

INFORMATION PACKET

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Friday, October 1, 2021



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

October 5, 2021 Councilmembers Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Recommendations from FTA 2021 Triennial Review					
Pre-Meeting: Curb & Gutter Discussion					
Approval of September 21 Executive Session Minutes					
Bright Spot - Fire Prevention Week					
Public Hearing - Consideration of the Transfer of Retail Liquor License No. 21 From Modern Electric Company d/b/a Wyoming Bootlegger Liquor, Located at 100 North Ash Street, to Wyoming Downs OTB 12, LLC, d/b/a Wyoming Downs OTB 12, Located at 1121 Wilkins Circle.		N			C
Vacation and Replat of Lots 2-18, Block 21; Lots 2-8, Block 23; Trails West Estates; and Lot 8, Block 4; and Lot 9, Block 5 Prairie Park Estates to Create the Trails West Estates No. 6 Subdivision. 2nd reading			N		
Annexation of Tract 31, Dowler No. 3 Subdivision; and Establishing Zoning of said Tract as M-1 (Limited Industrial). 2nd reading			N		
Zone Change of the Property Located at 129 North Elk Street (former Willard School – Lots -12, Block 97, Butler’s Addition), from Zoning Classification ED (Educational District) to C-2 (General Business). 2nd reading			N		
Updating and Amending Chapter 13.03 – Utility Billing and Collection (Landlord Utility Agreement). 2nd reading			N		
Authorizing the Continuation of the Downtown Development Authority (DDA) Mill Levy within the Established DDA Boundaries, Contingent on the Approval of Qualified DDA Members.				C	
Authorizing the Release of a Local Assesement District Lien and Execution of Lien and Notice of Satisfaction of Agreement and Promissory Note.				C	
Committing Surplus Specific Purpose Tax Revenue, if Any, Exclusively to Street Construction Projects within the City of Casper				C	
Authorizing a Professional Services Contract with Chapman, Valdez and Lansing for the Provision of Court Appointed Attorney Services for the Casper Municipal Court.				C	
Authorizing an Agreement with Denali Water Solutions, LLC, in the Amount of \$79,600, for the Wastewater Treatment Plant Digester #2 Cleaning, Project No. 21-041.				C	
Correcting a Scrivener’s Error in Resolution 21-81, Pertaining to the City Council’s Support for Placing a Proposition for the Imposition of a 1% Specific Purpose Excise Tax.				C	
freight elevator (contract amendment)				C	
Christmas parade				C	
Acknowledging the Receipt of Financial Disclosure Information from Incoming Councilmember Quest and Financial Services Director Johnson.					C

Rejecting All Bids Received for the Fire Department SCBA Replacement Project.					C
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October 12, 2021 Councilmembers Absent:					
Work Session Meeting Agenda Items			Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested					
Meeting Followup				5 min	4:30
Downtown Casper One-Way to Two-Way Conversion Study (MEMO DUE)			Move Forward for Approval	30 min	4:35
Casper's Council for People with Disabilities Update			Information Only	20 min	5:05
Agenda Review				20 min	5:25
Legislative Review				20 min	5:45
Council Around the Table				10 min	6:05
					Approximate Ending Time:
Ribbon Cutting - Goodstein Parking Lot					7:00

October 19, 2021 Councilmembers Absent: Knell							
Regular Council Meeting Agenda Items			Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Establish Nov. 2 as Public Hearing Date: Retail Liquor License No. 5							
Vacation and Replat of Lots 2-18, Block 21; Lots 2-8, Block 23; Trails West Estates; and Lot 8, Block 4; and Lot 9, Block 5 Prairie Park Estates to Create the Trails West Estates No. 6 Subdivision. 3rd reading					N		
Annexation of Tract 31, Dowler No. 3 Subdivision; and Establishing Zoning of said Tract as M-1 (Limited Industrial). 3rd reading					N		
Zone Change of the Property Located at 129 North Elk Street (former Willard School – Lots -12, Block 97, Butler’s Addition), from Zoning Classification ED (Educational District) to C-2 (General Business). 3rd reading					N		
Approval and Adoption of the Downtown Casper One-Way to Two-Way Conversion Study (TENTATIVE)						C	
Approval and Adoption of the Casper Area MPO’s Bicycle and Pedestrian Plan Update						C	
Approval and Adoption of the Casper Rail-Trail Extension Plan						C	
Approval and Adoption of the Evansville Trail Linkage Study						C	
Approval and Adoption of the Robertson Road to Mills Trail Extension Plan						C	
Authorizing the Release of the Demolition Lien Recorded Against Real Property Located at 710 East K Street.						C	
Authorizing the 3-Year Agreement with Thomson Reuters for Westlaw Internet Legal Research Services for the City Attorney's Office.						C	
Approving the Purchase of One (1) Unmanned Aircraft from Advexure Unmanned Systems, in the Total Amount of \$26,890.70.						C	
Authorizing a Resolution to Support the Film Commission.						C	
Executive Session - Personnel, On-Going Litigation & Land Acquisition							

