



**AGENDA
CITY OF SHERIDAN
JANUARY 16, 2023
REGULAR COUNCIL MEETING START 7:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation to be given by Tony Forman, Cornerstone Church
4. Roll Call of Members
5. Consideration of Agenda
6. Community Update
 - A. Proclamation for National Human Trafficking Prevention Month - Terri Markham, Executive Director of Uprising
7. Comments from the Public
8. Public Hearings
 - A. Public Hearing for the Transfer of Ownership for Retail Liquor License #1 (Pony Bar and Grill) - City Clerk Cecilia Good
 - i. Consideration of the Transfer of Ownership for Retail Liquor License #1 (Pony Bar and Grill)
 - B. Public Hearing for PL-22-40, Resolution 02-23, Vacate 1,932.3 sq ft of the East-West Alley Adjacent to Lots 1-6, Located North of 835 and 845 Olive St - Community Development Director Wade Sanner
 - i. Consideration of PL-22-40, Resolution 02-23, Vacate 1,932.3 sq ft of the East-West Alley Adjacent to Lots 1-6, Located North of 835 and 845 Olive St
 - C. Public Hearing for PL-22-27, Resolution 03-23, Ali-Minor Subdivision - Community Development Director Wade Sanner
 - i. Consideration of PL-22-27, Resolution 03-23, Ali-Minor Subdivision
9. Consent Agenda

- A. Paving Lien Release for SID #74 in the Amount of \$7,007.97 for Robert Creathbaum at 548 E. 2nd Street
- B. Concurrence Award for Main Street Dow to Burkitt Project
- C. Minutes of Regular Council Meeting January 3, 2023
- D. Claims
- E. Council Appointments
 - 1. Appointment of Councilmember Shawn Day to the Employee Relations Committee (ERC)
 - 2. Appointment of Councilmember Steven Brantz to the Juvenile Justice Joint Powers Board (JJPB)
 - 3. Appointment of Councilmember Greg Luhman to the Sheridan Public Arts Committee (SPAC)
 - 4. Appointment of Councilmember Terry Weitzel to the Sheridan Recreation District Board
 - 5. Appointment of Councilmember Andrew Patceg to the SAWS Joint Powers Board
 - 6. Appointment of Councilmember Greg Luhman to the SAWS Joint Powers Board
- F. Re-appointment of Ryan Franklin to the Planning Commission for a 3-year term expiring December 31, 2025.
Re-appointment of James Schrodt to the Planning Commission or a 3-year term expiring December 31, 2025.
- 10. Staff Update
 - A. Snow Update - Public Works Director Hanns Mercer

OLD BUSINESS

NEW BUSINESS

- 11. Consideration of Creating a New Accounts Payable Technician Position - City Treasurer Karen Burtis
- 12. Consideration of the Designating \$1,399,276.10 of FY22 General Fund Surplus as Cash Reserves - City Treasurer Karen Burtis
- 13. Consideration of ARPA Grant Resolutions and Priorities - Public Works Director Hanns Mercer
 - Resolution 04-23 - Waster Water Treatment Plant ARPA Grant
 - Resolution 05-23 - Sheridan County School District #2 ARPA Grant
 - Resolution 06-23 - Airport Transmission Main ARPA Grant
 - Resolution 07-23 - Northeast Transmission Main ARPA Grant
- 14. Consideration of Sheridan County School District #2 MOU Regarding the Grant Funding Application - City Attorney Brendon Kerns
- 15. Council Comments and Requests for Future Agenda Items
- 16. Adjournment



CITY OF SHERIDAN, WYOMING

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

Executive

MEMORANDUM

Project Name: Proclamation for National Human Trafficking Prevention Month - Terri Markham, Executive Director of Uprising
From: Bev Leichtnam, Governmental Relations Admin. Specialist
To: Mayor and Council
CC:
Date:

Attachments

Proclamation

Proclamation for National Human Trafficking Prevention Month

WHEREAS: Human trafficking is a nationwide public health and civil rights crisis that includes both labor and sex trafficking. Its victims and survivors are everywhere, with Wyoming being no exception.

WHEREAS: Anyone can become a victim of trafficking. Victims/survivors come from every background, race, gender, sexual orientation and economic status. Traffickers target individuals who, for any reason, are vulnerable.

WHEREAS: Young people are particularly vulnerable to trafficking and exploitation; we recognize our duty to provide prevention education to this population, their parents and caregivers.

WHEREAS: Increased community education on how to identify victims of human trafficking along with increased knowledge of local resources and services for those affected by these criminal actions can help restore freedom and dignity to identified survivors, as well as help diminish the number of future victims.

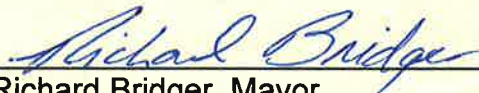
WHEREAS: Wyoming must continue to seek to prevent human trafficking before it can occur, by promoting safe, healthy and supportive environments.

WHEREAS: Sheridan County joins the statewide Human Trafficking Task Force, Uprising, and our community partners in striving to become a place where human trafficking does not exist, where all people have opportunities available to them and are treated as fully human and worthy of a supportive community and freedom.

NOW, THEREFORE, I, Mayor Richard Bridger, do hereby proclaim the month of January as Human Trafficking Prevention Month and encourage all our citizens to become more informed on this growing problem; to be vigilant and report suspicious activity, to work towards solutions to end human trafficking, and to start the conversations about human trafficking and exploitation in all its forms in our communities. If you see something that doesn't look right, take action and call the National Human Trafficking Hotline at 888-373-7888.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sheridan, Wyoming to be affixed this 16th day of January, 2023.




Richard Bridger, Mayor
City of Sheridan



CITY OF SHERIDAN, WYOMING

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

Clerk

MEMORANDUM

Project Name: Public Hearing for the Transfer of Ownership for Retail Liquor License #1 (Pony Bar and Grill) - City Clerk Cecilia Good
From: Cecilia Good, City Clerk
To: Mayor and Council
CC: City Administrator Stuart McRae
Date: 01/09/2023

Background:

See the attached liquor license transfer of ownership application for Retail Liquor License #1.

Attachments

Retail License #1 - Transfer of Ownership Application

NEW OR TRANSFER
LIQUOR LICENSE OR
PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY			
Customer #:			
Trf from:			
Reviewer:	Initials	Date	
Agent:		/	/
Mgr:		/	/

To be completed by City/County Clerk

License

Fees Annual Fee: \$ _____
Prorated Fee: \$ _____
Transfer Fee: \$ 100 . 00
Publishing Fee: \$ 90 . 00

Local License #: 1
Date filed with clerk: 1 / 03 / 2023
Advertising Dates: (2 Weeks) 1/7/2023 & 1/13/2023
Hearing Date: 1 / 16 / 2023

Publishing Fee Direct Billed to Applicant: ☐

License Term: 1 / 17 / 2023 Through 12 / 31 / 2023
Month Day Year Month Day Year

LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.

Applicant: The Pony Bar and Grill, Inc.

Trade/Business Name (dba): Pony Bar and Grill

Building to be licensed/Building Address: 3 South Gould Street

Number & Street City State Zip
Sheridan Wyoming 82801

Local Mailing Address: 3 South Gould Street

Number & Street or P.O. Box City State Zip
Sheridan Wyoming 82801

Local Business Telephone Number: (307) 674-7000 Fax Number: N/A

Business E-Mail Address: troy.ponybar@gmail.com / kari.ponybar@gmail.com

FILING FOR ☐ NEW LICENSE ☐ TRANSFER OF LOCATION	FILING IN (CHOOSE ONLY ONE) ☒ CITY OF: <u>Sheridan</u> ☐ COUNTY OF: _____	FILING AS (CHOOSE ONLY ONE) ☐ INDIVIDUAL ☐ PARTNERSHIP ☐ LP/LLP ☐ LLC ☒ CORPORATION ☐ LTD PARTNERSHIP ☐ ORGANIZATION ☐ OTHER _____
☒ TRANSFER OWNERSHIP ☒ ASSIGNMENT LETTER ATTACHED FORMERLY HELD BY: <u>Pony Lounge and Frontier Liquor, Inc.</u>		

TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

RETAIL LIQUOR LICENSE ☐ ON-PREMISE ONLY (BAR) ☐ OFF-PREMISE ONLY (PACKAGE STORE) ☒ COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)	☐ RESTAURANT LIQUOR LICENSE ☐ BAR AND GRILL LIQUOR LICENSE ☐ RESORT LIQUOR LICENSE LIMITED RETAIL LIQUOR LICENSE (CLUB) ☐ VETERANS CLUB ☐ FRATERNAL CLUB ☐ GOLF CLUB ☐ SOCIAL CLUB	☐ MICROBREWERY PERMIT ☐ WINERY PERMIT ☐ DISTILLERY SATELLITE PERMIT ☐ WINERY SATELLITE PERMIT ☐ COUNTY MALT BEVERAGE PERMIT ☐ SPECIAL MALT BEVERAGE PERMIT
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SPECIAL DESIGNATIONS (CHOOSE ONLY ONE)

☐ GOLF CLUB ☐ GUEST RANCH ☐ RESORT

To Assist the Liquor Division with scheduling inspections: **OPERATIONAL STATUS**

☒ FULL TIME (e.g. Jan through Dec)	(specify months of operation)	from <u>January</u> to <u>December</u>
☐ SEASONAL/PART-TIME	DAYS OF WEEK (e.g. Mon through Sat)	from <u>Monday</u> to <u>Saturday (possible Sunday addition)</u>
☐ NON-OPERATIONAL/PARKED	HOURS OF OPERATION (e.g. 10a - 2a)	from <u>10:00 AM</u> to <u>2:00 AM</u>

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 4

1. BUILDING OWNERSHIP: Does the applicant? W.S. 12-4-103(a)(iii)

(a) OWN the licensed building?

☐ YES (own)

(b) LEASE the licensed building? (Lease must be through the term of the liquor license)

☒ YES (lease)

If Yes, please submit a copy of the lease and indicate:

(i) When the lease expires, located on page 1 _____ paragraph 3.1 _____ of lease.

(ii) Where the Sales provision for alcoholic or malt beverages is located, on page 2 _____ paragraph 6.1 _____ of lease.
(MUST contain a provision for SALE OF ALCOHOLIC or MALT BEVERAGES.)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601(b)

☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

(a) Hold any interest in the license applied for?

☐ YES ☒ NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business?

☐ YES ☒ NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs?

☐ YES ☒ NO

(d) If you answered YES to any of the above, explain fully and submit any documents in connection there within:

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103(b)

☐ YES ☒ NO

If "YES", explain: _____

5. BAR AND GRILL LICENSE OR RESTAURANT LICENSE: N/A

Have you submitted a valid food service permit or application? W.S. 12-4-413(a)

☒ YES ☐ NO

6. RESORT LICENSE: N/A

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i)

☐ YES ☐ NO

(b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii)

☐ YES ☐ NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii)

☐ YES ☐ NO

(d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv)

☐ YES ☐ NO

(e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)

1. If Yes, have you submitted a copy of the food and beverage contract/lease?

☐ YES ☐ NO

7. MICROBREWERY LICENSE: N/A

(a) Do you self distribute your products? W.S. 12-2-201(a)
(Requires wholesale malt beverage license with the Liquor Division)

☐ YES ☐ NO

8. LIMITED RETAIL (CLUB) LICENSE: N/A

FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states?

☐ YES ☐ NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years?

☐ YES ☐ NO

9. LIMITED RETAIL (CLUB) LICENSE: N/A

VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):

- (a) Does the Veteran’s organization hold a charter by the Congress of the United States?

☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary?

☐ YES ☐ NO

10. LIMITED RETAIL (CLUB) LICENSE: N/A

GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):

- (a) Do you have more than fifty (50) bona fide members?

☐ YES ☐ NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse?

☐ YES ☐ NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf course?

☐ YES ☐ NO

1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g)

☐ YES ☐ NO

2. If Yes, have you submitted a copy of the food and beverage contract/lease?

☐ YES ☐ NO
11. LIMITED RETAIL (CLUB) LICENSE: N/A
- SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):
- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located?

☐ YES ☐ NO

(b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state?

☐ YES ☐ NO

(c) Is the club qualified as a tax exempt organization under the Internal Revenue Service?

☐ YES ☐ NO

(d) Has the club been in continuous operation for a period of not less than one (1) year?

☐ YES ☐ NO

(e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as Recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues?

☐ YES ☐ NO

(f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club?

☐ YES ☐ NO

(g) Have you filed a true copy of your bylaws with this application?

☐ YES ☐ NO

(h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached)

☐ YES ☐ NO
12. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102(a)(ii) & (iii) N/A
- Each individual, partner or club officer must complete the box below.
- | True and Correct Name | Date of Birth | Residence Address No. & Street
City, State & Zip
<i>DO NOT LIST PO BOXES</i> | Residence Phone Number | Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year? | Have you been Convicted of a Felony Violation? | Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages? |
|-----------------------|---------------|--|------------------------|---|---|--|
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
| | | | | YES ☐
NO ☐ | YES ☐
NO ☐ | YES ☐
NO ☐ |
- (If more information is required, list on a separate piece of paper and attach to this application.)



CITY OF SHERIDAN, WYOMING

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

LIQUOR LICENSE OPERATION PLAN

Name as it appears on license:	The Pony Bar and Grill, Inc.
Common Name (doing business as):	Pony Bar and Grill
Street Address:	3 South Gould Street, Sheridan, Wyoming 82801
Phone #:	307.674.7000

Type of License (circle):

Retail	Limited (Club)	Restaurant	Bar & Grill	Microbrewery	Satellite
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Hours of Operation

Our planned hours of operation are:

Monday through Saturday from 10:00 AM to 2:00 AM, with possibility of adding Sunday from 11:00 AM to 10:00 PM

Last call will be 30 minutes before closing and last service will be 15 minutes before closing.

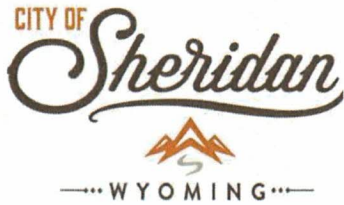
The premises will be operated as:

Pony Bar and Grill

Nature of Business:

Bar and Grill with Package Sales

(All outside events require and Malt Beverage or Catering Permit)



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848,
Sheridan Wyoming 82801
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Security/ Crowd Control/ Capacity Limits

The Official Capacity limit for our business is:

To be determined. The capacity established by the Fire Marshall.

In order to comply with our capacity limits we shall:

The manager on duty will maintain a patron count. Once capacity is reached, prospective patrons may not enter the bar until current patrons exit.

We shall maintain peace and order in and around our business by:

Rowdy patrons will not be tolerated and will be asked to leave. Law enforcement will be called, if necessary.

Rules of the establishment shall be enforced by:

Staff manager or bouncer.

Alcohol Management

To comply with laws regarding alcoholic and malt beverages, including the use of eighteen (18) to twenty (20) year old servers in restaurants if applicable, our establishment will:

Be aware of current laws and regulations. Require ID of patrons and applicable staff.

A handwritten signature in blue ink, appearing to read "Troy Goodwin", is written over a horizontal line.

Signature of License Holder

January 3, 2023

Date

Troy Goodwin

Printed Name

ASSIGNMENT OF LIQUOR LICENSE

For good and valuable consideration, Pony Lounge and Frontier Liquor, Inc., a Wyoming corporation ("Assignor"), agrees that it shall transfer and assign unto The Pony Bar and Grill, Inc., a Wyoming corporation, whose address is 3 South Gould Street, Sheridan, Wyoming 82801 ("Assignee"), all of Assignor's right, title, and interest in and to the City of Sheridan Retail Liquor License (the "License"), subject to:

1. This Assignment shall become effective on:
 - a. The approval of the State of Wyoming and City of Sheridan, Wyoming of the Application to Transfer Ownership of the License to Assignee; and
 - b. Payment of the amount owed by Assignee to Assignor for the License as set forth in that contract between the parties; and
 - c. If such approval and/or payment is not obtained for any reason, this Assignment shall be void.
2. This assignment is fully subject to all applicable State of Wyoming and City of Sheridan, Wyoming laws, ordinances, and regulations.

DATED the 2nd day of January, 2023.

Pony Lounge and Frontier Liquor, Inc.

By: _____

Shareholder



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-22-40, Resolution 02-23, Vacate 1,932.3 sq ft of the East-West Alley Adjacent to Lots 1-6, Located North of 835 and 845 Olive St - Community Development Director Wade Sanner

From: Wade Sanner, Community Development Director

To: Mayor and Council

CC:

Date: 12/16/2022

Recommendation:

Public Hearing for PL-22-40, Resolution 02-23. The applicants, Colt Lasco, Rex J. Randall, Mark A. Peacock, Austin M. Peacock, Daniel Lehman and Lorraine Lehman, are requesting to vacate 1,932.3 sq ft of the east-west alley adjacent to lots 1 through 6, Block 18 Coffeen's Second Addition. Zoned R-2 Residence District. Located north of 835 and 845 Olive St.

Background:

The applicants, Colt Lasco, Rex J. Randall, Mark A. Peacock, Austin M. Peacock, Daniel Lehman, and Lorraine Lehman, are requesting to vacate 1,923.3 square feet of the east/west alley right-of-way located north of 835 and 845 Olive Street of Block 18 of Coffeen's Second Addition Subdivision.

