

# INFORMATION PACKET

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Friday, August 30, 2019



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

# The Grid

A working draft of Council Meeting Agendas

September 3, 2019

Councilmembers Absent:

	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
<b>Regular Council Meeting Agenda Items</b>					
<b>C = Item is on Consent      N = Item is not on Consent</b>					
Pre-Meeting: Distribution of August 27 Executive Session Minutes					
Pre-Meeting: Property Management LifeSteps Phase II					
Approval of August 20 Regular Session, August 27 Special Session, and August 27 Executive Session Minutes					
Bright Spot - Proclamation for Star Spangled Banner Day/Constitution Week					
Establish September 17, 2019 as the Public Hearing Date for a New Restaurant Liquor License No. 41 for El Burro Loco, LLC d/b/a El Burro Loco, Located at 2333 East Yellowstone Highway.	C				
Public Hearing: Approving a Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.		N			
Public Hearing: Demolition Report and Levying Lien Against Real Property Located at 1129 East C Street.		N			
3rd Reading: Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox.			N		
3rd Reading: Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street.			N		
3rd Reading: Amending Chapter 8.04 - Businesses Affecting Public Health of the Casper Municipal Code.			N		
2nd Reading: Approving the City-initiated Annexation of the Green Valley Mobile Home Park, Comprising 14-Acres, More or Less, Located at 2760 South Robertson Road			N		
Approving the City of Casper's Title VI Program as Required by the Department of Transportation for Federal Transportation Assistance and Authorized by the Civil Rights Act of 1964, 42 U.S.C. §2000D ET SEQ.				C	
Authorizing a Contract between the Casper Area Metropolitan Planning Organization (MPO) and RDG IA Inc. DBA RDG Planning & Design for a Casper Area Wayfinding Master Plan in an Amount of \$100,000.				C	
Authorizing Change Order No. 1 with Western Plains Landscaping, LLC for a Price Increase of \$38,186, and a Time Extension of 167 Days for the Solid Waste Facility Landfill Compactors Storage Building Project.				C	

Authorizing a Contract for Outside-City Sewer Service with MG Real Properties, LTD.				C	
Authorizing a Contract with ConvergeOne, Inc. to Upgrade the Existing 911 Phone System and Provide Five Year Maintenance Coverage on Software and Hardware.				C	
Authorizing the Purchase of One (1) New Bobcat Gas Mower, from Midland Implement, Billings, Montana, in the Total Amount of \$10,093, for Use by the Water Distribution Garage of the Public Services Department.				C	
Executive Session - Personnel Items & Property Acquisition					

**September 10, 2019**

**Councilmembers Absent:**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Wyoming 211	Information Only	10 min	4:35
Green Valley - Annexation Status Report (Memo Due - Liz Becher)	Move Forward for Approval	10 min	4:45
Memorials, Donations, and Sponsorship Policy (Memo Due - John Henley)	Direction Requested	20 min	5:05
Parades & Special Event Guide (Memo Due - John Henley)	Direction Requested	40 min	5:25
Agenda Setting		20 min	6:05
Legislative Review		10 min	6:25
Council Around the Table		10 min	6:35
Approximate Ending Time:			6:45

**September 17, 2019**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
Pre-Meeting: Distribution of September 3 Executive Session					
Bright Spot - Census 2020					
Establish October 1, 2019 as the Public Hearing Date for Consideration of A Resolution Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations for the City of Casper.	C				
Public Hearing: Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the Green Valley Mobile Home Park, Complies with W.S. 15-1-402. 1. Resolution 2. Third Reading Ordinance Approving Annexation, and Zoning of the Green Valley Mobile Home Park.		N	N		
Public Hearing: Sale and Terms of the Sale and Transfer of Ownership of the Real Property, Generally known as the "Former Plains Furniture Property" and More Particularly Described as: Lots 16, 17, 18, 19, 23, 24, 25, 26, 27, 28, 29, 30, 31, and 32 of Block 1 of the City of Casper Addition, Casper, Natrona County, Wyoming.		N			

Public Hearing: New Restaurant Liquor License No. 41 for El Burro Loco, LLC d/b/a El Burro Loco, Located at 2333 East Yellowstone Highway.		N		
2nd Reading: Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.			N	
Approving a Contract for Mills Main Street Corridor Study and Plan in an Amount not to Exceed \$74,892.				C
Authorizing a Time Extension of Three Months to the Contract between the Casper Area Metropolitan Planning Organization and Nelson/Nygaard Consulting Associates, Inc. for the Casper Area Long Range Transportation				

**September 24, 2019**

**Councilmembers Absent: Powell**

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Allotted Time</b>	<b>Begin Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Health Department Discussion	Information Only	20 min	4:35
Boys & Girls Club Skate Park	Direction Requested	20 min	4:55
Downtown Parking Study Implementation	Direction Requested	30 min	5:15
City Hall S.A.F.E. Project	Direction Requested	30 min	5:45
Finance Policies Phase 2 - Procurement, Change Orders, and Recapture	Move Forward for Approval	20 min	6:15
Agenda Setting		20 min	6:35
Legislative Review		10 min	6:55
Council Around the Table		10 min	7:05
Approximate Ending Time:			7:15

**October 1, 2019**

**Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
C = Item is on Consent      N = Item is not on Consent					
3rd Reading: Vacation and Replat Creating Johnny J's Addition, a Subdivision Agreement, and a Zone Change of Said Addition to C-2 (General Business), Located at 1705 East 2nd Street.	C				
Public Hearing: Resolution Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations for the City of Casper.		N			

## Proposed Work Session Agenda Items

Item	Proposed Date	Estimated Time	Notes
Property Code Revisions	October 22, 2019	40 min	Anytime after March 2019
Parking on the Parkways		30 min	Anytime after January 2019
David Street Station 501(c)(3)		30 min	Anytime after January 2019
Dog Parks			After Summer 2019
Property Tax Structure/Revisions			
Leash Laws			Anytime after December 2019
Speed Limits/Light running	Early Fall 2019		
Citizen Presentation - Vehicle Licensing - Maddie Booth			Prior to Legislative Session


Staff Suggested Items:			
Sign Code Revisions	November 12, 2019	60 min	Anytime after April 2019
Limo Amendment			
Towing Resolutions			
Results of Police Station Assessment			
Golf Pro RFP			Sept/Oct 2019
Health Plan - Residual Balance			After January 2020
Historic Preservation Strategic Plan - Final Presentation	October 22, 2019		
LAD Request for Jade & Arrowhead			
Neighborhood/Infrastructure Redevelopment (Goal 1)			

### Future Council Meeting Items

February 18, 2020 Mr. Robert Hildebrand - 100 year celebration (Mayor of Casper in 1967)
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### Tabled

