

# INFORMATION PACKET

## Table of Contents

Friday, February 28, 2020



Item	Pages
Table of Contents	1
The Grid - Schedule of Council Meetings & Addendum	2
04 March Calendar 2020	6
Casper Utilities Advisory Board Minutes 11.20.19	7
Casper's Council for People with Disabilities Agenda 02.27.20	13
Civil Service Commission Agenda 03.04.20	14
Correspondence Garden Creek Square Addition No 2 Zigliotto	15
Correspondence Sidewalk Snow Removal Goetz	17
Health Dept Information Sheet Coronavirus (COVID-19) Update 02.27.20	18
Health Dept Press Release Coronavirus (COVID-19) Update 02.26.20	19
Science Zone January 20 Biannual Report 02.26.20	20
WAM Info Legislative Summary Week 2 February 2020	23
Wind Turbine Facts for FY20	26

We are CASPER

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

## The Grid

A working draft of Council Meeting Agendas

**March 3, 2020**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
<b>C = Item is on Consent      N = Item is not on Consent</b>					
Pre-Meeting: Rescinding Resolution No. 02-288 - Filing Claims					
Pre-Meeting: February 18, 2020 Executive Session Minutes					
Establish March 17, 2020, as the Public Hearing Date for New Microbrewery Liquor License No. 7 for Oil City Beer Company, LLC, d/b/a Oil City Beer Company, Located at 4155 Legion Lane Unit 4 and 6.	C				
Establish March 17, 2020, as the Public Hearing Date for New Microbrewery Liquor License No. 4 for Brewstory, LLC d/b/a Frontier Brewing Co, Located at 117 East 2nd Street.	C				
Public Hearing: Plat to Creating Garden Creek Square Addition No. 2, a Subdivision Agreement, and a Zone Change of Said Addition to R-4 (High Density Residential).		N			
Public Hearing: Vacation, Replat, Zone Change and Subdivision Agreement for the Greenway Park III Addition.		N			
Public Hearing: Replat, Zone Change, and Subdivision Agreement for the Kensington Heights No. 1 Addition.		N			
Public Hearing: Fiscal Year 2020 Budget Amendment #2		N			
Authorizing a Lease Agreement with Johnson Restaurant Group, Inc. for Operation of the 19th Hole Restaurant at the Municipal Golf Course.				C	
Authorizing a License Agreement with Black Hills Energy for Installation of Buried Gas Lines.				C	
Authorizing Creation of Local Assessment District 157 – Arrowhead Road and Jade Avenue Roadway Improvements.				C	
Authorizing the Execution of an M-54 Utility License with the Wyoming Department of Transportation for the Installation of a 4-Inch PVC Fire Line to 1910 Talc Road.				C	
Authorizing an Access Easement to the Public adjacent to the Dewald Divide Addition.				C	
Authorizing a Procurement Agreement with Thatcher Company for Eight 46,000 Pound Deliveries of Ferrous Chloride for use at the Indian Paintbrush Chemical Feed Facility.				C	
Authorizing a Contract for Professional Services with State Line No. 7 Architects, in the Amount of \$313,260, for the City Hall Renovations and Addition Project.				C	
Granting a Right-of-Way Easement to Rocky Mountain Power as part of the Midwest Avenue Reconstruction from Elm Street to Walnut Street Project.				C	
Authorizing an Agreement with Knife River, Inc., in the Amount of \$62,690, for the 21st Street & Shattuck Sanitary Sewer Replacement Project.				C	
Approving the Vacation and Replat Creating the White Dog Addition No. 2 and the Associated Subdivision Agreement.				C	
Rescinding Resolution No. 02-288 and Designating the City Clerk's Office as the Proper Office for Filing Claims Against the City Pursuant to W.S. § 1-39-113(c)(ii).				C	
Executive Session - Litigation					

**March 10, 2020**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
6th Cent Survey Results	Direction Requested	30 min	4:35
Capital Budget Review	Direction Requested	30 min	5:05
Community Promotions Funding (Part 1)	Direction Requested	30 min	5:35
Unsafe Structure & Equipment Ordinance	Direction Requested	45 min	6:05
Agenda Review		20 min	6:50
Legislative Review		10 min	7:10
Council Around the Table		10 min	7:20
Approximate Ending Time:			7:30

**March 17, 2020 Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
Pre-Meeting: Pre-Annexation Agreement *Note - no other items may be placed on this pre-meeting agenda*					
Establish April 7, 2020 as Public Hearing Date for Local Assessment District 157 – Arrowhead Road and Jade Avenue Roadway Improvements. (tentative?)					

**March 24, 2020**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Finance Policies - Phase 4	Information Only	30 min	4:35
Liquor License Sanctions	Direction Requested	40 min	5:05
Community Promotions Funding (Part 2)	Direction Requested	40 min	5:45
Sidewalk Maintenance	Direction Requested	40 min	6:25
Agenda Review		20 min	7:05
Legislative Review		10 min	7:25
Council Around the Table		10 min	7:35
Approximate Ending Time:			7:45

**April 7, 2020 Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
Public Hearing: Local Assessment District 157 – Arrowhead Road and Jade Avenue Roadway Improvements. (tentative?) 1st reading of Ordinance		N			

**April 14, 2020**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Comp & Class Study Review	Direction Requested	40 min	5:10
Downtown Parking Garage Capital & Operations	Direction Requested	30 min	5:50
College National Finals Rodeo Discussion	Direction Requested	30 min	6:20
Agenda Review		20 min	6:50
Legislative Review		10 min	7:10
Council Around the Table		10 min	7:20
Approximate Ending Time:			7:30

