

BUDGET

FISCAL YEAR 2026



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MESSAGE FROM THE CITY ADMINISTRATOR

To the Honorable Mayor, City Council Members, and Citizens of Sheridan,

As we prepare and begin the FY26 budget year, I would like to extend my sincere appreciation for your continued participation and commitment to stewarding our City's fiscal health. Your insight and perspectives continue to be invaluable as we navigate the challenges and opportunities ahead.

Introduction

As with every year, the principal guide for our budget priorities comes from our community vision and mission statements, our core values, along with our Strategic Framework with its six Outcome Areas (noted below) approved by Council have guided our overall budget process.

- Beautiful and Protected Environment,
- Excellent Governance and Services,
- Safe and Livable Community,
- Sustainable and Resilient Infrastructure,
- Thoughtful and Vibrant Development and
- Western Cultural Values

In addition to these, in February 2024, the City Council provided specific focus areas in preparation for the FY25 budget development that remain unchanged for the FY26 budget. They consisted of:

1. Providing and Stewarding Resources to Meet Community Needs.
2. Responsible Planning and Zoning Requirements.
3. Developing, Updating and Maintaining Planning Documents with Community Engagement.
4. Preserving the Downtown Atmosphere.
5. Responding to Community Concerns.

Altogether, Staff used these inputs to build the budget:

Projected Revenue

This year's revenues were impacted by a few factors including State Legislature bills that went into effect this calendar year reducing our projected property tax by over \$400,000. Additionally, we made the decision to not anticipate any FY25 rollover revenue, which further decreased this year's revenues by approximately \$900,000. To counter these reductions, our auditors noted that interest payments from various accounts should be allocated to the General Fund, adding another \$212,809 to our General Fund. Additionally, after a review, the Enterprise Funds increased their annual contribution by an additional \$269,268. With other slight changes both up and down, our overall budget was reduced from FY25's initial budget by only \$753,020.

MESSAGE FROM THE CITY ADMINISTRATOR

Although revenues and appropriations do not equal, the City of Sheridan has ensured all appropriations are supported by sufficient fund balances across both Enterprise and non-Enterprise Funds. The apparent imbalance is the result of an insurance settlement received in FY25 for hail damage incurred earlier in the year. These funds will be allocated for related expenditures in FY26.

We continue to take a conservative approach when estimating revenues, making sure not to overestimate any of our more than 30 revenue sources including items like cigarette and gas taxes, of which the City receives a portion from the State and County. Any revenue collected beyond our projections will be reflected as a budget surplus. Sales and use tax, along with property tax, remain our two largest sources of revenue.

This year, we continue to see a slight downturn in Sales and Use taxes from 3.3% at the beginning of FY25 to 1.0% with two months remaining in the fiscal year. Because of this trend, I have implemented a no-growth projection for our FY26 sales and use revenue from the previous FY.

The County is projecting the City of Sheridan's property taxes (which constitute 13.4% of our General Fund revenue) to decrease by an estimated 12.1% over last year. Offsetting the 25% Legislative reduction for Sheridan was the many commercial properties which were all taxed at their full rate.

Through our Tyler Munis Enterprise system, we can tell with a good degree of accuracy what to expect for FY25 overcollection. We are confident that there will be a budget surplus which can be addressed following our budget reconciliation through a budget revision.

Continuing to follow sustainable financial plans, the City's Water, Sewer, and Solid Waste Enterprise Funds are fiscally sound. Fund balances of each enterprise fund remain at healthy levels heading into FY26. The proposed budgets show total expenditures (Operating, Debt Service and Capital) exceeding projected revenues for both the Sewer and Solid Waste Funds, where the Water Fund's budget shows revenues exceeding total expenditures for the upcoming fiscal year. The fund balances for each enterprise fund will be subsequently affected. These occurrences are by design within our enterprise fund financial plans and are intended to happen in varying degrees, and with varying frequency, over time. Prepared in accordance with our long term financial plans, the proposed budgets have the assurance that they will not have an unhealthy impact on the Water, Sewer and Solid Waste Enterprise Funds ensuring all present and future fiscal obligations will be met, a high level of service will be provided and utility rates will be maintained as low as possible for our community. A review of the financial plans and proposed budgets affirms that the Enterprise Funds can continue to operate under the approved 5-year rate plans without need for change. These approved, annual rate increases consist of 0% for Water, 2.95% for Sewer, and 1.5% for Solid Waste and will go into effect on July 1, 2025.

Budgeted Appropriations

Across the General, GPET, and Direct Distribution funds, FY26 allocated amounts which include non-discretionary and discretionary items combined some of the following key categories of spending:

\$14,754,568 towards City, non-enterprise employee wages and benefits,

\$1,529,000 for new facilities and infrastructure projects,

\$238,000 for ongoing maintenance of City facilities,

\$591,850 towards new public safety equipment and projects,

\$170,900 for parks, pathways, and open spaces,

\$484,500 for community non-profit organizations,

\$1,169,999 for contracted professional services (i.e. engineering, attorney services, etc.), and

\$ 2,141,465 for contracted other services (i.e. custodial, equipment and street repair, etc.).

Capital Projects Fund. The FY26 budget includes \$29,143,000 for capital improvements. Funding includes \$5,650,000 of Cap Tax and Public Benefit and \$300,000 from Enterprise Funds. This budget also includes \$45,161,075 in anticipated FY25 carry-over funds. Major Projects include:

\$1,850,000 for pavement rehabilitation,

\$2,300,000 for the Residence Hill Infrastructure Improvements, and

\$1,000,000 for East Downtown improvements.

Personnel

In FY25 the City made great strides toward closing the gap of employee pay compared to that of other municipalities around the region. To maintain the gains made in previous years, this year we are proposing a modest cost of living increase of 1.75% and a one-step (1.25%) merit increase for employees achieving an average of all successes or higher and a yes for each core value on their annual evaluation.

In recognition of the recent Fire Master Plan, I am recommending the growth of the Fire Department by an additional three Firefighters which will be funded out of the General Fund. Additionally, to fill gaps in our Enterprise operations, we have added an additional GIS specialist, Supervisory Control and Data Acquisition (SCADA) engineer who will support both the water and wastewater treatment plants, along with another customer service specialist. These are all paid for by Enterprise Funds and will not require any adjustment to our current rate assessments.

MESSAGE FROM THE CITY ADMINISTRATOR

The following is a summary of FY26 Revenues and Appropriations:

Summary Table of FY26 Revenue and Appropriations		
Fund	Revenues	Appropriations
General-100	\$17,876,693	\$20,080,277
GPET-110	\$4,881,471	\$4,881,471
Direct Distribution- 120	\$2,526,734	\$2,526,734
Special Revenue - 200	\$693,551	\$779,085
Debt Service- 300	\$191,775	\$215,275
Capital Projects - 400	\$30,730,784	\$76,557,906
Water- 500	\$10,038,703	\$9,570,951
Sewer- 510	\$6,965,503	\$7,207,076
Solid Waste- 520	\$17,131,371	\$17,700,893
Weed & Pest- 530	\$297,236	\$220,102
Golf Course- 540	\$620,459	\$620,459

In conclusion, I want to thank all of my Department Heads and their staff who worked selflessly to reduce the impact of lowered revenues and stretch each dollar to its maximum ability. Additionally, I'd like to separate a special appreciation of Darla Hawkins and Heather Honken from the Treasurer's Department who worked extra-long hours to ensure accuracy of this budget and the success of the other departments; we couldn't have accomplished this without their dedication. Lastly, we could not have done this without the support and assistance of the Mayor and Council members in identifying proper vision, goals, and priorities for the City of Sheridan. Thank you.

Sincerely,



Stuart J. McRae
City Administrator

SHERIDAN AT A GLANCE

FORM OF GOVERNMENT

The governing body comprises the mayor, and six council members elected to serve a four-year term. The City Administrator is appointed by the body and serves as the chief executive officer, responsible for overseeing day-to-day operations, implementing policies set by the governing body, managing city departments, and preparing the budget.

LOCATION & SIZE

Sheridan is located on the eastern slope of the Big Horn mountains, 25 miles from the Montana border on Interstate 90 in north-central Wyoming. It has an area of 10.93 square miles with an elevation of 3,743 feet.

HISTORY

The town of Sheridan was founded one evening in the spring of 1882, when John D. Loucks, a local resident, sat on a hill above Goose Creek and envisioned a town in the valley below. He went to his cabin and sketched the town site on a piece of wrapping paper, naming it "Sheridan" in honor of General Phillip Sheridan, whom he had served under in the Civil War. Loucks later became the town's first postmaster and, in 1884, took office as the first mayor when Sheridan was formally incorporated.

SERVICES

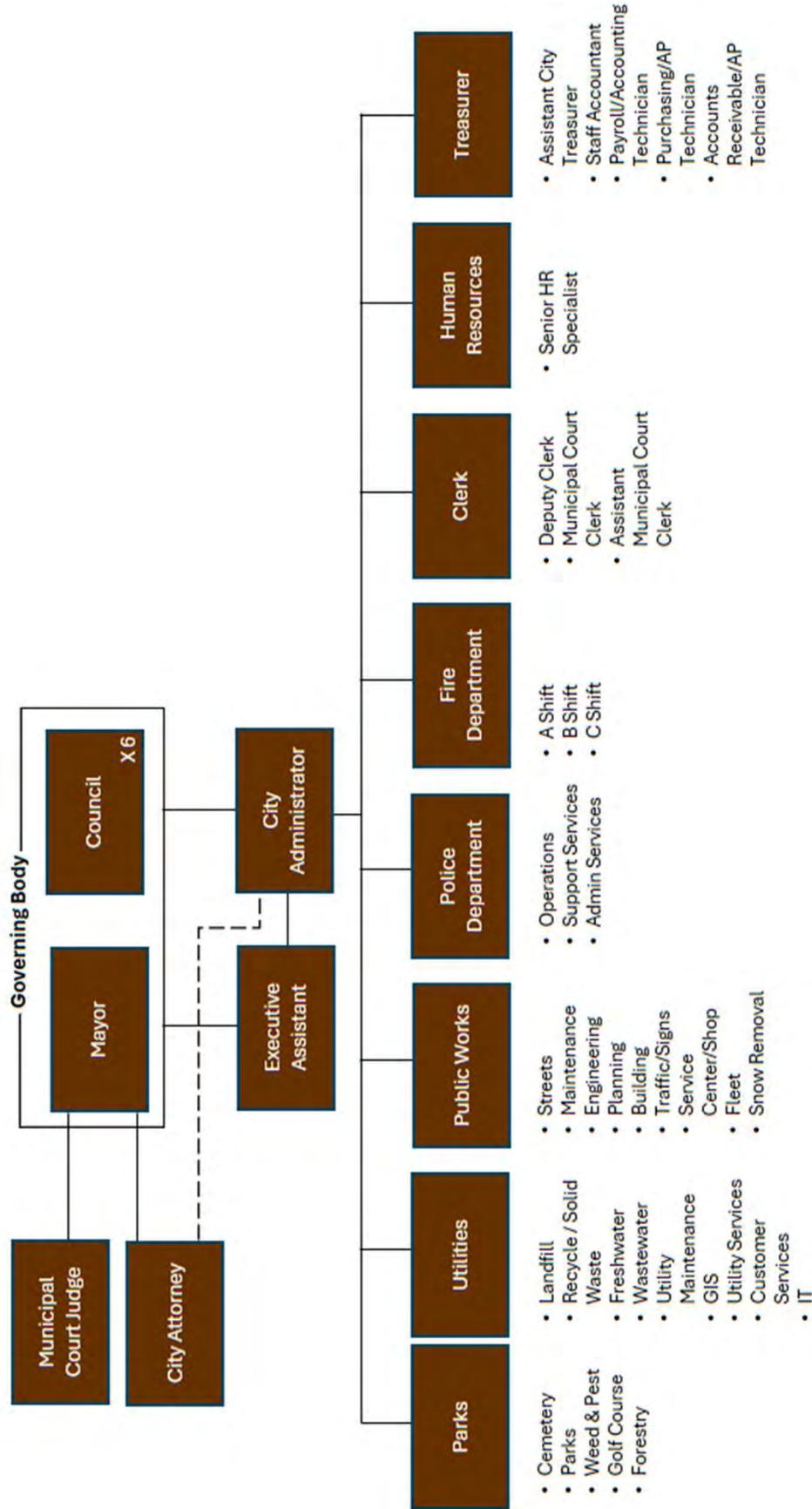
The City of Sheridan provides a full range of services, including police and fire protection, construction and maintenance of streets and other infrastructure, parks and pathways, water and sewer services, and sanitation services.

KEY DEMOGRAPHICS¹

- Population: 19,543 people (2023 estimate)
- Income
 - Median household income (2023) - \$61,598
 - Per capita income (2023) - \$39,180
- Home Values: Median house value (2023) - \$295,300
- Rent vs. Own: Housing units occupied by their owner (2023) – 62.0%
- Education:
 - High school or higher - 96.7%
 - Bachelor's degree or higher - 34.8%
- Top Ten Employers (as of April 2024):
 - Sheridan Memorial Hospital
 - Sheridan County School District #2
 - Sheridan VA Health Care System
 - Navajo Transitional Energy Company
 - Sheridan College
 - City of Sheridan
 - Sheridan County School District #1
 - Walmart
 - County of Sheridan
 - Volunteers of America Northern Rockies

1. <https://www.census.gov/quickfacts/fact/table/sheridancitywyoming/PST045219>, Sheridan County Chamber of Commerce

ORGANIZATION CHART



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VISION

We embrace “Our City” and its historical Western lifestyle and values while being focused on socio-economic diversity with open eyes, minds, and hearts in keeping Sheridan the community of choice for all.

MISSION

The City of Sheridan is dedicated to improving quality of life through responsible stewardship of the resources entrusted to us, with emphasis on public safety, exceptional service, livability, and infrastructure, while being accountable and professional.

CORE VALUES

Make a Difference - The primary purpose behind every City Staff action and activity does is to make a positive difference in the lives of our Citizens.

Take Initiative - In the absence of guidance, we seize opportunities to advance the Mission of the City of Sheridan.

Build Trust - We must ensure that we daily earn the trust of the people of Sheridan, even when no one is watching us.

Show Optimism - A positive attitude is a force multiplier and is contagious. We look for opportunities in every situation.

Promote Teamwork - Together Everyone Achieves More and that only occurs through collaboration with others.



Thoughtful and Vibrant Development

Sheridan encourages thoughtful, vibrant, and diversified development through collaboration with invested partners by:

- Inspiring technological advancements
- Preserving the downtown atmosphere
- Advancing a variety of economic development initiatives
- Supporting healthy amenities
- Remaining open to innovative development that complements our community



Beautiful and Protected Environment

Sheridan promotes beautiful and protected environments by upholding the principles of environmental responsibility, health, integrity, and overall aesthetics, leading to:

- Well groomed, diversified trees and a healthy green canopy
- A clean riverwalk and waterways
- Open spaces, expanded trails, and wildlife corridors
- Responsible planning and zoning requirements
- Community assistance for residents who want to improve their environments



Sustainable and Resilient Infrastructure

Sheridan will deliver sustainable and resilient infrastructure by:

- Well groomed, diversified trees and a healthy green canopy
- A clean riverwalk and waterways
- Open spaces, expanded trails, and wildlife corridors
- Responsible planning and zoning requirements
- Community assistance for residents who want to improve their environments



Safe and Livable Community

Sheridan will continue to improve upon its safe and livable community by:

- Responding to community concerns
- Providing appropriate staffing, equipment, positioning, and training to meet or exceed industry and community standards
- Minimizing the crime rate through high visibility efforts, approachability, and accountability
- Encouraging and incentivizing diversified housing development
- Supporting community-based risk reduction



Western Cultural Values

Sheridan embraces and protects its western cultural values by:

- Preserving and celebrating our heritage and historical landmarks
- Assisting with and promoting community events
- Respecting and valuing each individual
- Welcoming others
- Supporting non-profit entities that help community members within legal limitations



Excellent Governance and Services

Sheridan provides responsive governance and excellent city services by:

- Exercising responsible stewardship of City assets, including employees, facilities/infrastructure, and finances
- Engaging the community in developing strategic and master plans to guide decision-making
- Encapsulating transparency and accountability in our decisions and actions
- Ensuring effective lines of communication internally and externally to support employee and community engagement
- Producing clearly defined policies that are accessible to the staff and public

City Administrator

Stuart McRae

City Clerk

Ashlee Foster

City Treasurer

Darla Hawkins

Human Resources Director

Heather Doke

Public Works Director

Hanns Mercer

Parks Director

Steve Gage

Utilities Director

Dan Roberts

Fire Chief

Gary Harnish

Police Chief

Travis Koltiska

GOVERNING BODY



Richard Bridger
Mayor
01/2025-12/2028



Greg Luhman
Council Member
01/2023 - 12/2026



Andy Patceg
Council Member
01/2023 - 12/2026



Terry Weitzel
Council Member
01/2023 - 12/2026



Bev Leichtnam
Council Member
01/2025-12/2028



Steve Brantz
Council Member
01/2025-12/2028



Jack Wood
Council Member
01/2025-12/2028

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BUDGET PROCESS

The City of Sheridan's Annual Budget is adopted according to Generally Accepted Accounting Principles for all governmental funds. All unrestricted annual appropriations lapse at fiscal year-end.

The annual budget serves as the foundation for the City's financial planning and control. All departments of the City of Sheridan are required to submit requests for appropriation to the City Treasurer on or before March 30 of each year.

The Treasurer and City Administrator meet with department heads to review departmental budgets. The review includes staffing changes, ongoing expenses, and one-time purchases related to professional services, equipment, or projects.

In accordance with Wyoming Statute §16-4-104 and Charter Ordinance 2202, the City Administrator must prepare the tentative budget and file it with the Governing Body no later than May 15 of each year. The Governing Body shall review and consider the proposed budget in a regular or special meeting called for this purpose. A public hearing shall be held no later than the third Tuesday in June. This year's public hearing was held on June 17, 2025. Within twenty-four (24) hours of the conclusion of the public hearing, the Governing Body shall, by resolution or ordinance, make the necessary appropriations and adopt the budget, which, subject to future amendment, shall be in effect for the next fiscal year.

Following publication of notice and with the approval of the Governing Body, any unencumbered or unexpended appropriation balance, or any portion thereof, may be transferred from one fund, department or account to another, provided that such transfers are first reviewed and approved by the City Administrator and Treasurer.

City officers and employees are prohibited from making any expenditures or incurring any obligations that exceed the total budget appropriated for their department. Management is authorized to adjust appropriations within a department's budget without requiring approval from the Governing Body.

FUND OVERVIEW

The City's governmental functions and accounting system are organized, controlled, and operated on a fund basis. A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. Each fund has its own set of self-balancing accounts comprised of assets, liabilities, fund equity, revenues, and expenditures.

The City of Sheridan's FY26 budget contains 11 separate funds for the City's services, including general government administration, public safety, public works, parks and recreation, enterprise funds, and capital projects.

GENERAL FUND

The General Fund is the City's main operating fund, used to account for all revenues and expenditures not designated for other specific funds. It is primarily supported by property taxes, sales & use taxes, licenses and permits, intergovernmental revenues, service charges, and fines. Expenditures from the General Fund cover the City's major functions and are unrestricted in their use, providing flexibility in funding essential municipal services.

GENERAL PURPOSE EXCISE TAX (GPET) FUND

The General Purpose Excise Tax Fund accounts for revenues generated from the voter-approved general purpose optional sales tax, often referred to as the "fifth-penny" tax in Wyoming. Although considered "general purpose," the use of these funds is restricted to specific categories identified by the City, such as infrastructure improvements, streets and road maintenance, public safety, parks and recreation, and other community services. Expenditures from this fund must align with the purposes presented to voters and approved by the Governing Body.

DIRECT DISTRIBUTION FUND

The Direct Distribution Fund accounts for revenues received directly from the State of Wyoming, typically derived from state-shared revenues such as the state's portion of sales tax or mineral royalties. These funds are distributed to municipalities according to a formula established by the state and are intended to support general operations or specific municipal projects. Expenditures from this fund are generally unrestricted, however the State discourages the use of these funds for personnel costs such as salaries/wages and benefits.

SPECIAL REVENUE FUND

The Special Revenue Fund is used to account for the proceeds of specific revenue sources such as governmental grants and/or contracts with other organizations whose revenue is legally restricted and designated to finance specific functions or activities of the City.

DEBT SERVICE FUND

The Debt Service Fund is used to account for the City's general debt, not related to the Enterprise Funds. Revenues accounted for in the Debt Service Fund are derived specifically from the transfer of funds from the General Fund and from Special Assessment fees. Expenditures from this fund include the annual payments for principal and interest on these loans and leases.

FUND OVERVIEW

CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for the acquisition, construction, or renovation of capital facilities or other equipment that ultimately become capital assets. Revenue is typically derived from the Capital Facilities Tax (the 6th penny of sales and use tax), GPET Tax (the 5th penny of sales and use tax), Franchise Fees charged to public utility companies, and transfers from the enterprise funds. The fund ensures that long-term infrastructure needs and major capital improvements are properly financed and managed.

ENTERPRISE FUNDS

The Enterprise Funds are used to account for the City's business-type activities. These funds impose fees or charges for services. The City of Sheridan has five Enterprise Funds. They are the Water, Sewer, Solid Waste, Weed & Pest, and Golf Course Funds.

The Water Fund is used to account for the revenues and expenditures associated with providing potable water to the residents of Sheridan.

The Sewer Fund is used to account for the revenues and expenditures associated with the collection and treatment of sewage.

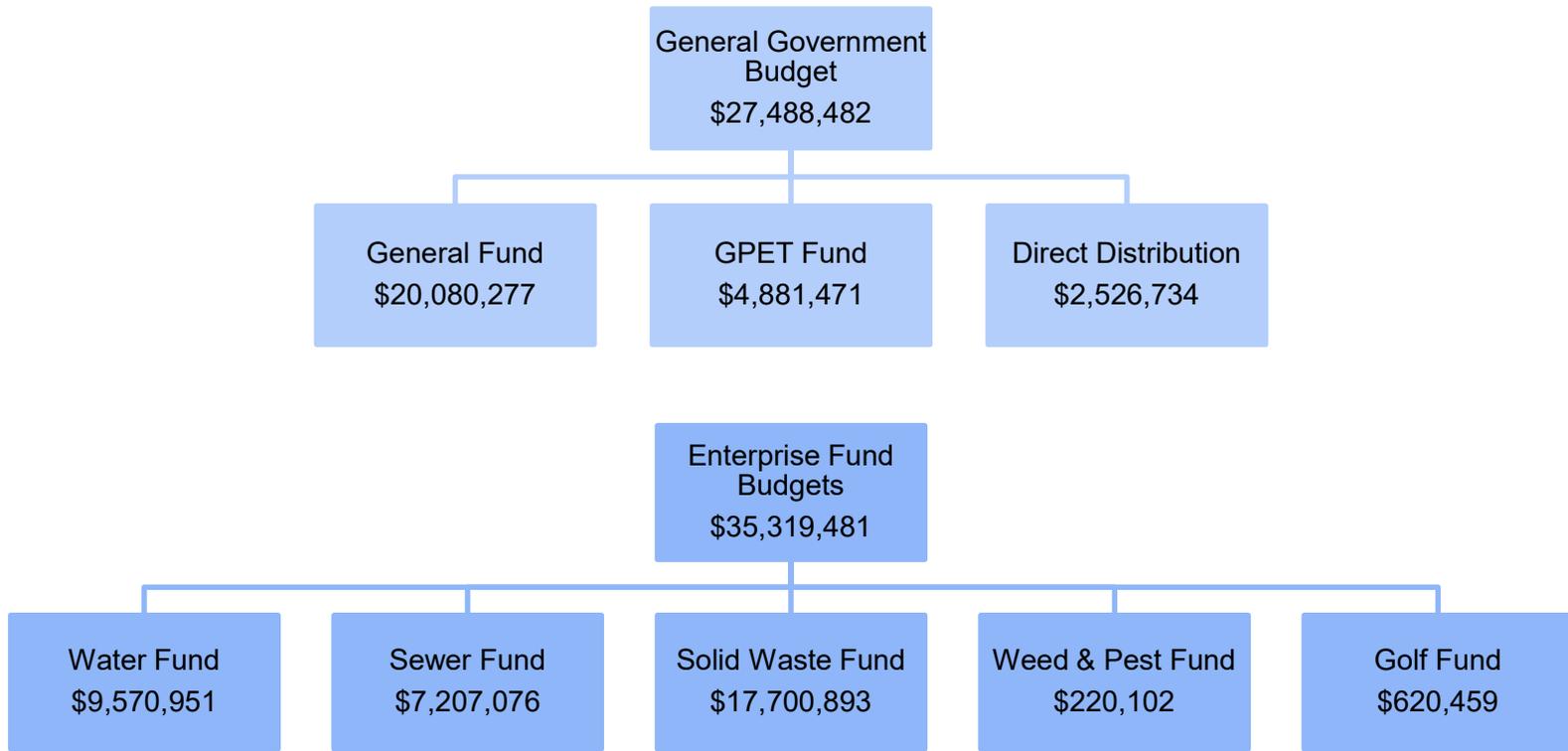
The Solid Waste Fund is used to account for the revenues and expenditures associated with the collection, recycling, and burying of garbage and recyclable items, including green waste.

The Weed and Pest Fund is used to account for the revenues and expenditures associated with summertime spraying for mosquito control.

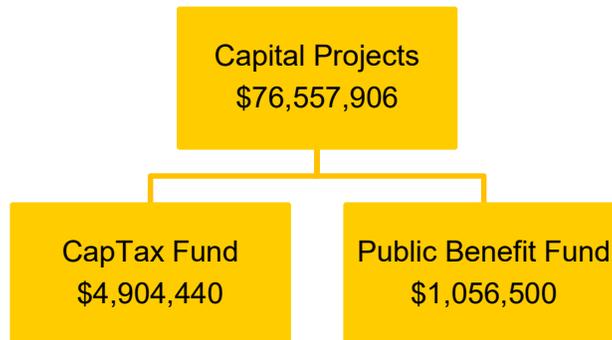
The Golf Course Fund is used to account for the revenues and expenditures associated with the running of Kendrick Golf Course.

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FUND SPEND OVERVIEW



SPECIAL FUND OVERVIEW (ROLLOVER AND TRANSFERS)



Special Revenue Fund
\$779,085

Debt Service Fund
\$215,275

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BUDGET ASSUMPTIONS

Expenditure Assumptions

For this fiscal year, we are anticipating flat growth in Sales & Use Tax revenues and a reduction in Property Tax collections due to recent legislative changes. Revenue projections for other sources remain conservative and are based on a four-year historical average.

Health insurance premiums are increasing by 4%. Last year, to offset a significant cost increase, we modified the health plans offered to employees. At that time, we budgeted conservatively without knowing employees' plan selections. Now that enrollments are confirmed, the FY26 health insurance budget is decreasing by approximately \$13,000 across all funds compared to FY25.

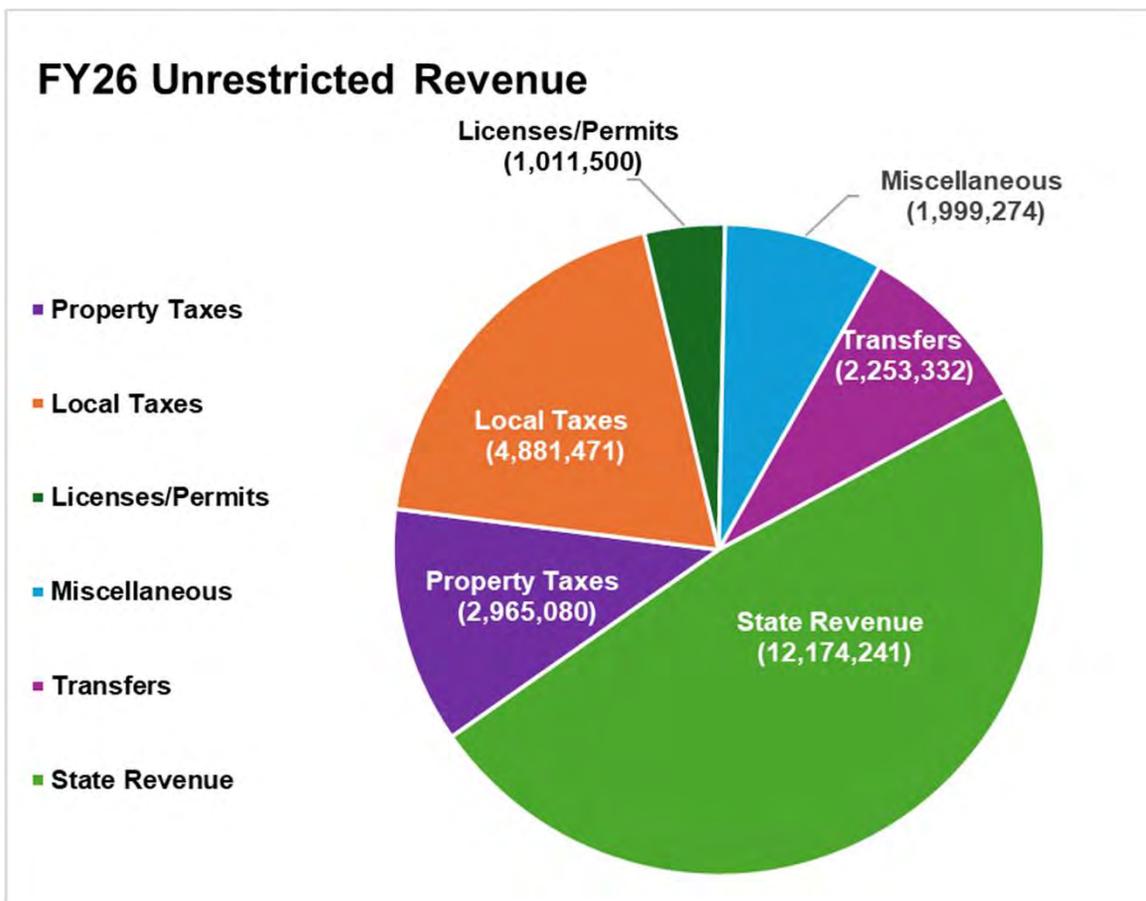
Dental insurance rates remain unchanged, resulting in no additional cost to the City this year.

Workers' Compensation rates have decreased from 1.58% to 1.20%, leading to a projected savings of approximately \$52,480 across all funds.

The Wyoming Retirement System contribution rate for the Law Enforcement plan will increase by 1.8%, equating to an estimated cost increase of \$36,256 to the City.

Property and auto insurance premiums are rising—22% for property and 10% for auto.

The General Fund will reflect an unbalanced budget due to the timing of hail damage insurance reimbursements. The claim payment was received in late FY25, but expenditures for related repairs (roofs and vehicles) are not budgeted until FY26, creating a the imbalance.



REVENUE & EXPENDITURE BY FUND

Fund	Rev/Exp Description	FY24 Actuals	FY25 Actuals	FY25	
				Revised Budget	FY26 Budget
General					
10	Revenue				
	Revenue	(15,511,165)	(15,867,801)	(15,884,345)	(15,623,361)
	Transfers In	(2,035,337)	(1,839,612)	(2,214,572)	(2,253,332)
	Revenue Total	(17,546,503)	(17,707,413)	(18,098,917)	(17,876,693)
	Expense				
	Capital	433,644	-	75,000	43,000
	Operating	3,604,855	2,421,625	3,687,796	2,761,470
	Transfers Out	283,844	383,712	460,454	2,579,368
	Personnel	11,986,691	11,031,696	14,083,162	14,696,439
	Expense Total	16,309,034	13,837,033	18,306,412	20,080,277
	General Total	(1,237,469)	(3,870,380)	207,495	2,203,584
GPET					
11	Revenue				
	Revenue	(3,498,758)	(4,534,265)	(5,080,593)	(4,881,471)
	Revenue Total	(3,498,758)	(4,534,265)	(5,080,593)	(4,881,471)
	Expense				
	Capital	938,780	237,544	424,500	251,000
	Operating	2,071,135	1,743,469	3,019,740	2,749,942
	Transfers Out	42,118	1,761,931	1,929,118	1,822,400
	Personnel	14,690	-	53,160	58,129
	Expense Total	3,066,723	3,742,944	5,426,517	4,881,471
	GPET Total	(432,035)	(791,321)	345,924	-
Direct Distribution					
12	Revenue				
	Revenue	(2,738,203)	(2,526,733)	(3,028,154)	(2,526,734)
	Revenue Total	(2,738,203)	(2,526,733)	(3,028,154)	(2,526,734)
	Expense				
	Capital	403,144	134,192	600,130	225,000
	Operating	1,617,187	1,865,980	3,185,842	2,301,734
	Transfers Out	150,000	21,871	26,245	-
	Expense Total	2,170,330	2,022,043	3,812,217	2,526,734
	Direct Distribution Total	(567,873)	(504,690)	784,063	-

REVENUE & EXPENDITURE BY FUND

Fund	Rev/Exp Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Special Revenue					
20	Revenue				
	Revenue	(329,853)	(142,001)	(474,531)	(543,551)
	Transfers In	-	(833)	(1,000)	(150,000)
Revenue Total		(329,853)	(142,835)	(475,531)	(693,551)
Expense					
	Capital	216,810	87,821	296,003	81,696
	Operating	94,471	15,435	65,217	385,969
	Transfers Out	-	-	-	-
	Personnel	80,278	39,518	219,605	311,420
Expense Total		391,560	142,774	580,825	779,085
Special Revenue Total		61,707	(61)	105,294	85,534
Cap Tax					
21	Revenue				
	Revenue	(19,187)	(4,292,695)	(4,914,388)	(4,904,440)
Revenue Total		(19,187)	(4,292,695)	(4,914,388)	(4,904,440)
Expense					
	Transfers Out	-	4,292,695	4,914,388	4,904,440
Expense Total		-	4,292,695	4,914,388	4,904,440
Cap Tax Total		(19,187)	(0)	-	-
Public Benefit					
22	Revenue				
	Revenue	(56,958)	(744,806)	(1,056,451)	(1,056,500)
Revenue Total		(56,958)	(744,806)	(1,056,451)	(1,056,500)
Expense					
	Transfers Out	-	821,764	1,113,409	1,056,500
Expense Total		-	821,764	1,113,409	1,056,500
Public Benefit Total		(56,958)	76,958	56,958	-

REVENUE & EXPENDITURE BY FUND

Fund	Rev/Exp Description	FY24 Actuals	FY25 Actuals	FY25	
				Revised Budget	FY26 Budget
Debt Service					
30					
Revenue					
	Revenue	(103,219)	(37,801)	(40,256)	(35,000)
	Transfers In	(104,163)	(252,143)	(302,572)	(156,775)
Revenue Total		(207,382)	(289,945)	(342,828)	(191,775)
Expense					
	Operating	135,863	229,645	342,828	215,275
Expense Total		135,863	229,645	342,828	215,275
Debt Service Total		(71,519)	(60,299)	-	23,500
Cap Projects					
40					
Revenue					
	Revenue	(10,961,181)	(1,235,064)	(13,322,919)	(20,948,200)
	Transfers In	(12,556,750)	(9,767,959)	(32,537,699)	(9,782,584)
Revenue Total		(23,517,932)	(11,003,024)	(45,860,618)	(30,730,784)
Expense					
	Capital	20,298,898	11,901,158	55,933,948	74,197,077
	Operating	976,423	517,710	1,064,147	2,360,829
	Transfers Out	-	106,862	106,862	-
Expense Total		21,275,321	12,525,730	57,104,957	76,557,906
Cap Projects Total		(2,242,611)	1,522,706	11,244,339	45,827,122
Water					
50					
Revenue					
	Revenue	(11,484,283)	(6,399,334)	(11,292,153)	(9,989,045)
	Transfers In	(38,658)	(197,154)	(217,258)	(49,658)
Revenue Total		(11,522,941)	(6,596,488)	(11,509,411)	(10,038,703)
Expense					
	Capital	(5,021,921)	90,540	571,000	12,000
	Operating	5,512,805	2,039,166	2,496,540	3,047,391
	Transfers Out	6,753,057	1,816,519	6,539,401	4,359,856
	Personnel	1,911,167	1,558,375	2,002,721	2,151,704
Expense Total		9,155,108	5,504,600	11,609,662	9,570,951
Water Total		(2,367,834)	(1,091,888)	100,251	(467,752)

REVENUE & EXPENDITURE BY FUND

Fund	Rev/Exp Description	FY24 Actuals	FY25 Actuals	FY25	
				Revised Budget	FY26 Budget
Sewer					
51					
Revenue					
	Revenue	(4,974,873)	(3,101,519)	(12,392,009)	(6,959,503)
	Transfers In	(6,210)	(3,271)	(6,000)	(6,000)
Revenue Total		(4,981,083)	(3,104,790)	(12,398,009)	(6,965,503)
Expense					
	Capital	(99,091)	49,714	50,000	281,722
	Operating	2,354,173	1,265,770	1,405,494	1,520,760
	Transfers Out	2,139,426	599,059	9,717,581	3,968,679
	Personnel	1,195,985	1,004,039	1,279,914	1,435,915
Expense Total		5,590,493	2,918,582	12,452,988	7,207,076
Sewer Total		609,410	(186,208)	54,979	241,573
Solid Waste					
52					
Revenue					
	Revenue	(10,553,852)	(7,590,071)	(15,847,461)	(17,021,586)
	Transfers In	(204,114)	(50,853)	(25,000)	(113,685)
Revenue Total		(10,757,966)	(7,640,923)	(15,872,461)	(17,135,271)
Expense					
	Capital	(1,602,476)	160,075	1,242,318	1,194,848
	Operating	3,072,755	1,850,445	2,233,855	2,381,003
	Transfers Out	5,422,286	2,415,155	10,332,045	11,289,455
	Personnel	2,515,740	2,213,353	2,675,424	2,835,587
Expense Total		9,408,304	6,639,028	16,483,642	17,700,893
Solid Waste Total		(1,349,661)	(1,001,895)	611,181	565,622
Weed & Pest					
53					
Revenue					
	Revenue	(302,763)	(224,069)	(282,566)	(297,236)
	Transfers In	-	-	-	-
Revenue Total		(302,763)	(224,069)	(282,566)	(297,236)
Expense					
	Capital	-	-	-	-
	Operating	85,147	31,665	59,570	58,069
	Transfers Out	76,000	21,667	26,000	26,000
	Personnel	114,713	109,061	122,077	136,033
Expense Total		275,860	162,392	207,647	220,102
Weed & Pest Total		(26,902)	(61,677)	(74,919)	(77,134)

REVENUE & EXPENDITURE BY FUND

Fund	Rev/Exp Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Golf Course					
54					
Revenue					
	Revenue	(363,385)	(256,231)	(338,400)	(358,050)
	Transfers In	(207,469)	(188,537)	(226,245)	(262,409)
Revenue Total		(570,854)	(444,768)	(564,645)	(620,459)
Expense					
	Capital	-	14,531	15,000	80,000
	Operating	354,712	225,814	303,740	268,115
	Personnel	254,220	179,210	261,158	272,344
Expense Total		608,932	419,555	579,898	620,459
Golf Course Total		38,078	(25,213)	15,253	-

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GENERAL FUND REVENUE DETAIL

Fund	Account Description	FY25			
		FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
General					
10					
Revenue					
	Accounting Services	(40,000)	(20,000)	(40,000)	(60,000)
	Appreciation	3	(2)	-	-
	Build Permits/Inspections	(1,032,454)	(839,727)	(820,000)	(850,000)
	Cemetery Lots/Openings	(66,450)	(53,135)	(66,000)	(66,000)
	Cigarette Taxes	(87,233)	(59,472)	(80,000)	(69,000)
	Contributions	(185,759)	(147,273)	(197,467)	(207,360)
	Court Costs	(13,847)	(13,084)	(13,000)	(14,565)
	Court Fines/Forfeitures	(266,319)	(232,872)	(275,000)	(270,000)
	CPR Class Fee	(735)	(1,400)	(140)	(500)
	Department of Agriculture	-	-	-	-
	Gasoline Tax	(771,357)	(650,262)	(735,000)	(738,888)
	Interest	(754,920)	(1,625,812)	(550,000)	(1,143,199)
	Liquor Licenses	(78,775)	(71,719)	(72,000)	(70,000)
	Mineral Royalties	(837,030)	(631,943)	(800,000)	(819,957)
	Miscellaneous	(41,971)	(2,338,898)	(871,196)	(36,000)
	Motor Vehicle Tax	(600,846)	(511,394)	(530,000)	(600,000)
	Occupation Licenses	(87,362)	(127,032)	(65,000)	(90,000)
	Other Licenses/Permits	(1,913)	(1,174)	(1,500)	(1,500)
	Other Local Government	(120,000)	(91,056)	(120,000)	(120,000)
	Pari-Mutuel	(650,814)	(358,954)	(500,000)	(700,000)
	Passport Execution Fee	(35,335)	(28,797)	(30,000)	(30,000)
	Planning Fees	(49,990)	(17,938)	(20,000)	(20,000)
	Property Tax	(2,584,773)	(1,892,217)	(2,729,500)	(2,365,080)
	Rental Revenue	(6,650)	(4,750)	(6,650)	(6,650)
	Sale of Capital Assets	(66,837)	(31,399)	-	-
	Severance	(690,290)	(523,948)	(690,000)	(687,770)
	Skill Based Amusement Games	(71,270)	(24,122)	(75,000)	(60,000)
	State Lottery	(139,601)	(52,276)	(125,000)	(125,000)
	State Sales Tax	(5,790,840)	(4,954,645)	(5,950,777)	(5,950,777)
	State Use Tax	(503,136)	(409,953)	(521,115)	(521,115)
	Transfer from Cap Project Fund	-	(106,862)	(106,862)	-
	Transfer from GPET Fund	-	(27,963)	(99,645)	-
	Transfer from Pub Benefit Fund	-	(16,000)	(24,000)	-
	Transfer from Sewer Fund	(427,500)	(287,075)	(430,613)	(398,021)
	Transfer from Solid Waste Fund	(783,300)	(526,351)	(789,526)	(999,455)
	Transfer from Water Fund	(731,700)	(491,951)	(737,926)	(829,856)
	Transfer from Weed/Pest Fund	(26,000)	(17,333)	(26,000)	(26,000)
	WY Department of Health	-	-	-	-
	Marion House Rent	(1,500)	(3,200)	-	-
General Fund Total		(17,546,503)	(17,191,990)	(18,098,917)	(17,876,693)

GENERAL FUND REVENUE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10000				
	4012		(\$2,365,080)	Property Tax is estimated by Sheridan Country. 2026 is based on the new Tax reductions
	4013		(\$600,000)	County Auto Tax and VIN Inspection fees
	4120		(\$850,000)	Average of Actuals for last three years 894K
	4130		(\$90,000)	Contractor, Journeyman, Master-of-Record, and Tree Trimmer's license per set Master Fee Schedule. Using average of last three years.
	4150		(\$1,500)	Mobile Vending Permits, Alcohol Permits, Street Permits, Special Events Permits, and Park Permits
	4310		(\$5,950,777)	CREG Book shows no change
	4311		(\$521,115)	CREG Book shows no change
	4312		(\$69,000)	Trending decrease with final FY25 total estimated at 74,845
	4313		(\$819,957)	CREG book shows decrease 2.11% with a projection of FY25 ending at 837,631
	4314		(\$687,770)	Based on CREG decrease 1.55% and a projection of FY25 ending at 698,598
	4315		(\$738,888)	Estimated finale FY25 total 763,272. Projecting an average of 6 years
	4370		(\$125,000)	Estimated FY25 total is looking to be under budget.
	4371		(\$700,000)	Trending increase of last 6 years. Projected final FY25 total at 741,219
	4372		(\$60,000)	Skilled-Based Games 4-year trend.
	4490		(\$120,000)	Dispatch Salaries
	4610		(\$60,000)	SC T&T New Contract agreement starting FY26
	4710		(\$14,565)	Average of last 6 years
	4810		(\$1,143,199)	With projected ending FY25 @ \$2.169M and a 1.25% reduction in interest rates
	4812		(\$6,650)	Bee Tree - Smith Alley Agreement expires 05 2028. Rent is May 1st through December 1
	4820		(\$207,360)	FY26 VAMC - Department of Veterans Affairs 5% increase each year
	4860		(\$4,700)	Liquor License Publication Fees
	4860		(\$2,000)	OpenGov
	4860		(\$1,000)	Restitution
	4860		(\$15,000)	Safe Rides
	4860		(\$850)	Public Records Request
	4860		(\$250)	Collections Professionals
	4860		(\$200)	VSP Enrollment
	4860		(\$4,000)	Additional Misc Revenue
	4860		(\$8,000)	Contingent Marion House Rent for 5 months Project code 0259P

GENERAL FUND REVENUE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10000				
	5050		(\$829,856)	Transfer from Water
	5051		(\$398,021)	Transfer from Sewer
	5052		(\$999,455)	Transfer from Solid Waste
	6899		\$8,000	Contingent Marion House Rent 5 months to transfer to Fund 400 Project code 0259P
	6899		\$77,441	FY26 unallocated funds

GENERAL FUND REVENUE SOURCES

General Fund Revenue Categories

The City of Sheridan receives revenues from various sources which must be used prudently to provide services to residents and businesses. The General Fund revenues are divided into eight basic categories. Below is a breakdown of the sources of revenue included in the FY26 budget.

- **Local Revenue** - property tax, vehicle tax, and lodging tax
- **Licenses/Permits** - building/planning permits and liquor/contractor licenses
- **Other Local** - revenue from Sheridan County for shared 911 services
- **State Revenue**- sales taxes, mineral royalties, severance taxes, and other revenue from the State of Wyoming
- **Charges** - passport fees and cemetery fees
- **Fines/Forfeitures** - municipal code violations
- **Miscellaneous** - Interest, contributions, sale of fixed assets, and other miscellaneous revenues
- **Transfers** - charges assessed to the Enterprise Funds for the administrative costs of general government.

Top General Fund Revenue Sources	
Sales/Use Tax	33.29%
Property Tax	13.23%
Interest	6.93%
Transfer from Solid Waste Fund	5.59%
Build Permits/Inspection	4.75%
Transfer from Water Fund	4.64%
Mineral Royalties	4.59%
Gasoline Tax	4.13%
Pari-Mutuel	3.92%
Severance Tax	3.85%

LOCAL REVENUE

Property Tax

Property taxes are based on property value assessments determined by the Sheridan County Assessor. As of March 29, 2026, the City of Sheridan's assessed value for 2025 — which will be collected by the County during Fiscal Year 2026 — includes 7,396 residential properties and 2,127 commercial properties, with a total valuation of \$301,741,046. This represents a decrease from the previous year's valuation of \$341,187,500.

The primary reasons for the reduction in assessed valuation are three legislative changes enacted over the past two sessions. First, House Bill 0045, passed by the 2024 Legislature, limits annual increases in assessed property values to no more than 4%, effective beginning with the 2024 tax year. Second, House Bill 0003, also passed in 2024, will phase in beginning January 2025, providing a 50% valuation reduction for long-term homeowners — those aged 65 or older who have owned a home in Wyoming for at least 25 years. Third, Senate File 0069, passed during the 2025 Legislature, exempts 25% of the first \$1,000,000 of property valuation for all other properties, effective immediately for the 2025 tax year with no expiration date.

This resulted in an approximate \$315,500 reduction of property tax revenue from FY25 to FY26.

Vehicle Tax

Vehicle taxes are collected by the Sheridan County Treasurer and are remitted to the City. The FY26 projected revenue reflects a slight increase.

LICENSES/PERMITS

Permits

Building and inspection permit revenue is generated through the issuance of various permits, as established by Resolution 18-17. These fees represent 4.75% of the City's General Fund revenue. In addition to building permits, the City issues permits for zoning, plan reviews, street and curb cuts by contractors, as well as permits for mobile vending, alcohol sales, special events, and park use.

Licenses

The two most common types of licenses issued by the City are liquor licenses and contractor licenses. Various categories of liquor licenses exist, with some fees established by state statute and others set by the City. Contractor licenses are required for contractors, subcontractors, journeymen, masters-of-record, private garbage and refuse haulers, and tree trimmers. These licensing requirements are intended to ensure that bonding and insurance standards are met and that individuals performing permit-required work within the City possess the necessary experience and education to uphold City standards.

Sales and Use Tax

Sales and Use tax is the largest revenue contributor (36.13%) to General Fund. Wyoming Statute §39-15-111 governs the distribution process for the 4% state sales tax. Of the amount collected, 69% of the tax is credited to the State's General Fund. From the remaining 31%, the State deducts 1% as an administrative fee. The remaining balance is distributed, based on population, to Sheridan County and its municipalities. The City receives 60% of the sales and use tax distributed to Sheridan County.

Gasoline and Special Fuel Tax

Fuel tax on gas and diesel (special fuels) sales are described in Wyoming Statute §39-17-111 and §39-17-211. The Wyoming fuel tax is \$0.24 per gallon on gas and diesel. Fifteen percent of the gas tax (after deduction for a contribution to the University Technology Transfer Program) is distributed to cities and towns in Wyoming based on a combination of location of the dealers and a ratio of the population between cities and towns. For diesel fuel, 5% is distributed to cities and towns based on a ratio of total population of the municipality to the total population of all municipalities within the state.

Cigarette Tax

Wyoming imposes a tax of \$0.12 per pack of cigarettes, collected by wholesalers, who keep 6% of what they collect. Of the remaining amount, one-third is distributed to cities, towns, and counties, with the rest divided between the State General Fund and local governments. Although tobacco taxes increased in 2003, the additional revenue from that increase does not benefit cities, towns, or counties.

Mineral Royalties

Mineral royalties are set by Wyoming Statute §9-4-601 which states that 9.375% of up to \$198 million of Federal Mineral Royalties, not including coal bonus funds received by the State of Wyoming, will be distributed to cities and towns to be used for planning, construction or maintenance of public facilities or providing public services. After a base amount, the total is distributed to municipalities based on the Average Daily Membership of students in each municipality.

Mineral Severance Tax

Mineral severance taxes are set by Wyoming Statute §39-14-801. Wyoming law provides that 9.375% of up to \$198 million in Federal Mineral Royalties (excluding coal bonus payments) received by the State each year is distributed to cities and towns. In addition, each city or town with a population over 325 receives a \$15,000 base payment per year, while towns with 325 residents or fewer receive \$12,000. After these base amounts are deducted from the total available funds, the remaining distribution is based on the ratio of each county's school district Average Daily Membership (ADM) compared to the state's total ADM. Within each county, funds are then divided among cities and towns based on their share of the county's total population.

Historic Horse Racing Payout

Historic Horse Racing is off-track horse racing wagering that is played in approved, permitted locations. The activity is regulated by the Wyoming Pari-Mutuel Commission. In accordance with Wyoming Statute §11-25-105, the commission may issue pari-mutuel permits for a specified period not to exceed three (3) years from the date of issuance to any Wyoming county, city, incorporated town, county fair board or any corporation that provides a bond acceptable to the commission.

The commission pays an amount equal to one percent (1%) of the total amount wagered attributable to historic pari-mutuel events to the county, city or town in which the permittee is located.

Lottery Proceeds

Lottery proceeds are set by Wyoming Statute §9-17-111, where each quarter, the Wyoming Lottery Corporation transfers net proceeds (after prizes and certain expenses) to the State Treasurer's Office. Once deposited, these funds become the property of the State of Wyoming. At least once per fiscal year, the State Treasurer distributes the lottery proceeds to counties, cities, and towns for their general funds. The distribution is based on the percentage of total lottery ticket sales made in each county (including its cities and towns) compared to statewide sales. Funds within each county are then distributed among the cities and towns according to a set formula.

The source of his revenue is the Wyoming Lottery - WyoLotto - Which features Powerball, Cowboy Draw, Lucky for Life, 2 by 2, Keno and Mega Million games sold through approved retailers.

Skill Based Amusement Games

Skilled Based Games are a category of games in which the outcome is influenced primarily by the player's skill rather than chance. These games often require strategy, hand-eye coordination, or knowledge, and may include certain types of video games, arcade games, or competitive electronic games. In the state of Wyoming, vendors offering Skilled Based Games are required to remit 20% of the gross proceeds to the Wyoming Gaming Commission. This 20% is then distributed as follows: 9% is allocated to the School Foundation Program Association, 9% is directed to the city and/or county where the game is located, and the remaining 2% is retained by the Wyoming Gaming Commission to support regulatory oversight and enforcement activities.

CHARGES/FEES

Charges and Fees

The City serves as an acceptance facility for passport applications on behalf of the U.S. Department of State and collects a \$35 service fee as mandated. Additionally, the City charges fees for the purchase of cemetery plots, columbarium niches, and for burial services.

The City's charges, fees, and rates are more particularly described and outlined in our Master Fee Schedule approved on July 5, 2023, by Resolution #34-23 and are effective July 1, 2023.

FINES/FORFEITURES

Fines/Bond Forfeitures

Fines are set by the municipal court for violations of city ordinances and state statutes. The citations are issued based on the bond approved by the Judge. Bonds are forfeited when a defendant fails to appear before the court after a period of time.

TRANSFERS

Transfers

Transfers represent the movement of resources between different funds within the City's financial structure. They are used to allocate funding from one fund to another to support operations, capital projects, debt service, or other financial needs. Transfers are a common tool to ensure that resources are available where needed to meet the City's goals and obligations. All transfers are budgeted and must comply with applicable legal, financial, and policy requirements. Transfers do not represent new revenue but rather a reallocation of existing resources.

The Enterprise Funds contribute to the General Fund through transfers that help cover the cost of administrative support services. These costs are allocated based on each enterprise fund's share of the City's total full-time equivalent (FTE) positions. The FTE percentage for each fund is multiplied by the General Fund's administrative services budget to determine the amount each enterprise fund transfers.

The Water Fund, Sewer Fund, Solid Waste Fund, and Weed and Pest Fund all utilize administrative services provided by City Hall, and are charged accordingly for their share of these services.