The proposed alley to be vacated runs east/west is adjacent to the south of properties addressed as: 840 Park Street, 842 Park Street, and 850 Park Street, and adjacent to the north of properties addressed as: 835 Olive Street and 845 Olive Street.

Block 18 of Coffeen's Second Addition Subdivision contains a "T"-shaped 15-foot wide alley that runs north and south between the adjacent lots. In addition, approximately mid-alley, the east/west portion of the alley extends from the east to Carrington Street as a 15-foot right-of-way between lots 1-6. This is the portion proposed to be vacated. Surrounding properties include single-family homes zoned R-2. The adjacent property owners are proposing to vacate the existing alley to be incorporated into the adjacent properties. The alley is not improved, is overgrown, and contains a detached garage. The existing utility easement will remain in place for the overhead powerline.

Nearest neighbor letters were sent to property owners within a 300-foot radius. Staff has received no comments or inquiries at the time of writing this staff report. Affected entity letters have been sent 30 days prior to the application, 2 affected entities have sent letters in support of the proposed vacation.

Discussion:

Per Appendix B, Section 205 of the Sheridan Municipal Code:

A. Any plat may be vacated by the owners or proprietors thereof at any time before the sale of any lots, or before the subdivider has made substantial improvements in the subdivision, by submitting a copy of the plat to the Planning Commission, along with a written request for the vacation. In cases where lots have been sold, the written request shall be by all the owners of lots within the portion of the plat proposed to be vacated. The City Council shall approve or disapprove the vacation. The recording of an instrument vacating the plat shall operate to destroy the force and effect of the recording of the original plat and to divest all public rights in the streets, alleys, commons and public grounds laid out or described in such a plat.

B. Public rights-of-way or public easements which were dedicated under the provisions of these regulations, or laid out under any prior law of the State of Wyoming regulating plats, may be altered or vacated by resolution of the City Council, or in the case of an administrative replat, by action of the Public Works Director following a public hearing for which public notice has been given in a newspaper of general circulation at least seven days prior to the hearing.

C. Prior to consideration of any request to vacate or alter any platted public right-of-way or easement, the owner(s) of the land encumbered thereby must provide proof that all grantees having interest in the right-of-way/easement, including public and private utilities, have been notified twice in writing via certified mail of the owner's request to vacate or alter the easement. The first notification must occur at least thirty calendar days prior to any action by the City Council or Public Works Director. Alteration or vacation of the public right-of-way/easements may be considered as part of the subdivision application.

D. Any part of a plat may be vacated provided such vacating does not abridge or destroy any of the rights and privileges of other proprietors in said plat; and provided, further, that nothing contained in this section shall authorize the closing or obstruction of any public highways. The request for vacation shall be made by all the owners of lots within that portion of the plat sought to be vacated.

E. When any streets and alleys are vacated, the area vacated shall be conveyed to all lots or parcels adjacent to the street or alley being vacated in equal proportions or as prescribed by the petitioners. When public grounds are vacated, the area vacated shall be disposed of in accordance with Wyoming Statutes.

Attachments

Aerial

Vacation Petition

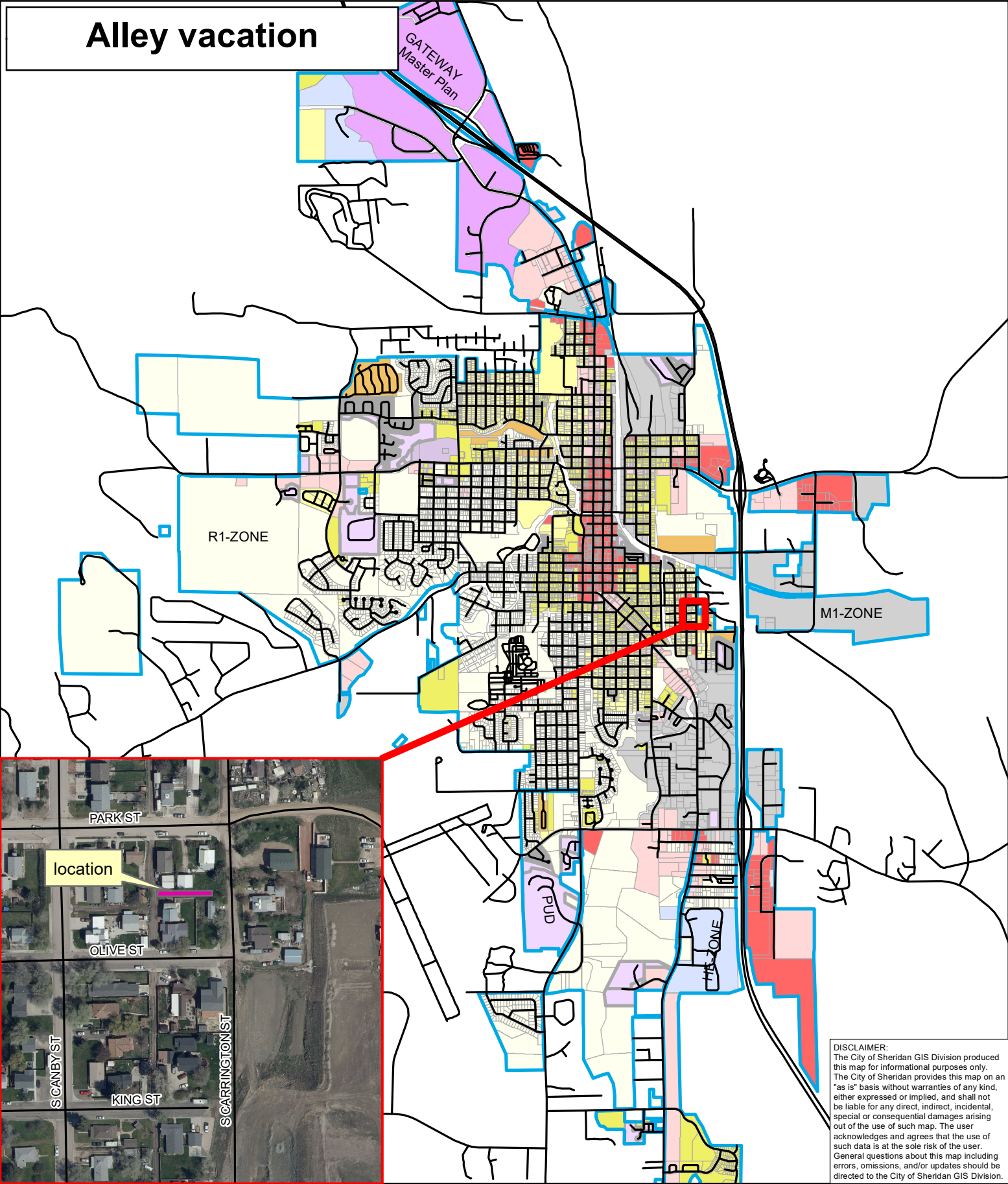
Vacation Exhibit

Vacation Letter I

Vacation Letter II

Resolution 02-23

Alley vacation



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.



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



0 0.275 0.55 1.1 Miles

PETITION FOR RIGHT-OF-WAY VACATION

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

Pursuant to the provisions of Sheridan City Code Appendix B§ 205, and applicable state statutes, the undersigned landowner(s) respectfully petition and show the City Council as follows:

1. This is a petition for the vacation of right-of-way within the city limits of Sheridan, Wyoming, having a legal description as follows:

THE EAST-WEST ALLEY ADJACENT TO LOTS 1 THROUGH 6, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE ALONG THE SOUTH BOUNDARY OF SAID LOT 1, 2 AND 3 ON A BEARING OF N 89°05'14" E A DISTANCE OF 120.89 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE S 0°05'02" E A DISTANCE OF 16.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE ALONG THE NORTH LINE OF SAID LOTS 4, 5 AND 6 ON A BEARING OF S 89°05'14" W A DISTANCE OF 120.65 FEET TO THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 0°54'56" W A DISTANCE OF 16.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 1932.3 SQUARE FEET, MORE OR LESS.

2. **Colt Lasco, Rex J. Randall, Mark A. and Austin M. Peacock, and Daniel and Lorraine Lehman** are the owners of abutting property who have signed this petition for vacation.
3. A survey of the area sought to be vacated is attached hereto and made a part hereof.
4. The petitioners certify that they represent a majority of the property owners, owning a majority of the property abutting the right-of-way to be vacated.
5. Petitioners hereby request that said lands be vacated for the following reason(s):

The alley has not been utilized as a traveled way for at least 50 years. The block has a North-South alley and an additional East-West alley to the West in Block 18 of Coffeen's Second Addition Amended Plat that doesn't line-up with the proposed alley to be vacated. These alleys provide ample access for garbage pickup and other uses. The existing and future utilities in the alley proposed to be vacated will remain under general utility easements. The adjacent land owners would like the additional area to be fenced and maintained as they see fit. Vacating the alley would also put the area back onto the tax rolls generating additional revenue for the City and the County.

Therefore, Petitioners pray said right-or-way be vacated pursuant to and in accordance with the applicable Wyoming Statutes and City Ordinances after proper notice and public hearing.

Dated this 5th day of November, 2022.

Signed by the Petitioners:

Colt Lasco
Colt Lasco

Rex J. Randall
Rex J. Randall

Mark A. Peacock
Mark A. Peacock

Daniel Lehman
Daniel Lehman

Austin M. Peacock
Austin M. Peacock

Lorraine Lehman
Lorraine Lehman

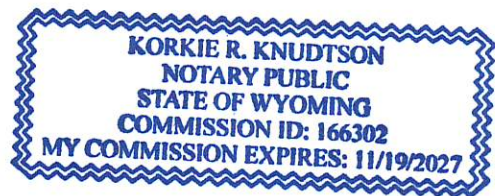
STATE OF Wyoming)
) ss
COUNTY OF Sheridan)

The above and foregoing was subscribed, sworn to, and acknowledged before me by
_____ this 5 day of November, 2022.

Colt Lasco
Rex J. Randall
Mark A. & Austin M. Peacock
Daniel & Lorraine Lehman

Korkie R. Knudtson
Notary Public

My Commission Expires: 11/19/2027



ROW/Public Easement Vacation Submittal Checklist

Description: *Vacation of right-of-way or other public easement is the process by which the city (public) releases ownership or right to use property, and conveys that ownership or right to private property owners.*

A vacation application can be found at sheridanwy.viewpointcloud.com/

Submittal Items:

- ☐ An executed (signed and notarized) petition requesting vacation.
- ☐ A \$150 application review fee
- ☐ List of all impacted parties (including public and private utilities) in electronic format for notification purposes. Staff will notify impacted parties twice, with the first notice at least 30 days prior to any proposed hearing or administrative action.
- ☐ For initial review, a vacation exhibit prepared by a licensed surveyor showing the following information:
 1. A written legal description
 2. Boundaries of the area to be vacated, drawn to scale, and showing all bearings and distances.
 3. Courthouse recording information for the plat or instrument that established the ROW or public easement.
 4. Existing structures on property impacted by the easement or abutting the ROW to be vacated.
 5. Title, scale, scale bar, north arrow, name and address of petitioners, name and address of preparer along with surveyor's signature and seal (licensed within the State of Wyoming)
- ☐ An additional 3 copies of the petition and exhibit for Planning Commission packets.
- ☐ Evidence by deed or other staff approved documentation, that the applicant is the record owner of the property with the easement or an adjacent owner of the ROW to be vacated.
- ☐ Evidence that all impacted parties (including public and private utilities) have been notified twice in writing via certified mail, with the first notice being at least 30 days prior to any proposed hearing.
- ☐ Other documents that may be determined as part of the pre-application meeting, or staff review.

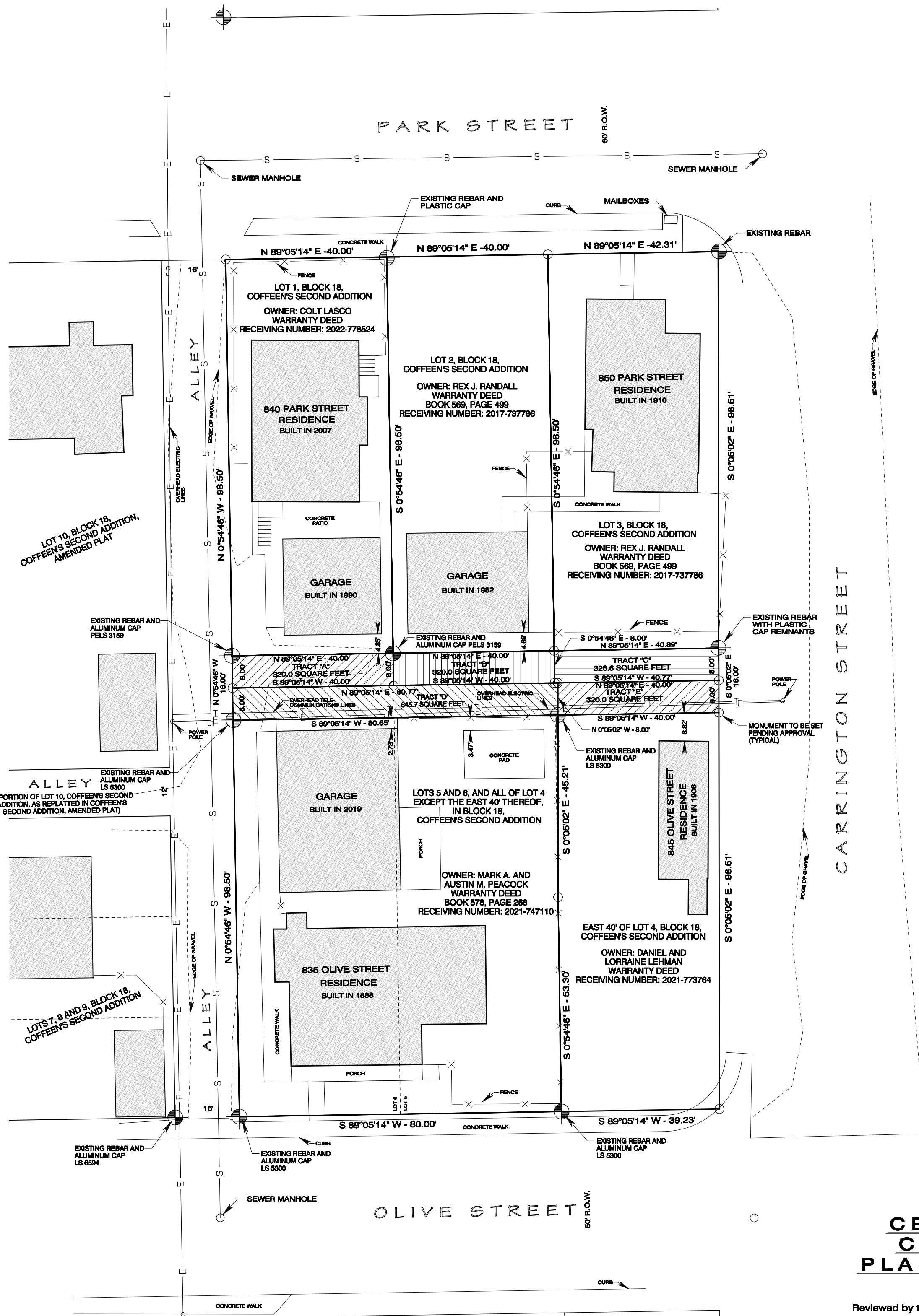
Post Approval/Plat Filing Items:

- ☐ Final copy of vacation exhibit
- ☐ \$75 Filing fee + \$2 per square foot of ROW vacated.

Last Revised: 1/8/2021

DETAIL

GRAPHIC SCALE 1"=20'
BASIS OF BEARING IS WYOMING STATE PLANE NAD 1983 (EAST CENTRAL ZONE).
PROPERTIES ARE ZONED R - 2.



CERTIFICATE of SURVEYOR

State of Wyoming } ss
County of Sheridan }

I, David L. Randall, of Sheridan, Wyoming being a duly registered Professional Engineer and Land Surveyor in the State of Wyoming do hereby certify that this map was made from field notes of an actual survey performed by me or under my direct supervision in September and October of 2022 and that this map correctly represents all of the data shown hereon.

Registration No. 3159 PE & LS

CIVIL ENGINEER AND LAND SURVEYOR

ALLEY VACATION DESCRIPTION

THE EAST-WEST ALLEY ADJACENT TO LOTS 1 THROUGH 6, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE ALONG THE SOUTH BOUNDARY OF SAID LOT 1, 2 AND 3, ON A BEARING OF N 89°05'14" E A DISTANCE OF 120.88 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE S 0°05'02" E A DISTANCE OF 16.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE ALONG THE NORTH LINE OF SAID LOTS 4, 5 AND 6 ON A BEARING OF S 89°05'14" W A DISTANCE OF 120.88 FEET TO THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 0°54'46" W A DISTANCE OF 16.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 1932.3 SQUARE FEET, MORE OR LESS.

TRACT "A" DESCRIPTION

THE NORTH 1/4 OF THE EAST-WEST ALLEY ADJACENT TO LOT 1, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE ALONG THE SOUTH BOUNDARY OF SAID LOT 1 ON A BEARING OF N 89°05'14" E A DISTANCE OF 40.00 FEET; THENCE S 0°54'46" E A DISTANCE OF 8.00 FEET; THENCE S 89°05'14" W A DISTANCE OF 40.00 FEET; THENCE N 0°54'46" W A DISTANCE OF 8.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 320.0 SQUARE FEET, MORE OR LESS.

