



**AGENDA
CITY OF SHERIDAN
JUNE 23, 2025
STUDY SESSION COUNCIL MEETING START 5:30 P.M.**

1. Discussion of the Contract Renewal for Municipal Court Alternate Judge Kevin Kessner - City Clerk Ashlee Foster
2. Discussion of Resolution 18-25 Approving Special Exemptions for Property Owners Directly Affected by the Approval of City Ordinance 2287 - City Planner Kelly Schroeder
3. General Discussion and Potential Future Agenda Items - City Administrator Stuart J. McRae
A. Council Request for Future Agenda Items.



CITY OF SHERIDAN, WYOMING

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

Clerk

MEMORANDUM

RE: Discussion of the Contract Renewal for Municipal Court Alternate Judge Kevin Kessner - City Clerk
Ashlee Foster
From: Ashlee Foster, City Clerk
To: City Council
CC: City Administrator Stuart McRae
Date: 06/23/2025

Recommendation:

City staff and Municipal Court Personnel all support the reappointment of Judge Kevin Kessner as the Municipal Court Alternate Judge, and recommend that City Council approve the renewed contract.

Background:

Charter Ordinance 2202 authorizes the Mayor to appoint the City Municipal Judges. The contract governing their appointment is to be approved by Council.

Judge Kevin Kessner has served as the Municipal Court Alternative Judge since 2016. The Mayor is recommending the renewal of Judge Kessner's appointment at this time.

Discussion:

The current contract expires July 1, 2025, noting that without expressed cancellation of the contract, the contract would then move to a month-to-month contract, allowing time for either cancellation or renewal of the contract at that time.

The term of the proposed appointment is for two (2) years beginning July 1, 2025, pending Council approval. The hourly rates remain the same as prior years.

The proposed contract is attached for Council's review.

Funding:

The expenses pertaining to this contract are budgeted for annually out of the Municipal Court Budget for Professional Services. There are no financial impacts or budgetary changes that take place based on the renewal of this contract.

Attachments

Alternative Judge Contract

PROFESSIONAL SERVICES AGREEMENT CITY OF SHERIDAN ALTERNATE MUNICIPAL COURT JUDGE

This Agreement is made by and between the City of Sheridan, Wyoming, a Municipal Corporation, (hereinafter the "City") and Kevin Kessner, and for mutual considerations, the parties agree as follows:

1. **MUNICIPAL JUDGE:** The Mayor, with the consent of City Council, hereby appoints and designates Kevin Kessner as an Alternate Municipal Judge for the Municipal Court of the City (the "Alternate Municipal Judge").

2. **SERVICES:** The Alternate Municipal Judge shall provide professional legal services required of a judge for the Municipal Court. The services shall be provided on a part-time only basis without a fixed or definite schedule. The Alternate Municipal Judge serves only when the designated primary Municipal Judge is unavailable or unable to serve. The City will ensure that the Municipal Court Clerk or primary Municipal Judge provides timely notification to the Alternate Municipal Judge when services are needed under this Agreement.

The primary duties and responsibilities of the Alternate Municipal Judge are set forth in Wyo. Stat. §§ 5-6-101, *et seq.*; Wyo. Stat. §§ 5-6-201, *et seq.*; and the City Code. Additionally, the Municipal Court Clerk and primary Municipal Judge will keep the Alternate Municipal Judge apprised of any changes in policies and/or procedures of the Municipal Court, including policies concerning imposition of bond, issuing Orders to Show Cause and Bench Warrants, conducting Arraignments and/or Initial Appearances, Bench Trials, and Sentencing Defendants, when applicable.

Nothing in this Agreement shall be deemed to prohibit the Alternate Municipal Judge from performing other private legal services.

3. **TERM:** The initial term of this Agreement shall be two (2) years commencing with the effective date of July 1, 2025, and ending on the two (2) year anniversary date thereafter, unless sooner terminated by the parties. If a new or extension agreement has not been executed prior to expiration of the term and the parties nonetheless continue the relationship after the term, then this Agreement shall be automatically extended on a month-to-month basis until a new agreement is executed or this Agreement is expressly terminated.