### Future Agenda Items

Item	Date	Estimated Time	Notes
Parking on the Parkways		30 min	
David Street Station 501(c)(3)		30 min	
Animal Care Ordinance Review			
Meadowlark Park			Spring 2020
Citizen Presentation - Vehicle Licensing - Maddie Booth		20 min	Waiting on response from Booth family
Private Operation of Hogadon			
Event Center Update	April 28, 2020?		After May 1
Formation of Additional Advisory Committees			

### Staff Items

Limo Amendment			
Health Plan - Residual Balance			After January 2020
Utility Business Plan			After New Year - February
Sign Code Revision			
Wind River Traffic Update			Summer 2020
Tentative Budget Review	May 12, 2020		
Event Center Budget	April 28, 2020		
Community Relations Spec Update		30 min	

### Special Work Sessions

Budget Work Sessions	May 18 & 20
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### Future Council Meeting Items

Establish Public Hearing - FY 21 Budget Adoption Summary Proposed Budget published in minutes	June 2, 2020
Public Hearing Date - FY 21 Budget Adoption	June 16, 2020

### Retreat Items

Economic Development and City Building Strategy
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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <i>5:00 p.m.</i> - CNFR (Freel, Cathey)	3 <i>6:00p</i> -Council Meeting	4 <i>11:30a</i> -Drug Court (Huber) <i>1:00p</i> -Civil Service Commission (None) <i>5:30p</i> -Platte River Restoration Advisory Committee (Pacheco)	5 <i>7:00p</i> -Youth Empowerment (Pacheco)	6	7
8 	9 <i>8:30a</i> -Historic Preservation (Bates) <i>4:00p</i> -OYD Advisory Committee (Hopkins, Freel)	10 <i>4:30p</i> -Council Work Session	11 <i>11:30a</i> -DDA (Powell) <i>6:00p</i> -Amoco Reuse JPB (Hopkins)	12 <i>7:00a</i> -Advance Casper (Freel) <i>4:30p</i> -Leisure Services Board (Huber) <i>7:00p</i> -Youth Empowerment (Pacheco)	13 <i>11:30a</i> -Chamber Coordination/ Infoshare (None)	14 
15	16	17  <i>11:30a</i> -Regional Water JPB (Cathey, Powell, Huber, Freel) <i>4:00p</i> -Chamber of Commerce (Cathey) <i>6:00p</i> -Council Meeting	18	19 <i>7:30a</i> -Mayor/ Commissioner <i>11:00a</i> -Housing Authority (Bates) <i>4:00p</i> -Contractors' Licensing Board (Lutz) <i>5:30p</i> - City County Board of Health (Bates) <i>6:00p</i> - Planning & Zoning (Hopkins) <i>7:00p</i> -Youth Empowerment (Pacheco)	20	21
22	23 <i>12:30p</i> -Senior Services (Pacheco) <i>2:00p</i> -CATC (Johnson)	24 <i>11:30a</i> -Travel & Tourism (Freel, Johnson) <i>4:30p</i> -Council Work Session	25 <i>7:00a</i> -CPU Advisory Board (Bates) <i>11:30p</i> -NIC (None) <i>5:15p</i> -CAP (None)	26 <i>11:30a</i> - Disability Council (Powell) <i>7:00p</i> -Youth Empowerment	27	28
29	30	31				

**CASPER PUBLIC UTILITIES ADVISORY BOARD  
CITY OF CASPER**

**MEETING PROCEEDINGS  
November 20, 2019  
7:00 a.m.**

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, November 20, 2019 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present:       President Michael Bell  
                  Secretary John Lawson  
                  Member Bruce English

Absent:        Vice President Jim Jones  
                  Member Richard Jay  
                  Council Liaison Bates

Staff Present: Public Services Director, Andrew Beamer  
                  Public Utilities Manager, Bruce Martin  
                  Administrative Technician, Janette Brown

Others:

The regular meeting was called to order at 7:05 a.m. by President Bell.

1.     President Bell asked for a motion to approve the minutes from the September 25, 2019 meeting. A motion was made by Secretary Lawson and seconded by Board Member English to approve the September 25, 2019 minutes. Motion passed.
  
2.     Mr. Martin asked the Board to reference the October 2019 Statistical Report in the agenda packet. Mr. Martin stated that the Total Gallons Purchased in October was 176 MG, which was 27 MG less than the five-year average. Mr. Martin stated that Fiscal Year to date water purchased is 1.85 BG compared to the five year average of 1.76 BG.  
  
      Mr. Martin stated that there were three water main breaks in October with a total of eight for the fiscal year compared to three water main breaks last fiscal year.  
  
      Mr. Martin stated that there were three sewer main stoppages in October with a total of three for the year compared to two sewer stoppages at the same time last fiscal year.  
  
      Mr. Martin stated that there was a 0.18% growth.
  
