
INFORMATION PACKET

Friday, April 12, 2024



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The Grid

Working Draft of Council Meeting Agendas

April 16, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Aquatics Rate Increase					
Pre-Meeting: WAM Voting Delegate Summer Convention					
Pre-Meeting: Draft Response Period During Council Comments					
Approval of 3/12 Special Meeting Minutes					C
Approval of 3/12 Executive Session Minutes					C
Approval of 3/19 Minutes					C
Approval of 3/19 Exec Minutes					C
Approval of 3/26 Special Meeting Minutes					C
Approval of 3/26 Executive Session Minutes					C
Bright Spot: Aquatic Life Saving					
National Small Business Week Proclamation					
Child Abuse Awareness Month Proclamation					
Establish Public Hearing for Transfer of Ownership Interest for Retail Liquor License No. 21 for Wyoming Downs OTB 12, LLC d/b/a Wyoming Downs OTB 12, Located at 1121 Wilkins Circle.	C				
Establish Public Hearing for New Microbrew Liquor License for Cygnet Brewing, LLC d/b/a Cygnet Brewing, Located at 613 West Yellowstone. (Memo due)	C				
Establish Public Hearing for Transfer Location for Satellite Winery Liquor License No. 1 from Table Mountain Vineyards, LLC d/b/a Table Mountain Vineyards Satellite, Located at 731 East 2 nd Street to Table Mountain Vineyards, LLC d/b/a Table Mountain Vineyards Satellite, Located at 1944 CY Ave.	C				
Establish Public Hearing for Speed Ordinance Amendments					C
2nd Reading: Fire Self Inspection Ordinance			N		
2nd Reading: Consideration of an Ordinance Amending Sections 8.40.040 and 8.44.060 of the Casper Municipal Code Pertaining to Administrative Fees for Litter, Weed & Pest Control Abatements.			N		
3rd Reading: Repealing Section 15.15.010 - Building Construction Prohibited During Certain Hours - Exceptions.			N		
3rd Reading: Amending Chapter 8.20 - Noise, of the Casper Municipal Code			N		
Approving and adopting the Mills Platte River Trail Connectivity Study for the Casper Metropolitan Area.				C	
Weed Abatement/Mowing Contracts				C	
Declaring 12 Avon Air Packs and 24 Avon Bottles as Surplus Property, and Authorizing the City Manager to Execute the Necessary Documents to Dispose of Them to the Bar Nunn Volunteer Fire Department.				C	
Declaring 1 Genesis Combi-Tool and Gasoline Powerplant as Surplus Property, and Authorizing the City Manager to Execute the Necessary Documents to Dispose of Them to the Bar Nunn Volunteer Fire Department.				C	
Declaring 5 Avon Air Packs and 10 Avon Bottles as Surplus Property Property, and Authorizing the City Manager to Execute the Necessary Documents to Dispose of Them to Salt Creek Emergency Services.				C	
Declaring 1 Genesis Combi-Tool and Gasoline Powerplant as Surplus Property, and Authorizing the City Manager to Execute the Necessary Documents to Dispose of Them to Salt Creek Emergency Services.				C	
Declaring Certain Preowned Property as Surplus Property, and Sale of the Same to the Highest Bidder, and Authorizing the Mayor to Execute the Necessary Documents to Dispose of the Them.				C	
Authorizing an Equipment Rental Agreement with Club Car, LLC for Use of a Mobile Golf Information System at the Municipal Golf Course.				C	
Authorize and Agreement with the Natrona County Conservation District in the amount of \$40,000.00.				C	
Approving Amendment No. 1 to Lease Agreement between The City of Casper and Mountain West Technologies; Regarding Space at 123 W. 1st Street.				C	

Authorizing a Contract for Professional Services with Recyklng Industrial Repairs, Inc., in the amount of \$72,845.00, for the South Baler Ejector Repair, Project No. 24-025.				Page 3 of 38 C	
Authorize an Agreement with JTL Group, Inc (dba Knife River), for Materials Procurements for the North Platte River Boat Parking Lot, Project No. 23-035. Total amount of \$150,000.00.				C	
Authorize an Agreement with Caspar Building, Inc. in the Amount of \$2,005,000.00 for Construction of Meter Services Building, Project No. 21-036.				C	
Authorize an Agreement for Construction Management Services with Sampson Construction Company, Inc., in the amount of \$67,400.00 for the Casper Business Center Police Remodel, Project No. 23-023.				C	
Authorizing the Purchase of Intrusion Detection Solution in the Amount of \$32,870.00 for Two Years of Services.					C
Executive Session - Land Acquisition & Attorney Client Privilege					

April 23, 2024 Councilors Absent: Haskins			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Pathways National Heritage Area Designation	Direction Requested	4:35	30 min
Dangerous Building Process	Direction Requested	5:05	40 min
Code Enforcement Follow-up (Towing Fees)	Direction Requested	6:05	40 min
WaterSmart Environmental Resources Grant	Direction Requested	6:45	30 min
Credit Card Fees	Direction Requested	7:15	20 min
Agenda Review		7:35	20 min
Legislative Review		7:55	20 min
Council Around the Table		8:15	20 min
Approximate Ending Time:			8:35

