

INFORMATION PACKET

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Friday, February 19, 2021



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

February 23, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Parking on Parkways & Parking Manual	Direction Requested	60 min	4:35
Council Goals & Objectives	Direction Requested	90 min	5:35
Agenda Review		20 min	7:05
Legislative Review		20 min	7:25
Council Around the Table		10 min	7:45
Approximate Ending Time:			7:55

March 2, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting Work Session/Council Meeting Date Changes					
Pre-Meeting Financial Policy Guidelines?					
Approval of Feb. 16 Executive Session Minutes - Personnel & Litigation					
Establish March 16th public hearing date for Amending Section 13.04.060 of the Casper Municipal Code	C				
Establish March 16th public hearing date for consideration of an Ordinance Approving a Vacation and Replat Creating Central Services Addition No. 2.	C				
Establish March 16th public hearing date for consideration of fiscal year 2020-2021 Budget Amendment #4	C				
Vacation of a Portion of East 7th Street. 3rd reading			N		
Repealing Ordinance No. 54-00 as Codified by Article IV, Chapter 9.40 of the Casper Municipal Code Titled "Sale of Nicotine Products". 3rd Reading			N		
Vacation and Replat Creating Trails West Estates No. 4 Addition, a Zone Change of Said Subdivision, and the Trails West Estates No. 4 Subdivision Agreement. 2nd Reading			N		
Creation of Local Assessment District 158 - Coates Road Surfacing Improvements. 2nd Reading			N		
Amending the Financial Administration Guidelines as Adopted by Resolution No. 20-168.				C	
Approving a Contract for Professional Services with All Traffic Data Services for the FY 2021-2021 Traffic Counts Data Collection Services for Three (3) Consecutive Years in an Amount not to Exceed \$90,000.				C	
Accepting Proclamation Guidelines				C	
Authorizing an Agreement with Wayne Coleman Construction, Inc., in the Amount of \$384,307 for the Industrial Avenue Drainage and Surfacing Improvements - Spruce to Elm Project.				C	
Authorizing the Appointment of Kenneth Bates to the Casper Housing Authority Board of Commissioners.					C
Executive Session Personnel & Litigation					

The Grid

A working draft of Council Meeting Agendas

March 9, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Capital Budget Review	Direction Requested	45 min	4:35
Council Review of Proposed Fiscal Year 2020-2021 Budget Amendment #4	Move Forward for Approval	20 min	5:20
Community Promotions Funding (Part 1)	Direction Requested	40 min	5:40
LWCF Grant	Move forward for Approval	30 min	6:20
Agenda Review		20 min	6:50
Legislative Review		20 min	7:10
Council Around the Table		10 min	7:30
Approximate Ending Time:			7:40

March 16, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Public Hearing: Amending Section 13.04.060 of the Casper Municipal Code. 1st reading		N			
Public Hearing: Vacation and Replat Creating Central Services Addition No. 2. 1st reading		N			
Public Hearing on consideration of fiscal year 2020-2021 Budget Amendment #4		N			
Vacation and Replat Creating Trails West Estates No. 4 Addition, a Zone Change of Said Subdivision, and the Trails West Estates No. 4 Subdivision Agreement. 3rd Reading			N		
Creation of Local Assessment District 158 - Coates Road Surfacing Improvements. 3rd Reading			N		

March 23, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Second Sheet of Ice Feasibility Study	Direction Requested	30 min	4:35
Ford Wyoming Events Center Update	Information Only	20 min	5:05
Community Promotion Funding (Part 2)	Direction Requested	40 min	5:25
Agenda Review		20 min	6:05
Legislative Review		20 min	6:25
Council Around the Table		10 min	6:45
Approximate Ending Time:			6:55

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Strategic Plan			2021
Roof Inspections			
Formation of Additional Advisory Committees			
Mike Lansing Field Update			Fall of 2021
Missing Persons			
Bus Stop Safety/Shoveling - Public Awareness			
Restitution Paid to Fire Department			
Excessive Vehicle Storage in Yards			
Fort Caspar - Seasonal Hours/Closure			
Graffiti Abatement & Alternatives			

Staff Items:

Limo Amendment			
Sign Code Revision			
Blood Borne Pathogens			
Budget Review			May 17 & 19, 2021
2021 International Building Code			April 13, 2021
Final Public Participation Plan			April 27, 2021
GIS Demo			

Potential Topics-- Council Thumbs to be Added:

Resolution for Removal of Majestic Trees?			
Handheld Device Use While Driving?			

Future Regular Council Meeting Items:

Tentative Budget to Council (to be published in minutes)			May 11, 2021
Summary of Proposed Budget Submitted to Council (published in minutes)			June 1, 2021
Establish Public Hearing for City Budget for 6/15/21			June 1, 2021
Public Hearing: FY22 Budget Adoption/Action on Resolution/Publication			June 15, 2021

Retreat Items:

Economic Development and City Building Strategy

From: Keith McPheeters
Sent: Tuesday, February 16, 2021 3:01 PM
To: Carter Napier <cnapier@casperwy.gov>
Subject: FW: Revised 2020 4th Quarter Crime Report

Carter,

Here is a preliminary 2020 Crime report from last week. Some of these stats will be slightly different due to differing metrics. Of note is the 5-year trending being up in every category except drugs.

Feel free to share with Council.

