

# WORK SESSION AGENDA



Casper City Council

The Lyric

Tuesday, September 12, 2023 at 4:30 p.m.

<b>Work Session Meeting Agenda</b>		Recommendation	Beginning Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Meeting Follow-up		4:30	5 min
2.	Suicide Prevention Hotline 9-8-8 Stickers		4:35	10 min
3.	Hogadon Rate Discussion	Direction Requested	4:45	30 min
4.	General Business Licenses	Information Only	5:15	40 min
5.	Budget Amendment #1 FY24	Move Forward for Approval	5:55	10 min
6.	WAM Resolutions	Move Forward for Approval	6:05	20 min
7.	Agenda Review		6:25	20 min
8.	Council Around the Table		6:45	20 min
Approximate End Time:				7:05

**\* Reminder \***

**Please silence cell phones during the City Council meeting.**

September 6, 2023

**MEMO TO:** J. Carter Napier, City Manager JCN  
**FROM:** Zulima Lopez, Parks, Recreation and Public Facilities Director  
Randy Norvelle, Parks Manager  
**SUBJECT:** Fee increases for Hogadon Basin Ski Area

**Meeting Type & Date**

Work Session  
September 12, 2023

**Action Type**

Direction Requested

**Recommendation**

That Council approve rate increases for Hogadon Basin Ski Area effective the 2023-2024 ski season.

**Summary**

In June 2023, Staff presented City Council with a business plan for Hogadon Basin Ski Area that defined a path to zero subsidy by fiscal year 2028. The plan employs a number of strategies to decrease expenses and increase revenue. One of those strategies is the periodic evaluation and increase of rates.

The City last raised rates at Hogadon Basin Ski Area for the 2021-2022 ski season. Unfortunately, high inflation and continued increases in operating expenses necessitate rate increases again to continue the positive trend toward self-sustainability at Hogadon. Even with proposed increases, research done by staff indicates that locals and visitors will continue to see great value at the ski area. Hogadon Basin Ski Area offers many amenities and services not offered by other regional ski areas. These include:

- Snowmaking and harvesting – the snowmaking and harvesting operations at Hogadon ensure that the area opens as early as possible each season, as it is less reliant on natural snow.
- Grooming operations – Hogadon offers daily grooming of popular runs, providing optimum conditions for users. The quality of the grooming is frequently noted and appreciated by users.
- Night Skiing – only two other ski areas in the region provide night skiing, which has proven to be a unique and favored experience for locals and visitors. Extending weekend ski days by 3.5 hours maximizes slope time for weekend visitors to the area.

- Facilities – Hogadon offers the newest lodge, paved parking, a medical center staffed by highly qualified ski patrollers, and a surface lift excellent for beginner skiers.
- Proximity to Casper – most ski areas in Wyoming, with the exception of Snow King and White Pine, are at least 1.5 hours away from urban centers. At Hogadon, locals enjoy a short drive home while visitors are close to abundant lodging, restaurants, retail, and entertainment.
- Reciprocity – Hogadon passes offer reciprocity arrangements with a number of other ski areas in the region, which allows our season pass holders to see value when they travel to other ski areas.

Proposed rates for passes and day tickets aim to offset rising costs while keeping Hogadon highly competitive in the region for the level of service and amenities offered. Increases were structured to encourage pre-season pass sales, which provides a solid revenue foundation for the area each season. All pass holders will be money ahead compared to day rates after no more than nine visits. On average, the area offers 81 skier days per season.

Per the Memorandum of Understanding with the Hogadon Night Skiing Project, rates for night skiing are established by the donors through the 2023-24 ski season and night skiing passes and day tickets are treated as a separate add-on for those who wish to take advantage of night skiing. Nominal increases to night skiing passes have been proposed by the Hogadon Night Skiing Project.

### **Financial Consideration**

Assuming a good snow season, staff estimates the proposed rate increases will produce between Forty-Five Thousand and Fifty Thousand Dollars (\$45,000-\$50,000) per season in additional ticket and pass revenue.

### **Oversight/Project Responsibility**

Zulima Lopez, Parks, Recreation, & Public Facilities Director  
 Randy Norvelle, Parks Manager  
 Chris Smith, Hogadon Basin Ski Area Superintendent

### **Attachments**

Attachment A – Current and Proposed Rates for Hogadon Basin Ski Area  
 Attachment B – Ski Area Rate Comparisons with comparable areas near Casper

**Attachment A**  
**Current and Proposed Rates for Hogadon Basin Ski Area**

<b>Description</b>	<b>2021 Rate</b>	<b>Proposed 2023 Rate</b>
Pre-Season Adult (19-69)	\$400	\$425
Pre-Season Youth (13-18)	\$350	\$375
Pre-Season Child (6-12)	\$300	\$315
Pre-Season Family Pass	\$1,200 (2 adults + 4 under 18; additional children \$100 each)	\$1300 (2 adults + 4 under 18); additional children \$100 each)
Adult Season Pass (19-69)	\$450	\$525
Youth Season Pass (13-18)	\$400	\$450
Child Season Pass (6-12)	\$300	\$350
High School Race Team	\$350	\$375
70+ and 5 & under	Free	\$50 (70+) Free (5 & under)
Adult Full Day (19-69)	\$55	\$60
65-69 & Active Military Full Day	\$47	\$50
Youth Full Day (13-18)	\$47	\$50
Child Full Day (6-12)	\$37	\$40
Adult Half Day (19-69)	\$45	\$50
65-69 & Active Military Half Day	\$40	\$42
Youth Half Day (13-18)	\$40	\$42
Child Half Day (6-12)	\$37	\$37
Beginner Area Full/Half Day	\$30	\$30
Racer Ticket	\$36	\$36
Night Skiing Adult Standalone Season Pass	\$110	\$115
Night Skiing Adult Add-on	\$50	\$65
Night Skiing Youth Standalone Season Pass	\$88	\$95
Night Skiing Youth Add-on	\$40	\$55
Night Skiing Child Standalone Season Pass	\$66	\$75
Night Skiing Child Add-on	\$30	\$45
Night Skiing Adult Ticket	\$25	\$25
Night Skiing Youth Ticket	\$20	\$20
Night Skiing Child Ticket	\$15	\$15

