



TOWN COUNCIL REGULAR MEETING

APRIL 15, 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 - April 1, 2025

APPROVAL OF THE BILLS

- 4) Deposits - \$186,382.16
- [5\)](#) Accounts Payable - \$188,713.83
- [6\)](#) Transmittals - \$53,559.71
- [7\)](#) Payroll - \$52,272.99

CORRESPONDENCE

- [8\)](#) Rawlins - National Police Week - Open House May 15, 2025

ITEMS FROM THE PUBLIC

- 9) Special Events Permit - Joe Elder
- 10) Union Wireless - Broadband Update - Tressa Barnes, David Ricley
- 11) Carbon County Library System - Adelaide Myers
- [12\)](#) Kathy Beck - Carbon County Prevention Network
- 13) Representative Bob Davis

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- [14\)](#) Carbon County Fire District - Grant Application - Letter of Support

Police Department

[15\)](#) Purchase Requisition - Verkada/Pine Cove Entry System - \$7,137.27

Fire Department

Recreation Department

Next meeting is May 5, 2025 at 6:00 PM at the Town Hall Council Chambers

16) New Hire - Sophia Diaz - Lifeguard

[17\)](#) Kelsey Huntoon - Resignation

Department of Public Works

[18\)](#) Hot Pool Ventilation Improvement Quote - Platte Valley Heating - \$2,130.00

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is May 13, 2025 at 5:30 PM at the Town Hall Council Chambers

[19\)](#) Ordinance 880 - Title 17 - Final Reading

[20\)](#) Thorn Variance

[21\)](#) Wilson Variance

[22\)](#) Ordinance 882 - Title 15 - Title 18 Amending Fees

Water and Sewer Joint Power Board

Next meeting is May 14, 2025 at 6:00 PM at the PVCC

Recreation Commission

Next meeting is May 5, 2025 at 6:00 PM at the Town Hall Council Chambers

[23\)](#) Ordinance 881 - Revising The Composition of the Recreation Commission - Final Reading

Saratoga Airport Advisory Board

Next meeting is May 12, 2025 at 3:30 PM at the Town Hall Council Chambers

[24\)](#) Airport Entrance Sign Bid

South Central Wyoming Emergency Medical Services Board

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

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, MAY 6, 2025 AT 6:00 PM.**



TOWN COUNCIL REGULAR MEETING APRIL 01, 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 April 1, 2025 with the amendment of moving the Special Event – Joe Elder to the next meeting, made by Councilman Cooley, second by Councilman Oxford. Motion carried.

APPROVAL OF THE MINUTES

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

APPROVAL OF THE BILLS

Motion to approve all financials from April 1, 2025 made by Councilman Barkhurst, second by Councilman Oxford. Motion carried.

- 4) Deposits - \$348,359.41
- 5) Accounts Payable - \$144,863.82
- 6) Transmittals - \$20,091.10
- 7) Payroll - \$47,362.15

CORRESPONDENCE

ITEMS FROM THE PUBLIC

- 8) Carbon County 250 - Candy Moulton
Candy Moulton with the Carbon County 250 Committee requested funds for “Journey to 250” a documentary film highlighting stories of how people have come to live in Carbon County in the last 250 years. The Council will discuss this further in the future.
- 9) Josalyn Miller - School Dist. #2 - Summer Food Program
Motion to approve the use of Town Parks for Carbon County School Dist. #2 to use for their Summer Food Program for students made by Councilman Cooley, second by Councilman Fluty. Motion carried.
- 10) Special Events Permit - Joe Elder
- 11) Shandiin Talker - Massage Therapy Regulations
Wyoming is a state that has no regulations regarding Massage therapy. Shandiin Talker requested that the Town consider setting regulations. Council will be reviewing.

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 12) Appointment of Town of Saratoga Emergency Manager
Motion to approve appointment of Chief John Moore as the Town of Saratoga Emergency Manager made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

Police Department

- 13) Plus Electric Quote - \$14,800.00
Motion to table generator quote until the new budget. and go ahead with changing the outlets in dispatch made by Councilman Cooley, second by Councilman Oxford. Motion carried.

Fire Department

Recreation Department

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

- 14) Poolweb Quote - \$1,206.00
Motion to approve Little Swimmer Training Platform from Poolweb in the amount of \$1,206.00 made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 15) 2025 Summer Pool Schedule
Motion to approve the 2025 Pool Schedule made by Councilman Cooley, second by Councilman Fluty. Motion carried.
- 16) New Hires - Lifeguards - Josie Little, Jillian Jordan, Maggie Elder
Motion to approve the lateral move of Jillian Jordan and Maggie Elder as lifeguards at the same wage, made by Councilman Cooley, second by Councilman Oxford. Motion carried.
Motion to approve the hiring of Josie Little as a lifeguard made by Councilman Cooley, second by Councilman Fluty. Motion carried.
- 17) Swimming Deck Pool Repair

8,137.00 for whole project. Motion to approve repairs on pool made by Councilman Oxford, second by Councilman Cooley. Motion carried.

- 18) Pool Mosaics Quote - \$1,525.59
- 19) Poolweb Quote - \$1,361.41 - Thin set/Pool Grout

Department of Public Works

- 20) CWSRF Loan Agreement
Motion to approve the execution of the loan documents made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 21) TAP Grant Project Update - hand out
Motion to approve letter of intent for Grant for phase 1 made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 22) Never Forget Park LCWF Grant Project Update
Motion to approve amendment of NFP grant which excludes the Amphitheater made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.
- 23) NFP West Curb - hand out
Motion to delineate space and put curb and gutter at NFP made by Councilman Fluty, second by Councilman Oxford. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

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

- 24) Ordinance 880 - Title 17 - Subdivision 2nd Reading
Motion to approve Ordinance 880 - Title 17 on the 2nd reading, made by Councilman Oxford, second by Councilman Cooley. Motion carried.
- 25) Sign Project Update
Director Penner is working with Wyoming Signs and has 2 options for the Gateway Sign. Planning Commission will discuss the options and get back to the Council.

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

- 26) Ordinance 881 - Revision of the Composition of the Recreation Commission - 2nd Reading
Motion to approve Ordinance 881 - Revision of the Composition of the Recreation Commission on the 2nd reading, made by Councilman Barkhurst, second by Councilman Oxford. Motion carried.

Saratoga Airport Advisory Board

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

- 27) Landscaping Bid
Motion to approve quote from M & M Landscaping for Airport Landscaping, made by Councilman Barkhurst, second by Councilman Oxford. Motion carried.

South Central Wyoming Emergency Medical Services Board
Next meeting is April 21, 2025 at 6:00 PM at Riverside Town Hall

NEW BUSINESS

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

Motion to adjourn meeting at 7:16 PM, made by Councilman Cooley, second by Councilman Oxford.
Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, APRIL 15, 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
A T & T Mobility									
7579	A T & T Mobility	287309475560	Acct# 287309475560-PD Cell Phones-	03/12/2025	637.59	.00		10-421-280	425
Total A T & T Mobility:					637.59	.00			
Armstrong Consultants, Inc.									
7709	Armstrong Consultants, Inc.	ARM236916-2	AIP# 3-56-0026-036 & 037-2024-WYD	03/28/2025	46,942.01	.00		42-534-312	425
Total Armstrong Consultants, Inc.:					46,942.01	.00			
BadgeAndWallet.com									
7761	BadgeAndWallet.com	719405	Flexible Badge (12)-PD	04/01/2025	485.40	.00		10-421-200	425
Total BadgeAndWallet.com:					485.40	.00			
BCN									
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	8.22	.00		42-533-270	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	8.22	.00		10-422-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	8.22	.00		10-412-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	38.74	.00		10-421-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	8.22	.00		10-431-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	38.74	.00		10-411-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	3.52	.00		51-531-280	425
5860	BCN	23896386	Acct# 7267-Landline Long Distance-Ma	04/01/2025	3.52	.00		52-532-280	425
Total BCN:					117.40	.00			
Big Horn Machinery									
7768	Big Horn Machinery	2432	Drum Floor Sander (2)-Belt 36 Grit (36)	04/09/2025	322.77	.00		10-441-262	425
Total Big Horn Machinery:					322.77	.00			
Black Diamond Electric Inc.									
1465	Black Diamond Electric Inc.	5389	Repair Heater-Limit Switch-Labor-HP	04/08/2025	349.00	.00		10-442-240	425

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Black Diamond Electric Inc.:					349.00	.00			
Bridger Fabrication LLC									
7390	Bridger Fabrication LLC	15543	3 1/2 x 3 1/2 x 1/8 Tube (4)-3/16" 2 x 2 (03/03/2025	207.04	.00		10-444-262	425
Total Bridger Fabrication LLC:					207.04	.00			
Carbon County Clerk									
1660	Carbon County Clerk	04142025	Title Fee-2024 Ford-VIN# 1FT8X3BN2	04/14/2025	7.50	.00		51-531-310	425
1660	Carbon County Clerk	04142025	Title Fee-2024 Ford-VIN# 1FT8X3BN2	04/14/2025	7.50	.00		52-532-310	425
Total Carbon County Clerk:					15.00	.00			
Carbon Power & Light Inc.									
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1314700-Kathy Glode Rstrms Me	04/01/2025	43.74	.00		10-444-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1121500-112 S River Meter# 109	04/01/2025	225.10	.00		10-422-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1317500-117 E Spring Meter# 84	04/01/2025	79.51	.00		10-422-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1115800-Pump Station Meter# 11	04/01/2025	185.53	.00		52-532-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130000-Kathy Glode Sprklr Met	04/01/2025	43.50	.00		10-444-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130100-Shop Meter# 11450673-	04/01/2025	327.84	.00		10-431-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130400-Sewer Lift Meter# 1148	04/01/2025	47.22	.00		52-532-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130500-Street Lights-No Meter-	04/01/2025	4,802.25	.00		10-431-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130800-Swimming Pool Meter#	04/01/2025	324.14	.00		10-441-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1130800-Swimming Pool Meter#	04/01/2025	972.43	.00		10-442-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1131100-Water Tower Meter# 13	04/01/2025	110.95	.00		51-531-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1144102-Trl Space @ Lake Mete	04/01/2025	538.01	.00		10-443-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1157302-Lake Pump Meter# 108	04/01/2025	43.50	.00		10-443-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1199800-Runway Lights Meter# 1	04/01/2025	141.08	.00		42-533-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1225000-Veterans Island Meter#	04/01/2025	47.22	.00		10-444-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1237500-Lagoon Meter# 844978	04/01/2025	3,653.45	.00		52-532-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1284100-New Beacon Meter# 10	04/01/2025	43.50	.00		42-533-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1288300-Rstrms @ Lake Meter#	04/01/2025	43.50	.00		10-443-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1308900-River & Bridge Meter# 1	04/01/2025	133.43	.00		10-431-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1309000-Bridge & 2nd Meter# 13	04/01/2025	90.07	.00		10-431-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1321600-Weather Station Meter#	04/01/2025	59.58	.00		42-533-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1327900-1st & Spring Rstrms Me	04/01/2025	363.37	.00		10-431-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 1330501-210 West Elm Meter# 1	04/01/2025	78.43	.00		10-410-262	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 7311300-110 E Spring Meter# 11	04/01/2025	298.55	.00		10-411-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 7311300-110 E Spring Meter# 11	04/01/2025	298.55	.00		10-421-270	425

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.	166-3/1/25-4/1/	Acct# 7331200-Well Field Meter# 1749	04/01/2025	2,976.97	.00		51-531-270	425
1725	Carbon Power & Light Inc.	166-3/1/25-4/1/	Acct# 7545800-Woods Field Meter# 13	04/01/2025	44.34	.00		10-444-270	425
Total Carbon Power & Light Inc.:					16,015.76	.00			
Caselle, Inc.									
1760	Caselle, Inc.	139891	Contract Support & Maintenance-5/1/25	04/01/2025	1,279.65	.00		10-411-320	425
1760	Caselle, Inc.	139891	Contract Support & Maintenance-5/1/25	04/01/2025	67.35	.00		10-413-320	425
Total Caselle, Inc.:					1,347.00	.00			
Engineering Associates									
4170	Engineering Associates	4503116	Project# 23456.00-Professional Service	03/21/2025	1,378.00	.00		50-450-335	425
4170	Engineering Associates	4503120	Project# 24421.00-Professional Service	03/21/2025	14,541.08	.00		50-450-345	425
4170	Engineering Associates	4503121	Project# 24422.00-Professional Service	03/21/2025	12,115.25	.00		22-446-250	425
4170	Engineering Associates	4503126	Project# 25418.00-Professional Service	03/21/2025	3,944.51	.00		51-531-720	425
Total Engineering Associates:					31,978.84	.00			
Hach Company									
2920	Hach Company	14434454	Ammonia-TNT+-HR (2-47 MG/L) PK/25	03/28/2025	463.45	.00		52-532-241	425
Total Hach Company:					463.45	.00			
Kylie M Waldrip, P.C.									
7410	Kylie M Waldrip, P.C.	4421	Professional Legal Services Rendered-	03/03/2025	240.50	.00		10-411-310	425
7410	Kylie M Waldrip, P.C.	4421	Professional Legal Services Rendered-	03/03/2025	148.00	.00		10-412-310	425
7410	Kylie M Waldrip, P.C.	4421	Professional Legal Services Rendered-	03/03/2025	74.00	.00		10-445-310	425
7410	Kylie M Waldrip, P.C.	4421	Professional Legal Services Rendered-	03/03/2025	166.50	.00		51-531-310	425
7410	Kylie M Waldrip, P.C.	4421	Professional Legal Services Rendered-	03/03/2025	166.50	.00		51-531-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	388.50	.00		10-411-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	129.50	.00		10-412-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	333.00	.00		10-421-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	92.50	.00		10-445-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	92.50	.00		51-531-310	425
7410	Kylie M Waldrip, P.C.	4442	Professional Legal Services Rendered-	04/01/2025	92.50	.00		52-532-310	425
Total Kylie M Waldrip, P.C.:					1,924.00	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Motorola Solutions, Inc.									
3930	Motorola Solutions, Inc.	8230506436	SVC01SVC1405C-5/1/25 to 5/31/25-Pr	04/02/2025	163.97	.00		10-421-320	425
3930	Motorola Solutions, Inc.	8230506436	SVC01SVC1424C-5/1/25 to 5/31/25-On	04/02/2025	1,169.89	.00		10-421-320	425
3930	Motorola Solutions, Inc.	8230506436	SVC02SVC0661A-5/1/25 to 5/31/25-S	04/02/2025	160.62	.00		10-421-320	425
Total Motorola Solutions, Inc.:					1,494.48	.00			
MPM Corp									
3945	MPM Corp	9153122	Trash Removal For March 2025-Lake	03/31/2025	240.00	.00		10-443-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Vetera	03/31/2025	80.00	.00		10-444-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-HP	03/31/2025	80.00	.00		10-442-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-TH	03/31/2025	17.50	.00		10-411-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-PD	03/31/2025	17.50	.00		10-421-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Kathy	03/31/2025	45.00	.00		10-444-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Streets	03/31/2025	22.50	.00		10-431-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Water	03/31/2025	22.50	.00		51-531-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Lagoo	03/31/2025	35.00	.00		52-532-262	425
3945	MPM Corp	9153122	Trash Removal For March 2025-Dog P	03/31/2025	45.00	.00		10-444-262	425
Total MPM Corp:					605.00	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927582-Blister Pack Capsules	03/31/2025	17.49	.00		51-531-250	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927748-Adapters-3/6/25-Sew	03/31/2025	7.59	.00		52-532-250	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927787-4in Lynch Pins-3/7/25	03/31/2025	6.69	.00		10-431-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927889-Battery Accessories-3	03/31/2025	13.99	.00		55-572-255	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927971-Gauge-3/11/25-Airport	03/31/2025	16.99	.00		42-533-720	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-927973-Tire Valve-3/11/25-Air	03/31/2025	3.62	.00		42-533-720	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928042-Heat Shrink Tubing (2	03/31/2025	38.96	.00		52-532-250	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928267-Pump Kit-3/17/25-Se	03/31/2025	624.99	.00		52-532-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928290-Credit Return-Pump K	03/31/2025	624.99	.00		52-532-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928336-Feeler Gauge-3/18/25	03/31/2025	9.99	.00		10-431-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928414-Vent Cap with Base-3	03/31/2025	58.99	.00		52-532-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928420-Cut Off Wheel (5)-3/2	03/31/2025	17.45	.00		10-431-240	425
7658	NAPA Auto Parts Saratoga	03312025	Inv# 575-928659-Glass Wipes-Glass Cl	03/31/2025	12.48	.00		52-532-240	425
Total NAPA Auto Parts Saratoga:					204.24	.00			
Norco Inc									
7148	Norco Inc	0043236738	Acct# HO322-Cylinder Rent-March 202	04/01/2025	44.64	.00		10-431-240	425

