

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
May 18, 2021

1. ROLL CALL

Casper City Council met in regular session at 6:12 p.m., Tuesday, May 18, 2021. Present: Councilmembers Engebretsen, Gamroth, Johnson, Knell, Lutz, Pacheco, Pollock and Mayor Freel. Absent: Councilmember Cathey.

Moved by Councilmember Pollock, seconded by Councilmember Knell, to, by minute action, excuse the absence of Councilmember Cathey. Motion passed.

2. PLEDGE OF ALLEGIANCE

Mayor Freel led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Engebretsen, seconded by Councilmember Lutz, to, by minute action, approve the minutes of the May 4, 2021, regular Council meeting, as published in the Casper-Star Tribune on May 12, 2021. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Lutz, seconded by Councilmember Johnson, to, by minute action, approve the minutes of the May 4, 2021, executive session. Motion passed.

5. BILLS & CLAIMS

Moved by Councilmember Pacheco, seconded by Councilmember Pollock, to, by minute action, approve payment of the May 18, 2021, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 05/18/21		
AMBI	Services	352.98
AirInnvtns	Services	127.50
Airgas	Services	369.89
AllntIns	Services	100.00
Alsco	Services	1,805.10
AM Signal	Services	9,771.00
Amrigs	Goods	9,113.73
AT&T	Services	189.07
AllncElec	Services	34,015.91
AtlasOff	Goods	358.97
AtlasRepro	Goods	2,100.00
AceHrdw	Goods	7.99
BgrnEllngsn	Goods	191.98
BigSkyComm	Services	490.00
BlkHillsEnergy	Utilities	10,997.51
Bloedrn	Goods	53.94

BrntgPcfc	Goods	30,764.80
CMeyers	Goods	63.00
C&Csply	Goods	39.55
CsprFire Ext	Services	284.00
CsprStar	Services	233.28
CsprTire	Services	982.00
CntrlPaint	Services	340.00
CntrlWyRegWtr	Services	328,554.87
Cntrylink	Services	20,862.14
ChildDvpCntr	Services	8,500.00
CAsbe	Services	1,912.49
CtyofCspr	Services	107,930.65
CvlEng	Services	30,072.12
CLH	Services	2,914.95
CMITeco	Goods	6,650.58
Code3	Reimb	1,100.00
CllctnCntr	Services	472.80
CommTec	Services	1,952.00
CnsltdElec	Goods	1,190.00
Cnvrgn	Services	1,123.27
CmptrPro	Services	1,021.40
CrwnConst	Services	20,708.76
DvdsnFxdInc	Invest	3,890.33
DckrAuto	Goods	1,309.16
Dell	Goods	4,422.90
DnnsSup	Goods	5.73
DynmcCntrls	Services	355.32
DynmcSnd	Goods	250.00
E&Ftow	Services	660.00
EChristensen	Reimb	300.00
EnrgyLabs	Services	1,008.00
EnvsnElec	Services	3,447.50
FmrBros	Goods	54.28
FIB	Goods	1,084.87
Galls	Goods	213.69
GlblEquip	Services	409.85
Grngr	Goods	387.19
HaassCnst	Goods	1,576.00
HDREng	Services	19,198.55
Homax	Goods	3,527.00
HP	Goods	4,893.76
HydroOpt	Services	1,312.50
IndScrn	Goods	240.00
ITC	Services	38,653.13
JGrnwd	Goods	115.84

JKegler	Reimb	100.00
JacobsEng	Services	63,927.82
JKCEng	Services	4,158.50
KnfRvr	Services	16,386.55
LngBldTec	Services	2,885.00
LumStd	Services	450.00
MButler	Services	90.00
MKolker	Goods	195.63
MNogle	Reimb	673.77
ManlyBros	Goods	7,815.00
Motn&Flw	Goods	1,468.70
MtnWstPhne	Services	49.95
Napa	Goods	94,727.75
NatareCrp	Services	7,290.24
NCHCrp	Services	525.00
NCSO	Services	71,784.16
Norco	Goods	1,063.12
NWCntrs	Goods	1,431.20
OneCall	Services	1,071.00
OvrhdDoor	Services	1,497.00
PstlProsSW	Services	2,320.95
PrntWrks	Services	152.14
PblcSftyComm	Services	5,555.56
PrfssnlCIng	Services	1,395.00
RadarShp	Services	110.00
RgncyMdwstVntr	Goods	10,720.46
Rexel	Services	1,213.19
Ricoh	Services	825.62
RckyMtnPwr	Utilities	106,813.85
RogueMchn	Services	23,970.00
RootrSwr	Services	2,006.89
SlfHlpCntr	Services	11,027.75
SVanWyck	Reimb	500.00
ShrwnWllms	Goods	251.35
Sgm-Aldrch	Goods	507.65
SkylnRnch	Goods	220.69
StateWyNtry	Dues	30.00
StrlgInfoSys	Services	3,474.92
ThrpCnstng	Reimb	275.00
Thtchr	Goods	9,678.27
33MileRd	Services	111.00
TopOffc	Goods	243.40
TylerTech	Services	7,120.00
Unfrms2Gear	Goods	5,504.83
Vrzn	Services	3,790.30

