

INFORMATION PACKET

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Friday, December 4, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

December 8, 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
Nolan Status Update	Information Only	20 min	4:35
Downtown Development Authority Update	Information Only	20 min	4:55
Downtown Speed Limits	Direction Requested	20 min	5:15
Building Permit Requirements	Information Only	20 min	5:35
Prostitution Ordinance Updates	Direction Requested	30 min	5:55
Massage Therapy Ordinance	Move Forward for Approval	30 min	6:25
Creation of CARES ACT Fund	Move Forward for Approval	10 min	6:55
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

December 15, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-pre meeting: Robert's Rules Orientation (start 25 minutes before Pre-meeting)					
Pre-meeting: Fiscal Year 2022 Budget Calendar					
Approval of Dec. 1 Executive Session Minutes					
Massage Therapy License and Permit Ordinance - 3rd Reading			N		
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. 3rd reading			N		
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. 3rd reading			N		
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. 3rd reading			N		
Amending Ordinance No. 11-11 an Ordinance Granting to SourceGas Distribution, LLC, a Franchise Agreement. 3rd reading			N		
Changing the Name of Conwell Park to Healing Park on Conwell.				C	
Authorizing a Revocable License Agreement for Installation of Protective Bollards with Natrona County.				C	
Authorizing Amendment No. 1 to the Contract for Professional Services with Geosyntec Consultants, Inc., in the Amount of \$52,010 for the Casper Regional Landfill Lifetime Permit Annual Reporting and Monitoring Project.				C	
Establishing Annexation Policy for providing City Services to Outside Property.				C	

The Grid

A working draft of Council Meeting Agendas

December 15, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing the Mayor to sign the FY20 Casper Historic Preservation Commission Annual Report.				C	
Authorizing a Ratification Agreement between Wold Bros., Inc. and the City of Casper for a Long-Term Lease in the City Parking Garage.				C	
Authorize the reappointment of Mark Pepper to the Economic Development Joint Powers Board (EDJPB).					C
Authorize the reappointment of Charles Moore to the Hall of Justice/Detention Center Joint Powers Board.					C
Authorize the reappointment of Robert Chynoweth and Reed Merschatt to the Amoco Reuse Agreement Joint Powers Board (ARAJPB) and appoint 2 new board members.					C
Appoint Ronald Shosh, Jr. AIA, as the Architect to the Old Yellowstone District Architectural Design Review Committee.					C
Appointment of Property Owners to the Old Yellowstone District Advisory Committee.					C
Appointment of Vickery Hall, Michael McIntosh, and Ken Bates to the Casper Planning and Zoning Commission.					C

January 5, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-pre meeting: Robert's Rules Orientation (start 25 minutes before Pre-meeting)					
Swearing in of new Councilmembers					
Council Leadership Election					
Designating the Casper Journal and the Casper Star-Tribune as the City's Official Newspaper for the Calendar Year 2021.					C
Designating the Official Depositories of City of Casper Funds for Calendar Year 2021.					C

January 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
			4:35
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
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

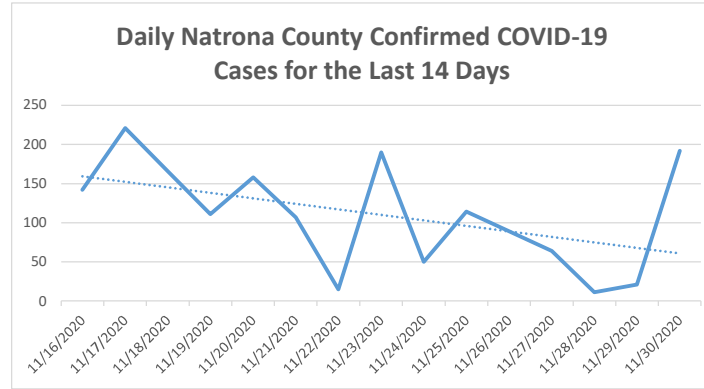
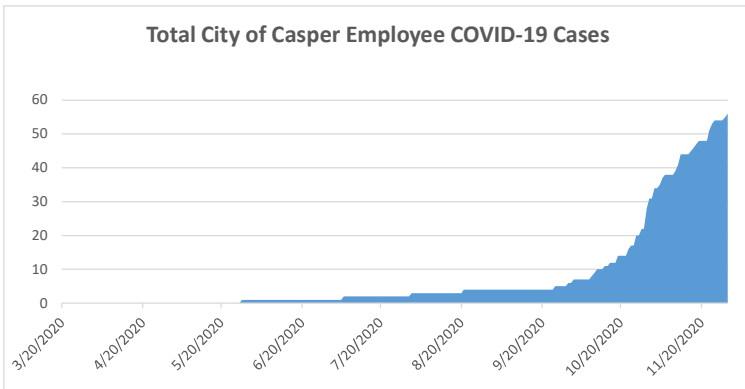
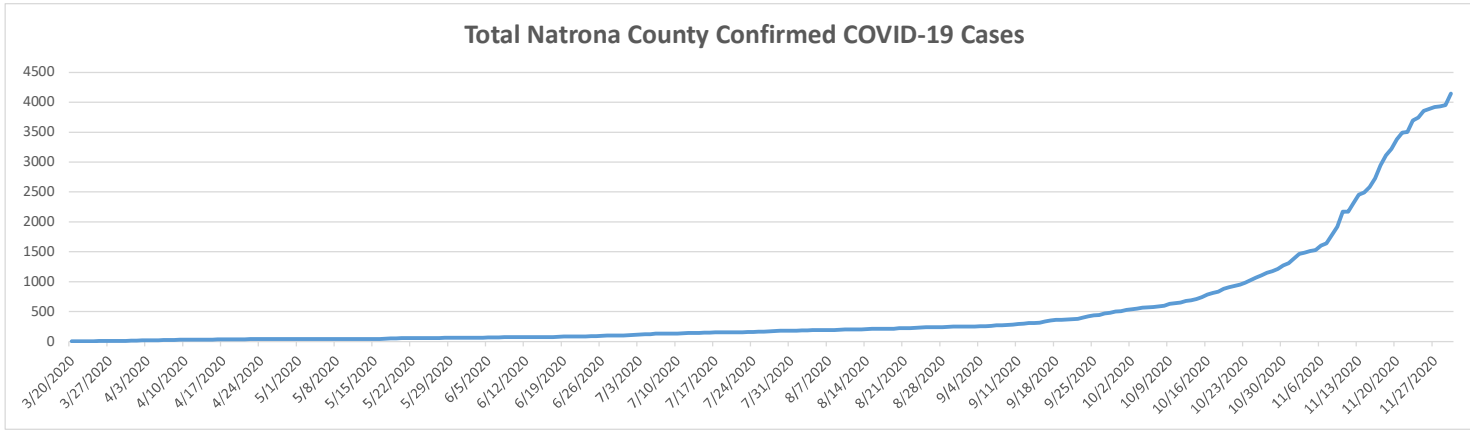
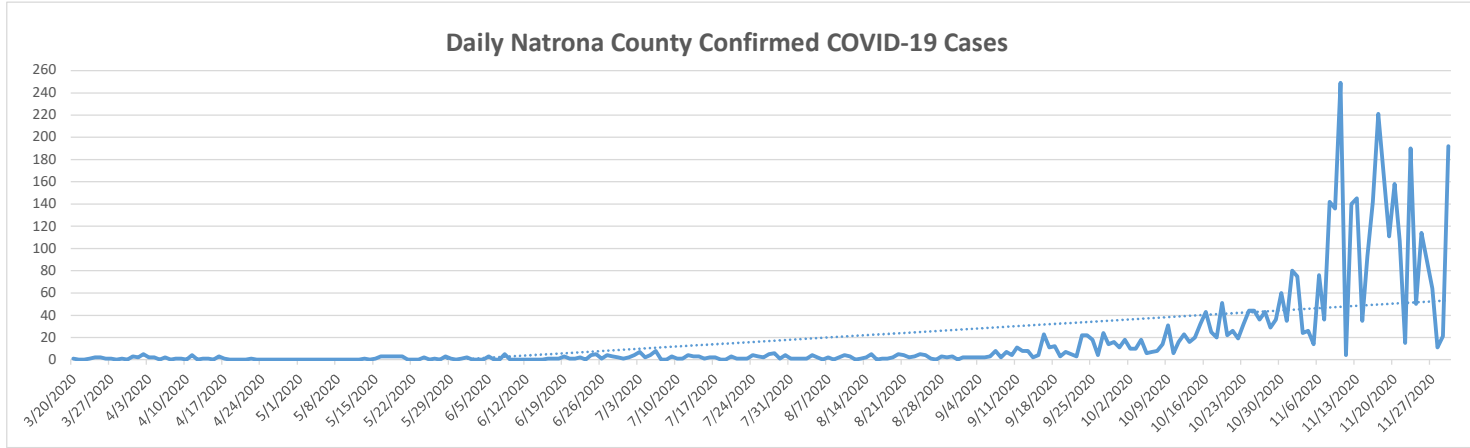
Limo Amendment			
Sign Code Revision			
Blood Borne Pathogens			
Casper 311 Demo			January 12, 2021
Utility Rate Model Review			January 26, 2021
Council Goals Status Update			January 26, 2021
Capital Budget Review			March 9, 2021
Community Promotion Funding			March 9, 2021
Community Promotion Funding			March 23, 2021
Budget Review			May 17 & 19, 2021

Future Regular Council Meeting Items

Public Hearing Date: Liquor License Renewals for Licensing Period April 1, 2021 through March 31, 2022.			Feb. 16, 2021
Tentative Budget to Council (to be published in minutes)			May 11, 2021
Summary of Proposed Budget Submitted to Council (published in minutes)			June 1, 2021
Establish Public Hearing for City Budget for 6/15/21			June 1, 2021
Public Hearing: FY22 Budget Adoption/Action on Resolution/Publication			June 15, 2021

Retreat Items

Economic Development and City Building Strategy



COVID Greeter Trends for October and November 2020

Average visitors per day in October: 68

Busiest weekday for customers in October: Monday (avg. 82 visitors)

Busiest single date in October: Tuesday, 10/13 – 114 visitors

Slowest single date in October: Friday 10/30/20 – 32 visitors

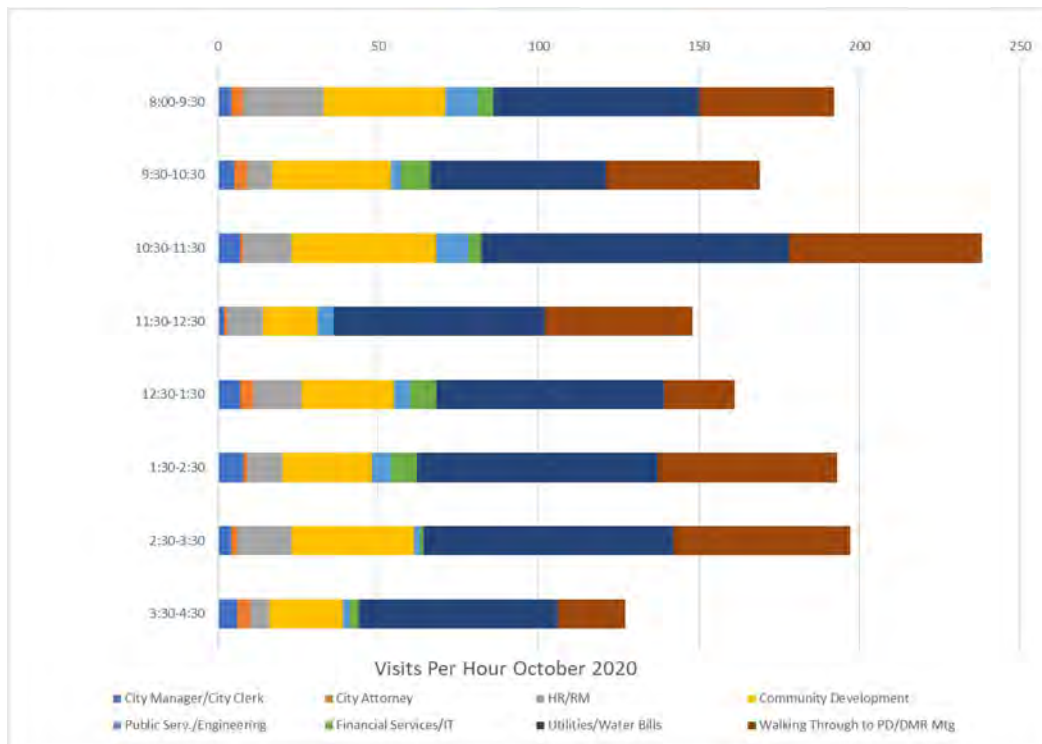
Visitors by Area in October:

10/1/20-10/30/20	Total Visits	Avg Daily	Own Mask	City Mask	Refused Mask
City Manager/City Clerk	43	2.0	35	4	2
City Attorney	21	1.0	16	4	0
HR/RM/BAS	108	5.1	85	13	3
Community Development	255	12.1	188	39	24
Public Serv./Engineering	43	2.0	37	6	0
Financial Services/IT	38	1.8	29	3	5
Utilities/Water Bills	567	27.0	413	95	44
Walking Through to PD/DMR Mtgs	350	16.7	290	10	42
Totals	1425	67.9	1093	174	120

*No mask use data for October 30

October mask refusal: 8.5%

Busiest monitored hour of the day in October: 10:30-11:30 a.m.