Keith McPheeters
Chief of Police
Casper Police Department

Office: 307-235-8225



Casper Police Department 2020 Crime Report

Casper Police Department
Annual Statistics
2020

	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Calls for Service	46,079	47,959	-3.9%	-1.03	47557.8	-3.1%	↓		46119 - 48997	1439.1	46079	49716
Part I Offense						%from Average	5 YR TREND	5 Year Trend				
Total Part I	3090	3096	-0.2%	0.37	2955.6	4.5%	↑		2588 - 3323	367.6	2351	3324
Homicides	5	4	25.0%	1.10	3.2	56.3%	↑		2 - 5	1.6	1	5
Forcible Rape	56	61	-8.2%	0.37	46.2	21.2%	↑		20 - 73	26.3	6	73
Robbery	14	21	-33.3%	0.28	12.2	14.8%	↑		6 - 19	6.4	5	21
Assault	889	939	-5.3%	0.04	880.0	1.0%	↑		666 - 1094	214.3	576	1171
Burglary - Res	218	227	-4.0%	-0.38	228.2	-4.5%	↑		201 - 255	27.0	189	255
Burglary - Non-Res	60	86	-30.2%	-0.81	71.4	-16.0%	↑		57 - 86	14.1	56	86
Burglary - Auto	413	332	24.4%	1.22	316.8	30.4%	↑		238 - 396	78.9	202	413
Larceny	1211	1266	-4.3%	-0.62	1236.6	-2.1%	↑		1195 - 1278	41.4	1191	1292
Motor Vehicle Theft	169	118	43.2%	1.44	135.2	25.0%	↑		112 - 159	23.6	112	169
Arson	8	2	300.0%	1.41	5.0	60.0%	↑		3 - 7	2.1	2	8
Officers Assaulted	47	40	17.5%	1.24	20.8	126.0%	↑		0 - 42	21.1	2	47
Property	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Stolen	\$ 1,867,865.00	\$ 2,217,946.00	-15.8%	0.39	1663235.4	12.3%	↑		1132188 - 2194283	\$531,047.40	\$ 1,077,157.00	\$ 2,217,946.00
Recovered	\$ 957,949.00	\$ 1,396,298.00	-31.4%	0.30	831018.4	15.3%	↑		412341 - 1249696	\$418,677.25	\$ 312,926.00	\$ 1,396,298.00
Stolen Guns	133	134	-0.7%	1.06	88.4	50.5%	↑		46 - 130	41.9	50	134
Recovered Stolen Guns	24	31	-22.6%	0.52	18.2	31.9%	↑		7 - 29	11.1	6	31
UCR Arrests	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Adult	2255	2913	-22.6%	-1.41	2885.4	-21.8%	↓		2440 - 3331	445.7	2255	3480
Juvenile	433	602	-28.1%	-1.08	525.6	-17.6%	↓		440 - 611	85.6	433	619
Burglary	41	80	-48.8%	-0.81	57.2	-28.3%	↑		37 - 77	20.0	38	80
Larceny	226	292	-22.6%	-1.13	288.6	-21.7%	↓		233 - 344	55.2	226	377
Alcohol Related	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Illegal Possession/consumption	15	7	114.3%	-0.17	19.8	-24.2%	↑		0 - 48	28.6	0	70
Sell to Minor	16	11	45.5%	1.37	12.0	33.3%	↑		9 - 15	2.9	9	16
Furnish to Minor	0	3	-100.0%	-0.98	4.4	-100.0%	↓		0 - 9	4.5	0	12
Public Intoxication	276	447	-38.3%	-1.36	448.8	-38.5%	↓		322 - 576	127.1	276	571
DUIs	257	277	-7.2%	-1.09	267.0	-3.7%	↑		258 - 276	9.1	257	277
Blood Alcohol Content	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Average BAC	0.176	0.165	6.7%	1.10	0.2	5.7%	↑		0 - 0	0.009	0.156	0.176

Casper Police Department 2020 Crime Report

Drug Arrests	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Adult Totals	422	585	-27.9%	-1.76	559.0	-24.5%	↓		481 - 637	77.7	422	608
Cocaine	5	7	-28.6%	-1.16	7.4	-32.4%	↓		5 - 9	2.1	5	10
Marijuana	192	251	-23.5%	-1.28	283.8	-32.3%	↓		212 - 355	71.6	192	358
Synthetic	144	189	-23.8%	-1.32	166.2	-13.4%	↓		149 - 183	16.8	144	189
Other	50	125	-60.0%	-0.92	93.8	-46.7%	↓		46 - 142	47.8	50	162
Juvenile Totals	88	115	-23.5%	-1.20	105.6	-16.7%	↓		91 - 120	14.6	88	125
Cocaine	0	0	NC	-0.52	1.8	-100.0%	↓		0 - 5	3.5	0	8
Marijuana	66	79	-16.5%	-1.62	77.0	-14.3%	↓		70 - 84	6.8	66	84
Synthetic	3	0	NC	1.10	1.8	66.7%	↓		1 - 3	1.1	0	3
Other	18	34	-47.1%	-0.96	26.6	-32.3%	↓		18 - 36	9.0	18	38
Traffic	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Accidents - Property Damage	1597	1942	-17.8%	0.19	1539.0	3.8%	↑		1233 - 1845	305.6	1184	1942
Accidents - Personal Injury	205	271	-24.4%	-0.39	223.2	-8.2%	↑		176 - 270	46.7	168	273
Accidents - Fatality	3	2	50.0%	0.53	2.4	25.0%	↓		1 - 4	1.1	1	4
Hit and Runs	529	598	-11.5%	0.31	498.8	6.1%	↑		402 - 595	96.6	353	598
DUI Related Accidents	62	54	14.8%	0.68	57.0	8.8%	↑		50 - 64	7.3	49	67
Alcohol Related Accidents	69	65	6.2%	0.59	51.6	33.7%	↑		22 - 81	29.7	0	71
Traffic Stops	10169	10569	-3.8%	-0.90	11331.8	-10.3%	↓		10047 - 12617	1285.2	10169	13416
Moving Violations	4744	4236	12.0%	-0.60	5909.8	-19.7%	↓		3976 - 7843	1933.5	4236	8050
Registration Violations	542	519	4.4%	-0.66	630.8	-14.1%	↓		497 - 765	134.3	519	807
Parking Violations	502	562	-10.7%	-0.79	702.6	-28.6%	↓		449 - 956	253.7	502	1124
False Alarms	565	780	-27.6%	-0.84	651.6	-13.3%	↑		548 - 755	103.6	530	780
Mental Health	2020 Total	2019 Total	% Change	Z Score	Average	from Average	5 YR TREND	5 Year Trend	Normal Range	St Dev	Min	Max
Suicidal Subject CPD	648	616	5.2%	0.87	584.2	10.9%	↑		510 - 658	73.8	460	648
Involuntary Commitals CPD	337	479	-29.6%	0.56	231.4	45.6%	↑		43 - 420	188.4	32	479
Suicides	19	29	-34.5%	-0.87	321.8	-94.1%	↓		0 - 671	349.5	19	858
Natrona County 381 Cases Filed	594	759	-21.7%	0.70	359.6	65.2%	↑		26 - 694	334.1	17	759
Less than 72 Hr	260	342	-24.0%	-0.33	333.6	-22.1%	↑		108 - 559	225.8	0	595
More than 72 Hr	334	417	-19.9%	0.41	267.4	24.9%	↑		107 - 428	160.9	0	417



February 18, 2021

To whom it may concern:

The Casper City Council will set aside funds to support non-profit programs and events that benefit the Casper community. The City can help out by providing special City services, or it can help by lending the use of its parks and facilities.

The Council will be distributing this funding through a process called Community Promotions. An application form and a copy of the funding guidelines have been included with this letter, and an electronic version can be found on the City's website at www.casperwy.gov.

Funds from this period are meant to support specific events that will occur July 1, 2021 through June 30, 2022. We can only waive up to half of the fee for any service or half the rent for any facility. For example – if your organization needs passes to one of our outdoor pools, we cannot give the passes away, but we might be able to offer them to you at half price.

Please submit your applications before the deadline either in person or through regular mail. Applications are due by 12:00 p.m. (noon), March 2, 2021. The funding is limited and there is no guarantee that Council will accept late applications. Please take a moment to think about any upcoming events or programs that you will be running in the next year.

I look forward to hearing from you. If you have any questions or concerns, please contact Fleur Tremel in the City Clerk's Office at 235-8215, or via email at ftremel@casperwy.gov.

Sincerely,

A handwritten signature in blue ink that reads "Fleur".

Fleur Tremel
Assistant to the City Manager



COMMUNITY PROMOTIONS
FUNDING GUIDELINES AND POLICIES
FY 2022

These guidelines will be used by the Casper City Council to evaluate fund requests received from non-profit organizations.

I. Intent of the Community Promotions Process

1. Cash Funding

a. The cash funds allocated by Council should be utilized to:

1. Bring people to the community so as to enhance economic development, **and**
2. To improve the quality of life for residents of Casper.

2. In-Kind and Facilities Requests

a. The in-kind and facility funds allocated by Council should be utilized to:

1. Bring people to the community so as to enhance economic development, **or**
2. To improve the quality of life for residents of Casper.