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GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10	Expense						
	000						
		Treasurer					
		Contingency	-	-	393,433		77,441
110							
		Municipal Court					
		Bank/CC Fees	8,122	9,245	6,500		12,000
		Contractual-Other	-	11	-		1,850
		Contractual-Professional	99,053	101,933	135,000		137,300
		Copier Supplies	-	-	-		400
		Department Functional Supplies	-	264	-		-
		Employee Insurance	97	343	8,777		9,492
		Fica	4,621	4,377	6,313		8,718
		FT Salaries/Wages	58,814	57,052	82,517		113,965
		Insurance-Liability	453	1,283	530		315
		Miscellaneous	3,589	982	3,000		-
		Office Supplies	2,173	943	3,500		2,000
		Overtime	881	323	-		500
		Petroleum Products	-	-	-		300
		Postage	338	301	500		-
		Printing	1,661	859	2,000		2,600
		PT Salaries/Wages	706	-	2,112		-
		Retirement	6,826	6,652	9,588		13,243
		Software & Website Fees	7,104	7,615	12,000		9,000
		Technology Equipment	83	806	2,100		-
		Telecom Services	901	1,315	1,800		1,260
		Travel/Training	2,353	2,625	7,549		6,860
		Uniforms/Clothing	3,592	-	-		150
		Workers Comp	1,091	904	1,353		1,368
121							
		Mayor/City Council					
		Advertising	496	250	1,200		800
		Contractual-Other	-	-	20,000		20,000
		Department Functional Supplies	210	1,682	3,000		1,000
		Employee Insurance	11,986	788	-		-
		Equip/Mach/Furniture-Non-cap	357	52	1,000		1,500
		Fica	7,984	5,318	6,556		7,344
		Food	2,175	1,849	2,000		2,500
		FT Salaries/Wages	106,925	70,144	87,000		96,000
		Insurance-Liability	732	878	1,099		-
		Insurance-Vehicle	112	189	123		-
		Memberships	23,567	24,494	25,000		25,000
		Office Supplies	1,986	1,381	1,640		1,600
		Petroleum Products	-	198	-		200
		Printing	1,780	2,104	2,000		2,000

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
	10						
	121	Mayor/City	Repairs/Maint-EquipMachVehArt	20	-	-	-
			Retirement	3,399	213	-	-
			Software & Website Fees	42	127	125	162
			Technology Equipment	19	1,210	800	1,000
			Telecom Services	919	670	1,400	840
			Travel/Training	10,977	7,942	23,500	20,000
			Uniforms/Clothing	1,279	64	1,500	1,000
			Workers Comp	962	306	622	622
	122						
		Administration					
			Advertising	-	-	250	100
			Books/Periodicals	890	105	1,000	-
			Contractual-Other	-	-	5,000	-
			Contractual-Professional	10,000	-	-	8,000
			Department Functional Supplies	-	2,621	5,000	1,000
			Employee Insurance	12,969	16,852	26,771	21,702
			Equip/Mach/Furniture-Non-cap	2,719	-	1,000	1,500
			Fica	13,154	12,849	16,226	16,282
			Food	432	263	500	1,500
			FT Salaries/Wages	174,541	171,136	212,105	212,824
			Insurance-Liability	1,259	2,142	1,889	-
			Memberships	1,298	1,103	1,300	1,450
			Office Supplies	1,579	1,446	1,700	1,600
			Overtime	-	-	-	500
			Petroleum Products	-	100	-	200
			Postage	1	-	50	-
			Printing	762	660	750	850
			Retirement	20,239	19,606	24,647	24,731
			Software & Website Fees	4,763	1,563	4,425	4,742
			Technology Equipment	813	3,497	3,000	1,000
			Telecom Services	1,582	1,842	2,216	1,680
			Travel/Training	10,969	12,207	16,000	12,000
			Uniforms/Clothing	352	-	750	500
			Workers Comp	3,198	2,702	3,479	2,554

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	130						
		Elections					
			Contractual-Professional	-	55,663	60,000	-
	141						
		Clerk					
			Advertising	19,277	17,551	25,000	27,000
			Contractual-Other	-	-	-	1,000
			Contractual-Professional	5,531	10,820	20,000	-
			Copier Supplies	-	-	-	1,350
			Department Functional Supplies	410	-	-	800
			Employee Insurance	41,081	17,206	57,513	19,414
			Equip/Mach/Furniture-Non-cap	4,333	435	1,500	-
			Fica	12,647	13,332	15,979	13,967
			Food	655	20	-	-
			FT Salaries/Wages	177,424	178,720	208,875	182,572
			Insurance-Liability	1,169	1,865	1,755	-
			Licenses/Fees/Permits- Other	60	60	-	-
			Memberships	903	823	1,000	640
			Office Supplies	3,565	2,020	5,500	2,300
			Overtime	421	138	-	250
			Petroleum Products	-	-	-	300
			Postage	122	288	300	100
			Printing	-	-	-	300
			PT Salaries/Wages	1,397	661	2,112	-
			Retirement	20,416	19,197	24,271	21,215
			Software & Website Fees	30,300	55,150	43,700	16,120
			Technology Equipment	1,569	703	-	-
			Telecom Services	2,141	2,279	3,000	1,680
			Travel/Training	10,556	3,239	17,500	10,550
			Uniforms/Clothing	264	-	400	-
			Workers Comp	3,250	2,832	3,426	2,191

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	142						
		Treasurer					
		Advertising		2,093	-	650	250
		Bank/CC Fees		1,774	541	3,000	2,000
		Books/Periodicals		-	-	-	250
		Contractual-Other		76	9,697	500	250
		Contractual-Professional		-	190,200	190,200	175,000
		Department Functional Supplies		673	(271)	-	1,630
		Employee Insurance		66,823	75,202	95,872	121,717
		Equip/Mach/Furniture-Non-cap		9,780	6,835	4,600	1,218
		Fica		26,756	25,062	32,621	32,728
		FT Salaries/Wages		366,307	347,779	387,680	427,828
		Insurance-Liability		3,573	4,984	5,086	700
		Memberships		265	225	255	150
		Miscellaneous		(12)	1,231	-	-
		Office Supplies		4,040	3,656	4,000	3,485
		Overtime		1,943	3,697	1,400	1,750
		Postage		2,832	3,026	2,000	-
		Printing		-	-	-	2,000
		PT Salaries/Wages		13,187	580	38,739	-
		Repairs/Maint-EquipMachVehArt		-	329	-	-
		Retirement		40,049	38,538	45,048	44,121
		Software & Website Fees		18,658	16,312	14,265	20,000
		Technology Equipment		-	93	-	-
		Telecom Services		2,285	2,263	2,950	1,680
		Travel/Training		1,867	22,053	27,700	21,675
		Uniforms/Clothing		302	128	500	450
		Workers Comp		6,946	5,554	6,993	5,133
	143						
		Customer Service					
		Bad Debt Expense		50	-	50	-
		Bank/CC Fees		151,377	91,092	100,000	124,000
		Contractual-Other		-	363	1,500	-
		Contractual-Professional		134,646	83,758	92,700	79,300
		Department Functional Supplies		250	-	200	250
		Employee Insurance		60,008	51,768	84,836	76,738
		Equip/Mach/Furniture-Non-cap		-	20,023	20,000	-
		Fica		14,439	13,646	16,528	17,429
		FT Salaries/Wages		200,602	185,281	225,992	227,828
		Insurance-Liability		1,453	2,181	2,181	-
		Office Supplies		1,350	891	1,558	1,000
		Overtime		1,264	1,502	1,500	1,500
		Postage		6,653	5,065	7,100	-
		Printing		-	1,694	1,500	1,500
		Rent/Lease-Equip/Mach/vehicles		-	864	-	-
		Retirement		23,103	21,704	25,105	26,473
		Software & Website Fees		54,961	48,983	48,000	63,700
		Telecom Services		1,585	793	1,800	840
		Travel/Training		-	1,997	3,900	1,750
		Workers Comp		3,650	2,949	3,543	2,734

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
150		Legal					
			Contractual-Professional	184,432	124,686	180,000	180,000
160		Human Resources					
			Advertising	26,565	3,027	15,000	6,000
			Contractual-Other	9,362	7,129	6,200	6,400
			Contractual-Professional	24,782	23,947	15,300	34,950
			Department Functional Supplies	4,370	6,473	12,000	15,000
			Employee Insurance	27,982	15,231	35,100	18,304
			Fica	13,016	10,635	14,479	14,531
			FT Salaries/Wages	178,367	144,905	189,267	189,953
			Insurance-Liability	1,265	1,911	1,899	-
			Memberships	-	-	-	600
			Office Supplies	1,748	11,045	10,300	2,000
			Overtime	62	28	-	-
			Petroleum Products	111	-	200	200
			Postage	494	254	500	-
			PT Salaries/Wages	663	195	1,560	-
			Retirement	18,920	16,841	21,993	22,073
			Telecom Services	1,897	1,787	2,500	1,680
			Travel/Training	7,399	16,088	15,800	15,550
			Unemployment	4,540	-	-	-
			Workers Comp	3,241	2,292	3,104	2,279
170		Information Technology					
			Contractual-Professional	15,540	14,698	17,600	18,250
			Department Functional Supplies	3,657	5,561	4,325	2,050
			Employee Insurance	26,011	29,745	26,827	35,947
			Fica	13,777	11,810	13,361	13,871
			FT Salaries/Wages	176,848	153,870	174,660	181,326
			Insurance-Liability	1,191	1,764	1,787	-
			Office Supplies	21	-	200	-
			Overtime	7,939	6,606	7,800	8,000
			Retirement	21,246	18,647	20,295	21,070
			Software & Website Fees	170	272	200	-
			Technology Equipment	38,605	1,982	40,450	-
			Telecom Services	2,045	1,900	3,000	1,680
			Travel/Training	1,287	810	2,500	1,650
			Uniforms/Clothing	-	-	550	125
			Workers Comp	3,357	2,533	2,864	2,176
180		Gen Govt Bldg Const/Acquis					
			Transfer to Capital Proj Fund	-	-	-	31,755

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	181						
		Gen Govt Bldg Maintenance					
		Advertising	-	180	-	-	
		Contractual-Other	13,248	44,650	48,000	69,745	
		Contractual-Professional	-	137	-	-	
		Copier Supplies	699	2,583	-	-	
		Department Functional Supplies	5,056	8,510	20,700	20,700	
		Equip/Mach/Furniture-Non-cap	8,352	-	-	-	
		Gas/Electric-Buildings	21,250	19,839	23,000	-	
		Insurance-Claims	19,180	-	7,000	-	
		Insurance-Property	14,819	18,757	16,301	-	
		Insurance-Vehicle	141	106	155	-	
		Office Supplies	1,425	3,432	2,000	-	
		Rent/Lease-Equip/Mach/vehicles	15,323	13,721	15,500	-	
		Repairs/Maint-Buildings	24,717	47,289	51,950	86,500	
		Repairs/Maintenance	698	114	-	-	
		Repairs/Maint-EquipMachVehArt	1,824	1,177	1,500	1,500	
		Telecom Services	87	386	-	-	
		Tools	-	-	-	500	
		Transfer to Capital Proj Fund	20,000	-	-	-	
	182						
		Engineering					
		Advertising	1,382	3,329	2,000	2,000	
		Books/Periodicals	55	-	-	-	
		Contractual-Other	-	541	-	-	
		Contractual-Professional	18,330	10,299	20,000	20,000	
		Copier Supplies	138	177	200	-	
		Department Functional Supplies	321	362	500	500	
		Employee Insurance	72,801	67,239	78,587	81,025	
		Equip/Mach/Furniture-Non-cap	650	665	2,200	-	
		Fica	27,198	23,612	29,187	28,594	
		Food	106	-	-	-	
		FT Salaries/Wages	368,555	323,455	392,315	401,019	
		Insurance-Liability	2,557	3,961	3,837	-	
		Insurance-Vehicle	218	262	240	-	
		Licenses/Certs-Employees	165	165	200	200	
		Office Supplies	391	280	500	500	
		Overtime	4,320	3,052	3,000	3,500	
		Postage	81	175	100	-	
		Printing	332	931	350	-	
		Repairs/Maint-EquipMachVehArt	171	-	-	-	
		Retirement	42,855	37,882	45,587	46,598	
		Software & Website Fees	4,569	4,569	5,000	6,960	
		Technology Equipment	1,639	285	-	-	
		Telecom Services	4,570	4,016	5,000	2,520	
		Tools	-	76	-	-	
		Travel/Training	9,690	2,952	12,000	11,400	
		Uniforms/Clothing	-	822	1,200	1,200	
		Workers Comp	6,769	5,146	6,434	4,812	

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY25			FY26 Budget
				FY24 Actuals	FY25 Actuals	Revised Budget	
General							
10							
	190						
			Other General Govt Costs				
			Contractual-Other	250,000	-	-	3,265
			Copier Supplies	-	-	-	9,000
			Insurance-Liability	-	31,950	-	133,700
			Insurance-Property	27,298	43,298	30,027	122,200
			Insurance-Vehicle	-	1,008	-	47,000
			Office Supplies	-	-	-	4,400
			Postage	-	-	-	13,550
			Rent/Lease-Buildings/Land	-	-	-	2,500
			Rent/Lease-Equip/Mach/vehicles	-	-	-	12,290
			Repairs/Maint-Buildings	6,036	-	-	-
			Telecom Services	-	-	-	60,480
			Transfer to Capital Proj Fund	-	-	-	2,171,829
			Gas/Electric/Propane-Buildings	-	-	-	27,237
	210						
			Police Administration				
			Advertising	1,718	3,378	6,500	500
			Copier Supplies	-	-	-	2,900
			Department Functional Supplies	43,740	41,016	50,000	40,000
			Employee Insurance	491,241	483,001	603,078	632,456
			Fica	52,588	48,038	62,152	64,565
			Food	163	352	500	500
			FT Salaries/Wages	2,314,474	2,181,410	2,754,104	2,858,630
			Gas/Electric-Buildings	30,539	27,379	-	37,156
			Insurance-Claims	2,461	-	-	-
			Insurance-Liability	22,060	35,787	33,108	-
			Insurance-Property	9,194	13,574	10,113	-
			Insurance-Vehicle	3,867	4,485	4,254	-
			Licenses/Certs-Employees	-	145	-	500
			Memberships	730	720	-	1,000
			Office Supplies	7,065	7,381	7,000	5,300
			Overtime	51,544	33,821	35,000	35,000
			Petroleum Products	527	-	-	-
			Postage	-	-	-	1,000
			Printing	1,558	2,077	1,648	2,500
			PT Salaries/Wages	2,939	16,384	-	-
			Repairs/Maint-EquipMachVehArt	(30)	-	1,500	1,500
			Retirement	267,919	286,691	360,124	418,157
			Shipping/Freight	1,215	218	1,586	1,000
			Technology Equipment	-	-	-	15,000
			Telecom Services	30,476	30,985	45,000	16,600
			Travel/Training	26,706	21,753	35,000	30,000
			Uniforms/Clothing	22,340	9,733	30,277	25,000
			Workers Comp	42,651	35,148	44,948	34,143

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	223						
			Communication Services/911				
			Department Functional Supplies	2,132	1,056	2,500	-
			Employee Insurance	130,974	119,704	199,532	159,151
			Fica	37,150	36,564	50,259	49,022
			FT Salaries/Wages	446,552	442,108	604,604	640,816
			Licenses/Certs-Employees	-	-	-	500
			Office Supplies	-	-	-	2,000
			Overtime	43,370	41,888	35,000	35,000
			PT Salaries/Wages	26,324	19,707	52,370	-
			Retirement	55,323	64,199	81,198	97,596
			Shipping/Freight	103	-	250	150
			Telecom Services	702	210	850	-
			Travel/Training	4,730	4,831	10,000	8,000
			Uniforms/Clothing	1,698	1,586	2,000	2,000
			Workers Comp	969	917	1,248	1,025
	230						
			Fire Administration				
			Contractual-Other	1,246	37	-	-
			Contractual-Professional	17,198	-	35,363	-
			Copier Supplies	-	-	-	3,000
			Department Functional Supplies	8,701	8,844	8,800	2,000
			Employee Insurance	290,426	300,293	340,689	435,965
			Equip/Mach/Furniture-Non-cap	-	-	-	-
			Fica	27,128	25,265	30,766	34,413
			Food	161	111	500	250
			FT Salaries/Wages	1,613,087	1,476,612	1,836,010	2,078,450
			Gas/Electric-Buildings	13,307	12,226	17,000	16,600
			Insurance-Liability	11,666	18,538	17,508	-
			Insurance-Property	7,138	13,659	7,851	-
			Insurance-Vehicle	9,954	11,865	10,950	-
			Licenses/Certs-Employees	2,861	331	2,000	1,335
			Memberships	2,817	1,110	3,375	1,740
			Office Supplies	2,622	2,922	3,200	11,200
			Overtime	95,198	118,824	120,000	136,500
			Petroleum Products	2,423	9	-	-
			Postage	48	119	60	150
			Principal	86,275	-	-	-
			Rent/Lease-Equip/Mach/vehicles	3,282	4,075	4,889	2,689
			Repairs/Maint-Buildings	15,994	23,276	23,500	25,000
			Repairs/Maint-EquipMachVehArt	22,230	14,667	19,025	-
			Retirement	259,784	251,684	290,834	329,532
			Software & Website Fees	4,460	5,714	9,078	15,230
			Technology Equipment	1,150	669	1,500	1,250
			Telecom Services	10,272	17,572	14,000	12,305
			Transfer to Debt Service Fund	-	71,896	86,275	86,275
			Travel/Training	23,638	25,009	35,700	33,613
			Uniforms/Clothing	17,433	24,850	29,800	27,900
			Workers Comp	30,932	25,173	30,111	24,941

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	236						
		Medical Services					
		Department Functional Supplies	3,989	4,947	9,000	9,000	
	250						
		Building Inspections					
		Technology Equipment	1,173	179	-	-	
		Books/Periodicals	25	6,507	9,000	4,500	
		Contractual-Other	525	122	-	-	
		Contractual-Professional	-	16,731	10,000	15,000	
		Department Functional Supplies	2,956	1,908	10,000	6,000	
		Employee Allowance	-	-	-	-	
		Employee Insurance	150,984	122,338	162,096	179,982	
		Equip/Mach/Furniture-Non-cap	8,762	1,460	3,500	1,200	
		Fica	31,729	24,854	36,894	40,375	
		FT Salaries/Wages	454,154	351,822	482,283	527,774	
		Insurance-Liability	3,294	4,870	4,944	-	
		Insurance-Vehicle	212	367	233	-	
		Licenses/Certs-Employees	7,325	1,445	8,000	3,000	
		Memberships	160	420	150	270	
		Office Supplies	834	519	400	800	
		Overtime	799	259	2,100	1,000	
		Postage	893	525	1,200	-	
		Rent/Lease-Equip/Mach/vehicles	237	41	-	-	
		Repairs/Maint-EquipMachVehArt	9,671	-	-	-	
		Retirement	52,337	39,914	56,041	61,327	
		Shipping/Freight	75	346	-	-	
		Software & Website Fees	30,502	31,476	32,700	32,700	
		Telecom Services	6,445	5,002	6,792	-	
		Travel/Training	13,805	3,488	20,000	15,500	
		Uniforms/Clothing	1,171	1,301	1,800	1,800	
		Workers Comp	8,268	5,553	7,909	6,333	
	312						
		Street Construction/Maint					
		Advertising	-	-	500	-	
		Cap Outlay-Mach/Equip/Vehicles	-	-	75,000	-	
		Contractual-Other	23,181	26,038	50,000	21,880	
		Contractual-Professional	2,593	1,132	2,000	2,000	
		Copier Supplies	380	108	2,200	1,200	
		Department Functional Supplies	123,633	31	-	-	
		Employee Insurance	156,240	107,296	183,087	145,126	
		Equip/Mach/Furniture-Non-cap	4,738	2,441	3,000	-	
		Fica	50,416	38,994	50,237	51,526	
		Food	-	237	-	-	
		FT Salaries/Wages	680,277	518,319	658,690	675,160	
		Gas/Electric-Buildings	23,856	19,939	24,000	24,259	
		Insurance-Claims	1,000	125	-	1,000	
		Insurance-Liability	7,524	6,651	7,106	-	
		Insurance-Property	2,469	1,136	877	-	
		Insurance-Vehicle	7,973	10,761	8,788	-	
		Licenses/Fees/Permits- Other	1,337	-	1,000	500	

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
312		Street Const	Memberships	-	-	500	-
			Office Supplies	521	410	2,000	1,000
			Overtime	15,913	8,282	5,000	7,500
			Petroleum Products	1,613	-	-	-
			Printing	-	-	500	100
			PT Salaries/Wages	-	4,593	-	-
			Rent/Lease-Equip/Mach/vehicles	19,698	15,237	15,000	13,500
			Repairs/Maint-Buildings	28,606	9,104	5,000	-
			Repairs/Maintenance	133	-	-	-
			Repairs/Maint-EquipMachVehArt	95,893	117	5,000	1,000
			Retirement	76,475	60,869	76,307	78,221
			Shipping/Freight	7,018	-	-	-
			Software & Website Fees	10,216	14,503	23,585	12,965
			Telecom Services	5,399	5,116	7,000	1,800
			Transfer to Debt Service Fund	62,045	145,149	174,179	27,100
			Travel/Training	993	4,407	9,500	9,000
			Unemployment	9,656	-	-	-
			Uniforms/Clothing	10,096	5,310	10,080	10,080
			Workers Comp	12,532	8,384	10,770	8,081
314		Snow/Ice Removal					
			Cap Outlay-Equip/MachVehicles	419,544	-	-	-
			Contractual-Other	-	62,360	200,000	-
			Department Functional Supplies	78	11,421	-	-
			Employee Insurance	26,225	36,951	63,699	50,333
			Fica	8,474	12,389	21,146	22,008
			FT Salaries/Wages	101,951	144,090	279,418	290,689
			Insurance-Claims	-	5,157	-	5,000
			Insurance-Liability	-	2,821	2,932	-
			Insurance-Vehicle	364	1,710	632	-
			Overtime	14,614	23,891	30,000	30,000
			Printing	-	-	-	1,800
			Repairs/Maint-EquipMachVehArt	701	-	-	-
			Retirement	13,340	23,932	32,120	33,429
			Shipping/Freight	530	-	-	-
			Software & Website Fees	1,540	11,447	11,450	13,750
			Telecom Services	2	15	50	60
			Workers Comp	2,126	2,654	4,533	3,452
319		Signs					
			Contractual-Other	25,603	7,958	102,000	-
			Department Functional Supplies	52,640	8,376	-	-
			Employee Insurance	31,016	31,033	55,631	39,381
			Equip/Mach/Furniture-Non-cap	-	425	1,000	1,000
			Fica	12,611	14,195	13,075	15,611
			FT Salaries/Wages	170,307	189,391	170,910	204,067
			Insurance-Liability	-	1,716	1,254	-
			Licenses/Certs-Employees	47	175	400	400
			Memberships	320	425	400	400
			Overtime	1,321	1,302	1,500	1,500

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
319		Signs	Rent/Lease-Equip/Mach/vehicles	-	-	200	200
			Repairs/Maint-Buildings	569	263	1,000	-
			Repairs/Maint-EquipMachVehArt	14,240	458	4,250	4,000
			Retirement	19,528	22,129	19,744	23,596
			Tools	647	603	1,000	1,000
			Travel/Training	3,036	6,133	6,000	6,000
			Uniforms/Clothing	1,123	1,295	2,000	2,000
			Workers Comp	3,090	3,006	2,788	2,438
330							
		Airport Administration					
			Contractual-Other	125,251	-	-	-
350							
		Cemetery Administration					
			Cap Outlay-Mach/Equip/Vehicles	-	-	-	43,000
			Contractual-Other	875	2,320	3,900	3,900
			Contractual-Professional	1,320	-	2,000	1,000
			Contractual-Temp Services	-	-	-	-
			Department Functional Supplies	13,828	12,182	18,000	36,000
			Employee Insurance	4,789	4,424	5,135	5,242
			Equip/Mach/Furniture-Non-cap	-	-	2,500	2,500
			Fica	8,114	6,328	8,801	8,978
			FT Salaries/Wages	76,187	66,952	80,674	85,257
			Gas/Electric-Buildings	8,823	8,733	14,000	12,433
			Insurance-Liability	533	815	800	-
			Insurance-Property	841	1,243	926	-
			Insurance-Vehicle	476	561	523	-
			Licenses/Certs-Employees	-	-	-	300
			Office Supplies	35	315	700	700
			Overtime	389	143	1,000	1,000
			Postage	114	28	-	50
			Printing	1,566	-	500	300
			PT Salaries/Wages	30,283	16,364	34,365	32,100
			Rent/Lease-Equip/Mach/vehicles	835	885	1,000	1,000
			Repairs/Maint-Buildings	756	-	1,500	-
			Repairs/Maint-EquipMachVehArt	10,957	-	2,000	2,000
			Repairs/Maint-Land/Site/Grnds	24,804	7,457	10,000	-
			Retirement	8,751	7,792	9,374	9,907
			Shipping/Freight	2,192	-	-	-
			Software & Website Fees	-	-	-	8,200
			Technology Equipment	-	-	-	360
			Telecom Services	1,127	1,079	1,500	252
			Tools	-	55	625	625
			Travel/Training	452	-	1,000	-
			Unemployment	-	4,553	-	-
			Uniforms/Clothing	412	195	600	600
			Workers Comp	1,926	1,317	1,807	1,409
510							
		Rec/Senior Cntr Admin					
			Insurance-Property	2,547	3,669	2,803	-

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	530						
		Golf Course Admin/Super					
			Transfer to Golf Fund	201,799	166,667	200,000	262,409
	540						
		Parks Supervision					
			Advertising	195	-	500	-
			Contractual-Other	70,206	62,504	92,500	37,500
			Contractual-Professional	1,322	750	-	-
			Department Functional Supplies	68,215	40,980	81,500	18,500
			Employee Insurance	53,411	43,979	60,675	62,559
			Equip/Mach/Furniture-Non-cap	2,521	4,663	10,000	-
			Fica	20,427	16,812	21,930	22,491
			FT Salaries/Wages	225,943	200,764	247,888	260,547
			Gas/Electric-Buildings	28,102	21,153	26,500	26,853
			Insurance-Claims	120	-	-	1,000
			Insurance-Liability	1,680	2,503	2,521	-
			Insurance-Property	3,229	4,879	3,552	-
			Insurance-Vehicle	723	1,396	795	-
			Memberships	-	-	-	360
			Office Supplies	1,264	1,936	1,500	1,500
			Overtime	4,078	2,875	2,000	2,500
			Printing	6,770	3,106	5,000	5,000
			PT Salaries/Wages	45,984	23,109	43,000	34,460
			Rent/Lease-Equip/Mach/vehicles	1,269	28,889	28,870	1,100
			Repairs/Maint-Buildings	22,259	11,170	23,000	-
			Repairs/Maintenance	2,258	328	-	-
			Repairs/Maint-EquipMachVehArt	17,595	109	5,000	2,500
			Repairs/Maint-Infrastructure	14	-	-	-
			Repairs/Maint-Land/Site/Grnds	77,003	5,265	6,000	-
			Retirement	26,271	23,657	28,805	30,276
			Shipping/Freight	1,971	-	-	-
			Software & Website Fees	-	3,388	4,400	1,400
			Technology Equipment	-	-	-	360
			Telecom Services	2,228	2,506	4,500	1,800
			Tools	783	996	1,250	1,250
			Travel/Training	1,613	904	3,400	300
			Uniforms/Clothing	2,294	742	2,000	2,000
			Workers Comp	4,999	3,571	4,701	3,529
	543						
		Forestry/Nursery					
			Contractual-Professional	16,990	300	15,000	15,000
			Department Functional Supplies	10,483	3,060	11,000	21,500
			Employee Insurance	35,992	33,285	38,050	39,215
			Equip/Mach/Furniture-Non-cap	1,460	620	2,000	2,000
			Fica	10,023	8,243	10,315	10,970
			FT Salaries/Wages	112,889	96,865	114,775	123,404
			Insurance-Liability	799	1,159	1,200	-
			Licenses/Certs-Employees	-	-	-	900
			Memberships	-	-	-	405
			Overtime	1,522	1,327	-	1,500

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	543	Forestry/Nursery					
		Printing	-	-	-	500	
		PT Salaries/Wages	22,222	15,897	30,000	20,000	
		Rent/Lease-Equip/Mach/vehicles	917	-	1,000	1,000	
		Repairs/Maint-EquipMachVehArt	-	264	1,000	1,000	
		Repairs/Maint-Land/Site/Grnds	-	1,813	6,000	-	
		Retirement	13,016	11,410	13,337	14,339	
		Software & Website Fees	915	4,666	5,300	5,300	
		Technology Equipment	-	-	-	360	
		Telecom Services	800	724	840	840	
		Tools	601	765	750	750	
		Travel/Training	1,795	2,175	3,000	-	
		Uniforms/Clothing	1,615	882	2,000	2,000	
		Workers Comp	2,443	1,800	2,211	1,721	
	571	Museum Collections					
		Contractual-Other	-	-	5,000	-	
		Department Functional Supplies	7,239	33	-	1,150	
		Insurance-Property	2,995	-	3,600	4,000	
	621	Planning/Zoning					
		Advertising	4,707	1,551	4,000	4,000	
		Books/Periodicals	79	-	-	-	
		Contractual-Other	186	813	-	1,000	
		Contractual-Professional	384	511	-	-	
		Department Functional Supplies	279	-	500	-	
		Employee Insurance	18,195	20,770	39,581	19,414	
		Equip/Mach/Furniture-Non-cap	4,182	600	4,000	-	
		Fica	4,871	9,979	12,878	12,467	
		FT Salaries/Wages	67,294	134,733	168,340	162,938	
		Insurance-Liability	1,046	1,700	1,569	-	
		Insurance-Vehicle	73	80	80	-	
		Memberships	448	1,190	1,000	1,190	
		Office Supplies	130	99	1,000	500	
		Overtime	374	202	300	300	
		Postage	832	551	800	-	
		Printing	207	75	200	1,000	
		Rent/Lease-Buildings/Land	-	270	-	1,200	
		Repairs/Maint-EquipMachVehArt	855	-	-	-	
		Retirement	7,689	15,679	19,561	18,933	
		Software & Website Fees	-	120	1,400	1,200	
		Technology Equipment	250	794	-	-	
		Telecom Services	427	1,087	1,500	840	
		Travel/Training	1,150	5,042	8,000	4,600	
		Uniforms/Clothing	-	288	300	300	
		Workers Comp	1,211	2,130	2,761	196	
	622	Comm Devel Block Grants					
		Contractual-Other	152,400	600	600	-	

GENERAL FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
General							
10							
	731						
		Service Center					
		Advertising	184	1,305	800	1,500	
		Cap Outlay-Mach/Equip/Vehicles	14,100	-	-	-	
		Contractual-Other	2,434	1,565	2,500	2,500	
		Contractual-Professional	475	-	-	-	
		Department Functional Supplies	108,220	9,986	10,510	15,000	
		Employee Insurance	33,976	25,933	35,573	47,577	
		Equip/Mach/Furniture-Non-cap	11,198	5,613	10,000	-	
		Fica	14,173	11,011	15,367	16,645	
		FT Salaries/Wages	187,975	145,270	209,501	220,588	
		Gas/Electric-Buildings	21,864	14,576	24,000	18,085	
		Insurance-Liability	1,375	2,059	2,064	-	
		Insurance-Property	-	2,513	1,840	-	
		Licenses/Fees/Permits- Other	444	1,995	500	500	
		Office Supplies	437	38	400	400	
		Overtime	2,402	2,506	3,300	3,300	
		Petroleum Products	157,980	424	500	600	
		Postage	50	251	-	500	
		Rent/Lease-Equip/Mach/vehicles	726	1,734	200	1,920	
		Repairs/Maint-Buildings	19,016	6,866	12,000	-	
		Repairs/Maint-EquipMachVehArt	3,176	2,197	4,636	4,000	
		Retirement	21,884	17,172	23,342	25,284	
		Shipping/Freight	244	-	-	-	
		Software & Website Fees	7,099	16,709	32,385	17,855	
		Technology Equipment	363	-	500	-	
		Telecom Services	754	775	800	-	
		Tools	10,509	23	-	-	
		Travel/Training	8,393	847	5,000	5,000	
		Workers Comp	3,459	2,332	3,294	2,611	
		Expense Total	16,309,034	13,837,033	18,306,412	20,080,277	
		General Total	16,309,034	13,837,033	18,306,412	20,080,277	

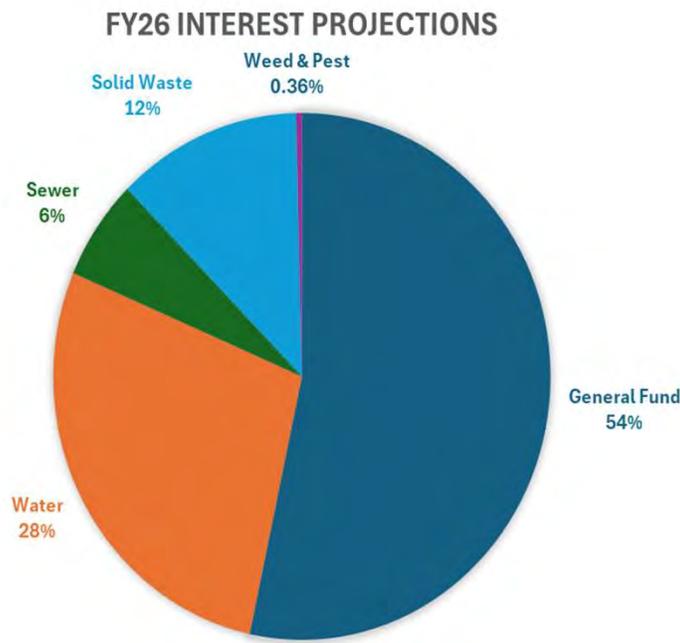
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OTHER REVENUE

Other Revenue

Additional sources of revenue include interest earnings on investments, fees for providing fire services to the VA, revenues from skill-based amusement games, first aid/CPR class fees, and reimbursement for accounting services provided to SEEDA and SC T&T.

Interest earnings are distributed between the General Fund and the Enterprise Funds based on each fund's proportionate share of pooled cash balances. FY26 projected interest income is \$2,142,004.



Miscellaneous Revenue

Miscellaneous revenue includes any income that does not fall within a specific revenue category. Examples of miscellaneous revenue are liquor publication fees, public records requests, restitution payments, revenues from the Safe Rides program, first aid/CPR class fees, donations, and scrap metal recycling.

OTHER FUND REVENUE SUMMARY

Other Fund Revenue

Certain revenues are collected and recorded in separate funds due to their specific nature and the restrictions placed on their use. In addition to the General Fund, the City accounts for revenues in other funds such as the General Purpose Excise Tax (GPET) Fund, Capital (CAP) Tax Fund, Public Benefit Fund, and Direct Distribution Fund.

- **Local Revenue**

GPET - The General Purpose Excise Tax (GPET) is presented to voters for approval every four years. It was most recently approved in November 2022 and will be up for reconsideration in November 2026. GPET revenue supports a variety of needs, including public safety, public works, parks and recreation, and funding for local organizations. GPET revenues are recorded in the GPET Fund, and a portion is transferred to the Capital Projects Fund to finance capital projects identified in the City's Capital Improvement Plan.

Cap Tax - The Capital Facilities Tax (CAP Tax) is a voter-approved, optional 1% sales and use tax in Wyoming dedicated to funding major capital improvements, such as infrastructure projects, building construction, facility upgrades, and large equipment purchases. The CAP Tax was most recently approved by voters in November 2024, authorizing the collection of \$40 million to fund 14 specific projects, including street maintenance and preservation, bridge repairs, the Coffeen Avenue widening pathway, and the construction of downtown restrooms.

Revenue from the CAP Tax is recorded as a transfer into the Capital Projects Fund to be used for the approved projects.

Franchise Fees - A municipal franchise fee is a charge paid by utility companies to the City for the use of public rights-of-way (ROW) to install and maintain lines, pipes, poles, and related infrastructure. These fees are established through contracts with utility, cable television, and telecommunication companies and are typically calculated as a percentage of sales.

By ordinance, franchise fee revenues must be used for purposes that benefit the public, such as purchasing or improving rights-of-way and public spaces, maintaining utility easements, undergrounding utilities, supporting historic preservation, and enhancing pedestrian areas. Franchise fees are recorded as a transfer into the Capital Projects Fund to be used for the approved projects.

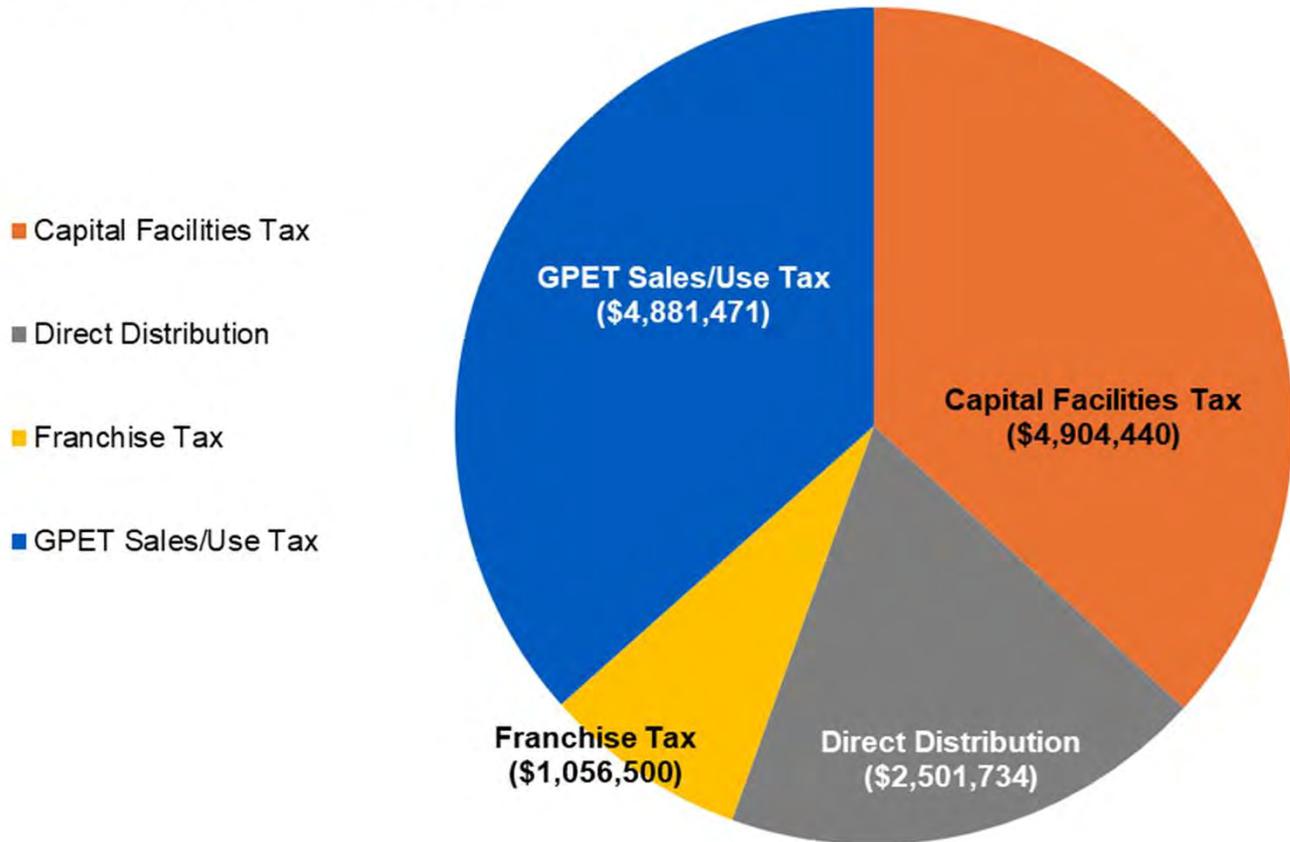
- **State Revenue**

Direct Distribution - This source of this revenue is essentially "over-the-cap" mineral revenues that flow through the state general fund to this account prior to the Budget Session. For Fiscal Year 2026, the State of Wyoming has appropriated \$146.25 million from the General Fund to local governments through the traditional Madden formula. This allocation is consistent with the distribution levels of the previous biennium.

OTHER FUND REVENUE SUMMARY

Top Other Fund Revenue Sources for the City of Sheridan	
Capital Facilities Tax	31.67%
GPET Use Tax	31.52%
Direct Distribution	16.15%
Interest	13.83%
Franchise Tax	6.82%

FY26 Other Fund Revenue



GPET FUND DETAIL

Fund	Division	Dept/ Division	Account Description			FY25	
				FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
GPET							
11							
Revenue							
000							
		Treasurer					
		GPET Sales Tax	(3,114,868)	(4,184,324)	(2,850,000)	(2,850,000)	
		GPET Use Tax	(288,555)	(349,941)	(2,031,471)	(2,031,471)	
		Interest	(95,335)	-	(76,242)	-	
		Miscellaneous	-	-	(122,880)	-	
Revenue Total			(3,498,758)	(4,534,265)	(5,080,593)	(4,881,471)	
Expense							
000							
		Treasurer					
		Contingency	-	-	568,520	28,579	
170							
		Information Technology					
		Software & Website Fees	133,875	110,627	271,000	-	
		Technology Equipment	98	26,810	27,895	21,000	
181							
		Gen Govt Bldg Maintenance					
		Repairs/Maint-Buildings	-	-	-	-	
		Transfer to Debt Service Fund	10,000	8,333	10,000	10,000	
210							
		Police Administration					
		Advertising	-	-	-	15,000	
		Books/Periodicals	-	-	-	600	
		Contractual-Other	11,985	2,278	5,000	4,000	
		Contractual-Professional	16,208	13,529	18,000	15,000	
		Department Functional Supplies	-	-	-	4,000	
		Repairs/Maint-EquipMachVehArt	11,193	1,100	12,000	1,500	
		Technology Equipment	-	350	350	-	
		Telecom Services	-	-	-	2,800	
		Transfer to Debt Service Fund	32,118	26,765	32,118	33,400	
225							
		Special Detail Services					
		Employee Insurance	3,969	-	12,864	13,277	
		Fica	121	-	501	552	
		FT Salaries/Wages	9,014	-	34,583	38,048	
		Overtime	301	-	-	-	
		Retirement	1,109	-	4,644	5,795	
		Workers Comp	176	-	567	457	

GPET FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
GPET							
11							
	230						
			Fire Administration				
			Cap Outlay-Equip/MachVehicles	49,309	44,005	44,000	-
			Contractual-Other	177	37	-	-
			Contractual-Professional	41,492	29,780	54,480	15,222
			Department Functional Supplies	573	-	-	-
			Equip/Mach/Furniture-Non-cap	85,533	48,397	89,300	70,937
			Licenses/Fees/Permits- Other	20	-	-	-
			Rent/Lease-Equip/Mach/vehicles	664	-	-	-
			Repairs/Maint-Buildings	17,067	113	25,000	40,000
			Repairs/Maint-EquipMachVehArt	5,969	6,594	19,500	36,200
			Software & Website Fees	-	-	-	21,800
			Telecom Services	761	240	-	-
			Tools	-	-	-	5,000
			Travel/Training	4,142	881	-	-
			Uniforms/Clothing	5,147	-	-	-
	231						
			Fire Fighting				
			Transfer to Capital Proj Fund	-	58,036	58,037	250,000
			Transfer to General Fund	-	27,963	27,963	-
			Transfer to Special Rev Fund	-	-	-	-
	232						
			Fire Prevention				
			Contractual-Other	-	9,000	9,000	-
	236						
			Medical Services				
			Contractual-Professional	136,620	128,112	166,677	154,260
	240						
			Juvenile Probation/Parole				
			Contractual-Other	130,000	130,000	130,000	145,000
	270						
			Shelter Administration				
			Contractual-Other	60,000	-	40,000	30,000
			Contractual-Professional	100,000	130,000	100,000	100,000
			Gas/Electric-Buildings	13,068	11,571	20,000	16,000
			Insurance-Property	1,834	2,709	2,018	3,224
			Repairs/Maint-Buildings	11,270	-	5,000	1,500
	311						
			Highways/Streets/Roadways				
			Transfer to Capital Proj Fund	-	40,000	200,000	-
	312						
			Street Construction/Maint				
			Electric-Other	182,523	163,088	212,000	242,000
			Repairs/Maint-Buildings	-	-	-	4,000
			Transfer to Capital Proj Fund	-	1,050,000	1,050,000	1,189,000

GPET FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY25			FY26 Budget
				FY24 Actuals	FY25 Actuals	Revised Budget	
GPET							
11							
	314		Snow/Ice Removal				
			Contractual-Other	-	-	-	15,000
			Shipping/Freight	2,434	-	-	-
	315		Bridge/Viaduct/Grade Align				
			Transfer to Capital Proj Fund	-	-	-	300,000
	317		Storm Drainage				
			Transfer to Capital Proj Fund	-	410,000	410,000	40,000
	319		Signs				
			Department Functional Supplies	19,576	2,400	2,400	-
			Shipping/Freight	3,760	-	-	-
	320						
	330		Airport Administration				
			Contractual-Other	97,790	184,270	400,000	650,000
	350		Cemetery Administration				
			Repairs/Maint-Buildings	-	-	-	1,500
	410		Public Health Administration				
			Contractual-Other	5,000	3,750	5,000	10,000
	420		Welfare Administration				
			Contractual-Other	69,000	102,525	136,700	127,500
	510		Rec/Senior Cntr Admin				
			Contractual-Other	303,200	363,200	303,200	378,200
			Gas/Electric-Buildings	9,693	10,299	14,000	12,705
			Petroleum Products	83,520	69,075	100,000	100,000
	540		Parks Supervision				
			Cap Outlay-Land/Site Imprvmnts	-	4,000	50,000	-
			Contractual-Other	-	-	-	70,000
			Department Functional Supplies	-	-	-	58,400
			Equip/Mach/Furniture-Non-cap	-	-	10,000	3,750
			Repairs/Maint-Buildings	-	-	-	30,000

GPET FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
GPET							
11							
	541	Park Areas					
		Transfer to Capital Proj Fund	-	100,000	100,000	-	
	542	Parkways/Blvds/Pathways					
		Transfer to Capital Proj Fund	-	40,000	40,000	-	
	543	Forestry/Nursery					
		Transfer to Special Rev Fund	-	833	1,000	-	
	570	Museum Administration					
		Contractual-Other	33,500	22,750	36,500	47,000	
	571	Museum Collections					
		Advertising	955	1,900	8,000	8,000	
		Contractual-Other	-	-	-	19,000	
		Contractual-Professional	28,900	13,673	30,000	14,400	
		Department Functional Supplies	2,926	-	16,000	-	
		Equip/Mach/Furniture-Non-cap	5,526	5,166	-	9,000	
		Memberships	-	200	-	665	
		Miscellaneous	1,041	-	-	-	
		Office Supplies	272	3,694	1,000	1,000	
		Printing	-	180	-	2,000	
		Repairs/Maintenance	997	120	-	-	
		Repairs/Maint-EquipMachVehArt	14,822	2,974	10,000	9,000	
		Telecom Services	-	-	-	200	
	622	Comm Devel Block Grants					
		Contractual-Other	172,000	105,000	140,000	140,000	
	630	Economic Opportunity					
		Contractual-Other	25,000	22,500	30,000	40,000	
	731	Service Center					
		Cap Outlay-Equip/MachVehicles	889,471	189,538	285,500	231,000	
		Cap Outlay-Mach/Equip/Vehicles	-	-	45,000	20,000	
		Department Functional Supplies	228	-	-	-	
		Petroleum Products	22,997	-	-	-	
		Repairs/Maint-Buildings	-	-	-	25,000	
		Repairs/Maint-EquipMachVehArt	-	1,257	1,200	-	
Expense Total				3,066,723	3,729,624	5,426,517	4,881,471
GPET Total				(432,035)	(804,641)	345,924	-

DIRECT DISTRIBUTION FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
Direct Distribution							
12	Revenue						
	000						
		Treasurer					
		Accounting Services		(24,000)	(25,000)	(24,000)	(25,000)
		Direct Distribution		(2,633,288)	(2,501,733)	(2,501,731)	(2,501,734)
		Interest		(80,916)	-	(53,556)	-
		Miscellaneous		-	-	(448,867)	-
		Revenue Total		(2,738,203)	(2,526,733)	(3,028,154)	(2,526,734)
Expense							
	000						
		Treasurer					
		Contingency		-	-	513,407	2,088
121		Mayor/City Council					
		Contractual-Other		-	-	10,000	-
141		Clerk					
		Contractual-Professional		17,281	-	35,000	-
		Software & Website Fees		57,951	37,517	55,000	44,200
		Travel/Training		1,218	1,744	5,000	-
160		Human Resources					
		Contractual-Professional		26,523	27,708	68,000	18,808
170		Information Technology					
		Software & Website Fees		10,232	44,011	50,800	283,411
		Technology Equipment		17,678	16,496	73,000	23,220
181		Gen Govt Bldg Maintenance					
		Contractual-Other		28,079	80	-	-
		Contractual-Professional		11,983	6,023	5,000	5,000
		Equip/Mach/Furniture-Non-cap		-	1,167	9,500	-
182		Engineering					
		Contractual-Professional		248,247	136,905	270,776	150,000
		Department Functional Supplies		98	-	-	-
		Memberships		637	751	500	1,000
		Office Supplies		55	-	-	-
		Printing		169	-	-	-
		Software & Website Fees		10,000	10,479	12,000	11,000
		Travel/Training		1,501	-	-	-

DIRECT DISTRIBUTION FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
Direct Distribution							
12							
	210						
		Police Administration					
		Cap Outlay-Bldg Improvements	21,900	-	-	-	-
		Cap Outlay-Equip/MachVehicles	-	-	-	-	25,000
		Cap Outlay-Land/Site Imprvmnts	-	282	218,394	-	-
		Contractual-Other	26,971	23,105	33,960	39,000	-
		Contractual-Professional	3,259	3,276	4,000	11,500	-
		Department Functional Supplies	26,829	26,796	47,300	30,500	-
		Equip/Mach/Furniture-Non-cap	33,541	-	-	-	12,000
		Petroleum Products	-	-	-	-	-
		Rent/Lease-Equip/Mach/vehicles	4,582	3,397	4,500	3,180	-
		Repairs/Maint-Buildings	41,195	21,504	27,000	25,000	-
		Repairs/Maint-EquipMachVehArt	42,186	-	-	-	-
		Shipping/Freight	622	21	1,000	1,000	-
		Software & Website Fees	48,079	36,739	57,000	54,000	-
		Technology Equipment	-	19	-	-	-
	230						
		Fire Administration					
		Contractual-Professional	-	-	-	-	-
		Department Functional Supplies	1,147	2,010	2,000	2,000	-
		Equip/Mach/Furniture-Non-cap	-	2,275	11,500	-	-
	312						
		Street Construction/Maint					
		Cap Outlay-Equip/MachVehicles	-	-	27,763	-	-
		Contractual-Other	18,059	215	-	-	-
		Contractual-Professional	3,903	36,563	50,000	-	-
		Copier Supplies	45	-	-	-	-
		Department Functional Supplies	92,733	147,925	215,000	215,000	-
		Equip/Mach/Furniture-Non-cap	5,262	-	-	-	-
		Issuance Costs	500	-	-	-	-
		Office Supplies	480	-	-	-	-
		Rent/Lease-Equip/Mach/vehicles	279,940	259,526	293,062	297,777	-
		Repairs/Maint-EquipMachVehArt	1,680	44	-	-	-
		Repairs/Maint-Land/Site/Grnds	31,160	-	-	-	-
		Software & Website Fees	7,531	801	-	-	-
		Tools	24	443	-	500	-
		Travel/Training	88	2,183	-	-	-
		Uniforms/Clothing	1,940	285	-	-	-

DIRECT DISTRIBUTION FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
Direct Distribution							
12							
	314						
			Snow/Ice Removal				
			Advertising	14,111	-	5,000	2,500
			Cap Outlay-Equip/MachVehicles	66,100	-	-	-
			Contractual-Other	17,371	123,591	135,000	60,000
			Contractual-Professional	-	-	-	-
			Department Functional Supplies	146,011	124,202	116,987	110,000
			Repairs/Maint-EquipMachVehArt	20,950	-	-	-
			Software & Website Fees	9,937	-	-	-
	319						
			Signs				
			Contractual-Other	-	-	-	30,000
			Department Functional Supplies	-	72,948	117,000	119,400
			Repairs/Maint-Buildings	-	-	-	1,000
			Repairs/Maint-EquipMachVehArt	7,483	-	-	-
	350						
			Cemetery Administration				
			Advertising	318	-	1,000	-
			Cap Outlay-Land/Site Imprvmnts	-	5,167	-	-
			Software & Website Fees	7,885	8,098	8,400	-
	540						
			Parks Supervision				
			Cap Outlay-Equip/MachVehicles	49,732	-	-	-
			Contractual-Professional	(900)	-	-	-
			Equip/Mach/Furniture-Non-cap	-	22,566	31,250	-
			Transfer to Golf Fund	-	17,496	26,245	-
	621						
			Planning/Zoning				
			Contractual-Professional	78,970	44,375	200,000	100,000
			Equip/Mach/Furniture-Non-cap	4,707	-	-	-
			Printing	-	308	-	-
			Technology Equipment	491	-	-	-
	622						
			Comm Devel Block Grants				
			Contractual-Other	170,000	118,750	190,000	150,000

DIRECT DISTRIBUTION FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
Direct Distribution							
12							
	731						
		Service Center					
		Cap Outlay-Equip/MachVehicles		256,015	19,758	90,000	-
		Cap Outlay-Mach/Equip/Vehicles		9,396	108,985	263,973	200,000
		Contractual-Other		-	-	-	-
		Contractual-Professional		345	8,793	30,000	-
		Department Functional Supplies		22,400	150,557	88,000	124,000
		Equip/Mach/Furniture-Non-cap		2,547	8,150	8,000	-
		Petroleum Products		2,618	140,910	176,000	199,300
		Repairs/Maint-Buildings		277	-	-	-
		Repairs/Maint-EquipMachVehArt		-	68,094	149,900	133,500
		Software & Website Fees		1,757	-	-	1,850
		Tools		54	55,263	70,000	35,000
		Travel/Training		899	-	-	-
		Uniforms/Clothing		3,079	2,139	5,000	5,000
		Expense Total		2,170,330	1,950,439	3,812,217	2,526,734
		Direct Distribution Total		(567,873)	(576,294)	784,063	-

SPECIAL REVENUE FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY25			
				FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
Special Revenue							
20							
Revenue							
000							
		Treasurer					
		Interest		(7,978)	-	-	-
		Miscellaneous		(392)	-	-	(134,572)
142		Treasurer					
		Miscellaneous		(890)	-	-	-
210		Police Administration					
		Contributions		(25,000)	-	-	-
211		Crime Control/Investigate					
		Miscellaneous		-	-	-	-
		Department of Justice		(9,568)	(6,855)	(17,668)	(17,312)
214		Patrol					
		Department of Justice		(2,424)	(579)	(8,042)	(6,938)
		Department-Homeland Security		-	(19,333)	(19,372)	-
219		Traffic Control					
		WY Dept of Transportation		(28,190)	(16,269)	(73,665)	(105,930)
		Department of Justice		(5,610)	(3,230)	(11,390)	(8,500)
225		Special Detail Services					
		Other Local Government		(34,522)	(7,777)	(115,087)	(184,177)
227		Police Other					
		Contributions		(3,720)	(6,796)	-	(6,000)
230		Fire Administration					
		Department-Homeland Security		(127,644)	-	-	-
231		Fire Fighting					
		Contributions		(5,050)	(15,000)	-	(5,000)
		Other Local Government		-	-	(21,701)	-
		Department-Homeland Security		(31,053)	-	(141,698)	(14,422)
430		Drug Education					
		Department of Justice		(1,870)	(1,785)	(15,130)	(8,500)
541		Park Areas					
		Miscellaneous		(2,365)	(2,530)	-	(2,200)

SPECIAL REVENUE FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY25			
				FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
Special Revenue							
20	Reven543						
		Forestry/Nursery					
		Department of Agriculture	(1,500)	-	(1,000)	-	
		Transfer from General Fund	-	-	-	-	
		Transfer from GPET Fund	-	(667)	(1,000)	-	
		State Forestry Division	-	(732)	(732)	-	
551		Oth Rec Fac Const/Acq/Main					
		Transfer from Cap Tax Fund	-	-	-	(150,000)	
571		Museum Collections					
		Contributions	(35,525)	(61,116)	(49,046)	(50,000)	
Revenue Total				(329,853)	(142,668)	(475,531)	(693,551)
Expense							
000		Treasurer					
		Contingency	-	-	-	134,572	
190		Other General Govt Costs					
		Contingency	-	-	(83,219)	-	
210		Police Administration					
		Cap Outlay-Mach/Equip/Vehicles	-	83,219	83,219	-	
		Equip/Mach/Furniture-Non-cap	23,804	-	-	-	
		Shipping/Freight	1,200	-	-	-	
211		Crime Control/Investigate					
		Contractual-Other	6,000	4,800	-	5,000	
		Department Functional Supplies	-	-	8,883	8,883	
		Employee Insurance	766	313	953	812	
		Fica	39	26	163	333	
		Interest	-	-	-	-	
		Overtime	2,878	1,872	15,270	10,500	
		Retirement	334	251	743	333	
		Workers Comp	53	30	36	333	
214		Patrol					
		Equip/Mach/Furniture-Non-cap	-	-	19,333	-	
		Miscellaneous	14,000	-	-	-	
		Uniforms/Clothing	1,845	579	8,621	6,938	

SPECIAL REVENUE FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY25			
				FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
Special Revenue							
20							
	219						
		Traffic Control					
		Advertising		-	-	500	-
		Contractual-Other		-	-	730	-
		Employee Insurance		2,687	2,433	580	3,248
		Equip/Mach/Furniture-Non-cap		4,885	-	6,115	4,999
		Fica		277	224	200	4,183
		Miscellaneous		1,060	590	140	1,500
		Overtime		19,886	16,187	74,577	90,965
		Retirement		2,330	2,172	356	5,301
		Workers Comp		364	255	286	4,233
	225						
		Special Detail Services					
		Employee Insurance		12,483	1,952	-	40,574
		Fica		433	151	1,432	1,767
		FT Salaries/Wages		31,746	11,093	98,770	121,821
		Overtime		378	-	-	-
		Retirement		3,839	1,489	13,265	18,553
		Workers Comp		608	175	1,620	1,462
	227						
		Police Other					
		Other Expenses		-	6,019	3,055	9,832
	231						
		Fire Fighting					
		Cap Outlay-Equip/MachVehicles		-	-	142,000	-
		Cap Outlay-Mach/Equip/Vehicles		-	(2,747)	21,739	-
		Department Functional Supplies		-	-	1,574	1,574
		Equip/Mach/Furniture-Non-cap		16,352	-	38,041	27,263
		Printing		2,120	-	-	-
		Uniforms/Clothing		640	-	4,562	9,562
	430						
		Drug Education					
		Employee Insurance		90	1	-	500
		Fica		13	11	-	500
		Miscellaneous		620	770	4,080	1,500
		Overtime		947	765	11,353	5,000
		Retirement		110	103	-	500
		Workers Comp		17	12	-	500

SPECIAL REVENUE FUND DETAIL

Fund	Division	Dept/ Division	Account Description			FY25	
				FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
Special Revenue							
20							
	541						
		Park Areas					
		Department Functional Supplies		2,127	565	398	4,465
		Equip/Mach/Furniture-Non-cap		-	-	62	-
	543						
		Forestry/Nursery					
		Department Functional Supplies		3,613	1,236	8,379	4,000
	551						
		Oth Rec Fac Const/Acq/Main					
		Miscellaneous		-	-	-	150,000
	571						
		Museum Collections					
		Cap Outlay-Art/Historic Treas		72,100	17,350	49,046	81,696
	610						
		Urban Redevelopment					
		Contractual-Other		16,205	876	43,963	15,881
Expense Total				391,560	142,774	580,825	779,085
Special Revenue Total				61,707	106	105,294	85,534

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CAP TAX FUND DETAIL

Fund	Division	Dept/Division	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
Cap Tax							
21							
	Revenue						
		000					
			Treasurer				
			Capital Facilities Tax	-	(4,292,695)	(4,904,440)	(4,904,440)
			Interest	(19,187)	-	(9,948)	-
			Miscellaneous	-	-	-	-
	Revenue Total			(19,187)	(4,292,695)	(4,914,388)	(4,904,440)
	Expense						
		000					
			Treasurer				
			Contingency	-	-	-	254,440
			Transfer to Capital Proj Fund	-	-	264,388	-
		180					
			Gen Govt Bldg Const/Acquis				
			Transfer to Capital Proj Fund	-	-	-	500,000
		312					
			Street Construction/Maint				
			Transfer to Capital Proj Fund	-	2,631,007	2,850,000	4,000,000
		521					
			Pool Fac Const Acq/Maint				
			Transfer to Capital Proj Fund	-	1,661,689	1,800,000	-
		551					
			Oth Rec Fac Const/Acq/Main				
			Transfer to Special Rev Fund	-	-	-	150,000
	Expense Total			-	4,292,695	4,914,388	4,904,440
	Cap Tax Total			(19,187)	(0)	-	-

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PUBLIC BENEFIT FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Public Benefit	22						
	Revenue						
	000						
		Treasurer					
			Franchise Tax	(56,958)	(744,806)	(1,056,451)	(1,056,500)
			Miscellaneous	-	-	-	-
	Revenue Total			(56,958)	(744,806)	(1,056,451)	(1,056,500)
	Expense						
	000						
		Treasurer					
			Contingency	-	-	-	56,500
			Transfer to Capital Proj Fund	-	56,958	89,409	-
	312						
		Street Construction/Maint					
			Transfer to Capital Proj Fund	-	446,884	600,000	250,000
			Transfer to Special Rev Fund	-	-	-	-
	521						
		Pool Fac Const Acq/Maint					
			Transfer to Capital Proj Fund	-	297,922	400,000	250,000
	540						
		Parks Supervision					
			Transfer to General Fund	-	16,000	24,000	-
	541						
		Park Areas					
			Transfer to Capital Proj Fund	-	-	-	500,000
	Expense Total			-	817,764	1,113,409	1,056,500
Public Benefit Total				(56,958)	72,958	56,958	-

CAPITAL PROJECTS FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
						Revised Budget	Budget
Cap Projects							
	40						
	Revenue						
	000						
		Treasurer					
		Capital Facilities Tax		(365,545)	-	-	-
		Interest		(460,862)	-	(212,809)	-
		Miscellaneous		-	-	(11,063,042)	(20,948,200)
		Transfer from Cap Tax Fund		-	-	(500,000)	-
		Transfer from Pub Benefit Fund		-	(56,958)	(156,958)	-
	180						
		Gen Govt Bldg Const/Acquis					
		GPET Sales Tax		(20,045)	-	-	-
		GPET Use Tax		(1,817)	-	-	-
		Transfer from Cap Tax Fund		-	-	-	(500,000)
		Transfer from General Fund		-	-	-	(31,755)
	181						
		Gen Govt Bldg Maintenance					
		Transfer from Direct Dist Fund		(150,000)	-	-	-
		Transfer from General Fund		(20,000)	-	-	-
	190						
		Other General Govt Costs					
		Transfer from General Fund		-	-	-	(2,171,829)
	231						
		Fire Fighting					
		Transfer from GPET Fund		-	(58,036)	(58,037)	(250,000)
	311						
		Highways/Streets/Roadways					
		Franchise Tax		(100,000)	-	-	-
		GPET Sales Tax		(92,732)	-	-	-
		GPET Use Tax		(7,268)	-	-	-
		Transfer from GPET Fund		-	(40,000)	(200,000)	-
	312						
		Street Construction/Maint					
		Capital Facilities Tax		(2,350,000)	-	-	-
		Department of Treasury		(1,827,269)	(1,196,803)	(1,404,188)	-
		Franchise Tax		(240,000)	-	-	-
		GPET Sales Tax		(1,530,073)	-	-	-
		GPET Use Tax		(119,927)	-	-	-
		Miscellaneous		-	(7,201)	-	-
		Transfer from Cap Tax Fund		-	(2,631,007)	(2,850,000)	(4,000,000)
		Transfer from GPET Fund		-	(1,050,000)	(1,050,000)	(1,189,000)
		Transfer from Pub Benefit Fund		-	(446,884)	(600,000)	(250,000)
		Transfer from Sewer Fund		(1,560,173)	-	-	(25,000)
		Transfer from Water Fund		(3,028,463)	(33,333)	(50,000)	(100,000)

CAPITAL PROJECTS FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
						Revised Budget	Budget
Cap Projects							
	40						
	315		Bridge/Viaduct/Grade Align				
			Capital Facilities Tax	(500,000)	-	-	-
			Transfer from GPET Fund	-	-	-	(300,000)
	317		Storm Drainage				
			GPET Sales Tax	(46,366)	-	-	-
			GPET Use Tax	(3,634)	-	-	-
			Transfer from GPET Fund	-	(410,000)	(410,000)	(40,000)
	320		Weed/Pest Administration				
			GPET Sales Tax	(46,366)	-	-	-
			GPET Use Tax	(3,634)	-	-	-
			Transfer from Weed/Pest Fund	(50,000)	-	-	-
	340		Parking Facilities				
			GPET Sales Tax	(46,366)	-	-	-
			GPET Use Tax	(3,634)	-	-	-
	521		Pool Fac Const Acq/Maint				
			Capital Facilities Tax	(1,479,000)	-	-	-
			Franchise Tax	(600,000)	-	-	-
			Transfer from Cap Tax Fund	-	(1,661,689)	(1,800,000)	-
			Transfer from Pub Benefit Fund	-	(297,922)	(400,000)	(250,000)
			Department of the Interior	-	-	(500,000)	-
	541		Park Areas				
			Capital Facilities Tax	(250,000)	-	-	-
			Franchise Tax	(135,000)	-	-	-
			Transfer from GPET Fund	-	(100,000)	(100,000)	-
			Transfer from Pub Benefit Fund	-	-	-	(500,000)
			Department of the Interior	(189,638)	-	(142,881)	-
	542		Parkways/Blvds/Pathways				
			Capital Facilities Tax	(100,000)	-	-	-
			Miscellaneous	-	(31,061)	-	-
			Sheridan Community Land Trust	(22,620)	-	-	-
			Transfer from GPET Fund	-	(40,000)	(40,000)	-
	812		Water Distribution				
			Transfer from Water Fund	(2,945,895)	(973,581)	(5,568,975)	-
	813		SWTP				
			Transfer from Water Fund	(16,000)	(53,333)	(80,000)	-

CAPITAL PROJECTS FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
						Revised Budget	Budget
Cap Projects							
40							
Revenu	814						
		BGWTP					
		Transfer from Water Fund	(6,000)	(53,333)	(80,000)		-
	815						
		SAWS					
		Department of the Interior	(186,339)	-	-		-
	821						
		WW Collection					
		Transfer from Sewer Fund	(29,305)	-	-		(175,000)
	822						
		WW Treatment					
		Project Contributions	(226,494)	-	-		-
		Transfer from Sewer Fund	(83,790)	(43,333)	(9,066,210)		-
	841						
		Landfill					
		Transfer from Solid Waste Fund	(4,638,986)	(1,742,217)	(9,527,519)		-
Revenue Total				(23,517,932)	(10,926,690)	(45,860,618)	(30,730,784)
Expense							
000							
		Treasurer					
		Contingency	-	-	9,610,306		66,109,275
		Transfer to General Fund	-	106,862	106,862		-
	142						
		Treasurer					
		Cap Outlay-Equip/MachVehicles	92,199	52,430	80,228		50,000
	180						
		Gen Govt Bldg Const/Acquis					
		Cap Outlay-Bldg Improvements	43,254	-	7,440		31,755
		Cap Outlay-Site Improve - Depr	-	-	-		500,000
		Repairs/Maint-Buildings	28,480	-	1,520		-
		Repairs/Maint-Land/Site/Grnds	-	-	-		-
		Cap Outlay-Acq of Buildings	28,623	3,933	20,508		-
	181						
		Gen Govt Bldg Maintenance					
		Advertising	-	540	-		-
		Cap Outlay-Bldg Improvements	74,625	81,327	95,375		-
	190						
		Other General Govt Costs					
		Cap Outlay-Land/Site Imprvmnts	27,145	214,642	208,792		-
		Repairs/Maint-Buildings	-	-	-		2,171,829
	231						
		Fire Fighting					
		Cap Outlay-Mach/Equip/Vehicles	-	-	500,000		750,000
		Repairs/Maint-Buildings	-	-	58,037		-
	237						
		Fire Stations/Buildings					
		Cap Outlay-Equip/MachVehicles	123,689	-	55,741		-
	311						
		Highways/Streets/Roadways					
		Cap Outlay-Infrastructure	7,649	737	442,351		-

CAPITAL PROJECTS FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
						Revised Budget	Budget
Cap Projects							
40							
	311	Highwa	Cap Outlay-Land/Site Imprmnts	2,241	-	68,188	-
	312		Street Construction/Maint				
			Cap Outlay-Infrastructure	-	74,887	950,000	1,125,000
			Cap Outlay-Land/Site Imprmnts	7,505,340	2,298,369	7,924,256	4,250,000
			Cap Outlay-Site Improve - Depr	-	232,958	200,000	7,201
			Contractual-Other	60,000	-	241	-
			Contractual-Professional	215,652	41,569	109,488	-
			Contractual-Professional Serv	-	-	-	-
			Repairs/Maint-Infrastructure	253,611	234,888	434,100	189,000
	315		Bridge/Viaduct/Grade Align				
			Cap Outlay-Land/Site Imprmnts	95,486	26,208	1,994,701	300,000
	317		Storm Drainage				
			Cap Outlay-Land/Site Imprmnts	62,045	25,886	147,738	40,000
			Contractual-Professional	378,600	240,712	455,389	-
	320		Weed/Pest Administration				
			Cap Outlay-Construct of Bldgs	35,528	-	199,472	-
	340		Parking Facilities				
			Cap Outlay-Land/Site Imprmnts	22,732	-	-	-
	521		Pool Fac Const Acq/Maint				
			Cap Outlay-Land/Site Imprmnts	449,260	2,681,951	6,091,798	250,000
	541		Park Areas				
			Cap Outlay-Infrastructure	-	7,620	-	-
			Cap Outlay-Land/Site Imprmnts	1,541,955	552,854	564,043	427,785
			Cap Outlay-Site Improve - Depr	-	-	6,958	150,000
	542		Parkways/Blvds/Pathways				
			Cap Outlay-Land/Site Imprmnts	17,097	192,731	248,882	-
			Cap Outlay-Site Improve - Depr	-	-	-	31,061
			Contractual-Professional	29,804	-	5,373	-
	731		Service Center				
			Cap Outlay-Infrastructure	-	-	160,000	-
	811		Source of Supply				
			Cap Outlay-Land/Site Imprmnts	(144)	-	83,400	-
	812		Water Distribution				
			Cap Outlay-Infrastructure	4,944,356	1,616,696	6,612,050	-
	813		SWTP				
			Cap Outlay-Bldg Improvements	15,947	190,892	216,760	-
	814		BGWTP				

CAPITAL PROJECTS FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
						Revised Budget	Budget
Cap Projects							
	40						
	814	BGWTP	Cap Outlay-Bldg Improvements	10,221	14,756	265,313	-
			Cap Outlay-Land/Site Imprmnts	17,185	-	-	-
	815						
		SAWS					
			Cap Outlay-Infrastructure	9,330	6,121	419,586	-
	821						
		WW Collection					
			Cap Outlay-Infrastructure	1,788	39,164	200,731	175,000
	822						
		WW Treatment					
			Cap Outlay-Bldg Improvements	28,070	742,822	7,812,153	-
			Cap Outlay-Infrastructure	69,233	6,936	1,189,767	-
			Cap Outlay-Mach/Equip/Vehicles	236,000	-	5,494	-
			Contractual-Professional	4,276	-	-	-
			Issuance Costs	6,000	-	-	-
	832						
		Recycling					
			Cap Outlay-Bldg Improvements	452,501	-	10,339	-
	841						
		Landfill					
			Advertising	-	-	-	-
			Cap Outlay-Construct of Bldgs	7,864	63,513	17,180	-
			Cap Outlay-Land/Site Imprmnts	4,374,542	2,772,420	9,524,397	-
Expense Total				21,275,321	12,524,426	57,104,957	76,557,906
Cap Projects Total				(2,242,611)	1,597,735	11,244,339	45,827,122

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DEBT SERVICE FUND DETAIL

Fund	Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Debt Service							
30							
Revenue							
000							
Treasurer							
			Int/Penalties-Spec Assessments	(16,925)	(4,121)	(3,155)	(1,000)
			Special Assessments	(61,294)	(8,680)	(12,101)	(9,000)
			Transfer from General Fund	(62,045)	(116,119)	(174,179)	-
180							
Gen Govt Bldg Const/Acquis							
			Transfer from GPET Fund	(10,000)	(6,667)	(10,000)	(10,000)
210							
Police Administration							
			Sheridan County	(25,000)	(25,000)	(25,000)	(25,000)
			Transfer from GPET Fund	(32,118)	(21,412)	(32,118)	(33,400)
230							
Fire Administration							
			Transfer from General Fund	-	(57,517)	(86,275)	(86,275)
312							
Street Construction/Maint							
			Transfer from General Fund	-	-	-	(27,100)
Revenue Total				(207,382)	(239,516)	(342,828)	(191,775)
Expense							
180							
Gen Govt Bldg Const/Acquis							
			Principal	10,000	10,000	10,000	10,000
210							
Police Administration							
			Interest	5,788	3,347	3,288	3,018
			Principal	52,259	53,771	53,830	55,382
230							
Fire Administration							
			Principal	-	86,275	86,275	86,275
312							
Street Construction/Maint							
			Interest	24,585	13,706	22,854	12,700
			Miscellaneous	1,000	1,000	1,000	-
			Principal	42,234	61,547	165,581	47,900
Expense Total				135,863	229,645	342,828	215,275
Debt Service Total				(71,519)	(9,871)	-	23,500

DEBT SUMMARY

Wyoming State Statute 15-7-109 states: “No debt in excess of the taxes for the current year may be created by any city or town, except local improvements as provided by law, unless the proposition to create the debt is approved by a vote of the people. No city or town may create any indebtedness exceeding four percent (4%) of the assessed valuation of the taxable property except an additional indebtedness not exceeding four percent (4%) of the assessed valuation of the property may be created to build and construct sewerage systems. This limitation does not apply to the construction, establishing, extending and maintaining of water works and supplying water for the use of the city or town and its inhabitants.”

Based on the 2025 assessed value of \$301,741,046, the City’s debt limit of 4% of the assessed valuation of the taxable property is \$12,069,642. The debt limit for the Sewer Fund is \$24,139,284. There is no limit for the Water Fund. The City’s capital leases do not count towards its legal debt limit.

The City takes advantage of low-interest loans from the State Loan Investment Board to fund many of the capital projects it undertakes. Many of these loans have principal forgiveness of up to 50%. The payments on these loans are budgeted and paid for through their respective Funds, except for the General Fund debt which is budgeted in the Debt Service Fund. Below is a chart showing the balance as of June 30, 2024, and the next three year’s payments.

Fund	Balance as of June 30, 2024	FY25 Payment	Estimated FY26 Payment	Estimated FY27 Payment
Debt Service Fund	\$1,794,611	\$185,491	\$185,491	\$96,275
Water Fund	\$15,406,204	\$923,830	\$1,511,841	\$1,511,841
Sewer Fund,	\$6,225,197	\$484,550	\$488,959	\$488,959
Solid Waste Fund	\$7,184,176	\$273,073	\$506,892	\$506,892

DEBT SUMMARY

The City incurs debt through capital leases on equipment through the General Fund (Streets Division), Water Fund, Solid Waste Fund, and Golf Course Fund. The payments on capital lease obligations are budgeted and paid through their respective Funds. Below is a chart showing the balance as of June 30, 2024, and the next three years lease payments.

Fund	Balance as of June 30, 2024	FY25 Payment	Estimated FY26 Payment	Estimated FY27 Payment
Debt Service Fund	\$1,293,996	\$435,678	\$315,655	\$315,655
Water Fund	\$73,827	\$19,734	\$59,334	\$0
Solid Waste Fund	\$332,630	\$115,376	\$115,376	\$125,000
Golf Course Fund	\$0	\$0	\$0	\$0

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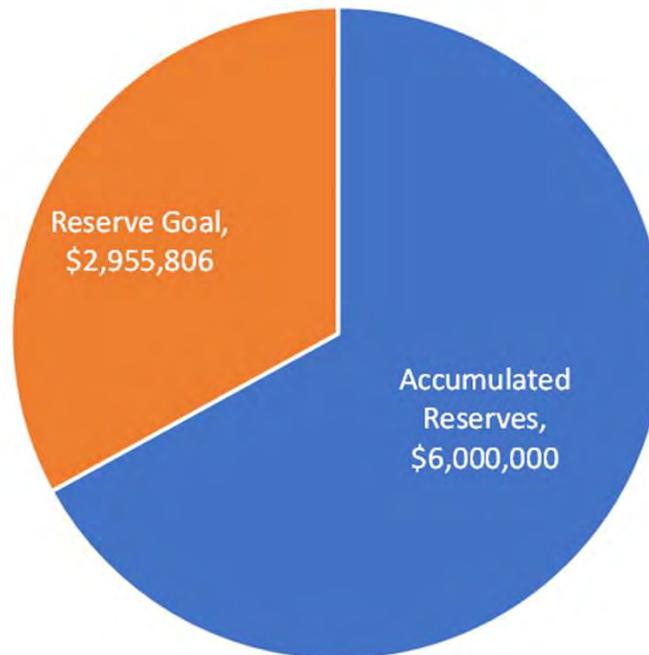
RESERVE FUND BALANCE

In April 2014, the City Council adopted Resolution #17-14, establishing the goal of maintaining a General Fund Reserve equal to six months of the annual General Fund expenditure budget. The purpose of this reserve is to help the City prepare for both strong and weak economic conditions. Its primary objectives are to ensure adequate reserves are available for contingencies and to support a strong credit rating. The General Fund Reserve is recorded as a Restricted Fund Balance on the General Fund balance sheet.

The City has made efforts over the years to meet the requirements of Resolution #17-14. The most recent contribution to the General Fund Reserve was in FY2022, when \$1,399,276 was transferred from the Unreserved Fund Balance, bringing the total reserve to \$6,000,000.

As illustrated in the pie chart below, the current General Fund Reserve stands at \$6,000,000, which represents 33.5% of the City's target of 50% of the \$17,911,613 General Fund budget. This target was set by Resolution #17-14, passed in 2014.

FY26 General Fund Cash Reserves



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NON-ENTERPRISE EXPENDITURE SUMMARY BY DEPT

Division	Dept/Division	General	GPET	Direct Distribution	Grand Total
000	Treasurer	77,441	28,579	2,088	108,108
110	Municipal Court	321,321	-		321,321
121	Mayor/City Council	181,568		-	181,568
122	Administration	314,715	-	-	314,715
141	Clerk	301,749		44,200	345,949
142	Treasurer	864,015	-	-	864,015
143	Customer Service	625,042	-		625,042
150	Legal	180,000			180,000
160	Human Resources	329,520		18,808	348,328
170	Information Technology	286,145	21,000	306,631	613,776
180	Gen Govt Bldg Const/Acquis	31,755	-		31,755
181	Gen Govt Bldg Maintenance	178,945	10,000	5,000	193,945
182	Engineering	610,828	-	162,000	772,828
190	Other General Govt Costs	2,607,451	-	-	2,607,011
210	Police Administration	4,223,407	76,300	201,180	4,500,887
223	Communication Services/911	995,260			995,260
225	Special Detail Services		58,129		58,129
230	Fire Administration	3,280,338	189,159	2,000	3,471,497
231	Fire Fighting	-	250,000	-	250,000
236	Medical Services	9,000	154,260		163,260
240	Juvenile Probation/Parole		145,000		145,000
250	Building Inspections	897,561		-	897,561
270	Shelter Administration		150,724		150,724
312	Street Construction/Maint	1,092,998	1,435,000	513,277	3,041,275
314	Snow/Ice Removal	450,521	15,000	172,500	638,021
315	Bridge/Viaduct/Grade Align		300,000		300,000
317	Storm Drainage		40,000		40,000
319	Signs	301,593	-	150,400	451,993
330	Airport Administration	-	650,000		650,000
350	Cemetery Administration	257,113	1,500	-	258,613
410	Public Health Administration		10,000		10,000
420	Welfare Administration		127,500		127,500
510	Rec/Senior Cntr Admin	-	490,905		490,905
530	Golf Course Admin/Super	262,409			262,409
540	Parks Supervision	517,785	162,150	-	679,935
543	Forestry/Nursery	262,704	-		262,704
570	Museum Administration		47,000		47,000
571	Museum Collections	5,150	63,265		68,415
621	Planning/Zoning	230,078	-	100,000	330,078
622	Comm Devel Block Grants	-	140,000	150,000	290,000
630	Economic Opportunity		40,000		40,000
731	Service Center	383,865	276,000	698,650	1,358,515
Grand Total		20,080,277	4,881,471	2,526,734	27,488,482

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DEPARTMENT/DIVISION BUDGETS

MISSION STATEMENT

As stewards of the City of Sheridan, the Mayor and City Council will govern in a way that enhances public value and produces a sense of community, while seeking to earn each resident's trust.

FY26 Mayor/City Council Staffing		
Position	Headcount	FTE
Mayor	1	1
City Council Members	6	6

WHAT WE DO

The Mayor and the City Council are elected to serve as the City's legislative body. Together as the Governing Body, they are responsible for the long-range direction of the City, policy making, priority setting, and the local laws governing the community. The Governing Body consists of the Mayor, who serves as the Chairperson of the Council, and six Council members elected at-large. The Governing Body approves and amends the annual budget, enacts ordinances, resolutions, and other orders on behalf of the City. The Mayor and Council members represent the City on intergovernmental boards and committees and provide leadership throughout the community. The Governing Body appoints and evaluates the City Administrator, the City Attorney, the Municipal Judge, and approves the appointment of all members of various boards and commissions.

FY26 BUDGET INITIATIVES

The FY25 budget includes expenses to continue operations and the level of service previously provided by the Governing Body.

LONG-TERM GOALS

The long-term goals of the Mayor and City Council are:

- Continue financial sustainability in balancing revenues with expenses while retaining and improving levels of service for the community
- Continue updating citizens with current information, government actions, and changes in our community so as to receive public input and educate the community
- Continue to promote economic growth through diversification and expansion of our local economy and support of existing businesses within our community
- Continue to thrive while we retain our heritage and quality of life

MAYOR/CITY COUNCIL

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Mayor/City Council						
121						
General						
10						
6001		FT Salaries/Wages	106,925	70,144	87,000	96,000
6010		Fica	7,984	5,318	6,556	7,344
6030		Retirement	3,399	213	-	-
6040		Workers Comp	962	306	622	622
6050		Employee Insurance	11,986	788	-	-
6101		Office Supplies	1,986	1,381	1,640	1,600
6103		Technology Equipment	19	1,210	800	1,000
6104		Software & Website Fees	42	127	125	162
6105		Uniforms/Clothing	1,279	64	1,500	1,000
6108		Equip/Mach/Furniture-Non-cap	357	52	1,000	1,500
6109		Petroleum Products	-	148	-	200
6111		Department Functional Supplies	210	1,682	3,000	1,000
6201		Travel/Training	10,977	7,942	23,500	20,000
6202		Memberships	23,567	24,494	25,000	25,000
6302		Insurance-Vehicle	112	189	123	-
6303		Insurance-Liability	732	878	1,099	-
6403		Telecom Services	919	618	1,400	840
6602		Contractual-Other	-	-	20,000	20,000
6704		Repairs/Maint-EquipMachVehArt	20	-	-	-
6801		Printing	1,780	2,104	2,000	2,000
6802		Advertising	496	250	1,200	800
6803		Food	2,175	1,849	2,000	2,500
General Total			175,927	119,756	178,564	181,568
Direct Distribution						
12						
6602		Contractual-Other	-	-	10,000	-
Direct Distribution Total			-	-	10,000	-
Mayor/City Council Total			175,927	119,756	188,564	181,568

MAYOR/CITY COUNCIL NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10121

	6101		\$1,600	
	6103		\$1,000	Gov Body Tech Needs; Admin Office Printer Maintenance (50/50 Split w/Mayor's Ofc)
	6104	\$162		Doodle, Rev.com, and Canva (programs used for meeting coordination, minutes, and community engagement materials/social media [50/50 Split w/Mayor's Ofc])
	6105		\$1,000	
	6108		\$1,500	3rd Floor Hallway Chairs/Coffee Tables (50/50 Split w/Mayor's Ofc)
	6109		\$200	
	6111		\$1,000	Community Outreach/250th Anniversary Contingency Funds - 50/50 split with 10122-6111
	6201		\$20,000	WAM Summer/Winter Conferences
	6202		\$25,000	WAM Membership Dues
	6403		\$840	Cell Phone Stipends
	6602		\$17,000	Sheridan WYO Rodeo
	6602		\$3,000	Historical Docs Scanning
	6801		\$2,000	Birthday & Business Cards, Community Engagement Materials
	6802		\$800	Press Releases, Community Engagement Publications
	6803		\$2,500	Business Lunches, and NEWY Meetings at City Hall



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ADMINISTRATION

MISSION STATEMENT

The mission of Administration is to anticipate the future needs of Sheridan and synchronize the Governing Body's goals and policies with staff actions in order to provide high quality services and infrastructure to improve the quality of life of the people of Sheridan and support the economic prosperity of businesses.

FY26 Administration Staffing		
Position	Headcount	FTE
City Administrator	1	1
Executive Assistant	1	1

WHAT WE DO

The Administration Department provides professional operational support to the Staff, Mayor and Council in all aspects of City government, including finance, police, fire, human resources, city clerk, public works and transportation infrastructure, utilities (water, sewer, and sanitation), parks and recreation, cemetery, planning and building to deliver effective, financially sustainable services to the Sheridan Community.

FY26 BUDGET INITIATIVES

This budget provides salary, benefits, and training for a professional City Administrator to support and manage the administrative functions of all departments in the City. The Administrator oversees the preparation and administration of the City budget and finances, ensures compliance with policies and procedures, and provides quality unbiased information for decision making by the elected body. The Administrator is ultimately responsible for the operations of the City and the recruitment, training, performance, and morale of the City staff.

LONG-TERM GOALS

The long-term goals of Administration include: increase and maintain the General Fund Reserves at the level outlined in Resolution #17-14; develop the Annual City Budget into a planning document as well as a fiscal tool; include long-range planning, goals, accomplishments and performance measures in the budget, achieve a level of excellence in budgeting as per the Government Finance Officers of America standards; develop sustainable revenue and funding for the City's street preservation efforts (grind & overlay, crack sealing, chip sealing) to maintain City standards on the Overall Condition Index established by Public Works; maintain a well-trained, capable, and empowered, professional staff; instill high levels of innovation and integrity in city facilities and services and continuously search for new and more efficient ways to provide service.

ADMINISTRATION

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Administration						
122						
General						
10						
	6001	FT Salaries/Wages	174,541	171,136	212,105	212,824
	6003	Overtime	-	-	-	500
	6010	Fica	13,154	12,849	16,226	16,282
	6030	Retirement	20,239	19,606	24,647	24,731
	6040	Workers Comp	3,198	2,702	3,479	2,554
	6050	Employee Insurance	12,969	16,852	26,771	21,702
	6080	Employee Allowance	-	-	-	-
	6101	Office Supplies	1,579	1,411	1,700	1,600
	6102	Copier Supplies	-	-	-	-
	6103	Technology Equipment	813	3,497	3,000	1,000
	6104	Software & Website Fees	4,763	1,563	4,425	4,742
	6105	Uniforms/Clothing	352	-	750	500
	6108	Equip/Mach/Furniture-Non-cap	2,719	-	1,000	1,500
	6109	Petroleum Products	-	100	-	200
	6110	Books/Periodicals	890	105	1,000	-
	6111	Department Functional Supplies	-	2,621	5,000	1,000
	6112	Postage	1	-	50	-
	6201	Travel/Training	10,969	10,222	16,000	12,000
	6202	Memberships	1,298	150	1,300	1,450
	6303	Insurance-Liability	1,259	2,142	1,889	-
	6403	Telecom Services	1,582	1,803	2,216	1,680
	6601	Contractual-Professional	10,000	-	-	8,000
	6602	Contractual-Other	-	-	5,000	-
	6801	Printing	762	660	750	850
	6802	Advertising	-	-	250	100
	6803	Food	432	263	500	1,500
General Total			261,520	247,682	328,057	314,715
Administration Total			261,520	247,682	328,057	314,715

ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10122

	6101		\$1,600	
	6103		\$1,000	Admin Office Printer Maintenance (50/50 Split w/Mayor's Ofc)
	6104		\$4,742	Granicus - \$4,580; Doodle, Rev.com, and Canva (programs used for meeting coordination, minutes, and community engagement materials/social media [50/50 Split w/Mayor's Ofc])
	6105		\$500	
	6108		\$1,500	3rd Floor Hallway Chairs/Coffee Tables (50/50 Split w/Mayor's Ofc)
	6109		\$200	
	6111		\$1,000	Community Outreach/250th Anniversary Contingency Funds - 50/50 split with 10121-6111
	6201		\$12,000	WAM Summer/Winter, ICMA, WyoCMA, GOSCOMA Conferences
	6202		\$1,300	ICMA, WyoCMA, GOSCOMA
	6202		\$150	WyoCMA EA
	6403		\$1,680	Phone Stipends for 2 people
	6601		\$8,000	RMPex (\$5K), Historical Docs Scanning (\$3K)
	6801		\$850	Birthday & Business Cards, Employee Engagement Materials
	6802		\$100	Press Releases, Community Engagement Publications
	6803		\$1,500	Business Lunches; FY27 Budget Work Session, WyoCMA, and NEWY Meetings at City Hall



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MISSION STATEMENT

The City attorney strives to provide quality professional advice to the Mayor, Council and staff in a timely and efficient manner.

WHAT WE DO

The City Attorney is responsible for managing the various civil legal needs of the City. This is accomplished through collaboration with each department concerning ongoing matters. Some of the specific functions of the City Attorney include:

- Contract drafting and review
- Ordinance drafting
- Advice on current Federal, State and Local Law
- Collective Bargaining and Arbitration
- Review and analysis of Federal and State law changes
- Employment matters
- Public record request reviews

FY26 BUDGET INITIATIVES

The FY26 budget continues to fund legal services through a contracted outside law firm, which provides the City with expert support while helping manage costs. The budget covers key legal needs such as litigation, contract review, labor issues, and land use matters. Using outside counsel gives the City flexibility to adjust services as needed without the fixed cost of in-house staff. This approach helps the City stay compliant, manage risk, and control spending in a responsible way.

LONG-TERM GOALS

The long-term goal of the City Attorney is to establish high-quality standard contracts across all departments, develop clear and accessible ordinances for both the public and City officials, and deliver legal services in a cost-effective manner.

LEGAL

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Legal						
150						
	General					
	10					
	6601	Contractual-Professional	184,432	124,686	180,000	180,000
	General Total		184,432	124,686	180,000	180,000
Legal Total			184,432	124,686	180,000	180,000

TREASURER

MISSION STATEMENT

We are committed to excellence in financial stewardship of City resources through accurate, timely, and insightful financial analysis. We strive to uphold the highest ethical standards while fostering collaboration, innovation, and continuous improvement in financial processes.

The Finance Department operates with respect, integrity, and a spirit of positivity. We treat everyone with dignity, value diverse perspectives, and support one another as a team. We uphold honesty, fairness, and accountability in all we do. And we believe that a sense of humor and shared laughter are essential to a healthy, resilient workplace.

FY26 Treasurer Staffing		
Position	Headcount	FTE
City Treasurer	1	1
Assistant City Treasurer	1	1
Staff Accountant	1	1
Payroll-Accounting Technician	1	1
Purchasing-Accounts Payable Technician	1	1
Accounts Receivable-Payable Technician	1	1

WHAT WE DO

The Treasurer's Office is responsible for maintaining the integrity of the City's financial records and transactions. This is done by establishing and maintaining effective internal controls.

Some of the specific functions of the Treasurer's Office include:

- Budget preparation and oversight
- Audit preparation
- Investment of City funds
- Accounts payable processing and reporting
- Payroll processing and reporting
- Accounting transaction calculations
- Financial reporting

FY26 BUDGET INITIATIVES

The Treasurer's Office is focused on enhancing financial transparency, modernizing internal processes, and ensuring responsible fiscal management. Key initiatives for the upcoming year include implementing the final phase of our financial software system, while continuing to build proficiency in earlier phases to maximize the system's effectiveness in budget tracking, reporting, and overall operational efficiency.

LONG-TERM GOALS

Key objectives include strengthening internal controls and compliance practices to enhance audit readiness, as well as transitioning the preparation of financial statements to internal staff. The department is also focused on increasing the accuracy and timeliness of financial reporting by implementing standardized processes and establishing performance benchmarks. Efforts are underway to expand financial planning and analysis capabilities. Additionally, the department is working to optimize procurement and accounts payable operations through automation, enhanced vendor management, and cost-effective purchasing strategies.

TREASURER

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Treasurer 142						
	General					
	10					
	6001	FT Salaries/Wages	366,307	347,779	387,680	427,828
	6003	Overtime	1,943	3,697	1,400	1,750
	6010	Fica	26,756	25,062	32,621	32,728
	6030	Retirement	40,049	38,538	45,048	44,121
	6040	Workers Comp	6,946	5,554	6,993	5,133
	6050	Employee Insurance	66,823	75,202	95,872	121,717
	6101	Office Supplies	4,040	3,656	4,000	3,485
	6103	Technology Equipment	-	93	-	-
	6104	Software & Website Fees	18,658	16,244	14,265	20,000
	6105	Uniforms/Clothing	302	128	500	450
	6108	Equip/Mach/Furniture-Non-cap	9,780	6,835	4,600	1,218
	6110	Books/Periodicals	-	-	-	250
	6111	Department Functional Supplies	673	(271)	-	1,630
	6112	Postage	2,832	3,026	2,000	-
	6201	Travel/Training	1,867	22,053	27,700	21,675
	6202	Memberships	265	225	255	150
	6303	Insurance-Liability	3,573	4,984	5,086	700
	6403	Telecom Services	2,285	2,198	2,950	1,680
	6502	Rent/Lease-Equip/Mach/vehicles	(0)	-	-	-
	6601	Contractual-Professional	-	190,200	190,200	175,000
	6602	Contractual-Other	76	9,697	500	250
	6704	Repairs/Maint-EquipMachVehArt	-	329	-	-
	6801	Printing	-	-	-	2,000
	6802	Advertising	2,093	-	650	250
	6804	Bank/CC Fees	1,774	541	3,000	2,000
	6809	Miscellaneous	(12)	1,231	-	-
	General Total		570,217	757,581	864,058	864,015
	GPET					
	11					
	6601	Contractual-Professional	194,777	-	-	-
	GPET Total		194,777	-	-	-
	Special Revenue					
	20					
	4860	Miscellaneous	(890)	-	-	-
	Special Revenue Total		(890)	-	-	-
	Cap Projects					
	40					
	7600	Cap Outlay-Equip/MachVehicles	92,199	52,430	80,228	50,000
	Cap Projects Total		92,199	52,430	80,228	50,000
Treasurer Total			856,303	810,011	944,287	914,015

TREASURER NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10142				
	6101		\$840	Ink for 6 Printers with one spare
	6101		\$125	Wall Calendars
	6101		\$2,000	Pens, note pads, folders, labels, highlighters, batteries, Kleenex, disinfectant wipes, whiteout, tape, dry-erase Markers, Stamps and ink
	6101		\$400	ergonomic equipment
	6101		\$120	Wall name plates with mounts for whole department
	6104		\$20,000	Remaining Harris products for one more year. Products include Tracker, Payforce, Advantage, Employee History, Attendance Enterprise.
	6105		\$450	Sheridan logo shirts
	6108		\$1,218	Two Office ChairsSource Office & Technology
	6110		\$250	Governmental Accounting, Auditing, and Financial Reporting (GAAFR) Blue Book
	6111		\$75	1099 Envelopes
	6111		\$400	Checks Budget price from Amazon
	6111		\$225	W-2 Forms Budget based on Harris products
	6111		\$720	Special Ink for secure checks
	6111		\$160	Deposit books
	6111		\$50	Misc items such as stamps and ink
	6201		\$19,000	PACE Training. This is additional training for the Tyler Munis ERP system. This includes 3 Connect Conference tickets, 15 days of virtual or on-site training, Written notice required 30 days' notice before the term ending.
	6201		\$1,850	Travel costs for PACE 4 day Connect Conference (Airfare \$600, Hotel \$1000, Per Diem \$238.00)
	6201		\$285	GFOA Webinars on Budgeting and Government Accounting.
	6201		\$540	Required GASB update Webinars
	6202		\$0	GFOA Memberships- As of August, GFOA is changing membership structure to be based on organizations as a whole versus individuals
	6202		\$150	WAMCAT Membership
	6303		\$700	Public Officer Annual Bonds
	6403		\$1,680	Cell Phone Stipend for 2 people
	6601		\$175,000	FY25 Audit Fees based on Scenario two
	6602		\$250	Shred documents
	6801		\$2,000	FY27 Budget Books
	6802		\$250	Yearly Budget and one Budget Revision



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OTHER GENERAL GOV'T COSTS

MISSION STATEMENT

The Other General Govt Costs Division provides funding for costs that are not related specifically to the running of the City.

WHAT WE DO

The Other General Govt Costs Division is where expenses are recorded that are not department specific, such as services or items we all use and insurance of leased buildings.

FY26 BUDGET INITIATIVES

As a new initiative to improve budget efficiency, the FY26 budget consolidates certain citywide General Fund expenses into a single division. Instead of distributing these common costs across individual department budgets, they are now grouped together to simplify management. These shared expenses include general office supplies (such as paper and envelopes), copier supplies (most copiers are leased with per-copy and ink charges), postage, insurance for property, vehicles, and liability, as well as gas, electric, and telecom services. While departments continue to track their usage for informational purposes, this centralized approach allows for more efficient oversight and cost control.

OTHER GENERAL GOVT COSTS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Other General Govt Costs						
190						
General						
10						
	6101	Office Supplies	-	-	-	4,400
	6102	Copier Supplies	-	-	-	9,000
	6112	Postage	-	-	-	13,550
	6301	Insurance-Property	27,298	43,298	30,027	122,200
	6302	Insurance-Vehicle	-	1,008	-	47,000
	6303	Insurance-Liability	-	31,950	-	133,700
	6401	Gas/Electric/Propane-Buildings	-	-	-	27,237
	6403	Telecom Services	-	-	-	60,480
	6501	Rent/Lease-Buildings/Land	-	-	-	2,500
	6502	Rent/Lease-Equip/Mach/vehicles	-	-	-	12,290
	6602	Contractual-Other	250,000	-	-	3,265
	6701	Repairs/Maint-Buildings	6,036	-	-	-
	8040	Transfer to Capital Proj Fund	-	-	-	2,171,829
General Total			283,334	76,256	30,027	2,607,451
Cap Projects						
40						
	6701	Repairs/Maint-Buildings	-	-	-	2,171,829
	7400	Cap Outlay-Land/Site Imprvmnts	27,145	214,642	208,792	-
Cap Projects Total			27,145	214,642	208,792	2,171,829
Other General Govt Costs Total			310,479	290,899	155,600	4,779,280

OTHER GENERAL GOVT COSTS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10190				
	6101		\$2,400	Copier paper for City Hall
	6101		\$2,000	Personalized envelopes (window & non-window) for City Hall, with City of Sheridan & address
	6102		\$9,000	5 CH copiers - averaging \$100-\$400 in contract invoices for usage & overage charges.
	6112		\$350	Postage machine supplies - red ink, Ex-seal, adhesive meter tape
	6112		\$13,200	City Hall postage
	6301		\$3,500	Fine Art Insurance projected 11% increase
	6301		\$118,700	Property Ins projected 22% increase. In previous years, GF was split among all departments.
	6302		\$2,000	Additional Insurance after changes throughout the year.
	6302		\$38,000	Auto insurance for all GF departments expecting a 29% increase
	6302		\$7,000	Inland Marine all GF departments expecting 11% increase
	6303		\$35,000	Cyber Liability & Crime
	6303		\$98,700	Liability Insurance for all GF Departments. Wyoming LGLP
	6401		\$27,237	MDU is expecting a 14% increase. The projected YE total for FY25 is 23892.
	6403		\$22,200	AT&T for General Fund
	6403		\$840	BluePeak for General Fund
	6403		\$2,520	CenturyLink for General Fund
	6403		\$33,720	Range for General Fund
	6403		\$1,200	Visionary for General Fund
	6501		\$2,500	Verdello parking lot lease for 5 deluxe public restrooms
	6502		\$4,016	Quarterly lease payments for postage machine
	6502		\$1,680	3rd floor copier lease expires 07/2030
	6502		\$1,242	Service Center copier lease expires 07/2030
	6502		\$1,608	Utilities 1st Floor copier expires 4/2029
	6502		\$540	Customer Srv copier Lease Expires 04/2029
	6502		\$1,596	Building Dept copier lease expires 04/2029
	6502		\$1,608	Engineering copier lease expires 04/2029
	6602		\$3,265	Fire Extinguisher Maintenance
8040	0285P		\$2,171,829	Travelers Hail Damage Insurance Check received March 2025

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MISSION STATEMENT

Airport Administration supports the initiatives of CAST and Sheridan County in bringing reliable and affordable air service to Sheridan County.

FY26 BUDGET INITIATIVES

The City has agreed to provide up to \$650,000 per year in cooperation with the County to offset their contractual payments to WYDOT for air service provided by Skywest Airlines as part of the Wyoming Commercial Air Service Improvement Act. Full enplanements has helped reduce the subsidy in the past, but higher fuel prices and reduced enplanements in other parts of the state are having a financial impact on Sheridan's rate. As a result, the FY26 budget shows a \$250,000 increase from previous years.

LONG-TERM GOALS

The long-term goal of Airport Administration is to continue providing funding for reliable and affordable air service to Sheridan County.

AIRPORT ADMINISTRATION

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Airport Administration						
330						
General						
10						
	6602	Contractual-Other	125,251	-	-	-
General Total			125,251	-	-	-
GPET						
11						
	6602	Contractual-Other	97,790	184,270	400,000	650,000
GPET Total			97,790	184,270	400,000	650,000
Airport Administration Total			223,042	184,270	400,000	650,000

AIRPORT ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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11330

	6602		\$650,000	SkyWest Air Services CPA Subsidy
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MISSION STATEMENT

Public Health and Welfare supports the initiatives of non-profit organizations within Sheridan County and grant funded services provided by the Sheridan Police Department.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for Advocacy & Resources Center, CHAPS Equine Assisted Services, Child Development Center, Compass Center for Families/CASA, NAMI, Uprising, and Volunteers of America Northern Rockies.

LONG-TERM GOALS

The long-term goal of Public Health and Welfare is to continue to provide funding to local non-profit agencies working to improve the health and welfare of the citizens of Sheridan County.

PUBLIC HEALTH & WELFARE

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Public Health Administration						
410						
	GPET					
	11					
	6602	Contractual-Other	5,000	3,750	5,000	10,000
	GPET Total		5,000	3,750	5,000	10,000
Public Health Administration Total			5,000	3,750	5,000	10,000
Welfare Administration						
420						
	GPET					
	11					
	6602	Contractual-Other	69,000	102,525	136,700	127,500
	GPET Total		69,000	102,525	136,700	127,500
Welfare Administration Total			69,000	102,525	136,700	127,500
Drug Education						
430						
	Special Revenue					
	20					
	6003	Overtime	947	765	11,353	5,000
	6010	Fica	13	11	-	500
	6030	Retirement	110	103	-	500
	6040	Workers Comp	17	12	-	500
	6050	Employee Insurance	90	1	-	500
	6809	Miscellaneous	620	770	4,080	1,500
	Special Revenue Total		(72)	(123)	303	8,500
Drug Education Total			(72)	(123)	303	8,500

PUBLIC HEALTH & WELFARE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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11410

6602 \$10,000 FY26 NAMI Award

11420

6602 \$50,000 FY26 Advocacy & Resource Center Award

6602 \$25,000 FY26 CHAPS Equine Assisted Services Award

6602 \$12,500 FY26 Child Development Center Award

6602 \$30,000 FY26 Compass Center for Families/CASA Award

6602 \$10,000 FY26 Uprising Award

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REC/SENIOR CENTER

MISSION STATEMENT

The mission of the Rec/Senior Center is to enhance the quality of life in our community by providing innovative and safe recreation opportunities while embracing and protecting Sheridan's western cultural values.

WHAT WE DO

The City of Sheridan provides funding to support the Sheridan Recreation District. These funds are used to maintain the athletic fields, including Thorne-Rider Park, Madia Field, Oatts Field, the Sheridan Community Softball Complex, Kendrick Outdoor Pool, and the Kendrick Park Ice Cream Stand. The City also provides funding to the Hub on Smith and their transit system, Goose Creek Transit.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for the Sheridan Recreation District, Hub on Smith, and Goose Creek Transit, in addition to funding for the new Kendrick Park Pool and bathrooms at Thorne-Rider Park.

LONG-TERM GOALS

City staff and representatives from the Recreation District are working together to maintain facilities and create exceptional recreational experiences for the community.

REC/SENIOR CENTERS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Rec/Senior Cntr Admin						
	510					
	General					
	10					
	6301	Insurance-Property	2,547	3,669	2,803	-
	General Total		2,547	3,669	2,803	-
	GPET					
	11					
	6109	Petroleum Products	83,520	69,075	100,000	100,000
	6401	Gas/Electric-Buildings	9,693	10,299	14,000	12,705
	6602	Contractual-Other	303,200	363,200	303,200	378,200
	GPET Total		396,413	442,574	417,200	490,905
Rec/Senior Cntr Admin Total			398,960	446,243	420,003	490,905
Pool Fac Const Acq/Maint						
	521					
	Cap Tax					
	21					
	8040	Transfer to Capital Proj Fund	-	1,661,689	1,800,000	-
	Cap Tax Total		-	1,661,689	1,800,000	-
	Public Benefit					
	22					
	8040	Transfer to Capital Proj Fund	-	297,922	400,000	250,000
	Public Benefit Total		-	297,922	400,000	250,000
	Cap Projects					
	40					
	7400	Cap Outlay-Land/Site Imprvmnts	449,260	2,681,951	6,091,798	250,000
	Cap Projects Total		(1,629,740)	722,340	3,391,798	-
Pool Fac Const Acq/Maint Total			(1,629,740)	2,681,951	5,591,798	500,000

REC/SENIOR CENTERS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
11510				
	6109		\$100,000	Hub Fuel Agreement expires June30, 2026
	6401		\$12,705	Rec Center MDU FY25 Projected Year-end at 111500. FY26 is with a 14% increase
	6602		\$288,200	Sheridan Recreation District July 35% Oct 25% Jan 15% April 25%
	6602		\$80,000	FY26 Senior Citizens Council (Hub on Smith) Award
	6602		\$10,000	FY26 Black Mountain Nordic Award
22521				
	8040	0180P	\$250,000	Transfer to Capital Proj Fund - Kendrick Pool 0180P
20551				
	5021	0141P	(\$150,000)	Transfer from Cap Tax - DoubleDay Complex Cap Tax Contribution
	6809	0141P	\$150,000	DoubleDay Complex Cap Tax Contribution

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MISSION STATEMENT

Community Development supports the initiatives of non-profit organizations within Sheridan County that promote economic opportunity for citizens and businesses.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for Downtown Sheridan Association, Habitat for Humanity of the Big Horns, Phorge, Inc., Sheridan Community Land Trust, Sheridan County Chamber of Commerce, and Sheridan County Conservation District.

LONG-TERM GOALS

The long-term goal of Community Development is to continue to provide funding to local non-profit agencies working to improve the economic outlook of the citizens and businesses of Sheridan County.

COMMUNITY DEVELOPMENT

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Urban Redevelopment						
	610					
		Special Revenue				
		20				
		6602 Contractual-Other	16,205	876	43,963	15,881
		Special Revenue Total	16,205	876	43,963	15,881
Urban Redevelopment Total			16,205	876	43,963	15,881
Comm Devel Block Grants						
	622					
		General				
		10				
		6602 Contractual-Other	152,400	600	600	-
		General Total	152,400	600	600	-
		GPET				
		11				
		6602 Contractual-Other	172,000	105,000	140,000	140,000
		GPET Total	172,000	105,000	140,000	140,000
		Direct Distribution				
		12				
		6602 Contractual-Other	170,000	118,750	190,000	150,000
		Direct Distribution Total	170,000	118,750	190,000	150,000
Comm Devel Block Grants Total			494,400	224,350	330,600	290,000
Economic Opportunity						
	630					
		GPET				
		11				
		6602 Contractual-Other	25,000	22,500	30,000	40,000
		GPET Total	25,000	22,500	30,000	40,000
Economic Opportunity Total			25,000	22,500	30,000	40,000

COMMUNITY DEVELOPMENT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
11622				
	6602		\$45,000	Downtown Sheridan Association Award
	6602		\$25,000	Sheridan Community Land Trust Award
	6602		\$50,000	Sheridan County Chamber of Commerce Award
	6602		\$20,000	Sheridan County Conservation District Award
11630				
	6602		\$40,000	Habitat for Humanity of the Eastern Bighorns Award
12622				
	6602		\$150,000	SEEDA Support Contract expires June 30, 2028
20610				
	6602	0078A	\$15,881	Dilapidation Abatement Balance



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MISSION STATEMENT

The mission of the City Clerk's Office is to manage and preserve the official records of the City; to assist in the objective of government transparency; to support the needs and requirements of all City departments; and to provide these services in a manner that is efficient and courteous.

FY26 Clerk Staffing		
Position	Headcount	FTE
City Clerk	1	1
Deputy City Clerk	1	1

WHAT WE DO

The City Clerk's Office serves the administrative framework of the City of Sheridan, acting as the custodian of official city records and the primary point of contact for citizens seeking access to public documents. The Clerks prepare agendas and packets for City Council meetings, ensure legal notices are published, and attend these meetings to record minutes, providing an official account of the proceedings. This office plays a vital role in ensuring transparency and accountability in local government by managing a wide array of documents, from City Council minutes to ordinances, resolutions, and various licenses and permits. Additionally, the City Clerk's Office works closely with Sheridan County on municipal general and special elections.

FY26 BUDGET INITIATIVES

This budget will assist with the continuity of operations within the Clerk's Office. This budget includes contractual payments to software providers and money for supplies/services to be used for the purpose of working towards the Clerk's mission statement. Efficiencies in operations are utilized to increase the level of services provided by the Clerk's Office. Additionally, funds are allocated for statute driven requirements such as legal advertising.

LONG-TERM GOALS

The long-term goals of the Clerk's Office are as follows: increased ease of public records access for transparency, revising internal processes that increase the efficiency within the office, excellent internal and external customer service, and the creation of a records management plan for the City.

CLERK

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Clerk						
141						
General						
10						
	6001	FT Salaries/Wages	177,424	178,720	208,875	182,572
	6002	PT Salaries/Wages	1,397	661	2,112	-
	6003	Overtime	421	138	-	250
	6010	Fica	12,647	13,332	15,979	13,967
	6030	Retirement	20,416	19,197	24,271	21,215
	6040	Workers Comp	3,250	2,832	3,426	2,191
	6050	Employee Insurance	41,081	17,206	57,513	19,414
	6101	Office Supplies	3,565	1,967	5,500	2,300
	6102	Copier Supplies	-	-	-	1,350
	6103	Technology Equipment	1,569	703	-	-
	6104	Software & Website Fees	30,300	55,150	43,700	16,120
	6105	Uniforms/Clothing	264	-	400	-
	6108	Equip/Mach/Furniture-Non-cap	4,333	435	1,500	-
	6109	Petroleum Products	-	-	-	300
	6111	Department Functional Supplies	410	-	-	800
	6112	Postage	122	288	300	100
	6201	Travel/Training	10,556	3,239	17,500	10,550
	6202	Memberships	903	760	1,000	640
	6204	Licenses/Fees/Permits- Other	60	60	-	-
	6303	Insurance-Liability	1,169	1,865	1,755	-
	6403	Telecom Services	2,141	2,253	3,000	1,680
	6502	Rent/Lease-Equip/Mach/vehicles	-	-	-	-
	6601	Contractual-Professional	5,531	10,820	20,000	-
	6602	Contractual-Other	-	-	-	1,000
	6801	Printing	-	-	-	300
	6802	Advertising	19,277	15,236	25,000	27,000
	6803	Food	655	20	-	-
	General Total		337,492	324,882	431,830	301,749
Direct Distribution						
12						
	6104	Software & Website Fees	57,951	37,517	55,000	44,200
	6201	Travel/Training	1,218	1,744	5,000	-
	6601	Contractual-Professional	17,281	-	35,000	-
	Direct Distribution Total		76,450	39,261	95,000	44,200
Clerk Total			413,942	364,143	526,830	345,949

CLERK NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10141				
	6101		\$2,000	Standard Office Supplies
	6101		\$300	Archive Legal Sz Minute Book
	6102		\$1,350	Toner/Ink (2 staff, 2x's/yr) High Yield Toner for legal printing and archiving. Not a new expense, pulled from Office Supplies to appropriate line item
	6104		\$16,000	Zencity Essentials (City's Social Media Manager). Annual Fee
	6104		\$120	Canva Marketing Software
	6109		\$300	Travel for training using city vehicle. High Estimate
	6111		\$800	Customized Marketing Materials and Supplies. Not a new expense, pulled from Office Supplies to more appropriate line item.
	6112		\$100	Liquor License Mailings
	6201		\$3,000	Clerk - IIMC Conference - Required credits for CMC Certification
	6201		\$1,500	Clerk - WAMCAT Fall Seminar, Required credits for CMC Certification
	6201		\$2,500	Clerk - Various Courses to obtain required CMC certification credits
	6201		\$3,000	Deputy Clerk - Conference Costs (will attend one of three options, whichever has most applicable agenda/most benefit). Will not attend if none are applicable. Agendas not yet available.
	6201		\$550	Deputy Clerk - WAMCAT/IIMC Continuing education courses (approx 5-6 classes)
	6202		\$150	WAMCAT Memberships x2
	6202		\$400	IIMC Memberships x2
	6202		\$90	National Association of Parliamentarians
	6403		\$1,680	Phone Stipends for 2 people
	6602		\$1,000	County Recordings - Simplifile. Annual, as-needed, expense for recording documents with the county. Not a new expense, just not captured in FY25 Budget
	6801		\$300	Business Cards or minimal printing needs. Pulled from Office Supplies to more appropriate line item
	6802		\$27,000	Legal Advertising, Public Notices, Publishing minutes, etc.

CLERK NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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12141

6104			\$7,000	Granicus - Annual Website/Council Video Integration Fee. Not a new fee, just not captured in prior budget
6104			\$1,200	iDoc County Doc Search - Annual Fee. Allows access to older county records for Clerk use and Planning/Zoning use.
6104			\$5,000	CivicPlus MuniCode - Codification Software to manage City Code.
6104			\$4,500	CivicLive - Annual Website Fees
6104			\$17,000	Box Software - Archive Record Retention for all official City documents. Annual fee
6104			\$9,500	Next Request Software (6.5k) with a one-time fee adding on to accept payments (3k), after the one-time fee it will be 1.7k/yr, for a total cost of 8.2k thereafter. Used over several departments in the city for streamlining the record request process

MUNICIPAL COURT

MISSION STATEMENT

The City of Sheridan Municipal Court aims to efficiently, fairly, and accurately process and manage City Ordinance violations to sustain quality service that promotes public confidence in the court system. We are dedicated to providing courteous, knowledgeable, and professional service with the highest standards of integrity in the administration of justice.

FY26 Municipal Court Staffing		
Position	Headcount	FTE
Municipal Court Clerk	1	1
Assistant Court Clerk	1	1

WHAT WE DO

The primary function of the Court is to provide for the expeditious resolution of cases brought before it involving alleged violations of the Municipal Code of the City of Sheridan.

Municipal Court is responsible for the recording of alleged violations and the disposition of cases. These include such traffic laws as driving while suspended or revoked and failure to maintain liability insurance. Other municipal ordinance violations include peace disturbance, possession of drug paraphernalia and various animal violations.

The Court issues summons to defendants and witnesses, prepares the court for hearings, records final dispositions of cases, receipts fines and court costs, and distributes such funds to their proper designations.

Other specific functions of the Clerk of Court include:

- Creating warrants and monitoring bond payments
- Overseeing restitution and payment plans
- Managing the recording system
- Maintaining and disbursing Court records to various agencies
- Assisting citizens with walk-in, phone and email inquiries

FY26 BUDGET INITIATIVES

The FY26 budget includes expenses necessary to continue the level of service currently provided by Municipal Court which consists primarily of the professional and contractual services provided by the Judge and Prosecuting Attorney. Efforts will include working toward additional docket days to ensure compliance with state statute that pertains to the efficiency and timely processing of defendants.

LONG-TERM GOALS

The long term goals of the court include the following: improving internal processes to continue to streamline court procedures; enhancing safety measures in the courtroom; transitioning to digital methods of process completion where appropriate and to implement paperless and more efficient methods of producing and tracking citations.

MUNICIPAL COURT

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Municipal Court						
110						
General						
10						
	6001	FT Salaries/Wages	58,814	57,052	82,517	113,965
	6002	PT Salaries/Wages	706	-	2,112	-
	6003	Overtime	881	323	-	500
	6010	Fica	4,621	4,377	6,313	8,718
	6030	Retirement	6,826	6,652	9,588	13,243
	6040	Workers Comp	1,091	904	1,353	1,368
	6050	Employee Insurance	97	343	8,777	9,492
	6101	Office Supplies	2,173	943	3,500	2,000
	6102	Copier Supplies	-	-	-	400
	6103	Technology Equipment	83	806	2,100	-
	6104	Software & Website Fees	7,104	7,615	12,000	9,000
	6105	Uniforms/Clothing	3,592	-	-	150
	6109	Petroleum Products	-	-	-	300
	6111	Department Functional Supplies	-	264	-	-
	6112	Postage	338	301	500	-
	6201	Travel/Training	2,353	2,625	7,549	6,860
	6303	Insurance-Liability	453	1,283	530	315
	6403	Telecom Services	901	1,287	1,800	1,260
	6601	Contractual-Professional	99,053	96,359	135,000	137,300
	6602	Contractual-Other	-	11	-	1,850
	6801	Printing	1,661	859	2,000	2,600
	6804	Bank/CC Fees	8,122	9,245	6,500	12,000
	6809	Miscellaneous	3,589	982	3,000	-
General Total			202,458	192,232	285,139	321,321
Municipal Court Total			202,458	192,232	285,139	321,321

MUNICIPAL COURT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10110				
	6003		\$500	High estimate buffer for 2 staff
	6101		\$2,000	Standard Office Supplies
	6102		\$400	Printer/Ink (2x/yr) - not a new expense, reallocated from Office Supplies
	6104		\$9,000	Tyler InCode/Court Software - Used for Municipal Court Management
	6105		\$150	staff logo shirts
	6109		\$300	High Estimate Cost - Cost of using City vehicle for travel/training, etc.
	6201		\$1,980	Court Clerk - CCE Courses for Certification. Budgeting for 4 of the 7 required courses
	6201		\$700	Court Clerk - Municipal Court Conf.
	6201		\$1,980	Assist. Clerk - CCM Courses for Certification. Budgeting for 3 of the remaining 5 classes.
	6201		\$700	Assist. Clerk - Municipal Court Conference
	6201		\$1,500	Municipal Court Professional Trainings
	6303		\$315	Judge Liability Bonds - Annual Expense
	6403		\$1,260	Phone Stipends for 2 people
	6601		\$300	Court Interpretation Services - Paid as needed
	6601		\$72,000	Prosecuting Attorney Fees - Average of 6k/month
	6601		\$5,000	Public Defender Fees - Greatly varies, high estimate of 5k. Only pay for services rendered, not a flat fee
	6601		\$48,000	Municipal Court Judge Fees - Average of 4k/month
	6601		\$12,000	Incidental buffer for costs of additional court needs, i.e adding additional docket days, etc. Only used as needed, not flat fee.
	6602		\$350	Shred Bin Services. Reallocating from Contractual Professional
	6602		\$1,500	Jury Trial Expenses (paying Jurors \$30/day +mileage) - Average of 500/trial, high estimate of 3 trials a year
	6801		\$400	Court Envelopes - Bulk
	6801		\$1,200	Court Book Printing - Annual (\$300), Bi-Annual (\$900)
	6801		\$200	Business cards, informational material printing needs
	6801		\$800	Court Form Printing (Bond Forms, Statement of Rights, etc.) - Carbon Copy Printing Costs
	6804		\$12,000	CC Fees - Based on projections of FY25 actuals

ELECTIONS

MISSION STATEMENT

Conduct election processes according to statutory and regulatory requirements.

WHAT WE DO

The Clerk's Office conducts special municipal only elections and supports regular elections that are conducted by the County.

FY26 BUDGET INITIATIVES

The FY26 budget is based on previous costs of elections. FY25 funds paid for the costs of the 2024 elections and funds for the 2026 election will be allocated in the FY27 budget.

LONG-TERM GOALS

The long-term goal for Elections is to minimize costs while still supporting the County in the management of regular municipal elections during election years.

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Elections 130						
	General 10					
	6601	Contractual-Professional	-	55,663	60,000	-
	General Total		-	55,663	60,000	-
Elections Total			-	55,663	60,000	-

PUBLIC ARTS/MUSEUMS

MISSION STATEMENT

Enriching Sheridan's culture and economy through public art, while becoming an art destination.

VISION STATEMENT

Our vision is to become a premier arts destination by fostering public engagement in the visual arts through inspiration, creativity, and diversity.

WHAT WE DO

The Sheridan Public Arts Committee (SPAC) conducts a wide range of activities tied to public arts in the community:

- Holds an annual fundraising campaign that enables the City to add permanent sculptures to the City's collection.
- Organizes an annual On Loan program that brings new sculptures to Sheridan. This helps keep the program current by continuing to introduce new sculptures to the community on a rotating basis.
- Maintains sculptures. Professionals come to Sheridan to clean and maintain Sheridan's permanent collection on an annual basis.
- Market the program through national and regional advertising and outreach that highlights the unique nature of the collection. This has the potential to bring more people to downtown Sheridan and attract more artists to the collection.
- Engage the community, including our youth, through educational and entertaining programs.

FY26 BUDGET INITIATIVES

The committee has built a permanent collection of 121 sculptures for the City of Sheridan. The budget will allow for continued maintenance of the permanent collection, while also fundraising for future acquisitions and on-loan pieces. This budget will also support networking by allocating funds for memberships with local organizations. Overall, the committee will continue to work on marketing that will bring wide-spread awareness to the incredible program Sheridan has been able to establish.

The FY26 budget also includes GPET Service Agreements held with SAGE Community Arts, Sheridan Arts Council, and Sheridan County Historical Society (Museum at the Big Horns).

LONG-TERM GOALS

The long-term goals of SPAC include the following: continuing to add larger and higher quality pieces to the City's collection through public fundraising and donations; creating interactions with the artwork that promote engagement and appreciation for the arts; continuing to build the Love Sculpture Walk through Sheridan's Downtown by acquiring on-loan and permanent pieces for the Walk; and continue to grow the collection beyond Sheridan's Downtown by placing sculptures on North Main Street, city parks, and other expansive locations.

PUBLIC ARTS/MUSEUMS

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Museum Administration						
	570					
	GPET					
	11					
	6602	Contractual-Other	33,500	22,750	36,500	47,000
	GPET Total		33,500	22,750	36,500	47,000
Museum Administration Total			33,500	22,750	36,500	47,000
Museum Collections						
	571					
	General					
	10					
	6111	Department Functional Supplies	7,239	33	-	1,150
	6301	Insurance-Property	2,995	-	3,600	4,000
	6602	Contractual-Other	-	-	5,000	-
	General Total		10,234	33	8,600	5,150
	GPET					
	11					
	6101	Office Supplies	272	3,694	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	5,526	5,166	-	9,000
	6111	Department Functional Supplies	2,926	-	16,000	-
	6202	Memberships	-	200	-	665
	6403	Telecom Services	-	-	-	200
	6601	Contractual-Professional	28,900	13,673	30,000	14,400
	6602	Contractual-Other	-	-	-	19,000
	6700	Repairs/Maintenance	997	120	-	-
	6704	Repairs/Maint-EquipMachVehArt	14,822	2,974	10,000	9,000
	6801	Printing	-	180	-	2,000
	6802	Advertising	955	1,900	8,000	8,000
	6809	Miscellaneous	1,041	-	-	-
	GPET Total		55,441	27,907	65,000	63,265
	Special Revenue					
	20					
	7700	Cap Outlay-Art/Historic Treas	72,100	17,350	49,046	81,696
	Special Revenue Total		36,575	(43,766)	-	31,696
Museum Collections Total			102,250	(15,825)	73,600	150,111

PUBLIC ARTS/MUSEUMS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10571				
	6111		\$400	Annual Art Exhibit Expenses (paper products, food, drinks, etc.)
	6111		\$750	City Hall Museum Gallery Tags, Reframing Costs for Historic Photos
11570				
	6602		\$2,000	Sheridan Art Council Award
	6602		\$15,000	SAGE Community Arts Award
	6602		\$30,000	SC Historical Society Museum - Museum at the Big Horns
11571				
	6101		\$1,000	Standard Office Supplies, Sculpture Markers, Address Labels, etc.
	6108		\$9,000	Pedastals and Sculpture Bases - Reallocated from Dept. Funct. Supplies
	6202		\$250	SPAC membership in DSA
	6202		\$165	SPAC membership in Chamber of Commerce
	6202		\$250	SPAC Membership: The Art Collective
	6403		\$200	Domain Hosting
	6601		\$14,400	SPAC Executive Director and Marketing Staff Administrative Costs (Contract is for \$1,200/month)
	6602		\$12,000	Honorariums (Max of 6). Reallocated from Contractual Professional
	6602		\$7,000	Cleaning/Art Maintenance Service. Not a new cost. Reallocated from Maint/Repairs line item
	6704		\$9,000	Vendor Labor and Supplies for Sculpture Repairs
	6801		\$2,000	Annual Fundraiser Expenses (Letters, Envelopes, Thank you letters, etc.)
	6802		\$3,800	Parade Marketing Materials & Supplies
	6802		\$1,400	Art Walk Recordings
	6802		\$1,800	National Magazine Ad
	6802		\$1,000	Tags, Advertising Signage, etc.
20571				
	4820		(\$50,000)	projected FY26 SPAC Donations
	7700		\$31,696	RF FY25 SPAC ART donation balance 04/24/25
	7700		\$50,000	Projected FY26 SPAC Donations

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HUMAN RESOURCES

MISSION STATEMENT

As a strategic partner to internal departments and our community, the Human Resources Department is committed to retaining and developing a diverse workforce of dedicated public servants; and providing best in class human resources programs and services to effectively utilize and manage the City's most valuable asset - its people!

