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The Grid

March 8, 2022 Councilmembers Absent: Pollock

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
Updating Rooming of Hotels, Lodging in the City	Direction Requested	4:35	30 min
Council Pre-Meeting or Work Session Attendance	Direction Requested	5:05	30 min
Capital Budget • Downtown One-Way to Two-Way • Water Distribution Garage Building Project	Direction Requested	5:35	90 min
Visit Casper Bus MOU	Move Forward for Approval	6:35	30 min
Cemetery Resolution Revisions	Direction Requested	6:55	30 min
Agenda Review		7:25	20 min
Legislative Review		7:45	20 min
Council Around the Table		8:05	20 min
Approximate Ending Time:			8:25

March 15, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Facility Naming Rights					
New Microbrewery Liquor License No. 9 for Stahoo's Brewery and Taproom, LLC d/b/a Stahoo's Brewery and Taproom, Located at 1015 East 'C' Street.		N			
Visit Casper Bus Procurement					C

March 22, 2022 Councilmembers 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
Parkway Parking	Direction Requested	4:35	60 min
10-Year Destination Plan		5:35	30 min
Complete Street Plan Overview (Zoom)			35 min
Gambling Establishment Licensing/Enforcement	Information Only	6:45	30 min
Agenda Review		6:05	20 min
Legislative Review		6:25	20 min
Council Around the Table		6:45	20 min
Approximate Ending Time:			7:05

April , 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Safe Place Program Implementation & Resolution			
Non-discrimination Ordinance			
Code Enforcement - Municipal Code?			
North Platte River Park No. 2 Subdivision			May
Handymen and Home Inspectors			
Itemization of Addresses on Alarm Calls/Billing			

Staff Items:

City Inspectors Authority/Oversight of Licensed Contractors			
Shipping Container Ordinance Update			
Parks Watering			12-Apr-22
Project Safe			12-Apr-22
FWC Study Spectra and Visit Casper			
Ice Arena Rink Expansion			26-Apr-22
Recreation Refunds			
Sign Code Revision			
Drug Court Update			
Police Response to Alarms			12-Apr-22
Upcoming Legislation			

Potential Topics-- Council Thumbs to be Added:

Restructure of Community Promotions			
Handheld Device Use While Driving?			

Future Regular Council Meeting Items:

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Retreat Items:

Economic Development and City Building Strategy

Force Clean-up

Feb. 9, 2022

Cedar

Overseen by Code Enforcement:

Supervisor – Amber Jividen

Code Enforcement Officer – Justine Tuma

Code Enforcement Officer – Michael Bissey

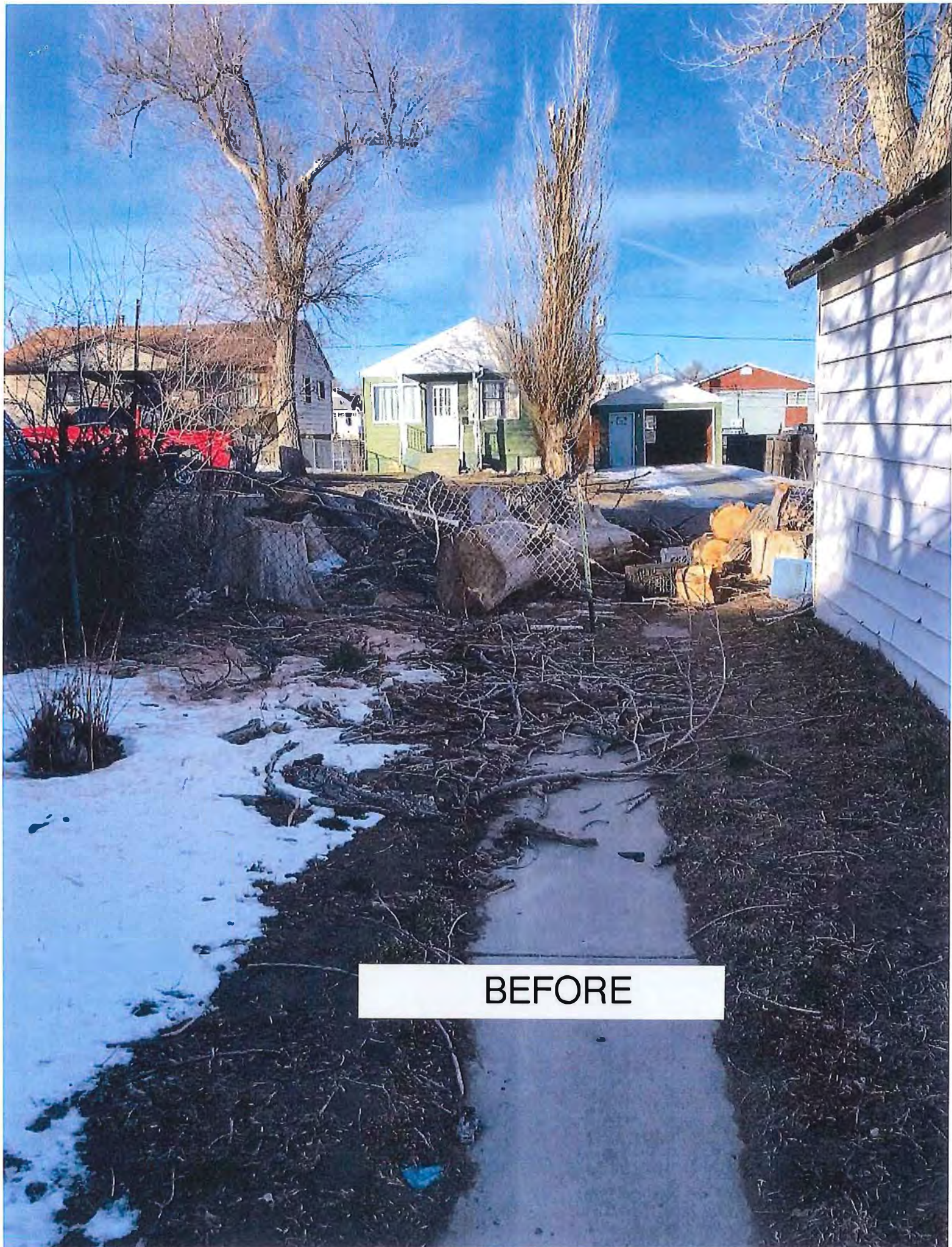


BEFORE



BEFORE





BEFORE



PENDING CLEAN UP

AFTER



AFTER



AFTER

From: Liz Becher <lbecher@casperwy.gov>
Sent: Thursday, February 17, 2022 10:51 AM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Cc: Carter Napier <cnapier@casperwy.gov>
Subject: For the Info Packet - Forced Cleanup #4 (Code Enforcement)

The Boxelder cleanup was due to hoarding. Repeat customer every couple of years, and forced mows every summer. The property owner is assessed the charges and pays them.

Force Clean-up

Feb. 10, 2022

Boxelder

Overseen by Code Enforcement:

Supervisor – Amber Jividen

Code Enforcement Officer – Justine Tuma

Code Enforcement Officer – Michael Bissey





BEFORE

BEFORE





BEFORE



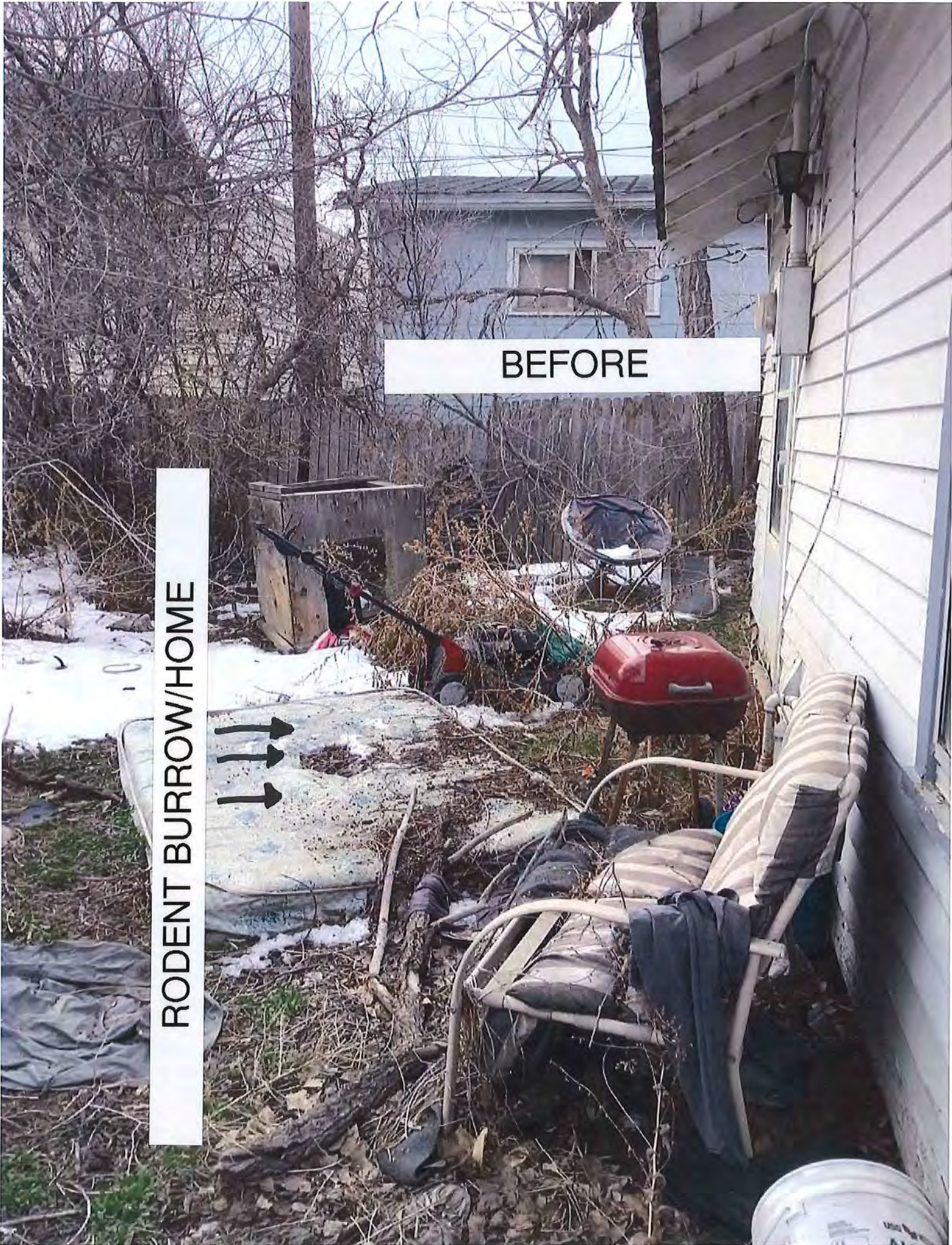
BEFORE



BEFORE

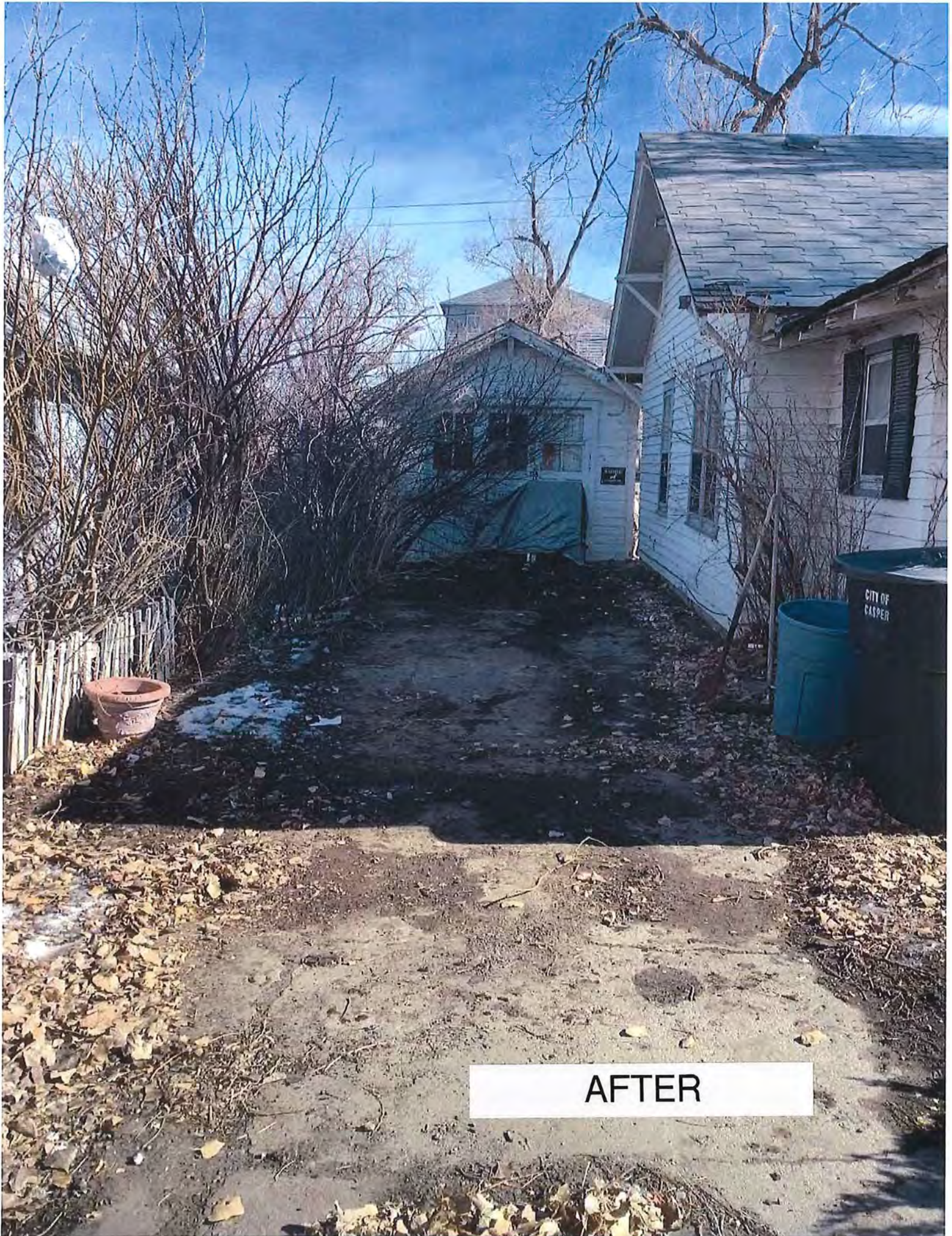
BEFORE

RODENT BURROW/HOME





BEFORE



AFTER



AFTER



AFTER

From: Dave Fraser <dfraser@wyomuni.org>
Sent: Thursday, February 17, 2022 7:50 AM
Subject: WAM Legislative Tracking

The Wyoming Legislature convened on Monday, February 14th. As of Friday morning, 99 House Bills and 73 Senate Bills have been prefiled. The WAM staff and the Legislative Leadership Committee have been reviewing these bills. We are currently tracking 33 of these bills. As bills can be introduced until February 18th, we expect another 50 or so bills to be prefiled before the deadline. As this is a budget session and requires 2/3 majority to be introduced, most of this bills will not be considered.

As in previous years, you can track legislation on the WAM website. We recently replaced our tracking software, and it is now available to track legislation as it moves through the legislative process. This program is called Engagifii and is easier to use than our old Capitol Impact tracking software.

To access this software, you need to go the WAM website, and access the Advocacy Tab; from there click the Track Legislation Tab and this will take you to the tracking software. Once a search is performed you may select the bill number's live link to access the bill text, WAM's analysis of the bill, and other pertinent information, including exactly where the bill is in the legislative process. This link to the website is: <https://wyomuni.org/wam-legislative-tracking-database/>.

Feel free to contact the WAM office for assistance (307-632-0398 or mclaurin@wyomuni.org).

J. David Fraser
Executive Director
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
307-632-0398
dfraser@wyomuni.org
www.wyomuni.org

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



SF36 INCREASES HEALTHCARE COSTS OVER \$20+ MILLION PER YEAR

Please Vote NO on Introduction

SF0036 – Pharmacy Benefit Managers (PBM) Act Enhancements

COST WILL INCREASE MILLIONS:

Passage of SF36 will increase costs millions to BCBSWY members and business by over \$13 million per year. Self-insured BCBSWY business members will see **increases by \$6.9 Million per year.** *Source: February 12, 2021 Blue Cross Blue Shield letter to Wyoming Senate.*

Passage of SF36 will increase costs to the State of Wyoming Employee Group Insurance Plan by \$7.4 million in FY2023; \$7.8 million in FY 2024; and, \$8.3 million in FY2025. *Source: SF36 Fiscal Note: <https://wyoleg.gov/Legislation/2022/SF0036>*

Passage of SF36 will increase costs to cities, towns, and counties.