3. The funds allocated by Council should be used to provide activities that will increase the usage of existing City facilities.

a. It is the intent of Council to use the Community Promotions funds to support programs and events that provide a direct benefit to the citizens of Casper, as opposed to fundraising events which provide a more indirect benefit. Therefore, Council will show preference to non-fundraising events.

II. Available Funding

1. Requests for funding will be divided into three categories: Cash, In-kind Staffing and Services, and Facility Rentals. Calculations of the value of these Services and Facilities will be provided by City staff, based upon information provided by the various groups and documentation of costs incurred in previous years.

2. The Council may award up to 50% of the value of any In-Kind Service or Facility Rental. The remainder must be covered by the applicant. Applicants may not request Cash awards to pay for the uncovered portion of these requests.
3. All cash awards will be on a reimbursement-basis only. Receipts for expenditures made to support the activity must be presented in order for payments to be approved.
4. No funding will be provided for operational expenses, capital purchases or salaries. Funding requests should be directed to the actual expenses associated with a specific special program or event.
5. No funds will be available to pay for ancillary services at the Casper Events Center. Ancillary services include equipment rental (such as tables and stages), labor costs (such as event setup and box office service), and any food and beverage expenses. These expenses must be covered by the applicant, and they will be in addition to the applicant's portion of the facility rental fee. Applicants may not request cash awards to pay for these ancillary services.

III. Award Process

1. Submissions for consideration after the date and time listed on the application will not be considered.
2. Once the applications have been processed by City staff, Council will meet to discuss the applications. Select applicants may be invited to address Council to clarify their applications and answer questions.
3. Council will then vote in regular session to approve the funding as decided in a work session.
4. Every organization that receives Community Promotions funding will be asked to submit a final report. If the award was support for an event, then the report will be due to the City within 30 days of the conclusion of the event. If the award was support for a program, then the final report will be due within thirty days of the conclusion of the program, or within 30 days of the conclusion of that fiscal year, whichever is soonest. The timely filing of this report will be taken into consideration when considering future years' allocation requests.
5. A historical record will be compiled for each organization receiving funds from the Community Promotions budget in order to give future Councils a basis for evaluating future requests.



Community Promotions Application - FY 2022

Please use this application to request support for events and programs that will take place between **July 1, 2021 and June 30, 2022.** Applications are due in City Hall **by 12:00 p.m. on March 2, 2021.**

Name of Sponsoring Organization:

Name of Program or Event:

Contact Information - Please Print

Contact Person: _____ Phone Number: _____ Date: _____

Address: _____

Email: _____

Is this organization a Non-Profit Organization? Yes or No

If so, what is your tax exempt EIN number? _____

Event / Program Description

Please attach a **one page, TYPED description** of the event or program that you are asking us to support. **Please be as detailed as possible.** When thinking about how to write this description, answer some of the following questions:

- What is the purpose of this event or program, and how does it fit into the mission of your organization?
- What will the event or program be like for someone who is participating in it?
- How is this event remarkable or unique for the Casper area?

Applicants are strongly discouraged from attaching additional pages, brochures, etc. **You may attach up to two pages of supporting material** (in addition to this application form, the written "Event/Program Description," and your budget documents) if you believe that it is needed in order to explain your program or event. **Please do not include anything other than 8 1/2" by 11" paper.** Documents of other sizes, and any other items, will be discarded.

Community Promotion Guidelines

How will the funds allocated by Council be utilized to bring people to the community so as to enhance economic development? **Please be specific and detailed.** (Please write in your answer below, and attach another (1) sheet if necessary.)

How will the facility or in-kind services requested be used to improve the quality of life for Casper residents?

Event Changes

If this is not a new program or event, how will it be different from last year? *(Please write in your answer below.)*

Dates

On what date(s) will this event be held? _____

Will Casper be the regular home for this event? Yes No, its home is: _____

Anticipated Attendance and Public Participation

A **participant** is someone who is actively involved in the activity; a **Spectator** is a someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator!

How many people do you expect to be **Participants** in this event or program? _____

How many people do you expect to attend this event as **Spectators**? _____

Please be aware that you will be asked to submit the actual count of Participants and Spectators on the Final Report form after the conclusion of your program or event.

Support Requested

Cash	<i>The City Council can make cash grants to reimburse community groups for expenses related to the program or event.</i> Please be aware that applicants cannot request cash funding to pay the required 50% match on any In-Kind or Facility requests.
Amount: \$	To be used for (please be specific, i.e. "we will use the funds to produce 500 color brochures to be mailed to all of the elementary schools in Natrona County" as opposed to "public relations"):
Date Cash Needed: __ / __ /20__	

In-Kind Staffing and Services	<p><i>The City can provide services to a group directly in order to facilitate an event.</i></p> <p>Please be Aware that your organization must provide a 50% match for any In-Kind service you request. In other words: If your application is approved, you may be awarded a 50% discount in the cost for any service listed below, but the city cannot waive the fees entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Services that are typically requested:</i></p> <p>Security (Police) EMT's Ski Lift Tickets Golf Passes Traffic Control Trash Service (cans/dumpsters) Use and Delivery of Tables/Chairs Baseball Field Preps Museum Passes Pool Passes Litter Control/Cleanup</p>				
Please list the services you require:	Description/Purpose	Location	Date	Start Time	End Time
1.					
2.					
3.					
4.					

Facilities	<p><i>Certain city facilities are often used as event locations. Please be as specific as possible about which rooms, parks, or sports fields you require.</i></p> <p>Please be Aware that your organization must provide a 50% match for any Facility you request. In other words: If your application is approved, you may be awarded a 50% discount on the rent for the facilities listed below, but the city cannot waive the rent entirely.</p> <p>Please use the list included in this packet to properly describe what staffing/services you will need.</p>				
	<p><i>Facilities that are typically requested:</i></p> <p>Casper Events Center Aquatics Center City pools Ice Arena Fort Caspar City Hall Recreation Center Sports fields City Parks</p>				
Please list the facility you require:	Purpose	Date	Start Time	End Time	
1.					
2.					
3.					
4.					

Budget Summary		
Anticipated Funding Sources for this program or event. <i>Do not list any anticipated funding from the City of Casper.</i>		
Entry Fees		\$
Sponsorships (indicate from whom and whether the sponsorship is committed funds or to be requested).		
1.		\$
2.		\$
3.		\$
4.		\$
Donations (list from whom and whether the donation is committed or to be requested):		
1.		\$
2.		\$
3.		\$
4.		\$
Applicant Funds :		\$
Other Funds (please list source(s)):		
1.		\$
2.		\$
3.		\$
4.		\$
Total Funding:		\$
Anticipated Expenses for this program or event (please be a specific as you can).		
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total Expenses:		\$
Total Revenue minus Total Expenses: profit (loss):		\$

Past Year's Budget

Please attach a program budget from the last time you held this event, if available.

Certification

I certify under penalty of perjury, that this application and the items included therein, are correct and just in every respect.