Amending Chapter 10.72 - Article I - Parades of the Casper Municipal Code	Tabled on 1st Reading August 6, 2019
Resolution - Rescinding Resolution No. 18-259 and Adopting Revised Special Event Guide and Policy and Application and Fees for Special Events.	Tabled on August 6, 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 	2  <i>City Offices Closed</i>	3  <div>6:00p-Council Meeting</div>	4  11:30a-Drug Court (Huber) 5:30p-Platte River Restoration Advisory Committee (Pacheco)	5  7:00p-Youth Empowerment (Pacheco)	6	7
8	9  5:00 p.m. - CNFR (Freel, Cathey) 8:30a-Historic Preservation (Bates)	10  <div>4:30p-Council Work Session</div>	11   11:30a-DDA (Powell) 6:00p-Amoco Reuse JPB (Hopkins)	12  7:00a-CAEDA (Powell) 4:30p-Leisure Services Board (Huber) 7:00p-Youth Empowerment (Pacheco)	13  11:30a-Chamber Coordination/ Infoshare (None)	14
15  <i>No Meetings on the 3rd Monday</i>	16	17  11:30a-Regional Water JPB (Cathey, Powell, Huber, Freel) 4:00p-Chamber of Commerce (Bates) <div>6:00p-Council Meeting</div>	18	19  7:30a-Mayor/ Commissioner 11:00a-Housing Authority (Bates) 1:00p-Civil Service Commission (None) 4:00p-Contractors' Licensing Board (Lutz) 5:30p- City County Board of Health (Bates) 6:00p- Planning & Zoning (Hopkins) 7:00p-Youth Empowerment (Pacheco)	20	21
22	23  12:30p-Senior Services (Pacheco) 2:00p-CATC (Johnson) 4:00p-OYD Advisory Committee (Hopkins, Freel)	24  11:30a-Travel & Tourism (Johnson, Freel) <div>4:30p-Council Work Session</div>	25  7:00a-CPU Advisory Board (Bates) 11:30p-NIC (None) 1:00p-Civil Service Commission (None) 5:15p-CAP (None)	26  3:00 p - Disability Council (Powell) 7:00p-Youth Empowerment (Pacheco)	27	28  Volunteer Day
29	30					





August 16, 2019

Dear Friends of CMBC,

We are pleased to present you with a 2018 Casper Mountain Biathlon Club annual report. This is the first annual report that has been published by the club. This report summarizes the many accomplishments achieved over the last 4 years of the Casper Mountain Outdoor Center at McMurry Mountain Park capital project. We look forward to keeping you updated.

**Thank you for your support of the club and associated projects.**

As the report indicates, with help from the community, CMBC has accomplished a great deal in a short period of time. Programs and venue use continue to grow. We are excited to keep moving forward with strong momentum. We ask that you continue to stay engaged in the mission of CMBC and vision of the Outdoor Center: To establish a premier national training site for biathlon and cross-country skiing, enhance the local economy, and increase year-round public recreation opportunities.

The club is currently engaged Phase 2 development of expanding paved recreational and roller ski paths at the Outdoor Center. We are also working on expanding our program & coaching staff, volunteer base and Board of Directors. As you review the report, we welcome you to think of areas where you can become involved.

The programs and facilities are expanding in all directions. The club is doing its best to meet the high demand of community groups, kids and adults of all abilities who wish to participate in year-round activities at the facility.

We have several fundraising opportunities available for supporters who would like to help us meet this ever-growing demand. In 2018 we

reported over 1200 participants in our organized club and venue related activities. In 2019, this number is already approaching 1800! We are currently accepting corporate sponsorships, athlete scholarship donations,

and capital project donations. The club also needs auction items for the upcoming Thankful Thursday event on October 4th. Lastly, we have our Sept 7<sup>th</sup>, Comedy Show tickets and raffle tickets on sale now! **We invite you to participate or attend as a spectator at one of the many upcoming club activities:**

- Sept 3<sup>rd</sup> – Fall Biathlon & Nordic Program Begins
- Sept 7<sup>th</sup> – Casper Comedians Care Comedy Show Fundraiser at Gruner Brothers Brewing
- Sept 14<sup>th</sup> – CMBC Strategic Planning Meeting
- Sept 17 – 22, Senior/Masters & Adaptive Biathlon Camp
- Sept 21, Mountain Bike & Running Biathlon Race
- Oct 4<sup>th</sup> – Thankful Thursday Live Auction Fundraiser at The Beacon Club
- Nov 23 – 30<sup>th</sup>, West Yellowstone Ski Festival Camp and Races
- Dec 2 Winter Program Begins
- Dec 19 – 22, Holiday Camp in Casper
- And More into 2020! Please check our website or Facebook for more details and to stay up to date on the many upcoming activities!

Your support and positive comments are the fuel that propel us forward.

**Thank you from the Casper Mountain Biathlon Club Board of Directors**

Rob Rosser | President,  
Ken Miech | Vice President  
Nicol Kramer | Treasurer  
Daron Gruner | Secretary  
Cathy Rosser | Managing Director  
Kerrie Pearson, Bryan Price, Joshua Jenkins  
Kevin Bittenbender, Patrick Scannell

*City of Casper,  
You have helped to  
create something truly amazing.  
Please accept our endless gratitude.*



# 2018 ANNUAL REPORT



EXCELLENCE THROUGH BIATHLON FOR YOUTH & ADULTS OF ALL ABILITIES



# LETTER FROM THE BOARD



**COACH &  
BOARD PRESIDENT**  
**Rob Rosser**

Dear Friends of Casper Mountain Biathlon Club & Outdoor Center,

I wanted to express our gratitude for another great year of sport and recreation in 2018. As always, we owe a big thank you to all our volunteers, donors and supporters! We saw continued progress and success in our programs, venue construction and assets. We expanded the number of organizations we collaborated with while maintaining those from the past. We've expanded both number and diversity of our Board of Directors. All of these actions have enabled us to achieve our Mission to a greater degree in a more efficient manner. Our staffing level has stayed roughly the same and is one area of expansion we need to focus on more to meet the demands of venue use and growing programs.

Our world class venue, The Casper Mountain Outdoor Center at McMurry Mountain Park, saw the beginning of paved rollerski loops last Fall. Although we only were able to get one kilometer paved before the snow fell, we covered the most critical areas. We paved the entire shooting ramp, from firing line to the coaches' box, penalty loops and range loop. Paving will recommence this summer after more fundraising this spring and early summer. We've jump started this with a matching grant received by Natrona County Joint Powers Recreation Board.

In 2018, we had numerous athletes on the podium at U.S. Biathlon Nationals, U.S. Biathlon Junior World Championship Biathlon Team Trials and a qualifier for the High Plains Junior National Team. We continue to serve hundreds of local kids through our daily ski and biathlon lessons. We maintained our number of Adaptive Camps for Injured Veterans even though we received a much smaller grant than in previous years. Fortunately, in 2018, the club was awarded a significantly larger grant for 2019 and we are looking forward to expanding our veteran programs. Our programs grew in diversity as we now offer strictly recreational programs as well as more high-performance programs for athletes of all ages and abilities.

Our Board of Directors have established committees to address immediate needs such as fundraising and venue development. The next step is to get our Master Plan updated. We have many more exciting events that are already in place for 2019 and we will expand upon that for 2020. This is our first published annual report. We are reporting highlights from 2018 as well as venue project updates over the last 4 years. We hope you enjoy reading all that has been accomplished. We've accomplished a great deal in a short period of time and still have a long way to go to achieve all our ambitious goals. Thank you again for all your continued support and enthusiasm.

Very Respectfully,

A handwritten signature in black ink that reads "Robert M. Rosser". The signature is fluid and cursive.