October 26, 2021 Councilmembers Absent:					
Work Session Meeting Agenda Items			Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested					
Meeting Followup				5 min	4:30
Preseason Snowfighting Briefing			Information Only	20 min	4:35

Bus Stop Safety/Shoveling - Public Awareness	Direction Requested	20 min	4:55
Citywide Facility Assessment Evaluation Agreement	Move Forward for Approval	20 min	5:15
			5:35
Agenda Review		20 min	
Legislative Review		20 min	
Council Around the Table		10 min	
Approximate Ending Time:			

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Strategic Plan			2021
Formation of Additional Advisory Committees			
Mike Lansing Field Update	Nov. 9		Tentative
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Parkway Parking			After FY22
Hate Crimes Ordinance			
Safe Place Program Implementation & Resolution			
Parks Watering Data	Nov. 9		
Parliamentary Procedures			

Staff Items:

Sign Code Revision			
Blood Borne Pathogens			
Council Goals Update & Tracking Demo	Nov. 9		
Street Projects Priority List	Dec. 14		
Infrastructure Funding Public Outreach Plan	Dec. 14		
Graves Implementation - Employee Compensation	Nov. 9		

Potential Topics-- Council Thumbs to be Added:

Resolution for Removal of Majestic Trees?			
Restructure of Community Promotions			
Handheld Device Use While Driving?			
Drug Court Update/Report			

Future Regular Council Meeting Items:

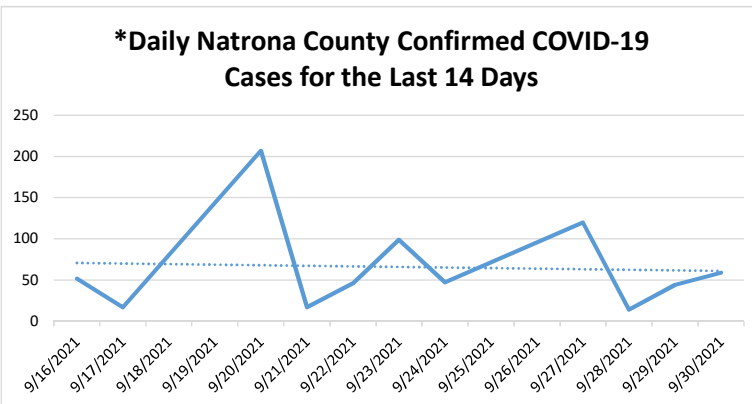
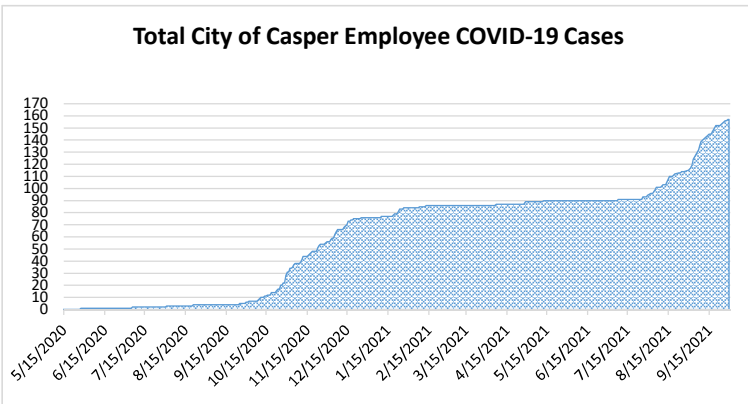
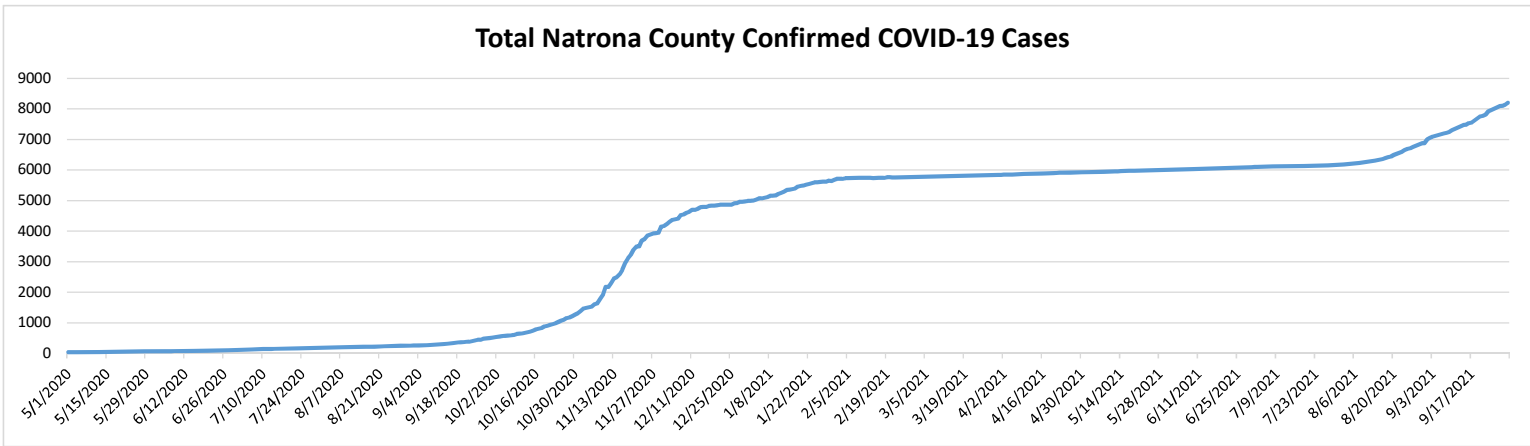
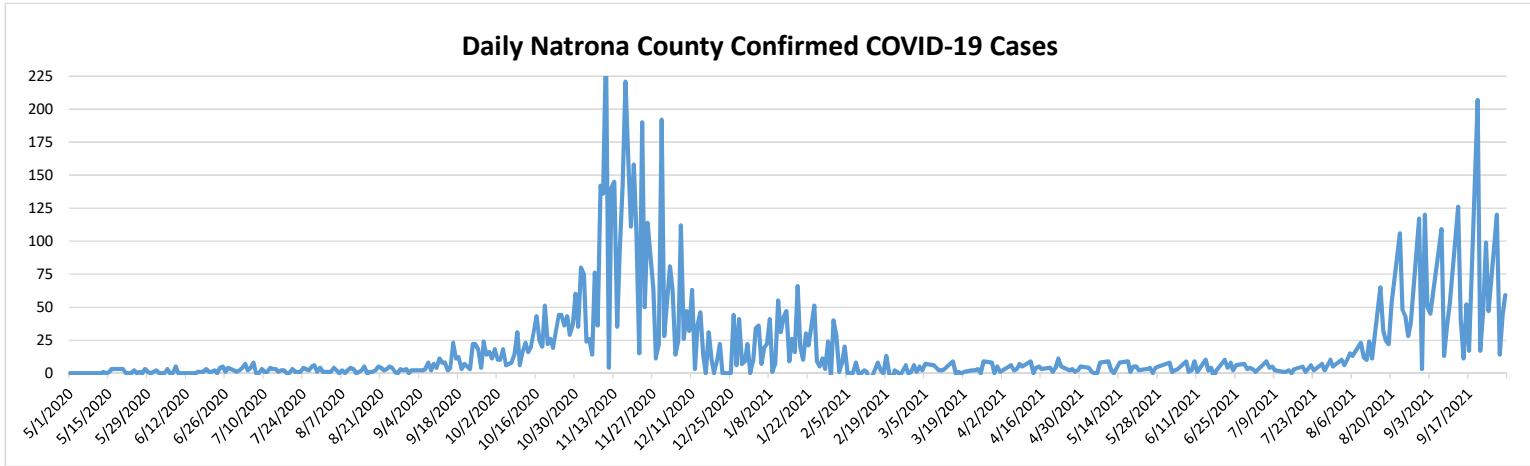
Nov. 2 Public Hearing: Certification of Annexation Compliance to Determine if the Annexation of Tract 31, Dowler No. 3 Subdivision Complies with W.S. § 15-1-402.
Nov. 16 - Bright Spot - Veterans' Graves Adoption Project
Dec. 21 Public Hearing Date - Disposition of City-Owned Property Located Near the Southwest Corner of South Beverly Street and East 4th Street.

