

INFORMATION PACKET

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Friday, January 24, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

January 28, 2020
Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Yellowstone Garage Retail Liquor License	Direction Requested	20 min	4:35
Liquor License Review & Report - Casper Police Department	Information Only	30 min	4:55
Municipal Court Update	Information Only	30 min	5:25
Downtown Parking Garage	Direction Requested	30 min	5:55
MEI Scoring Matrix Discussion (LGBTQ)	Information Only	30 min	6:25
Council Goals Status Update	Information Only	20 min	6:55
Agenda Review		20 min	7:15
Legislative Review		10 min	7:35
Council Around the Table		10 min	7:45
Approximate Ending Time:			7:55

February 4, 2020
Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Pre- Meeting: Sole Source Purchase Request Plasma Cutting Table for Solid Waste					
Pre- Meeting: Bandwidth Logic Project					
Bright Spot - 100th year for the Greater Wyoming Boy Scout Council (tentative)					
Establish 2/18/2020 as Public Hearing Date for Consideration for FY'20 Budget Amendment #2	C				
Public Hearing: New Microbrewery Liquor License No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, Located at 612 North Beverly Street.		N			
Amendment to Section 10.24.020 of the Casper Municipal Code Pertaining to the Metro Road Speed Zone. 3rd reading			N		
Zone Change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, Generally Located at the Corner of Events Drive and North Poplar Street, North of Wilkins Way, From PH (Park Historic) to C-4 (Highway Business). 3rd Reading			N		
Granting a Telecommunications Franchise to InTTec, Inc., a Wholly-owned Subsidiary of Visionary Communications, Inc. 3rd Reading			N		
Approval and Adoption of the Connecting Crossroads: Long Range Transportation Plan				C	
Authorizing a Contract for Professional Services with Three (3) Consultants to Assist the City of Casper with Wireless Communication Facility Reviews.				C	
Authorizing an Agreement with Zonar Systems, Inc., in the Amount of \$91,231.20, for the Solid Waste Division Equipment Preventive Maintenance, Inspection, Reporting and Automatic Vehicle Location System Loan.				C	
Authorizing a Contract with PCN Strategies, Inc. to Provide Additional In-Car/Body Worn Video Camera Equipment and Networking Equipment to Outfit Eleven (11) New and Existing Police Vehicles, in the Total Amount of \$131,782.53				C	
Authorizing a Contract between Bandwidth Logic Inc., and the City of Casper for a Distributed Antenna System for the Casper Events Center.				C	
Acknowledging the Receipt of Financial Disclosure Information from City Officials with Public Fund Investment Responsibility.					C

Authorizing the Purchase of One (1) New 2x4 Cab and Chassis Truck with Compressor, Crane, and Utility Body, from Floyd's Truck Center, Casper, Wyoming, in the Amount of \$163,346, to be Used by the Solid Waste Division of the Public Services Department.				C
Authorizing the Discharge of \$53,670.16 of Uncollectible Accounts Receivable Balances, Aged between the Date of July 1, 2014 and December 31, 2014, Including more Recent Estate Liquidations and Bankruptcies.				C

February 11, 2020 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Wayfinding	Direction Requested	30 min	4:35
Health Department Update	Information Only	20 min	5:05
FY'20 Budget Amendment #2 Review	Direction Requested	20 min	5:25
Agenda Review		20 min	6:05
Legislative Review		10 min	6:25
Council Around the Table		10 min	6:35
Approximate Ending Time:			6:45

February 18, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Bright Spot - Mr. Robert Hildebrand - 100 year celebration (Mayor of Casper in 1967) Extremely tentative					
Public Hearing: Liquor License Renewals for Licensing Period April 1, 2020 through March 31, 2021.		N			
FY'20 Budget Amendment #2 Public Hearing & Consideration		N			
Authorizing the Mayor to Sign the Casper Historic Preservation Commission Annual Report.				C	

