

WORK SESSION AGENDA

Casper City Council
 The Lyric
 Tuesday, June 27, 2023 at 4:30 p.m.



Work Session Meeting Agenda		Recommendation	Beginning Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Meeting Follow-up		4:30	5 min
2.	Homeless Coalition	Direction Requested	4:35	30 min
3.	Optional 1% Tax	Direction Requested	5:05	20 min
4.	Ordinance Regarding Feeding Turkeys	Direction Requested	5:25	20 min
5.	Rec Enterprise Business Plans Part I (Golf & Hogadon)	Direction Requested	5:45	30 min
6.	Judge Evaluation Form	Direction Requested	6:15	10 min
7.	Fire Station No. 3 Roof	Direction Requested	6:25	20 min
8.	Agenda Review		6:45	10 min
9.	Legislative Review		6:55	10 min
10.	Council Around the Table <ul style="list-style-type: none"> • Parade Dog Walkers • Donate Life 		7:05	20 min
Approximate End Time:				7:25

*** Reminder ***
Please silence cell phones during the City Council meeting.

June 22, 2023

MEMO TO: J. Carter Napier, City Manager *zn*
FROM: Liz Becher, Community Development Director *lb*
SUBJECT: Homeless Coalition Presentation – Missions and Issues

Meeting Type & Date:

Council Work Session, June 27, 2023

Action Type:

Direction Requested

Recommendation:

That Council, consider the adoption of relevant ordinances, the allocation of resources, the use of administrative warrants, forced clean-ups, and demolition of dangerous buildings, to address the growing issues of homelessness and set the standards for what is permissible, and what is not.

The City's response to homelessness should seek to understand and to mitigate the suffering of the homeless people in our city, and at the same time, it should seek to minimize the negative impacts that homelessness can have on public spaces, commerce, and the city as a whole.

Summary:

The City formed the Homeless Coalition late last summer to address specific problems in downtown Casper that had been brought forward by the Downtown Development Authority. The Coalition is composed of downtown businesses, downtown organizations (such as the Library, Methodist Church, and parking garage management team) and service agencies (Rescue Mission, Housing Authority, CAP, SIM, 12-24 Club, NC Collective Trust), health organizations (CWCC, WBI, and Banner Health), Council representatives, and City department representatives. Data, relative to each represented organization, has been collected since November to better understand the use and frequency of services used by the homeless.

The Coalition has talked through the issues in Casper surrounding homelessness, and the hard reality is that the issues are not going away but are getting worse. Substance abuse, mental health, and economic instability are all conditions facing the homeless population. The Coalition has been working towards a number of solutions that can maintain and improve the quality of life for all our citizens.

Tonight's work session presentation will allow Council members to hear from actual individuals who are on the front line of the homelessness issues in Casper -- not the critics who often hide behind social media.

Downtown business representatives will share their issues and ask the Council to take measures to deter the negative impacts of homeless individuals in the downtown core, and not invite more unhealthy behaviors. Actions and behaviors are the issue. Homelessness is not illegal or criminal, but many of the actions and behaviors are. Business rights cannot be ignored because inappropriate illegal behaviors threaten their livelihood, and the economic prosperity of the Casper community.

An agency representative will share how their program mission has been impacted by the increase in the homelessness in Casper. Service agencies are conservative decision-makers, and yet they will share with Council how they are bearing the financial burden for the care of the homeless without being compensated. The State of Wyoming does not provide adequate resources, so it is up to local government to offer financial support through programs such as the optional one-cent sales tax revenues. The Casper Housing Authority is collaborating with the City to receive a local Continuum of Care certification from the U.S. Department of Housing and Urban Development (HUD). This will require local non-profits to work more collaboratively on how they provide services to the homeless. The Continuum of Care certification could help the City to access federal financial support for the local non-profits who are bearing the costs of providing the services to the homeless population.

The Coalition recognizes that whatever direction the Council pursues in addressing the issues surrounding homelessness, there will always be the opportunity to re-direct and re-evaluate our path forward. The expectation is that with our partners, we can find a healthy balance and not deter residents and visitors from enjoying downtown and all of the other thriving segments of Casper.

Financial Considerations:

None at this time.

Oversight/Project Responsibility: The Community Development Department oversees this project.

Attachments:

None

June 19, 2023

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Eric Nelson, City Attorney *E.N.*
Keith McPheeters, Police Chief *KMP 357*

SUBJECT: Request by the Wyoming Fish and Game Department to Prohibit the Feeding of Non-Domestic Turkeys within the City of Casper.