The appointment of the Alternate Municipal Judge and this Agreement shall be terminated by the Mayor if the Alternate Municipal Judge fails or refuses to take the Oath of Office. Additionally, the appointment of the Alternate Municipal Judge and this Agreement may be terminated by the Mayor if the Mayor reasonable believes that the Alternate Municipal Judge is not complying with the law or City Code; not competently, promptly, efficiently, and diligently performing his duties and services; or not being cooperative, dignified, and courteous to the individuals the Alternative Municipal Judge deals with during his services.

The Alternate Municipal Judge may terminate his appointment and this Agreement only after providing fifteen (15) days written notice to the City Clerk. Such written notice is required to provide the City adequate time to find another alternate judge.

4. **COMPENSATION:** The Alternate Municipal Judge agrees to accept and the City agrees to pay \$250.00 per hour as compensation for the services provided herein. The Alternate Municipal Judge shall invoice the City for all time spent providing the services at the end of each calendar month during the term of this Agreement. The City shall pay such invoice within forty-five (45) days, subject to the City's voucher procedures. Expenses incurred by the Alternate Municipal Judge during their performance of the services shall be reimbursed at the rate of \$.10 per copy, mileage at the federal rate of travel outside of Sheridan, and at straight cost for all other expenses advanced by the Alternate Municipal Judge for any particular matter.

Additionally, for the Alternate Municipal Judge's use at the Municipal Courtroom, the City shall supply the following supplies and equipment: paper, postage, photocopying, judicial robes, current copies of the City Code, Sheridan Police Department City Ordinance Booklet, State Statutes, Wyoming Rule of Criminal Procedure, laptop, and printer.

5. **RELATIONSHIP BETWEEN PARTIES:** The Alternate Municipal Judge shall perform the services as an appointee of the City, and nothing herein contained shall be construed to be inconsistent with this relationship or status. The City shall not make any withholdings as compensation is paid to the Alternate Municipal Judge. The Alternate Municipal Judge agrees to pay all taxes, insurance, and other expenses as should arise in the day-to-day fulfillment of this Agreement, as would be consistent with a non-employment relationship. The relationship with the Alternate Municipal Judge is nonexclusive. The Alternate Municipal Judge may perform other jobs as the Alternate Municipal Judge deems appropriate and not in conflict with the services herein. However, the Alternate Municipal Judge shall not represent any party in the Municipal Court of the City and shall not represent any party in any matter or lawsuit filed in Circuit Court, District Court, or Federal Court adverse to the City.

6. **ACCOUNTING: MUNICIPAL COURT MANAGER:** The Alternate Municipal Judge shall not be required to supervise the accounting of the funds of the Municipal Court.

7. **SOVEREIGN IMMUNITY; INSURANCE:** To the maximum extent permitted by law, the Alternate Municipal Judge shall share in the governmental immunity provided to the City for the services provided by the Alternate Municipal Judge pursuant to this Agreement. Likewise, to the maximum extent permitted by the City's insurance coverage, the Alternate Municipal Judge shall share in the insurance coverage provided to the City for all of the services provided by the Alternate Municipal Judge pursuant to this Agreement.

IN WITNESS WHEREOF, this Agreement is executed the ____ day of _____
2025.

CITY OF SHERIDAN:

ALTERNATE MUNICIPAL JUDGE:

Richard Bridger, Mayor



Kevin Kessner

ATTEST:

Ashlee Foster, City Clerk



CITY OF SHERIDAN, WYOMING

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

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

Planning

MEMORANDUM

RE: Discussion of Resolution 18-25 Approving Special Exemptions for Property Owners Directly Affected by the Approval of City Ordinance 2287 - City Planner Kelly Schroeder

From: Kelly Schroeder, Planning Director

To: City Council

CC:

Date: 06/16/2025

Recommendation:

Staff recommends approval of Resolution 18-25 Approving Special Exemptions for Property Owners Directly Affected by the Approval of City Ordinance 2287

Background:

On April 7, 2025 the Governing Body adopted Ordinance 2287 amending the M-1 Industrial zone district. Because the amendments may have made some M-1 properties nonconforming, the Governing Body also approved Resolution 13-25 authorizing the Governing Body to grant city-initiated Special Exemptions to property owners directly affected by the approval of Ordinance 2287.