February 25, 2020 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
IMS Pavement Management Report	Direction Requested	20 min	4:35
NCSD Petition to Vacate 8th St between David & Center St. & Transportation Cutouts	Direction Requested	30 min	4:55
Financial Policies - Phase 4	Information Only	20 min	5:25
Agenda Review		20 min	5:45
Legislative Review		10 min	6:25
Council Around the Table		10 min	6:35
Approximate Ending Time:			6:45

March 3, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					

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DATE: JANUARY 22, 2020
TO: CIVIL SERVICE COMMISSION
FROM: HEIDI ROOD, HUMAN RESOURCES TECHNICIAN
SUBJECT: CIVIL SERVICE COMMISSION MEETING

CIVIL SERVICE COMMISSION MEETING

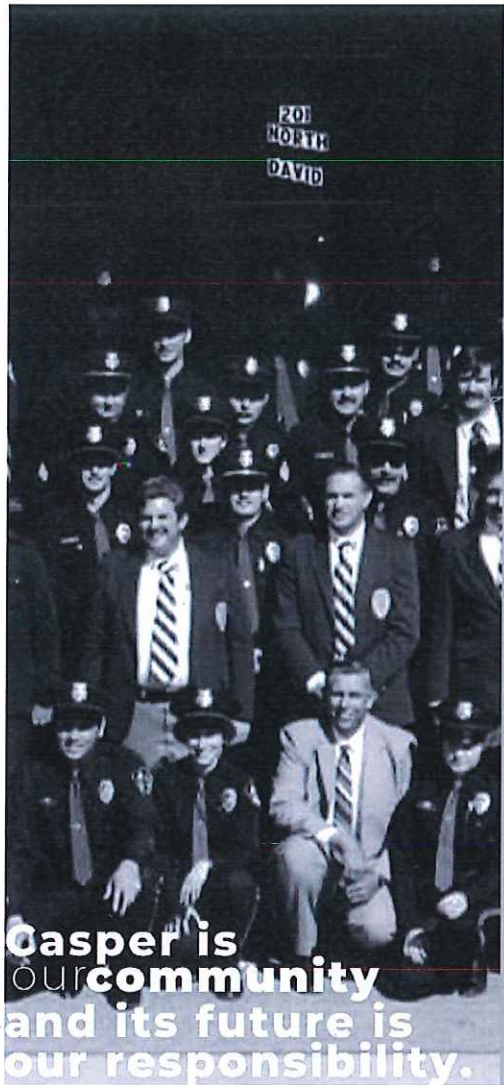
WEDNESDAY, JANUARY 22, 2020

1:00 P.M.

COUNCIL MEETING ROOM (CITY HALL)

AGENDA

1. Approval of December 4, 2019 Meeting Minutes
2. Certify Entry-Level Police List
3. Fire Battalion Chief Promotional Test – Deputy Chief Siplon
4. Process Change for CFD Entry-Level Physical Exam – Deputy Chief Siplon
5. Other Business
6. Set Next Meeting Date
February 5th
March 4th
7. Adjourn



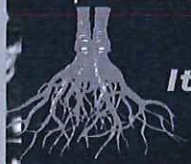
**Casper is
our community
and its future is
our responsibility.**

THE FUTURE OF THE CASPER POLICE DEPARTMENT



Protecting the next generation starts today.

It's been over 60 years since CPD has operated out of a City owned building. The expectation and demand for a highly transparent and professional police department is the new national standard. **We want to rise above that.**



It's time to lay down some roots.

Years ago, CPD outgrew our current shared space in the Hall of Justice (201 North David). The department is scattered around the City and our staff is struggling to operate efficiently and effectively.