TRACT "B" DESCRIPTION

THE NORTH 1/4 OF THE ALLEY ADJACENT TO LOT 2, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 2; THENCE ALONG THE SOUTH BOUNDARY OF SAID LOT 2 ON A BEARING OF N 89°05'14" E A DISTANCE OF 40.00 FEET; THENCE S 0°54'46" E A DISTANCE OF 8.00 FEET; THENCE S 89°05'14" W A DISTANCE OF 40.00 FEET; THENCE N 0°54'46" W A DISTANCE OF 8.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 320.0 SQUARE FEET, MORE OR LESS.

TRACT "C" DESCRIPTION

THE NORTH 1/4 OF THE ALLEY ADJACENT TO LOT 3, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 3; THENCE ALONG THE SOUTH BOUNDARY OF SAID LOT 3 ON A BEARING OF N 89°05'14" E A DISTANCE OF 40.00 FEET; THENCE S 0°54'46" E A DISTANCE OF 8.00 FEET; THENCE S 89°05'14" W A DISTANCE OF 40.00 FEET; THENCE N 0°54'46" W A DISTANCE OF 8.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 326.6 SQUARE FEET, MORE OR LESS.

TRACT "D" DESCRIPTION

THE SOUTH 1/4 OF THE EAST-WEST ALLEY ADJACENT TO LOTS 5 AND 6, AND LOT 4 EXCEPT THE EAST 40' THEREOF, IN BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 0°54'46" W A DISTANCE OF 8.00 FEET; THENCE N 89°05'14" E A DISTANCE OF 80.77 FEET; THENCE S 0°05'02" E A DISTANCE OF 8.00 FEET TO A POINT ON THE NORTH BOUNDARY OF SAID LOT 4; THENCE ALONG THE NORTH BOUNDARY OF SAID LOTS 4, 5 AND 6 ON A BEARING OF S 89°05'14" W A DISTANCE OF 80.66 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 645.7 SQUARE FEET, MORE OR LESS.

TRACT "E" DESCRIPTION

THE SOUTH 1/4 OF THE ALLEY ADJACENT TO THE EAST 40 FEET OF LOT 4, BLOCK 18, COFFEEN'S SECOND ADDITION TO THE TOWN, NOW CITY OF SHERIDAN, WYOMING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 4; THENCE ALONG THE NORTH BOUNDARY OF SAID LOT 4 ON A BEARING OF S 89°05'14" W A DISTANCE OF 40.00 FEET; THENCE N 0°05'12" W A DISTANCE OF 8.00 FEET; THENCE N 89°05'14" E A DISTANCE OF 40.00 FEET; THENCE S 0°05'02" E A DISTANCE OF 8.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 320.0 SQUARE FEET, MORE OR LESS.

CERTIFICATE of the CITY of SHERIDAN PLANNING COMMISSION

Reviewed by the City of Sheridan Planning Commission this _____ day of _____, 2022.

NAME: VICE-CHAIRMAN

CHAIRMAN

CITY of SHERIDAN CERTIFICATE of APPROVAL

Approved by the City Council of the City of Sheridan, Wyoming, this _____ day of _____, 2022.

NAME: CITY CLERK

MAYOR

CERTIFICATE of OWNERS

The undersigned owners, being Colt Lasco (840 Park Street), Rex J. Randall (850 Park Street), Mark A. and Austin M. Peacock (835 Olive Street), and Daniel and Lorraine Lehman (845 Olive Street), do hereby certify that they are the owners of properties lying adjacent to and contiguous with the lands subject to the petition to vacate public right-of-way in the City of Sheridan, Wyoming.

That the undersigned owners hereby acknowledge that this map and accompanying petition to vacate public right-of-way in the City of Sheridan, Wyoming, are being submitted to the City of Sheridan City Council for approval and was prepared with the free consent and in accordance with the desires of the undersigned owners.

That the lands petitioned to be vacated will maintain utility easements for the public use for the purpose of installing, repairing, reinstalling, replacing and maintaining sewer lines, water lines, gas lines, electric lines, telecommunications lines, cable TV lines and other forms and types of public utilities now or hereafter generally utilized by the public.

Executed by:

Colt Lasco (Owner of 840 Park Street)

State of Wyoming } ss
County of Sheridan }

The foregoing instrument was acknowledged before me by Colt Lasco on this _____ day of _____, 2022.

My commission expires: _____.

Rex J. Randall (Owner of 850 Park Street)

State of Wyoming } ss
County of Sheridan }

The foregoing instrument was acknowledged before me by Rex J. Randall on this _____ day of _____, 2022.

My commission expires: _____.

Mark A. and Austin M. Peacock (Owners of 835 Olive Street)

State of Wyoming } ss
County of Sheridan }

The foregoing instrument was acknowledged before me by Mark A. and Austin M. Peacock on this _____ day of _____, 2022.

My commission expires: _____.

Daniel and Lorraine Lehman (Owners of 845 Olive Street)

State of Wyoming } ss
County of Sheridan }

The foregoing instrument was acknowledged before me by Daniel and Lorraine Lehman on this _____ day of _____, 2022.

My commission expires: _____.

DIRECTOR of PUBLIC WORKS CERTIFICATE of APPROVAL

This map and accompanying petition for vacation have been prepared in accordance with the requirements and procedures outlined by the City of Sheridan, Wyoming and certified this _____ day of _____, 2022 by the Director of Public Works of Sheridan, Wyoming.

CERTIFICATE of RECORDER

State of Wyoming } ss
County of Sheridan }

This plat was filed for record in the Office of the Clerk and Recorder at _____ O'Clock _____ M., this _____ day of _____, 2022, and is duly recorded in Book _____, Page No. _____, and is receiving number _____.

COUNTY CLERK

LOCATION

SCALE: 1" = 1000'



ALLEY, PETITIONED TO BE VACATED

N



MAP
to accompany

PETITION TO VACATE

THE EAST-WEST ALLEY IN BLOCK 18

of
COFFEEN'S SECOND ADDITION

to the

TOWN, now CITY of SHERIDAN
SHERIDAN COUNTY, WYOMING

adjacent to parcels ADDRESSED as

840 PARK STREET, 850 PARK STREET,
835 OLIVE STREET and 845 OLIVE STREET

for

MARK PEACOCK, ET AL
835 OLIVE STREET
SHERIDAN, WYOMING 82801

alley vacation with utility easements left in place in Coffeen Addition

2 messages

Sue Goodman <sgoodman@sheridanwy.gov>

Mon, Dec 19, 2022 at 10:48 AM

To: "Lawler, Christopher" <Christopher.Lawler@mdu.com>, zjon.may@range.net, Tracy Jones <tracyj@precop.coop>, Dan Coughlin <dcoughlin@sheridancounty.com>, Carson Steinhorst <Carson.Steinhorst@mdu.com>, Brenda Kekich <elections@sheridancounty.com>, Lynn Hartje <lynn.hartje@mdu.com>, Nathan Pierson <Nathan.Pierson@charter.com>, Shelby Allen <Shelby.Allen@centurylink.com>

The surrounding owners are asking to vacate the east/west alley north of 835 and 845 Olive. Please let me know if you have any questions.

It goes to Council on January 16th at 7PM.

Sue Goodman
Planning Technician
City of Sheridan
307.675.4226



3 attachments



PARK_STREET_ALLEY_VACATION_SURVEY_Wed_Nov_16_2022_10-36-32.pdf
8019K



PETITION_FOR_ALLEY_VACATION_Wed_Nov_16_2022_10-35-39.pdf
803K



aerial.pdf
802K

Allen, Shelby <Shelby.Allen@lumen.com>

Mon, Dec 19, 2022 at 11:41 AM

To: Sue Goodman <sgoodman@sheridanwy.gov>

No objection from Lumen/CenturyLink

Mr. Shelby Allen

OSP Engineering

Gillette Wyoming

Ph: 307-682-7241

Cell: 307-299-8468

LUMEN

[Quoted text hidden]

This communication is the property of Lumen Technologies and may contain confidential or privileged information. Unauthorized use of this communication is strictly prohibited and may be unlawful. If you have received this

communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the communication and any attachments.

alley vacation with utility easements left in place in Coffeen Addition

5 messages

Sue Goodman <sgoodman@sheridanwy.gov>

Mon, Dec 19, 2022 at 10:48 AM

To: "Lawler, Christopher" <Christopher.Lawler@mdu.com>, zjon.may@range.net, Tracy Jones <tracyj@precop.coop>, Dan Coughlin <dcoughlin@sheridancounty.com>, Carson Steinhorst <Carson.Steinhorst@mdu.com>, Brenda Kekich <elections@sheridancounty.com>, Lynn Hartje <lynn.hartje@mdu.com>, Nathan Pierson <Nathan.Pierson@charter.com>, Shelby Allen <Shelby.Allen@centurylink.com>

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Sue Goodman
Planning Technician
City of Sheridan
307.675.4226



3 attachments



PARK_STREET_ALLEY_VACATION_SURVEY_Wed_Nov_16_2022_10-36-32.pdf
8019K



PETITION_FOR_ALLEY_VACATION_Wed_Nov_16_2022_10-35-39.pdf
803K



aerial.pdf
802K

Allen, Shelby <Shelby.Allen@lumen.com>

Mon, Dec 19, 2022 at 11:41 AM

To: Sue Goodman <sgoodman@sheridanwy.gov>

No objection from Lumen/CenturyLink

Mr. Shelby Allen

OSP Engineering

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Ph: 307-682-7241

Cell: 307-299-8468

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communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the communication and any attachments.

Sue Goodman <sgoodman@sheridanwy.gov>
To: "Allen, Shelby" <Shelby.Allen@lumen.com>

Mon, Dec 19, 2022 at 11:44 AM

Thanks!

Sue Goodman
Planning Technician
City of Sheridan
307.675.4226



[Quoted text hidden]

Dan Coughlin <dcoughlin@sheridancountywy.gov>
To: Sue Goodman <sgoodman@sheridanwy.gov>

Mon, Dec 19, 2022 at 2:31 PM

Sue,

SAWSJPB has no water infrastructure in the area of this petition. Therefore SAWSJPB has no comment or objection.

Dan Coughlin

Administrator

307-675-2931

dcoughlin@sheridancountywy.gov

SAWSJPB Web Site: [SAWS \(Sheridan Area Water Supply\) - Sheridan County Wyoming](#)

Sheridan County Mapping: <https://maps.greenwoodmap.com/sheridan/>

City of Sheridan Mapping: [City Of Sheridan, WY \(sheridanwy.net\)](http://CityOfSheridan.WY)

From: Sue Goodman <sgoodman@sheridanwy.gov>

Sent: Monday, December 19, 2022 10:49 AM

To: Lawler, Christopher <Christopher.Lawler@mdu.com>; zjon.may@range.net; Tracy Jones <tracyj@precorp.coop>; Dan Coughlin <dcoughlin@sheridancountywy.gov>; Carson Steinhorst <Carson.Steinhorst@mdu.com>; DG Elections <elections@sheridancountywy.gov>; Lynn Hartje <lynn.hartje@mdu.com>; Nathan Pierson <Nathan.Pierson@charter.com>; Shelby Allen <Shelby.Allen@centurylink.com>

Subject: alley vacation with utility easements left in place in Coffeen Addition

[NOTICE: This message originated outside of the Sheridan County mail system -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

[Quoted text hidden]

Zjon May <zjon.may@range.net>
To: Sue Goodman <sgoodman@sheridanwy.gov>

Mon, Dec 19, 2022 at 2:58 PM

Hello Sue, Range dba Advanced Communications Technology, Inc. does not have any objections. We do not have any facilities in the area.

Thanks,



R
A
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G
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.
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T



Zjon May

REGIONAL ENGINEERING MANAGER

290 N Brooks St • Sheridan, WY 82801

📞 307.673.0910 • 📠 307.675.0907 • 📠 406.351.2480

zjon.may@range.net

From: Sue Goodman <sgoodman@sheridanwy.gov>

Sent: Monday, December 19, 2022 10:49 AM

To: Lawler, Christopher <Christopher.Lawler@mdu.com>; Zjon May <zjon.may@range.net>; Tracy Jones <tracyj@precop.coop>; Dan Coughlin <dcoughlin@sheridancounty.com>; Carson Steinhorst <Carson.Steinhorst@mdu.com>; Brenda Kekich <elections@sheridancounty.com>; Lynn Hartje <lynn.hartje@mdu.com>; Nathan Pierson <Nathan.Pierson@charter.com>; Shelby Allen <Shelby.Allen@centurylink.com>

Subject: alley vacation with utility easements left in place in Coffeen Addition

****CAUTION: This email came from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.****

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CITY OF SHERIDAN
RESOLUTION 02-23

A RESOLUTION vacating 1,932.3 square feet of the alley right-of-way, located adjacent to the north of 835 and 845 Olive Street in Block 18 of the Coffeen’s Second Addition Subdivision.

Whereas, the property owners at 840 Park Street, 842 Park Street, 850 Park Street, 835 Olive Street, and 845 Olive Street adjacent to the alley ROW have petitioned the City Council requesting that the alley right-of-way be vacated; and

Whereas, this request for a right-of-way vacation meets the requirements of Sheridan City Code §205;

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

That alley adjacent to the north of 835 and 845 Olive Street, located in Block 18 of the Coffeen’s Second Addition Subdivision to the City of Sheridan, is hereby vacated.

Passed, approved and adopted this _____ day of _____, 2023.

Richard Bridger, Mayor

Attest:

Cecilia Good, City Clerk

State of Wyoming)
)SS
County of Sheridan)

Subscribed and sworn to (or affirmed) before me this _____ day of _____, 2023 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

Planning

MEMORANDUM

Project Name: Public Hearing for PL-22-27, Resolution 03-23, Ali-Minor Subdivision - Community Development
From: Wade Sanner, Community Development Director
To: Mayor and Council
CC:
Date: 01/11/2023

Recommendation:

Public Hearing for PL-22-27, Resolution 03-23, Ali-Minor Subdivision. The applicants, Ali Kamran Kohnjani and Mitra Varamini, are requesting to replat 39,406 sq feet from 3 lots into 2 lots. Zoned R-1 Residence District. Located at 1681 Edwards Dr. and S. Main St. (PIN 56843447211425 and 56843447211925).

Background:

The applicants, Ali Kamran Kohnjani and Mitra Varamini, are requesting to replat 39,406 sq feet from 3 lots into 2 lots. Located at 1681 Edwards Dr. and S. Main St. (PIN 56843447211425 and 56843447211925). The property is listed as Lots 12, 16 and 17 of the Colony South Addition Subdivision, zoned R-1 Residence District.

Properties to the west, south and east are single-family homes zoned R-1. The properties to the north are vacant properties zoned R-1. Per Sheridan County Assessor, the property (Lot 12) contains a 2,471 square foot home built in 1977, Lots 16 and 17 are vacant. The applicant is proposing to consolidate Lots 16 and 17 into one lot, while shifting the northern property line of Lot 12 to the north. The applicant is proposing the following lot sizes:

	Acres	Sq. Ft.
Lot 1	0.5	21,782
Lot 2	0.4	17,624

EASEMENTS

The applicant is proposing a 20-foot wide cable television and utility easement, which currently exists along the northern property of Lot 12 (future Lot 2). An existing utility line currently exists in the easement, the applicant is codifying the location of the existing utility line in the proposed subdivision.

DEPTH-TO-FRONT RATIO VARIANCE

The applicant is proposing a depth-to-front ratio variance for Lot 2. Per Appendix B, Section 505 of the Sheridan Municipal Code, the depth-to-front ratio of lots shall not exceed 2.5 to 1. The applicant is proposing a depth-to-front ratio of 3.6 to 1.

ACCESS

Lot 2 is accessed to the south via Edwards Drive, utilizing the existing drive. Access to the north of Lot 1 will be via South Main Street.

GRADE

There is a 20-foot grade change along the northern portion of Lot 2. Lot 1 levels off and then has a 4-foot grade change to South Main Street.

PLANNING COMMISSION

This item was heard by the Planning Commission on January 9, 2023. A number of residents brought up inquiries regarding the project. Specifically, residents were concerned that construction would occur on the property to the northwest which is not being proposed as part of this subdivision, nor is the property being proposed for development. No objections were raised to the proposed subdivision. The Planning Commission unanimously sent a positive recommendation to the City Council.

Discussion:

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

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

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

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

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

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

The proposed subdivision conforms to the Zoning Ordinance.

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

This proposed subdivision is outside the Airport influence area.