Average visitors per day in November: 61

Busiest weekday for customers in November: Monday (avg. 76.8 visitors)

Busiest single date in November: Monday, 11/30 – 110 visitors

Slowest single date in November: Thursday, 11/5 – 39 visitors

Visitors by Area in November:

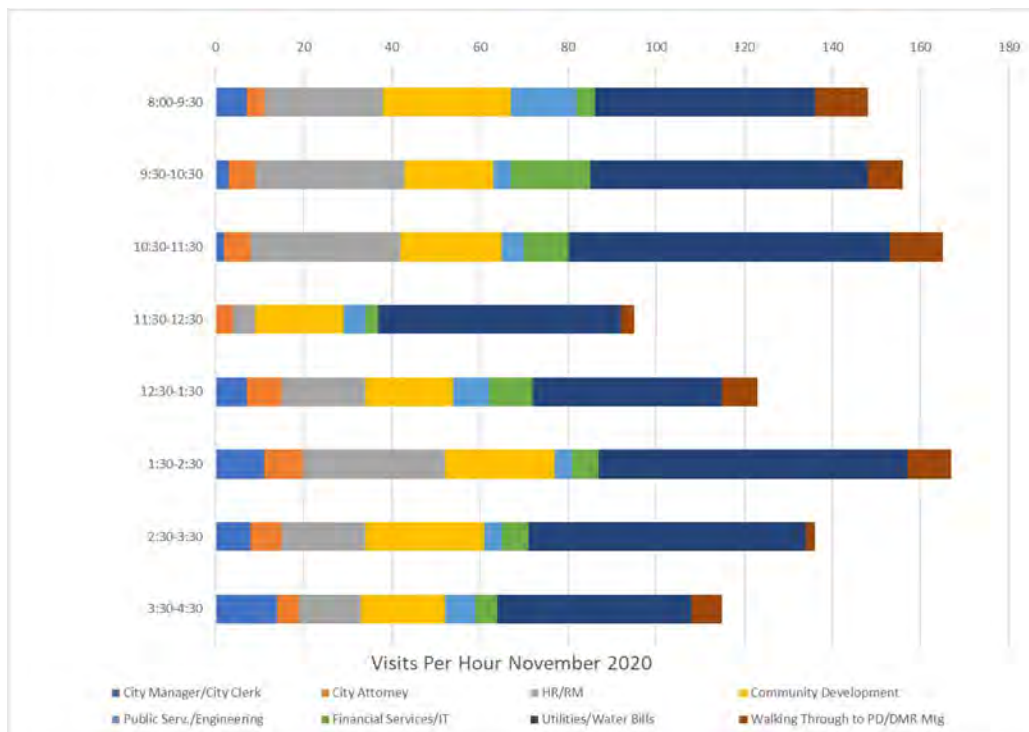
11/1/20-11/30/20	Total Visits	Avg Daily	Own Mask	City Mask	Refused Mask
City Manager/City Clerk	49	2.7	45	2	0
City Attorney	49	2.7	41	3	0
HR/RM/BAS	184	10.2	162	7	6
Community Development	183	10.2	142	19	11
Public Serv./Engineering	52	2.9	51	0	1
Financial Services/IT	62	3.4	62	0	0
Utilities/Water Bills	461	25.6	381	45	19
Walking Through to PD/DMR Mtgs	62	3.4	54	2	0
Totals	1102	61.2	938	78	37

*No mask use data reported for November 6

November mask refusal: 3.4%

*Mask use was aggressively promoted throughout November and a mask mandate went in effect on November 18. Masks are provided to customers who do not have their own. Clear face shields are provided to those who have a medical condition that keeps them from safely wearing cloth face covering.

Busiest monitored hour of the day in November: 1:30-12:30 p.m.

