

WORK SESSION AGENDA

Casper City Council
City Hall, Council Meeting Room
Tuesday, August 9, 2022 at 4:30 p.m.



Work Session Meeting Agenda		Recommendation	Beginning Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-up		4:30	5 min
2.	Bird Scooters Update	Information Only	4:35	20 min
3.	FY23 Budget Amendment #1	Move Forward for Approval	4:55	20 min
4.	Armored Tactical Rescue Vehicle	Direction Requested	5:15	20 min
5.	Hogadon Subsidy	Direction Requested	5:35	30 min
6.	Outdoor Recreation Grants	Direction Requested	6:05	20 min
7.	Cordico Wellness App	Information Only	6:25	10 min
8.	Agenda Review		6:35	20 min
9.	Legislative Review		6:55	20 min
10.	Council Around the Table		7:15	20 min
Approximate End Time:				7:35

Please silence cell phones during the meeting

August 4, 2022

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
Carla Mills-Laatsch, Licensing Specialist *CM*
SUBJECT: Update on Bird Rides, Inc. – Dockless Scooters.

Meeting Type & Date

Work Session
August 9, 2022

Action type

Information only.

Recommendation

None.

Summary

Bird Rides, Inc. launched their scooter in Casper in August of 2021 after Council developed a process for licensing the scooters. All licensing fees have been paid in a timely manner. Bird Rides, Inc. currently has two hundred (200) scooters in the City of Casper. The first year with the City received three complaints from businesses that did not want the scooter to be used or parked on their property. Each request was reported to Bird Rides, Inc and the company placed geofencing at the business; this prevents the scooters from driving into the area that has been “fenced off”. This year city staff received complaints from citizens regarding scooters being left in the middle of the side walk, or in front of houses. Staff then contacted Bird Rides to pick up the scooters. Bird Rides response time has been prompt.

A representative from Bird Rides, Inc. will provide an update and further data.

Financial Considerations

None

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

None

July 29, 2022

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Jill Johnson, Financial Services Director *JJ*
Nicholas Gassman, Accounting Supervisor *NJB*
SUBJECT: Amendment to the Fiscal Year 2023 Budget

Meeting Type & Date

Council Work Session
August 9, 2022

Action Type

Discussion/Direction to Staff

Recommendation

That Council, by Resolution, authorize an amendment to the Fiscal Year 2023 Budget.

Summary

The Municipal Budget Act, Section 16-4-108, prohibits the expenditure or encumbrance of any money in excess of the amounts provided in the budget for each department. To comply with this requirement, City Council may authorize an adjustment of budgets.

The budget amendment being proposed would be the first amendment to the originally adopted Fiscal Year 2022-2023 budget. This amendment is primarily composed of three sections including: project carryovers, encumbered contracts/purchase orders, and new budget requests.

Project carryovers are items that were authorized in Fiscal Year 2021-2022 but services or products were not delivered before June 30, 2022. The expenditure authority for these items has lapsed and it is necessary to reauthorize these planned expenditures for Fiscal Year 2022-2023. These requests are itemized in Attachment A in the amount of \$16,254,047.

Like the project carryovers, encumbrances include purchase orders/contracts which were authorized in Fiscal Year 2021-2022 but services or products were not delivered before June 30, 2022. The expenditure authority for these items has lapsed and it is necessary to reauthorize these planned expenditures for Fiscal Year 2022-2023. These obligations are itemized in Attachment B in the amount of \$27,524,388.

New budget requests are items that were not included in the original budget or project carryovers and encumbrances. These requests are itemized in Attachment C for additional spending of \$9,598,975.

Financial Considerations

Total project and encumbrance carry over funding requests \$43,778,435. Net impact to projected fund balances is \$0 as expenditures were accounted for in the previous budget cycle.

Total supplemental budget requests \$9,598,975. Net impact (after application of unanticipated revenues and transfers) to various funds is \$2,857,299 shown as follows:

General Fund:	\$ 6,170,783
Local Assessment District Fund:	\$ (4,591,766)
Transit Fund:	\$ -
PSCC Fund:	\$ 146,008
Capital Fund:	\$ 624,972
WWTP Fund:	\$ 39,032
Balefill Fund:	\$ 388,300
Hogadon Ski Fund:	\$ 15,000
Ford Wyoming Center Fund:	\$ 64,970

Oversight/Project Responsibility

Jill Johnson, Financial Services Director

Attachments

Budget Amendment Attachment A

Budget Amendment Attachment B

Budget Amendment Attachment C

ATTACHMENT A
 FY 2023 BUDGET AMENDMENT #1
 PROJECT CARRY OVER FUNDING REQUESTS

	CARRY OVER FUNDING <u>REQUESTED</u>	<u>PROJECT DESCRIPTION</u>
General Fund		
	Municipal Court	9,950 Court Recording Equipment
	Police Department	16,000 Mobile Police Camera
Total General Fund	<u>25,950</u>	
River Fund		
	28,000	Riparian-Upland Vegetation Monitoring
	28,140	First Street Gateway - Materials
	180,000	First Street Gateway - Building Pathway
	60,000	First Street Gateway - Boat Ramp
	100,000	First Street Gateway - Utility Lines
Total River Fund	<u>396,140</u>	
CARES Act Funding	3,250	Security Improvements
Special Fire Assistance Fund		
	20,000	Regional Response Winch
	15,766	Regional Response Supplies
	114,396	Regional Response Container System
Total Special Fire Assistance Fund	<u>150,162</u>	
Public Transit Fund		
	214,110	CARES Act funding
	50,000	COVID-19 Emergency Relief
	72,000	ADA High Top Van
	72,000	Van Replacement
	330,000	Fixed Route Buses
	30,000	Rescue Mission Bus Shelter
	3,795	ADA Conversion Van
	229,869	Bus AVL System
	80,160	Dispatching Upgrade
Total Public Transit Fund	<u>1,081,934</u>	
Capital Projects Fund		
	451	12th St Improvements-CY to McKinley
	538,730	Poplar St. & 1st St. Enhancements
	636	BNSF North Platte River Storm Sewer
	16,460	Farnum to 12th Storm Sewer Improvem
	9,050	Farnum to 12th Storm Sewer Improvem
	1,538,197	PV to Robertson Road Bridge
	25,000	CFAC - New Starburst
	185,000	CFAC - Recondition Slide Tower
	189,916	CFAC - New Roof
	35,000	CEC Fire Protection System Phase II
	100,000	CEC Fire Protection System Phase II
	250,000	CEC Fire Protection System Phase II
	220,000	Purchasing 5 marked units
	16,612	Purchasing 5 marked units
	70,860	2 Marked F150s
	37,204	2 Marked F150s
	19,926	1 Marked Hybrid
	7,540	Metro Animal Shelter Walking Path
	10,604	Misc Police Fleet
	40,000	License Plate Reader
	38,000	Spillman Arrest Module
	1,868	Irrigation for existing Cemetery
	33,296	Replace Emergency & Rink Lighting
	136,207	Miscellaneous Park Improvements
	10,244	Parks Irrigation Misc Improvements