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

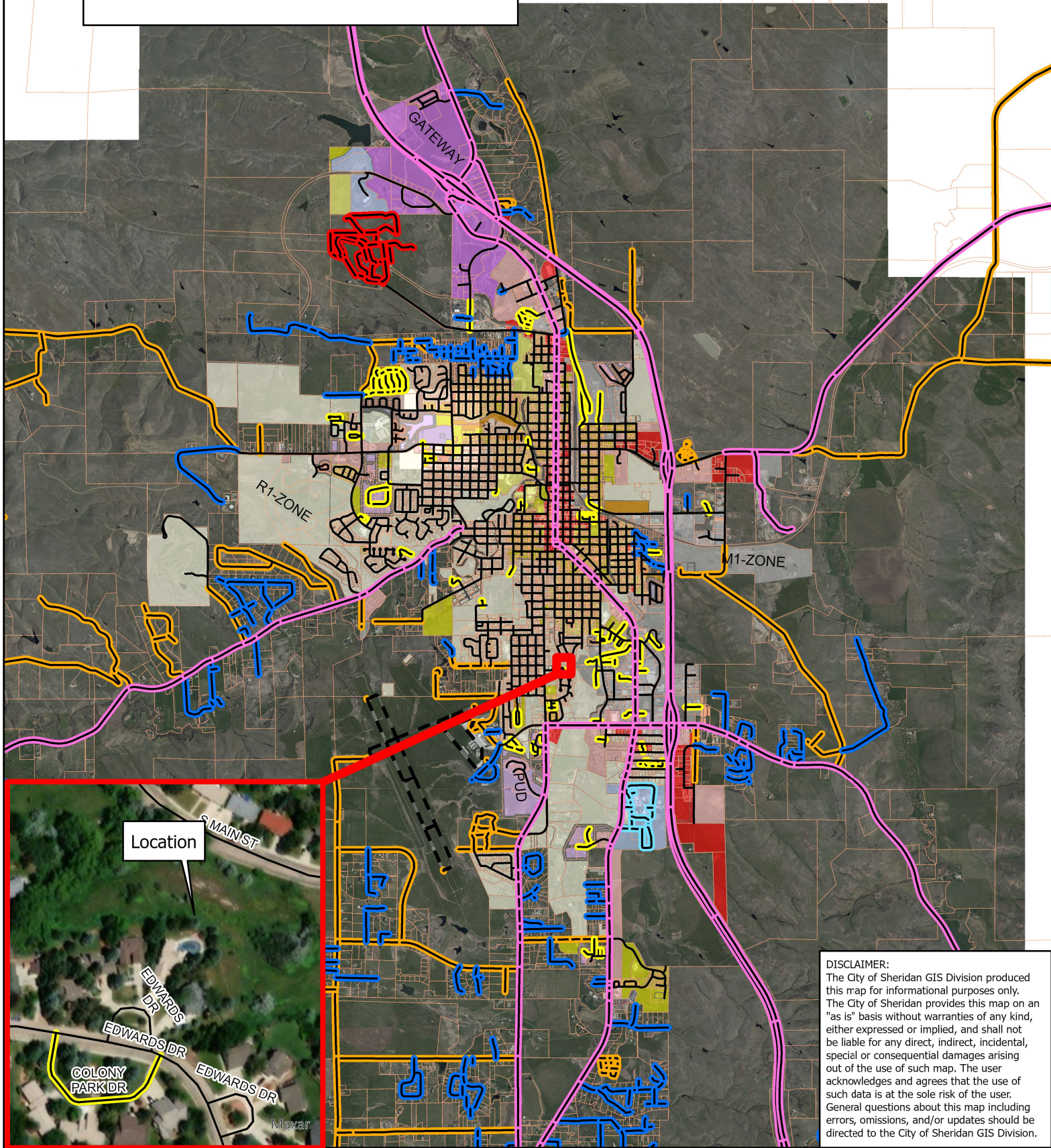
Water and sewer lines already exist in the South Main Street right-of-way. Future water and sewer connections will tap in to these lines.

Staff has no further comments at this time.

Attachments

Aerial
Subdivision Plat
Variance Letter
Resolution 03-23

1681 Edwards Dr



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.

Legend

Roads

- County Road
- Forest Service Road
- Private Road
- PUBLIC ROAD
- City of Sheridan Road

- Sheridan College Road
- Sheridan County Airport
- State of Wyoming Road
- VA Road
- Parcels

Zoning City

- R1 - Residence District
- R2 - Residence District
- R3 - Residence District
- R4 - Residence District
- B1 - Business District



N

Miles 0 3/4 1 1/2

Date: 12/19/2022 11:37 AM User: sgoodman

THIS PLAT IS A RE-SUBDIVISION OF COLONY SOUTH ADDITION, BLOCK 3, LOT 12, LOT 16 & LOT 17, AS RECORDED IN BOOK 1, OF PLATS, PAGE 140, OF THE RECORDS OF THE SHERIDAN COUNTY CLERK. ALL EARLIER PLATS OR PORTIONS THEREOF ENCOMPASSED BY THE BOUNDARIES OF THIS PLAT ARE HEREBY VACATED.

LEGEND

◆ FOUND ALUM. CAP (AS NOTED)
● FOUND 5/8" REBAR (AS NOTED)
◎ SET 1 1/2" ALUM. CAP PER PE-LS 6814
WC WITNESS CORNER
(R) RECORD
(M) MEASURED
POB POINT OF BEGINNING
— BOUNDARY LINE
--- EASEMENT OR BUILDING SETBACK OF RECORD

A RESUBDIVISION OF
LOT 12, BLOCK 3, COLONY SOUTH ADDITION,
LOT 16, BLOCK 3, COLONY SOUTH ADDITION,
LOT 17, BLOCK 3, COLONY SOUTH ADDITION,
CITY OF SHERIDAN, WYOMING

**TOTAL AREA = ±39,406 SF
(± 0.90 ACRES)
NUMBER OF LOTS - 2
LOTS ZONED: RESIDENTIAL**

KNOWN ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED ALI KAMRAN KOHNJANI AND MITRA VARAMINI BEING THE OWNERS, PROPRIETORS OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DOES HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS **ALI - MINOR SUBDIVISION** IS A RESUBDIVISION OF LOT 12, LOT 16 & LOT 17, BLOCK 3, COLONY SOUTH ADDITION, CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, LOCATED IN THE NESE, SESE, SECTION 34, T.56N., R.84W., 6TH P.M., AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

[illegible]

SAID SUBDIVISION CONTAINS **±39,406 S.F. (±0.90 ACRES)** OF LAND, MORE OR LESS.

THE **ALI - MINOR SUBDIVISION** AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER(S) AND PROPRIETOR(S); AND THAT THIS IS A CORRECT PLAT OF THE AREA AND EASEMENTS AS SHOWN.

THE UNDER SIGNED OWNER(S) OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DO HEREBY DEDICATE TO THE CITY OF SHERIDAN AND IT'S LICENSEES FOR PUBLIC USE OF ALL EASEMENTS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE.

TILITY EASEMENTS WITHIN THE BOUNDARY LINES, AS DESIGNATED ON THIS PLAT ARE HEREBY DEDICATED TO THE CITY OF SHERIDAN AND ITS LICENSEES FOR PUBLIC USE FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWERS, WATERLINES, GAS LINES, ELECTRIC LINES, TELEPHONE LINES, CABLE TV LINES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC.

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STAT OF WYOMING ARE
HEREBY WAIVED AND RELEASED.
THE UNDERSIGNED HAVE CAUSED THESE PRESENTS TO BE SIGNED THIS _____ DAY OF _____, 20_____.

ALI KAMRAN KOHNJANI _____ MITRA VARAMINI _____

STATE OF WYOMING)
).SS
COUNTY OF SHERIDAN)

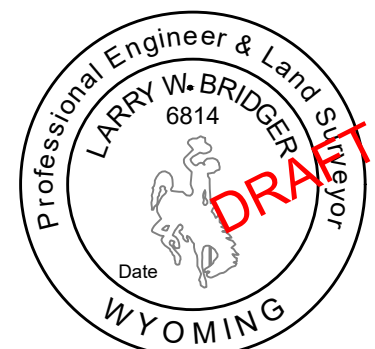
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BY ALI KAMRAN KOHNJANI AND MITRA VARAMINI
KOHNJANI, OWNERS BEFORE ME THIS _____ DAY OF _____, 20_____.
WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES _____.

NOTARY PUBLIC

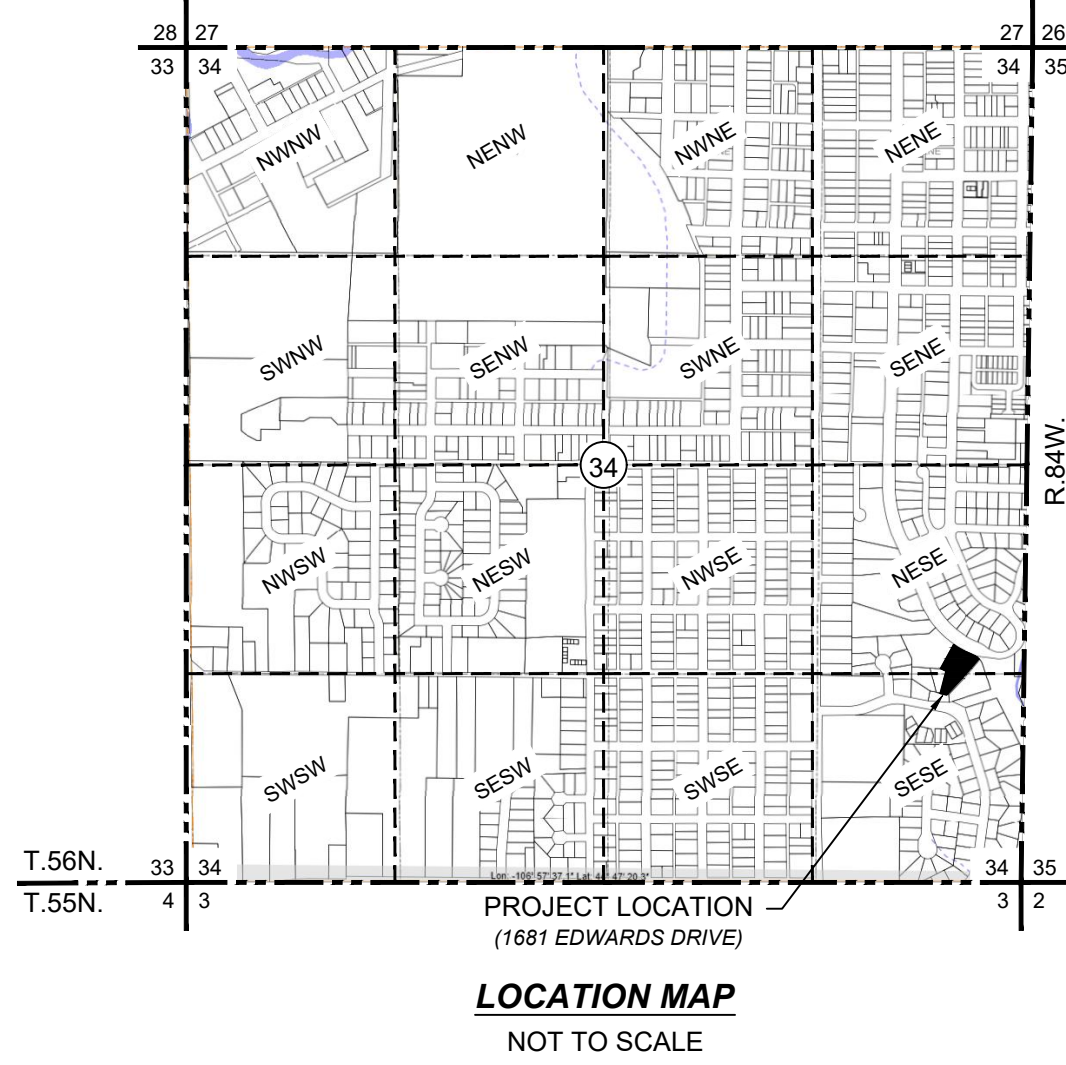
1. BEARINGS ARE BASED ON THE WYOMING COORDINATE SYSTEM NAD 1983, EAST CENTRAL ZONE. DISTANCES ARE SURFACE DISTANCES.
2. THE ORIGINAL COMBINED AREA OF LOTS 12, 16 & 17, BLOCK 3 COLONY SOUTH ADDITION WAS ±39.406 S.F. (±0.90 ACRES OF LAND), MORE OR LESS. THE ***ALI - MINOR SUBDIVISION*** LOTS AS SHOWN CONTAIN:
LOT 1. ***ALI - MINOR SUBDIVISION*** = ±21,782 S.F. (±0.50 ACRES OF LAND), MORE OR LESS
LOT 2. ***ALI - MINOR SUBDIVISION*** = ±17,624 S.F. (±0.40 ACRES OF LAND), MORE OR LESS
3. BUILDING LINES AND EASEMENTS OF RECORD OBTAINED FROM THE COLONY SOUTH ADDITION SUBDIVISION PLAT ON RECORD IN THE FILES OF THE SHERIDAN COUNTY CLERK & RECORDER'S OFFICE IN PLAT BOOK 1, PAGE 140. NO TITLE SEARCH WAS PERFORMED BY FDL CONSULTING, LLC.
4. A GEOTECHNICAL EVALUATION MUST BE PERFORMED FOR EACH LOT TO ENSURE PROPER FOUNDATION DESIGN PRIOR TO INSTALLATION OF A BUILDING PERMIT.

STATE OF WYOMING)
) :SS
COUNTY OF SHERIDAN)

I, LARRY W. BRIDGER, A DULY REGISTERED PROFESSIONAL ENGINEER AND LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY STATE THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF **ALL - MINOR SUBDIVISION**, AS LAID OUT PLATTED, DEDICATED AND SHOWN HEREON, THAT THIS PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY CONDUCTED BY ME OR UNDER MY DIRECT SUPERVISION AND CORRECTLY SHOWS THE LOCATION AND DIMENSIONS OF ALL LOTS, EASEMENTS AND PRIVATE AVENUE OF SAID SUBDIVISION IN COMPLIANCE WITH THE COUNTY OF SHERIDAN REGULATION GOVERNING THE SUBDIVISION OF LAND.



"PLAT IS VALID ONLY IF PRINT HAS ORIGINAL SIGNATURE SIGNED AND DATED"



THE FOREGOING MINOR SUBDIVISION PLAT WAS COMPLETED IN ACCORDANCE WITH CITY OF
SHERIDAN CODE, APPENDIX B SECTION 403, AND IS CERTIFIED TO BE EFFECTIVE AS OF
THIS DAY OF 20 .

ATTEST: CITY CLERK _____ MAYOR _____

THIS PLAT HAS BEEN PREPARED IN ACCORDANCE WITH THE REQUIREMENTS AND PROCEDURES

THIS _____ DAY OF _____, 20_____, BY THE DIRECTOR OF PUBLIC WORKS
SHERIDAN, WYOMING.

DIRECTOR OF PUBLIC WORKS

REVIEWED BY THE CITY OF SHERIDAN PLANNING COMMISSION
THIS _____ DAY OF _____ 20_____.

ATTEST: VICE-CHAIRMAN _____ CHAIRMAN _____

THE UNDERSIGNED _____, HEREINAFTER MORTGAGEE, HOLDS A MORTGAGE IN AND TO THE PROPERTY EMBRACED BY THIS SUBDIVISION PLAT, WHICH MORTGAGE WAS FILED WITH THE CLERK OF SHERIDAN COUNTY AND EX-OFFICIO RECORDER OF DEEDS IN BOOK _____ OF MORTGAGES, AT PAGE _____, MORTGAGEE, BY SIGNATURE ON THIS PLAT, CONSENTS TO THE DEDICATIONS MADE HEREIN AND SPECIFICALLY RELEASES ALL STREETS, ALLEYS, PARKS, EASEMENT, OPEN SPACES AND OTHER AREAS DEDICATED TO THE CITY OF SHERIDAN FOR PUBLIC USE, AS LISTED AND DESCRIBED ON THIS PLAT, FROM THE FOREMENTIONED MORTGAGE.

ALI KAMRAN KOHNJANI
MITRA VARAMINI

STATE OF WYOMING)
) :SS
COUNTY OF SHERIDAN)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BY ALI KAMRAN KOHNJANI AND MITRA VARAMIN
KOHNJANI, OWNERS BEFORE ME THIS _____ DAY OF _____, 20 _____.
WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES _____.

NOTARY PUBLIC

STATE OF WYOMING)
) :SS
COUNTY OF SHERIDAN)

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT _____ O'CLOCK _____ M.

THIS _____, DAY OF _____, 20_____, AND IS DULY RECORDED IN BOOK _____, PAGE _____

(OR AS PLAT NO. _____)

FEE \$ _____

COUNTY CLERK _____ STAMP RECEIVING NUMBER _____

LOT 12, BLOCK 3, COLONY SOUTH ADDITION
LOT 16, BLOCK 3, COLONY SOUTH ADDITION
LOT 17, BLOCK 3, COLONY SOUTH ADDITION
CITY OF SHERIDAN, WYOMING

CLIENT:
ALI & MITRA KOHNJANI
1681 EDWARDS DR.
SHERIDAN, WYOMING 82801



P.O. BOX 7158
SHERIDAN, WY 82801

307.675.6225
www.FDLConsultingWyo.com
info@fdlconsulting.net



Survey and Mapping Proposal/Agreement

Date: October 10, 2022

Client: Ali & Mitra Kohnjani

Client Address: 1681 Edwards Dr., Sheridan, WY 82801

Site location: Lots 12, 16, 17 of Block 3, Colony South Addition, City of Sheridan, WY

City of Sheridan Planning Commission:

The owners of Lots 12, 16 & 17, Block 3, Colony South Addition to the City of Sheridan, WY would like to request a variance from the "depth-to-front" ratio detailed in the City Ordinances, Appendix B, Section 505, paragraph C (1). The platted depth-to-front ratio of said Lot 12, established on the plat of the Colony South Addition dated April 29, 1976, exceeds current standards. The record plat dimensions of Lot 12 equate to a 3.6 to 1 ratio. Current City standards allow for a maximum depth-to-front ratio of 2.5 to 1.

