

INFORMATION PACKET

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Friday, September 24, 2021



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

September 28, 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
Film Commission/Event Policy	Direction Requested	10 min	4:35
In-kind Support - Christmas Parade	Direction Requested	10 min	4:45
Employee Voluntary Vaccine Incentive Program	Direction Requested	45 min	4:55
Ford Wyoming Center's Freight Elevator	Direction Requested	20 min	5:40
Potential for Surplus Specific Purpose Tax Revenue	Move Forward for Approval	20 min	6:00
Agenda Review		20 min	6:20
Legislative Review		20 min	6:40
Council Around the Table		10 min	7:00
Approximate Ending Time:			7:10

October 5, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Update on Retail Liquor License No. 5 (tentative)					
Pre-Meeting: Recommendations from FTA 2021 Triennial Review					
Pre-Meeting: Curb & Gutter Discussion					
Approval of September 21 Executive Session Minutes					
Bright Spot - Fire Prevention Week					
Public Hearing - Consideration of the Transfer of Retail Liquor License No. 21 From Modern Electric Company d/b/a Wyoming Bootlegger Liquor, Located at 100 North Ash Street, to Wyoming Downs OTB 12, LLC, d/b/a Wyoming Downs OTB 12, Located at 1121 Wilkins Circle.		N			C
Vacation and Replat of Lots 2-18, Block 21; Lots 2-8, Block 23; Trails West Estates; and Lot 8, Block 4; and Lot 9, Block 5 Prairie Park Estates to Create the Trails West Estates No. 6 Subdivision. 2nd reading			N		
Annexation of Tract 31, Dowler No. 3 Subdivision; and Establishing Zoning of said Tract as M-1 (Limited Industrial). 2nd reading			N		
Zone Change of the Property Located at 129 North Elk Street (former Willard School – Lots -12, Block 97, Butler's Addition), from Zoning Classification ED (Educational District) to C-2 (General Business). 2nd reading			N		
Updating and Amending Chapter 13.03 – Utility Billing and Collection (Landlord Utility Agreement). 2nd reading			N		
Authorizing the Continuation of the Downtown Development Authority (DDA) Mill Levy within the Established DDA Boundaries, Contingent on the Approval of Qualified DDA Members.				C	
Authorizing the Release of an LAD Lien and Execution of Lien and Notice of Satisfaction of Agreement and Promissory Note.				C	

October 5, 2021 (continued) Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Commit Surplus Specific Purpose Tax Revenue				C	
Authorizing a Professional Services Contract with Chapman, Valdez and Lansing for the Provision of Court Appointed Attorney Services for the Casper Municipal Court.				C	
Authorizing an Agreement with Denali Water Solutions, LLC, in the Amount of \$79,600, for the Wastewater Treatment Plant Digester #2 Cleaning, Project No. 21-041.				C	
Approving the Purchase of One (1) Unmanned Aircraft from Advexure Unmanned Systems, in the Total Amount of \$26,890.70.				C	
Acknowledging the Receipt of Financial Disclosure Information from Incoming Councilmember Quest and Financial Services Director Johnson.					C
Rejecting All Bids Received for the Fire Department SCBA Replacement Project.					C
Executive Session - On-going Litigation and Land Acquisition					

October 12, 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
Casper's Council for People with Disabilities Update	Information Only	20 min	4:35
Bus Stop Safety/Shoveling - Public Awareness	Direction Requested	20 min	4:55
			5:15
Ribbon Cutting - Goodstein Parking Lot			7:00
Agenda Review		20 min	
Legislative Review		20 min	
Council Around the Table		10 min	
Approximate Ending Time:			

October 19, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Vacation and Replat of Lots 2-18, Block 21; Lots 2-8, Block 23; Trails West Estates; and Lot 8, Block 4; and Lot 9, Block 5 Prairie Park Estates to Create the Trails West Estates No. 6 Subdivision. 3rd reading			N		
Annexation of Tract 31, Dowler No. 3 Subdivision; and Establishing Zoning of said Tract as M-1 (Limited Industrial). 3rd reading			N		
Zone Change of the Property Located at 129 North Elk Street (former Willard School – Lots -12, Block 97, Butler’s Addition), from Zoning Classification ED (Educational District) to C-2 (General Business). 3rd reading			N		
Executive Session - Personnel					

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Strategic Plan			2021
Formation of Additional Advisory Committees			
Mike Lansing Field Update			November work session
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Parkway Parking			After FY22
Hate Crimes Ordinance			
Safe Place Program Implementation & Resolution			

Staff Items:

Preseason Snowfighting Briefing	Oct. 26		
Sign Code Revision			
Blood Borne Pathogens			
Council Goals Update & Tracking Demo	Nov. 9		
Street Projects Priority List	Dec. 14		
Infrastructure Funding Public Outreach Plan	Dec. 14		