ATTACHMENT A
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 PROJECT CARRY OVER FUNDING REQUESTS

	112,672	Playground and Fall Material Repl
	219,336	Soccer Irrig Pump Station Update
	69,729	Replacement Support Vehicles
	2,374,697	City Hall Project SAFE Improvements
	99,462	Streets Unit 70971 Rubber Tire Roll
	32,094	70980 Sterling Tandem Axle
	32,252	Streets Unit 70797 Tandem Axle Dump
	24,813	I25 Casper Marginal Proj No 21-027
	5,062	Faro 3D Imaging
	44,500	Marathon Impound Lot
	180,500	Marathon Impound Lot
	1,835,571	New Police Station
	21,950	Investigation Lobby Buildout
	19,261	V.A. Reservoir Dog Park
	11,118	Refrigerator Purchase
	49,500	Repair/Maint. City Parking Garage
	25,000	Call Center Telephone System
	1,605	Replace Engine 2
	75,000	Fire Station 1 Rehab
	5,719	Station 3 Roof Replacement: Updated
	16,933	Painting Stuckenhoff Shooters
	4,376	Council Chambers AV Server Upgrades
	60,000	Server Equipment Upgrades
Total Capital Fund	8,851,951	
Water Distribution Fund		
	57,000	Flat Bed Dump Truck Replacement
	62,000	Compressor Truck Replacement
	200	Compressor Truck Replacement
	511,829	FY22 Misc Water Main Replacements
	179,381	FY22 Misc Water Main Replacements
	1,575	Water Dist Garage - Secondary Bldg
	855,000	Water Dist Garage - Secondary Bldg
	40,000	Poplar St Utility Improv-CY-Collins
	1,706,985	
Sewer Fund		
	23,880	Sewage Lift Station Communication U
	768,500	FY22 Misc Sewer Main Replacement
	100,000	FY22 Misc Sewer Main Replacement
	3,615	Poplar St Utility Improv-CY-Collins
Total Sewer Fund	895,995	
WWTP Fund		
	30,000	FY22 Security Upgrades
	23,228	Lift Station Communication Upgrade
	150,000	FY22 Dewatering Building HVAC Repla
	40,000	DAFT Pressure Tank
	81,000	Bar Nunn #1 Lift Station Generator
	9,000	Bar Nunn #1 Lift Station Generator
	12,000	Industrial Riding Mower Replacement
	12,000	Utility Cart Replacement
Total WWTP Fund	357,228	
Refuse Fund		
	19,774	Tree Farm Trees & Maintenance
	13,450	MRF Storage Capacity
	24,222	FY 22 Pickup Truck Replacement
	16,193	Commercial Container Management
	18,782	Repair Construction Containers
	90,046	Side Load Garbage Truck
	91,813	Side Load Garbage Truck Replacement
	21,721	Recycle Depot Improvements
Total Refuse Fund	296,001	

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 PROJECT CARRY OVER FUNDING REQUESTS

Balefill Fund	60,000	Facility Asphalt Improvements
	55,000	FY22 Fork Lift Replacement
	59,223	Miller House Upgrades
	10,000	Miller House Electrical Upgrades
	16,168	Solid Waste Facility Landscaping
	12,676	Tree Farm & Green House Supplies
	10,000	Biosolids Tree Farm Management
	82,697	Landfill Remediation Program
	96,298	Paint Solid Waste Buildings
	12,511	Pickup Truck Replacement
	<u>2,011,683</u>	Old Landfill Remediation
Total Balefill Fund	2,426,256	
Ford Wyoming Center Fund	62,195	Event Center Door Access Control
Total Carry Over Requested	<u>16,254,047</u>	

ATTACHMENT B
 FY 2023 Budget Amendment #1
 Encumbered Contracts/PO

Contract/PO	Fund	Amount	Vendor
General Fund			
City Council			
22300201	101	13,000	ANN RUBLE(10561)
City Council Total		13,000	
Social Community Services			
20300378	101	293	CASPER SOCCER CLUB(2285)
20300381	101	5,000	CASPER AMATEUR HOCKEY(3751)
20300390	101	407	CITY OF CASPER(131)
20300391	101	2,714	CITY OF CASPER(131)
20300459	101	4,167	ECONOMIC DEVELOPMENT JOINT POWERS BOARD(99)
Social Community Services Total		12,581	
Municipal Court			
22300715	101	9,995	JCG TECHNOLOGIES
22300716	101	5,769	TOP OFFICE PRODUCTS
Municipal Court Total		15,764	
Traffic Control			
21300035	101	84	ATLANTIC ELECTRIC, INC(5982)
Traffic Control Total		84	
Community Development			
21300133	101	1,360	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
Community Development Total		1,360	
Police Department			
20300086	101	17,840	CENTER FOR PUBLIC SAFETY MANAGEMENT LLC(5907)
21300027	101	600	ADBAY.COM(1004)
Police Department Total		18,440	
Fire Department			
21300050	101	899	EMERGENCY MEDICAL DIRECTION AND CONSULTING(10052)
21300145	101	5,000	EMERGENCY MEDICAL PHYSICIANS(226)
21300136	101	2,500	ATLANTIC ELECTRIC, INC(5982)
22300165	101	250	ASBESTOS & TECHNICAL SVCS., LLC.(3681)
22300203	101	540	PRO PAINT WYO, LLC(10611)
21300147	101	4,003	MO MON TAI INC(10513)
Fire Department Total		13,192	
General Fund Total		74,421	
Perpetual Care			
20300171	103	870	STATELINE NO 7 ARCHITECTS(5954)
Perpetual Care Total		870	
Metro Animal Shelter			
20300085	105	3,800	DELL MARKETING LP(922)
Metro Animal Shelter Total		3,800	
River Fund			
22300216	106	8,900	BRINDLE CREEK LLC(10624)
River Fund Total		8,900	
Care Act Fund			
22300499	107	37,300	SEA-WESTERN INC
22300211	107	71,000	HAASS CONSTRUCTION CO., INC.(647)
Care Act Fund Total		108,300	
Revolving Land Fund			
21300133	113	145	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
Revolving Land Fund Total		145	
Public Transit			
20300384	115	1,800	CASPER AREA TRANSPORTATION COALITION(100)
22300191	115	4,135	WYOMING SIGNS LLC(10546)
22300390	115	4,916	COMMUNICATION TECHNOLOGIES, INC.
22300169	115	1,058	CREATIVE BUS SALES INC(10383)
Public Transit Total		11,909	