Meeting Type & Date

Council Work Session
June 27, 2023

Action type

Direction Requested

Recommendation

That Council determine if, in accordance with the presentation made to Council by the Wyoming Game and Fish Department, they wish to authorize City Staff to draft a proposed ordinance amendment that would remove wild turkey from the existing ordinance's list of animals which are permissible to be fed.

Summary

Currently, the existing City ordinance regarding the feeding of non-domesticated animals, does not prohibit the feeding of wild turkeys (*emphasis added*):

6.04.040 – Keeping of Pets, Livestock or Fowl; Limitations; Feeding of Non-Domesticated Animals Prohibited.

C. Feeding of Non-domesticated Animals Prohibited.

1. It shall be unlawful for any person to provide shelter, feed, or to otherwise entice any non-domesticated animal(s) to gather or frequent, with the exception of birds, squirrels, turkeys and feral cats maintained by a keeper, onto any public area or onto the property of the person. This shall not apply to property owners attempting to trap non-domesticated animal(s) already coming onto their property by use of a live box trap.

(Ord. No. 1-19, 2-19-2019; Ord. No. 16-20, 9-1-2020)

On January 27, 2023, Council was presented information by the Wyoming Game and Fish Department regarding a burgeoning wild turkey population within Casper. At that time, the Wyoming Game and Fish Department recommended that assistance was needed in controlling the turkey population and mitigating the harmful impacts of the growing population.

A potential amendment to the ordinance for Council to consider may be worded thusly:

C. Feeding of Non-domesticated Animals Prohibited.

1. It shall be unlawful for any person to provide shelter, feed, or to otherwise entice any non-domesticated animal(s) to gather or frequent, with the exception of common song birds, squirrels, and feral cats maintained by a keeper, onto any public area or onto the property of the person. This shall not apply to property owners attempting to trap non-domesticated animal(s) already coming onto their property by use of a live box trap.

This amendment eliminates the exception for turkey and better clarifies the definition of birds that may be lawfully fed.

Financial Considerations

None.

Oversight/Project Responsibility


Eric Nelson, City Attorney

Keith McPheeters, Chief of Police

Attachments

None

June 14, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director
Randy Norvelle, Parks Manager

SUBJECT: Recreation Enterprise Business Plan Approval – Casper Municipal Golf Course and Hogadon Basin Ski Area

Meeting Type & Date

Council Work Session
June 27, 2023

Action type

Move Forward for Approval

Recommendation

That Council approves the five-year business plans for the Casper Municipal Golf Course and Hogadon Basin Ski Area.

Summary

The 2021-2023 Casper City Council Goals instructed an evaluation of the City of Casper's recreation operations with the intention of reducing the general fund investment required to subsidize each enterprise. On August 9, 2022, the Casper City Council was presented with information regarding the performance of Hogadon Basin Ski Area. The presentation provided a recap of the FY22 season, reviewed the FY23 budget and forecasted performance through various rate models, and requested Council approval to further evaluate and pursue a number of strategies to improve the subsidy position of the Hogadon operation. An analogous presentation was provided on February 14, 2023 for the Casper Municipal Golf Course.

City Council was supportive of staff's proposed strategies for each recreation operation. Thereafter, staff began work to further evaluate proposed strategies with one of the following outcomes: eliminate the strategy if not feasible, develop an implementation plan for longer-term strategies, or begin the process of implementation if possible to do so with available resources. As the final step in completing the goals and objectives set forth by the 2021-2023 Casper City Council Goals, while also ensuring that future plans align with established 2023-2025 goals, staff is seeking adoption of updated business plans for each of these recreation enterprises that detail the strategies and estimated impact that each will have on the operational subsidy.

The following charts summarize the proposed subsidy-improving strategies for each operation, including the outcome and associated 2023-2025 Council Goal. Bold entries indicate strategies that require capital investment.