PATIENTS WILL LOSE ACCESS TO COST SAVINGS:

Wyoming citizens will lose access to cost savings programs. Health Insurance Companies and their Wyoming small business clients will bear claim transaction fees and will **LOSE** access to cost savings programs obtained through mail order pharmacies.

SF36's increased costs will be passed through to Wyoming consumers through higher premiums. Self-funded **businesses will pay more** for their employees' prescriptions.

GOVERNMENT OVERREACH:

SF36 creates government **interference** in private contracting.

SF36 directs government to **subsidize** medicine in Wyoming using private business entities as the funding mechanism.

SF36 restricts private business from applying tools they need to control their healthcare costs. It does not save money. It adds more expense for no additional value in a state with some of the most expensive health care costs in the country.

SF36 targets only those Wyoming citizens with health insurance. SF36 does not apply to those citizens who have government funded programs (Medicare, Medicaid, CHIP), nor does it apply to those with ministry health plans, pharmacy discount plans, etc. This means only those with health insurance will pay the increased costs of this legislation.

SF36 IS UNSAFE

SF36 removes the safety requirement for pharmacies providing specialized services, such as **sterile compounding**, to be accredited by independent entities that rigorous, evidence-based standards in place for these specialized services. The focus on accreditation for specialized pharmacy services is one of the industry's responses to the New England Compounding Center meningitis outbreak in 2012 that sickened 798 individuals and resulted in the deaths of more than 100 people across the country.

SUMMARY

Given the uncertainty of the bill provisions, government interference in private business, removal of safety precautions and the lack of equal application of these provisions across all healthcare consumers.

Please Vote No on SF36. Please consider the issues behind this bill with a possible study to provide objective input into future discussions.

For More Information Contact:

Heather Roe Day, 307.630.3291, Blue Cross Blue Shield of Wyoming

Denise Burke, 307.630.7606, CVS/Caremark

Mike Moser, 307.214.3271, Cigna

Jonathan Downing, 307.630.7632, Pharmaceutical Care Management Association



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING**

THURSDAY, FEBRUARY 17TH, 2022

Virtual by Zoom or in person in the North Platte Conference Room

ZOOM LINK: <https://us02web.zoom.us/j/83689541139>

Phone: 1 253 215 8782 Passcode: 83689541139

5:30 PM

WE RECOGNIZE AND RESPECT COVID, WE WILL PRACTICE SOCIAL DISTANCING AND WILL REQUIRE MASKING BUT ZOOM COULD BE SOME INDIVIDUALS PREFERRED OPTION

- I. AGENDA/MINUTES**
 - a. Previous Meeting Minutes/Notes**
 - i. January meeting minutes*

- II. BUDGET/FINANCIAL**
 - a. FINANCIALS**
 - i. January financials-tabled

- III. BOARD**
 - a. Next Meeting Date**
 - i. Proposed Meeting Date MARCH 17TH, 2022*

- IV. HEALTH OFFICER**
 - i. Health Officer Report

- V. DIVISION REPORTS**
 - a. ADMINISTRATION-Anna**
 - i. COVID-19 UPDATE**
 - 1. Update-Testing/Vaccination
 - a. WDOH Testing Contract-preliminary
 - b. Temporary Structure
 - c. WDOH Vaccine Contract-FINAL*
 - 2. Community Impacts

ii. General Administration

1. Reporting grid-updated, please review
2. Strategic Planning for Board-POSSIBLY MARCH-EARLY APRIL
3. Building update
4. City of Mills-satellite

b. COMMUNICABLE DISEASE-Emma

- i. Expedition
- ii. WyAETC
- iii. HIV Case Management

c. COMMUNITY PREVENTION-Hailey/Anna

- i. Community Prevention
- ii. WCRS
- iii. WYCC

d. ENVIRONMENTAL HEALTH-Ruth

e. NURSING PROGRAMS

- i. DISEASE PREVENTION CLINIC-Kendall
- ii. ADULT HEALTH PROGRAM-Mary Ann
- iii. MATERNAL CHILD HEALTH PROGRAM- Tonya

f. PUBLIC HEALTH PREPAREDNESS- Tammy

- i. Preparedness
 1. Final grant award
- ii. Staff
- iii. CPR

g. City/County Liaison

h. Board Member Reports

i. Adjourn

**CASPER UTILITIES ADVISORY BOARD
CITY OF CASPER
MEETING AGENDA**

Casper City Hall
Downstairs Meeting Room

Wednesday, February 23, 2022 7:00 a.m.

AGENDA:

- * 1. Consider Approval of the December 8, 2021 Meeting Minutes
- * 2. Discuss Statistical Report
 - a. November 2021
 - b. December 2021
 - c. January 2022
- * 3. Consider Contract for Outside-City Water Service with James A. See, 3810 Squaw Creek Road
- * 4. Discuss FY2023 Capital Improvement Projects
 - a. Water Fund
 - b. Sewer Fund
 - c. WWTP Fund
- 5. Other Business
- 6. Adjournment

Additional Information:

- A. Agendas and approved minutes of the Central Wyoming Regional Water System Joint Powers Board can be accessed on their website, www.wyowater.com, under the News & Notices tab, or at the following links:

RWS Agendas - <http://www.wyowater.com/board-meetings>

RWS Minutes - <http://www.wyowater.com/board-minutes>

- B. Sales Tax Chart

**CASPER PUBLIC UTILITIES ADVISORY BOARD
CITY OF CASPER**

**MEETING PROCEEDINGS
December 8, 2021
7:00 a.m.**

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, December 8, 2021 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
 Secretary John Lawson
 Member Richard Jay
 Member Bruce English
 Council Liaison Steve Cathey

Absent: Vice President Jim Jones

Staff Present: Public Services Director, Andrew Beamer
 Financial Services Director, Jill Johnson
 Public Utilities Manager, Bruce Martin
 Administrative Technician, Janette Brown

Others:

The regular meeting was called to order at 7:01 a.m. by President Bell.

1. President Bell asked for a motion to approve the minutes from the November 17, 2021 meeting.

A motion was made by Board Member English and seconded by Board Member Jay to approve the minutes of the November 17, 2021 meeting as presented. Motion passed.

2. Mr. Martin asked the Board to reference the rate model on the screen. Mr. Martin stated that this is the same model that has been used for the last several years. Mr. Martin stated that the black line is the minimum reserves level. The blue line is the balance, and the green line is a 10% buffer above the minimum that is optimal for the Reserve Fund. Mr. Martin stated that the fear is that if the 10% buffer isn't there, we will be constantly operating around the reserve requirement and dipping down below the minimum. Mr. Martin stated that the goal is to operate above the black line.

Mr. Martin stated that the following assumptions were used to update the rate analysis proforma:

- 1) A 6% rate of inflation for operation and maintenance costs.

- 2) A 6% rate of inflation for Central Wyoming Regional Water expense. These rates are set by the RWS in July.
- 3) A 0.5% rate of growth.
- 4) The model assumes that \$12 M in grant and/or loan funding will be obtained for the 10 MG Reservoir rehabilitation or replacement project.
- 5) The model includes the continued use of \$2.5 M of 1%#16 funds each year for FY22 – FY26. One cent funding allows for 0.5% of the water mains to be replaced annually.

Mr. Martin stated that several of these assumptions can be adjusted to show the Board how Reserves will look with the adjustments.

Mr. Martin stated that the rates will be set for two years, 2022 and 2023. Mr. Martin stated that Council reviews the rates each year.

Mr. Martin stated that with no rate increase, the Water Fund Balance drops drastically.

President Bell asked if the rate model on the screen was only for the Water rate. Mr. Martin stated that was correct; the Sewer Rate Model will be reviewed next.

Secretary Lawson asked if the increase in Water Fund Revenues is 0.5% each year. Mr. Martin stated that was correct; when the factors are input in the model, it uses that factor for each year.

Board Member Jay asked if the RWS inflation factor is expected to increase by 6%. Mr. Martin stated that it is a good starting point. Mr. Martin stated that inflation costs are high right now, with chemicals and supplies seeing 8% to 10% increases.

Board Member Jay asked that the rate model reflect a 10% increase in inflation and RWS rate. Mr. Martin made the requested revisions.

President Bell asked if the rate included funding from the Infrastructure Bill. Mr. Martin stated it does not include any funds from the Infrastructure Bill. Mr. Martin stated that there is the potential that some of those funds would be available, but it is unknown at this point how they will be available, whether it will be grants or loans. President Bell stated that the newspaper stated that EPA gets \$50 B to disperse amongst the States, but Wyoming only gets \$63 M, and will be available in grants and forgivable loans.

Ms. Jill Johnson arrived. Mr. Martin introduced Ms. Johnson, Financial Services Director, to the Board.

Mr. Beamer stated that Casper will have to apply for funding from the Infrastructure Bill once the funds are available.

Board Member Jay asked that any decision on the Water Fund rate wait until the Board reviews the Sewer Fund rate.

Mr. Martin stated that the Sewer model uses 6% for inflation, growth, and Regional Wastewater System expenses. Mr. Martin stated that the model includes the continued use of \$500,000 of 1%#16 funds each year for FY22 – FY26 for sewer line replacement. Mr. Martin stated that the combination of One Cent funding and Sewer funds allow for 0.32% of the sewer mains to be replaced/rehabilitated annually.

Council Liaison Cathey asked if the sewer rate model does not include the major modifications that will be required at the WWTP in ten years. Mr. Martin stated that was correct. Mr. Martin stated that the model does not include setting any funds aside for the WWTP modifications as it would be an adder on top of the rate increase. Mr. Martin stated that with interest rates so low, the City would not make much on putting it in the bank.

Board Member Jay asked if the City is looking at the Infrastructure Bill funding for taking care of some of the issues at the WWTP now instead of later. Mr. Martin stated that staff will be looking at what will be available, and how it will be available. Mr. Martin stated that if the funds are available as a loan, even with Principal Forgiveness, it will have to be paid back so will show up in the Debt Service. Mr. Martin stated that as those funds come available, staff will look at using them for some of the projects. Mr. Martin stated that it looks like that funding will have to be spent by 2026, so if the WWTP won't be looking at nutrient removal for ten to fifteen years, staff can start looking at piping and other projects that will be used during the upgrade to take care of some of it now.

Council Liaison Cathey stated that depending on the Infrastructure Bill funding for projects is like counting your chickens before you know how many eggs have been laid.

Board Member Jay stated that in the same vein, if contingency planning isn't done, you could be caught flat footed.

Mr. Martin stated that staff will investigate different types of funding for the WWTP projects.

President Bell stated that EPA hasn't set any regulations for Selenium yet. Mr. Martin stated that he thinks EPA will set Selenium and Nutrient regulations in the next 10 – 15 years.

Secretary Lawson stated that 6% for inflation for the rest of the period will cause other issues. Council Liaison Cathey stated that it will cause issues if inflation ends up at 8% this year and lowers in the out years. Mr. Martin stated that is why the figure of 6% is being used in the rate model for each year, as it averages out.

President Bell stated that he thinks most of the increase in inflation is caused by fuel prices and he doesn't expect it to change unless some drastic changes are made.

Mr. Martin stated that Council is the rate setting authority, but recommendations from the Board will be included in the information packet to City Council.

Board Member English stated that he thinks the 6% rate increase matching the 6% inflation factor is a reasonable position to be in.

President Bell stated that he doesn't understand why staff doesn't operate at the reserve minimum. Mr. Martin stated that the reason for the 10% buffer is that the goal is to operate above the reserve requirement. Mr. Martin stated that if the buffer is eliminated, there will be a lot of time operating at the minimum reserve limit and dipping into reserves. Mr. Martin stated that is not optimal for the reserves. Mr. Martin stated that it is better to have smaller rate increases each year than to have small rate increases now, and very large rate increases in out years.

Secretary Lawson stated that we don't know what inflation will be in another year, or two, but we know what it is now. Secretary Lawson stated that we're just trying to match the inflation on the Water rate. Secretary Lawson asked about the increase in the Sewer rate. Secretary Lawson stated that 6% is explained by inflation, but what about the other 5%. Mr. Martin stated that the other 5% is the WWTP capital expenditures, and Sewer main replacements. Mr. Martin stated that the rate increase is never really going to match the rate of inflation due to planned capital expenditures.

President Bell asked what the water and sewer rates are in other towns. Mr. Martin asked the Board to reference the rate comparison on the screen. Mr. Martin stated that Casper is in the middle, so the rates are average. Mr. Martin stated that every system is different, but comparable to surrounding entities.

Mr. Martin stated that some entities use different funding, like a 6th cent tax, to help keep their rates down. Mr. Martin stated that 1% funding helps keep the Casper rates down. Mr. Martin stated that the rate models have anticipated 1% if it passes, but if it doesn't pass, the rates will have to be increased to cover the costs, or capital expenditures will have to be decreased.

Council Liaison Cathey stated that there are some big gaps in capital spending and infrastructure maintenance. Council Liaison Cathey asked what the split is on streets with utility replacements. Mr. Beamer stated that Utilities is charged for the pipe replacement, and the surface replacement above the pipe, and Streets would pick up the balance.

Mr. Martin stated that Council Liaison Cathey makes a good point. Mr. Martin stated that if Council decides to move some of the One Cent funding over to Streets, capital will either have to be reduced, or the rates will have to be increased in order to offset it.

Board Member Jay stated that people see streets, they don't see the water and sewer mains. Mr. Beamer stated that they do see their water and sewer bill. Board Member Jay stated that they don't vote on their water and sewer bills either.

Council Liaison Cathey stated that he doesn't think it will be a major surprise to anyone that things go up because of inflation. Council Liaison Cathey stated that it should be an easy sell to the public due to the increased costs of supplies and fuel, and the material

shortages. Council Liaison Cathey stated that the cost of pipe has gone up and is two to three months out because of production.

Mr. Martin stated that the North Platte Sanitary Sewer Project is getting ready to go out for bid and the project estimate increased \$1 M in eight months.

President Bell asked the Board how they wish to proceed. Board Member English stated that with all the factors he thinks that a 6% water rate increase and 11% sewer rate increase is a good balance.

Secretary Lawson stated that these rate increases are for two years, but asked if they are reviewed every year. Mr. Martin stated that the rate increases are set for two years, but are reviewed each year and can be adjusted in the off year.

Board Member English asked when the last rate increase took place. Mr. Martin stated that rates increased in January 2021. Mr. Martin stated that the water rate increase was 3%, and the sewer rate increase was 6%.

Mr. Martin stated that in the Financial Plan set by Raftelis in 2017-2018, they had the water rate increase at 3% for 10 years, and sewer rate increase at 8% for 10 years. Mr. Martin stated that was not anticipating the inflation that is being seen now. Mr. Martin stated that things are going to change every year.

Secretary Lawson stated that no one could predict what is going on now.

A motion was made by Board Member Jay and seconded by Board Member English to recommend to Council a rate increase of 6% for water, and 11% for sewer to go into effect each year on January 1, 2022 and on January 1, 2023.

Council Liaison Cathey stated that up until this year there was a 3% water and 8% sewer rate increase projected, so in reality over the projections there is only a 3% increase due to inflation.

Board Member Jay stated that the expense projections were lower in the long term.

Motion passed.

3. In other business:

- a. Board Member Jay wished staff a Merry Christmas and thanked them for all they do for the citizens. Secretary Lawson stated that is seconded by all the Board.

President Bell asked what the meeting outlook is for January. Mr. Martin stated that there are no Outside-City Agreements to discuss, so there might not be a meeting in January.

A motion was made by Secretary Lawson and seconded by Board Member English to adjourn the meeting at 7:51 a.m. Motion passed.