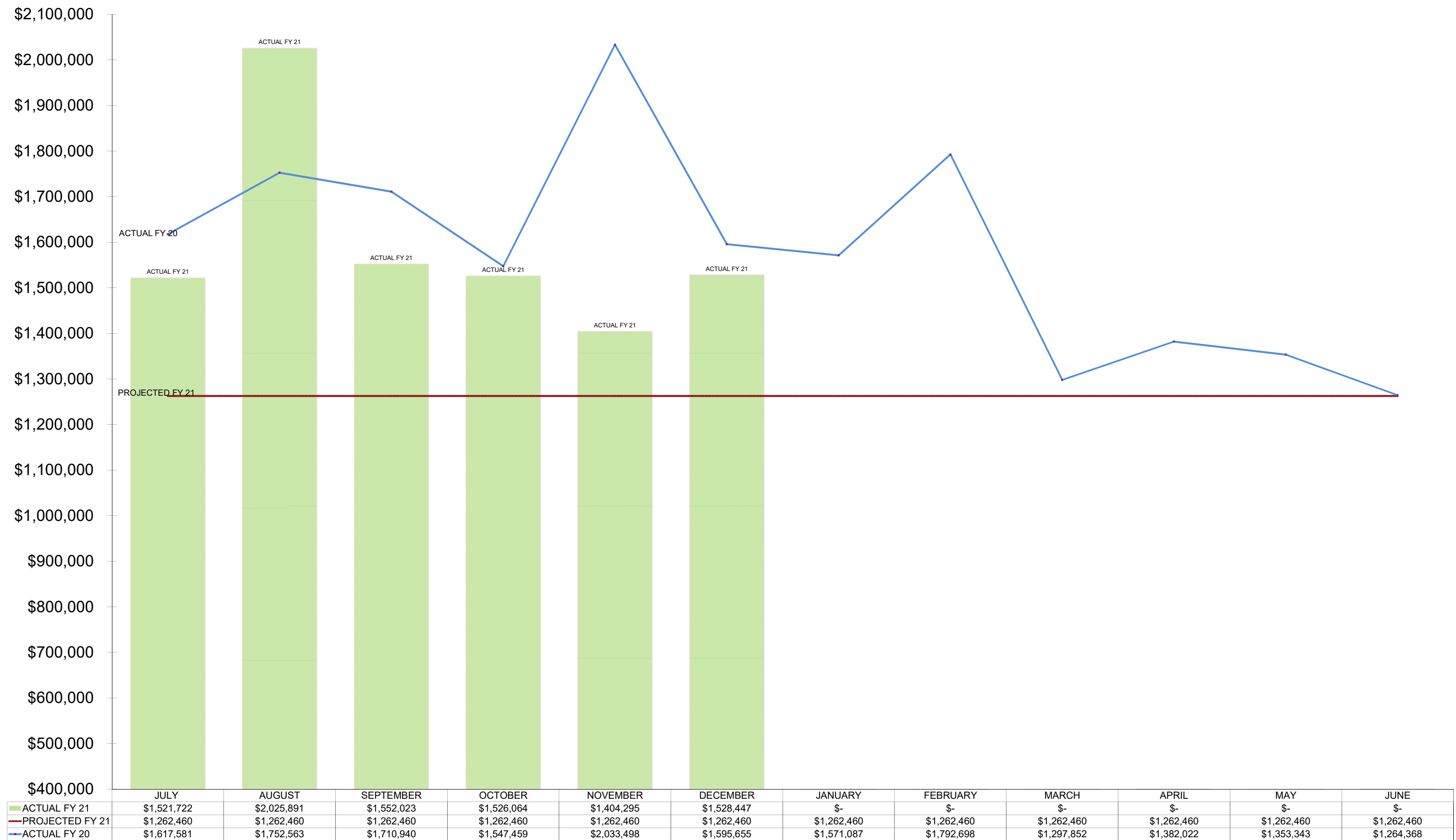


City of Casper
Optional 1% and State Shared Sales Tax Receipts
50% of Fiscal Year 2021 has Lapsed

Below is the optional Sales tax report for FY21 we are currently at 50% of the budget year.
 General Fund is up 26.19% from projected year to date which is at 63.09% of budget.
 1%16 is up 28.75% from projected year to date which is at 64.38% of budget.

		State Shared Sales Tax			
	Date	Amount	Amount	Actual-Budget	Percent of Annual
	Received	Received	Budgeted		Budget
FY 2020 General Fund	7/6/2020	\$ 1,521,722	\$ 1,262,460	\$ 259,263	10.04%
	8/10/2020	2,025,891	1,262,460	763,431	23.42%
	9/9/2020	1,552,023	1,262,460	289,563	33.66%
	10/6/2020	1,526,064	1,262,460	263,604	43.74%
	11/5/2020	1,404,295	1,262,460	141,835	53.00%
	12/4/2020	1,528,447	1,262,460	265,987	63.09%
	Jan		1,262,460		
	Feb		1,262,460		
	Mar		1,262,460		
	Apr		1,262,460		
	May		1,262,460		
	Jun		1,262,460		
	Total FY 2021		\$ 9,558,443	\$ 15,149,519	\$ 1,983,684
		Optional 1% Tax			
FY 2020 1%16	7/6/2020	\$ 1,265,670	\$ 1,033,333	232,336	10.21%
	8/10/2020	1,677,982	1,033,333	644,649	23.74%
	9/9/2020	1,299,470	1,033,333	266,136	34.22%
	10/6/2020	1,282,918	1,033,333	249,585	44.56%
	11/5/2020	1,184,279	1,033,333	150,946	54.12%
	12/4/2020	1,272,486	1,033,333	239,152	64.38%
	Jan		1,033,333		
	Feb		1,033,333		
	Mar		1,033,333		
	Apr		1,033,333		
	May		1,033,333		
	Jun		1,033,333		
	Total FY 2021		\$ 7,982,804	\$ 12,400,000	\$ 1,782,804
Total		\$ 17,541,247	\$ 27,549,519	\$ 3,766,488	

Sales Tax FY 2021 Versus Projection and Prior Year



	ACTUAL FY 20	PROJECTED FY 21	ACTUAL FY 21
YTD TOTAL	\$ 10,257,695	\$ 7,574,760	\$ 9,558,443
YTD VARIANCE			\$ 1,983,683
			% Difference
CHANGE FROM FY21 PROJECTED TO FY21 ACTUAL-SAME MONTH			21.07%
CHANGE FROM FY21 PROJECTED TO FY21 ACTUAL-YEAR TO DATE			26.19%
CHANGE FROM FY20 ACTUAL TO FY21 ACTUAL-SAME MONTH			-4.21%
CHANGE FROM FY20 ACTUAL TO FY21 ACTUAL-YEAR TO DATE			-6.82%
			In Dollars
CHANGE FROM FY21 PROJECTED TO FY21 ACTUAL-SAME MONTH			\$265,987
CHANGE FROM FY21 PROJECTED TO FY21 ACTUAL-YEAR TO DATE			\$1,983,683
CHANGE FROM FY20 ACTUAL TO FY21 ACTUAL-SAME MONTH			-\$67,208
CHANGE FROM FY20 ACTUAL TO FY21 ACTUAL-YEAR TO DATE			-\$699,253

December 4, 2020

MEMO TO: J. Carter Napier, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Additional Information on the Liberty Square Housing Project

At the Council meeting this week, questions arose about the Liberty Square workforce/affordable housing development planned for the former Beverly Street ballfields property. I want to provide some additional information on this exciting project.

First, a traffic study will be completed when the site plan is submitted. The new owners and developer are also planning to meet with their neighboring facilities, the Child Development Center (to the west), and Casper Classical Academy (to the north), about shared points of egress for all of their facilities. They all have limited ingress and egress to the same street.

Second, the proposed timeline for this project, which is currently under review with the Wyoming Community Development Authority for tax credit awards, is:

- The WCDA award should happen by the end of January 2021.
- WCDA requires the project be closed within 9 months of getting the award letter. The due diligence period will go from February-September. There will be a geotechnical investigation and architectural design during this period as well.
- Estimated closing to be 9/15/21 with construction to start a few days later.
- The project is valued at \$9M

Please let me know if Council has additional questions.

Youth Council Agenda

Sunday, 11.01.2020

Officers

Kenzie Martini, *Chair*
Bryce, *Vice Chair*
Brooklyn, *Secretary*
Jimmy, *Treasurer*

Agenda

1. 4:30

- a. Call Meeting to Order
- b. Roll Call

2. 4:30-5:00

- a. Welcome Mayor Freel
 - i. His position, title, and years of service
 - ii. Key areas of responsibility (what a day is like as mayor)
 - iii. How City Council contributes city/state operations
 - iv. Things Mayor Freel enjoys most about his position, and challenges with this position
 - v. His personal leadership (impact/influence) philosophy
 - vi. Questions from CYC

3. 5:00-5:30

- a. New Business:
 - i. Website/social media/video updates
 - ii. Update: City Council Work Session (10/13) - Brooklyn
 - iii. Update: City Council regular meeting (10/20) - Kenzie
 - iv. Student Mask Survey - Kenzie

2

-
- v. Voter Registration Idea - Kenzie, Bryce
 - vi. Good of the Order - Elissa, Bryce

4. 5:30

- a. Adjourn

Reminder: All need to attend November 3rd City Council Meeting for introductions (6:00)

CASPER YOUTH COUNCIL MINUTES
Casper Chamber of Commerce
October 4, 2020

1. ROLL CALL

Casper Youth Council met in regular session at 4:30 p.m., Sunday, October 4, 2020.

