

**INFORMATION PACKET**

**Friday, October 6, 2023**



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CITY OF CASPER DOCUMENTS & INFORMATION

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**C.A.S.P.E.R.**

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

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

<b>October 10, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Begin Time</b>	<b>Allotted Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up (Unpaid Utility Ordinance)		4:30	5 min
988 Stickers - Follow-up	Direction Requested	4:35	20 min
Bar and Grill Applicants	Direction Requested	5:55	30 min
Open Container Area Debrief	Information Only	5:25	30 min
Liquor License Incentive and Responsible Sales Program & Crime Statistics	Direction Requested	5:55	40 min
City Inspectors Authority/Oversight of Licensed Contractors	Direction Requested	6:35	20 min
Utility Billing Ordinance	Direction Requested	6:55	15 min
Agenda Review		7:10	10 min
Legislative Review		7:20	10 min
Council Around the Table		7:30	20 min
Approximate Ending Time:			7:50

<b>October 17, 2023 Councilors Absent:</b>					
<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>
Pre-Meeting City Council - Ward I Interviews (Beginning Time TBD)					
Executive Session - Personnel					C
Appointment & Oath of New Councilor					C
Bright Spot: Senior Sidewalkers					
Approval of 10/3 Minutes					C
Approval of 10/3 Executive Session Minutes					C
EPH- Unpaid Utility Ordinance					C
Public Hearing - City's application to the Wyoming Business Council's BRC Community Readiness Grant for the North Platte Park Foundational Infrastructure Project.		N			
2nd Reading: DUI Ordinance			N		
2nd Reading: Camping Ordinance			N		
2nd Reading: Parking & Dwelling Restriction Ordinance			N		
Parks and Rec Master Plan				C	
Approving a grant award in the total amount of \$57,530.99 from WYDOT Highway Safety Program for the enforcement and reduction of impaired driving.				C	
Approve a Grant Award in the Total Amount of Fifty-Eight Thousand, Two Hundred Eighty-Two Dollars and 72/100 (\$58,282.72) Between the City of Casper and the Wyoming Department of Transportation Highway Safety Program for the Enforcement of Seat Belt Use to Reduce Unbelted Injuries				C	
Approving the Purchase of 14 Motorola All Band Portable Radios from Motorola Solutions in the Amount of \$74,385.31.					C
Change of Corporate Ownership for Bar and Grill No. 8, Marco's Coal Fired Pizza Casper, LLC d/b/a Racca's Pizzeria Napoletana, Located at 430 South Ash Street.					C

<b>October 24, 2023 Councilors Absent:</b>					
<b>Special Council Meeting Agenda Items At 4:30</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Community Readiness Grant Resolution				C	

<b>October 24, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
LGBTQ Advisory Board Update	Information Only	4:35	20 min
Ford Wyo Center Part 2	Direction Requested	4:55	30 min
Golf Rates	Direction Requested	5:25	20 min
Business Self Fire Inspection Program	Direction Requested	5:45	20 min
Code Enforcement Follow-up Part 1 (Assessment of Vehicle Towing Fees)	Direction Requested	6:05	40 min
Business Incentive Options	Information Only	6:45	30 min
Agenda Review		7:15	20 min
Legislative Review		7:35	20 min
Council Around the Table		7:55	20 min
Approximate Ending Time:			8:15

<b>November 7, 2023 Councilors Absent:</b>					
<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Community Engagement Follow-Up					
Pre-Meeting: FY25 Budget Calendar					
Approval of 10/17 Minutes					C
Bright Spot: Epilepsy Foundation					
Public Hearing: Unpaid Utility Ordinance		N			
3rd Reading: DUI Ordinance Amendment			N		
3rd Reading: Camping Ordinance			N		
3rd Reading: Parking & Dwelling Restriction Ordinance			N		
988 Program Resolution					

<b>November 14, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
CBC Design	Direction Requested	4:35	60 min
Leadership Selection and Removal Process	Direction Requested	5:35	60 min
Agenda Review		6:35	20 min
Legislative Review		6:55	20 min
Council Around the Table		7:15	20 min
Approximate Ending Time:			7:35