3.     Mr. Martin asked the Board to reference the Retail Water and Sewer Service Rate memo.

Mr. Martin stated that the rate analysis proforma for the water and sewer funds have been updated to determine appropriate water and sewer rates for 2020 and 2021.

a. Mr. Martin stated that the following information and assumptions were used for updating the rate analysis proforma for the water fund:

- 1) A 3% rate of inflation for the operation and maintenance costs. This includes personnel, materials and supplies, and contractual services.
- 2) A 3% rate of inflation for Central Wyoming Regional Water expenses (bulk water).
- 3) A 0.5% rate of growth in Natrona County based on the recent water and wastewater facility plans.
- 4) The model assumes that \$3.4M in grant and/or loan funding will be obtained for the 10 MG Reservoir rehabilitation or replacement project. Mr. Martin stated that staff hoped to get a recommendation for either rehabilitation or replacement from the Water Master Plan when it is completed.
- 5) The model includes \$2.3 M in grant funding allocated to the CY Booster Station Replacement project, the West Casper Zone II water main project, and the East Casper Zone III water system improvements project.
- 6) The model includes \$2.5 M of 1% funds each year for FY20 – FY24. 1% funding will be used for water main replacement. The average cost of water main replacement is \$250 per foot. There are approximately 400 miles of water main in the system. At \$2.5 M, roughly 10,000 feet, or 0.47% of the system, would be replaced each year.

Mr. Martin brought the Water Fund proforma up on the screen. Mr. Martin stated that the water rate increase for last year was 1%. Mr. Martin informed the Board that the black line on the proforma graph is the required reserves; the green line is the target, which is 10% above required reserves; and the blue line is the actual fund amount. Mr. Martin stated that if there is no rate increase the fund will be below required reserves in mid FY22-FY23.

Mr. Martin stated that the water and sewer rates are usually set for two years at a time, but the City Manager may adjust that to one year.

Mr. Martin stated that the audited figures are used for the rate model, and asked the Board what their feelings were on a 1% water rate increase for this upcoming year.

President Bell asked what the Raftelis report recommended. Mr. Beamer stated that the Raftelis report recommended the City change to a tiered water rate structure, but the City is not prepared for the education process that must take



place before a change like that can be implemented. Mr. Beamer stated that the City must let all customers know about any change to the rate structure that is going to be made.

Board Member English asked if the tiered rates would be for commercial and residential accounts. Mr. Beamer stated that it would only be for residential accounts.

Mr. Martin stated that whether or not the City moves forward with tiered rates, it doesn't change the reserve fund requirements. President Bell stated that the Board set the reserve requirement and it is not set in stone. Mr. Martin informed the Board that Council actually set the reserve requirement, and they are looking to increase the required amount in the reserve funds.

President Bell asked if the rate of inflation used in the rate model is the same rate used nationwide. Mr. Martin stated that the rate of inflation used was from the study that was completed.

Board Member English stated that he thinks the customers are used to a small increase each year and he is in favor of a 1% increase.

President Bell stated that he thinks the rate is too high right now as there were many people that let their lawn go this past year.

Mr. Martin stated that based on the average water consumption of 11,500 gallons per month, the customer water bill would increase \$0.46.

Secretary Lawson stated it is a pay me now or pay me later scenario. Secretary Lawson stated that if the Board goes with a 1% rate increase, it is easier to adjust the rate in the future. Secretary Lawson stated that he feels good with the 1% rate increase.

Board Member English asked if the Board's recommendation will be passed on to the Council for approval. Mr. Martin stated that the recommendation of the Board for both water and sewer rate increases will be taken to Council for consideration.

President Bell stated that a 1% water rate increase seems to be the consensus of the Board.

Mr. Martin asked the Board to reference the graph on the screen. Mr. Martin stated that the graph represents the water bills of different communities based on the 11,500 gallon per month usage. Mr. Martin stated that the proposed increase for the City of Casper is in the lower middle average.

- b. Mr. Martin stated that the following information and assumptions were used to update the rate analysis proforma for the sewer fund:

- 1) A 3% rate of inflation for operation and maintenance costs.
- 2) A 5% rate of inflation for regional wastewater system expenses. The model assumes that approximately 84% of the wholesale wastewater operational charges are from Casper. The remainder is from other wholesale users of the RWWS.
- 3) A 0.5% rate of growth in Natrona County.
- 4) The model includes \$0.5 million of 1% funds each year for FY20 – FY24. Mr. Martin stated that this is the first time that 1% funds have been used in the Sewer Fund. 1% funding will be used for sewer main rehabilitation/replacement. The average cost of sewer main replacement is \$200 per foot. There are approximately 300 miles of sewer main in the system. With \$500,000 of 1% funding and \$500,000 from reserves, a total of 5,000 feet, or 0.32% of the system, would be replaced each year.
- 5) Rates developed by this model include rate adjustments needed for new and replacement capital facilities in accordance to the Capital Improvement Plan (CIP).

Mr. Martin stated that staff has included consistent increases to the sewer rate in order to cover upcoming capital projects. President Bell asked if the North Platte Sanitary Sewer (NPSS) is included in the CIP. Mr. Beamer stated that project is included in the CIP. Mr. Beamer stated that parts of the NPSS will be lined, while other parts will be replaced.

President Bell asked if the improvements at the WWTP are completed. Mr. Martin stated that they are not as it is an aging plant and the CIP does not include improvements for nutrient removal.

Mr. Martin stated that the Raftelis report showed an 8% per year rate increase. Mr. Martin stated that the average sewer bill with a 7% rate increase adds \$1.72. Secretary Lawson stated that 7% is not the inflation rate. Mr. Beamer stated that capital projects drive the increase to the rates. Secretary Lawson stated that in the presentation to the public, it needs to be stressed that the rate increase covers upcoming improvements, as the old rate model showed the CIP.

President Bell stated that in the past, it was discussed that less 1% funds would be used for the Water Fund and put towards the Sewer or WWTP funds. Mr. Martin stated that in the past \$1 M was put towards WWTP improvements, and this year \$500,000 will be put towards Sewer improvements.