In Attendance: Ari Burbach, Bryce Hebert, Kenzie Martini, Brooklyn Wistisen, Jimmy Ruble, Taylor Duty, and Haley Ruckle. Council Advisor: Elissa Ruckle. Guest: Michael Howe.

2. ELECTION OF OFFICERS

Advisor Ruckle presented the roles and responsibilities of elected CYC officials. Those interested in a position, spoke as to why they wanted to serve in that role and what skills/abilities/leadership they would bring to the role. After each presentation, those in attendance voted. The following were elected to serve CYC:

- Chair, Kenzie Martini
- Vice Chair, Bryce Hebert
- Secretary, Brooklyn Wistisen
- Treasurer, Jimmy Ruble

3. PARLIAMENTARY PROCEEDINGS

Michael Howe will serve the Council as a Parliamentary Advisor. Mr. Howe presented a brief history of Robert's Rules of Order. He taught us the key elements of Robert's Rules, demonstrated how the process tends to work, and asked for discussion. Mr. Howe then presented the elected officials with black, leather padfolios.

4. ADJOURNMENT

At 5:30 p.m. it was moved to adjourn the regular Council meeting. Motion passed.

Next Meeting: Sunday, November 1, 2020

Guest Presenter: Mayor Steve Freel

CASPER YOUTH COUNCIL MINUTES

Casper Chamber of Commerce

November 1, 2020

1. ROLL CALL

Casper Youth Council met in regular session at 4:30 p.m., Sunday, November 1, 2020. Present:

Officers Kenzie Martini, Bryce Hebert, Brooklyn Wistisen, Jimmy Ruble. Council Member: Taylor Duty. Advisors: Elissa Ruckle, Michael Howe.

Guests Present:

Steve Freel

2. PRESENTATION FROM GUESTS PRESENT

Mayor Freel spoke about what his position looks like as mayor. Some things he mentioned were his key areas of responsibility, his years of service to Casper, how City Council contributes to city and state operations, what he enjoys most about being mayor, and how he can provide leadership to the people of Casper.

3. NEW BUSINESS

Chair Kenzie Martini introduced Youth Councils new website and mentioned how Youth Council will provide social media and video updates.

Vice Chair Bryce gave a short update on the City Councils Regular Scheduled Work Session on October, 13, 2020. He informed the Youth Council of the differences between the work sessions and the regular meetings. He said the work sessions are short and discussion heavy.

Chair Kenzie Martini gave the Youth Council an update on the City Councils Regular scheduled meeting October, 20, 2020. She said that they talked about the issues of sprinkler systems in the winter as well as the issues that the public has with wearing masks.

Chair Kenzie Martini also brought up our first project with the council which will be a Student Mask Survey that will be sent out to high school students in the Natrona County School District. This will give the City Council a better understanding on how the youth feel about this requirement.

Chair Kenzie and Vice Chair Bryce presented the idea of having a mock voter registration in the high schools in order to get youth familiar and ready for their civic duty of voting.

Vice Chair Bryce and Youth Council Advisor Elissa Ruckle told Youth Council about Good of the Order happenings in our community.

4. ADJOURNMENT

At 5:32 p.m. Chair Kenzie Martini moved, which was seconded by Vice Chair Bryce to Adjourn Youth Councils regular session meeting. Motion passed.

DATE: DECEMBER 2, 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.

Phone Conference:
1-307-314-2685
Access code: 553 451 875

AGENDA

1. Approval of November 4, 2020 Meeting Minutes
2. Notice of Intent – Chief Siplon, Casper Fire-EMS
3. Notice of Intent – Nicole Carlson, Human Resources
4. Quash Certified Police Sergeant List – Chief McPheeters, Casper Police Department
5. Establish Commission Chair for 2021
6. Set Next Meeting Date

After 45-days from Notice of Intent – 3rd week of January:

January 18th (Monday), 19th (Tuesday), or 21st (Thursday)

7. Adjourn

NOTICE OF INTENDED ACTION

Notice is hereby given that the Civil Service Commission of Casper, Wyoming is intending to amend its Rules and Regulations dated September 19, 2019 by adopting the amendments thereto as set forth and specified in Exhibit "A" attached hereto.

The amendments set forth on Exhibit "A" and Exhibit "B" will be considered by the Civil Service Commission for final adoption at its regular meeting to be held on **January 19, 2021 at 1:00** p.m. via conference call information below, at which time interested persons may present their views on the intended actions.

(307) 314-2685
Conference ID: 904 556 362#

The terms and substance of the proposed amendments, as well as the citation to the rules being amended are as stated in Exhibit "A" attached hereto.

Additional copies of this Notice of Intended Action and Exhibit "A" and Exhibit "B" may be obtained from the Human Resources Department, Casper City Hall, 200 N. David, Casper, Wyoming 82601 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday, excepting for legal holidays.

Dated this ____ day of _____, 2020.

CIVIL SERVICE COMMISSION FOR
THE CITY OF CASPER, WYOMING:

By _____

Chairman

d. Minimum Average. A list of eligibility for promotion shall be kept by the Commission and the Human Resources Department, and shall be certified by the Commission for the City Manager.

- i. Fire-EMS Department. No person shall be allowed to continue in the promotional examination process or be placed upon the eligibility list whose percentage of proficiency in each test is less than 75%.
- ii. Police Department. No person who fails to attain an average of at least 75% aggregate score of proficiency on all competitive examination promotional criteria shall be deemed eligible for promotion or be placed upon the eligibility list.

e. Physical and/or Psychological Fitness. Physical and/or psychological fitness requirements as approved by the Commission may be made a part of the practical testing process for all promotional applicants. Those applicants who fail to meet these requirements shall become ineligible for promotion to the next highest rank.

Section 12. Certification of Scores. The Human Resources Department shall certify to the Commission the scores of all applicants on the examinations within the time prescribed by the Fire-EMS Department contract and within thirty (30) days for the Police Department.

Section 13. Selection of Applicant. The Police Chief or Fire Chief shall have the sole discretion to fill a promotional vacancy in their respective departments from the certified list of all eligible candidates, for which any such candidate's efficiency, character and past conduct may be taken into consideration for any such promotion. The Commission shall be notified of the name of the candidate promoted to any such position.

CHAPTER XIII - PRE-DEPRIVATION HEARING

Prior to suspension of 16 hours or more, demotion, or discharge, a Civil Service employee shall have the right to a pre-deprivation hearing with the Human Resources Director, or the Risk Manager, at the sole discretion of the Human Resources Director ("hearing officer"). The employee shall be notified of his or her right to this hearing in writing by the Chief of the Department or his or her designee at least five (5) business days before the hearing.

