City of Riverton
Regular Council Meeting
Tuesday, October 7, 2025 at 7:00 pm

Riverton City Hall Council Chambers
816 N Federal Blvd.
Riverton, WY 82501

At 6:45 P.M. on Tuesday, October 7, 2025, the Finance Committee will meet in the City Hall Council Chambers to consider bills to be paid. This meeting is open to the public.

1) Call to order.
2) Pledge of Allegiance.
3) Invocation.
4) Roll call: Mayor: Tim Hancock
   Ward I: Kyle Larson, Karen E. Johnson
   Ward II: Karla Borders, Rebecca Pierson-Lewis
   Ward III: Mike Bailey, Eric P. Carr
5) Declaration of Quorum.
6) Approval of the Agenda.
7) Domestic Violence Awareness Month Proclamation.
8) Reports and Comments:
   - Council Committee Reports and Council Members' Roundtable.
   - City Administrator's Report.
   - Mayor's Comments.
9) Communication from the Floor – Citizens' Comments.
10) Consent Agenda:
    - Minutes of the September 16, 2025 Regular Council Meeting.
    - Minutes of the September 25, 2025 Council Work Session.
    - Minutes of the September 30, 2025 Special Council Meeting.
    - Minutes of the October 7, 2025 Finance Committee Meeting.
    - Finance Committee Recommendations from October 7, 2025.
    - Municipal Court Report for the month of September 2025.
11) Consideration of Riverview Road Cooperative Agreement: Fremont County.
12) Consideration of Bid: Police Department Technology Upgrade.
13) Southwest Lease Agreement.
14) State Homeland Security Grant Application.
15) Amending Event Application & Use of Public Space Form: Permitting After Hours Park Activities.
16) Resolution No. 1533 – Eastern Shoshone Business Park PUD Amendment.
17) Executive Session – If Needed.
18) Adjourn.

"Excellence in Service to the Rendezvous City"

Domestic Violence Awareness Month Proclamation

WHEREAS, domestic violence is a widespread issue that affects millions of individuals across all communities, regardless of age, race, gender, socioeconomic status, religion, or background; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) reports that 1 in 4 women and 1 in 7 men have experienced severe physical violence by an intimate partner in their lifetime; and

WHEREAS, children who witness domestic violence are at greater risk of experiencing long-term emotional, behavioral, and physical health issues; and

WHEREAS, domestic violence not only causes immediate harm to survivors but also has lasting impacts on families, communities, and our society as a whole; and

WHEREAS, organizations and advocates across the nation work tirelessly to support survivors, hold offenders accountable, and prevent future abuse through education, intervention, and advocacy; and

WHEREAS, Domestic Violence Awareness Month provides an opportunity to raise awareness, encourage community action, and strengthen the network of services and support available to those affected by abuse; and

WHEREAS, ending domestic violence requires the collective voice and power of individuals, families, institutions, and systems working together to promote healthy relationships, equality, and respect;

NOW, THEREFORE, I, Tim Hancock, Mayor of the City of Riverton, Wyoming, do hereby proclaim October 2025 as:

Domestic Violence Awareness Month

in Riverton, and I urge all residents to recognize the signs of abuse, speak out against domestic violence, support survivors, and help foster a community where everyone can live free from fear and harm.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Riverton to be affixed this 7th of October, 2025.

_____
Tim Hancock, Mayor

ATTEST:

_____
Mia Harris, Administrative Services Director

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held September 16, 2025
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 7:00 p.m. City Council Members present were Eric Carr, Rebecca Pierson-Lewis, Mike Bailey, Karla Borders, Kyle Larson, and Karen Johnson. Mayor Hancock led the Pledge of Allegiance, and Council Member Borders conducted the invocation.

Roll call was conducted. Mayor Hancock then declared a quorum of the council present.

City Staff present: City Administrator Kyle Butterfield, Administrative Services Director Mia Harris, Public Works Director Brendan Thoman, Police Lieutenant Heath Wharton, and Community Development Director Gary Michaud.

Approval of the Agenda – Council Member Borders moved, seconded by Council Member Johnson, to approve the agenda as presented. The motion passed unanimously.

Brunton International Day Proclamation – Mayor Hancock presented a proclamation declaring September 18, 2025, as Brunton International Day.

2025 Suicide Prevention Awareness Month Proclamation – Mayor Hancock presented a proclamation declaring September 2025 as Suicide Prevention Awareness Month.

Council Committee Reports & Council Members' Roundtable – Council Member Johnson reported attending the public prayer and community vigil, expressing gratitude to those who participated. Council Member Larson shared his attendance at the Fremont County Solid Waste Disposal District Board meeting. Council Member Borders also attended the public prayer and vigil, encouraging citizens to support similar events, and reported on the Paws & Pearls Banquet, while highlighting the upcoming Journey Through Time event. Council Member Bailey discussed his involvement with the Fix Our Roads Citizens Committee (FORCC) and a meeting with city staff regarding the airport self-serve fuel project. Council Member Pierson-Lewis expressed appreciation for Brunton International and noted her participation in meetings of the Fremont County School District #25 Recreation Board, Council Work Session, Youth Council, and the city employee appreciation movie. Council Member Carr also attended the city employee appreciation movie and the Planning Commission meeting.

City Administrator's Report – City Administrator Kyle Butterfield noted that there is no upcoming Planning Commission meeting. He outlined several forthcoming meetings, including those of the Airport Board, Council Work Sessions, the Wyoming Association of Municipalities (WAM) Region, and the Fremont County Association of Governments (FCAG) joint committee. Mr. Butterfield also provided an update on the Police Department's efforts to secure a Department of Homeland Security grant and ongoing discussions to improve the dispatch center. He then offered a brief legislative update. Public Works Director Brendan Thoman provided the Council with an update on current construction projects underway throughout the city.

Mayor's Comments – Mayor Hancock reported receiving several letters and a phone call concerning the Job Corps facility, the Gardens North neighborhood, and a medical emergency that occurred during the Riverton Rendezvous Balloon Rally. He also provided a brief update on the upcoming WAM Region meeting, which he plans to attend. Additionally, Mayor Hancock expressed his appreciation to the Police Department for their support during the recent public prayer and community vigil.

