

**CITY OF LANDER
WORK SESSION MEETING
COUNCIL CHAMBERS
240 LINCOLN STREET
LANDER, WY 82520
December 28, 2021**

**THE CITY OF LANDER IS AN EQUAL OPPORTUNITY
EMPLOYER**

Governing Body Present: Mayor Monte Richardson, Council Members John Larsen, Chris Hulme, Julia Stuble, Dan Hahn, Missy White, Melinda Cox

Governing Body Absent:

City Staff Present: City Treasurer Charri Lara, Assistant Mayor RaJean Strube Fossen, Human Resource Coordinator Rachelle Fontaine, Police Chief Scott Peters, Airport & Fire Hall Facilities Manager Chris Johnson

1. Staff & Council Updates

Chief Scott Peters-New Year's is coming and on Friday the DUI Saturation will start again. The goal is for people to find designated drivers and not have one DUI arrest countywide at the end of the weekend. Feral cats are an issue. People are feeding them which brings in predators. There is a spay/neuter initiative, but that may not accomplish what is needed. The Chief asked that people not feed the feral cats so the predators, such as mountain lions, will stay away.

Chris Johnson-No updates.

RaJean Strube-Fossen- About a year ago she passed out an alternate logo for the City of Lander. We would like to start using the logo. If the counsel has a general census the City Clerk can go through the State and license the logo. The logo was designed by one of our staff and recognition of his work would be nice. Charri believes this might require a resolution. There is no resolution for the existing logo. Melinda expressed concern about the cost of switching logos. RaJean suggested it be used as an alternative logo, and both logos would be registered to the City of Lander. Missy expressed that the Community may be caught off guard and have a preference for one or the other. RaJean responded that the logo in the current form is not conducive to smaller print or letter head, it is more conducive to large signs. Chris asked how old the current logo is. RaJean believes it is pre-1970.

Charri Lara- The audit came back. There was a material finding for identification of federal monies. We received debt forgiveness on a SLIB loan and over \$200,000 was allocated as federal money. Missing the identification of that money, as well as some other COVID money received through other parties such as the Department of Health for doing the sewer testing was considered a material finding. The other finding was not material. This finding concerns control over fixed assets and making sure those assets get on the depreciation schedule. Charri will create a procedure for paperless / policy assets. Charri talked them out of a finding concerning the credit card policy and how we do the credit card. Charri reminded the Council that every month in financial tab Charri puts the credit card bill in so the Council can see what every person is charging and where. She urged the Council to review that information each month as another oversight.

Rachelle Fontaine-No updates.

Dan Hahn- No updates.

Julia Stuble- No updates.

Missy White- Wanted to follow up on the Chief's comments about brining animals into town. There are confirmed sightings of mountain lions in Lander along the river. There is a domino effect. FAST is over the moon that we are over 15,000 employments for the year. This is our 3rd or 4th highest in the last 20 years. Lastly,

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Missy continues to be impressed with the Planning Commission's work and challenges. Soon we will be seeing some of their recommendations for clarifying and cleaning up code language.

Chris Hulme- Chris still trying to catch up with golf board. There are a lot of changes happening at the golf course including a new course pro and four new board members.

Melinda Cox-No updates.

John Larsen- John plans to get together with LOTRA after first of year.

Mayor Richardson gave shout out to the Code Enforcement Officer.

2. Tara Berg – Fremont County Treasurer. Tara came to start a discussion with the City Council about property tax values. She would like to have an in-depth discussion concerning exempt properties such as the golf course and community center. Tara referenced the materials she provided for the council members including the Final Abstract Code. She explained that her office works backward in setting market value, meaning that this year's tax values will be based off last year's sales data. In 2020 there were 112 valid sales in Lander. With an average sales price of \$250,600. In 2021, with no December data, there were 154 sales with an average sale price of \$309,000. There will likely be a property tax increase of 30-40% as a result. Tara and the Mayor agreed to set a meeting for further discussion of these issues.
3. Discuss Job Description for Community Development Coordinator. The Mayor believes this should be a full-time position to help relieve some park duties, conduct advertising, PR and social media posting for the City. Charri stated this position is part of the Council's goals and strategic plan to develop community engagement, develop a communications plan, and update the website. This person would do those things as well as try to find new revenue streams. Charri mentioned changes to the current job description that should be made. Melinda said she had trouble with a couple of the core competencies. RaJean said those were in all the job descriptions and patterned after Riverton's concerning expectations of employees in general. RaJean said if the council wants to revisit the core competencies there could be a discussion with the HR Director to change them globally. Melinda expressed concern about sustaining this position long-term or losing another position in lieu of this one. Missy expressed concern that some of the verbs are too broad, and guidelines should be added as to the extent and kind of events the position will be doing. Charri said she did not see a problem where this position would be in jeopardy. John said he thinks we need to go for it. Julia said she would be more comfortable funding the position if the job description specifically included some of the duties discussed but not expressly included in the written job description, such as public relations and marketing. Council will send their comments to the HR Director, RaJean or the Mayor for revisions and the resolution will be placed on the next regular meeting for voting.
4. Discuss Park Rules- Lance is not here tonight. RaJean reported that Lance had asked the council to table the last reading of the Parks and Recreation, or Title 12, ordinance changes so that he could have an opportunity to speak with the Parks and Recreation board. Almost all of the previous Parks and Recreation board members have been notified that these changes formally disband that board, but Title 12 continues to allow the Mayor to create boards and commissions as necessary.
5. Formalize LIFT Evaluation Rubric- The Council nominated Missy White and Julia Stuble to attend a meeting with LIFT concerning formalizing the LIFT evaluation rubric.
6. Discuss ARPA funds- Charri was not sure why this topic was on agenda the agenda. She was planning to include this information in the February budget meeting go over this information in more detail as part of budget process. The information is in Councilmember's box titled SLFRF Compliance Report. There was no discussion tonight and will be discussed in February. Individual Council Members with questions will speak with Charri separately

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before then. Charri explained Lander has received \$646,751 to date and has spent \$5,868 on vaccine incentives.

Adjourned 7:50 p.m.

The City of Lander
A Municipal Corporation

Monte Richardson, Mayor

ATTEST:

Rachelle Fontaine, Human Resource Director

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