FY26 Human Resources Staffing		
Position	Headcount	FTE
Human Resources Director	1	1
Human Resources Generalist	1	1

WHAT WE DO

The Human Resources Department is an integral part of city management, participating in strategic planning, budget, collective bargaining, and development of and adherence to policies and procedures regarding the City's personnel – such as the Employee Handbook.

HR is involved in all aspects of an employee life cycle, from recruitment to separation. Employee engagement is a large aspect of the department, supported through things like the Employee Newsletter, Employee Relations Committee, Safety BBQ, Annual Golf Tournament, Employee Recognition Party, and many other programs and services offered to show the City's appreciation for their staff.

This department coordinates compensation and benefits for the entire City staff. This involves the assistance in running payroll, initiating pay studies, and implementation of certification increases, as well as the administration of health, dental, and vision insurance, retirement packages, all types of leave, and initiatives that contribute to and protect employee well-being, such as the Wellness Program, Safety and Risk Management, and Workers' Compensation.

To develop and maintain top-quality employees, HR is heavily involved in training and performance management through the creation of training opportunities, performance appraisals, promotion, and advancement. When an employee is struggling, HR is there to help facilitate services with the Employee Assistance Program and Performance Improvement Plans to assist in the retention of our staff. When necessary, HR also assists with disciplinary action and separation.

Finally, the Human Resources Department is responsible for all personnel-connected records management. This department also handles liability and property insurance policies and claims.

FY26 BUDGET INITIATIVES

This budget provides Human Resources with essential tools to retain a professional and effective staff, both in and out of the department, including a modest increase to the pay scale to make sure our employees don't go backwards with inflation and benefit cost increases among other factors.

LONG-TERM GOALS

This department will work toward strengthening the City's team through top-level recruitment, strengthening employee engagement and encouraging development for emerging leaders.

HUMAN RESOURCES

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Human Resources						
160						
General						
10						
	6001	FT Salaries/Wages	178,367	144,905	189,267	189,953
	6002	PT Salaries/Wages	663	195	1,560	-
	6003	Overtime	62	28	-	-
	6010	Fica	13,016	10,635	14,479	14,531
	6030	Retirement	18,920	16,841	21,993	22,073
	6040	Workers Comp	3,241	2,292	3,104	2,279
	6050	Employee Insurance	27,982	15,231	35,100	18,304
	6060	Unemployment	4,540.44	-	-	-
	6101	Office Supplies	1,748	11,045	10,300	2,000
	6109	Petroleum Products	111	-	200	200
	6111	Department Functional Supplies	4,370	6,473	12,000	15,000
	6112	Postage	494	254	500	-
	6201	Travel/Training	7,399	16,088	15,800	15,550
	6202	Memberships	-	-	-	600.00
	6303	Insurance-Liability	1,265	1,911	1,899	-
	6403	Telecom Services	1,897	1,761	2,500	1,680
	6601	Contractual-Professional	24,782	22,262	15,300	34,950
	6602	Contractual-Other	9,362	7,129	6,200	6,400
	6802	Advertising	26,565	3,027	15,000	6,000
	General Total		324,783	260,078	345,202	329,520
Direct Distribution						
12						
	6601	Contractual-Professional	26,523	27,708	68,000	18,808
	Direct Distribution Total		26,523	27,708	68,000	18,808
Human Resources Total			351,306	287,786	413,202	348,328

HUMAN RESOURCES NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10160

	6101		\$2,000	Special paper, ink, folders, other miscellaneous office items
	6111		\$1,000	Employee Recognition - Supplies
	6111		\$9,000	Wellness Reimbursements
	6111		\$5,000	Safety Supplies for City wide if needed.
	6201		\$10,000	SHRM Annual Conference, State SHRM Conference, SHRM Chapter Trainings
	6201		\$550	Chamber Luncheons. This amount was reduced they will pick and choose throughout the year until 550 is gone. Chamber Ignite Conference 175
	6201		\$5,000	To use for unforeseen training anywhere in the City where it may not have been budgeted
	6202		\$600	SHRM Annual Membership
	6403		\$1,680	Phone Stipend for 2 people
	6601		\$7,650	Background Checks
	6601		\$13,300	Drug Screens
	6601		\$5,000	Employee Blood Draw
	6601		\$9,000	Professional Recruitment. High level position turnover.
	6602		\$6,200	Employee Recognition Party
	6602		\$200	Shredding Services
	6802		\$6,000	Job advertisement

12160

	6601		\$5,000	City-wide training
	6601		\$4,158	EAP
	6601		\$7,350	Employers Council Membership
	6601		\$1,800	Equifax
	6601		\$500	Rocky Mountain Drug Testing Administration Fee

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MISSION STATEMENT

Sheridan Fire-Rescue will protect the people and property of Sheridan utilizing integrated whole Community Risk Reduction strategies (Education, Engineering, Enforcement, Economic Incentive, and Emergency Response).

FY26 Fire Staffing		
Position	Headcount	FTE
Fire Chief	1	1
Administrative Coordinator	1	1
Division Chief of Operations	1	1
Division Chief of Community Risk Reduction, aka Fire Marshal	1	1
Battalion Chief	3	3
Lieutenant	3	3
Firefighter/EMT	15	15

WHAT WE DO

Sheridan Fire-Rescue exists as an all-hazards response department (Insurance Service Office Public Protection Class 3). We offer a professional emergency response to:

- Structure and Wildland fires
- Emergency medical incidents
- Hazardous materials incidents (we share Wyoming Region 1 Hazmat with Campbell County Fire Department)
- Swift water and Ice Rescue
- High and low angle rope rescue, Confined space rescue
- We provide automatic aid countywide for structure fires and mutual aid as requested on all other responses
- Origin and Cause investigation of all fires as required by state statute
- Extensive training in all listed disciplines and pre-incident planning of target hazards
- A community Risk Reduction effort that encompasses a variety of public education, public assistance programs, and Fire Code Maintenance Inspections

FY26 BUDGET INITIATIVES

The FY26 budget includes expenses to maintain the level of service previously provided by the Fire Department. The FY26 budget will see three additional FTE, in response to the staffing needs noted in the 2024 Master Plan. We will also upgrade our Record Management Software to a more efficient package which eliminates several existing software packages. Finally we intend to replace flooring that is 23 years old and showing signs of deterioration (broken and peeling tiles, etc)

LONG-TERM GOALS

Our Vision Statement: Plan for Change; Sheridan Fire-Rescue will plan to keep pace with the needs of the public, a growing city, and an ever-changing Fire Service. We will evaluate and plan for additional equipment, evaluate staffing models compared to standards, laws, and community needs. Seek innovative methods to increase our effectiveness and maintain the Insurance Services Organization Public Protection Class rating for the City.

FIRE

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Fire Administration						
230						
General						
10						
	6001	FT Salaries/Wages	1,613,087	1,476,612	1,836,010	2,078,450
	6003	Overtime	95,198	118,824	120,000	136,500
	6010	Fica	27,128	25,265	30,766	34,413
	6030	Retirement	259,784	251,684	290,834	329,532
	6040	Workers Comp	30,932	25,173	30,111	24,941
	6050	Employee Insurance	290,426	300,293	340,689	435,965
	6101	Office Supplies	2,622	2,922	3,200	11,200
	6102	Copier Supplies	-	-	-	3,000
	6103	Technology Equipment	1,150	669	1,500	1,250
	6104	Software & Website Fees	4,460	5,714	9,078	15,230
	6105	Uniforms/Clothing	17,433	24,606	29,800	27,900
	6109	Petroleum Products	2,423	9	-	-
	6111	Department Functional Supplies	8,701	8,750	8,800	2,000
	6112	Postage	48	119	60	150
	6201	Travel/Training	23,638	25,009	35,700	33,613
	6202	Memberships	2,817	1,110	3,375	1,740
	6203	Licenses/Certs-Employees	2,861	331	2,000	1,335
	6301	Insurance-Property	7,138	13,659	7,851	-
	6302	Insurance-Vehicle	9,954	11,865	10,950	-
	6303	Insurance-Liability	11,666	18,538	17,508	-
	6401	Gas/Electric-Buildings	13,307	12,226	17,000	16,600
	6403	Telecom Services	10,272	17,572	14,000	12,305
	6502	Rent/Lease-Equip/Mach/vehicles	3,282	3,918	4,889	2,689
	6601	Contractual-Professional	17,198	-	35,363	-
	6602	Contractual-Other	1,246	37	-	-
	6701	Repairs/Maint-Buildings	15,994	23,276	23,500	25,000
	6704	Repairs/Maint-EquipMachVehArt	22,230	14,667	19,025	-
	6803	Food	161	111	500	250
	6850	Principal	86,275	-	-	-
	8030	Transfer to Debt Service Fund	-	71,896	86,275	86,275
General Total			2,581,431	2,454,855	2,978,784	3,280,338

FIRE

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Fire Administration						
230						
GPET						
11						
	6104	Software & Website Fees	-	-	-	21,800
	6105	Uniforms/Clothing	5,147	-	-	-
	6107	Tools	-	-	-	5,000
	6108	Equip/Mach/Furniture-Non-cap	85,533	48,397	89,300	70,937
	6111	Department Functional Supplies	573	-	-	-
	6201	Travel/Training	4,142	881	-	-
	6204	Licenses/Fees/Permits- Other	20	-	-	-
	6403	Telecom Services	761	240	-	-
	6502	Rent/Lease-Equip/Mach/vehicles	664	-	-	-
	6601	Contractual-Professional	41,492	29,780	54,480	15,222
	6602	Contractual-Other	177	37	-	-
	6701	Repairs/Maint-Buildings	17,067	113	25,000	40,000
	6704	Repairs/Maint-EquipMachVehArt	5,969	6,594	19,500	36,200
	7600	Cap Outlay-Equip/MachVehicles	49,309	44,005	44,000	-
GPET Total			210,854	130,047	232,280	189,159
Direct Distribution						
12						
	6108	Equip/Mach/Furniture-Non-cap	-	2,275	11,500	-
	6111	Department Functional Supplies	1,147	2,010	2,000	2,000
Direct Distribution Total			1,147	4,285	13,500	2,000
Debt Service						
30						
	6850	Principal	-	86,275	86,275	86,275
Debt Service Total			-	86,275	86,275	86,275
Special Revenue						
20						
	7600	Cap Outlay-Mach/Equip/Vehicles	144,710	(10,000)	-	-
Special Revenue Total			144,710	(10,000)	-	-
Fire Administration Total			2,938,142	2,665,462	3,310,839	3,557,772

FIRE

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Fire Fighting						
231						
	GPET					
	11					
	8010	Transfer to General Fund	-	27,963.10	27,963.10	-
	8040	Transfer to Capital Proj Fund	-	58,036	58,037	250,000
	GPET Total		-	85,999	86,000	250,000
	Special Rev					
	20					
	6105	Uniforms/Clothing	640	-	4,562	9,562
	6108	Equip/Mach/Furniture-Non-cap	16,352	-	38,041	27,263
	6111	Department Functional Supplies	-	-	1,574	1,574
	6801	Printing	2,120	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	-	-	142,000	-
	7600	Cap Outlay-Mach/Equip/Vehicles	-	(2,747)	21,739	-
	Special Revenue Total		19,112	(2,747)	207,916	38,399
	Cap Projects					
	40					
	6701	Repairs/Maint-Buildings	-	-	58,036.90	-
	7600	Cap Outlay-Mach/Equip/Vehicles	-	-	500,000	750,000
	Cap Projects Total		-	-	558,037	750,000
Fire Fighting Total			19,112	83,308	851,953	1,038,399
Fire Prevention						
232						
	GPET					
	11					
	6602	Contractual-Other	-	9,000	9,000	-
	GPET Total		-	9,000	9,000	-
Fire Prevention Total			-	9,000	9,000	-
Medical Services						
236						
	General					
	10					
	6111	Department Functional Supplies	3,989	4,947	9,000	9,000
	General Total		3,989	4,947	9,000	9,000
	GPET					
	11					
	6601	Contractual-Professional	136,620	128,112	166,677	154,260
	GPET Total		136,620	128,112	166,677	154,260
Medical Services Total			140,609	133,060	175,677	163,260

FIRE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10230				
	6001		\$1,896,797	Current FT positions
	6001		\$181,653	3 new FTE to be hired in preparation to attend the Fall Joint New Hire Academy in Cheyenne
	6003		\$110,000	Off Duty Recall for Emergency response related to incidents and minimum staffing needs
	6003		\$10,000	Our Firefighters instructing at the Joint New Hire Academy in Cheyenne, both sessions (fall and Spring). All participating Departments provide instructors for these new hire academies. This has been our only cost of entry into the Academy
	6003		\$16,500	3 new FTE overtime to attend the 11 week Joint New Hire Academy in Cheyenne, Fall 2025
	6101		\$3,200	General Office Supplies pens, notebooks, binders, paper clips, etc
	6101		\$8,000	General cleaning and household supplies for the Fire Station. We do not contract a cleaning service, the staff cleans the building and provides snow removal. This was moved from 10230.6111 for the FY26 budget.
	6102		\$3,000	Copy Count - Copier/Printer. This is for two printers one in the Admin Office and 1 in the Fire Station Office. Each printer has a contractual range of copies for defined dollar rates. This line covers both printers
	6103		\$550	Mini PC for South bay area to provide visual of CAD Incident information, Daily Calendar, and other Dashboards
	6103		\$700	Large Screen tv monitors for North and South bays to display CAD incident information
	6104		\$500	Subscription to the National Testing Network. This is the online written test for entry level firefighters in Wyoming and meets Civil Service requirements. This is a yearly subscription
	6104		\$1,000	Yearly subscription to HAAS Safety Alert. Digital alerting is an electronic notification sent directly to a driver. HAAS Alert leverages this technology through its flagship platform Safety Cloud®. Emergency or roadside vehicles equipped with Safety Cloud send digital alerts straight to drivers through navigation apps or vehicle infotainment centers. These alerts notify drivers that there is an emergency vehicle or roadside worker nearby and they should slow down and move over. Increases safety for our employees who are working emergency scenes in roadways
	6104		\$2,000	Yearly subscription to Lexipol Fire Rescue 1 Academy. FireRescue1 Academy, a product of Lexipol, is an online training platform offering fire and EMS training courses, including over 1,000 courses and videos, and approved EMS CEUs, designed to help fire departments meet training mandates and enhance firefighter skills. This provides certified classroom instruction on demand.
	6104		\$130	Subscription to NFPA Link online access to National Fire Protection Association Standards
	6104		\$2,600	Blazestack Fire Investigation software., yearly subscription By adopted fire code and Home Rule we are required to investigate all fires within the City limits. This software provides an efficient and consistent platform to complete and submit those investigations
	6104		\$9,000	Flow MSP/Image Trend Inspections, Yearly subscription. This replaces Mobileyes software we have previously used and integrates with the RMS provided to us by the State of Wyoming for inspections and code enforcement
	6105		\$21,000	Contractual Obligation for Clothing and Personal Equipment
	6105		\$1,500	Contractual Obligation for Class A uniform following Year One successful completion
	6105		\$5,400	3 new FTE Station wear, Pants, boots, shirts, fitness clothing, Fall 2025
	6111		\$2,000	This is for the CPR/First Aid classes taught to the public. The students pay for the class at Customer Service prior to taking the class. When the class records are completed, we pay for the students cards in bulk for each class. The cost of the class equals the cost of the cards.
	6112		\$150	General Postage needs, Inspection Letters, Etc
	6201		\$14,000	Other training needs, recert, career path requirements

FIRE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6201		\$10,098	3 new FTE, Per Diem to attend the Joint New Hire Academy in Cheyenne, Fall 2025
	6201		\$315	3 new FTE, IFSTA Essentials of Firefighting Manuals for Joint New Hire Fire Academy in Cheyenne, Fall 2025
	6201		\$3,000	Per Diem, Instructors at Joint New Hire Fire Academy. Our cost to enter new hires into this academy is to send subject matter experts from SFR to teach certain modules at the academy. This covers instructors at both the Fall and Spring sessions
	6201		\$2,000	CPR Instructor certification course - Internal
	6201		\$4,200	3 New FTE, Fall Academy, New Hire Fire Academy consumables (products used for ventilation and fire attack drills during the 12 week academy)
	6202		\$35	Wyoming Association of Fire Marshal's, Fire Marshal George Neeson
	6202		\$450	Wyoming Association of Fire Chiefs, Chief Harnish \$100, DCO Brutlag \$30, FM Neeson \$30, BC Johnston \$30, BC Fried \$30, BC Johnson \$30. \$200 more for the yet unknown dues for the paid fire chiefs of WY section for all above
	6202		\$225	National Fire Protection Association Membership, FM Neeson
	6202		\$830	International Association of Fire Chiefs (Includes the Missouri Valley Division dues) Chief Harnish \$215, DCO Brutlag \$123, FM Neeson \$123, BC Johnston \$123, BC Fried \$123, BC Johnson \$123
	6202		\$200	Newly formed Wyoming Consortium Fire Chiefs, yearly dues. \$100 GH, \$50 CB, \$50 GN. This group works to create efficiencies in processes that are unique to the paid fire service in WY (education, testing, assessment centers, etc)
	6203		\$35	Renewal of Advanced Cardiac Life Support Instructor, 2 year certification. Our EMT's that are Intermediate or Paramedic must have ACLS certifications renewed every 2 years. Having an instructor on staff facilitates that instruction/certification at a much cheaper cost then travelling to take the course.
	6203		\$72	Renewal of Advanced Cardiac Life Support certificate, 2 year. Our EMTs that are Intermediate or Paramedic are required to retake and be recertified in ACLS every 2 years
	6203		\$282	Renewal of Basic Life Support Instructors (CPR/First aid) recertification, 2 year. Sheridan Fire-Rescue provides instruction for the community City Staff and BLS instruction/recertification is required for all levels of EMTs for recertification. Instructors on staff minimize the cost for our employees
	6203		\$21	Renewal of Basic Life Support (CPR) recertification, 2 years. All EMTs are required to recertify every 2 years as part of the EMT recertification process
	6203		\$90	Renewal of Pediatric Advanced Life Support, 2 year. Our EMTs that are Intermediate or Paramedic are required to recertify this certificate every 2 years as part of their EMT recertification process
	6203		\$35	Renewal of Pediatric Advanced Life Support Instructor, 2 year certification. Our EMT's that are Intermediate or Paramedic must have PALS certifications renewed every 2 years. Having an instructor on staff facilitates that instruction/certification at a much cheaper cost then travelling to take the course.
	6203		\$150	Renewal of National Registry of Emergency Medical Technicians Certification, 2 year. Every 2 years EMTs must recertify at the level they provide care at. Each 2 year process includes 55-150 hours of continuing education which is provided to NREMT for recertification purposes
	6203		\$100	Renewal of Ice Rescue Instructors certification, Dive-Rescue International, 2 year. Sheridan Fire-Rescue maintains a response capability for Ice Rescue. Having two instructors on staff provides for inexpensive educational experiences to all SFR employees
	6203		\$250	Renewal of International Code Council Fire Inspector certification. As part of "Home Rule" SFR maintains a program for Fire Inspection Maintenance on Commercial target hazards within the City Limits. ICC is the code adopted by the State and the City.
	6203		\$55	Renewal of SAFE KIDS car seat Technician certification, 2 year. SFR provides a program for properly installing child safety car seats for community members. A appropriately installed and fitted car seat provides a safer environment for a child in the event of a vehicle accident
	6203		\$20	Renewal of the City of Sheridan Fire-Rescue State of Wyoming Ambulance Service License, yearly.
	6203		\$225	Renewal of Firefighters CDL Licenses, 5 year. Sheridan Fire-Rescue requires all employees to maintain a Wyoming Class B CDL license.

FIRE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6401		\$16,600	Gas and electric for Fire Station and Administration Office. FY25 approximately 1000/month + 14% increase as rereported by MDU for FY26
	6403		\$7,560	Cell phone stipends for all officers. The cell phone is an integral part of internal communications and an invaluable tool on emergency scenes where many references have moved from hard copy to online applications
	6403		\$3,745	Annual ImageTrend CAD Integration
	6403		\$1,000	Penguin Management Inc - Annual renewal of paging system
	6502		\$1,889	Copier/Printer Lease Expires December 2025
	6502		\$800	Buyout payment on the contract for the rental equipment.
	6701		\$25,000	Replace Flooring in Common/Public Areas at Fire Station
	8030		\$86,275	Transfer to Debt Fund - Fire A Loan Payment # 4 out of 20
10236				
	6111		\$9,000	Emergency Medical Supplies, medications, bandages, IV fluids and supplies, gloves, etc.
11230				
	6104		\$21,800	First Due RMS
	6107		\$5,000	Firefighting tools to include forcible entry, roof hooks, gate valves, and mounting hardware
	6108		\$2,500	BK Radio mainteance
	6108		\$5,000	General fire hose replacement
	6108		\$9,300	Bunker gear replacement plan
	6108		\$5,502	42/5 gal containers of class A foam. When you purchase a pallet (42/5 gal containers) shipping is free. This product has a long shelf life and is more fiscally responsible when purchased in bulk. Usage depends on the fires encountered each year but it is appropriately used on all class A fires
	6108		\$1,500	Replacement program for 10 particulate blocking hoods. These hoods are a required component of the structural firefighting PPE ensemble and a critical part of firefighter cancer risk reduction
	6108		\$2,160	New EMS equipment packs
	6108		\$2,000	HazMat Equipment/Inventory Maintenance
	6108		\$2,000	Technical Rescue Equipment Maintenance
	6108		\$1,500	Intentional Mass Casualty Incident Equipment/Inventory - rapid extrication devices, tourniquets, chest seals, quick clot, and point of wound kits.
	6108		\$27,600	3 new FTE, Structural Firefighting Pants and Coat PPE (bunker Gear), 2 sets each. 2 sets are essential as each firefighter needs a spare set to use while one set is laundered post exposure. This PPE is required to be professionally fit to each firefighter by the manufacturer. Fall 2025 Academy
	6108		\$3,000	3 new FTE, Structural Firefighting boots, hood, and gloves. Fall 2025
	6108		\$1,800	3 new FTE Structural Firefighting Helmet and gear bag, Fall 2025
	6108		\$4,050	3 new FTE, Wildland Firefighting PPE, boots, pants, shirt, helmet, gloves. Fall 2025

FIRE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6108		\$1,800	3 new FTE, Rental bunker gear for New Hire Academy. Ordering new gear is 3-4 months out and a set of gear is usually destroyed during the academy. Renting is much more timely and cost effective. Fall 2025
	6108		\$600	2 DeWalt light stands and 2 batteries. Scene lighting for fire investigations.
	6108		\$625	Replace expiring Wildland Fire Helmets
	6601		\$6,000	Monthly Medical Director payment
	6601		\$6,000	Promotional Exam, potentially
	6601		\$882	Annual blood draw, part of OSHA required physical
	6601		\$1,500	3 new FTE pre-hire medical clearance, Physical, hearing, and labs. Joint New Hire Academy, Cheyenne, Fall 2025
	6601		\$840	Bi-Annual Hearing exam, part of OSHA required medical monitoring for firefighters
	6701		\$25,000	Building repair and maintenance: floor project.
	6701		\$15,000	Vendor provided Building Maintenance and Repairs
	6704		\$9,000	NFPA Testing - pumps, hose, ladders
	6704		\$9,000	SCBA flow testing and Hydro testing
	6704		\$2,000	Extrication Tool maintenance
	6704		\$1,800	Breathable air compressor maintenance and testing
	6704		\$2,800	Calibration gas for single and multi gas detectors. O2, CO, VOS, flammable gas CL2, HCN
	6704		\$600	Yearly maintenance on fire station, fire apparatus, and fire administration fire extinguishers
	6704		\$1,000	Bunker gear (firefighter structural personal protective equipment) decontamination solutions. These solutions work as a cleaning agent in combination with the extractor (heavy duty washing machine) that cleans the PPE after exposure to toxic environments. This extends the life of the gear and is a proven tactic in cancer risk reduction for firefighters
	6704		\$10,000	Vendor provided Vehicle Repair and Maintenance
11236				
	6601		\$154,260	WREMS Contract - 5/24-6/27 - No amendment for FY26
12230				
	6111		\$2,000	Public Education Supplies
30230				
	5010	0278A	(\$86,275)	Transfer from General Fund - Fire A Loan Payment # 4 out of 20
	6850	0278A	\$86,275	Fire A Loan Payment # 4 out of 20
20231				
	4280	0264G	(\$7,962)	SHSP Grant 09/01/2024 - 08/31/2026

FIRE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	4280	0264G	(\$6,460)	RF FY25 Grant Expires 08/31/2025
	4820	0081A	(\$5,000)	Wolf creek foundation
	6105	0081A	\$4,562	RF as of 04/09/25
	6105	0081A	\$5,000	FY25 Wolf creek donation not budgeted
	6108	0081A	\$9,301	RF as of 04/09/2025
	6108	0081A	\$10,000	FY25 Donation for ballistics gear
	6108	0264G	\$7,962	SHSP Grant 09/01/2025 - 08/31/2026
	6111	0081A	\$1,574	RF as of 04/09/2025

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POLICE

MISSION STATEMENT

The mission of the Police Department is to continuously evolve while serving all people in our jurisdiction by preventing crime, protecting life, and improving the quality of life. We will work towards our goals through challenging and relevant training, quality hiring, and working with community partners.

FY26 Police Staffing		
Position	Headcount	FTE
Police Chief	1	1
Police Captain	1	1
Administrative Coordinator	1	1
Police Lieutenant	2	2
Police Sergeant	3	3
Police Corporal	4	4
Police Officer	20	20
Community Service Officer	2	2
Evidence Technician	1	1
Records Technician	2	2

WHAT WE DO

The Police Department is responsible for the suppression and prevention of crime and disorder through the enforcement of local, state and Federal laws, as well as through educational and informative crime suppression efforts, within the jurisdictional boundaries of the City of Sheridan. Some of the specific functions of the Police Department include:

- Proactive police patrols
- Investigations of reported criminal activity
- Traffic law enforcement
- Reduction of alcohol/drug impaired crimes
- Response to emergency calls for assistance
- Education and Training to the public - TIPS, Citizen's Academy, etc.
- Provide safety and security during large scale events

FY26 BUDGET INITIATIVES

The FY26 budget has a focus on recruitment and retention of personnel. The department has routinely been short-staffed due to a multitude of factors and attempt to positively affect staffing levels are being made. Continued inflationary increases in supplies and equipment are anticipated. The department has necessary mechanical work to do in terms of dewatering pumps that prevent the influx of ground water into the basement of the department. A strong and healthy fleet is also a high priority to respond to community concerns. The department has requested four (4) patrol vehicles, three (3) of which will replace aged patrol vehicle with high miles.

LONG-TERM GOALS

The long-term goals of the Police Department include strategies to address seven (7) strategic priorities. Traffic Safety; Crime Prevention; Criminal Investigations; Community Policing; Mental Health; Growth, Resources and Community Needs; and Staff, Leadership and Personal/Professional Development are the strategic priorities identified through a Community Needs Assessment and Internal Review.

POLICE

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Police Administration						
210						
General						
10						
	6001	FT Salaries/Wages	2,314,474	2,181,410	2,754,104	2,858,630
	6002	PT Salaries/Wages	2,939	16,384	-	-
	6003	Overtime	51,544	33,821	35,000	35,000
	6010	Fica	52,588	48,038	62,152	64,565
	6030	Retirement	267,919	286,691	360,124	418,157
	6040	Workers Comp	42,651	35,148	44,948	34,143
	6050	Employee Insurance	491,241	483,001	603,078	632,456
	6101	Office Supplies	7,065	7,381	7,000	5,300
	6102	Copier Supplies	-	-	-	2,900
	6103	Technology Equipment	-	-	-	15,000
	6105	Uniforms/Clothing	22,340	9,733	30,277	25,000
	6109	Petroleum Products	527	-	-	-
	6111	Department Functional Supplies	43,740	40,969	50,000	40,000
	6112	Postage	-	-	-	1,000
	6113	Shipping/Freight	1,215	218	1,586	1,000
	6201	Travel/Training	26,706	21,753	35,000	30,000
	6202	Memberships	730	720	-	1,000
	6203	Licenses/Certs-Employees	-	145	-	500
	6301	Insurance-Property	9,194	13,574	10,113	-
	6302	Insurance-Vehicle	3,867	4,485	4,254	-
	6303	Insurance-Liability	22,060	35,787	33,108	-
	6305	Insurance-Claims	2,461	-	-	-
	6401	Gas/Electric-Buildings	30,539	27,379	-	37,156
	6403	Telecom Services	30,476	30,985	45,000	16,600
	6704	Repairs/Maint-EquipMachVehArt	(30)	-	1,500	1,500
	6801	Printing	1,558	1,605	1,648	2,500
	6802	Advertising	1,718	3,378	6,500	500
	6803	Food	163	352	500	500
General Total			3,427,682	3,282,957	4,085,890	4,223,407
GPET						
11						
	6103	Technology Equipment	-	350	350	-
	6110	Books/Periodicals	-	-	-	600
	6111	Department Functional Supplies	-	-	-	4,000
	6403	Telecom Services	-	-	-	2,800
	6601	Contractual-Professional	16,208	13,529	18,000	15,000
	6602	Contractual-Other	11,985	2,278	5,000	4,000
	6704	Repairs/Maint-EquipMachVehArt	11,193	1,100	12,000	1,500
	6802	Advertising	-	-	-	15,000
	8030	Transfer to Debt Service Fund	32,118	26,765	32,118	33,400
GPET Total			71,504	44,022	67,468	76,300

POLICE

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Police Administration						
210						
Direct Distribution						
12						
	6103	Technology Equipment	-	19	-	-
	6104	Software & Website Fees	48,079	36,739	57,000	54,000
	6108	Equip/Mach/Furniture-Non-cap	33,541	-	-	12,000
	6111	Department Functional Supplies	26,829	26,796	47,300	30,500
	6113	Shipping/Freight	622	21	1,000	1,000
	6502	Rent/Lease-Equip/Mach/vehicles	4,582	3,397	4,500	3,180
	6601	Contractual-Professional	3,259	3,276	4,000	11,500
	6602	Contractual-Other	26,971	23,105	33,960	39,000
	6701	Repairs/Maint-Buildings	41,195	21,504	27,000	25,000
	6704	Repairs/Maint-EquipMachVehArt	42,186	-	-	-
	7130	Cap Outlay-Bldg Improvements	21,900	-	-	-
	7400	Cap Outlay-Land/Site Imprvmnts	-	282	218,394	-
	7600	Cap Outlay-Equip/MachVehicles	-	-	-	25,000
Direct Distribution Total			249,165	115,140	393,154	201,180
Debt Service						
30						
	6850	Principal	52,259	53,771	53,830	55,382
	6851	Interest	5,788	3,347	3,288	3,018
Debt Service Total			58,047	57,118	57,118	58,400
Special Revenue						
20						
	6108	Equip/Mach/Furniture-Non-cap	23,804	-	-	-
	6113	Shipping/Freight	1,200	-	-	-
		Cap Outlay-Mach/Equip/Vehicles	-	83,219	83,219	-
Special Revenue Total			25,004	83,219	83,219	-
Police Administration Total			3,831,403	3,582,456	4,686,849	4,559,287

POLICE

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Crime Control/Investigate						
211						
Special Revenue						
20						
6003		Overtime	2,878	1,872	15,270	10,500
6010		Fica	39	26	163	333
6030		Retirement	334	251	743	333
6040		Workers Comp	53	30	36	333
6050		Employee Insurance	766	313	953	812
6111		Department Functional Supplies	-	-	8,883	8,883
6602		Contractual-Other	6,000	4,800	-	5,000
Special Revenue Total			10,070	7,293	26,049	26,196
Crime Control/Investigate Total			10,070	7,293	26,049	26,196
Special Revenue						
20						
6105		Uniforms/Clothing	1,845	579	8,621	6,938
6108		Equip/Mach/Furniture-Non-cap	-	-	19,333	-
6809		Miscellaneous	14,000	-	-	-
Special Revenue Total			15,845	579	27,954	6,938
Patrol Total			18,845	579	27,954	6,938
Traffic Control						
219						
Special Revenue						
20						
6003		Overtime	19,886	16,187	74,577	90,965
6010		Fica	277	224	200	4,183
6030		Retirement	2,330	2,172	356	5,301
6040		Workers Comp	364	255	286	4,233
6050		Employee Insurance	2,687	2,433	580	3,248
6108		Equip/Mach/Furniture-Non-cap	4,885	-	6,115	4,999
6602		Contractual-Other	-	-	730	-
6802		Advertising	-	-	500	-
6809		Miscellaneous	1,060	590	140	1,500
Special Revenue Total			31,489	21,862	83,484	114,430
Traffic Control Total			31,489	21,862	83,484	114,430

POLICE

Dept/ Division	Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Special Detail Services						
225						
GPET						
11						
	6001	FT Salaries/Wages	9,014	-	34,583	38,048
	6003	Overtime	301	-	-	-
	6010	Fica	121	-	501	552
	6030	Retirement	1,109	-	4,644	5,795
	6040	Workers Comp	176	-	567	457
	6050	Employee Insurance	3,969	-	12,864	13,277
	GPET Total		14,690	-	53,160	58,129
Special Revenue						
20						
	6001	FT Salaries/Wages	31,746	11,093	98,770	121,821
	6003	Overtime	378	-	-	-
	6010	Fica	433	151	1,432	1,767
	6030	Retirement	3,839	1,489	13,265	18,553
	6040	Workers Comp	608	175	1,620	1,462
	6050	Employee Insurance	12,483	1,952	-	40,574
	Special Revenue Total		49,486	14,860	115,087	184,177
Special Detail Services Total			64,176	14,860	168,247	242,306
Police Other						
227						
Special Revenue						
20						
	6800	Other Expenses	-	6,019	3,055	9,832
	Special Revenue Total		-	6,019	3,055	9,832
Police Other Total			-	6,019	3,055	9,832
Juvenile Probation/Parole						
240						
GPET						
11						
	6602	Contractual-Other	130,000	130,000	130,000	145,000
	GPET Total		130,000	130,000	130,000	145,000
Juvenile Probation/Parole Total			130,000	130,000	130,000	145,000

POLICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10210				
			6003	\$35,000 Overtime - Wages for sworn and civilian working in excess of 40 hour work week.
			6101	\$5,300 Specialized paper, keyboards, mice, thumb drives, pens, markers, highlighters, staples, pencils, batteries, post-its, memo pads, binder clips
			6102	\$2,900 Copy paper, other copier supplies and overage charges
			6103	\$15,000 Police Officers 8-9 MDCs (Mobile Date Computers).
			6105	\$25,000 clothing, footwear, outerwear, badges, protective items, handcuffs, duty belt and holsters/cases for both uniformed and non-uniformed officers.
			6111	\$16,000 building supplies, paper towels, cleaning supplies, cables, blood kits, AED pads, citations
	0013A		6111	\$24,000 Safe Rides Program. Pays taxi companies for the rides. Average spend is of 3K per month. Bars pay monthly toward this service.
			6112	\$1,000 postage
			6113	\$1,000 Shipping costs
			6201	\$30,000 Training - Peace officer basic, sniper school, IACP National Conference, WASCOP Conference, Spillman Conference - Admin Coordinators cost to attend
			6202	\$1,000 Memberships - NTOA (1@\$35), IACP (2 @ \$220), IACA (1@\$25), JCH (2@\$129), IAPE (2@\$65), FBINAA (1@\$110), etc
			6203	\$500 Notary Licenses - approximately 8 individuals
			6401	\$37,156 MDU is expecting a 14% increase. The projected YE total for FY25 is 32,593
			6403	\$1,600 Convergeone Inc Admin Phone Serv Agreement
			6403	\$15,000 T-Mobile
			6704	\$1,500 Radio repair and maintenance costs.
			6801	\$2,500 Printing brochures, business cards, warning books, decals, flyers, safe rides books,etc.
			6802	\$500 Bid advertisement
			6803	\$500 Food and drink for promotional and hiring ceremonies.

POLICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
11210				
	6110		\$600	Sheridan Press - 1 year subscription and books for promotional testing
	6111	0013A	\$4,000	Crime prevention - literature, supplies, give aways to promote and enhance community relations and education.
	6403		\$2,800	Additional PD aircards for the Toughbook MDCs
	6601		\$15,000	pre-employment screening, transcription services, background checks, K-9 bills, vet bills for animal calls, sex assault kits, chemical testing, NTN officer testing contract, occupational testing, rabies testing, web forwarding, domain registration, RMIN.
	6602		\$3,500	shredding, towing, ids
	6602		\$500	Lawn fertilization
	6704		\$1,500	In-car camera and body camera warranty
	6802	0005A	\$15,000	Digital & Radio Marketing to attract quality candidates
	8030	0069A	\$33,400	Transfer to Debt Service - Last Year on E911 Loan with FIB. The remaining principal is 55381.90 estimating interest at 3K. This budget amount is considering the Counties contribution of 25K
11240				
	6602		\$145,000	Sheridan County Justic Office
12210				
	6104		\$54,000	Software maintenance fees - Leads(\$4,200/yr), Paraben(\$1,300/yr), ZOHO(\$1,750/yr), Flex(\$13,000/yr), 10-21(\$4,400/yr), Digiticket(\$4,700/yr), PowerDMS(\$7,200/yr), IE Ext Tab(\$38/yr), Guardian Tracking(\$1,500/yr), Watchguard(\$10,000/yr), CC Evidence plus(\$3,744/yr).
	6108		\$12,000	Office furniture for Admin Coordinator office and Communication Coordinator office. Current furniture is over 20 years old.
	6111		\$4,000	28 AED batteries (5 yrs) and 28 electrodes (4yrs), UPS battery replacement 20 batteries every 2 years.
	6111	0011A	\$22,000	Range Expenses - practice ammo, ammo for basic, concrete work, duty ammo, range maintenance
	6111	0012A	\$4,500	Lab Expenses - gloves, storage boxes, Nik kits, etc
	6113		\$1,000	Shipping Costs
	6502		\$1,596	Police Dept copier lease expires 09/2028
	6502		\$1,584	Patrol Dispatch copier lease expires 09/2029
	6601		\$11,500	Performance Coaching - 10 personnel
	6602		\$26,000	Janitorial Services
	6602		\$6,000	Rug Cleaning New Contract Expires 2030 with a 6% increase yearly
	6602		\$7,000	NTN peace officer testing
	6701		\$25,000	heat pump maintenance, heating & cooling tower maintenance, drainage pumps, plumbing repairs, boiler maintenance, elevator contract
	7600		\$25,000	Replace broken water pump system. Water pumps have broken and MUST be replaced.

POLICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
30210				
	4410	0069A	(\$25,000)	Last year on E911 Loan through FIB. County contribution of 25K
	5011	0069A	(\$33,400)	Transfer from GPET - Last Year on E911 Loan with FIB. The remaining principal is 55381.90 estimating interest at 3K. This budget amount is considering the Counties contribution of 25K
	6850	0069A	\$55,382	Last Year on E911 Loan with FIB. The remaining principal is 55381.90 estimating interest at 3K. This budget amount is considering the Counties contribution of 25K
	6851	0069A	\$3,018	Last Year on E911 Loan with FIB. The remaining principal is 55381.90 estimating interest at 3K. This budget amount is considering the Counties contribution of 25K
20211				
	4270	0083G	(\$10,812)	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	4270	0083G	(\$6,500)	FY26 Grant Oct 2025 - Sept 2026
	6003	0083G	\$4,000	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	6003	0083G	\$6,500	FY26 Grant Oct 2025 - Sept 2026
	6010	0083G	\$333	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	6030	0083G	\$333	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	6040	0083G	\$333	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	6050	0083G	\$812	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
	6111	0013A	\$8,883	Crime Prevention RF FY25 balance as of 04/17/2025
	6602	0083G	\$5,000	RF FY25 EUDL Grant expires 09/30/2025 as of 04/17/2025
20214				
	4270	0187G	(\$3,507)	FY23 Grant balance expires August 25
	4270	0187G	(\$3,431)	FY24 Grant balance expires 08/2026
	6105	0187G	\$3,507	FY24 Grant balance expires August 25
	6105	0187G	\$3,431	FY24 Grant balance expires 08/2026
20219				
	4270	0085G	(\$8,500)	FY26 Alcohol Insp - Contract ends 06/30/27
	4334	0237G	(\$25,998)	FY25 Grant Personnel expires Sept 2025
	4334	0237G	(\$6,565)	FY24 Overtime Grant expires 09/30/2025 as of 04/17/25
	4334	0237G	(\$23,000)	FY26 Grant Oct 25-Sept 26
	4334	0238G	(\$7,968)	FY25 RF balance expires 09/30/25
	4334	0238G	(\$9,900)	FY26 Grant Oct 2025 - Sept 2026

POLICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	4334	0239G	(\$13,000)	FY25 Grant RF expires Sept 2025
	4334	0239G	(\$14,500)	FY26 Grant Oct 2025 - Sept 2026
	4334	0263G	(\$4,999)	FY25 Grant expires 09/2025
	6003	0085G	\$5,000	FY26 Alcohol Insp - Contract ends 06/30/27
	6003	0237G	\$15,000	FY25 Grant Cameras & Personnel expires Sept 2025
	6003	0237G	\$6,565	FY24 Overtime Grant expires 09/30/2025 as of 04/17/25
	6003	0237G	\$23,000	FY26 Grant Oct 25-Sept 26
	6003	0238G	\$5,000	FY25 RF balance expires 09/30/25
	6003	0238G	\$9,900	FY26 Grant Oct 2025 - Sept 2026
	6003	0239G	\$12,000	FY25 Grant RF expires Sept 2025
	6003	0239G	\$14,500	FY26 Grant Oct 2025 - Sept 2026
	6010	0085G	\$500	FY26 Alcohol Insp - Contract ends 06/30/27
	6010	0237G	\$3,333	FY25 Grant Cameras & Personnel expires Sept 2025
	6010	0238G	\$150	FY25 RF balance expires 09/30/25
	6010	0239G	\$200	FY25 Grant RF expires Sept 2025
	6030	0085G	\$500	FY26 Alcohol Insp - Contract ends 06/30/27
	6030	0237G	\$3,333	FY25 Grant Cameras & Personnel expires Sept 25
	6030	0238G	\$1,168	FY25 RF balance expires 09/30/25
	6030	0239G	\$300	FY25 Grant RF expires Sept 2025
	6040	0085G	\$500	FY26 Alcohol Insp - Contract ends 06/30/27
	6040	0237G	\$3,333	FY25 Grant Cameras & Personnel expires Sept 25
	6040	0238G	\$150	FY25 RF balance expires 09/30/25
	6040	0239G	\$250	FY25 Grant RF expires Sept 2025
	6050	0085G	\$500	FY26 Alcohol Insp - Contract ends 06/30/27
	6050	0237G	\$998	FY25 Grant Cameras & Personnel expires Sept 2025
	6050	0238G	\$1,500	FY25 RF balance expires 09/30/25
	6050	0239G	\$250	FY25 Grant RF expires Sept 2025
	6108	0263G	\$4,999	FY25 Grant expires 09/2025
	6809	0085G	\$1,500	FY26 Alcohol Insp - Contract ends 06/30/27

POLICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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20225

4490	0075A		(\$87,192)	SRO at High Schools reimbursed 75% from school with raise
4490	0207A		(\$96,985)	SRO at College 100% reimbursed based on a raise from 92,036
6001	0075A		\$57,072	SRO at High School Reimbursed 75%
6001	0207A		\$64,749	SRO at College 100% reimbursed
6010	0075A		\$828	SRO at High School Reimbursed 75%
6010	0207A		\$939	SRO at College 100% reimbursed
6030	0075A		\$8,692	SRO at High School Reimbursed 75%
6030	0207A		\$9,861	SRO at College 100% reimbursed
6040	0075A		\$685	SRO at High School Reimbursed 75%
6040	0207A		\$777	SRO at College 100% reimbursed
6050	0075A		\$19,915	SRO at High School Reimbursed 75%
6050	0207A		\$20,659	SRO at College 100% reimbursed

20227

4820	0076A		(\$6,000)	FY26 Shop with a Cop Contributions
6800	0076A		\$6,796	FY25 unexpected/unbudgeted collected funds
6800	0076A		(\$2,964)	RF FY25 negative balance
6800	0076A		\$6,000	FY26 Shop With Cop donations

20430

4270	0084G		(\$8,500)	Tobacco Inspection Grant - Contract ends 06/30
6003	0084G		\$5,000	Tobacco Inspection Grant - Contract ends 06/30
6010	0084G		\$500	Tobacco Inspection Grant - Contract ends 06/30
6030	0084G		\$500	Tobacco Inspection Grant - Contract ends 06/30
6040	0084G		\$500	Tobacco Inspection Grant - Contract ends 06/30
6050	0084G		\$500	Tobacco Inspection Grant - Contract ends 06/30
6809	0084G		\$1,500	Tobacco Inspection Grant - Contract ends 06/30

POLICE COMMUNICATIONS

MISSION STATEMENT

Police Communications have the same mission statement as that of the Police Department - to continuously evolve while serving all people in our jurisdiction by preventing crime, protecting life, and improving the quality of life. We will work towards our goals through challenging and relevant training, quality hiring, and working with community partners.

FY26 Police Communications Staffing		
Position	Headcount	FTE
Communications Officer	11	11

WHAT WE DO

Sheridan Police Department Communications center provides service to all public safety agencies in Sheridan County. Operating on a rotating 12-hour shifts, communications officers have vast responsibilities to both our public and social service partners. Some of the duties of the communications center include:

- Answer and triage 911 and non-emergency requests for services
- Direct dispatch of eleven (11) law enforcement, medical, and fire resources to said requests
- Access National Crime Information Computer database for records checks
- Monitor multiple camera systems, flood gauges and NOAA channel
- Monitor ten (10) other support agencies such as WHP, Game and Fish, Forest Service, and State of Montana agencies in case assistance is needed
- Provide emergency medical instructions to callers if needed
- Monitor and answer walk-in requests for service after business hours
- Issue and broadcast emergency alerts to the community

FY26 BUDGET INITIATIVES

The FY26 budget reflects some minor cuts to certain line items, but remains relatively flat. The department is at full-staff in the communications center for the first time in some time. The department continues to focus on professional development and technology, adding a new program to the dispatch center that does automatic transcription, translation, and geo-location of 911 calls for service, along with other features and functions to improve efficiencies in the center..

LONG-TERM GOALS

The long-term goal of the communications division is to continue to provide emergency call response and resource allocation to the residents and visitors of the City of Sheridan and Sheridan County. No large-scale projects or expenditures are required at this time due to the recent remodel of the communications center, and upgrade of both radio and phone systems. The communications center has a high historical turnover rate. Recruitment and retention remain a priority for the department to maintain a high level of service our community expects.

POLICE COMMUNICATIONS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Communication Services/911						
223						
General						
10						
	6001	FT Salaries/Wages	446,552	442,108	604,604	640,816
	6002	PT Salaries/Wages	26,324	19,707	52,370	-
	6003	Overtime	43,370	41,888	35,000	35,000
	6010	Fica	37,150	36,564	50,259	49,022
	6030	Retirement	55,323	64,199	81,198	97,596
	6040	Workers Comp	969	917	1,248	1,025
	6050	Employee Insurance	130,974	119,704	199,532	159,151
	6101	Office Supplies	-	-	-	2,000.00
	6105	Uniforms/Clothing	1,698	1,586	2,000	2,000
	6111	Department Functional Supplies	2,132	1,056	2,500	-
	6113	Shipping/Freight	103	-	250	150
	6201	Travel/Training	4,730	4,831	10,000	8,000
	6203	Licenses/Certs-Employees	-	-	-	500.00
	6403	Telecom Services	702	210	850	-
	General Total		750,025	732,769	1,039,811	995,260
Communication Services/911 Total			750,025	732,769	1,039,811	995,260

POLICE COMMUNICATIONS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10223

	6003		\$35,000	Overtime wages built into the schedule and covering open/vacant shifts.
	6101		\$2,000	Headsets, keyboards, chairs and ancillary equipment.
	6105		\$2,000	Uniforms for all civilian employees
	6113		\$150	Shipping costs
	6201		\$5,000	Dispatch Basic, EMD Training, etc.
	6201		\$3,000	Summit Conference - Systems covered are FLEX (CAD system, Callworks (911 Phones), Radios, Command Central, mapping, etc. Cost for Communications System Coordinator to attend.
	6203		\$500	Certifications - EMD (Emergency Medical Dispatch) - approximately 8 individuals

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ANIMAL SHELTER

MISSION STATEMENT

Our mission is to be a safe haven for stray and surrendered pets until they are adopted, rehabilitated, or returned to their owner..

WHAT WE DO

Year to date, the Shelter's daily housing has an average of 118 animals per day. Additionally, the shelter reported the following:

- ***Pets safely returned to their owners***
 - 169 dogs
 - 39 cats
 - 3 various small animals
- ***Adoptions***
 - 87 dogs
 - 178 cats
 - 18 various small animals
- ***Pets Surrendered***
 - 78 animals were surrendered to the Shelter
- ***Strays (brought in by police, public, and CSO)***
 - 378 animals were brought to the shelter as strays or surrenders
- ***Services***
 - 116 low cost spay neuter certificates issued
 - 1,684.5 volunteer hours and provides thousands of hours of community service opportunities

FY26 BUDGET INITIATIVES

The FY26 budget reflects the operational payment of \$100,000, along with building/facility maintenance and utilities. The City is projecting some continued maintenance items to be necessary for operations as the facility is approximately 20 years old.

LONG-TERM GOALS

The long-term goals of the Shelter are many. First and foremost, is the care and upkeep of the building that was built with donations and given to the City to maintain and for the safe housing and shelter for many abandoned displaced pets. The Animal Shelter provides a vital service to the City of Sheridan at a cost vastly lower what would be needed for a City owned and staffed shelter.

ANIMAL SHELTERS

Division		Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Shelter Administration							
270							
		GPET					
		11					
	6301		Insurance-Property	1,834	2,709	2,018	3,224
	6401		Gas/Electric-Buildings	13,068	11,571	20,000	16,000
	6601		Contractual-Professional	100,000	130,000	100,000	100,000
	6602		Contractual-Other	60,000	-	40,000	30,000
	6701		Repairs/Maint-Buildings	11,270	-	5,000	1,500
		GPET Total		186,172	144,279	167,018	150,724
Shelter Administration Total				186,172	144,279	167,018	150,724

ANIMAL SHELTER NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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11270

	6301		\$3,224	DOG AND CAT SHELTER 85 increase 19%
	6401		\$16,000	Shelter Admin MDU with the FY25 projected to end at 14000 with a 14% increase for FY26.
	6601		\$100,000	Dog & Cat Shelter Lease/Service Agreement Expires 2041
	6602		\$30,000	FY26 Second Chance Cat Rescue Award
	6701		\$1,500	Repairs and maintenance to building

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MISSION STATEMENT

The Engineering Division works to enhance the health, safety, and welfare within the City by providing economical, responsive, and effective professional engineering services, while ensuring sustainable and resilient infrastructure.

FY26 Engineering Staffing		
Position	Headcount	FTE
Public Works Director	1	1
Fleet & Administrative Coordinator	1	1
City Engineer	1	1
Sr. Project Manager	1	1
Project Manager	1	1

WHAT WE DO

The Engineering Division provides many essential functions for the City of Sheridan. These include the administration of the Capital Improvement Plan, review of engineering design documents, coordination of street maintenance, annual levee inspections, project oversight, project bidding, budget for ongoing projects, managing grant and loan funds, traffic services, procurement of vehicles and equipment for the City fleet, community updates on projects both upcoming and ongoing, storm sewer planning and mapping, coordination with the Utilities Department for projects, review of engineering design of subdivisions, and general engineering support for all other departments and divisions within the City. In addition, the Engineering Division is responsible for keeping GIS mapping and database up to date and accurate. This includes adding or revising information as new subdivisions, and roadways are incorporated into the City.

The Public Works Director oversees the following divisions within the Public Works Department: Engineering, Building, Planning/Zoning, Streets, Signs, Service Center/Fleet, and General Govt Buildings.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue capital projects to maintain a sound infrastructure and level of service to the community.

LONG-TERM GOALS

The long-term goals of this department are to continue to update the maps and planning for our storm sewer program, continue to seek alternative funding options for our projects, and keep the Capital Improvement Program up to date.

ENGINEERING

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Engineering						
182						
	General					
	10					
	6001	FT Salaries/Wages	368,555	323,455	392,315	401,019
	6003	Overtime	4,320	3,052	3,000	3,500
	6010	Fica	27,198	23,612	29,187	28,594
	6030	Retirement	42,855	37,882	45,587	46,598
	6040	Workers Comp	6,769	5,146	6,434	4,812
	6050	Employee Insurance	72,801	67,239	78,587	81,025
	6101	Office Supplies	391	280	500	500
	6102	Copier Supplies	138	177	200	-
	6103	Technology Equipment	1,639	285	-	-
	6104	Software & Website Fees	4,569	4,569	5,000	6,960
	6105	Uniforms/Clothing	-	822	1,200	1,200
	6107	Tools	-	75.51	-	-
	6108	Equip/Mach/Furniture-Non-cap	650	665	2,200	-
	6110	Books/Periodicals	55	-	-	-
	6111	Department Functional Supplies	321	362	500	500
	6112	Postage	81	175	100	-
	6201	Travel/Training	9,690	2,952	12,000	11,400
	6203	Licenses/Certs-Employees	165	165	200	200
	6302	Insurance-Vehicle	218	262	240	-
	6303	Insurance-Liability	2,557	3,961	3,837	-
	6403	Telecom Services	4,570	3,939	5,000	2,520
	6601	Contractual-Professional	18,330	10,299	20,000	20,000
	6602	Contractual-Other	-	541	-	-
	6704	Repairs/Maint-EquipMachVehArt	171	-	-	-
	6801	Printing	332	931	350	-
	6802	Advertising	1,382	3,329	2,000	2,000
	6803	Food	106	-	-	-
	General Total		567,862	494,177	608,437	610,828
	Direct Distribution					
	12					
	6101	Office Supplies	55	-	-	-
	6104	Software & Website Fees	10,000	10,479	12,000	11,000
	6111	Department Functional Supplies	98	-	-	-
	6201	Travel/Training	1,501	-	-	-
	6202	Memberships	637	751	500	1,000
	6601	Contractual-Professional	248,247	136,905	270,776	150,000
	6801	Printing	169.00	-	-	-
	6802	Advertising	2,468	-	-	-
	Direct Distribution Total		263,174	148,135	283,276	162,000
Engineering Total			831,036	642,312	891,713	772,828

ENGINEERING NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10182

	6104		\$6,960	3 - AutoDesk (Auto CAD) licenses (2 renewals & 1 new) +Imaginit
	6105		\$1,200	Boots, jackets and or shirts
	6111		\$500	Eng. mics. supplies
	6201		\$8,000	APWA Conference, CEUs for required PE licenses
	6201		\$400	Project Manager training/classes
	6201		\$3,000	Leadership Wyoming for David F. 50/50 cost share
	6203		\$200	P.E. license renewals
	6403		\$2,520	Phone Stipend for 3 people
	6601		\$20,000	Citizen concerns, right-away and unforeseen projects, and surveying
	6802		\$2,000	Display ads

12182

	6104		\$11,000	Engineering portion of ESRI
	6202		\$1,000	APWA memberships
	6601		\$88,750	Funding for consulting misc. Engineering projects and surveying that come up throughout the year, that aren't foreseen
	6601		\$50,000	GIS - Stop Gap
	6601		\$11,250	Cost share w/County for GC flood control

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PLANNING/ZONING

MISSION STATEMENT

The Planning/Zoning Division strives to encourage and promote the orderly and responsible growth of the City of Sheridan. We accomplish this with proper zoning, planning, and best management practices, while focusing on thoughtful and vibrant development.

FY26 Planning/Zoning Staffing		
Position	Headcount	FTE
City Planner	1	1
Planning Technician	1	1

WHAT WE DO

The Planning/Zoning Division is responsible for all zoning, subdivision, building, and permitting activity within the City. We strive to be responsive and solution oriented in our approach to guiding applications through the planning and development processes.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to facilitate the Downtown Design Standards, and necessitate the essential requirements of developments that may include miscellaneous engineering and surveying needs from consultants.

LONG-TERM GOALS

The long-term goals of the Planning/Zoning Division are to create Downtown Design standards, while keeping them aligned with the community goals and character, and the overall zoning code update.

PLANNING/ZONING

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25	
					Revised Budget	FY26 Budget
Planning/Zoning						
621						
General						
10						
	6001	FT Salaries/Wages	67,294	134,733	168,340	162,938
	6003	Overtime	374	202	300	300
	6010	Fica	4,871	9,979	12,878	12,467
	6030	Retirement	7,689	15,679	19,561	18,933
	6040	Workers Comp	1,211	2,130	2,761	196
	6050	Employee Insurance	18,195	20,770	39,581	19,414
	6101	Office Supplies	130	99	1,000	500
	6103	Technology Equipment	250	794	-	-
	6104	Software & Website Fees	-	120	1,400	1,200
	6105	Uniforms/Clothing	-	288.00	300.00	300.00
	6108	Equip/Mach/Furniture-Non-cap	4,182	600	4,000	-
	6110	Books/Periodicals	79	-	-	-
	6111	Department Functional Supplies	279	-	500	-
	6112	Postage	832	551	800	-
	6201	Travel/Training	1,150	4,330	8,000	4,600
	6202	Memberships	448	1,190	1,000	1,190
	6302	Insurance-Vehicle	73	80	80	-
	6303	Insurance-Liability	1,046	1,700	1,569	-
	6403	Telecom Services	427	1,061	1,500	840
	6501	Rent/Lease-Buildings/Land	-	270.00	-	1,200.00
	6601	Contractual-Professional	384	511	-	-
	6602	Contractual-Other	186	813	-	1,000
	6704	Repairs/Maint-EquipMachVehArt	855	-	-	-
	6801	Printing	207	75	200	1,000
	6802	Advertising	4,707	1,515	4,000	4,000
	General Total		114,870	197,490	267,770	230,078
Direct Distribution						
12						
	6103	Technology Equipment	491	-	-	-
	6108	Equip/Mach/Furniture-Non-cap	4,707	-	-	-
	6601	Contractual-Professional	78,970	44,375	200,000	100,000
	6801	Printing	-	307.83	-	-
	Direct Distribution Total		84,169	44,683	200,000	100,000
Planning/Zoning Total			199,038	242,173	467,770	330,078

PLANNING/ZONING NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10621

	6104		\$1,200	Warranty deeds, plats, easements (pre 2000) will share login with Clerks' Office, Utilities, GIS, etc.
	6105		\$300	Dept. shirts/jackets
	6111		\$0	Planning materials
	6201		\$2,500	National Planning Conference, CUEs required for license
	6201		\$500	For classes/training if City Planner can't get all credits at annual conference
	6201		\$800	Wyo Pass Conference (City Planner is the Secretary)
	6201		\$800	WyoPass Conference (Permit Tech)
	6202		\$320	American Planning Association - Sue G.
	6202		\$180	Association of State Floodplain Managers - Sue G.
	6202		\$180	American Institute of Certified Planners - Kelly S.
	6202		\$55	Wyoming Planners Association - Kelly S.
	6202		\$455	American Planning Association
	6403		\$840	Phone Stipend 1 person
	6501		\$1,200	Conference room/rental spaces for Public Meetings
	6602		\$1,000	County Recordings - Simplifile. Annual, as-needed, expense for recording documents with the county.
	6801		\$1,000	Postcards, Mailings, Business Cards
	6802		\$4,000	Advertising for Planning Commission, Board of Adjustments, Public Hearing Notices, Public Meetings, Annexations, Display ads

12621

	6601		\$100,000	Downtown design, Recording fees w/County, Annexations, Misc.
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BUILDING INSPECTIONS

MISSION STATEMENT

The Building Inspections Division's mission is to ensure commercial buildings and residential structures are constructed, altered, and maintained in the City of Sheridan to meet recognized standards, utilizing International Building Codes to ensure a safe and livable community.