At this hearing, the employee shall be presented with the reasons for the disciplinary action and shall have an opportunity to present relevant information and rebuttal to the hearing officer. The employee shall have no right to have an attorney or any other representative present at this hearing.

Should the hearing officer find a reasonable basis for the proposed discipline, he or she shall so indicate in writing to the Chief of the Department and the employee and the discipline and its appeal process if applicable shall proceed pursuant to these rules.

Should the hearing officer find that there is no reasonable basis for the proposed discipline, he or she shall report such finding in writing to Chief of the Department and the employee and the discipline will not be implemented and the employee shall be returned to duty if they were on administrative leave pending the discipline.

CHAPTER XIVH – DISCHARGE AND REDUCTION FOR CAUSE

Section 1. Discharge and Reduction for Cause. Discharge from a department, or reduction in grade or compensation, or both, may be made by the Appointing Authority with the consent of the Commission, for any cause not political or religious, which will promote the efficiency of the service. Any discharge or reduction shall be effective upon consent of the Commission after a hearing.

Section 2. Request. The Appointing Authority shall make a request to the Commission for its consent to any discharge, reduction in grade or compensation, or suspension for more than 120 hours, specifying therein the grounds therefore, and requesting the Commission to set a hearing on the request. The Appointing Authority shall, at the same time, provide a copy of the request to the affected employee.

Section 3. Notice and Response.

a. Immediately after receipt of such request, the Commission or Hearing Examiner shall set a time and place for the hearing thereon, which shall be not less than ten (10) days nor more than twenty (20) days after receipt of such request. As soon as practicable, the Commission or Hearing Examiner shall notify the employee by notice served personally on him/her, or by mail, at his/her last known address, and the Appointing Authority of the time and place of the hearing. Such notice shall contain the following:

1. The time, place, and nature of the hearing;
2. The legal authority and jurisdiction under which the hearing is to be held;
3. The particular sections of the statutes and rules involved;

4. A short and plain statement of the matters asserted. If the Commission 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.

b. Any employee who is notified of a request that he or she be discharged or reduced in grade or compensation has the right to answer, in writing, the statement of the authority requesting discharge or reduction, and to file this with the Commission within five (5) business

CHAPTER VIII – EXAMINATION FOR ENTRY LEVEL AND LATERAL LEVEL (POLICE) APPLICANTS

Section 1. Examination Requirements. The Commission shall examine the qualifications and competency of all applicants for entry level and lateral level positions for the Fire-EMS and Police Departments.

The City of Casper Fire-EMS Department and Casper Police Department entry level and lateral level tests shall be approved by the Civil Service Commission and overseen by the City of Casper Human Resources Department.

The City of Casper Fire-EMS Department may participate in multi-jurisdictional written testing. Multi-jurisdictional written exams shall be administered by an outside testing facility that has a Professional Services Agreement with the City of Casper, which will specifically define the facility's roles and responsibilities in the testing process.

The City of Casper Police Department may participate in the multi-jurisdictional written testing process given through the Wyoming Law Enforcement Academy. All written and physical exams, regardless of the location at which they are administered, shall be proctored by a Casper Police Department representative designated by the Police Chief. All potential applicants will be advised to contact the Wyoming Law Enforcement Academy or Peace Officer's Standard and Training (P.O.S.T.) register to take their written test, which is given multiple times a year.

If the multi-jurisdictional testing process is used, the Casper Police Department will begin the testing process for entry level and lateral level applicants by obtaining the most current Wyoming Law Enforcement Academy or Peace Officer's Standard and Training (P.O.S.T.) register of those who passed the written test. The P.O.S.T. register used cannot be more than 12 months old. Applicants from this register will be eligible for the next phase of the testing process if their score is on or above a percentage score established annually by the Civil Service Commission. This percentage shall not be less than 75%.

Subject to Commission approval and its determination of the relative weight to be assigned to each, testing will consist of the following examinations: physical, written, and oral. All examinations shall be related to the duties established for those positions for which the examination is scheduled and in accordance with State and Federal rules and regulations.

The Civil Service Commission reserves the right to utilize alternative testing methods.

The examination process will be initiated only when there is a position to be filled or when there is an anticipated hiring need.

Section 2. Permitted Matter. All examinations shall be impartial and shall relate only to matters which will test the fitness of the persons to be examined for the position to be filled.

Section 3. Scoring Requirements. No person shall be allowed to continue the examination process or be placed upon the eligibility list whose aggregate percentage of

From: Roehr, Mary <Mary.Roehr@charter.com>
Sent: Tuesday, December 1, 2020 5:29 PM
Subject: Charter Communications Channel Lineup Change

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.

Hello.

Charter Communications/Spectrum is making changes to our residential channel lineup for customers in your community.

PROGRAMMING	CHANGE
AccuWeather	HD launch on Select & legacy equivalent tiers

PROGRAMMING	CHANGE
NFL Network	Launch on Spectrum TV Lifestyle

PROGRAMMING	CHANGE
Country Music Television, CMT Music, CMT HD-East	CMT will be added to the following packages by year-end. CMT will be removed from Variety TV; however, no customers will lose the service with the removal. Package Additions: <ul style="list-style-type: none">•SBPP Business TV (Private View-only in LTWC & LBHN)•SBPP Premier TV (Public View-only in LTWC & LBHN; Both Private & Public Views in LCHTR)•SBPP B/R Entertainment TV (Entire footprint)

Please contact me should you have any questions.

Sincerely,

Mary Roehr



Mary Roehr | Director, Government Affairs, Colorado, Montana, Wyoming | C: 406-671-7956
951 W. Custer Ave. | Helena, MT 59601

COPY

Elizabeth Scott
Massage Therapist
337 S Conwell
Casper WY 82601

November 20, 2020

Casper City Council Members:

I think I very clearly made my point last Tuesday evening at the City Council meeting. Mayor Freel very obviously exhibited his bias and prejudice towards those who oppose this regulation. Earlier in the evening in the meeting he allowed others to speak at length and speak repeatedly without censure. Regretfully I had to use extreme tactics to get your attention. Now that I have your attention, I am sending you the rest of the speech with some additional collaborative detail to explain the discrepancies and flaws in this regulation.

We are here today because there is a drive among you to regulate something anything, in this case massage. I am going to exercise my rights of freedom of speech, as a taxpayer, a businesswoman, a massage therapist and a reputable member of this community. While the public good, health and safety is the justification for these regulations, it is really personal agendas pushing this through. There is a lack of good intentions and a consistent use of misinformation and systematic tactics that marginalize, ignore, discriminate or discredit those who oppose these regulations.

Let's take the first false statement: We are going to get Licensing in Wyoming. The chances of getting licensing in Wyoming are nil to none. The state legislature is not going to waste taxpayer dollars, time, and resources to regulate a back rub. I have been involved in massage licensing the 3 or 4 times legislation has come up in 25 years and it has never gotten out of committee. Repeat Never gotten out of committee.