ATTACHMENT B
 FY 2023 Budget Amendment #1
 Encumbered Contracts/PO

Contract/PO	Fund	Amount	Vendor
MPO			
21300047	116	20,922	ENVIRONMENTAL & CIVIL SOLUTIONS, LLC(5456)
21300122	116	90	NELSON/NYGAARD CONSULTING ASSOCIATES, INC.(4413)
22300193	116	56,385	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
22300198	116	44,855	WESTERN RESEARCH & DEVELOPMENT(10336)
MPO Total		122,252	
PSCC			
22300587	117	1,478	CONVERGEONE INC
22300594	117	2,514	DISCOUNTCELL INC
20300461	117	124,029	COMMUNICATION TECHNOLOGIES, INC.(2569)
PSCC Total		128,021	
Capital Projects			
22300145	150	360	COMMUNICATION TECHNOLOGIES, INC.
22300245	150	110,271	FREMONT MOTOR SHERIDAN INC
22300252	150	24,512	GLOBAL SPECTRUM L.P
22300330	150	22,824	COMMUNICATION TECHNOLOGIES, INC.
22300331	150	37,491	COMMUNICATION TECHNOLOGIES, INC.
22300356	150	18,422	COMMUNICATION TECHNOLOGIES, INC.
22300380	150	380	SUPERIOR TECH PRODUCTS
22300393	150	23,907	CERTIFIED BUSINESS SERVICES INC
22300443	150	43,179	GREINER MOTOR CO - CASPER
22300456	150	1,725	GREINER MOTOR CO - CASPER
22300457	150	105,719	GREINER MOTOR CO - CASPER
22300494	150	61,813	PCN STRATEGIES INC
22300562	150	58,588	PCN STRATEGIES INC
22300574	150	8,512	HOOD'S EQUIPMENT & SPRINKLER, LLC.
22300607	150	24,966	BEST RUBBER MULCH LLC
22300633	150	4,206	MOTOROLA SOLUTIONS
22300634	150	3,285	COMMUNICATION TECHNOLOGIES, INC.
22300646	150	21,708	PCN STRATEGIES INC
22300647	150	7,674	CONVERGEONE INC
22300660	150	31,320	ADDCO ACQUISITIONS
22300677	150	11,426	NORDIC SOUND INCORPORATED
22300681	150	7,380	APPLIED CONCEPTS
22300697	150	23,200	BAR-D SIGNS, INC.
22300704	150	813	COMMUNICATION TECHNOLOGIES, INC.
22300713	150	192,748	CMI TECO, INC.
22300714	150	192,748	CMI TECO, INC.
22300719	150	35,062	GREINER MOTOR CO - CASPER
20300009	150	5,948	STANTEC CONSULTING SVCS INC.(5093)
20300051	150	106,100	STANTEC CONSULTING SVCS INC.(5093)
20300053	150	4,897	WESTERN WATER CONSULTANTS, INC.(549)
20300062	150	24,501	WESTERN WATER CONSULTANTS, INC.(549)
20300106	150	17	WESTERN WATER CONSULTANTS, INC.(549)
20300109	150	13,285	HITEK COMMUNICATIONS(5493)
20300114	150	15,883	HITEK COMMUNICATIONS(5493)
20300115	150	7,394	TRIHYDRO CORP.(4853)
20300115	150	7,424	TRIHYDRO CORP.(4853)
20300127	150	36,133	WY. DEPT OF TRANSPORTATION(570)
20300139	150	799	DELL MARKETING LP(922)
20300153	150	2,195	WY DEPT. OF TRANSPORTATION(570)
20300156	150	27,489	WY. DEPT OF TRANSPORTATION(570)
20300166	150	75,070	B32 ENGINEERING GROUP INC(6018)
20300175	150	22,918	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
20300187	150	8,167	THE ARC OF NATRONA COUNTY(5721)
20300263	150	25,871	BOYS & GIRLS CLUBS OF CENTRAL WY(2169)
20300268	150	5,000	Whited Floor Surfacing(2233)
20300301	150	8,426	COURT APPOINTED SPECIAL ADVOCATES OF NATRONA(1561)
20300306	150	84,669	CASPER HOUSING AUTHORITY(5526)
20300308	150	28,083	CASPER SPORTS ALLIANCE(5702)
20300309	150	51,417	CENTRAL WYOMING HOSPICE AND TRANSITIONS(6022)
20300310	150	5,832	CENTRAL WY RESCUE MISSION(2982)
20300311	150	63,858	CENTRAL WY SENIOR SVCS., INC.(1029)
20300313	150	6,917	CHILDREN'S ADVOCACY PROJECT, INC.(3854)
20300314	150	14,506	CASPER DOWNTOWN DEVELOPMENT AUTHORITY(206)
20300315	150	13,637	GREATER WYOMING BIG BROTHERS, BIG SISTERS(5692)
20300316	150	6,833	INTERFAITH OF NATRONA COUNTY, INC.(932)

ATTACHMENT B
 FY 2023 Budget Amendment #1
 Encumbered Contracts/PO

Contract/PO	Fund	Amount	Vendor
20300320	150	55,379	COMMUNICATION TECHNOLOGIES, INC.(2569)
20300342	150	3,379	CASPER NATRONA COUNTY HEALTH DEPARTMENT(5781)
20300343	150	46,105	NATRONA COUNTY PUBLIC LIBRARY FOUNDATION(1017)
20300345	150	153,011	NICOLAYSEN ART MUSEUM(1020)
20300346	150	109,914	THE SCIENCE ZONE(3055)
20300347	150	25,598	SELF HELP CENTER, INC.(473)
20300363	150	1,480	ENGINEERING DESIGN ASSOCIATES(2579)
20300371	150	41,074	MOTHER SETON HOUSING, INC.(5063)
20300372	150	1,704	UNITED WAY OF NATRONA COUNTY(522)
20300373	150	3,500	WYOMING FOOD BANK OF THE ROCKIES(5690)
20300374	150	6,401	MERCER HOUSE, INC.(3618)
20300384	150	41,990	CASPER AREA TRANSPORTATION COALITION(100)
20300397	150	9,563	CHILD DEVELOPMENT CENTER OF NATRONA COUNTY(10116)
20300400	150	10,000	PLATTE RIVER TRAILS TRUST(429)
20300403	150	6,531	WLC ENGINEERING - SURVEYING - PLANNING(565)
20300410	150	10,658	CENTRAL WY. SENIOR SVCS., INC.(1029)
20300432	150	10,055	ENGINEERING DESIGN ASSOCIATES(2579)
20300449	150	41,832	WLC ENGINEERING - SURVEYING - PLANNING(565)
20300456	150	1,156	HDR ENGINEERING, INC.(3520)
20300465	150	23,631	71 CONSTRUCTION, INC.(3)
20300469	150	10	WESTERN WATER CONSULTANTS, INC.(549)
21300014	150	129	WY. DEPT. OF TRANSPORTATION(570)
21300018	150	63,827	STATELINE NO 7 ARCHITECTS(5954)
21300032	150	10,094	TRETO CONST.(3763)
21300053	150	9,100	JOSHUA'S STOREHOUSE AND DISTRIBUTION CENTER(10285)
21300062	150	311,230	ROSENBAUER MINNESOTA LLC(5998)
21300063	150	31,328	INSTALLATION & SVC. CO.(301)
21300075	150	3,102	WLC ENGINEERING - SURVEYING - PLANNING(565)
21300075	150	29	WLC ENGINEERING - SURVEYING - PLANNING(565)
21300084	150	15,606	INSTALLATION & SVC. CO.(301)
21300093	150	31,878	CROWN CONSTRUCTION LLC(6007)
21300108	150	6,542	CROWN CONSTRUCTION LLC(6007)
21300109	150	1,911	LAME LLC(10426)
21300119	150	17,532	KNIFE RIVER/JTL(317)
21300127	150	14,450	TRETO CONST.(3763)
21300127	150	17,880	TRETO CONST.(3763)
21300134	150	77,172	WESTERN WATER CONSULTANTS, INC.(549)
21300139	150	333,911	ROSENBAUER MINNESOTA LLC(5998)
21300139	150	333,911	ROSENBAUER MINNESOTA LLC(5998)
22300156	150	45,589	WLC ENGINEERING - SURVEYING - PLANNING(565)
22300158	150	391	POPE CONSTRUCTION, INC.(1353)
22300173	150	103,540	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
22300177	150	23,387	Wired Electric(5641)
22300178	150	7,457	ALPHA FACILITIES SOLUTIONS LLC(10537)
22300189	150	170,818	TRETO CONST.(3763)
22300192	150	139,396	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
22300195	150	6,058	BUILDING SYSTEMS LLC(10564)
22300197	150	154,101	WYOMING ROOFING, LLC(10566)
22300202	150	811	ENVIRONMENTAL & CIVIL SOLUTIONS, LLC(5456)
22300205	150	550,200	TRETO CONST.(3763)
22300209	150	18,158	INBERG-MILLER ENGINEERS(296)
22300210	150	873,422	RAMSHORN CONSTRUCTION, INC.(710)
22300213	150	80,640	CROWN CONSTRUCTION LLC(6007)
22300214	150	411,494	CROWN CONSTRUCTION LLC(6007)
22300215	150	47,941	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
23300009	150	245,967	CHALK BUTTES LANDSCAPING INC(10049)
Capital Projects Total		6,509,481	
Water			
22300157	201	32,621	HDR ENGINEERING, INC.(3520)
22200751	201	135,000	CMI TECO, INC.
22300100	201	48,595	FREMONT MOTOR SHERIDAN INC
22300101	201	96,165	GREINER MOTOR CO - CASPER
22300350	201	12,975	FERGUSON ENTERPRISES, INC. #3201
22300431	201	62	FERGUSON ENTERPRISES, INC. #3201
20300005	201	19,278	WY. DEPT OF TRANSPORTATION(570)
20300062	201	6,035	WESTERN WATER CONSULTANTS, INC.(549)
20300090	201	238	ADVANCED GEOTECHNICAL SOLUTIONS INC(5949)
20300106	201	1,678	WESTERN WATER CONSULTANTS, INC.(549)

