

# **WYOMING PUBLIC NOTICE STATUTES**

Prepared by

Sherry Batzter

University of Wyoming College of Law

March 1989

Revised by

Grant Smith

University of Wyoming College of Law

September 2012

Updated by

Wyoming Press Association

September 2015

[Current through 2015]

# Table of Contents

	Page
Introduction	
Listing of Annual Required Publications	
Index .....	1-72
Manual .....	1-99
Appendix	
—Wyoming Rules of Civil Procedure	
—Rule 4 .....	A-1 — A-3
—Rule 6 .....	A-4
Glossary .....	A-5 — A-6

# Introduction (for Index)

This index provides a quick reference to Wyoming statutes containing notice publication provisions.

For contents of required notice, refer to the complete statute in the manual, using statute numbers and page numbers in the quick reference.

Where blanks appear in the index, the state has provided no information. In the case of frequency and duration of publication, it can be assumed that a blank means one publication.

Where frequency and duration are provided only in terms of a number of days or weeks, see 1-6-201 through 1-6-203 of the manual on page 1.

General provisions for notice publication appear under the heading “General Notice Publication Provisions” in this index.

Please note: Three abbreviations are used consistently throughout the index. They are: NGC (newspaper of general circulation, GC (general circulation), and WRCP (Wyoming Rules of Civil Procedure).

# Table of Contents (for Index)

Agencies and Associates Meetings, Required Publications .....	1-3	Government-owned Property and Public Lands .....	33-38
Alcoholic Beverages .....	4	Industrial Development.....	39
Animals.....	5	Insurance and Insurers .....	40
Banks and Banking .....	6-7	Local and Public Improvements .....	41-43
Corporations and Business .....	8	Mining .....	44-45
Counties and Municipalities—Formation		Motor Vehicles .....	46
Organization, Meetings, Required Publications .....	9-10	Probate, Estates and Wills. ....	47-49
Districts.....	11-24	Property .....	50-52
Domestic Relations .....	25	Rules, Regulations, Ordinances, Laws.....	53
Elections and Political Parties.....	26-27	Taxation and Tax Sales.....	54
Food and Drugs.....	28	Water.....	55-71
General Notice Publication Provisions.....	29	Zoning .....	72
Government and Public Finances, Funds, Economics.....	30-32		

# INTRODUCTION

This manual includes all notice publication provisions of the Wyoming Statutes Annotated, updated through the current 2014 Budget Session.

In addition to the main text, the manual provides a quick reference to the statutes organized by subject, type of publication required, time and frequency of publication, individual or official required to publish, and type of newspaper in which publication must be made.

The index is cross-referenced to the main text, which contains all indexed material as background information on the subject and statute, cross-references to other pertinent statutes, and required contents of the notice to be published.

The appendix includes Rules 4 and 6 of the Wyoming Rules of Civil Procedure, which are cited in certain statutes, and a glossary of terms which appear in the main text.

# LISTING OF ANNUAL REQUIRED PUBLICATIONS

JANUARY

FEBRUARY

MARCH

School district salaries, p. 44

APRIL

City receipts/expenditures (last day of April), p. 27

MAY

JUNE

JULY

AUGUST

County positions with names, salaries (within 60 days of end of fiscal year)

City positions with names, salaries (within 60 days of end of fiscal year)

SEPTEMBER

County receipts/expenditures, p. 38

OCTOBER

NOVEMBER

DECEMBER

County cancellation of warrants, etc., p. 40

Unclaimed estrays, p. 6

# INDEX

**Agencies and Associations – Meetings, Required Publications**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Department of Agriculture, release of surety bond	Department of Agriculture		60 days prior to any bond being released			11-11-105(b) p. 17
Department of Agriculture; suspension, non-renewal of warehousemen license	Department of Agriculture	Paper of local distribution	60 days prior to closure of warehouse			11-11-105(c) p. 17
Contested Case for agency adjudication, notice on members of large class	Agency				Published in accordance with rules or orders of agency	16-3-107 p. 35
Cooperative Marketing Associations, annual and special meetings	Association	NGC published at principal place of business of association	At least 20 days before meeting date	Publication only where bylaws of association require		17-10-112 p. 36
Downtown Development Authority, establishment, hearing	Governing Body	NGC in the municipality	Once during week immediately preceding the hearing			15-9-208 p. 34
Fair Employment Commission, intended action	Commission				Publish consistent with duties	27-9-104 p. 57
Public Service Commission, application for construction and operation of high voltage electric transmission line of 230 kv or more	PSC	NGC in each county where line will be constructed				37-2-205 p. 71

**Agencies and Associations – Meetings, Required Publications**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
State Board of Health, provisions of hospital/medical facilities construction program after approval by surgeon general	Secretary of State Board of Health (commissioner)	At least 1 NGC in each county in state		No need to publish subsequent modifications		35-2-340 p. 61
Urban Renewal Agency, notice that annual activities report filed with local governing body	Agency	NGC in community	On or before May 31 of each year			15-9-136 p. 34
Wyoming Natural Gas Pipeline Authority, plan for in-state, out-of-state pipeline	Authority	NGC in Cheyenne and paper in area where services or facilities contemplated	Prior to exercising any rights or powers granted to the Authority		Authority will not exercise its powers if private entities are performing acts	37-5-102 p. 71
Wyoming Natural Gas Pipeline Authority, sale of bonds	Authority				Published in a manner determined by Authority	37-5-104(c) p. 71
Wyoming Natural Gas Pipeline Authority; issuance of bonds, resolution	Authority	NGC published in Cheyenne and in a newspaper in the area where the facilities or services contemplated	Once			37-5-104(h) p. 71

**Agencies and Associations – Meetings, Required Publications**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Wyoming Oil and Gas Conservation Commission Hearing	Commission	NGC in Natrona County, and NGC in county where any land affected located	Once			30-5-111 p. 58



**Alcoholic Beverages**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Application for License, Permit, Renewal, Transfer of location or ownership	City, town or County Clerk	Of local circulation	Once a week for 2 consecutive weeks			12-4-104 p. 20

**Animals**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Animals running at large within city limits, declaration of public nuisance	Board of County Commissioners	NGC within county				11-31-301 p. 19
Breeder's Liens, sale of animal at public auction	Lienholder	Published in the county where notice of lien is filed	10 days notice	If no newspaper published in county, notice to be posted	See 1-6-201 and 1-6-202 p. 1	29-7-205 p. 57
Estrays, unclaimed, list available	Executive Officer of Livestock Board	NGC in each county from which any stray on list shipped	Annually, during last week of December			11-24-114 p. 18
Livestock District					See Districts	
Predatory District					See Districts	
Rabies Control District					See Districts	
Stallions and Jacks, advertisements of strays	Person holding stray	NGC in county where stray found			See 11-24-114 p. 18	11-24-104 p. 18

**Banks and Banking**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Articles of incorporation, filing and public hearing	Applicant	NGC in county where bank to be located	At least once a week for 3 consecutive weeks before hearing		See 1-6-201 through 1-6-203 p. 1	13-2-207 p. 20
Assets, availability for creditors after state takeover	State Banking Commissioner	As State Commissioner directs	Weekly for 3 consecutive months			13-4-402 p. 22
Conservatorship, termination of and resumption of control by bank	Conservator	NGC in community where bank located				13-4-604 p. 22
Conversion of National to State Bank	Financial Institution	NGC in county in which financial institution located	Once a week for 3 consecutive weeks			13-4-109 p. 21
Directors, election date if not on or before April 30	Financial Institution	Weekly paper printed in county where bank located; if none, NGC in state	3 consecutive issues			13-2-402 p. 21
Merger, Agreement	Financial Institution	NGC in each county where merging banks located	Once a week for 3 consecutive weeks			13-4-107 p. 21
Merger, Shareholders' meeting to consider	Financial Institution Affected	NGC in county where principal office of each bank located	At least once a week for 3 successive weeks	No publication necessary if waived by 2/3 of shareholders		13-4-106 p. 21

**Banks and Banking**

Place of Business, hearing on change	Applicant	NGC in all municipalities affected by the change	Once a week for 3 consecutive weeks			13-4-101 p. 21
Shareholders, meeting upon liquidation of bank	State Banking Commissioner	Published in county in which bank was located	For 30 days		See 1-6-201 and 1- 6-202	13-4-701 p. 23
Stock, sale upon shareholder failure to levy assessment to correct bank's impairment of capital	Directors of Bank	NGC published in county where bank located	For 10 days			13-4-203 p. 22

### Corporations and Business

Notice	Responsible Party	Newspaper	Frequency and Duration	Exceptions	Notes	Statute Number and Page
Cooperative Marketing Associations, notice of meetings	Board of directors	NGC published at the principal place of business of the association	At least 20 days before meeting	Publication only required if bylaws so state, otherwise notice by mail is sufficient		17-10-112 p. 36
Corporations, other claims against dissolved limited liability company	Limited liability company	NGC in county of corporation's principal office; if none in this state, its registered office, is or was last located	Once			17-29-704 p. 37
Corporations, unknown claims against dissolved corporation	Corporation	NGC in county of corporation's principal office; if none in this state, its registered office, is or was last located	Once			17-19-1408 p. 37
Corporations, other claims against dissolved corporation	Corporation	NGC in county of corporation's principal office; if none in this state, its registered office, is or was last located	Once			17-16-1407 p. 36
Receiver, appointment	Receiver	Paper in county in which appointed	Within 30 days after appointment, for 3 weeks			1-33-108 p. 3
Securities Broker - Dealers and Agents, application for initial registration	Applicant	1 or more published in state, as specified by rule or order of the Secretary of State				17-4-104 p. 36

**Counties and Municipalities – Formation, Organization, Meetings, Required Publications**

Notice	Responsible Party	Newspaper	Frequency and Duration	Exceptions	Notes	Statute Number and Page
City/town, governing body, minutes of regular and special meetings and titles of ordinances passed	Clerk of Governing Body	Legal newspaper designated by governing body	Once	Notice by posting if no paper published in city/town	Must be furnished to paper within 12 days after meeting; paper must publish within 9 days of receipt	15-1-110(a) p. 23
City/town, biannual publication of names, positions, salaries of employees	Clerk of Governing Body	Legal newspaper designated by governing body	Within 60 days of end of fiscal year (June 30)		Must be separate from above publication (15-1-110 (a))	15-1-110(b) p. 23
County, Board of Commissioners, publication of proceedings of regular and special meetings	Board of County Commissioners	Paper published in county, if any	Once		County Clerk shall furnish paper within 12 days after meeting; paper shall publish within 9 days of receipt	18-3-516(a) p. 38
County, Board of Commissioners, names, salaries, positions of county employees	Board of County Commissioners	Published in county, if any	Within 60 days of end of fiscal year (June 30)		Publication must be separate from publication of proceedings of meetings	18-3-516(b)(i) p. 38

**Counties and Municipalities – Formation, Organization, Meetings, Required Publications**

Town, incorporation, election	Election Inspectors appointed by County Commissioners	Any paper published within territory	At least once a week for 3 consecutive weeks, not less than 3 weeks prior to the election	If no paper within territory, notice by posting		15-1-205 p. 25
Town, incorporation, election result	County Clerk	Any paper published within county		If no paper within county, notice by posting		15-1-206 p. 26

**Districts**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Community College District, establishment election	County Clerk	NGC in proposed district	At least once, no more than 30 days nor less than 15 days before election			21-18-312 p. 47
Community College District, candidate's list for election to initial board	County Clerk	NGC in proposed district	Not later than Saturday before election date			21-18-312(j) p. 47
Community College District, Bonds, election on issuance	County Clerk	NGC in political subdivision	At least once not less than 30 days nor more than 40 days before election	If no paper as specified, notice shall be posted. May be combined with that for regular or other election	See 22-21-104 p. 50	21-18-314 p. 47
Community College District, Bonds to be sold	District Board	NGC in district and in some paper published in Cheyenne	At least once, not less than 15 days nor more than 30 days before sale			21-18-314 p. 47
Community College District, hearing on mill levy increase	District Board	NGC within district	At least 30 days before hearing date			21-18-303 p. 46
Community College District, election on mill levy increase	District Board	NGC in affected districts				21-20-110 p. 47
Conservation District, establishment petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50



**Districts**

Conservation District, Establishment, addition of territory where landowner failed to appear	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing	Notice may be personally served	Governed by Special District Elections Act. See 22-29-103 p. 50	22-29-109 p. 50
Conservation District, Establishment, Referendum	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Conservation District, Termination, Referendum	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110, 11-16-117 p. 51/p. 17
Conservation District, Termination, Referendum Results	State Conservation Commission	NGC within bounds of proposed district	At least twice with an interval of 6 days between dates		This notice must be published, not just posted	11-16-117 p. 17

**Districts**

Conservation District, District Supervisors, Elections	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52
Conservation District, Tax, election to impose	County Clerk	At least 1 NGC published in county where election to be held	At least once each week for 30-day period preceding election			11-16-134 p. 18
Conservation District, Tax, proposition resubmitted at second following general election and succeeding general elections every 4 years until defeated	County Clerk	Legal NGC published in county	Once between 40 and 30 days before election			11-16-134 p. 18
Drainage District					See Section on "Water"	
Fire Protection District, initial election, board of directors	County Clerk	NGC in each affected counties	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

**Districts**

Fire Protection District, Bonds, intention to issue and invite bidders	Board of Directors	Published in counties where district located and some NGC in Cheyenne				35-9-206 p. 66
Fire Protection District, Establishment, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Fire Protection District, Amendment of Boundaries, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing	Notice may be personally served	Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Flood Control District					See Section on "Water"	
Hospital District, Establishment, hearing on petition	County Commissioners	NGC in each affected counties	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Hospital District, Election if protests insufficient to defeat district	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

**Districts**

Hospital District, Election of Trustees	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52
Hospital District, Bonds, intent to issue and invite bidders	Board of Trustees	Published in counties where district located, and some NGC in Cheyenne				35-2-417 p. 62
Improvement and Service District, Establishment, hearing	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Improvement and Service District, Organizational election	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

**Districts**

Improvement and Service District, Subsequent elections of directors	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52
Irrigation District					See Section on "Water"	
Lighting District, Establishment, hearing	Governing Body	Daily NGC in city/town or weekly newspaper	At least 5 times in daily or in 4 issues of weekly, not less than 30 days before the hearing		If rejected, resolution may be considered again in 6 months - same notice shall be given	15-6-603 p. 31
Lighting District, Assessment Resolution, filing and hearing	City Clerk	NGC in city/town	At least once			15-6-604 p. 32
Livestock District, Establishment, hearing	Board of County Commissioners	Published in county nearest proposed district	For 2 weeks prior to hearing			11-33-103 p. 19

**Districts**

Local Improvement District, proposed improvement (conversion of overhead electric and communication facilities to underground), hearing	Governing Body	NGC in county, city or town where proposed district located	Once		See 1-6-201 through 1-6-203 p. 1	37-13-110 p. 73
Local Improvement District, Substantial changes in proposed Improvements	Governing Body				Type of notice not specified, but may be same as 37-13- 110	37-13-111 p. 73
Local Improvement District, Resolution to Adopt District	Governing Body	NGC in county, city or town where proposed district located	Once		See 1-6-201 through 1-6-203 p. 1	37-13-111 p. 73
Local Improvement District, Assessment resolution, hearing	Governing Body	In which first notice of hearing published	Once at least 20 days before hearing		See 1-6-201 through 1-6-203 p. 1	37-13-116 p. 73
Local Improvement District, Sale for Delinquent Assessment	City/town treasurer	Published in city/town; if none then NGC in county	Once a week for 3 consecutive weeks		See 15-6-410 p. 29 for notice requirements	37-13-120 p. 74
Local Improvement District, Sale after redemption period expired and deed issued to city, town or county	Governing Body	Daily published in district; if none, NGC in district	At least 5 times if published within district; at least twice if NGC		See 1-6-201 through 1-6-203 p. 1	37-13-125 p. 74

**Districts**

Local Improvement District, Bonds, resolutions to issue	Governing Body	Paper in which original notice of hearing published	Once			37-13-128 p. 75
Power District, Establishment, petition for	County Clerk		20 days		See 1-6-201 through 1-6-203 p. 1	37-7-103 p. 71
Power District, Report of proposed work hearing	District Court Clerk	Published each county where any lands of district located; if none, in some paper in adjoining county	At least 3 successive weeks before hearing date		See 1-6-201 through 1-6-203 p. 1	37-7-114 p. 72
Power District, Advertisement for Bids if cost of work over \$2500	District Commissioners	Published in county where petition filed; may advertise in one or more papers elsewhere, if no paper in county, some paper published in adjoining county			See 1-6-201 through 1-6-203 p. 1	37-7-128 p. 75
Predatory Animal District, annual election meeting	County Clerk	NGC published in each county	Once, 10 days before meeting			11-6-209, 11-6-203 p. 16
Public Irrigation and Power District					See Section on "Water"	
Rabies Control District, Establishment, Resolution	Board of County Commissioners	NGC in county where district located	At least once a week for 2 successive weeks			11-31-212 p. 19

**Districts**

Rural Health Care District, Establishment, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Rural Health Care District, Election if protests insufficient to defeat district	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Rural Health Care District, Bonds, intent to issue and invite bidders	Board of Trustees	Published in counties where district located				35-2-709 p. 62
Sanitary and Improvement District, Establishment, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Sanitary and Improvement District, Election if protests insufficient to defeat district	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51



**Districts**

Sanitary and Improvement District, Statement of Proceedings of Regular and Special Meetings of Board of Trustees	Board of Trustees	NGC in district	Immediately after meeting	No publication required unless it can be done at expense not exceeding 1/3 rate of publication of legal notices		35-3-105 p. 63
Sanitary and Improvement District, Bonds, issue and sale of filing of petition for judicial examination and approval of	Clerk of Court	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	35-3-118 p. 63
Sanitary and Improvement District, Bonds, election on proposal to issue after objection by electors of district	Board of Trustees	Legal paper published or of GC in district	3 consecutive weeks			35-3-121 p. 63
Sanitary and Improvement District, Plans, specifications, cost of improvements	Board of Trustees	Legal paper published or of GC in district	3 consecutive weeks			35-3-124 p. 63
School District, warrants each over \$300, issued against district money	Board of Trustees	Legal NGC in county	Once within 30 days of date of school board meeting			21-3-110(a) p. 44

**Districts**

School District, Salaries, Annual Publication	Board of Trustees		Once in March of each year			21-3-110(A) p. 44
School District, Call for Bids when amount exceeds \$10,000	Board of Trustees	NGC in district	At least once			21-3-110(a)(2)(B)(viii) p. 44
School District, School Board meetings and availability of minutes	Board of Trustees	NGC in district	At least 2 times each year, once within a week after first regular meeting in December & once as part of statement of revenue and expenditure of district			21-3-110(a)(2)(B)(xvi) p. 44
School District, Meetings, Regular, change in Time or Place of	Board of Trustees	NGC in district	Once before change			21-3-110 p. 44
School District, detailed financial report	School Treasurer	NGC in district	At the close of each fiscal year			21-3-118(a)(iii) p. 45
School District, notice of meeting, hearing for change of boundaries or district reorganization	District Secretary	NGC in county	Once a week for 2 weeks preceding meeting or hearing			21-6-206 p. 45
School District, organization of unified School District, hearing on proposal	District Secretary	NGC in area	At least once a week for 2 weeks immediately preceding hearing date			21-6-207(b)(vii) p. 46

**Districts**

School District, Bonds, intent to sell	Board of Trustees	NGC in district, if none, any paper published in county seat of any county where district wholly or partially located	At least once, not less than 10 days nor more than 30 days before date of sale			21-13-704 p. 46
Special Cemetery District, Establishment, Hearing on Petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Special Cemetery District, Election if protests insufficient to defeat district	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Special Cemetery District, Election of Trustees	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52

**Districts**

Special Cemetery District, Bonds, Intent to Issue and Invite Bidders	Board of Trustees	Published in counties where district located, and in NGC in Cheyenne			See 1-6-201 through 1-6-203 p. 1	35-8-318 p. 65
Special Museum District, Establishment, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Special Museum District, Election if protests insufficient to defeat	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Special Museum District, Election of Trustees	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52
Special Museum District, Bonds, Election on question whether Board of Trustees may issue	County Clerk	NGC in each affected county	Once, not more than 50 days nor less than 40 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

**Districts**

Special Museum District, Bonds, approval of proposal issue	Board of Trustees	Published in counties where district located, and NGC in Cheyenne				18-10-216 p. 43
Underground Water District					See Section on "Water"	
Water Conservancy District					See Section on "Water"	
Water and Sewer District					See Section on "Water"	
Watershed Improvement District					See Section "Water"	
Weed and Pest, Special Management Program	District supervisors	NCG within county	At least 10 days before final approval			11-5-303 p. 16
Weed and Pest Control District, meeting for appointment of Board of Directors	County Commissioners where district located	Official paper of each county	At least 1 time before meeting, last publication 20 days before meeting			11-5-104 p. 16
Zoning District					See Section on "Zoning"	

**Domestic Relations**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Adoption, where defendant is a non-resident or residence is unknown	Clerk of Court	Published in county where complaint filed; if none, then newspaper published in state and of general circulation in county	Once a week for 4 consecutive weeks	No publication necessary if court so decides	See WRCP, Rule 4 (e)(q) (pages)	1-22-107 p. 2
Name Change	Clerk of Court	Published in county where petition filed; if none, then newspaper published in state and of general circulation in county	Once a week for 4 consecutive weeks		See WRCP, Rule 4 (g)	1-25-103 p. 2

**Elections and Political Parties**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Ballots and Voting Machine Facsimiles, Sample	Officer Providing Official Ballots	NGC in district where each primary and general election held	At least once within 2 weeks before election			22-6-105 p. 49
Bond Elections Political Subdivisions	County Clerk	NGC in political subdivision	At least once not less than 30 days nor more than 40 days before election	If no newspaper as specified, notice shall be posted -- Notice may be combined with that for regular or other election	For Statewide bond elections, See 22-21-201 below	22-21-104 p. 50
Bond Elections, Statewide	Count clerk of each county	Legal NCG published in each county	Between 101 and 91 days before primary; between 45 and 35 days before each general election		See 22-2-109 p. 48	22-21-201 p. 48
Commission Form of Government, Removal of Elected Officer, Election	City/town commission					15-4-110 p. 27
County Central Committee, Meetings of	County Central Committee Chairman	NGC	Not less than 2 days before meeting			22-4-104 p. 49

### Elections and Political Parties

County Commissioners, Election to increase from 3 to 5, decrease from 5 to 3, divide county into 5 districts after increase from 3 to 5	Board of County Commissioners	At least 1 NGC published in county where election to be held	At least once a week for 30 days before election			18-3-501 p. 37
Election, proclamation of	County Clerk of each county	Legal NGC published in each county	Between 101 and 91 days before primary; between 45 and 35 days before each general election			22-2-109 p. 48
Polling Places, Location of	County Clerk	NGC in county	At least once within 2 weeks before statewide election			22-12-101 p. 49
Precinct Boundary, change in	Board of County Commissioners	NGC in county	Once a week for 2 consecutive weeks		Compute time periods using 22-2-110 p. 48	22-7-102 p. 49
Voting Registration facilities, establishment	County or City Clerk	NGC in county	2 days			22-3-104 p. 48
Wyoming Constitution, Amendments					See Rules, Regulations, Ordinances, Laws	



**Food and Drugs**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Controlled Substances, Federal Designation, Rescheduling or Deletion of Drug, objection to and hearing on	Attorney General of Wyoming (commissioner of Drugs and Substances Control)					35-7-1011 p. 64
Controlled Substances, Final Decision on Designation, Rescheduling or Deletion of Drug	Attorney General of Wyoming (commissioner of Drugs and Substances Control)					35-7-1011 p. 64

**General Notice Publication Provisions**

<b>Description</b>	<b>Statute Number</b>	<b>Page</b>
Legal Advertising; rates; type size requirements; daily/weekly newspaper definition	18-3-518	p. 39
Legal Holidays	8-4-101	p. 14
Newspaper of General Circulation	18-3-519	p. 39
Notice of Certain Number of Days	1-6-202	p. 1
Notice for Specified Number of Weeks	1-6-203	p. 1
Official Newspaper, Designation of	18-3-517	p. 39
Publishing, Manner of Generally	1-6-201	p. 1
Time Periods, Computation of for Election Notice Publication	22-2-110	p. 40

**Government and Public Finances, Funds, Economics**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Balance Transfers from one fund/department/account to another	Governing Body					16-4-112 p. 35
Bonds, Securities or Mortgages pledged as collateral, sale upon refusal of bank to pay over state funds	State Treasurer	Published in Cheyenne	Once a week for 3 consecutive weeks			9-4-814 p. 15
County, Board of Commissioners, annual statement of receipts and expenditures	Board of County Commissioners	Printed in county	Published at least once in a newspaper of general circulation in the county	If no paper published in town, notice shall be posted in 3 public places		18-3-515 p. 38
County, Bonds, intention to issue and sell	Board of County Commissioners	Published in county, and NGC in Cheyenne		If no paper published in county, notice to be published there shall be posted 3 places in a public place		18-4-306 p. 40
County, Funding Bonds, intention to issue and invite bidders	Board of County Commissioners	Published in county, and NGC in Cheyenne		If no paper published in county, notice to be published there shall be posted		18-4-504 p. 41

**Government and Public Finances, Funds, Economics**

County Certificates of Indebtedness, total number over \$500, description and notification that they will cease to draw interest	County Treasurer	Official County Newspaper	2 weekly notices	Section does not apply to Laramie and Albany Counties		18-4-105 p. 40
County Certificates of Indebtedness, County warrants issued by Board of County Commissioners, county Hospital, Library, Welfare or Fair Boards, cancellation of	Board of County Commissioners, or county Hospital, or Library, or Welfare or Fair Board		First Monday of December each year		List published in minutes of regular December meeting of receptive board	18-4-106 p. 40
Default of Depository, sale of political subdivisions collateral securities	Treasurer of Political Subdivision	Published in county where city/town/district located	Once a week for 5 consecutive weeks			9-4-818 p. 15
Emergency Expenditures in excess of general fund budget, declaration of emergency	Governing Body	NGC in municipality				16-4-114 p. 35

**Government and Public Finances, Funds, Economics**

Final Payment to Contractor for public works, entitlement to	Commissioner Board, or person who supervised work and approved final estimates	NGC published nearest point where work done	40 days before final estimate paid, once a week for 3 consecutive weeks			16-6-116 p. 35
Marketing Orders, Suspension, amendment, termination	Board of Agriculture	Official NGC in each county of state				11-35-109 p. 19
Municipal budget, hearing on	Governing Body	NGC in municipality	At least 1 week before hearing	If no NGC in municipality, notice by posting		16-4-109 p. 35
Policemen Pension Fund, establishment, hearing on	City/town Governing Body		10 days	City/town must have paid police department and population over 4,000		15-5-301 p. 27
Towns, incorporated, report of receipts and expenditures	Governing Body	Published in town	Last day of April (end of fiscal year) or as set by ordinance	If no paper printed in county, notice shall be posted		15-2-204 p. 27

**Government-owned Property and Public Lands**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Airport, Municipal, Bonds, Receipt of Bids	Governing Body	NGC in city/town, and any others as deemed expedient				15-7-113 p. 32
Airport, leasing by municipal body	Municipal Corporation or County	Published in town or county where airport located	Once a week for 2 consecutive weeks			10-5-101 p. 15
Bridge work, county, over \$25,000, construction contract to be let	Board of County Commissioners	NGC in state	For 2 consecutive weeks, last notice to be published 15 days before letting of contract	Emergency contracts may be entered into without notice		24-1-132 p. 53
Bridge and road construction work over \$20,000, state contract to be let	State Highway Commission			Emergency contracts may be entered into without notice if cost not over \$1,000,000	Commission shall adopt general rules for publication of notice: See 1-6-201 through 1-6-203 p. 1	24-2-108 p. 53
Cemeteries, Municipal, notice to owners of unknown address of impending abandonment of unoccupied lots	City/town or Special Cemetery District	Official paper of municipality or Special Cemetery District in which cemetery located	Once	Notice to be given by mail if owner's address known		35-8-212 p. 65
City/town, annexation of territory, hearing	Clerk of City/town	NGC in territory sought to be annexed	At least twice, first notice at least 15 days before hearing			15-1-405 p. 26

### Government-owned Property and Public Lands

Highways, right-of-way based on adverse possession or prescription, creation of	Board of County Commissioners	Some official paper published in county	For 3 successive weeks in 3 successive issues	If no paper published in county, notice by posting		24-1-101 p. 52
Highways, State, Exclusion of Land from city/town for construction of, hearing on	Governing Body	NGC in city/town	Once each week for 4 consecutive weeks before hearing			15-1-416 p. 26
Highways, State, Bonds, intention to issue	State Treasurer	Not less than 3 published in the state and at least 1 published outside the state		This applies to bonds not purchased out of state funds	See 1-6-201 through 1-6-203 p. 1	24-8-103 p. 55
Irrigation works, forfeiture of construction contract for failure to proceed without good reason	State Board of Land Commissioners	NGC in county where work situated and 1 paper in Cheyenne	Once a week for 4 weeks			36-7-322 p. 69
Irrigation works, lands open for settlement and water available	State Board of Land Commissioners	In county where lands located and others as designated by contracting company providing irrigation system				36-7-401 p. 70
Jail or court, Sale of	Board of County Commissioners	Published and of GC in county	Once a week for 4 weeks			18-6-101 p. 42

### Government-owned Property and Public Lands

Jail, construction of, receipt of sealed proposals	Board of County Commissioners	Any published in county	Once a week for 4 consecutive weeks	If no paper published in county, notice by posting	Section applies only if construction cost to be paid from county's general fund. If bonds to be issued: See 18-4-306 p. 40	18-6-201 p. 43
Municipal Property over \$500 in value, request for bids for sale of	City/town	NGC in community	At least once a week for 3 consecutive weeks	No notice if property to be sold to state/state agency, federal government, political subdivision		15-1-112 (a) and (b)(i) p. 24
Municipal Property, Trade of, hearing on	City/town	NGC in county where city/town located	At least once a week for 3 consecutive weeks			15-1-112 (b)(ii) p. 24
Municipal Property, advertisement for bids for public improvement contracts over \$35,000	City/town	NGC in city/town	On two different occasions, at least 7 days apart	Contract for purchase of new auto or truck, even under \$35,000, must be advertised		15-1-113 (a), (b) p. 24
Municipal Property, claims for labor or materials to be presented to municipality	City/town	NGC in city/town	At least 10 days before final payment			15-1-113 (h) p. 24
Power Plant, Sale of, election	City/town Governing Body	NGC in city/town	For at least 3 weeks before election			15-7-207 p. 33



### Government-owned Property and Public Lands

Public Lands, Selection and location, lands to be granted to state or U.S.	Commissioner of Public Lands	At least 1 NGC in each county in state				36-3-104 p. 69
Public Lands, Lease, Sale or Disposition of	Commissioner of Public Lands	NGC in each county where lands located	At least once			36-3-104 p. 69
Public Parks, Proposal to vacate from public use, hearing	Governing Body	Published in county where city/town located; if none, then in paper published in this state and of GC in county	For 3 consecutive weeks before hearing			15-7-303 p. 33
Roads, county, proposed location or alteration	Board of County Commissioners/County Clerk	Some official paper published in county	For 2 successive weeks	If no paper published in county, notice shall be posted in a public place	See 1-6-201 through 1-6-203 p. 1	24-3-110 p. 54
Roads, County, identification of seldom-used, unmaintained roads to prior vacation	Board of County Commissioners	NGC in county	For 2 successive weeks			24-3-204 p. 54
Roads, Industrial, proposed location of	Board of County Commissioners/County Clerk	Official paper published in county	Once a week for 2 successive weeks	If no official paper published in county, notice by posting		24-5-109 p. 55

### Government-owned Property and Public Lands

Roads, Private, establishment, notice to nonresidents of hearing	Applicant	Published in county	Once a week for 3 weeks, last publication at least 30 days before hearing of application			24-9-101 p. 56
Sidewalks and Curbs, construction and repair where owner to pay, notice to adjoining landowners (in city manager form of government)	Governing Body	Official paper of city/town	Once	Personal Service by mail to be attempted before publication		15-4-306 p. 27
Sidewalks and Curbs, construction and repair where owner to pay, notice to adjoining landowners (in city manager form of government)	Clerk of Governing Body	NGC in city/town	At least twice, by 2 weekly publications, 15 days between first publication and hearing date			15-4-306/15-6-405 p. 27/p. 29
Sidewalks, construction, city/town ordinance for letting contract, hearing	City/town	NGC in city/town	At least 2 times, not less than 30 days before hearing			15-6-501 p. 31
Sidewalks , construction, notice to property owners	City Engineer, Street Commissioner	NGC in city/town	Once a week for 4 weeks	Notice can also be served personally		15-6-501 p. 31

### Government-owned Property and Public Lands

State Lands, Sale of	State Board of Land Commissioners	In county where land located; if none, in adjoining county and other papers as Board directs	For 4 consecutive weeks			36-9-104 p. 70
Urban Renewal Project, public hearing	Governing Body	NGC in area of operation of municipality	For 2 successive weeks, last publication at least 5 days before hearing			15-9-109 p. 33
Urban Renewal Project, intent to sell/ lease/transfer municipality's real property, notice to private redevelopers	Municipality	NGC in community	Once a week for 4 consecutive weeks			15-9-116 p. 33
Urban Renewal Project, Bonds, Sale at public auction	Municipality	NGC in area of operation and in any other medium of publication as municipality determines	Prior to Sale			15-9-124 p. 34
Viaduct and Subway, Bonds, intention to invite bidders	Board of County Commissioners	Published and of GC in county. Also in some NGC published in Cheyenne, Denver, Chicago, New York City		If no paper published in county, then notice to be posted there		18-4-405 p. 41

**Industrial Development**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Adverse Impacts of Facility, Hearing on Mitigation	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Not more than 50 days after receipt of request for waiver			35-12-107 (g) p. 68
Permit application, decision to grant/deny/modify	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Within 10 days from date of council's decision			35-12-113 p. 69
Permit application, hearing on	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Not more than 90 days after receipt of application			35-12-110 (ii) p. 68
Permit application, summary	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Not more than 10days after receipt of application			35-12-110 (a) p. 68
Permit application, waiver, hearing on	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Not more than 14 days after receipt of request for waiver			35-12-107 (d) p. 68
Permit application, waiver, request for	Director, State Industrial Siting Council	1 or more NGC's within area to be primarily affected by facility	Not more than 7 days after receipt of request for waiver			35-12-107 (c) p. 68

**Insurance and Insurers**

Notice	Responsible Party	Newspaper	Frequency and Duration	Exceptions	Notes	Statute Number and Page
Insurer's Certificate of authority, Suspension/Revocation	Commissioner of State Department of Insurance	NGC				26-3-117 p. 56
Insurer's Certificate of authority, Suspension/Reinstatement	Commissioners	NGC				26-3-118 p. 56
Insurance Company, annual financial report	Commissioner of State Department of Insurance	NGC	6 successive days in daily; or, 6 successive weeks in weekly		Insurer pays cost of publication; commissioner shall distribute publications equally across newspapers in state	26-3-126 p. 56

### Local and Public Improvements

Notice	Responsible Party	Newspaper	Frequency and Duration	Exceptions	Notes	Statute Number and Page
Local Improvements, Assessment Roll, hearing on	Clerk of City/town	NGC in city/town	At least twice, by 2 weekly publications, 15 days between first publication and hearing date			15-6-405 (a) p. 30
Local Improvements, Assessment, Amended	Clerk of City/town	NGC in city/town	At least twice, by 2 weekly publications, 15 days between first publication and hearing date			15-6-405 (c) p. 30
Local Improvements, Assessment Roll, Resolution to add omitted property	Governing Body	Published in city/town; If none, NGC in county	1 issue once a week or more often - total notice time, 15 days			15-6-202/15-6-422 p. 38/p. 30
Local Improvements, Assessment, payment of to redeem from contract liability, within 30 days	City/town Treasurer	NGC in city/town	Once a week for 2 consecutive weeks			15-6-439 p. 30

**Local and Public Improvements**

Local Improvements, Bonds, call on final payment of principal from excess in local improvement fund	Treasurer of Political Subdivision	NGC in city/town	Not less than 15 days before date of call	Notice may be made by mail to holder		15-6-435 p. 30
Local Improvements, Municipal Contract	City Clerk	Published in city/town, or in county where city/town located, and in others as governing body may provide by ordinance	At least once			15-6-301 p. 28
Local improvements, Sale of property for delinquent assessment (subject to redemption by owner)	City/town Treasurer	Published in city/town; If none, NGC in county	Once a week for 3 consecutive weeks			15-6-410 p. 29
Local Improvements, Sale of property for delinquent assessment (after redemption period expires)	City/town Treasurer	Daily published in city/town; if none, then published twice in any NGC county	At least 5 times, with 15 days between last publication and day of sale			15-6-417 p. 29

**Local and Public Improvements**

Local Improvements, notice to nonresident/unknown owner by holder to certificate of sale and demand for deed, after redemption period expires	Holder of Certificate of Sale for Delinquent Assessment	NGC in city/town	Once a week for 3 successive weeks			15-6-418 p. 30
Local Improvements, Street work, hearing and proposed assessment	City/town Recorder	Published in city/town; If none, NGC in county	1 issue, 15 day notice once a week or more often			15-6-202 p. 28
Local Improvement District					See Section on "Districts"	
Public Improvements, Bonds, receipt of bids for sale of	Governing Body	Published in city/town; if none, then in NGC city/town, and any published in other places as deemed expedient	For 3 consecutive weeks	Statute does not apply to special improvement bonds - bonds issued to establish sewer system may be sold to state or U.S. at private sale, without notice		15-7-106 p. 32
Public Improvements, Bonds, redemption payable when sinking fund contains \$500 or more	City/town Treasurer	In the city/town	30 days before redemption date			15-7-107 p. 32



**Mining**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Board of Mines, Meetings of examining board to consider applications for certificates as mine foreman and examiners	Examining Board of State Board of Mines	Published in area where examination to be held	At least 15days		See 1-6-201 and 1-6-202 p. 1	30-2-306 p. 58
Explosives, blasting schedule	Mine Operator with approved surface mining permit	NGC in the locality				35-11-415 p. 67
Mining Permit, filing of application for	Applicant	NGC in locality of proposed mining site	Once a week for 2 consecutive weeks			35-11-406 p. 66
Mining Permit, hearing on objections to application	Environmental Quality Control or Administrator of Land Quality Division of State Department of Environmental Quality	NGC in locality of proposed operation	Once a week for 2 consecutive weeks immediately prior to hearing			35-11-406(k) p. 67

**Mining**

Mining Permit, publication of Application after Determination of Suitability for Publication by Administrator of Land Quality Division of State Department of Environmental Quality	Applicant	NGC in locality of proposed mining site	Once a week for 4 consecutive weeks beginning within 15 days after notification by administrator of suitability of publication			35-11-406(j) p. 67
---	-----------	---	--	--	--	-----------------------

