



**AGENDA
CITY OF SHERIDAN
JUNE 1, 2026
REGULAR COUNCIL MEETING START 5:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation to be given by Jim Barth, First United Methodist Church.
4. Roll Call of Members
5. Consideration of Agenda
6. Community Update
 - A. Compass Center for Families - Tiffany Resser, Executive Director
7. Staff Update
 - A. Accessory Dwelling Units - City Planner Kelly Schroeder
8. Comments from the Public
9. Public Hearings
 - A. Public Hearing for Ordinance No. 2301-26 Addressing Fees within City Code - City Clerk Ashlee Foster
 - i. Consideration of the First Reading of Ordinance No. 2301-26 Addressing Fees within City Code

- B. Public Hearing for Ordinance No. 2302-26 Revising Chapters 4, 8 and 18 of City Code - City Clerk Ashlee Foster
- i. Consideration of the First Reading of Ordinance No. 2302-26 Revising Chapters 4, 8 and 18 of City Code

10. Consent Agenda

- A. Minutes of Regular Council Meeting held May 18, 2026
- B. Claims

NEW BUSINESS

- 11. Consideration of Bid Award to Wagner Ranch Services for the Old Landfill Corrective Measures Project in the Amount of \$3,166,610.25 - Utilities Director Dan Roberts
- 12. Council Comments and Committee/Board Reports
- 13. Adjournment



CITY OF SHERIDAN, WYOMING

55 Grinnell Plaza, Sheridan, Wyoming 82801

Ph (307) 674-6483

Clerk

MEMORANDUM

RE: Public Hearing for Ordinance No. 2301-26 Addressing Fees within City Code - City Clerk Ashlee Foster

From: Ashlee Foster, City Clerk

To: City Council

Date: 06/01/2026

Background:

During the development of the pending FY27 City's Master Fee Schedule, staff identified numerous sections throughout City Code that reference fees using inconsistent language and approval methods. Several sections currently reference fees being established "by the governing body," "by resolution," or other outdated language that does not align with the City's centralized Master Fee Schedule process.

Ordinance No. 2301-26 amends various sections of Chapters 2, 3, 6, 7, 7B, 12, 16, 20, 23, 26, and Appendix B of the Sheridan Municipal Code to standardize fee references and clarify that applicable fees are established within the City's Master Fee Schedule.

The proposed amendments are administrative in nature and are intended to improve consistency, clarity, and ease of future fee administration throughout City Code.

Discussion:

The FY27 Master Fee Schedule is scheduled to be presented to Council for study at the June 22 Study Session and is anticipated to be brought forward for approval at the July 6 Regular Meeting. Ordinance No. 2301-26 is also scheduled for third and final reading at the July 6 Regular Meeting, which will allow the FY27 Master Fee Schedule to be considered following approval of the associated code amendments to ensure consistency with adopted City Code.

Additionally, Ordinance No. 2301-26 includes repeal of two sections of City Code.

Chapter 16 (16-34) relates to permitted downtown parking. The existing code section authorized a permit system intended to allow downtown business owners and employees to utilize designated day-long parking spaces. However, neither the permit system nor fees were ever implemented and staff do not believe there is a need to pursue implementation at this time. The proposed repeal has been reviewed and supported by Public Works, the Police Department, and Administration. Downtown parking remains limited, and the current parking approach encourages business owners and employees to utilize rear parking lots and other long-term parking options, helping preserve convenient downtown parking availability for customers and visitors.

The second repeal relates to Chapter 20-3 regarding pawnbroker and secondhand dealer permits and associated fees. Similar to the downtown parking permit system, these permits and fees were never implemented. The Police Department has indicated that the required State licensing process is sufficient to verify eligibility and verify eligibility and authorization for the operation of these businesses. The Police Department works closely with local pawnshops and secondhand dealers and supports repeal of this section as it relates to current operational practices.

Staff Recommendation:

Staff recommends approval of Ordinance No. 2301-26 amending various sections of the Sheridan Municipal Code to clarify and standardize fee references in alignment with the City's Master Fee Schedule.

Attachments

Red-Lined Ordinance 2301-26

DRAFT Master Fee Schedule

**CITY OF SHERIDAN
ORDINANCE NO. 2301-26**

AN ORDINANCE AMENDING CHAPTERS 2, 3, 6, 7, 7B, 12, 16, 20, 23, 26, AND APPENDIX B OF THE SHERIDAN MUNICIPAL CODE TO CLARIFY AND STANDARDIZE THE PROCESS FOR APPROVAL OF FEES IN ALIGNMENT WITH THE CITY OF SHERIDAN MASTER FEE SCHEDULE.

WHEREAS, City staff have identified the need to amend various sections of the City Code to accurately reflect the process for approval of fees and to ensure consistency with the City of Sheridan Master Fee Schedule

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

Chapter 2 – Administration is hereby amended to read as follows:

Article 2-IX Fee Schedule

2-94 - Fee Schedule

~~The City can charge fees for providing services including, but not limited to, those services required by City Code and Wyoming Statute. The Master Fee Schedule establishes fees for services provided by the City. The Master Fee Schedule is approved and amended by the City Governing Body. shall approve a fee schedule with each budget establishing the fees charged for city services.~~ No fee may exceed the maximum allowed by Wyoming Statute.

Chapter 3 – Advertising is hereby amended to read as follows:

Article 3-II Signs and Billboards | 310 – Administration and Enforcement

(c)(2) Upon receiving all of the required documents the building official, or designated representative, shall determine if the proposed sign meets the requirements of Sheridan City Code, and the currently adopted International Building Code and National Electrical Code. After this determination has been made a permit will be issued. ~~The required sign permit fee~~ Sign permit fees, as established in the City's Master Fee Schedule, shall be paid prior to the issuance of any sign permit.

Chapter 6 – Animals and Fowl is hereby amended to read as follows:

6-8 Hogs Prohibited in City

(b) The keeping or maintaining of Vietnamese Potbellied pigs (V.P.B.P) within the city shall be permitted on the following conditions:

- (8) ~~One V.P.B.P. per household, with permit on such pig renewed annually upon payment of the fee assessed by the governing body.~~ No more than one (1) permitted V.P.B.P shall be allowed per household. The permit shall be subject to an annual fee as established in the City's Master Fee Schedule.

6-11 Impoundment and Seizure

(f) *Costs and restitution.* Every citation issued per Chapter 6 of the City of Sheridan Code, in addition to assessed fines and restitution, shall be subject to an animal shelter surcharge fee ~~as established in the City's Master Fee Schedule set by the city governing body.~~ The surcharge fee shall be paid to the ~~city~~ City of Sheridan and delivered to the animal shelter by the ~~city~~ City ~~treasurer.~~

6-17 Fees

The cost of a dog license shall be ~~set by the city governing body as established in the City's Master Fee and Schedule and~~ payable to the dog and cat shelter for each dog over the age of six months. ~~neutered male or spayed female; provided, that proof is furnished to the representative of the dog and cat shelter that such dog is neutered or spayed, and for each un-neutered male or un-spayed female over the age of six months.~~

Chapter 7 – Buildings and Building Regulations is hereby amended to read as follows:

7-14.1 Plumbing License Classification

(a) There shall be an annual fee as established in the City's Master Fee Schedule ~~set by the city governing body~~ for all individual trade licenses.

7-20 Electrical Work Generally—Permits, Permit Fee, Inspection, Plans and Specification

.... For other than electrical services, typical replacement components in existing equipment such as lamps, ballasts, timers, relays, small motors, snap switches and receptacles shall not be subject to permit requirements where the same do not alter or effect the original layout.

~~The permit fee shall be derived from the current fee resolution.~~ The permit fee shall be as established in the City's Master Fee Schedule.

7-21 Owner Remodel and Construction Work

(b)(2)(F) Each trade/discipline involved in every project will be allowed two inspections per phase of work included in the permit at no additional cost. A reinspection fee shall be ~~set by resolution of the city governing body as established in the City's Master Fee Schedule.~~

Chapter 7B – Cable and Telecommunication is hereby amended to read as follows:

7B-2-22 Application Fees

In connection with the filing of an application, the applicant shall pay all applicable application fees; ~~according to the city's fee schedule.~~ as established in the City's Master Fee Schedule.

Chapter 12– Garbage and Refuse Disposal is hereby amended to read as follows:

12-2-6 - License, Issuance, Fee

- (a) The ~~City city clerk~~ shall, in accordance with the applicable sections of this code, issue licenses for hauling garbage providing the applicant shall conform to all applicable sections of this article and other ordinances necessary to ensure and protect the public health and safety of the city and to avoid the creation of a public nuisance.
- (c) The annual fee for such a license shall be as ~~set by the city governing body.~~ established in the City's Master Fee Schedule.

Chapter 16 – Motor Vehicles and Traffic is hereby amended to read as follows:

16-34 Permitted Parking

Repealed by City Ordinance

~~The authorized city official is authorized to designate permitted parking spaces within the public parking lots, for which permits to park their vehicles may be issued to downtown merchants and employees, and others with day long downtown occupations, for terms of one year upon payment of an annual fee as may be set by the city governing body.~~

Chapter 20 – Pawnbrokers and Secondhand Dealers is hereby amended to read as follows:

20-3 Issuance; Fee; Term

Repealed by City Ordinance

~~The license required by the preceding section shall be issued to any person who shall apply therefor, upon such person paying to the city a fee in the amount set by the city governing body. No license shall be issued for a less period than one year.~~

Chapter 23 – Streets and Sidewalks is hereby amended to read as follows:

23-2 Fee

No permit required by the preceding section shall be issued by the city engineer until the fee, as established in the City's Master Fee Schedule ~~as established by the city governing body,~~ has been paid to the city.

Chapter 26 – Trees, Plants and Shrubs is hereby amended to read as follows:

26-15 License and Bond

- (b) A tree pruner's license fee shall be ~~set by city governing body.~~ as established in the City's Master Fee Schedule.

Appendix B – Subdivision Regulations is hereby amended to read as follows:

Article 1 – General Provisions

109B – Definitions

Project submittal, final. Consists of final plans for drainage, water and sewer, and traffic; construction plans for infrastructure improvements; the final plat; proof of title; ~~review fees~~ applicable fees as established in the City's Master Fee Schedule, and other supporting documents requested by the Director of Public Works.

Project submittal, preliminary. Consists of the required number of copies of the preliminary storm water drainage, water, sewer, and traffic plans; the preliminary plat; evidence of owner authorization; ~~review fees~~ applicable fees as established in the City's Master Fee Schedule; and other supporting documents requested by the Director of Public Works.

Article 3 – Application Procedures and Approval Process

303– Preliminary Project Submittal

(A)(2) ~~A-p~~Preliminary plat review fees as established in the City's Master Fee Schedule

304 – Final Project Submittal

(A)(2) ~~A-final plat review fee~~Final plat review fees as established in the City's Master Fee Schedule as prescribed by Resolution of the City Council

306 – Process for Administrative Replat

(B)(b) ~~A-final plat review fee~~Final plat review fees as established in the City's Master Fee Schedule as prescribed by Resolution of the City Council

Article 8 – Planned Unit Development

806.6– Fees and Advertisement

On submission of a PUD application, the applicant shall pay ~~a fees established by Council, for the for cost of advertising the public Hearing and the review of the application~~ all applicable fees as established in the City's Master Fee Schedule.

PASSED, APPROVED AND ADOPTED this ____ day of _____ 2026.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

County of Sheridan) SS
)

This instrument entitled Ordinance No. 2301-26 was signed and sworn (or affirmed) before me on this ____ day of _____ 20__ by _____.

Signature of Notary

(Seal)

My commission expires _____

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Published: _____

EFFECTIVE DATE: This Ordinance, Ordinance No. 2301-26 shall be in full force and effect on the date of publication, as listed above, according to law.



FY27 Master Fee Schedule

Date Approved

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Notice Regarding Fees

Important Notice Regarding Fees

- ❖ This Master Fee Schedule is approved by the City Governing Body
- ❖ All fees are subject to and are superseded by applicable Wyoming State Statutes
- ❖ All prior Resolutions and Master Fee Schedule(s) that were related to the fees adopted and amended herein are hereby revoked
 - All fees for Kendrick Golf Club are established via resolution and referenced herein
 - All fees for the Utilities Department are established via resolution and referenced herein
- ❖ Fees and charges are subject to change by the City Governing Body without notice

PASSED, APPROVED AND ADOPTED this _____ day of _____ 2026.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk

Administrative Services

General Service Charges

Item	Fee
Returned Check	\$30
Passport Execution Fee, per passport	\$35
Safe Rides Ticket Book	\$350
Annual Pot Belly Pig Permit	\$25
Animal Shelter Surcharge Fee	\$25
Annual Dog License, per dog <i>Required for any dog over the age of 6 months - to be obtained at the Sheridan Dog & Cat Shelter</i>	\$15

Administrative Permits

Alcohol & Park Permits

Permits	Fee	Late Fee
City Park Use Permit - Non Alcohol	No Fee	N/A
City Park Use Permit - With Alcohol	\$50	N/A
Open Container, per 24-hrs (Must be submitted 21 days prior to event)	\$50	\$50
Malt Beverage, per 24-hrs (Must be submitted 21 days prior to event)	\$50	\$50
Catering Permit, per 24-hrs (Must be submitted 21 days prior to event)	\$50	\$50

Special Event Permits

Permits & Non-Compliance	Fee	Late Fee
Special Event - Alcohol Not Included (Must be submitted at least 21 days prior to the event)	\$50	\$50
Special Event - Alcohol Included (Must be submitted at least 60 days prior to the event)	\$50	\$100
Barricade Non-Compliance, per day	See Public Works	

Mobile Vending Permits

Permits	Fee
Mobile Vending Permit (consecutive 7 day), per unit	\$50
Mobile Vending Permit (annual), per unit, per year	\$200
Mobile Vending Court Permit, per location, per year	\$400
All mobile vending permits must be approved and paid in full before any sales begin. Operating without an approved and paid permit may result in a violation of City Code Chapter 8-2(a).	

Liquor Licenses

Liquor License Administration		Fee
Fire Inspection (New/Transfer Only)		\$100
Publication Fee, per application		\$90
Annual Liquor Licenses		Fee
Bar and Grill License	First year	\$10,500
	Second year renewal	\$3,000
	Each following year	\$1,500
Retail Liquor License		\$1,500
Resort License		\$1,500
Restaurant Liquor License		\$500
Limited Retail Liquor License (club, social club)		\$500
Microbrewery/Winery License		\$500
Special Malt Beverage (Public Auditoriums, Event Centers)		\$500
Distillery License		\$200
Satellite Distillery License		\$100
Fees may be subject to change in accordance with Wyoming Statute. Certain license fees may be prorated based on the time of year the license is issued. See Wyoming Statute, Chapter 12		

Annual Renewals	Fee
License Fee, per license	As listed above
Publication Fee, per application	\$90

Transfers	Fee
License Transfer	\$100
Fire Inspection (Required for all transfers)	\$100
Publication Fee, per application	\$90

Public Records Requests

Electronic Material	Fee
No-Cost Requests - Records that are readily available, already posted on the City Website, and/or require 5 minutes or less of staff time*	No Fee
Tier 1 - Basic Requests - Requests that require more than 5 mins and up to 30 mins of total staff time*	\$5.00 flat fee
Tier 2 - Extended Requests - Requests requiring more than 30 mins and up to 3 hours of total staff time*	\$5.00 per 30-minute increments
Tier 3 - Complex or Sensitive Requests - Any request that exceeds 3 hours of total staff time* and/or requires redaction, legal review, or special handling due to: State or Federal law, Court rules or orders, Public Interest Exceptions, etc. If a request is classified as Tier 3, all time associated with the request is billed at the Tier 3 rate. Tier 1 and Tier 2 rates, including any flat fees, do not apply.	\$25.00 per 30-minute increments

Physical Material
If a public record is readily available but the requester asks City staff to gather and print the materials, a \$5.00 base fee will apply. This fee includes staff time and up to 70 printed pages. Any pages exceeding 70 will be charged in accordance with the City's standard printing rates.
SDM – Special Digital Media Charge: If records can be provided electronically, only applicable staff time and standard public records request fees apply, as outlined above. If records must be provided on physical digital media (e.g., a flash drive) due to file size limitations, system or security requirements, or at the requester's preference, the requester will be charged the actual cost of the media which may vary. If the requester provides their own digital storage device, it must be new, unopened, and delivered in person to City Hall for security purposes.

Printing	Fee
30 pages or less	No Fee
31-50 pages	\$2.50
51-70 pages	\$5.00
71-100 pages	\$8.00
101+ pages	To be determined by the City Clerk based on total pages

All Requests: Work begins after acceptance of cost and receipt of payment. Estimates may be adjusted prior to fulfillment if the scope of the request materially changes.

***Staff Time for All Requests:** Staff time is calculated based on the total cumulative labor time required to fulfill a public records request and may include time spent by multiple employees. For example, if two staff members each spend 1.5 hours on a request, the total staff time is 3 hours.

Police Department

Public Records Requests

Service	Fee	
Incident/Accident Report Request, each	\$10	
Contact Sheet/Record Sheet Request, each	\$10	
Photos Included in Report	First 20 pictures (base)	\$5
	Each additional 4 photos	\$1
Special Requests: Requests requiring extensive staff time will incur an hourly fee, in addition to the standard fee for the associated record. Charges are applied per hour, with a one-hour minimum.	\$45	
Audio/Video Requests	Fee	
Body Worn Camera/In-Car Video, per hour, one hour minimum. <i>Redaction fees may apply</i>	\$45	
Redaction Fees for Audio/Video	\$25 per video/audio + \$1 per minute of the entire length of the video/audio	

Fingerprinting

Service	Fee
Fingerprinting, per card*	\$5

*Each card is a full set of fingerprints; most requests require two identical cards

Fire Department

Service	Fee
American Heart Association Skills Check - FD	\$35
AHA First Aid/CPR Class, City Staff Only	\$22

Annual Professional Licenses

Annual Licenses*	Fee
Journeyman	\$50
Master-of-Record	\$50
Tree Trimmer's License	\$50
Drywall Contractor	\$200
Electrical Contractor	\$200
Excavator License	\$200
Fire Sprinkler Contractor	\$200
General Contractor	\$200
Limited Electrical Contractor	\$200
Masonry Contractor	\$200
Plaster/Acoustic Contractor	\$200
Plumbing Contractor	\$200
Private Sanitation Hauler*	\$200
Residential Contractor	\$200
Roofing Contractor	\$200
Siding/Glazing Contractor	\$200
Sign/Solar Contractor	\$200
Structural Concrete Contractor	\$200
Utility Contractor	\$200

*Private Hauler Licenses: Valid Jan 1–Dec 31 annually. All other licenses renew annually based on initial approval date.

On-Site Testing	Fee
Excavator, per exam, unlimited attempts	\$25
Utility Contractor, per exam, unlimited attempts	\$25
Journeyman Carpenter, per exam, unlimited attempts	\$115

Reciprocal Wyoming Licenses		Fee
Contractor License(s)**	First Year Issuance	\$100
	Renewal(s)	\$200
Master and Journeyman Licenses**	First Year Issuance	\$25
	Renewal(s)	\$50

**The City of Sheridan recognizes State of Wyoming Enrolled Act #37 regarding contractor license reciprocity and has established a process to honor qualifying licenses from other Wyoming jurisdictions. Requirements, accepted jurisdictions, and fees vary by license type. Additional verification, testing, or documentation may be required. For detailed information and to determine your eligibility, please contact the City of Sheridan Building Department.

Building Department

Building Inspection & Code Enforcement	Fee
Re-Inspection, each (up to 3 times)	\$58.75
Stop Order	Permit Cost X 2

Compliance Fees	Fee
Investigative Fees*	Relevant Permit Fee + Matching Investigation Fee (doubles cost)
*Penalty charged if work requiring a permit is started before a permit is issued (e.g. started building a garage without an approved permit).	

Simple Permits	Fee
Air Conditioning - New/Replace	\$40
Boiler - New/Replace - Plumbing	\$40
Change of Occupancy Use	No Fee
Demolition	\$40
Electrical Service Upgrades	\$40
Fire Alarm System	Calculated with commercial permit fees: If part of a larger building permit, no additional fees apply however a fire permit is still required if fire systems are to be installed.
Fire Sprinkler System	
Fire Suppression System	
Furnace - New/Replace	\$40
Gas Permit - New/Replace	\$40
Heat Stove (coal, wood, pellet) - New/Replace	\$40
Interceptor	\$250
Recreational Vehicle Park Permit	No Fee
Re-Roofing	\$150
Siding	\$150
Solar Panel	\$250
Water Heater Replacement - Plumbing	\$40
Water or Sewer Service Replacement	\$50
Window Replacement	\$150

Building Department

Building Permit Fee Calculations - Residential		Fee
Residential [New/Add/Alter]	Up to \$100,000 Valuation	$(\text{Valuation} \times .03) \times (0.8)$
	Over \$100,000 Valuation	$(\$100,000 \times .03) + (\text{balance} \times 0.017) \times (0.8)$
Residential Garage	Garage Only	$(\text{Valuation} \times .02) \times (0.8)$
Residential Deck Permit		$(\text{Valuation} \times .02) \times (0.8)$

Building Permit Fee Calculations - Commercial		Fee
Commercial [New/Add/Alter]	Up to \$100,000 Valuation	$(\text{Valuation} \times .036) \times (0.8)$
	Over \$100,000 Valuation	$(\$100,000 \times .036) + (\text{balance} \times .0095) \times (0.8)$
Sign Permit		$(\text{Valuation} \times .02) \times (0.8)$

Repeat Use (Stock) Discounts			Fee
Repeat (Stock) Building Plans	<i>Allows builders to reuse the same approved building plans for multiple projects within 2 years. Must declare plans as stock at time of first submittal; each project still requires site plans</i>	First Permit (stock)	Normal permit fee
		Each permit after (within 2 years)	30% discount (pay 70% of normal fee)

Building Department

Square Foot Construction Costs (a,b,c)*

Group	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	229.26	221.37	216.01	207.16	194.94	189.29	200.61	178	171.48
A-1 Assembly, theaters without stage	210.11	202.22	196.86	188.01	175.94	170.29	181.46	158.99	152.48
A-2 Assembly, nightclubs	179.28	174.08	169.68	162.81	153.48	149.24	157.08	138.97	134.26
A-2 Assembly, restaurants, bars, banquet halls	178.28	173.08	167.68	161.81	151.48	148.24	156.08	136.97	133.26
A-3 Assembly, churches	212.12	204.22	198.87	190.01	178.14	172.49	183.47	161.20	154.68
A-3 Assembly, general, community halls, libraries, museums	176.94	169.04	162.69	154.83	141.96	137.30	148.28	125.01	119.50
A-4 Assembly arenas	209.11	201.22	194.86	187.01	173.94	169.29	180.46	156.99	151.48
B Business	182.98	176.21	170.40	161.91	147.69	142.14	155.55	129.66	123.97
E Educational	194.27	187.38	182	173.88	162.37	154.12	167.88	141.89	137.57
F-1 Factory and Industrial, moderate hazard	109.64	104.60	98.57	94.77	85.03	81.17	90.78	71.30	66.75
F-2 Factory and Industrial, low hazard	108.64	103.60	98.57	93.77	85.03	80.17	89.78	71.30	65.75
H-1 High hazard, explosives	102.63	97.58	92.55	87.75	79.22	74.36	83.76	65.48	N.P.
H234 High hazard	102.63	97.58	92.55	87.75	79.22	74.36	83.76	65.48	59.94
H-5 HPM	182.98	176.21	170.40	161.91	147.69	142.14	155.55	129.66	123.97
I-1 Institutional, supervised environment	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
I-2 Institutional, hospitals	307.93	301.16	295.35	286.86	271.68	N.P.	280.50	253.65	N.P.
I-2 Institutional, nursing homes	213.36	206.59	200.78	192.29	179.07	N.P.	185.93	161.04	N.P.
I-3 Institutional, restrained	208.19	201.43	195.62	187.12	174.39	167.85	180.76	156.37	148.68
I-4 Institutional, day care facilities	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
M Mercantile	133.57	128.37	122.97	117.10	107.27	104.03	111.38	92.75	89.05
R-1 Residential, hotels	185.63	179.39	174.24	166.97	153.72	149.58	167.06	137.86	133.61
R-2 Residential, multiple family	155.74	149.50	144.35	137.09	124.57	120.43	137.17	108.71	104.47
R-3 Residential, one-and-two-family (d)*	145.23	141.28	137.64	134.18	129.27	125.87	131.94	120.96	113.85
R-4 Residential, care/assisted living facilities	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
S-1 Storage, moderate hazard	101.63	96.58	90.55	86.75	77.22	73.36	82.76	63.48	58.94
S-2 Storage, low hazard	100.63	95.58	90.55	85.75	77.22	72.36	81.76	63.48	57.94
U Utility, miscellaneous	78.63	74.24	69.76	66.20	59.84	55.88	63.23	47.31	45.09

*a. Private Garages use Utility, miscellaneous

*b. For shell only buildings deduct 20%

*c. N.P. = Not Permitted

*d. Unfinished basements (Group R-3) = \$21 per square foot

Planning & Zoning Department

Annexation	Fee
Application, Review, and Report Preparation Fee	\$1,000
Annexation Recording Fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Planned Unit Development (PUD) or Master Plan Review	Fee
Application and Review	\$1,000
Recording Fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Plat Review			Fee
Type	Zoning	Lot Count	
Preliminary Plat Review (Major Subdivisions Only)	R-0, R-1, R-2	1-25 Lots, per lot	\$100
		> 25 Lots	\$2,500
	R-3, R-4, B-1, B-2, M-1, M-2, Gateway, and PUD	1-25 Lots, per lot	\$150
		> 25 Lots	\$3,750
Engineering Plan & Construction Drawing Review			\$1,000
Preliminary Plat Public Notice Fees (Legal Ad and Mailing)			\$ ACTUAL COST
Final Plat Review (Administrative Replats, Compliance Plats, Minor and Major Subdivisions)	R-0, R-1, R-2	1-25 Lots, per lot	\$75
		> 25 Lots	\$1,875
	R-3, R-4, B-1, B-2, M-1, M-2, Gateway, and PUD	1-25 Lots, per lot	\$100
		> 25 Lots	\$3,750
Final Plat Recording Fee			\$75
Final Plat Public Notice Fees (Legal Ad and Mailing)			\$ ACTUAL COST

Planning & Zoning Department

Rezone Request	Fee
Application and Review	\$750
Recording Fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Special Exemption	Fee
Application and Review	\$200
Recording Fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Vacation of Right of Way/Public Easement	Fee
Application and Review	\$150
ROW/Appraised value fee, OR per sq/ft	\$2
Recording fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Variance Request	Fee
Application and Review	\$200
Recording fee	\$75
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST

Other Services	Fee
Board of Adjustment Action, Other	\$150
Board of Appeal Application	\$200
Engineering Plan & Construction Drawing Review	\$1,000
Entryway Corridor Application	\$150
Mobile Home Park Permit	\$150
Public Notice Fees (Legal Ad and Mailing)	\$ ACTUAL COST
Sign Permit, EMC, Publication Required	\$50 + Public Notice Fees
Sign Permit or EMC, Publication Not Required	\$50
Staff Review Time, over 20 hours, per hour	\$50
Temporary & Conditional Permit	\$150

Public Works - Streets Department

Right of Way (ROW) Permits & Fees	Permit Description	Fee
ROW/Street Closure - No Excavation	This permit is required when working within the City of Sheridan right-of-way on a project where no excavation is required but traffic control or detouring is still necessary.	\$22
ROW Encroachment	This permit is required when a privately-owned structure is being placed or built permanently within City of Sheridan right-of-way.	\$22
ROW Opening & Street Closure / Detour Permit	This permit is required for any work conducted within the City of Sheridan right-of-way, including but not limited to excavation, access closures, pavement work, utility work, or concrete work.	\$22
Utility Cut Repairs, per sq/ft	This permit is assessed per square foot of utility cut area requiring asphalt replacement conducted within City of Sheridan right-of-way, and is inclusive of all labor, equipment, materials, and overhead needed to complete the repair.	\$10

Non-Compliance Fee	Description	Fee
Barricade Non-Compliance, per day	Noncompliance / Insufficient Setup: Assessed when an applicant fails to properly install required barricades as specified in the approved event permit and the City must deploy staff or equipment to ensure public safety. Fee includes associated personnel, equipment, setup, and takedown costs.	\$560

Parks Department

Kendrick Golf Course

Season Pass Services*		Fee
*Receive 5% off all Season Pass Services when purchased between November 1st and March 31st.		
Season Pass - Greens Fees	Adult	\$690
	Couple	\$1,040
	Family	\$1,200
	Adult Weekday (M-F)	\$545
	Couple Weekday (M-F)	\$815
	Junior (Under 18)	\$155
	Corporate	\$2,500
Season Pass - Cart Rental	Adult	\$615
	Couple	\$850
	Adult Weekday (M-F)	\$515
	Couple Weekday (M-F)	\$715
Season Pass - Driving Range	Single Range	\$240
	Couple Range	\$305
Daily Services		Fee
Daily Greens Fees	9 Holes	\$30
	18 Holes	\$45
	Junior (Under 18)	\$13
	Twilight (after 3 pm)	\$37
	Monday All Day	\$50
	Fall Special	\$30
Daily Cart Rental Fees	9 Holes	\$15.00
	18 Holes	\$22.00
Daily Driving Range Fees	Small Bucket	\$5
	Medium Bucket	\$8
	Large Bucket	\$10

Parks Department

Sheridan Municipal Cemetery

Plot and Burial Fees		Fee
Full Size Cemetery Plots (5'x10')*	City Residents	\$600
	Non-Residents	\$900
Infant Size Cemetery Plots (3'x5')* (Ages 0-3)	Any	No Fee
Full Burial	Weekday	\$450
	Saturday	\$700
	Weekday Infant	\$30
	Saturday Infant	\$50
	Seasonal Ground Prep	\$100
Disinterment	May be subject to additional costs	\$5,000

Plot and Burial Fees, Cremation		Fee
Cremation Size Cemetery Plots (5'x5')*	Any	\$300
Cremation Burial	Weekday	\$150
	Saturday	\$225
	Seasonal Ground Prep	\$50
Disinurnment	May be subject to additional costs	\$3,000

Columbarium Fees		Fee
Columbarium Niche (12x12)* (Accommodates 2 Urns)	City Residents	\$1,000
	Non-Residents	\$1,500
Columbarium Burials	City Residents	\$100
	Non-Residents	\$150
Opening/Closing Fee	City Residents	\$100
	Non-Residents	\$150
Disinurnment	May be subject to additional costs	\$3,000

Parks Department

Weed & Pest

Service	Fee
Mosquito Spraying, per month	\$0.25

Community Garden

Plot Size (Sq Ft)	Fee
200-399	\$25
400-599	\$40
600-799	\$50
800-999	\$70
1,000-1,199	\$85
1,200-1,399	\$100
1,400-1,999	\$110
2,000+	\$120

Utilities Department

Service & Administrative Fees

Service Charges	Fee
Non-owner (Rental) Utility Account Deposit	\$125
Water and Sewer Inspection	\$50
Water Service Termination*	\$40
Water Service Re-activation*	\$40
*These fees will be assessed each time service is terminated or reactivated, whether at the customer's request or for reasons identified in Chapter 28 of the Sheridan City Code. Non-emergency services requested outside standard business hours (Mon–Thurs 8–5; Fri 8–4) will be charged at double the fee.	

