AGENDA
CITY OF SHERIDAN
JUNE 20, 2022
REGULAR COUNCIL MEETING START 7:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Invocation - Tri Robinson, The Rock Church

4. Roll Call of Members

5. Consideration of Agenda

6. Community Update

   A. Sheridan County Travel & Tourism Joint Powers Board - Executive Director Shawn Parker

7. Comments from the Public

8. Public Hearings

   A. Public Hearing for Resolution #20-22 FY23 Budget - City Treasurer Karen Burtis

      i. Consideration of Resolution #20-22 FY23 Budget

   B. Public Hearing for Ordinance 2250, regarding a Gambling Moratorium within the Downtown Development District - Community Development Director Wade Sanner

      i. Consideration of First Reading of Ordinance 2250, regarding a Gambling Moratorium within the Downtown Development District

   C. Public Hearing for PL-22-21, Ordinance 2253, Bender Rezone from M-1 to R-3 - Community Development Director Wade Sanner

      i. Consideration of First Reading of PL-22-21, Ordinance 2253, Bender Rezone from M-1 to R-3

9. Consent Agenda

   A. Minutes of Regular Council Meeting June 6th, 2022

B. Claims

10. Staff Update

A. Election Update - City Clerk Cecilia Good

OLD BUSINESS

11. Consideration of the Second Reading of Ordinance #2248 Regarding Fees and Fines - City Attorney Brendon Kerns

12. Consideration of the Second Reading of Ordinance #2252 Establishing the Parks Department - City Attorney Brendon Kerns

13. Consideration of Second Reading of Ordinance #2251 Regarding Water Right Disclosures and HB0002 - City Attorney Brendon Kerns

NEW BUSINESS

14. Consideration of Resolution 27-22 Approving the County-wide Lodging Tax on the 2022 Ballot - Travel and Tourism Director Shawn Parker

15. Consideration of Resolution 23-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Water Service - Utilities Director Dan Roberts

16. Consideration of Resolution 24-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Sewer Service - Utilities Director Dan Roberts

17. Consideration of Resolution 25-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Solid Waste Collection and Disposal Services - Utilities Director Dan Roberts

18. Consideration of the Purchase of a 2022 Horton Ambulance via ARPA Funding - Fire Chief Gary Harnish

19. Council Comments and Requests for Future Agenda Items

20. Adjournment

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:	**Public Hearing for Resolution #20-22 FY23 Budget - City Treasurer Karen Burtis**
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	05/18/2022

Recommendation:

Staff recommends approving Resolution #20-22 - FY23 Budget.

Attachments

Resolution #20-22

CERTIFIED RECORD

OF

PROCEEDINGS OF THE GOVERNING BODY OF

THE CITY OF SHERIDAN, WYOMING

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

A special meeting of the governing body (the "Governing Body") of the City of Sheridan, State of Wyoming, was held at the regular meeting place of the Governing Body at 55 East Grinnell, Sheridan, Wyoming, on June 20, 2022, at the hour of 7:00 p.m. pursuant to notice and call duly given to each member of the Council.

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

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

There was also present: _____

Thereupon the following proceedings, among others, were had and taken. The following resolution was introduced and read by title only.

CITY OF SHERIDAN
RESOLUTION 20-22

A RESOLUTION APPROVING THE FISCAL YEAR 2023 BUDGET AND CERTIFYING THE AMOUNT OF GENERAL TAX ASSESSMENT TO BE LEVIED ON TAXABLE PROPERTY WITHIN THE CITY OF SHERIDAN FOR THE FISCAL YEAR 2023

WHEREAS, Wyoming Statute 16-4-103(a) requires a budget for each fiscal year for any city or town or every other year as provided for in Wyoming Statute 16-4-104(h);

WHEREAS, the State of Wyoming Constitution, Article 15 Section 6 allows the City to adopt a budget that includes up to 8 mills of property tax by resolution;

WHEREAS, during May and June 2022 the budget making authority prepared and submitted to the City Governing Body a Fiscal Year 2023 budget which included estimates of General Fund revenues from collections of the 8-mill property tax;

WHEREAS, a copy thereof was made available for public inspection at the Office of the City Clerk;

WHEREAS, a Notice of Public Hearing of the FY 2023 budget and the 8-mill property tax, together with a summary of each were published in the Sheridan Press, a legal newspaper of general circulation in the County on June 13, 2022;

WHEREAS, a Public Hearing was held on June 20, 2022 on the FY 2023 budget and on the 8-mill property tax at the time and place specified in said Notice, and which time all interested parties were given an opportunity to be heard;

WHEREAS, following such Public Hearing, certain alterations and revisions were made in the proposed budget.

BE IT RESOLVED BY THE CITY GOVERNING BODY THAT:

1. The City of Sheridan Budget is adopted as the Official City Budget for the Fiscal Year ending June 30, 2023. The budget appropriations are more specifically described on Exhibit A, attached hereto and incorporated herein.

2. The amount of general tax assessments to be levied upon the taxable property within the City of Sheridan for the Fiscal Year ending June 30, 2023, to meet expenses of the City for said Fiscal Year is hereby determined to be 8 mills, the same fixed and appropriated by the Council and which amounts are enumerated for the respective purposes as described on Exhibit A, attached hereto and incorporated herein.

3. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

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

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

PASSED, ADOPTED AND APPROVED _____, 2022.

City of Sheridan

_____

Richard Bridger, Mayor

ATTEST:

_____

Cecilia Good, City Clerk

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

Those voting YES: _____

Those voting NO: _____

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

CITY OF SHERIDAN, WYOMING

_____
Richard Bridger, Mayor

ATTESTED:

_____
Cecilia Good, City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF SHERIDAN)

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

1. The foregoing pages are true, correct and complete copies of the record of the proceedings of the Governing Body of the City, had and taken at a special meeting thereof held at the regular meeting place of the Council at 55 East Grinnell, Sheridan, Wyoming, on _____, 2022, at the hour of 7:00 p.m., as recorded in the records of the Governing Body kept in my office.

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

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

WITNESS my name and the seal of the City, on _____, 2022.

_____
Cecilia Good, City Clerk

EXHIBIT A

Summary of FY23 Budget Appropriations & Mill Levy

Fund	FY23 Budget Appropriations
General	14,278,100
GPET	4,752,000
Direct Distribution	1,947,501
Special Revenue	502,800
Capital Projects	14,756,000
Water	5,335,747
Sewer	2,931,016
Solid Waste	5,966,167
Golf	1,034,678
Weed & Pest	320,350
Debt Service	161,072
Total	51,985,431
Mill Levy - 8 Mills	1,841,000

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
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Planning

MEMORANDUM

Project Name:	Public Hearing for Ordinance 2250, regarding a Gambling Moratorium within the Downtown Development District - Community Development Director Wade Sanner
From:	Wade Sanner, Community Development Director
To:	Mayor and Council
CC:	
Date:	06/20/2022

Recommendation:

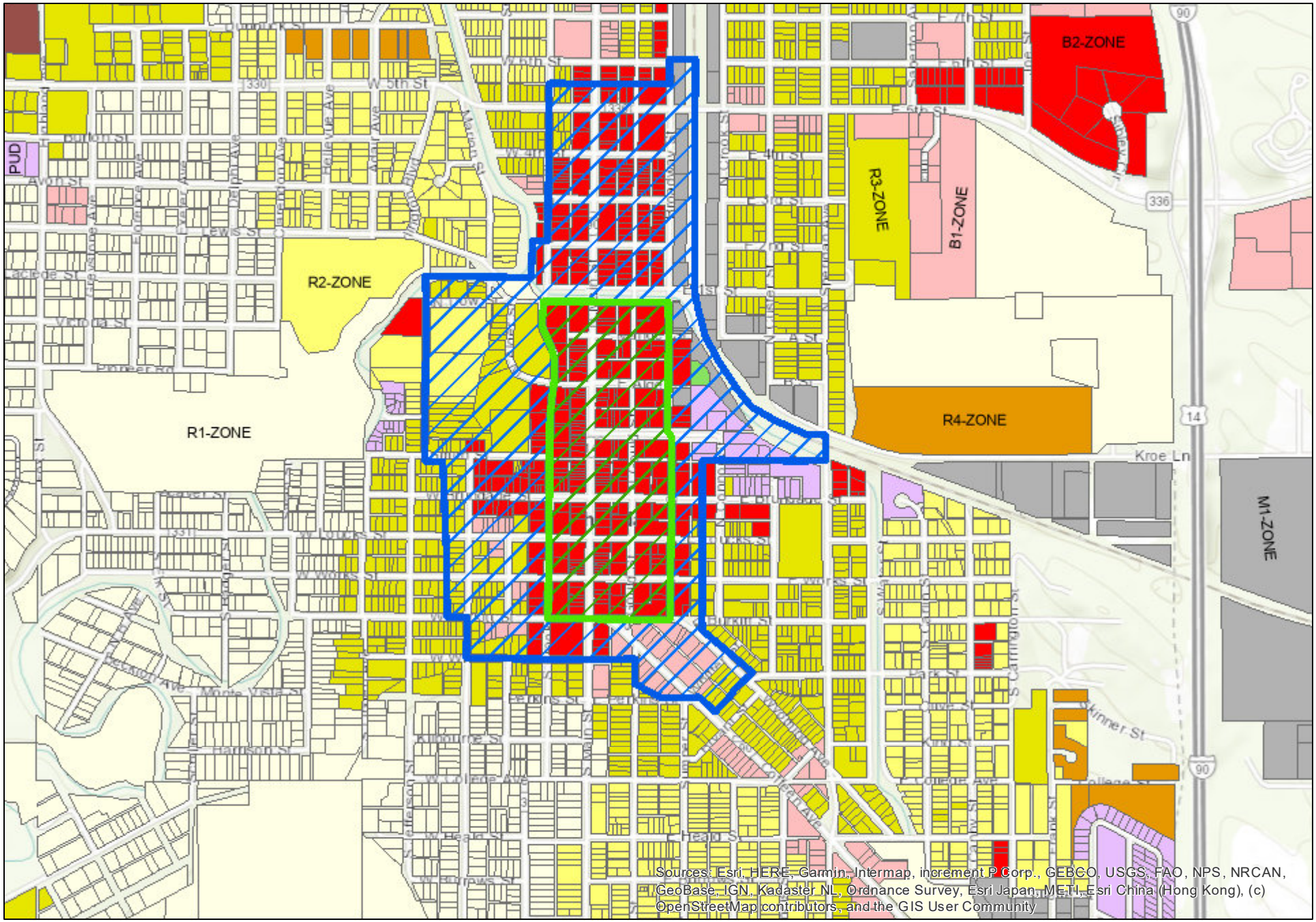
Staff recommends approval of Ordinance 2250, a request by staff to enact a gambling moratorium for the Downtown Development District. For further details, see the attached staff memorandum.

Background:

This item was reviewed by the Planning Commission on Monday, June 13, 2022. The Planning Commission sent a unanimous positive recommendation to the City Council. No public commented during the public hearing.

Attachments

Zoning Map
Downtown Development District
Staff Memo
Governor's Letter
Ordinance 2250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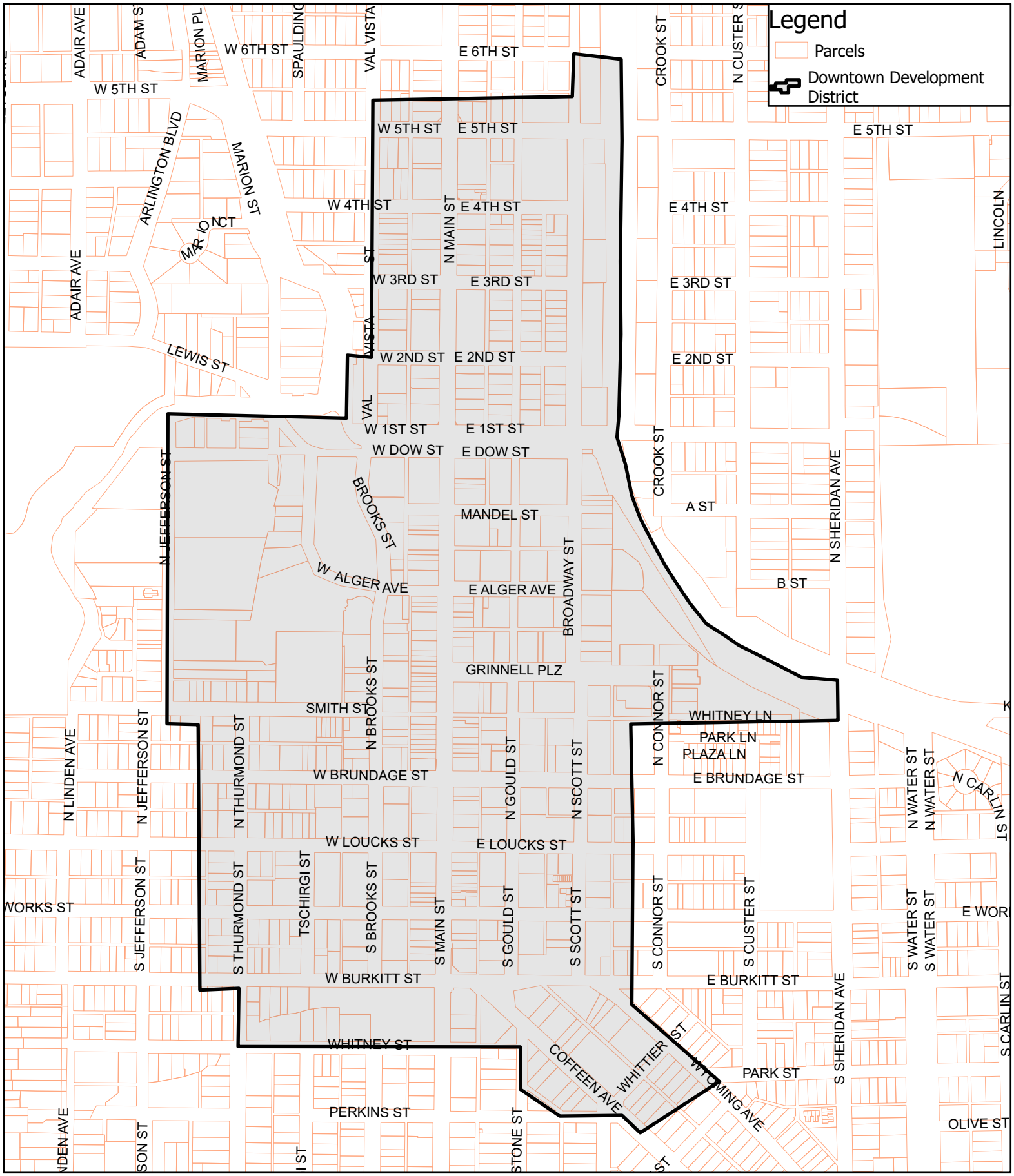
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community



CITY OF Sheridan WYOMING

Exhibit A

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TARVER, KERNS & BUNTING, LLP
200 WEST LOUCKS STREET
SHERIDAN, WY 82801

TIMOTHY S. TARVER, LLC
P.O. Box 6284
Sheridan, WY 82801
(307) 672-8905 | (307) 674-5000 fax

KERNS & BUNTING, LLC
Brendon E. Kerns*
Sheryl S. Bunting
P.O. Box 6669
Sheridan, WY 82801
(307) 655-8600 | (307) 674-5000 fax
*LICENSED IN WY & MT

MEMORANDUM

Date: June 8, 2022
To: City Governing Body
RE: Ordinance 2250 – Gambling in the Sheridan Downtown

Over the last few years, the Wyoming Legislature has greatly expanded the availability of gambling within the State. The City of Sheridan has witnessed this expansion. Gambling is a unique economic enterprise, which often can evoke passions and opinions of citizens and businesses because it can fundamentally alter a community. Whether that change is for good or bad is not at issue or the reason for this proposed ordinance amendment.

The Sheridan Downtown has a unique character that is obviously the cultural heart of the City. Changes to that culture and character should be debated and discussed thoughtfully. The Mayor has requested that City staff propose an ordinance which would prevent gambling from fundamentally altering the character, nature and uniqueness of the Sheridan Downtown.

Municipalities are only granted the powers that have been given to them by the Legislature. Unfortunately, as the Legislature has expanded gambling, it has not provided municipalities with regulatory tools. This issue is highlighted by Governor Gorden in his letter which is included in your packet. As a consequence, the City can only regulate gambling through its zoning power.

Ordinance 2250 is a proposed zoning change that would prevent gambling for B-1 zoned properties in the Downtown District and limit gambling to 6 devices in areas zoned B-2 in the Downtown District. B-1 and B-2 zoned properties outside of the Downtown District would be unaffected. None of the properties within the Downtown District would be in violation of this Ordinance and the State Gaming Commission has reported that they have no pending applications for Sheridan.

