



CITY OF LANDER CITY COUNCIL WORK SESSION MEETING

Tuesday, July 28, 2026, immediately following the 6:00 PM Regular Meeting
City Council Chambers, 240 Lincoln Street

AGENDA

Join Zoom Meeting

<https://us06web.zoom.us/j/86098212878>

1. NEW BUSINESS (NON-ACTION ITEMS)

- A. Discussion regarding potential revisions to Ordinance 1171, the City's current bicycle ordinances, including potential regulations for electric bicycles (e-bikes).
- B. Discussion concerning pages 30 through 62 of the proposed new City of Lander Employee Manual.

2. ADJOURNMENT

Upcoming Council Meetings:

Regular Meetings: (Second and Fourth Tuesday of the month)

6:00 P.M. Tuesday, August 11, 2026, City Council Chambers

6:00 P.M. Tuesday, August 25, 2026, City Council Chambers

6:00 P.M. Tuesday September 8, 2026, City Council Chambers

6:00 P.M. Tuesday September 22, 2026, City Council Chambers

Work Sessions: (Fourth Tuesday of the month)

6:00 P.M./Immediately following Regular Meeting Tuesday, September 22, 2026, City Council Chambers

6:00 P.M./Immediately following Regular Meeting Tuesday October 22, 2026, City Council Chambers

All meetings are subject to cancellation or change.

ORDINANCE 2026-XX

AN ORDINANCE AMENDING ORDINANCE 1171 AND SECTION 8-6-1 OF THE LANDER MUNICIPAL CODE PERTAINING TO BICYCLES ON SIDEWALKS, AND CREATING NEW PROVISIONS RELATING TO THE REGULATION OF BICYCLES, HUMAN-POWERED SCOOTERS, SKATEBOARDS, ELECTRIC BICYCLES, ONE-WHEELED DEVICES, AND POWERED SCOOTERS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANDER, FREMONT COUNTY, STATE OF WYOMING, AS FOLLOWS:

SECTION 1. Amendment and Enactment

Section 8-6-1 of the Lander Municipal Code is hereby amended, and new provisions are hereby created and enacted, to read as follows:

CHAPTER 8

BICYCLES, HUMAN-POWERED SCOOTERS, SKATEBOARDS, ELECTRIC BICYCLES, AND POWERED SCOOTERS

Sec. 8.04. Definitions.

For purposes of this Chapter, the following definitions shall apply:

- 1. Bicycle.** "Bicycle" means a human-powered transportation device equipped with operable pedals or another means of human propulsion, and a seat for one or more riders.
- 2. Human-Powered Scooter or Skateboard.** "Human-powered scooter" or "skateboard" means a human-powered transportation device with two or more wheels in contact with the ground and a deck or platform for the rider to stand on.
- 3. Electric Bicycle.** "Electric bicycle" means a bicycle equipped with fully operable pedals, a seat or saddle for the rider's use, and an electric motor of less than seven hundred fifty watts.
 - a. Electric bicycles must meet the requirements of one of the following three classes:
 - i. Class 1 electric bicycle means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of twenty miles per hour.
 - ii. Class 2 electric bicycle means an electric bicycle equipped with a motor that may be used to propel the bicycle without pedaling and that is not capable of providing assistance when the bicycle reaches a speed of twenty miles per hour.

iii. Class 3 electric bicycle means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of twenty-eight miles per hour.

b. An electric bicycle shall operate according to its class so that, when the rider stops pedaling, applies the brakes, or disengages the electric motor, the electric motor assist ceases to function or provide propulsion.

4. Powered Scooter. “Powered scooter” means a transportation device that is equipped with a motor or engine, is capable of self-propelled operation, has a deck or platform for a rider to stand on during operation, and has one or more wheels in contact with the ground.

5. One-Wheeled Devices. “One-wheel device” means a self-balancing transportation device, whether human-powered or motor-powered, with a single wheel in contact with the ground and a platform or foot pads upon which the rider stands. A one-wheel device includes, but is not limited to, devices commonly known as one-wheels, electric unicycles, or similar self-balancing personal transportation devices.

6. Dismount Zone. “Dismount Zone” means a designated public sidewalk area within the City of Lander where the operation of bicycles, human-powered scooters, skateboards, electric bicycles, and powered scooters is prohibited in order to improve pedestrian safety.

a. The Dismount Zone shall include any sidewalk on, or adjacent to, the following public streets:

**South side (westbound) of Main Street from 1st to 10th streets and the
North (eastbound side of Main Street from Lincoln Street to 1st Street**

b. The City may install and maintain signs, pavement markings, or other traffic-control devices identifying Dismount Zones established under this Chapter.