Secretary

DRAFT

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
NOVEMBER 2021**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	148,355,741	184,337,611	148,482,128	1,846,575,598	1,980,470,580
NEW SERVICES	10	4	11	45	51
<i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i>					
PRECIPITATION (Inches)	0.48	2.69	0.04	6.58	5.48

REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	3	3	3	13	12
SERVICE LINE BREAKS	1	3	1	13	2
SEWER MAIN STOPPAGES	1	2	4	5	4

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	19,819	19,838	19,802
COMMERCIAL (WATER & SEWER)	1,682	1,687	1,678
OUTSIDE CITY (WATER RES)	492	494	491
OUTSIDE CITY (WATER-COMM)	135	136	129
IRRIGATION ONLY	232	241	245
TOTAL NUMBER OF ACCOUNTS	22,360	22,396	22,345

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
DECEMBER 2021**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	143,199,077	148,355,741	150,325,756	1,989,774,675	2,141,674,744
NEW SERVICES	7	10	13	52	58
<i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i>					
PRECIPITATION (Inches)	0.63	0.48	0.68	7.21	6.08

REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	0	3	5	13	14
SERVICE LINE BREAKS	2	1	2	15	2
SEWER MAIN STOPPAGES	2	1	2	7	5

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	19,856	19,819	19,789
COMMERCIAL (WATER & SEWER)	1,683	1,682	1,687
OUTSIDE CITY (WATER RES)	494	492	488
OUTSIDE CITY (WATER-COMM)	135	135	129
IRRIGATION ONLY	229	232	244
TOTAL NUMBER OF ACCOUNTS	22,397	22,360	22,337

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
JANUARY 2022**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	158,342,330	143,199,077	141,759,539	2,148,117,005	2,284,397,487
NEW SERVICES	10	7	7	62	63
<i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i>					
PRECIPITATION (Inches)	0.90	0.63	0.48	8.11	6.56

REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	3	0	1	16	15
SERVICE LINE BREAKS	0	2	1	15	2
SEWER MAIN STOPPAGES	3	2	0	10	5

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	19,893	19,856	19,828
COMMERCIAL (WATER & SEWER)	1,682	1,683	1,689
OUTSIDE CITY (WATER RES)	495	494	492
OUTSIDE CITY (WATER-COMM)	135	135	129
IRRIGATION ONLY	228	229	244
TOTAL NUMBER OF ACCOUNTS	22,433	22,397	22,382

February 9, 2022

MEMO TO: Michael Bell, President
Members, Casper Public Utilities Advisory Board

FROM: Andrew Beamer, P.E., Public Services Director
Bruce Martin, Public Utilities Manager

SUBJECT: Authorizing a Contract for Outside-City Water Service with James A. See

Meeting Type & Date

CPU Advisory Board Meeting
February 23, 2022

Action Type

Approval

Recommendation

That the CPU Advisory Board authorize a Contract for Outside-City Water Service with James A. See.

Summary

This contract provides Outside-City water service for 3810 Squaw Creek Road, a parcel of land located west of Casper in the Squaw Creek Area. The property will obtain water service by connecting to the new 12-inch West Casper Zone II water main located in Squaw Creek Road. The property is located approximately 150 feet north of the water main. The Natrona County Board of Commissioners have issued a License to the Owner for installation of the water service line in the Squaw Creek Road Right of Way. A curb stop and meter pit will be located near the water main with City ownership and responsibility ending at the curb stop. The Owners will furnish, install, own, and maintain the meter pit and water service line from the curb stop to the residence.

This property is not contiguous to the Casper City limits and a Commitment to Annex has been signed as it is within Casper's growth boundary.

This agreement will be presented to the Casper City Council at an upcoming regular Council Meeting.

Financial Considerations

No financial considerations

Oversight/Project Responsibility

Bruce Martin, Public Utilities Manager

Attachments

Agreement
Commitment to Annex

James See
Contract for Outside-City Water Service

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2022, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as “City”, and James A. See, 3810 Squaw Creek Road, Casper, Wyoming 82604; hereinafter referred to as “Owner.”

RECITALS

- A. Owner is the owner of certain land as described in Exhibit “A” (attached hereto and made a part of this Agreement) being the N/2 of Lot 34 of the Swingle Ranch Tracts, being located in the NW1/4 of the SE1/4 of Section 24, Township 33 North, Range 80 West of the 6th P.M., in Natrona County, Wyoming, with an address of 3810 Squaw Creek Road, Casper Wyoming 82604, which is not within the corporate limits of the City of Casper; and,
- B. Owner desires to obtain water service from City for such property as described in Exhibit “A”; and,
- C. Owner can connect by a service line into the 12-inch water main located in Squaw Creek Road; and,
- D. Owner has obtained License **29-21-12**, attached as Exhibit “B” (attached hereto and made a part of this Agreement), from the Natrona County Board of Commissioners authorizing the water service to be placed in the Squaw Creek Road right of way; and,
- E. Owner and City have agreed to such outside-city water service under the terms and conditions of this Agreement.

NOW THEREFORE, it is hereby agreed among the parties as follows:

- 1. Service
 - a. The property served shall be limited to that described in Exhibit “A.” No other properties shall be served without the express permission of the City Council of the City of Casper.
 - b. Owner shall be allotted one (1), water service connection and meter to the property shown on Exhibit “A.” No other properties may be served from this connection.
 - c. The water service line curb box shall be installed approximately ten (10) feet from the transmission line located in Squaw Creek Road. A meter pit and water meter shall be installed by Owner immediately downstream of the curb box.
 - d. The City shall own, operate, and maintain the individual 1-inch service line to the curb stop. The Owner shall own, operate, and maintain the meter pit.

- e. The Owner shall, at Owner's sole cost and expense, install a water service line from the meter pit to the Owner's property.
- f. The Owner shall own, operate and maintain the water service line beyond the curb box located on Squaw Creek Road.
- g. The Owner shall be responsible for obtaining easements from other property owners for the water service line as needed at its sole cost and expense.

2. Right of Inspection

- a. The City shall have the right to inspect all water system construction. All water system construction must meet City requirements. Before connection of the water services to any building, all work must be accepted and approved by the City.
- b. The curb box for the water service line shall be protected during the subsequent course of developing the property from damage, and the Owner shall be wholly responsible for the repair and replacement to the City's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade.

3. Charges for Service

- a. All meter pits, vaults, and water meters, as required by the City's staff, shall be obtained and installed by and at the Owner's sole cost and expense according to the rules and regulations of the City. The meter pit or vault shall remain the property of the Owner and be located on the property lines.
- b. Owner will pay to the City the then-current outside-City system investment charge for each connection (lot) to be served with water. The Owner shall also pay to the Central Wyoming Regional Water System Joint Powers Board, the then-current Regional Water System investment charge for each connection to be served with water. Payment will be made prior to actual receipt of water service provided by the City.
- c. The charge for water service provided shall be at the City's existing rate as the same shall apply from time to time for all retail outside-City water service, until such time as said property is annexed into the City of Casper. After annexation, the rates will be the existing rates for retail inside-City water service.

4. Regulation

- a. Water service to be provided shall be only to the extent provided for herein and to the extent that said water service is available and above that which is necessary to

satisfy the needs of the incorporated area of the City of Casper. In times of drought, extreme demand, or facility failure, water service may not be available.

- b. Owner shall make the necessary provisions so that each building to be served shall have a pressure reducing valve limiting pressure to a maximum of 60 psi, and shall encourage all residents to adhere to the following water saving device recommendations: toilets with a maximum flush of 3 1/3 gallons; aerators which provide for a maximum flow of 1 gpm on all bathroom sinks; and water saving shower heads to limit flow to maximum 3.0 gpm.
- c. The Owner agrees to abide by the rules and regulations of the City regarding the use of its water and sewer facilities, all relevant ordinances of the City of Casper relating to water and sewer service; all other state and federal laws, rules, and regulations including, but not limited to, all provisions of the Federal Pretreatment Regulations (40CFR, Part 403), and all City ordinances relating to industrial pretreatment.

5. Fire Flows

- a. The Owner agrees that fire flow capabilities to his properties are impractical at this time. The Owner, by signing this agreement, understands that there are certain risks that Owner and Owner's property may be subject to by not having fire flow capabilities. The Owner is willing to assume these risks and irrevocably, fully and forever releases and discharges the City of Casper, the City Council, and its mayor, the Casper Public Utilities Board, and all their officers, employees, agents, managers, and contractors from all negligence, claims, demands, liabilities, causes of action, or damages of any kind relating to any harm, personal injury, wrongful death, property damage, or debt suffered resulting from lack of fire flow to Owner's property.
- b. The terms of this release in this Agreement are contractual and not a mere recital. If the property is owned or leased by the Owner, and anyone else as husband and wife, tenants in common, partnership, corporation, or any other legal entity other than an individual, Owner hereby states and certifies that the Owner is authorized by such individual or other entity to bind such individual or entity to this release. This release shall be binding upon the Owner's personal representatives, heirs, successors, and/or assigns. The Owner acknowledges by execution of this release that Owner fully understands these provisions and fully and voluntarily enters into them. This release shall not affect any immunities of the City of Casper pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., as amended.

6. Construction Term

The Owner shall be allowed two (2) years from the time of consummation of this Agreement to complete the water service line construction and necessary

improvements. Should the construction not be completed within this time period, this Agreement shall automatically become null and void.

7. Annexation

- a. The Owner hereby agrees to annex its property to the City upon the request of the City Council, or upon a property owner's petition for the annexation thereof. The Owner and its mortgagee(s) shall execute a commitment to annex its property to the City of Casper on a form acceptable to the City of Casper. The commitment to annex form shall be executed concurrently with this agreement. It shall provide that the commitment to annex shall be binding upon the Owner and its mortgagee(s), their heirs, successors, and assigns forever, and shall be included in every sale, conveyance or mortgage involving the above-described property. It shall further run with and bind the real property described and set forth in Exhibit "A." This Agreement shall terminate, and be null and void between the parties, and the City shall have the right to terminate all services provided under this Agreement if the Owner fails to annex its property to the City within one (1) year after being requested to do so by the City Council, or within one (1) year after the City Council's approval of a property owner's petition for the annexation thereof.
- b. Upon annexation and thereafter, Outside Property Owners shall dedicate all rights of way and easements deemed necessary to the City, all in a form acceptable to the City and meeting Casper Municipal Code requirements.
- c. Upon annexation and thereafter, Outside Property Owners, at their sole cost and expense, shall plat any unplatted property in accordance with requirements set forth in the Casper Municipal Code.
- d. Upon annexation and thereafter, Outside Property Owners shall agree to waive any statutory right to oppose City zoning requirements or designations as set forth in the Casper Municipal Code.

8. Future Improvements

- a. The Owner agrees to participate in future water system, sewer system, street improvements, sidewalk improvements, street lighting improvements, and other needed municipal improvements on Squaw Creek Road at the request of the City Council of Casper. The participation may be with the City of Casper, an Improvement and Service District, a Water and Sewer District, or a private developer.
- b. Future design and construction costs include, but are not limited to, planning, design, construction, land acquisition, financing, and legal.
- c. The Owner agrees to and hereby waives any statutory right to protest the commitment to participate in future water system, sewer system, street, sidewalk,

street lighting, or other needed municipal system improvements. The Owner further agrees to and hereby waives any statutory right to protest the creation of a Local Assessment District, an Improvement and Service District, or a Water and Sewer District established for the purpose of street, sidewalk, street lighting, or other needed municipal improvements which would encompass his property.

- d. This commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other municipal improvement design and construction shall be included in every sale, conveyance, or mortgage involving the above described property and shall be binding upon the current owners and mortgagees, and all heirs, successors in interest and assigns. This commitment shall be binding upon and run with the land set forth herein.
- e. Needed water and sewer main extensions/improvements including, but not limited to, planning, design, land acquisition, and construction are the responsibility of the Outside Property Owner. Water and sewer main extensions must extend to and through the property. Water and sewer service lines must not extend in rights of way beyond the property line without approval of the City Engineer. Outside Property Owners are responsible for the costs associated with the extensions/improvements.

9. Discontinuance of Utility Services/Remedies

- a. A utility service provided under this Agreement may be discontinued in accordance with Casper Municipal Code Section 13.03.070, or for any material breach of this Agreement by the Owner.
- b. The remedies in this section are in addition to any other remedies in this Agreement, or which the City may otherwise have at law or equity, and are not a limitation on the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs if the City must enforce the provisions of this Agreement in a court of law.

10. General Provisions

- a. Successors, Assigns and Recording: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property and set forth in Exhibit "A" attached hereto, and shall be recorded in the Natrona County real estate records by the City at the Owner's sole cost and expense. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming

Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.
- h. Severability: If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to the misconduct by the Party seeking such compensation.
- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or

such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owner Info
James A. See
3810 Squaw Creek Road
Casper, Wyoming 82604

City of Casper
Attn: Public Services Director
200 North David Street
Casper, Wyoming 82601

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.
- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.
- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.
- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

[The rest of this page is intentionally left blank.]

EXECUTED the day and year first above written.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Fleur Tremel
City Clerk

Ray Pacheco
Mayor

WITNESS:

OWNER:

James A. See

The undersigned mortgagee for James See hereby agrees to, consents, and ratifies this agreement.

Date

MORTGAGEE

By: _____

Printed Name: _____

Title: _____

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this _____ day of _____, 2022,
by James A. See as Owner of 3810 Squaw Creek Road.

(seal)

NOTARY PUBLIC

My commission expires: _____

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this _____ day of _____, 2022, by

_____ as _____
of _____ the Mortgagee.

(seal)

NOTARY PUBLIC

My commission expires: _____

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

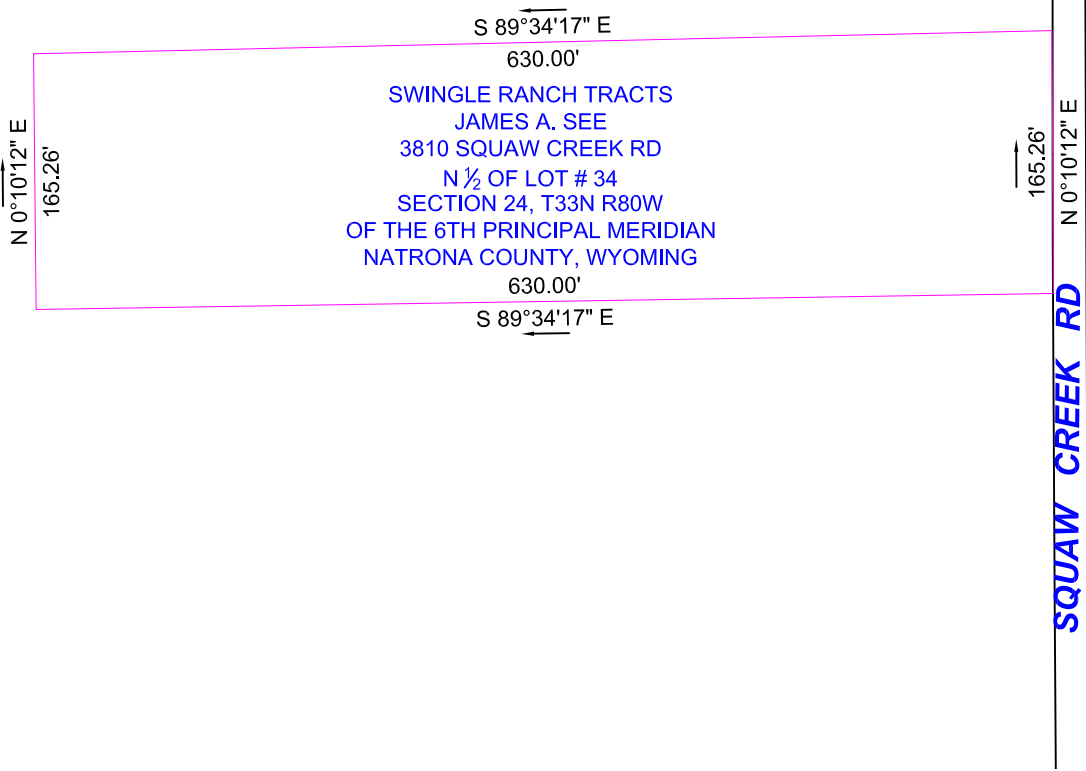
This instrument was acknowledged before me this _____ day of _____, 2022,
by Ray Pacheco as the Mayor of City of Casper, Wyoming, a Wyoming municipal corporation.

(seal)

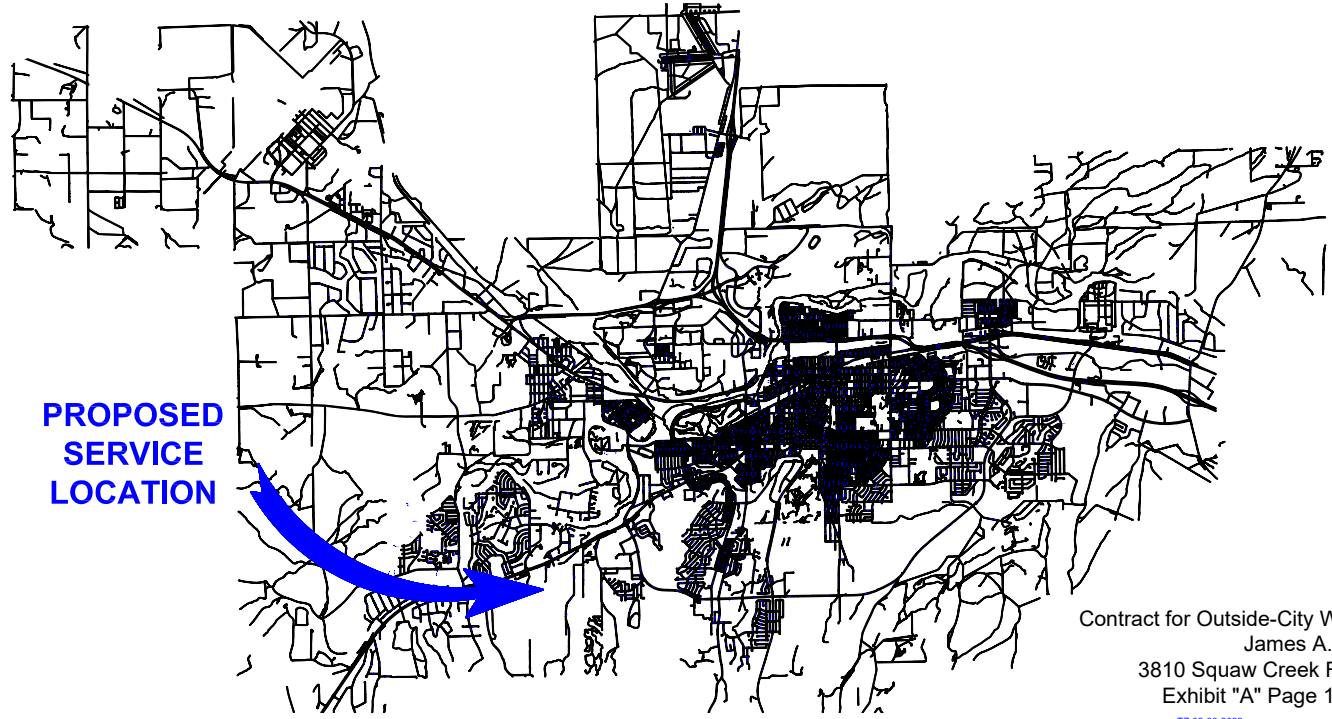
NOTARY PUBLIC

My commission expires: _____

LOCATION MAP EXHIBIT "A"

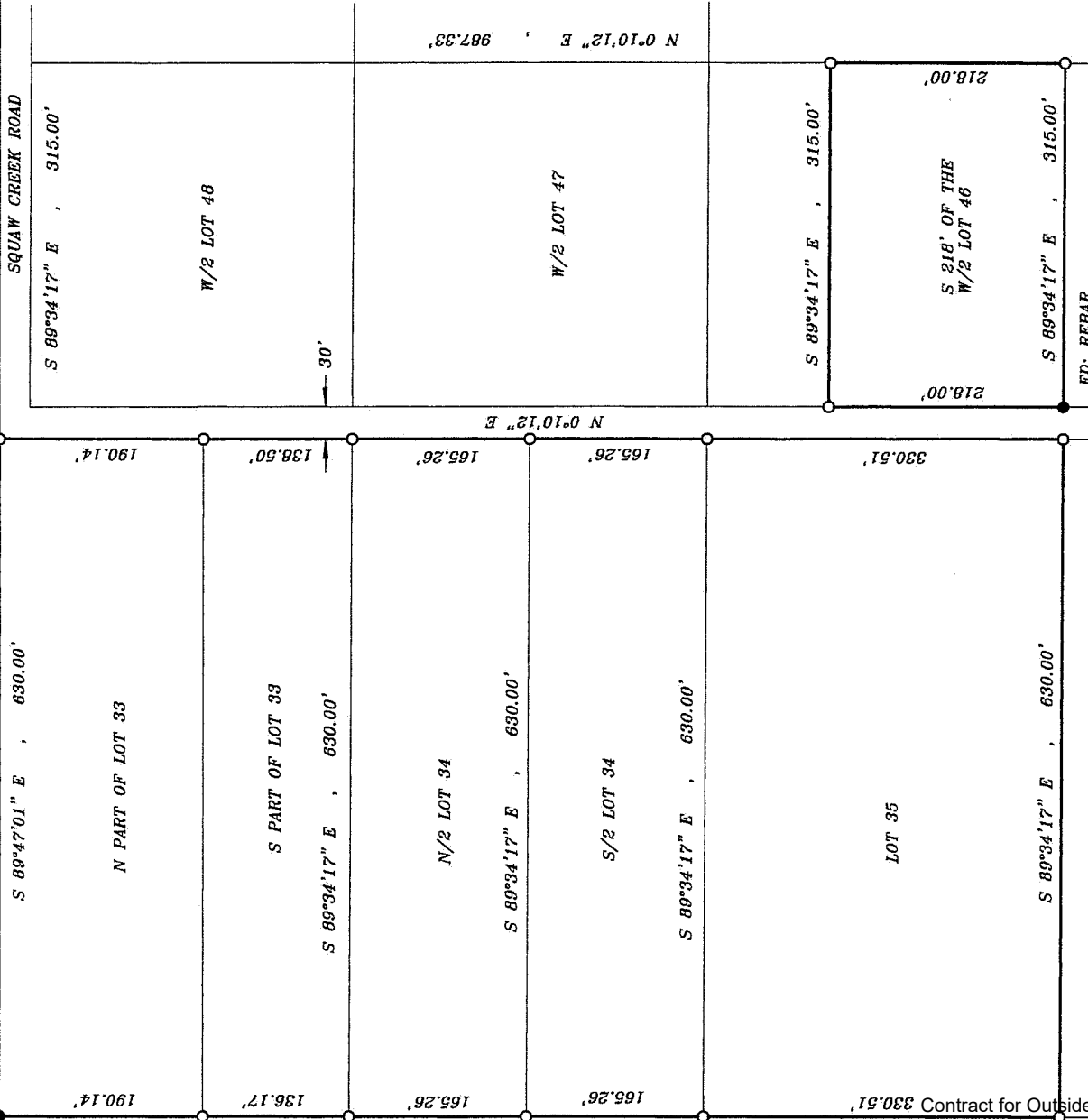


VICINITY MAP



FD: REBAR & CAP

S 89°47'01" E , 712.35' FD: REBAR E/16TH, SEC. 24



● = FOUND SURVEY MONUMENT

○ = SET REBAR & CAP

SCALE: 1" = 160'



SURVEYOR'S CERTIFICATE:

I, DANIEL A. SIEK, A REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING DO HEREBY CERTIFY THAT I MADE A SURVEY OF THE LAND SHOWN HEREON DURING THE MONTH OF MAY, 2005 AND THAT THIS PLAT IS AN ACCURATE REPRESENTATION THEREOF.



PLAT OF SURVEY
 LOTS 33, 34, 35 AND THE
 S 218' OF THE W/2 OF LOT 46,
 SWINGLE RANCH TRACTS,
 NATRONA COUNTY, WYOMING

FD: REBAR

PREPARED BY SIEK SURVEYING SERVICE, CASPER, WYOMING (307)266-6829 JOB NO. 35-05

N 0°10'12" E , 987.33'

330.51' Contract for Outside-City Water

IRON MAIDEN®
 U.S.A. DESIGN PATENT 4139248-1979
 CANADIAN PATENT 10655729-1979
 1977
 (RD)

HOUSTON, TEXAS, U.S.A.

IRON MAIDEN® SYSTEMS

SWINGLE RANCH TRACTS Packet 12
 Folder 5

SWINGLE RANCH TRACTS

STATE OF WYOMING
 County of Natrona
 This instrument was filed for
 record on 4.30.23 at 10:15 AM and does
 not affect the priority of any
 instrument in Book 39 of Deeds on

This is to certify that Charles H Swingle and Eva Swingle, husband and wife are the sole owners and proprietors of the South One Half (S 1/2) of Section Twenty-four (24) Township Thirty-three (33) North, Range Eighty (80) West of the Sixth (6th) Principal Meridian in Natrona County, Wyoming, and that the above and foregoing sub-division of the said land as appears on this plat is with the free consent and in accordance with the desires of the undersigned owners and proprietors; that this plat is supplemental to and amendatory of the original plat and dedication of the same subdivision as the same appears of record in Book 33 of Deeds at Page 191 records of Natrona County, Wyoming, and is made and filed for the purpose of correcting technical errors in said original plat and dedication; that said undersigned owners and proprietors hereby waive and release any and all rights in and to said above lands under and by virtue of the Homestead Exemption laws of the State of Wyoming, and that the streets and alleys as shown hereon are hereby dedicated to the Public use.

Witness: Chloagner
Charles H Swingle
Eva Swingle

The State of Wyoming, } ss.
 County of Natrona.

On this 17th day of May A.D. 1923, before me personally appeared Charles H. Swingle and Eva Swingle, husband and wife, to me known to be the persons described in and who executed the above and foregoing instrument and acknowledged that they signed, sealed and delivered the same as their free act and deed, for the uses and purposes therein set forth, including the release and waiver of the right of homestead, the said wife having been by me fully apprised of her right and the effect of signing and acknowledging the said instrument

Given under my hand and Notarial Seal this 17th day of May A.D. 1923.

Chloagner
 Notary Public

My commission expires June 19th, 1923

The State of Wyoming, } ss.
 County of Natrona.

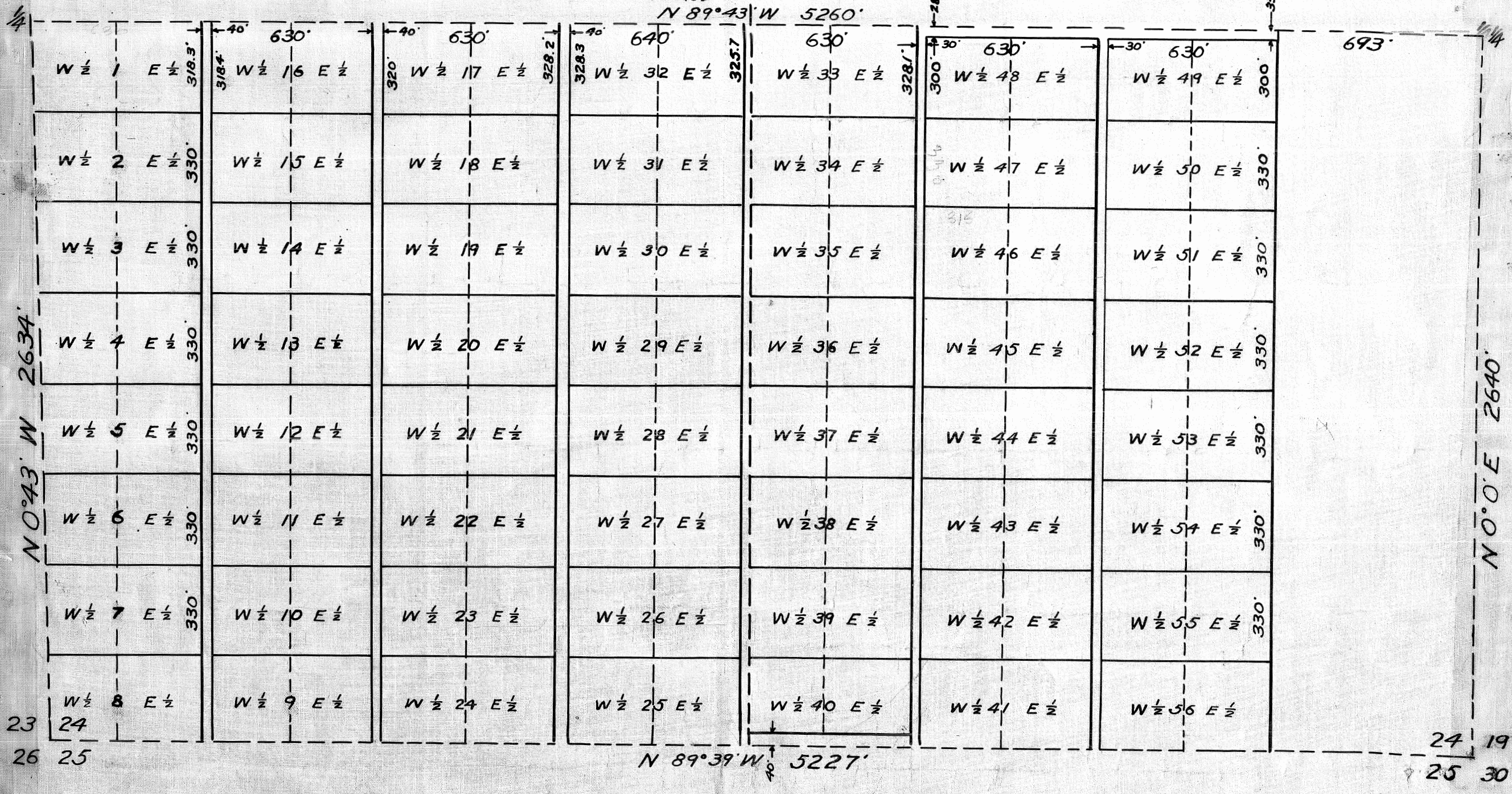
Albert M. Zuill of Casper, Wyoming, of lawful age and first duly sworn according to Law, on his oath says; that he is a licensed engineer in the State of Wyoming; that he made a survey of the South one-half (S 1/2) of Section twenty four (24) Township thirty three (33) North, Range eighty (80) West of the sixth (6th) Principal Meridian in Natrona County, Wyoming, at the request of Charles H. Swingle and Eva Swingle, husband and wife, owners and proprietors of the land; that they subdivided said land into Tracts and Streets as shown by the Plat to which this certificate is attached and of which it forms a part and that said Plat is a true and correct representation of said survey.

Subscribed in my presence and sworn to before me this 17th day of May A.D. 1923.

Albert M. Zuill
 Surveyor
Chloagner
 Notary Public.

My commission expires June 19th, 1923.

SUBDIVISION
 SOUTH 1/2 SECTION 24, T. 33 N., R. 80 W.
 OF
 6TH PRINCIPAL MERIDIAN.



WATER FUND FY23 CAPITAL PROJECTS

Work Group Water Distribution
Project Name Water Distribution Garage Addition
Project Type Engineering Project
Project Number 2010021014

Description This addition or new building will be to expand the footprint of the existing water distribution garage.

Justification Existing, office, inventory, and vehicle storage space is limited. This addition will allow for additional space so that personnel can better provide customer services and so that inventory and equipment is protected from the elements.

Budget Summary

Project	Expenditures	2023	Total
2010021014	2010030 BUILDING	\$1,300,000	\$1,300,000
		\$1,300,000	\$1,300,000

Project	Funding Source	2023	Total
2010021014	WATER CUR	(\$1,300,000)	(\$1,300,000)
			(\$1,300,000)

Work Group Water Distribution
Project Name FY23 Misc Water Main Replacements
Project Type Engineering Project
Project Number 2010023001

Description Annual Misc Water Main Replacements.

Justification The average water main life expectancy is 60 to 100 years. Casper has very corrosive soils leading to even shorter pipe life expectancy. Each year, a portion of the water mains must be replaced to maintain the system. These projects are aimed specifically at replacing corroded water mains, mains with breakage problems, undersized water mains with respect to fire flows or pressure, unlined cast iron mains, water mains associated with street reconstruction, and lead service lines in older areas of Casper. The projects selected for miscellaneous water main replacements are based upon staff experience in relation to the number of water main breaks for a particular line including known fire protection capabilities and if lead service lines are present. Streets which are being reconstructed will also have the water main replaced if necessary.

Budget Summary

Project	Expenditures	2023	Total
2010023001	2010030 WATERINFRA	\$2,500,000	\$2,500,000

\$2,500,000 \$2,500,000

Project	Funding Source	2023	Total
2010023001	OneCent#16 OC UTILITY	(\$2,500,000)	(\$2,500,000)

(\$2,500,000)

Work Group Water Distribution
Project Name FY23 Over Sizing Reimbursement
Project Type Self Managed Project
Project Number 2010023003

Description Funds will be set aside each year for reimbursing developers for the installation of over-sized water transmission mains in accordance to the current water master plan. Dependent upon development location and timing, the amount of over sizing reimbursement will vary from year to year.

