

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held May 19, 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 7:01 p.m. City Council Members present were Rebecca Brothers, Mike Bailey, Kyle Larson, and Karen Johnson. Council Member Bailey led the Pledge of Allegiance, and Council Member Larson gave the invocation.

Roll call was conducted. Council Member Brothers moved, seconded by Council Member Johnson, to excuse Council Members Eric Carr and Karla Borders 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, Community Development Director Gary Michaud, and Deputy City Clerk Max Batista.

Approval of the Agenda – Council Member Johnson moved, seconded by Council Member Brothers, to approve the agenda as presented. After discussion involving the council, the motion passed unanimously.

National Public Works Week Proclamation - Mayor Hancock read a proclamation declaring May 17 through 23, 2026, as National Public Works Week. Public Works Director Brendan Thoman provided information regarding the week's planned activities.

National Emergency Medical Services Week Proclamation - Mayor Hancock read a proclamation declaring May 17-23, 2026, as National Emergency Medical Services Week Proclamation in Riverton. Ms. Carol Harper, representing Frontier Ambulance and the Red Cross of Wyoming, spoke on behalf of the organizations and offered thanks to local first responders.

Council Committee Reports & Council Members' Roundtable – Council Member Johnson reported on her attendance at the Council Work Session. Mrs. Johnson also commented on the temporary merchant permitting process and asked for clarification regarding where permittees may work differentiating between public property and private property. Council Member Larson reported on his attendance at the Fremont County Solid Waste Disposal District Board and 250th Celebration planning meetings. Council Member Bailey reported on the Airport Board, Fix Our Roads Citizens Committee (FORCC), and 250th Celebration planning meetings, the upcoming Airport Fly-In event, and encouraged the public to apply for candidacy for vacant council positions. He also announced his candidacy for Mayor in the upcoming election. Council Member Brothers congratulated Council Member Bailey on his mayoral candidacy and reported on her attendance at the Council Work Session, Special Council Meeting, and Riverton Youth Council meetings.

City Administrator's Report – City Administrator Kyle Butterfield thanked the Council for attending the Special Council Meeting and expressed appreciation to City staff for their work in preparation for upcoming meetings and events. Mr. Butterfield provided staffing updates related to the Community Development Department, Administrative Services Department, and the Riverton Police Department. He also reported that the drinking fountain at City Park has been installed and is nearing completion.

Administrative Services Director Mia Harris reported on the operational status of two liquor licenses: No Te Rajes, LLC, doing business as Talk of the Town, and Honey Cellar, LLC, doing business as Honey Fly Company.

Mayor's Comments – Mayor Hancock reported that May 3–9, 2026, was Municipal Clerk's Week and recognized members of the Administrative Services Team for their contributions. Mr. Hancock also reported on his attendance at the Wyoming Association of Municipalities (WAM) Board meeting and noted that he had the opportunity to swear in a board member for the Riverton Fire District. Additionally, Mr. Hancock announced his candidacy for the Ward 3 Council Member position.

Communication from the Floor – Rafael Delgadillo thanked the Police Chief for his work related to the Main Street parking survey and, on behalf of the Riverton Downtowners, requested that an additional survey be conducted with their participation. Mr. Delgadillo also recognized members of the Administrative Services Department for their efforts. Carl Falken asked the Council to consider accommodating a Sharing the Spirit of America event on July 4, 2026, during which the Declaration of Independence would be read aloud. Cindy Olsen Roden, representing the Riverton Chamber and Visitors Center, provided updates on upcoming community events and initiatives.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the April 21, 2026 Executive Session; Minutes of the May 5, 2026 Regular Council Meeting; Minutes of the May 5, 2026 Executive Session; Minutes of the May 12, 2026 Council Work Session Meeting; Minutes of the May 15, 2026 Special Council Meeting; Minutes of the May 19, 2026 Finance Committee Meeting; Finance Committee

Recommendations from May 19, 2026. Council Member Mike Bailey reported that the Finance Committee approved claims to be paid in the amount of \$2,015,739.13, Elan credit card in the amount of \$4,063.49, manual check in the amount of \$67.00, and payroll & liabilities for May 1, 2026, in the amount of \$62,067.54, for a total of \$2,081,937.16. Council Member Larson moved, seconded by Council Member Brothers, to approve the consent agenda as presented. The motion passed unanimously.

Fix Our Roads Citizens Committee Appointment – Public Works Director Brendan Thoman reported on a recent vacancy on the Fix Our Roads Citizens Committee (FORCC). Council Member Bailey moved, seconded by Council Member Brothers, to approve the mayoral appointment of Dustin Welch to serve the balance of the vacated term on the FORCC. After discussion involving the council and city staff, the motion passed unanimously.