Robert M. Rosser  
Board President





# FINANCIALS

## CONTRIBUTIONS & REVENUE

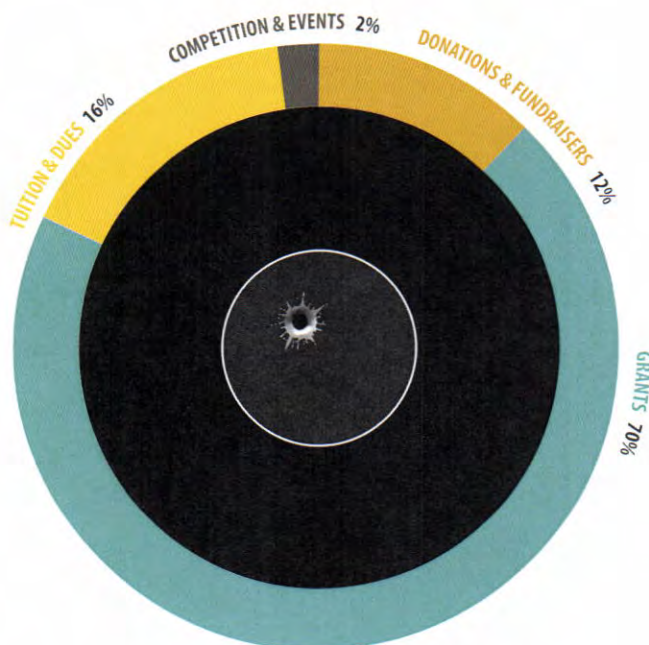
	2018	2017	2016	2015	2014
Donations & Fundraisers	60,627	12,886	28,404	139,104	17,731
Grants	345,825	248,518	655,005	681,869	195,900
Program Tuition & Dues	80,673	60,692	42,395	19,227	29,411
Competition & Events	8,822	5,115	2,397	0	0
Total Support & Revenue	495,948	327,213	728,203	840,201	243,042

## EXPENSES

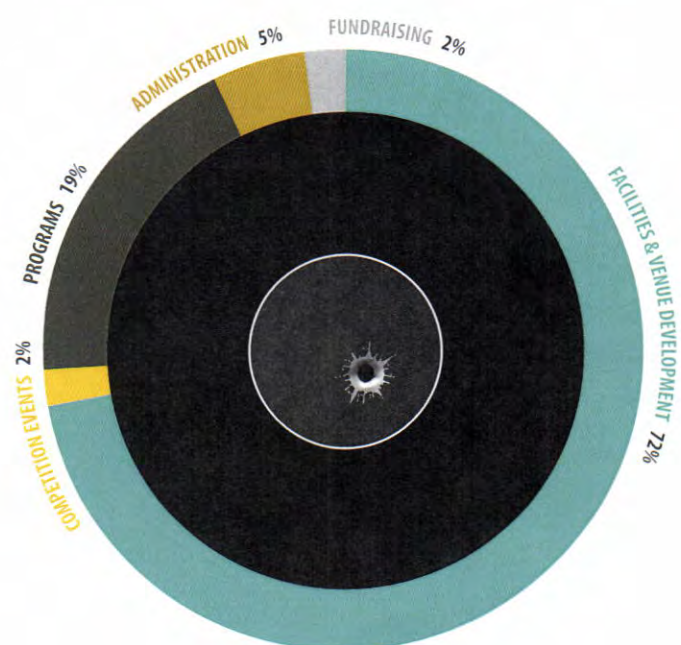
	2018	2017	2016	2015	2014
Facilities & Venue Development	281,515	92,421	442,541	702,197	N/A
Programs	75,747	122,079	54,221	56,071	36,245
Fundraising	8,618	5,800	3,897	11,849	4,014
Administration & Management	19,886	12,298	21,879	8,829	14,239
Competition Events	5,426	10,844	3,940	N/A	N/A
Total Expenses	391,195	243,444	526,479	778,947	54,498

## ASSETS

	2018	2017	2016	2015	2014
Total Assets End of Fiscal Year	577,832	473,079	424,859	528,842	247,527
Change in New Assets	22%	11%	-20%	113%	179%