WrdwlWtr	Goods	29.68
WynColemn	Services	23,750.00
WstlandPrk	Services	2,106.47
WYMdclCntr	Reimb	1,987.07
WYTrmte	Services	900.00
Xerox	Goods	204.22
Total		1,229,420.48

6. COMMUNICATIONS FROM PERSONS PRESENT

No citizens addressed the Council.

7. PUBLIC HEARING - ORDINANCE

Mayor Freel opened the public hearing for the consideration of a zone change for proposed Lot 3, Methodist Church Addition MBA.

City Attorney Henley entered two (2) exhibits: correspondence from Liz Becher to J. Carter Napier, dated May 5, 2021 and an affidavit of publication, as published in the Casper-Star Tribune, dated May 3, 2021. City Manager Napier provided a brief report.

Speaking in support was Keith Tyler, representative for the applicant.

There being no others to speak for or against the issues involving the zone change, the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 14-21
AN ORDINANCE APPROVING A ZONE CHANGE FOR
PROPOSED LOT 3, METHODIST CHURCH ADDITION MBA
(CURRENTLY DESCRIBED AS A PORTION OF LOT 1,
METHODIST CHURCH ADDITION).

Councilmember Gamroth presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Pollock. Councilmember Engebretsen and Mayor Freel abstained. Motion passed.

8. ORDINANCE– THIRD READING AND RESOLUTION

Following resolution read:

RESOLUTION NO. 21-56
A RESOLUTION ADOPTING THE CITY OF CASPER
PARKING MANUAL AND ESTABLISHING APPLICATION
FEES, PERMIT FEES AND FINE SCHEDULES PERTAINING
TO PARKING.

Vice Mayor Pacheco presented the foregoing resolution for adoption. Seconded by Councilmember Johnson. City Manager Napier provided a brief report.

Dennis Steensland, 533 S. Washington, asked about the duration for the pilot parkway parking. Councilmembers discussed the matter and suggested reviewing parkway parking in the future for possible expansion to other areas in the community.

Moved by Councilmember Engebretsen to amend the parking manual to add language creating Neighborhood Overflow Parking Permits in the existing Critical Parking - Schools Parking Permits. Seconded by Councilmember Pollock. Council discussed the matter and had questions about the overflow parking permits, which City Attorney Henley addressed. Motion to amend the parking manual passed. Council then voted on the resolution, motion passed.

Following ordinance read:

ORDINANCE NO. 11-21
AN ORDINANCE AMENDING VARIOUS SECTIONS OF
CHAPTER 10.36 — PARKING, OF THE CASPER MUNICIPAL
CODE.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statutes Sections 15-1-103 (a) (xli) and 15-1-103(a)(v), to adopt ordinances and resolutions necessary to protect the health, safety, and welfare of its citizenry; and,

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the City necessary to the exercise of its corporate powers; and,

WHEREAS, the Casper Municipal Code needs updated and modified from time to time; and,

WHEREAS, the governing body of the City of Casper desires to update and amend the City of Casper Code, Chapter 10.36 Parking, as set out below.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following sections 10.36.010, 10.36.020, 10.36.030, 10.36.040, and 10.36.050 of Chapter 10.36 — Parking, of the Casper Municipal Code, are amended as follows:

10.36.010 - Delegation of Authority.

The city manager, by and through his or her designee, is hereby authorized to, in accordance with appropriate state and federal statutes, rules and regulations, designate and post prohibitions, limitations, regulations and exceptions thereto, regarding parking motor vehicles within the city limits of Casper. The general collection of the City's parking options, prohibitions, limitations, fees, fines and regulations and exceptions thereto are contained in the City of Casper's Parking Manual; the City of Casper Parking Manual, by Resolution No. 21-56, was reviewed, discussed and passed on the same date as the third reading of this Ordinance; it shall be known as the City of Casper Parking Manual and may be amended by resolution of the City of Casper's Governing Body.