Mr. Martin asked the Board to reference the graph on the screen. Mr. Martin stated that the graph represents the sewer bills of different communities based on the 6,500 gallon per month usage. Mr. Martin stated that the City of Casper is in the middle average with the proposed rate increase.

President Bell asked if the City of Casper is subsidizing the Regional Wastewater System (RWWS). Mr. Martin stated that the City of Casper is approximately 84% of the RWWS.

Mr. Martin asked the Board if there was a consensus on the sewer rate increase. Board Member English stated that he thought 7% would be good. President Bell stated that with a recession coming, the City needs to run closer to the minimum reserve requirement.

Mr. Martin changed the proforma to show a 6% sewer rate increase. Secretary Lawson asked if the same capital projects are included in this version. Mr. Martin stated that they are. Mr. Martin stated that the capital projects would have to be adjusted in the out years based on available funds.

Board Member English asked how secure State funding is. Mr. Beamer stated that if State funds are not available, it would affect the General Fund, but Council could take away 1% monies from the Enterprise Funds.

President Bell stated that it is good public policy to stay closer to required reserves instead of just collecting public funds.

Mr. Martin stated that staff is recommending for 2020 and 2021 2% and 3% water rate increases, and 7% and 7% sewer rate increases, but will take recommendations from the Board to Council.

A motion was made by Board Member English and seconded by Secretary Lawson to recommend 1% water rate increases and 6% sewer rate increases for 2020 and 2021 to Council. Motion passed.

4. In Other Business, President Bell asked about the outside-City agreements that were mentioned in previous meetings. Mr. Martin stated that the Planning Department wanted additional language for annexation in the agreements and the City Manager agreed. Mr. Martin stated that the Attorney's Office and the Planning Department are working on the language, which is mainly pre-annexation language. President Bell asked when the Board would be considering the agreements. Mr. Martin stated that the earliest the agreements would be considered by the Board would be in January, as the Council would have to make a policy call on the new language.

President Bell asked about the Wardwell Water Tank. Mr. Martin stated that it was in service, but a routine bacti test failed due to leaks in the tank roof. Mr. Martin stated that the tank was taken off line and the contractor is to be here this week to make repairs.

President Bell asked about the Tower Water Tank. Mr. Martin stated that it is out of service as there is not enough usage and the residual was too low.

Mr. Martin stated that the 2.6 MG water tank needs the roof repaired before it can be put back in service.

Secretary Lawson asked about the emergency power projects. Mr. Martin stated that new logic was uploaded to the emergency generator at the WTP and a new test will need to be done. Mr. Martin stated the WWTP Emergency Power project is ongoing, but is having some issues.

Mr. Martin stated that there is not a CPU Advisory Board meeting scheduled for December.

A motion was made by Secretary Lawson and seconded by Board Member English to adjourn the meeting at 8:26 a.m. Motion passed.



Secretary

## **Casper's Council for People with Disabilities - AGENDA**

Thursday, February 27, 2020 at 11:30 AM

Downstairs Meeting Room - City Hall, 200 North David Street, Casper

1. Sign-In on Roster & Guest Introductions
2. Review of the previous month's minutes & approval of minutes
3. Old Business:
  - Discuss updates from Committees since the last Council meeting on January 23, 2020 to address established priorities as listed below:
    - QOL Committee – Zulima Lopez, Chairperson
      - Public transportation expansion and operating times
    - Public Relations (PR) Committee – John Wall, Chairperson
      - Update on CCPD Facebook page and City of Casper website.
      - Update on CCPD Flyer
    - Events Committee – Nikki Green, Chairperson
      - Updates regarding the Casper Disability Day event scheduled on March 7, 2020.
    - Fundraising Committee – Linda Jones, Chairperson
      - Donations & cash handling at the Casper Disability Day Event
4. New Business:
  - Review applications and vote on new Council membership
  - Council Bright Spot
  - Presentation requests – Mended Hearts & Casper Autism Support
  - Any other new business or public comment
5. The next scheduled meeting is March 26, 2020 at 11:30 AM.

DATE: MARCH 4, 2020  
TO: CIVIL SERVICE COMMISSION  
FROM: HEIDI ROOD, HUMAN RESOURCES TECHNICIAN  
SUBJECT: CIVIL SERVICE COMMISSION MEETING

**CIVIL SERVICE COMMISSION MEETING**

**WEDNESDAY, MARCH 4, 2020**

**1:00 P.M.**

**COUNCIL MEETING ROOM (CITY HALL)**

**AGENDA**

1. Approval of January 22, 2020 Meeting Minutes
2. Swear In Greg Groves – Fleur Tremel
3. Elect Board Chair - Commission
4. Certify Battalion Chief List – Deputy Chief Siplon
5. Other Business
6. Set Next Meeting Date

April 1<sup>st</sup>

May 6<sup>th</sup>

June 3<sup>rd</sup>

7. Adjourn

FEB 25 2020

**Dee Ann Hardy**

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**From:** S. E. Zigliotto <szigliotto@gmail.com>  
**Sent:** Tuesday, February 25, 2020 12:07 PM  
**To:** Dee Ann Hardy  
**Subject:** Comments/Questions for Reading: Garden Creek Square Addition No.2 Concerns  
**Attachments:** garden creek condo proj. 02.25.2020.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello,

I am not able to be in Casper to attend the meeting for March 3rd, so this email contains my concerns/questions I want to be read and addressed at the meeting.