Retreat Items:

Economic Development and City Building Strategy

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>8:30a-Historic Preservation (Engebretsen)</p> <p>Would normally be held on October 11th, however City offices are closed</p> <p>Unknown date it will be rescheduled.</p>					1	2
3	<p>5:00 p.m. - CNFR (Freel, Cathey)</p>	<p>12:00p-Chamber Coordination/ Infoshare (Silver Fox)</p> <p>6:00p-Council Meeting</p>	6	<p>7:00p-Youth Empowerment (Pacheco)</p>	8	9
10	<p>Columbus Day Observed</p> <p><i>City offices will be closed.</i></p>	<p>4:30p-Council Work Session</p>	13	<p>3:30p-Advance Casper (Freel, Gamroth)</p> <p>4:30p-Leisure Services Board (Engebretsen)</p> <p>7:00p-Youth Empowerment (Pacheco)</p>	15	16
17	18	<p>11:30a-Regional Water JPB (Cathey, Powell, Knell, Freel)</p> <p>4:00p-Chamber of Commerce (Cathey, Freel)</p> <p>6:00p-Council Meeting</p>	20	<p>7:00a-Mayor/ Commissioner</p> <p>11:00a-Housing Authority (Knell)</p> <p>4:00p-Contractors' Licensing Board (Knell)</p> <p>5:30p- City County Board of Health (Freel)</p> <p>6:00p- Planning & Zoning (Knell)</p> <p>7:00p-Youth Empowerment (Pacheco)</p>	22	23
<p>24</p> <p>31</p> <p>Halloween</p>	<p>12:30p-Senior Services (Engebretsen)</p> <p>4:00p-OYD Advisory Committee (Pollock, Freel)</p>	<p>11:30a-Travel & Tourism (Freel, Johnson)</p> <p>4:30p-Council Work Session</p>	<p>7:00a-CPU Advisory Board (Cathey)</p> <p>11:30p-NIC (None)</p> <p>5:15p-CAP (None)</p>	<p>11:30a - Disability Council (Pacheco)</p> <p>1:00 p - Civil Service Commission (None)</p> <p>7:00p-Youth Empowerment (Pacheco)</p>	29	30

We are CASPER

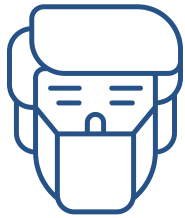


*State no longer reporting data on weekends or holidays

► Effective October 1, 2021 through December 31, 2021

YOU ARE ESSENTIAL.

COVID-19 Voluntary Incentive Program



What is This Program For?

The intent of this voluntary program proposal is to improve the health and protection of our workforce.

We want our employees at work so we can ensure essential services are provided to our community.

Participation in this program (or lack thereof) will not have a negative impact on anyone's employment.

Funding for this incentive will come from Federal CARES dollars, as well as from the Casper-Natrona County Health Department.



Voluntary Program Details

Fully vaccinated employees will receive **\$250*** (regardless of when the full vaccination was achieved).

An additional **\$100*** will be provided to an employee for their spouse and each dependent (that lives in the employee's home) being fully vaccinated after October 1st.

If a third dose or booster is required, an additional **\$50*** will be provided to employees who receive it.

*Employees will be required to provide proof to HR in the form of a COVID-19 vaccination card or an immunization from a health care provider.



Additional Ways to Stay Healthy

Regular hand-washing & disinfecting common areas

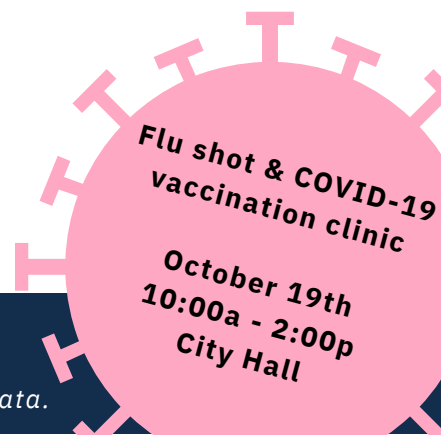
Wear face coverings & practice social distancing

Conduct meetings virtually (with more than 5 attendees)