**Motor Vehicles**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Abandoned vehicle; impoundment if owner can't be identified	Department of Motor Vehicles	NGC in county where vehicle abandoned	Once	Not required if retail value of vehicle is \$600 or less	Notice may contain multiple listings of abandoned vehicles	31-13-106 p. 59
Abandoned vehicle, on private property, sale at public auction by property owner	Property Owner	NGC in county where vehicle impounded	Not less than 10 days before sale, once a week for 2 consecutive weeks			31-13-108 p. 59
Abandoned vehicle, sale at public auction	Sheriff	NGC in county where vehicle impounded	Once, not less than 10 days before sale	Only applies to vehicles with a retail value of \$600 or more		31-13-108 p. 59
Common Motor Carriers, Sales at Public Auction of Vehicles for Nonpayment of Compensatory Fee	Department of Revenue and Taxation	Published in county of carrier's residence; if none, in county where vehicle seized	4 weeks		See 1-6-201 and 1-6-203 p. 1	37-18-707 p. 60
Seized vehicles with altered VIN's, sale at public auction	State Highway Department	NGC in county where vehicle to be sold	Not less than 10 days before sale			31-11-104 p. 58
Traffic Violation Notices. Annual Summary	Fiscal offer of government agency to which traffic enforcement agency responsible	At least 1 local daily NGC				31-5-1212 p. 58

**Probate Estates and Wills**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Government Land, hearing on petition for establishment of heirs prior to issue of decedent's patent	Court Clerk	NGC in county where land located	Once a week for 3 successive weeks			2-9-204 p. 12
Missing Person, hearing on appointment of conservator	Clerk of Court	Published in county where matter pending; if none, then newspaper published in state and of general circulation in county	Once a week for 4 consecutive weeks		See WRCP, Rule 4 e I	3-3-202 p. 13
Missing Person, hearing on petition to designate	Clerk of Court	Published in county where property located	Not less than twice during 10 days before hearing			2-12-102 p. 13
Personal Representative, Appointment of					See Probate, Admission of . . .	
Personal Representative, suspension of powers when absent	Clerk of Court	Published in county where matter pending; if none, then newspaper published in state and of general circulation in county	Once a week for 4 consecutive weeks		See WRCP, Rule 4 e 5	2-3-130 p. 4

### Probate Estates and Wills

Probate, Admission of Estate, Appointment of Personal Representative	Personal Representative	Daily or weekly NGC in county where probate pending	once a week for 3 consecutive weeks			2-7-201 p. 10
Probate, admission of nonresident probate in Wyoming	District Judge		3 weeks	Property value cannot exceed \$150,00	See 1-6-201 and 1-6-203 p. 1	2-11-201 p. 13
Probate without Administration Petition for	Petitioner	Daily or weekly NGC in county where probate granted	Once a week for 3 consecutive weeks			2-6-122 p. 4
Property, exempt, hearing on order to show cause for setting off	District Court	NGC in county where probate pending	Once, not less than 10 days before sale	This notice may be combined with notice opening probate (2-7-201)		2-7-203 and 2-7-505 p. 11
Property, Real, Life Estate or Joint Interest In, Establishment of Rights Heirs	District Court	NGC in county where lands located	Once a week for 4 consecutive weeks before hearing			2-9-202 p. 12
Property, Right and Title to, application for decree establishing	Clerk of Court	NGC in county where property located	2 weeks	Notice can be otherwise as court orders	See 1-6-201 and 1-6-203	2-9-101 p. 12

**Probate Estates and Wills**

Property, Sale of Decedent's Real or Personal	Clerk of Court	Daily or weekly NGC in county where probate pending, and county where property located	Once a week for 3 consecutive weeks before sale	No notice required for perishable and personal property likely to depreciate in value, or family allowance		2-7-202 p. 10
---	----------------	--	---	--	--	------------------

**Property**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Personal Property, Execution Sale after Judgment	Officer who levies execution	Published in county if none, NGC in county	10 days before sale	Where private sale ordered, officer not required to publish until plaintiff pays for publication		1-17-312 and 1-21-601 p. 1/p. 2
Personal Property, writ of execution after judgment, bond for future delivery of property	Officer holding writ of execution	Published in county				1-17-311 p. 1
Personal Property, seized by peace officer, notice to show cause why it should not be sold or forfeited	Law Enforcement Agency	Published in county where matter pending; if none, then newspaper published in state and of general circulation in county	Once a week for 2 consecutive weeks		See WRCP, Rule 4 e 3	7-2-105 p. 14
Real Property, Foreclosure Sale		In county where realty located	4 consecutive weeks			1-18-101 p. 2
Real Property, Foreclosure of Mortgage, Sale		Printed in county where premises located. If none, in paper printed in state and of general circulation in county	4 consecutive weeks, at least once a week		Contents of Notice found at 34-4-105 p. 60	34-4-104 p. 60

**Property**

Real Property, Foreclosure of Mortgage, postponement of Sale		Where original advertisement published	Once a week for 2 consecutive weeks			34-4-109 p. 61
Real Property, Lost Corners, notice to parties interested in establishment of	County Surveyor or any registered land surveyor	Published in county; if none, NGC nearest county	Once a week for 4 consecutive weeks	Publication only if written notice cannot be made upon property owners or their agents because of non-residence		18-3-704 p. 39
Real Property, Public Nuisance, determination that building is, order for repair or demolition	State Fire Marshal or Chief of Fire Department or District	Published in county where matter pending; if none, then newspaper published in state and of general circulation in county	Once a week for 4 consecutive weeks		See WRCP, Rule 4 e 3	35-9-111 p. 65
Real Property, Real Estate Subdivisions, intent to apply for permit	Applicant		Once a week for 2 weeks within 30 days before filing application with Board of County Commissioners			18-5-306 p. 42



**Property**

Real Property, variance, air or land, request for	Administrator of Appropriate Division of State Department of Environmental Quality	NGC in county where property for which variance sought located	Once a week for 4 consecutive weeks prior to hearing date		This section does not apply to variances for water use	35-11-601(a) p. 67
Real Property, variance, air or land, hearing on objection renewal	Administrator of Appropriate Division of State Department of Environmental Quality	NGC in county where property for which variance sought located	Once a week for 4 consecutive weeks prior to hearing date		This section does not apply to variances for water use	35-11-601(f) p. 67

**Rules, Regulations, Ordinances, Laws**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Municipal Ordinance	Governing Body	NGC in city/town	At least once	If no such newspaper, ordinance to be posted. Emergency ordinances need only be published as soon as practicable.	Newspaper must publish within 9 days of receipt	15-1-116 p. 25
Municipal ordinance, Recodification or Revision	Governing Body	NGC in city/town	At least once	If no such newspaper, ordinance to be posted. Emergency ordinances need only be published as soon as practicable	Newspaper must publish within 9 days of receipt	15-1-116 p. 25
Supreme Court, Rules or Forms, adoption of	Supreme Court				Publication as and where Supreme Court designates	5-2-116 p. 13
Wyoming Constitution, Amendments	Secretary of State	NGC published in each county	Once a week for at least 12 consecutive weeks prior to election		Compute time periods using 22-2-110 p. 48	22-20-104 p. 50
		and if possible: one other NGC in each county	Once a week for 3 consecutive weeks within 30 days before election			

**Taxation and Tax Sales**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Personal Property, tax sales for delinquent taxes	County Treasurer	Published in county, if none, NGC in county	10 days before sale		See 1-17-312 p. 1	39-13-108 p. 75
Real Property, tax sales for delinquent taxes	County Treasurer	Published in county	Once a week for 3 weeks, first publication at least 4 weeks prior to sale and prior to first week in September	If no such newspaper notice can be posted.	See statute for additional publication requirements	39-13-108 p. 75
Taxpayer remedies, methods for refund	County		Each year		Shall publicize in a manner reasonably designed to notify all residents of the county.	39-13-109 p. 77

**Water**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
Abandonment of Water Rights, initiated by benefited or injure water user, hearing on	Superintendent of Water Division where abandonment claimed to have occurred	NGC in county where abandonment occurred	Once a week for 3 consecutive weeks	Notice by publication only where notice by certified mail cannot be accomplished	Cost of advertisement to be paid by contestant	41-3-401 p. 79
Abandonment of Water Rights, initiated by State engineer, hearing on	Superintendent of Water Division where abandonment claimed to have occurred	NGC in county where abandonment occurred	Once a week for 3 consecutive weeks	Notice of publication only where notice by certified mail cannot be accomplished	Cost of advertisement to be paid by State Engineer	41-3-402 p. 79
Adjudication of water rights - Service on unknown parties when defendants number 1000 or more	Clerk of Court	Published in each county where interests and rights of use affected; if no newspaper in any county, publication for that county in newspaper published in State and of general circulation in county	4 consecutive weeks -- if published in daily, 1 insertion a week sufficient			1-37-106 p. 3
Appropriation Permits, Amendment, hearing on petition before State Engineer	State Engineer	At least 1 issue of any NGC in community where water right or valid permit is located	Not less than 15 days before hearing			41-4-514(b) p. 86

**Water**

Appropriation Permits, Amendment, hearing on petition before Superintendent of Water Division	State Board of Control	At least 1 issue of NGC in community where water right involved is located				41-4-514(e) p. 86
Appropriation Permits, Forfeiture of Water Rights, Notice of Default to Permit Holder	State Engineer	NGC published in county; if none, then in paper published in Wyoming and in general circulation in county	For 3 weeks, last publication at least 2 months before cancellation of permit	Publication only if permit holder can't be reached by registered mail, or address unknown		41-4-506 p. 85
Drainage District, Petition to create, Hearing on	Clerk of Court	Published in each county from which any part of proposed district to be taken; if none in any county, published in adjoining county	20 days notice at least once a week for 3 consecutive weeks	No publication necessary if personal service on landowners		41-9-104/41-9-107 p. 93
Drainage District, Adjourned Hearing on Petition to create for additional parties not served	Court	Published in county where party's land lies; if none, in some newspaper published in adjoining county	Not less than 14 days before adjourned hearing	No publication necessary if notice served personally		41-9-109 p. 94

**Water**

Drainage District, hearing on preliminary report of Drainage District Commissioners	Court	1 or more published in each county where any proposed land for district located; if none in 1 or more in adjoining county	Once a week for 3 consecutive weeks before hearing date			41-9-128 p. 94
Drainage District, hearing on alteration of boundaries	Clerk of Court	Published in each county where any land of district located; if none, in some newspaper in adjoining county	At least 3 weeks, prior to date of hearing	Publication not necessary when notice served personally or landowners waive (41-9-226)	Different content requirements in different counties when land in several counties (41-9-225)	41-9-224 p. 94
Drainage District, hearing to show cause why judgment should not be entered against petitioners after dismissal of petition	Court	1 or more, published in county where proceedings pending	At least 3 successive weeks before hearing date			41-9-232 p. 95
Drainage District, hearing on additional assessments	Commissioners of District or Court	1 published in each county where lands or parts of lands in district located	At least once each week for 3 consecutive weeks			41-9-245 p. 95

**Water**

Drainage District, Sale of property and issuance of deed for delinquent assessments	County Treasurer					41-9-249 p. 96
Drainage District, Advertisement for Bids when cost of work exceeds \$500	District Commissioners	Published in county where petition filed, and may advertise in one or more elsewhere. If none in county where petition filed, in some newspaper published in adjoining county				41-9-260 p. 96
Drainage District, Division of Land from organized District, hearing on petition	Clerk of Court	Published in county where any part of district located; if none, published in adjoining county nearest land	20 days notice, at least once a week for 3 successive weeks			41-9-303 p. 96
Drainage District, Dissolution, election on petition	District Commissioners	1 or more published in each county where any portion of district lands located	4 successive weeks			41-9-602 p. 97

**Water**

Flood Control District, establishment, election on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Flood Control District, issuance of bonds, election	County Clerk	NGC in district	Once, not less than 30 days nor more than 40 days before election			41-3-802(a) / 22-21-104 p. 85/p. 50
Flood Control District, Board of Directors, election	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Instream Flows, application for and hearing	Applicant	NGC in area near proposed reservoir site or stream segment	Once a week for at least 2 consecutive weeks before hearing			41-3-1006 p. 84
Irrigation District, Establishment, hearing on petition	Clerk of Court	Published in each county where any lands of district to be located; if none, then in adjoining county	20 days notice, at least once a week for 3 consecutive weeks			41-7-204 p. 86



**Water**

Irrigation District, Adjudgment of Establishment hearing to serve persons not served with notice	Clerk of Court	Published in county where person's land lies; if none, then published in adjoining county	Not less than 14 days before new hearing	Notice may also be served personally		41-7-206 p. 87
Irrigation District, Alteration in boundaries, hearing on commissioner's report	Clerk of Court	Published in each county where any lands affected located. If none, in adjoining county	At least 3 consecutive weeks before hearing date	No publication necessary if notice served personally or waived by landowners	Notice requirements differ in different counties when land situated in several counties	41-7-308 p. 87
Irrigation District, hearing to show cause why judgment should not be entered against petitioners when petition dismissed	Clerk of Court	One or more published in county where proceedings pending	At least 3 successive weeks before hearing date			41-7-313 p. 88
Irrigation District, Sale of property for delinquent tax assessment	County Treasurer					41-7-404 p. 88

**Water**

Irrigation District, Advertisements for Bids where cost exceeds \$2500	District Commissioner	Published in county where petition filed, and may advertise in 1 or more published elsewhere; if none, some newspaper published in adjoining county				41-7-412 p. 89
Irrigation District, Authority to Issue Interest Bearing Warrants, hearing on petition	Court	NGC in county where district or greatest portion located	1 week, last publication at least 10 days before hearing date			41-7-502 p. 89
Irrigation District, United States Contract and related assessments, hearing on petition	Clerk of Court	NGC in each county where district located	3 consecutive weeks			41-7-602 p. 89
Irrigation District, or Irrigation and Power District, bonds called for redemption	Commissioners of District	NGC printed and published in office county	Once a week for 3 successive weeks, first publication not less than 30 days nor more than 90 days before redemption date			41-7-916 / 41-7-917 p. 92
Irrigation District or Irrigation and Power District, Sale of Revenue Bonds	Board of Commissioners	Published in office county or any other newspaper at Board's discretion	At least 2 weeks		See 1-6-201 and 1-6-203 p. 1	41-7-921 p. 92

**Water**

Irrigation District or Irrigation and Power District, cancellation of Bonds, hearing on	Board of Commissioners	Published in office county	Once a week for at least 2 successive weeks			41-7-933 p. 92
Irrigation District, Dissolution, election on petition	Board of Commissioners	1 or more published in each county where district located	For 4 successive weeks			41-7-1002 p. 92
Irrigation District, hearing to show cause why district shouldn't be dissolved	Court	Published in each county where district located	For 4 successive weeks before hearing			41-7-1005 p. 93
Irrigation District, conversion to Public Irrigation and Power District Hearing on					See Public Irrigation and Power District, Election to convert Irrigation District to (this heading)	
Irrigation Works, forfeiture of construction contract					See Government owned Property and Public Lands	
Irrigation Works, lands open for settlement and water available					See Government owned Property and Public Lands	
Point of Diversion of Foreign Waters, hearing on petition to change	Division Superintendent of proper Water Division	NGC in county where proposed change of point of diversion located	4 consecutive weeks			41-3-212 p. 79

**Water**

Public Irrigation and Power District, Establishment, hearing on	Clerk of Court	Published in each county where any lands of district to be located; if none, then in adjoining county	20 days notice, at least once a week for 3 consecutive weeks		See 41-7-204	41-7-705 p. 90
Public Irrigation and Power District, advertisement for bids when cost exceeds \$1000	District Board of Directors	1 or more NGC's in district; at discretion of Board, in additional newspapers, trade and technical periodicals	For 3 consecutive weeks, not less than 20 days intervening between first and last publication dates	No publication needed if any of cost for work to be met by grants of labor or aid from federal/state agency without contract		41-7-813 p. 90
Public Irrigation and Power District, conversion to Irrigation District	Secretary of District	Published in each county where any lands of district located	At least once a week for 3 consecutive weeks, at least 20 days before election date			41-7-832 p. 91
Public Irrigation and Power District, election to convert Irrigation District to	Clerk of Court	Published in each county where any lands of irrigation district located; if none, published in adjoining county	At least once a week for 3 consecutive weeks			41-7-854 p. 91
Submerged Lands, change of Water Rights, hearing on petition	State Board of Control	At least 1 issue of NGC in community where water right located				41-3-107 p. 78

**Water**

Underground Water District, adjudication of	Appropriate Superintendent	NGC in counties where district located	2 issues			41-3-914 p. 83
Underground Water District, Adequacy of water for all appropriators, hearing to determine	State Engineer	NGC in area	Once, not more than 30 days before hearing date			41-3-915(a) p. 83
Underground Water District, termination of agreement, hearing	State Engineer	NGC in each county where district lies	Once, at least 2 weeks before hearing			41-3-915(d) p. 84
Underground Water District, application to appropriate underground water from district	State Engineer	NGC in county where appropriation would be located	At least once a week for 3 consecutive weeks			41-3-932 p. 84
Water Conservancy District, Establishment, hearing on petition	Clerk of Court					41-3-723 p. 80
Water Conservancy District, Change of Boundaries, Petition	Secretary of District Board of Directors	Published in county where lands located				41-3-751 p. 80
Water Conservancy District, Exclusion of Lands, Petition	Secretary of District Board of Directors	Published in county where lands or major portion located				41-3-752 p. 80

**Water**

Water Conservancy District, Issuance of Bonds, resolution and Election	Board of Directors	NGC printed and published in district	Once a week for 2 consecutive weeks, last publication at least 10 days before election			41-3-755 p. 81
Water Conservancy District, Board's powers, petition to judicially examine	Clerk of Court	Weekly NGC published in county where principal office of district located	At least 5 consecutive issues			41-3-758 p. 81
Water Conservancy District, Allotment of water, petition by municipality	Secretary of District Board of Directors	Published in county where municipality located	Once a week for 2 successive weeks			41-3-772 p. 82
Water Conservancy District, Allotment of water, petition by Irrigation District	Secretary of District Board of Directors				No publication requirements given; can be taken to be as 41-3-772	41-3-773 p. 82
Water Conservancy District, Allotment of water, petition by person or corporation	Secretary of District Board of Directors				No publication requirements given; can be taken to be as 41-3-772	41-3-774 p. 82
Water Conservancy District, Assessments, hearing on objection to	District Board of Directors	NGC in each county; if none, published in adjoining county	2 issues, a week apart, prior to third Monday in July each year an assessment made			41-3-776 p. 82

**Water**

Water District, Sewer District, or Water and Sewer District (General publication statute applicable to all following Water District Statutes, unless specified otherwise)		At least 1 NGC in district	At least once a week for 3 consecutive weeks by 3 weekly insertions, first publication at least 15 days before designated time or event. No need to publish on same day in each week, but not less than 14 days to intervene between first and last publication		Day of first publication excluded; day of last publication included	41-10-101 p. 97
Water District, Sewer District, or Water and Sewer District, Establishment, hearing on petition	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by the Special District Election Act, See 22-29-103 p. 50	22-29-109 p. 50
Water District, Sewer District or Water and Sewer District, Establishment, election	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by the Special District Election Act, See 22-29-103 p. 50	22-29-110 p. 51

**Water**

Water District, Sewer District, or Water and Sewer District, Annual Financial Statement, Summary	District Board of Directors	NGC in district	1 issues, during next succeeding 2 weeks following audit			41-10-110 p. 97
Water District, Sewer District, or Water and Sewer District, Board or Directors Election	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by the Special District Election Act, See 22-29-103 p. 50	22-29-112 p. 52
Water District, Sewer District, or Water and Sewer District, advertisement for bids where cost of work exceeds \$7,500	Board of Directors	See 41-10-101, above	See 41-10-101, above	No publication needed for purchase of patented and manufactured products sold in noncompetitive market or solely by manufacturer's authorized dealer		41-10-113(a) p. 98
Water District, Sewer District or Water and Sewer District, Enlargement, Exclusion, or Merger, petition	County Commissioners	NGC in affected counties	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50



**Water**

Water District, Sewer District, or Water and Sewer District, Enlargement, Exclusion, or Merger election on	County Clerk	NGC in affected counties	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Water District, Sewer District, or Water and Sewer District, Issuance of Bonds, Election	District Board of Directors	NGC in political subdivision	First publication must be not less than 20 days before election			41-10-130 p. 98
Water District, Sewer District, or Water and Sewer District, creation of indebtedness or issuance of bonds, election on proposition	Board of Directors	See 41-10-101, above	See 41-10-101, above - but, first publication not less than 20 days before election			41-10-130 p. 98
Water District, Sewer District, or Water and Sewer District, Issuance of Bonds, resolution ordering	Board of Directors	NGC in district	Once			41-10-140 p. 98
Water Rights, Adjudication of	Board of Directors	NGC in county where stream located	2 issues, at least 30 days before beginning of testimony-taking			41-4-302 p. 84

**Water**

Water Rights, Evidence following taking of testimony available for inspection	Division Superintendent	NGC in county where adjudication is proceeding	1 issue			41-4-309 p. 85
Water Rights, foreclosure of by lienholder	Lienholder	NGC published in county where land and water right located	For 6 consecutive weeks			36-7-504 p. 70
Watershed Improvement District, Establishment, Hearing	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Watershed Improvement District, Inclusion of Additional Territory after Establishment Hearing, hearing on	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing	Notice may also be served personally	Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-109 p. 50
Watershed Improvement District, Creation of District, elections	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

**Water**

Watershed Improvement District, Enlargement, Exclusion or Merger, hearing on	County Commissioners	NGC in each affected county	Twice, second notice must be at least 10 days before hearing		Governed by Special District Elections Act, See 22-19-103 p. 50	22-29-109 p. 50
Watershed Improvement District, Enlargement, Exclusion or Merger, election	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once, at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51
Watershed Improvement District, Board of Directors, Election	District Secretary	NGC in each affected county	Open-positions published once not more than 120 nor less than 100 days before election; qualified candidates, once not later than 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-112 p. 52
Watershed Improvement District, Bond Issuance, hearing on	Board of Directors	NGC within boundaries of organized district	At least twice with an interval of 6 days between 2 publication dates		See 41-8-101 (d) p. 93	41-8-114
Watershed Improvement District, Bond Issuance, referendum	County Clerk	NGC in each affected county	Election notice, once, not more than 50 days nor less than 40 days before election; sample ballot, once at least 10 days before election		Governed by Special District Elections Act, See 22-29-103 p. 50	22-29-110 p. 51

Watershed Improvement District, Contract, hearing on proposal to let	Board of Directors	NGC within boundaries of organized district	At least twice with an interval of 6 days between 2 publication dates		See 41-8-101 (d) p. 93	41-8-116(a)
Watershed Improvement District, Assessments, hearing on objections to	Board of Directors	NGC within boundaries of organized district	At least twice with an interval of 6 days between 2 publication dates		See 41-8-101 (d) p. 93	41-8-118
Yellowstone River Compact, Proposed Diversion of water, application for	State Engineer	At least 3 NGC's within State, and if proposed point of diversion within Wyoming, at least 1 NGC in county where diversion point to be located	3 consecutive weeks			41-12-605 / 41-12-606 p. 99

**Zoning**

<b>Notice</b>	<b>Responsible Party</b>	<b>Newspaper</b>	<b>Frequency and Duration</b>	<b>Exceptions</b>	<b>Notes</b>	<b>Statute Number and Page</b>
County Planning and Zoning, Commission, Plan, hearing on	Planning and Zoning Commission	NGC in county	Once at least 30 days before hearing			18-5-202(b) p. 42
Planning and Zoning recommendations, hearing prior to adoption	Board of County Commissioners	NGC in county	Once at least 14 days before hearing			18-5-202 (c ) p. 42
Zoning District, Establishment, election	Board of County Commissioners	Published in county	Once a week for 4 weeks before election date			18-5-104 p. 41
Zoning Regulations, Municipal, hearing on	City or Town	NGC in city or town	At least 15 days			15-1-602 p. 26

# MANUAL

**TITLE 1: CODE OF CIVIL PROCEDURE  
CHAPTER 6: PROCESS, NOTICE AND LIS PENDENS  
ARTICLE 2: PUBLICATION OF NOTICE**

**W.S. § 1-6-201. Manner of publishing generally.**

“All notices by law directed, authorized or permitted to be made by publication may be published once each week during the period of time for which the notice is required by law to be published. All such weekly publications made in a newspaper issued more than once each week shall be published in the same issue in each succeeding week for the required publication period.”

*Note:* See Definitions, Newspaper of General Circulation, Appendix.

**W.S. § 1-6-202. Notice for certain number of days.**

“Whenever the law requires or permits the publication of a notice for a certain number of days prior to any action, unless otherwise provided by law the publication may be made weekly as provided in W.S. 1-6-201, and as often as such weekly publication can be made during the period of time for which such publication is required by law to be made, the first publication to be made as many days prior to such action as the law requires.”

**W.S. § 1-6-203. Notice for specified number of weeks.**

“In all cases where under the laws a notice is required or permitted to be published for a specified number of weeks, it is sufficient that the publication be made once each week for the number of issues corresponding to the number of weeks for which such publication is required to be made, provided that not more than twenty (20) days shall intervene between the date of the last publication and the time set for the intended action. In no case shall the notice given for a longer time than required by law be held defective for that reason.”

**CHAPTER 17: ENFORCEMENT OF JUDGMENTS  
ARTICLE 3: LIEN OF JUDGMENT AND ENFORCEMENT BY EXECUTION**

**W.S. § 1-17-311. Bond for future delivery of property; failure to perform.** “When an officer levies an execution upon any goods and chattels which afterwards remain unsold for any reasonable cause, the officer may for his own security, take a bond from the defendant, with security he deems sufficient to the effect that the property shall be delivered to the officer holding the execution for the sale of same at the time and place appointed by the officer, either by notice given in writing to the defendant...or by advertisement printed in a newspaper published in the county, naming the day and place of sale.\*\*\*”

**W.S. § 1-17-312. Notice of execution sale.**

“Unless a private sale is ordered...,the officer who levies execution upon goods and chattels, shall cause public notice to be given of the time and place of sale at least ten (10) days before the day of sale. The notice shall be given by advertisement in a newspaper published in the county or, if no newspaper is published therein, then in a newspaper of general circulation in the county.”

*Note:* See W.S. § 1-21-601.

**W.S. § 1-17-325. Printer's fees for notice.**

“The officer who makes a levy or holds an order of sale may demand of the plaintiff the fees of the printer for publishing the notice and the officer is not required to make publication until the fees are paid.”

**CHAPTER 18: SALE AND REDEMPTION OF REALTY SOLD UNDER MORTGAGE EXECUTION**

**W.S. § 1-18-101. Sale to be at public vendue; hours of sale; notice required; penalty.** “(a) No lands or tenements shall be sold by virtue of any execution or decree of foreclosure unless: (i) The sale is by public vendue between the hours of 10:00 a.m. and 5:00 p.m. of the same day; (ii) The time and place of holding the sale was previously advertised for four (4) consecutive weeks in a legal newspaper of general circulation in the county where the lands and tenements are situate... (b) The notice shall state the names of the plaintiff and defendant in the action, and the time and place of sale. In all notices the lands or tenements to be sold shall be described with reasonable certainty by appropriate description. The notice shall state ‘The property being foreclosed upon may be subject to other liens and encumbrances that will not be extinguished at the sale and any prospective purchaser should research the status of title before submitting a bid.’”

**ARTICLE 6: SALES EXECUTION**

**W.S. § 1-21-601. Notice of sale.**

“The officer having levied upon goods and chattels by virtue of an execution shall without delay give public notice by advertisement in a newspaper published or widely circulated in the county where the property is to be sold. The notice shall state the time and place of sale, describe the goods and chattels, and shall be published at least ten (10) days before the day of sale.”

**CHAPTER 22: ADOPTION**

**W.S. § 1-22-107. Service of petition and order; when service by publication permitted; exception.**

“(a) Prior to the hearing [on petition to adopt a child] a copy of the petition...and all orders to show cause shall be served on any persons whose consent...is required\*\*\*. Service shall be made in the same manner as provided for by rule 4 of the Wyoming Rules of Civil Procedure\*\*\*. Service by publication is specifically allowed where the defendant resides out of state, or his residence cannot, with reasonable diligence, be ascertained.\*\*\*”

*Note:* See Rule 4, Wyoming Rules of Civil Procedure, Appendix.

**CHAPTER 25: CHANGE OF NAME**

**W.S. § 1-25-103. Notice to be given by publication.**

“Public notice of the petition for a change of name shall be given in the same manner as service by publication upon nonresidents in civil actions.”



*Note:* See Rule 4, Wyoming Rules of Civil Procedure, Appendix.

### **CHAPTER 33: RECEVIERS**

#### **W.S. § 1-33-108. Publication of notice of appointment of receiver; requiring claims to be presented.**

“Within thirty (30) days after a receiver is appointed and qualified if the court so orders, the receiver shall publish for three (3) weeks in a newspaper of the county in which he is appointed a notice that he is appointed receiver, stating the date of the appointment and requiring all persons having claims against the person, company, corporation or partnership for which the receiver is appointed to exhibit their claims to the receiver within the four (4) months from the date of the first publication of the notice, and if the claims are not exhibited within the four (4) months they are forever barred from participation in the assets of the receivership.”

#### **W.S. § 1-33-109. Publication of notice of appointment of receiver; proof of publication; procedure when claimant out of state.**

“After the notice is given as required, a copy with an affidavit of publication must be filed in the office of the clerk of court\*\*\*.\*\*\*”

### **CHAPTER 37: UNIFORM DECLATORY JUDGMENTS ACT**

#### **W.S. § 1-37-106. Adjudication of water rights.**

“(a) The state of Wyoming upon the relation of the attorney general may institute an action to have determined in a general adjudication the nature, extent, and relative priority of the water rights of all persons in any river system and all other sources\*\*\*.\*\*\*

(ii) When the potential defendants number one thousand (1,000) or more, personal service of a summons and complaint shall not be required and (A) the court shall order that the clerk obtain service on known potential defendants by mailing a court-approved notice of the action by certified mail..., and (B) the court shall order that the clerk obtain service on all unknown parties by publication of said notice for four (4) consecutive weeks in a newspaper published in each of the counties within which interests in and rights to the use of water may be affected by the adjudication. If there is no newspaper in one (1) or more of said counties, then publication for such counties shall be in one (1) or more newspapers published in the state, and of general circulation within said counties. If publication is in a daily newspaper, one (1) insertion a week shall be sufficient;

(iii) The complaint for such a general adjudication shall be captioned: ‘In re the General Adjudication of All Rights to Use Water in the .... River System and All Other Sources, State of Wyoming’;”

## **TITLE 2: WILLS, DECEDENTS’ ESTATES AND PROBATE CODE**

### **CHAPTER 1: GENERAL PROVISIONS**

#### **ARTICLE 2: DISTRIBUTION BY AFFIDAVIT AND SUMMARY PROCEDURE**

#### **W.S. § 2-1-205. Summary procedure for distribution of real property; application for decree; notice by publication; presumptive evidence of title; effect of false statements.**

“(a) If any person dies who is the owner of personal or real property, including mineral interests, but whose entire estate including personal property does not exceed two hundred thousand dollars (\$200,000.00), the person or persons claiming to be the distributees of the decedent may file, not earlier than thirty (30) days after the decedent's death, an application for a decree in the district court of the county where the property is situated...(c) After publication of the notice of application once a week for two (2) consecutive weeks in a newspaper of general circulation in the county, or otherwise as the court may order, the court shall consider the application\*\*\*.”

**CHAPTER 3: FIDUCIARIES  
ARTICLE 1: IN GENERAL**

**W.S. § 2-3-130. Suspension of personal representative's powers for waste; notice by publication.**

“If the personal representative has absconded, conceals himself or has absented himself from the state, notice by publication may be given him of the pendency of the proceedings.”

*Note:* See Rule 4, Wyoming Rules of Civil Procedure, Appendix.

**CHAPTER 6: WILLS  
ARTICLE 1: IN GENERAL**

**W.S. § 2-6-122. Petition and procedure for filing and probate of will without administration.**

“(d) After the entry of the order admitting the will to probate, the petitioner shall, at his own expense, cause to be published once a week for three (3) consecutive weeks in a daily or weekly newspaper of general circulation in the county in which the probate was granted a notice in substantially the following form:

State of Wyoming	)		In the District Court
	)		..... Judicial District
County of	)		Probate No. ....
In the Matter of the	)	Ss	Notice of Proof of
Estate of	)		Will Without
	)		Administration
....., Deceased.	)		

TO ALL PERSONS INTERESTED IN SAID ESTATE:

You are hereby notified that on the.... day of...., (year), the Last Will and Testament of Decedent was admitted to probate by the above named court and there will be no present administration of the estate. Any action to set aside the Will shall be filed in the Court within three (3) months from the date of the first publication of this notice, or thereafter be forever barred.

Dated ....., (year).

Proponent

PUBLISH: (once a week for three (3) consecutive weeks)”

**CHAPTER 7: ADMINISTRATION OF ESTATES  
ARTICLE 2: NOTICES**

**W.S. § 2-7-201. Admission of will or estate to probate and appointment of personal representative; contents; form.**

“Upon admission of a will or an estate of an intestate decedent to probate and issuance of letters, the personal representative shall cause to be published once a week for three (3) consecutive weeks in a daily or weekly newspaper of general circulation in the county in which the probate is pending, a notice of admission of the will or estate to probate and of the appointment of the personal representative. The notice shall state that any action to set aside the probate of the will shall be brought within three (3) months from the date of the first publication of the notice or thereafter be barred. The publication shall include a notice to debtors to make payment and to creditors having claims against the decedent to file them with the necessary vouchers in the office of the clerk of court from which the letters were issued within three (3) months from the date of the first publication of the notice, or thereafter be forever barred. The notice required by this section shall be substantially in the following form:

State of Wyoming	)		
	)		In the District Court
County of .....	)		.... Judicial District
	)		Probate No. ....
	)		Notice of Probate
In the Matter of the Estate	)	Ss	
)	)		
of	)		
)	)		
....., Deceased.	)		

TO ALL PERSONS INTERESTED IN SAID ESTATE:

You are hereby notified that on the.... day of...., (year), the estate of the above named decedent was admitted to probate by the above named court, and that.... was appointed personal representative thereof. or--

You are hereby notified that on the.... day of...., (year), the Last Will and Testament of decedent was admitted to probate by the above named court, and.... was appointed personal representative thereof. Any action to set aside the Will shall be filed in the Court within three months from the date of the first publication of this notice, or thereafter be forever barred.

Notice is further given that all persons indebted to the decedent or to his Estate are requested to make immediate payment to the undersigned at ....., Wyoming.

Creditors having claims against the decedent or the estate are required to file them in duplicate with the necessary vouchers, in the office of the Clerk of said Court, on or before three months after the date of the first publication of this notice, and if such claims are not so filed, unless otherwise allowed or paid, they will be foreverbarred.

Dated...., (year). Personal Representative....

PUBLISH: (once a week for 3 successive weeks).”

**W.S. § 2-7-202. Public auction of real or personal property; contents.**

“(a) When a sale of real or personal property of a decedent is ordered and is to be made at public

auction, notice of the time and place of sale shall be published in a daily or weekly newspaper of general circulation in the county in which the probate is pending and in the county in which such property is situate once a week for three (3) consecutive weeks next before the sale, except in the case of perishable and other personal property likely to depreciate in value or which will incur loss by being kept, and as much other personal property as may be necessary to pay the allowance made to the family of the decedent.

(b) Notice shall set forth the time and place of sale and a description of the property offered for sale, and may provide that any and all bids may be rejected by the personal representative.\*\*\*”

**W.S. § 2-7-203. Order to show cause for setting off exempt property; form.**

“(a) The order to show cause shall be published once in a newspaper of general circulation in the county in which the probate is pending\*\*\*. The publication... shall be not less than ten (10) days prior to the date set for hearing.

(b) The publication and notice maybe combined with the notice opening the probate\*\*\*.

(c) The notice shall be substantially in the following form:

State of Wyoming	)		In the District Court
)			
County of .....	)		.... Judicial District
)			Probate No. ....
In the Matter of the Estate	)	Ss	
)			
Of	)		Order to Show Cause
)			
....., Deceased.	)		

Petition having been filed in this Court praying to have the exempt property of the Estate, including homestead, set over to the person or persons entitled thereto.

Now, therefore, it is hereby ordered that all persons interested appear before this Court sitting in...., Wyoming, on the.... day of...., (year), at the hour of.... o'clock in the.... room, to show cause why the exempt property should not be set over to the person or persons entitled thereto.

It is further ordered that a copy of this Order be published on the.... day of.... (year), in a newspaper of general circulation and that copies of this Order be mailed to the heirs and beneficiaries of the decedent not less than ten (10) days prior to the date set for said hearing.

Dated this .... day of ....., (year).

BY THE COURT:

PUBLISH:

Judge .....

Note: See W.S. § 2-7-505.

**W.S. § 2-7-206. Proof by affidavit; filing thereof.**

“(a) The proof of publication of the notices required in W.S. 2-7-201, 2-7-202 and 2-7-203 shall be by affidavit of the publisher.\*\*\*

(c) The affidavits for proof of publication...shall be filed with the clerk of court from which the letters were issued.”

**ARTICLE 5: PROPERTY ALLOWANCE FOR SURVIVING SPOUSE AND MINOR CHILDREN**

**W.S. § 2-7-505. Procedure for setting off exempt property.**

“Any time during the administration of an estate and after the first publication of notice of

opening the probate..., any person interested may file a petition...praying to have the exempt property of the estate including the homestead set over to the person or persons entitled thereto. Upon filing of the petition, the court shall require all persons interested to appear on a day certain to show cause why the exempt property should not be set over to the person or persons entitled thereto. The order shall be published once in a newspaper of general circulation in the county in which the probate is pending\*\*\*. The publication...shall be not less than ten (10) days prior to the date set for the hearing. At the time set for the hearing\*\*\*. The publication and notice may be combined with and included in the notice of opening the probate\*\*\*”

**CHAPTER 9: PROCEEDINGS TO ESTABLISH TITLE WITHOUT  
ADMINISTRATION  
ARTICLE 1: SURVIVING REMAINDERMEN OR JOINT TENANTS**

**W.S. § 2-9-101. Petition to establish rights upon death of owner of life estate or joint interest in realty; notice; decree; recording and effect thereof.**

“If any person dies seized of a life estate which terminates by reason of his death, or of an estate by the entireties, or of an estate by joint tenancy or joint estate with another, any person interested in the property or in the title thereto may file in the district court of the county in which the property is situated a verified petition setting forth such facts. After two (2) weeks notice by publication in a newspaper of general circulation in the county, or otherwise as the court may order, the court shall hear the petition\*\*\*.\*\*\*”

**ARTICLE 2: DETERMINATION OF HEIRSHIP**

**W.S. § 2-9-202. Application by petition two years after death; fixing time for hearing; notice thereof; contents.**

“Upon filing the petition the court shall fix a time for hearing the petition not less than thirty (30) days after the filing thereof. Notice of the time and place of hearing shall be given to all persons interested in the proceeding including creditors, heirs and devisees, setting forth the filing of the petition, the date of the supposed death of the deceased, his place of residence, a description of the real property or interest therein of which he died seized or a description of the real property on which he had made an entry but had not yet received patent and the interest in the real estate of the petitioner. The notice shall be published once a week in a newspaper of general circulation in the county for four (4) consecutive weeks prior to the hearing.\*\*\*”

**W.S. § 2-9-204. Procedure when applicant for public land dies and patent issued to heirs.**

“(a) Whenever any person makes entry on any land in the United States and dies before patent for the same is issued and patent thereafter is issued to the heirs at law of the decedent, any person interested in the lands as heir at law or devisee or as grantee or assignee of such heirs at law or devisee, or the personal representative of any of them if deceased, may file a petition in the district court in and for the county wherein the land or any part thereof is situate, setting forth the date of death of the decedent, the date of issuance of the patent and that the patent was issued to the heirs at law of the deceased person, the land described therein, the names, ages and residence if known of the heirs at law of the deceased persons and a request that a decree be entered by the court establishing who are the heirs at law of the deceased person. Upon filing of the petition the clerk of court shall make an order fixing the time and place of hearing of the petition not less than thirty (30) days from the filing of the petition.