Subsidy-improving Strategies for Casper Municipal Golf Course	Outcome	2023-2025 Council Goal(s)
Implement Club Caddie software	Complete	Citizen Engagement, Sustainability
Restructure MOU with NCSD	Complete	Sustainability
Install self-serve range ball dispenser	FY24	Livability
Improve marketing through website and social media	FY24-28	Citizen Engagement, Sustainability
Targeted digital and other marketing	FY24-28	Citizen Engagement, Sustainability
Pursue corporate sponsorships	FY24-28	Sustainability
Evaluate and increase rates as reasonable	FY24, FY26, FY28	Sustainability
Renovate 19th Hole for outdoor seating	FY25	Livability, Sustainability
Reduce reliance on potable City water - pond dredging	FY25	Livability, Sustainability
Evaluate and increase pro shop merchandise	FY25	Livability, Sustainability
Pursue GPS advertising on new cart fleet	FY25	Sustainability
Improve youth golf programming	FY25-28	Livability
Enhance golf instruction offering	FY25-28	Livability
Grow and improve men's/women's leagues	FY25-28	Livability
Replace inefficient course irrigation	FY27	Livability, Sustainability
Replace Golf Cart Fleet (utilizing fund reserves)	FY29	Livability
Replace Clubhouse (OC#19?)	FY32	Livability
Subsidy-improving Strategies for Hogadon Basin Ski Area	Outcome	2023-2025 Council Goal(s)
Restructured agreement with OVG360 for F&B and events	Complete	Sustainability
Targeted digital and other marketing	FY23-28	Citizen Engagement, Sustainability
Develop partnerships to drive visitors to Casper Mountain	FY23-28	Livability, Sustainability
Install cell phone boosting to improve guest experience	FY24	Citizen Engagement
Implement point of sale software	FY24	Citizen Engagement
Improve marketing through website and social media	FY24-28	Citizen Engagement, Sustainability
Pursue corporate sponsorships	FY24-28	Sustainability
Improve beginner and youth programming	FY24-28	Livability
Evaluate and increase rates as reasonable	FY24, FY26, FY28	Sustainability
Add features to Terrain Park	FY24-26	Livability
Light Dreadnaught and Terrain Park	FY25	Livability, Sustainability
Replace chair lift	FY25	Livability, Sustainability
Increase water/equipment for expanded snowmaking	FY25-28	Livability, Sustainability
Complete evaluation and expand hiking and biking trails	FY25-28	Livability
Install tow rope surface lift	FY28	Livability
Install outdoor shelters for summer use	FY28	Livability, Sustainability

Oversight/Project Responsibility

Chris Smith, Hogadon Superintendent
 Jason Ostlund, Golf Course Superintendent
 Head Golf Professional
 Randy Norvelle, Parks Manager
 Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments

None

Proposed Evaluation Benchmarks

	Below Adequate	Adequate	Above Adequate	No Opinion	Comments/Examples:
<u>A. Case Management</u>					
Promptly issues a decision on a case after trial/hearing					
Maintains appropriate control over proceedings					
Promptly rules on pre-trial motions					
Sets reasonable schedules for cases					
<u>B. Demeanor</u>					
Gives proceedings a sense of dignity					
Treats parties with respect					
Treats attorneys with respect					
Conducts his/her courtroom in a neutral manner					
Is attentive to arguments of counsel.					
Has a sense of compassion and human understanding for those who appear before him/her					

	Below Adequate	Adequate	Above Adequate	No Opinion	Comments/Examples:
<u>C. Diligence</u>					
Uses good judgement in application of relevant law and rules					
Is willing to handle cases on the docket efficiently even when they are complicated and time consuming					
Does the necessary "homework" and is prepared for cases					
Begins court on time					
Manages court proceedings so there is little wasted time					
<u>D. Fairness</u>					
Gives participants the opportunity to be heard					
Treats those involved in the case without bias					
Treats self-represented parties fairly					
Gives each side adequate time to present their case					

	Below Adequate	Adequate	Above Adequate	No Opinion	Comments/Examples:
<u>E. Application and Knowledge of the Law</u>					
Is able to identify and analyze relevant facts.					
Bases decisions on evidence and arguments					
Issues consistent sentences when circumstances are similar					
Is fair and impartial to both sides of the case					
Consistently applies laws and rules					
Gives reasons for rulings					
Is willing to make decisions without regard to possible outside pressure					
Written or oral decisions are reasoned and clearly expressed					
Squarely addresses and answers issues presented					
Follows the rules of procedure and evidence					

	Below Adequate	Adequate	Above Adequate	No Opinion	Comments/Examples:
<u>F. Communications</u>					
Makes sure all participants understand the proceedings					
Provide written communications that are clear, thorough, and well-reasoned					
Uses language that everyone can understand					
Speaks clearly so everyone in the courtroom can hear what is being said					
<u>G. Administrative Capacity</u>					
Fosters a productive work environment with other judges and court staff					
Ensures that disabilities and linguistic and cultural differences do not limit access to the justice system					
Demonstrates appropriate innovation in using technology to improve the administration of justice.					
Provides information and training regarding new rules as applied to the Municipal Court.					

