



## **CITY OF LANDER REGULAR CITY COUNCIL MEETING**

**Tuesday, December 09, 2025 at 6:00 PM  
City Council Chambers, 240 Lincoln Street**

### **AGENDA**

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#### **Join Zoom Meeting**

<https://us06web.zoom.us/j/87556973822?pwd=D4GJaSRjKXb6gqCqcES8Y7suVJhCBV.1>

#### **1. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

#### **2. APPROVAL OF AGENDA**

#### **3. COMMUNICATION FROM THE FLOOR**

Please approach the microphone and state your full name for the record. This meeting and comments are electronically recorded. All comments will be limited to three minutes.

- A. Public Comment

#### **4. MAYOR AND COUNCIL UPDATES**

#### **5. STAFF REPORTS**

#### **6. CONSENT AGENDA**

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Councilor requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

- A. Approve November 12, 2025, Special City Council Meeting Minutes
- B. Approve November 25, 2025 Special City Council Meeting Minutes
- C. Approve November 25, 2025 Work Session Minute
- D. Approve Bills and Claims

#### **7. UNFINISHED BUSINESS (ACTION ITEMS)**

- A. Approve third and final reading of Ordinance 2025-9 Rezoning Original Town of Lander, Block 29 Lots 5-10 from R-5 Multi-Family Residential District to C-Commercial District
- B. Approve third and final Reading of Ordinance 2025-16 An Ordinance Repealing Title 3 "Adoption and Enforcement of Uniform Codes and Standards for Mobile and Modular Buildings" and Enacting Title 3 "Buildings and Construction" Of the Lander Municipal Code

## **8. NEW BUSINESS (ACTION ITEMS)**

- [A.](#) Approve Resolution 1376 Creating Job Description for Part-Time Cleaning Technician
- [B.](#) Approve Resolution 1377 a Resolution of the Governing Body of the City of Lander Wyoming, Referring to Resolution 1638, Relating to Certain Tasers Previously Declared Surplus Property, and Authorizing Their Disposal Pursuant to Wyoming Statute 15-1-11
- [C.](#) Approve S 25.12 Felix Addition Subdivision
- [D.](#) Approve CS 25.01 Lane Subdivision Lot 6 resubdivision, County Subdivision within 1-mile
- [E.](#) Approve S 25.10 Highland Estate Blk 1, lots 4-5 replat
- [F.](#) Approve Lander Sidewalks Change order #2 for a cost increase of \$8472.30 and a time extension to June 2026
- [G.](#) Authorize the Mayor to sign Lease Application Cover Sheet WAM-WCCA Energy Lease Program for the Main Street Decorative Light Lamp Post Replacement Project Phase I

## **9. ADJOURNMENT**

### **Upcoming Council Meetings:**

#### **Special Meetings:**

**6:00 PM Tuesday, December 16, 2025, Work Session, City Council Chambers**

**2:00-4:00 PM Wednesday, December 17, 2025, Open House for Title 2 Liquor Licensing, Lander Community & Convention Center**

**6:00 PM Tuesday, January 6, 2026, Work Session, City Council Chambers**

#### **Regular Meetings:**

**6:00 PM Tuesday, January 13, 2026, City Council Chambers**

**6:00 PM Tuesday, February 10, 2026, City Council Chambers**

#### **Work Sessions:**

**6:00 PM Tuesday, January 27, 2026, City Council Chambers**

**6:00 PM Tuesday, February 24, 2026, City Council Chambers**

|                                                                                   |                                           |  |  |
|-----------------------------------------------------------------------------------|-------------------------------------------|--|--|
|  | CITY OF LANDER                            |  |  |
|                                                                                   | SPECIAL REGULAR CITY COUNCIL MEETING      |  |  |
|                                                                                   | Wednesday, November 12, 2025, at 6:00 PM  |  |  |
|                                                                                   | City Council Chambers, 240 Lincoln Street |  |  |
|                                                                                   | MINUTES                                   |  |  |
|                                                                                   |                                           |  |  |

1. **CALL TO ORDER** Mayor White led the Pledge of Allegiance and called the meeting to order at 6:00 PM. COUNCIL MEMBERS PRESENT: Dan Hahn, Melinda Cox, Josh Hahn, Julia Stuble, John Larsen, Chad Cassady and Mayor White. Declaration of a quorum. STAFF PRESENT: Interim Police Chief Kelly Waugh, Public Works Director Lance Hopkin, Assistant Public Works Director Hunter Roseberry, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, and Deputy Treasurer / Clerk Kevin Kulow.
2. **APPROVAL OF AGENDA** Moved by Council Member Cox, seconded by Council Member Larsen. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.
3. **PUBLIC HEARING** Ordinance 2025-15 Granting A Non-Exclusive Franchise To Black Hills Wyoming Gas, LLC D/B/A Black Hills Energy, Its Successors And Assigns, And The Right, Permission And Authority To Construct, Maintain And Operate A Gas Transmission And Distribution System, Including Mains, Pipes, Conduits, Services And Other Structures, In, Under, Upon, Over, Across And Along The Streets, Alleys, Bridges And Public Places Within The Present And Future Corporate Limits Of The City Of Lander, Wyoming For The Furnishing, Transmission, Distribution And Sale Of Gas Whether Artificial, Natural, Mixed Or Otherwise For Lighting, Heating, Domestic, Industrial And Other Uses In Said City And Elsewhere, Limiting The Term Of Said Grant, Prescribing The Terms And Conditions Under Which Said Company May Operate, And Repealing Ordinance No. 1239.

A. Mayor White opened the hearing at 6:02 PM.

B. Introduce and read. Public Works Director Lance Hopkin explained this is another franchise agreement that will go through three readings to bring all the franchise agreements up to date and standardized. It may be adjusted as it moves through the process.

C. Public comment. Lynn Kendall, Black Hills Public Affairs Manager, introduced Operations Manager Josh Hedden. She stated they were present for the first reading of the franchise renewal and that some minor amendments may be proposed as discussions continue. Kendall emphasized Black Hills Energy’s long-standing partnership with Lander and their commitment to continued service, and she offered to answer any questions.

D. Mayor White closed the hearing at 6:05 PM.
4. **PUBLIC HEARING** Ordinance 2025-16 An Ordinance Repealing Title 3 “Adoption and Enforcement of Uniform Codes and Standards for Mobile and Modular Buildings” And Enacting Title 3 “Buildings and Construction” of The Lander Municipal Code

A. Mayor White opened the hearing at 6:05 PM.

B. Introduce and read. Public Works Director Lance Hopkin provided an overview explaining this adopts the most current codes appropriately.

C. Public comment. None.

D. Mayor White closed the hearing at 6:06 PM.
5. **COMMUNICATION FROM THE FLOOR**

A. Public Comment. None.
6. **MAYOR AND COUNCIL UPDATES**

Council Member Larsen reported that the Senior Center accepts donated garden produce for public distribution and encouraged residents with excess harvest to donate there or to the food bank. He

noted the Center is seeking two to three new advisory board members and recommended posting the openings on the City’s website.

Council Member Cassady noted the Planning Commission is still reviewing recommendations and discussed improving community outreach due to low participation and late feedback. He suggested reviewing the meeting recording for more detail.

Council Member D Hahn noted that he has been elk hunting.

Council Member Cox thanked Hunter Rosebury for the helpful Title III summary and noted the need to improve communication and agenda-setting processes. She reported no new updates from LEDA and said the Chamber of Commerce is undergoing changes.

Mayor White reported that the liquor license holders’ open house went well, with follow-up recommendations and another educational session planned before the second reading. She expressed appreciation for progress on Lincoln Street paving, praised LVHS Student Council for their Veterans Day event, and highlighted rising demand at the local food bank alongside increased community donations. Finally, she will attend the National League of Cities Convention in Salt Lake City next week.

7. STAFF REPORTS

Public Works Director Lance Hopkin reported that Lincoln Street will be paved Friday, with curb and gutter added afterward due to timing and weather limits. The meter project is nearly finished. Industry Day will be held Thursday from 10–11 a.m. at the community center to brief contractors on the Buena Vista project, which includes road realignment, drainage fixes, waterline replacement, and full roadway reconstruction.

Assistant Mayor RaJean Strube Fossen noted that the Buena Vista project also includes surface improvements on Push Root Court and the parking lot at Push Root Village Apartments. The Jefferson Street extension into Popo Agie River Park, originally scheduled to bid today, was postponed to Monday November 24th at 1 p.m. due to bidder questions and strong interest.

City Treasurer Charri Lara reported that the federal government shutdown delayed the release of the 2025 audit compliance supplement. As a result, auditors have requested—and received approval for—a 45-day extension from the supplement’s release date. The City’s audit may not be completed until January or February, and the auditor is unlikely to appear before the Council until after the new year.

City Attorney Adam Phillips reviewed guidance from WAM on the proper use of consent agendas, explaining they are intended for routine, non-controversial, previously discussed items that require no debate—such as minutes, routine financial actions, standard contracts, licenses, permits, reappointments, and routine administrative or infrastructure items. Items requiring public hearings, involving policy decisions, controversy, private property rights, or prior council concerns should not be included. Consent agendas help streamline meetings, though any item may be removed for discussion.

Deputy Treasurer / Clerk Kevin Kulow reported that liquor license renewal applications are due Friday the 14th, with seven still outstanding, though all have been contacted. Staff will remind those applicants to also provide feedback on proposed Title II licensing changes.

8. CONSENT AGENDA

- A. Approve September 23, 2025, Special Meeting Minutes
- B. Approve October 14, 2025, Regular City Council Meeting Minutes
- C. Approve October 28, 2025, Special Regular City Council Meeting Minutes
- D. Approve October 28, 2025, Work Session City Council Meeting Minutes
- E. Approve October 30, 2025, Special Meeting Minutes
- F. Approve Bills and Claims

WATER REFUNDS WATER REFUNDS 87.02,WATER REFUNDS WATER REFUNDS 177.38,ROCKY MOUNTAIN POWER OPERATIONS AND MAINTENANCE 5103.8,CITY SERVICE VALCON FUEL 20295.66,CITY SERVICE VALCON FUEL 23062.82,FREMONT COUNTY TREASURER PROPERTY TAXES 13077.43,FREMONT COUNTY TREASURER MISC REVENUE REIMBURSEMENT 1336.36,QUADIENT INC POSTAGE 1000, QUADIENT -525.13, ROCKY MOUNTAIN POWER

ELECTRICITY 16833.85,BLACK HILLS ENERGY GAS 3211.68,COMMUNITY CENTER REFUNDS REFUNDS 500,COMMUNITY CENTER REFUNDS REFUNDS 500,WATER REFUNDS WATER REFUNDS 190.76,ROCKY MOUNTAIN POWER SPECIAL PROJECTS 2891,MISC ONE TIME VENDOR FLY-IN EXPENSES 750,MISC ONE TIME VENDOR MAYORS ADMINISTRATION 500,MASTERCARD TRAVEL 271.2,MASTERCARD FIRE EQUIPMENT MAINTENANCE 327.13,MASTERCARD WATER SAMPLES TESTING 75,MASTERCARD WW-OPERATIONS & MAINTENANCE 34.65,MASTERCARD WW-OPERATIONS & MAINTENANCE 26.75,MASTERCARD SUPPLIES 54.96,MASTERCARD SUPPLIES 553.94,MASTERCARD REPAIR AND MAINTENANCE SERVICE 12.75,MASTERCARD SUPPLIES 112.55,MASTERCARD VEHICLE REPAIR 60.84,MASTERCARD TRAVEL 17.15,MASTERCARD TRAVEL 17.81,MASTERCARD TRAVEL 27.77,MASTERCARD WW LAB/TESTING 345,MASTERCARD WATER SAMPLES TESTING 15,MASTERCARD TUITION & REGISTRATION 106,MASTERCARD TELEPHONE & INTERNET 15.77,MASTERCARD TELEPHONE & INTERNET 131.13,MASTERCARD WW-OPERATIONS & MAINTENANCE 17.99,MASTERCARD VEHICLE REPAIR 95.01,MASTERCARD VEHICLE REPAIR 9,MASTERCARD TRAVEL 15,MASTERCARD TRAVEL 19.06,MASTERCARD TRAVEL 15.93,MASTERCARD TRAVEL 336.3,MASTERCARD UNIFORMS 465,MASTERCARD SUPPLIES 26.95,MASTERCARD TREE MAINTENANCE 264.91,MASTERCARD OPERATIONS AND MAINTENANCE 739.77,MASTERCARD OPERATIONS AND MAINTENANCE 259.92,MASTERCARD BUILDING MAINTENANCE 2311.49,MASTERCARD DUES 159,MASTERCARD FUEL 33.41,MASTERCARD OPERATION/ MAINTENANCE STREETS 36.86,MASTERCARD OPERATIONS AND MAINTENANCE 31.48,MASTERCARD SUPPLIES 258.95,MASTERCARD SUPPLIES 525.13,MASTERCARD TUITION & REGISTRATION 75,MASTERCARD VEHICLE REPAIR 47.39,MASTERCARD COMMUNITY PROGRAMS 542,MASTERCARD POSTAGE 9.35,MASTERCARD POSTAGE 8.94,MASTERCARD SUPPLIES 40,MASTERCARD TELEPHONE 1193.29,MASTERCARD SUPPLIES 320.69,MASTERCARD SUPPLIES 66.45,MASTERCARD OPERATIONS AND MAINTENANCE 17.09,MASTERCARD SUPPLIES 2028,MASTERCARD TRAVEL -0.64,MASTERCARD TELEPHONE & INTERNET 1028.02,MASTERCARD TURF & GROUNDS MAINTENANCE 8.99,MASTERCARD VEHICLE REPAIR 128.53,MASTERCARD VEHICLE REPAIR 8.39,MASTERCARD VEHICLE REPAIR 24.62,MASTERCARD VEHICLE REPAIR 86.23,MASTERCARD OPERATIONS AND MAINTENANCE 163.56,MASTERCARD OPERATIONS AND MAINTENANCE 1098.72,MASTERCARD SUPPLIES 27.98,MASTERCARD TUITION & REGISTRATION 600,MASTERCARD VEHICLE REPAIR 36.34,MASTERCARD SUPPLIES 559.4,MASTERCARD TOOLS & SHOP SUPPLIES 11.69,MASTERCARD TELEPHONE 1039.98,MASTERCARD OPERATIONS AND MAINTENANCE 15.46,MASTERCARD WW LAB/TESTING 172,MASTERCARD SUPPLIES 17.94,MASTERCARD VEHICLE REPAIR 90.97,MASTERCARD SUPPLIES 23.38,MASTERCARD OPERATIONS AND MAINTENANCE 474.32,MASTERCARD OPERATIONS AND MAINTENANCE -474.32,MASTERCARD OPERATIONS AND MAINTENANCE 404.56,MASTERCARD TURF & GROUNDS MAINTENANCE 50,MASTERCARD WW LAB/TESTING 193,MASTERCARD OPERATIONS AND MAINTENANCE 37.94,MASTERCARD OPERATIONS AND MAINTENANCE 261.93,MASTERCARD OPERATIONS AND MAINTENANCE -259.92,MASTERCARD VEHICLE REPAIR 16.19,MASTERCARD OPERATIONS AND MAINTENANCE 64.76,MASTERCARD SUPPLIES 79,MASTERCARD SUPPLIES 339.97,MASTERCARD TRAVEL 739.02,MASTERCARD WW LAB/TESTING 161.15,MASTERCARD OPERATIONS AND MAINTENANCE 240,MASTERCARD WW LAB/TESTING 290,MASTERCARD SUPPLIES 113.89,MASTERCARD SUPPLIES 11.99,MASTERCARD SUPPLIES 14.97,MASTERCARD VEHICLE REPAIR 26.07,MASTERCARD COMMUNITY PROGRAMS -25,MASTERCARD COMMUNITY PROGRAMS -1,MASTERCARD COMMUNITY PROGRAMS 25,MASTERCARD COMMUNITY PROGRAMS 1,MASTERCARD UNIFORMS 297.48,MASTERCARD COMMUNITY PROGRAMS 128,MASTERCARD VEHICLE REPAIR 197.49,MASTERCARD SUPPLIES 112,MASTERCARD WW-OPERATIONS & MAINTENANCE 120,MASTERCARD WW LAB/TESTING 164.38,MASTERCARD FUEL 40,MASTERCARD TRAVEL 33.64,MASTERCARD UNIFORMS 52.99,MASTERCARD TOWING 197.5,MASTERCARD WW LAB/TESTING 463,MASTERCARD SUPPLIES 164.36,MASTERCARD TELEPHONE & INTERNET 1650.49,MASTERCARD WW LAB/TESTING 160.48,MASTERCARD OPERATIONS AND MAINTENANCE 23.98,MASTERCARD ADVERTISING 438,MASTERCARD UNIFORMS 84.93,MASTERCARD TURF & GROUNDS MAINTENANCE 625.98,MASTERCARD WW LAB/TESTING 233,MASTERCARD TELEPHONE & INTERNET 320.94,MASTERCARD OPERATIONS AND MAINTENANCE 138.72,MASTERCARD OPERATION/ MAINTENANCE STREETS 44.66,MASTERCARD OPERATIONS AND MAINTENANCE 3145.06,MASTERCARD UNIFORMS 23.48,MASTERCARD PROFESSIONALS 248.65,MASTERCARD INVESTIGATIVE FUNDS 59.7,MASTERCARD EMPLOYEE BENEFIT 33.98,MASTERCARD VEHICLE REPAIR 99.24,MASTERCARD OPERATIONS AND MAINTENANCE 34.18,MASTERCARD OPERATIONS AND MAINTENANCE 92.04,MASTERCARD OPERATIONS AND MAINTENANCE 29.67,MASTERCARD OPERATIONS AND MAINTENANCE 17.47,MASTERCARD OPERATIONS AND MAINTENANCE 36.88,MASTERCARD SUPPLIES 27.99,MASTERCARD OPERATIONS AND MAINTENANCE 28.99,MASTERCARD OPERATIONS AND MAINTENANCE 244.8,MASTERCARD TELEPHONE & INTERNET 2164.8,MASTERCARD TURF & GROUNDS MAINTENANCE 710.01,MASTERCARD OPERATIONS AND MAINTENANCE 69.24,MASTERCARD WW LAB/TESTING 270,MASTERCARD COMMUNITY PROGRAMS 59.95,MASTERCARD VEHICLE REPAIR 108.45,MASTERCARD SUPPLIES/CHEMICALS 346.34,MASTERCARD OFFICE EQUIP SUPPLIES & MAINT 60.39,MASTERCARD REPAIRS 26.8,MASTERCARD PROF AND CONSULTING 23.22,MASTERCARD OFFICE EQUIP SUPPLIES & MAINT -6.99,MASTERCARD OFFICE EQUIP SUPPLIES & MAINT -5.99,MASTERCARD UNIFORMS 89.43,MASTERCARD SUPPLIES 80,MASTERCARD SUPPLIES 21.56,MASTERCARD SUPPLIES 27.97,MASTERCARD OPERATIONS AND MAINTENANCE 58.19,MASTERCARD TURF & GROUNDS MAINTENANCE 44.98,MASTERCARD COMMUNITY PROGRAMS 244.13,MASTERCARD VEHICLE REPAIR 73.03,MASTERCARD SUPPLIES 136.49,MASTERCARD SUPPLIES 577.46,MASTERCARD JEFFERSON STREET REHAB 486.22,MASTERCARD BUILDING MAINTENANCE 11.69,MASTERCARD OPERATIONS AND MAINTENANCE 31.98,MASTERCARD VEHICLE REPAIR 60.36,MASTERCARD VEHICLE REPAIR 228.58,MASTERCARD OPERATIONS AND MAINTENANCE 33.79,MASTERCARD REPAIRS 170.52,MASTERCARD MAIN STREET REPAIR 315.96,MASTERCARD SUPPLIES 135.47,MASTERCARD UNIFORMS 17.85,MASTERCARD POSTAGE 7.85,MASTERCARD WATER SAMPLES TESTING 114,MASTERCARD UNIFORMS 221.98,71 CONSTRUCTION CO OPERATIONS AND MAINTENANCE 7897.54,ADAM E PHILLIPS ATTORNEY AT LAW GENERAL ATTORNEY 5000,ALERT 360 BUILDING MAINTENANCE 252,ALSCO SUPPLIES 38.67,ALSCO LINENS 444.84,ARDURRA GROUP INC JEFFERSON STREET REHAB 4.1,ARDURRA GROUP INC JEFFERSON STREET REHAB 1638.75,AXON ENTERPRISE PROF. & TECHNICAL SERVICE 17937.6,B & T FIRE EXTINGUISHERS OPERATIONS AND MAINTENANCE 199.5,B & T FIRE EXTINGUISHERS FIRE EQUIPMENT MAINTENANCE 107,BADGER METER INC METER REPLACEMENT 327.6,CNA SURETY DUES 100,COMMUNICATION TECHNOLOGIES OPERATIONS AND MAINTENANCE 440,COMMUNICATION TECHNOLOGIES PROF AND CONSULTING 1100,CROELL INC GRAVEL 2602.19,CROELL INC GRAVEL 885.53,CROELL INC GRAVEL 1235.22,DOWL JEFFERSON STREET REHAB 86.93,DOWL FREMONT STREET

PROJECT 3167.5,EATON SALES & SERVICE BUILDING MAINTENANCE 2242.77,ENGINEERING ASSOCIATES JEFFERSON STREET REHAB 242.28,FERGUSON ENTERPRISES INC WW-OPERATIONS & MAINTENANCE 1877.78,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 1649.7,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 2165.94,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 1312.8,FREMONT COUNTY TREASURER PRISONER CARE 5390,FREMONT COUNTY TREASURER DISPATCH CONTRACT 21356.25,FREMONT MOTOR COMPANY VEHICLE REPAIR 205.34,FRONT RANGE FIRE APPARATUS LTD VEHICLE REPAIR 276.5,FRONT RANGE FIRE APPARATUS LTD VEHICLE REPAIR 1752.39,FRONTIER PROPERTY MAINTENANCE COMMUNITY CENTER MAINTENANCE 925,HDR ENGINEERING INC SAFE ROUTES TO SCHOOL 8162.41,HDR ENGINEERING INC BUENA VISTA PROJECT 1880,HDR ENGINEERING INC PROF AND CONSULTING 3102.5,HEALTH EQUITY FLEX SHARE FEES 352.05,HEALTH EQUITY FLEX SHARE FEES 298.65,HIGH COUNTRY CONSTRUCTION LINCOLN ST PROJECT 477057.65,HOMETOWN OIL FUEL 311.49,HUGHEY AND PHILLIPS EQUIPMENT REPAIR 9447.5,L N CURTIS & SONS SUPPLIES 563.75,LANDER MEDICAL CLINIC EMPLOYEE WELLNESS PROGRAM 6554,LANDER VALLEY TREE CARE OPERATION/ MAINTENANCE STREETS 1500,MASA EMPLOYEE BENEFIT 456,MES SERVICE COMPANY LLC SUPPLIES 904.79,METRON FARNIER METER REPLACEMENT 19048.93,MIDCO DIVING & MARINE SERVICES INC OPERATIONS AND MAINTENANCE 11532,MOTOROLA SOLUTIONS INC NEW ASSETS 1124.68,MOTOROLA SOLUTIONS INC NEW ASSETS 6485.1,NOLS ECONOMIC DEVELOP PROJECTS 45000,NORCO INC SHOP SUPPLIES 99.6,ONE CALL OF WYOMING OPERATIONS AND MAINTENANCE 88.15,PATRICK CONSTRUCTION INC OPERATIONS AND MAINTENANCE 14453.54,PAYMERANG LLC PROF AND CONSULTING 200,PERFECT POWER INC BUILDING MAINTENANCE 458.02,PERFECT POWER INC BUILDING MAINTENANCE 482.22,PHAT FOAM INSULATION LLC OPERATIONS AND MAINTENANCE 2500,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 26,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 900,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 39,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 247,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 130,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 156,RANGER-JOURNAL-WIND RIVER NEWS ADVERTISING 78,REWORX PROF AND CONSULTING 1800,RIVER OAKS COMMUNICATIONS CORP PROF AND CONSULTING 1054.5,RIVERTON TIRE & OIL CO TIRES 655.8,STRIKE CONSULTING GROUP METER REPLACEMENT 1740,STRIKE CONSULTING GROUP PROF AND CONSULTING 2170,STRIKE CONSULTING GROUP MCFARLANE DRIVE 4821.25,STRIKE CONSULTING GROUP FARTHING SLIP PROJECT 25586.5,STRIKE CONSULTING GROUP FIFTH STREET PROJECT 2392.5,TEAM LABORATORY CHEM LLC WW-OPERATIONS & MAINTENANCE 3287,TEGELER AND ASSOCIATES INSURANCE/OVERHEAD 898,WALLER TECIA CLEANING SERVICES 4400,WAMCO LAB INC. WW LAB/TESTING 2200,WARNE CHEMICAL & EQUIPMENT CO. SUPPLIES/CHEMICALS 639.36,WESTERN LAW ASSOCIATES PROSECUTING ATTORNEY 3255,WESTERN PRINTING CO. WATER UTILITY BILLING 706.91,WHITING LAW PC GENERAL ATTORNEY 1015,WILLIAM H SMITH & ASSOC LINCOLN ST PROJECT 3805,WILLIAM H SMITH & ASSOC BALDWIN CREEK/9TH 2662.5,WILLIAM H SMITH & ASSOC LINCOLN ST PROJECT 32072.5,WILLIAM H SMITH & ASSOC BALDWIN CREEK/9TH 3180,WYOMING MACHINERY CO. VEHICLE REPAIR 591.62,WYOMING RENTS LLC NEW ASSETS 2080,WYOMING RETIREMENT SYSTEM VOLUNTEER FIRE PENSION FUND 693.75,RIVER OAKS COMMUNICATIONS CORP PROF AND CONSULTING 3071 PARTTIME WAGES: CEMETERY 5267, CITY HALL 700, MUNICIPAL COURT 1152.90, POLICE DEPARTMENT 1232, WEED & PEST 2904, PARKS 4265, AFLAC 467.29, CSSW 1554.50, COLONIAL LIFE 232.55, PAYROLL TAXES 87717.15, DEFERRED COMP 7340, NCPERS 128.00, TRUSTMARK 379.66, WEBT 87268.49, WORKERS COMP 5449.17, WRS 64753.72.

Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

9. OLD BUSINESS (ACTION ITEMS)

- A. Approve third and final reading of Ordinance 2025 11 rezoning Popo Agie River Park Addition from R-3 Single and Multi-Family Residential District to PL- Public Lands  
  
Moved by Council Member D Hahn, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.
- B. Approve second reading of Ordinance 2025-12 Granting a Franchise to Northern Arapaho Tribal Industries, Inc., D/B/A Wind River Internet, On Behalf of Itself and Its Affiliates to Operate and Maintain a Telecommunications System in The City of Lander, Wyoming  
  
Moved by Council Member Cox, seconded by Council Member J Hahn. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.
- C. Approve second reading Ordinance 2025 14 Amending Section 7-10-1-7-10-6 Tobacco Products-Age Requirements within the City of Lander  
  
Moved by Council Member Stuble, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

10. NEW BUSINESS (ACTION ITEMS)

- A. Approve first reading of Ordinance 2025-15 Granting A Non-Exclusive Franchise To Black Hills Wyoming Gas, LLC D/B/A Black Hills Energy, Its Successors And Assigns, And The Right, Permission And Authority To Construct, Maintain And Operate A Gas Transmission And Distribution System, Including Mains, Pipes, Conduits, Services And Other Structures, In, Under, Upon, Over, Across And Along The Streets, Alleys, Bridges And Public Places Within The Present And Future Corporate Limits Of The City Of Lander, Wyoming For The Furnishing, Transmission, Distribution And Sale Of Gas Whether Artificial, Natural, Mixed Or Otherwise For Lighting, Heating, Domestic, Industrial And Other Uses In Said City And Elsewhere, Limiting The Term Of Said Grant,

Prescribing The Terms And Conditions Under Which Said Company May Operate, And Repealing Ordinance No. 1239.

Moved by Council Member D Hahn, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

- B. Approve first Reading of Ordinance 2025-16 An Ordinance Repealing Title 3 “Adoption and Enforcement of Uniform Codes and Standards for Mobile and Modular Buildings” and Enacting Title 3 “Buildings and Construction” Of the Lander Municipal Code

Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

- C. Approve Resolution 1372 Adopting City of Lander Strategic Plan

Moved by Council Member D Hahn, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

- D. Approve Resolution 1373 Waiving Utility Late Fees and Suspending Shut-Offs for Three Billing Cycles

Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

- E. Approve S 25.09 Capitol Hill Addition, Blk 129, lots 11-12

Moved by Council Member Cox, seconded by Council Member Cassady. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

- F. Approve and authorize the Mayor to sign the Lander Municipal Airport Hangar Lease Agreement between the City of Lander and Randall E. Frost for space no. 401.

Moved by Council Member Cox, seconded by Council Member Cassady. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

11. ADJOURNMENT

Moved by Council Member Stuble, seconded by Council Member D Hahn. Council Members voting Yea: Larsen, Cassady, D Hahn, Cox, Stuble, and J Hahn. Motion passed.

Being no further business to come before the Council, the meeting was adjourned at 7:02 PM.

The City of Lander

ATTEST:

By: \_\_\_\_\_  
Missy White,  
City of Lander Mayor

\_\_\_\_\_  
Kevin Kulow, Deputy City Treasurer/ Clerk

The entire meeting is available to view at <https://www.landerwyoming.org/meetings/recent> OR <https://www.youtube.com/@CityofLander>.

CITY OF LANDER MISSION STATEMENT

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|                                                                                   |                                           |  |  |
|-----------------------------------------------------------------------------------|-------------------------------------------|--|--|
|  | CITY OF LANDER                            |  |  |
|                                                                                   | SPECIAL CITY COUNCIL MEETING              |  |  |
|                                                                                   | Tuesday, November 25, 2025, at 6:00 PM    |  |  |
|                                                                                   | City Council Chambers, 240 Lincoln Street |  |  |
|                                                                                   | MINUTES                                   |  |  |
|                                                                                   |                                           |  |  |

- 1. **CALL TO ORDER** Mayor White led the Pledge of Allegiance and called the meeting to order at 6:00 PM. COUNCIL MEMBERS PRESENT: Melinda Cox, Josh Hahn, John Larsen, Chad Cassady, and Mayor White. COUNCIL MEMBERS ABSENT: Dan Hahn and Julia Stuble. Declaration of a quorum. STAFF PRESENT: Interim Police Chief Kelly Waugh, Assistant Public Works Director Hunter Roseberry, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, and City Clerk Rachelle Fontaine.
- 2. **APPROVAL OF AGENDA** Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.
- 3. **COMMUNICATION FROM THE FLOOR**
  - A. Public Comment. None
- 4. **MAYOR AND COUNCIL UPDATES**

Mayor White was in Salt Lake City for the National League of Cities conference, which was very insightful. We expect to become NLC members on January 1st, giving us access to online learning modules. Due to changes in federal rules on independent contractors, the City will likely shift cleaning for City Hall, the Police Department, and Public Works from an independent contract to a part-time, non-benefited position. She requested that the Council Members revisit the Planning Commission’s short-term rental recommendations, keep talking with constituents, and watch for emailed materials and a post-holiday Title II open house date.

5. **STAFF REPORTS**

Assistant Public Works Director Hunter reported that Lincoln Street is now open end-to-end in a winter shutdown condition—graveled, passable, and being maintained for snow, with business access coordinated until asphalt can be finished in the spring. The High-Country tank and pump station project is nearly complete. Meanwhile, streets, parks, and water crews, along with community members, have been hard at work putting up holiday lights, garlands, and decorated trees, especially in Centennial Park, to make Light Up Lander shine.

Assistant Mayor RaJean Strube Fossen reported that two qualified bids were received for the Jefferson Street extension. Several leases, including the Senior Center lease, are expiring within the next quarter.

6. **NEW BUSINESS (NON-ACTION ITEMS)**

- A. Lander Police Department Staff Recognition. The Council recognized Sergeant Trent Maus for his exemplary work in solving a kidnapping case involving three juvenile children. Mayor White presented Maus with a letter of commendation for his dedication and professionalism.

7. **OLD BUSINESS (ACTION ITEMS)**

- A. Approve third and final reading of Ordinance 2025-12 Granting a Franchise to Northern Arapaho Tribal Industries, Inc., D/B/A Wind River Internet, On Behalf of Itself and Its Affiliates to Operate and Maintain a Telecommunications System in The City of Lander, Wyoming  
  
Moved by Council Member Cox, seconded by Council Member Cassady. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.
- B. Approve third and final reading Ordinance 2025 14 Amending Section 7-10-1-7-10-6 Tobacco Products- Age Requirements within the City of Lander  
  
Moved by Council Member Cox, seconded by Council Member J Hahn. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.

- C. Approve second Reading of Ordinance 2025-16 An Ordinance Repealing Title 3 “Adoption and Enforcement of Uniform Codes and Standards for Mobile and Modular Buildings” and Enacting Title 3 “Buildings and Construction” Of the Lander Municipal Code
- Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.

8. NEW BUSINESS (ACTION ITEMS)

- A. Approve and authorize the Mayor to sign the Memorandum of Understanding By and Between the Cemetery Ditch Company and the City of Lander
- Moved by Council Member Cox, seconded by Council Member Cassady. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.
- B. Approve Resolution 1374 Creating the Job Description for a Part-Time Code Enforcement Officer
- Moved by Council Member Cox, seconded by Council Member J Hahn. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.
- C. Approve and authorize the Mayor to sign HealthEquity Premium Only Plan Application for IRC Section 125 Compliance services in the annual amount of \$225.00
- Moved by Council Member Larsen, seconded by Council Member Cox. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.
- D. Approve Resolution 1375 Adopting the November 2025 update of the City of Lander Supplements to the Wyoming Public Works Standard Specifications and Details
- Moved by Council Member Cox, seconded by Council Member Cassady. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.

9. **ADJOURNMENT** Moved by Council Member Cox, seconded by Council Member J Hahn. Council Members voting Yea: Larsen, Cassady, Cox, and J Hahn. Motion passed.

Being no further business to come before the Council, the meeting was adjourned at 6:24 PM.

The City of Lander

ATTEST:

By: \_\_\_\_\_  
Missy White,  
City of Lander Mayor

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

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|                                                                                   |                                           |  |  |
|-----------------------------------------------------------------------------------|-------------------------------------------|--|--|
|  | CITY OF LANDER                            |  |  |
|                                                                                   | CITY COUNCIL WORK SESSION MEETING         |  |  |
|                                                                                   | Tuesday, November 25, 2025, at 6:25 PM    |  |  |
|                                                                                   | City Council Chambers, 240 Lincoln Street |  |  |
|                                                                                   | MINUTES                                   |  |  |
|                                                                                   |                                           |  |  |

COUNCIL MEMBERS PRESENT: Melinda Cox, Josh Hahn, John Larsen, Chad Cassady and Mayor White. COUNCIL MEMBERS ABSENT: Dan Hahn and Julia Stuble. STAFF PRESENT: Interim Police Chief Kelly Waugh, Assistant Public Works Director Hunter Roseberry, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, and City Clerk Rachelle Fontaine.

1. NEW BUSINESS (NON-ACTION ITEMS)

A. Juvenile Justice of Fremont County Update

Hattie Clavert, the Assistant Director for Juvenile Justice Services, and Sierra Hernandez, the Lander Juvenile Diversion Officer, provided an update on juvenile citations in Fremont County. They noted an increase in younger ages for first offenses and shoplifting incidents, particularly among 9-11-year-olds. The discussion highlighted the rising trend of substance-related citations, with marijuana being the most common, and the emerging presence of psilocybin in the community. They also touched on the challenges of addressing these issues, including the need for better mental health support and alternative activities for juveniles. Council Member Cox discussed the juvenile justice system in Fremont County, highlighting the diversion program's comprehensive psychosocial assessments and the importance of addressing root causes of juvenile delinquency. She noted that the juvenile treatment court, which aims to reduce recidivism, currently has no participants due to procedural changes and lack of funding. She emphasized the need for policymakers to advocate for maintaining and improving these services, as well as addressing the high prevalence of drug and alcohol use among juveniles, particularly the use of potent marijuana products. Council Member Cassady shared insights from his military experience on the consequences of substance use and the importance of providing opportunities for young people.

2. ADJOURNMENT

Being no further business to come before the Council, the meeting was adjourned at 7:01 PM.

The City of Lander

ATTEST:

By: \_\_\_\_\_  
Missy White,  
City of Lander Mayor

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

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|                                               |                                                 |           |
|-----------------------------------------------|-------------------------------------------------|-----------|
| 7220 CONSULTING LLC                           | Court Room USB and HDMI                         | 2,250.10  |
| 7220 CONSULTING LLC                           | Recovered Bricked AP in City Hall               | 999.82    |
| Total 7220 CONSULTING LLC (1221):             |                                                 | 3,249.92  |
| ADAM E PHILLIPS ATTORNEY AT LAW               | Professional Fees                               | 2,500.00  |
| ADAM E PHILLIPS ATTORNEY AT LAW               | Professional Fees                               | 2,500.00  |
| Total ADAM E PHILLIPS ATTORNEY AT LAW (666):  |                                                 | 5,000.00  |
| ADAMS MULTI MEDIA                             | publication                                     | 330.00    |
| ADAMS MULTI MEDIA                             | publication                                     | 450.00    |
| Total ADAMS MULTI MEDIA (1523):               |                                                 | 780.00    |
| ADELLE SIMON                                  | volleyball fall camp registration               | 765.00    |
| Total ADELLE SIMON (1404):                    |                                                 | 765.00    |
| ALEXANDER EXCAVATION                          | Hospital Project Additional Work by Contractor  | 52,247.50 |
| ALEXANDER EXCAVATION                          | Misc Work for City on Hospital Line and Street  | 13,780.00 |
| Total ALEXANDER EXCAVATION (21):              |                                                 | 66,027.50 |
| ALSCO                                         | Community Center - MicroTech Towel              | 38.67     |
| ALSCO                                         | Community Center - MicroTech Towels             | 38.67     |
| ALSCO                                         | Community Ctr MicroTech Towels                  | 38.67     |
| ALSCO                                         | Community Center Linens                         | 349.07    |
| ALSCO                                         | Community Center - MicroTech Towels             | 38.67     |
| Total ALSCO (917):                            |                                                 | 503.75    |
| AMERI-TECH EQUIPMENT CO                       | Hydraulic cylinder repair kit                   | 321.99    |
| Total AMERI-TECH EQUIPMENT CO (29):           |                                                 | 321.99    |
| ARDURRA GROUP INC                             | Jefferson St extension engineering              | 3,778.75  |
| ARDURRA GROUP INC                             | final designs Jefferson Street extension        | 1,638.75  |
| ARDURRA GROUP INC                             | Bid package work for Jefferson Street extension | 10,558.75 |
| Total ARDURRA GROUP INC (1390):               |                                                 | 15,976.25 |
| B & T FIRE EXTINGUISHERS                      | annual extinguisher service                     | 291.00    |
| Total B & T FIRE EXTINGUISHERS (43):          |                                                 | 291.00    |
| BAYCOM INC                                    | MDT's                                           | 13,245.00 |
| Total BAYCOM INC (1503):                      |                                                 | 13,245.00 |
| BILL JONES PLUMBING & HEATING INC             | pressure tank install rural waster house        | 2,740.00  |
| Total BILL JONES PLUMBING & HEATING INC (57): |                                                 | 2,740.00  |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 595.48    |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 763.25    |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 2,319.88  |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 428.16    |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 3,005.82  |
| BLACK HILLS ENERGY                            | Natural Gas NOV2025 Acct #3608 1654 36          | 45.01     |

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| Total BLACK HILLS ENERGY (465):             |                                                  | 7,157.60  |
| CASPER STAR TRIBUNE                         | Legal Ad - Industry Day Buena Vista Dr.          | 121.56    |
| Total CASPER STAR TRIBUNE (745):            |                                                  | 121.56    |
| CITY SERVICE VALCON                         | Jet Fuel - Airport                               | 17,495.86 |
| Total CITY SERVICE VALCON (1146):           |                                                  | 17,495.86 |
| CIVICPLUS                                   | Civic Plus - Agenda and Meeting Management J     | 4,368.00  |
| CIVICPLUS                                   | Civic Plus - Website Jan 17, 2026 to Jan 16, 20  | 5,169.15  |
| CIVICPLUS                                   | Social Media Archiving Subscription - Calendar   | 7,547.40  |
| CIVICPLUS                                   | Municode yearly fee                              | 1,751.00  |
| Total CIVICPLUS (1226):                     |                                                  | 18,835.55 |
| COMMUNICATION TECHNOLOGIES INC              | Installed solar system and repeater on Golf Cou  | 880.00    |
| COMMUNICATION TECHNOLOGIES INC              | New Batteries and Inverter for Highway PRV So    | 1,889.26  |
| COMMUNICATION TECHNOLOGIES INC              | New Batteries and Inverter for Dillon PRV        | 1,889.17  |
| COMMUNICATION TECHNOLOGIES INC              | New Batteries and Inverter for the Blue Ridge P  | 2,494.26  |
| COMMUNICATION TECHNOLOGIES INC              | New Batteries and Inverter for Golf Course PRV   | 2,384.26  |
| COMMUNICATION TECHNOLOGIES INC              | Worked on Telemetry from Lagoons to Lala         | 220.00    |
| Total COMMUNICATION TECHNOLOGIES INC (116): |                                                  | 9,756.95  |
| COWBOY SUPPLY HOUSE                         | Acct #1119 Community Center Supplies             | 368.91    |
| Total COWBOY SUPPLY HOUSE (121):            |                                                  | 368.91    |
| CROELL INC                                  | Dugout Concrete                                  | 4,930.00  |
| CROELL INC                                  | Little League Reconstruction Project - 20 yds co | 5,101.50  |
| Total CROELL INC (1452):                    |                                                  | 10,031.50 |
| DAUPLER                                     | Emergency Call Service for Water/Sewer           | 4,800.00  |
| Total DAUPLER (1277):                       |                                                  | 4,800.00  |
| DEPT OF ENVIRONMENTAL QUALITY               | Storage Tank registration invoice                | 400.00    |
| Total DEPT OF ENVIRONMENTAL QUALITY (139):  |                                                  | 400.00    |
| DESERT MOUNTAIN                             | 32 tons road salt                                | 5,276.56  |
| Total DESERT MOUNTAIN (1184):               |                                                  | 5,276.56  |
| DORSETT TECHNOLOGIES INC                    | Help with Scada and proper chemical dosing       | 496.00    |
| Total DORSETT TECHNOLOGIES INC (1149):      |                                                  | 496.00    |
| DOWL                                        | Fremont Sewer Design                             | 1,997.50  |
| Total DOWL (147):                           |                                                  | 1,997.50  |
| DRUG TESTING SERVICES LLC                   | employee screening                               | 130.00    |
| Total DRUG TESTING SERVICES LLC (148):      |                                                  | 130.00    |

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| FAIRFIELD TREE AND LAWN CARE                | Christmas Lights 2025/26                         | 5,700.00   |
| Total FAIRFIELD TREE AND LAWN CARE (1055):  |                                                  | 5,700.00   |
| FERGUSON ENTERPRISES INC                    | leak band                                        | 552.31     |
| FERGUSON ENTERPRISES INC                    | meter pits                                       | 2,150.12   |
| FERGUSON ENTERPRISES INC                    | air/vac for ellis vault                          | 650.00     |
| Total FERGUSON ENTERPRISES INC (553):       |                                                  | 3,352.43   |
| FREMONT CO SOLID WASTE DISPOS               | Trash Disposal                                   | 26.60      |
| FREMONT CO SOLID WASTE DISPOS               | Destroyed Hockey board and park signage disp     | 11.40      |
| Total FREMONT CO SOLID WASTE DISPOS (183):  |                                                  | 38.00      |
| FREMONT COUNTY TREASURER                    | Dispatch - Police & Fire                         | 20,670.00  |
| FREMONT COUNTY TREASURER                    | Dispatch - Police & Fire                         | 686.25     |
| Total FREMONT COUNTY TREASURER (190):       |                                                  | 21,356.25  |
| FREMONT MOTOR COMPANY                       | TIPM LP-6                                        | 1,488.00   |
| Total FREMONT MOTOR COMPANY (194):          |                                                  | 1,488.00   |
| FRONT RANGE FIRE APPARATUS LTD              | auto eject                                       | 479.00     |
| Total FRONT RANGE FIRE APPARATUS LTD (196): |                                                  | 479.00     |
| FRONTIER PROPERTY MAINTENANCE               | Landscape Maintenance for Community Center       | 925.00     |
| Total FRONTIER PROPERTY MAINTENANCE (1484): |                                                  | 925.00     |
| GILLETTE NEWS RECORD                        | Legal Ad - Project Bid - Buena Vista             | 172.80     |
| Total GILLETTE NEWS RECORD (1525):          |                                                  | 172.80     |
| GROUND SUPPORT INTERNATIONAL                | 1/2 for deposit on scheduled training in January | 1,900.00   |
| Total GROUND SUPPORT INTERNATIONAL (1524):  |                                                  | 1,900.00   |
| HDR ENGINEERING INC                         | Misc GIS and modeling - Sewer/Water              | 12,770.00  |
| HDR ENGINEERING INC                         | Sewer Master Plan                                | 46,105.00  |
| HDR ENGINEERING INC                         | Tank and Pump Station Closeout                   | 1,845.00   |
| Total HDR ENGINEERING INC (994):            |                                                  | 60,720.00  |
| HIGH COUNTRY CONSTRUCTION                   | Lincoln Street Construction                      | 383,219.08 |
| Total HIGH COUNTRY CONSTRUCTION (1062):     |                                                  | 383,219.08 |
| HOMETOWN OIL                                | Fuel - NOV2025                                   | 207.42     |
| HOMETOWN OIL                                | 5w20 55 gallon drum                              | 792.99     |
| HOMETOWN OIL                                | Fuel for Kevin                                   | 51.26      |
| Total HOMETOWN OIL (230):                   |                                                  | 1,051.67   |
| JENNIFER ROBERTSON                          | Easement - Gannett Peak Sidewalks                | 250.00     |
| Total JENNIFER ROBERTSON (1528):            |                                                  | 250.00     |

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|                                            |                                                  |           |
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| KLEEN PIPE LLC                             | clean and video 200 blk Lincoln                  | 1,244.22  |
| Total KLEEN PIPE LLC (1032):               |                                                  | 1,244.22  |
| L N CURTIS & SONS                          | structure boots for stock for new members        | 3,225.42  |
| Total L N CURTIS & SONS (276):             |                                                  | 3,225.42  |
| LANDER CHAMBER OF COMMERCE                 | Light Up Lander Chamber Newsletter Insert        | 75.00     |
| Total LANDER CHAMBER OF COMMERCE (282):    |                                                  | 75.00     |
| LANDER SENIOR CITIZENS CENTER              | OCT 2025 Maintenance Expenses                    | 3,526.84  |
| LANDER SENIOR CITIZENS CENTER              | OCT 2025 Expenses                                | 1,696.09  |
| Total LANDER SENIOR CITIZENS CENTER (296): |                                                  | 5,222.93  |
| LOAF N JUG #155                            | Paper Check Request - \$25 Loaf N Jug Gas Gif    | 375.00    |
| Total LOAF N JUG #155 (1527):              |                                                  | 375.00    |
| LYNDSAY ALCARAZ                            | 1/2 Recipient                                    | 1,073.73  |
| Total LYNDSAY ALCARAZ (1464):              |                                                  | 1,073.73  |
| MASTERCARD                                 | Bulk candy for Halloween on Main Street          | 79.95     |
| MASTERCARD                                 | Household waste from the Fire Department ope     | 13.80     |
| MASTERCARD                                 | Canva yearly subscription - publication software | 119.99    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 129.98    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 130.00    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 130.00    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 260.00    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 130.00    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 130.00    |
| MASTERCARD                                 | Acct #156821201 Spectrum Phone SEPT2025          | 130.00    |
| MASTERCARD                                 | Spectrum Fiber Acct #173012201 OCT2025           | 300.00    |
| MASTERCARD                                 | Spectrum Fiber Acct #173012201 OCT2025           | 300.00    |
| MASTERCARD                                 | Food Rebate - Water Break                        | 7.68-     |
| MASTERCARD                                 | heater for wlrc                                  | 80.99     |
| MASTERCARD                                 | Health Fair snacks                               | 75.64     |
| MASTERCARD                                 | Food - Water Break                               | 115.36    |
| MASTERCARD                                 | TIPS Training                                    | 499.00    |
| MASTERCARD                                 | Credit rewards                                   | 5,954.00- |
| MASTERCARD                                 | Expanding foam for Rodeo Vault                   | 19.97     |
| MASTERCARD                                 | Fraudulent Charges; See attached for more info   | 54.00     |
| MASTERCARD                                 | Phones All Dept                                  | 48.97     |
| MASTERCARD                                 | Phones All Dept                                  | 487.28    |
| MASTERCARD                                 | Phones All Dept                                  | 259.90    |
| MASTERCARD                                 | Phones All Dept                                  | 248.79    |
| MASTERCARD                                 | Phones All Dept                                  | 26.99     |
| MASTERCARD                                 | Phones All Dept                                  | 92.00     |
| MASTERCARD                                 | Parking for Convention                           | 52.00     |
| MASTERCARD                                 | Mouse for laptop                                 | 46.90     |
| MASTERCARD                                 | Meal for Training                                | 22.97     |
| MASTERCARD                                 | Meal for Training                                | 27.09     |
| MASTERCARD                                 | Training for staff to become TIPS trainers       | 499.00    |
| MASTERCARD                                 | Supplies                                         | 34.98     |
| MASTERCARD                                 | October 2nd set of BacT samples                  | 75.00     |
| MASTERCARD                                 | Parts to repair water shutoff                    | 85.23     |
| MASTERCARD                                 | shut off repairs                                 | 6.46      |

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|            |                                                    |          |
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| MASTERCARD | Travel                                             | 20.25    |
| MASTERCARD | Graphite Lubricant for paddle locks on Scada b     | 6.49     |
| MASTERCARD | Travel Protection                                  | 44.42    |
| MASTERCARD | Travel to be reimbursed by MADD                    | 609.35   |
| MASTERCARD | Subscription                                       | 1,247.40 |
| MASTERCARD | Job posting                                        | 199.00   |
| MASTERCARD | Candy for Halloween                                | 130.92   |
| MASTERCARD | Housekeeping supplies                              | 250.56   |
| MASTERCARD | Housekeeping Supplies                              | 75.92    |
| MASTERCARD | compression couplings and pit adaptors             | 112.24   |
| MASTERCARD | Hotel for WYOCMA conference                        | 179.98   |
| MASTERCARD | November 1st set of BacT sampling                  | 75.00    |
| MASTERCARD | Staples and Staple Gun                             | 50.36    |
| MASTERCARD | Minute Book                                        | 234.43   |
| MASTERCARD | Office Supplies                                    | 141.99   |
| MASTERCARD | Replacement Laptop                                 | 999.00   |
| MASTERCARD | filters for rural water house                      | 894.58   |
| MASTERCARD | Standing desk, Danielle accommodation              | 139.99   |
| MASTERCARD | Legal Minutes Book                                 | 234.47   |
| MASTERCARD | phone message form book                            | 7.78     |
| MASTERCARD | Bulk Candy for Halloween                           | 137.19   |
| MASTERCARD | leather gloves, new flag, calendars                | 431.91   |
| MASTERCARD | Suckers for Halloween Trick or Treating with LP    | 27.99    |
| MASTERCARD | post it notes for supply room                      | 69.15    |
| MASTERCARD | Rubber bands for supply room                       | 16.99    |
| MASTERCARD | Sticky notes - office supplies                     | 6.99     |
| MASTERCARD | pen supplies                                       | 4.75     |
| MASTERCARD | office and court supplies                          | 365.74   |
| MASTERCARD | 1/4in air fittings                                 | 17.48    |
| MASTERCARD | Replacement Laptops                                | 2,099.98 |
| MASTERCARD | shredding                                          | 75.00    |
| MASTERCARD | L18 business cards                                 | 51.00    |
| MASTERCARD | Recharge LP11 & 13 extinguishers chimney fire      | 82.00    |
| MASTERCARD | Prof Fees - LCCC                                   | 269.00   |
| MASTERCARD | Meal for training                                  | 16.10    |
| MASTERCARD | Dues                                               | 159.00   |
| MASTERCARD | Duty belt Wells                                    | 204.00   |
| MASTERCARD | tire lube                                          | 11.89    |
| MASTERCARD | Food For Training                                  | 23.58    |
| MASTERCARD | Dishwasher                                         | 454.00   |
| MASTERCARD | Paper                                              | 294.90   |
| MASTERCARD | AWS                                                | 23.99    |
| MASTERCARD | Digital Storage                                    | 21.62    |
| MASTERCARD | Refund for wrong charge on R1 light                | 120.33-  |
| MASTERCARD | Paper towels                                       | 210.90   |
| MASTERCARD | food for wb 2nd and Market                         | 99.37    |
| MASTERCARD | Storage                                            | 40.00    |
| MASTERCARD | Room for Water Conference in Laramie               | 321.44   |
| MASTERCARD | radio ear pieces                                   | 1,058.40 |
| MASTERCARD | disinfectant for ice skates lor grant              | 42.36    |
| MASTERCARD | Fuel in Laramie for Water Conference               | 63.94    |
| MASTERCARD | Acct #3024-9062730-001 OCT2025 Trash Re            | 166.88   |
| MASTERCARD | Acct #3024-9062730-001 OCT2025 Trash Re            | 181.97   |
| MASTERCARD | Acct #3024-9062730-001 OCT2025 Trash Re            | 159.37   |
| MASTERCARD | Acct #3024-9062730-001 OCT2025 Trash Re            | 1,036.12 |
| MASTERCARD | Acct #3024-9062730-001 OCT2025 Trash Re            | 765.02   |
| MASTERCARD | Google Workspace OCT2025                           | 1,059.58 |
| MASTERCARD | Google Workspace OCT2025                           | 1,059.58 |
| MASTERCARD | 36 PAIR OF FIGURE SKATES, LACES, TRAIN             | 5,469.37 |
| MASTERCARD | Repair kit for cylinder actuators for plant valves | 464.28   |

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|            |                                                   |          |
|------------|---------------------------------------------------|----------|
| MASTERCARD | meeting expense for retreat                       | 17.46    |
| MASTERCARD | Food purchase for WYOCMA conference travel        | 8.56     |
| MASTERCARD | fuel for WYOCMA conference                        | 47.10    |
| MASTERCARD | leak stop cement                                  | 62.98    |
| MASTERCARD | Snow poles for plowing snow in the winter         | 52.35    |
| MASTERCARD | sweeper tire                                      | 49.99    |
| MASTERCARD | cable clamps                                      | 5.52     |
| MASTERCARD | 4th Quarter WTP TOC Sampling                      | 179.00   |
| MASTERCARD | October Wastewater Sampling                       | 345.00   |
| MASTERCARD | October Wastewater Sampling                       | 345.00   |
| MASTERCARD | October Wastewater sampling                       | 345.00   |
| MASTERCARD | Food                                              | 7.56     |
| MASTERCARD | Supples                                           | 80.00    |
| MASTERCARD | Food                                              | 11.61    |
| MASTERCARD | Meal Training                                     | 25.52    |
| MASTERCARD | Shipping cost for two Reil Lights at the airport. | 205.22   |
| MASTERCARD | Supplies                                          | 29.83    |
| MASTERCARD | tpm sensors                                       | 122.50   |
| MASTERCARD | battery, wire, socket                             | 238.12   |
| MASTERCARD | Room for IACP                                     | 1,274.36 |
| MASTERCARD | v belt clipping belt                              | 37.39    |
| MASTERCARD | stock order                                       | 204.90   |
| MASTERCARD | Impact Socket - Water Dept.                       | 21.99    |
| MASTERCARD | battery                                           | 218.56   |
| MASTERCARD | New toggle switch for pump on the big red pum     | 54.39    |
| MASTERCARD | 4 Deep Cycle Marine Batteries for Dillion PRV S   | 553.20   |
| MASTERCARD | stock order                                       | 61.48    |
| MASTERCARD | bearings                                          | 26.96    |
| MASTERCARD | battery                                           | 218.56   |
| MASTERCARD | oil pressure switch                               | 41.30    |
| MASTERCARD | battery                                           | 218.56   |
| MASTERCARD | stock order                                       | 141.56   |
| MASTERCARD | oil stock                                         | 83.88    |
| MASTERCARD | Hydraulic fitting                                 | 46.44    |
| MASTERCARD | Parks Dept. - 4250 Tractor Parts                  | 30.24    |
| MASTERCARD | strobe light                                      | 95.38    |
| MASTERCARD | def for sewer jet                                 | 38.97    |
| MASTERCARD | socket and hammer for rehabbing effluent valve    | 50.23    |
| MASTERCARD | fuses, batteries                                  | 368.83   |
| MASTERCARD | oil filter                                        | 5.00     |
| MASTERCARD | tire lube                                         | 37.78    |
| MASTERCARD | valve stems                                       | 17.08    |
| MASTERCARD | hydrant repair kit                                | 342.90   |
| MASTERCARD | Acct #8313 30 043 0016823 Spectrum Phone          | 15.77    |
| MASTERCARD | Acct #8313 30 043 0151349 Spectrum Phone          | 131.13   |
| MASTERCARD | Lumen Phone Bill OCT2025 Acct#: 3338889           | 93.59    |
| MASTERCARD | Lumen Phone Bill OCT2025 Acct#: 3338889           | 216.77   |
| MASTERCARD | Lumen Phone Bill OCT2025 Acct#: 3338889           | 453.01   |
| MASTERCARD | Lumen Phone Bill OCT2025 Acct#: 3338889           | 132.36   |
| MASTERCARD | Lumen Phone Bill OCT2025 Acct#: 3338889           | 132.36   |
| MASTERCARD | ArcGis Licenses                                   | 950.00   |
| MASTERCARD | marking paint                                     | 21.98-   |
| MASTERCARD | marking paint                                     | 27.98    |
| MASTERCARD | AutoCAD Subscription                              | 2,870.00 |
| MASTERCARD | E-coli testing for Oct. 2025                      | 315.00   |
| MASTERCARD | safety gloves                                     | 7.80     |
| MASTERCARD | Hitch pin. Weidenman Leaf Sweeper                 | 12.59    |
| MASTERCARD | Vonage Phone OCT2025                              | 828.09   |
| MASTERCARD | Vonage Phone OCT2025                              | 828.08   |
| MASTERCARD | sign bolts                                        | 27.99    |

|                                                  |                                                   |                                      |                      |
|--------------------------------------------------|---------------------------------------------------|--------------------------------------|----------------------|
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| MASTERCARD                                       | Little League Reconstruction Project - 50 sticks  | 486.70                               |                      |
| MASTERCARD                                       | TIPS Commercial Trainer Certification Worksho     | 499.00                               |                      |
| MASTERCARD                                       | Esri Licensing - ArcGIS                           | 700.00                               |                      |
| MASTERCARD                                       | Food - Water Break                                | 96.09                                |                      |
| MASTERCARD                                       | Food - Water Break                                | 81.54                                |                      |
| MASTERCARD                                       | Parts to plumb filter valve to catwalk            | 139.77                               |                      |
| MASTERCARD                                       | Push on air fittings for big red pump truck       | 23.72                                |                      |
| Total MASTERCARD (327):                          |                                                   | 36,762.81                            |                      |
| MES SERVICE COMPANY LLC                          | Trak light for Bullard helmets - Never received a | 354.08                               |                      |
| MES SERVICE COMPANY LLC                          | SCBA adapter - Never received an invoice until    | 124.91                               |                      |
| MES SERVICE COMPANY LLC                          | SCBA bottle repair - Never received an invoice    | 632.80                               |                      |
| Total MES SERVICE COMPANY LLC (336):             |                                                   | 1,111.79                             |                      |
| METRON FARNIER                                   | stock meters                                      | 14,393.12                            |                      |
| METRON FARNIER                                   | Pay Estimate for Meter Project                    | 12,145.75                            |                      |
| Total METRON FARNIER (1451):                     |                                                   | 26,538.87                            |                      |
| MIDCO DIVING & MARINE SERVICES INC               | Cleaning and inspecting all the City's storage ta | 21,855.00                            |                      |
| Total MIDCO DIVING & MARINE SERVICES INC (1521): |                                                   | 21,855.00                            |                      |
| MIDLAND IMPLEMENT CO                             | Parks and Rec Replacement Sweeper                 | 44,145.00                            |                      |
| Total MIDLAND IMPLEMENT CO (341):                |                                                   | 44,145.00                            |                      |
| MISC ONE TIME VENDOR                             | REFUND - RENT DEPOSIT                             | 200.00                               |                      |
| Total MISC ONE TIME VENDOR (342):                |                                                   | 200.00                               |                      |
| NORCO INC                                        | Argon                                             | 40.67                                |                      |
| NORCO INC                                        | Acct #GT871 Cylinder Rental                       | 102.92                               |                      |
| Total NORCO INC (364):                           |                                                   | 143.59                               |                      |
| ONE CALL OF WYOMING                              | dig tickets for Oct. 2025                         | 92.40                                |                      |
| Total ONE CALL OF WYOMING (374):                 |                                                   | 92.40                                |                      |
| ONE STOP MARKET                                  | Paper Check Requested - \$25 gas gift cards for   | 375.00                               |                      |
| Total ONE STOP MARKET (1526):                    |                                                   | 375.00                               |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: 10.14.2025 Minutes                      | 923.00                               |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Surplus Property                        | 104.00                               |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Ordinance 2025-15                       | 91.00                                |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Ordinance 20215-16                      | 65.00                                |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Ordinance 2025-15                       | 91.00                                |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Ordinance 2025-16                       | 65.00                                |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad: Surplus Property                        | 208.00                               |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad - 10.30.2025 Minutes                     | 65.00                                |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad - 10.28.2025 Minutes                     | 624.00                               |                      |
| RANGER-JOURNAL-WIND RIVER NEWS                   | Legal Ad - Popo Agie River Park                   | 208.00                               |                      |
| Total RANGER-JOURNAL-WIND RIVER NEWS (287):      |                                                   | 2,444.00                             |                      |
| RDO EQUIPMENT CO                                 | Vehicle control unit                              | 1,133.86                             |                      |

