

INFORMATION PACKET
Friday, August 5, 2022



TABLE OF CONTENTS

CITY OF CASPER DOCUMENTS & INFORMATION

The Grid - Schedule of Council Meetings & Addendum2
FY23 Sales Tax Chart August 10

AGENCIES, BOARDS AND COMMITTEES DOCUMENTS & INFORMATION

Casper Finance Committee minutes 07.28.22 11
Civil Service Commission agenda 08.03.22 13

INVITATIONS, NEWSLETTERS & OTHER INFORMATION

Charter Communications Channel Changes 08.02.22 14
Invitation Boys & Girls Clubs Recognition Breakfast 09.14.22 15

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

The Grid
A working draft of Council Meeting Agendas

August 9, 2022 Councilmembers Absent: Knell (Teams)

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
Bird Scooters Update	Information Only	4:35	20 min
FY23 Budget Amendment #1	Move Forward for Approval	4:55	20 min
Emergency Response Vehicle	Direction Requested	5:15	20 min
Hogadon Subsidy	Direction Requested	5:35	30 min
Outdoor Recreation Grants	Direction Requested	6:05	20 min
Cordico Wellness App	Information Only	6:25	10 min
Agenda Review		6:35	20 min
Legislative Review		6:55	20 min
Council Around the Table		7:15	20 min
Approximate Ending Time:			7:35

August 16, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: State of Wyoming Allocation of Sales Tax					
Pre-Meeting: Amendment					
Approval of 7/26 Special Meeting Minutes					C
Approval of 7/26 Executive Session Minutes					C
Approval of 8/2 Minutes					C
Approval of 8/2 Executive Session Minutes					C
Est Public Hearing: Correcting a Scrivener's Error in the Legal Description of Ordinance No. 34-19 Pertaining to the Mistaken Inclusion, Via Annexation, of the West Half of Lots 26 & 27, South Garden Creek Acres No. 2 Addition in the Casper Municipal Limits.	C				
Est Public Hearing: North Platte River Park No. 2 Subdivision	C				
Public Hearing: Budget Amendment #1		N			
2nd Reading: An Ordinance Amending Sections 17.12.070 and 17.105.010 of the Casper Municipal Code			N		
3rd Reading: Amending Ordinance No. 35-12 an Ordinance Granting a Franchise to WERCS Communications, Inc., D.B.A. Mountain West Telephone, for the Construction and Operation of a Telecommunications Service System			N		
3rd Reading: Ordinance Correcting a Scrivener's Error in the Legal Description of Trails West Estates No. 6 Subdivision			N		
Approving a Professional Services Contract with Bar-D Signs to Replace the Electronic Digital Monument Sign for the Casper Recreation Complex.				C	

The Grid
A working draft of Council Meeting Agendas

August 16, 2022 (continued) Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing the Fiscal Year 2023 Contract with the State of Wyoming Office of the Attorney General, Division of Victim Services.				C	
Authorizing a Contract for Professional Services with Engineering Economics, Inc., for Commissioning Services Regarding the Renovation of 123 W. First Street, Casper, Wyoming.				C	

August 23, 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
Indoor Sports Complex	Direction Requested	4:35	30 min
Advance Casper	Information Only		30 min
City Facility Fiber	Direction Requested	5:25	30 min
Metro Funding Priorities	Direction Requested	6:45	40 min
Discrimination Ordinance & Safe Space Program	Move Forward for Approval		60 min
Agenda Review		7:35	20 min
Legislative Review		7:55	20 min
Council Around the Table		8:15	20 min
Approximate Ending Time:			8:35

September 6, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting Windhenge Follow-up					
Pre-Meeting Employee					
Approval of 8/16 Minutes					C
Bright Spot: Hunger Action Month					
Public Hearing: Correcting a Scrivener's Error in the Legal Description of Ordinance No. 34-19 Pertaining to the Mistaken Inclusion, Via Annexation, of the West Half of Lots 26 & 27, South Garden Creek Acres No. 2 Addition in the Casper Municipal Limits.		N			
Public Hearing: North Platte River Park No. 2 Subdivision		N			

The Grid
A working draft of Council Meeting Agendas

September 6, 2022 (continued) Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
3rd Reading: An Ordinance Amending Sections 17.12.070 and 17.105.010 of the Casper Municipal Code			N		
A resolution authorizing a Professional Services Contract for transit services with Natrona County for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Evansville, a Wyoming municipality, for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Bar Nunn, a Wyoming municipality, for Fiscal Year 2023.				C	

