AGENDA
CITY OF SHERIDAN
AUGUST 8, 2022
STUDY SESSION COUNCIL MEETING START 5:30 P.M.

1. Discussion Regarding Bank Signatories - Assistant Treasurer Darla Hawkins

2. Discussion of Resolution #41-22 Amending the Master Fee Schedule to Include Columbarium Niche Fees - Parks Director Steve Gage

3. Water Rights Discussion - City Attorney Brendon Kerns

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:	Discussion Regarding Bank Signatories - Assistant Treasurer Darla Hawkins
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	07/28/2022

Recommendation:

Staff recommends approving Resolution #38-22 - Bank Signatories.

Background:

Some banking institutions require a resolution, passed by Council, to initiate changes to the signers on City accounts. With our new Assistant Treasurer, Darla Hawkins, we need to add her to all of the City's accounts. This resolution will notify the banks of this change and authorize them to make said change.

Attachments

Resolution #38-22

CITY OF SHERIDAN
RESOLUTION 38-22

A RESOLUTION AUTHORIZING SIGNATORIES FOR DEPOSIT AT FIRST FEDERAL BANK & TRUST, FIRST INTERSTATE BANK, STIFEL, WYO-STAR, AND WYOMING CLASS.

WHEREAS Wyoming Statutes 15-1-125(b) requires that checks shall be signed by the Mayor and countersigned by the Treasurer, or any other person the governing body designates to countersign checks in the Treasurer's absence.

BE IT RESOLVED BY THE CITY GOVERNING BODY:

1. That Mayor Richard Bridger be authorized to sign checks and that City Treasurer, Karen Burtis, be authorized to countersign checks and that Assistant Treasurer, Darla Hawkins, and Staff Accountant, Brett Caiola, be authorized to countersign checks in the absence of the City Treasurer.

2. That Mayor Bridger, City Treasurer Burtis, Assistant Treasurer Hawkins, and Staff Accountant Caiola be authorized to sign any documents necessary for deposit accounts at First Federal Bank & Trust.

3. That Mayor Bridger, City Treasurer Burtis, Assistant Treasurer Hawkins, and Staff Accountant Caiola be authorized to sign any documents necessary for deposit accounts at First Interstate Bank.

4. That Mayor Bridger, City Treasurer Burtis, Assistant Treasurer Hawkins, and Staff Accountant Caiola be authorized to sign any documents necessary for deposit accounts at Stifel.

5. That Mayor Bridger, City Treasurer Burtis, Assistant Treasurer Hawkins, and Staff Accountant Caiola be authorized to sign any documents necessary for deposit accounts at WYO-STAR.

6. That Mayor Bridger, City Treasurer Burtis, Assistant Treasurer Hawkins, and Staff Accountant Caiola be authorized to sign any documents necessary for deposit accounts at Wyoming CLASS.

PASSED, APPROVED , AND ADOPTED this 15th day of August 2022.

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
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Clerk

MEMORANDUM

Project Name:	Discussion of Resolution #41-22 Amending the Master Fee Schedule to Include Columbarium Niche Fees - Parks Director Steve Gage
From:	Cecilia Good, City Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae
Date:	08/08/2022

Recommendation:

Staff recommends the Mayor and Council approve proposed resolution 41-22 to amend the Master Fee Schedule. The amendment would allow the City to charge a fee of $1,000.00 for each Columbarium Niche and $100.00 for an opening and closing fee.

Background:

Recently, demand has grown for additional opportunities to meet the needs of the cremation market at cemeteries, temples and churches. In response to the demand, the City of Sheridan purchased its first Columbarium to be placed at the Sheridan Municipal Cemetery. The total cost of the Columbarium along with site preparation, concrete base and setting was $30,836. The new Columbarium is a 48 niche, granite structure where inurned cremains can be kept . Each niche within the Columbarium will have the capacity to accommodate two urns. Staff has researched what other cemeteries in our region charge for similar services. Staff proposes that a flat pricing plan is appropriate for the sales of niches in the new columbarium.

Attachments

Resolution 41-22 Amendment to the Master Fee Schedule

CITY OF SHERIDAN
RESOLUTION 41-22

A RESOLUTION to amend the Master Fee Schedule by adding a fee for the purchase of columbarium niches.

WHEREAS, on June 1, 2020 City Council approved a Master Fee Schedule that contains all of the fees charged by the City of Sheridan; and

WHEREAS, the City of Sheridan desires to set a fee in the Master Fee Schedule for the cost of columbarium niches; and

WHEREAS, the City of Sheridan desires to set a fee in the Master Fee Schedule for the opening and closing of columbarium niches.

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

That the Sheridan City Council hereby adopts and approves the amendment to the Master Fee Schedule as follows:

Columbarium Niche Fee- $1000.00 ($1,500.00 non-resident)
Opening and Closing Fee- $100.00 ($150.00 non-resident)

Note: Each Columbarium Niche is 12”x12” and will accommodate 2 cremation urns

The aforementioned fees shall become effective on September 1, 2022.

PASSED, APPROVED AND ADOPTED this 15th day of August 2022.

City of Sheridan

_____
Richard Bridger, Mayor

ATTEST:

_____
Cecelia Good, City Clerk