

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held May 5, 2026
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 7:03 p.m. City Council Members present were Eric Carr, Rebecca Brothers, Karla Borders (telephonically), Kyle Larson, and Karen Johnson. Council Member Carr led the Pledge of Allegiance, and Council Member Larson gave the invocation.

Roll call was conducted. Council Member Johnson moved, seconded by Council Member Carr, to excuse Council Member Bailey from the meeting. The motion passed unanimously. Mayor Hancock declared a quorum of the council.

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

Approval of the Agenda – Mayor Hancock reported that the Riverton Youth Council had requested that Item 16, “Riverton Youth Council – FY27 Goals,” be moved ahead of Item 15, “Public Hearing & Consideration of Resolution Nos. 1549, 1550, 1551: Utility Rate Adjustments,” so the students could present earlier in the meeting. Council Member Brothers moved, seconded by Council Member Carr, to approve the agenda as amended. The motion passed unanimously.

Introduction & Oath of Office: Patrol Officers – Police Chief Eric Hurtado introduced Patrol Officer Rebecca Nesta, and Mayor Hancock conducted the Oath of Office.

Nurses Week Proclamation – Mayor Hancock read a proclamation declaring May 6-12, 2026, as Nurses Week in the City of Riverton.

Building Safety Month Proclamation - Mayor Hancock read a proclamation declaring May 2026 as Building Safety Month.

Missing Murdered Indigenous Relatives Awareness Day Proclamation - Mayor Hancock read a proclamation declaring May 5, 2026, as Missing and Murdered Indigenous Relatives Awareness Day in Riverton.

Council Committee Reports & Council Members' Roundtable – Council Member Karla Borders reported remotely on semiquincentennial planning for July 4, noting the need for food vendors and musicians. She also reported attending the Mercy House vision dinner and encouraged community support. Council Member Borders advised she would likely be absent for medical reasons for at least the next two meetings, but may participate remotely if able. Council Member Kyle Larson reported on the Solid Waste District, noting ongoing discussion regarding a potential Riverton transfer station and uncertainty regarding the timing of Lander’s solid waste closure and transfer of hauling to Sand Draw. He also expressed concern regarding the cost of veterinary services for shelter animals and the need to evaluate efficiencies. Council Member Karen Johnson reported no formal committee meetings since the last Council meeting but noted continued individual meetings and ongoing research and issue follow-up. Council Member Eric Carr reported attending the April 26 Youth Council meeting and summarized discussion topics, including semiquincentennial planning, volunteer opportunities, July 4 assignments, Rails to Trails, social media efforts, service priorities, and upcoming Youth Council applications. He also recognized the Riverton High School band for receiving a superior rating at an out-of-state competition. Council Member Rebecca Brothers thanked Council Member Carr for attending the Youth Council meeting and clarified that applications are open to homeschool students and students within the Fremont County School District 25 boundaries. She also recognized the Riverton Middle School band for receiving a superior rating at Lagoon. Council Member Brothers reported attending a budget planning meeting and commended City staff for careful fiscal management and stewardship of public funds.

City Administrator’s Report – City Administrator Kyle Butterfield thanked staff for budget preparation and stated all funds are accounted for and directed toward services. He announced a budget work session for the following week at 6:00 p.m., including discussion of community service contracts. He recognized Administrative Services staff for Council packet preparation and provided operational updates, including no Planning Commission meeting, an upcoming building technician hire, and scheduled Airport Board and Fix Our Road Committee meetings. Mr. Butterfield reported receipt of a new street sweeper, ongoing solicitation of naming suggestions, progress on a City Park drinking fountain project, and bid openings for a slurry seal project and airport fuel service contract. He also reported resumed negotiations with Verizon regarding the Griffey Hill tower lease. He announced a BNSF grant for a police vehicle and donations from Casper and Natrona County supporting a police cadet program launching in June. He thanked the community for its patience during construction activity.

Police Chief Eric Hurtado reported on recent house fires, including a fatal fire near Pershing and North Broadway that remains under investigation. He noted emergency response efforts, two juveniles hospitalized with serious injuries, and emphasized the importance of smoke detectors. He acknowledged responders and community assistance.

Mayor's Comments – Mayor Hancock reported participating in Arbor Day activities with the Tree Board, including tree planting at Jaycee Park in support of Riverton's Tree City USA designation. He reported attending a Boys & Girls Club recognition event for Cody and Crystal Myers, noting their contributions to youth programs and Cody Myers' prior service as a school resource officer and involvement in youth rodeo. Mayor Hancock also reported attending a Wyoming Association of Municipalities Region IV virtual meeting, with a WAM board meeting scheduled in Lander, and attending the Riverton High School academic awards event, where he recognized student achievements, including Youth Council Chair Royce Hancock's Academic All-American recognition.