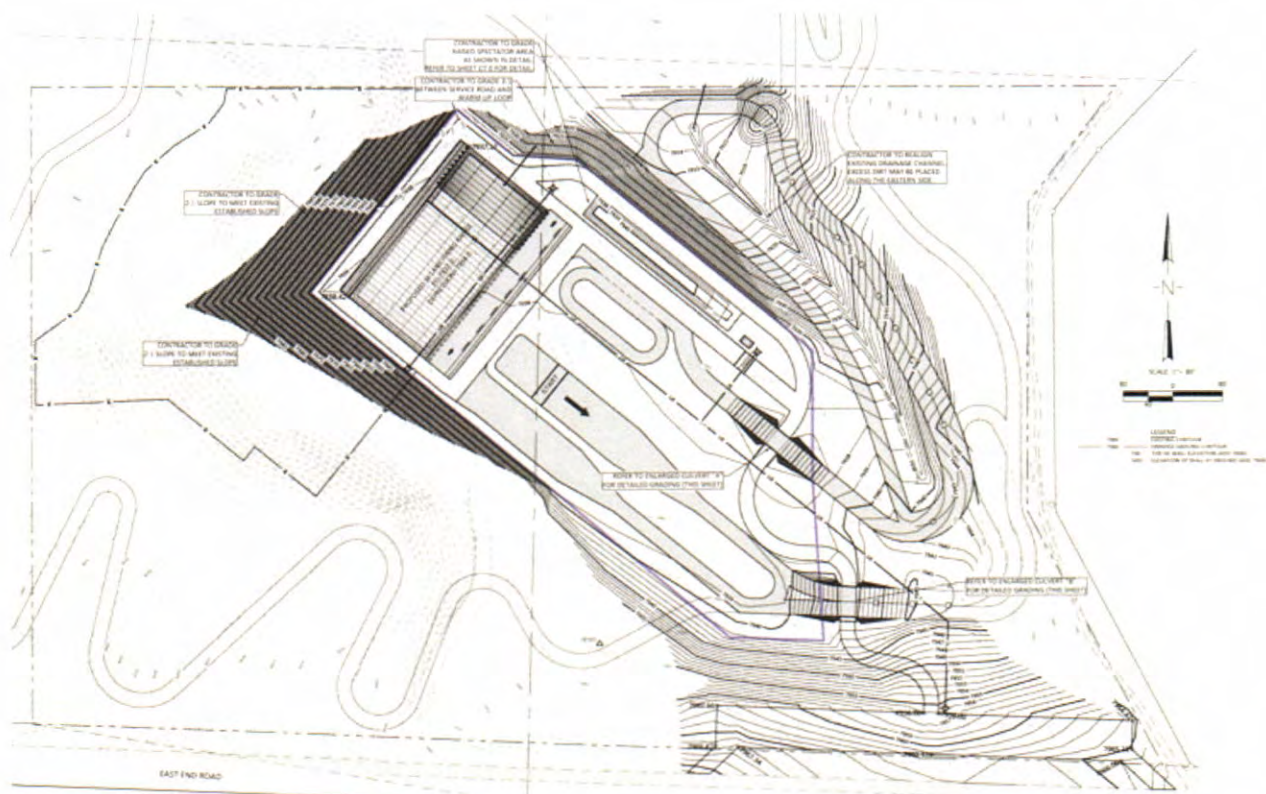
2018 CONTRIBUTIONS & REVENUE



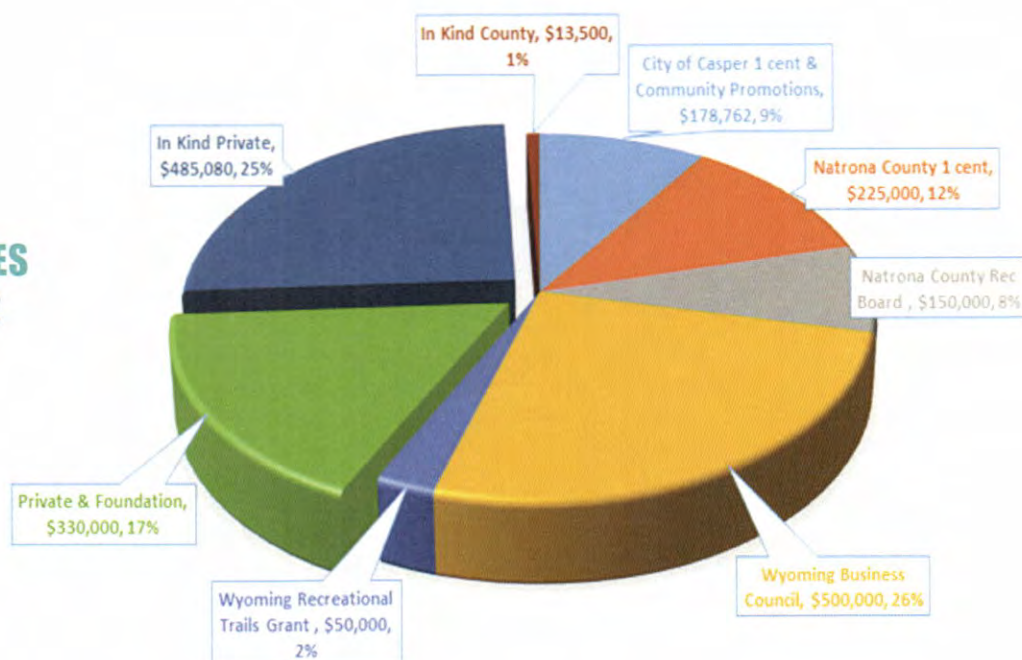
2018 EXPENSES



# COMPLETED VENUE CONSTRUCTION



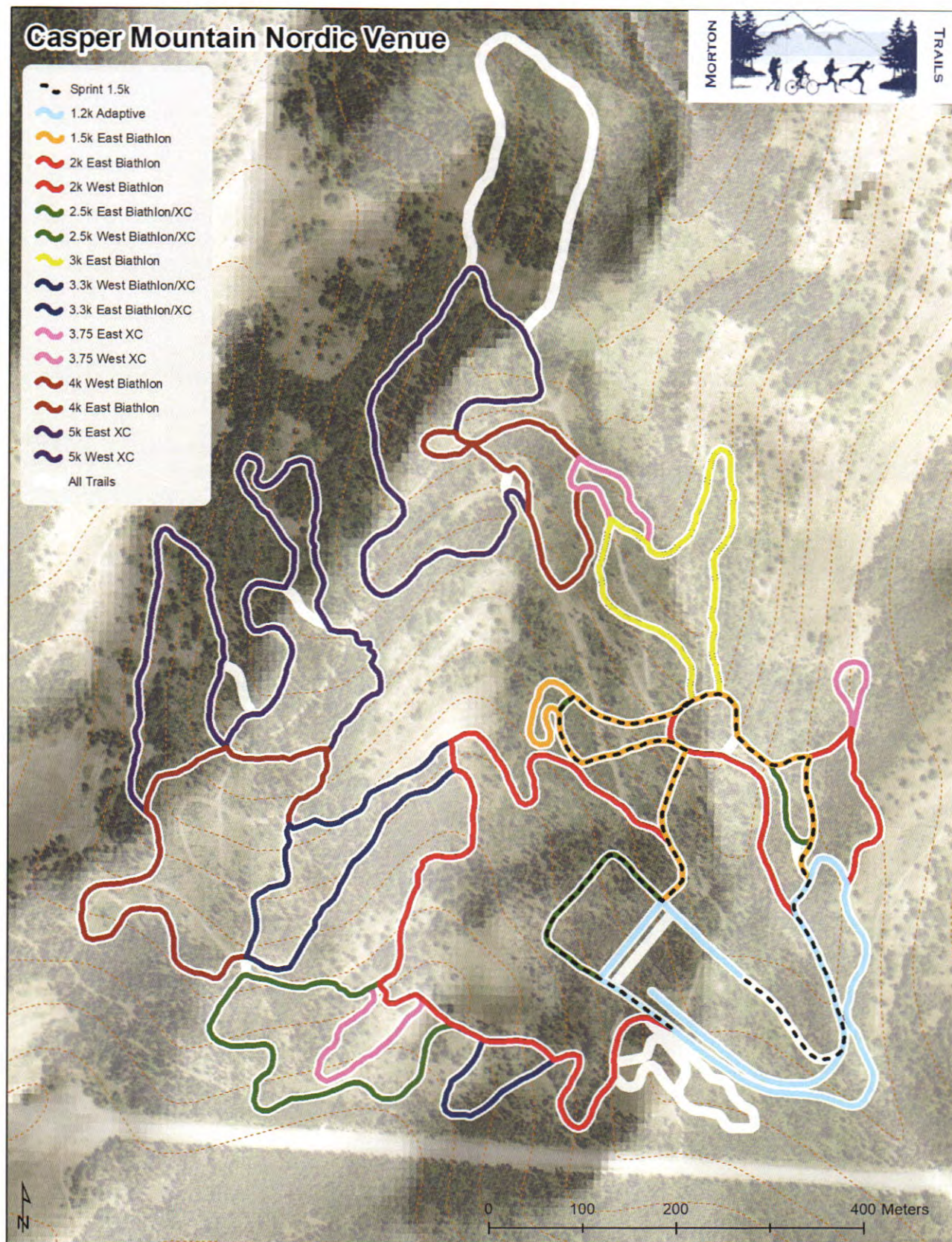
**PHASE 1 VENUE RESOURCES**  
**TOTAL VALUE: \$1,932,342**  
**PRIVATE FUNDING: 42%**  
**PUBLIC FUNDING: 58%**







# COMPLETED TRAIL CONSTRUCTION







## CASPER MOUNTAIN OUTDOOR CENTER AT MCMURRY MOUNTAIN PARK

- **Phase 1:** Work began September 2015 and completed as of January 31, 2017
- **Phase 2:** Work began Feb 1, 2017 and is currently in progress
- **Contractor:** Wayne Coleman Construction Inc.
- **Project Oversight/Engineering:** Inberg Miller Engineers
- **Venue Design/Safety Certification:** Amec Foster Wheeler
- **Trail Design:** Morton Trails