Signature

Date

Title



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

THURSDAY, FEBRUARY 18TH, 2021

Virtual by Zoom - ONLY THIS MONTH

<https://us02web.zoom.us/j/87995881738>

Phone 1-253-215-8782 passcode 879 9588 1738

5:30 PM

- I. AGENDA/MINUTES**
 - a. Previous Meeting Minutes/Notes**
 - i. November meeting minutes*
 - ii. December meeting cancelled
 - iii. January full meeting cancelled
 - iv. January Special Session Minutes*
- II. BUDGET/FINANCIAL**
 - a. Financials**
 - i. November Financials *
 - ii. December Financials*
 - iii. January Financials *
- III. BOARD**
 - a. Next Meeting Date**
 - i. **Proposed Meeting Date March 18th, 2021 ***
 - ii. Board bylaws- onboarding
 - iii. Ratify Holiday schedule
- IV. HEALTH OFFICER**
 - a. Health Officer Report
- V. DIVISION REPORTS**
 - a. ADMINISTRATION**
 - 1. COVID-19 UPDATE**
 - a. Update-Testing/Vaccination
 - b. WDOH Contract for Vaccination*
 - 2. General Administration**
 - a. Reporting grid
 - b. MCH, AH, EH- return to “normal”
 - c. Strategic Planning for Board –tabled



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

- d. FOIA policy-tabled
- e. Performance evals-tabled
- f. RFP for IT-tabled

3. PUBLIC HEALTH PREPAREDNESS/CPR-

4. WYAETC/HIV CASE/RW PROGRAMS/WCRS/WYCC-

- a. WYCC VACANT POSITION

b. COMMUNITY PREVENTION PROGRAM-

- a. CASPER PRIDE Contract*

c. ENVIRONMENTAL HEALTH DIVISION-

- a. Interagency agreement between Wyoming DFS and CNCHD

d. NURSING-

- 1. DISEASE PREVENTION CLINIC
- 2. ADULT HEALTH PROGRAM
- 3. MATERNAL CHILD HEALTH PROGRAM

VI. CITY/COUNTY LIASION REPORTS

VII. BOARD MEMBER REPORTS

VIII. ADJOURN

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

Casper City Hall
Downstairs Meeting Room

Wednesday, February 24, 2021 7:00 a.m.

AGENDA:

- * 1. Consider Approval of the January 27, 2021 Meeting Minutes
- * 2. Discuss Statistical Report – January 2021
- * 3. Consider Contract for Outside-City Water Service with L.L. Enterprises, 3222 Six Mile Road
- 4. Rate Model Update
- 5. Other Business
- 6. Adjournment

Additional Information:

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>

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

**MEETING PROCEEDINGS
January 27, 2021
7:00 a.m.**

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, January 27, 2021 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
Vice President Jim Jones
Secretary John Lawson
Member Richard Jay
Member Bruce English – By Phone
Council Liaison Cathey

Absent:

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

Others: Wayne Coleman
Mary Coleman
Caleb Coleman

The regular meeting was called to order at 7:00 a.m. by President Bell.

1. Mr. Martin stated that he has a couple of announcements before the Election of Officers. Mr. Martin introduced Council Liaison Cathey to the Board. Mr. Martin stated that Council Liaison Cathey was just appointed to the Board.

Mr. Martin stated that Board Member English's term expired December 31, 2020, but he has agreed to be reappointed to the Board.

Mr. Martin stated that Wayne, Mary, and Caleb Coleman are in attendance today as the Outside-City Water Contract for their property is on the agenda.

President Bell asked if there is a motion for Board Officers. A motion was made by Board Member Jay and seconded by Vice President Jones to retain the existing Board Officers – Mike Bell, President; Jim Jones, Vice President; John Lawson, Secretary. Motion passed.

2. President Bell asked for a motion to approve the minutes from the October 28, 2020 meeting. A motion was made by Board Member English and seconded by Secretary

Lawson to approve the October 28, 2020. Motion passed, with Vice President Jones abstaining as he did not attend the meeting.

3. Mr. Martin asked the Board to reference the December 2020 Statistical Report in the agenda packet. Mr. Martin stated that the Total Gallons Purchased in December was 150 MG, 6 MG more than the five-year average.

Mr. Martin stated that the Fiscal Year to Date Gallons Purchased is 2.16 BG, which is 115 MG more than the five-year average.

Mr. Martin stated that there were five water main breaks for December, which puts it at a total of sixteen for the fiscal year. Mr. Martin stated there were fourteen water main breaks last year at this time.

Mr. Martin stated that there were two service line breaks in December, putting the fiscal year total at nine.

Mr. Martin stated that there were two sewer main stoppages in December, with a total of seven for the fiscal year. Mr. Martin stated there were five sewer main stoppages last year at this time.

Mr. Martin stated that there are 22,337 Active Accounts. Mr. Martin stated that this figure seems low to him. Mr. Martin stated that the Utility Billing was changed over to the new financial software, so he will ask the Finance Department to double check this figure.

Board Member Jay asked what caused the sewer stoppages. Mr. Martin stated that the sewer stoppages were caused by tree roots and grease, which is not out of the normal.

4. Mr. Martin asked the Board to reference the Contract for Outside-City Water Service with Wayne and Mary Coleman for 4511 Squaw Creek Road. Mr. Martin stated that this property is located in the Squaw Creek area. Mr. Martin stated that the Board might remember the Garling contract from earlier last year. Mr. Martin stated that the Coleman's property surrounds the Garling property. Mr. Martin stated that the Colemans were issued a License Agreement from the County, Exhibit "B" of the contract, to run a water service line in the Squaw Creek Road right of way.

Mr. Martin stated that a portion of the Coleman property is outside of the pressure zone, and will be unable to be serviced. Mr. Martin stated that the portion of the property with their house can be serviced. Mr. Martin stated that CEPI Engineering completed a Water Distribution Study which is included as Exhibit "C" in the contract.

President Bell asked if a new service line would be run down Squaw Creek Road. Mr. Caleb Coleman stated that a new service line would be run down the opposite side of the road from the Garling service line.

Mr. Wayne Coleman stated that they could run their service line on the same side of the road next to the Garling service line if needed. Mr. Caleb Coleman stated that there are less gas lines on the west side of the road.

Board Member English asked how long the service line will be. Mr. Martin stated that the service line will be approximately 1,600 feet long.

Vice President Jones stated that there are not too many more people in this area that are within the pressure zone.

A motion was made by Vice President Jones and seconded by Board Member English to approve the Contract for Outside-City Water Service with Wayne and Mary Coleman for 4511 Squaw Creek Road. Motion passed.

President Bell informed Mr. and Mrs. Coleman that this contract will be forwarded to Council with a do pass recommendation. The Colemans thanked the Board for their time.

5. In Project Updates:

- a. WWTP Emergency Power Project – Under Construction – ITC Electrical Technologies is the contractor. This project started in 2014 with the design. There have been a couple of startup attempts, but they failed. In December, there was a startup attempt, which blew out the surge arresters in the Blower and Dewatering building electrical transformers. These systems are now running on backup power. There is a lot of finger pointing going on between the engineer and contractor. Getting the systems on utility power is the priority. The emergency generator transferred, it just could not power up the equipment.
- b. CY Booster Station Replacement – Under Construction – The water main is installed and they are now working on the SCADA. This project will be completed soon.
- c. WWTP Boiler Project – Under Design by HDR – This project is to add another boiler to heat the Anaerobic Digesters. This project has been out to bid a couple of times, but came in over budget. This project will be rebudgeted with additional funds and will be put out to bid again. The project has been revised to get better bids.
- d. WWTP MCC Replacement Project – Under Design by CH2M – The costs for this project have increased significantly to meet the Fire Code. The funds were moved to the Secondary Rehabilitation Project. The design for this project is ready to go to bid.
- e. Ten Million Gallon Reservoir Renovations – On Hold Pending Water Master Plan – The reservoir has been inspected and the decision needs to be made whether to repair it, or build above ground tanks. The Water Master Plan tech memo is

completed; it will be reviewed and a decision will be made on how to move forward.