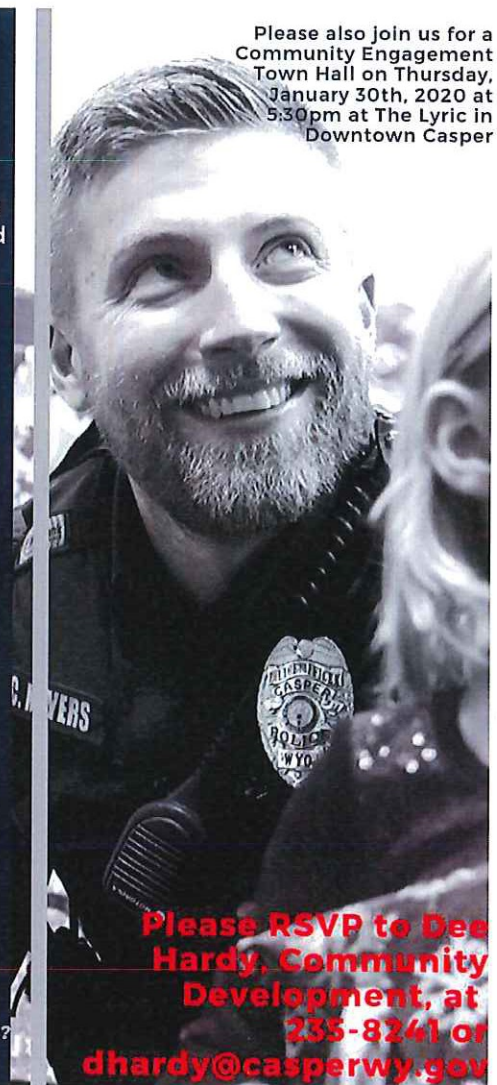
Meet the project consultant and hear about why Casper needs a new police facility according to national standards. Learn first-hand about the current PD facility and the difficulties faced in operating in the building. Share your opinions throughout your respective areas of expertise to help further the messaging.

Step behind the scenes of the Casper Police Department at our Coffee Talk

on Thursday, January 30th, 2020 from 7:00am to 8:00am at Casper City Hall Council Chambers

Will you support the future of the Casper Police Department?

Please also join us for a Community Engagement Town Hall on Thursday, January 30th, 2020 at 5:30pm at The Lyric in Downtown Casper



Please RSVP to Dee Hardy, Community Development, at 235-8241 or dhardy@casperwy.gov

940 Waterford St
Casper WY 82609
January 14, 2020

Casper City Council
200 N David St
Casper WY 82601

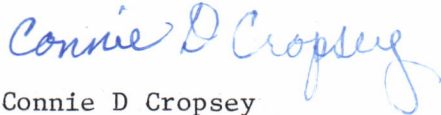
Dear Councilmember:

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

After creating on LGBTQ board, liberty and justice will not be maintained for all.

Therefore, please vote no on this Board. Thank you.

Sincerely,



Connie D Cropsey



CASPER AREA

METROPOLITAN PLANNING ORGANIZATION

Working with the public, elected officials, and professional staff to plan our road, trail, bus, and rail systems.

Bar Nunn | Casper | Evansville | Mills | Natrona County | WYDOT

AGENDA

Policy Committee Meeting

January 23, 2020

10:30 a.m.

Casper City Hall, Council Meeting Room

Item	Recommended Action	Notes
I. Call to Order and Introductions		
II. Minutes of previous Policy meeting (12-17-19)	Approve	
III. Program Updates 1. Transit Update – Steve Kurtz/CATC 2. I.T. – Michael Szewczyk	Information	
IV. Citizen Committee Update	Information	
V. UPWP – Amendment – Liz Becher Walt Satterfield	Approval	Reallocating \$80,000 from FY19 UPWP for Casper Study to Bar Nunn/Salt Creek Highway Study
VI. Long Range Transportation Plan – Liz Becher	Approval	MPO Citizen’s Committee has included a letter of support Update from MPO staff
VII. Wayfinding Master Plan – Liz Becher	Information	
VIII. Aerial Flight – Liz Becher, Denyse Wyskup	Information	
IX. Mills Main Street Corridor – Renee Hardy	Information	
X. Traffic Counts – Liz Becher	Information	Technical Committee is to email locations to Renee Hardy
XI. Update on other UPWP Projects – Liz Becher	Information	
XII. Other Business	Information/Discussion	
XIII. Adjourn		