The owners of Lots 12, 16 & 17 desire to sell each individual lot. Lot 12 is developed with a residential home and landscaping. Lots 16 & 17 are vacant lots. It is preferable and advisable to adjust or relocate the northern boundary of Lot 12, which is a shared boundary line with the southern lot lines of Lots 16 & 17. This existing boundary line is currently in conflict with long established improvements consisting of a stone patio, fencing, swimming pool, a retaining wall, and mature landscaping. Therefore, these improvements currently encroach upon Lots 16 & 17 causing potential conflict in the sale of any real property.

The proposed boundary line adjustment shown on the plat, will move the described boundary northeasterly +/-45 feet to the approximate ridge line where the land transitions to a steep slope that moves in the direction across said Lots 16 & 17 towards South Main Street. This adjustment would create enough land area that the described improvements would be contained within Lot 12. However, the depth-to-front ratio would further exceed the current 2.5 to 1 standards. The new depth-to-front would be approximately 4.9 to 1.

The requested variance is to eliminate potential conflict in the sale of real property and not to create more land area within Lot 12 for improvements. Thank you for your consideration.

If you have any questions, please contact Jeremy Quist at 307-675-6225.

PE & LS

FDL Consulting, LLC

Date: October 10, 2022

FDL Consulting, LLC
PO Box 7158 • Sheridan, WY 82801
(307) 675-6225

Initial __JQ__

**CITY OF SHERIDAN
RESOLUTION 03-23**

A RESOLUTION approving PL-22-27, the minor plat of the Ali Minor Subdivision, dividing $\pm$ 0.9 acres (39,406 square feet) from a portion of 3 lots into 2 lots. Zoned R-1 Residence District, located at 1681 Edwards Drive.

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

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

Be it resolved by the City Council of the City of Sheridan:

That the minor plat of the Ali Minor Subdivision, dividing $\pm$ 0.9 acres (39,406 square feet) from 3 lots into 2 lots. The property is zoned R-1 Residence District, located at 1681 Edwards Drive.

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

- A. The property is already within the corporate limits of the City and requires no further action as pertains to annexation.
- B. The lots as platted conform to the requirements of the City Zoning Ordinance with the exception of the variances granted.
- C. The subdivision falls outside of the Airport Influence Area.
- D. As concluded by City Public Works staff, there is adequate long-term water supply to serve this subdivision as of the time of this resolution.

In addition to approving the Ali Minor Subdivision, the City Council is also approving a depth-to-front ratio variance, with a depth-to-front ratio for Lot 2 of 3.6 to 1.

PASSED, APPROVED, AND ADOPTED this 9th day of January 2023.

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

Treasurer

MEMORANDUM

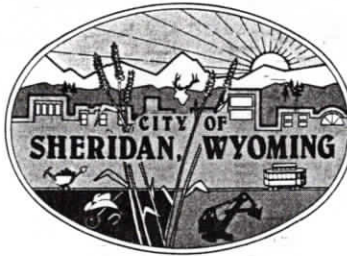
Project Name: Paving Lien Release for SID #74 in the Amount of \$7,007.97 for Robert Creathbaum at 548 E. 2nd Street
From: Karen Burtis, City Treasurer
To: Mayor and Council
CC:
Date: 01/05/2023

Background:

The terms of the original lien have been filled and the lien can now be released once approved by Council and signed by the Mayor.

Attachments

Lien
Lien Release



COPY

"GATEWAY TO THE BIG HORNS"

P.O. BOX 848

55 E. GRINNELL
Ph. (307) 674-6483

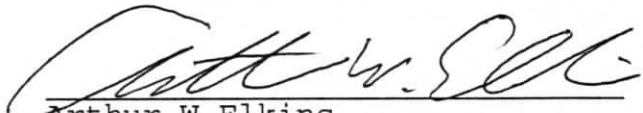
SHERIDAN, WY 82801

April 9, 1997

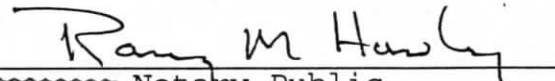
PAVING ASSESSMENT LIEN

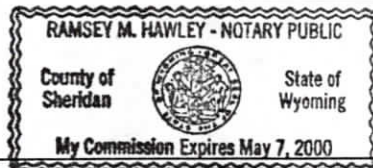
The City of Sheridan, Wyoming is claiming a lien created by Section 15-6-406, Wyoming Statutes, 1977; Block 45, Lot 11, 12, of the Sheridan Land Company Subdivision owned by Robert K Creathbaum, in the amount of \$ 3,512.80, plus interest and penalty, if applicable.

Special Improvement District #74 was created by Ordinance 1788 adopted on February 3, 1997, and the Assessment Roll was confirmed by Ordinance 1791 adopted on April 7, 1997. Notice of the assessment due was sent to the last known owner, Robert K Creathbaum, 548 E 2nd Street, Sheridan, WY 82801.


Arthur W Elkins,
City Clerk-Treasurer

The foregoing instrument was acknowledged before me by Arthur W Elkins, Clerk-Treasurer, of the City of Sheridan, Wyoming this 9th day of April, 1997.


Notary Public



My Commission Expires:

PAVING LIEN

STATE OF WYOMING } ss.
COUNTY OF SHERIDAN }

This instrument was filed for record
at 11:25 AM MON 9 1997 19

and duly _____
in Book _____ of _____ Liens
records on page 16

County Clerk

No 257509 Deputy
Fee \$ 6.00
mjc:chg

City of Sheridan

NOTICE TO PROPERTY OWNERS IN THE
CITY OF SHERIDAN
PHASE I STREET PAVING AND UTILITY
REPLACEMENT PROJECT
April 9, 1997

FINAL ASSESSMENT BY THE
SPECIAL IMPROVEMENT DISTRICT

NAME: Creathbaum, Robert K

ADDRESS: 548 E 2nd St
Sheridan, WY 82801

PROPERTY DESCRIPTION: Sheridan Land Company Subdivision B45, L11,12

AREA OF PROPERTY: 5850.0

ESTIMATED ASSESSMENT

Square Footage Assessment	\$ 2,818.80
Water Service Lines	\$ 694.00
Sanitary Sewer	\$ 0.00
Valley Gutter	\$ 0.00
Sidewalks	\$ 0.00
TOTAL ESTIMATED ASSESSMENT	\$ 3,512.80

NOTE:

1. The above assessment may either be paid in whole or in part by May 12, 1997, or be paid off over a 15-year period, as discussed in the enclosed "Notice of Assessment Due for SID #74".

RELEASE OF PAVING ASSESSMENT LIEN

The City of Sheridan, Wyoming, hereby releases and authorizes the discharge of the Paving Assessment Lien filed of record in the Office of the County Clerk of Sheridan County, Wyoming, on **June 9, 1997** in Book B, Page 16, Instrument **# 257509** against the following real property:

Block 45, Lot 11 and 12 of the Sheridan Land Co Subdivision

for paving assessments due thereon in Special Improvement District, No.74, in the amount of **\$3,512.80 from** Robert K. Creathbaum, 548 E 2nd Street, Sheridan, WY 82801 the then last known owner of said property.

Dated January 10, 2023

CITY OF SHERIDAN

ATTEST

Richard Bridger, Mayor

Cecilia Good, City Clerk

STATE OF WYOMING)

COUNTY OF SHERIDAN)

The foregoing instrument was acknowledged before me by _____ City Clerk of the City of Sheridan, Wyoming, this_____,2022.

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

Public Works

MEMORANDUM

Project Name: Concurrence Award for Main Street Dow to Burkitt Project
From: Hanns Mercer, Public Works Director
To: Mayor and Council
CC:
Date: 12/12/2022

Recommendation:

Staff recommends that Mayor and City Council approve the concurrence award through WYDOT for the Main Street Dow to Burkitt Project.

Staff request that the Mayor and City Council authorize the Public Works Director, Hanns Mercer, to act on behalf of the Council and Mayor on all matters related to this project.

Background:

Advertising for bids occurred between November 10 and December 8, with bid opening on December 8 through WYDOT.

Only one bid was submitted from Oftedal Construction, Inc. for the amount of \$17,955,415.50.

The City's responsibility is \$8,376,054.00.

- Construction Cost - \$8,376,054
- Preliminary Engineering - \$837,605 (estimated)
- Construction Engineering - \$837,650
- Total Direct Cost - \$10,051,264
- Indirect Cost Allocation Plan (ICAP) 11% - \$1,105,639

Total City of Sheridan Obligation - \$11,156,903

Discussion:

An existing agreement between WYDOT and the City of Sheridan for the design and construction of Main Street Dow to Burkitt was approved June 2020.

The Wyoming Department of Transportation (WYDOT) is scheduled to resurface approximately 0.5 miles (8 city blocks) of Main Street from Dow Street to Burkitt Street in downtown Sheridan during fiscal year 2023. The original concrete surfacing was placed in 1970 and in 2003 diamond grinding was utilized to extend the design life of the surfacing. As part of the 2003 project, curb and gutter, sidewalks, street lighting, and streetscape enhancements were upgraded. At the time of construction, the surfacing will be 10 years beyond its extended design life.

As part of the project, the City has elected to partner with WYDOT and use this opportunity to upgrade the aging utility infrastructure, most of which was in place long before 1970, under the Main Street surfacing. The utility

upgrades include the following:

- Installation of approximately 6,000 feet of 12-inch potable water main and replacement of existing services from Dow Street to Burkitt Street.
- Replacing approximately 1,500 feet of 15-inch vitrified clay sanitary sewer main from Dow Street to Smith Alley with PVC to decrease current infiltration and future maintenance.
- Replacing approximately 1,000 lineal feet of storm drain from Dow Street to Mandell Street to increase capacity and combine flows from four untreated outfalls to an existing stormceptor.

Construction is estimated to begin early spring of 2023. In order for WYDOT to complete the award of the project, the City needs to approve the concurrence of the award.

Funding:

Existing funding:

- Previously allocated CAP Tax Funds - \$634,000
- CAP Tax FY23 - \$1,500,000
- CAP Tax FY24 - \$500,000 (estimated)
- Previously received ARPA funds - \$50,000
- State Revolving Fund - \$5,700,000
- Water & Sewer ARPA Grant - \$2,840,000

Total: \$11.2M

Attachments

Bid Concurrence Letter

Exhibit B

Bid Tabulation



Office of the Mayor
55 Grinnell Plaza
Sheridan, WY 82801
307-675-4202



December 13, 2022

Wyoming Department of Transportation
Attn: Isaac Finkle, P.E.
District Construction Engineer
Wyoming Dept. of Transportation - District 4
10 East Brundage Lane
Sheridan, Wyoming 82801

RE: Project No: STP-P601033 & ARSCT P601A03, Sheridan Streets/Main Street (Dow to Burkitt) Sheridan County

Dear Mr. Finkle:

The City of Sheridan (City) concurs with the recommendation to award the project using the low bid costs from December 8, 2022. Bid opening was in the amount of \$17,955,415.50. The City also acknowledges and accepts the revisions to Exhibit B for the Cooperative Agreements of Project ARSCT P601A03 to reflect the values from the recommended bid.

I appreciate the efforts that your office and the local WYDOT staff contribute to the Sheridan area transportation system. We look forward to working with WYDOT on the completion of this great project.

Regards,

Richard Bridger, Mayor
City of Sheridan

CC: Public Works Department

EXHIBIT “B”

With the: “City of Sheridan”

State Project **ARSCT-P601A03**
Sheridan Streets / Main Street (Dow-Burkitt)
Sheridan County

December 08, 2022

Costs were assembled by the State using bid tabulations calculated from the apparent low bid by Oftedal Construction, Inc., on December 08, 2022.

Estimated Construction Costs	\$ 8,376,054.00
Preliminary Engr. (10%)	837,605.00
Construction Engr. (10%)	<u>837,605.00</u>
Total Direct Costs	\$ 10,051,264.00 [1]
Indirect Cost Allocation Plan (ICAP) (10,051,264)(.1100)	1,105,639.00 [2]
Total Project Costs [1]+[2]	<u>\$ 11,156,903.00</u>

Written concurrence is required by Tuesday, December 13, 2022 two days prior to the Commission meeting on awarding the projects. A emailed copy of the concurrence letter will suffice **WITH THE ORIGINAL TO FOLLOW.**

Wyoming Department of Transportation Abstract of Bids					Engineer's Estimate		Bidder: OFTEDAL CONSTRUCTION, INC.		12/9/2022	page 3 of 4
Project No: STP-P601033 & ARSCT-P601A03 Project Name: Sheridan Streets (Various Locations)										
No.	Item No.	Description	Qty	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
ARSCT-P601A03: 5 - ROADWAY										
103	105.09010	CONTRACTOR SURVEYING	1.000	LS	25,000.00	25,000.00	40,000.00	40,000.00		
104	109.04000	FORCE ACCOUNT WORK	30,000.000	\$\$	1.00	30,000.00	1.00	30,000.00		
105	109.08000	MOBILIZATION	1.000	LS	650,000.00	650,000.00	500,000.00	500,000.00		
106	202.03260	REMOVAL OF PIPE	766.000	FT	50.00	38,300.00	14.00	10,724.00		
107	202.03290	REMOVAL OF MANHOLES	1.000	EA	1,200.00	1,200.00	3,000.00	3,000.00		
108	202.03295	REMOVAL OF INLETS	7.000	EA	1,250.00	8,750.00	2,000.00	14,000.00		
109	202.03400	REMOVAL OF SURFACING	390.000	SY	24.00	9,360.00	15.00	5,850.00		
110	202.03415	REMOVAL OF CONCRETE PAVEMENT	340.000	SY	15.00	5,100.00	8.00	2,720.00		

Wyoming Department of Transportation Abstract of Bids					Engineer's Estimate		Bidder: OFTEDAL CONSTRUCTION, INC.		12/9/2022	page 4 of 4
Project No: STP-P601033 & ARSCT-P601A03 Project Name: Sheridan Streets (Various Locations)										
No.	Item No.	Description	Qty	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
111	202.03430	REMOVAL OF SIDEWALK	100.000	SY	40.00	4,000.00	20.00	2,000.00		
112	202.03445	REMOVAL OF CURB AND GUTTER	340.000	FT	20.00	6,800.00	15.00	5,100.00		
113	202.03600	CUTTING BIT PVMT	780.000	FT	5.00	3,900.00	6.00	4,680.00		
114	202.03610	CUTTING CONCRETE	940.000	FT	10.00	9,400.00	12.00	11,280.00		
115	406.03005	PLANT MIX (COMMERCIAL)	130.000	TON	450.00	58,500.00	570.00	74,100.00		
116	414.01000	CONCRETE PVMT	330.000	SY	110.00	36,300.00	125.00	41,250.00		
117	603.20012	RCP 12 in	16.000	FT	115.00	1,840.00	125.00	2,000.00		
118	603.20018	RCP 18 in	468.000	FT	120.00	56,160.00	150.00	70,200.00		
119	603.20024	RCP 24 in	191.000	FT	150.00	28,650.00	170.00	32,470.00		
120	603.40038	RCP ELLIPTICAL 38 X 24 in	167.000	FT	500.00	83,500.00	325.00	54,275.00		
121	608.10200	SIDEWALK (CONC)	100.000	SY	100.00	10,000.00	88.50	8,850.00		
122	609.10120	SPECIAL CURB TYPE X	130.000	FT	65.00	8,450.00	120.00	15,600.00		
123	609.10200	CURB AND GUTTER TYPE A	210.000	FT	75.00	15,750.00	82.00	17,220.00		
124	609.10700	DOUBLE GUTTER	10.000	SY	175.00	1,750.00	160.00	1,600.00		
125	620.07030	WATER SYSTEMS	1.000	LS	3,975,000.00	3,975,000.00	5,050,000.00	5,050,000.00		
126	625.10300	MANHOLE TYPE C	6.000	EA	9,000.00	54,000.00	51,700.00	310,200.00		
127	625.20100	INLET TYPE A	1.000	EA	5,000.00	5,000.00	8,580.00	8,580.00		
128	625.20600	INLET TYPE X	4.000	EA	10,000.00	40,000.00	9,360.00	37,440.00		
129	625.20700	INLET TYPE Y	2.000	EA	10,000.00	20,000.00	15,500.00	31,000.00		
130	640.00005	SPECIAL ITEM EA-B	25.000	EA	500.00	12,500.00	1,170.00	29,250.00		
131	640.00006	SPECIAL ITEM EA-C	25.000	EA	500.00	12,500.00	1,170.00	29,250.00		
132	640.00013	SPECIAL ITEM SY-A	20.000	SY	25.00	500.00	68.00	1,360.00		
133	640.00025	SPECIAL ITEM EA-D	40.000	EA	1,500.00	60,000.00	1,180.00	47,200.00		
134	699.07050	SANITARY SEWER SYSTEM	1.000	LS	950,000.00	950,000.00	1,830,000.00	1,830,000.00		
135	703.03110	TEMPORARY TRAFFIC CONTROL	1.000	LS	400,000.00	400,000.00	28,000.00	28,000.00		
Subtotal						6,622,210.00		8,349,199.00		
ARSCT-P601A03: 95 - 701.83000 - ELECTRICAL SYSTEM - LUMP SUM										
136	506.01030	DRILLED SHAFT FOUNDATIONS 30 in	17.000	FT	500.00	8,500.00	428.00	7,276.00		
137	701.17110	CONDUIT-RIGID PVC 1 in	35.000	FT	12.00	420.00	10.00	350.00		
138	701.17120	CONDUIT-RIGID PVC 2 in	400.000	FT	15.00	6,000.00	15.00	6,000.00		
139	701.20100	PULL BOX TYPE A	3.000	EA	1,200.00	3,600.00	1,100.00	3,300.00		
140	701.21350	GROUND ROD	2.000	EA	40.00	80.00	43.00	86.00		
141	701.24070	STL POLE TYPE VII	2.000	EA	4,080.00	8,160.00	3,420.00	6,840.00		
142	701.29070	SINGLE CONDUCTOR WIRE #8 AWG	200.000	FT	2.00	400.00	2.00	400.00		
143	701.29090	SINGLE CONDUCTOR WIRE #12 AWG	470.000	FT	1.00	470.00	1.50	705.00		
144	701.40100	CONNECTOR KIT - FUSED I	2.000	EA	115.00	230.00	200.00	400.00		
145	701.62100	ROADWAY LUMINAIRE	2.000	EA	1,500.00	3,000.00	749.00	1,498.00		
Subtotal						30,860.00		26,855.00		
Total:						13,889,021.00		17,955,415.50		
								AWARDED		



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 January 3, 2023
From: Candace Ainslie, Assistant Clerk
To: Mayor and Council
CC:
Date:

Discussion:

See attached Minutes.