Potential Topics-- Council Thumbs to be Added:

Resolution for Removal of Majestic Trees?			
Restructure of Community Promotions			
Handheld Device Use While Driving?			
Parks Watering Data			Fall of 2021
Drug Court Update/Report			

Future Regular Council Meeting Items:

Public Hearing: Certification of Annexation Compliance to Determine if the Annexation of Tract 31, Dowler No. 3 Subdivision Complies with W.S. § 15-1-402.			Nov. 2
Bright Spot - Veterans' Graves Adoption Project			Nov. 16
Public Hearing Date - Disposition of City-Owned Property Located Near the Southwest Corner of South Beverly Street and East 4th Street.			Dec. 21

Retreat Items:

Economic Development and City Building Strategy

ATTENTION!!!

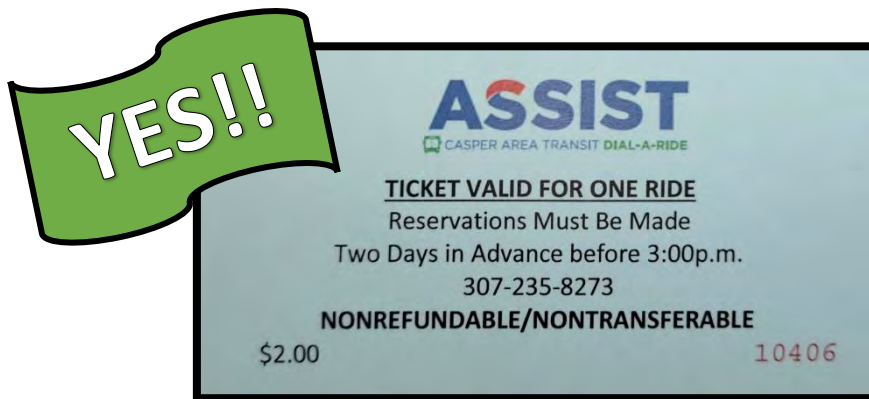
After September 30th Casper Area Transit will **NO** longer be accepting CATC Tickets* on Assist, or Link buses.

Tickets are nonrefundable and nontransferable!



**This includes: \$1 CHILD TICKETS, \$2 SENIOR/DISABLE and \$5 GENERAL PUBLIC Tickets*

Casper Area Transit will only accept Tickets with ASSIST on them for Assist and Link Buses.



-New Tickets are available to be purchased at the Casper Area Transit Office on 1715 East 4th Street, Monday-Friday 8AM to 5PM.

Need Help with Tickets or Tokens?

The City of Casper provides tickets and tokens to those in need through the Subsidy Program. To qualify please see the income table below.

FY 2021 Hud Income Limits								
Persons in Family	1	2	3	4	5	6	7	8
Maximum Income	\$45,400	\$51,850	\$58,350	\$64,800	\$70,000	\$75,200	\$80,400	\$85,550

To apply please bring a photo ID and proof of income to the Casper Area Transit Office located at **1715 East 4th Street** in Casper. Acceptable proof of income includes, but is not limited to: two months of pay stubs, food stamp card, SSI/SSID statement, or bank statement.

Any questions about subsidy please call 307-235-8214 or 307-235-8261.

Casper Area Transit

1715 East 4th Street, Casper WY 82601

ASSIST: 307-235-8273 LINK: 307-235-8287

<https://casperwy.gov/cms/one.aspx?pageId=86185>

Casper's Council of People with Disabilities (CCPD)

MINUTES from Meeting Held on Thursday, August 26, 2021, at 11:30 AM

Participation via Microsoft Teams Online & In-Person at City Hall, 200 North David St., Casper

Attendees: Voting Members: Austin Berlin, Chairperson; Nikki Green, Vice-Chairperson; Zulima Lopez, Treasurer; Maureen Barnes, Ardell Breed, Linda Jones, Steven McNichols, John Wall, Masha Flynn,

Liaisons, Alternates & Guests: Matt Kowalski, County Liaison; Jeremy Yates, Casper Area MPO; Ray Pacheco, Councilman; Liz Becher, City of Casper