**Attachment B**  
**Ski Area Rate Comparisons with Comparable Areas Near Casper**

Description	Antelope Butte Shell, WY	Meadowlark Ski Lodge Ten Sleep, WY	Pine Creek Ski Resort Cokeville, WY	Sleeping Giant Ski Area Cody, WY	Snowy Range Ski Area Centennial, WY	Snow King Resort Jackson, WY	White Pine Ski Resort Pinedale, WY	Comp Averages	Hogadon Basin Casper, WY Current	Hogadon Basin Casper, WY 2023-2024 Proposed
Days Open	Fri-Mon (4)	Fri-Sun (3)	Fri-Sun (3)	Fri-Sun (3)	Mon-Sun (7) Fri & Sat Night	Tue-Sun (6) Tue-Sat Night	Fri-Mon (4)	4.3 days	Wed-Sun (5) Fri & Sat Night	Wed-Sun (5) Fri & Sat Night
Pre-Season Adult	\$325	\$485	\$415	\$580	\$329	\$650	\$520	\$472	\$400	\$425
Pre-Season Youth (13-18)	\$225	\$400	\$360	\$400	\$269	\$600	\$445	\$386	\$350	\$375
Pre-Season Child (6-12)	\$225	\$350	\$305	\$250	\$209	\$500	\$370	\$316	\$300	\$315
Season Pass Family	NA	NA	\$935 (2 adults, 2 kids)	NA	NA	\$1450 (up to 8 family members)	NA	\$1,193	\$1,200	\$1300 (2 adults, 4 kids under 18, \$100 per additional child)
Season Pass Adult	\$460	\$485	\$425	\$580	\$479	\$699	\$540	\$524	\$450	\$525
Season Pass Youth (13-18)	\$380	\$400	\$375	\$400	\$419	\$599	\$465	\$434	\$400	\$450
Season Pass Child (6-12)	\$300	\$350	\$325	\$250	\$359	\$449	\$390	\$346	\$300	\$350
Season Pass 70+, 5 & under	\$380	\$485	\$375	\$100	\$479	\$599	\$540	\$423	Free	\$50 (70+) Free - 5 and under
Full Day Adult	\$69	\$62	\$55	\$59	\$54-\$64	\$75	\$60	\$63	\$55	\$60
Full Day Sr./Military	\$59	\$40	\$49	\$59	\$54-\$64	\$50	\$45	\$50	\$47	\$50
Full Day Youth (13-18)	\$59	\$52	\$55	\$46	\$52-\$57	\$50	\$45	\$51	\$47	\$50
Full Day Child (6-12)	\$45	\$42	\$45	\$25	\$40-\$45	\$50	\$45	\$42	\$37	\$40
Half Day Adult	\$59	\$55	\$45	\$48	NA	\$49	\$45	\$50	\$45	\$50
Half Day Sr./Military	\$49	\$40	\$35	\$48	NA	\$39	\$35	\$41	\$40	\$42
Half Day Youth (13-18)	\$49	\$45	\$45	\$35	NA	\$49	\$35	\$43	\$40	\$42
Half Day Child (6-12)	\$35	\$35	\$35	\$20	NA	\$39	\$6	\$28	\$37	\$37
Magic Carpet/ Beginner Area	NA	NA	\$10	NA	NA	\$15	NA	\$13	\$30	\$30

August 30, 2023

MEMO TO: J. Carter Napier, City Manager *zal*

FROM: Eric Nelson, City Attorney  
Liz Becher, Community Development Director  
Fleur Tremel, Assistant to the City Manager/City Clerk *7*

SUBJECT: General Business Licenses

Meeting Type and Date:  
Council Work Session  
September 12, 2023

Action Type:  
Information Only

Recommendation:  
That City Council not require additional licensing unless requested by the businesses similar to the massage therapy process.

Summary:  
The City of Casper currently requires a myriad of licenses. Community Development licenses general contractors and oversees building permits. The City Clerk's office is responsible for overseeing health licenses and various business licenses. These include the following:

Health Licenses

Body Art/Tattoo	\$25
Swimming Pools	\$75
Child Day Cares	\$50
Hotels, Motels, Bed & Breakfasts, Rooming houses, & Campgrounds	\$25
Food Service: groceries, supermarkets, food manufacturers, food distributors, food processors, bakeries, meat markets, delicatessens.	\$75 base license fee Plus \$25 each for meat markets, bakeries, and delicatessens
Food Service: bars	\$100 plus \$25 if food is served

Food Service: restaurants	\$100 plus \$25 if alcoholic liquor or malt beverages are served
Food Service: facilities on any parochial, private, or public school property	No license fee
Massage Therapy Establishment License	\$100 Massage License
Massage Therapist Permit/License	\$60 Massage permit
Massage Therapist Permit/License (Grandfather)	\$60 Massage (grandfather)

Business Licenses

Junk Dealers	\$50 fee
Pawnshops	\$100 (\$1,000 bond also required)
Itinerant Merchants	\$25 fee
Unsolicited Salesmen	\$25 fee
Secondhand Dealers	\$25 fee
Vehicles for Hire -Buses	\$65 fee (\$1,000 surety bond and liability insurance also required)
Vehicles for Hire -Taxicab Company	\$65 (liability insurance also required)
Vehicles for Hire- Taxicab Driver	\$25 fee

The failure of an individual or business to obtain a license required by Casper ordinance constitutes a misdemeanor pursuant to Casper Municipal Code Section 1.28.010, punishable by a fine of up to \$750. Other legal remedies, including the issuance of an injunction, may be available to the City in cases of repeated violations.

Depending upon the specific business license requirements adopted, it is very likely that they will not uniformly apply to all existing businesses. A business which is legally operating under current laws may be “grandfathered” from ordinance changes which make its current operation either non-compliant or illegal. These grandfathered businesses may continue to operate in their current manner until the use or ownership is changed, or other events transpire. The applicability of the business license requirement, and its enactment, will be affected by this concept.

Further, the Clerk's office currently issues Mobile Vendor Parking Permits. When the mobile vendor parking permit fee was being discussed, food trucks came to speak about the burden of the many fees they already pay. This included a health license to the City of Casper. It was decided to eliminate that health license for food trucks and use the Department of Agriculture's license to verify. Many businesses are licensed by the County and or the State, and therefore adding a City license may cause an additional burden on business owners.

Financial Considerations:

In order to add a general business license, several departments would be required to provide inspections and a licensing process. This expense would likely not be recovered by the licensing fees which would be similar to the fees above.

Oversight/Project Responsibility:


City Clerk  
Community Development



Attachments:

None.



September 6, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Jill Johnson, Financial Services Director   
Pete Meyers, Management Analyst 

SUBJECT: Amendment to the Fiscal Year 2024 Budget

**Meeting Type & Date**

Council Work Session, September 12, 2023

**Action Type**

Discussion/Direction to Staff

**Recommendation**

That Council, by resolution, authorize an amendment to the Fiscal Year 2024 Budget.

**Summary**

The City of Casper budgets on an annual basis. Legally, the budget provides City staff with an authorization to spend City funds throughout the upcoming fiscal year. The current fiscal year, Fiscal Year 2024, will run from July 1, 2023 through June 30, 2024.

It is typical for the City to amend the annual budget soon after the beginning of the fiscal year. That first budget amendment is now being submitted. The changes that are spelled out in this amendment fall into one of four categories: New Budget Requests, Contract Rollovers, Project Rollovers, and Purchase Order Rollovers.

**New Budget Requests** (Attachment A) are either for things that are entirely new, or they are for unfinished operational expenditures that cannot be carried over from one year to the next. These new expenditures might be needed to cover changes to planned City operations, or they might be needed in response to grants or other types of new funding that simply weren't available in time for the passage of the regular budget.

This proposal for Budget Amendment #1 includes a request for additional spending authority of \$1,528,495. Most of this request is in response to a \$1,000,000 federal grant that was awarded to the Wastewater Treatment Plant. The budget will have to be amended so that the City can begin spending those funds. Another major project in this category is the authorization of additional funding for the Casper Family Aquatic Center roof replacement project. Council authorized the acceptance of a several construction alternates at its work session on May 24, 2023. This amendment will authorize staff to spend those additional funds.

**Project Carryovers** (Attachment B) are for projects that were authorized in Fiscal Year 2023, but the services or products were not delivered before June 30, 2023. Those projects might be construction related. Alternatively, the projects might be grant funded, or they might be projects

to acquire vehicles or equipment. In cases like this, the project could be at any point of its lifecycle: it might be in its final stages (contractors might be on site and nearly finished) or it might have just begun (the contractors or vendors might not even be selected yet). Regardless of the amount of progress made, the expenditure authority for these items lapsed on June 30th, so it is necessary to reauthorize that spending authority. Project rollover requests make up the bulk of this proposed budget amendment; they amount to a total expenditure request of \$45,728,166.