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Contract/PO	Fund	Amount	Vendor
20300176	201	11,748	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
20300361	201	32,500	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
20300403	201	16,794	WLC ENGINEERING - SURVEYING - PLANNING(565)
20300438	201	38,475	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
20300449	201	107,568	WLC ENGINEERING - SURVEYING - PLANNING(565)
20300464	201	609,356	WY. DEPT. OF TRANSPORTATION(570)
21300032	201	27,359	TRETO CONST.(3763)
21300098	201	51,293	INSTALLATION & SVC. CO.(301)
21300098	201	28,129	INSTALLATION & SVC. CO.(301)
21300134	201	38,798	WESTERN WATER CONSULTANTS, INC.(549)
21300152	201	27,129	WLC ENGINEERING - SURVEYING - PLANNING(565)
22300163	201	37,114	WESTERN WATER CONSULTANTS, INC.(549)
22300170	201	4,435	AMUNDSEN ASSOCIATES LLC(10542)
22300176	201	9,154	71 CONSTRUCTION, INC.(3)
22300176	201	394,599	71 CONSTRUCTION, INC.(3)
22300183	201	161,453	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
22300183	201	137,807	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
22300210	201	94,050	RAMSHORN CONSTRUCTION, INC.(710)
23300001	201	800,000	WY. DEPT OF TRANSPORTATION(570)
22300674	201	7,790	PAX WATER TECH. INC.
20300058	201	1,782	WLC ENGINEERING - SURVEYING - PLANNING(565)
21300039	201	1,562	WESTERN ECO SYSTEMS TECHNOLOGY INC.(4453)
21300045	201	2,591	HDR ENGINEERING, INC.(3520)
21300110	201	16,386	HOLLAND & HART LLP(10436)
Water Total		3,010,519	
Sewer			
22300412	203	12,129	WATER TECHNOLOGY GROUP
22300708	203	44,086	ABLE EQUIPMENT CO
22300709	203	37,190	GREINER MOTOR CO - CASPER
20300043	203	2,350	WATER TECHNOLOGY GROUP(3925)
20300062	203	2,843	WESTERN WATER CONSULTANTS, INC.(549)
20300064	203	51,016	CMI TECO, INC.(148)
20300176	203	21,016	CIVIL ENGINEERING PROFESSIONALS, INC.(141)
20300464	203	889,000	WY. DEPT OF TRANSPORTATION(570)
21300107	203	525	WEST PLAINS ENGINEERING, INC.(543)
21300129	203	57,250	MODERN ELECTRIC CORP.(372)
21300134	203	22,992	WESTERN WATER CONSULTANTS, INC.(549)
22300205	203	19,000	TRETO CONST.(3763)
22300214	203	16,500	CROWN CONSTRUCTION LLC(6007)
22300215	203	27,000	WAYNE COLEMAN CONSTRUCTION, INC.(2758)
23300001	203	36,385	WY. DEPT. OF TRANSPORTATION(570)
Sewer Total		1,239,282	
WWTP			
22200734	204	9,000	ANDRITZ SEPARATION INC.
22300085	204	20,124	FALCON ENVIRONMENTAL
22300183	204	25,258	FALCON ENVIRONMENTAL
22300183	204	113,462	FALCON ENVIRONMENTAL
22300486	204	114,259	ANDRITZ SEPARATION INC.
22300662	204	11,145	AMERI-TECH EQUIPMENT CO.
22300685	204	300	FALCON ENVIRONMENTAL
20300060	204	15,964	CH2MHILL, INC.(1799)
20300078	204	30,031	CH2MHILL, INC.(1799)
20300093	204	10,503	CH2MHILL, INC.(1799)
20300100	204	14,181	HDR ENGINEERING, INC.(3520)
20300135	204	213,711	CH2MHILL, INC.(1799)
20300144	204	93,811	CH2MHILL, INC.(1799)
20300168	204	2,652	CH2MHILL, INC.(1799)
21300031	204	435,290	JACOBS ENGINEERING GROUP(5333)
21300097	204	725	JACOBS ENGINEERING GROUP(5333)
21300107	204	25	WEST PLAINS ENGINEERING, INC.(543)
21300129	204	6,057	MODERN ELECTRIC CORP.(372)
22300188	204	1,121,000	SHEET METAL SPECIALTIES, INC.(680)
22300208	204	6,635,835	INSITUFORM TECHNOLOGIES LLC(10581)
23300010	204	59,143	RILEY INDUSTRIAL SERVICES INC(6053)
21300107	204	200	WEST PLAINS ENGINEERING, INC.(543)
21300129	204	3,212	MODERN ELECTRIC CORP.(372)
WWTP Total		8,935,888	