(b) Notice of the time and place for hearing the petition shall be given by publishing notice thereof at least once each week for three (3) successive weeks in some newspaper of general circulation in the county and the mailing of true copies to all known heirs of the deceased person at least ten (10) days prior to the date fixed for the hearing. Proof of publication and mailing shall be made to the court upon the hearing.”

**CHAPTER 11: FOREIGN WILLS  
ARTICLE 2: ANCILLARY ADMINISTRATION**

**W.S. § 2-11-201. Probate of estates of nonresidents.**

“In case of a nonresident's estate having property in this state not exceeding in value the sum of one hundred fifty thousand dollars (\$150,000.00), which estate has been duly probated and settled in another state, the probate of the estate in this state may be dispensed with upon filing with the district judge in the proper county a petition under oath showing the facts in the case together with certified copies of the petition, order of appointment of executor or administrator, inventory and final decree of distribution of estate therein, and a full showing that debts of the estate have been paid and the district judge giving notice by publication for the period of three (3) weeks of the intention of the petitioner to have the probate proceedings admitted in this state as a probate of the estate.\*\*\*”

**CHAPTER 12: ADMINISTRATION OF ESTATES OF MISSING PERSONS**

**W.S. § 2-12-102. Publication of notice of hearing; service on persons named in petition.**

“The clerk shall publish not less than twice during the ten (10) days prior to the day appointed a notice in some newspaper published in the county, stating that the petition will be heard at the courtroom of the court at the time appointed for the hearing. \*\*\*”

**TITLE 3: GUARDIAN AND WARD  
CHAPTER 3: CONSERVATORSHIPS  
ARTICLE 2: CONSERVATORSHIPS FOR ABSENTEES**

**W.S. § 3-3-202. Original notice governed by rules of civil procedure.**

“Notice of the filing of the petition and of the time and place set for the hearing on the petition shall be served upon the absentee by publication as provided by the Wyoming Rules of Civil Procedure.”

**TITLE 5: COURTS  
CHAPTER 2: SUPREME COURT  
ARTICLE 1: IN GENERAL**

**W.S. § 5-2-116. Rules and forms governing pleading, practice and procedure in all courts;  
rules to be entered in proceedings; effective date; notice.**

“Upon the adoption of any rule or form the supreme court shall enter it in its proceedings and shall fix the date upon which such rule or form shall become effective but such effective date shall be at least sixty (60) days after notice thereof has been published by the supreme court in such publication as it may designate. \*\*\*”

**TITLE 7: CRIMINAL PROCEDURE  
CHAPTER 2: PEACE OFFICERS**

**W.S. § 7-2-105. Disposition and appraisal of property seized or held; notice and order to show cause; judgment.**

“(c) If the property is lost, mislaid, abandoned or unclaimed or if possession of the property is unlawful, the law enforcement agency shall seek in circuit court or district court an order to show cause why the property should not be sold or forfeited and sold at public auction or transferred to the use of the law enforcement agency.\*\*\*

(d) Notice and proceedings on the order to show cause shall be according to the Wyoming Rules of Civil Procedure, provided notice by publication shall be once each week for two (2) consecutive weeks.\*\*\*

(k) Sale of the property shall be at public auction to the highest bidder for cash after two (2) weeks public notice as the court may direct.\*\*\*”

*Note:* See Rule 4, Wyoming Rules of Civil Procedure, Appendix.

**TITLE 8: GENERAL PROVISIONS  
CHAPTER 4: LEGAL TIME AND HOLIDAYS**

**W.S. § 8-4-101. Legal holidays; dismissal of schools.**

“(a) The following days are legal holidays in and for the state of Wyoming:

- (i) New Year's Day, January 1;
- (ii) Washington's and Lincoln's birthdays, to be observed on the third Monday in February;
- (iii) Memorial Day, to be observed on the last Monday in May;
- (iv) Independence Day, July 4;
- (v) Labor Day, to be observed on the first Monday in September;
- (vi) Repealed by Laws 1990, ch. 21, § 2.
- (vii) Veterans Day, November 11;
- (viii) Thanksgiving Day, to be observed on the fourth Thursday in November;
- (ix) Christmas Day, December 25;

\*\*\*

(xi) Upon declaration by the governor of this state, any date appointed or declared by the president of the United States as an occasion of national mourning, rejoicing or observance of national emergency;

(xii) Martin Luther King, Jr., Wyoming Equality Day, to be observed on the third Monday in January.

(b) If New Year's Day, Independence Day, Christmas Day or Veterans Day fall upon a Sunday, the Monday following is a legal holiday.

(c) On Washington's and Lincoln's birthdays, Veterans Day, Martin Luther King, Jr., Wyoming Equality Day and all days upon which general elections are held, the public schools of any district shall not be dismissed except by order of the board of trustees of the district, but proper exercises may be held in the schools on these days to emphasize their significance and importance.”

*Note:* See Rule 6, Wyoming Rules of Civil Procedure, Appendix.

**TITLE 9: ADMINISTRATION OF THE GOVERNMENT CHAPTER 4 PUBLIC FUNDS ARTICLE 8: DEPOSITS AND DEPOSITORIES**

**W.S. § 9-4-814. Sale of collateral.**

“The state treasurer may sell any or all collateral that may be pledged as security for the deposit of any state funds in any depository under this act, at public or private sale, whenever there shall be a failure or refusal upon the part of any state depository, to pay over the funds, or any part thereof or interest thereon, upon the demand or order of the state treasurer, or his authorized deputy on the state depository. Notice of the sale of collateral given as security for deposits is required only if the state treasurer finds that the collateral is illiquid. If notice is required, it shall be given by publication once each week for three (3) consecutive weeks in a newspaper of general circulation in the county or counties in which real estate, in the case of mortgages, or the local governments, in the case of local government bonds, are located.\*\*\*”

**W.S. § 9-4-818. Deposits by political subdivisions; applications by, and approval of, banks; rate of interest; defaults.**

“(a) \*\*\* No monies shall be deposited by any treasurer except in banks and savings and loan associations which have been approved by the proper governing board.

(b) If any depository defaults, the treasurer for the local government may sell any or all collateral that is pledged as security for the deposit of public funds in the depository at public or private sale. Notice of the sale of the collateral is required only if the treasurer determines that the collateral is illiquid. If notice is required, it shall be given by publication in a newspaper of general circulation in the county or counties in which real estate, in the case of mortgages, or local governments, in the case of local government bonds, are located, once each week for three (3) consecutive weeks.”

**TITLE 10: AERONAUTICS  
CHAPTER 5: MUNICIPAL AND COUNTY AIRPORTS  
ARTICLE 1: POWERS OF LOCAL GOVERNMENT**

**W.S. § 10-5-101. Powers of municipalities and counties generally; rules and regulations.**

“(a) Municipal corporations and counties within the state are authorized at the discretion of their governing boards, acting either singly or jointly to:

\*\*\* (iv) Lease or let any portion of the area, buildings or facilities to any private person or corporation, upon terms deemed satisfactory. Notice shall be given by publication at least once a week for two (2) consecutive weeks in a newspaper published in a town or county in which the airport is located when it is proposed that all the area and total facilities are to be leased\*\*\*.”

**TITLE 11:  
AGRICULTURE, LIVESTOCK AND OTHER ANIMALS  
CHAPTER 5: WEED AND PEST CONTROL**

**W.S. § 11-5-104. District board of directors; appointment; terms; vacancies; compensation and expenses.**

“(a) The county commissioners of each district shall hold a public meeting for appointing a district board of directors for the district. Prior to the meeting the county commissioners shall establish the number of members of the district board and shall establish district board member areas. The county commissioners may seek the advice and counsel of the members of the former district board for the establishment of district board member areas. Each district board member area shall be contiguous. Notice of the meeting shall be advertised at least once in the designated official newspaper of the county and posted on the county's official website in the manner provided in W.S.



18-3-516(f) at least twenty (20) days prior to the date of the meeting. The notice shall solicit nominations for directors by petition signed by at least ten (10) landowners to be submitted at least five (5) days before the date of the meeting.”

**W.S. § 11-5-303. Program components; funding; rulemaking authority; penalties.**

“\*\*\* (b) Pursuant to this article a district may implement an integrated management system on two (2) undesirable plants or on two (2) pests or a combination of one (1) undesirable plant and one (1) pest but under no circumstance shall the program exceed a total of two (2).

(c) Any district which implements a special management program under this article shall:

(i) Establish one (1) or more management zones within the district. A management zone can only be formed with the written consent of a majority of the landowners in the proposed management zone;

(ii) Complete an inventory on lands within each management zone to determine the scope of infestation;

(iii) Establish management criteria for the special management program;

(iv) Select the materials and methods for the special management program based upon best available scientific facts, current technology and economic considerations;

(v) At least ten (10) days before final approval of the program by the district supervisors, publish notice in at least one (1) newspaper of general circulation within the county describing the special management program, listing the participating landowners and stating the approximate cost of the program.\*\*\*”

**CHAPTER 6: PREDATORY ANIMALS  
ARTICLE 2: DISTRICTS AND DISTRICT BOARDS**

**W.S. § 11-6-209. Annual meetings of predator management boards.**

“Annual meetings for the election of members of boards of directors of predator management districts shall be called by the president of each board. The meetings shall be called by a notice published in the manner provided by W.S. 11-6-203.”

**W.S. § 11-6-203. Manner of calling annual meeting of predator management districts; when held; election of chairman and secretary.**

“\*\*\*Each Board Shall:\*\*\* (ii) Publish a notice stating the time and place of any meeting of the district and that directors of the board representing livestock interests as provided in W.S. 11-6-202(a)(i) and (ii) shall be elected at the meeting. Notice shall be published once in a newspaper of general circulation in the district ten (10) days prior to the date of the meeting\*”

**CHAPTER 11: BUYING, STORING, SELLING GRAIN**

**W.S. § 11-11-105. Surety bond required; amount; approval by department; conditions; exception.**

“(a) Each applicant for a warehouseman's or warehouse license shall post a cash bond, acceptable irrevocable letter of credit or execute and file with the department a good and sufficient surety bond in an amount determined by the department based on the maximum number of hundred weight the warehouseman can store in the warehouses for which the bond is required, but not less than twenty thousand dollars (\$20,000.00).\*\*\*

(b) Cash bonds, irrevocable letters of credit and surety bonds shall not be released by the

department until an audit has been completed and satisfied. The department shall publish a public notice for sixty (60) days prior to any bond being released.

(c) In the event a warehouseman does not renew his license in accordance with W.S. 11-11-103 or suspends normal business operations, the department shall post a public notice in a paper of local distribution for sixty (60) days prior to the closure of the warehouse.”

## **CHAPTER 16: CONSERVATION DISTRICTS**

### **W.S. § 11-16-102. Definitions.**

“(a) As used in this act.\*\*\*

(vi) “Due notice” for those provisions other than election and referendum provisions, means notice published at least twice, with an interval of six (6) days between the two (2) publication dates, in a newspaper of general circulation within the boundaries of the proposed or organized district, or by posting at five (5) conspicuous places within the organized or proposed district, such posting to include, where possible, posting at public places where it may be customary to post notices concerning county or municipal affairs generally. Except as otherwise provided in this act, the notice of any hearing required under this act shall fix the time, place and purpose, which shall be not less than ten (10) or more than fifteen (15) days after the first publication or first posting of the notice. Any hearing held pursuant to such notice may be adjourned from time to time without renewing the notice for the adjourned dates. Notice for any election or referendum required by this act shall be as specifically provided in this act, or if not specifically provided in this act, as required in the Special District Elections Act of 1994.\*\*\*”

### **W.S. § 11-16-117. Districts; termination; dissolution procedures; determination by board of agriculture; legal effects of dissolution.**

“(a) After five (5) years after the organization of a district under this act, any ten (10) owners of land lying within the district may petition the commission that the operations of the district be discontinued and the existence of the district terminated. The commission may conduct public meetings and hearings upon the petition as necessary in the consideration thereof. Within sixty (60) days after a petition has been filed with the commission, it shall give notice of a referendum as provided in the Special District Elections Act of 1994.\*\*\*

(b) The commission shall publish the result of the referendum.\*\*\*”

### **W.S. § 11-16-119. District supervisors; nomination; qualifications; election; term.**

“Within thirty (30) days after issuance by the secretary of state of a certificate of organization of a conservation district, applications for election under the Special District Elections Act of 1994 may be filed with the commission by candidates for supervisors, who shall be owners of land within the district. The commission may extend for not to exceed thirty (30) days the time within which applications may be filed. The commission shall give notice of an election to be held for the election of three (3) supervisors for the district. All qualified electors within the district are eligible to vote. The three (3) supervisors first elected shall draw lots, one (1) for a term of two (2) years, and two (2) for a term of three (3) years. Thereafter supervisors shall be elected each year to serve for a full term of three (3) years. The number of supervisors elected each year shall be determined by the number of supervisors whose terms expire at that time. The commission shall provide for all elections, supervise the conduct thereof, and prescribe regulations governing the conduct of all elections, and shall make public the result thereof.”

**W.S. § 11-16-120. District supervisors; elections under Election Code and for new districts.**  
“(a) District supervisors shall be elected in subsequent elections under the Special District Elections Act of 1994 and as hereinafter provided for new districts.\*\*\*”

**W.S. § 11-16-134. Imposition of tax; vote of electors required.**

“\*\*\* (c) [T]he proposition to impose a tax under this act shall be submitted on an election date authorized under W.S. 22-21-103, or by mail ballot pursuant to W.S. 22-29-115 and 22-29-116. A notice of election shall be given by the county clerk in at least one (1) newspaper of general circulation published in the county wherein the election is to be held and shall specify the object of the election. The notice shall be published at least once each week for a thirty (30) day period preceding the election.\*\*\*”

(i) If this proposition is approved, the same proposition shall be submitted at the second following general election or by mail ballot pursuant to W.S. 22-29-115 and 22-29-116, and thereafter at succeeding general elections or by mail ballot pursuant to W.S. 22-29-115 and 22-29-116, every four (4) years until the proposition is defeated, or

(ii) If this proposition is approved, the tax shall remain in effect until a petition to discontinue the tax, signed by not less than ten percent (10%) of the voters of the district, is received by the board of county commissioners, and the proposal to discontinue the tax is approved by the voters. The proposal to discontinue the tax shall be submitted to the voters of the district at the expense of the county at the next general election or by mail ballot pursuant to W.S. 22-29-115 and 22-29-116 for approval or disapproval.”

**CHAPTER 24: ESTRAYS**

**W.S. § 11-24-104. Stallions and jacks generally.**

“If any horse or ass not gelded, two (2) years old or upwards, is found running at large, it is lawful for any person to take up the horse or ass and give notice to the owner or keeper if known. If the owner or keeper does not appear within six (6) days thereafter and pay thirty dollars (\$30.00) to the person possessing the animal, the person shall advertise the horse or ass and the same proceedings shall be had as provided in the case of stray animals \*\*\*” [See W.S. 11-24-114, below].

**W.S. § 11-24-114. Publication of list of unclaimed estrays.**

“The executive officer of the livestock board shall annually, during the last week of December, send two (2) lists of unclaimed estrays for which he has received payments, to the county clerk of each county, who shall post one (1) copy in a conspicuous place in the courthouse and place one (1) copy on file in his office. The executive officer shall also cause to be published in a newspaper of general circulation in each county from which any stray included in the list was shipped, a notice to the public that the list of estrays is available for examination.”

*Note:* Statute refers to W.S. 1-6-201 through 1-6-203.

**CHAPTER 31: DOGS**  
**ARTICLE 2: LICENSING, ETC.; CONTROL DISTRICTS**

**W.S. § 11-31-212. Rabies control districts; establishment; notice.**

- “(a) The board of county commissioners of any county may establish a rabies control district by resolution when in the judgment of the board and the county health officer a district is necessary.\*\*\*
- (b) The resolution creating the rabies control district shall be published at least once a week for two (2) successive weeks in a newspaper of general circulation in the county wherein the district is located.”

**ARTICLE 3: ANIMALS RUNNING AT LARGE**

**W.S. § 11-31-301. Public nuisance; notice; penalties; rules and regulations; animal control districts and officers.**

- “(a) A board of county commissioners may declare the running at large of any specified animals in unincorporated areas within the county limits a public nuisance.
- (b) Notice of such a declaration shall be published in a newspaper of general circulation within the county and notices may be placed in appropriate locations. The notice shall specify any regulations necessary and convenient for animal control and shall state that:
- (i) It is a public nuisance for one (1) or more specified animals to be running at large in unincorporated areas;
  - (ii) A fine shall be imposed on the owner of such animal and restitution for any damages to person or property caused by the animal shall be made by the owner;
  - (iii) Dogs or other animals, whose ownership cannot be determined, may be destroyed.\*\*\*”

**CHAPTER 33: LIVESTOCK DISTRICTS**

**W.S. § 11-33-103. Creation; landowners' petition; notice of hearing.**

“Within twenty (20) days after a petition has been filed, the board of county commissioners shall set a date for hearing the petition. Notice of the hearing shall be given by posting notices in three (3) conspicuous places in the proposed livestock district and by publication for two (2) weeks previous to the hearing in a newspaper published in the county nearest the proposed livestock district.”

**CHAPTER 35: AGRICULTURAL  
MARKETING**

**W.S. § 11-35-109. Marketing orders; notice of issuance or suspension; when effective.**

“Upon the issuance of any marketing order or any suspension, amendment or termination thereof, a copy of the notice shall be published in the official newspaper of general circulation published in each county of the state.\*\*\*”

**TITLE 12: ALCOHOLIC BEVERAGES**  
**CHAPTER 4: LOCAL LICENSES**  
**ARTICLE 1: APPLICATIONS**

**W.S. § 12-4-104. Publication of notice; grant or denial; renewal preference; copy of application and notice to commission; judicial review.**

“(a) When an application for a license, permit, renewal or any transfer of location or ownership thereof has been filed with a licensing authority, the clerk shall promptly prepare a notice of application, place the notice conspicuously upon the premises shown by the application as the proposed place of sale and publish the notice in a newspaper of local circulation once a week for two (2) consecutive weeks. When a county is the licensing authority, the county clerk shall also post the notice on the official website of the county in the manner provided in W.S 18-3-516(f). When a city or town is the licensing authority, the city clerk shall also post the notice on the city or town's official website if one exists. The notice shall state that a named applicant has applied for a license, permit, renewal or transfer thereof, and that protests against the issuance, renewal or transfer of the license or permit will be heard at a designated meeting of the licensing authority. Each applicant shall, at the time of filing his application, pay the clerk an amount sufficient to cover the costs of publishing notice. Notices may be substantially in the following form:

**NOTICE OF APPLICATION FOR A ....**

Notice is hereby given that on the .... day of .... (year) (name of applicant) filed an application for a .... license (permit), in the office of the clerk of the city (or town or county) of .... for the following described place (and room) (insert description) and protests, if any there be, against the issuance (transfer or renewal) of the license (permit) will be heard at the hour of ....M., on the .... day of .... (year), in the (meeting place of the governing body).

Dated ....

Signed .... \*\*\*

(c) The owner and holder of an expired liquor license or permit or one due for expiration has a preference right to a new license for the same location. After the required notice and a public hearing, each application claiming renewal preference shall be promptly considered and acted upon by the licensing authority.\*\*\*”

**TITLE 13: BANKS, BANKING AND FINANCE  
CHAPTER 2: ORGANIZATION OF BANKS  
ARTICLE 2: CHARTERING OF BANKS – FINANCIAL INSTITUTIONS BOARD**

**W.S. § 13-2-207. Procedure upon filing of articles of incorporation, application and other information.**

“Upon filing with the state banking commissioner the articles of incorporation as required by W.S. 13-2-201 and 13-2-202, an application and any other information required by the rules and regulations of the board, the state banking commissioner shall notify the applicants in writing within thirty (30) calendar days of any deficiency in the required information or that the application has been accepted for filing. When the state banking commissioner is satisfied that all required information has been furnished, he shall notify the chairman of the board who shall establish a time and place within the county of the proposed financial institution location for a public hearing which shall be not less than sixty (60) days nor more than one hundred twenty (120) days after notice from the state banking commissioner that the application is in order. Within thirty (30) days after receipt of notice of the time and place of the public hearing, the applicant shall cause notice of filing of the application and of the hearing to be published at applicant's expense in a newspaper of general circulation within the county where the proposed financial institution is to be located. Publication shall be made at least once a week for three (3) consecutive weeks before the hearing stating the proposed location of the financial institution, the names of the proposed applicants for a charter, the nature of the activities to be conducted by the proposed institution and other information as the board shall prescribe from time to time by rules and regulations. The applicant shall furnish proof of publication to the state banking commissioner not more than ten (10) days prior to the hearing.\*\*\*”

*Note:* Statute refers to W.S. 1-6-201 through 1-6-203.

## **ARTICLE 4: DIRECTORS**

### **W.S. § 13-2-402. Election; term; vacancies; number.**

“(a) \*\*\* All elections [of directors of any bank] shall be held annually on a day designated by the directors on or before April 30.

(b) If the annual election of directors is not held at the time designated an election may be held within sixty (60) days thereafter following notice by publication in three (3) consecutive issues of a weekly newspaper printed in the county in which the bank is located, or if no newspaper is printed in the county then in a newspaper of general circulation in the state.\*\*\*”

## **CHAPTER 4: REORGANIZATION OF BANKS**

### **ARTICLE 1: MERGER, CONVERSION, CHANGE IN PLACE OF BUSINESS OR ARTICLES**

#### **W.S. § 13-4-101. Change in place of business.**

“(a) Any bank may apply in writing to the state banking commissioner for permission to change its place of business to any other municipality in the state.\*\*\*

(b) If the state banking commissioner determines that the change may be desirable, he shall hold a hearing upon the application pursuant to the Wyoming Administrative Procedure Act.

(c) The applicant shall publish notice of the hearing once a week for three (3) consecutive weeks in a newspaper of general circulation in all municipalities affected by the change.\*\*\*”

#### **W.S. § 13-4-106. Approval of merger by stockholders.**

“(a) A merger which is to result in a bank shall be approved by the stockholders of each merging bank by a vote of two-thirds (2/3) of the outstanding voting stock of each class at a meeting called to consider the action \*\*\*.

(b) Notice of the meeting of the stockholders shall be given by publication in a newspaper of general circulation in the county where the principal office of each merging bank is located, at least once a week for three (3) successive weeks, and by mail, at least fifteen (15) days before the date of the meeting, to each stockholder of record of each merging bank at his address on the books of his bank, who has not waived notice in writing. No notice by publication need be given if written waivers are received from the holders of two-thirds (2/3) of the outstanding shares of each class of voting stock. The notice shall state that dissenting stockholders will be entitled to payment of the value of only those shares which are voted against approval of the plan.”

#### **W.S. § 13-4-107. Publication of merger notice.**

“Upon approval of a merger agreement by the stockholders of each merging bank, the elements of the agreement shall be incorporated in a notice of the proposed merger with the effective date of the merger. The notice shall be published once each week for three (3) successive weeks in a newspaper of general circulation in each of the counties in which the merging banks are located.”

#### **W.S. § 13-4-109. Conversion of national bank, federally chartered savings bank or state savings and loan into state bank.**

“(a) A national bank, including a federally chartered savings and loan and a federally chartered savings bank, located in this state which follows the procedure prescribed by the laws of the

United States to convert into a state bank may be granted a state charter by the state banking commissioner \*\*\*.\*\*\*

(c) Before issuance of a charter notice of a conversion with its effective date shall be published once each week for three (3) successive weeks in a newspaper of general circulation in the county in which the financial institution is located.

(d) An affidavit evidencing the publication with a copy of the notice attached shall be filed with the state banking commissioner. The charter shall issue to become effective upon the effective date named in the notice.\*\*\*”

## **ARTICLE 2: INSOLVENCY**

### **W.S. § 13-4-203. Impairment of capital; generally.**

“(a) If the state banking commissioner has reason to believe that the capital of any bank is impaired he shall examine the bank and ascertain the facts. If he finds an impairment of capital, he shall require the bank to restore the deficiency within sixty (60) days after the date of the request.

(b) The directors of each bank which has been requested to restore a deficiency shall, within fifteen (15) days from the date of the request, levy an assessment upon the common stock of the bank to repair the deficiency. Written notice of the request and of the amount of the assessment shall be mailed to each stockholder at his last known address, or served personally upon him. If any stockholder fails to pay the assessment within thirty (30) days of mailing or serving the notice the directors of the bank may sell the stock of the stockholder to the highest bidder at public auction. Notice of the sale shall be published for ten (10) days in a newspaper of general circulation published in the county where the bank is located and a copy of the notice of sale shall be served on the owner of the stock personally or by mail at his last known address ten (10) days before the day of sale. The stock may be sold at private sale without public notice.\*\*\*”

## **ARTICLE 4: COLLECTIONS OF ASSETS**

### **W.S. § 13-4-402. Notice to creditors.**

“The state banking commissioner shall give notice in newspapers as he may direct weekly for three (3) consecutive months, notifying persons who may have claims against the bank to present them to the state banking commissioner and to make legal proof of the claims at a place and a time not earlier than the last day of publication specified in the notice.\*\*\*”

## **ARTICLE 6: CONSERVATORSHIP**

### **W.S. § 13-4-604. Termination; effect on payments and notice.**

**Background:** The state banking commissioner may appoint a conservator for a bank in order to conserve the assets of the bank for depositors and creditors [W.S. 13-4-601]. The state banking commissioner may terminate the conservatorship and permit the bank to resume the transaction of business subject to limitations he may prescribe in the public interest [W.S. 13-4-603].

**W.S. § 13-4-604:** “\*\*\*\*(b) Before the conservator turns back the affairs of the bank to its board of directors he shall give notice in a newspaper of general circulation in the community in which the bank is located. The notice shall state the date on which the affairs of the bank will be returned to its board of directors and that the provisions of W.S. 13-4-602 will not be effective fifteen (15) days after that date.\*\*\*”

## ARTICLE 7: COMPLETION OF LIQUIDATION

### W.S. § 13-4-701. Payment of stockholders.

“(a) If the state banking commissioner has paid the full amount of the claim to each depositor and creditor of the bank whose claims have been allowed, has made provision for unpaid deposits and has paid all the expenses of the liquidation, he shall call a meeting of the stockholders of the bank by giving notice for thirty (30) days in a newspaper published in the county in which the bank was located.\*\*\*”

## TITLE 15: CITIES AND TOWNS

### CHAPTER 1: GENERAL PROVISIONS

#### ARTICLE 1: POWERS AND MISCELLANEOUS PROVISIONS

### W.S. § 15-1-110. Minutes of meetings and titles of ordinances passed to be published; exception; contents; publication of names, salaries and wages of specified officials and employees; “department head” defined.

“(a) The governing body of any city or town shall designate a legal newspaper and publish once therein the minutes of all regular and special meetings of the governing body and the titles of all ordinances passed. If a newspaper is not published in the city or town the proceedings or ordinances shall be posted \*\*\*. The clerk of each city or town shall within twelve (12) days after adjournment of every meeting, furnish the newspaper a copy of the proceedings of the meeting. Except for salaries and wages published under subsection (b) of this section, the copy shall include any bill presented to the governing body stating the amount of the bill, the amount allowed, the purpose of the bill and the claimant. Claims for part-time employees may be summarized by department without listing each part-time employee. The newspaper shall publish the copy of proceedings within nine (9) days after receipt.

(b) A city or town required to publish minutes under subsection (a) of this section shall separately publish:

(i) Within sixty (60) days after the end of each fiscal year, the name, position and gross monthly salary of each full-time employee and each elected official. A brief statement shall accompany the salary publication specifying that all salaries are listed as gross monthly salaries or actual monthly wages, not including any fringe benefits such as health insurance costs, life insurance benefits and pension plans. The statement shall also indicate that the salaries or wages do not include any overtime the employee may earn which would be paid by the city or town;

(c) (Repealed)

(d) Subsection (b) of this section shall not apply to undercover personnel working in the law enforcement field.”

*Note:* This section requires inclusion of a listing of employees’ salaries in the minutes of council meetings. Record-Times v. Town of Wheatland, 650 P. 2d 297 (Wyo. 1982), Sheridan Newspapers, Inc. v. City of Sheridan, 660 P. 2d 785 (Wyo. 1983).



**W.S. § 15-1-112. Manner of disposing of municipal property; when advertising and bids not necessary.**

“(a) Except as otherwise provided in subsection (b) of this section and W.S. 15-1-113(a), before the sale of any property of any city or town valued at five hundred dollars (\$500.00) or more, an advertisement of the intended sale, describing the property and the terms of the sale, shall be published at least once each week for three (3) consecutive weeks in a newspaper having general circulation in the community, announcing a public auction or calling for sealed bids for purchase of the property.\*\*\*

(b) Any city or town, upon terms the governing body thereof determines, without advertising the sale or calling for bids, and after a public hearing, notice of which shall include the appraised value of all real properties involved and notice of proposed terms of any contract with an independent agency pursuant to paragraph (iii) of this subsection and is published at least once each week for three (3) consecutive weeks in a newspaper of general circulation in the county in which the city or town is located, may:

(i) Sell any property to:

(A) The state of Wyoming for the use of any agency or instrumentality thereof;

(B) Any agency or instrumentality of the state or federal government authorized to hold property in its own name;

(C) Any political subdivision of the state;

(D) Any person acquiring the property for a use which the governing body determines will benefit the economic development of the municipality.

(ii) Trade any real property the city or town owns for any other real property;

(iii) Contract with an independent agent to sell individual parcels of land for development as reasonable cost housing alternatives for prospective homeowners, provided the parcels have not been previously developed beyond the installation of basic utilities and a foundation.”

**W.S. § 15-1-113. Contracts for public improvements.**

“(a) All contracts for any type of public improvement, excluding contracts for professional services or where the primary purpose is emergency work or maintenance, for any city or town or joint powers board wherein at least one (1) member is a municipality shall be advertised for bid or for response if a request for proposal or qualification for construction manager agent, construction manager at risk or design-builder is used, if the estimated cost, including all related costs, exceeds a bid threshold of thirty-five thousand dollars (\$35,000.00), except that a contract for the purchase or lease of a new automobile or truck shall be advertised regardless of cost and if there is an automobile or truck for trade-in, it shall be included as a part of the advertisement and bid.\*\*\*

(b) The advertisement shall be published on two (2) different occasions, at least seven (7) days apart, in a newspaper having general circulation in the city or town, or if a joint powers board in any city or town which is a member of the board. The published notice shall state the place, date and time when the bids or proposals will be received and bids will be publicly opened and the place where interested persons may obtain complete specifications of work to be performed.\*\*\*

(f) In advertising for any bid, the forms of guarantee required under this section and approved by the city, town or joint powers board shall be specified. In addition, bidders shall be required to accompany each bid with a bid bond or if the bid is one hundred fifty thousand dollars (\$150,000.00) or less, any other form of bid guarantee approved by the city, town or joint powers

board, equal to at least five percent (5%) of the total bid amount, with sufficient surety and payable to the city, town or joint powers board. The bid guarantee shall be forfeited as liquidated damages if the bidder, upon the letting of the contract to him, fails to enter into the contract within thirty (30) days after it is presented to him for that purpose or fails to proceed with the performance of the contract. The bid guarantee shall be retained by the city, town or joint powers board until proper bond or other form of security satisfactory to the city, town or joint powers board to secure performance of the contract has been filed and approved. The right to reject any bid is reserved in all bid advertisements. All bids shall be numbered consecutively before they are opened and no further bids may be received after the advertised time of opening bids and any bid is publicly opened. The city, town or joint powers board shall give all persons who desire an opportunity to inspect all bids when they are opened. No bid may be considered unless accompanied by a bid guarantee in the required amount.

(g) No contract for which a bond or other form of financial guarantee approved by the city, town or joint powers board is required may be assigned or transferred in any manner except by operation of law or consent of the governing body endorsed on the contract. Assignment by any other means renders the contract null and void as to any further performance by the contractor or the assignee, without any act on the part of the city, town or joint powers board. The city, town or joint powers board may at once proceed to relet the contract or may at its discretion proceed to complete the contract as agent at the expense of the contractor and his sureties.

(h) Before any contractor or his representative receives a final payment on any contract for which a bond or other financial guarantee is required, the city, town or joint powers board shall publish in a newspaper of general circulation in the city or town, or in the case of a joint powers board in any member city or town, at least ten (10) days prior to the final payment, a notice to the effect that persons having claims for labor and material furnished the contractor shall present them to the city, town or joint powers board prior to the date specified for payment.\*\*\*”

**W.S. § 15-1-116. Ordinances; publication required; exception; attestation; recodification or revision.**

“(a) Every ordinance before becoming effective shall be published at least once in a newspaper of general circulation, which maintains a physical office at which advertisements are accepted and which is open to the public during regularly set business hours within the boundaries of the city or town. The newspaper shall publish the ordinance within nine (9) days from the date of receipt. If there is no such newspaper, the ordinance shall be posted\*\*\*.

(c) A recodification or revision of ordinances shall be published by title only together with a brief summary of the recodification or revision, in the manner provided in subsection (a) of this section for newspaper publication\*\*\*.”

**ARTICLE 2: INCORPORATION**

**W.S. § 15-1-205. Application; hearing; appointment of election inspectors; duties thereof; style of ballots.**

“(a) The board of county commissioners shall hear all parties interested in the application who appear and ask to be heard. If the board, after hearing, is satisfied that all the requirements of this article have been complied with and that the territory contains the required population, it shall make an order appointing three (3) inspectors.

(b) The inspectors shall:

(i) Call an election of all qualified electors residing within the territory to be held at some convenient place within its limits. The board of county commissioners shall determine the election date, which may be a date authorized under W.S. 22-21-103 or another date which is not

less than thirty (30) days after the entry of the order under subsection (a) of this section;  
(ii) Provide for a notice of the election which shall:  
(A) Be published at least once a week for three (3) consecutive weeks in some newspaper published within the territory, and posted in five (5) places within the territory, with the posting and publication occurring not less than three (3) weeks prior to the election;  
(B) If there is no newspaper published within the territory, be posted not less than three(3) weeks prior to the election in eight (8) public places therein.\*\*\*”

**W.S. § 15-1-206. Notice of election results; filing thereof; completion date.**

“(a) If a majority of the ballots cast at the election are in favor of incorporation, the county clerk, immediately after the report has been filed in his office, shall publish the result in a newspaper published within the county, or if there is none, the clerk shall post the result\*\*\*. A copy of the notice with proof of its publication or posting shall be filed in the office of the county clerk\*\*\*.\*\*\*”

**ARTICLE 4: ANNEXATION; DETERMINATION OF BOUNDARIES; ADDITION AND EXCLUSION OF LAND.**

**W.S. § 15-1-405. Annexing territories; public hearing required; notice thereof.**

“(a) In any annexation proceeding the governing body shall establish a date, time and place for a public hearing to determine if the proposed annexation complies with W.S. 15-1-402. The hearing shall be held not less than thirty (30) days nor more than one hundred eighty (180) days after the petition has been certified to be complete.

(b) The clerk shall give notice of the public hearing by publishing a notice at least twice in a newspaper of general circulation in the territory sought to be annexed. The first notice shall be given at least fifteen (15) business days prior to the date of the public hearing. The notice shall contain a location map which includes identifiable landmarks and boundaries of the area sought to be annexed and the area which will, as a result of the annexation then be brought within one-half ( ½ ) mile of the new corporate limits of the city, if it has exercised the authority granted under W.S. 15-3-202(b)(ii). The notice shall include a summary of the proposed annexation report prepared pursuant to W.S. 15-1-402(c).\*\*\*”

**W.S. § 15-1-416. Landowner petition to exclude tract from city or town; disposition thereof; exclusion of land for highway purposes.**

“(c) The governing body may exclude from any city or town land sufficient for the construction of state highways. Notice of the intended action and the time and place of public hearing for objections shall be published once each week for four (4) consecutive weeks prior to the hearing in a newspaper of general circulation within the city or town.\*\*\*”

**ARTICLE 6: ZONING**

**W.S. § 15-1-602. Regulations; powers of governing body; public hearing; notice.**

“\*\*\* (b) No regulation, restriction or boundary is effective until after a public hearing. At least fifteen (15) days notice of the time and place of the hearing shall be published in a newspaper of general circulation in the city or town.”

**CHAPTER 2: INCORPORATED TOWNS**

## **ARTICLE 2: FINANCES AND CLAIMS**

### **W.S. § 15-2-204. Notice of receipts and expenditures; contents.**

“(a) Immediately after the end of the fiscal year, the governing body shall publish in a newspaper, if one is published in the town, or if there is none then by posting in three (3) or more public places, an exhibit of the receipts and expenditures specifying:

- (i) The amount budgeted and actual receipts for all revenue sources;
- (ii) The specific amount and purpose of each appropriation; and
- (iii) The actual expenditures made against each appropriation.”