Communication from the Floor – Marta Mossburg with the Fremont County Library System Board expressed her personal concerns with safety at the Riverton Branch Library. Cindy Olsen-Roden provided an overview of upcoming events coordinated by the Riverton Chamber of Commerce & Visitor Center. Zeke Gaudern showed his appreciation to the two trustees who responded to his email regarding his public comment during last month's Council Meeting, and expressed his opposition and disappointment regarding investigative procedures after a recent break-in at his home. Rewa Gaudern showed her appreciation and gave recognition to Julie Buller for addressing weeds along the bike path on Riverview Road.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the September 2, 2025 Regular Council Meeting; Minutes of the September 9, 2025 Council Work Session; Minutes of the September 16, 2025 Finance Committee Meeting; Finance Committee Recommendations from September 16, 2025; claims to be paid in the amount of $602,001.94, Elan credit card in the amount of $7,745.03, payroll & liabilities for September 5, 2025 in the amount of $259,550.90, for a total of $869,297.87; Municipal Court Report for the month of August 2025; Eastern Shoshone Business Park Subdivision, Filing No. 3 Replat. Council Member Larson moved, seconded by Council Member Borders, to approve the consent agenda as presented. The motion passed unanimously, with Council Member Bailey abstaining from the Bailey Enterprises claim on the claims approval list.

Optional ½% Excise Tax Recipient Report: Shannon Watts Art & Design – Mayor Hancock gave the floor to Shannon and Julie Watts with Shannon Watts Art & Design. The Watts reported how awarded Optional ½% Excise Tax Funds benefited his business and the community.

Consideration of Bid: Riverview Road Reconstruction Project – Public Works Director Brendan Thoman reported on the Riverview Road Reconstruction Project. Council Member Bailey moved, seconded by Council Member Borders, to concur with Fremont County on the bid award for the Riverview Road Reconstruction Project to Alexander Excavation, Inc. in the amount of $4,664,031.00. After discussion involving the council and city staff, the motion passed unanimously.

Lease Amendment: Cellular Inc. Network Corporation – City Administrator Kyle Butterfield reported on an amendment to a lease agreement between the City of Riverton and Cellular Inc. Network Corporation. Council Member Carr moved, seconded by Council Member Bailey, to approve an amendment to the lease agreement with Cellular Inc. Network Corporation d/b/a Verizon Wireless to include a limited first right of refusal clause. After discussion involving the council and city staff, the motion passed unanimously.

Marketing Agreement: Service Line Warranties of America – City Administrator Kyle Butterfield reported on a previously established marketing agreement with Service Line Warranties of America. After discussion involving the council, city staff, and public, Council Member Carr moved, seconded by Council Member Johnson, to provide a 90-day notice to terminate the marketing agreement with the City of Riverton. After discussion involving city staff and the council, the motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Carr moved, seconded by Council Member Borders, to adjourn the Regular Council meeting at 9:11 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

_____
Tim Hancock
Mayor

ATTEST:

_____
Mia Harris
Administrative Services Director

Publication Date:

RIVERTON CITY COUNCIL
Minutes of the
Work Session Meeting
Held September 25, 2025
6:00 PM

The work session meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 6:00 p.m. City Council Members present were Eric Carr, Rebecca Pierson-Lewis, Mike Bailey, and Karen Johnson. Council Member Carr led the Pledge of Allegiance, and Mayor Hancock conducted the invocation.

Council Member Bailey moved, seconded by Council Member Johnson, to excuse Council Members Borders and Larson from tonight's meeting.

Mayor Hancock then declared a quorum of the council present.

City Staff present: City Administrator Kyle Butterfield, Administrative Services Director Mia Harris, Public Works Director Brendan Thoman, Police Chief Eric Hurtado, and Community Development Director Gary Michaud.

Approval of the Agenda – Council Member Carr moved, seconded by Council Member Pierson-Lewis, for the approval of the agenda as presented. The motion passed unanimously.

Multi-Sport Facility Discussion – City Administrator Kyle Butterfield presented an overview of the feasibility study prepared by the consulting firm Ballard*King. His presentation summarized the study's findings, including projected construction and operational costs, as well as potential revenue sources. Following the presentation, Mr. Butterfield invited council members to engage in open dialogue. Each council member provided input regarding the City's role in constructing and operating a multi-sport facility, possible funding options, and strategies to support ongoing operations. By consensus, the Council agreed to establish a stakeholder committee to further research and evaluate available options and to present findings and recommendations to the Council for consideration. No formal action was taken.

Adjourn – There being no further business to come before the Council, Council Member Carr moved, seconded by Council Member Johnson, to adjourn the meeting. The motion passed unanimously. The work session meeting of the Riverton City Council adjourned at 7:19 p.m.

CITY OF RIVERTON, WYOMING

_____
Tim Hancock
Mayor

ATTEST:

_____
Mia Harris
Administrative Services Director

RIVERTON CITY COUNCIL
Minutes of the
Special Council Meeting
Held September 30, 2025
12:00 PM

The special meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 12:00 p.m. City Council Members present were Eric Carr, Rebecca Pierson-Lewis (telephonically), Karla Borders, and Karen Johnson (telephonically). Council Member Carr led the Pledge of Allegiance, and Mayor Hancock conducted the invocation.

Roll call was conducted. Council Member Borders moved, seconded by Council Member Carr, to excuse Council Members Mike Bailey and Kyle Larson from the meeting. Mayor Hancock declared a quorum of the council present.

City Staff present: City Administrator Kyle Butterfield, Administrative Services Director Mia Harris, and Deputy City Clerk Max Batista.

Approval of the Agenda – Council Member Carr moved, seconded by Council Member Borders, to approve the agenda as presented. The motion passed unanimously.