Bulk Water & Meter Fees	Fee
Bulk Water Account Deposit	\$100
Hydrant Meter Deposit	\$600

Bulk Water/Hydrant Meter Rates	Fee
Usage Fee, per 1,000 gallons	\$20.50

Water Connection Fees

WATER - Connection Fees				
Line & Meter Size	Meter Fee ⁽¹⁾	Tapping Fee ⁽²⁾	Radio Read ⁽³⁾	Total Fee
1" line with ¾" meter	\$180.00	\$190.00	\$200.00	\$570.00
1" line with ¾" RDM* meter	\$429.08	\$190.00	\$200.00	\$819.08
1" line with 1" meter	\$240.00	\$190.00	\$200.00	\$630.00
1.5" line with 1.5" meter	\$460.00	\$245.00	\$200.00	\$905.00
2" line with 2" meter	\$585.00	\$313.00	\$200.00	\$1,098.00
3" meter	\$2,100.00	N/A	\$200.00	\$2,300.00
4" meter	\$3,250.00	N/A	\$200.00	\$3,450.00
6" meter	\$5,800.00	N/A	\$200.00	\$6,000.00
8" meter	\$9,950.00	N/A	\$200.00	\$10,150.00

*RDM = Remote Disconnect Meter

Utilities Department

Plant Investment Fees (PIFs)

WATER - Plant Investment Fees		Fee	
Water Pipe x Water Meter Size (inches)	Customer Class	Water Plant Investment Fee	
		Inside City	Outside City
1 x ¾	Small Commercial Base Fee	\$1,230.00	\$1,537.50
1 x ¾	Commercial/Other	\$3,000.00	\$3,750.00
1 x ¾	Residential	Water PIF = (Interior EAUs x \$132) + (Exterior EAUs x \$81) 1 EAU = 250 sf	1.25 x Inside City
1 x 1	All	\$5,010.00	\$6,262.50
1½ x 1½	All	\$9,990.00	\$12,487.50
2 x 2	All	\$15,990.00	\$19,987.50
3 x 3	All	\$35,010.00	\$43,762.50
4 x 4	All	\$63,000.00	\$78,750.00
6 x 6	All	\$129,990.00	\$162,487.50
8 x 8	All	\$240,000.00	\$300,000.00
SEWER - Plant Investment Fees		Fee	
Water Meter Size (inches)	Customer Class	Sewer Plant Investment Fee	
		Inside City	Outside City
¾	Small Commercial	\$1,020.00	\$2,040.00
¾	Commercial/Other	\$2,500.00	\$5,000.00
¾	Residential	Sewer PIF = Livable Area EAUs x \$273 1 EAU = 250 sf	2 x Inside City
1	All	\$4,180.00	\$8,360.00
1½	All	\$8,320.00	\$16,640.00
2	All	\$13,320.00	\$26,640.00
3	All	\$29,180.00	\$58,360.00
4	All	\$52,500.00	\$105,000.00
6	All	\$108,320.00	\$216,640.00
8	All	\$200,000.00	\$400,000.00

Utilities Department

Water Rates

Water Utility Rates		Fee	
Water Meter Size (inches)	Base Allowance, in Gallons	Monthly Base Fee	
		Inside City	Outside City
≤ ¾	1,500	\$19.89	\$24.86
1	3,000	\$23.45	\$29.32
1½	6,000	\$29.14	\$36.40
2	9,000	\$34.81	\$43.50
3	22,000	\$58.33	\$72.93
4	37,000	\$86.89	\$108.62
6	75,000	\$158.29	\$198.86
8	150,000	\$318.16	\$397.71
Minimum Fee: According to meter size, the base fee is charged regardless of allowance used.			
Excess Usage Fee: An excess usage fee will be charged for consumption above the base allowance. Charges will be assessed as follows:			
Tier 1 – According to meter size, water usage above the base allowance will be charged the Tier 1 rate per 1,000 gallons used, up to the additional allowance.			
Water Meter Size (inches)	Additional Allowance, in Gallons	Monthly Tier 1 Fee	
		Inside City	Outside City
≤ ¾	6,000	\$1.92	\$2.43
1	11,000	\$1.92	\$2.43
1½	22,000	\$1.92	\$2.43
2	34,000	\$1.92	\$2.43
3	85,000	\$1.92	\$2.43
4	141,000	\$1.92	\$2.43
6	281,000	\$1.92	\$2.43
8	561,000	\$1.92	\$2.43
Tier 2 – Water usage above the Tier 1 additional allowance will be charged the Tier 2 rate per 1,000 gallons.			
Inside City		\$2.63	
Outside City		\$3.29	

Utilities Department

Sewer Rates

Sewer Utility Rates		Fee	
Water Meter Size (Inches)	Base Allowance (Gallons)	Monthly Base Fee	
		Inside City	Outside City
¾	1,500	\$15.95	\$31.89
1	3,000	\$24.30	\$48.64
1½	6,000	\$37.79	\$75.56
2	9,000	\$51.17	\$102.33
3	22,000	\$107.98	\$215.14
4	37,000	\$174.82	\$349.62
6	75,000	\$345.17	\$690.37
8	150,000	\$690.37	\$1380.76
Sewer usage above the base allowance will be charged the following rate per 1,000 gallons.			
Inside City	\$3.21	Outside City	\$6.44

Other Sewer Charges	Fee
Portable Toilets, per 100 gallons	\$5.50
Septage Tank Waste, per 1,000 gallons	\$82
Septage Disposal, per 1,000 gallons	\$82
Sump Waste, per day per facility	\$87
Vet Clinics	\$218
Restaurant Waste Grease, 1000 per gallon	\$300
Grease Disposal, per 1,000 gallons	\$300
Septage disposal with a high biochemical oxygen demand (BOD) will be assessed a surcharge and based upon the following formula: $S = V_s \times (Z (BOD_5 - 225) + Y (SS - 225))$	

Where:

S	=	Surcharge in dollars
V_s	=	Sewage volume in 1000 gallons
Z	=	Unit charge for BOD (Z = 0.0007273)
BOD_5	=	Five-day biochemical strength index in milligrams per liter (mg/l) by weight.
255	=	Allowed BOD5 strength in mg/l by weight
Y	=	Unit charge for suspended solids (Y = 0.001818)
SS	=	Suspended solids strength index in mg/l by weight
225	=	Allowed SS strength in mg/l by weight

Utilities Department

Solid Waste

Private Haulers

Solid Waste Private Haulers	Fee
Annual Private Hauler License	\$205
Sorting & Handling Fee, per ton	\$46.78

Sanitation & Recycling

RESIDENTIAL Sanitation, Collection & Disposal		Fee
Monthly Fees for 1x/week collection	Residential Waste Containers, per container	\$22.49
	Multi-family, per container*	\$22.49
	Shared 300-Gallon, per account	\$22.49
* If under a single account, owner may request commercial service - to be charged as specified in the Commercial rates below		

COMMERCIAL - Sanitation, Collection & Disposal		Fee
Monthly charge for 2 cubic yard (CY) containers or larger shall be calculated using the following formula: $(\$11.830 \times C \times P \times 52 \text{ weeks}) / 12 \text{ Months}$ Where: C = Container size, in cubic yards P = Number of collection times per week		
Collection of Excess Waste, Clean Up of Overloaded Containers, and Non-Scheduled Pick-Ups, minimum of ½ hour		\$89.75
Monthly Fees for 1x/week collection	90 Gallons or less	\$26.26
	Shared Containers or No Containers - (base rate)	\$26.26
	Shared 300-Gallon Container, per account	\$26.26
	Sole Use of 300-Gallon Container, per container	\$52.46

Recycling	Fee
Curbside Recycling (Single Family/Multi-Family), per month, per account	\$3.23
Front/Rear Load Recycling Container, per month, per container	\$11.97

Utilities Department

Solid Waste

Landfill Tipping Fees

Landfill Tipping Fees		Fee
Municipal Solid Waste, per ton		\$124.44
Construction & Demolition Material, per ton	Tier 1 - Disposal of demolition waste from projects located within city limits that have a valid demolition permit issued by the City. Applies only to demolition waste material suitable to be ground (free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind.)	No Fee Up To 100 Tons
	Tier 2 - Other grindable construction and demolition waste material suitable to be ground (free of concrete, steel, large rock, asphalt, asbestos, treated lumber, or other materials deemed unsafe or unsuitable to grind.)	\$54.97
	Tier 3 - Disposal of construction and demolition material that cannot be run through the grinder without sorting.	\$124.44
Cinder Block, Brick, & Rebar-Free Concrete, per ton		\$24.45
Tires – car & smaller (must be removed from rims), per ton		\$177.07
Special Service Fee, per ton, 1-ton minimum		\$24.33
Compostable Items (Grass Clippings, Tree Branches (24 Max Diameter), Leaves, Etc.)		No Fee
Certified decommissioned white goods, abandoned vehicles or parts, lawn mowers, motorcycles, and clean scrap metal (free from all liquid)		No Fee
Non-decommissioned refrigerators or refrigeration units, each		\$30.53
Residential Waste Oil - 5-gallon limit		No Fee
Commercial Waste Oil - 5-gallon limit		Cost (+) 25%
Unsecured/Uncontained Materials	Cars & pickup trucks	\$11.00
	All other vehicles & trailers	\$50.00

Utilities Department

Solid Waste

Landfill Tipping Fees

Landfill Tipping Fees	Fee
Residential E-Waste	No Fee
Commercial E-Waste (CESQG)	Cost (+) 25%
Residential Household Hazardous Waste	No Fee
Commercial Household Hazardous Waste	Cost (+) 25%
Asbestos (Non-Friable), per ton	\$124.44
Petroleum Contaminated Soil, per ton	\$48.33

Landfill Products, Materials & Reuse Items

Landfill Products & Materials	Fee (+ sales tax)
Wood Chips, per cubic yard	\$6.19
Tarps, each	\$6.11

Reuse Items	Fee (+ sales tax)
Landfill Mall Items, per pallet	\$6.09
Landfill Mall Items, Large Individual Item, non-metal items, each	\$6.09
Large Metal Items, per ton	Cost of Current Metal Bid + 25%

Compost

Compost	Fee (+ sales tax)	
Screened Compost, wholesale, STA Certified	Bulk, per cubic yard	\$22.27
	Bagged, per cubic foot	\$3.83
Screened Compost, retail, STA Certified	Bulk, per cubic yard	\$37.12
	Bagged, per cubic foot	\$5.37
Screened Soil Conditioner, non-certified, retail*	Bulk, per cubic yard	\$31.37
* Pound for pound exchange of green waste for screened soil conditioner		
Unscreened Compost, Retail, Non-Certified	Bulk, per cubic yard	\$26.14



CITY OF SHERIDAN, WYOMING

55 Grinnell Plaza, Sheridan, Wyoming 82801

Ph (307) 674-6483

Clerk

MEMORANDUM

RE: Public Hearing for Ordinance No. 2302-26 Revising Chapters 4, 8 and 18 of City Code - City Clerk Ashlee Foster

From: Ashlee Foster, City Clerk

To: City Council

Date: 06/01/2026

Background:

Special Event Permits have historically been issued by the City; however, the process, requirements, and expectations have not been formally established through a comprehensive policy. This has resulted in inconsistent application and interpretation, as well as limited ability to enforce permit requirements.

To provide greater clarity and consistency, staff have developed a Special Events Policy intended to define expectations for applicants, improve interdepartmental coordination, and provide more consistent administration and enforcement related to special events. Fees associated with these permits are included in the pending FY27 Master Fee Schedule.

Ordinance No. 2302-26 establishes the related code framework necessary to support implementation of the policy, including permit references, alcohol-related permitting procedures, administrative updates to liquor licensing provisions, and a related reference update within Chapter 18.

- Red-lined revisions with red text indicate revisions of existing code.
- Yellow highlights with red text indicate newly drafted code language, while red track changes indicate revisions to existing code.
- Green highlights with red text indicate revisions made since the date of the 5.26.2026 Study Session.

Discussion:

UPDATE from prior meeting:

Since the previous reading, staff has revised the enforcement provisions related to mobile vending permit revocations to provide additional procedural clarity and flexibility. The updated language maintains the City's authority to revoke permits for violations of City Code, permit conditions, or public safety concerns, while also establishing an administrative appeal and reinstatement process through the Governing Body. Revisions were made in response to Council discussion regarding operational accountability, including situations involving employee conduct and the ability for permit holders to demonstrate corrective actions taken to address violations prior to potential reinstatement.

SPECIAL EVENT POLICY UPDATE:

The updated draft reflects revisions only to Section 6(D) – Minimum Coverage Requirements. Insurance coverage limits were corrected and clarified to align with coverage levels already commonly required by the City for special events, while also preserving the City's discretion to require higher coverage limits based on the nature, size, scope, location, or risk exposure associated with a particular event. Additional clarification was also added regarding Personal and Advertising Injury coverage, recognizing that such coverage is commonly included

within the Commercial General Liability policy aggregate rather than listed as a separate standalone coverage amount.

Original Memo Discussion:

The proposed ordinance is intended to establish the overarching regulatory structure within City Code while allowing operational procedures and administrative requirements to remain within the City's Special Events Policy. This approach allows the City to adapt procedures and operational requirements over time without requiring continual amendments to City Code.

The draft Special Events Policy has been in development for over a year and reflects coordination between multiple departments involved in event review, permitting, operations, and enforcement. The policy is intended to formalize existing practices while improving consistency and enforceability moving forward.

While revising Chapter 4, staff also reviewed existing liquor licensing language and proposed administrative revisions intended to improve clarity, consistency, and alignment with current City practices and procedures.

A draft Special Events Policy is being provided as reference material in relation to the proposed code revisions only. The policy itself remains in draft form and is anticipated to be reviewed during the June 22 Study Session and presented for approval at the July 6 Regular Meeting concurrent with the third and final reading of Ordinance No. 2302-26.

Staff Recommendation:

Staff recommends approval of Ordinance No. 2302-26 amending Chapters 4, 8, and 18 of the Sheridan Municipal Code related to Special Event Permits, alcohol permitting procedures, liquor license administrative processes, and associated Master Fee Schedule references.

Attachments

UPDATED Red-Lined Ordinance 2302-26

UPDATED Draft of Special Event Policy

**CITY OF SHERIDAN
ORDINANCE NO. 2302-26**

AN ORDINANCE AMENDING CHAPTERS 4, 8 AND 18 OF THE SHERIDAN MUNICIPAL CODE TO ESTABLISH AND STANDARDIZE PROCEDURES FOR SPECIAL EVENTS AND SPECIAL EVENT PERMITS, UPDATE AND CLARIFY ALCOHOL PERMIT PROCESSES, AND REVISE CERTAIN CODE REFERENCES.

WHEREAS, City staff have identified the need to establish and standardize procedures for Special Events and Special Event Permits, including the adoption of a formal policy to be referenced within City Code; and

WHEREAS, City staff have identified the need to update and clarify alcohol permit procedures to more accurately reflect current administrative processes and practices; and

WHEREAS, The City further desires to revise certain liquor license code references for consistency and clarity within the Sheridan Municipal Code.

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

Chapter 4 – Alcoholic Beverages is hereby amended to read as follows:

4-8 Catering, Malt Beverage, Open Container Permits

- (a) *Applications.* Applications for catering permits, malt beverage permits and open container permits shall be made on a form approved and provided by the city clerk as follows:
- (1) Applications shall be submitted no less than three weeks prior to the event. Applications may be submitted up to one week before the event provided that a ~~service-late~~ fee is paid by the applicant. Expedited applications shall be reviewed, approved, denied or appealed per subsection (c) of this section. The late fee shall be as established in the City's Master Fee Schedule. The service fee shall be set by the governing body;
 - (2) The applicant's name, address and phone number along with the name, date, time and location of the event.; Applicants for malt beverage permits and open container permits shall provide valid government-issued photo identification for age verification. This requirement shall not apply to catering permit applications submitted by a valid liquor license holder.
 - (3) ~~An operation plan for the event including a short summary of the reason for the request and the activities proposed for the event; A brief summary describing the purpose of the request, proposed event activities, and any relevant operational details;~~
 - (4) A description or drawing of the area(s) in which the possession and consumption of alcoholic beverages will occur and what safeguards will be in place at the desired location to ensure that minors will not possess or consume alcoholic or malt beverages;
 - (5) ~~The names and ages of the qualified persons, who are known by the applicant at the time of application, who are planned to dispense malt beverages or liquor; The names and ages of all persons proposed to dispense malt beverages or liquor at the event shall be provided at the time of application;~~
 - (6) In addition, if the applicant is not the owner of the location where the event is proposed to take place, the applicant shall attach a signed written statement from the ~~landowner~~ property owner permitting the proposed activity, including the possession, consumption, and/or sales of alcoholic beverages or malt beverages on the property. ~~on the property, and possession of alcoholic or malt beverages.~~
- (b) *Catering permits.* Catering permits can only be issued to retail and resort liquor license holders in good standing; ~~licensees~~; the applicant(s) name for each catering permit shall be the licensee's name as set forth on the retail or resort liquor license.
- (c) *City considerations.* ~~Applications for catering permits, malt beverage permits and open container will be reviewed by and approved or denied by the city administrator or designee in consultation with the chief of police or the chief's designee. Applications for catering permits, malt beverage permits, and open container permits shall be reviewed and approved or denied by the City Administrator or designee, in consultation with such city departments, officials, or public safety agencies as deemed necessary for review of the application.~~

- (1) *Catering/malt beverage permit considerations.* ~~For catering permits, or malt beverage permits, information supplied by the applicant will be reviewed by the city administrator or designee, in consultation with the chief of police, within one week of the application submission, to determine if the proposed event/activity will cause a material adverse impact beyond the area described in the application. If no material adverse impact is identified, then the permit will be issued by the city clerk. Applications for catering permits and malt beverage permits shall be reviewed to determine whether the proposed event or activity may create a material adverse impact beyond the area identified in the application.~~
- (A) ~~A proposed event/activity material adverse impact beyond the area described in the application may include an inability of adjacent businesses to operate; overcrowding which will impact adjacent properties, unreasonable noise and/or traffic disruption (by way of illustration only, an outdoor dance, band(s) or amplified sound or music using loudspeakers or a P.A. system, parking or vehicle traffic beyond existing capacity, or the closure of a public street). Upon a determination of a material impact beyond the area proposed in the permit, the permit application will be promptly presented to the city governing body for review and approval or denial at the next scheduled regular city council meeting. A material adverse impact may include, but is not limited to, unreasonable noise, traffic disruption, overcrowding, impacts to adjacent properties or businesses, parking demands exceeding available capacity, the use of amplified sound, or the closure or obstruction of public streets or rights-of-way.~~
- (B) If a material adverse impact is identified, the City Administrator or designee may impose conditions, deny the application, or refer the application to the Governing Body for consideration at a regular or special meeting of the Governing Body, taking into consideration applicable event timelines and scheduling constraints.
- (2) *Open container permit considerations.* Open container permits may be required to allow for the possession and consumption of alcoholic or malt beverages at events on public property or events requiring City services where these beverages are not being sold. Applications for open container permits shall include the applicant's name, address, phone number, event date, event time(s) and event location. ~~of the event.~~ The application shall also include a brief summary describing the purpose of the permit and proposed activities. ~~short summary of the reason for the permit and the proposed activities. Open container permits may be issued to allow the possession and consumption of alcoholic or malt beverages on public property. An open container permit for certain public property may include additional permits like a park permit or street closure permit.~~
- (A) ~~Applications will be reviewed by the chief of police or designee and the city clerk or designee. Upon approval, the applicant shall post an open container sign at the event.~~
- (B) Depending on the nature, size, location, or impacts of the proposed event, additional permits, including park permits or street closure permits, may also be required, and the event may separately qualify as a Special Event under Chapter 8 of this Code.
- (3) *Appeals.* ~~The city administrator may submit an application for a catering permit, malt beverage permit or open container permit to the city governing body for consideration or any application which is denied may be appealed to the city governing body by the applicant. Appeals shall be set for the next regularly scheduled city council meeting. Any application denied by the City Administrator or designee may be appealed to the Governing Body. Appeals shall be scheduled as reasonably practicable, taking into consideration applicable event timelines and meeting schedules.~~
- (d) *Fees.* The catering permit, open container permit, and malt beverage permit fees shall be as established in the City's Master Fee Schedule. Catering, open container, and malt beverage permit fees shall be set by the city governing body.
- (e) *Scope of Permit Authorization.* A catering, malt beverage, or open container permit shall authorize the possession and consumption of alcoholic beverages or malt beverages in open containers only within the approved area, during the approved dates and times, and in accordance with the approved permit application. ~~for the specific time period and within the area described in the permit application and operational place.~~
- (f) *Suspension/revocation.* ~~The chief of police or designee may suspend or revoke any catering, malt beverage or open container permit when the licensee, permittee, or person in charge is~~

~~convicted of having violated section 4-5, or is shown by clear and convincing evidence to have knowingly failed to follow the operation plan as outlined in the permit application, or creates an emergency which constitutes an actual and immediate threat to the peace, bodily security and/or property of any member of the general public, or fails to follow orders of the Wyoming Department of Health. The Chief of Police or designee may suspend or revoke a catering permit, malt beverage permit, or open container permit when the licensee, permittee, or person in charge is convicted of violating Section 4-5 or any applicable federal, state, or local law; is shown by clear and convincing evidence to have knowingly failed to comply with the approved permit application, permit conditions, or representations made as part of the application process; creates or contributes to an actual and immediate threat to public health, safety, peace, or property; or fails to comply with lawful orders or directives issued by the Wyoming Department of Health or other governmental authority having jurisdiction.~~

4-8.1 Special Malt Beverage Permit

- (a) Special malt beverage permits shall follow the same application, renewal, transfer and new license issuance procedure and regulations as a retail liquor license and be subject to the following:
- (1) ~~Fees for a special malt beverage permit shall be set by the governing body. Special malt beverage permit fees shall be as established in the City's Master Fee Schedule.~~

4-9 Microbrewery, Winery and Distillery Permits; Authorized

- (c) *Microbrewery permit—Required.* It is unlawful for any person to brew a malt beverage or otherwise operate a microbrewery within the city of Sheridan without first obtaining a permit to do so and paying the license fees. ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (1) A microbrewery may have more than one location. The second location will only be allowed to be operational upon the approval of an operating plan, permit and satisfaction of all Wyoming ~~S~~statute and ~~C~~city ordinances. ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (2) A microbrewery may, upon approval of its operational plan, conduct any of the activities set forth in W.S. Section 12-4-415(b). ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (d) *Winery permit—Required.* A winery permit is required ~~to~~ ~~authorizing~~ a permit holder to manufacture wine and dispense the manufactured wine for on-premises and limited off-premises personal consumption. ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (1) *Satellite winery permit.* A holder of a winery permit may sell its manufactured wine at up to three satellite locations within Wyoming, separate from its licensed manufacturing site. Application shall be made to the ~~C~~city of Sheridan on a form furnished by the municipal clerk. ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (e) *Distillery permit—Issuance.* Any person desiring a permit authorized by W.S. ~~S~~section 12-2-203 for the manufacture and rectifying of alcoholic liquor shall apply to the ~~e~~City of Sheridan. The application shall be made under oath upon a form to be furnished by the clerk and shall be filed in the office of the clerk. The permit shall be subject to the restrictions in W.S. ~~S~~section 12-4-203(a) through (f). ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~
- (1) *Satellite distillery permit.* A holder of a manufacturer's permit may sell its product at one satellite location within Wyoming, separate from its licensed manufacturing site, in accord

with W.S. ~~Section~~ 12-4-203(f). Application shall be made to the ~~Ce~~ity of Sheridan on a form furnished by the clerk. ~~The annual permit fee shall be set per Wyoming Statute. If Wyoming Statute has not set a fee, then the city governing body shall set the fee. Annual fees shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.~~

4-12 Plan of Operation

- (d) *Downtown Business District.* A licensee in the Downton Business District, defined by City Ordinance 3-14, who desires to use public sidewalks, streets or alleys for the sale or consumption of alcoholic beverages, shall be required to ~~enter into an apply for a Sidewalk Use a~~Agreement with the City, ~~approved by the City Governing Body. The licensee shall pay a fee in the amount approved by the City Governing Body.~~ The agreement shall be incorporated into the Licensee's Plan of Operation for review and approval by the City Governing Body.

4-14 Liquor License Renewals, Transfers and Original Issuance

- b) *Renewals.* ~~All applications to renew licenses shall be submitted to the City Clerk's office no later than November first. Any application which the City Clerk or the Wyoming Liquor Division designates as incomplete may be amended, corrected or updated provided such correction, amendment or update is submitted to the City Clerk no later than November fifteenth. No application for renewal may be submitted to the City Governing Body until certified as complete by the City Clerk. Any license which has not been approved by the Governing Body by December first of each year shall not be renewed. Applications for renewal of licenses shall be submitted to the City Clerk by the deadline established annually by the City Clerk in accordance with applicable state law and the meeting schedule of the Governing Body. The City Clerk may establish administrative deadlines necessary to allow sufficient time for review, notice, and Governing Body consideration prior to expiration of the license term. Any application designated by the City Clerk or the Wyoming Liquor Division as incomplete may be amended, corrected, or supplemented, provided such information is submitted by the deadline established by the City Clerk for completion of renewal applications. No renewal application shall be submitted to the Governing Body until certified as complete by the City Clerk. Failure to meet established deadlines may result in the application being deferred, denied, or otherwise not considered for renewal for the upcoming licensing period.~~

4-17 Schedule of Fees

The annual fees established for the application and renewal of liquor licenses, not otherwise referenced in the ~~e~~City ~~e~~Code, shall be as follows:

- (a) Restaurant liquor licenses shall be as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.
~~set by the city governing body and paid annually.~~
- (b) Bar and grill licenses shall be ~~set by the city governing body and paid annually.~~ as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.
- (c) Limited retail liquor licenses (club) shall be ~~set by the city governing body and paid annually.~~ as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.
- (d) Resort licenses shall be ~~set by the city governing body and paid annually.~~ as established by Wyoming Statute or, where not specified, in the City's Master Fee Schedule.
- (e) Retail licenses shall be as established by Wyoming Statute, or, where not specified, in the City's Master Fee Schedule
- (f) ~~e~~ The fee for the transfer of a transferrable license shall be ~~set by the governing body.~~ as established in the City's Master Fee Schedule.
- (g) ~~f~~—The fee shall not be a sum greater than the amount authorized by applicable statutes of the State of Wyoming. Fees are due at the time of application or renewal.

Chapter 8 – Canvassers, Peddlers and Transient Merchants and Manufacturers is hereby amended to read as follows:

Chapter 8 - Canvassers, Peddlers and Transient Merchants and Manufacturers Mobile Vending, Special Events and Solicitation Activities

Article 8-1 Mobile Vending

8-1 Definitions

Special eEvent. ~~As defined in Section 8-15 of this Chapter. A special event as used by this chapter is defined as an event, parade, farmers market, expo, parade, celebration, protest, rodeo, fair, or similar type activity where a permit is obtained under other chapters of the City of Sheridan Municipal Code which allow for the activity to occur.~~

8-2 Mobile Vending Permit

(c) *Additional permits.*

- (1) A permit granted by this ~~Article~~chapter shall not constitute or allow the sale of alcoholic beverages.
 - (2) A permit granted by this ~~Article~~chapter shall not grant or authorize the blockage of any public right-of-way unless specifically authorized by the City of Sheridan.
 - (3) A permit granted by this Articlechapter shall not grant or authorize the occurrence of a special event.
- (e) ~~The city may waive the requirement for a mobile vending permit if the mobile vendor is to be a participant in a special event in which a special use permit has been approved. The Ceity may waive the requirement for a mobile vending permit if the mobile vendor is participating in a special event for which a special event permit has been approved. To qualify for this waiver, the mobile vendor must be listed by name in the approved Special Event pPermit. The Special Event Permit Applicant shall assume all liability for the use of an unpermitted vendor.~~
- (f) *Permit fees.* All permit fees shall be as established ~~by resolution of the city council in the City's Master Fee Schedule.~~

8-3 Mobile Vending Court Permit

- (a) A permit shall be required to operate or establish a mobile vending court.
- (1) The applicant shall provide information as required by the City of Sheridan as indicated on the permit application form. In addition to those requirements, the applicant shall provide the following additional information:
 - (A) A plan describing the waste disposal, public seating, public parking, and restroom facilities.
 - (B) A drawing of the facility layout showing location of vendors and access points for public and emergency vehicles.
 - (C) Site plan and/or traffic flow approval from the Wyoming Department of Transportation (WYDOT), if applicable.
 - (D) Any additional information, plans, approvals, or documentation reasonably deemed necessary by the City based on the proposed location, site conditions, traffic impacts, public safety considerations, utility usage, or the nature and scope of the mobile vending court.
 - (2) Applicants shall be responsible for ensuring that each mobile vendor can satisfy and meet the requirements of Section ~~2(b)(i-iii)-8-2(b)(1)(A-I).~~ Additional permits shall not be required for mobile vendors ~~located in the operating solely within an approved~~ mobile vending court.
 - (A) The mobile vending court permit holder shall maintain accurate records identifying each mobile vendor operating within the court, including the dates and duration of operation on site, and documentation demonstrating each vendor's compliance with applicable requirements of this Article including, but not limited to, licenses, approved food permits, vehicle registrations and tax documentation.
 - (B) Such records shall be maintained in a form acceptable to the City and submitted to the City annually, or upon request, to demonstrate compliance with this Article. For mobile vendors already holding a valid City of Sheridan mobile vending permit, the required documentation may be limited to tracking the dates and duration of operation within the court. Failure to maintain or provide accurate and sufficient records may result in enforcement action, including denial of permit renewal.

- (3) A mobile vending court permit shall not be applicable to or usable by mobile vending units not located within the court.
- (b) *Permit fees.* All permit fees shall be as established by resolution of the city council in the City's Master Fee Schedule.