Metropolitan Planning Organization
Policy Committee Meeting
December 17, 2019
Minutes

Members Present

<u>Name</u>	<u>Jurisdiction/Organization</u>
Mike Coleman	Town of Mills
Patrick Ford	Town of Bar Nunn
Bob Hopkins	City of Casper
Glenn Januska	Casper/NCIA
Steve Kurtz	CATC
Tom Pitlick	City of Casper
Shane Porter	Town of Evansville

MPO and City Staff Present

Liz Becher, Community Development Director
Renee Hardy, MPO GIS Technician
Pam Jones, MPO Administrative Technician
Michael Szewczyk, City of Casper IT Manager
Denyse Wyskup, Regional GIO

Ex-Officio Present

Justin Matumueni, FHWA
Juli Monahan, WYDOT
Walt Satterfield, FHWA

Members Absent

Paul Bertoglio, Natrona County
Lowell Fleenor, WYDOT
Jason Gutierrez, Natrona County
Glenn Januska, Casper/NCIA

Guests

Mark Ayen, WYDOT
Cathy Stepp, MPO Citizens Committee

I. Call to Order

Chairman Ford called the MPO Policy Committee meeting to order on December 17, 2019 at Casper City Hall in the Council Meeting Room at 1:03 p.m. Everyone introduced themselves. Shane Porter will serve as proxy for Jennifer Sorenson from the Town of Evansville, Tom Pitlick will serve as proxy for Carter Napier from the City of Casper, and Mike Coleman will serve as proxy for Seth Coleman from the Town of Mills.

II. Minutes of July 24, 2019 Policy Meeting

Mr. Hopkins made a motion to approve the minutes of the July 24, 2019 meeting. Mr. Coleman seconded the motion. Motion passed.

III. Program Updates

1. Transit Update

Mr. Kurtz gave an update on CATC's operation.

2. I.T.

Ms. Wyskup reported on the Aerial Flight RFP. Eleven (11) proposals have been received. The Aerial Flight Committee will meet tomorrow, December 18, 2019, to review the proposals. The flight will take place after the snow is done flying and before the trees bud out.

IV. Citizen Committee Update

Ms. Stepp reported that the next meeting for the Citizen's Committee will be in January. She also reported that they have been involved in the Wayfinding Study.

V. UPWP

Ms. Jones passed out a summary of the status of the projects identified in the FY19 UPWP with the committee. Mr. Satterfield led a discussion on the FY19 UPWP projects. He reported that there are some projects that have not been started, and Bar Nunn has identified an immediate need for a traffic impact study.

The major projects are underway and the status on the other projects from the FY19 UPWP is as follows:

- Bicycle/Pedestrian Safety Outreach - \$21,100: Has not been started.
- Chamberlain Road Access PEL Study - \$80,000: This project will be moving forward after the first of the year.
- Bike/Ped Plan Update - \$20,000: This project has not been started.

- Bar Nunn/County Corridor Study - \$80,000: This project has not been started.
- Casper Study - \$120,000: This study was originally designated to be an impact fee study but did not receive favorable response and because of that will not move forward.
- Evansville Traffic Studies - \$80,000: Mr. Porter will check with Evansville to see how they want to proceed and get back to Ms. Jones.
- Westwinds Land Use - \$50,000: This project has not started but the County would like to begin work on it soon.

What is currently underway is the LRTP, Aerial Flight, Mills Main Street Study, and Wayfinding Plan. The Casper Study as it was intended will not be happening. Mr. Satterfield stated we are looking at reallocating funds from the Casper Study for the Bar Nunn/Salt Creek Highway Traffic Impact Study.