	Below Adequate	Adequate	Above Adequate	No Opinion	Comments/Examples:
<u>H. Council Only</u>					
Appears and Liaison meetings prepared and well informed					
Presents quarterly to council and is prepared and well informed					
Sets goals and makes reasonable steps toward accomplishment of set goals					

2022 Performance Evaluation – Casper Municipal Court Judge – Natrona County Bar

DO NOT PUT YOUR NAME ON THIS EVALUATION!

Unless you choose to identify yourself, this evaluation is to be completed anonymously and will be kept confidential at the law firm of Welborn Sullivan in Casper. While a summary of all the evaluations will be shared with the City Council and the Municipal Court Judge, the identity of any evaluator will not be known and will not be disclosed.

You may return this evaluation electronically to the attention of John A. Masterson at jmasterson@wsmtlaw.com, or by hand delivery to his office at Welborn Sullivan, 159 N. Wolcott, Suite 220, Casper, Wyoming. Due to ongoing delay in US Mail service, it's suggested you do not mail it as it may not arrive in time, but you may if you wish.

If you have any questions about this evaluation or would like to meet regarding it, please contact John A. Masterson at the e-mail above, or at 307-258-1577.

Any communication will also remain anonymous.

Characteristics of Performance

Using the following definitions of levels of performance, please indicate your perceptions and evaluations of the Municipal Court Judge's work performance. Please evaluate and respond to each question based on your individual perspective, information, and awareness. Additional written comments can be made at the end of this evaluation and are encouraged.

Excellent	<ul style="list-style-type: none">• Performance is clearly outstanding, far exceeding standards or expectations.• Performance is exceptional on a continuous basis.
Good	<ul style="list-style-type: none">• Performance generally meets or exceeds standards or expectations.• Attains all or nearly all goals and objectives.
Satisfactory	<ul style="list-style-type: none">• Performance is adequate – it generally meets standards and expectations.
Needs Improvement	<ul style="list-style-type: none">• Fails to meet some standards or expectations.• Problems may sometimes impact effectiveness or the City's functions.
Unacceptable	<ul style="list-style-type: none">• Performance is below acceptable levels.• Fails to meet most of the standards or expectations.• Problems impact the City's functions.
No Basis for Judgment	<ul style="list-style-type: none">• Not enough information upon which to make an evaluation.

	Excellent	Good	Satisfactory	Needs Improvement	Unacceptable	No Basis for Judgment
General Performance						
Is a prudent steward of physical and financial resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applies City laws, ordinances, regulations, and policies in an impartial manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of the law.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How well are judicial opinions reasoned and expressed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open-mindedness in judicial matters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impartiality in judicial matters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How well are they prepared.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attentiveness in court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Courtesy and respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Addresses and answers issues squarely posed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Promptness in performing judicial duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity and ethics to carry out the duties of a judicial office.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judicial temperament.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Openness to testimony, evidence, and arguments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the confidence of those appearing before them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management of the court docket.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Leadership and Management

Earns and maintains the respect and cooperation of others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advocates for staff development (mentorship; professional training opportunities).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creates and maintains a healthy and productive working environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with administrative offices within City government.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Casper Police Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Natrona County Bar.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Clerk's Office.						

	Excellent	Good	Satisfactory	Needs Improvement	Unacceptable	No Basis for Judgment
Fiscal Management						
Actively monitors the Court's financial condition and reports it to the Council.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judgment about budgeting decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Relations						
Confidence of citizens in the Municipal Court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational outreach regarding the Municipal Court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resource Development and Professional Opportunities						
Participates in judicial and administrative educational and training opportunities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provides educational and training opportunities to the Clerk's Office.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Agree	Disagree
Professional Qualities The Municipal Court Judge:		
Is a person of integrity.	<input type="checkbox"/>	<input type="checkbox"/>
Has high personal standards.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates appropriate appearance.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates appropriate demeanor and attitude.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates professionalism.	<input type="checkbox"/>	<input type="checkbox"/>
Exercises good judgment.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates a dedication to service to the City and its residents.	<input type="checkbox"/>	<input type="checkbox"/>
Treats all parties, counsel, and staff fairly.	<input type="checkbox"/>	<input type="checkbox"/>

Overall Performance

Excellent	Good	Acceptable	Needs Improvement	Unacceptable
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General Comments

Constructive comments are helpful to a comprehensive evaluation and are encouraged. Should you wish to make further comments, please do so below and attach any additional sheets you feel are appropriate.