September 13, 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
Fort Caspar Subsidy	Direction Requested	4:35	45 min
Credit Card Fees	Move Forward for Approval	5:15	30 min
Station #1 Design	Direction Requested	5:45	60 min
Shipping Container Ordinance	Direction Requested	6:45	30 min
Demolition Safety Barriers	Direction Requested	7:15	30 min
Agenda Review		7:45	20 min
Legislative Review		8:05	20 min
Council Around the Table		8:35	20 min
Approximate Ending Time:			8:55

September 20, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 9/6 Minutes					C
2nd Reading: Correcting a Scrivener's Error in the Legal Description of Ordinance No. 34-19 Pertaining to the Mistaken Inclusion, Via Annexation, of the West Half of Lots 26 & 27, South Garden Creek Acres No. 2 Addition in the Casper Municipal Limits.			N		
2nd Reading: North Platte River Park No. 2 Subdivision			N		
Lease for Indoor Sports Complex				C	
Reappointment for Investment Committee					C

The Grid
A working draft of Council Meeting Agendas

September 27, 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
Ice Arena Subsidy	Direction Requested	4:35	30 min
SRO Program & Contract	Direction Requested	5:05	30 min
Agenda Review		5:35	20 min
Legislative Review		5:55	20 min
Council Around the Table		6:15	20 min
Approximate Ending Time:			6:35

October 4, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 9/20 Minutes					C
3rd Reading: Correcting a Scrivener's Error in the Legal Description of Ordinance No. 34-19 Pertaining to the Mistaken Inclusion, Via Annexation, of the West Half of Lots 26 & 27, South Garden Creek Acres No. 2 Addition in the Casper Municipal Limits.			N		
3rd Reading: North Platte River Park No. 2 Subdivision			N		

October 11, 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
Aquatics Subsidy	Direction Requested	4:35	30 min
Contractor License Category Updates	Direction Requested	5:05	30 min
Agenda Review		5:35	20 min
Legislative Review		5:55	20 min
Council Around the Table		6:15	20 min
Approximate Ending Time:			6:35

October 18, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 10/4 Minutes					C

The Grid
A working draft of Council Meeting Agendas

October 25, 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
Golf Subsidy	Direction Requested	4:35	30 min
		5:05	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

November 1, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 10/18 Minutes					C

November 8, 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
Recreation/Sports Subsidy	Direction Requested	4:35	30 min
		5:05	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

November 15, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 11/1 Minutes					C

The Grid
A working draft of Council Meeting Agendas

November 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
		4:35	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

December 6, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 11/15 Minutes					C

December 13, 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
Ford Wyoming Center Subsidy (tentative)	Direction Requested	4:35	30 min
		5:05	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

December 20, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 12/6 Minutes					C

The Grid
A working draft of Council Meeting Agendas

December 27, 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
		4:35	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Safe Place Program Implementation & Resolution			
Non-discrimination Ordinance			
Code Enforcement - Municipal Code?			
Lifejacket Update			Summer
Drug Court Update			After August 23
One-Way to Two-Way Conversion Follow-up			End of Summer
Class and Compensation Study Follow-up			
Parking Garage Lease			Summer 2024
Meeting Room History			
Detox Funding Discussion			
LGBTQ Advisory Committee Update			
Ice Expansion Follow-up			

Staff Items:

Unsafe Structure Ordinance Follow-up			
City Inspectors Authority/Oversight of Licensed Contractors			
Recreation Refunds			
Sign Code Revision			
Council Goals Status Update			
Sponsorships and Naming Rights			
Police Alarms			
Speed Limit Ordinance Review			
Part 2 Ford Wyoming Center			
Fire Station 1 Design			
One Cent Community Projects			

Potential Topics-- Council Thumbs to be Added:

--	--	--	--

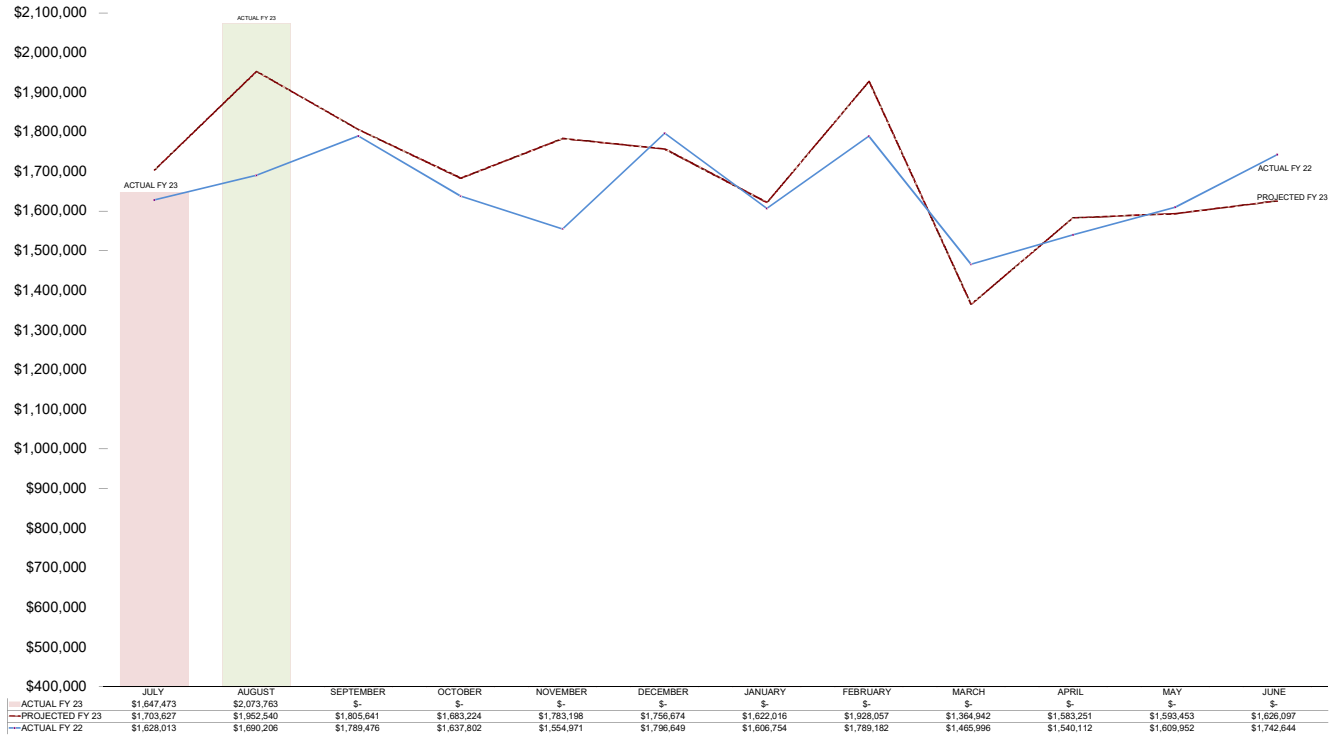
Future Regular Council Meeting Items:

Authorizing the Appointment of One New Member, Kate Maxwell, to Fill an Open Position and the Reappointment of an Existing Member, Errol Miller, to the Central Wyoming Senior Services Board.			
Resolution on Service Fees Police Response to Alarms			
Changes to the City of Casper Municipal Ordinances, Chapter 8.08, Private Intrusion Alarms.			

Retreat Items:

Economic Development and City Building Strategy

Sales Tax FY 2023 Versus Projection and Prior Year



	ACTUAL FY 22	PROJECTED FY 23	ACTUAL FY 23
YTD TOTAL	\$ 3,318,219	\$ 3,656,168	\$ 3,721,236
YTD VARIANCE			\$ 65,069
			% Difference
CHANGE FROM FY23 PROJECTED TO FY23 ACTUAL-SAME MONTH			6.21%
CHANGE FROM FY23 PROJECTED TO FY23 ACTUAL-YEAR TO DATE			1.78%
CHANGE FROM FY22 ACTUAL TO FY23 ACTUAL-SAME MONTH			22.89%
CHANGE FROM FY22 ACTUAL TO FY23 ACTUAL-YEAR TO DATE			12.15%
			In Dollars
			\$121,223
			\$65,069
			\$383,557
			\$403,017

CASPER FINANCE COMMITTEE
MINUTES OF THE REGULAR MEETING
JULY 28, 2022

In Attendance: Bill Thompson, Brenda Janikowski, Kermit Willie, Steve Cathey, Bruce Knell, and Jai-Ayla Sutherland

Absent: NA

Staff Present: City Manager, Carter Napier
Financial Services Director, Jill Johnson
Grants Specialist, Christa Wiggs

1. Ms. Johnson shared information about Wyoming Constitutional Amendment A that will go before voters this fall. The amendment would allow local governments to invest in equity investments. Should the amendment pass, the City is anticipating the equity account to be structured similar to WyoStar and be a state managed pooled account which would 100% equity investments. The Committee discussed the risks and benefits of adding equity investments to the City's portfolio. Ms. Johnson also noted that the Wyoming Association of Municipal Clerks and Treasurers provided talking points to help educate the public about the proposed amendment.
2. Next Ms. Johnson shared that the new investment advisors (FIB) provided baseline reporting and that the City Attorney is reviewing whether the City can invest in corporate bonds, which was suggested by the new advisors. The Committee considered pros and cons involved with corporate bond investments and if Councilmembers can commit to investments that extend beyond the duration of their term. Because the legalities are already being considered by the City Attorney, Ms. Johnson recommended that the topic be revisited once final direction has been received.