ATTACHMENT B
 FY 2023 Budget Amendment #1
 Encumbered Contracts/PO

Contract/PO	Fund	Amount	Vendor
Refuse Collection			
22300274	205	13,903	MOTOROLA SOLUTIONS
22300538	205	22,720	AMERI-TECH EQUIPMENT CO.
22300550	205	14,891	AMERI-TECH EQUIPMENT CO.
22300702	205	198,647	CMI TECO, INC.
22300461	205	92,860	CMI TECO, INC.
22300395	205	124,496	FLOYD'S TRUCK CENTER WY
22300432	205	60,778	GREINER MOTOR CO - CASPER
22300434	205	258,187	CMI TECO, INC.
22300701	205	258,187	CMI TECO, INC.
Refuse Collection Total		1,044,669	
Balefill			
22300458	206	115,597	CMI TECO, INC.
22300459	206	22,489	GREINER MOTOR CO - CASPER
20300006	206	225,235	GOLDER ASSOCIATES(2554)
20300054	206	5,527	PEAK GEOSOLUTIONS/ SOLID WASTE PROFESSIONALS(4233)
20300092	206	178,411	PEAK GEOSOLUTIONS/ SOLID WASTE PROFESSIONALS(4233)
20300096	206	31,777	GOLDER ASSOCIATES(2554)
20300101	206	8,936	EDGE ENGINEERING GROUP LLC(5948)
20300103	206	210,465	GOLDER ASSOCIATES(2554)
20300105	206	2,449	GEOSYNTEC CONSULTANTS INC(5965)
20300183	206	44,337	GEOSYNTEC CONSULTANTS INC(5965)
20300389	206	6,466	GOLDER ASSOCIATES(2554)
20300445	206	13,238	GOLDER ASSOCIATES(2554)
21300013	206	16,372	HDR ENGINEERING, INC.(3520)
21300067	206	16,005	GOLDER ASSOCIATES(2554)
21300101	206	19,356	GOLDER ASSOCIATES(2554)
21300101	206	18,518	GOLDER ASSOCIATES(2554)
21300102	206	26,499	GOLDER ASSOCIATES(2554)
21300109	206	4,753	LAME LLC(10426)
21300125	206	2,002	CROWN CONSTRUCTION LLC(6007)
21300142	206	21,446	GOLDER ASSOCIATES(2554)
21300143	206	3,900	WEST PLAINS ENGINEERING, INC.(543)
22300162	206	105,600	SWI, LLC(5817)
22300196	206	22,692	JKC ENGINEERING(4338)
22300212	206	145,340	CROWN CONSTRUCTION LLC(6007)
23300003	206	1,496,618	NORTHWEST LININGS & GEOTEXTILE PRODUCTS INC(10638)
23300004	206	2,577,515	MELGAARD CONSTRUCTION CO INC(10631)
23300006	206	319,730	PEAK GEOSOLUTIONS/ SOLID WASTE PROFESSIONALS(4233)
23300007	206	48,108	SYNERGY PAINTING LLC(10639)
20300063	206	16,310	ELECTRONIC RECYCLERS INTERNATIONAL INC(5870)
22300460	206	35,950	STOTZ EQUIPMENT
22300507	206	8,782	MOTION INDUSTRIES INC
21300118	206	12,000	RECYKLING INDUSTRIAL REPAIRS, INC(5646)
22300172	206	5,150	TEN-E PACKAGING SERVICES INC(5785)
23300005	206	398,300	ACCENT PACKAGING INC(4190)
Balefill Total		6,185,873	
Golf Course			
22200727	222	1,407	SUPERIOR SIGNS & SUPPLY LLC
Golf Course Total		1,407	
Parking			
20300323	227	1,858	Thyssenkrupp Elevator Coporation(10062)
Parking Total		1,858	
Buildings & Structures			
20300171	252	12,078	STATELINE NO 7 ARCHITECTS(5954)
20300323	252	2,437	Thyssenkrupp Elevator Coporation(10062)
Buildings & Structures Total		14,515	
Property and Liability Insurance			
22300717	254	47,009	GREINER MOTOR CO - CASPER
21300022	254	1,653	POWER SVC., INC.(436)
21300087	254	841	COMPLETE SAFETY SERVICES INC(10013)
23300002	254	72,775	DAVIDSON MECHANICAL, INC.(186)
Property and Liability Insurance Total		122,278	
All Funds Total		27,524,388	

Attachment C

FY '23 BUDGET AMENDMENT #1 DETAIL

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
GENERAL FUND (101)				
General Government (501)				
Technology Supplies	10,000	(10,000)	Increased abatement related work	Abatements work is billed to properties
Travel and Training	5,000	(5,000)	Grant received for cyber security training	Reimbursed by grant
Total General Government	15,000	(15,000)		
Public Safety (502)				
Technology Supplies	22,000		Purchase of 6 mobile radios under capital asset threshold	One Cent 16
Overtime	350,000		Overtime for Police Officers	Funded by Cedar Impact designated money
General Supplies and Materials	24,100		Hoses and Nozzles for reserve fire truck	Funded by Cedar Impact designated money
General Supplies and Materials	16,900		Security upgrades for fire facilities	Funded by Cedar Impact designated money
Technology Supplies	125,000		Access locks for fire facilities	Funded by Cedar Impact designated money
Total Public Safety	538,000	-		
General fund (transfer out)				
Transfer out	4,956,472		Fire Pension A present value of \$7,294,177.60 transfer to fund 104	unassigned cash
Transfer out	676,311		Transfer to fund 150 for Cedar Impact expenses	Funded by Cedar Impact designated money
Total General Fund transfer out	5,632,783	-	To address shortfall in Fleet Services	unassigned cash
Local Assessment Districts (104)				
Transfer In		(4,956,472)	Fire Pension A present value of \$7,294,177.60 transfer from fund 101	unassigned cash
Principal Payment	364,706		Fire Pension A FY23 Payment	unassigned cash
Total LAD	364,706	(4,956,472)		
Public Transit (115)				
Federal Grants	50,800	(50,800)	Bus wraps for transit	reimbursed by federal grant
Total Transit Fund	50,800	(50,800)		
Public Safety Communications Center (117)				
Federal Grants	146,008		Mobile command station upgrades. Originally budgeted in FY21	PSCC Reserves
Total PSCC Fund	146,008	-		
Capital Fund (150)				
Improvements Other Than Buildings	500,000	(400,000)	TAP Grant for College Drive pathway. Poplar Street improvements - CY ave to Collins Dr. (City match of Wydot Agreement)	\$400,000 Federal Grant and \$100,000 1 cent 16 capital reserves
Other Contractual	19,873	(19,873)	AEDs for City facilities	Reimbursed by grant
Light Equipment	12,082		Increased expense for 6 marked SUVs	Savings on other Capital Project
Light Equipment	30,000	(30,000)	UTV Purchase	Transferred in from General Fund - Cedar Impact money
Light Equipment	200,000	(200,000)	Brush 6 replacement	Transferred in from General Fund - Cedar Impact money
Light Equipment	199,500	(199,500)	3 support fire vehicles	Transferred in from General Fund - Cedar Impact money
Improvements other than building	246,811	(246,811)	Midwest-poplar to Walnut improvements	Transferred in from General Fund - Cedar Impact money
Improvements to Buildings	288,757		Project Safe	capital reserves
Total Capital Fund	1,721,156	(1,096,184)		
Waste Water Treatment Plant (204)				
Light Equipment	647,282	(608,250)	Project for SRF Clean Water. Budgeted in FY21 but not in FY22. Requesting budget again	\$39,032 from WWTP reserves and rest from SRF Loan
Total Balefill Fund	647,282	(608,250)		

FY '23 BUDGET AMENDMENT #1 DETAIL - Page 2

	<u>FUNDING REQUESTED</u>	<u>NEW OR OFFSETTING REVENUES</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>
Balefill (206)				
General Supplies	98,300		Increased cost in Baler Bags from original budget	Balefill reserves
Heavy Equipment	40,000		Higher price than budgeted for 2 City haul trucks	Balefill reserves
Light Equipment	250,000		Garage Door failure at baler building after warranty. Price to replace doors	Balefill reserves
Total Balefill Fund	<u>388,300</u>	-		
Hogadon (225)				
Maint/repair	15,000		Snowmaking equipment repair	Carryover of Operational dollars - fund reserves
Total Hogadon	<u>15,000</u>	-		
Event Center (226)				
Other Contractual	50,000		Visit Casper Contribution for 40th anniversary of Ford Wyoming Center	Carryover of Operational dollars - fund reserves
Consulting services	29,940	(14,970)	Feasibility study of Ford Wyoming Center	Carryover of Operational dollars - fund reserves and partially paid from Spectra
Total Events Center	<u>79,940</u>	<u>(14,970)</u>		
Total All Funds	<u>9,598,975</u>	<u>(6,741,676)</u>		
Revenue (Over)/Under	2,857,299			

July 27, 2022

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Keith McPheeters, Police Chief *KMP 307*
SUBJECT: Armored Tactical Rescue Vehicle

Meeting Type & Date

Work Session
August 9, 2022

Action type

Direction Requested

Recommendation

The Casper Police Department is requesting funding to purchase an armored tactical rescue vehicle. Specifically, the Department is seeking Council's approval to begin *negotiating* the purchase of a certified, preowned Lenco BearCat G2 Incident Response Vehicle. The vehicle is currently listed at \$169,725.00, *or best offer*. Please see the attached manufacturer's quote and specifications sheet for details.