FY26 Building Inspections Staffing		
Position	Headcount	FTE
Building Supervisor	1	1
Permit Technician II	1	1
Mechanical Inspector	1	1
Building Inspector	1	1
Electrical & Plumbing Inspector	1	1
Building Official/Plans Examiner	1	1
Code Compliance Officer	1	1

WHAT WE DO

The Building Inspections Division receives and reviews all applications for building permits for structures within the City of Sheridan, as well as reviews the plans and issues the permits. Perform inspections to buildings and structures during construction to ensure that they meet the standards required by code. Our Code Compliance Officer ensures compliance with the International Property Maintenance Code, existing Building Maintenance Code, and Sheridan City Code.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue training and certifications.

LONG-TERM GOALS

The long-term goals of the Building Inspections Division are to continue to cross train the inspectors.

BUILDING INSPECTIONS

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Building Inspections						
250						
General						
10						
	6001	FT Salaries/Wages	454,154	351,822	482,283	527,774
	6003	Overtime	799	259	2,100	1,000
	6010	Fica	31,729	24,854	36,894	40,375
	6030	Retirement	52,337	39,914	56,041	61,327
	6040	Workers Comp	8,268	5,553	7,909	6,333
	6050	Employee Insurance	150,984	122,338	162,096	179,982
	6101	Office Supplies	834	519	400	800
	6103	Technology Equipment	1,173	179	-	-
	6104	Software & Website Fees	30,502	31,476	32,700	32,700
	6105	Uniforms/Clothing	1,171	1,301	1,800	1,800
	6108	Equip/Mach/Furniture-Non-cap	8,762	1,460	3,500	1,200
	6110	Books/Periodicals	25	6,507	9,000	4,500
	6111	Department Functional Supplies	2,956	1,350	10,000	6,000
	6112	Postage	893	525	1,200	-
	6113	Shipping/Freight	75	346	-	-
	6201	Travel/Training	13,805	3,248	20,000	15,500
	6202	Memberships	160	270	150	270
	6203	Licenses/Certs-Employees	7,325	1,030	8,000	3,000
	6302	Insurance-Vehicle	212	367	233	-
	6303	Insurance-Liability	3,294	4,870	4,944	-
	6403	Telecom Services	6,445	4,897	6,792	-
	6502	Rent/Lease-Equip/Mach/vehicles	237	41	-	-
	6601	Contractual-Professional	-	16,731	10,000	15,000
	6602	Contractual-Other	525	122	-	-
	6704	Repairs/Maint-EquipMachVehArt	9,671	-	-	-
General Total			786,337	619,980	856,043	897,561
Building Inspections Total			786,337	619,980	856,043	897,561

BUILDING INSPECTIONS

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10250				
	6101		\$800	Batteries, pens, pads, etc.
	6104		\$32,700	Annual OpenGov Subscription
	6105		\$1,800	Boots, jackets, shirts
	6108		\$1,200	Chair, office furniture for Building Official
	6110		\$4,500	Code & Commentary Books, 2024 Code that was not release yet
	6111		\$6,000	Parts/supplies for Inspector equipment, misc.
	6201		\$9,000	EduCode for Building Inspector, Electrical/Plumbing Inspector, & Building Official for CEUs for certifications
	6201		\$1,500	IAEI Conference (Independent Alliance of the Electrical Industry) CEUs for Electrical Inspector
	6201		\$1,000	Property Maintenance Certification
	6201		\$4,000	OpenGov Conference
	6202		\$100	WCBO (Wyoming Conference of Building Officials)
	6202		\$170	ICC (International Code Council)
	6203		\$1,000	Maintain certification renewals for Building Official
	6203		\$1,000	Mechanical Plan Review and/or Plumbing
	6203		\$1,000	Building Plan Review and/or Fire
	6601		\$10,000	Commercial Plan Review (Cheyenne)
	6601		\$5,000	Code Review - consultations with Patrick Vandergriff

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STREETS

MISSION STATEMENT

The Streets Division is committed to providing safe and reliable travel on its streets and roadways for the benefit of City residents and visitors through a quality maintenance program utilizing best technology and environmental practices.

FY26 Streets Staffing		
Position	Headcount	FTE
Operations Superintendent	1	.75
Administrative Assistant	1	.5
Street Maintenance Supervisor	1	.75
Equipment Operator	10	7.5
Senior Street Equipment Operator	4	3

WHAT WE DO

The Streets Division is responsible for the repair, maintenance, and snow and ice control on 285 lane miles of City streets. The division also maintains and repairs 28 miles of alleys, 289,452 feet (54 miles) of storm sewer pipelines, 21 stormceptors (these prevent oil and other contaminants from entering the creeks), 2,506 storm sewer inlets, 860 storm sewer manholes, and 391 storm sewer outfalls. The Streets Division is also responsible for the inspection, repair, and maintenance of all flood control levees within the City of Sheridan.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for infrastructure maintenance.

LONG-TERM GOALS

The long-term goals of the Streets Division are to implement and carry out progressive, evolving maintenance plans for streets, alleys, and storm sewers through staffing, equipment upgrades, and making use of more effective and efficient methods and materials.

STREETS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Highways/Streets/Roadways						
311						
GPET						
11						
	8040	Transfer to Capital Proj Fund	-	40,000	200,000	-
GPET Total			-	40,000	200,000	-
Cap Projects						
40						
	7400	Cap Outlay-Land/Site Imprvmnts	2,241	-	68,188	-
	7500	Cap Outlay-Infrastructure	7,649	737	442,351	-
Cap Projects Total			9,890	737	510,539	-
Highways/Streets/Roadways Total			9,890	40,737	710,539	-
Street Construction/Maint						
312						
General						
10						
	6001	FT Salaries/Wages	680,277	518,319	658,690	675,160
	6002	PT Salaries/Wages	-	4,593	-	-
	6003	Overtime	15,913	8,282	5,000	7,500
	6010	Fica	50,416	38,994	50,237	51,526
	6030	Retirement	76,475	60,869	76,307	78,221
	6040	Workers Comp	12,532	8,384	10,770	8,081
	6050	Employee Insurance	156,240	107,296	183,087	145,126
	6060	Unemployment	9,656	-	-	-
	6101	Office Supplies	521	410	2,000	1,000
	6102	Copier Supplies	380	108	2,200	1,200
	6104	Software & Website Fees	10,216	14,503	23,585	12,965
	6105	Uniforms/Clothing	10,096	5,310	10,080	10,080
	6108	Equip/Mach/Furniture-Non-cap	4,738	2,441	3,000	-
	6109	Petroleum Products	1,613	-	-	-
	6111	Department Functional Supplies	123,633	31	-	-
	6113	Shipping/Freight	7,018	-	-	-
	6201	Travel/Training	993	3,615	9,500	9,000
	6202	Memberships	-	-	500	-
	6204	Licenses/Fees/Permits- Other	1,337	-	1,000	500
	6301	Insurance-Property	2,469	1,136	877	-
	6302	Insurance-Vehicle	7,973	10,761	8,788	-
	6303	Insurance-Liability	7,524	6,651	7,106	-
	6305	Insurance-Claims	1,000	125	-	1,000
	6401	Gas/Electric-Buildings	23,856	19,939	24,000	24,259
	6402	Electric-Other	-	-	-	-
	6403	Telecom Services	5,399	5,116	7,000	1,800

STREETS

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
312	6502	Rent/Lease-Equip/Mach/vehicles	19,698	15,237	15,000	13,500
	6601	Contractual-Professional	2,593	1,132	2,000	2,000
	6602	Contractual-Other	23,181	26,038	50,000	21,880
	6700	Repairs/Maintenance	133	-	-	-
	6701	Repairs/Maint-Buildings	28,606	9,104	5,000	-
	6704	Repairs/Maint-EquipMachVehArt	95,893	117	5,000	1,000
	6801	Printing	-	-	500	100
	6802	Advertising	-	-	500	-
	6803	Food	-	237.24	-	-
	7600	Cap Outlay-Equip/MachVehicles	-	-	-	-
		Cap Outlay-Mach/Equip/Vehicles	-	-	75,000.00	-
	8030	Transfer to Debt Service Fund	62,045	145,149	174,179	27,100
	8040	Transfer to Capital Proj Fund	-	-	-	-
General Total			1,442,424	1,013,895	1,410,906	1,092,998
GPET						
11						
	6402	Electric-Other	182,523	163,088	212,000	242,000
	6701	Repairs/Maint-Buildings	-	-	-	4,000.00
	8040	Transfer to Capital Proj Fund	-	1,050,000	1,050,000	1,189,000
GPET Total			182,523	1,213,088	1,262,000	1,435,000
Direct Distribution						
12						
	6101	Office Supplies	480	-	-	-
	6102	Copier Supplies	45	-	-	-
	6104	Software & Website Fees	7,531	801	-	-
	6105	Uniforms/Clothing	1,940	285	-	-
	6107	Tools	24	452	-	500
	6108	Equip/Mach/Furniture-Non-cap	5,262	-	-	-
	6111	Department Functional Supplies	92,733	148,514	215,000	215,000
	6201	Travel/Training	88	2,183	-	-
	6502	Rent/Lease-Equip/Mach/vehicles	279,940	278,115	293,062	297,777
	6601	Contractual-Professional	3,903	36,563	50,000	-
	6602	Contractual-Other	18,059	215	-	-
	6702	Repairs/Maint-Land/Site/Grnds	31,160	-	-	-
	6704	Repairs/Maint-EquipMachVehArt	1,680	44	-	-
	6853	Issuance Costs	500	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	-	-	27,763	-
Direct Distribution Total			443,344	467,173	585,825	513,277
Cap Tax						
21						
	8040	Transfer to Capital Proj Fund	-	2,631,007	2,850,000	4,000,000
Cap Tax Total			-	2,631,007	2,850,000	4,000,000
Public Benefit						
22						
	8040	Transfer to Capital Proj Fund	-	446,884	600,000	250,000
Public Benefit Total			-	446,884	600,000	250,000

STREETS

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
312	Debt Service					
	30					
	6809	Miscellaneous	1,000	1,000	1,000	-
	6850	Principal	42,234	61,547	165,581	47,900
	6854	Bad Debt Expense	-	-	-	-
	6851	Interest	24,585	13,706	22,854	12,700
	Debt Service Total		67,819	76,253	189,435	60,600
	Cap Projects					
	40					
	6601	Contractual-Professional	215,652	41,569	109,488	-
	6602	Contractual-Other	60,000	-	241	-
	6703	Repairs/Maint-Infrastructure	253,611	234,888	434,100	189,000
	7400	Cap Outlay-Land/Site Imprvmnts	7,505,340	2,298,369	7,924,256	4,250,000
		Cap Outlay-Site Improve - Depr	-	232,958	200,000	7,201
	7500	Cap Outlay-Infrastructure	-	74,887	950,000	1,125,000
	Cap Projects Total		8,034,603	2,882,672	9,618,085	5,571,201
	Street Construction/Maint Total		10,170,713	8,730,971	16,516,252	12,923,076
	Bridge/Viaduct/Grade Align					
315						
	GPET					
	11					
	8040	Transfer to Capital Proj Fund	-	-	-	300,000
	GPET Total		-	-	-	300,000
	Cap Projects					
	40					
	7400	Cap Outlay-Land/Site Imprvmnts	95,486	26,208	1,994,701	300,000
	Cap Projects Total		95,486	26,208	1,994,701	300,000
	Bridge/Viaduct/Grade Align Total		95,486	26,208	1,994,701	600,000
	Storm Drainage					
317						
	GPET					
	11					
	8040	Transfer to Capital Proj Fund	-	410,000	410,000	40,000
	GPET Total		-	410,000	410,000	40,000
	Cap Projects					
	40					
	6601	Contractual-Professional	378,600	240,712	455,389	-
	7400	Cap Outlay-Land/Site Imprvmnts	62,045	25,886	147,738	40,000
	Cap Projects Total		440,645	266,597	603,127	40,000
	Storm Drainage Total		440,645	676,597	1,013,127	80,000

STREETS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10312

	6102		\$1,200	Contract invoices for copier usage/overages
	6104		\$4,515	Cartegraph
	6104		\$7,800	Samsara - GPS & diagnostics
	6104		\$650	Art App
	6201		\$9,000	Asphalt Conference (2), Snow Conference (2), WY T-Squared (4), Hot Mix-U (1)
	6204		\$500	CDLs
	6305		\$1,000	city responsible damage claims
	6401		\$24,259	MDU is expecting a 14% increase. The projected YE total for FY25 is 21,280.
	6403		\$1,800	Phone stipends
	6502		\$13,500	Sheeps foot roller
	6601		\$2,000	One-Call of WY monthly tickets
	6602		\$6,400	Rugs & laundry service
	6602		\$600	Quarterly Pfitzer Pest Control
	6602		\$14,880	Greensky Commercial monthly cleaning
	6704		\$1,000	Repairs to small eq.
	8030	0064A	\$27,100	Transfer to Debt Service - CAT 140M3 Motor Grader Year 7 of 8 P&I

11312

	6402		\$242,000	Lighting/MDU - Street lights with 14% increase.
	6701		\$4,000	Hiring electricians, plumbers, door repairs, etc.
	8040	0152P	\$1,100,000	Transfer to Capital Proj - Pavement Rehabilitation (R&O) 0152P
	8040	0209P	\$9,000	Transfer to Capital Proj - Pavement Perseveration - Crack Sealing
	8040	0209P	\$80,000	Transfer to Capital Proj - Pavement Perseveration - Microsurfacing
	8040	0166P	\$300,000	Transfer to 40315-5011-0166P for Bridge Repairs
	8040	0182P	\$40,000	Transfer to Capital Proj - Community Drainage

STREETS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
12312				
	6107		\$500	Hand & power tools
	6111		\$215,000	Hot plant, rock, oil, concrete, pipe and other misc. supplies.
	6502		\$18,529	Case CX 60 Mini Excavator Year 1 of 3CNH - Torgerson's
	6502		\$18,589	Case 221 Compact Wheel Loader. 2 of 4CNH - Torgerson's
	6502		\$51,444	836C Mini Grader Year 3 of 5 Lease Servicing Center - NCL
	6502		\$18,300	370B Skid Steer Year 3 of 5 Lease Servicing Center - NCL
	6502		\$73,702	M6 Schwarze Sweeper Year 3 of 5Lease Servicing Center - NCL
	6502		\$51,713	John Deere 644G Loader Year 2 of 5
	6502		\$21,300	Volvo L90H Loader Year 3 of 5Tri State Upgrade every 18 months no additional cost.
	6502		\$44,200	Lease Replacement of Case 521 Wheel Loader
21312				
	8040	0152P	\$500,000	Transfer to Capital Proj -Pavement Rehabilitation (R&O) 0152P
	8040	0155P	\$2,300,000	Transfer to Capital Proj -Cap Tax support 0155P
	8040	0158P	\$1,000,000	Transfer to Capital Proj -East Downtown Improvements 0158P
	8040	0163P	\$100,000	Transfer to Capital Proj -E. 5th Street Corridor 0163P
	8040	0209P	\$100,000	Transfer to Capital Proj -Pavement Preservation 0209P
22312				
	8040	0152P	\$200,000	Transfer to Capital Proj -Pavement Rehabilitation (R&O) 0152P
	8040	0289P	\$50,000	Transfer to Capital Proj -Big Horn-Brundage
30312				
	5010	0064A	(\$27,100)	Transfer from GF - CAT 140M3 Motor Grader Year 7 of 8 P&I
	6850	0038A	\$30,000	SIDS 78 using paid assessments received from prior years.
	6850	0064A	\$17,900	CAT 140M3 Motor Grader Year 7 of 8
	6851	0038A	\$3,500	SID 78
	6851	0064A	\$9,200	CAT 140M3 Motor Grader Year 7 of 8

TRAFFIC/SIGNS

MISSION STATEMENT

To maintain and provide our community and visitors with a safe and efficient commute through our City.

FY26 Traffic/Signs Staffing		
Position	Headcount	FTE
Traffic & Sign Supervisor	1	.95
Sign Technician I/II	3	2.8

WHAT WE DO

The Traffic/Signs Division is responsible for the installation, repair, and maintenance of 5,100 signs, 975 decorative and roadway lights, 5 traffic control signals, 9 sets of school zone signals, 2 sets of school crossing signals, 15 sets of pedestrian crossing signals, several pathway lights, as well as painting and striping of streets, curbs, and crosswalks. The Traffic/Sign Division provides temporary traffic control (barricades, signs, message boards, etc.) for public events and internal construction projects/closures. The Division installs Christmas Decorations, American Flags, and banners for events/holidays. The staff is also responsible for the placement and relocation of sculptures in conjunction with SPAC. During the winter season, the Traffic/Signs Division assists the Streets Division with snow removal/sanding operations to keep our city streets clear of snow and ice.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for the maintenance and repairs to our signs, signals, and pavement markings.

LONG-TERM GOALS

The long-term goals of the Traffic/Signs Division are to keep up with the improvements and requirements that are needed to make our roads safe and more efficient for the traveling community.

TRAFFIC/SIGNS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Signs						
319						
	General					
	10					
	6001	FT Salaries/Wages	170,307	189,391.16	170,909.62	204,067.00
	6003	Overtime	1,321	1,301.84	1,500.00	1,500.00
	6010	Fica	12,611	14,195.35	13,074.59	15,611.00
	6030	Retirement	19,528	22,129.46	19,743.50	23,596.00
	6040	Workers Comp	3,090	3,006.21	2,788.42	2,438.00
	6050	Employee Insurance	31,016	31,032.97	55,631.36	39,381.00
	6105	Uniforms/Clothing	1,123	1,295.04	2,000.00	2,000.00
	6107	Tools	647	603.07	1,000.00	1,000.00
	6108	Equip/Mach/Furniture-Non-cap	-	425.00	1,000.00	1,000.00
	6111	Department Functional Supplies	52,640	8,376.27	-	-
	6201	Travel/Training	3,036	6,132.50	6,000.00	6,000.00
	6202	Memberships	320	425.00	400.00	400.00
	6203	Licenses/Certs-Employees	47	134.50	400.00	400.00
	6303	Insurance-Liability	-	1,715.54	1,254.00	-
	6502	Rent/Lease-Equip/Mach/vehicles	-	-	200.00	200.00
	6602	Contractual-Other	25,603	7,958.37	102,000.00	-
	6701	Repairs/Maint-Buildings	569	262.82	1,000.00	-
	6704	Repairs/Maint-EquipMachVehArt	14,240	458.39	4,250.00	4,000.00
	General Total		336,101	288,843.49	383,151.49	301,593.00
	GPET					
	11					
	6111	Department Functional Supplies	19,576	2,400.00	2,400.00	-
	6113	Shipping/Freight	3,760	-	-	-
	GPET Total		23,336	2,400.00	2,400.00	-
	Direct Distribution					
	12					
	6111	Department Functional Supplies	-	72,947.54	117,000.00	119,400.00
	6602	Contractual-Other	-	-	-	30,000.00
	6701	Repairs/Maint-Buildings	-	-	-	1,000.00
	Direct Distribution Total		7,483	72,947.54	117,000.00	150,400.00
Signs Total			366,919	364,191.03	502,551.49	451,993.00

TRAFFIC/SIGNS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10319

	6107		\$1,000	Hand tools & power tools
	6108		\$1,000	Small and attractive tools/eq. - weed eater, blower, grinder, etc.
	6201		\$6,000	IMSA Training, CEUs req. for maintaining certifications
	6202		\$400	IMSA Memberships
	6203		\$400	Pavement Markings, Traffic Signal I/II/III, Lighting
	6502		\$200	Renting specialty tools/eq.
	6704		\$4,000	Small eq. & tools. etc.

12319

	6111		\$119,400	Misc. divisional supplies, upgrade induction lighting (obsolete), approx. \$600/light + general increase to costs for lights/signals, Supplies to repair/replace decorations, flags, etc.
	6602		\$30,000	Contractual striping projects
	6701		\$1,000	Sign Shop & Storage Area

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SNOW REMOVAL

MISSION STATEMENT

Provide efficient and effective snow and ice control through safe and practical means.

FY26 Snow/Ice Removal Staffing		
Position	Headcount	FTE
Operations Superintendent	1	.25
Administrative Assistant	1	.2
Street Maintenance Supervisor	1	.25
Traffic & Sign Supervisor	1	.05
Equipment Operator	10	2.5
Senior Street Equipment Operator	4	1
Sign Technician I/II	3	.2

WHAT WE DO

The Snow Removal Division is responsible for the plowing, chemical treatment (deicing), and removal of snow and ice from the City's roadways.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to provide snow removal services.

LONG-TERM GOALS

The long-term goal of the Snow Removal Division is to increase the level of service to the community through refined methods and updated technology.

SNOW REMOVAL

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Snow/Ice Removal						
314						
General						
10						
	6001	FT Salaries/Wages	101,951	144,090	279,418	290,689
	6003	Overtime	14,614	23,891	30,000	30,000
	6010	Fica	8,474	12,389	21,146	22,008
	6030	Retirement	13,340	23,932	32,120	33,429
	6040	Workers Comp	2,126	2,654	4,533	3,452
	6050	Employee Insurance	26,225	36,951	63,699	50,333
	6104	Software & Website Fees	1,540	11,447	11,450	13,750
	6111	Department Functional Supplies	78	11,421	-	-
	6113	Shipping/Freight	530	-	-	-
	6302	Insurance-Vehicle	364	1,710	632	-
	6303	Insurance-Liability	-	2,821	2,932	-
	6305	Insurance-Claims	-	1,332	-	5,000
	6403	Telecom Services	2	15	50	60
	6602	Contractual-Other	-	62,360	200,000	-
	6704	Repairs/Maint-EquipMachVehArt	701	-	-	-
	6801	Printing	-	-	-	1,800
	7600	Cap Outlay-Equip/MachVehicles	419,544	-	-	-
	General Total		589,488	335,012	645,980	450,521
GPET						
11						
	6113	Shipping/Freight	2,434	-	-	-
	6602	Contractual-Other	-	-	-	15,000
	GPET Total		2,434	-	-	15,000
Direct Distribution						
12						
	6104	Software & Website Fees	9,937	-	-	-
	6111	Department Functional Supplies	146,011	124,202	116,987	110,000
	6602	Contractual-Other	17,371	123,591	135,000	60,000
	6704	Repairs/Maint-EquipMachVehArt	20,950	-	-	-
	6802	Advertising	14,111	-	5,000	2,500
	7600	Cap Outlay-Equip/MachVehicles	66,100	-	-	-
	Direct Distribution Total		274,479	247,792	256,987	172,500
Snow/Ice Removal Total			866,401	582,805	902,967	638,021

SNOW REMOVAL NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10314

6104			\$3,900	Narwhal - weather forecasting software (6 mo.) - winter months only
6104			\$7,600	Everbridge - Emergency Notification software
6104			\$650	Snow Patrol App
6104			\$1,600	Precise/Force America - GPS & stats
6305			\$5,000	city responsible damage claims
6403			\$60	Phone Stipend
6801			\$1,800	Odd/Even & Everbridge/Snow Route door hangers

11314

6602			\$15,000	Contractual snow haulers - Snow Event Pickup Costs
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12314

6111			\$110,000	Ice slicer, anti-skid material (rock/sand), etc.
6602			\$60,000	Contractual snow haulers - Snow Event Pickup Costs
6802			\$2,500	Everbridge & Snow Patrol

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PROJECTS

MISSION STATEMENT

To maintain and improve the quality of life for the citizens of Sheridan by providing responsible and needed public projects guided by excellent governance and services.

WHAT WE DO

The Engineering Division provides oversight, funding, planning, bidding, and public involvement for our capital projects.

FY26 BUDGET INITIATIVES

The FY26 budget shows a responsible use of public funds for a mixture of projects that range from reconstruction and improvement to aging infrastructure, identified Capital Improvement Projects, maintenance of City facilities, and other public amenities.

LONG-TERM GOALS

The long-term goals for Capital Projects is to continue finding additional funding opportunities for the needed infrastructure projects and to keep working through the Capital Improvement Program.

PROJECTS

Line No.	Project Number	Construction Budget FY-2026	Estimated Total Project Cost	Estimated Rollover Budget Funds	GPET (One-Cent)	CapTax	Franchise Fees (Public Benefit)	WWDC	Water Enterprise Fund	Sewer Enterprise Fund	Total FY25 Funding	Estimated Funding Through FY25	Estimated Balance of Funding Needed
1	0152P	Pavement Rehabilitation (R&O)	2,336,000	167,000	1,100,000	500,000	200,000		50,000		1,850,000	2,017,000	319,000
2	0155P	Residence Hill (S. Downtown Neighborhood)	20,000,000	8,987,000		2,300,000					2,300,000	11,287,000	8,713,000
3	0158P	East Downtown Improvements	6,000,000	525,000		1,000,000					1,000,000	1,525,000	4,475,000
4	0160P	Sewer Creek Crossing	500,000	136,000						175,000	175,000	311,000	189,000
5	0163P	E. 5th Street Corridor	1,500,000	80,000		100,000					100,000	180,000	1,320,000
6	0166P	Bridge Repairs	2,600,000	1,959,000	300,000						300,000	2,259,000	341,000
7	0175P	Blacktooth Park	500,000	-			400,000				400,000	400,000	100,000
8	0180P	Kendrick Pool	5,650,000	3,577,000			250,000				250,000	3,827,000	-
9	0182P	Community Drainage	125,000	52,000	40,000						40,000	92,000	33,000
10	0209P	Pavement Preservation	500,000	200,000	89,000	100,000					189,000	389,000	111,000
11	0228P	Beltway Project	1,900,000	391,000							-	391,000	(11,000)
12	0229P	Thorne-Rider Restrooms	900,000	-							-	-	425,000
13	0258P	The Hub Parking Lot	3,273,500	-		500,000					500,000	500,000	-
14	0269P	WWTP Upgrades	14,050,000	7,069,000							-	7,069,000	731,000
15	0277P	12th Street Roadway	200,000	-							-	-	-
16	0282P	Sheltered Acres	900,000	-			100,000				100,000	100,000	350,000
17	0287P	Safe Streets for All	300,000	50,000							-	50,000	-
18	0289P	Big Horn-Brundage Intersection	1,300,000	-			50,000				50,000	50,000	1,250,000
19	-	Lewis Street Reconstruction	10,000,000	-					50,000	25,000	75,000	75,000	9,925,000
20	-	Double Day	150,000	-		150,000					150,000	150,000	-
21	-	Lead & Copper Rules Improvements	20,000,000	-							-	-	12,000,000
22	-	Landfill Cell 9 Closure Cap	3,000,000	-							-	-	-
		Total =	95,684,500	23,193,000	1,529,000	4,650,000	1,000,000	-	100,000	200,000	7,479,000	30,672,000	65,012,500

PROJECTS

CONTINGENCY

Line No.	Project Number	Construction Budget FY-2026	SRF	GRANTS	MATCH
11	0228P	Beltway Project		1,520,000	
12	0229P	Thorne-Rider Bathrooms		450,000	25,000
13	0258P	The Hub Parking Lot		1,000,000	
14	0269P	WWTP Upgrades	6,250,000		
15	0277P	12th Street Roadway		7,201	
16	0282P	Sheltered Acres		450,000	
17	0287P	Safe Streets for All		250,000	
18	0289P	Big Horn-Brundage Intersection			650,000
21	-	Lead & Copper	8,000,000		
22	-	Landfill Cell 9 Closure Cap	3,000,000		
		Total =	17,250,000	3,677,201	675,000
		Total Contingency =			21,602,201

- 1 Pavement Rehabilitation (R&O) - CIP Project, North Heights Phases II & III, Additional funds rollover into future projects
- 2 South Downtown - CIP Project, Phase I Construction, Additional funds rollover into future phases, 5.05M CW/DW SRF Loan 2025
- 3 East Downtown Improvements - CIP Project, Building Funds Phase I Construction
- 4 Sewer Creek Crossing - Building funds for future CIP project (complete design of Leopard Street crossing)
- 5 E. 5th Street Corridor - 2012 East 5th Street Corridor Plan, Building funds for Phase II Construction
- 6 Bridge Repairs - Building Funds for future bridge projects
- 7 Black Tooth Park - CIP Project, Building funds for Phase V Construction (landscaping & irrigation)
- 8 Kendrick Park Pool - CIP Project, Construction
- 9 Community Drainage - Building funds for continuing drainage improvements & emergency drainage projects
- 10 Pavement Preservation - Microsurfacing, potholes, updated road condition data, additional funds rollover into future projects
- 11 Beltway Project - 1.52M BUILD grant 2025 contingency
- 12 Thorne-Rider Restrooms - Funds needed for 450k LWCF Match (Resolution 12-25), 450k LWCF grant contingency, Sheridan Recreation District 25k Grant Match contingency
- 13 The Hub Parking Lot - 500k CapTax Allocation, 1M Whitney Benefits Pledge, 423k MRG grant 2024, 1M MRG 2025 contingency
- 14 WWTP Upgrades - 6.25M CWSRF Loan 2025 contingency
- 15 12th Street Roadway - \$7201 Grant contingency
- 16 Sheltered Acres - Funds needed for 450k LWCF Match (Resolution 44-24), 450k LWCF grant contingency
- 17 Safe Streets for All - 250k SS4A Grant 2025 contingency
- 18 Big Horn-Brundage Intersection - funds for design, 650k WYDOT Match contingency in FY27
- 19 Lewis Street Reconstruction - CIP Project, Building Funds for Project Reconnaissance
- 20 Double Day - 150k CapTax Allocation
- 21 Lead & Copper Rules Improvements - 8M DWSRF Loan 2025 contingency
- 22 Landfill Cell 9 Closure Cap - 3M CWSRF Loan 2025 contingency

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GENERAL GOV'T BUILDINGS

MISSION STATEMENT

The mission of General Government Buildings Division is to provide a safe, healthy, and efficient place for the citizens to interact with City Government. We also provide a safe, healthy, and efficient place for employees to work.

WHAT WE DO

Maintain and update a 115-year-old building.

FY26 BUDGET INITIATIVES

The FY26 budget includes general maintenance, utilities, cleaning services, and a loan payment for the City Hall windows.

LONG-TERM GOALS

The long-term goals of General Government Buildings budget are to continue to maintain and update the facility.

GENERAL GOV'T BUILDINGS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Gen Govt Bldg Const/Acquis						
180						
General						
10						
	8040	Transfer to Capital Proj Fund	-	-	-	31,755
General Total			-	-	-	31,755
Cap Tax						
21						
	8040	Transfer to Capital Proj Fund	-	-	-	500,000
Cap Tax Total			-	-	-	500,000
Debt Service						
30						
	6850	Principal	10,000	10,000	10,000	10,000
Debt Service Total			10,000	10,000	10,000	10,000
Cap Projects						
40						
	6701	Repairs/Maint-Buildings	28,480	-	1,520	-
	7130	Cap Outlay-Bldg Improvements	43,254	-	7,440	31,755
		Cap Outlay-Site Improve - Depr	-	-	-	500,000
	7100	Cap Outlay-Acq of Buildings	28,623	3,933	20,508	-
Cap Projects Total			100,357	3,933	29,468	531,755
Gen Govt Bldg Const/Acquis Total			110,357	13,933	39,468	1,073,510
Gen Govt Bldg Maintenance						
181						
General						
10						
	6101	Office Supplies	1,425	3,432	2,000	-
	6102	Copier Supplies	699	1,999	-	-
	6107	Tools	-	-	-	500
	6108	Equip/Mach/Furniture-Non-cap	8,352	-	-	-
	6111	Department Functional Supplies	5,056	8,502	20,700	20,700
	6301	Insurance-Property	14,819	18,757	16,301	-
	6302	Insurance-Vehicle	141	106	155	-
	6305	Insurance-Claims	19,180	-	7,000	-
	6401	Gas/Electric-Buildings	21,250	19,839	23,000	-
	6403	Telecom Services	87	386	-	-
	6502	Rent/Lease-Equip/Mach/vehicles	15,323	13,174	15,500	-
	6601	Contractual-Professional	-	137	-	-
	6602	Contractual-Other	13,248	44,650	48,000	69,745
	6700	Repairs/Maintenance	698	114	-	-
	6701	Repairs/Maint-Buildings	24,717	47,289	51,950	86,500
	6704	Repairs/Maint-EquipMachVehArt	1,824	1,177	1,500	1,500
	6802	Advertising	-	180	-	-
	8040	Transfer to Capital Proj Fund	20,000	-	-	-
General Total			146,820	159,743	186,106	178,945
GPET						
11						
	8030	Transfer to Debt Service Fund	10,000	8,333	10,000	10,000
GPET Total			10,000	8,333	10,000	10,000

GENERAL GOV'T BUILDINGS

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Gen Govt Bldg Const/Acquis						
181						
Direct Distribution						
12						
	6108	Equip/Mach/Furniture-Non-cap	-	1,167	9,500	-
	6601	Contractual-Professional	11,983	6,023	5,000	5,000
	6602	Contractual-Other	28,079	80	-	-
	8040	Transfer to Capital Proj Fund	150,000	-	-	-
Direct Distribution Total			190,062	7,270	14,500	5,000
Cap Projects						
40						
	6802	Advertising	-	540	-	-
	7130	Cap Outlay-Bldg Improvements	74,625	81,327	95,375	-
Cap Projects Total			74,625	81,867	95,375	-
Gen Govt Bldg Maintenance Total			421,507	257,213	305,981	193,945

GENERAL GOV'T BUILDINGS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10180				
	8040	0259P	\$3,200.00	FY25 Marion House Rent Collected
	8040	0259P	\$1,500.00	FY24 Marion House Rent Collected
	8040	0259P	\$27,055.00	FY25 Marion House Hail Damage Insurance check received March 2025
10181				
	6107		\$500.00	Tools for CH repairs by staff
	6111		\$19,200.00	CH supplies & custodial supplies
	6111		\$1,500.00	Supplies for public restrooms
	6602		\$46,000.00	Janitorial contract w/American Maid, including 2 deep cleanings per year
	6602		\$2,745.00	Rug cleaning New Contract Expires 2030 6% increase annually.
	6602		\$12,000.00	Public Restrooms cleaning, 4 days per week for 6 months
	6602		\$5,000.00	CH window cleaning inside & out (2x per year)
	6602		\$4,000.00	CH carpet cleaning (2x per year), including common areas (hallways), stairs, Council Chambers, and 3rd floor conference room
	6701		\$48,500.00	Hiring electricians, plumbers, etc. for CH & other City-owned buildings, i.e. DSA
	6701		\$3,000.00	Remove AC Wall Unit & repair wall in Finance Department.
	6701		\$35,000.00	Safety partition/wall/desk for Muni Court
	6704		\$1,500.00	Annual generator maintenance
11181				
	8030	0204A	\$10,000.00	CH Windows loan payment 5 of 10
12181				
	6601		\$1,500.00	UL fire monitoring & annual fire inspection
	6601		\$3,500.00	Elevator maintenance service contract
21180				
	8040	0258P	\$500,000.00	The HUB Parking Lot 0258P
30180				
	5011	0204A	(\$10,000.00)	CH Windows loan payment 5 of 10
	6850	0204A	\$10,000.00	WAM/WCCA Loan CH Windows Payment 5 of 10

SERVICE CENTER

MISSION STATEMENT

The Service Center Division provides professional, timely, and cost-effective fleet maintenance and management to all departments and divisions of the City of Sheridan.

FY26 Service Center Staffing		
Position	Headcount	FTE
Shop Supervisor	1	1
Administrative Assistant	1	.3
Mechanic II	2	2

WHAT WE DO

The Service Center tracks the entire fleet of the City of Sheridan, including maintenance and repairs. The Service Center also tracks the age and hours of the fleet and makes recommendations on fleet type and replacement of equipment.

FY26 BUDGET INITIATIVES - SERVICE CENTER

The FY26 budget includes funding for equipment maintenance.

FY26 BUDGET INITIATIVES - FLEET (NON-ENTERPRISE)

The FY26 budget includes non-enterprise fleet related purchases, including the costs for parts, sublets, and fuel.

LONG-TERM GOALS - SERVICE CENTER

The long-term goals of the Service Center are to increase the quality and variety of shop tools that will allow for more in-house repairs and to ensure the fleet remains sustainable and in top working condition.

LONG-TERM GOALS - FLEET

The long-term goals for fleet are to create a city-wide fleet budget, as well as creating a replacement fund for future purchases.

Fleet related costs are identified with project "D" codes.

FY26 FLEET-RELATED BUDGET CODES (NON-ENTERPRISE)

0188D - Police	0241D - Engineering
0189D - Fire	0242D - Building
0190D - Streets	0243D - Snow Removal
0192D - Cemetery	0244D - Community Forestry
0193D - Parks	0245D - Planning
0195D - Motorpool	0247D - Signs
0240D - IT	

SERVICE CENTER

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Service Center						
731						
General						
10						
	6001	FT Salaries/Wages	187,975	145,270	209,501	220,588
	6003	Overtime	2,402	2,506	3,300	3,300
	6010	Fica	14,173	11,011	15,367	16,645
	6030	Retirement	21,884	17,172	23,342	25,284
	6040	Workers Comp	3,459	2,332	3,294	2,611
	6050	Employee Insurance	33,976	25,933	35,573	47,577
	6101	Office Supplies	437	38	400	400
	6103	Technology Equipment	363	-	500	-
	6104	Software & Website Fees	7,099	16,709	32,385	17,855
	6107	Tools	10,509	23	-	-
	6108	Equip/Mach/Furniture-Non-cap	11,198	5,613	10,000	-
	6109	Petroleum Products	157,980	424	500	600
	6111	Department Functional Supplies	108,220	9,986	10,510	15,000
	6112	Postage	50	251	-	500
	6113	Shipping/Freight	244	-	-	-
	6201	Travel/Training	8,393	847	5,000	5,000
	6204	Licenses/Fees/Permits- Other	444	1,995	500	500
	6301	Insurance-Property	-	2,513	1,840	-
	6303	Insurance-Liability	1,375	2,059	2,064	-
	6401	Gas/Electric-Buildings	21,864	14,576	24,000	18,085
	6403	Telecom Services	754	775	800	-
	6502	Rent/Lease-Equip/Mach/vehicles	726	1,461	200	1,920
	6601	Contractual-Professional	475	-	-	-
	6602	Contractual-Other	2,434	1,527	2,500	2,500
	6701	Repairs/Maint-Buildings	19,016	6,866	12,000	-
	6704	Repairs/Maint-EquipMachVehArt	3,176	2,197	4,636	4,000
	6802	Advertising	184	1,305	800	1,500
	7600	Cap Outlay-Mach/Equip/Vehicles	14,100	-	-	-
General Total			632,911	273,387	399,014	383,865
GPET						
11						
	6109	Petroleum Products	22,997	-	-	-
	6111	Department Functional Supplies	228	-	-	-
	6701	Repairs/Maint-Buildings	-	-	-	25,000
	6704	Repairs/Maint-EquipMachVehArt	-	1,257	1,200	-
	7600	Cap Outlay-Equip/MachVehicles	889,471	189,538	285,500	231,000
		Cap Outlay-Mach/Equip/Vehicles	-	-	45,000	20,000
GPET Total			912,696	190,795	331,700	276,000

SERVICE CENTER

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Service Center						
	731					
		Direct Distribution				
	12					
	6104	Software & Website Fees	1,757	-	-	1,850
	6105	Uniforms/Clothing	3,079	2,139	5,000	5,000
	6107	Tools	54	55,263	70,000	35,000
	6108	Equip/Mach/Furniture-Non-cap	2,547	8,150	8,000	-
	6109	Petroleum Products	2,618	140,910	176,000	199,300
	6111	Department Functional Supplies	22,400	150,557	88,000	124,000
	6201	Travel/Training	899	-	-	-
	6601	Contractual-Professional	345	8,793	30,000	-
	6701	Repairs/Maint-Buildings	277	-	-	-
	6704	Repairs/Maint-EquipMachVehArt	-	68,094	149,900	133,500
	7600	Cap Outlay-Equip/MachVehicles	256,015	19,758	90,000	-
		Cap Outlay-Mach/Equip/Vehicles	9,396	108,985	263,973	200,000
		Direct Distribution Total	299,388	562,649	880,873	698,650
		Cap Projects				
	40					
	7500	Cap Outlay-Infrastructure	-	-	160,000	-
		Cap Projects Total	-	-	160,000	-
Service Center Total			1,844,996	1,026,831	1,771,587	1,358,515

SERVICE CENTER NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10731

6104			\$4,515	Cartegraph
6104			\$810	QuickServe Cummins
6104			\$750	InSite Pro
6104			\$2,300	J-Pro
6104			\$4,200	AllData
6104			\$3,980	Mack-Tech Tool
6104			\$200	Cricut Software (sticker machine that makes our Fleet asset numbers)
6104			\$1,100	Allison (transmissions)
6109			\$600	Fuel for shop truck
6111			\$10,000	Misc. shop supplies - towels, fluids, hardware, etc.
6111			\$5,000	Supplies to finish extending floor drain across the shop
6112			\$500	Mail back parts/cores, Mailing titles for auction vehicles
6201			\$5,000	Training related to Advancement Plan, EVT Training, NFPI Hydraulic Training
6204			\$500	New titles, registration & plates for Fleet
6401			\$18,085	MDU is expecting a 14% increase. The projected YE total for FY25 is 15,864
6502			\$120	Water dispenser rental
6502			\$1,800	Welder cylinder rentals avg. \$150/mo.
6602			\$2,500	Laundry service
6704			\$4,000	Shop truck, lifts & hoist Vendor repairs
6802			\$1,500	Ad for Bids for Fleet Procurement

11731

6701			\$18,000	Replace wash bay door
6701			\$7,000	Misc. Vendors - plumbers, electricians, garage door repairs, etc.

12731

6105			\$5,000	Boots, shirts, jackets, etc.
6107			\$12,000	Toolbox for specialty toolsMisc. tools
6107			\$23,000	Double wall oil drain containment system

FLEET

Division	Dept/ Div	Object	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Fire Fighting	231						
	GPET						
	11						
	0189D						
	8040		Transfer to Capital Proj Fund	-	-	-	250,000
	GPET Total			-	-	-	250,000
Fire Fighting Total				-	-	-	250,000
Service Center	731						
	GPET						
	11						
	0188D						
	7600		Cap Outlay-Equip/MachVehicles	223,491	49,806	62,500	231,000
	0189D						
	6704		Repairs/Maint-EquipMachVehArt	-	1,257	1,200	-
	7600		Cap Outlay-Equip/MachVehicles	-	60,102	76,000	-
	0193D						
	7600		Cap Outlay-Mach/Equip/Vehicles	-	-	-	20,000
	0242D						
	7600		Cap Outlay-Mach/Equip/Vehicles	-	-	45,000	-
	0243D						
	7600		Cap Outlay-Equip/MachVehicles	261,049	-	62,000	-
	0244D						
	7600		Cap Outlay-Equip/MachVehicles	53,467	33,930	35,000	-
	GPET Total			889,471	145,095	281,700	251,000
	Direct Distribution						
	12						
	0188D						
	6109		Petroleum Products	-	45,145	63,000	63,000
	6111		Department Functional Supplies	-	717	500	1,000
	6704		Repairs/Maint-EquipMachVehArt	-	35,998	42,500	42,500
	7600		Cap Outlay-Mach/Equip/Vehicles	-	108,985	202,973	-
	0189D						
	6104		Software & Website Fees	703	-	-	750
	6109		Petroleum Products	-	12,593	17,000	17,000
	6111		Department Functional Supplies	-	18,087	1,000	20,700
	6704		Repairs/Maint-EquipMachVehArt	-	274	10,000	15,000
	0190D						
	6109		Petroleum Products	-	60,977	55,000	83,000
	6111		Department Functional Supplies	2,400	77,789	50,000	60,000
	6704		Repairs/Maint-EquipMachVehArt	-	18,474	40,000	30,000
	7600		Cap Outlay-Mach/Equip/Vehicles	9,396	-	61,000	-

FLEET

Division	Dept/ Div	Object	Account Description	FY24	FY25	FY25	FY26
				Actuals	Actuals	Revised Budget	Budget
731		0192D					
		6109	Petroleum Products	767	4,153	9,000	7,000
		6111	Department Functional Supplies	-	1,821	1,200	2,000
		6704	Repairs/Maint-EquipMachVehArt	-	1,709	2,000	2,000
		7600	Cap Outlay-Equip/MachVehicles	68,617	-	-	-
		0193D					
		6108	Equip/Mach/Furniture-Non-cap	2,547	8,150	8,000	-
		6109	Petroleum Products	1,850	8,873	14,000	14,000
		6111	Department Functional Supplies	-	6,577	2,000	13,000
		6704	Repairs/Maint-EquipMachVehArt	-	6,352	20,000	15,000
		7600	Cap Outlay-Equip/MachVehicles	187,398	19,758	90,000	-
		0195D					
		6111	Department Functional Supplies	-	113	1,000	1,000
		6704	Repairs/Maint-EquipMachVehArt	-	-	1,000	1,000
		0240D					
		6109	Petroleum Products	-	188	300	300
		6111	Department Functional Supplies	-	731	500	500
		6704	Repairs/Maint-EquipMachVehArt	-	-	500	1,000
		0241D					
		6109	Petroleum Products	-	82	1,000	500
		6111	Department Functional Supplies	-	190	1,000	1,000
		6704	Repairs/Maint-EquipMachVehArt	-	-	2,500	2,500
		0242D					
		6104	Software & Website Fees	1,054	-	-	1,100
		6109	Petroleum Products	-	2,783	4,500	4,500
		6111	Department Functional Supplies	-	407	2,000	2,000
		6704	Repairs/Maint-EquipMachVehArt	-	5,104	4,000	5,000
		0243D					
		6109	Petroleum Products	-	1,157	5,000	2,000
		6111	Department Functional Supplies	-	19,103	10,000	20,000
		6704	Repairs/Maint-EquipMachVehArt	-	-	15,000	10,000
		0244D					
		6108	Equip/Mach/Furniture-Non-cap	-	-	-	-
		6109	Petroleum Products	-	137	1,200	1,200
		6111	Department Functional Supplies	-	-	500	500
		6704	Repairs/Maint-EquipMachVehArt	-	26	2,000	2,500
		0245D					
		6109	Petroleum Products	-	132	1,000	500
		6111	Department Functional Supplies	-	-	300	300
		6704	Repairs/Maint-EquipMachVehArt	-	-	400	1,000
		0247D					
		6109	Petroleum Products	-	4,692	5,000	6,300
		6111	Department Functional Supplies	-	2,391	1,000	2,000
		6704	Repairs/Maint-EquipMachVehArt	-	156	10,000	6,000
		7600	Cap Outlay-Mach/Equip/Vehicles	-	-	-	200,000
		Direct Distribution Total		274,733	473,824	758,873	658,650
Service Center Total				1,412,730	618,840	1,042,286	909,650

FLEET

Division	Dept/ Div	Object	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget	
Water Administration								
	810							
		Water						
		50						
			0270D					
			6109	Petroleum Products	-	1,133	1,845	1,950
			6111	Department Functional Supplies	-	796	880	880
			6704	Repairs/Maint-EquipMachVehArt	-	-	240	300
			Water Total		-	1,929	2,965	3,130
Water Administration Total				-	1,929	2,965	3,130	
Source of Supply								
	811							
		Water						
		50						
			0271D					
			6108	Equip/Mach/Furniture-Non-cap	-	13,087	15,000	-
			6109	Petroleum Products	-	1,415	2,900	2,400
			6111	Department Functional Supplies	-	1,101	450	450
			6704	Repairs/Maint-EquipMachVehArt	312	125	-	200
			Water Total		312	15,729	18,350	3,050
Source of Supply Total				312	15,729	18,350	3,050	
Water Distribution								
	812							
		Water						
		50						
			0196D					
			6109	Petroleum Products	-	8,041	15,000	12,500
			6111	Department Functional Supplies	-	5,484	2,500	6,300
			6704	Repairs/Maint-EquipMachVehArt	-	12,664	6,000	3,000
			7600	Cap Outlay-Mach/Equip/Vehicles	-	46,294	431,000	-
			Water Total		-	72,483	454,500	21,800
Water Distribution Total				-	72,483	454,500	21,800	
SWTP								
	813							
		Water						
		50						
			0273D					
			6109	Petroleum Products	-	5,903	10,000	7,800
			6111	Department Functional Supplies	-	2,071	2,000	2,000
			6704	Repairs/Maint-EquipMachVehArt	-	225	1,100	500
			7600	Cap Outlay-Mach/Equip/Vehicles	-	136,834	140,000	-
			Water Total		-	145,032	153,100	10,300
SWTP Total				-	145,032	153,100	10,300	

FLEET

Division	Dept/ Div	Object	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
BGWTP							
814	Water	50					
		0274D					
		6108	Equip/Mach/Furniture-Non-cap	-	6,200	7,500	-
		6109	Petroleum Products	-	1,747	5,000	5,000
		6111	Department Functional Supplies	-	393	2,000	1,000
		6704	Repairs/Maint-EquipMachVehArt	-	692	1,000	500
		Water Total		-	9,032	15,500	6,500
BGWTP Total				-	9,032	15,500	6,500
Wastewater Administration							
820	Sewer	51					
		0275D					
		6109	Petroleum Products	-	755	1,540	1,300
		6111	Department Functional Supplies	-	531	400	720
		6704	Repairs/Maint-EquipMachVehArt	-	-	160	200
		Sewer Total		-	1,286	2,100	2,220
Wastewater Administration Total				-	1,286	2,100	2,220
WW Collection							
821	Sewer	51					
		0272D					
		6109	Petroleum Products	-	5,360	7,300	6,500
		6111	Department Functional Supplies	-	3,656	1,800	3,600
		6704	Repairs/Maint-EquipMachVehArt	-	8,443	6,000	2,000
		7600	Cap Outlay-Mach/Equip/Vehicles	-	-	-	250,000
		Sewer Total		-	17,460	15,100	262,100
WW Collection Total				-	17,460	15,100	262,100
WW Treatment							
822	Sewer	51					
		0276D					
		6108	Equip/Mach/Furniture-Non-cap	-	7,231	8,500	-
		6109	Petroleum Products	-	4,048	13,000	5,500
		6111	Department Functional Supplies	-	833	3,000	3,000
		6704	Repairs/Maint-EquipMachVehArt	-	1,509	500	2,000
		7600	Cap Outlay-Mach/Equip/Vehicles	-	46,294	50,000	26,922
		Sewer Total		-	59,915	75,000	37,422
WW Treatment Total				-	59,915	75,000	37,422

FLEET

Division	Dept/		Account Description	FY24	FY25	FY25	FY26
	Div	Object		Actuals	Actuals	Revised Budget	Budget
Sanitation							
831							
		Solid Waste					
		52					
		0197D					
		6109	Petroleum Products	-	78,763	110,000	104,473
		6111	Department Functional Supplies	-	124,508	115,000	132,000
		6704	Repairs/Maint-EquipMachVehArt	-	15,238	20,000	15,000
		7600	Cap Outlay-Mach/Equip/Vehicles	-	317,742	699,000	437,624
		Solid Waste Total		-	536,251	944,000	689,097
Sanitation Total				-	536,251	944,000	689,097
Recycling							
832							
		Solid Waste					
		52					
		0198D					
		6109	Petroleum Products	-	34,520	52,000	45,000
		6111	Department Functional Supplies	-	26,447	84,500	27,000
		6704	Repairs/Maint-EquipMachVehArt	-	8,458	15,000	12,000
		7600	Cap Outlay-Mach/Equip/Vehicles	-	-	-	507,045
		Solid Waste Total		-	69,425	151,500	591,045
Recycling Total				-	69,425	151,500	591,045
Landfill							
841							
		Solid Waste					
		52					
		0199D					
		6108	Equip/Mach/Furniture-Non-cap	-	-	-	6,000
		6109	Petroleum Products	-	67,443	150,000	122,000
		6111	Department Functional Supplies	-	84,400	97,000	112,000
		6704	Repairs/Maint-EquipMachVehArt	-	90,133	100,000	101,008
		7600	Cap Outlay-Mach/Equip/Vehicles	-	200,469	201,000	240,179
		Solid Waste Total		-	442,445	548,000	581,187
Landfill Total				-	442,445	548,000	581,187

FLEET NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
11231				
	8040	0189D	\$250,000	FY26 Fire Engine 250K
11731				
	7600	0188D	\$231,000	Patrol SUVs w/Upfitting (3)
	7600	0193D	\$20,000	72" Deck Mower
12731				
	6104	0189D	\$750	Samsara - GPS & diagnostics (Fire Dept. vehicles)
	6104	0242D	\$1,100	Samsara - GPS & diagnostics (Building Dept. vehicles)
	6109	0188D	\$63,000	FLEET - Fuel for Police Department
	6109	0189D	\$17,000	FLEET - Fuel for Fire Department
	6109	0190D	\$83,000	FLEET - Fuel for Streets Department
	6109	0192D	\$7,000	FLEET - Fuel for Cemetery
	6109	0193D	\$14,000	FLEET - Fuel for Parks Department
	6109	0240D	\$300	FLEET - Fuel for IT Department
	6109	0241D	\$500	FLEET - Fuel for Engineering Department
	6109	0242D	\$4,500	FLEET - Fuel for Building Department
	6109	0243D	\$2,000	FLEET - Fuel for Snow Removal Department
	6109	0244D	\$1,200	FLEET - Fuel for Community Forestry
	6109	0245D	\$500	FLEET - Fuel for Planning Department
	6109	0247D	\$6,300	FLEET - Fuel for Signs Department
	6111	0188D	\$1,000	FLEET - Parts/Supplies for Police Department (in-house repairs) lights, batteries, etc.
	6111	0189D	\$20,700	FLEET - Parts/Supplies for Fire Department (in-house repairs)
	6111	0190D	\$60,000	FLEET - Parts/Supplies for Streets Department (in-house repairs) -Sweeper brooms
	6111	0192D	\$2,000	FLEET - Parts/Supplies for Cemetery (in-house repairs) -cutting edges, wear parts, etc.
	6111	0193D	\$13,000	FLEET - Parts/Supplies for Parks Department (in-house repairs) -cutting edges, wear parts, etc.
	6111	0195D	\$1,000	FLEET - Parts/Supplies for City's 2 Motorpool Vehicles (in-house repairs)
	6111	0240D	\$500	FLEET - Parts/Supplies for IT Department (in-house repairs)

FLEET NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6111	0241D	\$1,000	FLEET - Parts/Supplies for Engineering Department (in-house repairs)
	6111	0242D	\$2,000	FLEET - Parts/Supplies for Building Department (in-house repairs)
	6111	0243D	\$20,000	FLEET - Parts/Supplies for Snow Department (in-house repairs) -cutting edges, blades, hyd/wear parts, etc.
	6111	0244D	\$500	FLEET - Parts/Supplies for Community Forestry (in-house repairs)
	6111	0245D	\$300	FLEET - Parts/Supplies for Planning Department (in-house repairs)
	6111	0247D	\$2,000	FLEET - Parts/Supplies for Signs Department (in-house repairs)
	6704	0188D	\$42,500	FLEET - Repair/Maintenance for Police Department (sublet - Vendor labor)
	6704	0189D	\$15,000	FLEET - Repair/Maintenance for Fire Department (sublet - Vendor labor)
	6704	0190D	\$30,000	FLEET - Repair/Maintenance for Streets Department (sublet - Vendor labor)
	6704	0192D	\$2,000	FLEET - Repair/Maintenance for Cemetery (sublet - Vendor labor)
	6704	0193D	\$15,000	FLEET - Repair/Maintenance for Parks Department (sublet - Vendor labor)
	6704	0195D	\$1,000	FLEET - Repair/Maintenance for City's 2 Motorpool Vehicles (sublet - Vendor labor)
	6704	0240D	\$1,000	FLEET - Repair/Maintenance for IT Department (sublet - Vendor labor)
	6704	0241D	\$2,500	FLEET - Repair/Maintenance for Engineering Department (sublet - Vendor labor)
	6704	0242D	\$5,000	FLEET - Repair/Maintenance for Building Department (sublet - Vendor labor)
	6704	0243D	\$10,000	FLEET - Repair/Maintenance for Snow Removal Department (sublet - Vendor labor)
	6704	0244D	\$2,500	FLEET - Repair/Maintenance for Community Forestry (sublet - Vendor labor)
	6704	0245D	\$1,000	FLEET - Repair/Maintenance for Planning Department (sublet - Vendor labor)
	6704	0247D	\$6,000	FLEET - Repair/Maintenance for Signs Department (sublet - Vendor labor)
	7600	0247D	\$200,000	Bucket Truck (gas, 34' working height w/insulated boom)
50810				
	6109	0270D	\$1,950	
	6111	0270D	\$480	Ford Ranger and Toyota Tacoma : 2 x (Oil Changes x 4 x \$60, Budget is 60% of cost share with Sewer
	6111	0270D	\$400	Incidental Repair Parts
	6704	0270D	\$300	UA269 Detailing 2 x \$250 x 60%

FLEET NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
50811				
	6109	0271D	\$2,400	Fuel, reduced based on projections
	6111	0271D	\$450	Vehicle Parts/Work at the Shop (Oil changes, air filters, brakes, etc.)
	6704	0271D	\$200	
50812				
	6109	0196D	\$12,500	Fuel, Based on Actuals
	6111	0196D	\$6,300	Vehicle Parts/Work at the Shop (Oil changes, air filters, brakes, etc.)
	6704	0196D	\$3,000	Fleet Repairs - Outside Vendor
50813				
	6109	0273D	\$7,800	
	6111	0273D	\$2,000	Vehicle Parts/Work at the Shop (Oil changes, air filters, brakes, etc.) - Routine Shop Maint.
	6704	0273D	\$500	Unforeseen vehicle and equipment repairs
50814				
	6109	0274D	\$5,000	Fuel (incorrectly charged n FY25)
	6111	0274D	\$1,000	Vehicle parts/work done by City Shop (Oil changes, air filters, brakes, etc.)
51820				
	6109	0275D	\$1,300	30% increase due to SCADA Engineer
	6111	0275D	\$320	Ford Ranger & Toyota : 2 x (Oil Changes x 4 x \$40) , Incidental Repair Parts \$400 (40% cost share)
	6111	0275D	\$400	Incidental Repair Parts
	6704	0275D	\$200	UA269 Detailing 2 x \$250 x 40%
51821				
	6109	0272D	\$6,500	Fuel
	6111	0272D	\$3,600	Vehicle Parts/Work at the Shop (Oil changes, air filters, brakes, etc.)
	6704	0272D	\$2,000	Fleet Repairs - Outside Vendor
	7600	0272D	\$250,000	CCTV Van and Camera

FLEET NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
51822				
	6111	0276D	\$2,000	New Tires for Bachkoe
	6111	0276D	\$1,000	oil changes, air filters ect
	6704	0276D	\$2,000	Fleet Repairs - Outside Vendor
	7600	0276D	\$26,922	2007 Bobcat UTV Unit 4-71 Fleet Replacement
52831				
	6109	0197D	\$104,473	For FY 2026 fuel pricing is expected to remain the same. Estimate is based on current pricing and usage + 10%
	6111	0197D	\$132,000	Based on YTD Projections (Compare to Recycling)
	6704	0197D	\$15,000	Outside Vender - Annual Vehicle Repairs
	7600	0197D	\$389,624	1 Sideloader (WC37)
	7600	0197D	\$48,000	Engine Rebuild WC314
52832				
	6109	0198D	\$45,000	For FY 2026 fuel pricing is expected to remain the same. Estimate is based on current pricing and usage + 10%
	6111	0198D	\$27,000	Based on YTD Projections (Compare to Waste Collections)
	6704	0198D	\$12,000	Based on YTD Projections
	7600	0198D	\$389,624	1 Sideload (RC332)
	7600	0198D	\$64,048	One Ton Flatbed (RC265)
	7600	0198D	\$53,373	Pickup Truck (RC27)
52841				
	6108	0199D	\$6,000	Snow Plow Blade for LF401 loader
	6109	0199D	\$122,000	For FY 2026 fuel pricing is expected to remain the same or lower than FY 2025. Estimate is based on current pricing and usage + 10%
	6111	0199D	\$97,000	Repair and Maintenance Parts Costs - NonVendor Supplied
	6111	0199D	\$15,000	Additional Costs TANA Cleats
	6704	0199D	\$101,008	Based on acutal FY2025 - Fleet Repairs
	7600	0199D	\$240,179	Replace side loader

FLEET NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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53320

	6109	0191D	\$4,500	
	6111	0191D	\$1,000	Parts and supplies for Weed and Pest fleet
	6704	0191D	\$2,500	Vendor repairs for Weed and Pest fleet / tires.