Best Regards,  
S. E. Zigliotto  
4440 S Poplar Unit 104  
Casper, WY 82601  
650.722.1850

FEB 25 2020

March 25, 2020

## **Comments to be read at meeting**

Garden Creek Square Addition No 2 (including zone change)

I am an owner of a condo at the Pine Tree Condominiums directly impacted by this project.

Within the last 2 years, Coffman Street has seen vastly increased traffic congestion becoming a major traffic way. There is no traffic light at the end of Coffman to enter onto WY Blvd. Some of our units do not have garages and park autos on Coffman street. Here are my concerns:

1. TRAFFIC INCREASING – WHAT CONTROLS HAVE BEEN PLANNED
2. LEVEL OF NOISE INCREASE
3. HOW WILL VISITOR PARKING OVERFLOW BE ADDRESSED
4. PEOPLE LEAVING GARBAGE IN OUR BINS
  
5. 5-10 YEARS FROM NOW, WHO WILL CARE FOR THAT PROPERTY
6. HOW WILL CLEANLINESS OF PROPERTY BE ADDRESSED EACH DAY
7. WHO IS APPROVING THE QUALITY OF THE BUILDINGS AS THEY ARE CONSTRUCTED
  
8. \*\*\*\*HOW WILL THE CREEK BRIDGE AND WALKING PATH BE ADDRESSED THAT THE CHILDREN NEED TO CROSS TO WALK TO SCHOOL EACH DAY\*\*\*\*  
(the path and bridge are separating this project from the existing Coffman Ct. condominiums)
  
9. ARE THERE ANY PLANS FOR WALKING PATHS IN THE NEW PLAN

S. E. Zigliotto  
4440 S Poplar St.



**From:** Jeff Goetz [<mailto:jeff.goetz@wyo.gov>]

**Sent:** Friday, February 28, 2020 8:36 AM

**To:** Jolene Martinez

**Subject:** snow removal

Councilmembers,

First, my name is Jeff Goetz and I live at 3541 E. 19th St.

I would like to discuss the issue of snow removal - really lack of snow removal - in some key areas around our ward and in the city.

The sidewalk areas around Kelly Walsh High School are not shoveled or otherwise cleared during snow events. This includes both sides of 12th Street and the east side of Walsh Drive. I drop my child off daily near the high school and she (and many other students) are forced to walk either in the street or through snow filled sidewalks. This includes the bus stop area at 12th and Walsh.

This is just one example of a lack of snow removal on residents' parts throughout this city. I'm aware the city has no ordinance compelling residents to remove snow, however, I feel this needs to be addressed and some sort of ordinance or other method of compelling residents needs to be put in place. In reality, we're creating safety hazards as we force people to trudge through deep snow or choose to walk on the streets - either option has the potential of leading to injury.

We also have an issue with the lack of snow removal on higher traffic areas such as Wyoming Boulevard. These pathways rarely have the snow removed and again, those who rely on them to get to places like Ridley's must either walk on Wyoming Boulevard or make their way through deep snow. The snowstorm on Monday has really brought this issue to light as I am seeing its effects daily.

I would love to discuss this issue with you and help in any way I can. You may reach me at 307-262-2886 (cell).

Thank you.

Jeff Goetz

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Jeff Goetz  
Senior Public Relations Specialist  
Wyoming Department of Transportation, District 2  
900 Bryan Stock Trail  
Casper, WY 82601  
(307) 473-3303  
[jeff.goetz@wyo.gov](mailto:jeff.goetz@wyo.gov)



## **Update: Novel Coronavirus (COVID-19)**

**Wednesday, February 26, 2020**

At this time, Wyoming has had no reported cases of the novel coronavirus (COVID-19). According to an update made yesterday by Centers of Disease Control (CDC), person-to-person spread of COVID-19 also has been seen among close contacts of returned travelers from China and other areas of outbreak, but at this time, this virus is NOT currently spreading in the community in the United States.

The health department is working every day to be prepared if we should get a case in Natrona County or it reaches a pandemic level in the United States. There are several rumors starting to develop in the community, but to date- there are NO cases in Wyoming.

- We participate on weekly Wyoming Department of Health calls- always being updated or reached immediately of anything of concern.
- We have our County Health officer who is an Infectious Disease provider who also participates and is on call to us at all times.
- We have direction from the Wyoming Department of Health that provides guidance to all health care providers of what to do in the event of an outbreak.
- We investigate all cases for all diseases that put a community at risk, no matter how big or small to ensure the community is protected.
- We are constantly learning and preparing for the COVID-19 virus.
- We have protective personal equipment.
- Guidelines for isolation and how to protect the community.
  - We currently adhere to the State Preparedness Plan for COVID-19, but as it develops will likely be directed to develop a plan for Natrona County.
- We have massive distribution lists for the community, to reach and out and provide education to our community partners. Currently we are working to update our lists for community partners as there have been numerous changes.
  - Should we get a case that is confirmed we will reach out to County/City elected officials and the City Manager to notify them of the case and then we will jointly develop a plan to educate and notify the public of what we need to do.
  - We are always learning and educating ourselves, our partners and our community.
  - We routinely have practice drills to prepare for what we might need to address.

Larger cities are beginning to call for restrictions on large events- but at this point we are not there.