## **CHAPTER 4: ALTERNATIVE FORMS OF GOVERNMENT**

### **ARTICLE 1: COMMISSION [FORM OF GOVERNMENT]**

#### **W.S. § 15-4-110. Recall of officers.**

“(a) Any elected officer may be removed at any time by the qualified electors in the following manner: a petition signed by at least twenty-five percent (25%) of all the registered electors and demanding an election of a successor of the person sought to be removed shall be filed with the city clerk.\*\*\* If the petition is sufficient, the clerk shall submit it to the governing body without delay. The governing body shall then fix a date for holding the election, not less than thirty (30) days nor more than forty (40) days from the date of the clerk's certificate of sufficiency. The commission shall publish notice and arrange for holding the election\*\*\*.\*\*\*”

### **ARTICLE 2: CITY MANAGER [FORM OF GOVERNMENT]**

#### **W.S. § 15-4-306. Construction or reconstruction of sidewalks and curbs; landowner's duties; notice; assessment; establishing grade and parking width.**

“\*\*\* (b) If the manager considers it necessary that a sidewalk or curb be constructed, reconstructed or repaired, notice shall be served upon the owner of the land along which it is to be constructed or repaired specifying the manner in which it is to be constructed or repaired and the estimated cost which may be assessed if the city or town does the work. The notice shall be served personally upon the owner, or if he is not to be found within the city or town, it shall be sent to him by...mail.\*\*\* Otherwise it shall be published once in the official newspaper of the city or town. Unless the owner within two (2) weeks after service, mailing or publication of the notice, begins the construction or repair and completes it without delay, the manager shall have the work done at the expense of the permanent improvement revolving fund. Upon completion of the work, the manager shall certify the cost thereof to the clerk of the city or town. The governing body shall then fix a date for hearing upon the costs. The procedure for notice and hearing shall be as set forth in W.S. 15-6-405.\*\*\*” [See W.S. 15-6-405]

## **CHAPTER 5: FIRE AND POLICE DEPARTMENTS ARTICLE 3. POLICEMEN PENSIONS AND DEATH BENEFITS**

#### **W.S. § 15-5-301. Pension fund; establishment; separate accounts.**

“The governing body of any city or town maintaining a paid police department and having a population of more than four thousand (4,000), after ten (10) days published notice and a public hearing thereon, may establish a policemen pension fund. Any such fund established prior to July 1, 1981 shall be divided into two (2) separate accounts to be known as the existing account and

the new account. The existing account shall consist of contributions from police officers employed prior to July 1, 1981 and city or town contributions made in those officers' behalf. The new account shall consist of contributions made from police officers employed after June 30, 1981 and city or town contributions made in those officers' behalf.”

## **CHAPTER 6: LOCAL IMPROVEMENTS**

### **ARTICLE 2: BEGINNING PROCEEDINGS**

#### **W.S. § 15-6-202. Initiative resolution; contents; acceptable bids; notice to be published and mailed; caption.**

“(a) Any improvement may be initiated directly by the governing body by resolution declaring its intention to make improvements. The resolution shall specify with convenient certainty the streets or part thereof proposed to be improved, if the improvements are street improvements, the boundaries of the proposed assessment district, the character, kind and extent of the improvements and if paving is involved, the kinds of paving to be used. The resolution shall specify an estimate of the cost of the total improvement project and of each proposed assessment unit, if any, and also an estimate of the contract price of the total improvement project.\*\*\*

(b) If an improvement will result in a change in existing street elevations or grades, it is sufficient if the resolution of intention so states without a description, directly or by reference, of the extent or location of the change.

(c) If any part of an improvement is to be paid out of the general fund or road fund of the city or town, or out of funds available to the city or town from any other source, the resolution shall so state. If the improvement is to be maintained by the contractor for a specified period, not to exceed five (5) years, the resolution shall contain a statement to that effect and that the charge for maintenance is to be included in the assessment for the improvement.

(d) The resolution shall fix the time and place, when and where the governing body will meet to consider any remonstrances and objections to the proposed improvements, and the time within which remonstrances and objections must be filed with the city or town recorder. It shall direct the recorder to give a fifteen (15) day notice to all legal owners of record of the property liable to assessment for the proposed improvements by publishing the resolution in one (1) issue of some newspaper published in the city or town once a week or more often. If no newspaper is published within the city or town, notice may be published in any newspaper of general circulation in the county once a week or more often.\*\*\*

(e) The resolution when published...shall have the following caption:

“Notice to all persons liable to assessment for the improvement of (state names of streets or if improvement is not to be located in the streets, identify by general character and general location). The governing body of the city (city or town) on the.... day of.... passed the following resolution of intention.”

The resolution shall be set forth in full immediately after the caption of the notice.”

### **ARTICLE 3: PLANS, SPECIFICATIONS AND CONTRACTS**

#### **W.S. § 15-6-301. General requirements; cooperation with federal government.**

“(a) Immediately upon the passage of the ordinance, the city engineer shall prepare and file with the city clerk, plans and specifications which shall show in detail the work to be done, the quantities of material to be handled and the estimated cost of the improvements. The governing body shall approve the plans and specifications by motion or resolution.

(b) \*\*\*If the improvements are to be made by municipal contracts, the city clerk shall call for

bids by publishing a notice in at least one (1) issue of some newspaper published within the city or town or within the county in which the city or town is located and in such other papers as the governing body may provide in the ordinance.\*\*\*”

#### **ARTICLE 4: ASSESSMENTS AND BONDS GENERALLY**

##### **W.S. § 15-6-405. Assessments; roll; preparation and filing; hearing; notice; action by governing body; objections; amendments; certification.**

“(a) When an assessment roll for local improvements has been prepared, it shall be filed with the clerk of the city or town. The governing body shall then fix a date for hearing...and direct the clerk to give notice of the time and place of the hearing.\*\*\* The notice of the hearing shall be published at least twice, by two (2) weekly publications in a newspaper of general circulation in the city or town. However, at least fifteen (15) days must elapse between the date of the first publication and the date fixed for the hearing.\*\*\*

(c) All objections to the roll shall state clearly the grounds of objections and unless made within the time and in the manner prescribed are conclusively presumed to have been waived. If any roll is amended so as to raise any assessments or to include omitted property, a new time and place for hearing and a new notice of hearing on the amended roll shall be fixed and given as in the case of an original hearing.\*\*\*”

##### **W.S. § 15-6-410. Assessments; sale of property for delinquency; generally.**

“(a) If an assessment or any installment thereof is delinquent, the city or town, by general ordinance, may provide for the sale of property described in the local assessment roll\*\*\*

(b) The treasurer shall give notice of such sales by publishing a notice once a week for three (3) consecutive weeks in a newspaper published within the city or town, or if there is none, then in a newspaper of general circulation within the county. The notice shall contain a list of all property upon which assessments are delinquent with the amount of the assessments, interest, penalties and costs to date of sale, including the cost of advertising the sale, together with the names of the owners of the property, or the words “unknown owners,” as they appear upon the assessment roll. The notice shall include, in addition to the legal description of the property, the street address for the property used by the United States postal service when available, or the street address used by the county or municipality if available. The notice shall specify the time and place of sale and that the property described will be sold to satisfy the assessments, interest, penalties and costs due upon it.\*\*\*”

*Note:* Sale of property for an assessment is subject to redemption by the former owner. See W.S. 15-6-418.

##### **W.S. § 15-6-417. Assessments; property held in trust; sale thereof; procedure; notice.**

“(a) Any city or town, at any time after the period of redemption has expired and deeds have been issued to the city or town..., may sell any such property at public auction to the highest bidder for cash.\*\*\*

(b) Any such sale shall be conducted only after notice describing the property has been given and stating that the city treasurer, on the day specified, will sell the property at the front door of the building in which the governing body holds its sessions, between the hours of 10:00 a.m. and 4:00 p.m., and continue the sale from day to day, or withdraw the property from sale after the first day if he deems that the interests of the city or town so require. The notice shall be published at least five (5) times in a daily newspaper published within the city or town, or if there is none, then at least twice in any newspaper of general circulation in the county. At least

fifteen (15) days shall elapse between the date of the last publication of the notice and the day the property is sold.” [See W.S. 15-6-418]

**W.S. § 15-6-418. Assessments; redemption of sold property; procedure; notice; deed; results therefrom.**

“(a) Any property sold for an assessment is subject to redemption by the former owner, or his grantee, mortgagee, heir or other representative at any time within two (2) years from the date of the sale, upon...[appropriate] payment\*\*\*.\*\*\* If property is not redeemed within the period of two (2) years, the treasurer..., shall execute a deed for the property to the purchaser or his assigns. No deed may be executed until the holder of the certificate of sale has notified the owners of the property that he holds the certificate and that he will demand a deed therefor. The notice shall be given by personal service upon the owners. If the owners are nonresidents of the state or cannot be found within the state after diligent search, the notice may be given by publication in a newspaper of general circulation within the city or town once a week for three (3) successive weeks.\*\*\*”

**W.S. § 15-6-422. Assessments; omitted property; when assessed; resolution; notice and hearing; results therefrom.**

“(a) If for any reason property otherwise subject to assessment has been omitted from the assessment roll, the governing body... may assess it according to the special benefits accruing to the omitted property because of the improvement\*\*\*.

(b) \*\*\* [T]he governing body shall first pass a resolution:

(i) Setting forth that certain described property was omitted from the assessment;

(ii) Notifying all persons who may desire to object to appear at a meeting of the governing body at a time specified in the resolution; and

(iii) Directing the proper board, officer or authority to report at or prior to the hearing the amount which should be borne by each lot, tract or parcel of land or other property omitted.

(c) The resolution shall...published in the manner provided for the giving of notice in W.S. 15-6-202.\*\*\*”

*Note:* See W.S. 15-6-202.

**W.S. § 15-6-435. Bonds; payment of principal and interest; redemption call.** “The city or town treasurer shall pay the principal and interest on bonds issued out of the respective local improvement funds from which they are payable. If there is sufficient money in any local improvement fund over the amount required for the payment of maturing principal and interest to pay the principal of one (1) or more bonds, which are subject to redemption on the next interest payment date, the treasurer shall call in and pay those bonds in numerical order. Notice of the call shall be made by publication in a newspaper of general circulation within the city or town, or by mail to the holder, if known, not less than fifteen (15) days prior to the date of call and shall state that bonds no. ... (giving the serial number or numbers of the bonds called) will be paid on the call day, and interest on those bonds shall cease upon that date.”

**W.S. § 15-6-439. Payment of assessments; redemption from liability; notice; bonds; use of sums.**

“The owner of any... property charged with any assessments may redeem it from all or any portion of the liability for the contract price of the improvement by paying the entire assessment or any portion thereof charged against the lot or parcel of land, without interest, within thirty (30) days after notice to him of the assessment unless the legal owners of record of all of the property

assessed in the district have waived this thirty (30) day period. Unless the legal owners of record of all property assessed in the district waive the thirty (30) day cash payment period, the city or town treasurer... shall publish the notice in a newspaper of general circulation within the city or town. The notice shall be published once a week for two (2) consecutive weeks and shall specify that the roll is in his hands for collection and that any assessment thereon or any portion of any assessment may be paid at any time within thirty (30) days from the date of the first publication of the notice without penalty, interest or costs.\*\*\*”

## **ARTICLE 5: SIDEWALKS**

### **W.S. § 15-6-501. Contracts for construction.**

“Any first class city or any town having a population of four thousand (4,000) or more may provide by ordinance for letting to the lowest responsible bidder... a contract for the construction... of all cement or concrete sidewalks\*\*\*. The proposed ordinance shall be published at least two (2) times in a newspaper of general circulation within the city or town\*\*\*. The first publication of the ordinance shall be made... not less than thirty (30) days before the date for hearing objections.\*\*\* The ordinance shall provide that upon ordering the construction of any such sidewalk the city engineer or the street commissioner shall immediately give written notice thereof, served personally on the owner or owners... or by publication once a week for a period of four (4) weeks in a newspaper of general circulation within the city or town, fully describing the termini, course, width and character of the walk ordered. The notice shall provide for a period of thirty (30) days during which parties so desiring may construct the walk abutting their property, and that all the walks so ordered remaining unbuilt at the expiration of the thirty (30) days from the date of service, or of the first publication, shall be constructed by the contractor.\*\*\*”

## **ARTICLE 6: LIGHTING DISTRICTS**

### **W.S. § 15-6-603. Creation; contents of resolution; notice; hearing; installation and maintenance of posts.**

“(a) If the governing body desires to create a special lighting district, it shall propose a resolution designating the number of the district and describing its boundaries. The resolution shall state the:

- (i) Character and number of posts to be erected;
- (ii) Character of the lights to be maintained;
- (iii) Estimate of the cost of posts and erection;
- (iv) Proportion of the cost to be assessed against abutting property, including a street or other railway; and
- (v) Time the governing body will hear objections to the final adoption of the resolution.

(b) The proposed resolution shall be published at least five (5) times in a daily newspaper of general circulation within the city or town, or in a weekly newspaper in four (4) issues.\*\*\* The first publication of the resolution shall be made and the written notices served not less than thirty (30) days before the date set for hearing objections.

(c) \*\*\* If objections are made to the creation of the district by owners or agents representing more than one-half (1/2) of the total number of lineal feet frontage of all the property which would be assessed to defray the cost of the installation, the district shall not be created. Not less than six (6) months thereafter a resolution for the same or similar purpose covering the same territory may again be considered after notice and proceedings as provided for consideration of



the original resolution.\*\*\*”

**W.S. § 15-6-604. Creation; assessment; contents; notice, hearing and objections; final resolution.**

“(a) The governing body shall estimate the cost of erecting and furnishing the posts and on or before the first Monday in November of each year adopt a resolution levying and assessing all of the property embraced within the district with the entire cost of installing the lighting system.\*\*\*

(b) A notice signed by the city clerk stating that the resolution levying the assessment to defray the cost of installing the lighting system is on file in his office, subject to inspection for a period of five (5) days, shall be published at least once in a newspaper of general circulation within the city or town\*\*\*. The notice shall state the time and place at which the governing body will hear objections to the final adoption of the resolution. The hearing shall not be less than five (5) days after publication of the notice.\*\*\*”

**CHAPTER 7: PUBLIC IMPROVEMENTS  
ARTICLE 1: IN GENERAL**

**W.S. § 15-7-106. Bonds; notice; receiving bids; exception; limitation; private sale.**

“(a) After any bonds to be issued for any of the purposes set forth in this article, other than special improvement bonds, have been approved by a vote of the people, the governing body shall give notice by advertisement for three (3) consecutive weeks in a newspaper published in the city or town, if there is one, and if not, then in some newspaper of general circulation in the city or town, and in any newspaper published in other places as may be deemed expedient. The notice shall state that the city or town will receive bids for the sale of the bonds and shall give the time and place where bids will be received and opened.\*\*\*

(b) Bonds issued by a city or town to establish, construct, purchase or extend a system of sewerage may be sold to the state of Wyoming or the United States of America at a private sale, without advertisement.\*\*\*”

**W.S. § 15-7-107. Bonds; tax; interest; sinking fund; redemption.**

“A tax to be fixed by ordinance shall be levied each year to pay the interest on the bonds and to create a sinking fund for their redemption.\*\*\* If at any time after ten (10) years from the issue of the bonds the sum in the sinking fund equals or exceeds five hundred dollars (\$500.00), and from time to time thereafter when it accrues, the city or town treasurer shall publish a notice in a newspaper in the city or town that, thirty (30) days from the date of the notice, he will redeem the amount of bonds then payable, giving their number and giving preference to the oldest issue.\*\*\* A copy of the notice shall be sent to the bank designated as the place of payment of the interest on the bonds.”

**W.S. § 15-7-113. Borrowing and issuance of bonds for airports; notice; receiving bids.**

**Background:** A city or town may borrow money and issue coupon bonds to acquire, lease, purchase, equip, develop, improve or enlarge municipal airports or other air facilities. [W.S. 15-7-112]

**W.S. § 15-7-113:** “If a majority of the votes are “for the bonds,” the governing body shall publish a notice in a newspaper of general circulation in the city or town, and any other newspapers published in other places as deemed expedient, to the effect that the city or town will receive bids for the sale of the bonds and stating the time and place where bids will be received

and opened.”

## **ARTICLE 2: ELECTRIC CURRENT**

### **W.S. § 15-7-207. Election procedure; notice.**

**Background:** The governing body may sell a power plant or works if it judges sale to be in the best interest of the city or town’s inhabitants and after submitting the question to the qualified electors of the city or town.

**W.S. § 15-7-207:** “If the governing body of the city or town decides to submit the question of the sale of the property to a vote of the qualified electors, they shall publish, for a period of at least three (3) weeks before the election in a newspaper of general circulation in the city or town, a notice specifying the amount of the bid and the general terms and conditions contained in the proposal. A copy of the notice shall be posted for three (3) weeks immediately preceding the election in three (3) public places in the city or town.”

## **ARTICLE 3: PUBLIC PARKS**

### **W.S. § 15-7-303. Vacation from public use; hearing; notice; contents; objections.**

**Background:** If the governing body of any city or town may vacate from public use any public park or part thereof located within the corporate limits of the city or town. [W.S. 15-7-302]

**W.S. § 15-7-303:** “If the governing body considers it to be in the public interest to vacate any public park or part thereof from the public use to which it was dedicated, it shall set a time and place for a public hearing upon the proposal to vacate. Notice of the hearing shall be published for three (3) consecutive weeks prior to the hearing in a newspaper published in the county in which the city or town is located, or if there is no newspaper published in that county, then in a newspaper published in this state and of general circulation in that county. The notice shall contain a statement of the time, place and purpose of the hearing, the reason for the proposed vacation and shall provide that any person objecting to the proposed vacation shall file his objections with the city or town clerk in writing at least twenty-four (24) hours before the time of the hearing.”

## **CHAPTER 9: URBAN RENEWAL AND DOWNTOWN DEVELOPMENT**

### **ARTICLE 1: URRBAN DEVELOPMENT**

#### **W.S. § 15-9-109. Preliminary requirements for projects; hearing; publication and contents of notice.**

“(a) The local governing body, under rules or procedures it determines, shall hold a public hearing on any urban renewal project.

(b) A notice of the hearing shall be published in a newspaper having a general circulation in the area of operation of the municipality for two (2) successive weeks, with the last publication thereof to be at least five (5) days prior to the hearing. The notice shall:

- (i) Describe the time, date, place and purpose of the hearing;
- (ii) Generally identify the urban renewal area covered by the plan; and
- (iii) Outline the general scope of the urban renewal project under consideration.”

#### **W.S. § 15-9-116. Property acquired in project; disposition to private persons; procedure; notice; proposals; contracts.**

“(a) A municipality may:

- (i) Dispose of real property in an urban renewal area to private persons only under reasonable procedures it prescribes or as are provided in this section;
- (ii) By notice published once each week for four (4) consecutive weeks in a newspaper having a general circulation in the community, prior to the execution of any contract to sell, lease or otherwise transfer real property and prior to the delivery of any instrument of conveyance with respect thereto under the provisions of this section, invite proposals from and make available all pertinent information to private redevelopers or any persons interested in undertaking to redevelop or rehabilitate an urban renewal area or any part thereof. The notice shall:
  - (A) Identify the area or portion thereof;
  - (B) State that:
    - (I) Proposals shall be made by those interested within thirty (30) days after the last day of publication of the notice; and
    - (II) Information as is available may be obtained at the office designated in the notice.\*\*\*”

**W.S. § 15-9-124. Bonds; sale or exchange.**

**Background:** A municipality is empowered to issue bonds to finance an urban renewal project. [W.S. 15-9-119]

**W.S. § 15-9-124:** “Bonds may be sold at not less than par at public sales held after notice published prior to the sale in a newspaper having a general circulation in the area of operation and in any other medium of publication as the municipality determines \*\*\*.\*\*\*”

**W.S. § 15-9-136. Agency; annual reports.**

“An agency authorized to transact business and exercise powers under this chapter shall file with the local governing body on or before May 31 of each year report of its activities for the preceding calendar year.\*\*\* At the time of filing the report, the agency shall publish in a newspaper of general circulation in the community a notice to the effect that the report has been filed with the municipality and is available for inspection during business hours in the office of the clerk of the municipality and in the office of the agency.”

**ARTICLE 2: DOWNTOWN DEVELOPMENT AUTHORITY**

**W.S. § 15-9-208. Plan of development; procedure for approval; public hearings; notice thereof; findings of governing body.**

**Background:** Upon petition of 25% of the persons owning nonresidential property within a proposed downtown development district and following a public hearing, the governing body of a municipality may establish a downtown development authority by ordinance. [W.S. 15-9-204]

**W.S. § 15-9-124:** “\*\*\* (c) The governing body shall hold a public hearing on a plan of development or substantial modification of an approved plan of development after public notice by one (1) publication during the week immediately preceding the hearing, in a newspaper having a general circulation in the municipality. The notice shall describe the time, date, place and purpose of the hearing, shall generally identify the plan of development area covered by the plan and shall outline the general scope of the development project under consideration.\*\*\*”

**TITLE 16:  
CITY, COUNTY, STATE AND LOCAL POWERS  
CHAPTER 3: WYOMING ADMINISTRATIVE PROCEDURE  
ACT  
34**

**W.S. § 16-3-107. Contested cases; general procedure.**

“(a) In any contested case, all parties shall be afforded an opportunity for hearing after reasonable notice served personally or by mail. Where the indispensable and necessary parties are composed of a large class, the notice shall be served upon a reasonable number thereof as representatives of the class or by giving notice by publication in the manner specified by the rules or an order of the agency.

(b) The notice shall include a statement of:

(i) The time, place and nature of the hearing;

(ii) The legal authority and jurisdiction under which the hearing is to be held;

(iii) The particular sections of the statutes and rules involved;

(iv) A short and plain statement of the matters asserted. If the agency or other party is unable to state the matters in detail at the time the notice is served, the initial notice may be limited to a statement of the issues involved, and thereafter upon application a more definite and detailed statement shall be furnished.\*\*\*”

**CHAPTER 4: UNIFORM MUNICIPAL FISCAL PROCEDURES; PUBLIC RECORDS, DOCUMENTS AND MEETINGS**  
**ARTICLE 1: UNIFORM MUNICIPAL FISCAL PROCEDURES ACT**

**W.S. § 16-4-109. Budget hearings.**

**Background:** On or before May 15, the budget officer shall prepare a tentative budget for each fund of the municipality and file it with the governing body. [W.S. 16-4-104]

**W.S. § 16-4-109:** “(a) A summary of the proposed budget shall be entered into the minutes and the governing body shall publish the summary at least one (1) week before the hearing date in a newspaper having general circulation in which the municipality is located, if there is one, otherwise by posting the notice in three (3) conspicuous places within the municipality.\*\*\*”

**W.S. § 16-4-112. Transfer of unencumbered or unexpended appropriation balances.**

“At the request of the budget officer or upon its own motion after publication of notice, the governing body may by resolution transfer any unencumbered or unexpended appropriation balance or part thereof from one (1) fund, department or account to another.”

**W.S. § 16-4-114. Emergency expenditures.**

“If the governing body determines an emergency exists and the expenditure of money in excess of the general fund budget is necessary, it may make the expenditures from revenues available under W.S. 16-4-105(a)(ii) as reasonably necessary to meet the emergency. Notice of the declaration of emergency shall be published in a newspaper of general circulation in the municipality.”

**CHAPTER 6: PUBLIC PROPERTY**  
**ARTICLE 1: PUBLIC WORKS AND CONTRACTS**

**W.S. § 16-6-116. Final settlement with and payment to contractor; required notices.**

“When any public work is let by contract the commission, board or person under whose direction or supervision the work is being carried on and conducted and upon whose approval intermediate and final estimates are paid for the construction of the work, forty (40) days before the final estimate is paid, shall cause to be published in a newspaper of general circulation, published

nearest the point at which the work is being carried on, once a week for three (3) consecutive weeks, and also to post in three (3) conspicuous places on the work, a notice setting forth in substance, that the commission, board or person has accepted the work as completed according to the plans and specifications and rules set forth in the contract between the commission, board or person and the contractor, and that the contractor is entitled to final settlement therefor. The notice shall also set forth that upon the 41st day (and the notice shall specify the exact date) after the first publication of the notice the commission, board or person under whose direction or supervision the work has been carried on will pay to the contractor the full amount due under the contract.\*\*\*”

**TITLE 17: CORPORATIONS, PARTNERSHIPS AND ASSOCIATIONS**  
**CHAPTER 4: SECURITIES**

**W.S. § 17-4-104. Broker-dealers and agents; registration procedure generally; fees; successors; minimum capital requirements; surety bonds or deposits.** “\*\*\*The secretary of state may by rule or order require an applicant for initial registration to publish an announcement of the application in one (1) or more specified newspapers published in this state.\*\*\*”

**CHAPTER 10: COOPERATIVE MARKETING ASSOCIATIONS**

**W.S. § 17-10-112. Regular meetings; calling of special meetings; notice of meetings.**  
**Background:** Five or more person, qualified electors of Wyoming and engaged in the production of agricultural products, may form a nonprofit cooperative marketing association. [W.S. 17-10-103]

**W.S. § 17-10-112:** “In its bylaws each association shall provide for one (1) or more regular meetings annually. The board of directors shall have the right to call a special meeting at any time, and ten percent (10%) of the members or stockholders may file a petition stating the specific business to be brought before the association, and demand a special meeting at any time.\*\*\* Notice of all meetings, together with a statement of the purposes thereof, shall be mailed to each member\*\*\*. Provided, however, that the bylaws may require instead that such notice may be given by publication in a newspaper of general circulation, published at the principal place of business of the association. Date of publication of such meeting is to be at least twenty (20) days before the date of such meeting.”

**W.S. § 17-16-1407. Other claims against dissolved corporation.**

- “(a) A dissolved corporation may also publish notice of its dissolution and request that persons with claims against the corporation present them in accordance with the notice.
- (b) The notice shall:
  - (i) Be published one (1) time in a newspaper of general circulation in the county where the dissolved corporation's principal office, or, if none in this state, its registered office, is or was last located;
  - (ii) Describe the information that shall be included in a claim and provide a mailing address where the claim may be sent; and
  - (iii) State that a claim against the corporation will be barred unless a proceeding to enforce the claim is commenced within three (3) years or the applicable statute of limitations, whichever is less, after the publication of the notice.

(c) If the dissolved corporation publishes a newspaper notice in accordance with subsection (b) of this section, the claim of each of the following claimants is barred unless the claimant commences a proceeding to enforce the claim against the dissolved corporation within three (3) years after the publication date of the newspaper notice\*\*\*.”

**W.S. § 17-19-1408. Unknown claims against dissolved corporation.**

“(a) A dissolved corporation may also publish notice of its dissolution and request that persons with claims against the corporation present them in accordance with the notice.

(b) The notice shall:

(i) Be published one (1) time in a newspaper of general circulation in the county where the dissolved corporation's principal office, or, if none in this state, its registered office, is or was last located;

(ii) Describe the information that shall be included in a claim and provide a mailing address where the claim may be sent; and

(iii) State that a claim against the corporation will be barred unless a proceeding to enforce the claim is commenced within five (5) years or the number of years set forth in the applicable statute of limitation, whichever is less, after publication of the notice.

(c) If the dissolved corporation publishes a newspaper notice in accordance with subsection (b) of this section, the claim of each of the following claimants is barred unless the claimant commences a proceeding to enforce the claim against the dissolved corporation within five (5) years or the number of years set forth in the applicable statute of limitations, whichever is less, after the publication date of the newspaper notice\*\*\*.”

**W.S. § 17-29-704. Other claims against dissolved limited liability company**

“(a) A dissolved limited liability company may publish notice of its dissolution and request persons having claims against the company to present them in accordance with the notice.

(b) The notice authorized by subsection (a) of this section shall:

(i) Be published at least once in a newspaper of general circulation in the county in this state in which the dissolved limited liability company's principal office is located or, if it has none in this state, in the county in which the company's designated office is or was last located;

(ii) Describe the information required to be contained in a claim and provide a mailing address to which the claim is to be sent; and

(iii) State that a claim against the company is barred unless an action to enforce the claim is commenced within three (3) years after publication of the notice.

(c) If a dissolved limited liability company publishes a notice in accordance with subsection (b) of this section, unless the claimant commences an action to enforce the claim against the company within three (3) years after the publication date of the notice, the claim of each of the following claimants is barred\*\*\*.”

**TITLE 18: COUNTIES  
CHAPTER 3: COUNTY OFFICERS  
ARTICLE 5: COUNTY COMMISSIONERS**

**W.S. § 18-3-501. Composition; election for increasing the number; term; quorum; election for districting; procedures.**

“\*\*\* (b) \*\*\* [A]ny county may increase the membership of its board of county commissioners from three (3) to five (5) members if a proposition... is submitted to a vote of the qualified

electors of the county and a majority of those casting their ballots vote in favor of the increase.\*\*\*

(d) The proposition may be submitted at any general election or at an election date authorized under W.S. 22-21-103. A notice of election shall be given in at least one (1) newspaper of general circulation published in the county wherein the election is to be held and shall specify the object of the election. The notice shall be published at least once each week for a thirty (30) day period preceding the election.\*\*\*

(f) Any county may decrease the membership of its board of county commissioners from five (5) to three (3) members in the same manner as an increase under subsections (b) and (c) of this section. The vote to decrease membership shall be in the general election or at an election date authorized under W.S. 22-21-103 preceding the election of three (3) commissioners. Notice of the election shall be given as provided in subsection (d) of this section.

(g) Any county in which the electors vote to increase the number of county commissioners from three (3) to five (5) as provided by this section may be divided into five (5) districts if a proposition for districting is submitted to a vote of the qualified electorate of the county and a majority of those casting their ballots vote in favor of the districting. The proposition for districting shall be submitted to a vote in the manner provided by subsections (c) and (d) of this section.\*\*\*”

**W.S. § 18-3-515. Preparation and publication of annual statements.**

“Each board of county commissioners at their regular July meeting shall request a statement of the receipts and expenditures of the county during the preceding twelve (12) months setting forth the source and amount of all receipts and the purpose and the amount of all expenditures to be prepared upon reconciliation of all accounts by the county treasurer and county clerk, not later than September 30. The statement shall be signed by the chairman and clerk of the board and shall be posted on the county’s designated official website in the manner provided in W.S. 18-3-516 (f) and published at least once in the county’s designated official newspaper.”

**W.S. § 18-3-516. Publication of proceedings; publication of names, salaries and wages of certain officials and employees.**

“(a) Each board of county commissioners shall post a comprehensive summary of the entire proceedings of all regular and special meetings held by the board on the county’s official website in the manner provided in subsection (f) of this section and publish the comprehensive summary of the entire proceedings of all regular and special meetings held by them one (1) time in the county’s designated official newspaper. The county clerk of each county shall within twelve (12) working days after adjournment of every meeting for which the next scheduled meeting will be called to order in two (2) weeks time or less, or within eighteen (18) working days after adjournment of every meeting for which the next scheduled meeting will be called to order in more than two (2) weeks time, furnish the paper with a copy of the proceedings. Except for salaries and wages published under subsection (b) of this section, the copy shall include any bill presented to the board stating the amount of the bill, the amount allowed, the purpose of the bill and the claimant. Claims for part-time employees may be summarized by department without listing each part-time employee. The newspaper shall publish the copy of proceedings within nine (9) days after receipt. The board shall post on its official website, and if practicable publish, notice of the time of all regular and special meetings.

(b) Each board of county commissioners shall post on the county’s official website in the manner

provided in subsection (f) of this section and publish separate from the minutes of the proceedings:

(i) Within sixty (60) days after the end of each fiscal year, the name, position and gross monthly salary of each full-time employee and each elected official. A brief statement shall accompany the salary publication specifying that all salaries are listed as gross monthly salaries or actual monthly wages, not including any fringe benefits such as health insurance costs, life insurance benefits and pension plans. The statement shall also indicate that the salaries or wages do not include any overtime that the employee may earn which would be paid by the county; and

(b) As used in this section, “department head” means any employee responsible for the operation of a major functional area of county government including any independently elected official.

(d) Subsection (b) of this section shall not apply to undercover personnel working in the law enforcement field.\*\*\*”

(f) For all publications required by statute to be posted on a county's official website, the publication shall be posted at times required for publication in a designated official newspaper. Until June 30, 2016, each board of county commissioners shall cause to be published in the designated official newspaper once per month, no less than twelve (12) times per year, a general public notice pertaining to access to county information. After June 30, 2016, this general public notice shall be published at least once per year

**W.S. § 18-3-517. Designation of official paper.**

“When there is more than one (1) paper published in any county the board of county commissioners shall designate which one is the official paper of the county.”

**W.S. § 18-3-518. Legal advertising; rates; type size requirements; “daily newspaper”; “weekly newspaper”.**

“(a) Legal advertising required by law to be published shall be purchased at a rate not to exceed the amount charged by a daily newspaper at the lowest rate for display advertising or by a weekly newspaper at the open local display advertising rate. Weekly newspapers shall grant customary discounts or contractual rates to any local government fulfilling the requirements necessary to qualify for the discount or rate. Legal advertising shall be in the same type size used by that publisher in regular classified advertising columns, provided that such type size shall be no larger than nine (9) point type, with spacing between lines not to exceed one-half (1/2) point leading.

(b) As used in this section, “daily newspaper” means a newspaper published regularly at least five (5) times each week and “weekly newspaper” means a newspaper published regularly not more than five (5) times each week and at least once a week.”

**W.S. § 18-3-519. Requirements as to newspaper publishing legal notices.**

“(a) The publication of any legal notice, printing or advertising required by law is without force or effect unless published in a newspaper which has been regularly issued at least once each week for a period of fifty-two (52) consecutive weeks prior to the date of the first publication of the notice or advertisement, has a paid circulation of at least five hundred (500) and each page is not less than ten (10) inches by twelve and one-half (12.5) inches in size.

(b) The provisions of this section shall not apply in counties where no newspaper has been regularly issued for fifty-two (52) consecutive weeks, where there is only one (1) newspaper in the county, or in any county where no newspaper meets the requirements of this section.”

*NOTE:* See Definitions, Newspaper of General Circulation, Appendix



## **ARTICLE 7: COUNTY SURVEYORS**

### **W.S. § 18-3-704. Establishment of lost corners.**

“(a) Whenever the location of any monument which marks the corner of any tract or tracts of land is in dispute between the owners of the adjoining lands, the monument shall be established as follows:

(i) The county surveyor of the county in which the corner is located or any registered land surveyor employed by one of the landowners shall immediately give notice in writing to all parties interested in the establishment of the corner, giving at least thirty (30) days notice and naming a day when he will make the necessary surveys to establish or restore the corner. If written notice cannot be made upon the owners or their agents because of nonresidence, then the notice shall be published once each week for four (4) consecutive weeks in a newspaper published in the county, or if there is no newspaper published in the county then in a newspaper of general circulation published nearest such county\*\*\*.”

## **CHAPTER 4: FINANCE**

### **ARTICLE 1: GENERALLY**

#### **W.S. § 18-4-105. Order of paying warrants; exception as to Laramie and Albany counties.**

**Background:** All county officers are prohibited from paying themselves from money belonging to any county in their possession, but shall receive pay for services rendered to a county by warrants drawn upon the county treasury by the board of county commissioners. [W.S. 18-4-102] When there are insufficient funds in the county treasury to meet the current obligations of the county each board of county commissioners may issue certificates of indebtedness for current expenses of the county. [W.S. 18-4-104(a)]

**W.S. § 18-4-105:** “\*\*\*When the total of payable, interest drawing unrepresented orders, amounts to five hundred dollars (\$500.00), the treasurer shall cause two (2) weekly notices to be inserted in the official county newspaper briefly describing them by numbers, date, amount and in whose favor drawn, notifying the holders that they will cease to draw interest ten (10) days after the second notice. This section shall not apply to Laramie and Albany counties.”

#### **W.S. § 18-4-106. Cancellation of warrants and certificates; generally.**

“(a) The county treasurer shall on the first Monday of December in each year cancel all unpaid county warrants which have been issued for more than twelve (12) months. He shall at the same time cancel all county certificates of indebtedness issued by the board of county commissioners or by the county hospital, library, welfare or fair boards which have not been presented for payment within one (1) year after he has given legal notice that there was money in the county treasury to pay them.\*\*\* The board of county commissioners and the county hospital, library, welfare or fair boards shall enter the list upon its journal and have the list published in the minutes of the regular December meeting of the board of county commissioners or the county hospital, library, welfare or fairboards.\*\*\*”

## **ARTICLE 3: BONDS GENERALLY**

### **W.S. § 18-4-306. Notice of intention to issue and sell.**

“The board shall give notice by posting on the county’s official website in the manner provided in W.S. 18-3-516 (f) and by publication in the county’s designated official newspaper.”

## **ARTICLE 4: VIADUCT AND SUBWAY BONDS**

### **W.S. § 18-4-405. Notice of intention to issue and sell.**

The board of county commissioners shall give notice by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publication in the county's designated official newspaper.

## **ARTICLE :. FUNDING BONDS**

### **W.S. § 18-4-504. Notice of intention to issue and sell; printing and engraving; execution and sale; disposition of proceeds; redemption; records to be kept.**

“(a) Each board of county commissioners shall give notice by publication in some newspaper published in the county if there be one otherwise by three (3) notices posted in the county, one (1) of which is at the courthouse door, of its intention to issue and negotiate the bonds and invite bidders therefor. The notice shall also be published in a newspaper of general circulation in Cheyenne.\*\*\*”

## **CHAPTER 5: PLANNING AND ZONING**

### **ARTICLE 1: COUNTY PLANNING COMMISSION**

#### **W.S.1977 § 18-5-104. Duties of board of county commissioners; election for establishment of zoning district.**

“(a) The board of county commissioners shall determine how regulations, restrictions and boundaries of the districts shall be established and enforced, and how they may be amended, supplemented or changed.

(b) The board of county commissioners in which the proposed zoning district is situated shall order an election to be held sixty (60) days after they have determined by resolution that the health, safety and welfare of the people in the proposed zoning district requires such protection. The election shall be on the question of the organization and establishment of the district. The board of county commissioners shall publish notice of election, stating the purpose, describing the area and time and place of the election in a newspaper published in the county. The notice shall be inserted once weekly for four (4) weeks preceding the day of election. Ballots shall be prepared for the residents of the district and the qualifications of electors shall be the same as for general elections. The voting shall be conducted insofar as possible in the same manner as provided by law for general elections. The election shall be deemed carried if the voting residents of the area approve the same by a majority vote. If the proposed zoning district does not include any residents the county commissioners may establish the district.”

Wyo. Stat. Ann. § 18-5-104 (West)

### **ARTICLE 2: PLANNING AND ZONING COMMISSION**

**W.S. § 18-5-202. Planning and zoning commission; composition; residency requirements, terms and removal of members; vacancies; rules; record; meetings to be public; secretary; preparation and amendments; purpose; certifications and hearing; amendments.**

“\*\*\* (b) The planning and zoning commission may prepare and amend a comprehensive plan including zoning for promoting the public health, safety, morals and general welfare of the unincorporated areas of the county, and certify the plan to the board of county commissioners. Before certifying its plan or amendments thereto to the board the commission shall hold at least one (1) public hearing. Notice of the time and place of hearing shall be given by one (1) publication in a newspaper of general circulation in the county at least thirty (30) days before the date of the hearing. Any person may petition the planning and zoning commission to amend any zoning plan adopted under the provisions of W.S. 18-5-201 through 18-5-208.

(c) The planning and zoning commission shall prepare recommendations to effectuate the planning and zoning purposes and certify its recommendations to the board of county commissioners. Before adopting the recommendations the board shall hold at least one (1) public hearing. Notice of the time and place of hearing shall be given by one (1) publication in a newspaper of general circulation in the county at least fourteen (14) days before the date of the hearing. After public hearing has been held, the board shall vote upon the adoption of the planning or zoning recommendation. No planning or zoning recommendation shall be adopted unless a majority of the board votes in favor thereof.”