54530

	6109	0194D	\$20,000	
	6111	0194D	\$8,000	Golf Course fleet supplies and parts
	6704	0194D	\$10,000	Outside vendor repair and labor for golf course fleet.

PARKS

MISSION STATEMENT

The Parks Department cares for and enhances our parks, pathways, open spaces and cemetery, and improves our quality of life by providing exceptional public service, maintenance and development.

FY26 Parks Staffing		
Position	Headcount	FTE
Parks Director	1	.55
Parks Superintendent	1	.5
Natural Resources Coordinator	1	.1
Grounds Maintenance Coordinator	1	1
Grounds Maintenance Worker II	2	2

WHAT WE DO

The Parks Department cares for the city parks, playgrounds, natural open spaces, dog parks, and the pathway system. The Parks Department also cares for the elk and buffalo exhibit in Kendrick Park and the Sagebrush Community Garden. The responsibilities of the department have grown annually as new areas have been added. These include the North Sheridan Interchange, the East 5th Street Project, and Black Tooth Park. The Parks Department coordinates with various entities within the City of Sheridan for the many community events that occur each year.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to assist with deferred maintenance in the Parks system, including aging playgrounds, pathways, and irrigation systems. Also, to continue the level of service previously provided by the Parks Department, including some additions to allow for the care of the added areas.

LONG-TERM GOALS

The long-term goals of the Parks Department are to continue to provide exceptional maintenance of the parks and open spaces. Continue to implement the Parks and Recreation Facilities Master Plan, which includes goals for the completion of the Black Tooth Community Park and to eliminate deferred park maintenance within 15 years.

PARKS

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Parks Supervision						
540						
General						
10						
	6001	FT Salaries/Wages	225,943	200,764	247,888	260,547
	6002	PT Salaries/Wages	45,984	23,109	43,000	34,460
	6003	Overtime	4,078	2,875	2,000	2,500
	6010	Fica	20,427	16,812	21,930	22,491
	6030	Retirement	26,271	23,657	28,805	30,276
	6040	Workers Comp	4,999	3,571	4,701	3,529
	6050	Employee Insurance	53,411	43,979	60,675	62,559
	6101	Office Supplies	1,264	1,936	1,500	1,500
	6103	Technology Equipment	-	-	-	360
	6104	Software & Website Fees	-	3,388	4,400	1,400
	6105	Uniforms/Clothing	2,294	742	2,000	2,000
	6107	Tools	783	996	1,250	1,250
	6108	Equip/Mach/Furniture-Non-cap	2,521	2,668	10,000	-
	6111	Department Functional Supplies	68,215	40,980	81,500	18,500
	6113	Shipping/Freight	1,971	-	-	-
	6201	Travel/Training	1,613	904	3,400	300
	6202	Memberships	-	-	-	360.00
	6301	Insurance-Property	3,229	4,879	3,552	-
	6302	Insurance-Vehicle	723	1,396	795	-
	6303	Insurance-Liability	1,680	2,503	2,521	-
	6305	Insurance-Claims	120	-	-	1,000
	6401	Gas/Electric-Buildings	28,102	21,153	26,500	26,853
	6403	Telecom Services	2,228	2,480	4,500	1,800
	6502	Rent/Lease-Equip/Mach/vehicles	1,269	28,889	28,870	1,100
	6601	Contractual-Professional	1,322	750	-	-
	6602	Contractual-Other	70,206	62,504	92,500	37,500
	6700	Repairs/Maintenance	2,258	328	-	-
	6701	Repairs/Maint-Buildings	22,259	11,170	23,000	-
	6702	Repairs/Maint-Land/Site/Grnds	77,003	5,265	6,000	-
	6703	Repairs/Maint-Infrastructure	14	-	-	-
	6704	Repairs/Maint-EquipMachVehArt	17,595	109	5,000	2,500
	6801	Printing	6,770	3,106	5,000	5,000
	6802	Advertising	195	-	500	-
General Total			694,746	510,912	711,786	517,785
GPET						
11						
	6108	Equip/Mach/Furniture-Non-cap	-	-	10,000.00	3,750.00
	6111	Department Functional Supplies	-	-	-	58,400.00
	6602	Contractual-Other	-	-	-	70,000.00
	6701	Repairs/Maint-Buildings	-	-	-	30,000.00
	7400	Cap Outlay-Land/Site Imprvmnts	-	4,000	50,000	-
GPET Total			-	4,000	60,000	162,150

PARKS

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Parks Supervision						
540						
Direct Distribution						
12						
6108		Equip/Mach/Furniture-Non-cap	-	22,566	31,250	-
6601		Contractual-Professional	(900)	-	-	-
7600		Cap Outlay-Equip/MachVehicles	49,732	-	-	-
8054		Transfer to Golf Fund	-	17,496	26,245	-
Direct Distribution Total			48,832	40,062	57,495	-
Public Benefit						
22						
8010		Transfer to General Fund	-	16,000	24,000	-
Public Benefit Total			-	16,000	24,000	-
Parks Supervision Total			743,578	570,974	853,281	679,935
Park Areas						
541						
GPET						
11						
8040		Transfer to Capital Proj Fund	-	100,000	100,000	-
GPET Total			-	100,000	100,000	-
Public Benefit						
22						
8020		Transfer to Special Rev Fund	-	-	-	-
8040		Transfer to Capital Proj Fund	-	-	-	500,000
Public Benefit Total			-	-	-	500,000
Special Revenue						
20						
6108		Equip/Mach/Furniture-Non-cap	-	-	62	-
6111		Department Functional Supplies	2,127	565	398	4,465
Special Revenue Total			2,127	565	460	4,465
Cap Projects						
40						
7400		Cap Outlay-Land/Site Imprvmnts	1,541,955	552,854	564,043	427,785
		Cap Outlay-Site Improve - Depr	-	-	6,958	150,000
7500		Cap Outlay-Infrastructure	-	7,620	-	-
Cap Projects Total			1,541,955	560,474	571,001	577,785
Park Areas Total			1,544,081	661,039	671,460	1,082,250
Parkways/Blvds/Pathways						
542						
GPET						
11						
8040		Transfer to Capital Proj Fund	-	40,000	40,000	-
GPET Total			-	40,000	40,000	-
Cap Projects						
40						
6601		Contractual-Professional	29,804	-	5,373	-
7400		Cap Outlay-Land/Site Imprvmnts	17,097	192,731	248,882	-
		Cap Outlay-Site Improve - Depr	-	-	-	31,061
Cap Projects Total			46,901	192,731	254,255	31,061
Parkways/Blvds/Pathways Total			46,901	232,731	294,255	31,061

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PARKS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10540

	6003		\$2,500	
	6010		\$19,932	FT FICA
	6010		\$2,559	Seasonal FICA
	6040		\$3,127	FT Workers Comp
	6040		\$402	Seasonal Workers Comp
	6101		\$1,500	
	6103		\$360	Tablet for Cartegraph implementation
	6104		\$1,400	Cartegraph annual cost allocation
	6105		\$2,000	
	6107		\$1,250	
	6111		\$500	First aid supplies
	6111		\$7,000	Shop supplies
	6111		\$11,000	Janitorial supplies
	6201		\$300	Rainbird irrigation training
	6202		\$360	NPRA membership
	6305		\$1,000	city responsible damage claims
	6401		\$26,853	MDU is expecting a 14% increase. The projected YE total for FY25 is 23,555.
	6403		\$1,800	Phone Stipends
	6502		\$1,100	Stump grinders & air compressors
	6602		\$7,800	Office Cleaning
	6602		\$5,700	Sanitation
	6602		\$24,000	Outside Restroom Cleaning - American Maid
	6704		\$2,500	non fleet small equipment repairs
	6801		\$2,500	Pathway tri-folds
	6801		\$2,500	Signage for parks

PARKS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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11540

	6108		\$3,750	Standard small equipment line item - trimmers, push mowers, pack blowers.
	6111	0201A	\$7,000	Irrigation supplies
	6111		\$3,000	Fencing material
	6111		\$9,000	Pathway supplies
	6111		\$11,000	Topdressing, seed and fertilizer.
	6111		\$9,700	Playground fill material
	6111		\$3,500	Facilities repair and replacement items.
	6111		\$1,000	Concrete
	6111		\$2,000	Paint and stain supplies
	6111		\$4,100	Hay and supplements for elk/bison
	6111		\$5,000	Lumber and fasteners
	6111		\$3,100	Aggregate - Rocks and gravel
	6602		\$55,000	Turf Care
	6602		\$15,000	Additional Contract Services
	6701		\$18,000	Vendor repair & Maintenance for all park buildings.
	6701		\$12,000	Kendrick Park bathroom door replacements

22541

	8040	0175P	\$350,000	Transfer to Capital Proj Fund - Blacktooth Park 0175P
	8040	0282P	\$150,000	Transfer to Capital Proj Fund -Sheltered Acres 0282P

20541

	4860	0077A	(\$2,200)	Community Garden participant fees average plots rented 43
	6111	0077A	\$2,200	FY26 projected fees average 43 plots.
	6111	0077A	\$62	RF FY25 budget from equipment 6108 as of 04/11/25
	6111	0077A	\$238	FY24 RF balance actual revenue over expenses
	6111	0077A	\$1,965	FY25 RF balance actual revenue over expenses

PARKS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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20543

6111	0096G		\$1,500	FY24 Grant received but never spent
6111	0096G		\$1,500	FY23 GF support received but never spent
6111	0096G		\$1,000	FY25 GPET support received but never spent

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CEMETERY

MISSION STATEMENT

The mission of the Cemetery Division is to honor the memory of those who have chosen our hallowed grounds as their final resting place. We strive to create a dignified and respectful environment for those who visit our Cemetery to pay respect to a friend or loved one.

FY26 Cemetery Staffing		
Position	Headcount	FTE
Parks Director	1	.1
Parks Superintendent	1	.2
Cemetery Foreman	1	1

WHAT WE DO

The Cemetery Division works with the public assisting in the proper selection of burial and providing information during a very tough time. The staff maintain the buildings and grounds, including mowing, trimming, and irrigation. They also open and close graves for burials and coordinate with the local funeral homes. In the winter months, staff maintain the roadways to keep them clear of snow.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for interments, cemetery maintenance and seasonal staffing.

LONG-TERM GOALS

The long-term goals of the Cemetery Division are to provide extraordinary customer service, continue to plot grave sites, and update the Juniper Heights area. In addition, staff will look to add wayfinding signage and landscaping.

CEMETERY

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Cemetery Administration						
350						
General						
10						
	6001	FT Salaries/Wages	76,187	66,952	80,674	85,257
	6002	PT Salaries/Wages	30,283	16,364	34,365	32,100
	6003	Overtime	389	143	1,000	1,000
	6010	Fica	8,114	6,328	8,801	8,978
	6030	Retirement	8,751	7,792	9,374	9,907
	6040	Workers Comp	1,926	1,317	1,807	1,409
	6050	Employee Insurance	4,789	4,424	5,135	5,242
	6060	Unemployment	-	2,529.32	-	-
	6101	Office Supplies	35	315	700	700
	6103	Technology Equipment	-	-	-	360.00
	6104	Software & Website Fees	-	-	-	8,200
	6105	Uniforms/Clothing	412	195	600	600
	6107	Tools	-	55	625	625
	6108	Equip/Mach/Furniture-Non-cap	-	-	2,500	2,500
	6111	Department Functional Supplies	13,828	12,182	18,000	36,000
	6112	Postage	114	28	-	50
	6113	Shipping/Freight	2,192	-	-	-
	6201	Travel/Training	452	-	1,000	-
	6203	Licenses/Certs-Employees	-	-	-	300.00
	6301	Insurance-Property	841	1,243	926	-
	6302	Insurance-Vehicle	476	561	523	-
	6303	Insurance-Liability	533	815	800	-
	6401	Gas/Electric-Buildings	8,823	8,733	14,000	12,433
	6403	Telecom Services	1,127	1,066	1,500	252
	6502	Rent/Lease-Equip/Mach/vehicles	835	885	1,000	1,000
	6601	Contractual-Professional	1,320	-	2,000	1,000
	6602	Contractual-Other	875	2,320	3,900	3,900
	6701	Repairs/Maint-Buildings	756	-	1,500	-
	6702	Repairs/Maint-Land/Site/Grnds	24,804	7,457	10,000	-
	6703	Repairs/Maint-Infrastructure	-	-	-	-
	6704	Repairs/Maint-EquipMachVehArt	10,957	-	2,000	2,000
	6801	Printing	1,566	-	500	300
	7600	Cap Outlay-Mach/Equip/Vehicles	-	-	-	43,000
General Total			200,386	141,704	203,230	257,113
GPET						
11						
	6701	Repairs/Maint-Buildings	-	-	-	1,500
GPET Total			-	-	-	1,500

CEMETERY

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Cemetery Administration						
	350					
	Direct Distribution					
	12					
	6104	Software & Website Fees	7,885	8,098	8,400	-
	6108	Equip/Mach/Furniture-Non-cap	-	-	-	-
	6601	Contractual-Professional	-	-	-	-
	6802	Advertising	318	-	1,000	-
	7400	Cap Outlay-Land/Site Imprvmnts	-	5,167	-	-
	Direct Distribution Total		8,203	13,264	9,400	-
Cemetery Administration Total			208,590	154,968	212,630	258,613

CEMETERY

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10350				
	6003		\$1,000	
	6010		\$6,522	FT FICA
	6010		\$2,456	Seasonal FICA
	6040		\$1,023	FT Workers Comp
	6040		\$386	Seasonal Workers Comp
	6101		\$700	
	6103		\$360	Tablet for Cartegraph implementation
	6104		\$1,400	Cartegraph annual cost allocation
	6104		\$6,800	NEW Annual cemetery software fee for replacement of existing software.
	6105		\$600	
	6107		\$625	
	6108		\$2,500	Weed trimmers, pack blowers and push mowers
	6111	0201A	\$10,000	Irrigation
	6111		\$10,000	Interment materials
	6111		\$8,000	Fasteners, paint and shop supplies.
	6111		\$8,000	Cottonwood Drive Road Repairs - Streets department doing the work
	6112		\$50	
	6203		\$300	Certified irrigation technician for advancement plan
	6401		\$12,433	MDU is expecting a 14% increase. The projected YE total for FY25 is 10,906
	6403		\$252	Phone stipend (percentage split between divisions)
	6502		\$1,000	Air compressor rental for irrigation winterization
	6601		\$1,000	Cemetery pump station audit
	6602		\$3,900	Janitorial services
	6704		\$2,000	
	6801		\$300	
	7600		\$43,000	Cemetery Pump Replacement - Pump #2
11350				
	6701		\$1,500	Cemetery building repairs & Maintenance by vendor

WEED & PEST

MISSION STATEMENT

The Weed and Pest Division provides a public service by controlling noxious weeds and pests within the City of Sheridan.

FY26 Weed & Pest Staffing		
Position	Headcount	FTE
Parks Director	1	.1
Parks Superintendent	1	.1
Natural Resources Coordinator	1	.2
Weed & Pest Technician	1	1

WHAT WE DO

The Weed and Pest Division sprays noxious weeds on public property within the City of Sheridan. The Division also controls the mosquito population by the use of Ultra Low Volume (ULV) fogging as needed.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for training and seasonal staffing to maintain a high level of service.

LONG-TERM GOALS

The long-term goals of the Weed and Pest Division are to continue providing great service and staying up to date on best management practices and public education.

FY26 WEED & PEST FUND DETAILED REVENUE

Fund	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26 Budget
				Revised Budget	
Weed & Pest					
Revenue					
53					
4810	Interest	(1,789)	-	(2,966)	(7,636)
4860	Miscellaneous	(5)	-	-	-
4980	Weed/Pest Control Tax Revenue	(280,272)	(206,581)	(259,600)	(269,600)
4981	Mosquito Control Fee	(20,697)	(16,462)	(20,000)	(20,000)
Revenue Total		(302,763)	(223,043)	(282,566)	(297,236)
Weed & Pest Total		(302,763)	(223,043)	(282,566)	(297,236)

WEED & PEST

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
320						
Weed/Pest Administration						
Weed & Pest						
53						
	6001	FT Salaries/Wages	74,845	65,880	80,532	86,316
	6002	PT Salaries/Wages	8,256	4,395	7,200	13,400
	6003	Overtime	617	549	500	600
	6010	Fica	6,124	5,053	6,711	7,630
	6030	Retirement	8,561	7,752	9,358	10,030
	6040	Workers Comp	1,495	1,122	1,438	1,197
	6050	Employee Insurance	14,815	24,310	16,338	16,860
	6101	Office Supplies	274	297	300	400
	6103	Technology Equipment	-	-	-	360
	6104	Software & Website Fees	1,950	4,263	5,900	5,900
	6105	Uniforms/Clothing	671	370	900	900
	6107	Tools	-	172	500	500
	6108	Equip/Mach/Furniture-Non-cap	12,191	1,558	1,500	1,500
	6109	Petroleum Products	3,953	2,977	4,500	4,500
	6111	Department Functional Supplies	4,672	5,416	3,331	4,500
	6113	Shipping/Freight	300	-	-	-
	6201	Travel/Training	1,442	2,124	2,000	500
	6203	Licenses/Certs-Employees	-	-	-	1,200
	6301	Insurance-Property	120	180	133	225
	6302	Insurance-Vehicle	668	923	735	1,300
	6303	Insurance-Liability	541	813	812	814
	6401	Gas/Electric-Buildings	1,708	1,469	1,901	2,010
	6403	Telecom Services	2,032	1,887	2,500	3,160
	6602	Contractual-Other	-	1,153	2,000	2,000
	6701	Repairs/Maint-Buildings	-	105	1,500	1,500
	6704	Repairs/Maint-EquipMachVehArt	6,003	2,562	3,000	4,000
	6801	Printing	-	-	-	500
	6802	Advertising	-	1,418	3,058	2,300
	6854	Bad Debt Expense	8	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	19,250	-	-	-
	8010	Transfer to General Fund	26,000	17,333	26,000	26,000
	8040	Transfer to Capital Proj Fund	50,000	-	-	-
	6810	Depreciation Expense	18,861	-	-	-
	7999	Cap Outlay-Contra Account	(19,250)	-	-	-
	6106	Chemicals	18,990	3,742	25,000	20,000
Weed & Pest Total			265,098	157,821	207,647	220,102
Cap Projects						
40						
	7120	Cap Outlay-Construct of Bldgs	35,528	-	199,472	-
Cap Projects Total			35,528	-	199,472	-
Weed/Pest Administration Total			300,626	157,821	407,119	220,102

WEED & PEST NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
53000				
	4810		(\$7,636)	With projected ending FY25 @ \$2.169M and a 1.25% reduction in interest rates
	4980		(\$269,600)	Based on a conservative three-year average increase
53320				
	6002		\$13,400	
	6003		\$600	
	6010		\$6,604	Full time employees
	6010		\$1,026	Seasonal Staff
	6030		\$10,030	Full time employees
	6040		\$1,036	Full time employees
	6040		\$161	Seasonal Staff
	6101		\$400	
	6103		\$360	Tablet for Cartegraph implementation.
	6104		\$5,900	Cartegraph, Fogger Logger and 1/2 Tree Plotter
	6105		\$900	
	6106	0139G	\$0	
	6106		\$20,000	Chemical account
	6107		\$500	
	6108		\$1,500	
	6111		\$3,500	
	6201		\$500	Turfgrass Management course
	6203		\$1,200	WGGA conference for pesticide applicator license CEUs
	6301		\$225	Property Insurance expected increase 19%
	6302		\$1,300	Auto Insurance expected to increase 29%
	6303		\$814	LGLP Ins based on Employee FTE's
	6401		\$2,010	MDU is expecting a 14% increase. The projected YE total for FY25 is 1,800
	6403		\$2,500	Spectrum & stipend
	6403		\$660	Annual cellular data fee for Cartegraph tablets
	6602		\$2,000	janitorial
	6701		\$1,500	
	6704		\$1,500	
	6801		\$500	Chemical application signage
	6802		\$2,300	PSA for mosquito spraying
	8010		\$26,000	GF support

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GOLF COURSE

MISSION STATEMENT

The Kendrick Golf Course provides all members, family, and guests a premier golf, dining, and social experience in a friendly, inclusive, and fun environment.

FY26 Golf Course Staffing		
Position	Headcount	FTE
Parks Director	1	.15
Parks Superintendent	1	.1
Golf Course Superintendent	1	1
Assistant Golf Course Superintendent	1	1

WHAT WE DO

Parks Department staff collaborates with the contracted management team to maintain and enhance the overall condition and playing experience of Kendrick Golf Course.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to increase tournaments and playtime through proper management. The budget also includes funding to assist with the golf course deferred maintenance.

LONG-TERM GOALS

The long-term goal for Kendrick Golf Course is to continue improving maintenance practices to further beautify the course and grow the game of golf within the community. The contracted Management Company will continue to develop creative new programs to increase membership and revenues while reducing the yearly subsidy.

Fund	Account Description	FY24 Actuals	FY25 Actuals	FY25	FY26
				Revised Budget	Budget
Golf Course					
Revenue					
54					
4650	Golf Course Greens Fee	(261,400)	(158,475)	(250,000)	(269,650)
4651	Driving Range Fee	3,418	(6,558)	(1,000)	(1,000)
4652	Food Service Revenue	(1,505)	(675)	(1,300)	(1,300)
4653	Merchandise Revenue	(1,095)	(631)	(1,100)	(1,100)
4654	Golf Cart Rent	(97,133)	(89,893)	(85,000)	(85,000)
Revenue Total		(363,385)	(256,231)	(338,400)	(358,050)
Transfers In					
54					
5012	Transfer from Direct Dist Fund	-	(17,496)	(26,245)	-
5010	Transfer from General Fund	(201,799)	(133,333)	(200,000)	(262,409)
Transfers In Total		(207,469)	(150,830)	(226,245)	(262,409)
Golf Course Total		(570,854)	(407,061)	(564,645)	(620,459)

GOLF COURSE

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Golf Course Admin/Super						
General						
10						
	8054	Transfer to Golf Fund	201,799	133,333	200,000	262,409
General Total			201,799	133,333	200,000	262,409
Golf Course						
54						
	6001	FT Salaries/Wages	138,893	91,276	145,096	155,554
	6002	PT Salaries/Wages	52,804	42,728	51,520	47,800
	6003	Overtime	3,810	1,458	2,000	2,000
	6010	Fica	14,285	11,084	15,041	15,557
	6030	Retirement	15,936	11,629	16,860	18,076
	6040	Workers Comp	3,483	2,283	3,225	2,441
	6050	Employee Insurance	25,009	18,753	27,416	30,916
	6103	Technology Equipment	-	-	-	360
	6104	Software & Website Fees	6,047	5,738	11,400	10,900
	6105	Uniforms/Clothing	617	782	1,200	1,200
	6107	Tools	140	148	578	500
	6108	Equip/Mach/Furniture-Non-cap	17,719	540	1,270	9,720
	6109	Petroleum Products	18,246	9,748	25,915	20,000
	6111	Department Functional Supplies	39,787	37,513	47,753	41,500
	6201	Travel/Training	2,449	657	1,000	1,000
	6202	Memberships	635	775	465	1,240
	6301	Insurance-Property	1,422	2,351	1,564	2,800
	6302	Insurance-Vehicle	832	822	916	740
	6303	Insurance-Liability	984	1,465	1,477	1,465
	6401	Gas/Electric-Buildings	12,469	14,826	15,000	19,200
	6403	Telecom Services	3,739	3,690	4,363	5,320
	6502	Rent/Lease-Equip/Mach/vehicles	44,040	47,970	58,383	48,870
	6601	Contractual-Professional	2,596	896	1,000	1,000
	6602	Contractual-Other	75,000	56,338	75,000	75,000
	6700	Repairs/Maintenance	6,275	1,099	1,031	-
	6701	Repairs/Maint-Buildings	239	3,896	5,055	15,000
	6702	Repairs/Maint-Land/Site/Grnds	2,561	23,441	39,871	-
	6704	Repairs/Maint-EquipMachVehArt	6,460	12,737	10,000	12,000
	6802	Advertising	150	86	500	300
	7400	Cap Outlay-Land/Site Imprvmnts	-	14,531	15,000	80,000
	7600	Cap Outlay-Equip/MachVehicles	12,303	-	-	-
Golf Course Total			548,879	419,267	579,898	620,459

GOLF COURSE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
54000				
	4650		(\$269,650)	Average of last two years
54530				
	6010		\$11,900	Full time employees
	6010		\$3,657	Seasonal Staff
	6040		\$1,867	Full time employees
	6040		\$574	Seasonal Staff
	6103		\$360	Tablet for Cartegraph implementation.
	6104		\$2,100	KGC irrigation software fee.
	6104		\$5,000	Pro shop software
	6104		\$1,400	Cartegraph asset management software
	6104		\$2,400	Club Prophet CC fee
	6108		\$1,000	Small equipment - line trimmer, leaf blowers, etc.
	6108		\$770	Irrigation wire tracker
	6108		\$1,550	Moisture meter
	6108		\$1,500	AED
	6108		\$4,900	Fertilizer Storage Shed
	6111	0201A	\$3,500	Irrigation budget
	6111		\$5,000	Herbicide
	6111		\$3,000	Aggregate
	6111		\$9,000	Sand
	6111		\$4,000	Fertilizer
	6111		\$2,000	Janitorial supplies
	6111		\$2,000	Fencing
	6111		\$5,000	Shop supplies
	6201		\$1,000	Travel for GCSAA conference
	6202		\$310	Peaks and Prairies membership fee - annual
	6202		\$930	GCSAA membership fee - annual.
	6301		\$2,800	Property Insurance expected to increase 19%

GOLF COURSE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6302		\$650	Golf Cart Insurance expected 29% increase
	6302		\$90	Auto Insurance expected to increase 29%
	6303		\$1,465	LGLP Ins based on Employee FTE's
	6401		\$19,200	MDU is expecting a 14% increase. The projected YE total for FY25 is 16,900
	6403		\$660	Annual cellular data fee for Cartegraph tablets
	6403		\$660	Annual cellular data fee for Cartegraph tablets
	6502		\$45,870	KGC equipment lease payment 2 of 5
	6502		\$3,000	KGC compressor rental
	6601		\$1,000	granite peak pump services for golf course one time cost
	6602		\$75,000	KGC operational contract (K Club)
	6701		\$15,000	Un-forecasted building repairs
	7400		\$80,000	Renovate Back Nine Cart Paths

COMMUNITY FORESTRY

MISSION STATEMENT

The Community Forestry Program Division ensures the safety and vitality of Sheridan's community forest, both today and into the future.

FY26 Community Forestry Staffing		
Position	Headcount	FTE
Parks Director	1	.1
Parks Superintendent	1	.1
Natural Resources Coordinator	1	.7
Landscape Technician	1	1

WHAT WE DO

The Community Forestry Program Division is tasked with maintaining and promoting the health of nearly 5,000 trees in public spaces such as parks, boulevards, and natural areas. It also acts as a useful resource for private tree owners by promoting education focused on local tree species and proper tree maintenance. The program continues the process of beautification of all City parks and greenspaces through proper landscaping.

FY26 BUDGET INITIATIVES

The FY26 budget includes expenses to fund for additional and diverse species of trees. It also includes funds to plan, plant and care for all trees and landscape areas citywide.

LONG-TERM GOALS

The long-term goals for the Community Forestry Program Division are to continue updating the tree inventory and keep improving the health and safety of our community trees. The program will identify, prioritize, and prune hazardous and high-risk trees and replace them with the diverse options that may flourish within our hardiness growing zone.

COMMUNITY FORESTRY

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Forestry/Nursery						
543						
General						
10						
	6001	FT Salaries/Wages	112,889	96,865	114,775	123,404
	6002	PT Salaries/Wages	22,222	15,897	30,000	20,000
	6003	Overtime	1,522	1,327	-	1,500
	6010	Fica	10,023	8,243	10,315	10,970
	6030	Retirement	13,016	11,410	13,337	14,339
	6040	Workers Comp	2,443	1,800	2,211	1,721
	6050	Employee Insurance	35,992	33,285	38,050	39,215
	6103	Technology Equipment	-	-	-	360
	6104	Software & Website Fees	915	4,666	5,300	5,300
	6105	Uniforms/Clothing	1,615	882	2,000	2,000
	6107	Tools	601	765	750	750
	6108	Equip/Mach/Furniture-Non-cap	1,460	620	2,000	2,000
	6111	Department Functional Supplies	10,483	2,326	11,000	21,500
	6201	Travel/Training	1,795	1,306	3,000	-
	6202	Memberships	-	-	-	405
	6203	Licenses/Certs-Employees	-	-	-	900
	6303	Insurance-Liability	799	1,159	1,200	-
	6403	Telecom Services	800	724	840	840
	6502	Rent/Lease-Equip/Mach/vehicles	917	-	1,000	1,000
	6601	Contractual-Professional	16,990	300	15,000	15,000
	6702	Repairs/Maint-Land/Site/Grnds	-	1,813	6,000	-
	6704	Repairs/Maint-EquipMachVehArt	-	264	1,000	1,000
	6801	Printing	-	-	-	500
General Total			234,484	183,652	257,778	262,704
GPET						
11						
	8020	Transfer to Special Rev Fund	-	667	1,000	-
GPET Total			-	667	1,000	-
Special Revenue						
20						
	6111	Department Functional Supplies	3,613	1,236	8,379	4,000
Special Revenue Total			3,613	1,236	8,379	4,000
Forestry/Nursery Total			238,097	185,555	267,157	266,704

COMMUNITY FORESTRY NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
10543				
			6003	\$1,500
			6010	\$9,440 FT FICA
			6010	\$1,530 Seasonal FICA
			6040	\$1,481 FT Workers Comp
			6040	\$240 Seasonal Workers Comp
			6103	\$360 Tablet for Cartegraph
			6104	\$5,300 Cartegraph, Tree Plotter, Plantsoon(Arboretum)
			6105	\$2,000 PPE for climbing, seasonal staff uniforms
			6107	\$750
			6108	\$2,000
		0201A	6111	\$5,000 Irrigation budget
			6111	\$11,000 Trees, annuals, and shrubs for landscaping
			6111	\$3,000 Additional tree additions at Kendrick Pool
			6111	\$2,500 Burgess Bridge project
			6202	\$405 Annual ISA membership
			6203	\$900 Cost to attend Wyoming Tree Academy for required CEUs for ISA certification
			6403	\$840 Phone Stipend 1 person
			6502	\$1,000 Stump grinder, landscape rake
			6601	\$15,000 Hazard tree mitigation and emergency tree service
			6704	\$1,000 Small equipment repairs
			6801	\$500 Signage for addition of new species at Arboretum.

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CUSTOMER SERVICE

MISSION STATEMENT

The Customer Service Division is committed to providing efficient, reliable, courteous, and timely customer transactions in support of all City departments. We uphold the highest standards of integrity in our actions and take personal accountability for delivering on our commitments to our internal and external customers.

FY26 Customer Service Staffing		
Position	Headcount	FTE
Customer Service Supervisor	1	1
Customer Service Specialist	4	4

WHAT WE DO

The Customer Service Division is both the primary point of contact for those seeking to do business with the City and a key support to all City Departments.

- Public Interaction
 - Addressing inquiries for citizens, through phone calls, emails, or in person, either directly or indirectly through the asset management program.
 - Processing passport applications
- Utilities
 - Billing and maintenance of utility accounts through meter reading, account maintenance, fee calculations and receivables for utility customers which help generate important revenue for the City.
- Treasurer
 - Counting, reconciling, and reporting all incoming revenue to ensure accountability in the city's finances, reducing the risk of discrepancies and ensuring transparency in financial operations.
- Public Works
 - Processing of income generated from building and utility permits
- Clerk
 - Processing and reconciling all incoming revenue Municipal Court fines and bonds, public records requests, cemetery plots and interments
 - Receiving and tracking of all alcohol and special use permits, which include mobile vending as well as street closures
- Parks
 - Managing all park reservations and associated alcohol permits
 - Tracking, billing and reconciling preseason golf passes
- Fire & Police
 - Receiving and tracking of funds generated by CPR classes and Safe Rides books

FY26 BUDGET INITIATIVES

The FY26 budget includes funding for a dedicated utility billing specialist to fill a critical need to improve service to utility customers and be Customer Service Division's expert and primary resource in performing the essential function of generating and distributing utility bills and managing customer, utility accounts.

LONG-TERM GOALS

The division aims to improve information access and responsiveness by enhancing the utility billing platform and services we offer to our customers. Using data analytics, common issues can be identified and addressed proactively to support a more transparent, efficient, and customer-focused model aligned with the city's commitment to public service excellence.

CUSTOMER SERVICE

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Customer Service						
143						
General						
10						
	6001	FT Salaries/Wages	200,602	185,281	225,992	227,828
	6003	Overtime	1,264	1,502	1,500	1,500
	6010	Fica	14,439	13,646	16,528	17,429
	6030	Retirement	23,103	21,704	25,105	26,473
	6040	Workers Comp	3,650	2,949	3,543	2,734
	6050	Employee Insurance	60,008	51,768	84,836	76,738
	6101	Office Supplies	1,350	891	1,558	1,000
	6104	Software & Website Fees	54,961	48,983	48,000	63,700
	6108	Equip/Mach/Furniture-Non-cap	-	20,023	20,000	-
	6111	Department Functional Supplies	250	-	200	250
	6112	Postage	6,653	5,065	7,100	-
	6201	Travel/Training	-	1,997	3,900	1,750
	6303	Insurance-Liability	1,453	2,181	2,181	-
	6403	Telecom Services	1,585	728	1,800	840
	6502	Rent/Lease-Equip/Mach/vehicles	-	864	-	-
	6601	Contractual-Professional	134,646	83,758	92,700	79,300
	6602	Contractual-Other	-	363	1,500	-
	6801	Printing	-	1,694	1,500	1,500
	6804	Bank/CC Fees	151,377	91,092	100,000	124,000
	6854	Bad Debt Expense	50	-	50	-
	General Total		655,391	534,489	637,992	625,042
Customer Service Total			655,391	534,489	637,992	625,042

CUSTOMER SERVICE NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10143

	6104		\$50,500	Mueller Sentryx meter reading
	6104		\$6,300	Tyler Notify - \$6,300* (base 30K texts, 1,000 minutes)
	6104		\$6,300	Tyler Payments- Utility billing software
	6104		\$600	Additional Notify text blocks and IVR call minutes
	6111		\$250	Door hanger notices
	6201		\$1,750	Tyler connect
	6403		\$840	Cell phone stipend- 1
	6601		\$74,800	Infosend
	6601		\$4,500	CPI
	6801		\$1,500	cost of 1 single side, color insert (pmt methods, all things, cs)

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MISSION STATEMENT

The mission of the Information Technology (IT) Division is to build a comprehensive, high quality, and secure technology infrastructure, establish and maintain an effective, and deliver prompt, cost effective, and reliable technology services to all who utilize City IT infrastructure.

FY26 Information Technology Staffing		
Position	Headcount	FTE
Information Technology Manager	1	1
IT Specialist	1	1

WHAT WE DO

The City of Sheridan Information Technology (IT) Division oversees the technology infrastructure and information security for the City government and operations. It is this infrastructure that enables City employees to deliver vital services to Sheridan's residents, businesses and visitors. The IT Division is responsible for providing the following:

- A secure network environment for City information and technology functions. This includes individual workstations, data servers, and networking infrastructure, such as fiber connections, switches, firewalls, WIFI, and internet access. This includes protecting City information in its processing, storage, and transmission within the City IT infrastructure, ensuring confidentiality, integrity, and availability of the City's information assets and related systems.
- Assisting City departments in evaluating software for delivery of services
- Maintaining external network connections for City services, including the City website and service delivery software such as billing, payment portals, and GIS mapping
- System maintenance and replacement, regular procurement of new technologies to provide optimal services to the City's citizens, businesses and visitors, and the secure disposal of systems exiting the inventory.

FY26 BUDGET INITIATIVES

The FY26 budget includes expenses to continue the level of service previously provided by the IT Division. This includes ongoing renewals of critical software and hardware systems, such as our firewall, endpoint defense (AV/anti-malware), MFA (multi-factor authentication) remote management/support, server backup and recovery software, helpdesk services, additional professional services, system logging and monitoring, and IT Training for employees, The FY26 budget accounts for our annual round of computer inventory replacement (5 year replacement cycle).

LONG-TERM GOALS

The long-term goals of the IT Division are extensive. Our first goal is to ensure City funds are used in acquiring the most secure and efficiently manageable technology systems while maintaining sound fiscal stewardship. A second goal is to increase responsiveness to City staff and customers by leveraging technology to track requests, inventory, and processes for more targeted performance. The third goal for the IT division is to coordinate more closely with other departments and divisions in the acquisition of key software for specific departmental functions, including functional assessment, pricing, and resource needs. Finally, the IT Division is working with the overall strategic plan of the City to reflect the organization's mission, vision, and values through the development of policies that safeguard the City's systems and information assets.

INFORMATION TECHNOLOGY

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Information Technology						
170						
General						
10						
	6001	FT Salaries/Wages	176,848	153,870	174,660	181,326
	6003	Overtime	7,939	6,606	7,800	8,000
	6010	Fica	13,777	11,810	13,361	13,871
	6030	Retirement	21,246	18,647	20,295	21,070
	6040	Workers Comp	3,357	2,533	2,864	2,176
	6050	Employee Insurance	26,011	29,745	26,827	35,947
	6101	Office Supplies	21	-	200	-
	6103	Technology Equipment	38,605	1,982	40,450	-
	6104	Software & Website Fees	170	-	200	-
	6105	Uniforms/Clothing	-	-	550	125
	6111	Department Functional Supplies	3,657	5,561	4,325	2,050
	6201	Travel/Training	1,287	810	2,500	1,650
	6303	Insurance-Liability	1,191	1,764	1,787	-
	6403	Telecom Services	2,045	1,866	3,000	1,680
	6601	Contractual-Professional	15,540	14,698	17,600	18,250
General Total			311,693	249,892	316,421	286,145
GPET						
11						
	6103	Technology Equipment	98	26,810	27,895	21,000
	6104	Software & Website Fees	133,875	110,627	271,000	-
GPET Total			133,973	137,437	298,895	21,000
Direct Distribution						
12						
	6103	Technology Equipment	17,678	16,496	73,000	23,220
	6104	Software & Website Fees	10,232	44,011	50,800	283,411
Direct Distribution Total			27,910	60,507	123,800	306,631
Information Technology Total			473,577	447,836	739,116	613,776

INFORMATION TECHNOLOGY NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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10170

6105			\$125	Replacement shirts
6111			\$150	SSD hard drives
6111			\$350	1x16 TB backup drive
6111			\$350	2x 10TB drives
6111			\$1,200	WIFI AP's Replacements with WIFI 7 - CH & PD
6201			\$1,000	CPE for CISM
6201			\$400	Comptia Linux
6201			\$250	WatchGuard certification
6403			\$1,680	Cell phone stipends for 2 people
6601			\$16,250	Council Recordings (Granicus/SWAGIT)
6601			\$2,000	Professional services support

11170

6103			\$21,000	Toughbooks for PD Patrol
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12170

6103			\$3,750	Computer Replacement Plan FY25: Basic Desktops
6103			\$1,450	Advanced Desktop x1
6103			\$9,300	Surface Pro x6
6103			\$200	Surface Docking Station x1
6103			\$3,250	Basic Laptop x5
6103			\$1,200	Advanced Laptop
6103			\$450	Chromebox x1
6103			\$140	24" monitors x1
6103			\$330	27" monitors
6103			\$1,400	Desktop Printer x2
6103			\$150	Adapters/Cables
6103			\$250	Misc. small network Switches

INFORMATION TECHNOLOGY NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6103		\$350	Incidentals/overages
	6103		\$1,000	New printer for Finance dept
	6104		\$5,500	WatchGuard Authpoint MFA
	6104		\$4,752	Microsoft Office 365
	6104		\$100	Power BI Pro
	6104		\$8,064	Adobe Acrobat Pro (4 additional)
	6104		\$500	Domain Renewals
	6104		\$150	SSL Certs
	6104		\$6,815	KnowBe4 Testing/Training
	6104		\$1,500	Veeam Backup Solution
	6104		\$18,000	Adlumin SIEM
	6104		\$9,000	RMM Software/Helpdesk
	6104		\$3,900	Carousel Digital Signage
	6104		\$67,280	Google Workspace licenses
	6104		\$550	PhotoShop
	6104		\$139,000	Munis/Tyler Annual Fees
	6104		\$80	Blue Iris Digital Recording
	6104		\$210	Adobe Stock
	6104		\$7,920	Bluebeam 18 licenses
	6104		\$650	Form Publisher
	6104		\$850	Cablecast
	6104		\$1,000	Incidentals (unforeseen price increases)
	6104		\$350	Jira
	6104		\$5,800	Watchguard Firewall Renewal x2
	6104		\$1,440	Google Workspace archived licenses

MISSION STATEMENT

The mission of the Utilities Department Water Enterprise Fund is to effectively provide services that meet the present and future environmental, health, and safety needs within the community of Sheridan. We are committed to providing a quality, reliable and sustainable water system for our community which exceeds expectations through continuous improvement of our operations and infrastructure.

WHAT WE DO

The Utilities Department Water Enterprise Fund represents the administrative and operational divisions that oversee and conduct the daily operations, maintenance and repair of the City's water system. The Water Fund is made of the following divisions and the systems they manage:

- **Utilities Administration** - conducts capital planning, rate making, engineering, budgeting and overall administration of the Water Enterprise Fund.
- **Utility Services** - provides regulatory and technical services on behalf of the water utility. Staff reviews and issues permits for water infrastructure and service lines. They inspect installations and perform all the utility locates for the City. Staff administers/manages our asset management system for the City.
- **Utility Maintenance (Water Distribution)** - conducts operations, maintenance, and repair activities on the City's 130+ miles of water transmission mains and water distribution pipes and for its two (2) water pump stations. Under contract with the City, they maintain the Sheridan Area Water Supply (SAWS) and Downer Neighborhood Improvement & Service District's (DNISD) water distribution system and pump station.
- **Water Treatment (Source of Supply, Sheridan and Big Goose Water Treatment Plants)** - conducts operations and maintenance of our Water Treatment Plants and intake facility to ensure compliance with the Safe Drinking Water Act under the regulation of the Environmental Protection Agency (EPA).

FY26 BUDGET INITIATIVES

The FY26 budget of the Water Enterprise Fund will generate the necessary revenues to fund annual operating expenses, fund FY26 capital expenditures while increasing the fund balance in preparation for planned, future expenses. We will be able to make all annual debt service payments owed by the Water Fund, maintain minimum debt service coverage ratios, and ensure reserve balance target minimums are exceeded.

LONG-TERM GOALS

The long-term goals of Utilities Administration and the Water Enterprise are to keep water rates as low as possible for our customers while ensuring long-term financial sustainability, excellent system health, and a level of service that exceeds expectations. Another goal is to improve our Asset Management Program to support a long-term Capital Improvement Plan that aligns with financial goals, facility objectives, and the strategic priorities of the Mayor and City Council.

WATER FUND

FY26 WATER FUND DETAILED REVENUE

Fund	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
50					
	Water				
4220	Department of the Interior	(5,724,356)	(1,575,159)	(3,417,855)	(2,330,000)
4332	WY Water Developmnt Commission	-	(96,198)	(1,968,120)	(1,100,000)
4810	Interest	(298,286)	(1,064)	(206,723)	(600,790)
4860	Miscellaneous	(325)	-	-	-
4870	Appreciation	(24)	(210)	-	-
4880	Gain/Loss - Sale of Cap Assets	(3,240)	(23,606)	-	-
4911	Water Fees	(3,771,773)	(3,452,084)	(3,952,987)	(4,131,337)
4912	SAWS Fees	(1,026,590)	(518,025)	(1,090,398)	(1,139,493)
4913	Water PIFF Fees	(394,151)	(303,710)	(400,000)	(429,675)
4914	Water Card/Hydrant Fees	(178,044)	(142,795)	(152,695)	(154,375)
4915	Water Connection Fees	(64,449)	(74,979)	(67,375)	(67,375)
4916	Hydropower Revenue	(23,044)	(30,174)	(36,000)	(36,000)
4929	Other Water Fees	-	(3,330)	-	-
5051	Transfer from Sewer Fund	(38,658)	(138,839)	(208,258)	(40,658)
5060	Sale of Capital Assets	-	(23,606)	(9,000)	(9,000)
Water Total		(11,522,941)	(6,383,777)	(11,509,411)	(10,038,703)

FY26 WATER FUND EXPENDITURE SUMMARY

Fund	Dept/Division	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
50					
	Water				
810	Water Administration	4,865,235	1,987,010,	2,387,479	4,277,105
811	Source of Supply	271,393	213,330	336,007	281,664
812	Water Distribution	3,839,115	3,335,015	13,465,522	3,139,216
813	SWTP	913,775	1,049,961	1,271,137	869,124
814	BGWTP	612,364	511,654	921,317	672,623
815	SAWS	57,341	169,427	745,309	331,219
Water Total		10,559,223	7,266,399	19,129,771	9,570,951

WATER FUND NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
50000				
	4810		(\$600,790)	With projected ending FY25 @ \$2.169M and a 1.25% reduction in interest rates
	5051		(\$4,800)	Aluminum trench box \$12K Split(60/40) 7,200 is water 4,800 is collection. Item being purchased under 50812-7600
	5051		(\$35,858)	Shared loan, JPA

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WATER ADMINISTRATION

MISSION STATEMENT

The City of Sheridan Utilities (Water) Administration Division is committed to providing operational support, maintaining a productive, collaborative, and professional environment while providing efficient, and effective service to all divisions within the department.

FY26 Water Administration Staffing		
Position	Headcount	FTE
Utilities Director	1	.4
Assistant Utilities Director	1	.6
Administrative Coordinator	1	.4
Project Engineer	1	.6
Utility Services Technician	1	.36
GIS Specialist	1	.6
GIS Specialist	1	.4
SCADA Engineer	1	.6

WHAT WE DO

Utilities Administration provides executive, administrative, technical, and regulatory support to all the divisions within the Utilities Department. Specific functions include:

- Provide overall administration of Water Enterprise Fund and its associated divisions
- Prepare and present Water Enterprise business items to City Council for approval
- Develop the fiscal budget for the Water Enterprise Fund and manage the use of its funds for expenditures approved by the Mayor and City Council
- Oversee the billing and collection of revenues from water usage fees and plant investment fees for new water service connections
- Perform the capital planning, financial planning and rate making for the Water Enterprise Fund to ensure its sustainability and long-term fiscal health
- Perform the regulatory review and permitting of all water distribution system improvements within the entire water service area (City and SAWS)
- Collect, maintain and update GIS datasets, web viewers, and mapping as they relate to utility infrastructure and services
- Manage and develop the City's computerized maintenance management system (CMMS) to ensure assets are responsibly and efficiently managed and that resident's service requests are addressed in a effective and timely manner

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to support the mission of the Administrative Division and the level of service it provides to the Water Enterprise. This FY's budget includes an increase in transfers to the General Fund for the cost of its administrative support to the Water Fund, and partial funding for a second GIS Specialist position as well as a SCADA Engineer position. These positions will eliminate the need for outside/contract professional services that we pay for annually for these services. Each of these positions are approximately 75% budget neutral and will provide a productivity benefit that will be significantly greater (5x greater).

LONG-TERM GOALS

The long-term goals of Utilities Administration and the Water Enterprise are to keep water rates as low as possible for our customers while ensuring long-term financial sustainability, excellent system health, and a level of service that exceeds expectation. Another goal is to improve our Asset Management Program to support a long-term Capital Improvement Plan that aligns with financial goals, facility objectives, and the strategic priorities set by the Mayor and City Council.

WATER ADMINISTRATION

		FY25				
Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
Water Administration						
810						
Water						
50						
	6001	FT Salaries/Wages	212,746	253,747	256,751	333,562
	6003	Overtime	1,387	767	1,000	1,000
	6010	Fica	17,526	15,790	19,641	25,079
	6030	Retirement	27,506	25,413	29,834	38,760
	6040	Workers Comp	4,345	3,452	4,211	4,003
	6050	Employee Insurance	46,559	43,365	49,357	77,583
	6101	Office Supplies	890	243	900	750
	6103	Technology Equipment	1,523	655	-	2,700
	6104	Software & Website Fees	45,267	71,848	106,500	44,200
	6105	Uniforms/Clothing	156	194	360	870
	6108	Equip/Mach/Furniture-Non-cap	18,176	-	-	6,600
	6109	Petroleum Products	1,756	1,133	1,845	2,150
	6110	Books/Periodicals	321	330	350	300
	6111	Department Functional Supplies	1,361	2,937	2,355	2,355
	6112	Postage	73	208	50	50
	6201	Travel/Training	2,018	2,876	9,840	8,100
	6202	Memberships	3,145	5,258	3,200	3,310
	6204	Licenses/Fees/Permits- Other	-	54	54	-
	6302	Insurance-Vehicle	173	-	191	191
	6303	Insurance-Liability	1,716	2,592	2,575	2,592
	6305	Insurance-Claims	3,000	-	-	1,000
	6403	Telecom Services	3,642	3,792	3,000	3,528
	6601	Contractual-Professional	26,617	10,424	12,000	66,000
	6602	Contractual-Other	-	120	125	5,125
	6704	Repairs/Maint-EquipMachVehArt	1,489	-	240	300
	6801	Printing	63	4,473	90	100
	6802	Advertising	-	306	100	200
	6850	Principal	669,033	702,416	668,402	1,181,092
	6853	Issuance Costs	-	21,600	12,500	40,000
	6854	Bad Debt Expense	1,895	-	-	-
	6899	Contingency	-	41	35,000	35,000
	8010	Transfer to General Fund	731,700	491,951	737,926	829,856
	8040	Transfer to Capital Proj Fund	2,978,463	-	-	1,230,000
	6851	Interest	199,218	221,415	406,582	330,749
	Water Total		4,865,235	1,841,105	2,364,979	4,277,105
Water Administration Total			4,865,235	1,841,105	2,364,979	4,277,105

WATER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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50810

	6001		\$235,562	Salaries/Wages of current employees
	6001		\$46,000	60% of new SCADA position
	6001		\$30,000	40% of new GIS position
	6001		\$22,000	40% of new customer service position
4220	0155P		(\$1,230,000)	DW267 Residence Hill
	6101		\$750	60% of \$1,250
	6103		\$1,200	60% x \$2,000 for SCADA Engineer Office
	6103		\$1,500	50% x \$3,000 for GIS Specialist Office
	6104		\$6,000	SwiftComply Backflow Annual
	6104		\$3,500	Flow Gems (Bentley/Modeling)
	6104		\$3,800	Citizen App (Granicus/RockSolid)
	6104		\$6,000	ESRI/GIS
	6104		\$2,600	Trimble Catalyst Annu
	6104		\$2,900	AutoDesk/CAD
	6104		\$3,400	WaterWorth Annual Fees
	6104		\$16,000	Cartagraph Software
	6105		\$870	60% of 2@\$350 and 5 @\$150
	6108		\$3,600	60% x \$6,000 for SCADA Engineer Office
	6108		\$3,000	50% x \$6,000 for GIS Specialist Office
	6110		\$300	Needed Resource Codes/Manuals (2024 IPC), Annual Sheridan Press eSubscription (50)
	6111		\$800	Routine Supplies
	6111		\$300	Locate Paint
	6111		\$100	Backflow Prevention Tools
	6111		\$100	Backflows Repair Parts
	6111		\$50	Office Tool Set
	6111		\$125	Backflow Kit Calibration, Annual

WATER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6112		\$50	Backflow Test Kit - Postage to send off for annual calibration
	6201		\$1,800	Utilities Director (Conf \$1.8k (\$3,000 x 60%) CEU's for licensing)
	6201		\$600	Assistant Utilities Director - ASSE Certification
	6201		\$1,500	Asset Management Training
	6201		\$300	Utility Tech (WARWS Mini Conf
	6201		\$2,400	GIS Specialist(s)
	6201		\$300	Admin
	6201		\$1,200	SCADA Engineer
	6202		\$600	WWA
	6202		\$2,500	AWWA
	6202		\$125	APWA
	6202		\$35	WARWS
	6202		\$50	WWQPCA
	6305		\$1,000	city responsible damage claims
	6403		\$3,528	Cell Phone Stipend 7 @ \$70/mo x 60%
	6601		\$6,000	Consulting & Modeling Support
	6601		\$60,000	Lake DeSmet Scoping Project
	6602		\$125	Backflow Calibration Testing, Annual
	6602		\$5,000	Production and Mailing of LCRI Annual Notices - contract with a printing company like Alpha Graphics
	6801		\$100	Office related printing costs such as business cards (budget is 60% of estimated costs - sewer pays 40% of all costs)
	6802		\$200	Public Notices/Bidding
	6850	0043A	\$34,978	CWSRF 154 - Meter Replacement loan payment 7 of 20
	6850	0049A	\$0	Loan Paid Off in FY2025
	6850	0050A	\$11,695	DW-101AR-North Main loan payment 14 of 20
	6850	0050A	\$8,563	DW 101 - -North Main loan payment 14 of 20
	6850	0051A	\$97,281	DWSRF #110-Sugarland loan payment 15 of 20. new interest rate
	6850	0052A	\$125,370	DWSRF #123-WTP Conventional Upgrade loan payment 8 of 20. New Interest

WATER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6850	0053A	\$20,639	DWSRF #135-Wyo/Park Phase 2. Loan payment 12 of 20. New Interest Rate
	6850	0054A	\$14,342	DWSRF #148-Wyo/Park Phase 3. Loan payment 10 of 20. New interest Rate
	6850	0055A	\$54,096	DWSRF #155-Meter Replacement loan payment 7 of 20.
	6850	0056A	\$31,121	DWSRF #156-Hydropower. loan payment 8 of 20.
	6850	0057A	\$25,119	DWSRF #157-Leopard Waterline on new interest. Loan payment 6 of 20.
	6850	0058A	\$24,782	DWSRF #165-4MG Tank. Loan payment 7 of 20. New interest Rate
	6850	0059A	\$20,618	DWSRF #166-5th Street Water Main. Loan payment 9 of 20. New interest Rates
	6850	0060A	\$19,807	DWSRF #187-NSI Marginal Project
	6850	0061A	\$24,107	DWSRF #199-Loucks St Phase 2. Based on new interest
	6850	0062A	\$33,792	DWSRF #208-North End Utilities
	6850	0065A	\$57,001	CAT 314CLCR Excavator-UM. Balloon payment if keeping. If we don't keep it 19,734.11
	6850	0070A	\$44,503	JPA 15584-Water
	6850	0071A	\$62,801	SAWS 20" Pipeline
	6850	0072A	\$19,279	SAWS PMTF
	6850	0230A	\$99,550	0151P - Terra, Turner, Riverside DW252 loan payment 1 of 20
	6850	0231A	\$11,914	Loan Payment 1 out of 20
	6850	0232A	\$138,500	0165P DW243 Repayment 1 of 20
	6850	0233A	\$201,234	0171P - DWSRF #250 - Main Street - Dow to Burkitt loan payment 1 of 20
	6851	0050A	\$939	DWSRF #101-North Main
	6851	0051A	\$8,793	DWSRF #110-Sugarland loan payment 15 of 20. new interest rate
	6851	0052A	\$26,323	DWSRF #123-WTP Conventional Upgrade. loan payment 8 of 20. New Interest rate
	6851	0053A	\$2,958	DWSRF #135-Wyo/Park Phase 2. loan payment 12 of 20. New Interest rate
	6851	0054A	\$2,552	DWSRF #148-Wyo/Park Phase 3. Loan payment 10 of 20.
	6851	0057A	\$5,160	DWSRF #157-Leopard Waterline. Loan payment 9 of 20.
	6851	0058A	\$5,051	DWSRF #165-4MG Tank. Loan payment 7 of 20. New Interest rates
	6851	0059A	\$3,426	DWSRF #166-5th Street Water Main. Loan payment 9 of 20. New Interest Rates
	6851	0060A	\$9,381	DWSRF #187-NSI Marginal Project

WATER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6851	0061A	\$4,949	DWSRF #199-Loucks St Phase 2
	6851	0062A	\$14,806	DWSRF #208-North End Utilities
	6851	0065A	\$2,333	CAT 314CLCR Excavator-UM
	6851	0070A	\$25,407	JPA 15584-Water
	6851	0071A	\$6,520	SAWS 20" Pipeline
	6851	0072A	\$6,493	SAWS PMTF
	6851	0230A	\$14,040	0151P- DWSRF #252-Terra, Turner, Riverside loan payment 1 of 20
	6851	0231A	\$3,033	Loan payment 1 out of 20
	6851	0232A	\$97,360	Accrued interest 0165P North Heights Waterline - DW243
	6851	0232A	\$36,700	0165P DW243 Repayment 1 of 20
	6851	0233A	\$26,025	0171P - DWSRF #250 Main Street - Dow to Burkitt loan payment 1 of 20
	6851	0279A	\$28,500	DWSRF #243 Northeast Water Transmission Main. Accrued Interest
	6853		\$40,000	Potential Lead & Copper project Loan origination Fee. Project is estimated to be 8 Million
	6899		\$35,000	
	8010		\$829,856	Transfer to GF - Updated GF Allocations based on FY26 Budgets and FTE's
	8040	0155P	\$1,230,000	Transfer to Capital Proj - DW267 Residence Hill

SOURCE OF SUPPLY

MISSION STATEMENT

Protecting public health and preserving our resources through sound management practices - protecting public health and the environment for our community by providing high-quality water in an effective, efficient, and responsible manner. We endeavor to exceed our citizens expectations and regulatory standards for quality drinking water and to ensure an excess quantity for fire, domestic and commercial use.