### COMPLETED WORK TO DATE

- ☒ Susan McMurry deeded 40 acres to Natrona County June 2015, then another 200 Acres of property surrounding the 40 acres to the City of Casper for the purpose of building the venue and trails. The full 240 acres were placed under Natrona County Management.
- ☒ Certified Engineer Range Design and Environmental Stewardship Plan.
- ☒ 12 km of race course construction designed to meet homologation standards for International Ski Federation (FIS), International Biathlon Union (IBU) and International Paralympic Committee (IPC).
- ☒ Completed the lower parking lot (100+ spots).
- ☒ Electrical power drop to site with full project capacity.
- ☒ Installed LED lighting at parking lot, central venue trails and range.
- ☒ Installed 30 lanes of 50 meter targets with concrete pad, roofing, lead catchers and lighting.
- ☒ Constructed one heated building at the parking lot to serve as storage and groomer parking.
- ☒ Built two elevated trails with pedestrian underpass to allow spectators to access events without crossing ski courses.
- ☒ Constructed a heated timing hut at the finish area and installed fencing around range backstop.
- ☒ Purchased and built facility equipment such as gun racks, program rifles and race equipment.
- ☒ Purchased Nordic and biathlon specific race timing system.
- ☒ Installed venue public address audio system.
- ☒ Installed video security surveillance system that also serves as race play back and has event streaming capabilities.
- ☒ Installed trail and range wayfinding and safety signage.
- ☒ Purchased grooming implement, track vehicle and trailer.
- ☒ Obtained ski fleet for use in school and introductory programs; 60 sets of skis donated from "Nordic Rocks" program and another 40 sets of used rental gear purchased from Mountain Sports at discount.
- ☒ **Phase 2:** 2018 Completed 1.2 kilometer of paving.
- ☒ **Phase 2:** Paved firing line, penalty loop and range loop.
- ☐ **Phase 2:** Another 1.5 km of paving expected to be completed in Summer/Fall 2019. [See paving update diagram](#)
- ☒ **Phase 2:** 2018 Purchased a 12 passenger program van - 2016 Nissan Passenger NV.
- ☒ **Phase 2:** Venue website: [caspermountain.org](http://caspermountain.org)

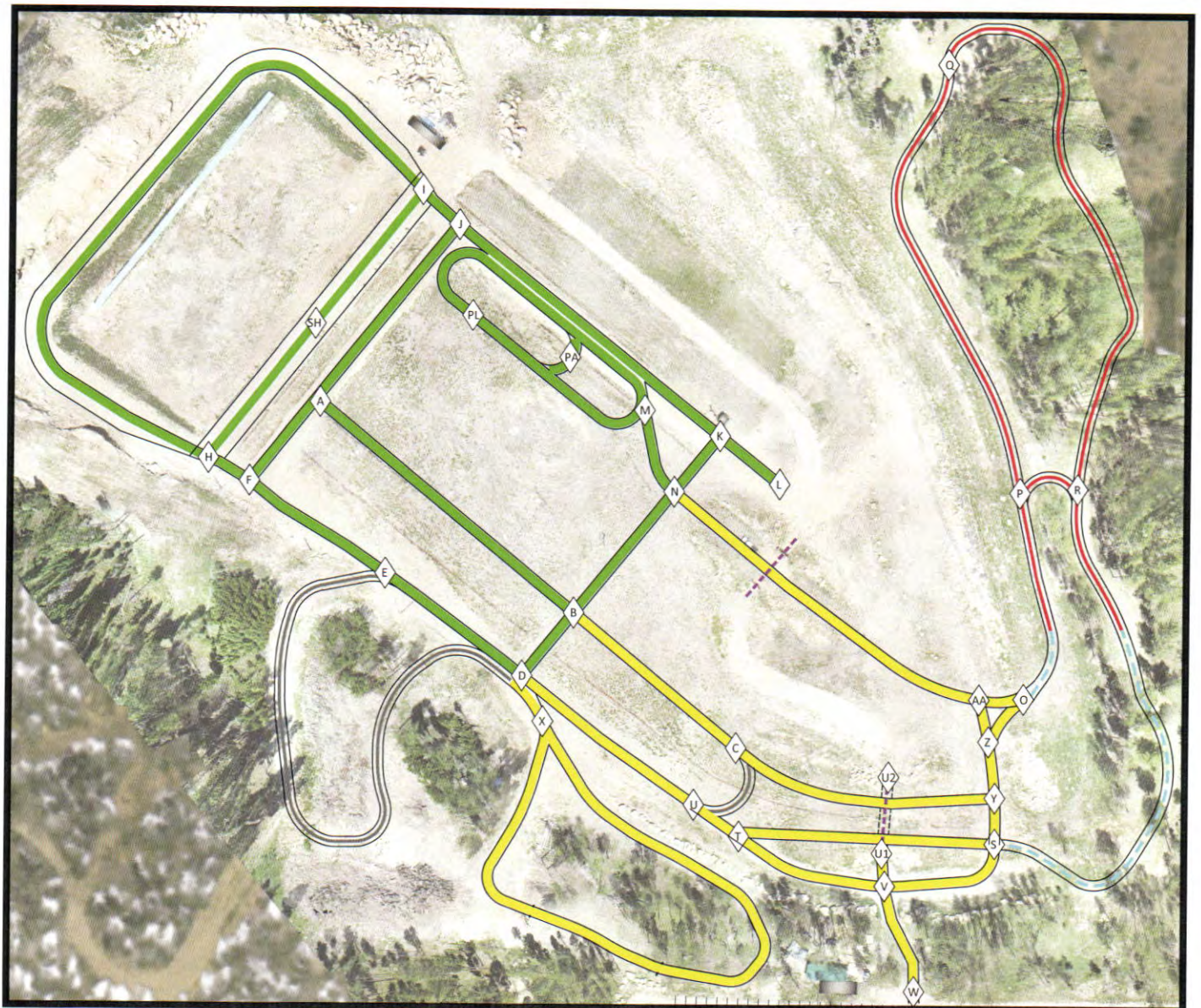




# PAVING UPDATE

## LEGEND

	PAVED TRAIL	3,451.9 ft	1,052.1 m
	TRAIL W/BASE	6,460.6 ft	1,969.2 m
	EST TRAIL CAN BASE W/STOCKPILE	462.2 ft	140.9 m
	UNIMPROVED TRAIL REMAINING IN CURRENT BUDGET	1,367.3 ft	416.7 m
	BASED UNDERPASS	148.4 ft	45.2 m
	TRAIL REMOVED FROM CURRENT BUDGET	667.0 ft	203.3 m











# PROGRAM SUCCESS

## ATHLETE HIGHLIGHTS

### BRYAN PRICE

2017 Paralympic Team Nordic & Biathlon  
2018 Winter Paralympics in PyeongChang

### MARCUS GORE

2018 USBA Youth/Junior Development Team

### ABBY GRUNER

2018 #1 U16 High Plains Division  
2018 USBA U16 National Champion

### CHRIS DELLINGER

2018 National Guard Biathlon - All Guard Team

### JAKE PEARSON

2017 USBA Youth/Junior Development Team  
2017 USBA Youth/Junior World Championship Team  
2016 USBA Youth/Junior World Championship Team

### TRISTAN WICKLAND

2017 USBA Roller Ski Champion Boys Category

## PROGRAMS OFFERED

Year Round Adaptive Program  
Year Round Biathlon Youth & Junior Development  
Year Round Nordic Youth & Junior Development  
Year Round Masters Program  
Distance Athlete Training  
Camps (5 camps)  
Races (7 races)





# 2018 BY THE NUMBERS



VETERANS WITH DISABILITY

125







# 2014-2018 DONORS

## MAJOR CONTRIBUTORS

Casper Area Economic Development Assoc.  
City of Casper 1%  
Compression Leasing Services, Inc.  
Daniels Fund  
Dept. of Veteran Affairs  
Garlick Family Charitable Fund  
Goodstein Foundation

Harry Brubaker / Brubaker Construction  
Hilltop Bank  
Inberg Miller Engineering  
Keith & Diane Tyler  
Mick & Susie McMurtry  
Natrona County 1%  
Natrona County Joint Powers Recreation

Natrona County Parks  
Verdad Foundation  
Wayne Coleman Construction  
Wyoming Business Council  
Mission Redefined Wyoming  
Wyoming Recreational Trails Program

## OTHER CONTRIBUTIONS & DONATIONS

42 Degrees North  
Allen & Crouch Petroleum Engineers  
Alliance Technology & Communications  
Alpine Motor Sports  
AmazonSmile  
AMEC  
American Legion, Casper Post  
Benjamin Leeper, DDS  
Big West Landscaping  
Bill & Gaye Farleigh  
Bill & Janet Garner  
Bill & Nina Devore  
Black River Mineral Company  
Braces U Orthodontics  
Brenda Frelsi  
Bryan Price  
Capital Region Nordic Alliance  
Casper Nordic Club  
CEPI  
Chris & Dino Madsen  
Christopher & Dana Reeve Foundation  
Chuck and Lisa Mangus  
City of Casper Community Promotions  
Colby Drechsel  
Danna Miller  
Daron & Charlotte Gruner  
Dave & Linda Witt  
David Roberts  
Dee Ann Allen  
Deloitte  
Diamond Vogel Paint  
Disabled American Veterans - Casper

Ebony Walker  
Erik Aune  
Essence of Life Catering  
Floral Rhino  
Gail Uptain  
Garlick Knight Attorneys  
Gary Salveson  
Gayle & Thomas Walsh  
Gruner Brothers Brewing  
Guy Litt  
High Plains Nordic  
Jason & Ruthanne Neville  
Jeff & Christy Garner  
Jennifer & Shannon Heaton  
John & Linnea Nyrkkanen  
John Farra  
Joseph Scott  
Josh & Cynthia Jenkins  
Julie Collins  
Karen Clayson/Melaluca  
Keith & Suzanna Garlick  
Keith Conger  
Kelly & Kerrie Pearson  
Kelly Bohl  
Ken & Erin Miech  
Kevin & Molly Bittenbender  
Larissa Bauer  
Laura Sluder  
Loenbro Industrial Insulation  
Mary Thomas  
Mason & Amy Sale  
Memorial Hospital of Converse County

Morton Trails  
Mountain Sports  
Neal Neumiller  
Nicol & Todd Kramer  
Olaf Shulz  
Olive Garden  
OSP Sling  
Parkway Plaza  
Pathfinder Energy  
Paul Spackman  
Pearson Photography  
Pepper Tank & Contracting Co.  
Peter Way  
Pillar Structural Engineering  
Pizza Ranch  
Ragged Edge Sports  
Ramkota Hotel  
Randy Hall  
Rebecca Walsh  
Red Nickerson  
Richard Gruner  
Richard Kruger  
Richard O'Hearn  
Rick Aune  
Rob & Angela Hensley  
Rob & Cathy Rosser  
Robert Stone, RGS LLC  
Roberto & Riley Fars  
Russ & Becky Myer  
Sandy & Polly Wakeman  
Scott Copeland  
Serve Wyoming

Sinclair Casper Refining Company  
Stacy O'Brian  
Stefan Sinclair & Robbi Crockett  
Steve Pate  
Tad Hodgert  
Terry & Stephanie Smith  
Theron & Ashleigh Gore  
TIC Wyoming District  
Todd Negus  
Tom & Gayle Walsh  
Tom & Nicole Elder  
U.S. Paralympics  
Vera Knopik  
Visit Casper  
Wind City Physical Therapy  
Wyoming Athletic Club  
Wyoming Community Foundation  
Wyoming National Guard  
Wyoming Signs  
Zeelos Cranks & Planks







[caspermountainbiathlonclub.org](http://caspermountainbiathlonclub.org)

1110 East End Road

Casper, WY 82601

307.215.4054

[info@caspermountainbiathlonclub.org](mailto:info@caspermountainbiathlonclub.org)



**From:** Jeremy Yates  
**Sent:** Monday, August 26, 2019 11:53 AM  
**To:** CityCouncil <CityCouncil@cityofcasperwy.com>; CityManager <CityManager@cityofcasperwy.com>; John Henley <jhenley@casperwy.gov>  
**Subject:** FW: Code of Ethics Public Comment 2019-08-18 10:25 AM(MST) Submission Notification

Everyone,

The following comment is the only comment we received , via the website, on the proposed code of ethics ordinance changes. Please let me know if you have any questions or concerns.

Thanks,

Jeremy Yates

**Code of Ethics Public Comment 2019-08-18 10:25 AM(MST)** was submitted by Guest on 8/18/2019 12:25:52 PM (GMT-07:00) US/Mountain

Name	Value
<b>Last Name</b>	Ruppert
<b>First Name</b>	Patricia
<b>Email Address</b>	<a href="mailto:plruppert@msn.com">plruppert@msn.com</a>
<b>Phone Number</b>	808-238-8078
<b>Comments</b>	This is a very good idea. There are many decisions people can make/implement that, while not necessarily illegal, are unethical and immoral. Good to address these issues. Wonder why the ethics code wasn't implemented long ago?

To view this form submission online, please follow the link below:

<http://www.casperwy.gov/form/one.aspx?objectId=15940981&contextId=15932970&returnto=submissions>





# CELEBRATING 65 YEARS OF PROTECTING YOU

CASPER-NATRONA  
COUNTY HEALTH DEPARTMENT

**Thursday, September 12, 2019  
4PM-6:30PM • 475 S. Spruce**

*Join us for hors d'oeuvres and facility tours—  
learn about our comprehensive community services!*

*prevent promote protect*





**YOU'RE  
INVITED!**

AMERICORPS

- \* Friday, Sept. 13
- \* 8:00 am - 6:00 pm
- \* Riverview Park  
(1032 E. L St.)
- \* Casper, Wy

## 2019 Riverview Park Mural Project

**Join ServeWyoming, in partnership with Keep Casper Beautiful and Fort Atelier, for our fourth Mural Project, to honor all those who dedicate their lives to service! Help us paint the mural at Riverview Park in North Casper, following a brief celebration of AmeriCorp service in Wyoming. RSVPs required. Volunteers can sign up for 1-6 hour shifts from 10:00-6:00. Groups and families welcome!**

**Contact Serve Wyoming for more info, or to sign up!  
Call 307.234.3428 or email [Wendy@ServeWyoming.org](mailto:Wendy@ServeWyoming.org)**





To the Casper City Council,  
My name is Morgan Crompton, and I am a part-time worker at the Casper Recreation Center, and I would just like to formally thank you for the bonus that you have granted to myself and other city employees!  
I am a college student here, but I am originally from Evanston, WY. I decided to work for the city earlier this year and ~~was~~ <sup>am</sup> fortunate enough to secure a job with the Athletics department for the summer! This is my first summer in Casper, and I can not say anything negative about the experience!