Maintain a balanced diet & take vitamins/supplements

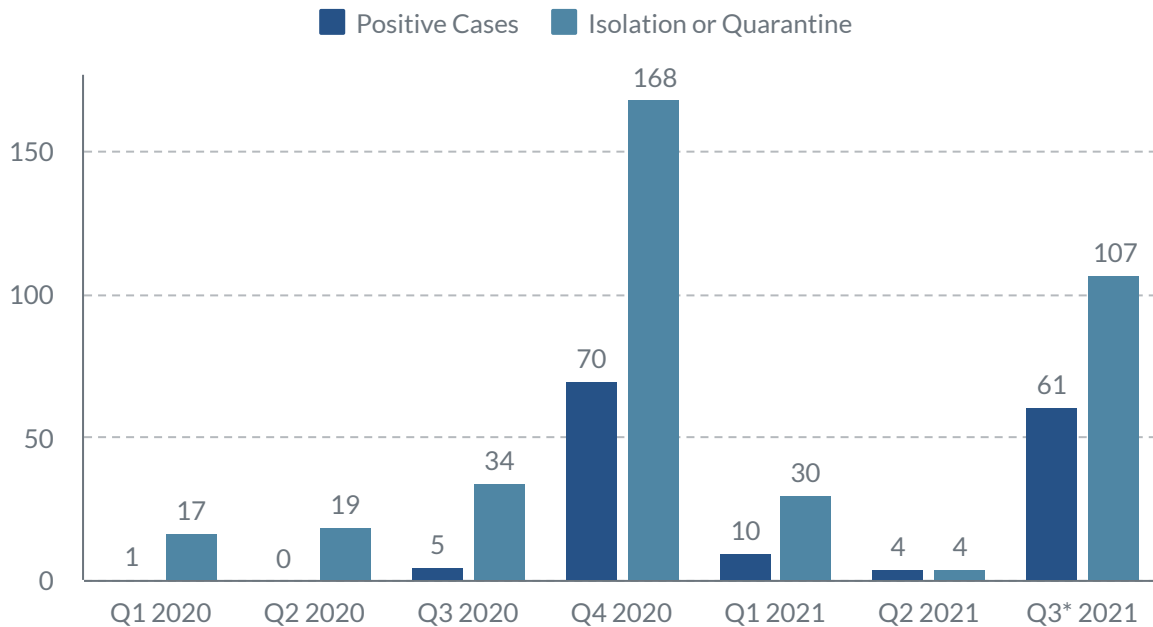
Adequate sleep

Stay home if symptomatic



Individuals who participate will be kept confidential. HR, RM, and Payroll will have access to information to determine eligibility and process payments. General information (without names or personal identifiers) may be compiled for statistical data.

City of Casper COVID-19 Statistics

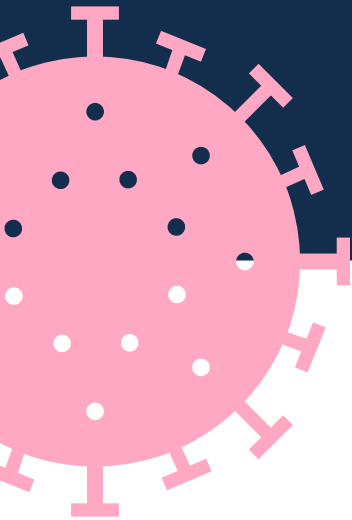


*Data as of 9.22.2021

28 City employees have filed Worker's Compensation claims due to COVID-19.

These claims have been paid (or reserved) at \$281,720, which is largely due to hospitalizations.

These costs will impact the City's Workers' Compensation premiums for three years, starting in July 2022 (FY23).



Our organization has seen a drastic increase of illness and exposures at work since **July 2021**.

There have been over **60** employees that tested positive for COVID-19 since, which has had a major impact on our operations.

Work groups that have been significantly impacted include:

- Police
- Fire-EMS
- Water Treatment Plant
- Solid Waste
- Water Distribution
- Streets
- Traffic
- PSCC

**THE SOONER WE CAN DETER
ILLNESS, THE BETTER.
#BETTERTOGETHER**

VOTE

ON NOVEMBER 2, 2021



LEARN MORE AT NATRONACOUNTYSPT.COM

SPECIFIC PURPOSE

TAX FACTS

A SPECIFIC PURPOSE TAX FOR NATRONA COUNTY INFRASTRUCTURE

WHAT IS A SPECIFIC PURPOSE TAX? A 1% SALES TAX FOR THREE MONTHS.

A specific purpose tax is a temporary sales tax that is implemented in a county for a limited time. "Specific Purpose" means the funds raised must be set aside for specifically defined projects that will occur within the county.

IMPORTANT.
SPECIFIC.
TEMPORARY.

Expected Cost Per
Household:
Less than \$100

THE SPECIFIC
PURPOSE TAX
WILL FUND

A TOTAL OF \$4.3 MILLION

TAX FACTS



\$2.3
MILLION

FINISH MIDWEST AVENUE IN
DOWNTOWN CASPER



\$2
MILLION

REPLACE THE SALT CREEK WATERLINE
FOR EDGERTON AND MIDWEST

THE SPECIFIC PURPOSE TAX WILL LAST

3
MONTHS

STARTS

01
APRIL 2022

ENDS

30
JUNE 2022

NEW
LAW

BRING YOUR DRIVER'S
LICENSE OR EQUIVALENT
ID WHEN YOU VOTE.