(Ord. No. 12-10, § 2, 7-6-2010)

10.36.020 - General prohibitions.

A. In addition to any specific regulations adopted pursuant to the above -granted delegation of authority, and the provisions of the Casper City Code, it shall be unlawful to park a motor vehicle or RV within the city limits of Casper:

1. At any place, time or manner prohibited by the city manager or his or her designee;
2. On a sidewalk;
3. In a parkway, without a properly displayed permit/decal; parking on the parkway is subject to the rules and regulations of the current City of Casper Parking Manual; parkway parking, as

provided in the Manual, may be permitted on 12th Street and 13th Street, between CY Avenue and McKinley Street.

4. In front of a public or private driveway or garage entrance on a street or in an alley;
5. Within an intersection;
6. Within fifteen feet of a fire hydrant;
7. On a crosswalk;
8. Within twenty feet of a crosswalk or an intersection, unless otherwise permitted by the public services director;
9. Within thirty feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;
10. Within twenty feet of the nearest rail of a railroad crossing;
11. Within twenty feet of the driveway entrance to any fire station;
12. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
13. On the roadway side of any vehicle stopped or parked at the edge of the curb of a street (double parked);
14. In any underpass within the city;
15. At any place where official regulatory signs prohibit stopping, standing or parking, except as set forth on and in compliance with said regulatory sign;
16. Adjacent to any portion of an official painted yellow curbline, except where regulated by, and in conformance with, a regulatory sign;
17. In any manner that is not parallel with the edge of the roadway, headed in the direction of lawful traffic movement, and with the curbside wheels of the vehicle more than eighteen inches from the curb or edge of the roadway, except where marked for diagonal parking, where the vehicle must be parked with the outside front wheel of the vehicle within six inches of the curb or edge of the roadway;
18. In a manner that allows less than ten feet of the width of the roadway for free movement of vehicular traffic;
19. In a manner that allows less than fifteen feet of the width of the alley for free movement and unobstructed access to public utilities and refuse containers;
20. Upon any roadway for the principal purpose of displaying such vehicle for sale; or, washing, greasing or repairing such vehicle except repairs necessitated by an emergency;
21. Upon any private property, without permission of the owner of said private property;
22. In a permanent reserved space of any kind, without proper permits and proper display of said permits;
23. In a handicapped parking space without valid and properly displayed handicapped parking permits, tags or license plates;
24. In a marked bus stop;
25. In a publicly owned parking lot in violation of posted limits, restrictions or permit requirements; and
26. Any RV that may be parked on a public street must be parked in front of the owner's or renter's lot or property, parking on a public street in any other location is prohibited.

B. No person shall park any commercial vehicle which is longer than twenty feet in length, or wider than eight feet in width, or any truck tractor, or any semitrailer, upon any street or alley in the city, except in those areas designated as business and in the industrial areas on the zoning district map of the city, except when such commercial vehicles, truck tractors or semitrailers are

in the process of loading or unloading at the site of origin or delivery of shipments. No person shall park any commercial vehicle, truck tractor, or semitrailer of any dimensions, loaded with live animals, or any hazardous material as defined by U.S. Department of Transportation regulations. A commercial vehicle of twenty feet or less in length may only be parked in front of the vehicle owner's property, unless properly parked in front of a job site while the job is in progress.

C. No person shall park any recreational vehicle, as defined in this chapter, on any street within the city for a period in excess of five days in any thirty -day period, unless the individual has complied with provisions outlined in the current City of Casper Parking Manual.

D. No person shall park on certain designated snow route streets during a snow emergency, as set forth in the snow emergency regulations contained within the current City of Casper Parking Manual.,

E. It shall be unlawful for any person to own, store, park or otherwise maintain a motor vehicle upon the public streets, alleys or highways of the city, without first having registered the vehicle, obtained a license therefor and affixed thereto such license plates as are required, in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.

F. At any corner formed by the intersecting streets, it shall be unlawful to park any RV or vehicle within thirty (30) feet of the back of the sidewalk or right of way line in the absence of the sidewalk. (Ord. No. 12-10, § 2, 7-6-2010)

10.36.030 - Recreational Vehicle—Defined.