8-11 Enforcement & Revocation Process

- (a) In addition to the provisions of this ~~Article~~chapter, mobile vendors must comply with all other applicable local, state and federal laws, including, but not limited to, motor vehicle licensing laws, motor vehicle dimension standards pursuant to state law, health department permitting requirements, fire and safety regulations, and the Sheridan Municipal Code.
- (b) A mobile vending permit may be revoked by the City Administrator or designee for violation of any provision of City Code, approved permit conditions, applicable City policies, or any applicable local, state, or federal law. Upon revocation, the permit shall be immediately surrendered, and the permit holder shall cease operations under the revoked permit unless otherwise authorized through the appeal or reinstatement process outlined herein. ~~this chapter, state law, or federal law upon order of the court. Upon revocation, the permit shall be immediately surrendered, and the vendor and its associated companies, partners, owners, or shareholders shall be prohibited from operating a mobile vending unit within the City for the remainder of the calendar year in which the revocation occurred, until reinstatement by court order.~~
- (1) Grounds for revocation may include, but are not limited to:
- (A) Repeated violations of City Code or permit conditions.
- (B) Failure to maintain required licenses, permits, or health approvals.
- (C) Providing false, misleading, or incomplete information during the application process.
- (D) Conduct creating a threat to public health, safety, or welfare.
- (2) Except where immediate action is necessary to protect public health, safety, or welfare, the City shall provide written notice of the violation and a reasonable opportunity to correct the issue prior to revocation. Failure to correct the violation within the timeframe identified by the City may result in revocation of the permit.
- (3) Upon revocation, the permit holder shall immediately cease operations unless otherwise authorized by the City.
- (4) Any person whose permit has been revoked may appeal the decision to the Governing Body by submitting a written request to the City Clerk within fifteen business days of the decision. Appeals shall be scheduled as reasonably practicable.
- (5) In considering an appeal or request for reinstatement, the Governing Body may consider corrective actions taken by the permit holder, the severity and frequency of violations, compliance history, public safety impacts, and any other relevant factors.
- (6) The Governing Body may uphold, modify, overturn or conditionally reinstate the permit, including the imposition of additional operational conditions deemed necessary to protect public health, safety, and welfare.
- (7) Nothing in this Section shall prohibit the City from denying future permit applications based on prior violations, repeated noncompliance, unpaid fees, or unresolved enforcement actions.
- (c) Any violation of this ~~Article~~chapter shall be considered a misdemeanor subject to the sentencing provisions of Section 9-1 of the Sheridan Municipal Code.

Article 8-II ~~Canvassers, Peddlers and Transient Merchants and Manufacturers~~ Special Events

8-152-Definitions

Special Event. Any organized activity, gathering, or event, whether public or private, that occurs on City-owned property, dedicated public property, within the public right-of-way, involves street or lane closures, or requires City review, coordination, permitting, or authorization due to impacts on public safety, public access, traffic, operations, or the use of public spaces. For additional details, examples, and operational criteria pertaining to Special Events, refer to the City of Sheridan Special Events Policy.

8-163-Special Event Permits

- (a) Prior to hosting a Special Event within the City of Sheridan, an approved Special Event Permit must be obtained. Special Event Permits involving alcohol sales or consumption must be obtained at least 60 calendar days prior to the event. Special Event Permits not involving alcohol must be obtained at least 21 calendar days prior to the event. Permit fees and late fees apply, as established in the City's Master Fee Schedule.
- (b) For all details, policies and procedures pertaining to special events and Special Event Permits, please refer to the City of Sheridan Special Events Policy as approved and amended by the Governing Body.
- (c) *Permit Application Requirements.*
 - (1) At minimum, for a Special Event Permit to be considered complete and accepted for review, the Applicant shall provide:
 - (A) Completed permit application form
 - (B) Basic restroom facilities plan
 - (C) Basic waste management plan
 - (D) Basic parking management considerations
 - (E) Site plan identifying event layout, exits, and alcohol service areas, if applicable
 - (F) Route map, if the event includes movement
 - (G) Current and valid government-issued photo ID for age verification for any application involving alcohol
 - (H) General liability insurance if required by policy
 - (2) A copy of the Special Event Authorization and all applicable permits must be kept on site and made available upon request by City officials. Copies may be maintained in either physical or electronic format, provided they are readily accessible, legible, and can be immediately produced upon request at all times during the event.
 - (3) Depending on the scope of the event, the City may require additional conditions for authorization as outlined in the Special Event Policy. These conditions will be communicated prior to fee payment and permit issuance to ensure the applicant is able to review, agree to, and comply with the conditions.
- (d) *Additional Permits.*
 - (1) A Special Event Permit shall not constitute or allow the sale or consumption of alcoholic beverages unless specifically authorized by the City of Sheridan through the permitting process.
 - (2) A Special Event Permit shall not grant or authorize the blockage of any public right-of-way unless specifically authorized by the City of Sheridan through the permitting process.
 - (3) A Special Event Permit shall not constitute or authorize approval from any agency or authority other than the City of Sheridan. The applicant shall be responsible for obtaining any additional approvals or permits required by applicable authorities, including WYDOT, for events impacting state highways or WYDOT-controlled roadways.
- (e) *Permit Fees.* All permit fees shall be as established in the Master Fee Schedule.

8-174-Enforcement

- (a) In addition to the requirements of this Article, permitted events shall comply with all applicable City policies, procedures, permit conditions, and operational requirements established by the City.
- (b) The City may suspend, modify, revoke, deny, or terminate a permit before or during an event if the event is not operating in compliance with this Article; the City of Sheridan Special Events Policy; the approved event plan; approved permit conditions; or applicable federal, state, or local laws. Additionally, the City may suspend, modify, revoke, deny, or terminate a permit before or during an event when circumstances arise that create a public health, safety, or welfare concern or exceed the City's available personnel, equipment, or operational capacity necessary to adequately support the event.
- (c) In addition to any other remedy authorized by law, violations may result in denial of future permit applications, recovery of costs incurred by the City, municipal court action, or other enforcement measures authorized by applicable law.

Article 8-III - ~~Canvassers, Peddlers and Transient Merchants and Manufacturers Solicitation~~ Activities

8-~~21~~15 Entering Private Premises or Residences Without Invitation Declared a Nuisance

The practice of entering upon the premises of private residences in the ~~C~~city, by solicitors, peddlers, hawkers, itinerant merchants and transient vendors of merchandise, not having been requested or invited so to do by the owner or occupant of such private residences, for the purpose of soliciting orders for the sale of goods, wares and merchandise or for the purpose of selling, peddling or hawking the same, is hereby declared to be a nuisance.

* For provisions specifically designating the violation of this section as a nuisance, see ~~s~~Section 18-2 of this Code.

8-~~22~~15.1 Enforcement

It shall be the duty of the chief of police or designee to enforce the provisions of this ~~Article~~chapter.

Chapter 18 – Nuisances Generally is hereby amended to read as follows:

18-2 - Nuisance Violation

Violation of any of the following provisions is hereby declared to be a nuisance, and shall be subject to all the provisions of this chapter:

(b)All things, acts, and conditions which are specifically declared to be a nuisance by any section of this Code or other ordinances of the city, including any nuisances enumerated in this chapter and the following sections of this Code:

(10)8-~~15~~21 [Entering private residence by solicitors without invitation];

PASSED, APPROVED AND ADOPTED this ____day of _____20__.

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 _____

Notary Public

My commission expires _____

1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Published: _____

EFFECTIVE DATE: This Ordinance shall be in full force and effect on the date of publication, as listed above, according to law.



City of Sheridan Special Events Policy

Policy No. CLK-002

DATE APPROVED

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SPECIAL EVENTS POLICY

SECTION 1: PURPOSE & SCOPE

- A. PURPOSE:** The purpose of this Special Events Policy is to establish a consistent, transparent, and practical process for coordinating organized events within the City of Sheridan. This policy is intended to support community events while prioritizing public safety, responsible use of City resources, and the continued accessibility of public spaces.

This policy provides clear expectations for event organizers and City staff by outlining when permits are required, what level of coordination is necessary, and how events are reviewed. It is designed to promote well-planned events that enhance the community while minimizing disruption to residents, businesses, and normal City operations.

- B. SCOPE:** This policy applies to organized events that occur on City of Sheridan property, within a public right-of-way, or that otherwise require City services or authorization.

This includes, but is not limited to:

- Use of public streets, sidewalks, parks, trails, or other City-managed spaces;
- Events that require traffic control, impact normal traffic flow, or involve organized movement through public areas (e.g., races, walks, parades);
- Events that require City services, coordination, or public safety involvement; and
- Events involving alcohol that require a City-issued permit.

If any element of the event held on Non-City-Owned property extends into City-Owned Property and/or public space, requires City services, or includes regulated activities such as alcohol service, applicable permits and requirements outlined in this policy will apply.

Events may be subject to this policy regardless of whether a full street closure is required, if the activity creates a measurable impact to public access, infrastructure, traffic, or safety.

- C. EVENTS NOT SUBJECT TO THIS POLICY:** Events are generally not subject to this policy when they:

- Occur entirely on Non-City-Owned property;
- Do not impact a public right-of-way or City infrastructure;
- Do not require City services or coordination; and
- Do not involve alcohol requiring a City-issued permit.

Events not subject to this policy may still be required to comply with other applicable regulations, permits, or approvals as outlined in Section 2.2.

This policy does not apply to routine or operational uses of public property or right-of-way that do not constitute an organized event, such as temporary parking restrictions, loading zones, construction-related closures, or similar activities. Such requests may require separate authorization, permits, or coordination through the

appropriate City department. These activities are not considered Special Events under this policy.

- D. CITY DISCRETION:** The City of Sheridan retains the authority to determine whether an activity qualifies as a Special Event based on its size, location, anticipated attendance, and potential impact to public safety, City resources, and surrounding areas.

E. REFERENCES:

- a. Any references to Catering Permits, Malt Beverage Permits or Open Container Permits can be found in *City of Sheridan Code, Chapter 4, Section 8.*
- b. Wyoming Statutes relating to alcoholic beverages can be found in State Statute *Title 12 - Alcoholic Beverages.*
- c. Any references to Mobile Vending and Mobile Vending Permit can be found in *City of Sheridan Code, Chapter 8, Article 8-I.*

F. DEFINITIONS AS IT PERTAINS TO THIS POLICY:

ALCOHOLIC LIQUOR: Any spirituous or fermented fluid, substance, or compound other than a malt beverage containing at least 0.5% alcohol by volume. This includes wine and distilled spirits such as vodka, whiskey, rum, tequila, and similar products.

ALCOHOL SALES (OR SALE OF ALCOHOL): For purposes of this policy, a “sale” of alcohol means providing alcoholic liquor or malt beverages in exchange for money, goods, services, admission, donations, or any other form of value. Any transfer of alcohol that is not purely free or given as a gift is considered a sale.

This includes, but is not limited to, selling drinks, charging admission that includes alcohol, requiring tickets or tokens for alcohol, exchanging alcohol for goods or services, or providing alcohol in connection with any form of payment or consideration.

This definition is consistent with Wyoming Statute Title 12, which defines “sell” or “sale” to include offering for sale, bartering, delivering, dispensing, or exchanging alcohol for value in any form.

APPLICANT: Any person or organization seeking a permit from the City to conduct or sponsor a special event. Applicants for special events involving the sale or consumption of alcohol must be at least twenty-one (21) years of age.

CATERING PERMIT (ALCOHOL): A permit available only to a person holding a retail liquor license or resort liquor license, authorizing the off-premises sale of alcoholic and malt beverages at an event. Each catering permit is valid for a period not to exceed twenty-four (24) hours. Events occurring over multiple days may require consecutive catering permits. Catering permits shall not be used to operate a continuing business pursuant to W.S. § 12-4-502(b). For additional considerations, see City of Sheridan Code, Chapter 4, Section 8.

CITY-OWNED PROPERTY: Any property the City of Sheridan owns, leases, maintains, or otherwise has a legal interest in, including property dedicated for public use. This includes, but is not limited to, land, buildings, facilities, streets, alleys, sidewalks, parks,

trails, parking lots, a right-of-way, and easements that are owned, operated, or maintained by the City and open for public use.

CITY SERVICES: Services, resources, personnel, or equipment provided or performed by the City of Sheridan to support, manage, or accommodate an event or activity. This may include, but is not limited to, traffic control, barricade placement, street or sidewalk closures, vehicle removal, public safety staffing, setup or removal of City equipment, or additional maintenance or waste services.

Routine communication with City departments for general guidance, clarification, or safety review—without the provision of City services, resources, personnel, or equipment—does not constitute City Services and does not, by itself, require a permit.

EVENT CLASSIFICATION DETERMINATION: In situations where the classification of an event as public or private is unclear, the City may consider factors including, but not limited to, how the event is advertised, whether attendance is reasonably accessible to the general public, and the level of access control implemented by the organizer.

Events that are advertised to the public or allow general public access—regardless of ticketing, membership, or stated intent—may be classified as public events at the City’s discretion for permitting and regulatory purposes.

MALT BEVERAGES: Any fluid, substance, or compound intended for drinking purposes that is manufactured either wholly or in part from malt or a substitute for malt and contains at least 0.5% alcohol by volume. This generally includes beer, ale, lager, and similar malt-based beverages.

MALT BEVERAGE PERMITS: A permit authorizing the sale of malt beverages only by a responsible person or organization. Each permit is valid for a period not to exceed twenty-four (24) hours. Events occurring over multiple days may require consecutive permits. For additional considerations, see City of Sheridan Code, Chapter 4, Section 8.

MEASURABLE IMPACT: Any noticeable effect on public access, traffic, infrastructure, or safety that requires City awareness, coordination, or response, as determined by the City.

MOBILE VENDING UNIT: A motorized vehicle, as defined by W.S. Section 31-1-101(a)(xv), from which a vendor offers for sale or sells goods, products, services or food to the public, or a trailer that is pulled by a motorized vehicle and has no power to move on its own from which a mobile vendor offers for sale or sells goods, products, services or food to the public.

MOBILE VENDER: Any person that sells or offers for sale goods, products, services, or food from a mobile vending unit within the City, excluding raw agricultural fruit, vegetables, and grains sold by the individual(s) growing the product.

NON-CITY-OWNED PROPERTY: Any property not owned, leased, or maintained by the City of Sheridan, including property owned or operated by private entities, institutions, or other governmental jurisdictions. This includes privately owned land, buildings, venues, and parking lots, as well as property owned or operated by other jurisdictions or institutions, such as Sheridan County facilities (e.g., Fairgrounds), educational institutions (e.g., Sheridan College), or privately owned venues (e.g., Whitney Park).

OPEN CONTAINER PERMIT: A permit authorizing the possession and consumption of alcoholic or malt beverages on public property (e.g., within or upon a street, alley, sidewalk, public building, public park, or parking lot open to unrestricted public use). For additional considerations, see City of Sheridan Code, Chapter 4, Section 8.

PRIVATE EVENT: An event that is not open to the general public and restricts attendance to a defined group. Private events limit access through invitation, membership, pre-registration, or other controlled entry measures, and are not broadly advertised for public participation.

Private events typically include guest lists or check-in processes and do not allow general public attendance, regardless of whether a fee is charged.

PUBLIC EVENT: An event that is open to the general public, regardless of whether admission is free or requires a fee. Public events allow individuals to attend or participate without restriction and are typically advertised or promoted broadly to the community.

An event shall be considered public if attendance is not limited by invitation, membership, or controlled access, and members of the public are generally able to enter and participate upon arrival (subject to capacity or payment of admission, if applicable).

PUBLIC RIGHT-OF-WAY: Any area dedicated for public travel or access, including streets, alleys, sidewalks, trails, and easements, whether for vehicles, pedestrians, or bicycles. Public right-of-way may exist within or adjacent to both public and Non-City-Owned property. Certain public right-of-way corridors are owned or maintained by external agencies, including the Wyoming Department of Transportation (WYDOT).

SPECIAL EVENT: Any organized activity, gathering, or celebration—whether public or private—that occurs on City-Owned property, within the public right-of-way, or that requires City services due to its impact on public spaces, safety, or operations.

A Special Event generally includes, but is not limited to:

- Events held on public streets, sidewalks, parks, trails, parking lots or other City-managed spaces;
- Events that involve street closures, lane restrictions, or traffic control measures—whether stationary or moving—for purposes other than construction or maintenance;
- Organized races, walks, parades, or similar activities that utilize or interact with a public right-of-way, even if roads remain open;
- Events that require coordination with City departments (e.g., Police, Fire, Public Works, Utilities, etc.) resulting in the provision of city services, including but not limited to traffic control, barricade placement, street or sidewalk closures, public safety staffing, or provision of City equipment or services;
- Events involving alcohol service or sales requiring a City-issued permit; or
- Events that, due to size, location, or nature, are reasonably anticipated to impact public safety, access, or the normal use of public spaces, even if not otherwise listed above.

Private gatherings are not considered Special Events when they:

- Occur entirely on Non-City-Owned property;
- Do not impact public spaces or infrastructure;
- Do not require City services; and
- Do not involve regulated activities requiring City permits (e.g., alcohol).

The City of Sheridan retains sole discretion to determine whether an activity qualifies as a Special Event.

SPECIAL USE PERMIT: An umbrella term used to collectively refer to various permit types (e.g., special event, alcohol, vending, street, or closure permits). The term does not represent a single permit type or a unified set of requirements.

STREET CLOSURE (NON-CONSTRUCTION): A temporary restriction or closure of a public street, lane, or right-of-way for purposes other than construction or maintenance.

A Street Closure Permit may be issued when the closure is limited in scope and does not involve an organized event, gathering, or activity that impacts public spaces, requires City services beyond the closure itself, or otherwise meets the definition of a Special Event.

Street closures associated with an organized event will be reviewed under the Special Event Permit and do not require a separate Street Closure Permit.

TRAFFIC CONTROL AND IMPACT: Any measure used to manage, direct, or regulate vehicular or pedestrian movement in public areas, including signage, barricades, flaggers, or law enforcement presence, as well as activities or events that impact, alter, or interfere with normal traffic flow or patterns, whether or not formal control measures are in place.

SECTION 2: DETERMINATION OF REQUIRED PERMIT(S)

A. PERMIT REQUIRED: A permit is required when an event meets the definition of a Special Event, including but not limited to events that meet one or more of the following criteria, or as otherwise determined by the City:

- Occur on City-Owned property or within the public right-of-way;
- Require traffic control, street closures, or involve interaction with vehicular or pedestrian traffic;
- Involve street closures associated with an organized activity;
- Require City-provided services or operational support; and/or
- Involve alcohol requiring a City-issued permit.

Events may require a permit regardless of whether a full street closure occurs, if the activity creates a measurable impact.

B. VOLUNTARY SPECIAL EVENT PERMIT REQUESTS: Events occurring entirely on Non-City-Owned property that would not otherwise require a permit under this policy may voluntarily apply for a Special Event Permit for purposes including, but not limited to, coordination of temporary mobile vendors associated with the event.

Approval of a voluntary permit request may authorize temporary mobile vending activity associated with the event, subject to any conditions, limitations, or operational requirements imposed by the City.

Approval of a voluntary permit request remains at the sole discretion of the City. Submission of a voluntary application subjects the event to all applicable submission requirements, timelines, fees, conditions, operational reviews, and permit provisions outlined in this policy.

C. EVENTS ON NON-CITY-OWNED PROPERTY: Events occurring entirely on Non-City-Owned property are not subject to this policy unless one or more of the following apply:

- The event impacts public right-of-way or City infrastructure;
- The event creates a measurable impact to surrounding public areas, including traffic, parking, pedestrian access, or public safety;
- The event requires City services; or
- The event requires a City-issued alcohol permit.

If none of the above conditions apply, a Special Event Permit is generally not required; however, final determination remains at the discretion of the City.

D. PERMIT ELIGIBILITY: Any individual, business, or organization may apply for a 24-Hour Open Container Permit, Malt Beverage Permit, or City Park Use Permit (with or without alcohol). However, only Retail and Resort Liquor License holders are eligible to apply for a 24-Hour Alcohol Catering Permit. *All applicants must meet the requirements outlined in the Applicant definition.*

E. GENERAL NOTES:

- All permits are issued for a 24-hour period. Consecutive permits may be required for multi-day events.
- If a Special Event includes alcohol service requiring a Catering Permit, the Event Organizer must submit a Special Event Permit and the Retail/Resort Liquor License Holder must submit the Catering Permit.
- If an applicant is unsure where an event falls, they are encouraged to contact City staff prior to submitting an application.
- Use of City-Owned utilities, including but not limited to electricity and water, is not permitted unless expressly approved by the City. Approval may be subject to availability and operational considerations.
- Public events involving beer or malt beverages may require a Malt Beverage Permit regardless of whether the beverages are sold, furnished, hosted, donated, or otherwise provided as part of the event.
- Open Container Permits may be considered for public events involving limited bring-your-own beverage (BYOB) consumption where alcohol is not sold, distributed, furnished, or included as part of admission, fundraising, or event promotion. Approval remains at the sole discretion of the City based on the nature, scale, location, and operational impacts of the event.

- Events such as races, walks, or parades may require a Special Event Permit even if streets are not fully closed, when the event involves traffic interaction, use of public right-of-way, or public safety coordination.

F. PERMIT TYPES AND REQUIREMENTS: The following table outlines common event types and the associated permits required. These examples are not all-inclusive. The City reserves the right to require additional permits or impose conditions based on the nature, size, and impact of the event.

Use the following table as a general guide. Final determination is based on the event's location, public impact, and operational needs as determined by the City.

EVENTS ON NON-CITY-OWNED PROPERTY WITH NO PUBLIC IMPACT* <i>*(No street closures, no traffic control required, no City services required, etc.)</i>				
Event Type	No Alcohol Involved	BYOB	Beer or Malt Beverages	Wine or Hard Liquor (Catered Only)
PRIVATE Event - Invite Only <i>Event stays on Non-City-Owned property for the entire event. Examples: Weddings, graduations, birthday parties, employee appreciation parties, etc.</i>	No City Permit Required	No City Permit Required	Malt Beverage Permit Required for Sales	Catering Permit: Retail/Resort Liquor Licensee Applies
PUBLIC Event - Open to General Public <i>Event stays on Non-City-Owned property for the entire event. Examples: Awareness events, fundraisers, art shows, worship events, movie nights, etc.</i>	No City Permit Required	Not Permitted**	Malt Beverage Permit Required	Catering Permit: Retail/Resort Liquor Licensee Applies

***Open Container Permits for public BYOB activity are uncommon and may only be considered on a limited case-by-case basis*

EVENTS IN CITY PARKS				
Event Type	No Alcohol Involved	BYOB	Beer or Malt Beverages	Wine or Hard Liquor (Catered Only)
PRIVATE Event - Invite Only <i>Event stays in City Park for the entire event. Examples: Weddings, graduations, birthday parties, employee appreciation parties/company picnics, etc.</i>	City Park Use Permit/Shelter Reservation (No Fee)	City Park Use Permit w/ Alcohol (includes park reservation & open container permit)	Malt Beverage Permit Required for Sales - Sales by active liquor license holders only	City Park Use Permit w/ Alcohol Applicant Applies AND Catering Permit: Retail/Resort Liquor Licensee Applies
PUBLIC Event - Restricted Participation <i>Event, at minimum, begins and ends at the City Park. Held in public spaces but limited to registered or ticketed participants; walk-up participation is not permitted. Examples: Organized athletic events (5k, Bike Races, etc.), tournaments/competitions (pickleball, volleyball, fitness, etc.), Skill-based clinics, or similarly structured activities.</i>	Special Event Permit - Non Alcohol food vendors allowed	Not allowed in City Parks during Public Events	Special Event w/ Alcohol Sales by active liquor license holders only	Special Event w/ Alcohol Applicant Applies AND Catering Permit: Retail/Resort Liquor Licensee Applies
PUBLIC Event - Open Access <i>Event stays in the City Park for the entire event. Open to the general public to attend and participate without advance registration. Examples: Concerts in the park, Fundraising Events, Rallies, etc.</i>	No vendors: Park Use Permit (Shelter Reservation) Vendors: Special Event Permit - Non Alcohol	Not allowed in City Parks during Open Access Events	Not allowed in City Parks during Open Access Events	Not allowed in City Parks during Open Access Events

EVENTS ON CITY-OWNED PROPERTY OR RIGHT-OF-WAY (Including streets, sidewalks, trails, parking lots, pathways, moving races, parades, etc.)				
Event Type	No Alcohol Involved	BYOB	Beer or Malt Beverages	Wine or Hard Liquor (Catered Only)
PUBLIC Event <i>Examples: Races (5k, 10k etc.), Wine Fest, Third Thursdays, Fundraising Events, Rodeo, Parades, etc.</i>	Special Event Permit - Non Alcohol Required	Not allowed during Public Events	Special Event Permit w/ Alcohol - Sales by active liquor license holders only	Special Event w/ Alcohol Applicant Applies AND Catering Permit: Retail/Resort Liquor Licensee Applies
PRIVATE Event - Invite Only <i>Private, invite-only events held on City-Owned property (e.g., streets, plazas, pathways, or other public spaces).</i>	No Alcohol, No Vendors - Street Closure Permit Only (No Fee)	Open Container Permit	Special Event w/ Alcohol - Sales by active liquor license holders only	Street Closure Permit Applicant Applies AND Catering Permit: Retail/Resort Liquor Licensee Applies

NOTE: Street Closure Permits are intended for limited private use of right-of-way that does not involve vendors, organized commercial activity, alcohol service, or other operational impacts that would elevate the activity to a Special Event.

SECTION 2.1: COMMON LOCATION GUIDANCE (for clarification purposes only)

- A. EXAMPLES:** The following examples are provided to clarify how this policy is applied to commonly used event locations within the community. These examples are illustrative only and do not replace the general requirements of this policy.

Events held at Sheridan County Fairgrounds, Sheridan College, Whitney Park, or other Non-City-Owned properties are not subject to this policy unless one or more of the following conditions apply:

- The event utilizes City-Owned property in any capacity (e.g. parking areas, staging areas or vendor setup);
- The event impacts public streets, sidewalks, traffic flow, pedestrian access, or public parking, including overflow parking on City streets or in City-managed lots;
- The event requires traffic control or public safety coordination; and/or
- The event involves alcohol requiring a City-issued permit.

Examples Requiring a Permit

Examples include, but are not limited to:

- Races, walks, or events that begin or end at these locations but utilize public streets, require street closures, or involve traffic coordination;
- Vendor setup associated with Whitney Park events that occurs on the Hub on Smith parking lot (City-Owned property).

Examples Not Requiring a Permit (See Section 2.2 for additional requirements)

Examples include, but are not limited to:

- Events fully contained within the property that do not impact public infrastructure, traffic, or public parking;
- Events that do not require City Services; and
- Events that do not involve alcohol requiring a City-issued permit.

NOTE: Portions of the area commonly associated with private venues may be City-Owned. For example, while Whitney Park is privately owned, the adjacent Hub on Smith parking lot is City-Owned property. Use of this parking lot for event activities—including vendor setup, staging, or event operations—requires applicable permitting.

SECTION 2.2: ADDITIONAL REQUIREMENTS (IF APPLICABLE)

- A. ADDITIONAL REGULATIONS:** A determination that a Special Event Permit is not required under this policy does not exempt an event from compliance with other applicable regulations.

Events occurring within City limits may require review or approval by the Sheridan Fire Department or any other applicable authority, even if a Special Event Permit is not required. This includes events held on Non-City-Owned property. Examples include events involving:

Such approvals may be required for events that include:

- Temporary structures such as tents (membrane structures), stages, or similar installations;
- Large gatherings or assembly-type events (generally 150 or more attendees);
- Fire or life safety considerations, including occupancy, egress, and emergency access;
- Generators, significant electrical usage, or temporary power setups;
- Open flames, fireworks, or temporary cooking equipment (e.g., grills, fryers, smokers, or propane-fueled devices) outside of permitted mobile vending units or established commercial kitchen operations; and/or
- Activities or equipment requiring life-safety measures (e.g., fire extinguishers, sprinkler systems, rescue equipment, or similar protections).

The event organizer is responsible for coordinating with any applicable authority, which may include the Sheridan Fire Department or other agencies depending on the event location (e.g., Sheridan County or other jurisdictions).

WYDOT Coordination – Events that impact state highways or WYDOT-controlled roadways may require additional review or permitting. See Section 8.

SECTION 3: SUBMISSION TIMELINES & SCHEDULED FEES

A. SUBMISSION TIMELINES: Special Event permit applications must be submitted in accordance with the timelines outlined in the table below. The required timelines include both processing and interdepartmental review.

- Any Special Event application submitted within seven (7) business days of the scheduled event may not be considered or approved by the City.
- For applications that have been submitted but not yet finalized, if City approval and/or payment of all required fees has not been completed at least seven (7) calendar days prior to the scheduled event, the event may not be authorized to proceed.

B. SCHEDULED FEES: All applicable permit fees are established in the **City of Sheridan Master Fee Schedule**. Applicants are responsible for reviewing the current fee schedule prior to submitting an application. All applicable fees must be paid in full before a permit will be issued. Late fees may apply to applications submitted after the required deadline as outlined below.

Type of Permit	Application Deadline	Fee Required	Late Fee Applicable
City Park Use Permit - Non Alcohol	N/A	No	No
City Park Use Permit - With Alcohol	N/A	Yes	No
Open Container Permit	21 days prior to event	Yes	Yes
Malt Beverage and/or Catering Permit	21 days prior to event	Yes	Yes
Special Event - Non Alcohol	21 days prior to event	Yes	Yes
Special Event - With Alcohol	60 days prior to event	Yes	Yes

- *Refund Policy: All permit fees are non-refundable*

SECTION 4: APPLICATION REVIEW, APPROVAL & COMPLIANCE

An application is not considered submitted until the City has confirmed it is complete and all required documentation has been received.

A. REVIEW AND DETERMINATION: After review, the City will issue one of the following determinations:

Determination	Explanation
Approved No Conditions	Authorization is granted without additional conditions. The permit will be issued after the applicant has signed the permit and all applicable fees have been paid in full.

Approved Subject to Conditions	Authorization is granted subject to conditions deemed reasonable and necessary by the City. The applicant will be notified of all required conditions and provided the opportunity to review them. Following notification of required conditions, continuation of the permit process shall constitute acceptance of all permit terms and conditions. All applicable fees must be paid in full prior to permit issuance. Upon receipt of payment, the permit will be issued and provided to the applicant. <i>If the applicant does not wish to or cannot adhere to the imposed conditions, they may withdraw their application prior to signing without incurring any fees.</i>
Denied	Authorization is denied, with an explanation provided for the reason(s). If time allows and remedies exist to address the cause(s) of denial, the applicant may be given the opportunity to revise and resubmit the application for further consideration.