Attachments

Minutes

COUNCIL CHAMBERS **7:00 P.M.** **January 3, 2023**

- | | |
|--------------------|--------|
| Mayor Rich Bridger | Aye |
| Kristen Jennings | Aye |
| Shawn Day | Absent |
| Steven Brantz | Aye |
| Andrew Patceg | Aye |
| Greg Luhman | Aye |
| Terry Weitzel | Aye |

- 1

CenturyLink Communications, LLC	Scada Lines and Extensions	2,308.01
Montana Dakota Utilities	Numerous Electric Bills	45,259.23
A & B Buildings & Supplies	Landfill Building # 4713	14,041.48
ABC Signs & Specialties	Remove and replace vinyl graphics on Truck 1	842.50
Ace Hardware-Newkirk	Extension cord, tape and nuts/screws/bolts	145.56
Advocacy & Resource Ctr	Second Quarter GPET FY23	4,500.00
All Valley Diesel Service	Tow to PD unit 39	150.00
AlphaGraphics of Wyoming	Current Zoning & Street Maps for Council Chambers/Social media etc	1,857.70
Altitude Signal, LLC	5th st red crossing repairs	1,740.00
Amazon Capital Services #A33MIR27FEZN42	Supplies	242.02
Arete Design Group	Recycle Center Addition #4766	1,973.02
Bearcom	6 Durango upfits	53,227.68
Bear's Paw Embroidery	Embroidery for Patrick D - SWR	40.00
Big Horn Logistics, LLC	Safe Rides Nov 2022	898.00
Big Horn Sanitation	Port a potty rentals	252.41
Bighorn Design Studio, LLC	uniforms	2,816.00
Black Bear Construction	Repair Retaining Wall	3,500.00
Bloedorn Lumber	treated ground contact st301	55.56
Brian's Boot & Shoe	Boots	577.95
Carquest Auto Parts	Parts and supplies	687.88
Cedars Health LLC	Occupational Health Testing	570.00
CH Diagnostics and Consulting	E-coli, Giardia, Cryptos. analysis	588.00
Child Development Center	Second Quarter GPET FY23	1,875.00
City of Sheridan	REFUND OVERPAYMENT/#745/UNIDENTIFIED	261.12
CitySourced, Inc.	CitySourced - Citizen App Annual Renewal	5,670.00
Cobra Crete, LLC	Repair sidewalk brundage Lane	4,400.00
Compass - Center for Families	Second Quarter GPET FY23	5,000.00
Downtown Sheridan Assoc	Hung Pumpkin Festival Banner on Main Street/2nd QTR GPET 23	10,280.00
Dustbusters Enterprises Inc.	29.11 tons for ice kicker	4,704.18
Employ, LLC	Temporary Labor	13,398.69
Employers Council	Pre Employment Background Checks	1,700.00
Energy Laboratories, Inc	Raw & Finished TOC analysis results	2,032.00
Energy Management Corporation	Back wash motor (parts)	4,150.34
Engineering Associates	Sewer Rehab CIPP #4758/2022 Spec Update	12,464.97
Epiphany LLC	Name badges/business cards/photo reprints	259.43
First Assembly of God Church	Balance Refund/235 S Custer St.	4,938.37
Floyd's Truck Center WY	temp sensor 3.20 wc	94.66
Galls, LLC	uniform shirt and nametags	101.12

Grainger, Inc.	Parts	882.99
Habitat for Humanity	Second Quarter GPET FY23	6,250.00
Hawkins Inc	330 GA Azone/ Sodium Hypo	1,946.64
Heartland Kubota, LLC	Parts and supplies	2,694.46
Heather Doke	Travel & Training Reimbursement	396.93
Hilight Automtation, LLC	Southest booster repairs	1,303.00
Home Depot Credit Services	Supplies	2,868.78
Inberg-Miller Engineers	Soldier Ridge Apartments Concrete Coring	2,208.33
Insituform Technologies, Inc	Sewer Rehab CIPP 2022 #4758	311,975.25
Interstate Engineering, Inc.	As-Needed GIS Services 9/12/22 - 10/8/22	264.00
Jason Neavill	City Works conference reimbursment	251.00
J-K Trucking	12.16-12.17 snow haul	2,843.00
Joann Yager	Balance Refund/321 Coffeen Ave.	6.30
Kilpatrick Creations Inc.	Outerwear, swtshirts and T-shirts	453.50
Knecht Home Center	Sides for dump trucks	125.64
Leela Belus	Balance Refund/415 Adkins Ave #NM	26.72
LN Curtis & Sons	Charcoal-Ci2 Altair 2 X Single Gas Detector SO7408	1,412.14
Memorial Hospital of Sheridan County	Medical Supplies for ambulances Inv 6013	293.35
Midland Implement Co Inc	Screw driver set for KGC	78.31
Mullinax Concrete Service & Irrigation	pea gravel/remove sand & gravel from WWTP	26,249.74
Napa Auto Parts	Parts and supplies	1,020.51
Nelson Excavating, LLC	12.16-12.17 snow haul	5,530.50
Norco, Inc	Parts and supplies	1,252.90
Northwest Pipe Fittings, Inc.	Fire hydrants	8,325.00
Office Shop Inc	Copier charges	499.04
Office Shop Leasing	Lease Payment 42 of 60	89.54
Vendor Name	Description	Total
Peak Consulting	Fire Captain Assessment Center	5,000.00
Pfitzer Pest Control, LLC	pest - mice control	138.00
Powder River Heating & Air Conditioning, Inc	pump and drain work - split 50/50 with SCSO	8,202.17
Powder River Power Co	Parts and supplies	111.33
ProPet Distributors, Inc.	Dog park and pet waste station supplies	2,930.70
Ramada Plaza by Wyndham Sheridan Hotel	Employee Recognition Party	5,096.80
Rocky Mountain Performance Excellence	2023 participation fee	10,000.00
ROETECH of Sheridan Inc.	Pavement Preservation #4711	253.25
Roger Smith	Balance Refund/339 W Loucks St.	4,187.06
SAFEbuilt, LLC	Plan review and building official thru Nov 30 2022	12,233.00
Schoeny Inc	12.6 snow haul	566.50
Second Chance Sheridan Cat Rescue	Second Quarter GPET FY23	7,500.00
Seliena Parker	Donuts for Landfill Safety Meeting 12-21-22	9.99

Senior Citizens Council	Second Quarter GPET FY23	27,500.00
Sentry Equipment Corp	Clarifier Inspection	4,375.00
Servall Uniform & Linen Supply	Bi Weekly Rug Cleaning	623.06
Server Supply.com, Inc	Switch Replacement Supplies	9,496.20
Severson Supply Co. Inc.	mounting boards sharq ram sharq wedge	3,035.03
Shaunessey Reeves	Parks and W+P janitorial services	350.00
Sheridan Artist Guild Et al	SPAC administration December 2022/GPET 2nd QTR	3,500.00
Sheridan Arts Council	Second Quarter GPET FY23	375.00
Sheridan Commercial Co.	Supplies	304.06
Sheridan Community Land Trust	Second Quarter GPET FY23	6,250.00
Sheridan County Chamber of Commerce	Leadership Sheridan Program 2023/2nd QTR GPET	13,550.00
Sheridan County Conservation District	Second Quarter GPET FY23	2,500.00
Sheridan County Historical Society and Museum	Second Quarter GPET FY23	5,000.00
Sheridan County Treasurer	Impact 307 - FY23 half year support	30,000.00
Sheridan Econ-O-Wash	uniform laundry	206.00
Sheridan Electric LLC	compressor test shop air compressor	870.00
Sheridan Transportation Taxi	Safe Rides Nov 2022	1,984.00
Source Office & Technology	microfiber towels, batteries,planner,super glue	88.57
St. Peter's Episcopal Church	Balance Refund/1 S. Tschirgi St. #IRRG	14.07
Stantec Consulting Services Inc. (SCSI)	Main Street Dow to Burkitt Engineering #5319	1,725.00
Steady Stream Hydrology, Inc.	ACOE 1135 #5705	467.50
SWANA	Membership Renewal - Paul Larson	245.00
Swayne Redinger	Balance Refund/6705 Big Horn Ave.	92.79
The Country Hospital for Animals	K-9 Charlie exam and vaccinations	140.00
Thomas Morneau	Reimbursement for T. Morneau - online class	119.00
Tire Rama	tire repair 2.11	1,004.95
Top Office Products Inc	Supplies	246.12
Torgerson's, LLC	v plow blade	7,975.00
Trai Bryant	perdiem for citywork conference	224.00
TWS Trucking Services, LLC	12.6 snow haul	1,030.00
Tyler Technologies, Inc	SJ - 11/28-29, 12/1	3,912.00
Uprising	Second Quarter GPET FY23	1,750.00
USA Blue Book	Aquashade	106.76
VRM, Inc.	Replaced Batteries on TANA 4-73	740.00
Wagner Ranch Services, LLC	12.19 snow haul 12.16 -12.17 snow haul	4,148.66
Wamco Lab Inc.	Quarterly Wet Testing	1,100.00
Water Products & Solutions	water bottle 5 gal	8.75
Western Transport, LLC	12.6 snow haul	412.00

Woods Excavation LLC	12.17 snow haul	1,730.50
WY Dept of Transportation	E. 5th St. Corridor - WYDOT Design #4759	570,024.50
Wyoming Department of Fire Prevention	Company Officer-6th Edition Book Inv 227236	79.59
Wyoming First Aid & Safety Supply	Restocked Landfill First Aid Cabinet 12-12-22	62.78
Wyoming Machinery Co	Parts/repairs/963 Track Loader	392,506.50
Zowada Plumbing & Heating Inc	City Hall Drinking Fountain & Sink Maintenance	216.00
Aflac	Regular Payroll 12.30.22	1,138.29
CITCO FCU	Regular Payroll 12.30.22	860.13
IRS 941	Regular Payroll 12.30.22	90,393.59
MissionSquare	Regular Payroll 12.30.22	4,335.01
Orchard Trust	Regular Payroll 12.30.22	2,585.00
Workers' Safety & Compensation	Regular Payroll 12.30.22	10,134.80
Wyoming Retirement System	Regular Payroll 12.30.22	80,783.84
Wyoming State Disbursement Unit	Regular Payroll 12.30.22	1,060.60

Councilmember Jennings moved, seconded by Councilmember Weitzel to approve the consent agenda. Voice Vote, Unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Absent
Steven Brantz	Aye
Andrew Patceg	Aye
Greg Luhman	Aye
Terry Weitzel	Aye

OLD BUSINESS

No Old Business

NEW BUSINESS

10. Consideration of a Bid Award to Liberty Superstores in the amount of \$252,226.00 for Six (6) Work Trucks for the Utilities Department. Utilities Director Dan Roberts updated the Council.

Councilmember Jennings moved, seconded by Councilmember Patceg to approve the Bid Award to Liberty Superstores in the amount of \$252,226.00 for Six (6) Work Trucks. Voice Vote, Unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Absent
Steven Brantz	Aye
Andrew Patceg	Aye

Greg Luhman	Aye
Terry Weitzel	Aye

11. Council Comments and Requests for Future Agenda Items.

- A. Mayor Bridger stated that he would assign Councilmembers to boards and commissions on an upcoming meeting.
- B. Councilmember Luhman, Weitzel, and Patceg said that they are looking forward to serving the community.
- C. Councilmember Brantz and Jennings thanked City staff for working hard, even in the extreme weather.
- D.

12. Mayor Bridger adjourned the meeting at 7:33 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:

Date:

Background:

Please see the attached claims list.

Attachments

Claims

Prepays

Payroll

City of Sheridan
Claims paid on 01/17/2023

Sum of Amount		
Vendor Name	Description	Total
A & B Buildings & Supplies	Replaced Steel Door by Pauls Office in SWR Shop	2,500.50
A Plus Plumbers & Appliance Repair, LLC	toilet repair and leak repair in mechanical room	1,011.15
Ace Hardware-Newkirk	Anti-freeze	30.36
Ace Radiator LLC	complete radiator 3.36st	682.00
AlphaGraphics of Wyoming	Social Media Contract	1,616.61
Altitude Recycling Equipment, LLC	2 Cylinders adn Pins for Baler	12,610.00
Amazon Capital Services #A33MIR27FEZN42	Supplies	3,525.77
American Maid	Cleaning	4,037.50
American Water Works Association	AWWA membership renewal	233.00
American Welding & Gas, Inc.	cylinder rental - shop supplies	21.48
Applied Industrial Technologies	Bearings for the backwash project	4,503.33
AT&T Mobility	First Net Aircard Charges Dec 2022	320.32
Automationdirect.com	PLC Interface Relay	135.00
AutoZone Stores, Inc	duralast ign wire set 2.82 wwtp	52.26
Axim Geospatial, LLC	Professional Services - GIS SPPT BLK 22-23	13,266.18
B&B Leasing Company	Copier Lease Payment No 2-January 2023	157.43
Babe's Flowers	Flowers for Conlee	58.00
Bear's Paw Embroidery	SWR Embroidery for John E - Stan S and Patrick D	90.00
Big Horn Logistics, LLC	Safe Rides Dec 2022	917.00
BK Technologies, Inc.	Radio Repair Model No KNG2-P150 KJohnson	379.03
Brett Caiola or Darla Hawkins	Passport Postage	37.80
Brian's Boot & Shoe	Boots	295.05
Bridgecreek PUD	Water Refund/Pathway Irrigation	54.77
Buggy Bath Unlimited LLC	SWR Truck Washes - December 2022	85.23
Burns & Mc Donnell	Landfill Projects	87,647.13
C & K Equipment	Oil/Cutting edges	197.85
Carolina Software	Quarterly Software Support Ending 03-31-23	550.00
Carquest Auto Parts	Parts and supplies	1,105.15
CDG Engineers, Inc.	Gateway Pedestrian Pathway Design #5701	5,457.75
CED- Consolidated Electrical Distributers Inc.	clr lamp roadway lighting/Wire butt splice	161.38
CH Diagnostics and Consulting	Ecoli, Giardia & Crypto analysis	588.00
Chris Tellez	Water Refund/843 King St.	72.61
CMI-Teco	Parts	238.50
Collection Professionals Inc.	CPI Acct #1885 Collections 11.1-11.30.22	533.61
Comtronix	Alarm monitoring for City Hall Jan thru March 2023	216.00
Country Bounty	Ads	640.50
County Trash, LLC	Trash Pickup	465.00
Craftco Manufacturing Solutions	Replacement cutting edges for plows	1,346.67
Crescent Electric	Electric	67.16
Defense Technology	40mm sponge smokeless, 11g DD Nonreloadable, tri c	1,867.20
D-H Technologies, LLC	Service Call - Phone Issue at Fire Dept	60.00
Direct Electric	Installation of data lines at Park's office	4,040.00
Dog and Cat Shelter	Q3 FY2023 Shelter Services	25,000.00
Dowl	Misc Projects	100,126.13
Ed Hammer Inc	lock asm 1.76 relay 1.76 pipe 2.82 wwtp	334.01
Elizabeth Shafer	Uniform boot reimbursement	132.19
Employ, LLC	Temporary Labor	8,941.79
Farmers Co-op Oil Co.	Fuel for December 2022	65,234.38
FedEx	BG sample freight	144.43
Ferguson Waterworks #1701	Meters	2,736.94
First Interstate Bank - Mastercard	Credit card charges for December 2022	33,471.34
Floyd's Truck Center WY	battery harness 3.28 credit for sensor 3.20 wc	144.64
Gillette Steel Center, Inc.	4 pc cutting edge	572.00
Grainger, Inc.	breakway fitting supplies	143.24
Graves Uniform	Class A Jacket-Pants-Hat-Tie-LPins-Belt SReid	474.99
Greenfold Services LLC	Janitorial Dec 2022	1,960.00
Hans Herman	Balance Refund/1736 Warren Ave	47.75
Hawkins Inc	Chemical - 565 Gal Hypochlorite, 330 gal Bisulfite	5,001.59
HDR Engineering, Inc	BGWTP Sodium Hypochlorite Conversion \$4554	640.00
Heartland Kubota, LLC	Snow Blower Cutting Edge	431.07
Heather Doke	Plane Ticket for SHRM Annual Conference	352.10
Humdinger Equipment LTD	2 Cutting Edges for TANA 4-73	2,252.70