7. Lander Area Pathway System. “Lander Area Pathway System” means the designated walking paths on exhibit A, as from time to time may be amended for the City of Lander.

8. Reckless Operation. “Reckless operation” means operating a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter in a manner that creates an unreasonable risk of injury to persons or damage to property under the circumstances then existing.

Sec. 8.06. Requirements for Operation and Forbidden Practices.

1. The operator of any bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter shall comply with all applicable traffic ordinances and applicable Wyoming statutes governing the operation of vehicles within the City limits of Lander.

- a. Unless otherwise required by law, an operator is not required to possess a valid driver's license, vehicle registration, or motor vehicle insurance to operate a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter.
- b. Nothing in this Chapter is intended to conflict with or supersede applicable Wyoming law. In the event of a conflict between this Chapter and Wyoming law, Wyoming law shall control.
- C. Mobility devices used by individuals with disabilities, including wheelchairs and other assistive mobility devices, are distinct from recreational powered scooters and other personal transportation devices regulated under this chapter.

2. Electric bicycles and powered scooters must meet the definitions and operational requirements set forth in this Chapter and applicable Wyoming law. Electric bicycles and powered scooters with performance capabilities exceeding the definitions in this Chapter may not be operated on public roadways, sidewalks, or the Lander Walking Path, except as otherwise allowed by law.

- a. First responders operating an electric bicycle or powered scooter in the performance of their official duties are exempt from this subsection.

3. Any bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter operated 30 minutes after sunset and 30 minutes before sunrise must be equipped with and use the following:

- a. A forward-facing white light that is unobstructed, provides sufficient visibility for the operator, and makes the device visible to vehicles and motorists.
- b. A rear-facing red light that is unobstructed and makes the device visible to vehicles and motorists.

4. Where operation on a sidewalk or on the Lander Walking Path is permitted under this Chapter, the operator shall yield the right-of-way to pedestrians and shall not operate in a reckless manner that endangers pedestrian safety.

5. The following additional requirements and prohibitions apply:

- a. No person shall operate a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter on a sidewalk within a designated Dismount Zone as outlined in Section 8.04(6) herein.
- b. No person shall operate a Class 2 electric bicycle, Class 3 electric bicycle, or powered scooter on any sidewalk.
- c. Bicycles, human-powered scooters, skateboards, and Class 1 electric bicycles may be operated on sidewalks outside of designated Dismount Zones, subject to the requirements of this Chapter and applicable Wyoming law.
- d. No person shall operate a Class 2 electric bicycle or Class 3 electric bicycle on the Lander Walking Path.

- e. Bicycles, human-powered scooters, skateboards, Class 1 electric bicycles, and powered scooters may be operated on the Lander Walking Path, subject to the requirements of this Chapter and applicable Wyoming law.
- f. No person shall operate a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter in a reckless manner or engage in trick riding on public streets, sidewalks, or the Lander Walking Path.
- g. No person operating a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter shall enter or cross a public street, roadway, or other thoroughfare unless the movement can be made with reasonable safety and without interfering with the lawful movement of approaching traffic.
- h. No person operating a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter shall attach themselves or the device to any moving vehicle.
- i. No person operating a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter shall carry another person as a passenger unless the device is designed and manufactured to carry more than one person, or unless manufacturer-approved equipment has been added for that purpose.

Sec. 8.08. Helmet Use Required for Operators Under Sixteen Years of Age.

1. Any person under sixteen years of age operating an electric bicycle or powered scooter on a public street, sidewalk, or the Lander Walking Path shall properly wear a helmet approved by the United States Department of Transportation or the Consumer Product Safety Commission.
2. The City encourages all operators and passengers of bicycles, human-powered scooters, skateboards, electric bicycles, and powered scooters to wear properly fitted safety helmets regardless of age.

Sec. 8.10. Dismount Zones.

1. No person shall operate a bicycle, human-powered scooter, skateboard, electric bicycle, or powered scooter upon a sidewalk located within a designated Dismount Zone.
2. Outside of a designated Dismount Zone, bicycles, human-powered scooters, skateboards, and Class 1 electric bicycles may be operated on sidewalks, subject to the requirements of this Chapter and applicable Wyoming law.
3. Any person operating a bicycle, human-powered scooter, skateboard, or Class 1 electric bicycle upon a sidewalk shall yield the right-of-way to pedestrians.

