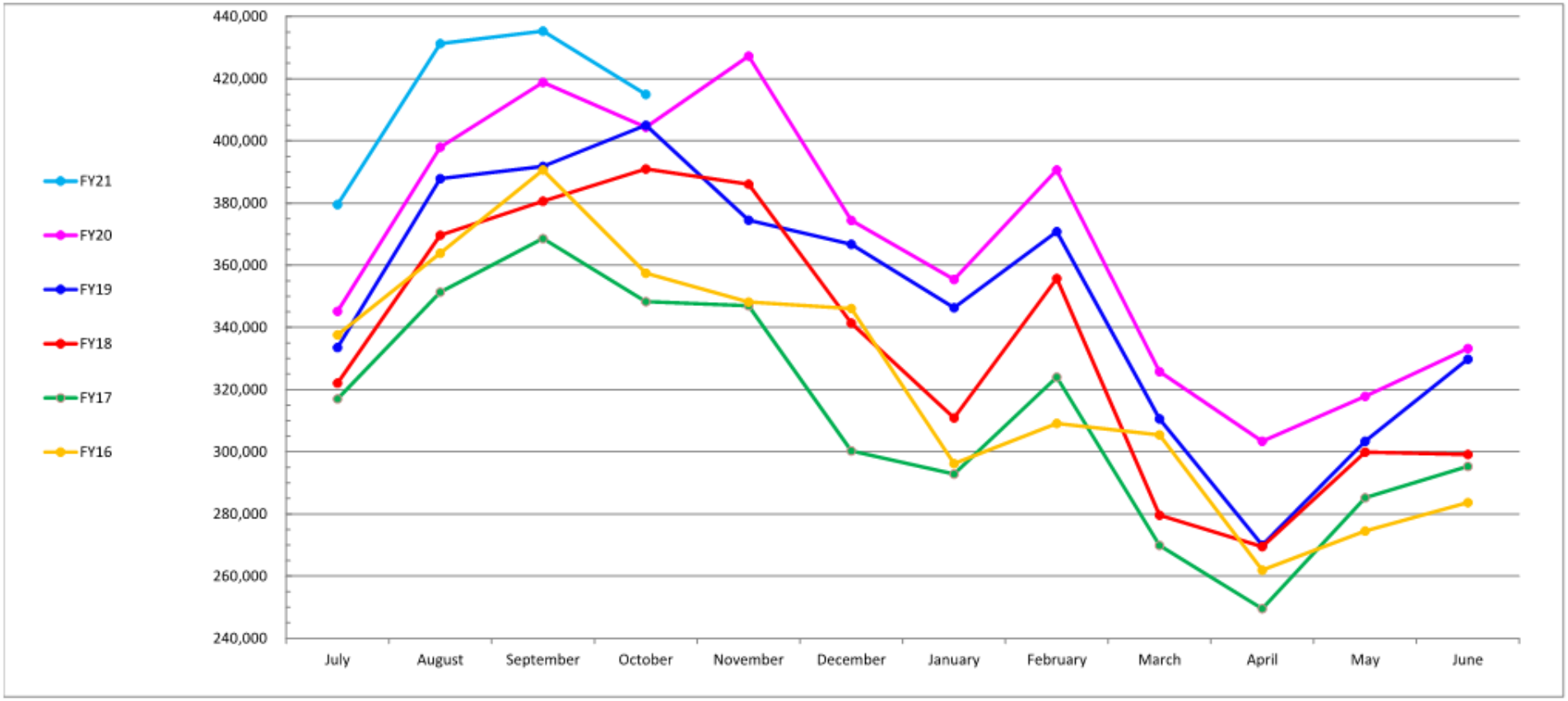
General Fund Year-To-Date Sales and Use Tax Revenues

	Budgeted Revenues YTD FY21	Actual Revenues YTD FY21	Prior Year Actual Revenues YTD FY20	Variance FY20 - FY21
Sales Tax	$1,074,943	$1,536,439	$1,447,209	6.2%
Use Tax	$99,691	$124,651	$119,151	4.6%
Total	**$1,174,634**	**$1,661,090**	**$1,566,360**	**6.0%**



City of Sheridan
Tax Revenue Report
October 2020 For August Taxes

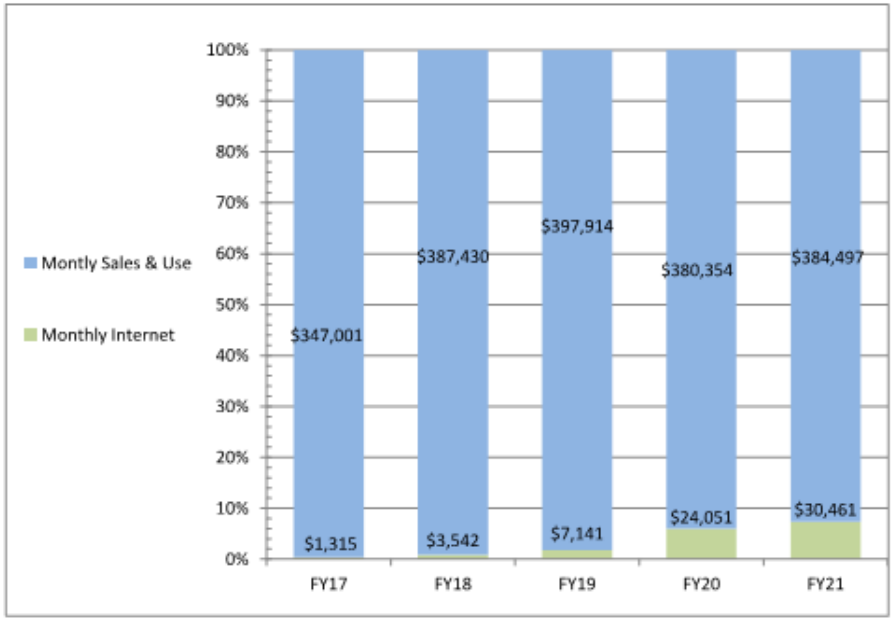
General Fund Monthly Sales and Use Tax Revenue by Year



City of Sheridan
Tax Revenue Report
October 2020 For August Taxes

Monthly Internet Tax Compared to Total Sales & Use Tax

	FY19 Oct-18	FY20 Oct-19	FY21 Oct-20	Variance FY20 - FY21
Internet Tax	$7,141	$24,051	$30,461	26.7%
Sales & Use Tax	$397,914	$380,354	$384,497	1.1%
Total Tax	$405,055	$404,405	$414,958	2.6%
Percentage	1.76%	5.95%	7.34%	23.4%



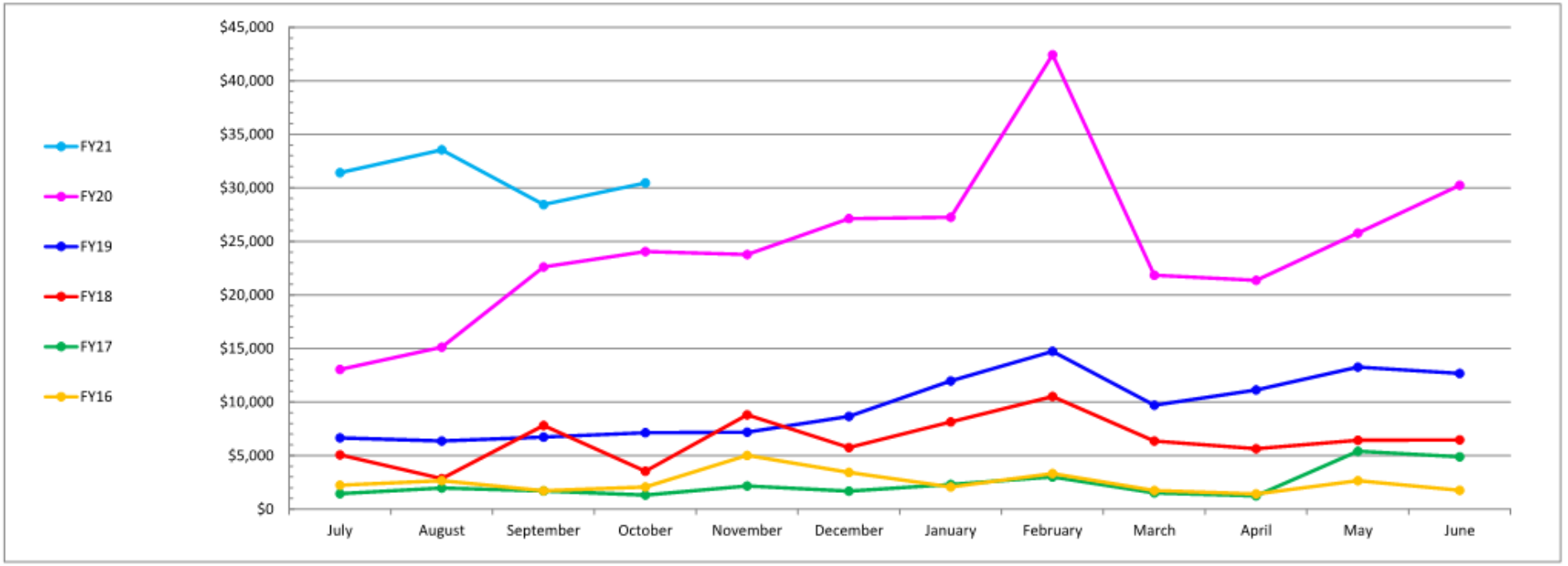
YTD Internet Tax Compared to Total Sales & Use Tax

	FY19 YTD	FY20 YTD	FY21 YTD	Variance FY20 - FY21
Internet Tax	$26,900	$74,846	$123,889	65.5%
Sales & Use Tax	$1,491,347	$1,491,514	$1,537,201	3.1%
Total Tax	$1,518,246	$1,566,360	$1,661,090	6.0%
Percentage	1.77%	4.78%	7.46%	56.1%