FY26 Source of Supply Staffing		
Position	Headcount	FTE
Water Supply & Treatment Superintendent	1	.4
Administrative Assistant	1	.24
Source Water/Intake Operator	1	1

WHAT WE DO

The Source of Supply Division is responsible for providing an abundance of water to our treatment plants. Our constant goal is to provide our customers with a safe, dependable, and pleasant supply of source water. This is done by implementing and maintaining an effective watershed control program to protect our valuable natural resources. This involves periodic mountain stream quality monitoring as well as stream bed evaluations. We continuously seek to acquire more stored water and stream flow rights to meet the needs of our community for generations to come.

The water supply and treatment division consists of 1 site specific state-licensed operator that is responsible for the operation, maintenance and repair of this facility as well as our two treatment plants and mountain reservoirs/dam facilities. The source water operator provides oversight of construction projects and establishes partnerships with engineers, contractors, vendors, USFS personnel, WG&F, area landowners, Sheridan County, and regulatory agencies such as DEQ and EPA. Staff perform operations and maintenance of all aspects of the infrastructure related to delivering water. Our intake facility has a capacity of 22 million gallons per day. We conduct routine Dam safety inspections to protect property and lives by preventing catastrophic failure. We administer the City of Sheridan and SAWS stream flow rights as well as manage Twin Lakes Reservoir.

FY26 BUDGET INITIATIVES

The FY26 budget includes operational expenses to continue the level of service currently provided by the Source of Supply Division with special emphasis on watershed control. With this budget, we intend to update antiquated communication equipment for our SCADA system, incorporate drone technology to enhance our watershed control program by giving us a “birds-eye” view of our mountain reservoirs to establish baseline and beyond data to track and monitor potential water quality issues. On the tower at Twin Lakes, we will replace a faulty valve actuator on the 42” emergency drawdown valve. We are looking to purchase a backhoe attachment for our existing tractor to improve our sampling sites and remove brush and trees making our facility safer and improve work flow. We are adding fixed ladders to our deep basins for safer ingress and egress and replacing a furnace on one of our buildings.

LONG-TERM GOALS

The Source of Supply Division’s plan is to further develop our asset management program, tailoring it to meet division needs. The division will continue to help advance the quality of our watershed through management and best management practices while developing energy efficient strategies and environmentally aware practices into its operations.

SOURCE OF SUPPLY

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Source of Supply						
811						
Water						
50						
	6001	FT Salaries/Wages	90,861	76,802	93,149	97,442
	6002	PT Salaries/Wages	11,198	10,180	12,491	13,456
	6003	Overtime	1,916	2,345	1,600	2,000
	6010	Fica	7,261	6,559	7,970	8,373
	6030	Retirement	10,223	9,289	10,654	18,961
	6040	Workers Comp	1,818	1,427	1,709	1,314
	6050	Employee Insurance	18,002	15,016	21,178	21,953
	6101	Office Supplies	183	-	300	-
	6103	Technology Equipment	53	-	200	1,050
	6104	Software & Website Fees	490	-	500	670
	6105	Uniforms/Clothing	654	643	880	700
	6107	Tools	-	970	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	6,309	15,798	17,226	11,500
	6109	Petroleum Products	2,662	1,593	2,900	2,400
	6111	Department Functional Supplies	2,168	2,928	3,450	3,450
	6112	Postage	2,308	12,527	3,200	2,640
	6201	Travel/Training	2,173	2,370	3,000	3,000
	6202	Memberships	221	256	300	300
	6204	Licenses/Fees/Permits- Other	1,035	-	100	115
	6301	Insurance-Property	3,853	5,192	4,238	6,178
	6302	Insurance-Vehicle	82	239	90	375
	6303	Insurance-Liability	706	1,067	1,060	1,067
	6401	Gas/Electric-Buildings	11,094	10,026	10,000	9,000
	6403	Telecom Services	2,360	2,571	3,900	2,400
	6601	Contractual-Professional	6,876	597	6,000	-
	6602	Contractual-Other	6,086	4,202	11,600	14,142
	6701	Repairs/Maint-Buildings	3,030	4,923	6,300	5,600
	6702	Repairs/Maint-Land/Site/Grnds	-	231	2,500	1,250
	6703	Repairs/Maint-Infrastructure	26,665	25,532	17,200	41,000
	6704	Repairs/Maint-EquipMachVehArt	11,450	(79)	7,712	10,078
	6803	Food	66	128	200	250
	7600	Cap Outlay-Equip/MachVehicles	39,735	-	-	-
	8040	Transfer to Capital Proj Fund	25,000	-	-	-
	Water Total		296,537	213,330	252,607	281,664
	Cap Projects					
	40					
	5050	Transfer from Water Fund	(25,000)	-	-	-
	7400	Cap Outlay-Land/Site Imprvmnts	(144)	-	83,400	-
	Cap Projects Total		(25,144)	-	83,400	-
Source of Supply Total			271,393	213,330	336,007	281,664

SOURCE OF SUPPLY NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
50811				
	6010		\$7,343	FT FICA
	6010		\$1,030	PT FICA
	6040		\$1,152	FT Workers Comp
	6040		\$162	PT Workers Comp
	6050		\$18,961	FT Insurance
	6050		\$2,992	PT Insurance
	6103		\$250	GPS tacker for safety on mountain and working in remote areas
	6103		\$200	Adding WIFI nodes extending to S. Presed data transfer
	6103		\$600	Ipad for Cartegraph
	6104		\$358	Rockwell Automation (Border States)
	6104		\$312	GPS tracker
	6105		\$700	\$400 x 1.73 employees
	6107		\$1,000	Power and Hand Tools, Inventory Replacements
	6108		\$8,500	3pt backhoe attachment for Kubota
	6108		\$3,000	Two aluminum fixed ladders for basins
	6111		\$3,000	Lab supplies, chemical feed tubing, Bear Spray, PPE
	6112		\$2,640	Outgoing Lab Samples, (routine crypto samples), NOT the 'watershed" crypto samples
	6201		\$700	1/3 of TM RMAWWA joint annual conference
	6201		\$1,800	WARWS conference for JA
	6201		\$500	Portion of HACH instructor to our facility for lab training
	6202		\$300	AWWA, WEF, ASDSO - intake portion of shared cost
	6204		\$115	Level II reimbursement
	6301		\$6,178	Expected increase 19%
	6302		\$375	Auto insurance expecting 29% increase
	6303		\$1,067	LGLP Ins based on Employee FTE's
	6401		\$9,000	Slight decrease based on projections

SOURCE OF SUPPLY NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6403		\$2,400	Visionary Internet, Phone Stipend. Reduced based on projections
	6602		\$8,400	lab services
	6602		\$1,500	Pest control
	6602		\$4,000	Hire drone to fly mtn reservoirs 2x/season \$4000 (Aerial algae assessment)
	6602		\$242	50% Fire Extinguisher Maintenance (split with 50814-6602)
	6701		\$5,000	Electric heater for S. screen building
	6701		\$600	Clean septic tank
	6702		\$1,250	redress roads at Intake
	6703		\$8,000	Scada Mod HMI, PLC
	6703		\$25,000	Annual Dome Lake Shares Assessment (maintenance on reservoir)- Price based on 04.25 Invoice
	6703		\$8,000	Actuator
	6704		\$2,978	HACH Service Agreement
	6704		\$3,500	Annual Generator Maint
	6704		\$400	Annual Crane Inspection/Maint
	6704		\$3,000	Incidental repairs
	6803		\$250	Special mtn projects

WATER DISTRIBUTION

MISSION STATEMENT

The City of Sheridan Utility Maintenance Division is committed to providing clean drinking water, fire protection and outstanding customer service in a consistent, professional, safe and cost-effective manner.

FY26 Water Distribution Staffing		
Position	Headcount	FTE
Utility Maintenance Superintendent	1	.65
Administrative Assistant	1	.53
Utility Maintenance Supervisor	1	.45
Utility Maintenance Operator (Vacancy)	2	.90
Utility Maintenance Operator	2	.90
Utility Maintenance Operator I	0	0
Utility Maintenance Operator II	0	0
Utility Maintenance Operator III	4	1.80

WHAT WE DO

The Utility Maintenance Division consists of 10 state-licensed operators, each responsible for the operation, maintenance, and repair of 154+ miles of water transmission mains and water distribution pipes throughout the City of Sheridan and the Downer Neighborhood Improvement and Service District (DNSID). Utility Maintenance provides oversight on construction projects and establishes partnerships with developers and contractors to meet standards established by the City of Sheridan and DEQ. Staff performs operations and maintenance functions on the following:

- 8,000+ Water meters
- 2 Water pumping stations
- 23 Pressure reducing valve stations
- 1,872+ Fire hydrants
- 7 Water storage reservoirs
- 1 Hydro power station
- 2 Bulk Water Sales

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue the level of service currently provided by Utility Maintenance. This budget will include funding for 2 summer interns to assist with grounds maintenance at our reservoirs and pump stations, including upkeep of our fire hydrants. The budget will provide funding for the replacement of three to four fire hydrants. This year, we will purchase an adjustable aluminum trench box for water and sewer repairs. Included in the budget is funding to provide upgrades to our radios in our Scada system that are currently obsolete and/or difficult to find parts for.

LONG-TERM GOALS

The long-term goals for the distribution system will be to prioritize responsible optimization of system efficiency, adaptation to future growth, and maintaining water quality. Fully implement data collection and management for all city-owned assets as they relate to Utilities Maintenance operations. Further objectives include investigating water pipe assessments for future replacements with our asset management program. We are planning to expand our Utility Maintenance department by hiring two meter technicians. These technicians will be responsible for installing, maintaining, and repairing our meters and meter infrastructure as well as other duties within the utilities department.

WATER DISTRIBUTION

Division		Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Water Distribution						
812						
Water						
50						
	6001	FT Salaries/Wages	289,089	239,496	280,977	290,621
	6002	PT Salaries/Wages	29,681	21,344	36,200	33,998
	6003	Overtime	24,551	21,001	19,000	19,000
	6010	Fica	25,088	20,057	23,767	24,339
	6030	Retirement	36,771	28,788	32,219	33,340
	6040	Workers Comp	6,301	4,360	5,095	3,700
	6050	Employee Insurance	80,729	76,150	94,496	115,463
	6101	Office Supplies	498	690	900	500
	6102	Copier Supplies	190	94	300	100
	6103	Technology Equipment	618	-	-	370
	6104	Software & Website Fees	9,953	8,505	10,000	10,000
	6105	Uniforms/Clothing	4,175	3,789	4,000	4,800
	6107	Tools	2,098	806	2,000	1,500
	6108	Equip/Mach/Furniture-Non-cap	5,933	11,761	12,700	5,840
	6109	Petroleum Products	13,199	8,041	15,000	12,500
	6111	Department Functional Supplies	123,048	125,750	134,193	173,750
	6112	Postage	1	-	500	300
	6113	Shipping/Freight	262	510	-	-
	6201	Travel/Training	5,651	5,901	5,100	8,760
	6202	Memberships	270	297	263	297
	6203	Licenses/Certs-Employees	347	534	450	250
	6301	Insurance-Property	3,515	6,648	3,866	4,750
	6302	Insurance-Vehicle	3,460	2,221	3,805	3,805
	6303	Insurance-Liability	2,104	3,127	3,157	3,127
	6305	Insurance-Claims	-	970	5,000	5,000
	6401	Gas/Electric-Buildings	17,702	13,629	25,000	19,000
	6403	Telecom Services	12,700	9,512	12,920	9,680
	6501	Rent/Lease-Buildings/Land	758	1,251	1,250	1,250
	6502	Rent/Lease-Equip/Mach/vehicles	36	2,213	390	432
	6601	Contractual-Professional	6,938	7,145	3,000	-
	6602	Contractual-Other	2,401	1,140	8,500	10,684
	6701	Repairs/Maint-Buildings	-	358	11,500	1,500
	6702	Repairs/Maint-Land/Site/Grnds	-	654	-	-
	6703	Repairs/Maint-Infrastructure	40,094	27,982	33,750	17,000
	6704	Repairs/Maint-EquipMachVehArt	10,293	13,877	12,000	9,000
	6801	Printing	-	-	250	250
	6802	Advertising	-	-	250	250
	6803	Food	243	411	500	500
	6804	Bank/CC Fees	-	1,136	1,200	1,560
	7600	Cap Outlay-Equip/MachVehicles	126,239	-	-	12,000
		Cap Outlay-Mach/Equip/Vehicles	-	46,294	431,000	-
	8040	Transfer to Capital Proj Fund	2,995,895	1,006,914	5,618,975	2,300,000
	6106	Chemicals	-	255	-	-
Water Total			(1,105,241)	1,677,313	6,853,472	3,139,216
Cap Projects						
40						
	7500	Cap Outlay-Infrastructure	4,944,356	1,616,696	6,612,050	-
Cap Projects Total			4,944,356	1,616,696	6,612,050	-
Water Distribution Total			3,839,115	3,294,009	13,465,522	3,139,216

WATER DISTRIBUTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
50812				
	4220	0224P	(\$1,100,000)	DW263 SLIB Loan NE Transmission
	4332	0224P	(\$1,100,000)	WWDC Grant NE Transmission
	6002		\$31,118	PT Employee Wages
	6002		\$2,880	Seasonal employee wages
	6010		\$21,736	FT FICA
	6010		\$2,381	PT FICA
	6010		\$222	Seasonal FICA
	6030		\$33,015	FT Retirement
	6030		\$325	PT Retirement
	6040		\$3,301	FT Workers Comp
	6040		\$363	PT Workers Comp
	6040		\$36	Seasonal WC
	6050		\$100,532	FT Insurance
	6050		\$14,931	PT Insurance
	6101		\$500	Office Supplies, Folders ,Keyboards, etc.
	6102		\$100	Copier overage charges
	6103		\$370	(1)Starlink
	6104		\$8,200	Mueller Minet Annual Fees
	6104		\$1,800	Rockwell Automation (Border States/Scada)
	6105		\$4,800	11 Employees - Shared Cost 60% dist./40% coll.
	6107		\$1,500	Hand and Power Tools, Inventory Replacements
	6108		\$5,840	Office storage cabinets \$840 Split 60/40 with Sewer. Metal locators, submersible pumps and tapping machine bits
	6111		\$10,000	Concrete for water main repairs
	6111		\$15,700	Mueller Meters
	6111		\$15,540	Nodes
	6111		\$2,740	Mueller 1" Meters

WATER DISTRIBUTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6111		\$10,000	Lg Meters
	6111		\$3,000	Backfill mat
	6111		\$10,000	Repair Clamps
	6111		\$15,000	Tapping Materials
	6111		\$9,780	RDM Meters
	6111		\$15,000	Pipe and Fittings
	6111		\$4,000	Fire Hydrant Parts
	6111		\$3,000	Prv repair parts
	6111		\$3,000	Shop supplies
	6111		\$15,600	Meter infrastructure Hub 1
	6111		\$3,090	Antenna Kit
	6111		\$5,400	Bromad Water-sales meter
	6111		\$2,600	Mechanical seal(Hydropower)
	6111		\$4,000	Hydrant meters
	6111		\$4,000	Backflow devices
	6111		\$4,000	Backflow repair kts
	6111		\$12,000	New scada radios per Matt
	6112		\$300	Warranty Shipping (ie. Meters, Nodes, Repeaters)
	6201		\$1,600	11 Employees Shared Costs: WARWS
	6201		\$960	WARWS Online
	6201		\$1,600	WWQPCA
	6201		\$2,400	Weftec
	6201		\$400	Online classes Ken Kerri
	6201		\$1,800	RMAWWA
	6202		\$297	WARWS and WWQPCA
	6203		\$250	1 CDL renewal and 2 DEQ Distribution certs
	6301		\$4,750	Property insurance expected to increase 19%

WATER DISTRIBUTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6303		\$3,127	LGLP Ins based on Employee FTE's
	6305		\$5,000	City responsible claims
	6401		\$19,000	MDU is expecting a 14% increase. The projected YE total for FY25 is 16,000
	6403		\$5,040	Internet and cell phone stipends. \$70/month x 10 x 60% for water
	6403		\$1,920	Bulk Water sales AT&T
	6403		\$2,000	Starlink
	6403		\$720	Internet services - 60% of \$1,200
	6501		\$1,250	Water Main Railroad Easements
	6502		\$432	Copier Lease split with 51821 expires 04/2029
	6602		\$312	Immunization and Hearing test
	6602		\$800	Locates
	6602		\$1,600	Rug cleaning New contract expires 2030 6% increase annually. split 60/40 with 51821
	6602		\$7,200	Cleaning service
	6602		\$360	Comtronix monitoring
	6602		\$412	60% Fire Extinguisher Maintenance (40% 51821-6602)
	6701		\$1,500	Annual UM Shop Repairs, Pump Station Repairs 1.5k, (Doors, lighting, heater maint.)
	6703		\$2,000	Annual Electrical Repairs
	6703		\$15,000	Concrete Repairs by Contractor
	6801		\$250	Door Hangers, Etc.
	6802		\$250	Public Notice/Advertisements, etc.
	6803		\$500	After hour/emergencies - Meals for staff working long hours on distribution system/water related repairs
	6804		\$1,560	USA Tech Bulk Water Sales CC Fees average 130 a month
	7600		\$12,000	Aluminum trench box \$12K Split(60/40)
	8040	0152P	\$50,000	Transfe to Capital Proj Fund - Street Overlay Program Project (Hydrant Replacements), Pavement Rehab (R&O)
	8040	0153P	\$50,000	Transfe to Capital Proj Fund - Lewis Street Reconstruction 0153P Water Contribution Reconnaissance Assessment & Scoping
	8040	0224P	\$1,100,000	Transfe to Capital Proj Fund - WWDC Grant NE Transmission
	8040	0224P	\$1,100,000	Transfe to Capital Proj Fund - DW263 SLIB Loan NE Transmission

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SHERIDAN WATER TREATMENT PLANT

MISSION STATEMENT

Protecting public health and preserving our resources and the environment for our community through sound management practices by providing high-quality water in an effective, efficient and responsible manner. We endeavor to exceed our citizens expectations and regulatory standards for quality drinking water and to ensure an excess quantity for fire, domestic and commercial use.

FY26 Sheridan Water Treatment Plant Staffing		
Position	Headcount	FTE
Water Supply & Treatment Superintendent	1	.3
Administrative Assistant	1	.23
Water Treatment Plant Supervisor	1	.5
Water Treatment Plant Operator IV	1	1
Water Treatment Plant Operator I	1	1
Water Treatment Plant Operator in Training	1	1

WHAT WE DO

The Sheridan Water Treatment Plant is responsible for producing high quality drinking water for City and SAWS customers with a capacity of 14 million gallons per day. Our constant goal is to provide our customers with a safe and dependable supply of drinking water which meets or exceeds the requirements of the Federal Safe Drinking Water Act (SDWA). This is done by continuous monitoring and testing for such contaminants as bacteria, turbidity, organic, and inorganic compounds.

The Water Supply and Treatment Division consists of 9 state-licensed operators, each responsible for the operation, maintenance and repair of four facilities, which include two treatment plants, Intake diversion facility and mountain reservoirs/dam facilities. The Water Treatment Division provides oversight of construction projects and establishes partnerships with engineers and contractors to meet standards established by the City of Sheridan and American Water Works Association. Staff performs operations and maintenance of all aspects of the infrastructure related to delivering water from the mountain through our treatment process to our clear wells.

FY26 BUDGET INITIATIVES

The FY26 budget includes operational expenses to continue the level of service currently provided by the water supply and treatment division. We are installing new radios for improving communication between Intake and the Sheridan Plant; making irrigation system improvements for safety and efficiency; improving our SCADA system and implementing our new asset management software. We have our hypochlorite generator cells (5) on a replacement schedule. This year we are replacing three of them. We are two operators that will become level II certified.

LONG-TERM GOALS

The Water Treatment Division's plan is to further develop our asset management program.

SHERIDAN WATER TREATMENT PLANT

Division		Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
SWTP							
813							
		Water					
		50					
	6001		FT Salaries/Wages	283,428	178,608	259,168	252,551
	6002		PT Salaries/Wages	17,595	14,522	17,491	18,456
	6003		Overtime	9,970	8,360	6,500	8,500
	6010		Fica	20,451	16,738	20,773	20,342
	6030		Retirement	30,647	24,311	29,522	28,753
	6040		Workers Comp	5,160	3,658	4,453	3,192
	6050		Employee Insurance	84,113	57,403	88,404	65,211
	6101		Office Supplies	673	158	1,100	500
	6102		Copier Supplies	238	126	500	400
	6103		Technology Equipment	899	-	200	2,600
	6104		Software & Website Fees	7,590	4,875	6,000	11,400
	6105		Uniforms/Clothing	1,096	1,063	1,656	1,656
	6107		Tools	1,098	780	1,000	1,000
	6108		Equip/Mach/Furniture-Non-cap	190	23,371	24,026	9,400
	6109		Petroleum Products	9,684	5,935	10,000	7,800
	6110		Books/Periodicals	307	-	-	250
	6111		Department Functional Supplies	27,071	16,304	19,022	21,000
	6112		Postage	1,320	-	2,100	300
	6113		Shipping/Freight	6,541	-	-	1,800
	6201		Travel/Training	5,886	2,686	10,300	10,730
	6202		Memberships	334	927	671	1,055
	6203		Licenses/Certs-Employees	315	-	200	230
	6301		Insurance-Property	11,629	17,738	12,792	21,110
	6302		Insurance-Vehicle	617	623	679	725
	6303		Insurance-Liability	1,818	2,743	2,728	2,743
	6305		Insurance-Claims	-	-	-	-
	6401		Gas/Electric-Buildings	76,817	52,436	69,500	59,000
	6403		Telecom Services	30,589	26,858	18,000	18,251
	6502		Rent/Lease-Equip/Mach/vehicles	-	-	1,200	875
	6601		Contractual-Professional	13,784	198	12,000	-
	6602		Contractual-Other	23,032	36,128	29,000	29,594
	6701		Repairs/Maint-Buildings	5,680	889	2,800	1,500
	6702		Repairs/Maint-Land/Site/Grnds	3,121	1,853	2,500	4,000
	6703		Repairs/Maint-Infrastructure	29,543	16,270	24,000	52,300
	6704		Repairs/Maint-EquipMachVehArt	55,375	(2,922)	14,756	14,650

SHERIDAN WATER TREATMENT PLANT

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
SWTP						
813						
	6801	Printing	4,897	560	4,236	4,000
	6802	Advertising	-	-	600	600
	6803	Food	40	128	500	150
	7600	Cap Outlay-Equip/MachVehicles	-	-	-	-
		Cap Outlay-Mach/Equip/Vehicles	-	136,834	140,000	-
	8040	Transfer to Capital Proj Fund	16,000	53,333	80,000	-
	7998	Cap Outlay-CIP Contra Account	(15,947)	-	-	-
	6106	Chemicals	126,227	133,535	136,000	192,500
	Water Total		897,828	837,027	1,054,377	869,124
	Cap Projects					
	40					
	7130	Cap Outlay-Bldg Improvements	15,947	190,892	216,760	-
	Cap Projects Total		15,947	190,892	216,760	-
SWTP Total			913,775	1,027,919	1,271,137	869,124

SHERIDAN WATER TREATMENT PLANT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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50813

	6010		\$18,930	FT FICA
	6010		\$1,412	PT FICA
	6040		\$2,970	FT Workers Comp
	6040		\$222	PT Workers Comp
	6050		\$62,219	FT Insurance
	6050		\$2,992	PT Insurance
	6102		\$400	Copier agreement for maintenance and usage
	6103		\$2,400	I-pads for Cartegraph, one for each plant operator for a total of 4 for the SWTP
	6103		\$200	Incidental technology expenses
	6104		\$5,000	Win911
	6104		\$2,500	XL reporter
	6104		\$3,900	Rockwell Automation/tech connect (Border States/Scada - SWTP Portion
	6105		\$1,656	\$400 x 4.14 employees
	6106		\$192,500	(projected FY25 \$175k) FY25 (chem prices skyrocketing) + 10% for fire related chemical increases \$192,500
	6108		\$3,500	Purchase a used metal lathe
	6108		\$5,900	Benchtop turbidimeter
	6110		\$250	Operator study guides, vol. 1 & 2
	6111		\$19,000	Lab supplies, chemical feed tubing, janitorial, PPE
	6112		\$300	mail Annual CCR's to DNISD customers
	6113		\$1,800	Lab sample shipping
	6201		\$2,000	RMAWWA joint annual conference TM/JT
	6201		\$5,100	WARWS, WWQPCA, WEF Conferences, 4.14 employee portions
	6201		\$3,630	HACH instructor to our facility for lab training
	6202		\$350	AWWA
	6202		\$250	WARWS
	6202		\$175	WEF

SHERIDAN WATER TREATMENT PLANT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6202		\$280	WWQ/PCA memberships
	6203		\$230	AP, TB will take cert exams this year
	6301		\$21,110	Property Insurance is expected to increase 19% from 17,738 spent in FY25
	6302		\$725	Auto Insurance expected to increase 29%
	6303		\$2,743	LGLP Ins based on Employee FTE's
	6401		\$59,000	MDU is expecting a 14% increase. The projected YE total for FY25 is 61,400
	6403		\$18,251	Cell stipends, local phone lines, CORS site. T1/Line Split 50/50 w/bgwtp is not included in this number. the additional 18k for the T1 line will hopefully not be needed
	6502		\$875	excavator rental, culvert project
	6602		\$19,400	Lab Services
	6602		\$7,800	Cleaning service
	6602		\$1,300	Incidentals
	6602		\$500	Occupational medical testing \$500
	6602		\$594	Fire Extinguisher Maintenance
	6702		\$4,000	Install culvert at SWTP
	6703		\$30,000	Micro-Chlor cells (3)
	6703		\$9,500	Chemical feed pump
	6703		\$500	winch for trac vac system
	6703		\$300	Eyewash station near Alum pumps
	6703		\$12,000	scada mods (alarm structure)
	6704		\$9,350	HACH Service Agreement
	6704		\$3,500	Annual generator maintenance
	6704		\$1,300	Annual Crane Inspection/Maint
	6801		\$3,100	Print Sheridan CCR's
	6801		\$900	DNSID
	6802		\$600	Advertise CCR's in Press, \$300 per run. (x2)
	6803		\$150	Hosting a HACH work/training session; special in-house project/meetings/training

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BIG GOOSE WATER TREATMENT PLANT

MISSION STATEMENT

Protecting public health and preserving our resources and the environment for our community through sound management practices by providing high-quality water in an effective, efficient and responsible manner. We endeavor to exceed our citizens expectations and regulatory standards for quality drinking water and to ensure an excess quantity for fire, domestic and commercial use.

FY26 Big Goose Water Treatment Plant Staffing		
Position	Headcount	FTE
Water Supply & Treatment Superintendent	1	.3
Administrative Assistant	1	.23
Water Treatment Plant Supervisor	1	.5
Water Treatment Plant Operator IV	2	2
Water Treatment Plant Operator In Training	1	1

WHAT WE DO

Operated by three (3) licensed operators and part time by a Plant Supervisor and Water Supply & Treatment Superintendent, the Big Goose Water Treatment Plant functions very much the same as the Sheridan Water Treatment Plant.

The Big Goose Water Treatment Plant is responsible for producing high quality drinking water for City and SAWS customers with a capacity of 4 million gallons per day. Our constant goal is to provide our customers with a safe and dependable supply of drinking water which meets or exceeds the requirements of the Federal Safe Drinking Water Act (SDWA). This is done by continuous monitoring and testing for such contaminants as bacteria, turbidity, organic, and inorganic compounds.

FY26 BUDGET INITIATIVES

The FY26 budget includes operational expenses to continue the level of service currently provided by the Water Supply and Treatment Division. We are making SCADA modifications that will eliminate the need for a costly leased hard wired communication line (T1). We are replacing 10 aged out conference chairs and purchasing iPads to efficiently use our new cartegraph asset management program. We will be replacing 3 electric heaters, two chemical feed pumps, and installing an electric winch to make retrieving our trac-vac a safe and efficient task. We will be repainting the effluent piping in the clearwell building. We have One operator seeking a higher level certification this year and will be hiring a seasonal intern.

LONG-TERM GOALS

The Water Treatment Division's plan is to further develop our asset management program, tailoring it to meet water treatment needs. The division also plans to implement a strategic plan to optimize the treatment process for more efficient operations and cost reduction. Additionally, we would like to further explore plate settlers to improve basin efficiency and allow us to handle extreme turbidity events in the future.

BIG GOOSE WATER TREATMENT PLANT

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
BGWTP						
814						
	Water					
	50					
	6001	FT Salaries/Wages	225,114	172,577	249,470	248,602
	6002	PT Salaries/Wages	11,523	9,747	16,491	18,456
	6003	Overtime	6,368	6,183	6,000	6,000
	6010	Fica	17,302	13,350	19,955	20,040
	6030	Retirement	26,115	21,025	28,395	28,294
	6040	Workers Comp	4,335	3,010	4,278	3,144
	6050	Employee Insurance	61,963	50,919	74,429	68,631
	6101	Office Supplies	93	250	400	400
	6102	Copier Supplies	73	-	100	-
	6103	Technology Equipment	584	444	500	2,000
	6104	Software & Website Fees	4,829	7,875	6,000	8,900
	6105	Uniforms/Clothing	681	712	1,664	1,664
	6107	Tools	151	580	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	8,540	8,911	13,726	7,900
	6109	Petroleum Products	2,366	1,747	5,000	5,000
	6110	Books/Periodicals	-	-	-	250
	6111	Department Functional Supplies	15,526	8,712	11,300	8,500
	6113	Shipping/Freight	1,738	-	-	-
	6201	Travel/Training	5,858	2,364	10,300	10,730
	6202	Memberships	401	548	365	1,055
	6203	Licenses/Certs-Employees	-	-	100	115
	6301	Insurance-Property	8,834	13,810	9,717	16,434
	6302	Insurance-Vehicle	209	310	230	230
	6303	Insurance-Liability	1,754	2,635	2,633	2,635
	6401	Gas/Electric-Buildings	35,209	25,987	33,500	21,000
	6403	Telecom Services	6,203	28,293	18,000	18,251
	6601	Contractual-Professional	633	98	12,000	-
	6602	Contractual-Other	11,088	8,153	23,650	14,942
	6701	Repairs/Maint-Buildings	491	839	1,000	1,000
	6702	Repairs/Maint-Land/Site/Grnds	38	-	2,500	2,500
	6703	Repairs/Maint-Infrastructure	5,594	1,443	2,500	32,000
	6704	Repairs/Maint-EquipMachVehArt	30,398	(4,480)	13,300	12,800
	6803	Food	9	128	500	150
	8040	Transfer to Capital Proj Fund	6,000	53,333	80,000	-
	6810	Depreciation Expense	3,586	-	-	-
	7998	Cap Outlay-CIP Contra Account	249,064	-	-	-
	7999	Cap Outlay-Contra Account	(268,970)	-	-	-
	6106	Chemicals	107,054	87,426	87,000	110,000
	Water Total		590,958	526,929	736,003	672,623

BIG GOOSE WATER TREATMENT PLANT

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
BGWTP						
814						
	Cap Projects					
	40					
	7130	Cap Outlay-Bldg Improvements	10,221	14,756	265,313	-
	7400	Cap Outlay-Land/Site Imprvmnts	17,185	-	-	-
	Cap Projects Total		21,406	(38,577)	185,313	-
BGWTP Total			612,364	488,352	921,317	672,381

BIG GOOSE WATER TREATMENT PLANT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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50814

	6010		\$18,628	FT FICA
	6010		\$1,412	PT FICA
	6040		\$2,922	FT Workers Comp
	6040		\$222	PT Workers Comp
	6050		\$65,639	FT Insurance
	6103		\$200	Incidental expenses
	6103		\$1,800	I-pads for Cartegraph, one for each plant operator for a total of 3 for the BGWTP
	6104		\$5,000	Win911
	6104		\$3,900	Rockwell Automation/tech connect (Border States/Scada) - BGWTP Portion
	6105		\$1,664	\$400 x 4.16 employees
	6106		\$110,000	FY25 projection plus 10% for fire
	6107		\$1,000	Power and Hand Tools, Inventory Replacements
	6108		\$2,000	10 conference chairs
	6108		\$5,900	benchtop turbidimeter
	6110		\$250	Operator study guides, vol 1 & 2
	6111		\$7,500	Incidentals (Lab Supplies, Shop supplies, Cleaning supplies, pump tubing, etc.) \$7500
	6201		\$2,000	RMAWWA joint annual conference TM/JT
	6201		\$5,100	WARWS, WWQPCA, WEF Conferences, 4.14 employee portions
	6201		\$3,630	HACH instructor to our facility for lab training
	6202		\$350	AWWA
	6202		\$175	WEF
	6202		\$250	WARWS
	6202		\$280	WWQ/PCA memberships for 1.83 employees
	6203		\$115	WWQ/PCA memberships for 1.83 employees
	6301		\$16,434	Property insurance expected to increase 19%. FY25 came in at 13,810
	6303		\$2,635	LGLP Ins based on Employee FTE's

BIG GOOSE WATER TREATMENT PLANT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6401		\$21,000	Savings from upgrading from the makeup air unit to a more efficient furnace
	6403		\$18,251	T1/Line Split 50/50 w/swtp is not included in this number.
	6602		\$5,000	Lab Services
	6602		\$7,800	Cleaning service
	6602		\$1,400	Incidentals
	6602		\$500	Occupational medical testing \$500
	6602		\$242	50% Fire Extinguisher Maintenance (split with 50811-6602)
	6701		\$1,000	Incidentals (HVAC maint, brick work repair, etc.)
	6702		\$2,500	Incidentals - Gravel, Road Maint. etc.
	6703		\$7,000	2 chemical feed pumps
	6703		\$500	winch for trac vac system
	6703		\$19,500	Electric heaters for upper chemical roomand clearwell bldg
	6703		\$2,000	repair furnace H4
	6703		\$3,000	Paint pipes in clearwell building
	6704		\$8,800	HACH Service Agreement
	6704		\$3,500	annual generator maintenance
	6803		\$150	Hosting a training session; special in-house project/meetings/training

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MISSION STATEMENT

The City of Sheridan Utility Maintenance Division is committed to providing clean drinking water, fire protection and outstanding customer service in a consistent, professional, safe and cost-effective manner

FY26 SAWS Staffing		
Position	Headcount	FTE
Utility Maintenance Supervisor	1	.2
Utility Services Technician	1	.24
Utility Maintenance Operator (Vacancy)	2	.4
Utility Maintenance Operator	2	.4
Utility Maintenance Operator I	0	0
Utility Maintenance Operator II	0	0
Utility Maintenance Operator III	4	.8

WHAT WE DO

The Utility Maintenance Division consists of 10 State-licensed operators, each responsible for the operation, maintenance and repair of 172+ miles of Sheridan Area Water Supply (SAWS) water transmission mains and water distribution pipes throughout the SAWSJPB District of Sheridan County. Utility Maintenance provides oversight on construction projects and establishes partnerships with developers and contractors to meet standards established by the City of Sheridan and DEQ. Staff performs operations and maintenance functions on:

- 2,000+ water meters
- 18 water pumping stations
- 33+pressure reducing valve stations
- 300+ fire hydrants
- 3 water storage reservoirs

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue the level of service currently provided by Utility Maintenance including water main flushing, monthly chlorine residual testing, and pump station and system maintenance. We will be replacing 3 flushing hydrants that we operate on a monthly basis that are not functioning properly. The budget will allow for much-needed upgrades to the radios at our pump stations, reservoirs, and PRVs. The current radios are obsolete and replacement parts are difficult to find.

LONG-TERM GOALS

Long term goals for the SAWS system is to fully implement data collection and management for all SAWS -owned assets as they relate to Utilities Maintenance operations. Utilizing technological advancements to optimize water quality and efficiency in sampling the SAWS system. Engineering and installation of an automatic control valve on the 20" PVC transmission main at the BGWTP clearwell. This measure will minimize water loss from the clearwell in the event of a pipe failure.

SAWS

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
SAWS						
815						
Water						
50						
	6001	FT Salaries/Wages	116,669	43,247	112,882	117,325
	6002	PT Salaries/Wages	-	-	-	10,080
	6003	Overtime	6,431	8,159	6,000	6,000
	6010	Fica	6,760	5,937	8,635	9,748
	6030	Retirement	10,578	9,367	13,117	13,634
	6040	Workers Comp	1,682	1,281	1,851	1,530
	6050	Employee Insurance	21,404	19,575	33,608	39,268
	6111	Department Functional Supplies	30,563	33,166	54,800	62,240
	6301	Insurance-Property	3,808	5,507	4,819	6,554
	6303	Insurance-Liability	774	1,140	1,161	1,140
	6401	Gas/Electric-Buildings	29,768	23,473	32,500	30,000
	6403	Telecom Services	1,334	1,117	1,400	1,400
	6601	Contractual-Professional	1,218	273	3,000	-
	6602	Contractual-Other	653	1,732	2,000	2,000
	6701	Repairs/Maint-Buildings	-	-	18,000	3,000
	6703	Repairs/Maint-Infrastructure	1,352	8,635	29,750	25,400
	6704	Repairs/Maint-EquipMachVehArt	584	-	600	600
	6803	Food	-	73	500	300
	6106	Chemicals	774	623	1,100	1,000
	Water Total		234,351	163,306	325,724	331,219
	Cap Projects					
	40					
	7500	Cap Outlay-Infrastructure	9,330	6,121	419,586	-
	Cap Projects Total		9,330	6,121	419,586	-
SAWS Total			243,681	169,427	745,309	331,219

SAWS NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
50815				
	6002		\$10,080	2 Seasonal for reservoir, pump station and hydrant maint.
	6010		\$8,976	FT FICA
	6010		\$772	Seasonal FICA
	6040		\$1,408	FT Workers Comp
	6040		\$122	Seasonal Workers Comp
	6106		\$1,000	50# buckets of CL tablets for Big Horn booter station
	6111		\$15,700	100 lpearl meters
	6111		\$15,540	140 Nodes
	6111		\$3,000	Backfill Material
	6111		\$7,000	Tapping Saddles
	6111		\$10,000	Pipe and Fittings
	6111		\$3,900	Flushing Hydrants
	6111		\$2,000	PRV Repair Parts
	6111		\$3,600	Mueller meter infrastructure
	6111		\$1,500	Fire hydrant parts
	6301		\$6,554	Property Insurance is expected to increase 19%. FY25 ended at 5,507
	6303		\$1,140	LGLP Ins based on Employee FTE's
	6401		\$30,000	Boosters, PRV's Electricity
	6403		\$1,400	Telecom Services
	6602		\$1,200	Locate Tickets
	6602		\$800	SAWS Coliform/Well Testing
	6701		\$3,000	Pump station maint. (Fence materials, lighting)
	6703		\$5,000	Pump station maintenance (Heater, Motors)
	6703		\$20,400	New radios for SCADA
	6704		\$600	Portable Generator Service
	6803		\$300	After hour/emergencies - Meals for staff working long hours on SAWS system repairs

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MISSION STATEMENT

The mission of the Utilities Department Sewer Enterprise Fund is to effectively provide services that meet the present and future environmental, health, and safety needs within the community of Sheridan. We are committed to providing quality, reliability and sustainability of our sewer system that exceeds customer expectations through continuous improvement of our operations and infrastructure.

WHAT WE DO

The Utilities Department Sewer Enterprise Fund represents the administrative and operational divisions that oversee and conduct the daily operations, maintenance, and repair of the City's sanitary sewer system. The Sewer Fund is made of the following divisions and the systems they manage:

- **Utilities Administration** - conducts capital planning, rate making, engineering, budgeting, and overall administration of the Sewer Enterprise Fund.
- **Utility Services** - provides regulatory and technical services on behalf of the sewer utility. Staff reviews and issues permits for sewer infrastructure and service lines. They inspect installations and perform all the utility locates for the City. Staff administers/manages our asset management system for the City.
- **Utility Maintenance (Sewer Collection)** - conducts operations, maintenance, and repair activities on the City's 120+ miles of sanitary sewer collection system and for its four sewer lift stations. Under contract with the City, they maintain the Downer Neighborhood Improvement & Service District's (DNISD) sewer collection system and lift station.
- **Wastewater Treatment Plant** - conducts operations and maintenance of our Wastewater Treatment Plant to ensure compliance with our WDEQ permit to discharge into the Goose Creek.

FY26 BUDGET INITIATIVES

The FY26 budget for the Sewer Enterprise Fund will generate the necessary revenues to fund the annual operating expenses, fund some capital expenditures; and pay debt service payments for capital project loans. The proposed FY26 budget will cause the sewer fund to dip into its fund balance slightly due to a higher degree of cash funded capital expenditures being in the plan for this coming budget year. This is by design in our financial plan which ensures the fund balance will remain healthy. This means minimum debt service coverage ratios will be maintained while fund balance minimums for cash operating reserve and capital reserves will be exceeded at the end of the budget year. .

LONG-TERM GOALS

The long-term goals of Utilities Administration and the Sewer Enterprise are to keep sewer rates as low as possible for our customers while ensuring long-term financial sustainability, excellent system health, and a level of service that exceeds expectation. Another goal is to improve our Asset Management Program to support the production of a long-term Capital Improvement Plan that aligns with financial goals, facility objectives and the strategic priorities set by the Mayor and City Council.

SEWER FUND

FY26 SEWER FUND DETAILED REVENUE

Fund	Account Description	FY25			
		FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
51					
	Sewer				
4220	Department of the Interior	(1,510,173)	(320,351)	(8,931,210)	(3,330,000)
4330	WY Department of Health	(27,900)	(20,400)	(24,600)	(31,000)
4810	Interest	(127,956)	-	(89,684)	(132,586)
4930	Sewer Fees	(2,909,857)	(2,319,894)	(2,969,202)	(3,088,917)
4931	Sewer PIFF Fees	(320,885)	(261,265)	(300,000)	(300,000)
4932	Grease/Septage Fees	(67,333)	(47,651)	(69,313)	(69,000)
4949	Other Sewer Fees	(7,800)	(6,400)	(8,000)	(8,000)
5060	Sale of Capital Assets	(6,210)	(3,271)	(6,000)	(6,000)
	Sewer Total	(3,467,940)	(2,658,881)	(3,466,799)	(6,965,503)

FY26 SEWER FUND EXPENDITURE SUMMARY

Fund	Dept/Division	FY25			
		FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
51					
	Sewer				
820	Wastewater Administration	2,679,955	1,127,675	1,343,509	2,058,319
821	WW Collection	566,726	567,571	931,852	1,258,801
822	WW Treatment	1,698,525	2,012,258	19,385,733	4,064,956
	Sewer Total	4,945,207	3,707,504	21,661,134	7,382,076

SEWER FUND NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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51000

4220 0269P (\$1,500,000) WWTP Facility Impr CW-202 Loan

4810 (\$132,586) With projected ending FY25 @ \$2.169M and a 1.25% reduction in interest rates

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SEWER ADMINISTRATION

MISSION STATEMENT

The City of Sheridan Utilities (Sewer) Administration Division is committed to providing operational support, maintaining a productive, collaborative, and professional environment while providing efficient, and effective service to all divisions within the department.

FY26 Sewer Administration Staffing		
Position	Headcount	FTE
Utilities Director	1	.2
Assistant Utilities Director	1	.4
Administrative Coordinator	1	.2
Project Engineer	1	.4
Utility Services Technician	1	.4
GIS Specialist	1	.4
GIS Specialist	1	.2
SCADA Engineer	1	.4

WHAT WE DO

Utilities Administration provides executive, administrative, technical, and regulatory support to all divisions within the Utilities Department. Some of the specific functions of Utilities Administration within the Sewer Enterprise Fund include:

- Provide overall administration of Sewer Enterprise Fund and associated divisions
- Prepare and present Sewer Enterprise business items to City Council for approval
- Develop the fiscal budget for the Sewer Enterprise Fund and manage the use of its funds for expenditures approved by the Mayor and City Council
- Oversee the billing and collection of revenues from sewer usage fees and plant investment fees for new sewer service connections
- Perform the capital planning, financial planning and rate making for the Sewer Enterprise Fund to ensure its sustainability and long-term fiscal health
- Perform the regulatory review and permitting of all sewer collection system improvements within the City and surrounding Urban Services Area
- Collect, maintain and update GIS datasets, web viewers, and mapping as they relate to utility infrastructure and services
- Manage and develop the City's computerized maintenance management system (CMMS) to ensure assets are responsibly and efficiently managed and that resident's service requests are addressed in a effective and timely manner

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to support the mission of the Sewer Administrative Division and the level of service it provides to the Sewer Enterprise Fund. This FY's budget includes a slight decrease in transfers to the General Fund for the cost of its administrative support to the Sewer Fund, and partial funding for a second GIS Specialist position as well as a SCADA Engineer position. These positions will eliminate the need for outside/contract professional services that we pay for annually for these services. Each of these positions are approximately 75% budget neutral and will provide a productivity benefit that will be significantly greater (5x greater).

LONG-TERM GOALS

The long-term goals of Utilities Administration and the Sewer Enterprise are to keep sewer rates as low as possible for our customers while ensuring long-term financial sustainability, excellent system health, and a level of service that exceeds expectation. Another goal is to improve our Asset Management Program to support the production of a long-term Capital Improvement Plan that aligns with financial goals, facility objectives, and the strategic priorities of the Mayor and City Council.

SEWER ADMINISTRATION

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Sewer Administration						
820						
	Sewer					
	51					
	6001	FT Salaries/Wages	142,486	122,483	168,867	234,189
	6003	Overtime	45	111	600	600
	6010	Fica	9,946	8,789	12,918	17,916
	6030	Retirement	15,585	14,185	19,622	27,213
	6040	Workers Comp	2,462	1,927	2,769	2,811
	6050	Employee Insurance	26,318	24,724	33,835	55,397
	6101	Office Supplies	750	66	700	500
	6103	Technology Equipment	1,015	-	-	1,550
	6104	Software & Website Fees	29,587	61,836	86,500	32,900
	6105	Uniforms/Clothing	104	129	240	580
	6108	Equip/Mach/Furniture-Non-cap	12,117	-	-	3,900
	6109	Petroleum Products	1,171	755	1,540	1,300
	6110	Books/Periodicals	214	220	182	200
	6111	Department Functional Supplies	804	817	1,240	1,070
	6112	Postage	24	63	-	-
	6201	Travel/Training	1,346	1,917	6,460	5,400
	6202	Memberships	404	49	650	500
	6204	Licenses/Fees/Permits- Other	-	36	36	-
	6302	Insurance-Vehicle	2	809	121	121
	6303	Insurance-Liability	1,134	1,705	1,702	1,706
	6305	Insurance-Claims	2,000	-	-	-
	6403	Telecom Services	2,053	2,225	1,900	3,528
	6601	Contractual-Professional	12,139	180	8,000	4,000
	6704	Repairs/Maint-EquipMachVehArt	993	248	160	200
	6801	Printing	42	166	60	50
	6802	Advertising	-	-	50	50
	6850	Principal	343,386	369,254	340,759	407,013
	6853	Issuance Costs	-	13,150	-	-
	6854	Bad Debt Expense	919	-	-	-
	6899	Contingency	-	28	27,797	35,000
	7600	Cap Outlay-Mach/Equip/Vehicles	-	-	-	-
	8010	Transfer to General Fund	427,500	287,075	430,613	398,021
	8040	Transfer to Capital Proj Fund	1,560,173	-	-	700,000
	6851	Interest	124,041	100,297	147,829	81,946
	6810	Depreciation Expense	7,501	-	-	-
	7999	Cap Outlay-Contra Account	(82,165)	-	-	-
	8050	Transfer to Water Fund	35,858	23,905	35,858	40,658
	Sewer Total		2,679,955	1,037,151	1,331,009	2,058,319
Sewer Administration Total			2,679,955	1,037,151	1,331,009	2,058,319

SEWER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
51820				
	4220	0155P	(\$700,000)	CW209 Residence Hill 0155A
	6001		\$178,189	Salaries/wages of current employees
	6001		\$30,000	40% of new SCADA position
	6001		\$15,000	20% of new GIS position
	6001		\$11,000	20% of new customer service position
	6101		\$500	40% of \$1,250
	6103		\$800	40% x \$2,000 for SCADA Engineer computer
	6103		\$750	25% x \$3,000 for GIS Specialist Computer
	6104		\$2,500	Flow Gems (Bentley/Modeling)
	6104		\$2,500	Citizen App (Granicus/RockSolid)
	6104		\$4,000	ESRI/GIS
	6104		\$1,600	Trimble Catalyst Annual
	6104		\$2,900	AutoDesk/CAD
	6104		\$3,400	WaterWorth Annual Fees
	6104		\$16,000	Cartagraph Software
	6105		\$580	40% of: 2@\$350 and 5 @\$150 = \$580
	6108		\$2,400	40% x \$6,000 for SCADA Engineer Office
	6108		\$1,500	25% x \$6,000 for GIS Specialist Office
	6110		\$200	Needed Resource Codes/Manuals (2024 IPC), Annual Sheridan Press eSubscription (50)
	6111		\$300	Routine Supplies
	6111		\$50	Locate Paint
	6201		\$1,200	Utilities Director (Conf \$1.2k (\$3,000 x 40%)
	6201		\$400	Assistant Utilities Director (ASSE Cert \$400 (\$1,000 x 40%)
	6201		\$1,000	Asset Management Training
	6201		\$200	Utility Tech (WARWS Mini Conf \$200 (\$500 X 40%) for certs
	6201		\$1,600	GIS Specialist(s)

SEWER ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6201		\$200	Admin \$200
	6201		\$800	SCADA Engineer
	6202		\$80	APWA
	6202		\$30	WARWS
	6202		\$30	WWQIPCA
	6202		\$360	WEF
	6303		\$1,706	LGLP Ins based on Employee FTE's
	6403		\$3,528	Cell Phone Stipend 7 @ \$70/mo x 40%
	6601		\$4,000	40% of \$10,00 budget Modeling Support
	6802		\$50	Public Notices
	6850	0040A	\$61,961	CWSRF #109-North Main loan payment 14 of 20
	6850	0042A	\$164,210	CWSRF #152-WWTP Dewatering Payment 8 of 20
	6850	0044A	\$37,021	CWSRF #164-NSI Marginal Project loan payment 5 of 20
	6850	0045A	\$7,979	CWSRF #166-Loucks St Phase 2 loan payment 7 of 20
	6850	0046A	\$50,317	CWSRF #168-North End Utilities loan payment 6 of 20
	6850	0236A	\$85,525	0171P - CW#196 Main St - Dow to Burkitt Loan payment 1 of 20
	6851	0042A	\$34,477	CWSRF #152-WWTP Dewatering Payment 8 of 20
	6851	0044A	\$8,686	CWSRF #164-NSI Marginal Project loan payment 5 of 20
	6851	0045A	\$1,638	CWSRF #166-Loucks St Phase 2 loan payment 7 of 20
	6851	0046A	\$11,084	CWSRF #168-North End Utilities loan payment 6 of 20
	6851	0227A	\$15,000	Accrued Interest - CWSRF# - S. Clarifier Rebuild
	6851	0236A	\$11,061	0171P - CW #196 Main Street - Dow to Burkitt loan payment 1 of 20
	8010		\$398,021	Updated GF Allocations based on FY26 Budgets and FTE's
	8040	0155P	\$700,000	Transfer to Capital Proj Fund - CW209 Residence Hill
	8050		\$35,858	Transfer to Water Fund
	8050		\$4,800	Transfer to 50812-7600 - Aluminum trench box \$12K Split(60/40) 7,200 is water 4,800 is collection.

WASTEWATER COLLECTION

MISSION STATEMENT

The City of Sheridan Utility Maintenance Division is committed to providing safe sanitary sewer collection and outstanding customer service in a consistent, professional, safe and cost-effective manner.

FY26 Wastewater Collection Staffing		
Position	Headcount	FTE
Utility Maintenance Superintendent	1	.35
Administrative Assistant	1	.29
Utility Maintenance Supervisor	1	.35
Utility Maintenance Operator	2	.70
Utility Maintenance Operator	2	.70
Utility Maintenance Operator I	0	0
Utility Maintenance Operator II	0	0
Utility Maintenance Operator III	4	1.40

WHAT WE DO

The Utility Maintenance Division consists of 10 State-licensed operators, each responsible for the operation, maintenance and repair of 120+ miles of wastewater collection system pipes throughout the City of Sheridan and the Downer Neighborhood Improvement and Service District (DNSID). Utility Maintenance provides oversight on construction projects and establishes partnerships with developers and contractors to meet standards established by the City of Sheridan and DEQ. Staff performs operations and maintenance functions on the following:

- 5 large sewage lift stations
- High pressure cleaning and root cutting all sanitary sewer mains
- Performing sewer line assessments
- Sewer manhole maintenance and rehabilitation

FY26 BUDGET INITIATIVES

The FY26 budget ensures that we can maintain our high standards for service, maintenance and repairs within the sanitary sewer system. The annual sewer chemical root control program will continue in the fall to minimize sewer backups and prevent root growth in the collection system. This year we will be replacing our CCTV van with a new and more efficient CCTV van. We will be purchasing 6 sanitary sewer flow monitors, these acquisitions will enable the detection of I/I and the calculator of flows for future development. Included in the budget is funding to continue our lining of 6-8 sanitary sewer manholes to prevent infiltration (I/I) into our collection system

LONG-TERM GOALS

The Utility Maintenance Crew's long-term will be to monitor system flows for future development and I/I, manage aging infrastructure, and innovate sewer system maintenance. We will utilize our CCTV van to actively assess the system's condition for future replacement needs.

WASTEWATER COLLECTION

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
WW Collection						
821						
	Sewer					
	51					
	6001	FT Salaries/Wages	200,724	112,552	202,435	212,022
	6002	PT Salaries/Wages	20,964	18,984	15,704	18,467
	6003	Overtime	14,089	11,089	12,500	12,500
	6010	Fica	15,173	12,256	16,267	17,214
	6030	Retirement	22,044	17,580	23,209	24,323
	6040	Workers Comp	3,828	2,665	3,487	2,702
	6050	Employee Insurance	60,041	53,019	74,084	83,342
	6101	Office Supplies	389	239	700	400
	6102	Copier Supplies	145	73	150	150
	6103	Technology Equipment	-	-	-	370
	6104	Software & Website Fees	2,602	-	5,500	5,800
	6105	Uniforms/Clothing	3,688	2,634	4,000	3,200
	6107	Tools	468	961	2,000	2,000
	6108	Equip/Mach/Furniture-Non-cap	3,408	6,181	7,200	53,560
	6109	Petroleum Products	7,274	5,360	7,300	6,500
	6111	Department Functional Supplies	8,465	9,478	14,000	21,700
	6112	Postage	-	-	300	300
	6113	Shipping/Freight	5	88	-	-
	6201	Travel/Training	7,013	6,400	10,400	7,360
	6202	Memberships	95	99	95	99
	6203	Licenses/Certs-Employees	326	230	400	440
	6301	Insurance-Property	988	-	1,086	1,086
	6302	Insurance-Vehicle	619	2,522	2,043	4,000
	6303	Insurance-Liability	1,506	2,203	2,261	2,203
	6305	Insurance-Claims	45,161	1,603	10,000	10,000
	6401	Gas/Electric-Buildings	13,369	11,095	12,500	13,000
	6403	Telecom Services	4,500	4,127	5,000	5,840
	6501	Rent/Lease-Buildings/Land	2,950	2,702	2,700	2,700
	6502	Rent/Lease-Equip/Mach/vehicles	-	71	300	300
	6601	Contractual-Professional	2,338	4,553	1,500	-
	6602	Contractual-Other	708	1,268	8,300	8,123

WASTEWATER COLLECTION

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
WW Collection						
	821					
	6701	Repairs/Maint-Buildings	-	110	1,500	1,500
	6702	Repairs/Maint-Land/Site/Grnds	-	-	-	101,600
	6703	Repairs/Maint-Infrastructure	76,994	85,031	101,300	-
	6704	Repairs/Maint-EquipMachVehArt	14,746	8,941	10,000	6,000
	6803	Food	-	-	500	200
	7600	Cap Outlay-Equip/MachVehicles	-	-	-	4,800
		Cap Outlay-Mach/Equip/Vehicles	-	-	-	250,000
	8040	Transfer to Capital Proj Fund	29,305	-	-	200,000
	7999	Cap Outlay-Contra Account	-	-	-	-
	Sewer Total		564,938	527,780	731,121	1,083,801
	Cap Projects					
	40					
	7500	Cap Outlay-Infrastructure	1,788	39,164	200,731	175,000
	Cap Projects Total		1,788	39,164	200,731	175,000
WW Collection Total			566,726	566,944	931,852	1,258,801

WASTEWATER COLLECTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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51821

	6002		\$1,440	2 Seasonal for reservoir ,pump station, Lift station and hyd. maint.
	6002		\$17,027	Part time employee
	6010		\$15,799	Full time employees
	6010		\$112	Seasonal FICA
	6010		\$1,303	PT Employee FICA
	6030		\$23,998	Full time employees
	6030		\$325	Part time employee
	6040		\$2,479	Full time employees
	6040		\$18	Seasonal employees WC
	6040		\$205	PT WC
	6050		\$74,061	Full time employees
	6050		\$9,281	Part time employee
	6101		\$400	Office Supplies, Keyboards, etc.
	6102		\$150	Copier supplies and over charges
	6103		\$370	Starlink
	6104		\$1,700	Rockwell Automation (BorderStates/Scada)
	6104		\$1,300	SL-Rat
	6104		\$2,800	Pipelogix(Phoenix) (\$2.8k)
	6105		\$3,200	11 Employees - Shared Cost 60% Dsit/40% Coll.
	6107		\$2,000	Hand and power tools, sanitary sewer tools
	6108		\$560	Office storage cabinets
	6108		\$5,000	Replacement metal locators, pumps
	6108		\$48,000	APE quote (6 perminant flow monitoring devices
	6111		\$3,500	Pipe and Fittings
	6111		\$2,000	Backfill Material
	6111		\$2,500	Vac truck annual replacement Hose

WASTEWATER COLLECTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6111		\$2,000	Shop supplies
	6111		\$1,500	Lift station check valve flappers
	6111		\$600	Medical cabinet/AED
	6111		\$6,000	Scada radio upgrades
	6112		\$300	Video inspection equipment shipping
	6201		\$1,600	WARWS
	6201		\$960	WARWS online
	6201		\$1,600	WWQPCA
	6201		\$1,200	RMAWWA
	6201		\$1,600	Weftec
	6201		\$400	(4)On-line training courses
	6202		\$99	WARWS and WWQPCA
	6203		\$440	4 DEQ Collection certifications
	6302		\$4,000	Auto Insurance expected to increase 29%
	6303		\$2,203	LGLP Ins based on Employee FTE's
	6401		\$13,000	MDU is expecting a 14% increase. The projected YE total for FY25 is 12,900
	6403		\$3,360	Cell phone stipends
	6403		\$480	Internet
	6403		\$2,000	Starlink
	6501		\$2,700	Sewer Line Railroad Easements
	6502		\$300	Copier Lease split with 51812 expires 04/2029
	6602		\$800	Locate Tickets
	6602		\$1,000	Rug Cleaning new contract expires 2030 6% annual increase. Split with 50812 60/40
	6602		\$4,800	Cleaning Service
	6602		\$240	Comtronix
	6602		\$208	Immunization and hearing
	6602		\$800	Locates

WASTEWATER COLLECTION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6602		\$275	40% Fire Extinguisher Maintenance (0% 50812-6602)
	6701		\$1,500	LED shop lights, plumbing and heating repairs
	6702		\$79,000	Chemical Root Control
	6702		\$7,600	Annual Lift Station maintenance
	6702		\$15,000	Manhole lining
	6704		\$4,000	Annual Equipment Repair NonFleet 4k
	6803		\$200	After hour/emergencies - Meals for staff working long hours on collection system/sewer related repairs
	7600		\$4,800	40% of \$12K Aluminum trench box
	8040	0153P	\$25,000	Transfer to Capital Proj Fund - Sewer Contribution Reconnaissance Assessment & Scoping
	8040	0160P	\$175,000	Transfer to Capital Proj Fund -Sewer Creek Crossing 0160P

WASTEWATER TREATMENT

MISSION STATEMENT

The City of Sheridan Wastewater Treatment Plant (WWTP) treats the City's wastewater based upon the high standards of the City and the rules set forth by the State of Wyoming and federal law. Our mission is to manage and operate safe, cost-efficient, and environmentally sound services for the benefit of the City of Sheridan. It is ultimately our goal to produce and discharge the highest quality effluent possible to maintain and protect our Wyoming waterways and its downstream users.