Sec. 8.12. Penalty for Violations.

1. Any person who violates any provision of this Chapter shall, upon conviction, be fined in a sum not to exceed seven hundred fifty dollars for each offense, plus costs of prosecution.

2. In lieu of issuing a citation for a first offense, a law enforcement officer may issue a written warning when the officer determines that a warning would adequately address the violation and promote compliance with this Chapter.

Sec. 8.14. Alternative Penalty for Juveniles Under Sixteen Years of Age.

1. At the discretion of the officer who observed the violation and is issuing the citation, a juvenile under sixteen years of age who violates any provision of this Chapter may be required to appear in Lander Municipal Court with a parent or legal guardian and, upon conviction, may be fined not more than twenty-five dollars for each offense, plus costs of prosecution.

- a. If a juvenile is cited under this section, the citing officer shall contact the juvenile's parent or legal guardian and notify them of the citation and corresponding court date.
- b. If the violation is for failure to comply with Section 8.08 of this Chapter relating to helmet use, the Lander Municipal Court may allow the purchase of a helmet approved by the United States Department of Transportation or the Consumer Product Safety Commission in lieu of fines and costs of prosecution, provided that proof of purchase is submitted and the helmet is presented to the Court.

SECTION 2. Effective Date

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.

PASSED ON FIRST READING _____

PASSED ON SECOND READING _____

PASSED ON THIRD READING _____

PASSED, ADOPTED AND APPROVED by the Mayor and City Council on the _____ day of _____, 2026.

THE CITY OF LANDER
A Municipal Corporation

By _____
Missy White, Mayor

ATTEST:

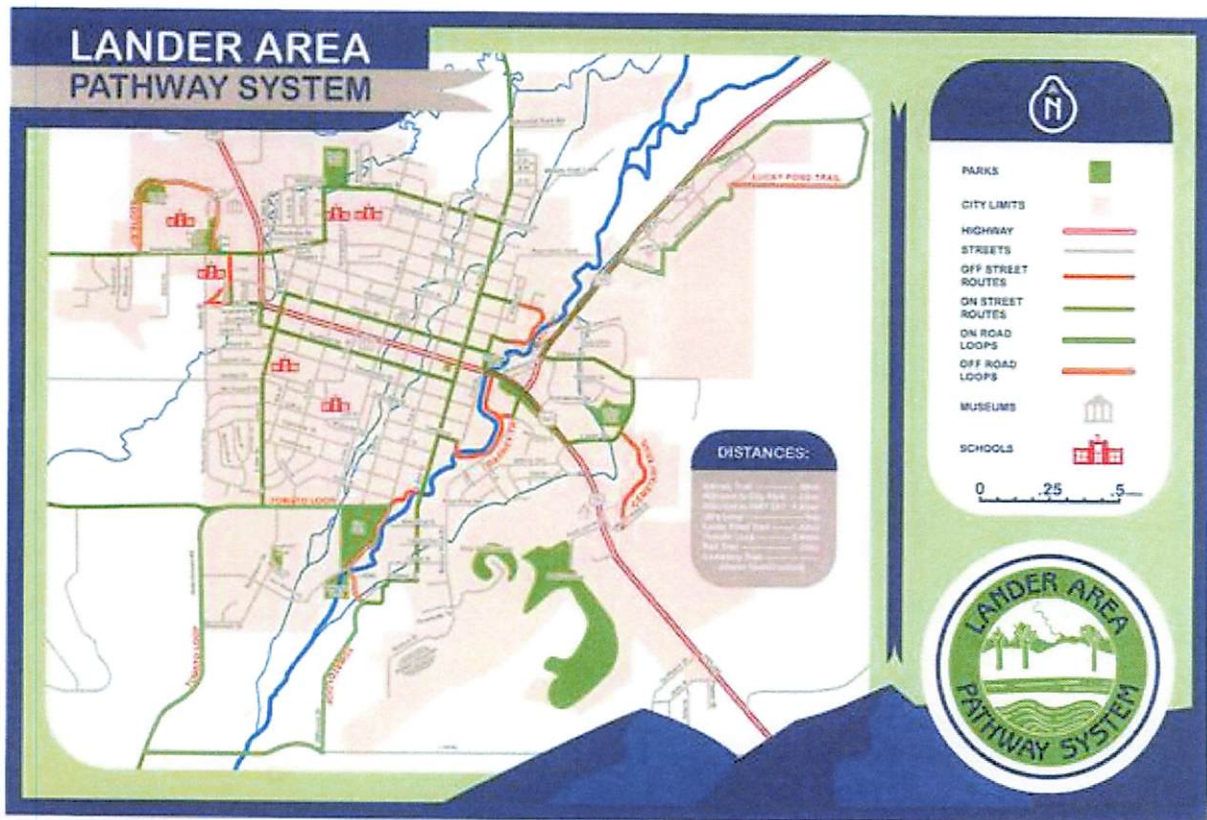
Rachelle Fontaine, City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

CERTIFICATE

I hereby certify that on _____, following passage, adoption and approval of Ordinance 2026-XX, 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 _____.

Rachelle Fontaine, City Clerk



NOTES: this requires us to purchase and paint and maintain for perpetuity "dismount zone" markings on all intersection sidewalk ramps on main.

This requires us to maintain and update the LAPS map with every new trail or pathway improvement.

I have also seen a "go Cart" around town on S 2nd to park. Should that be considered a motorized vehicle that follows these rules?

ORDINANCE 1171

**AN ORDINANCE AMENDING SECTION 8-6-1 OF THE
MUNICIPAL CODE OF THE CITY OF LANDER PERTAINING TO
BICYCLES ON SIDEWALKS**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANDER,
FREMONT COUNTY, STATE OF WYOMING, AS FOLLOWS:**

SECTION 1: 8-6-1 Bicycles on Sidewalks. No person shall ~~ride~~ **operate** a bicycle, scooter, or skateboard **as defined in WS 31-1-101 and 31-5-102** upon a sidewalk within the 100 **through and including the** 900 block of Main Street. A person may ~~ride~~ **operate** a bicycle, scooter, or skateboard on any other sidewalk or any roadway within the City of Lander, unless restricted or prohibited by traffic control devices, or any other state, county or municipal law. Whenever any person is ~~riding~~ **operating** a bicycle, scooter, or skateboard upon a sidewalk, such person shall yield the right of way to a pedestrian.

SECTION 2: 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.

PASSED ON FIRST READING April 24, 2012

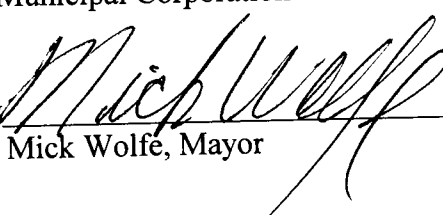
PASSED ON SECOND READING May 8, 2012

PASSED ON THIRD READING May 22, 2012

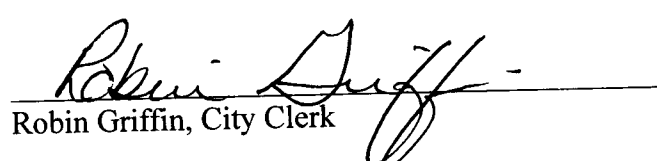
PASSED, ADOPTED AND APPROVED by the Mayor and City Council on the 22nd day of May, 2012.

THE CITY OF LANDER
A Municipal Corporation

By


Mick Wolfe, Mayor

ATTEST:


Robin Griffin, City Clerk

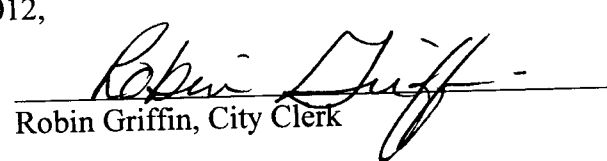
STATE OF WYOMING)

) ss.

COUNTY OF FREMONT)

CERTIFICATE

I hereby certify that on May 22, 2012, following passage, adoption and approval of Ordinance 1171, Mick Wolfe, 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 Wyoming State Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being May 27, 2012,


Robin Griffin, City Clerk

8-6-1 Bicycles On Sidewalks

No person shall operate a bicycle, scooter, or skateboard as defined in WS 31-1-101 and 31-5-102 upon a sidewalk within the 100 through and including the 900 block of Main Street. A person may operate a bicycle, scooter, or skateboard on any other sidewalk or any roadway within the City of Lander, unless restricted or prohibited by traffic control devices, or any other state, county or municipal law. Whenever any person is operating a bicycle, scooter, or skateboard upon a sidewalk, such person shall yield the right of way to a pedestrian.