**Purchase Orders** (Attachment C) are the formal purchase requests that the City issues when equipment is bought via minute action. If the purchase order was issued before June 30 but the items have not yet arrived, then the purchase order will need to be rolled to the following fiscal year. Those obligations come to \$1,713,891 of new expenditure authority. Please note that some of these purchase orders might be attached to a project, but if they are listed in this category, then only the funds for the purchase order itself will be carried over. Any additional unspent project funds will remain unspent.

Last but not least, certain **Contracts** (Attachment D) were authorized in Fiscal Year 2023, but they were not completed before June 30. Contracts are typically for services or for capital construction, and they are typically adopted by Council via resolution. The City's ongoing contract obligations come to \$2,798,382. As with the purchase orders, contracts that are listed here might be part of a larger project, but for items in this category, only the contract funds are being reauthorized.

### **Financial Considerations**

The new requests within this budget amendment come to \$1,528,495 of additional spending, but \$1,355,539 of this will be offset with new revenue (such as grant revenue). The net budget impact of these requests therefore comes to \$172,956.

The carried over projects, purchase orders, and contracts have all been budgeted previously, so they effectively have no budget impact. The amendment simply allows those pre-existing authorizations to continue into the current fiscal year.

### **Oversight/Project Responsibility**

Jill Johnson, Financial Services Director

### **Attachments**

- Attachment A: Budget Amendment #1 – New Budget Requests
- Attachment B: Budget Amendment #1 – Project Rollovers
- Attachment C: Budget Amendment #1 – Purchase Order Rollovers
- Attachment D: Budget Amendment #1 – Contract Rollovers

## NEW BUDGET REQUESTS

	<i>Expense</i>	<i>Revenue</i>
<b>Aquatics</b>	\$ (60,851)	\$ 306,914
Funding from Capital Reserves for Aquatics Center Roof Repair Additional Work	\$ 551,693	
Aquatic Center Pool pump - budget shortfall	\$ 1,284	
Reduced Transfer from Perp Care for Aquatics Center Roof Repair	\$ (613,828)	\$ 306,914
<b>Balefill</b>	\$ 480	
Republic Parking passes at the Casper Business Center	\$ 480	
<b>City Clerk</b>	\$ 2,500	
Scanner carryover (operational)	\$ 2,500	
<b>City Manager</b>	\$ 14,500	
CNFR Support not included in original budget	\$ 6,500	
Historic Designation	\$ 8,000	
<b>Customer Service</b>	\$ 2,400	\$ (2,400)
Republic Parking passes at the Casper Business Center	\$ 2,400	\$ (2,400)
<b>Direct Distribution</b>	\$ (198,232)	
Minimum Revenue Guarantee - NC Airport	\$ 50,000	
Parks and Rec Master Plan	\$ 50,000	
Reduced transfer from Direct Distribution to support Transit	\$ (298,232)	
<b>Engineering Division</b>	\$ 114,000	\$ (57,000)
Chinook Trail LAD Project	\$ 114,000	\$ (57,000)
<b>Fire EMS Department</b>	\$ 89,872	\$ (17,532)
Drill Tower Imps. For Confined Space Training	\$ 17,532	
Drill Tower Imps. For Confined Space Training - Transfer to Fund 112	\$ 17,532	\$ (17,532)
Station 3 Roof Replacement	\$ 54,808	
<b>Ford Wyoming Center</b>	\$ 8,572	\$ (3,786)
Network switches at FWC - transfer out from the General Fund	\$ 3,786	\$ (3,786)
Network switches at FWC - WARM Loss control funds	\$ 1,000	
Network switches at FWC	\$ 3,786	
<b>Municipal Court</b>	\$ 5,612	
Muni Court - Software Maintenance Expense	\$ 5,612	
<b>Parking</b>	\$ 61,500	
Parking Garage Drainage	\$ 61,500	
<b>Parks</b>	\$ 200,000	\$ (200,000)
Parks and Rec Master Plan	\$ 200,000	\$ (200,000)
<b>Public Transit</b>	\$ 49,709	\$ (49,709)
CARES and ARPA funding for Transit	\$ 49,709	\$ (347,941)
Reduced transfer from Direct Distribution to support Transit		\$ 298,232
<b>Recreation Center</b>	\$ (6,850)	
Budget Reduction from Boiler Heads project	\$ (6,850)	
<b>Refuse Collection</b>	\$ 9,317	\$ (10,022)
Call Center Software Underbudget - Returning excess support to Enterprise funds		\$ (10,022)
Republic Parking passes at the Casper Business Center	\$ 480	

	<i>Expense</i>	<i>Revenue</i>
Sander for Pickup - refuse	\$ 8,837	
<b>Streets</b>		<b>\$ (114,000)</b>
Chinook Trail LAD Project		\$ (114,000)
<b>Transfers Out General Fund</b>	<b>\$ 30,066</b>	
Call Center Software Underbudget - Returning excess support to Enterprise funds	\$ 30,066	
<b>Wastewater Collections</b>	<b>\$ 480</b>	<b>\$ (10,022)</b>
Call Center Software Underbudget - Returning excess support to Enterprise funds		\$ (10,022)
Republic Parking passes at the Casper Business Center	\$ 480	
<b>Wastewater Treatment Plant</b>	<b>\$ 1,000,480</b>	<b>\$ (1,000,000)</b>
ARPA Grant 1222 adding federal budget	\$ 1,000,000	\$ (1,000,000)
Republic Parking passes at CBC	\$ 480	
<b>Water Distribution</b>	<b>\$ 16,980</b>	<b>\$ (10,022)</b>
Call Center Software Underbudget - Returning excess support to Enterprise funds		\$ (10,022)
Compressor truck replacement	\$ 16,500	
Republic Parking passes at CBC	\$ 480	
<b>Fleet Maintenance</b>	<b>\$ 187,960</b>	<b>\$ (187,960)</b>
Visitors Bureau Bus - passthrough to 5150 Tourism	\$ 187,960	\$ (187,960)
<b>TOTAL BUDGET AMENDMENTS (NEW SPENDING):</b>	<b>\$ 1,528,495</b>	<b>\$ (1,355,539)</b>