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Norco Inc:					44.64	.00			
One-Call of Wyoming, Inc.									
4140	One-Call of Wyoming, Inc.	75164	Tickets For March 2025-Sewer	04/07/2025	78.75	.00		52-532-310	425
Total One-Call of Wyoming, Inc.:					78.75	.00			
Perue Printing									
4255	Perue Printing	03312025	Inv# 070961-File Packet (6)-Water	03/31/2025	23.70	.00		51-531-240	425
4255	Perue Printing	03312025	Inv# JB43288-Business Cards For Chie	03/31/2025	49.00	.00		10-421-240	425
4255	Perue Printing	03312025	Inv# JB43289-Business Cards For M.	03/31/2025	49.00	.00		10-421-240	425
Total Perue Printing:					121.70	.00			
Pine Cove Consulting, LLC									
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	93.56	.00		10-411-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	17.33	.00		10-412-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	17.33	.00		10-413-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	114.37	.00		10-421-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	17.33	.00		10-442-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	17.33	.00		10-445-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	34.66	.00		51-531-320	425
7285	Pine Cove Consulting, LLC	23819C	Office 365-Pax Business Standard Mon	04/01/2025	34.66	.00		52-532-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-TH	04/01/2025	315.95	.00		10-411-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-PZ	04/01/2025	58.51	.00		10-412-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-Co	04/01/2025	58.51	.00		10-413-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-PD	04/01/2025	386.17	.00		10-421-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-HP	04/01/2025	58.51	.00		10-442-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-Re	04/01/2025	58.51	.00		10-445-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-Wa	04/01/2025	117.02	.00		51-531-320	425
7285	Pine Cove Consulting, LLC	23820C	Managed Services Agreement-4/25-Se	04/01/2025	117.02	.00		52-532-320	425
Total Pine Cove Consulting, LLC:					1,516.77	.00			
Pitney Bowes Bank Inc Reserve Account									
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-TH	04/03/2025	100.00	.00		10-411-240	425
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-PZ	04/03/2025	1,000.00	.00		10-412-240	425
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-Court	04/03/2025	250.00	.00		10-413-240	425
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-PD	04/03/2025	125.00	.00		10-421-240	425

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-Street	04/03/2025	125.00	.00		10-431-240	425
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-Sewe	04/03/2025	450.00	.00		51-531-240	425
7225	Pitney Bowes Bank Inc Reserve Accou	04032025	Postage Reserve Account-4/3/25-Sewe	04/03/2025	450.00	.00		52-532-240	425
Total Pitney Bowes Bank Inc Reserve Account:					2,500.00	.00			
Platte Valley Foods LLC									
5700	Platte Valley Foods LLC	04012025	Inv# 00200025104800157-Bottled Wate	04/01/2025	36.00	.00		10-411-240	425
Total Platte Valley Foods LLC:					36.00	.00			
Platte Valley Porta Pots, Inc									
7387	Platte Valley Porta Pots, Inc	1793	Weekly Clean-Veteran's Island (2)-Marc	04/04/2025	300.00	.00		10-444-262	425
Total Platte Valley Porta Pots, Inc:					300.00	.00			
Plus Electric, Inc.									
7769	Plus Electric, Inc.	9948	20a. Cord End-15a. Cord Ends-Jr. Elect	04/10/2025	289.42	.00		10-421-225	425
Total Plus Electric, Inc.:					289.42	.00			
Premier Biotech, LLC									
7753	Premier Biotech, LLC	2316514	Forensic Use Only 13 Panel Bio Cup-P	03/27/2025	139.70	.00		10-421-241	425
Total Premier Biotech, LLC:					139.70	.00			
Rocky Mountain Air Solutions									
7427	Rocky Mountain Air Solutions	30586163	CL-2.5-CL-Rental Period 2/21/25 to 3/2	03/20/2025	135.40	.00		51-531-241	425
7427	Rocky Mountain Air Solutions	30586163	CL-2.5-CL-Rental Period 2/21/25 to 3/2	03/20/2025	135.40	.00		52-532-241	425
Total Rocky Mountain Air Solutions:					270.80	.00			
Saratoga Carbon County JPB									
4960	Saratoga Carbon County JPB	04-09-2025	Inv# 2025-04-Lisa Burton April 2025 Me	04/09/2025	87.50	.00		51-531-821	425
4960	Saratoga Carbon County JPB	04-09-2025	Inv# 2025-04-Lisa Burton April 2025 Me	04/09/2025	87.50	.00		52-532-821	425
4960	Saratoga Carbon County JPB	04-09-2025	EA Project# 23420.00-Inv# 4503115-S	04/09/2025	2,000.00	.00		50-450-325	425
4960	Saratoga Carbon County JPB	04-09-2025	EA Project# 24421.00-Inv# 44503120-	04/09/2025	14,541.08	.00		50-450-345	425
Total Saratoga Carbon County JPB:					16,716.08	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Saratoga Feed and Grain									
4895	Saratoga Feed and Grain	03312025	Inv# 96908-Orange Safety Snow Fence	03/31/2025	33.80	.00		52-532-241	425
4895	Saratoga Feed and Grain	03312025	Inv# 96911-Orange Safety Snow Fence	03/31/2025	33.80	.00		52-532-241	425
Total Saratoga Feed and Grain:					67.60	.00			
Saratoga Sun									
4940	Saratoga Sun	3060	Inv# 43675-Legal# 9127-Minutes-3/13/	03/28/2025	297.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43806-Legal# 9128-Manual Check	03/28/2025	36.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43807-Legal# 9129-Cash Req-3/1	03/28/2025	81.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43808-Legal# 9130-Black Hills Ord	03/28/2025	81.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43809-Legal# 9131-Ordinance 879	03/28/2025	216.00	.00		10-412-220	425
4940	Saratoga Sun	3060	Inv# 43716-Legal# 9132-Home Applicat	03/28/2025	81.00	.00		10-412-220	425
4940	Saratoga Sun	3060	Inv# 43777-Legal# 9136-Minutes-3/27/	03/28/2025	378.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43779-Legal# 9135-Cash Req-3/2	03/28/2025	63.00	.00		10-411-220	425
4940	Saratoga Sun	3060	Inv# 43780-Legal# 9134-Manual Check	03/28/2025	36.00	.00		10-411-220	425
Total Saratoga Sun:					1,269.00	.00			
Shively Hardware Co - VFD									
7585	Shively Hardware Co - VFD	28120-3/31/25-	Inv# 114641-Silicone-Dead Bolt-Sheet	03/31/2025	49.47	.00		10-422-262	425
7585	Shively Hardware Co - VFD	28120-3/31/25-	Inv# 114908-Batteries (8)-3/13/25-VFD	03/31/2025	167.92	.00		10-422-240	425
7585	Shively Hardware Co - VFD	28120-3/31/25-	Inv# 115621-Magnet-3/28/25-VFD	03/31/2025	6.99	.00		10-422-240	425
Total Shively Hardware Co - VFD:					224.38	.00			
Shively Hardware Co (Town# 28210)									
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114433-Cap PVC Sch40 3" Slip-P	03/31/2025	16.48	.00		10-444-724	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114444-Elbow 90 PVC DWV 3"-3/	03/31/2025	8.49	.00		10-444-724	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114490-3/8CTSx1/2MPT Adapter-	03/31/2025	12.98	.00		52-532-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114518-3/8OD QCx1/2MPT Adapt	03/31/2025	6.49	.00		52-532-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114521-Nipple Sch80 PVC 1/2"x3"	03/31/2025	1.29	.00		52-532-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114523-Dust Pan-3/4/25-Water	03/31/2025	2.40	.00		51-531-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114524-Credit Return-Dust Pan-3/	03/31/2025	4.79	.00		51-531-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114525-2x48x1/8 Stl Angle (2)-3"x	03/31/2025	134.97	.00		10-444-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114549-Spring Snap-Engine Brite	03/31/2025	31.47	.00		55-572-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114607-100pk 11" Cable Tie (2)-3/	03/31/2025	35.98	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114723-Couple Sch80 2"FPT-3/10/	03/31/2025	15.99	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114735-Cap Sch40 PVC 2"FPT-Se	03/31/2025	5.99	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114842-Splice Kit-For Tracer Wire-	03/31/2025	25.98	.00		42-533-720	425

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)	03312025	Inv# 114846-Hydraulic Cmnt 10lb (2)-3/	03/31/2025	51.98	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114850-100pk Cable Tie (2)-3/12/2	03/31/2025	37.98	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114867-Duster Ext Handle-3/13/25	03/31/2025	13.99	.00		10-442-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114916-C+K Int Sat Mtb 1G (5)-Fil	03/31/2025	350.47	.00		10-421-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114940-Box Cover (6)-3/14/25-PD	03/31/2025	12.74	.00		10-421-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114961-2-3/8" Hole Saw-3/14/25-P	03/31/2025	16.99	.00		10-421-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115007-Batteries (3)-3/17/25-Sewe	03/31/2025	42.97	.00		52-532-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115068-Tape Flagging Pink 150'-3/	03/31/2025	2.79	.00		10-431-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115130-Tube Heat Shrink 1/2"CD3	03/31/2025	3.99	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115142-Clamp Batter (2)-3/19/25-	03/31/2025	8.98	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115155-1"x13' Ratch Tie Down (2)-	03/31/2025	8.50	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115158-Misc Building Supplies (16	03/31/2025	9.62-	.00		10-421-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115177-Marker (2)-Misc Building S	03/31/2025	129.48	.00		10-444-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115197-Bolts (9)-3/20/25-Sewer	03/31/2025	16.89	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115269-Elec Tape (2)-3/21/25-Sew	03/31/2025	20.48	.00		52-532-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115271-Gorilla Tape-3/21/25-Stree	03/31/2025	16.99	.00		10-431-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115318-Lthm Batteries-3/24/25-PD	03/31/2025	15.49	.00		10-421-250	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115332-3-1/8" SS Spring Snap-3/2	03/31/2025	13.99	.00		10-445-486	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115403-Spray Paint For Picnic Tab	03/31/2025	26.37	.00		10-444-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115469-Splice Kit-Tracer Wire-3/2	03/31/2025	25.98	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115588-Dsp Gloves-3/28/25-SP	03/31/2025	34.99	.00		10-441-240	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115598-Splice Kit (3)-3/28/25-Airp	03/31/2025	38.97	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115599-Anchr Bolts-3/28/25-Parks	03/31/2025	74.94	.00		10-444-262	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 115700-Primer-Cement Rain R Shi	03/31/2025	19.48	.00		42-533-720	425
5015	Shively Hardware Co (Town# 28210)	03312025	Inv# 114522-Dust Pan-3/4/25-Water	03/31/2025	4.79	.00		51-531-262	425
Total Shively Hardware Co (Town# 28210):					1,274.32	.00			
South Central Wyoming EMS JPB									
6985	South Central Wyoming EMS JPB	279	FY 2025 4th Quarter Ambulance Servic	04/04/2025	14,467.00	.00		10-411-494	425
Total South Central Wyoming EMS JPB:					14,467.00	.00			
Squirrel Tree Automotive									
7336	Squirrel Tree Automotive	10740	2016 Ford-Oil Filter-5W20 Oil Change-	04/02/2025	151.68	.00		10-421-255	425
7336	Squirrel Tree Automotive	10756	2016 Ford-Oil Filter-5W20 Oil Change-	04/09/2025	95.07	.00		10-421-255	425
7336	Squirrel Tree Automotive	10757	2018 Ford-Oil Filter-5W20 Oil Change-	04/09/2025	95.07	.00		10-421-255	425
Total Squirrel Tree Automotive:					341.82	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Stinker Stores, Inc									
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817367-23.006 G-March 2025-	03/31/2025	75.50	.00		10-431-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 9649385-85.593 G-March 2025-	03/31/2025	182.12	.00		10-421-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 9649134-122.631 G-March 2025	03/31/2025	363.77	.00		51-531-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 9649276-84.505 G-March 2025-	03/31/2025	245.56	.00		10-421-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817837-217.721 G-March 2025	03/31/2025	705.69	.00		10-431-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817401-158.53 G-March 2025-	03/31/2025	245.64	.00		51-531-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817401-158.53 G-March 2025-	03/31/2025	245.63	.00		52-532-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817420-131.519 G-March 2025	03/31/2025	338.20	.00		10-431-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 9649387-34.476 G-March 2025-	03/31/2025	100.53	.00		10-421-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817686-48.296 G-March 2025-	03/31/2025	147.77	.00		10-431-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 9649130-16.057 G-March 2025-	03/31/2025	46.66	.00		10-421-256	425
7438	Stinker Stores, Inc	K378-3/31/25	Card# 4817673-16.817 G-March 2025-	03/31/2025	53.42	.00		10-431-256	425
Total Stinker Stores, Inc:					2,750.49	.00			
Team Laboratory Chemical, LLC									
6475	Team Laboratory Chemical, LLC	INV0045630	White Traffic Paint (4)-Yellow Traffic Pai	03/27/2025	2,551.00	.00		22-446-250	425
6475	Team Laboratory Chemical, LLC	INV0045631	Line Block Out Paint (2)	03/27/2025	468.00	.00		22-446-250	425
Total Team Laboratory Chemical, LLC:					3,019.00	.00			
The Cowboy Couture									
6991	The Cowboy Couture	2025-91	Embroidery on Polos (4)-PD	04/13/2025	50.00	.00		10-421-200	425
Total The Cowboy Couture:					50.00	.00			
US Bank									
7743	US Bank	CPN 00269148	Tumble Weed Express-Fuel-3/17/25-W	04/11/2025	35.42	.00		51-531-256	425
7743	US Bank	CPN 00269148	Newstripe Inc-Extension Wand-3/18/25-	04/11/2025	137.40	.00		10-431-240	425
7743	US Bank	CPN 00269148	Idaho.gov-Reciprocity Application-3/19/	04/11/2025	20.00	.00		51-531-235	425
7743	US Bank	CPN 00269148	Mclean Parts-Rack Mountable Fan-3/19	04/11/2025	1,119.63	.00		51-531-740	425
7743	US Bank	CPN 00269148	Tractor Supply-Fuel Pump-3/20/25-Wat	04/11/2025	224.99	.00		51-531-740	425
7743	US Bank	CPN 00269148	Tractor Supply-Fuel Pump-3/20/25-Sew	04/11/2025	225.00	.00		52-532-740	425
7743	US Bank	CPN 00269148	Rawlins Auto Parts-Feeler Guages-Drill	04/11/2025	171.19	.00		10-431-240	425
7743	US Bank	CPN 00269148	Adobe-Subscription-3/21/25-PZ	04/11/2025	21.19	.00		10-412-240	425
7743	US Bank	CPN 00269148	Poolweb.com-Drain Cover-3/28/25-SP	04/11/2025	271.50	.00		10-441-262	425
7743	US Bank	CPN 00269148	Coverking USA-Seat Covers-4/1/25-Wa	04/11/2025	224.77	.00		51-531-740	425
7743	US Bank	CPN 00269148	Coverking USA-Seat Covers-4/1/25-Se	04/11/2025	224.76	.00		52-532-740	425
7743	US Bank	CPN 00269148	Supplyhouse.com-Shower Valve-Handl	04/11/2025	608.74	.00		10-444-262	425

