

INFORMATION PACKET

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Friday, October 29, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

November 3, 2020 Councilmembers Absent:

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| Pre-meeting - Naming of Park on Venture Way | | | | | |
| Pre-meeting - Mike Lansing Stadium Proposals | | | | | |
| Approval of October 27 Special Session Minutes | | | | | |
| Approval of October 27 Executive Session Minutes | | | | | |
| Bright Spot - Introduction of Youth Council Members | | | | | |
| Establish November 17, 2020 as Public Hearing Date for a Zone Change of Lots 3 and 4, Hembree Addition No. 2, from Zoning Classification R-2 (One Unit Residential) to C-2 (General Business), located east of Robertson Road, and Directly north of 2671 South Robertson Road. | C | | | | |
| Establish November 17, 2020 as Public Hearing Date to Vacate and Replat Mesa Del Sol III Addition, to Create Mesa Del Sol IV Addition, Generally Located at the Intersection of Jordan and Central Drive. | C | | | | |
| Establish November 17, 2020 as Public Hearing Date to Plat a Portion of SE1/4NW1/4, Section 3, T33N, R79W, 6th P.M., Natrona County, Wyoming, to Create the Kinco Addition No. 2, Located at 813 North Elma Street, and Comprising 0.77-acres, more or less. | C | | | | |
| Establish November 17, 2020 as Public Hearing Date Amending Ordinance No. 11-11 an Ordinance Granting to SourceGas Distribution, LLC, a Franchise Agreement. | C | | | | |
| Public Hearing Massage Ordinance - 1st Reading | | N | | | |
| Transfer of Ownership for Retail Liquor License No. 32 Roaring 22, LLC d/b/a The Gaslight Social, Located at 314 West Midwest Avenue. | | N | | | |
| Amending Ordinance No. 18-17, a Franchise Granting an Electric Utility Easement to PacifiCorp, an Oregon Corporation, doing Business as Rocky Mountain Power. 3rd reading | | | N | | |
| Revisions to Chapter 13.32.030 of the Casper Municipal Code Related to Local Limits for the Industrial Pretreatment Program. 2nd reading | | | N | | |
| Authorizing a Real Estate Purchase Agreement, in the Amount of \$22,000, for the Purchase of Real Property from Graham Brown Company, LLC. | | | | C | |
| Authorizing an Agreement with Accent Packaging, Inc., in the Amount of \$243,600 for the 2020 Solid Waste Baler Bag Procurement Project. | | | | C | |
| Authorizing the Purchase of One (1) New Truck Mounted Self-Contained Asphalt Repair/Patch Machine from CMI Teco, Casper, Wyoming, in the Total Amount of \$222,255, Before trade, for Use by the Streets Division of the Public Services Department. | | | | | C |
| Authorizing Submission of a Wyoming State Historic Preservation Office FY 2021 Certified Local Government Grant. | | | | | C |
| Executive Session - Personnel | | | | | |

November 10, 2020 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 |
| Nominations for Council Leadership | Direction Requested | 10 min | 4:35 |
| Grant Application (Jolene Martinez) | Move Forward for Approval | 20 min | 4:45 |
| WAM Resolutions | Move Forward for Approval | 30 min | 5:05 |
| Project and Contract Discussion | Direction Requested | 30 min | 5:35 |
| Sale of Tobacco - City Code Consistent with State Statute | Direction Requested | 20 min | 6:05 |
| Agenda Review | | 20 min | 6:25 |
| Legislative Review | | 20 min | 6:45 |
| Council Around the Table | | 10 min | 7:05 |
| Approximate Ending Time: | | | 7:15 |

November 17, 2020 Councilmembers Absent:

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| Pre-meeting Community Relations Spec Update | | | | | |
| Pre-meeting Casper 1 | | | | | |
| Approval of November 3 Executive Session Minutes | | | | | |
| EPH-Sale of Tobacco - making City Code consistent with State Statute | | | | | |
| Public Hearing - Zone Change of Lots 3 and 4, Hembree Addition No. 2, from Zoning Classification R-2 (One Unit Residential) to C-2 (General Business), located east of Robertson Road, and Directly north of 2671 South Robertson Road. | | N | | | |
| Public Hearing - Vacate and Replat Mesa Del Sol III Addition, to Create Mesa Del Sol IV Addition, Generally Located at the Intersection of Jordan and Central Drive. | | N | | | |
| Public Hearing - Plat a Portion of SE1/4NW1/4, Section 3, T33N, R79W, 6th P.M., Natrona County, Wyoming, to Create the Kinco Addition No. 2, Located at 813 North Elma Street, and Comprising 0.77-acres, more or less. | | N | | | |
| Public Hearing - Amending Ordinance No. 11-11 an Ordinance Granting to SourceGas Distribution, LLC, a Franchise Agreement. | | N | | | |
| Revisions to Chapter 13.32.030 of the Casper Municipal Code Related to Local Limits for the Industrial Pretreatment Program. 3rd reading | | | N | | |
| Public Hearing Massage Ordinance 2nd reading | | | N | | |
| Authorizing the Acceptance of the Edward Byrne Bureau of Justice Assistance Grant. | | | | C | |

Future Agenda Items

| Item | Date | Estimated Time | Notes |
|---|------|----------------|------------------------|
| Strategic Plan | | | 2021 |
| Roof Inspections | | | |
| Parking on the Parkways | | 30 min | |
| David Street Station 501(c)(3) | | 30 min | |
| Meadowlark Park | | | Spring 2021 |
| Formation of Additional Advisory Committees | | | |
| TOPOL Addition Release of Zoning Restrictions (tentative) | | | Liz will get more info |
| Consideration for responsible bidder status | | | |
| Follow-up: Mike Lansing Field Proposals | | | |
| Follow-up: Government Access Cable Channel | | | |

Staff Items

| | | | |
|--|--|--|------------------------|
| Limo Amendment | | | |
| Sign Code Revision | | | |
| Land and Water Conservation Fund Grant | | | |
| Blood Borne Pathogens | | | |
| Nolan Status Update | | | Dec 8 |
| Downtown Speed Limits | | | Dec 8 |
| Straw Poll for Council Leadership | | | Pre-meeting Dec 1 |
| Building Permit Requirements | | | Dec 8 Information Only |
| Prostitution Ordinance Updates | | | Dec 8 |

Future Council Meeting Items







| | | | |
|--|--|--|--------------|
| RPT Grant | | | |
| Council Leadership Election | | | Jan. 5, 2021 |
| Census Bright Spot | | | 1-Dec |
| Pre-meeting Extra Christmas or New Years holiday | | | 1-Dec |

Retreat Items

| |
|---|
| Economic Development and City Building Strategy |
|---|

Tabled Council Meeting Items

| |
|--|
| Public Hearing: Massage Therapy License and Permit Ordinance |
|--|

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

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

CIVIL SERVICE COMMISSION MEETING

WEDNESDAY, NOVEMBER 4, 2020

1:00 P.M.

CITY HALL – COUNCIL MEETING ROOM

| |
|--|
| <p>To join by phone 1-307-314-2685 Access code: 959 706 792#</p> |
|--|

AGENDA

1. Approval of October 7, 2020 Meeting Minutes
2. Certify Police Officer List
3. Other Business
4. Set Next Meeting Date
December 2nd
January 6th
5. Adjourn

From: Kim Coleman <kcoleman@casperwyoming.org>
Sent: Monday, October 26, 2020 9:28 AM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Subject: Put Your \$ Where Your Heart Is this holiday season!
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here at the Chamber, we believe fully in shopping local and supporting a strong local economy. On behalf of the Board of Directors and the Casper Area Chamber of Commerce Staff, we wanted to send you a special invitation to take part in the Annual *“Put Your \$ Where Your ♥ Is”* Campaign.

We are currently seeking businesses to partner with on this initiative to encourage people to shop local this Holiday Season. This is a limited time complimentary shop local campaign designed to help Chamber Members increase holiday sales and awareness through multi-media promotion of your business and community. Special offers by Chamber Members will be compiled in a coupon format that will be available at participating member locations, hotels, and on-line.