**ARTICLE 3: REAL ESTATE SUBDIVISIONS**

**W.S.1977 § 18-5-306. Minimum requirements for subdivision permits.**

“(a) The board shall require, and with respect to paragraph (xii) of this subsection may require, the following information to be submitted with each application for a subdivision permit: \* \* \* (ix) Proof that the applicant has published notice of his intent to apply for a permit once each week for two (2) weeks within thirty (30) days prior to filing his application. The notice shall include the name of the subdivider and the general location of the land to be subdivided \* \* \*.”  
Wyo. Stat. Ann. § 18-5-306 (West)

**CHAPTER 6: COURTHOUSES AND JAILS  
ARTICLE 1: GENERALLY**

**W.S.1977 § 18-6-101. Authority to acquire and dispose of sites generally.**

“(a) Each board of county commissioners may purchase or receive by donation or otherwise a site for a county courthouse, jail or both at the county seat of the county or a site for a county jail at any location within the county, and may erect thereon a suitable courthouse, jail or both if in the county seat, or a suitable jail if not located in the county seat. If such a building is to replace one presently in use the board may sell the building to be replaced.

(b) If a courthouse or jail to be replaced is sold it shall be sold at public auction to the highest bidder for cash or on terms of payment as determined by the board and in case of deferred payments, security is required satisfactory to the board. No sale shall occur until public notice has been given by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publishing in the county's designated official newspaper once a week for two (2) weeks. The notice shall specify the time, place and terms of sale. All proceeds of the sale shall be paid into the county treasury and only expended for a site or toward the erection of a new building to replace the one sold.”

## **ARTICLE 2: CONSTRUCTION OF JAILS**

### **W.S. § 18-6-201. Construction of jails; authority of county commissioners; plans and specifications; maximum cost permitted; call for bids; limitations applicable only when costs paid from general fund.**

(a) Whenever the board of county commissioners deems it in the best interest of the county to have a jail constructed they shall cause plans and specifications for a jail to be prepared by a competent architect. After the plans and specifications are prepared, reviewed and critiqued by the sheriff and adopted by the board of county commissioners they shall deposit them in the office of the county clerk for the county where they shall be available for the inspection of all persons. The board of county commissioners shall give notice that they will receive sealed proposals for the building of the jail according to the plans and specifications by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publication in the county's designated official newspaper once each week for two (2) consecutive weeks. The notices shall state that the commissioners will until a specified day not less than thirty (30) days from publication of the last notice receive sealed proposals for the building of all or part of the jail. Proposals shall be delivered to the county clerk.

## **CHAPTER 10: ARCHEALOGICAL, GEOLOGICAL AND HISTORICAL MUSEUMS**

### **ARTICLE 2: SPECIAL MUSEUM DISTRICTS**

#### **W.S.1977 § 18-10-201. Petition of property owners; public hearing; written protests; election.**

“\*\*\* (e) A special museum district may be established under the procedures for petitioning, hearing and election of special districts as set forth in the Special District Elections Act of 1994.”

#### **W.S.1977 § 18-10-204. Election of trustees; generally; terms.**

“An election of the six (6) initial trustees shall be held at the same time as the election to form the district under W.S. 18-10-201 and in accordance with the Special District Elections Act of 1994, including by mail ballot. The board of trustees elected shall govern the district affairs and serve without compensation. At the first subsequent director election three (3) members shall be elected to serve until the next subsequent director district election and three (3) members elected to serve until the second subsequent director district election and until their successors are elected and qualified.”

#### **W.S. § 18-10-216. Form; notice; bids; sale.**

**Background:** The board of trustees of special museum districts may submit to the electors of the district the question whether the board shall be authorized to issue coupon bonds of the district for the construction or acquiring property for museum purposes. [W.S. 18-10-204]

**W.S. § 18-10-216:** “If the proposal to issue bonds is approved, the board of trustees may issue bonds in such form as they decide and shall give notice by publication in some newspaper published in the counties in which the district is located and in some newspaper of general circulation in Cheyenne, Wyoming of its intention to issue and negotiate such bonds and to invite bidders therefor. In no case shall the bonds be sold for less than their full or par value and the accrued interest thereon at the time of their delivery. The trustees may reject any bids or sell the bonds at private sale if they deem it for the best interest of the district”

**W.S.1977 § 18-10-215. Election; ballots**

“The election authorized under W.S. 18-10-214 shall be called by the boards of county commissioners and conducted, canvassed and returned in the manner provided for bond elections by the Political Subdivision Bond Election Law, W.S. 22-21-101 through 22-21-112.”

**CHAPTER 12: IMPROVEMENT AND SERVICE DISTRICTS**

**W.S.1977 § 18-12-122. Election procedures**

“\*\*\* (c) If requested in the petition and if approved by the commissioners, the commissioners may order that a bond election, as described in subsections (a) and (b) of this section, be held concurrently with the organizational election, and if the bond election is ordered, the notice of election shall include the information required by W.S. 18-12-121(b). The judges of the election shall certify the returns of the election to the commissioners, and if a majority of the votes are in favor of the organization, the commissioners, by resolution shall declare the district organized.”

**TITLE 21: EDUCATION**

**CHAPTER 3: SCHOOL DISTRICTS IN GENERAL**

**W.S.1977 § 21-3-110. Duties of boards of trustees.**

“(a) The board of trustees in each school district shall: \* \* \*

(ii) Keep minutes of all meetings at which official action is taken and a record of all official acts including a record of all warrants issued against the monies belonging to the school district. The minutes and records shall be public records. A list of each warrant over five hundred dollars (\$500.00) shall be published one (1) time in a legal newspaper of general circulation within the respective county within thirty (30) days of the date of the meeting. Individual yearly gross salary payments need be published only once in March of each year:

(A) Each individual annual gross salary shall be identified by category and each individual salary shall be published as a gross dollar amount without identification other than by category.

Categories shall include superintendent, assistant superintendent, high school principal, assistant high school principal, junior high principal, junior high assistant principals, elementary principals, elementary assistant principals, first grade teachers, second grade teachers, third grade teachers, fourth grade teachers, fifth grade teachers, sixth grade teachers, kindergarten teachers, high school departmental teachers (business, language arts, foreign languages, science, social studies, mathematics, or other), vocal music, instrumental music, elementary music, secondary art, elementary art, secondary physical education, elementary physical education, vocational education, secondary guidance counselors, secondary librarians, elementary librarians, driver education, special education teachers, remedial teachers, nurses, teacher's aides, head coaches, assistant coaches, dramatics, secondary secretarial, junior high secretarial, elementary secretarial, business managers, janitorial, bus drivers, and other categories which may be selected so that every individual salary may be categorized. Each category shall show a cumulative subtotal and there shall be a grand total of all categories. At the end of the salary publication there shall be printed the district salary schedule;

(B) Forms shall be furnished to the school districts by the state department of education for such publications which shall be the same in all unified districts. \* \* \*

(viii) Obtain competitive bids when any school building is to be built, when any repairs, additions or improvements costing more than ten thousand dollars (\$10,000.00) and less than twenty-five thousand dollars (\$25,000.00) are to be made to any school building, facility or other district property, or when any purchase of insurance, supplies or materials other than textbooks costing more than ten thousand dollars (\$10,000.00) and less than twenty-five thousand dollars (\$25,000.00) is contemplated unless precluded by other regulation or statute. If the amount exceeds twenty-five thousand dollars (\$25,000.00), a call for bids shall be published at least once in a newspaper of general circulation in the district. The district shall reserve the right to reject any and all bids and to waive irregularities and informalities in the bidding. No contract shall be divided for the purpose of avoiding this paragraph. Items for which bids must be obtained may

be described in the published call for bids by stating general requirements and making detailed specifications available to prospective bidders at the district's administrative headquarters; \* \* \*

(xvi) (A) Publish the following notice in a newspaper of general circulation in the school district at least two (2) times each year, once within a week after the first regular meeting in December and once as a part of the statement of revenue and expenditures of the district:

#### **Notice of School Board Meetings and Availability of Minutes**

Notice is hereby given that regular meetings of the board of trustees of.... County School District Number...., State of Wyoming, are held each month, at.... o'clock on.... (here insert days or dates) in Room.... of the.... school building in.... (city or town), Wyoming, and such meetings are open to the public.

Notice is also given that official minutes of each regular or special meeting of such board, including a record of all official acts and of all warrants issued, are available for inspection by any citizen during regular office hours at the office of the clerk of said district, at.... (here insert address of office).

Chairman, Board of Trustees

\_\_\_\_\_  
District, Number

County School

(B) If the board changes the time and place of its regular meetings, then such notice shall also be published in a newspaper of general circulation in the school district, once before such change shall become effective\*\*\*.”

#### **W.S. § 21-3-118. Duties of treasurer of school district.**

“(a) The treasurer of each school district within the state shall\*\*\*

(iii) Render a statement of the finances of the district at any time when required by the district board of trustees; and cause a detailed report showing the sources of revenue and the purposes for which moneys were expended to be published at the close of each fiscal year in some newspaper of general circulation within the school district.”

#### **CHAPTER 6: DISTRICT BOUNDARY BOARD**

#### **W.S. § 21-6-206. Duties of secretary.**

“The secretary shall keep an accurate record showing the boundaries of all the districts in his county. The secretary shall give each member one (1) day written notice before each hearing or meeting and shall publish in a newspaper of general circulation within the county, notice of any hearing or meeting at which a change in boundaries or reorganization of a school district or combining of school districts is to be considered at least once each week for the two (2) weeks immediately preceding the time set for the hearing or meeting.”

**W.S. § 21-6-207. Proposal to change boundaries, reorganize or combine districts; criteria.**

“\*\*\* (vii) A public hearing or hearings shall be held prior to the submission of a proposal by the district boundary boards prior to the organization, reorganization, boundary adjustment or combining of school districts to receive and keep a record of testimony. Notice of each public hearing shall be published in a newspaper of general circulation in the area at least once each week for the two (2) weeks immediately preceding the time set for each hearing. The notice shall contain a statement of the time and place of the hearing and a brief summary of its purpose. In addition, at least ten (10) days and not more than fourteen (14) days before the hearing, a copy of the notice shall be sent by mail to each school district trustee residing in the area involved in the hearing. A subcommittee composed of not less than three (3) members of each district boundary board involved, may hold any hearing required to be held under this paragraph.\*\*\*”

**CHAPTER 13: SCHOOL  
FINANCE  
ARTICLE 7: BOND ISSUES**

**W.S. § 21-13-704. Sale of bonds generally.**

**Background:** The board of trustees of a school district may submit to the qualified electors of the district the question of creating indebtedness for school purposes. [W.S. 21-13-701]

**W.S. 21-13-704:** “If a proposed issue of bonds has been approved in the election and issuance thereof has been authorized by the school district board of trustees as provided by this article, the bonds shall thereafter at one (1) time or from time to time be sold at public or private sale. All costs and expenses incident to the issue and sale of the bonds may be paid out of the proceeds of the sale of the bonds. If the bonds are to be sold at public sale, the school district board of

trustees shall give notice of sale by at least one (1) insertion of such notice in some newspaper of general circulation in the district of its intention to sell the bonds. The notice shall briefly describe the bonds and the time and place where the sale thereof will take place. If there is no newspaper of general circulation in the district, the board may publish the notice of sale in any newspaper published in the county seat of any county in which the district is wholly or partially located. Publication shall be made not less than ten (10) days nor more than thirty (30) days prior to the date designated for the sale of the bonds.”

**CHAPTER 18: COMMUNITY COLLEGES  
ARTICLE 3: COMMUNITY COLLEGE  
DISTRICTS**

**W.S. § 21-18-303. District board generally; powers; board approved additional mill levy.**

“(a) The community college district board may\*\*\*

(b) In addition to the levy imposed under W.S. 21-18-304(a)(vii) and any levy imposed under W.S. 21-18-311(f), the community college district board may approve up to one (1) additional mill levy on the assessed value of the district for a period not to exceed two (2) years for the regular support and operation of the college. A determination by the board shall be made at a regular or special meeting following a public hearing announced by the board. Notice of intent to levy all or a portion of the additional one (1) mill shall be published in a newspaper of general circulation within the district at least thirty (30) days before the hearing date.”

**W.S.1977 § 21-18-312. Formation of districts.**

“\*\*\* (f) Not less than sixty (60) days after the receipt of the notice by the county clerk. In the event two (2) or more counties are to be included in the proposed community college district, the county commissioners shall proceed in accordance with W.S. 22-22-103. The county clerk of the other county or counties involved shall conduct an election \*\*\* .

(g) The county clerk of the county wherein the proposed community college is to be located shall publish at least one (1) notice of election in a newspaper of general circulation in the proposed community college district. The publication shall be made no more than thirty (30) days nor

fewer than fifteen (15) days prior to the date set for the election. The notice shall state that the purpose of the election is to determine the question of creation of a community college district with authority to levy a tax not to exceed four (4) mills on the dollar of assessed valuation of property located within the proposed district and to elect members of the initial community college district board. \*\*\*

(j) \*\*\* The names of all persons filing as candidates shall be published in a newspaper of general circulation in the proposed community college district not later than the Saturday preceding the date of the election.\*\*\*”

**W.S. § 21-18-314. Bond issues; general obligation bonds; bond elections; bond tax levy.**

(a) “A majority of the community college district board may submit to the electors of the district the question \*\*\*.

(c) [The] election on the question of the issuance of bonds by a community college district shall be held on the dates and in the manner prescribed in the Political Subdivision Bond Election Law, W.S. 22-21-101 through 22-21-112.

(d) If the proposed issue of bonds is approved in the election and issuance thereof is authorized by the community college district board the bonds may be sold at either public or private sale. All costs and expenses incident to the issue and sale of the bonds made may be paid out of the proceeds of the sale of the bonds. If the bonds are sold at public sale the community college district board must give at least one (1) notice by publication in some newspaper of general circulation in the community college district, and also in some newspaper published in the capital of this state, of its intention to sell the bonds, briefly describing same, and the time and place where the sale will take place. The publication shall be made not less than fifteen (15) days, nor more than thirty (30) days prior to the date designated for the sale of the bonds.”

**W.S. § 21-20-110. Additional special school district tax; election; limitations; special community college district levy.**



“(a) The school districts comprising any board of cooperative educational services established under this act and providing post secondary education services may impose an additional special school district levy not to exceed two (2) mills on the assessed value of the member districts. Any additional levy imposed under this section is in addition to any tax levied under W.S. 21-20-109. (b) Except as provided by subsection (h) of this section, no additional tax shall be levied under this section until a proposition to impose the levy is submitted to a vote of the qualified electors of the member school districts comprising the board and a majority of all votes cast within the member districts vote in favor of imposing the additional tax levy. The proposition to impose the additional levy shall be submitted at an election held on a date authorized under W.S. 22-21-103. The board shall publish notice of the election within a newspaper of general circulation in the affected districts and the election shall be conducted in accordance with the procedures provided by W.S. 22-22-301 through 22-22-304.\*\*\*”

**TITLE 22: ELECTIONS**  
**CHAPTER 2: GENERAL PROVISIONS [OF WYOMING ELECTION CODE]**

**W.S.1977 § 22-2-109. County clerk to publish proclamation.**

“Between one hundred one (101) and ninety-one (91) days before each primary election the county clerk in each county shall publish at least once in a newspaper of general circulation in the county and post in the county clerk's office and at the place where each municipality within the county regularly holds its council meetings a proclamation setting forth the date of the election, the offices to be filled at the election including the terms of the offices, the number of persons required by law to fill the offices, the filing deadline for the offices and the requirements for filing statements of campaign receipts and expenditures. The proclamation shall also include the aforementioned information regarding offices to be filled at the general election and any other pertinent primary election information. In addition, the description of any ballot proposition submitted to the voters of the state, a political subdivision thereof, county or other district shall be included.”

**W.S.1977 § 22-2-110. Computing periods of time**

“Periods of time are computed by excluding the specific day and counting the prescribed number of days, including Saturdays, Sundays and full legal holidays. If the first day of a time period falls on a Saturday, Sunday or full legal holiday, the preceding day which is not a Saturday, Sunday or full legal holiday shall be used. If the last day of a time period falls on a Saturday, Sunday or full legal holiday, the next day which is not a Saturday, Sunday or full legal holiday shall be used.”

**W.S. § 22-21-201. State bond elections.**

“\*\*\*(b) The proclamation of such an election shall be published as provided in W.S. 22-2-109. No other notice of such election need be published.”

**CHAPTER 3: REGISTRATION**

**W.S.1977 § 22-3-104. Methods of verification; signing oath; time for proving eligibility; registration locations.**

“\*\*\*(j) A county or city clerk may establish and maintain registration facilities in a public area owned or occupied by a political subdivision or governmental institution, agency or entity, after

giving not less than two (2) days notice by publication in a newspaper of general circulation in the county and by posting such notice in such clerk's office. The requirements of subsection (h) of this section regarding the place of registration shall not apply to a person registering in accordance with this subsection.”

#### **CHAPTER 4: POLITICAL PARTIES**

##### **W.S.1977 § 22-4-104. County central committee organizational meeting; notice of meetings.**

“The county central committee shall meet and organize under the direction of the county chairman at the time and place determined by the county chairman within thirty (30) days after the county chairman has received notice from the county clerk that all of its members have been certified elected. The county chairman shall also publish a notice of all meetings of the county central committee in a newspaper of general county circulation not less than two (2) days prior to a meeting.”

#### **CHAPTER 6: BALLOTS**

##### **W.S.1977 § 22-6-105. Sample ballots and voting machine facsimiles; publication.**

“The officer providing the official ballots shall publish sample paper ballots and voting machine facsimiles at least once in a newspaper of general circulation in the district in which each primary and general election is held within two (2) weeks prior to the election. This notice shall also state that the names of candidates will be rotated on the official ballots and will not always appear in the order indicated in the sample ballots.”

#### **CHAPTER 7: ELECTION DISTRICTS AND PRECINCTS**

##### **W.S. § 22-7-102. Change in precinct boundary.**

(a) A precinct boundary shall not be changed unless a notice describing all proposed changes is posted on the county's official website in the manner provided in W.S. 18-3-516(f) and published once a week for two (2) consecutive weeks in the designated official newspaper of the county. The board shall also mail by certified mail return receipt requested copy of this notice to the county chairman of each political party in the county not later than fifteen (15) days before the meeting at which the proposed changes will be discussed. A proposed change in a precinct boundary may be finalized by the board only at the designated meeting. Each precinct shall be designated by number.

NOTE: Statute refers to W.S. 22-2-110, above, for computing time periods.

#### **CHAPTER 12: POLLING PLACE REGULATIONS BEFORE POLLS OPEN**

##### **W.S.1977 § 22-12-101. Designation and notice of polling places; external location.**

“Polling places shall be designated by the county clerk, who shall publish their location at least once in a newspaper of general circulation in the county within two (2) weeks prior to a statewide election. \*\*\*”

#### **CHAPTER 20: CONSTITUTIONAL AMENDMENTS ARTICLE 1: AMENDMENTS TO THE WYOMING CONSTITUTION**

**W.S.1977 § 22-20-104. Publication by secretary of state; supplemental publication by clerk.**

“The secretary of state shall publish each proposed amendment and a notice that it will be submitted to the electors at the next general election, once a week for at least twelve (12) consecutive weeks prior to the election in a newspaper of general circulation published in each county and, if possible, once each week for three (3) consecutive weeks within thirty (30) days prior to the election in one (1) other newspaper of general circulation in each county.

(b) The clerk may supplement publication thereof by radio or television broadcasts or both.\*\*\*”

**W.S.1977 § 22-20-106. Publication expense.**

“The expense of publication of notice of proposed amendments and voter pamphlets shall be paid out of the general fund of the state.”

**CHAPTER 21: BOND ELECTIONS**

**W.S.1977 § 22-21-104. Publication or posting of election notice; contents.**

“The county clerk shall publish notice of the election at least once in a newspaper of general circulation in the political subdivision not less than thirty (30) nor more than forty (40) days before the election. If there is no newspaper of general circulation in the political subdivision, notice shall be posted at each polling place\* \* \*. Any notice of election hereunder shall specify the name of the political subdivision, the date, time and place of election, the question or questions to be submitted, and the fact that only qualified electors of the political subdivision may vote thereon. If a bond election is being held within a political subdivision at the same time and place as a regular or other election\* \* \*.”

**CHAPTER 22: SPECIAL DISTRICTS ELECTION ACT.**

**W.S. § 22-29-103. Applicability to special districts; general provisions.**

“(a) This act applies to the following districts as specified in subsection (b) of this section:

- (i) Special cemetery districts;
- (ii) Conservation districts;
- (iii) Fire protection districts;
- (iv) Flood control districts;
- (v) Hospital districts;
- (vi) Improvement and service districts;
- (vii) Special museum districts;
- (viii) Rural health care districts;
- (ix) Sanitary and improvement districts;
- (x) Water and sewer districts;
- (xi) Watershed improvement districts;
- (xii) Resort districts;
- (xiii) Other districts as specified by law\*\*\*”

**W.S. § 22-29-109. County commissioners' action on formation petition.**

“(a) A petition for formation of a district shall be filed with the county commissioners. Before the petition is filed, the county assessor and the department of revenue shall review, within sixty (60) days of receiving notice of the petition, the boundaries of the proposed district for any

conflict, overlap, gap or other boundary issue and make written comments thereon to be submitted with the petition. Further, the petition shall be approved by any agency required by the principal act to approve the petition. If the petition satisfies all requirements of the principal act, the county commissioners shall:

- (i) Set a date for a hearing on the petition. The hearing shall be held not less than forty-five (45) days nor more than ninety (90) days after the date the petition is filed;
- (ii) The county commissioners shall cause notice of the hearing to be posted in at least three (3) public places and published by two (2) insertions in a newspaper of general circulation in that county or counties in which all or any part of the district is proposed to be located. The last of the notices shall be published at least ten (10) days prior to the hearing. The notice shall state:
  - (A) The purpose for which the district is to be formed;
  - (B) The name and boundaries of the proposed district;
  - (C) The time and place of the hearing on the petition; and
  - (D) That all interested persons may appear and be heard.\*\*\*
- (d) If the county commissioners determine, after consultation with the county assessor, that any land has been improperly omitted from the proposed district and that the owner has not appeared at the hearing, the commissioners shall continue the hearing and shall order notice given to the nonappearing owner requiring the owner to appear before it and show cause, if any, why the land of the owner should not be included in the proposed district. The notice shall be given either by posting and publication, in the same manner as notice of the original hearing and for the same period, or by personal service on each nonappearing owner. If notice is given by personal service, service shall be made at least ten (10) days prior to the date fixed for the further hearing.\*\*\*”

**W.S. § 22-29-110. County clerk to publish proclamation; filing period.**

“(a) Not more than fifty (50) and not less than forty (40) days, before the organizational election, the county clerk shall publish at least once in a newspaper of general circulation in each county in which all or part of the proposed district is situated a proclamation setting forth the date of the election, what county clerk is the filing officer, the question of formation, what offices are to be filled including the terms of the offices, the filing period for the offices and other pertinent election information. Minor errors in the proclamation shall not invalidate the forthcoming election.

(b) Not more than thirty-nine (39) and not less than thirty (30) days before the formation election, candidates may file an application for election in the office of the county clerk. The principal act shall determine who is eligible to be a candidate. The application shall be in substantially the following form:

**APPLICATION FOR ELECTION SPECIAL DISTRICT DIRECTOR**

I, the undersigned, swear or affirm that I was born on ..., (year); that I have been a resident of ... district since ..., residing at ...; that I am an elector or landowner (check which one for eligibility) of said district and I do hereby request that my name, ..., be printed on the ballot of the formation (or other) election to be held on ... day of ..., (year) as a candidate for the office of director for a term of ... years. I hereby declare that if I am elected, I will qualify for the office.  
Dated ....

.....  
Signature of Candidate

.....  
Residence  
Address

(c) The county clerk shall publish a sample ballot with the question of formation and candidates for directors together with any other ballot proposition at least once in a newspaper of general circulation in each county in which all or part of the proposed district is located, at least ten (10) days prior to the election.\*\*\*”

**W.S. § 22-29-112. Subsequent director elections.**

“(a) Subsequent director elections shall be held on the first Tuesday after the third Monday in March or on the Tuesday next following the first Monday in May or November, as determined by the district and shall accommodate staggered terms as set forth in the principal act.

(b) All qualified electors are entitled to vote for the election of directors at all district elections subsequent to the formation election, called for the purpose of electing directors.

(c) Not more than one hundred twenty (120) and not less than one hundred (100) days before the election, the secretary of the district shall publish at least once in a newspaper of general circulation in each county in which all or part of the district is situated, a proclamation setting forth the date of the election, what district officer is the filing officer, what offices are to be elected and the terms of office, the filing period for the offices and other pertinent election information.

(d) Not more than ninety (90) nor less than seventy (70) days previous to the holding of a subsequent director election, candidates for the office of trustees of special districts shall file with the secretary of the district an application for election in substantial conformance with the form set forth in W.S. 22-29-110(b). The names of all qualified candidates so filed shall be printed on the ballot.

(e) The name of all qualified candidates shall be published in a newspaper of general circulation in each county in which the district is located not later than ten (10) days prior to the date of such election.”

**TITLE 24: HIGHWAYS  
CHAPTER 1: GENERAL PROVISIONS**

**W.S.1977 § 24-1-101. Public highways defined and established; creation by adverse possession.**

“(a) \* \* \* If any such board [board of county commissioners] shall resolve the creation or establishment of a public highway right-of-way based upon the common-law doctrines of adverse possession or prescription, it shall, following the filing of a plat and accurate survey required in accordance with the terms and provisions of W.S. 24-3-109, proceed with the publication of the proposed road for three (3) successive weeks in three (3) successive issues of some official newspaper published in the county, if any such there be, and if no newspaper be published therein, such notice shall be posted in at least three (3) public places along the line of the proposed road, which notice shall be exclusive of all other notices and may be in the following form:

To all whom it may concern: The board of county commissioners of ... county has resolved the creation and establishment of a public highway right-of-way under the common-law doctrine

of prescription in that the road was constructed or substantially maintained by the (either the state or county) for general public use for a period of (ten years or longer) said road commencing at ... in ... county, Wyoming, running thence (here describe in general terms the points and courses thereof), and terminating at ... All objections thereto must be filed in writing with the county clerk of said county before noon on the ... day of ... A.D., ..., or such road will be established without reference to such objections.

.....  
County  
Clerk

Dated .... A.D.

\*\*\*”

**W.S.1977 § 24-1-132. Contracts for county bridge work; bids; exception.**

“(a) The board of county commissioners of any county shall cause to be prepared comprehensive plans and specifications for the construction of bridges on any dedicated and maintained county road. \* \* \*

(c) When any bridge is to be constructed, which includes either new construction or reconstruction of major load carrying bridge components, upon any county road, the estimated cost of which shall exceed twenty-five thousand dollars (\$25,000.00), the construction work shall be competitively bid and the bridge work constructed by contract. No contract shall be divided for the purpose of avoiding competitive bidding. The construction work may be described in the published call for bids by stating general requirements. Detailed specifications shall be available to prospective bidders at the county commissioner's office.

(e) The board of county commissioners of any county shall cause notices of the contract to be let to be published for two (2) consecutive weeks in a newspaper having general circulation within the state and to take any other means available to achieve as wide a notice as possible, but in no case shall any letting of the contract be held within fifteen (15) days of the last published notice. (g) Whenever an emergency arises requiring expenditure of funds for the repair or rebuilding of bridges or approaches to bridges the board of county commissioners may enter into contract for any building or rebuilding of bridges or approaches without advertising for the letting of any contract. An emergency is an occasion requiring repair or rebuilding of a bridge or a portion of a bridge when, on short notice, the bridge has become unsafe or impassable due to events which are beyond the control of the county.”

**CHAPTER 2: STATE HIGHWAY DEPARTMENT**

**W.S.1977 § 24-2-108. Road and bridge construction.**

“All road and bridge construction work, any part of the cost of which is paid from the state highway fund, shall be performed in accordance with the plans and specifications prepared by the director of the department of transportation or the chief engineer and approved by the commission. \* \* \* All improvements costing more than two hundred thousand dollars (\$200,000.00) shall be constructed under contracts awarded after public notice to the lowest responsible bidder \* \* \* . \* \* \* Whenever an emergency arises requiring immediate expenditure

of funds for the repair or rebuilding of bridges, approaches to bridges and any roadway, when the bridges, approaches to bridges or roadway are required to be rebuilt immediately and in such short time that in the judgment of the commission the people would be seriously inconvenienced

in waiting the regular period for advertising for bids, the commission may enter into contract for any building or rebuilding of bridges, approaches or roadway without advertising for the letting of any contract, provided the amount of the contract shall not exceed one million dollars (\$1,000,000.00) and provided the commission requests proposals from at least two (2) contractors capable of performing the emergency construction or repair. The commission shall adopt general rules and regulations for the publication of notice to bidders \* \* \*.”

**CHAPTER 3: ESTABLISHMENT, VACATION OR ALTERATION OF COUNTY  
HIGHWAYS  
ARTICLE 1: IN GENERAL**

**W.S.1977 § 24-3-110. Notice of location of road to be published or posted; notice by mail to property owners.**

(a) Notice shall be published of the proposed location or alteration of any road by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publication for two (2) successive weeks in the designated official newspaper of the county, which notice may be in the following form:

To all to whom it may concern: The Board of County Commissioners have decided to locate (or alter, as the case may be) a road commencing at .... in .... County, Wyoming, running thence (here describe in general terms the points and courses thereof), and terminating at .... All objections thereto or claims for damages by reason thereof must be filed in writing with the county clerk of said county, before noon on the .... day of .... A.D. .... or such road will be established (or altered) without reference to such objections or claims for damages.

..... County Clerk

Dated ..... A.D.  
Wyo. Stat. Ann. § 24-3-110 (West)

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

**W.S.1977 § 24-3-204. Notice of identification to be published.**

(a) Prior to adoption of a resolution identifying county roads in any area in the county, notice of the proposed identification shall be posted on the county's official website in the manner provided in W.S. 18-3-516(f) and published for two (2) successive weeks in the designated official newspaper of the county in substantially the following form:

**NOTICE OF IDENTIFICATION OF COUNTY ROADS UNDER W.S. 24-3-201 THROUGH 24-3-206**

TO WHOM IT MAY CONCERN: The Board of County Commissioners intends to identify county roads in the following areas of.... (name of county) county under the identification procedure contained in W.S. 24-3-201 through 24-3-206: (general description of areas described in the map, i.e. USGS Quad map, section, township, range, etc.)  
The only county roads in the township which shall exist after this identification procedure are described as follows:

**(Road name, road number or petition number)**

“All other county roads within the area identified in the map which are not described above shall be accordingly vacated upon adoption of the resolution for identification. All objections to or claims for damage by reason of this identification procedure shall be filed in writing with the county clerk of this county before 12:00 noon [12:00 p.m.] on the.... day of.... (not less than thirty (30) days after publication of the second notice) or the county roads will be vacated as indicated without reference to the objections or claims.

(b) The notice shall include a map of each area affected indicating the approximate location of county roads which shall exist after the proposed identification action.”

**CHAPTER 5: INDUSTRIAL ROAD PROGRAM**

**W.S.1977 § 24-5-109. Notice of proposed location of road; form of notice; publication; posting; registered mail.**

**Background:** A board of county commissioners may, where it deems the public interest requires and a road-building emergency prevails, establish an industrial road. [W.S. 24-5-102]

(a) Notice shall be published of the proposed location of such road by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publishing once weekly for two (2) successive weeks in the designated official newspaper of the county, which notice shall be in the following form:

TO WHOM IT MAY CONCERN: The Board of the County Commissioners have decided to locate a road commencing at.... in.... County, Wyoming, running thence (here describe in general terms the points and courses thereof), and terminating at.... All objections thereto or claims for damages by reason thereof must be filed in writing with the County Clerk of said county, before noon [12:00 p.m.] on the.... day of...., (year), or such road will be established without reference to such objections or claims for damages.

Dated .....

County Clerk .....

\*\*\*”

**CHAPTER 8: STATE HIGHWAY BONDS**

**W.S. § 24-8-103. Notice of intention to issue; sale to public; rejection of bids.**



**Background:** To provide funds for the construction and improvement of Wyoming’s public roads and highways, the state treasurer, with the approval of the governor, may issue and dispose of bonds of the state of Wyoming to be designated as highway bonds. [W.S. 24-8-101]

**W.S. § 24-8-103:** “The state treasurer shall give notice by publication in not less than three (3) newspapers published in the state and at least one (1) newspaper published outside the state, of his intention to issue and negotiate bonds in all cases where the same are not purchased out of state funds and the bonds shall be sold at not less than the par value thereof to the highest responsible bidder in response to such advertisement. The state treasurer, however, may reject any or all bids.”

Note: Statute refers to W.S. 1-6-201 through 1-6-203.

## **CHAPTER 9: ESTABLISHMENT OF PRIVATE ROADS**

### **W.S. § 24-9-101. Petition; initial hearing; appointment of viewers and appraisers; bond; rules; certification to district court.**

“(a) Any person whose land has no outlet to, nor connection with a public road, may file an application in writing with the board of county commissioners in the county where his land is located for a private road leading from his land to some convenient public road..\*\*\*

If any affected party, including any landowner affected by any alternative route proposed as provided in subsection (b) of this section, is a nonresident, and there is no resident agent upon which personal service can be had, then the notice may be published once a week for three (3) weeks in a newspaper published in the county. The first publication shall be at least forty-five (45) days prior to the hearing.\*\*\*”

## **TITLE 26: INSURANCE CODE**

### **CHAPTER 3: AUTHORIZATION OF INSURERS AND GENERAL REQUIREMENTS**

#### **W.S. § 26-3-117. Suspension and revocation of certificate of authority; order and notice of suspension.**

“(a) All suspensions or revocations of or refusals to continue an insurer's certificate of authority shall be by the commissioner's order given to the insurer.\*\*\*

(c) The commissioner shall publish notice of any suspension, revocation or refusal to continue in a newspaper in general circulation.”

#### **W.S. § 26-3-118. Suspension, revocation of certification of authority; duration of suspension; reinstatement.**

“\*\*\* (d) \*\*\* If pursuant to W.S. 26-3-117(c) the commissioner has published notice of suspension of the insurer's certificate of authority, he shall also publish notice of reinstatement.”

#### **W.S. § 26-3-126. Annual statement; correction and publication of statements.**

“(a) As soon as reasonably possible after the insurer files its annual statement with the commissioner, the commissioner shall review the statement and require correction of any errors or omissions.

(b) After any corrections noted are made, the commissioner shall\*\*\*

(iii) Cause each summary and certificate to be published for six (6) successive days in a daily newspaper of general circulation within the state, or for six (6) successive weeks in a weekly newspaper of general circulation, and the insurer shall pay the cost of publication upon receipt of a statement from the newspaper.

(c) Insofar as is possible the commissioner shall distribute the publications equally among the newspapers located in this state.”

**TITLE 27: LABOR AND EMPLOYMENT  
CHAPTER 9: FAIR EMPLOYMENT  
PRACTICES**

**W.S. § 27-9-104. Powers and duties of department of employment.**

“(a) The department shall have the following powers and duties:

(i) To call upon any state agency, institution, or employee, for advice, counsel, and assistance in the enforcement of this article;

(ii) To adopt, publish, amend, and rescind regulations consistent with and for the enforcement of this article;

(iii) To receive, investigate, and determine the validity of complaints alleging discrimination in employment or the existence of a discriminatory or unfair employment practice;

(iv) Repealed by Laws 2001, ch. 162, § 2.

(v) For the purposes of all investigations the department shall have the power to issue subpoenas requiring the attendance and testimony of witnesses and the production of any books, papers, documents or records which the department deems relevant or material to the inquiry;

(vi) In case of disobedience to a subpoena the department may invoke the aid of any district court in the state in requiring the attendance and testimony of witnesses and the production of documentary evidence. Any failure to obey the order of the court may be punished by the court as a contempt of court;

(vii) To enter into agreements, exchange information and otherwise assist the equal employment opportunity commission, and to accept from the equal employment opportunity commission reimbursement for services rendered.

(b) The department shall contract with an independent hearing officer to conduct any hearing under W.S. 27-9-101 through 27-9-106.”

**TITLE 29: LIENS  
CHAPTER 7: PERSONAL PROPERTY  
ARTICLE 2: BREEDERS**

**W.S. § 29-7-205. Sale at auction; publication or posting of notice; contents thereof; new notice required in case of adjournment; lien claimant may purchase; bill of sale to be filed. Background:** At any time after default of payment for services rendered and within one year after the service, the owner of a breeder’s lien may take possession of any female animal or offspring upon which the lien exists and sell. [W.S. 29-7-204]

**W.S. § 29-7-205:** “(a) A sale shall be made at public auction. The lienholder shall first give ten (10) days notice in any newspaper published in the county where the notice of lien is filed. If no newspaper is published in the county the notice shall be posted\*\*\*. The notice shall:

(i) Describe the animal or animals to be sold;

(ii) State the amount of money claimed to be due;

(iii) State when the services were rendered; and

(iv) State the exact time and place of the sale.

(b) If for any reason it is necessary to adjourn the sale, new notices shall be given as in the first instance required.\*\*\*”

**TITLE 30: MINES AND MINERALS  
CHAPTER 2: MINING  
OPERATIONS  
ARTICLE 3. BOARD OF MINES; EXAMINING  
BOARD**

**W.S. § 30-2-306. State mining council; examinations for certificates; duty as to examinations generally; meetings; notice of meetings.**

“\*\*\* At least fifteen (15) days notice of the place and date of every meeting of the council held for the purpose of examining applicants shall be given by publication in a newspaper published in the area where the examination is to be held\*\*\*.”

**CHAPTER 5: OIL AND GAS  
ARTICLE 1: IN GENERAL**

**W.S. § 30-5-111. Rules of practice and procedure; hearings; emergency orders; notice; public inspection.**

“\*\*\*(d) Notice of all hearings before the commission shall be given by the commission by one (1) publication in a newspaper of general circulation in Natrona county, and by one (1) publication in a newspaper of general circulation in the county where the land affected, or some part thereof, is situated.\*\*\*

(e) All notices of hearings required to be given by the commission shall issue in the name of the state, and be signed by a member of the commission or its secretary, and shall specify the style and number of the proceeding, the time and place of hearing, and shall briefly state the purpose of the proceeding.

(f) In addition to the notice herein provided the commission may, by rule, regulation or order, require such additional notice to be given in such manner and for such time as it may deem necessary and proper.\*\*\*

(h)\*\*\*On the filing of a petition for a hearing concerning any matter within the jurisdiction of the commission, it shall promptly fix a date for a hearing thereon and shall cause notice of the hearing to be given.\*\*\*”

**TITLE 31: MOTOR VEHICLES  
CHAPTER 5: REGULATION OF TRAFFIC ON HIGHWAYS  
ARTICLE 12: OFFENSES, PENALTIES AND ENFORCEMENT**

**W.S. § 31-5-1212. Audit of traffic citation records; annual summary of traffic violation notices.**

“\*\*\*(b) The fiscal officer shall publish or cause to be published an annual summary of all traffic violation notices issued by the traffic enforcement agency and the dispositions thereof in at least one (1) local daily newspaper of general circulation.”