City of Sheridan
Tax Revenue Report
October 2020 for August Taxes

Monthly Internet Tax Revenue by Year



City of Sheridan
Sales & Use Tax Revenue Report
October 2020 for August Taxes

Select Municipalities Comparison			
	FY20	**FY21**	**%**
Sheridan	$404,405	$414,958	2.6%
Buffalo	$134,581	$122,456	-9.0%
Riverton	$216,921	$223,084	2.8%
Gillette	$2,173,623	$1,364,406	-37.2%
Douglas	$1,267,502	$996,315	-21.4%
Casper	$1,547,459	$1,526,064	-1.4%
Cheyenne	$1,700,589	$1,734,990	2.0%
Laramie	$555,066	$874,678	57.6%
Jackson	$1,147,983	$1,122,108	-2.3%
Cody	$366,004	$364,984	-0.3%
Green River	$548,400	$383,198	-30.1%
Rock Springs	$1,010,651	$706,199	-30.1%

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

Treasurer

MEMORANDUM

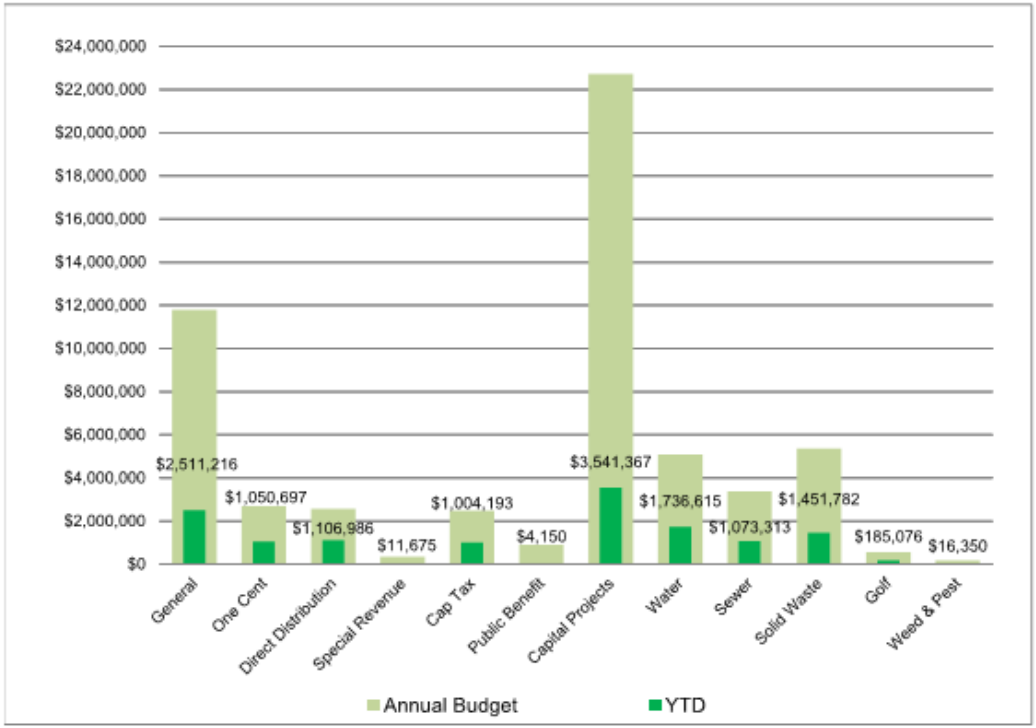
Project Name:	**Quarterly Financial Report - City Treasurer Karen Burtis**
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	07/09/2020

Attachments

Financial Report

FY21 YTD Summary - September 2020

Revenue Summary

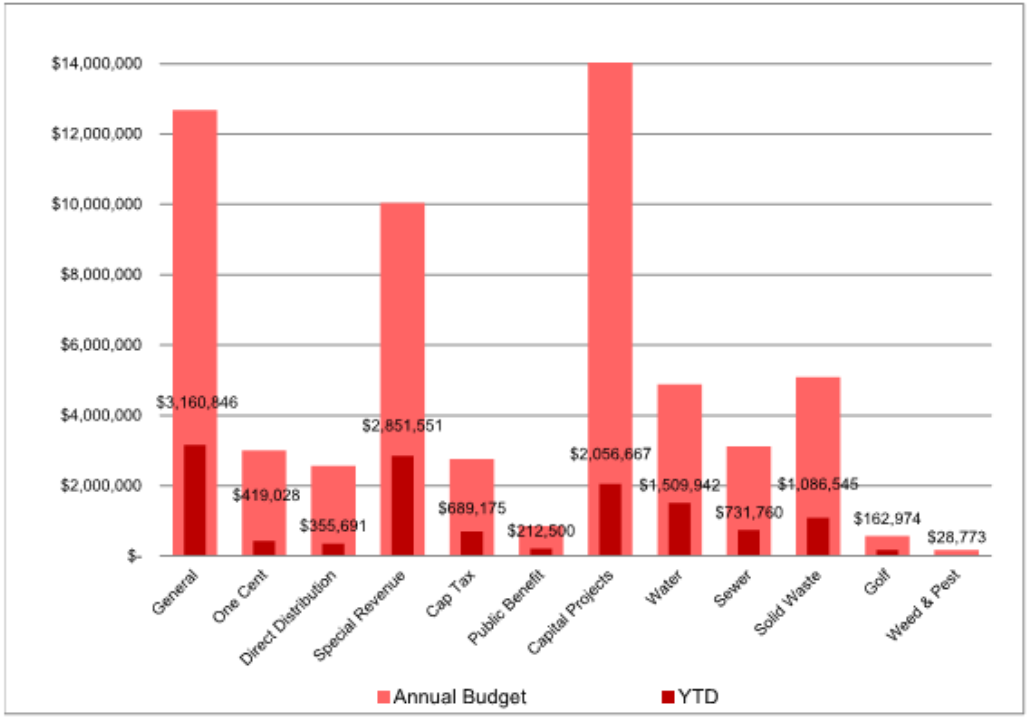


FY21 Revenues

Fund	Annual Budget	YTD	% of Budget	Prior YTD	FY20-FY21 Change
General	$11,781,100	$2,511,216	21.3%	$2,364,603	$146,613
One Cent	$2,700,000	$1,050,697	38.9%	$996,398	$54,299
Direct Distribution	$2,561,317	$1,106,986	43.2%	$884,774	$222,211
Special Revenue	$342,388	$11,675	3.4%	$87,586	($75,911)
Cap Tax	$2,475,000	$1,004,193	40.6%	$948,183	$56,010
Public Benefit	$900,000	$4,150	0.5%	$3,950	$200
Capital Projects	$22,730,057	$3,541,367	15.6%	$1,870,289	$1,671,078
Water	$5,080,358	$1,736,615	34.2%	$1,618,009	$118,606
Sewer	$3,383,493	$1,073,313	31.7%	$743,762	$329,551
Solid Waste	$5,359,585	$1,451,782	27.1%	$1,311,732	$140,050
Golf	$567,930	$185,076	32.6%	$130,330	$54,746
Weed & Pest	$187,250	$16,350	8.7%	$16,519	($169)

FY21 YTD Summary - September 2020

Expenditure Summary



FY21 Expenditures

Fund	Annual Budget	YTD	% of Budget	Prior YTD	FY20-FY21 Change
General	$12,675,992	$3,160,846	24.9%	$3,126,087	$34,760
One Cent	$2,994,874	$419,028	14.0%	$998,261	($579,232)
Direct Distribution	$2,561,317	$355,691	13.9%	$246,547	$109,144
Special Revenue	$10,051,275	$2,851,551	28.4%	$60,196	$2,791,355
Cap Tax	$2,756,698	$689,175	25.0%	$825,000	($135,825)
Public Benefit	$850,000	$212,500	25.0%	$237,500	($25,000)
Capital Projects	$22,730,057	$2,056,667	9.0%	$1,527,364	$529,303
Water	$4,879,979	$1,509,942	30.9%	$1,343,587	$166,355
Sewer	$3,120,744	$731,760	23.4%	$749,152	($17,392)
Solid Waste	$5,095,441	$1,086,545	21.3%	$1,182,385	($95,840)
Golf	$567,930	$162,974	28.7%	$278,556	($115,582)
Weed & Pest	$163,070	$28,773	17.6%	$29,954	($1,181)

CITY OF SHERIDAN, WYOMING

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

Planning

MEMORANDUM

Project Name:	Consideration of Second Reading of Ordinance 2227, a Request to Rezone 11.83 acres of Unplatted Land from R-1 Residence to B-1 Business District, Located at 646 E 5th Street - Community Development Director Wade Sanner
From:	Wade Sanner, Community Development Director
To:	Mayor and Council
CC:	
Date:	09/15/2020

Recommendation:

Staff recommends the City Council approve the 646 East 5th Street rezone, a request to rezone 11.83 acres from R-1 Residence District to B-1 Business District on the property located at 646 East 5th Street.

Background:

The property was annexed into the City in 1975 (Ord # 1290). At the time the property was annexed as R-1. The property was never subdivided and has remained a tract since the annexation.

Properties to the north are commercial uses zoned B-1 Business District. The property to the east is a large vacant parcel zoned R-1 Residence District. The property to the south is a large vacant parcel zoned R-1 Residence District. Properties to the west are commercial uses zoned B-1 Business District, and a large lot single-family home zoned R-3 Residence District to the southwest.

The property is accessed to the northwest via Lincoln Drive. The property is relatively flat for approximately 500 feet. The southern 935 feet have a significant grade change. The slope of the front 500 feet has a slope of 2%. The southern portion of the lot has a slope of 16%.

The applicant is proposing to rezone the property in order to use the property for commercial businesses and an RV Park.

As part of the request to rezone this property, staff sent notice to the 30 property owners within 300 feet, placed a legal and a sign is posted on the property. Staff received two inquiries regarding the reason for the rezoning, but were not opposed to the proposal. Staff also received one letter opposing the proposed subdivision, which is attached to the staff report.

This item was heard by the Planning Commission on September 28, 2020. The Planning Commission sent a unanimous positive recommendation to the City Council.