<b>November 21, 2023 Councilors Absent:</b>					
<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 11/7 Minutes					C
Leadership Selection & Removal Process				C	

<b>November 28, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Casper Housing Authority Update			
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

## Future Agenda Items

### Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Graffiti Abatement & Alternatives			
Livability/Marketing Follow-up			
Special Event Permitting Process			
One Cent Funding Application Process Debrief			
Funding for Sidewalk Repairs/Homeowner			
Naming City Garbage Trucks			
Judge's Quarterly Update	12/5/23 3/5/24	15 minutes	Recurs Quarterly

### Staff Items:

Fire Station 1			
Downtown Parking Kiosks			November
Code Enforcement Follow-up Part 2 (Time Frame for Addressing Violations)			
Code Enforcement Follow-up Part 3 (Assessment of Administrative Fees)			
Code Enforcement Follow-up (Abatement Responsibility for Sidewalk and Street Vegetation Obstructions)			
Code Enforcement Follow-up (Funding Source for Condemnations, Dangerous Buildings, and Demolitions)			
Dangerous Building Processes			April
Utility Rate Model Review	December 12, 2023		
Audit Presentation to Finance Committee	January 23, 2024		
Capital Budget Review	March 12, 2024		
Tentative Budget to Council	May 7, 2024		
Budget Review Sessions	5/20/24 & 5/22/24		
Summary Proposed Budget to Council	June 4, 2024		

### Potential Topics-- Council Thumbs to be Added:

City Facility Retention & Subsidization			
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### Future Regular Council Meeting Items:

Executive Session: Personnel	11/21/23 & 12/5/2023		
Establish Public Hearing: FY25 Budget	6/4/2024		
Public Hearing: FY25 Budget Adoption	6/18/2024		
OVG - Sponsorship & Naming Rights Global Spectrum			

### Retreat Items:

Economic Development and City Building Strategy
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During the Public Hearing for the Ordinance Amendment for Driving While Under the Influence there was a request to include texting while driving. This is currently regulated by our ordinances. Below is the state statute related to using handheld communication devices for electronic messaging. It was adopted by municipal ordinance under 10.04.010.

## **Wyoming State Statutes**

### **TITLE 31 - MOTOR VEHICLES**

#### **CHAPTER 5 - REGULATION OF TRAFFIC ON HIGHWAYS**

#### **31-5-237. Use of handheld electronic wireless communication devices for electronic messaging prohibited; exceptions; penalties.**

**Universal Citation:** [WY Stat § 31-5-237 \(1997 through Reg Sess\)](#)

(a) No person shall operate a motor vehicle on a public street or highway while using a handheld electronic wireless communication device to write, send or read a text-based communication. This section shall not apply to a person who is using a handheld electronic wireless communication device:

(i) While the vehicle is lawfully parked;

(ii) To contact an emergency response vehicle;

(iii) To write, read, select or enter a telephone number or name in an electronic wireless communications device for the purpose of making or receiving a telephone call; or

(iv) When using voice operated or hands free technology.

(b) This section shall not apply to a person operating an emergency response vehicle while making communications necessary to the performance of his official duties as an emergency responder.

(c) Any person who operates a motor vehicle in violation of this section is guilty of a misdemeanor punishable by a fine of not more than seventy-five dollars (\$75.00).

(d) As used in this section:

(i) "Electronic wireless communication device" means a mobile communication device that uses short-wave analog or digital radio transmissions or satellite transmissions between the device and a transmitter to permit wireless telephone communications to and from the user of the device within a specified area;

(ii) "Emergency response vehicle" means any ambulance, fire department, law enforcement or civil defense vehicle or other vehicle used primarily for emergency purposes;

(iii) "Voice operated or hands free technology" means technology that allows a user to write, send or read a text based communication without the use of either hand except to activate, deactivate or initiate a feature or function;

(iv) "Write, send or read a text-based communication" means using an electronic wireless communications device to manually communicate with any person using text-based communication including, but not limited to, communications referred to as a text message, instant message or electronic mail.