In particular, if you have suggestions on how to improve the Municipal Court, please include them.

To Officers of the Casper Police Department

The City of Casper is conducting its annual evaluation of the performance of Casper's Municipal Court Judge, the Honorable Cally E. Lund. The City is soliciting any and all constructive observations and comments from Officers who have appeared before Judge Lund within the last year.

The attached evaluation is designed to help the City Council in this process. It's self-explanatory and straightforward. It should take no more than ten minutes to complete.

Do not identify yourself on this evaluation unless you want to do so. **All comments as well as the evaluations themselves will be anonymous and kept completely confidential.**

Any officer who has appeared before Judge Lund should participate in this evaluation to ensure the City of Casper is providing a fair, impartial, competent, and efficient judicial system for the citizens of Casper.

City of Casper
200 North David Street
Casper, Wyoming

**THIS EVALUATION IS TO BE COMPLETED BY OFFICERS OF
THE CASPER POLICE DEPARTMENT**

DO NOT PUT YOUR NAME ON THIS EVALUATION!

Unless you choose to identify yourself, this evaluation is to be completed anonymously and will be kept confidential at the law firm of Welborn Sullivan in Casper. While a summary of all the evaluations will be shared with the City Council and the Municipal Court Judge, the identity of any evaluator will not be known and will not be disclosed.

You may return this evaluation electronically to the attention of John A. Masterson at jmasterson@wsmtlaw.com, or by hand delivery to his office at Welborn Sullivan, 159 N. Wolcott, Suite 220, Casper, Wyoming. Due to ongoing delay in US Mail service, it's suggested you do not mail it as it may not arrive in time, but you may if you wish.

If you have any questions about this evaluation or would like to meet regarding it, please contact John A. Masterson at the e-mail above, or at 307-258-1577.

Any communication will also remain anonymous.

Have you appeared before Casper Municipal Court Judge Cally E. Lund within the last year? If you have, please complete the evaluation below. If you have not, please check this box and return the form.

Characteristics of Performance

Using the following definitions of levels of performance, please indicate your perceptions and evaluations of the Municipal Court Judge’s work performance. Please evaluate and respond to each question based on your individual perspective, information, and awareness. Additional written comments can be made at the end of this evaluation and are encouraged.

Excellent	<ul style="list-style-type: none"> • Performance is clearly outstanding, far exceeding standards or expectations. • Performance is exceptional on a continuous basis.
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Unacceptable	<ul style="list-style-type: none"> • Performance is below acceptable levels. • Fails to meet most of the standards or expectations. • Problems impact the City’s functions.
No Basis for Judgment	<ul style="list-style-type: none"> • Not enough information upon which to make an evaluation.

General Performance	Excellent	Good	Satisfactory	Needs Improvement	Unacceptable	No Basis for Judgment
Is a prudent steward of physical and financial resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applies City laws, ordinances, regulations, and policies in an impartial manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of the law.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How well are judicial opinions reasoned and expressed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open-mindedness in judicial matters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impartiality in judicial matters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How well are they prepared.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attentiveness in court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Courtesy and respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Addresses and answers issues squarely posed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Excellent	Good	Satisfactory	Needs Improvement	Unacceptable	No Basis for Judgment
General Performance						
Promptness in performing judicial duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity and ethics to carry out the duties of a judicial office.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judicial temperament.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Openness to testimony, evidence, and arguments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the confidence of those appearing before them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management of the court docket.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Leadership and Management						
Earns and maintains the respect and cooperation of others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advocates for staff development (mentorship; professional training opportunities).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creates and maintains a healthy and productive working environment for staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with administrative offices within City government.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Clerk's Office.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Natrona County Bar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship with Casper Police Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Relations						
Confidence of citizens in the Municipal Court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational outreach regarding the Municipal Court.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Agree	Disagree
Professional Qualities The Municipal Court Judge:		
Is a person of integrity.	<input type="checkbox"/>	<input type="checkbox"/>
Has high personal standards.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates appropriate appearance.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates appropriate demeanor and attitude.	<input type="checkbox"/>	<input type="checkbox"/>

	Agree	Disagree
Professional Qualities The Municipal Court Judge:		
Demonstrates professionalism.	<input type="checkbox"/>	<input type="checkbox"/>
Exercises good judgment.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrates a dedication to service to the City and its residents.	<input type="checkbox"/>	<input type="checkbox"/>
Treats all parties, counsel, and staff fairly.	<input type="checkbox"/>	<input type="checkbox"/>

Overall Performance


Excellent	Good	Acceptable	Needs Improvement	Unacceptable

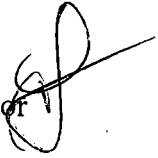

General Comments

Constructive comments are helpful to a comprehensive evaluation and are encouraged. Should you wish to make further comments, please do so below and attach any additional sheets you feel are appropriate.