- f. Midwest Avenue Reconstruction – Elm to Walnut – Under Construction – 71 Construction is the contractor. The project is in winter shutdown at this time.
- g. 1st and Poplar Street Improvements – Under Design by CEPI – This is a WYDOT project. This project includes water and sewer main replacement and moving the lift station. Mr. Beamer stated that the bid letting for this project was moved to May.
- h. Casper Marginal (I-25 and Walsh Drive) – Under Design by CEPI – This is also a WYDOT project. Mr. Beamer stated that this project has an April bid letting.
- i. Ridgecrest Drive Water Main Replacements – Under Construction – Zone 2 and 3 watermain. Lennox, from A Street to Yellowstone was added to the project and completed. Treto is the contractor for this project. The project is in winter shutdown.
- j. WWTP Secondary Rehabilitation Project – Under Construction – This project includes replacing piping in the secondary building. Bids came in way over budget. The project was broken out into five items and put out for bid. Three of the work items were awarded to Myers and Sons, and they are working on submittals at this time. The project includes a lot of bypass pumping so wastewater can still be treated. The improvements made in this project will be used in future upgrades to the WWTP.
- k. North Platte Sanitary Sewer Rehabilitation Project – Under Design by Jacobs – An \$8 M State Lands and Investments Board loan was taken out for this project. The original design called for rehabilitating 10,000 feet of the sewer line. The sewer line was recently inspected and approximately 4,500 feet of additional line needs rehabilitated. We will see how much of the work can be accomplished with the \$8 M loan. Vice President Jones asked when this project will be bid out. Mr. Beamer stated that it will go out for bid in the spring.

President Bell stated that he thought the Water Master Plan was done last summer. Mr. Martin stated that the engineer had to wait for the SCADA Project to be completed in order to get good information.

6. In other business:

- a. President Bell stated that the Board is scheduled to meet on November 24th, which is the day before Thanksgiving. President Bell stated that the meeting date would need to be changed if a meeting is needed.
- b. Mr. Martin stated that the Board will be meeting the next few months because of budget review, rate review, and outside-City contracts. President Bell asked if the

Board will be meeting in February. Mr. Martin stated there will be a February meeting held on February 24th.

- c. Council Liaison Cathey asked if there are upcoming outside-City contracts near the Coleman property. Mr. Martin stated that there are not at this time. Vice President Jones stated that the Board has pushed for bigger lines to service this area, but no one wants to do it. Vice President Jones asked if anyone living in this area is looking into installing additional distribution lines. Mr. Martin stated that there is a waterline in the works to serve eight lots in the Swingle Ranch area.

A motion was made by Board Member English and seconded by Board Member Jay to adjourn the meeting at 7:30 a.m. Motion passed.

Secretary

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
JANUARY 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	141,759,539	150,325,756	142,722,743	2,304,093,324	2,284,397,487
NEW SERVICES	7	13	5	67	63

** Billed to Casper by Central Wyoming
Regional Water System Joint Powers
Board starting October 1, 1997.*

PRECIPITATION (Inches)	0.48	0.68	0.48	1.91	6.56
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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	1	5	1	17	15
SERVICE LINE BREAKS	1	2	0	10	2
SEWER MAIN STOPPAGES	0	2	0	7	5

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	19,828	19,789	20,119
COMMERCIAL (WATER & SEWER)	1,689	1,687	1,738
OUTSIDE CITY (WATER RES)	492	488	519
OUTSIDE CITY (WATER-COMM)	129	129	134
IRRIGATION ONLY	244	244	281
TOTAL NUMBER OF ACCOUNTS	22,382	22,337	22,791

February 17, 2021

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 L. L. Enterprises

Meeting Type & Date

CPU Advisory Board Meeting
February 24, 2021

Action Type

Approval

Recommendation

That the CPU Advisory Board authorize a Contract for Outside-City Water Service with L. L. Enterprises.

Summary

This contract provides Outside-City water service for 3222 Six Mile Road, a parcel of land located west of Casper off Six Mile Road, approximately $\frac{3}{4}$ of a mile north of Highway 20/26. The property will obtain water service by connecting to the 12-inch Airport waterline that crosses the property. 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 will be 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

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2021, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as “City”, and L.L. Enterprises, P.O. Box 1655, Mills, Wyoming 82644; 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 Lot 1 of the B&L Industrial Acres Subdivision, a portion of the NE1/4 NE1/4 of Section 28, Township 34 North, Range 80 West of the 6th P.M., in Natrona County, Wyoming, with an address of 3222 Six Mile Road, which is not within the corporate limits of the City of Casper; and,
- B. The Owner is currently receiving water service through a private water system line also serving other customers in the area; and
- C. Owner desires to obtain water service from City for such property as described in Exhibit “A”; and,
- D. Owner can connect by a service line into the 12-inch water main located adjacent to the property; 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. 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 install, own, operate, and maintain the meter pit and the water service line beyond the curb stop.

- e. 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 or within the water line easement.
- 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

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.

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 Grey Cloud and Six Mile Roads 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.

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	City of Casper
L. L. Enterprises	Attn: Public Services Director
P.O. Box 1655	200 North David
Mills, Wyoming 82644	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

Steven K. Freel
Mayor

WITNESS:

OWNER:

Edward G. Putman
Successor Trustee

The undersigned mortgagee for L. L. Enterprises hereby agrees to, consents, and ratifies this agreement.

Date

MORTGAGEE

By: _____

Printed Name: _____

Title: _____



VICINITY MAP
NOT TO SCALE

LOCATION MAP EXHIBIT "A"



GREY CLOUD RD

N 89°58'42" E

295.820'

L.L. ENTERPRISES
B & L INDUSTRIAL ACERS
LOT 1, SIX MILE RD.