Discussion followed on the importance of the Bar Nunn/Salt Creek Traffic Impact Highway Study. Mr. Satterfield noted that we cannot vote on reallocating funds in the UPWP at this meeting but we can discuss it and bring it to a vote at the next meeting.

VI. Long Range Transportation Plan (LRTP) Draft

Ms. Becher stated we are starting our 30 day public comment period for the LRTP. We are set to present the draft report to the Casper City Council on January 14, 2020 at their work session. If you have any comments on the draft plan, please get them to Ms. Hardy.

VII. Wayfinding Master Plan

Ms. Becher reported that the Wayfinding Master Plan kicked off in September. The consultant for the plan is RDG. The consultant has met with all of the entities in the MPO and user groups. There will be a webinar this Thursday, December 19, 2019 with the Steering Committee to determine the destinations for the Wayfinding signs in our communities. The consultants will be back in town in February to meet with all of the town councils. Days/times will be sent to each entity.

VIII. January Meeting Date

Ms. Becher stated that the Technical Committee is meeting January 23, 2020 at 8:30 a.m. to approve the LRTP. This committee will need to approve the LRTP after that. Mr. Hopkins made a motion to have the next Policy Committee Meeting on January 23, 2020 at 10:30 a.m. Mr. Porter seconded the motion. Motion passed.

IX. Other Business

Ms. Hardy reported on the Mills Corridor Study which kicked off November 4, 2019. The consultant is Nelson\Nygaard. The consultants have been gathering data they will need for the project.

Ms. Becher reported the candidates for the MPO Supervisor position will be interviewed in the near future.

X. Adjourn

No other business was brought before the committee. Mr. Coleman moved to adjourn the meeting. Mr. Hopkins seconded the motion. Meeting adjourned.

DATE: January 15, 2020
MEMO TO: MPO Technical and Policy Committees
FROM: MPO Staff
SUBJECT: Connecting Crossroads: Casper Area Long Range Transportation Plan Update

The Casper Area Metropolitan Organization (MPO) staff, along with Nelson\Nygaard Consulting Associates, presented the final draft of the Long Range Transportation Plan (LRTP) to the Casper City Council via conference call on Tuesday, January 14, 2020.

In addition to the Casper City Council being present for the presentation, we had the following representation from the MPO Policy Committee: Mark Ayen, WYDOT; Paul Bertoglio, Natrona County; Patrick Ford, Bar Nunn; Bob Hopkins, City of Casper; Carter Napier, City of Casper.

The objective of this process is to update the 2014 LRTP for the Casper, Mills, Evansville, Bar Nunn, and Natrona County areas, and to provide a plan for the development of transportation facilities for the next (30) years. The LRTP has been developed in coordination with the MPO and participating City, County, and Town Councils. The final deliverable will serve not only as a policy guide for local municipalities, but will also guide state and federal funding of key transportation facilities and infrastructure.

The MPO Technical Committee will be voting at their meeting on January 23, 2020, to accept the LRTP and recommend that the MPO Policy Committee approve the LRTP. The MPO Policy Committee will receive the recommendation from the MPO Technical Committee and vote on the acceptance and approval of the LRTP.

Once the LRTP has been approved, the MPO will receive a final copy of the Plan. The Casper City Council will be approving and adopting the Connecting Crossroads: Long Range Transportation Plan at their February 4, 2020 meeting. The Towns of Mills, Bar Nunn, and Evansville and the County will be approving and adopting the Connecting Crossroads: Long Range Transportation Plan at their respective Council and Commissioner meetings.