Anna Kinder, M.S.OTR/L  
EXECUTIVE DIRECTOR, CNCHD  
CASPER NATRONA COUNTY HEALTH DEPARTMENT

475 SOUTH SPRUCE STREET  
CASPER WY 82601  
307.577.9722 OFFICE PHONE  
307.262.6322 WORK CELL  
307.235.9146 FAX

[CasperHealthDepartment.org](http://CasperHealthDepartment.org)



## **Update: Novel Coronavirus (COVID-19)**

**Wednesday, February 26, 2020**

At this time, Wyoming has had no reported cases of the novel coronavirus (COVID-19). According to an update made yesterday by Centers of Disease Control (CDC), person-to-person spread of COVID-19 also has been seen among close contacts of returned travelers from China and other areas of outbreak, but at this time, this virus is NOT currently spreading in the community in the United States.

COVID-19 is thought to spread person-to-person between people who are in close contact with one another, through coughing or sneezing by means of respiratory droplets.

The most effective means of prevention, as with many viruses including influenza, is to maintain standard precautions that help reduce risk of transmission. This includes:

- Avoiding close contact with anyone who is sick
- Avoid touching your eyes, nose, and mouth
- Stay home if you are sick
- Cover your cough or sneeze with a tissue, and throw away in the trash
- Clean and disinfect frequently touched objects and surfaces using regular household cleaning solutions
- Frequent and adequate hand washing with soap and water for at least 20 seconds, especially after bathroom use, before eating, and after blowing your nose, coughing, or sneezing.
  - \*If soap is not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if visibly dirty.

National, state and local health officials are monitoring this situation and will be providing updates to the community as necessary. According to County Health Officer Dr. Mark Dowell, MD, "Seasonal influenza is currently still more of a threat in our community than COVID-19." For the most current and up to date information on COVID-19 please refer to the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.



## FY 2020 General Agency Funding Biannual Report

Please file this form biannually. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: The Science Zone _____	Program: New Science Center _____	
Contact Person: Steven Schnell _____	Phone Number: (307) 473-9663 ___	Date: 2/14/2020 _____
Email address: steven.schnell@thesciencezone.org _____		
Please Select One:	1 <sup>st</sup> Reporting Period <input checked="" type="checkbox"/> _____ July 1 – December 31 Due on January 10	2 <sup>nd</sup> Reporting Period _____ January 1 – June 30 Due on July 10

### 1. Mission

To inspire the mind, delight the senses, and ignite a passion for the technical arts and sciences

### 2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this program. Please include the amount you were allocated from One Cent funding.

### 3. Program Significance

- a. Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
  - i. The individuals who are the focus of our work and activities are primarily children, families, and school groups.
- b. What impact did the program have on the specified target population and community?
  - i. Our program is to design / develop / and build a new science center for Wyoming. We are in the beginning stages of the work, which are absolutely imperative to set the trajectory to ensure our completed vision will serve the community and state to its fullest potential.
- c. Have there been significant trends over the past months regarding your target population?
  - i. No

### 4. Results

- a. Please describe the outcomes/outputs.
  - i. As of now, we have a schematic design for our project & far more information with regards to the cost, and layout.
- b. Please describe the method of measurement.
  - i. We issued an architect to create a schematic design, and they have completed their task
- c. Please describe the performance results.
  - i. N/A

### 5. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered.
- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the service the program delivered.

- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
  - i. Currently the program results do not apply to our current stage of this process. Once open, our museum will certainly have measurable results and impacts on the community.

## **6. Results Analysis**

- a. How could the program have worked better?
- b. How will you address this?
  - i. Not applicable at this time.

## **7. Population Served**

In order to gauge the impact that your program has had on the community, it is important that we know how many people use your program. Please describe the method used to determine the number of individuals served with this funding.

- While we currently serve nearly 30,000 museum attendees, and many more through outreach, we are doing the groundwork to expand our reach, and our impact to serve even more of our state and community.

The Science Zone						
One Cent #16 Invoicing						
			Total Awarded	Total Invoiced	Balance	
			\$ 334,444.00	\$ 41,805.50	\$ 292,638.50	
Year	Month	Quarter	Award Amount	Invoice Amount	Balance	Running Balance
2019	January, February, March	1	0			
	April, May, June	2	0			
	July, Aug, September	3	\$ 20,902.75	\$ 15,962.00	\$ 4,940.75	
	October, November, December	4	\$ 20,902.75	\$ 25,843.50	\$ (4,940.75)	\$ -
2020	January, February, March	1	\$ 20,902.75		\$ 20,902.75	\$ 637.62
	April, May, June	2	\$ 20,902.75		\$ 20,902.75	
	July, Aug, September	3	\$ 20,902.75		\$ 20,902.75	
	October, November, December	4	\$ 20,902.75		\$ 20,902.75	
2021	January, February, March	1	\$ 20,902.75		\$ 20,902.75	
	April, May, June	2	\$ 20,902.75		\$ 20,902.75	
	July, Aug, September	3	\$ 20,902.75		\$ 20,902.75	
	October, November, December	4	\$ 20,902.75		\$ 20,902.75	
2022	January, February, March	1	\$ 20,902.75		\$ 20,902.75	
	April, May, June	2	\$ 20,902.75		\$ 20,902.75	
	July, Aug, September	3	\$ 20,902.75		\$ 20,902.75	
	October, November, December	4	\$ 20,902.75		\$ 20,902.75	
2023	January, February, March	1	\$ 20,902.75		\$ 20,902.75	
	April, May, June	2	\$ 20,902.75		\$ 20,902.75	
	July, Aug, September	3	\$ -		\$ -	
	October, November, December	4	\$ -		\$ -	

The second week of the 65<sup>th</sup> Wyoming Legislature concluded on Friday February 21<sup>st</sup>, 2020. Like the first week, things have been moving at a frenetic pace. As noted previously, there were 398 individual bills filed. Much of this week was devoted to preparation of the state budget.