The Chamber will be promoting this campaign through a variety of media outlets all of which will be designed to direct people to your location for the Holiday season! Concerning your promotion, we encourage your business to offer something unique and enticing to encourage shoppers to get out, spend money, and support our community.

INTERESTED IN THIS EXCITING FREE PROMOTIONAL CAMPAIGN THROUGH THE CASPER AREA CHAMBER OF COMMERCE?!

FILL OUT THE APPLICATION ATTACHED AND RETURN TO KIM COLEMAN AT [KCOLEMAN@CASPERWYOMING.ORG](mailto:kcoleman@casperwyoming.org)

From: Food Bank of the Rockies <info@foodbankrockies.org>

Sent: Thursday, October 29, 2020 8:02 AM

To: Renee Jordan-Smith <rjordansmith@casperwy.gov>

Subject: Everyone Deserves a Joyful Thanksgiving

Fill empty plates during the holidays. [Give now.](#)



[Give Now](#)



Your gift will help local families this holiday season.

Dear Friend,

As Thanksgiving approaches, many of us look forward to everything the holiday brings. **But neighbors like Clarissa aren't looking forward to a joyful holiday; they're wondering where their next meal will come from.**

This worried mother is getting back on her feet after months of job insecurity due to COVID. Her next paycheck will be just enough to pay this month's rent, but she doesn't know what she'll do about the mounting pile of bills — or food for her two-year-old daughter.

You can help. [Right now, every \\$1 you give helps provide the equivalent of 4 nourishing meals.](#) For Clarissa, her daughter, and so many families in need, your support will make a positive impact at a critical time.

Your Gift Will Make a Difference

[Give Now](#)

As local families struggle with record job market changes, moms like Clarissa are bracing for a holiday filled with added stress from tighter budgets.

"I never wanted to have to ask for help," Clarissa told us. "I take a lot of pride in earning a living. But I don't know what else to do. I need to feed my daughter."

Can you lend a hand to families in need of a little relief? [For less than the price of a typical lunch, you can help provide food for the equivalent of 4 nourishing meals so families can enjoy the holidays.](#)

This Thanksgiving, you can be the reason a family gives thanks.

Gratefully,



Erin Pulling
President & CEO



[Give Now](#)

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10700 E. 45th Ave, Denver, CO 80239 | 303-371-9250

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From: Platte River Trails Trust <platteriver@wyoming.com>
Sent: Monday, October 26, 2020 4:01 PM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Subject: Developing Bicycle Route Networks for Active Wyoming Communities



October 26, 2020

Final Active Transportation Webinar
Building Bicycle Routes in Wyoming Communities
For Health and our Economy



How Can Wyoming Grow It's Cycling Routes?

WHAT: Active Transportation Webinar #4 "Developing Bicycle Route Networks for Active Wyoming Communities"

WHEN: Thursday, October 29, 2020. 12:00 p.m. - 1:00 p.m.

WHO: Presented by Joel Shaffer, EIT, Engineer, Toole Design

WHY: How can Wyoming communities establish bicycling routes to help recreational bicyclists explore the Wyoming landscape and support our tourism industry.

HOW: [Register Here](https://www.wyopath.org/wyoming-atws/)

Working For You!



The work of the Platte River Trails Trust is spearheaded by a group of hard working community members, your friends and neighbors, who dedicate time, expertise, and resources to achieve our mission. Do you know a Platte River Trails Board member? Check out who's working on community trails for you [on our website](#) and look for feature posts about our Board members, and why they dedicate their time to trails, on social media beginning in late November.