Justification A developer is responsible for a minimum 8-inch water main or larger size if needed to properly service a subdivision. Certain water lines need to be over-sized to accommodate not only the subdivision but future developments in the area as well to serve the water systems as a whole. Under existing City Code, the City pays for twice the material cost difference between the over-sized line and the size needed to serve a subdivision.

Budget Summary

Project	Expenditures	2023	Total
2010023003	2010030 WATERINFRA	\$85,000	\$85,000
		\$85,000	\$85,000

Project	Funding Source	2023	Total
2010023003	WATER CUR	(\$85,000)	(\$85,000)
		(\$85,000)	(\$85,000)

Work Group Water Distribution
Project Name FY23 Paving
Project Type Self Managed Project
Project Number 2010023005

Description Paving for internal water main replacement projects.

Justification Existing pavement is destroyed during water main replacement projects. The streets must be repaved when water main replacement projects are completed.

Budget Summary

Project	Expenditures	2023	Total
2010023005	2010030 WATERINFRA	\$175,000	\$175,000
		\$175,000	\$175,000

Project	Funding Source	2023	Total
2010023005	WATER CUR	(\$175,000)	(\$175,000)
		(\$175,000)	(\$175,000)

Work Group Water Distribution
Project Name Extended Cab Pickup Replacement
Project Type Fleet Project
Project Number 2010023006

Description F-150 Extended cab pickup replacement.

Justification The vehicle being replaced is a 2014 F-150 with 106,000 miles. This vehicle is used for EPA sampling as well as weekly booster and tank inspections. The vehicle meets fleet replacement guidelines and will be replaced with a similar vehicle.

Budget Summary

Project	Expenditures	2023	Total
2010023006	2010030 VEHICLES	\$35,000	\$35,000
		\$35,000	\$35,000

Project	Funding Source	2023	Total
2010023006	WATER CUR	(\$35,000)	(\$35,000)
		(\$35,000)	(\$35,000)

Work Group Water Distribution
Project Name Backhoe Replacement
Project Type Fleet Project
Project Number 2010023007

Description John Deere 710D Backhoe Replacement.

Justification The backhoe being replaced is a 2001 John Deere 710D with 5530 hours. This backhoe is used for repairing water main breaks, waterline replacement projects, and similar type work. This is critical equipment that meets fleet replacement requirements.

Budget Summary

Project	Expenditures	2023	Total
2010023007	2010030 EQUIPMENT	\$200,000	\$200,000
		\$200,000	\$200,000

Project	Funding Source	2023	Total
2010023007	WATER CUR	(\$200,000)	(\$200,000)
		(\$200,000)	(\$200,000)

Work Group Water Distribution
Project Name Water Line Utility Locator
Project Type Self Managed Project
Project Number 2010023008

Description Water Line Utility Locator Replacement.

Justification This tool is used to locate underground utility lines. The existing locator is at the end of it's life cycle and requires replacement. This is critical equipment that gets used on a daily basis.

Budget Summary

Project	Expenditures	2023	Total
2010023008	2010030 EQUIPMENT	\$7,500	\$7,500
		\$7,500	\$7,500

Project	Funding Source	2023	Total
2010023008	WATER CUR	(\$7,500)	(\$7,500)
		(\$7,500)	(\$7,500)

Work Group Water Distribution
Project Name Power Mole Boring Machine
Project Type Self Managed Project
Project Number 2010023009

Description Power Mole Boring Machine Purchase

Justification This machine is used to bore in water services under asphalt and concrete surfacing to avoid having to dig up and replace the asphalt or concrete. This machine will be in addition to the existing machine that is 20 years of age. The new machine will be smaller and facilitate use in tighter spaces such as in the vicinity of other utilities.

Budget Summary

Project	Expenditures	2023	Total
2010023009	2010030 EQUIPMENT	\$6,000	\$6,000
		\$6,000	\$6,000

Project	Funding Source	2023	Total
2010023009	WATER CUR	(\$6,000)	(\$6,000)
		(\$6,000)	(\$6,000)

Work Group Water Distribution
Project Name Water Sample Test Station Replacem
Project Type Self Managed Project
Project Number 2010023010

Description Water Sample Test Station Replacements.

Justification This project is to replace six water sample test stations. These stations are used for pulling EPA required water quality samples. The stations deteriorate with age and use and are in need of replacement.

Budget Summary

Project	Expenditures	2023	Total
2010023010	2010030 WATERINFRA	\$13,000	\$13,000
		\$13,000	\$13,000

Project	Funding Source	2023	Total
2010023010	WATER CUR	(\$13,000)	(\$13,000)
		(\$13,000)	(\$13,000)

Work Group Water Distribution
Project Name Fire Hose Replacement
Project Type Self Managed Project
Project Number 2010023011

Description Fire Hose Replacement

Justification Water Distribution crews use fire hoses during main flushing operations. The existing hoses are at the end of their life and require replacement.

Budget Summary

Project	Expenditures	2023	Total
2010023011	2010030 MATERIALS	\$7,000	\$7,000
		\$7,000	\$7,000

Project	Funding Source	2023	Total
2010023011	WATER CUR	(\$7,000)	(\$7,000)
		(\$7,000)	(\$7,000)

Work Group Water Distribution
Project Name Meter Service Inventory Shelving
Project Type Self Managed Project
Project Number 2010023012

Description Meter Service Inventory Shelving Purchase

Justification This project is to replace the existing shelving that is many years old and does not meet OSHA load rating requirements.

Budget Summary

Project	Expenditures	2023	Total
2010023012	2010031 MATERIALS	\$15,000	\$15,000
		\$15,000	\$15,000

Project	Funding Source	2023	Total
2010023012	WATER CUR	(\$15,000)	(\$15,000)
		(\$15,000)	(\$15,000)

Work Group Water Distribution
Project Name Meter Service Work Stations
Project Type Self Managed Project
Project Number 2010023013

Description Meter Service Work Stations

Justification This project is to upgrade the existing work stations used by the meter services staff. The existing work stations are nonfunctional and do not meet OSHA requirements.

Budget Summary

Project	Expenditures	2023	Total
2010023013	2010031 FURNITURE	\$10,000	\$10,000
		\$10,000	\$10,000

Project	Funding Source	2023	Total
2010023013	WATER CUR	(\$10,000)	(\$10,000)
		(\$10,000)	(\$10,000)

Work Group Water Distribution
Project Name FY23 Water Line Materials
Project Type Self Managed Project
Project Number 2010023014

Description FY23 Water Line Materials Purchase

Justification Water line materials are purchased to be used during both scheduled and emergency water main replacement projects. The materials being replaced are beyond their useful life.

Budget Summary

Project	Expenditures	2023	Total
2010023014	2010030 WATERINFRA	\$125,000	\$125,000
		\$125,000	\$125,000

Project	Funding Source	2023	Total
2010023014	WATER CUR	(\$125,000)	(\$125,000)
		(\$125,000)	(\$125,000)

Work Group Water Distribution
Project Name FY23 Booster Station Improvements
Project Type Self Managed Project
Project Number 2010023015

Description FY23 Booster Station Improvements

Justification This project is for purchasing items needed for booster station improvement projects. Items such as pumps, valves, surge control devices, and vault/buildings are included. The equipment being replaced is beyond its useful life.

Budget Summary

Project	Expenditures	2023	Total
2010023015	2010032 EQUIPMENT	\$100,000	\$100,000
		\$100,000	\$100,000

Project	Funding Source	2023	Total
2010023015	WATER CUR	(\$100,000)	(\$100,000)
		(\$100,000)	(\$100,000)

Water Fund FY23 Capital Projects Summary

Project Listing	2023	Total
2010021014 - Water Distribution Garage Addition	(\$1,300,000)	(\$1,300,000)
2010023001 - FY23 Misc Water Main Replacements	(\$2,500,000)	(\$2,500,000)
2010023003 - FY23 Over Sizing Reimbursement	(\$50,000)	(\$50,000)
2010023005 - FY23 Paving	(\$175,000)	(\$175,000)
2010023006 - Extended Cab Pickup Replacement	(\$35,000)	(\$35,000)
2010023007 - Backhoe Replacement	(\$200,000)	(\$200,000)
2010023008 - Water Line Utility Locator	(\$7,500)	(\$7,500)
2010023009 - Power Mole Boring Machine	(\$6,000)	(\$6,000)
2010023010 - Water Sample Test Station Replacem	(\$13,000)	(\$13,000)
2010023011 - Fire Hose Replacement	(\$7,000)	(\$7,000)
2010023012 - Meter Service Inventory Shelving	(\$15,000)	(\$15,000)
2010023014 - FY23 Water Line Materials	(\$125,000)	(\$125,000)
2010023015 - FY23 Booster Station Improvements	(\$100,000)	(\$100,000)
	(\$4,533,500)	(\$4,533,500)

SEWER FUND FY23 CAPITAL PROJECTS

Work Group Wastewater Collections
Project Name FY23 Oversizing Reimbursement
Project Type Engineering Project
Project Number 2030023001

Description Monies will be set aside each year for reimbursing developers for the installation of oversized sanitary sewer interceptors in accordance to the City of Casper Sewer Master Plan. Dependent upon development location and timing, the amount of over sizing reimbursement will vary from year to year.

Justification A developer is responsible for a minimum 8-inch sewer main or larger size if needed to properly service a subdivision. Certain sewer lines need to be oversized to accommodate not only the subdivision but future developments in the area as well to serve the sewer systems as a whole. Under existing City Code, the City pays for twice the material cost difference between the oversized line and the size needed to serve a subdivision.

Budget Summary

Project	Expenditures	2023	Total
2030023001	2030035 SEWERINFRA BUILD	\$35,000	\$35,000
		\$35,000	\$35,000

Project	Funding Source	2023	Total
2030023001	SEWER CUR	(\$35,000)	(\$35,000)
		(\$35,000)	(\$35,000)

Work Group Wastewater Collections
Project Name Pickup Truck Replacement
Project Type Fleet Project
Project Number 2030023004

Description Replacement of one 1/2 ton pickup.

Justification This project replaces a 2013 1/2 ton pickup that has 81,000 miles on it. The vehicle is used for day to day operations including remote lift station inspections and other routine activities. The vehicle meets fleet replacement requirements and will be replaced with a similar vehicle.

Budget Summary

Project	Expenditures	2023	Total
2030023004	2030035 VEHICLES	\$40,000	\$40,000
		\$40,000	\$40,000

Project	Funding Source	2023	Total
2030023004	SEWER CUR	(\$40,000)	(\$40,000)
		(\$40,000)	(\$40,000)

Work Group Wastewater Collections
Project Name FY23 Misc Sewer Main Replacement
Project Type Engineering Project
Project Number 2030023005

Description These are yearly projects for sewer line replacements or sewer line re-lining for deteriorating sewer mains. Manhole rehabilitation, broken troughs and replacement of deteriorated manholes, will be components of these projects.

Justification Clay tile sewer pipe was used throughout the City prior to 1977. All sewer pipe installed since 1977 is plastic PVC pipe. Clay tile pipe is especially vulnerable to damage caused by tree root intrusion and expansive clay soils such as are present in Casper. Sections of clay tile pipe with cracks are replaced or relined. Sections of clay tile pipe with root infestation problems (roots generally grow into the main from joints or from customer owned service lines) but no structural cracks are not replaced or relined in order to stretch the available replacement monies for pipes with structural problems. The sewer lines to be replaced or re-lined will be based upon staff knowledge, emergency situations, coordination with street reconstruction projects, and closed circuit television inspections which follow planned sewer rehabilitation areas across the City.

Budget Summary

Project	Expenditures	2023	Total
2030023005	2030035 SEWERINFRA BUILD	\$1,000,000	\$1,000,000
		\$1,000,000	\$1,000,000

Project	Funding Source	2023	Total
2030023005	OneCent#16 OC UTILITY	(\$500,000)	(\$500,000)
	SEWER CUR	(\$500,000)	(\$500,000)
		(\$1,000,000)	(\$1,000,000)

Work Group Wastewater Collections
Project Name FY23 Lift Station Pump and Panel Re
Project Type Self Managed Project
Project Number 2030023006

Description FY23 Lift Station Pump and Panel Re

Justification This project is to improve aging sewage lift stations. Replacement items typically include pumps and electrical panels. Lift stations are critical equipment in the wastewater collection system.

Budget Summary

Project	Expenditures	2023	Total
2030023006	2030035 EQUIPMENT	\$30,000	\$30,000
		\$30,000	\$30,000

Project	Funding Source	2023	Total
2030023006	SEWER CUR	(\$30,000)	(\$30,000)
		(\$30,000)	(\$30,000)

Sewer Fund FY23 Capital Projects Summary

Project Listing	2023	Total
2030023001 - FY23 Oversizing Reimbursment	(\$35,000)	(\$35,000)
2030023004 - Pickup Truck Replacement	(\$40,000)	(\$40,000)
2030023005 - FY23 Misc Sewer Main Replacement	(\$1,000,000)	(\$1,000,000)
2030023006 - FY23 Lift Station Pump and Panel Re	(\$30,000)	(\$30,000)
	(\$1,105,000)	(\$1,105,000)

WWTP FUND FY23 CAPITAL PROJECTS

Work Group Wastewater Treatment Plant
Project Name Bar Nunn #1 Lift Station Generator
Project Type Engineering Project
Project Number 2040023001

Description Replace emergency generator at the Bar Nunn #1 Sewage Lift Station.

Justification The Bar Nunn #1 Generator is 27 years old and has reached the end of its useful life. The generators are required to power the sewage lift stations in times of power outages.

Budget Summary

Project	Expenditures	2023	Total
2040023001	2040038 EQUIPMENT BUILD	\$81,000	\$81,000
	2040038 EQUIPMENT	\$9,000	\$9,000
		\$90,000	\$90,000

Project	Funding Source	2023	Total
2040023001	WWTP CUR	(\$90,000)	(\$90,000)
		(\$90,000)	(\$90,000)

Work Group Wastewater Treatment Plant
Project Name FY23 Equipment Replacements
Project Type Self Managed Project
Project Number 2040023003

Description This annual allocation is used to replace critical equipment that fails unexpectedly.

Justification A large portion of the WWTP equipment is 30 plus years of age. This aging equipment is used in harsh environmental conditions and is susceptible to unanticipated failure. This is critical equipment that must be replaced immediately to keep from violating compliance permits.

Budget Summary

Project	Expenditures	2023	Total
2040023003	2040002 EQUIPMENT	\$125,000	\$125,000
		\$125,000	\$125,000

Project	Funding Source	2023	Total
2040023003	WWTP CUR	(\$125,000)	(\$125,000)
		(\$125,000)	(\$125,000)

Work Group Wastewater Treatment Plant
Project Name FY23 Dewatering Building HVAC Repla
Project Type Engineering Project
Project Number 2040023005

Description This project is to replace HVAC unit MAU-39-4 on the deatering Building.

Justification "The existing HVAC systems operate in harsh environments and have experienced several failures and high maintenance costs. Many of the systems are beyond their life expectancy. Many of the WWTP buildings have air change regulations associated with them which can not be met with failing systems."

Budget Summary

Project	Expenditures	2023	Total
2040023005	2040002 EQUIPMENT	\$150,000	\$150,000
		\$150,000	\$150,000

Project	Funding Source	2023	Total
2040023005	WWTP CUR	(\$150,000)	(\$150,000)
		(\$150,000)	(\$150,000)

Work Group Wastewater Treatment Plant
Project Name Concrete Repairs
Project Type Engineering Project
Project Number 2040023007

Description This project is to repair leaking wall cracks, expansion joints, pipe penetrations and spalling to the concrete of the secondary treatment structure.

Justification The FY17 WWTP Facilities Plan identified numerous areas on the secondary treatment concrete structure that are in need of this repair. The facilities plan identified this structure as having sufficient remaining useful life that the repairs are warranted. Saving this structure saves millions of dollars as compared to replacing the concrete structures in a later upgrade.

Budget Summary

Project	Expenditures	2023	Total
2040023007	2040002 BUILDING REPAIR	\$25,000	\$25,000
		\$25,000	\$25,000

Project	Funding Source	2023	Total
2040023007	WWTP CUR	(\$25,000)	(\$25,000)
		(\$25,000)	(\$25,000)

Work Group Wastewater Treatment Plant
Project Name Secondary Rehab Phase 2
Project Type Engineering Project
Project Number 2040023008

Description Secondary Rehab Phase 2

Justification This project is to replace 48-inch steel piping in the WWTP secondary building. The piping is corroded, leaking and must be replaced. This piping is critical to the WWTP process.