The city-initiated Special Exemption process is open for six months, beginning on April 7, 2025, and terminating on October 6, 2025. During this window, affected property owners shall apply for a Special Exemption with the City Planning division. To date, eight qualified property owners have applied for the Special Exemption and are being presented to the Governing Body via Resolution 18-25.

Discussion:

The eight qualified properties, their locations, and their Special Exemption use are as follows:

1. Wagner Investment Properties
 - Address: 9 Industrial Lane
 - Special Exemption use: raw material and mineral extraction and processing
2. JFL Land Company, LLC
 - Address: 1656 S. Sheridan Avenue
 - Special Exemption use: millwork and casework requiring DEQ air quality permit
3. Base Financial, Inc.
 - Address: 775 E. 8th Street
 - Special Exemption use: powder coating and sandblasting requiring DEQ air quality permit
4. Blaine K. Murphy & Dorcas D. Sundberg
 - Address: 1450 Industrial Drive
 - Special Exemption use: salvage, wrecking, and restoration of automobiles, chemical storage, parts storage, and incidental uses
5. TA Boggess
 - Address: 1290 Skeels Street
 - Special Exemption use: automobile salvage yard, gasoline storage, and incidental uses

6. Ted's Towing, LLC

- Address: 1330 Industrial Drive
- Special Exemption use: automobile salvage yard, gasoline storage, and incidental uses

7. Simon Contractors

- Address: 1618 Kroe Lane
- Special Exemption use: asphalt manufacture, concrete manufacture, raw materials processing, and chemical storage

8. City of Sheridan

- Address: 1145 Kroe Lane
- Special Exemption use: asphalt manufacture

Attachments

Draft Resolution

Wagner Investment Properties SE Draft

JFL Land Co. SE Draft

Base Financial SE Draft

Blaine Murphy SE Draft

TA Boggess SE Draft

Ted's Towing SE Draft

Simon Contractors SE Draft

City of Sheridan SE Draft

**CITY OF SHERIDAN
RESOLUTION 18-25**

A RESOLUTION APPROVING SPECIAL EXEMPTIONS FOR PROPERTY OWNERS DIRECTLY AFFECTED BY THE APPROVAL OF CITY ORDINANCE NO. 2287

WHEREAS, the Governing Body of the City of Sheridan (the “City”) has approved Ordinance No. 2287 amending the M-1 Industrial District (the “Amendment”);

WHEREAS, the Amendment may have made property owners’ uses within the M-1 Industrial District nonconforming;

WHEREAS, to prevent nonconforming uses, the Governing Body approved Resolution 13-25 to grant Special Exemptions to property owners directly affected by the approval of Ordinance 2287.

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

City Staff support the following property owners, properties, and special exemption uses that have applied for the City initiated Special Exemptions under Resolution 13-25:

1. Wagner Investment Properties
 - a. **Address:** 9 Industrial Lane, Sheridan, Wyoming 82801
 - b. **Legal Description:** a tract of land situated in the W1/2 NE1/4 of Section 25, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more particularly described by Deed Book 578, Page 693 in the records of the Sheridan County Clerk
 - c. **PIN:** 56842440000433
 - d. **Special Exemption Use:** raw material and mineral extraction and processing
2. JFL Land Company, LLC
 - a. **Address:** 1656 S. Sheridan Avenue, Sheridan, Wyoming 82801
 - b. **Legal Description:** a tract of land situated in the NW1/4 SW1/4 of Section 35, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more particularly described by Deed Book 418, Page 549 in the records of the Sheridan County Clerk
 - c. **PIN:** 56843530002433
 - d. **Special Exemption Use:** millwork and casework requiring DEQ air quality permit
3. Base Financial, Inc.
 - a. **Address:** 775 E. 8th Street, Sheridan, Wyoming 82801
 - b. **Legal Description:** Sheridan Industrial Park Phase II, Lot 1
 - c. **PIN:** 56842330400125
 - d. **Special Exemption Use:** powder coating and sandblasting requiring DEQ air quality permit
4. Blaine K. Murphy & Dorcas D. Sundberg
 - a. **Address:** 1450 Industrial Drive, Sheridan, Wyoming 82801
 - b. **Legal Description:** Sheridan Industrial Park Phase 1, Block 2, Lot 3
 - c. **PIN:** 56842330200225
 - d. **Special Exemption Use:** salvage, wrecking, and restoration of automobiles, chemical storage, parts storage, and incidental uses
5. TA Boggess
 - a. **Address:** 1290 Skeels Street, Sheridan, Wyoming 82801
 - b. **Legal Description:** Lots 8 & 9, Block 2, Sheridan Industrial Park Phase 1
 - c. **PIN:** 56842330200425
 - d. **Special Exemption Use:** automobile salvage yard, gasoline storage, and incidental uses
6. Ted’s Towing, LLC
 - a. **Address:** 1330 Industrial Drive, Sheridan, Wyoming 82801
 - b. **Legal Description:** Lot 7, Block 2, Sheridan Industrial Park Phase 1
 - c. **PIN:** 56842330201725
 - d. **Special Exemption Use:** automobile salvage yard, gasoline storage, and incidental uses
7. Simon Contractors
 - a. **Address:** 1618 Kroe Lane, Sheridan, Wyoming 82801
 - b. **Legal Description:** a tract of land situated in the E1/2 SE1/4 of Section 26, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more

particularly described by Deed Book 552, Page 458 in the records of the Sheridan County Clerk

- c. **PIN:** 56842640000933
 - d. **Special Exemption Use:** asphalt manufacture, concrete manufacture, raw materials processing, and chemical storage
8. City of Sheridan
- a. **Address:** 1145 Kroe Lane, Sheridan, Wyoming 82801
 - b. **Legal Description:** Lots 1-6, Block 2, and Lots 1-12, Block 3, Wood's Addition
 - c. **PIN:** 56842642500125, 56842642500225, and 56842642600125
 - d. **Special Exemption Use:** asphalt manufacture

The Governing Body finds that the following factors have been met, as described in Sheridan Municipal Code Appendix A, Section 14.2, for each of the above properties and the current use(s) on each property that requires a special exemption following the approval of Ordinance 2287:

- 1. The exemption requested is listed as an allowed special exemption within the zoning district in which the property is located.
- 2. The use is consistent with the goals, policies, and recommended future land use plan of the adopted master plan.
- 3. The granting of the exemption is in harmony with the general purposes and intent of the ordinance and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Therefore, the Governing Body hereby approves and grants the attached Special Exemptions for M-1 Industrial District for the above properties and directs City Staff to record the attached Special Exemptions for M-1 Industrial District once executed.

PASSED, APPROVED AND ADOPTED this _____ day of _____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

CITY OF SHERIDAN, WYOMING
SPECIAL EXEMPTION FOR M-1 INDUSTRIAL DISTRICT

This Special Exemption for M-1 Industrial District (“Special Exemption”) is approved and granted by City of Sheridan, Wyoming, a municipal corporation, whose address is 55 Grinnell Plaza, Sheridan, Wyoming 82801, (the “City”) for the purpose of permitting the below described Special Exemption Use on the below described real estate.

RECITAL

On July 7, 2025, the City of Sheridan Governing Body held a public hearing where the Governing Body approved and granted the following Special Exemption for M-1 Industrial District by way of Resolution 18-25 Approving Special Exemptions for Property Owners Directly Affected by the Approval of City Ordinance No. 2287.

SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

A tract of land situated in the W1/2 NE1/4 of Section 25, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more particularly described by Deed Book 578, Page 693 in the records of the Sheridan County Clerk.

Commonly known as 9 Industrial Lane, Sheridan, Wyoming 82801.

Special Exemption Use: raw material and mineral extraction and processing.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this ____ day of _____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of _____ 20__
by _____

Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires

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A tract of land situated in the NW1/4 SW1/4 of Section 35, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more particularly described by Deed Book 418, Page 549 in the records of the Sheridan County Clerk.

Commonly known as 1656 S. Sheridan Ave., Sheridan, Wyoming 82801.

Special Exemption Use: millwork and casework requiring DEQ air quality permit.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this ____ day of ____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of ____ 20__
by _____

Name(s) or Person(s) Making Statement (seal)

Notary Public My commission expires

CITY OF SHERIDAN, WYOMING
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SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

Lot 1, Sheridan Industrial Park Phase II
Commonly known as 775 E. 8th St., Sheridan, Wyoming 82801.

Special Exemption Use: powder coating and sandblasting requiring DEQ air quality permit.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this ____ day of ____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of ____ 20__
by _____
Name(s) or Person(s) Making Statement (seal)

Notary Public My commission expires

**CITY OF SHERIDAN, WYOMING
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SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

Lot 3, Block 2, Sheridan Industrial Park Phase 1

Commonly known as 1450 Industrial Dr., Sheridan, Wyoming 82801.

Special Exemption Use: salvage, wrecking, and restoration of automobiles, chemical storage, parts storage, and incidental uses.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this _____ day of _____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this day of 20

by _____
Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires _____

CITY OF SHERIDAN, WYOMING
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SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

Lots 8 & 9, Block 2, Sheridan Industrial Park Phase 1
Commonly known as 1290 Skeels St., Sheridan, Wyoming 82801.

Special Exemption Use: automobile salvage, gasoline storage, and incidental uses.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

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City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of _____ 20__

by _____

Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires

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SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

Lot 7, Block 2, Sheridan Industrial Park Phase 1

Commonly known as 1330 Industrial Dr., Sheridan, Wyoming 82801.

Special Exemption Use: automobile salvage, gasoline storage, and incidental uses.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this ____ day of _____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of _____ 20__

by _____

Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires

CITY OF SHERIDAN, WYOMING
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NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

A tract of land situated in the E1/2 SE1/4 of Section 26, Township 56 North, Range 84 West, 6th PM, Sheridan County, WY, more particularly described by Deed Book 552, Page 458 in the records of the Sheridan County Clerk

Commonly known as 1618 Kroe Ln., Sheridan, Wyoming 82801.

Special Exemption Use: asphalt manufacture, concrete manufacture, raw materials processing, and chemical storage.

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this day of 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this day of 20

by
Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires

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SPECIAL EXEMPTION

NOW, THEREFORE, the City hereby approves and grants the below described Special Exemption Use for the following-described real estate situate in Sheridan County, Wyoming:

Lots 1-6, Block 2, and Lots 1-12, Block 3, Wood’s Addition
Commonly known as 1145 Kroe Ln., Sheridan, Wyoming 82801.

Special Exemption Use: asphalt manufacture

This Special Exemption shall run with the land so long as the above-described real estate remains within the boundaries of the M-1 Industrial District, as defined by the City of Sheridan. If the above-described real estate is rezoned to a district other than the M-1 Industrial District, then this Special Exemption for M-1 Industrial District shall terminate and revoke in its entirety.

APPROVED AND GRANTED this ____ day of _____ 2025.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

State of Wyoming)
) SS
County of Sheridan)

Signed and sworn (or affirmed) before me on this ____ day of _____ 20__

by _____
Name(s) or Person(s) Making Statement

(seal)

Notary Public

My commission expires