Potential Findings of Fact:

Neither state statute nor city code contains required findings that must be made in changing a property's zoning designation. State statute does provide some requirements for zoning regulations in general, per WS §15-1-601(d) all regulations shall be made:

In accordance with a comprehensive plan and designed to:

A. Lessen congestion in the streets;
B. Secure safety from fire, panic and other dangers;
C. Promote health and general welfare;
D. Provide adequate light and air;
E. Prevent the overcrowding of land;
F. Avoid undue concentration of population; and
G. Facilitate adequate provisions for transportation, water, sewerage, schools, parks and other public requirements.
H. With reasonable consideration, among other things, of the character of the district and its peculiar suitability for particular uses;
I. With a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the city or town; and
J. With consideration given to the historic integrity of certain neighborhoods or districts and a view to preserving, rehabilitating and maintaining historic properties and encouraging compatible uses within the neighborhoods or districts, but no regulation made to carry out the purposes of this paragraph is valid to the extent it constitutes an unconstitutional taking without compensation.

The Preamble of the City's Zoning Ordinance (Appendix A) states that the purpose of the zoning ordinance is to, *"promoting the health, safety, morals and general welfare of the inhabitants of the City of Sheridan by lessening congestion in the streets; securing safety from fire, panic and other dangers providing adequate light and air; preventing the overcrowding of land; avoiding the undue concentration of population, facilitating the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements."*

As stated in Wyoming state statute WS §15-1-601(d), rezones must be in accordance with the City of Sheridan's Comprehensive Plan. The City of Sheridan Comprehensive Plan, or The Sheridan Land Use Plan, was adopted in January of 2017. In Chapter 7 of the Sheridan Land Use Plan calls out a number of goals and implementation strategies regarding future land use strategies, included in these is the Future Land Use Map (included with this staff report). The Future Land Use Map presents a generalized vision of Sheridan in the foreseeable future. Not to be confused with zoning, which is a regulatory land use tool adopted by the City of Sheridan, the future land use map illustrates what is actually on the ground and where new land uses should occur.

The map is a reference point for those interested in city development and redevelopment and those pursuing the recommendations of the Sheridan Land Use Plan. It addresses the themes and guiding principles that arose during the completion of the plan. The 5th Street corridor near the I-90 interchange is designated as part of a future commercial corridor leading into the City.

The property is located in the Entryway Corridor and any construction and landscaping will be subject to the Entryway Corridor standards.

Attachments

Aerial
Petition to Rezone
Rezone Exhibit
Rezone Exhibit with Zoning
Applicant Letter
Neighbor Letter

Ordinance
B-1 Standards
R-1 Standards



CITY OF Sheridan WYOMING

Vicinity Map

0 0.0375 0.075 Miles

Date: 9/11/2020

Prepared By: Wade Sanner

DISCLAIMER:
The City of Sheridan GIS Division produced this map for informational purposes only. The City of Sheridan provides this map on an "as is" basis without warranties of any kind, either expressed or implied, and shall not be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of such map. The user acknowledges and agrees that the use of such data is at the sole risk of the user. General questions about this map including errors, omissions, and/or updates should be directed to the City of Sheridan GIS Division.

PETITION FOR REZONING

TO THE CITY COUNCIL OF THE CITY OF SHERIDAN, WYOMING:

Pursuant to the provisions of W.S. 15-1-601, 15-1-602, 15-1-603 et. seq., and other applicable statutes, and Appendix A, Sec. 16 of the Sheridan City Code, the undersigned landowner(s) respectfully petition and show the City Council as follows:

1. This is a petition for the rezoning of parcels of land within the city limits of Sheridan, Wyoming, having a legal description as follows: See attached Legal Description

2. Clayton Rosenlund & Sheridan Grand Central are the owners or authorized agents of said described land proposed to be rezoned.

3. A map of the area sought to be rezoned is attached hereto and made a part hereof.

4. Petitioners hereby request that said lands be zoned B-1.

Therefore, Petitioners pray said parcel(s) be rezoned B-1, pursuant to and in accordance with the applicable Wyoming Statutes and City Ordinances after proper notice and public hearing.

Dated this 1 day of September, 2020

Signed by the Petitioners:

Clayton Rosenlund

Sheridan Grand Central - President

Subscribed and Sworn before me this 1st day of September, 2020

Krystle J Baumgartner
Notary Public

KRYSTLE J. BAUMGARTNER NOTARY PUBLIC
COUNTY OF SHERIDAN
STATE OF WYOMING
MY COMMISSION EXPIRES DECEMBER 1, 2020

My commission expires: 12-1-2020

LEGAL DESCRIPTION

A PORTION OF A TRACT OF LAND DESCRIBED IN BOOK 206 PAGE 634 IN THE RECORDS OF THE SHERIDAN COUNTY CLERK: SUBJECT TRACT LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER ($SE\frac{1}{4}SW\frac{1}{4}$), SECTION 23 AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER ($NE\frac{1}{4}NW\frac{1}{4}$), SECTION 26, TOWNSHIIP 56 NORTH, RANGE 84 WEST, 6TH P.M., CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER–NORTH SIXTEENTH (CN1/16) CORNER OF SAID SECTION 26, THENCE N24°59'43"W, 666.72 FEET TO EAST LINE OF SAID TRACT, AND THE TRUE POINT OF BEGINNING; THENCE S90°00'00"W, 283.66 FEET TO THE WEST LINE OF SAID TRACT; THENCE CONTINUING ALONG SAID WEST LINE N00°27'58"W, 308.78 FEET TO THE SOUTHEAST CORNER OF SHINING MOUNTAIN SUBDIVISION; THENCE CONTINUING ALONG SAID WEST LINE, N00°32'13"W, 546.36 FEET ALONG SAID EAST LINE OF SHINING MOUNTAIN SUBDIVISION TO A POINT ON THE SOUTH RIGHT–OF–WAY LINE OF STATE HIGHWAY 336; THENCE ALONG SAID RIGHT–OF–WAY THROUGH A CURVE TO THE RIGHT HAVING A RADIUS OF 1382.69 FEET, AN ARC LENGTH OF 287.13 FEET, A DELTA OF 11°53'53", AND A CHORD OF S83°10'23"E 286.62 FEET; THENCE S00°18'07"W, 25.81 FEET ALONG SAID RIGHT–OF–WAY; THENCE S00°29'35"E, 795.26 FEET ALONG THE EAST LINE OF SAID TRACT TO THE POINT OF BEGINNING CONTAINING 5.49 ACRES MORE OR LESS.

SUBJECT TO PRIOR RESERVATIONS, CONVEYANCES, COVENANTS AND RESTRICTIONS OF RECORD

REZONE EXHIBIT

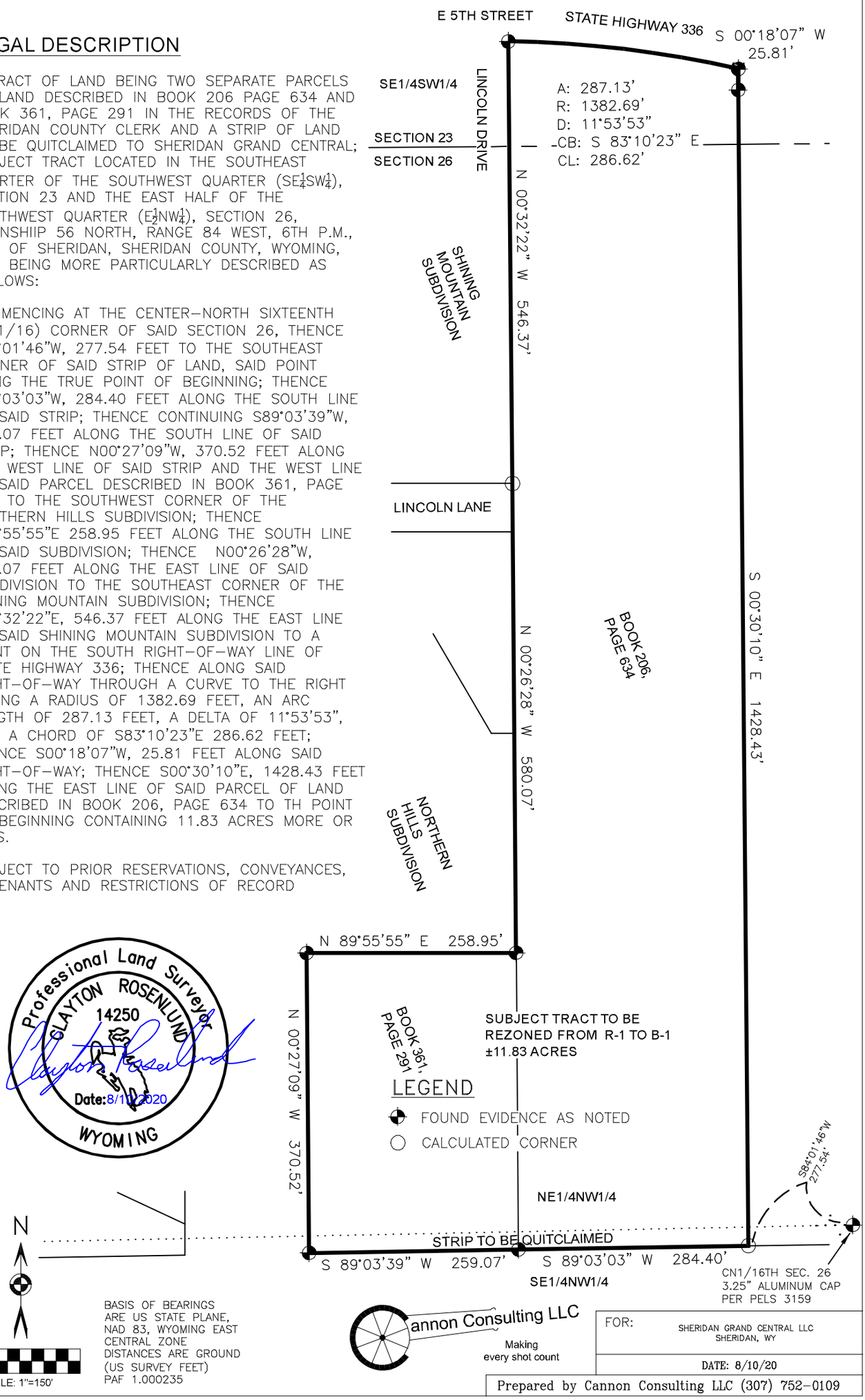
OF A TRACT OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER ($SE\frac{1}{4}SW\frac{1}{4}$) OF SECTION 23 AND THE EAST HALF OF THE NORTHWEST QUARTER ($E\frac{1}{2}NW\frac{1}{4}$) OF SECTION 26, TOWNSHIP 56 NORTH, RANGE 84 WEST, 6TH P.M., CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING,