Vendor Name	Description	Total
IBS, Inc.	push lock m swivel shop	25.13
Imperial Electric LLC	Electrical work for Executive Conference Room	4,578.57
Interstate All Battery Center	20 batteries for backup UPS	3,659.00
J & JK, LLC	Mint Alley Work - Pavement Preservation #4711	5,350.00
J&B Medical Supply, Inc.	Case of BBraun Filter Straw KJ Inv 8996987	95.00
J-K Trucking	1.3-1.6 snow haul	2,185.00
Jobsite Services	Emptied Aluminum Bins 35 and 36 for Recycling	260.00
Joe Johnson Equipment LLC	seal blower 3.42	93.87
John Deere Financial #1111308145	Supplies	1,092.73
Karen B. Burtis	HP docking station	242.74
KCR Enterprises LLC	female coupler/magnetic glove dispenser	240.99
Kerns & Bunting, LLC	Attorney fees December 2022	13,922.50
Kilpatrick Creations Inc.	50 Safety Winter Hats	532.50
Kois Brothers Equipment, Co.	valve 7.18 wc	7,414.70
Kueper North America LLC	plow blades	4,616.00
Legend Communications of Wyoming LLC	Pumpkin Festival Spots	350.00
Luke A Goddard	Medical Doctor Coverage January 2023	500.00
Mac's Moving Acquisition, Inc	move mailroom for carpet install	165.00
Main Frame	3 Outgoing Council Framed Photos	411.36
Memorial Hospital of Sheridan County	Occupational Testing	349.54
Modern Machinery Co., Inc	2nd Air Spring for Grinder 4-76	733.73
Mountain States Lighting	old style base replacement	5,739.00
Mountain View Building, Inc	12.17-12.19 snow haul 12.26 -12.28 snow haul	2,372.50
Mullinax Concrete Service & Irrigation	Gravel and sand for cemetery	988.35
Multiquip Inc	walk behind roller	13,068.85
Napa Auto Parts	Parts and supplies	2,046.78
Narwhal Met, LLC	weather service for Jan 2023	600.00
National Fire Protection Association	NFPA Annual Membership Renewal GHarnish	175.00
Newman Traffic Signs	4 Speed Signs	247.41
Norco, Inc	cleaning supplies	1,095.17
Northern Underground LLC	snow haul	10,499.45
Office of the Attorney General	Crime Victim Surcharges - Nov & Dec 2022	100.00
Office Shop Inc	Copier charges	29.84
Office Shop Leasing	3rd Floor 31-60 #390 Lease	102.71
One-Call of Wyoming	One Call Tickets for Dec 22 CDC	69.00
O'Reilly Auto Parts	grease/booster cable & jump starter	392.85
Otis Elevator Company	Elevator maintenance services for 2023	5,928.84
Ovivo USA, LLC	Part #895588A actuators, airstroke, full bladders	2,464.20
Pace Analytical Services, LLC	BacT & Coliform analysis invoice	1,259.76
Parker's Glass Shop	Replaced glass in door at Bighorn Designs	545.89
Peter Brooks	Tuition Reimbursement	579.60
Peterbilt of Wyoming	Parts	8,025.55
Powder River Heating & Air Conditioning, Inc	troubleshooting vibration of sump pump	392.83
Powder River Power Co	Parts and supplies	12,201.48
Power Motive Corporation	pflex seg flat	5,258.66
Quality Code Publishing	Code supplement 50	876.50
Radiodetection, LLC (Schonstedt)	Utility Services Repair Costs - Metal Locator	323.82
Range	Crimestoppers monthly fee	33.86
Ricoh USA, Inc.	Copier Charges Jan 2023	423.29
S & S Builders, LLC	Water Card Deposit Refund x 2	200.00
Schoeny Inc	snow haul 12.16-12.27	4,657.00
Servall Uniform & Linen Supply	Rugs and cleaning	1,112.29
Shaunessey Reeves	Janitorial services	300.00
Sheridan Commercial Co.	Supplies	639.53
Sheridan County	GPET Public Education	8,750.00
Sheridan County Business Office	Goose Creek Flood Notification System	5,183.49
Sheridan County Chamber of Commerce	Pre-Legislative Session Lunch w/Legislators	20.00
Sheridan County Public Health	Shots	230.00
Sheridan Econ-O-Wash	uniform laundry	88.00
Sheridan Motor Inc	oil change tire rotated 1.25	3,395.83
Sheridan Newspapers Inc	Ads	6,101.00
Smith Psychological Services LLC	Pre-employment eval - Bowen	400.00
Thomas J Klepperich	Judge's Hours December 2022	2,400.00
Tire Rama	replace rears and rotate 7.13	297.00
Top Office Products Inc	Copy count for December/calendars	160.83
Toro NSN	KGC software subscription	155.00
Transaction Warehouse, Inc	12.2022 lweb Profile Payments	4,678.20
TRI Air Testing, Inc.	Air Analysis Testing Materials for station CB	601.00

Vendor Name	Description	Total
Tri State Truck & Equipment, Inc	work lamp protecting plate sti436 relay valve 7.18	2,072.93
Trihydro Corporation	Monitoring and Reporting - November 2022	4,115.82
TWS Trucking Services, LLC	12.16-12.19 snow haul	5,110.50
Tyler Technologies, Inc	Training	3,260.00
Unlimited Auto Transport LLC	1.3-1.6 snow haul	2,090.00
Vacutech, LLC	Balance Refund/775 E 8t St.	34.09
VRM, Inc.	Labor and Repairs	3,616.00
WAM	WAM Winter Conf Registration	1,340.00
Water Environment Federation	Annual Membership dues	175.00
Water Products & Solutions	Water	18.75
Weed Warriors	Alley Snow Removal 12-16-22 and 12-17-22	10,300.00
Wyoming Electric, Inc.	Heating tape for City Hall roof and gutters	472.85
Wyoming First Aid & Safety Supply	Landfill - First Aid Kit Refill	26.70
Wyoming Machinery Co	bolt 4.39 bolt washer 4.39	8,722.97
Zowada Recycling & Steel, LLC	2 in stress proof round st402	21.40
Grand Total		603,421.30

City of Sheridan
Prepays paid on 01/05/2023

Sum of Amount		
Vendor Name	Description	Total
Montana Dakota Utilities	Numerous Electric Bills	33,365.37
Pitney Bowes Global Financial Services LLC	Lease for postage machine 10/30/22 - 1/29/23	893.94
Pitney Bowes Inc	Nov and Dec 2022 Postage	1,200.00
Wyoming Dept of Revenue	Vendor 41-1 December 2022	2.40
Grand Total		35,461.71

City of Sheridan

Regular Payroll paid on 01/13/2023

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 01.13.23	360.00
Aflac	Regular Payroll 01.13.23	1,138.29
Circuit Court of Sheridan County	Regular Payroll 01.13.23	113.64
CITCO FCU	Regular Payroll 01.13.23	2,320.13
First Federal Savings Bank	Regular Payroll 01.13.23	10,292.10
First Northern Bank of Wyoming	Regular Payroll 01.13.23	1,468.33
HealthEquity, Inc.	Regular Payroll 01.13.23	2,385.46
IRS 941	Regular Payroll 01.13.23	78,117.92
LegalShield	Regular Payroll 01.13.23	15.95
LOCAL 276, IAFF	Regular Payroll 01.13.23	850.00
MissionSquare	Regular Payroll 01.13.23	4,312.54
Nationwide	Regular Payroll 01.13.23	21.37
Optum Bank, Inc.	Regular Payroll 01.13.23	472.92
Orchard Trust	Regular Payroll 01.13.23	3,738.85
Police Protective Assoc.	Regular Payroll 01.13.23	40.00
Security State Bank	Regular Payroll 01.13.23	860.44
Sunlight Federal Credit Union	Regular Payroll 01.13.23	1,793.34
WEBT	Regular Payroll 01.13.23	114,993.35
Workers' Safety & Compensation	Regular Payroll 01.13.23	10,292.65
Wyoming Retirement System	Regular Payroll 01.13.23	80,537.20
Wyoming State Disbursement Unit	Regular Payroll 01.13.23	1,435.60
Grand Total		315,560.08



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: **Council Appointments**

- 1. Appointment of Councilmember Shawn Day to the Employee Relations Committee (ERC)**
- 2. Appointment of Councilmember Steven Brantz to the Juvenile Justice Joint Powers Board (JJPB)**
- 3. Appointment of Councilmember Greg Luhman to the Sheridan Public Arts Committee (SPAC)**
- 4. Appointment of Councilmember Terry Weitzel to the Sheridan Recreation District Board**
- 5. Appointment of Councilmember Andrew Patceg to the SAWS Joint Powers Board**
- 6. Appointment of Councilmember Greg Luhman to the SAWS Joint Powers Board**

From: Bev Leichtnam, Governmental Relations Admin. Specialist

To: Mayor and Council

CC:

Date:



CITY OF SHERIDAN, WYOMING

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

Executive

MEMORANDUM

Project Name: **Re-appointment of Ryan Franklin to the Planning Commission for a 3-year term expiring December 31, 2025.**
Re-appointment of James Schrodtt to the Planning Commission or a 3-year term expiring December 31, 2025.

From: Bev Leichtnam, Governmental Relations Admin. Specialist

To: Mayor and Council

CC:

Date:

Attachments

Reappointment PC



MEMORANDUM

DATE: January 9, 2023
FROM: Mayor Rich Bridger
TO: City Council
RE: Mayoral Appointments

Fellow Council Members:

I hereby recommend the re-appointment of Ryan Franklin to the Planning Commission for a 3-year term expiring December 31, 2025.

I hereby recommend the re-appointment of James Schrodtt to the Planning Commission for a 3-year term expiring December 31, 2025.



Bev Leichtnam <bleichtnam@sheridanwy.gov>

Planning Commission term

3 messages

Sue Goodman <sgoodman@sheridanwy.gov>

Tue, Nov 29, 2022 at 1:41 PM

To: Ryan Franklin <ryan@eracrc.com>, James Schrodt <jamesschrodt@gmail.com>, Bev Leichtnam <bleichtnam@sheridanwy.gov>

Your term as Planning board member will be up at the end of December. Currently you are filling in for an unexpired position. Typically new terms are a standard 3 years. Would you like to be reappointed? If so please respond to all in this email, and Bev will set you up.

Thanks!

Sue Goodman
Planning Technician
City of Sheridan
307.675.4226



Ryan Franklin <ryan@eracrc.com>

Tue, Nov 29, 2022 at 1:44 PM

To: Sue Goodman <sgoodman@sheridanwy.gov>

Cc: James Schrodt <jamesschrodt@gmail.com>, Bev Leichtnam <bleichtnam@sheridanwy.gov>

Yes. Thank you.

Ryan K. Franklin
Associate Broker
ERA Carroll Realty Co. Inc.
306 N Main St
Sheridan, WY 82801
307-751-2366

On Nov 29, 2022, at 13:41, Sue Goodman <sgoodman@sheridanwy.gov> wrote:

[Quoted text hidden]

James Schrodt <jamesschrodt@gmail.com>

Wed, Nov 30, 2022 at 9:56 PM

To: Sue Goodman <sgoodman@sheridanwy.gov>

Cc: Ryan Franklin <ryan@eracrc.com>, Bev Leichtnam <bleichtnam@sheridanwy.gov>

Yes, please. Thank you.

James

Sent from my iPhone X

"Some cause happiness wherever they go; others whenever they go." - Oscar Wilde

On Nov 29, 2022, at 1:41 PM, Sue Goodman <sgoodman@sheridanwy.gov> wrote:



CITY OF SHERIDAN, WYOMING

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

Ph (307) 674-6483 Fax (307) 674-2195

Treasurer

MEMORANDUM

Project Name: Consideration of Creating a New Accounts Payable Technician Position - City Treasurer Karen Burtis
From: Karen Burtis, City Treasurer
To: Mayor and Council
CC:
Date: 12/30/2022

Recommendation:

Staff recommends approving a new Accounts Payable Technician position.

Background:

In 2008, the City downsized staffing due to economic conditions. At that time, the accounts payable and payroll positions were combined into one position. The same staff member has been doing both jobs since then. At the time of the consolidation, this person was only writing checks. Over time, additional duties have been taken on, such as reconciling and paying monthly payroll deductions, filing quarterly payroll reports, and preparing annual tax statements for employees and vendors. This person is very dedicated and for years has worked diligently to get the work done within the necessary timeframes. As a result, this person has had to forgo vacation time and has accumulated quite a bit of overtime. This person has recently indicated that they are burning out and unable to continue to work long hours with limited time off.

Discussion:

Splitting this person's duties back into two position will allow this person to accomplish their tasks without being constantly under pressure and working overtime. The new Accounts Payable position will be responsible for paying the City's bills twice a month. In addition, this person will also take on a new duty which is currently farmed out to a third party. Utility payments by check go to a lockbox in Seattle. We pay that company between \$2,500 and \$3,000 per month to process those payments. We will bring this function back in-house and use those funds to pay the new employee instead. Utility payments will come to City Hall and this new employee will be responsible for processing those payments that come through the mail.

Funding:

We pay the lockbox company approximately \$31,000 per year. That funding will now be used to pay for a new employee. Depending on benefits, the cost the new position could be as high as \$44,000. The remaining balance will be covered by increased sales and property tax revenue.



CITY OF SHERIDAN, WYOMING

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Treasurer

MEMORANDUM

Project Name: Consideration of the Designating \$1,399,276.10 of FY22 General Fund Surplus as Cash Reserves - City Treasurer Karen Burtis
From: Karen Burtis, City Treasurer
To: Mayor and Council
CC:
Date: 12/30/2022

Recommendation:

Staff recommends designating \$1,399,276.10 of the FY22 General Fund surplus as general cash reserves. This will bring the balance of the general cash reserve fund to \$6,000,000, which will be 84% of this year's target amount.

Background:

The general cash reserve fund was created by Ordinance #1967 on April 18, 2005. It called for a reserve of 10% of the General Fund operating budget. On April 7, 2014, this amount was updated by Resolution #17-14 to call for six months of the annual General Fund expense. Each year, as the General Fund operating budget increases, so does the target amount of the Cash Reserves.

Discussion:

The FY23 General Fund budget is \$14,278,100. Therefore, the target cash reserve is \$7,139,050 at this time. The actual FY22 cash reserve, prior to closing the fiscal year, is \$4,600,724. That leaves a balance of \$2,538,326 to fund until the target is met, which will change as the General Fund budget continues to increase year to year.

Fiscal Year 22 ended with a surplus of over \$2,000,000 in the General Fund. This is a reflection of actual revenues received less actual expenditures paid. Surpluses increase the overall fund balance account (equity account) of the General Fund, whereas deficits decrease the overall fund balance. Simplistically, the fund balance account is like a savings account, however it is really a plugged number based on asset and liability balances.



CITY OF SHERIDAN, WYOMING

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

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Public Works

MEMORANDUM

Project Name: Consideration of ARPA Grant Resolutions and Priorities - Public Works Director Hanns Mercer

- Resolution 04-23 - Waster Water Treatment Plant ARPA Grant
- Resolution 05-23 - Sheridan County School District #2 ARPA Grant
- Resolution 06-23 - Airport Transmission Main ARPA Grant
- Resolution 07-23 - Northeast Transmission Main ARPA Grant

From: Hanns Mercer, Public Works Director

To: Mayor and Council

CC:

Date: 12/27/2022

Recommendation:

Staff Reccomends Mayor and Council approve the following resolutions to submit a Local Government Project ARPA Grant Application: 04-23 Sheridan Wastewater Treatment Plant Facility Components/Code Compliance Project, 05-23 Construction of the Fifth Street Career Development Center, 06-23 Sheridan Airport Water Transmission Main Project, and 07-23 Construction of the Northeast Transmission Main Extension Project.

Background:

The Sheridan Wastewater Treatment Plant Facility Project includes replacing the primary electrical service from Fort Road into the facility, installing a new transformer and new switch gear. Replacement of exhaust fans, intake louvers, air handling and heating equipment in various buildings to ensure adequate ventilation is available to maintain non-hazardous conditions. Removing the existing 40+ year old clarifier center support column and sludge scraper mechanism and replacing the mechanism with a new center column, scraper mechanism, motor drive and gear box unit. Major modifications to the raw sewage pump station (RSPS) to create an adjacent dry well style pump station with stairway access to the pumps, with new pumps, valves, piping, electrical motor control panels and variable speed drives. Only the existing RSPS wet well would remain part of the pump station upon completion. Installation of a second, identical dewatering press to both add capacity and provide redundancy to this critical part of the treatment process. It would also include upgrade of the undersized sludge pumps to both meet the capacity of the existing press and accommodate the added sludge dewatering capacity.