This Ordinance is only intended to be a 2-year moratorium. On December 31, 2024, the Ordinance would automatically expire unless Council approved a new ordinance. The purpose of the moratorium is to provide the Wyoming Legislature the opportunity to address this matter and to give City staff the ability to fully evaluate this issue. This freeze is intended to be temporary to allow everyone the opportunity to fully explore this issue and avoid an unfortunate situation of materially altering the Downtown District because of a lack of foresight.

TARVER, KERNS & BUNTING, LLP

Brendon E. Kerns

March 10, 2022

The Honorable Dan Dockstader
President of the Wyoming Senate
Wyoming Senate
200 W. 24th Street, Capitol Building, E201
Cheyenne, Wyoming 82002

Re: 2022 Senate Enrolled Act 14 – Wyoming Gaming Commission-scrivener error correction.

Dear President Dockstader:

Through Senate Enrolled Act 14, Wyoming's 66th Legislature adopted a much needed correction to 2021 Wyoming Session Laws, Chapter 109 (2021 Senate File 56). The 2021 law was intended to lift the sunset date on the Legislature's 2020 authorization of skill games while retitling and expanding the membership of the Parimutuel Commission and its scope to include skill games present in the state at the time. Instead unfortunately, the 2021 law unwittingly repealed the statute that created the Gaming Commission. I appreciate the 66th Legislature's attention and subsequent swift action to correct the portion of this error relating to the membership and naming of the Gaming Commission through Senate Enrolled Act 14.

I am, however, disappointed that the Legislature did not introduce a bill this session to limit the expansion of skill game expansion across the state to those that were contemplated in the 2020 session bill. The plain language of 2021 Wyoming Session Laws, Chapter 109 allows new skill game applicants to seek licensure from the Gaming Commission. Moreover, as long as the statutory criteria is met by the applicant, the Gaming Commission must grant such licensure. The 66th Legislature never expressly considered the question of expansion even though reportedly there are several opinions on this topic.

During our multiple meetings on this issue, some legislators advised that in adopting 2021 Wyoming Session Laws, Chapter 109, they did not intend to bring more skill games into the state. Other legislators, however, advised that the law's plain language accurately reflected their intent to open up skill game licensure to new applicants. I had hoped – and would have appreciated – the Legislature's consideration of a statutory amendment imposing a maximum cap on the number of skill game machines lawfully able to operate in Wyoming; but no such

200 WEST 24TH STREET
CHEYENNE, WY 82002-0010

MARK GORDON
GOVERNOR OF WYOMING

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amendment was considered this session. Such an amendment would have either succeeded or failed thereby indicating the will of the Legislature on this topic.

I am left with an incomplete solution to this question of expansion. Thus, I must conclude: if the legislative intent to expand skill games were unclear before, it no longer is. By adopting in 2021 the plain language authorizing new skill game applicants to seek and obtain licensure - and by failing to even consider alternative language this session - the Legislature, as a body, clearly intended to allow the number of skill game licensees to grow.

Although I personally do not agree with the policy to further expand skill games in Wyoming without giving local jurisdictions at least some say in the matter, I recognize that I must nonetheless sign Senate Enrolled Act 14. My failure to do so would result in a chaotic outcome, at best resetting the clock and at worst enabling skill games and online sports betting to be present in Wyoming but without an appropriate regulatory body to oversee their operations.

I would like to once again express my hope that in future sessions, the Wyoming Legislature will reassess whether a limit on the number of skill game operators, vendors, and machines should be imposed, or if local governments should have the authority to prohibit skill games in their jurisdiction. That future discussion will be especially needed as we witness the growth of skill games and gambling expand over the course of the next year. To default into such a posture vis-à-vis gaming without a substantive legislative discussion related to expansion in this session is truly a disappointment.

Sincerely,

Mark Gordon
Governor

MG:rm:kh

cc: Ellen Thompson, Chief Clerk

200 WEST 24TH STREET
CHEYENNE, WY 82002-0010

MARK GORDON
GOVERNOR OF WYOMING

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ORDINANCE NO. 2250

AN ORDINANCE ADOPTING PROVISIONS CONCERNING GAMBLING FOR APPENDIX A:

WHEREAS, the City of Sheridan recognizes that gambling, provides business opportunities for local entrepreneurs, and encourages economic activity in our community; and

WHEREAS, the Wyoming legislature has continued to expand the types of gambling allowed in Wyoming which the City of Sheridan anticipates will continue; and

WHEREAS, the Wyoming legislature has not granted Wyoming municipalities any special powers to regulate gambling within their jurisdictions and therefore is limited to addressing gambling within the context of zoning district approved uses; and

WHEREAS, the City of Sheridan Ordinances do not specify in which zoning districts gambling is appropriate; and

WHEREAS, the City of Sheridan recognizes that the Sheridan Downtown Development District has a unique character and differentiates it from other similarly zoned areas within the City.

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

That Appendix A, Section 2 Definitions shall be amended to be included within the alphabetical order:

Gambling. Means risking any property for gain, contingent in whole or in part upon lot, chance, the operation of a gambling device or the happening or outcome of an event, including a sporting event, pari-mutuel event, pari-mutuel wagering, or skill based amusement game over which the person taking a risk has no control, excepting for any exclusions provided by W.S. § 6-7-101(a)(iii)(B through H and K).

Gaming or Gambling Device. Means any device, machine, paraphernalia or equipment that is used or usable in the playing phases of any professional gambling activity, whether that activity consists of gambling between persons or gambling by a person involving the playing of a machine;

That Appendix A, Section 7 B-1 Business District shall be amended to include the following:

D. *Gambling.* Gambling as defined in Appendix A Section 2 of the City of Sheridan Code is prohibited within the Downtown Development District as established by Ordinance 2-74.

1. Sunset. This prohibition shall terminate and be removed from City Code on December 31, 2024 without any further action required by the City Governing Body.

That Appendix A, Section 8 B-2, Subsection A Business District shall be amended to include the following:

A. *Use Regulations.* Any use shall be permitted except the following:

1. Acetylene gas manufacture or wholesale storage.

2. Acid manufacture.

2a. 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 Ordinance Appendix A, Section 10, Subsection 21.

3. Ammonia, bleaching powder or chlorine manufacture.

4. Arsenal.

5. Asphalt manufacture or refining. Paving mixture plant.

6. Blast furnace.

7. Bag cleaning.

8. Boiler works.

9. Brick, tile or terra cotta manufacture.

10. Cement, lime, plaster of Paris or gypsum manufacture.

11. Central mixing plant for cement, mortar, plaster or concrete.

12. Creosote treatment or manufacture.

13. Disinfectants manufacture.

14. Distillation of bones, coal or wood.

15. Dyestuff manufacture.

16. Explosives or fireworks manufacture or storage.

17. Exterminator and insect poison manufacture.

18. Fat rendering.

19. Fertilizer manufacture.

20. Forge plant.

21. Garbage, offal or dead animals incinerations, reduction or dumping.

22. Gas manufacture or storage, drilling or production.

23. Glue, size or gelatin manufacture.

24. Iron, steel, brass or copper mill.

25. Junk, used material, auto wrecking, salvage, paper, scrap, bottles or rags, baling or storage except where such activities are conducted wholly within a building.

26. Mills, feed or flour.

27. Oiled goods manufactured from raw materials.

28. Ore reduction or smelting.

29. Paint, oil, shellac, turpentine or varnish manufacture.

30. Paper and pulp manufacture.

31. Petroleum and its products, refining or wholesale storage.

32. Rubber or gutta percha manufacture or treatment.

33. Shoe polish manufacture.

34. Soap manufacture.

35. Soda and compound manufacture.

36. Slaughter and dressing of animals, but not including poultry and rabbit dressing.

37. Stockyards.

38. Tallow, grease or lard manufacture or refining including processing of animal fat.

39. Tanning, curing or storage of raw hides or skins.

40. Tar distillation or manufacture.

41. Tar roofing or waterproofing manufacture.

42. Vinegar manufacture.

43. Wool pulling or scouring.

44. Yeast plant.

44a. Crematorium for human remains.

45. And those uses which may be, and as ordinarily operated generally, are obnoxious or offensive by reason of emission of odor, dust, smoke or noise.

46. *Gambling.* Gambling as defined in Appendix A Section 2 of the City of Sheridan Code, shall be allowed provided that no establishment within the Downtown Development District as established by Ordinance 2-74 has more than 6 gambling devices.

a. This prohibition shall terminate and be removed from City Code on December 31, 2024 without any further action required by the City Governing Body.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2022.

CITY OF SHERIDAN, WYOMING

Mayor

ATTEST:

City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE DAY OF , 2022.

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 PL-22-21, Ordinance 2253, Bender Rezone from M-1 to R-3 - Community Development Director Wade Sanner
From:	Wade Sanner, Community Development Director
To:	Mayor and Council
CC:	
Date:	06/20/2022

Recommendation:

Consideration of PL-22-21, Ordinance 2253, Bender Rezone. The applicant, Hartland Enterprises, LLC and Scott Berber and Ayme Ahrens, are requesting to rezone 1.53 acres from M-1 Industrial District to R-3 Residence District. Located at 1700 Bender Lane. (PIN 56843530001933).

Background:

The applicants, Hartland Enterprise, LLC, Scott Berber and Ayme Ahrens, are requesting to rezone 1.53 acres from M-1 Industrial District to R-3 Residence District on the property located at 1700 Bender Lane (PIN 56843530001933).

The property is bordered to the west by a large-lot single-family home zoned M-1, to the south a large-lot single-family home zoned M-1, to the east two single-family homes zoned M-1, and to the north by Little Goose Creek. The property at one time contained a number of mobile homes, but these mobile homes have been removed in the last few years, and the property is currently vacant. The applicant is proposing to rezone the property from the M-1 Industrial District to the R-3 Residence District.

It is important to note that though the property is not adjacent to residentially zoned properties, the M-1 zone is not in line with the future land use map, which designates this area as a transition from residential to commercial. The proposed rezone is more in compliance with the future land use map.

As part of the request to rezone this property, staff sent notices to the 10 property owners within 300 feet, placed a legal notice in the newspaper, and posted a sign on the property. At the time of writing this staff report, no inquiries or comments were received by staff. The applicant has been in consistent talks with the adjacent property owners.

PLANNING COMMISSION
This item was reviewed by the Planning Commission on Monday, June 13, 2022. The Planning Commission sent a unanimous positive recommendation to the City Council. No public commented during the public hearing.

Discussion:

Neither the state statute nor the 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, which the Planning Commission and City Council should be aware of:

WS §15-1-601(d)

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, sewage, schools, parks and other public requirements.

ii. With reasonable consideration, among other things, of the character of the district and its peculiar suitability for particular uses;
iii. With a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the city or town; and
iv. 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.

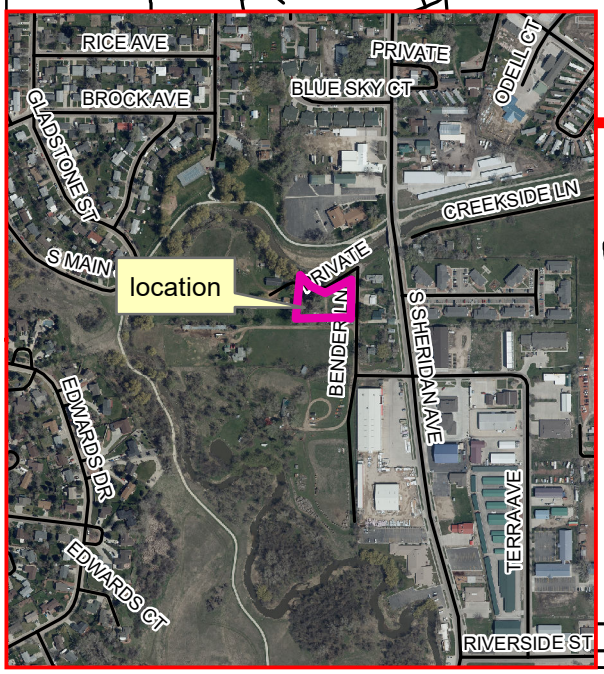
The Preamble of the City's Zoning Ordinance (Appendix A) states that the purpose of the zoning ordinance is to, *"promoting the health, safety, morals and general welfare of the inhabitants of the City of Sheridan by lessening congestion in the streets; securing safety from fire, panic and other dangers 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."*

The future land use map designates this area as right on the border of commercial and residential uses, so the proposed rezone is in accordance with the future land use map. It is important to note that the City would like to see the south part of Sheridan Avenue transition from industrially zoned properties to commercial and residentially zoned properties, more conducive with the existing land uses.

Attachments

Aerial
Rezone Exhibit
Ordinance 2253

Bender Rezone



GATEWAY

R1-ZONE

M1-ZONE

PUD

HE ZONE

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.

CITY OF Sheridan WYOMING

Legend

- Roads
- City of Sheridan Boundary
- R1 - Residence District
- R2 - Residence District
- R3 - Residence District
- R4 - Residence District
- B1 - Business District
- B2 - Business District
- M1 - Industrial District
- MA - Medical Arts District
- HE - Higher Education District
- RUCA - Restricted Use Control Area
- PUD - Planned Unit Development
- GATEWAY - Gateway District

N

0 0.275 0.55 1.1 Miles

Name: sgoodman

Date: 05/26/2022

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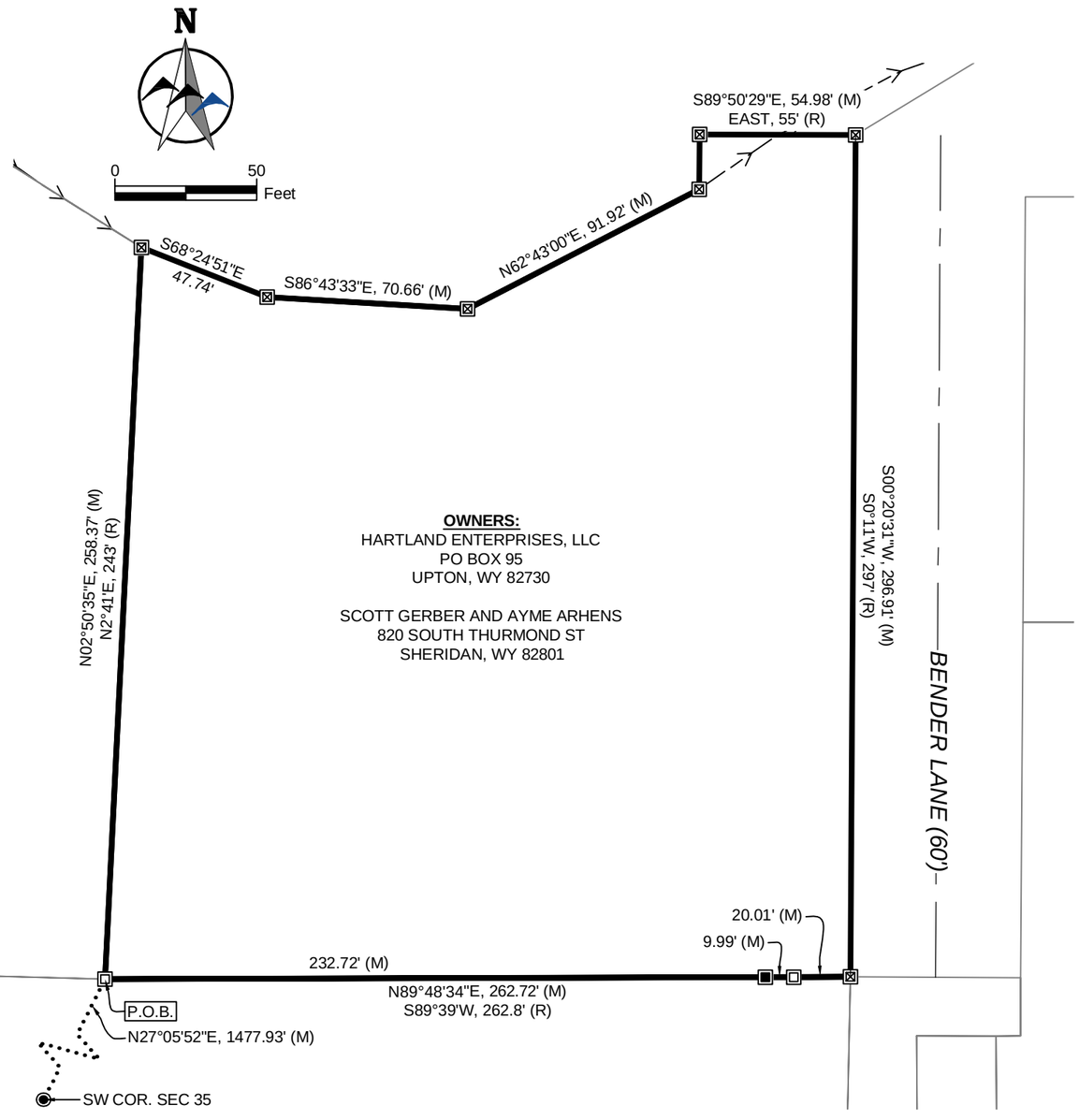
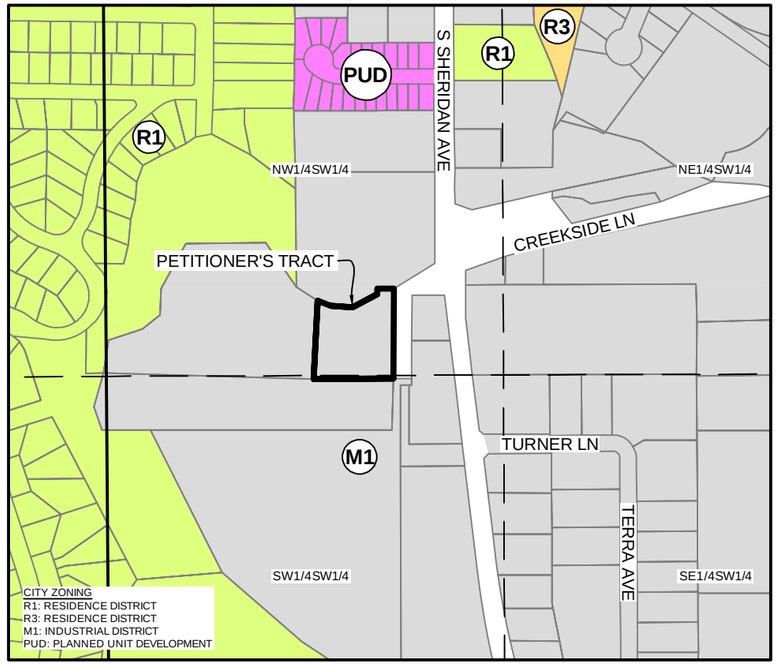
LEGAL DESCRIPTION

A tract of land located in and being a portion of the NW1/4SW1/4 of Section 35, Township 56 North, Range 84 West of the 6th Principal Meridian, Sheridan County Wyoming, being more particularly described by metes and bounds as follows:

Beginning at a point from which the southwest corner of said Section 35 bears S27°05'52"W, 1477.93 feet; thence N02°50'35"E, 258.37 feet, more or less, to a point in the thread of Little Goose Creek; thence along the thread of Little Goose Creek for the next 3 calls, S68°24'51"E, 47.74 feet; thence S86°43'33"E, 70.66 feet; thence N62°43'00"E, 91.92 feet; thence leaving said thread, N00°09'34"E, 19.35 feet; thence S89°50'29"E, 54.98 feet, more or less, to the extension of the west line of Bender Lane; thence along the west line of Bender Lane, S00°20'31"W, 296.91 feet; thence N89°48'34"E, 262.72 feet, more or less, to the Point of Beginning and contains 1.53 acres, more or less, and is subject to any and all easements, rights-of-way, reservations, and other encumbrances that have been legally acquired.





CURRENT ZONING WITHIN 1000' OF PETITIONER'S TRACT

1' = 500'

- CALCULATED CORNER
- SET REBAR WITH ALUMINUM CAP PLS #13346
- RECOVERED ALUMINUM CAP
- PETITIONER'S TRACT
- PROPERTY LINE
- ROAD CENTERLINE
- LITTLE GOOSE CREEK CENTERLINE

CERTIFICATE OF SURVEYOR

I, PAUL A. HEINTZ, A PROFESSIONAL LAND SURVEYOR LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, HEREBY CERTIFY THAT PLAT HEREON WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION FROM A SURVEY COMPLETED AUGUST 2021 AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NO.	REVISION	BY	DATE

PROJECT NO.: 2021-115

PREPARED BY:
WWC ENGINEERING
1849 TERRA AVE.
SHERIDAN, WY 82801
(307) 672-0761
www.wwcengineering.com

SCOTT GERBER

REZONE APPLICATION EXHIBIT

NW1/4SW1/4, SECTION 35, T.56N., R.84W., SHERIDAN COUNTY, WYOMING

DESIGNED BY: TLG
DRAWN BY: CJG
CHECKED BY: JPC
DATE: 5/11/22

SHEET
1

ORDINANCE NO 2253

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, from an M-1 Industrial District to a R-3 residence District; for the property located at 1700 Bender Land.

WHEREAS, the owner of the following described land has petitioned the City Council to rezone the same from an M-1 Industrial District to a R-3 Residence 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 M-1 Industrial District to the R-3 Residence District, to wit:

(See Attached Exhibit)

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 _____, 2022

ATTEST: _____
Richard Bridger, Mayor

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

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

_____, 2022 by _____.

_____
Notary Public

My commission expires _____.

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 June 6th, 2022**
From:	Candace Ainslie, Assistant Clerk
To:	Mayor and Council
CC:	
Date:	

Recommendation:
Staff recommends that Council approve these minutes.

Attachments

Minutes

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **June 6, 2022**

1. Councilwoman Jennings called the meeting to order at 7:00 P.M.

2. The Pledge of Allegiance to the Flag was led by Councilwoman Jennings.

3. The invocation was given by Doug Goodwin, First Christian Church

4. The meeting was called to order with a quorum as follows: Councilwoman Jennings presiding with Councilmembers Jacob Martin, Shawn Day, Clint Beaver, Aaron Linden and Steve Brantz. Mayor Richard Bridger was absent. Members of staff attending included City Administrator Stuart McRae, City Treasurer Karen Burtis, City Clerk Cecilia Good, Fire Chief Gary Harnish, and various other City staff.

5. Consideration of Agenda: Councilmember Brantz moved, seconded by Councilmember Linden, to approve the agenda. Voice vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

6. Community Update

A. Seth Ulvestad gave Council an update on the Sheridan Recreation District.

7. Comments from the Public

A. Joe Crump, with WWC Engineering, discussed water rights in Wyoming.

8. Public Hearings

A. Public Hearing for Ordinance #2248 Regarding Fees and Fines. Councilwoman Jennings opened the Public Hearing at 7:18 PM. City Attorney Brendon Kerns updated the Council.

Councilwoman Jennings closed the Public Hearing at 7:24 P.M.

i. Consideration of Ordinance #2248 Regarding Fees and Fines. Councilmember Linden moved, seconded by Councilmember Day, to approve Ordinance #2248 on First Reading. Roll call vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye

Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

B. Public Hearing for Ordinance #2251 Regarding Water Right Disclosures and HB0002. Councilwoman Jennings opened the Public Hearing at 7:25 PM. City Attorney Brendon Kerns updated the Council.

Councilwoman Jennings closed the Public Hearing at 7:51 P.M.

i. Consideration of Ordinance #2251 Regarding Water Right Disclosures and HB0002. Councilmember Beaver moved, seconded by Councilmember Linen, to approve Ordinance #2251 on First Reading. Roll call vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

C. Public Hearing for Ordinance #2252 Establishing the Parks Department. Councilwoman Jennings opened the Public Hearing at 7:52 PM. City Attorney Brendon Kerns updated the Council.

Councilwoman Jennings closed the Public Hearing at 7:56 P.M.

i. Consideration of Ordinance #2252 Establishing the Parks Department. Councilmember Day moved, seconded by Councilmember Linden, to approve Ordinance #2252 on First Reading. Roll call vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

D. Public Hearing for Resolution #18-22 Regarding FY22 Budget Revision #2. Councilwoman Jennings opened the Public Hearing at 7:56 PM. City Treasurer Karen Burtis updated the Council.

Councilwoman Jennings closed the Public Hearing at 8:02 P.M.

i. Consideration of Resolution #18-22, FY22 Budget Revision #2. Councilmember Brantz moved, seconded by Councilmember Linden, to approve Resolution #18-22. Voice vote: 5 ayes and one nay.

Mayor Rich Bridger	Absent
Kristen Jennings	Nay
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

E. Public Hearing for Resolution #16-22 Wellspring 2 Subdivision, replat 624 Burton St. Councilwoman Jennings opened the Public Hearing at 8:03 PM. Community Development Director Wade Sanner updated the Council. Rex Randall, representative of the developer, explained the development further.

Councilwoman Jennings closed the Public Hearing at 8:15 P.M.

i. Consideration of Resolution #16-22, Wellspring 2 Subdivision, replat 624 Burton St. Councilmember Martin moved to approve Resolution #16-22. The motion died for lack of a second.

F. Public Hearing for Resolution #19-22 Final Plat of Cloud Peak Ranch 24th Filing Subdivision. Councilwoman Jennings opened the Public Hearing at 8:16 PM. Community Development Director Wade Sanner updated the Council. Tyson Markham with Morrison Maierle gave additional information to Council regarding the subdivision.

Councilwoman Jennings closed the Public Hearing at 8:23 P.M.

i. Consideration of Resolution #19-22 Final Plat of Cloud Peak Ranch 24th Filing Subdivision. Councilmember Linden moved, seconded by Councilmember Brantz, to approve Resolution #19-22. Voice vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

G. Public Hearing for Resolution #22-22 Regarding Bar and Grill License #6 (Spruce Restaurant LLC) Extension for Good Cause. Councilwoman Jennings opened the Public Hearing at 8:23 PM. City Clerk Cecilia Good updated the Council.

Councilwoman Jennings closed the Public Hearing at 8:25 P.M.

i. Consideration of Resolution #22-22 Regarding Bar and Grill License #6 (Spruce Restaurant LLC) Extension for Good Cause. Councilmember Linden moved, seconded by Councilmember Day, to approve Resolution #22-22. Councilmember Beaver moved, seconded by Councilmember Linden, to amend item #3 on the Resolution to the following: "To maintain its Bar and Grill Liquor License, Spruce Restaurant LLC shall become operational...." Voice vote for the amendment: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

Voice vote for the main motion: five ayes and one nay.

Mayor Rich Bridger	Absent
Kristen Jennings	Nay
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

9. Consent Agenda

A. Minutes of Regular Council Meeting May 16th, 2022

B. Claims

Councilmember Brantz moved, seconded by Councilmember Beaver, to approve the consent agenda. Voice vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

10. Staff Update

A. City Clerk Cecilia Good presented Liquor License 101 to Council.

B. Solid Waste Superintendent Charles Martineau and Solid Waste Coordinator Seliena Parker provided an update on the 2022 Community Cleanup & Trees for Trash.

OLD BUSINESS

No Old Business

NEW BUSINESS

11. Consideration of WAM Resolutions. Councilman Martin stated that he is not in favor of Resolution #2 and #5. Councilwoman Jennings stated that she is not in favor of Resolution #2, #6, #10, #14. Andrew Patceg encouraged Council to critically review the proposed resolutions and spoke regarding the issues with the potential legislation. Councilmember Linden moved, seconded by Councilmember Martin to approve Councilman Beaver to represent the City of Sheridan at the upcoming WAM Conference. Voice vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

13. Consideration of Resolution #21-22 in Support of Naming the Pocket Park within Whitney Commons Patriot Park and the Existing Pathway as Patriot Pathway. Director of Public Works Hanns Mercer updated the Council. Councilmember Martin moved, seconded by Councilmember Linden, to approve the Resolution 21-22 in Support of Naming the Pocket Park within Whitney Commons Patriot Park.

Voice vote: unanimous.

Mayor Rich Bridger	Absent
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

14. Council Comments and Requests for Future Agenda Items.

A. Councilmember Linden discussed housing land trust meetings. He will be attending a housing trust panel discussion at the upcoming WAM Conference.

15. Councilwoman Jennings adjourned the meeting at 9:14 P.M.

APPROVED:

_____

Richard Bridger, Mayor

ATTEST:

_____

City Clerk, Cecilia Good

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

Treasurer

MEMORANDUM

Project Name:	**Claims**
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	06/20/2022

Recommendation:
See attached claims lists

Attachments

Regular Payroll
Prepaids
Claims

City of Sheridan
Regular Payroll paid on 06/17/2022

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 06.17.22	352.00
Aflac	Regular Payroll 06.17.22	1,288.77
CITCO FCU	Regular Payroll 06.17.22	2,320.13
First Federal Savings Bank	Regular Payroll 06.17.22	9,619.78
First Northern Bank of Wyoming	Regular Payroll 06.17.22	1,186.66
HealthEquity, Inc.	Regular Payroll 06.17.22	2,389.63
IRS 941	Regular Payroll 06.17.22	74,212.23
LOCAL 276, IAFF	Regular Payroll 06.17.22	850.00
Nationwide	Regular Payroll 06.17.22	27.06
Optum Bank, Inc.	Regular Payroll 06.17.22	565.76
Orchard Trust	Regular Payroll 06.17.22	4,202.28
Security State Bank	Regular Payroll 06.17.22	672.93
Sunlight Federal Credit Union	Regular Payroll 06.17.22	1,726.26
Vantagepoint Transfer Agents 300698	Regular Payroll 06.17.22	6,391.49
WEBT	Regular Payroll 06.17.22	92,830.48
Workers' Safety &	Regular Payroll 06.17.22	4,319.29
Wyoming Retirement System	Regular Payroll 06.17.22	74,629.17
Wyoming State Disbursement Unit	Regular Payroll 06.17.22	1,488.66
Grand Total		279,072.58

City of Sheridan
Prepaids paid on 06/09/2022

Sum of Amount		
Vendor Name	**Description**	Total
Caterpillar Financial	CAT 140M2 Motor Grader Streets Payment #7	**15,797.84**
Montana Dakota Utilities	Pump stations/numerous electric bills	**16,716.01**
Pitney Bowes Inc	Postage for April/May City Hall	**1,200.00**
Simplifile, LC	Recording fees Sheridan County May 2022	**37.50**
Terrific Trucks & Equipment Sales LLC	2010 Refurbished Side Load	**123,975.00**
Grand Total		**157,726.35**

City of Sheridan
Claims paid on 06/21/2022

Sum of Amount		
Vendor Name	Description	Total
307 Auto Glass LLC	new windshield 3.37 st	225.00
A Clear View Inc.	Professional Window Cleaning- May-22	1,750.00
Ace Hardware-Newkirk	Parts and supplies	280.61
AgTerra Technologies Inc.	renewal mif/strider account management	700.00
AlphaGraphics of Wyoming	1000 Muni Court envelopes/250 statement of rights	443.43
Amazon Capital Services #A33MIR27FEZN42	Supplies	3,609.15
American Maid	Cleaning	3,587.50
American Planning Assoc	electronic subscription	95.00
American Welding & Gas, Inc.	Supplies	69.92
Andrew W Lindberg	Reimburse leatherman tool and orthotic insole AL	343.22
Automationdirect.com	VFD	2,564.00
B&B Leasing Company	Copier Lease 32 Payment for June 2022	140.49
BB Murals	Honorarium for K Seese sculpture	1,000.00
Big Horn Logistics, LLC	Safe Rides May 2022	1,273.00
Bochmann Construction	concrete pad cemetery	12,856.00
Buggy Bath Unlimited LLC	Monthly SWR Truck Washing - May 2022	52.47
C & K Equipment	grasshopper lawn mower cm402 fluid - oil	11,421.96
Carquest Auto Parts	Parts and supplies	475.90
Chemtrade Chemicals US LLC	Alum Sulfate for BGWTP	7,283.24
Christie Edwards	Per Diem reimbursement- Court Conference	104.50
Cole-Parmer Instrument Co	Gear Pump System	2,384.48
Collection Professionals Inc.	CPI Collections 5.1-5.31.2022	2,094.18
Comtronix	fire alarm testing for City Hall	111.00
Country Bounty	Ads	294.00
County Trash, LLC	Dumpster pick-up, bi-weekly.	110.00
Crescent Electric	Electrical Supplies	464.60
Crystal Grady	Deposit Refund/373 Wyoming Ave.	90.00
Dana Kepner Company	water meter connections, PRV repair kit	1,800.64
Darrell & Joanne Smith	Water Refund/42 N. Linden Ave.	30.00
David Greer	Deposit Refund/729 Val Vista St.	73.89
David McElhaney	Deposit Refund/1444 North Heights Dr	50.48
Dixon Land Management and Consulting Inc	Lawn services Intake, SWTP, & BGWTP	1,250.00
DocuTek, Inc.	completion of building dept file scanning	9,554.52
Dowl	Airport Transmission Main Design #4764/E 5th St Corridor	22,923.75
Elissa Feaster	Water Refund/303 Wyoming Ave.	207.39
Elizabeth Choat	Deposit Refund/352 Wyoming Ave.	81.63
EMH Pro Cleaning	Janitorial May 2022	1,450.00
Emily Crick	Sewer Refund/1261 S Sheridan Ave.	21.52
Employ, LLC	Temporary Labor	7,216.85
Employers Council	Background Checks for New Hires	444.50
Farmers Co-op Oil Co.	May Fuel	84,698.43
First Interstate Bank - Mastercard	May credit card charges	28,725.69
Fisher Scientific	QA tests	225.31
Galls, LLC	uniform shirts and pants - Koltiska	238.19
George Schnorf	Water Refund/626 Broadway St.	12.00
Gerald K. Severns	SPAC Honorarium	1,000.00
Grainger, Inc.	Supplies	2,406.49
Granite Peak Pump Service	relay transducer corrosion inhibitor - golf	2,180.52
Graphic Content	SPAC Honorarium	1,000.00
Greensky Commercial Cleaning	cleaning service for csc	1,240.00
GSG Architecture, Inc.	SWR and Landfill Office Space Analysis - May 2022	6,777.00
Hanns Mercer	Reimb mileage - WCDA Grants Meeting 5.25.22	176.67
Heartland Kubota, LLC	turf tires	456.57
Hyesen Petry	Refund/325 Hwy 335	133.00
I/O Solutions, Inc.	Peace officer and dispatch selection tests	245.00
InfoSend, Inc.	Billing & Distribution Services 06.2022	7,938.85
InfoSense, Inc.	SL-DOG license renewal	995.00
Jansen Ahrens	Deposit Refund/505 N Sheridan Ave #102	111.79
Jason Mespelt	Water Refund/1377 Dana Ave.	20.75
Jennifer Fisk	Water Refund/1246 2nd Ave East	366.12
John Deere Financial #1111308145	Supplies	1,897.87
John H Kane	buffalo and elk hay	2,640.00