LEGAL DESCRIPTION

A TRACT OF LAND BEING TWO SEPARATE PARCELS OF LAND DESCRIBED IN BOOK 206 PAGE 634 AND BOOK 361, PAGE 291 IN THE RECORDS OF THE SHERIDAN COUNTY CLERK AND A STRIP OF LAND TO BE QUITCLAIMED TO SHERIDAN GRAND CENTRAL; SUBJECT TRACT LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER ($SE\frac{1}{4}SW\frac{1}{4}$), SECTION 23 AND THE EAST HALF OF THE NORTHWEST QUARTER ($E\frac{1}{2}NW\frac{1}{4}$), SECTION 26, TOWNSHIIP 56 NORTH, RANGE 84 WEST, 6TH P.M., CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER–NORTH SIXTEENTH (CN1/16) CORNER OF SAID SECTION 26, THENCE S84°01'46"W, 277.54 FEET TO THE SOUTHEAST CORNER OF SAID STRIP OF LAND, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE S89°03'03"W, 284.40 FEET ALONG THE SOUTH LINE OF SAID STRIP; THENCE CONTINUING S89°03'39"W, 259.07 FEET ALONG THE SOUTH LINE OF SAID STRIP; THENCE N00°27'09"W, 370.52 FEET ALONG THE WEST LINE OF SAID STRIP AND THE WEST LINE OF SAID PARCEL DESCRIBED IN BOOK 361, PAGE 291 TO THE SOUTHWEST CORNER OF THE NORTHERN HILLS SUBDIVISION; THENCE N89°55'55"E 258.95 FEET ALONG THE SOUTH LINE OF SAID SUBDIVISION; THENCE N00°26'28"W, 580.07 FEET ALONG THE EAST LINE OF SAID SUBDIVISION TO THE SOUTHEAST CORNER OF THE SHINING MOUNTAIN SUBDIVISION; THENCE N00°32'22"E, 546.37 FEET ALONG THE EAST LINE OF SAID SHINING MOUNTAIN SUBDIVISION TO A POINT ON THE SOUTH RIGHT–OF–WAY LINE OF STATE HIGHWAY 336; THENCE ALONG SAID RIGHT–OF–WAY THROUGH A CURVE TO THE RIGHT HAVING A RADIUS OF 1382.69 FEET, AN ARC LENGTH OF 287.13 FEET, A DELTA OF 11°53'53", AND A CHORD OF S83°10'23"E 286.62 FEET; THENCE S00°18'07"W, 25.81 FEET ALONG SAID RIGHT–OF–WAY; THENCE S00°30'10"E, 1428.43 FEET ALONG THE EAST LINE OF SAID PARCEL OF LAND DESCRIBED IN BOOK 206, PAGE 634 TO TH POINT OF BEGINNING CONTAINING 11.83 ACRES MORE OR LESS.

SUBJECT TO PRIOR RESERVATIONS, CONVEYANCES, COVENANTS AND RESTRICTIONS OF RECORD



Professional Land Surveyor
CLAYTON ROSENLUND
14250
Date: 8/10/2020
WYOMING

BASIS OF BEARINGS ARE US STATE PLANE, NAD 83, WYOMING EAST CENTRAL ZONE DISTANCES ARE GROUND (US SURVEY FEET) PAF 1.000235

Cannon Consulting LLC
Making every shot count

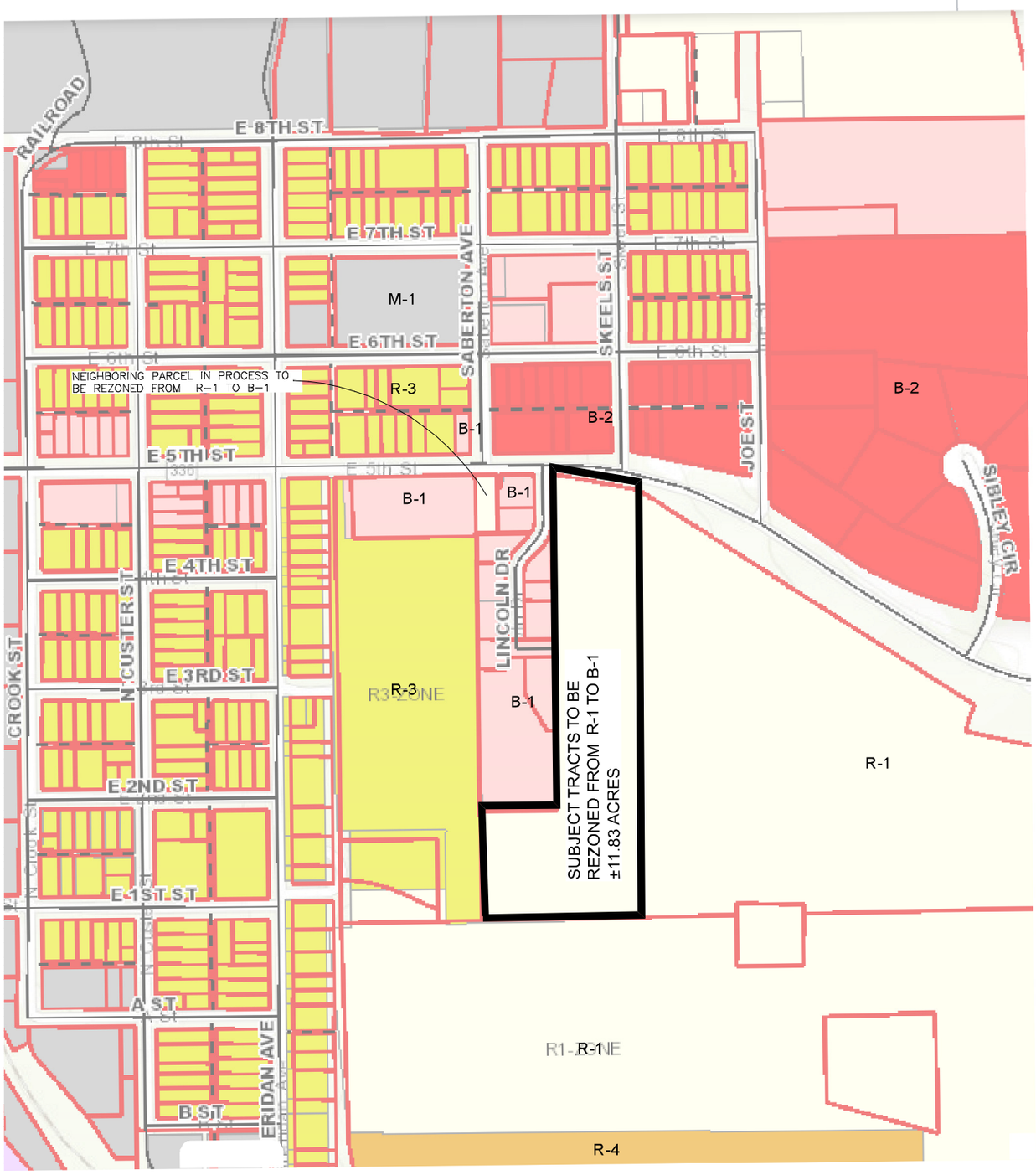
FOR: SHERIDAN GRAND CENTRAL LLC SHERIDAN, WY

DATE: 8/10/20

Prepared by Cannon Consulting LLC (307) 752–0109

REZONE EXHIBIT SHOWING EXISTING ZONING

OF VICINITY IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER ($SE\frac{1}{4}SW\frac{1}{4}$) OF SECTION 23 AND THE EAST HALF OF THE NORTHWEST QUARTER ($E\frac{1}{2}NW\frac{1}{4}$) OF SECTION 26, TOWNSHIP 56 NORTH, RANGE 84 WEST, 6TH P.M., CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING,



N

SCALE: 1"=500'

BASIS OF BEARINGS
ARE US STATE PLANE,
NAD 83, WYOMING EAST
CENTRAL ZONE
DISTANCES ARE GROUND
(US SURVEY FEET)
PAF 1.000235

Cannon Consulting LLC
Making every shot count

FOR: SHERIDAN GRAND CENTRAL LLC
SHERIDAN, WY

DATE: 8/10/20

Prepared by Cannon Consulting LLC (307) 752-0109

08/08/20

Dear Sheridan City Council,

Thank you for taking the time to review this request.

We have purchased the property located at 646 E 5th Street with the hope to create an RV Park which needs to be in B-1 zoning.

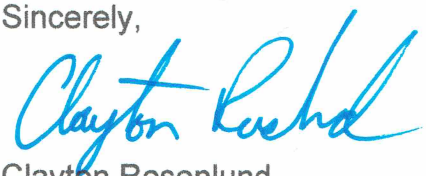
The property is currently zoned R-1 but the adjoining property is B-1.

Prior to purchasing the property I met with the Development Review Committee about the possibilities of getting this rezoned and they didn't raise any red flags.

I hope you can agree that this property will make a great RV park and approve the rezone.

If you have any questions or concerns please feel free to contact me anytime.