MEMO

To: MPO Policy Committee

From: MPO Citizens Committee

Date: October 8, 2019

Subject: Recommendation of Support for LRTP

Policy Committee Members:

The MPO Citizens Committee is a committee composed of appointed representatives from each of the MPO municipalities: City of Casper, Towns of Bar Nunn, Evansville, and Mills, Natrona County, and Transit. It is our responsibility to reach out to not only our communities but to all citizens to ensure the public's input is taken into consideration for all of the studies and plans the MPO undertakes.

We have been involved in the public participation portion of the Long Range Transportation Plan over the last year and have heard from the citizens in Natrona County both in person and through a multitude of surveys. The Citizens Committee therefore recommends passing the Long Range Transportation Plans for these three (3) reasons:

- Safety – Safety projects have been identified as a critical factor in our communities when looking at intersections, roads, and trails for walking and biking.
- Growth Management and Stewardship over public infrastructure – Survey results, along with this committee, support in-fill and we ask you to support in-fill.
- Public Health – Multi modal options are highlighted throughout the plan as alternatives to vehicular transportation

We urge the City of Casper, Towns of Bar Nunn, Evansville, and Mills, and Natrona County to dedicate capital dollars to the top 10 priority projects identified in the plan:

- Safety Islands, Street Lights, Ped Tunnel, and Beautification on Wyoming Blvd in Mills from Highway 20 to 13th Street
- Crossing Improvements at CY/Poplar
- Underpass beautification and ped enhancement at the Center Street Underpass
- Pathway & Bike Lane Improvements throughout City of Casper
- Sidewalk Installation – Various locations in Evansville
- Crossing Improvements – 1st/Yellowstone
- Crossing improvements – 2nd/Yellowstone
- Bike Lane on E 2nd St./Multiuse Path – Blackmore Rd to Hat 6 Rd
- Amending Safety of adding 1 lane on CY Ave. to improve safety of WY Blvd and CY Ave

- Roadway Extension – Metro Road to Cemetery Road - Evansville

A primary concern of the Policy Committee is ensure that all projects to be completed must be included in the LRTP in order for inclusion in the TIP and STIP. The Citizens Committee asks that you take our recommendations into consideration as you approve the LRTP.

DRAFT

From: Justin Schilling [mailto:jschilling@wyomuni.org]

Sent: Friday, January 17, 2020 5:19 PM

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

Subject: Word from WAM - WAM Winter Conference Agenda, Bill Tracker, Bebout Amendment



Wyoming
Association of
Municipalities
Building Strong Communities

Word from WAM!

A Weekly Message

**2020 WAM Legislative Updates and Bill
Tracker Goes Live Next Week**



WAM Bill Tracking Tutorial

The Wyoming
Legislative Session
Starts in Less Than a
Month and WAM is
Here to Keep You
Informed



Besides Word From WAM, and our weekly Week at the Capitol e-blasts, you'll also be able to keep tabs on important legislation, see our legislative team's notes, and see WAM's official position on specific legislation by using our bill tracking tool featured in the video above. We're hard at work populating the tracker with all the bills posted by the legislature so far and will have it available for your use and review this coming week. To find the bill tracker and all of WAM's legislative updates, click on the advocacy tab on the WAM homepage and then Follow Legislation, or just [click here.](#)

2020 WAM Winter Conference Agenda Out, Early Bird Registration Ends Soon!



The 2020 WAM Winter Conference is scheduled at the beautiful Little America Hotel and Resort in Cheyenne, February 26-28, 2020. Online registration, as well as links to host lodging, for this exciting event is now open at the link below. This year's event will feature a myriad of excellent educational and networking opportunities, chances to interact with the legislature, and to meet fellow municipal leaders and officials from across the state. Fun social events centered around an exciting casino theme will play out throughout the event, starting with a Las Vegas style casino night where everyone will be invited to try their luck at the blackjack, poker, roulette and craps tables for a chance to win fantastic prizes.