Vendor Name	Description	Total
Julie Escamilla	Water Refund/150 W 7th St.	20.00
K Club Golf, LLC	2022 Season Pass revenue	61,025.16
Karen Hill	Deposit Refund/1411 S Thurmond Ave.	19.84
Kerns & Bunting, LLC	Attorney Fees	14,939.43
Klay Condos	Reimb PKnife-Gloves KCondos Inv 428860	58.28
Knecht Home Center	Outside corners, screws, glue	172.90
Knife River	greens sand	707.28
Kois Brothers Equipment, Co.	carbide pad, center skid shoe 4.58 st	5,230.37
Landon's Greenhouse & Nursery, Inc.	juniper grass lilac tree grass repotting flowers	4,534.91
Long Building Technologies , Inc.	troubleshoot cooling tower alarm, install switch	426.00
Manville Claims-Sheridan	Insurance Claim Investigation	529.50
Mark Galloway	Reimburse WBelt-Gloves-RWraps-helmet light batteri	104.79
Metta Technologies, Inc	Fence netting for Landfill	15,477.00
Michael Paris	Deposit Refund/465 Amanda Ln.	36.02
Michelle Butler	Deposit Refund/1370 Highland Ave.	115.33
Midland Implement Co Inc	finance charges on past due balance	16.81
Midwest Laboratories, Inc.	Compost Testing - Sheridan Naturally	375.00
Morton Salt, Inc	Salt and Washout for SWTP	5,710.48
Mullinax Concrete Service & Irrigation	Road Base/Top Soil	1,301.18
N A Nelson Construction	boom truck rental cemetery pump station	880.00
Napa Auto Parts	Parts and supplies	816.09
Nathan Dygon	Per Diem for Evidence training in Colorado	276.50
Norco, Inc	Supplies	874.39
Office Shop Inc	Copy charges	652.92
Office Shop Leasing	Lease payments	346.88
One-Call of Wyoming	Wyoming One Call - Tickets for May 22 CDC	847.50
O'Reilly Auto Parts	Adapter	26.98
Pace Analytical Services, LLC	City Bac T Testing May	620.00
Panetta Asphalt Maintenance LLC	seal coat golf course parking lot	9,000.00
Peak Powersports, LLC	2022 Polaris Ranger XP	22,403.00
Pfitzer Pest Control, LLC	pest control - csc	138.00
Plow Handle Gates	Electric Gate Repair	562.16
Powder River Heating & Air Conditioning, Inc	combustion analyzer test on hot plant	125.00
Powder River Power Co	Supplies	395.66
ProMec Services	Repair parts for small generator	26.41
Randall Engineering Surveys	Survey for Topographic Surface on Cell 9	1,365.00
Range	Crime Stoppers June 2022	37.30
Richard Dyer	Deposit Refund/2035 Skyview West Dr.#2	66.07
Ricoh USA, Inc.	Copier charges June 2022	472.58
Robert Morris	Reimbursement for license testing	100.00
Rocky Mountain Tree & Turf Supply	water soluble	3,171.20
Roxanne LaClaire	Deposit Refund/424 S Sheridan Ave.	57.69
SAFEbuilt, LLC	plan review services thru May 31, 2022	11,100.00
SAWSJPB	City Cost Share for Dome Lake Annual Fees	1,813.00
SCS Engineers	Analysis fees	7,020.00
Servall Uniform & Linen Supply	Rug cleaning	602.76
Shane Wilson	Water Refund/315 Wyoming Ave.	20.00
Shaunessey Reeves	cleaning parks, cemtery bathrooms and offices	1,575.00
Sheridan Commercial Co.	Supplies	955.31
Sheridan Econ-O-Wash	uniform laundry	84.00
Sheridan Motor Inc	coolant leak 1.43 pd oil change wash and multipoin	613.29
Sheridan Newspapers Inc	Ads	5,558.47
Sheridan Transportation Taxi	Safe Rides May 2022	1,817.00
Snow Crest Chemicals LLC	chemicals for cooling tower treatment	1,848.00
State of Wyoming Dept of Administration & Info	Deductible for Claim #202-PV-22-0010021	642.25
Sterling Computer Corporation	Basic Desktop with 8gb ram	790.00
Stuart J. McRae	Six Cities Mtg (lunch for Mayor & CA)	15.83
Swagit Productions, LLC	Video Streaming Services May 2022	1,295.00
Taylor Ehlis	Deposit Refund/404 S Tschrgi St.	11.24
Thomas J Klepperich	Judge May 2022 hours	1,820.00
Tire Rama	Tire repairs	259.45
Top Office Products Inc	Notary stamp and book	74.43
Toro NSN	toro support	155.00
Traffic Parts	traffic signal repairs - signs	1,729.88
Transaction Warehouse, Inc	5.2022 Iweb Profile Payments	4,447.80
TWS Trucking Services, LLC	haul sand for blacktooth park	825.16
Tyler Technologies, Inc	SJ - 5/12, 25	2,608.00
VRM, Inc.	Repairs	856.19

Vendor Name	Description	Total
Wagner Ranch Services, LLC	type c and 5/8 chips	10,350.00
Water Products & Solutions	5 gal bottle water	18.75
Western Emulsions, Inc.	durapatch oil	1,494.90
Winsupply of Sheridan Wy Co	Supplies	798.67
Wyoming Electric, Inc.	install 90amp feed pedestal and install new circui	4,592.00
Grand Total		462,267.06

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

Attorney

MEMORANDUM

Project Name:	**Consideration of the Second Reading of Ordinance #2248 Regarding Fees and Fines - City Attorney Brendon Kerns**
From:	Brendon Kerns, City Attorney
To:	Mayor and Council
CC:	
Date:	

Recommendation:

See draft Ordinance

Attachments

Memo
Ordinance

TARVER, KERNS & BUNTING, LLP
200 WEST LOUCKS STREET
SHERIDAN, WY 82801

TIMOTHY S. TARVER, LLC
P.O. Box 6284
Sheridan, WY 82801
(307) 672-8905 | (307) 674-5000 fax

KERNS & BUNTING, LLC
Brendon E. Kerns*
Sheryl S. Bunting
P.O. Box 6669
Sheridan, WY 82801
(307) 655-8600 | (307) 674-5000 fax
*LICENSED IN WY & MT

MEMORANDUM

Date: **June 7, 2022**
To: **Mayor and City Council**
RE: **Ordinance 2248 Amending Fee and Fines**

Dear Mayor and Council,

Ordinance 2248 is an amendment to nineteen City code provisions. The intent of these changes is to ensure that City ordinances properly reflect the functions of the City, penalty standards, accounting procedures and budget methods.

Ordinance 9-1 is the City's penalty and punishment ordinance. Most violations of City code are only subject to a fine of no more than $750.00. The actual fine amount is set by the municipal judge adopted bond schedule. The schedule generally follows the Wyoming Supreme Court recommended fines for each type of offense.

The master fee schedule is used to assess the fees for permits and other costs which are the responsibility of an applicant or user of City property. Those fees are set by the Governing Body and made part of the master fee schedule. The proposed change will remove the fee amount from code so the Governing Body can adjust it as is necessary.

Lastly, there are numerous references in the code to how to pay a fee. The proposed changes will designate the party who is currently accepting those fees.

Below is a brief synopsis of each change:

Ordinance 2-71 Penalty. This ordinance was passed in 1968. Currently, if a person fails to comply with a declaration of state of emergency, they can be charged and fined no more than $100.00. The proposed change will make the potential fine subject to Ordinance 9-1.

3-19 Violations and Penalty. This ordinance was last updated in 2006. Currently, if a person is in violation of the sign code they can be charged and fined not less than $50.00 and no more than $300.00. The proposed change will make the potential fine subject to Ordinance 9-1.

6-8(b)(8) Hogs prohibited in City. This ordinance was last updated in 2008. Currently, if a person has Vietnamese pig, they are required to have a permit. Currently, the permit fee is $10.00. The proposed change would allow the fee to be set by the Governing Body.

6-15 License and Registration – Required. This ordinance was last updated in 2004. Currently, if a person in the City has a dog, they are required to have a license to be issued by the City Clerk. The proposed change will designate the animal shelter to issue the license.

6-19 License tag and collar—Generally. This ordinance was adopted in 1955 and is similar to 6-15 but requires the license to be in the form of a metallic tag issued from the City Clerk. The proposed change will designate the animal shelter to provide metallic tags.

6-22 Lost or destroyed tags. This ordinance was adopted in 1955. Currently, if a tag is lost, they have to pay the City Clerk $.50 for the duplicate. The proposed change will appoint the animal shelter to perform this task and assess the cost of a duplicate tag.

6-40(d) Feeding wild animals prohibited – Exceptions – Penalty. This ordinance was last updated in 2010. Currently, if a person feeds wild animals, they can be fined $45.00 for a first conviction, $90.00 for the second conviction. The proposed change will make the potential fine subject to Ordinance 9-1.

9-23 Receipt and disbursement of surcharges. This ordinance was adopted in 1991. This ordinance's purpose was to ensure compliance with Wyoming statute regarding the assessment of the Wyoming Crime Victims Compensation fee. The proposed change cleans up the language to reflect how the City currently transfers the collected surcharge to the State.

16-32 Penalty Provisions. This ordinance was last updated in 1986. In 1986, the City downtown parking was controlled by parking meters. Currently, this ordinance specifically prohibits applying Ordinance 9-1 and assesses a different penalty structure. Being that parking meters no longer exists; the proposed change would make all parking violations in the downtown subject to Ordinance 9-1.

16-61 Penalty for violations. This ordinance was last updated in 1987. Currently, this ordinance sets the penalty for using a bicycle in the downtown. The proposed change will make the potential fine subject to Ordinance 9-1.

20-8.4(1) Penalties. This ordinance was last updated in 1978. Currently, this ordinance sets the penalty for violating pawnbroker rules at no more than $200 and 90 days in the City jail. The proposed change would make a pawnbroker violation subject to Ordinance 9-1.

22-11 Proceeds of Sale. This ordinance was adopted in 1981. Currently, when the police department has unclaimed property and that property is sold, the proceeds are to be set over to

the City Clerk-Treasurer. The proposed change would require the proceeds to be set over to the City Treasurer

23-2 Same – Fee. This ordinance was last updated in 2020. Currently, this ordinance requires the permit fees to the be paid to the City Engineer. The proposed change removes the City Engineer as being responsible for the receipt of the fee and just designates the City.

23-5.2 Same – Penalty and fine for violations. This ordinance was last updated in 1968. Currently, this ordinance assesses a fine of no more than $100 and costs of prosecution for failing to remove snow and ice from a sidewalk. The proposed change would make a violation subject to Ordinance 9-1.

23-22.1 Excavations – Repairs – Penalty for violation. This ordinance was last updated in 2003. Currently, this ordinance sets the rate for what the City charges to repair a street opening at $2.50 per square foot. A person failing to get a permit or follow the codified procedure to open a street is subject to a fine of $100 plus the costs of prosecution. The proposed change allows the Governing Body to set the fee for street openings and make any violation subject to Ordinance 9-1.

23-29 Refusal of owner to number house. This ordinance was adopted in 1937. Currently, if a person refuses to number their house, they are subject to a fine of $50.00. The proposed change would make the violation subject to Ordinance 9-1.

28-34 Service Charge. This ordinance was last updated in 2020. Currently, a service charge for a final meter reading or other meter related issues is to be paid to the City cashiers office. The proposed change designates the payment to be made to the City Customer Service.

28-46 Penalties. This ordinance was last updated in 1982. Currently, this ordinance makes a violation of ordinance related to the sewers subject to a fine not to exceed $300.00 and 90 days in jail. The proposed change would make the violation subject to Ordinance 9-1.

Appendix A, Article 17 Violation and Penalty. It is unknown when this ordinance was last updated. Currently, any person violating the zoning code can be fined no less than $10.00 and no more than $100.00. The proposed change would make a violation subject to Ordinance 9-1.

TARVER, KERNS & BUNTING, LLP

Brendon E. Kerns

ORDINANCE NO. 2248

AN ORDINANCE UPDATING FINES, FEES, METHODS OF ACCOUNTING AND ASSESSMENT IN CHAPTER 2, 3, 6, 16, 23, 28 and Appendix A:

WHEREAS, the City of Sheridan has adopted a Master Fee Schedule which is periodically updated by the Governing Body; and

WHEREAS, certain Sheridan Ordinances do not allow for certain fees to be efficiently amended by the Governing Body; and

WHEREAS, the City of Sheridan controls all penalties assessed for code violations through Ordinance 9-1; and

WHEREAS, certain Sheridan Ordinances have not been updated to follow Ordinance 9-1; and

WHEREAS, the City Governing Body finds it prudent and necessary for all fees and fines to be assessed in a similar and standard method.

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

The Following Sections of Chapter 2 pertaining to the declaration of an emergency shall be amended to read as follows:

2-71 Penalty

Any person who shall willfully fail or refuse to comply with the orders of duly authorized law enforcement officers or personnel charged with the responsibility of enforcing the proclamation of emergency authorized by this article shall be deemed guilty of a misdemeanor and punishable pursuant to Ordinance 9-1.,

The Following Sections of Chapter 3 pertaining to signs and billboards shall be amended to read as follows:

3-19 Violations and Penalty

Any person, firm or corporation who shall violate, neglect or refuse to comply with the provisions of this chapter, shall upon conviction be fined in accordance with Ordinance 9-1, and each day that a violation is committed, caused or continued to exist shall constitute a separate offense

The Following Sections of Chapter 6 shall be amended to read as follows:

6-8 Hogs prohibited in City

(b)(8) One V.P.B.P. per household, with permit on such pig renewed annually upon payment of the fee assessed by the Governing Body.

6-15 License and Registration – Required

All dogs kept, harbored, or maintained by their owners in the city shall be licensed and registered if over six months of age. Dogs shall be licensed and registered at the city designated animal shelter , who shall collect the license fees therein.

6-19 License tag and collar—Generally

Upon payment of the license fee, the city designated animal shelter shall issue to the owner a license certificate in the form of a receipt and a metallic tag for each dog so licensed. The tag shall have stamped thereon the year for which it was issued and the number appearing on the certificate. Every owner shall be required to provide each dog with a collar or harness to which the license tag must be affixed and it shall be the duty of the owner to see that the collar and tag are constantly worn, or the harness and tag are constantly worn.

6-22 Lost or destroyed tags

In case dog tags are lost or destroyed, a duplicate tag shall be issued by the designated animal shelter upon presentation of the receipt showing payment for the license for the current year and payment for the cost of a duplicate tag.

6-40 Feeding wild animals prohibited – Exceptions – Penalty

(d) *Penalty.* Violation of this section shall be punishable in accordance with Ordinance 9-1.

The following Sections of Chapter 9 shall be amended to read as follows:

9-23 Receipt and disbursement of surcharges.

~~A~~ccounts will be established for receipt and disbursement of crime victims surcharges assessed by or forfeited to the municipal court. After disposition or adjudication of a case, surcharges collected by the municipal court shall be distributed to the Wyoming Crime Victims Compensation Commission on a monthly basis.