A. For purposes of this chapter, "recreational vehicle '(RV)' means any of the following:

1. A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, in accordance with ANSI Standards Bulletin No. 119-A;

2. A pickup camper, meaning a structure designed to be mounted on a truck chassis, for use as a temporary dwelling for travel, recreation and vacation;

A motor home, meaning a portable, temporary dwelling, to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle;

4. A camping trailer, meaning a structure mounted on wheels and designed for travel, recreation and vacation use; or

5. A boat or trailer of any type, but not an enclosed commercial trailer less than twenty (20) feet in length; for purposes of this Chapter an enclosed commercial trailer less than twenty (20) feet shall be considered a motor vehicle/vehicle.

(Ord. No. 12-10, § 2, 7-6-2010; Ord. No. 17-19, 7-2-2019)

10.36.040 - Vehicle Removal Authorized When.

A. Whenever any police officer finds a vehicle or RV upon a street or highway or in a restricted parking area in violation of the provisions of this chapter, such officer is authorized to move such vehicle or RV, or require the driver or other person in charge of vehicle to move the same. Should the officer not be able to move the vehicle or RV or find the person in charge of the vehicle or RV, the officer is authorized to have the vehicle towed and impounded.

(Ord. No. 12-10, § 2, 7-6-2010)

10.36.050 - Penalties and Enforcement.

A. Parking in violation of this chapter or the current City of Casper Parking Manual, shall constitute a misdemeanor.

B. Any violation of this chapter which continues for a period of twenty-four hours or more shall constitute a new and separate distinct violation.

C. Conviction of a violation of the terms of the parking permits issued by the City of Casper, shall result in revocation of the permits; the holder of said permits or owner or operator of the motor vehicle or RV which has misused or violated the terms of the permits shall be subject to other penalties or remedies as provided in the Casper City Code or applicable portions of the current City of Casper Parking Manual.

D. It shall constitute notice to every person charged with violating this chapter, if the city manager or his/her designee affixes to or deposits in a motor vehicle, found to be parked in violation of this chapter, a parking ticket indicating thereon that the motor vehicle is parked in violation of this chapter, the street address or location where such violation occurred, the date upon which the same occurred, the license number of such motor vehicle, and notice of time and date the owner of such motor vehicle is to pay the fine or post the bond for the violation, and the bond and fine amount for the violation. The owner of any motor vehicle who fails to appear at the municipal court at the time fixed in any such notice, shall be formally charged, by criminal complaint with violation of this chapter. The original parking citation shall serve as the formal complaint in the matter if served pursuant to Wyoming law. It shall be presumed that the last known address to which the vehicle is registered is a valid address for service of notice under this chapter.

E. In the event that any person receiving any ticket or notice of violation does not desire to appear before the municipal court to answer to such charge, he may post a cash bond in the amount of the fine for the violation with the municipal court. Such bonds shall be forfeited unless such person shall appear before the municipal judge at the time fixed in such notice, and upon forfeiture of such bonds, no further action shall be taken against such violator.

F. The fact that a motor vehicle or RV which is parked in violation of this chapter is registered in the name of a person shall be prima facie evidence that such person was in control of the parked motor vehicle or RV at the time of such parking.

G. 1. In addition to any other penalties or remedies enumerated in this chapter, the city manager or his or her designee may tow, impound and/or immobilize any vehicle or RV that has accumulated three or more unpaid notices of violation that are more than thirty days past due. For handicapped parking violations, the threshold shall be one or more notices of violations that are thirty or more days past due.

2. Any vehicle or RV towed, immobilized or impounded pursuant to this chapter may be released upon the payment of the outstanding fines leading to the towing, immobilization or impoundment, or the posting of a bond with the municipal court in the amount of the fines with a request for a hearing of any unadjudicated underlying violations.

H. The city manager or his or her designee may tow any vehicle or RV that is parked on the street in the downtown business district during the hours of 3:00 a.m. until 6:00 a.m., seven days a week, if it is necessary for said vehicle to be moved to allow city crews to sweep and clean city streets, and perform snow removal and other activities without the interference of parked cars.

The city manager or his or her designee may tow any vehicle or RV parked in violation of this chapter at any time, if said vehicle is obstructing traffic flow, street or utility work, access to public or private property, or in any way jeopardizes the health, safety or welfare of the public.

(Ord. No. 12-10, § 2, 7-6-2010; Ord. No. 14-11, § § 1, 2, 3 -21-2011)

This Ordinance shall become in full force and effect twenty-one (21) days after passage on third reading and publication.

PASSED on 1st reading the 20th day of April, 2021.

PASSED on 2nd reading the 4th day of May, 2021.