Summary

The Casper Police Department's mission includes resolution of critical incidents including, active shooter response, terrorist attacks, improvised explosive devices (IEDs), Hazardous Materials (HAZMAT) and CBRNE Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) incidents. The department is also tasked with providing support for Search and Rescue operations and response to natural disaster situations.

The BearCat is a four-wheel drive vehicle that can reach highway speeds for rapid ingress/ egress to affected areas. The vehicle features 40-inch-tall, heavy-duty, run-flat tires and heavy-duty drivetrain components. A modular, electric-powered winch provides the capability to remove debris blocking emergency ingress/egress and a rear tow hitch with a 10,000-pound towing capacity that provides the capability to pull trapped automobiles out of danger or to deliver towable assets. These combined features greatly increase the overall capability to quickly respond in all environmental conditions throughout our entire jurisdiction from the most remote rural areas to the city streets of Casper, in conditions ranging from severe winter storms to the immediate aftermath of tornados or earthquakes.

The BearCat is designed to seat 12 Search and Rescue personnel with equipment or 20 citizens for evacuation or transportation operations.

Along with the rugged vehicle design noted above and the increased capability to access areas compromised by disaster, the BearCat features roof mounted, high-intensity spotlights for use in search and rescue operations. The BearCat's 2000 WATT AC/DC power inverter, combined with the turbo diesel engine, turns the vehicle into a mobile generator, providing power for portable rescue or extrication equipment.

The BearCat's hardened walls and windows provide ballistic and blast protection capable of defeating the small arms projectiles and IEDs historically used in most domestic terrorist attacks. The vehicle provides room for up to 12 officers in full response gear. Ballistic skip round shields below the undercarriage prevent

bullets or fragmentation from traveling underneath the vehicle during terrorist incidents thus increasing the ballistic protection and “surface area” of protection while shielding citizens or responders.

The BearCat is built on a Ford F550 Super Duty chassis. This enables the vehicle to be serviced, maintained and repaired utilizing the personnel and facilities currently available within the community and our fleet management. The maintenance costs of this project will be absorbed into the fleet maintenance budget of the Casper Police Department.

Lenco products, including the BearCat, are widely used and proven throughout the world, with over 750 federal, state and local agencies in all 50 states and three US territories. Lenco is a GSA contract vendor. Supporting documentation is attached.

The project cost includes the manufacturer’s operations training and maintenance manuals. The Casper Police Department will establish Policy and Procedures with protocol for training, deployment, supervision and maintenance of specialized equipment. The established department training plan will accommodate the necessary initial and continued training on the BearCat. There are no additional training costs associated with this project.

It is the recommendation of the Casper Police Department that the City Council authorize the purchase of a Lenco BearCat.

Financial Considerations

Funding for this project may be provided by the Opportunity Fund.

Oversight/Project Responsibility

Keith McPheeters, Chief of Police

Attachments

Lenco Cooperative Purchasing Contracts

Lenco BearCat G2 Flier

Lenco BearCat Quotation

LENCO

ARMORED VEHICLES

Protecting Our Nation's Defenders™

10 Betnr Industrial Drive – Pittsfield, MA 01201
 PH (413) 443-7359 – FAX (413) 445-7865

Quotation: 22715

Customer Code: CALWY

Quotation Date: 7/28/2022

Lenco Tax ID#: 04-2719777

Repeat Customer: Yes No

Bill To

Casper Police Department
 201 N. David
 Casper, WY 82601

Ship To

Casper Police Department
 201 N. David
 Casper, WY 82601

Payment Terms	Shipping Terms	Ship Via
Net 30 Days	FOB: Destination	Common Carrier
Estimated Completion	Inhouse Contact	Inspection & Acceptance
12+ Months ARO (Est.)	Jim Massery	At Lenco's Facility in Pittsfield, MA

Item:	Product #	Qty	Unit Price	Extension
Lenco BearCat	BC55003	1	\$ 169,725.00	\$ 169,725.00
Paint Color: Lusterless Navy Blue	18-F93XXL7508			
LED Lights: Red & Blue				
Options:				
Rear A/C Heating-Heating System: High Capacity	UBCHAC	1		\$ -
Hydraulic Front Mounted Receiver with Ram Post and Plate	UBCHYDRAM	1		\$ -
Backup Camera System with Monitor	UBCBU	1		\$ -
BearCat (Configuration Subtotal)		1	\$ 169,725.00	\$ 169,725.00

Notes:	Proprietary
Preowned Lenco BearCat G2 - 2006 Stock #4119U (Subject to Availability)	Subtotal \$ 169,725.00
	Shipping \$ 9,300.00
	Tax \$ -
	Total Order \$ 179,025.00

WARNING: Information Subject to Export Control Laws
 The written approval of the Directorate of US Defense Trade Controls and Lenco Industries, Inc. must be obtained before reselling, transferring, transshipping or disposing of a defense article to any end user, end use or destination other than as stated on this Lenco quote or the shipper's export declaration in cases where an exemption is claimed under this subchapter ITAR 123.9(A).

Acceptance of this quotation or entering into a purchase agreement with Lenco, the purchaser agrees to Lenco's full Terms and Conditions of Sale, available upon request. This quote will be valid for 90 days.

ACCEPTANCE OF PROPOSAL –

Authorized Signature: _____

Please Sign and Return

Authorized Signature:

Jim Massery

Jim Massery

Thank You



US Government Cooperative Purchasing Contracts

1. GSA Federal Acquisition Service – Multiple Award Schedule

Contract Number: GS-07F-169DA
Current Option Period End Date: August 22, 2026

Important Links:

- [Lenco GSA eLibrary Link](#)
- [1122 Participating States](#)

2. H-GAC – Ambulances, EMS, and Other Special Service Vehicles

Contract Number: AM10-20
Current Option Period End Date: September 30, 2022

Important Links:

- [HGACBuy Contract Link](#)

3. North Carolina Sheriff's Association (NCSA) – Fire and EMS 2021 – 2022

Contract Number: 21-01-0608R and 22-02-0608
Current Option Period End Date: June 17, 2022

Important Links:

- [NCSA Contract Award Documents Link](#)

4. US Communities (OMNIA Partners) – Public Safety & Emergency Preparedness

Contract Number: 4400008468
Current Option Period End Date: September 30, 2023
Lead Agency: County of Fairfax, Virginia
Lead Contractor: Safeware, Inc. and Mallory Safety and Supply, LLC

Important Links:

- [US Communities / OMNIA Partners Contract Link](#)

5. New Jersey Cooperative Purchasing Alliance (Bergen County Co-Op) – Catalog / SWAT Equipment

Contract Number: BC-Bid-#21-55 (COOP)
Current Option Period End Date: December 3, 2023
Lead Agency: County of Bergen, NJ
Lead Contractors: Tomahawk Strategic Solutions

Important Links:

- [Bergen County Co-Op Contract Link](#)

Designer and Manufacturer of Tactical Armored Security Vehicles

10 Betnr Industrial Drive · Pittsfield, MA 01201 · Tel (413) 443-7359 · Fax (413) 445-7865
www.LencoArmor.com · e-mail: Info@LencoArmor.com

6. Howard County, MD Office of Procurement and Contract Administration – New Vehicles, Class 1 – 7

Contract Number: 4400003205

Current Option Period End Date: June 30, 2022

Important Links:

- [Howard County, MD Current Awards and Contracts Link](#)
- [Current Contracts Link](#)

Last updated March 30, 2022

Designer and Manufacturer of Tactical Armored Security Vehicles

10 Betnr Industrial Drive · Pittsfield, MA 01201 · Tel (413) 443-7359 · Fax (413) 445-7865

www.LencoArmor.com · e-mail: Info@LencoArmor.com

\$169,725 OBO

WWW.LENCOARMOR.COM

BEARCAT G2



Images may not depict actual condition or options. Includes normal wear and tear including some paint blemishes.