1. Roll Call
2. Minutes from July 22, 2021, Meeting – Nikki Green made a motion to approve the minutes, and John Wall seconded the motion. The CCPD members approved the minutes from the previous meeting.
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:
 - o QOL Committee – Zulima Lopez, Chairperson
 - o Public transportation priorities & projects –
 - Jeremy Yates advised that open comment regarding Edness K Wilkins' Park expansion is available through September 9th.
 - Evansville Trail Study – Out for public comment.
 - Also noted that the Bike/pedestrian feedback is being sought through Mid-September.
 - Robertson Road – Mills will be released for open comment tomorrow
 - The downtown one way to two-way conversions opens for public comment tomorrow.
 - The committee agreed to hold a separate meeting to cover all the MPO studies.
 - Matt and Zulima had a meeting with the Uber rep.
 - Uber reported that they can help us out, but we need to do some groundwork, help market Uber, must do own footwork. Matt reports that he believes it is doable. Zulima agreed and reported key points: Uber have marketing materials they can provide, just won't do it themselves. Sounds like becoming a driver is easier than Lyft in the way vehicle certification is completed and doesn't require a trip to Denver and drivers can use local garages. Matt liked the rep – open, nice, and accommodating and can get help down the road with questions. Matt suggested continuing to follow-up with Uber.

- Zulima gave him homework. Asked some pointed questions. How many in network (currently no drivers in network with accessible vehicles), willing to partner with Uber to provide access to handicap access vehicles. Matt is following up with Uber.
 - John: Anyone find out about mini vans that CATC used to have? Can they be put into use for this endeavor? Liz responded that there are no mini vans. Only standard CATC style and full bus.
 - John: Anyone available to volunteer to assist people use are using public transit to assist people unloading groceries or help with getting to bus/house?
 - Liz: Think would be a lovely idea to have a personal assistant. Drivers do not have that kind of time to assist with that type of assistance. If there was space available, would have to be booked in as a ride, and would not incur a charge.
 - Liz: Looking into extended hours this fall and possible implement the recommendations that were in plan. Most recently at a Senior event last Friday this request came up quite a bit.
- Public Relations (PR) Committee – John Wall, Chairperson
- John has been out. Masha has been filling in. Looked at next calendar John thinks this is a great idea: service animals. Would like to see it done before the end of the year. Talked to transport bus drivers – happy with what has been going on and the way things are working. Passengers are happy with how the transition has been going. Mormon Church – anything they can assist with? That’s why he brought up volunteers with bus.
 - John: Scooters. Is there anything to advise people to look out for busses that are coming? And do training to look out for people who are disabled
 - Masha reports that we have not received a whole lot of pictures for the calendar. She reports that she has a network of people she can reach out to if provided with an idea of what the committee has in mind.
 - Zulima inquired if there is a post on Facebook advertising for photos. Austin confirmed that there is a post. Nikki advised that no photos have been received.
 - Austin spoke to Reach for a Star for photos of horses. Was told that we can pull photos from their Facebook page and ask for permission and are happy to participate.
 - Zulima confirmed that 12 photos are needed. Decision on layout has not been determined.
 - Zulima showed website complete. Advised that request for photos is on website as well. No interest through this traffic lane received. URL: casperdisabilitycouncil.org.
 - Zulima asked for people to review the website and note any concerns. John said he had no problems with it this morning. John suggests that a tab be placed on left-hand side for application to become a member. There is a link to application on Membership page.
 - Masha inquired if wanting only animals from Wyoming. Was told, ideally, animals from Casper, but if we are lacking photos, will take what we can get.
 - John stated that he would like to see a national. Best Police dog of Wyoming – who busted the most people. Zulima said she can get police animal, John said that police dogs are servicing citizens. Masha – not exactly a service animal. Masha will reach out to group she is involved in.

- Events Committee – Nikki Green, Chairperson
 - Hanging out until Christmas Parade planning. Is on the list for invite.
- Fundraising Committee – Linda Jones, Chairperson
 - Linda: Wants to know, some people were going to check into photos. Will start making calls to VA and stuff to get photos because we're going to need photos. States she put photos on Facebook because she couldn't get on website yet. John asked her to put on his Facebook, and he will move them over for her. Zulima will need photos and releases from animal owners that we are allowed to use those pictures. Copies of release is on the website but will send to Linda as well.
 - Linda is looking for Casper turkey's photos. Because they are companions to our town.
 - Has a decision been made on what type of calendar? Not yet. Zulima sent quotes to fundraising committee but hadn't heard which direction to go. John said he is ok, but not sure about the rest of the committee.
 - 3 quotes: collage (like last year), saddle stitch, and traditional flip style. Price difference is significant. All agreed that traditional is too expensive and take that out of the options. Committee needs to decide. Zulima will be sending quotes to entire group to decide on which layout.
 - Linda noted that the price on the calendars is going to have to be quite a bit higher.
 - Nikki: that the earlier the calendars are out, there is potential for public outreach at craft fairs and other events over the holidays.
 - Ray: come to council and pressure the council into buying one. Make sure to get it into a public meeting to gets news out there.
 - Zulima would like to get into a council meeting anyway. Ray: work session? 20–30-minute presentation. Zulima: will try to plan for September or October work sessions, will be advertising for new memberships as well.
 - Ardell: Get them out to disability agencies as well.
 - Linda: will be putting the whole thing together.
 - Put holidays and moons on it. Stated doesn't know events for 2022, parade, rodeos.
 - Add disability day like last year. John and Austin said yes.
 - Deadline for photos: October 15.
 - Linda stated that 2021 August is wrong. Was off a day.