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	Supplyhouse.com-Repair Kit-4/3/25-Par	04/11/2025	23.70	.00		10-444-262	425
7743	US Bank	CPN 00269148	Wyoming Planning-Wyo Pass Renewal-	04/11/2025	305.00	.00		10-412-310	425
7743	US Bank	CPN 00269148	Country Store-Fuel-4/10/25-Sewer	04/11/2025	62.05	.00		52-532-256	425
7743	US Bank	CPN 00269148	Watcofloors-Epoxy Repair Mortar-4/11/	04/11/2025	1,572.42	.00		50-450-340	425
7743	US Bank	CPN 00269148	Amazon-Credit Return-Filter Replacem	04/11/2025	39.38-	.00		10-431-240	425
7743	US Bank	CPN 00269148	Amazon-Credit Return-Floor Mats-4/8/2	04/11/2025	155.62-	.00		51-531-255	425
7743	US Bank	CPN 00269148	Amazon-Towels-Gloves-TP-3/14/25-HP	04/11/2025	140.82	.00		10-442-240	425
7743	US Bank	CPN 00269148	Amazon-Lanyards-3/19/25-Rec	04/11/2025	49.99	.00		10-445-492	425
7743	US Bank	CPN 00269148	Family Dollar-Napkins-3/20/25-TH	04/11/2025	3.07	.00		10-411-235	425
7743	US Bank	CPN 00269148	Amazon-Note Pads-3/21/25-PD	04/11/2025	15.45	.00		10-421-240	425
7743	US Bank	CPN 00269148	Amazon-Sprinkler Head-3/21/25-Parks	04/11/2025	190.95	.00		10-444-240	425
7743	US Bank	CPN 00269148	Amazon-Note Pads-3/24/25-PD	04/11/2025	18.72	.00		10-421-240	425
7743	US Bank	CPN 00269148	Amazon-Softballs-3/27/25-Rec	04/11/2025	18.95	.00		10-445-492	425
7743	US Bank	CPN 00269148	Amazon-First Base-3/27/25-Rec	04/11/2025	55.98	.00		10-445-492	425
7743	US Bank	CPN 00269148	Sportsfacil-Volleyball Net-3/28/25-Rec	04/11/2025	398.36	.00		10-445-492	425
7743	US Bank	CPN 00269148	Amazon-Floor Mats-4/2/25-Water	04/11/2025	168.61	.00		51-531-255	425
7743	US Bank	CPN 00269148	Amazon-Filter Replacement-4/2/25-Stre	04/11/2025	39.38	.00		10-431-240	425
7743	US Bank	CPN 00269148	Poolweb.com-Thinset Pool Tile-4/3/25-	04/11/2025	1,361.41	.00		50-450-340	425
7743	US Bank	CPN 00269148	Poolweb.com-Training Platform-4/3/25-	04/11/2025	1,217.00	.00		10-441-740	425
7743	US Bank	CPN 00269148	Zoom.com-Subscription-4/3/25-TH	04/11/2025	64.99	.00		10-411-245	425
7743	US Bank	CPN 00269148	Blue Water Pool Mosaic-Tile-4/3/25-SP	04/11/2025	1,525.59	.00		50-450-340	425
7743	US Bank	CPN 00269148	Amazon-Folders-4/4/25-TH	04/11/2025	15.99	.00		10-411-240	425
7743	US Bank	CPN 00269148	Amazon-Laptop-4/4/25-SP	04/11/2025	377.10	.00		10-441-740	425
7743	US Bank	CPN 00269148	Amazon-Laptop Protection-4/4/25-SP	04/11/2025	61.99	.00		10-441-740	425
7743	US Bank	CPN 00269148	Poolweb.com-Drain Cover-4/7/25-SP	04/11/2025	271.50	.00		10-441-262	425
7743	US Bank	CPN 00269148	Direct Sports Inc-Softballs-4/7/25-Rec	04/11/2025	192.89	.00		10-445-492	425
7743	US Bank	CPN 00269148	Amazon-Laptop Protection-4/7/25-Rec	04/11/2025	63.99	.00		10-445-740	425
7743	US Bank	CPN 00269148	Amazon-Laptop-4/7/25-Rec	04/11/2025	389.99	.00		10-445-740	425
7743	US Bank	CPN 00269148	Amazon-Mouse-4/7/25-Rec	04/11/2025	33.99	.00		10-445-740	425
7743	US Bank	CPN 00269148	Amazon-Floor Mats-4/8/25-Water	04/11/2025	156.73	.00		51-531-255	425
7743	US Bank	CPN 00269148	Amazon-4/8/25	04/11/2025	70.43	.00		10-431-240	425
7743	US Bank	CPN 00269148	Blue Water Pool Mosaic-Tile-4/9/25-SP	04/11/2025	141.81	.00		50-450-340	425
7743	US Bank	CPN 00269148	Poolweb.com-4/10/25-SP	04/11/2025	57.70	.00		10-441-262	425
7743	US Bank	CPN 00269148	Amazon-Chlorine-4/11/25-SP	04/11/2025	75.75	.00		10-441-240	425
7743	US Bank	CPN 00269148	In The Swim-Epoxy-4/11/25-SP	04/11/2025	467.43	.00		10-441-262	425
7743	US Bank	CPN 00269148	Stryker Medical-AED-3/19/25-PD	04/11/2025	150.00	.00		10-421-240	425
7743	US Bank	CPN 00269148	NRS-Rescue Bag-Book-3/25/25-PD	04/11/2025	377.76	.00		10-421-250	425
7743	US Bank	CPN 00269148	BadgeandWallet.com-Badge-3/26/25-P	04/11/2025	11.00	.00		10-421-200	425
7743	US Bank	CPN 00269148	Forensics Source-Porta Pac (20)-Maste	04/11/2025	919.74	.00		10-421-241	425
7743	US Bank	CPN 00269148	NRS-Life Jackets-4/2/25-PD	04/11/2025	391.38	.00		10-421-720	425

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	Chewy.com-Dog Food For K-9-4/7/25-P	04/11/2025	53.52	.00		10-421-486	425
7743	US Bank	CPN 00269148	Amazon-Batteries-4/9/25-PD	04/11/2025	60.45	.00		10-421-250	425
7743	US Bank	CPN 00269148	Family Dollar-TP-Kleenex-Bleach-Wind	04/11/2025	56.40	.00		10-421-240	425
7743	US Bank	CPN 00269148	Amazon-Dummy Rounds-3/19/25-PD	04/11/2025	95.64	.00		10-421-235	425
7743	US Bank	CPN 00269148	Dicks Sporting Goods-Boots-3/20/25-P	04/11/2025	116.59	.00		10-421-200	425
7743	US Bank	CPN 00269148	Danner-Boots-3/20/25-PD	04/11/2025	169.60	.00		10-421-200	425
7743	US Bank	CPN 00269148	Amazon-Laser Pointer-3/28/25-PD	04/11/2025	22.51	.00		10-421-235	425
7743	US Bank	CPN 00269148	Stinker-Fuel-4/3/25-PD	04/11/2025	35.87	.00		10-421-256	425
7743	US Bank	CPN 00269148	Wyoming Association-Conference Regi	04/11/2025	370.00	.00		10-421-235	425
7743	US Bank	CPN 00269148	Amazon-Long Reach Tool-4/10/25-PD	04/11/2025	366.69	.00		10-421-250	425
Total US Bank:					15,896.47	.00			
Valley Fire Extinguisher Service									
5695	Valley Fire Extinguisher Service	7266	Valve Stems-O Rings & Pins-VFD	03/31/2025	34.65	.00		10-422-250	425
5695	Valley Fire Extinguisher Service	7266	Unit Hydro Test & Recharge (1)-VFD	03/31/2025	45.00	.00		10-422-250	425
5695	Valley Fire Extinguisher Service	7266	Unit 6 Year Maint (1)-VFD	03/31/2025	22.00	.00		10-422-250	425
5695	Valley Fire Extinguisher Service	7266	Units Annual Maint (18)-VFD	03/31/2025	144.00	.00		10-422-250	425
5695	Valley Fire Extinguisher Service	7266	Pro Rated Milage-VFD	03/31/2025	25.00	.00		10-422-250	425
Total Valley Fire Extinguisher Service:					270.65	.00			
Valley Oil Company									
5705	Valley Oil Company	8629	Card# 1130-55.9680 Gal-March 2025 F	03/31/2025	173.45	.00		10-421-256	425
5705	Valley Oil Company	8629	Card# 2038-57.4790 Gal-March 2025 F	03/31/2025	176.15	.00		10-421-256	425
5705	Valley Oil Company	8629	Card# 2040-114.0120 Gal-March 2025	03/31/2025	451.11	.00		10-421-256	425
5705	Valley Oil Company	SVFD-8618	Card# 2473-33.6210 Gal-March Fuel-V	03/31/2025	99.48	.00		10-422-256	425
5705	Valley Oil Company	SVFD-8618	Card# 2475-12.0010 Gal-March Fuel-V	03/31/2025	35.51	.00		10-422-256	425
Total Valley Oil Company:					935.70	.00			
WLC Engineering and Surveying									
4710	WLC Engineering and Surveying	2025-10220	NFP Contract Admin-Phase II Billing-3/	04/08/2025	3,303.26	.00		10-444-724	425
Total WLC Engineering and Surveying:					3,303.26	.00			
Wyo Association of Rural Water Systems									
6085	Wyo Association of Rural Water System	20356	Member Registration-2025 Annual Conf	03/20/2025	222.50	.00		51-531-235	425
6085	Wyo Association of Rural Water System	20356	Member Registration-2025 Annual Conf	03/20/2025	222.50	.00		52-532-235	425

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Wyo Association of Rural Water Systems:					445.00	.00			
Wyoming Machinery Company									
6705	Wyoming Machinery Company	R6769403	Backhoe Loader Rental-686 Hrs-Street	03/27/2025	689.43	.00		10-431-740	425
6705	Wyoming Machinery Company	R6769403	Backhoe Loader Rental-686 Hrs-Water	03/27/2025	1,378.86	.00		51-531-740	425
6705	Wyoming Machinery Company	R6769403	Backhoe Loader Rental-686 Hrs-Sewer	03/27/2025	1,378.86	.00		52-532-740	425
Total Wyoming Machinery Company:					3,447.15	.00			
Wyoming Office of State Land & Investmen									
6180	Wyoming Office of State Land & Invest	CW215 LOAN	CW215 Loan Origination Fee-2025 San	04/02/2025	15,829.15	15,829.15	04/02/2025	52-532-251	425
Total Wyoming Office of State Land & Investmen:					15,829.15	15,829.15			
Grand Totals:					188,713.83	15,829.15			

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
--------	-------------	----------------	-------------	--------------	-----------------------	-------------	-----------	------------	-----------

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
04/07/2025		7579	A T & T Mobility	2873094755	637.59	.00	.00	637.59			
04/28/2025		7709	Armstrong Consultants, Inc	ARM236916-	46,942.01	.00	.00	46,942.01			
05/01/2025		7761	BadgeAndWallet.com	719405	485.40	.00	.00	485.40			
04/01/2025		5860	BCN	23896386	117.40	.00	.00	117.40			
04/09/2025		7768	Big Horn Machinery	2432	322.77	.00	.00	322.77			
04/08/2025		1465	Black Diamond Electric Inc.	5389	349.00	.00	.00	349.00			
03/03/2025		7390	Bridger Fabrication LLC	15543	207.04	.00	.00	207.04			
04/14/2025		1660	Carbon County Clerk	04142025	15.00	.00	.00	15.00			
04/16/2025		1725	Carbon Power & Light Inc.	166-3/1/25-4/	16,015.76	.00	.00	16,015.76			
04/25/2025		1760	Caselle, Inc.	139891	1,347.00	.00	.00	1,347.00			
04/21/2025		4170	Engineering Associates	4503116	1,378.00	.00	.00	1,378.00			
04/21/2025		4170	Engineering Associates	4503120	14,541.08	.00	.00	14,541.08			
04/21/2025		4170	Engineering Associates	4503121	12,115.25	.00	.00	12,115.25			
04/21/2025		4170	Engineering Associates	4503126	3,944.51	.00	.00	3,944.51			
04/28/2025		2920	Hach Company	14434454	463.45	.00	.00	463.45			
03/31/2025		7410	Kylie M Waldrip, P.C.	4421	795.50	.00	.00	795.50			
04/30/2025		7410	Kylie M Waldrip, P.C.	4442	1,128.50	.00	.00	1,128.50			
05/02/2025		3930	Motorola Solutions, Inc.	8230506436	1,494.48	.00	.00	1,494.48			
03/31/2025		3945	MPM Corp	9153122	605.00	.00	.00	605.00			
04/15/2025		7658	NAPA Auto Parts Saratoga	03312025	204.24	.00	.00	204.24			
04/01/2025		7148	Norco Inc	0043236738	44.64	.00	.00	44.64			
04/07/2025		4140	One-Call of Wyoming, Inc.	75164	78.75	.00	.00	78.75			
03/31/2025		4255	Perue Printing	03312025	121.70	.00	.00	121.70			
04/01/2025		7285	Pine Cove Consulting, LLC	23819C	346.57	.00	.00	346.57			
04/01/2025		7285	Pine Cove Consulting, LLC	23820C	1,170.20	.00	.00	1,170.20			
04/03/2025		7225	Pitney Bowes Bank Inc Re	04032025	2,500.00	.00	.00	2,500.00			
04/01/2025		5700	Platte Valley Foods LLC	04012025	36.00	.00	.00	36.00			
05/04/2025		7387	Platte Valley Porta Pots, In	1793	300.00	.00	.00	300.00			
04/10/2025		7769	Plus Electric, Inc.	9948	289.42	.00	.00	289.42			
04/26/2025		7753	Premier Biotech, LLC	2316514	139.70	.00	.00	139.70			
04/19/2025		7427	Rocky Mountain Air Solutio	30586163	270.80	.00	.00	270.80			
04/09/2025		4960	Saratoga Carbon County J	04-09-2025	16,716.08	.00	.00	16,716.08			
04/30/2025		4895	Saratoga Feed and Grain	03312025	67.60	.00	.00	67.60			
04/28/2025		4940	Saratoga Sun	3060	1,269.00	.00	.00	1,269.00			
04/30/2025		7585	Shively Hardware Co - VF	28120-3/31/2	224.38	.00	.00	224.38			
04/30/2025		5015	Shively Hardware Co (Tow	03312025	1,274.32	.00	.00	1,274.32			
05/05/2025		6985	South Central Wyoming E	279	14,467.00	.00	.00	14,467.00			
04/02/2025		7336	Squirrel Tree Automotive	10740	151.68	.00	.00	151.68			
04/09/2025		7336	Squirrel Tree Automotive	10756	95.07	.00	.00	95.07			
04/09/2025		7336	Squirrel Tree Automotive	10757	95.07	.00	.00	95.07			
04/30/2025		7438	Stinker Stores, Inc	K378-3/31/25	2,750.49	.00	.00	2,750.49			
03/27/2025		6475	Team Laboratory Chemical	INV0045630	2,551.00	.00	.00	2,551.00			
03/27/2025		6475	Team Laboratory Chemical	INV0045631	468.00	.00	.00	468.00			
06/13/2025		6991	The Cowboy Couture	2025-91	50.00	.00	.00	50.00			
05/10/2025		7743	US Bank	CPN 002691	15,896.47	.00	.00	15,896.47			
04/10/2025		5695	Valley Fire Extinguisher Se	7266	270.65	.00	.00	270.65			
04/15/2025		5705	Valley Oil Company	8629	800.71	.00	.00	800.71			
04/15/2025		5705	Valley Oil Company	SVFD-8618	134.99	.00	.00	134.99			
05/08/2025		4710	WLC Engineering and Surv	2025-10220	3,303.26	.00	.00	3,303.26			
03/20/2025		6085	Wyo Association of Rural	20356	445.00	.00	.00	445.00			
04/27/2025		6705	Wyoming Machinery Comp	R6769403	3,447.15	.00	.00	3,447.15			
Grand Totals:				51	172,884.68	.00	.00	172,884.68			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
03/03/2025	207.04	.00	.00	207.04	207.04
03/20/2025	445.00	.00	.00	445.00	652.04
03/27/2025	3,019.00	.00	.00	3,019.00	3,671.04
03/31/2025	1,522.20	.00	.00	1,522.20	5,193.24
04/01/2025	1,714.81	.00	.00	1,714.81	6,908.05
04/02/2025	151.68	.00	.00	151.68	7,059.73
04/03/2025	2,500.00	.00	.00	2,500.00	9,559.73
04/07/2025	716.34	.00	.00	716.34	10,276.07
04/08/2025	349.00	.00	.00	349.00	10,625.07
04/09/2025	17,228.99	.00	.00	17,228.99	27,854.06
04/10/2025	560.07	.00	.00	560.07	28,414.13
04/14/2025	15.00	.00	.00	15.00	28,429.13
04/15/2025	1,139.94	.00	.00	1,139.94	29,569.07
04/16/2025	16,015.76	.00	.00	16,015.76	45,584.83
04/19/2025	270.80	.00	.00	270.80	45,855.63
04/21/2025	31,978.84	.00	.00	31,978.84	77,834.47
04/25/2025	1,347.00	.00	.00	1,347.00	79,181.47
04/26/2025	139.70	.00	.00	139.70	79,321.17
04/27/2025	3,447.15	.00	.00	3,447.15	82,768.32
04/28/2025	48,674.46	.00	.00	48,674.46	131,442.78
04/30/2025	5,445.29	.00	.00	5,445.29	136,888.07
05/01/2025	485.40	.00	.00	485.40	137,373.47
05/02/2025	1,494.48	.00	.00	1,494.48	138,867.95
05/04/2025	300.00	.00	.00	300.00	139,167.95
05/05/2025	14,467.00	.00	.00	14,467.00	153,634.95
05/08/2025	3,303.26	.00	.00	3,303.26	156,938.21
05/10/2025	15,896.47	.00	.00	15,896.47	172,834.68
06/13/2025	50.00	.00	.00	50.00	172,884.68
Grand Totals:					
	172,884.68	.00	.00	172,884.68	

Report Criteria:

Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
53770	3 GREAT-WEST TRUST CO	53770	04/06/2025	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 4/6/2025	10-212500	165.00
	3 GREAT-WEST TRUST CO	53770	04/06/2025	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 4/6/2025	10-212500	130.00
	Total 53770:						295.00
40820251	1 EFTPS -TAXES	40820251	04/06/2025	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 4/6/2025	10-212100	4,013.33
	1 EFTPS -TAXES	40820251	04/06/2025	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 4/6/2025	10-212100	4,013.33
	1 EFTPS -TAXES	40820251	04/06/2025	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 4/6/2025	10-212100	938.59
	1 EFTPS -TAXES	40820251	04/06/2025	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 4/6/2025	10-212100	938.59
	1 EFTPS -TAXES	40820251	04/06/2025	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 4/6/2	10-212200	4,709.11
Total 40820251:						14,612.95	
40820252	5 BLUE CROSS & BLUE SH	40820252	04/06/2025	90-00	ACCOUNT # 2483060001 Health Ins Pay Period: 4/6/2025	10-212700	38,651.76
	Total 40820252:						38,651.76
Grand Totals:							53,559.71

TOWN OF SARATOGA

Check Register - NAMELESS
 Pay Period Dates: 03/24/2025 - 04/06/2025

Apr 08, 2025 12:10PM

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
04/06/2025	PC	04/10/2025	53765	275		01-112700	369.40-
04/06/2025	PC	04/10/2025	53766	248		01-112700	369.40-
04/06/2025	PC	04/10/2025	53767	285		01-112700	233.00-
04/06/2025	PC	04/10/2025	53768	250		01-112700	369.40-
04/06/2025	PC	04/10/2025	53769	9120		01-112700	369.40-
04/06/2025	PC	04/10/2025	4102025	46		01-112700	1,972.36-
04/06/2025	PC	04/10/2025	4102025	49		01-112700	2,717.98-
04/06/2025	PC	04/10/2025	4102025	70		01-112700	311.41-
04/06/2025	PC	04/10/2025	4102025	78		01-112700	1,679.26-
04/06/2025	PC	04/10/2025	4102025	111		01-112700	1,847.89-
04/06/2025	PC	04/10/2025	4102025	134		01-112700	2,255.51-
04/06/2025	PC	04/10/2025	4102025	112		01-112700	1,901.43-
04/06/2025	PC	04/10/2025	4102025	40		01-112700	1,881.04-
04/06/2025	PC	04/10/2025	4102025	88		01-112700	1,291.28-
04/06/2025	PC	04/10/2025	4102026	201		01-112700	348.89-
04/06/2025	PC	04/10/2025	4102026	216		01-112700	287.70-
04/06/2025	PC	04/10/2025	4102026	217		01-112700	287.70-
04/06/2025	PC	04/10/2025	4102026	225		01-112700	415.66-
04/06/2025	PC	04/10/2025	4102026	226		01-112700	2,004.47-
04/06/2025	PC	04/10/2025	4102026	245		01-112700	2,847.32-
04/06/2025	PC	04/10/2025	4102026	247		01-112700	1,895.11-
04/06/2025	PC	04/10/2025	4102026	264		01-112700	3,414.03-
04/06/2025	PC	04/10/2025	4102026	235		01-112700	1,806.40-
04/06/2025	PC	04/10/2025	4102026	202		01-112700	72.40-
04/06/2025	PC	04/10/2025	4102027	268		01-112700	73.97-
04/06/2025	PC	04/10/2025	4102027	270		01-112700	232.15-
04/06/2025	PC	04/10/2025	4102027	272		01-112700	2,809.74-
04/06/2025	PC	04/10/2025	4102027	273		01-112700	2,471.56-
04/06/2025	PC	04/10/2025	4102027	274		01-112700	174.40-
04/06/2025	PC	04/10/2025	4102027	276		01-112700	1,488.79-
04/06/2025	PC	04/10/2025	4102027	277		01-112700	1,473.81-
04/06/2025	PC	04/10/2025	4102027	280		01-112700	1,318.61-
04/06/2025	PC	04/10/2025	4102027	283		01-112700	1,366.76-
04/06/2025	PC	04/10/2025	4102027	284		01-112700	1,721.70-
04/06/2025	PC	04/10/2025	4102028	263		01-112700	1,707.40-
04/06/2025	PC	04/10/2025	4102028	227		01-112700	1,831.56-
04/06/2025	PC	04/10/2025	4102028	288		01-112700	1,791.79-
04/06/2025	PC	04/10/2025	4102028	48		01-112700	2,862.31-
Grand Totals:							52,272.99-
							38

Save The Date NATIONAL POLICE WEEK

Hosted By:

The Rawlins Police Department
215 5th Street



May 11th - 17th 2025

In the City of Rawlins, Wyoming we honor those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice to their community or have become disabled in the performance of duty, and let us recognize and pay respect to those survivors of our fallen heroes.

Thursday, May 15th, 2025:

Flag Ceremony at 2:30pm & Open House 3:00-5:00pm

Contact: Katrina James, Administrative Secretary for questions • (307) 324-4503



Learn more about CCPN - <https://carboncountypublichealth.org/prevention/> OR

Follow us on Facebook - <https://www.facebook.com/CarbonCountyProjectPrevention/>

CCPN Next *Virtual* Meeting - Monday, May 12th

CCPN Next *In-Person* Meeting - Monday, June 9th; 5:30 pm at PVCC

April's theme is Opioids –

Prescription Pills/Counterfeit Pills:

- Counterfeit prescription pills often contain incorrect doses of active ingredients or even harmful substances, posing significant risks to health and safety.
- 14% of high school students reported misusing prescription opioids.
- Approximately 16% of high school students in the United States have reported using prescription drugs without a doctor's prescription.
- Adolescents who misuse prescription opioids are at a higher risk of developing opioid use disorder later in life. Approximately 8% of adolescents who misuse opioids will develop an opioid use disorder by age 35.

CONNECT

CONNECT is a post-vention strategy to support a community response to trauma or a tragedy. This program is built to help communities become more resilient in times of tragedy. There are no boundaries with traumatic death. Therefore, there should be no boundaries when communities are working to better their response.

PROGRAM OBJECTIVES

- ✓ Understanding of how to coordinate a safe and supportive response to a suicide.
- ✓ Knowledge of appropriate memorial activities, safe communication, and responses to media inquiries.
- ✓ Understanding of how to reduce the risk of suicide-related phenomena (contagion, copy-cat, and pacts).
- ✓ Understanding of the complexity of suicide-related grief for different age groups and over time.
- ✓ Knowledge of strategies to encourage help-seeking, reducing stigma, and promoting healing for survivors.
- ✓ Knowledge of resources for survivors of suicide loss.
- ✓ Competency in how to recognize and respond to suicide warning signs in survivors and community members after a suicide.
- ✓ Opportunities for networking, relationship building, problem solving and information sharing among participants.



Registration Link:
<https://forms.gle/sQLnHcya3jJPn8LR9>

This is an excellent program for law enforcement, school staff and officials, counselors, and any community members who have an interest in supporting the community in the face of a suicide or traumatic death.

There will be a meeting in the Valley to continue discussion of the training provided in Baggs.

Rawlins

**3rd Annual
Care Fair**

**Saturday, April 26
8:00am - Noon**

Rawlins Family
Recreation Center

 **CARBON
COUNTY**
PREVENTION NETWORK



Saratoga



Other Training Opportunities:

4th Annual Drug Information Opportunity Symposium

June 12, 2025 8 am-5 pm

Wyoming State Capital Auditorium

(There is going to be a Zoom option when you register.)

<https://www.rmhidta.org/event-details/wyoming-drug-information-opportunity-symposium-3>

Tall Cop Says Stop

Nebraska Prevention has been gracious in offering this opportunity to their neighbors in Wyoming. It is \$35 a person. The coalition may be able to come up with some dollars. I do plan on attending.

On Tuesday, June 10th, 2025, we invite you to attend the "High In Plain Sight: Current Drug Trends" training, presented by Tall Cop Says Stop™ and hosted by Region 1 Behavioral Health Authority. Jermaine "Tall Cop" Galloway is recognized as one of America's foremost experts on drug and alcohol trends. With over 15 years of experience specializing in underage drinking and drug enforcement, Officer Galloway has earned four national and one international award for his outstanding work. He has personally trained over 825,000 individuals nationwide and delivered countless presentations at conferences and events.

We hope you can pass on this information and join us for this invaluable training!

Training Details:

- Date: Tuesday, June 10th, 2025
- Time: 8:30 AM – 4:00 PM (Doors open at 8:00 AM)
- Location: Weborg 21 Centre
- Cost: \$35 (includes a meal)

How to Register:

Please register online at panhandlepartnership.com to secure your spot.

Additionally, we are honored to announce that the Attorney General will be speaking from 3:30 PM to 4:00 PM, closing out the event.

This is a fantastic opportunity to learn about emerging trends and gain essential knowledge to help support our community. We strongly encourage your attendance.

If you have any questions, please feel free to reach out to Kym Fries- kfries@region1bhs.net or Heather Brown-hbrown@region1bhs.net. We look forward to seeing you there!

For more information about Officer Galloway, visit his website: [Tall Cop Says Stop™](https://tallcopsaysstop.com).

TOWN OF SARATOGA

Item 14)

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

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: clerk@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley

Councilman Cory Oxford

Councilman Jerry Fluty

Councilman Bub Barkhurst

April 15, 2025

Carbon County Fire District

Subject: Acknowledgment of Grant Application Review and Approval

To Whom It May Concern,

This letter serves to acknowledge that the Town of Saratoga Town Council has reviewed and approved the grant application submitted by the Carbon County Fire District for Mineral Royalties funding from the State of Wyoming.

The Council recognizes the importance of this application and supports the District's efforts to enhance fire protection and emergency services for our community.

Sincerely,

Chuck Davis
Mayor, Town of Saratoga

Town of Saratoga Town Council

Mike Cooley
Mayor Pro Tem

Jerry Fluty
Councilman

Bub Barkhurst
Councilman

Cory Oxford
Councilman

OFFICE OF STATE LANDS AND INVESTMENTS

MINERAL ROYALTY GRANTS

Application Instructions

This Application Form is to be completed when applying for funding from the Mineral Royalty Grant Program.

The Office of State Lands and Investments will provide the completed Application to the State Loan and Investment Board as the applicant's summary of the request for funding.

Applicants should view this form as your opportunity to inform the Board of the need for the proposed project and the reason the State should help finance the project. There is no limit on the length of the Application, please attach additional pages if needed. However, the Office suggests a bulleted format and please bear in mind the time constraints of the State Loan and Investment Board.

GENERAL INSTRUCTIONS

- 1 Submit application and all supporting documentation on legal size paper (8 1/2 x 14).
- 2 Applications are due in our office by Close of Business (COB) on the day of the deadline. Applications can be emailed to staff to ensure it is received by COB on the due date with originals to follow in the mail.
- 3 Ensure the application is complete. All applicants are required to be complete, including an executed Resolution and Tab 1- Tab 4. Incomplete applications will not be presented to the State Loan and Investment Board for consideration. Is there an answer in every box, even if it is "N/A"?
- 4 If you are not sure what the application is asking for, call the office and ask. Contact Shauna Perkins at (307)777-7453 or shauna.perkins1@wyo.gov with your questions.

CHECKLIST

- * The checklist should be utilized to ensure all required documents are submitted with your application.
- * The checklist provides a list of additional documents necessary for special districts, joint powers boards applying for MRG funding.
- * The checklist also provides a list of additional documents necessary for water and sewer projects, road and street projects, requests for a fire apparatus and vehicle purchase.

RESOLUTION

- * A properly executed and signed resolution must be submitted with all applications.
- * You can utilize the resolution included in this Application or you can create your own.
- * The resolution included in this application has the name of the entity linked through the document. Therefore, you only need to enter your entity's name once at the beginning of the document. To complete the resolution you will need to put the necessary information in the colored boxes.

Contact Info

- * **All applicants are required to complete this page.**
- * The "Applicant Name" and "Project Name" will autofill after you have entered them on the General Information page.

Tab 1 - General Information

- * **All applicants are required to complete this page.**
- * The "Applicant Name" and "Project Name" will carry through to the rest of the application pages.
- * In the table for other funding, **do not** include the funding being requested with this application.
- * The following fields will auto calculate - "Balance of Project Incomplete", "Funding Percentage", "Estimated Reimbursement Rate" and "Total Other Funding".
- * Ensure the signature on the application is in [BLUE](#) ink.

Tab 2 - Project Questions

- * **All applicants are required to complete this page.**

Tab 3 - Project Narrative

*** All applicants are required to complete this page**

Tab 4 - General Financial Information

* All applicants are required to complete this page

Tab 5 - Road & Street Questions

* Only applicants applying for funding related to road or streets must complete this page.

Tab 6 - Water Questions

* Only applicants applying for funding related to water projects must complete this page.

Tab 7 - Sewer Questions

* Only applicants applying for funding related to sewer projects must complete this page.

Tab 8 - Fire Apparatus Questions

* Only applicants applying for funding related to a fire apparatus must complete this page.

Tab 9 - Vehicle Certification

* Only applicants applying for funding related to a vehicle purchase must complete this page.

Ensure you have entered something in every box this color.
All questions must be answered in order for the application to be considered complete.

Submit one (1) original of the Application and Resolution,
signed in BLUE,
and Supporting Documentation
to the following address:

OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
122 WEST 25th STREET
HERSCHLER BUILDING 1st FLOOR
CHEYENNE, WYOMING 82002

Mineral Royalty Grant Program
Checklist

Required Information for All Applications

- ☐ Application (Contact Info, Need General info, Project Questions, Project Narrative & General Financial info tabs of this application form plus this checklist must be completed and submitted).
- ☐ Standard resolution executed by the Governing Body authorizing the filing of the application. The resolution should include the amount of the grant being requested, name of project, the other matching funding sources.
- ☐ A WY Licensed engineer's statement of feasibility (not required for the purchase of emergency vehicles).
- ☐ A copy of the current capital improvement plan and fund documentation
- ☐ 3-Years of Audited Financial Information (Balance Sheet and Income Statement).
- ☐ A formal maintenance plan documenting how the project will be maintained, if available.
- ☐ Commitment letters from all funding sources, if applicable.

Additional Information Needed for Street and Roads Projects

- ☐ Completed Tab 5 - Road & Street Questionnaire

Additional Information Needed for Water Projects

- ☐ Completed Tab 6 - Water Questionnaire

Additional Information Needed for Sewer Projects

- ☐ Completed Tab 6 - Sewer Questionnaire

Additional Information Needed for Fire Apparatus Projects

- ☐ Completed Tab 7 & Tab 8- Fire Apparatus Questionnaire
- ☐ Vehicle replacement policy and fund documentation

Additional Information Needed for Vehicles Purchases

- ☐ Complete Tab 8 - Vehicle Replacement Certification
- ☐ Vehicle replacement policy and fund documentation

Additional Information for Special District Applying for MRG Funding

- ☐ Copy of County Commissioners resolution that shows formation of special district
- ☐ Copy of certification from the County Commissioners that the special district currently exists
- ☐ Written review from the County Commissioners
- ☐ Written review from City or Town (only if special district is within five (5) miles of incorporated limits)
- ☐ Resolution for assessments
- ☐ Letter from County Assessor verifying and showing the dollar amount the District is collecting for assessment

Additional Information for Joint Powers Boards Applying for MRG Funding

- ☐ Copy of certificate of organization filed with the Secretary of State
- ☐ Copy of executed joint powers agreement approved by the Attorney General
- ☐ Written review from the County Commissioners
- ☐ Written review from City or Town (only if Joint Powers Board is within five (5) miles of incorporated limits)

Ensure you have entered something in every box this color.
All questions must be answered in order for the application to be considered complete.

Submit one (1) original Application and Resolution, signed in BLUE, and Supporting Documentation
to the following address:

OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
HERSCHLER BUILDING 1st FLOOR EAST
122 WEST 25th STREET
CHEYENNE, WYOMING 82002

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE

Carbon County Fire Protection District

FOR THE PURPOSE OF:

Purchase of a Mobile Firefighter Training Facility to train firefighters to the National Fire Protection Association (NFPA) 1001 Standard for Firefighter Professional Qualifications.

(State Purpose of Project)

WITNESSETH

WHEREAS, the Governing Body for the Carbon County Fire Protection District desires to participate in the FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT program to assist in financing this project; and

WHEREAS, the Governing Body of the Carbon County Fire Protection District recognizes the need for the project; and

WHEREAS, the Federal Mineral Royalty Capital Construction Account Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the Carbon County Fire Protection District

plans to match the requested Federal Mineral Royalty Capital Construction Account Grant from the following source(s):

Carbon County Fire Protection District Apparatus Purchase Fund.

(Describe the Source and Status of All Matching Funds)

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE

Carbon County Fire Protection District

that a grant application in the amount of

\$155,500.00

(Amount being requested)

be submitted to the State Loan and Investment Board for consideration at the

2/20/2025 to assist in funding the

(Date of SLIB Meeting)

Purchase of Mobile Firefighter Training Facility.

(Name of Project)

BE IT FURTHER RESOLVED, that

John R. Rutherford District Chief

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the

Carbon County Fire Protection District

to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

20TH

(Date)

day of

February

2025

(Month)

(Year)

Attest:

(Signature)

Kaitlin Reed Administrative Assistant

(Name and Title)

(Signature)

John Rutherford Carbon County Fire Protection Dist. Chief

(Name and Title)

Contact Info

Applicant: Carbon County Fire Protection District

Name of Project Firefighter Training Trailer

Mailing Address	812 E. Murray ST. Suite C			
City	Rawlins	State	WYOMING	
E-Mail Address	jrutherford@carbonwypd.com		Zip	82301
Tax ID #:	92-1648001	Phone #	307-328-5214	
		Entity Type	Special District	

Contact Person	John Rutherford				
	Name and Title				
Address	812 E. Murray ST. Suite C				
City	Rawlins	State	WYOMING	Zip	82301
E-Mail Address	jrutherford@carbonwypd.com		Phone #	307-320-7964	

Engineer Contact					
Address					
City		State	WYOMING	Zip	
E-Mail Address			Phone #		

Other Contact	Kaitlin Reed				
	Name and Title				
Address	812 E. Murray ST. Suite C				
City	Rawlins	State	WYOMING	Zip	82301
E-Mail Address	assistant@carbonwypd.com		Phone #	307-328-5214	

State of Wyoming

State Loan and Investment Board

Mineral Royalty Grant Program

Applicant

Carbon County Fire Protection District

Entity Type

Special District

Name of Project

Firefighter Training Trailer

Project Priority

1

 of

1

Brief project description limited to 50 words or less.

The fire district desires to purchase a mobile firefighter training trailer. Carbon County has 10 municipalities with one training facility located in Rawlins. A mobile training facility would enable the training to be delivered to not only the district fire stations but to neighboring municipal stations to train firefighters. The mobile facility is capable of allowing firefighters to physically conduct most of the job performance requirements, including live fire training, as outlined in the State of Wyoming certification process for Firefighter I and Firefighter II. Most communities in Carbon County are small. When firefighters travel to Rawlins for training, it leaves the small communities unprotected. With a mobile training facility, the training goes to them in their own community. Fire training is importantat for not only firefighter safety, but the public we serve.

Is this an Emergency?

Yes

No

X

Amount of Funding Requesting

\$155,500

NOTE: This amount must match the amount on the submitted resolution

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source Description	Amount	Status*		Amount Expended	Funding%
		Pending	Approved		
District Apparatus Purchasing Fund	\$155,500		155,500	\$0	50.00%
					0.00%
					0.00%
					0.00%
Total Other Funding	\$155,500			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

\$311,000

Auto Calculated
(Amount Requested plus Total Other Funding)

Balance of Project Incomplete:

\$

311,000

Auto Calculated
(Estimated Project Costs less Amount Expended)

Estimated Reimbursement Rate:

50%

(Final Reimbursement Rate is Determined by Board Approved Amount)

Auto Calculated
(Amount Requested/Estimated Project Costs)

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the State may review any relevant documents or instruments relating to the analysis

Signature

Date

Name and Title (typed)

John R. Rutherford District Fire Chief

Project Questions

Item 14)

Applicant:

Carbon County Fire Protection District

Name of Project	Firefighter Training Trailer	
Population	14,537	
Percentage of population directly served by the project	Directly 1%	Indirectly 99%

1. Requesting funding for a Water Project?
If yes, complete the Water/Sewer Questionnaire.

Yes

No

X

2. Requesting funding for a Sewer Project?
If yes, complete the Water/Sewer Questionnaire.

Yes

No

X

3. Requesting funding for a Street and/or Road Project?
If yes, complete the Street Questionnaire.

Yes

No

X

4. Requesting funding for a Fire Apparatus?
If yes, complete Fire Apparatus Questionnaire.

Yes

No

X

5. Requesting funding to purchase a Vehicle?
If yes, complete Vehicle Replacement Certification Form.

Yes

No

X

6. Do or will you own the asset for which funding is being requested?

Yes

No

X

7. Do you have an asset management plan? If yes, please provide a copy.

Yes

No

X

8. Do you have a maintenance plan for the project asset for which funding is requested?
If yes, please provide a copy of the current plan.

Yes

No

X

9. Do you have an Administrative Order? (If yes, provide copy of the Administrative Order)

Yes

No

X

10. Is project needed to meet federal or state health and/or safety requirement?
If yes, provide specific health or safety requirement project will address.
National Fire Protection Association Standard 1001 (Standard for Firefighter Professional Qualifications). State of Wyoming Firefighters Voluntary Certification Program.

Yes

No

X

11. If only partial funding is possible, would that be beneficial to your project?
If yes, detail the minimum amount needed and why this amount would be beneficial.
The district would take partial funding and work to acquire the remaining balance if it was impossible to cover the balance from district monies.

Yes

No

X

12. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?
The fire protection district generates funding through the allocated mill levy. The district has allocated money to an apparatus replacement fund reserve.

Yes

No

X

Yes	No
X	

13. Has a preliminary planning study, preliminary engineering report, feasibility study, technical study, planning, planning study, Wyoming Water Development Level I or II study been completed for the project?

14. How was it determined this project was needed?

Hands on Firefighter training has been difficult to obtain since the laws regarding aquired structures got more stringent from the DEQ air quality division. In years prior to the rule changes, fire departments would use an aquired structure for live fire training. With the new rules, the structure must have abatment of asbestos, wiring, and asphalt roofing materials. Generally speaking, most fire departments do not have the means to accomplish the requirements to train in aquired structures. Awareness of toxins in smoke prohibit burning aquired structures in areas with downwind exposures. Mobile training facilities allow placement to remove downwind exposures and only burn propane or class A combustibles removing most toxins from the smoke. Firefighters of Carbon County have expressed the frustration of traveling to Rawlins for training. Volunteers train at night and weekends. Training at night makes getting home late depending on the travel distance.

Yes	No
	X

15. Is an Environmental Review necessary for the project?

Yes	No
	X

a. Has it been completed?
If yes, what potential issues need to be addressed?

16. Is the project for deferred maintenance, preventative maintenance or is the project solving a problem already realized by the community?

The project is realized by several departments in the community. The number of certified structural firefighters in our smaller communities is low compared to firefighters living close to Rawlins where the hands on training is more readily available.

17. Please describe any other funding sources applied for to fund this project but were denied, if applicable.

No other funding sources have been applied for. The district is behind on apparatus replacement as Carbon County could not provide enough funding to adequately purchase new equipment. Since the district has taken over the service in Carbon County, they have or are committed to purchase a new mechanics vehicle, a pickup for the firefighters and staff to drive for training and other activities, two cab and chassis to re-power 2 brush trucks, and two new type 6 engines.

Project Narrative Questions

Applicant:

Carbon County Fire Protection District

Name of Project

Firefighter Training Trailer

1. Provide a detailed description of the entire project including all activities regardless of funding source.

Purchase a factory built firefighter training mobile trailer. This training facility is set up to provide a safety officer controlled live fire environment to provide protection for the firefighter students. Live fire activities can be halted by a safety officer from the facility control room. Certify instructors for live fire evolutions and deliver training as per NFPA standard and State of Wyoming certification rules to fulfill requirements to be certified as structural firefighters.

2. Describe how the project will contribute to the health, safety and welfare of the citizens in your community.

The fire district recognizes the need for adequate, accessible fire training in its response area. The logistical problem is Carbon County has 10 municipalities and asking firefighters to travel on nights and weekends to attend training has not been successful. By delivering the training directly to the district and municipal stations, not only does training provide firefighter safety, it provides skill for proficient rescue and suppression techniques during response to emergencies. This has a direct correlation to structure fire rescue and suppression to the citizens we serve and protect.

3. Describe how the project will protect citizens from hazards that may result if the project is not done?

The County Fire Department and the Fire Protection District have tried to provide the best training possible to its firefighters. 95% of the firefighters in Carbon County are volunteers with responsibilities and families. Unfortunately attendance and certification of firefighters has not been as successful as we desire. This has produced willing firefighters that do respond to fires without adequate training. A poorly trained firefighter is a danger to themselves, their fellow firefighters, and the the public they serve.

4. Describe your financial need in relation to the project. Explain how the project will be carried out if multiple funding sources are utilized.

The fire district has an apparatus replacement fund. We estimated the cost to purchase a mobile training unit compared to our budget and came up short. The district is in the process of re-powering two brush engines, and purchasing two new brush engines. The district has also employed two full time career firefighters. With all of the expenditures the district has experience since its formation in 2022, the board feels that waiting to implement a fully compliant firefighter training program is counterproductive and poses safety issues to the firefighters and the public. The district can wait to replenish the apparatus replacement fund, but projections of tax cuts through property tax relief does not show promise. The district is already behind the curve with outdated non-NFPA compliant apparatus that needs replaced.

5. Provide a detailed breakdown of the project costs. Provide a WY Licensed Engineer's cost estimate allocating no more than 10% for construction contingency, engineering services for design at no more than 10% of construction budget, and construction management at no more than 10% of the construction budget. The submitted cost estimate needs to have been prepared within the last 12 months.

Activity Costs:	
Administration	
Legal	
Land Acquisition	
Engineering Costs by Service	
Basic Services	
Resident Project Representative Services	
Additional Services**	
Construction	
Contingency	
Total Project Costs	\$ -

Auto Calculates

* Please also attach a more detailed cost estimate from the WY Licensed Engineer.

** Please provide a description of the "Additional Engineering Services" to be provided.

This is a factory produced mobile training facility. It is engineered by the company that builds it. We did not specify a custom built mobile training trailer.

6. Provide estimated project schedule

Design	Date
Completed	
Bid	7/1/2025
Start Construction	8/1/2025
End Construction	9/1/2025

7. Provide estimated grant draw down schedule

Time Frame	Amount
Purchase trailer when completed.	\$ 155,500
Total Draws	\$ 155,500

Provide a maps of the project location and service area:

- a. County or municipal road or street map identifying the project area**
- b. Map showing location, size or capacity of existing infrastructure**
- c. Map Showing location, size of proposed improvements**

General Financial Questions

Applicant: Carbon County Fire Protection District

Name of Project: Firefighter Training Trailer

Date Prepared: 2/4/2025

Prepared By: John R. Rutherford
(Name and Title)

1. Assessed Valuation, this Fiscal Year (FY) \$ 533,304

2. Total Mills levied by the Entity, this FY 3 Mills

3. Provide information on the capital improvement plan and budget
The district has written and adopted an Apparatus Placement/Replacement and Amortization plan. This plan outlines the life expectancy of different types of fire equipment and how much the district needs to put in their apparatus replacement fund. The district has put the expected expenditure amount in the replacement fund. The plan includes the anticipated interest from the account and provides for a 3.5 - 4% yearly increase to provide for manufacturers inflation.

4. What is number of the total mill levied on real property in the Entity's jurisdiction?
\$1,599,912.00

5. What is the Entity's Total bonded and non-bonded indebtedness (including principal balance, interest rate, and remaining term?)

The Fire District has has a note to Carbon County for the purchase of an office building. \$400,000 down and 3% annual interest on remainder. Payments of \$100,000 in May of 2025 and 2026, then \$200,000 balance plus interest due in May of 2027.

Please provide the following information for the past three FYs

Total Investments		
Year	Amount	
6/30/		
6/30/	2024	\$450,000.00
6/30/	2025	\$700,000.00

Total Cash Balances		
Year	Amount	
6/30/	2023	\$38,690.18
6/30/	2024	\$1,738,356.86
6/30/	2025	\$2,551,140.16

7. What is the Sales and Use Tax levied in the County in which the project is located?

Year	Amount Levied	\$ Amount
6/30/		
6/30/		
6/30/		

8. Please provide the following information related to reserve accounts.

Water Reserve Account		
Year	Amount	
6/30/		
6/30/		
6/30/		

Sewer Reserve Account		
Year	Amount	
6/30/		
6/30/		
6/30/		

General Fund Reserve		
Year	Amount	
6/30/	2025	\$1,400,000.00
6/30/		
6/30/		

Other		
Year	Amount	
6/30/	2025	\$400,00.00
6/30/		
6/30/		

Road & Street Questionnaire

Applicant: Carbon County Fire Protection District

Name of Project Firefighter Training Trailer

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

1. Is an Environmental Review necessary for the project?
- a. If Yes, what potential issues need to be addressed.

2. Has a preliminary study, or planning study, preliminary engineering report, feasibility study, technical study, or planning study been completed for the project?

If Yes, please provide a copy of these documents or a link to documents.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

3. Are there existing water and sewer lines?

- a. If yes, explain what is the current condition of the water and sewer lines? When were they last replaced?

- b. If no, is the installation of water and sewer lines a part of the project plans? If not part of the project, why?

4. Briefly describe the number and types of drainage facilities such as culverts, storm sewer or sanitary sewer including the number of barrels, size, length, culvert type and outlet protection.

If a structure is part of this project, briefly describe below the structures in this project including back to back abutment length, structure roadway width, total structure width, and structure type, including material of construction.

--	--

6. If a retaining wall is part of this project, provide a summary of the project item including height, length, width, type of wall, and material of construction.

--	--

7. Briefly describe all miscellaneous items including mobilization, bonding, traffic control, seeding and reclamation items.

--	--

8. Provide the following requested information involving right of way and utilities:

A. Is there any involvement with existing right of way or utilities?

Yes	No

B. Will additional right of way or easements be necessary for this project? If so, provide a summary of what is needed, costs and status.

Yes	No

--	--

C. Is the existing right of way under public domain?

Yes	No
<input type="text"/>	<input type="text"/>

D. If the existing right of way is under the public domain, was it legally taken into a public road system? (Documentation of this action may be requested)

Yes	No
<input type="text"/>	<input type="text"/>

E. Is there any utility relocation involved with this project?

Yes	No
<input type="text"/>	<input type="text"/>

Provide a typical cross section(s) showing thickness, pavement widths, roadway lengths and surfacing materials with your application.

Water Questionnaire

Applicant: Carbon County Fire Protection District

Name of Project Firefighter Training Trailer

This form is to be completed by applicants who are funding for a water project. Applicants are to submit this questionnaire as part of your application for Mineral Royalty Grant funds. Please complete the following items to the best of your ability. (Attach additional pages if needed, must be legal size)

WATER FACILITY PROJECTS

1. Will the Applicant require the owners of all new additions of land to the city or town to pay all costs of expanding the water system within and to the boundaries of the addition?

Yes	No
-----	----

2. Are water rates, tap fees, and plant investments fees in effect or are they to be adopted?

Yes	No
-----	----

a. Provide copies of the current water rates, tap fees, etc. for the system.

3. Have water meters been installed or will be installed?

Yes	No
-----	----

a. Are billings based off of individual household meter? If not, please explain.

Yes	No
-----	----

b. Has a preliminary planning study, preliminary engineering report, feasibility study, technical study, or planning study been completed for the project?
Please provide a copy of these documents or a link to the documents.

Yes	No
-----	----

c. For well projects, please provide a summary addressing the following: new well or well rehabilitation, well type, well depth, proposed aquifer, well permitting status, location, water rights status and easements.

4. Tap Fee for 3/4" Tap:

5. Rate per 1,000 gallons if metered:

6. Monthly Minimum if not metered:

7. Has an analysis of the water rates been completed to ensure the rates will be adequate to finance the operation and maintenance of the system?

Yes	No
-----	----

If Yes, attach a copy of the analysis to this application.

If No, provide an explanation below.

Sewer Questionnaire

Applicant: Carbon County Fire Protection District

Name of Project Firefighter Training Trailer

This form is to be completed by applicants who are funding for a sewer project. Applicants are to submit this questionnaire as part of your application for Mineral Royalty Grant funds. Please complete the following items to the best of your ability. (Attach additional pages if needed, must be legal size)

SEWER RELATED PROJECTS

1. Will the Applicant require the owners of all new additions of land to the city or town to pay all costs of expanding the sewer system within and to the boundaries of the addition?

Yes

No

2. Are sewer rates, tap fees, and plant investments fees in effect or are they to be adopted?

Yes

No

a. Provide copies of the current water rates, tap fees, plant fees, etc. for the system.

Yes

No

3. Have water meters been installed or will be installed?

Yes

No

a. Are billings based off of individual household meter? If not, please explain.

Yes

No

4. Rate per 1,000 gallons if metered:

5. Monthly Minimum if not metered:

6. Has an analysis of the sewer rates been completed to ensure the rates will be adequate to finance the operation and maintenance of the system?

Yes

No

If Yes, attach a copy of the analysis to this application.

If No, provide an explanation below.

48

Item 14)

Mineral Royalty Grant Program
Water and Sewer Questionnaire

Fire Apparatus Questionnaire

Applicant: Carbon County Fire Protection District

Name of Project

Firefighter Training Trailer

The Forestry Division through the Fire Advisory Board has appointed a committee to review applications requesting funding for fire apparatus. The committee has developed the following questionnaire to assist them in reviewing applications.

Although much of the information is already contained in the application, the committee has requested that a supplement to the application be prepared, which provides the answers to the questions in the order they are presented:

1 a. Number of full time paid positions

Number of paid volunteers	6
Total number of volunteer	70

b. Number of members

76

c. Number of fire stations

5

d. Describe the number and type of apparatus currently in use.

59 total pieces of district apparatus. 14 support vehicles, 38 Suppression vehicles, 4 rescue vehicles, 3 mobile pump trailers and one hazardous materials trailers.

2 Population served

14537

3 Detail area served in square miles.

7964 Square Miles

4 Describe the community and area served.

All unincorporated lands in Carbon County.

5 Describe the type of water sources available.

The district does not have a water system. Suppression water is accessed from municipal water systems or static water sources available in the area of a fire that is accessible.

6 Is apparatus applying for a replacement or addition?

If it is a replacement, what are the plans for the unit being replaced?

Please detail the year, make, model, miles, hours, pump GPM, tank capacity, problems with unit being replaced?

N/A

Addition

7 Please provide a complete description of proposed apparatus.

a. Pump GPM

N/A

b. Tank Capacity

N/A

c. Primary intended use?

Structural	XX
Wildfire	
Rescue	

8 Does it meet NFPA Standards? If not, why.

N/A

9 How many fires did the department requesting the apparatus respond to in the previous calendar year? How many of these responses were reported to the Fire Marshal's office on a WIFRS?

200 Fire calls in 2024. All of these fires have been entered and reported to the State.

10 a. Please provide a copy of the current equipment/vehicle replacement plan or policy.

b. Provide information on the equipment/vehicle replacement fund.

The district has adopted an apparatus amortization and replacement plan. NFPA, Manufacturers recommendations, and industry standards were consulted during the process of producing the document.

Vehicle Replacement Certification

Applicant: _____ **Carbon County Fire Protection District**

The Grantee shall provide a certified written statement outlining the replacement schedule for the vehicle(s) being funded by the State Loan and Investment Board and a plan for replacement of the vehicle(s). The Grantee shall detail its future replacement plan for the vehicle(s) being funded by this grant and specify if it intends to seek any funds under the control of the State Loan and Investment Board to fund such replacement in the future.







You may start on this sheet of paper and add additional pages as needed.
Please give as much detail as possible

The future of the districts training needs is unknown. As the district grows it may rely more on paid staff and adopt a fire academy training policy. This training trailer has replaceable modules and can be updated as necessary. It is not anticipated to wear the mobile training facility out or for it to reach an end of life as it is a repairable and updateable piece of equipment.

Town of Saratoga
Purchase Requisition (P-Req) -- Authorization for One-Time Purchase of Goods and/or Services Exceeding Department Head Limit

Date of Request	Requested By	Department	* P-Req No	Comments
04/08/2025	JW Moore	SPD	040825-SPD-01	Verkada/Pine Cove Entry system pd

	Vendor Name and Number Or Complete Vendor Address (if new vendor)	X=Pre-auth or Invoice #	Item or Service Department, Purpose and Project Info	Qty	Unit Cost	Extended Total Cost	GL Code
1	Pine Cove Consulting		Verkada CD43 Indoor Dome Camera	1	759.24	759.24	10-421-225
2	Pine Cove Consulting		Verkada 5 year Camer License	1	683.24	683.24	10-421-225
3	Pine Cove Consulting		Verkada TD63 Video Intercom Keypad	1	1519.24	1519.24	10-421-225
4	Pine Cove Consulting		Verkada 5 year Intercom License	1	949.24	949.24	10-421-225
5	Pine Cove Consulting		Installation and Configuration	1	2843.75	2843.75	10-421-225
	Shipping, handling and other costs			1	382.50	382.50	10-421-225
				Total	7137.27		

Purchase Authorized By				Signature		Date
Title	Signature	Date	Title	Signature		Date
Mayor Chuck Davis		4/8/25	Council Member Jerry Fluty			4/8/25
Council Member Mike Cooley		4/8/25	Council Member Bub Barkhurst			4/8/25
Council Member Cory Oxford		4/8/25	Department Head			4/8/25

Instructions:

- P-Req can be used to document approval-to-purchase for 5 separate purchases.
- Fill out form in black or blue ink.
- Purchase Requisition Number is only required for remote/email authorization, otherwise it is not required. The number is assigned by Department Head using: date-dept-P-Req #. (Example: 09122022-REC-1).
- For remote authorization, attach entire email thread from Council Member's email address stating approval of the purchase, P-Req#, amount, and vendor name if known. Insert "Email" on signature line.
- Submit signed Purchase Requisition form (with vendor quote(s) and invoices if available) to Treasurer and Clerk at least 4 business days prior to Town Council meeting (must be included on the meeting agenda).
- Form will be signed by Council Members after the council meeting and routed to Accounts Payable.

+1 800-432-0346 | www.pinecc.com | sales@pinecc.com



pine:cove
 CONSULTING

**Trusted IT Solutions
 Since 1993**

**CYBERSECURITY | NETWORKING | COMMUNICATION
 | PHYSICAL SECURITY | MANAGED SERVICES | STUDENT SAFETY |**

We have prepared a quote for you:

Verkada - Police Dept

Quote # 010943
 Version 1


Prepared for:

Town of Saratoga

John Moore
jmoore@saratogawyo.org



Bill of Materials

Description		Price	Qty	Ext. Price
Verkada CD43 Indoor Dome Camera, 256GB, 30 Days Max		\$759.24	1	\$759.24
Verkada 5-Year Camera License, Capacity Increase		\$683.24	1	\$683.24
Verkada TD63 Video Intercom Keypad		\$1,519.24	1	\$1,519.24
Verkada 5-Year Intercom License, Capacity Increase		\$949.24	1	\$949.24
Shipping, Handling and Insurance - Overnight Shipping		\$382.50	1	\$382.50
Installation and Configuration		\$2,843.75	1	\$2,843.75
Subtotal:				\$7,137.21



Terms

Payment Terms

Product Invoicing

- Products will be invoiced upon shipment (Down payment may apply to new customers)
- Payment for products is due upon receipt of the invoice.

Professional Services Payment

- A deposit equal to 50% of the total service cost is required 30 days prior to the project start date, which is established upon signing the project agreement.
- The remaining balance is invoiced upon project completion, with payment due upon receipt.

General Terms

- **Late Payments:** Late payments may incur additional charges.
- **Dispute Resolution:** If you have any disputes regarding an invoice, please notify us within 10 days of receipt. The undisputed portion of the invoice is due.

By agreeing to these terms upon signing the project agreement, you affirm your commitment to adhere to the outlined payment schedule.

Flexible Negotiation: If the standard payment schedule does not meet your needs, we are open to discussing and negotiating alternative arrangements that benefit both parties.



Verkada - Police Dept

Prepared by:

Pine Cove Consulting

sales@pinecc.com
800-432-0346

Prepared for:

Town of Saratoga

110 E. Spring Ave
P.O. BOX 486
Saratoga, WY 82331
John Moore
(307) 326-8335
jmoore@saratogawyo.org

Quote Information:

Quote #: 010943

Version: 1

Delivery Date: 04/08/2025

Expiration Date: 05/06/2025

Quote Summary

Description	Amount
Bill of Materials	\$7,137.21

Total: \$7,137.21

This proposal shall not be used for the creation of RFP/RFQ documents, by the customer.

TERMS: Due on receipt of invoice.

Access to the customer portal for online payment is @ <https://pinecc.connectboosterportal.com>

Applicable fees and taxes not included.



Verkada - Police Dept

Quote Number: 010943 v1

Prepared For


Town of Saratoga
John Moore
110 E. Spring Ave P.O. BOX 486
Saratoga, WY 82331

✓ This quote has been approved.

Prepared By

Brandan Bassett
bbassett@pinecc.com

Your available options

	Quote Summary	Recurring	One-Time
	Bill of Materials Subtotal		\$7,137.21
	Subtotal		\$7,137.21
	Shipping		
	Total Amount		\$7,137.21



Click [Here](#) to download a PDF that contains all the details for your options. You can sign and fax us this document if you are not comfortable submitting your confirmation over the internet.

Order Confirmation

This proposal shall not be used for the creation of RFP/RFQ documents, by the customer.

TERMS: Due on receipt of invoice.

Access to the customer portal for online payment is @ <https://pinecc.connectboosterportal.com>

Applicable fees and taxes not included.



This page was created using Order Porter technology by Quosal LLC. © 2012 Quosal LLC

Handwritten signature
10-421-325

Kelsey Huntoon
Po Box 643
Saratoga, WY
82331
Kstyles07@gmail.com
April 14, 2025

Town of Saratoga Recreation Department
214 W Elm Ave
Saratoga, WY
82331

To Chuck Davis and Carter Edwards,

I am writing to notify you of my resignation from my position of Assistant Recreation Director. My last day will be Wednesday April 16, 2025. This has not been an easy decision for me.

I want to express my gratitude for the opportunity to try a new career path. I have grown as a person and as a community member. After careful consideration I have decided this job no longer serves me; it is not in my best interest to stay. I have decided to pursue new opportunities that align with my long-term career and personal goals. I am committed to ensuring a smooth transition.

Thank you for the trust you placed in me and the chance to learn some new things.

Sincerely,
Kelsey Huntoon

Platte Valley Heating & Air LLC
 PO BOX 84
 SARATOGA, WY 82331 US
 307-365-7758
 plattevalleyheating@outlook.com



Estimate

ADDRESS

TOWN OF SARATOGA
 110 E SPRING AVE
 SARATOGA, WY 82331

SHIP TO

HOT POOL EXHAUST SYSTEM

ESTIMATE # 1416

DATE 04/13/2025

ACTIVITY	RATE	QTY	AMOUNT
EQUIPMENT	1,200.00	1	1,200.00
EQUIPMENT, SIDE BLAST FAN			
DUCTWORK	300.00	1	300.00
DUCTWORK			
LABOR	105.00	6	630.00
LABOR			

REMOVE EXISTING SET UP. INSTALL NEW FAN SYSTEM IN
 ATTIC. USE EXISTING LOUVER, AND SET UP TO TURN ON THE
 FAN.

TOTAL

\$2,130.00

Accepted By

Accepted Date

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

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.

§ 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.

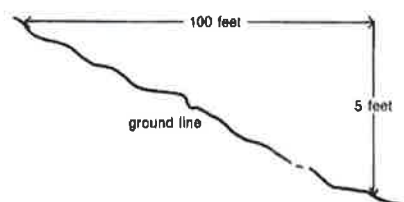


Figure 1. Diagram showing a 5% slope

§ 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.

Item 19)

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 than 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.

Item 19)

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 any 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.
10. Upon approval and withstanding any provisions of any development agreement. The Zoning Officer shall record the Final Signed Plat 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

one hundred feet therefrom, or of that directly opposite thereto, extending one hundred feet from the street frontage of such opposite land.

Item 19)

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.

- 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
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

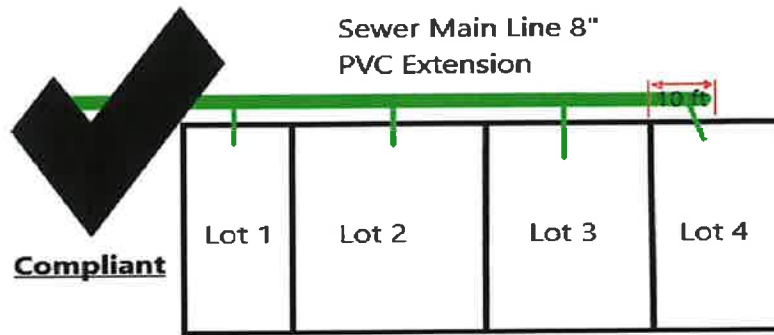


Figure 2. Diagram showing compliant main line extension

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.

Item 19)

- 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 19)

§ 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.

18- MARCH - 2025.

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.

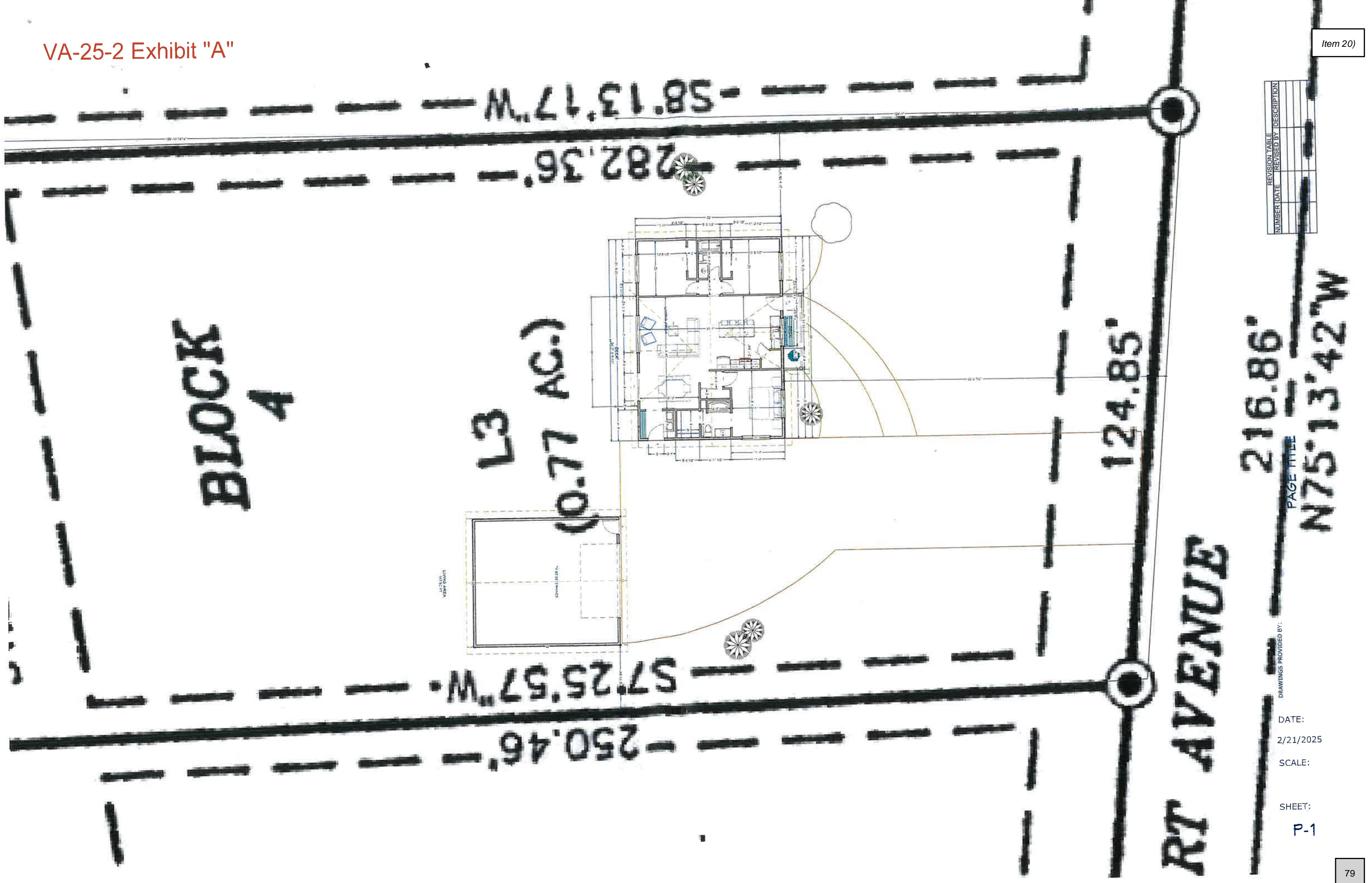
ATTEST:

APPROVED:

Jenn Anderson, Town Clerk

Chuck Davis, Mayor

(Stamp Town Seal Here)



REVISION TABLE	
NUMBER	DATE

PAGE TITLE

DRAWINGS PROVIDED BY:

DATE:
2/21/2025
SCALE:
SHEET:
P-1

TOWN OF SARATOGA

Item 20)

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

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley

Councilman Cory Oxford

Councilman Jerry Fluty

Councilman Bub Barkhurst

April 14, 2025

Variance Application VA-25-2

236 Airport Ave. (Thorn)

Councilors,

Please see the attached recommendation from the Planning Commission on the application from Tom and Shirley Thorn. The variance application was to allow the property owner to place the front of their detached garage even with the back of their house. The structure is compliant on every accessory building requirement, such as sq. footage, exists in the rear yard, setbacks etc. This would already be allowed on most lots in Town.

The conflict arises due to the Saratoga Zoning Code requiring that accessory buildings be on the rear half of the lot. With most lots in Saratoga this allows you to have an accessory building within proximity to your primary dwelling. The term rear yard and rear half seem to be used Synonymously in the zoning code, which for 90 percent of the lots in the area does not create an issue. In this instance with the larger lots it requires you to move your house much further back in order to maintain that close detached garage proximately as would normally be allowed on the majority of lots in Saratoga.

The planning commission settled their decision on that primary factor. That the code was most likely written for a standard sized lots in Town, and had this request existed on most lots in Town we would not be going through this process. Essentially that variance would allow the property owner to construct the same as the majority of lot owners in Saratoga. It's a verbiage predicament that will most likely be corrected in future ordinance amendments.

"I would recommend this variance be approved." I would also recommend we correct the verbiage conflict in the near future to eliminate the repeat of this issue with future lots. One in particular will be the royal springs lots off S. Veterans. These lots are 1300 feet long so essentially if you want to put a shed on your property it must be 650 feet of Veterans St.. If you put your put your house 200 feet off Veterans St. which would be a substantial amount, that means your shed is still going to be 125 yards from the back of your house. I don't believe that is the intention of the code.

Please let me know if you have any questions.



Emery Penner

Director of Public Works/Planning and Zoning Officer

TOWN OF SARATOGA

P.O. BOX 486

110 E. Spring Avenue

SARATOGA, WYOMING 82331

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley Councilman Cory Oxford

Councilman Jerry Fluty Councilman Bub Barkhurst

Recommendation

TOWN OF SARATOGA PLANNING AND ZONING COMMISSION

236 Airport Ave. Variance Request (Thorn)

In the Matter of:)	APPLICATION NUMBER VA-25-2
)	
Variance Application)	FINDINGS OF FACT
Property Owned by Tom and Shirley Thorn)	
Saratoga, Carbon County, Wyoming)	CONCLUSIONS OF LAW,
)	AND RECOMMENDATION

This Matter, came before the Town of Saratoga Planning and Zoning Commission for consideration on April 7, 2025. The Planning and Zoning Commission reviewed the variance application. They also reviewed the materials submitted and considered public testimony.

FINDINGS OF FACT

1. The Applicant is requesting that they be allowed to place a private garage in the front half of their lot/side yard, instead of being subject to placing the accessory building in the rear half of the lot. This requirement can be found in section 18.24.030.
2. Letters were sent to all property owners with 300 feet of the property prior to the hearing on February 21, 2025.
3. The Planning and Zoning Commission held a public hearing at 5:30pm on March 11, 2025 at their regular meeting concerning this application.
4. More than 50 percent of the property owners have given a signed approval of the variance.

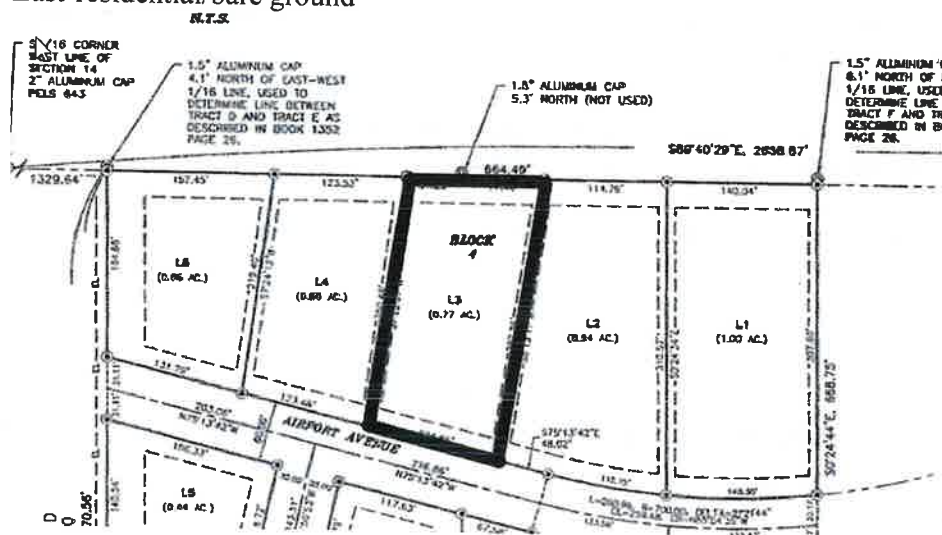
Property Owners List for Variance Application VA-25-2

Name	Address 1	Address 2	Signed and Approved
Cheri Weber	139 Airport Ave.	SARATOGA, WY 82331-1314	yes
Octagon Construction	Multiple adjacent bare lots	SARATOGA, WY 82331	yes
Randy Winters	240 Airport Ave	SARATOGA, WY 82331	yes

236 Airport Ave. Variance Application
Tom and Shirley Thorn
Recommendation



5. The public hearing was advertised on February 20th, 2025, in the Saratoga Sun. Legal # 9115
6. The Applicant is: Tom and Shirley Thorn (Agent: Octagon Construction)
236 Airport Ave.
7. Site plan attached page 4 (can provide larger digital copy)
8. The property owner is: Tom and Shirley Thorn
9. The location of the property is:
The property can generally be described as bare land at the most western end of Airport Avenue. The property is on the north side of Airport Avenue.
10. Legal description of the property is:
Lot 3 Block 4 Octagon Estates 3rd Addition Subdivision
11. The subject property is .77 acres
 - a. The lot is 125 feet wide and 283 feet long
12. The proposed property is currently zoned RD9000
13. The property is not in the floodplain
14. The property is not a wetland
15. The property is not a historical site
16. Surrounding uses are:
 - a. North-airport
 - b. West-Residential/bare ground
 - c. South-residential/bare ground
 - d. East-residential/bare ground



236 Airport Ave. Variance Application
Tom and Shirley Thorn
Recommendation



CONCLUSIONS OF LAW

The Planning and Zoning Commission reviewed the application with regard to Town of Saratoga Zoning Ordinance Title 17 and Title 18, The Town of Saratoga Master Plan, Wyoming State Code and based on the conditions required herein, makes the following conclusion on this variance application.

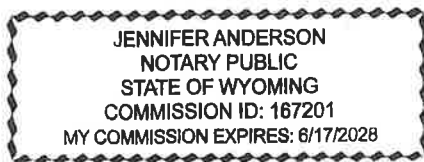
RECOMMENDATION

WHEREFORE, based upon Facts, Conclusions of Law, and Recommendation, (See attached minutes) the Town of Saratoga Planning and Zoning Commission hereby recommends Approval of APPLICATION NUMBER VA-25-2 for the variance of the property described heir in subject to the following conditions:

1. If approved "Construction of the detached garage be congruent to the site plan provided by Octagon Construction (attached hereto as Exhibit "A").

Melanie P. Date: 4/10/25
Planning and Zoning Commission Chairman

SUBSCRIBED AND SWORN to before me the day and year first above written.



Jennifer Anderson
Notary Public for Wyoming
Residing at Carbon County
Expires: 6/17/2028

236 Airport Ave. Variance Application
Tom and Shirley Thorn
Recommendation

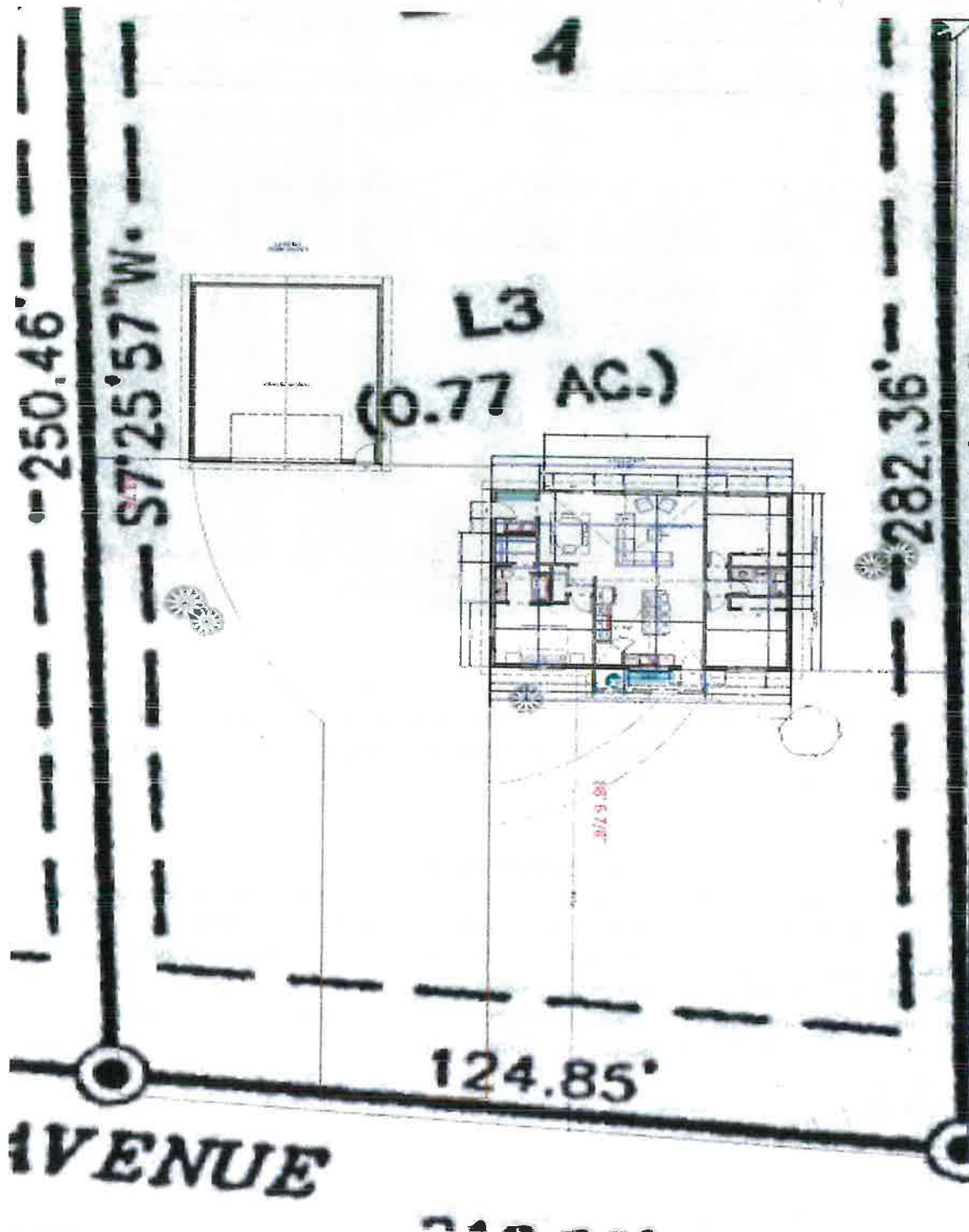


Exhibit "A" Snippet full exhibit is separate attachment.

The proposed garage would be detached and exist partially in the front half of the lot. F

236 Airport Ave. Variance Application
 Tom and Shirley Thorn
 Recommendation

TOWN OF SARATOGA

P.O. BOX 486

110 E. Spring Avenue

SARATOGA, WYOMING 82331

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley

Councilman Cory Oxford

Councilman Jerry Fluty

Councilman Bub Barkhurst

April 14, 2025

Variance Application VA-25-1

111 E. Saratoga Ave.

Councilors,

Please see the attached recommendation from the planning and zoning commission on the application from Cindy Wilson. The variance application was for a reduced front yard setback in order to construct a covered front porch.

The conversation between the planning members was quite extensive, In the end a motion was made to recommend the variance to council. The recommendation should have key points as to why the variance meets the applicable criteria, or the illicit supporting reasons as to why it was recommended. It seemed there was a possibility that there was some confusion during the motion/voting process and no supporting conversation really took place.

The variance does need to have a detailed reason as it supports why we allowed the easing of standards in relation to similar uses in other districts in the community. We have had willing citizens go to significant extents to comply with our zoning ordinances, sometimes this means adjusting the entire placement of a building before construction or readjusting their floor plan etc. these adjustments often cause an annoying change of design for the owner and sometimes even costs additional funds. It is important we have a proper foundation to justify why this variance was approved and why someone else was required to comply.

Without the illicit explanation from the Planning Commission, I would recommend sending this application back to the planning commission for a more thorough review and provide illicit reasons for the recommendation based on the criteria listed in 18.72.010.C. There is a Special Planning Meeting on April 23, 2025. Which this item could be placed on that agenda to ensure that this review happens in a timely manner. The Town Council would be able to then review this at the first meeting in May.

My Recommendation would be, "To send the variance back to the planning commission for a more thorough review."

Please let me know if you have any questions,



Emery Penner

Director of Public Works/Planning and Zoning Officer

Item 21)

TOWN OF SARATOGA

P.O. BOX 486

110 E. Spring Avenue

SARATOGA, WYOMING 82331

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley Councilman Cory Oxford

Councilman Jerry Fluty Councilman Bub Barkhurst

Recommendation

TOWN OF SARATOGA PLANNING AND ZONING COMMISSION

111 E. Saratoga Ave. Variance Request (Wilson)

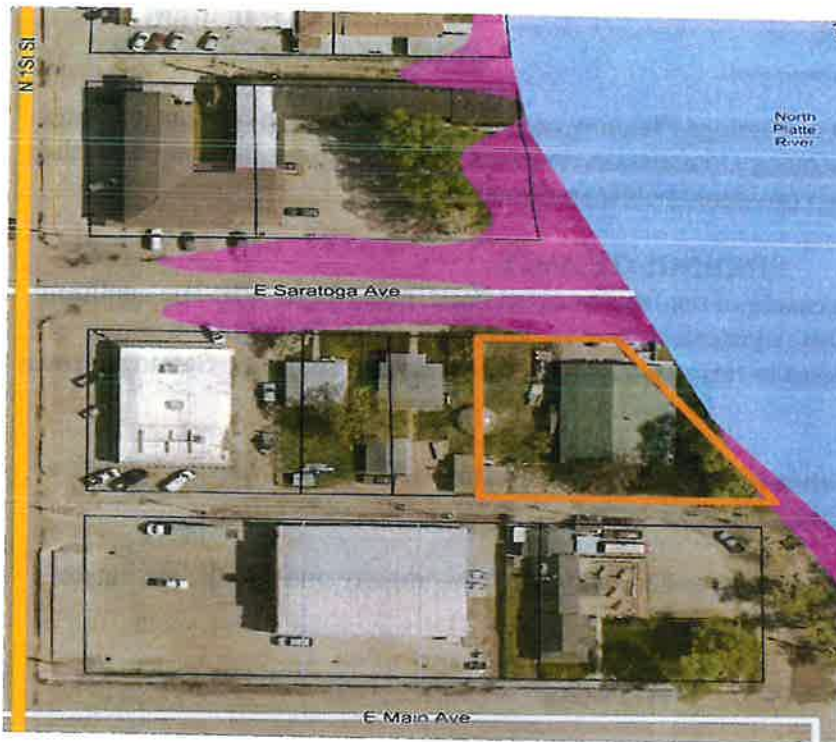
In the Matter of:)	APPLICATION NUMBER VA-25-1
)	
Variance Application)	FINDINGS OF FACT
Property Owned by Cindy Wilson)	
Saratoga, Carbon County, Wyoming)	CONCLUSIONS OF LAW,
)	AND RECOMMENDATION

This Matter, came before the Town of Saratoga Planning and Zoning Commission for consideration on April 7, 2025. The Planning and Zoning Commission reviewed the variance application. They also reviewed the materials submitted and considered public testimony.

FINDINGS OF FACT

1. The applicant is requesting a easing of the front yard set back from 20ft to 17ft. The applicant originally intended to meet this requirement but has since decided the design of the porch will not be satisfactory if constructed to this requirement. The variance is subject to Saratoga Town Code: 18.72.010.
2. The Planning and Zoning Commission held a public hearing at 5:30pm on March 11, 2025 at their regular meeting concerning this application.
3. Letters were sent to all property owners with 300 feet of the property prior to the hearing on February 20th, 2025.
4. More than 50 percent of the property owners have given a signed approval of the variance.
5. The public hearing was advertised on February 20th and 27th, 2025. Saratoga Sun, Legal #9114
6. The Applicant is: Cindy Wilson
111 E. Saratoga Ave.
Saratoga, WY 82331
7. Site Plan attached page 4.

8. The property owner is: Cindy Wilson
9. The location of the property is:
South of the Riviera Motel and abuts the North Platte River.
10. Legal description of the property is:
E 30' LOT 10 & ALL LOTS 11 & 12 BLK 6 Hugus & Chatterton First Addition.
11. The subject property is 13,000 sq. ft
12. The proposed property is currently zoned Retail Business.
 - a. Properties in retail business if being uses as residential must comply with residential requirements of RD6000. Section 18.72.010.
13. The property is not in the floodplain
14. The property is not a wetland
15. The property is not a historical site



16. Surrounding uses are:
 - a. North-Business
 - b. West-Residential
 - c. South-Business
 - d. East-River

Property Owners List for Variance Application VA-25-1

Name	Address 1	Address 2	Signed and Approved
303 NORTH 1ST STREET LLC	303 N 1ST ST	SARATOGA, WY 82331-1314	yes
BANK OF COMMERCE	211 N 1ST ST	SARATOGA, WY 82331	yes
BURAU DANIEL L AND MC CALL E	110 E MAIN AVE	SARATOGA, WY 82331-0646	yes
CARBON COUNTY SCHOOL DISTRICT #2	315 N 1ST	SARATOGA, WY 82331	yes
COMMUNITY FIRST NATIONAL BANK C/O BANK OF THE WEST	302 N 1ST ST	SARATOGA, WY 82331	
DELTA ENTERPRISE LEASING LLP	105 E MAIN AVE	SARATOGA, WY 82331-0399	yes
EPISCOPAL CHURCH C/O CRAIG AND JAIMEE BRIDGE	106 W MAIN ST	SARATOGA, WY 82331	
ERICKSON ROSEMARY A	111 N 1ST ST	SARATOGA, WY 82331	yes
FAMDOLSARATOGA LLC	108 E MAIN AVE	SARATOGA, WY 82331	
LUNDY PATRICK H	112 N RIVER ST	SARATOGA, WY 82331	
OLSEN JACQUELINE K AND	105 E SARATOGA AVE	SARATOGA, WY 82331	yes
ORDUNO THOMAS AND CASSIE	218 N 1ST ST	SARATOGA, WY 82331	yes
PATTERSON LORA L	115 E MAIN AVE	SARATOGA, WY 82331	yes
PERUE JOHN H TRUSTEE	107 E MAIN AVE	SARATOGA, WY 82331-1451	yes
SIERRA MADRE TROUT CLUB LLC C/O TALUS JEFF	115 N RIVER ST	SARATOGA, WY 82331-1711	
TEUBNER KRISTEN	107 E SARATOGA AVE	SARATOGA, WY 82331-1711	yes
WALTERS KENNETH R	116 N RIVER ST	SARATOGA, WY 82331-0037	yes
WEST CHARLES BRADLEY AND COLLEEN O FARRELL	105 E ROCHESTER AVE	SARATOGA, WY 82331-1321	
WILLIAMS ALAN D	101 E MAIN AVE	SARATOGA, WY 82331	yes

CONCLUSIONS OF LAW

The Planning and Zoning Commission reviewed the application with regard to Town of Saratoga Zoning Ordinance Title 17 and Title 18, The Town of Saratoga Master Plan, Wyoming State Code and based on the conditions required herein, makes the following conclusion on this variance application VA-25-1.

RECOMMENDATION

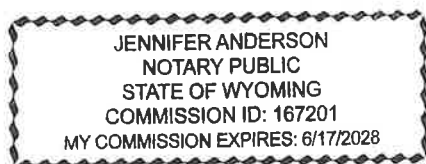
WHEREFORE, based upon Facts, Conclusions of Law, and Recommendation, (See attached minutes) the Town of Saratoga Planning and Zoning Commission hereby recommends Approval of APPLICATION NUMBER VA-25-1 for the variance of the property described heir in subject to the following conditions:

1. If approved "Construction of the porch be congruent to the site plan (attached hereto as Exhibit "A") page 4 of 4.

Melody Orr
Planning and Zoning Commission Chairman

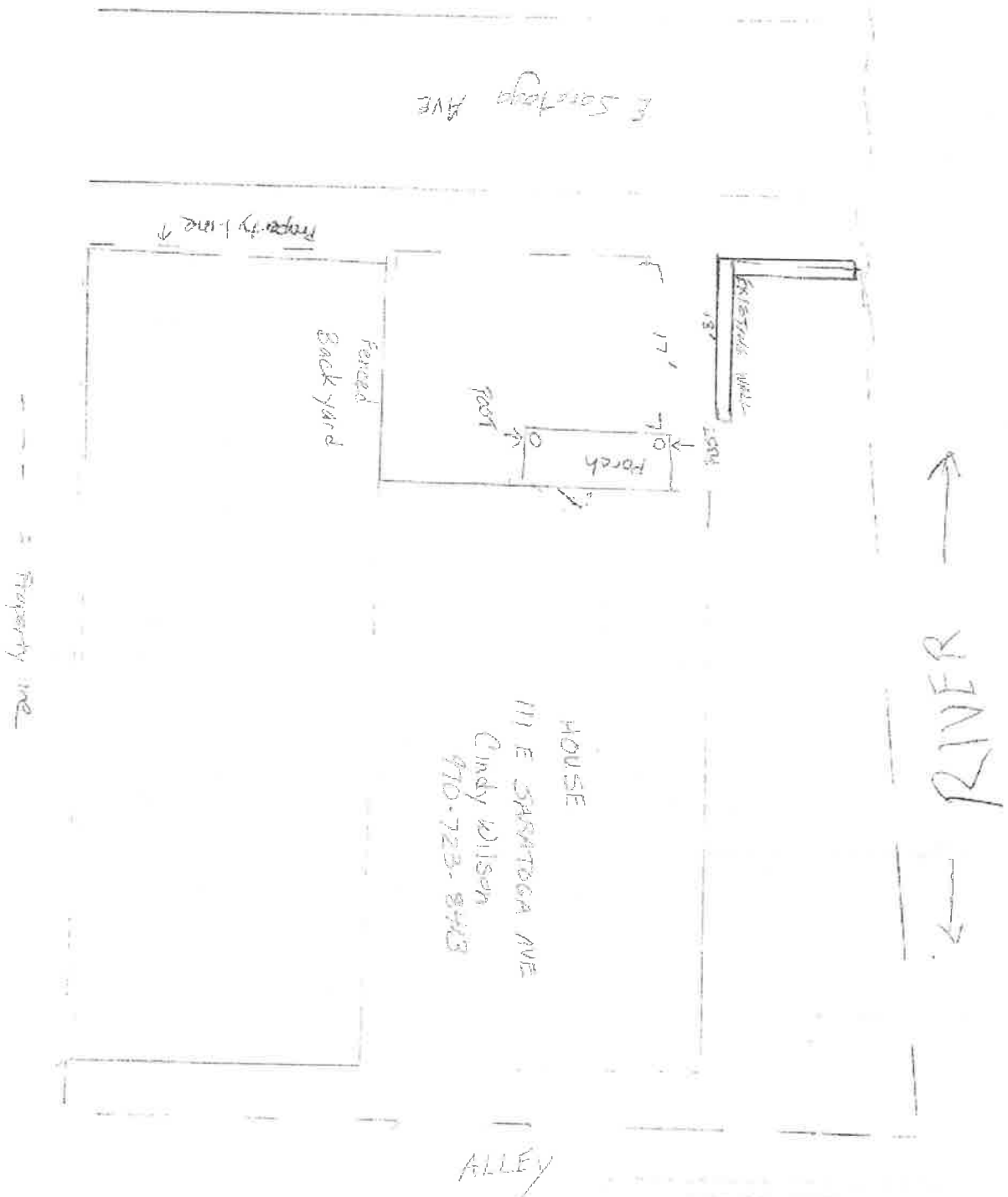
Date: 4/10/25

SUBSCRIBED AND SWORN to before me the day and year first above written.



Jennifer Anderson
Notary Public for Wyoming
Residing at Carbon County
Expires: 6/17/2028

EXHIBIT a VARIANCE APPLICATION VA-25-1



TOWN OF SARATOGA
ORDINANCE NO. 882

AN ORDINANCE AMENDING TITLE 15, CHAPTER 15.04,
SECTION 15.04.080 AS WELL AS TITLE 18, CHAPTER
18.72, SECTION 18.72.010.D OF THE TOWN OF
SARATOGA MUNICIPAL CODE CONCERNING
BUILDING PERMIT APPLICATION FEES AS WELL AS
PLANNING AND ZONING APPLICATION, AND PERMIT
FEES; AND TO PROVIDE AN EFFECTIVE DATE.

WHEREAS, The Town Council as well as 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 Council as well as the Mayor of the Town of Saratoga, finds it appropriate and necessary to amend the current planning and zoning fees to ensure application fees are covering the required costs, including but not limited to staff review time, postage, advertising and copies.

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

SECTION 1: That Title 15, Chapter 15.04, Section 15.04.080 “Permits-Application-Fee” shall be amended to read:

§ 15.04.080. Permits—Application—Fee.

- A. Every application for a building permit shall contain the following information:
1. Type of building to be constructed;
 2. Number of rooms in plan for such building;
 3. Type of materials to be used in such construction;
 4. Approximate total cost of building;
 5. Location, street and house number.
- B. Every application for a permit shall be filed with the town of Saratoga zoning officer together with such additional information as may be required by the zoning officer and shall be accompanied by the appropriate fee. The amount of said fee shall be determined in accordance with the International Building Code~~Uniform Building Code~~ and Saratoga Application Fee Table 1 and fee Table 2, as adopted by the town of Saratoga, except that no fee for a building permit shall be less than Forty Dollars ~~twenty-three dollars~~ and fifty cents. All permit fees shall be listed in the Saratoga Application Fee Table 1 or Fee Table 2, any fees not listed in the Saratoga Application fees Table 1 or Table 2 shall be 40 dollars~~twenty-five dollars~~. Permit and Application fees under Title 15 shall be adjusted from time to time as necessary and appropriate by the governing body ~~without resolution~~. The governing body may amend the fees under Title 15 by resolution.

Complex Permits (Saratoga Fee Table 1)

Permit	Cost
Subdivision	Greater of \$100 or \$10 per lot; \$1,000 maximum
Mobile Home Park	Greater of \$500 or \$25 per lot; \$1500.00 maximum
Recreational Vehicle Park	\$100 plus \$10 per lot
Condominiums	\$500 plus \$20.00 per lot
PUD	\$100 plus \$10 per lot
	\$500 plus \$20.00 per lot
	\$100 plus \$10 per unit; \$1,000 maximum
	Greater of \$500 or \$25 per unit; \$1500.00 maximum
	Greater of \$100 or \$10 per lot; \$1,000 maximum
	Greater of \$500 or \$25 per lot; \$1500.00 maximum

****INTENTIONALLY LEFT BLANK****

Simple Permits (Saratoga Fee Table 2)

Permit	Cost
Building Permits	International Building Code Fee Schedule adopted as amended.
Grading/Excavation	\$0
Fence only needed if outside parameters of 18.42.030	\$25
Sign new signs only	\$25 \$50.00
Solar Access	\$0
Zoning Annexation	\$50\$625.00
Zoning Amendments	\$100\$625.00
Special Use	\$25\$150.00
Variance	\$50 \$435.00
Electrical	\$0
Mechanical	\$40\$60.00
Business License	\$0
Building Moving	\$25\$60.00

C. Every application for a permit to move a building shall state the type and size of the building to be moved and the streets to be traversed, as well as the date and time that such moving shall occur.
(Prior code § 6-6; Ord. 607 § 1, 1996; Ord. 684, 2001; Ord. 846 § 1, 2018)

SECTION 2: That Title 18, Chapter 18.72, Section 18.72.010.D “Variances” shall be amended to read:

§ 18.72.010. Variances

D. A request for a variance shall be submitted in writing a minimum of thirty days prior to a regularly scheduled planning commission meeting. The request shall state the location of where the variance is proposed and the purpose for the variance. When a request for a variance is received, the zoning officer shall send letters to all property owners within a three hundred-foot radius of the proposed variance location, notifying them of the nature and scope of the proposed variance, and notifying them of the time and date of a public hearing to discuss the proposed variance.

At the public hearing, the property owner seeking the variance (the petitioner) will be present to answer any questions that the planning commission or property owners within the three hundred-foot radius may have.

After the public hearing, the petitioner shall complete an application which shall be accompanied by a petition signed by the owners of all property within a three hundred-foot radius of the perimeter of the property in question indicating, as to each owner, his or her approval or disapproval and indicating approval by a minimum of fifty percent of the owners of real property within a three hundred-foot radius of the perimeter of the property affected.

The application must be filed twenty-two days prior to the planning commission meeting. The applicant shall include a the applicable fee in the amount of fifty dollars- as established by the Town Council in accordance with section 15.04.080 to cover advertising and processing costs.

SECTION 3: CONFORMANCE

Upon adoption of this ordinance the Town Council shall take action to confirm the seat of existing members in order to comply with This ordinance.

SECTION 4: REPEALED

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

SECTION 5: METHODOLOGY

For purposes of clarifying the amending procedures all code sections are listed in full in the above sections. Additions to the original language are underlined and deletions are stricken through.

SECTION 6: 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 5: This ordinance shall be in full force and effect upon passage, approval, and publication.

PASSED ON FIRST READING on the__ day of April 2025.
PASSED ON SECOND READING on the__ day of May 2025.
PASSED, AND ADOPTED ON THIRD READING on the __ day of May 2025.

ATTEST:

Jenn Anderson, Town Clerk

APPROVED:

Chuck Davis, Mayor

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 18 day of MARCH, 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