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|                                              |                                                 |           |
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| Total RDO EQUIPMENT CO (1414):               |                                                 | 1,133.86  |
| RIVER OAKS COMMUNICATIONS CORP               | Franchise Attorney                              | 3,635.50  |
| Total RIVER OAKS COMMUNICATIONS CORP (1402): |                                                 | 3,635.50  |
| SHERIDAN MOTORS                              | Police Car                                      | 42,909.00 |
| SHERIDAN MOTORS                              | Police Car                                      | 42,909.00 |
| Total SHERIDAN MOTORS (1522):                |                                                 | 85,818.00 |
| SHIRTS & MORE                                | Years of Service Awards - Vests and Jackets - H | 234.00    |
| Total SHIRTS & MORE (458):                   |                                                 | 234.00    |
| SIMPLIFILE                                   | ACH filing fee Ordinance 2025 11                | 17.25     |
| SIMPLIFILE                                   | filing fees                                     | 26.25     |
| Total SIMPLIFILE (1192):                     |                                                 | 43.50     |
| STOTZ EQUIPMENT                              | bearing and pulley assembly                     | 119.98    |
| STOTZ EQUIPMENT                              | loader fuel seal kit, filter head, and filter   | 240.60    |
| Total STOTZ EQUIPMENT (824):                 |                                                 | 360.58    |
| STRIKE CONSULTING GROUP                      | McFarlane Dr Closeout                           | 2,356.25  |
| STRIKE CONSULTING GROUP                      | Stream Gauging Engineering                      | 1,268.75  |
| STRIKE CONSULTING GROUP                      | Meter Project Closeout                          | 1,305.00  |
| STRIKE CONSULTING GROUP                      | Flood Design Work                               | 32,153.50 |
| Total STRIKE CONSULTING GROUP (1112):        |                                                 | 37,083.50 |
| SUMMIT WEST CPA GROUP P.C.                   | City IT Support OCT2025                         | 697.24    |
| SUMMIT WEST CPA GROUP P.C.                   | City IT Support OCT2025                         | 697.24    |
| SUMMIT WEST CPA GROUP P.C.                   | 2024-2025 Audit Progress Billing                | 13,750.00 |
| SUMMIT WEST CPA GROUP P.C.                   | 2024-2025 Audit Progress Billing                | 13,750.00 |
| Total SUMMIT WEST CPA GROUP P.C. (1328):     |                                                 | 28,894.48 |
| TEAM LABORATORY CHEM LLC                     | sludge profile for a and b pond                 | 1,790.00  |
| Total TEAM LABORATORY CHEM LLC (493):        |                                                 | 1,790.00  |
| TERMINIX OF WYOMING                          | Bi-Annual Service                               | 550.00    |
| Total TERMINIX OF WYOMING (1311):            |                                                 | 550.00    |
| WALLER, TECIA                                | Maintenance at LCCC and City Hall               | 500.00    |
| WALLER, TECIA                                | Maintenance at LCCC and City Hall               | 3,400.00  |
| WALLER, TECIA                                | Maintenance at LCCC and City Hall               | 500.00    |
| Total WALLER, TECIA (1333):                  |                                                 | 4,400.00  |
| WAM - WCCA                                   | WAM Winter Conference Registration              | 270.00    |
| Total WAM - WCCA (546):                      |                                                 | 270.00    |
| WESTERN LAW ASSOCIATES                       | Professional Services NOV2025                   | 3,014.86  |

|                                          |                                                |              |
|------------------------------------------|------------------------------------------------|--------------|
| Total WESTERN LAW ASSOCIATES (559):      |                                                | 3,014.86     |
| WESTERN PRINTING CO.                     | Chamber Inserts for Light Up Lander - Printing | 212.21       |
| WESTERN PRINTING CO.                     | Water Bills - NOV2025                          | 703.65       |
| Total WESTERN PRINTING CO. (560):        |                                                | 915.86       |
| WHITING LAW PC                           | Professional Services - NOV2025                | 752.50       |
| Total WHITING LAW PC (564):              |                                                | 752.50       |
| WILLIAM H SMITH & ASSOC                  | ROW Analysis of Baldwin Creek                  | 1,300.00     |
| WILLIAM H SMITH & ASSOC                  | Baldwin Creek Design and Plat                  | 2,077.50     |
| WILLIAM H SMITH & ASSOC                  | 9th Street Intersection Design                 | 645.00       |
| WILLIAM H SMITH & ASSOC                  | Lincoln Street Const Eng                       | 37,632.50    |
| WILLIAM H SMITH & ASSOC                  | Materials Testing - Lincoln Street             | 8,465.00     |
| WILLIAM H SMITH & ASSOC                  | Lincoln Street Materials Testing               | 9,585.00     |
| Total WILLIAM H SMITH & ASSOC (1058):    |                                                | 59,705.00    |
| WYDOT - FINANCIAL SERVICES               | OCT2025 Fuel                                   | 3,469.96     |
| WYDOT - FINANCIAL SERVICES               | OCT2025 Fuel                                   | 275.29       |
| WYDOT - FINANCIAL SERVICES               | OCT2025 Fuel                                   | 1,734.98     |
| WYDOT - FINANCIAL SERVICES               | OCT2025 Fuel                                   | 1,734.97     |
| Total WYDOT - FINANCIAL SERVICES (606):  |                                                | 7,215.20     |
| WYDOT - FUEL TAX DIVISION                | Renewal Fee                                    | 50.00        |
| Total WYDOT - FUEL TAX DIVISION (1358):  |                                                | 50.00        |
| WYOGGLASS LLC                            | windshield                                     | 636.51       |
| Total WYOGGLASS LLC (1370):              |                                                | 636.51       |
| WYOMING ASSN OF RURAL WATER              | rural water membership                         | 505.00       |
| Total WYOMING ASSN OF RURAL WATER (598): |                                                | 505.00       |
| WYOMING RETIREMENT SYSTEM                | Firefighter retirement system                  | 693.75       |
| Total WYOMING RETIREMENT SYSTEM (614):   |                                                | 693.75       |
| WYOMING SIGNS LLC                        | Park Shelter Grill Signage - Thank You         | 92.67        |
| WYOMING SIGNS LLC                        | LOR Thank You Signage - Welcome Center Dri     | 155.43       |
| Total WYOMING SIGNS LLC (1441):          |                                                | 248.10       |
| Grand Totals:                            |                                                | 1,049,255.59 |

Report GL Period Summary

|                               |   |
|-------------------------------|---|
| Vendor number hash:           | 0 |
| Vendor number hash - split:   | 0 |
| Total number of invoices:     | 0 |
| Total number of transactions: | 0 |



November 26, 2025 Net Payroll  
\$ 242,268.98

| Transmittals                                    |              |
|-------------------------------------------------|--------------|
| Aflac                                           | \$ 467.29    |
| Child Support                                   | \$ 1,554.50  |
| Colonial Life                                   | \$ 232.55    |
| Payroll Taxes                                   | \$ 84,097.02 |
| Fascorp - Deferred Comp                         | \$ 7,340.00  |
| NCPERS - Prudential Life                        | \$ 128.00    |
| Trustmark Insurance Benefits                    | \$ 379.66    |
| WEBT - WY Educators Benefit Trust (Health Ins.) | \$ 83,453.79 |
| Workers Comp                                    | \$ 5,228.18  |
| Wyoming Retirement System                       | \$ 63,580.45 |

Part time employee gross wages by department for the pay period 10/19/2025 – 11/18/2025

Cemetery = \$2,088.00

City Hall = \$661.50

Municipal Court = \$1,020.60

Parks - \$0

Police = \$1,221.00

Weed & Pest = \$1,793.00

# ORDINANCE 2025-09

**AN ORDINANCE REZONING ORIGINAL TOWN OF LANDER, BLOCK 29  
LOTS 5-10 from R-5 Multi-Family Residential District to C- Commercial District**

**WHEREAS**, there has been a request to rezone a parcel of property which is described as follows:

Original Town of Lander, Block 29, Lots 5-10, commonly known as 569 Garfield, within the City of Lander, Fremont County Wyoming, and

**WHEREAS**, Section 4-7-2 of the City Municipal Code authorizes the City of Lander Planning Commission “To hear and make recommendations to the City Council on rezoning applications ensuring that the application is consistent with the adopted Master Plan.”

**WHEREAS**, the planning commission reviewed the rezoning request on August 7, 2025, at a public hearing and found the request to be in concert with the adopted 2025 Master Plan and therefore recommends approval of the rezoning by a unanimous vote; and

**WHEREAS**, the Governing Body of the City of Lander, Wyoming conducted a public hearing on the first reading of this ordinance August 26, 2025, in accordance with City Code Section 4-8-5 on the requested changes to the zoning map as described herein and as shown on Exhibit “A”; and,

**NOW THEREFORE, BE IT ORDAINED** that the Governing Body of the City of Lander, Wyoming approves the requested rezoning for the property legally described above from R-5 Multi-Family Residential District to C - Commercial District as illustrated on Exhibit A attached hereto and incorporated herein.

**BE IT FURTHER ORDAINED**, that this ordinance shall take effect from and after its passage, approval and publication as required by law and the ordinances of the City of Lander and be reflected on the City of Lander District Zoning Map.

PASSED ON FIRST READING August 26, 2025

PASSED ON SECOND READING September 16, 2025

PASSED ON THIRD READING

PASSED, ADOPTED AND APPROVED by the Mayor and City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

THE CITY OF LANDER  
A Municipal Corporation

By \_\_\_\_\_  
Missy White, Mayor

ATTEST:

Rachelle Fontaine, City Clerk

STATE OF WYOMING           )  
COUNTY OF FREMONT         ) ss.

# CERTIFICATE

I hereby certify that on following passage, adoption and approval of Ordinance 2025-9, Missy White, the duly elected, qualified and acting Mayor of the City of Lander, issued this proclamation and said ordinance was published at least once in the Lander Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being \_\_\_\_\_, 2025.

Rachelle Fontaine, City Clerk

**ORDINANCE NO. 2025-16**  
**AN ORDINANCE REPEALING TITLE 3 “ADOPTION AND ENFORCEMENT OF**  
**UNIFORM CODES AND STANDARDS FOR MOBILE AND MODULAR**  
**BUILDINGS” AND ENACTING TITLE 3 “BUILDINGS AND CONSTRUCTION”**  
**OF THE LANDER MUNICIPAL CODE**

WHEREAS, the City Council of the City of Lander, Wyoming, desires to modernize and consolidate its building regulations; and

WHEREAS, the prior Title 3 addressed only mobile and modular buildings and no longer reflects the comprehensive building standards necessary to ensure the health, safety, and welfare of the public; and

WHEREAS, the City Council finds it necessary to repeal the outdated provisions and replace them with a comprehensive code addressing all aspects of buildings and construction within the City of Lander;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANDER, WYOMING:

**SECTION 1. REPEAL.**

Title 3 of the Lander Municipal Code, titled *“Adoption and Enforcement of Uniform Codes and Standards for Mobile and Modular Buildings,”* and all sections and subsections therein, are hereby repealed in their entirety.

**SECTION 2: ENACTMENT OF NEW TITLE 3.**

A new Title 3 of the Lander Municipal Code, titled “Buildings and Construction,” is hereby enacted to read as follows:

**Chapter 3.04 - GENERAL PROVISIONS**

**3.04.10 - Purpose—Authority—General provisions.**

- A. The purpose of this title is to establish regulations and procedures for reviewing, licensing and administering building construction operations; contractor and trades, and related activities within the city.
- B. Pursuant to authority granted cities and towns by Wyo. Stat. Section 3-1-103(a)(xxiv-xxvii), building activities within the city will be required to comply with the provisions of this title and specific technical codes, standards and guidelines which have been adopted by the governing body, as amended, as set forth within this title and made a part of in their entirety.
- C. The city's chief building official is authorized and directed to interpret and enforce the applicable provisions of this title.

**Chapter 3.08 - INTERNATIONAL BUILDING CODE**

**3.08.010 - International Building Code**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Building Code, 2024 Edition, as published by the International Code Council, Inc., including Appendices A, B, G, H, I, J, K and N.

**3.08.20 - Amendments.**

The International Building Code adopted in Section [3.08.010](#) above is amended as follows:

- A. Section 101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]

- B. Section 101.4.6 Repeal Enforcing the Energy Conservation Code
- C. Section 103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT for [NAME OF DEPARTMENT]
- D. Section 1612.3. Insert: CITY OF LANDER, 8-23-2011 for [NAME OF JURISDICTION, DATE OF ISSUANCE]
- E. Section B101.3.Insert: 2 for [NUMBER OF YEARS]
- F. Section G101.5. Insert: Building Official and/or City Engineer for [JURISDICTION’S SELECTED POSITION TITLE]
- G. Section G103.2. Insert: 8-23-2011 for [DATE]

Chapter 3.09 - INTERNATIONAL EXISTING BUILDING CODE

3.09.10 - International Existing Building Code

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Existing Building Code, 2024 Edition, as published by the International Code Council, Inc.

3.09.20 - Amendments.

The International Existing Building Code adopted in Section [3.09.010](#) above is amended as follows:

- A. Section 101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]
- B. Section 103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT
- C. Section D101.3. Insert: 2 for [NUMBER OF YEARS]

Chapter 3.10 - INTERNATIONAL RESIDENTIAL CODE

3.10.10 - International Residential Code

A document, being marked and designated as provided in this section and of which one copy of which is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Residential Code, 2024 Edition, as published by the International Code Council, Inc., including Appendices AA, BA, BB, BC, BE, BJ, BO, CA, and CD.

3.10.20 - Amendments.

The International Residential Code adopted in Section [3.10.010](#) above is amended as follows:

- A. Section R101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]
- B. Section R103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT for [NAME OF DEPARTMENT]
- C. Table R301.2. Jurisdictions to fill in details as directed by provisions of the code.
- D. Section R313.2 – Exclude One and Two Family dwellings automatic fire systems.
- E. Section P2603.5.1. Insert: 24 inches and 60 inches for the [NUMBER OF INCHES IN TWO LOCATIONS]
- F. Section AA101.3. Insert: 2 for [NUMBER OF YEARS]

Chapter 3.12 - INTERNATIONAL PLUMBING CODE

3.12.10 - International Plumbing Code

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Plumbing Code, 2024 Edition, as published by the International Code Council, Inc., including Appendices B, C, D, AND E.

3.12.20 - Amendments.

The International Plumbing Code adopted in Section [3.12.10](#) above is amended as follows:

- A. Section 101.1. Insert: The City of Lander; for CITY OF LANDER for [NAME OF JURISDICTION].
- B. Section 103.1. Insert: [NAME OF DEPARTMENT] CITY OF LANDER BUILDING DEPARTMENT
- C. Section 114.4. Insert: [OFFENSE, DOLLAR AMOUNT, NUMBER OF DAYS]  
As set forth in the City of Lander Fee Schedule
- D. Section 305.4.1. Insert: 24 inches and 60 inches [NUMBER OF INCHES IN TWO LOCATIONS]
- D. Section 903.1.1. Insert: 24 inches [NUMBER OF INCHES]
- E. Section F101.3. Insert 2 years [NUMBER OF YEARS]

**Chapter 3.14- International Fire Code**

**3.14.10 International Fire Code**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Fire Code, 2024 Edition, as published by the International Code Council, Inc.

**31.14.20 Amendments**

The International Fire Code adopted in Section [3.14.010](#) above is amended as follows:

- A. Section 101.1. Insert: The City of Lander; for CITY OF LANDER for [NAME OF JURISDICTION].
- B. Section 103.1. Insert: [NAME OF DEPARTMENT] CITY OF LANDER BUILDING DEPARTMENT
- C. Section 113.4. Insert: [OFFENSE, DOLLAR AMOUNT, NUMBER OF DAYS]  
As set forth in the City of Lander Fee Schedule
- D. Section 1103.5.3. Insert: 01/01/2027[Date by which Sprinkler systems to be installed]
- F. Section A101.3 Insert: 2 years [NUMBER OF YEARS]

**Chapter 3.16 - INTERNATIONAL MECHANICAL CODE**

**3.16.10 - International Mechanical Code**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Mechanical Code, 2024 Edition, as published by the International Code Council, Inc., including Appendix A.

**3.16.20 - Amendments.**

The International Mechanical Code adopted in Section [3.16.010](#) above is amended as follows:

- A. Section 101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]
- B. Section 103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT for [NAME OF DEPARTMENT]
- C. Section 114.4. Insert as set forth in the City of Lander Fee Schedule: [OFFENSE, DOLLAR AMOUNT, NUMBER OF DAYS]
- D. Section C101.3. Insert: 2 for [NUMBER OF YEARS]

**Chapter 3.20 - NATIONAL ELECTRICAL CODE**

**3.20.010 - National Electrical Code**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
National Electrical Code, 2023 Edition, as published by the National Fire Protection Association, Inc.

**3.20.020 - Amendments.**

The National Electrical Code adopted in Section [3.20.010](#) of this chapter is amended as follows:

Article 230.70(A)(1) is amended by the addition of a second sentence to read as follows:

Service disconnecting means must be located immediately behind metering equipment or directly adjacent to metering equipment.

**Chapter 3.22 - INTERNATIONAL FUEL GAS CODE**

**3.22.010 - International Fuel Gas Code**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Fuel Gas Code, 2024 Edition, as published by the International Code Council, Inc., including Appendices A, B and C.

**3.22.020 - Amendments.**

The International Fuel Gas Code adopted in Section [3.22.010](#) above is amended as follows:

- A. Section 101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]
- B. Section 103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT for [NAME OF DEPARTMENT]
- C. Section 113.4. Insert: As set forth in the City of Lander Fee Schedule [SPECIFY OFFENSE] [AMOUNT] [NUMBER OF DAYS]
- D. Section D101.3. Insert: 2 for [NUMBER OF YEARS]

**Chapter 3.24 - INTERNATIONAL PROPERTY MAINTENANCE CODE**

**3.24.010 - International Property Maintenance Code—Adopted.**

A document, being marked and designated as provided in this section and of which one copy is on file in the office of the city clerk and open for inspection of the public, is adopted and made a part hereof as if fully set out in this chapter:  
International Property Maintenance Code, 2024 Edition, as published by the International Code Council, Inc.

**3.24.20 - Amendments.**

The code adopted in Section [3.24.010](#) above is amended as follows:

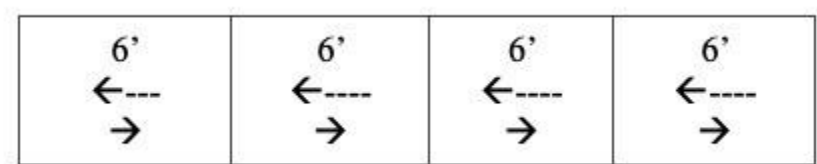
- A. Section 101.1. Insert: CITY OF LANDER for [NAME OF JURISDICTION]
- B. Section 103.1. Insert: CITY OF LANDER BUILDING DEPARTMENT for [NAME OF DEPARTMENT]
- C. Section 302.4. Insert: 12 " [HEIGHT IN INCHES]
- D. Section B101.3. Insert 2 for [NUMBER OF YEARS]

**~~Chapter 3.26 – Standards For Mobile Homes~~**

~~Not more than 45 days after issuance of a placement permit as provided in Section 3.26, every mobile home for which a placement permit is required by such Section shall comply with the following conditions:~~

- ~~A. The mobile home shall be placed on a permanent foundation, approved by the administrative authority before placement of the mobile home, and consisting of double stacked 8x8x16 blocks and a minimum 2' concrete cap and one of the following:~~
- ~~1. A continuous 4" deep concrete pad under the entire mobile home;~~
  - ~~2. A continuous 4" deep x 8" wide concrete runner placed under each I-beam support;~~
  - ~~3. A perimeter footing and foundation built to conform to the adopted building code of the City of Lander; or~~
  - ~~4. 24" x 24" x 6" concrete piers placed under the I beams at intervals not greater than 10 feet;~~
  - ~~5. Approved 24" x24" ABS pads~~
- ~~B. The mobile home shall be skirted around its entire perimeter and water pipes shall be wrapped with heat tape or skirting shall be insulated to an "R" factor of nine.~~

Grooved Top Rail



~~Minimum of 1x2 framing;  
Bottom rail staked every 4' with 12" stakes~~

~~Minimum acceptable skirting requirements shall consist of masonry, masonite, aluminum, or wood or other comparable material approved by the administrative authority. Masonry shall be installed by customary methods with suitable mortar used as the adhesive agent. Masonite, wood, or aluminum skirting shall be installed as follows:~~

- ~~1. A top and bottom rail consisting of 1x2 wood stringers or equivalent. The top rail shall be attached with bolts or screws to the mobile home bottom. The bottom rail shall be attached to ground support stakes, which will be a minimum of 12" in length and spaced at four foot maximum spacing.~~
  - ~~2. Vertical 1x2 wood stringers or equivalent attached to the top and bottom rail by means of bolts or screws. Vertical stringers will be installed at a maximum of every six feet.~~
  - ~~3. Skirting material firmly fastened to the top and bottom rails as well as the vertical stringers by means of bolts or screws.~~
- ~~C. The mobile home shall be securely attached to the ground and ground anchors by not less than six tie-downs. Each tie-down shall be connected to a ground anchor capable of withstanding a minimum uplift of 5,000 pounds, with one tie-down connected to each corner.~~
- ~~D. The mobile home shall have the tongue, hitch, or other hauling apparatus adequately camouflaged so as not to detract from the overall appearance of the mobile home or the surrounding areas.~~
- ~~E. The mobile home shall be properly connected to all utilities according to the adopted codes of the City.~~
- ~~F. The mobile home shall conform to all requirements of the City Zoning Ordinance.~~
- ~~G. The mobile home shall conform to the adopted building code of the City concerning live loads, snow loads, and wind loads.~~

~~H. The mobile home shall have a roof system capable of withstanding a 20 pound per square foot uplift condition without buckling, flexing, or other objectionable movement. The use of externally applied weights, whether permanent or temporary, will not be allowed.~~