PASSED, APPROVED, AND ADOPTED on third and final reading the 18th day of May, 2021.

Councilmember Knell presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Engebretsen.

There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

9.A ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 12-21
AN ORDINANCE APPROVING THE VACATION AND REPLAT
CREATING HARMONY HILLS ADDITION NO. 3, AND
APPROVING THE SUBDIVISION RATIFICATION
AGREEMENT.

Councilmember Johnson presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Gamroth.

No citizens spoke on the ordinance. Councilmember Engebretsen and Mayor Freel abstained. Motion passed.

9.B ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 13-21
AN ORDINANCE APPROVING THE VACATION AND
REPLAT CREATING THE KENSINGTON HEIGHTS
ADDITION NO. 3 SUBDIVISION.

Councilmember Gamroth presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Pollock.

No citizens spoke on the ordinance. Councilmember Engebretsen and Mayor Freel abstained. Motion passed.

10. ORDINANCE— FIRST READING

Following ordinance read:

ORDINANCE NO. 15-21
AN ORDINANCE GRATING A FRANCHISE TO CLARITY
TELECOM, LLC, FOR THE CONSTRUCTION AND
OPERATION OF A CABLE SYSTEM.

Councilmember Johnson presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Gamroth. City Manager Napier provided a brief report.

There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

11. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 21-67

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH CASPER YOUTH BASEBALL, FOR USE OF WASHINGTON PARK BASEBALL FIELD.

RESOLUTION NO. 21-68

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH CASPER BASEBALL CLUB, FOR USE OF CROSSROADS 4 BASEBALL FIELD.

RESOLUTION NO. 21-69

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH CASPER SOFTBALL ASSOCIATION, FOR USE OF 13TH AND SYCAMORE BALL FIELDS.

RESOLUTION NO. 21-70

A RESOLUTION ESTABLISHING A MEMORANDUM OF UNDERSTANDING BETWEEN THE WYOMING DEPARTMENT OF TRANSPORTATION AND THE CITY OF CASPER FOR TRAFFIC CONTROL BOX PUBLIC ART.

RESOLUTION NO. 21-71

A RESOLUTION APPROVING THE VACATION AND REPLAT OF LOTS 23-33, BLOCK 1, CITY OF CASPER ADDITION, TO CREATE THE NOLAN ADDITION, AND THE ASSOCIATED SUBDIVISION AGREEMENT.

RESOLUTION NO. 21-72

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CITY OF CASPER AND HDR ENGINEERING, INC., FOR THE CASPER RAIL TRAIL EXTENSION PLAN.

RESOLUTION NO. 21-73

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GOLDER ASSOCIATES, INC. FOR THE SOLID WASTE PLANNING SERVICES, PROJECT NO. 21-019.

RESOLUTION NO. 21-74

A RESOLUTION AUTHORIZING A CONTRACT FOR OUTSIDE -CITY SEWER SERVICE WITH J & T PROPERTIES, LLC.

RESOLUTION NO. 21-75
A RESOLUTION AUTHORIZING AN AGREEMENT
BETWEEN THE CITY OF CASPER AND THE NATRONA
COUNTY CONSERVATION DISTRICT.

RESOLUTION NO. 21-76
A RESOLUTION AUTHORIZING A CONTRACT BETWEEN
THE CITY OF CASPER AND SPARE LABS, INC.

RESOLUTION NO. 21-77
A RESOLUTION ADOPTING THE 2021 - 2023 COUNCIL
GOALS.

Councilmember Pollock presented the foregoing eleven (11) resolutions for adoption. Seconded by Councilmember Lutz.

Mayor Freel abstained from voting on Resolution No. 21-71. Motion passed.

12. MINUTE ACTION— CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Gamroth, to, by consent minute action, authorize the issuance of a taxicab company license to Michael Donahue, d/b/a Eagle Cab, located at 2804 Coulter Drive. Motion passed.

13. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmember Johnson requested that contractor licensing be discussed at a future work session. Councilmembers spoke on meetings and events they attended.

14. ADJOURNMENT

Mayor Freel noted the next meetings of the City Council will be a budget work session to be held at 4:30 p.m., Wednesday, May 19, 2021, in the Council meeting room; a work session and special Council meeting to be held at 4:30 p.m., Tuesday, May 25, 2021 in the Council meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, June 1, 2021, in the Council chambers.

Moved by Councilmember Pollock, seconded by Councilmember Engebretsen, to, by minute action adjourn. Motion passed. The meeting was adjourned at 7:01 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor