



TOWN COUNCIL REGULAR MEETING MARCH 18, 2025 at 6:00 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

AGENDA

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilman Oxford
__Councilman Fluty __Councilman Barkhurst

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [3\)](#) Meeting Minutes from March 4, 2025

APPROVAL OF THE BILLS

- 4) Deposits - \$226,549.33
- [5\)](#) Accounts Payable - \$103,847.66
- [6\)](#) Transmittals - \$51,668.18
- [7\)](#) Payroll - \$46,380.48

CORRESPONDENCE

- [8\)](#) Saratoga/Platte Valley Chamber of Commerce - Annual Dinner/Business Awards

ITEMS FROM THE PUBLIC

- [9\)](#) Special Events Permit - Joe Elder
- 10) Josalyn Miller - Carbon County School District #2 - Summer Food Program

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- [11\)](#) Stropas Property

Police Department

- [12\)](#) Motorola Invoice # 8282086410 - \$2,536.14
- [13\)](#) Motorola Invoice #8282085577 - \$7,982.52
- [14\)](#) ULINE Order - \$2,005.00

Fire Department

Recreation Department

Next meeting is April 7, 2025 at 6:00 PM at the Town Hall Council Chambers

15) New Hires - Swimming Pool

Department of Public Works

[16\)](#) Poudre Valley Coop - Quote \$3,144.24 - Grass seed

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is April 8, 2025 at 5:30 PM at the Town Hall Council Chambers

[17\)](#) Ordinance 880 - Title 17 Subdivisions

Water and Sewer Joint Power Board

Next meeting is April 9, 2025 at 6:00 PM at the PVCC

Recreation Commission

Next meeting is April 7, 2025 at 6:00 PM at the Town Hall Council Chambers

[18\)](#) Ordinance 881 - Revision of the Composition of the Recreation Commission - First Reading

Saratoga Airport Advisory Board

Next meeting is April 14, 2025 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is April 21, 2025 at 6:00 PM at Riverside Town Hall

[19\)](#) Minutes from February 18, 2025

NEW BUSINESS

EXECUTIVE SESSION

To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii)

Exit executive session noting no action was taken and to seal the minutes at HH:MM PM

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, APRIL 1, 2025 AT 6:00 PM.**



TOWN COUNCIL REGULAR MEETING MARCH 04, 2025 at 6:00 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

MINUTES

CALL TO ORDER

Mayor Chuck Davis called the meeting to order at 6:00 PM.

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilman Oxford
__Councilman Fluty __Councilman Barkhurst
All members of Council were present

APPROVAL OF THE AGENDA

Motion to approve agenda for March 4, 2025 made by Councilman Barkhurst, second Councilman Cooley. Motion carried.

APPROVAL OF THE MINUTES

- 3) Meeting Minutes from February 18, 2025
Motion to approve minutes from February 18, 2025 made by Councilman Cooley, second by Councilman Oxford. Motion carried.

APPROVAL OF THE BILLS

Motion was made to approve all financials from March 4, 2025 by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

- 4) Deposits - \$176,967.12
- 5) Accounts Payable - \$148,222.77
- 6) Transmittals - \$23,720.68
- 7) Payroll - \$47,523.42

CORRESPONDENCE

ITEMS FROM THE PUBLIC

- 8) Lauren Trostle - Brush Creek Ranch - Kathy Glode Park
Representatives from Brush Creek Ranch reported that Brush Creek would like to donate improvements to Kathy Glode Park and are open to suggestions from the Council. Ideas presented were updating basketball hoops, and a dog clean up station. Mayor Davis stated that the Council will discuss ideas and report back.
- 9) Kathy Beck - Carbon County Prevention Network
- 10) WAM 2025 Summer Convention Voting Delegate
Mayor Chuck Davis and Councilman Mike Cooley were appointed as voting delegate and alternate for the 2025 WAM Summer Convention.

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 11) Little League - Back Stop \$9,000.00
Motion to approve \$9,000.00 for the purchase of a new backstop at Woods Field made by Councilman Fluty, second by Councilman Oxford. Motion carried.
- 12) Stropas Property

Police Department

Motion to approve appointment of John Moore to Chief made by Councilman Cooley, second by Councilman Oxford. Motion carried.

- 13) Carbon County Sheriff - Alex Bakken
Motion to move ahead with a contract for a Unified Dispatch agreement with Carbon County Sheriff's Office in the amount of \$125,865.62 made by Councilman Barkhurst, second by Councilman Cooley. Motion carried.
- 14) Hi-Tech Auto - Invoice #21629 - \$1,257.67 - Misfire Code
Motion to pay Invoice in the amount of \$1,257.67 to Hi-Tech Auto made by Councilman Cooley, second by Councilman Oxford. Motion carried.

Fire Department

- 15) Carbon County Fire District
Motion to meet in a workshop with the Carbon County Fire District, to continue talks about the Mutual Aid Agreement with the Valley Fire Departments made by Councilman Cooley, second by Councilman Fluty. Motion carried.

Recreation Department

Next meeting is April 7, 2025 at 6:00 PM at the Town Hall Council Chambers

- 16) Fitness Instructor Contract - Michelle Chadwick
Motion to approve Michelle Chadwick as a Fitness Instructor with Contract wages, made by Councilman Cooley, second by Councilman Oxford, Motion carried.

Department of Public Works

- 17) Paving Machine Rental - Faris Machinery
Motion to approve the rental of a Paving Machine through Faris Machinery for \$11,000/month made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.
- 18) Parks Maintenance Contract 2025-2027
Motion to award AR Gonzales the Parks Mowing Maintenance contract for 2025-2027 for \$111,581.49, made by Councilman Cooley, second by Councilman Oxford. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is March 11, 2025 at 5:30 PM at the Town Hall Council Chambers

- 19) Ordinance 879 - Planning Commission Term Limits - 3rd/Final Reading
Motion to approve Ordinance 879 - Planning Commission Term Limits on the 3rd and final reading, made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 20) Planning Commission Members - Seat/Term Appointment
Motion to approve appointments of Seats and Terms for the Planning Commission made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 21) Ordinance 880 - Title 17 Subdivision
There will be a Public Hearing March 18, 2025 at 5:30PM to review Ordinance 880 - Title 17 Subdivision

Water and Sewer Joint Power Board

Next meeting is March 12, 2025 at 6:00 PM at the PVCC

Recreation Commission

Next meeting is April 7, 2025 at 6:00 PM at the Town Hall Council Chambers

- 22) Ordinance 881 - Recreation Commission - Revising Chapter 2.24.020

Saratoga Airport Advisory Board

Next meeting is March 10, 2025 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is March 17, 2025 at 6:00 PM at Saratoga Ambulance Barn

- 23) New Billing Service

NEW BUSINESS

EXECUTIVE SESSION

Motion to adjourn regular meeting and enter Executive Session at 7:22PM made by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

Motion to exit Executive Session at 7:36PM made by Councilman Cooley, second by Councilman Oxford. Motion carried.

Motion to reconvene Regular meeting at 7:36PM made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

Motion to not sell the property to Stropas until remainder of other property is cleared made by Councilman Fluty, second by Councilman Cooley. Motion carried.

FURTHER BUSINESS

ADJOURNMENT

Motion to adjourn meeting at 7:38PM made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, MARCH 18, 2025 AT 6:00 PM.**

Mayor Chuck Davis

Jennifer Anderson, Town Clerk

Report Criteria:
 Detail report.
 Invoices with totals above \$0.00 included.
 Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Armstrong Consultants, Inc.									
7709	Armstrong Consultants, Inc.	ARM236916-2	AIP# 3-56-0026-036 & 037-2024-WYD	02/21/2025	24,767.70	.00		42-534-312	325
Total Armstrong Consultants, Inc.:					24,767.70	.00			
BCN									
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	7.52	.00		42-533-270	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	7.52	.00		10-422-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	7.52	.00		10-412-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	35.44	.00		10-421-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	7.52	.00		10-431-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	35.44	.00		10-411-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	3.22	.00		51-531-280	325
5860	BCN	23881207	Acct# 7267-Landline Long Distance-Fe	03/01/2025	3.22	.00		52-532-280	325
Total BCN:					107.40	.00			
Candy Mountain, LLC									
7106	Candy Mountain, LLC	0101366	5 Gal Purified Water \$10 Each (8), Bottl	03/06/2025	51.20	.00		10-411-240	325
7106	Candy Mountain, LLC	0101366	5 Gal Purified Water \$10 Each (8), Bottl	03/06/2025	51.20	.00		10-421-240	325
Total Candy Mountain, LLC:					102.40	.00			
Carbon Power & Light Inc.									
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1314700-Kathy Glode Rstrms Me	03/01/2025	43.50	.00		10-444-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1121500-112 S River Meter# 109	03/01/2025	224.62	.00		10-422-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1317500-117 E Spring Meter# 84	03/01/2025	74.71	.00		10-422-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1115800-Pump Station Meter# 90	03/01/2025	255.14	.00		52-532-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130000-Kathy Glode Sprklr Met	03/01/2025	43.50	.00		10-444-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130100-Shop Meter# 11450673-	03/01/2025	365.89	.00		10-431-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130400-Sewer Lift Meter# 1148	03/01/2025	47.46	.00		52-532-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130500-Street Lights-No Meter-	03/01/2025	4,802.25	.00		10-431-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130800-Swimming Pool Meter#	03/01/2025	399.76	.00		10-441-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1130800-Swimming Pool Meter#	03/01/2025	1,199.28	.00		10-442-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1131100-Water Tower Meter# 13	03/01/2025	112.39	.00		51-531-270	325

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1144102-Trl Space @ Lake Mete	03/01/2025	634.03	.00		10-443-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1157302-Lake Pump Meter# 108	03/01/2025	43.50	.00		10-443-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1199800-Runway Lights Meter# 1	03/01/2025	151.76	.00		42-533-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1225000-Veteran's Island Meter#	03/01/2025	60.06	.00		10-444-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1237500-Lagoon Meter# 844978	03/01/2025	3,353.26	.00		52-532-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1284100-New Beacon Meter# 10	03/01/2025	43.50	.00		42-533-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1288300-Rstrms @ Lake Meter#	03/01/2025	43.50	.00		10-443-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1308900-River & Bridge Meter# 1	03/01/2025	137.39	.00		10-431-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1309000-Bridge & 2nd Meter# 13	03/01/2025	91.27	.00		10-431-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1321600-Weather Station Meter#	03/01/2025	58.74	.00		42-533-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1327900-1st & Spring Rstrms Me	03/01/2025	343.32	.00		10-431-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 1330501-210 W Elm Meter# 1146	03/01/2025	82.51	.00		10-410-262	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 7311300-110 E Spring Meter# 11	03/01/2025	285.35	.00		10-411-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 7311300-110 E Spring Meter# 11	03/01/2025	285.34	.00		10-421-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 7331200-Well Field Meter# 1749	03/01/2025	2,936.08	.00		51-531-270	325
1725	Carbon Power & Light Inc.	166-2/1/25-3/1/	Acct# 7545800-13138039 Meter# 1199	03/01/2025	44.22	.00		10-444-270	325
Total Carbon Power & Light Inc.:					16,162.33	.00			
Caselle, Inc.									
1760	Caselle, Inc.	139223	Contract Support & Maintenance-4/1/25	03/01/2025	1,279.65	.00		10-411-320	325
1760	Caselle, Inc.	139223	Contract Support & Maintenance-4/1/25	03/01/2025	67.35	.00		10-413-320	325
Total Caselle, Inc.:					1,347.00	.00			
Dana Kepner Company of Wyoming, LLC									
2180	Dana Kepner Company of Wyoming, LL	2239544-00	14"x125x1/20 MM Asphalt Cutter Blade	03/06/2025	480.00	.00		50-450-335	325
2180	Dana Kepner Company of Wyoming, LL	2239581-00	2" DR11 Transition (2)-Airport Lift Statio	03/10/2025	86.64	.00		42-533-720	325
2180	Dana Kepner Company of Wyoming, LL	2239581-00	2" Cap Threaded No Lead Brass (2)-Air	03/10/2025	38.50	.00		42-533-720	325
2180	Dana Kepner Company of Wyoming, LL	2239581-00	8" Clay X PVC Coupling Rubber-Airport	03/10/2025	20.81	.00		42-533-720	325
Total Dana Kepner Company of Wyoming, LLC:					625.95	.00			
Evergreen Dwellings									
7762	Evergreen Dwellings	1374	Schematic Design-Bathroom Design-N	03/06/2025	5,400.00	.00		10-444-724	325
7762	Evergreen Dwellings	1374	Design Development-Bathroom Design-	03/06/2025	1,800.00	.00		10-444-724	325
Total Evergreen Dwellings:					7,200.00	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Herold Iron Works									
2985	Herold Iron Works	0034219	3/16 x 2-Streets	03/06/2025	22.86	.00		10-431-240	325
Total Herold Iron Works:					22.86	.00			
Hi-Tech Auto Inc									
3055	Hi-Tech Auto Inc	21629	2018 Chev 1500-Radiator Replacement	03/04/2025	1,257.67	.00		10-421-255	325
Total Hi-Tech Auto Inc:					1,257.67	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-925937-Disc Brake Pad-Emer	02/28/2025	468.41	.00		10-421-255	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926095-Hyd Filter-Oil Filter (2)	02/28/2025	116.91	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926115-Hyd Filter-2/5/25-Stre	02/28/2025	24.94	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926260-Wax-Wire-Pads-2/7/2	02/28/2025	31.24	.00		10-442-240	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926260-Air Filter-2/7/25-Street	02/28/2025	52.52	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926367-Air Filter-2/10/25-Stre	02/28/2025	52.52	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926378-Hyd Hose Fittings (2)-	02/28/2025	72.61	.00		10-431-248	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926401-SYN0W20-2/10/25-P	02/28/2025	7.99	.00		10-421-255	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926740-Ignition Coil-2/17/25-	02/28/2025	58.79	.00		10-421-255	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926894-Truflex V Belt (2)-2/19	02/28/2025	20.84	.00		10-431-262	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926947-SYN0W20 (2)-2/20/25	02/28/2025	15.98	.00		10-421-255	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926965-Air Filter-Oil Filter-Oil	02/28/2025	88.72	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926968-Cut Off Wheel (20)-2/	02/28/2025	69.80	.00		10-444-724	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-926980-Cut Off Wheel (4)-2/2	02/28/2025	15.96	.00		10-444-724	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-927006-Air Filter-2/21/25-Stre	02/28/2025	64.91	.00		10-431-255	325
7658	NAPA Auto Parts Saratoga	02282025	Credit Inv# 575-927007-Air Filter-2/21/2	02/28/2025	64.91-	.00		10-431-255	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-927016-Hyd Filter-Fuel Filter-	02/28/2025	42.07	.00		10-431-250	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-927184-Swvl Self Locking HK-	02/28/2025	417.49	.00		51-531-740	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-927184-Swvl Self Locking HK-	02/28/2025	417.50	.00		52-532-740	325
7658	NAPA Auto Parts Saratoga	02282025	Inv# 575-927404-Hyd Filter-2/28/25-Str	02/28/2025	72.14	.00		10-431-250	325
Total NAPA Auto Parts Saratoga:					2,046.43	.00			
One-Call of Wyoming, Inc.									
4140	One-Call of Wyoming, Inc.	74797	Tickets For February 2025-Streets	03/07/2025	11.55	.00		10-431-250	325
Total One-Call of Wyoming, Inc.:					11.55	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Platte Valley Community Center									
4330	Platte Valley Community Center	1581	PVCC/Town of Saratoga Agreement-3r	03/10/2025	15,000.00	.00		10-410-539	325
Total Platte Valley Community Center:					15,000.00	.00			
Platte Valley Foods LLC									
5700	Platte Valley Foods LLC	02282025	Forks-2/24/25-Streets	02/28/2025	1.98	.00		10-431-240	325
Total Platte Valley Foods LLC:					1.98	.00			
Platte Valley Porta Pots, Inc									
7387	Platte Valley Porta Pots, Inc	1787	Weekly Clean-Veteran's Island (2)-Febr	03/10/2025	300.00	.00		10-444-262	325
Total Platte Valley Porta Pots, Inc:					300.00	.00			
Plattoga Holdings, LLC									
7523	Plattoga Holdings, LLC	1837	3/8"-3/4" Small Crushed Rock-Trucking/	03/10/2025	1,056.18	.00		42-533-720	325
Total Plattoga Holdings, LLC:					1,056.18	.00			
Saratoga Feed and Grain									
4895	Saratoga Feed and Grain	02282025	Inv# 96533-CA4551 Boots-2/4/25-Stree	02/28/2025	169.00	.00		10-431-245	325
4895	Saratoga Feed and Grain	02282025	Inv# 96710-Gloves-2/21/25-Water	02/28/2025	10.79	.00		51-531-500	325
Total Saratoga Feed and Grain:					179.79	.00			
Saratoga Jet Center									
7370	Saratoga Jet Center	123124	2024 Snow Removal-Loader-Operator	03/11/2025	9,702.00	.00		42-533-484	325
7370	Saratoga Jet Center	123124	2024 Snow Removal-SJC Plow-Operat	03/11/2025	1,562.50	.00		42-533-484	325
7370	Saratoga Jet Center	123124	2024 Snow Removal-Small SCJ Plow-S	03/11/2025	175.00	.00		42-533-484	325
7370	Saratoga Jet Center	123124	2024 Runway Mowing-Case Tractor Op	03/11/2025	3,190.00	.00		42-533-485	325
Total Saratoga Jet Center:					14,629.50	.00			
Shively Hardware Co - VFD									
7585	Shively Hardware Co - VFD	28120-022820	AA Battery-2/14/25-VFD	02/28/2025	39.98	.00		10-422-250	325
Total Shively Hardware Co - VFD:					39.98	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Shively Hardware Co (Town# 28210)									
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113296-Gloves-2/3/25-Sewer	02/28/2025	10.78	.00		52-532-500	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113328-Util Pump-2/3/25-Streets	02/28/2025	72.50	.00		10-431-260	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# IC36038-PE140016 Tooth-2/3/25-	02/28/2025	97.50	.00		10-431-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113340-8 Pk D Battery-2/4/25-Park	02/28/2025	20.99	.00		10-444-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113399-9/16"x18 NF Tap-2/5/25-St	02/28/2025	12.99	.00		10-431-242	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113435-Tape-GFCI-12" Pipe Hand	02/28/2025	88.96	.00		10-431-262	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113445-Building Supplies-2/5/25-S	02/28/2025	13.00	.00		10-431-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113451-1" 90 Deg SxS (2)-1" Male	02/28/2025	9.16	.00		10-431-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113473-1" 90 Deg SxS (2)-2/6/25-	02/28/2025	4.58	.00		10-431-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113520-Caulk Saver-Foam-2/7/25-	02/28/2025	14.78	.00		51-531-262	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# IC36038A-PE140016 Tooth-2/7/25	02/28/2025	130.00	.00		10-431-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113590-3/8x11/2 Hex Screw-2/10/	02/28/2025	34.99	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113595-Cable Ties-2/10/25-Sewer	02/28/2025	3.99	.00		52-532-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113625-Butt Connector-1" Male Ad	02/28/2025	8.07	.00		10-441-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113640-Quick Attach Plug-2/10/25-	02/28/2025	4.49	.00		10-441-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113693-TG 4 Pk 1.75" Rnd Cup-2/	02/28/2025	4.79	.00		51-531-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113709-4x10 PVC Sch 80 (10)-2/1	02/28/2025	107.50	.00		10-441-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113715-Air Freshner (12)-2/12/25-	02/28/2025	83.88	.00		10-444-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113723-4 Pk 1" Cup Hook (2)-2/12	02/28/2025	5.58	.00		51-531-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113730-Key ID Tag (2)-2/12/25-Wa	02/28/2025	3.98	.00		51-531-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113788-Ladder Hanger (2)-Tool Ho	02/28/2025	28.97	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113791-Broom-2/13/25-Streets	02/28/2025	10.99	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113831-Plumbing Fittings-2/13/25-	02/28/2025	5.49	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113834-Connector-2/13/25-Streets	02/28/2025	9.99	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113963-Cord-Hex Arbor-Hole Saw	02/28/2025	90.49	.00		51-531-242	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113967-3/8" Swiv Open Rnd Link-	02/28/2025	64.68	.00		10-444-262	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 113995-Turnbuckle-2/18/25-Rec	02/28/2025	9.49	.00		10-445-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114039-Bolts-2/19/25-Rec	02/28/2025	15.12	.00		10-445-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114115-Tape-Brush-Roller Tray-FN	02/28/2025	58.35	.00		10-445-250	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114167-Toil Seat-Anchor-2/24/25-	02/28/2025	33.58	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114176-Toilet Bowl Ring Remover	02/28/2025	23.98	.00		10-431-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114181-Drill Bit-2/24/25-Streets	02/28/2025	8.49	.00		10-431-242	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114215-Coupler-2/24/25-SP	02/28/2025	2.99	.00		10-441-240	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114292-Oct Cover-OCT Box-Rece	02/28/2025	9.07	.00		10-431-262	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114302-Building Parts-2/26/25-Str	02/28/2025	.80	.00		10-431-262	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114092-Cut Casing For Water Tap-	02/28/2025	31.41	.00		10-444-724	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114121-Sump Pump-2/21/25-Wate	02/28/2025	69.50	.00		51-531-740	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114122-Sump Pump-2/21/25-Wate	02/28/2025	94.50	.00		51-531-740	325
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# 114123-Sump Pump (3)-2/21/25-W	02/28/2025	371.00	.00		51-531-740	325

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5015	Shively Hardware Co (Town# 28210)	02282025	Inv# IC36379-Clevis 1"-2/25/25-Streets	02/28/2025	34.42	.00		10-431-248	325
Total Shively Hardware Co (Town# 28210):					1,705.82	.00			
Stinker Stores, Inc									
7438	Stinker Stores, Inc	K378-2/28/25	Card# 9649387-29.423 G-February 202	02/28/2025	81.97	.00		10-421-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 9649276-105.51 G-February 202	02/28/2025	293.95	.00		10-421-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817686-66.19 G-February 2025	02/28/2025	208.24	.00		10-431-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817837-127.472 G-February 20	02/28/2025	392.37	.00		10-431-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817401-75.343 G-February 202	02/28/2025	104.95	.00		51-531-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817401-75.343 G-February 202	02/28/2025	104.95	.00		52-532-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817420-27.682 G-February 202	02/28/2025	77.12	.00		10-431-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 9649134-74.521 G-February 202	02/28/2025	207.61	.00		51-531-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 9649385-32.514 G-February 202	02/28/2025	89.93	.00		10-421-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817402-13.61 G-February 2025	02/28/2025	18.96	.00		51-531-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817402-13.61 G-February 2025	02/28/2025	18.96	.00		52-532-256	325
7438	Stinker Stores, Inc	K378-2/28/25	Card# 4817673-21.189 G-February 202	02/28/2025	62.86	.00		10-431-256	325
Total Stinker Stores, Inc:					1,661.87	.00			
Sundahl, Powers, Kapp & Martin, LLC									
7551	Sundahl, Powers, Kapp & Martin, LLC	17602	Professional Legal Services Rendered-	03/17/2025	51.00	.00		10-412-310	325
7551	Sundahl, Powers, Kapp & Martin, LLC	17602	Professional Legal Services Rendered-	03/17/2025	960.50	.00		10-413-310	325
Total Sundahl, Powers, Kapp & Martin, LLC:					1,011.50	.00			
The Cowboy Couture									
6991	The Cowboy Couture	2025-52	Screen Printed T-Shirts-1 Color-1 Locati	03/05/2025	1,050.00	.00		10-445-493	325
Total The Cowboy Couture:					1,050.00	.00			
US Bank									
7743	US Bank	CPN 00269148	Adobe-Subscription-2/21/25-Sewer	03/13/2025	21.19	.00		52-532-240	325
7743	US Bank	CPN 00269148	Signs Direct-Street Signs-2/25/25-Stree	03/13/2025	936.30	.00		10-431-720	325
7743	US Bank	CPN 00269148	Maverick-Fuel-3/3/25-Water	03/13/2025	28.62	.00		51-531-256	325
7743	US Bank	CPN 00269148	Big John Products-Toilet Seat-3/6/25-P	03/13/2025	594.00	.00		10-444-262	325
7743	US Bank	CPN 00269148	Drip Depot-Controller-3/6/25-Parks	03/13/2025	96.04	.00		10-444-262	325
7743	US Bank	CPN 00269148	Stencil Ease-Crosswalk Stencil-3/6/25-	03/13/2025	54.00	.00		10-431-260	325
7743	US Bank	CPN 00269148	CED-Power Cord For Lift Station-3/10/2	03/13/2025	505.56	.00		42-533-720	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	7.73	.00		51-531-256	325

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	7.72	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	15.00	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	14.99	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	8.91	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	8.91	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	25.38	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	25.38	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	61.68	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	61.68	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	62.50	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	62.50	.00		52-532-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	43.00	.00		51-531-256	325
7743	US Bank	CPN 00269148	Stinker-Fuel For Generator-Valley Outa	03/13/2025	43.00	.00		52-532-256	325
7743	US Bank	CPN 00269148	CED-Trace Tape For Lift Station-3/11/2	03/13/2025	30.45	.00		42-533-720	325
7743	US Bank	CPN 00269148	PSI Exams-Training-2/14-Water	03/13/2025	89.00	.00		51-531-235	325
7743	US Bank	CPN 00269148	Amazon-TP-2/21/25-TH	03/13/2025	28.68	.00		10-411-240	325
7743	US Bank	CPN 00269148	Amazon-Lanyards-2/24/25-SP	03/13/2025	87.96	.00		10-441-240	325
7743	US Bank	CPN 00269148	Amazon-Printer-2/26/25-Streets	03/13/2025	179.00	.00		10-431-240	325
7743	US Bank	CPN 00269148	Zoom.com-Subscription-3/3/25-TH	03/13/2025	64.99	.00		10-411-245	325
7743	US Bank	CPN 00269148	USPS-Cameral Postage-3/5/25-Sewer	03/13/2025	121.05	.00		52-532-262	325
7743	US Bank	CPN 00269148	Amazon-Life Jackets-3/11/25-SP	03/13/2025	65.76	.00		10-441-240	325
7743	US Bank	CPN 00269148	Amazon-Life Jackets-3/12/25-SP	03/13/2025	30.99	.00		10-441-240	325
7743	US Bank	CPN 00269148	Amazon-Life Jackets-3/12/25-SP	03/13/2025	77.46	.00		10-441-240	325
7743	US Bank	CPN 00269148	Amazon-Allen Wrench-3/12/25-SP	03/13/2025	6.99	.00		10-441-240	325
7743	US Bank	CPN 00269148	BadgeandWallet.com-Officer Badges-2/	03/13/2025	1,177.25	.00		10-421-200	325
7743	US Bank	CPN 00269148	Walmart-Screen-Mount-2/26/25-PD	03/13/2025	356.00	.00		10-421-740	325
7743	US Bank	CPN 00269148	Stinker-Fuel-2/27/25-PD	03/13/2025	27.73	.00		10-421-256	325
7743	US Bank	CPN 00269148	Chewy.com-Dog Food For K9-3/12/25-	03/13/2025	59.59	.00		10-421-486	325
7743	US Bank	CPN 00269148	Shell-Fuel-3/10/25-PD	03/13/2025	49.00	.00		10-421-256	325
7743	US Bank	CPN 00269148	La Costa-Travel Meal-3/12/25-PD	03/13/2025	41.52	.00		10-421-230	325
7743	US Bank	CPN 00269148	UPS-Investigative Postage-3/13/25-PD	03/13/2025	13.92	.00		10-421-241	325
Total US Bank:					5,191.43	.00			
Valley Oil Company									
5705	Valley Oil Company	SVFD-8602	Card# 2472-20.5600 Gal-February 202	02/28/2025	63.72	.00		10-422-256	325
5705	Valley Oil Company	SVFD-8602	Card# 2475-19.0010 Gal-February Fuel	02/28/2025	58.88	.00		10-422-256	325
5705	Valley Oil Company	TOWS-8577	Card# 0202-61.2180 Gal-February 202	02/28/2025	94.85	.00		51-531-256	325
5705	Valley Oil Company	TOWS-8577	Card# 0202-61.2180 Gal-February 202	02/28/2025	94.86	.00		52-532-256	325
5705	Valley Oil Company	TOWS-8577	Card# 1130-50.2340 Gal-February 202	02/28/2025	149.14	.00		10-421-256	325

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5705	Valley Oil Company	TOWS-8577	Card# 2038-75.5710 Gal-February 202	02/28/2025	259.21	.00		10-421-256	325
5705	Valley Oil Company	TOWS-8577	Card# 2040-111.5060 Gal-February 202	02/28/2025	438.01	.00		10-421-256	325
Total Valley Oil Company:					1,158.67	.00			
Werner Water Engineering, LLC									
7763	Werner Water Engineering, LLC	1028	Engineering Floodway Analysis-PZ	03/11/2025	3,200.00	.00		10-412-741	325
Total Werner Water Engineering, LLC:					3,200.00	.00			
Wyoming Machinery Company									
6705	Wyoming Machinery Company	R6769402	Backhoe Loader Rental-686 Hrs-Street	02/27/2025	1,034.15	.00		10-431-740	325
6705	Wyoming Machinery Company	R6769402	Backhoe Loader Rental-686 Hrs-Water	02/27/2025	1,378.85	.00		51-531-740	325
6705	Wyoming Machinery Company	R6769402	Backhoe Loader Rental-686 Hrs-Sewer	02/27/2025	1,034.15	.00		52-532-740	325
Total Wyoming Machinery Company:					3,447.15	.00			
Wyoming Retirement System									
6205	Wyoming Retirement System	265635	Volunteer Firefighter and EMT Pension-	03/05/2025	562.50	.00		10-422-170	325
Total Wyoming Retirement System:					562.50	.00			
Grand Totals:					103,847.66	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
03/21/2025		7709	Armstrong Consultants, Inc	ARM236916-	24,767.70	.00	.00	24,767.70	_____	_____	_____
03/01/2025		5860	BCN	23881207	107.40	.00	.00	107.40	_____	_____	_____
04/05/2025		7106	Candy Mountain, LLC	0101366	102.40	.00	.00	102.40	_____	_____	_____
03/18/2025		1725	Carbon Power & Light Inc.	166-2/1/25-3/	16,162.33	.00	.00	16,162.33	_____	_____	_____
03/25/2025		1760	Caselle, Inc.	139223	1,347.00	.00	.00	1,347.00	_____	_____	_____
04/06/2025		2180	Dana Kepner Company of	2239544-00	480.00	.00	.00	480.00	_____	_____	_____
04/10/2025		2180	Dana Kepner Company of	2239581-00	145.95	.00	.00	145.95	_____	_____	_____
04/05/2025		7762	Evergreen Dwellings	1374	7,200.00	.00	.00	7,200.00	_____	_____	_____
03/06/2025		2985	Herold Iron Works	0034219	22.86	.00	.00	22.86	_____	_____	_____
03/04/2025		3055	Hi-Tech Auto Inc	21629	1,257.67	.00	.00	1,257.67	_____	_____	_____
03/15/2025		7658	NAPA Auto Parts Saratoga	02282025	2,046.43	.00	.00	2,046.43	_____	_____	_____
03/07/2025		4140	One-Call of Wyoming, Inc.	74797	11.55	.00	.00	11.55	_____	_____	_____
03/10/2025		4330	Platte Valley Community C	1581	15,000.00	.00	.00	15,000.00	_____	_____	_____
02/28/2025		5700	Platte Valley Foods LLC	02282025	1.98	.00	.00	1.98	_____	_____	_____
04/09/2025		7387	Platte Valley Porta Pots, In	1787	300.00	.00	.00	300.00	_____	_____	_____
04/09/2025		7523	Plattoga Holdings, LLC	1837	1,056.18	.00	.00	1,056.18	_____	_____	_____
02/28/2025		4895	Saratoga Feed and Grain	02282025	179.79	.00	.00	179.79	_____	_____	_____
03/11/2025		7370	Saratoga Jet Center	123124	14,629.50	.00	.00	14,629.50	_____	_____	_____
03/28/2025		7585	Shively Hardware Co - VF	28120-02282	39.98	.00	.00	39.98	_____	_____	_____
03/28/2025		5015	Shively Hardware Co (Tow	02282025	1,705.82	.00	.00	1,705.82	_____	_____	_____
03/28/2025		7438	Stinker Stores, Inc	K378-2/28/25	1,661.87	.00	.00	1,661.87	_____	_____	_____
03/17/2025		7551	Sundahl, Powers, Kapp &	17602	1,011.50	.00	.00	1,011.50	_____	_____	_____
03/05/2025		6991	The Cowboy Couture	2025-52	1,050.00	.00	.00	1,050.00	_____	_____	_____
04/10/2025		7743	US Bank	CPN 002691	5,191.43	.00	.00	5,191.43	_____	_____	_____
02/28/2025		5705	Valley Oil Company	TOWS-8577	1,036.07	.00	.00	1,036.07	_____	_____	_____
03/15/2025		5705	Valley Oil Company	SVFD-8602	122.60	.00	.00	122.60	_____	_____	_____
05/10/2025		7763	Werner Water Engineering,	1028	3,200.00	.00	.00	3,200.00	_____	_____	_____
03/27/2025		6705	Wyoming Machinery Comp	R6769402	3,447.15	.00	.00	3,447.15	_____	_____	_____
04/12/2025		6205	Wyoming Retirement Syste	265635	562.50	.00	.00	562.50	_____	_____	_____
Grand Totals:				29	103,847.66	.00	.00	103,847.66	_____	_____	_____

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
02/28/2025	1,217.84	.00	.00	1,217.84	1,217.84
03/01/2025	107.40	.00	.00	107.40	1,325.24
03/04/2025	1,257.67	.00	.00	1,257.67	2,582.91
03/05/2025	1,050.00	.00	.00	1,050.00	3,632.91
03/06/2025	22.86	.00	.00	22.86	3,655.77
03/07/2025	11.55	.00	.00	11.55	3,667.32
03/10/2025	15,000.00	.00	.00	15,000.00	18,667.32
03/11/2025	14,629.50	.00	.00	14,629.50	33,296.82
03/15/2025	2,169.03	.00	.00	2,169.03	35,465.85
03/17/2025	1,011.50	.00	.00	1,011.50	36,477.35
03/18/2025	16,162.33	.00	.00	16,162.33	52,639.68
03/21/2025	24,767.70	.00	.00	24,767.70	77,407.38
03/25/2025	1,347.00	.00	.00	1,347.00	78,754.38
03/27/2025	3,447.15	.00	.00	3,447.15	82,201.53
03/28/2025	3,407.67	.00	.00	3,407.67	85,609.20
04/05/2025	7,302.40	.00	.00	7,302.40	92,911.60
04/06/2025	480.00	.00	.00	480.00	93,391.60

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
04/09/2025	1,356.18	.00	.00	1,356.18	94,747.78
04/10/2025	5,337.38	.00	.00	5,337.38	100,085.16
04/12/2025	562.50	.00	.00	562.50	100,647.66
05/10/2025	3,200.00	.00	.00	3,200.00	103,847.66
Grand Totals:					
	103,847.66	.00	.00	103,847.66	

Report Criteria:

Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
53701	3 GREAT-WEST TRUST CO	53701	03/09/2025	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 3/9/2025	10-212500	165.00
	3 GREAT-WEST TRUST CO	53701	03/09/2025	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 3/9/2025	10-212500	130.00
	Total 53701:						295.00
31020251	5 BLUE CROSS & BLUE SH	31020251	03/09/2025	90-00	ACCOUNT # 2483060001 Health Ins Pay Period: 3/9/2025	10-212700	38,651.76
	Total 31020251:						38,651.76
31120251	1 EFTPS -TAXES	31120251	03/09/2025	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/9/2025	10-212100	3,554.63
	1 EFTPS -TAXES	31120251	03/09/2025	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/9/2025	10-212100	3,554.63
	1 EFTPS -TAXES	31120251	03/09/2025	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/9/2025	10-212100	831.32
	1 EFTPS -TAXES	31120251	03/09/2025	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/9/2025	10-212100	831.32
	1 EFTPS -TAXES	31120251	03/09/2025	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 3/9/2	10-212200	3,949.52
	Total 31120251:						12,721.42
Grand Totals:							51,668.18

TOWN OF SARATOGA

Check Register - NAMELESS

Pay Period Dates: 02/24/2025 - 03/09/2025

Mar 13, 2025 8:42AM

Report Criteria:

Includes the following check types:

Manual, Payroll, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
03/09/2025	PC	03/13/2025	53700	285		01-112700	96.41-
03/09/2025	PC	03/13/2025	3132025	46		01-112700	2,000.90-
03/09/2025	PC	03/13/2025	3132025	49		01-112700	2,598.74-
03/09/2025	PC	03/13/2025	3132025	78		01-112700	1,419.11-
03/09/2025	PC	03/13/2025	3132025	111		01-112700	1,747.63-
03/09/2025	PC	03/13/2025	3132025	134		01-112700	1,692.82-
03/09/2025	PC	03/13/2025	3132025	112		01-112700	1,765.47-
03/09/2025	PC	03/13/2025	3132025	40		01-112700	1,881.04-
03/09/2025	PC	03/13/2025	3132025	88		01-112700	1,411.27-
03/09/2025	PC	03/13/2025	3132025	201		01-112700	226.20-
03/09/2025	PC	03/13/2025	3132026	216		01-112700	287.70-
03/09/2025	PC	03/13/2025	3132026	217		01-112700	287.70-
03/09/2025	PC	03/13/2025	3132026	225		01-112700	35.60-
03/09/2025	PC	03/13/2025	3132026	226		01-112700	1,788.33-
03/09/2025	PC	03/13/2025	3132026	245		01-112700	3,687.18-
03/09/2025	PC	03/13/2025	3132026	247		01-112700	1,648.35-
03/09/2025	PC	03/13/2025	3132026	264		01-112700	3,043.74-
03/09/2025	PC	03/13/2025	3132026	235		01-112700	1,671.92-
03/09/2025	PC	03/13/2025	3132026	202		01-112700	202.55-
03/09/2025	PC	03/13/2025	3132026	261		01-112700	83.08-
03/09/2025	PC	03/13/2025	3132027	268		01-112700	35.18-
03/09/2025	PC	03/13/2025	3132027	270		01-112700	103.89-
03/09/2025	PC	03/13/2025	3132027	272		01-112700	2,709.68-
03/09/2025	PC	03/13/2025	3132027	273		01-112700	2,250.49-
03/09/2025	PC	03/13/2025	3132027	274		01-112700	29.05-
03/09/2025	PC	03/13/2025	3132027	276		01-112700	1,336.96-
03/09/2025	PC	03/13/2025	3132027	277		01-112700	1,315.11-
03/09/2025	PC	03/13/2025	3132027	280		01-112700	1,208.84-
03/09/2025	PC	03/13/2025	3132027	283		01-112700	1,113.77-
03/09/2025	PC	03/13/2025	3132027	284		01-112700	1,458.36-
03/09/2025	PC	03/13/2025	3132028	263		01-112700	1,565.52-
03/09/2025	PC	03/13/2025	3132028	227		01-112700	1,541.67-
03/09/2025	PC	03/13/2025	3132028	288		01-112700	1,457.76-
03/09/2025	PC	03/13/2025	3132028	48		01-112700	2,678.46-
Grand Totals:							46,380.48-
							34



**Saratoga/Platte Valley
Chamber of Commerce
Annual Dinner & Business Awards
Thursday March 20th, 2025**

doors open and Cocktails and Hors D'oeuvres 5:30pm
Meeting starts 6:30pm
\$50/person
Tables of 6 people \$500

 Tickets must be purchased by 5pm March 14th
If tickets are available after that date, they will
be sold at \$60/person

scan QR for tickets or table sponsorship
or Call Amanda at 307-326-8855





TOWN OF SARATOGA

PO BOX 486

PHONE: 326-8335

APPLICATION FOR STREET CLOSURE

DATE: 3/13/25

A street closure permit issued by the Town of Saratoga authorizes any person holding the authority to temporarily close any area to vehicular traffic for any gatherings within the municipal boundaries of the Town of Saratoga, and under the Town of Saratoga Municipal Code 5.08.220

APPLICANT NAME: KATHY BECK / PVCC

BUSINESS NAME: PLATE VALLEY COMMUNITY CENTER

BUSINESS ADDRESS: 210 W. ELM AVE - PO BOX 128 - SARATOGA

PHONE NO. 307-326-7822

REASON FOR PERMIT REQUEST: OUTDOOR CONCERT

LOCATION OF OFF - PREMISES: SPRING ST FROM 2ND - 3RD

DATE(S) REQUESTED: MAY 17TH, 2025 TIME: 8AM - 4PM

ORIGINAL PERMIT REQUEST

TIME: 8A - 4P STREET: SPRING ST FROM 2ND - 3RD

ADDITIONAL REQUEST:

TIME: _____ STREET: _____

TIME: _____ STREET: _____

PARKING LOT CLOSURE: N/A TIME: _____

RE-ROUTE TRAFFIC: _____

THE FOLLOWING IS FOR OFFICIAL USE ONLY

APPROVED BY: _____ DATE: _____

MAYOR SIGNATURE

APPROVED BY: _____ DATE: _____

CLERK SIGNATURE

TOWN OF SARATOGA

P.O. BOX 486
110 E. Spring Avenue
SARATOGA, WYOMING 82331



Special Events Application

Thank you for your interest in holding a special event in the Town of Saratoga. To assist with the orderly conduct of your special event, help make your experience rewarding and the event successful we ask that you take the time to carefully review and fill out the enclosed application.

DISCLAIMER

NOTICE: You are financially responsible for your acts of negligence and may be financially responsible for the negligent acts of others involved in this event. You are encouraged to obtain insurance for this activity. You and participants in the activity are not insured by the Town of Saratoga*.

*The Town of Saratoga is a governmental entity subject to the Wyoming Governmental Claims Act, the Wyoming Constitution, Wyoming Statutes and a member of the Local Government Liability Pool. As such the Town may not indemnify another or add as an additional insured any other person or entity. The Town of Saratoga is insured for only the negligence of *its employees* up to the maximum claim allowable by law against the Town. The Town does not waive their sovereign immunity by entering into this agreement, and the Town fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this event.

A complete application, which includes all insurance documentation, where applicable, must be submitted to the Town of Saratoga **at least thirty (30) days prior to the scheduled event.**

The governing body may waive the thirty (30) day requirement under extraordinary circumstances however no applicant shall be entitled to more than one (1) request for a waiver in a calendar year.

All untimely submittals may be denied. The submittal of the Special Event Application in no way obligates the Town of Saratoga to issue a Application for event. The issuance of a Special Event Application by the Town of Saratoga, in no way implies that the Town of Saratoga is sponsoring, sanctioning, or is any way responsible for the special event, or the conduct of its participants.

The approval of the special event is not final until approval by the Saratoga Town Council. Due to the increased interest of conducting events throughout our community and the associated costs that burden the Town of Saratoga, we ask that you review the enclosed fee schedule when planning your event. Again, thank you for planning your special event in the Town of Saratoga and we look forward to working with you in promoting a safe, secure and successful event.

Sincerely,

Jennifer Anderson
Town Clerk

Mayor John Zeiger

Councilman Mike McWain
Councilwoman Susan Howe

Phone: 307-326-8335

Councilwoman Judy Welton
Councilman Steve Wilcoxson

Fax: 307-326-8941
E-mail: townhall@saratogawyo.org

TOWN OF SARATOGA
SPECIAL EVENTS APPLICATION

Applicant Name: <u>PVCC</u>	Organization: <u>PVCC</u>
Address: <u>210 W Elm Ave</u>	Address: <u>PO Box 128</u>
City/State/Zip: <u>Saratoga, WY 82331</u>	City/State/Zip: <u>Saratoga, WY 82331</u>
Phone: _____	Phone: <u>307-326-7827</u>
Cell: <u>Same →</u>	Cell: <u>307-321-3960</u>
e-mail: _____	e-mail: <u>plattvalleycommunitycenter@gmail.com</u>
Date of the Event: <u>5/17/25</u>	Start Time for Event: <u>11 am</u>
Location of Event: <u>PVCC Patio & Spring Street</u>	End Time for Event: <u>4 pm</u>

Please check one:

- ☐ SMALL EVENT – less than 100 participants
☒ LARGE EVENT – more than 100 participants

Describe briefly the proposed event.

Proposing an outdoor Bluegrass concert "Pickin' on the Platte" - 4 or 5 bands + food trucks + vendors.

Use additional sheet if necessary.

Location of the event(please be specific)

PVCC Patio (North side facing Spring Street)

Schedule of event or events (attach by date the tentative activity planned for each location chosen).

Approximate number of participants expected: 100 - 200

Approximate number of support staff/volunteers: 5-10

Number of vehicles anticipated and parking requirements: Parking on Elm Ave, Saratoga Elementary + PVCC Parking Lot

Will town property be used for this event:

☒ yes ☐ no (if yes, please explain fully)
would like to close Spring St. from 2nd St to 3rd St

❖ There is **NO CAMPING ALLOWED** within the Saratoga Town Limits and violators will be cited.

Coordination with the Town of Saratoga Department of Public Works (DPW)

- What traffic control or parking issues are you anticipating: No issues pending
Spring Street closure
- What parking plan have you in place: See previous
- What services do you require from the Police Department or DPW?:
Closing Spring from 2nd to 3rd
- What are your security plans: : N/A - volunteers
- What services are required from the Fire Department?: N/A
- What services are required from the Planning Commission?: N/A
- What plans have you made for garbage containment and removal? Sanise
Sanitation is donating trash services
- What plans have you made for sanitary control/portable toilets?: - will have
porta-pots
- Will you be serving food? If yes, have you contacted the State of Wyoming Certified Food Safety Professional at 307-326-8001 for food service requirements:
Food trucks will provide food
- Alcoholic Beverages: Describe the location of any alcohol sales or serving stations, liquor license to be used, measures to insure proper ID for purchases and list persons supervising the operations.
N/A - No alcohol at this event
- Liquor Liability insurance to be required as described in Special Events Conditions #5.
N/A
- Any other request by applicant: :
- Name of persons who will be "in charge" at the site/activity: : Kathy Beck

On-site

Manager: Kathy Beck
 Home Phone: _____ Cell Phone: 307-314-5667
 Alternate On-site Manager Jo Elder
 Home Phone: _____ Cell Phone: 307-321-3960

Insurance Information: (if applicable)

Name of Insurance _____
 Company: Local Gov't Liability Pool - See attached
 Address: _____
 Phone Number: _____
 Contact Person: _____
 Policy Number: _____

Please provide Certificate of Insurance naming the Town of Saratoga as an additional insured,

Billing Address (if different than previously identified)

Firm/Name: _____
 Street Address: _____
 City/State/Zip: _____
 Fax Number: _____
 Phone: _____

Special Terms and Conditions to the Special Event Application

By submitting and signing this Application, the applicant/organization hereby agrees to comply with the Town of Saratoga Special Event conditions (attached hereto and made a part thereof) and further agrees not to violate any Federal, State, County or municipal laws, rules or regulations. Applicant further agrees to be bound by all Saratoga municipal codes in the conduct of the requested special event.

In consideration for permission to conduct its special event, applicant agrees to indemnify, defend and hold harmless the Town of Saratoga, its officers, agents, employees and volunteers, (including the payment of the Town's attorney's fees incurred in defense of the same) from any and all damage to property, injury to, or death of any person and from any and all liability, claims, actions or judgments which may arise from the proposed activity.

The Town of Saratoga, its employees, appointed and elected officials hereby preserve any and all immunity available to them pursuant to Wyoming law and the Wyoming Governmental Claims Act, and nothing contained herein shall be deemed to be a waiver of its immunity.

Dated this 13, day of March, 2025

Jo Elder
 Applicant Signature

LOCAL GOVERNMENT LIABILITY POOL

6844 Yellowtail Rd. Cheyenne, WY 82009
 Toll free: 888-433-1911 Cheyenne area: 307-638-1911 Fax: 307-638-6211
 Website: lglpwyoming.org E-mail: lglp@lglp.net

MEMORANDUM OF LIABILITY COVERAGE

DECLARATION PAGE

MEMBER AGENCY: Platte Valley Community Center

ADDRESS: PO Box 128
Saratoga, WY 82331

MEMBER DEDUCTIBLE: \$5,000 per occurrence

COVERAGE LIMIT: For covered claims under the Wyoming Governmental Claims Act:

- \$250,000 - per claimant per occurrence and \$500,000 - per occurrence for all claimants, except
- For claims under W.S. 1-39-110(b), \$1,000,000 – per occurrence for all claimants as limited by W.S. 1-42-202(b)(iv)

For covered claims under federal law & for out-of-state claims:

- \$1,500,000 - per occurrence for all claimants

Maximum annual aggregate for all claims

- \$5,000,000 – annual aggregate

COVERAGE PERIOD: July 1, 2024–June 30, 2025



What other agencies or groups have you contacted?

Have you received Applications from these agencies for your event (IF APPLICABLE)?
Please circle applicable agencies and attach a copy of the Application.

- ☐ Saratoga Planning Commissioners –(zoning issue if event is not an applicable use)
- ☐ Zoning and Planning Officer – (events requiring zoning clarification)
- ☐ Saratoga Department of Public Works (street closures – use of public parks)
- ☐ Saratoga Police Department: (events with alcohol sales or use – crowd control)
- ☐ Wyoming Highway Department –(parades or use of Highway 130/230)

TOWN OF SARATOGA SPECIAL EVENTS SIGN OFF SHEET

Proposed Special Event: Pickin' on the Platte - outdoor concert, etc

Date of Special Event: May 17th, 2025

Approved: _____ Date: _____
Planning and Zoning Officer

Approved: _____ Date: _____
DPW Supervisor

Approved: _____ Date: _____
Police Chief

Approved: _____ Date: _____
Fire Chief

Approved: _____ Date: _____
Town Council

TOWN OF SARATOGA SPECIAL EVENTS APPLICATION CONDITIONS

Please initial each condition as read

1. *h* Application holder shall obey all Federal, State, and local rules, regulations and laws. Application holder shall obey all Town of Saratoga municipal ordinances, rules and guidelines pertaining to the use of Town property, including the location and storage of vehicles and equipment, crowd control, and the restoration of premises to their original condition after the use for the special event.
2. *h* Application holder shall confine its activities to the location and time schedules approved for the Application. Traffic control shall be maintained as approved by the Saratoga Police Department and configured by the Saratoga Public Works Department when events are conducted on Town streets or on Town property.
3. *h* Reference to or the use thereof of the Town of Saratoga Logo is strictly prohibited in advertising of the event, unless prior written approval is granted by the Town of Saratoga.
4. *h* Application holder does hereby covenant and agree to indemnify and hold harmless the Town of Saratoga harmless from any and all loss, cost, damages, injuries, judgment and claims of any kind, including and an all costs, including any attorney's fees, on account of personal injury or property damage resulting from any activity of Application holder.
5. *h* In no way limiting the indemnity agreement above, Application holder will furnish to the Town of Saratoga a certificate of insurance providing liability, casualty and property coverage acceptable to its legal department showing combined single limit coverage for death or bodily injury, property damage or loss, marine and fire protection, or the equivalent of such coverage, not less than \$1,000,000.00. Applicant shall, if given permission to sell liquor, provide insurance enforcement for liquor liability naming the Town of Saratoga as additional insured for the amount of at least \$1,000,000.00. The Town of Saratoga, including its officials, employees and agents, shall be named an additional insured in the liability policy. Contractual liability coverage insuring the obligations of this agreement is also required. The insurance cannot be cancelled or substantially modified without ten (10) days notice to the Clerk of the Town of Saratoga.
6. *h* Application holder shall reimburse the Town of Saratoga for costs incurred in the use of Town equipment and assignment of municipal employees to duty in connection with the special event activities. A schedule of expected costs shall be prepared by the Saratoga Department of Public Works Supervisor after identification of the municipal sites to be used for the special event. Application holder shall post a cash bond as a refundable deposit against the estimated cost when requested.
7. *h* Neither the Application holder, nor its agent, employees, servants or helpers shall be or deemed to be, the employee, agent or servant of the Town of Saratoga. None of the benefits provided by the Town of Saratoga to its employees, including, but not limited to medical insurance, compensation insurance, and unemployment

insurance are available to Application holder or its employees, agents, servants or helpers.

8. lu Fees shall be charged for the use of Town Property: Application holder shall not conduct any event on Town property intended to attract or entertain the public or charge fees to spectators without specific approval of the Town of Saratoga in writing. No alterations or changes to Town owned property would be allowed without prior written permission from the Town Council or their designee.

9. lu Additional Applications and fees may be required for use of facilities of the Town of Saratoga and entry upon areas subject to special security requirements, such as the Saratoga Lake area, Veterans Island, Kathy Glode Park or the Hot Pool and Municipal Pool areas. Use of such facilities and areas may be further conditional upon assurances of compliance with security and other requirements of these facilities.

10. lu Application holder shall designate a local agent to sign this Application application who shall have the authority to represent them in all matters relating to exercise of the privileges herein granted and who shall be responsible for compliance with these conditions.

11. lu Arrangements for use of Town property, (i.e. building, streets/alleys, sidewalks, parks or other public places or property) owned by the Town must be approved by the Town Clerk in writing in advance of the actual event.

12. lu If Application holder finds it necessary or desirable to use Town equipment, only Town employees will be allowed to operate said equipment, unless prior arrangements in writing are made and then only with the prior approval of the DPW Supervisor.

13. lu The Application holder will be required to reimburse the Town as provided for contracting/ use of town services, equipment, building, or if not addressed, for the wages due the employees, calculated at their regular hourly overtime rate and including all withholdings required by the federal and state governments. In addition, the Application holder will be responsible for reimbursing the Town for additional bookkeeping or clerical costs.

15. lu Application holder shall be responsible for all additional costs incurred by the Town of Saratoga for garbage and sanitary clean-up due to the special event.

Application approved:

Mayor /Clerk

Date: _____

December 5, 2024

**RE: Real Estate Agent's Price Opinion
0.01-acre Vacant Parcel of Land
Saratoga, Wyoming**

To Whom it May Concern:

1. **Purpose.** The purpose of this letter is to give an opinion of market value of the approximate .04-acre parcel of land described on the attached exhibit, which is adjacent to and fenced in with the property owned by Kurt and Sheree Stropas on Saratoga Lake Road, located in Saratoga, Wyoming.
2. **Market Value Defined.** The highest price in terms of money which a property will bring if exposed for sale in an open market, allowing a reasonable time to find a purchaser who buys with knowledge of all uses of which the property is capable of being used.
3. **Limiting Conditions.** This opinion of market value is limited to the writer's general knowledge of the market and comparable sales activity in the general area of the subject property. A formal written report in accordance with normal or M.A.I Appraisal Standards is not required. A court appearance will not be required, and all parties agree that there will not be a subpoena requiring me, my report, or my notes to be used in court. Per Wyoming Statute § 33-28-125, this is an opinion of price and is not a certified appraisal of the market value of the property. If such an appraisal is desired, the service of a certified appraiser must be obtained
4. **Qualifications of Writer.** I am over the age of 18 and I am a resident of Carbon County, Wyoming. I am a licensed real estate agent in the State of Wyoming, with experience in the industry since 2015. I do not have or claim any interest in the subject property. I am not a licensed certified appraiser, and I base this opinion on my knowledge and experience as a licensed real estate agent only.
5. **Basis of Opinion.** My opinion of value is based on my personal visit and experience with the property. At the time of my visit, the parcel had been staked and marked by a surveyor and the boundaries were therefore visibly identifiable. The triangular shaped parcel is entirely fenced in with the adjacent Stropas property. Landscaping and other improvements associated with the Stropas property are located on the parcel. The shape and dimensions of the parcel are such that no meaningful structures could be built on the property due to setback constraints.

Because of the shape, size, and location of the parcel, the subject property is unique with no real comparable sales in the Town of Saratoga or Carbon County, Wyoming. Recent vacant land sales in the area are inapplicable because those sales do not have similar encroachments from the neighboring parcels, and those other vacant lots have typical

shapes and sizes capable of meeting setbacks for building permit eligibility. The encroachments from the Stropas property and the inability to construct meaningful structures on the parcel render the subject property essentially valueless.

6. **Opinion of Value.** Based on the foregoing, it is my opinion that the market value of the subject property on the open market is less than \$500.00.

Irene E. Archibald

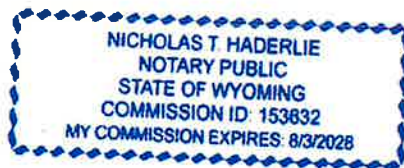
Wyoming Real Estate License # RE-13721

STATE OF WYOMING)
) SS:
COUNTY OF CARBON)

The foregoing was subscribed to and sworn to before me on December 5, 2024, by Irene E. Archibald, whose identity is known to me or was proven on the basis of satisfactory evidence.

Notary Public

My commission expires: 8/3/2028



QUITCLAIM DEED

The Town of Saratoga, a Wyoming municipal corporation located in Carbon County, Wyoming whose principal place of business is located at 110 East Spring Ave, Saratoga, WY 82331, ("Grantor") for and in consideration of \$499.00 and other good and valuable consideration, in hand paid, conveys and quitclaims to Kurts Stropas and Sheree Stropas, husband and wife, 6520 Empire Ave., Frederick, CO 80516, ("Grantee"), all right, title, and interest in the real property described on Exhibit A and depicted on Exhibit B, situated in Carbon County, Wyoming.

TOGETHER WITH all improvements, hereditaments and appurtenances, including, but not limited to, all easements and rights of way intended to benefit the premises, as well as any improvements, fixtures, or other personal property located on the premises; however, subject to all easements, reservations, restrictions, encumbrances, regulations, covenants, conditions, defects and encroachments of record.

Dated this ____ day of _____, 2025.

Town of Saratoga, Wyoming

By: _____
Its: Mayor

ATTEST

By: _____
Its: Town Clerk

STATE OF WYOMING)
) ss.
COUNTY OF CARBON)

This instrument was acknowledged before me by _____, the Mayor of The Town of Saratoga, Wyoming, a Municipal Corporation, and by _____, the Town Clerk of the Town of Saratoga, Wyoming, this ____ day of _____, 2025.

Notary Public

My Commission expires: _____

- EXHIBIT A -
CERTIFIED LAND DESCRIPTION
0.04 ACRE PARCEL

STATE OF WYOMING)
) SS.
 COUNTY OF CARBON)

I, KENNETH D. HUFFMAN, OF ENGINEERING ASSOCIATES IN WYOMING, HEREBY CERTIFY THAT THIS DESCRIPTION WAS PREPARED USING THAT DESCRIPTION WITHIN THAT QUITCLAIM DEED RECORDED IN BOOK 1197 AT PAGE 136 IN THE CARBON COUNTY CLERK'S OFFICE AND FROM NOTES FROM A SURVEY PERFORMED BY OTHERS UNDER MY DIRECTION ON DECEMBER 20, 2024, TO DESCRIBE THE 0.04 ACRE PARCEL.

A PARCEL OF LAND BEING WITHIN LOT 1 OF SECTION 7, TOWNSHIP 17 NORTH, RANGE 83 WEST, 6TH P.M., CARBON COUNTY, WYOMING, BEING SHOWN AND LABELED AS A 0.04-ACRE PARCEL ON EXHIBIT B ATTACHED HERETO AND BY THIS REFERENCE BEING MADE A PART HEREOF, SAID 0.04-ACRE PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

CONSIDERING THE WESTERLY BOUNDARY LINE TO SECTION 7, T17N, R83W AS BEARING SOUTH 00° 27' 44" EAST BASED ON THE POSITION OF MONUMENTS RECOVERED AT THE NORTHWEST AND SOUTH SIXTEENTH CORNERS OF SAID SECTION 7, WITH ALL OTHER BEARINGS CONTAINED HEREIN RELATIVE HERETO; COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 7;

THENCE ALONG WESTERLY BOUNDARY OF SAID SECTION 7 SOUTH 00° 27' 44" EAST, A DISTANCE OF 1162.97 FEET, TO THE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID WESTERLY BOUNDARY SOUTH 00° 27' 44" EAST, A DISTANCE OF 109.24 FEET;

THENCE NORTH 23° 59' 31" EAST, A DISTANCE OF 79.35 FEET;

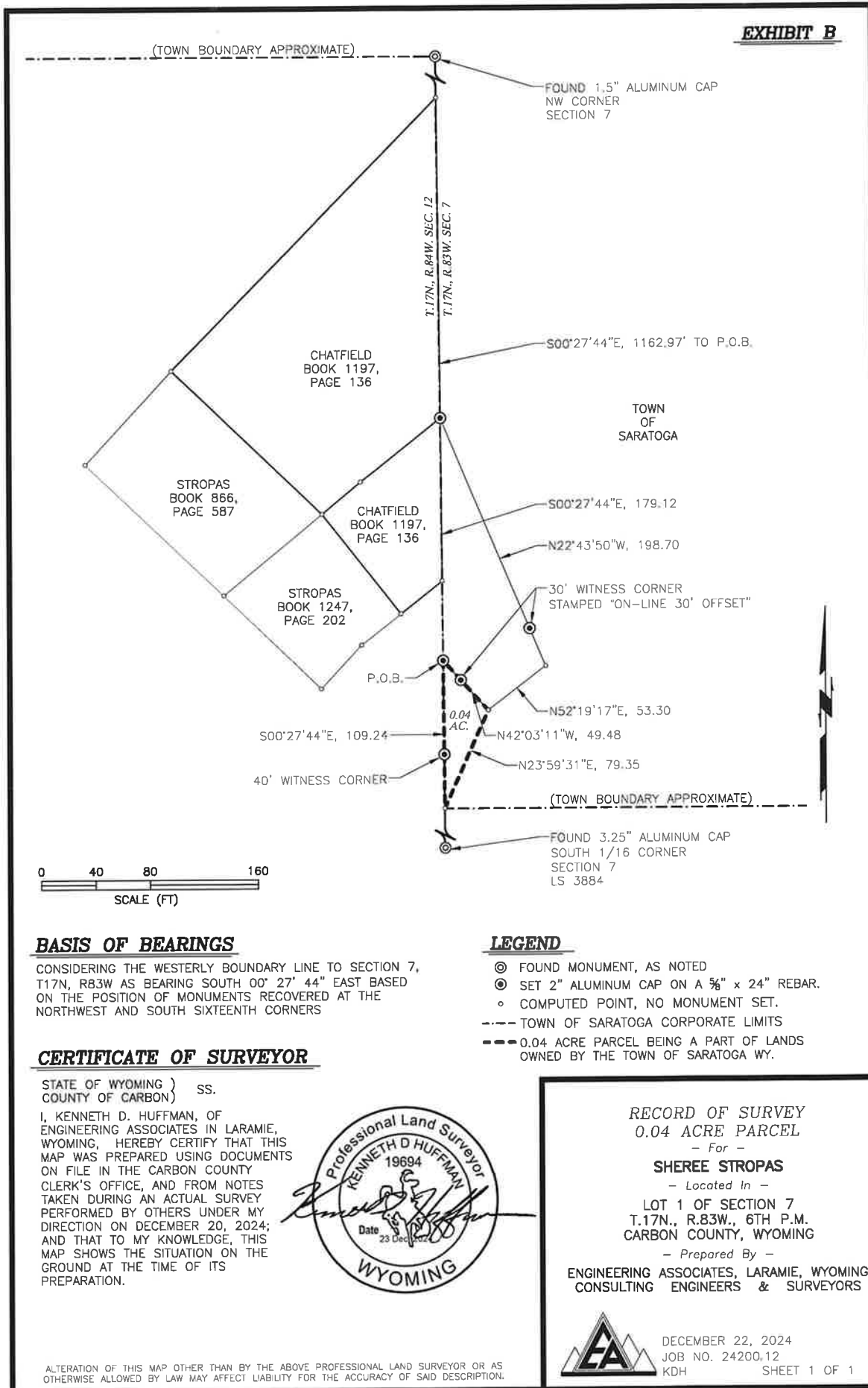
THENCE NORTH 42° 03' 11" WEST, A DISTANCE OF 49.48 FEET MORE OR LESS, TO THE POINT OF BEGINNING;

THIS DESCRIPTION IS PREPARED FOR LOCATION PURPOSES. SPECIFIC CONDITIONS OF LAND USE ARE TO BE FULLY DESCRIBED IN THE CONVEYANCE DOCUMENTS THIS DESCRIPTION ACCOMPANIES. TITLE TO THE LANDS DESCRIBED HEREIN IS TO BE INVESTIGATED AND REPORTED BY OTHERS.



ENGINEERING ASSOCIATES
 LARAMIE, WYOMING 82073
 JOB NO. 24200.12

ALTERATION OF THIS DESCRIPTION OTHER THAN BY THE ABOVE CERTIFYING PROFESSIONAL LAND SURVEYOR OR AS OTHERWISE ALLOWED BY LAW MAY AFFECT LIABILITY FOR THE ACCURACY OF SAID DESCRIPTION.





MOTOROLA SOLUTIONS

Motorola Solutions, Inc.

500 West Monroe

Chicago IL 60661

United States

Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com

Bill To Address

SARATOGA, TOWN OF
ATTN: Accounts Payable
111 E SPG AVE
SARATOGA WY 82331
United States

ORIGINAL INVOICE

Transaction Number

8282086410

Transaction Date

28-FEB-2025

Transaction Total

2,536.14 USD

P.O. Number

NTP

P.O. Date

30-SEP-2024

Customer Account No

1036314061

Payment Terms

Net Due in 30 Days

Payment Due Date

30-MAR-2025

Ship To Address

SARATOGA, TOWN OF
111 E SPRING AVE
SARATOGA WY 82331
United States

Project No: PROJECT NOT NEEDED

IMPORTANT INFORMATION

Ultimate Destination

United States

Freight Terms: FREIGHT

PREPAID

Inco Term: CPT

NEAREST PORT OF IMPORT

For all invoice payment inquiries contact

AccountsReceivable@motorolasolutions.com

Telephone: 800-247-2346

Fax: +1(631)883-4238

Sales Order(s): 3203527164

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
		invoice should reference Motorola Bluetooth Mic/Charger			
1	LSV01S00131A	G78AR - ADD: 3Y ESSENTIAL SERVICE : Duration Service From: 01-MAR-2025 Service To: 29-FEB-2028	2	123.84	247.68
1.1	GA05509AA	DEL: DELETE UHF BAND	2	(344.00)	(688.00)
1.2	GA05507AA	DEL: DELETE 7/800MHZ BAND	2	(344.00)	(688.00)
1.3	GA09000AA	ADD: DIGITAL TONE SIGNALING	2	70.95	141.90
1.4	QA09113AB	ADD: BASELINE RELEASE SW	2	0.00	0.00
1.5	GA00580AA	ADD: TDMA OPERATION	2	212.85	425.70

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number	Customer Account No	Payment Due Date	Transaction Total	Amount Paid
8282086410	1036314061	30-MAR-2025	2,536.14 USD	

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

SARATOGA, TOWN OF
ATTN: Accounts Payable
111 E SPG AVE
SARATOGA WY 82331
United States

Payment Transfer Details

Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806

Send Payments To:



MOTOROLA SOLUTIONS

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago IL 60693
United States

Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8282086410	Transaction Date 28-FEB-2025	Transaction Total 2,536.14 USD
P.O. Number NTP	P.O. Date 30-SEP-2024	Customer Account No 1036314061
Payment Terms Net Due in 30 Days		Payment Due Date 30-MAR-2025

Visit our website at www.motorolasolutions.com

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1.6	G51AT	ENH:SMARTZONE	2	709.50	1,419.00
1.7	G361AH	ENH: P25 TRUNKING SOFTWARE APX	2	141.90	283.80
1.8	W382AM	ADD: CONTROL STATION DESK GCAI MIC	2	79.98	159.96
1.9	G78AR	ADD: 3Y ESSENTIAL SERVICE	2	0.00	0.00
1.10	L999AG	ADD: FULL FP W/E5/KEYPAD/CLOCK/VU	2	373.24	746.48
1.11	G444AH	ADD: APX CONTROL HEAD SOFTWARE	2	0.00	0.00
1.12	G806BL	ENH: ASTRO DIGITAL CAI OP APX	2	243.81	487.62
1.13	CA01598AB	ADD: AC LINE CORD US	2	0.00	0.00
USD Subtotal					2,536.14
USD Total Tax					0.00
USD Total					2,536.14
USD Amount Due					2,536.14



* *



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8282085577	Transaction Date 27-FEB-2025	Transaction Total 7,982.52 USD	
P.O. Number NTP	P.O. Date 30-SEP-2024	Customer Account No 1036314061	
Payment Terms Net Due In 30 Days		Payment Due Date 29-MAR-2025	
Bill To Address SARATOGA, TOWN OF ATTN: Accounts Payable 111 E SPG AVE SARATOGA WY 82331 United States		Ship To Address SARATOGA, TOWN OF 111 E SPRING AVE SARATOGA WY 82331 United States	

Visit our website at www.motorolasolutions.com

IMPORTANT INFORMATION

Ultimate Destination
United States

Freight Terms: FREIGHT
PREPAID
Inco Term: CPT
NEAREST PORT OF IMPORT

For all invoice payment inquiries contact
AccountsReivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

Sales Order(s): 3203527164
Delivery Number(s): 9112439819

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	L37TSS9PW1AN	invoice should reference Motorola Bluetooth Mic/Charger ALL BAND CONSOLETTTE SO Line #: 1.1 Ship Date: 27-FEB-2025 SERIAL NUMBERS 681CBD3773 681CBD3774	2	3,457.20	6,914.40
1.1	W969BG	ENH: MULTIKEY OPERATION	2	156.09	312.18
1.2	G851AG	ADD: AES/DES-XL/DES-OFB ENCRYP APX AND ADP	2	377.97	755.94

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8282085577	Customer Account No 1036314061	Payment Due Date 29-MAR-2025	Transaction Total 7,982.52 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

SARATOGA, TOWN OF
ATTN: Accounts Payable
111 E SPG AVE
SARATOGA WY 82331
United States

Payment Transfer Details

Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806

Send Payments To:



Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago IL 60693
United States
Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

**MOTOROLA SOLUTIONS**

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ORIGINAL INVOICE

Transaction Number 8282085577	Transaction Date 27-FEB-2025	Transaction Total 7,982.52 USD	
P.O. Number NTP		P.O. Date 30-SEP-2024	Customer Account No 1036314061
Payment Terms Net Due in 30 Days			Payment Due Date 29-MAR-2025

USD Subtotal	7,982.52
USD Total Tax	0.00
USD Total	7,982.52
USD Amount Due	7,982.52



Shopping Cart

[Empty Cart](#) | [Share](#)

[Add Product by Model #](#)

Model #	Description	Qty	Price	Total	Remove
H-1840	Nonmagnetic Melamine Dry Erase Board - 6 x 4'	1	\$195.00/EA	\$195.00	
H-3947	Cork Board with Aluminum Frame - 6 x 4'	1	\$190.00/EA	\$190.00	
H-6522BL	Vinyl Stackable Chair - Black	8	\$85.00/EA	\$680.00	
H-6932	Economy Training Table - 60 x 24"	4	\$235.00/EA	\$940.00	
SUBTOTAL =				\$2,005.00	

[Update](#)

[Checkout](#)

Shipping | [Sale Code:](#)

[Add](#)

\$300+ orders are eligible for a free item.

Nonmagnetic Melamine Dry Erase Board - 6 x 4'



[Enlarge & Video](#)

Writing glides on smoothly and wipes off easily.

- White melamine surface resists scratching. Aluminum frame.
- Marker, marker tray and mounting hardware included.
- Additional [Dry Erase Markers and Accessories](#) available.

MODEL NO.	SURFACE	SIZE W x H	WT. (LBS.)	PRICE EACH		IN STOCK SHIPS TODAY
				1	3+	
H-1840	Nonmagnetic Melamine	6 x 4'	37	\$195	\$185	1 ADD

SHIPS VIA MOTOR FREIGHT

[Additional Info](#) [Parts](#) [Shopping Lists](#) [Request a Catalog](#)

RELATED ITEMS

SAME DAY SHIPPING

HUGE SELECTION IN STOCK

SHIPS FROM 14 LOCATIONS

Cork Board with Aluminum Frame - 6 x 4'



[Enlarge & Video](#)

Keep employees informed of bulletins and announcements.

- Heavy-gauge frame with a contemporary, satin finish.
- Mounting hardware included.
- [Push Pins](#) available.

MODEL NO.	DESCRIPTION	SIZE W x H	WT. (LBS.)	PRICE EACH		IN STOCK
				1	3+	
H-3947	Aluminum Frame	6 x 4'	34	\$190	\$180	1 ADD

SHIPS VIA MOTOR FREIGHT

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SAME DAY SHIPPING

HUGE SELECTION IN STOCK

SHIPS FROM 14 LOCATIONS

Vinyl Stackable Chair - Black



Sturdy, durable chairs stack neatly when not in use.

- Antimicrobial and easy to clean in waiting rooms and clinics.
- 2 1/2" thick foam padded seat with 2" back.
- Steel frame. Powder-coat finish.
- Stacks up to 5 high for convenient storage.

More Images

SPECIFY COLOR:



MODEL NO.	DESCRIPTION	SEAT DIMENSIONS W x D	CAPACITY (LBS.)	SEAT HEIGHT	WT. (LBS.)	PRICE EACH		COLOR	IN STOCK SHIPS TODAY
						1	10+		
H-6522BL	Vinyl	19 x 17 1/2"	300	19"	21	\$85	\$80	<input checked="" type="checkbox"/> Black	1 ADD

EASY ASSEMBLY. SHIPS VIA UPS.

