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# INFORMATION PACKET

Thursday, November 9, 2023



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

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

## The Grid

### Working Draft of Council Meeting Agendas

<b>November 14, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Introduction of New Exec Assistant		4:30	5 min
Meeting Follow-up		4:35	5 min
Code Enforcement Follow-up Part 1 (Assessment of Vehicle Towing Fees)	Direction Requested	4:40	10 min
Transit Bus Pass Program	Direction Requested	4:50	20 min
Leadership Selection and Removal Process	Direction Requested	5:10	60 min
Project Safe (Tentative)	Direction Requested	6:10	40 min
Agenda Review		6:50	20 min
Legislative Review		7:10	20 min
Council Around the Table		7:30	20 min
Approximate Ending Time:			7:50

<b>November 21, 2023 Councilors Absent:</b>					
<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Visit Casper Tournament Information					
Approval of 11/7 Minutes					C
Approval of 11/7 Exec Session Minutes					C
Bright Spot: Casper Police Department CALEA Accreditation Award					
Est Public Hearing: LAD 160 Chinook Trail Filing	C				
Public Hearing: Ordinance Approving a Zone Change of 350 and 410 SE Wyoming Blvd, from PUD to C-2		N			
Public Hearing: Board of Examiners & Appeals & Contractor Licensing		N			
Public Hearing: Approving a Plat and Zone Change for the Proposed Lower Brothers Addition Subdivision.		N			
Authorizing a Contract Between the City of Casper and Civil Engineering Professionals, Inc., for the Western Gateway Corridor Enhancement Study: Phase 2.				C	
Leadership Selection				C	
Water and Conservation Grant Application				C	
Parks and Rec Master Plan				C	
System Investment Charge Appeal					N
Executive Session: Personnel & Potential Attorney Client Privilege					

<b>November 28, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Casper Housing Authority Update	Information Only	4:35	20 min
CBC Design	Direction Requested	4:35	60 min
One Cent Process Debrief	Direction Requested	4:55	30 min
Center Street Underpass (Nov 14?)	Direction Requested	5:25	45 min
Ford Wyo Center Part 2	Direction Requested	6:10	30 min
Business Incentive Options	Information Only	6:40	30 min
Agenda Review		7:10	20 min
Legislative Review		7:30	20 min
Council Around the Table		7:50	20 min
Approximate Ending Time:			8:10

<b>December 5, 2023 Councilors Absent:</b>			

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Pre-Meeting: Judge's Quarterly Report					
Approval of 11/21 Minutes					C
Approval of 11/21 Executive Session Minutes					C
Public Hearing: LAD 160 Chinook Trail Filing		N			
2nd Reading: Ordinance Approving a Zone Change of 350 and 410 SE Wyoming Blvd, from PUD to C-2			N		
2nd Reading: Board of Examiners & Appeals & Contractor Licensing			N		
2nd Reading: Approving a Plat and Zone Change for the Proposed Lower Brothers Addition Subdivision.			N		
Executive Session: Personnel					

<b>December 12, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Begin Time</b>	<b>Allotted Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Utility Rate Model Review	Direction Requested	4:35	60 min
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

<b>December 19, 2023 Councilors Absent:</b>					
<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Approval of 12/5 Minutes					C
Approval of 12/5 Exec Session Minutes					C
2nd Reading: LAD 160 Chinook Trail Filing			N		
3rd Reading: Ordinance Approving a Zone Change of 350 and 410 SE Wyoming Blvd, from PUD to C-2			N		
3rd Reading: Board of Examiners & Appeals & Contractor Licensing			N		
3rd Reading: Approving a Plat and Zone Change for the Proposed Lower Brothers Addition Subdivision.			N		

<b>December 26, 2023 Councilors Absent:</b>			
<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Begin Time</b>	<b>Allotted Time</b>
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			
Livability/Marketing Follow-up			
Special Event Permitting Process			
Funding for Sidewalk Repairs/Homeowner Responsibilities			
Naming City Garbage Trucks			
Judge's Quarterly Update	3/5/24 6/4/24	15 minutes	Rekurs Quarterly
Leadership Straw Poll			December
Liquor Establishment Incentive Program			
Liquor Overserving Legislation			

### Staff Items:

Fire Station 1			
Downtown Parking Kiosks			November
Code Enforcement Follow-up Part 2 (Time Frame for Addressing Violations)			
Code Enforcement Follow-up Part 3 (Assessment of Administrative Fees)			
Code Enforcement Follow-up (Abatement Responsibility for Sidewalk and Street Vegetation Obstructions)			
Code Enforcement Follow-up (Funding Source for Condemnations, Dangerous Buildings, and Demolitions)			
Dangerous Building Processes			April
Audit Presentation to Finance Committee	January 23, 2024		
Capital Budget Review	March 12, 2024		
Tentative Budget to Council	May 7, 2024		
Budget Review Sessions	5/20/24 & 5/22/24		
Summary Proposed Budget to Council	June 4, 2024		

### Potential Topics-- Council Thumbs to be Added:

City Facility Retention & Subsidization			
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### Future Regular Council Meeting Items:

Establish Public Hearing: FY25 Budget	6/4/2024		
Public Hearing: FY25 Budget Adoption	6/18/2024		
Urban Forestry Grant			
Utility Ordinance			

### Retreat Items:

Economic Development and City Building Strategy			
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# NOVEMBER 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>29</b> Trick or Treat Trail 2:00pm-7:00pm	<b>30</b>	<b>31</b>	<b>1</b> Load-in Volleyball	<b>2</b> WHSAA State High School Volleyball 12:00 pm - 9:00 pm	<b>3</b> WHSAA State High School Volleyball 12:00 pm - 8:00 pm	<b>4</b> WHSAA State High School Volleyball 8:00 am - 8:00 pm
<b>5</b>	<b>6</b>	<b>7</b> Styx 7:00 pm- 10:00 pm	<b>8</b>	<b>9</b> Load-In Craft Fair 8am-5pm	<b>10</b> Casper Rec Foundation Craft Fair 3:00 pm- 8:00 pm	<b>11</b> Casper Rec Foundation Craft Fair 9:00 am- 4:00 pm
<b>12</b> Charlie Brown Christmas 6:00 pm - 10:00 pm	<b>13</b>	<b>14</b>	<b>15</b> TIPS training 6:00 pm- 9:00 pm	<b>16</b>	<b>17</b> FFA Closing Ceremony 5:30 pm- 11:00 pm	<b>18</b> Pentatonix 6:00 pm- 9:30 pm
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> Offices Closed at 12pm	<b>23</b> Offices Closed	<b>24</b> Offices Closed	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b> Thanksgiving Day	<b>1</b> OVG Holiday	<b>2</b> WY First® Lego® League Robotics
					<b>1</b> WY First® Lego® League Robotics	<b>2</b> WY First® Lego® League Robotics

## **CASPER HOMELESS COALITION**

(Recap from October 27, 2023 Stakeholder Meeting; Scribe: Community Development Admin, Barb Santmire)

### **AGENCIES IN ATTENDANCE:**

Central Wyoming Counseling Center

Wyoming Behavioral Institute

Casper Area Chamber

Casper Rotary / Faith Organization Rep

Natrona Collective Health Trust

Community Action Partnership

City Staff: City Manager Carter Napier; City Attorney; Police Chief; Fire-EMS Chief; Muni Court; City Council members Councilor Bond and Councilor Gamroth; and Community Development Director Liz Becher.

### **WELCOME AND INTRODUCTIONS:**

City Manager Napier welcomed the group, thanked them for being a part of the Coalition and asked that everyone introduce themselves. Minutes from the previous meeting were reviewed and accepted as presented.

### **DATA COLLECTION UPDATES:**

Data updates were provided by Muni Court, Casper Fire-EMS, Casper Rotary/local Pastor, Central Wyoming Counseling Center, and Wyoming Behavioral Institute.

Although there is a slight reduction in court cases (likely seasonal due to lower temperatures), all other reports continue to reflect slight increases in the number of people seeking services. There also continues to be challenges with “camping” on both public and private property.