New Trail Video Features Some Great Places



Like pearls on a strand, the Platte River Trail links parks, historic sites and community gathering places. We're excited to share our new video that features some spectacular footage of the great places along our River Trail. [Check it out!](#)

Platte River Trails Trust] | 307-577-1206 | platteriver@wyoming.com | [\[platterivertrails.com\]](http://platterivertrails.com)

Connect with us



From: Wyoming Department of Workforce Services <Wy.dws@public.govdelivery.com>
Sent: Wednesday, October 28, 2020 4:29 PM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Subject: Oct. 28 COVID-19 updates for elected officials from the Wyoming Department of Workforce Services

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Wednesday, Oct. 28, 2020

Dear Wyoming Elected Officials,

The Department of Workforce Services (DWS) is partnering with the Office of Apprenticeships to present a Virtual Apprenticeship Fair from 4:30-7 p.m. Tuesday, Nov. 10.

We have a great panel who will explain how being an apprentice can improve a person's marketable skills, or how hiring and training apprentices can benefit businesses. The panel also will explain the funding available to offset the training and education costs.

[Here is the link](#) to the Virtual Apprenticeship Fair. Please feel free to join us on Nov. 10.

Keep an eye out for more information about apprenticeships as we approach National Apprenticeship Week, or visit the [website](#) for more information.

Veterans Small Business Week

Nov. 2-6 is National Veterans Small Business Week, and DWS is taking part by sharing resources to help our veterans succeed in their businesses. Those resources will be shared on the DWS Facebook page.

In the News

Cheyenne noted as one of top 15 cities for unemployment rate improvement

10/28/20 -- WalletHub recently produced a story outlining the U.S. cities that have shown the most improvement in terms of unemployment rates as the pandemic continues. Cheyenne is No. 13 on the list, and Casper is No. 88.
[See the release here >>](#)

DWS joins broad effort to observe National Disability Employment Awareness Month

10/6/2020 -- The Wyoming Department of Workforce Services (DWS) today announced its participation in National Disability Employment Awareness Month, an annual awareness campaign that takes place each October. The purpose of National Disability Employment Awareness Month is to

We'll be sharing:

- Transitioning from Service to Startup video
- Entrepreneurial Training Twitter chat
- Arming vets to win in the federal market webinar
- Leveraging your network and resources webinar
- Financial strategies for women veteran entrepreneurs

Be sure to visit our Facebook page each day next week to see it all.

We're making progress

DWS continues to work hard to get the people of Wyoming who have lost their jobs due to COVID-19 back to work. Our unemployment rate has continued to decline since it hit its peak in April, but we know there are still a great many Wyoming workers who are having trouble finding work.

For the week ending Oct. 10, 2020, we saw 1,080 initial claims for Unemployment Insurance (UI) and 8,456 continued claims. Though UI claims are down from their highest point during the pandemic, they are still higher than last year. For the same week in 2019, we received 467 initial claims and had 1,668 continued claims.

We continue to offer assistance to everyone seeking employment, as well as to businesses looking for workers. Our 20 Workforce Centers throughout the state are open, and we stand ready to help Wyoming's workers find work.

We will get through this together.

Robin Sessions Cooley
Director
Wyoming Department of
Workforce Services

educate about disability employment issues and celebrate the many and varied contributions of America's workers with disabilities. This year's theme is "Increasing Access and Opportunity."

[See the release here >>](#)

Your local job and career center

9/23/2020 -- September is National Workforce Development Month, and on Sept. 14, 2020, Wyoming's own Senator Mike Enzi co-introduced the bipartisan resolution introducing this important designation..

[See the release here >>](#)

Resources

[DWS Menu of Services](#)

[Frequently Asked Questions](#)

[Virtual Town Hall Series](#)

[COVID-19-related Workforce Information](#)

[UI Dashboard](#)

[Wyoming Department of Health COVID-19 Information](#)

[Contact your local Workforce Center](#)

[Department of Labor resources](#)

[DWS COVID-19 News Archive](#)

[Visit the DWS COVID-19 Resources Page at WyomingWorkforce.org/COVID19-Resources](#)

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This email was sent to rijordansmith@casperwy.gov using GovDelivery Communications Cloud on behalf of: Wyoming Department of Workforce Services · Herschler Bulding · 122 West 25th Street, 2nd Floor East · Cheyenne, WY 82002 · (307) 777-8650