- ~~1. Compliance with structural standards of this ordinance shall be evidenced at the owner's or manufacturer's expense by the signature of a registered professional engineer or the signature of an authorized representative of the manufacturer of the mobile home. The administrative authority may require any information he deems necessary from the manufacturer or owner of the mobile home for which a placement permit is being requested in order to determine if said mobile home is in compliance with this ordinance. The administrative authority, prior to the occupancy of the mobile home, may inspect such mobile home to determine if such occupancy for permanent living quarters complies with all provisions of this ordinance.~~
- ~~2. There shall be no storage of combustible material underneath any mobile home.~~
- ~~3. Public services shall not be extended to mobile homes hereafter located in the City unless said mobile home has been issued a mobile home placement permit by the administrative authority.~~
- ~~4. Every mobile home, accessory building or structure except awnings shall be constructed in accordance with the applicable provisions of the adopted building codes of the City, and shall be free standing and self-supporting and anchored to the mobile home except when constructed in conjunction with a ramada. Each room in a cabana shall have access to at least one exterior door opening to the outside without passing through the mobile home. A roof of a ramada shall have a minimum of two feet clearance over any fuel-burning appliance vent or plumbing vent, unless such vent extends through the roof of a ramada.~~
- ~~5. Travel trailers, motor homes, or truck campers may not be used as permanent dwellings units or other permanent uses on private lots within the City.~~
- ~~6. A mobile home shall not be placed on the same lot with another mobile home or another residential unit.~~
- ~~7. Mobile homes located in designated mobile home subdivisions shall be exempt from 3.26 (A).~~
- ~~8. For the purpose of this Section 3.26, the following words shall have these meanings:~~

~~**ACCESSORY BUILDING** Any awning, carport, cabana, storage cabinet, utility building, ramada, fence, windbreak, porch, or factory-built addition.~~

~~**AWNING** A shade structure supported by posts or columns and partially supported by a mobile home, installed, erected, or used on a mobile home.~~

~~**CABANA** A room enclosure erected or constructed adjacent to a mobile home for residential use by the occupant of the mobile home.~~

~~**DEAD LOAD** The weight of all permanent construction, including walls, floors, partitions, and fixed service equipment.~~

~~**GROUND ANCHORS** Devices placed in the ground such as cast-in-place concrete "dead men" eyelets embedded in concrete slabs, or runways, screw augers, arrowhead anchors, or other devices used to connect tie-downs to stabilize mobile homes.~~

~~**LIVE LOAD** The weight superimposed by the use and occupancy of the mobile home including wind load and snow load but not including dead load.~~

~~**LOT** A parcel of land under one ownership with a single legal description, used or capable of being used under the regulations of this ordinance and the City Zoning Ordinance, including both the building site and all required yards and other open space.~~

~~**MOBILE HOME**—A singular prefabricated structure designed for transportation after fabrication on streets and highways on its own wheels and chassis and arriving at the site where it is to be occupied as a dwelling complete and ready for assembly operations, for living and sleeping quarters also includes trailer homes and mobile homes used for any purpose.~~

~~**MOBILE HOME PARK**—A parcel or contiguous parcels of land under one ownership which has been so designated and improved that it contains two or more mobile home lots for residential use.~~

~~**PERMANENT DWELLING OR PLACE OF BUSINESS**—Any unit used for dwelling or business occupancy over five days in any month or over 30 days in any calendar year.~~

~~**RAMADA**—Any free standing roof or shade structure installed or erected above an occupied mobile home or any portion thereof.~~

~~**"R" FACTOR**—The thermal resistance of a material.~~

~~**SITE**—Any lot or parcel of property located in the City where the structure is to be located.~~

~~**SKIRTING**—Any type of wainscoting around the lower part of mobile homes between the ground and the exterior edge of the bottom of the mobile home, covering wheels and undercarriage.~~

~~**SNOW LOADS**—The weight superimposed upon the roof by the accumulation of snow and other precipitation.~~

~~**TIE-DOWNS**—Any device designed for the purpose of anchoring a mobile home to ground anchors.~~

~~**TRAVEL TRAILER, MOTOR HOMES, TRUCK CAMPERS**—Any unit designed for movement on a roadway by the use of wheels 8'0" or under in width or 32'0" or under in length and not used as a permanent dwelling or office.~~

~~**WIND LOADS**—The lateral or vertical pressure or uplift on the mobile home due to wind blowing in any direction.~~

~~**3.28 Standards For Modular And Manufactured Buildings**~~

- ~~A. All modular or manufactured buildings located on private lots within the City shall comply with the following requirements not more than 45 days after issuance of a placement permit as provided in Section 3-1-5:~~
- ~~1. It is built on a permanent chassis and designed to be used with a permanent foundation when connected to utilities and which is constructed certified and labeled in accordance with current HUD manufactured home standards or meets all requirements of the adopted building code of the City;~~
  - ~~2. It is placed on a permanent footing, foundation that complies with the IBC with the lower perimeter enclosed;~~
  - ~~3. It has a lower perimeter enclosure which:~~
    - ~~a. meets or is attached to the lower outside edge of the manufactured home; and~~
    - ~~b. is designed to extend the vertical plane of each exterior wall of the manufactured home from its lower outside edge to the finished grade of the ground;~~
  - ~~4. It has a means of access to the undercarriage of the home by an opening of not less than five square feet, through the exterior enclosure or foundation which meets the exterior design or trim of the manufactured home;~~
  - ~~5. Any material which is used to enclose the lower perimeter is designed and constructed to withstand the effects of wind, soil pressures, decay, termites and to prevent entry by rodents;~~
  - ~~6. All tongues, towing devices, undercarriage support structure used solely for transportation to the site and wheels have been removed from the lot or camouflaged with the lot on which the manufactured home is situated;~~

- ~~7. The specifications and plans for the design and construction of the foundation and utilities have been filed with and permitted by the building official;~~
- ~~8. All lower perimeter enclosures, decks, walks, steps, handrails, sheds and accessory buildings have been permitted, inspected and approved by the building official;~~
- ~~9. It has permanent connections to all utilities;~~
- ~~10. All utility shutoff valves, meters and regulators are located somewhere other than underneath the structure;~~
- ~~11. A permanent method of anchorage capable of withstanding an uplift pressure of 150 pounds per lineal foot of foundation wall between the building system and the foundation or footing;~~
- ~~12. As used in this Section 3.28, "modular buildings" or "manufactured homes" shall mean a structure composed of two or more pre-assembled major building sections, fabricated at some location other than the site, which are designed as dependent units that must be joined at the site to form a usable, single, unified structure. The joining of two independent, self-contained structures or any one independent structure, shall not constitute a modular building. A modular or manufactured home shall not include a mobile home.~~
- ~~B. As used in this Section 3.28, "modular buildings" shall mean a structure composed of two or more pre-assembled major building sections, fabricated at some location other than the site, which are designed as dependent units that must be joined at the site to form a usable, single, unified structure. The joining of two independent, self-contained structures, or any one independent structure, shall not constitute a modular building.~~

**~~3.30 Mobile Home, Manufactured Home And Modular Building Placement Permits~~**

- ~~A. No person shall set up, locate, or replace a mobile home, manufactured home or modular building, as defined in Section 3.26 and 3.28, on private land in the City, or cause the same to be done, without first obtaining a permit from the proper administrative authority. An applicant for a permit shall provide the administrative authority with such written information as the authority may require to fulfill his duty to enforce any applicable codes or standards. Fees shall be according to the City of Lander Fee Schedule.~~
- ~~B. The administrative authority may issue a temporary mobile home placement permit during construction of a permanent facility when all of the following conditions are met:
  - ~~1. the mobile home will not be used as a dwelling;~~
  - ~~2. the mobile home is located on the same lot as the construction; and~~
  - ~~3. the mobile home shall be removed within 10 days of issuance of the occupancy permit.~~~~

~~A temporary placement permit will be exempt from Section 3.26 and shall be valid for not more than six months from date of issuance. A temporary placement permit may be renewed at the discretion of the administrative authority.~~

**Chapter 3.32 Flood Damage Prevention**

**3.32.010 - Statutory Authorization**

The Legislature of the State of Wyoming has in Wyoming State Statute 15-1-103 delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the Governing Body of the City of Lander, Wyoming, does ordain as follows:

**3.32.020 Flood Damage**

- A. The flood hazard areas of Lander, Wyoming are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption

of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.

- B. These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazards areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, flood proofed or otherwise protected from flood damage.

3.32.030 Statement Of Purpose

It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- F. Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
- G. Ensure that potential buyers are notified that property is in a flood area.

3.32.040 Methods Of Reducing Flood Losses

In order to accomplish its purposes, this ordinance uses the following methods:

- A. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
- B. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- C. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
- D. Control filling, grading, dredging and other development which may increase flood damage;
- E. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

3.32.050 Definitions

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

**ALLUVIAL FAN FLOODING** - means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.

**APEX** - means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

**AREA OF SHALLOW FLOODING** - means a designated AO, AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent chance or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**AREA OF SPECIAL FLOOD HAZARD** - is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM).

After detailed ratemaking has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AE, AH, AO, A1-99, VO, V1-30, VE or V.

**BASE FLOOD** - means the flood having a one percent chance of being equaled or exceeded in any given year.

**BASEMENT** - means any area of the building having its floor sub-grade (below ground level) on all sides.

**CRITICAL FEATURE** - means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

**DEVELOPMENT** - means any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

**ELEVATED BUILDING** - means a non-basement building (i) built, in the case of a building in Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, or in the case of a building in Zones V1-30, VE, or V, to have the bottom of the lowest horizontal structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water and (ii) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters. In the case of Zones V1-30, VE, or V, "elevated building" also includes a building otherwise meeting the definition of "elevated building," even though the lower area is enclosed by means of breakaway walls if the breakaway walls met the standards of Section 60.3(e)(5) of the National Flood Insurance Program regulations.

**EXISTING CONSTRUCTION** - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date.

"Existing construction" may also be referred to as "existing structures."

**EXISTING MANUFACTURED HOME PARK OR SUBDIVISION** - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

**EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR**

**SUBDIVISION** - Means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

**FLOOD OR FLOODING** - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

1. the overflow of inland or tidal waters.
2. the unusual and rapid accumulation or runoff of surface waters from any source.

**FLOOD INSURANCE RATE MAP (FIRM)** - means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

**FLOOD INSURANCE STUDY** - is the official report provided by the Federal Emergency Management Agency. The report contains flood profiles, water surface elevation of the base flood, as well as the Flood Boundary-Floodway Map.

**FLOODPLAIN OR FLOOD-PRONE AREA** - means any land area susceptible to being inundated by water from any source (see definition of flooding).

**FLOODPLAIN MANAGEMENT** - means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

**FLOODPLAIN MANAGEMENT REGULATIONS** - means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations,

in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**FLOOD PROTECTION SYSTEM** - means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

**FLOOD PROOFING** - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

**FLOODWAY (REGULATORY FLOODWAY)** - means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

**FUNCTIONALLY DEPENDENT USE** - means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

**HIGHEST ADJACENT GRADE** - means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. X.

**HISTORIC STRUCTURE** - means any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:
  - a. by an approved state program as determined by the Secretary of the Interior or;
  - b. directly by the Secretary of the Interior in states without approved programs.

**LEVEE** - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

**LEVEE SYSTEM** - means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

**LOWEST FLOOR** - means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building accessory storage in an area other than a basement area is not considered a building's lowest floor; **provided** that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood insurance Program regulations.

**MANUFACTURED HOME** - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

**MANUFACTURED HOME PARK OR SUBDIVISION** - means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

**MEAN SEA LEVEL** - means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

**NEW CONSTRUCTION** - means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

**NEW MANUFACTURED HOME PARK OR SUBDIVISION** - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

**RECREATIONAL VEHICLE** - means a vehicle which is:

- 1. built on a single chassis;
- 2. 400 square feet or less when measured at the largest horizontal projections;
- 3. designed to be self-propelled or permanently towable by a light duty truck; and
- 4. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

**START OF CONSTRUCTION** - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**STRUCTURE** - means a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

**SUBSTANTIAL DAMAGE** - means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**SUBSTANTIAL IMPROVEMENT** - means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

- 1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary conditions or
- 2. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**VARIANCE** - is a grant of relief to a person from the requirement of this ordinance when specific enforcement would result in unnecessary hardship. A variance, therefore, permits construction or development in a manner otherwise prohibited by this ordinance. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.).

**VIOLATION** - means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of

compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d) (3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

**WATER SURFACE ELEVATION** - means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

**3-32.603-10-3 General Provisions**

- A. **LANDS TO WHICH THIS ORDINANCE APPLIES** - The ordinance shall apply to all areas of special flood hazard within the jurisdiction of Lander, Wyoming.
- B. **BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD**  
The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Fremont County and Incorporated Areas," dated September 16, 2011 with accompanying Flood Insurance Rate Maps (FIRM ) and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.
- C. **ESTABLISHMENT OF DEVELOPMENT PERMIT** - A Development Permit shall be required to ensure conformance with the provisions of this ordinance.
- D. **COMPLIANCE** - No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.
- E. **ABROGATION AND GREATER RESTRICTIONS** - This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
- F. **INTERPRETATION** - In the interpretation and application of this ordinance, all provisions shall be:
  - 1. considered as minimum requirements;
  - 2. liberally construed in favor of the governing body; and
  - 3. deemed neither to limit nor repeal any other powers granted under State statutes.
- G. **WARNING AND DISCLAIMER OR LIABILITY** - The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by manmade or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder.
- H. **SEVERABILITY** - This ordinance is hereby declared to be severable. Should any portion of this ordinance be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of the ordinance before the declaration of partial invalidity.

**3-32.0703-10-4 Administration**

- A. **Designation of the Floodplain Administrator** - The Building Official Inspector and/or City Engineer is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR (National Flood Insurance Program Regulations) pertaining to floodplain management.
- B. **Duties & Responsibilities Of The Floodplain Administrator**  
Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:
  - 1. Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.

- 2. Review permit application to determine whether proposed building site, including the placement of manufactured homes, will be reasonably safe from flooding.
- 3. Review, approve or deny all applications for development permits required by adoption of this ordinance.
- 4. Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.
- 5. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.
- 6. Notify, in riverine situations, adjacent communities and the State Coordinating Agency which is the Wyoming Office of Homeland Security, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.
- 7. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- 8. When base flood elevation data has not been provided in accordance with Article 3, Section B, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Article 5.
- 9. When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
- 10. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that the community **first** applies for a conditional FIRM revision through FEMA (Conditional Letter of Map Revision).

**3-32-080 PERMIT PROCEDURES**

- A.. Application for a Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:
  - 1. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
  - 2. Elevation in relation to mean sea level to which any nonresidential structure shall be Flood proofed;
  - 3. A certificate from a registered professional engineer or architect that the nonresidential Flood proofed structure shall meet the flood proofing criteria of Article 5, Section B(2);
  - 4. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.
  - 5. Maintain a record of all such information in accordance with Article 4, Section (B)(1).

- B .Approval or denial of a Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:
1. The danger to life and property due to flooding or erosion damage;
  2. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
  3. The danger that materials may be swept onto other lands to the injury of others;
  4. The compatibility of the proposed use with existing and anticipated development;
  5. The safety of access to the property in times of flood for ordinary and emergency vehicles;
  6. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
  7. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;
  8. The necessity to the facility of a waterfront location, where applicable;
  9. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
  - 10.The relationship of the proposed use to the comprehensive plan for that area.

**3-32-090. VARIANCE PROCEDURES –**

- A. The appeal Board as established by the community shall hear and render judgement on requests for variances from the requirements of this ordinance.
- B. The Appeal Board shall hear and render judgement on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.
- C. Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision in the courts of competent jurisdiction.
- D. The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.
- E. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this ordinance.
- F. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section C(2) of this Article have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.
- G. Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (Article 1, Section C).
- H. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- I. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- J. Prerequisites for granting variances:
  1. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
  2. Variances shall only be issued upon:

- (a) showing a good and sufficient cause;
  - (b) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and
  - (c) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- 3. Any application to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.
- K. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that:
  - 1. The criteria outlined in Article 4, Section D(1)-(9) are met, and
  - 2. The structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

**3-32-1003-10-5 Provisions For Flood Hazard Reduction**

- A. **GENERAL STANDARDS** - In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:
  - 1. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
  - 2. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
  - 3. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
  - 4. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
  - 5. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
  - 6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,
  - 7. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
- B. **SPECIFIC STANDARDS** - In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) Article 3, Section B, (ii) Article 4, Section B(8), or (iii) Article 5, Section C(3), the following provisions are required:
  - 1. **Residential Construction** - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to or above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Article 4, Section C(1)a., is satisfied.
  - 2. **Nonresidential Construction** - new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to or above the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable

to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are flood proofed shall be maintained by the Floodplain Administrator.

3. **Enclosures** - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

- a. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
- b. The bottom of all openings shall be no higher than one foot above grade.
- c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

4. **Manufactured Homes** –

- a. Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.
- b. Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.
- c. Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:
  - (1) the lowest floor of the manufactured home elevate to or above the base flood elevation, or
  - (2) the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an

adequately anchored foundation system to resist flotation, collapse, and lateral movement.

5. **Recreational Vehicles** - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:

- a. be on the site for fewer than 180 consecutive days,
- b. be fully licensed and ready for highway use, or
- c. meet the permit requirements of Article 4, Section C(1), and the elevation and anchoring requirements for "manufactured homes" in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

**3-32-110C. STANDARDS FOR SUBDIVISION PROPOSALS –**

- A. All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Article 1, Sections B, C, and D of this ordinance.
- B. All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Development Permit requirements of Article 3, Section C; Article 4, Section C; and the provisions of Article 5 of this ordinance.
- C. Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to Article 3, Section B or Article 4, Section B (8) of this ordinance.
- D. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- E. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

**3-32-120D. FLOODWAYS**

–  
Floodways - located within areas of special flood hazard established in Article 3, Section B, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

- A. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway *unless* it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- B. If Article 5, Section E (1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Article 5.
- C. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a conditional FIRM and floodway revision through FEMA.

**3-32-130-E. BELOW-GRADE RESIDENTIAL CRAWLSPACE CONSTRUCTION**

- New construction and substantial improvement of any below-grade crawlspace shall:

- A. Have the interior grade elevation that is below base flood elevation no lower than two feet
- B. Have the height of the below-grade crawlspace measured from the interior grade of the crawlspace to the top of the foundation wall, not exceeding four feet at any point;
- C. Have an adequate drainage system that allows floodwaters to drain from the interior area of the crawlspace following a flood;
- D. Be anchored to prevent flotation, collapse, or lateral movement of the structure and be capable of resisting the hydrostatic and hydrodynamic loads;
- E. Be constructed with materials and utility equipment resistant to flood damage;
- F. Be constructed using methods and practices that minimize flood damage;
- G. Be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding
- H. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must meet or exceed the following minimum criteria:
  - 1. A minimum of two opening having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided;
  - 2. The bottom of all openings shall be no higher than one foot above grade
  - 3. Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

**3-32-140F. STANDARDS FOR ZONES WITHOUT BASE FLOOD ELEVATIONS AND/OR FLOODWAY (A ZONES) –**

These standards apply in Special Flood Hazard Areas where streams exist but no base flood elevation data have been provided (A Zones), or where base flood data have been provided but a floodway has not been delineated.

- A. When base flood elevation or floodway data have not been identified by FEMA in a Flood Insurance Study and/or Flood insurance Rate Maps, then the Floodplain Administrator shall obtain, review, and reasonably utilize scientific or historic base flood elevation and floodway data available from a federal, state, or other source, in order to administer this ordinance. If data is not available from any source, only then the following provisions apply.
- B. In special flood hazard areas without base flood elevation data, new construction and substantial improvements of existing structures shall have the lowest floor of the lowest enclosed area (including basement or crawlspace) elevated no less than two feet above the highest adjacent grade at the building site. Openings sufficient to facilitate the unimpeded movement of flood waters shall be provided in accordance with the constructions standards in Section A and B (3) of this article.

**3-32-160-G. PENALTIES FOR NONCOMPLIANCE**

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$ 750.00 or imprisoned for not more than six months, or both, for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City of Lander from taking such other lawful action as is necessary to prevent or remedy any violation.

**3-32-170H. CERTIFICATION**

It is hereby found and declared by the City of Lander that severe flooding has occurred in the past within its jurisdiction and will certainly occur within the future; that flooding is likely to result in infliction of serious personal injury or death, and is likely to result in substantial injury or destruction of property within its jurisdiction; in order to effectively comply with minimum standards for coverage under the National Flood Insurance Program; and in order to effectively remedy the situation described herein, it is necessary that this ordinance become effective immediately. Therefore, an emergency is hereby declared to exist, and this ordinance, being necessary for the immediate preservation of the public peace, health and safety, shall be in full force and effect from and after its passage and approval.

**SECTION 3: SEVERABILITY.**

If any section, subsection, sentence, or clause of this ordinance is found to be invalid or unconstitutional, such invalidity shall not affect the remaining provisions.

**SECTION 4:** This Ordinance shall take effect from and after its passage, approval and publication as required by law and the ordinances of the City of Lander.

PUBLIC HEARING

PASSED ON FIRST READING

PASSED ON SECOND READING

PASSED ON THIRD READING

PASSED, ADOPTED AND APPROVED by the Mayor and City Council on  
the \_\_\_\_\_.