As a college student, finances are always tight and extra money is a rarity. I would just like for you to know that your generous gift has allowed me to continue going to school. A couple of weeks ago I was questioning if I would be able to attend school this Fall, and thanks to you, your gift made the difference. It is so important to me that you know how thankful I am to you and to the city of Casper for such incredible generosity. I know, to some, it might not seem like much, but to me, it means the world! I am truly so thankful, humbled, and impressed!

God Bless!

-Morgan Crompton  
20 years old



**From:** Dave Fraser [mailto:dfraser@wyomuni.org]

**Sent:** Tuesday, August 27, 2019 5:13 PM

**To:** Kathy Lenz (klenz@sundance.city) <klenz@sundance.city>; Carter Napier <cnapier@casperwy.gov>; 'Scott Dellinger (sdellinger@mtvwvy.com)' <sdellinger@mtvwvy.com>; Matt Hall (mhall@cityofcody.com) <mhall@cityofcody.com>; Charri Lara <clara@landerwyoming.org>; Dave Fraser <dfraser@wyomuni.org>; Hailey Morton Levinson <hmortonlevinson@jacksonwy.gov>; Renee Jordan-Smith <rjordansmith@casperwy.gov>; Kelly Krakow <kkrakow01@yahoo.com>; Mark Harris <mark@hlfp.com>; Pete Rust <prust@cityofgreenriver.org>; Scott Dellinger <sdellinger@mtvwvy.com>

**Subject:** Municipal Option Tax Proposal

Attached is a draft proposal regarding the municipal option tax that incorporates the elements we discussed at the joint meeting of the WAM and WCCA Executive Boards. Please give me any feedback you may have. Thanks.

**J. David Fraser**

Executive Director

Wyoming Association of Municipalities

315 West 27th Street

Cheyenne, WY 82001

307-632-0398

[dfraser@wyomuni.org](mailto:dfraser@wyomuni.org)

[www.wyomuni.org](http://www.wyomuni.org)

*"Communities that don't matter, don't exist."*





**NOTE: Permanently imposing a tax that is currently levied and expanding voter option taxes, such as proposed here, cannot be considered a replacement for direct distribution.**

**“Fifth Penny” – General Purpose Excise Tax**

In Title 39, Chapter 15, Article 2 permanently impose a one percent (1%) excise tax upon retail sales of tangible personal property, admissions and services made within the county, the purpose of which is for local government general purpose revenue using the existing distribution formula.

Make conforming amendments.

NOTE: 21 of 23 counties have a general-purpose penny in place.

**“Sixth Penny” – General, Special or Economic Development Excise Tax**

No amendments proposed.

**“Seventh Penny” – General, Special, Economic Development or Municipal Excise Tax**

At least one calendar quarter after imposition of the fifth AND sixth pennies by the county or state, provide municipalities the option to impose an excise tax at a rate in increments of one-half percent (0.5%) not to exceed a rate of one percent (1%) upon retail sales of tangible personal property, admissions and services made within the city or town, the purpose of which is for general revenue, for a specific purpose in a specified amount not to exceed sixth penny collections during the same time-frame or for economic development, as specified in a proposition to impose the tax. Imposition of the optional municipal excise tax may lapse imposition of the fifth and sixth pennies by no more than one calendar quarter.

**Title 39, Chapter 15, Article 2** (this relates to the fifth and sixth pennies)

Modify Title 39, Chapter 15, Article 2 as follows:

W.S. § 39-15-203(a)(i):

(B) The proposition to impose an excise tax shall be at the expense of the county and be submitted to the electors of the county upon the receipt by the board of county commissioners of a petition requesting the election signed by at least five percent (5%) of the electors of the county or of a resolution approving the proposition from the governing body of the county and the governing bodies of at least fifty percent (50%) ~~two-thirds (2/3)~~ of the incorporated municipalities within the county. If proposed by petition by electors, the number of electors required shall be determined by the number of votes cast at the last general election. The election shall be at the direction and under the supervision of the board of county commissioners;

(C) The proposition may be submitted at an election held on a date authorized under W.S. 22-21-103. A notice of election shall be given in at least one (1) newspaper of general circulation published in the county in which the election is to be held, and the notice shall specify the object of the election. The notice shall be published at least once each week for a thirty (30) day period preceding the election. At the election the ballots shall contain the words "for the county sales and use



tax" and "against the county sales and use tax". If a portion of the proceeds from the tax will be used for economic development as provided by W.S. 39-15-211(a)(i), the ballot shall contain the words "a portion (or specific percentage) of the tax proceeds shall be used for economic development" in a clear and appropriate manner. If the proposition is approved the same proposition shall be submitted at subsequent general elections as provided in this subparagraph until the proposition is defeated. If the tax proposed is approved after July 1, 1989, the same proposition shall be submitted at every other subsequent general election until the proposition is defeated. However in those counties where the tax is not in effect, the county commissioners with the concurrence of the governing bodies of fifty percent (50%) ~~two-thirds (2/3)~~ of the municipalities may establish the initial term of the tax at four (4) ~~two (2)~~ years. If the term of the tax is limited to four (4) ~~two (2)~~ years, the term of the tax shall be stated in the proposition submitted to the voters. If approved, the proposition shall be submitted at every second ~~the next~~ general election ~~and at every other subsequent general election~~ thereafter until the proposition is defeated;

W.S. § 39-15-203(a)(ii):

(C) The proposition to impose an excise tax shall be at the expense of the county and be submitted to the electors of the county upon the receipt by the board of county commissioners of a petition requesting the election signed by at least five percent (5%) of the electors of the county or of a resolution approving the proposition from the governing body of the county and the governing bodies of at least fifty percent (50%) ~~two-thirds (2/3)~~ of the incorporated municipalities within the county. If proposed by petition by electors, the number of electors required shall be determined by the number of votes cast at the last general election. The election shall be at the direction and under the supervision of the board of county commissioners;

W.S. § 39-15-203(a)(iii):

(A) Before any proposition to impose the tax or incur the debt shall be placed before the electors, the governing body of a county and the governing bodies of at least fifty percent (50%) ~~two-thirds (2/3)~~ of the incorporated municipalities within the county shall adopt a resolution approving the proposition, setting forth a procedure for qualification of a ballot question for placement on the ballot and specifying how excess funds shall be expended;

W.S. § 39-15-203(a)(v):

(B) The proposition to impose an excise tax shall be at the expense of the county and be submitted to the electors of the county upon the receipt by the board of county commissioners of a petition requesting the election signed by at least five percent (5%) of the electors of the county or of a resolution approving the proposition from the governing body of the county and the governing bodies of at least fifty percent (50%) ~~two-thirds (2/3)~~ of the incorporated municipalities within the county. If proposed by petition by electors, the number of electors required shall be determined by the number of votes cast at the last general election. The election shall be at the direction and under the supervision of the board of county commissioners;