The following Sections of Chapter 16 pertaining to traffic shall be amended to read as follows:

16-32 Penalty Provisions

The penalty for violating this Article shall be in accordance with section 9-1 of the Sheridan City Code. The police department is authorized and directed to impound the vehicle parked in violation of such section, and the charges or costs thereof shall be charged against the owner or person responsible for such vehicle.

16-61 Penalty for violations

Every person convicted of a violation of any provision of this article shall be punished in accordance with Ordinance 9-1..

The following Sections of Chapter 20 pertaining to pawnbrokers shall be amended to read as follows:

20-8.4 Penalties

(1) Any person who engages in the business of operating a pawnshop without first securing the licenses prescribed under section 20-2 is guilty of a misdemeanor and, upon conviction thereof, shall be punished in accordance with Ordinance 9-1.

The following Sections of Chapter 22 pertaining to Streets and sidewalks shall be amended to read as follows:

22-11 Proceeds of Sale.

The proceeds of all sales of unclaimed properties shall be transmitted forthwith to the city treasurer for appropriate disposition.

The following Sections of Chapter 23 pertaining to Streets and sidewalks shall be amended to read as follows:

23-2 Same – Fee

No permit required by the preceding section shall be issued by the city engineer until the fee, as established by the City Governing Body, has been paid to the city.

23-5.2 Same – Penalty and fine for violations

Any person violating any provision of this section shall, upon conviction, be deemed guilty of a misdemeanor and be punished in accordance with Ordinance 9-1..

23-22.1 Excavations – Repairs – Penalty for violation

No person, firm or corporation shall cut into, open up or make any excavation in or upon any street or alley within the city without having first made application to the city engineer, upon a form to be provided by the city, for authority therefor. Upon authority being granted by the city engineer and the same noted upon the application, the opening or excavation will be made with a minimum of damage to said street or alley and every reasonable precaution taken to ensure public safety. Upon the completion of necessary work at said opening or excavation and upon closing the same, the city engineer shall be notified and said opening or excavation shall be filled, in accordance with the instructions and specifications of the city engineer. Any paving surface shall be replaced by the director of public works at the expense of the person making such opening or excavation in said streets or alleys at the rates provided in this section.

Upon any opening or excavation being made in any of the streets or alleys of the city, the repair and patching thereof by the director of public works shall be made according to the plans and specifications furnished by the city engineer and said repairs and patching shall, as closely as

practicable, match in quality, appearance and material that of the existing street or alley. The person, firm or corporation making said opening or excavation shall be charged for said repair in accordance with the rates set by the City Governing Body.;

Any person, firm or corporation failing to comply with the provisions of this section shall, upon conviction, be fined in accordance with Ordinance 9-1.

23-29 Refusal of owner to number house.

In case the owner, occupant or agent, after having been requested as provided by this article by the public works director, shall refuse or neglect for ten days to number or attempt to number such houses otherwise than in conformity with the provisions of this article and the requirements of the public works director, such person shall, upon conviction thereof, be fined in accordance with Ordinance 9-1.

The following Sections of Chapter 28 pertaining to utilities shall be amended to read as follows:

28-34 Service Charge

A service charge rate schedule shall be established annually by the City Governing Body based on costs of labor, equipment and materials and be posted and available for public inspection at the City customer service. Each call for service requested by the consumer for causes not attributed to or caused by action of the City will be charged based on this schedule. No service charge will be made for initial or final meter reading unless a second trip is required or if the service must be turned off or on at the curb stop. Other than normally scheduled, meter reading shall be requested by the consumer twenty-four hours before the reading time desired.

28-46 Penalties

(b) Any person who shall continue any violation shall be guilty of a misdemeanor, and on conviction thereof, shall be punished by a fine in accordance with Ordinance 9-1. Each day in which any such violation shall continue shall be deemed a separate offense.

The following Sections of Appendix A pertaining to utilities shall be amended to read as follows:

17 Violation and Penalty

Any person, firm or corporation who shall violate, neglect or refuse to comply with the provisions of this ordinance, shall upon conviction be in accordance with Ordinance 9-1 for each offense, and each day that a violation is committed, caused or continued to exist shall constitute a separate offense.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2022.

CITY OF SHERIDAN, WYOMING

Mayor

ATTEST:

City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE DAY OF , 2022.

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

Attorney

MEMORANDUM

Project Name:	**Consideration of the Second Reading of Ordinance #2252 Establishing the Parks Department - City Attorney Brendon Kerns**
From:	Brendon Kerns, City Attorney
To:	Mayor and Council
CC:	
Date:	

Recommendation:

See attached draft Ordinance

Attachments

Ordinance 2252

ORDINANCE NO. 2252

AN ORDINANCE AMENDING CHAPTER 2 PERTAINING TO THE APPOINTMENT AND REMOVAL OF CERTAIN OFFICIALS

WHEREAS, the City of Sheridan currently has 353 acres of parks and open space, 16.62 miles of pathways, 3,300 trees, a municipal golf course and cemetery requiring professional management and planning.

WHEREAS, the City of Sheridan Governing Body finds it in the best interests of the City to establish a new Department of Parks.

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

The following Section of Chapter 2 Section 10 pertaining to the appointment and removal of certain City officials shall be amended to read as follows:

Department heads, defined as the city clerk, treasurer , fire chief, police chief, public works director, public utility director, parks director and human resources director, shall be recommended by the city administrator to the mayor who shall appoint the official with the consent of the City Governing Body. The removal of a department head shall be recommended by the City Administrator to the Mayor who shall dismiss the department head with consent of the City Governing Body.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2022.

CITY OF SHERIDAN, WYOMING

Mayor

ATTEST:

City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE DAY OF , 2022.

CITY OF SHERIDAN, WYOMING

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

Attorney

MEMORANDUM

Project Name:	Consideration of Second Reading of Ordinance #2251 Regarding Water Right Disclosures and HB0002 - City Attorney Brendon Kerns
From:	Brendon Kerns, City Attorney
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	05/23/2022

Background:

See memorandum

Attachments

HB0002
Ordinance 2251
summary

ORIGINAL HOUSE
BILL NO. HB0002

ENROLLED ACT NO. 44, HOUSE OF REPRESENTATIVES

SIXTY-SIXTH LEGISLATURE OF THE STATE OF WYOMING
2022 BUDGET SESSION

AN ACT relating to the subdivision of land and water rights; requiring written documentation from the state engineer or state board of control on the disposition of water rights when subdividing land; requiring notice of the proposed disposition to other appropriators; making conforming amendments; providing applicability; and providing for an effective date.

Be It Enacted by the Legislature of the State of Wyoming:

Section 1. W.S. 15-1-415 by creating a new subsection (e), 18-5-306(a)(intro), (xi)(intro), (A)(I) through (III), by creating a new subdivision (IV) and (B) through (E) and 18-5-316(b)(intro), (ix)(intro), (A)(I) through (III), by creating a new subdivision (IV), (B) and (C) are amended to read:

15-1-415. Additions to cities or towns by subdividing landowners; plat requirements; filing and effect thereof; controlling layout of streets.

(e) With respect to any water rights appurtenant to lands to be subdivided in accordance with this section and prior to certification and approval of the map or plat the governing body shall require the owner to submit to the governing body the following:

(i) The intended disposition of the water rights, by:

(A) Written documentation from the state engineer or the state board of control that the owner submitted to the state engineer or the state board of control all documents necessary to voluntarily abandon the water rights, cancel any unadjudicated permits or eliminate

applicable lands from any unadjudicated permits. The owner shall notify any purchasers of this action;

(B) Written documentation from the state board of control that the owner submitted to the state board of control all documents necessary to change the use or place of use to provide for beneficial use of the water rights outside the subdivision, which may include a transfer to the city or town for use within its municipal water service boundaries;

(C) A plan, accompanied by written documentation from the state engineer approving the plan, for the distribution of the water rights appurtenant to the land to be subdivided. The plan shall specify the distribution of the water to the lots within the subdivision and shall include written documentation from the state board of control that the owner submitted to the state board of control all documents necessary to change the use, place of use or point of diversion or means of conveyance in accordance with W.S. 41-3-103, 41-3-104 or 41-3-114; or

(D) Written documentation from the state board of control that it has accepted an authorization to detach water rights appurtenant to the lands to be subdivided in accordance with rules and regulations promulgated by the state board of control.

(ii) If the subdivision is located within lands served by or crossed by a ditch, irrigation works or other water conveyance system, evidence that the owner submitted the subdivision map or plat to the public entity, company, association or appropriators responsible for the ditch, irrigations works or other water conveyance system for

review and recommendations at least sixty (60) days prior to the submittal of the map or plat to the governing body. Upon receipt of the subdivision map or plat, the public entity, company, association or appropriators shall notify the owner if and how the subdivision will create a significant additional burden or risk of liability;

(iii) Evidence that the owner will specifically state on all offers and solicitations relative to the subdivision the owner's intent to comply with this paragraph and that the owner does not warrant to a purchaser that the purchaser shall have any rights to the natural flow of any stream within or adjacent to the proposed subdivision. The owner shall further state that Wyoming law does not recognize any riparian rights to the continued natural flow of a stream or river for persons living on the banks of the stream or river;

(iv) If the subdivision is located within the boundaries of an irrigation district that is subject to the provisions of title 41, chapter 7 of the Wyoming statutes, the map or plat shall be accompanied by recommendations from the irrigation district regarding any changes to the attached water rights and the irrigation district's easements. If there is a conflict with the irrigation district's recommendations, the owner shall certify that it met with and made a good faith effort to resolve any conflicts with the irrigation district; and

(v) If the subdivision will create a significant additional burden or risk of liability to the public entity, company, association or appropriators responsible for the ditch, irrigation works or other water conveyance system, the owner shall provide an adequate and responsible plan to reduce or eliminate the additional burden or risk

of liability and evidence that the owner submitted the plan to the public entity, company, association or appropriators for review and recommendation regarding the adequacy of the plan.

18-5-306. Minimum requirements for subdivision permits.

(a) The board shall require, and with respect to paragraph (xii) of this subsection may require, the following information to be submitted with each application for a subdivision permit, provided the board may by rule exempt from any of the following requirements of this subsection or subsection (c) of this section, ~~and may exempt from~~ including paragraph (xii) of this subsection, the subdivision of one (1) or more units of land into not more than a total of five (5) units of land:

(xi) With respect to any water rights appurtenant to lands to be subdivided in accordance with this chapter and prior to final approval of the subdivision permit, the subdivider shall provide the following:

(A) The intended disposition of the water rights, by:

(I) ~~Evidence~~ Written documentation from the state engineer or the state board of control that the subdivider ~~has~~ submitted to the state engineer ~~the documentation~~ or the state board of control all documents necessary to ~~relinquish~~ voluntarily abandon the water rights, ~~and has notified~~ cancel any unadjudicated permits or eliminate applicable lands from any unadjudicated permits. The subdivider shall notify any purchasers ~~and the board~~ of this action;

(II) ~~Evidence~~ Written documentation from the state board of control that the subdivider has submitted to the ~~state engineer the documentation~~ state board of control all documents necessary to change the use~~,~~ or place of use ~~or point of diversion~~ to provide for beneficial use of the water rights outside the subdivision; ~~or~~

(III) A plan, ~~a copy of which was submitted to and approved by the state engineer prior to the final approval of the subdivision application~~ accompanied by written documentation from the state engineer approving the plan, for the distribution of the water rights appurtenant to the land to be subdivided. The plan shall specify the distribution of the water to the lots within the subdivision and shall include written documentation from the state board of control that the subdivider submitted to the state board of control all ~~appropriate applications for~~ documents necessary to change ~~of~~ the use, ~~change of~~ place of use or ~~change in~~ point of diversion or means of conveyance in accordance with W.S. 41-3-103, 41-3-104 or 41-3-114~~;~~. ~~or~~

(IV) Written documentation from the state board of control that it has accepted an authorization to detach water rights appurtenant to the lands to be subdivided in accordance with rules and regulations promulgated by the state board of control.

(B) If the subdivision is located within lands~~,~~ served by or crossed by a ditch, irrigation ~~company or association or by an unorganized ditch~~ works or other water conveyance system, evidence that the subdivider submitted the plan ~~has been submitted,~~ to the public

entity, company, association or appropriators responsible for the ditch, irrigation works or other water conveyance system for review and recommendation at least sixty (60) days prior to the submittal of the application for the subdivision permit to the ~~company, or association, or the remaining appropriators in the case of an unorganized ditch for their review and recommendations~~ board. Upon receipt of the plan, the public entity, company, association or appropriators shall notify the subdivider if and how the subdivision will create a significant additional burden or risk of liability;

(C) Evidence that the subdivider will specifically state on all offers and solicitations relative to the subdivision ~~his~~ the subdivider's intent to comply with this paragraph and that the ~~seller~~ subdivider does not warrant to a purchaser that ~~he~~ the purchaser shall have any rights to the natural flow of any stream within or adjacent to the proposed subdivision. ~~He~~ The subdivider shall further state that ~~the~~ Wyoming law does not recognize any riparian rights to the continued natural flow of a stream or river for persons living on the banks of the stream or river;

(D) If the subdivision is located within the boundaries of an irrigation district that is subject to the provisions of title 41, chapter 7 of the Wyoming statutes, the application shall include ~~a review and~~ recommendations from the irrigation district regarding any changes to the attached water rights and the irrigation district's easements. If there is a conflict with the irrigation district's recommendations, the ~~applicant~~ subdivider shall certify that it ~~has~~ met with and made a good faith effort to resolve any conflicts with the irrigation district; and

(E) If the subdivision will create a significant additional burden or risk of liability to the ~~irrigation district~~ public entity, company, association or ~~remaining~~ appropriators ~~including appropriators on an unorganized~~ responsible for the ditch, irrigation works or other water conveyance system, the ~~applicant~~ subdivider shall provide an adequate and responsible plan to reduce or eliminate the additional burden or risk of liability and evidence that the subdivider submitted the plan to the public entity, company, association or appropriators for review and recommendation regarding the adequacy of the plan.

18-5-316. Requirements for large acreage subdivision permits.

(b) The board may require, ~~any or all of~~ and with respect to paragraph (ix) of this subsection shall require, the following information to be submitted with an application for a subdivision permit pursuant to this section:

(ix) With respect to any water rights appurtenant to lands to be subdivided in accordance with this section and prior to final approval of the subdivision permit, the subdivider shall provide the following:

(A) The intended disposition of the water rights by:

(I) ~~Evidence~~ Written documentation from the state board of control that the subdivider ~~has~~ submitted to the state ~~engineer the documentation~~ board of control all documents necessary to ~~relinquish~~ voluntarily

abandon the water rights, ~~and has notified~~ cancel any unadjudicated permits or eliminate applicable lands from any unadjudicated permits. The subdivider shall notify any purchasers ~~and the board~~ of this action;

(II) ~~Evidence~~ Written documentation from the state board of control that the subdivider ~~has~~ submitted to the state ~~engineer the documentation~~ board of control all documents necessary to change the use~~,~~ or place of use ~~or point of diversion~~ to provide for beneficial use of the water rights outside the subdivision; ~~or~~

(III) A plan, ~~a copy of which was submitted to and approved by the state engineer prior to the final approval of the subdivision application~~ accompanied by written documentation from the state engineer approving the plan, for the distribution of the water rights appurtenant to the land to be subdivided. The plan shall specify the distribution of the water to the lots within the subdivision and shall include written documentation from the state board of control that the subdivider submitted to the state board of control all ~~appropriate applications for~~ documents necessary to change ~~of~~ the use, ~~change of~~ place of use or ~~change in~~ point of diversion or means of conveyance in accordance with W.S. 41-3-103, 41-3-104 or 41-3-114~~;~~. ~~or~~

(IV) Written documentation from the state board of control that it accepted an authorization to detach water rights appurtenant to the lands to be subdivided in accordance with rules and regulations promulgated by the state board of control.

(B) If the subdivision is located within ~~an irrigation district or within~~ lands~~,~~ served by or crossed

by a ditch, irrigation ~~company or association or by an unorganized ditch~~ works or other water conveyance system, evidence that the subdivider submitted the plan ~~has been submitted~~ to the ~~district board~~ public entity, company, ~~or~~ association~~,~~ or ~~the remaining~~ appropriators ~~in the case of an unorganized~~ responsible for the ditch, irrigation works or other water conveyance system for ~~their~~ review and recommendations at least sixty (60) days prior to the submittal of the application for the subdivision permit to the board; and

(C) Evidence that the subdivider will specifically state on all offers relative to the subdivision ~~his~~ the subdivider's intent to comply with this paragraph and that the ~~seller~~ subdivider does not warrant to a purchaser that ~~he~~ the purchaser shall have any rights to the natural flow of any stream within or adjacent to the proposed subdivision. ~~He~~ The subdivider shall further state that ~~the~~ Wyoming law does not recognize any riparian rights to the continued natural flow of a stream or river for persons living on the banks of the stream or river.