As of the writing of this document, 284 bills are still active and being considered. WAM began the session tracking 26 House Bills and 14 Senate Bills. Of these, 15 have been defeated and are no longer active.

### **Tracking Bills Online**

The WAM website contains information about all the bills and their status in the legislative process. If you prefer to see this data in the excel format, you can click the excel button and it will format the information into an excel spread sheet. A direct link can be found at <https://wyomuni.org/follow-legislation> .

The attached spreadsheet (found by [clicking here](#)) summarizes this tracking information. It is current as of noon on Friday. The bills that are no longer active are shaded in light blue with a strikethrough on the text. The following paragraphs provide a brief summary of the week's legislative activities.

### **House Bill 19 – Municipal Franchise Fees**

This bill modifies the manner in which cities and towns deal with franchise agreements and franchisees. During the interim, WAM worked with Charter, CenturyLink and other telecommunications companies at the direction of the Joint Corporations Committee to craft livable legislation. The bill has passed the House and will be voted on in the Senate next week. There is still a dispute with Charter regarding the definition of gross revenues. WAM is prepared to fight any amendment should one be introduced.

### **House Bill 47 – Municipal Option Tax**

House Bill 47 authorizes cities and towns to hold city-only sales tax elections. It was developed in conjunction with the Wyoming County Commissioner's Association (WCCA). In addition to allowing for a city only election, it reduces the number of cities needed to get on a sales tax ballot, from two-thirds to 50%. This bill passed the House with one amendment. This amendment would allow cities to hold a city only sales tax only during a general election. WAM is working vigorously to get this amendment removed in the Senate.

### **House Bill 93 – Increasing Maximum Claim Amount for Governmental Claims**

This bill would increase limits of liability for claims against local governments. This bill failed introduction and is dead for the session.

### **House Bill 124 - Cities and towns-vehicle bid guarantee.**

This bill would eliminate the requirement for bid bonds for car and trucks below \$100,000. This bill was requested by one of our WAM member cities. As currently written, the bill would prohibit a city or town from requiring a bid bond on vehicles below \$100,000. WAM has requested an amendment that would allow a city or town to waive the bid bond requirement if

they chose to do so. HB-124 has been introduced, been approved by the House Revenue Committee and will be heard by the House next week.

#### **House Bill 134 – Wyoming Tourism Funding**

This bill would impose a 5% statewide lodging tax on short term lodging. Of this amount 3% would be used to fund the department of tourism (effectively taking it out of the general fund). 2% would be sent back to the local governments. The distribution of the local funds would be the same as with current lodging tax legislation, but the use of marketing funds has been slightly expanded. The principal difference between this bill and the one considered last year is that a local government can implement the second 2% by a vote of the town council instead of a vote of the public. This bill passed the House and is ready for Introduction in the Senate.

#### **House Bill 138 – Select Committee on Governmental Consolidation**

This bill would establish a Select Committee on Governmental Consolidation. The Committee's charge is to "identify and recommend standards and options for reorganizing, consolidating or reducing the number of school districts, community colleges, counties, cities and legislative districts in the state and the number of legislative committees currently in existence or created by the Wyoming legislature." This bill passed the Revenue Committee and has been placed on the General File in House.

#### **House Bill 183- Municipal Elections Political Parties**

This bill would make municipal elections partisan elections. Candidates running for municipal office would need to declare their party affiliation. Cities and towns would need to conduct republican and democratic primaries. Any vacancies would need to be filled with a person of the same party. This bill was heard by the House Corporations Committee and the bill did not pass. Many thanks to all the local elected officials and municipal staff members who contacted their legislators about this bill. Several legislators mentioned the opposition from their local elected officials when voting against the bill.

#### **House Bill 186 – K-12 and Local Government Structural Deficit Repair Act**

This bill would increase the state sales tax from 4 to 5 percent if the Legislative Stabilization Reserve Account drops below \$500 million. The local portion of this increase would be distributed in accordance with the Madden Formula. This bill has been introduced in the House and approved by the House Appropriations Committee.

#### **Senate File 22 – Surface Water Drainage**

This bill would authorize cities and towns that ability to issue bonds and create an enterprise fund for surface (storm) water improvements. This bill passed the Senate overwhelmingly and is ready for introduction in the House.

#### **Senate File 57- Direct Distribution**

The Governor's Recommended Budget contained \$105 million for the biennium (\$52,500,000 per year) for direct distribution. The Joint Appropriations Committee modified the formula to generally increase distributions to smaller towns, while the larger cities will see decreased



revenue. This bill has passed the Senate and is awaiting introduction in the House. [Click here to see how this amendment changes the distribution.](#)

### **Senate File 108 – Public Employment Retirement**

This bill would continue the contribution increase implemented several years ago. It also increases the retirement age for employees hired after the effective date of this legislation. Specifically, it creates a Tier III of employees whose retirement age would be 67. The retirement age for Tier II employees would remain at 65. This bill has passed second reading of the Senate.

### **Senate File 128 – Unemployment Insurance Compensation Seasonal Workers**

This bill would authorize the Department of Workforce Services to designate seasonal employees and provides that unemployment compensation benefits shall not be payable to these employees under specified conditions. This bill has been introduced in the Senate and referred to the Senate Labor Committee.