NOTE: The application for this project is being submitted for the first time.

The Fifth Street Career Center is a SCSD2 project being sponsored by the City. The center will expand local training space capacity to prepare youth and adults for occupations in agriculture and its support industries, culinary, healthcare and trades by constructing a 28,300 sq ft career development center with specialized classrooms and labs for occupational training. Existing facilities, other than two greenhouses, will be demolished and existing infrastructure used if possible.

NOTE: The application for this project is being submitted for the first time.

The Sheridan Airport Water Transmission Main will replace the existing water supply pipeline system in the eastern end of the city near the airport with a new transmission main that has failed multiple times in the past, is approaching the end of its life, and is in critical need of replacement.

NOTE: The application for this project has been previously submitted for Chapter 41 Water & Sewer ARPA Grants. This updated Resolution will allow for our previous application to be considered for the Chapter 42 Local Government Project ARPA Grant.

The Northeast Transmission Main Extension Project: The City contracted with an engineering firm in 2014 to prepare a report evaluating the City's ability to extend water and sanitary sewer services to the northeast area of Sheridan for the purpose of growth. This project would extend water and sewer services contemplated in this report.

NOTE: The application for this project has been previously submitted for Chapter 41 Water & Sewer ARPA Grants. This updated Resolution will allow for our previous application to be considered for the Chapter 42 Local Government Project ARPA Grant.

Discussion:

All applications submitted for ARPA Grant consideration must be prioritized. Staff requests that the Council prioritize the four projects for consideration.

By approving the Resolution for the SCSD2 Fifth Street Career Development Center, it approves the ownership of the land. This would be done by a Quick Claim Deed and the City would own the land through the end of the project presented.

Funding:

- Sheridan Airport Water Transmission Main funding:
 - Estimated Project Cost - \$8,700,000
 - WWDC Grant - \$3,102,000
 - City DWSRF Loan -\$765,000
 - SAWS DWSRF - \$765,000
 - Previously received ARPA Funds - \$50,000
 - ARPA Grant Request - \$2,720,000
- Northeast Transmission Main Extension funding:
 - Estimated Project Cost - \$3,971,151
 - City of Sheridan Enterprise Funds - \$1,310,479 (Cost Share 50/50)
 - WWDC has funded design, anticipated construction funding @ 67%
 - ARPA Grant request \$3,335,766
- Sheridan Wastewater Treatment Plant Facility Components/Code Compliance Project funding:
 - Estimated Project Cost - \$5,900,000
 - \$4,300,000 ARPA Grant request
 - \$1,600,000 SRF Loan
- SCSD#2 Fifth Street Career Development Center funding:
 - Estimated Project Cost - \$15,690,613
 - \$7,500,000 ARPA Grant request
 - \$8,190,613 Fundraising Campaign

Attachments

Resolution 04-23

Resolution 05-23

Resolution 06-23

Resolution 07-23

CITY OF SHERIDAN
RESOLUTION 04-23

A RESOLUTION AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT PROJECT ARPA GRANTS APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY OF THE CITY OF SHERIDAN, WYOMING FOR THE PURPOSE OF: *Sheridan Wastewater Treatment Plant Facility Components/Code Compliance Project (“The Project”)*.

WHEREAS, the Governing Body for the City of Sheridan, Wyoming desires to participate in the LOCAL GOVERNMENT PROJECT ARPA GRANT program to assist in financing this request; and

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

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

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

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

that a grant application in the amount of four million three hundred thousand and 00/100 dollars (\$4,300,000) be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the Sheridan Wastewater Treatment Plant Facility Components/Code Compliance Project.

BE IT FURTHER RESOLVED:

that Hanns Mercer, P.E., Public Works Director is hereby designated as the authorized representative of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2023.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk

**CITY OF SHERIDAN
RESOLUTION 05-23**

A RESOLUTION AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT PROJECT ARPA GRANTS APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY OF THE CITY OF SHERIDAN, WYOMING FOR THE PURPOSE OF: ***Construction of the Fifth Street Career Development Center, which will help mitigate the workforce shortage caused by COVID and continued workforce shortage in targeted occupations. It will expand local training space capacity to prepare youth and adults for occupations in agriculture and its support industries, culinary, and healthcare. SCSD2 will expand its enrollment in these occupations which are in demand by local employers and will provide training space for industry and other local trainers including Sheridan College.***

WHEREAS, the Governing Body for the City of Sheridan, Wyoming desires to participate in the LOCAL GOVERNMENT PROJECT ARPA GRANT program to assist in financing this request; and

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

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

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

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

that a grant application in the amount of seven million and 00/100 dollars (\$7,500,000) be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the Fifth Street Career Development Center.

BE IT FURTHER RESOLVED:

that Hanns Mercer, P.E., Public Works Director, is hereby designated as the authorized representative of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2023.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk

**CITY OF SHERIDAN
RESOLUTION 06-23**

A RESOLUTION AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT PROJECT ARPA GRANTS APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE CITY OF SHERIDAN, WYOMING FOR THE PURPOSE OF: ***Replacing an existing water transmission main, totaling 3.3 miles in length and commonly referred to as the Sheridan Airport Water Transmission Main Project (“The Project”).***

WHEREAS, The Governing Body for the City of Sheridan, Wyoming desires to participate in the LOCAL GOVERNMENT PROJECT ARPA GRANT program to assist in financing this request; and

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

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

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

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

that a grant application in the amount of two million, seven hundred and twenty thousand and 00/100 dollars (\$2,720,000) be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the Sheridan Airport Water Transmission Main Project.

BE IT FURTHER RESOLVED:

that Hanns Mercer, P.E., Public Works Director, is hereby designated as the authorized representative of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2023.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk

**CITY OF SHERIDAN
RESOLUTION 07-23**

A RESOLUTION AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT PROJECT ARPA GRANTS APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE CITY OF SHERIDAN, WYOMING FOR THE PURPOSE OF: ***Construction of the Northeast Transmission Main Extension Project, (“The Project”).***

WHEREAS, the Governing Body for the City of Sheridan, Wyoming desires to participate in the LOCAL GOVERNMENT PROJECT ARPA GRANT program to assist in financing this request; and

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

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

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

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

that a grant application in the amount of three million, three hundred thirty-five thousand, seven hundred sixty-six and 84/100 dollars (\$3,335,766.84) be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the Construction of the Northeast Transmission Main Extension Project.

BE IT FURTHER RESOLVED:

that Hanns Mercer, P.E., Public Works Director, is hereby designated as the authorized representative of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2023.

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

Attorney

MEMORANDUM

Project Name: Consideration of Sheridan County School District #2 MOU Regarding the Grant Funding Application - City Attorney Brendon Kerns
From: Brendon Kerns, City Attorney
To: Mayor and Council
CC:
Date:

Background:

See attached memo and MOU.

Attachments

Memo
MOU
Exhibit A
Exhibit A Pg 2
Quit Claim

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: January 12, 2023
To: Mayor and Council
RE: Memorandum of Agreement (5th Street – ARPA Grant Application)

Please find attached the Memorandum of Agreement regarding the 5th Street ARPA grant. This Memorandum essentially states that SCSD#2 will transfer to the City the real property located at 1967 West 5th Street. The City and SCSD#2 will work together to submit the ARPA grant application in the amount \$7,500,000. The grant will be used for the establishment of a Career Development Center.

If the grant is awarded, the City and SCSD#2 will work together to create a subsequent memorandum of understating regarding construction and other matters. If the grant is not awarded, the City will deed the property back to SCSD#2 within 30 days.

If you have any questions, please do not hesitate to contact me.

TARVER, KERNS & BUNTING, LLP



Brendon E. Kerns

**Memorandum of Agreement
(5th Street – ARPA Grant Application)**

This Memorandum of Agreement (“Agreement”) is entered into by and between **Sheridan County School District Number 2, State of Wyoming**, whose address is 201 North Connor Street, Suite 201, Sheridan, WY 82801 (referred to herein as “SCSD2”), and **City of Sheridan, Wyoming**, whose address is 55 Grinnell Plaza, Sheridan, WY 82801 (referred to herein as “City of Sheridan”).

Recitals

A. SCSD2 owns a parcel of land consisting of approximately 10.28 acres situated at 1967 West Fifth Street, Sheridan, Wyoming, more specifically described in **Exhibit A** (referred to herein as the “Property”).

B. SCSD2 and the City of Sheridan desire to work jointly together to submit a Local Government Project ARPA Grants Application to the State Loan and Investment Board (referred to herein as the “ARPA Grants Application”) to obtain funding for the construction and operation of a project on the Property referred to as the “Fifth Street Career Development Center” under the terms and conditions contained herein. The intended purposes of the Fifth Street Career Development Center include mitigating workforce shortages in targeted occupations by expanding local training space capacity to prepare youth and adults for occupations in agriculture and in support industries, culinary, and healthcare. The Fifth Street Career Development Center will allow SCSD2 to expand its enrollment in these occupations and will provide additional training space for industry, Northern Wyoming Community College District, and other local trainers.

Now, therefore, in consideration of the mutual covenants herein set forth, the parties agree as follows:

1. The City of Sheridan shall submit an ARPA Grants Application for submittal to the State Loan and Investment Board (“SLIB”) requesting a grant in the amount of seven million five hundred thousand dollars (\$7,500,000.00) in the form attached as **Exhibit B**. The City of Sheridan shall notify SLIB that the Fifth Street Career Development Center is its #2 priority (in relation to other applications the City of Sheridan may be submitted to SLIB at this time).

2. The parties shall proceed as follows with respect to the Property:

a. Prior to the submission of the ARPA Grants Application, SCSD2 shall convey the Property to the City of Sheridan by Quitclaim Deed in the form attached as **Exhibit C**.

b. In the event the ARPA Grants Application is not granted, then the City of Sheridan shall convey the Property back to SCSD2 by quitclaim deed within thirty (30) days of notice of the denial of the application.

c. In the event the ARPA Grants Application is granted and funds are awarded, the City of Sheridan shall remain in ownership of the Property until all conditions of the ARPA

grant are fulfilled. At such time as the conditions of the ARPA grant are fulfilled or at such time as construction of the Fifth Street Career Development Center is completed, whichever is earlier, the City of Sheridan shall convey the Property back to SCSD2 by quitclaim deed.

3. In the event the ARPA Grants Application is granted, all funds obtained through the grant shall be utilized for the construction and operation of the Fifth Street Career Development Center on the Property. Further, SCSD2 and the City of Sheridan shall work together in good faith to develop a subsequent memorandum of understanding to contain the agreement of the parties with respect to the construction and other aspects of the project.

4. SCSD2 and the City of Sheridan shall work together to ensure compliance with all rules and requirements pertaining to the ARPA grant.

5. Neither SCSD2 nor the City of Sheridan waive governmental immunity by entering into this Agreement, and both parties specifically retain all immunities and defenses available to it as a governmental entity pursuant to Wyo. Stat. §1-39-101, et seq., and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as a waiver of governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

6. This Agreement, in its entirety, shall be binding upon all the parties hereto, their respective successors, heirs, executors, administrators or assigns.

IN WITNESS WHEREOF, School District and City of Sheridan have affixed their signatures effective on the date first written above.

Dated effective this ____ day of January, 2023.

**Sheridan County School District No. 2,
State of Wyoming**

City of Sheridan, Wyoming

By:

By:

Title:

Title:

EXHIBIT "A"

A tract of land located in the Southeast Quarter of the Southwest Quarter (SE $\frac{1}{4}$ SW $\frac{1}{4}$) of Section 21, Township 56 North, Range 84 West, of the Sixth Principal Meridian, City of Sheridan, Sheridan County, Wyoming, being more particularly described as follows:

Beginning at a point on the South line of said Section 21; said point being located N88°20'49"E, 308.47 feet from the Southwest Corner of said SE $\frac{1}{4}$ SW $\frac{1}{4}$; thence N1°40'15"W, 223.66 feet; thence N35°02'45"E, 94.61 feet; thence N1°54'11"E, 80.00 feet to the southerly line of Tract 1 of the School Tracts Plat; thence along said southerly line N88°44'55"E, 957.87 feet to a point on the westerly line of Long Drive; thence along said westerly line along a curve to the right having a radius of 120.00 feet, a central angle of 46°01'54", and arc length of 96.41 feet, with a chord bearing and distance of S22°30'00"W, 93.84 feet; thence continuing along said westerly line S45°30'53"W, 87.08 feet; thence continuing along said westerly line along a curve to the left having a radius of 180.00 feet, a central angle of 47°29'48" and arc length of 149.22 feet, with chord bearing and distance of S21°45'58"W, 144.98 feet; thence continuing along said westerly line S1°58'56"E, 94.80 feet to a point on the south line of said Section 21; thence along said south line S88°20'49"W, 859.94 feet to the point of beginning (purported to contain 7.745 acres, more or less).

Exhibit A

A tract of land situated in the SE¼SW¼ of Section 21, Township 56 North, Range 84 West, 6th Principal Meridian, Sheridan County, Wyoming; said tract being more particularly described as follows:

Commencing at the south quarter corner of said Section 21; thence N89°49'25"W, 1031.28 feet to the POINT OF BEGINNING of said tract, said point lying on the north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330); thence S88°26'26"W, 127.74 feet along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; thence N01°35'59"W, 10.0 feet along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; thence S88°24'01" W, 100.00 along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; thence N60°33'56"W, 17.46 feet along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; thence N01°35'59"W, 30.00 feet along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; thence S88°24'01"W, 4.12 feet along said north right-of-way line of West Fifth Street (AKA Wyoming State Highway No. 330) to a point; said point lying on the proposed east right-of-way line of Mydland Road (AKA County Road No. 330); thence N00°30'22"W, 487.82 feet along said east right-of-way line of Mydland Road (AKA County Road No. 330) to a point; said point lying on the northerly line of a tract of land described in book 442 of Deeds, Page 89; thence S59°05'11"E, 353.90 feet along said northerly line of said tract described in Book 442 of Deeds, Page 89 to a point; thence S01°33'55"W, 79.84 feet along the easterly line of said tract described in Book 442 of Deeds, Page 89 to a point; thence S35°09'12"W, 95.05 feet along said easterly line of said tract described in Book 442 of Deeds, Page 89 to a point; thence S01°42'29"E, 190.73 feet along said easterly line of said tract described in Book 442 of Deeds, Page 89 to the POINT OF BEGINNING of said tract.

EXCLUDING a tract of land situated in the SE¼SW¼ of Section 21, Township 56 North, Range 84 West, 6th Principal Meridian, Sheridan County, Wyoming more particularly described as follows:

Commencing at the south quarter corner of said Section 21 (Monumented with a 3¼" Aluminum Cap per PLS 2615); thence N70°16'41"W, 1041.13 feet to the POINT OF BEGINNING of said tract, said point lying on the south line of Tract 1, School Tracts Plat, to the City of Sheridan, said point also being the northeast corner of a tract of land described in Book 489 of Deeds, Page 543; thence S88°44'19"W, 11.53 feet to a point; thence, through a curve to the right, having a central angle of 34°09'46", a radius of 200.00 feet, an arc length of 119.25 feet, a chord bearing of N74°10'48"W, and a chord length of 117.49 feet to a point; thence N57°05'55"W, 82.83 feet to a point; thence, through a curve to the left, having a central angle of 32°43'39", a radius of 201.50 feet, an arc length of 115.10 feet, a chord bearing of N73°27'45"W, and a chord length of 113.54 feet to a point, said point lying on the east right-of-way line of Mydland Road (AKA County Road No. 80) and the west line of said tract described in Book 489 of Deeds, Page 543; thence N00°30'14"W, 72.78 feet along said east right-of-way line of Mydland Road (AKA County Road No. 80) and said west line of said tract described in Book 489 of Deeds, Page 543 to a point, said point being the northwest corner of said tract described in Book 489 of Deeds, Page 543 and the southwest corner of said Tract 1, School Tracts Plat; thence S59°04'36"E, 353.90 feet along the north line of said tract described in Book 489 of Deeds, Page 543 and the south line of said Tract 1, School Tracts Plat to the POINT OF BEGINNING of said tract.

QUITCLAIM DEED

Sheridan County School District No. 2, State of Wyoming, Grantor, for good and valuable consideration the receipt of which is hereby acknowledged, conveys and quitclaims to **City of Sheridan, Wyoming**, whose address is 55 Grinnell Plaza, Sheridan, WY 82801, Grantee, all of Grantors' interest in the following-described real estate situate in Sheridan County, Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State of Wyoming, to-wit:

See Exhibit A, which is attached hereto and incorporated herein.

Together with all improvements situate thereon and all appurtenances thereunto appertaining or belonging.

Subject to all exceptions, reservations, rights-of-way, easements, covenants, restrictions and rights of record, and subject to any state of facts which would be disclosed by an accurate survey or physical inspection of the premises, and subject to building and zoning regulations and city, state and county subdivision laws.

DATED this ____ day of January, 2023.

Sheridan County School District No. 2, State of Wyoming

By:_____

Title: _____

STATE OF _____)
 : ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me by _____, _____ of Sheridan County School District No. 2, State of Wyoming, this ____ day of January, 2023.

Witness my hand and official seal.

Notary Public

My Commission Expires: _____