Budget Summary

Project	Expenditures	2023	Total
2040023008	2040002 MATERIALS BUILD	\$1,500,000	\$1,500,000
		\$1,500,000	\$1,500,000

Project	Funding Source	2023	Total
2040023008	WWTP CUR	(\$1,500,000)	(\$1,500,000)
			(\$1,500,000)
			(\$1,500,000)

Work Group Wastewater Treatment Plant
Project Name Roll-off Box Replacement
Project Type Self Managed Project
Project Number 2040023009

Description Roll-off Box Replacement

Justification This project is to replace a roll-off box that is used to transport dewatered sludge from the WWTP to the landfill. The boxes take a pounding and are replaced every 3-5 years.

Budget Summary

Project	Expenditures	2023	Total
2040023009	2040002 EQUIPMENT	\$12,000	\$12,000
		\$12,000	\$12,000

Project	Funding Source	2023	Total
2040023009	WWTP CUR	(\$12,000)	(\$12,000)
		(\$12,000)	(\$12,000)

Work Group Wastewater Treatment Plant
Project Name Lift Station Communication Upgrade
Project Type Technology Project
Project Number 2040023010

Description This project is to upgrade the existing sewage lift station CenturyLink communication system to radio communication.

Justification The existing phone system communication equipment is antiquated and experiences frequent failure. Communication between the lift stations and the WWTP SCADA system is critical. This upgrade will eliminate monthly fees associated with CenturyLink service.

Budget Summary

Project	Expenditures	2023	Total
2040023010	2040038 EQUIPMENT	\$25,000	\$25,000
		\$25,000	\$25,000

Project	Funding Source	2023	Total
2040023010	WWTP CUR	(\$25,000)	(\$25,000)
		(\$25,000)	(\$25,000)

Work Group Wastewater Treatment Plant
Project Name Utility Cart Replacement
Project Type Self Managed Project
Project Number 2040023011

Description Utility Cart Replacement (660272)

Justification Utility Cart 660272 is a 2019 Honda Pioneer 700 with 1576 hours. The machine meets the fleet hours replacement requirement as well the maintenance cost requirements. This machine has not worked well for its intended use and suffers frequent mechanical issues.

Budget Summary

Project	Expenditures	2023	Total
2040023011	2040002 VEHICLES	\$15,000	\$15,000
		\$15,000	\$15,000

Project	Funding Source	2023	Total
2040023011	WWTP CUR	(\$15,000)	(\$15,000)
		(\$15,000)	(\$15,000)

Work Group Wastewater Treatment Plant
Project Name DAFT Pressure Tank
Project Type Self Managed Project
Project Number 2040023012

Description Purchase and install one new DAFT pressure tank.

Justification The existing pressure tanks are 38 years old and are presenting operational issues.

Budget Summary

Project	Expenditures	2023	Total
2040023012	2040002 EQUIPMENT	\$40,000	\$40,000
		\$40,000	\$40,000

Project	Funding Source	2023	Total
2040023012	WWTP CUR	(\$40,000)	(\$40,000)
		(\$40,000)	(\$40,000)

Work Group Wastewater Treatment Plant
Project Name Sludge Conveyor and Auger Replaceme
Project Type Self Managed Project
Project Number 2040023014

Description Sludge Conveyor and Auger Replacement

Justification The existing conveyor and auger in the dewatering building are worn out and fail frequently. This is critical dewatering equipment.

Budget Summary

Project	Expenditures	2023	Total
2040023014	2040002 EQUIPMENT	\$100,000	\$100,000
		\$100,000	\$100,000

Project	Funding Source	2023	Total
2040023014	WWTP CUR	(\$100,000)	(\$100,000)
		(\$100,000)	(\$100,000)

Work Group Wastewater Treatment Plant
Project Name AB Blower Control Upgrade
Project Type Self Managed Project
Project Number 2040023015

Description AB Blower Control Upgrade

Justification The existing blower control system was installed in 2008. The system experiences frequent failures. This project will upgrade existing SLC5/04 CPU with CompactLogix 5069-L320ER for MCP and three LCPs and replace HMI for MCP and three LCPs.

Budget Summary

Project	Expenditures	2023	Total
2040023015	2040002 TECHNOLOGY	\$150,000	\$150,000
		\$150,000	\$150,000

Project	Funding Source	2023	Total
2040023015	WWTP CUR	(\$150,000)	(\$150,000)
		(\$150,000)	(\$150,000)

Work Group Wastewater Treatment Plant
Project Name AB Basin Cleaning and Diffuser Repl
Project Type Self Managed Project
Project Number 2040023016

Description AB Basin Cleaning and Diffuser Replacement

Justification This project is to drain one of four aeration basins and replace the sanitaire diffusers. The basins have not been cleaned in 14 years and the diffusers are due for replacement.

Budget Summary

Project	Expenditures	2023	Total
2040023016	2040002 EQUIPMENT	\$80,000	\$80,000
		\$80,000	\$80,000

Project	Funding Source	2023	Total
2040023016	WWTP CUR	(\$80,000)	(\$80,000)
		(\$80,000)	(\$80,000)

Work Group Wastewater Treatment Plant
Project Name Skidsteer Replacement
Project Type Fleet Project
Project Number 2040023017

Description Skidsteer Replacement (660238)

Justification Unit 660238 is a 2013 John Deere 326D with 2056 hours. The machine meets fleet replacement requirements and will be replaced with a similar piece of equipment.

Budget Summary

Project	Expenditures	2023	Total
2040023017	2040002 EQUIPMENT	\$75,000	\$75,000
		\$75,000	\$75,000

Project	Funding Source	2023	Total
2040023017	WWTP CUR	(\$75,000)	(\$75,000)
		(\$75,000)	(\$75,000)

Work Group Wastewater Treatment Plant
Project Name Dump Truck Purchase
Project Type Fleet Project
Project Number 2040023018

Description Dump Truck Purchase

Justification This will be an addition to the WWTP fleet. The vehicle, an F550 or similar sized vehicle, will be used to haul dried industrial dirt and grease to the landfill. Currently, the WWTP has to borrow equipment from other departments which causes scheduling conflicts and ineffecint operation.

Budget Summary

Project	Expenditures	2023	Total
2040023018	2040002 EQUIPMENT	\$90,000	\$90,000
		\$90,000	\$90,000

Project	Funding Source	2023	Total
2040023018	WWTP CUR	(\$90,000)	(\$90,000)
		(\$90,000)	(\$90,000)

Work Group Wastewater Treatment Plant
Project Name RWWS Interceptor Improvements
Project Type Engineering Project
Project Number 2040023019

Description RWWS Interceptor Improvements

Justification This project is for interceptor improvements on the RWWS. Projects include manhole lining, interceptor improvements, manhole diamonds, etc.

Budget Summary

Project	Expenditures	2023	Total
2040023019	2040038 SEWERINFRA BUILD	\$150,000	\$150,000
		\$150,000	\$150,000

Project	Funding Source	2023	Total
2040023019	WWTP CUR	(\$150,000)	(\$150,000)
		(\$150,000)	(\$150,000)

Work Group Wastewater Treatment Plant
Project Name Transformer Replacement
Project Type Self Managed Project
Project Number 2040023020

Description Replacement of Operations Building Transformer that has been determined to be at the end of its life.

Justification Transformers are critical electrical components at the WWTP that are required for the plant to operate.

Budget Summary

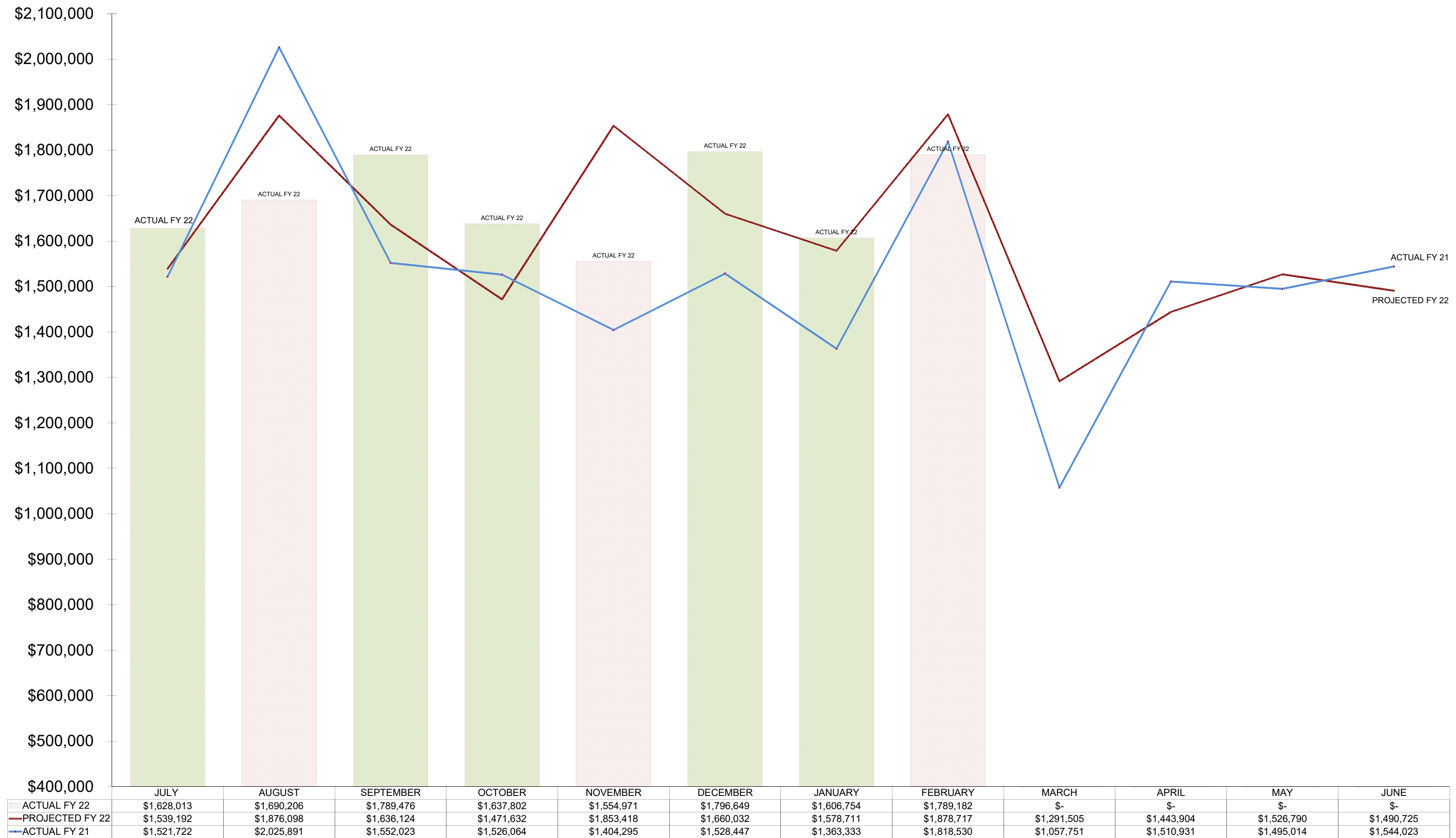
Project	Expenditures	2023	Total
2040023020	2040002 EQUIPMENT	\$75,000	\$75,000
		\$75,000	\$75,000

Project	Funding Source	2023	Total
2040023020	WWTP CUR	(\$75,000)	(\$75,000)
		(\$75,000)	(\$75,000)

WWTP Fund FY23 Capital Projects Summary

Project Listing	2023	Total
2040023001 - Bar Nunn #1 Lift Station Generator	(\$90,000)	(\$90,000)
2040023003 - FY23 Equipment Replacements	(\$125,000)	(\$125,000)
2040023005 - FY23 Dewatering Building HVAC Repla	(\$150,000)	(\$150,000)
2040023007 - Concrete Repairs	(\$25,000)	(\$25,000)
2040023008 - Secondary Rehab Phase 2	(\$1,500,000)	(\$1,500,000)
2040023009 - Roll-off Box Replacement	(\$12,000)	(\$12,000)
2040023010 - Lift Station Communication Upgrade	(\$25,000)	(\$25,000)
2040023011 - Utility Cart Replacement	(\$15,000)	(\$15,000)
2040023012 - DAFT Pressure Tank	(\$40,000)	(\$40,000)
2040023014 - Sludge Conveyor and Auger Replaceme	(\$100,000)	(\$100,000)
2040023015 - AB Blower Control Upgrade	(\$150,000)	(\$150,000)
2040023016 - AB Basin Cleaning and Diffuser Repl	(\$80,000)	(\$80,000)
2040023017 - Skidsteer Replacement	(\$75,000)	(\$75,000)
2040023018 - Dump Truck Purchase	(\$90,000)	(\$90,000)
2040023019 - RWWS Interceptor Improvements	(\$150,000)	(\$150,000)
2040023020 - Transformer Replacement	(\$75,000)	(\$75,000)
	(\$2,702,000)	(\$2,702,000)

Sales Tax FY 2022 Versus Projection and Prior Year



	ACTUAL FY 21	PROJECTED FY 22	ACTUAL FY 22
YTD TOTAL	\$ 12,740,305	\$ 13,493,925	\$ 13,493,053
YTD VARIANCE			\$ (871)
			% Difference
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-SAME MONTH			-4.77%
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-YEAR TO DATE			-0.01%
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-SAME MONTH			-1.61%
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-YEAR TO DATE			5.91%
			In Dollars
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-SAME MONTH			-\$89,536
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-YEAR TO DATE			-\$871
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-SAME MONTH			-\$29,348
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-YEAR TO DATE			\$752,748

**CITY OF CASPER
LICENSING AND APPEALS BOARD
CITY HALL, DOWNSTAIRS MEETING ROOM
FEBRUARY 17th,2022
4:00 P.M.**

Members of the public wishing to place a new item on the agenda must submit a written request to the Community Development Department no later than eight (8) days preceding the Licensing and Appeals Board meeting.

Members of the public wishing to comment at a regular Licensing and Appeals Board Meeting may do so at the end of the regular meeting with a majority of the board voting in favor of their request. These comments will be limited to five (5) minutes.

AGENDA

I. NOTES FROM JANUARY 2022

II. MONTHLY REPORT

III. NEW BUSINESS: Vacant Board Positions

IV. APPLICATIONS FOR THE BOARD'S CONSIDERATION:

GENERAL CONTRACTORS

Danny Spurgin – Installation and Services – General Class II

MECHANICAL APPLICATIONS

**Andrew Harley – Journeyman
Daniel Clamp – Journeyman
Harlan Whitlock – Journeyman
Robert Taylor - Journeyman**

PLUMBING APPLICATIONS

Damon Saunders - Journeyman

V. COMPLAINTS

VI. COMMUNICATIONS FROM PERSONS PRESENT

VII. ADJOURNMENT

NEWS RELEASE



For Immediate Release

Contact:

Zulima Lopez, Director
Parks, Recreation, & Public Facilities Department
zlopez@casperwy.gov
(307) 235-8283

Casper accepts Leisure Services Advisory Board applications *Board serves as recreation advisory body to City Council*

Casper, Wyoming (February 14, 2022) – Casper’s Leisure Services Advisory Board is accepting application letters from citizens who are interested in serving as volunteer members. “As a recreation advisory committee to City Council, the board strives to actively engage with user groups, citizens, and City staff to understand the needs across City-owned recreation facilities and programs, so that they can plan and suggest priorities and direction regarding recreation in Casper,” said Parks, Recreation, & Public Facilities Director Zulima Lopez. Lopez went on to explain there are over twenty city-owned recreational facilities or interests on which the board advises yearly. “These include Hogadon, Municipal Golf Course, pools, parks, and Fort Caspar Museum, just to name a few,” reported Lopez.

The Leisure Services Advisory Board is comprised of nine volunteer citizens who are appointed by Casper City Council and serve three-year terms. Meetings are at 4:30 p.m. on the second Thursday of every month at various City-owned recreation facilities. Members may also attend virtually via Microsoft Teams. Due to term expirations, four vacancies currently exist. “We invite Casper residents who are interested in serving on this dynamic and diverse committee to submit a letter of interest outlining relevant experience and explaining why they are interested in serving,” explained Lopez. Letters should be addressed to Zulima Lopez, 1800 East K Street, Casper, WY 82601 with “Leisure Services Advisory Board Opening” as the subject line on the envelope. The first round of applicants will be reviewed on March 7, 2022.