Public Hearing & Consideration: Fireworks Permit Application, Fremont County School District #25, October 3, 2025, October 17, 2025, October 24, 2025, October 31, 2025, and November 7, 2025 – Deputy City Clerk Max Batista reported on the Fireworks Permit Application from the Fremont County School District #25. Council Member Carr moved, seconded by Council Member Borders, to open the public hearing. The motion passed unanimously. After discussion involving the public and council, Council Member Carr moved, seconded by Council Member Borders, to close the public hearing. The motion passed unanimously. Council Member Carr moved, seconded by Council Member Borders, to approve the Fireworks Permit for the Fremont County School District #25 for October 3, 2025, October 17, 2025, October 24, 2025, October 31, 2025, and November 7, 2025. The motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Borders moved, seconded by Council Member Carr, to adjourn the Special Council meeting at 12:10 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

_____
Tim Hancock
Mayor

ATTEST:

_____
Mia Harris
Administrative Services Director

Publication Date:

RIVERTON MUNICIPAL COURT
REPORT

CASH RECEIPTING
AUGUST 29 THROUGH SEPTEMBER 25, 2025

TOTAL DOCKETS FOR SEPTEMBER 134									
	TOTAL	**ADMIN**			**CREDIT**				**TOTAL**
DATE	**RECVD**	**FEES**	**FINES**	**COSTS**	**CARD**	**BOND**	**VCF**	**REST**	**RECVD**
8/29-9/4/25	$ 4,219.00		$ 2,076.00	$ 70.00	$ 1,033.00	$ 710.00	$ 20.00	$ 310.00	$ 4,219.00
9/5-9/11/25	$ 3,576.50		$ 1,631.50	$ 50.00	$ 950.00	$ 725.00		$ 220.00	$ 3,576.50
9/12-9/18/25	$ 5,500.00	$ 2,065.00	$ 1,827.81	$ 50.00	$ 855.00	$ 700.00	$ -	$ 2.19	$ 5,500.00
9/19-9/25/25	$ 2,885.00		$ 1,183.00	$ 30.00	$ 1,497.00			$ 175.00	$ 2,885.00
							$ -		**$ -**
SUB TOTAL	**$ 16,180.50**	$ 2,065.00	$ 6,718.31	$ 200.00	$ 4,335.00	$ 2,135.00	$ 20.00	$ 707.19	**$16,180.50**
VCF	$ 125.00	$30 pd w/ cc 9/4; $75 pd w/ cc 9/18							
REST	$ 707.19								
BOND	$ 2,135.00								
OVER PAY									
BCK GRNDS									
E Shoshone	$ 110.00								
WRC	$ 240.00								
TOTAL	**$ 13,563.31**								
							JUDGE MCKEE		

CITY COUNCIL STAFF REPORT

TO: **His Honor the Mayor and Members of the City Council**

FROM: **Brendan Thoman, P.E., Public Works Director**

THROUGH: **Kyle J. Butterfield, City Administrator**

DATE: **October 7, 2025**

SUBJECT: **MOU with Fremont County for Construction – Riverview Road Reconstruction Project**

Recommendation: The City Council approve the Memorandum of Understanding (MOU) with Fremont County Government for the construction of Riverview Road Reconstruction Project.

Background: The Riverview Road Reconstruction project is a project shared with the Fremont County Government in order to replace a section of Riverview Road from Spire Drive to approximately Rein Road along with the replacement of water, sewer and storm drain utilities. The work will also include reconstruction of pathway, installation of sidewalk and roadway lighting from Spire Drive to Major Avenue.

The county commissioners have approved the bid award to Alexander Excavation, Inc. in the amount of $4,664,031. The city has provided concurrence and agreed to fund Schedule B in the amount of $467,844 solely from city apportioned 1% funds. Fremont County Government is the principle awarding entity. A current MOU is in place between the city and county to share costs for the project design. This cost was shared at a 50-50% split. This proposed MOU agreement would cover construction costs associated with the project.

Discussion: The proposed MOU splits costs from Schedule A of construction at 55% being covered by the City of Riverton. Work to remove and replace the roadway alone come to approximately 40% of the total Schedule A cost. The county has agreed per this MOU to cover an additional 5% of the cost, or 45% of the total cost of Schedule A. See the split out of city and county costs below:

	Bid Total	County	City
Schedule A	**$4,196,187.00**	**$1,888,284.15**	**$2,307,902.85**
Schedule B	**$467,844.00**		**$467,844.00**
Total	**$4,664,031.00**	**$1,888,284.15**	**$2,775,746.85**

Budget Impact: This project will be funded through the 1% Fix-Our-Road optional sales tax. The city portion of $2,775,756.85 is just over the amount that is generated from this fund in one year (Typical is $2.2M to $2.5M/year). The current amount in the account with only August revenue considered is $3,720,482. If current obligations are paid today, the account would be balanced at $2,551,513. This would finish out the 2025 construction season. This time next year without any further expenses other than the Riverview Road project would bring the account back to between $2.0M to $2.3M.

MEMORANDUM OF UNDERSTANDING
BETWEEN
FREMONT COUNTY GOVERNMENT
AND
CITY OF RIVERTON, WYOMING

1. **Parties.** This Memorandum of Understanding ("MOU") is made and entered into by and between the Fremont County Government ("County"), whose address is 450 North Second Street, Room 205, Lander, Wyoming 82520 and the City of Riverton ("City"), a Wyoming Municipality, whose address is 816 N. Federal Blvd., Riverton WY 82501.

2. **Purpose.** This MOU is to set forth the terms and conditions by which the County and City shall share the costs associated with the reconstruction of Riverview Road from the intersection with Spire Drive (east project start) to the intersection of Rein Road (west project end), the length of which is approximately 1.1 mile.

3. **Term of MOU.** This MOU shall commence upon the date last signed and executed by the duly authorized representatives of the parties to this MOU, and shall remain in full force and effect until terminated. This MOU may be terminated, without cause, by either party upon thirty, (30) days written notice except it may not be terminated after a project consultant has been selected, except for valid cause.

4. **Payment.** The County shall make any direct payments for all project work performed. Prior to December 31, 2026, the City shall reimburse the County for its portion of project work. Payments shall be made to the County Treasurer. The City's portion of the payment is defined as fifty-five percent (55%) of the total of Schedule A of the Construction cost for the project. The entirely of Schedule B will be paid for by the City.

5. **Responsibilities of FREMONT COUNTY.**

   The County agrees to:

   A. Provide contact and communications through Billy Meeks, Road and Bridge Superintendent.

   B. Assume the role of project Owner during the project in performing all administration and accounting. The County shall review and make any progress payments to a consultant (if selected) within 45 calendar days of receiving all required documentation, and assemble and submit reimbursement requests to the City.

   C. Conduct joint meetings with any Consultants and/or the City. The County shall consult with the City on all project-related issues to insure timely results within the budgeted scope.

6. **Responsibilities of the CITY OF RIVERTON.**

City agrees to:

A. Provide contact and communications through Brendan Thoman, City Engineer.

B. Conduct joint meetings with County representatives, provide information regarding utilities and other known infrastructure located within the Riverview Road and Major Avenue Corridor areas.

C. Promptly reimburse the County when requests for payment are submitted.

7. **General Provisions.**

A. Amendments. Any changes, modifications, revision or amendments to this MOU which are mutually agreed upon by the parties shall be incorporated by written instrument, executed and signed by all parties.

B. Applicable Law/Venue. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and the parties, and the venue shall be the Ninth Judicial District, Fremont County, Wyoming. The parties intend and agree that the County and the City do not waive governmental immunity by entering into this Contract, and specifically retain immunity and all defenses available to them pursuant to W.S. §1-39-104(a) and all other state law.

C. Assignment/Contract Not Used as Collateral. Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set forth in this Contract without the prior written consent of the other party. The City shall not use this Contract, or any portion thereof, for collateral for any financial obligation, without the prior written permission of the County.

D. Audit/Access to Records. Both parties to the MOU shall have access to any books, documents, papers, and records of the project which are pertinent to the MOU. Both parties to the MOU shall, immediately upon receiving written instruction from the other, provide to any independent auditor, accountant, or accounting firm, all books, documents, papers and records of the project which are pertinent to this MOU.

E. Availability of Funds. Each payment obligation of the parties to the MOU is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the work performed under this MOU, the contract may be terminated be either party at the end of the period for which the funds are available. Both parties shall notify the other at the earliest possible time that the project may be

affected by a shortage of funds. No penalty shall accrue to either party in the event this provision is exercised, and neither shall be obligated or liable for any future payments due or for any damages as a result of termination under this section.

F. **Entirety of Agreement.** This MOU, consisting of five (5) pages represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

G. **Force Majeure.** Neither party shall be liable for failure to perform under this MOU if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays. This provision shall not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party.

H. **Notices.** All notices arising out of, or from, the provisions of this MOU shall be in writing and given to parties at the addresses provided under the MOU, either by regular mail, facsimile, e-mail, or delivery in person.

I. **Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

J. **Governmental Immunity.** The County and City do not waive governmental immunity be entering into this MOU, and specifically retain all immunities and defenses available to them as a governmental entities pursuant to W.S. §1-39-101, *et seq.*, and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as waiver of governmental immunity. The parties agree that any ambiguity in this MOU shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

K. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The

parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

L. Time is of the Essence. Time is of the essence in all provisions of this MOU.

M. Titles Not Controlling. Titles of paragraphs are for reference only, and shall not be used to construe the language in the MOU.

N. Waiver. The waiver of any breach of any term or condition in the MOU shall not be deemed a waiver of any prior or subsequent breach.

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)

8. **Signatures.**

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

FREMONT COUNTY GOVERNMENT

Michael Jones Vice
~~Larry Allen~~, Chairman
Board of the Fremont County Commissioners

9/30/25
Date

ATTEST:

Julie A. Freese, Fremont County Clerk

FREMONT COUNTY COUNTY CLERK STATE OF WYOMING

9/30/25
Date

CITY OF RIVERTON, WYOMING

Tim Hancock, Mayor
City of Riverton

Date

CITY OF RIVERTON ATTORNEY: APPROVAL AS TO FORM

Rick Sollars, Attorney
Representing the City of Riverton

Date

FREMONT COUNTY ATTORNEY'S OFFICE: APPROVAL AS TO FORM

By: Nathan Maxon, County Attorney

9/30/25
Date

CITY COUNCIL STAFF REPORT

TO: **His Honor, the Mayor, and Members of the City Council**

FROM: **Eric Hurtado, Chief of Police**

THROUGH: **Kyle J. Butterfield, City Administrator**

DATE: **October 7, 2025**

SUBJECT: **Bid Consideration: RPD Technology 5-Year Upgrade Project**

Recommendation: The Riverton City Council approves the purchase of new police technology upgrades from Axon Enterprises, Inc. for $1,162,535.48

Background: In September of 2024, the Riverton Police Department evaluated the current condition of body-worn cameras and conducted an assessment of conducted energy devices, discovering a significant deficiency in the equipment. The current body-worn cameras were severely limited in their technological abilities and reliability; the time it took officers to label video footage was substantial, and the support was subpar. The current conducted energy devices were outdated (issued in 2013), and the manufacturer no longer provided support or repair for the model, as new models had been released since then.

During this evaluation, the Riverton Police Department also recognized the need for evidence management software to support the new body-worn cameras and conducted energy devices to store transmitted data, providing ease of evidence review and distribution. The Riverton Police Department also recognized the need for a drone to provide aerial oversight of active scenes, investigate motor vehicle collisions, and offer support during tactical operations. Cameras installed in police vehicles were also recognized as a need, as footage can provide significant insight and support while officers are responding to calls for service.

The Riverton City Council authorized the purchase of new police technology for use in the Riverton Police Department. The Riverton City Council budgeted funds in FY26 for the total capital project over a five-year period, which included the procurement of body-worn cameras (BWCs), vehicle cameras (FMCs, both forward-facing and back seat cameras installed in each vehicle), conducted energy devices (CEDs), a drone, virtual reality training equipment, and evidence management software. The project was budgeted at $1,045,792, with the plan that grants would fund two-thirds ($784,344), and the City of Riverton would match one-third ($261,448) of the entire cost.

Discussion: Wyoming State Statute requires that the purchase of any public improvement that exceeds a bid threshold of $75,000 (excluding vehicles) be bid competitively. The bid was advertised from September 13, 2025, to September 22, 2025, with the bid opening held on September 22, 2025, at 11:00 a.m. Bids were received from one company. Listed below are the responsive bidders:

VENDOR	TOTAL COST
Axon Enterprises Inc.	$1,162,535.48

The above listed bid is more completely detailed in the table below:

Schedule #1			
Item	**Quantity**	**Cost Per Unit**	**Total Cost**
BWC	33	$17,072.26	$563,384.71
FMC	20	$14,284.20	$285,684.00
DRONE	1	$0	$0
CED	31	$10,111.83	$313,466.77
		Total Bid Cost	**$1,162,535.48**

The above listed schedule includes the cost of virtual reality training for CED, evidence management software, and support services in the unit cost.

Staff proposes that the Riverton City Council award the bid to Axon Enterprises Inc. for $1,162,535.48.

Budget Impact: As previously referenced, the adopted FY26 budget included $1,045,792 for the purchase of new police technology. Staff sought to fund a significant portion of the project through grants, but House Resolution 1, also known as the "One Big Beautiful Bill Act," did not allocate Federal grant opportunities for law enforcement.

Without the receipt of planned grant funds, the city will need to absorb the proposed bid award of $1,162,535.48 over the course of five fiscal years (FY26-FY30). The annual amount equates to roughly $232,507. The City of Riverton's FY26 budget includes the necessary funds for the first-year payment of $232,507.08; however, future yearly allocations of $232,507.10 will need to be incorporated into subsequent budget cycles.

A Federal grant opportunity for body-worn cameras has recently become available, and staff is actively inquiring further into applying for this grant to assist in the procurement of this new technology.

CITY COUNCIL STAFF REPORT

TO: **His Honor the Mayor and Members of the City Council**

FROM: **Brendan P. Thoman, P.E., Public Works Director**

THROUGH: **Kyle J. Butterfield, City Administrator**

DATE: **October 7, 2025**

SUBJECT: **Space Permit for Southwest Airlines Company**

Recommendation: The City Council approve a permit to grant space to Southwest Airlines Company to house radio equipment for flight tracking at the Airport Fire Station Building.

Background: Southwest Airlines reached out to airport manager, Bruce Ransom in June of this year with a request to set up the new radio equipment, after they found the equipment in the Classic Hanger had gone offline. The equipment helps Southwest better track their flights and provide emergency support when necessary. An area has already been designated for this use in the current Airport Fire Station Building. A power outlet is adequately located, along with access to the roof to install antennas.

Discussion: The radio equipment needs approximately 2'x2' of floor space to set up a rack for the equipment. Ultimately, what is needed is the following:

1- 120v 20A outlet, generator backup preferred
2- 2 data ports
3- Room on roof (antenna farm) for antenna

This equipment was previously located in the large Henderson Hanger, where Classic Air Medical rented space as well. The new radio to be installed is a Jotron radio with ACG-2000 and an Epik box unit. See photos below:





Budget Impact: The proposed agreement would be for a $25/month lease fee or $300/year. The proposed fee cost would cover electricity for the unit and help to cover some other utility costs for the current building. The Casper Airport houses similar equipment to this for Southwest Airlines. Southwest provides Casper $18/month to house the same equipment.

CITY COUNCIL STAFF REPORT

TO: **His Honor, the Mayor, and Members of the City Council**

FROM: **Eric Hurtado, Chief of Police**

THROUGH: **Kyle J. Butterfield, City Administrator**

DATE: **October 7, 2025**

SUBJECT: **Grant Application – State Homeland Security Program (SHSP)**

Recommendation: In accordance with the City of Riverton Grant Management Policies and Procedures, when application for a grant is made prior to City Council approval, staff shall seek concurrence of the City Council for said grant application. We recommend the City Council concur with our decision to apply for the 2025 SHSP grant opportunity through the Wyoming Department of Homeland Security for $184,742.

Background: During the regular City Council Meeting held on September 12, 2025, the opportunity for this grant was discussed during the City Administrator's round-table. At that time, certain information required to complete the grant application was still pending. This information was provided to us shortly after the meeting. Upon receiving the necessary details, we were able to complete and submit the application prior to the September 30th deadline.

The State Homeland Security Grant Program (SHSP) was established in response to the September 11, 2001 terrorist attacks, which revealed significant gaps in national preparedness. Following the creation of the Department of Homeland Security (DHS) in 2002, SHSP became a core tool for providing federal funding to state and local governments to strengthen capabilities to prevent, respond to, and recover from terrorist threats and major incidents.

Originally administered by the Office for Domestic Preparedness (later integrated into FEMA), SHSP focused on supporting state homeland security strategies. Early investments targeted critical needs such as interoperable communications, intelligence-sharing networks, emergency operations centers, first responder training, and specialized equipment for CBRNE threats.

As threats evolved—ranging from natural disasters like Hurricane Katrina to terrorism and cyberattacks—SHSP adopted an all-hazards approach to preparedness. It aligned with national frameworks like the National Preparedness Goal, which identifies five mission areas: Prevention, Protection, Mitigation, Response, and Recovery.

Today, SHSP continues to adapt to emerging risks such as domestic violent extremism and cybersecurity threats. FEMA distributes annual grant funding to all states and territories, requiring a minimum of 80% to be passed on to local governments. Grantees must conduct risk assessments and report on capability gaps to ensure funding addresses the most pressing needs.

Now over two decades old, SHSP remains a cornerstone of U.S. homeland security policy, fostering collaboration and resilience across all levels of government.

This year, the State of Wyoming has received $4.1 million from FEMA of which 80% must be passed through to local jurisdictions. According to the Wyoming State Office of Homeland Security, they expect 150 competitive applications for funds from throughout the state.

The Riverton Police Department is currently reliant on Fremont County for Computer-Aided Dispatch (CAD) services. This agreement has been in place for years. Our existing Fremont County-owned CAD system is 11 versions behind the current standard, resulting in significant inefficiencies, data integration failures, and outdated technology that directly impacts our ability to respond to emergencies effectively.

Of particular concern is the CAD system's incompatibility with modern GIS mapping tools. The obsolete software no longer communicates with Fremont County's GIS, eliminating real-time mapping and tracking capabilities for patrol and other dispatched units. This severely hampers officer safety and delays response times during critical incidents—capabilities that are now standard in agencies nationwide.

Additionally, because Fremont County retains ownership of the CAD software license, the City of Riverton lacks administrative control, customization ability, and access to vendor support. This has created a cumbersome and ineffective records management process that consumes administrative resources and obstructs timely data access and reporting.

To ensure operational readiness, enhance officer safety, and align with modern policing standards, Riverton PD must pursue an independent, modern CAD solution tailored to its specific needs and fully within its administrative control.

Discussion:

- City Council may concurs with our grant submission prior to Council Approval per city policy.
- City Council may not concur with our grant submission at which point staff will work with Wyoming DHS to pull the application from consideration

Budget Impact:

There is no matching requirement for this grant if awarded. If awarded, budget amendments would need to be completed to account for the added funds and capital project of purchasing the CAD system.

CITY COUNCIL STAFF REPORT

TO: **His Honor the Mayor and Members of the City Council**

FROM: **Kyle J. Butterfield, City Administrator**

DATE: **October 7, 2025**

SUBJECT: **Event Application & Use of Public Space – Form Amendment**

Recommendation: The City Council approves the amendment to the Event Application & Use of Public Space application form to include after-hours park reservations.

Background: The City of Riverton receives requests from the general public and various organizations to utilize public spaces. In order to facilitate and process these requests, the city developed the Event Application & Use of Public Space form (attached).

Discussion: Riverton Municipal Code restricts the hours of operation of city parks. Specifically, Section 12.24.010 states:

A. Each park in the city shall be opened daily between sunrise and sunset [1] on each day. It is unlawful for any person or persons, other than city personnel conducting city business, to occupy or be present in any park during any hours in which such park is not open to the public, without a permit issued pursuant to rules approved and adopted by the mayor and city council. Nothing in this chapter should be construed as to prevent athletic events at athletic fields under the guidance of a sanctioning authority from being conducted under lights.

   [1] The definition of sunset shall mean the hours of darkness after the sun has fully set and the only lighting in the park is from the moon or artificial light.

B. Hours of operation of any recreational facility within any park may be additionally limited pursuant to such rules as may be approved by the mayor and city council.

The general public from time-to-time expresses interest in utilizing the city's parks after-hours (e.g. glow-in-the-dark disc golf, movies in the park, etc.). The aforementioned section of municipal code restricts these activities unless a permit is issued on terms approved by the mayor and city council.

At the direction of Mayor Hancock, staff has amended the Event Application & Use of Public Space application form to include after-hours park reservations. The amendment requires interested parties to provide a description of their event and the period requested for after-hour use.

Budget Impact: There is no proposed fees associated with the after-hours park permit and therefore no anticipated budget impact from the proposed amendment to the Event Application & Use of Public Space form.

CITY OF RIVERTON

EVENT APPLICATION
&
USE OF PUBLIC SPACE

All applicable fees must be paid at time of submittal and are non-refundable. Please provide two (2) business days for staff approved items and up to three (3) weeks for council approved items (fireworks permit). Please contact the City Clerk's office at (307) 856-2227 with any questions.

EVENT INFORMATION	
NAME OF APPLICANT/RESPONSIBLE PARTY:	ADDRESS, CITY, STATE, ZIP:
ORGANIZATION (IF APPLICABLE):	
CONTACT PHONE NUMBER:	CONTACT EMAIL ADDRESS:
NAME & PURPOSE OF EVENT:	
LOCATION OF EVENT:	
DATE(S) OF EVENT:	
TIME OF EVENT: FROM _____	TO _____
WILL THE EVENT OCCUPY A PUBLIC AREA? (park, street, etc.) ☐ YES ☐ NO IF YES, PLEASE COMPLETE SECTION 1	**WILL THE EVENT HAVE A LOUDSPEAKER?** ☐ YES ☐ NO IF YES, PLEASE COMPLETE SECTION 2
WILL THE EVENT HAVE FIREWORKS? ☐ YES ☐ NO IF YES, PLEASE COMPLETE SECTION 3	**WILL THE EVENT HAVE ALCOHOL?** ☐ YES ☐ NO IF YES, PLEASE COMPLETE 24-HR ALCOHOL PERMIT APPLICATION

Upon signing any portion of this application, the applicant agrees to follow all rules and regulations set forth by the Riverton City Council and any current orders or directives issued by the Governor.
For alcohol-related permits, the applicant accepts all responsibility for ensuring that no one under 21 years of age will be allowed access to any alcoholic beverages during the function and assumes responsibility for civil and criminal liability in the event a person under the age of 21 consumes or possesses alcohol at the function.

FOR OFFICE USE ONLY		
SECTION 1: PUBLIC AREA USE PERMITS		
☐ PARK RESERVATION	$30.00	
☐ PARK RESERVATION (AFTER-HOURS USE)	$0.00	
☐ STREET OR RIGHT-OF-WAY CLOSURE	$50.00	
SECTION 2: LOUDSPEAKER PERMIT		
☐ LOUDSPEAKER PERMIT	$25.00	
SECTION 3: FIREWORKS PERMIT		
☐ **FIREWORKS PERMIT***	$25.00	
TOTAL PAYMENT:		
***REQUIRES COUNCIL APPROVAL (FIREWORKS PERMIT)**		

SECTION 1: PUBLIC AREA USE PERMITS

TYPES OF PERMITS:	FEE:	CODE PROVISION:
☐ PARK RESERVATION	$30.00	FEE COVERS USE OF THE SHELTER AREA
☐ PARK RESERVATION (AFTER-HOURS USE)	$0.00	RMC 12.24.010 USE OF THE PARK AFTER HOURS
☐ STREET CLOSURE OR RIGHT-OF-WAY CLOSURE	$50.00	RMC 10.04 TEMPORARY TRAFFIC MODIFICATION

PARK RESERVATION

SPECIAL REQUEST (i.e., electricity, water, stakes, etc.)

- The fee reserves the shelter area and does not guarantee the cleanliness of the facilities or use of restrooms – please plan accordingly.
- Alcohol is not permitted without a proper permit.
- The location shall be left clean and free of debris.

X _____
Signature of Applicant

PARK RESERVATION (AFTER-HOURS USE)

DESCRIPTION OF USE:

REQUESTED TIME:

FROM: _____ TO: _____

X _____
Signature of Applicant

FOR OFFICE USE ONLY

DATE PAID: _____ AMOUNT PAID: _____ ☐ SIGN ☐ WEBSITE ☐ EMAILED

☐ ☐ _____ _____
APPROVED / DENIED ON: City Clerk Signature (OR DESIGNEE)

OTHER CONDITIONS SET FORTH BY THE PARK SUPERVISOR (OR DESIGNEE)

STREET OR RIGHT-OF-WAY CLOSURE REQUEST:

LOCATION DESCRIPTION OF DESIRED CLOSURE:

CLOSURE IMPACT (i.e., total closure, partial closure, remaining open to traffic) ATTACH EVEN MAP AND TRAFFIC CONTROL PLAN:

EVENT DESCRIPTION:

STREET BARRICADES:
☐ CITY ☐ EVENT SPONSOR

PLEASE EXPLAIN THE TYPE OF TRAFFIC CONTROL PLAN

PLEASE EXPLAIN HOW YOU WILL NOTIFY NEIGHBORS WHO MAY BE IMPACTED BY THE REQUESTED CLOSURE (i.e., door hangers, letters, in-person requests, etc.):

STATE HIGHWAYS REQUIRE ADDITIONAL PERMITTING FROM WYDOT

X _____
Signature of Applicant

FOR OFFICE USE ONLY

DATE PAID: _____ AMOUNT PAID: _____

☐ ☐ _____ _____
APPROVED / DENIED ON: City Clerk Signature (OR DESIGNEE)

OTHER CONDITIONS SET FORTH BY CHIEF OF POLICE (OR DESIGNEE):

OTHER CONDITIONS SET FORTH BY PUBLIC WORKS DIRECTOR (OR DESIGNEE):

SECTION 2: LOUDSPEAKER PERMIT

TYPES OF PERMITS:	FEE:	CODE PROVISION:
☐ LOUDSPEAKER	$25.00	RMC 8.16.010 Allows loudspeakers & amplifiers by permit between 8:00 AM & 12:00 AM

PLEASE EXPLAIN HOW YOU WILL NOTIFY NEIGHBORS WHO MAY BE IMPACTED BY THE REQUESTED NOISE (i.e. door hangers, letters, in-person requests, etc.):

Permit only issued for times between 8:00 AM & 12:00 AM

Permit not to exceed four (4) months.

X _____
Signature of Applicant

FOR OFFICE USE ONLY

DATE PAID: _____ DATE(S) APPROVED: _____ TIME(S) APPROVED: _____

☐ ☐ _____ _____
APPROVED / DENIED ON: Chief of Police Signature (OR DESIGNEE)

OTHER CONDITIONS SET FORTH BY RIVERTON CHIEF OF POLICE:

SECTION 3: FIREWORKS PERMIT

TYPES OF PERMITS:	FEE:	CODE PROVISION:
☐ FIREWORKS*	$25.00	RMC 8.04.010 Allows fireworks display by permit with Council approval only.

PERSON IN CHARGE OF FIREWORKS DISPLAY OR PYROTECHNIC OPERATIONS:

LIST TYPES AND CLASS OF FIREWORKS TO BE DISPLAYED:

EVENT DESCRIPTION (Attach site map):

PLEASE EXPLAIN HOW YOU WILL NOTIFY NEIGHBORS WHO MAY BE IMPACTED BY THE REQUESTED NOISE (i.e. door hangers, letters, in-person requests, etc.):

Attach a letter of recommendation from the Riverton Volunteer Fire Department Fire Chief.
Required attendance at public hearing.

X _____
Signature of Applicant

REQUIRES COUNCIL APPROVAL

FOR OFFICE USE ONLY

DATE PAID: _____ PUBLIC HEARING DATE: _____

☐ ☐ _____ _____
APPROVED / DENIED ON: City Clerk Signature (OR DESIGNEE)

OTHER CONDITIONS SET FORTH BY CITY COUNCIL :

CITY OF RIVERTON

EVENT APPLICATION

&

USE OF PUBLIC SPACE

APPROVAL CARD

EVENT INFORMATION	
NAME OF APPLICANT/RESPONSIBLE PARTY:	ADDRESS, CITY, STATE, ZIP:
ORGANIZATION (IF APPLICABLE):	
CONTACT PHONE NUMBER:	CONTACT EMAIL ADDRESS:
NAME & PURPOSE OF EVENT:	
LOCATION OF EVENT:	
DATE(S) OF EVENT:	
TIME OF EVENT: FROM _____	TO _____

The following application(s):

- ☐ PARK RESERVATION
- ☐ PARK RESERVATION (after-hours use)
- ☐ STREET OR RIGHT-OF-WAY CLOSURE
- ☐ LOUDSPEAKER
- ☐ FIREWORKS*

Are hereby:

- ☐ APPROVED AS SUBMITTED
- ☐ APPROVED WITH ADDITIONAL CONDITIONS
- ☐ DENIED

ON:

_____
Date

_____
City Clerk Signature (OR DESIGNEE)

ADDITIONAL CONDITIONS:

CITY COUNCIL STAFF REPORT

TO: **His Honor the Mayor and Members of the City Council**

FROM: **Gary Michaud, Community Development Director**

THROUGH: **Kyle Butterfield, Riverton City Administrator**

DATE: **October 7, 2025**

SUBJECT: **Resolution No. 1533 - Eastern Shoshone Business Park PUD Addition**

Recommendation: The City Council approve Resolution No. 1533 to modify the Eastern Shoshone Business Park Planned Unit Development (PUD) Agreement

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Background: In 2018, the PUD Development Agreement was completed for the Eastern Shoshone Business Park. The Agreement outlines the development standards for the business park development. These standards range from building guidelines to setbacks, including fences.

Since that time there has been a need to expand the allowances for permitted fences. For example, in 2024, the PUD Development Agreement was amended to allow taller fencing for retail businesses.

Discussion: The proposal before the council includes two items.

The first item is the update of Exhibit C that illustrates the designated uses at the business park. The developer recently replatted 10 acres on the northeast side of the 300 acre business park for development and would like to update the area from "Event" to "Office/Commercial/Industrial".

The second item is in regard to security fencing. Recent and future developments within the business park brought to light the need to modify the PUD Agreement as it relates to fencing requirements. In brief, conditions of the existing agreement prohibit a business from installing security fences. This restriction was an unexpected byproduct of the existing terms of the PUD. To remedy the issue, city staff prepared new language to be include in the PUD Agreement. This language is include below in red:

V. Development Standards
D. Additional Standards Applicable to Non-Residential Development
3. Fences
Fences, for all use areas, unless otherwise noted, shall be subject to the following:
A. No fencing shall be required by the City along the perimeter of the Property.
B. No fencing shall be allowed within the required front setback.

C. The maximum height of fences in all Planning Areas shall be 8 feet except as noted below. All fences over 7 feet in height must Engineered and designed in accordance with the City of Riverton Municipal Code.
D. Barbed wire fences are not permitted in any Planning Area, except where fencing is abutting agricultural land or as permitted as security fencing in item 3(G).
E. Any screening necessary to buffer commercial building components (such as trash receptacles, mechanical equipment, etc.) shall be materials that are used in the construction of the associated structure or materials that complement the associated structure. All gates will be constructed of wrought iron or steel material.
F. Any fence directly attached on both sides of a retail establishment for the sole purpose of creating an outdoor sales floor area and used as such is limited to the height of the retail establishment at the point it is attached. This may exceed the 8' maximum height fence requirements listed above. Furthermore the outside sales area created by this fenced area cannot exceed the square footage of the interior floor space of the building itself and the square footage used for the fenced area counts against the clear space requirements of the PUD. For the purposes of this section of code this is not classified as a fence but as a building material to create an outside sales area attached to the structure.
G. Security fencing is permitted within the OCI Planning Area and is intended to guard property against unauthorized entry, and to protect stored goods and products from theft and other unauthorized handling. Security fences must comply with the aforementioned fencing height restrictions and regulated setbacks of the OCI Planning Area, but may incorporate additional security features such as barbed wire. Barbed wire may be installed at the top of a security fence if not more than three (3) strands are used, and if the lowest strand is at least 6 feet above the adjoining ground. If barbed wire is not installed vertically above the security fence, the barbed wire shall slant away from the nearest property line at an angle of not less than 45 degrees. Razor wire (sharp blade-like barbs) or concertina wire (barbed or razor wire formed into coils) is prohibited. Screening or landscaping may be required to mitigate visibility of barbed or un-barbed security fences from adjacent residential or public areas.

If approved by the City Council, the amendment must be approved by SITTA, LLC before the amended can be enacted.

Available Alternatives:

- Approve the proposed PUD agreement amendment
- Deny the proposed PUD agreement amendment
- Approve the proposed PUD agreement amendment with conditions

Budget Impact: No immediate budget impact from staff recommendation

EXHIBIT - C



KEY MAP			AC	% TOTAL
	C	COMMERCIAL	68.72 AC	22.54%
	R	RESIDENTIAL	53.01 AC	17.39%
	OCI	OFFICE/ COMMERCIAL/ INDUSTRIAL	31.25 AC	10.25%
	EV	EVENT	96.81 AC	31.75%
	OS	OPEN SPACE	19.91 AC	6.53%
	ROW	RIGHT OF WAY	35.18 AC	11.54%
			304.88 AC	100%

FOR ILLUSTRATIVE PURPOSES ONLY. USES AND CONCEPTS ARE SUBJECT TO CHANGE

RESOLUTION NO. 1533

A RESOLUTION AMENDING THE EASTERN SHOSHONE BUSINESS PARK PLANNED UNIT DEVELOPMENT GUIDELINES FOR APPROXIMATELY 304.88 ACRES OF LAND LOCATED IN THE NW¼, SW¼ AND THE SE¼, SECTION 23, T.1N. R.4E., W.R.M., CURRENTLY ADDRESSED AS 2675 NORTH FEDERAL BLVD., CITY OF RIVERTON, FREMONT COUNTY, WYOMING.

WHEREAS, the Riverton City Council passed, approved and adopted Ordinance No. 17-028 on January 2, 2018 with the effective date of enactment being January 9, 2018 zoning this land from Agricultural to "PUD – COMBINED (Commercial, Industrial, Residential) PLANNED UNIT DEVELOPMENT"; and

WHEREAS, the City of Riverton and SITTA, LLC adopted Resolution No. 1363 on April 10, 2018 approving the Eastern Shoshone Business Park Planned Unit Development Guidelines (PUD Guidelines), which established governing standards for the review, approval, and modification of development activities at the Eastern Shoshone Business Park; and

WHEREAS, the City of Riverton and SITTA, LLC adopted Resolution No. 1507 on July 16, 2024 amending the PUD Guidelines,

WHEREAS, the City of Riverton and SITTA, LLC now desire to amend the originally designated Planning Areas depicted in Exhibit C of the PUD Guidelines, as presently amended, in order to best accommodate development proposals; and

WHEREAS, the City of Riverton and SITTA, LLC now desire to amend the fencing guidelines of the PUD Guidelines, as presently amended, to allow for security fences in the Office/Commercial/Industrial (OCI) Planning Area.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF RIVERTON, WYOMING, AND SITTA, LLC that the City of Riverton and SITTA, LLC approve and adopt the second amendment to the Eastern Shoshone Business Park Planned Unit Development Guidelines, as previously amended, to add Section V.D.3.G and to update Exhibit C reflecting a change to the originally proposed Planning Areas, as attached hereto.

PASSED, APPROVED AND ADOPTED by the governing body of the City of Riverton, Wyoming, this 7th day of October 2025.

CITY OF RIVERTON, WYOMING

By: _____
Tim Hancock, Mayor

ATTEST:

_____
Mia Harris, Administrative Services Director

SITTA LLC

By: _____
Wayland Large, Managing Member

State of Wyoming)
)ss.
County of Fremont)

This foregoing instrument was acknowledged before me by _____ this ___ day of _____ 2025.

Witness my hand and official seal.

_____
Notary Public

My Commission Expires: _____