(C) The proposition may be submitted at an election held on a date authorized under W.S. 22-21-103. A notice of election shall be given in at least one (1) newspaper of general circulation published in the county in which the election is to be held, and the notice shall specify the object of the election. The notice shall be published at least once each week for a thirty (30) day period



preceding the election. At the election the ballots shall contain the words "for the county sales and use tax for economic development" and "against the county sales and use tax for economic development". If the tax proposed is approved, the same proposition shall be submitted at every other subsequent general election until the proposition is defeated. However, the county commissioners with the concurrence of the governing bodies of fifty percent (50%)~~two-thirds (2/3)~~ of the municipalities may establish the initial term of the tax at four (4)~~two (2)~~ years. If the term of the tax is limited to four (4)~~two (2)~~ years, the term of the tax shall be stated in the proposition submitted to the voters. If approved, the proposition shall be submitted at every second~~the next~~ general election ~~and at every other subsequent general election~~ thereafter until the proposition is defeated;

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

**Sent:** Friday, August 23, 2019 5:01 PM

**To:** Renee Jordan-Smith <[rjordansmith@casperwy.gov](mailto:rjordansmith@casperwy.gov)>

**Subject:** Word from WAM - Fall Regional Meetings, Finance Director's Workshop, WAMCAT Institute



Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

## *Word from WAM!*

*A Weekly Message*

**WAM Fall Regional Meeting Schedule  
Announced**





WAM Fall Regional Meetings are coming up in September and October. We will be hosting a training on CBD and hemp products by Rhea Parsons from the Wyoming Association of Sheriffs and Chiefs of Police starting at 4 p.m. at each location except the Region 5 meeting in Jackson, please see the note below, and at Region 2 in Gillette. A meal will be served at 5 p.m. with the WAM meeting set to commence as soon as everyone is served. We look forward to seeing you all soon!



**Region 1:** Wednesday, September 11th, WAM Office, 315 West 27th St., Cheyenne, WY, 82001

**Region 2:** Saturday, September 21, Gillette City Hall, Third Floor Conference Room, **Starts at 8 a.m., breakfast will be served.**

**Region 3:** Wednesday, October 2nd, Meeteetse Conservation District, 1906 State St., Meeteetse, WY 82433

**Region 4:** Thursday, September 5th, Hogadon Ski Area, 2500 Hogadon Rd., Casper, WY 82601

**Region 5:** Tuesday, September 17th, Snow King Resort, 400 E. Snow King Ave., Jackson, WY 83001 (No training at this meeting, as members are encouraged, but not required, to attend the Joint Corporations Committee Meeting that day at the Teton County Library, 125 Virginian Ln., Jackson, WY 83001. That meeting starts at 8 a.m.)

**Region 6:** Wednesday, September 25th, Hampton Inn, 1055 Wild Horse Canyon Rd., Green River, WY 82935

## Fall Workshop for Finance Directors, Administrators and Managers



**SAVE THE DATE!** WAM Fall Workshop is coming up October 16-18 at the beautiful Saratoga Hot Springs Resort. This event is designed for Finance Directors, Administrators and Managers, and will feature an agenda filled with timely and informative topics relating to the financial wellbeing of your municipality. Come learn, connect and engage with your peers from across the state!



[Registration and lodging information is available by clicking here.](#)

Please Note: The finalized agenda for this event will be available this coming week.

To check out the Saratoga Hot Springs Resort, please click the video below.



Saratoga Resort & Spa | Things to do in Wyoming

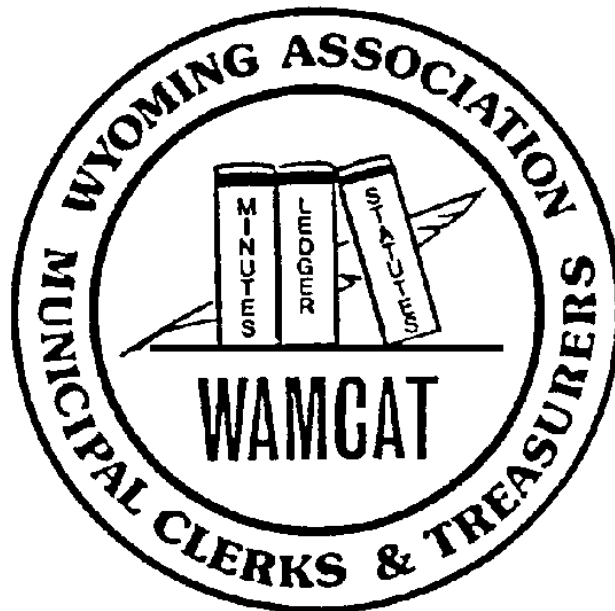
**Fall WAMCAT Institute Coming Up  
September 10th-12th in Casper**

The Wyoming Association of Municipal Clerks and Treasurers (WAMCAT) is please to invite everyone to their 2019 Fall Institute at Casper College, September 10-12, with an additional pre-conference Athenian Dialog available on September 9th.

To read about this year's presentations, [click here.](#)

To learn more about the pre-conference Athenian Dialog on September 9th, [click here.](#)

To register for the event, [click here.](#)



## Wyoming Main Street Offers Architecture Assistance for Historic Properties

Owners of historical, commercial buildings located in traditional downtown districts are invited to submit a pre-application to determine eligibility for the Historic Architecture Assistance Fund (HAAF) by Sept. 1. The final application is due Oct. 15.

If awarded, an architect will be assigned to work with the applicant. Typical projects include a building assessment, structural analysis, analysis of building code and ADA requirements, and façade and signage schematic design.

The funding's intent is for the building owner's first step in their preservation project. HAAF does not provide funds for physical repairs, the purchase of building materials or work by contractors.

The fund is available through Wyoming Main Street, which is a program of the Wyoming Business Council, the state's economic development agency. Wyoming Main Street assists its member communities with downtown revitalization efforts through technical assistance and grant funding.





Applications can be found at [wyomingbusiness.org/content/applications](http://wyomingbusiness.org/content/applications).

For more information, call Historic Preservation Architect Linda Kiisk, historic preservation architect for the State Historic Preservation Office, at 307-777-7566, or Linda Klinck, program manager for Wyoming Main Street, at 307-777-2934.

## WyoLotto City and Town June Distribution Report

Attached is the breakdown of the Lottery distribution to Cities and Towns for June 2019 courtesy of the Wyoming Treasurer's Office.

[Click here](#) to see your community's share.



## Legislative Interim Committee Schedule

### Interim Committee Season Begins and WAM Needs You!

As the Wyoming Legislature begins its interim committee work, remember how impactful your presence and participation in these meetings can be to advancing WAM's legislative efforts. Simply put, legislators love to see, and receive input from, local elected officials. So, if any upcoming meetings are in your neck of the woods, we'd encourage you to join us as we lay the groundwork for a successful 2020 Legislative Session.

## Interim Committee Schedule

### August

27 Joint Capital Financing, Jackson Lake Lodge, Moran, 9:30 AM

28-30 Joint Minerals, University of Wyoming at Casper College, UU322,  
Casper, 8:30 AM



tel: 307.632.0398 | fax: 307.632.1942 | [www.wyomuni.org](http://www.wyomuni.org)