Leisure Services Advisory Board (LSAB) Minutes of Thursday, January 13, 2021

Meeting Called to Order: **Date:** January 13, 2022
Time: 4:33 pm
By: Amy Crawford
Location: Casper Aquatic Center Conference Room & via Microsoft Teams

I. Board Members Present: Amy Crawford & Jim DeGolia

Council Liaison: Lisa Engebretsen

Staff Present: Zulima Lopez (Director Parks, Rec & Public Facilities), Randy Norvelle (Parks Manager), Phil Moya (Recreation Manager), Paul Zowada (Athletics Supervisor), Jennifer Harvey (Rec Center Supervisor)

Guests: None

II. Approval of Minutes:

Minutes Date: December 9, 2021

Motion By: Jim DeGolia

Second: Did not have a quorum, could not approve.

Board: N/A

III. User Groups

A. Casper Midget Football – Alan Dugan, President

- Appreciates the City's support with the fields and field maintenance.
- Able to work out a strong contract with the City to use fields and building use.
- No issues to bring up.
- Paul Zowada is great to work with and more than accommodating.
- The number of kids has stayed the same, about 270. At our peak, we were pushing 400 kids. With the concussion issues and covid, we have dropped a little bit more.
- Amy thanked the group for everything they are doing for the kids of Casper as a volunteer organization.

B. Casper Soccer Club – Wendy Brown

- We offer soccer to our community for recreational, competitive, and adult.
- We range from 4 years old to adults.
- We have a program in the fall and spring for 4-13-year-olds. Competitive runs 9-19 years year-round. Adults play in the summer. Also do an indoor session at the YMCA for now, which will go away pretty soon.
- Numbers for this past year came back to where we were previously. Adults dropped off for several reasons. We belong to USG Soccer – therefore have requirements to abide by like background screening, concussion training, and the last 2 years we've had to do safe-sport training. With our adult program, if there is someone 18 or under on the adult team, then the adults have to complete that training too. So we've eliminated those high school kids who play in that program. Our adults don't want to have to do 2 ½ hour training to play with an 18-year-old. That's where some of our numbers dropped off in the adult program.
- Major events
 - Fall Classic – September. Last year 2021 was a big event. One of our biggest. Had 1400 kids who participated. That makes about 4000 parents, spectators, etc.
 - Tournaments – Have seen growth here, mostly the U8 and U10 that are beginning to participate in tournaments more and more.
- And yes, kudos to Paul! Everybody loves Paul.

C. Casper Junior Football – Jeremy Taylor

- Has no concerns or complaints. Everything is great.
- The City is awesome to work with.
- We are growing like wildfire. Added another 30 kids last year. Numbers were like 265. Anticipate adding another 100 kids this year.
- Looking at hosting some tournaments with a couple of other outside organizations.
- Paul Zowada is awesome.

D. Casper Recreational League Association – Joe Constin, Secretary/Treasurer

- Thank you to Paul and his staff. They've been wonderful.
- No issues other than Covid.
- Did approve as a Board to improve fields #3 and #5 at North Casper. Getting a new infield, new drainage, and new sprinkler system to wet it down.
- The Board is paying for this. We have \$80k for softball improvements. It will cost us about \$45k for the two fields combined.

E. Community Recreation Foundation – Ken Thoren, President

- Work hand-in-hand with the Rec center. The mission is to support the community and get them involved in the Rec center. If they cannot afford the programs or classes, CRF steps in to help with scholarships and grants.
- Most of the events are in the community. Not all are in City facilities.
- Put on a carnival every year.
- Covid has canceled most of the stuff at the Rec center.
- Do a couple of fundraisers each year –
 - One is a March basketball tournament: Brings in a lot of visitors to Casper. Raises a lot of money for the foundation. Brings in scholarship money.
 - Fall Carnival – October. Brings in about 1000- 1200 children and family members. Before covid hit 2000.
 - Craft Fair – November. Done at the Event's Center. Brings in money for the scholarships.
- Board has 12 members. Meet 6 times per year.
- Thanked the City for the use of City facilities.
- No needs at present.
- Budget \$33K for scholarship and expenses per year. Last year only used \$19k. The year before was less than that.
- Numbers are down in scholarships. We work directly with Phil and his staff to make sure scholarships are being awarded, accepted, and funded.
- A future concern would be that fundraisers cannot be held or stop raising funds.
- Events we have scheduled (most are free):
 - Small pool parties
 - Pepsi hotshot is done Friday night before the tournament
 - Kids fishing day at Yesness pond – did it this year.
 - Snow day in May – canceled last year
 - Family pool parties – canceled last year
- Phil stated we need to get the momentum back from having to cancel so many events from covid.
- Zulima questioned if the scholarship program is by design limited to the Rec center or is there an opportunity to expand? She asks because there are a lot of members of the community involved in the Ski Team and the cost for that can be prohibitive for some families. Are you limited by your guidance documents to Rec programs only? Phil stated the bylaws would have to be modified as they do state only

Recreation center programs. Could you expand as Hogadon is a city facility? Ken stated the Board would be interested. Zulima stated they would be in touch. Phil stated later in the meeting (after the user groups were gone) that he approached the CRF with the David Street Station activities with Boys and Girls Club we did last summer to see if they would provide funding for food, etc. and they declined because they would only provide funding for programs at the recreation center.

F. Casper Recreation Center Fees, Facility Needs, & Policies – Jenniffer Harvey, Supervisor

- Jenniffer stated she has been here for 1 year.
- Numbers went up across the board from last year.
- Added equipment to the center. Able to purchase a scissor lift with Ice and Aquatics.
- Special events –
 - Some events were canceled due to covid or the water crisis.
 - Fall carnival was good. Didn't have the same numbers as traditionally had. But, everyone had a blast.
 - Arts & Crafts Show – a great success. A lot of different vendors. Some have already purchased spots for this coming year.
- Projects
 - Purchased some new equipment
 - Slowly phasing out old stuff and phasing in with modern.
 - Ideas for new programs and areas of the center
- Camps – was a great year. Numbers up despite covid.
- Lisa asked if the slides have been fixed at the aquatic center. Phil stated they are working on it. Trying to coordinate the slides and ceiling roof repair at the same time to limit closures.
- Amy asked if the Rec center, and all facilities, are having a hard time finding staff. Jenniffer said it has been hard. Want fun, dynamic people, who like talking to people. Unfortunately, the biggest problem is that we get them on board, and then they've found another job. Zulima asked if she foresees this to be a problem for the seasonal hires this summer. Jenniffer stated she starts hiring in February so she knows way before summer if she'll be fully staffed. We want to grow the program. Traditionally for the summer, we've been around 270, this year with weekly drop-ins we were hitting 260 off and on. Jenniffer would like her goals to hit around 300 with the kids. She did have a lot of returners this year.
- Phil stated that Edwin and his crew with Aquatics had some closures due to covid, but then when we came back to open up all the facilities we wound up with at least enough team members to keep the facilities up and running, and running safely. It was a skeleton crew, for sure, but we met our minimums. All the supervisors who have larger crews, recruited early enough to be able to get those individuals in. The headache was someone would apply for this job and 5 others and take the other based on pay or whatever. We are doing fairly well. It definitely could improve. We hope the economy will improve so people will want to look for jobs. Some hurdles are finding folks that are already certified lifeguards. Most of the time we hire a staff member who is not certified for lifeguarding and then have to certify them as an employee instead.
- Zulima stated that across the board in Parks and Recreation it has been a struggle. Some of the rec jobs are more desirable to young kids. On the maintenance side, in particular, it can be hard to find staff. We are hoping that as the economy starts shifting and as we get past covid, it will naturally improve. We just met with the HR team to start strategizing our recruitment for the summer season. We are taking an active and early start and trying to be creative to find folks.

IV. Parks Repurposing

City Council has tasked us with finding ways to save on water costs at our parks. We asked if this group would be interested in helping us to identify some creative ways to repurpose some park land into alternative rec space that would not use much water. Talked about using this Board as a small focus group; also recommend other small groups in the community to create another small focus group to try to solicit advice and feedback.

The parks crew has identified 6 areas that could be repurposed into alternate rec space that would not require irrigation. We have maps for all of these areas. The areas selected were not arbitrary. They were selected with specific criteria: 1) Large turf area that requires a lot of irrigation, and/or 2) Low use area or pretty darn close to a high use area, and/or 3) have few or good amenities.

We tried to stay away from areas that are used by the user groups (midget football, softball, soccer, etc.). Freedom Park we believe is used a little bit by midget football (a portion of the flat surface although not through a lease) so we will want to work with them.

We also identified some areas that the city would like to repurpose. Some ideas we are exploring are creating an arboretum (an educational botanical garden for trees) at Huber Park behind Pineview School. It is a large turf area and is already irrigated. Trees require a lot less water than turf. It would be a good opportunity to partner with the school for the educational aspect. Lisa asked if this is something we could correlate with food for thought since they are doing edible playgrounds. They had suggested they want to plant fruit trees along CY. The other one would be the Cooperative Extension program with the University of Wyoming. Zulima stated we are just brainstorming and have not reached out to any group yet. We have certified arborists on staff in the City. Lisa stated we should use the other groups to put together something based on what we are looking for. Food for Thought has an army of volunteers.

Another idea we have is, not a tree farm, but a tree replant and grow area. The solid waste division has a tree farm where they grow trees in buckets. But the size of the tree is limited to the bucket. We'd like to take those trees and transplant them into a park, allow them time and space to grow, and then transplant them again to an area where a more mature tree would be beneficial. It's not a tree farm since we are not growing them from seedlings, but a temporary growing spot where we could benefit from them as we wouldn't have to purchase trees. Not sure if this would be something open for the public or not.

Items to consider in the alternatives:

- Should require little or no irrigation as the purpose of this is water conservation.
- Should still provide recreational opportunities for the citizens, just want it to be different from manicured turf.
- Want to try to connect people to nature, to be able to do sports or physical activity, and a place to interact with other community members.
- Keep the amount of maintenance in mind as we do have limited resources of staff. Would prefer lower maintenance. Zeroscape is usually gravel, rocks, etc., with little to no vegetation. Whereas Xeriscape is drought tolerant, low water vegetation. You can use both, but keep in mind the wind does blow in weeds so it's constant weeding and we have to pull out the rock and clean the dirt, and put the rocks back every couple of years. Mulch looks beautiful but it can blow into the street or other properties depending on the area.
- Amount and availability of parking might be an issue. Will we need to add parking and is there space for it?
- Amenity access and inclusion for people with disabilities. Want to make sure everyone in the community can use these facilities.

Proposed timeline:

We would like to go to Council with our recommendations during our budget process. So that if a capital investment needs to be made we can address that. We are shooting for a presentation to Council in March. We are asking for the Board to come with ideas for possible repurposing at the February 10th meeting. Then in the time between Feb 10th and the March meeting, City staff can research costs, considerations, etc. March 10th we will bring the information back to you and hopefully at the meeting the Board will choose which one(s) you like. Then we can do a partnered presentation on March 22nd to Council on the ideas.

ACTION ITEM: Board members to brainstorm repurposing ideas for the 6 parks and bring those ideas to the February 10th Board Meeting.

Lisa stated that Green Meadows Park is used probably more than anyone realizes as the daycare down the street uses it a lot. Would it be possible to ask the neighbors what they would like to see done with these parks? The neighbors would be more aware of what they need. Can we send out a survey or questionnaire to the neighbors? I would think the homeowner next door with the multi-million dollar home would have a good idea as to what they'd want to be done with the park. Is there something specific they'd like to see more of or less of? Zulima stated that internal staff had discussions about basketball courts. Is it a sign of the times, but you don't see basketball courts outside anymore. Is that because we stopped building them or because they stopped being used? It would be interesting to hear from the citizens if they'd like to see a basketball court or volleyball court. We were looking for other ways to get another focus group outside of LSAB to give us feedback.

Lisa stated that Adams park is close by to Green Meadows and she believes it is hardly used other than by teenagers to make out and do drugs. Randy stated that Adams is one of our most popular for reserving for weddings as it has a bridge over the creek.

One of the good amenities that Green Meadows has is the path. If we could find a way to tie that in would be great.

The state of Wyoming is starting an Outdoor Recreation Collaborative for Natrona County. Amy stated they had their first steering meeting today. That's bringing together stakeholders and advisors. They have a group of about 75 people they have identified to be a part of it. They might be a really good group to connect with.

The Collaborative first mentioned that Natrona County and Casper need a pump track. It's like a mountain bike skills park. The City entertained a pump track, like conception and designs, in 2015. The small number of people pushing for the pump track tried to get BMX to take care of it. BMX did not want to do it. Pump track people didn't want to lease anything. They just wanted us to build it and maintain it. Amy thinks it is worth a new conversation. It's great for kids and that's the future of the sport. Zulima stated this idea has come up several times over the last decade. Not sure if this would be appropriate in one of these spaces. The concern is there would be a lot of blowing dirt. Phil stated that the maintenance of the pump track in Colorado was much more than they anticipated. Ultimately, weeds took over if there was any neglect. It ended up getting phased out because of the maintenance. This is on Rotary's list as well. Lisa stated that the City wouldn't be interested in subsidizing or paying for something that requires constant maintenance when we are looking to lower water costs. Zulima stated that the city already has the Mike Sedar BMX and the Motocross by the Speedway. There are areas where it would be more appropriate. Zulima stated we are open to revisiting it. We are trying to be mindful of the limited resources we have and not take on more maintenance responsibilities. We are struggling to maintain what we have in a way the citizens deserve.

Keep in mind, it doesn't have to be the whole park. It could be just a part of the park. Any reduction would be appreciated. Think creatively and the sky is the limit in our brainstorming.

Lisa asked if Casper needs another skateboard park. The Y is not the only skateboard park. There is a good-sized one at the Boys and Girls Club. Is there a need on the west end of town, to help out the Paradise Valley folks? Graffiti is the biggest maintenance issue.

These are the kinds of ideas we are looking to get. Then my staff would take those ideas to get information on construction costs.

Amy asked how these things are going to be funded. The idea is to take these ideas, get good cost estimates, then go to Council and make a request for capital dollars. Whether we do that in the capital ask for the 1-cent 16

dollars that will be available in FY 23 or we start talking about the 1-cent 17 vote which is coming up soon and if that passes then we can start advocating to Council to commit dollars in XYZ ways.

Amy stated that our state agency was just recommended by the Governor to get \$40M for outdoor rec projects that are above the American Rescue Plan Act. It's now in the hands of the State Legislature, had the appropriations committee today. We are waiting to hear. If we get that money, our office is going to give it to the communities, especially ones that have these collaboratives. That's why we are trying to start these collaboratives as fast as we can so we can hear from the community about what they want or where they want the money to go. So, some of this might fall under that. Zulima agrees and has been eyeballing those dollars. Amy states if we can get backing from the collaboratives there will be support for a pump track with some of these trail user groups. It's all on the horizon, but it's somewhere where the state can help with funding.

Zulima stated that we have a very active tennis group, a very active baseball group, softball, user groups in all these different rec areas that are always in need of money. There are only so many resources to go around. We are trying to identify the projects that are going to make our space better for everybody while it diversifies the economy and brings some economic impact. Trying to think strategically about what we can create in the community that is also going to improve our economic situation.

Phil asked about a community garden. Other than irrigation, it is not maintained by the City. There was talk about a community garden on CY. Nobody thinks that is a good idea there. Like Interstate park is in a high traffic area. Lisa suggests we just eliminate it by making a road instead.

Zulima stated that anytime you start mentioning reducing any kind of park land, people get really upset. That is why we are emphasizing that we are not getting rid of parks, just repurposing them. There is also a big shift in mindset going more natural as it supports more natural habitats for birds and other animals as opposed to turf which doesn't support any habitat. There is a small group asking if we can let small portions of parks go natural so there isn't the maintenance and irrigation. That could lead to educational pieces to say these are the native plants that are in this area, this is the benefit to animals, to humans. There are so many options that support things that everyone can be interested in.

Lisa stated that if they are redoing the whole intersection at Cedar we should look into redoing Interstate Park. Lisa stated that road is city maintained all the way to the river. At the end of the river, we are going to put a boat ramp/improve the one that is there. We traded out with the Clarion. So all of that land around the river will be city property. All the way through the parking lot to the river is city property. That is the main way into the hotel and they are going to expand. The Clarion is talking about buying the dilapidated check cashing building. They want over \$500K for it. The City committed that if the Clarion buys the building, they would have it demolished, the City would put in roadways for them.

V. Other Business

A. *Public:* None

B. *Staff:*

C. *Board:*

- i. New Board members - A lot of the terms ended at the end of the year. Phil stated that the Board needs to let us know what you want us to do and then the city can advertise the vacancies. Determine how many additional board members are needed and then Phil and Zulima will get an ad put together.