**CHAPTER 11: IDENTIFICATION OF VEHICLES AND PREVENTION OF THEFT**

**W.S. § 31-11-104. Sale of seized vehicles; disposition of proceeds; proof of ownership after sale.**

**Background:** “All officers, having probable cause, may take and hold...any vehicle for...[not more than] ninety (90) days...if the vehicle identification number...has been altered, removed,

changed or obliterated. Any officer taking possession...shall immediately notify the sheriff's office and the rightful owner, if known. The notification shall contain a description of the vehicle and any other facts that may assist in locating the rightful owner or...prosecuting any person for

a violation of law.” [W.S. 31-1-111. Seizure of vehicles by officers.]

**W.S. § 31-11-104:** “All vehicles seized under W.S. 31-11-111 remaining unclaimed after ninety (90) days from the date of seizure, shall be sold by the department or its authorized representative, at public auction, to the highest bidder. Notice of sale shall be published not less than ten (10) days preceding the date of the sale, in a newspaper of general circulation in the county where the vehicle is to be sold, giving a full description of the vehicle together with engine or serial numbers or marks, if any.\*\*\*”

### **CHAPTER 13: ABANDONED VEHICLES**

#### **W.S. § 31-13-106. Mailing of notice of impoundment by a police officer; notice by publication.**

“(a) The notice required by W.S. 31-13-104 shall be provided by the department by personal delivery thereof to the person to be notified or by deposit in the United States mail of the notice in an envelope with postage prepaid, addressed to the person at his address as shown by the records of the department. Notice by mail is complete upon the expiration of four (4) days following deposit of the notice.\*\*\*

(b) The notice required by W.S. 31-13-104, if the identity of the vehicle owner of record or lienholders of record, if any, cannot be determined or if the registration contains no address for the owner, shall be by one (1) publication in a newspaper of general circulation in the county where the vehicle was abandoned. Notice by publication may contain multiple listings of abandoned vehicles. Any notice shall be in compliance with the provisions of subsection (a) of this section.”

*NOTE:* Subsection (a) does not provide time or content requirements, which are provided in W.S. 31-13-104, below.

**W.S. 31-13-104:** “\*\*\*. Upon receipt of the report..., the department shall provide written notification to the vehicle owner of record and to lienholders of records, stating the grounds for removal and the name of the garage or place of impoundment of the vehicle. Notice shall not be required if the retail value of an abandoned vehicle is six hundred dollars (\$600.00) or less as determined by the sheriff of the county in which the vehicle is impounded. As to vehicles not registered in this state, the department shall make a reasonable effort to notify the owner or any lienholder of removal and the place of impoundment of the vehicle \*\*\*.\*\*\*”

#### **W.S. § 31-13-108. Disposition of abandoned vehicles impounded by a police officer; payment of expenses; extinguishment of liens.**

“(a) As to vehicles impounded by a police officer having a retail value of six hundred dollars (\$600.00) or more after thirty (30) days have elapsed from the date notice was given as provided in W.S. 31-13-106, the sheriff shall sell the vehicle and its contents, if any, at public auction to

the highest bidder or cause an action to be filed pursuant to W.S. 31-13-112(e). Notice of the sale shall be published once in a newspaper of general circulation in the county where the vehicle is impounded not less than ten (10) days preceding the date of the sale, giving a full

description of the vehicle together with engine or serial numbers or marks, if any, and the amount of money claimed to be due thereon and the time and place of sale.\*\*\*

(f) The sheriff may sell for any person an abandoned vehicle as defined in this act and may charge a fee for the sale equal to ten dollars (\$10.00) plus the actual costs of publication and all other costs related to the sale. Except as otherwise provided in W.S. 31-13-111(f), the proceeds of the sale conducted pursuant to this subsection less the expenses of the sale and the amount of any liens on the vehicle shall be given to the person on whose property the vehicle was abandoned.”

**W.S. § 31-18-707. Nonpayment of fees, taxes, penalties or interest.**

“All fees under chapter 18 of title 31, diesel fuel taxes, penalty or interest under title 39 or commercial vehicle registration fees under title 31 become delinquent if not paid as provided for by law from the date due. Delinquent diesel fuel taxes, penalties, interest or commercial vehicle registration fees are a lien on all motor vehicles owned or operated in this state by the person liable for payment of the taxes, penalties, interest or fees. If any such taxes, penalties, interest or fees remain delinquent for thirty (30) days or if any vehicle subject to the lien is about to be removed from the state, the department or its authorized enforcement agent may seize and sell the vehicle subject to all existing liens and security interests held by others, at public auction upon notice to the owner and lienholder of record as provided by Rule 4 of the Wyoming Rules of Civil Procedure, and upon four (4) weeks notice of the sale in a newspaper published in the counties in which the vehicle is titled and registered. The department may bring suit in any court of competent jurisdiction to collect any delinquent fees or taxes, penalties and interest under this section.”

**TITLE 33: PROFESSIONS AND  
OCCUPATIONS  
CHAPTER 12: COSMETOLOGY**

**W.S. § 33-12-124.Meetings.**

“\*\*\*The board shall meet as often as needed, but not less than four (4) times a year. The meetings shall be held in accordance with W.S. 16-4-401 through 16-4-407. The board shall keep permanent records of its meetings.”

**TITLE 34: PROPERTY, CONVEYANCES AND SECURITY  
TRANSACTIONS**

**CHAPTER 4: FORECLOSURES OF MORTGAGES AND POWER OF SALE**

**W.S. § 34-4-104. Publication and service of notices; generally.**

“(a) Notice that the mortgage will be foreclosed by a sale of the mortgaged premises, or some part of them, shall be given by publishing the notice for four (4) consecutive weeks, at least once in each week, in a newspaper printed in the county where the premises included in the mortgage and intended to be sold, or some part of them, are situated, if there be one; and if no newspaper be printed in the county, then notice shall be published in a paper printed in the state and of general circulation in the county.\*\*\*”

*NOTE:* Statue refers to W.S. 1-6-201 through 1-6-203.

**W.S. § 34-4-105. Publication of notice;  
contents.**

“(a) Every such notice shall include:

- (i) The names of the mortgagor and of the mortgagee and the assignee of the mortgage if any;
- (ii) The date of the mortgage and when recorded;
- (iii) The amount claimed to be due thereon at the date of the notice;
- (iv) A description of the mortgaged premises, conforming substantially with that contained in the mortgage;
- (v) The time and place of sale; and
- (vi) A statement that ‘The property being foreclosed upon may be subject to other liens and encumbrances that will not be extinguished at the sale and any prospective purchaser should research the status of title before submitting a bid.’”

**W.S. § 34-4-109. Postponement of sale.**

“A foreclosure sale may be postponed from time to time by inserting a notice of the postponement as soon as practicable in the newspaper in which the original advertisement was published and continuing the publication until the time to which the sale shall be postponed, at the expense of the party requesting the postponement, provided that the original advertisement is published at least once a week, over four (4) consecutive weeks, and the notice of postponement is published at least once a week, over two (2) consecutive weeks.”

**TITLE 35: PUBLIC HEALTH AND  
SAFETY  
CHAPTER 1: ADMINISTRATION  
ARTICLE 1: IN GENERAL**

**W.S. § 35-1-104. Applicability of provisions; exceptions.**

“This act shall not apply to publications, advertisements or notices of the United States government, the state of Wyoming or of any city in the state of Wyoming.”

**CHAPTER 2: HOSPITALS AND RELATED INSTITUTIONS  
ARTICLE 3: STATE HOSPITAL AND MEDICAL FACILITIES SURVEY  
AND CONSTRUCTION ACT**

**W.S. § 35-2-340. Preparation and submission to surgeon general; notice and hearing prerequisite to submission; publication upon approval; subsequent modifications.**

**Background:** The commissioner (secretary of the state board of health) may make an inventory of existing medical facilities to survey the need for construction of additional medical facilities. He is authorized to apply to the surgeon general of the United States for federal funds to conduct survey and planning activities. [W.S. 35-1-320 through 35-2-322]

**W.S. § 35-2-340:** “The commissioner shall prepare and submit to the surgeon general a state plan which shall include the hospital and medical facilities construction program developed under W.S. 35-2-320 through 35-2-322 and which shall provide for the establishment, administration, and operation of the hospital and medical facilities construction activities in accordance with the requirements of the federal act and regulations thereunder. The commissioner shall, prior to the submission of such plan to the surgeon general, give adequate publicity to a general description of all the provisions proposed to be included therein, and hold

a public hearing\*\*\*. After approval of the plan by the surgeon general, the commissioner shall publish a general description of the provisions thereof in at least one (1) newspaper having general circulation in each county in the state\*\*\*.”

*NOTE:* There is no need to publish subsequent modifications submitted to the surgeon general which the commissioner may find necessary during review of the construction program. [W.S. 35-2-340]

#### **ARTICLE 4: HOSPITAL DISTRICTS**

##### **W.S. § 35-2-401. Establishment of hospital district.**

“(d) A special hospital district may be established and subsequent elections held under the procedures for petitioning, hearing and election of special districts as set forth in the Special District Elections Act of 1994.”

##### **W.S. § 35-2-417. General obligation coupon bonds; issuance, form, notice, value, rejection of bids, and private sale.**

**Background:** The board of trustees of any hospital district may, after approval of the board of county commissioners, submit to the electors of the district the question whether the board is authorized to issue the general obligation coupon bonds of the district in a certain amount for purchase of real property, construction or purchase of improvements, and for equipment for hospital purposes. [W.S. 35-2-415]

**W.S. § 35-2-417:** “If the proposal to issue said bonds shall be approved, the board of trustees may issue such bonds in such form as the board may direct and shall give notice by publication in some newspaper published in the counties in which said district is located and in some newspaper of general circulation in the capital of this state of its intention to issue and negotiate such bonds, and to invite bidders therefor\*\*\*.”

#### **ARTICLE 7: RURAL HEALTH CARE DISTRICTS**

##### **W.S. § 35-2-701. Procedure for proposing establishment of special rural health care districts.**

“\*\*\*(e) A special rural health care district may be established under the procedures for petitioning, hearing and election of special districts as set forth in the Special District Elections Act of 1994.”

##### **W.S. § 35-2-709. Bond issue.**

**Background:** The board of trustees of any rural health care district may submit to the electors of the district the question of whether the board shall be authorized to issue the bonds of the district in a certain amount for the purchase of real property, construction or purchase of improvements and for equipment for rural health care purposes. [W.S. 35-2-709(a)]

**W.S. § 35-2-709:** “(b)\*\*\* The board of trustees shall give notice by publication in some newspaper published in the counties in which the district is located of its intention to issue and negotiate the bonds and to invite bidders therefor.\*\*\*”

#### **CHAPTER 3: SANITARY AND IMPROVEMENT DISTRICTS**

##### **W.S. § 35-3-101. Procedure for proposing establishment of sanitary and**

**improvement districts.**

“\*\*\* (g) A special sanitary and improvement district may be established under the procedures for petitioning, hearing and election of special districts as set forth in the Special District Elections Act of 1994.”

**W.S. § 35-3-105. Election and compensation of clerk; employment of engineer; ordinances, rules and regulations; publication of proceedings.**

“\*\*\* Immediately after each regular and special meeting of said board, it shall cause to be published in one (1) newspaper of general circulation in the district, a brief statement of its proceedings, including an itemized list of bills and claims allowed, specifying the amount of each, to whom paid and for what purpose; provided, no publication shall be required unless the same can be done at an expense not exceeding one-third of the rate for publication of legal notices.”

**W.S. § 35-3-118. Bonds; judicial examination and approval; notice and hearing.**

**Background:** The board of trustees of a sanitary and improvement district or a holder of a general obligation bond of the district shall file a petition praying that the proceedings providing for and authorizing issue and sale of the bonds of the district be examined, approved and confirmed by the court. [W.S. 35-3-116, 35-3-117]

**W.S. § 35-3-118:** “The court shall fix the time for the hearing of the petition, and shall order the clerk of the court to give and publish a notice of the filing of the petition. The notice shall be given as is provided in section 3. The notice shall state the time and place fixed for the hearing of the petition and prayer of the petition, and that any person interested in the organization of the district, or in the proceedings for the issuance or sale of the bonds may, on or before the day fixed for the hearing of the petition, move to dismiss the petition or answer thereto. The petition may be referred to and described in the notice as the petition of... (giving its name), praying that the proceedings for the issuance and sale of such bonds of such district may be examined, approved and confirmed by the court.”

*NOTE:* The footnote states that notice provisions of W.S. 35-3-101 (above) are to be used.

**W.S. § 35-3-121. Bonds; objections to issuance; submission of question to voters; issuance upon favorable vote; rate of interest.**

“If the electors of the district, equal in number to forty percent (40%) of the electors of the district voting at the last general state election, file written objections to the proposed issuance of the bonds with the clerk of the board of trustees within twenty (20) days after the first publication of notice, the board of trustees shall submit the proposition of issuing the bonds to the electors of the district at an election on a date as determined by the board of county commissioners and authorized under W.S. 22-21-103, notice of which shall be given by publication in a legal newspaper published or of general circulation in the district three (3) consecutive weeks.\*\*\*”

**W.S. § 35-3-124. Preparation of plans and specifications for improvement; estimate of cost; notice required before adoption; information to be shown in notice.**

**Background:** The board of trustees of a sanitary and improvement, district, shall cause plans and specifications for improvements and an estimate of the cost to be drawn up. After these items are approved and adopted by the board of trustees, they are to be filed with the county



clerk and

made available for public inspection. [W.S. 35-3-124(a)]

**W.S. § 35-3-124:** “\*\*\* (b) The board of trustees shall then, by resolution entered in the minutes of their proceedings, direct that public notice be given in regard thereto. This notice shall state:

(i) The general nature of the improvements proposed to be made;

(ii) That the plans, specifications and estimate thereof are on file in the office of the county clerk and are open to public inspection;

(iii) The estimated cost thereof;

(iv) That it has proposed to pay for the same by:

(A) Direct obligation bonds payable from unlimited ad valorem taxes on all the property located in the district in which the bonds are issued;

(B) Revenue bonds payable from service charges from present and future residents of the district;

or

(C) A combination of the two (2) methods.

(v) The principal amount of said bonds which it proposes to issue;

(vi) The maximum rate of interest which the bonds will bear and that they shall mature in not to exceed forty (40) years from the date of issuance thereof;

(vii) That in the event revenue bonds are issued, the payment of said bonds will be a lien upon and will be secured by a pledge of the revenues and earnings from the improvements;

(viii) The kind of improvements whose revenues and earnings are to be so pledged;

(ix) That any qualified elector of the district may file written objections to the issuance of said bonds with the clerk of the board of trustees of the district within twenty (20) days after the first publication of said notice;

(x) That if such objections are filed within said time by qualified electors of the district, equal in number to forty percent (40%) of the electors of the district who voted at the last general state election, the bonds will not be issued unless the issuance of such bonds is otherwise authorized in accordance with law; and

(xi) That if such objections are not so filed by such percentage of such electors, the board of trustees of the district proposes to pass a resolution authorizing the sale of said bonds and making such contracts with reference thereto as may be necessary or proper.

(c) Such notice shall be signed by the clerk of the board of trustees and be published three (3) consecutive weeks in a legal newspaper published or of general circulation in the district.”

## **CHAPTER 7: FOOD AND DRUGS**

### **ARTICLE 10: CONTROLLED SUBSTANCES ACT**

#### **W.S. § 35-7-1011. Control of substances.**

**Background:** The Attorney General of the state of Wyoming is designated commissioner of drugs and substance control. He is to administer the act and may add substances to, delete substance from, or reschedule substances enumerated in Schedules I through V (W.S. 35-7-1014 through 35-7-1022). [W.S. 35-7-1011(a)] Where a substance is designated, rescheduled, or deleted as a controlled substance under federal law and notice is given to the commissioner, he has 30 days to either control the substance or object. If he objects, he shall “publish the reasons for objection and afford all interested parties an opportunity to be heard...At the conclusion of the hearing, the commissioner shall publish his decision which shall be final

unless altered by statute. Upon publication of objection to inclusion, rescheduling or deletion under this act by the commissioner, control under this act is stayed until the commissioner publishes his final decision.” [W.S. 35-7-1011(d)]

**CHAPTER 8: CEMETERIES AND  
BURIALS  
ARTICLE 2: MUNICIPAL CEMETERIES**

**W.S. § 35-8-212. Authority to declare abandoned unoccupied lots; procedure; resale.**  
“Any city, town or special cemetery district may declare abandoned the ownership of any unoccupied lots or parcels of land in municipally owned cemeteries...or any special cemetery district whenever there has been no contact with or knowledge of the owners, heirs, or assigns, as the case may be, of such lots or parcels for more than twenty-five (25) years. Prior to declaring such abandonment, notice shall be served by registered mail at the last known address of such owner, heirs, or assigns. In the event that the address cannot be ascertained, notice shall be given by one (1) publication in the official newspaper of the municipality or special cemetery district in which the cemetery is located. Said notice shall allow thirty (30) days for the owner, heirs, or assigns to advise the city or town or special cemetery district of his identity and address\*\*\*.”

**ARTICLE 3: SPECIAL CEMETERY  
DISTRICTS**

**W.S. § 35-8-301. Procedure for proposing establishment of special cemetery district.**  
“\*\*\*(e) A special cemetery district may be established under the procedures for petitioning, hearing and election of special districts as set forth in the Special District Elections Act of 1994.”

**W.S. § 35-8-318. Bond issue; issuance; form; advertising for bidders; sale.**  
**Background:** The board of trustees of any cemetery district may submit to electors of the district the question whether the board shall be authorized to issue the coupon bonds of the district in a certain amount for the purchase of real property, construction or purchase of improvements, and for equipment for cemetery purposes. [W.S. 35-8-316]  
**W.S. § 35-8-318:** “If the proposal to issue said bonds shall be approved, the board of trustees may issue such bonds in such form as the board may direct and shall give notice by publication in some newspaper published in the counties in which said district is located and in some newspaper of general circulation in the capital of this state of its intention to issue and negotiate such bonds, and to invite bidders therefor\*\*\*.”  
*Note:* Statute refers to W.S. 1-6-201 through 1-6-203.

**CHAPTER 9: FIRE PROTECTION  
ARTICLE 1: DEPARTMENT OF FIRE PREVENTION AND ELECTRICAL  
SAFETY**

**W.S. § 35-9-111. Certain structures declared nuisance; repair or demolition; procedure.**  
**Background:** A building or structure is a public nuisance if it is especially liable to fire and endangers people, buildings or property in the vicinity. If determination of public nuisance is made by the fire marshal or chief of a fire department or district, such officer can order that

the structure be repaired, torn down or demolished, all materials removed and all dangerous conditions remedied. [W.S. 35-9-111(a)]

**W.S. § 35-9-111:** “\*\*\* (b) The order shall be in writing, state the grounds and be filed in the office of the clerk of the district court of the county in which the building or structure is situated. A copy of the order shall be served in accordance with the Wyoming Rules of Civil Procedure upon the owner and any occupants of the building or structure with a written notice that the order has been filed and will be put in force unless the owner or occupant files his objections or answer with the clerk of the district court\*\*\*.”

**W.S. § 35-9-206. Issuance of bonds; notice;  
bids.**

**Background:** The board of directors of a fire protection district is authorized to submit to electors of the district the question whether the board shall be authorized to issue the coupon bonds of the district in a certain amount for the purchase of real property, for the construction or purchase of improvements and for equipment for fire protection district purposes. [W.S. 35-9-204]

**W.S. § 35-9-206:** “If the proposal to issue said bonds shall be approved, the board of directors must issue such bonds...and shall give notice by publication in some newspaper published in the counties in which said district is located and in some newspaper of general circulation in the capital of the state of its intention to issue and negotiate such bonds, and to invite bidders therefor\*\*\*.\*\*\*”

**W.S. § 35-9-209. Procedure for proposing establishment of fire protection  
district.**

“(j) A fire protection district may be established under the procedures for petitioning, hearing and election of special districts, and subsequent elections shall be held, as set forth in the Special District Elections Act of 1994.”

\*\*\*Look up Act\*\*\*

(k) Notwithstanding subsection (j) of this section, a fire protection district may be established through division of an existing fire protection district pursuant to W.S. 35-9-213 through 35-9-215.”

**CHAPTER 11: WYOMING ENVIRONMENTAL QUALITY  
ACT  
ARTICLE 4: LAND QUALITY**

**W.S. § 35-11-406. Application for permit; generally; denial; limitations.**

**Background:** Applications for a mining permit shall be made in writing to the administrator of the land quality division of the State Department of Environmental Quality. [W.S. 35-11-104,

35-11-403, 35-11-406] The applicant shall file a copy of his application for public inspection at the office of the administrator and in the offices of the county clerks of counties in which the

proposed permit area is located. [W.S. 35-11-406(d)] The administrator will notify the applicant within 60 days of submission of the application if it is complete. If the administrator finds it incomplete, he will advise the applicant in writing of the information required. [W.S.

35-11-

406(e)] Applicant can then resubmit, and the administrator has 60 days from receipt of each and any submission to advise the applicant in writing if the application is then complete. [W.S. 35-

11-406(f)]

**W.S. § 35-11-406 (g):** “(g) After the application is determined complete, the applicant shall publish a notice of the filing of the application once each week for two (2) consecutive weeks in a newspaper of general circulation in the locality of the proposed mining site.”

**Background:** The administrator shall review the application and, unless the applicant requests a delay, shall advise him in writing within 150 days from the date of determining the application is complete, that it is suitable for publication under subsection (j) of this section [see below], or that it is deficient or denied. If the applicant submits additional information in response to any deficiency notice, the administrator shall review it within 30 days of submission and advise the applicant in writing if the application is suitable for publication under subsection (j) of this section [see below], or that it is deficient or denied. [W.S. 35-11-406(h)]

**W.S. § 35-11-406 (j):** “(j) The applicant shall cause notice of the application to be published in a newspaper of general circulation in the locality of the proposed mining site once a week for four (4) consecutive weeks commencing within fifteen (15) days after being notified by the administrator. The notice shall contain information regarding the identity of the applicant, the location of the proposed operation, the proposed dates of commencement and completion of the operation, the proposed future use of the affected land, the location at which information about the application may be obtained, and the location and final date for filing objections to the application\*\*\*.”

**Background:** Any interested person may file written objections to the application with the administrator within 30 days after the last publication of above notice. An informal conference or a public hearing shall be held within 20 days after the final date for filing objections. [W.S. 35-

11-406(k)]

**W.S. § 35-11-406 (k):** “The council or director shall publish notice of the time, date and location of the hearing or conference in a newspaper of general circulation in the locality of the proposed operation once a week for two (2) consecutive weeks immediately prior to the hearing or conference.”

#### **W.S. § 35-11-415. Duties of operator.**

“(b) The operator, pursuant to an approved surface mining permit and mining plan and reclamation plan, or any approved revisions thereto, shall:\*\*\*

(xi) For surface coal mining operations, insure that explosives are used only in accordance with existing state and federal law and the rules and regulations promulgated by the council, which shall include but are not limited to provisions to:

(A) Provide adequate advance written notice to local governments and residents who might be affected by the use of these explosives by publication of the planned blasting schedule in a newspaper of general circulation in the locality\*\*\*.”

### **ARTICLE 6: VARIANCES**

#### **W.S. § 35-11-601. Applications; authority to grant; hearing; limitations; renewals; judicial review; emergencies.**

**Background:** Any person who owns or controls any real or personal property, plant, building,

structure, process or equipment may apply to the administrator of the appropriate division of the State Department of Environmental Quality for a variance (air or land only – water variances not permitted under this section) from any rule, regulation, standard or permit promulgated under

this act. A variance may be granted upon notice and hearing. [W.S. 35-11-601(a)]

**W.S. § 35-11-601:** “(a) Any person who owns or is in control of any real or personal property, any plant, building, structure, process or equipment may apply to the administrator of the appropriate division for a variance from any rule, regulation, standard or permit promulgated under this act. A variance may be granted upon notice and hearing. The administrator shall give public notice of the request for a variance in the county in which such real or personal property, plant, building, structure, process or equipment is in existence for which the variance is sought. The notice shall designate who has applied for the variance and the nature of the variance requested and the time and place of hearing and shall be published in a newspaper of general circulation in said county once a week for four (4) consecutive weeks prior to the date of the hearing. The cost of publication shall be paid by the person applying for the variance.\*\*\*”

(f) Any variance granted pursuant to this section may be renewed on terms and conditions and for periods which would be appropriate on initial granting of a variance. If complaint by an aggrieved party is made to the director on account of the variance, no renewal thereof shall be granted, unless following public hearing on the complaint on due notice, the council finds that renewal is justified.\*\*\*”

## **CHAPTER 12: INDUSTRIAL DEVELOPMENT INFORMATION AND SITING**

### **W.S. § 35-12-107. Request for waiver of permit application; form.**

“(a) Any person proposing to construct an industrial facility may submit a written request for a waiver of the application provisions of this chapter.\*\*\*

(c) Not more than seven (7) days following receipt of a request for a waiver, the director shall:\*\*\*

(ii) Cause a summary of the request to be published in one (1) or more newspapers of general circulation within the area to be primarily affected by the proposed facility;\*\*\*

(d) Not more than fourteen (14) days following receipt of a request, the director shall:\*\*\*

(iii) Cause notice of the meeting to be published in one (1) or more newspapers of general circulation within the area to be primarily affected by the proposed facility\*\*\*.\*\*\*

(f) Within fourteen (14) days of the public meeting, the applicant shall meet with the director and each local government affected by the proposed facility to determine the mitigation required to minimize any adverse impacts resulting from the proposed facility.

(g) Not more than fifty (50) days following receipt of a request, the director shall:\*\*\*

(iii) Cause notice of the hearing to be published in one (1) or more newspapers of general circulation within the area to be primarily affected by the proposed facility\*\*\*.\*\*\*”

### **W.S. § 35-12-110. Service of notice of application; information and recommendations; application deficiencies; procedure; jurisdiction; hearing.**

“(a) Not more than ten (10) days following receipt of an application for a permit, the director shall:\*\*\*

- (ii) Cause a summary of the application to be published in one (1) or more newspapers of general circulation within the area to be primarily affected by the proposed facility.\*\*\*
- (f) Not more than ninety (90) days after receipt of an application for a permit, the director shall:
  - (i) Schedule and conduct a public hearing\*\*\*.
  - (iii) Cause notice of the hearing to be published in one (1) or more newspapers of general circulation within the area to be primarily affected by the proposed facility\*\*\*.\*\*\*”

**W.S. § 35-12-113. Decision of council; findings necessary for permit conditions imposed; service of decision on parties; waste management surcharge.**

**Background:** Within 45 days from the date of completion of the hearing the industrial siting council shall make complete findings, issue an opinion and render a decision either granting or denying the application or granting it with modifications. [W.S. 35-12-113(a)]

**W.S. § 35-12-113(f):** “(f) Within ten (10) days from the date of the council's decision, a copy of the findings and the council's decision shall be served upon the applicant, parties to the hearing and local governments to be substantially affected by the proposed facility and filed with the county clerk of the county or counties to be primarily affected by the proposed facility. Notice of the decision shall be published in one (1) or more newspapers of general circulation within the area to be affected by the proposed facility.\*\*\*”

**TITLE 36: PUBLIC LANDS  
CHAPTER 3: COMMISSIONER OF PUBLIC LANDS**

**W.S. § 36-3-104. Notice of selection.**

**Background:** The commissioner of public lands shall select and locate all lands which are now or may be granted to the state of Wyoming by the United States. [W.S. 36-3-103]

**W.S. § 36-3-104:** “Before any selection of lands granted to the state is made, it shall be the duty of the director to publish in at least one (1) newspaper of general circulation in each county in the state a notice giving the area of the said lands so to be selected, and the time on or about when the director will receive applications for and begin the selection of said lands, and before any lands so selected shall be leased, sold or otherwise disposed of, a description of such lands together with the name of the person for whom selected, shall be published at least once in a newspaper of general circulation in each county wherein said lands are located\*\*\*.\*\*\*”

**CHAPTER 7: CAREY ACT LANDS  
ARTICLE 3: RECLAMATION OF LAND  
DIVISION 2: CONTRACTS FOR CONSTRUCTION OF IRRIGATION WORKS**

\*Carey Act Lands – 43 U.S.C. 641 – originally provided for federal grant of certain desert lands to the state of Wyoming to be reclaimed. And now incorporates all federal grants of land to the state. [W.S. 36-7-101]

**W.S. § 36-7-322. Notice upon failure to fulfill; sale of incompletd works; option to complete.**

“Upon the failure of any parties, having contracts with the state for the construction of irrigation works, to begin the same within the time specified by the contract..., the director...[shall]

give such parties written notice of such failure, and if, after a period of sixty (60) days from the sending of such notice, they shall have failed to proceed with the work, or to conform to the specifications of their contract..., unless said parties shall show to the satisfaction of the board

good and sufficient reason for such delay and failure to complete..., the bond and contract of such parties and all work constructed thereunder shall be at once and thereby forfeited to the state, and it shall be the duty of the board at once so to declare and to give notice once each week, for a period of four (4) weeks, in some newspaper of general circulation in the county in which the work is situated, and in one (1) newspaper at the state capital, in like manner and for a like period, of the forfeiture of said contract, and that upon a day fixed, proposals will be received at the office of state lands and investments in the capitol at Cheyenne, for the purchase

of the incompleting works and for the completion of said contract; the time for receiving said bids to be at least sixty (60) days subsequent to the issuing of the last notice of forfeiture.\*\*\*”

#### **ARTICLE 4: SETTLEMENT OF LANDS**

##### **W.S. § 36-7-401. Notice lands open for settlement.**

“Upon receipt of notice by the contracting company that water for beneficial irrigation can be furnished for all or any part of the lands in any segregation list at stated time, it being shown to the satisfaction of the board that the contracting company will be able to deliver water at the said time, it shall be the duty of the board, by publication, at the expense of the contracting company, in one (1) newspaper in the county in which said lands are situated and such other newspaper or newspapers as may be designated by the contracting company, to give notice that certain lands, generally described, are open for settlement; that the land will be sold at fifty cents (\$.50) per acre by the state and that proportionate interests in the irrigation system for a perpetual water supply can be purchased at the price named and water for beneficial irrigation can be furnished on the date named, and such other information as the board shall deem advisable.”

#### **ARTICLE 5: WATER RIGHTS AND LIENS**

##### **W.S. § 36-7-504. Notice and place of foreclosure sale; duties of sheriff; limitation on bids.**

**Background:** Any entity furnishing water for any tract of land shall have a first and prior lien on the water right and land on which the water is used. [W.S. 36-7-502] Upon default of any deferred payment secured by such lien, it may be foreclosed. [W.S. 36-7-503]

**W.S. § 36-7-504:** “All sales shall be advertised in a newspaper of general circulation, published in the county where said land and water right is situate for six (6) consecutive weeks\*\*\*”

*Note:* Statute refers to publication of notice of foreclosure of mortgaged premises, W.S. 34-4-104 and 34-4-105.

#### **CHAPTER 9: SALE OF STATE LANDS**

##### **W.S. § 36-9-104. Advertisement.**

“All sales of state lands...shall be advertised for four (4) consecutive weeks in some newspaper in the county in which such land is situated, if there be such paper; if not, then in some paper published in an adjoining county. Advertisements of such sales may be made in other papers, as the board may direct. The advertisement shall state the time, place, description of land, and

terms of sale, and the price at which the land was appraised by the board for each parcel.”

**TITLE 37: PUBLIC UTILITIES**  
**CHAPTER 2: PUBLIC SERVICE COMMISSION**  
**ARTICLE 2: REPORTS, INVESTIGATIONS AND HEARINGS**

**W.S. § 37-2-205. Certificate of convenience and necessity; hearings.**

“\*\*\*(e) Where a certificate for the construction and operation of a high voltage electric transmission line of 230 KV or greater is required, the public service commission shall publish notice of application in a newspaper of general circulation in each county where the line will be constructed.\*\*\*”

**CHAPTER 5: WYOMING NATURAL GAS PIPELINE  
AUTHORITY**

**W.S. § 37-5-102. Purposes; budget.**

**Background:** The Wyoming Natural Gas Pipeline Authority was created to plan, finance, construct, develop, acquire, maintain and operate a national gas pipeline system or systems within or without Wyoming. [W.S. 37-5-102(a)] The authority shall not exercise any of its rights or powers if private entities are performing the acts, constructing or have constructed the facilities, or are providing the services contemplated by the authority. [W.S. 37-5-102(d)]

**W.S. § 37-5-102(d):** “\*\*\*Prior to exercising any rights or powers granted to it in this section, the authority shall publish in a newspaper of general circulation in Cheyenne, and in a newspaper in the area where the facilities or services are contemplated, in the manner prescribed by law, a notice describing the acts, facilities, or services contemplated by the authority, and private persons, firms or corporations wishing to perform the acts, construct the facilities or provide the services described in the notice shall have a period of ninety (90) days from the date of last publication of the notice within which to notify the authority of [their intent].\*\*\*”

**W.S. § 37-5-104. Bonds.**

**Background:** The authority shall have the power to borrow money and evidence the borrowing in the issuance and sale of bonds. [W.S. 37-5-104(a)]

**W.S. § 37-5-104(c):** “(c) The bonds or other obligations issued under authority of this section may be sold by the authority at, above or below par value, at public or private sale, in a manner and from time to time as determined by the authority.\*\*\*”

(h) Any resolution of the board of the authority authorizing the issuance of bonds shall be published once in a newspaper of general circulation published in the city of Cheyenne, and in a newspaper in the area where the facilities or services are contemplated.\*\*\*”

**CHAPTER 7: POWER  
DISTRICTS**  
**ARTICLE 1: IN GENERAL**

**W.S. § 37-7-103. Time and place of hearing on petition; notice.**

**Background:** Whenever a majority of the freeholders on land and entrymen on public lands in any district who represent at least 1/3 of the area of land in that district desire to provide for the purchase of electric power, they must file a petition with the district court of the county embracing the largest acreage of the district. [W.S. 37-7-101(a)]



**W.S. § 37-7-103:** “On such petition being filed the court or judge thereof shall make an order fixing the time and place of the hearing thereon and ordering notice; thereupon the clerk of said county, for the county in which the proceedings are instituted, shall cause twenty (20) days notice of the filing of such petition to be given.”

*Note:* Statute refers to W.S. 1-6-201 through 1-6-203.

**W.S. § 37-7-114. Notice and hearing on report of commissioners.**

**Background:** If issues at the hearing are decided in favor of the petitioners, the court shall approve the petition establishing the district as a corporation and appoint commissioners [W.S.

37-7-109(a)], who shall conduct the affairs and business of the district [W.S. 37-7-112]. The commissioners shall, after organization of the district, prepare a report on the proposed work to be done, which shall be delivered to the court. [W.S. 37-7-113(a)]

**W.S. § 37-7-114:** “Upon the filing of said report, the court or judge thereof shall make and enter an order fixing the time and place when and where all persons interested may appear and remonstrate against the confirmation thereof, and the clerk of said court shall cause notice of the time and place of such hearing to be given to all parties interested which notice shall contain a brief description of the lands benefited and damaged, together with the net damage awarded the several tracts, parcels, easements and corporations to which damages are awarded, and the sum

in each case assessed for benefits, and cost of construction against said several benefited parcels, tracts, easements and corporations, and the benefits apportioned to each parcel, tract, easement or corporation in the district. Said notice shall be published at least three (3) successive weeks, prior to the day set for the hearing in one newspaper published in each county in which said lands, or any part thereof within said district are situate (and if no newspaper is published in said county,

in some newspaper in an adjoining county)\*\*\*.”

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

**W.S. § 37-7-115. Notice when lands situate in more than one county.**

“In case the lands are situated in more than one county the notice published in the county wherein the court having jurisdiction is situated shall contain a description of all the lands in said proposed district [with] the damages awarded to the several parcels thereof, but the notice published in any other county or counties may contain a description of only the lands situate in said county for which said publication is made, together with the damages awarded to and assessments for benefits against the several tracts, parcels, easements and interests situate in said county for which publication is made. In case of service of said notice personally, or the acceptance and waiver thereof of all the owners of the lands within the district, said service shall be sufficient and give the court jurisdiction without said publication.”

**W.S. § 37-7-128. Construction to be done by lowest responsible bidder; advertisement for bids; applicability of section.**

“In all cases where the work to be done at any one time under the directions of the commissioners will, in their opinion, cost to exceed twenty-five hundred dollars (\$2,500.00), the same shall be let to the lowest responsible bidder, and the commissioners shall advertise for sealed bids, by notice published in some newspaper published in the county in which the

petition is filed, and may advertise in one (1) or more newspapers published elsewhere. If there be no newspaper published in the county in which the petition is filed, they shall advertise in some newspaper published in an adjoining county, which said notice shall particularly set forth the

time and place when and where the bids advertised will be opened, the kind of work to be let and the terms of payment.\*\*\*”

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

## **CHAPTER 13: LOCAL IMPROVEMENT DISTRICTS**

### **W.S. § 37-13-110. Notice of public hearing on proposed improvement; manner of giving.**

**Background:** Landowners, cities, towns, counties and public utilities desiring to convert existing overhead electric and communication facilities to underground locations may do so by means of improvement district proceedings. [W.S. 37-13-102]

\*\*\*Look up 37-13-109:

**W.S. § 37-13-110:** “The notice shall be published in full one (1) time in a newspaper of general circulation in the county, city, or town in which the proposed district is located and by posting in not less than three (3) public places in the district. A copy of the notice shall be mailed to each owner of land within the proposed district whose property will be assessed for the cost of the improvement, at the address last appearing on the real property assessment rolls of the county wherein the property is located. In addition, a copy of the notice shall be addressed to “owner” and mailed to the street number of each piece of property to be affected by the assessment. Mailed notices and the published notice shall state where a copy of the resolution creating the district is available for inspection.”