FY26 Wastewater Treatment Staffing		
Position	Headcount	FTE
Wastewater Treatment Superintendent Operator IV	1	1
Wastewater Treatment Senior Operator IV	1	1
Wastewater Treatment Operator I	1	1
WWTP Operations Coordinator	1	1
WWTP Maintenance Mechanic Coordinator	1	1
WWTP Senior Maintenance Mechanic	2	2

WHAT WE DO

The WWTP consists of 4, certified plant operators along with 3 maintenance mechanics. Currently we have two certified level IV operators and two level I operators studying and working hard towards full certification. The WWTP collects and treats the sewage produced by the citizens and businesses of Sheridan. The wastewater is treated utilizing conventional activated sludge treatment methods with Sodium Hypochlorite disinfection. The WWTP treats an average of 2.8 million gallons of wastewater per day, and the biosolids that are removed from the plant are then transported to the City Landfill for garbage compaction or composting, which is sold to the public as a Class A biosolids product.

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue the high level of maintenance and repairs required for a conventional activated sludge plant, which also includes expenses for wastewater treatment process requirements and for regulatory testing and reporting. This budget will provide a replacement, using our own resources, two oxidation ditch aerator gear boxes, motors, and shafts. This is the third year of a plan to replace them all over the course of several years (total cost approximately \$600K). Through this effort, we are seeking to achieve 30-40% more efficiency on the motors and extend the effective life of the oxidation ditch another 20-30 years. This budget will also provide a start to much needed replacement and upgrade of some critical electronic equipment. Field controlled PLC's and critical data collection systems are 20-30 years old, obsolete and are in need of replacement.

LONG-TERM GOALS

Develop all plant operators and maintenance mechanics/technicians to be skilled and competent to the highest level of their profession and implement the top 7 priority plant improvements recommended in the most recent 2022 Wastewater System Master Plan.

WASTEWATER TREATMENT

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
WW Treatment						
822						
Sewer						
51						
	6001	FT Salaries/Wages	440,632	414,758	462,309	495,775
	6002	PT Salaries/Wages	6,513	3,811	6,800	6,800
	6003	Overtime	2,391	3,174	1,500	1,500
	6010	Fica	32,333	28,599	35,696	38,257
	6030	Retirement	50,115	45,898	53,530	57,319
	6040	Workers Comp	8,204	6,304	7,652	6,002
	6050	Employee Insurance	122,093	101,132	126,128	121,566
	6101	Office Supplies	333	223	350	250
	6103	Technology Equipment	-	270	250	3,900
	6104	Software & Website Fees	1,607	89	2,500	1,500
	6105	Uniforms/Clothing	1,630	2,764	3,500	4,000
	6107	Tools	701	1,474	1,500	6,500
	6108	Equip/Mach/Furniture-Non-cap	8,267	28,622	32,850	64,700
	6109	Petroleum Products	14,249	4,779	13,000	5,500
	6110	Books/Periodicals	489	575	-	1,750
	6111	Department Functional Supplies	90,584	54,082	65,215	75,450
	6112	Postage	660	657	650	750
	6113	Shipping/Freight	4,600	1,558	-	2,200
	6201	Travel/Training	3,406	3,165	6,500	5,000
	6202	Memberships	325	341	1,350	1,350
	6203	Licenses/Certs-Employees	47	242	500	750
	6301	Insurance-Property	14,786	21,843	16,264	20,441
	6302	Insurance-Vehicle	1,199	1,442	1,318	2,000
	6303	Insurance-Liability	3,235	4,668	4,782	4,668
	6401	Gas/Electric-Buildings	165,340	124,914	165,000	165,000
	6403	Telecom Services	7,411	9,204	10,100	8,000
	6502	Rent/Lease-Equip/Mach/vehicles	940	-	1,500	1,500
	6601	Contractual-Professional	111	9,355	6,000	-
	6602	Contractual-Other	42,292	35,355	34,705	44,356
	6701	Repairs/Maint-Buildings	32,771	37,987	21,500	22,500
	6702	Repairs/Maint-Land/Site/Grnds	-	589	-	1,500
	6703	Repairs/Maint-Infrastructure	92,978	93,143	80,000	80,000
	6704	Repairs/Maint-EquipMachVehArt	10,344	15,612	15,500	19,500
	6801	Printing	-	1,366	1,700	1,500
	6809	Miscellaneous	-	-	-	-
	6853	Issuance Costs	39,000	-	-	31,250
	7120	Cap Outlay-Construct of Bldgs	-	-	-	-
	7130	Cap Outlay-Bldg Improvements	-	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	82,165	-	-	-
	7600	Cap Outlay-Mach/Equip/Vehicles	-	46,294	50,000	26,922
	8020	Transfer to Special Rev Fund	-	-	-	-
	8040	Transfer to Capital Proj Fund	83,790	54,167	9,066,210	2,630,000
	7500	Cap Outlay-Infrastructure	-	3,420	-	-
	6810	Depreciation Expense	-	-	-	-
	7998	Cap Outlay-CIP Contra Account	(97,303)	-	-	-
	6106	Chemicals	86,710	100,261	82,000	105,000
Sewer Total			1,354,947	1,262,136	10,378,358	4,064,956

WASTEWATER TREATMENT

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
WW Treatment						
	822					
	Cap Projects					
	40					
	6601	Contractual-Professional	4,276	-	-	-
	6853	Issuance Costs	6,000	-	-	-
	7130	Cap Outlay-Bldg Improvements	28,070	742,822	7,812,153	-
	7600	Cap Outlay-Mach/Equip/Vehicles	236,000	-	5,494	-
	7500	Cap Outlay-Infrastructure	69,233	6,936	1,189,767	-
	Cap Projects Total		343,579	749,758	9,007,415	-
WW Treatment Total			1,698,525	2,011,894	19,385,773	4,064,956

WASTEWATER TREATMENT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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51822

	4220	0225P	(\$1,130,000)	loan CW200 South Clarifier
	6010		\$521	WWTP Intern
	6010		\$37,736	Full time employees
	6040		\$82	WWTP Intern
	6040		\$5,920	Full time employees
	6101		\$250	Paper, Printer Ink
	6103		\$3,600	IPads for Crew- Caretgraph, 6 @ \$600 ea
	6103		\$300	Vinyl Label Maker for Equipment ID
	6104		\$1,500	Rockwell Automation
	6105		\$3,500	Uniforms, Boots- 7 staff(Approx. 500 each),
	6106		\$105,000	Azone 15 (hypochlorite), Sodium Bisulfite, Clarifloc, DE Chemical costs
	6107		\$1,000	Tool replacement
	6107		\$5,000	tool box, storage, organization
	6107		\$500	step ladder replacement
	6108		\$12,000	SC 4500 Controllers
	6108		\$29,200	Suspended Solids Probes
	6108		\$8,000	Grease Facility Vac Pump
	6108		\$10,000	SCADA PLC eplacement
	6108		\$4,000	Contact Basin Mud Valve Replacement
	6108		\$1,500	Weed whacker and brush attachment
	6110		\$1,750	Study Resources, Test Prep, Mitch, Courtney and Rick, Updated Electrical Code Book, Updated Fire Sprinkler Code Book
	6111		\$8,500	Oil and Grease
	6111		\$3,500	Belt Press Replacement Belts
	6111		\$5,000	Lab testing supplies
	6111		\$15,000	Digested Sludge Rebuild Kits
	6111		\$1,500	Admin Lift Station Rebuild Kits

WASTEWATER TREATMENT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6111		\$2,500	Life Rings
	6111		\$6,000	Confined Space Entry Equipment
	6111		\$4,000	Scaffolding for Ditch
	6111		\$1,950	Fire Hose Nozzle
	6111		\$1,000	Fire Hoses
	6111		\$11,500	Sheridan Commercial Routine Supplies
	6111		\$12,000	Maintenance Supplies
	6201		\$3,000	Mitch Godwin, Courtney Lohrmeyer- WWQPCA Required-
	6201		\$2,000	Brian Edwards- RMWEA/AWWA Conference- Required
	6202		\$625	WARWS Memberships
	6202		\$460	WEF Memberships
	6202		\$100	WWQPCA
	6202		\$165	Incidentals/Overages
	6203		\$750	Two operator certs, maintenance certs, CDL Renewals
	6301		\$20,441	Property insurance is expected to increase 19%. FY 25 ended at 21,843
	6302		\$2,000	Auto Insurance expecting 29% increase
	6303		\$4,668	LGLP Ins based on Employee FTE's
	6401		\$165,000	MDU is expecting a 14% increase. The projected YE total for FY25 is 150,000
	6403		\$8,000	Stipends (x7 staff)(\$4.2k), Internet Bills, etc.
	6502		\$1,500	Small equipment rentals for odd jobs
	6602		\$10,000	WAMCO Quarterly Wet Testing
	6602		\$2,500	Laundry
	6602		\$1,800	Oil and Grease Monthly Testing
	6602		\$1,500	ERA Quality Assurance
	6602		\$2,000	Backflow testing
	6602		\$250	Audiology Testing
	6602		\$2,000	Hoist inspection

WASTEWATER TREATMENT NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6602		\$250	Q/A Balance Annual Certification
	6602		\$10,500	Cleaning Service
	6602		\$12,000	HVAC Monthly/ Bi- Annual maintenance
	6602		\$1,000	Incidental Lab Testing
	6602		\$556	Fire Extinguisher Maintenance
	6701		\$15,000	New windows for Lab
	6701		\$7,500	Outside Contractor work- HVAC, Overhead door repair
	6702		\$1,500	Sprinkler repair and replacement
	6703		\$80,000	Annual Infrastructure needs: gear boxes, disks, bearings ect.
	6704		\$10,500	HACH Service Agreement
	6704		\$5,000	Annual Generator Service
	6704		\$2,000	Incidental
	6801		\$1,500	Annual Info Send Flyer
	6853	0269A	\$31,250	Applied for an additional loan amount 6.25M. If received Loan Origination Fee will be due.
	8040	0225P	\$1,130,000	Loan CW200South Clarifier
	8040	0269P	\$1,500,000	WWTP Facility Impr CW-202 Loan

SOLID WASTE FUND

MISSION STATEMENT

The mission of the Utilities Department Solid Waste Enterprise Fund is to effectively provide services that meet the present and future environmental, health, and safety needs within the community of Sheridan. The Solid Waste Division is committed to providing quality, reliability and sustainability that exceeds customer expectations through continuous improvement of our operations and infrastructure.

WHAT WE DO

The Utilities Department Solid Waste Enterprise Fund represents the administrative and operational divisions that oversee collection and disposal for residential and commercial customers. This includes collection for curbside recycling, recycling drop-site locations, recycle center operation, and operation of a landfill that serves all of Sheridan County. The Solid Waste Enterprise Fund is made of the following divisions:

- **Solid Waste Administration** - provides leadership and administrative support for daily operations within the Solid Waste Division, while ensuring regulatory compliance with WDEQ
- **Landfill** - conducts operations of disposing the City's commercial and residential waste within Sheridan County
- **Sanitation** - collects refuse from residential and commercial customers within the City of Sheridan
- **Recycling** - regulates how recycling is collected, transported, stored, and disposed

FY26 BUDGET INITIATIVES

With approval of the proposed FY26 budget the Solid Waste Enterprise Fund will generate the necessary revenues to fund the annual operating expenses, fund present year capital expenditures and build capital for anticipated, future capital expenditures for all Solid Waste Fund operating divisions. We will be able to make all annual debt service payments, maintain minimum debt service coverage ratios, and ensure reserve balance target minimums are exceeded.

LONG-TERM GOALS

The long-term goals of the Solid Waste Enterprise are to keep solid waste rates as low as possible for our customers while ensuring long-term financial sustainability, excellent system health, and a level of service that exceeds expectations. In addition, the Solid Waste Enterprise is committed to protecting and preserving the quality and availability of Utility Services to meet current and future needs. Another key goal is to improve our Asset and Work Management Program to support the development of a long-term Capital Improvement Plan that aligns with financial goals, facility objectives, and the strategic priorities set by the Mayor and City Council.

SOLID WASTE FUND

FY26 SOLID WASTE FUND DETAILED REVENUE

Fund	Account Description	FY25			
		FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
52					
	Solid Waste				
4220	Department of the Interior	(2,950,580)	(678,606)	(5,352,324)	(5,960,000)
4341	WY Department of Env Quality	(1,096,718)	(1,602,934)	(4,175,195)	(4,330,000)
4810	Interest	(208,144)	(97)	(155,513)	(257,793)
4860	Miscellaneous	-	(1,224)	(1,950)	(1,950)
4870	Appreciation	14	(17)	-	-
4880	Gain/Loss - Sale of Cap Assets	(56,675)	(35,515)	-	-
4950	Sanitation Fees	(3,998,263)	(3,344,775)	(3,985,353)	(4,294,863)
4960	Curbside Recycling Fees	(274,359)	(270,160)	(277,993)	(285,268)
4961	Recycling Commodity Revenue	(130,831)	(108,527)	(185,612)	(153,925)
4962	Recycling Sorting Fees	(3,541)	(2,865)	(2,842)	(2,800)
4963	Recycling Container Rent Fee	(40,652)	(2,912)	(41,615)	(41,000)
4964	Compost Bagging Fee	-	-	(60,900)	(60,000)
4965	Other Recycling Fees	(125,786)	(160,489)	(152,250)	(156,234)
4970	Landfill	(1,668,318)	(1,381,950)	(1,455,914)	(1,477,753)
5060	Sale of Capital Assets	(204,114)	(50,853)	(25,000)	(113,685)
	Solid Waste Total	(10,757,966)	(7,640,923)	(15,872,461)	(17,135,271)

FY26 SOLID WASTE FUND EXPENDITURE SUMMARY

Fund	Dept/Division	FY25			
		FY24 Actuals	FY25 Actuals	Revised Budget	FY26 Budget
52					
	Solid Waste				
830	Solid Waste Administration	1,435,390	1,041,431	1,663,397	5,158,102
831	Sanitation	1,220,631	1,359,132	1,905,611	1,666,179
832	Recycling	1,951,627	1,056,407	1,618,209	1,740,405
841	Landfill	8,889,202	6,003,580	20,848,340	9,136,207
	Solid Waste Total	13,496,849	9,460,550	26,035,557	17,700,893

SOLID WASTE FUND NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
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52000

4220	0213P		(\$10,000)	CW197 Loan will be moved to LF Building 0278P
4810			(\$257,793)	With projected ending FY25 @ \$2.169M and a 1.25% reduction in interest rates
4860			\$1,950	Other
4860			(\$3,000,000)	Cell 9 SLIB Loan

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SOLID WASTE ADMINISTRATION

MISSION STATEMENT

The mission of the Solid Waste Division is to serve each person within the City and County of Sheridan by working together and practicing economically sound solid waste and environmental management to make our community a place everyone would want to call home.

The Solid Waste Administration Division is committed to providing outstanding customer service, record keeping, accurate financial transactions, regulatory compliance and to provide information in a timely manner.

FY26 Solid Waste Administration Staffing		
Position	Headcount	FTE
Utilities Director	1	.4
Administrative Coordinator	1	.4
Solid Waste Superintendent	1	1
Solid Waste/Recycling Coordinator	1	1
GIS Specialist	1	.4

WHAT WE DO

Solid Waste Administration is responsible for overseeing all solid waste operations while in compliance with federal, state, and local regulations. This includes, but is not limited to:

- Landfill operations serving Sheridan County
- Municipal Solid Waste (MSW) collection and disposal for residential and commercial within the City of Sheridan
- Recycling collection and disposal
- Green Waste collection and composting
- Household Hazardous Waste (HHW) collection and disposal

FY26 BUDGET INITIATIVES

The FY26 budget includes expenses to continue the level of service previously provided by the Solid Waste Division. This FY's budget includes an increase in transfers to the General Fund for the cost of its administrative support to the Solid Waste Fund, and partial funding for the Utility Department's second GIS Specialist position. The Solid Waste Administration will be heavily involved in the ongoing landfill remediation program; ensuring quality customer service is maintained at the landfill throughout the process. Additionally the Solid Waste Administration is involved in the design and construction of the landfill office and shop buildings to replace the ones that were demolished as part of the current remediation project. Additionally, an equipment washing facility will be constructed for better maintenance of City equipment.

LONG-TERM GOALS

The long-term goals of Solid Waste Administration are to ensure that all operations are efficiently operated, safely administered, adequately funded, and remain in compliance with all regulations. This includes overseeing collection routes, staff training, safety, equipment purchases, regulatory controls, new landfill cell development, and landfill remediation.

SOLID WASTE ADMINISTRATION

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Solid Waste Administration						
830						
Solid Waste						
52						
	6001	FT Salaries/Wages	201,630	195,949	226,212	281,127
	6003	Overtime	2,909	3,697	2,500	2,500
	6010	Fica	15,437	13,467	17,305	21,507
	6030	Retirement	24,773	21,971	26,286	32,667
	6040	Workers Comp	3,927	2,985	3,710	3,374
	6050	Employee Insurance	52,075	47,382	56,711	75,023
	6101	Office Supplies	50	185	500	200
	6102	Copier Supplies	751	396	1,173	504
	6103	Technology Equipment	-	-	-	750
	6104	Software & Website Fees	4,482	26,364	39,765	15,827
	6108	Equip/Mach/Furniture-Non-cap	-	-	-	1,500
	6201	Travel/Training	879	-	3,000	1,000
	6202	Memberships	-	-	946	1,285
	6303	Insurance-Liability	1,523	2,284	2,285	2,285
	6403	Telecom Services	1,844	1,665	1,780	1,880
	6502	Rent/Lease-Equip/Mach/vehicles	985	1,072	1,380	1,200
	6601	Contractual-Professional	13,500	-	500	20,000
	6801	Printing	13,395	14,253	15,000	15,000
	6802	Advertising	8,703	6,511	9,450	9,450
	6850	Principal	299,378	310,967	314,106	498,222
	6853	Issuance Costs	-	-	-	14,300
	6854	Bad Debt Expense	532	-	-	-
	6899	Contingency	-	-	30,581	35,000
	8010	Transfer to General Fund	783,300	657,938	789,526	999,455
	8040	Transfer to Capital Proj Fund	-	15,000	15,000	3,000,000
	7999	Cap Outlay-Contra Account	(265,505)	(358,136)	-	-
	Solid Waste Total		1,435,390	1,041,431	1,663,397	5,158,102
Solid Waste Administration Total			1,435,390	1,041,431	1,663,397	5,158,102

SOLID WASTE ADMINISTRATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
52830				
	6001		\$229,127	Salaries/Wages of current employees
	6001		\$30,000	40% of new GIS position
	6001		\$22,000	40% of new customer service position
	6103		\$750	25% x \$3,000 for GIS Specialist Office
	6104		\$2,410	Carolina Software/Visual
	6104		\$3,327	Waterworth Annual Fees
	6104		\$9,030	Cartegraph Software
	6104		\$1,060	ESRI
	6108		\$1,500	25% cost share of GIS Specialist Office Furniture
	6201		\$1,000	WSWRA Conference
	6202		\$510	SWANA - Seliena (\$255), Charles (\$255),
	6202		\$250	WSWRA
	6202		\$525	US Composting Council
	6303		\$2,285	LGLP Ins based on Employee FTE's
	6403		\$1,880	Telecom Services \$200, plus 2 staff stipends, 2X\$70x12
	6502		\$1,200	Based on YTD Projected, with no increase expected
	6601		\$20,000	Landfill Financial Assurance Analysis - Update for audit
	6801		\$15,000	Pumpkin Festival Event Banners, Exterior Signage at facilities, Utility Bill Inserts (Recycling Calendars, Educational Inserts, etc.), Stickers/Labels for San/Recy Bins
	6802		\$3,000	Country Bounty
	6802		\$5,100	Sheridan Press
	6802		\$350	Big Horn Radio (Pumpkin Festival Announcements)
	6802		\$1,000	Typical ads include holiday closures, Free Landfill Days/Community Clean Up, Spring Events, Etc., & Incidentals
	6850	0048A	\$142,204	0154P - CW-181 T678 Loan payment 2 of 20
	6850	0048A	\$67,561	0154P - CW181 ADD T678 Loan payment 2 of 20
	6850	0073A	\$107,629	Tana 380 Compactor
	6850	0234A	\$180,828	CW-197 Landfill Cell 10
	6851	0048A	\$17,671	0154P - CW181ADD T678 Loan payment 2 of 20
	6851	0048A	\$45,640	0154P CW181 T678 Loan payment 2 of 20
	6851	0073A	\$7,747	Tana 380E Compactor
	6851	0234A	\$52,988	CW-197 Landfill Cell 10
	6853	0288A	\$14,300	Cell 9 Closure Issuance Cost
	6899		\$35,000	Contingency
	6899		\$3,000,000	Cell 9 SLIB loan
	8010		\$999,455	Updated GF Allocations based on FY26 Budgets and FTE's

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SANITATION

MISSION STATEMENT

The mission of the Sanitation Division is to protect the environment, public health and welfare, and enhance the quality of life by providing effective programs to collect and remove solid waste materials in a convenient, economical and environmentally sensitive manner.

FY26 Sanitation Staffing		
Position	Headcount	FTE
Sanitation/Recycling Supervisor	1	.5
Sanitation/Recycling Equipment Operator I	1	1
Sanitation/Recycling Equipment Operator II	1	1
Sanitation/Recycling Equipment Operator III	6	6
Sanitation/Recycling Senior Equipment Operator	1	1

WHAT WE DO

The Sanitation Division collects refuse from residential and commercial customers of the City. All residential and commercial customers receive collection service at least once per week from Monday through Friday. Commercial customers receive collection services as needed. All collected municipal solid waste (MSW) is disposed of at the Sheridan Landfill at 83 East Ridge Road. Primary functions of the division include:

- Collecting MSW from over 6,929 residential and 902 commercial customers
- Transporting the MSW to the landfill for proper disposal

FY26 BUDGET INITIATIVES

The FY26 budget includes funding to continue the level of service previously provided by the Sanitation Division and to ensure that current and future services are met. In addition to routine annual operating expenses, this budget will also provide funding to purchase 500-90-gallon replacement trash cans, 10 6-CY containers and 10 2-CY containers. Sanitation FY26 budget will include funding to rebuild one truck engine (WC314) and replacement of one side-load collection truck.

LONG-TERM GOALS

The long-term goals of the Sanitation Division are provide efficient, safe, and environmentally responsible collection, transport, and disposal of municipal solid waste (MSW). A key part of this goal is maintaining a reliable and productive fleet through proactive equipment management. This includes evaluating equipment condition and usage hours to guide timely maintenance, repairs, and replacement decisions. By leveraging data-driven insights and exploring emerging technologies, the Division aims to optimize fleet performance while ensuring long-term cost-effectiveness and operational readiness.

SANITATION

Dept/			FY24	FY25	FY25	FY26
Division	Division	Account Description	Actuals	Actuals	Revised Budget	Budget
Sanitation						
831						
	Solid Waste					
	52					
	6001	FT Salaries/Wages	449,893	424,618	468,979	506,939
	6003	Overtime	22,446	19,887	22,000	22,000
	6010	Fica	34,384	29,545	35,380	38,284
	6030	Retirement	54,426	48,214	53,740	58,151
	6040	Workers Comp	8,704	6,558	7,585	6,006
	6050	Employee Insurance	128,016	103,331	143,576	136,878
	6060	Unemployment	-	684	-	-
	6101	Office Supplies	579	97	650	132
	6102	Copier Supplies	421	1,317	800	1,343
	6103	Technology Equipment	21	401	-	200
	6104	Software & Website Fees	7,506	7,369	7,950	4,412
	6105	Uniforms/Clothing	4,571	4,417	6,000	6,000
	6107	Tools	553	159	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	52,553	59,963	87,750	60,000
	6109	Petroleum Products	104,044	78,763	110,000	104,473
	6111	Department Functional Supplies	140,517	134,222	127,485	143,300
	6113	Shipping/Freight	3,823	-	-	-
	6202	Memberships	-	-	112	130
	6203	Licenses/Certs-Employees	154	67	-	200
	6302	Insurance-Vehicle	9,888	11,033	10,876	16,250
	6303	Insurance-Liability	4,706	6,030	4,829	4,736
	6305	Insurance-Claims	1,500	-	5,000	5,000
	6401	Gas/Electric-Buildings	-	4,367	7,300	7,135
	6403	Telecom Services	613	682	700	704
	6601	Contractual-Professional	1,846	-	900	500
	6602	Contractual-Other	13,752	49,157	33,500	48,930
	6701	Repairs/Maint-Buildings	5,937	1,165	5,500	5,000
	6702	Repairs/Maint-Land/Site/Grnds	502	-	500	500
	6704	Repairs/Maint-EquipMachVehArt	63,629	21,939	34,500	15,000
	6803	Food	2,020	33	-	-
	6804	Bank/CC Fees	38,307	22,869	30,000	30,352
	6854	Bad Debt Expense	701	-	-	-
	7130	Cap Outlay-Bldg Improvements	-	-	-	5,000
	7400	Cap Outlay-Land/Site Imprvmnts	10,150	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	54,470	-	-	-
		Cap Outlay-Mach/Equip/Vehicles	-	317,742	699,000	437,624
		Solid Waste Total	1,220,631	1,354,630	1,905,611	1,666,179
		Sanitation Total	1,220,631	1,354,630	1,905,611	1,666,179

SANITATION NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
52831				
	6101		\$132	50% Share with Sanitation
	6102		\$1,343	50% Share with Sanitation
	6103		\$200	Monitor/keyboard Replacements
	6104		\$2,000	50% Share with Sanitation - EverBridge
	6104		\$2,412	Samsarah
	6105		\$6,000	Based on Policy Uniform Policy and actual projections
	6108		\$42,000	500 - 90 Gallon Containers
	6108		\$10,000	10- 6 yd Containers
	6108		\$8,000	10-2 yd Containers
	6111		\$8,000	Welding and Sheet Metal Supplies for Bin Repairs
	6111		\$3,000	Routine Supplies (disposable gloves, shop/paper supplies, etc.)
	6111		\$100	Reusable Water Bottles/Bulk
	6111		\$200	Incidentals
	6202		\$130	Paul's SWANA Membership (50%, shared cost
	6203		\$200	CDL Renewals/Fees
	6302		\$16,250	Auto Insurance expected to increase 29%
	6303		\$4,736	LGLP Ins based on Employee FTE's
	6305		\$5,000	5k deductible, budgeting for 1 claims/year
	6401		\$7,135	50% Share with Sanitation - (Includes 14.29%% increase based on Montana DaKota request for increase over expected usage of \$14,270 for FY2025 for both RC and WC)
	6403		\$704	1 stipend, 2 city phones, 50% Shared Cost of \$1,408 (Projected based on FYTD of both RC and WC)
	6601		\$500	Employee Health, Vaccines, etc.
	6602		\$10,000	Recycling Totals: Alleyway Tree Trimming
	6602		\$25,000	Alley Snow Removal
	6602		\$1,500	Towing Services
	6602		\$2,150	Rug Cleaning Service New 5-year Contract with 6% annual increase
	6602		\$6,900	Cleaning Services
	6602		\$540	Pest Control Services
	6602		\$2,000	Buggy Bath/Vehicle Cleaning
	6602		\$500	Incidentals
	6602		\$340	50% Fire Extinguisher Maintenance (split with 52832-6602)
	6701		\$5,000	[Share Cost, 50% with Sanitation- Roof and wall Repair
	6702		\$500	Incidental Repairs
	7130		\$5,000	[Share Cost 50% with Recycling] Demo of Recycle Center Old Break Room

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RECYCLING

MISSION STATEMENT

The mission of the Recycling Division is to provide and promote recycling services, protect the environment, and promote waste diversion from the landfill to ensure a safe and healthy community for current and future generations.

FY26 Recycling Staffing		
Position	Headcount	FTE
Sanitation/Recycling Supervisor	1	.5
Sanitation/Recycling Equipment Operator II	2	2
Sanitation/Recycling Equipment Operator III	6	6
Sanitation/Recycling Senior Equipment Operator	1	1

WHAT WE DO

Sheridan's customers generated approximately 53,334 tons of solid waste last year. Of that amount the Solid Waste Division (SWD) diverted or recycled 14,365 tons (26.93%). This includes 2,897.37 tons of concrete, 8,376.06 tons of green waste, 795.91 tons of metal, 132.64 tons of tires, 43.47 tons of Household Hazardous Waste, and 2,120.73 tons of recyclables. One of the SWD highest priorities is to reduce that overall tonnage by implementing innovative waste reduction, diversion and recycling services. The SWD collects recyclable materials and green waste from several drop sites around the community and conducts special programs, such as Trees for Trash and seasonal Free Landfill Days to encourage responsible waste disposal. Additionally, The Recycling Division provides the only municipality owned and operated Material Recovery Facility in the State of Wyoming, allowing the City to provide a better quality of recyclable materials.

FY26 BUDGET INITIATIVES

The FY26 budget includes all funding needed to continue the level of excellent service provided by the Recycling Division. In addition to routine annual operations, this budget will also provide funding to purchase 4 16-CY green waste containers, purchase one side-load truck to replace (RC332), one flatbed pickup truck replacing (RC265), and one smaller pickup truck replacing (RC27).

LONG-TERM GOALS

The long-term goals of the Recycling Division are to efficiently collect, transport, and dispose of recyclable materials from citizens and businesses in a cost effective and safe manner and to extend the life of the landfill through waste diversion practices.

RECYCLING

Division	Dept/ Division	Account Description	FY24	FY25	FY25	FY26
			Actuals	Actuals	Revised Budget	Budget
Recycling	832					
	Solid Waste					
	52					
	6001	FT Salaries/Wages	466,515	414,520	499,548	523,131
	6003	Overtime	21,677	19,512	19,000	19,000
	6010	Fica	35,336	31,886	37,718	39,523
	6030	Retirement	55,830	50,910	57,292	60,033
	6040	Workers Comp	8,875	6,922	8,086	6,200
	6050	Employee Insurance	139,984	115,997	155,381	134,987
	6101	Office Supplies	656	97	650	132
	6102	Copier Supplies	1,573	933	2,300	1,343
	6103	Technology Equipment	20	821	-	200
	6104	Software & Website Fees	6,100	7,369	7,950	2,603
	6105	Uniforms/Clothing	4,262	4,344	6,000	6,000
	6107	Tools	553	-	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	1,575	1,309	1,750	25,000
	6109	Petroleum Products	50,636	34,937	52,000	45,000
	6111	Department Functional Supplies	88,402	45,062	104,229	46,400
	6202	Memberships	-	-	112	130
	6203	Licenses/Certs-Employees	24	67	-	100
	6204	Licenses/Fees/Permits- Other	40	40	50	50
	6302	Insurance-Vehicle	3,109	3,798	3,420	5,500
	6303	Insurance-Liability	3,345	5,044	5,076	5,044
	6305	Insurance-Claims	275	1,000	5,000	5,000
	6401	Gas/Electric-Buildings	12,668	4,576	7,300	7,135
	6403	Telecom Services	698	681	700	704
	6601	Contractual-Professional	3,006	-	900	500
	6602	Contractual-Other	13,437	48,180	33,590	48,930
	6603	Contractual-Temp Services	195,802	239,622	222,000	222,215
	6701	Repairs/Maint-Buildings	5,954	1,165	5,500	5,000
	6702	Repairs/Maint-Land/Site/Grnds	628	-	1,000	500
	6704	Repairs/Maint-EquipMachVehArt	28,000	12,312	28,000	17,000
	6803	Food	1,348	-	-	-
	6854	Bad Debt Expense	49	-	-	-
	7130	Cap Outlay-Bldg Improvements	-	-	-	5,000
	7400	Cap Outlay-Land/Site Imprvmnts	10,150	-	-	-
	7600	Cap Outlay-Equip/MachVehicles	187,643	-	342,318	-
		Cap Outlay-Mach/Equip/Vehicles	-	-	-	507,045
	6810	Depreciation Expense	12,593	-	-	-
	7998	Cap Outlay-CIP Contra Account	135,431	-	-	-
	Solid Waste Total		1,499,126	1,051,106	1,607,870	1,740,405
	Cap Projects					
	40					
	7130	Cap Outlay-Bldg Improvements	452,501	-	10,339	-
	Cap Projects Total		452,501	-	10,339	-
Recycling Total			1,951,627	1,051,106	1,618,209	1,740,405

RECYCLING NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
52832				
	6101		\$132	50% Share with Sanitation of total \$264
	6102		\$1,343	50% Share with Sanitation of total
	6103		\$200	Monitor/keyboard Replacements
	6104		\$2,000	50% Share with Sanitation - EverBridge
	6104		\$603	Samsarah
	6105		\$6,000	12 staff (Approx 500/ea) on Policy Uniform Policy and actual projections
	6107		\$1,000	This year, their shovels and rakes were allocated under supplies (6111), May reduce 6111 by \$1000
	6108		\$25,000	4 -16 yd Roll-Off Green Waste Containers (4@\$6,250)
	6111		\$16,000	Bailing Wire and Shipping Tags
	6111		\$3,000	Routine Supplies (disposable gloves, shop/paper supplies, etc.)
	6111		\$100	Reusable Water Bottles/Bulk
	6111		\$300	Incidentals
	6202		\$130	Paul's SWANA Membership (50%, Shared Cost of \$260)
	6203		\$100	CDL Renewals/Fees
	6204		\$50	Department of Agriculture Scale Licensing
	6302		\$5,500	Auto Insurance expected to increase 29%
	6303		\$5,044	LGLP Ins based on Employee FTE's
	6305		\$5,000	Budgeting for one incident (\$5K Deductable)
	6401		\$7,135	50% Share with Sanitation - (Includes 14.29% increase based on Montana DaKota request for increase over expected usage of \$10,561 for FY2025)
	6403		\$704	1 stipend, 2 city phones, 50% Shared Cost of \$1,408 (Projected based on FYTD of both RC and WC)
	6601		\$500	Vaccines for new Employees
	6602		\$10,000	Recycling Totals: Alleyway Tree Trimming
	6602		\$25,000	Alley Snow Removal
	6602		\$1,500	Towing Services
	6602		\$2,150	Rug Cleaning Service new 5-year contract with 6% annual increase
	6602		\$6,900	Cleaning Services
	6602		\$540	Pest Control Services
	6602		\$2,000	Buggy Bath/Vehicle Cleaning
	6602		\$500	Incidentals
	6602		\$340	50% Fire Extinguisher Maintenance (split with 52831-6602)
	6701		\$5,000	[Share Cost, 50% with Sanitation]- Roof and wall Repair \$10K
	6702		\$500	Incidental Repairs
	6704		\$5,000	Roll-Off Bin Repair
	7130		\$5,000	[Share Cost 50% ith Sanitation] Demo of Recycle Center Old Break Room

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LANDFILL

MISSION STATEMENT

The mission of the Landfill is to provide long term, cost effective and environmentally sound solutions for the management of waste generated by citizens and businesses of Sheridan County.

FY26 Landfill Staffing		
Position	Headcount	FTE
Principal Lead Operator	1	1
Principal Lead Technician	1	1
Landfill Equipment Operator IV	4	4
Landfill Equipment Operator III	1	1
Landfill Technician	1	1
Landfill Attendant	3	2.6

WHAT WE DO

The Landfill is responsible for disposing of all commercial and residential wastes generated (excluding curbside collected recyclables) within Sheridan County. This includes, but is not limited to:

- Municipal Solid Waste (MSW)
- Commercial Waste
- Household Hazardous Waste (HHW)
- Construction and Demolition Waste (C&D)
- Green Waste, such as garden and grass clippings.
- Metal salvage/recycling
- Landfill Mall reuse center
- Other solid wastes authorized for disposal by WDEQ

FY26 BUDGET INITIATIVES

The FY26 budget includes all funding needed to continue the level of excellent service provided by the Landfill. The FY26 budget will provide funding for the purchase of a new 924 loader to replace (LF486).

LONG-TERM GOALS

The long-term goals of the landfill include continued operation in compliance with State and Federal regulations. This includes:

- Design, permitting, construction and operations of new landfill cells
- Remediation of older impacted landfill cells
- Improved compaction and added air space to the landfill
- Better diversion and recycling opportunities and practices

LANDFILL

Division	Dept/	Account Description	FY24	FY25	FY25	FY26
	Division		Actuals	Actuals	Revised Budget	Budget
Landfill						
841						
	Solid Waste					
	52					
	6001	FT Salaries/Wages	489,860	363,871	510,586	533,299
	6002	PT Salaries/Wages	33,557	29,872	34,578	35,674
	6003	Overtime	37,456	28,404	21,090	21,090
	6010	Fica	36,555	34,713	41,705	43,527
	6030	Retirement	55,583	53,881	61,571	64,212
	6040	Workers Comp	9,181	7,540	8,941	6,828
	6050	Employee Insurance	121,951	122,314	155,945	163,627
	6060	Unemployment	4,760	10,710	-	-
	6101	Office Supplies	3,308	927	900	1,012
	6102	Copier Supplies	1,598	1,184	3,710	3,900
	6103	Technology Equipment	9,014	123	4,500	7,500
	6104	Software & Website Fees	7,670	2,435	4,800	4,800
	6105	Uniforms/Clothing	6,679	4,746	7,000	7,000
	6107	Tools	96	2,251	1,000	1,000
	6108	Equip/Mach/Furniture-Non-cap	49,332	-	1,500	6,000
	6109	Petroleum Products	132,433	90,000	150,000	122,000
	6110	Books/Periodicals	18	-	-	-
	6111	Department Functional Supplies	130,982	117,755	136,000	146,700
	6112	Postage	65	385	90	600
	6113	Shipping/Freight	3,780	348	-	500
	6201	Travel/Training	3,153	2,905	4,000	3,000
	6202	Memberships	1,285	805	491	375
	6204	Licenses/Fees/Permits- Other	155	564	115	220
	6301	Insurance-Property	2,108	3,115	2,319	3,707
	6302	Insurance-Vehicle	2,622	1,923	2,884	850
	6303	Insurance-Liability	3,473	5,680	4,949	5,505
	6305	Insurance-Claims	587	-	5,000	5,000
	6401	Gas/Electric-Buildings	9,836	9,869	10,000	12,070
	6403	Telecom Services	5,998	3,731	7,000	7,000
	6502	Rent/Lease-Equip/Mach/vehicles	759	-	1,300	-
	6601	Contractual-Professional	175,371	135,512	127,000	129,500
	6602	Contractual-Other	46,645	38,663	112,400	115,933
	6603	Contractual-Temp Services	2,544	23,108	7,326	7,356
	6701	Repairs/Maint-Buildings	11,477	4,525	4,500	10,000
	6702	Repairs/Maint-Land/Site/Grnds	2,591	12,358	11,045	500
	6704	Repairs/Maint-EquipMachVehArt	161,018	90,453	100,000	102,508
	6803	Food	2,529	570	-	-
	6804	Bank/CC Fees	23,102	19,725	20,000	27,235
	7600	Cap Outlay-Equip/MachVehicles	21,892	-	-	-
	7600	Cap Outlay-Mach/Equip/Vehicles	-	200,469	201,000	240,179
	8040	Transfer to Capital Proj Fund	4,638,986	1,742,217	9,527,519	7,290,000
	6810	Depreciation Expense	7,413	-	-	-
	7998	Cap Outlay-CIP Contra Account	(1,756,707)	-	-	-
	6304	DEQ Reclamation Premium	6,081	-	14,000	6,000
	Solid Waste Total		4,506,796	3,167,648	11,306,763	9,136,207

LANDFILL

Division	Dept/ Division	Account Description	FY24 Actuals	FY25 Actuals	FY25 Revised Budget	FY26 Budget
Landfill						
841						
	Cap Projects					
	40					
	7120	Cap Outlay-Construct of Bldgs	7,864	63,513	17,180	-
	7400	Cap Outlay-Land/Site Imprvmnts	4,374,542	2,772,420	9,524,397	-
	Cap Projects Total		4,382,406	2,835,933	9,541,577	-
Landfill Total			8,889,202	6,003,580	20,848,340	9,136,207

LANDFILL NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
52841				
	4220	0157P	(\$1,250,000)	CW198 Loan Remediation
	4220	0278P	(\$1,700,000)	remainder of Cell 10 0213P - CW197 Loan
	4341	0157P	(\$3,397,066)	RF FY25 DEQ remediation balance
	4341	0157P	(\$352,934)	DEQ additional award for Remediation
	4341	0278P	(\$580,000)	DEQ portion split between Remediation, Cell 10 and Building.
	6010		\$2,729	Part Time Employee
	6010		\$40,798	Full time employees
	6030		\$61,970	Full time employees
	6030		\$2,242	Part time employee
	6040		\$6,400	Full time employees
	6040		\$428	Part time employee
	6050		\$145,364	Full time employees
	6050		\$18,263	Part time employee
	6101		\$1,012	Based on YTD Projection
	6102		\$3,900	Scale House Tickets are \$1,300 for 10 boxes. We typically place 2-3 orders per year
	6103		\$7,500	Grant 25% Match (\$30K) in technology for AgBag System (\$7.5K) Discretionary
	6104		\$4,000	Carlson Command
	6104		\$800	Samsara
	6105		\$7,000	Uniforms/Gloves/PPE for 10 Employees (Approx 700/ea). Additional cost for muck boots that are not purchased in Sanitation/Recycling
	6111		\$10,000	HHW Drums
	6111		\$10,000	Compost Bags
	6111		\$2,600	Janitorial Supplies
	6111		\$4,000	Lechate pumps and control monitors
	6111		\$4,000	Compost Sensor
	6111		\$100	Reusable Water Bottles
	6111		\$4,000	Incidental Supplies
	6112		\$600	Based on YTD Acutals
	6113		\$500	Compost Lab Samples (\$500)
	6201		\$3,000	Composting Council Training for Pete (\$3K)
	6202		\$250	WSWRA)
	6202		\$125	US Composting Council
	6204		\$170	Composting Council Product Licencing fee
	6204		\$50	Dept. Ag Scale License
	6301		\$3,707	Property insurance is expected to increase 19%.
	6302		\$850	Auto Insurance expected to increase 29%

LANDFILL NOTES

ORG	OBJ	PROJ	AMOUNT	DESCRIPTION
	6303		\$5,505	LGLP Ins based on Employee FTE's
	6304		\$6,000	Per Billing calculation from WDEQ
	6305		\$5,000	Budgeting for 1 Claim
	6401		\$12,070	Includes 14.29% increase based on Montana DaKota request for increase over expected usage of \$10,561 for FY2025
	6403		\$7,000	Telephone/Internet, Century Link Phone Bills, Range Internet Charges., Staff Cell Phone Stipends (x2)
	6601		\$120,000	Landfill monitoring (\$120K)(3%increase)
	6601		\$8,500	Cameras at the landfill 5 year Total Contract
	6601		\$1,000	Employee Health, Vaccines,etc
	6602		\$80,000	HHW disposal services
	6602		\$3,890	Rug Cleaning Services new 5 year Contract with 6% annual increase
	6602		\$10,000	Cleaning Services
	6602		\$1,000	Pest Control Services
	6602		\$16,000	Tire Hauling and Disposal
	6602		\$2,000	Incidentals
	6602		\$1,300	Porta-Potty
	6602		\$1,743	Fire Extinguisher Maintenance
	6603		\$7,356	Keep it the same (\$15,783.46 used for moving expenses.
	6701		\$5,000	Replace Refrigeration Unit in Scale-house
	6701		\$5,000	Reroof Scalehouse
	6702		\$500	Damaged Fencing needs repaired
	6704		\$1,500	Non-Fleet repairs - Stationary equipment
	6804		\$27,235	Based on YTD projections FY2025
	8040	0157P	\$3,397,066	RF FY25 DEQ Remediation remaining balance
	8040	0157P	\$352,934	DEQ additional award for Remediation
	8040	0157P	\$1,250,000	CW198 Loan Remediation
	8040	0213P	\$10,000	CW197 loan will be moved to LF building 0278P
	8040	0278P	\$580,000	DEQ portion split between Remediation, Cell 10 and Building.
	8040	0278P	\$1,700,000	Cell 10 0213P - CW197 Loan balance

References

ADMIN

TREASURER

CLERK

HR

FIRE

POLICE

**PUBLIC
WORKS**

PARKS

UTILITIES

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DIVISION REFERENCE GUIDE

DIVISION	DESCRIPTION	DIVISION	DESCRIPTION
000	Unallocated Division	250	Building Inspections
110	Court	261	Civil Defense
121	Mayor/Council	262	Traffic Engineering
122	City Administrator	270	Shelter Administration
123	Boards/Commissions	271	Shelter Fac Const/Acq/Main
130	Elections	300	PW Administration
141	Clerk	310	Highways/Streets Admin
142	Treasurer	311	Highways/Streets/Roadways
143	Customer Service	312	Street Construction/Maint
150	Legal	313	Sidewalks/Crosswalks
160	Human Resources	314	Snow/Ice Removal
170	Information Technology	315	Bridge/Viaduct/Grade Align
180	Gen Govt Bldg Const/Acquis	316	Tunnels
181	Gen Govt Bldg Maintenance	317	Storm Drainage
182	Engineer	318	Street Lighting
190	Other General Govt Costs	319	Signs
210	Police Administration	320	Weed/Pest Administration
211	Crime Control/Investigate	321	Chemical Supplies
212	Crime Investigation	322	Chemical Application Costs
213	Vice Control	323	Weed/Pest Other
214	Patrol	330	Airport Administration
215	Records/Identification	340	Parking Facilities
216	Youth Investigation/Control	350	Cemetery Administration
217	Custody of Prisoners	351	Cemetery Equip Acquis/Maint
218	Custody of Property	352	Cemetery Grounds Maintenance
219	Traffic Control	410	Public Health Admin
220	Motor Vehicle Inspections	411	Vital Statistics
221	Police Training	412	Regulations/Inspections
222	Support Services	413	Communicable Disease Control
223	Communication Services/911	414	Maternal/Child Health Services
224	Automotive Services	415	Adult Health Services
225	Special Detail Services	420	Welfare Administration
226	Police Stations/Buildings	421	Institutional Care
227	Police Other	422	Direct Assistance
230	Fire Administration	423	Intergovernmental Welfare Pymt
231	Fire Fighting	424	Vendor Welfare Programs
232	Fire Prevention	430	Drug Education
233	Fire Training	440	Ambulance Services
234	Fire Communications	450	Nursing Homes/Rest Homes
235	Fire Repair Services	460	Payments to Other Hospitals
236	Medical Services	510	Rec/Senior Cntr Admin
237	Fire Stations/Buildings	511	Rec/Snr Fac Const/Acq/Main
238	Volunteer Fire Department	512	Rec/Snr Equip Acquis/Maint
240	Juvenile Probation/Parole	520	Swimming Pool Admin/Super

DIVISION REFERENCE GUIDE

DIVISION	DESCRIPTION	DIVISION	DESCRIPTION
521	Pool Fac Const Acq/Maint	586	Extensions
522	Pool Equip Acquis/Maint	587	Special Collections
530	Golf Course Admin/Super	588	Library Branch Operations
531	Golf Fac Const Acquis/Maint	610	Urban Redevelopment
532	Golf Equip Acquis/Maint	611	Public Housing Projects
540	Parks Supervision	620	Industrial Development
541	Park Areas	621	Planning/Zoning
542	Parkways/Blvds/Pathways	622	Comm Devel Block Grants
543	Forestry/Nursery	630	Community Development
544	Park Policing	711	Judgments/Losses
545	Park Lighting	721	Miscellaneous Other
550	Other Rec Fac Admin/Super	731	Service Center
551	Oth Rec Fac Const/Acq/Main	741	Travel/Tourism
552	Oth Rec Equip Acq/ Maint	810	Water Utility Admin
560	Auditorium Admin/Supervision	811	Source of Supply
561	Aud Fac Const Acquis/Maint	812	Water Distribution
562	Auditorium Equip Acquis/Maint	813	SWTP
570	Museum Administration	814	BGWTP
571	Museum Collections	815	SAWS
572	Museum Branch Operations	820	Wastewater Administration
580	Library Administration	821	WW Collection
581	Circulation	822	WW Treatment
582	Catalog	830	Solid Waste Administration
583	Reference	831	Sanitation
584	Order	832	Recycling
585	Periodicals	841	Landfill

PROJECT REFERENCE GUIDE

PROJECT	DESCRIPTION	PROJECT	DESCRIPTION
0001A	Employee Health Test/Vaccine Exp	0049A	DWSRF #037-South Hill Waterline
0002A	Recognition/Award Expense	0050A	DWSRF #101-North Main
0003A	Wellness Program Expense	0051A	DWSRF #110-Sugarland
0004A	Employee Safety/OSHA Expense	0052A	DWSRF #123-WTP Conventional Upgrade
0005A	Recruiting Expense	0053A	DWSRF #135-Wyo/Park Phase 2
0006A	Uniforms Expense	0054A	DWSRF #148-Wyo/Park Phase 3
0007A	Repair/Maint-Buildings	0055A	DWSRF #155-Meter Replacement
0008A	Repair/Maint-Land/Site/Grounds	0056A	DWSRF #156-Hydropower
0009A	Repair/Maint-Infrastructure	0057A	DWSRF #157-Leopard Waterline
0010A	Repair/Maint-Equip/Mach/Veh/Art	0058A	DWSRF #165-4MG Tank
0011A	PD Range Expense	0059A	DWSRF #166-5th Street Water Main
0012A	PD Lab Expense	0060A	DWSRF #187-NSI Marginal Project
0013A	Crime Prevention	0061A	DWSRF #199-Loucks St Phase 2
0014A	Public Safety Expense	0062A	DWSRF #208-North End Utilities
0015A	CPR Class Expense	0063A	CAT 140M2 Motor Grader-Streets
0016A	Hot Mix Asphalt Expense	0064A	CAT 140M3 Motor Grader-Streets
0017A	Chip and Crack Seal Expense	0065A	CAT 314CLCR Excavator-UM
0018A	Pothole Repair Expense	0066A	CAT 930K Loader-Solid Waste
0019A	Concrete Repair Expense	0067A	CAT 930K Loader-Streets
0020A	Storm Sewer/Flood Control Expense	0068A	CAT D6T Dozer-Solid Waste
0021A	Film and Photo Production Expense	0069A	E911 Phone System
0022A	Money Market	0070A	JPA 15584-Water
0023A	GNMA 3039	0071A	SAWS 20" Pipeline
0024A	GNMA 781340	0072A	SAWS PMTF
0025A	GNMA 324453	0073A	Tana E380 Compactor-Solid Waste
0026A	GNMA 2741	0074A	Yamaha Golf Carts
0027A	GNMA 2004	0075A	School Resource Officer
0028A	GNMA 2009	0076A	Shop with a Cop
0029A	GNMA 668924	0077A	Sagebrush Community Garden
0030A	GNMA 551116	0078A	Dilapidation Abatement
0031A	SID 70	0079A	Property Cleanup Projects
0032A	SID 71	0080A	Downtown Development Initiative
0034A	SID 74	0081A	Fire Dept Contributions
0035A	SID 75	0082A	Trolley Car
0036A	SID 76	0083G	Enforcing Underage Drinking
0037A	SID 77	0084G	Tobacco Grant
0038A	SID 78	0085G	Alcohol Inspections
0039A	CWSRF #047-WWTP Grease/Septage	0086G	NABCA
0040A	CWSRF #109-North Main	0087G	COPS Hiring Grant
0041A	CWSRF #135-Cell 9 Phase 2	0088G	Homeland Security
0042A	CWSRF #152-WWTP Dewatering	0089G	Speed Enforcement Grant
0043A	CWSRF #154-Meter Replacement	0090G	Body Cameras
0044A	CWSRF #164-NSI Marginal Project	0092G	SCBA
0045A	CWSRF #166-Loucks St Phase 2	0093G	HazMat Emerg Planning Grant
0046A	CWSRF #168-North End Utilities	0094G	Fire Safety Equipment
0047A	CWSRF #176-Hillside Stabilization	0095G	Park Internship Grant
0048A	CWSRF #181-Cell Closure/10 Develop	0096G	Tree Planting Grant

PROJECT REFERENCE GUIDE

PROJECT	DESCRIPTION	PROJECT	DESCRIPTION
0097P	ERP System	0138P	Thorne-Rider Park Improvements
0098P	New Phone System	0139G	Emergency Insect Mgmt Program Grant
0099P	PD Remodel	0140P	Dog & Cat Shelter Improvements
0100P	Ladder Truck	0141P	DoubleDay Sports Complex
0101P	Exhaust Capture/Gear Cleaning	0142P	Gateway Park
0102P	4MG Tank Repairs	0143P	Gutter Bins - 319 Funding
0103P	WWTP Dewatering Improvements	0144P	Mydland Road Sidewalk
0104P	Meter Replacement	0145P	ACOE #84-99 Levee Repair
0105P	WWTP Emergency Generator	0146G	American Rescue Plan Act (ARPA)
0106P	Digestive Sludge Pump Rebuild	0147P	Watershed Control
0107P	Curbside Recycle	0148P	BGWTP Upgrades
0108P	Sheridan Hydropower	0149P	WWTP Raw Sewage Pumps & Railings
0109P	NaClO Tank Replace-SWTP	0150P	BGWTP Hypochlorite Conversion
0110P	Service Center	0151P	Terra, Turner, Riverside Watermain
0111A	Landfill Cell 9	0152P	Pavement Rehabilitation (R&O)
0111P	Landfill Cell 9	0153P	Lewis Street Reconstruction
0112P	Conventional WTP Upgrades	0154P	Landfill T678 Closure
0113A	221F Wheel Loader	0155A	Residence Hill
0113P	West Downtown	0155P	South Downtown
0114A	JD 644 G Loader	0156P	N. Sheridan Interchange
0114P	Leopard St. Waterline Replacement	0157P	Landfill Remediation/Investigation
0115A	Case 836C Motor Grade	0158P	East Downtown Improvements
0115P	Loucks St & Waterline Replacement	0159P	Water Creek Crossing
0116A	Case TV370B	0160P	Sewer Creek Crossing
0116P	Mydland-Dome PRV's	0161P	BGWTP Utilidor
0117A	Volvo L90H2	0162P	Sewer Main Slip Lining Project
0117P	Holloway St Construction	0163P	E 5th St Corridor
0118P	E 5th St Infrastructure	0164P	City Hall Window Replacement
0119P	W 5th St Reconstruction SUSAC	0165P	North Heights Waterline Replacement
0120P	5th St Waterline Replacement	0166P	5th St & Brooks Bridge Repairs
0121P	N. End Infrastructure Extension	0167P	City Hall Improvements
0122P	Crushing	0168P	SAWS 2020 Airport Main
0123P	Traffic Striping & Sign Updates	0169P	103 N. Gould/Restrooms
0124P	EPA Cleanup Agreement	0170P	Hillside Stabilization Project
0125P	Renewable Energy Assessment	0171P	Main St Reconstruction
0126P	Vacutech Manufacturing Facility	0172P	HUB Upward Project
0127P	Weatherby Manufacturing Facility	0173P	Gateway Park Pathway & Bridge
0128P	WYO Hallmark Phase I Renovation	0174P	ACOE 1135 Study
0129P	Capital Improvement Program	0175P	Blacktooth Park
0130P	YMCA Aquatic Center	0176P	Kendrick Park Improvements
0131P	Kennon Manufacturing Facility	0177P	Park Improvements
0132P	The HUB - HVAC Improvements	0178P	Wallop Park Habitat Enhancements
0133G	CARES Grant - WY Office of Tourism	0179P	Sheridan Pathway Connection
0134G	CARES Grant - SLIB	0180P	Kendrick Pool D&E Assessment
0135P	Parks & Recreation Master Plan	0181P	Rotary Park
0136P	Mill/Crook Developments	0182P	Community Drainage
0137P	Cemetery Building	0185P	5th & Long Intersection

PROJECT REFERENCE GUIDE

PROJECT	DESCRIPTION	PROJECT	DESCRIPTION
0187G	Bulletproof Vests	0233A	DWSRF #250 Main St Dow to Burkitt
0188D	Police Department	0234A	CWSRF #197 Landfill Cell 10
0189D	Fire Department	0235A	CWSRF #198 Landfill Cell Remed
0190D	Streets Department	0236A	CWSRF #196 Main St Dow to Burkitt
0191D	Weed & Pest Department	0237G	Impaired Driving Grant
0192D	Cemetery Department	0238G	Occupant Protection Grant
0193D	Parks Department	0239G	Traffic Safety Education Grant
0194D	Golf Course Department	0240D	IT Department
0195D	Shop (Motorpool) Department	0241D	Engineering Department
0196D	UM Distribution	0242D	Building Department
0197D	Waste Collection Department	0243D	Snow/Ice Removal Department
0198D	Recycling Department	0244D	Community Forestry Department
0199D	Landfill Department	0245D	Planning Department
0200A	Events	0246D	Rec/Senior Center Department
0201A	Irrigation	0247D	Signs Department
0201G	K-9	0248P	Landfill Scale Replacement
0202A	WAM Annual Conference	0249P	SWTP Floor Project
0203G	CESF Grant - Police Radios	0250G	Jim Jackson Video Project
0204A	WAM/WCCA Loan	0251P	Teal Springs Pathway
0205P	Hi-Tech Park Feasibility Study	0252A	Case 836C Motor Grader - Streets
0206P	ACOE 1135 General Investigation	0253A	Case TV370B Compact Track Loader
0207A	College SRO	0254A	Schwarze M6 Avalanche Street Sweepe
0208G	SAFER Grant	0255A	Film and Photo Production Expense
0209P	Pavement Preservation (Chip Seal)	0256A	Tree Donation Fund
0210P	2022 Wastewater System Master Plan	0257P	WWTP Rotomat
0211G	Traffic Safety Education Grant	0258P	HUB on Smith Repairs
0212P	Burgess Junction Revitalization	0259P	Marion St House Upgrade
0213P	Landfill Cell 10	0260P	Park St. Design
0214G	Wyoming Hospital Association Grant	0261G	FEMA FY22 AFG Grant
0215A	Forfeiture Funds	0262G	HWY Safety Radar Grant
0216A	Crisis Intervention Team	0263G	HWY Safety Video Camera Grant
0217P	Sanitation/Recycling Locker Rooms	0264G	WY SHSP Grant
0218G	Destination Development	0265P	Elevator Maintenance
0219P	Entrance Gates	0266P	Downtown Bathrooms
0220G	WYDOT Wyolink Grant	0267P	Service Center Entrance
0221P	Landfill Mall	0268P	BGWTP Porch Repairs
0222P	Hume Draw	0269A	WWTP Facility Improvements
0223P	Parks Dept Building Addition	0269P	WWTP Facility Improvements
0224P	Northeast Transmission Main	0270D	Water Admin
0225P	WWTP South Clarifier	0271D	Source and Supply
0226G	FEMA AFG	0272D	UM Collection
0227A	CWSRF - WWTP South Clarifier	0273D	SWTP
0228P	Beltway Project	0274D	BGWT
0229P	Thorne Rider Bathrooms	0275D	Sewer Admin
0230A	DWSRF #252-Terra, Turner, Riverside	0276D	WW Treatment
0231A	DWSRF #238 Airport Transmission	0277P	12th St Roadway Realignment
0232A	DWSRF #243 North Heights Waterline	0278A	Fire A Loan

PROJECT REFERENCE GUIDE

PROJECT	DESCRIPTION	PROJECT	DESCRIPTION
0278P	Landfill Building	0285P	Building Insurance Claims
0279A	NE Transmission Main Extension	0286P	Brundage Island Lighting
0281P	Pathways	0287P	Safe Streets 4 All
0282P	Sheltered Acers	0289P	Big Horn-Brundage
0283G	Kendrick Arboretum Signage Grant	0290P	Hi-Tech Park Phase II

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