2006 Lenco Bearcat Certified Preowned



SPECIFICATIONS:

- On-Road & Urban Tactics
- Hydraulic RAM BAR
- .50 Cal Armor Rating / NIJ IV
- 4-Wheel Drive
- Seating for (8-10)
- Blast Resistant Floor Material
- Adjustable Height Gunner Stand
- 40 Gallon Armored Fuel Tank
- Rotating Roof Hatch
- 200-Watt Siren & PA System
- One Piece Side Walls
- Fully Armored Hood



LENCO
ARMORED ★ VEHICLES

August 3, 2022

MEMO TO: J. Carter Napier, City Manager 
FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director 
SUBJECT: Hogadon Subsidy

Meeting Type & Date

Council Work Session
August 9, 2022

Action type

Direction Requested

Recommendation

That Council reviews and provides feedback regarding staff efforts to decrease costs, increase revenues, and reduce the general fund subsidy at Hogadon Basin Ski Area.

Summary

Hogadon Ski Area has been a part of the Casper ski community for over sixty years. Founded by a small group of skiers in the late 1950's, the ski area was purchased by the City of Casper in 1975. Since that time, the City has invested in snow making infrastructure, specialized area maintenance equipment, a new surface lift, and three new buildings. The new lodge was constructed and opened in 2017, providing a beautiful new facility for skiers and Casper Mountain visitors to enjoy. On New Year's Eve in 2021, through the generous donation of the Night Skiing Project, two newly lit runs allowed night skiing in Casper for the first time. Despite a very warm fall and early winter that delayed opening the area until late December, the 2021-2022 seasons was one of the most prosperous on record for the ski area.

The Hogadon Fund, categorized as a Parks & Recreation Enterprise Fund, relies on an investment from the City's general fund to balance its operating budget each year. In 2018, City Council passed a resolution that established Hogadon's cost recovery goal as 60%. A five-year history of the subsidy is charted below.

Fiscal Year	Revenue	Expense	Subsidy	Cost Recovery
2018	\$377,248.59	\$766,475.04	(\$389,226.45)	49%
2019	\$482,863.57	\$802,593.40	(\$319,729.83)	60%
2020	\$533,309.05	\$821,153.77	(\$287,844.72)	65%
2021	\$552,889.45	\$867,805.69	(\$314,916.24)	64%
2022	\$619,636.00	\$886,806.05	(\$324,419.63)	70%

Staff has identified a number of strategies to reduce Hogadon's dependence on the City's General Fund even further. These strategies include:

- Reducing operating costs by closer monitoring and management of our seasonal staffing, eliminating credit card fees, and examining agreements for large service expenditures, such as fuel, in order to secure lower rates.
- Corporate sponsorship and naming right opportunities.
- Restructured agreement with OVG360 for the management of the food and beverage and special event services at the facility.
- Bringing more events and enhanced services to the area throughout the year, including added summer offerings for rentals and special events such as festivals and concerts.
- Evaluating and modifying rates as appropriate to increase revenue while maintaining a competitive price point for customers.
- Partnering with agencies such as Natrona County and Visit Casper to drive visitors to Casper Mountain and all its recreation amenities.
- Expanding snowmaking abilities and lighting to maximize night skiing opportunities and extend the ski season.

City Staff requests feedback from City Council on which of the subsidy-reducing strategies above they approve of pursuing, as well as any others not identified here.

Oversight/Project Responsibility

Chris Smith, Hogadon Superintendent


Randy Norvelle, Parks Manager

Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments

None

July 27, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director

SUBJECT: Submission of Several Wyoming Outdoor Recreation Grant Pre-Applications to the Wyoming Office of Outdoor Recreation

Meeting Type & Date

Council Work Session
August 9, 2022

Action type

Information only

Recommendation

That Council consider the submission of several Wyoming Outdoor Recreation Grant Pre-applications to the Wyoming Office of Outdoor Recreation.

Summary

The Wyoming Office of Outdoor Recreation has \$12,000,000 dedicated to ARPA eligible outdoor recreation projects. These dollars are being distributed as competitive grant funding for local, county, state, and tribal governments, as well as non-profit organizations in Wyoming for eligible outdoor recreation projects. The Wyoming Office of Outdoor Recreation is currently accepting pre-applications through August 30, 2022. Highlights of the program include:

- Awards for grants will be offered between \$20,000 and \$749,000. Projects over \$750,000 will be considered but will require special approval and a one-time audit.
- The most competitive projects will focus on using Wyoming Outdoor Recreation Grant funds to support outdoor recreation elements rather than surrounding infrastructure such as restrooms, signage, or parking lots.
- Grants will be awarded to projects that occur on public lands or land open to the public at no cost.
- Entities can submit multiple grants, but the review committee will factor the geographic diversity and economic impact of all grant projects. Entities are required to prioritize the projects submitted.
- Grants will be evaluated for eligibility for the project use, economic impact, new outdoor recreation infrastructure, budget and project costs, a funding match, and community support.
- The project has 2 years from the date of award of a contract to be completed.
- A 10% match is required, but projects with more than 10% match will rank higher. Cash and in-kind donations qualify as match.

Staff is strategizing internally, as well as with the Natrona County Outdoor Recreation Collaborative and several outdoor recreation non-profit user groups to determine which projects may be eligible for funding, have the best chance at being selected for funding, and have an identified source for match funding. Projects that will likely be submitted include boat ramp upgrades for three ramps that provide access to the North Platte River within the Casper municipal boundary, running water connections and power upgrades to the Izaak Walton camp sites, an expansion of Stuckenhoff Shooters Complex, and lighting Dreadnaught and the terrain park to further expand Hogadon Night Skiing. Additionally, the Platte River Trails Trust (PRTT) will be submitting applications for the PV to Robertson Road Bridge project as well as the soft trail portion of the Rail Trail expansion project to Edness Kimball Wilkins State Park.

Financial Considerations

There is no application submittal cost. Match funding for the identified projects has been identified as follows:

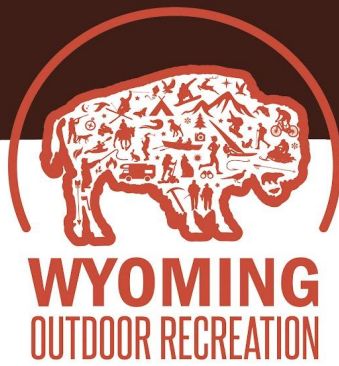
- Boat Ramp Upgrades – Budgeted River Fund dollars for boat ramp improvements, in-kind match from volunteers and City staff labor, non-profit donations
- Izaak Walton Camp Site improvements – FY23 budgeted capital funds for Izaak Walton Campground improvements
- Stuckenhoff Shooters Complex Expansion – One Cent #17 funds allocated to Stuckenhoff drainage improvements, private donations, and in-kind match from the Shooters Club and City staff labor
- Hogadon Lighting – Hogadon Night Skiing Project and other donations
- Platte River Trails Trust Projects – One Cent #16 and One Cent #17 funding allocated to trails, other grant funding obtained by PRTT, private donations and fundraising dollars from PRTT

Oversight/Project Responsibility

Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments

Wyoming Outdoor Recreation Grant Frequently Asked Questions



Here's a selection of Frequently Asked Questions in response to inquiries on policies and specific aspects of the Wyoming Outdoor Recreation Grant program.