Section 2. The requirements in this act shall apply to subdivision applications filed on and after July 1, 2022.

ORIGINAL HOUSE
BILL NO. HB0002

ENROLLED ACT NO. 44, HOUSE OF REPRESENTATIVES

SIXTY-SIXTH LEGISLATURE OF THE STATE OF WYOMING
2022 BUDGET SESSION

Section 3. This act is effective immediately upon completion of all acts necessary for a bill to become law as provided by Article 4, Section 8 of the Wyoming Constitution.

(END)

_____ _____
Speaker of the House President of the Senate

_____
Governor

TIME APPROVED: _____

DATE APPROVED: _____

I hereby certify that this act originated in the House.

_____
Chief Clerk

ORDINANCE NO. 2251

AN ORDINANCE UPDATING APPENDIX B ARTICLE 5 REGARDING WATER RIGHTS IN ACCORDANCE WITH HOUSE BILL NO. HB0002

WHEREAS, the Wyoming Legislature adopted House Bill 0002 regarding the disposition of water rights for new subdivisions within the City jurisdictional boundary; and

WHEREAS, the City Governing Body adopts the following provisions in accordance with the requirements of Wyoming Statute.

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

Appendix B Article 5 shall include a new section to read:

510 Water Rights

Lands to be subdivided within the City limits of Sheridan, shall comply with applicable Wyoming Statutes §§ 15-1-415, 18-5- 306, and 18-5-316. The City Governing Body shall not certify or approve any map or plat in which the owner has not complied with the aforementioned statutes.

WHEREUPON, a motion was passed and this Ordinance and was declared adopted this _____ day of _____, 2022.

CITY OF SHERIDAN, WYOMING

Mayor

ATTEST:

City Clerk

FIRST READING: _____

SECOND READING: _____

THIRD READING: _____

PUBLISHED: _____

EFFECTIVE THE DAY OF , 2022.

Bill No.: HB0002 **Effective:** **Immediately**

LSO No.: **22LSO-0109**

Enrolled Act No.: HEA No. 0044

Chapter No.: 107

Prime Sponsor: Select Water Committee

Catch Title: **Disposition of water rights.**

Subject: County and city/town subdivision permit statutes**.**

Summary/Major Elements:

- This act amends county subdivision permit statutes to require the subdivider to provide written documentation from the State Engineer that the subdivider has properly disposed of water rights on the property either through a voluntary abandonment, change of use or place of use, distribution to the lots within the subdivision, or authorization to detach water rights.

- The act amends county subdivision permit requirements that a plan for disposition of water rights be submitted to irrigation company to now include all types of public or private entities that operate irrigation works or other water conveyance systems.

- The act mirrors the amended county subdivision permit requirements by creating new sections within the city/town subdivision permit statutes and amending the large-acre subdivision permit statutes.

The above summary is not an official publication of the Wyoming Legislature and is not an official statement of legislative intent. While the Legislative Service Office endeavored to provide accurate information in this summary, it should not be relied upon as a comprehensive abstract of the bill.

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

Executive

MEMORANDUM

Project Name:	**Consideration of Resolution 27-22 Approving the County-wide Lodging Tax on the 2022 Ballot - Travel and Tourism Director Shawn Parker**
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

Resolution 27-22

CITY OF SHERIDAN
RESOLUTION 27-22

A RESOLUTION SUPPORTING THE BALLOT PROPOSITION FOR THE IMPLEMENTATION OF A 4% COUNTY-WIDE LODGING TAX ON THE NOVEMBER 2022 GENERAL ELECTION

WHEREAS, the Sheridan Travel & Tourism Board of Commissioners voted unanimously to purse a County-Wide Lodging Tax for the upcoming 2022 election,

WHEREAS, the lodging tax is the sole means of funding for Sheridan Travel & Tourism; and

WHEREAS, a 4% tax on accommodations has been in place within the City of Sheridan since 1989, and

WHEREAS, increased revenue for Sheridan Travel & Tourism shall be allocated to further promoting the County of Sheridan as a whole; and

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN:

1. That the Governing Body of the City of Sheridan endorses the ballot initiative to be put forth at the next general election in November 2022 asking voters if Sheridan County should adopt a 4% County-Wide Lodging Tax.

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

City of Sheridan

_____
Richard Bridger, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

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

Utilities

MEMORANDUM

Project Name:	**Consideration of Resolution 23-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Water Service - Utilities Director Dan Roberts**
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	City Administrator Stu McRae
Date:	06/20/2022

Recommendation:

Staff recommends that the City Council approve Resolution 23-22 establishing utility rates for water service. This Resolution supersedes previous Resolution 18-21 and amends the Master Fee Schedule establishing the same.

Background:

The City has historically conducted financial plan updates for its Water Enterprise Fund every 3 to 5 years. In December 2021, the City retained the services of the Financial Management Division of SCS Engineers to conduct a review and update of our water utility's financial plan and develop rate plan recommendations for the City moving forward.

SCS Engineers developed and updated the water system's financial plan utilizing industry standard rate analysis practices. The study reviewed and completely updated our existing 10-year financial plan and rate model for our Water Enterprise Fund. This update involved a thorough evaluation of present and future fiscal obligations of the Water Fund and determined the rate adjustments the City of Sheridan should consider in order to effectively operate, maintain, and improve the water utility system through and beyond that 10-year study period.

In conclusion of the study, SCS Engineers recommended a 5-year rate plan which was reviewed and discussed with the City Council at their June 13th Study Session. The following rate plan was generally accepted by City Council:

5-Year Water Utility Rate Schedule

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	0%	0%	0%	0%

This 5-year rate plan, and associated water utility rates, have been formalized in Resolution 23-22 for the City Council's consideration and action. Resolution 23-22 does require the 5-year rate plan be reviewed by the Utilities Director annually and confirmed with City Council during the City's annual budgeting process. If the rate plan is confirmed, then water rates would increase as per the approved rate schedule with no further action needed by City Council. If the rate plan is not confirmed after annual consideration, then it would be necessary to amend it, at that time, by resolution.

The proposed 5-year rate plan would result in no increase to water rates for the next five years. Resolution 23-22 is presented for the Mayor and City Council's consideration.

Attachments

Resolution 23-22

CITY OF SHERIDAN
RESOLUTION 23-22

UTILITY RATES FOR WATER SERVICE

A Resolution establishing a 5-year rate plan directing the levy, charge and collection of connection charges, plant investment fees, and utility rates for water service as defined and authorized by Sections 28-1, 4.5 and 35 of the Sheridan City Code. This Resolution supersedes previous Resolutions 18-21, 33-19 and 45-07 and amends the Master Fee Schedule when in conflict.

WHEREAS, Resolution 18-21 established connection charges, plant investment fees and utility rates for City water service; and

WHEREAS, Resolution 23-22 shall supersede Resolution 18-21 and establish the City of Sheridan's connection charges, plant investment fees, and utility rates for water service; and

WHEREAS, The City Council desires to approve a 5-year rate plan to be reviewed annually by the Utilities Director and confirmed with City Council during the City's annual budgeting process; and

WHEREAS, the water utility rates will automatically adjust in accordance with the approved 5-year rate plan, unless otherwise amended through resolution, to be effective July 1st of each corresponding year.

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

Water utility fees and charges in Section(s) 1, 2, and 5 will remain as represented until changed through resolution.

Unless otherwise amended by resolution, water utility rates, fees and charges in Section(s) 3 and 4 will be adjusted annually based on a rate plan approved as follows:

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	0%	0%	0%	0%

Section 1.

All consumer connections to the City water main and all water meters shall hereafter be made, at the expense of the consumer, in accordance with the following schedule of service charges according to the circumstances for the connection:

Line & Meter Size	Meter Fee (1)	RDM* Meter Fee	Tapping Fee (2)	Radio Read (3)	Total	RDM Total
1" line with 3/4" meter	$ 180.00	$355.35	$190.00	$200.00	$ 570.00	$745.35
1" line with 1" meter	$ 240.00	N/A	$190.00	$200.00	$ 630.00	N/A
1-1/2" line with 1-1/2" meter	$ 460.00	N/A	$245.00	$200.00	$ 905.00	N/A
2" line with 2" meter	$ 585.00	N/A	$313.00	$200.00	$1,098.00	N/A
3" meter	$2,100.00	N/A	N/A	$200.00	$2,300.00	N/A
4" meter	$3,250.00	N/A	N/A	$200.00	$3,450.00	N/A
6" meter	$5,800.00	N/A	N/A	$200.00	$6,000.00	N/A
8" meter	$9,950.00	N/A	N/A	$200.00	$10,150.00	N/A

*RDM = Remote Disconnect Meter

(1) The water department of the City shall supply all water meters. When the developer has stubbed out a water service line to the lot as part of the water main infrastructure installation, the tapping fee shall be waived.
(2) For water services 2" or smaller, connection to the City water main shall be made by the water department of the City. All connections larger than 2" shall be made by a licensed utility contractor at the expense of the consumer.
(3) Purchase and installation of radio read units is required on all new meter installations.

Charges for other installations or changes in installation shall be by agreement between the consumer and the water department.

Meter fee service charges shall include the furnishing of the water meter, installation and inspection thereof and necessary maintenance, repair or replacement of the meter resulting from ordinary wear and tear. All excavation and backfilling shall be furnished by the consumer, including charges for paving cuts.

Tapping fee service charges shall include furnishing the corporation cock, tapping saddle, installation and inspection thereof. All excavation and backfilling shall be furnished by the consumer, including charges for paving cuts.

Section 2.

Plant Investment Fee for Connection to the Municipal Water System

All persons hereinafter applying for permission to connect to the municipal water system or to increase the size or number of connections thereto, shall first pay to the city a water plant investment fee for each premises to be served, based on the size and number of water meters to be installed upon the premises to be served, in accordance with the amount(s) set forth in the following schedule:

Water Pipe x Water Meter Size	***Customer Class***	***AWWA M22 Max Flow Rates (gpm)***	***3/4" equivalency ratio***	***Water Plant Investment Fee***	
				Inside City	***Outside City***
1" x 3/4"	Small Commercial Base Fee	30	0.41	$1,230.00	$1,537.50
1" x 3/4"	Small Multi-Family Base Fee	30	0.66	$1,980.00	$ 2,475.00
1" x 3/4"	Single-Family Residential & All Other Base Fee [(1)]	30	1.00	$3,000.00	$3,750.00
1" x 1"	All	50	1.67	$5,010.00	$ 6,262.50
1½" x 1½"	All	100	3.33	$9,990.00	$12,487.50
2" x 2"	All	160	5.33	$15,990.00	$19,987.50
3" x 3"	All	350	11.67	$35,010.00	$43,762.50
4" x 4"	All	630	21.00	$ 63,000.00	$78,750.00
6" x 6"	All	1,300	43.33	$129,990.00	$162,487.50
8" x 8"	All	2,400	80.00	$ 240,000.00	$300,000.00

Provided where the "small multi-family" customer class is defined as duplexes, mixed use developments (like commercial businesses that possess residential apartments), mobile home parks, trailer courts, motels, hotels and all other multi-family apartment units that share a single tap and service line from the City's water main.

Provided where the "small commercial" customer class is defined as office buildings that do not possess an irrigation system served by a single 3⁄4 inch tap and service line.

Section 3.

The following rates and minimum charges are established and shall be charged and paid on a monthly basis for all metered water service from the municipal water system. *The indicated minimum water use is included in the minimum charge, applied based upon meter size:*

WATER UTILITY RATES

Meter Size (inches)	*Minimum Water Use Gallons*	*Monthly Minimum Charge*	
		Inside City	*Outside City*
≤ ¾	1,500	$19.89	$24.86
1	3,000	$23.45	$29.32
1½	6,000	$29.14	$36.40
2	9,000	$34.81	$43.50
3	22,000	$58.33	$72.93
4	37,000	$86.89	$108.62
6	75,000	$158.29	$198.86
8	150,000	$318.16	$397.71

(a) *Excess Water Charges.* For water use in excess of the minimum water use included in the minimum charge, charges shall be assessed based upon two tiers as follows:

Tier 1 - Water use above the minimum allowance identified in (a) shall be charged the following Tier 1 rate per 1,000 gallons up to Tier 1 water use allowance for each meter size as identified below.

Charge Per 1,000 Gallons	
Inside City	*Outside City*
$1.92	$2.43

Meter Size (inches)	*Tier 1 Water Use (Gallons)*
≤ ¾	6,000
1	11,000
1½	22,000
2	34,000
3	85,000
4	141,000
6	281,000
8	561,000

Tier 2 – the following water use charge shall be applied for each 1,000 gallons of water use in excess of the minimum allowance and the Tier 1 water allowance identified above.

Inside City	*Outside City*
$2.63	$3.29

A statement for charges for sewer service shall be dated and sent out to users at regular intervals. Such statements shall be added to and made a part of the water bill, if customers receive water service from the City or by separate billing if water service is from other than the City. Provisions of this code relative to the payment of delinquent water bills shall also apply to delinquent sewer bills in all aspects, including the discontinuance of water service for nonpayment of sewer charges. Any payment received for combined water and sewer bills which are for less than the sum of the water and sewer bills shall be first applied to the sewer charge, and any remainder to the water charge.

Owners or agents in charge of business blocks or other buildings occupied by more than one tenant using water through a single meter shall be required to pay one corresponding water charge for the whole of such building, unless a separate water meter is installed for each tenant to where they may assume responsibility to pay individual water charges.

If the City executed all agreements with the owner or developer of property, wherein utility facilities are installed with sufficient excess capacities in order to serve other properties, the City shall be entitled to collect from the owners or developer of such other properties served, amounts proportional to the service rendered. Such collection shall be for the benefit of the party contracting for, and installing, the oversized facility.

Such agreements shall be for a fixed period of time and may include interest or other charges above the amount expended.

Section 4.

Bulk Water Sales Use
The City of Sheridan offers potable water for purchase at bulk water facilities located on KROE Lane and Washington Park, or through hydrant meters issued by the City.

Charges and payments
Charge accounts with PIN number access are available to Sheridan area consumers and are billed on a monthly basis for consumption. A $100 deposit is required to establish an account and is refunded or applied to the last balance upon cancellation of the account.

In limited cases, the City may issue a hydrant meter and bill based upon metered use. A $600 deposit is required before the meter is issued and is refunded or applied to the balance upon cancellation of the account.

If an account is delinquent, the City reserves the right to rescind permission to use the bulk water facilities or hydrant meters. All past due balances must be paid in full prior to service being reinstated.

The following use fee shall be charged and collected for water purchased from any bulk water facility or hydrant meter:

$20.50 per 1,000 gallons

Special Conditions

(a) Any misuse of the water facility or hydrant meter, including wasting water, tampering with or failing to provide adequate protection for a meter, will result in termination of access privileges.

(b) The City Governing Body may, at its discretion, waive water use fees for City sponsored construction projects that need access to potable water.

(c) The City of Sheridan reserves the right to modify the water rates and fees identified above. Rates and fees shall be reviewed annually.

Section 5.

Service Charges.
A service charge of $40.00 shall be assessed for each account that requires termination of water service. An additional service charge of $40.00 shall be assessed for re-activation of water service that was previously turned-off. These service charges shall be assessed each time service is terminated or re-activated either at the customer's request, or for other reasons as identified within Chapter 28 of Sheridan City Code. Non-emergency services requested after standard business hours (Monday - Friday, 8:00 a.m. – 5:00 p.m.) will be assessed a fee of twice the current rate."

Late Fees for non-payment.
A late fee shall be applied to the unpaid balance of the utility bill for each account that is not paid within five (5) calendar days of the due date. Late fees will be assessed at a rate not to exceed 1.5% per billing cycle (9% per annum). Late fees will accumulate and be assessed on a monthly basis until the account balance is paid, or until such time payment is tendered by a collection agency, under contract with the City.

PASSED, APPROVED AND ADOPTED this 20th day of June, 2022.

CITY OF SHERIDAN, WYOMING

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Richard Bridger, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

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

Utilities

MEMORANDUM

Project Name:	**Consideration of Resolution 24-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Sewer Service - Utilities Director Dan Roberts**
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	City Administrator Stu McRae
Date:	06/20/2022

Recommendation:

Staff recommends the Mayor and City Council approve Resolution 24-22 establishing utility rates for sewer service as defined and authorized by Sections 28-1, 4.6, and 43 of the Sheridan City Code. This Resolution supersedes previous Resolution 19-21 and amends the Master Fee Schedule establishing the same.

Background:

The City has historically conducted financial plan updates for its Water Enterprise Fund every 3 to 5 years. In December 2021, the City retained the services of the Financial Management Division of SCS Engineers to conduct a review and update of our sewer utility's financial plan and develop rate plan recommendations for the City moving forward.