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

### **W.S. § 37-13-111. Public hearing; changes in proposed improvements or in area of improvement district.**

\*\*\*“(c) After the hearing has been concluded and after all protests and objections have been considered, the governing body may make changes in the proposed improvements or in the area to be included in the district\*\*\*. Notice and an opportunity to protest shall be given if substantial changes are desired by the governing body. The governing body shall either abandon the district and project or adopt a resolution establishing the district\*\*\*. The resolution shall be published in the manner provided in W.S. 37-13-110\*\*\*.\*\*\*”

### **W.S. § 37-13-116. Notice of public hearing on proposed assessments.**

**Background:** After the resolution creating the district is adopted, the governing body shall prepare an assessment list detailing the total cost to be assessed and the amount of the assessment on each piece of property. [W.S. 37-13-113] Then, the governing body shall prepare for adoption at the assessment hearing a resolution incorporating the assessment list and declaring what share, if any, of the total cost is payable from voluntary contributions or governmental sources other than the imposition of assessments. [W.S. 37-13-114]

**W.S. § 37-13-116:** “Notice of a public hearing on the proposed assessment resolution shall be given. At least twenty (20) days before the date fixed for the hearing, the notice shall be published one (1) time in a newspaper in which the first notice of hearing was published. [See

W.S. 37-13-110]\*\*\* Each notice shall state that at the specified time and place the governing body will hold a hearing upon the proposed assessments and that the owner of any property to be assessed pursuant to the resolution will be heard on the question of whether his property will be benefited by the proposed improvement to the amount of the proposed assessment against his property and whether the amount assessed against his property constitutes more than his proper proportional share of the total cost of the improvement. The notice shall further state that the owner or owners of any property assessed must file a written objection pursuant to section 37-

303 [§ 37-13-131] of the statutes if the owner or owners wish to do the trenching and backfilling on their own property outside of utility easements and thereby not be obligated to pay the public utility therefor, if such is permitted by the district and public utility tariff. The notice shall further state where a copy of the proposed resolution levying the assessments against all real property in the district is on file for public inspection, and that subject to such changes and corrections as may be made by the governing body, it is proposed to adopt the resolution at the conclusion of the hearing. The published notice shall describe the boundaries or area of the district with sufficient particularity to permit each owner of real property therein to ascertain that his property lies in the district.\*\*\*”

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

**W.S. § 37-13-120. Failure to pay installments; sale of property; return of sale; certificate of sale.**

“\*\*\*(b) The governing body shall cause notice of sales for delinquent assessments and make the sales thereof in the same manner as is provided for sales of property by a treasurer of a city or town for delinquent assessments as provided in W.S. 15-6-410.\*\*\*”

*NOTE:* See W.S. 15-6-410.

**W.S. § 37-13-125. Sale of property held in trust; notice.**

**Background:** Failure to pay installments on assessment amounts shall cause default, and within 30 days from the date of default, the governing body shall, by general ordinance providing for sale of the property, proceed against the property. [W.S. 37-13-120]

\*\*\*Look-up 37-3-120

**Background:** Any property sold for an assessment shall be subject to redemption from the governing body by the owner. After two years, a redemption deed for the property shall be executed to the purchaser. [W.S. 37-13-121]

**W.S. § 37-13-125:** “(a) After the period of redemption has expired and a deed has been issued to a city, town or county, it may sell the property at public auction to the highest bidder for cash.\*\*\*

(b) Any sale shall be conducted only after notice has been given, describing the property and stating that the treasurer will on the day specified sell the property at the front door of the building in which the governing body holds its sessions, between the hours of 10:00 a.m. and

4:00 p.m. The notice shall be published at least five (5) times in a daily newspaper published within the district or if there is none, at least twice in a newspaper of general circulation in the district. The sale cannot be less than fifteen (15) days after the date of the last publication of the notice.”

*NOTE:* Statute refers to W.S. 1-6-201 through 1-6-203.

**W.S. § 37-13-128. Errors or irregularities not to void assessment; civil action to adjudicate grievance; action to test validity of resolution authorizing bond issue.**

“\*\*\*Whenever any enactment authorizing the issuance of any bonds pursuant to the improvement contemplated is adopted, the resolution shall be published once in a newspaper in which the original notice of hearing was published.\*\*\*”

**TITLE 39: TAXATION AND REVENUE**

**W.S. § 39-13-108. Enforcement**

“\*\*\* (d) Liens. The following shall apply:

(ii) Any person, county, municipality or political subdivision holding a certificate of purchase or tax deed issued for delinquent taxes has a lien against the real property which is subject to the certificate of purchase or tax deed to the extent of taxes, costs and penalties accrued plus interest, accruing penalties and the value of improvements placed on the real property by the lienholder or his assigns while lawfully in possession of the premises. The lien is superior to all other liens except those created by junior tax sales or payment of subsequent taxes by another person. The lien may be enforced in the district court of the county in which the real property lies or in any district court in which an action is filed in which the lienholder is made a defendant. The action shall be conducted in a manner similar to foreclosures of mortgages and sales thereunder. The decree may contain an order of sale directing the sheriff to advertise and sell the real property without appraisal and make a return of the proceedings within sixty (60) days;

(iii) Pursuant to an order of sale under paragraph (ii) of this subsection, the sheriff shall advertise the property for sale, and sell the property at public auction, without appraisal, to the highest bidder for cash\*\*\*.

(vi) Liens on mineral production. The following shall apply:

(e) Tax sales. The following shall apply:

(i) The following shall apply to the distraint and sale of personal property:

(A) If the county treasurer proceeds to collect delinquent taxes by distraint and sale of personal property the county treasurer:

(I) May keep the property at the expense of the owner;

(II) Shall give notice of the time and place of sale within five (5) days after the distraint in the manner required for notice of a sale of personal property under execution;

(III) I) Shall commence the sale within ten (10) days after the distraint;

(IV) May adjourn the sale from time to time, not exceeding three (3) days, shall adjourn the sale when there are no bidders, and shall put a notice of adjournment at the place of sale in the case of an adjournment;

(V) Shall return to the owner any surplus proceeds of sale after payment of taxes, interest, costs of keeping and transporting the property and fees of sale including charges provided by paragraph (ix) of this subsection, and render an account in writing of the sale and charges upon demand by the owner.

(B) The following fees, costs and charges shall be collected by the county treasurer to be credited to the county treasury:

(I) Twenty-three cents (\$.23) per mile for necessary travel; and

(II) Not to exceed twenty dollars (\$20.00) for advertising in the case of sale of personal property.

(ii) The following shall apply to sales of real property:

(A) If the county treasurer proceeds to collect delinquent taxes by sale of real property, he shall advertise notice of all sales of real property by publication thereof, once a week for three (3) weeks in a legal newspaper in the county, the first publication to be at least four (4) weeks prior

to the day of sale and prior to the first week in September. If there is no legal newspaper published in the county, the county treasurer shall post a written notice of the sale at least thirty (30) days prior to the date of the sale within and near the front door of the courthouse and in three (3) public places in the county in which the major portion of the real property to be sold is situated;

(B) Notices of sale of real property for payment of delinquent taxes shall:

(I) Describe the real property to be sold, by providing the legal description and the street address for the property used by the United States postal service when available, or the street address used by the county or municipality if available;

(II) Contain the name of the record owner of the real property and the person in whose name the real property is assessed if different than the record owner;

(III) Enumerate the year or years for which taxes are delinquent and the amount of taxes, interest and penalties due and unpaid for each year;

(IV) Specify the date, time of opening and place of sale;

(V) Specify whether the property is subject to special assessments for local or public improvements and the amount thereof.\*\*\*

(D) The notice of sale and text matter describing the real property to be sold shall be set in not larger than eight (8) point type, nor wider than the regular double column width of the newspaper. All sub-heads or captions designating school, irrigation or drainage districts, or other county subdivisions, shall be composed in black-faced type, not larger than eight (8) point, centered in double columns of not more than one (1) such line;

(E) Descriptions of all property offered for sale and listed in the name of one (1) owner shall be "run in" with the commas, semicolons and periods in a continuous line so as to use all space in each line thereof except space for tabulation of the total amount of the taxes, interest and costs, each line, when necessary, shall be leadered out to said total item, thus, .... \$ ;

(F) The name of the individual, firm, corporation or association to whom the property is assessed shall be set in capital letters, followed by an em dash immediately followed in the same line by the legal description and street address when available of the property to be sold which shall, if sufficiently long, continue to the end of the line leaving sufficient white space to classify the figures of the total amount for which the property is to be sold;

(G) The newspaper publisher shall follow the copy submitted to him by the county treasurer. The county treasurer shall prepare the copy for the publisher as herein provided and shall prepare the body matter of said tax list in the following form:

DOE, JOHN--SW

¼

Sec. 14; S

½

SE

¼

Sec. 12; N

½

NE

¼

Sec. 12; SE

¼

SW

⅓

\$134.25

Sec. 32; all in Twp. 12, Range 63 (street address when available)

ROE, JOHN--NW

¼

54.76

Sec. 12, Twp. 14, Range 63 (street address when available)

(H) The continuation of lines used in the publication in directing the reader from page to page shall be in black-faced type, not larger than eight (8) point, shall occupy, in each case, not more than two (2) eight (8) point lines of double column width and shall be in the following form:

Delinquent Tax List of .... County, Wyoming (year)..., Taxes

(Continued on Page .... or Continued from Page ....);

(J) Where the same individual, firm, corporation or association shall have assessed to it more than one (1) piece of real property located in the same school district the county treasurer shall so prepare his copy that all such pieces of property shall be advertised and appear under one (1) insertion of the name of the individual, firm, corporation or association.\*\*\*

(v) The following shall apply to tax deeds to purchasers:

(A) The county treasurer shall accept applications and issue tax deeds for unredeemed real property subject to a certificate of purchase not less than four (4) nor more than six (6) years from the date of the original sale for taxes to the person in whose name the certificate of purchase was delivered or his assigns upon proper application, return of the certificate of purchase, payment of fees and proof of compliance with the notice requirements of this section to consist of the fact of personal service and the contents of the notice served in cases where personal service is made, or, in the case of service by publication, a sworn statement attached to a copy of the notice indicating the time of service by the publisher, manager or editor of the newspaper in which publication of notice was made;

(B) Holders of certificates of purchase of real property sold for delinquent taxes, including a holder's or county's assigns, upon application for a tax deed therefor shall furnish proof to the county treasurer:

(I) That at least three (3) months prior to the application a written or printed notice was served on each person in actual possession or occupancy of the real property and the person in whose name the property was taxed or assessed if upon diligent inquiry the persons can be found in the county; or

(II) If no person is in actual possession or occupancy of the property and if the person in whose name the property was taxed or assessed cannot be found in the county, that notice was published in a newspaper printed in the county, or if no newspaper is printed in the county, then in a newspaper printed in Wyoming nearest to the county seat of the county in which the property is located. The notice shall be published once a week for three (3) weeks, the first publication not more than five (5) months and the last publication not less than three (3) months prior to the application\*\*\*.”

**W.S. § 39-13-109. Taxpayer remedies.**

“(a) Interpretation requests. There are no specific applicable provisions for interpretation requests for this chapter.\*\*\*

(iv) The following shall apply to the property tax refund program:

(A) On or before the first Monday in June, upon the filing of an affidavit demonstrating an adequate showing that he is qualified under subparagraph (B) or (C) of this paragraph, any person may apply to the county treasurer or department of revenue for a property tax refund from property taxes paid with any applicable interest and penalties on or before the first Monday in June for the preceding calendar year upon his principal residence including the land upon which the residence is located. An applicant shall have been a resident of this state for not

less than five (5) years prior to applying for a refund under this paragraph. Subject to legislative appropriation, the affidavit shall include information as required by rule and regulation on a form approved by the department of revenue. The tax refund granted shall be as provided by subparagraph (C) of this paragraph;

(B) Gross income as used in this subparagraph shall be defined by the department through rules and regulations. Such gross income shall be verified by federal income tax returns which shall accompany the application for refund, if federal income tax returns were required and filed, or whatever other means necessary as determined by the department through rules and regulations. The tax refund for qualifying persons shall be in the form of a refund of any ad valorem tax due and timely paid upon the person's principal residence for the preceding calendar year in the amount specified in this paragraph. The department shall issue all refunds due under this paragraph on or before September 30 of the year in which application is made for the refund.

Any person shall qualify for a refund in the amount specified under this paragraph if the person's gross income including the total household income of which the person is a member does not exceed the greater of three-fourths ( $\frac{3}{4}$ ) of the median gross household income for the applicant's county of residence or the state, as determined annually by the economic analysis division of the department of administration and information. Additionally, no person shall qualify for a refund under this paragraph unless the person has total household assets as defined by the department of revenue through rules and regulations of not to exceed one hundred thousand dollars (\$100,000.00) per adult member of the household as adjusted annually by the statewide average Wyoming cost-of-living index published by the economic analysis division of the department of administration and information, excluding the following:

(I) The value of the home for which the taxpayer is seeking a tax refund;

(II) One (1) personal motor vehicle per adult in the household;

(III) Household furnishings and personal property;

(IV) Assets held in an individual retirement account (IRA) or other bona fide pension plan;

(V) The cash value of any life insurance policies held;

(VI) Assets held in a medical savings account.

(C) A refund granted under this paragraph shall not exceed one-half ( $\frac{1}{2}$ ) of the applicant's prior year's property tax, but in no instance shall the amount of refund exceed one-half ( $\frac{1}{2}$ ) of the median residential property tax liability for the applicant's county of residence as determined annually by the department of revenue;

(D) Nothing in this paragraph shall be construed to prohibit or affect requirements for property to be listed, valued and assessed by the county assessor pursuant to law. Each year the county shall publicize in a manner reasonably designed to notify all residents of the county the provisions of this paragraph and the method by which eligible persons may obtain a refund\*\*\*”

**TITLE 41: WATER**  
**CHAPTER 3: WATER RIGHTS; ADMINISTRATION AND CONTROL**  
**ARTICLE 1: WATER RIGHTS GENERALLY**

**W.S. § 41-3-107. Submerged lands; petition for change of water rights; conditions; hearing; fees.**

“(a) The state board of control may, upon the written petition of the owners of an adjudicated water right, or water rights appurtenant to lands submerged by the construction of reservoirs in the state of Wyoming, issue amended certificates of appropriation of water and change the point of diversion and means of conveyance for such adjudicated appropriations of water for the irrigation of other lands in the state of Wyoming outside of the reservoir basin in lieu of the

submerged lands\*\*\*;

(b) After receipt of a petition for such change the state board of control shall cause a public hearing to be held on the petition before the superintendent of the water division in which such appropriation is located, with notice of the hearing to be advertised in at least one (1) issue of a newspaper having general circulation in the community where the water right involved is located. The petitioner shall pay the cost of publication\*\*\*.”

## **ARTICLE 2: RIGHTS TO FOREIGN WATERS**

### **W.S. § 41-3-212. Change of point of diversion; hearing.**

**Background:** Any person, association or corporation having acquired a right from an adjoining state to the beneficial use of water in any stream entering the state of Wyoming and where the point of diversion of the appropriation is in the adjoining state and the ditch irrigates land in Wyoming, and who desires to change the point of the diversion from said stream from within the adjoining state to a point within the state of Wyoming shall petition to the state board of control. [W.S. 41-3-209]

**W.S. § 41-3-212:** “\*\*\*Upon it being made to appear to the satisfaction of the board of control that the requirements of law and the regulations of the board have been complied with and that the petitioner is entitled to make the proposed changes, the said petition shall be referred to the division superintendent of the proper water division for a public hearing\*\*\*.

The said

superintendent shall, by order, require all persons interested to appear on said certain day to show cause why the petition should not be granted. The said order shall be published for four (4) consecutive weeks in a newspaper having general circulation in the county where the proposed change of point of diversion is located; provided, that the consent of all owners of intervening diversions be secured, or that those not secured shall be notified by registered mail at least thirty (30) days prior to the hearing date.\*\*\*”

## **ARTICLE 4: ABANDONMENT OF WATER RIGHTS**

### **W.S. § 41-3-401. Failure to use water; extension of time; initiation by benefitted or injured user; hearing; appeal.**

\*\*\*“(c) The superintendent shall notify the holders of water rights sought to be abandoned by certified mail that a hearing will be held.\*\*\*In any case where notice by certified mail cannot be accomplished an advertisement published once a week for three (3) consecutive weeks in a newspaper of general circulation in the county in which the abandonment is alleged to have occurred, naming the parties in the case and setting forth the time, place and purpose of the hearing is sufficient. Cost of advertising shall be paid by the contestant.\*\*\*”

### **W.S. § 41-3-402. Initiation by state engineer; hearing; appeal.**

“(a) When any appropriator has failed, intentionally or unintentionally, to use any portion of surface, underground or reservoir water appropriated by him, whether under an adjudicated or unadjudicated right, for a period of five (5) successive years, the state engineer may initiate forfeiture proceedings against the appropriator with the state board of control\*\*\*. The secretary of the board shall refer the matter for a hearing to the superintendent of the water division where the forfeiture is alleged to have occurred. This section does not apply to any reservoir for which an extension has been granted\*\*\*.



(b) The superintendent shall send notices, by certified mail, of the time, place, and purpose of the hearing to all owners of lands covered by the appropriations involved in the forfeiture proceeding.\*\*\* In a case where notice by certified mail cannot be accomplished, an advertisement published once a week for three (3) consecutive weeks in a newspaper of general circulation in the county in which the forfeiture is alleged to have occurred, naming the parties in the case and setting forth the time, place, and purpose of the hearing, and a general description of the water rights whose status is under consideration, shall answer the requirements of notice. Notice by certified mail shall first be attempted before notice by advertisement is employed. Advertisement costs shall be paid by the state engineer.\*\*\*”

## **ARTICLE 7: WATER CONSERVANCY DISTRICTS**

### **W.S. § 41-3-723. Hearing procedure generally.**

**Background:** The district court in any county of the state has jurisdiction when the conditions of this act are met to establish water conservancy districts which may be entirely within or partly within the judicial district in which the court is located, for conserving, developing, and stabilizing supplies of water for domestic, transportation, industrial, manufacturing, irrigation, power, recreation and other beneficial uses. [W.S. 41-3-720] Before a water conservancy district may be established, a petition must be filed with the clerk of the court signed by a certain

number of owners or entrymen having a certain quantity of irrigated or irrigable lands within the district. [W.S. 41-3-721]

**W.S. § 41-3-723:** “(a) Immediately after the filing of such petition, the court wherein such petition is filed or a judge thereof in vacation, shall by order fix a place and time, not less than sixty (60) days nor more than ninety (90) days after the petition is filed, for hearing thereon and thereupon the clerk of said court shall cause notice by publication to be made of the pendency of the petition and of the time and place of hearing thereon;\*\*\*”

### **W.S. § 41-3-751. District boundary changes.**

“The boundaries of any district organized under the provision of this act [ §§ 41-3-701 through 41-3-779] may be changed\*\*\*. The owners of lands may file with the board a petition, in writing, praying that such lands be included in the district.\*\*\* The secretary of the board shall cause notice of filing of such petition to be given and published in the county in which the lands are situated, which notice shall state the filing of such petition, names of petitioners, descriptions of lands mentioned and the prayer of said petitioners; giving notice to all persons interested to appear at the office of the board at the time named in said notice and show cause in writing, if any they have, why the petition should not be granted.\*\*\*”

### **W.S. § 41-3-752. Petition for exclusion of lands.**

“The owner or owners in fee of any lands constituting a portion of the district may file with the board a petition praying that such lands be excluded and taken from said district.\*\*\* The secretary of the board shall cause a notice of filing of such petition to be published in the county in which said lands, or the major portion thereof, are located. The notice shall state the filing of such petition, the names of petitioners, descriptions of lands mentioned in said petition, and the prayer of said petitioners; and it shall notify all persons interested to appear at the office of said board at the time named in said notice, showing cause in writing, if any they have, why said petition should not be granted.\*\*\*”

**W.S. § 41-3-755. Bonds; election prior to issuance; publication of resolution.**

**Background:** To pay for construction, operation and maintenance of water conservancy districts, the board of directors of the district is authorized to issue negotiable bonds of the district. [W.S. 41-3-753] Whenever the board by resolution determines that the interests of the district and the public demand construction or improvement which will require greater expenditure than the ordinary annual income or revenue of the district shall permit, the board shall order the submission of the proposition of insuring such obligation or bonded or other indebtedness for the purposes set forth in the resolution, to such qualified electors of the district as shall have paid a tax on property in the district in the year preceding such election, at an election held for that purpose [W.S. 41-3-754]

The declaration of public interest or necessity herein required and the provision for the holding of the election may be included within one (1) and the same resolution, which resolution, in addition to the declaration of public interest or necessity shall recite the objects and purposes for which the indebtedness is proposed to be incurred, the estimated cost of the works or improvements, as the case may be, the amount of principal of the indebtedness to be incurred therefor, and the maximum rate of interest to be paid on the indebtedness. The resolution shall also recite the date upon which the election shall be held and the manner of holding the same and **W.S. 41-3-754:** “The method of voting for or against the incurring of the proposed indebtedness.

The resolution shall also fix the compensation to be paid the officers of the election and shall designate the precincts and polling places and shall appoint for each polling place, the officers of the election, which officers shall be registered electors and shall consist of three (3) judges, one (1) of whom shall act as clerk, who shall constitute a board of election for each polling place.\*\*\* In the event any election under this section shall be called to be held concurrently with any other election or shall be consolidated therewith, the resolution calling the election hereunder need not designate precincts or polling places or the names of officers of election, but shall contain reference to the act or order calling the other election and fixing the precincts and polling places and appointing election officers.”

**W.S. 41-3-755:** “The resolution provided in W.S. 41-3-754 shall be published once a week for two (2) consecutive weeks, the last publication of which shall be at least ten (10) days prior to the date set for said election, in a newspaper of general circulation printed and published within

the district, and no other or further notice of such election or publication of the names of election officers or of the precincts or polling places need be given or made.”

**W.S. § 41-3-758. Judicial examination and determination of board's powers.** “The board may...at any time file a petition in the court, praying a judicial examination and determination of any power conferred hereby or by any amendment hereto or of any tax or assessment levied or of any act, proceeding or contract of the district\*\*\*. Such petition shall set forth the facts whereon the validity of such power, assessment, act, proceeding or contract is founded and shall be verified by the president of the board. Notice of the filing of said petition shall be given by the clerk of the court, under the seal thereof, stating in brief outline the contents of the petition and showing where a full copy of any contract or contracts, therein mentioned, may be examined. Said notice shall be served by publication in at least five (5) consecutive issues of a weekly newspaper of general circulation published in the county in which the principal office of the district is located\*\*\*.”

## DIVISION 4: TAXES AND ASSESSMENTS

### W.S. § 41-3-772. Methods of levying and collecting; class B.

**Background:** The board of the conservancy district shall have authority to collect taxes and special assessments for maintaining and operating works and paying indebtedness of the district by one of the following methods:

- (ii) ass B – To levy and collect assessments for special benefits accruing to property within municipalities for which use of water is allotted
- (iii) ass C – To levy and collect assessments for special benefits accruing to lands within irrigation districts for which use of water is allotted
- (iv) ass D – To levy and collect assessments for special benefits accruing to lands for which use of water is allocated. [W.S. 41-3-770]

**W.S. 41-3-772:** “(a) \*\*\* In the event any city, city and county, or town shall desire to purchase, lease or otherwise obtain the beneficial use of waters of the district for domestic or irrigation purposes, the legislative body of such municipality shall by ordinance authorize and direct its mayor and clerk to petition the board for an allotment of water\*\*\*.

(b) The secretary of the board shall cause notice of the filing of such petition to be given and published once each week for two (2) successive weeks, in a newspaper published in the county in which said municipality is situated, which notice shall state the filing of such petition and giving notice to all persons interested to appear at the office of the board, at a time named in said notice and show cause, in writing, if any they have, why the petition should not be granted. \*\*\*”

### W.S. § 41-3-773. Methods of levying and collecting; class C.

“(a)\*\*\*In the event any irrigation district shall desire to purchase, lease or otherwise obtain the beneficial use of waters of the district, the board of such irrigation district shall by resolution authorize and direct its president and secretary to petition the board for an allotment of water\*\*\*. (b) The secretary of the board shall cause notice of the filing of such petition to be given and published, which notice shall state the filing of such petition and giving notice to all persons interested to appear at the office of the board at a time named in said notice and show cause in writing, if any they have, why the petition should not be granted.\*\*\*”

### W.S. § 41-3-774. Method of levying and collecting; class D.

“(a)\*\*\*In the event that any person or private corporation shall elect to purchase, lease or otherwise obtain the beneficial use of waters of the district for irrigation of lands, such person or corporation shall petition the board for an allotment of water\*\*\*.

(c) The secretary of the board shall cause notice of the filing of such petition to be given and published, which notice shall state the filing of such petition and giving notice to all persons interested to appear at the office of the board at a time named in said notice and show cause in writing, if any they have, why the petition should not be granted.\*\*\*”

### W.S. § 41-3-776. Objections to assessments.

“(a) Prior to the third Monday in July of each year in which assessments are made, the board shall appoint a time and place or places where it will meet within the district for the purposes of hearing objections to assessments and prior notice of such hearing shall be given by publication in two (2) issues a week apart, in some newspaper of general circulation published in each county; provided that if there is any county in the district in which there is no newspaper

published, then such notice shall be published in an adjoining county. Said notice shall notify the owners of property in the district that in the secretary's office may be found and examined a description of the property so assessed, the amount of the assessment thereon fixed by the board, and the time and place or places fixed by the board for the hearing of objections to such assessments. It shall not be necessary for said notice to contain separate descriptions of the lots or tracts of real estate, but it shall be sufficient if the notice shall contain such descriptions as will inform the owner whether or not his real estate is covered by such descriptions, and to inform the owners where can be found of record the amount of assessments.\*\*\*”

## **ARTICLE 8: FLOOD CONTROL DISTRICTS**

### **W.S. § 41-3-801. Petition for establishment; notice of election; qualifications of voters; conduct of election.**

“A flood control district may be established under the procedures for petitioning, hearing and election of special districts, and subsequent elections shall be held, as set forth in the Special District Elections Act of 1994. The petition and notice of publication shall describe by metes and bounds, following as nearly as possible established school district boundaries, the lands to be included in said district.”

### **W.S. § 41-3-802. Election of board of directors; number; term; quorum; bond; powers and duties generally; election of officers.**

“(a)\*\*\*[U]pon the vote of a majority of the voters of the district voting at an election held as provided by W.S. 22-21-101 through 22-21-112, the district shall be empowered to issue bonds for the purpose of purchasing equipment and supplies and for the operational expense of the district.\*\*\*”

## **ARTICLE 9: UNDERGROUND WATER DIVISION 1: GENERALLY**

### **W.S. § 41-3-914. Adjudication of waters within control area.**

**Background:** A control area is any underground water district that has been so designated by the board of control. [W.S. 41-3-912]

“(a) After the boundaries of any control area have been determined by the board, the appropriate superintendent shall proceed with the adjudication of unadjudicated wells within the control area. After completing the adjudication, the superintendent shall hold evidence of the adjudication

open for inspection by the public at a time and place to be fixed by the superintendent, and notice thereof shall be published in two (2) issues of a newspaper of general circulation in the county or counties where the control area is situated.\*\*\*”

### **W.S. § 41-3-915. Control areas; hearing to determine adequacy of water for all appropriators; corrective controls generally; agreements in lieu of controls.**

“(a) After designation of an area as a control area by the board, the state engineer may temporarily adopt any of the corrective controls provided for by this section, where it appears that immediate regulation is required. After the well adjudication procedure has been completed, the state engineer may, on his own motion, and shall on the petition of twenty (20)

appropriators or of one-tenth of the appropriators of water from a control area, cause a hearing to be held before the state engineer and the control area advisory board to determine whether the underground water in the area is adequate for the needs of all appropriators\*\*\*. Public notice of the time and place of the hearing shall be published once in a newspaper circulated in the area not more than thirty (30) days before the time set for the meeting.\*\*\*

(d) Any agreement approved by the state engineer may be terminated by the terms of the agreement, by the consent of the parties, or by order of the state engineer if he finds, after investigation and a public hearing before the control area advisory board, held at least two (2) weeks after one (1) published notice in a newspaper of general circulation in each county in which a part of the control area lies, that the agreement is not being substantially complied with by the parties, or that changed conditions have made the agreement inequitable, or that the continuance of the agreement is no longer consistent with the intent, purpose and requirements of this act, or is a detriment to the public interest or to the rights of other persons not parties to the agreement.”

**W.S. § 41-3-932. Public notice of application or petition; hearing before state engineer and control area advisory board; cost.**

“(a) Upon the filing of a petition to amend an existing water right or an application to appropriate underground water for any use other than domestic, stockwatering or miscellaneous purposes where the quantity of water to be appropriated is twenty-five (25) gallons of water per minute or less, from an area designated as a control area by the state board of control, the state engineer shall cause to be published, at applicant's expense, in a newspaper of general circulation in the county wherein the proposed well or requested change will be located, for at least once a week for three (3) consecutive weeks, a notice of the filing of the application or requested changes and that objections to the granting thereof may be filed within ten (10) days after the last publication of the notice, on the grounds that there is no unappropriated water in the proposed source of supply or that the granting of the application would be detrimental to the public interest. If objections are filed within the time specified in the notice, the state engineer shall set a date for a hearing\*\*\*”

**ARTICLE 10: INSTREAM FLOWS**

**W.S. § 41-3-1006. Appropriation of unappropriated waters for direct instream flows.**

“\*\*\*(d) The applicant for an instream flow water right shall publish a notice of the application and hearing in a newspaper of general circulation in the area near the proposed reservoir site or stream segment, once each week for at least two (2) consecutive weeks prior to the hearing provided by subsection (e) of this section which notice shall briefly describe the application.\*\*\*”

**CHAPTER 4: BOARD OF CONTROL; ADJUDICATION OF WATER RIGHTS**

**ARTICLE 3: ADJUDICATION**

**W.S. § 41-4-302. Notice; by publication; contents; taking of testimony; adjournment of hearings generally.**

**Background:** A state board of control composed of the state engineer and the superintendent of the four water divisions will be responsible for determining priorities of right to the use of the public waters of the state. [W.S. 41-4-206].

**W.S. § 41-4-302:** “The said board shall prepare a notice, setting forth the date when the engineer will begin a measurement of the stream, and the ditches diverting the water therefrom, and a place, and a day certain, when the superintendent of the water division in which the stream to be adjudicated is situated, shall begin the taking of testimony as to the rights of the parties claiming water therefrom. Said notice shall be published in two (2) issues of a newspaper having general circulation in the county in which such stream is situated, the publication of said notice to be at least thirty (30) days prior to the beginning of taking testimony by said division superintendent, or for the measurement of the stream by the state engineer\*\*\*.”

**W.S. § 41-4-309. Notice on completion of testimony; inspection of evidence.**

“Upon the completion of the taking of evidence by the division superintendent, it shall be his duty to at once give notice, in one (1) issue of some newspaper of general circulation in the county where such determination is, and by registered mail to the various claimants, that upon a certain day, and a place named in the notice, all of said evidence shall be open to the inspection of the various claimants, and said superintendent shall keep said evidence open to inspection at said place, not less than one (1) day and not more than five (5) days.”

**ARTICLE 5: APPLICATION FOR PERMIT FOR APPROPRIATION;  
PROCEDURE**

**W.S. § 41-4-506. Time limits for completing construction work; extensions; forfeiture of rights; cancellation of permit; notice of date of expiration to appropriator.**

**Background:** Whenever the state engineer approves an application for a water permit, he shall set the time for commencement and completion of construction work according to the guidelines set by statutes. He may limit or extend the period of time for completion. [W.S. 41-4-506]

**W.S. § 41-4-506:** “\*\*\*Default by the holder of the permit in any of the specified requirements shall work a forfeiture of the water right involved. The state engineer may upon such default cancel the permit. The state engineer shall, by registered mail, with a return receipt requested at least three (3) months before default in any of these requirements shall be operative, notify the permit holder, at the post-office address given by him when the time allowed will expire. If the permit holder cannot be reached by registered mail, or if the address of the permit holder is unknown, the state engineer shall publish notice of the default for three (3) weeks in a newspaper of general circulation published in the county, or in case there is no newspaper of general circulation published in the county, then in a newspaper published in the state of Wyoming and in general circulation in the county, the last publication to be at least two (2) months before cancellation of the permit.”

**W.S. § 41-4-514. Petition for amendment of permits; petition for amended certificate of appropriation; hearings on petition; notice; costs.**

**Background:** The state engineer may amend any permit to appropriate water to correct clerical errors or on petition of the permit holder when in his judgment it appears necessary. [W.S. 41-4-

514(a)]

**W.S. § 41-4-514:** “\*\*\* (b) The state engineer may hold a public hearing on a petition under subsection (a) of this section to gather facts to determine if other appropriators will be injuriously affected. The state engineer shall hold a public hearing on a petition under subsection (a) of this section if requested to do so by any affected appropriator. If the state engineer holds a public hearing, the state engineer shall cause to be published no less than fifteen (15) days before the hearing a notice of the hearing to be advertised in at least one (1) issue of any newspaper having general circulation in the community where the water right or valid permit involved is situated. The petitioner shall pay the cost of the advertisement prior to the time of hearing, and provide a record of proceedings to be transmitted to the state engineer. Following receipt of the record, the state engineer shall promptly review the record and issue a written order granting or denying the permit amendment.\*\*\*”

(e) Upon petition for an amended certificate of appropriation of water, the state board of control may cause a public hearing to be held on the petition before the superintendent of the water division in which such appropriation is located, with notice of the hearing to be advertised in at least one (1) issue of a newspaper having general circulation in the community where the water right involved is situated. The state board of control shall hold a public hearing if requested to do so by any affected appropriator. The petitioner shall pay the cost of the publication prior to the time of hearing and provide a record of proceedings to be transmitted by the division superintendent to the state board of control, together with his report. At the time the petition is filed a fee not to exceed fifty dollars (\$50.00) for each amended certificate issued shall be collected by the state board of control with a deposit of sufficient funds to cover the cost of preparing and recording a certified copy of the order. The fees for recording shall be returned to the petitioner in case the petition is not granted.\*\*\*”

## **CHAPTER 7: IRRIGATION DISTRICTS**

### **ARTICLE 2: ORGANIZATION**

#### **GENERALLY**

#### **W.S. § 41-7-204. Hearings; service of notice generally; contents.**

**Background:** Whenever a majority of the freeholders owning lands and the entrymen upon public lands in any district who represent one-third of the area or more than one-half of the area of lands in the district wish to provide irrigation for same, or improve it, or purchase, extend, operate or maintain constructed irrigation works or perform other acts they may file a petition in the district court of the county embracing the largest acreage of the district. [W.S. 41-7-201(a)]

**W.S. § 41-7-204:** “(a) On such petition being filed the court or judge thereof shall make an order fixing the time and place of the hearing thereon and ordering notice; thereupon the clerk of said circuit court, for the county in which the proceedings are instituted, shall cause twenty (20) days notice of the filing of such petition to be given.\*\*\*”

(ii) By publishing a copy thereof at least once a week for three (3) consecutive weeks in some newspaper published in each county within which any of the lands of the district are situated. If there be no newspaper in any such county, such notice may be published in a newspaper published in an adjoining county.

(b) Such notice shall:

(i) State in what court said petition is filed;

(ii) Give a general description of the proposed work;

(iii) Give the proposed boundaries of said district (or a general description of all the lands in

- said proposed district);
- (iv) Give the name proposed for said irrigation district;
  - (v) State the time and place by the court fixed, when and where the petitioners will ask a hearing on said petition; and
  - (vi) Direct all persons owning or having an interest in any lands within the boundary of the proposed district, to appear at the time and place stated, then and there to show cause why their land should not be included in said district.”

**W.S. § 41-7-206. Hearings; adjournment to serve persons not served.**

“If it shall be found before the hearing on the petition for the organization of an irrigation district, that one (1) or more of the persons owning or entitled to possession of land in said district have not been duly served with notice of hearing on said petition, the court or presiding judge shall not thereby lose jurisdiction. The court or presiding judge in such case shall adjourn the hearing, make an order directing the serving of said notice upon said person or persons, and fixing the time and manner of service of such notice, which notice shall notify him to appear at said adjourned time and place and be heard on said petition. Said notice shall be served personally or by leaving at the last usual place of abode of said unserved persons, as in W.S. 41-7-204 provided, not less than eight (8) days before said adjourned hearing, or published not less than fourteen (14) days before said adjourned hearing, in some newspaper published in the county in which said persons' lands lie, or if no newspaper may be published in said county, then in some newspaper published in an adjoining county.\*\*\*In case of failure to publish...notice, as in this act required, the court or judge may adjourn said hearing for sufficient time to permit the due posting and publication of said notice, and order said notice posted or published as in section 4 [§ 41-7-204] hereof directed. In case of adjournment to permit notice to be given, the notice shall state the fact of such adjournment and the time and place of hearing pursuant to said adjournment.”

**ARTICLE 3: DISTRICT COMMISSIONS  
GENERALLY**

**W.S. § 41-7-308. Hearings on commissioners' report; filing of objections; notice generally. Background:** If the commissioners of an irrigation district find that the district does not embrace all lands which shall be benefited or includes lands which shall not be benefited and are not necessary to the district, they shall extend or contract the boundaries of the district, and report to the district court which may alter the boundaries. [W.S. 41-7-307]

**W.S. § 41-7-308:** “Upon the filing of the said report, the court or judge thereof, shall make and enter an order fixing the time and place when and where all persons interested may appear and object to the confirmation thereof.\*\*\*The clerk of said court shall cause notice of the time and place of such hearing to be given to all parties interested, which notice shall contain a brief description of the lands benefited and damaged, together with the net damage awarded the several tracts, parcels, easements and corporations to which damages are awarded, and the sum in each case assessed for benefits and cost of construction against the several benefited parcels, tracts, easements and corporations, and the amount of water apportioned to each acre of land in the district. Said notice shall be published for at least three (3) consecutive weeks, prior to the day set for the hearing, in one (1) newspaper published in each county in which



said lands, or any part thereof within said district are situate (and if no newspaper is published in said county, in some newspaper in an adjoining county)\*\*\*.”

**W.S. § 41-7-309. Hearings on commissioners' report; notice when land situated in more than 1 county.**

“In case the lands are situated in more than one (1) county the notice published in the county wherein the court having jurisdiction is situated shall contain a description of all the lands in said proposed district, the damages awarded to the several parcels thereof and the amounts assessed for benefits against the several parcels thereof, but the notice published in any other county or counties may contain a description of only the lands situate in said county for which said publication is made, together with the damages awarded to and assessments for benefits against the several tracts, parcels, easements and interests situate in said county for which publication is made. In case of service of said notice personally or the acceptance and waiver thereof of all the owners of the lands within the district, said service shall be sufficient and give the court jurisdiction without said publication.”

**W.S. § 41-7-313. Hearings on commissioners' report; payment of costs when objections dismissed.**

“In case the petition or proceedings are dismissed as provided herein, a judgment shall be entered against the petitioners and in favor of the commissioners for the costs, expenses, and liabilities incurred in said proceedings\*\*\*. Before any such judgment is entered, said commissioners shall file with the clerk of the district court, in which said proceedings were instituted, an itemized statement of such costs and expenses, duly verified, upon which an order shall issue, requiring said petitioners to show cause before said court, at a time and place named, why judgment should not be entered against said petitioners\*\*\*. Notice of the hearing on said order, to show cause, shall be given to said petitioners, by mailing to each a copy thereof, to their last known post office address, at least twenty (20) days prior to the time set for hearing, and by publication of the same in one (1) or more newspapers, published in the county, where the proceedings are pending, at least three (3) successive weeks prior to the day set for such hearing.\*\*\*”

**ARTICLE 4: ASSESSMENTS**

**W.S. § 41-7-404. Collection; disposition; enforcement.**

“\*\*\* (b) The revenue laws of this state for the collecting of taxes on real estate for county purpose, except as herein modified, shall be applicable for the purposes of this act\*\*\*. In advertising property for sale for delinquent taxes the county treasurer shall show in a separate column in such advertisement the amount of unpaid assessments levied against each lot, tract and easement of land in said district. The county treasurer of any county in which any portion of the land of any irrigation district is located, and at the time of advertising real property for sale for state and county taxes shall include in such advertisement the amount of delinquent irrigation district assessments against each lot, tract or easement of land.\*\*\*The procedure for the issuing of tax deed, including the form of the deed, time of publication and service of notice of intention to apply for deed, shall be the same as is now or may hereafter be provided by law for the issuances of tax deeds by the county treasurer upon the sale of land for state and county taxes, except as herein modified.”