Sincerely,



Clayton Rosenlund
Sheridan Grand Cental
307-752-0109
clayton.rosenlund@gmail.com

Sue Goodman <sgoodman@sheridanwy.net>

Concerns Regarding Re-zoning of R1 Lot

2 messages

Kami Ostler <kamilynostler@gmail.com> Wed, Aug 26, 2020 at 11:04 PM
To: Sue Goodman <sgoodman@sheridanwy.net>

Hi Sue,

I'm emailing in regards to concerns I have regarding the lot that shares a property line with my lot located at 847 Lincoln Drive. I was recently notified that the gentleman who owns this land is seeking to re-zone this lot to become B1 and is planning to put an RV park at this location.

My first concern is that by doing so, this will greatly effect the property value of my property as well as neighbors in the surrounding area. With this negatively effecting so many homeowners, I don't believe re-zoning this lands is the correct thing to do.

Secondly, when I purchased the lot at 847 Lincoln Drive, I was told that I needed to follow the 2012 Entry Corridor Guidelines if I were building a business or multi family building. I was told that the city wants our town to look presentable and beautiful to those passing by via the highway. With that, I believe this currently is a clean and well taken care of area, and shows the character of our community. When adding an RV park, that will absolutely lower the appeal of our community from those driving through or passing by, and will not demonstrate the beauty that our town has to offer. I hope the city will consider my concerns before making a decision regarding this issue, and I thank you so much for your time.

Respectfully,
Kami Ostler

--
Kami Ostler

Sue Goodman <sgoodman@sheridanwy.net> Thu, Aug 27, 2020 at 12:59 PM
To: Kami Ostler <kamilynostler@gmail.com>

We haven't scheduled this for a meeting yet, but I have added your letter to the file and will include it in future meeting packets.
Thanks

Sue Goodman
Planning Technician
City of Sheridan
307.675.4226

[Quoted text hidden]

ORDINANCE NO 2227

AN ORDINANCE amending Ordinance No. 826, the Zoning Ordinance of the City of Sheridan, to zone the entirety of the land more particularly described in Appendix A Section 1., and shown on the attached Exhibit A, from an R-1 Residence District to a B-1 Business District; for the property located at 646 East 5th Street.

WHEREAS, the owner of the following described land has petitioned the City Council to rezone the same from an R-1 Residence District to B-1 Business District, and a public hearing having been held thereon by the City Council; THEREFORE

BE IT ORDAINED BY THE CITY COUNCIL OF SHERIDAN, WYOMING:

Section 1.
The following described land is hereby rezoned from an R-1 Residence District to a B-1 Business District, to wit:

A tract of land located in the SE1/4 SW1/4 of Section 23 and the east half of the NW1/4 of Section 26, Township 56 North, Range 84 West of the Sixth Principal Meridian, Sheridan County, Wyoming. Thereto, City of Sheridan, Wyoming.

Section 2.
That Ordinance No. 826, The Zoning Ordinance of the City of Sheridan is hereby amended to conform herewith.

Section 3.
If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, than all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4.
That this ordinance shall be in full force and effect immediately upon its passage and publication as provided by law.

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

ATTEST: _____
Roger Miller, Mayor

_____
Cecilia Good, City Clerk
State of Wyoming)
)SS
County of Sheridan)

Subscribed and sworn to (or affirmed) before me this _____day of

_____, 2020 by _____.

_____
Notary Public

My commission expires _____.

7 B-1 Business District.

A. *Use Regulations*. The following uses shall be permitted:

1. Any use permitted in the R-3 Residence District and the R-4 Residence District;

2. Any retail business;

3. Public garage or filling station;

4. Tourist court;

5. Offices, theatre, bank or restaurant;

6. Shoe shop, tailor shop, barbershop or beauty parlor;

7. Business or commercial school or studio;

8. Bakery not employing more than five (5) persons in preparing and baking its products;

9. Laundry or dry cleaning establishment employing not more than five (5) persons engaged in laundry or dry cleaning work;

10. Accessory buildings and uses customarily incidental to any of the above uses.

11. Adult-Oriented Business. No permit shall be issued for the placement of an adult-oriented business unless and until it conforms to all of the criteria of City of Sheridan Appendix A, Section 10, Subsection 21.

B. *Height Regulations*. The regulations shall be the same as in the R-3 Residence District.

C. *Area Regulations*.

1. Front yard. In those portions of the B-1 Business District which occupy part of the frontage on one side of the street between two intersecting streets and the remainder of the frontage is in a residence district, the front yard requirements shall be the same as those of the residence district in the remainder of the frontage. In all other locations in the B-1 Business District no front yard shall be required.

2. Rear yard. The minimum rear yard shall be ten (10) feet except for dwellings, which shall provide a minimum rear yard of fifteen (15) feet.

3. Side yard. For buildings used wholly or in part for residential purposes, the minimum width of the side yard on each side of the building shall be five (5) feet. Buildings used for nonresidential purposes need not provide a side yard except that any such building located at the boundary line between the B-1 Business District and any residence district shall provide a side yard of not less than five (5) feet on the side adjoining the residence district.

4. Lot area per family. No minimum lot size per family dwelling.

D. *Parking Regulations*.

1. Number of Spaces Required. All newly erected or constructed structures within the B-1 Business District shall provide upon the same lot, or within three hundred feet (300) thereof, the number of accessible off-street parking spaces as follows:

a. Retail/Commercial Services or Office. One (1) parking space per one thousand square feet (1,000 sq. ft.).

b. Residential. Three quarters (0.75) parking spaces per dwelling unit.

c. All other uses shall provide the number of accessible off-street parking spaces by the use and area parking schedule set forth in City Ordinance Appendix A, Section 10, Subsection 16.

2. On-Street Parking Credit. Off-street parking required for Residential uses may be reduced by one (1) off-street parking space for every on-street parking space abutting the development where overnight parking is allowed. An on-street parking space shall be defined as follows:

a. Parallel parking - each parking space being twenty feet (20′) feet of uninterrupted curb, where allowed.

b. Forty-five-degree diagonal - each parking space being fourteen feet (14′) of uninterrupted curb, where allowed.

c. Ninety-degree (perpendicular) parking - each parking space being ten feet (10′) feet of uninterrupted curb, where allowed.

3. Parking Restrictions.

a. Parking spaces will not obstruct a required clear vision area or violate any law.

b. On-street parking spaces credited for a specific use may not be used exclusively by that use but shall be available for general public use at all times. No signs or action limiting general public use of on-street spaces is permitted unless said use restriction is required by federal, state or local law.

c. An On-Street Parking Credit does not apply on designated snow routes or locations where long-term permanent parking is allowed. (Ord. No. 1269, § 3, 7-8-74; Ord. No. 1871, § 1, 1-2-01; Ord. 1892, § 6, 11-19-01; Ord. No. 1931, 8-4-03; Ord. No. 1995, § 2, 4-17-06; Ord. No. 2184, § 1, 4-6-18; Ord. No. 2200, § 1, 11-7-19.)

4.1 R-1 Residence District.

A. *Use Regulations.* The following uses shall be permitted:

1. One-family dwelling.

2. Public park, playground and fair grounds.

3. Public library, museum and community building.

4. Public and private school, elementary and high, college.

5. Church or other place of worship. Parish house.

6. Municipal, county, state or federal building, except for such uses as warehouse, garage or other uses customarily carried on as a business.

7. Water supply reservoir, well, tower or filter bed.

8. Telephone exchange where no public business office and no repair or storage facilities are maintained.

9. Railway right-of-way not including railway yards. Passenger station.

10. Agriculture, gardening, and nursing for the propagation of plants.

11. Home occupations as defined herein.

12. Accessory buildings and uses customarily incidental to any of the above uses.

B. *Height Regulations.* No building shall exceed a height of thirty-five (35) feet or three (3) stories except as hereinafter provided.

C. *Area Regulations.*

Front yard. The minimum front yard shall be twenty-five (25) feet. In the case of a corner lot, the primary front yard shall be the yard in which the principal entrance to the building faces, the depth shall be at least twenty-five (25) feet. The other yard between the adjacent street line and the line of the building shall be at least fifteen (15) feet in depth.

Rear yard. The minimum rear yard depth shall be twenty (20) feet.

Side yard. The minimum width of the side yard on each side of the building shall be five (5) feet.

Lot area per family. Each one-family dwelling shall be located on a lot having an area of not less than six thousand (6,000) square feet.

D. Special Exemptions allowed within an R-1 Residence District:

1. Bed and breakfast.

2. Funeral home or mortuary.

3. Hospital, sanitarium, or clinic, not including animal hospitals.

4. Home for the children or aged.

5. Offices offering professional services.

E. *Parking Regulations.* All newly erected or constructed buildings within the R-1 Residence District shall provide upon the same lot the number of accessible off-street parking spaces required by the use and area parking schedule set forth in subsection 16 of section 10 of this Ordinance. (Ord. No. 1577, § 3, 3-12-84; Ord. 1812, § 1, 5-4-98; Ord. No. 1892, § 2, 11-19-01; Ord. No. 2149, § 1, 10-6-14; Ord. No. 2172, § 1, 10-17-16; Ord. No. 2184, § 1, 4-6-18.)

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 Resolution # 49-20, Application from the HUB on Smith to the State Loan and Investment Board for grant funding from the Coronavirus Relive Fund. - Heather Doke, Human Resources Director & Carmen Rideout, The HUB on Smith

From:

To: Mayor and Council

CC:

Date:

Recommendation:

Staff recommends that Mayor and Council approve Resolution #31-20 for the HUB on Smith to apply for a SLIB Grant from the Coronaviurs Relief Fund to help with their Upward Capital Construction Project.

Background:

The HUB on Smith was awarded $1.9 million for the HVAC system, part of their Upward Capitol Construction Project. The bids for the equipment associated with the project came in $400,000 over engineer's estimate. Sheridan County has agreed to transfer $400,000 of their allocation from CARES Funding to the City for this overage.

The State of Wyoming received $1.25 billion in CARES Act funding from the Federal government to address the necessary shortages related to the Coronavirus pandemic. The Wyoming State Legislature earmarked 70 million of this funding for local governments and special districts during their special session in June. The SLIB board will consider applications at their upcoming meetings on a first-come, first-served basis. The HUB on Smith intends to submit this application to the SLIB board by October 22 for consideration at the October 5th SLIB meeting.