B. COMPLIANCE REQUIREMENTS: All permitted Special Events must comply with the requirements outlined in this policy as well as any additional conditions set by the City. Failure to comply with permit terms, safety requirements, or applicable laws may result in suspension or cancellation of the event, either prior to the event or while it is in progress.

Violations may also result in fines, denial of future applications, and/or recovery of costs incurred by the City due to noncompliance or damages. The City of Sheridan reserves the right to revoke event authorization if public safety is at risk or if the event significantly deviates from the approved plan.

SECTION 5: CONDITIONS AND/OR DENIALS

A. CONDITIONS: Depending on the scope of the event, the City may require additional conditions for authorization. These conditions will be communicated prior to fee payment and permit issuance to ensure the applicant is able to review, agree to, and comply with the conditions.

All conditions are at the discretion of the City and are final unless modified through the appeal process outlined in Section 5.1. For any/all conditions, applicants may be required to provide documentation verifying any rented or contracted equipment, facilities, or services prior to permit approval.

Conditions may include but are not limited to the following:

- **Additional Restroom Facilities Requirements** – Additional portable restroom facilities may be required based on event size, duration, and availability of existing facilities.
- **Additional Waste Management Requirements** – Additional cleanup requirements may be imposed if the proposed plan is deemed insufficient.

- **Additional Public Notification Requirements** – Additional public notifications may be required to ensure adequate community awareness and communication.
- **Barricade Placement and Traffic Control/Safety Plan** – Additional requirements may be imposed if the proposed plan does not adequately address barricade placement, traffic control, or safety. Plans deemed insufficient may require revision or supplemental measures prior to approval.
- **Security Staffing Plan** – May be required for events with large attendance and/or alcohol service. The plan must outline staffing levels, training, crowd management, and coordination with law enforcement.
- **Additional Law Enforcement Requirements** - May be required based on the type and scope of the event.
- **Vendor List** – Must include all vendors providing goods, services, or food.
- **Parking Management Plan** – May be required based on event size, location, and anticipated attendance. The plan shall identify designated parking areas, overflow parking, traffic circulation, and measures to prevent congestion or disruption to public streets, sidewalks, and adjacent properties.
- **Letter of Good Standing** – Required for any liquor license holder licensed outside the City of Sheridan. The letter must be submitted directly by the issuing licensing authority and is required for approval of an Alcohol Permit.
- **Property Owner Authorization Letter** – Required for events held on Non-City-Owned property involving alcohol sales or service. The letter must be submitted by the legal property owner of record. Authorization from tenants or lessees is not sufficient without written approval from the property owner.
- **Emergency Access Provisions** – Must ensure fire lanes and emergency vehicle access remain clear at all times.
- **Noise Control Measures** – Must include compliance with applicable sound ordinances, including limits on amplified sound and event hours.
- **Additional Liability Insurance** – May be required based on the type and scope of the event.
- **Other Conditions** – Any additional requirements deemed necessary by the City to protect public health, safety, and welfare, and to minimize community disruption.

B. DENIALS: A permit may be denied if the City determines that the proposed event poses a risk to public health, safety, or general welfare. Denial may also be based on one or more of the following:

- The application is incomplete or missing required forms or documentation;
- Required application fees have not been paid;
- Required insurance has not been obtained or verified;

- The anticipated cost of City services is unreasonable;
- Required permit conditions cannot be met;
- The applicant has outstanding invoices or unpaid damages from prior events;
- The proposed event conflicts with previously scheduled events, programs, or facility reservations, or would overextend available City resources;
- Necessary City resources are unavailable at the proposed time (the applicant may be given an opportunity to revise the schedule if feasible);
- The applicant is not authorized to act on behalf of the organization;
- The applicant or organization has a history of noncompliance with permit conditions, City policies, or applicable laws;
- Prior events organized by the applicant resulted in significant disruption, property damage, or safety concerns;
- The event is reasonably expected to cause undue harm or inconvenience to participants, the community, or surrounding neighborhoods;
- The application contains false or misleading information;
- The applicant or organization has previously made material misrepresentations regarding an event or permitted activity; or
- Any other condition related to the proposed event raises substantial concerns that cannot be reasonably addressed through conditions or modifications.

SECTION 5.1 APPEALS OF DENIAL OR CONDITIONS

If an application for a Special Event Permit is denied, or approved with conditions, the applicant may appeal the decision as outlined below.

A written notice of appeal must be submitted to the City Clerk within three (3) business days of receipt of the notice of denial or conditions. The notice of appeal must clearly state the grounds for the appeal. Failure to timely submit a notice of appeal shall constitute acceptance of the decision.

NOTE: Appeals are subject to established submission timelines. Applications submitted outside required deadlines may not allow sufficient time for appeal prior to the event date.

Appeal of Conditions: Appeals of conditions imposed on an approved permit shall be reviewed by the City Administrator or designee. The City Administrator or designee may affirm, modify, or remove the conditions. The decision of the City Administrator or designee shall be final.

Appeal of Denial: In accordance with Charter Ordinance 2202, appeals of a denied application may be considered by the Governing Body at the discretion of the Mayor. Upon receipt of a complete appeal, the City will coordinate with the Mayor to schedule the appeal for consideration at the next regularly scheduled City Council meeting or at a special meeting, as appropriate.

The City will make reasonable efforts to schedule the appeal prior to the proposed event date; however, scheduling is not guaranteed. If an appeal cannot be heard prior to the proposed event date, the denial shall remain in effect.

The Governing Body may affirm, modify, or overturn the denial. The decision of the Governing Body shall be final.

SECTION 6: INSURANCE SPECIFICATIONS

- A. GENERAL REQUIREMENT:** Commercial General Liability Insurance is required for Special Events when the event presents increased risk or potential liability to the City, as determined by the conditions outlined below.
- B. EVENTS REQUIRING INSURANCE:** Insurance is required as outlined in Section 6D for any Special Event requiring a City-issued Special Event permit that includes one or more of the following:
- Use of City-Owned property, public right-of-way, or City facilities;
 - Street closures, lane restrictions, traffic control, or moving events (e.g., races, walks, parades);
 - Use of City Services, including equipment, personnel, or operational support related to traffic control, public infrastructure, or event operations;
 - Alcohol service or sales requiring a City-issued permit;
 - Events with large attendance or increased public safety considerations; or
 - Installation of temporary structures (e.g., tents, stages, equipment).

The City reserves the right to require insurance or waive the requirement for any event, regardless of the criteria listed above, based on its assessment of risk.

Events occurring entirely on Non-City-Owned property that do not require a City-issued Special Event permit and do not impact public infrastructure, right-of-way, traffic, or public parking; do not involve alcohol requiring a City-issued permit; and do not require City services are not subject to City insurance requirements under this policy. Insurance for such events, if required, is determined by the property owner or applicable jurisdiction.

- C. INSURANCE DOCUMENTATION REQUIREMENTS:** When insurance is required, the applicant must provide a Certificate of Liability Insurance with the application. If the event involves the use of City-Owned property, the City of Sheridan must be named as an additional insured, and this must be reflected on the Certificate of Liability Insurance before the event will be approved.
- D. MINIMUM COVERAGE REQUIREMENTS:** When required, insurance coverage must meet or exceed the following minimums; however, the City reserves the right to require increased coverage limits, additional coverages, or additional insured requirements based on the nature, size, location, duration, anticipated attendance, activities, or risk exposure associated with the event:

- Commercial General Liability Insurance: \$1,000,000.00 per occurrence / \$2,000,000.00 aggregate
- Damage to Rented Premises: \$50,000.00 per occurrence
- Medical Expense: \$5,000.00 per person
- Personal and Advertising Injury: Included within the required Commercial General Liability coverage
- Products and Completed Operations Aggregate: \$1,000,000.00
- Liquor Liability (when alcohol is being served or sold): \$1,000,000.00 per occurrence

E. INDEMNIFICATION: By completing the permit process, including payment, the applicant agrees to release, defend, indemnify, and hold harmless the City of Sheridan and its employees, agents, officers, and representatives from any and all claims of injury to persons or damage to property arising out of or related to the event. The applicant further agrees to be responsible for any damage to City-Owned property resulting from the event.

SECTION 7: PUBLIC NOTIFICATIONS

Applicants are required to provide notification to affected businesses, residents, and other parties regarding the event and its impacts, including impacts to public access, traffic, parking, surrounding areas, noise, or lighting.

Notifications must be reasonably sufficient to inform those impacted and include, at a minimum, the nature of the event, anticipated impacts, and relevant dates and times.

The City may require additional notification measures and/or verification that notifications have been completed.

SECTION 8: WY DEPT OF TRANSPORTATION (WYDOT) COORDINATION

Certain roadways within the City of Sheridan are owned and maintained by the Wyoming Department of Transportation (WYDOT), including portions of state highways and interstate corridors (e.g., Business Loop I-90).

Events that propose to use, impact, or affect a WYDOT-controlled roadway—including lane closures, traffic control, signage, or access restrictions—may require review, approval, or permitting by WYDOT.

The applicant is responsible for coordinating directly with WYDOT and obtaining any required approvals. Documentation of WYDOT coordination and approval may be required prior to City permit approval.

Approval by the City of Sheridan does not constitute approval by WYDOT.

SECTION 9: PROCEDURE: APPLICATION PROCESS OVERVIEW

Step 1: Submit Application - The applicant must complete and submit the required application form to initiate the process. Applications are available on the City of Sheridan website. The application must be fully completed and include all required information and supporting documentation.

Incomplete applications may be deemed void if no contact or progress is made within seven (7) business days. Applicants may reapply; however, any resubmitted application will be treated as a new application, and all applicable deadlines, review timelines, and fees, including late fees, will apply.

Step 2: Submit Supporting Documents - Following application submission, the applicant must provide all required supporting documents as outlined in the application. Failure to provide required documentation may delay or prevent application review. *Additional documents or requirements may apply depending on the type and scope of the event.*

At a minimum, all Special Event applications must include:

- Completed permit application form
- Basic restroom facilities plan
- Basic waste management plan
- Basic parking management considerations
- Site plan identifying event layout, exits, and alcohol service areas (if applicable)
- Route map, if the event involves movement
- Current and valid government-issued photo ID for age verification for any application involving alcohol
- General liability insurance, if required (see Section 6)

Step 3: Departmental Review - Once all required materials have been received, the application will be routed to appropriate City departments for review. City staff may request clarification or additional information as needed.

Step 4: Conditions or Clarification – Notice to Applicant – If additional conditions are required or potential issues are identified, the City will notify the applicant and provide the opportunity to revise the application or proceed subject to conditions.

If the applicant does not respond within ten (10) calendar days, or if applicable deadlines have passed, the application will be considered inactive and closed.

Step 5: Determination - Following review, the City will provide the applicant with one of the following determinations (see Section 5 for details): Approved, No Conditions; Approved, Subject to Conditions; or Denied. If a permit is denied, and if time allows, the applicant may revise and resubmit the application or pursue an appeal in accordance with Section 5.1.

Step 6: Acknowledgment and Payment – Following notification of any required conditions, the applicant's continuation of the permit process, including payment of

applicable fees, shall constitute acceptance of all permit terms and conditions. All applicable fees must be paid in full prior to permit issuance.

Step 7: Day of the Event - A copy of the Special Event Authorization and all applicable permits must be kept on site and made available upon request by City officials. Copies may be maintained in either physical or electronic format, provided they are readily accessible, legible, and can be immediately produced upon request at all times during the event.

Step 8: After the Event, If Applicable - The applicant is responsible for any fees or charges associated with non-compliance with permit conditions, as well as any costs incurred by the City for unapproved or additional services or damage to public property. Such fees and costs will be invoiced and are due within thirty (30) days of invoice issuance.

SECTION 10: POLICY ENFORCEMENT

This policy is enforceable under applicable City ordinances and the general powers granted to municipalities under Wyoming Statutes, including but not limited to **W.S. 15-1-103, 15-1-501, and 15-1-511**, as well as **Wyoming Statutes Title 12 – Alcoholic Beverages**, which authorize the City to regulate public spaces, alcoholic beverage service, and activities impacting public health, safety, and welfare, and to enforce compliance with local regulations.

- A. Application and Permit Compliance** – Designated City staff are responsible for reviewing applications, verifying completeness, applying conditions, collecting fees, and ensuring all required documentation is received prior to authorization.
- B. Event Monitoring and Safety Compliance** – The Police Department, Fire Department, Public Works Department, Utilities Department, and other relevant City departments may monitor permitted events, as appropriate, to ensure compliance with permit conditions and public safety requirements.
- C. Authority to Modify or Terminate Events** – The City reserves the right to suspend, modify, or terminate an event if:
 - Public health, safety, or welfare is at risk;
 - Permit conditions are not being followed;
 - Required City resources are insufficient to support the event;
 - The event significantly deviates from the approved plan; or
 - Any other circumstance arises that threatens public safety.
- D. Consequences of Permit Noncompliance** – Failure to comply with permit conditions, City policies, or applicable laws may result in:
 - Suspension or cancellation of event, either prior to its start or while in progress;
 - Denial of future event applications;
 - Recovery of costs incurred by the City; and/or
 - Fines or other legal action, as applicable.

- E. Compliance with Laws** – All events must comply with all applicable local ordinances, state statutes, and federal laws. Any violation of such laws may result in enforcement action under this policy, in addition to any penalties provided by law.
- F. Controlled Substances Prohibited** – Any possession, use, sale, or distribution of controlled substances in violation of applicable law is prohibited at permitted events. Such activity may result in immediate enforcement action, including event suspension or termination, and referral to law enforcement.

SECTION 11: ADMINISTRATIVE AUTHORITY

The City Clerk, or designee, is authorized to make administrative updates to forms, procedures, and operational requirements as necessary to implement this policy, provided such updates do not materially alter the intent of the policy or create additional substantive requirements for applicants.

For purposes of this section, a “material change” includes, but is not limited to, the creation of new restrictions, changes to eligibility, modification of permit classifications, or changes that significantly impact public access or participation.

Administrative updates shall not include the establishment or modification of any fees. All fees shall be as established in the City’s Master Fee Schedule.

This Policy shall become effective upon approval by the Governing Body and shall remain in effect, including any amendments, until repealed. This Policy applies to all applications submitted on or after the effective date.

APPROVED AND ADOPTED this _____ day of _____ 20____.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk



CITY OF SHERIDAN, WYOMING

55 Grinnell Plaza, Sheridan, Wyoming 82801

Ph (307) 674-6483

Clerk

MEMORANDUM

RE: Minutes of Regular Council Meeting held May 18, 2026

From: Ashlee Foster, City Clerk

To: City Council

Date: 06/01/2026

Attachments

Minutes

CITY OF SHERIDAN, WYOMING
MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

5:30 P.M.

MAY 18, 2026

1. Mayor Bridger called the meeting to order at 5:30 P.M.
2. Mayor Bridger led the Pledge of Allegiance to the Flag
3. Invocation was given by Barbara Hill
4. The meeting was called to order with a quorum as follows:

Present	Patceg, Leichtnam, Weitzel, Brantz, Luhman, Wood & Mayor Bridger
Absent	None

5. CONSIDERATION OF AGENDA

- **Motion:** Councilmember Weitzel moved, seconded by Councilmember Luhman, to approve the agenda as presented
- **Voice Vote:** Motion passed, 7-0

6. COMMUNITY UPDATES

- A. Sheridan Arts Council (SAC) - Shawn Day, President
- B. Dane Pearson Introduction - Sheridan County Justice Office, Administrator

7. STAFF UPDATE

- A. Tax Increment Financing (TIFs) - Public Works Director Hanns Mercer

8. COMMENTS FROM THE PUBLIC

- A. **Dennis Fox** - Mr. Fox spoke in favor of placing GPET on the ballot. He expressed his support for lower taxes, and encouraged the public to vote against the GPET as an excess tax.

9. PUBLIC HEARING

- A. Public Hearing for a New Restaurant Liquor License #17 for Olha's Market located at 1841 S. Sheridan Avenue.

Mayor Bridger opened the Public Hearing at 6:12 P.M. Assistant City Clerk Michael Shapiro updated the council. No public comment.

Mayor Bridger closed the Public Hearing at 6:13 P.M.

COUNCIL QUESTIONS & COMMENTS RE: ITEM 8

- A. **Councilmember Leichtnam** - Councilmember Leichtnam inquired whether the sale of liquor is prohibited until the fence is built. Mayor Bridger clarified that the sale of liquor is allowed inside the building, and that his understanding is that the intent of the business owners is not to sell liquor outside until the fence is built.

i. Consideration for a New Restaurant Liquor License #17 for Olha's Market located at 1841 S. Sheridan Avenue.

- **Motion:** Councilmember Leichtnam moved, seconded by Councilmember Luhman, to approve Restaurant Liquor License #17 for Olha's Market
- **Voice Vote:** Motion passed, 7-0

10. CONSENT AGENDA

- A. Reappointment of Margaret (Maggie) Morneau to the Planning Commission for a three-year term, expiring June 30, 2029
- B. Appointment of Councilmember Bev Leichtnam to the Police Department Civil Service Commission for a three-year term, expiring June 30, 2029
- C. Minutes of Regular Council Meeting held on May 4, 2026

D. Claims, as set forth at the end of these minutes

- **Motion:** Councilmember Wood moved, seconded by Councilmember Luhman, to approve the Consent Agenda as presented
- **Noted Recusals/Conflicts:** None
- **Voice Vote:** Motion passed, 7-0

NEW BUSINESS

11. Consideration of Resolution 08-26 Confirming the Placement of the Ballot Question for One Cent/GPET - City Administrator Stuart McRae and City Attorney Brad Thimmesch

COUNCIL QUESTIONS & COMMENTS RE: ITEM 11

- A. Councilmember Wood** - Councilmember Wood clarified that GPET is not a new tax; it has shaped the community for more than 30 years. Without it, Sheridan would be much further behind than we are now, and he supports it, as the amount paid by each individual in sales tax is negligible. City Attorney Thimmesch confirmed that his understanding is that GPET began in 1988 and has been upheld since then.
- B. Mayor Bridger** - Mayor Bridger reiterated that this resolution is not an approval of the tax. Rather, it is to place it on the ballot for the public to vote, and to voice their opinion on whether they would like to keep it or not.
- C. Councilmember Patceg** - Councilmember Patceg raised concerns regarding the variation in Sheridan's median household income amounts according to various sources, as well as who benefits from the services provided by the institutions funded by GPET.
- D. City Administrator McRae** - City Administrator McRae clarified that when he was researching household income, there was a range of different sources. Ultimately, he chose a conservative number, in an effort to present this information in as fair a manner as possible. Councilmember Patceg thanked him for making that choice.
- E. City Attorney Thimmesch** - City Attorney Thimmesch reiterated that as Mayor Bridger said, this resolution is not an approval or a denial of the tax itself but is to move forward and place it on the ballot.
- **Motion:** Councilmember Brantz moved, seconded by Councilmember Wood, to approve the placement of Resolution 08-26 Confirming the Placement of the Ballot Question for One Cent/GPET
 - **Voice Vote:** Motion passed, 7-0

12. Consideration of Bid Award to Prospect Construction for the Sheridan WWTP Rehabilitation Project in the Amount of \$8,171,540.00 - Utilities Director Dan Roberts

COUNCIL QUESTIONS & COMMENTS RE: ITEM 12

- A. Councilmember Patceg** - Councilmember Patceg commented that he supports the project, having learned more about Prospect, its expertise, and their work here in Wyoming.
- **Motion:** Councilmember Leightnam moved, seconded by Councilmember Patceg, to approve the Bid Award to Prospect Construction for the Sheridan WWTP Rehabilitation Project in the Amount of \$8,171,540.00
 - **Voice Vote:** Motion passed, 7-0

13. Consideration of Contract with IAFF Local #276 - Human Resources Director Heather Doke

COUNCIL QUESTIONS & COMMENTS RE: ITEM 13

- A. Councilmember Patceg** - Councilmember Patceg inquired about the change from a one-year to a two-year contract. Human Resources Director Doke clarified that because the revised schedule would not begin until January 2027, a one-year contract would leave only two to three months before negotiations would need to begin again.

In contrast, a two-year contract would allow enough time to evaluate how well the schedule revision was working after about six months of implementation.

- B. Mayor Bridger** - Mayor Bridger noted that this was indeed the case, and both his group and the firefighters agreed that having a six-month evaluation period for the new schedule, and consequently a two-year contract, would make sense.
- C. Councilmember Patceg** - Councilmember Patceg requested clarification regarding the 48/96. Human Resources Director Doke clarified that this is the current working schedule, consisting of 48 hours on, followed by 48 hours off.
 - **Motion:** Councilmember Weitzel moved, seconded by Councilmember Luhman, to approve the two-year contract with IAFF Local #276
 - **Voice Vote:** Motion passed, 7-0

14. Consideration of the City Administrator Contract - City Attorney Brad Thimmesch

COUNCIL QUESTIONS & COMMENTS RE: ITEM 14

- A. Councilmember Wood** - Councilmember Wood stated that as he is against a severance package in the circumstance of a termination without cause, when it is being funded with taxpayer money, he would vote against it.
 - **Motion:** Councilmember Luhman moved, seconded by Councilmember Weitzel, to approve the 2026 City Administrator Contract
 - **Voice Vote:** Motion passed, 6-1; Councilmember Wood opposed

15. Council Comments and Committee/Board Reports

- A. SEEDA** – Nothing new to report at this time
- B. NEWY** – WAM continues to provide support for municipalities across Wyoming, particularly in the case of towns without treasurers at present. WAM's stopgap program and resources are very helpful
- C. CAST** – Planes are filled over 90% for every flight. There has been consideration of changing the internal configuration, to provide first class seating
- D. SAWS** – Nothing new to report at this time
- E. SPAC** – Preparations are in progress for the summer
- F. DSA** – Preparations are in progress for Third Thursdays
- G. Justice JPB** – Nothing new to report at this time
- H. City Administrator Stuart J. McRae**
 - a. Announced that the Parks Department is hosting a public meeting, to determine what the public would like to see at Sheltered Acres, on Wednesday, May 20 at 5pm at City Hall
 - b. Announced that WYDOT is hosting a public meeting, regarding Coffeen Avenue, on Wednesday, May 27th at 5pm at the Ramada Inn
 - c. Announced that City Hall IT Manager Glenn Manry's last day with the City is Friday, May 22nd. He has served the City for many years, and there will be a farewell event for him at City Hall at 3pm on that date. Kaelan Haring has been selected from a pool of highly competitive applicants to take over, which means that now there will be a search to find a replacement for Kaelan's position
 - d. Commended Public Works Director Hanns Mercer for saving the lives of a woman and her dog, who fell off a paddleboard in high winds in Lake DeSmet last Wednesday, May 13th
- I. Councilmember Leichtnam:** Announced that the Hubcaps will be performing at the Hub on Wednesday and Thursday, May 24th and 25th
- J. Councilmember Luhman:** Relayed a resident's concern that the City is not proactive enough about enforcing laws when they are broken. In this case, the resident believed that many neighbors had broken the law as far as the heights of their outbuildings were concerned, while he feels he is being prevented from building to that height on his own property. Councilmember Luhman recommended that this resident file for a variance, as that is the current process with the City for such matters

K. Mayor Bridger: Agreed that filing for a variance is the process, and often variances are supported by the Board of Adjustments. Mayor Bridger also expressed gratitude for City IT Manager Manry’s exemplary service to the City

16. Mayor Bridger adjourned the meeting at 7:18 P.M.

CLAIMS:

#	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT
1	Ace & Knecht	Clear coat, broom, floor scrubber, shovel - TS	\$ 93.80
2		Clear coat, broom, floor scrubber, shovel - TS	\$ 9.59
3		2pck Battery	\$ 21.11
4	Alex Germain	UB 00023621 620 ASPEN	\$ 9.55
5	AlphaGraphics of Wyo	SPAC Printed Materials for Fundraising	\$ 304.94
6	Altitude Recycling	Baling Wire	\$ 6,160.00
7	Amanda Nelsen	UB 00004611 220 LOUCKS	\$ 29.09
8	Amazon Capital Services	ITEM: PILOT G2 Premium Refillable and Retractable	\$ 249.47
9		ITEM: Brother Genuine TN760 High Yield Black Tone	\$ 98.28
10		Scrapers, planters and latex gloves for Parks	\$ 50.96
11		Scrapers, planters and latex gloves for Parks	\$ 346.06
12		Scrapers, planters and latex gloves for Parks	\$ 154.99
13		ITEM: Keuvirya Heavy Duty Tablet Mount for Truck	\$ 34.53
14		ITEM: 3M Desk and Office Spray Cleaner, 15 Oz Aer	\$ 476.62
15		ITEM: Tub O' Towels TW90 Heavy-Duty 10" x 12" Size	\$ 403.26
16		ITEM: Food Grade NSF FDA RTV Silicone Sealant	\$ 669.98
17		ITEM: Master Vision Kamashi Easy Clean Magnetic We	\$ 207.90
18		ITEM: DYMOAuthentic LWNameBadgeLabelsDYMO La	\$ 627.28
19		GC602 - tune up kit	\$ 24.98
20		LF265 - GPI - DEF Utility Transfer Pump, 8 GPM, 12	\$ 299.99
21		office supplies - golf/passport cards	\$ 9.95
22		ITEM: Rock-N-Rescue Professional Rope Identificat	\$ 33.58
23		Returned Humidifier Filters	-\$ 16.06
24	American Maid	Cleaning - UM	\$ 607.50
25		Cleaning - UM	\$ 405.00
26		Cleaning- BGWTP	\$ 750.00
27		Cleaning - Landfill	\$ 525.00
28		Cleaning - Scale House	\$ 225.00
29		Cleaning - Recycling Center	\$ 262.50
30		Cleaning - Recycling Center	\$ 262.50
31		Cleaning- SWTP	\$ 600.00
32	American Welding & G	Plasma Cutter	\$ 2,451.78
33		Plasma Cutter	\$ 2,451.78
34	AutoZone Stores LLC	PD108 - wiper blades	\$ 37.48
35		FD32 - alternator	\$ 767.51
36	B&B Leasing Company	Sharp Copier BP-5162C for SFR	\$ 180.94
37	BALCO Uniform Co	1-Pair of Nomex Pants for DCFried Inv 87900	\$ 304.52
38	Ben Goddard	UB 00692510 1515 HOLMES	\$ 49.72
39	Big Horn Sanitation	Malcolm Wallop sanitation fee - 03/26	\$ 126.50
40		Septic pump fee South Park - 04/26	\$ 462.50
41	Blake King	Wyoming rural conference reimbursement	\$ 158.00
42	Brad Viren	Per Diem / Lodging / Transportation Reimb	\$ 766.43
43	Brianne Hernandez	UB 00024202 10 WATER	\$ 14.06
44	Brian's Boot & Shoe	Wildland Boots for NLeibee	\$ 413.95
45		Station Boots for LGrooms FY2026 Clothing	\$ 112.45
46	Buggy Bath Unlimited	Truck Washing Monthly	\$ 132.41
47		Truck Washing Monthly	\$ 132.40
48		Wash Card Monthly for Landfill	\$ 31.99
49	Camden McArthur	Per Diem WFA Cheyenne, WY May 3-7,2026 CMcA	\$ 306.00
50		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
51	Carquest Auto Parts	FD31 - Fuel filter	\$ 18.02
52		FD31 - Fuel filter	\$ 29.72
53		FD31 - Oil filter, air dryer cartridge, air filter	\$ 197.78
54		RC332 - Oil spin-on filter, air filter, oil filter	\$ 99.20
55		FD35 - Oil filter	\$ 10.02

56		FD35 - Motor oil	\$ 23.99
57		FD35 - Brake hose washer	\$ 6.33
58		ST275 - Power steering fluid	\$ 12.20
59		Returned belt tensioner	-\$ 133.69
60		Credit return Rotella T1 SAE30	-\$ 23.99
61	CenturyLink	05/01-05/31/26 TeleCom	\$ 146.61
62		05/01-05/31/26 TeleCom	\$ 7.48
63		05/01-05/31/26 TeleCom	\$ 4.49
64		05/01-05/31/26 TeleCom	\$ 7.48
65		05/01-05/31/26 TeleCom	\$ 4.49
66		05/01-05/31/26 TeleCom	\$ 2.99
67		05/01-05/31/26 TeleCom	\$ 2.99
68		05/01-05/31/26 TeleCom	\$ 14.96
69	Christie Edwards	Per Diem Reimbursement - Court Conf.	\$ 142.00
70	CNH Industrial	Annual Lease Payments	\$ 15,173.87
71		Annual Lease Payments	\$ 3,414.77
72	Collection Professio	Collection Fees	\$ 701.53
73	Collin Eisenman	Meals Per Diem WFA Instructor Cheyenne, WY April 2	\$ 306.00
74	Column Software	Press Publishing Fees FY26	\$ 599.85
75		LPO 41523 - Ad for Bids 2026 Micro-Surfacing	\$ 437.04
76	Connor Tracy	Meals Per Diem WFA Cheyenne, WY May 3-7, 2026 CTra	\$ 306.00
77		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
78	Courtney Lohrmeyer	Courtney Lohrmeyer lunch reimbursement (3/26/26)	\$ 19.00
79	Crescent Electric	Decorative lights controller and filters - TS	\$ 1,034.94
80		Turbidity installation parts- bushings, locknut	\$ 103.86
81		Glassmaster polymer conc box solid lid - TS	\$ 449.26
82	Cummins Rocky Mountain	Insite Pro - shop software	\$ 860.00
83	DOWL	WWTP S. Clarifier - CA/Cnst. Insp.3/29/26 - 4/25/2	\$ 6,950.00
84		5th & Long / Shdn Ave - data clcn/rvw 2/22-3/28/26	\$ 10,675.00
85		5th & Long / Shdn Ave - data clcn/rvw 2/22-3/28/26	\$ 8,149.26
86		5th & Long Trffc Stdy - data clcn/rvw 3/29-4/25/26	\$ 15,134.34
87		Water Tank Deficiencies - Prof. Svcs. 3/29-4/25/26	\$ 1,040.50
88		26 Pvmt Maint - Prof. Svcs/Dsgn 3/29/26 - 4/25/26	\$ 12,634.00
89	Elizabeth Romanjenko	UB 00024205 10 WATER	\$ 83.58
90	Empathia Inc	EAP Services 5/1/26 - 7/31/26	\$ 1,039.50
91	Employ LLC	Temp Labor - Recycling	\$ 3,651.90
92		Temp Labor - Recycling	\$ 3,657.08
93	Enviro-Clean Intermo	ST343 - heater control knob +tariff & frt	\$ 41.26
94	Equifax Workforce	Unemployment Case Management	\$ 1,803.00
95	Farmers Co-op	Farmers Coop April 2026 Statement	\$ 151.90
96		Farmers Coop April 2026 Statement	\$ 247.64
97		Farmers Coop April 2026 Statement	\$ 699.72
98		Farmers Coop April 2026 Statement	\$ 1,366.55
99		Farmers Coop April 2026 Statement	\$ 326.90
100		Farmers Coop April 2026 Statement	\$ 505.09
101		Farmers Coop April 2026 Statement	\$ 505.09
102		Farmers Coop April 2026 Statement	\$ 10,810.54
103		Farmers Coop April 2026 Statement	\$ 13.87
104		Farmers Coop April 2026 Statement	\$ 2,573.88
105	Fedex Freight	Wamco quarterly wet tests	\$ 91.10
106	Floyd's Truck Center	Returned core	-\$ 1,500.00
107		ST337 - reman ECU CPC 4.01 HDEP +core chg	\$ 3,209.31
108	Galls	5.11 Tactical Men's Class B Stryke PDU Cargo Pants	\$ 187.90
109		5.11 Tactical Men's Class B Stryke PDU Cargo Pants	\$ 29.10
110	Grainger Inc	1-Metal bracket for bench grinder in station	\$ 32.13
111	Granicus LLC	Granicus_SWAGIT April Invoice	\$ 1,524.21
112		Granicus_SWAGIT May Invoice	\$ 1,524.21
113	Greenfold Services	Janitorial Services	\$ 2,100.00
114	Greensky Commercial	Monthly cleaning services - ST	\$ 1,240.00
115	Hach Company	Pipettor Tip x2, Ammonia TNT, Agar Plates	\$ 1,052.08
116		Ammonia TNT	\$ 190.78
117		Nutrient Buffer Pillows 4ml 50pck	\$ 167.42
118		Hach Partnership Agreement	\$ 3,196.00
119		Hach Partnership Agreement	\$ 4,346.00
120		Hach Partnership Agreement	\$ 4,346.00