A PORTION OF NE¼ NE¼
SECTION 28, T34N, R80W
OF THE 6TH PRINCIPAL MERIDIAN
NATRONA COUNTY, WYOMING

LOT # 1 2.0 ACRES

N 89°56'20" E

291.567'

S 0°01'18" E

296.741'

S 0°48'00" W

296.57'

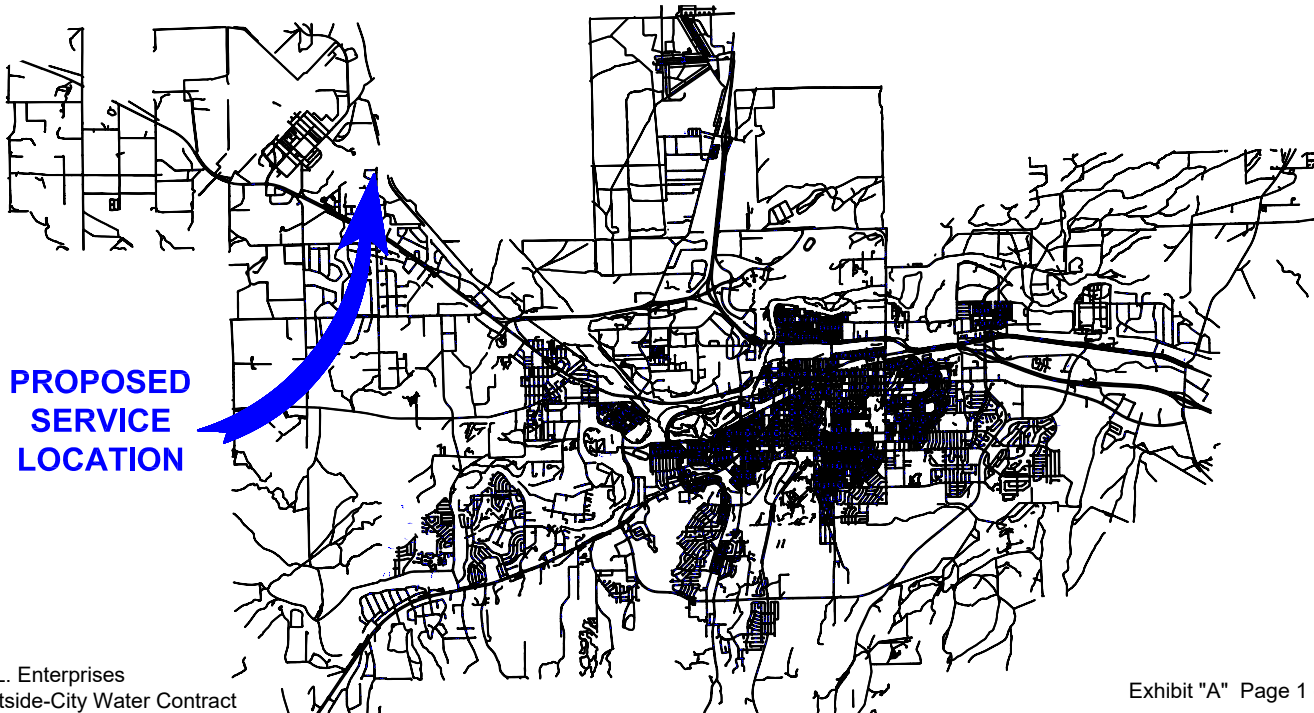
SIX MILE ROAD

296.028'

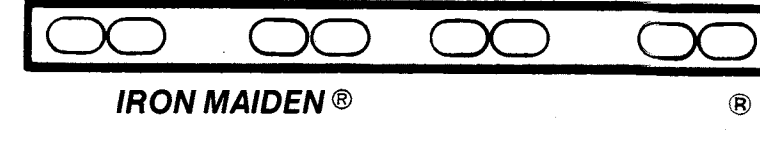


VICINITY MAP
NOT TO SCALE

VICINITY MAP



**PROPOSED
SERVICE
LOCATION**



207883

B & L INDUSTRIAL ACRES
Rec. Bk. 274 Deeds P. 11
No. 207883 Micro 9-934 3/15/77

182

PLAT OF
B & L INDUSTRIAL ACRES
BEING A SUBDIVISION OF
A PORTION OF NE 1/4 NE 1/4, SECTION 28
T 34 N, R 80 W of the 6th P.M.
NATRONA COUNTY, WYOMING
SCALE: 1"=100'

555
MICROFILM 9-934

CERTIFICATE OF OWNERS

We, Tom D. Barnard and Violet A. Barnard, husband and wife; and Walter C. Larson and Charlene J. Larson, husband and wife, do hereby certify that we are the owners and proprietors of the foregoing subdivision located in and being a portion of the NE 1/4 NE 1/4, Section 28, T34N, R80W of the 6th Principal Meridian, Natrona County, Wyoming, and that this plat is in accordance with the desires and is with the free consent of the undersigned owners and proprietors of said lands which are more particularly described by metes and bounds as follows:

Beginning at the northeast corner of the NE 1/4 NE 1/4, identical with the northeast corner of said Section 28, which is monumented by a standard General Land Office Brass Cap in place;
thence along the east line of said NE 1/4 NE 1/4, identical with the east line of said Section 28, and base bearing of this plat, S0°48'00"W a distance of 1077.145 feet to the southeasterly corner of the parcel herein described;
thence N89°10'47"W a distance of 419.090 feet to an angle point in the southerly boundary of the parcel herein described;
thence N62°21'16"W a distance of 676.418 feet to an angle point in the southerly boundary of the parcel herein described;
thence S89°54'17"W a distance of 310.010 feet to the southwesterly corner of the parcel herein described, said southwesterly corner being situate on the west line of the NE 1/4 NE 1/4 of said Section 28 from which a standard General Land Office Brass Cap monumenting the NE 1/16 corner, identical with the southwest corner of the NE 1/4 NE 1/4 of Section 28, bears S0°38'18"W (S0°40'W G.L.O. record) a distance of 576.410 feet;
thence along said west line of the NE 1/4 NE 1/4 of Section 28, and westerly boundary of the parcel herein described N0°38'18"E (N0°40'E G.L.O. record) a distance of 757.241 feet to a standard General Land Office Brass Cap monumenting the E 1/16 corner, identical with the northwest corner of said NE 1/4 NE 1/4, identical with the northwesterly corner of the parcel herein described;
thence along the northerly boundary of the parcel herein described, said boundary identical with the north line of said NE 1/4 NE 1/4, identical with the north line of said Section 28, N89°58'42"E (N89°57'E G.L.O. record) a distance of 1334.855 feet (1335.84 feet G.L.O. record) to the northeasterly corner and point of beginning of the parcel herein described;
encompassing an area of 28.402 acres more or less;

and as appears on this plat shall be known as "B & L INDUSTRIAL ACRES" a subdivision in Natrona County, Wyoming; said owners, in recording this plat of B & L Industrial Acres, have designated a strip of land as shown on the plat as "Grey Cloud Road" which road is reserved by the undersigned owners for the use and enjoyment of the owners of the lots in the subdivision and for transfer to "B & L Industrial Acres Property Owners Association, Inc.", all in accordance with the "Protective Covenants" covering the subdivided land and recorded in Natrona County records in Book 274 on Page 11 and recorded in Natrona County records in Book 274 on Page 11, 1977.

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The road so designated is not dedicated by the undersigned owners for use by the general public but is rather dedicated to the common use and enjoyment of the owners of the lots in B & L Industrial Acres and such other persons as provided in the Declaration referred to above. Said Declaration is by this reference herein incorporated and made a part of this plat as if set forth at length.