[+ Additional Info](#) [+ Parts/Accessories](#) [+ Shopping Lists](#) [Request a Catalog](#)

RELATED ITEMS

SAME DAY SHIPPING

HUGE SELECTION IN STOCK

SHIPS FROM 14 LOCATIONS

Economy Training Table - 60 x 24"



[More Images & Video](#)

Lightweight and portable for college classrooms and multi-use areas.

- Blow-molded plastic top, 29 1/2" height.
- Top flips up 90° for compact storage.
- 2 grommets for cable management.
- Powder-coated steel frame.
- 2" locking swivel casters.
- Tables nest when not in use.
- [Mesh Nesting Chairs](#) available.



MODEL NO.	SHAPE	DIMENSIONS L x W	CAPACITY (LBS.)	WT. (LBS.)	PRICE EACH		IN STOCK SHIPS TODAY
					1	8+	
H-6932	Rectangle	60 x 24"	250	46	\$235	\$225	1 ADD

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

[+ Additional Info](#) [+ Parts](#) [+ Shopping Lists](#) [Request a Catalog](#)

RELATED ITEMS

SAME DAY SHIPPING

HUGE SELECTION IN STOCK

SHIPS FROM 14 LOCATIONS

Poudre Valley Coop

225 NW Frontage Rd.
Fort Collins, CO 80524

**QUOTE****Bill To****Town of Saratoga**

Emery Penner

Director of Public Works/ Planning and Zoning

Quote # 0001001**Quote Date** 03-11-2025**Due Date** 03-31-2025

QTY	Description	Unit Price	Amount
360.00	High Altitude Grass Blend	4.66	\$1677.60
42.00	22-0-6 with pendi	34.92	\$1466.64
Total (USD)			\$3144.24

**TOWN OF SARATOGA
ORDINANCE NO. 25-880**

Item 17)

AN ORDINANCE TO AMEND THE TOWN OF SARATOGA, TOWN CODE, TITLE 17 SUBDIVISIONS. AN ORDINANCE AMENDING AND CLARIFYING THE PROCESS OF SUBDIVIDING LAND OR ALTERING EXISTING SUBDIVISIONS WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF SARATOGA, AS WELL AS THE REQUIREMENTS AND PROCESSES FOR THE CONSTRUCTION OF PUBLIC IMPROVEMENTS OF SAID SUBDIVISIONS. AND TO PROVIDE AN EFFECTIVE DATE.

WHEREAS, The Town Council and the Mayor of The Town of Saratoga, has determined that in the best interest of its residents that the above mentioned Town Code Section(s) be amended.

WHEREAS, The Town of Saratoga Planning Commission held a public hearing on January 14, 2024 and made an official recommendation of these amendments to the Saratoga Town Council.

WHEREAS, The Town Council and the Mayor of The Town of Saratoga, finds it appropriate and necessary to establish a clear process for the development of land within the municipal boundaries of The Town of Saratoga.

NOW THEREFORE, BE IT ORDAINED by the Mayor and Town Council of Saratoga, Carbon County, Wyoming.

SECTION 1: That Title 17 Subdivision that exists prior to the passage of this ordinance is hereby repealed in full. This ordinance is intended to replace the current Title 17 in its entirety.

SECTION 2: That Saratoga Town Code Title 17 Subdivisions is hereby amended to read as follows:

CHAPTER 17.04 GENERAL PROVISIONS

§ 17.04.010. Title.

These regulations shall be known and may be cited as “the Subdivision Regulations of Saratoga, Wyoming.”

§ 17.04.020. Authorization.

Authorization for these subdivision regulations is contained in W.S. 1977, Sections 15-1-501 through 15-1-512 for municipalities and W.S. 1977, Sections 34-12-101 through 34-12-115 on platting and dedication.

§ 17.04.030. Purpose.

The purposes of the regulations are to promote the public health, safety and general welfare of residents and visitors alike. The overall objective of these regulations is; to consider land subdivision plats as part of a plan for the orderly, efficient and economical development of the land within the Planning Commission’s jurisdiction.

1. Streets shall be of such width, grade and location to accommodate prospective traffic, provide adequate light and air, and to provide access by service and emergency vehicles.
2. Land of suitable location, size and character for utility or drainage easements or public community services shall be shown on the subdivision plat wherever appropriate.
3. Land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health and welfare from flooding, fire contamination, erosion and other menace.
4. The development of any subdivision should avoid unnecessary environmental degradation, pollution of air, streams, ponds, and so on, and be in harmony with the natural environment.
5. Protect and conserve the value of land and buildings throughout The Town and minimize conflicts among the uses of land and buildings.
6. Provide adequate and efficient transportation, water, sewage, schools, parks, playgrounds, recreation and other public requirements, facilities and open space needs as will accommodate the anticipated rate of development.
7. Establish reasonable standards of design and procedures for subdivisions and re-subdivisions in order to further the orderly layout and use of land, and insurance of proper legal descriptions and placement of monuments of subdivided land to provide adequate records for land titles. Avoid excessive expenditure of public funds for the supply of public services.

§ 17.04.040. Applicability.

These regulations apply to all subdivisions of land within the jurisdictional area of the governing body of Saratoga, Wyoming.

§ 17.04.050. Conflicting provisions.

These regulations supplement all other laws, regulations, ordinances or resolutions. The more restrictive requirements shall apply where they are at variance with other laws, regulations, ordinances or resolutions.

§ 17.04.060. Amendments.

For the purpose of providing for the public health, safety and general welfare, the Planning Commission may recommend to the local government body of The Town proposed modifications and revisions of these subdivision regulations. Public hearings on all proposed amendments shall be held in the manner prescribed by law, after which The Town Council shall approve, amend or override the Planning Commission's recommendations.

§ 17.04.070. Compliance with conditions.

The developer shall comply with reasonable conditions laid down by the Planning Commission for design, dedication, improvement and restrictive use of the land so as to conform to the physical and economical development of The Town and to the safety and general welfare of the future plot owners in the subdivision and of the community at large.

§ 17.04.080. Severability.

The invalidity of any provisions of these regulations shall not invalidate any other part thereof which is not itself invalid.

§ 17.04.090. Saving provision.

These regulations shall not be construed as abating any action now pending under, or as discontinuing, abating, modifying or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm or corporation, or as waiving any right of The Town under any section or provision existing at the time of adoption of these regulations, or as vacating or annulling any rights obtained by any person, firm or corporation by lawful action of The Town except as shall be expressly provided for in these regulations.

CHAPTER 17.08 DEFINITIONS

§ 17.08.010. Usage generally.

1. For the purpose of these regulations, certain numbers, abbreviations, terms and words used in this title shall be used, interpreted and defined as set forth in this section.
2. "Person" includes a firm, association, organization, partnership, trust, company or corporation as well as an individual.
3. "Shall" is a mandatory requirement, "may" is a permissive requirement and "should" is a preferred requirement.
4. "Used" or "occupied" includes the words "intended, designed or arranged to be used or occupied."
5. "Lot" includes the words "plot" or "parcel."
6. Unless the context clearly indicates to the contrary, words used in the present tense include the future tense; words in the plural number include the singular; "herein" means "in these regulations"; "regulations" means "these regulations."
7. "Building" includes "structure"; "building" or "structure" includes any part thereof.

§ 17.08.020. Alley.

"Alley" means a public or private right-of-way primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on some other street.

§ 17.08.030. Amended Subdivision Plat

"Amended Subdivision Plat" is a Plat portraying the alterations that have been made to lots in an existing subdivision. All alterations to existing subdivisions shall be in accordance with this Title and all other applicable provisions of the Saratoga Town Code.

§ 17.08.040. Applicant.

"Applicant" means the owner of land proposed to be subdivided or his or her representative. Consent shall be required from the legal owner of the premises.

§ 17.08.050. Block.

"Block" means a tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad rights-of-way, shorelines of waterways or boundary lines of municipalities.

§ 17.08.060. Bond.

“Bond” means any form of security including a cash deposit, surety bond, collateral, property or instrument of credit in an amount and form satisfactory to the governing body. All bonds shall be approved by the governing body wherever a bond is required by these regulations. Item 17)

§ 17.08.070. Building.

“Building” means any structure built for the support, shelter or enclosure of persons, animals, chattels or movable property of any kind and includes any structure.

§ 17.08.080. Chairman.

“Chairman” means the elected chairman of the Planning Commission or, in his or her absence, the vice chairman or other delegate.

§ 17.08.090. Commission.

“Commission” means the Planning and Zoning Commission administering these regulations.

§ 17.08.100. Construction plan.

“Construction plan” means the maps or drawings accompanying a subdivision plat and showing the specific location and design of improvements to be installed in the subdivision in accordance with the requirements of the Planning Commission as a condition of approval of the plat.

§ 17.08.110. County.

“County” refers to the territory of Carbon County.

§ 17.08.120. Density.

1. “Density” means a unit of measurement; the number of dwelling units per acre of land.
2. “Gross density” means the number of dwelling units per acre of the total land to be developed.
3. “Net density” means the number of dwelling units per acre of land when the acreage involved includes only the land devoted to residential uses.

§ 17.08.130. Designated engineer.

“Designated engineer” refers to the engineer responsible for preparation of cost approximations and certification as to the improvements being in conformance with the construction drawings and specifications.

§ 17.08.140. Developer.

“Developer” means any individual, firm, association, corporation, governmental agency or any other legal entity commencing proceedings under these regulations to carry out the development of land as defined herein, for him or herself or for another.

§ 17.08.150. Easement.

“Easement” means authorization by a property owner for the use by another and for a specified purpose of any designated part of his or her property.

§ 17.08.160. Engineer.

“Engineer” means any person licensed to practice professional engineering in the state as specified in W.S. 1977, Section 33-29-113.

§ 17.08.170. Escrow.

“Escrow” means a deposit of cash with The Town Council in lieu of an amount required and still in force on a performance or maintenance bond. Such escrow funds shall be deposited by the Zoning Officer in a separate account.

§ 17.08.180. Frontage.

“Frontage” means any street to be constructed by the developer or any existing street in which development shall take place on both sides. The place where the lot lines meet those street(s) is where the lot is considered to have frontage. A lot with streets in the rear of the lot and front of the lot would be considered to have frontage on both sides.

§ 17.08.190. Grade.

“Grade” means the inclination from the horizontal of a road, unimproved land, etc., and is expressed by stating the vertical rise or fall as a percent of the horizontal distance. See Figure 1.

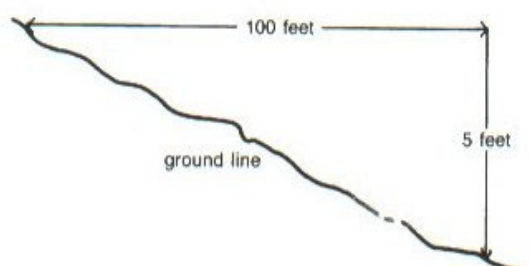


Figure 1, Diagram showing a 5% slope

§ 17.08.200. Improvements.

“Improvements” means street pavement or resurfacing, curbs, gutters, sidewalks, water lines, sewer lines, storm drains, street lights, flood control and drainage facilities, utility lines, landscaping and other related matters normally associated with the development of raw land into building sites.

§ 17.08.210. Joint ownership.

"Joint ownership" among persons shall be construed as the same owner; “constructive ownership” for the purpose of imposing subdivision regulations.

§ 17.08.220. Local street.

“Local street” means a road intended to provide access to other roads from individual properties and to provide right-of-way beneath it for sewer, water and storm drainage pipes.

§ 17.08.230. Lot—Parcel.

“Lot” or “parcel” means a portion of land in a subdivision or plat of land, separated from other lots or portions of land by description as on a subdivision or record of survey map or by metes and bounds for the purpose of sale, lease or separate use.

§ 17.08.240. Lot area.

“Lot area” means the amount of surface land contained within the property lines of a lot, including the land within easements on the lot, but excluding any land within the street right-of- way or public open space.

§ 17.08.250. Lot depth.

Lot depth of a lot shall be considered the distance between the midpoints of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.

§ 17.08.260. Lot improvement.

“Lot improvement” means any building, structure, place, work of art or other object, or improvement of land on which they are situated constituting a physical betterment of real property, or any part of such betterment. Certain lot improvements shall be properly bonded as provided in section(s) 17.28.100 and 17.28.110 of these regulations.

§ 17.08.270. Lot, minimum area of.

“Minimum area of lot” means the area of a lot is computed exclusive of any portion of the right- of-way of any public or private street.

§ 17.08.280. Lot measurements.

A lot shall be measured as follows:

1. Depth of a lot shall be considered to be the distance between the midpoints of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.
2. Width of a lot shall be considered to be the distance between straight lines connecting front and rear lot lines at each side of the lot, measured at the building setback line; provided, however, that the width between side lot lines at their foremost points (where they intersect with street lines) shall not be less than eighty percent of the required lot width.

§ 17.08.290. Lot of record.

“Lot of record” means a lot which is part of a subdivision recorded in the office of the county recorder, or a lot or parcel described by metes and bounds, the description of which has been recorded.

§ 17.08.300. Lot types.

Terminology used in these regulations with reference to corner lots, interior lots and through lots is as follows:

1. A “corner lot” is defined as a lot located at the intersection of two or more streets. A lot abutting on a curved street or streets shall be considered a corner lot if straight lines drawn from the foremost points of the side lots lines to the foremost point of the lot meet at an interior angle of less than one hundred thirty-five degrees.
2. An “interior lot” is a lot other than a corner lot with only one frontage on a street.
3. A “through lot” is a lot other than a corner lot with frontage on more than one street. Through lots abutting two streets may be referred to as “double frontage lots.”
4. A “reversed frontage lot” is a lot on which frontage is at right angles to the general pattern in the area. A reversed frontage lot may also be a corner lot.

§ 17.08.310. Lot width.

Width of a lot shall be considered to be the distance between straight lines connecting front and

rear lot lines at each side of the lot, measured at the building setback line; provided, however, that the width between side lot lines at their foremost points (where they intersect with street lines) shall not be less than eighty percent of the required lot width.

§ 17.08.320. Master plan.

“Master plan” means a comprehensive plan for development of the local government, prepared and adopted by the Planning Commission, pursuant to state law, and including any part of such plan separately adopted and any amendment to such plan or parts thereof.

§ 17.08.330. Master street plan.

See official Saratoga major street plan adopted by the Saratoga Town Council. (Ord. 356 Ch. 6 § 2, 1979)

§ 17.08.340. Monuments.

“Monuments” means permanent concrete or iron markers used to establish definitely all lines of the plat of a subdivision, including all lot corners, boundary line corners and points of change in street alignment.

§ 17.08.350. Official map.

“Official map” means the map established by the governing body pursuant to law showing the streets and setback lines theretofore laid out, adopted and established by law and any amendment or additions thereto adopted by the governing body or additions thereto resulting from the approval of subdivision plats by the Planning Commission and the subsequent filing of such approved plats.

§ 17.08.360. Off-site.

“Off-site” means any premises not located within the area of the property to be subdivided, whether or not in the same ownership of the applicant for subdivision approval.

§ 17.08.370. Open space.

“Open space” means an area open to the sky which may be on the same lot with a building. The area may include, along with the natural environmental features, swimming pools, tennis courts or any other recreational facilities that the Planning Commission deems permissive. Streets, structures for habitation and the like shall not be included.

§ 17.08.380. Ordinance.

“Ordinance” means any legislative action instated by a local government which has the force of law, including any amendment or repeal of any ordinance.

§ 17.08.390. Out lot.

“Out lot” means property shown on a subdivision plat outside of the boundaries of the land which is to be developed and which is to be excluded from the development of the subdivision.

§ 17.08.400. Owner.

“Owner” means any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to or sufficient proprietary interest in the land sought to be subdivided under these regulations.

§ 17.08.410. Parking space, off-street.

For the purpose of these regulations, an “off-street parking space” consists of an area adequate for parking an automobile with room for opening doors on both sides, together with properly related access to a public street or alley and maneuvering room, but shall be located totally outside of any street or alley right-of-way.

§ 17.08.420. Performance bond—Surety bond.

“Performance bond” or “surety bond” means an agreement by a subdivider or developer with The Town for the amount of the estimated construction cost guaranteeing the completion of physical improvements according to the plans and specifications within the time prescribed by the subdivider’s agreements.

§ 17.08.430. Planning Commission.

“Planning Commission” means The Town’s Planning and Zoning Commission established in accordance with law.

§ 17.08.440. Plat Types.

“Plat” means a map or layout of a subdivision indicating the location and boundaries of individual properties.

1. “Preliminary plat” means the preliminary drawing or drawings, described in these regulations, indicating the proposed manner or layout of the subdivision to be submitted to the Planning Commission for approval.
2. “Final subdivision plat” means the final map, drawing or chart upon which the subdivider’s plan of subdivision is presented to the Planning Commission for approval, and which, if approved, will be submitted to the county clerk for recording.
3. “Amended subdivision plat” means a proposed and or approved map of a change in an existing subdivision. See 17.08.025, 17.08.530

§ 17.08.450. Principal arterials streets.

“Principal arterials” means street and highways serving major metropolitan activity centers, the highest traffic volume corridors, the longest trip desires and high proportion of total urban area travel on a minimum of mileage. Service to abutting land should be subordinate to the provision of travel service to major traffic movements. This system carries the major portion of trips entering and leaving the urban area, as well as the majority of through movement desiring to bypass the central city.

§ 17.08.460. Public facility.

“Public facility” means any use of land, whether publicly or privately owned, for transportation, utilities or communications or for the benefit of the general public, including but not limited to libraries, streets, schools, fire or police stations, county buildings, municipal buildings, recreational centers including parks, and cemeteries.

§ 17.08.470. Public improvement.

“Public improvement” means any drainage ditch, roadway, off-street parking area, lot improvement or other facility for which the local government may ultimately assume the responsibility for maintenance and operation or which may affect an improvement for which local government responsibility is established. All such improvements shall be properly assured.

§ 17.08.480. Public way.

“Public way” means an alley, avenue, boulevard, bridge, channel, ditch, easement, expressway, freeway, highway, land, parkway, right-of-way, road, sidewalk, street, tunnel, viaduct, walk or other ways in which the general public or a public entity have a right or which are dedicated, whether improved or not.

§ 17.08.490. Re-subdivisions.

“Re-subdivisions” means a change in map of an approved or recorded subdivision plat if such change affects any street layout on such map or area reserved thereon for public use, or any lot line; or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions. Plats approved for re-subdivisions shall be Titled as “Amended Subdivision Plat”. See 17.08.025, 17.08.480

§ 17.08.500. Right-of-way.

“Right-of-way” means a strip of land occupied or intended to be occupied by a street, crosswalk, rail-road, road, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, shade trees or for another special use. The usage of the term “right-of-way” for land platting purposes means that every right-of-way hereafter established and shown on a Final Plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains, shade trees or any other use involving maintenance by a public agency shall be dedicated to public use by the maker of the plat on which such right-of-way is established.

§ 17.08.510. Road right-of-way width.

“Road right-of-way width” means the distance between property lines measured at right angles to the centerline of the street.

§ 17.08.520. Sale—Lease.

“Sale” or “lease” means any immediate or future transfer of ownership or any possessory interest in land, including contract of sale, lease, devise, intestate succession or transfer of an interest in a subdivision or part thereof, whether by metes and bounds, deed, contract, plat, map, lease, devise, intestate succession or other written instrument.

§ 17.08.530. Same ownership.

“Same ownership” means ownership by the same person, corporation, firm, entity, partnership or unincorporated association; or ownership by different corporations, firms, partnerships, entities or unincorporated associations in which a stockholder, partner or associate, or a member of his or her family, owns an interest in each corporation, firm, partnership, entity or unincorporated association.

§ 17.08.540. Sidewalk.

“Sidewalk” means that portion of the road right-of-way outside the roadway which is improved for the use of pedestrian traffic.

§ 17.08.550. Subdivider.

“Subdivider” means any person who lays out any subdivision or parts thereof either for the account of the subdivider or others.

§ 17.08.560. Subdivision.

“Subdivision” means the division of a tract or parcel of land into two or more parts for immediate or future sale or building development.

§ 17.08.570. Thoroughfare—Street—Road-(Types).

1. “Thoroughfare,” “street” or “road” means the full width between property lines bounding every public way of whatever nature, with a part thereof to be used for vehicular traffic and designated as follows:

- a. "Alley" means a minor street used primarily for vehicular service access to the back or side of properties abutting on another street.
- b. "Collector streets" means streets penetrating neighborhoods, collecting traffic from local streets in the neighborhoods and channeling it into the arterial system. A minor amount of through traffic may be carried on collector streets, but the system primarily provides land access service and carries local traffic movement within neighborhoods, commercial and industrial areas.
- c. "Cul-de-sac" means a local street of relatively short length with one end open to traffic and the other end terminating in a vehicular turnaround.
- d. "Dead-end street" means a street temporarily having only one outlet for vehicular traffic and intended to be extended or continued in the future.
- e. "Local street" means a road intended to provide access to other roads from individual properties and to provide right-of-way beneath it for sewer, water and storm drainage pipes.
- f. "Major street (principal arterial)" means a general term denoting a highway primarily for through traffic carrying heavy loads and large volume of traffic, usually on a continuous route. "Principal arterials" means street and highways serving major metropolitan activity centers, the highest traffic volume corridors, the longest trip desires and high proportion of total urban area travel on a minimum of mileage. Service to abutting land should be subordinate to the provision of travel service to major traffic movements. This system carries the major portion of trips entering and leaving the urban area, as well as the majority of through movement desiring to bypass the central city.
- g. "Marginal access street" means a local or collector street parallel and adjacent to an arterial or collector street, providing access to abutting properties and protection from arterial or collector streets (also called "frontage streets").
- h. "Perimeter street" means any existing street on which the parcel of land to be subdivided abuts on only one site.

§ 17.08.580. Town.

"Town" refers to the incorporated area of The Town of Saratoga as it existed at the time of the adoption of these regulations and including revisions thereto.

§ 17.08.590. Unit.

"Unit" means a portion of a subdivision selected for development as one of a series of stages.

§ 17.08.600. Variance.

"variance" is a modification of the strict terms of the relevant regulations where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardships.

17.08.610. Vicinity map.

"Vicinity map" means a drawing located on the plat which sets forth by dimensions or other means, the relationship of the proposed subdivision or use to other nearby development or landmarks and community facilities and services within Carbon County in order to better locate and orient the area in question.

§ 17.08.620. Walkway.

"Walkway" means a dedicated public way, four feet or more in width, for pedestrian use only, whether along the side of a road or not.

§ 17.08.630. Yard.

"Yard" means a required open space other than a court unoccupied and unobstructed by any structure or portion of a structure from three feet above the general ground level of the graded lot upward, provided accessories, ornaments and furniture may be permitted in any yard, subject to height limitations and requirements limiting obstruction of visibility. As listed in Title 18 of the Saratoga Town Code.

1. Yard, Front. "Front yard" means a yard extending between side lot lines across the front of a lot and from the front lot line to the front of the principal building.
2. Yard, Rear. "Rear yard" means a yard extending between side lot lines across the rear of a lot and from the rear lot line to the rear of the principal building.
3. Yard, Side. "Side yard" means a yard extending from the principal building to the side lot line on both sides of the principal building between the lines establishing the front and rear yards.

§ 17.08.700. Zoning Officer.

“Zoning Officer” means the person designated by The Town Council to enforce the zoning and subdivision regulations.

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CHAPTER 17.12 ADMINISTRATION AND ENFORCEMENT

§ 17.12.010. Administration.

These regulations shall be administered by the Saratoga Planning Commission and the Town Council’s designated Zoning Officer.

1. The Zoning Officer may have one or more agents in order to carrying out the provisions of this title. Agents may include, Building Inspector, Assistant Zoning Officer etc. These agents are hired by the Zoning Officer with the approval of the Town Council.
2. The Zoning Officer may issue citations in accordant with section 17.12.030 of this Title.

§ 17.12.020. Enforcement generally.

1. The administrative official (Zoning Officer) to the Planning Commission shall enforce these regulations and bring to the attention of The Town attorney any violations or lack of compliance herewith.
2. No owner or agent of the owner of any parcel of land located in a proposed subdivision shall transfer or sell any such parcel before a plat of such subdivision has been approved by The Town Council, in accordance with the provisions of these regulations and filed with the county clerk.
3. No building permit shall be issued for the construction of any building or structure located on a lot or plat subdivision sold in violation of the provisions of these regulations.

§ 17.12.030. Violations—Penalties.

W.S. 1977, Section 18-5-314, specifies the penalties for violators of the county subdivision laws and regulations. W.S. 1977, Sections 15-1-511 and 15-1-512, provide the penalty for violators of The Town planning and subdivision laws and regulations.

1. Civil Enforcement. Appropriate actions and proceedings may be taken by law or in equity to prevent any violation of these regulations, to prevent unlawful construction, to recover damages, to restrain, correct, or abate a violation, to prevent illegal occupancy of a building, structure or premises, and these remedies shall be in addition to the penalties described above.
2. Any person, firm, partnership, association or corporation who violates any of the provisions of this title shall upon conviction be fined not more than one hundred dollars or imprisonment not exceeding sixty days together with court costs not exceeding ten dollars. Each day’s violation of this title constitutes a separate offense.

CHAPTER 17.16 APPLICATION AND GENERAL PERMIT PROCEDURE

17.16.010. General Procedure

The Planning Commission shall receive applications and make determinations for all new subdivisions and alterations of existing subdivisions withstanding the following exemptions; exemptions allowed by Wyoming State Code, aggregation of existing lots of record into lots of conforming size and shape, and lot line adjustments that do not affect exterior lot lines of the subdivision and that do not change any lot size more that 30 percent. The procedure below outlines the process for non-exempt divisions and alterations of land.

1. Schedule and attend a pre-application meeting with staff
 - a. The purpose of this meeting is to go over the required process of subdividing land, identify which types of public improvements may be required. Identify the correct contacts for discussions on design of identified improvements. Clarify procedural timelines and answer questions. If an individual is contemplating the subdivision of land within the community fully reviewing Title 17 in its entirety is required by the developer and or his/her agent.
2. Applicant must submit the following to the Zoning Officer.
 - a. An application for subdivision permit provided by The Town.
 - b. A Preliminary Plat as described in chapter 17.20.
 - c. Construction plans for applicable improvements identified in chapter 17.28. developed by a licensed engineer in the State of Wyoming.
 - i. If the application is one for an alteration of an existing subdivision, and any number of the lots are to become their own subdivision, this process shall include a hearing and approval of vacation of the lots of the newly proposed subdivision from the existing subdivision. If the lots are to remain within their prescribed subdivision the plat shall be created as an Amended Subdivision Plat and no vacation procedure is required.
 - A. i.e. if Bob buys a tract of land containing an undeveloped 5 acres and 7 lots of an existing subdivision and wished to turn all the purchased property into one subdivision, the 7 existing lots must be vacated from their existing subdivision.
 - ii. The vacation procedure shall run concurrent with process described in this section 17.16.010.

- d. If the location of the development, size of the development triggers an environmental review due to any state or federal requirement, the developer shall provide their contact and procedural plan to complete the review.

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3. Schedule and attend a post filing meeting with staff.
4. Within 30 days of the application filing, the Planning Commission shall review the Preliminary Plat for its adherence to the code. No public hearing will be required for the review of a Preliminary Plat. Any alterations required by the Planning Commission shall be finalized before the submission of a Final Plat Application. Preliminary Plat approvals are valid for one year. Determinations on Preliminary Plats shall be made in writing and delivered to The Town Clerk and Applicant. The document shall state the date of approval, denial, and any changes required.
5. After administrative review by the Zoning Officer of the final version of the Preliminary Plat, application, construction plans and any other relevant documents, the applicant may file with The Town an application for Final Plat Approval. The applicant shall submit a Final Plat as described in section 17.20 along with any construction plans for the required public improvements identified in section 17.28 including but not limited to water, sewer, roads, lighting, gas, curb and gutter, and open space.
6. At a regularly scheduled meeting, the Planning Commission shall hold a public hearing on the proposed Final Plat application. The Zoning Officer shall publish notice in the newspaper of record, the time and date of the public hearing. Two notices shall be published, one of which shall be a minimum of 15 days prior to the hearing.
 - a. If the subdivision requires improvements, approvals of the proposed design(s) must be received by the appropriate body before this hearing on the Final Plat.
7. After the completion of the public hearing reference above, the Planning and Commission may approve with conditions, approve without conditions, or deny with reason. The decision shall be delivered in writing to The Town Council, and developer. The Planning Commission may table the application after the hearing. The Planning Commission shall make a determination on the Final Plat no later than 30 days after the public hearing on said Plat. If deemed necessary, the Planning Commission may hold a special meeting to deliberate on the application. Public notices shall be provided for the special meeting as required by Wyoming State Code.
 - a. If the Planning Commission deems substantial changes are required for the Final Plat to be in compliance with these regulations steps 5-6 of this process shall be repeated. The publication requirements in line 5 shall apply. Examples of substantial changes include addition or reduction of Public Rights of Way, increase in the amount of lots with a decrease in lot size etc.
 - b. If the Planning Commission recommends approval of a Final Plat and the subdivision requires public improvements and or open space dedication as defined in this title, the applicant will work with Town Staff and Town attorney to draft a development agreement for the construction, acceptance and dedication of all proposed public improvements and open space.
 - i. This agreement must be drafted before The Town Council holds a hearing or makes a decision on the Final Plat.
 - ii. If no public improvements are required for the subdivision this step is not applicable. For reference even a 10 foot extension of water mainline would be considered a public improvement.
8. The Final decision of the Final Plat rests with The Town Council. After receiving the recommendations from the Planning Commission, The Town Council at a regular scheduled meeting, shall make a determination on the application. The Town Council shall not be required but may choose to hold an additional public hearing on the application. The publication requirements in 17.16.010.6 of this section shall be adhered to.
 - a. Approval of a Final Plat shall be made by a resolution of The Town Council.
 - b. If the development of the subdivision requires improvements, no Final Plat shall be recorded at the office of the County Clerk until a development agreement has been approved by The Town and Developer describing the improvements required, the methods of acceptance upon completion, and necessary financial assurances as described in section 17.28.
 - c. Any denial of the Final Plat by The Town Council shall be returned to the applicant with findings supporting the decision.
 - d. A determination on the Final Plat, and any other applicable agreements shall be made within 45 days of receiving written recommendations from the Planning Commission. The meeting date in which the determination on the Final Plat was made by the Planning Commission shall constitute the delivery of written recommendations.

9. The Town Council will endorse approval on all Final Plats by signing alongside the mayor, three mylar copies of the Final Plat. This endorsement shall include the signing of all necessary development agreements pertaining to the Final Plat. One copy shall be returned to the applicant, one filed at Town Hall and one copy for recordation by the Zoning Officer. Item 17)
10. Upon approval and withstanding any provisions of any development agreement. The Zoning Officer shall record the Final Signed Platt and any relevant agreements, deeds, etc. at the office of the Carbon County Clerk, within 30 days of approval by The Town Council.
11. No Final Plat shall be recorded until all costs are reimbursed to The Town by the applicant. These costs shall include application fee, copies, publication, postage, and recording fees. The Zoning Officer shall invoice the developer for these costs.
12. Upon approval of The Town Council, a subdivision permit shall be issued to the developer. This permit shall not be construed to be used as a permit to construct any facilities that require approval from additional entities. i.e. permit to construct a water main line when a permit to construct is required by the Wyoming Department of Environmental Quality. Nor shall it be construed as an approval to install improvements in a way that is in conflict with the future owner of facilities. i.e. plan and profile for the water line shows a new gas line at a 3-foot depth. The gas utility provided requires a minimum bury of 4 ft. Approval of the subdivision and construction plans does not constitute an approval of the 3ft bury depth. It shall be the responsibility of the developer to construct facilities in compliance with state standards as well the construction standards of all future owners of said facilities.
- a. All uses of subdivided land within a particular zoning district must comply with the requirements of this title as well as all other titles of the Saratoga Town Code. i.e. off street parking, setbacks, use, building height, industrial waste discharge, noise ordinances etc.
13. While required development improvements are being constructed and prior to full acceptance of said improvements, the issuance of building permits and certificates of occupancy have special provisions. (See 17.28.260)

§ 17.16.020. Planned unit development.

These regulations may be modified by the degree necessary to accomplish the objectives and standards required for the planned unit development of residential or commercial subdivisions, or a mixture, in accordance with Chapter 18.51 of this code. A developer is not exempt from meeting the requirements of these regulations.

§ 17.16.030. Vested rights.

No vested rights shall accrue to any plat by reason of preliminary or final approval until the actual signing of the plat by The Town Council. All requirements, conditions or regulations adopted by The Town Council applicable to the subdivision or on all subdivisions generally shall be deemed a condition for any subdivision prior to the time of the signing of the Final Plat by The Town Council.

CHAPTER 17.20 PLATS AND CONSTRUCTION PLANS

§ 17.20.010. Plat(s)

1. Preliminary Plat: The initial Plat submitted with the subdivision application shall be titled Preliminary Plat.
2. Once this Preliminary Plat has completed the Preliminary Plat process described in section 17.16.010, The Plat that is then submitted for final approval and recordation with the County Clerk it shall be submitted as and titled as a Final Plat. All alterations to Final Plats will be made prior to the publication of the hearing for said Plat.
3. Both Preliminary Plats and Final Plats shall contain the contents described in Section 17.20.020
4. If the Proposed Plat is one altering an existing subdivision it shall be title an Amended Subdivision Preliminary Plat when submitted for preliminary approval as described in the General Procedures of this title, or it shall be title and Amended Subdivision Final Plat when submitted for Final Plat approval as described in the General Procedure (17.16.010) of this Title.

§ 17.20.020. Plat content requirements

1. Include all land which the applicant proposes to subdivide and all land immediately

2. Name of subdivision, date, graphic scale, north arrow;
3. Name and address of property owner, subdivider (if other than owner) and developer;
4. Location dimensions and names of existing streets, railroads, easements, municipal boundaries or other public properties and significant features shall be shown within and adjacent to the plat;
5. Name, address and seal of registered professional engineer or land surveyor responsible for preparation of the plat and certification that the plat represents a survey by him or her and that all monuments shown actually exist and their location, size and material are correctly shown.
6. All exterior plat boundary lines with lengths of courses and bearings as determined by an accurate survey in the field. The plat shall be prepared at a scale of not smaller than one hundred feet per inch.
7. Exact location, right-of-way and names of all streets within and adjoining the plat.
8. Radii, internal angles, points of curvature, tangent bearings, lengths of arcs and lengths and bearings of chords of all applicable streets within the plat area.
9. Location and dimensions of all easements right-of-way when provided for or owned by public utilities, with the limitations of the easement rights definitely stated on the plat.
10. If the subdivider proposes to make any streets, alleys or roadways private, then the subdivider shall submit to the governing body properly acknowledged written certification that certain streets, alleys or roadways within the subdivision shall remain private and The Town Council shall be under no obligation to repair, maintain or accept any dedication of such roads to the public use. If no such public maintenance is contemplated, the subdivider shall put a legend on the plat of the subdivision, on the advertisements for the subdivision and on the contracts or agreements for the sale and purchase of lots within the subdivision showing the streets, alleys and roadways showing in capital letters "NO PUBLIC MAINTENANCE OF STREETS OR ROADS." It should be noted that there is no mandate for The Town to provide police protection on private roads. This shall only be done in congruence with section 17.28.060.1.c.
11. Location of lots and blocks showing dimensions to nearest one hundredth foot, bearing of lot lines, building setback and identification by consecutive lot number or letter designation.
12. Legal description of the tract being subdivided and reflecting the boundary survey and including the section, township and range.
13. Location of and dimensions of existing and proposed parks.
14. A certificate signed and acknowledged by all parties having any recorded title in the land subdivided shall appear on the Final Plat offering for dedication of all parcels of land shown in the Final Plat and intended for any public dedication, except those parcels other than streets which are intended for the exclusive use of the lot owners in the subdivision, their licensees, visitors, tenants and servants.
15. A certificate shall appear on the Final Plat stating that a registered land surveyor in the state is responsible for the survey and that the Final Plat accurately depicts the subdivision and the survey. A statement by the land surveyor explaining how bearings were determined shall be included in the plat. The signature of such surveyor shall be accompanied by his or her registration number.
16. A sanitary statement describing what entity if any will be providing sewer and water services to the property.
17. The designated engineer shall prepare and submit written cost estimates for the construction of all required subdivision and off-site improvements.
18. Any other information consistent with these regulations and the governing body's published rules and regulations which the governing body deems pertinent or relevant to the evaluation of the application.
19. Evidence satisfactory to The Town Council that:

- a. The subdivided land and appurtenances will be conveyed free of all encumbrances and that the person who offers any part of this subdivision for sale or who solicits any offers for the purchase thereof, directly or through agents, may convey merchantable title, subject only to noted reservations or restrictions of record, but free of encumbrance and subject only to a proportionate share of real property taxes or assessments charged or assessed for the year in which any such sale may be legally effected.
 - b. Binding arrangements have been made by the person who offers any part of the subdivision for sale, directly or through an agent, to assure purchasers of any part of the subdivision that upon full payment of the purchase price a deed can and will be delivered conveying merchantable title subject only to noted reservations or restrictions of record and free of encumbrances not specifically assumed by the purchaser, subject only to a proportionate share of such taxes and assessments thereon as may be levied or assessed for the year in which such sale may be legally effected;
20. If the development requires easements through adjacent properties, or if the development requires any other easements to comply with the requirements of this code they must be executed in full and delivered to The Town to be recorded along with any the Final Plat prior to recordation of said Plat.
21. Every plat shall conform to existing zoning regulations and subdivision regulations applicable at the time of proposed final approval, except that any plat which has received preliminary approval shall be exempt from any subsequent amendments to the zoning ordinance rendering the plat nonconforming as to bulk or use; provided, that final approval is obtained within the one-year period.

§ 17.20.030. Construction Drawings

As a part of any application for subdivision or re-subdivision when required; construction drawings shall accompany the application along with the proposed plat. Along with any additional information required by the future owner of the improvements, construction drawings should include the following:

1. The drawings shall show all physical features such as streams, wooded areas and existing structures.
2. Existing topographic contours at an interval of not greater than five feet shall be shown.
3. Location of existing sewers, water mains, storm drains, power transmission lines with capacities and direction of flow within and adjacent to the tract and showing proposed connections.
4. Proposed installation of utilities shall have plan and profile as a part of the construction plans.
5. Location, right-of-way and pavement width of proposed streets and utility easements laid out according to sound planning principles.
6. If required portray the grade adjustments required to comply with the Town's floodplain ordinance.

CHAPTER 17.28 DEVELOPMENT STANDARDS

§ 17.28.010. Compliance with rules and regulations.

In addition to the requirements established in the Saratoga Town Code, all subdivisions shall comply with the following laws, rules and regulations:

1. All applicable statutory provisions;
2. The Saratoga zoning ordinance, building codes and all other applicable laws of The Town;
3. The official master plan, official map, public utilities plan and major street plan of The Town, including all streets, drainage systems and parks shown on the official map or master plan as adopted;
4. The special requirements of these regulations and any rules of the health department and/or appropriate state agencies;
5. The rules of the State Highway Department if the subdivision or any lot contained therein abuts a state highway or connecting street;
6. The standards and regulations adopted by The Town and all boards, commissions, agencies and officials of the local government; and
7. Plat approval may be withheld if a subdivision is not in conformity with the guides or policy

§ 17.28.020. Land and Lot Layout

1. Unsuitable land.

Land which the Planning Commission finds to be unsuitable for subdivision development due to flooding, improper drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the subdivision or its surrounding areas, shall not be developed unless adequate methods are formulated by the developer and approved by the Planning Commission, upon recommendation of the designated engineer to solve the problems created by the unsuitable land conditions. Such land shall be set aside for uses as shall not involve such a danger.

2. Soils data.

The subdivider shall obtain and review recommendations from the local conservation district regarding soil suitability, erosion control, sedimentation and flooding problems. The subdivider shall provide these recommendations to the Zoning Officer and Planning Commission. The subdivider shall provide evidence that recommendations from the local conservation district have been taken into account in the design of the proposed subdivision.

3. Subdivision name.

The proposed name of the subdivision shall not duplicate or too closely approximate phonetically the name of any other subdivision in the area covered by these regulations. The Planning Commission shall have final authority to designate the name of the subdivision which shall be determined at Preliminary Plat Review.

4. Lot and Block Layout

a. Lot Arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with the zoning ordinance and health regulations and in providing driveway access to buildings on such lots from an approved street.

b. Lot dimensions shall comply with the minimum standards of the zoning ordinance. Where lots are more than double the minimum required area for the zoning district, the Planning Commission may require that such lots be arranged so as to allow further subdivision and the opening of future streets where they would be necessary to serve such potential lots, all in compliance with the zoning ordinance and these regulations. In general, side lot lines shall be at right angles to street lines (or radial or curving street lines) unless a variation from this rule will give a better street or lot plan. Depth and width of properties shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated, as established in the zoning ordinance.

c. Through Lots shall be avoided except where necessary to provide separation of residential development from traffic arterials or to overcome specific disadvantages of topography and orientation.

d. Blocks.

i. The width of blocks shall be sufficient to allow two tiers of lots or as otherwise approved by the Planning Commission because of design, terrain or other unusual condition.

ii. Blocks intended for business or industrial use shall be designed specifically for such purpose with adequate space set aside for off-street parking and delivery facilities.

§ 17.28.060. Streets, Alleys and Access

1. Layout and Design

a. The arrangement of streets in new subdivisions shall make provision for the continuation of the existing streets in adjoining areas (or their proper protection where adjoining land is not subdivided) insofar as such may be deemed necessary by the Planning Commission for public requirements. The street arrangement must be such as to cause no unnecessary hardship to owners of adjoining property when they Plat their own land and seek to provide for convenient access to it.

b. Minor streets shall approach the major or collector streets at an angle of not less than eighty degrees.

c. Street Dedication. Streets in year-around subdivisions shall be dedicated to The Town as public streets.

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- d. Arterial and Collector Streets. Arterial and collector streets shall conform to the width designated on the master street plan wherever a subdivision falls in an area for which a master street plan has been adopted. For territory where such street plan has not been completed at the time the preliminary plan is submitted to the Planning Commission, arterial or collector streets shall be provided as required by the Planning Commission with minimum right-of-way widths of one hundred feet for arterial streets and eighty feet for collector streets.
 - e. Local Streets. Local streets shall have a minimum right-of-way width of sixty feet, except that minor terminal streets and loop streets serving not more than ten lots may have widths of not less than fifty feet.
 - f. Minor Terminal Streets.
 - i. Minor terminal streets (cul-de-sacs) shall be no longer than four hundred feet to the beginning of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than one hundred twenty feet in diameter. If surface water drainage is into the turnaround, due to the grade of the street, necessary catch basins and drainage easements shall be provided. Any street that is to be permanently terminated and no future road expansion designed shall be designed in in congruence with this section.
 - ii. Where a street is designed to remain only temporarily as a dead-end street, an adequate temporary turning area with a radius of no less than 40 feet shall be provided at the dead-end thereof to remain and be available for public use so long as the dead-end condition exists.
 - g. Street Grades. Except where due to special circumstances, street grades over any sustained length shall not exceed the following percentages:
 - i. On major public streets, four percent;
 - ii. On collector streets, eight percent;
 - iii. On local and subdivision streets, ten percent;
 - iv. On private streets, fifteen percent.
 - h. Alleys. Alleys shall have a minimum width of twenty feet. Alleys may be required in the rear of business lots. Lots with abutting rear yards shall be separated by alleys to provide utility access.

- 2. Access to Lots
 - a. Access from Principal and Minor Arterials. Lots shall not in general derive access exclusively from a principal or minor arterial street. Where driveway access from a principal or minor arterial street may be necessary for several adjoining lots, the Planning Commission may require that such lots be served by a combined access drive in order to limit possible traffic hazards on such street. Where possible, driveways should be designed and arranged so as to avoid requiring vehicles to back into traffic on principal or minor arterials.

§ 17.28.090. Dedication of land—Open Space—Schools.

- 1. When Land Dedication Required
 - a. If a ½ acre park does not exist withing 1/2 mile of a newly proposed subdivision; every subdivider who subdivides land for residential uses shall dedicate a portion of such land for the purpose of providing park and recreational facilities to serve future residents of such subdivisions. If the above condition exists, the developer shall pay a fee in lieu of dedication as set forth in this section.
 - i. As it pertains to Open Space requirements a subdivision shall be considered newly proposed if it meets the following criteria.
 - A. It is not exempt from the requirements of this title as described in section 17.16.010 “General Procedure” of this Title.
 - B. It involves the creation of more than 4 new lots.
 - C. Requires public improvements
 - b. Net area shall include the combined acreage of platted lots in a subdivision. This area does not include streets or alleys.
 - c. The amount of land required to be dedicated by a subdivider pursuant to this title shall be based on the net area included in the subdivision. The zoning district in which the land is currently zoned shall be a part of the overall requirement determined by the following formula:

Zoning District	Percentage of Net Area of Subdivision When Park Land Is Dedicated.
RD 6000	3.9
RD 7200	3.4
RD 9000	3.9

RD 9002	3.9	Item 17)
RD 14000	1.73	

2. Where a fee is required to be paid in lieu of land dedication, the amount of such fee shall be based upon the fair market value of the amount of land which would otherwise be required to be dedicated pursuant to subsection 1.a of this section. The amount of such fee shall be a sum equal to the fair market value of the amount of land required in accordance with the formula in subsection c of this section. The fees paid to The Town in lieu of land dedication shall be used to improve the park within the ½ mile boundary described in subsection 1.a.
 - a. Fair market value shall be determined prior to approval by The Town Council of the Final Plat in accordance with the following:
 - i. The Town and subdivider may agree as to the fair market value;
 - ii. If the subdivider objects to such an arrangement he or she may, at his or her own expense, obtain an appraisal of the property by a qualified real estate appraiser approved by The Town, which appraisal may be accepted by The Town Council if found reasonable. The Town Council reserves the right to reject the appraisal if it is found to be unreasonable.
3. All land and fees received under this title shall be legally transferred to The Town prior to the recording of the Final Plat with the Carbon County Clerk.
 - a. If the developer is paying a fee in lieu of dedicating land determined by this title they may be given a period of 1 year to deposit the funds. This shall be delineated in a development agreement and only done if the developer pledges as collateral, land of equal value to the fee should the developer fail to provide the funds within one year.
 - b. Land being dedicated as a park shall be legally transferred by deed.
4. Where it is determined that a greater amount of land than that required in this title is required for parks and open spaces to meet the master plan requirements for that area of The Town; or a school site is required, the Planning Commission after so apprising the appropriate agency, shall so indicate the open space or school site requirements to the subdivider on the approved Preliminary Plat.
 - a. The subdivider at the time of filing the Final Plat with the Planning Commission must offer to sell at a fair market price to The Town or other appropriate public agency within one year immediately following the recording of the Final Plat, any land so designated for school sites or any land designated for park or open space in excess of that required by the provisions of this title.
 - b. If any such proposed public areas or school sites have not been purchased by the appropriate agency within one year after the recording of the Final Plat, such areas may be subdivided into lots and blocks in accordance with the requirements of this title.

§ 17.28.100. Required improvements.

If found to be required by The Town, the owner of any land to be platted as a subdivision shall at his or her own expense, install certain public improvements. This section may also be applicable to the development and or alterations of existing subdivisions. All state, federal and local regulations shall be adhered to in the construction of said improvements. The improvements shall be designed by a licensed engineer in the state of Wyoming and during construction under the inspection of said engineer, or/his or her representative. Utility installation locations shall be decided where the greatest distances from opposing utilities can be achieved. Allowing for safer more convenient future excavation. Where required the following improvements shall be installed;

1. Water Supply.

The subdivider shall install lines throughout the subdivision in conformance with The Town’s adopted master water and sewer plan and the specifications of the Director of Public Works. Main lines shall be installed along a lot line of every lot in the subdivision and shall be run a minimum of ten feet along said frontage of a lot in order for a lot to install a services line to said lot. (see Figure 2 below). The subdivider shall furnish to The Town plans showing the location and size of proposed water lines and fire hydrants and also existing water lines to which a connection is to be made. Information concerning the residual water pressure in the existing mains at the approximate point of connection shall also be furnished. The Public Works Director may require hydraulic modeling to verify the finished system is in compliance with all state federal and local regulations.

 - a. The developer shall install adequately sized services taps from all main water lines to each individual lot in order for lot owners to access The Town’s water system. This will be done to eliminate the need of excavation in new asphalt roads constructed in the subdivision. Service lines shall be constructed to the specifications required by The Town of Saratoga at the time of the development.
 - i. Service lines shall terminate no more than 5 feet from the property line of the lot to be served.
 - ii. An impact fee shall be paid into the water enterprise fund by the developer upon acceptance of the newly constructed sewer

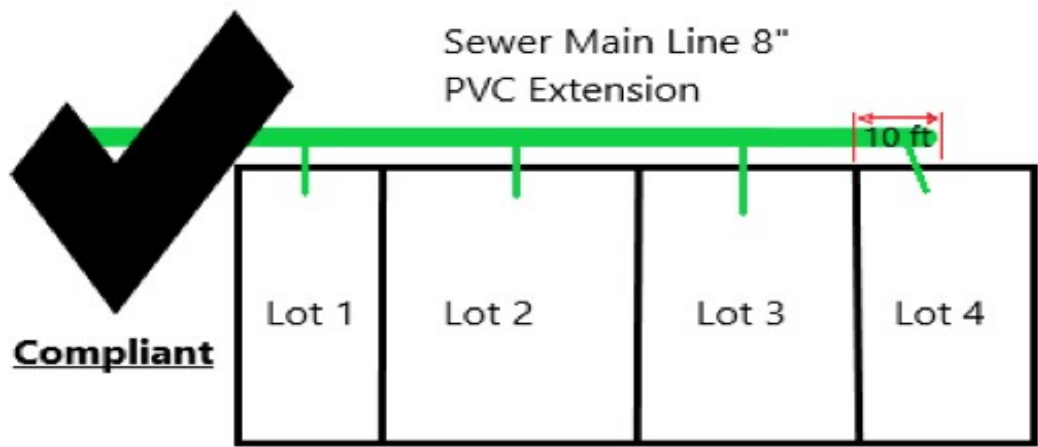


Figure 2, Diagram showing compliant main line extension

2. Sewage Disposal.
- The subdivider shall connect with The Town sewer system and must provide sewer lines throughout the subdivision in conformance with The Town’s adopted master water and sewer plan and specifications of the Public Works Director. Main lines shall be installed along a lot line of every lot in the subdivision and shall be run a minimum of ten feet along said frontage of a lot in order for a lot to install a services line to said lot. (see figure 17.28.100.1.a.iii above).
- a. The developer shall install adequately sized services taps from all main sewer lines to each individual lot in order for lot owners to access The Town’s sewer system. This will be done to eliminate the need of excavation in new asphalt roads constructed in the subdivision. Service lines shall be constructed to the specifications required by The Town of Saratoga at the time of the development.
 - i. Service lines shall terminate no more than 5 feet from the property line of the lot to be served.
 - ii. An impact fee shall be paid into the sewer enterprise fund by the developer upon acceptance of the newly constructed sewer infrastructure by the local government. The fee to be paid will be the current impact fee established by resolution at the time of acceptance of improvements.
3. Power.
- The subdivider shall be required to install underground power in such a manner that each new lot has direct access from one or more lot lines. This access point shall terminate within 8 feet of said lot line.
4. Natural gas.
- The subdivider shall install appropriately sized gas lines within the subdivision as determined by the gas supplier. If the gas supplier operating the natural gas system within the community cannot at the time of the development provide enough gas to serve the subdivision the developer shall be required to install the appropriate appurtenances as determined by the supplier should the supply issue be corrected in the future. The gas supply shall be installed in a manner that each new lot has direct access from one or more lot lines. This access point shall terminate within 8 feet of said lot line.
5. Fiber Optic.
- The subdivider shall install underground fiber optic cable in such a manner that each new lot has direct access from one or more lot lines. This access point shall terminate within 8 feet of said lot line.
6. Street Grading and Surfacing. All public and private streets and private access rights-of- way within the proposed subdivision shall be graded and surfaced with asphalt pavement in accordance with the Town of Saratoga’s street design specifications.
7. Curbs and Gutters. Curbs and gutters shall be installed on existing and proposed streets by the subdivider, where in the opinion of the Planning Commission and

designated engineer they will be necessary to remove surface water or for safety or other reasons. Curb and gutters shall be required when the newly proposed subdivision is being created adjacent to an existing subdivision currently containing curb and gutter.

- a. Adjacent means the existing subdivision shares at least one property line 60 ft or greater in length. To be required existing curb must terminate within 300 feet of the lot line that the two subdivisions share.
 - b. As it pertains curb and gutter requirements a subdivision shall be considered newly proposed if it meets the following criteria.
 - i. It is not exempt from the requirements of this title as described in section 17.16.010 "General Procedure" of this Title.
 - ii. It involves the creation of more than 4 new lots. i.e. 6 lots are divided into ten.
8. Fire Hydrants. Fire hydrants shall be installed. Such fire hydrants shall be of the type, size, number and installed in such location as determined by The Town.
9. Street Lighting. It is the responsibility of the developer to make appropriate arrangements with The Town of Saratoga and the power provider within the community to have an adequate number of streetlights installed within the proposed subdivision.
- a. At a minimum streetlight(s) shall be installed at the following formula.
 - i. One light at every street intersection
 - ii. One light per cul de sac, if the cul de sac is more than 100 feet from the intersection.
 - iii. All streetlights installed shall be shielded parallel to the ground, be LED and be dark sky compliant.
 - b. As it pertains to Street lighting requirements a subdivision shall be considered newly proposed if it meets the following criteria.
 - i. It is not exempt from the requirements of this title as described in section 17.16.010 "General Procedure" of this Title.
 - ii. It involves the creation of more than 4 new lots. Requires public improvements
10. Monuments. The applicant shall place permanent monuments on all boundary lines as required in this title. The monuments shall be placed under the supervision of a registered land surveyor, licensed in the state of Wyoming. All monuments shall be marked and have affixed securely to the top of each monument the initials and the Wyoming Registration Number of the land surveyor responsible for the establishment of such monument. Also affixed shall be sufficient information to identify the monument.
- a. All monuments shall be properly set in the ground prior to filing the Final Plat with the Carbon County Clerk.
 - i. The external boundary shall be monumented with monuments of concrete or metal. Where practicable, monuments shall be a minimum of two inches in diameter, twenty-seven inches in length, and marked on top with a securely attached cap.
 - ii. All boundary monuments shall be placed to be not more than one thousand four hundred feet apart in any straight line and at all corners at each end of all curves at the point where a curve changes its radius and at all angle points in any line. Reference monuments or witness corners shall be used where it is not practicable to set a monument at the actual corner location.

§ 17.28.110. Development Assurance(s)

All improvements required in this title shall be guaranteed. All improvements shall be dedicated to The Town, free and clear of all liens and encumbrances on the property and public improvements thus dedicated. No Final Plat will be approved by The Town unless one or more of the methods of assurance set out in this section are provided with the Final Plat and further articulated in the development agreement referenced in this Title. Assurances shall be maintained for a specific period of time necessary to ensure completion of the required improvements within the time period determined by the Town Council, not to exceed two years. Extensions of this period shall be granted only upon timely application by the subdivider to the Town Council and upon consent of the issuer of the assurance and the Town Council.

1. Assurance Options
 - a. Performance bond.

The applicant may post a performance bond at the time of application for final subdivision approval in an amount estimated by The Town Council as sufficient to secure to The Town the satisfactory construction, installation and dedications of the incomplete portion of required improvements. The performance bond shall also secure all lot improvements on the individual lots of the subdivision as required in these regulations.

 - i. Such performance bond shall comply with all statutory requirements and

shall be satisfactory to The Town attorney as to form, sufficiency and manner of execution as set forth in these regulations. The period within which required improvements must be completed shall be specified by The Town Council in the resolution approving the final subdivision plat and shall be incorporated in the bond and shall not in any event exceed two years from date of final approval.

- ii. Extensions of this period shall be granted only upon timely application by the subdivider to the Town Council and upon consent of the issuer of the assurance.
- iii. The Town Council may at any time during the period of such bond accept a substitution of principal of sureties on the bond upon recommendation of the Planning Commission.

b. Escrow account

The subdivider shall deposit cash or collateral readily convertible to cash at face value either with The Town Council or in escrow with a bank. The use of collateral other than cash and the selection of the bank with which funds are to be deposited are subject to the approval of The Town Council. When an escrow account is to be employed, the subdivider shall file with The Town Council his or her agreement with the bank guaranteeing the following:

- i. That the funds in the escrow account are to be held in trust until released by The Town Council and may not be used or pledged by the subdivider as security for an obligation during that period;
- ii. And that in case the subdivider fails to complete the required improvements, the bank shall immediately make the funds in escrow available to The Town for the completion of these improvements.

c. Trust agreement.

The subdivider shall place on deposit in a bank or trust company in the name of The Town and approved by The Town attorney in a trust account a sum of money equal to the estimated cost of all site improvements required by this resolution. The cost and time of completion shall be estimated by the designated engineer and approved by The Town. Selection of the trustee shall be executed on the form approved by The Town and approved as to form and legality by The Town attorney. Periodic withdrawal shall be based on progress work estimates and approved by the designated engineer. All such withdrawals shall be approved by the trustee and the governing body.

d. Special trust agreement.

The developer will establish a trust account for the assignment of funds to be used for subdivision improvements. A title insurance company, bank or any other fiduciary institution approved by The Town shall act as trustee. Funds shall be withheld and impounded from the cash sales of lots in the subdivision to cover improvement costs on a prorated basis. In the event of a sale for part cash, the balance on a deferred basis, a specified monthly sum from the installment will be withheld and impounded. Periodic withdrawals may be made from the trust account for a progressive payment of installation costs with the concurrence of the trustee and the governing body. If the developer completes the improvements as required, the trust funds shall be returned to him or her. If the developer does not complete the improvements, then The Town may direct that the funds in the trust account be transferred to The Town. The Town may require that improvements be installed in stages and that lots be sold in stages. The number of lots involved shall be determined at the discretion of The Town.

e. Third party trust agreement.

The subdivider may place title to the subdivided property in trust with a third party escrow agency or trust company authorized and licensed to do business in the state. The trust shall include an agreement between the trustee and The Town that title to any lot or parcel within the subdivision shall not be transferred until all improvements required by these regulations have been installed and accepted by The Town, or any particular lot or parcel, with written approval for release to the escrow agency or trust company holding the property in trust. The agreement shall contain special conditions providing for authorization of The Town to abandon and re-subdivide the property should the required improvements fail to be installed in compliance with standard specifications.

f. Construction prior to Final Plat recordation.

If the subdivider chooses to construct the required improvements prior to the recording of the Final Plat, he or she shall submit the construction plans to the designated engineer. A certificate by the engineer on the as-built plans stating the construction conforms to the specification and standards contained in or referred to in this title must be presented to the Planning Commission and The Town

§ 17.28.230. Inspection.

General Procedure and Fee. If the designated engineer finds upon inspection that any of the required improvements have not been constructed in accordance with The Town Council's construction standards and specifications, the applicant shall be responsible for completing the improvements.

1. Release on Reduction of Improvement Guarantee.
 - a. Certification. Upon completion of these improvements, the designated engineer or other knowledgeable official as specified by the governing body shall file with The Town Council a statement either certifying that the improvements have been completed in the specific manner or listing the defects in those improvements.
2. Upon completion of the improvements, the subdivider shall file with The Town Council a statement stipulating the following:
 - a. That all required improvements are complete;
 - b. That these improvements are in compliance with the minimum standards specified by The Town Council for their construction;
 - c. That the subdivider knows of no defects from any cause in these improvements.
 - d. And that these improvements are free and clear of any encumbrance lien.
3. In addition to the above statement, upon completion of all improvements, the subdivider shall submit to The Town as-built drawings for a permanent record of actual construction.
4. If the designated engineer, applicable boards and appropriate Town Department Head(s) have certified that the contracted improvements are complete and free from defect, then upon receipt of the other statements and agreements detailed in this section, The Town shall accept the dedication of those improvements by official resolution of The Town Council. The Town may accept the dedication of any portion of the required improvements; provided, that all statements and agreements specified in this section have been received for that portion of the improvements.

§ 17.28.240. Maintenance.

The applicant shall be required to maintain all improvements on the individual subdivided lots and provide for snow removal on streets and sidewalks, if required, until initial acceptance of the improvements by The Town Council.

§ 17.28.250. Deferral or waiver when.

The Planning Commission may defer or waive at the time of final approval, subject to appropriate conditions, the provision of any or all such improvements as, in its judgment, are not requisite in the interests of the public health, safety and general welfare, or which are inappropriate because of inadequacy or lack of connecting facilities. This waiver shall not constitute a conflict with any section of Title 6 of the Saratoga Town Code.

§ 17.28.260. Building Permits and Certificate of Occupancy Issuance—Completion required.

1. Building permits for subdivisions under development shall only be issued for properties that have financial assurances in place and a Final Plat recorded at the office of the Carbon County Clerk. Subdivisions using the "construction prior to final recording" assurance method are not eligible to have building permits issued. Building permit issuance shall adhere to the following provisions:
 - a. The extent of street improvement shall be adequate for vehicular access by the prospective occupancy and by police and fire equipment, prior to the issuance of an occupancy permit.
 - b. No building permit shall be issued for more than 20 percent of lots in a subdivision, until all public improvements required by the Planning Commission for the Final Plat have been fully completed and dedicated to the local government.
 - c. If the calculations arise at an un-whole number for the amount of lots it shall be rounded up to the nearest whole number pertaining to the amount of lots as it pertains to this section.
2. Certificate of Occupancy.

The issuance of certificate of occupancy prior to completion of required improvements is highly discouraged. Whenever by reason of the season of the year any improvements required by the subdivision regulations cannot be performed the Zoning Officer may nevertheless issue a certificate of occupancy; provided there is no danger to health, safety or general welfare. The guaranteed assurance shall remain in full force and effect. Issuance of a certificate of occupancy to a property owner does not require The Town to take any specific action upon the developer should the developer fail to comply with the terms of any

development agreement and or this Title.

- a. Prior to any certificate of occupancy the structure shall have adequate access to fully functioning water, sewer, and power. Street improvements at a minimum be surfaced with road base and graded to drain not hindering vehicular access by emergency personnel.

Item 17)

§ 17.28.270. Development Agreement

Prior to the approval of a Final Plat of a subdivision requiring the installations of improvements described in this title; the developer shall engage into a contract concerning all public improvements and assurances required thereto. The contract shall describe in detail the plans, means and methods of construction as well as the assurances for such improvements. Such contract shall impose no additional requirements not contained in this title.

CHAPTER 17.32 VARIANCES

§ 17.32.010. Generally.

Where the Planning Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve variances to these subdivision regulations so that substantial justice may be done and public interest secured, if such variance does not have the effect of nullifying the intent and purpose of these regulations. The Planning Commission shall not approve variances unless it finds based upon the evidence presented to it in each specific case that:

- 1. The granting of the variance will not be detrimental to the public safety, health or welfare or injurious to other property; or
- 2. The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property; or
- 3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out; or
- 4. The variances will not in any manner vary the provisions of the zoning ordinance, master plan or official map.

§ 17.32.020. Conditions required.

In approving variances, the Planning Commission may require such conditions as will in its judgment secure substantially the objectives of the standards or requirements of these regulations.

§ 17.32.030. Procedures.

A petition for any such variance shall be submitted in writing by the subdivider at the time when the preliminary plat is filed for the consideration of the Planning Commission. The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioner.

SECTION 3: REPEALED

All other prior Ordinances or Parts Thereof that are in conflict herewith are hereby repealed.

SECTION 4: METHODOLOGY

For purposes of clarifying the amending procedures all code sections are listed in full in the above sections.

SECTION 5: SEVERABILITY

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, or its application to any Person or circumstances is held invalid, the remaining portion of this Ordinance shall remain in full force and effect, and the application of the provision to other persons or circumstances shall not be affected.

SECTION 6: This ordinance shall be in full force and effect upon passage, approval, and publication.

PASSED ON FIRST READING on the __day of November, 2024.

PASSED ON SECOND READING on the ____day of November 2024.

PASSED, AND ADOPTED ON THIRD READING on the __day of December, 2024.

ATTEST:

APPROVED:

Jenn Anderson, Town Clerk

Chuck Davis, Mayor

(Stamp Town Seal Here)

ORDINANCE 881

A REVISION OF ORDINANCE NO. 2.24.020

AN ORDINANCE OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING REVISING CHAPTER 2.24.020 OF THE TOWN OF SARATOGA MUNICIPAL CODE REGULATING THE COMPOSITION OF THE RECREATION COMMISSION

WHEREAS, the Governing Body of the Town of Saratoga wishes to preserve the public peace, health, safety, and welfare of all residents of the Town of Saratoga; and,

WHEREAS, Chapter 2.24 of the Town of Saratoga Municipal Code concerns the Recreation Commission; and,

WHEREAS, the Governing Body of the Town of Saratoga has determined it is in the best interest of the citizens of the Town to amend Chapter 2.24.020 of the Town of Saratoga Municipal Code to amend the Composition and Appointment of the Recreation Commission to more efficiently serve the needs of the Town of Saratoga; and,

WHEREAS, the governing body of the Town of Saratoga has given public notice of said amendment and the ordinance has been made available for the public to review at the office of the Town Clerk; and,

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING that Chapter 2.24.020 of the Saratoga Municipal Code shall be amended to read as follows:

Section 1: Chapter 2.24.020 of the Saratoga Municipal Code is hereby amended to read as follows: 2.24.020 Composition—Appointment.

The recreation commission shall consist of five (5) voting members appointed by the mayor; shall reside within Carbon County School District No. 2. The Commission shall also consist of three (3) non-voting members, and shall have no authority over the board; these members shall include; The Recreation Director; an employee of the Community Center (as long as the town leases that facility for town use); a Town Council member, shall be appointed as a liaison to the Board by the mayor and shall serve at the pleasure of the mayor (hereinafter referred to as the "Liaison Council Member. The Liaison Council Member may be removed with or without cause by the mayor in his sole discretion. The Liaison Council Member is not to be considered a member of the Board. The recreation commission shall be appointed by the mayor with the approval of the town council. (Ord. 711, 2003; Ord. 641, 1999; Ord. 515, 1988; Ord 868 2023; prior code § 15-8)

Section 2. This ordinance shall be in full force and effect from and after its approval, passage and adoption.

PASSED ON FIRST READING THIS ____ day of _____, 2025.

PASSED ON SECOND READING THIS ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 2025.

Town of Saratoga, Wyoming

Chuck Davis, Mayor

ATTEST:

ATTESTATION

I, Jennifer Anderson, the Town Clerk for the Town of Saratoga, Wyoming, do hereby certify that the above ordinance was duly and properly published or posted in the manner required by law.

Jennifer Anderson, Town Clerk

South Central Wyoming Emergency Medical Services
PO Box 1192 / Saratoga, WY 82331 / info@scwems.com

Item 19)

February 18, 2025 6PM

Official Minutes

Hanna Fire Station

The meeting started at 6:03pm on Tuesday, February 18, 2025. Those present in person were Director Stayton Mosbey, Bookkeeper Mandy Goodwin, Shana Romero, and Tristan Neilson. Those present on Google Meets were Irene Archibald, Marie Christen, Penny Layman, Kenzie Strauch, Jayson Nordquist, and Allison Knowles.

Additions/Corrections to the Agenda – Kenzie Strauch made a motion to approve the agenda, Marie Christen seconded. Motion carried.

Introduction of Guests – Director Mosbey introduced guests, Dale and Ellen Freeman. Ellen is a new council member of the Hanna council. She introduced herself to the board.

Approval of meeting minutes - Jason Nordquist made a motion to accept the January minutes. Penny Layman seconded. Motion carried.

Correspondence – No correspondence.

Financials/Bookkeepers Report

Bookkeeper Mandy Goodwin reviewed the financials and we have received \$52,884.99;

- 1) Debit card transactions in the amount of \$4,966.77;
- 2) Unapproved bills paid since last meeting in the amount of \$14,854.61;
- 3) Bills to be paid after approval in the amount of \$12,492.26;

Penny Layman made a motion to approve the financials and pay the bills. Marie Christen seconded. Motion carried. Mandy went through the treasurer's report with the board. Wakefield is still sending in payments that are missing but very slowly. Our collection rate is under 20% currently. Jayson Nordquist made a motion to approve the Treasurer's report. Kenzie Strauch seconded. Motion carried.

Director's Report - See attached.

Old Business

- Status of Hanna Station - Jason Nordquist spoke with the new Hanna mayor and addressed the proposal of using the recreation center as the new ambulance barn. One of the issues is, we would never own the building. Hanna would like to trade the use of the facility for the annual Hanna fee. The proposed structure (gymnasium on the west side) would have a wall built and SCWEMS would have to pay for the modifications to make it an ambulance barn. The rec center does not have a garage so the gymnasium would be the garage and we would need to install garage doors. The gym floors are not designed for drainage, and we would need to figure out drainage issues with the snow from the ambulances. There is no plumbing, water lines, HVAC, sewer, and electrical on the side of the recreation center we would need. We would probably need a large HVAC system because of the height of the gym. Hanna stated that we would need to install a drop ceiling and build rooms for offices with our money. Penny Layman made a motion to not pursue the Hanna recreation center and thank Mr. George, the Hanna mayor for his time. Kenzie Strauch seconded. Motion carried. Irene Archibald stated that we will get with Engineering Associates to get the rest of the work started on the parcel we are interested in from the school district.
- EMSMC Medical Billing Company - Director Mosbey said it would be a good idea to send out a press release to relay that we will be going with a new billing company. People that receive a bill from the old company, will continue

contacting them. Those that receive a bill from the new company, will need to contact the new company. The change start on March 1st, 2025. Item 19)

- Fuel Purchases from Hanna Card Station - They got new product codes and the company told us to let them know what comes thru on the invoices because it did not say diesel before. It said unleaded.
- NPVMC Contract Discussion - Director Mosbey and Irene Archibald discussed that the board should pursue this. We need 2 separate contracts with the hospital. The first MOU is so that SCWEMS employees and volunteers can help in the hospital if needed and the hospital will pay for those that are assisting. The other MOU will be the 'payor of last resort' that will let us receive some payment for the transfers we do out of the hospital. Irene Archibald stated that until the hospital gets their finances in order, we won't be able to get the second MOU ready. Kenzie Strauch stated that we need to move forward with discussions on the MOU of 'payor of last resort' because we are losing money on making transfers for the hospital when we do not get paid for them.
- FY2026 Budget - we need to get a budget to the municipalities in February and the 1st draft of the budget. By April we will have worked up a firmer budget. Irene said that with the legislation and property taxes, we don't know how it will affect municipalities' budgets so we are not going to increase the municipalities' contribution this year. Plus, since we received notice that we will get the MRG grant, we will not have to spend very much for the new ambulance stationed in Hanna. Marie Christen made a motion to approve the budget on the first reading. Jayson Nordquist seconded. Motion carried.

New Business

- MRG Grant - Director Mosbey listened to the SLIB meeting and we will be receiving an award letter soon. We met all of the criteria and between the 55% from the USCA, \$30,000 from the WY Community Foundation, and the MRG grant, the Hanna ambulance will be fully funded. The Hanna ambulance radio is fully funded from the SHSP grant.
- Tristan Neilson - AEMT Travel/Per Diem Reimbursement - \$1020.96 reimbursement check to Tristan. Jayson Nordquist made a motion to approve the reimbursement check. Marie Christen seconded. Motion carried.
- NAR Hybrid EMT Class - Some of the students signed an agreement to pay SCWEMS back if they didn't continue the EMT class. We will be sending certified letters to the students who owe us money.

Executive Session - No executive session was necessary.

Any Further Business / Good of the order - no further business.

Adjourn

Marie Christen made a motion to adjourn at 7:46pm. Jayson Nordquist seconded. Motion carried.

Next meeting: March 17, 2025, 6pm, Saratoga, WY

Respectfully,

Marie Christen

Secretary

03/17/2025
Date


Irene Archibald, Chairperson

VICE

TO: South Central Wyoming Joint Powers Board
FROM: Stayton Mosbey, Director SCWEMS
RE: Board Update – Jan 2025

Staffing

1. 2. 3. Application from Derek Davies for EMT, he is from Laramie and did a ride along with us. Carter made it over for orientation. Conducted training with him and Joshua.
Eddy Young and Samatha Buffington both have passed their EMT tests. Both are waiting on the state to issue their licenses.
Paul Young and Dusty's EMT licenses expired.

Vehicles

1. 60 – Hanna
2. 3. 4. 266 – OOS in Laramie for reprogramming.
267 – 2nd out Saratoga
268 – Primary Saratoga, needs tires & siren is going out like MS60 did. Replacement ordered.
5. 269 – Encampment
6. 272 – Medicine Bow

Operations

1. 2. NPVMC transfers – See additional Report
Busy February, see runs additional report

Training

1. 2. 3. Green Mountain (Brush Creek) Training with ski patrol and SAR scheduled 2/25.
Heart Dissection Lab TBD in March
Red Cross Wilderness First Aid Training class requested, started the process to get that class scheduled.