121	Hawkins Inc	Chemical order: Azone and Soda Ash	\$ 8,594.11
122		Chemicals	\$ 8,077.35
123	Home Depot Credit	Light bulbs for Parks Maintenance	\$ 89.88
124		Pipe wrench and epoxy for Parks Grounds Maint	\$ 28.97
125		Pipe wrench and epoxy for Parks Grounds Maint	\$ 38.03
126		Lumber - ST	\$ 19.33
127		PVC fittings for Parks Grounds Maintenance	\$ 50.52
128		Fertilizer for Weed and Pest	\$ 279.88
129		Cultivator for Community Forestry	\$ 29.96
130		Screws for Parks Grounds Maintenance	\$ 19.59
131		Trash can and tarp for Parks Grounds Maint	\$ 99.47
132		128 oz. Spectracide Weed and Grass killer for PD b	\$ 13.94
133		Utility knife and blades for Parks Grounds Maint	\$ 23.91
134		Concrete for Parks Grounds Maintenance	\$ 328.80
135		Returned 000-311-293 16ozsterl	-\$ 39.98
136		Returned acid brush, various cupplings	-\$ 278.42
137		Credit TL Outlet, 4Sq Cvr SQ Box, Cirt Brk, TL Pl	-\$ 81.15
138	Ian & Grace Cannon	UB 00054220 720 PARK	\$ 12.36
139	Ian Rosenlund	UB 00662510 1784 YONKEE	\$ 5.67
140	InfoSend Inc	Infosend - bill printing/mailing/monthly svc fees	\$ 6,895.66
141		Infosend - bill printing/mailing/monthly svc fees	\$ 163.30
142	Interactive Data	Background search charges - PD	\$ 78.50
143	J&B Medical Supply	Medical Supplies Needles, Mask, BVM	\$ 223.03
144		15-Insyte Autoguard Shielded IV Catheters	\$ 6.00
145	Jace Zook	Meals Per Diem WFA Cheyenne, WY May 3-7, 2026 JZoo	\$ 306.00
146		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
147	Jackson Peterbilt	WC320 - air compressor kit +core chg	\$ 2,308.82
148	Jacob Townsend	Meals Per Diem WFA Instructor Cheyenne, WY May 12-	\$ 170.00
149	Jason Neavill	Wyoming rural conference reimbursment	\$ 158.00
150	Jason Park	Meals Per Diem WFA Cheyenne, WY May 3-7, 2026 JPa	\$ 306.00
151		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
152	John Deere Financial	Mnthly pmts JD HTC15	\$ 860.01
153		Mnthly pmts JD HTC15	\$ 33.02
154	Kilpatrick Creations	City Jacket, Polos- Mayor	\$ 164.25
155	Kimball Midwest	Marking paint - TS	\$ 243.72
156		Washers, DOT fittings, ultra-cut gel, spray paint	\$ 557.55
157	Kisling Law LLC	Muni Court Judge Fees FY26	\$ 3,250.00
158	Knife River	Sand for cart path replacement at KGC	\$ 4,834.63
159	Kois Brothers Equipm	WC fleet - proximity switches & joystick	\$ 1,769.36
160	Landon's Greenhouse	Root concentrate for Community Forestry	\$ 8.99
161	Lease Servicing Cent	Lease payments	\$ 4,020.39
162		Lease payments	\$ 1,303.94
163		Lease payments	\$ 265.82
164		Lease payments	\$ 221.06
165	Leininger Law	Prosecuting Attorney Fees FY26	\$ 5,500.00
166	Local Govt Liability	Deductible for Claim	\$ 1,000.00
167	Long Building Techno	Cooling tower repair - PD	\$ 730.00
168	Lube Refiners LLC	PD103 - LOF service	\$ 84.12
169	Madeline Kobold	UB 01121170 1938 5TH	\$ 77.84
170	MC2 Engineering	Thorne-Rider Restrtrms LWCF Grant Svcs. - thru 5/8/2	\$ 300.00
171		Blacktooth Park Ph 6 - Design/CA thru 5/8/2026	\$ 450.00
172	Mia Krone	UB 00505200 704 ILLINOIS	\$ 104.51
173	Midland Implement Co	GC fleet - hardware, bumpers, detents for Toros +fr	\$ 94.30
174		GC802 - solid round tine for aerators	\$ 668.00
175		GCL809 - tournament cut bed knives	\$ 282.24
176		GCE905 - spinner vanes	\$ 192.00
177	Modern Machinery Co	LF476 - 2-ply bell air springs (2) + frt	\$ 1,962.68
178	Montana Dakota Utilities	FY26 MDU Gas/Electric	\$ 118.03
179		FY26 MDU Gas/Electric	\$ 2,137.55
180		FY26 MDU Gas/Electric	\$ 94.78
181		FY26 MDU Gas/Electric	\$ 1,101.25
182		FY26 MDU Gas/Electric	\$ 864.92
183		FY26 MDU Gas/Electric	\$ 1,252.33
184		FY26 MDU Gas/Electric	\$ 1,060.14
185		FY26 MDU Gas/Electric	\$ 1,551.88

186		FY26 MDU Gas/Electric	\$ 315.85
187		FY26 MDU Gas/Electric	\$ 1,279.48
188		FY26 MDU Gas/Electric	\$ 14,654.43
189		FY26 MDU Gas/Electric	\$ 1,007.66
190		FY26 MDU Gas/Electric	\$ 158.44
191		FY26 MDU Gas/Electric	\$ 81.29
192		FY26 MDU Gas/Electric	\$ 14,769.84
193		FY26 MDU Gas/Electric	\$ 264.93
194		FY26 MDU Gas/Electric	\$ 22.29
195	Morrison-Maierle Inc	East Downtown - Prof. Svcs. thru 5/1/2026	\$ 51,903.38
196	Morton Salt	Chemical processing: Salt	\$ 6,613.00
197		Chemical processing: Salt	\$ 200.00
198	Moxey Schreiber	K-9 AVA Shots - PD	\$ 78.00
199	Nolan Leibee	Meals Per Diem WFA Instructor Cheyenne, WY April 2	\$ 306.00
200	Norco Inc	Lens cleaning towels	\$ 15.68
201		Cylinder rental 04/01/2026 - 04/30/2026 - SH	\$ 129.60
202		RC forklifts - propane	\$ 248.43
203	Office Shop Inc	Monthly Copy Charges	\$ 15.97
204		Copier Overage Charges	\$ 541.99
205		Copier Overage Charges	\$ 173.54
206		Copier contract 3839-01 - chg. 4/9/26 - 5/8/2	\$ 30.82
207		Copier contract 3838-01 - 4/9/26 - 5/8/26	\$ 141.54
208		Copy charges - monthly	\$ 38.84
209		Copier contract 3545-03 - chg. 4/15/26 - 5/14/26	\$ 21.29
210		Copier contract 3546-03 - chg. 4/15/26 - 5/14/26	\$ 164.35
211		Copier contract 3544-03 - chg. 4/15/26 - 5/14/26	\$ 48.83
212		Copier contract 3543-03 - chg. 4/15/26 -5/14/26	\$ 178.44
213		Copier charges - UM 3547-02	\$ 6.72
214		Copier charges - UM 3547-02	\$ 10.08
215	Office Shop Leasing	Copier Leases	\$ 60.00
216		Eq. & Lease Agreement #501 - CSC & 3rd Flr Copiers	\$ 242.76
217		Monthly Lease for Copy Machine	\$ 107.16
218		Eq. & Lease Agreement #488-1 - CH Copiers	\$ 444.92
219		Copier Leases	\$ 131.93
220	Pace Analytical Serv	Lab Services- water testing	\$ 150.00
221		Bac-T sample analysis invoicing- WY5600052	\$ 579.00
222		Bac-T sample analysis invoicing- WY5600052	\$ 647.00
223	Park Reservoir Compa	Park Reservoir Company - City Shares	\$ 544.25
224	Parker's Glass Shop	Window Installation for WWTP	\$ 12,066.44
225	Patricia Spence	UB 00075220 648 CARLIN	\$ 26.86
226	Patrick Baker	UB 00020526 1282 BROADWAY	\$ 74.15
227	Pavement Markings	Road and parking lot restriping - Parks	\$ 2,650.00
228	Petty Cash	Title & Plates Petty Cash Replenishment	\$ 25.00
229		Title & Plates Petty Cash Replenishment	\$ 222.00
230	Pitney Bowes Inc	Postage equipment lease 1/30-4/29/26	\$ 1,003.86
231	Porter Muirhead Corn	Audit Fees	\$ 10,000.00
232		Audit Fees	\$ 1,000.00
233		Audit Fees	\$ 1,000.00
234		Audit Fees	\$ 3,000.00
235	Powder River Heating	Monthly HVAC Walk Through (April)	\$ 1,300.00
236		Monthly HVAC Walk Through (May)	\$ 1,300.00
237	Powder River Power	GC fleet - belts for mowers +frt	\$ 197.15
238		LF265 - 19 ft. 3/4 hose	\$ 136.80
239	PreCise MRM LLC	GPS & stats service July 2025-July 2026 - SN	\$ 160.00
240	Prestfeldt Surveying	Admin Plat Permit Fee Reimbursement	\$ 100.00
241	Radarsign LLC	Overhaul/Refresh Radar Sign T/S	\$ 1,295.00
242	Ramkota Hotel & Conf	Hotel fee- rural water conference	\$ 303.00
243		Hotel fee- rural water conference	\$ 303.00
244		Hotel fee- rural water conference	\$ 303.00
245		Hotel fee- rural water conference	\$ 303.00
246		Lodging in Casper for WRW Spring Conference	\$ 404.00
247		Lodging in Casper for WRW Spring Conference	\$ 404.00
248		Lodging in Casper for WRW Spring Conference	\$ 808.00
249	Range	5/1-5/31/26 TeleCom Range	\$ 2,415.80
250		5/1-5/31/26 TeleCom Range	\$ 38.72

251		5/1-5/31/26 TeleCom Range	\$ 130.48
252		5/1-5/31/26 TeleCom Range	\$ 25.81
253		5/1-5/31/26 TeleCom Range	\$ 86.99
254		5/1-5/31/26 TeleCom Range	\$ 261.90
255		5/1-5/31/26 TeleCom Range	\$ 12.91
256		5/1-5/31/26 TeleCom Range	\$ 13.06
257		5/1-5/31/26 TeleCom Range	\$ 164.67
258	RDO Equipment Co	LF473 - def cap +S&H	\$ 592.81
259	Rehrig Pacific	Residential Recycle Can Lid Locks	\$ 278.28
260	Rocky Mountain Scale	Landfill Scale Calibration and Certificates	\$ 2,440.00
261	Roger Mohns	UB 00015255 1440 OMARR	\$ 75.18
262	Saltus Technologies	PD155 - Outfitting, printer/scanner	\$ 1,441.66
263	Sandra Witt	UB 00011030 11 NEBRASKA	\$ 43.54
264	Senior Citizens Coun	Monthly fuel charge	\$ 8,961.14
265	Servall Uniform & Linens	Rug cleaning - UM	\$ 80.87
266		Rug cleaning - UM	\$ 50.54
267		Rug Cleaning Bi-Weekly for Recycling Center	\$ 254.80
268		Laundry and rug cleaning - ST	\$ 204.51
269		Rug Cleaning Bi-Weekly for Landfill	\$ 173.45
270		Rug Cleaning	\$ 249.66
271		Rug Cleaning for SFR	\$ 44.82
272	Seth Larson	Meals Per Diem WFA Cheyenne, WY May 3-7, 2026 SLar	\$ 306.00
273		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
274	Shanor & Franklin	Attorney Fees Apr 26	\$ 12,307.50
275	Sher Co Pub Health	Immunizations	\$ 145.00
276	Sheridan Artists Gui	SPAC Exec and Admin Fees FY26	\$ 1,200.00
277	Sheridan Auto Parts	ST275 - Power steering pump	\$ 332.77
278		Carlyle sockets - SH	\$ 15.48
279		LF265 - Fuse holder	\$ 7.18
280		RC301 - Mount junction box kit	\$ 43.19
281		Carlyle socket & brake parts cleaner - SH	\$ 44.04
282		Carlyle socket & brake parts cleaner - SH	\$ 6.99
283		Hand cleaner - SH	\$ 83.98
284		RC301 - Electric junction block	\$ 55.79
285		Washers - SH	\$ 24.99
286		FD35 - Motor oil	\$ 18.49
287		20 Bags of Floor Dry for emergencies 5-7-2026 LG	\$ 309.80
288		Returned 8DR Deep 6PT Chrom, Carlyle	-\$ 15.48
289	Sheridan Commercial	Simple Green-Cleaner	\$ 13.77
290		Simple Green-Cleaner	\$ 13.77
291		Hanging strips - CH	\$ 25.16
292		Dish soap - crack seal - ST	\$ 11.14
293		1-GE Bulb; 1-AA Batteries; 1-7in diagcutpliers	\$ 63.92
294		2GAL Tank Sprayer - TS	\$ 27.87
295		Locate paint	\$ 10.12
296		Locate paint	\$ 6.75
297		Towels, paper, lever, locknuts	\$ 437.83
298		Ant Killer	\$ 6.63
299		Wall clock	\$ 28.77
300		Spare Gate Keys	\$ 11.38
301		Spare Gate Keys	\$ 11.38
302		batteries, pens, notepads for building div office	\$ 155.56
303		Barbed hose fitting - TS	\$ 10.78
304		20pk part respirators - TS	\$ 29.69
305	Sheridan County Cham	Ignite Conference Registration	\$ 330.00
306		May Ch Lunch- Bev, Greg	\$ 50.00
307		Chamber Luncheon - Koltiska	\$ 25.00
308		Chamber Luncheon	\$ 50.00
309	Sheridan Econ-O-Wash	Laundry Services	\$ 70.00
310		Laundry Services	\$ 60.00
311		Laundry services - SH	\$ 54.00
312		Laundry Services	\$ 48.00
313	Sheridan Media	Spring Clean Up Ads 04/21/26 & 04/28/26	\$ 224.00
314	Sheridan Memorial	Occupational Testing- Post Accident	\$ 111.00
315		2 Medical Exams-LGrooms; WDobrenz	\$ 498.00

316	Sheridan Motor Inc	TS21 - diag, R&R valve body	\$ 2,396.25
317	Sheridan Newspapers	Community Clean Up Ads 04/04/26 & 04/11/26	\$ 180.00
318		Spring Free Day Ads 04/18/26 & 04/25/26	\$ 216.00
319	Sheridan Seed	Seed for 20" repair	\$ 219.25
320	Sheridan Transportation	Safe Rides 2026 2nd Half	\$ 329.00
321	Sign Solutions USA	(2) Retention Pond Signs and (3) Landfill Coupon S	\$ 463.00
322	Simplot	Urea and Nitrogen for Weed and Pest	\$ 1,329.00
323	Six Robblee's Inc	Heavy duty tire changer - SH	\$ 12,795.00
324	SJR	PD136 - diag & repair rear camera	\$ 768.00
325		PD113 - diag, R&R cable for front camera	\$ 1,863.00
326	Smith Psychological	Pre-employment screening - PD	\$ 400.00
327		Critical Incident Debrief - PD	\$ 1,295.16
328	Stalker Radar	PD152/PD153/PD154/PD155 - outfitting, radar system	\$ 12,817.00
329	Stantec Consulting S	SS4A CSAP - Prof. Svcs. thru 4/24/2026	\$ 2,012.50
330	Sugarland Walk-In Clinic	Occupational Testing	\$ 750.00
331	Target Solutions	Guardian Tracking Renewal - PD	\$ 1,409.00
332	Taylor Galbraith	Wyoming rural conference reimbursement	\$ 158.00
333	Tiny Twigs Baby	Professional Photos - PD	\$ 350.00
334	Tire Rama	PK803 - tire repair	\$ 27.50
335		PK227 - 2-wheel alignment	\$ 104.95
336	Tires for Reclamation	Tire Disposal 05/05/26	\$ 1,513.00
337	Tomahawk Tree	Tree pruning at Kendrick Park	\$ 3,200.00
338	Top Office Products	Copy Count for April 2026 SFR Station/Admin	\$ 238.13
339	Torgerson's LLC	RC4002 - trvl/tsting time, fluid samples (wrnty wk	\$ 2,851.85
340		RC4002 - RF axle seal reseal repair	\$ 715.50
341	Toro	Irrigation software fee for KGC - 5/1/26-5/31/26	\$ 175.00
342	TranSource Truck	WC78 - elbow nipples/ps pump fittings	\$ 80.16
343		RC332 - brake switch +frt	\$ 127.27
344	Tri State Oil	Oil Disposal 05/11/26	\$ 100.00
345	Trihydro Corporation	Environmental Monitoring and Reporting -	\$ 8,090.40
346	TWS Trucking Service	Hauled Tires for Disposal 04/17/26	\$ 850.00
347		Hauled Tires for Disposal 05/05/26	\$ 850.00
348	Tyler Gay	Wyoming rural conference reimbursement	\$ 158.00
349	Tyler Technologies I	Saas content manger software 5/1/25-4/30/26	\$ 2,185.00
350		Project management, implementation & training	\$ 652.00
351	Uline Shipping Suppl	Bale Tickets	\$ 426.95
352	USABlueBook	Gas Detector	\$ 128.56
353	Van Diest Supply Com	Specticle for Weed an Pest	\$ 399.45
354		Roundup for Weed and Pest	\$ 85.50
355		Algaecide for Weed and Pest	\$ 1,771.88
356		Perm-X ULV for Weed and Pest	\$ 1,933.25
357	Verdello LLC	Public Portable Toilets Agreement	\$ 2,500.00
358	Verizon	03/18-04/17/26 TeleCom	\$ 540.54
359	Vertical Door Solutions	Adjusted Photo Eyes and Lubed Mall Doors	\$ 175.00
360	Virtual Graffiti Inc	Annual WatchGuard AuthPoint sub (6/1/26-5/31-27)	\$ 4,014.00
361	Visionary Communications	5/1-5/31/26 Internet	\$ 110.34
362		5/1-5/31/26 Internet	\$ 110.34
363	VRM Inc	LF473 - diag hyd leak, R&R drive hose & drain line	\$ 3,888.58
364		Labor to Remove and Repair Sorting Line Conveyor B	\$ 2,005.00
365	Wade Larsen	Meals Per Diem WFACheyenne, WY May 3-7, 2026 WLar	\$ 306.00
366		Meals Per Diem WFA Cheyenne, WY April 26-30, 2026	\$ 306.00
367	Wamco Lab Inc	Quarterly Wet Tests	\$ 2,050.00
368	Water Products & Sol	Monthly water dispenser rental - SH	\$ 10.00
369		(4) Bottles of Water	\$ 40.00
370		Water for Parks Grounds Maintenance	\$ 32.00
371		Water for Parks Grounds Maintenance	\$ 32.00
372	Weed Warriors	Mowing (Contractual) for Parks Department	\$ 2,435.00
373		Mowing (Contractual) for Parks Department	\$ 525.00
374		Mowing (Contractual) for Parks Department	\$ 1,150.00
375	Wex Bank	Fuel - 4/6/26 - 5/6/26	\$ 102.86
376		Fuel - 4/6/26 - 5/6/26	\$ 72.05
377		Fuel - 4/6/26 - 5/6/26	\$ 6,198.03
378		Fuel - 4/6/26 - 5/6/26	\$ 3,215.96
379		Fuel - 4/6/26 - 5/6/26	\$ 5,230.15
380		Fuel - 4/6/26 - 5/6/26	\$ 899.78

381		Fuel - 4/6/26 - 5/6/26	\$ 43.44
382		Fuel - 4/6/26 - 5/6/26	\$ 66.91
383		Fuel - 4/6/26 - 5/6/26	\$ 439.52
384		Fuel - 4/6/26 - 5/6/26	\$ 59.32
385		Fuel - 4/6/26 - 5/6/26	\$ 86.01
386		Fuel - 4/6/26 - 5/6/26	\$ 778.89
387		Fuel - 4/6/26 - 5/6/26	\$ 260.23
388		Fuel - 4/6/26 - 5/6/26	\$ 341.93
389		Fuel - 4/6/26 - 5/6/26	\$ 1,590.01
390		Fuel - 4/6/26 - 5/6/26	\$ 811.43
391		Fuel - 4/6/26 - 5/6/26	\$ 201.80
392		Fuel - 4/6/26 - 5/6/26	\$ 173.48
393		Fuel - 4/6/26 - 5/6/26	\$ 1,060.02
394		Fuel - 4/6/26 - 5/6/26	\$ 742.67
395		Fuel - 4/6/26 - 5/6/26	\$ 11,466.27
396		Fuel - 4/6/26 - 5/6/26	\$ 6,746.64
397		Fuel - 4/6/26 - 5/6/26	\$ 237.27
398		Fuel - 4/6/26 - 5/6/26	\$ 363.09
399	Willscot Mobile Mini	LRCM misc. - 44x12 mobile office rental 5/1-5/28/2	\$ 1,961.10
400		LRCM misc. - 44x10 mbl office rental 5/5/26-6/1/26	\$ 2,021.50
401	Winsupply of Sherida	hose bid	\$ 19.57
402		Northlift valve	\$ 27.49
403		Pressure gauge	\$ 116.97
404		Supplies for Marion St irrigation installation	\$ 2,068.00
405	WY Dept of Transport	BH/Brundage Int. - WYDOT Share Costs thru 5/1/2026	\$ 2,551.13
406	WY Office of the AG	April/2026 Crime Victims	\$ 685.00
407	WYO Theater Inc	SPAC Reimbursements for Parade	\$ 9,071.35
408	Wyoming Machinery	LF402 - amber indicator lamp +glchg	\$ 24.94
409		BG4001 - filters +dlchg	\$ 166.75
410		BG4001 - hardware +dlchg	\$ 84.60
411		LF401 - hardware +dlchg	\$ 58.57
412		LF402 - cutting edges & hardware, +dlchg	\$ 963.31
413		LF401 - cutting edge +dlchg	\$ 230.05
414		LF4003 - track roller, hardware +dlchg	\$ 623.17
415		LF4003 - rods & tubes, +dlchg	\$ 293.92
416		LF4003 - spacers +dlchg	\$ 45.41
417		LF4003 - rollers +dlchg	\$ 949.60
418		LF4003 - spacers, rods, tubes +dlchg & frt	\$ 720.07
419		LF4003 - rollers +dlchg	\$ 1,938.08
420		LF4003 - hardware +dlchg	\$ 109.89
421		LF4003 - bolts +dlchg	\$ 92.55
422	Wyoming Regional EMS	WERMS Ambulance Srv Mnthly	\$ 12,854.70
423	Zowada Plumbing	Metal Round to Repair Dumpsters	\$ 73.00
424		Metal Round to Repair Dumpsters	\$ 73.00
425	Zowada Recycling	Galvanized round tube steel - TS	\$ 1,224.00
Claims total			\$ 554,135.26

APPROVED:

Richard Bridger, Mayor

ATTEST:

Michaele Shapiro, Assistant City Clerk



CITY OF SHERIDAN, WYOMING

55 Grinnell Plaza, Sheridan, Wyoming 82801

Ph (307) 674-6483

Treasurer

MEMORANDUM

RE: **Claims**
From: Darla Hawkins, Treasurer
To: City Council
Date: 06/01/2026

Attachments

Claims

REFERENCE	VENDOR NAME	ORG DESC	ACCOUNT DESC	AMOUNT	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE DATE
1	A Plus Plumbers & Ap	400-Gen Govt Bldg Const/Acquis	Cap Outlay-Bldg Improvements	1,732.00	I-37921-1	Marion House - irrigation stub out & new hose bibb	05/15/2026
2	Ace & Knecht	510-VWV Treatment	Tools	33.99	13477244	Chain loop	05/14/2026
3	Alex Patterson	500-SWTP	Travel/Training	205.00	Alex Patterson	Per-Diem WRW Spring Conference: Alex Patterson	05/13/2026
4	Alex Rodriguez	500-BGWTP	Travel/Training	205.00	A. Rodriguez	Per-Diem for WRW Spring Conference: Alex Rodriguez	05/13/2026
5	All Valley Diesel	120-Service Center	Repairs/Maint-EquipMachVehArt	350.00	7084	ST337 - towed from Thorne Rider Park to City shop	04/29/2026
6	AlphaGraphics of Wyo	100-Planning/Zoning	Printing	49.00	28861	Business cards - K. Schroeder, Planning Dept.	05/16/2026
7	Amazon Capital Servi	520-Solid Waste Administration	Office Supplies	7.33	11JG-N9CW-4WG3	ITEM: Sharpie Retractable Highlighters, Chisel Ti	05/14/2026
8	Amazon Capital Servi	520-Sanitation	Office Supplies	68.59	11JG-N9CW-4WG3	ITEM: Sharpie Retractable Highlighters, Chisel Ti	05/14/2026
9	Amazon Capital Servi	520-Recycling	Office Supplies	68.60	11JG-N9CW-4WG3	ITEM: Sharpie Retractable Highlighters, Chisel Ti	05/14/2026
10	Amazon Capital Servi	520-Landfill	Office Supplies	38.29	11JG-N9CW-4WG3	ITEM: Sharpie Retractable Highlighters, Chisel Ti	05/14/2026
11	Amazon Capital Servi	520-Landfill	Department Functional Supplies	39.92	11JG-N9CW-4WG3	ITEM: Sharpie Retractable Highlighters, Chisel Ti	05/14/2026
12	Amazon Capital Servi	520-Landfill	Uniforms/Clothing	156.03	11JX-1WC1-7YKJ	ITEM: Red Kap mens Relaxed Fit Jeans, Stonewash,	05/13/2026
13	Amazon Capital Servi	520-Landfill	Uniforms/Clothing	(94.17)	11QP-DN9K-33HT	Credit Jeans	05/21/2026
14	Amazon Capital Servi	520-Sanitation	Department Functional Supplies	35.96	16CH-RTFH-R6DD	ITEM: 17PCS Garbage Truck Cake Topper Trash Truck	05/15/2026
15	Amazon Capital Servi	100-Customer Service	Office Supplies	37.08	1HHN-R16L-7GX9	office supplies - golf/passport cards	04/26/2026
16	Amazon Capital Servi	500-SWTP	Department Functional Supplies	29.38	1NJH-4RHJ-7F9R	Mop Heads	05/12/2026
17	Amazon Capital Servi	500-BGWTP	Department Functional Supplies	7.64	1NJH-4RHJ-7F9R	Mop Heads	05/12/2026
18	Amazon Capital Servi	100-Police Administration	Department Functional Supplies	(125.98)	1QK7-7L7V-F1XK	Credit Wet Erase Black Board	05/20/2026
19	Amazon Capital Servi	100-Police Administration	Department Functional Supplies	193.20	1R4W-6TT6-1NXX	ITEM: Scott ComfortPlus Toilet Paper, 12 Triple R	05/18/2026
20	Amazon Capital Servi	100-Police Administration	Shipping/Freight	39.06	1R4W-6TT6-1NXX	ITEM: Scott ComfortPlus Toilet Paper, 12 Triple R	05/18/2026
21	Amazon Capital Servi	520-Landfill	Office Supplies	13.18	1WNK-TF1F-R9FN	ITEM: Pendaflex® Hanging File Folder Plastic Tabs	05/15/2026
22	Amazon Capital Servi	100-Clerk	Office Supplies	(8.99)	CR19XY-PCRN-94GX	Return Thermal label holder	05/14/2026
23	Amazon Capital Servi	100-Clerk	Office Supplies	(8.99)	CR1NF9-M4V6-CH1J	Return Thermal label holder	05/14/2026
24	Anypromo.com	110-Police Administration	Department Functional Supplies	656.85	CV60533536	puzzles for give aways - PD	05/06/2026
25	AutoZone Stores LLC	120-Service Center	Department Functional Supplies	36.09	06406209272	BD274 - battery cable	05/08/2026
26	Bear's Paw Embroider	520-Sanitation	Uniforms/Clothing	75.00	1127	Uniform Embroidery for Ben R., Scott S., Hank L.,	05/18/2026
27	Bear's Paw Embroider	520-Recycling	Uniforms/Clothing	75.00	1127	Uniform Embroidery for Ben R., Scott S., Hank L.,	05/18/2026
28	Bear's Paw Embroider	520-Landfill	Uniforms/Clothing	10.00	1127	Uniform Embroidery for Ben R., Scott S., Hank L.,	05/18/2026
29	Big Horn Sanitation	520-Landfill	Contractual-Other	253.00	58282	Port-A-Potty Monthly Rental	04/30/2026
30	Bighorn Design Studi	100-Treasurer	Uniforms/Clothing	317.00	35051	City of Sheridan Shirts	04/09/2026
31	Bighorn Design Studi	100-Signs	Uniforms/Clothing	330.35	35083	Button up shirts, pocket t-shirts, long sleeve shi	04/21/2026
32	BigHorn Electric LLC	100-Police Administration	Cap Outlay-Equip/MachVehicles	8,238.49	3654	UPS Replacement Installation - PD	05/13/2026
33	Bomber Mountain	120-Street Construction/Maint	Contractual-Professional	3,330.98	7169	Field service repairs on Hot Plant, steel, nuts, s	05/07/2026
34	Brian's Boot & Shoe	520-Landfill	Uniforms/Clothing	143.95	176974	Boots for Hunter Z.	05/19/2026
35	Camden McArthur	110-Fire Administration	Travel/Training	306.00	05142026-McArthur	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 CM	05/18/2026
36	Camden McArthur	110-Fire Administration	Travel/Training	238.00	5202026McArthur	Meals Per Diem WFA Cheyenne May 17-20, 2026 CMcArt	05/26/2026
37	Carquest Auto Parts	120-Service Center	Department Functional Supplies	11.90	1972-623706	ST491 - 30W Oil	05/04/2026
38	Carquest Auto Parts	120-Service Center	Department Functional Supplies	4.00	1972-623717	ST491 - Oil filter	05/04/2026
39	Carquest Auto Parts	120-Service Center	Department Functional Supplies	12.25	1972-623743	FD32 - Fuel filter	05/05/2026
40	Carquest Auto Parts	120-Service Center	Department Functional Supplies	6.68	1972-623783	FD32 - Oil filter	05/05/2026
41	Carquest Auto Parts	520-Recycling	Department Functional Supplies	99.20	1972-623791	RC701 - Air filter, oil spin-on filter, oil filter	05/05/2026
42	Carquest Auto Parts	120-Service Center	Department Functional Supplies	286.41	1972-623808	FD32 - Crankcase filter, air dryer cartridge, oil	05/06/2026
43	Carquest Auto Parts	100-Street Construction/Maint	Department Functional Supplies	18.24	1972-623826	Heat sheath sleeving 3/8 - Hot Plant - ST	05/06/2026
44	Carquest Auto Parts	120-Service Center	Department Functional Supplies	13.93	1972-623977	BD274 - Oil filter & air filter	05/08/2026
45	Carquest Auto Parts	520-Sanitation	Department Functional Supplies	39.96	1972-623987	WC78 - Wiper blades 22", wiper blades 24"	05/08/2026
46	Carquest Auto Parts	120-Service Center	Department Functional Supplies	4.00	1972-624004	FD104 - Oil filter	05/08/2026
47	Carquest Auto Parts	540-Golf Course Admin/Super	Department Functional Supplies	50.71	1972-624032	GC486 - Hydraulic filter & air filter	05/08/2026
48	Carquest Auto Parts	520-Sanitation	Department Functional Supplies	99.20	1972-624033	WC701 - Air filter, oil spin-on filter, oil filter	05/08/2026
49	Carquest Auto Parts	120-Service Center	Department Functional Supplies	11.01	1972-624283	ST201 - Cabin air filter	05/13/2026
50	Carquest Auto Parts	120-Service Center	Department Functional Supplies	29.42	1972-624300	ST201 - Oil filter, air filter, cabin air filter	05/13/2026
51	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	4.15	1972-624527	UM - Oil filter & fuel filter	05/18/2026
52	Carquest Auto Parts	510-VWV Collection	Department Functional Supplies	2.77	1972-624527	UM - Oil filter & fuel filter	05/18/2026
53	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	3.13	1972-624538	UM - Battery terminal	05/18/2026
54	Carquest Auto Parts	510-VWV Collection	Department Functional Supplies	2.08	1972-624538	UM - Battery terminal	05/18/2026
55	Carquest Auto Parts	120-Service Center	Department Functional Supplies	6.68	1972-624676	FD34 - Oil filter	05/20/2026
56	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	24.07	1972-624677	UM303 - Oil spin-on filter & oil filters	05/20/2026