In particular, if you have suggestions on how to improve the Municipal Court, please include them.

June 21, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Cindie Langston, Acting Public Services Director 
Alex Sveda, P.E., City Engineer 

SUBJECT: Authorizing an additional \$136,060.32 for the Fire Station No. 3 Roof Replacement, Project No. 19-034.

Meeting Type & Date

Work Session
June 27, 2023

Action type

Council Direction

Recommendation

That Council Authorize an additional \$136,060.32 for the Fire Station No. 3 Roof Replacement, Project No. 19-034.

Summary

On Wednesday, June 7, 2023, one (1) bid was received for the Fire Station No. 3 Roof Replacement, Project No. 19-034, in the amount of \$424,880. A contingency of \$20,000 was recommended, for a total project amount of \$444,880.

The work includes removal and replacement of the existing architectural steel panel roofing system, vented ridge cap, gutters, downspouts, metal caps, coping, curbs, eave cleats, and skylight covers at Casper Fire Station No. 3. The existing roofing system has developed a number of leaks due to its installation and is no longer under warranty. The new architectural steel panel roofing system will carry a 20-year finish warranty and a 20-year waterproofing warranty.

It should be noted that the project opened bids in August of 2021, and three (3) bids were received at \$154,101, \$427,975, \$454,243, respectively. The project did not commence due to the low bidder failing to perform the work, and the bonding of the low bidder was acquired.

The estimate prepared by the City Engineering Division was \$499,750.00. Work is scheduled to be completed by October 20, 2023.

A total of \$308,819.68 is available for the project, and it is requested that an additional \$136,060.32 be used from Capital Reserves budgeted for FY 24 (Munis Project 1018023003 - Station 3 Steel Roof).

Financial Considerations

The additional \$136,060.32 will come from the FY23 and FY24 Capital Reserves fund allocated to the replacement of the Fire Station No. 3 Roof.



CITY OF CASPER FIRE-EMS DEPARTMENT

Jacob C. J. Black
Fire Chief

MEMO TO: Carter Napier, City Manager *SN*
Jill Johnson, Finance Services Director
FROM: Jacob Black, Fire Chief *JCB*
Jason Speiser, Deputy Chief
DATE: June 8, 2023

SUBJECT: Fire Station 3 Roof Project Bid Opening and Additional Funds Needed \$166,000

Casper Fire requested and was approved by Mr. Napier during our FY24 capitals review meeting, to put the Station 3 Roof Replacement project out to bid before July 1, 2023 due to unknown costs and high estimates from engineering. On June 7, 2023, a public bid opening was held at the CBC to replace the roof for Fire Station 3. One bid was received from JMG Construction, LLC in the amount of \$424,800. Currently the Station 3 Roof Replacement Project #1018020014 is budgeted at \$308,819.68 for FY24. We are requesting an additional \$116,000 in capital funding to complete this project in FY24 and engineering is recommending \$50,000 for contingency. Total amount of additional funding being requested to complete this project in FY24 is \$166,000.

Fire Station No. 3 Roof Replacement, Project No. 19-034 (#8506556)
 Owner: Casper WY, City of
 Solicitor: Casper WY, City of
 06/07/2023 11:00 AM MDT

BID TABULATION

Base Bid				Engineer Estimate		Pinnacle Construction, Inc	
Line Item	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization and Bonding	LS	1	\$35,000.00	\$35,000.00	\$18,500.00	\$18,500.00
2	R&R Fire Station No. 3 Architectural Steel Panel Roofing System	LS	1	\$450,000.00	\$450,000.00	\$390,000.00	\$390,000.00
3	R&R 14" Tubular Skylight Cover	Ea	7	\$500.00	\$3,500.00	\$465.00	\$3,255.00
4	R&R 21" Tubular Skylight Cover	Ea	15	\$750.00	\$11,250.00	\$875.00	\$13,125.00
Base Bid Total:					\$499,750.00		\$424,880.00