THE CITY OF LANDER  
A Municipal Corporation

By \_\_\_\_\_  
Missy White, Mayor

ATTEST:

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

STATE OF WYOMING       )  
                                          )ss.  
COUNTY OF FREMONT    )

CERTIFICATE

I hereby certify that on \_\_\_\_\_, following passage, adoption and approval of Ordinance 2025-5, Missy White, the duly elected, qualified and acting Mayor of the City of Lander, issued this proclamation and said ordinance was published at least once in the Lander Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being \_\_\_\_\_.

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Rachelle Fontaine, City Clerk

RESOLUTION 1376

A RESOLUTION CREATING THE JOB DESCRIPTION FOR  
PART-TIME CLEANING TECHNICIAN

**WHEREAS**, pursuant to Section 12-2-6 of the Lander City Code the Mayor and City Council have adopted a personnel and policies manual; and

**WHEREAS**, as part of said manual, there is a compensation plan which contains job descriptions for the various city employees and which job description; and

**WHEREAS**, the Governing Body wishes to create job description for a Part-Time Cleaning Technician.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the City of Lander that the job description for a Part-Time Code Cleaning Technician which is attached hereto and incorporated herein is hereby approved and adopted.

**PASSED, APPROVED AND ADOPTED** the \_\_\_\_ day of \_\_\_\_\_, 2025

The City of Lander  
A Municipal Corporation

Attest:

By:\_\_\_\_\_  
Missy White, Mayor

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a special regular meeting held on December 9, 2025 and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

# City of Lander

## Job Description

|                                               |                                |
|-----------------------------------------------|--------------------------------|
| <b>Title:</b> Part-Time Cleaning Technician   | <b>Grade:</b> Hourly \$15-22   |
| <b>Department:</b> Administrative             | <b>Effective Date:</b> 11/2025 |
| <b>Type of Position:</b> Part-time Non-Exempt | <b>Revised:</b> 11/2025        |

*In an effort to create organizational clarity, and to empower its employees, the City of Lander has identified ten core competencies that all employees are expected to meet in order to help fulfill the mission of the City. It is expected that employees will meet their responsibilities as detailed below, including observable commitment to the mission of the City and these values.*

**GENERAL PURPOSE**

To provide high-quality cleaning and custodial services that ensure City of Lander facilities remain clean, sanitary, safe, and presentable for employees and the public. **This position is part-time, non-benefitted, and is anticipated to work 15 hours weekly, and no more than nineteen hours per week mostly evening hours or on the weekend.**

**SUPERVISION RECEIVED**

Works under general supervision from the Mayor.

**SUPERVISION EXERCISED:** NONE

**ESSENTIAL FUNCTIONS**

Provide comprehensive, cleaning and janitorial services to maintain the cleanliness, safety, and professional appearance of Lander City Hall (240 Lincoln St.), Lander Police Department including the gym (250 Lincoln St.) and the Lander Public Works Building (125 Buena Vista Drive). This includes, but is not limited to the following for all locations:

- Trash removal.
- Sweeping, moping, vacuuming, and maintaining all floor surfaces, as needed but a minimum of twice weekly.
- Cleaning, sanitizing, and restocking restrooms, and gym equipment, as needed but a minimum of twice weekly.
- Dusting, wiping, and polishing horizontal and vertical surfaces as needed, but a minimum of once weekly.
- Cleaning interior of all windows, mirrors, glass partitions, and interior doors, as well as exterior of all windows, as needed but at a minimum twice annually.
- Periodic deep cleaning, including baseboards, walls, vents, light fixtures, and furniture.
- Steam cleaning all carpeted areas as needed for stain removal, as needed but at a minimum twice annually.

- Routine inspection of areas for cleanliness, safety, and maintenance concerns, with prompt reporting of any observed damage or needed repairs to the City's designated contact.
- Safety & Compliance:
  - Follow all OSHA safety standards.
  - Proper handling and labeling of chemicals.
  - Use of PPE.
  - Maintain Safety Data Sheets (SDS).
  - Report incidents immediately.

### **KNOWLEDGE**

- Custodial/janitorial methods and safety protocols.

### **SKILLS AND ABILITIES**

- Follow written and verbal communication.
- Ability to operate cleaning equipment and use cleaning supplies and chemicals.

### **REQUIRED EDUCATION AND LICENSES**

- High school diploma or G.E.D.
- Prefer previous janitorial / custodial experience.

### **WORK ENVIRONMENT & PHYSICAL REQUIREMENTS**

Positions in this class typically require stooping, kneeling, crouching, reaching, standing and walking for long periods, climbing, pushing, pulling, lifting, grasping, talking, hearing, seeing and repetitive motions. Operation of cleaning equipment including a vacuum, steam cleaner and similar machines.

Medium work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body.

May be subject to perform duties either indoors in daylight or darkness. May be exposed to chemicals and dust.

May also be subject to office environments and to the common noises associated with office work including telephones and printers, as well as loud noises associated with cleaning equipment.

Work schedule is based on no more than 19 hours in a work week, with unscheduled breaks and lunch periods, and subject to extra shifts and on-call emergencies. Extra hours may be required based on situational demand and emergencies. Work setting is informal, team oriented, and has variable tasks. Ability to work evening and weekend hours.

### **DRIVING REQUIREMENTS:**

For driving essential positions, employment with the City of Lander is contingent upon a satisfactory driving record. A driving record that has any of the following is considered

unsatisfactory: 1) Conviction of three or more moving violations from separate incidents, within the past 36 months; 2) A conviction within the previous 36 months of any of the following: Driving Under the Influence of Alcohol or Drugs; Leaving the scene of an accident; Fleeing to avoid arrest; Reckless Driving; Driving without automobile insurance; Driving on a suspended license; or Refusal to take a blood/breathalyzer test for suspected impaired driving.

**SUPPLEMENTAL INFORMATION**

Women, minorities, and individuals with disabilities are encouraged to apply. The City of Lander is an equal opportunity employer. Qualified applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

Employment with the City of Lander is contingent upon successful background screens and a pre-employment drug test. Employees that perform safety sensitive tasks are subject to pre-employment and/or continued random drug testing. These tasks include but are not limited to: Emergency response/rescue, working with hazardous materials and chemicals and solid or liquid waste, operating or maintaining water and wastewater systems, driving for the City of Lander, operating power-driven equipment or machinery, working with or around children.

Driving records are required for all new employees. If the employee has not held a Wyoming driver’s license for the last three (3) years, the employee must provide at their own expense and initiation a driving record from all previous states of residency.

If you have questions regarding the background screen, or pre-employment drug test, please contact the Human Resource Director at (307) 332-2870 X-7 prior to accepting the job offer.

I acknowledge that I have read this job description and requirements and certify that I can perform these functions with or without accommodations. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description.

Employees are required to follow the established guidelines of the City to include, but are not limited to, the employee handbook, safety policies and procedures, and departmental policies and procedures.

**The City of Lander is an at-will employer.**

\_\_\_\_\_  
Employee’s Name (Printed)

\_\_\_\_\_  
Employee’s Signature

\_\_\_\_\_  
Date



RESOLUTION 1368

A RESOLUTION DECLARING CERTAIN POLICE DEPARTMENT TASERS AS  
SURPLUS PROPERTY AND AUTHORIZING THEIR DISPOSAL VIA PUBLIC  
AUCTION TO A RESPONSIBLE BIDDER, PURSUANT TO WYOMING  
STATUTE § 15-1-112

WHEREAS, the City of Lander Police Department currently owns FIFTEEN x2 Taser devices, which are obsolete or no longer used in departmental operations; and

WHEREAS, these Tasers have an estimated fair market value of \$500 or more each; and

WHEREAS, Wyoming Statute § 15-1-112(a) requires that, before a municipality may sell property valued at \$500 or more, the city must publish an advertisement at least once each week for three consecutive weeks in a newspaper of general circulation in the community, describing the property and the terms of sale—either a public auction or sealed bids—and that the property be sold to the highest responsible bidder unless the governing body rejects all bids; and

WHEREAS, the City of Lander seeks to comply fully with this statutory process, ensuring both transparency and return to the public; and

NOW, THEREFORE, BE IT RESOLVED BY the Governing Body of the City of Lander, Wyoming, that:

- The following items are hereby declared surplus property:
  - Taser Model X2, Serial Numbers: X29008EH5, X29008EHH, X2900ATYH, X2900C2C7, X2900923C, X2900AVAV, X2900AV9X, X2900AVC3, X29006278, X2900AV9D, X2900AVAJ, X2900C210, X2900DXE2, X2900AVAD AND X2900F7A8
  - EACH TASER INCLUDES TWO LOADED CARTRIDGES AND BLACKHAWK HOLSTER
- The City Clerk, in coordination with the Chief of Police, is authorized to publish notice of the sale in accordance with W.S. § 151112(a):
  - Timing: At least once per week for three consecutive weeks, in a newspaper of general circulation in Lander.
  - Content: Description of the Tasers, terms of the sale and instructions for interested bidders.
- The Tasers shall be sold to the highest responsible bidder, unless the City Council determines to reject all bids, in accordance with W.S. § 151112(a).
- The City reserves the right to reject any or all bids and to withdraw any item from the auction prior to sale.
- All proceeds from the sale of the surplus Tasers shall be deposited into the appropriate City fund in accordance with City policy and applicable financial procedures.
- This resolution shall be effective immediately upon adoption, and the sale process shall commence following adoption of this Resolution.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, any necessary documents to dispose of the surplus property.

PASSED, APPROVED, AND ADOPTED this 14 day of October, 2025.



The City of Lander  
A Municipal Corporation

By: Missy White  
Missy White, Mayor

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on 10/14/2025 and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

Rachelle Fontaine  
Rachelle Fontaine, City Clerk

RESOLUTION 1377

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF LANDER, WYOMING, REFERRING TO RESOLUTION 1368, RELATING TO CERTAIN TASERS PREVIOUSLY DECLARED SURPLUS PROPERTY, AND AUTHORIZING THEIR DISPOSAL PURSUANT TO WYOMING STATUTE § 15-1-112.

WHEREAS, the City of Lander, Wyoming (“City”), is the owner of fifteen (15) X2 Tasers and related equipment assigned to the Lander Police Department; and

WHEREAS, on or about October 14, 2025, the City Council adopted Resolution 1368, declaring certain Tasers assigned to the Lander Police Department to be surplus property and authorizing their disposal pursuant to Wyoming Statute § 15-1-112; and

WHEREAS, in accordance with Resolution 1368 and Wyoming Statute § 15-1-112, the City offered the surplus Tasers for sale by public auction to a qualified responsible bidder and caused notice of such public auction to be published in the Lander Journal on October 25, 2025, November 1, 2025, and November 8, 2025; and

WHEREAS, despite proper publication and offering of the Tasers at public auction under the terms set forth in Resolution 1368, no bids were received by the City; and

WHEREAS, Wyoming Statute § 15-1-103 authorizes the City to dispose of its personal property in such manner and upon such terms as the governing body may determine to be in the best interests of the City; and

WHEREAS, the governing body finds that, since no bids were received at the duly advertised auction, it is now in the best interests of the City to dispose of the surplus Tasers by donation to other Wyoming municipal police departments that have expressed or may express an interest in receiving them on a first come basis; and

WHEREAS, each individual Taser to be donated has an estimated fair market value of less than Five Hundred Dollars (\$500.00).

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

1. Confirmation of Surplus Declaration

The City Council hereby reaffirms and incorporates by reference Resolution 1368, including the declaration therein that certain Tasers assigned to the Lander Police Department constitute surplus personal property of the City.
2. Finding Regarding Public Auction and Bids

The City Council hereby finds and declares that:

a. The surplus Tasers were offered for sale by public auction to a qualified responsible bidder in accordance with Resolution 1368 and Wyoming Statute § 15-1-112; and

b. Notice of such public auction was duly published in the Lander Journal on October 25, 2025, November 1, 2025, and November 8, 2025; and

c. No bids were received by the City in response to the advertised public auction.
3. Authorization to Donate Surplus Tasers

The City Council hereby determines that it is in the best interest of the City to dispose of the surplus Tasers by donation rather than sale and, pursuant to Wyoming Statute § 15-1-112, authorizes the donation of said surplus Tasers to other Wyoming municipal police departments that express an interest in receiving them.

4. **First-Come, First-Served Distribution; Value Limitation**

Donations authorized under Section 3 shall be made on a first-come, first-served basis to Wyoming municipal police departments that:

- a. Submit a written request for one or more of the surplus Tasers; and
- b. Agree to accept the Tasers “as-is” and to assume all responsibility for any inspection, maintenance, training, certification, and use in their jurisdiction.

The governing body further confirms that the estimated fair market value of each individual Taser to be donated is less than Five Hundred Dollars (\$500.00).

5. **Administrative Authority**

The Mayor, Chief of Police, and/or their designees are hereby authorized and directed to take all actions necessary or convenient to effectuate the intent of this Resolution, including but not limited to:

- a. Receiving and documenting requests from interested Wyoming municipal police departments;
- b. Allocating the surplus Tasers on a first-come, first-served basis; and
- c. Executing any acknowledgment, receipt, or transfer documents deemed appropriate by the City Attorney.

6. **Severability**

If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution.

7. **Effective Date**

This Resolution shall be in full force and effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

The City of Lander  
A Municipal Corporation

Attest:

By: \_\_\_\_\_  
Missy White, Mayor

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on \_\_\_\_\_ and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

\_\_\_\_\_  
Rachelle Fontaine, City Clerk



## City of Lander Board of Adjustments and Planning Commission

December 2, 2025

City Staff Comments on S 25.12, Felix Addition and V 25.02 Request to not install street infrastructure for the Same.

City staff received no written public comments on this subdivision and variance request. One resident in the neighborhood came and picked up a plat map but did not comment as of the date of this letter. The subdivision and variance applications are both in order and meet all the requirements to be deliberated by the BOA and Planning Commission.

The Variance request is because both lots are directly adjacent to private property outside the City Limits and do not have the 50-foot street frontage required by the Subdivision Regulations. It is not prudent to require the subdivider, nor the adjacent landowner, to dedicate the existing easement as a City dead end street nor install extended water/sewer mains, asphalt, curb and gutter at this time. The Owner is aware that in the event of a fire call, fire apparatus will have to access and turn around on their private property as there is no city street.

The subdivider is not proposing any construction improvements for this subdivision. All meters, water, and sewer utility service lines have been previously approved by the City and have existed for some time. There is a 1974 legal recorded access easement for private access to these two lots that runs with the land, its heirs, and assigns. When contacted, the current owner of the adjacent land verified that they will honor all existing and any future utility and access easements agreed to by both parties.

City staff recommends approval of S 25.11 provided that the Variance is granted.

RaJean Strube Fossen  
Lance Hopkin  
Hunter Roseberry

Review Date: 2025-12-02

PLAT OF:

**FELIX ADDITION**

located in the:  
**NW1/4SE1/4, Sec. 7, T33N, R99W. 6th P.M.**  
**CITY OF LANDER, WY**



LOCATION MAP

Scale: 1" = 500'

## PLAT INFORMATION

Subdivision of two Lots - 210,185 square feet (4.82 Acres)  
 Zoned: R-3

## SUBDIVIDER INFORMATION

Sara K. and Johnie W. Felix, 1255 N. 6th Street, Lander, WY 82520  
 described as: Tract within the NW1/4SE1/4 of Section 7, Township 33 North, Range 99 West, 6th P.M., Fremont County, Wyoming), per record in Document 2024-1457471.

## PLANNING COMMISSION CERTIFICATE

This plat approved by the City of Lander Planning Commission on the  
 day of \_\_\_\_\_, 2025.

Chairman

## CITY ENGINEER CERTIFICATE

This plat approved by the City of Lander Engineer on the  
 day of \_\_\_\_\_, 2025.

City Engineer

## CITY COUNCIL CERTIFICATE

Approved by the City Council of Lander on the \_\_\_\_\_ day of  
 \_\_\_\_\_, 2025.

Mayor

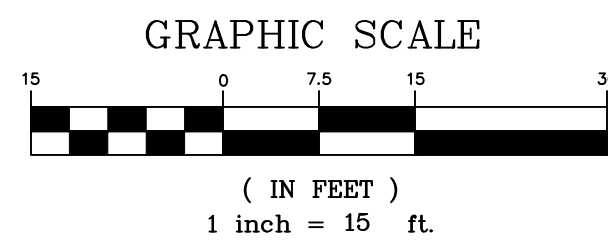
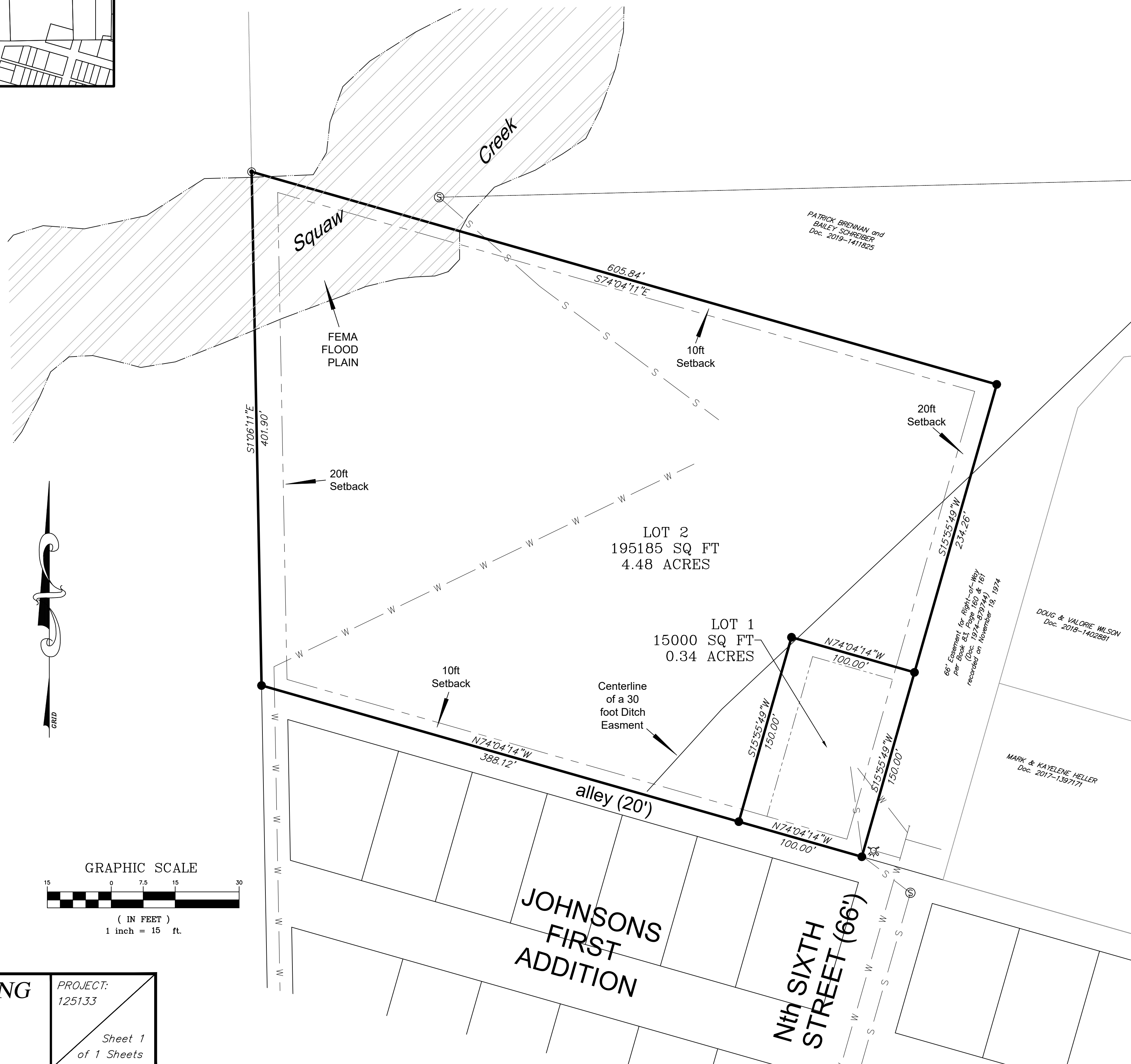
City Clerk

## CLERK &amp; RECORDER'S CERTIFICATE

This plat of Felix Addition, City of Lander, is filed in the office of Clerk and Recorder of Fremont County at \_\_\_\_\_ o'clock \_\_\_\_\_ M., on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and is duly recorded in Plat Cabinet \_\_\_\_\_, page \_\_\_\_\_, Document No. \_\_\_\_\_.