May 7, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Tentative Budget to Council					
Pre-Meeting: Citizen Feedback Survey					
Approval of 4/2 Minutes					C
Approval of 4/2 Exec Minutes					C
Approval of 4/16 Minutes					C
Establish Public Hearing - Budget Amendment #3	C				
Public Hearing and 1st Reading Speed Ordinance Amendments					
3rd Reading: Fire Self Inspection Ordinance			N		
3rd Reading: Consideration of an Ordinance Amending Sections 8.40.040 and 8.44.060 of the Casper Municipal Code Pertaining to Administrative Fees for Litter, Weed & Pest Control Abatements.			N		
Natrona County Travel & Tourism Council Board Reappointment					C
Authorize a Revocable License Agreement with Brucke Bauen Casper, LLC, for Installation and Maintenance of an Irrigation Line and an Electrical Line in City of Casper Right of Way. (Tenative)				C	

May 14, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
FWC Study Update (Tenative)	Information Only	4:35	60 min
Downtown Parking Kiosks	Direction Requested	5:35	30 min
Council Conflict of Interest	Information Only	6:05	40 min
Budget Amendment #3	Move Forward for Approval	6:45	15 min
Community Project Funding Process Part 2	Direction Requested	7:00	30 min

Agenda Review		Page 30 of 38	20 min
Legislative Review		7:50	20 min
Council Around the Table		8:10	20 min
Approximate Ending Time:			8:30

May 20, 2024 Councilors Absent:			
Special Budget Work Session Meeting Agenda	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Budget Review	Direction Requested	4:30	4 hrs
Approximate Ending Time:			8:30


May 21, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting:					
Approval of 5/7 Minutes					C
Public Hearing - Budget Amendment #3		N			

May 22, 2024 Councilors Absent:			
Special Budget Work Session Meeting Agenda	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Budget Review	Direction Requested	4:30	4 hrs
Approximate Ending Time:			8:30

May 28, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Budget Review (tentative)	Direction Requested	4:35	4 hrs
Agenda Review		8:35	20 min
Legislative Review		8:55	20 min
Council Around the Table		9:15	20 min
Approximate Ending Time:			9:35

Future Agenda Items

Council Items:			
Item	Date	Estimated Time	Notes
Funding for Sidewalk Repairs/Homeowner Responsibilities			Ordinance issue?
Naming City Garbage Trucks/Plow Follow-up			
Utility Billing Update			Sept
Vegetation Abatement Follow-up			
Recycling and Composting Options			June
Commercial/Heavy Traffic on Residential Roads			
Staff Items:			
Utility Rate Model			May
Summary Proposed Budget to Council	June 4, 2024		
Fort Caspar Feasibility Study			Fall
Website Update			Fall
Online Utility Payment Portal Update			Early Summer
Veteran's Park Plans			Summer
Master Plan			Summer
Rec Joint Powers Board Application			
Code Enforcement Follow-up Part 2 (Time Frame for Addressing Violations)			May
Potential Topics-- Council Thumbs to be Added:			
Future Regular Council Meeting Items:			
Establish Public Hearing: FY25 Budget	6/4/2024		
Public Hearing: FY25 Budget Adoption	6/18/2024		
Urban Forestry Grant			Waiting on a contract
Retreat Items:			
Economic Development and City Building Strategy			
City Facility Retention & Subsidization			

APRIL 2024							
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
31	1 NJCAA D1 Women's Basketball Championship 5:00 pm- 10:00 pm	2	3 TIPS Training 6:00 pm-9:00 pm	4 Load-in TMTT 8:00 am-5:00 pm	5 Load-in TMTT 8:00 am-5:00 pm	6 Toughest Monster Truck Tour 12:30pm- 5:00 pm	
7	8 CNFR Committee Meeting 5:00pm- 6:00 pm	9	10	11 Load-in WAWA 12:00 pm- 5:00 pm	12 WAWA Tournament 7:00am-8:00pm	13 WAWA Tournament 7:00am-8:00pm	
14 WAWA Tournament 7:00 am- 8:00 pm	15	16	17 Load-in Art Symposium 8:00 am-10:00 pm	18 High School Art Symposium 7:00am-5:00 pm	19 High School Art Symposium 8:00am -2:00pm	20 Breaking Benjamin & Daughtry 6:00 pm- 10:00 pm	
21	22	23	24 SkillsUSA Closing Ceremony 6:30 am- 12:00 pm	25 Broadway at the Ford: Annie 6:00 pm- 9:30 pm	26 WyVA Prom 4:00 pm-10:00 pm	27 CDC Art Al Carte 5:00pm-11:00pm	
28 Academic Awards Banquet 5:00 pm- 8:00 pm	29	30	1	2	3	4	

Dangerous Building update:

July 19, 2023 a case was opened for Dangerous Building on the west side of Casper. This location had a deceased owner with squatters having claimed rights to the residence. Numerous Police Calls, the lack of water and electricity to the structure only increased the unsanitary and unsafe living conditions.

The amount of junk litter and debris, as well as illegally running and connected generators made this home a high risk for fire.

After numerous delays, on Dec. 28th, 2023 a new owner had purchased the location, secured a licensed contractor, and renovation and rehabilitation had begun. This alleviated the City of Casper to proceed with demolition with associated costs.

On March 19th, 2024, a C/O (Certificate of Occupancy was issued by the Building Dept on this location.

Attached you will find before and after photographs of the residence. This was a positive outcome of a home that was renovated and will make someone a wonderful starter home.

The hard work across the board from the Building Dept, Fire Dept, Code Enforcement, Police Dept, Attorney's Office and neighbors has made this transformation a reality and positive addition to the community. The support from The City Manager, and Council has been paramount in moving forward in reduction of blight and criminal activity.

Our total expenditure to date on this location was \$5,838 which was for junk clean-up on the exterior, and boarding of the location, plus materials including mailings and postings. This number does not include personnel time.



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