## PROJECT ROLLOVERS

	<u>Expense</u>
<b>Aquatics</b>	<b>\$ 898,619</b>
2210022002 - CFAC - New Starburst	\$ 28,520
2210022003 - CFAC - New Roof - Design	\$ 204,257
2210023002 - CFAC - New Leisure Pool Pump	\$ 8,000
2210024003 - PV Pool - Gutter Replacement	\$ 425,065
Transfer out to cover budgeted Project 2210022002 - CFAC - New Starburst	\$ 28,520
Transfer out to cover budgeted Project 2210022003 - CFAC - New Roof - Design	\$ 204,257
<b>Balefill</b>	<b>\$ 1,408,882</b>
2060021005 - Paint Solid Waste Buildings	\$ 56,000
2060021010 - Tree Farm & Green House Supplies	\$ 12,675
2060021012 - Miller House Upgrades	\$ 14,800
2060022005 - Pickup Truck Replacement	\$ 12,511
2060022032 - Old Landfill Remediation	\$ 500,000
2060023004 - Bale Haul Trucks	\$ 225,000
2060023015 - Solid Waste Asphalt Improvements	\$ 296,347
2060023018 - WTR & WWTR Svc lines Cmpst Bldg	\$ 47,000
2060023022 - Landfill Supervisor Truck	\$ 85,000
2060023033 - 5-Year Closed Balefill Mon & Rep	\$ 159,549
<b>Buildings and Structures</b>	<b>\$ 8,631,717</b>
2520020011 - City Hall Project SAFE Improvements	\$ 5,468,167
2520024006 - Replace Ford Wyoming Center Showers	\$ 27,973
Transfer out to cover budgeted Project 2520020011 - City Hall Project SAFE Improvements	\$ 3,128,552
Transfer out to cover budgeted Project 2230023003 - Accessible Walkway Fall Protection	\$ 7,025
<b>Cemetery</b>	<b>\$ 115,017</b>
1019121001 - Irrigation for existing Cemetery	\$ 28,432
1019122002 - Cemetery Mower - Unit 90965	\$ 51,845
1019123002 - Replace UTV/Sprayer 83293	\$ 34,740
<b>Customer Service</b>	<b>\$ 23,280</b>
1014122001 - Call Center Telephone System	\$ 23,280
<b>Engineering Division</b>	<b>\$ 4,752,785</b>
1015022003 - 12th St Improvements-CY to McKinley	\$ 19,133
1015022005 - Mariposa Blvd-Ridgecrest to Brkview	\$ 735,424
1015022006 - Poplar St Improvs - CY to Collins	\$ 1,045,542
1015023001 - Lake McKenzie Pathway	\$ 13,207
1015023013 - Bryan Stock Trl Cape Seal	\$ 157,410
1015023015 - Coffman Ave from Essex to 25th Stre	\$ 1,771,746
1015023016 - Westridge Improvements	\$ 901,393
1015023200 - Center St RR Underpass Painting	\$ 108,930
<b>Fire EMS Department</b>	<b>\$ 1,390,785</b>
1018020015 - RRT2 Hazmat SCBAs	\$ 105,838
1018021006 - 50 Replacement Portable Radios	\$ 12,495
1018021007 - Station 1 Breathing Air Compressor	\$ 85,500
1018021013 - Utility Terrain Vehicle (UTV)	\$ 50,850
1018021015 - Replace Fire CRR Vehicles (3)	\$ 144,259
1018022001 - St. 2 Sewer Service Replacement	\$ 30,000

	<i>Expense</i>
1018022002 - Brush 6 Replacement	\$ 175,000
1018022024 - RRT2 Winch Adapter Kit	\$ 2,219
1018023003 - Station 3 Steel Roof Replacement	\$ 62,252
1018023015 - Replace Chief/Captain Vehicles (3)	\$ 50,250
1018023028 - RRT2 F550 Crew Cab 4x4 Chassis	\$ 91,926
1018023039 - RRT2 Custom Body Escape Packs	\$ 109,000
1018023040 - RERT2 Hazmat and Comm. Equipment#21	\$ 31,400
1018023041 - RRT2 TechResc Gear #22	\$ 20,000
1018023042 - RERT2 USAR Training Grant #23	\$ 37,998
1018023044 - HMEP Grant FY22-24	\$ 63,082
Transfer out to cover budgeted Project 1018023044 - HMEP Grant	\$ 12,616
Transfer out to cover budgeted Project 1018021013 - Utility Terrain Vehicle (UTV)	\$ 50,850
Transfer out to cover budgeted Project 1018023015 - Replace Chief/Captain Vehicles (3)	\$ 50,250
Transfer out to cover budgeted Project 1018022002 - Brush 6 Replacement	\$ 175,000
Transfer out to cover budgeted Project 1018022001 - St. 2 Sewer Service Replacement	\$ 30,000
<b>Ford Wyoming Center</b>	<b>\$ 835,254</b>
2260021001 - South Walkway Replacement	\$ 648,865
2260021009 - Kitchen Equipment Replacement	\$ 75,444
2260021016 - Concession Equipment	\$ 31,000
2260022002 - Bypass System Replacement	\$ 75,000
2260022005 - Event Center Door Access Control	\$ 4,945
<b>Fort Caspar Museum</b>	<b>\$ 51,720</b>
1019223002 - Fort building roof repair	\$ 5,000
1019223003 - Carriage Shed roof repair	\$ 4,000
1019223004 - 5 File Cabinets for Ft. Caspar	\$ 16,860
Transfer out to cover budgeted Project 1019223003 - Carriage Shed roof repair	\$ 4,000
Transfer out to cover budgeted Project 1019223002 - Fort building roof repair	\$ 5,000
Transfer out to cover budgeted Project 1019223004 - 5 File Cabinets for Ft. Caspar	\$ 16,860
<b>Hogadon Ski Area</b>	<b>\$ 104,689</b>
2250022005 - Snowmaking Repair and Expansion	\$ 13,750
2250023001 - Replace Tracked ATV	\$ 10,347
2250023002 - Stain Wooden Beams	\$ 12,100
2250023004 - Lift Concrete at Hogadon Lodge	\$ 34,246
Transfer out to cover budgeted Project 2250023004 - Lift Concrete at Hogadon Lodge	\$ 34,246
<b>Ice Arena</b>	<b>\$ 35,031</b>
2230023003 - Accessible Walkway Fall Protection	\$ 35,031
<b>Information Systems</b>	<b>\$ 1,213,618</b>
1013223005 - Fiber Network Phase II	\$ 606,809
Transfer out to cover budgeted Project 1013223005 - Fiber Network Phase II	\$ 606,809
<b>Metro Animal Shelter</b>	<b>\$ 102,515</b>
1050021001 - Metro Animal Shelter Walking Path	\$ 7,540
1050024001 - Metro Generator	\$ 94,975
<b>Metropolitan Planning</b>	<b>\$ 375,959</b>
1160022008 - Casper Area Impact Fee Study FY22	\$ 1,632
1160022009 - East Evansville Trail Study FY 22	\$ 466
1160022010 - Garden Creek Trail Loop Study FY22	\$ 3,728
1160022011 - Bar Nunn Streetscape Plan FY22	\$ 145
1160022012 - Western Gateway Corridor Phase 1	\$ 127,252