The launch of a program called Kind Grounds will be launching November 1<sup>st</sup>. On Monday, Wednesday, and Friday mornings beginning at 7:30 am, the UMC located at 19<sup>th</sup> & Poplar will be offering a free cup of coffee and a free breakfast sandwich or burrito to those in need. This will also provide an opportunity for the church to help individuals with next steps.

The CWCC reported they are working on several initiatives to improve services, including the creation of some transitional housing, more staffing, increased family and partner counseling services, and working to establish/grow partnerships in the community to provide better collective/collaborative support.

### **NEW BUSINESS:**

**Subcommittee Work Group: Ordinances:** Two Ordinances are currently with Council that will help address some of the “camping” issues and give law enforcement additional enforcement ability to address negative impacts.

“An Ordinance Amending Chapter 9.48 of the Casper Municipal Code. (Camping)” and “An Ordinance Amending Section 17.104.170 – Parking and Dwelling Use Restrictions – Permit, of the Casper Municipal Code,” are both scheduled for third reading at the November 7<sup>th</sup> Council meeting.

“An Ordinance Amending Chapter 9.48 of the Casper Municipal Code” adds the following two provisions under Section 9.48.010 – Camping restricted:

C. It is unlawful to camp on private property within the City of Casper, except with the express written permission of the property owner or his agent. Any such camping must be temporary in nature, must not exceed a period of seven (7) consecutive days or a total of fourteen (14) days in a calendar year, and must be in such locations where camping otherwise may be conducted in accordance with other applicable city laws.

D. It is unlawful to camp within one hundred ( 100) feet of a stream or the North Platte River within the City of Casper, except as may be allowed in a properly permitted public campground, or otherwise approved by the appropriate government authority

The companion piece, “An Ordinance Amending Section 17.104.170 – Parking and Dwelling Use Restrictions – Permit, of the Casper Municipal Code,” updates this section of the code to be in alignment with changes to Section 9.48 noted above.

It is already illegal to park/camp on public property or on a public street. The street parking permit does not allow for an individual to live in the parked vehicle.

**Subcommittee Work Group: Transportation:** There is no update at this time other than the Natrona Collective Health Trust has been exploring options and will be reconvening shortly to rekindle discussions.

**Subcommittee Work Group: Creation of Casper Area CoC:**

- Information gathering continues to explore the option of developing a Casper-specific CoC.

**Subcommittee Work Group: Data Collection: :**

- CAP will be in charge of the Point in Time count and is working on ways to gather better data for the community.
- The group received an explanation of the difference between the McKinney-Vento Homeless Assistance Act, which allows for the unstably housed to be counted, and the Hearth Act, used by HUD to define homelessness, which does not include the unstably housed and will allow for fewer people to be counted.

**Next Meeting:** Wednesday, November 29 from 11:30 – 1:00, Location: CWCC. RSVPs requested.

CASPER YOUTH COUNCIL MINUTES  
Chamber of Commerce  
November 5, 2023

1. **ROLL CALL** Casper Youth Council met at 4:37 p.m., Sunday, November 5, 2023  
**Present:** Sara Loghry, Finn McCoul, Anna Koehmstedt, Zoe Johnson, Caitlynn Johnson, new member Massi (with 3 additional family members), Councilor Kyle Gamroth and Advisor Elissa Campbell  
**Absent:** Beau Griffith and Allie Scroggins  
**Guests:** City Attorney Eric Nelson
2. **New Business:**
  - Solar panel project for Ukraine
  - Student interest from NC
3. **City Attorney Nelson**
  - Mr. Nelson provided a brief background as to his education and work experience
  - Mr. Nelson provided insight into the role/function of the City Attorney
  - Discussion regarding Transient/Homeless challenge
    1. Multi-faceted problem
    2. Coalition's work
    3. Civil vs Criminal
    4. Mental/behavioral health issues
    5. Pending ordinance changes (camping i.e.)
  - Discussion regarding litigation processes
  - Discussion regarding education and career path
4. Next CYC meeting will be Sunday, November 19<sup>th</sup> from 4:30-5:30p
  - Our guest will be Chief McPheeters, CPD
5. **Adjourned** 5:39pm

Submitted by ECampbell