SCS Engineers developed and updated the system's financial plan utilizing industry standard rate analysis practices. The study reviewed and completely updated our existing 10-year financial plan and rate model for our Sewer Enterprise Fund. This update involved a thorough evaluation of present and future fiscal obligations of the Sewer Fund and determined the rate adjustments the City of Sheridan should consider in order to effectively operate, maintain, and improve the sewer utility system through and beyond that 10-year study period.

In conclusion of the study, SCS Engineers recommended a few 5-year rate plan scenarios which were reviewed and discussed with the City Council at their June 13th Study Session. The following rate plan was generally accepted as the preferred option by City Council:

5-Year Sewer Utility Rate Schedule

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	2.75%	2.75%	2.75%	2.75%

This 5-year rate plan, and associated sewer utility rates, have been formalized in Resolution 24-22 for the City Council's consideration and action. Resolution 24-22 does require the 5-year rate plan be reviewed by the Utilities Director annually and confirmed with City Council during the City's annual budgeting process. If the rate plan is confirmed, then sewer rates would increase as per the approved rate schedule with no further action needed by City Council. If the rate plan is not confirmed after annual consideration, then it would be necessary to amend it, at that time, by resolution.

The proposed 5-year rate plan would result in a sewer rate increase of approximately $.62 on the average, monthly sewer bill on July 1, 2023. Resolution 24-22 is presented for the Mayor and City Council's consideration.

Attachments

Resolution 24-22

CITY OF SHERIDAN
RESOLUTION 24-22

UTILITY RATES FOR SEWER SERVICE

A Resolution establishing and directing the levy, charge and collection of connection charges, plant investment fees, and utility rates for sewer service as defined and authorized by Sections 28-1, 4.6, and 43 of the Sheridan City Code. This Resolution supersedes Resolution 14-20, 19-21 and amends the Master Fee Schedule when in conflict.

WHEREAS, Resolution 19-21 established the City of Sheridan's connection charges, plant investment fees and utility rates for City sewer service; and

WHEREAS, Resolution 24-22 shall supersede Resolution 19-21 and establish the City of Sheridan's connection charges, plant investment fees, and utility rates for sewer service; and

WHEREAS, The City Council desires to approve a 5-year rate plan to be reviewed annually by the Utilities Director and confirmed with City Council during the City's annual budgeting process; and

WHEREAS, the sewer utility rates will automatically adjust in accordance with the approved 5-year rate plan, unless otherwise amended through resolution, to be effective July 1st of each corresponding year.

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

Water utility fees and charges in Section 1 will remain as represented until changed through resolution.

Unless otherwise amended by resolution, sewer utility rates, fees and charges in Section 2 will be adjusted annually based on a rate plan approved as follows:

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	2.75%	2.75%	2.75%	2.75%

Section 1.

Plant Investment Fee for Connection to the Municipal Sewer System

All persons hereinafter applying for permission to connect to the municipal sewer system or to increase the size or number of connections thereto, shall first pay to the City a sewer plant investment fee for each premises to be served, based upon the size and number of water meters installed, to be installed or which would be required upon the premises to be served, in accordance with the amount or amounts set forth in the following schedule:

Water Meter Size	*Customer Class*	*AWWA M22 Max Flow Rates (gpm)*	*3/4" equivalency ratio*	*Sewer Plant Investment Fee*	
				Inside City	*Outside City*
¾"	Small Commercial	30	0.41	$1,020.00	$2,040.00
¾"	Small Multi-Family	30	0.66	$1,650.00	$3,300.00
¾"	Single-Family Residential & All Other	30	1.00	$2,500.00	$5,000.00
1"	All	50	1.67	$4,180.00	$8,360.00
1½"	All	100	3.33	$8,320.00	$16,640.00
2"	All	160	5.33	$13,320.00	$26,640.00
3"	All	350	11.67	$29,180.00	$58,360.00
4"	All	630	21.00	$52,500.00	$105,000.00
6"	All	1,300	43.33	$108,320.00	$216,640.00
8"	All	2,400	80.00	$200,000.00	$400,000.00

Provided where the "small multi-family" customer class is defined as duplexes, mixed use developments (like commercial businesses that possess residential apartments), mobile home parks, trailer courts, motels, hotels and all other multi-family apartment units that share a single tap and service line from the City's sewer main.

Provided where the "small commercial" customer class is defined as office buildings that are served by a single tap and service line.

Where the size or number of meters upon any premises is to be increased, the plant investment fee shall be an amount equal to the difference between the scheduled amount for the existing meter or meters and the scheduled amount for the meter or meters to be installed.

All consumer connections to the sanitary sewer mains shall be made by and at the expense of the consumer under the supervision of a licensed master plumber, upon payment of an inspection fee of fifty dollars ($50.00).

Where the premises to be served do not have municipal water service, and where water from private sources is to be discharged to the municipal sewer, the plant investment fee for sewer service shall be computed on the basis of the size or number of meters which would have been required to service the premises with municipal water.

Section 2.

The following rates are established, and shall be charged and paid on a monthly basis for all sanitary sewer service from the municipal sanitary sewer system.

SEWER UTILITY RATES
Minimum Charges

Meter Size (inches)	*Sewer Contributions Allowed With Minimum (Gallons)*	*Monthly Minimum Charge*	
		Inside City	*Outside City*
¾	1,500	$14.20	$28.39
1	3,000	$21.63	$43.30
1½	6,000	$33.64	$67.27
2	9,000	$45.56	$91.09
3	22,000	$96.12	$191.52
4	37,000	$155.63	$311.24
6	75,000	$307.28	$614.58
8	150,000	$614.58	$1229.17

(a) For sewer use in excess of the minimum sewer contribution included in the minimum charge, the following charges shall be made.

Charge Per 1,000 Gallons	
Inside City	*Outside City*
$2.85	$5.73

(b) The charges for private sewer discharge at the city wastewater treatment plant are as follows:

Septage Disposal	$ 75.00	per 1,000 gallons
Grease Disposal	$ 275.00	per 1,000 gallons

(c) The customer's monthly sewage contribution for residential and multi-unit customers is to be based upon the customer's water usage during the winter for four billing periods in the months of December, January, February and March and redetermined annually on or about April 1st.

(d) Sewer service charges for other than residential and multi-unit customers are to be based upon the indicated water usage plus any water contributed from private wells. In the event that any customer can show (by meter) that a portion of the metered water does not enter the sanitary sewer system, the customer(s) are to be charged for only that volume entering the sanitary sewers. The customer may be required to install a meter in his system to record the difference between sewage and non-sewage flows.

(e) A surcharge is to be imposed on individual, commercial and/or industrial customers for contributed sewage strength in excess of two hundred twenty-five mg/l five-day biochemical oxygen demand and two hundred twenty-five mg/l suspended solids. If the industrial waste is delivered to the wastewater treatment plant for private sewer discharge, this surcharge shall be in addition to the fee identified in (c) above. The surcharge is to be based upon the following formula:

$$S = V_s \times (Z (BOD_5 - 225) + Y (SS - 225))$$

Where:

S	=	Surcharge in dollars.
V_s	=	Sewage volume in 1000 gallons.
Z	=	Unit charge for BOD (Z = 0.0007273).
BOD_5	=	Five-day biochemical strength index in milligrams per liter (mg/l) by weight.
255	=	Allowed BOD_5 strength in mg/l by weight.
Y	=	Unit charge for suspended solids (Y = 0.001818).
SS	=	Suspended solids strength index in mg/l by weight.
225	=	Allowed SS strength in mg/l by weight.

(f) A statement for charges for sewer service shall be dated and sent out to users at regular intervals. Such statements shall be added to and made a part of the water bill, if customers receive water service from the city or by separate billing if water service is from other than the city. Provisions of this code relative to the payment of delinquent water bills shall also apply to delinquent sewer bills in all aspects, including the discontinuance of water service for nonpayment of sewer charges. Any payment received for combined water and sewer bills which are for less than the sum of the water and sewer bills shall be first applied to the sewer charge, and any remainder to the water charge.

For customers not receiving city water service, these same provisions shall apply, except that instead of discontinuance of water, a one-dollar ($1.00) late charge shall be added to the next bill at the time of billing, to cover additional accounting costs. If a sewer charge is not paid in nine months a lien shall be filed on the property for the balance then due, plus filing fees. If the lien is not paid in fifteen months, the service line shall be disconnected from the city's main and plugged. Service shall not be restored until the account is paid in full plus the actual cost of disconnecting the service line. Reconnection shall be the responsibility of the owner. If such disconnection is required, the city shall notify the agency furnishing water to the premises of the action to be taken.

(g) Owners or agents in charge of business blocks or other buildings occupied by more than one tenant using water through a single meter and discharging sewage through the same sewer service shall be required to pay one corresponding water and sewer charge for the whole of such building, unless a separate water meter is installed for each tenant to where they may assume responsibility to pay individual water and sewer charges.

(h) These rates and charges are established so that each user class pays its proportionate share of the costs of wastewater collection and treatment services. The city Utilities Director is directed to annually review the charge structure to ensure that proportionality between user classes is maintained and to recommend modifications as appropriate. Each user shall be notified annually by the city of its user charges.

PASSED, APPROVED AND ADOPTED this 20th day of June, 2022.

CITY OF SHERIDAN, WYOMING

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Richard Bridger, Mayor

ATTEST:

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Cecilia Good, City Clerk

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

Utilities

MEMORANDUM

Project Name:	**Consideration of Resolution 25-22 Approving a 5-Year Rate Plan and Establishing Utility Rates for Solid Waste Collection and Disposal Services - Utilities Director Dan Roberts**
From:	Dan Roberts, Utilities Director
To:	Mayor and Council
CC:	City Administrator Stu McRae
Date:	06/20/2022

Recommendation:

Staff recommends the Mayor and City Council approve Resolution 25-22 establishing and directing the collection of rates, fees, and charges for municipal solid waste and recycling services pursuant to Chapter 12 of the Sheridan City Code. This Resolution supersedes previous Resolution 17-21 and amends the Master Fee Schedule establishing the same.

Background:

The City has historically conducted financial plan updates for its Solid Waste Enterprise Fund every 3 to 5 years. In December 2021, the City retained the services of the Financial Management Division of SCS Engineers to conduct a review and update of our solid waste utility's financial plan and develop rate plan recommendations for the City moving forward.

SCS Engineers developed and updated the water system's financial plan utilizing industry standard rate analysis practices. The study reviewed and completely updated our existing 10-year financial plan and rate model for our Solid Waste Enterprise Fund. This update involved a thorough evaluation of present and future fiscal obligations of the Solid Waste Fund and determined the rate adjustments the City of Sheridan should consider in order to effectively operate, maintain, and improve the water utility system through and beyond that 10-year study period.

In conclusion of the study, SCS Engineers recommended a few 5-year rate plan scenarios which were reviewed and discussed with the City Council at their June 13th Study Session. The following rate plan was generally accepted as the preferred option by City Council:

5-Year Solid Waste Utility Rate Schedule

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	0%	1.5%	1.5%	1.5%

This 5-year rate plan, and associated solid waste utility rates, have been formalized in Resolution 25-22 for the City Council's consideration and action. Resolution 25-22 does require the 5-year rate plan be reviewed by the Utilities Director annually and confirmed with City Council during the City's annual budgeting process. If the rate plan is

confirmed, then solid waste rates would increase as per the approved rate schedule with no further action needed by City Council. If the rate plan is not confirmed after annual consideration, then it would be necessary to amend it, at that time, by resolution.

The proposed 5-year rate plan would result in no increase to solid waste rates for the next two years with the first rate increase, of 1.5% occurring on July 1, 2024. Resolution 25-22 is presented for the Mayor and City Council's consideration.

Attachments

Resolution 25-22

CITY OF SHERIDAN
RESOLUTION 25-22

SOLID WASTE COLLECTION AND DISPOSAL RATES

A Resolution establishing and directing the levy, charge and collection of fees for the collection and disposal of garbage or refuse as defined and authorized by Section 12-2 and 12-3, of the Sheridan City Code, and for the marketing, collection and processing of recyclable material by the City of Sheridan Solid Waste Division (CSSWD). This Resolution supersedes Resolution 15-20 and 17-21; and amends portions of prior resolutions and the Master Fee Schedule where in conflict.

WHEREAS, Resolution 17-21 established the City of Sheridan's landfill tipping fees and residential and commercial sanitation collection rates; and

WHEREAS, Resolution 25-22 shall supersede Resolution 17-21 and establish the City of Sheridan's landfill tipping fees and residential and commercial sanitation collection rates; and

WHEREAS, The City Council desires to approve a 5-year rate plan to be reviewed annually by the Utilities Director and confirmed with City Council during the City's annual budgeting process; and

WHEREAS, the solid waste collection and disposal rates will automatically adjust in accordance with the approved 5-year rate plan, unless otherwise amended through resolution, to be effective July 1st of each corresponding year.

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

Unless otherwise amended by resolution, solid waste collection and disposal rates and fees, described in Exhibit "A", will be adjusted annually based on a rate plan approved as follows:

July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
0%	0%	1.5%	1.5%	1.5%

Section 1:

A. COMMERCIAL: The City of Sheridan will collect and dispose of solid waste six (6) days per week. Routine collections shall be made once per week, per account. Additional collections within the week may be scheduled and will be charged in accordance with the fees set forth and incorporated in Exhibit "A".

   All refuse must be deposited in approved waste containers provided by the CSSWD. It shall be the duty of every owner, agent, lessee, renter, or purchaser of any building or premises (excluding vacant lots) within the corporate limits, to maintain in good order and clean condition, for the exclusive use of such building or premises any containers provided by the CSSWD.

   If one container is not sufficient to hold the quantity of garbage accumulated between collections, larger or additional container(s) shall be provided by the CSSWD. No such container(s) shall be allowed to overflow, or be so maintained that refuse may be blown or scattered about in any way.

B. RESIDENTIAL: The City of Sheridan will provide a once per week collection for residential customers. All refuse must be bagged and deposited in approved waste containers provided by the CSSWD. In the event a resident requests additional container(s) an additional fee will be assessed as set forth and incorporated in Exhibit "A". Containers must be placed curbside by 6:00 a.m. on the scheduled collection day and removed from the curb within 24 hours after they have been emptied.

Section 2:

Starting July 1, 2022, the following services and fees shall be levied, charged and collected by the City of Sheridan for the supervision and removal of garbage or refuse as defined and authorized by sections 12-2 and 12-3 of the Sheridan City Code, 1959 to wit:

A. PRIVATE HAULERS

1. Fees are set forth and incorporated in Exhibit "A".
2. A licensed solid waste hauler may provide collection service under terms and conditions as specified in the license issued by the City.

B. RESIDENTIAL SANITATION, COLLECTION & DISPOSAL

1. Fees are set forth and incorporated in Exhibit "A".

C. COMMERCIAL SANITATION, COLLECTION & DISPOSAL

1. Fees are set forth and incorporated in Exhibit "A".

2. The following shall apply to Businesses with two (2) cubic yard containers or larger:

   a. Multi container discount: Accounts currently having multiple containers that are two (2) cubic yards or greater in size shall receive a 10% discount off the total monthly sanitation bill.

   b. Businesses shall provide adequate space for four (4) cubic yard containers or larger as needed for refuse and shall provide adequate space for collection vehicles to safely service each container as scheduled. If adequate space cannot be provided due to the physical characteristics (i.e. overhead wires, confined space, or limited access) of existing sites that have been established prior to July 1, 2007; and,

      I. reasonable alternate locations cannot be established, as determined by the Solid Waste Manager, and

      II. in good faith the owner, agent, lessee, renter, or purchaser of any building or establishment or premises has demonstrated willingness to comply, or

      III. demonstrates unreasonable hardship to comply

      The business may petition the City Solid Waste Manager to use a 2-yard container or less for weekly collection and may qualify for the "Multi container" discount listed in Section 2(C)2 (a) if the container size is two (2) cubic yards.

Accounts without adequate containers with more than five (5) minutes pickup time will be charged per hour based on time accounting by the CSSWD.

3. Businesses with 15-gallon to 32-gallon containers will be charged a fee based on once per week collection, per container.

   Additional collections per week will be performed at customer's request and charged a service charge for each additional collection. If it is determined by the Solid Waste Manager that there is not adequate room for a 2-yard container, charges may not exceed those equivalent to 4, 15-gallon to 32-gallon containers.

4. Businesses that share containers shall be charged the current base rate per month.

5. Businesses on routes serviced automated containers as follows:

   a. At the discretion of the Solid Waste Manager, Businesses may use a residential container when accessibility, ease of collection, safety of employees, or aesthetics are considered to be within the best interest of the City and the business.

   b. Businesses who share a residential container, once per week collection, per container, per month.

   c. Businesses who have sole use of a residential container, once per week collection, per container, per month.