	<i>Expense</i>
1160023004 - Small Program Support FY23	\$ 1,651
1160023005 - FY23 Traffic Counts	\$ 100
1160023007 - Evansville Texas Street Extension	\$ 79
1160023008 - Mills Platte River Trail Connectivi	\$ 32,691
1160023009 - Transit Electric Fleet Study	\$ 33,215
1160023010 - FY23 MPO Travel Demand Model Project	\$ 25,000
1160023011 - Westwinds Extension & Land Use	\$ 2,061
1160023012 - Non-Motorized Travel Counts	\$ 18,000
1160023015 - North Platte River Park No 2 Simple	\$ 9,825
1160023016 - Miscellaneous MPO Project	\$ 6,288
1160024006 - LONG RANGE TRANSPORTATION PLAN	\$ 113,826
<b>Municipal Golf Course</b>	<b>\$ 834,578</b>
2220021015 - Muni Cart Path Improvements	\$ 23,400
2220022018 - Driving range ball dispenser	\$ 11,488
2220023022 - 70 - Golf Cart fleet replacement	\$ 399,845
Transfer out to cover budgeted Project 2220023022 - Golf Cart fleet replacement	\$ 399,845
<b>Parking</b>	<b>\$ 7,956</b>
2270024002 - Parking Structure Drainage Imps	\$ 7,956
<b>Parks</b>	<b>\$ 3,373,338</b>
101902015 - V.A. Reservoir Dog Park	\$ 19,261
1019021201 - Poplar St. & 1st St. Enhancements	\$ 588,991
1019022027 - PV to Robertson Road Bridge -Constr	\$ 1,538,179
1019023001 - Replace Toro Zero Turn mower	\$ 44,000
1019023005 - City Wide Baseline Central Control	\$ 170,937
1019023006 - PRTT FY23 Trail Maintenance	\$ 14,500
1019023011 - Replace City Park Playground	\$ 186,962
1019023012 - Replace Playground at Meadowlark	\$ 106,962
1019023015 - Highland Pickle Ball Resurfacing	\$ 108,817
1019023017 - Landscape Boulderling Park	\$ 30,000
1019023019 - Playground Fall Material	\$ 48,852
1019023020 - Replace Pump and Motor at Crossroad	\$ 22,916
1019024005 - Replace 84023 Ford Pickup Truck	\$ 59,904
1019024015 - Washington Park Revival Phase 2	\$ 50,000
1019025002 - Replace Air Compressor 83261	\$ 90,096
Transfer out to cover budgeted Project 1019023015 - Highland Pickle Ball	\$ 108,817
Transfer out to cover budgeted Project 1019023005 - City Wide Baseline Control	\$ 170,937
Transfer out to cover budgeted Project 1015023001 - Lake McKenzie Pathway	\$ 13,207
<b>Police Administration</b>	<b>\$ 3,840,291</b>
1017021002 - Spillman Arrest Module	\$ 38,000
1017021013 - New Police Station	\$ 1,232,057
1017021029 - 2 Marked F150s	\$ 29,928
1017021030 - 1 Marked Hybrid	\$ 31,467
1017021031 - 6 Marked SUVs	\$ 66,307
1017022007 - Purchasing 5 marked units	\$ 156,228
1017022009 - Marathon Impound Lot	\$ 227,414
1017022023 - State Seizures (Continuous)	\$ 30,000
1017023005 - Bearcat	\$ 177,210
1017023011 - 18 Marked Units	\$ 1,410,116
1017023012 - 4 Unmarked Units	\$ 33,712
1017023013 - Canine purchase - bomb dog Homeland	\$ 16,004

	<i>Expense</i>
1017023019 - FY23 Federal DUI Enforcement WHVA	\$ 37,304
1017023020 - FY23 Fed Non DUI Enforcement WHVE	\$ 30,198
1017023023 - Mobile Field Force Unit Equipment	\$ 32,000
1017023024 - FY20 JAG Equipment Procurement	\$ 6,206
1017023027 - Mental Health Support - LE/1st Resp	\$ 78,484
1017023028 - Dual Purpose Canine BJA 2022	\$ 30,446
Transfer out to cover budgeted Project 1017023005 - Bearcat	\$ 177,210
<b>Public Safety Communications</b>	<b>\$ 203,482</b>
1170021002 - Mobile Command Vehicle Upgrades	\$ 146,008
1469 - T1EthernetConversion	\$ 57,474
<b>Public Transit</b>	<b>\$ 498,106</b>
1150021003 - DOOR TO DOOR DISPATCHING UPGRADE	\$ 226,152
1150021005 - Transit Bus Wrap Project	\$ 49,775
1150022001 - CATC ADA High Top Van	\$ 72,000
1150022004 - RESCUE MISSION BUS SHELTER	\$ 11,329
1150023002 - Transit Employee Parking Lot	\$ 54,881
1150023004 - Transit Shelters	\$ 10,396
Transfer out to cover budgeted Project 1150023004 - Transit Shelters	\$ 2,026
Transfer out to cover budgeted Project 1150022004 - Rescue Mission Bus Shelter	\$ 2,266
Transfer out to cover budgeted Project 1150022001 - Transit ADA High Top Van	\$ 14,400
Capital Fund Transfer Out - Transit Employee Parking Lot	\$ 54,881
<b>Recreation Center</b>	<b>\$ 128,248</b>
2240023002 - Replace CRC Commercial Dryer & Wash	\$ 15,000
2240023010 - Rec Center camp improvements	\$ 113,248
<b>Refuse Collection</b>	<b>\$ 1,750,905</b>
2050021017 - Tree Farm Trees & Maintenance	\$ 12,389
2050022001 - Roll-Off Truck Replacement	\$ 186,686
2050022009 - Recycle Depot Improvements	\$ 21,721
2050022016 - Front Load Garbage Truck Replacemen	\$ 590,142
2050022017 - Side Load Garbage Truck Replacement	\$ 721,242
2050022024 - FY 22 Pickup Truck Replacement	\$ 24,222
2050023001 - Pickup Truck Replacement	\$ 55,000
2050023002 - Enclose N Wash Bay of Truck Barn	\$ 20,000
2050023004 - Recycle Truck-Replace Chassis	\$ 119,503
<b>River Fund</b>	<b>\$ 319,598</b>
1061022001 - Izaak Walton River Project	\$ 319,598
<b>Streets</b>	<b>\$ 7,872,235</b>
1015117072 - Poplar and 1st St. Intersection	\$ 1,588,851
1015121214 - Midwest - Walnut to Poplar	\$ 3,225,534
1015121223 - I25 Casper Marginal Proj No 21-027	\$ 222,635
1015123006 - East 21st Street Improvements	\$ 157,321
1015123008 - College Drive Improvements	\$ 734,205
1015123009 - East 2nd Street Cape Seal - Hat Six	\$ 345,481
1015123011 - 2022 Standard Specifications Update	\$ 5,068
1015123017 - D Street Improvements	\$ 75,000
101523017 - 12th St Cape Seal	\$ 405,100
1401 - Wolf Creek Road Improvements	\$ 801,336
Transfer out to cover budgeted Project 1015123017 - D Street Improvements	\$ 75,000



	<i>Expense</i>
Transfer out to cover budgeted Project 1015121214 - Midwest - Walnut to Poplar	\$ 236,704
<b>Wastewater Collections</b>	<b>\$ 1,635,500</b>
2030022005 - FY22 Misc Sewer Main Replacement	\$ 868,500
2030023004 - Pickup Truck Replacement	\$ 40,000
2030023005 - FY23 Misc Sewer Main Replacement	\$ 727,000
<b>Wastewater Treatment Plant</b>	<b>\$ 2,030,789</b>
2040023001 - Bar Nunn #1 Lift Station Generator	\$ 90,000
2040023005 - FY23 Dewatering Building HVAC Repla	\$ 132,919
2040023007 - Concrete Repairs	\$ 25,000
2040023008 - Secondary Rehab Phase 2	\$ 1,431,379
2040023011 - Utility Cart Replacement	\$ 15,000
2040023012 - DAFT Pressure Tank	\$ 40,000
2040023015 - AB Blower Control Upgrade	\$ 150,000
2040023016 - AB Basin Cleaning and Diffuser Repl	\$ 71,491
2040023017 - Skidsteer Replacement	\$ 75,000
<b>Water Distribution</b>	<b>\$ 3,293,269</b>
2010021014 - Water Garage Meter Building	\$ 861,010
2010022001 - FY22 Misc Water Main Replacements	\$ 691,210
2010022012 - Compressor Truck Replacement	\$ 62,200
2010023001 - FY23 Misc Water Main Replacements	\$ 1,593,000
2010023014 - FY23 Water Line Materials	\$ 85,849
<b>TOTAL PROJECT ROLLOVERS:</b>	<b>\$ 45,728,166</b>