57	Carquest Auto Parts	510-WW Collection	Department Functional Supplies	16.05	1972-624677	UM303 - Oil spin-on filter & oil filters	05/20/2026
58	Carquest Auto Parts	520-Sanitation	Department Functional Supplies	19.98	1972-624678	WC701 - Wiper blades	05/20/2026
59	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	7.03	1972-624682	UM273 - Air filter	05/20/2026
60	Carquest Auto Parts	510-WW Collection	Department Functional Supplies	4.68	1972-624682	UM273 - Air filter	05/20/2026
61	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	92.99	1972-624703	UM273 - Brake pads & brake rotors	05/20/2026
62	Carquest Auto Parts	510-WW Collection	Department Functional Supplies	62.00	1972-624703	UM273 - Brake pads & brake rotors	05/20/2026
63	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	200.39	1972-624712	UM273 - Alternator	05/20/2026
64	Carquest Auto Parts	510-WW Collection	Department Functional Supplies	133.60	1972-624712	UM273 - Alternator	05/20/2026
65	Carquest Auto Parts	520-Recycling	Department Functional Supplies	91.02	1972-624831	RC363 - Oil filter & air filter	05/22/2026
66	Carquest Auto Parts	500-Water Distribution	Department Functional Supplies	(13.20)	CR1972-624531	Core return	05/18/2026
67	Carquest Auto Parts	510-WW Collection	Department Functional Supplies	(8.80)	CR1972-624531	Core return	05/18/2026
68	CDG Engineers Inc	400-Bridge/Viaduct/Grade Align	Cap Outlay-Infrastructure	5,329.25	0000031695	Brdg Assess - Val Vista Prof. Svc. 4/1/26 - 4/30/2	05/15/2026
69	CED- Consolidated El	500-Water Distribution	Department Functional Supplies	80.00	8080-1100468	wire butt splice	04/07/2026
70	CenturyLink	100-Other General Govt Costs	Telecom Services	73.72	052226-CenturyLink	5/7-9/9/26 TeleCom CenturyLink	05/07/2026
71	Chemtrade Chemicals	500-BGWTP	Chemicals	10,197.00	90394480	Alum Sulfate-Chemical	05/11/2026
72	Chris Frank	500-Water Distribution	Licenses/Certs-Employees	45.00	Frank CDL Licence	CDL license	05/26/2026
73	Chris Frank	500-Water Distribution	Licenses/Certs-Employees	87.04	Frank CDL Test	CDL skills test	05/26/2026
74	Cincinnati Insurance	100-Other General Govt Costs	Insurance-Property	1,756.04	05212026	Yearly Liability Ins for Verdello Parking Lot	05/26/2026
75	Collection Professio	100-Customer Service	Contractual-Professional	173.58	1885 4.1.26-4.30-26	Collection Fees	05/15/2026
76	Collection Professio	100-Customer Service	Contractual-Professional	18.93	2527 4.1.26-4.30.26	Collection Fees	05/15/2026
77	Column Software	100-Clerk	Advertising	544.86	9626F791-0232	Press Publishing Fees FY26	05/05/2026
78	Column Software	400-Street Construction/Maint	Contractual-Other	161.29	9626F791-0234	LPO 41524 - RFP Ad for Pvmt Cnd/ROW Assets	05/20/2026
79	Column Software	100-Planning/Zoning	Advertising	62.12	9626F791-0235	LPO 41525 - PC Not for Westhaven & Riverstone	05/26/2026
80	Column Software	100-Planning/Zoning	Advertising	62.12	9626F791-0236	LPO 41526 - CC Not for Westhaven & Riverstone	05/26/2026
81	Connor Tracy	110-Fire Administration	Travel/Training	306.00	05142026-Tracy	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 CT	05/18/2026
82	Connor Tracy	110-Fire Administration	Travel/Training	238.00	5202026Tracy	Meals Per Diem WFA Cheyenne May 17-20, 2026 CTracy	05/26/2026
83	CRIMSON FIRE PROTECT	510-WW Treatment	Contractual-Other	329.00	4713	Fire Extinguisher test for WWTP	05/20/2026
84	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	904.00	4719	Annual Fire Extinguisher Inspection - PD	05/20/2026
85	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	248.00	4720	Fire Ext. Maint. & Inspections - Cemetery	05/20/2026
86	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	1,252.00	4721	Fire Ext. Maint. & Inspections - Fire Dept.	05/20/2026
87	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	327.00	4722	Fire Ext. Maint. & Inspections - City Hall	05/20/2026
88	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	287.00	4727	Fire Ext. Maint. & Inspections - Kendrick Park	05/20/2026
89	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	83.00	4730	Fire Ext. Maint. & Inspections - Parks Bldg.	05/26/2026
90	CRIMSON FIRE PROTECT	100-Other General Govt Costs	Contractual-Other	395.00	4732	Fire Ext. Maint. & Inspections - City Svc Center	05/20/2026
91	Dana Kepner Co	500-SAWS	Department Functional Supplies	8,122.78	Y788223	20" hymax coupling	05/19/2026
92	David Dewey	500-BGWTP	Travel/Training	205.00	D.Dewey	Per-Diem for WRW Spring Conference	05/13/2026
93	Dick Anderson Constr	400-Pool Fac Const Acq/Maint	Cap Outlay-Land/Site Imprvmnts	24,618.68	Pay App #20	Kendrick Pool Const. - Pay App #20	05/19/2026
94	Elliott Equipment	520-Recycling	Department Functional Supplies	420.06	193742	RC301 - tarp mesh +S&H	05/21/2026
95	Employ LLC	520-Recycling	Contractual-Temp Services	3,268.58	17790	Temp Labor - Recycling	05/13/2026
96	Employ LLC	520-Recycling	Contractual-Temp Services	3,045.84	17804	Temp Labor - Recycling	05/22/2026
97	Employers Council	100-Human Resources	Contractual-Professional	583.00	0000593045	Background Screenings	04/30/2026
98	Energy Laboratories	500-SWTP	Contractual-Other	291.00	785514	TOC sample analysis invoicing-WY5600052	05/19/2026
99	FALCON CONSTRUCTION	500-Water Fund	Utility Deposits	600.00	34738	UB 50000240 0 HYDRANT METER	05/20/2026
100	Fastenal Company	120-Street Construction/Maint	Department Functional Supplies	306.51	WYSHE166083	Gloves, safety glasses, vests, sunscreen - ST	05/18/2026
101	Ferguson Roofing LLC	400-Other General Govt Costs	Repairs/Maint-Buildings	80,207.19	INV0326	4/7, 27/42, 30/45, 31/46, 51/83 - roof replacement	05/15/2026
102	First Federal Bank	120-Information Technology	Software & Website Fees	18.10	AtlassianApril2026	Atlassian Jira Project Management 07/01/2025-06/3	04/08/2026
103	First Federal Bank	100-Police Administration	Postage	69.99	BenavidezApril2026	Lodging, registration, membership, postage, etc-PD	05/01/2026
104	First Federal Bank	100-Police Administration	Travel/Training	654.39	BenavidezApril2026	Lodging, registration, membership, postage, etc-PD	05/01/2026
105	First Federal Bank	100-Police Administration	Memberships	85.00	BenavidezApril2026	Lodging, registration, membership, postage, etc-PD	05/01/2026
106	First Federal Bank	100-Police Administration	Food	42.96	BenavidezApril2026	Lodging, registration, membership, postage, etc-PD	05/01/2026
107	First Federal Bank	100-Communication Services/911	Travel/Training	624.39	BenavidezApril2026	Lodging, registration, membership, postage, etc-PD	05/01/2026
108	First Federal Bank	100-Fire Administration	Department Functional Supplies	37.00	BomarApril2026	BLS Provider Skills Check Class 3/26/2026 KJ 2 stu	04/29/2026
109	First Federal Bank	100-Mayor/Council	Food	48.12	BridgerApril2026	Work lunch- Mayor/Steve/Terry	04/30/2026
110	First Federal Bank	120-Street Construction/Maint	Department Functional Supplies	2,003.38	BryantApril2026	275 Gal Totes, spoons, forks, sticky notes, plates	04/30/2026
111	First Federal Bank	100-Treasurer	Software & Website Fees	480.00	ChatGFOAApril2026	ChatGPT year subscription, GFOA membership	05/01/2026
112	First Federal Bank	100-Treasurer	Memberships	500.00	ChatGFOAApril2026	ChatGPT year subscription, GFOA membership	05/01/2026
113	First Federal Bank	100-Engineer	Software & Website Fees	20.00	CzaplinskiApril2026	Gaggle subscription, APWA Membership	04/29/2026

114	First Federal Bank	120-Engineer	Memberships	262.00	CzaplinskiApril2026	Gaggle subscription, APWA Membership	04/29/2026
115	First Federal Bank	100-Human Resources	Travel/Training	348.43	DokeApril2026	Travel Reimbursement & SHRM Luncheon	04/30/2026
116	First Federal Bank	100-Court	Travel/Training	990.00	FosterApril2026	AFoster April 2026 CC	05/01/2026
117	First Federal Bank	100-Clerk	Copier Supplies	400.67	FosterApril2026	AFoster April 2026 CC	05/01/2026
118	First Federal Bank	100-Clerk	Software & Website Fees	20.00	FosterApril2026	AFoster April 2026 CC	05/01/2026
119	First Federal Bank	100-Clerk	Department Functional Supplies	827.00	FosterApril2026	AFoster April 2026 CC	05/01/2026
120	First Federal Bank	100-Clerk	Travel/Training	280.00	FosterApril2026	AFoster April 2026 CC	05/01/2026
121	First Federal Bank	500-Water Distribution	Food	149.03	FranklinApril2026	sanitizer, food leak repair	05/01/2026
122	First Federal Bank	510-Wastewater Administration	Department Functional Supplies	39.52	FranklinApril2026	sanitizer, food leak repair	05/01/2026
123	First Federal Bank	110-Fire Administration	Travel/Training	110.00	FriedApril2026	1 Night Lodging GHarnish-Riverton 4/10/26	04/29/2026
124	First Federal Bank	100-Fire Administration	Travel/Training	562.26	HarnishApril2026	3-Nights lodging Oklahoma City, Ok 3/31-4/2/2026 G	04/29/2026
125	First Federal Bank	110-Fire Administration	Travel/Training	1,002.29	HarnishApril2026	3-Nights lodging Oklahoma City, Ok 3/31-4/2/2026 G	04/29/2026
126	First Federal Bank	100-Signs	Travel/Training	1,341.00	HaufApril2026	Battery, hotel charges for IMSA Signals/Markings T	04/29/2026
127	First Federal Bank	120-Signs	Department Functional Supplies	234.99	HaufApril2026	Battery, hotel charges for IMSA Signals/Markings T	04/29/2026
128	First Federal Bank	100-Treasurer	Travel/Training	373.11	HawkinsApril2026	Tyler Connect Hotel	10/09/2025
129	First Federal Bank	100-Building Inspections	Travel/Training	252.00	JKoltiskaApril2026	IAEI conference and cert renewal	04/29/2026
130	First Federal Bank	100-Building Inspections	Memberships	150.00	JKoltiskaApril2026	IAEI conference and cert renewal	04/29/2026
131	First Federal Bank	100-Building Inspections	Licenses/Certs-Employees	255.00	JKoltiskaApril2026	IAEI conference and cert renewal	04/29/2026
132	First Federal Bank	100-Fire Administration	Department Functional Supplies	32.82	JohnsonApril2026	Lancets and alcohol pads for glucometer SFR KJ	05/01/2026
133	First Federal Bank	100-Medical Services	Department Functional Supplies	518.71	JohnsonApril2026	Lancets and alcohol pads for glucometer SFR KJ	05/01/2026
134	First Federal Bank	100-Fire Administration	Travel/Training	181.83	JohnstonApril2026	2-Nights Lodging NLeibee WFA Instructor Cheyenne	05/01/2026
135	First Federal Bank	110-Fire Administration	Travel/Training	450.87	JohnstonApril2026	2-Nights Lodging NLeibee WFA Instructor Cheyenne	05/01/2026
136	First Federal Bank	100-Human Resources	Travel/Training	10.00	LeahyApril2026	Job Advertising, SHRMLuncheon	04/30/2026
137	First Federal Bank	100-Human Resources	Advertising	197.55	LeahyApril2026	Job Advertising, SHRMLuncheon	04/30/2026
138	First Federal Bank	100-Information Technology	Technology Equipment	807.69	ManryApril2026	Glenn Manry April CC Statement	04/30/2026
139	First Federal Bank	100-Information Technology	Department Functional Supplies	1,210.21	ManryApril2026	Glenn Manry April CC Statement	04/30/2026
140	First Federal Bank	100-City Administrator	Memberships	988.00	McraeApril2026	ICMA mbr- Stu 6/30/26-6/30/27	04/30/2026
141	First Federal Bank	120-Information Technology	Software & Website Fees	147.00	MicrosoftApril2026	Microsoft PowerBI Sub. 07/01/2025-06/30/2026	04/14/2026
142	First Federal Bank	100-Forestry/Nursery	Memberships	187.00	MorganApril2026	Telecom, Software, Cert, Membership	05/01/2026
143	First Federal Bank	100-Forestry/Nursery	Licenses/Certs-Employees	95.00	MorganApril2026	Telecom, Software, Cert, Membership	05/01/2026
144	First Federal Bank	530-Weed/Pest Administration	Telecom Services	157.32	MorganApril2026	Telecom, Software, Cert, Membership	05/01/2026
145	First Federal Bank	540-Golf Course Admin/Super	Software & Website Fees	5,406.00	MorganApril2026	Telecom, Software, Cert, Membership	05/01/2026
146	First Federal Bank	500-Water Distribution	Software & Website Fees	130.00	NeavillApril2026	starlink internet	04/30/2026
147	First Federal Bank	100-Fire Administration	Travel/Training	299.50	NeesonApril2026	Electrical Cable Part for Brush 1	04/29/2026
148	First Federal Bank	100-Fire Administration	Repairs/Maint-EquipMachVehArt	62.03	NeesonApril2026	Electrical Cable Part for Brush 1	04/29/2026
149	First Federal Bank	100-Service Center	Travel/Training	476.00	PierceApril2026	Hotel charges for R Ridgway - Electrical/CANBUS tr	05/01/2026
150	First Federal Bank	100-Mayor/Council	Food	74.52	RizzottoApril2026	Coffee/D'nuts Joint Mtg, water, Rev AI mtg tool	04/30/2026
151	First Federal Bank	100-City Administrator	Office Supplies	18.92	RizzottoApril2026	Coffee/D'nuts Joint Mtg, water, Rev AI mtg tool	04/30/2026
152	First Federal Bank	100-City Administrator	Software & Website Fees	14.99	RizzottoApril2026	Coffee/D'nuts Joint Mtg, water, Rev AI mtg tool	04/30/2026
153	First Federal Bank	500-Water Utility Admin	Software & Website Fees	103.19	RobertsApril2026	D. Roberts CC statement April	05/01/2026
154	First Federal Bank	500-Water Utility Admin	Travel/Training	630.00	RobertsApril2026	D. Roberts CC statement April	05/01/2026
155	First Federal Bank	500-Water Utility Admin	Telecom Services	99.00	RobertsApril2026	D. Roberts CC statement April	05/01/2026
156	First Federal Bank	510-Wastewater Administration	Software & Website Fees	68.79	RobertsApril2026	D. Roberts CC statement April	05/01/2026
157	First Federal Bank	510-Wastewater Administration	Travel/Training	420.00	RobertsApril2026	D. Roberts CC statement April	05/01/2026
158	First Federal Bank	510-Wastewater Administration	Telecom Services	66.00	RobertsApril2026	D. Roberts CC statement April	05/01/2026
159	First Federal Bank	500-SWTP	Department Functional Supplies	17.09	TrangmoeApril2026	Polyp thread Adapters	04/01/2026
160	First Federal Bank	520-Solid Waste Administration	Printing	231.51	WeiherApril2026	April 2026 - Fuel Tank and Toolbox for LF265, Shir	04/30/2026
161	First Federal Bank	520-Sanitation	Uniforms/Clothing	59.72	WeiherApril2026	April 2026 - Fuel Tank and Toolbox for LF265, Shir	04/30/2026
162	First Federal Bank	520-Recycling	Uniforms/Clothing	59.72	WeiherApril2026	April 2026 - Fuel Tank and Toolbox for LF265, Shir	04/30/2026
163	First Federal Bank	520-Landfill	Uniforms/Clothing	59.72	WeiherApril2026	April 2026 - Fuel Tank and Toolbox for LF265, Shir	04/30/2026
164	First Federal Bank	520-Landfill	Equip/Mach/Furniture-Non-cap	1,182.47	WeiherApril2026	April 2026 - Fuel Tank and Toolbox for LF265, Shir	04/30/2026
165	Floyd's Truck Center	120-Service Center	Department Functional Supplies	57.40	X301098030:01	ST337 - temp sensor +frt	05/07/2026
166	Floyd's Truck Center	120-Service Center	Department Functional Supplies	242.74	X301098217:01	ST329 - assy, oil fill, alli 3K, isc (2)	05/12/2026
167	Floyd's Truck Center	120-Service Center	Department Functional Supplies	160.64	X301098247:01	ST337 - accelerator pedal	05/12/2026
168	Fort Collins Nursery	400-Park Areas	Cap Outlay-Land/Site Imprvmnts	14,220.00	190320	Blacktooth Park Ph 6 misc - trees	05/12/2026
169	Fort Collins Nursery	400-Park Areas	Cap Outlay-Land/Site Imprvmnts	1,650.00	190898	Blacktooth Park Ph 6 misc - freight for trees	05/12/2026
170	Fremont Motor Sherid	120-Service Center	Department Functional Supplies	700.80	211921	PK228 - fuel/brake line assembly	05/22/2026

171	Galls	100-Police Administration	Uniforms/Clothing	100.00	035061240	Uniform pants - PD	05/15/2026
172	Galls	100-Police Administration	Shipping/Freight	8.50	035061240	Uniform pants - PD	05/15/2026
173	Gillette Steel	120-Service Center	Tools	1,145.00	180177	Aluminum plate w/ funnel, drain, lid, expanded met	05/15/2026
174	Gillette Steel	120-Service Center	Tools	1,145.00	18077	Shop oil containment material - alum plates, metal	05/15/2026
175	Grainger Inc	500-Source of Supply	Petroleum Products	496.50	9911487586	Multipurpose grease and lube	05/11/2026
176	Grainger Inc	500-BGWTP	Department Functional Supplies	98.85	9912249720	Miniature Bayonet bulbs for filter indicator light	05/12/2026
177	Grainger Inc	100-Service Center	Department Functional Supplies	19.85	9916438766	Valve - Pressure Washer - SH	05/14/2026
178	Grainger Inc	100-Service Center	Department Functional Supplies	236.27	9916438774	Car wash - Wash Bay - SH	05/14/2026
179	Grainger Inc	120-Service Center	Department Functional Supplies	253.37	9917076532	FDT1 - hydraulic oil	05/14/2026
180	Grainger Inc	500-Water Distribution	Department Functional Supplies	20.04	9920131456	UM301 - reservoir filler	05/18/2026
181	Grainger Inc	510-WW Collection	Department Functional Supplies	13.36	9920131456	UM301 - reservoir filler	05/18/2026
182	Greenfold Services	120-Police Administration	Contractual-Other	2,100.00	150	Janitorial Services	05/25/2026
183	Hach Company	500-SWTP	Department Functional Supplies	253.36	15002128	Reagent sets, Chlorine Free CL17	05/13/2026
184	Hach Company	500-BGWTP	Department Functional Supplies	253.38	15002128	Reagent sets, Chlorine Free CL17	05/13/2026
185	Heather Honken	100-Treasurer	Travel/Training	364.45	HonkenTylerConn2026	Per Diem and Transportation Reimbursement Tyler Co	05/15/2026
186	Home Depot Credit Se	100-Police Administration	Department Functional Supplies	22.55	4614312	valve box, nipple and 4" cap for sprinklers - PD	05/12/2026
187	Home Depot Credit Se	100-Service Center	Department Functional Supplies	81.15	6004 00001 42422	Circuit breaker, switch box/cover, plug, outlet -S	05/05/2026
188	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	24.97	6004 00001 43628	Tube cutter - ST	05/07/2026
189	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	29.12	6004 00001 44055	Self closing pipe clamps - ST	05/07/2026
190	Home Depot Credit Se	100-Signs	Repairs/Maint-EquipMachVehArt	16.91	6004 00001 52488	Rope - TS	05/20/2026
191	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	76.87	6004 00002 45092	Ball valve, outdoor faucet, copper pipe, tube stra	05/08/2026
192	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	262.66	6004 00007 25432	Brushes, abrasive cloth, coupling, fittings, ancho	05/05/2026
193	Home Depot Credit Se	100-Signs	Repairs/Maint-EquipMachVehArt	15.95	6004 00007 46628	Rope - TS	05/20/2026
194	Home Depot Credit Se	100-Service Center	Department Functional Supplies	76.56	6004 00008 93354	Outlet, switch box/cover, circuit breaker, plug -S	05/06/2026
195	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	278.42	6004 00062 85100	Fittings, coupling, abrasive cloth, brushes, valve	05/05/2026
196	Home Depot Credit Se	520-Landfill	Tools	498.00	7010815	Impact Wrench and Batteries for HHW	05/19/2026
197	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	52.96	7023126	Extension cord - ST	05/19/2026
198	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	49.96	7071865	Extension cord - ST	05/19/2026
199	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	79.98	7110298	Spray gun - ST	05/19/2026
200	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	433.88	8010804	Hoses, drip tubing, tubing, faucet, PSI regulator,	05/18/2026
201	Home Depot Credit Se	120-Street Construction/Maint	Department Functional Supplies	(52.96)	CR6004 00007 45380	Returned 25' cord	05/19/2026
202	Home Depot Credit Se	100-Signs	Repairs/Maint-EquipMachVehArt	(16.91)	CR6004 00007 46602	Return nylon poly	05/20/2026
203	Interstate Engineeri	400-Pool Fac Const Acq/Maint	Cap Outlay-Land/Site Imprvmnts	10,193.80	61671	Kendrick Park Pool - CA thru 5/16/2026	05/19/2026
204	Jace Zook	110-Fire Administration	Travel/Training	306.00	05142026-Zook	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 JZ	05/18/2026
205	Jace Zook	110-Fire Administration	Travel/Training	238.00	5202026Zook	Meals Per Diem WFA Cheyenne May 17-20, 2026 JZook	05/26/2026
206	Jackson Peterbilt	520-Sanitation	Department Functional Supplies	400.73	10612GL	WC703 - upper radiator hose +frt	05/21/2026
207	Jackson Peterbilt	120-Service Center	Department Functional Supplies	199.11	37979CA	ST337 - temperature sensor	05/15/2026
208	Jackson Peterbilt	120-Service Center	Department Functional Supplies	30.41	37982CA	ST337 - freight chg for temperature sensor	05/15/2026
209	Jason Park	110-Fire Administration	Travel/Training	306.00	05142026-Park	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 JP	05/18/2026
210	Jason Park	110-Fire Administration	Travel/Training	238.00	5202026Park	Meals Per Diem WFA Cheyenne May 17-20, 2026 JPark	05/26/2026
211	JB Storage Container	400-Landfill	Cap Outlay-Land/Site Imprvmnts	195.00	135426	LRCM misc. - 40' container rental May 2026	06/01/2026
212	Jeremy Attebury	500-Source of Supply	Travel/Training	158.00	J. Attebury	Per-Diem WRW Spring Conference: Jeremy Attebury	05/13/2026
213	Jerrold Trangmoe	500-SWTP	Travel/Training	87.50	J.Trangmoe UAG	Exam Fee: Unmanned Aircraft General-Small	05/20/2026
214	Jerrold Trangmoe	500-BGWTP	Travel/Training	87.50	J.Trangmoe UAG	Exam Fee: Unmanned Aircraft General-Small	05/20/2026
215	John Deere Financial	100-Forestry/Nursery	Repairs/Maint-EquipMachVehArt	348.38	13646937	Saw repairs for Community Forestry	04/16/2026
216	John Deere Financial	540-Golf Course Admin/Super	Repairs/Maint-EquipMachVehArt	85.70	13647625	Trimmer repair for KGC	04/16/2026
217	John Deere Financial	100-Parks Supervision	Repairs/Maint-EquipMachVehArt	197.71	13662806	Line trimmer repair for Parks Grounds Maint	04/24/2026
218	John Deere Financial	100-Parks Supervision	Repairs/Maint-EquipMachVehArt	103.43	13662941	Blower repair for Parks Grounds Maint	04/24/2026
219	John Deere Financial	120-Service Center	Department Functional Supplies	361.72	13672884	ST441 - reman starter motor	04/30/2026
220	John Deere Financial	530-Weed/Pest Administration	Repairs/Maint-EquipMachVehArt	414.80	13681116	Blower repair for Weed an Pest	05/06/2026
221	John Deere Financial	100-Street Construction/Maint	Bank/CC Fees	2,068.51	644G Loader Late Fee	JD 644G Loader Late Fee	05/20/2026
222	John Deere Financial	500-SWTP	Tools	144.98	D97757	Transmission oil, utility knife, etc.	04/14/2026
223	John Deere Financial	500-SWTP	Department Functional Supplies	35.98	D97757	Transmission oil, utility knife, etc.	04/14/2026
224	John Deere Financial	500-SWTP	Department Functional Supplies	53.98	D97757	Transmission oil, utility knife, etc.	04/14/2026
225	John Deere Financial	100-Parks Supervision	Tools	202.95	D98455	Shovels and marking wheel for Parks Grounds Maint	04/17/2026
226	John Deere Financial	520-Sanitation	Uniforms/Clothing	127.48	D98931	(5) Pair of Pants for Ron P.	04/18/2026
227	John Deere Financial	520-Recycling	Uniforms/Clothing	127.47	D98931	(5) Pair of Pants for Ron P.	04/18/2026