Attachments

Resolution

CITY OF SHERIDAN
RESOLUTION #49-20

A RESOLUTION AUTHORIZING SUBMISSION OF A CORONAVIRUS RELIEF GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE HUB ON SMITH IN THE CITY OF SHERIDAN, WYOMING.

FOR THE PURPOSE OF:
Receiving relief funding for expenses related to the Coronavirus Pandemic.

W I T N E S S E T H

WHEREAS, the Governing Body for the City of Sheridan, Wyoming desires to participate in the CORONAVIRUS RELIEF GRANT program to assist in financing this request; and

WHEREAS, the Governing Body of the City of Sheridan, Wyoming recognizes the need for the request; and

WHEREAS, the Coronavirus Relief Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Sheridan, Wyoming:

That a grant application in the amount of $400,000 be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the City of Sheridan Coronovirus Emergency Relief Fund.

BE IT FURTHER RESOLVED, that Heather Doke, Director of Human Resources and Candace Ainslie, Assistant City Clerk are hereby designated as the authorized representatives of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS 19th day of October, 2020.

_____
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

Human Resources

MEMORANDUM

Project Name:	**Consideration of Resolution #48-20, Implementation of Employee Compensation Increases for FY21.**
From:	
To:	Mayor and Council
CC:	N/A
Date:	10/08/2020

Recommendation:

Staff recommends that the Mayor and Council approve Resolution #48-20, Implementation of Employee Compensation Increases for FY21.

Background:

The FY21 budget included funds for increases for City employees. Because of the COVID-19 pandemic and the uncertainty of revenues, Council voted not to implement the increase at that time and to revisit the issue in October. Health insurance premiums did increase 13% as of July 1st so all employees who have City insurance have seen a reduction in their take home pay. Because revenues for the first quarter of FY21 have increased over last year and are more than budgeted, staff is recommending that Council implement the funds in the budget for increases.

Staff's original recommendation was that the City and the employees split the 13% increase in health insurance premiums 50/50, that City employees receive a 1% scale increase, and that all employees who received at least a "meets expectations" rating on their 2019 performance appraisal also receive a 1 step (1.25%) increase. Due to being part way through the year, staff is recommending that the City continue to pay 80% of the premium for the 1500/3000 deductible through the end of FY21 so as to not have to change premiums in the middle of the year. To do that and still fit within the approved funds, staff recommends a 1.75% increase to the pay scale. Instead of going back and figuring backpay back to 7/1/20, staff recommends that this increase be effective 11/1/20 and that the portion of that 1.75% increase from 7/1/20-10/31/20 be given to employees as a one-time stipend (bonus). Those employees who did not receive a "meets expectations" rating on their 2019 performance appraisal would not receive the stipend (bonus) portion of the increase.

The average increase for City employees would be $913.11 per year. The increase will cover the increased cost in health insurance premiums for most employees.

Funding:

This recommendation fits within the amount for increases that was approved in the budget so it is not necessary to allocate any additional funds.

Attachments

Resolution #48-20

CITY OF SHERIDAN
RESOLUTION 48-20

A RESOLUTION implementing Employee Compensation Increases for FY21

WHEREAS, the City Governing Body approved the FY 2021 budget, effective July 1, 2020 which included a 1% scale pay increase and a 1.25% step increase for all non-union employees; and

WHEREAS, the City Governing Body froze all pay raises for non-union employees as a result of COVID-19; and

WHEREAS, the City and employees share health insurance premium costs for at an 80/20 split respectively; and

WHEREAS, the health insurance premium increased 13% for FY 2021 and effected all employees; and

WHEREAS, the City of Sheridan and International Association of Firefighters Local #276 (IAFF Local #276)negotiated a collective bargaining agreement on July 22, 2020 which adopted the FY 2020 collective bargaining agreement pay and benefits and thus no pay increase; and

WHEREAS, IAFF Local #276 has agreed to amend the FY 2021 Collective Bargaining Agreement; and

WHEREAS; the City Governing Body finds that there are adequate funds to provide a pay increase for City of Sheridan employees and union members.

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

1. All employees shall receive a 1.75% increase to the pay scale effective November 1, 2020.

2. All employees shall receive a one-time stipend of 1.75% for the time period between July 1,2020 and October 31, 2020.

3. Any employee who did not receive a "meets expectations" rating on their 2019 performance appraisal shall not receive the stipend.

4. The FY 2021 Collective Bargaining Agreement with IAFF Local #276shall be amended to memorialize the pay scale increase.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 20__.

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

Treasurer

MEMORANDUM

Project Name:	Consideration of General Purpose Excise Tax Policy and General Purpose Excise Tax Annual Application Policy - City Treasurer Karen Burtis
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	09/30/2020

Background:

A committee was created to review the current One Cent procedures and application process and to recommend policies to memorialize the management and use of those funds. The committee met three times and agreed on the attached documents.

Attachments

GPET Policy
GPET Application Policy
Annual Application
GPET Agreement
Semi-Annual Report
Annual Report
Out of Cycle Request

City of Sheridan
General Purpose Excise Tax (GPET) Policy

The purpose of this policy is to establish procedures for the efficient and consistent management of the General Purpose Excise Tax. This policy also establishes points of contact for inclusive communications within and without the City.

1. The General Purpose Excise Tax is authorized under W.S. § 39-15-203 and is a general purpose excise tax to be used for general revenue purposes. W.S. § 39-15-204(a)(i) The City refers to the General Purpose Excise Tax as the One % Sales and Use Tax.

2. The proposition "for the county sales and use tax" or "against the county sales and use tax" shall be decided by the vote of the qualified electors of Sheridan County. Any informational campaigns or examples of potential expenditures shall not be deemed as a budgeted appropriation or guarantee to fund. Recipients are not entitled to any specific allocation of funds.

3. The General Purpose Excise Tax may be imposed in one-half (.5%) increments not to exceed two percent (2%). W.S. § 39-15-204(a)(i)

4. The City Clerk and the City Treasurer shall be the designated contacts for all communications regarding the GPET. Any staff member or outside person must direct all questions, comments, or requests for funds/applications to either contact.

5. The annual budgeting of GPET funds is completely at the City's discretion and not tied to or obligated by any informational campaigns or perceived assurances. A portion of the budgeted funds may be set aside for allocation to outside groups, but such funds are not guaranteed.

6. Budgeted funds shall only be used for the purpose requested. Unspent funds shall not be used for other expenditures.

7. Unspent funds at the end of the fiscal year shall revert to the contingency account for future re-allocation.

8. Revenue received in excess of the budgeted revenue shall be placed in the contingency account for future re-allocation.

9. The annual application for GPET funds by outside groups shall be governed by the General Purpose Excise Tax Annual Application Policy. City departments can request funds through the annual budget process.

10. Requests by outside groups for one-time "out-of-cycle requests" will be considered by Council after completion of a General Purpose Excise Tax Out-of-Cycle Request. Out-of-cycle requests are requests that arise after the application period has ended.

City of Sheridan
General Purpose Excise Tax (GPET) Annual Application Policy

The purpose of this policy is to establish procedures and guidelines for outside entities applying for General Purpose Excise Tax (GPET) funds.

1. GPET funds for outside groups shall be governed by the General Purpose Excise Tax Policy.

2. Only non-profit and governmental entities are eligible to apply for GPET funds.

3. Applications for GPET Funds must be completed annually.

4. The Governing Body will determine the amount of GPET funds to be distributed to outside groups.

5. Staff will review applications for completeness.

6. Staff will provide completed applications to the Governing Body.

7. The Governing Body will determine which applicants will receive funding based on the intended use of funds and the Governing Body priorities and needs of the City.

8. Recipients will be required to enter into General Purpose Excise Tax Agreement with the City.

9. Payments to recipients will be disbursed quarterly.

10. Recipients must submit a Semi-Annual Performance and Financial Report by January 15.

11. Recipients must submit an Annual Performance and Financial Report by July 15.

12. Semi-annual and annual reports not submitted on time may result in the withholding of future disbursements.

13. Unspent funds at the end of the fiscal year shall revert to the contingency account for future re-allocation.

14. The following timeline shall apply to the application process:
    a. September 1 – September 20 – Advertise availability of GPET applications
    b. September 1 – September 30 – Distribute applications and accept questions from applicants
    c. October 1 – October 7 – Prepare answers for dissemination to applicants
    d. October 1 – October 31 – Complete and submit applications by applicants
    e. November 1 – November 30 – Review applications for completeness
    f. December 1 - January 15 – Governing Body evaluates applications
    g. 2nd January Meeting – Governing Body determines recipients and amounts
    h. February 15 – Staff distributes agreements to recipients
    i. February 28 – Recipients return signed agreements to City
    j. March – Agreements executed by the Mayor

General Purpose Excise Tax
Annual Application

General Information

Applications are available for download on the City of Sheridan website at www.sheridanwy.gov. Contact Cecilia Good at cgood@sheridanwy.net or 675-4214 if you have questions or require additional information. In addition, applicants must submit a Good Standing Certificate from the Wyoming Secretary of State. Forms can be obtained at https://wyobiz.wyo.gov/Business/FilingSearch.aspx.

All sections of the Application must be completed in the provided format. Only provide what is requested. Do not include brochures, promotional materials, etc.

All requested information must be completed before this Application will be considered. Incomplete applications will be returned to the applicant for completion. Applications must be submitted to the City Clerk's Office by TIME p.m. on DATE.

If your application is approved by the Governing Body, disbursements will begin after July 1, 2021.