## PURCHASE ORDER ROLLOVERS

	<u>Expense</u>
<b>Animal Control</b>	<b>\$ 119,192</b>
1017123002 - 3 Metro Trucks	\$ 119,192
<b>Fire EMS Department</b>	<b>\$ 27,760</b>
1018022025 - RRT2 Equipment and Supplies Grant	\$ 14,780
1018023004 - Annual Turnout Gear Replacements	\$ 12,980
<b>Municipal Golf Course</b>	<b>\$ 45,500</b>
2220021006 - JD Pro Gator 2030 (082230) replace	\$ 45,500
<b>Property Insurance</b>	<b>\$ 71,195</b>
1693 - Replacement of PD Fleet Vehicle	\$ 66,595
2540022002 - CRC Sign Replacement	\$ 4,600
<b>Recreation Center</b>	<b>\$ 1,653</b>
2240023009 - Recreational Fitness Area	\$ 1,653
<b>Refuse Collection</b>	<b>\$ 12,822</b>
2050022012 - Repair Construction Containers	\$ 12,822
<b>Streets</b>	<b>\$ 850,656</b>
1015121003 - Streets Unit 70797 Tandem Axle Dump	\$ 192,748
1015121007 - 70980 Sterling Tandem Axle	\$ 192,748
1015123001 - 70981 Tandem Axle Plow/Sander	\$ 232,580
1015123002 - 70986 Tandem Axle Plow/Sander	\$ 232,580
<b>Wastewater Collections</b>	<b>\$ 88,075</b>
2030022004 - Service Truck Replacement	\$ 81,276
2030023007 - Vactor Decant Pump	\$ 6,799
<b>Water Distribution</b>	<b>\$ 411,035</b>
2010021009 - F-550 Hydraulic/Crane Truck Replace	\$ 55,810
2010021010 - Sterling Tandem Axle Dump Truck	\$ 134,854
2010023007 - Backhoe Replacement	\$ 213,221
2010023009 - Power Mole Boring Machine	\$ 7,150
<b>Weed &amp; Pest</b>	<b>\$ 86,003</b>
1100022001 - Replace Pickup 83251	\$ 86,003
<b>TOTAL ROLL OF EXISTING PURCHASE ORDERS</b>	<b>\$ 1,713,891</b>

**CONTRACT ROLLOVERS**

	<i>Expense</i>	
	\$	1,276,959
<b>Balefill</b>	\$	<b>1,276,959</b>
2023 CRL Survey	\$	10,125
21-012 CRL Cell 1 Close and Cell 5 Build	\$	16,577
21-019 SW Planning and airspace	\$	34,109
Baler Bag Procurement	\$	70,556
Baler Bag Testing	\$	305
Cell 5 Construction (Earthwork)	\$	294,148
Cell 5 Construction (Geosynthetics)	\$	82,171
Cell 5 leachate controls	\$	83,270
Compost Concrete Blocks	\$	79,870
CRL GPS Connectivity Upgrades Study	\$	1,967
CRL Permit Amendment Project 19-010	\$	2,371
Environmental Closed Balefill Monitoring & Reporti	\$	86,357
Gems S028501 - Electronic Waster Recycling	\$	16,310
Gems S028759-5-Year Air Emission Mon./Rep. 18-004	\$	11,435
Gems S028766 - SWF & CSC Stormwater/Spill Plan	\$	8,936
Gems S028782 - CRL Annual mon/reporting	\$	2,448
Gems S028998-CRL Monitoring & Reporting 19-005	\$	41,920
GemsS028749-OP/Mnt/mon srvcs gas collection 17-043	\$	132,599
GolderWatch SCADA System For Gas and Leachate	\$	14,565
Installation of Leachate Force Main (Cell5)	\$	28,600
Leachate Control Panel	\$	3,110
PSC Peak CQA CRL Cell 5 Const	\$	59,186
Repair waste baler ejection cylinder & ongoing mai	\$	12,000
RMP Gen Serv Contract 8200809 CRL	\$	62,716
Scale House Renovation and Enclose N Truck Brn Was	\$	16,371
Solid Waste CRL Electrical Services Upgrades	\$	81,070
Solid Waste Thermal and Electrical Service Upgrade	\$	675
SW Monitoring Ntwrk Upgrds & CRL Cell Proj 20-016	\$	13,234
Ten (10) Diesel Fuel Shipments	\$	626
Old Landfill Remediation - Metro Road	\$	9,332
<b>City Council</b>	\$	<b>13,000</b>
Council Chambers - The Lyric	\$	13,000
<b>City Manager</b>	\$	<b>278,507</b>
Design of Paradise Valley to Robertson Road Trail	\$	1,156
Redesigning Russin sculpture	\$	12,170
Transfer out to cover budgeted Project 1011123001 - Redesigning Russin Sculpture	\$	12,170
1% #16 Funding Nicolaysen Art Museum	\$	253,011
<b>Engineering Division</b>	\$	<b>6,836</b>
EngCA for Industrial Ave Elm to David	\$	1,032
Industrial Avenue 19-068 - Construction Admin	\$	3,102
Industrial Avenue Elm-David Construction 21-055	\$	2,703
<b>Fire EMS Department</b>	\$	<b>8,562</b>
Dr. Colgan (Emergency Medical Physicians) Contract	\$	200

	<i>Expense</i>
Dr. Selde Medical Director Contract	\$ 899
Fire Department Uniforms	\$ 128
Fire Station 1 Drywall Repair and Painting	\$ 540
Fire Station No. 1 Asbestos Abatement	\$ 250
Medical Direction for Casper Fire-EMS	\$ 550
PSTrax PPE Inspection Software	\$ 2,500
TERP Consulting (Fire Protection Engineering) 1	\$ 3,495
<b>Ford Wyoming Center</b>	<b>\$ 153,637</b>
Ford Wyoming Center Fire Alarm Upgrades - Phase II	\$ 152,187
Engineering For FWC Work	\$ 1,450
<b>Information Systems</b>	<b>\$ 188,986</b>
Converge One Blade Server Upgrade Project	\$ 188,986
<b>Parks</b>	<b>\$ 6,618</b>
Design of Athletic Fields Lighting Replacements	\$ 6,618
<b>Police Administration</b>	<b>\$ 17,840</b>
Gems S028675 - Comp analysis of Police Dept.	\$ 17,840
<b>Recreation Center</b>	<b>\$ 20,040</b>
Washington Park Restroom Upgrades	\$ 20,040
<b>River Fund</b>	<b>\$ 64,808</b>
1st St. Environmental Inspection	\$ 12,069
1st. St. Environmental Inspection - Stantec	\$ 46,763
NPRR 1st Street Reach Boat Ramp and Pathway	\$ 5,275
Riparian vegetation plan/RFP/Specs-N.Platte Rvr	\$ 100
Vegetation and Soil Survey	\$ 601
<b>Streets</b>	<b>\$ 348,162</b>
Gems S028465 - K STREET REHAB PH 2	\$ 39,124
Gems S028919 - I-25 & Casper marginal beaut 18-044	\$ 34,994
GemsS028990-I-25 & Casper marginal 18-044	\$ 22,918
K St Imp-St Mary-Bryan Stk Engineering	\$ 126,658
Luminaire Services FY21-24	\$ 5,248
Midwest Elm to Walnut Construction	\$ 119,221
<b>Wastewater Treatment Plant</b>	<b>\$ 225,072</b>
Gems S028763 - WWTP DIGESTER BOILER INSTALL 17-068	\$ 2,019
N Platte Sanitary Sewer Rehab 20-015	\$ 104,820
WWTP Digester Boiler Build	\$ 38,170
WWTP Operations Building Transformer Replacement	\$ 80,063
<b>Water Distribution</b>	<b>\$ 189,356</b>
2023 CPU Asphalt Repair	\$ 147,027
Renegotiation of Water Storage Agreement	\$ 17,511
Water Rights Supply and Studies	\$ 24,818
<b>Total Contract Rollovers</b>	<b>\$ 2,798,382</b>

