
INFORMATION PACKET

Friday, January 26, 2024



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CITY OF CASPER DOCUMENTS & INFORMATION

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AGENCIES, BOARDS, AND COMMITTEES DOCUMENTS & INFORMATION

Future Agenda Items

Council Items:			
Item	Date	Estimated Time	Notes
Livability/Marketing Follow-up			
Funding for Sidewalk Repairs/Homeowner Responsibilities			
Naming City Garbage Trucks			
Community Project Funding Process Part 2			March
Recycling & Composting Options			March
Passenger Railway Support Letter			
Potential USPS Processing Move			
Staff Items:			
FWC Study Update			April
Fire Station 1			
Downtown Parking Kiosks			Spring
Code Enforcement Follow-up Part 2 (Time Frame for Addressing Violations)			
Code Enforcement Follow-up Part 3 (Assessment of Administrative Fees)			
Code Enforcement Follow-up (Abatement Responsibility for Sidewalk and Street Vegetation Obstructions)			
Code Enforcement Follow-up (Funding Source for Condemnations, Dangerous Buildings, and Demolitions)			
Dangerous Building Processes			23-Apr-24
Utility Rate Model			May
Capital Budget Review	March 12, 2024		
Tentative Budget to Council	May 7, 2024		
Budget Review Sessions	5/20/24 & 5/22/24		
Summary Proposed Budget to Council	June 4, 2024		
Fort Caspar Feasibility Study			Fall
Master Plan			Summer

Potential Topics-- Council Thumbs to be Added:			
City Facility Retention & Subsidization			

Future Regular Council Meeting Items:			
Liquor License Renewals	2/20/2024		
Establish Public Hearing: FY25 Budget	6/4/2024		
Public Hearing: FY25 Budget Adoption			
Urban Forestry Grant			

Retreat Items:			
Economic Development and City Building Strategy			

The Grid**Working Draft of Council Meeting Agendas**

January 23, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Wyoming Governor's Big Game License Coalition Grant Application	Direction Requested	4:35	5 min
FEMA Grant Applications	Direction Requested	4:40	15 min
Public Engagement Division Services	Direction Requested	4:55	20 min
Budget Amendment #2	Move Forward for Approval	5:15	30 min
Business Incentive Options	Information Only	5:45	30 min
Utility Billing Followup	Direction Requested	6:15	45 min
Agenda Review		7:00	20 min
Council Around the Table		7:20	20 min
Approximate Ending Time:			7:40

January 23, 2024 Councilors Absent:					
Special Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Executive Session: Personnel					C

February 6, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Noise Ordinance Review					
Approval of 1/16 Minutes					C
Approval of 1/16 Exec Minutes					C
Est Public Hearing: Consideration of an Ordinance Vacating a Segment of Alley Abutting Lots 5, 6 and 7, Kenwood Addition to the City of Casper.	C				
Est Public Hearing: Annexation, plat & zoning for Izaak Walton Addition	C				
Est Public Hearing: Resolution Certifying Annexation, plat & zoning for Izaak Walton Addition (April 2)	C				
Est Public Hearing Consideration of an ordinance vacating the segment of alley abutting Lot 5, 6 and 7, Kenwood Addition to the City of Casper (tentative)	C				
Public Hearing: Budget Amendment #2		N			
Public Hearing: LAD 160 Chinook		N			
PH/1st Reading: Consideration of an Ordinance approving a zone change of multiple properties located north of East 12th Street, between South Conwell and South Lowell Streets.		N			
PH/1st Reading: Consideration of an Annexation and Zoning Request for 0.51-acres, more or less, described as Lot 6, "Bryan Subdivision."		N			
Public Hearing - Transfer of Ownership Interest for Retail License No. 15 - Wyoming Liquor LLC (Wy Discount Liquor)		N			
Public Hearing - Transfer of Ownership Interest for Retail License No. 22 - 2nd Street Liquor		N			
2nd Reading- Utility Billing			N		
Approving and Adopting the Westwinds Land Use and Extension Study for the Casper Metropolitan Area.				C	
Contract for Professional Services between Nelson/Nygaard Consulting Associates, Inc. and the Casper Area MPO in the amount of \$399,904.35 for the long range transportation plan.				C	
Contract for Professional Services between Nelson/Nygaard Consulting Associates, Inc. and the Casper Area MPO in the amount of \$29,809.05 for the Casper Area Transit Fare Study.				C	