Applicants must submit one (1) signed original and one (1) electronic application to:

City of Sheridan
Clerk's Office
Attn. Cecilia Good
55 Grinnell Plaza
PO Box 848
Sheridan, WY 82801
cgood@sheridanwy.net

Application Checklist - Submit with Application

- ☐ Completed Application Form
- ☐ Good Standing Certificate from the Wyoming Secretary of State
- ☐ Completed W-9
- ☐ One (1) original Application
- ☐ One (1) electronic Application

General Purpose Excise Tax
Annual Application
(July 1, 2021 through June 30, 2022)

SECTION I: Cover Sheet

Organization Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Phone Number: _____

Email: _____

Organization TIN/EIN: _____ (Attach completed W-9)

Funds Requested: $ _____

Board Members and Terms:

Name	**Term Start**	**Term End**

Certification: I hereby certify that the information given in this General Purpose Excise Tax Annual Application is true and correct to the best of my knowledge.

Agency Director _____ (Signature) _____ (Printed Name) _____ (Date)

President _____ (Signature) _____ (Printed Name) _____ (Date)

SECTION II: Fact Sheet - Keep responses to a single page

Mission Statement and Organizational History

Provide your organization's Mission Statement and a brief history of your organization in Sheridan County, including services provided to area residents.

SECTION II: Fact Sheet (Continued)

Funding Requested

Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. Include the following:

- Previous funding history (amounts requested and received; how long funds have been received)
- If the funds are for one-time or on-going expenses
- For one-time expenses, list the item(s) and the purpose or use of that/those item(s)
- For on-going expenses, list the project(s) or outcome(s)
- How your project relates to or improves the overall quality, character, or health of the community
- Identify the municipal function that will be performed with the funds
- If the funding will be used to leverage additional funding for your organization either through grants or other means

SECTION III: Statement of Financial Position – Must use this form

Statement of Financial Position as of September 30, 2020:

Assets:	**Total**
Current Assets	
Cash and Cash Equivalents	
Investments	
Accounts Receivable	
Prepaid Expenses	
Other	
Total Current Assets	

Non-Current Assets	
Furniture & Equipment	
Land/Building	
Accumulated Depreciation	
Other	
Total Non-Current Assets	
Total Assets	

Liabilities and Net Assets:	
Current Liabilities	
Accounts Payable	
Accrued Payroll Expenses	
Other Accrued Expenses	
Notes Payable (Current Portion)	
Other	
Total Current Liabilities	

Non-Current Liabilities	
Notes Payable (Long-term Portion)	
Total Non-Current Liabilities	
Total Liabilities	

Net Assets	
Temporarily Restricted	
Unrestricted	
Unrestricted (Board designated)	
Total Net Assets	
Total Liabilities and Net Assets	

SECTION IV: Current Annual Budget - Must use this form

From _____ **Through** _____

Budgeted Revenue	Amount	Comments/Explanation
City of Sheridan GPET		
Sheridan County One Cent		
Federal Grants		
State Grants		
Other Grants		
Donations		
Fundraising		
Dues/Memberships		
Interest		
Other		
Other		
Total Budgeted Revenue		

Budgeted Expenses	Amount	Comments/Explanation
Administrative Expenses		
Salary, Director		
Salary, Other(s)		
Benefits		
Supplies		
Equipment		
Rent		
Utilities		
Contractual Services		
Other		
Program Expenses		
Salaries		
Benefits		
Supplies		
Equipment		
Lodging		
Food		
Advertising/Printing		
Other		
Total Budgeted Expenses		This figure must match Total Budgeted Revenue line above.

SECTION V: Proposed Budget of Requested Funds - Must use this form

From July 1 _____ **Through June 30** _____

Budgeted Expenses	**Amount**	**Comments/Explanation**
Administrative Expenses		
Salary & Benefits, Director		
Salary & Benefits, Other(s)		
Supplies		
Equipment		
Rent		
Utilities		
Contractual Services		
Other		
Program Expenses	If you have more than one program, please make a copy of this page	
Salary & Benefits		
Supplies		
Equipment		
Lodging		
Rent		
Utilities		
Food		
Advertising/Printing		
Other		
Total Budgeted Expenses		

CITY OF SHERIDAN
GENERAL PURPOSE EXCISE TAX AGREEMENT

This Agreement is made by and between the City of Sheridan, a municipal corporation organized under the laws of the State of Wyoming, whose address is 55 Grinnell Plaza, Sheridan Wyoming 82801, hereinafter referred to as the "City," and «Organization_Name», whose address is «Address», hereinafter referred to as the "Contractor".

WHEREAS, City has determined that the services provided by the Contractor in Sheridan, Wyoming, as hereinafter set forth, are of direct benefit to the City of Sheridan and its residents, and that the City should assist in the funding thereof for the term of this Agreement.

NOW, THEREFORE, the City and Contractor hereby agree as follows:

1. SCOPE OF SERVICES: The Contractor shall perform the following services:

   Insert

2. TERM: This Agreement shall commence on July 1, 20XX, and continue in force until June 30, 20XX.

3. COMPENSATION AND METHOD OF PAYMENT: The City agrees to pay the Contractor a total amount not to exceed **Ten Thousand, Five Hundred Dollars and xx/100 ($10,500.00)** for the services set forth in paragraph 1. Payment is to be made quarterly, subject to paragraph 8.

4. USE OF FUNDS: Funds shall be used solely for the services described in paragraph 1. Specifically, funds shall not be used for:
   a. Any costs outside the scope of the approved program
   b. Personal injury compensation or damages arising out of or connected with the program
   c. Fines and penalties due to violations or failure to comply with federal, state, or local laws and ordinances, and terms, provisions, conditions, or commitments of this Agreement
   d. Interest on bonds or other forms of indebtedness
   e. Any costs arising out of or attributable to the Contractor's malfeasance, misfeasance, mismanagement, or negligence
   f. Buy-out of unused sick leave, vacation/administration leave time
   g. Campaigning, lobbying, support of candidates or ballot measures for any election

5. REPORTING: The Contractor shall complete a semi-annual and an annual performance and financial report. These reports will be due January 15 and July 15, respectively. Upon the request of the City, a representative of the Contractor shall be required to make a presentation to the City of Sheridan Governing Body.

6. DEFAULT/TERMINATION: Any one or more of the following acts or omissions of this Agreement may constitute an event of default or termination.
   a. A default shall be a violation of this agreement that does result in an immediate termination as described in paragraph 6(b). A default may be declared by either party by providing notice to the other. The defaulting party shall have thirty (30) days to cure the default. Failure to cure a default shall grant the non-defaulting party the right to terminate this Agreement. Defaults may include but are not limited to:
      i. Failure to satisfactorily perform any required task, service, covenant or condition
      ii. Failure to submit any report or provide notice required hereunder
      iii. Failure to assure the City that it is capable of performing the obligations herein

iv. Failure to use funds in accordance with this Agreement

b. The City may terminate this Agreement upon notice to the Contractor for the following:
   i. Dissolution, bankruptcy, or insolvency of the Contractor
   ii. Contractor acted fraudulently, negligently or completed an application for funding which could be construed as fraudulent, materially incorrect or materially misleading
   iii. Violation of any Federal, State or Local law
   iv. Commission of a crime by the contractor or contractor's employee or subcontractor who is charged with a crime of fraud, embezzlement, theft or any felony
   v. Failure of the General Purpose Excise Tax (One % Sales and Use Tax) to be approved by the voters

7. AMENDMENT: Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.

8. AVAILABILITY OF FUNDS: Each payment obligation of the City is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason. If funds are not allocated or available for continued performance of this Agreement, this Agreement may be terminated by the City. The City shall notify the Contractor at the earliest possible time if funds may not be available. No penalty shall accrue to the City in the event this provision is exercised, and the City shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

9. AUDIT AND ACCESS TO RECORDS: The City and its representatives shall have access to any books, documents, papers, electronic data, and records of the Contractor which are pertinent to this Agreement for auditing purposes. These documents shall be retained by the Contractor for a period of three (3) years after the end of this Agreement or the termination date, whichever is first.

10. INSURANCE: It shall be the responsibility the Contractor to carry a policy of commercial general liability insurance, with liability limits in the amount of not less than $1,000,000 per occurrence and $2,000,000 aggregate, and shall provide the City Clerk with a copy of the certificate of commercial liability insurance for the Contractor. Contractor shall indemnify, save and hold harmless the City from any and all liability to persons for harm or injury resulting from the services performed under this Agreement.

11. NOTICES: All notices arising out of, or from, the provisions of this Agreement shall be in writing and given to all parties at the addresses below either by regular mail, facsimile, email, or delivery in person.

City of Sheridan	Contractor
City Clerk's Office	ffad
PO Box 848	dfdfa
Sheridan, WY 82801	dfdfa

If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail, notice is effective as of the date of mailing.

12. INDEPENDENT CONTRACTOR: The Contractor shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the City of Sheridan for any purpose. Consistent with the express terms of this Agreement, the Contractor shall be free from control or direction over the details of the performance of services under this Agreement. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the

Contractor in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the City of Sheridan to incur any obligation of any kind on behalf of the City of Sheridan. The Contractor agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to City of Sheridan employees will inure to the benefit of the Contractor or the Contractor's agents or employees as a result of this Agreement.

13. POLITICAL ACTIVITY: Contractor shall not use any funds received form the City to engage in any political activity designed to bolster or harm any political party, its specific political platform, Political Action Committee, ballot measure, or candidate for public office. Contractor may provide written or verbal information to individuals or candidates upon request provided such information is made available to the public at large on an equal basis. Contractor may sponsor public forums organized to educate the general public on issues relevant to the activities subject to this Agreement.

14. CONFLICT OF INTEREST: The Contractor certifies that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with performic of the services hereunder. In addition, Contractor guarantees that in the performance of this Agreement, no subcontractor or person having such an interest shall be employed. The Contractor certifies that no one who has or will have any financial interest under this Agreement is an officer or employee of the City.

15. KICKBACKS: Contractor certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this funding, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this funding.

16. APPLICABLE LAW, RULES OF CONSTRUCTION, AND VENUE: The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder, "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the Stat of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the Fourth Judicial District, Sheridan County, Wyoming.

17. ASSIGNMENT: Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Contractor shall not use this Agreement, or any portion thereof, for collateral for any financial obligation.

18. COMPLIANCE WITH LAWS: Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Agreement. Failure to do so will give the City the right to immediately terminate this Agreement.