228	John Deere Financial	520-Sanitation	Uniforms/Clothing	104.98	D99047	Boots for Dustin B.	04/18/2026
229	John Deere Financial	520-Recycling	Uniforms/Clothing	104.97	D99047	Boots for Dustin B.	04/18/2026
230	John Deere Financial	500-Water Distribution	Department Functional Supplies	267.88	E00269	southpark fence repair- POsts, wire	04/22/2026
231	John Deere Financial	520-Landfill	Department Functional Supplies	119.99	E00719	Nozzle for Fuel Tank Island	04/23/2026
232	John Deere Financial	510-WW Collection	Department Functional Supplies	3.49	E00956	3/4" coupling	04/24/2026
233	John Deere Financial	100-Signs	Repairs/Maint-EquipMachVehArt	59.96	E00960	Battery acid - message boards - TS	04/24/2026
234	John Deere Financial	500-SWTP	Department Functional Supplies	6.99	E04649	Lawn/Work gloves	05/06/2026
235	John Deere Financial	520-Sanitation	Uniforms/Clothing	98.74	E05150	(4) Pair of Pants for Amber C.	05/07/2026
236	John Deere Financial	520-Recycling	Uniforms/Clothing	98.73	E05150	(4) Pair of Pants for Amber C.	05/07/2026
237	John Deere Financial	500-SWTP	Department Functional Supplies	122.08	E05276	Couplers and suction hose	05/08/2026
238	John Deere Financial	510-WW Treatment	Uniforms/Clothing	53.98	E05369	Rubber boots, gloves	05/08/2026
239	John Deere Financial	540-Golf Course Admin/Super	Department Functional Supplies	40.26	X07264	Carb and choke cleaner for KGC	04/16/2026
240	John Deere Financial	520-Sanitation	Uniforms/Clothing	35.96	X08436	Return and Pants for Amber C.	05/08/2026
241	Jon Snoozy	100-Police Administration	Travel/Training	572.76	Snoozy05172026	Per diem and uber rides - Police Week -PD	05/20/2026
242	KCR Enterprises LLC	120-Service Center	Uniforms/Clothing	184.95	2612	Pull on composite steel toe boots - R Ridgway - SH	05/20/2026
243	Kilpatrick Creations	100-Fire Administration	Uniforms/Clothing	330.50	201797	6-Tshirts GJohnston; 5-Tshirts/1-Pullover NLeibee	05/19/2026
244	Kois Brothers Equipm	500-Water Distribution	Department Functional Supplies	306.25	138417	UM301 - vac sensor & hyd tank cap +frt	05/12/2026
245	Kois Brothers Equipm	510-WW Collection	Department Functional Supplies	204.16	138417	UM301 - vac sensor & hyd tank cap +frt	05/12/2026
246	Kois Brothers Equipm	500-Water Distribution	Department Functional Supplies	171.10	601558	UM301 - coupler & pipe ext +frt	05/13/2026
247	Kois Brothers Equipm	510-WW Collection	Department Functional Supplies	114.06	601558	UM301 - coupler & pipe ext +frt	05/13/2026
248	Lapriedrarosetta LLC	100-Court	Contractual-Professional	217.40	26-0038	Court Interpretation Services FY26	04/19/2026
249	LN Curtis & Sons	110-Fire Administration	Repairs/Maint-EquipMachVehArt	245.00	INV1069096	Repair gated wye on Ladder 1 equipment	05/14/2026
250	Lockwood Precast	400-Pool Fac Const Acq/Maint	Cap Outlay-Land/Site Imprvmnts	1,760.00	0001505	Kendrick Park Pool misc. - parking blcks/rebar pin	05/12/2026
251	Long Building Techno	120-Police Administration	Repairs/Maint-Buildings	950.00	SRVCE0028148	Cooling tower troubleshooting - PD	05/15/2026
252	Lube Refiners LLC	120-Service Center	Repairs/Maint-EquipMachVehArt	84.12	0007265000000008290	PD150 - LOF service	05/26/2026
253	Luke A Goddard	110-Fire Administration	Contractual-Professional	500.00	06012026	Medical Doctor Coverage for SFR for June 2026	05/22/2026
254	Medical Priority	100-Communication Services/911	Travel/Training	440.00	SIN439245	EMD Certification Course - PD	05/18/2026
255	Montana Dakota Utili	100-Other General Govt Costs	Gas/Electric/Propane-Buildings	1,679.31	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
256	Montana Dakota Utili	100-Fire Administration	Gas/Electric-Buildings	1,376.83	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
257	Montana Dakota Utili	100-Street Construction/Maint	Gas/Electric-Buildings	262.33	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
258	Montana Dakota Utili	100-Cemetery Administration	Gas/Electric-Buildings	246.63	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
259	Montana Dakota Utili	100-Parks Supervision	Gas/Electric-Buildings	660.34	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
260	Montana Dakota Utili	110-Street Construction/Maint	Electric-Other	1,263.44	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
261	Montana Dakota Utili	500-Water Distribution	Gas/Electric-Buildings	567.60	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
262	Montana Dakota Utili	500-SAWS	Gas/Electric-Buildings	1,308.66	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
263	Montana Dakota Utili	510-WW Collection	Gas/Electric-Buildings	50.74	052226-MDU	FY26 MDU Gas/Electric	05/08/2026
264	Montana Dakota Utili	100-Police Administration	Gas/Electric-Buildings	186.41	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
265	Montana Dakota Utili	100-Street Construction/Maint	Gas/Electric-Buildings	967.23	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
266	Montana Dakota Utili	100-Parks Supervision	Gas/Electric-Buildings	887.37	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
267	Montana Dakota Utili	100-Service Center	Gas/Electric-Buildings	980.61	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
268	Montana Dakota Utili	110-Street Construction/Maint	Electric-Other	217.58	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
269	Montana Dakota Utili	500-Source of Supply	Gas/Electric-Buildings	875.59	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
270	Montana Dakota Utili	500-Water Distribution	Gas/Electric-Buildings	904.42	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
271	Montana Dakota Utili	500-SWTP	Gas/Electric-Buildings	7,715.95	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
272	Montana Dakota Utili	500-BGWTP	Gas/Electric-Buildings	2,382.22	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
273	Montana Dakota Utili	500-SAWS	Gas/Electric-Buildings	660.76	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
274	Montana Dakota Utili	510-WW Treatment	Gas/Electric-Buildings	38.78	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
275	Montana Dakota Utili	520-Sanitation	Gas/Electric-Buildings	523.29	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
276	Montana Dakota Utili	520-Recycling	Gas/Electric-Buildings	523.29	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
277	Montana Dakota Utili	540-Golf Course Admin/Super	Gas/Electric-Buildings	2,669.16	052926-MDU	FY26 MDU Gas/Electric	05/15/2026
278	Morrison-Maierle Inc	400-Highways/Streets/Roadways	Cap Outlay-Infrastructure	10,904.50	000265437	West Corridor Study - Prof. Svcs. thru 5/1/2026	05/08/2026
279	Motorola Solutions I	110-Police Administration	Repairs/Maint-EquipMachVehArt	690.00	8230569013	In-car camera system warranties - PD	05/05/2026
280	Mountain States Ligh	120-Signs	Department Functional Supplies	929.00	15557	Replacement pole stumps - TS	05/21/2026
281	Mullinax Concrete Se	500-SAWS	Department Functional Supplies	1,273.73	0260236-IN	top soil	05/04/2026
282	Mullinax Concrete Se	120-Street Construction/Maint	Department Functional Supplies	7,183.78	0260461-IN	Top soil - ST	05/15/2026
283	Mullinax Concrete Se	100-Cemetery Administration	Department Functional Supplies	(2,015.19)	CR0259068-IN	Credit Duplicate Payment	02/10/2026
284	Mullinax Concrete Se	110-Parks Supervision	Department Functional Supplies	(147.72)	CR1885	Credit Duplicate Payment	04/09/2026

285	Mullinax Irrigation	120-Street Construction/Maint	Department Functional Supplies	1,507.66	0260527-IN	Type c chips - ST	05/20/2026
286	National Testing Net	120-Police Administration	Contractual-Other	325.00	28752	Peace officer applicant testing - PD	04/30/2026
287	Norco Inc	100-Service Center	Department Functional Supplies	129.91	004664627	Acetylene cylinder & oxygen cylinder - SH	05/14/2026
288	Norco Inc	120-Street Construction/Maint	Department Functional Supplies	9.00	0046713630	Fire extinguisher inspection tags - ST	05/07/2026
289	Norco Inc	520-Sanitation	Department Functional Supplies	76.60	0046761741	Case of Paper Towels and (3) Pair of Cowhide Glove	05/13/2026
290	Norco Inc	520-Recycling	Department Functional Supplies	76.60	0046761741	Case of Paper Towels and (3) Pair of Cowhide Glove	05/13/2026
291	Normont Equipment Co	100-Street Construction/Maint	Rent/Lease-Equip/Mach/vehicles	3,500.00	100838R	Crack sealer rental 4/1/2026-4/15/2026 - ST	05/05/2026
292	Office Shop Leasing	500-Water Distribution	Rent/Lease-Equip/Mach/vehicles	34.97	9153	Copier Lease - UM 448-2	05/07/2026
293	Office Shop Leasing	510-WW Collection	Rent/Lease-Equip/Mach/vehicles	24.29	9153	Copier Lease - UM 448-2	05/07/2026
294	Otis Elevator Compan	120-Gen Govt Bldg Maintenance	Contractual-Professional	175.00	F10000273168	Logisitcs/fuel impact fee- CH elevator svc contrac	04/30/2026
295	Otis Elevator Compan	120-Police Administration	Repairs/Maint-Buildings	175.00	F10000273169	Fuel impact fee - Elevator - PD	04/30/2026
296	Pace Analytical Serv	510-WW Treatment	Contractual-Other	150.00	265402254	Lab Services- water testing	05/21/2026
297	Parker's Glass Shop	100-Gen Govt Bldg Maintenance	Repairs/Maint-Buildings	150.00	49963	City Hall door repair (Gould St. side)	05/14/2026
298	Pavement Markings	400-Pool Fac Const Acq/Maint	Cap Outlay-Land/Site Imprvmnts	950.00	1827	Kendrick Park Pool misc. - pavement markings	05/20/2026
299	Peak Consulting	120-Human Resources	Contractual-Professional	1,200.00	0880	City-Wide Training	05/15/2026
300	Peak Pest Solutions	500-BGWTP	Contractual-Other	78.75	70881	Pest service, Monthly - BGWTP	05/19/2026
301	Peak Pest Solutions	500-Source of Supply	Contractual-Other	131.25	70882	Pest service, monthly - INTAKE	05/19/2026
302	Peak Pest Solutions	500-SWTP	Contractual-Other	125.00	70908	Pest service - monthly	05/20/2026
303	Powder River Power C	120-Service Center	Tools	7.00	2207	Pressure washer fitting & brass fitting - SH	05/08/2026
304	Powder River Power C	120-Street Construction/Maint	Department Functional Supplies	31.10	2222	V-belts - Hot Plant - ST	05/11/2026
305	Powder River Power C	120-Street Construction/Maint	Department Functional Supplies	35.04	2313	Brass fire adapter - Wash Bay - ST	05/18/2026
306	Powder River Power C	120-Service Center	Department Functional Supplies	124.99	2352	ST497 - hyd hose & fittings	05/19/2026
307	Powder River Power C	520-Recycling	Department Functional Supplies	370.74	2369	RC448 - bearings & seals +frt	05/20/2026
308	Pye-Barker Fire	110-Fire Administration	Repairs/Maint-Buildings	588.60	8319113	UL Fire Monitoring SFR-5/1/2026-4/30/2027	05/01/2026
309	Railroad Management	510-WW Collection	Rent/Lease-Buildings/Land	458.76	546266	Railroad lease 7/1/26-6/30/27	03/31/2026
310	Railroad Management	510-WW Collection	Rent/Lease-Buildings/Land	458.76	546328	Railroad lease 7/16/26-7/15/27	03/31/2026
311	Randall Engineering	120-Planning/Zoning	Contractual-Professional	13,876.50	052126	Map/Ord prep svcs. - annex of N. Main properties	05/21/2026
312	RDO Equipment Co	520-Landfill	Department Functional Supplies	1,626.87	P13947R5	LF473 - DEF door cvr, tank fltr, hinge, hrdwr +S&H	05/20/2026
313	RoadSafe Traffic Sys	120-Signs	Department Functional Supplies	1,792.00	273013	AASHTO M247 Glass Beads - Road Marking - TS	05/14/2026
314	Rocky Mountain Drug	100-Human Resources	Contractual-Professional	385.00	8177	Occupational Testing	05/11/2026
315	Rodney Ridgway	100-Service Center	Travel/Training	242.00	041326Ridgway	Per Diem reimbursement for NFPI Training 4/13/2026	05/13/2026
316	Ryk Norskog	100-Street Construction/Maint	Licenses/Fees/Permits- Other	85.00	042726Norskog	Class A CDL Skill Test Reimbursement - R Norskog -	05/19/2026
317	SavATree, LLC	100-Street Construction/Maint	Department Functional Supplies	1,285.00	001817707	Crane operations - Hot Plant - ST	05/19/2026
318	Scott McCollum	520-Landfill	Miscellaneous	249.12	S MCCOLLUM	Reimbursement for Mis Classified Loads 05/12/26 an	05/20/2026
319	Scott Passini	100-Fire Administration	Uniforms/Clothing	147.66	USHK03907758	Running shoes for SPassini 5/6/2026 Inv USHK039077	05/18/2026
320	Senior Citizens Coun	110-Rec/Senior Cntr Admin	Petroleum Products	9,711.61	City042026	Monthly fuel charge	04/30/2026
321	Servall Uniform & Li	100-Gen Govt Bldg Maintenance	Contractual-Other	105.94	1193552	Rug cleaning FY26 - City Hall	05/14/2026
322	Servall Uniform & Li	500-Water Distribution	Contractual-Other	80.87	1193566	Rug cleaning - UM	05/14/2026
323	Servall Uniform & Li	510-WW Collection	Contractual-Other	50.54	1193566	Rug cleaning - UM	05/14/2026
324	Servall Uniform & Li	520-Sanitation	Contractual-Other	254.80	1193568	Rug Cleaning Bi-Weekly for Recycling Center	05/14/2026
325	Servall Uniform & Li	100-Street Construction/Maint	Contractual-Other	204.51	1193569	Laundry and rug cleaning - ST	05/14/2026
326	Servall Uniform & Li	520-Landfill	Contractual-Other	173.45	1193572	Rug Cleaning Bi-Weekly for Landfill	05/14/2026
327	Servall Uniform & Li	120-Police Administration	Contractual-Other	249.66	1193576	Rug Cleaning	05/14/2026
328	Seth Larson	110-Fire Administration	Travel/Training	306.00	05142026-SLarson	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 SL	05/18/2026
329	Seth Larson	110-Fire Administration	Travel/Training	238.00	5202026SLarson	Meals Per Diem WFA Cheyenne, WY May 17-20, 2026 SL	05/26/2026
330	Sher Co Public Works	100-Planning/Zoning	Contractual-Other	7.00	395421	Recording Fees - Casa DeLabranza	04/22/2026
331	Sher Co Public Works	100-Planning/Zoning	Contractual-Other	14.00	395429	Recording Fees - Chantry Sub & Smith St Sub	04/29/2026
332	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	1,152.00	886746	FD32 - Alternator	05/04/2026
333	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	44.28	887073	Brake parts cleaner - SH	05/06/2026
334	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	16.19	887075	RC301 - Truck-lite signal	05/06/2026
335	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	53.09	887077	ST441 - Starter solenoid	05/06/2026
336	Sheridan Auto Parts	530-Weed/Pest Administration	Department Functional Supplies	332.98	887081	WP219 - Disc pad, rotor, cv axle	05/06/2026
337	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	247.75	887087	Lock washers, hex nuts, cap screws, screws-SH	05/06/2026
338	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	44.00	887108	Flat washers & screws - SH	05/06/2026
339	Sheridan Auto Parts	530-Weed/Pest Administration	Department Functional Supplies	20.31	887109	WP219 - Sway bar link repair kit	05/06/2026
340	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	366.66	887289	BD274 - Disc brake pads, brake rotor, cv axle	05/07/2026
341	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	185.16	887312	BD274 - Wheel bearing & hub assembly	05/07/2026

342	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	197.99	887411	BD274 - Battery	05/08/2026
343	Sheridan Auto Parts	520-Sanitation	Department Functional Supplies	93.55	887450	Paper Towels	05/08/2026
344	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	93.55	887450	Paper Towels	05/08/2026
345	Sheridan Auto Parts	100-Street Construction/Maint	Department Functional Supplies	75.36	887763	Industrial v-belts - Hot Plant - ST	05/11/2026
346	Sheridan Auto Parts	520-Sanitation	Department Functional Supplies	90.93	887839	WC701 - Grooved pulley	05/11/2026
347	Sheridan Auto Parts	540-Golf Course Admin/Super	Department Functional Supplies	19.28	888244	GC486 - Bleeder kit & master cylinder bleeder kit	05/13/2026
348	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	195.93	888246	RC4002 - Battery	05/13/2026
349	Sheridan Auto Parts	520-Sanitation	Department Functional Supplies	53.40	888342	Case of Roll Paper Towels	05/14/2026
350	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	53.40	888342	Case of Roll Paper Towels	05/14/2026
351	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	30.59	888356	ST269 - Oil cap kit	05/14/2026
352	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	343.31	888487	FDT1 - Air filter	05/14/2026
353	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	33.97	888576	Heat shrink tubing - SH	05/15/2026
354	Sheridan Auto Parts	500-Source of Supply	Department Functional Supplies	7.76	888581	SS5001 - Wire kit	05/15/2026
355	Sheridan Auto Parts	500-Water Distribution	Department Functional Supplies	23.95	888905	UM - Battery cable	05/18/2026
356	Sheridan Auto Parts	510-WW Collection	Department Functional Supplies	15.97	888905	UM - Battery cable	05/18/2026
357	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	30.59	888929	ST569 - Hub cap	05/18/2026
358	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	273.44	889082	PK228 - Front and rear shock absorbers	05/19/2026
359	Sheridan Auto Parts	500-Water Distribution	Department Functional Supplies	211.79	889241	UM273 - Alternator	05/20/2026
360	Sheridan Auto Parts	510-WW Collection	Department Functional Supplies	141.20	889241	UM273 - Alternator	05/20/2026
361	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	9.98	889365	Engine degreaser - SH	05/20/2026
362	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	52.58	889367	Brake parts cleaner & cable ties - SH	05/20/2026
363	Sheridan Auto Parts	500-Water Distribution	Department Functional Supplies	(211.79)	889387	Credit Warranty	05/20/2026
364	Sheridan Auto Parts	510-WW Collection	Department Functional Supplies	(141.20)	889387	Credit Warranty	05/20/2026
365	Sheridan Auto Parts	100-Service Center	Department Functional Supplies	47.79	889545	Gasket maker, razor blades, plastic scraper, razor	05/21/2026
366	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	(1,152.00)	CR 887104	Returned alternator and cores	05/06/2026
367	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	(140.00)	CR 887104	Returned alternator and cores	05/06/2026
368	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	(18.00)	CR887494	Core deposit	05/08/2026
369	Sheridan Auto Parts	520-Sanitation	Department Functional Supplies	(59.85)	CR888121	Return shop towels	05/13/2026
370	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	(59.85)	CR888121	Return shop towels	05/13/2026
371	Sheridan Auto Parts	520-Recycling	Department Functional Supplies	(27.00)	CR888258	Core deposit	05/13/2026
372	Sheridan Auto Parts	120-Service Center	Department Functional Supplies	(30.59)	CR888414	Return kitocap	05/14/2026
373	Sheridan Commercial	100-Street Construction/Maint	Department Functional Supplies	12.56	269697	3/8x3x7 SQ U-bolts - Hot Plant - ST	05/06/2026
374	Sheridan Commercial	120-Street Construction/Maint	Department Functional Supplies	15.47	269735	Windex refill - ST	05/07/2026
375	Sheridan Commercial	120-Street Construction/Maint	Department Functional Supplies	2.84	269749	Coupling with stop - ST	05/08/2026
376	Sheridan Commercial	100-Street Construction/Maint	Department Functional Supplies	1.79	269794	Square key 5/16 x 1-3/4 - Hot Plant - ST	05/11/2026
377	Sheridan Commercial	100-Street Construction/Maint	Department Functional Supplies	9.07	269796	Large spacers - Hot Plant - ST	05/11/2026
378	Sheridan Commercial	100-Fire Administration	Department Functional Supplies	9.74	269886	White/Yellow Paint Pens for station shop KJ 5-14-2	05/14/2026
379	Sheridan Commercial	510-WW Collection	Department Functional Supplies	302.42	269896	rainX, kitchen towels, trash bags, bleach	05/15/2026
380	Sheridan Commercial	100-City Administrator	Office Supplies	18.97	269947	Pens, Crayons/Mrkr 4 visiting 2nd grdrs	05/19/2026
381	Sheridan Commercial	100-City Administrator	Department Functional Supplies	7.98	269947	Pens, Crayons/Mrkr 4 visiting 2nd grdrs	05/19/2026
382	Sheridan Commercial	100-Police Administration	Department Functional Supplies	66.97	269963	foaming hand wash - PD	05/19/2026
383	Sheridan Commercial	520-Landfill	Office Supplies	5.82	269967	Paper Protectors	05/19/2026
384	Sheridan Commercial	520-Recycling	Department Functional Supplies	13.92	269978	Clothesline for Drop Sites	05/20/2026
385	Sheridan Commercial	100-Street Construction/Maint	Department Functional Supplies	6.05	269980	Gas leak detector - Hot Plant - ST	05/20/2026
386	Sheridan Commercial	100-Service Center	Department Functional Supplies	3.12	269987	Toilet tank float ball - SH	05/20/2026
387	Sheridan Commercial	120-Street Construction/Maint	Department Functional Supplies	5.01	270021	5/16 Safety Snaps - ST	05/21/2026
388	Sheridan County Cham	100-Mayor/Council	Travel/Training	165.00	92081	Ignite Conf- Mayor	05/15/2026
389	Sheridan Econ-O-Wash	100-Service Center	Contractual-Other	36.00	23594	Laundry services - SH	05/15/2026
390	Sheridan Econ-O-Wash	100-Service Center	Contractual-Other	42.00	23596	Laundry services - SH	05/18/2026
391	Sheridan Econ-O-Wash	510-WW Treatment	Contractual-Other	56.00	23666	Laundry Services	05/12/2026
392	Sheridan Motor Inc	120-Service Center	Department Functional Supplies	45.89	34098	PD137 - headlight bulb	04/30/2026
393	Sherwin Williams	120-Signs	Department Functional Supplies	45.99	6733-8	Spray tip - TS	05/14/2026
394	Sign Solutions USA	120-Signs	Department Functional Supplies	1,272.77	423135	Street signs, left turn arrow, dangerous intersect	05/15/2026
395	Six Robblee's Inc	100-Service Center	Department Functional Supplies	26.45	06P41405	Tire mounting paste - SH	05/11/2026
396	Six Robblee's Inc	120-Service Center	Tools	158.66	06P41530	Truck hub & stud cleaning tool & replacement head	05/11/2026
397	Smith Psychological	110-Police Administration	Contractual-Professional	200.00	16931	Return to Duty Exam - PD	05/13/2026
398	Smith Psychological	110-Police Administration	Contractual-Professional	200.00	16932	Return to Duty Exam - PD	05/13/2026

399	Smith Psychological	110-Police Administration	Contractual-Professional	200.00	16933	Return to Duty Exam - PD	05/13/2026
400	Spectrum	530-Weed/Pest Administration	Telecom Services	151.37	173052201041426	W&P Internet 4/14-5/13/26	04/14/2026
401	Spectrum	530-Weed/Pest Administration	Telecom Services	155.28	173052201051426	W&P Internet 5/14-6/13/26	05/14/2026
402	State of Wyoming	300-Fire Administration	Principal	86,274.51	Pmt #4 Fire A Loan	Fire A Loan	05/22/2026
403	SUMMER WIDSTRAND	500-Water Fund	Accounts Receivable	67.47	34551	UB 27037050 1764 EDWARDS	05/12/2026
404	TANDI METOYER	500-Water Fund	Accounts Receivable	18.02	34550	UB 00005841 746 MARION	05/12/2026
405	Tire Rama	120-Service Center	Department Functional Supplies	171.88	201 - 35007	TS576 - new tires (2)	05/13/2026
406	Tire Rama	540-Golf Course Admin/Super	Repairs/Maint-EquipMachVehArt	27.50	201 - 35055	GC490 - tire repair	05/14/2026
407	T-Mobile USA Inc.	100-Police Administration	Telecom Services	1,071.70	3/21-4/21/26-TMobile	Monthly Cell Phone Charges - PD	04/21/2026
408	TorcUP Inc.	100-Service Center	Contractual-Other	374.00	129069	Repair & calibration of VT-1000, volta ball retain	04/15/2026
409	TranSource Truck	520-Sanitation	Department Functional Supplies	1,177.04	51P1985	WC7002 - ABS modulators, valve & fitting	05/14/2026
410	Trihydro Corporation	520-Landfill	Contractual-Professional	2,469.25	0227357	Environmental Monitoring May 2, 2026	05/13/2026
411	Tyler Technologies I	400-Treasurer	Cap Outlay-Equip/MachVehicles	1,240.00	045-560913	Project management, implementation & training	04/22/2026
412	Tyler Technologies I	400-Treasurer	Cap Outlay-Equip/MachVehicles	652.00	045-562886	Project management, implementation & training	05/06/2026
413	Tyler Technologies I	400-Treasurer	Cap Outlay-Equip/MachVehicles	620.00	045-564073	Project management, implementation & training	05/14/2026
414	Tyler Technologies I	120-Information Technology	Software & Website Fees	140,617.33	CI100-00266272	Tyler Annual Fees	04/01/2026
415	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	16,983.96	4060	LF476 - diag, R&R grinding chamber components	05/11/2026
416	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	3,400.69	4091	LF4003 - R&R rollers on left side track	05/18/2026
417	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	4,955.00	4092	LF603 - R&R splices on conveyors	05/18/2026
418	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	1,498.88	4093	LF401 - 1000 hour service performed	05/18/2026
419	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	2,341.50	4094	LF473 - annual fire sup sys insp w/repairs	05/11/2026
420	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	137.50	4105	LF402 - R&R grease fitting	05/18/2026
421	VRM Inc	520-Landfill	Repairs/Maint-EquipMachVehArt	970.47	4112	LF402 - 1500 hr service performed	05/25/2026
422	Wade Larsen	110-Fire Administration	Travel/Training	306.00	05142026-Larsen	Meals Per Diem WFA Cheyenne, WY May 10-14, 2026 WL	05/18/2026
423	Wade Larsen	110-Fire Administration	Travel/Training	238.00	5202026Larsen	Meals Per Diem WFA Cheyenne, WY May 17-20, 2026 WL	05/26/2026
424	WAM	100-Mayor/Council	Travel/Training	270.00	18710	WAM Conf Tix- Mayor/Stu	05/19/2026
425	WAM	100-City Administrator	Travel/Training	270.00	18710	WAM Conf Tix- Mayor/Stu	05/19/2026
426	Wareings Sheridan	120-Service Center	Repairs/Maint-EquipMachVehArt	1,080.48	6025597/1	PK227 - diag inst clstr, R&R inst clstr & BCM	05/12/2026
427	Water Products & Sol	520-Landfill	Food	40.00	13384051426	4 Bottles of Water	05/14/2026
428	Weed Warriors	110-Parks Supervision	Contractual-Other	1,370.00	2560	Mowing (Contractual) for Parks Department	05/07/2026
429	Weed Warriors	110-Parks Supervision	Contractual-Other	1,200.00	2563	Mowing (Contractual) for Parks Department	05/12/2026
430	Weed Warriors	110-Parks Supervision	Contractual-Other	4,200.00	2565	Mowing (Contractual) for Parks Department	05/14/2026
431	Weed Warriors	110-Parks Supervision	Contractual-Other	395.00	2579	Mowing (Contractual) for Parks Department	05/15/2026
432	Western Emulsions In	120-Street Construction/Maint	Department Functional Supplies	2,416.00	90017195	CRS-2 - Durapatch oil - ST	04/07/2026
433	WY DEQ	520-Landfill	Licenses/Fees/Permits- Other	1,000.00	6605	Air Quality Permit Application Fee	05/12/2026
434	WY Secretary of Stat	100-Police Administration	Licenses/Certs-Employees	60.00	Prince Notary	Notary license - PD	05/21/2026
435	Wyoming Machinery	120-Service Center	Department Functional Supplies	92.20	PO8968680	ST497 - connector plug assy +dlchg	05/22/2026
436	Wyoming Machinery	520-Landfill	Department Functional Supplies	708.47	WO8963854	LF402 - 500 hr service filters/supplies	05/19/2026



CITY OF SHERIDAN, WYOMING

55 Grinnell Plaza, Sheridan, Wyoming 82801

Ph (307) 674-6483

Utilities

MEMORANDUM

RE: Consideration of Bid Award to Wagner Ranch Services for the Old Landfill Corrective Measures Project in the Amount of \$3,166,610.25 - Utilities Director Dan Roberts

From: Dan Roberts, Utilities Director

To: City Council

Date: 06/01/2026

Background:

This Project will conduct remediation work (corrective measures) on Sheridan's Old Landfill located west of Eastridge Road and south of the railroad tracks and Dog and Cat Shelter. This is the second and final Project to be completed in order for the City to satisfy its obligations under the State of Wyoming's Landfill Remediation Program, which was established to help landfill owners correct groundwater contamination caused by their old, unlined landfill cells.

The corrective measures chosen to mitigate groundwater contamination from Sheridan's Old Landfill is to remove the groundwater contact with the waste. The scope of the Project to accomplish this, which was bid for construction and being considered by City Council for Bid Award, consists of constructing two evaporation ponds, four groundwater extraction wells, a force main collection system and performing overall site grading with soil cover material that will minimize surface water contributions to groundwater.

By pumping the groundwater from under the Old Landfill into evaporation ponds, we are avoiding discharging waste contaminated groundwater (leachate) into the City's sanitary sewer system.

Discussion:

This project was advertised in the Sheridan Press on April 2, 11, and 20, 2026. A pre-bid conference was held on April 17th with bids received on May 6, 2026 with the following results (bid tabulation attached):

- Wagner Ranch Services \$3,166,610.25
- LJS Concrete & Excavating LLC \$3,523,995.79
- Prospect Construction, Inc. \$3,706,458.45
- Mountain View Building \$3,745,894.00
- DRM \$3,791,934.35
- Excel Wyoming \$3,975,973.00

The Engineer's Estimate at the time of bidding was \$3,372,992.73

Staff Recommendation:

Staff recommends that the Mayor and City Council award the Old Landfill Corrective Measures Project to Wagner Ranch Services, the lowest qualified bidder, in the amount of \$3,166,610.25.

Staff requests that for the Old Landfill Corrective Measures Project, the Mayor and City Council authorize the Utilities Director, Dan Roberts, to act on behalf of the Council and Mayor on all matters related to this project.

Funding:

This project is funded through the State of Wyoming's Landfill Remediation Program (Program), administered by the Wyoming Department of Environmental Quality Solid and Hazardous Waste Division (WDEQ). The Program will pay 75% of the project costs with the City responsible for the remaining 25%. The City's project costs will be funded through a CWSRF Loan obtained for our landfill remediation projects.