Authorize a Contract for Professional Services with Frontier Precision, Inc., in the amount of \$42,976.64, for the City Surveying Equipment Upgrade, Project No. 23-004. (tentative)				C	
Consideration of a Resolution approving a final plat of the “Natrona County Health Addition” subdivision, and the associated Subdivision Agreement (tentative)				C	
Authorizing the Purchase of One (1) New or Used Hydraulic 36-Ton Excavator, in the Total Amount of \$329,931.66, to be Used in the Balefill Division of the Public Services Department.					C
Authorizing the Purchase of Two (2) New Side-Loading 27-Yard Sanitation Trucks, in the Total Amount of \$660,998.00, After Trade, for Use by the Sanitation Division of the Public Services Department.					C
Authorizing the Purchase of One (1) New Trailered Hydro Excavator, in the Total Amount of \$67,414.03, for Use by Water Distribution of the Public Services Department.					C
Executive Session: Personnel					

February 13, 2024 Councilors Absent:					
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time		
	Recommendations = Information Only, Move Forward for Approval, Direction Requested				
Meeting Follow-up		4:30	5 min		
Liquor Report, Liquor Incentive Program, and Liquor Overserving	Move Forward and Direction	4:35	60 min		
Council Goals Update	Information Only	5:35	30 min		
Waste Water Treatment Plant Capital Budget Amendment	Move Forward for Approval	6:05	30 min		
Agenda Review		6:35	20 min		
Council Around the Table		6:55	20 min		
				Approximate Ending Time:	

February 20, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting:					
Approval of 2/6 Minutes					C
Approval of 2/6 Exec Session Minutes					C
Public Hearing: Annexation, plat & zoning for Izaak Walton Addition		N			
Public Hearing Consideration of an ordinance vacating the segment of alley abutting Lot 5, 6 and 7, Kenwood Addition to the City of Casper (tentative)		N			
2nd Reading: Consideration of an Ordinance approving a zone change of multiple properties located north of East 12th Street, between South Conwell and South Lowell Streets.			N		
2nd Reading: Consideration of an Annexation and Zoning Request for 0.51-acres, more or less, described as Lot 6, “Bryan Subdivision.”			N		
2nd Reading: Consideration of an ordinance vacating the segment of alley abutting Lot 5, 6 and 7, Kenwood Addition to the City of Casper			N		
3rd Reading - Utility Billing			N		
Consideration of a Resolution approving a final plat of the “Morado Cove” subdivision, and the associated Subdivision Agreement. (tentative)				C	

February 27, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
1% #17 Reallocation of \$85k Funding Options	Direction Requested	4:35	45 min
Parks and Rec Master Plan Update	Information Only	5:20	30 min
Agenda Review		5:50	20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

JANUARY 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31 Offices Closed	1 Offices Closed New Year's Day <i>OVG Holiday</i>	2	3	4	5	6
7	8	9 PT Staff Dinner 5:30 PM-7:30 PM	10	11	12 WY Health Fairs Health & Wellness Expo Load-In 8:00 AM- 5:00 PM	13 WY Health Fairs Health & Wellness Expo 9:00 AM-1:00 PM
14	15 Offices Closed Martin Luther King Jr. Day <i>OVG Holiday</i>	16	17 Sleep in Heavenly Peace Volunteer Opportunity 10:00 AM- 3:00 PM	18 RMN Wild West Champions Load-In 8:00 AM- 5:00 PM	19 RMN Wild West Champions Load-In 8:00 AM- 5:00 PM	20 RMN Wild West Champions 7:00 AM-5:00 PM
21	22	23	24	25	26 WHSAA: HS State Spirit Competition 1:30 PM-8:00 PM	27 Olivia Caldwell Foundation Butterfly Ball 7:00 PM- 11:00 PM
28	29	30	31	1 Bert Kreischer 6:00 PM-10:30 PM	2 Boys & Girls Club Reverse Raffle Load-In 8:00 AM-5:00 PM	3 Boys & Girls Club Reverse Raffle 5:00 PM- 11:00 PM