September 6, 2023

**MEMO TO:** J. Carter Napier, City Manager *JCN*  
**FROM:** Jolene Martinez, Assistant to the City Manager  
**SUBJECT:** Wyoming Association of Municipalities Legislative Agenda 2024

**Meeting Type & Date**

Work Session  
September 12, 2023

**Action type**

Council direction

**Recommendation**

That Council authorize staff to advocate for the Wyoming Association of Municipalities Legislative Resolutions for the upcoming Wyoming Legislative session.

**Summary**

Annually, Council reviews the Wyoming Association of Municipalities' legislative resolutions and authorizes staff advocacy on the WAM legislative topics. At the WAM summer convention, seven legislative topics presented as WAM Resolutions were passed as 2024 WAM legislative topics:

- Allowing municipalities with small systems and limited populations to subsidize water and sewer systems
- Assessing liens and assessments to recover municipal expenses for abating nuisance and dangerous buildings
- Allowing a real estate transfer tax
- Stimulating action on workforce housing
- Amending state statute to set fees for retail liquor licenses at a fair market value
- Granting municipalities authority to condemn abandoned property on private real property
- Setting records retention policy

In addition to the WAM legislative resolutions, staff is recommending Casper work on legislation that would make transporting unhoused, criminal, or mentally ill people to other cities without prior arrangements illegal.

The upcoming session is a budget session, and it will take a two-thirds majority to pass legislation. Nevertheless, staff has been following these issues and recommends Council authorize staff to advocate for the WAM issues and the illegal transportation issue during the interim and the 2024 legislative session.

**Attachments**

WAM Resolutions

**Financial Considerations**

No cash outlay from the City will be required, though it will require City staff time.

**Oversight/Project Responsibility**

Jolene Martinez, Assistant to the City Manager

**WAM RESOLUTION NO. 23-01**

**A RESOLUTION OF THE WYOMING ASSOCIATION OF MUNICIPALITIES RELATING  
TO THE 68th ANNUAL CONVENTION IN CODY, WYOMING, JUNE 2023**

**WHEREAS**, the 2023 Annual Convention of the Wyoming Association of Municipalities (WAM) on June 7-9, 2023, in Cody, Wyoming has proven to be an outstanding session focusing on the education of elected officials and municipal staff members and enhancing the tools available to them in order to provide the best service to their communities; and

**WHEREAS**, the success of this Convention is due in large measure to the generous contribution of time, effort and resources on the part of the staff and sponsors who hosted, planned, and arranged logistics and activities of the 2023 WAM Annual Convention.

**NOW, THEREFORE, BE IT RESOLVED** by the Wyoming Association of Municipalities on this 9th day of June 2023, in Cody, Wyoming that the Association gratefully extends its appreciation to every person and organization in Cody and the WAM Staff who devoted time, effort and resources in the planning, arranging, providing and presenting of the programs and activities of the 68th Annual WAM Convention.

Wyoming Association of Municipalities

By



WAM President Matt Hall

**WAM RESOLUTION NO. 23-04**

**A RESOLUTION REQUESTING LEGISLATIVE ACTION TO ALLOW MUNICIPALITIES WITH SMALL SYSTEMS AND LIMITED POPULATIONS TO SUBSIDIZE WATER AND SEWER SYSTEM COSTS**

**WHEREAS**, according to W.S. 15-7-407, directs that all water and sewer systems' costs of operation, debt service, and depreciation be covered by customer charges; and

**WHEREAS**, many communities in Wyoming have a very small customer base from which to collect those charges; and

**WHEREAS**, regulatory compliance and inflation have increased the costs of maintaining said water and sewer significantly over the years, causing those systems to establish rates which create a substantial financial burden on those systems with few customers available; and

**WHEREAS**, most cities and towns have funds available that could offset some of the rise in costs of operating those systems, thus providing relief to residents who are being overburdened by high water and sewer rates;

**NOW, THEREFORE, BE IT RESOLVED**, the Wyoming Association of Municipalities supports legislation to allow exceptions to W.S. 15-7-407, particularly for municipalities with small or very small systems.

Wyoming Association of Municipalities

By: \_\_\_\_\_

WAM President Matt Hall

**WAM RESOLUTION NO 23-05**

**A RESOLUTION ADVOCATING FOR LEGISLATION TO CLARIFY THE LIEN AND ASSESSMENT PROCESS BY WHICH MUNICIPAL EXPENSES FOR ABATING NUISANCES AND DANGEROUS BUILDINGS MAY BE RECOVERED.**

**WHEREAS**, the Wyoming Association of Municipalities (WAM) to support and advocate that the State Legislature enact legislation to clarify the lien process for assessing municipal expenses for abating nuisances and dangerous buildings; and

**WHEREAS**, Wyoming State Statute §15-1-103 permits cities to abate dangerous buildings; and

**WHEREAS**, Wyoming Statute §15-1-119 permits Municipalities to adopt any national building code which includes but is not limited to the 1997 Uniform Code for the Abatement of Dangerous Buildings; and

**WHEREAS**, the 1997 Uniform Code for the Abatement of Dangerous Buildings Section 905.1, provides authority for the legislative body of this jurisdiction to thereupon order that said [costs] shall be made a personal obligation of the property owner or assess said [cost]s against the property involved;

**WHEREAS**, the 1997 Uniform Code for the Abatement of Dangerous Buildings Section 905.3, provides that the legislative body of this jurisdiction orders that [costs] shall be assessed against the property, it shall confirm the assessment roll, and thereafter said assessment shall constitute a special assessment against and a lien upon the property; and

**WHEREAS**, many other municipalities across the state are facing another economic downturn and reduction in direct and indirect funding streams, the need to recoup these abatement costs is more vital than ever before; and

**WHEREAS**, the property is enriched by the removal and abatement of the dangerous conditions and/or dangerous buildings; and

**WHEREAS**, this abatement shouldn't be wholly funded by public funds without a clear process in place for municipalities to recoup these abatement costs; and



**WHEREAS**, municipalities are created statutorily and all rights are enabled through legislation and Wyoming State Statutes are silent regarding this special lien assessment relief; and

**WHEREAS**, Wyoming Statutes do not succinctly provide either a lien procedure or an assessment process on the real property involved thus hindering Municipalities ability to recoup expenses incurred by Municipalities as a result of abating nuisances and dangerous buildings; and

**WHEREAS**, the WAM forwarded House Bill Number HB0135 (attached hereto and incorporated herein as "Exhibit 1") to the State Legislature for the 2023 Legislative Session but said bill was not brought to the floor.