Clerk &amp; Recorder

Deputy



**HAMILTON LAND SURVEYING**  
 2204 NORTH SECOND STREET  
 P.O. BOX 112  
 LANDER, WYOMING 82520  
 (307) 332 - 2903

PROJECT:  
 125133

Sheet 1  
 of 1 Sheets

## CERTIFICATE OF OWNERSHIP AND DEDICATION

Know all men by these presents that:

Sara K. Felix and Johnie W. Felix, Trustees of the Sara K. Felix and Johnie W. Felix Revocable Living Trust, Dated July 24, 2024. As recorded in Document 1994-1153169 on May 12, 1994 and Document 2024-1457471 on July 31, 2024. More particularly described as follows:

A tract of land in the NW1/4SE1/4 of Section 7, Township 33 North, Range 99 West, 6th P.M., Fremont County, Wyoming. Beginning at Corner No. 1, the Northwest corner of said NW1/4SE 1/4 (Center one-quarter corner of Section 7); thence proceed S. 74°00' E. a distance of 605.75 feet, more or less, to Corner No. 2 which corner is on the West Side of Sixth Street projected; thence proceed S. 16°00' W. along the West side of Sixth Street projected a distance of 384.26 feet to Corner No. 3; thence proceed N. 74°00' W. a distance of 488.12 feet, more or less, to Corner No. 4 which corner is on the West line of said NW1/4SE1/4 and bears N. 1°02' W. a distance of 935.28 feet from the South one-sixteenth c-c corner of said Section 7; thence proceed N. 1°02' W. along the West line of said NW1/4SE1/4 a distance of 401.87 feet, more or less. To Corner No. 1, the point of beginning hereinbefore mentioned.

As it appears on this plat is with free consent, and in accordance with desires of the undersigned owners; have caused this property to be replatted into lots as shown and designated the same to be henceforth known as the Felix Addition, City of Lander, County of Fremont, State of Wyoming; and do hereby grant to the city, and its licensees for perpetual public use, all streets, alleys, easements and other public lands within the boundary of their ownership as shown hereon and adjacent thereto for their indicated uses.

Utility easements as designated on this plat are hereby dedicated to the City of Lander and its licensees for perpetual public use for the purpose of installing, repairing, re-installing, replacing and maintaining sewers, water lines, gas lines, electric lines, telephone lines, cable television lines and other forms and types of public utilities now or hereafter generally utilized by the public.

All rights under and by virtue of the homestead exception laws of the State of Wyoming are hereby waived and released.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Sara K. Felix, trustee

Trustees of the Sara K. Felix and Johnie W. Felix Revocable Living Trust

Johnie W. Felix, trustee

STATE OF WYOMING ) s.s.  
 COUNTY OF FREMONT)

The forgoing dedication was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by Sara K. Felix and Johnie W. Felix, Trustees of the Sara K. Felix and Johnie W. Felix Revocable Living Trust, Witness my hand and official seal:

My commission expires: \_\_\_\_\_  
 Notary Pubic

## PLAT NOTES

- Per zone requirements for Zone R-3, Corner front setback is 20 feet, Side setback is 10 feet, Rear setback is 20 feet, and are shown on this plat.
- Access to both lots is from the extension of North Sixth Street per record easement in Document 1974-879744.
- The bearings on this plat are based upon WYOMING STATE PLANE COORDINATES, WEST CENTRAL ZONE, NAD83, U.S. Feet; the distances are based upon a grid to ground scale factor of 1.0003175735 referenced from a control point, NGS "HART", using a latitude of N42°50'16.18787" and a longitude of W108°43'02.35522" and an ellipsoid height of 5337.61 ft.

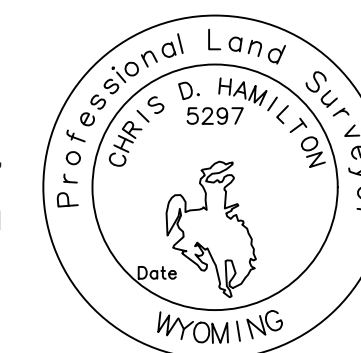
## CERTIFICATE OF SURVEYOR

COUNTY OF FREMONT) ss  
 STATE OF WYOMING )

I, CHRIS D. HAMILTON, do hereby state that I am a registered Land Surveyor licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of Felix Addition, that this plat was made from an accurate survey of said property, made by me and/or under my supervision and correctly shows the location and dimensions of the lot and streets of said subdivision to the best of my knowledge, information and belief.

In witness whereof I have set my hand & seal this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

"unless signed and dated upon face of seal this is a preliminary plat"



## BOUNDARY LEGEND:

- ◆ = ORIGINAL GLO STONE CORNER
- ⊕ = HIGHWAY RIGHT-OF-WAY MONUMENT
- ⊕ = BENCHMARK OR CONTROL MONUMENT
- ⊕ \$ = PIPE (SIZE DENOTED)
- ⊕ = T-BAR WITH CAP/
- ⊕ = 3/4" ALUM. CAP ON 5/8" POST
- ⊕ = 1/2 INCH REBAR
- ⊕ = 5/8 INCH REBAR
- ⊕ = 3/4 INCH REBAR
- ⊕ = 3.2" BRASS CAP ON 2.5" PIPE
- ⊕ = 2.5" BRASS CAP ON 1.0" PIPE
- ⊕ = 2.0" BRASS CAP ON 5/8" ROD
- ⊕ = 3.2" ALUM. CAP ON 2.5" PIPE
- ⊕ = 2.5" ALUM. CAP ON 5/8" REBAR
- ⊕ = 2.0" ALUM. CAP ON 5/8" REBAR
- ⊕ = 1.5" ALUM. CAP ON 5/8" REBAR
- ⊕ = 1.5" PLASTIC CAP ON 5/8" REBAR
- ⊕ = SET PK NAIL IN TOP OF NEW FENCE POST

## UTILITIES LEGEND:

- = EASEMENT LINE
- α --- = ELECTRIC (Overhead)
- u --- = ELECTRIC (Buried)
- ut --- = TELEPHONE (Cable)
- = FENCE LINE
- s --- = SEWER LINE
- w --- = WATER LINE (approx.)
- ⊕ = ELECTRIC POLE
- ⊕ = ELECTRIC LIGHTS
- ⊕ PM = ELECTRIC PEDESTAL
- ⊕ S = SEWER MANHOLE
- ⊕ S = STORM SEWER MH
- ⊕ S = SEWER CLEANOUT
- ⊕ S = FIRE HYDRANT
- ⊕ S = WATER VALVE
- ⊕ S = WATER CURB STOP
- ⊕ S = TELEPHONE PEDESTAL

CERTIFICATE OF OWNERSHIP AND DEDICATION:  
Know all men by these presents that:

Charles F. Carper and Lucinda Carper, Co-Trustees of the Carper Family Living Trust Dated September 6, 2019 having an equitable interest in all real property described as follows: Lot 6, Lane Subdivision, as recorded in QCD 2019-1412705 and as described in the Lane Subdivision Tract 3A and Tract 5 Replat as recorded in Plat Cabinet 8 Page 191, located in the SW¼NE¼, Section 13, Township 33 North, Range 100 West, 6th P.M., Fremont County, Wyoming, as appears on this plat is with the free consent, and in accordance with the desires of the undersigned owner(s) and proprietor(s); containing 6.33 total acres, more or less, in tracts or lots; have by these presents laid out, and surveyed as Lane Subdivision Lot 6, Re-subdivision, in the County of Fremont, State of Wyoming; and do hereby designate for private use the streets shown hereon and reserve perpetual public easements for the installation and maintenance of utilities and for irrigation and drainage facilities as are laid out and designed on this plat. The Fremont County Commissioners are in no way obligated to maintain the indicated roads or accept them as county roads nor is the Subdivider relieved of the obligation to construct such road or roads according to the requirements of the Fremont County Subdivision Regulations. The above and foregoing subdivision as it appears on this plat is with free consent and in accordance with the desires of the undersigned owners and hereby releases and waives all rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, 2025

Charles F. Carper, Co-trustee  
Carper Family Living Trust  
Dated September 6, 2019

Lucinda Carper, Co-trustee  
Carper Family Living Trust  
Dated September 6, 2019

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.

The foregoing dedication was acknowledged before me by Charles F. Carper and Lucinda Carper, co-trustees of the Carper Family Living Trust dated September 6, 2019 this \_\_\_\_ day of \_\_\_\_\_, 2025.

By: \_\_\_\_\_

Witness my hand and official seal

My commission expires \_\_\_\_\_

COUNTY PLANNING COMMISSION CERTIFICATE:

This plat approved by the Fremont County Planning Commission on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Chairman \_\_\_\_\_

COUNTY COMMISSIONER'S CERTIFICATE:

This plat of LANE SUBDIVISION, LOT 6 RE-SUBDIVISION, Fremont County, State of Wyoming is hereby approved by the Board of County Commissioners of Fremont County, Wyoming this \_\_\_\_ day of \_\_\_\_\_, 2025 for filing with the Clerk and Recorder of Fremont County subject to the provision that approval in no way obligates Fremont County for financing or constructing any of the improvements on lands, streets easements or other public or common areas.  
Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

Chairman \_\_\_\_\_

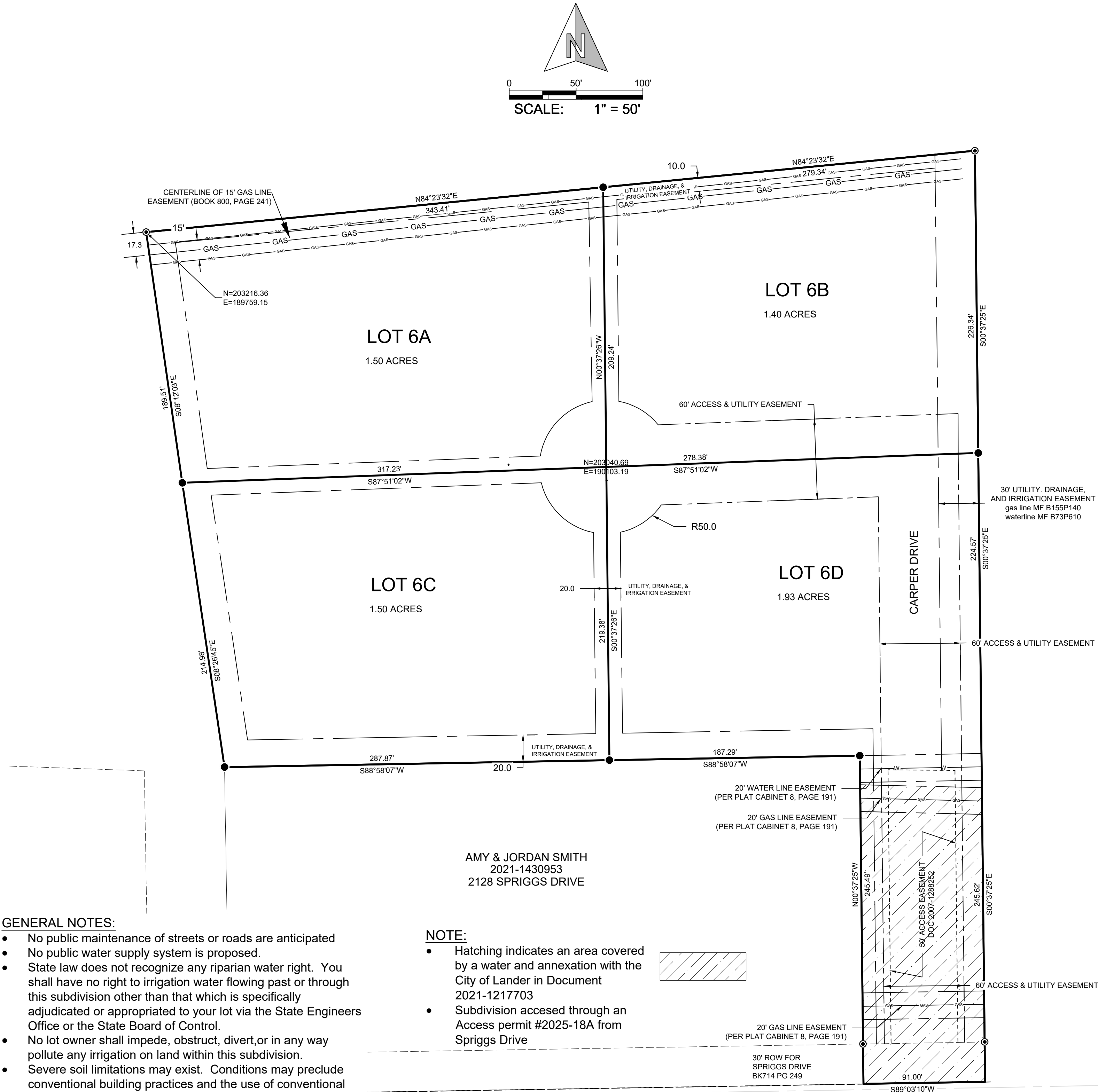
Witness my hand and seal of the County of Fremont this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST: \_\_\_\_\_  
County Clerk and Recorder



155 N 1ST ST., STE A  
LANDER, WY 82520

307.206.1007 | FREMONTSURVEYING.COM



GENERAL NOTES:

- No public maintenance of streets or roads are anticipated
- No public water supply system is proposed.
- State law does not recognize any riparian water right. You shall have no right to irrigation water flowing past or through this subdivision other than that which is specifically adjudicated or appropriated to your lot via the State Engineers Office or the State Board of Control.
- No lot owner shall impede, obstruct, divert, or in any way pollute any irrigation on land within this subdivision.
- Severe soil limitations may exist. Conditions may preclude conventional building practices and the use of conventional septic systems. Engineered small wastewater systems may be required.
- A Twenty feet (20') Utility Easement is provided along all lot boundaries unless stipulated otherwise on this plat
- The Bearings on this plat are based upon NAD83 West Central Zone of the Wyoming State Plane Coordinate System.
- Lands shown hereon may be subject to an utility easement as recorded January 31, 1955 in Misc. Book 40, Page 369 & November 3, 1980 in warranty deed MF Book 143, Page 107. The location of said easement cannot be identified with the descriptions provided in said documents.
- Lands are subject to a power line easement recorded May 23, 1958, in Misc. Book 46, Page 135. Document provides for an easement along a route staked by the Grantee and should coincide with existing lines in the area which are covered by easements shown on this map.
- Utilities may exist which are not evident on the ground or in the public record.
- The surface estate of the land to be subdivided is subject to full and effective development of the mineral estate.
- bearings and distances are measured from the field survey

NOTE:

- Hatching indicates an area covered by a water and annexation with the City of Lander in Document 2021-1217703
- Subdivision accessed through an Access permit #2025-18A from Spriggs Drive

CLERK OR RECORDERS CERTIFICATE:

This plat was filed for record in the Office of the Clerk and Recorder at \_\_\_\_ o'clock \_\_\_\_ M on the \_\_\_\_ day of \_\_\_\_\_, 2025 and is duly recorded in Plat Cabinet \_\_\_\_, Page \_\_\_\_, and as Document No \_\_\_\_

Clerk and recorder \_\_\_\_\_

Deputy Clerk \_\_\_\_\_

CITY PLANNING COMMISSION CERTIFICATE:

This plat approved by the City of Lander Planning Commission on this \_\_\_\_ day of \_\_\_\_\_, 2025.

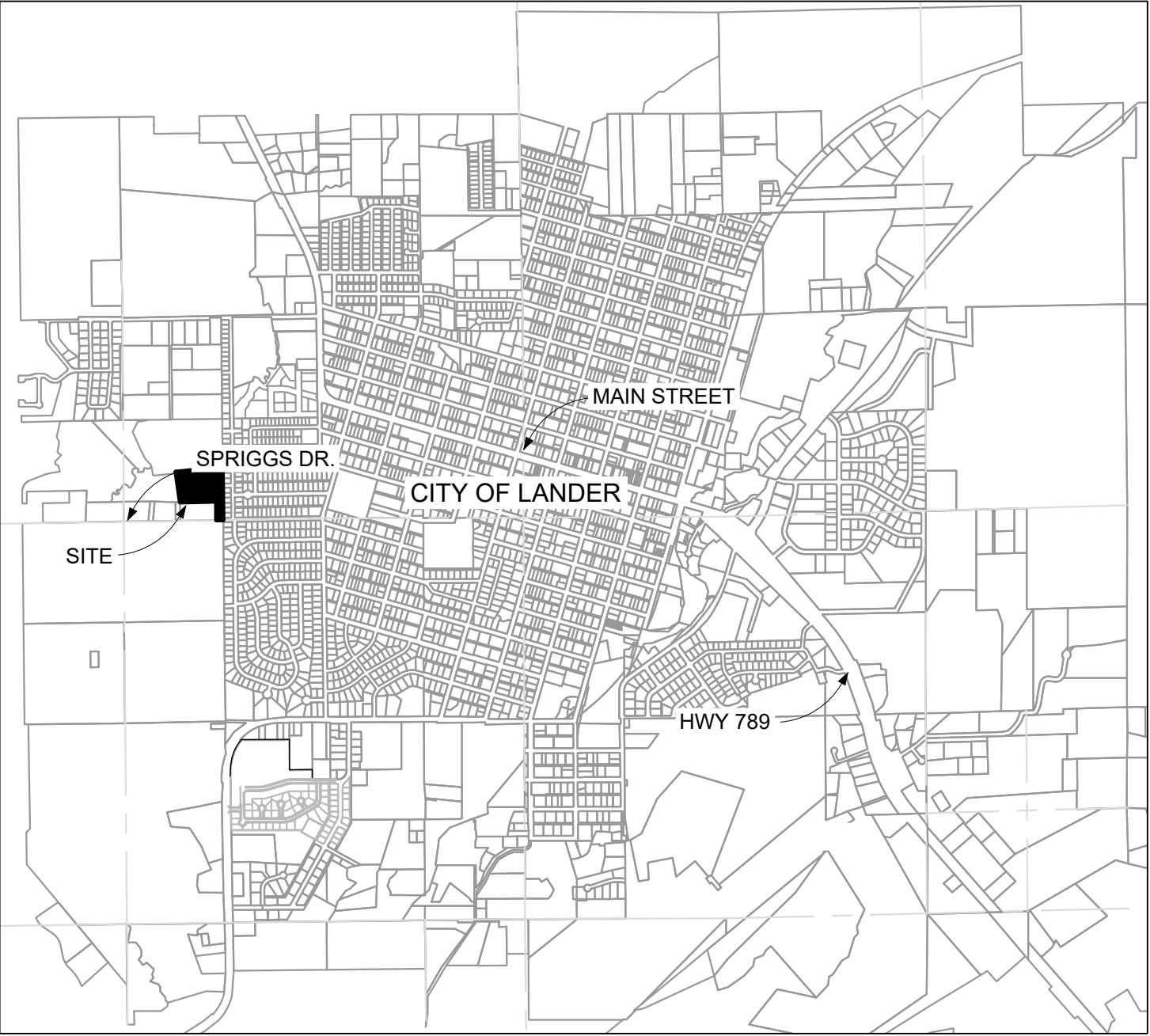
Chairman \_\_\_\_\_

CITY COUNCIL CERTIFICATE:

Approved by the City Council of Lander on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_



VICINITY MAP  
SCALE 1"=2000'

LEGEND:

- Found 3.5" Brass Cap PLSS Corner ○
- Found 2" Property Corner ●
- Set Property Corner - 1-1/2" Aluminum cap marked PELS10052 ●
- Set 30' Witness Corner (or as noted) ●
- Lot lines \_\_\_\_\_
- Easements - - - - -

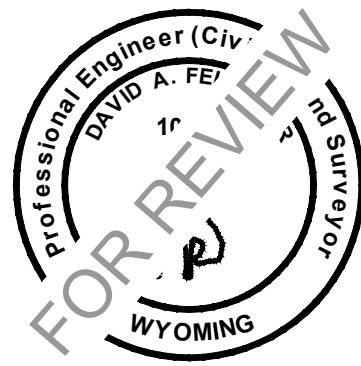
IRRIGATION DEVELOPMENT & OPERATION PLAN:

All lots within the Re-subdivision have irrigated rights through the Chalmers and Fogg Ditch terr. Proof 1284, priority of Spring 1879. Lots within this replat will receive water from the Chalmers and Fogg ditch system. Water will be delivered through said ditch and will be distributed by gravity means. Normal water delivery may fluctuate due to drought, weather, ditch maintenance, etc.

No lot may discharge water onto another lot except to drainage easements shown (and existing draws).  
LOT 6A containing 1.50 acres  
LOT 6B containing 1.40 acres  
LOT 6C containing 1.50 acres  
LOT 6D containing 1.93 acres

CERTIFICATE OF SURVEYOR

I, David A. Fehringer, of Lander, Wyoming do hereby certify this plat of LANE SUBDIVISION, LOT 6 RE-SUBDIVISION in the county of Fremont, State of Wyoming, is laid out, platted, dedicated and shown heron, and correctly shows the location and dimension of lots and easements and roads of said subdivision as the same are staked upon the ground, as acknowledged hereon.



LANE SUBDIVISION, LOT 6  
RE-SUBDIVISION  
LOCATED IN  
SW¼NE¼ OF SECTION 13,  
T33N, R100W, 6th PM  
FREMONT COUNTY, WY



## City of Lander Board of Adjustments and Planning Commission

December 2, 2025

RE: CS 25.01 Lane Subdivision Lot 6 replat, Fremont County Simple Subdivision within one mile of City Limits

The City Planning Commission is directed to make assessments and recommendations for County subdivisions within one mile of the City Limits in accordance with City Code Section 4-9-2 C. In addition, City Council has recently adopted two relevant master planning documents. Considering those guiding documents, City Staff has the following two comments.