6. New Business:

- Website and Facebook: Linda requested to advertise for Healthy Wyoming, Medicaid Expansion Vigil on September 17.
 - Nikki stated that doesn't think that is a good idea for this information to come from the city. John agreed.
- Masha walking on asphalt out by Tate Pump House. Tried to throw poop bag in trash can, but it was too far and tipped off asphalt and needed EMT service for assistance.
 - Jeremy asked where. Would be good to include. Masha offered to make video of where she was at. Said that would be great.

- Treasurers Report: \$60 deposit from Linda's calendar sales. Since July 1, profit of \$82 in revenue, \$0 expenses. Remaining budget: >\$1800, fund balance >\$1900.
- Membership: Table membership until September?

The meeting adjourned at 12:20 PM. The next meeting is scheduled on September 23, 2021, at 11:30 AM.

Minutes taken by: Nikki Green, Vice Chair

CCPD Treasurer Report - August 2021

CCPD Revenues as of 8/26/2021

Name	Deposit Date	Amount	Cash or Check	Comment
Gerri Daily	7/20/2021	\$ 5.00	cash	Calendar
Maureen Barnes	7/20/2021	\$ 10.00	cash	Calendar and \$5 donation
Anonymous citizen at booth	7/20/2021	\$ 7.00	cash	Calendar and \$2 donation
Linda Jones	7/22/2021	\$ 60.00	Check #1010	Sale of 10 Calendars
Total Revenue		\$ 82.00		

CCPD Expenses as of 8/26/2021

Vendor	Invoice Date	Date Paid	Amount	Check or Card
Total Expenses			\$ -	
FY 22 Budget Rollover			\$ 1,810.69	
Remaining Budget			\$ 1,810.69	
Fund Balance			\$	1,892.69



Jeremiah Volk, Program Coordinator 500 South Wolcott, STE 100 Casper, WY 82601 Phone: 307-235-2000 Fax: 307-235-2015

Advisory Board Meeting Minutes from 09/01/2021.

- The Board was informed that our client numbers are maintaining over the required average that we must keep in order to stay in compliance with the State Grant.
- Drug Court hearings continue to be held in-person either in the Flex Courtroom or in room 5C of the courthouse. Drug Court hearing participants are chosen by if they have a sanction for the week, will receive an incentive, moving supervision levels, and if the staff feels that a specific client should simply check in with the court. We try to average 10 participants per court hearing to assure the ability to Social Distance.
- Drug Court treatment and supervision services continue to be held in-person.
- The Board was informed that the National Association of Drug Court Professionals' (NADCP) National Conference in Washington D.C. went well and those who attended it found it to be very valuable and educational.
 - Next year's NADCP National Conference is in Nashville, Tennessee on July 25, 2022, through July 28, 2022. We have three staff members who are already planning on being in attendance.
 - Birdie Blackdeer
 - Lori Jo Eskew
 - Wendy Crowe

The Natrona County Drug Court will be able to fund two more people to go to the NADCP conference in Nashville next year. At this time, Rebecca Albertson has been asked to go and Craig Silva has expressed interest in attending the conference.

- Jeremiah informed the Board that he would be filing a complaint with the Wyoming Mental Health Professions Licensing Board on a previous therapist at Drug Court. This complaint has been filed as of Friday September 17, 2021. At this point on, Jeremiah cannot discuss the complaint with anyone as the Licensing Board requires confidentiality while they investigate the complaint.
- The Board was informed that Jeremiah did a presentation at Community Action on addiction and Drug Court. This meets one of our requirements of our State Grant. Judge Christensen also stated that he presented for the Wyoming Municipal Court Judges Conference.
- Jeremiah discussed how it could be beneficial to get on one of the City Council's agendas to discuss what Drug Court does for the community.
- The Board continued the discussion on purchasing GPS monitors. The Board suggested purchasing them from BI as opposed to other companies. Jeremiah will continue to pursue this and obtain a cost analysis of the monitors.
- The Board discussed giving Drug Court clients \$100.00 dollars off of their Drug Court fees to incentivize them to get the COVID-19 vaccine. The Board did not object to this idea. This has yet to be implemented as logistics still need to be worked out. Discussion of this has also raised

concern around the staff as this could be seen as Drug Court taking a political stance. As of September 22, 2021, Jeremiah would like to take some more time to consider this issue.

- Having no further business, the meeting was adjourned.

The next Advisory Board Meeting will be on 11/03/2021 at 11:30am.