HISTORY

Amended by Ord. [1171](#) on 5/22/2012

Topic	2025 Personnel Policy	2026 Employee Manual	Change Type	Key Update / Impact
Disciplinary Action	Personnel Policy p. 13, "Disciplinary Action," plus scattered conduct provisions. The named provision addresses violations of the drug/alcohol policy and permits discipline or termination, including for a first offense.	Manual § 2-22. Manual pp. 31-33 Creates a comprehensive City-wide discipline policy: causes, discretionary factors, documented verbal and written reprimands, suspension with or without pay, termination, notice, personnel-file documentation, and appeal notice.	Substantially revised	Manual adds a general procedure and due-process steps.
Grievance	The Personnel Policy does not contain a general grievance or appeal procedure for these employment actions.	Manual § 2-23. Manual p. 34 Allows a full-time employee who is involuntarily demoted, suspended, or terminated to appeal. Written appeal is due to the City Clerk within 10 days; an Administrative Hearing Officer handles grievances.	New topic	Manual creates an appeal process not found in the Personnel Policy.
Benefits Overview	Personnel Policy pp. 19-22, individual benefit sections; opening disclaimer. Benefits are addressed separately, and the opening pages reserve the City's right to change benefits and state that the manual is not a contract.	Manual § 3-1. Manual p. 35 Provides a general overview and disclaimer: benefit descriptions are summaries; official plan documents control; the City retains discretion to interpret, amend, or terminate benefits.	Expanded / consolidated	Manual improves the plan-document disclaimer and consolidates benefit-administration language.
Paid Holidays	Personnel Policy p. 20, "Holidays". Lists the same 10 holidays and additional approved observances. States all employees are eligible, reserves the right to require work, and says holiday compensation will be established by separate written policy.	Manual § 3-2, pp. 36-37. Limits paid holidays to full-time regular, year-round employees; lists 10 holidays; adds weekend observance rules, religious-holiday leave, holiday premium rates, and holiday scheduling rules.	Materially revised	Eligibility changes from "all employees" to full-time regular employees.
Paid Vacations / Annual Leave	Personnel Policy p. 20, "Vacation". Contains the same service tiers for full-time employees and half-rates for part-time employees, monthly proration, caps, seniority scheduling, authorization rules, and military-leave use.	Manual § 3-3. Manual pp. 37-39 Sets full-time accrual tiers of 8-16 hours by service; preserves 380-hour pre-June-2018 and 300-hour post-June-2018 caps; includes scheduling, authorization, holiday treatment, no disciplinary forfeiture, and payout of unused vacation at separation.	Materially revised	Manual omits part-time accrual and changes several references from monthly to pay-period accrual.
Sick Days / Sick Leave	Personnel Policy p. 20, "Sick Leave." Provides 8 hours per month for regular full-time employees and 4 hours per month for regular part-time employees; includes permitted uses, leave order, accumulation, and payout rules.	Manual § 3-4. Manual pp. 39-40 Provides 8 hours per pay period for regular full-time employees, partial-period accrual, unlimited accumulation, and detailed payout rules for retirement, terminal illness, FMLA exhaustion, and medical termination.	Materially revised	Manual changes full-time accrual from monthly to per pay period, omits part-time accrual, permitted uses, leave-order, and donation provisions, and adds detailed payout events.
Lactation Accommodations	The Personnel Policy does not contain a lactation-accommodation policy.	Manual § 3-5. Manual pp. 40-41 Provides reasonable break time and a private non-bathroom space, addresses compensation and concurrent use of paid breaks, directs requests to HR or a supervisor, and prohibits retaliation.	New topic	Manual adds a lactation-accommodation and anti-retaliation policy.
Workers' Compensation	Personnel Policy pp. 19 and 21-22, "Worker's Compensation" and related continuation provisions.	Manual § 3-6. Manual pp. 41-47 Detailed policy covering reporting, medical documentation, wage replacement, use of accrued leave, FMLA coordination, temporary light duty, return-to-work/fitness-for-duty, benefit continuation, COBRA, and employment status.	No Changes;	Much of the detailed language is carried forward.
Jury Duty	Personnel Policy p. 15, "Jury Duty". States only that regular employees receive paid leave for required jury duty.	Manual § 3-7. Manual p. 48 Allows required jury service; requires notice and verification; expects return to work when excused; directs jury payments to the City and continues regular pay, excluding overtime/on-call/premium pay; addresses exempt salary treatment.	Expanded	Manual adds administrative and compensation procedures.
Bereavement Leave	The Personnel Policy does not contain a bereavement-leave provision.	Manual § 3-8. Manual p. 48 Provides full-time employees up to three paid workdays for specified close relatives and two paid hours to attend a fellow City employee's funeral; allows verification.	New topic	Manual adds paid bereavement leave and limited leave for a fellow employee's funeral.
Voting Leave	Personnel Policy p. 16, "Time Off To Vote". Provides one paid hour, excluding meal hours, at the employer's convenience, if the employee votes; does not apply when the employee has three consecutive nonworking polling hours.	Manual § 3-9. Manual pp. 48-49 Provides up to one paid hour to vote, excludes employees with three consecutive nonworking polling hours, suggests leave at the beginning/end of schedule, and requests two days' notice when possible.	No Changes	Manual modernizes and adds scheduling/notice guidance, but does not expressly retain the Policy's condition that the employee actually cast a legal vote or the exclusion of meal hours.
Insurance Programs / HRA	Personnel Policy p. 19, "Medical Insurance". States the City may provide eligible employees and families group medical, dental, and vision insurance; addresses full benefit cost after 30 days in leave-without-pay status.	Manual § 3-10. Manual p. 49 Allows full-time employees to participate in health and other insurance plans; plan documents control. Adds a possible annual Health Retirement Account contribution after one consecutive year, subject to Council approval and available funds.	Materially revised	Manual is broader but less specific about dental/vision and omits the Policy's 30-day LWOP cost rule from this section.

Section 1, ItemB.

Employee Assistance Program	The Personnel Policy does not contain an EAP provision.	Manual § 3-11. Manual p. 49 States that the City provides an Employee Assistance Program with qualified counselors and directs employees to HR for details.	New topic	Manual adds an Employee Assistance Program benefit.
Retirement Plan	Personnel Policy p. 19, "Retirement Savings Plan". States full-time employees are provided a Wyoming State Retirement Plan and that the plan includes tax-deferred employee contributions.	Manual § 3-12. Manual pp. 49-50 Requires full-time benefited employees to participate in WRS, notes law-enforcement contributions, no opt-out, four-year vesting, voluntary pre-/post-tax 457(b) plans, and statutory treatment of rehired retirees.	Expanded	Manual adds mandatory participation, vesting, 457(b) options, and rehired-retiree guidance.
Longevity Pay	Personnel Policy p. 19, "Longevity Pay". Contains the same eligibility, pre-/post-July 1, 2018 structures, dollar amounts, service credit, and anniversary timing.	Manual § 3-13. Manual pp. 50-51 Pre-July 1, 2018 hires receive \$10 per month for each year starting after five years; later hires receive \$30 per month for each five-year band. Requires five years' continuous service.	Substantially the same	No material substantive change identified.
Personal Leave / Leave Without Pay	Personnel Policy p. 22, "Leave without Pay"; p. 19 medical-insurance rule. Allows leave without pay for up to six months with advance approval; requires annual leave exhaustion; credits benefits/service for approved leave not exceeding 30 days.	Manual § 4-1. Manual pp. 52-53 Allows unpaid personal leave for up to three months in a 12-month period; requires annual leave exhaustion; addresses service credit, job abandonment, insurance/COBRA, return notice, and no guaranteed reinstatement.	Materially revised	Maximum leave decreases from six to three months.
Military Leave	Personnel Policy p. 15, "Military Leave". Cites USERRA; provides 15 paid days annually for Reserve/National Guard duty; protects reemployment; and continues participating medical/life insurance paid by the City for active-duty employees for up to 12 months.	Manual § 4-2. Manual p. 53 Provides statutory military leave and reemployment rights, requires advance notice when feasible, and allows annual Reserve/National Guard leave up to the number of days allowed by law.	Materially revised / omissions	Manual omits the express 15 paid days and 12-month City-paid insurance benefit found in the Policy.
Family and Medical Leave (FMLA)	Personnel Policy p. 21, "Family Medical Leave Act". Short policy states one year/1,250-hour eligibility, 12 weeks unpaid leave, notice expectations, scheduling, and mandatory use of accrued sick and vacation before unpaid leave.	Manual § 4-3, pp. 54-62. Comprehensive FMLA policy covering eligibility, 12-week leave, military caregiver leave, reduced schedules, health coverage, restoration, notices, certification, and fitness-for-duty.	Substantially expanded	Manual is far more complete and changes eligibility wording to 12 months that need not be consecutive.

Section 1, ItemB.