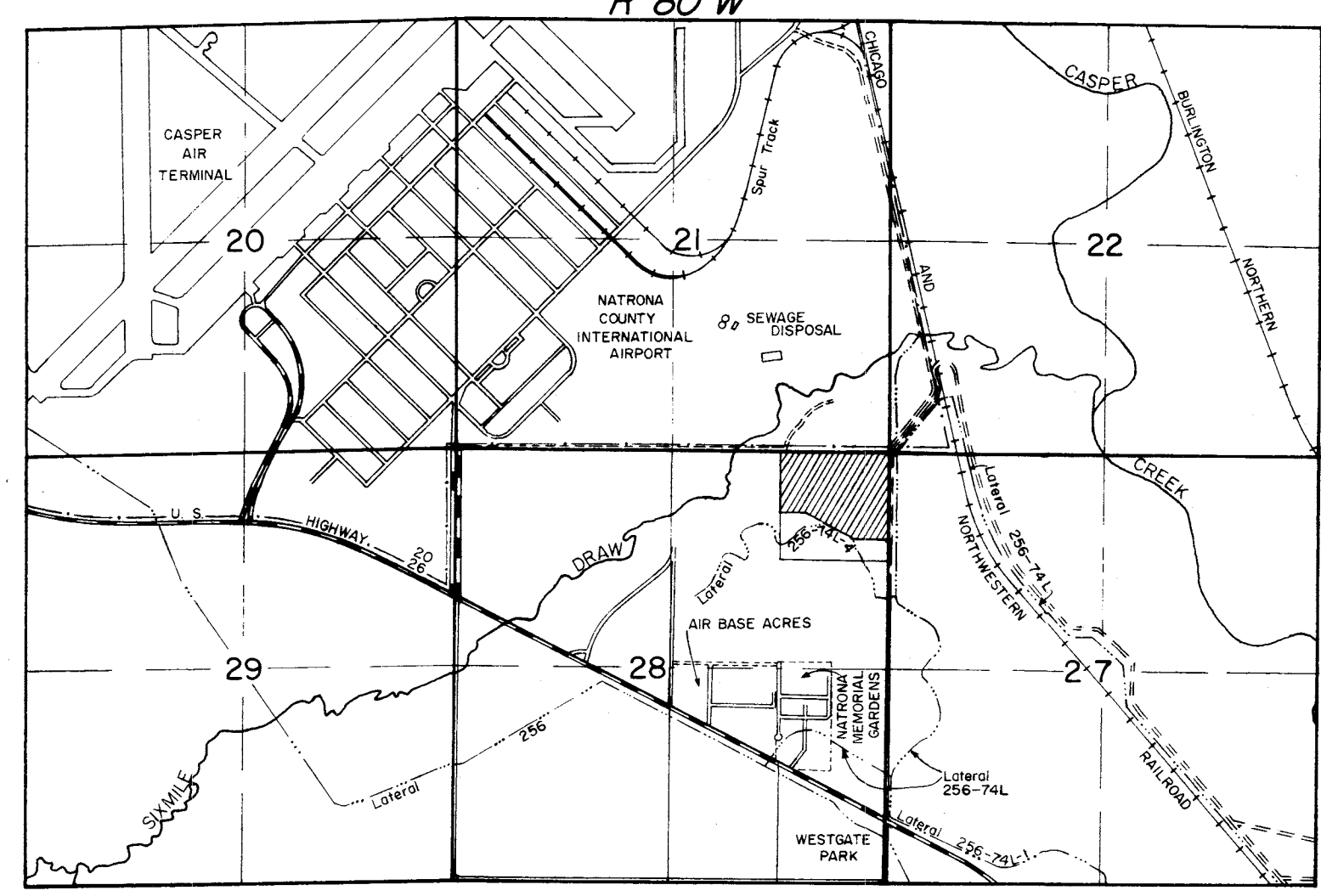
The undersigned owners and proprietors of said foregoing subdivision and the lands therein contained, waive and relinquish all rights they may have thereto by virtue of the Homestead Exemption Laws of the State of Wyoming.
Dated at Casper, Wyoming, this 16th day of November, 1976.

Tom D. Barnard Violet A. Barnard
Tom D. Barnard, Husband Violet A. Barnard, Wife

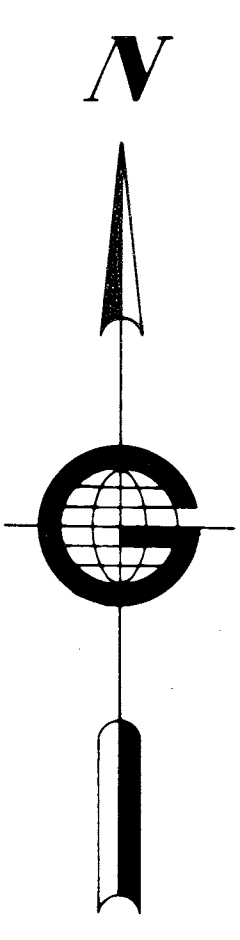
Walter C. Larson Charlene J. Larson
Walter C. Larson, Husband Charlene J. Larson, Wife

STATE OF WYOMING)
COUNTY OF NATRONA)
The foregoing instrument was acknowledged before me by Tom D. Barnard, Violet A. Barnard, Walter C. Larson, and Charlene J. Larson, this 16th day of November, 1976.

Witness my hand and official seal.
My commission expires: September 27, 1980
Nancy A. Ryan
Notary Public



VICINITY MAP
SCALE: 1"=2000'



PLAT & SURVEY BY
GLOBAL ENGINEERING & LAND SURVEYING, INC.

Number 2 English Drive
161 South Coche
Casper, Wyoming
Jackson, Wyoming
Job No. - 476C-2807

LEGEND AND GENERAL NOTES

- 5/8-inch Rebar with Aluminum Cap appropriately marked.
- > Radius points of curves.
- Sewer systems shall be private septic tanks for each individual lot.
- Obtaining domestic water shall be the responsibility of the owner of each lot.
- There will be no public roadway maintenance. Maintenance shall be the responsibility of "B & L Industrial Acres Property Owners Association, Inc."

CERTIFICATE OF SURVEYOR

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STATE OF WYOMING)
COUNTY OF NATRONA)

I, C. L. Dowdell, of Casper, Wyoming, do hereby certify that this plat was prepared from notes taken during an actual survey made under my direction during the months of April, July, and August, 1976, and that such plat correctly represents said surveys and the foregoing "B & L INDUSTRIAL ACRES", a subdivision in Natrona County, Wyoming; that all boundaries, lots, and roadway are or shall be well and accurately marked and identified; all dimensions are expressed in feet and decimals thereof and courses referred to the true meridian, that the accuracy of said survey for the exterior boundary of the NE 1/4 NE 1/4 Section 28 was 1:36716 before adjustment using the Crandall Method of Adjustment; all being true and correct to the best of my knowledge and belief.

Wyoming Registration No. 522 Land Surveyor.