1. The adopted 2020 Long Range Transportation plan indicates that Spriggs Drive may be a future Arterial Road. The proposed subdivision and private drive do not interfere with or overlap with the existing Spriggs Drive Easement.
2. The adopted 2023 Water Master Plan indicates that a future water and sewer mains should extend past the City Limits on Spriggs Drive to accommodate future growth and regionalization opportunities. No action is needed because these future utilities should not interfere with or overlap with the proposed subdivision and private drive.

The Plat currently reflects all of the City's review comments given to the landowner and his agent prior to the Planning Commission meeting being:

1. The proposed private drive is under a current City of Lander water and annexation agreement (Document 2021-1217703) as indicated on the plat. That easement document allows the City to annex the drive in the future without contest.
2. The plat states that no water (irrigation and storm drainage) can be discharged onto the adjacent properties except in the irrigation drainage on the east edge of the property as shown on the plat.
3. Existing underground water service lines cross this property in an East-West direction. While the meters were located in the eastern utility easement, it is not known exactly where the private services lie. It will be the responsibility of both the landowner and the service line owner to individually locate and collaborate on future maintenance or replacement.

City Staff finds this subdivision to be in accordance with the 2025 Master Plan, 2020 Long Range Transportation Plan, and 2023 Water Master Plan and recommends approval of CS 25.01 be approved.

Lance Hopkin  
Hunter Roseberry  
RaJean Strube Fossen



## City of Lander Board of Adjustments and Planning Commission

October 15, 2025

City Staff Comments on S 25.10, Highland Estates Blk 1 Lots 4,5 replat

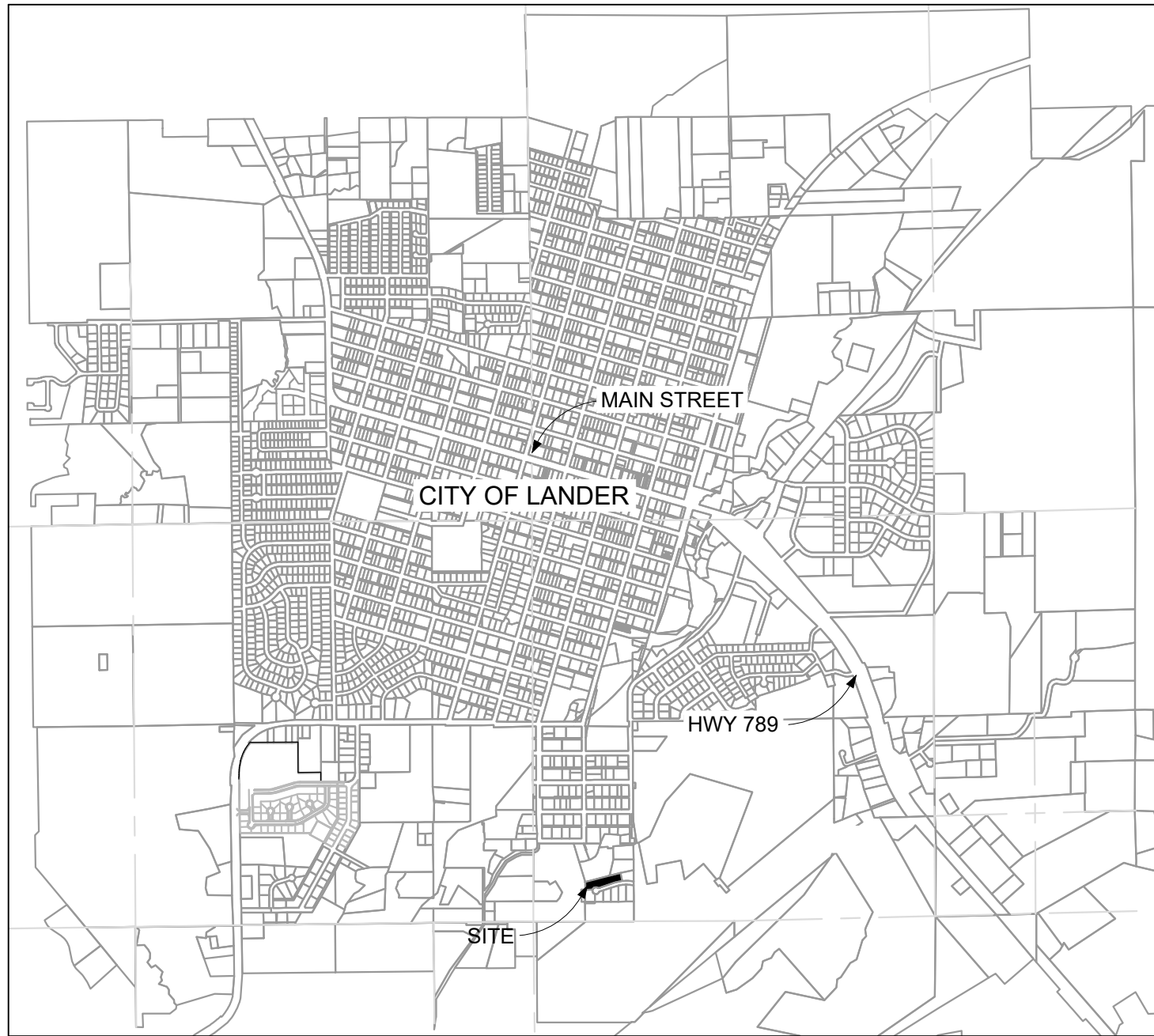
This Minor Subdivision is requesting to turn two larger lots into 4 smaller lots. Several public comments have been received as of the date of this letter. The majority of the comments were related to traffic and parking with more lots in the neighborhood. One public comment specifically mentioned the constructability of the steep lots.

Typically, there is soils information from the original plat, however, the City could not find any geotechnical or soils information from the original subdivision approval. Due to the slope of the property and the general soil conditions in the immediate vicinity, the City will require that a soils study be submitted prior to recommending the plat for approval.

The owner is required to submit an additional geotechnical soils report from a licensed engineering firm to add to the plat application. If the soils report recommends a retaining wall or other slope treatments to hold a house foundation, that infrastructure will have to be designed prior to recommending the plat for approval. If that infrastructure is shared across more than one individual lot a Homeowners Association may be required to ensure the maintenance and long-term safety of the infrastructure.

City Staff recommends tabling S 25.10 for a period of up to 12 months until the additional geotechnical information can be reviewed with the current plat application. If there is a lapse of 12 months from the original application, a new application will have to be submitted per City Codes.

RaJean Strube Fossen  
Lance Hopkin  
Hunter Roseberry



VICINITY MAP  
SCALE: 1" = 2000'

- LEGEND:**
- Set Property Corner - 2" Aluminum Cap on a 5/8" x 24' rebar marked PELS 10052
  - Set Property Corner - Magnetic nail & washer
  - Found 2" Aluminum Cap
  - Found #5 Rebar
  - Subdivision Boundary
  - Utility Easements
  - Concrete walks, driveways, structures
  - Fence lines
  - (R) Record bearing and distance
  - (M) Measured bearing and distance

**RE-PLAT INFORMATION:**  
4 LOTS - 32,834SF (0.75 AC.)  
ZONE R5

**CITY COUNCIL CERTIFICATE:**

Approved by the City Council of Lander on this \_\_\_\_ day of \_\_\_\_ 2025

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**CLERK OR RECORDERS CERTIFICATE:**

This plat was filed for record on the Office of the Clerk and Recorder at \_\_\_\_ o'clock \_\_\_\_, on the \_\_\_\_ day of \_\_\_\_, 2025 and is duly recorded in Plat Cabinet \_\_\_\_, Page \_\_\_\_. No \_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Deputy Clerk

**PLANNING COMMISSION CERTIFICATE:**

This plat approved by the City Of Lander Planning Commission on this \_\_\_\_ day of \_\_\_\_ 2025.

\_\_\_\_\_  
Chairman

**CITY ENGINEER CERTIFICATE:**

Data on this plat approved by the City Of Lander Engineer on this \_\_\_\_ day of \_\_\_\_ 2025.

\_\_\_\_\_  
City Engineer

# HIGHLAND ESTATES SUBDIVISION TO THE CITY OF LANDER BLOCK 1, LOTS 4-5 RE-SUBDIVISION

SW1/4NE1/4  
SECTION 19, T33N, R99W, 6th PM  
FREMONT COUNTY, WY

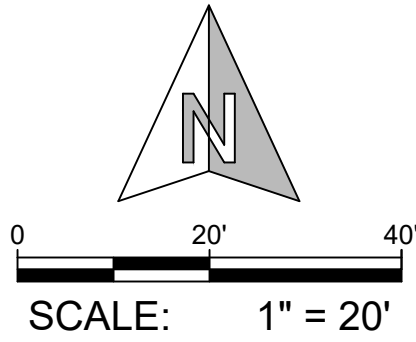
TIPTON, III HARRY B & TIPTON, SALLY  
GRANT & LEGERSKI, DONALD L & JUDITH A



HJELT, AARON ET AL  
LOT 7 HIGHLAND ESTATES RE-SUBDIVISION

BLINN, LAWRENCE  
LOT 8 HIGHLAND ESTATES RE-SUBDIVISION

CLARK, ROBERT L & SUSAN P  
LOT 9 HIGHLAND ESTATES RE-SUBDIVISION



**CERTIFICATE OF OWNERSHIP AND DEDICATION:**

Know all men by these presents that JOSEPH DYER, being the owner of Lots 4 and 5, Block 1, Highland Estates Subdivision, Lander, WY, as recorded in Doc 2025-1462716 on March 7, 2025:

That the foregoing plat designated as HIGHLAND ESTATES SUBDIVISION, BLOCK 1, LOTS 4 AND 5 RE-PLAT, City of Lander, County of Fremont, State of Wyoming and do hereby grant to the city, and its licenses for perpetual use, all streets, alleys, easements, and other public lands within the boundary of their ownership as shown hereon and adjacent thereto for their indicated uses.

Utility easements as designated on this plat are hereby dedicated to the City of Lander and its licensees for perpetual public use for the purpose of installing, repairing, re-installing, replacing and maintaining sewers, water lines, gas lines, electric lines, telephone lines, cable television lines and other forms and types of public utilities now and hereafter generally utilized by the public.

All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

EXECUTED this \_\_\_\_ day of \_\_\_\_, 2025

\_\_\_\_\_  
Joseph Dyer

STATE OF WYOMING )  
COUNTY OF FREMONT ) SS.

The foregoing dedication was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 2025, by Joseph Dyer.  
Witness my hand and official seal:

By: \_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

**NOTES:**

- Considering the bearings on this plat are based upon WYOMING STATE PLANE COORDINATES, WEST CENTRAL ZONE, NAD83, U.S. Survey feet. The distances are based upon a grid to ground scale factor of 1.0003175737 referenced from control point NGS "HART" with a latitude of 42°50'16.188N and a longitude of 108°43'02.355W and an ellipsoid height of 5337.6 feet.
- Bearings and distances shown on this plat as measured are designated as (M). Record bearings and distance are designated with (R)
- The purpose of this plat is to re-plat Lots 4 and 5 of Highland Estates Subdivision as shown hereon

**CERTIFICATE OF SURVEYOR**

I, David A. Fehringer, of Lander, Wyoming, do hereby certify that I am a Registered Land Surveyor licensed under the laws of the State of Wyoming, that this plat is a true, complete, and correct representation of the Highland Estates Subdivision, To the City of Lander, Block 1, Lots 4 and 5 Re-subdivision, City of Lander, Fremont County, Wyoming; that this plat was made from an accurate survey of said property, made by me, and correctly shows that location and dimensions of the lot and streets of said subdivision to the best of my knowledge.



**FREMONT**  
ENGINEERING | SURVEYING

155 N 1ST ST., STE A  
LANDER, WY 82520

307.206.1007 | FREMONTSURVEYING.COM

Date of Issuance: 12/09/2025

Effective Date: 12/09/2025

Owner: City of Lander

Owner's Contract No.: CD21510

Contractor: Gregco LLC

Contractor's Project No.:

Engineer: HDR Engineering, Inc.

Engineer's Project No.: 10328203

Project: Lander Sidewalk Improvement Project

Contract Name: Lander Sidewalk Improvement Project

The Contract is modified as follows upon execution of this Change Order:

**Description:** The City of Lander has requested a project shutdown to allow for proper seeding in accordance with WYDOT specifications. As a result, the project will shut down starting November 18, 2025, and will remain inactive until a Notice to Proceed is issued in the spring. WYDOT specifications require seeding to be performed and completed between the time frost leaves the ground in the spring and June 15. To accommodate this requirement, the Final Completion Date will be adjusted to seven (7) calendar days after a change order for resuming project time is issued in the spring, concurring with the departure of frost from the ground.

Attachments: None

| CHANGE IN CONTRACT PRICE                                                                                | CHANGE IN CONTRACT TIMES                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Original Contract Price:<br><br>\$ <u>553,146.24</u>                                                    | Original Contract Times:<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Payment: <u>11/14/2025</u>                                                                                              |
| Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> :<br><br>\$ <u>8472.30</u> | Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> :<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Payment: <u>11/14/2025</u>                                        |
| Contract Price prior to this Change Order:<br><br>\$ <u>561,618.54</u>                                  | Contract Times prior to this Change Order:<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Payment: <u>11/14/2025</u>                                                                            |
| Increase of this Change Order:<br><br>\$ <u>0</u>                                                       | Increase of this Change Order:<br>Final Completion: <u>Between the time the frost leaves the ground and June 15, 2026</u><br>Ready for Final Payment: <u>15 days following final completion</u>                  |
| Contract Price incorporating this Change Order:<br><br>\$ <u>561,618.54</u>                             | Contract Times with all approved Change Orders:<br>Final Completion: <u>Between the time the frost leaves the ground and June 15, 2026</u><br>Ready for Final Payment: <u>15 days following final completion</u> |

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: Robert Anderson  
Engineer (if required)By: \_\_\_\_\_  
Owner (Authorized Signature)By: [Signature]  
Contractor (Authorized Signature)Title: Project Manager

Title: \_\_\_\_\_

Title: Managing MemberDate: 12/03/2025

Date: \_\_\_\_\_

Date: 12/03/25



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## LEASE APPLICATION COVER SHEET

### WAM-WCCA ENERGY LEASE PROGRAM

*NOTE: This cover sheet should be the first page of each application for a WAM-WCCA Energy Lease. A separate cover sheet and supporting documents showing the energy savings should be submitted for each project.*

Please Print or Type

Title of Project: Main Street Decorative Light Lamp Post Replacement  
Project - Phase 1

Name of City/Town/County: Lander

Name of Contact Person: Anne Even

Address: 240 Lincoln St, Lander WY 82520

Phone: (307) 332-2870 x113

Amount of Lease Requested: \$ 100,000.00

On behalf of the City/Town/County of Lander, I hereby agree that all the information submitted is correct to the best of my knowledge, and that this application is being submitted with the consent of the governing body.

\_\_\_\_\_  
Mayor/Chairman of Board of County Commissioners

\_\_\_\_\_  
Date



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## MEMORANDUM

**TO:** All Mayors, County Commission Chairpersons, Municipal Clerks,  
and County Clerks (All Municipal and County Clerks: Please distribute to  
Mayors and County Commission Chairpersons)

**FROM:** Ashley Harpstreith, WAM Executive Director and  
Jerimiah Rieman, WCCA Executive Director

**DATE:** September 22, 2025

**SUBJECT:** WAM-WCCA Energy Lease Program Request for Proposals

The Wyoming Association of Municipalities/Wyoming County Commission Association (WAM-WCCA) Energy Lease Program Joint Oversight Board is issuing a request for proposal for the 2026 Energy Lease Program Awards. Cities, towns, and counties are encouraged to apply for leases to increase energy efficiency. Zero interest leases between \$2,500 and \$100,000 will be awarded for projects that will increase the energy efficiency of public facilities, or other projects consistent with the State Energy Conservation Plan (contact WAM for a copy). Attached please find a Request for Proposal soliciting local government lease applications.

The WAM-WCCA Energy Lease Program is overseen by a Joint Oversight Board which consists of three county and three municipal officials appointed by the Presidents of WCCA and WAM. All leases will be for a period of two years, amortized over ten years, and each lease can be renewed up to four times. For example, a lease to replace an inefficient furnace, costing \$10,000, could be a two-year lease with \$1,000 annual payments and a balloon payment at the end of the term for \$8,000. The lease, however, could be renewed four times with a corresponding reduction in the balloon payment. Equal quarterly payments are required.

Applications must be received at the WAM Office no later than 5:00 p.m. on December 12, 2025. Lease applicants should use the attached WAM-WCCA Energy Lease Program application cover sheet. The Joint Oversight Board will review all applications for consistency with the State Energy Conservation Plan before consideration. Any application not consistent with the State Energy Conservation Plan will be returned to the applicant with an opportunity to revise the application. The Joint Oversight Board will meet in January 2026 to review applications. Awardees will have 90 days to accept the lease award. Funds will be available to the awardees on or after July 1, 2026, and must be requested by June 30, 2027.



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The total amount of lease money available for award on July 1, 2026, is expected to be approximately \$450,000.

Potential lease applicants should carefully read the attached Request for Proposal. For further information, please contact Earla Checchi at the WAM Office, call 307-275-8376 or email [earla@wyomuni.org](mailto:earla@wyomuni.org).

**WAM-WCCA Joint Oversight Board:**

Commissioner, Natalie Macker, Teton County  
Commissioner, Gunnar Malm, Laramie County  
Commissioner, Robert Short, Converse County  
Clerk/Treasurer, Kelley Millar, Town of Upton  
Mayor Arne Jorgensen, Town of Jackson  
Clerk/Treasurer Lynette Strecker, City of Torrington



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## **REQUEST FOR PROPOSALS (RFP)**

### **WAM-WCCA ENERGY LEASE PROGRAM**

The WAM-WCCA Energy Lease Program is soliciting Proposals (Lease Applications) for funding of zero interest (0%) leases for projects authorized under the State Energy Conservation Plan (SECP), including energy efficiency improvements to existing, or new public buildings. **The improvements must show a monetary savings, and, if possible, a BTU savings. The BTU savings should have documentation verifying this savings.**

Capitalization for the WAM-WCCA Energy Lease Program comes from a Petroleum Violation Escrow Account grant originally awarded to WAM and WCCA by former Governor Mike Sullivan on May 28, 1991.

Leases under the WAM-WCCA Energy Lease Program shall be in amounts of not less than \$2,500, not more than \$100,000. Leases will be amortized over no more than a ten (10) year period with four equal payments per year.

Lease Applications shall be no longer than three pages. Each lease application shall contain the following information, at a minimum: name of city, town, or county submitting the lease application; name, address, and phone number of the contact person; signature of the mayor or county commission chairman, as applicable; and a general description of the project.

A city, town, or county may submit applications for more than one project. However, each project should be submitted under a separate lease application. If a city, town, or county submits more than one application for this award period, the city, town, or county must **prioritize their project applications**. The total lease outstanding balance for any one city, town, or county shall not exceed \$150,000.

Lease applications will only be accepted from cities, towns, and counties. The city, town, and county submitting a lease application shall be held responsible for full re-payment of any lease award received.

Lease applications must be received at the office of the Wyoming Association of Municipalities (WAM) no later than 5:00 p.m. December 12, 2025. Lease applications can be mailed to the WAM Office at 315 W. 27<sup>th</sup> Street, Cheyenne, WY 82001, faxed to 307-632-1942, or emailed to [checchi@wyomuni.org](mailto:checchi@wyomuni.org).

Lease awards will be determined by the Joint Oversight Board of the WAM-WCCA Energy Lease Program at their meeting in January 2026. Award letters will be mailed out shortly thereafter. Grantees shall accept or deny lease awards in writing within 90 days of award notification, or they shall lose the lease award. Email notification is acceptable. Lease funds will be available on or after July 1, 2026. Awards must be requested by June 30, 2027.

Interested cities, towns, and counties may contact Earla Checchi (307) 632.0398 at the WAM office for more information.

**ENERGY LEASE PROGRAM -  
12/12/2025**

Wyoming Association of Municipalities /Wyoming  
County Commission Association

**Application Deadline**  
**12/12/2025**

**Status**  
**NEW PRE-APPLICATION**

**PRE-APPLICATION STATUS**

- Pre-Application PDF Generated and Saved
- Department Head Approval Workflow
- Department Head Approval Notification

**Applicant & Sponsor**

**Applicant**

ANNE EVEN

**Department Head/Project Manager**

RAJEAN STRUBE FOSSEN

**Project**

**Program/Project Name &/or Code**

Main Street Decorative Light Lamp Post  
Replacement Project - Phase 1

**Is the project in the budget?**

NO

**Are ongoing expenses budgeted?**

YES

Section 8, ItemG.

**Is this project in-house, or will it require bids for services?**

General Services Only

## **PRE-APPLICATION**

**Grant Program**

Energy Lease Program

**Funding Agency**

Wyoming Association of Municipalities /Wyoming  
County Commission Association

**Purpose of Grant**

Zero interest lease program up to \$100,000 to  
replace 20-25 Main Street Decorative Light Lamp  
Posts

**Requested Amount**

\$100,000.00

**Match Amount**

\$0

**Total Amount**

\$100,000.00

**Application Deadline**

12/12/2025

**Council Authorization Required?**

NO

**Legal Requirements**

*Section 8, Item G.*

**Has Legal Review Been Initiated?**

**Legal Requirements Explained**

**Pre-Application**