19. NON-DISCRIMINATION: In rendering services under this Agreement, Contractor shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

20. ENTIRETY OF AGREEMENT: This Agreement, consisting of 5 pages represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representation, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.

21. FORCE MAJEURE: Neither party shall be liable for failure to perform under this Agreement if:
    a. the failure to perform was caused by an impediment beyond its reasonable control;
    b. that the impediment could not reasonably have been anticipated to occur prior to its occurrence; and
    c. that the impediment could not reasonably been avoided or overcome.

    Such examples could include but is not limited to acts of God, acts of nature, acts of terrorism, government orders, or quarantines. Provided, however, a party may not invoke this clause for failing to follow Federal or State guidelines concerning epidemics or pandemics which results in a quarantine or other form of impediment. The party to invoke this clause may not do so unless they have given notice to the other party no later than five (5) business days following the force majeure event and provide a report of the actions taken to avoid the impediment.

22. INDEMNIFICATION: Contractor shall indemnify, hold harmless, and assume the defense of the City, its officers, employees, agents, and elective and appointive boards from all claims, losses, damages, including property damages, personal injury, death and liability of every kind, directly or indirectly accruing or arising as a result of or in connection with Contractor's activities in relation to this Agreement.

23. SEVERABILITY: Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of this Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

24. GOVERNMENTAL IMMUNITY: The City of Sheridan expressly reserves the right to invoke governmental immunity for any claim arising out of this Agreement pursuant to the Wyoming Governmental Claims Act, W.S. § 1-39-101 *et seq*.

25. THIRD PARTIES: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained herein shall operate only between the parties and shall be solely to their benefit. The parties hereto intend and expressly agree that only signatories shall have any legal or equitable right to seek enforcement, any remedy arising out of a party's performance or failure to perform any terms or conditions hereof, or to bring an action for the breach of this Agreement.

26. TITLES NOT CONTROLLING: Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

27. WAIVER: The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

28. ENTIRE AGREEMENT: This Agreement contains the entire understanding of the parties, and there are no other terms or conditions, oral or written, concerning, or controlling this matter. Time is of the essence hereof.

29. SIGNATURES: The parties executing this Agreement certify that they have the proper authority to bind their respective entities to all terms and conditions set forth herein.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Agreement on: _____, 2020.

CITY OF SHERIDAN, WYOMING	**«ORGANIZATION_NAME»**
Roger Miller, Mayor	By
ATTEST:	Print Name
Cecilia Good, City Clerk	Title

General Purpose Excise Tax
Semi-Annual Report

Due January 15

SECTION I: Cover Sheet

Organization Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Phone Number: _____

Email: _____

Organization TIN/EIN: _____

Funds Amount: $ _____

Certification: I hereby certify that the information given in this General Purpose Excise Tax Semi-Annual Report is true and correct to the best of my knowledge.

Agency Director	_____	_____	_____
	Signature	Printed Name	Date
President	_____	_____	_____
	Signature	Printed Name	Date

SECTION II: Activities and Accomplishments - Must use this form

Briefly explain how the funds have been used. Include the following:

- If the funds are for one-time or on-going expenses
- For one-time expenses, list the item(s) and the purpose or use of that/those item(s)
- For on-going expenses, list the project(s) or outcome(s)
- How your project has improved the overall quality, character, or health of the community
- Identify the municipal function that was performed with the funds

SECTION III: Budget & Expenditure of Funds - Must use this form

From July 1 _____ **Through** December 31 _____

Budgeted Expenses	Budget Amount	Expenditures	Unexpended
Administrative Expenses			
Salary & Benefits, Director			
Salary & Benefits, Other(s)			
Supplies			
Equipment			
Rent			
Utilities			
Contractual Services			
Other			
Program Expenses	If you have more than one program, please make a copy of this page		
Salary & Benefits			
Supplies			
Equipment			
Lodging			
Rent			
Utilities			
Food			
Advertising/Printing			
Other			
Total			

General Purpose Excise Tax
Annual Report

Due July 15

SECTION I: Cover Sheet

Organization Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Phone Number: _____

Email: _____

Organization TIN/EIN: _____

Funds Amount: $ _____

Certification: I hereby certify that the information given in this General Purpose Excise Tax Annual Report is true and correct to the best of my knowledge.

Agency Director	_____	_____	_____
	Signature	Printed Name	Date
President	_____	_____	_____
	Signature	Printed Name	Date

SECTION II: Activities and Accomplishments - Must use this form

Briefly explain how the funds have been used. Include the following:

- If the funds are for one-time or on-going expenses
- For one-time expenses, list the item(s) and the purpose or use of that/those item(s)
- For on-going expenses, list the project(s) or outcome(s)
- How your project has improved the overall quality, character, or health of the community
- Identify the municipal function that was performed with the funds

SECTION III: Budget & Expenditure of Funds - Must use this form

From July 1 _____ **Through** June 30 _____

Budgeted Expenses	Budget Amount	Expenditures	Unexpended
Administrative Expenses			
Salary & Benefits, Director			
Salary & Benefits, Other(s)			
Supplies			
Equipment			
Rent			
Utilities			
Contractual Services			
Other			
Program Expenses	If you have more than one program, please make a copy of this page		
Salary & Benefits			
Supplies			
Equipment			
Lodging			
Rent			
Utilities			
Food			
Advertising/Printing			
Other			
Total			

General Purpose Excise Tax
Out-of-Cycle Request

General Information

Applications are available for download on the City of Sheridan website at www.sheridanwy.gov. Contact Cecilia Good at cgood@sheridanwy.net or 675-4214 if you have questions or require additional information. In addition, applicants must submit a Good Standing Certificate from the Wyoming Secretary of State. Forms can be obtained at https://wyobiz.wyo.gov/Business/FilingSearch.aspx.

All sections of the Application must be completed in the provided format. Only provide what is requested. Do not include brochures, promotional materials, etc.

All requested information must be completed before this Application will be considered. Incomplete applications will be returned to the applicant for completion. Applications must be submitted to the City Clerk's Office.

If your application is approved by the Governing Body, payment will be disbursed after the next regular City Council meeting.

Applicants must submit one (1) signed original and one (1) electronic application to:

City of Sheridan
Clerk's Office
Attn. Cecilia Good
55 Grinnell Plaza
PO Box 848
Sheridan, WY 82801
cgood@sheridanwy.net

Application Checklist - Submit with Application

- ☐ Completed Application Form
- ☐ Good Standing Certificate from the Wyoming Secretary of State
- ☐ Completed W-9
- ☐ One (1) original Application
- ☐ One (1) electronic Application

General Purpose Excise Tax
Out-of-Cycle Request
(July 1, 2021 to June 30, 2022)

SECTION I: Cover Sheet

Organization Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Phone Number: _____

Email: _____

Organization TIN/EIN: _____ (Attach completed W-9)

Funds Requested: $ _____

Board Members and Terms:

Name	**Term Start**	**Term End**

Certification: I hereby certify that the information given in this General Purpose Excise Tax Out-of-Cycle Request is true and correct to the best of my knowledge.

Agency Director _____ (Signature) _____ (Printed Name) _____ (Date)

President _____ (Signature) _____ (Printed Name) _____ (Date)

SECTION II: Fact Sheet - Keep responses to a single page

Mission Statement and Organizational History

Provide your organization's Mission Statement and a brief history of your organization in Sheridan County, including services provided to area residents.

SECTION II: Fact Sheet (Continued)

Funding Requested

Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. Include the following:

- Previous funding history (amounts requested and received; how long funds have been received)
- How your project relates to or improves the overall quality, character, or health of the community
- Identify the municipal function that will be performed with the funds
- If the funding will be used to leverage additional funding for your organization either through grants or other means

SECTION III: Statement of Financial Position – Must use this form

Statement of Financial Position as of 2020:

Assets:	**Total**
Current Assets	
Cash and Cash Equivalents	
Investments	
Accounts Receivable	
Prepaid Expenses	
Other	
Total Current Assets	

Non-Current Assets	
Furniture & Equipment	
Land/Building	
Accumulated Depreciation	
Other	
Total Non-Current Assets	
Total Assets	

Liabilities and Net Assets:	
Current Liabilities	
Accounts Payable	
Accrued Payroll Expenses	
Other Accrued Expenses	
Notes Payable (Current Portion)	
Other	
Total Current Liabilities	

Non-Current Liabilities	
Notes Payable (Long-term Portion)	
Total Non-Current Liabilities	
Total Liabilities	

Net Assets	
Temporarily Restricted	
Unrestricted	
Unrestricted (Board designated)	
Total Net Assets	
Total Liabilities and Net Assets	

SECTION IV: Current Annual Budget - Must use this form

From _____ **Through** _____

Budgeted Revenue	Amount	Comments/Explanation
City of Sheridan GPET		
Sheridan County One Cent		
Federal Grants		
State Grants		
Other Grants		
Donations		
Fundraising		
Dues/Memberships		
Interest		
Other		
Other		
Total Budgeted Revenue		

Budgeted Expenses	Amount	Comments/Explanation
Administrative Expenses		
Salary, Director		
Salary, Other(s)		
Benefits		
Supplies		
Equipment		
Rent		
Utilities		
Contractual Services		
Other		
Program Expenses		
Salaries		
Benefits		
Supplies		
Equipment		
Lodging		
Food		
Advertising/Printing		
Other		
Total Budgeted Expenses		This figure must match Total Budgeted Revenue line above.

SECTION V: Proposed Budget of Requested Funds - Must use this form

From _____ **Through** _____

Budgeted Expenses	**Amount**	**Comments/Explanation**
Administrative Expenses		
Salary & Benefits, Director		
Salary & Benefits, Other(s)		
Supplies		
Equipment		
Rent		
Utilities		
Contractual Services		
Other		
Program Expenses	If you have more than one program, please make a copy of this page	
Salary & Benefits		
Supplies		
Equipment		
Lodging		
Rent		
Utilities		
Food		
Advertising/Printing		
Other		
Total Budgeted Expenses		