      Additional collections per week will be performed at customer's request and charged a service charge per additional collection.

d. Businesses operated from a residence that occupy less than twenty percent (20%) of the square footage of the residence shall be considered incidental to the residence and no additional commercial rate will be assessed to the account.

6. Businesses in the Downtown Sheridan District whose buildings include secondary dwelling units or apartments shall be charged at the appropriate commercial rate. No additional fees shall be assessed for the incidental residential use in these buildings.

7. Seasonal businesses, such as RV Parks, which operate six (6) continuous months during the year, or less, may reduce sanitation rates during non-business season by discontinuing water service or by changing its account to a residential basis.

D. RECYCLING

1. Fees are set forth and incorporated in Exhibit "A".

2. Accounts which have a signed "Recycling Agreement" with the City of Sheridan on file, to recycle cardboard, paper, plastics, and other recyclable materials that are regularly collected by the City of Sheridan Recycling Division,

I. can provide satisfactory proof of internal recycling within their business, or

II. can provide proof that their established business produces minimal or no recyclable materials, or

III. disposes of material that has been deemed unsuitable in quantity and/or quality by the Recycling Department

May be discounted 20% off the monthly sanitation bill. Violation of the "Recycling Agreement" will remove the discount from the monthly billing.

3. The Sanitation/Recycling Division may from time to time verify that adequate recycling as agreed upon under Section 2(C)2(b) is occurring and that the recycling agreement is in compliance.

4. Businesses with a front-load or rear-load recycling container furnished by the City of Sheridan shall be charged a per month rental fee per container.

5. Businesses with roll-off recycling containers furnished by the City of Sheridan shall be charged a per cubic yard, per month rental fee per container.

E. SPECIAL PICK-UPS

1. Non-scheduled pick-ups will be charged per hour as set forth and incorporated in Exhibit "A".

F. NOTIFICATION OF ACCOUNT CHANGES

1. It shall be the responsibility of each account holder to notify the City of Sheridan Customer Service Division regarding any change in status of a business or building that results in a change in sanitation charges. The City will from time to time confirm charges to accounts based on collection frequency and number and types of containers. Billing adjustments will be made as necessary.

Section 3:

The following rules, regulations, practices and fees shall apply at the City of Sheridan Solid Waste Disposal Facility (SWDF) for the delivery and disposal of municipal solid waste.

A. All waste delivered to the City of Sheridan SWDF will be secured, covered or in a closed container. Materials delivered which are not secured, covered or in a closed container will be assessed a surcharge per load as set forth and incorporated in Exhibit "A".

B. Charge accounts must be established in writing at the landfill office prior to use at the SWDF.

C. The SWDF will be open Monday through Saturday from 7:30 AM to 5:30 PM.

The SWDF will be closed on the following holidays:

New Years Day	Veteran's Day
President's Day	Thanksgiving
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Labor Day	

D. Regulated hazardous materials will not be accepted at the SWDF

E. Salvaging by private individuals is prohibited at the City of Sheridan SWDF.

1. Landfill Reuse Items

    a. In a cooperative effort with nonprofit organizations to reduce, reuse, and recycle usable items that are in good condition (as determined by landfill staff) may be donated by landfill customers to the landfill for resale or reuse and the landfill may sell or donate reusable donated materials to nonprofit organizations for resale or reuse.

    b. Reuse items may be sold or donated at the discretion of the Solid Waste Manager.

Section 4:

Special conditions which apply to all sanitation services provided by the City of Sheridan.

A. Any collection service rendered to a non-resident of the City shall be billed at twice the fee charged to a resident of the City for the same type and class of service.

B. When it is requested that City personnel enter upon private property to carry out trash or refuse, any rate established by these schedules shall be increased by 50%.

C. Free use of the SWDF may be granted to those individuals and/or organizations under the following conditions:

1. Any person receiving and paying for regular scheduled sanitation services wishing to deposit unusual trash and refuse at the SWDF without payment of the regular disposal fee shall present proof of residency within the City of Sheridan by providing the following items as a form of ID.

    a. Current City water bill with complete name, address, and account number listed; or

    b. Current gas/electric bill with name and address listed; and

    c. Photo ID (such as Driver's License)

    Any person receiving and paying for regular scheduled sanitation services wishing to deposit unusual trash and refuse at the SWDF without payment of the regular disposal fee shall present proof of residency within the City of Sheridan by providing the following items as a form of ID.

    A database shall be maintained and updated monthly to reflect owner/tenant changes to each address and to track the number of times customers use this service. Customers may use this service a maximum of 6 times per year to dispose of up to 1-ton of unusual trash per visit. This service shall begin January 1st of each year and shall expire on December 31st of each year.

    Residential customers that do not receive either a water bill or a gas/electric bill (such as apartments and trailer courts) may participate in this program if the managers of such facilities sign up for the service by contacting the landfill staff and completing the necessary signup information.

    Unusual refuse and trash is defined as that resulting from seasonal or periodic clean up of the owner's premises, garden trash, lawn, hedge or tree trimmings, discarded furniture, fixtures, appliances, automotive parts, or other articles not ordinarily considered normal household or business waste.

2. An individual or organization, who's unusual trash or refuse comprises more than a single load from a single project during the utility billing period, may solicit and use

the current utility billing receipts from other's utility accounts under the following conditions:

a. There is a demonstrated need and the project enhances the health, safety and welfare of the community;

b. The project is not for profit and no individuals involved in trash or refuse handling or disposal are paid for these services;

c. Approval shall be granted for a single project only. No ongoing free use of the SWDF shall be allowed under this provision;

d. The specific utility accounts to be used in the project shall be identified and provided to City Staff prior to any free disposal. One free use of the SWDF shall be allowed for each billing receipt; and

e. The project receives approval from the City Council at a regularly scheduled meeting.

3. City Council may, at its discretion, waive all landfill fees for an individual or organization with a demonstrated special need.

4. Persons enjoying the privilege of the free use of the SWDF shall segregate waste in accordance with SWDF guidelines and dispose of waste at the direction of SWDF personnel.

5. No free use of the SWDF shall be furnished to any person engaged in a business wherein the disposal of waste, trash or other materials is a requirement or part of the service furnished by said business, except for those materials incorporated into the composting process.

   Examples: Wrecking or salvaging operations, construction trash and debris, dead animal disposal, etc.

6. Free use of the SWDF will be provided during the months of September, October, and November for the disposal of game animals or the remains of game animals.

D. No hazardous materials will be collected by the CSSWD including but not limited to:

1. Waste oil, white goods, vehicles or parts, lawn mowers, motorcycles, scrap metal, toxic liquids, or any regulated materials precluded by regulation to be disposed in the municipal waste stream.

E. Non-automated Residential Areas and Commercial Areas without adequate space, as determined by the Utilities Director:

1. Containers shall be of metal or durable plastic and shall be equipped with close fitting lids or covers to render them wind proof, water proof, and rodent proof. Such containers shall be kept covered at all times and any security necessary to prevent upsetting or pilfering by dogs or other animals shall be provided by the owner.

2. Containers shall not be less than 15-gallons in size and capacity, nor more than 32-gallons in size and capacity, and full weight shall be less than 75 pounds.

EXHIBIT "A"
SOLID WASTE COLLECTION & DISPOSAL RATES AND FEES

PRIVATE HAULERS	
Private Hauler License	$200.00/yr
Sorting & Handling Fee	$42.79/ton

RESIDENTIAL SANITATION, COLLECTION & DISPOSAL	
Single Family Waste Container/Once Per Week Collection	$21.51/mo
Additional Single Family Waste Container/Once Per Week Collection	$9.67/mo
Multi-Family* (per unit) Waste Container/Once Per Week/Each Individual Unit *Apartments and mobile home parks with individual billing accounts.	$21.51/mo
Multi-Family* (entire facility @ 1 collection point) Waste Container/Once Per Week/Collection for 1st Unit; <u>OR</u> Owner may request a Commercial rate as specified below. *Apartments and mobile home parks.	$21.51/mo
Additional Multi-Family (entire facility @ 1 collection point) Waste Container/Once Per Week Collection	$9.67/mo
<u>Roll-Off Containers</u> Initial Delivery Fee Hook Fee Each Time Container Is Emptied Landfill Tipping Fee Container Rental* *If Container is not emptied for a two week period (14 days), a charge shall be applied beginning with the last date of disposal service and continuing until the Container is removed or serviced	 $52.40/container (+) plus $179.81 (+) plus LISTED FEE $7.19/daily
Non-Scheduled Pick-Ups* *One Sanitation Truck and 2 Staff Members	$85.89/hr (min. $41.72)

COMMERCIAL SANITATION, COLLECTION & DISPOSAL
Monthly charge for 2 cubic yard (CY) containers or larger shall be calculated using the following formula: ($11.146 x C x P x 52 week) / 12 Months C = Container size in cubic yards and P = Number of collection times per week (i.e. a 2 CY container picked up 1 time per week will be billed as $11.146 x 2 x 1 x 52 / 12 = $96.60/mo)

Accounts Without Adequate Containers/In Excess of 5 Minutes Pickup Time	$85.82/hr
15-Gallon to 32-Gallon Containers/Once Per Week Collection	$25.11/mo
Shared Containers or, No Containers (Base Rate)	$25.11/mo
Shared 300-Gallon Container, or Residential Container/ Once per Week Collection	$25.11/mo
Sole Use of 300 Gal Automated Container/Once per Week	$50.17/mo/per container
<u>Roll-Off Containers</u> Initial Delivery Fee Hook Fee Each Time Container Is Emptied Landfill Tipping Fee Container Rental* *If Container is not emptied for a two week period (14 days), a charge shall be applied beginning with the last date of disposal service and continuing until the Container is removed or serviced	 $52.40/container (+) plus $179.81 (+) plus LISTED FEE $7.19/daily
Non-Scheduled Pick-Ups* *One Sanitation Truck and 2 Staff Members	$85.89/hr (min. $41.72)

RECYCLING	
Curbside Recycling (Single Family/Multi-Family)	$3.08/mo/per billing account
Front Load/Rear Load Recycling Containers	$11.45/mo/per container
Roll-Off Recycling Containers	$1.72/CY/per mo

CITY OF SHERIDAN LANDFILL FEE SCHEDULE	
Municipal Solid Waste	$119.00/ton
Construction & Demolition Material (Tier 1)* *Disposal of Demolition Waste for Projects Located within City Limits that Have a Valid Demolition Permit Issued by the City. Applies Only to Demolition Waste Material Suitable to be Ground (free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind).	NO CHARGE/ UP TO 100 TONS
Construction & Demolition Material (Tier 2)* *Other Grindable Construction and Demolition Waste Material Suitable to be Ground (free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind)	$52.57/ton
Construction & Demolition Material (Tier 3)* *Disposal of construction and demolition material that cannot be run through the grinder without sorting.	$119.00/ton
Concrete (without rebar)	$23.38/ton
Tires (must be removed from rims, no truck or	$169.33/ton

oversized tires will be accepted)	
Special Service Fee	$23.27/ton (min. $23.27)
Material 100 lbs, or less* *Any chargeable material brought into the SWDF except waste delivered to the Convenience Center.	$6.03/ton (min. $6.03)
Convenience Center Refuse Disposal	Min. of $5.00, up to 10 bags $0.50/per additional bag
Compostables, Grass Clippings, Tree Branches (24" Max Diameter), Leaves, Etc.	NO CHARGE
Certified Decommissioned White Goods, Abandoned Vehicles or Parts, Lawn Mowers, Motorcycles and Clean Scrap Metal, Free from any and all Liquid	NO CHARGE
Non-Decommissioned Refrigerators or Refrigeration Units	$29.20/ea
Residential Waste Oil/5-Gallon Limit	NO CHARGE
Commercial Waste Oil/ 5-Gallon Limit	Cost (+) 25%
Unsecured/Not Contained Materials	$11.00/cars & pickup trucks
	$50.00/all other vehicles (incl. trailers)
Residential E-Waste	NO CHARGE
Commercial E-Waste (CESQG)	Cost (+) 25%
Residential Household Hazardous Waste	NO CHARGE
Commercial Household Hazardous Waste	Cost (+) 25%
Asbestos (Friable & Non-Friable)	$119.00/ton
Petroleum Contaminated Soil	$46.23/ton
Brick & Cinder Block (no concrete)	$5.82/ton

PURCHASE FROM THE LANDFILL & COMPOST YARD **CY= Cubic Yard | CF = Cubic Foot**	
Screened Compost	Bulk (STA Certified) $35.50/CY+tax Bulk (Non-Certified) $30.00/CY+tax Bagged (STA Certified) $5.13/CF+tax lb for lb exchange of green waste available for screened, non-certified compost
Unscreened Compost	Bulk (non-certified) $25.00/CY+tax
Wood Chips	$11.43/CY
Crushed Concrete/Asphalt	$11.64/ton
Whole Brick	$0.32/ea
Crushed Brick	$11.64/ton
Tarps	$5.84/ea

REUSE ITEMS	
Pallets/Lots	$5.82/pallet/lot
Large Individual Items (not including metal items)	$5.82/ea
Large Metal Items (i.e. appliances)	Cost of Current Metal Bid (+) 25% per ton

PASSED, APPROVED AND ADOPTED this 20th day of June, 2022.

CITY OF SHERIDAN, WYOMING

_____
Richard Bridger, 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

Fire Rescue

MEMORANDUM

Project Name:	**Consideration of the Purchase of a 2022 Horton Ambulance via ARPA Funding - Fire Chief Gary Harnish**
From:	Gary Harnish, Fire Chief
To:	Mayor and Council
CC:	
Date:	

Recommendation:
Please see attached memo

Background:
Please see attached memo

Discussion:
Please see attached memo

Attachments

Memo

Gary Harnish
Fire Chief

ARPA Ambulance Purchase/Replacement
2022 Horton 603 Type 1 Custom
Ambulance on a 2022 Ford F-550 4x4 Diesel

Replacing Sheridan Fire-Rescue's 1998 Type 1 4x4 Diesel Ambulance was identified on the list of priorities for ARPA Funding, the sum of $300,000 was presented to Council as a likely replacement cost.

Sheridan Fire-Rescue conducted an extensive search for potential vendors and discovered that, like many other things, purchasing a new ambulance was no longer a simple and relatively quick task. Supply chain problems exist everywhere,

We were able to bring the above listed ambulance to Sheridan. It is a current demo unit for Professional Sales and Service, L.C. (PSS) an ambulance dealer for Horton Ambulances out of Salt lake City, UT. They are only building and selling demo units at this time due to a shortage of truck chassis available. PSS is a Sourcewell dealer so this ambulance can be purchased without going through an RFP process. This is the same process used in purchasing the new tower truck. While we are still waiting on the numbers for the Sourcewell price and the amount of reduction due to mileage as a demo unit the base numbers are as follows:

• Ambulance Box	$187,840
• F 550 Chassis	57,315
• Graphics allowance	4,500
• Exhaust tip	400
• Portable "D" Bracket	315
	$250,370

Options

• Cot	$26,508
• Lifepack 15	32,500
• Mount for Lifepack	1,175
	$60,183
	***$310,553**

***Before Sourcewell and mileage discounts**

Fleet

Crews continue to prepare Tower 1 for service. I anticipate it being ready and hosting a "Push-in Ceremony" near the beginning of May.

Engine 2 required unanticipated maintenance needs when mechanics in the service center discovered substantial cracking occurring on the under vehicle side of both front tires. Both tires were replaced. (Thanks to Ivan and Crew for finding that potentially dangerous condition!). Engine 2 also suffered the failure of its Primary Fuel Pump. This part was replaced with limited Out of Service time for E2. Both fire engines are nearing 15 years old with anticipated replacement at 20 years.

Training

Firefighters completed 893 hours of training during the first quarter of 2022. Training occurred in Fire Suppression, EMS, HazMat, Confined Space Rescue, High and Low Angle Rope Rescue, and Ice Rescue. The Departments training schedule provides for skill strengthening, recertification needs, and current best practices in each discipline. Division Chief Chad Brutlag is putting in place systems that are providing for consistent training across shifts.

In the coming months we will focus on Wildland certifications for the coming season and swift water rescue refresher for the potential Spring runoff.

Community Services Division

1. During the first quarter of 2022 the Department completed 69 Fire Code Maintenance Inspections and Pre-Incident Plans. These covered primarily Restaurants and Daycares. This encompassed 352,086 square feet of buildings; only 8 violations were noted and corrected. With a regular inspection interval we tend to see lower numbers of violations.
2. DC Brutlag led a local campaign following the fatal structure fire in January to alert the public to the availability of home oxygen "fire stops" made available by the State of Wyoming Fire Marshal's office. Wyoming's first two fire fatalities of 2022 were both related to smoking while on home oxygen. The "Fire Stops" are a state wide initiative to place these devices on all who may be on home oxygen to reduce the risk of fires. Through this initiative 45 of these kits were placed on home oxygen devices within the City of Sheridan