**W.S. § 41-7-412. Advertisement for bids on work exceeding \$7,500.00.** “In all cases where the work to be done at any one (1) time under the direction of the commissioners will, in their opinion, cost to exceed seven thousand five hundred dollars (\$7,500.00), the same shall be let to the lowest responsible bidder, and the commissioner shall advertise for sealed bids, by notice published in some newspaper published in the county in which the petition is filed, and may advertise in one (1) or more newspapers published elsewhere. If there be no newspaper published in the county in which the petition is filed, they shall advertise in some newspaper published in an adjoining county, which said notice shall particularly set forth the time and place when and where the bids advertised will be opened, the kind of work to be let and the terms of payment.\*\*\*”

## **ARTICLE 5: ORGANIZATION EXPENSES**

### **W.S. § 41-7-502. Petition for authority to issue warrants; notice of hearing; objections.**

**Background:** The commissioners of an irrigation district, having complied with statute, are authorized to issue warrants of said district for the purpose of making the surveys necessary to present their initial report and to defray other necessary expenses of the district prior to the first report and the assessment of benefits. [W.S. 41-7-501]

**W.S. § 41-7-502:** “Whenever the commissioners of an irrigation district, after their appointment and qualification, shall wish to avail themselves of the provisions of W.S. 41-7-501, they shall file in the district court wherein such district was organized, a petition for authority to issue interest-bearing warrants\*\*\*. [T]he judge of said court shall...set a date for hearing said petition and notice of such hearing, setting out briefly the purpose thereof, shall be published for one (1) consecutive week in a newspaper of general circulation in the county wherein the district or the greater portion thereof is situate, the last publication of said notice shall be at least ten (10) days prior to the date set for said hearing\*\*\*”

## **ARTICLE 6: CONSTRUCTION CONTRACTS WITH UNITED STATES**

### **W.S. § 41-7-602. Petition for contract and assessments; hearings generally.**

“Whenever any contract between the United States and an irrigation district so provides, the assessment or assessments for benefits and construction against the individual tracts of land in the district, as now required under W.S. 41-7-401, may be dispensed with, and in such case the board of commissioners of the district, at any time, or after an election as provided by law has resulted in the approval of such contract, may file in the district court of the county embracing the largest acreage of the district, a petition praying in effect, that the contract and the proceedings leading up to the execution of same and the assessment for benefits and construction as requested therein may be examined, approved and confirmed by the court.\*\*\* The court shall, upon presentation of such a petition, fix a time for the hearing of said petition and shall order the clerk of the court to give and publish notice of the filing of the said petition, and of the time and place fixed for the hearing thereon. The notice of such hearing shall be published three (3) consecutive weeks in a newspaper of general circulation in each county in which such district is located and shall state the time and place fixed for the hearing of the petition, the prayer thereof, and that any person interested in the subject matter of the petition

may, on or before three (3) days prior to the day fixed for the hearing thereof, answer or otherwise plead thereto, and no other notice shall be required to be given of the time and place of the hearing thereon.\*\*\*”

## **ARTICLE 8: PUBLIC IRRIGATION AND POWER DISTRICTS**

### **W.S. § 41-7-813. Construction of irrigation works; cost estimates; advertisement for bids; Contracts.**

**Background:** Whenever a majority of the commissioners of an existing irrigation district shall determine that it would be beneficial and in the best interest of the landowners and entrymen to develop and distribute hydroelectric power for the benefit of the irrigation district, they may adopt and approve a resolution to that effect. [W.S. 41-7-702] Upon the adoption of such a resolution, the commissioners shall file a report with the district court of the county having jurisdiction of

the irrigation district. [W.S. 41-7-703] The court shall make an order fixing the time and place for interested persons to appear and object to the confirmation. [W.S. 41-7-704]

**W.S. 41-7-705:** “All required notices shall be given and served in the same manner as provided in the said Irrigation District Law [W.S. 41-7-101 through 41-7-603]\*\*\*.”

**W.S. 41-7-706:** “Such notice shall show the court in which said petition is filed, give a general description of the proposed works, state the time and place fixed by the court when and where the hearing on said petition will be had, and it shall require all persons interested to appear at the time and place...stated\*\*\*.”

**W.S. 41-7-715:** “If in the judgment of the board of commissioners additional properties or works are necessary and required at any time for the development and sale of electric energy and power, the same may be petitioned for, authorized and made for the original construction or acquisitions thereof.”

**W.S. 41-7-813:** “Before any district shall enter into any contract for the construction, building, alteration, extension, or improvement of any irrigation works, power plant or system, or any part or section thereof for the use of the district, or for the purchase of any materials, machinery, or apparatus, such district shall cause estimates of the cost thereof to be made by some competent

engineer or engineers and if such estimated cost shall exceed the sum of one thousand dollars (\$1,000.00) no such contract shall be entered into for a price, cost or consideration exceeding such estimate nor without advertising for sealed bids. Prior to such advertisement, plans and specifications for the proposed construction work or materials shall be prepared and filed at the principal office or place of business of the district. Such advertisement shall be inserted for three (3) consecutive issues, with not less than twenty (20) days intervening between the first and last publication dates, in one (1) or more newspapers of general circulation in the district and, in the discretion of the board of directors of the district, in such additional newspapers or trade or technical periodicals as may be selected by the board in order to give proper notice of the receiving of bids. Such advertisement shall designate the nature of the construction work proposed to be done or materials proposed to be purchased; that the plans and specifications therefor may be inspected at the office of the district, giving the location thereof, and shall designate the time within which bids shall be filed and the date, hour and place the same shall be opened \* \* \* .

[A]ll bids tendered may be rejected and readvertisement for bids made in the manner, form and

time in this section provided [above]. \* \* \* [I]f all or a portion of the cost of the proposed works is to be met by grant of labor or a grant in aid from a federal or state agency, the rules and regulations of which agency provide that work shall not be done by contract, the board may proceed with the necessary construction or other work without first complying with any of the foregoing provisions \* \* \*.”

**W.S.1977 § 41-7-832. Election; notice.**

**Background:** The landowners in a public irrigation and power district shall have the right to convert such district into an irrigation district. [W.S. 41-7-830] To do so, the board of directors shall pass a resolution stating that the board wished to transform the district into an irrigation district, and fixing the time and place for an election. [W.S. 41-7-831]

**W.S. 41-7-832:** “(a) Immediately after the adoption of the resolution by the board the secretary of the district shall proceed to give notice of the time and place of holding such election in the manner following: \* \* \*

(ii) By publishing a copy of said notice at least once a week for three (3) consecutive weeks in some newspaper published in each county within which any of the lands of the district are situated, giving the time, place and object of said election;

(iii) If any of the persons owning or entitled to possession of land in said district are nonresidents of the county or counties in which the district lies, such notice of time, place and object of the election shall be sent by registered mail to such nonresidents if their addresses are known and if unknown the secretary shall make an affidavit so stating. Such notice to be mailed within two (2) days after the first publication. Notice of the time, place and object of the election must be given at least twenty (20) days before the date of election.”

**W.S.1977 § 41-7-854. Notice of hearing; publication.**

**Background:** Any irrigation district may be changed to an irrigation and power district. [W.S. 41-7-850] Whenever the commissioners of an existing irrigation district shall determine by majority vote that it will would be beneficial or in the best interest of the landowners and entry men to use any part of its irrigation works as a part of the necessary works required for development of an electric power plant or construct a complete new system of work, they may

adopt and approve an appropriate resolution to that effect [W.S. 41-7-851] They shall file a report with the district court of the county having jurisdiction over the irrigation district [W.S. 41-7-852] and the court shall arrange for a hearing. [W.S. 41-7-853]

**W.S. 41-7-854:** “The clerk of said court shall give notice of the filing of said petition and of the time and place of hearing thereon to any and all persons interested therein by publishing a copy of said order at least once a week for three (3) consecutive weeks in a newspaper published in each county within which any of the lands of the said irrigation district is situated. If there be no newspaper in any such county, such notice may be published in a newspaper published in an adjoining county.”

**W.S.1977 § 41-7-855** “(a) Such notice shall

disclose: (i) In what court said petition is filed;

(ii) A general description of the proposed work;

(iii) The name proposed for said combined irrigation and public power district;

(iv) The time and place fixed by the court, when and where the hearing on said petition will be heard;

(v) It shall also require all persons interested to appear at the time and place stated, then and

there to show cause why said irrigation district should not receive and have the rights, powers and authority of a public power district.”

## **ARTICLE 9: REVENUE BONDS**

### **W.S.1977 § 41-7-916. Publication of notice of redemption.**

**Background:** Any irrigation district or combined irrigation and public power district shall have the power to issue its revenue bonds. [W.S. 41-7-902] With the approval of the court a district may by resolution of its board of commissioners provide for the redemption of any bonds prior to their fixed maturity. [W.S. 41-7-914]

**W.S. 41-7-916:** “Notice designating the bonds called for redemption shall be published once a week for three (3) successive weeks in a newspaper of general circulation printed and published in the office county.”

### **W.S.1977 § 41-7-917. Publication of notice of redemption; time for publication.**

“The first publication of the redemption notice shall be not less than thirty (30) days nor more than ninety (90) days prior to the date fixed for redemption.”

### **W.S.1977 § 41-7-921. Publication of notice of sale.**

**Background:** A district may sell any revenue bonds as may be necessary to raise money for the purpose for which they were authorized. [W.S. 41-7-919]

**W.S. 41-7-921:** The board of commissioners shall give notice of the sale by posting on the county's official website in the manner provided in W.S. 18-3-516(f) and by publication for at least two (2) weeks in the designated official newspaper of the county and in any other newspaper at its discretion.

**W.S. 41-7-922:** “The notice shall state that sealed proposals will be received by the board of commissioners at the district office for the purchase of bonds until the day and hour specified in the resolution.”

### **W.S.1977 § 41-7-933. Publication of cancellation resolution and notice of time for consideration.**

**Background:** Whenever the whole or a part of any issue of bonds of any district remains unissued for more than one year after the date of the election at which the bonds were authorized, the board of commissioners by resolution may cancel those bonds. [W.S. 41-7-931]

**W.S. 41-7-933:** “The resolution together with a notice stating that the time fixed by the board of commissioners for the consideration of the resolution shall be published once a week for at least two (2) successive weeks in a newspaper published in the office county.”

## **ARTICLE 10: DISSOLUTION**

### **W.S.1977 § 41-7-1002. Election; notice.**

**Background:** When the commissioners of an irrigation district determine to call an election or when a majority of landowners in that district representing one-half of the irrigable lands in the district file a petition for dissolution of the district, the commissioners shall call an election to determine whether or not the district shall be dissolved. [W.S. 41-7-1001]

**W.S. 41-7-1002:** “Notice of such election shall be published for four (4) successive weeks in one (1) or more newspapers published in each county in which such district is situated, stating the time and place of said meeting and the object thereof, and in addition thereto, the commissioners of the district shall give the same notice as is required in case of annual elections

in irrigation districts.”

**W.S.1977 § 41-7-1005. Order for hearing on results of election; publication.**

**Background:** Upon filing of the commissioners’ report and return of election with the district court, the court shall order a hearing at which time all creditors and other persons interested may appear and show cause why the district should not be dissolved. [W.S. 41-7-1004]

**W.S. 41-7-1005:** “A copy of such order to show cause shall be published for four (4) successive weeks prior to said hearing in a newspaper published in each county in which said district is situated.

**CHAPTER 8: WATERSHED IMPROVEMENT DISTRICTS**

**W.S. § 41-8-101. Definitions.**

**W.S. 41-8-101 (d):** “Due notice”, for provisions other than election and referendum provisions, means notice published at least twice, with an interval of at least six (6) days between the two (2) publication dates, in a newspaper of general circulation within the boundaries of the proposed or organized district. The notice of any hearing required to be held under this act shall fix the time, place and purpose thereof, which time shall be not less than ten (10) or more than fifteen (15) days after the first publication or first posting of such notice. \* \* \*

**CHAPTER 9: DRAINAGE DISTRICTS**

**ARTICLE 1: ORGANIZATION AND PRELIMINARY REPORT OF COMMISSIONERS**

**W.S.1977 § 41-9-104. Notice of hearing; service generally; contents.**

**Background:** A majority of landowners, as determined by statute, may file a petition, in the district court of the county in which their lands lie, to create a drainage district. [W.S. 41-9-101]

**W.S. 41-9-104:** “(a) On such petition being filed the court or judge thereof shall make an order fixing a time and place of hearing thereon and ordering notice; thereupon the clerk of said court, for the county in which the proceedings are instituted, shall cause twenty (20) days notice of the filing of such petition to be given: \* \* \*

(ii) By publishing a copy thereof at least once a week for three (3) successive weeks in some newspaper published in each county from which any part of the district is proposed to be taken. If there be no newspaper in any such county, such notice may be published in a newspaper published in an adjoining county.

(b) Such notice shall state:

(i) In what court said petition is filed;

(ii) State briefly the starting points, routes and termini of said drains, ditches and levees; (iii) Give a general description of the proposed work;

(iv) Give the proposed boundaries of said district (or a general description of all of the lands in said proposed district);

(v) Give the name proposed for said drainage district; and

(vi) Shall also state the time and place by the court fixed, when and where the petitioners will ask a hearing on said petition.”

**W.S.1977 § 41-9-107. Notice of hearing; effect of personal service.**

“Personal service of said notice on (or service by leaving at the last usual place of abode of) all

owners of lands or easements or interest in lands within said district, shall give the court complete jurisdiction, without posting, publication or mailing of said notice.”

**W.S.1977 § 41-9-109. Notice of hearing; service after adjournment**

**Background:** If it is found before hearing that one or more landowners have not duly served with notice, the court shall adjourn the hearing that one or order service of notice on affected landowners, notifying them to appear at said adjourned time and place and be heard on the petition. [W.S. 41-9-108]

**W.S. 41-9-109:** “Said notice shall be served personally or by leaving at the last usual place of abode of said unserved owners, as in W.S. 41-9-104; provided, not less than eight (8) days before said adjourned hearing, or published not less than fourteen (14) days before said adjourned hearing, in some newspaper published in the county in which said owners' lands lie, or if no newspaper be published in said county, then in some newspaper published in an adjoining county.”

**W.S. § 41-9-128. Hearings on report; notice generally.**

**Background:** Within 10 days of the appointment of the commissioners of a drainage district, the commissioners shall examine the lands in the district and make a preliminary report to the court.

**W.S. 41-9-128:** “Upon the filing of the preliminary report the court or the presiding judge thereof shall by order fix a time and place when and where the same shall be heard at some general or special term of said court, not less than thirty (30) days from the filing of said report. Notice of the time and place of hearing upon said preliminary report shall be given to all interested persons by publishing a brief notice of the filing of said report, including a brief statement of the substance of said report, in one (1) or more newspapers published in each county in which any land in said proposed drainage district shall be situated (or if no newspaper is published in said county, in one (1) or more newspapers in an adjoining county) once in each

week for three (3) successive weeks prior to the day appointed for hearing thereon. Said notice shall describe all lands by said report included in said district, which were not included therein by the petition, and state that such lands are to be included in said district, and shall describe all lands excluded from said district which were by the petition included therein and shall state that such lands are to be excluded from said district.”

**ARTICLE 2: OPERATION AND ADMINISTRATION**

**W.S.1977 § 41-9-224. Notice of hearings on report; publication and service generally.**

**Background:** If the commissioners of the drainage district find that the districts as described in the petition will not embrace all of the lands that will be benefited by the work, or that the district includes land unnecessary to the work, they shall extend or contract the boundaries of the district and report to the court which may alter said boundaries. [W.S. 41-9-222]

**W.S. 41-9-224:** “Said notice shall be published for at least three (3) successive weeks, prior to the day set for the hearing in one (1) newspaper published in each county in which said lands, or any part thereof within said district are situate (and if no newspaper is published in said county, in some newspaper in an adjoining county), and by serving a copy of such notice on each of the persons or corporations, by said report recommended to be assessed, or whose lands are by said report recommended to be included in said district, and who resides in any of the counties out of which the proposed district is formed, at least twenty (20) days before the

day of hearing in the same manner that a summons is required to be served; provided, absence from the county of such person or corporation shall excuse personal service, whereupon due publication of such notice shall be sufficient service.”

**W.S.1977 § 41-9-225. Notice of hearings on report; when land situated in several counties.**

“In case the lands are situated in more than one (1) county the notice published in the county wherein the court having jurisdiction is situated shall contain a description of all the lands in said proposed district, the damages awarded to the several parcels thereof and amounts assessed for construction against the several parcels thereof, but the notice published in any other county or counties may contain a description of only the lands situate in said county for which said publication is made, together with the damages awarded to and assessments for construction against the several tracts, parcels, easements and interests situate in said county for which publication is made.”

**W.S.1977 § 41-9-226. Notice of hearings on report; effect of personal service.**

“In case of service of said notice personally, or the acceptance and waiver thereof on all the owners of the lands within the district, said service shall be sufficient and give the court jurisdiction without said publication.”

**W.S.1977 § 41-9-232. Judgment; filing of statement of costs; hearing.**

**Background:** If the court finds upon the preliminary report that the proposed work will not promote the public health or welfare, or that the benefits of such work will exceed the damages and constructions costs, the petition for organization of the drainage district will be dismissed. [W.S. 41-9-132] If it is dismissed, a judgment shall be entered against petitioners for the cost

and expense of the proceedings. If the proceedings are dismissed or the district discontinued at a later time, a judgment shall be entered against the owners of all the lands in the district for costs and expenses of the proceedings up to the time of dismissal or discontinuance. [W.S. 41-9-231]

**W.S. 41-9-232:** “Before any judgment is entered, said commissioners shall file with the clerk of the district court, in which said proceedings were instituted, an itemized statement of such costs and expenses, duly verified, upon which an order shall issue, requiring said petitioners to show cause before said court, at a time and place named, why judgment should not be entered against said petitioners for the amount of said costs and expenses. Notice of the hearing on said order to show cause, shall be given to said petitioners, by mailing to each a copy thereof, to their last known post-office address, at least twenty (20) days prior to the time set for hearing, and by publication of the same in one (1) or more newspapers, published in the county, where the proceedings are pending, at least three (3) successive weeks prior to the day set for such hearing. Said notice need not contain an itemized statement of said account.”

**DIVISION 3: ASSESSMENTS, ETC. GENERALLY**

**W.S.1977 § 41-9-245. Additional assessments; generally.**

“If in the first assessment for construction the commissioners shall have reported to the court a smaller sum than is needed to complete the work of construction, or if in any year an additional sum is necessary to pay the principal of or interest on lawful indebtedness of said



drainage district, further or additional assessments on the lands and corporations benefited, proportioned on the last assessment of benefits which has been approved by the court, shall be made by the commissioners of said drainage district under the order of the court or presiding judge thereof. Notice of hearing of the application for such additional assessment shall be published at least once each week for three (3) consecutive weeks in one (1) newspaper published in each county in which said lands, or any part thereof, within said district are situated which further or additional assessments may be made payable in installments, as specified in W.S. 41-9-241, and shall be treated and collected in the same manner as the original assessments for construction confirmed by the court, in said drainage district.”

**W.S.1977 § 41-9-249. Application of state revenue laws; tax sale for delinquent assessments.**

“\*\*\* In advertising property for sale for delinquent taxes the county treasurer shall show in a separate column in such advertisement the amount of unpaid drainage assessment levied against each lot, tract and easement of land in said district. The county treasurer of any county in which any portion of the land of any drainage district is located, and at the time of advertising real property for sale for state and county taxes shall include in such advertisement, the amount of delinquent drainage assessments against each lot, tract or easement of land. \*\*\* The procedure for the issuing of the deed, including the form of the deed, time of publication and service of notice of intention to apply for deed, shall be the same as is now or may hereafter be provided by law for the issuances of tax deeds by the county treasurer upon the sale of land for state and county taxes, except as herein modified.”

**DIVISION 4: CONSTRUCTION OF WORKS**

**W.S.1977 § 41-9-260. Bidding procedure when cost over \$500.00.**

“In all cases where the work to be done at any one time under the direction of the commissioners shall, in their opinion, cost to exceed five hundred dollars (\$500.00), the same shall be let to the lowest responsible bidder, and the commissioner shall advertise for sealed bids, by notice published in some newspaper published in the county in which the petition is filed, and may advertise in one (1) or more newspapers published elsewhere. If there be no newspaper published in the county in which the petition is filed, they shall advertise in some newspaper published in an adjoining county, which said notice shall particularly set forth the time and place when and where the bids advertised will be opened, the kind of work to be let and the terms of payment.  
\*\*\*”

**ARTICLE 3: DIVISION**

**W.S.1977 § 41-9-303. Order for hearing on petition; notice generally.**

**Background:** Whenever a majority of the landowners within any portion of an organized drainage district representing more than one-half in area of the lands in that portion which it is proposed shall be cut off and divided from the organized drainage district, desire to effect the division, they may file a petition in the district court of the county having jurisdiction over the original district. [W.S. 41-9-302]

**W.S. 41-9-303:** “(a) On such petition being filed, the court or judge thereof shall make an order fixing the time and place for a hearing thereon, and ordering notice; thereupon the clerk of said court shall cause twenty (20) days notice of the filing of said petition to be given: \* \* \*

(iii) By publishing a notice thereof at least once a week for three (3) successive weeks in some newspaper published in the county in which any part of the district is located. If there be no newspaper in any such county, such notice shall be published in a newspaper published in the adjoining county nearest the land in said district.

(b) Such notice shall state:

(i) In what court said petition is filed;

(ii) A brief description of any proposed new work, with the starting points, routes and termini of new drains and ditches;

(iii) The boundaries of the proposed

district; (iv) The name proposed for such district;

(v) The proposed apportionment of the existing indebtedness as between the remaining portion of the original district and said proposed new district;

(vi) The time and place as fixed by the court for the hearing on said petition.”

#### **ARTICLE 6: DISSOLUTION**

##### **W.S. § 41-9-602. Election; notice.**

**Background:** The commissioners of a district shall call an election of all the landowners of said district when a petition is filed with them for dissolution of a district. [W.S. 41-9-601]

**W.S. 41-9-602:** “Notice of such election shall be published for four (4) successive weeks in one (1) or more newspapers published in each county in which any portion of the lands embraced within such district is situated, stating the time and place of said election and the object thereof, and in addition thereto, the commissioners of said district shall give the same notice as is required in case of annual elections in drainage districts.”

#### **CHAPTER 10: WATER AND SEWER DISTRICT LAW**

##### **W.S. § 41-10-101. Definitions.**

“(a) \*\*\* (xiv) “Publication” or “publish” for provisions other than election provisions, shall mean publication for at least once a week for three (3) consecutive weeks by three (3) weekly insertions in at least one (1) newspaper of general circulation in the district, the first publication in the district being at least fifteen (15) days prior to the designated time or event. It shall not be necessary that publication be made on the same day of the week in each of the three (3) calendar weeks, but not less than fourteen (14) days shall intervene between the first publication and the last publication, and publication shall be complete on the day of the last publication; \*\*\*

##### **W.S. § 41-10-110. Original board generally.**

“\*\*\* (g)\*\*\* The district shall be subject to an audit or oversight of its accounts by the director of the state department of audit or his designee as required by W.S. 9-1-507(a)(iii) or 16-4-121(f), as applicable. The board of directors shall cause an audit or other oversight to be made of all financial affairs of the district during each fiscal year ending June 30, during the next succeeding six (6) months. If an audit is required, a summary of the financial statement shall be certified by the person making the audit, which shall be published in a newspaper of general circulation in the district, one (1) issue during the next succeeding two (2) weeks following the audit. \*\*\*”

**W.S. § 41-10-113. Powers of district board.**

“(a) \*\*\* (xi)\*\*\* Any improvement or improvements of any nature made in any district where the entire cost, value or amount of such work including labor and materials shall exceed seven thousand five hundred dollars (\$7,500.00), except such work done by employees of the district with supplies and materials purchased by it as hereinafter provided or except by labor or supplies and materials, or all of such, supplied under agreement with the United States of America, the state of Wyoming, or any federal or state agency, instrumentality or corporation, or other political subdivision, shall be done only under independent contract to be entered into by the district with the lowest responsible bidder submitting the lowest and best bid upon proper terms after due public notice by publication has been given asking for competitive bids. \* \* \* All supplies, materials, equipment, machinery and apparatus purchased by the board for any district (but not by a contractor) costing seven thousand five hundred dollars (\$7,500.00) or more shall be purchased only after notice by publication for competitive bids. \* \* \* The provision as to bidding shall not apply to the purchase of patented and manufactured products offered for sale in a noncompetitive market or solely by a manufacturer's authorized dealer \*\*\* . \*\*\* (xxi) \* \* \* Until paid, all rates, tolls or charges shall constitute a perpetual lien on and against the property served, and any such lien may be foreclosed in the same manner as provided by the laws of the state of Wyoming for the foreclosure of mechanics' liens. Before any such lien is foreclosed the district shall hold a hearing thereon after notice thereof by publication\*\*\*.”

**W.S. § 41-10-130. Submission of question of creating indebtedness to voters upon determination by resolution that interest of district and public interest or necessity demand the acquisition or improvement of projects, making of contracts.**

“Whenever any board shall determine, by resolution, that the interest of said district and the public interest or necessity demand the acquisition or improvement of any project, or the making of any contract with the United States or other persons, to carry out the objects or purposes of said district, requiring the creation of an indebtedness or the issuance of securities herein required to be authorized by the electors of the district, said board shall order the submission of the proposition of creating such indebtedness or securities to the qualified electors of the district at an election. \*\*\* The declaration of public interest or necessity required and the provision for the holding of the election may be included within one (1) and the same resolution, which resolution, in addition to the declaration of public interest or necessity, shall recite the objects and purposes for which the indebtedness is proposed to be incurred or the bonds are proposed to be issued, the estimated cost of the project, the amount of principal of the indebtedness to be incurred or of the bonds to be issued therefor, and the maximum rate of interest to be paid on the indebtedness or bonds. The resolution shall also recite the date upon which the election shall be held and the manner of holding the same and the method of voting for or against the incurring of the proposed indebtedness or bonds. The board shall direct the publication of the notice of election, the first publication of said notice to be not less than twenty (20) days prior to the election.”

**W.S.1977 § 41-10-140. Publication of resolution or other proceedings relative to issuance of bonds; right of interested person to contest legality within 30 days; incontestable**

**thereafter.**

“The board may provide for the publication once in a newspaper of general circulation in the district of any resolution or other proceedings adopted by the board ordering the issuance of any bonds. \*\*\*”

## **CHAPTER 12: INTERSTATE COMPACTS ARTICLE 6: YELLOWSTONE RIVER COMPACT**

### **W.S. § 41-12-605. Diversions from the Yellowstone River Basin; application; notice.**

“(a) Any person proposing to divert compact water allocated to Wyoming from the basin for use in Wyoming, whether the point of diversion is in Wyoming, Montana or North Dakota, shall file an application with the state engineer. \*\*\*

(b) Any person proposing to divert compact water allocated to Montana or North Dakota for use out of the basin, whether the point of diversion is in Wyoming, Montana or North Dakota, shall file an application with the state engineer. The application must state the name and address of the applicant, describe the proposed point of diversion, the point of use, the ultimate use and facts tending to show that:

(i) The proposed means of diversion, construction and operation are adequate;

(ii) The diversion and ultimate use of the water will not exceed the allocated share under the compact of any of the signatory states; and

(iii) The applicant intends to comply with the compact.

(c) The state engineer shall publish a reasonable summary of the application for three (3) consecutive weeks in at least three (3) newspapers of general circulation within the state and if the proposed point of diversion is within Wyoming, publish the notice in at least one (1) newspaper of general circulation in the county where the diversion point is to be located.”

### **W.S.1977 § 41-12-606. Diversions from the Yellowstone River Basin; objections; public hearing.**

“(a) An objection to an application must be filed with the state engineer by the date specified in the published notice.”

## **WYOMING CONSTITUTION, ARTICLE 1, SECTION 30 Monopolies and perpetuities prohibited.**

“Perpetuities and monopolies are contrary to the genius of a free state, and shall not be allowed. Corporations being creatures of the state, endowed for the public good with a portion of its sovereign powers, must be subject to its control.”

*NOTE:* The 1931 amendment to W.S. 18-3-519 providing that a newspaper having the right to publish legal notices must have been established for one year or more is not in conflict with provisions of this section. In re Gillette Daily Journal, 44 Wyo. 226, 11 P. 2d 265 (1932).

# **APPENDIX**

**Wyoming Rules of Civil Procedure, Rule 4**  
**Rule 4. Process**

**“(e) Service by Publication.** Service by publication may be had where specifically provided for by statute, and in the following cases:

- (1) When the defendant resides out of the state, or the defendant's residence cannot be ascertained, and the action is:
  - (i) For the recovery of real property or of an estate or interest therein;
  - (ii) For the partition of real property;
  - (iii) For the sale of real property under a mortgage, lien or other encumbrance or charge;
  - (iv) To compel specific performance of a contract of sale of real estate;
- (2) In actions to establish or set aside a will, where the defendant resides out of the state, or the defendant's residence cannot be ascertained;
- (3) In actions in which it is sought by a provisional remedy to take, or appropriate in any way, the property of the defendant, when the defendant is a foreign corporation, or a nonresident of this state, or the defendant's place of residence cannot be ascertained, and in actions against a corporation incorporated under the laws of this state, which has failed to elect officers, or to appoint an agent, upon whom service of summons can be made as provided by these rules and which has no place of doing business in this state;
- (4) In actions which relate to, or the subject of which is real or personal property in this state, when a defendant has or claims a lien thereon, or an actual or contingent interest therein or the relief demanded consists wholly or partly in excluding the defendant from any interest therein, and such defendant is a nonresident of the state, or a dissolved domestic corporation which has no trustee for creditors and stockholders, who resides at a known address in Wyoming, or a domestic corporation which has failed to elect officers or appoint other representatives upon whom service of summons can be made as provided by these rules, or to appoint an agent as provided by statute, and which has no place of doing business in this state, or a domestic corporation, the certificate of incorporation of which has been forfeited pursuant to law and which has no trustee for creditors and stockholders who resides at a known address in Wyoming, or a foreign corporation, or defendant's place of residence cannot be ascertained;
- (5) In actions against personal representatives, conservators, or guardians, when the defendant has given bond as such in this state, but at the time of the commencement of the action is a nonresident of the state, or the defendant's place of residence cannot be ascertained;
- (6) In actions where the defendant, being a resident of this state, has departed from the county of residence with the intent to delay or defraud the defendant's creditors, or to avoid the service of process, or keeps concealed with like intent;
- (7) When an appellee has no attorney of record in this state, and is a nonresident of, and absent from the same, or has left the same to avoid the service of notice or process, or the appellee keeps concealed so that notice or process cannot be served;
- (8) In an action or proceeding under Rule 60 hereof, to modify or vacate a judgment after term of court, or to impeach a judgment or order for fraud, or to obtain an order of satisfaction thereof, when a defendant is a nonresident of the state or the defendant's residence cannot be ascertained;
- (9) In suits for divorce, for alimony, to affirm or declare a marriage void, or the modification of any decree therefor entered in such suit, when the defendant is a nonresident of the state, or the defendant's residence cannot be ascertained, or the defendant keeps concealed in order to avoid service of process;

(10) In actions for adoption or for the termination of parental rights;

(11) In all actions or proceedings which involve or relate to the waters, or right to appropriate the waters of the natural streams, springs, lakes, or other collections of still water within the boundaries of the state, or which involve or relate to the priority of appropriations of such waters including appeals from the determination of the state board of control, and in all actions or proceedings which involve or relate to the ownership of means of conveying or transporting water situated wholly or partly within this state, when the defendant or any of the defendants are nonresidents of the state or the defendant's residence or their residence cannot be ascertained.

**(f) Requirements for Service by Publication.** Before service by publication can be made, an affidavit of the party, or the party's agent or attorney, must be filed stating that service of a summons cannot be made within this state, on the defendant to be served by publication, and stating the defendant's address, if known, or that the defendant's address is unknown and cannot with reasonable diligence be ascertained, detailing the efforts made to obtain an address, and that the case is one of those mentioned in subdivision (e); and when such affidavit is filed, the party may proceed to make service by publication. In any case in which service by publication is made when the address of a defendant is known, it must be stated in the publication. Immediately after the first publication the party making the service shall deliver to the clerk copies of the publication, and the clerk shall mail a copy to each defendant whose name and address is known by registered or certified mail\*\*\*

**(g) Publication of Notice.** The publication must be made by the clerk for four consecutive weeks in a newspaper published in the county where the complaint is filed; or if there is no newspaper published in the county, then in a newspaper published in this state, and of general circulation in such county; if it be made in a daily newspaper, one insertion a week shall be sufficient; and it must contain a summary statement of the object and prayer of the complaint, mention the court wherein it is filed, and notify the person or persons thus to be served when they are required to answer, and that judgment by default may be rendered against them if they fail to appear.

**(h) When Service Complete; How Proved.** Service by publication shall be deemed complete at the date of the last publication, when made in the manner and for the time prescribed in the preceding sections; and such service shall be proved by affidavit.

**(i) Service Upon Unknown Persons.** When an heir, devisee, or legatee of a deceased person, or a bondholder, lienholder or other person claiming an interest in the subject matter of the action is a necessary party, and it appears by affidavit that the person's name and address are unknown to the party making service, proceedings against the person may be had by designating the person as an unknown heir, devisee or legatee of a named decedent or defendant, or in other cases as an unknown claimant, and service by publication may be had as provided in these rules for cases in which the names of the defendants are known.

**(j) Publication May Be Made in Another County.** When it is provided by rule or statute that a notice shall be published in a newspaper, and no such paper is published in the county, or if such paper is published there and the publisher refuses, on tender of the publisher's usual charge for a similar notice, to insert the same in the publisher's newspaper, then a publication in a newspaper of general circulation in the county shall be sufficient.

**(k) Costs of Publication.** The lawful rates for any legal notice published in any qualified newspaper in this state in connection with or incidental to any cause or proceeding in any court of record in this state shall be and become a part of the court costs in such action or proceeding, which costs shall be paid to the clerk of the court in which such action or proceeding is pending by the party causing such notice to be published and finally assessed as the court may direct.

**(l) Other Service; Personal Service Outside the State; Service by Registered or Certified Mail.** In all cases where service by publication can be made under these rules, or where a statute permits service outside this state, the plaintiff may obtain service without publication by either of the following methods:

(1) *Personal Service Outside the State.* By delivery to the defendant of copies of the summons and complaint.

(2) *Service by Registered or Certified Mail.* \*\*\*

**(n) Amendment.** At any time in its discretion and upon such terms as it deems just, the court may allow any process or proof of service thereof to be amended, unless it clearly appears that material prejudice would result to the substantial rights of the party against whom the process issued. \*\*\*”

*NOTE:* In the footnote to Rule 4[VI. Requirements for Service by Publication], the following cases are cited:

1. Service by publication is limited to instances where personal service is not reasonable or practical. *In re Estate of Longquest*, 526 P. 2d 994 (Wyo. 1974).
2. And there must be strict compliance with the statutory method. *In re Estate of Longquest*, *supra*.
3. Requirements of this rule pertaining to service by publication are minimum. *Emery v. Emery*, 404 P. 2d 745 (Wyo. 1965); *Oedekoven v. Oedekoven*, 475 P. 2d 307 (Wyo. 1970).



## **GLOSSARY**

**ADVERSE POSSESSION** – A method of acquisition of title to real property by possession for a statutory period.

**EASEMENT** – A right of use over the property of another.

**ESTATE BY JOINT TENANCY** – Estate granted to two or more persons by the same deed or will at the same time, to hold by undivided possession.

**ESTATE BY THE ENTIRETIES** – Estate created between a husband and wife in which they hold title to the whole right of survivorship.

**ESTRAY** – An animal which has escaped from its owner, who is unknown.

**FEE OWNER** – Owner of an estate of inheritance, without condition, possessing the right to alienate and transfer absolutely.

\* **LEGAL NEWSPAPER** – “ \* \* \* [A] newspaper which has been regularly issued at least once a week for a period of fifty-two (52) consecutive weeks prior to the date of the first publication of such notice..., has paid circulation of at least five hundred (500) and each page is not less than ten (10) inches by fourteen (14) inches in size.” [Requirements for publication in a legal newspaper do not apply in counties where there is only one newspaper or no newspaper in the county meets the above requirements]. [W.S. 18-3-519(a)]

**LIFE ESTATE** – An estate whose duration is limited to the life of the party holding it, or some other person.

\* **LOCAL NEWSPAPER** – Though not specifically defined by Wyoming statute, the statutes which use the term seem to imply that a local newspaper is one located in the political subdivision, district, or discrete area referenced in the statute. It would seem that if there were no local newspaper, the nearest newspaper in an adjoining political subdivision, district or discrete area would be the appropriate paper to publish the notice, as is often the case in statutes which require publication in a newspaper of general circulation.

**LOST CORNER** – A corner whose location as established by the government surveyors cannot be found.

\* **MARKETING ORDER** – An order issued by the state board of agriculture pertaining to the producing, processing, distributing, pricing or handling of agricultural commodities. [W.S. 11-35-109]

\* NEWSPAPER OF GENERAL CIRCULATION – In Pirie v. Kamps, 68 Wyo. 83, 229 P. 2d 927 (1951), the court held that legal notices published in a tabloid newspaper which in other respects conformed to the requirements of a statute, were valid where the aim of a statute which related to legal publications was to have those publications made in a newspaper which is of general circulation in the community, so as to be generally read and so that the contents of a notice may be brought home to the public generally. The court noted that whether a newspaper is one of general circulation is a matter of substance and not size. The court reasoned that it must base its decision on the currently existing conditions and that the size of the newspaper in present times could be so small that the legislature might determine that, in view of common usage, it is unlikely that it would be read by the general public.

\* OFFICIAL NEWSPAPER – When there is more than one newspaper published in any county the board of county commissioner shall designate which one is the official paper of the county. [W.S. 18-3-517]

PRESCRIPTION – Acquisition of a personal right to use a way, water, light and air by reason of continuous usage.

PUBLIC VENDUE – PUBLIC sale, generally at public auction, made under authority of law as by constable, sheriff, tax collector, administrator, etc.

REDEMPTION – The realization of a right to have the title of property restored free and clear of the mortgage; performance of the mortgage obligation being essential for that purpose.

WRIT OF EXECUTION – A writ to put in force the judgment or decree of a court.

[Definitions : Black's Law Dictionary, Fifth Edition, 1979. For source of those definitions marked with an asterisk, see citation following definition].