The Investment Advisory Committee members left the meeting.

3. Then Ms. Johnson provided information on new City financial reports and stated that information technology (IT) staff are working to incorporate recent changes recommended by the Executive Team. These reports will provide City staff the tools to better manage their budgets and will allow Council and the public access to review City financial information. The group reviewed some of the fund statements and discussed variables and extenuating circumstances associated with some noticeable anomalies.
4. Ms. Johnson reviewed the structure of the financial reports with citywide information first then fund statements following. Following the cityside information, a summary of cash, investments, other monetary assets and working capital shows money which is available to provide funding for budgeted cityside projects. The group discussed how specific cash flow issues are being handled. Each fund will have a balance sheet and a profit/loss chart as well as graphical representations of year to date and monthly summaries. City Manager Napier excused himself from the meeting. Ms. Johnson provided a quick overview of additional reports including a sales tax comparison, capital projects, utility balance sheet, and utility revenue and expenditures. She

also stated that reports will be available on the 20th of each month following the close of the calendar month on the City's website with variance information provided in the InfoPacket. The reports can be customized per Council's request. The Committee briefly discussed the sales tax chart.

5. The final item discussed was credit card fees. The City currently absorbs roughly \$151,000 of credit card fees each year. The group considered whether it would be appropriate to charge these costs to the citizens who use these services. The Committee supported bringing the topic forward for discussion at a work session.
6. Ms. Johnson asked if the Committee would like her to present Finance Committee meeting summaries to Council, or if Council representatives would like to do so. The Committee indicated that they would present the information. The Committee also requested that information regarding Constitutional Amendment A and changing credit card fees to be paid by the customer be presented at a work session.

Meeting ended at 3:37 pm.

DATE: AUGUST 3, 2022
TO: CIVIL SERVICE COMMISSION
FROM: HEIDI ROOD, HUMAN RESOURCES TECHNICIAN
SUBJECT: CIVIL SERVICE COMMISSION MEETING

**CIVIL SERVICE COMMISSION MEETING
WEDNESDAY, AUGUST 3, 2022**

1:00 P.M.

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

AGENDA

1. Approval of July 5, 2022, Meeting Minutes
2. Certify Entry-Level Police Officer List
3. Other Business
4. Set Next Meeting Date(s)
September 7th – Rules and Regulations

From: Lee, John L <John.L.Lee@charter.com>
Sent: Tuesday, August 2, 2022 10:10 AM
To: Lee, John L <John.L.Lee@charter.com>
Subject: Charter Programming Update

Hello.

Charter Communications/Spectrum is making changes to our residential channel lineup for customers in your community.

PROGRAMMING	CHANGE
TVG & TVG 2	Rebrand. Services will change their names TVG will become FanDuel TV & TVG2 will become FanDuel TV Racing)
GAC Family	Rebrand to Great American Family

To view a current Spectrum channel lineup visit www.spectrum.com/channels.

Please contact me should you have any questions.

Sincerely,
John Lee



John Lee | Senior Manager, Government Affairs
6399 S. Fiddler's Green Circle 2nd Floor | Greenwood Village, Colorado 80111
O: 720 482-6086
C: 303 949-6671
E: John.L.Lee@Charter.com

WE CAN'T WAIT TO SEE YOU!

**MISSION
UNSTOPPABLE**



**BOYS & GIRLS CLUBS
OF CENTRAL WYOMING**

Dear Friend of the Club,

Thank you for reserving your seat at the 24th Annual Awards & Recognition Breakfast at the Ford Wyoming Center on Wednesday, September 14. Enclosed are your tickets for the breakfast. These serve as an event reminder and do not need to be presented at the door to enter.

A few things to keep in mind:

- Doors open at 6:15 a.m.
- Breakfast is served at 6:30 a.m.
- Program begins at 7 a.m.

We can't wait to see you and celebrate the unstoppable mission of the Boys & Girls Clubs of Central Wyoming!

For the kids,

Ashley Bright, CEO, Boys & Girls Clubs of Central Wyoming