Attachments

Recommendation of Award letter



May 8, 2026

Mr. Nathan Rager
City of Sheridan
55 Grinnell Plaza
Sheridan, WY 82801

Re: Bid Evaluation for the Old Landfill Corrective Measures Project

Dear Mr. Rager:

The City of Sheridan conducted the public bid opening for the Sheridan Old Landfill Corrective Measures project at 1:00 PM on May 6, 2026, in the Council Chambers on the 3rd floor of the City of Sheridan City Hall. The following bids were received for this project:

Bidder	Bid Price	WY Resident
Wagner Ranch Services, LLC	\$3,166,610.25	Yes
LJS Concrete & Excavating, LLC	\$3,523,995.79 (bidder total) \$3,524,272.05 (Trihydro calculated)	Yes
DRM, Inc.	\$3,791,934.35	Yes
Mountain View Building, Inc.	\$3,745,894	Yes
Excel Wyoming	\$3,975,973 (bidder total) \$3,974,633 (Trihydro calculated)	Yes
Earth Work Solutions, Inc.	\$4,290,480.75	Yes
Prospect Construction, Inc.	\$3,706,458.45	Yes

The tabulated bids received for the project are provided as Attachment A. The apparent low bidder is Wagner Ranch Services, LLC with a unit price bid of \$3,166,610.25. The difference between the low bid and the high bid is \$1,123,871. The bid submitted by Wagner Ranch Services, LLC is \$206,382.48 below the Engineer's Estimate for the project.

Trihydro Corporation (Trihydro) has evaluated all bids for responsiveness to the required and optional items set forth in the Instructions to Bidders and in the Bid Form. A summary of each bid's responsiveness is provided as Attachment B. Considering the responsiveness evaluation and the unit bid price tabulation, Trihydro found the bid submitted by the apparent low bidder, Wagner Ranch Services, LLC, to be adequate.

Trihydro recommends that the City of Sheridan award the project to Wagner Ranch Services, LLC for the Old Landfill Corrective Measures Project and initiate execution of an Agreement and Notice of Award. The Contract Price as part of the Agreement between the City of Sheridan and Wagner Ranch Services,



Mr. Nathan Rager
May 8, 2026
Page 2

LLC will be for the bid price amount of \$3,166,610.25. Trihydro also recommends that the City of Sheridan request a detailed project schedule from Wanger Ranch Services, LLC in advance of issuing Notice of Award for project planning purposes.

We look forward to continuing to support the City of Sheridan and working with Wagner Ranch Services, LLC on this project. If you have any questions or wish to discuss this evaluation, please feel free to contact me by phone at (307) 745-7474, or by email at tevans@trihydro.com.

Sincerely,
Trihydro Corporation

Travis Evans, P.E.
Project Manager

00931-003-0010

Attachments

ATTACHMENT A

BID TABULATION

ATTACHMENT A. OLD LANDFILL CORRECTIVE MEASURES
BID TABULATION
CITY OF SHERIDAN, WYOMING

Bid Items				Opinion of Probable Cost		Wagner Ranch Services, LLC	
				Trihydro Corporation		Sheridan, WY	
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
00810.1	Force Account	LS	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
01050.11	Construction Layout and Surveying	LS	1	\$70,000.00	\$70,000.00	\$15,000.00	\$15,000.00
01560.01	Temporary Controls	LS	1	\$20,000.00	\$20,000.00	\$26,000.00	\$26,000.00
02000.01	Mobilization	LS	1	\$306,635.68	\$306,635.68	\$56,000.00	\$56,000.00
02060.01	Temporary Traffic Control	LS	1	\$20,000.00	\$20,000.00	\$3,500.00	\$3,500.00
02221.02	Imported Trench Backfill Material	CY	730	\$10.00	\$7,300.00	\$5.00	\$3,650.00
02221.50	Municipal Solid Waste Excavation	CY	1,400	\$15.00	\$21,000.00	\$16.00	\$22,400.00
02221.51	Dry Utility Trenching - Type A	LF	400	\$15.00	\$6,000.00	\$13.00	\$5,200.00
02221.52	Dry Utility Trenching - Type B	LF	2,690	\$10.00	\$26,900.00	\$11.50	\$30,935.00
02440.02	Well Abandonment	VF	108	\$60.00	\$6,480.00	\$17.00	\$1,836.00
02440.03	Settlement Monument and Protective Casing Removal	LS	1	\$10,000.00	\$10,000.00	\$1,800.00	\$1,800.00
02440.15	Asphalt Removal	SY	1,240	\$9.00	\$11,160.00	\$1.75	\$2,170.00
02450.01	General Fill	CY	21,000	\$4.00	\$84,000.00	\$3.00	\$63,000.00
02450.02	Embankment Fill	CY	61,800	\$10.00	\$618,000.00	\$8.90	\$550,020.00
02450.03	Subgrade Preparation	SY	37,222	\$2.00	\$74,444.00	\$0.50	\$18,611.00
02450.04	Anchor Trench	LF	3,350	\$8.00	\$26,800.00	\$9.00	\$30,150.00
02460.01	Topsoil Stripping and Stockpiling	SY	157,400	\$0.33	\$51,600.00	\$0.50	\$78,700.00
02460.02	Topsoil - Placing	SY	157,400	\$0.44	\$68,800.00	\$0.60	\$94,440.00
02480.02	Seeding	ACRE	38	\$3,000.00	\$114,000.00	\$1,600.00	\$60,800.00
02519.10	Crushed Aggregate Base Course - 6"	SY	4,840	\$9.92	\$48,012.80	\$11.00	\$53,240.00
02525.10	Hot Plant Mix Bituminous Pavement - 3"	SY	1,800	\$18.00	\$32,400.00	\$40.50	\$72,900.00
02600.01	Utility Markout and Coordination	LS	1	\$5,000.00	\$5,000.00	\$1,300.00	\$1,300.00
02641.01	2" HDPE Ball Valve	EA	10	\$500.00	\$5,000.00	\$500.00	\$5,000.00
02641.02	1" ARV Assembly	EA	2	\$3,500.00	\$7,000.00	\$3,500.00	\$7,000.00
02712.21	2" One-Way Sanitary Sewer Cleanout	EA	14	\$500.00	\$7,000.00	\$250.00	\$3,500.00
02712.22	2" Two-Way Sanitary Sewer Cleanout	EA	4	\$750.00	\$3,000.00	\$550.00	\$2,200.00
02712.31	Connect to Existing Sanitary Sewer Manhole	LS	1	\$3,000.00	\$3,000.00	\$1,300.00	\$1,300.00
02712.41	2" SDR 11 HDPE Force Main	LF	2,860	\$25.00	\$71,500.00	\$33.50	\$95,810.00
02712.51	Meter Pit	EA	6	\$3,000.00	\$18,000.00	\$3,700.00	\$22,200.00
02800.01	18" CMP Culvert	LF	44	\$45.00	\$1,980.00	\$78.00	\$3,432.00
02895.01	Engineering Fabric	SY	6,010	\$3.00	\$18,030.00	\$1.80	\$10,818.00
013529.01	Safety and Emergency Response Requirements	LS	1	\$10,000.00	\$10,000.00	\$35,000.00	\$35,000.00
013543.01	Temporary Special and Hazardous Waste Storage and Handling Area	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
027000.01	12-inch Borehole	VF	153	\$175.00	\$26,775.00	\$105.00	\$16,065.00
027000.02	6-inch Screen	VF	110	\$125.00	\$13,750.00	\$280.00	\$30,800.00
027000.03	6-inch Casing	VF	43	\$75.00	\$3,225.00	\$270.00	\$11,610.00
027000.04	Borehole Abandonment	VF	50	\$50.00	\$2,500.00	\$45.00	\$2,250.00
027000.05	Surface Completion	EA	6	\$1,500.00	\$9,000.00	\$1,000.00	\$6,000.00
027000.06	Pitless Adapter- Existing Well	EA	2	\$1,500.00	\$3,000.00	\$1,400.00	\$2,800.00
320519.16.01	60-Mil LLDPE Primary Liner	SF	335,000	\$0.67	\$224,450.00	\$1.12	\$375,200.00
320519.16.02	60-Mil LLDPE Secondary Liner and Drainage System	SF	335,000	\$1.00	\$335,000.00	\$1.50	\$502,500.00
320519.16.03	Ballast Tubes	LF	5,225	\$22.00	\$114,950.00	\$32.72	\$170,962.00
320519.18.01	Geocomposite	SF	335,000	\$1.20	\$402,000.00	\$0.81	\$271,350.00
323156.01	Wildlife Fence	LF	3,065	\$20.00	\$61,300.00	\$23.25	\$71,261.25
325000.01	Leak Detection Gravel	CY	30	\$100.00	\$3,000.00	\$290.00	\$8,700.00
330533.01	18" Side Slope Riser Assembly	EA	2	\$7,500.00	\$15,000.00	\$11,000.00	\$22,000.00
331136.01	Submersible Pumps	EA	6	\$5,500.00	\$33,000.00	\$7,200.00	\$43,200.00
331136.02	Flow Meter	EA	6	\$3,000.00	\$18,000.00	\$3,000.00	\$18,000.00
0260010.10	Electrical Work	LS	1	\$230,000.00	\$230,000.00	\$131,000.00	\$131,000.00
TOTAL BID					\$3,372,992.48		\$3,166,610.25
TOTAL BID (CALCULATED)							\$3,166,610.25
DIFFERENCE BETWEEN REVIEWED VS CALCULATED							\$0.00

Note:
Highlighted cells represent math error in bid form.

ATTACHMENT A. OLD LANDFILL CORRECTIVE MEASURES
BID TABULATION
CITY OF SHERIDAN, WYOMING

Bid Items				LJS Concrete & Excavating, LLC		DRM, Inc.	
				Sheridan, Wyoming		Sheridan, Wyoming	
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
00810.1	Force Account	LS	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
01050.11	Construction Layout and Surveying	LS	1	\$27,060.00	\$27,060.00	\$15,446.98	\$15,446.98
01560.01	Temporary Controls	LS	1	\$46,649.00	\$46,649.00	\$10,940.87	\$10,940.87
02000.01	Mobilization	LS	1	\$160,000.00	\$160,000.00	\$529,455.86	\$529,455.86
02060.01	Temporary Traffic Control	LS	1	\$17,500.00	\$17,500.00	\$32,696.19	\$32,696.19
02221.02	Imported Trench Backfill Material	CY	730	\$40.00	\$29,200.00	\$61.61	\$44,975.30
02221.50	Municipal Solid Waste Excavation	CY	1,400	\$18.00	\$25,200.00	\$34.39	\$48,146.00
02221.51	Dry Utility Trenching - Type A	LF	400	\$14.00	\$5,600.00	\$21.45	\$8,580.00
02221.52	Dry Utility Trenching - Type B	LF	2,690	\$12.00	\$32,280.00	\$16.95	\$45,595.50
02440.02	Well Abandonment	VF	108	\$76.00	\$8,208.00	\$48.27	\$5,213.16
02440.03	Settlement Monument and Protective Casing Removal	LS	1	\$4,500.00	\$4,500.00	\$3,794.16	\$3,794.16
02440.15	Asphalt Removal	SY	1,240	\$4.00	\$4,960.00	\$3.69	\$4,575.60
02450.01	General Fill	CY	21,000	\$5.75	\$120,750.00	\$2.70	\$56,700.00
02450.02	Embankment Fill	CY	61,800	\$6.50	\$401,700.00	\$8.55	\$528,390.00
02450.03	Subgrade Preparation	SY	37,222	\$2.50	\$93,055.00	\$0.70	\$26,055.40
02450.04	Anchor Trench	LF	3,350	\$15.00	\$50,250.00	\$11.76	\$39,396.00
02460.01	Topsoil Stripping and Stockpiling	SY	157,400	\$1.25	\$196,750.00	\$0.15	\$23,610.00
02460.02	Topsoil - Placing	SY	157,400	\$1.25	\$196,750.00	\$0.23	\$36,202.00
02480.02	Seeding	ACRE	38	\$1,620.00	\$61,560.00	\$1,594.04	\$60,573.52
02519.10	Crushed Aggregate Base Course - 6"	SY	4,840	\$15.00	\$72,600.00	\$19.40	\$93,896.00
02525.10	Hot Plant Mix Bituminous Pavement - 3"	SY	1,800	\$34.97	\$62,946.00	\$42.16	\$75,888.00
02600.01	Utility Markout and Coordination	LS	1	\$3,200.00	\$3,200.00	\$4,503.91	\$4,503.91
02641.01	2" HDPE Ball Valve	EA	10	\$1,000.00	\$10,000.00	\$795.06	\$7,950.60
02641.02	1" ARV Assembly	EA	2	\$4,555.00	\$9,110.00	\$4,266.59	\$8,533.18
02712.21	2" One-Way Sanitary Sewer Cleanout	EA	14	\$400.00	\$5,600.00	\$574.95	\$8,049.30
02712.22	2" Two-Way Sanitary Sewer Cleanout	EA	4	\$800.00	\$3,200.00	\$770.11	\$3,080.44
02712.31	Connect to Existing Sanitary Sewer Manhole	LS	1	\$3,200.00	\$3,200.00	\$2,260.89	\$2,260.89
02712.41	2" SDR 11 HDPE Force Main	LF	2,860	\$27.00	\$77,220.00	\$40.78	\$116,630.80
02712.51	Meter Pit	EA	6	\$5,530.00	\$33,180.00	\$5,378.92	\$32,273.52
02800.01	18" CMP Culvert	LF	44	\$135.00	\$5,940.00	\$112.27	\$4,939.88
02895.01	Engineering Fabric	SY	6,010	\$5.25	\$31,552.50	\$2.16	\$12,981.60
013529.01	Safety and Emergency Response Requirements	LS	1	\$52,500.00	\$52,500.00	\$47,609.62	\$47,609.62
013543.01	Temporary Special and Hazardous Waste Storage and Handling Area	LS	1	\$7,300.00	\$7,300.00	\$28,455.66	\$28,455.66
027000.01	12-inch Borehole	VF	153	\$107.00	\$16,371.00	\$911.80	\$139,505.40
027000.02	6-inch Screen	VF	110	\$220.00	\$24,200.00	\$302.03	\$33,223.30
027000.03	6-inch Casing	VF	43	\$210.00	\$9,030.00	\$253.48	\$10,899.64
027000.04	Borehole Abandonment	VF	50	\$50.00	\$2,500.00	\$85.82	\$4,291.00
027000.05	Surface Completion	EA	6	\$700.00	\$4,200.00	\$1,072.71	\$6,436.26
027000.06	Pitless Adapter- Existing Well	EA	2	\$13,750.00	\$27,500.00	\$536.36	\$1,072.72
320519.16.01	60-Mil LLDPE Primary Liner	SF	335,000	\$0.89	\$298,150.00	\$0.91	\$304,850.00
320519.16.02	60-Mil LLDPE Secondary Liner and Drainage System	SF	335,000	\$1.21	\$405,350.00	\$1.24	\$415,400.00
320519.16.03	Ballast Tubes	LF	5,225	\$25.96	\$135,641.00	\$26.53	\$138,619.25
320519.18.01	Geocomposite	SF	335,000	\$0.96	\$321,600.00	\$0.98	\$328,300.00
323156.01	Wildlife Fence	LF	3,065	\$24.87	\$76,226.55	\$25.41	\$77,881.65
325000.01	Leak Detection Gravel	CY	30	\$160.00	\$4,800.00	\$108.73	\$3,261.90
330533.01	18" Side Slope Riser Assembly	EA	2	\$16,300.00	\$32,600.00	\$15,021.66	\$30,043.32
331136.01	Submersible Pumps	EA	6	\$9,780.50	\$58,683.00	\$12,711.58	\$76,269.48
331136.02	Flow Meter	EA	6	\$4,000.00	\$24,000.00	\$4,650.18	\$27,901.08
0260010.10	Electrical Work	LS	1	\$123,900.00	\$123,900.00	\$126,579.41	\$126,579.41
TOTAL BID					\$3,524,272.05		\$3,791,934.35
TOTAL BID (CALCULATED)					\$3,523,995.79		\$3,791,934.35
DIFFERENCE BETWEEN REVIEWED VS CALCULATED					\$276.26		\$0.00

Note:

Highlighted cells represent math error in bid form.

ATTACHMENT A. OLD LANDFILL CORRECTIVE MEASURES
BID TABULATION
CITY OF SHERIDAN, WYOMING

Bid Items				Mountain View Building, Inc.		Excel Wyoming	
				Sheridan, Wyoming		Sheridan, Wyoming	
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
00810.1	Force Account	LS	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
01050.11	Construction Layout and Surveying	LS	1	\$28,000.00	\$28,000.00	\$20,000.00	\$20,000.00
01560.01	Temporary Controls	LS	1	\$29,716.00	\$29,716.00	\$50,000.00	\$50,000.00
02000.01	Mobilization	LS	1	\$281,550.00	\$281,550.00	\$500,000.00	\$500,000.00
02060.01	Temporary Traffic Control	LS	1	\$63,216.00	\$63,216.00	\$200,000.00	\$200,000.00
02221.02	Imported Trench Backfill Material	CY	730	\$5.00	\$3,650.00	\$1.00	\$730.00
02221.50	Municipal Solid Waste Excavation	CY	1,400	\$9.00	\$12,600.00	\$20.00	\$28,000.00
02221.51	Dry Utility Trenching - Type A	LF	400	\$12.50	\$5,000.00	\$20.00	\$8,000.00
02221.52	Dry Utility Trenching - Type B	LF	2,690	\$10.00	\$26,900.00	\$17.00	\$45,730.00
02440.02	Well Abandonment	VF	108	\$60.00	\$6,480.00	\$60.00	\$6,480.00
02440.03	Settlement Monument and Protective Casing Removal	LS	1	\$8,988.00	\$8,988.00	\$5,000.00	\$5,000.00
02440.15	Asphalt Removal	SY	1,240	\$10.00	\$12,400.00	\$8.00	\$9,920.00
02450.01	General Fill	CY	21,000	\$7.50	\$157,500.00	\$9.00	\$189,000.00
02450.02	Embankment Fill	CY	61,800	\$10.60	\$655,080.00	\$10.00	\$618,000.00
02450.03	Subgrade Preparation	SY	37,222	\$5.00	\$186,110.00	\$1.00	\$37,222.00
02450.04	Anchor Trench	LF	3,350	\$4.00	\$13,400.00	\$6.00	\$20,100.00
02460.01	Topsoil Stripping and Stockpiling	SY	157,400	\$0.20	\$31,480.00	\$0.40	\$62,960.00
02460.02	Topsoil - Placing	SY	157,400	\$0.20	\$31,480.00	\$0.40	\$62,960.00
02480.02	Seeding	ACRE	38	\$1,664.00	\$63,232.00	\$1,400.00	\$53,200.00
02519.10	Crushed Aggregate Base Course - 6"	SY	4,840	\$18.00	\$87,120.00	\$20.00	\$96,800.00
02525.10	Hot Plant Mix Bituminous Pavement - 3"	SY	1,800	\$45.00	\$81,000.00	\$41.00	\$73,800.00
02600.01	Utility Markout and Coordination	LS	1	\$7,686.00	\$7,686.00	\$5,000.00	\$5,000.00
02641.01	2" HDPE Ball Valve	EA	10	\$916.00	\$9,160.00	\$1,000.00	\$10,000.00
02641.02	1" ARV Assembly	EA	2	\$4,047.00	\$8,094.00	\$6,000.00	\$12,000.00
02712.21	2" One-Way Sanitary Sewer Cleanout	EA	14	\$1,020.00	\$14,280.00	\$1,000.00	\$14,000.00
02712.22	2" Two-Way Sanitary Sewer Cleanout	EA	4	\$1,884.00	\$7,536.00	\$1,000.00	\$4,000.00
02712.31	Connect to Existing Sanitary Sewer Manhole	LS	1	\$7,181.00	\$7,181.00	\$6,000.00	\$6,000.00
02712.41	2" SDR 11 HDPE Force Main	LF	2,860	\$29.00	\$82,940.00	\$21.00	\$60,060.00
02712.51	Meter Pit	EA	6	\$4,849.00	\$29,094.00	\$5,000.00	\$30,000.00
02800.01	18" CMP Culvert	LF	44	\$49.00	\$2,156.00	\$104.00	\$4,576.00
02895.01	Engineering Fabric	SY	6,010	\$6.50	\$39,065.00	\$3.00	\$18,030.00
013529.01	Safety and Emergency Response Requirements	LS	1	\$26,000.00	\$26,000.00	\$10,000.00	\$10,000.00
013543.01	Temporary Special and Hazardous Waste Storage and Handling Area	LS	1	\$9,859.00	\$9,859.00	\$10,000.00	\$10,000.00
027000.01	12-inch Borehole	VF	153	\$112.00	\$17,136.00	\$270.00	\$41,310.00
027000.02	6-inch Screen	VF	110	\$95.00	\$10,450.00	\$220.00	\$24,200.00
027000.03	6-inch Casing	VF	43	\$84.00	\$3,612.00	\$180.00	\$7,740.00
027000.04	Borehole Abandonment	VF	50	\$50.00	\$2,500.00	\$100.00	\$5,000.00
027000.05	Surface Completion	EA	6	\$335.00	\$2,010.00	\$800.00	\$4,800.00
027000.06	Pitless Adapter- Existing Well	EA	2	\$2,240.00	\$4,480.00	\$1,300.00	\$2,600.00
320519.16.01	60-Mil LLDPE Primary Liner	SF	335,000	\$0.95	\$318,250.00	\$0.95	\$318,250.00
320519.16.02	60-Mil LLDPE Secondary Liner and Drainage System	SF	335,000	\$1.30	\$435,500.00	\$1.37	\$458,950.00
320519.16.03	Ballast Tubes	LF	5,225	\$27.00	\$141,075.00	\$25.40	\$132,715.00
320519.18.01	Geocomposite	SF	335,000	\$1.02	\$341,700.00	\$0.92	\$308,200.00
323156.01	Wildlife Fence	LF	3,065	\$22.00	\$67,430.00	\$20.00	\$61,300.00
325000.01	Leak Detection Gravel	CY	30	\$78.00	\$2,340.00	\$100.00	\$3,000.00
330533.01	18" Side Slope Riser Assembly	EA	2	\$15,712.00	\$31,424.00	\$18,000.00	\$36,000.00
331136.01	Submersible Pumps	EA	6	\$13,253.00	\$79,518.00	\$6,500.00	\$39,000.00
331136.02	Flow Meter	EA	6	\$4,726.00	\$28,356.00	\$5,000.00	\$30,000.00
0260010.10	Electrical Work	LS	1	\$132,160.00	\$132,160.00	\$130,000.00	\$130,000.00
TOTAL BID					\$3,745,894.00		\$3,974,633.00
TOTAL BID (CALCULATED)					\$3,745,894.00		\$3,975,973.00
DIFFERENCE BETWEEN REVIEWED VS CALCULATED					\$0.00		-\$1,340.00

Note:

Highlighted cells represent math error in bid form.

ATTACHMENT A. OLD LANDFILL CORRECTIVE MEASURES
BID TABULATION
CITY OF SHERIDAN, WYOMING

Bid Items				Earth Work Solutions, Inc.		Prospect Construction, Inc.	
				Gillette, Wyoming		Sheridan, Wyoming	
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
00810.1	Force Account	LS	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
01050.11	Construction Layout and Surveying	LS	1	\$60,000.00	\$60,000.00	\$25,935.00	\$25,935.00
01560.01	Temporary Controls	LS	1	\$76,600.00	\$76,600.00	\$38,960.00	\$38,960.00
02000.01	Mobilization	LS	1	\$325,000.00	\$325,000.00	\$164,350.00	\$164,350.00
02060.01	Temporary Traffic Control	LS	1	\$28,500.00	\$28,500.00	\$87,000.00	\$87,000.00
02221.02	Imported Trench Backfill Material	CY	730	\$69.75	\$50,917.50	\$30.75	\$22,447.50
02221.50	Municipal Solid Waste Excavation	CY	1,400	\$30.75	\$43,050.00	\$14.65	\$20,510.00
02221.51	Dry Utility Trenching - Type A	LF	400	\$15.00	\$6,000.00	\$16.00	\$6,400.00
02221.52	Dry Utility Trenching - Type B	LF	2,690	\$22.00	\$59,180.00	\$19.90	\$53,531.00
02440.02	Well Abandonment	VF	108	\$110.00	\$11,880.00	\$145.00	\$15,660.00
02440.03	Settlement Monument and Protective Casing Removal	LS	1	\$6,875.00	\$6,875.00	\$15,400.00	\$15,400.00
02440.15	Asphalt Removal	SY	1,240	\$33.00	\$40,920.00	\$6.45	\$7,998.00
02450.01	General Fill	CY	21,000	\$6.00	\$126,000.00	\$6.25	\$131,250.00
02450.02	Embankment Fill	CY	61,800	\$7.50	\$463,500.00	\$10.32	\$637,776.00
02450.03	Subgrade Preparation	SY	37,222	\$2.75	\$102,360.50	\$0.60	\$22,333.20
02450.04	Anchor Trench	LF	3,350	\$5.50	\$18,425.00	\$10.50	\$35,175.00
02460.01	Topsoil Stripping and Stockpiling	SY	157,400	\$0.60	\$94,440.00	\$0.72	\$113,328.00
02460.02	Topsoil - Placing	SY	157,400	\$0.65	\$102,310.00	\$0.10	\$15,740.00
02480.02	Seeding	ACRE	38	\$1,565.00	\$59,470.00	\$1,290.00	\$49,020.00
02519.10	Crushed Aggregate Base Course - 6"	SY	4,840	\$30.00	\$145,200.00	\$22.90	\$110,836.00
02525.10	Hot Plant Mix Bituminous Pavement - 3"	SY	1,800	\$61.93	\$111,474.00	\$38.20	\$68,760.00
02600.01	Utility Markout and Coordination	LS	1	\$55,000.00	\$55,000.00	\$15,500.00	\$15,500.00
02641.01	2" HDPE Ball Valve	EA	10	\$1,227.00	\$12,270.00	\$1,875.00	\$18,750.00
02641.02	1" ARV Assembly	EA	2	\$10,215.00	\$20,430.00	\$9,110.00	\$18,220.00
02712.21	2" One-Way Sanitary Sewer Cleanout	EA	14	\$975.00	\$13,650.00	\$1,850.00	\$25,900.00
02712.22	2" Two-Way Sanitary Sewer Cleanout	EA	4	\$1,800.00	\$7,200.00	\$2,260.00	\$9,040.00
02712.31	Connect to Existing Sanitary Sewer Manhole	LS	1	\$14,750.00	\$14,750.00	\$8,500.00	\$8,500.00
02712.41	2" SDR 11 HDPE Force Main	LF	2,860	\$29.50	\$84,370.00	\$28.50	\$81,510.00
02712.51	Meter Pit	EA	6	\$12,745.00	\$76,470.00	\$6,980.00	\$41,880.00
02800.01	18" CMP Culvert	LF	44	\$118.00	\$5,192.00	\$125.00	\$5,500.00
02895.01	Engineering Fabric	SY	6,010	\$3.75	\$22,537.50	\$4.00	\$24,040.00
013529.01	Safety and Emergency Response Requirements	LS	1	\$25,000.00	\$25,000.00	\$65,000.00	\$65,000.00
013543.01	Temporary Special and Hazardous Waste Storage and Handling Area	LS	1	\$13,850.00	\$13,850.00	\$8,000.00	\$8,000.00
027000.01	12-inch Borehole	VF	153	\$250.00	\$38,250.00	\$130.00	\$19,890.00
027000.02	6-inch Screen	VF	110	\$142.00	\$15,620.00	\$234.75	\$25,822.50
027000.03	6-inch Casing	VF	43	\$363.00	\$15,609.00	\$240.00	\$10,320.00
027000.04	Borehole Abandonment	VF	50	\$148.00	\$7,400.00	\$80.00	\$4,000.00
027000.05	Surface Completion	EA	6	\$1,270.00	\$7,620.00	\$2,588.50	\$15,531.00
027000.06	Pitless Adapter- Existing Well	EA	2	\$4,500.00	\$9,000.00	\$1,000.00	\$2,000.00
320519.16.01	60-Mil LLDPE Primary Liner	SF	335,000	\$1.16	\$388,600.00	\$1.03	\$345,050.00
320519.16.02	60-Mil LLDPE Secondary Liner and Drainage System	SF	335,000	\$1.62	\$542,700.00	\$1.38	\$462,300.00
320519.16.03	Ballast Tubes	LF	5,225	\$14.39	\$75,187.75	\$24.05	\$125,661.25
320519.18.01	Geocomposite	SF	335,000	\$1.12	\$375,200.00	\$0.90	\$301,500.00
323156.01	Wildlife Fence	LF	3,065	\$28.00	\$85,820.00	\$27.00	\$82,755.00
325000.01	Leak Detection Gravel	CY	30	\$102.75	\$3,082.50	\$590.00	\$17,700.00
330533.01	18" Side Slope Riser Assembly	EA	2	\$16,330.00	\$32,660.00	\$21,000.00	\$42,000.00
331136.01	Submersible Pumps	EA	6	\$3,950.00	\$23,700.00	\$5,350.00	\$32,100.00
331136.02	Flow Meter	EA	6	\$1,035.00	\$6,210.00	\$5,846.50	\$35,079.00
0260010.10	Electrical Work	LS	1	\$281,000.00	\$281,000.00	\$120,500.00	\$120,500.00
TOTAL BID					\$4,290,480.75		\$3,706,458.45
TOTAL BID (CALCULATED)					\$4,290,480.75		\$3,706,458.45
DIFFERENCE BETWEEN REVIEWED VS CALCULATED					\$0.00		\$0.00

Note:

Highlighted cells represent math error in bid form.

ATTACHMENT B
RESPONSIVENESS SUMMARY

ATTACHMENT B. RESPONSIVENESS SUMMARY

Required Bid Items	Wagner Ranch Services, LLC	LJS Concrete & Excavating, LLC	DRM, Inc.	Mountain View Building, Inc.	Excel Wyoming	Earth Work Solutions, Inc.	Prospect Construction, Inc.
Acknowledge Addendums 1 & 2	x	x	x	x	x	x	x
Bid Security	x	x	x	x	x	x	x
Signed and Executed Bid Form	x	x	x	x	x	x	x
Evidence of Authority to Sign	N/A	N/A	x				x
Equipment List and Rates	x	x	x	x	x	x	x
Labor Rates	x	x		x	x	x	x
Proof of SAM Registration	x	x	x	x			
Certification Regarding Lobbying	x	x	x	x	x		x
Wyoming Resident Contractor	x	x	x	x	x	x	x
Subcontractor List	x	x	x	x	x	x	x
Optional Bid Items	Wagner Ranch Services, LLC	LJS Concrete & Excavating, LLC	DRM, Inc.	Mountain View Building, Inc.	Excel Wyoming	Earth Work Solutions, Inc.	Prospect Construction, Inc.
Contractors Qualifications	x	x	x	x		x	x
Construction Schedule							
City Contractor's License			x	x			