Next false statement: Most of the therapists are in favor of this regulation. Those of us who have raised concerns, objections and pointed out

the problems have been ignored, shouted down, or marginalized because those folks promoting this don't want to hear what we are saying. Our opposition doesn't fit their agenda.

Those massage therapists in favor of these regulations are for the most part young and inexperienced in business. They don't understand that once you get government in your business you never get it out.

They don't understand that regulation is expensive and can cripple a business. Look at the coal industry. Wyoming was once the 5th largest producer of coal in the world. Due to regulations our mineral industry has tanked. It is the mineral industry that pays our way, allowing us to have low cost of living, low property taxes, low sales tax, and no state income tax. This is about to change for all of us. The most immediate change is Casper will have budget cuts.

They don't understand that the government can and will arbitrarily change these regulations to something far worse and more restrictive and can change the amounts to more exorbitant rates. They don't understand that they give up many personal freedoms to run their life, business, occupation as they chose. They don't understand that there is no recourse, redress, or appeal on these regulations. They don't understand that all the justifications cited ie: recognition, legitimacy, reputation are all determined on a personal basis in the marketplace. Respect cannot be legislated; it has to be earned. Did you know that the New York Giants used to come to Wyoming 50 years ago to be worked on by a Finnish Massage therapist before they started their season; she also worked on boxing teams. Reputation is personal.

Now let's look at these regulations specifically:

The use of the term certified massage therapist limiting to such. Does not define certified or the credentials required. Actually, from what I understand of certification, this is similar to limiting the medical field to surgeons only.

Next definition of massage: pretty fancy name for a back rub. PNF is a fancy name for a stretch.

Next there is the term “500 hours current accredited school curriculum” is used in several places. First problem is that many of us have paid for and have gotten instruction from AMTA promoted instructors, lectures, clinics, courses etc. which by these regulations are no longer valid accreditation. Next such 500 hour courses are expensive and require traveling out of the community and even the state. 500 hour courses do not necessarily mean certified massage therapist but can require an additional test and or cost.

The biggest issue here is that this is a maximum education requirement. In all other occupations the education requirements are minimal and people can work at whatever level of education they have acquired. For example: public accountants vs certified public accountants, CNAs vs nurses, PA or nurse practitioners vs physicians so forth and so on.

The word 'current' also has legal connotations for instance the permit lasts 2 years, suppose in 2 years the school you received your credentials from has closed and is no longer current when you fill out your new application. This language invalidates previous accreditation and does not specify what the requirements are for renewing the permit.

Section 8.04.090 Business must be licensed as Massage Therapy establishments and can only hire CMTs.

So do all other occupations that use massage as a technique or form of treatment have to be certified as a massage therapist and get a permit too and does their business also have to have a license? The language is not clear here.

The way this reads Massage therapist can only work in Massage therapy establishments. So what about doctor's offices, nursing homes, etc? Do these businesses have to change their businesses around and can only hire CMT to do their work? The occupation of massage therapy does not have a monopoly on these services and techniques which are used in a large number of occupations.

8.04.110 This criminalizes massage therapy.

I think the intent was to put limitations on brothels, prostitutes and sex trafficking, however such establishments and activities do not hire massage therapists, are not doing massage, there is no penalty for using false advertising, and they can operate outside the city limits with impunity.

Section 2; I can just see all the stockholders of a nursing home corporation flying into Casper and trotting down to get fingerprinted and paying a licensing fee to hire a CMT. Incidentally does the business pay the fee or the individual owners?

Section 3: Clearly states permit and license is limited and restricted to location. I have voiced several objections to this regulation because I do massages at Hospice, homes, businesses, charity events, sporting events, the hospital, doctor's offices etc. and the way this is written I have to notify the clerk of every location change. I have been told repeatedly that my license travels with me. This law does not say that!!!

Not only that, the change of location information and immediate notification to the clerk is extremely invasive and limits your business to location listed on the application. Some of the information being requested results in a violation of client confidentiality.

8.04140 effectively shuts down all employment for MT in any business

Section 240 Grandfather Clause

It is a completely contradictory statement. First it says if you have so many years of service you don't have to do all these requirements and then states you have to have all these requirements anyway.

It would clarify this clause if the word 'or' is inserted between the 1st and 2nd clause.

Mr. Steve Cathey has made several false statements here. First, that he can't insert "or" into this section. Next, since these regulations do not allow me to

work, "I can get affidavits from my colleagues to meet the requirements". This is completely false, there is nothing in these regulations that give the city clerk discretionary powers to accept such documentation.

840.130 Insurance

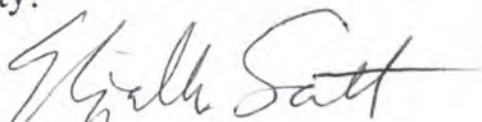
1. Again an expensive requirement that is not always necessary. What happens here is that the business owner or massage therapist has to have a business insurance policy that covers everything off the massage table and a liability policy that covers everything on the massage table. Insurance companies are notorious for sticking the consumer in any way they possibly can. Lots of businesses and occupations don't have or require insurance.

3. MBLEx test is a current brand name test. Demanding this test invalidates any other previous tests or examinations that MT have taken. So, when this test disappears and is no longer available are you going to change these regulations?

804.200

Again, Permit and license not transferable by location. All locations to be listed.

All of this work has been done to define a misdemeanor. So, what have you really accomplished here? This has and will continue to be a waste of taxpayer time, money, and resources, will damage the massage therapy business and employment opportunities, and will cause damage to economic development in the community and considerable inconvenience to massage therapy clients. These regulations are discriminatory, restrictive, contradictory, and in many instances are overreach and misuse of power. If you vote for this you are voting for someone's personal agenda not for what is good for this community.



Elizabeth Scott
307-258-2175

From: Casper Chamber of Commerce <casperchamber@www-casperwyoming.ccsend.com> **On Behalf Of** Casper Chamber of Commerce

Sent: Wednesday, December 2, 2020 10:01 AM

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

Subject: Get Connected. Stay Connected. Casper Area Chamber of Commerce Weekly "Get-Connected"

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.



December 2, 2020



UPCOMING EVENTS

Take a load off and join us for

BUSINESS AFTER HOURS

FEBRUARY 18TH PORTER'S MOUNTAIN VIEW SUPPLY, INC.

MARCH 18TH RAMKOTA HOTEL & CONFERENCE CENTER

APRIL 15TH PRIMROSE RETIREMENT

MAY 20TH REACH 4A STAR RIDING ACADEMY

JUNE 17TH ANB BANK

For more information or to register, please visit www.casperwyoming.org



Business after Hours

People do business with people they know, and there's no better way to get to know other Chamber members than by attending our Business After Hours (BAH) events!