Communication from the Floor – There were no members in the audience wishing to speak.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the April 21, 2026 Regular Council Meeting; Minutes of the May 5, 2026 Finance Committee Meeting; Finance Committee Recommendations from May 5, 2026; Municipal Court Report for the Month of April 2026. Finance Committee Chair Eric Carr reported that the Finance Committee approved claims to be paid in the amount of \$806,840.08, payroll & liabilities for April 17, 2026, and payroll for May 1, 2026, in the amount of \$525,646.93, for a total of \$1,332,487.01. Council Member Larson moved, seconded by Council Member Johnson, to approve the consent agenda as presented. The motion passed unanimously.

Real Estate Services Contract Agreement – City Administrator Kyle Butterfield provided a proposed contract with Home Source Realty following a prior selection of the agency to provide professional real estate services. After discussion between the council and Home Source Broker George Piplica, Council Member Larson moved, seconded by Council Member Brothers, to approve the agreement with Home Source Realty for professional real estate services and authorize Mayor Tim Hancock to execute the contract. The motion passed unanimously.

Riverton Youth Council – FY27 Goals – City Administrator Kyle Butterfield invited members of the Riverton Youth Council to present their Fiscal Year 2027 goals. After discussion involving the council, no action was taken.

Recess – Mayor Hancock called for a recess at 8:16 p.m. and reconvened the meeting at 8:25 p.m.

Public Hearing & Consideration of Resolution Nos. 1549, 1550, 1551: Utility Rate Adjustments – City Administrator Kyle Butterfield and Administrative Services Director Mia Harris presented Resolution Nos. 1549, 1550, and 1551, which address the proposed utility rate increases for water, wastewater, and sanitation, respectively. Director Harris read each resolution by title only:

- Resolution No. 1549 proposed a 2.5% increase in water rates.
- Resolution No. 1550 proposed a 2.5% increase in wastewater rates.
- Resolution No. 1551 proposed a 2.5% increase in sanitation rates.

Council Member Larson moved, seconded by Council Member Carr, to open the public hearing. The motion passed unanimously. After discussion involving the public, city staff, and the council, Council Member Larson moved, seconded by Council Member Carr, to close the public hearing. The motion passed unanimously.

Council Member Larson moved, seconded by Council Member Carr, to adopt Resolution No. 1549. After discussion involving the council and city staff, the motion passed with Mayor Hancock and Council Members Carr, Brothers, Borders, and Larson voting aye, and Council Member Johnson voting nay.

Council Member Carr moved, seconded by Council Member Larson, to adopt Resolution No. 1550. The motion passed with Mayor Hancock and Council Members Carr, Brothers, Borders, and Larson voting aye, and Council Member Johnson voting nay.

Council Member Carr moved, seconded by Council Member Brothers, to adopt Resolution No. 1551. The motion passed with Mayor Hancock and Council Members Carr, Brothers, Borders, and Larson voting aye, and Council Member Johnson voting nay.

Downtown Parking Recommendation – Police Chief Eric Hurtado outlined the results of the Police Department survey of merchants in the Riverton Downtown area relating to parking. After discussion involving the council, city staff, and the public, no action was taken.

Consideration of Resolution No. 1552: Paws for the Cause Committee – City Administrator Kyle Butterfield reported on Resolution No. 1552. This resolution would establish the Paws for the Cause Committee and authorize the Mayor to appoint members with the consent of the City Council. Administrative Services Director Mia Harris read Resolution No. 1552 by title only. Council Member Larson moved, seconded by Council Member Brothers, to adopt Resolution No. 1552.

After discussion involving the public and council, Council Member Carr moved to amend the Resolution to add language to recommend that the committee members do eight hours of community service at the shelter over a span of two months, there being no second, the motion died. The main motion passed unanimously.

Airport Lease Agreements – Ground Lease for FBO Terminal & Fuel Farm – Public Works Director Brendan Thoman reported on two lease agreements related to the airport. Council Member Larson moved, seconded by Council Member Brothers, to approve the lease agreements for the FBO building footprint as well as the fuel farm flow lease at the Central Wyoming Regional Airport. The motion passed unanimously.

Executive Session – Personnel – Council Member Carr moved, seconded by Council Member Johnson, to convene into executive session for the purpose of Personnel. The motion passed unanimously at 9:59 p.m. Council Member Carr moved, seconded by Council Member Johnson, to reconvene into regular session. The motion passed unanimously at 11:24 p.m.

Adjourn – There being no further business to come before the Council, Council Member Carr moved, seconded by Council Member Larson, to adjourn the Regular Council meeting at 11:24 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

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