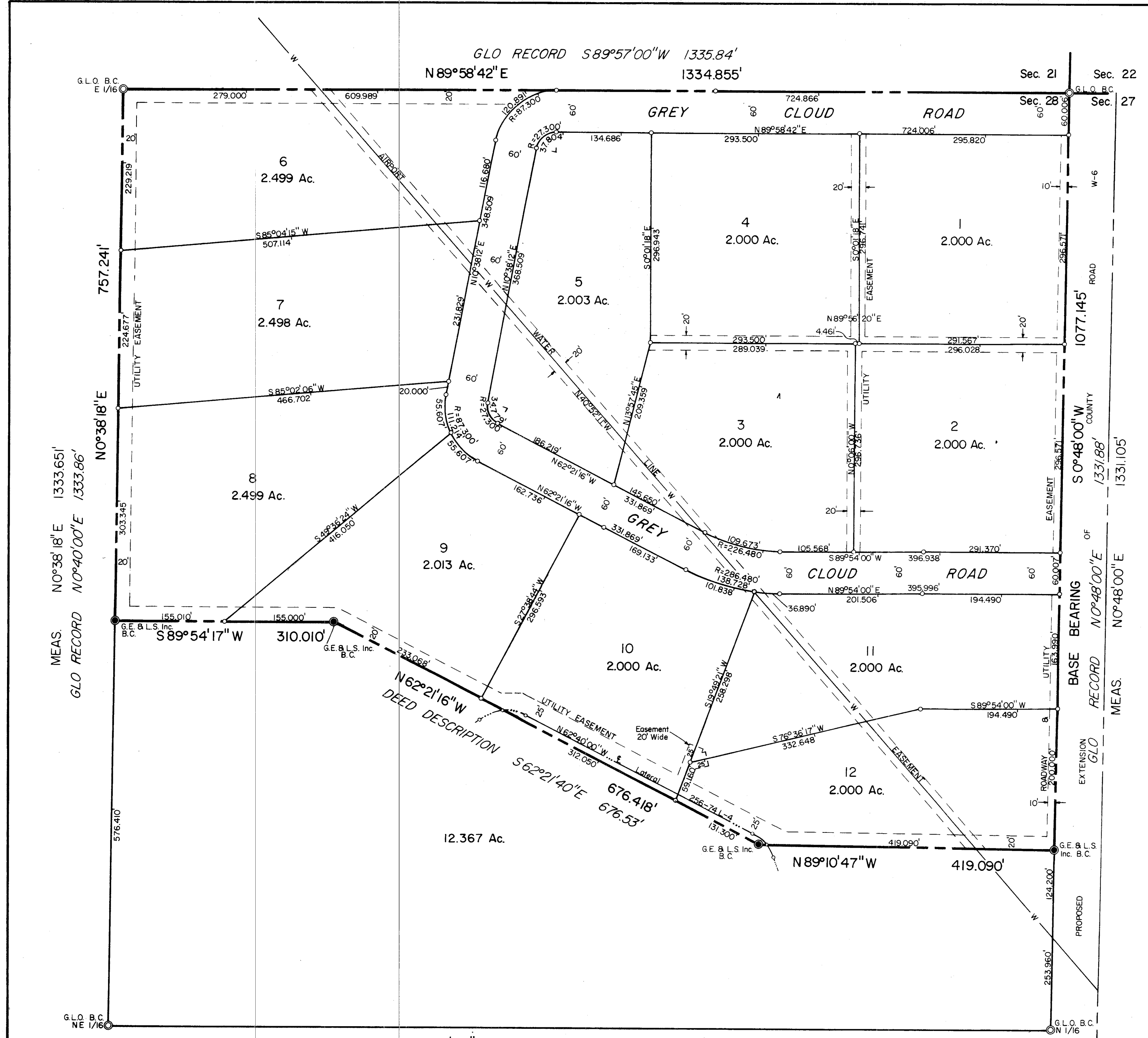
C. L. Dowdell
C. L. Dowdell, Surveyor

The foregoing instrument was acknowledged before me by C. L. Dowdell, this 16th day of November, 1976.

Witness my hand and official seal.

My commission expires: September 27, 1980

Nancy A. Ryan
Notary Public



S89°52'00"W 1331.132'
GLO RECORD S89°52'00"W 1332.54'

APPROVALS

Approved by the board of County Commissioners of Natrona County, Wyoming, by Resolution duly passed on the 1st day of March, 1977.

ATTEST: John P. Bunker
COUNTY CLERK CHAIRMAN OF THE BOARD

Inspected and approved on the 9th day of February, 1977. H. L. Worthington
COUNTY SURVEYOR

Inspected and approved on the 24th day of Jan., 1977. John Anderson
COUNTY HEALTH OFFICER

Inspected and approved on the 17th day of March, 1977. L. Charles Davis
COUNTY PLANNER

Filed for record in the office of the County Clerk of Natrona County, Wyoming, on this 17th day of March, 1977.
[Signature]
COUNTY CLERK

Casper's Council of People with Disabilities (CCPD) - AGENDA

Thursday, February 25, 2021 at 11:30 AM

Participation via Microsoft Teams ONLY due to COVID-19 Precautions

1. Roll call & introduction of guests
2. Review of the previous month's minutes & approval of minutes – January 28, 2021 Meeting Minutes
3. City Council Representative to address any City of Casper business that may affect or be of interest to the CCPD.
4. Question & Answer (Q&A) with the City Council Representative.
5. Old Business:
 - Discuss updates from Committees since the previous CCPD meeting to address established priorities as listed below:
 - QOL Committee – Zulima Lopez, Chairperson
 - Update on Transportation Priorities
 - Public Relations (PR) Committee – John Wall, Chairperson
 - Updates on CCPD Facebook page
 - Events Committee – Nikki Green, Chairperson
 - Update regarding Music Unites Casper celebration of Disability Awareness Month in March.
 - Fundraising Committee – Linda Jones, Chairperson
 - Update on calendar fundraising project
6. New Business:
 - Financial Report – Presented by the Treasurer
 - Any other new business or public comment
7. The next scheduled meeting is Thursday, March 25, 2021 at 11:30 AM.

From: Kim Coleman <kcoleman@casperwyoming.org>
Sent: Thursday, February 18, 2021 8:39 AM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Subject: Wyoming Legislators Luncheon

Be sure to mark your calendars for April 21st from 11:30 - 1:00 at the Ramkota! Hear directly from Wyoming's Legislators and engage them in a question and answer session about the activities that took place during this year's session!

[RSVP TODAY!](#)



704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

February 12, 2021

Mayor Steve Freel
200 N. David Street
Casper, WY 82601

Dear Mayor Freel,

As you may be aware, the Town of Mills was established in 1921 as a sand and gravel community in support of the oil fields and refineries in the nearby towns of Casper and Midwest. During the late 1800's and early 1900's, workers hauled string teams—teams of 12 to 18 horses or mules pulling a train, or string, of several wagons holding tanks of oil to and from the Salt Creek Oil Field, beginning 20 miles north of Mills. The refining of oil required vast quantities of water only available locally at the North Platte River. As the refining expanded, there was a need for sand and gravel to use in construction of the tank farms and roadways. The Mills Construction Company, located in Mills, had the major contract to supply sand and gravel to the refinery for this construction. As Mills grew in population, over 500 residents decided there was a need for local government and thus formed present day Mills, WY; now inhabited with over 4,000 residents, classifying the municipality as a Wyoming First Class City, and housing a multitude of diverse businesses.

On **Saturday June 12, 2021**, we will be celebrating our Centennial anniversary and would like to cordially invite you to join us for the celebration on the **Mills Riverfront Property across from Town Hall at 704 Fourth St. Mills, WY** anytime between **Noon and 10PM**. There will be a parade beginning approximately at 10AM with riverfront festivities throughout the afternoon and a fireworks show at 10PM.

Please feel free to reach out to us with any questions.

Sincerely,

Seth Coleman
Mayor, Town of Mills

Sabrina Kemper
Community Development Director