Jennifer Walker is still listed but her term was up Dec 31, 2021.

Jim DeGolia came on late last year, to finish out someone's term. He hasn't served but maybe 6 months. His ended Dec 31, 2021, as well. We'll need to vote him in to do another term, but Amy believes he'll want to stay.

Zulima asked if Jennifer can serve another term. Amy believes she cannot but she will reach out to her.

ACTION ITEM: Amy to research if Jennifer Walker can do another term and if Jim DeGolia wants to do another term.

So, that leaves 4 vacancies.

Zulima stated that in the November discussion we talked about revisiting the bylaws. Seems to her that the bylaws were fine but the Board just wasn't really functioning in that manner. Now would be the time to revisit the bylaws in conjunction with bringing in new members. We are happy to help the Board with that. Really working to get them more engaged to be a true advisory committee to the city council. Seems like the last couple of years they hear the reports and give advice during the meeting, but they aren't taking that next step to actually advise council on how our rec dollars should be spent. Hope to re-engage in that way. Amy stated she completely agrees.

ACTION ITEM: Zulima will work with Renee to get an ad for Board vacancies.

Only council can appoint members. Will have to follow whatever your bylaws state. The applications (letters of interest) will go to the Chairperson. Last time the Board had to do interviews. Those that didn't make it on this board applied for CRF.

It was asked by Phil and Zulima why we are still called Leisure Services Board as there is no more Leisure Services Department. We should look into renaming the Board as part of the bylaws discussion.

- ii. Chairman & Vice Chairman Elections – Could not do
- iii. Liaison Assignments – Could not do

D. Tracking Progress of Maintenance Requests

Zulima asked what this was for. Phil stated that ultimately we had a project request list that would come in from all our user groups. Used to put on a list of maintenance items for Randy and Phil to be able to review and take a look at and then define how our teams are addressing it. Not sure where that lives now as it used to be with Tim. Phil will try to find an old one. Ultimately it was us providing information for the Director so that you understand the improvements we are making for the user groups.

Zulima stated that Junior Football is requesting football fields. That's new, not an improvement. Would that go on the list or separate capital? That would be in capital. Phil states the list is for repairs to facilities only. Zulima asked Randy how he decides where we're investing our resources of people and money. And Randy stated they just tell us what they need. Zulima stated then the groups that aren't asking for anything just don't get anything? Zulima asked Randy to establish specific criteria we use to determine who gets anything from us so that it is not arbitrary and it's intentional. This way no area is being neglected and we are not accused of playing favorites with certain user groups.

Lisa asked if there is someone that goes to each facility to do inspections. Zulima stated that when she was over Buildings and Structures they had a process where pre-season and post-season they would do an inspection, we would document anything the user group requested and anything we saw. This has fallen by the wayside. Now we are establishing a new standard in this.

Lisa stated there is a certain Council member who blurts out things that need done and call people out on something that could be a minor issue. This causes people to start running around when he could have simply sent an email to the appropriate person to let them know. If Parks and Rec already have an inspection process then they'll already be aware of it and it won't be such a big deal.

Phil has recently created the checklist for pre-season and post-season inspections to track and report to the advisory board the needed improvements we can handle in our budget and what would need to be asked for. These inspections will be done with the user group and we'll do inspections in-between as well. Then we'll make sure the documentation is out there for everyone that needs it.

The Liaisons are more than welcome to join us on the inspections. The only liaison that has really been active is Doug with the Museum. It started strong, but they've really dropped off. They came to our team members, we gave them tours of the areas, gave them an understanding of the programming and facility maintenance. But, it fell apart from there. The liaisons stopped reaching out.

ACTION ITEM: We should add in Liaison reports each month as part of the Board Meeting.

The next scheduled meeting will be **Thursday, February 10, 2022, at 4:30 pm both in-person and via Microsoft Teams.**

Meeting Adjourned: The meeting was adjourned at 6:02 pm.

Leisure Services Advisory Board (LSAB) Minutes of Wednesday, December 9, 2021

Meeting Called to Order: **Date:** December 9, 2021
 Time: 4:36 pm
 By: Jennifer Walker
 Location: Virtual Meeting via Microsoft Teams

I. Board Members Present: Jennifer Walker, Andrea Covert, Jason Magnuson, Olivia Cole, Doug Hall, Jim DeGolia
Council Liaison: Not in attendance
Staff Present: Zulima Lopez (Director Parks, Rec & Public Facilities), Randy Norvelle (Parks Manager)
Guests: None

II. Approval of Minutes:
Minutes Date: November 10, 2021
Motion By: Jason Magnuson
Second: Andrea Covert
Board: Approved

III. User Groups

A. Casper Shooter's Club

- No one showed up to the meeting. Jason Magnuson is very active at the Shooter's Club, so he went over the report.
- Lack of city snow plows plowing the street to the clubhouse is a problem. Have a match scheduled for December 18th, NRL 22 Match, precision rifle with 22s. Super inclusive for young people. If it snows, we'll have to cancel it. The club has no snow removal equipment. Have to shut down until it melts.
- The parking lot is in rough shape.
- Have had huge problems with water in the wet area. Rob is the guy in charge of the whole area. He is running around with a trash pump trying to get the water out of the little ponds that form into the larger natural collection ponds. It is a mess. Parks provided a trash pump and did install drainage tubes. If they keep up with the levels on that and pump it over they can drain it down to the lower ponds.
- There was a water leak that was repaired last year by the City.
- Randy says he is working with streets to get a grader out there.
- GTS (Ghost Town Shooter's range) – First range when you come in. Big building that's behind a fence. All pistol bays. Competition pistol matches are done each year, about 12 per year. We won the bid from the State to host the Wyoming Magpul Governor's Cup which is sponsored by Vortex Optics. Going to have hundreds and hundreds of shooters coming. We hosted it last year, but someone else ran the event. It rained the night before and flooded out half of it. 1 of the people that came to shoot was a professional shooter, she's sponsored, she actually pulled the kayak off the top of her car and kayaked up to the stage to shoot. People were buying hip waders to compete. The drainage is just awful. They are planning to do some additional drain tiles.
- With the big matches they are bringing in, they'd like to have a storage shed.
- We would get a whole lot more people if we could get some of the minor improvements done. Additional steel targets for the long-range area. We are constantly being asked when we are going to start doing center fire matches. We cannot do that because it requires a lot tougher steel than what we have. We don't have the money to do that. We do have the volunteers to run the matches, which would bring hundreds of people to the area every year.
- Target stand pins should be done by the user group, not the city.

- Running into big problems getting the grant money from the Friends of the NRA. The person in charge of that has just disappeared. Waiting to get someone else set up to get the grant money they have been allotted. Those funds are dedicated to certain projects at the facility, cannot be used for just anything.
- The Governor's Cup brought in people from The Army Marksmanship Unit, Navy, Air Force Precision Rifle Team, and Jerry Miclick (fattest trigger finger in the world).
- Jason trying to get the Section Coordinator job for the USPSA, which means we'll have the sectional match here. That will bring in several hundred people in the middle of the summer.
- Brian at Powder River Armory is bringing back the Smokin' Guns Match next year, which brings tons of people from out of town.
- Randy says the economic impact from the user group matches needs to be made known through the User Group Annual Reports. This will give the user group more traction when trying to get money from City Council for capital projects and repairs. User groups have not been filling out their annual reports completely.
- The city did some dirt work before the last Governor's match. About half the job was done. A lot of what they need is the loan of some equipment and men to finish the job. Moved some burms and some are half torn down. We did the tops wrong so water has eroded them back to the way they were. Big rains in July destroyed it since it was mostly sand brought in.
- Randy has been in contact with the club for improvements. Working on the parking lot. Working with Zulima to have standards across all the user groups.
- Going to hopefully re-stain the building again. Have \$40K for that. Going to resubmit bids for a second coating.
- Randy thinks a new building would be a tough one.
- New targets should be the Club's responsibility.
- Participation is down due to ammunition - can't get it and when you do it's unaffordable.

B. Casper Skeet Club

- One of the towers is sliding off. Engineering is involved. Getting bids. Have \$8k to fix it.
- Stairs are in desperate need of repair. Rob was looking at getting donations from oil companies that have staircases already built.
- Have a bunch of dead trees that are immediately threatening infrastructure.

IV. Other Business

Public: None

Staff: Nothing to be reported

Board: The Rec Center is getting some automatic sliding doors at the entrance.

Tracking Progress of Maintenance Requests:

Been doing work at the Air Modeler's. Got their drainage cleaned up. Halting on all the facilities until we get the standards book done other than emergency work.

V. New Business

A. Parks Watering

Zulima is hoping to solicit the help of the advisory board. The topic of parks watering has come up to Council a couple of times recently. First during budget discussions. Overall questions about how much money is spent on irrigation for city parks. Recently revisited with council in October and proposed a couple of ideas to reduce irrigation expenses. 4 broad ideas:

1. We would look at capital improvements to do automated irrigation controls with moisture sensors in the parks so we are not overwatering, can do rain delay watering.
2. Look at utilizing raw water for irrigation in different parks, drilling a well.

3. Go to regional water and ask if they would consider giving us wholesale rates instead of commercial rates.
4. Lastly, how do we repurpose some parks to reduce turf areas or repurpose special areas into something that is still aesthetically nice and still offers recreation opportunities but isn't manicured turf?

Met with the City Manager and after the last Council Meeting, Oil City News did a story about the meeting. A lot of citizens have started posting comments on the news article about what we should do with the watering situation. Which has prompted us to say maybe we should do a focus group. What would the citizenry like to see as far as repurposing the park land. Key things we would like to see remain in place is that it is still recreational, has to be sustainable, and a better solution to what is there from a cost and maintenance standpoint, and it has to be something that will be used. The citizens have to buy in so they continue to use the space.

Do you have ideas?

Could this board serve as a focus group for us?

And/or could you suggest some folks in the community that we could solicit feedback from that are a cross demographic: people with children, people who are interested in community gardens, interested in natural areas that could be habitat for wildlife.

We want to hear various ideas and get a good cross-section of people and ideas.

Olivia likes the idea. Maybe get with a professional urban planner.

Jennifer thinks maybe connecting with science classes in middle and high schools and see if a teacher in a classroom would want to take this on as a way to study sustainability. Could be a nice partnership with the city.

Jim likes the idea of being more proactive with this board. Take Jennifer's idea and expand it to the college students as well.

Zulima asks to have this put on the agenda for the next meeting. And to narrow the focus that is attainable, Zulima will bring some points to the next meeting for your consideration surrounding more of the areas that we think are prime for consideration for a repurpose. In the meantime, if you have noticed an area that is underutilized or observations or ideas about why an area is a park, you can email or call Zulima.

Staff will create a list of areas that we think could be targeted for such repurposing. That will give you an idea of which areas to look at.

Looking at areas that are either so far away from anything else that it is cumbersome for city staff to get to for maintenance OR areas that are over-serviced from a park turf perspective where there is a significant amount of manicured turf in a ½ mile radius where a portion of that turf could be repurposed. Quality over quantity sounds like a great win-win.

This advisory board was meant to help guide us in the recommendations that we make to City Council.

Zulima appreciates your willingness to partner with us on this.

Zulima to bring a list of areas to consider

Board to help finalize that list.

Then work on how to extract data from the community and what feedback the board has individually based on your knowledge, expertise, and observations.

B. Bylaws for the Board

It was brought up last meeting to go over the bylaws. Amy was to look into it. No one received a copy of the bylaws.

Zulima to get the staff to try to locate the most recent bylaws and then send them out. It will take the most tenured board members to state if they are the most recent.

C. Andrea's term is ending this month

Andrea thanks the board for the experience she had. Feels the board is headed in the right direction. Excited to see what will happen in the future. It has been a delight to serve on this board.

Thank you, Andrea, for working on the board.

D. Meeting in Person

The City is happy to accommodate however you wish to meet in January. It is possible to have hybrid meetings where some are in-person and others are online.

January meeting will be a hybrid meeting.

The next scheduled meeting will be **Thursday, January 13, 2022 at 4:30 pm both in-person and via Microsoft Teams.**

Meeting Adjourned: The meeting was adjourned at 5:14 pm.

AGENDA

LGBTQ ADVISORY COMMITTEE

Friday, February 18, 2022 - 3:30 p.m. – 4:30 p.m.

City Hall - 200 N. David St. - Downstairs Meeting Room

**Enter from the west side of the building*

OR

Join virtually: [Click here to join the meeting](#)

Phone: 307-314-2685

Conference ID: 151 375 276#

1. Approve January 21, 2022, Meeting Minutes
2. New Business
 - Vote for 2022 Chair/Co-Chair
3. Ongoing Business
 - Advisory Board Membership(s)
 - Non-Discrimination Ordinance
 - Natrona County School District/Casper College
 - Safe Place Program – Update from Sub-Committee
4. Other Business
5. Adjourn

Next Meeting: March 18th at 3:30 p.m.



CITY OF CASPER LGBTQ ADVISORY COMMITTEE MEETING

Friday, January 21st, 2022, 3:00 p.m.

City Hall, Downstairs Meeting Room, and Microsoft Teams Online

MINUTES

The meeting began at 3:05 p.m. with attendance by Mayor Pacheco, City of Casper staff member, Heidi Rood, Sergeant Tony Stedillie, Casper Police Department Liaison; and the following committee members: Athne Machdane, Christy Jourgensen, Gage Williams, Jill Felbeck-Jones, Kate Allen, Kody Allen-Sambrano, Riley Jourgensen, and Shannon O'Quinn

Absent: Councilman Steve Freel, Caitlin Jonckers, Darrell Wagner, David Anderson, Grace Niemitalo, and Natrona County School District Representatives - Marie Puryear and Dirk Andrews

Approve November 19, 2021, Meeting Minutes

Motion to approve November 19, 2021, minutes made by Kody Allen-Sambrano and seconded by Kate Allen with no objections.

Advisory Board and New Member Interest

The advisory committee discussed the importance of retaining an active twelve-member board. Staff was directed to contact David Anderson and Caitlin Jonckers to see if they will relinquish their seat on the committee to allow for new members to apply. Mayor Pacheco supported this request. Staff member, Heidi Rood, will reach out to both committee members.

Meeting Time Change

Discussion by Mayor and the committee, the meeting time will change from 3:00 p.m. to 3:30 p.m. and remain on the third Friday of each month.

Proposed Non-Discrimination Ordinance

Kate Allen shared an update with the committee that the ordinance proposed to the City Attorney was returned with a list of concerns and complex legal issues (preemption, scope of the City Manager, authority of the City, and various other concerns). The City Attorney returned a recommended ordinance with a focus on anti-hate crime.

Mayor Pacheco provided clarification and specific direction to the advisory committee that urgency is critical to proceed with the request of the Council; a proposed LGBTQ non-discrimination ordinance signed and presented to Council for consideration.

Mayor Pacheco will discuss this request with the City Attorney to see how best to proceed. Then, Mayor will update Kate directly with a request for the next step.



Natrona County School District/Casper College Partnership

Christy encouraged participation to support Dirk's training on LGBTQ Issues in the School, Tuesday, January 25th, 4 p.m. - 6 p.m. at the NWEA office: 800 Werner Ct, Suite 320.

Website Presence on City of Casper

Heidi Rood is requesting information emailed to her with suggestions as to what the committee would like on the website.

Safe Place Project

Sgt. Stedillie stated the Casper Police Department (CPD) supports the LGBTQ Advisory Committee and stated there is not a current policy for gender expression/identity. The CPD's current policy is a non-bias policing policy to treat everyone without discrimination. Sgt. Stedillie requested input to return to CPD: 1) What does this committee need from CPD 2) What can CPD do to help

Kody requested direction on proceeding with adopting the Seattle Safe Place Program or for the committee to proceed with a similar version for Casper. Sgt. Stedillie indicated a self-developed program for our community would be recommended for best implementation to our specific needs.

Kody, Gage, and Grace will form a sub-committee to begin working on the program. Shannon will provide a logo recommendation. Consider name ideas for this program and email Kody or bring them to the next meeting.

The meeting was adjourned at 3:56 p.m.

Next Meeting Date

February 18th, 3:30 p.m.

Snowy day, but great turnout from the Casper Housing Authority Board, HUD, and City staff (John Henley, Craig Collins, and Liz Becher – photographer).

Kim Summerall Wright’s speech was exceptional.

60 units of workforce housing; great partnerships; one year to complete.