Stay for 20 minutes or enjoy the full two hours of networking time. Get out there! Give people the chance to get to know you so they will want to do business with you. Support Natrona County business and support your Casper Area Chamber.

[Learn More](#)



View the Chamber Gallery

**Check out photos & videos
from Chamber Events,
Ribbon Cuttings, Meetings
& More!**



MEMBER NEWS

Vitalant

Vitalant launches Virtual Blood Drive Program

With thousands of blood drives forced to cancel this year, Vitalant is now offering blood drive coordinators another way to help patients – by hosting a virtual blood drive. Although some may be used to leading traditional blood drives, we are excited to partner with coordinators to inspire blood donors to give in a different way.

Organizing a virtual blood drive requires no significant advanced planning or logistics; donors can give at any convenient Vitalant donation location, such as the Casper Donation Center located at 2801 E 2nd Street, while still donating on behalf of your organization. Blood drive coordinators have the flexibility of continuing to host traditional blood drives at their workplace, house of worship, school or community center, or they can organize a virtual blood drive – or both!

As a Virtual Blood Drive Coordinator, you are also choosing to become a COVID Rescue Team Leader, helping to recruit blood donors who may test antibody positive, allowing them to donate convalescent plasma.

For additional information on hosting a Virtual Blood Drive, please contact Vitalant Donor Recruitment Representative, Jessica Pierce at jpierce@vitalant.org or 605-646-2622. <https://www.vitalant.org/virtual-blood-drive>



Put Your \$ Where Your Heart Is this holiday season!



Here at the Chamber, we believe fully in shopping local and supporting a strong local economy. We invite you to take part in the Chamber's Annual and complimentary "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 complied 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.

[Submit your holiday promotions!](#)



RIBBON CUTTINGS

Upcoming Ribbon Cuttings

Jennifer Sandler Agency
1601 E. 12th Street
December 3, 2020
11:30 a.m.

Re-launching?! The Ambassadors Committee is offering
FREE Ribbon Cuttings! Contact Jereca Lutz today at
jlutz@casperwyoming.org to schedule yours!

Past Ribbon Cuttings

Ask Wellness

Cece and Dana believe everyone deserves the best wellness journey possible. Ask Wellness sells Wyoming made CBD, eco-friendly packaged products, vitamins and supplements. Check their products, services, and more at 163 South Wolcott Street!

Check them out now!



November 30, 2020

Central Wyoming Hospice & Transitions

Central Wyoming Hospice & Transitions envisions a community in which the end-of-life journey is embraced as a natural progression of the human life cycle; where individuals at the end of their lives are treated with dignity, respect and compassion; and where expertise is the standard in the continuum of care.



November 11, 2020

Check us out now!

Olivia Caldwell Foundation

The Olivia Caldwell Foundation is a 501c3 nonprofit founded in November 2013 in honor of Olivia Caldwell to fund pediatric cancer research and programs.

Check us out now!



October 23, 2020

First State Bank

First State Bank is a community full service bank. They operate as a division of Glacier Bancorp, Inc. which is a regional bank holding company providing banking services in 122 communities through 192 banking offices in MT, ID, UT, WA, WY, CO, AZ, and NV.

Check us out now!



October 14, 2020

Big Horn Tire

Located at 58 Casper View Court, Big Horn Tire offers passenger tires, snow tires, truck and SUV tires. They also offer computerized alignments, batteries, belts and hoses, braking systems, shocks and struts, tire rotations, wheel balances, and other valuable automotive services to get your vehicle back on the road!



September 25, 2020

Check us out now!

Central Wyoming Counseling Center Suicide Prevention Hotline

Wyoming's FIRST National Suicide Prevention Lifeline operated by the Central Wyoming Counseling Center. For assistance, please call 1-800-273-talk.



August 11, 2020

Check us out now!



ANNIVERSARIES

We congratulate the following Casper Area Chamber of Commerce Members who are celebrating their Membership Anniversaries this week!!!

Members Celebrating 25+ years

Riverside Mobile Home Court
Townsquare Media

Members Celebrating 20+ years

Natrona County Library

Members Celebrating 15+ years

Brooks Realty & Advisory Group - BB Brooks Ranch

Members Celebrating 5+ years

Zip Local
Natrona County 4-H

Chairman Circle Level Partners



Casper Refinery



From: Ray Fleming Dinneen <ray@climbwyoming.org>

Sent: Monday, November 30, 2020 8:36 AM

Subject: The Year Ahead: A Special Update For You



We wanted to take a moment and reach out to you and to all of Climb's valued friends and supporters. There is so much to thank you for, including your continued support over the last year as we assist Wyoming's most vulnerable families during a very trying time. This year, Climb was able to reach 1,100 families during a time when they needed us most. The Climb Wyoming families drive our mission and have always driven Ray's life's work. It is with these families in mind that we share some exciting news with you.

Over the last three years, Climb and its Board of Directors have developed a visionary succession plan without sacrificing the programs and services we provide to the moms and their families. Our commitment to ensuring the stability of the programs and the organization drives everything we do. In the fall of 2021, Ray will step away as Climb's Executive Director to focus on a new consultancy extension of Climb that shares expertise with other community organizations around the country.

Katie Hogarty will become Climb's Chief Executive Officer (CEO). Alongside Katie, Molly Kruger will become Climb's Chief Operating Officer (COO). Katie and Molly have a combined 20 years of experience with Climb Wyoming, and together with our talented staff and supportive partners, we are poised for a seamless transition. Katie has been with Climb since 2010 and spent 9 years as Laramie's program director. Most recently she has served as the Director of External Relations collaborating with federal, state, and community partnerships. Molly has been with Climb since 2008 and spent 10 years as Cheyenne's program director and recently as the Director of Programs and Systems. Katie and Molly have been working closely with the Board as they prepare to lead in the coming year.

We are so pleased that Ray and Colleen Cherrett (Ray's Climb colleague of 17 years) will continue to share their historical knowledge and proven model for poverty alleviation under Climb's consulting arm. Together with Katie and Molly, Climb's future holds exciting opportunities to elevate single mothers and their children out of poverty and into self-sustaining successful lives. You are a critical part of Climb's success, and we look forward to connecting with you and our new leadership in the year ahead.

In this season of gratitude, we are especially thankful that you are at our side. Together we must look to the future so that we can navigate the challenges ahead and continue to provide purpose to our Wyoming families.

Sincerely,

A handwritten signature in black ink that reads "Ray Fleming Dinneen".

Ray Fleming Dinneen, Psy.D.

Climb Wyoming Founder and Executive Director

A handwritten signature in black ink that reads "Laura Hewitt Ladd".

Laura Hewitt Ladd

Climb Wyoming Board President