If you have questions that aren't answered below, please email us. We will answer your questions by email and add them to this page as well. Contact Brynn Hirschman (brynn.hirschman@wyo.gov) or Patrick Harrington (patrick.harrington@wyo.gov) with questions about the grant.

How do I apply or where can I apply?

The pre-application will be released on June 30th. You can find the pre-application here <https://wyooutdoorrecreation.wyo.gov/index.php/events/worg>.

Who can apply?

Local government, county government, state government, tribal government, and non-profit organizations are all eligible to apply for the Wyoming Outdoor Recreation Grant.

What do I need for the pre-application?

The applicant needs to have a SAM.gov account, the organization's current W-9 form, letters of support from land managers and other applicable parties, documentation of environmental and cultural clearances, and any other documents that may apply to the project such as a budget sheet or site map.

When will I hear back from the Wyoming Office of Outdoor Recreation on the status of my application?

You will receive an email confirming that your application has been received and whether or not the project is eligible for the grant. Grantees will be notified within 90 days of the status of their award.

How much grant funding can we apply for?

Various amounts of awards for grants will be offered between \$20,000 and \$749,000. Please note that projects over \$750,000 will require approval and a one-time audit. The most competitive projects will focus on using Wyoming Outdoor Recreation Grant funds to support outdoor recreation elements rather than surrounding infrastructure, such as bathrooms or parking lots.

Where can projects occur?

Grants will be awarded to projects that occur on public lands or land open to the public at no cost.

What qualifies for this funding?

Projects that focus on the response to COVID-19 impacts, new outdoor recreation infrastructure, and economic impact will qualify for this funding. The following categories qualify as eligible uses:

- Trails, trailheads, play area development
- Water-based recreation infrastructure, boat ramps, river improvements, restroom facilities, parking areas
- Campgrounds, camping area improvements, campground infrastructure, campground shade shelters, campground expansion
- Climbing and rappelling infrastructure, area development, parking
- Shooting ranges
- Other outdoor recreation infrastructure that addresses the impacts of COVID-19, has an economic impact and creates new opportunities to recreate

What does not qualify for this funding?

The following categories do not qualify as eligible uses:

- Wayfinding and signage not on trails directly
- Outdoor swimming pools or amusement parks
- Indoor recreation amenities, athletic fields, sports courts, playgrounds
- Infrastructure for private camps
- Structures for private businesses
- Restroom facilities that are not part of a current project or extension of an existing project
- Campgrounds owned or managed by a for-profit entity
- Marketing unless part of an existing project or continuation
- Purchase of land
- Planning
- Prior work
- Permitting costs
- Preservation

What are the deadlines for this grant?

Pre-application opens: June 30th, 2022

Pre-application closes: July 31st, 2022 at 11:59 PM

Application closes: October 30th, 2022

Grants awarded: Within 90 days of the application deadline

Can more than one project be submitted by the same entity?

Yes, but the grant review committee will be factoring in the geographic diversity and economic impact of all grant projects. It is highly unlikely that the grant review committee will choose more than one project from the same entity for the Wyoming Outdoor Recreation Grant. If your organization plans on submitting more than one application, please prioritize which one you would like to see funded among all the rest.

Can we apply for a second grant the next year for the same project?

The intent of the grant funds is to provide funding to projects that will be completed. The ability to demonstrate that your project is truly ready and will be completed as specified in your application is required. Possible exceptions could include a project for a trail segment within a large trail project with a long-term master plan. The trail segment that has been funded by our grant must be completed, open to the public, and able to be used on its own before an organization could apply for additional funding from the Wyoming Outdoor Recreation Grant to build another trail segment within a large trail system.

This is my first grant application. Can you help us?

Yes! We would love to help you with the process of filling out the grant pre-application and application. Please email any questions to Brynn Hirschman (brynn.hirschman@wyo.gov) and you will receive an answer to your question(s) in an email and on this page so that it is visible to the public. Further assistance can be provided over the phone or via an online meeting. Please schedule an appointment here (<https://calendly.com/brynn-hirschman/wyoming-outdoor-recreation-grant-program>).

When do we get our funding?

Once the contract has been completed, work can begin on the project. The grantee will submit reimbursements through the grant coordinator, they will be reviewed and distributed to the grantee.

What are the key criteria for how projects are evaluated?

The grant application has sections that have been given scoring values to allow fair evaluations. The Wyoming Outdoor Recreation Grant will be evaluated by the grant review committee. The grants will be evaluated for: eligibility for the project use, economic impact, new outdoor recreation infrastructure, budget and project costs, a funding match, and community support.

If my application is not accepted the first time, can I apply a second time?

Yes. If there was an error on the application or the application did not include everything required, the applicant can apply again. Please reach out to the grant coordinator, Brynn Hirschman (brynn.hirschman@wyo.gov) if you have any questions while completing the application.

When does the funding need to be spent?

The project has 2 years from the date of the award and execution of the contract to be completed.

What qualifies as a match?

Cash and in-kind donations.

What match is required?

A 10% match is required. Projects with more than a 10% match will rank higher.

What grant should I apply for?

The grant review committee will determine which grant your project will qualify for. Email Brynn Hirschman (brynn.hirschman@wyo.gov) for more information.

August 3, 2022

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tracey Belser, Support Services Director *TB*
Nicole Carlson, Human Resources Manager *NC*
SUBJECT: Cordico Wellness App for City Employees

Meeting Type & Date

Work Session, August 9, 2022

Action type

Information Only

Summary

On August 2, 2022, Council authorized, by resolution, an agreement with Lexipol, LLC. for access and usage of the Cordico Wellness App.

All levels of stress can be related to the development of mental illnesses such as anxiety, depression, post-traumatic stress, and burnout. Cordico is a fully customizable “one-stop shop” solution that encourages maintaining mental health and well-being. Core functions include self-assessments, instructional videos, and maps of available health care providers. The app also provides on-demand, anonymous access to a variety of resources on topics including post-traumatic stress, nutrition, suicide prevention, family and marital support, depression, work-life balance, and many more.

Usage of the City’s Employee Assistance Program (EAP) has seen a slight decrease over the last two years, with only 6.6% of active employees currently utilizing the available services. On the flip side, there has been an increase of Workers’ Compensation claims filed by public safety employees with the City of Casper for treatment related to post-traumatic stress. Five claims were filed in 2021 and there have been nine claims already filed in the first six months of 2022.

Human Resources is hopeful that the easy-to-access tool, that can be used as an app on an employee’s cell phone, will increase the use of our mental health and wellness benefits, as well as help to remove any stigma-related barriers that employees may have if they need professional help. The goal is to ensure that employees feel comfortable looking for help in their time of need and this wellness toolkit is a step in that direction. *Help is only a tap away.*

Financial Considerations

The annual fee of Twenty-seven thousand dollars (\$27,000) was approved in the FY23 budget.

Oversight/Project Responsibility

Nicole Carlson, Human Resources Manager, and Becky Nelson, Benefits Specialist