Public Hearing and Consideration: Fireworks Permit Application, Riverton Little League, June 25, 2026 – Administrative Services Director Mia Harris reported on a Fireworks Permit Application submitted by Riverton Little League by Elizabeth Kummer on May 8, 2026. This permit would allow the baseball league to detonate fireworks at the Saban Baseball Complex in celebration of the championship night on June 25, 2026, from 5:00 p.m. until 10:30 p.m. Council Member Brothers moved, seconded by Council Member Bailey, to open a public hearing. The motion passed unanimously. After discussion involving a member of the public and the council, Council Member Bailey moved, seconded by Council Member Johnson, to close the public hearing. The motion passed unanimously. Council Member Johnson moved, seconded by Council Member Brothers, to approve the Fireworks Permit for Riverton Little League. The motion passed unanimously.

Community Service Contract Award Prioritization – Mayor Hancock and City Administrator Kyle Butterfield reported on the community service contracts. After discussion involving the council and city staff, the council reached a consensus to notify applicants that awards for the Fiscal Year 2027 Community Service Contracts will be determined at the June 2, 2026, Regular Council Meeting.

Recess – Mayor Hancock called for a recess at 8:18 p.m. and reconvened the meeting at 8:30 p.m.

Public Hearing & Consideration of Ordinance No. 26-004, 1st Reading: Animal Control – Police Chief Eric Hurtado reported on Ordinance No. 26-004, which would amend Riverton Municipal Code Chapter 6 “Animals Generally.” Administrative Services Director Mia Harris read Ordinance No. 26-004 by title only. Council Member Larson moved, seconded by Council Member Brothers, to open the public hearing. The motion passed unanimously. After discussion involving the public, Council Member Bailey moved, seconded by Council Member Larson, to close the public hearing. The motion passed unanimously.

Council Member Larson moved, seconded by Council Member Bailey, to adopt Ordinance No. 26-004 on first reading. After discussion involving the council and city staff, Council member Bailey moved, seconded by Council Member Larson, to amend the motion to remove “Paws” and change the language to “local animal shelter.” The motion passed unanimously. After discussion involving the council and city staff, the main motion, as amended, passed unanimously.

Wyoming Department of Health Wastewater Sampling Agreement – Public Works Director Brendan Thoman reported on a Wastewater Sampling Agreement. Council Member Brothers moved, seconded by Council Member Bailey, to approve a contract agreement for wastewater sampling between the City of Riverton and the Wyoming Department of Health. After discussion involving the council and city staff, the motion passed unanimously.

Resolution No. 1553: Riverton Emergency Response Plan – Police Chief Eric Hurtado reported on Resolution No. 1553. This resolution would adopt the Emergency Operations Plan for the City of Riverton. Administrative Services Director Mia Harris read Resolution No. 1553 by title only. Council Member Bailey moved, seconded by Council Member Johnson, to adopt Resolution No. 1553. The motion passed unanimously.

Resolution No. 1554: Term Clarification for Optional ¾% Sales and Use Tax – City Administrator Kyle Butterfield reported on Resolution No. 1554. This resolution would amend Resolution No. 1545 to clarify the question of the three-quarter percent (¾%) sales and use tax to specifically establish a four-year term. Administrative Services Director Mia Harris read Resolution No. 1554 by title only. Council Member Larson moved, seconded by Council Member Bailey, to adopt Resolution No. 1554. The motion passed unanimously.

Memorandum of Agreement – Optional ¾% Sales and Use Tax – City Administrator Kyle Butterfield reported on the Memorandum of Agreement (MOA) regarding the ¾% Optional Sales and Use Tax. Council Member Larson moved, seconded by Council Member Bailey, to approve the MOA between the governing bodies of Fremont County regarding the ¾% Optional Sales and Use Tax. After discussion involving the council, City Attorney, Rick Sollars, and city staff, Council Member Bailey moved, seconded by Council Member Larson, to amend the the motion to adopt Section 8C, Option A, with the added language regarding an optional public hearing. The motion passed with Council Members Brothers, Bailey, Larson and Mayor Hancock voting aye and Council Member Johnson voting nay. The main motion, as amended, passed with Council Members Brothers, Bailey, Larson, and Mayor Hancock voting aye and Council Member Johnson voting nay.

Consideration of Bid: Taxiway D Rehabilitation & Lighting Project – Public Works Director Brendan Thoman reported on the Taxiway D Rehabilitation and Lighting Project. Council Member Bailey moved, seconded by Council Member Larson, to approve the bid from Century Companies, Inc., contingent upon approval of a supplemental agreement for the Taxiway D Rehabilitation and Lighting Upgrade Project. The motion passed unanimously.

Quarterly Fiscal Health Report – Administrative Services Director Mia Harris presented the fiscal year 2026 second quarter fiscal health report. After discussion involving the council and city staff, no action was taken.

Executive Session – Council Member Bailey moved, seconded by Council Member Larson, to convene into executive session for the purpose of litigation, real estate, and personnel. Invited to attend were City Attorney Rick Sollars, City Administrator Kyle Butterfield, and Public Works Director Brendan Thoman. The motion passed unanimously at 10:05 p.m. Council Member Bailey moved, seconded by Council Member Larson, to reconvene into regular session. The motion passed unanimously at 12:02 a.m.

Adjourn – There being no further business to come before the Council, Council Member Larson moved, seconded by Council Member Brothers, to adjourn the Regular Council meeting at 12:02 a.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

Publication Date: June 6, 2026