DOOR PRIZES DONATED

FOR CASINO NIGHT AND POKER RUN

2 Blankets donated by: BCBS of Wyoming, Handcrafted by K. Hartman

2 Night Stay donated by: Blair Hotels, Cody WY

2 Night Stay donated by: Saratoga Resort & Spa Saratoga WY

2 \$50 Amazon Gift Cards donated by: Sunrise Engineering

1 Night stay donated by: Teton Mountain Lodge & Spa, Jackson WY

Gift Basket donated by: Texas Roadhouse

2 Night Stay donated by: Timberline Hospitalities

1 Night Stay donated by: Little America, Cheyenne

1 \$25 Gift Card donated by: First Interstate Bank

1 \$50 Gift Card donated by: First Interstate Bank

2 \$50 Gift Card donated by: Kaiser Wealth Mgt.

[Click here](#) for the event agenda.

For more information or to register, please [click here](#).

Early Bird Registration Discounts End February 8th!

\$105 Million Distribution Survives Appropriations, Bebout Amendment Pushes Extra Funds to Smaller Communities

The \$105 million amount made it through committee unscathed, but a significant change may be coming to the way it is distributed due to an amendment by Senator Eli Bebout aimed at tilting the direct distribution pool more toward towns. In the most basic of terms, Bebout's amendment would raise the base amounts each community gets. Whereas communities under 35 people used to receive \$10,000, they would now receive \$15,000, while any community over 35 residents would move from \$20,000 up to \$35,000 under this amended bill. The remaining pool of funding after all 99 cities and towns have gotten either their \$15,000 or \$35,000 would then be still be run through the Madden Formula to determine additional distribution amounts to each community based on a number of factors. The effect of the change to these base amounts is generally much larger distributions to smaller towns, while the larger first class cities will give up some of their funding. Please see the attached document from the Legislative Services Office which offers projected distribution amounts with and without the amendment. The base figures will look low to many of you because they do not include any hardship adjustments that you may receive, but the difference number at the far right should be fairly accurate in gauging how much each community may gain or give up based on the amendment if the bill were to pass with the full \$105 million pool intact.

The vast majority of our small to mid-sized communities are looking at increases of \$4000-\$7000 per year, while cities like Cheyenne, Casper and Laramie will see their distributions shrink in some cases upwards of \$90,000 per year. In communicating with our larger cities today, most of them share the view that Mayor Orr of Cheyenne expressed in her testimony, that while these cuts certainly sting for the larger cities, that she could still stand in support of the amended bill if it meant our small towns were better supported. However, it also becomes even more important that we stand together as a group and support not only passage of this bill on direct distribution, but also the bill that we got passed out of Joint Revenue earlier this Fall to allow for a Municipal Option Tax. This municipal option would give the cities of our state a powerful tool to raise revenue locally and fill in the funds they're graciously saying they support going to their smaller fellow municipalities.

This is the kind of moment that WAM was founded for, where our ability to stand together and pull hard for each other's interests will be incredibly powerful and absolutely essential for successful passage of both these bills. Over the next couple weeks you will see supporting documents, talking points and legislative contact information from WAM for you to be able to begin engaging with your local senators and representatives to tell them you support BOTH of these bills. If you have any questions about the impact of either one of these bills, or want to know how you can help further please don't hesitate to reach out to the WAM office.

To see the forecast change to your distribution by [clicking here.](#)

Wyoming Housing Conference Coming in April

Wyoming Chapter of the National Association of Housing and Redevelopment Officials (WYO-NAHRO) is encouraging officials to save April 23-24, 2020 to attend the Wyoming Housing Conference at the Little America Hotel and Resort in Cheyenne. Watch this space for more information as it is released about this exciting event.

Save the Date!

Wyoming Housing Conference

Hosted by WYO-NAHRO



When: **April 23-24, 2020**

Where: Little America Hotel & Resort
2800 W. Lincolnway
Cheyenne, WY 82009

Details and a link for registration and reservations coming soon!



tel: 307.632.0398 | fax: 307.632.1942 | www.wyomuni.org