### **MRG Funding**

The budget approved by the Joint Appropriations Committee included a severe reduction in funding for Mineral Royalty Grants. Much of this funding was diverted to other uses, leaving only \$5 million for emergency grants.

The budget bill was amended in the House to move \$10 million from the Business Ready Community Grant program back into the Mineral Royalty Grant Program. Senator Kost filed a similar amendment in the Senate that failed late Friday afternoon. Also, Representative Sommers introduced an amendment to the House budget that would backfill the \$10 million taken from the BRC account from the General Fund. This amendment passed, and now both house amendments will be considered in conference committee.

### **Welcome to Cheyenne**

For those elected and appointed officials who are coming down to Cheyenne for the session, we want to invite you stop by the WAM office at 315 W. 27<sup>th</sup> St. just a block down Randell Ave. from the Capitol. The WAM staff meets each morning prior to the start of committee meetings and invites you to join us as we prepare for the legislative day. In addition to free parking, we have coffee, juice, snacks and supplies to make sandwiches.

If you have questions about any legislative issue, please do not hesitate to call Legislative Specialist Bob McLaurin at (307) 413-3483, or Executive Director Dave Fraser at (307) 414-0265.

**From:** [Jolene Martinez](#)  
**To:** [Carter Napier](#)  
**Cc:** [Andrew Beamer](#); [Cindie Langston](#); [Renee Jordan-Smith](#); [Fleur Tremel](#); [John Henley](#)  
**Subject:** FY20 Wind Turbine Facts  
**Date:** Friday, February 28, 2020 8:05:06 AM  
**Attachments:** [FY20 Wind Turbine Facts.pdf](#)

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Here is a fact sheet Cindie prepared. To show you the math on the motor housing unit cost of \$265.50:

The average motor housing units weighs 4,680 pounds. We are charging \$75 per ton. So 4680 pounds equals 2.34 tons multiplied by \$75 is \$175.50. Then we add a \$90 special handling fee per unit.

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**All City of Casper e-mails and attachments, except those defined as attorney/client communications or confidential/privileged information, may qualify as public records under the Wyoming Public Records Act, W.S. § 16-4-201 *et seq.*, and are subject to public disclosure pursuant to this Act.**

## Some facts about the Wind Turbine and Motor Housing Project; FY20:

Casper Regional Landfill (CRL) has 2,606,300 cubic yards of unlined landfill spaced design as our construction and demolition cell and this is estimated to be full in 2073.

- Turbine fiberglass blades and motor housing units are being disposed of in the unlined landfill.
- CRL has 10,252,220 cubic yards of lined landfill spaced designed and is estimated to be full in 2041.
- City staff are planning to amend our permit to add another 10 million cubic yards of lined landfill space in 2020.
- The construction and demolition (C&D) cell was built for special waste projects to generate revenue to keep landfill fees low for all the regional customers.
- The wind turbine blade project is the ideal disposal project for utilizing our C&D cell – one of the most inert (non-toxic) materials we accept for disposal is fiberglass.
- This is the first wind turbine blade disposal project for the CRL; approximately 1000 blades from the Glenrock area and Hanna/Saratoga area.
- We estimate \$675,485 of revenue on this disposal project that started this summer and will end next spring.
- Each turbine blade is placed in the C&D cell to minimize air space used; approximate 44.8 cubic yards (max) and ~30 cubic yards (min) of spaced used for each blade; a maximum of 448,000 cubic yards of air space is estimated for the project.
- One turbine blade is 120 feet long and is cut into three (3) 40-foot lengths. One turbine blade (3, 40-foot sections) comes on each semi-truck trailer. The gross weight of each semi-truck trailer is 50,340 pounds or 25.2 tons. One Thousand trips to and from the CRL are planned. The 1000 loads coming in to the CRL are each 25.2 tons (GVW plus 5.9 tons of disposal material) for a total of 25,200 tons and the 1000 empty semi-truck trailers leaving the CRL each weigh 19.3 tons for a total of 44,500 tons of additional weight crossing our City streets.
- The CRL crushes/breaks the motor housing units. Each 120 turbine blade is cut into 40 foot lengths prior to disposal and the CRL staff inserts the two (2) smaller diameter turbine blade pieces into the largest diameter blade. The turbine blades are stacked in a manner with the motor housing units to minimize air space used. One (1) turbine blade and one (1) motor housing is estimated to take 30 cubic yards.
- Casper Regional Landfill rates increase approximately 2% every two (2) years and we have very low rates compared to other landfills in the state. Our special waste projects generate on average \$800,000 in revenue per year to make it possible to keep our rates low.
- Wind Farms repurpose and recycle 90% of all the materials in a wind turbine; the only material not recyclable is fiberglass; the blades and motor housing are the only fiberglass components.
- Areas of landfill where the wind turbine blades are buried are recorded for the historical record (elevation, longitude & latitude); therefore, in the future, the blades could be mined/recovered.
- Compactors used to compact garbage are equipped with a pressurized cab and filtration system to help prevent employees from being exposed to fine particle dust. Approximately 15 to 20 motor housing units from wind turbines are off-loaded in a designated area of the landfill. During the off-loading process the units collapse on themselves (similar to a cardboard box), and City staff direct commercial customers to dump municipal solid waste (MSW) on top of the 15 to 20 housing units before operating a compactor over the units. The process used to compact the motor housing units minimizes the release of fine particle dust into the atmosphere.