**NOW, THEREFORE, BE IT RESOLVED** by the Wyoming Association of Municipalities supports and advocates for Wyoming legislation to clarify the lien and assessment process by which municipal expenses for abating nuisances and dangerous buildings may be recovered.

Wyoming Association of Municipalities

By: \_\_\_\_\_



WAM President Matt Hall

June 9, 2023

**WAM RESOLUTION NO. 23-06**

**A RESOLUTION SUPPORTING ALLOWANCE OF A  
REAL ESTATE TRANSFER TAX**

**WHEREAS**, many municipalities in Wyoming are struggling to address the operating needs of their communities through existing taxing methods; and

**WHEREAS**, citizens of municipalities appreciate when additional tax revenues can be used to fund local priorities such as maintenance of infrastructure or workforce housing; and

**WHEREAS**, citizens of Wyoming value self-sufficiency and resources specific to one area of the state such as a real estate transfer tax, which could have a huge impact in certain localities, should be able to be levied and utilized to support the government and citizens in that jurisdiction; and

**WHEREAS**, the state's current tax code does not allow for this flexibility, so Towns, Counties, and the State of Wyoming have missed collections on billions in real estate sales in the last few years; and

**WHEREAS**, localities levying such taxes could develop diversified revenue streams and allocate location-specific exempt sales prices.

**NOW, THEREFORE, BE IT RESOLVED** that the Wyoming Association of Municipalities supports, and urges the State of Wyoming to support, more flexibility for localities to levy taxes that make sense within their jurisdictions to be utilized for community priorities.

Wyoming Association of Municipalities

BY:  \_\_\_\_\_

WAM President Matt Hall

June 9, 2023

**WAM RESOLUTION NO. 23-07**

**A RESOLUTION URGING THE WYOMING ASSOCIATION OF MUNICIPALITIES TO  
CONTINUE LEADING STATEWIDE EFFORTS FOR ACTION ON WORKFORCE  
HOUSING**

**WHEREAS**, in 2022 The Wyoming Association of Municipalities (WAM) initiated a discussion about our state's housing crisis to collaborate with the legislature and other stakeholders to find solutions for the current housing crisis in Wyoming; and

**WHEREAS**, WAM surveyed member communities about the current state of housing challenges and heard from forty-eight municipalities the majority of which indicated experiencing housing shortages; and

**WHEREAS**, 72% of respondents indicated that a lack of available workforce housing was hurting efforts to attract or grow business in their communities; and

**WHEREAS**, 64% of respondents indicated that it is more difficult to hire and retain Municipal employees because of the lack of workforce housing; and

**WHEREAS**, 90% of communities stated they would participate if the state chose to invest in housing and a majority shared that municipalities need the state's help on workforce housing.

**NOW, THEREFORE, BE IT RESOLVED** that WAM supports and will continue to push for statewide review and action on the range of workforce housing challenges Wyoming's communities are facing.

Wyoming Association of Municipalities

BY:   
\_\_\_\_\_

WAM President Matt Hall

June 9, 2023

**WAM RESOLUTION NO. 23-09**

**A RESOLUTION TO AMEND STATE STATUTE TO SET FEES  
FOR RETAIL LIQUOR LICENSES AT A FAIR MARKET VALUE**

**WHEREAS**, Retail Liquor Licenses are sold by municipalities for \$1,500, a fee set by the state; and

**WHEREAS**, it costs less to hold a Retail Liquor License than any other type of Liquor License in the state of Wyoming; and

**WHEREAS**, charging a fair market value for Retail Liquor Licenses, and establishing a scale that acknowledges the different type of businesses covered by each type of license would provide clarity for local businesses; and

**WHEREAS**, a sliding fee scale for all Liquor Licenses would also benefit Wyoming's cities and town; and

**WHEREAS**, the current system is inequitable for local government and different types of businesses.

**NOW, THEREFORE, BE IT RESOLVED** that the Wyoming Association of Municipalities supports legislation to change state statute to develop a system based on fair market value of Retail Liquor Licenses and the establishment of a sliding scale for liquor licenses overall.

Wyoming Association of Municipalities

BY: 

WAM President Matt Hall

June 9, 2023

**WAM RESOLUTION NO. 23-11**

**A RESOLUTION TO GRANT MUNICIPALITIES THE AUTHORITY TO CONDEMN  
ABANDONED PROPERTY ON PRIVATE REAL PROPERTY.**

**WHEREAS**, municipalities in Wyoming have problems relating to the ability of municipalities to enforce zoning and public health ordinances on abandoned property located on private land, and

**WHEREAS**, many of the privately owned properties are owned by persons residing out of state and are unresponsive to communication attempts by the municipalities; and

**WHEREAS**, many of the properties have abandoned structures, mobile homes, or vehicles; and

**WHEREAS**, whereas many of the abandoned properties act as a nuisance and create a safety hazard to the community; and

**WHEREAS**, the current law of the State of Wyoming does not specifically allow for the condemnation of abandoned property, on private real property, which is causing a nuisance and poses safety concerns to the public.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF SHOSHONI THAT:** The Wyoming Association of Municipalities supports such legislation as may be necessary to provide the authority to a municipality to create a lien, allow for the condemnation and removal abandoned buildings, mobile homes, and/or vehicles posing a nuisance and safety hazard to the community.

Wyoming Association of Municipalities

BY:  \_\_\_\_\_

WAM President Matt Hall

## **WAM RESOLUTION NO. 23-13**

### **A RESOLUTION SETTING RECORDS RETENTION POLICY**

**WHEREAS**, Wyo. Statute Section 9-2-410 (2005), as amended, provides that all public records, including those of the political subdivision, are the property of the state and shall be preserved, stored, transferred, destroyed, or disposed of only in accordance with Wyo. Statute Sections 9-2-405 through 9/2/413, and

**WHEREAS**, all records are declared to be public property and the handling of such records contrary to the above referenced statutes is prohibited, and

**WHEREAS**, Wyoming Statute Section 9-2-410 states: "All public records are the property of the state. They shall be delivered by outgoing officials and employees to their successors and shall be preserved, stored, transferred, destroyed, or disposed of only in accordance with Wyo. Statute Sections 9-2-405 through 9/2/413." These statutes and the Municipal Code provide authority to develop and maintain a records management system that will effectively and efficiently ensure the safety, maintenance, preservation, and disposition of records developed by certain agencies.

**WHEREAS**, the citizens have a right to expect efficient and cost effective government, and the management of records is necessary for the economic operation. Preservation of records of permanent value is mandatory to provide citizens with information concerning historical and operational data. The establishment of uniform standards and procedures for the maintenance, preservation, microfilming or other disposition.

**WHEREAS**, the governing body hereby declares its support of the efforts to establish and adopt a records management program for the orderly and efficient retention, retrieval and disposition of records. The creation of a records program will be administered pursuant to legal, fiscal, administrative, and archival requirements and in accordance with state law. The State of Wyoming Records Management Manual shall be adopted as its records management manual, where applicable.

**WHEREAS**, the records retention program will release space and reduce the need for storage and filing equipment; establish an efficient retrieval operation for both active and inactive municipal records; provide for routine disposition of paperwork; maintain security over municipal records; secure a central records storage facility which can be operated and maintained by records management staff; and ensure compliance with state law.

**NOW, THEREFORE BE IT RESOLVED**, the Wyoming Association of Municipalities adopts the records retention policy.

Wyoming Association of Municipalities

BY:  \_\_\_\_\_

WAM President Matt Hall

June 9, 2023